

CITY OF  
**Seattle, Washington**  
**2020 Proposed Budget**



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**CITY OF SEATTLE**  
**2020 Proposed Budget**

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# City of Seattle 2020 Proposed Budget

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## Introduction

The City of Seattle and its more than 12,000 employees build and maintain infrastructure, provide utility service, support the needs of the city's residents, and create recreational, cultural, and other enriching opportunities. In providing excellent service, these employees use and maintain dozens of city-owned properties, a fleet of vehicles ranging from fire trucks to golf carts, and equipment and facilities necessary to complete the City's mission.

Budgeting for a large organization with many functions is a crucial and complex process. A proposed budget requires solid forecasts on commodities (such as the price of fuel), economic strength (as it impacts tax revenues, among other budgetary components), and demand for services (from parking meters to libraries to police officers to disc golf courses).

This book is designed to provide clear and accurate information on the budgetary process, estimated revenue streams, and a basic description of departmental needs and spending. The State of Washington allows cities to adopt biennial budgets. The City Council and Mayor endorsed a budget for 2020 in late 2018 and will adopt a budget for 2020 in late 2019.

## City of Seattle Budget Process

In its simplest terms, the City budget is proposed by the Mayor (Executive), checked for compliance with the law (City Attorney), and amended and passed by the City Council (Legislative) before returning to the Mayor for his or her approval and signature. The budget itself is composed of two main documents: an operating budget and a capital improvement program (CIP) budget. The CIP budget consists of large expenditures on infrastructure and other capital projects. The operating budget is primarily composed of expenditures required by the City to deliver the day-to-day array of City services.

Charts summarizing the City's budget process and organization can be found at the end of this section.

### Budget Preparation

The budgeting process begins early each year as departments assess needs and budget forecasters work to estimate revenues and costs. Operating budget preparation is based on the establishment of a current services or "baseline" budget. Current services is what it sounds like – continuing programs and services the City provided in the previous year, in addition to previous commitments that will affect costs in the next year, such as a voter-approved levy for new park facilities, as well as labor agreements and changes in health care, insurance, and cost-of-living- adjustments for City employees.

During the budget preparation period, the City Budget Office (CBO) makes two General Fund revenue forecasts, one in April and one in August. Both are used to determine whether the City's projected revenues are sufficient to meet the projected costs of the current services budget. If revenues are not sufficient to cover the cost of current services, the City must identify changes to close the gap – either through reductions or increased revenues or a combination of both. If the revenue forecast shows that additional resources are available, then the budget process identifies new or expanded programs to meet the evolving demands for City services. Regardless, the City is required by state law to prepare a balanced budget.

# Introduction & Budget Process

In May, departments prepare and submit Budget Memos to CBO for analysis and mayoral consideration. The Mayor's Office reviews and provides direction to departments on the Budget Memos, giving direction on items they should include in their formal budget submittal. In early June, CBO receives departmental operating budget and CIP submittals, including all position (employee) changes. Mayoral review and evaluation of department submittals takes place through the end of August. CBO, in conjunction with individual departments, then finalizes the operating and CIP budgets.

In late September, the Mayor submits the proposed budget and CIP to the City Council. In addition to the budget documents, CBO prepares supporting legislation and other related documents.

After the Mayor submits the proposed budget and CIP, the City Council conducts public hearings. The City Council also holds committee meetings in open session to discuss budget requests with department representatives and CBO staff. Councilmembers then recommend specific budget actions for consideration by their colleagues.

During the budget review process, the City Council may choose to explain its budget actions further by developing statements of legislative intent and budget guidance statements for future budget action. Intent statements describe the Council's expectations in making budget decisions and generally require affected departments to report back to the City Council on results.

After completing the public hearing and deliberative processes the City Council votes to adopt the budget, incorporating its desired budget changes, in late November. The Mayor can choose to approve the Council's budget, veto it, or let it become law without mayoral signature. The Mayor must veto the entire budget or none of it, as there is no line-item veto in Seattle. Copies of budget documents are available for public inspection at the CBO offices, at the Seattle Public Library, and on the Internet at <http://www.seattle.gov/budget>.

During the year, the City may have a need to change the adopted budget to respond to evolving needs. The City makes such changes through supplemental budget appropriation ordinances. A majority of the City Council may, by ordinance, eliminate, decrease, or re-appropriate any unspent appropriations during the year. The City Council, generally with a three-fourths vote, may also increase appropriations from available money to meet necessary expenditures that were not foreseeable earlier. Additional unforeseeable appropriations related to settlement of claims, emergency conditions, or laws enacted since passage of the annual operating budget ordinance require approval by a two-thirds vote of the City Council. Absent such changes, departments are legally required to stay within their annual budget appropriation.



## Reader's Guide

This reader's guide describes the structure of the 2020 Proposed Budget book and outlines its content. The budget book is designed to present budget information in an accessible and transparent manner – the way decision-makers consider the various proposals. It is designed to help residents, media, and City officials more easily understand and participate in the budget deliberations.

A companion document, the 2020-2025 Proposed Capital Improvement Program (CIP), identifies expenditures and fund sources associated with the development and rehabilitation of major City facilities, such as streets, parks, utilities, and buildings over the next six years. The CIP also shows the City's financial contribution to projects owned and operated by other jurisdictions or institutions. The CIP fulfills the budgeting and financial requirements of the Capital Facilities Element of Seattle's Comprehensive Plan by providing detailed information on the capacity impact of new and improved capital facilities.

The 2020 Proposed Budget and 2020-2025 Proposed CIP can also be found online at the City Budget Office's webpage. In addition to PDF files containing the Proposed Budget and Proposed CIP, the site contains department-customized expenditures and revenues.

### The 2020 Proposed Budget

This document is a description of the proposed spending plan for 2020. It contains the following elements:

- **Proposed Budget Executive Summary** – A narrative describing the current economy, highlighting key factors relevant in developing the budget document, and how the document addresses the Mayor's priorities;
- **Summary Tables** – a set of tables that inventory and summarize expected revenues and spending for 2020;
- **General Fund Revenue Overview** – a narrative describing the City's General Fund revenues, or those revenues available to support general government purposes, and the factors affecting the level of resources available to support City spending;
- **Selected Financial Policies** – a description of the policies that govern the City's approach to revenue estimation, debt management, expenditure projections, maintenance of fund balances, and other financial responsibilities;
- **Departmental Budgets** – City department-level descriptions of significant policy and program changes from the 2019 Adopted Budget, the services provided, and the spending levels proposed to attain these results;
- **Appendix** – an array of supporting documents including Cost Allocation, a summary of cost allocation factors for internal City services; a summary of position changes by department contained in the 2020 Proposed Budget; and a glossary.



## Reader's Guide

### Departmental Budget Pages: A Closer Look

The budget presentations for individual City departments (including offices, boards, and commissions) constitute the heart of this document. They are organized alphabetically within seven functional clusters:

- Arts, Culture, & Recreation;
- Education, Health & Human Services;
- Neighborhoods & Development;
- Public Safety;
- Utilities & Transportation;
- Administration; and
- Funds and Funding Sources.

Each cluster, with the exception of the last, comprises several departments sharing a related functional focus, as shown on the organizational chart following this reader's guide. Departments are composed of one or more budget control levels, which in turn may be composed of one or more programs. Budget control levels are the level at which the City Council makes appropriations.

The cluster "Funds and Funding Sources" is comprised of sections that do not appear in the context of department chapters, including the General Fund Revenue Table, Cumulative Reserve Funds, Fiscal Reserve Funds, Community Development Block Grant Funding Source, and other administrative funds. A summary of the City's general obligation debt is also included in this section.

As indicated, the proposed budget appropriations are presented in this document by department, budget control level, and program. At the department level, the reader will also see references to the underlying fund sources (General Fund and Other) for the department's budgeted resources. The City accounts for all of its revenues and expenditures according to a system of funds. In general, funds are established to account for specific revenues and permitted expenditures associated with those revenues. For example, the City's share of Motor Vehicle Fuel taxes must be spent on road-related transportation activities and projects, and are accounted for in a fund in the Transportation Fund. Other revenues without statutory restrictions, such as sales and property taxes (except voter-approved property taxes), are available for general purposes and are accounted for in the City's General Fund. For many departments, such as the Seattle Department of Transportation, several funds, including the General Fund, provide the resources and account for the expenditures of the department. For several other departments, the General Fund is the sole source of available resources.

# Reader's Guide

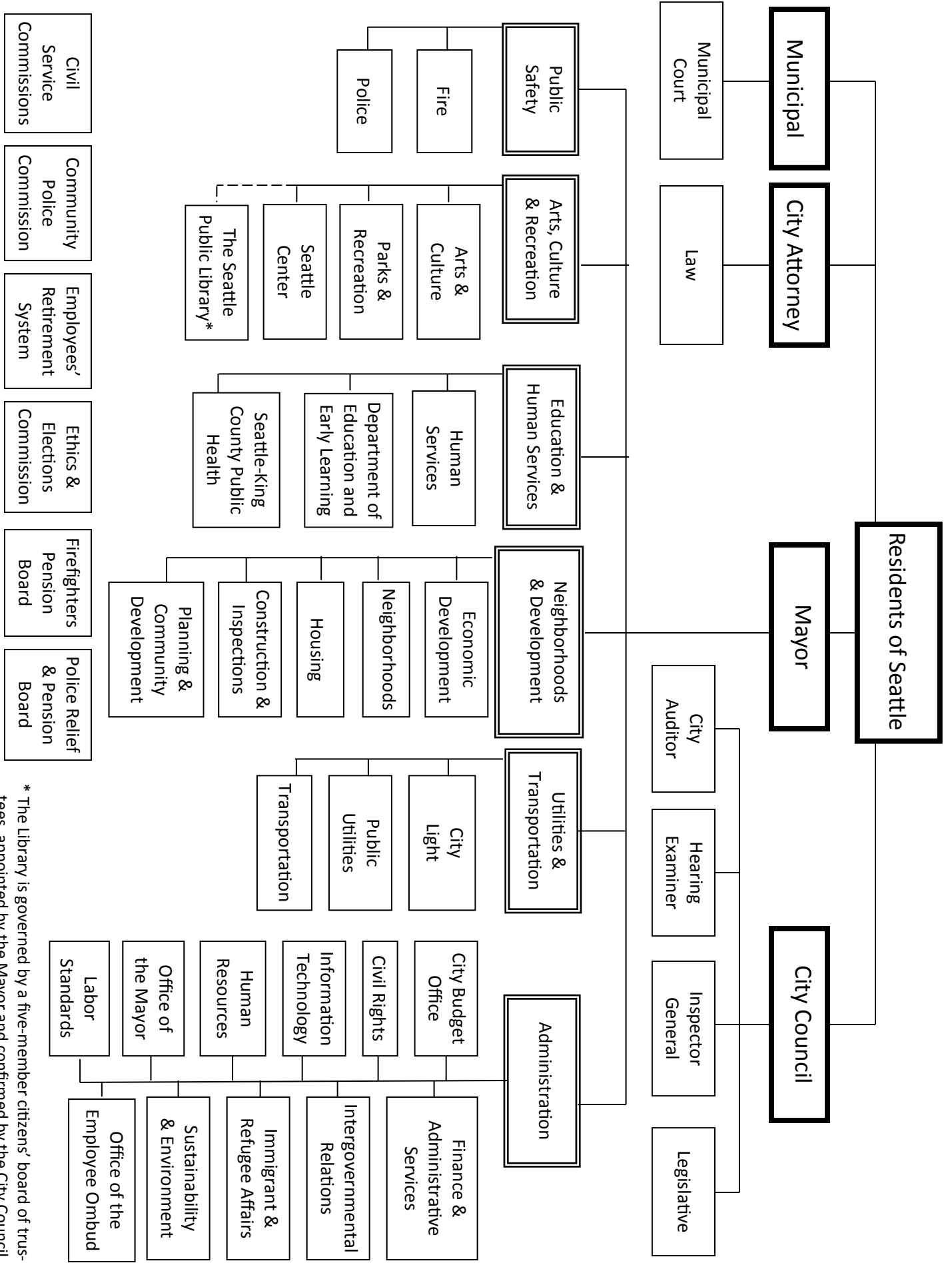
## Budget Presentations

Most department-level budget presentations begin with information on how to contact the department. The department-level budget presentation then goes on to provide a general overview of the department's responsibilities and functions within City government, as well as a summary of the department's overall budget. A narrative description of the issues impacting the department's 2020 Proposed Budget then follows. The next section of the department-level budget presentation provides a numerical and descriptive summary of all of the incremental budget changes included in the 2020 Proposed Budget, along with a discussion of the anticipated operational and service-level changes that will result. The department-level budget presentation concludes with summary level tables that describe the department's overall expenditures and revenues by type as well as by budget control level and program. All department, budget control, and program level budget presentations include a table summarizing historical and adopted expenditures, as well as proposed appropriations for 2020.

A list of all position changes proposed in the budget has been compiled in the appendix. Position modifications include eliminations, additions, reclassifications, and status changes (such as a change from part-time to full-time status), as well as adjustments to departmental head counts that result from transfers of positions between departments.

For information purposes only, an estimate of the number of staff positions to be funded under the 2020 Proposed Budget appears in the departmental sections of the document at each of the three levels of detail: department, budget control, and program. These figures refer to regular, permanent staff positions (as opposed to temporary or intermittent positions) and are expressed in terms of full-time equivalent employees (FTEs). In addition to changes that occur as part of the budget document, changes may be authorized by the City Council or the Human Resources Director throughout the year, and these changes may not be reflected in the estimate of staff positions presented for 2018. These changes are summarized in the appendix.

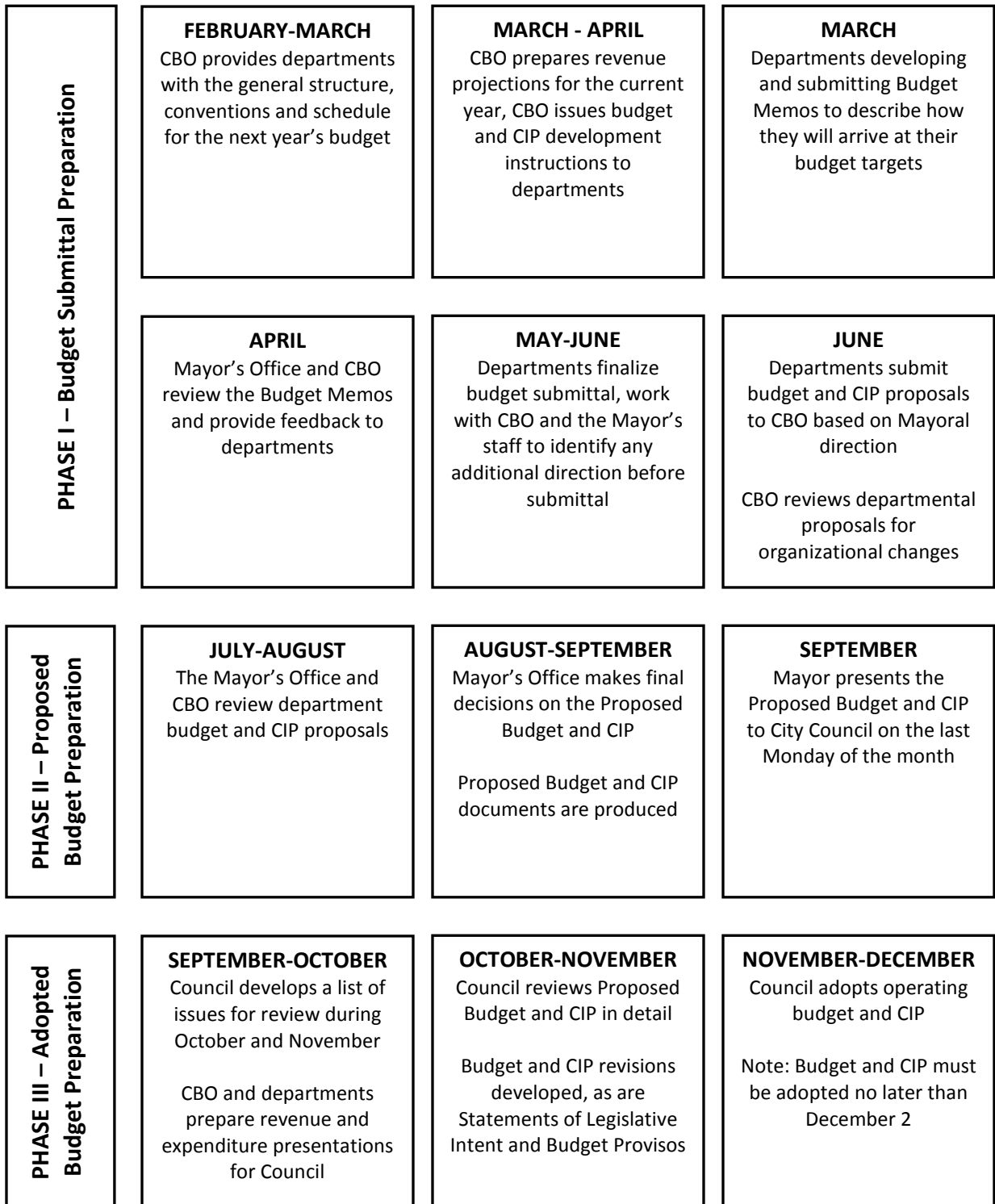
Where relevant, departmental sections include a statement of projected revenues for the years 2019 through 2021.



\* The Library is governed by a five-member citizens' board of trustees, appointed by the Mayor and confirmed by the City Council.



## Budget Process Diagram







## 2020 Proposed Budget Executive Summary

The City of Seattle's 2020 Proposed Budget represents the second year of the City's 2019-2020 biennial budget process. The City's biennial budget process requires that the City develop a two-year budget plan every other year. The first year of the biennial budget is adopted as law, and the second provides the foundation from which to develop a single-year proposal the following year. Accordingly, as part of last year's budget actions, the Mayor and the City Council formally adopted the 2019 Budget and endorsed a budget for 2020. The 2020 Endorsed Budget did not legally appropriate spending for 2020 but did provide a firm baseline from which the 2020 Proposed Budget has been developed.

As described below, the overall revenue forecast for 2019 and 2020, which defines the resources available for appropriation, has changed relatively little since the 2020 budget was endorsed last fall. The local economy has remained stable over the past year, growing steadily but at a relatively modest rate, consistent with the City's forecast. However, several other developments have provided additional resources to support some new spending in 2020. For example, the sale of the Mercer Megablock properties and payments to the City associated with the expansion of the Washington State Convention Center have provided significant resources for both housing and transportation investments. Inflation costs have been somewhat lower than anticipated and the cost of retroactive pay at the Seattle Police Department was less than projected. Most of these additional resources represent one-time infusions and balancing this limitation against the pressures for expansion of ongoing services is among the challenges that the Mayor faced in developing the 2020 Proposed Budget. Recognizing the one-time nature of the additional revenues, a number of the proposals for additional spending represent one-time spending or cautionary investments in pilot programs that need to be further assessed before the City makes long-term funding commitments.

### ***Local Economy Remains Strong but Growth Has Slowed***

For the past two years the City Budget Office (CBO) has predicted that the local economy would continue to grow – buoyed by a strong technology sector and robust construction activity – but that this growth would slow as the pace of hiring and expansion locally began to track more closely to national trends. While stronger growth persisted somewhat longer than had been anticipated, this prediction has largely been realized. Looking forward, the local economic forecast, which underlies the prediction of economically dependent revenues such as sales tax and business and occupation tax, anticipates that this trend will continue. In 2020, CBO is forecasting 1% growth in regional employment, which is significantly slower than the approximately 3% average annual growth rate since the post-recession low point in February 2010. General Fund revenues are expected to grow by about 2.8%, after adjustments, such as removing the one-time proceeds from the sale of the Mercer Megablock, that allow for cross-year comparisons. Such growth is just above the expected rate of inflation at about 2.3%.

Relative to recent forecasts, the most important difference is the downward risk in the current projections. Current federal trade policy has been reducing the volume of international trade, and a further escalation in volleying tariffs poses a significant risk to the regional economy. Major employers including Boeing, Microsoft and Amazon are all dependent on access to international markets. Neither CBO's forecast, nor the national predictions upon which it is built, anticipate that these policies will lead

## 2020 Proposed Budget Executive Summary

to a recession in the coming year, but the probability that such an event could occur has definitely increased. The 2020 Proposed Budget includes additional contributions to both the City's Revenue Stabilization Account and its Emergency Fund, per the terms of existing financial policies, that could help mitigate the impacts of an economic downturn, should one occur.

### **Affordable Housing and Equitable Development – Opportunities Provided by the Sale of the Mercer Megablock and New State Laws**

While the recent strength of the local economy has driven growth in City revenues, it also has created significant policy challenges in terms of housing affordability and displacement. The City has responded with a variety of strategies, both in terms of direct funding and regulatory intervention. In the 2020 Proposed Budget, the proceeds from the sale of the Mercer Megablock properties will provide significant resources to expand direct investments in new and existing strategies to provide affordable housing and promote a more equitable, community-driven pattern of neighborhood development. In total, after accounting for transaction costs, the sale of the Megablock properties will provide more than \$78 million for these programs. Of this total, \$15 million is allocated to the City's existing Equitable Development Initiative (EDI). Led by the Office of Planning and Community Development, EDI provides direct funding for community-driven development efforts that are designed to serve existing residents, businesses and the cultural organizations that are at the highest risk of displacement. This will complement the \$5 million in annual funding from the Short-Term Rental (STR) Tax that now will now be fully devoted to EDI projects. In 2019, approximately \$1 million of STR revenues are being used to fund the staff tasked with implementing EDI. Consistent with recent City Council action directing that STR revenues not be used to fund City staff, the 2020 Proposed Budget allocates General Fund resources for this purpose.

An additional \$15 million will be directed to the Office of Housing to further mitigate residential displacement by funding affordable home ownership via a community land-trust model. Residential affordability, both for homeowners and potential tenants, will also be enhanced by a proposed \$6 million investment in enhancing the affordability of accessory dwelling development. The City recently approved legislation expanding the opportunities for the construction of such units, and the Mayor is now proposing that \$6 million of the proceeds from the sale of the Mercer Megablock properties be used to fund a low-cost loan program to reduce the cost of building such units, in exchange for ensuring that they will be rented at affordable rates.

The remaining \$42 million in proceeds from the sale of the Mercer Megablock properties will be held in Finance General, awaiting appropriation for strategic investments that will produce publicly-owned assets, whether that be undeveloped land or existing facilities, to provide affordable housing, mitigate the pressures of displacement, and provide other potential public benefits on a permanent and enduring basis. The Megablock properties are a significant tangible asset and the Mayor believes that if they are to be sold, the proceeds from the sale should be used to purchase comparable assets that can provide long-term value to future generations of Seattle residents. Over the coming months and into the first part of 2020, the Mayor has proposed a process to work with the City Council to identify such opportunities, vet these potential investments with a committee of community experts and stakeholders, and to bring forward specific proposal for Council action. Rarely does the City have access to the resources needed to make such targeted investments in support of the joint goals of expanding

## 2020 Proposed Budget Executive Summary

access to affordable housing and mitigating the risk of displacement for local residents, businesses and cultural institutions.

In addition to this funding for affordable housing and equitable development, more than \$50 million of the total \$143.5 million in proceeds from the sale of the Mercer Megablock properties are dedicated to transportation purposes. Portions of the Megablock properties were originally purchase with transportation-restricted resource and must be used for transportation purposes. The details of this proposed spending are summarized below as part of a more general discussion of proposed transportation funding.

Actions by the state legislature to increase the funding available for affordable housing have provided for further opportunities to expand investments in affordable housing, relative to what was originally planned in the 2020 Endorsed Budget. The City recently adopted legislation taking advantage of a new state law that provides an opportunity to redirect a portion of the sales tax collected from local jurisdictions into new affordable housing investments. This will provide up to \$4.5 million per year for 20 years for new affordable housing. The 2020 Proposed Budget invests in 175 new units of Permanent Supportive Housing (PSH) and the associated operation and maintenance costs. Debt will be issued to secure the funding needed to build the housing, and this new revenue stream will provide both the resources needed to repay that loan and the operational costs of the facility.

Taking advantage of another state law change in 2019 ([HB 1219](#)), the Mayor is also making \$25 million total of Real Estate Excise Tax (REET) revenues available to support additional capital investments for new affordable housing through 2025. Per City policy, REET revenues are generally targeted toward spending on the long-term maintenance of City facilities, including things such as roof repair, HVAC replacement and other basic capital needs. While additional funding for affordable housing is a priority for the City, ongoing investments in our existing facilities is necessary to support the provision of other City services and to avoid costly projects that result from the neglect and deferred maintenance. The budget strikes a balance between these competing uses of REET revenues.

### **A Renewed Focus on Assistance for Small Business**

The strength of the local economy has also been a mixed blessing for the City's business community. The growth in employment and population has created significant opportunities, but the pressure on wage costs, commercial rental rates and competition have also created significant challenges, particularly for small businesses. The Mayor's proposed budget responds to this dynamic by expanding the tools available to the Office of Economic Development's (OED) Only in Seattle (OIS) Program, as well as an increased strategic focus at OED on service-oriented small businesses in neighborhoods facing high-risk of displacement. The proposed budget includes \$300,000 for two designated funds to assist small businesses, the Business Stabilization and Tenant Improvement funds. The Business Stabilization Fund will help small businesses facing short-term emergencies, such as theft, vandalism, or emergency repairs, with a focus on those in high-risk displacement neighborhoods. The Tenant Improvement Fund encourages the development of affordable commercial tenant improvements for businesses in high displacement risk areas. Both these funds are part of the office's new Inclusive Economy Agenda, which aims to reduce barriers to economic success for small business owners.

## 2020 Proposed Budget Executive Summary

### Expansion of Childcare Subsidies and Access to Healthy Food – Opportunities Provided by Sweetened Beverage Tax Revenues

Unanticipated growth in the revenues from the City's Sweetened Beverage Tax (SBT) represents a notable exception to the general observation that tax revenues have tracked closely to forecast. For the second year in a row, 2019 SBT revenues will significantly outpace our initial forecasts, and this outcome has led CBO to also revise 2020 revenue estimates as well. The original forecasts for 2019 and 2020 anticipated approximately \$21 million per year in SBT revenues—the forecast now projects that to be closer to \$24 million per year. This will provide an additional \$3 million per year in funding for SBT-eligible activities. Furthermore, after final action was taken on the 2019 Adopted and 2020 Endorsed Budget, Council provided direction to the Executive that will make additional SBT resources available for such activities in 2020 and beyond. In particular, the 2019 Adopted and 2020 Endorsed Budget relied on SBT revenues to support more than \$6 million in annual spending that had previously relied on General Fund resources. The 2020 Proposed Budget implements that direction, meaning that about \$9 million of ongoing SBT funding is available to be allocated in the 2020 Proposed Budget (approximately \$3 million from the forecast revision and \$6 million due to change in policies regarding the use of funding). In addition, unspent fund balance of approximately \$4 million from 2019 is also available for appropriation on a one-time basis in 2020.

This additional ongoing funding will be used to make three significant investments. First, \$2.7 million will be dedicated to a significant expansion of the Fresh Bucks program, which provides direct assistance for the purchase of healthy foods to those who might not otherwise be able to afford such options. An additional \$3 million will be made available to the Department of Education and Early Learning (DEEL) to expand the eligibility and depth of the subsidies offered through the City's Child Care Assistance Program (CCAP). Specifically, this funding will support increasing income eligibility from 300% to 350% of the Federal Poverty Level (FPL), fund enrollment increases, reflect the increasing cost of childcare, support providers who participate in the program, and enhance staffing capacity. The 2020 Proposed Budget almost doubles the funding for the program, and as a result, an additional 500-700 families will receive childcare vouchers. In addition, the proposed budget provides \$2.5 million to the Department of Neighborhoods to create a Healthy Food Fund, a new community grant program to improve public health. The Fund is consistent with the recommendations from the Sweetened Beverage Tax Community Advisory Board (CAB), which provides recommendations regarding the City's use of SBT revenue. Additional funding will also be provided to fund some additional youth-focused recreational activities in the Department of Parks and Recreation. The remaining resources are to be used to support the staff needed to implement the new and expanded programs.

The additional, one-time \$4 million unspent fund balance mentioned above will be used for two purposes: the creation of a one-time \$3 million opportunity fund to address capital needs at P-patches and community gardens, which can directly help provide access to healthy food for both the gardeners themselves and the agencies to whom the P-patches and community gardens donate; and the creation of a fund reserve to protect against a future downturn of SBT revenues. Initially, the reserve would be funded at \$1 million.

# 2020 Proposed Budget Executive Summary

## Public Safety

**Seattle Police Department Staffing.** The Mayor maintains a strong commitment to public safety and consistent with that view, the 2020 Proposed Budget includes funding to enhance public safety services in a number of ways. Unanticipated challenges in both recruitment and retention have constrained the Seattle Police Department's (SPD) ability to meet the hiring goals set in the original budget. With lower staffing levels than anticipated there are resources available to fund new recruitment and retention efforts, and to invest in programs that can complement the officers who are available for duty.

As the hiring challenges became clear early in 2019, the Executive formed a work group that included experts from SPD and elsewhere in the City to identify new strategies to enhance both recruitment and retention. The 2020 Proposed Budget includes approximately \$1.6 million to implement these strategies and an additional \$800,000 will be spent on direct financial incentives for new recruits and "lateral" hires who move to SPD from another police department.

These efforts will help increase the size of the force over time, but investments are also proposed to address near-term public safety needs. Nearly \$850,000 in funding will be available to continue the community-based emphasis patrols that began earlier this year. At the same time, the Mayor proposes redirecting \$1.2 million that would have otherwise been spent to fund new sworn officers towards the expansion of the recently revived Community Service Officer (CSO) program. CSOs are non-sworn, civilian positions that work closely with police officers to coordinate on specific community needs and build stronger relationships with communities across the city and may serve as a community pipeline for new officers. The funding will add six CSOs, including a supervisor, expanding the overall program from 12 to 18 employees.

**Behavioral Health and Public Safety.** Beyond these general commitments to enhancing SPD, the budget also includes funding for several innovative pilots designed to address more specific public safety issues. For example, one issue that has become an increasing challenge for both SPD and the Seattle Fire Department (SFD) is the number of non-emergency calls that require attention of both police and fire personnel. Many of these calls come from individuals who are facing significant mental or emotional challenges, but not immediate risks to their physical health. To help reduce the number of calls that are generated, the budget includes funding to provide dedicated nurses at five locations that currently generate a high volume of non-emergent, low-acuity 9-1-1 calls. This will be complemented by a dedicated nurse call line available to other facilities that also generate many such calls. In addition, resources will be available to expand the new "Health One" unit, which will be launched in October of 2019. This unit, which is being piloted by SFD, provides a team that includes both medical and mental health personnel to respond to calls that are not life-threatening emergencies and where other services are required to address both the near- and long-term needs of those seeking assistance. Funding will also be provided to expand SPD's Crisis Response Unit with four new mental health professionals, providing one such professional for each of the five precincts. This addition is not designed to reduce call volumes, but rather ensure that SPD has an appropriate team available to respond to situations where significant mental health crises have created a public safety risk.

**Response to "High Barrier" Individuals.** An analysis of data from SPD, SFD, the Seattle Municipal Court and the Human Services Department has revealed that a relatively small number of individuals are putting significant stress on the City's public safety systems, and that a significant majority of these individuals suffer from serious mental health and/or substance abuse issues. Recognizing that the City's

## 2020 Proposed Budget Executive Summary

existing structure of interventions and services is not successfully addressing their needs or effectively minimizing their impact on the broader community, the Mayor formed a multi-jurisdictional, multi-agency work group, which included City and County representation from the relevant law enforcement, court, prosecution, defense and human service agencies to develop new, more effective strategies. The High Barrier Individual Work Group has just completed a progress report that recommends a number of pilot projects. The 2020 Proposed Budget includes just over \$3 million, including \$2 million in capital costs, to implement these recommendations. The capital investment is associated with a joint effort by the County and the City to transform an unused portion of the King County Jail into a place-based treatment center for those dealing with mental health and substance abuse issues. In addition, the County and the City are working together to provide enhanced services, including referral to appropriate treatment, for individuals who are being released from jail after relatively short stays, but for whom such stays have been repeated and frequent. The Seattle Municipal Court, which also has been an active participant in High Barrier Individual Work Group, will pilot a new approach to probation services for this group of individuals, with an emphasis on lower caseloads for probation counselors, specialized training in harm reduction, and a more flexible approach to court-controlled sanctions and incentives.

### **Human Services and Homelessness – Increased Services and a Shift to Regional Governance**

In terms of overall funding, the Mayor's 2020 Proposed Budget continues a strong commitment to serving the needs of those who find themselves experiencing homelessness in Seattle. Funding is maintained for current services and additional resources are proposed for an expansion of some existing programs. The specific proposals are described below. At the same time, initial funding will be provided to the newly formed King County Regional Homelessness Authority, which has been proposed in conjunction with King County to take over responsibility for the development and implementation of programs to both prevent homelessness and provide services to those who are experiencing homelessness. A funding allocation of \$2 million, paid for by part of a \$5 million donation from the developer that purchased the Mercer Megablock properties, will provide the one-time resources needed to stand up the agency.

The remainder of this donation will provide funding to address a number of other funding needs, including: the resources that may be needed to ramp down operations at two of the City-sanctioned tiny house villages and replace any lost shelter system capacity with increased space in other villages and enhanced shelters; the ongoing operation costs for the recently opened Mount Baker Family Resource Center; and one-time funding needed to sustain families enrolled in the pilot Seattle Rental Housing Assistance Program.

The budget also provides resources to sustain the City's Navigation Team at its current size and capacity level. The Human Services Department used one-time salary savings to expand the Navigation Team in 2019 by hiring two additional Field Coordinators. This expansion has allowed the Team to increase outreach services to those living in unsanctioned locations, and provided the resources needed to remove unsanctioned encampments with a focus on those blocking the right-of-way.

The budget also includes additional resources for Seattle Public Utilities, the Department of Finance and Administrative Services, and the Department of Parks and Recreation to expand the City's existing

## 2020 Proposed Budget Executive Summary

recreational vehicle remediation program. The budget makes an additional investment in 2020 to support the pilot Safe Parking Program originally funded through the 2019 Adopted and 2020 Endorsed Budget. These funds will be added to the \$250,000 already in the 2020 Endorsed Budget, expanding the program's 2020 budget by 50%.

The proposed budget also makes an additional inflationary adjustment for human service provider contracts. The 2020 Endorsed Budget contained a 2% inflationary increase for contracts that are funded by the City's General Fund. The City Council passed [Ordinance 125865](#) in July 2019, requiring that the City adjust all human services provider contracts by CPI-W each year. The proposed budget increases this adjustment to a total of 2.6% across nearly all City HSD contracts.

### **Transportation – Implementing the “Move Seattle” Levy and Investing in Mobility**

As noted previously, the sale of the Mercer Megablock properties will generate significant revenues for the Seattle Department of Transportation (SDOT). Much of this money will be spent to repay previous outstanding debts, including for the construction of the Mercer Corridor itself (\$12.2 million), past operations of the South Lake Union Streetcar (\$3.6 million) and a recent Council-authorized allocation to the Center City Streetcar (\$9 million). In addition, \$9.2 million will be needed to address a decline in the forecast of Commercial Parking Tax revenues. This leaves \$16.7 million for new transportation investments. The 2020 Proposed Budget directs this funding into bicycle facilities, new sidewalks, sidewalk repair, curb ramps, and traffic calming devices that will be SDOT-owned and maintained. These Vision Zero projects were selected based on the priorities in the Bicycle Master Plan, the Pedestrian Master Plan and the Safe Routes to School Action Plan. These documents contain strong equity components, driving capital investments toward neighborhoods that are historically disadvantaged.

The 2020 Proposed Budget continues to support the Move Seattle Levy plan by including capital project staffing support, sidewalk and ADA improvements, multimodal corridor projects, bridge rehabilitation, and school zone safety enhancements. 2019 saw a ramp-up in delivery on many programs, including over 800 striped crosswalks; nearly 15 lane miles of paving; 12 blocks of new sidewalks; and 8 sidewalk block equivalents repaired. The funding in the proposed budget will support the various programs and keep on-track to meet annual planned accomplishments.

In addition, the 2020 Proposed Budget invests the remaining Seattle Transportation Benefit District (STBD) Proposition One revenues by adding 25,000 Metro transit service hours, beginning in March 2020, and continues funding for first/last mile transit service. These investments will support and increase mobility in areas where service gaps remain. The proposed budget also adds almost \$5 million to STBD's capital improvement program to fund items such as new bus shelter pads and benches, transit-only lanes, queue jumps and other spot improvements. Funding in the proposed budget continues to promote affordability and accessibility of transportation options through the ORCA Opportunity program, which provides transit passes to students. The STBD Proposition One measure will expire at the end of 2020.

### **Addressing Climate Change and Shifting to Carbon-free Energy Sources**

In addition to the more traditional transportation funding outlined above, the Mayor's focus on climate change and the need to shift toward carbon-free energy sources is reflected in other transportation-related investments. An additional \$2.2 million is proposed to continue advance electrification of the

## 2020 Proposed Budget Executive Summary

City's vehicle fleet, as called for in the Green Fleet Action Plan. The budget also includes a proposed expenditure of \$600,000 by Seattle City Light to add six more direct current fast chargers for electric vehicles. The 2019 budget included funding for 20 stations and this additional investment will bring the total number of stations to 26. However, investments to reduce the use of carbon-based fuels are not limited to transportation. For example, the budget includes an additional \$1.5 million for the City's Municipal Energy Efficiency Program, which funds capital investments in City facilities that will reduce overall energy consumption, with a focus reducing the use of carbon-based fuels. Looking beyond the actions of the City government itself, Mayor Durkan also recently proposed legislation that would impose a tax on home heating oil, with the associated revenues dedicated to subsidizing homeowners to help offset the costs of converting from oil heat to more efficient electric heat pumps.

### Investing in Community Assets

As noted above, much of the additional funding available for the 2020 Proposed Budget was from one-time sources and thus is most appropriately spent on one-time commitments. This has provided an opportunity for the City to meet the funding needs of several community organizations that have been seeking support for one-time capital investments. For example, using proceeds from street vacations associated with expansion of the Washington State Convention Center, the 2020 Proposed Budget includes \$500,000 to support Lambert House in its effort to purchase the facility it uses to provide services to LGBTQ youth in Seattle; \$1 million for the Chief Seattle Club to complete a major renovation and expansion of its facility in downtown Seattle; and \$500,000 to supplement funding awards for the Equitable Development Initiative. In addition, one-time investments are also proposed for redevelopment of a facility at Magnuson Park that the *Outdoors for All* organization will use to "enrich the quality of life for children and adults with disabilities through outdoor recreation" (\$1,000,000), and for International Community Health Services to pursue the development of a new facility on North Beacon Hill (\$1,000,000).

### Fulfilling Commitments to City Employees

Following through on initial commitments that were made during last year's budget process, the 2020 Proposed Budget includes funding to increase staffing at the newly formed Office of the Employee Ombud, provides resources to the newly formed workplace investigations unit at the Seattle Department of Human Resources (SDHR), adds staff at SDHR to support anti-harassment and anti-discrimination training, and includes a new staff position at the Seattle Office for Civil Rights to support implementation of the Race and Social Justice Initiative. In addition, the budget includes the resources needed to fulfill the financial commitments made to City employees represented by the Coalition of City Unions, and to provide comparable increases to the compensation and benefits provided to the City's non-represented employees.



## Race and Social Justice Initiative (RSJI)

### Introduction

This chapter provides background and context for Race and Social Justice Initiative (RSJI)-related budget additions throughout the 2020 Proposed Budget.

[RSJI](#) is a Citywide effort to end institutionalized racism and race-based gaps in City government. A key component of achieving this goal is the examination of City policies, projects, initiatives and budget decisions to determine how each item impacts different demographic groups in Seattle. Launched in 2004, Seattle was the first U.S. city to undertake an effort that focused explicitly on institutional racism. Since then, King County, and other cities – including Minneapolis, Madison, and Portland – have all established their own equity initiatives. RSJI’s long-term goals are to change the underlying system that creates race-based disparities and to achieve racial equity, as well as to:

- End racial disparities within City government so there is fairness in hiring and promotions, greater opportunities in contracting, and equitable services to all residents;
- Strengthen outreach and public engagement, changing existing services using Race and Social Justice best practices, and improving immigrant and refugee access to City services; and
- Lead a collaborative, community-wide effort to eliminate racial inequity in education, criminal justice, environmental justice, health and economic success.

RSJI works to eliminate racial and social disparities across key indicators of success in Seattle, including: arts and culture, criminal justice, education, environment, equitable development, health, housing, jobs, and service equity.

### Mayoral Direction

Soon after her inauguration, Mayor Jenny A. Durkan signed an Executive Order reaffirming the City's commitment to RSJI and a focus to apply a racial equity lens on actions relating to: 1) affordability, 2) education, 3) criminal justice, 4) environmental justice, 5) transportation equity, 6) labor equity, 7) women and minority business contracting equity, 8) removing internal structural and institutional barriers for City employees, and 9) arts and culture equity. The Executive Order also charged the Mayor’s Office to oversee and coordinate a review of the City’s current implementation of the RSJI and directed department directors, personnel within the Mayor’s Office, as well as the Mayor herself, to participate in implicit bias training.

### Consideration of Race and Social Justice in the Mayor’s Office

Each City department has a “Change Team” – a group of employees that supports RSJI activities and strengthens a department’s capacity to get more employees involved. The team facilitates and participates in discussions on race and racism. The Mayor’s Office and the City Budget Office (CBO) created a combined Change Team in 2015. This team offers staff an opportunity to engage all levels of the Mayor’s Office in discussions around how to more consistently and effectively use an equity lens in policy and budget decision-making. These discussions increase individual and group understanding of how racism and other marginalizing factors affect equity and service provision.

## **Race and Social Justice Initiative (RSJI)**

Consistent with established practice since the launch of RSJI, all 2020 budget adjustments were screened for RSJ impacts. Departments used the City's Racial Equity Toolkit (RET) or other tools to assess direct and indirect results of their proposals, and this analysis was then utilized in the decision-making process within CBO and the Mayor's Office.

### **Race and Social Justice Impacts in the 2020 Proposed Budget**

This section highlights specific examples of RSJI considerations in the 2020 Proposed Budget.

#### **Equitable Development Initiative (EDI)**

The Equitable Development Initiative is coordinated by the Office of Planning and Community Development (OPCD) and guided by an interdepartmental working group from the Office of Housing (OH), Department of Neighborhoods (DON), Office of Economic Development (OED), Office of Arts & Culture (ARTS), Office of Civil Rights (OCR), Mayor's Office (MO), and City Budget Office (CBO). It is also informed by an external interim community advisory board and review committee representing impacted communities. The EDI program addresses historic and market inequities in Seattle's most marginalized communities and neighborhoods that have high displacement risk and low access to opportunity. Under the existing funding structure, approximately \$16 million of one-time funding is paying for capital and capacity building grants for 15 unique projects.

The 2020 Proposed Budget expands this commitment by providing \$15 million of proceeds from the sale of the Mercer Megablock in South Lake Union to create a revolving site acquisition loan fund for EDI projects. Loans will be repaid with permanent financing so that this can be a sustainable tool to serve future projects. In addition, \$500,000 of proceeds from this property sale will be used to begin community outreach and engagement and a feasibility evaluation for strategic land acquisition. The 2020 Proposed Budget also includes \$5.5 million of short-term rental tax revenues and unrestricted cumulative reserve funds for EDI grant awards, \$430,000 of federal Community Development Block Grant dollars, and \$1.1 million of General Fund for EDI administration and staff costs.

#### **Child Care Assistance Program Expansion**

The 2020 Proposed Budget includes Sweetened Beverage Tax (SBT) funding to expand the Child Care Assistance Program (CCAP). CCAP provides financial assistance to low and moderate-income families to pay for child care. The subsidies are based on a sliding scale and the program is designed to support families who make too much money to qualify for the State's Working Connections Child Care program which only supports families up to 200% of the Federal Poverty Level (FPL). DEEL currently contracts with approximately 180 Seattle licensed child care providers. In 2018, 648 vouchers were issued to 491 families. More than 80% of the families that received child care vouchers identified as families of color.

As of September 1, 2019, the sliding scale for the voucher subsidies increased from 300% Federal Poverty Level (FPL) to 350% FPL or approximately \$90,000 for a family of four. The 2020 Proposed Budget continues funding for this expansion, reflects increases in costs for providers, and provides funding for increasing enrollment at lower income levels. DEEL conducts an annual market rate study and the voucher rates are adjusted to reflect the increased costs of child care. The 2020 Proposed Budget also includes additional funding and supports for child care providers who participate in the CCAP program.

## **Race and Social Justice Initiative (RSJI)**

### **Seattle Youth Employment Program Expansion**

The Seattle Youth Employment Program serves youth that are from vulnerable and historically disadvantaged communities. The proposed expansion from a summer only model to a year-round model increases career navigation, exploration, and skill-building opportunities for youth from these communities. HSD does not plan to use a Racial Equity Toolkit for this proposal. HSD has applied Results Based Accountability to develop its theory of change and will have focus populations

### **SHA Rental Assistance Program Pilot Extension**

SRHAP analyzes outcomes and practices by race and ethnicity and will arrive at equity recommendations or goals, with RET guidance, by the end of the pilot. HSD established in its 2017 Homelessness Investments RFP that increasing the rates at which Black/African American households maintain permanent housing through a homelessness prevention project can impact the percentages of people that are living unsheltered and interrupt overrepresentation among Black/African-American households in the homeless services system. The SRHAP pilot is a part of this plan to address racial disparities in services. More than half (52%) the SRHAP participants are Black or African American; this percentage is greater than the percentage of Black or African Americans who are homeless in the region and living in Seattle. Language Access Plan (LAP): Staff across four nonprofit agencies work to ensure that immigrant and refugee English language learners are able to access the information and services they need. Agencies offer support in Spanish, Somali, Amharic, Tigrinya, Marshallese, Vietnamese, Cantonese, Arabic, Oromo, Hindi, and Urdu. Agencies have transferred clients to one another as needed to support SRHAP household language needs. Agencies are also available to SHA to increase the percentage and amount of program materials translated into multiple languages as needed. Continual investment in all four agencies can maintain language access for the entire pilot: eliminating just one of the smallest programs would limit the availability of Arabic, Oromo, Amharic, Somali, Tigrinya, Hindi, Urdu, and Spanish for the pilot and SHA.

### **Mt. Baker Family Resource Center**

The agencies indicated that the proposed families to be served through the Mt. Baker Family Resource Center include families of color who are low income and may have experienced homelessness. The agencies proposed that bilingual services will be provided by REWA for families who are English Language Learners.

### **Investments to Improve Homeownership Opportunities and Creating ADUs**

The Office of Housing (OH) will invest \$21 million of the proceeds from the sale of the Mercer Properties towards increasing affordable housing. OH will use \$15 million to improve homeownership opportunities and \$6 million to support the Mayor's goal of nearly doubling the City's portfolio of permanently affordable homes, affordable to households earning less than 80% of Area Median Income (AMI). OH will also use \$6 million to pilot a loan program to help low- and moderate-income families create affordable ADUs.

# Race and Social Justice Initiative (RSJI)

## **Continuation of 2019 Navigation Team Expansion**

The homeless population is disproportionately made up of people of color, ethnic minorities and LGBTQ. The Navigation Team addresses public safety and public health concerns by conducting outreach to encampment inhabitants, connecting them to resources, including shelters and tiny house villages and other resources aimed at helping them move toward housing. Field coordinators play a critical role in these operations; they serve as the project manager for site engagements, offer and provide storage to encampment occupants, and work closely with outreach to ensure that people living unsheltered are connected to resources.

## **Additional Funding for Safe Parking Pilot**

In 2019, a majority of individuals experiencing homelessness in Seattle/King County identified as people of color. An estimated 42% of individuals identified as White, 32% identified as Black or African American, 10% identified as American Indian or Alaska Native, 4% identified as Asian, and 3% identified as Native Hawaiian or Pacific Islander. Eight percent (8%) of individuals identified with multiple races. Additionally, an estimated 15% of individuals identified their ethnicity as Hispanic or Latino. When compared to the demographic racial profiles of Seattle/King County's general population, disparities were observed among those identifying as Black or African American (32% compared to 27%), as American Indian or Alaska Native (10% compared to 3%), and with Native Hawaiian or Pacific Islander (3% compared to 1%).

The racial equity goals for this pilot will be determined as the project gets more fully underway. The goals will be incorporated into the services and management plan. The Urban League has access to interpreters and language line services to provide services to non-English speaking clients.

## **Startup Costs for King County Regional Homelessness Authority**

Homelessness is often a symptom of structural and institutional racism. Homelessness occurs as a result of a variety of factors, principle among them the legacy of slavery, Jim Crow laws and legislated redlining, all of which have collectively resulted in, among other things, a disparity in wealth by race and ethnicity that, by some accounts, places wealth accumulation of African American households over 200 hundred years behind White households. The result is a phenomenon referred to as network impoverishment, or the financial impoverishment of one's support network to such a degree that they cannot provide support and assistance in times of crisis. In other words, through systematic impoverishment of communities of color, institutionalized racism has reduced the ability of these communities to backstop people in times of crisis, resulting a higher likelihood that people of color will experience homelessness. In King County, nearly two-thirds of people experiencing homelessness are people and families of color. African Americans are five times more likely to experience homelessness than their white counterparts in King County and American Indian and Alaska Native individuals are seven times more likely to experience homelessness.

One of the primary goals of Regional Governance is to build a system that places equity and customer voice at the center. To do that, customers and equity advocates have been closely involved in the design

## Race and Social Justice Initiative (RSJI)

of the new Regional Authority structure, with particular focus on the Governing Board. Specifically, persons with lived experience and organizations representing their perspective expressly identified the need for the Governing Board to not merely consider customer voice, but more importantly include persons with or representing Lived Experience in all levels of governance – the Steering Committee and the Governing Board.

To ensure equity is at the center of the Regional Authority's work, the Authority will proactively seek to eliminate disproportionalities in the population experiencing homelessness and disparities in outcomes for people experiencing homelessness by directly addressing structural racism, ableism, homophobia, transphobia, misogyny and other sources of inequities. To this end, the Authority will establish and operate under an equity-based decision-making framework that shall guide its policy, business processes, and funding activities. This equity-based decision-making framework will establish a prioritization of customers of the service system and people with lived experience of homelessness as decision-makers in both system operations and policy development; a process for driving program and policy proposals based on customer feedback; a process for examining all policy, business process, and funding decisions with an explicit equity and racial justice analysis; a set of strategies to advance equity and racial justice. It will provide for the mitigation of unintended negative consequences; processes to ensure policy and program direction adapts to customer feedback and in response to negative impacts on communities of color; and establish processes to measure, evaluate, and respond to the impact of its decision-making on its goals of advancing equity.

Keeping the customer at the center of the Regional Authority's work requires intentional design to ensure that customer experience is at the heart of program design and customer voice is not merely valued but reflected in every aspect of the Authority's work. The Governing Board will ensure the creation of an Office of the Ombud with the goals of establishing an accountability structure for customers and employees of the Authority and its homeless service system; and promoting customer confidence in the system and the Authority's ability to quickly and appropriately meet the needs of people experiencing homelessness.

Commitment to customers and employees necessitates attention to accessibility. Within six months of formation, the Authority will prepare an initial work plan that, among other things, will describe an organizational structure, a plan for initial implementation of contracted services and a description of major goals and activities that the PDA will undertake until approval of its first Five-Year Plan. This first implementation plan will include ways in which it will address accessibility for employees and customers, including a plan to ensure that language needs of customers, staff and the general public are met.

### **Nurse Call Line**

The new nurse call line is designed to benefit individuals experiencing homelessness, which are disproportionately people of color. According to the 2019 *Point-in-Time Count*, a majority of individuals experiencing homelessness in Seattle/King County identified as people of color. An estimated 42% of individuals identified as White, 32% identified as Black or African American, 10% identified as American Indian or Alaska Native, 4% identified as Asian, and 3% identified as Native Hawaiian or Pacific Islander. Eight percent (8%) of individuals identified with multiple races. Additionally, an estimated 15% of individuals identified their ethnicity as Hispanic or Latino. When compared to the demographic racial

## Race and Social Justice Initiative (RSJI)

profiles of Seattle/King County's general population, disparities were observed among those identifying as Black or African American (32% compared to 27%), as American Indian or Alaska Native (10% compared to 3%), and with Native Hawaiian or Pacific Islander (3% compared to 1%).

### Onsite Nurses at Shelter and Permanent Supportive Housing Locations

Attaching medical services to the shelter or PSH site can satisfy outstanding needs of people experiencing homelessness who are disproportionately Black or African American, American Indian or Alaska Native, and Multi-racial as compared to their percentages in the general population in Seattle/King County.

In 2019, All Home reported that a majority of individuals experiencing homelessness in Seattle/King County identified as people of color. An estimated 42% of individuals identified as White, 32% identified as Black or African American, 10% identified as American Indian or Alaska Native, 4% identified as Asian, and 3% identified as Native Hawaiian or Pacific Islander. Eight percent (8%) of individuals identified with multiple races. Additionally, an estimated 15% of individuals identified their ethnicity as Hispanic or Latino. When compared to the demographic racial profiles of Seattle/King County's general population, disparities were observed among those identifying as Black or African American (32% compared to 27%), as American Indian or Alaska Native (10% compared to 3%), and with Native Hawaiian or Pacific Islander (3% compared to 1%).

In a data scan of the top five PSH sites, there are people who are disproportionately impacted by homelessness who can benefit from nursing staff on site:

- 26% Black or African American
- 11% American Indian or Alaska Native
- 6% Hispanic/Latino
- 3% Multiple Races
- 1% Native Hawaiian or Pacific Islander

100% are living with a disability including:

- 82% mental health problem
- 76% substance use disorder
- 48% physical disability
- 39% chronic health condition

Data was pulled from HMIS on 08/27/2019 for 01/01/2018 through 06/30/2019.

Likewise, staff from the outreach continuum and Seattle Navigation Team, permitted villages, and Navigation Center all report seeing people they engage with who need support to meet immediate and ongoing medical needs and activities of daily living that can be better addressed by on-site nursing staff. People with outstanding post-surgical, pregnancy, or post-partum needs would be better served at a shelter and/or PSH site designed with medical services, rather than in programs that must scramble to generate necessary medical services or referrals.

# Race and Social Justice Initiative (RSJI)

## **CDBG Capital Investments**

This proposal supports organizations and projects designed to support historically disadvantaged communities; ICHS specifically serves the Asian Pacific Islander community; SHA provides housing for low-income households in need of subsidized housing. Systemically, non-white populations are over-represented in being excluded from housing and income opportunity.

## **Domestic Violence Hotline**

In Seattle and King County, an estimated 132,000 women and 86,000<sup>1</sup> men experience some form of intimate partner violence every year. Domestic violence has devastating physical, emotional, and economic consequences for survivors, their children, perpetrators, and their communities. It is the immediate cause of homelessness for approximately 50% of homeless women and children<sup>2</sup>, as well as a significant contributor to poor physical and behavioral health for many adults and children. Due to the impacts of current and historical trauma and oppression, families of color, refugees and immigrants, and other marginalized people are at highest risk for experiencing domestic violence, and they also encounter the greatest barriers to accessing help. For example, immigrant and refugee survivors and other survivors of color are unlikely to consider calling 911 when they are in danger, for fear of deportation, incarceration, and loss of custody of their children.

## **Safety RFP Ramp-Down Funding**

The Safety RFP award review committee members represented and worked with the priority and focus populations of this RFP. Raters hold content expertise with addressing the impacts of the criminal legal system in the City of Seattle, King County, and Washington State. Raters were age, gender, and ethnically diverse and represented multiple cultures and communities: Black, African-American, Native, Black/Mexican, Black (mixed), Brown (mix), South Asian, Asian/Filipino, Asian, African-American/Pacific Islander, Middle Eastern, Hispanic/Latino, LGBTQ, bilingual, and white. The review committee participated in a two-hour session with the Black Prisoners' Caucus (BPC) Chapter from Stafford Creek Corrections Center and a session led by the Seattle Office for Civil Rights. To prepare for the review process, the review committee discussed the anti-racist principles and strategy chart of the People's Institute for Survival and Beyond as guidance and tools when rating applications.

## **Staff Capacity to Support Food Programs**

This funding provides increased support to programs that increase racial equity. People of color experience food insecurity at higher rates than non-Hispanic Whites. Native Hawaiian and Pacific Islanders are 3 times more likely to experience food insecurity compared to non-Hispanic Whites. Black/African Americans are 2.5 times and American Indian/Alaskan Native, Hispanic/Latinx and Asians are 2 times more likely to experience food insecurity compared to non-Hispanic Whites. Food and meal

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<sup>1</sup> Centers for Disease Control, National Intimate Partner and Sexual Violence Survey, 2010 & 2015

<sup>2</sup> The National Center on Family Homelessness, Addressing Issues Facing Families Who are Homeless, 2013

## **Race and Social Justice Initiative (RSJI)**

programs have historically been low barrier programs providing low income families and families of color access to food through location, cultural competency and service delivery style. Food programs are also one of the few accessible services for undocumented clients. HSD used the Racial Equity Toolkit in planning for the 2019 Food and Nutrition RFP and conducted a robust community engagement process with over eleven listening circles and focus groups including two focus groups of food bank clients. All community input was integrated into planning for food and meal investments, which received a significant increase from the Sweetened Beverage Tax.

### **Additional Staff to support Utility Discount Program**

The two pockets will increase capacity to reach the increased household enrollment goals through outreach. The additional capacity will allow staff with fixed call center schedules to attend RSJ trainings and activities. RSJ trainings and activities develop the ability of staff to serve our diverse population of customers through an RSJ lens. A RET will not be used for this proposal because UDP currently serves vulnerable populations and most customers come from areas in the City that are historically disadvantaged. This proposal incorporates Language Access Plan strategies through UDP's community outreach efforts. Outreach efforts target populations with translation and interpretation needs through engagement with local community-based organizations that provide services to immigrant populations.

### **Citywide Outreach & Engagement Expansion**

The Mayor is committed to improving the City's outreach and engagement efforts, especially to historically under-served communities. As part of her commitment, the Mayor has asked the Department of Neighborhoods (DON) to improve the coordination of outreach and engagement by departments through the 2020 budget process. DON is to serve as a strategic advisor to departments so communities can better access City services and information and provide feedback in a more streamlined way. The 2020 Proposed Budget expands the DON's current portfolio to lay the Citywide groundwork to improve how departments provide outreach and engagement. A position will be added to negotiate Memorandums of Understanding (MOUs) with the first cohort of partner departments, including Finance and Administrative Services, the Office of Sustainability and the Environment, Human Services Department, Seattle Information Technology, Seattle City Light, and Seattle Public Utilities. MOUs with partner departments will identify funding to support two additional full-time positions, to be added via supplemental requests in 2020.

### **Community Outreach and Engagement**

Using the Racial Equity Toolkit, the Office of Arts and Culture (ARTS) found the need for more dedicated support to reach communities of color, refugees, and others who have not historically benefited from ARTS' programs. To reach ARTS' racial equity goals of meeting artists who haven't had access to these resources previously requires additional, dedicated communications and outreach capacity that can focus on digging deeper into community engagement opportunities and partnering strategically with community partners. This kind of outreach takes more time and relationship building than traditional modes of media. The 2020 Proposed Budget adds a community outreach and engagement manager to provide expanded reach for open grants, calls for artists, professional development opportunities,



## **Race and Social Justice Initiative (RSJI)**

events, and workshops. This new position will also support ARTS' Language Access Plan and other accessibility efforts, maintain grants, maintain the website, and other communications needs.

### **Expansion of Small Business Support**

The Office of Economic Development (OED) will expand the tools available to the Only in Seattle (OIS) program to include two designated funds to assist more small businesses, the Business Stabilization and Tenant Improvement Funds. The Business Stabilization Fund will help small businesses facing short-term emergencies, such as theft, vandalism, or emergency repairs, with a focus on those in high-risk displacement neighborhoods. The Tenant Improvement Fund encourages the development of affordable commercial tenant improvements for businesses in high displacement risk areas. Both these funds are part of the office's new Inclusive Economy Agenda, which aims to reduce barriers to economic success for small business owners.

### **Eliminate Fines for Overdue Library Materials**

The 2019 Library levy eliminates fines for overdue materials and uses levy resources as a revenue replacement for these funds. Approximately 10% of all accounts that have had a check-out within the last three years are blocked due to fines and fees and patrons are unable to borrow materials. Other library systems have found borrowers return materials at the same or higher rates after fines are eliminated. Overdue fines impact “low opportunity” neighborhoods more significantly because patrons who are unable to pay fines are blocked regardless of whether they return materials or not. Removing fines will increase access to library materials. Over a 7-year period, the levy includes \$8 million to replace lost fine revenue.

### **Pre-Filing Diversion Program Funding of Choose 180 Workshops**

The 2017 Adopted Budget created the Pre-Filing Diversion Program led by the Law Department with assistance from the Seattle Municipal Court. In a 2017 Racial Equity Toolkit (RET) analysis, it was determined that additional services were required to meet racial equity needs of participants, including pre- and post-workshop support and connection with resources in a timely manner. The department conducts six workshops per year, providing one every other month. The six workshops have been funded through carryover budget due to the late start of the program in 2017. For 2020, the department requested \$25,000 to continue the same level of service. An additional \$75,000 is added to increase the workshops to one a month. With 12 workshops per year, participation is expected to increase with a more immediate connection to resources.

The letter sent to young adults inviting them to take part in diversion has been translated into 14 different languages. Telephonic interpretation services are provided to Choose 180 for their outreach and in-person interpretation is provided to participants attending the workshop.

### **Seattle Police Department Diverse Police Officer Recruitment and Hiring**

## **Race and Social Justice Initiative (RSJI)**

The budget supports the department's ongoing efforts to recruit and hire quality, diverse police officers in 2020 above current staffing levels. It is important to both Chief Best and the Mayor to focus on building a department that represents the community it serves. Recognizing the significance of hiring diverse police officers and understanding that the current hiring plan is aggressive, the budget includes continued funding in support of continuing recruiting efforts.

### **Repurpose Funding for Aquatic Equity Initiatives**

The 2020 Proposed Budget repurposes funding in SPR's budget to provide more impactful, equity-focused investments in aquatic programming. Specifically, it will equalize service levels at its 22 wading pools to maintain a consistent operating schedule for community and staff; eliminate the low-income swim fee at all pools; and expand the lifeguard training program with a focus on recruiting diverse, low-income youth to participate in the program.

### **Expand Recreation Programming with Sweetened Beverage Tax Funds**

The 2020 Proposed Budget adds \$150,000 of Sweetened Beverage Tax (SBT) funds to expand summer programming for youth including Destination Summer Camps and the Summer of Safety program. Destination Summer Camps are highly subsidized, low-fee activity camps sited in low-income neighborhoods. In 2018, the department piloted this program with external funding at Garfield Community Center and had more than 580 program registrations. Funding from the Sweetened Beverage Tax will provide a sustainable funding source for this program and allow for expansion to additional sites in Southeast Seattle. The Summer of Safety program provides free, structured recreation for youth not otherwise engaged in formal programming. Sweetened Beverage Tax funds will increase the number of days the program can operate at its existing locations.

### **Add Funding for Outdoors for All**

Outdoors for All enriches the quality of life for children and adults with disabilities through outdoor recreation. In March 2019 through a RFP process, Outdoors for All was awarded the right to renovate and use Building 18 for its future headquarters. This item adds \$1 million to SPR's budget as an award from the Mayor's Office to Outdoors for All to help fund capital improvements necessary to renovate the building.

### **Sidewalk Accessibility and Safety**

As part of an Americans with Disabilities Act consent decree, the City will invest in constructing 1,250 curb ramps annually, increasing accessibility to sidewalks and streets. In addition to curb ramps, the budget includes funding to address sidewalk defects across the City, which will make the sidewalks safer and more accessible.

# Race and Social Justice Initiative (RSJI)

## Digital Equity/Technology Impacts

The Seattle Department of Transportation recognizes the inequities and impacts that can be created via service and transportation models that may require access to or utilization of personal technologies that many underserved residents may not possess (access to mobile payment system, park-by-plate, etc.). This plan will allow SDOT and the City to identify where these perceived advancements can negatively impact certain resident demographics, and where alternative solutions can be equally beneficial and cost effective.

By proactively creating a strategic plan for technology improvements and investments, Seattle can ensure that disparate negative outcomes or burdens, such as construction impacts or loss of business parking, on people of color and historically neglected communities are minimized or eliminated. We will also consider equity as a large component in prioritizing these improvements, making sure to provide high levels of service in areas with lower access to opportunity and high density of people of color and recent immigrants.

## School Safety Improvements

Projects within the Pedestrian Master Plan and the Safe Routes to School Action Plan contain strong equity components, driving capital investments toward neighborhoods that are historically disadvantaged. Schools with higher percentages of non-white or Hispanic students receive a higher priority score during the selection process.

## Increase Capacity for the Office of the Employee Ombud

The Office of the Employee Ombud (OEO) serves as an independent resource for City employees who have questions, concerns and complaints regarding workplace experiences that are not in alignment with the City of Seattle's workplace expectations. In early 2019, the Director conducted nearly a dozen listening sessions with City employees and the consistent themes that emerged in these sessions centered on race, class and gender related discrimination. Additional staff and a more strategically accessible office will increase the OEO's ability to address these concerns, providing greater capacity and a confidential space. In addition to working with individual employees, OEO is working to further dismantle institutional racism by engaging with policy improvements that support the City's continuous effort to provide every City employee a safe and respectful workplace.

## Improving the City's Response to Misconduct Allegations

The Mayor's Executive Order (EO) 2018-04 directed SHDR to establish a Human Resources Investigations Unit (HRIU) as part of the City's initial actions to improve the response to, and thoroughly investigate, employee allegations of harassment, discrimination, retaliation and harassment-related misconduct. Centralizing and establishing consistent practices in investigations is foundational in addressing the disparities that the RSJI Survey reported pertaining to employee concerns over harassment and discrimination. The RSJI Survey found that 80% of respondents who experienced gender-based incidents

## Race and Social Justice Initiative (RSJI)

of harassment in the workplace did not seek help; 29% of women of color and 18% of men of color reported experiencing different workplace treatment due to their race; and 30% of women of color and 37% of white women reported experiencing different treatment due to their gender. The 2020 Adopted Budget finalizes the establishment and funding of the HRIU, allowing the work to address these disparities to continue.

### Increase RSJI Training Capacity

In May 2018, the Mayor issued Executive Order (EO) 2018-04: Anti-Harassment and Anti-Discrimination. Among other things, the EO tasked the Seattle Department of Human Resources (SDHR) director and the Seattle Office for Civil Rights director to develop anti-harassment and anti-discrimination training. SDHR was also directed to work with all departments to develop a training plan for employees to include anti-harassment and anti-discrimination training and bias training. The two departments have worked collaboratively to assess the training needs of executive departments and develop a training plan. The demand for trainings far exceeds the capacity that the two departments have for providing trainings. To respond to the EO, and meet department training needs, the 2020 Proposed Budget adds two positions to SDHR and one position to OCR. SDHR is the lead department on the EO and the training plan. The OCR position will add capacity to the department to do RSJI training and partner with SDHR on embedding RSJI in the anti-harassment and anti-discrimination trainings, described below.

### Anti-Harassment/Anti-Discrimination (AH/AD) Training

Implementation of the AH/AD trainings is one of the first steps in creating a safe, welcoming and inclusive workplace for all employees where discrimination and harassment is not tolerated. In 2020, SDHR and OCR are partnering to create a Train-the-Facilitator Program (TTF) in which employees will know how to:

- Define harassment, discrimination and inappropriate behavior in the workplace and which actions and behaviors should be reported
- List ways to respond to discrimination, harassment and inappropriate behavior in the workplace and resources to reach out to or make referrals to
- Identify behaviors that foster a workplace culture that prevents harassment and discrimination from taking place
- Explain the role that bystanders have when witnessing discrimination, harassment and inappropriate behavior in the workplace
- Explain what bystanders can do upon witnessing harassment, discrimination and inappropriate behavior

The training of approximately 11,000 City employees carries out the primary goal of RSJI of having a racially knowledgeable workforce able to intervene and respond to instances of harassment and discrimination to create culture change that positions the City as an employer of choice. The TTF will utilize strong facilitators who understand and model an equity framework and look at existing groundwork to consider how best to assess and ensure a strong level of facilitation and RSJ competency.

## **Race and Social Justice Initiative (RSJI)**

### **Statewide Initiative 1000 Implementation**

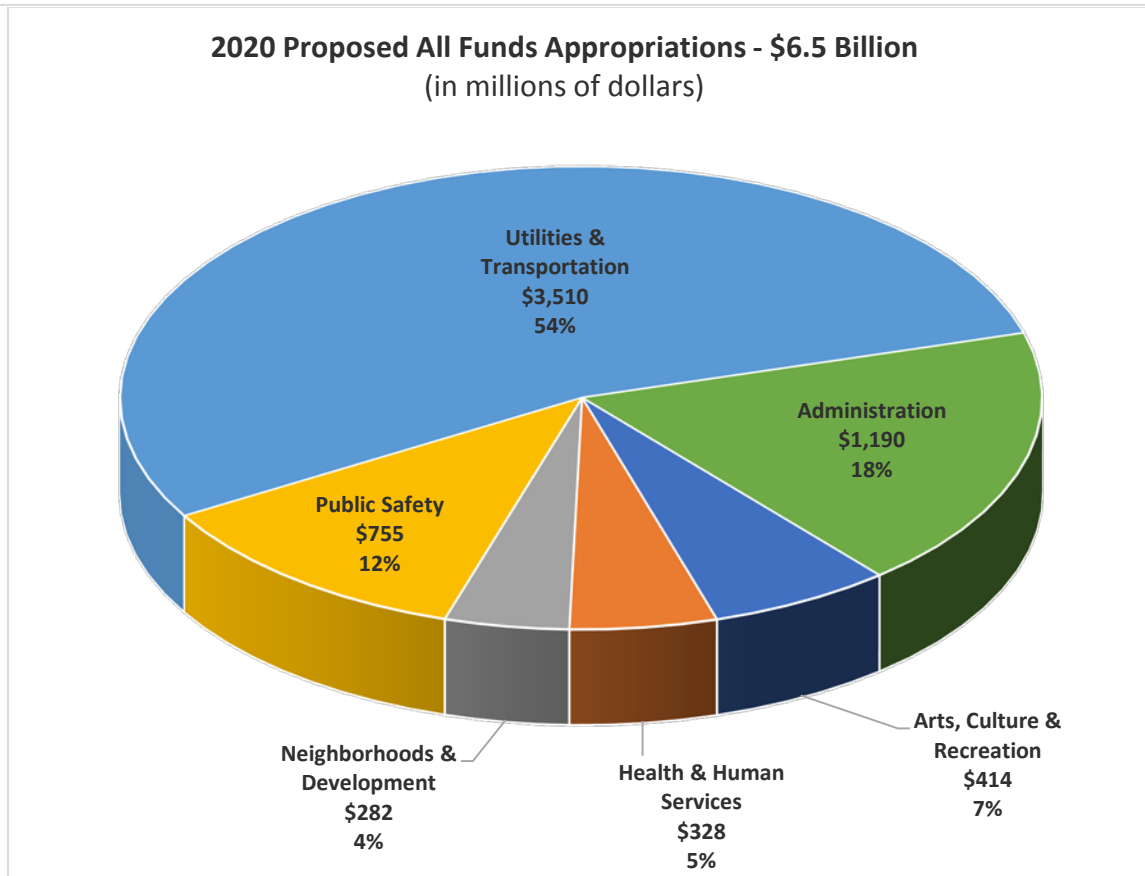
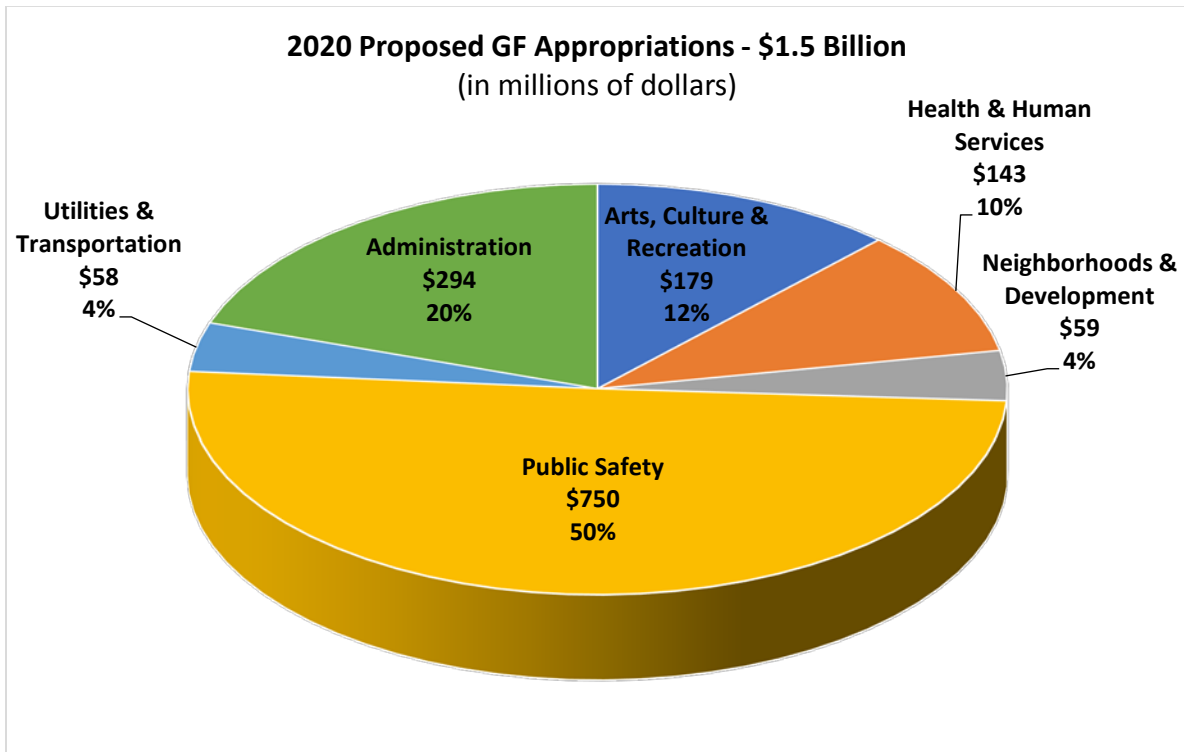
Statewide Initiative 1000 (I-1000) provides agencies with the authority to establish and implement affirmative action programs. With the passing of I-1000, agencies are still prohibited from granting preferential treatment to groups based on race, sex, age, sexual orientation, veteran status, ethnicity and disability. However, agencies now may establish affirmative action programs that allow setting and achieving goals for these protected groups with the purpose of increasing diversity within defined areas provided no quotas or set asides are used.

The City is committed to equity and inclusion within its contracting program, employee hiring and recruitment and education opportunities for Seattle students. This budget funds a body of work that includes a review of how the City's current policies and aspirational goals fit into initiative requirements, support of a Citywide disparity study and development/implementation of any policy or procedural changes necessary to be in compliance.

I-1000 gives the City an opportunity to increase racial equity within the City's contracting, employment and educational policies and programs.



## Summary Charts and Tables



# Summary Charts and Tables

## Expenditure Summary

(In thousands of dollars)

Department	2018 Actuals		2019 Adopted		2020 Endorsed		2020 Proposed	
	General	Total	General	Total	General	Total	General	Total
	Fund	Funds	Fund	Funds	Fund	Funds	Fund	Funds
<b>Arts, Culture &amp; Recreation</b>								
Arts and Culture, Office of	-	13,334	-	14,907	-	14,759	-	15,587
Parks and Recreation,	105,569	231,351	100,987	237,981	100,628	248,611	105,906	261,837
Department of								
Seattle Center	13,813	47,415	13,029	49,151	13,006	46,409	14,544	50,269
The Seattle Public Library	53,546	88,219	54,966	83,183	55,042	63,365	58,884	86,232
<b>SubTotal</b>	<b>172,928</b>	<b>380,319</b>	<b>168,981</b>	<b>385,222</b>	<b>168,676</b>	<b>373,144</b>	<b>179,333</b>	<b>413,925</b>
<b>Health &amp; Human Services</b>								
Education and Early	14,156	67,955	18,226	103,704	18,073	99,145	13,457	105,262
Learning, Department of								
Human Services	109,800	183,215	123,330	198,255	124,667	199,750	129,881	223,228
Department								
<b>SubTotal</b>	<b>123,956</b>	<b>251,170</b>	<b>141,556</b>	<b>301,959</b>	<b>142,740</b>	<b>298,895</b>	<b>143,337</b>	<b>328,490</b>
<b>Neighborhoods &amp; Development</b>								
Construction and	6,476	70,588	7,287	84,935	7,278	85,803	7,639	95,542
Inspections, Seattle								
Department of								
Economic Development,	11,980	11,980	10,683	10,683	10,200	10,200	11,226	11,226
Office of								
Housing, Office of	150	100,815	776	69,353	754	69,368	486	124,034
Neighborhoods,	12,735	12,742	13,700	13,700	13,113	13,113	14,518	20,018
Department of								
Planning and Community	8,231	8,717	12,759	13,305	11,679	12,219	24,617	30,688
Development, Office of								
<b>SubTotal</b>	<b>39,571</b>	<b>204,842</b>	<b>45,205</b>	<b>191,976</b>	<b>43,025</b>	<b>190,703</b>	<b>58,487</b>	<b>281,509</b>
<b>Public Safety</b>								
Community Police	1,201	1,201	1,500	1,500	1,469	1,469	1,567	1,567
Commission, Office of the								
Seattle Fire Department	221,311	221,369	219,515	219,515	220,971	220,971	223,343	223,343
Firefighters Pension	18,840	18,177	19,079	20,688	19,059	21,168	19,099	21,236
Inspector General, Office of	622	622	1,813	1,813	1,964	1,964	2,568	2,568
the								
Law Department	29,936	29,936	30,382	30,382	30,033	30,033	34,204	34,204
Seattle Municipal Court	32,892	32,892	34,760	34,760	34,213	34,213	36,307	36,307
Seattle Police Department	395,044	396,084	398,562	398,562	401,716	401,716	407,407	409,539
Police Relief and Pension	25,632	29,739	25,163	25,937	25,815	26,590	25,859	26,633
<b>SubTotal</b>	<b>725,478</b>	<b>730,019</b>	<b>730,773</b>	<b>733,156</b>	<b>735,240</b>	<b>738,124</b>	<b>750,354</b>	<b>755,397</b>



## Summary Charts and Tables

### Utilities & Transportation

Seattle City Light	-	1,344,062	-	1,374,524	-	1,421,575	-	1,432,987
Seattle Public Utilities	9,179	1,010,921	10,041	1,263,838	10,566	1,396,116	11,752	1,351,389
Transportation, Seattle Department of	43,414	464,113	43,193	634,015	44,337	696,862	45,877	725,884
<b>SubTotal</b>	<b>52,593</b>	<b>2,819,097</b>	<b>53,234</b>	<b>3,272,377</b>	<b>54,903</b>	<b>3,514,553</b>	<b>57,629</b>	<b>3,510,261</b>

### Administration

City Auditor, Office of	2,810	2,810	2,864	2,864	2,611	2,611	2,011	2,511
City Budget Office	7,480	7,480	6,791	6,791	6,753	6,753	7,284	7,284
Civil Rights, Office for	4,943	4,943	4,865	4,865	6,042	6,042	6,640	6,640
Civil Service Commissions	443	443	493	493	492	492	526	526
Employees' Retirement System	-	24,806	-	20,948	-	20,766	-	21,001
Ethics and Elections Commission	630	1,289	1,010	6,466	1,025	1,739	1,095	1,837
Finance and Administrative Services	64,944	453,953	62,413	332,717	61,443	328,951	65,799	346,293
Finance General	96,276	102,722	78,021	84,178	82,277	86,909	135,618	145,306
Hearing Examiner, Office of	739	739	960	960	965	965	1,039	1,039
Human Resources, Seattle Department of	18,775	278,370	18,893	290,859	19,008	302,372	24,943	323,059
Immigrant and Refugee Affairs, Office of	4,628	4,628	5,278	5,278	5,087	5,087	3,954	3,954
Seattle Information Technology Department	20,766	214,953	3,149	287,787	3,168	268,296	3,447	282,509
Intergovernmental Relations, Office of	2,839	2,839	2,844	2,844	2,744	2,744	2,991	2,991
Labor Standards, Office of	5,681	5,424	6,599	6,599	6,657	6,657	6,865	6,865
Legislative Department	15,991	15,991	16,347	16,347	16,234	16,234	17,529	17,529
Mayor, Office of the	5,286	5,286	7,086	7,086	7,111	7,111	7,707	7,707
Sustainability and Environment, Office of	7,665	7,665	7,985	7,985	7,739	7,739	5,624	11,578
Office of Employee Ombud	-	-	509	509	561	561	1,414	1,414
<b>SubTotal</b>	<b>259,898</b>	<b>1,134,343</b>	<b>226,107</b>	<b>1,085,576</b>	<b>229,918</b>	<b>1,072,029</b>	<b>294,484</b>	<b>1,190,040</b>

**Grand Total\***                    **1,374,424**   **5,519,790**   **1,365,856**   **5,970,266**   **1,374,503**   **6,187,449**   **1,483,625**   **6,479,622**

\* Totals may not add up due to rounding



## General Fund Revenue Overview

### City Revenue Sources and Fund Accounting System

The City of Seattle budget authorizes annual expenditures for services and programs for Seattle residents. State law authorizes the City to raise revenues to support these expenditures. There are four main sources of revenues. First, taxes, license fees, and fines support activities typically associated with City government, such as police and fire services, parks, and libraries. Second, certain City activities are partially or completely supported by fees for services, regulatory fees, or dedicated property tax levies. Examples of City activities funded in-whole or in-part with fees include certain facilities at the Seattle Center, recreational facilities, and building inspections. Third, City utility services (electricity, water, drainage and wastewater, and solid waste) are supported by charges to customers for services provided. Finally, grant revenues from private, state, or federal agencies support a variety of City services, including social services, street and bridge repair, and targeted police services.

The City accounts for all revenues and expenditures within a system of accounting entities called “funds.” The City maintains numerous funds. The use of multiple funds is necessary to ensure compliance with state budget and accounting rules and is desirable to promote accountability for specific projects or activities. For example, the City of Seattle has a legal obligation to ensure revenues from utility use charges are spent on costs specifically associated with providing utility services. As a result, each of the City-operated utilities has its own fund. For similar reasons, expenditures of revenues from the City’s various property tax levies are accounted for in separate funds. As a matter of policy, several City departments have separate funds. For example, the operating revenues and expenditures associated with those revenues for the City’s parks are accounted for in the Park and Recreation Fund. The City also maintains separate funds for debt service and capital projects, as well as pension trust funds, including the Employees’ Retirement Fund, the Fireman’s Pension Fund, and the Police Relief & Pension Fund. The City holds these funds in a trustee capacity, or as an agent, for current and former City employees.

The City’s primary fund is the General Fund. The majority of resources for services typically associated with the City, such as police and fire or libraries and parks are received into and spent from one of two funds of the City’s general government operation: the General Fund for operating resources and the Cumulative Reserve Fund for capital resources.

All City revenue sources are directly or indirectly affected by the performance of the local, regional, national, and even international economies. For example, revenue collections from sales, business and occupation, and utility taxes, which together account for 55.5% of General Fund revenue, fluctuate significantly as economic conditions affecting personal income, construction, wholesale and retail sales, and other factors in the Puget Sound region change. The following sections describe the current outlook for the local and national economies, and present greater detail on forecasts for revenues supporting the General Fund and the Cumulative Reserve Fund.

### National Economic Conditions and Outlook

“As Janet Yellen says, expansions don’t die of old age. I like to say they get murdered instead.”

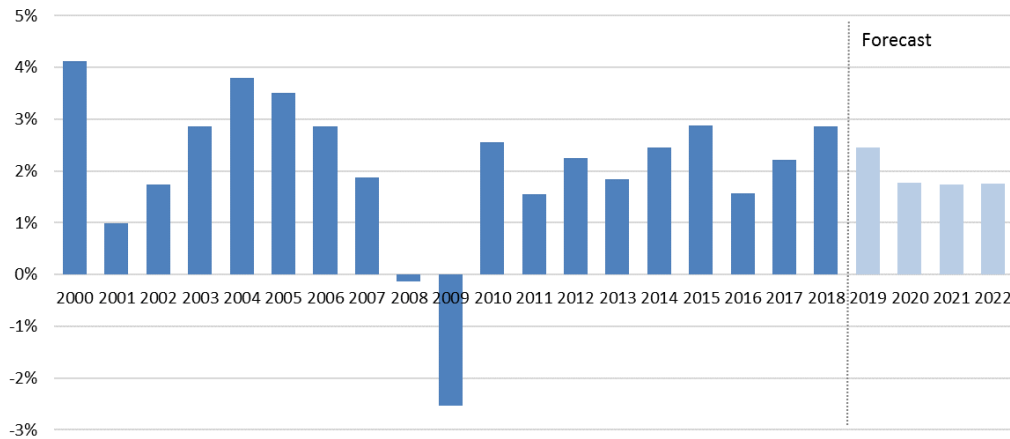
- Ben Bernanke

***Long live the expansion.*** The economic expansion that began after the Great Recession ended in June 2009 is now 123 months long, making it the longest expansion in U.S. history. However, compared to

# Revenue Overview

the previous expansions it is weaker, with real gross domestic product (GDP) growth averaging only 2.3% per year. Over the course of the recovery, the economy has been adding on average 169,000 jobs each month and the unemployment rate has gradually fallen from its 10.0% peak in October 2009 to 3.7% in July 2019. Wages have risen rather slowly, on average at 2.1% per year, but have slightly outpaced the consumer price inflation which averaged 1.7% per year.

Figure 1. Annual U.S. Real GDP Growth



Source: U.S. Bureau of Economic Analysis, IHS Markit.

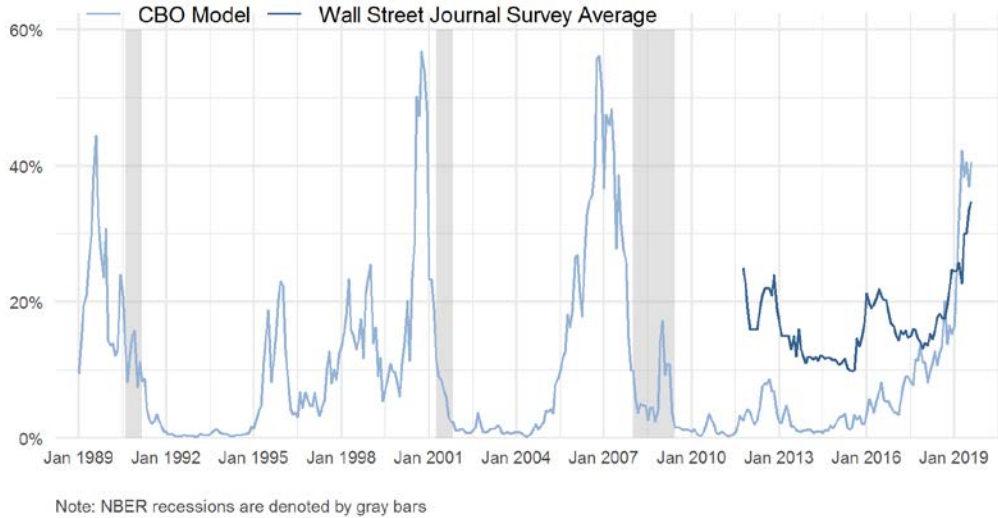
**Increased uncertainty and economic slowdown ahead.** Even though the fundamentals of the U.S. economy appear solid, with continued job and income growth and strong consumer spending, there are increased concerns regarding the future. The rate of economic growth has been decreasing steadily for several decades and is expected to decline further in coming years. It was temporarily stimulated in 2018 by the Tax Cuts and Jobs Act which lowered individual and corporate federal taxes and the Bipartisan Budget Act, which boosted federal spending in 2018 and 2019. This stimulus was however considered by many economists as poorly timed, possibly overheating the economy and causing a boom-bust cycle.

In addition, the overall increase in policy uncertainty and recent escalation in the trade war between the U.S. and China make it more difficult for businesses to anticipate costs and demand. A new study by Federal Reserve economists suggests that the increased trade policy uncertainty could lower growth by about 0.5% in 2019 and 1% in 2020. Combined with a slowdown of global demand, this leads to lower investment and hiring by firms, which could also lower confidence and spending by consumers, thus increasing the risk of a recession. Greater uncertainty about the future has already increased volatility in financial markets and lowered long-term Treasury yields. The 10-year Treasury yield dropped below the 2-year Treasury yield at the end of August 2019. Similar inversions preceded each of the past seven recessions by about 18 months on average. In the September 2019 Wall Street Journal Economic Forecasting Survey of economists, the average probability of recession in the next 12 months was 34.8%, up from 17.7% a year ago. The IHS Markit August 2019 recession probability estimate for the next 12 months is 35%. Finally, based on the 2019Q2 Duke University/CFO Global Business Outlook 68.8% of the 237 U.S. CFOs that participated in the survey believe that a recession will have begun by the end of 2020.

# Revenue Overview

In response to recent economic developments and outlook, the Federal Reserve has lowered interest rates in July 2019 for the first time since the last recession, and another rate cut is very likely in September 2019.

**Figure 2. Probability of a U.S. Recession In Next Twelve Months**

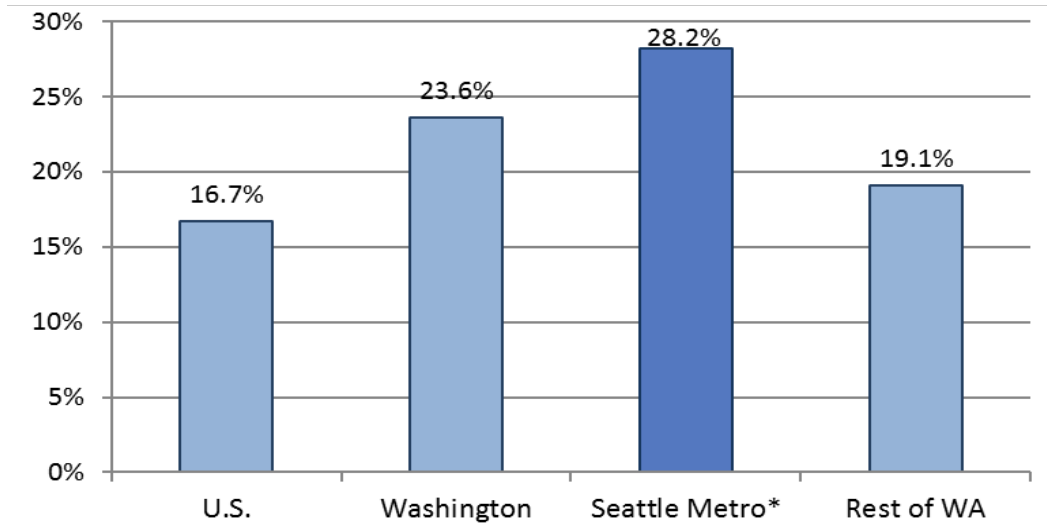


## Seattle Metropolitan Area Economic Conditions and Outlook

***Despite the weak national recovery, the Seattle area economy has grown rapidly.*** Since the Great Recession ended in June 2009, the region’s economy has outperformed the national economy by a considerable margin. This is reflected in the region’s robust job growth and low unemployment rate. Seattle Metro Area (King and Snohomish Counties) employment increased by 28.2% from its post-recession low in February 2010 through July 2019. This compares to a 16.7% gain for the U.S. and a 19.1% gain for the rest of Washington state (see Figure 3). In July 2019, the seasonally adjusted unemployment rate for the Seattle metro area was 3.2%, compared to 4.6% for Washington and 3.7% for the U.S. The region has also outpaced the nation and the state in both income and wage growth during the recovery.

# Revenue Overview

Figure 3. Employment Growth: February 2010 to July 2019



\*King & Snohomish Counties.

Source: WA Employment Security Dept., U.S. Bureau of Labor Statistics.

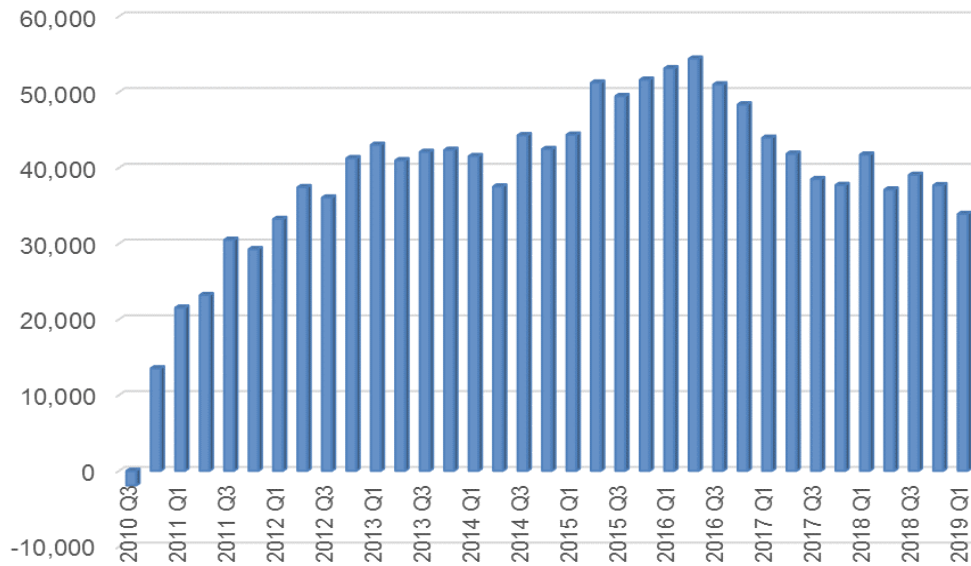
Although virtually all sectors of the region’s economy have seen employment increase during the recovery, the principal driver of growth has been high-technology business. Foremost is Amazon, which has increased its Seattle area employment from less than 10,000 in 2010 to more than 45,000 in 2019. Google and Facebook each have more than 3,000 employees in the region, and other Silicon Valley firms have opened or expanded Seattle area offices. In addition, local firms, including Microsoft, Tableau, and Zillow, have been growing, and new firms have emerged. Strong growth in the technology sector and other basic industries has spurred growth in construction, real estate, and business and professional services.

Strong employment growth has drawn workers and job seekers to the region, boosting the region’s population. Between 2010 and 2019, the population of King and Snohomish Counties increased by 400,000 (15.5%). Slightly more than a third of that increase took place in Seattle. Strong population growth has stimulated employment in the local serving sectors of the economy, including retailing, eating and drinking places, and health care.

Employment growth peaked in the first half of 2016 and has been slowing gradually since then (see Figure 4). One cause of the slowing has been job reductions at Boeing. Between December 2015 and September 2017, Boeing reduced its Washington employment by 12,600. In addition, there are signs that Amazon’s pace of growth slowed in 2018 and 2019.

# Revenue Overview

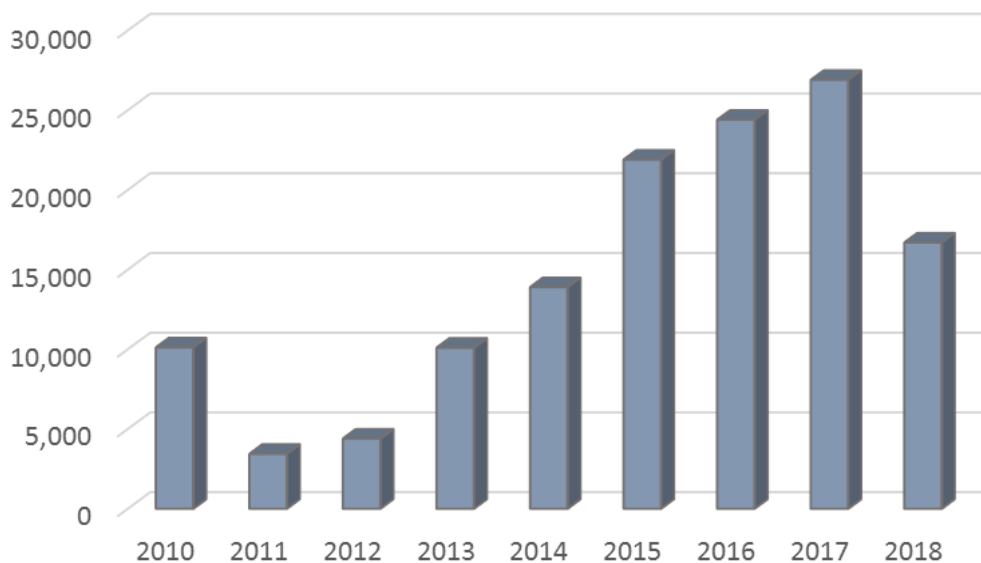
**Figure 4. Seattle Metro Area\* Year-over-Year Employment Change**



\*King and Snohomish Counties. Source: WA Employment Security Dept.

**Seattle has been home to an outsized share of metro area growth during the recovery.** The region’s economic growth during the current recovery has been concentrated in the city of Seattle. Both employment and population growth have been more robust in Seattle than in the rest of the region. The difference has been most pronounced for population growth. Between 2010 and 2018 Seattle’s population increased by 138,640, a 22.8% gain, to reach 747,300 (see Figure 5). The increase for the rest of the metro area (the rest of King and Snohomish Counties) was 12.9%.

**Figure 5. Annual Population Growth, City of Seattle\***

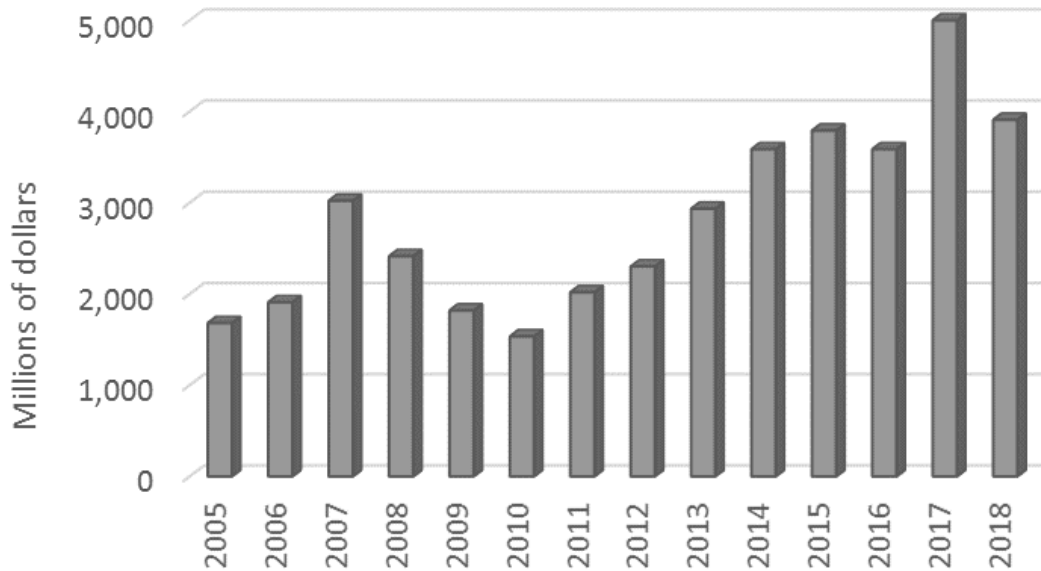


\*April 1 data. Source: WA Office of Financial Management.

## Revenue Overview

The biggest driver of growth in the city has been Amazon, which has added more than 35,000 jobs since 2010. Also contributing the city's growth have been other technology businesses, and business and professional service firms. Employment growth at these businesses, along with the current popularity of in-city living, has boosted the demand for office space and housing in the city, spurring a construction boom. Initially construction was focused in new apartments and public construction, but over time activity has broadened to include more office projects and condominiums. In 2017, the City issued building permits valued at a record \$5.0 billion (see Figure 6).

**Figure 6. Value of Building Permits Issued, Seattle**



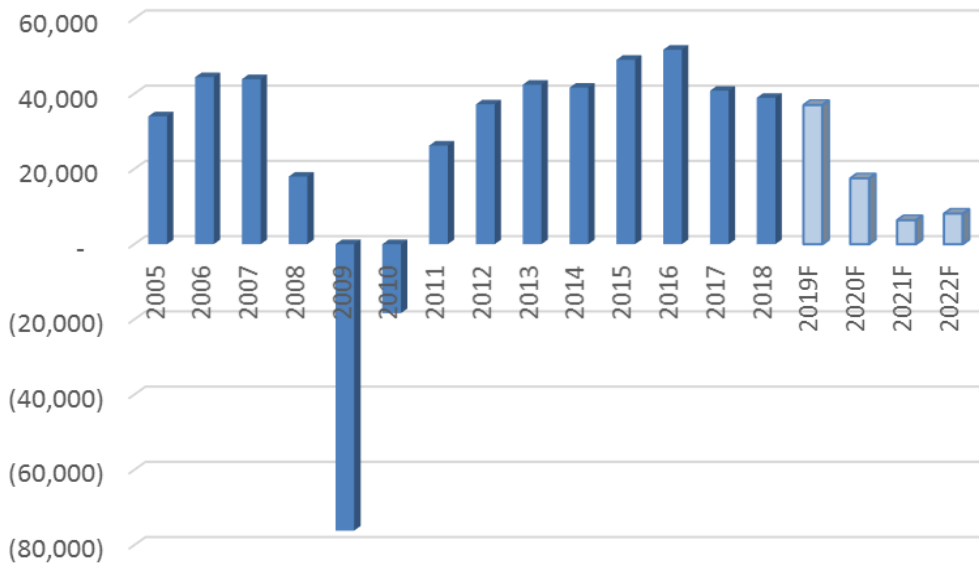
Source: Seattle Dept. of Construction and Inspections.

***The Seattle metro area economy is expected to continue slowing.*** The economic forecast for the metro area assumes that 2016 will be the peak year for employment and population growth during the current cycle, and that the slowing which began in 2017 will continue going forward (see Figure 7). 2019 will see moderate growth, but it will be followed by a fairly steep slowdown in 2020 and 2021. Driving the deceleration is the forecast for the U.S. economy, which predicts the nation's economy will slow as the impact of the 2018 tax cuts wanes and the trade war and slowing world economy take their toll. At the local level, the forecast assumes Amazon's growth will continue to slow and that construction employment will fall gradually for several years after peaking in 2019.



# Revenue Overview

**Figure 7. Annual Growth of Seattle Metro Area\* Employment**



\*King and Snohomish Counties. Source: WA ESD, City of Seattle Budget Office.

The risks to the forecast are high in large part because the probability of a national recession is elevated. A national recession would almost certainly precipitate a regional recession. Even if a national recession is avoided, there are sources of risk and uncertainty in the local economy, including the outlook for the current construction cycle and the fortunes of the region’s technology sector, including major employers Boeing, Amazon, and Microsoft.

Construction activity is highly cyclical, with periods of strong growth often, but not always, followed by steep downturns. The city is currently well into a boom period, with the value of building permits issued annually having more than tripled since 2010. The regional economic forecast incorporates a modest construction downturn beginning in 2020, but a more severe downturn is possible, particularly if there is a national recession.

Risks for Boeing include the federal government’s expanding trade war, the risk of a national recession, and the grounding of the 737 MAX. As the nation’s biggest exporter, Boeing is vulnerable to trade war retaliation, and national recessions have always been followed by employment reductions in the aerospace industry. Boeing’s most immediate problem is resolving the safety issues that have led to the grounding of the 737 MAX. If the return of the MAX is delayed longer than currently anticipated, Boeing has said it might temporarily halt MAX production and lay off workers at its Renton facility.

A major source of uncertainty is the future course of Amazon in the region. The company’s decision to sublease rather than occupy the Rainier Square Tower suggests its expansion in Seattle will continue to slow. However, Amazon has been both purchasing and leasing office space in Bellevue, and the firm is in the process of moving its worldwide operations unit from Seattle to Bellevue. At the same time, Amazon is developing a second headquarters in Virginia.

## Consumer Price Inflation

***Inflation remains moderate, effect of trade tariffs likely to be small.*** The Great Recession pushed inflation into negative territory in 2009, the first time in 54 years that consumer prices had declined on

# Revenue Overview

an annual basis. During the subsequent recovery, inflation has remained subdued, with the U.S. Consumer Price Index for All Urban Consumers (CPI-U) averaging 1.8% per year over the period 2010-2018. For the 12-month period ending in July 2019, the U.S. CPI-U increased by 1.7%.

Local inflation tends to track national inflation because commodity prices and national economic conditions are key drivers of local prices. Seattle inflation has been, however, running higher in recent years due to the region's high housing price inflation. From 2011 to 2018, the Seattle CPI-U has grown on average 2.3% each year, compared to 1.8% for the U.S. CPI-U. Average annual housing inflation for this period was 3.8% for Seattle and 2.3% for the U.S.

Nationally, inflation is expected to average about 2.3% over the next several years. The estimates of the effect of trade tariffs suggest only a small impact around 0.3%, because goods constitute just 30% of total consumer spending and consumers will to some extent lower and shift their spending. Seattle area inflation will continue to track higher than national inflation in the short run, though the gap will narrow as the region's housing price inflation slows.

## ***Annual Wage Increase adjustments for City of Seattle employees are based on the Seattle CPI-W.***

Annually, the City of Seattle adjusts employee salaries for changes in the cost-of-living. Most wage adjustments are based on the Seattle CPI-W, which measures price changes for urban wage earners and clerical workers (the CPI-U measures price changes for all urban consumers). In recent years, some adjustments have been based on negotiated fixed rate increases. The two CPI measures that the City uses for annual wage increase adjustments are:

- June-to-June change in Seattle CPI-W
- Change in Seattle CPI-W averaged for 12 months ending in June

## City Revenue

The following sections describe forecasts for revenue supporting the City's primary operating fund, the General Fund, its primary capital funds – the Cumulative Reserve Funds, and two select other funds – the Sweetened Beverage Tax Fund and the Short-Term Rental Tax Fund.

## General Fund Revenue Forecast

Expenses paid from the General Fund are supported primarily by taxes. As Figure 8 illustrates, the most significant revenue source is the property tax, which accounts for approximately 24%, followed by sales tax, the Business and Occupation (B&O) tax, and utility taxes.

# Revenue Overview

**Figure 8. 2020 Proposed General Fund Revenue Forecast by Source - \$1,469.3 Million**

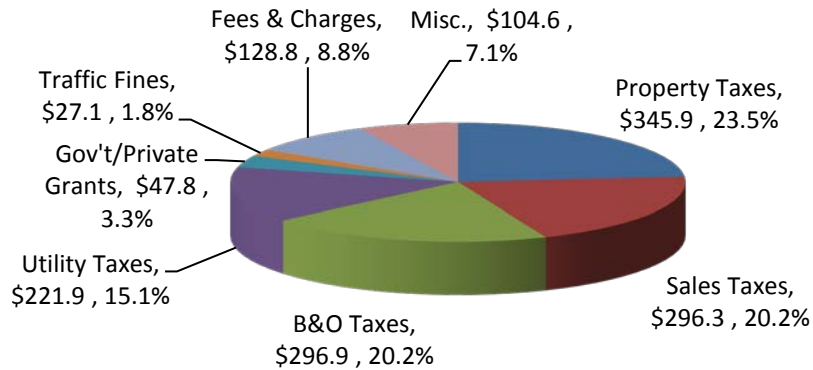
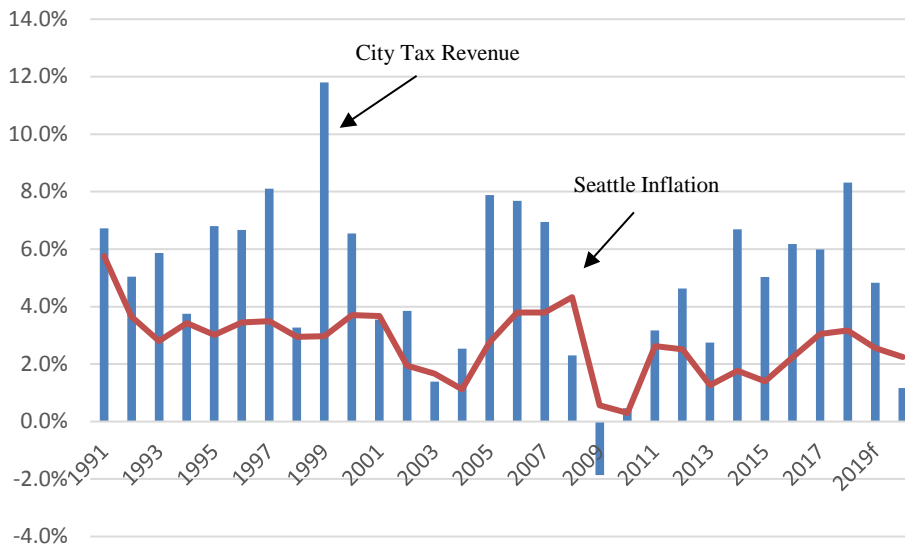


Figure 9 illustrates tax revenue growth continuing to outpace inflation for almost all of the economic expansion since the Global Financial Crisis. Inflation is forecast to be stable and low. Tax revenue growth is forecast to be positive and above inflation, with an average annual growth rate of over 3.0%, 2019 through 2020. Inflation for the same period will average 2.4%. Tax growth is artificially low in 2020 because two relatively new taxes that were included in the general fund (Sweetened Beverage Tax and the Short-term Rental Tax) will now be in their own funds beginning in 2020.

**Figure 9. City of Seattle Tax Revenue Growth, 1991-2020**



# Revenue Overview

**Figure 10. General Fund Revenue, 2018 – 2020\***  
(in thousands of dollars)

Summit Code	Revenue	2018 Actuals	2019 Adopted	2019 Revised	2020 Endorsed	2020 Proposed
311010	Property Tax	260,616	267,942	268,207	278,238	278,786
	Property Tax-Medic One					
311010	Levy	50,711	52,187	52,495	71,212	67,100
313010	Retail Sales Tax	254,492	262,806	266,195	268,078	272,162
	Use Tax - Brokered Natural					
313030	Gas	1,407	1,479	1,485	1,516	1,358
	Retail Sales Tax - Criminal					
313040	Justice	21,783	22,289	23,220	22,736	24,103
	Business & Occupation Tax					
316010	(100%)	274,774	285,467	289,660	295,092	296,939
316020	Admission Tax	11,616	11,302	11,585	11,661	11,691
	Utilities Business Tax -					
316070	Natural Gas (100%)	8,739	11,789	10,929	12,114	11,310
	Utilities Business Tax -					
316080	Solid Waste (100%)	1,829	1,650	1,650	1,800	1,800
	Utilities Business Tax -					
316100	Cable Television (100%)	16,287	16,131	15,498	15,630	14,739
	Utilities Business Tax -					
316110	Telephone (100%)	20,048	20,133	18,897	19,482	18,419
	Utilities Business Tax -					
316120	Steam (100%)	1,086	1,350	1,276	1,390	1,281
316180	Tonnage Tax (100%)	6,385	6,439	6,439	6,634	6,634
317040	Leasehold Excise Tax	5,932	5,250	5,500	5,250	5,500
317060	Gambling Tax	551	425	500	425	475
317090	Short-term Rental Tax	-	10,500	10,500	10,500	-
318100	Sweetened Beverage Tax	22,254	21,386	23,970	21,921	-
335030	Pleasure Boat Tax	131	125	125	125	125
	<b>Total External Taxes</b>	<b>958,640</b>	<b>998,651</b>	<b>1,008,131</b>	<b>1,043,804</b>	<b>1,012,422</b>
	Utilities Business Tax -					
316130	City Light (100%)	54,293	58,010	57,446	60,148	61,150
	Utilities Business Tax -					
316140	City Water (100%)	33,784	33,925	34,500	35,043	34,936
	Utilities Business Tax -					
316150	Drainage/Waste Water (100%)	49,963	51,115	50,876	55,420	55,420
	Utilities Business Tax -					
316160	City SWU (100%)	21,028	20,622	20,622	21,502	21,502
	<b>Total Interfund Taxes</b>	<b>159,068</b>	<b>163,672</b>	<b>163,444</b>	<b>172,113</b>	<b>173,008</b>

\* In the past, 10% of certain tax and fee revenues were shown as revenue to the Parks and Recreation Fund and 90% as General Fund. As of 2009, 100% of these revenues (depicted as "100%" in the table) are deposited into the General Fund. General Fund support to the Department of Parks and Recreation is well above the value of 10% of these revenues.

## Revenue Overview

Summit Code	Revenue	2018 Actuals	2019 Adopted	2019 Revised	2020 Endorsed	2020 Proposed
321010	Professional & Occupational Licenses (100%)	6,134	5,600	5,600	5,964	5,964
321100	Business License Fees (100%)	17,314	17,439	18,163	17,857	18,599
321900	Marijuana License Fees	248	-	548	-	548
322030	Fire Permits & Fees	7,147	7,406	7,775	7,234	7,369
322040	Street Use Permits	960	2,225	2,725	2,175	2,260
322170	Vehicle Overload Permits	264	280	280	260	260
322200	Other Licenses, Permits & Fees	1,514	1,147	1,132	1,147	1,132
322260	Meter Hood Service	4,691	3,985	4,250	3,585	4,500
322900	Other Non Business Licenses	1,256	1,373	1,302	1,371	1,300
	<b>Total Licenses</b>	<b>39,528</b>	<b>39,454</b>	<b>41,775</b>	<b>39,593</b>	<b>41,932</b>
331110	Federal Grants - Other	7,558	188	-	188	1,559
331110	Federal Grants - CDBG	55	2,459	2,459	1,934	2,194
333000	Federal Indirect Grants - Other	4,346	-	-	-	1,012
334010	State Grants - Other	5,275	3,924	4,522	3,928	4,450
	<b>Total Federal and State Grants</b>	<b>17,235</b>	<b>6,572</b>	<b>6,982</b>	<b>6,051</b>	<b>9,214</b>
335010	Marijuana Excise Tax	1,854	1,500	1,500	1,500	1,500
335060	Trial Court Improvement Account	154	165	165	165	165
335070	Criminal Justice Assistance	3,939	3,715	3,715	3,715	3,715
335140	Liquor Excise Tax	3,681	3,650	3,650	3,750	3,750
335150	Liquor Board Profits	5,914	5,950	5,950	5,950	5,950
	<b>Total State Entitlements/Impact Programs</b>	<b>15,541</b>	<b>14,980</b>	<b>14,980</b>	<b>15,080</b>	<b>15,080</b>
337010	Interlocal Agreement	4,205	-	25	-	-
341060	Copy Charges	58	76	55	76	55
341180	Legal Services	2,136	15	657	15	1,434
341190	Automated Fingerprint Information System (AFIS)	3,926	4,504	3,926	4,504	3,926
341190	Fire Special Events Services	1,767	1,320	1,548	1,303	1,530
341190	Personnel Services	1,103	1,103	1,330	1,092	1,330
341220	Animal Shelter Licenses & Fees	2,281	2,400	2,482	2,375	2,532
341220	Other Service Charges - General Government	683	1,028	746	1,093	766

## Revenue Overview

Summit Code	Revenue	2018 Actuals	2019 Adopted	2019 Revised	2020 Endorsed	2020 Proposed
341220	Vehicle Towing Revenues	-	650	650	650	650
342010	Law Enforcement Services	9,736	6,951	8,460	6,986	7,201
342050	Adult Probation and Parole (100%)	270	300	300	300	300
342120	E-911 Reimbursements & Cellular Tax Revenue	2,204	3,489	2,114	3,497	3,531
342160	Emergency Alarm Fees	2,823	-	100	-	100
	<b>Total External Service Charges</b>	<b>31,190</b>	<b>21,836</b>	<b>22,392</b>	<b>21,891</b>	<b>23,356</b>
342040	Court Fines (100%)	26,663	25,864	27,030	25,793	27,127
350080	Municipal Court Cost Recoveries (100%)	202	300	300	300	300
	<b>Total Court Fines</b>	<b>26,865</b>	<b>26,164</b>	<b>27,330</b>	<b>26,093</b>	<b>27,427</b>
360010	Interest on Investments	5,365	8,607	6,295	9,362	6,765
360130	Other Interest Earnings	924	250	450	250	450
360290	Parking Meters	39,013	41,133	39,119	41,014	39,019
360900	Other Miscellaneous Revenue	12,933	4,732	2,802	4,813	69,627
	<b>Total Miscellaneous Revenues</b>	<b>58,235</b>	<b>54,722</b>	<b>48,666</b>	<b>55,439</b>	<b>115,861</b>
341900	Interfund Revenue to City Budget Office	1,826	1,883	1,883	1,874	1,874
341900	Interfund Revenue to HR	9,083	17,039	18,004	17,307	22,304
341900	Miscellaneous Interfund Revenue	20,811	24,034	24,034	23,870	23,870
	<b>Total Interfund Charges</b>	<b>31,720</b>	<b>42,956</b>	<b>43,921</b>	<b>43,051</b>	<b>48,048</b>
341900	Transfer from - Utilities for Council Oversight	564	600	600	600	600
397010	Transfer from - Other Fund	5,844	18,845	19,335	3,762	2,334
	<b>Total Operating Transfers</b>	<b>6,408</b>	<b>19,445</b>	<b>19,935</b>	<b>4,362</b>	<b>2,934</b>
	<b>Total General Subfund</b>	<b>1,344,430</b>	<b>1,388,452</b>	<b>1,397,555</b>	<b>1,427,476</b>	<b>1,469,281</b>

# Revenue Overview

## Property Tax

Property tax is levied primarily on real property owned by individuals and businesses. Real property consists of land and permanent structures, such as houses, offices, and other buildings. In addition, property tax is levied on various types of personal property, primarily business machinery and equipment. Under Washington State law, property taxes are levied by governmental jurisdictions in accordance with annual growth and total rate limitations.

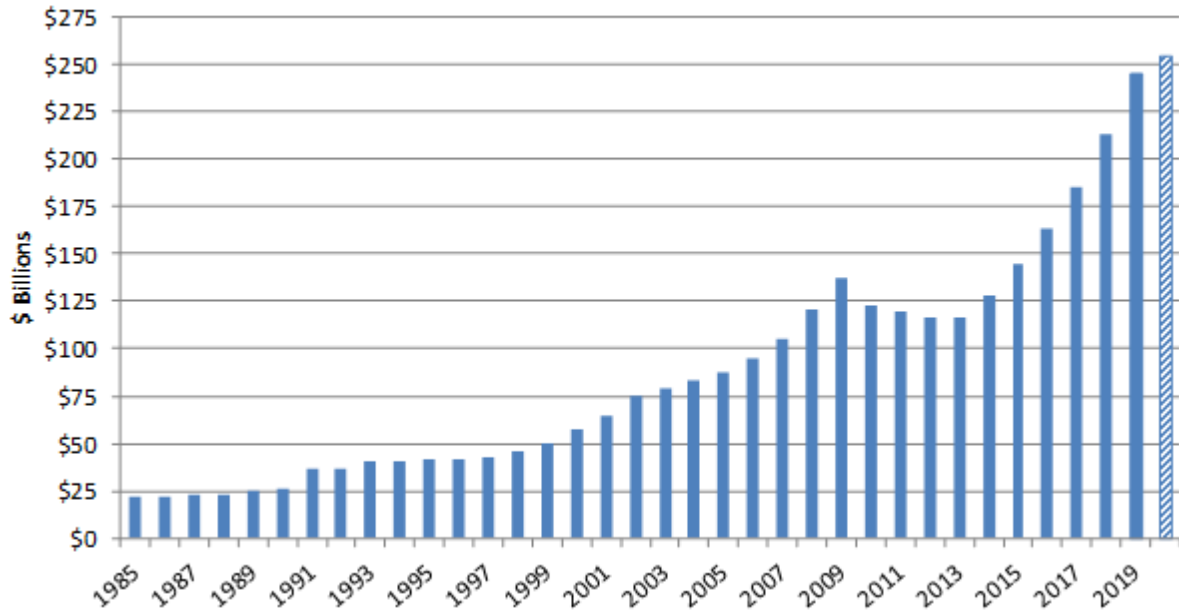
**Statutory growth limits, assessed value and new construction.** State statute restricts the annual growth in property tax revenue in two ways. First, state law limits growth in the amount of tax revenue a jurisdiction can levy to the lesser of 1% or the national measure of the Implicit Price Deflator. Previously, beginning in 1973, state law limited the annual growth of the City's regular levy (i.e., General Purpose plus voted lid lifts) to 6%. In November 2001, voters statewide approved Initiative 747, which changed the 6% limit to the lesser of 1% or the Implicit Price Deflator, effective for the 2002 collection year. On November 8, 2007, Initiative 747 was found unconstitutional by the state Supreme Court. However, the Governor and state legislature, in a special session on November 29, 2007, reenacted Initiative 747, thus preserving the 1% growth limit. The second growth restriction is that state law caps the maximum tax rate a jurisdiction can impose. For the City of Seattle, this cap is \$3.60 per \$1,000 of assessed value and covers the City's general purpose levy, including Fire Pension, and lid lifts.

The City of Seattle's 2019 tax rate at \$2.23 per \$1,000 AV was roughly 27% of the total \$8.28 rate paid by Seattle property owners for all taxing jurisdictions. In 2019, for a home of median assessed value in Seattle, although the tax obligation for taxes imposed by the City of Seattle increased 7.6% from \$1,410 to \$1,518, the total property tax obligation from all taxing jurisdictions decreased 1.1% from \$5,709 to \$5,642. The increase in the City levy is largely due to voter approval of the new Families, Education Preschool and Promise Levy, which replaces the expired Families and Education Levy and the Pre-School Services Levy. The overall decrease is due to the legislated decrease in the Seattle School District's levy for public school funding. For the median valued Seattle residence this was a 23.4% and \$281 decrease from \$1,201 in 2018 to \$920 in 2019. As part of the State Legislature's solution on school funding, the Seattle Public School District's (SPS) levy is capped beginning in the 2019 tax collection year. The State's schools levy increased 2.7% from \$1,742 in 2018 to \$1,790 in 2019 for the median assessed valued residence.

*Assessed Value (AV)* -- Prior to 2010, the last significant decrease in Seattle's total assessed value (AV) was in 1984 when AV decreased 3.6%. As Figure 11 illustrates, total assessed value in the City of Seattle fell in 2010 by approximately 10.3 percent. AV fell again in 2011 and 2012 by 2.9 percent and 2.2 percent respectively. Since then, AV growth has clearly reversed as Seattle AV (commercial and residential combined) has grown an annual average of approximately 13.0% from 2014 to 2019. Seattle AV growth has slowed significantly, however, in the past 12 months. The 2020 Proposed Budget assumes AV growth of 3.9% for the 2020 tax collection year.

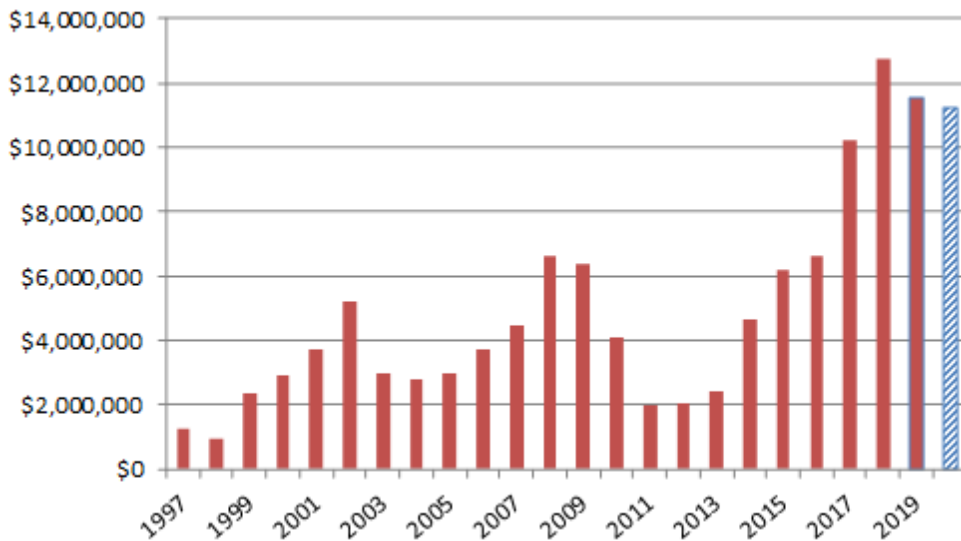
# Revenue Overview

Figure 11. Seattle Total Assessed Value



*New Construction* -- In addition to the allowed maximum 1% levy growth, state law permits the City to increase its regular levy in the current year by an amount equivalent to the previous year's tax rate times the value of property constructed or remodeled within the last year, as determined by the assessor. The City is receiving \$11.5 million in additional levy revenues from new construction in 2019 based on \$5.77 billion in new construction added to the tax roll. The 2020 Proposed Budget assumes a small decrease in new construction value to \$5.45 billion in 2020. These new construction volumes are projected to generate \$11.22 million in 2020 revenue.

Figure 12. Seattle New Construction Property Tax Revenue





## Revenue Overview

**The 2020 Proposed Budget assumes 1% growth plus new construction.** The forecast for the 2020 Proposed Budget's General Fund (General Purpose) portion of the City's property tax is \$268.2 million in 2019 and \$278.7 million in 2020. The 2019 and 2020 amounts include approximately \$200,000 and \$500,000 in additional revenue added since the 2019 Adopted and 2020 Endorsed Budget from increases in new construction relative to prior forecast. Additionally, the City is levying approximately \$249.4 million for voter-approved lid lifts in 2019, and \$264.7 million in 2020. The 2019 amount includes \$86.7 million from the voter-approved 2018 Families, Education, Pre-school and Promise Levy and the 2020 revenue includes \$30.3 million for the renewed Library levy. All levy lid lift proceeds are accounted for in other funds than the City's General Fund. Finally, the City is levying \$22.8 million in 2019 and \$22.7 million in 2020 to pay debt service on voter-approved bond measures.

**Seattle Parks District.** In August 2014, voters approved creation of a Metropolitan Park District (MPD). Pursuant to RCW 35.61, the MPD is a legally separate taxing jurisdiction from the City of Seattle, whose property tax levy authority of \$0.75 per \$1,000 assessed value is outside of the City's statutory rate limit of \$3.60 per \$1,000 assessed value and whose revenues will not be accounted for in the City's General Fund. The MPD, per its 6-year spending plan (2015-2020), is levying approximately \$52.1 million in 2019 and \$53.3 million in 2020.

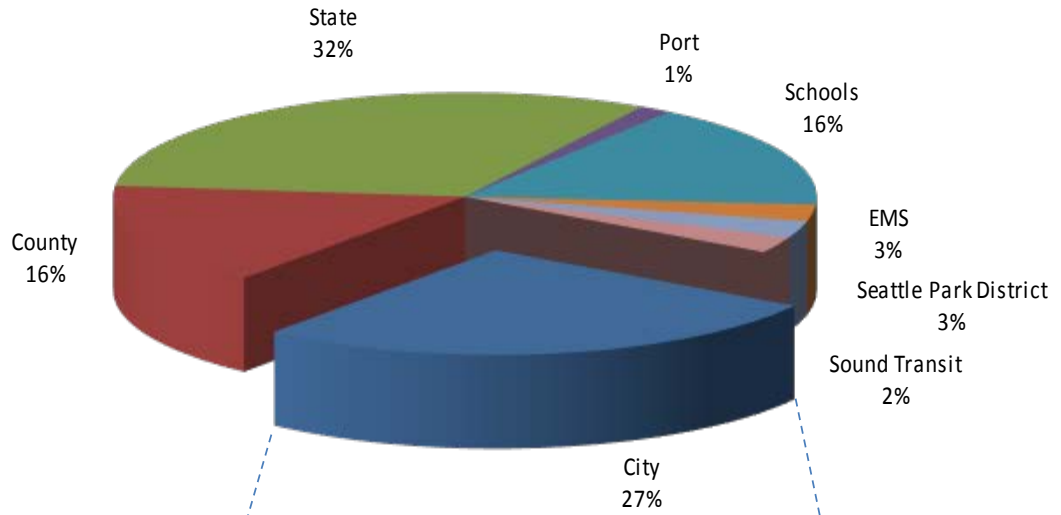
**Medic 1/Emergency Medical Services.** Voters in November 2013 approved a renewal of the Medic 1/EMS levy at \$0.335 per \$1,000 of AV. At this rate King County projected revenues over the 6-year life of the levy of \$678 million, approximately \$256 million of which will come to the City of Seattle. The 2020 Proposed Budget projects revenues of \$52.5 million in 2019, the final year of the current levy. The 2020 Proposed Budget assumes renewal of this levy in 2019 at the proposed \$0.265 per \$1,000 assessed value. This generates approximately \$67.1 million in revenue in 2020.

Figure 13 shows the different jurisdictions whose rates make up the total property tax rate imposed on Seattle property owners, as well as the components of the City's 2019 property tax.

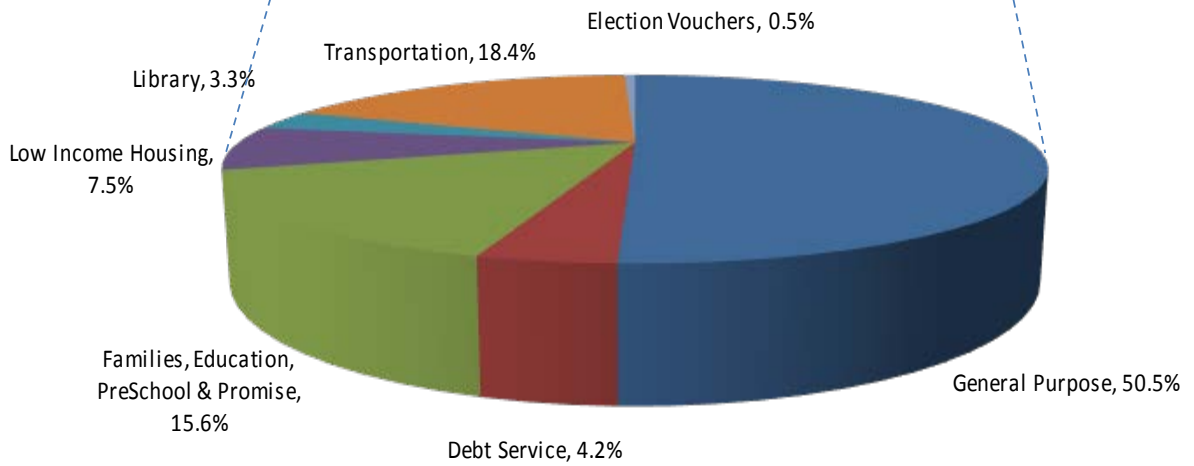
# Revenue Overview

Figure 13.

**Components of Total Property Tax Levy for 2019**  
 (tax rate = \$8.28 per \$1,000 assessed value)



**Components of City's Property Tax Levy for 2019**  
 (tax rate = \$2.23 per \$1,000 assessed value)



# Revenue Overview

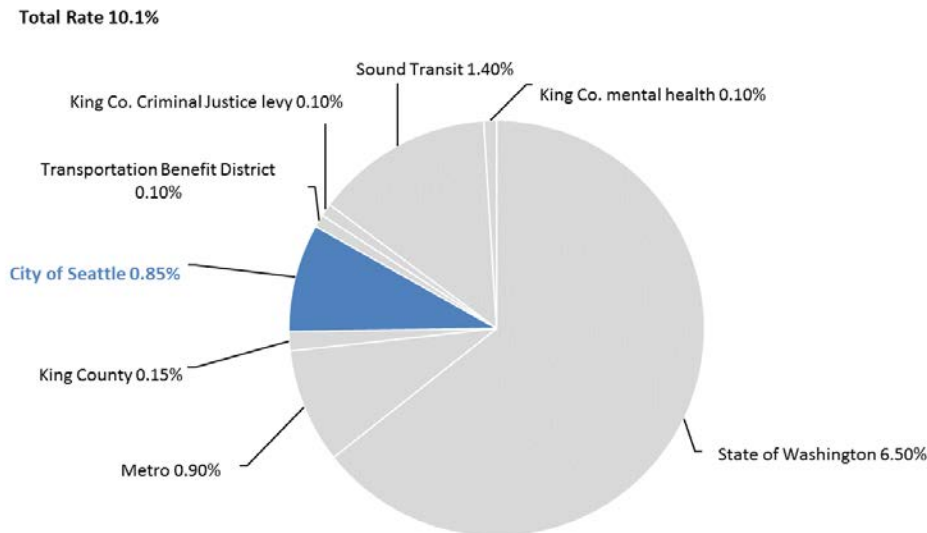
## Retail Sales and Use Tax

The retail sales and use tax (sales tax) is imposed on the sale of most goods and certain services in Seattle. The tax is collected from consumers by businesses who, in turn, remit the tax revenue to the state. The state sends the City its share of the collections each month.

The current sales tax rate in Seattle is 10.1%. The rate was increased to 10.1% on April 1, 2017 by the addition of a voted increase of 0.5% for the Regional Transit Authority (Sound Transit). This followed an increase from 9.5% to 9.6% on April 1, 2015, when a 0.1% sales tax levy for the Seattle Transportation Benefit District was added. Seattle voters approved that increase in November 2014.

The basic sales tax rate of 10.1% is a composite of separate rates for several jurisdictions as shown in Figure 14. The City of Seattle's portion of the overall rate is 0.85%. In addition, Seattle receives a share of the revenue collected by the 0.1% King County Criminal Justice Levy. Revenue collected by the Seattle Transportation Benefit District is used to make transportation improvements in Seattle.

**Figure 14. Sales and Use Tax Rates in Seattle, 2019**



**Sales tax revenue has grown and contracted with the local economy's ups and downs.** Of the City's four major taxes, the sales tax is the most volatile because it is the most sensitive to changing economic conditions. Over half of sales tax revenue comes from retail trade and construction activity, which are very sensitive to changing economic conditions.

Seattle's sales tax base grew rapidly in the late 1990s, driven by a strong national economy, expansion at Boeing in 1996-1997, and the stock market and technology booms. The recession that followed the bursting of the stock market bubble and the September 11, 2001 terrorist attacks ushered in three successive years of declining revenue. This was followed by four years of healthy growth, 2004-2007, led by a surge in construction activity. That expansion ended in 2008 with the onset of the Great Recession, which caused the largest contraction in the sales tax base in more than 40 years. In a period of five quarters beginning with the third quarter 2008, the sales tax base shrunk by 18.2%. The decline was led by a steep drop in construction along with falling sales in almost every industry.

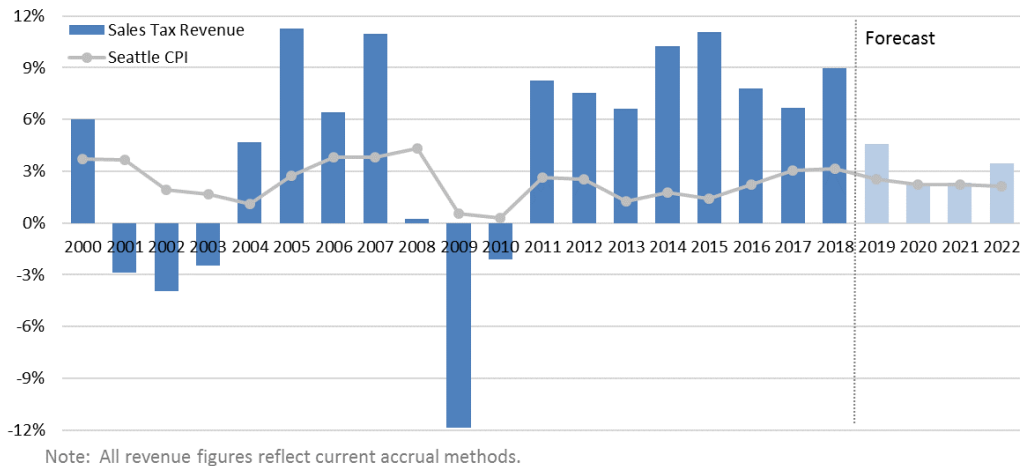
# Revenue Overview

After hitting bottom in 2010, Seattle’s sales tax base has rebounded strongly, with construction leading the way. Other fast-growing industries include motor vehicle and parts retailing, e-commerce retailing, professional, scientific and technical services, accommodation, and food services. Over the 2011-2018 period sales tax revenue increased on average at an average rate of 8.4% per year.

**Sales tax revenue growth is expected to slow down in the coming years.** Sales tax revenue has grown by 6.0% in the first six months of 2019 compared to the same period in the previous year. This is a slowdown from 10.9% growth in 2018, which was above average for several reasons. Retail trade and construction sectors, which account for about 55% of the sales tax revenue, both posted strong increases by 15.0% and 15.7% respectively in the first half of 2018. Retail trade tax revenue increased considerably as a result of the Washington Marketplace Fairness Act and the Wayfair decision which expanded taxation of online retail sales. Compliance is expected to increase over time and retail trade grew by a solid 8.2% in the first half of 2019. The construction sector, on the other hand, posted a revenue increase of only 2.6% in the first six month of 2019 as a result of the 2018 base effect and the February 2019 snowstorms.

Sales tax revenue is expected to increase by 4.6% in 2019, 2.2% in 2020, and 2.3% in 2021 (see Figure 15). Weaker growth in 2020 and 2021 reflects the expected slowing of the metro area economy and the assumption of a modest decline in construction activity from its current above the trend levels. The expected decline accumulates to 10.5% over the three-year period 2019-2021.

**Figure 15. Annual Growth of Retail Sales Tax Revenue**



## Business and Occupation Tax

Seattle’s principal business tax is the business and occupation (B&O) tax, which is levied on the gross receipts of most business activity that takes place in the city. The B&O tax has a small business threshold of \$100,000, which means businesses with taxable gross receipts below \$100,000 are exempt from the tax. Between January 1, 2008 and January 1, 2016, the City’s B&O tax also included a square footage tax that was complementary to the gross receipts tax. The square footage tax was implemented to offset an expected revenue loss from state mandated changes in the allocation and apportionment of B&O income. Included in B&O tax revenue are tax refunds, audit payments, and penalty and interest payments for past-due tax obligations.

# Revenue Overview

The City levies the gross receipts tax at different rates on different types of business activity, as indicated in Figure 16. Most types of business activity, including manufacturing, retailing, wholesaling, and printing and publishing, are subject to a tax of 0.222% on taxable gross receipts in 2018. Services and transporting freight for hire are taxed at a rate of 0.427%. In 2017 and 2018, the City increased B&O tax rates to the maximum allowed under state law. The increase took place in two steps, a roughly two percent increase on January 1, 2017 and an increase of approximately one percent on January 1, 2018. In addition, the special 0.15% rate for international investment management services was eliminated on January 1, 2017.

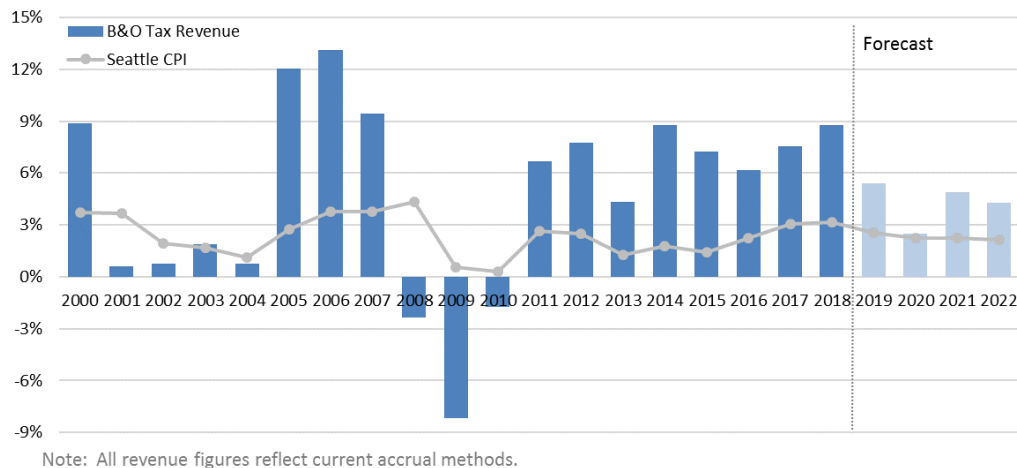
**Figure 16. Seattle Business and Occupation Tax Rates, 2016 – 2019**

	2016	2017	2018-2019
Retailing, wholesaling	0.215%	0.219%	0.222%
Manufacturing, extracting	0.215%	0.219%	0.222%
Printing, publishing	0.215%	0.219%	0.222%
Service, other	0.415%	0.423%	0.427%
International investment management	0.150%	0.423%	0.427%

Other things being equal, the B&O tax base is more stable than the retail sales tax base. The B&O base is broader than the sales tax base, which does not cover most services. In addition, the B&O tax is less reliant than the sales tax on the relatively volatile construction and retail trade sectors, and it is more dependent upon the relatively stable service sector.

**B&O revenue growth has mirrored the growth of the local economy.** B&O receipts have fluctuated with the economy’s ups-and-downs, rising rapidly during the late-1990s stock market and dot-com boom and the housing bubble of the mid-2000s, going flat from 2001–2004 during the previous decade’s first recession, and falling sharply during the Great Recession (see Figure 17). During the Great Recession the B&O tax base lost 16.8% of its value between first quarter 2008 and second quarter 2010.

**Figure 17. Annual Growth of B&O Tax Revenue**



B&O tax revenue has grown at a healthy pace during the recovery from the Great Recession. Over the 2011-2018 period, revenue increased on average at a 7.2% annual rate. Growth was weak in 2013 because of a drop in the revenue from audit activity and an increase in refund payments, not because of

# Revenue Overview

a weakening of tax base growth. Industries growing rapidly during the recovery have been construction, information, real estate, management of companies and enterprises, food services, and accommodation.

**B&O tax revenue growth will slow down in the coming years.** The B&O revenue forecast has been shaped by the expected slowdown of the economic growth in the metro area. Tax revenue growth forecast is 5.4% for 2019 and on average 4.3% per year for the 2019-2022 period. A one-time drop in revenue is expected in 2020 as a result of HB 1059 which changes the due date for annual payments from January 31 to April 15 beginning with 2020 obligations. Since January and February payments are accrued to 2020, but April and May payments are accrued to 2021, this delay in due date lowers the forecasted growth rate for the 2020 B&O tax revenue from 3.7% to 2.5%.

## Utility Business Tax - Private Utilities

The City levies a tax on the gross income derived from sales of utility services by privately owned utilities within Seattle. These services include telephone, steam, cable communications, natural gas, and refuse collection for businesses.

**Natural gas prices remain low.** The City levies a 6% utility business tax on gross sales of natural gas and on sales of steam which has natural gas as an energy source. The bulk of revenue from the natural gas tax is received from Puget Sound Energy (PSE). PSE's natural gas rates are approved by the Washington Utilities and Transportation Commission (WUTC). Another tax is levied on consumers of gas delivered by private brokers. It is also assessed at 6% on gross sales. Spot prices, those paid for delivery in the following month, continue to be low. Temperatures play a key role in gas related revenues and are inversely related to natural gas usage and subsequent tax receipts.

**Telecommunications tax revenues continue to decline.** The utility business tax is levied on the gross income of telecommunication firms at a rate of 6%. Revenue from traditional land-line services has been on a steady decline. This was counteracted by the increasing prevalence of mobile/wireless phones. While new smartphone users have added to the wireless tax revenue base, the increased use of data and internet services which are not taxable have caused declines in the revenue streams.

As more and more wireless phone users are using the devices for data transmission instead of voice or text applications, and telecom companies change their rate plans to respond to this consumer behavior, the City may continue to see tax revenue declines. Some recent court decisions have altered what types of wireless phone calls the City can tax; the City may no longer assess a tax on interstate and international phone calls. There are continued pressures on this revenue stream.

**Cutting the cord is affecting Cable Tax revenues.** The City has franchise agreements with cable television companies operating in Seattle. Under the current agreements, the City levies a 10% utility tax on the gross subscriber revenues of cable TV operators, which accounts for about 90% of the operators' total revenue. The City also collects B&O taxes on miscellaneous revenues not subject to the utility tax. The imposition of a 4.4% franchise fee makes funds available for cable-related public access purposes. This franchise fee is deposited into the City's Cable Television Franchise Fund. Cable revenues have been declining year over year for some time. Increased competition from satellite and streaming services appear to be taking customers away from traditional cable providers. That is expected to continue and will be a drag on revenues.

# Revenue Overview

## Utility Business Tax - Public Utilities

The City levies a tax on most revenue from retail sales collected by City-owned utilities (Seattle City Light and Seattle Public Utilities). Tax rates range from a State-capped 6% on City Light up to a current 15.54% on the City Water utility.

**Revenue Stabilization Account Surcharge is in effect.** City Light sells excess power on the wholesale energy market. City Light energy production, almost exclusively hydro power, competes with natural gas in the wholesale market. For the 2010 fiscal year, the City Council authorized the creation of a rate stabilization account (RSA) for the utility funded with an as needed surcharge based on funding levels of the RSA. The rate stabilization surcharge was triggered in 2016 because the RSA funding level has dropped below \$90 million, the account's minimum required balance set by the Council. This forecast expects the surcharge to remain in effect through October of 2020.

**Water rates are adopted through 2023.** Tax revenue growth is expected to average 1.7% for 2019 through 2020.

**Drainage and Wastewater rates are adopted through 2020.** Drainage and wastewater tax revenue growth will average 8.0% 2019 through 2020.

**Value of some recycled products has declined.** Some recycled products that had a market overseas have seen their demand collapse. No recovery in these commodity prices is forecast soon. Solid waste has also seen a decline in demand from single-family households that has been offset by increased demand from multi-family and commercial users. Solid waste tax revenues will average 1.2% growth 2019 through 2020.

**Tonnage taxes remain stable.** The City imposes a \$13.27 per ton tax on solid waste hauled within the city limits. Historically these tax revenues, which apply to both public and private haulers, was collected by Seattle Public Utilities and used to pay for Clean City programs. These programs support public garbage collection, graffiti removal, illegal dumping, and other activities. In 2016 the tonnage tax began accruing to the General Fund which continues to support Clean City programs.

## Other Notable Taxes

**Admission Tax.** The City imposes a 5% tax on admission charges to most Seattle entertainment events, the maximum allowed by state statute. This revenue source is highly sensitive to swings in attendance at athletic events. It is also dependent on economic conditions, as people's ability and desire to spend money on entertainment is influenced by the general prosperity in the region. Recently, entertainment venues have opened around the City, increasing the size of the tax base. Offsetting this, the former Key Arena has closed for renovations affecting some large entertainment events. Once reopened, the refurbished venue should provide increases in admissions tax revenues starting mid-2021. Revenues are forecast to grow by an average annual rate of 0.5% for 2019 through 2020.

Of admission tax revenues, excluding men's professional basketball, 20% were dedicated to programs supported by the Office of Arts and Culture (Arts) before 2010. In 2010 this contribution increased to 75% based on the actual admission tax receipts from two years prior, this was increased to 80% for 2016. In 2017 funding was increased to 90% and then 100% of actual receipts in 2018. As a result, Arts is fully funded by the admission tax, except for money received from the 1% for Arts program. The

## Revenue Overview

forecasts in Figure 10 for admission taxes reflect the full amount of tax revenue. The Office of Arts and Culture section of this document provides further detail on the office’s use of Arts Account revenue from the admission tax and the implementation of this change.

### Licenses and Permits

The City requires individuals and companies conducting business in Seattle to obtain a City business license. In addition, some business activities, such as taxi cabs and security systems, require additional licenses referred to as professional and occupational licenses. The City also assesses fees for public-safety purposes (e.g., pet ownership and fire hazard inspection) and charges a variety of fees for the use of public facilities and rights-of-way.

In 2005 the City instituted a two-tier business license fee structure. The cost of a license, which had been \$80 per year for all businesses, was raised to \$90 for businesses with worldwide revenues of more than \$20,000 per year and lowered to \$45 for businesses with worldwide revenues less than \$20,000 per year. The City increased the fees for 2015 license renewals to \$110 and \$55, respectively.

To provide funding for additional police officers, the City implemented a new business license fee structure that took effect for 2017 licenses. Fees increased for businesses that have a taxable income (reported for B&O tax purposes) greater than \$500,000. Fees for all other businesses remain at 2016 levels (See Figure 18) until 2020. Fee increases were being phased in over a three-year period, 2017–2019, and will increase with inflation annually thereafter. Largely as a result of the fee increases, business license revenue grew from \$6.8 million in 2015 to \$17.3 million in 2018, a 153.2% increase. Revenue growth is expected to slow to 4.9% in 2019 and 2.4% in 2020.

**Figure 18. Business License Fee Schedule, 2016 – 2020**

<b>Taxable income</b>	<b>2016*</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
Less than \$20,000	\$55	\$55	\$55	\$55	\$56
\$20,000 - \$500,000	\$110	\$110	\$110	\$110	\$113
\$500,000 - \$2 mil.	\$110	\$480	\$480	\$500	\$511
\$2 mil. - \$5 mil.	\$110	\$1,000	\$1,000	\$1,200	\$1,227
More than \$5 mil.	\$110	\$1,000	\$2,000	\$2,400	\$2,455

\*2016 fee is based on worldwide gross income, not taxable income.

### Parking Meters/Traffic Permits

In spring 2004, the City of Seattle began replacing traditional individual space parking meters with pay stations in various areas throughout the City. In addition to offering the public more convenient payment options, including credit cards and debit cards, for hourly on-street parking, pay station technology has allowed the City to more actively manage the street right-of-way by adopting different pricing, time limit and other management parameters on different blocks throughout the city and at different times of day. The City currently has around 1,700 pay stations controlling approximately 12,000 parking spaces. The overall objective of the parking management program is to provide a more data-driven, outcome-based management and price-setting approach in pursuit of the adopted policy goals of one to two open spaces per block-face, reduced congestion, support of business districts, and reduced vehicle emissions and improved air quality.



# Revenue Overview

Based on collected occupancy data, the 2020 Proposed Budget assumes the implementation in Fall 2019 of planned changes to parking rates (increases and decreases), which are reviewed and adjusted annually by SDOT based on parking availability targets. Also assumed are projected space additions and removals for coming years, as planned by SDOT. The net effect of rate, space and timing changes leads to a 2020 Proposed Budget forecast for -0.25% revenue growth in on-street parking revenue between 2019 and 2020, from \$39.1 million to \$39.0 million.

**Street Use and Traffic Permits.** Traffic-related permit fees, such as meter hood service, commercial vehicle load zone, truck overload, gross weight and other permits, including revenues from the City's car sharing program with Car2Go, Lime and ReachNow, are projected to generate revenues of approximately \$7.2 million in 2019, and \$7.0 million in 2020. The 2020 Proposed Budget includes fee increases for meter hoods (a \$2 increase) and vehicle load zone permits (from \$195 to \$250), but also reflects the discontinuation, as of mid-2019, of the ReachNow car share service.

## Court Fines

Although shifting with the introduction of photo enforcement cameras, between 50% and 60% of court fine revenues collected by the Seattle Municipal Court are from parking citations written by Seattle Police Department parking enforcement (PEOs) and traffic officers. Fines from photo enforcement in selected intersections and school zones now comprise approximately 35-45% of revenues and 5-10% comes from traffic and other non-parking related citations.

Overall fines revenue increased approximately \$1.3 million (3.3%) from 2017 to 2018 to \$39.5 million. Approximately \$1.1 million of that increase came from camera enforcement revenues. In 2018 school zone speed camera revenues came in at \$12.2 million, up from \$11.2 million in 2017. The 2020 Proposed Budget includes \$9.9 million in school zone camera revenue for 2019 and \$10.6 million in 2020. The decline in 2019 is due to an assumed rate of change in the number of citations based on driver behavior. 2020 revenues assume activation of six new cameras at three new school locations. School zone camera revenues are accounted for in the School Safety Traffic and Pedestrian Improvement Fund.

Total General Fund fines revenues were approximately \$27.3 million in 2018 and are expected to decline slightly in 2019 and 2020 to \$26.9 million. Red light camera enforcement revenues (i.e., non-school zone cameras) in 2019 and 2020 are projected to remain relatively flat at about \$5.1 million in each year. These amounts are fully recognized in the General Fund through 2020, per the City Council's action for 2018-20 to suspend the prior requirement of transferring 20% of red-light camera revenues to the School Safety Traffic and Pedestrian Improvement Fund. Non-camera fine revenues are projected to fall approximately \$500,000 from 2018 to \$21.7 million in 2019 and 2020, due to reduced citation volumes.

## Interest Income

Through investment of the City's cash pool in accordance with state law and the City's own financial policies, the General Fund receives interest and investment earnings on cash balances attributable to several of the City's funds that are affiliated with general government activities. Many other City funds are independent, retaining their own interest and investment earnings. Interest and investment income to the General Fund varies widely, subject to significant fluctuations in cash balances and changes in earnings rates dictated by economic and financial market conditions.

# Revenue Overview

As a result of the financial crisis in 2008 and the Federal Reserve Bank's (Fed) unprecedented purchasing of assets through quantitative easing, borrowing rates fell to historic lows. These rates have remained relatively low, but the Fed has ended their purchasing programs. They have recently begun to lower short-term interest rates to head off a slowing economy. This will lead to fairly flat interest earnings on the City's cash pool for 2020. The annual earnings yield for the cash pool was 2.58% in 2018 but forecast to be 2.29% in 2019 before rising to 2.46% by 2020. Should the economy suffer any material setbacks, these rates would be expected to fall further.

## Revenue from Other Public Entities

**Washington State shares revenues with Seattle.** The State of Washington distributes a portion of tax and fee revenue directly to cities. Specifically, portions of revenues from the State General Fund, liquor receipts (both profits and excise taxes), and motor vehicle fuel excise taxes, are allocated directly to cities. Revenues from motor vehicle fuel excise taxes are dedicated to street maintenance expenditures and are deposited into the City's Transportation Fund. Revenues from the other taxes are deposited into the City's General Fund.

**Criminal Justice revenues are stable.** The City receives funding from the State for criminal justice programs. The State provides these distributions out of its General Fund. These revenues are allocated on the basis of population and crime rates relative to statewide averages. These revenues have been affected by State budget changes in the recent past and, while not expected, could be affected in future budgets out of Olympia.

**Marijuana related revenues are being shared with local jurisdictions.** As part of the State's 2016 budget, marijuana related tax revenues are being shared with local jurisdictions for public safety purposes. The state has adopted a complicated allocation of these revenues, but in general only those cities in counties that have legalized marijuana sales will receive excise tax distributions based on both their jurisdictions proportion of marijuana related sales as well as a per capita basis. Because this is a relatively new revenue stream with a growing tax base, the forecast is imprecise.

**State budget restores liquor related revenues to cities.** Cities in the state of Washington typically receive two liquor related revenues from the State. One is related to the liquor excise tax on sales of spirits and the other is a share in the State Liquor and Cannabis Board's profits accrued from the operation from their monopoly on spirits sales. The State no longer holds the monopoly in liquor sales in the state due to the passing of Initiative 1183 in November of 2011. The initiative guaranteed the cities would continue to receive distributions in an amount equal to or greater than what they received from liquor board profits prior to the implementation of the initiative as well as an additional \$10 million to be shared annually. There was no guarantee concerning liquor excise taxes. In recent budgets the State has eliminated, on a temporary basis, the sharing of liquor excise taxes. The most recent State budget has restored fully the excise tax funding to cities.

## Service Charges and Reimbursements

**Internal service charges reflect current administrative structure.** In 1993, the City Council adopted a resolution directing the City to allocate a portion of central service expenses of the General Fund to City utilities and certain other departments not supported by the General Fund. The intent is to allocate a fair share of the costs of centralized general government services to the budgets of departments supported by revenues that are largely self-determined. These allocations are executed in the form of

# Revenue Overview

payments to the General Fund from these independently supported departments. More details about these cost allocations and methods are detailed in the Cost Allocation section of this budget.

## Interfund Transfers

**Interfund transfers.** Occasionally, transfers from departments to the General Fund take place to pay for specific programs that would ordinarily be executed by a general government department or to capture existing unreserved fund balances. A detailed list of these transfers is included in the General Fund revenue table found in the Funds and Other section. This includes the transfer of school zone camera revenues described under Court Fines above.

In adopting the 2020 Budget, it is the intent of the City Council and the Mayor to authorize the transfer of unencumbered, unreserved fund balances from the funds listed in the Finance General revenue table to the General Fund.

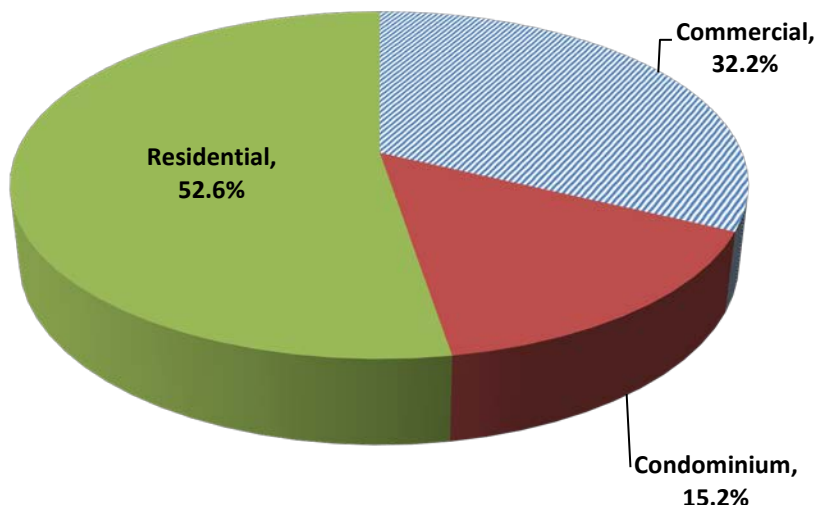
## Cumulative Reserve Fund – Real Estate Excise Tax

The Cumulative Reserve Fund resources are used primarily for the maintenance and development of City general government capital facilities. These purposes are supported mainly by revenues from the Real Estate Excise Tax (REET), but also, to a lesser degree, by the proceeds from certain property sales and rents, street vacation revenues, General Fund transfers, and interest earnings on fund balances.

The REET is levied by the City at a rate of 0.5% on sales of real estate measured by the full selling price. Because the tax is levied on transactions, the amount of revenue that the City receives from REET is determined by both the volume and value of transactions.

Over time, 52.6% of the City’s REET tax base has come from the sale of residential properties, which include single-family homes, duplexes, and triplexes. Commercial sales, which include apartments with four units or more, account for 32.2% of the tax base, and condominiums constitute the remaining 15.2% (see Figure 19).

**Figure 19. Value of Seattle Real Estate Transactions by Property Type, 1982 - 2018**

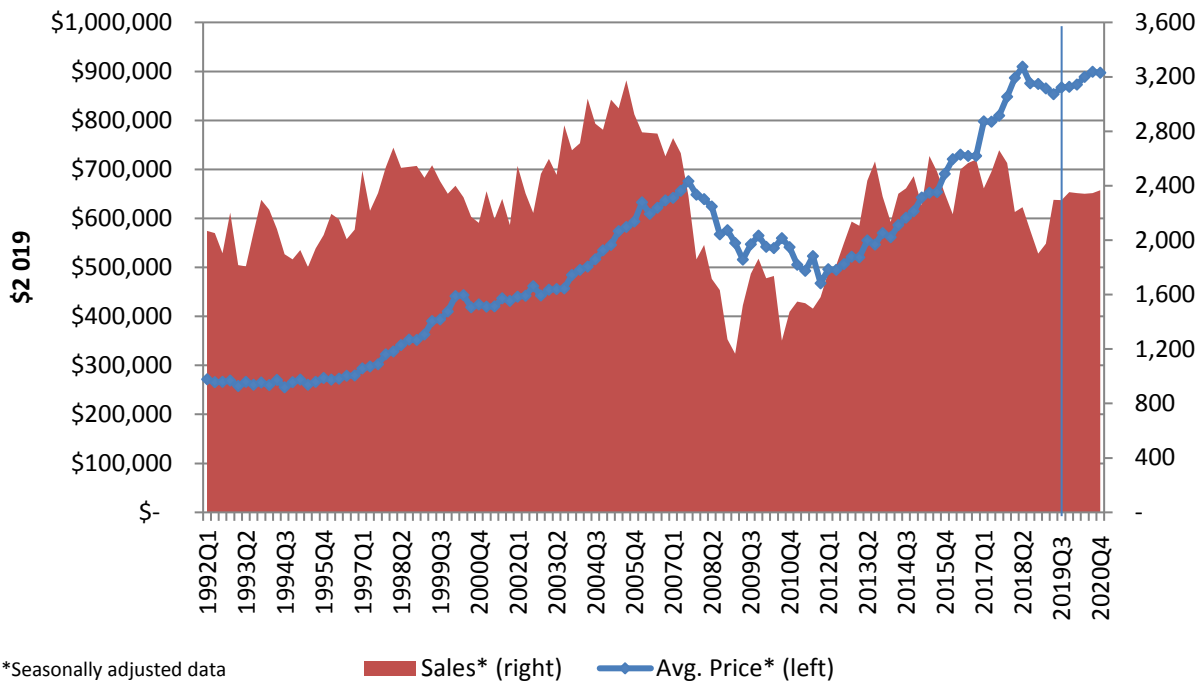


# Revenue Overview

**The residential market showing signs of calming.** The value of Seattle real estate transactions (the REET tax base) increased at an average annual rate of 13.1% between 1982 and 2007, a period when Seattle area inflation averaged only 3.4% per year. Growth was particularly strong during the recent boom years, fueled by low interest rates and a growing economy. 2008 saw the national property bust that started in late 2005 come to Seattle. The REET tax base declined 50.7% from 2007 to 2008 and continued to decline by 23.4% into 2009. The decline was felt across all three real estate categories. The first quarter of 2009 was the bottom of Seattle’s residential market for both sales and prices on a seasonally adjusted basis. With low financing rates and a strong economy, residential and condominium sales have been on an upswing in Seattle increasing Real Estate Excise Tax revenues. Single-family home prices, both nominal and adjusted for inflation, have well surpassed their previous peak set in 2007 (see Figure 20). Average prices have come down from that peak but are expected to stabilize over the next few years.

Figure 20. Seattle Single-family Market

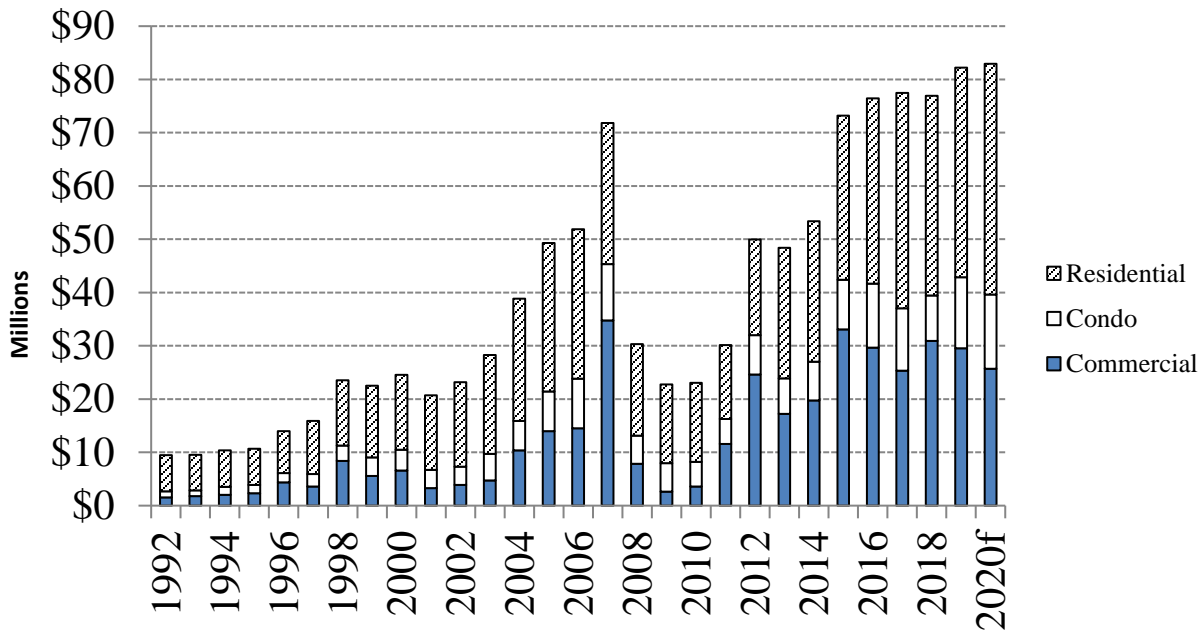
## Seattle Single-family Market



The volatility of REET is reflected by the fact that despite a 8.7% compounded average annual growth rate, the REET tax base declined in eleven years during the period 1982–2018. This volatility is largely the result of changes in sales volumes, which are sensitive to shifts in economic conditions and movements in interest rates; average prices tend to be more stable over time. Commercial activity tends to be more volatile than the residential market, in part because the sale of a handful of expensive properties can result in significant swings in the value of commercial sales from one year to the next, as was seen in 2007, 2012, and 2015 (see Figure 21). Those years saw significant commercial activity with many large buildings in the downtown core changing hands.

# Revenue Overview

Figure 21. REET Revenues



## Sweetened Beverage Tax Fund

On June 5, 2017, the City Council approved the Sweetened Beverage Tax (SBT) effective January 1, 2018. Distributors of sweetened beverages are liable for the tax of \$0.0175 per fluid ounce of sweetened beverage distributed into the city of Seattle for final sale to the consumer. The 2020 Proposed Budget includes revenues of \$23.9 million in 2019 and \$24.3 million in 2020. Sweetened beverages include sodas, energy drinks, sweetened juices and teas, sports drinks and ready-to-drink coffee drinks. Revenues will be used to fund educational and food access programs primarily through the Department of Education and Early Learning (DEEL), the Human Services Department (HSD) and the Office of Sustainability and Environment (OSE). Beginning in 2020 these revenues and associated expenditures are moved from the General Fund to the Sweetened Beverage Tax Fund in the City’s accounting system.

## Short-Term Rental Tax Fund

Effective January 1, 2019, the State legislature authorized the public facilities district that is the Washington State Trade and Convention Center to impose a 7% tax on the sale of or charge made for the furnishing of lodging (including but not limited to any short-term rental). The proceeds generated from short-term rental charges in Seattle are distributed to the City of Seattle to support community-initiated equitable development and affordable housing programs. The 2020 Proposed Budget assumes \$10.5 million in each of 2019 and 2020. Beginning in 2020 these revenues and associated expenditures are moved from the General Fund to the Short-Term Rental Tax Fund in the City’s accounting system.

# Revenue Overview

**Figure 22. Seattle City Tax Rates**

	2015	2016	2017	2018	2019
<b>Property Taxes (Dollars per \$1,000 of Assessed Value)</b>					
General Property Tax	\$1.63	\$1.47	\$1.35	\$1.25	\$1.25
Families & Education	0.23	0.20	0.18	0.16	0.16
Parks and Open Space					
Low Income Housing	0.14	0.12	0.22	0.19	0.19
Transportation	0.27	0.58	0.52	0.45	0.45
Pike Place Market					
Library	0.12	0.11	0.09	0.08	0.08
Pre-School For All	0.10	0.09	0.08	0.07	0.07
Election Vouchers		0.02	0.02	0.01	0.01
City Excess GO Bond	0.13	0.18	0.16	0.14	0.14
<b>Other Property Taxes related to the City</b>					
Seattle Park District	-	0.29	0.28	0.23	0.23
Emergency Medical Services	0.30	0.28	0.26	0.24	0.24
<b>Retail Sales and Use Tax</b>					
	0.85%	0.85%	0.85%	0.85%	0.85%
<b>Transportation Benefit District Sales and Use Tax</b>					
	-	0.10%	0.10%	0.10%	0.10%
<b>Business and Occupation Tax</b>					
Retail/Wholesale	0.215%	0.215%	0.219%	0.222%	0.222%
Manufacturing/Extracting	0.215%	0.215%	0.219%	0.222%	0.222%
Printing/Publishing	0.215%	0.215%	0.219%	0.222%	0.222%
Service, other	0.415%	0.415%	0.423%	0.427%	0.427%
International Finance	0.150%	0.150%	0.423%	0.427%	0.427%
<b>City of Seattle Public Utility Business Taxes</b>					
City Light	6.00%	6.00%	6.00%	6.00%	6.00%
City Water	15.54%	15.54%	15.54%	15.54%	15.54%
City Drainage	11.50%	11.50%	11.50%	11.50%	11.50%
City Wastewater	12.00%	12.00%	12.00%	12.00%	12.00%
City Solid Waste*	11.50%	11.50%	14.20%	14.20%	14.20%
<b>City of Seattle Private Utility B&amp;O Tax Rates</b>					
Cable Communications (not franchise fee)	10.00%	10.00%	10.00%	10.00%	10.00%
Telephone	6.00%	6.00%	6.00%	6.00%	6.00%
Natural Gas	6.00%	6.00%	6.00%	6.00%	6.00%
Steam	6.00%	6.00%	6.00%	6.00%	6.00%
Commercial Solid Waste*	11.50%	11.50%	14.20%	14.20%	14.20%
<b>Other Taxes</b>					
Admissions	5.00%	5.00%	5.00%	5.00%	5.00%
Amusement Games (less prizes)	2.00%	2.00%	2.00%	2.00%	2.00%
Bingo (less prizes)	10.00%	10.00%	10.00%	10.00%	10.00%
Punchcards/Pulltabs	5.00%	5.00%	5.00%	5.00%	5.00%
Cable Franchise Fee	4.40%	4.40%	4.40%	4.40%	4.40%
Fire Arms Tax (Dollars per weapon)	-	\$25.00	\$25.00	\$25.00	\$25.00
Ammunition Tax (Dollars per round)	-	\$0.05	\$0.05	\$0.05	\$0.05
Sweetened Beverage Tax (Dollars per fluid ounce)				\$0.0175	\$0.0175

\*Increase effective April 1, 2017

## City Fiscal Reserve Funds

The State of Washington permits the City to maintain two financial reserves to draw upon in the event of certain unanticipated expenditure or revenue pressures.

### Emergency Fund

Under the authority of RCW 35.32A.060, the City maintains the Emergency Fund (EMF) of the General Fund. The EMF is the principal reserve for the City to draw upon when certain unanticipated expenses occur during the fiscal year. Eligible expenses include costs related to storms or other natural disasters. State law limits the amount of money the City can set aside in this reserve to 37.5 cents per \$1,000 of assessed value of property within the city.

The City's practice had been to fully fund the emergency reserve to this maximum limit. However, over that past several years assessed values have undergone significant growth and are expected to continue at a rate that far outpaces the projected City's revenue growth rate. While perhaps good news from an economic standpoint, these increasing assessed values do not translate into a proportional increase in City property tax revenues. In that context, and in recognition of the need for resources to be directed toward related social services in response to the homelessness crisis, in 2017 the City modified the existing financial policies for the EMF to establish a minimum balance of \$60 million, and to adjust that level each year with the rate of inflation. This implies that the EMF would continue to grow, but at somewhat lower rate than under the previous policy. This policy change strikes a balance between ensuring that resources will be available to address unanticipated expenditures and making resources available to address current needs. For the 2020 Proposed Budget, the City adds \$1.9 million to the reserve balance bringing the total to \$66.9 million for 2020.

### Revenue Stabilization Fund

Under the authority of RCW 35.21.070, the City maintains a second financial reserve called the Revenue Stabilization Fund (RSA), also known as the Rainy Day Fund. The RSA provides resources for the City to draw upon to maintain City services in the event of a sudden, unanticipated shortfall in revenue due to economic downturns or other factors. City code limits the amount set aside in this reserve to five percent of General Fund tax receipts. [Ordinance 123743](#) requires the City to deposit an amount equivalent to 0.5% of General Fund tax revenues into the RSA, with some limited exceptions. In addition, City policy requires the deposit of 50% of any unplanned year-end fund balance in the General Fund into the RSA. The RSA has a fund balance cap equal to five percent of total annual General Fund tax revenue.

The City adopted significant RSA funding enhancements in 2011 via Ordinance 123743. These changes enabled the City to rebuild the Rainy-Day Fund reserves that had been spent down in 2009 and 2010 in the midst of the Great Recession. The new policies facilitated the rebuilding of this reserve fund from a low of \$10.5 million in 2010 to \$57.7 million by 2019. For the 2020 Proposed Budget, the City adds \$3.0 million to the reserve balance bringing the total to \$60.8 million for 2020.





## Community Development Block Grant (CDBG)

### Funding Source Overview

In 2017, as part of the implementation of a new enterprise-wide financial management system, the Community Development Block Grant (CDBG) Fund (17810) was dissolved and budget was distributed to various other funds in alignment with the direct fund model. The Human Services Department is the City department which acts as custodian for all grants from the U.S. Department of Housing and Urban Development, including CDBG funding. However, CDBG is a relatively flexible funding source and is used by many City departments.

### Budget Overview

In the 2020 Proposed Budget, the funds are distributed to departments and projects as detailed on the following page. All projects are subject to federal CDBG eligibility requirements, and, for some projects, final eligibility has not yet been determined:

**Community Development Block Grant - 2020 Proposed Budget**

Department	Title	Project Description	2018 Actuals*	2019 Adopted Budget	2020 Endorsed Budget	2020 Proposed Budget	2020 Proposed Budget Changes
HSD	Community Facilities	Community facility capital improvements.	-	1,933,449	217,000	2,000,000	2020 Proposed Budget Changes Additional \$2 million CDBG appropriations from unspent prior year awards.
	Homeless Services	Provides emergency shelter, day center / outreach activities, and homelessness prevention services. Note that the City is allocating all CDBG services funding to homelessness shelters and programs.	3,730,628	3,151,628	3,151,628	3,368,628	Entirety of Service Funding in HSD Homelessness Services. In the 2020 Proposed Budget, \$217,000 was reallocated from the Office of Housing.
HSD	Human Services Admin & Planning	Provide internal staffing capacity to adequately and effectively manage and administer all Consolidated Plan funds, ensure programmatic compliance with applicable federal regulations.	790,519	1,122,621	1,122,621	1,122,621	No Change
	Minor Home Repair	Provide minor home repairs to low- and moderate-income homeowners for safety and health-related repairs to their homes.	379,902	449,917	449,917	449,917	No Change
<b>HSD Total</b>			<b>4,901,049</b>	<b>6,657,615</b>	<b>4,941,166</b>	<b>6,941,166</b>	
OED	Neighborhood Business District - Only in Seattle	Provide grants and services to foster inclusive neighborhood business districts that allow small businesses to thrive.	13,399	679,675	679,675	199,675	Reduce CDBG support to the Only in Seattle program by \$480,000 and reallocate to new Small Business Support
	King Street Station	Provide financial assistance to conduct a feasibility analysis and to begin implementation of projects development of King Street Station as determined by the feasibility analysis and community.	-	262,500	-	-	One-time in 2019.
	Neighborhood Business District Planning, Technical Assistance & Staff Support	Provide staffing, technical assistance, planning and administration to support the Only in Seattle Initiative.	130,000	172,000	172,000	172,000	No Change
	Small Business Support	Provide financial assistance to qualifying small businesses and microenterprises. Delivery of business marketing and technical assistance to existing small business entrepreneurs serving low-income neighborhoods.	259,399	512,000	512,000	992,000	Increase CDBG support by \$480,000 for new Small Business Support programs.
<b>OED Total</b>			<b>402,798</b>	<b>1,626,175</b>	<b>1,363,675</b>	<b>1,363,675</b>	
OH	Home Repair Program	Provide major home repair financial assistance to low- and moderate-income homeowners. Assisted households typically include seniors and others on low, fixed incomes. The Home Repair Loan Program helps prevent displacement of low-income homeowners by helping them remain safely in their homes.	248,231	350,000	350,000	350,000	No Change
	Home Repair Staffing	Provide administrative and management staff support to the home repair program.	248,122	255,462	255,462	255,462	No Change
	Homebuyer Education and Counseling	Provide education for first-time low- and moderate-income homebuyers.	220,941	217,000	217,000	-	Alternate funding source identified for this program in the Office of Housing, funding moved to HSD to support
	Office of Housing Admin & Planning	Support OH costs associated with CDBG and HOME program planning, administration, and contracted services.	168,956	160,972	160,972	160,972	No Change
	Rental Housing Preservation and Development	Provide financial assistance for the preservation and development of multifamily rental affordable housing.	630,818	490,278	490,278	490,278	No Change
<b>OH Total</b>			<b>1,517,070</b>	<b>1,473,712</b>	<b>1,473,712</b>	<b>1,256,712</b>	
OIRA	ESL For Work (Ready to Work)	Provide ESL and job skills training for persons with limited English proficiency.	388,898	400,000	400,000	400,000	No Change
OPCD	Equitable Development Initiative	Provide support for community-based organizations pursuing investment strategies that will mitigate displacement within high-risk neighborhoods.	-	1,430,000	430,000	430,000	No Change
Parks	Seattle Conservation Corp Park Upgrades	Provide funding to the Seattle Conservation Corps for capital improvements and renovation in neighborhood parks serving qualifying low- and moderate-income neighborhoods and ADA improvements.	716,832	808,000	808,000	1,508,000	Additional \$700,000 one-time added for ADA improvements in Parks.
	<b>Total</b>			<b>7,926,647</b>	<b>12,395,502</b>	<b>9,416,553</b>	<b>11,899,553</b>
							Unspent from prior years (\$2m appropriated in HSDs Community Facilities for one-time projects and \$300k in Parks for ADA improvements)
							\$ (2,300,000)
							\$ (400,000)
							<b>9,199,553</b>
							<b>Net CDBG entitlement expectation for 2020</b>

\*Note that 2018 Actuals are an estimate based on 2018 year-end data and subject to change based on accounting adjustments and corrections in 2019.

## City Bond Issuance and Debt Service

In addition to cash resources, the City also uses bonds and property tax levies to fund a variety of capital improvement projects. The City's budget must include funds to pay interest and principal on outstanding and proposed bonds. The City has issued three types of debt to finance its capital improvement programs: unlimited tax general obligation bonds, limited tax general obligation bonds and revenue bonds.

### Unlimited Tax General Obligation Bonds

The City may issue Unlimited Tax General Obligation (UTGO) Bonds for capital purposes if a proposition authorizing their issuance is approved by 60% of the voters in an election in which the number of voters exceeds 40% of the voters in the most recent general election. Payment of principal and interest is backed by the "full faith and credit" of the City. This means that the City commits itself to include in its property tax levy an amount that is sufficient to pay principal and interest on the bonds. Property taxes levied to pay debt service on UTGO bonds are not subject to the statutory limits in state law on the taxing authority of local governments, which is why UTGO bonds are "unlimited" (see the "Property Tax" section of the "Revenue Overview" for a description of statutory limits on property tax rates and growth). However, state law does limit the amount of UTGO bonds that can be outstanding at any time to 7.5% of assessed valuation of property in the city: 2.5% for open space and park facilities, 2.5% for utility purposes, and 2.5% for general purposes. As of December 31, 2018, there were approximately \$274 million in UTGO bonds outstanding.

### Limited Tax General Obligation Bonds

The City Council may authorize the issuance of Limited Tax General Obligation (LTGO) Bonds, also known as Councilmanic bonds, in an amount up to 1.5% of assessed valuation, without a vote of the people. The City pledges its full faith and credit to the payment of principal and interest on LTGO bonds, but this pledge must be fulfilled within the City's statutory property tax limitations. Thus, these are "limited" general obligation bonds. The combination of UTGO bonds issued for general purposes and LTGO bonds cannot exceed 2.5% of assessed property valuation. If LTGO bonds are issued up to the 1.5% ceiling, then UTGO bonds for general purposes are limited to 1% of assessed value.

The City also guarantees debt issued by the Pike Place Market Preservation and Development Authority, the Seattle Indian Services Commission, the Seattle Chinatown/International District Preservation and Development Authority, and the Museum Development Authority. As of December 31, 2018, the guarantees totaled \$39.3 million out of \$877 million outstanding LTGO debt. Guarantees count against the City's LTGO debt capacity.

### Revenue Bonds

Revenue bonds are used to provide financing for the capital programs of City Light and the three other utilities - Water, Drainage and Wastewater, and Solid Waste - which are grouped together in Seattle Public Utilities. The City does not pledge its full faith and credit to the payment of debt service on revenue bonds. Payment of principal and interest on the bonds issued by each utility is derived solely from the revenues generated by the issuing utility. No tax revenues are used to pay debt service.

When revenue bonds are sold, the City commits itself to set fees and charges for the issuing utility that will be sufficient to pay all costs of operations and maintenance, and all payments of principal and interest on the bonds. While the amount of revenue bonds is not subject to statutory limits, the utility's ability to repay debt with interest is a practical constraint.

# City Bond Issuance and Debt Service

## Forms of Debt Authorized by State Law

Table 1 below summarizes the conditions and limitations that apply to the issuance of the general obligation debt issued by the City.

**Table 1: Summary of Conditions and Limitations for City Debt Issuances**

Form of Debt	Voter Approval Required	Source of Repayment	Statutory Limitation	Current Limit <sup>1</sup>	Outstanding 12-31-18 <sup>1</sup>
<b>Unlimited Tax General Obligation Bonds (UTGO)</b>					
Parks & Open Space	Yes	Property Tax	2.5% of AV	\$6.1 Billion	\$0
Utility	Yes	Property Tax	2.5% of AV	\$6.1 Billion	\$0
General Purposes	Yes	Property Tax	1.0 % of AV <sup>2</sup>	\$2.4 Billion	\$274 Million
<b>Limited Tax General Obligation Bonds (LTGO)</b>					
	No	Taxes and Other Revenues	1.5% of AV <sup>2</sup>	\$3.7 Billion	\$877 Million <sup>3</sup>

<sup>1</sup> As of 12/31/18, assuming the latest certified assessed value of \$244.9 billion, issued on February 25, 2019 for taxes payable in 2019.

<sup>2</sup> The sum of UTGO and LTGO debt for general purposes cannot exceed 2.5% of assessed valuation.

<sup>3</sup> Includes \$39.3 million of PDA debt guarantees.

## City Debt Management Policies and Bond Ratings

The use of debt financing by the City is subject to federal and state laws as well as the City's own debt management policies ([Resolution 31553](#)).

The City has earned very high ratings on its bonds as a result of a strong economy and prudent financial practices. The City's UTGO debt is rated Aaa by Moody's Investors Service, AAA by Fitch IBCA, and AAA by Standard & Poor's (S&P), which are the highest possible ratings. The City's LTGO debt is rated Aaa by Moody's, AAA by Fitch, and AAA by S&P. In addition, the City's utilities have very high ratings for revenue debt, reflecting sound finances and good management.

## 2020 Projected Bond Issues

In 2020, the City expects to issue approximately \$63.3 million of limited tax general obligation (LTGO) bonds for a variety of purposes. Table 2 lists the financed projects and other details of the financing plan. Bond proceeds will be deposited into the 2020 Multipurpose Bond Fund. City departments responsible for all or portions of projects listed in Table 2 will then draw money from this fund as appropriated to implement the projects. The appropriation authority for using these bond funds are in the respective departments' sections of this budget.

**Table 2: 2020 Multipurpose LTGO Bond Issuance Costs - Informational Only (\$1,000s)**

Project	Capital Cost	Approx.	Max. Term	Approx. Rate	Debt Service	Debt Service	Debt Service Funding Source
		Par Amount (1)			Adopted 2020	Estimated 2021	
Criminal Justice IT	10,000	10,300	8	4.0%	309	1,530	General Fund

## City Bond Issuance and Debt Service

IT Computing	1,100	1,133	8	4.0%	34	168	ITD
Data & Phone	7,275	7,493	8	4.0%	225	1,113	ITD
SMT Remodel - IT	1,000	1,030	8	4.0%	31	153	ITD
FAS IT Initiative	1,470	1,514	8	4.0%	45	225	FAS
SMT Elevator	1,500	1,545	10	4.0%	46	190	FAS Rates
SMT Chiller	6,500	6,695	10	4.0%	201	825	FAS Rates
CWF Alaskan Way Main Corridor	14,756	15,199	20	5.0%	570	1,220	SDOT-CPT 2.5%(2)
CWF Overlook Walk	1,725	1,777	20	6.0%	80	155	SDOT CPT-2.5% (2)
Low Income Housing	18,000	18,540	18	6.0%	834	1,712	Local Option Sales Tax
<b>Total</b>	<b>63,326</b>	<b>65,226</b>			<b>2,376</b>	<b>7,292</b>	

(1) Includes 3% for costs of issuance and pricing adjustments.

(2) Receipts from additional 2.5% commercial parking taxes.

### 2020 Multipurpose LTGO Fund Issuance Costs - Informational Only (\$1,000s)

Approx. Par Amount	Issuance Costs & Pricing Adjustments	Issuance Cost Proposed for 2020
\$63,326	3%	\$1,900

### 2020 Debt Service

In 2020, debt service associated with outstanding bond issues as well as the proposed 2020 bond issuances totals \$97.5 million. Appropriation authority for debt service costs are in the respective departments' sections of this budget. The Debt Service Appendix to this budget book lists debt service amounts by paying fund.



## Selected Financial Policies

Through a series of Resolutions and Ordinances, the City has adopted a number of financial policies that are designed to protect the City's financial interests and provide a framework and guidelines for the City's financial practices. For additional information about these policies, please refer to the City of Seattle website: [http://www.seattle.gov/financedepartment/financial\\_policies.htm](http://www.seattle.gov/financedepartment/financial_policies.htm).

### Budgetary Basis

- The City budgets on a modified accrual basis. Property taxes, sales taxes, business and occupation taxes, and other taxpayer-assessed revenues due for the current year are considered measurable and available and, therefore, as revenues, even though a portion of the taxes may be collected in the subsequent year. Licenses, fines, penalties, and miscellaneous revenues are recorded as revenues when they are received in cash since this is when they can be accurately measured. Investment earnings are accrued as earned.
- Expenditures are considered a liability when they are incurred. Interest on long-term debt, judgments and claims, workers' compensation, and compensated absences are considered a liability when they are paid.

### Appropriations and Execution

- The adopted budget generally makes appropriations for operating expenses at the budget control level within departments, unless the expenditure is from one of the General Fund reserve accounts, or is for a specific project or activity budgeted in the General Subfund category called Finance General. These projects and activities are budgeted individually.
- Capital projects programmed in the CIP are appropriated in the budget at the program or project level. Grant-funded activities are controlled as prescribed by law and federal or state regulations.
- Within the legally adopted budget authorizations, more detailed allocations, as approved by CBO, are recorded in the City's accounting system, called SUMMIT, at the lowest levels of each department's organizational structure and in detailed expenditure accounts. Throughout the budget year, CBO monitors revenue and spending performance against the budget to protect the financial stability of the City.
- In accordance with Washington state law, any unexpended appropriations for operating or ordinary maintenance expenditures automatically lapse at the close of the fiscal year, except for any appropriation continued by ordinance. Unexpended appropriations for capital outlays remaining at the close of the fiscal year are carried forward to the following year, except for any appropriation abandoned by ordinance.

### Budget Transfers

The Budget Director may approve, without ordinance, appropriation transfers within a department or agency of up to 10%, and with no more than \$500,000 of the appropriation authority for the particular budget control level or, where appropriate, line item, being increased. In addition, no transfers can reduce the appropriation authority of a budget control level by more than 25%.

## Selected Financial Policies

### Debt Policies

- The City of Seattle seeks to maintain the highest possible credit ratings for all categories of short- and long-term General Obligation debt that can be achieved without compromising delivery of basic City services and achievement of adopted City policy objectives.
- The City will reserve \$100 million of legal limited tax (councilmanic) general obligation debt capacity, or 12% of the total legal limit, whichever is larger, for emergencies. The 12% reserve is now significantly greater than \$100 million.
- Except in emergencies, net debt service paid from the General Subfund will not exceed 9% of the total General Fund budget. In the long run, the City will seek to keep net debt service at 7% or less of the General Fund budget.

### General Fund Fund Balance and Reserve Policies

- State law allows the City to maintain an emergency reserve at a maximum statutory-authorized level of 37.5 cents per \$1,000 of assessed property value in the city. The City's previous practice had been to fully fund the emergency reserve to this maximum limit. However, over the past several years assessed values have undergone significant growth and are expected to continue at a rate that far outpaces the projected City's revenue growth rate. In 2017 the City modified the existing financial policies for the Emergency Subfund (ESF) to establish a minimum balance of \$60 million, and to adjust that level each year with the rate of inflation. This implies that the ESF would continue to grow, but at somewhat lower rate than under the previous policy. This policy change strikes a balance between ensuring that resources will be available to address unanticipated expenditures and making resources available to address current needs.
- Annual contributions of 0.50% of forecasted tax revenues are automatically made to the Revenue Stabilization Account of the Cumulative Reserve Subfund (commonly referred to as the "Rainy Day Fund").<sup>1</sup> In addition, 50% of any unanticipated excess General Subfund fund balance at year's end is automatically contributed to the Rainy Day Fund. These automatic contributions are temporarily suspended when the forecasted nominal tax growth rate is negative or when the total value of the Rainy Day Fund exceeds 5% of total tax revenues. In addition to the automatic contributions, the City may also make contributions to the Rainy Day Fund via ordinance. Expenditures from the Rainy Day Fund require the approval of a majority of the members of the Seattle City Council and must be informed by the evaluation of out-year financial projections.

### Other Citywide Policies

- As part of the Mayor's budget proposal, the Executive develops a revenue estimate that is based on the best available economic data and forecasts.
- The City intends to adopt rates, fees, and cost allocation charges no more often than biennially. The rate, fee, or allocation charge structures may include changes to take effect at

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<sup>1</sup> The 0.50% contribution is lowered to 0.25% of forecasted tax revenues for any year immediately following the suspension of contributions as a result of negative nominal tax revenue growth.



## Selected Financial Policies

specified dates during or beyond the biennium. Other changes may still be needed in the case of emergencies or other unanticipated events.

- In general, the City will strive to pay for general government current operating expenditures with current revenues, but may use fund balance or other resources to meet these expenditures. Revenues and expenditures will be monitored throughout the year.
- In compliance with State law, no City fund whose purpose is restricted by state or local law shall be used for purposes outside of these restrictions.
- Working capital for the General Fund and operating funds should be maintained at sufficient levels so that timing lags between revenues and expenditures are normally covered without any fund incurring negative cash balances for greater than 90 days. Exceptions to this policy are permitted with prior approval by the City Council.



# Office of Arts and Culture

Randy Engstrom, Director

(206) 684-7171

<http://www.seattle.gov/arts/>

## Department Overview

The Office of Arts & Culture (ARTS) envisions a city driven by creativity that provides the opportunity for everyone to engage in diverse arts and cultural experiences. The office promotes Seattle as a cultural destination and invests in Seattle's arts and cultural sector to ensure the City provides a wide range of high-quality programs, exhibits and public art. ARTS includes eight programs: Cultural Partnerships, Communications and Outreach, Equity and Youth, Cultural Facilities Operations, Public Art, Artwork Conservation, Administrative Services, and Cultural Space. These programs are supported by two funding sources: the Arts and Culture Fund, which is funded through the City's admission tax revenues, and the Municipal Arts Fund, which is supported by the 1% for Arts contributions from Capital Projects.

The **Cultural Partnerships** Program invests in cultural organizations, youth arts programs, individual artists and community groups to increase residents' access to arts and culture, and to promote a healthy cultural sector in the city. The Cultural Partnerships program offers technical assistance and provides grants to arts and cultural organizations throughout the city.

The **Communications and Outreach** Program works to ensure greater community access to arts and culture through annual forums and award programs by showcasing community arts exhibits and performances at City Hall and King Street Station, and by developing materials to promote Seattle as a creative capital. This program also works on innovative ways to reach out to communities about the opportunities of the department.

The **Cultural Space** Program provides resources to fund the development of new cultural spaces, the retention of crucial cultural anchors, and physical space improvements in existing cultural institutions. The program exists to preserve, create and activate cultural square footage in the city of Seattle; to work with artists and arts organizations to strengthen their role in charting the future of their creative spaces; and to work with developers and builders to incorporate arts and culture into new projects.

The **Cultural Facilities Operations** Program (formerly named the Langston Hughes Performing Arts Institute Program) provides operational support for Langston Hughes Performing Arts Institute, a cultural facility that provides rental spaces and technical assistance, and that works in partnership with LANGSTON, a non-profit organization, to present classes, performing arts academies, programs and events, with the goal of providing quality cultural programs with educational components that meet the needs of the African American community. This program also supports the operation and programming of the King Street Station. This includes a rotating gallery opened to the public. Programming is submitted by the community and reviewed by a community advisory group. This program also provides technical assistance to applicants and selected programs.

The **Equity and Youth** Program invests in teaching artists, educators and organizations that are working toward a stronger more vibrant creative youth culture. ARTS does this through funding, professional development, school and community arts partnerships, arts education initiatives (The Creative Advantage), and career-connected learning in the arts and creative industries. The program also supports arts and cultural learning and events for our city's young people.

The **Public Art** Program integrates artists and their ideas in the design of City facilities, manages the City's portable artworks collection and incorporates art in public spaces throughout Seattle. This program is funded through the 1% for Art program, which by ordinance requires eligible City capital projects to contribute 1% of their budgets to the Municipal Arts Fund for the commission, purchase and installation of public artworks.

## Office of Arts and Culture

The **Artwork Conservation** Program supports the City of Seattle's Public Art investment in permanent art. This program provides professional assessment, conservation, repair, and routine and major maintenance of artwork for the City's approximately 400-piece permanently sited art collection.

The **Administrative Services** Program provides executive management and support services for the office; engages in Citywide initiatives, supports the Seattle Arts Commission, a 16-member advisory board that advises the office, The Film and Music Commission, a 21 member advisory board, Mayor and City Council on arts programs and policy; and promotes the role of the arts in economic development, arts education for young people and cultural tourism. Funding within this program also covers basic department overhead costs, including office space, human resources, and IT.

### Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
Other Funding - Operating	13,334,298	14,906,514	14,759,373	15,587,464
<b>Total Operations</b>	<b>13,334,298</b>	<b>14,906,514</b>	<b>14,759,373</b>	<b>15,587,464</b>
<b>Total Appropriations</b>	<b>13,334,298</b>	<b>14,906,514</b>	<b>14,759,373</b>	<b>15,587,464</b>
 Full-Time Equivalents Total*	 34.59	 35.09	 35.09	 39.09

*\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### Budget Overview

The Office of Arts and Culture (ARTS) is funded by admission tax revenue and the 1% for Art Program. This funding supports arts-related programs and capital expenditures to keep artists living and working in Seattle, builds community through arts and cultural events and the placement of public art, and increases arts opportunities for youth. ARTS commits to an anti-racist work practice that centers the creativity and leadership of people of color – those most impacted by structural racism – to move toward systems that benefit us all.

Building on the momentum of the 2019 Adopted Budget, the 2020 Proposed Budget uses admission tax funds strategically to focus on short-term programming and funding opportunities that benefit artists, students, and community members from under-represented groups, and that advance the goals of the City's Race and Social Justice Initiative (RSJI). ARTS will continue racial equity work in 2020 by providing RSJI training to ARTS partners and panel members, updating translations of ARTS' media, and expanding the Creative Strategies Initiatives for racial justice work.

Over the past four years, ARTS has worked with other City departments and community stakeholders to identify opportunities to increase affordability, stabilize cultural communities in flux, and bring equity to the current wave of property development. The 2020 Proposed Budget sustains and strengthens these commitments.

In 2019, ARTS implemented an expanded Cultural Facilities Fund program. This was one way to achieve some of the recommendations of the Create Activate Preserve (CAP) Report released in 2017 and followed recommendations made through a Racial Equity Toolkit analysis of the program in 2018. Changes to the existing fund resulted in the shift of the allocation of resources in community and aimed 80% of the cultural facilities funding towards communities of color.

## Office of Arts and Culture

The Tiny Cultural Space program, a program responding to community advocacy around the disposition of “snippet” excess properties and the need for tiny, stand-alone cultural spaces, was launched in 2019 in partnership with the Department of Finance and Administrative Services. Sawhorse Revolution was engaged as a partner and Estelita’s Library was identified as the recipient organization. The tiny space, designed and built by an all-women, youth-of-color cohort from South Seattle, was installed onsite in the Central District in the fall of 2019.

In 2019 the Cultural Space program graduated the first class of its Build Art Space Equitably (B.A.S.E.) certification cohort. This 30-person group, made up entirely of people of color, represented an attempt to knit together the worlds of commercial property development and of arts and culture.

The first large-scale collaboration between ARTS and the Office of Housing was launched in 2019, when the two departments co-issued the Request for Proposals for the “K-Site,” a City-owned piece of property in the Uptown neighborhood. The two offices both offered funding and technical assistance to create a mixed-use project that will contain both affordable housing for those transitioning out of homelessness and a cultural space serving both the building’s tenants and the broader community.

In 2020, ARTS will continue implementation of The Creative Advantage, a racial equity driven arts education initiative led by a public-private partnership that includes ARTS, Seattle Public Schools, The Seattle Foundation, and community arts partners. The Creative Advantage began with 13 schools in 2013-2014 and by the end of the 2019-2020 school year will be operating in 81 schools. The goal is to provide equitable access to sequential and comprehensive arts education to all K-12 students in the 100+ schools within Seattle Public Schools. ARTS is on track to reach this goal by the 2022-2023 school year.

In 2019, ARTS deepened its partnership with Office of Economic Development (OED)/Office of Film and Music (OFM), and DEEL to align investments in education, creative workforce development, creative industry, and arts and culture to create a robust city-wide strategy for Seattle’s creative economy. The City is laying the foundation for a multi-year, multi-pronged approach that will be driven by community and industry needs and evaluated through qualitative and quantitative data. ARTS and partner departments have already begun synthesizing feedback received from the economic reports, industry focus groups, and racial equity toolkits, and have identified key priorities in creative industries work.

As part of the reorganization of the OFM, funding provided by ARTS for some creative economy functions that were housed at OFM/OED will return to ARTS in 2020, but will be dedicated to the same purposes they had been. Specifically, funding and support for the Music Commission, as well as a strategic advisor position that supports creative industries work, will stay within ARTS moving forward.

In 2019 ARTS opened a cultural hub on the third floor of King Street Station, preserving historic cultural and affordable space in the heart of the city. At the same time, the ARTS offices moved into the historic building to provide more access to resources for the community. In 2019, ARTS implemented increases in operations and maintenance needed to support operating two cultural facilities. Cultural Facilities Operations is monitoring the needs of the new facility through its inaugural year. The 2020 Proposed Budget adds funding to provide security services needed at ARTS at King Street Station to ensure this new public space is a welcoming and safe place for all, including artists who have artworks on display.

The 2020 Proposed Budget also adds three new positions to ARTS. To ensure that ARTS can carry out its increased programming effectively and reach communities that have not historically benefited from ARTS’ programs, the 2020 Budget adds an executive assistant to the director to help handle ARTS’ expanded programming, partnerships, and new projects like King Street Station and Langston Hughes Performing Arts Institute; a community impact and assessment manager to support ARTS’ creative economy work, manage cross-departmental partnerships, and improve ARTS’ effectiveness through evaluation of race and social justice outcomes; and a community outreach and engagement manager to reach marginalized communities through stronger relationship building as well as other communications and accessibility efforts.

## Office of Arts and Culture

### Incremental Budget Changes

#### Office of Arts and Culture

	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>14,759,373</b>	<b>35.09</b>
<b>Baseline</b>		
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	279,457	-
2020 State Paid Family Medical Leave Increase Base Budget	4,534	-
Citywide Adjustments for Standard Cost Changes	21,664	-
<b>Proposed Operating</b>		
Community Impact & Assessment Manager	149,413	1.00
Community Outreach & Engagement	161,415	1.00
Executive Assistant	121,607	1.00
Security for ARTS at King Street Station	90,000	-
<b>Proposed Technical</b>		
Funding Alignment	-	-
Position Pocket Move	-	1.00
<b>Total Incremental Changes</b>	<b>\$828,091</b>	<b>4.00</b>
<b>Total 2020 Proposed Budget</b>	<b>\$15,587,464</b>	<b>39.09</b>

### Description of Incremental Budget Changes

#### Baseline

##### **2020 Coalition and Non-Rep Annual Wage Increase Base Budget**

Expenditures \$279,457

This centrally administered change adjusts appropriations to reflect the Annual Wage Increase, as outlined in the tentative agreement between the City and the Coalition of Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor.

##### **2020 State Paid Family Medical Leave Increase Base Budget**

Expenditures \$4,534

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the tentative agreement with the Coalition of Unions moves a portion of the cost responsibility to the employee in 2020, with the City paying the remainder. This item increases appropriations to account for the City's obligation for all employees.

# Office of Arts and Culture

## Citywide Adjustments for Standard Cost Changes

Expenditures \$21,664

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including the Department of Finance & Administrative Services rates, Information Technology rates and Human Resources rates, health care, retirement and industrial insurance charges for the department. This adjustment also includes a transfer of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City's efforts to improve investigative processes and practices across the City departments. While the internal service rates are final for 2020, some of the other adjustments reflect initial assumptions about these costs and inflators early in the budget process.

### Proposed Operating

#### Community Impact & Assessment Manager

Expenditures \$149,413

Position Allocation 1.00

This item adds a full-time Impact and Assessment Strategic Advisor I to develop data collection and analysis informing program assessment. Programmatic assessment will measure ARTS' impact against racial equity goals, and this position will be closely aligned with the department's Racial Equity Coordinator and other data leads in the department in order to present a full picture of results. This position additionally supports ARTS' creative economy work and provides research and assessment support for partnerships across the City, with other departments and partnering organizations, including Seattle Public Schools.

#### Community Outreach & Engagement

Expenditures \$161,415

Position Allocation 1.00

This item adds a community outreach and engagement Strategic Advisor II to address results from using the Racial Equity Toolkit finding the need for more dedicated support to reach communities of color, refugees, and others who have not historically benefited from ARTS' programs. This kind of outreach takes more time and relationship building than traditional modes of media. This position will provide expanded reach for open grants, calls for artists, professional development opportunities, events, and workshops. This position will also support ARTS' Language Access Plan and other accessibility efforts, maintain grants, maintain the website, and other communications needs.

#### Executive Assistant

Expenditures \$121,607

Position Allocation 1.00

This item adds a dedicated Executive Assistant (Admin Staff Analyst) to support the director of the department. ARTS' programmatic scope has grown significantly in recent years, including the Langston Hughes Performing Arts Institute and the ARTS at King Street Station space, as well as new interdepartmental partnerships like the Shape of Trust performances. Demands on the director and the overall internal needs of the department have also grown significantly and require additional administrative support. This position will also act as primary contact and support for the Seattle Arts Commission and Seattle Music Commission.

## Office of Arts and Culture

### Security for ARTS at King Street Station

Expenditures \$90,000

This item will pay for security service during public hours at the new ARTS at King Street Station cultural hub. Security is needed at ARTS at King Street Station to ensure this public space is a welcoming and safe place for all, including artists who have artworks on display.

### Proposed Technical

#### Funding Alignment

Expenditures -

This technical change makes net zero corrections to program areas within ARTS' budget. The transfers will correct an inaccurate division created during the conversion to the new PeopleSoft financial system, as well as better align programming.

#### Position Pocket Move

Position Allocation 1.00

This technical change moves a Strategic Advisor I position from the Office of Economic Development (OED) to ARTS. ARTS currently pays for the full time position via an annual Memorandum of Agreement with OED. Funding for the position comes from Admission Tax. This position supports the departments' creative industries work.



## Office of Arts and Culture

### Expenditure Overview

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Appropriations</b>				
<b>ARTS - BO-AR-2VMA0 - Public Art</b>				
12010 - Municipal Arts Fund	2,341,563	2,550,869	2,551,610	2,605,586
12400 - Arts and Culture Fund	151,702	190,039	190,132	196,960
<b>Total for BSL: BO-AR-2VMA0</b>	<b>2,493,265</b>	<b>2,740,908</b>	<b>2,741,742</b>	<b>2,802,546</b>
<b>ARTS - BO-AR-VA150 - Leadership and Administration</b>				
12010 - Municipal Arts Fund	761,649	896,723	906,914	938,726
12400 - Arts and Culture Fund	2,076,988	3,060,764	3,081,082	3,292,573
<b>Total for BSL: BO-AR-VA150</b>	<b>2,838,637</b>	<b>3,957,487</b>	<b>3,987,996</b>	<b>4,231,299</b>
<b>ARTS - BO-AR-VA160 - Arts and Cultural Programs</b>				
12400 - Arts and Culture Fund	6,796,954	6,790,255	6,761,612	7,174,792
<b>Total for BSL: BO-AR-VA160</b>	<b>6,796,954</b>	<b>6,790,255</b>	<b>6,761,612</b>	<b>7,174,792</b>
<b>ARTS - BO-AR-VA170 - Cultural Space</b>				
12400 - Arts and Culture Fund	1,205,442	1,417,864	1,268,023	1,378,827
<b>Total for BSL: BO-AR-VA170</b>	<b>1,205,442</b>	<b>1,417,864</b>	<b>1,268,023</b>	<b>1,378,827</b>
<b>Department Total</b>	<b>13,334,298</b>	<b>14,906,514</b>	<b>14,759,373</b>	<b>15,587,464</b>
<b>Department Full-Time Equivalents Total*</b>	<b>34.59</b>	<b>35.09</b>	<b>35.09</b>	<b>39.09</b>

*\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### Budget Summary by Fund Office of Arts and Culture

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
12010 - Municipal Arts Fund	3,103,213	3,447,592	3,458,524	3,544,312
12400 - Arts and Culture Fund	10,231,085	11,458,922	11,300,849	12,043,152
<b>Budget Totals for ARTS</b>	<b>13,334,298</b>	<b>14,906,514</b>	<b>14,759,373</b>	<b>15,587,464</b>

## Office of Arts and Culture

### Revenue Overview

#### 2020 Estimated Revenues

Account Code	Account Name	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
341900	General Government-Other Rev	2,691,858	-	-	-
360020	Inv Earn-Residual Cash	211,943	-	-	-
360100	Unreald Gns/Losses-Inv Gasb31	(1,918)	-	-	-
360210	Oth Interest Earnings	-	130,000	105,500	105,500
360900	Miscellaneous Revs-Other Rev	10,150	24,720	25,462	25,462
397000	Operating Transfers In Summ	-	4,110,349	5,156,635	5,156,635
<b>Total Revenues for: 12010 - Municipal Arts Fund</b>		<b>2,912,033</b>	<b>4,265,069</b>	<b>5,287,597</b>	<b>5,287,597</b>
400000	Use of/Contribution to Fund Balance	191,180	(817,477)	(1,829,073)	(1,743,285)
<b>Total Resources for:12010 - Municipal Arts Fund</b>		<b>3,103,213</b>	<b>3,447,592</b>	<b>3,458,524</b>	<b>3,544,312</b>
341900	General Government-Other Rev	277,034	-	-	-
360020	Inv Earn-Residual Cash	103,684	-	-	-
360100	Unreald Gns/Losses-Inv Gasb31	(37,433)	-	-	-
360210	Oth Interest Earnings	-	50,000	50,000	50,000
360350	Other Rents & Use Charges	62,585	-	-	-
360570	Collection Expense - Misc	(1,603)	-	-	-
360900	Miscellaneous Revs-Other Rev	103,625	235,000	235,000	235,000
397000	Operating Transfers In Summ	-	11,696,602	11,436,590	11,738,454
397010	Operating Transfers In	10,389,485	-	-	-
<b>Total Revenues for: 12400 - Arts and Culture Fund</b>		<b>10,897,376</b>	<b>11,981,602</b>	<b>11,721,590</b>	<b>12,023,454</b>
400000	Use of/Contribution to Fund Balance	(666,291)	(522,679)	(420,741)	19,698
<b>Total Resources for:12400 - Arts and Culture Fund</b>		<b>10,231,085</b>	<b>11,458,923</b>	<b>11,300,849</b>	<b>12,043,152</b>
<b>Total ARTS Resources</b>		<b>13,334,298</b>	<b>14,906,515</b>	<b>14,759,373</b>	<b>15,587,464</b>

## Office of Arts and Culture

### Appropriations by Budget Summary Level and Program

#### **ARTS - BO-AR-2VMA0 - Public Art**

The purpose of the Public Art Budget Summary Level is to fund the Public Art Program, which develops art pieces and programs for City facilities, and the Artwork Conservation Program, which maintains the City's permanent art collection.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Artwork Conservation	151,702	190,039	190,132	196,960
Public Art	2,341,563	2,550,869	2,551,610	2,605,586
<b>Total</b>	<b>2,493,265</b>	<b>2,740,908</b>	<b>2,741,742</b>	<b>2,802,546</b>
Full-time Equivalents Total*	11.75	11.75	11.75	11.75

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Public Art Budget Summary Level:

#### **Artwork Conservation**

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Artwork Conservation	151,702	190,039	190,132	196,960
Full Time Equivalents Total	1.00	1.00	1.00	1.00

#### **Public Art**

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Public Art	2,341,563	2,550,869	2,551,610	2,605,586
Full Time Equivalents Total	10.75	10.75	10.75	10.75

## Office of Arts and Culture

### **ARTS - BO-AR-VA150 - Leadership and Administration**

The purpose of the Leadership and Administration Budget Summary Level is to provide executive, financial, human resource, and business support to the Office and to support the Seattle Arts Commission, a 16-member advisory board that advises the Office, Mayor, and City Council on arts programs and policy.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Citywide Indirect Costs	416,615	954,496	951,357	951,890
Departmental Indirect Costs	1,406,613	1,886,988	1,885,004	2,075,284
Pooled Benefits and PTO	1,015,409	1,116,003	1,151,635	1,204,125
<b>Total</b>	<b>2,838,637</b>	<b>3,957,487</b>	<b>3,987,996</b>	<b>4,231,299</b>
Full-time Equivalents Total*	8.00	8.00	8.00	9.00

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Leadership and Administration Budget Summary Level:

#### **Citywide Indirect Costs**

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Citywide Indirect Costs	416,615	954,496	951,357	951,890

#### **Departmental Indirect Costs**

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Departmental Indirect Costs	1,406,613	1,886,988	1,885,004	2,075,284
Full Time Equivalents Total	8.00	8.00	8.00	9.00

#### **Pooled Benefits and PTO**

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Pooled Benefits and PTO	1,015,409	1,116,003	1,151,635	1,204,125

## Office of Arts and Culture

### **ARTS - BO-AR-VA160 - Arts and Cultural Programs**

The purpose of the Arts and Cultural Programs Budget Summary Level is to invest in Seattle's arts and cultural community.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Activations Equity and Youth Development	2,346,968	2,289,565	2,266,106	2,096,435
Communication Outreach and Events	443,332	231,359	231,503	573,227
Cultural Facilities Operations	895,344	842,008	837,546	978,236
Funding Programs & Partnership	3,111,311	3,427,323	3,426,457	3,526,894
<b>Total</b>	<b>6,796,954</b>	<b>6,790,255</b>	<b>6,761,612</b>	<b>7,174,792</b>
Full-time Equivalents Total*	13.34	13.84	13.84	16.84

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The following information summarizes the programs in Arts and Cultural Programs Budget Summary Level:

#### **Activations Equity and Youth Development**

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Activations Equity and Youth Development	2,346,968	2,289,565	2,266,106	2,096,435
Full Time Equivalents Total	3.00	3.00	3.00	4.00

#### **Communication Outreach and Events**

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Communication Outreach and Events	443,332	231,359	231,503	573,227
Full Time Equivalents Total	2.00	2.00	2.00	4.00

#### **Cultural Facilities Operations**

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Cultural Facilities Operations	895,344	842,008	837,546	978,236
Full Time Equivalents Total	5.59	6.09	6.09	6.09

# Office of Arts and Culture

## Funding Programs & Partnership

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Funding Programs & Partnership	3,111,311	3,427,323	3,426,457	3,526,894
Full Time Equivalents Total	2.75	2.75	2.75	2.75

### **ARTS - BO-AR-VA170 - Cultural Space**

The purpose of the Cultural Space Budget Summary Level is to fund the development of new cultural spaces, the retention of crucial cultural anchors, and physical space improvements in existing cultural institutions.

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Cultural Space	1,205,442	1,417,864	1,268,023	1,378,827
<b>Total</b>	<b>1,205,442</b>	<b>1,417,864</b>	<b>1,268,023</b>	<b>1,378,827</b>
Full-time Equivalents Total*	1.50	1.50	1.50	1.50

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# Seattle Parks and Recreation

Jesús Aguirre, Superintendent

(206) 684-4075

<http://www.seattle.gov/parks/>

## Department Overview

Seattle Parks and Recreation (SPR) works with all residents to be good stewards of the environment and to provide safe, welcoming opportunities to play, learn, contemplate, and build community. SPR manages a [6,400-acre park system of over 485 parks](#) and extensive natural areas. SPR provides athletic fields, tennis courts, play areas, specialty gardens, and more than 25 miles of boulevards and 120 miles of trails. The system comprises about 12% of the city's land area. SPR also manages many facilities, including 27 [community centers](#), eight [indoor swimming pools](#), two [outdoor \(summer\) swimming pools](#), four [environmental education centers](#), two [small craft centers](#), four [golf courses](#), an outdoor stadium, and much more. The Woodland Park Zoological Society operates the zoo with City financial support, and the Seattle Aquarium Society operates the City-owned Seattle Aquarium.

Department employees work hard to develop partnerships with park neighbors, volunteer groups, non-profit agencies, local businesses, and Seattle Public Schools to effectively respond to increasing requests for use of Seattle's park and recreation facilities. Perhaps the most significant partnership is with the Associated Recreation Council (ARC) which provides child care and supports recreation programs at SPR-owned facilities, including community centers and small craft centers. ARC, a non-profit organization, also supports and manages the recreation advisory councils. These advisory councils are made up of volunteer community members who advise SPR's staff on recreation programming at community centers and other facilities. This collaborative relationship with ARC enables the department to offer quality child care and a wide range of recreation programs to the public.

SPR's funding is a combination of tax dollars from the City's General Fund, Seattle Park District funds, Real Estate Excise Tax and revenue from a variety of other sources including grants, user fees and rental charges. Funding for new parks facilities historically came from voter-approved levies. In 2014, Seattle voters approved the formation of a new taxing district known as the Seattle Park District. Property taxes collected by the Seattle Park District provide funding for City parks and recreation including maintaining parklands and facilities, operating community centers and recreation programs, and developing new neighborhood parks on previously acquired sites.

## Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
General Fund Support	105,566,015	98,979,533	99,417,772	104,695,820
Other Funding - Operating	50,683,892	64,370,401	66,693,541	69,832,720
<b>Total Operations</b>	<b>156,249,907</b>	<b>163,349,934</b>	<b>166,111,313</b>	<b>174,528,541</b>
<b>Capital Support</b>				
General Fund Support	3,186	2,007,000	1,210,000	1,210,000
Other Funding - Capital	75,097,836	72,624,000	81,290,000	86,098,449
<b>Total Capital</b>	<b>75,101,022</b>	<b>74,631,000</b>	<b>82,500,000</b>	<b>87,308,449</b>
<b>Total Appropriations</b>	<b>231,350,929</b>	<b>237,980,934</b>	<b>248,611,313</b>	<b>261,836,990</b>
Full-Time Equivalents Total*	922.24	927.40	929.38	939.68

\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

# Seattle Parks and Recreation

## Budget Overview

The 2020 Proposed Budget maintains resources to Seattle Parks and Recreation (SPR) and identifies efficiencies to implement budget-neutral staffing changes across the department. In addition, the proposed budget allocates funding to cover increasing costs associated with utility expenses and other citywide adjustments; adds funds to expand existing operations and recreation programming; updates the Capital Improvement Program to reflect planned spending in 2020; and implements technical changes to adjust revenues and expenditures within SPR's budget.

### *Identifying Efficiencies to Improve Service Levels*

SPR closely examined its operations to find efficiencies within existing budget. As a result, the 2020 Proposed Budget implements a number of changes to improve service levels and help the department keep up with increasing demand at its recreation facilities. These changes are budget neutral and include:

- repurposing funding to equalize service levels at 22 wading pools and allow SPR to invest in other aquatic equity initiatives like eliminating the low-income swimming fee;
- adding permanent staffing at the Arboretum Loop Trail, Japanese Garden, and the 24-Hour Call Center;
- realigning staffing to better reflect the evolving needs of various programs and divisions;
- formalizing a commitment to the Teen Summer Musical and other performing arts programs by establishing a dedicated funding source for this work; and
- expanding SPR's administrative capacity and ongoing efforts to measure performance quality across the organization.

### *Expanding and Enhancing Operations*

The 2019-2020 budget added \$150,000 of Sweetened Beverage Tax funding to SPR for youth recreation scholarships. In 2020, SPR will receive additional funding to expand the number of Destination Summer Camp locations and to add hours for Summer of Safety programming at existing sites. In 2020, funding from the Sweetened Beverage Tax will be budgeted in a new Sweetened Beverage Tax Fund per [Ordinance 125886](#).

The 2019 Third Quarter Supplemental Budget Ordinance added partial funding for SPR to partner with the Associated Recreation Council (ARC) to add staffing capacity at community centers. The 2020 Proposed Budget provides the ongoing funding and position authority to hire 3.5 permanent Assistant Coordinator positions. The proposed budget also adds ongoing funding to expand the RV Remediation Program; this funding will cover SPR's portion of the costs and provide additional staff hours and backfill support.

### *Updating the Capital Improvement Program*

In 2019, Outdoors for All was awarded an RFP to renovate Building 18 at Magnuson Park to serve as the organization's future headquarters. Outdoors for All enriches the quality of life for children and adults with disabilities through outdoor recreation. The Mayor's 2020 Proposed Budget includes \$1,000,000 of one-time funding in SPR's Capital Improvement Program (CIP) to assist Outdoors for All with capital renovations at the facility.

SPR's 2020 baseline budget includes \$880,000 of ongoing Community Development Block Grant (CDBG) funding to support the Seattle Conservation Corps. The 2020 Proposed CIP will provide an additional \$700,000 of one-time CDBG funds for ADA compliance; this will supplement existing funding for this work in 2020 and further advance SPR's efforts to make parks and recreation facilities more accessible to all.

In addition, the 2020-2025 Proposed CIP has been updated to reflect anticipated revenue in 2020 from the King County Conservation Futures Tax, transfer ongoing Municipal Energy Efficiency Program funding from the



## Seattle Parks and Recreation

Department of Finance and Administrative Services to SPR's budget, and shift funding for the Aquarium Expansion from 2020 to 2021 to reflect an updated spending plan.

### *Other Changes*

Since 2014, SPR has received approximately \$2,000,000 per year from the King County Parks Levy to fund capital projects such as play area and comfort station renovations. The 2014 King County Parks Levy ended in 2019 and was renewed by voters in August 2019. During the 2019-2020 budget process, SPR temporarily removed funding associated with the King County Parks Levy from its Capital Improvement Program and added a placeholder in its operating budget. Now that the levy has been renewed, the 2020 Proposed Budget removes this placeholder from SPR's operating budget and adds the baseline funding back to the 2020-2025 Capital Improvement Program. Finally, the proposed budget adds funding to SPR to account for increasing utility expenses, annual wage adjustments, and other internal service cost changes.

# Seattle Parks and Recreation

## Incremental Budget Changes

### Seattle Parks and Recreation

	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>248,611,313</b>	<b>929.38</b>
<b>Baseline</b>		
Elliot Avenue Lease Costs	350,000	-
Citywide Adjustments for Standard Cost Changes	1,203,524	-
Restore Baseline Funding from the King County Parks Levy (Operating)	(1,399,238)	-
Restore Baseline Funding from the King County Parks Levy (Capital)	2,163,000	-
Technical Adjustment	-	-
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	6,707,816	-
2020 State Paid Family Medical Leave Increase Base Budget	100,253	-
2020 Baseline CIP Adjustment	(500,000)	-
<b>Proposed Operating</b>		
Repurpose Funding for Aquatic Equity Initiatives	(45,475)	-
Add Maintenance Staff at the Arboretum Loop Trail	-	2.00
Add Dispatcher Position at the 24-Hour Call Center	-	1.00
Make a Temporary Position Permanent at the Japanese Garden	-	0.75
Realign Staffing for Event Scheduling	-	(0.25)
Realign Concrete & Playground Crew	-	-
Realign Teen Life Center Staffing	-	0.75
Restructure SPR's Youth Employment Program	12,550	0.50
Create a Teen Performing Arts Project	8,000	-
Increase Administrative Staff Analyst Capacity	-	1.00
Expand Program Performance and Quality Efforts	-	-
Expand Recreation Programming with Sweetened Beverage Tax Funds	150,000	-
Leverage ARC funds to add Assistant Coordinators	150,000	3.50
RV Remediation Expansion	100,000	-
Add Funding to Cover Utility Rate Increases	1,000,000	-
<b>Proposed Capital</b>		
Add Funding for Outdoors for All	1,000,000	-
Adjust Aquarium Expansion Funding	(936,000)	-
Add Community Development Block Grant Funding for ADA Compliance	700,000	-
Transfer Municipal Energy Efficiency Improvement Funding	881,449	-
Add Park Land Acquisition CFT Funding	1,500,000	-

### Proposed Technical

## Seattle Parks and Recreation

Transfer Sweetened Beverage Tax Baseline Budget to New Fund	-	-
Waterfront LID Fund - Technical Adjustment	-	-
Other Technical Changes	79,797	1.05
<b>Total Incremental Changes</b>	<b>\$13,225,677</b>	<b>10.30</b>
<b>Total 2020 Proposed Budget</b>	<b>\$261,836,990</b>	<b>939.68</b>

### Description of Incremental Budget Changes

#### Baseline

##### Elliot Avenue Lease Costs

Expenditures \$350,000

In 2019, SPR executed a new lease at 300 Elliott Avenue West, commonly known as Elliott Bay Office Park. This item provides ongoing funding for Parks to cover increased lease costs.

##### Citywide Adjustments for Standard Cost Changes

Expenditures \$1,203,524

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including the Department of Finance & Administrative Services rates, Information Technology rates and Human Resources rates, health care, retirement and industrial insurance charges for the department. This adjustment also includes a transfer of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City's efforts to improve investigative processes and practices across the City departments. While the internal service rates are final for 2020, some of the other adjustments reflect initial assumptions about these costs and inflators early in the budget process.

##### Restore Baseline Funding from the King County Parks Levy (Operating)

Expenditures \$(1,399,238)  
 Revenues \$(1,399,238)

This item removes funding temporarily added to the Park and Recreation Fund as a placeholder for the 2020 King County Parks Levy. The 2020 Endorsed Budget balanced revenues and expenditures in the Park and Recreation Fund for projects historically funded by the levy with the expectation that the budget would transfer back to the King County Parks Levy fund once approved at the ballot by voters in August 2019. Now that the levy has passed, SPR is removing these revenues and expenditures from the Park and Recreation Fund and will re-appropriate them from the King County Parks Levy fund in their Capital Improvement Program via a separate budget adjustment (see below).

##### Restore Baseline Funding from the King County Parks Levy (Capital)

Expenditures \$2,163,000  
 Revenues \$2,249,000

This item appropriates funding from the 2020 King County Levy in SPR's Capital Improvement Program. SPR receives approximately \$2.2 million in revenue per year to fund capital projects such as play areas and comfort stations. Ongoing funding from the 2014 King County Levy was temporarily removed from the 2020 Endorsed Budget pending approval of a new levy by voters in 2019. This change restores King County Parks Levy funding in SPR's baseline

# Seattle Parks and Recreation

capital budget beginning in 2020. The revenue budget is slightly higher than the expenditure budget in 2020 to cover a small, unfunded balance remaining in the endorsed budget.

## Technical Adjustment

Expenditures -

This item includes budget-neutral technical adjustments to align project coding and account categories.

## 2020 Coalition and Non-Rep Annual Wage Increase Base Budget

Expenditures \$6,707,816

This centrally administered change adjusts appropriations to reflect the Annual Wage Increase, as outlined in the tentative agreement between the City and the Coalition of Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor. SPR will receive General Fund (\$3,886,356) to help support this increase. Remaining funding will come from the Park and Recreation Fund (\$1,577,165) and the Park District Fund (\$1,244,295).

## 2020 State Paid Family Medical Leave Increase Base Budget

Expenditures \$100,253

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the tentative agreement with the Coalition of Unions moves a portion of the cost responsibility to the employee in 2020, with the City paying the remainder. This item increases appropriations to account for the City's obligation for all employees.

## 2020 Baseline CIP Adjustment

Expenditures \$(500,000)

This technical adjustment applies CIP amendments made during 2019 to the Proposed CIP.

## Proposed Operating

### Repurpose Funding for Aquatic Equity Initiatives

Expenditures \$(45,475)

Revenues \$(45,475)

SPR currently has 22 wading pools in a variety of parks around the city. The level of service provided at these pools has fluctuated since 2017 based on budget decisions and stabilized in 2019 with 22 pools in service for approximately 709 operating days per year. During the 2019-2020 budget process, Council allocated additional budget to SPR to further increase service levels in 2020 to an unspecified number of operating days. The 2020 Proposed Budget will use some of these funds to maintain current service levels (22 pools and 709 days), providing a consistent operating schedule for the community and staff. The remaining funds will be redirected to more impactful, equity-focused investments in aquatic programming. Specifically, Parks will eliminate the low-income swim fee at all pools and expand the lifeguard training program with a focus on recruiting diverse, low-income youth to participate in the program. Eliminating the fee will result in an ongoing reduction in SPR's total revenue and associated expenditure authority, estimated at \$45,475 in 2020.

# Seattle Parks and Recreation

## Add Maintenance Staff at the Arboretum Loop Trail

Expenditures	-
Position Allocation	2.00

The 2019 Adopted Budget provided ongoing funding for costs associated with the Arboretum Loop Trail. In 2019, these funds were used to hire temporary labor to assist with initial planting and restoration work. Now that this work is complete, SPR will reallocate the funding to hire two permanent positions who will address ongoing maintenance needs. This adjustment adds FTE authority for one full-time Maintenance Laborer and one full-time Gardener.

## Add Dispatcher Position at the 24-Hour Call Center

Expenditures	-
Position Allocation	1.00

In 2019, SPR implemented a 24-Hour Call Center to receive and dispatch staff for maintenance services and emergency responses. Two of three Dispatchers were hired, and Parks has used part-time and intermittent labor to cover the third eight-hour shift. This proposal reallocates the budget for temporary and part-time labor to hire a permanent, full-time Dispatcher position to cover this shift.

## Make a Temporary Position Permanent at the Japanese Garden

Expenditures	-
Position Allocation	0.75

This item reallocates funding within SPR's budget and provides FTE authority to make a temporary, part-time Gardener position permanent at the Japanese Garden. This change is expected to result in more reliable, higher-quality service in response to the growing number of annual visitors at the facility.

## Realign Staffing for Event Scheduling

Expenditures	-
Position Allocation	(0.25)

This adjustment abrogates a vacant, 0.5 FTE Event Scheduler position and reallocates the funding to better align staffing with the service needs of the Event Scheduling unit. With this funding, SPR will increase an existing 0.75 FTE Special Event Coordinator to full time and increase the unit's budget to hire temporary staff who will support peak season workload needs.

## Realign Concrete & Playground Crew

Expenditures	-
Position Allocation	-

This proposal realigns the Concrete & Playground Crew into two distinct crews based on their respective bodies of work. An existing vacant position will be reclassified to a Crew Chief to oversee the Play Area Crew and position costs increases will be covered within existing budget.

# Seattle Parks and Recreation

## Realign Teen Life Center Staffing

Expenditures	-
Position Allocation	0.75

This item adjusts Teen Life Center staffing to better reflect changing usage, including the growing number of youth served at the Southwest Teen Life Center facility. The 2020 Proposed Budget adds one 0.75 FTE Recreation Leader position to the Southwest Teen Life Center and reclassifies one position into a Senior Recreation Program Specialist to take on more unit-wide duties across the three Teen Life Center sites. This is a budget neutral change funded by repurposing existing resources.

## Restructure SPR's Youth Employment Program

Expenditures	\$12,550
Revenues	\$12,550
Position Allocation	0.50

The adjustment makes budget neutral changes to combine two programs, Youth Employment and Service Learning and the Youth Career Training Program, under one supervisor. To implement this restructure, Parks will reclassify two positions and increase one half-time position to full time. These changes will result in one Recreation Coordinator who will supervise both programs and increase staffing capacity at the program implementation level. Position cost increases will be funded by repurposing existing budget within the division and recognizing \$12,550 of unbudgeted program revenues.

## Create a Teen Performing Arts Project

Expenditures	\$8,000
Revenues	\$8,000
Position Allocation	-

The Teen Summer Musical at the Langston Hughes Performing Arts Institute engages 80+ youth each summer in nine weeks of structured, day-long programming related to theater and the performing arts. It is a flagship annual program that has never had a formal budget in the SPR department and instead relied on one-time funding and other discretionary resources. The 2020 Proposed Budget formalizes a commitment to the Teen Summer Musical and other teen performing arts programming by creating a permanent funding source for this work through the reallocation of existing budget and recognition of \$8,000 of unbudgeted program revenue.

## Increase Administrative Staff Analyst Capacity

Expenditures	-
Position Allocation	1.00

This item increases the hours of two half-time Administrative Staff Analyst positions in the Parks and Environment Division to better support the operational and administrative needs of the division. SPR will reallocate funding from its budget for part-time and temporary labor to make these positions full time; one position will add capacity to support increasingly complex labor coding and data cleanup and the second position will support the Environmental and Education and Sustainability Unit with miscellaneous daily tasks.

# Seattle Parks and Recreation

## Expand Program Performance and Quality Efforts

Expenditures	-
Position Allocation	-

This item reclassifies one position from a Senior Recreation Program Specialist to a Management Systems Analyst to expand the department's efforts to assess and improve program quality and participant outcomes across the Recreation Division. SPR is reallocating existing budget to cover the salary difference.

## Expand Recreation Programming with Sweetened Beverage Tax Funds

Expenditures	\$150,000
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The 2020 Proposed Budget adds \$150,000 of Sweetened Beverage Tax funds to Seattle Parks and Recreation to expand two programs keeping youth safe and active in structured recreation programming during the summer: Destination Summer Camps and Summer of Safety.

Destination Summer Camps are highly subsidized, low-fee activity camps sited in low-income neighborhoods. In 2018, the department piloted this program with external funding at Garfield Community Center and had more than 580 program registrations. Funding from the Sweetened Beverage Tax will provide a sustainable funding source for this program and allow for expansion to additional sites in Southeast Seattle.

The Summer of Safety program provides free, structured recreation for youth not otherwise engaged in formal programming. The program is currently offered at four locations 3-4 days per week. Sweetened Beverage Tax funding will allow these sites to operate five days per week.

## Leverage ARC funds to add Assistant Coordinators

Expenditures	\$150,000
Revenues	\$150,000
Position Allocation	3.50

This item adds 3.5 Assistant Coordinator positions to support growing recreation programming needs at community centers, funded in part by an annual contribution from the Associated Recreation Council (\$150,000) and by reducing SPR's budget for temporary staffing. Partial funding for these positions was approved in the 2019 Second Quarter Supplemental Budget Ordinance. This adjustment provides the ongoing budget and FTE authority to hire the permanent positions.

## RV Remediation Expansion

Expenditures	\$100,000
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This adjustment adds \$100,000 for an expansion of the RV remediation program. This funding will provide for the SPR portion of the expansion to additional sites that are not currently covered by the City's RV remediation program.

## Add Funding to Cover Utility Rate Increases

Expenditures	\$1,000,000
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This item appropriates \$1 million of one-time funding from the Park and Recreation Fund to cover utility rate increases. Utilities include sewer, drainage, water, electricity, gas, and recycling. Seattle Public Utilities has been increasing utility rates annually and SPR is not adequately budgeted for the increasing expenses, particularly drainage costs. The department's total budget for utilities is \$13.7 million in 2019 and 2020 but utility costs already exceeded this amount by \$400,000 in 2018. SPR will evaluate actual operating costs in 2020 and propose a longer-term solution as part of its development of the next six-year Park District financial plan.

# Seattle Parks and Recreation

## Proposed Capital

### **Add Funding for Outdoors for All**

Expenditures \$1,000,000

Outdoors for All enriches the quality of life for children and adults with disabilities through outdoor recreation. In March 2019 through a RFP process, Outdoors for All was awarded the right to renovate and use Building 18 for its future headquarters. This item adds \$1 million to SPR's budget as an award from the Mayor's Office to Outdoors for All to help fund capital improvements necessary to renovate the building.

### **Adjust Aquarium Expansion Funding**

Expenditures \$(936,000)

This item adjusts the timing of the City's funding commitment to the Aquarium Expansion project to align with the spending plan of the Seattle Aquarium Society. The proposed change moves \$936,000 of REET 1 funding from 2020 to 2021 (\$448,000) and 2022 (\$488,000) based on the most current projected spending plan; it does not affect the total project cost. In addition, this item shifts \$300,000 of REET 1 funding to REET 2 funding in 2020.

### **Add Community Development Block Grant Funding for ADA Compliance**

Expenditures \$700,000

Revenues \$700,000

This item adds \$700,000 of one-time Community Development Block Grant funding to the ADA Compliance project in SPR's Capital Improvement Program. This funding supplements \$1,000,000 of Real Estate Excise Tax (REET) in the CIP in 2020 and will further SPR's efforts to implement ADA improvements at a number of SPR facilities.

### **Transfer Municipal Energy Efficiency Improvement Funding**

Expenditures \$881,449

This change transfers the Municipal Energy Efficiency Program (MEEP) funding to Seattle Parks and Recreation for 2020. Previously, this funding was budgeted centrally in the Department of Finance and Administrative Services. MEEP is managed by the Office of Sustainability and Environment in support of the City's goal to reduce building energy use.

### **Add Park Land Acquisition CFT Funding**

Expenditures \$1,500,000

Revenues \$1,500,000

This item adds \$1.5 million to the Park Land Acquisition project in 2020; this funding is backed by revenue from the King County Conservation Futures Tax (CFT).

## Proposed Technical

### **Transfer Sweetened Beverage Tax Baseline Budget to New Fund**

Expenditures -

This technical change reflects the requirements of Ordinance 125886 and transfers the baseline department budget for Sweetened Beverage Tax activity from the General Fund (00100) to the Sweetened Beverage Tax Fund (00155). These changes are net-zero.



# Seattle Parks and Recreation

## Waterfront LID Fund - Technical Adjustment

Expenditures -

This adjustment shifts project costs from the Central Waterfront Improvement Fund (35900) to the new Waterfront LID Fund (35040) that was established during the Waterfront LID formation in early 2019.

## Other Technical Changes

Expenditures \$79,797

Position Allocation 1.05

Technical adjustments include modifications that do not represent fundamental changes in SPR's service delivery. SPR adjusts revenue and expense budgets between or within budget control levels to better reflect actual spending patterns. These technical adjustments include the following changes:

- align positions with projects based on actual workload;
- reconcile position titles with the Human Resources Information System (HRIS); and
- shift supply budgets, temporary staffing, and FTE among divisions to reflect actual spending and staffing needs.

## Seattle Parks and Recreation

### Expenditure Overview

Appropriations	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>SPR - BC-PR-10000 - 2008 Parks Levy</b>				
30010 - REET I Capital Fund	12,845,843	-	-	-
30020 - REET II Capital Fund	3,799,904	-	-	-
33860 - 2008 Parks Levy Fund	7,215,698	-	-	-
36000 - King County Parks Levy Fund	11,089	-	-	-
<b>Total for BSL: BC-PR-10000</b>	<b>23,872,534</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>SPR - BC-PR-20000 - Building For The Future</b>				
00164 - Unrestricted Cumulative Reserve Fund	97,804	-	-	-
10200 - Park And Recreation Fund	160,381	3,300,000	8,650,000	10,150,000
19710 - Seattle Park District Fund	4,465,052	11,934,000	7,854,000	7,854,000
30010 - REET I Capital Fund	314	2,325,000	11,936,000	10,700,000
30020 - REET II Capital Fund	12,489,602	3,030,000	3,287,000	3,587,000
35800 - Alaskan Way Seawall Const Fund	97,804	-	-	-
35900 - Central Waterfront Improvement Fund	120,287	4,800,000	1,500,000	1,000,000
36000 - King County Parks Levy Fund	-	470,000	-	-
<b>Total for BSL: BC-PR-20000</b>	<b>17,431,243</b>	<b>25,859,000</b>	<b>33,227,000</b>	<b>33,291,000</b>
<b>SPR - BC-PR-30000 - Debt and Special Funding</b>				
00100 - General Fund	-	2,007,000	1,210,000	1,210,000
00164 - Unrestricted Cumulative Reserve Fund	281,886	-	-	-
10200 - Park And Recreation Fund	246,635	169,000	168,000	168,000
30010 - REET I Capital Fund	911,418	781,000	779,000	779,000
30020 - REET II Capital Fund	1,823,957	1,545,000	1,540,000	1,540,000
35400 - 2010 Multipurpose LTGO Bond Fund	3,643	-	-	-
35500 - 2011 Multipurpose LTGO Bond Fund	2,662	-	-	-
35600 - 2012 Multipurpose LTGO Bond Fund	29,831	-	-	-
36000 - King County Parks Levy Fund	891,220	1,537,000	123,000	1,536,000
36100 - 2014 Multipurpose LTGO Bond Fund	26,986	-	-	-
36200 - 2015 Multipurpose LTGO Bond Fund	132,542	-	-	-
<b>Total for BSL: BC-PR-30000</b>	<b>4,350,780</b>	<b>6,039,000</b>	<b>3,820,000</b>	<b>5,233,000</b>

## Seattle Parks and Recreation

### SPR - BC-PR-40000 - Fix It First

00100 - General Fund	3,186	-	-	-
00164 - Unrestricted Cumulative Reserve Fund	877,802	512,000	35,000	35,000
10200 - Park And Recreation Fund	1,194,284	3,413,000	913,000	1,613,000
17861 - Seattle Preschool Levy Fund	629,763	-	-	-
19710 - Seattle Park District Fund	15,062,720	16,051,000	17,502,000	17,502,000
30010 - REET I Capital Fund	2,313,169	1,906,000	2,724,000	4,605,449
30020 - REET II Capital Fund	6,140,993	20,496,000	23,916,000	23,916,000
33120 - Community Imprv Contrib Fund	7,230	-	-	-
35700 - 2013 Multipurpose LTGO Bond Fund	18,348	-	-	-
36000 - King County Parks Levy Fund	498,435	-	-	750,000
70200 - Beach Maintenance Fund	27,138	25,000	25,000	25,000
<b>Total for BSL: BC-PR-40000</b>	<b>26,773,068</b>	<b>42,403,000</b>	<b>45,115,000</b>	<b>48,446,449</b>

### SPR - BC-PR-50000 - Maintaining Parks and Facilities

19710 - Seattle Park District Fund	421,579	330,000	338,000	338,000
30020 - REET II Capital Fund	973	-	-	-
<b>Total for BSL: BC-PR-50000</b>	<b>422,552</b>	<b>330,000</b>	<b>338,000</b>	<b>338,000</b>

### SPR - BC-PR-60000 - SR520 Mitigation

33130 - Park Mitigation & Remediation	2,250,845	-	-	-
<b>Total for BSL: BC-PR-60000</b>	<b>2,250,845</b>	<b>-</b>	<b>-</b>	<b>-</b>

### SPR - BO-PR-10000 - Cost Center Maintenance and Repairs

00100 - General Fund	25,712,064	21,158,256	22,496,213	26,646,411
10200 - Park And Recreation Fund	7,022,835	4,834,296	4,703,386	6,363,752
19710 - Seattle Park District Fund	4,288,558	11,849,826	12,363,773	10,109,518
<b>Total for BSL: BO-PR-10000</b>	<b>37,023,457</b>	<b>37,842,378</b>	<b>39,563,372</b>	<b>43,119,682</b>

### SPR - BO-PR-20000 - Leadership and Administration

00100 - General Fund	23,654,169	28,211,490	26,718,963	27,905,505
10200 - Park And Recreation Fund	1,443,559	1,598,151	1,506,202	2,279,503
19710 - Seattle Park District Fund	2,254,201	2,267,981	1,981,951	2,038,212
36000 - King County Parks Levy Fund	-	150,000	-	-
<b>Total for BSL: BO-PR-20000</b>	<b>27,351,929</b>	<b>32,227,622</b>	<b>30,207,116</b>	<b>32,223,220</b>

### SPR - BO-PR-30000 - Departmentwide Programs

00100 - General Fund	3,765,782	3,418,257	3,436,114	3,414,814
10200 - Park And Recreation Fund	2,374,716	2,333,777	2,331,906	2,359,243
19710 - Seattle Park District Fund	693,141	1,089,990	1,127,364	887,555
36000 - King County Parks Levy Fund	-	70,000	70,000	70,000

## Seattle Parks and Recreation

<b>Total for BSL: BO-PR-30000</b>	<b>6,833,640</b>	<b>6,912,024</b>	<b>6,965,384</b>	<b>6,731,611</b>
 <b>SPR - BO-PR-40000 - Parks and Open Space</b>				
00100 - General Fund	20,233,219	21,198,686	21,468,086	21,661,724
10200 - Park And Recreation Fund	1,816,512	3,129,229	3,280,025	1,973,848
15280 - Gift Catalog - Parks	3,757	-	-	-
19710 - Seattle Park District Fund	-	-	-	2,542,205
<b>Total for BSL: BO-PR-40000</b>	<b>22,053,489</b>	<b>24,327,915</b>	<b>24,748,111</b>	<b>26,177,777</b>
 <b>SPR - BO-PR-50000 - Recreation Facility Programs</b>				
00100 - General Fund	24,993,177	19,701,431	19,992,715	19,821,145
00155 - Sweetened Beverage Tax Fund	-	-	-	300,000
10200 - Park And Recreation Fund	11,815,975	10,885,617	10,878,157	12,225,474
15280 - Gift Catalog - Parks	110,000	-	-	-
19710 - Seattle Park District Fund	3,970,796	8,786,537	9,236,067	10,354,125
<b>Total for BSL: BO-PR-50000</b>	<b>40,889,948</b>	<b>39,373,585</b>	<b>40,106,939</b>	<b>42,700,744</b>
 <b>SPR - BO-PR-60000 - Golf Programs</b>				
00100 - General Fund	-	5,082	2,932	10,085
10200 - Park And Recreation Fund	11,254,696	11,649,631	13,485,187	12,299,864
<b>Total for BSL: BO-PR-60000</b>	<b>11,254,696</b>	<b>11,654,713</b>	<b>13,488,119</b>	<b>12,309,948</b>
 <b>SPR - BO-PR-70000 - Seattle Conservation Corps</b>				
00100 - General Fund	218,242	219,396	223,384	152,255
10200 - Park And Recreation Fund	3,124,974	3,244,978	3,244,978	3,430,385
19710 - Seattle Park District Fund	432,512	438,334	442,491	556,984
<b>Total for BSL: BO-PR-70000</b>	<b>3,775,728</b>	<b>3,902,708</b>	<b>3,910,853</b>	<b>4,139,623</b>
 <b>SPR - BO-PR-80000 - Zoo and Aquarium Programs</b>				
00100 - General Fund	6,989,362	5,066,935	5,079,365	5,083,882
10200 - Park And Recreation Fund	77,659	103,651	103,651	103,651
19710 - Seattle Park District Fund	-	1,938,403	1,938,403	1,938,403
<b>Total for BSL: BO-PR-80000</b>	<b>7,067,021</b>	<b>7,108,989</b>	<b>7,121,419</b>	<b>7,125,936</b>
<b>Department Total</b>	<b>231,350,929</b>	<b>237,980,934</b>	<b>248,611,313</b>	<b>261,836,990</b>
<b>Department Full-Time Equivalent Total*</b>	<b>922.24</b>	<b>927.40</b>	<b>929.38</b>	<b>939.68</b>

*\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

## Seattle Parks and Recreation

### Budget Summary by Fund Seattle Parks and Recreation

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
00100 - General Fund	105,569,201	100,986,533	100,627,772	105,905,820
00155 - Sweetened Beverage Tax Fund	-	-	-	300,000
00164 - Unrestricted Cumulative Reserve Fund	1,257,491	512,000	35,000	35,000
10200 - Park And Recreation Fund	40,532,227	44,661,330	49,264,492	52,966,720
15280 - Gift Catalog - Parks	113,757	-	-	-
17861 - Seattle Preschool Levy Fund	629,763	-	-	-
19710 - Seattle Park District Fund	31,588,559	54,686,071	52,784,049	54,121,000
30010 - REET I Capital Fund	16,070,743	5,012,000	15,439,000	16,084,449
30020 - REET II Capital Fund	24,255,428	25,071,000	28,743,000	29,043,000
33120 - Community Imprv Contrib Fund	7,230	-	-	-
33130 - Park Mitigation & Remediation	2,250,845	-	-	-
33860 - 2008 Parks Levy Fund	7,215,698	-	-	-
35400 - 2010 Multipurpose LTGO Bond Fund	3,643	-	-	-
35500 - 2011 Multipurpose LTGO Bond Fund	2,662	-	-	-
35600 - 2012 Multipurpose LTGO Bond Fund	29,831	-	-	-
35700 - 2013 Multipurpose LTGO Bond Fund	18,348	-	-	-
35800 - Alaskan Way Seawall Const Fund	97,804	-	-	-
35900 - Central Waterfront Improvement Fund	120,287	4,800,000	1,500,000	1,000,000
36000 - King County Parks Levy Fund	1,400,744	2,227,000	193,000	2,356,000
36100 - 2014 Multipurpose LTGO Bond Fund	26,986	-	-	-
36200 - 2015 Multipurpose LTGO Bond Fund	132,542	-	-	-
70200 - Beach Maintenance Fund	27,138	25,000	25,000	25,000
<b>Budget Totals for SPR</b>	<b>231,350,929</b>	<b>237,980,934</b>	<b>248,611,313</b>	<b>261,836,990</b>

# Seattle Parks and Recreation

## Revenue Overview

### 2020 Estimated Revenues

Account Code	Account Name	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
330020	Intergov-Revenues	70,215	-	-	-
331110	Direct Fed Grants	976,702	-	-	1,508,000
333110	Ind Fed Grants	396,363	808,000	808,000	-
334010	State Grants	104,444	2,500,000	-	-
337050	Proceeds-Countywide Tax Levy	-	1,500,000	-	1,500,000
337080	Other Private Contrib & Dons	716,419	452,400	452,400	452,400
341040	Sales Of Maps & Publications	(341)	-	-	-
341090	Sales Of Merchandise	199,394	27,284	27,284	27,284
341100	Data Proc-Computer Resources	(141)	-	-	-
341180	Legal Service Fees	(13,632)	-	-	-
341900	General Government-Other Rev	2,922,231	2,524,132	2,524,132	2,524,132
343270	Resource Recovery Rev	3,178,525	3,482,947	3,481,947	3,494,497
343310	Recoveries	1,203,031	1,075,670	1,075,670	1,075,670
347010	Recreation Activities Fees	11,723,585	12,165,933	14,003,489	12,604,251
347020	Recreation Shared Revs Arc	674,860	855,004	855,392	1,013,392
347040	Recreation Admission Fees	2,513,459	2,277,644	2,527,305	2,488,880
347050	Exhibit Admission Charges	39,946	568,972	568,972	568,972
347060	Athletic Facility Fees	3,380,256	3,858,043	4,038,043	4,038,043
347070	Recreation Education Fees	3,842,466	4,123,591	4,295,262	4,288,212
347080	Cult & Rec Training Charges	1,556	-	-	-
347090	Parks and Recreation Recovery	1,622,446	-	-	-
347170	Public Benefit Rev	(753,200)	-	-	-
347180	Tenant Improv Lease Rev Disc	(626,418)	-	-	-
347190	Interlocal Capital Mpd	3,863	-	-	-
347900	Culture And Rec-Other Rev	733,195	-	-	-
350180	Misc Fines & Penalties	210	-	-	-
350190	Nsf Check Fees	260	-	-	-
360020	Inv Earn-Residual Cash	282,716	-	-	-
360150	Interest On Loan Payoffs	237,516	-	-	-
360220	Interest Earned On Deliquent A	9,390	-	-	-
360290	Parking Fees	44,550	79,192	79,192	79,192
360300	St Space Facilities Rentals	4,339,214	4,913,833	4,956,849	4,956,849
360310	Lt Space/Facilities Leases	2,953,269	934,685	1,005,885	1,005,885
360330	Housing Rentals & Leases	(27,500)	-	-	-
360340	Concession Proceeds	172,582	80,000	80,000	80,000

## Seattle Parks and Recreation

360350	Other Rents & Use Charges	1,435,725	797,629	797,629	797,629
360380	Sale Of Junk Or Salvage	3,619	-	-	-
360390	Proceeds From Sale Of Assets	1,497	-	-	-
360420	Other Judgments & Settlements	11,543	-	-	-
360540	Cashiers Overages & Shortages	(856)	-	-	-
360570	Collection Expense - Misc	23	-	-	-
360590	Program Income	3,967	-	-	-
360690	Building/Oth Space Rent	-	72,000	72,000	72,000
360900	Miscellaneous Revs-Other Rev	138,387	890,687	890,687	890,687
374010	Capital Contr-State Grants	210,281	-	-	-
379020	Capital Contributions	-	1,305,000	8,155,000	8,155,000
397200	Interfund Revenue	4,688	-	-	-
<b>Total Revenues for: 10200 - Park And Recreation Fund</b>		<b>42,730,304</b>	<b>45,292,646</b>	<b>50,695,138</b>	<b>51,620,975</b>
400000	Use of/Contribution to Fund Balance	(2,198,077)	(631,316)	(1,430,646)	1,345,745
<b>Total Resources for:10200 - Park And Recreation Fund</b>		<b>40,532,227</b>	<b>44,661,330</b>	<b>49,264,492</b>	<b>52,966,720</b>
397010	Operating Transfers In	50,821,576	52,791,227	53,338,893	54,638,893
<b>Total Revenues for: 19710 - Seattle Park District Fund</b>		<b>50,821,576</b>	<b>52,791,227</b>	<b>53,338,893</b>	<b>54,638,893</b>
400000	Use of/Contribution to Fund Balance	(19,233,017)	1,894,844	(554,844)	(517,893)
<b>Total Resources for:19710 - Seattle Park District Fund</b>		<b>31,588,559</b>	<b>54,686,071</b>	<b>52,784,049</b>	<b>54,121,000</b>
397010	Operating Transfers In	209,254	-	-	-
<b>Total Revenues for: 33130 - Park Mitigation &amp; Remediation</b>		<b>209,254</b>	-	-	-
400000	Use of/Contribution to Fund Balance	2,041,591	-	-	-
<b>Total Resources for:33130 - Park Mitigation &amp; Remediation</b>		<b>2,250,845</b>	-	-	-
397010	Operating Transfers In	979,004	-	-	655,000
<b>Total Revenues for: 33860 - 2008 Parks Levy Fund</b>		<b>979,004</b>	-	-	<b>655,000</b>
400000	Use of/Contribution to Fund Balance	6,236,694	-	-	(655,000)
<b>Total Resources for:33860 - 2008 Parks Levy Fund</b>		<b>7,215,698</b>	-	-	-
397010	Operating Transfers In	2,124,498	2,050,000	-	2,249,000

## Seattle Parks and Recreation

<b>Total Revenues for: 36000 - King County Parks Levy Fund</b>	<b>2,124,498</b>	<b>2,050,000</b>	<b>-</b>	<b>2,249,000</b>
400000 Use of/Contribution to Fund Balance	(723,754)	177,000	193,000	107,000
<b>Total Resources for:36000 - King County Parks Levy Fund</b>	<b>1,400,744</b>	<b>2,227,000</b>	<b>193,000</b>	<b>2,356,000</b>
397010 Operating Transfers In	40,530	25,000	25,000	25,000
<b>Total Revenues for: 70200 - Beach Maintenance Fund</b>	<b>40,530</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>
400000 Use of/Contribution to Fund Balance	(13,392)	-	-	-
<b>Total Resources for:70200 - Beach Maintenance Fund</b>	<b>27,138</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>
<b>Total SPR Resources</b>	<b>83,015,211</b>	<b>101,599,401</b>	<b>102,266,541</b>	<b>109,468,720</b>



# Seattle Parks and Recreation

## Appropriations by Budget Summary Level and Program

### SPR - BC-PR-10000 - 2008 Parks Levy

The purpose of the 2008 Parks Levy Budget Summary Level is to provide the projects identified in the 2008 Parks and Green Spaces Levy including: neighborhood park and green space park acquisitions; development or restoration of major neighborhood parks, cultural facilities, playgrounds, and playfields; restoration of urban forests; and Opportunity Fund projects proposed by neighborhood and community groups.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
08 Levy Cultural Facilities	16,668,648	-	-	-
08 Levy Green Space Acq	1	-	-	-
08 Levy Major Parks	1,081	-	-	-
08 Levy Neighborhood Park Acq	759,405	-	-	-
08 Levy Opportunity Fund	2,971,393	-	-	-
08 Levy Parks and Playgrounds	3,471,116	-	-	-
08 Levy P-Patch Development	891	-	-	-
<b>Total</b>	<b>23,872,534</b>	-	-	-
Full-time Equivalents Total*	1.59	-	-	-

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in 2008 Parks Levy Budget Summary Level:

#### **08 Levy Cultural Facilities**

The purpose of the 2008 Parks Levy & Cultural Facilities Budget Program Level is to support the development or restoration of cultural facilities identified in the 2008 Parks Levy.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
08 Levy Cultural Facilities	16,668,648	-	-	-
Full Time Equivalents Total	1.59	-	-	-

#### **08 Levy Green Space Acq**

The purpose of the 2008 Parks Levy - Green Space Acquisitions Budget Program Level is to provide for green space park acquisitions identified in the 2008 Parks Levy.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
08 Levy Green Space Acq	1	-	-	-

# Seattle Parks and Recreation

## 08 Levy Major Parks

The purpose of the 2008 parks levy & Major Parks Budget Program Level is to support the development or restoration of major neighborhood parks identified in the 2008 Parks Levy.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
08 Levy Major Parks	1,081	-	-	-

## 08 Levy Neighborhood Park Acq

The purpose of the 2008 Parks Levy- Neighborhood Park Acquisition Budget Program Level is to provide for neighborhood park acquisitions identified in the 2008 Parks Levy.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
08 Levy Neighborhood Park Acq	759,405	-	-	-

## 08 Levy Opportunity Fund

The purpose of the 2008 Parks Levy - Opportunity Fund Development Budget Program Level is to provide funding for development projects identified by neighborhood and community groups.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
08 Levy Opportunity Fund	2,971,393	-	-	-

## 08 Levy Parks and Playgrounds

The purpose of the 2008 Parks Levy - Neighborhood Parks and Playgrounds Budget Program Level is to improve and address safety issues at playgrounds throughout the city identified in the 2008 Parks Levy.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
08 Levy Parks and Playgrounds	3,471,116	-	-	-

## 08 Levy P-Patch Development

The purpose of the 2008 Parks Levy - P-Patch Development Budget Program Level is to acquire and develop new community gardens or P-Patches and develop community gardens or P-Patches on existing City-owned properties.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
08 Levy P-Patch Development	891	-	-	-

## Seattle Parks and Recreation

### **SPR - BC-PR-20000 - Building For The Future**

The purpose of the Building for the Future Budget Summary Level is to develop new parks and facilities, to acquire new park land, and to improve existing parks and facilities.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Building For The Future - CIP	17,431,243	25,859,000	33,227,000	33,291,000
<b>Total</b>	<b>17,431,243</b>	<b>25,859,000</b>	<b>33,227,000</b>	<b>33,291,000</b>
Full-time Equivalents Total*	10.45	10.45	-	-

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### **SPR - BC-PR-30000 - Debt and Special Funding**

The purpose of the Debt and Special Funding Budget Summary Level is to meet debt service obligations on funds borrowed to meet the Department of Parks and Recreation's capital expenditure requirements and to accomplish unique projects with special funding sources.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Debt and Special Funding	4,350,780	6,039,000	3,820,000	5,233,000
<b>Total</b>	<b>4,350,780</b>	<b>6,039,000</b>	<b>3,820,000</b>	<b>5,233,000</b>
Full-time Equivalents Total*	1.33	1.33	1.33	1.33

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### **SPR - BC-PR-40000 - Fix It First**

The purpose of the Fix It First Budget Summary Level is to provide for major maintenance, rehabilitation, and preservation of parks, forests, facilities, and related infrastructure.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Fix It First - CIP	26,773,068	42,403,000	45,115,000	48,446,449
<b>Total</b>	<b>26,773,068</b>	<b>42,403,000</b>	<b>45,115,000</b>	<b>48,446,449</b>
Full-time Equivalents Total*	15.82	17.41	27.86	27.86

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## Seattle Parks and Recreation

### **SPR - BC-PR-50000 - Maintaining Parks and Facilities**

The purpose of the Maintaining Parks and Facilities Budget Summary Level is to improve existing P-Patches and dog off-leash areas as set forth in the first six-year planning cycle of the Seattle Park District.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Maintaining Parks & Facilities	422,552	330,000	338,000	338,000
<b>Total</b>	<b>422,552</b>	<b>330,000</b>	<b>338,000</b>	<b>338,000</b>
Full-time Equivalents Total*	0.13	0.13	0.13	0.13

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### **SPR - BC-PR-60000 - SR520 Mitigation**

The purpose of the SR520 Mitigation BSL is to account for projects resulting from SR520 construction impacts.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
SR520 Mitigation	2,250,845	-	-	-
<b>Total</b>	<b>2,250,845</b>	<b>-</b>	<b>-</b>	<b>-</b>

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### **SPR - BO-PR-10000 - Cost Center Maintenance and Repairs**

The purpose of the Cost Center Maintenance and Repairs Budget Summary Level is to repair and maintain parks, park buildings, and park infrastructure.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
M&R Grounds Crews	23,171,292	23,287,013	24,724,210	26,304,061
M&R Shops Crews	9,845,099	10,051,507	10,264,355	11,695,708
M&R Specialty Crews	4,007,067	4,503,858	4,574,807	5,119,913
<b>Total</b>	<b>37,023,457</b>	<b>37,842,378</b>	<b>39,563,372</b>	<b>43,119,682</b>
Full-time Equivalents Total*	153.78	163.44	165.42	170.67

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# Seattle Parks and Recreation

The following information summarizes the programs in Cost Center Maintenance and Repairs Budget Summary Level:

## M&R Grounds Crews

The purpose of the M&R Grounds Crews Budget Program Level is to provide custodial, landscape, and forest maintenance and restoration services.

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
M&R Grounds Crews	23,171,292	23,287,013	24,724,210	26,304,061
Full Time Equivalents Total	72.87	76.53	78.51	80.01

## M&R Shops Crews

The purpose of the M&R Shops Crews Budget Program Level is to repair and maintain park buildings and infrastructure so that park users can have safe, structurally sound, and attractive parks and recreational facilities.

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
M&R Shops Crews	9,845,099	10,051,507	10,264,355	11,695,708
Full Time Equivalents Total	54.86	55.86	55.86	56.36

## M&R Specialty Crews

The purpose of the M&R Specialty Crews Budget Program Level is to provide centralized management of natural areas and developed parks including forest restoration, urban forestry, wildlife management, trails, and grass and turf management.

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
M&R Specialty Crews	4,007,067	4,503,858	4,574,807	5,119,913
Full Time Equivalents Total	26.05	31.05	31.05	34.30

## SPR - BO-PR-20000 - Leadership and Administration

The purpose of the Leadership and Administration Budget Summary Level is to provide executive, community, financial, human resource, technology, and business support to the department.

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Citywide Indirect Costs	8,291,954	15,442,853	13,240,226	12,121,935
Departmental Indirect Costs	13,441,022	9,337,469	9,517,899	12,257,138
Divisional Indirect Costs	7,449,384	8,243,916	8,129,898	9,110,939
Indirect Cost Recovery Offset	(18,244,044)	(3,743,690)	(3,743,777)	(3,879,094)
Pooled Benefits	16,413,614	2,947,074	3,062,869	2,612,301
<b>Total</b>	<b>27,351,929</b>	<b>32,227,622</b>	<b>30,207,116</b>	<b>32,223,220</b>
Full-time Equivalents Total*	114.74	118.54	118.54	120.59

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## Seattle Parks and Recreation

The following information summarizes the programs in Leadership and Administration Budget Summary Level:

### Citywide Indirect Costs

The purpose of the Citywide Indirect Costs program is to fund internal services costs originating from outside of the department such as allocated costs from the Department of Finance and Administrative Services, Seattle Information Technology Department, and the Department of Human Resources.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Citywide Indirect Costs	8,291,954	15,442,853	13,240,226	12,121,935

### Departmental Indirect Costs

The purpose of the Departmental Indirect Costs Budget Program Level is to provide executive, financial, communications, human resources and business support and strategic planning an analysis to the departments.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Departmental Indirect Costs	13,441,022	9,337,469	9,517,899	12,257,138
Full Time Equivalents Total	73.25	77.05	77.05	78.10

### Divisional Indirect Costs

The purpose of the Divisional Indirect Costs Budget Program Level is to provide managerial and administrative support for operating divisions. The Budget Program also provides planning and development support to develop new park facilities, and make improvements to existing park facilities to benefit the public.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Divisional Indirect Costs	7,449,384	8,243,916	8,129,898	9,110,939
Full Time Equivalents Total	41.49	41.49	41.49	42.49

### Indirect Cost Recovery Offset

The purpose of the Indirect Cost Recovery program is to recover costs associated with indirect programs within Leadership and Administrative BSL from the department's direct cost programs. This program does not fully recover Leadership and Administration BSL costs.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Indirect Cost Recovery Offset	(18,244,044)	(3,743,690)	(3,743,777)	(3,879,094)

### Pooled Benefits

The purpose of the Pooled Benefits program is to fund department costs associated with health and dental insurance, workers compensation, and unemployment insurance contributions.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Pooled Benefits	16,413,614	2,947,074	3,062,869	2,612,301

# Seattle Parks and Recreation

## **SPR - BO-PR-30000 - Departmentwide Programs**

The purpose of the Department-Wide Services Budget Summary Level is to provide management and operations of services that span across multiple lines of business within Seattle Parks and Recreation such as partner relationship management, emergency operations, and security services.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Departmentwide Other	1,768,606	1,743,066	1,761,195	1,514,086
Partnerships - Departmentwide	5,065,034	5,168,958	5,204,189	5,217,525
<b>Total</b>	<b>6,833,640</b>	<b>6,912,024</b>	<b>6,965,384</b>	<b>6,731,611</b>
Full-time Equivalents Total*	31.19	28.69	28.69	28.69

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The following information summarizes the programs in Departmentwide Programs Budget Summary Level:

### **Departmentwide Other**

The purpose of the Departmentwide-Other Budget Program Level is to provide emergency management and safety services at park facilities.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Departmentwide Other	1,768,606	1,743,066	1,761,195	1,514,086
Full Time Equivalents Total	14.19	13.69	13.69	13.19

### **Partnerships - Departmentwide**

The purpose of the Partnerships-Departmentwide Budget Program Level is to provide centralized management for regional parks and major partners.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Partnerships - Departmentwide	5,065,034	5,168,958	5,204,189	5,217,525
Full Time Equivalents Total	17.00	15.00	15.00	15.50

## Seattle Parks and Recreation

### SPR - BO-PR-40000 - Parks and Open Space

The purpose of the Parks and Open Space Budget Summary Level is to provide management and operations of the City's developed and undeveloped parkland.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Citywide Programs	1,832,410	1,910,094	1,910,610	2,036,388
M&R - Parks & Open Space	20,221,078	22,417,821	22,837,501	24,141,389
<b>Total</b>	<b>22,053,489</b>	<b>24,327,915</b>	<b>24,748,111</b>	<b>26,177,777</b>
Full-time Equivalents Total*	271.88	271.88	271.88	270.63

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The following information summarizes the programs in Parks and Open Space Budget Summary Level:

#### **Citywide Programs**

The purpose of the Citywide Programs Budget Program Level is to provide management and operations of services that span multiple lines of business with Seattle Parks and Recreation such as athletic scheduling and event scheduling.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Citywide Programs	1,832,410	1,910,094	1,910,610	2,036,388
Full Time Equivalents Total	15.42	15.42	15.42	14.17

#### **M&R - Parks & Open Space**

The purpose of the Parks and Open Space Budget Program Level is to provide management and operations of the City's developed and undeveloped parkland.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
M&R - Parks & Open Space	20,221,078	22,417,821	22,837,501	24,141,389
Full Time Equivalents Total	256.46	256.46	256.46	256.46



## Seattle Parks and Recreation

### SPR - BO-PR-50000 - Recreation Facility Programs

The purpose of the Recreation Facility Programs Budget Summary Level is to provide active and passive recreation services to Seattle residents through the direct management, maintenance, and operation of programs and facilities and by leveraging partnerships.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Aquatic & Swimming Programs	9,352,625	8,351,766	8,482,826	9,011,114
M&R - Recreation Facilities	3,941,011	4,466,926	4,515,458	4,644,157
Partnerships - Recreation	1,130,633	1,059,158	1,056,350	1,158,073
Rec Programs & Facility Ops	26,465,679	25,495,736	26,052,306	27,887,400
<b>Total</b>	<b>40,889,948</b>	<b>39,373,585</b>	<b>40,106,939</b>	<b>42,700,744</b>
Full-time Equivalents Total*	280.81	275.01	275.01	279.26

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*The following information summarizes the programs in Recreation Facility Programs Budget Summary Level:*

#### **Aquatic & Swimming Programs**

The purpose of the Aquatic & Swimming Programs Budget Program Level is to provide a variety of structured and unstructured water-related programs and classes so participants can enjoy and develop skills in a range of aquatic activities.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Aquatic & Swimming Programs	9,352,625	8,351,766	8,482,826	9,011,114
Full Time Equivalents Total	48.05	48.05	48.05	48.05

#### **M&R - Recreation Facilities**

The purpose of the M&R-Recreation Facilities Budget Program Level is to manage and staff the City's neighborhood community centers and citywide recreation facilities and programs, which allow users to enjoy a variety of social, athletic, cultural, and recreational activities.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
M&R - Recreation Facilities	3,941,011	4,466,926	4,515,458	4,644,157
Full Time Equivalents Total	46.59	46.59	46.59	46.59

## Seattle Parks and Recreation

### Partnerships - Recreation

The purpose of the Partnerships-Recreation Budget Program Level is to manage the Amy Yee Tennis Center, the largest public tennis center facility in the Puget Sound area.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Partnerships - Recreation	1,130,633	1,059,158	1,056,350	1,158,073
Full Time Equivalents Total	9.00	8.70	8.70	8.70

### Rec Programs & Facility Ops

The purpose of the Rec Programs & Facility Ops Budget Program Level is to manage and staff the City's neighborhood community centers and citywide recreation facilities and programs, which allow users to enjoy a variety of social, athletic, cultural, and recreational activities.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Rec Programs & Facility Ops	26,465,679	25,495,736	26,052,306	27,887,400
Full Time Equivalents Total	177.17	171.67	171.67	175.92

### **SPR - BO-PR-60000 - Golf Programs**

The purpose of the Golf Budget Summary Level is to manage the City's four golf courses at Jackson, Jefferson, West Seattle, and Interbay to provide public golf courses and related programs.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Golf Course Programs	11,254,696	11,654,713	13,488,119	12,309,948
<b>Total</b>	<b>11,254,696</b>	<b>11,654,713</b>	<b>13,488,119</b>	<b>12,309,948</b>
Full-time Equivalents Total*	24.00	24.00	24.00	24.00

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### **SPR - BO-PR-70000 - Seattle Conservation Corps**

The purpose of the Seattle Conservation Corps Budget Summary Level is to provide training, counseling, and employment to formerly homeless and unemployed people with the goal that they acquire skills and experience leading to long-term employment and stability.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Seattle Conservation Corps	3,775,728	3,902,708	3,910,853	4,139,623
<b>Total</b>	<b>3,775,728</b>	<b>3,902,708</b>	<b>3,910,853</b>	<b>4,139,623</b>
Full-time Equivalents Total*	16.52	16.52	16.52	16.52

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## Seattle Parks and Recreation

### **SPR - BO-PR-80000 - Zoo and Aquarium Programs**

The purpose of the Zoo and Aquarium Budget Summary Level is to support contracted non-profit partners ability to provide services to the community through operations of the Woodland Park Zoo and the Seattle Aquarium.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Zoo and Aquarium Programs	7,067,021	7,108,989	7,121,419	7,125,936
<b>Total</b>	<b>7,067,021</b>	<b>7,108,989</b>	<b>7,121,419</b>	<b>7,125,936</b>

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# Seattle Center

Robert Nellams, Director

(206) 684-7200

<http://www.seattlecenter.com/>

## Department Overview

Seattle Center is home to cultural and educational organizations, sports teams, festivals, community programs (including cultural and community celebrations), and entertainment facilities. Millions of people visit the 74-acre Seattle Center campus annually. Consistently rated as one of the City's top attractions, Seattle Center is a premier urban park whose purpose is to create exceptional events, experiences, and environments that delight and inspire the human spirit and build a stronger community.

The history of Seattle Center dates back to a time well before it existed as a City department in its current form. Prior to the 1850s, the land on which Seattle Center sits was a part of a Native American trail which was later homesteaded by the David Denny family and eventually donated to the City of Seattle. In 1927, the new Civic Auditorium, now Marion Oliver McCaw Hall, and Arena were constructed with funding from a levy and a contribution from a local business owner. In 1939, a large military Armory was constructed. In 1948, the Memorial Stadium was built and the Memorial Wall was added in 1952. Finally, in 1962, the community pulled together these facilities and added new structures to host the Seattle World's Fair/Century 21 Exposition. At the conclusion of the fair, the City took ownership of most of the remaining facilities and campus grounds to create Seattle Center. Since its creation in 1963, Seattle Center has nurtured artistry and creativity by providing a home for and technical assistance to a wide variety of arts and cultural organizations. These tenants play a critical role in the arts and cultural landscape of the region.

Seattle Center is undergoing major changes with the renovation of the Arena, which began in 2019. Following an RFP process, the City selected Oak View Group (OVG)/Seattle Arena Company (ArenaCo) to renovate the Arena using private funding. When the building reopens in 2021, ArenaCo will operate the building. The new building will be capable of hosting both NHL hockey and NBA basketball, and will continue to house the WNBA's Seattle Storm as well as a variety of concerts, family shows, and other events.

Seattle Center is financed by a combination of tax dollars from the City's General Fund and revenue earned from commercial operations. Major sources of commercial revenues include facility rentals, parking fees, long-term leases to non-profit organizations, sponsorships, food sales, and monorail fares.

Due to the size and importance of commercial revenues, Seattle Center confronts many of the same market factors that other businesses do. Changing consumer preferences, fluctuating demand, and the many options customers have in terms of discretionary spending all influence the financial performance of Seattle Center. Seattle Center's situation is also unique in that it must meet the simultaneous financial challenges of competition with other facilities that host events; the presence on campus of long-term, non-profit tenants; and the need to balance its public and private event offerings.

## Seattle Center

### Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
General Fund Support	12,669,276	13,028,639	13,006,221	14,543,754
Other Funding - Operating	29,062,863	22,693,125	22,343,488	24,139,709
<b>Total Operations</b>	<b>41,732,139</b>	<b>35,721,763</b>	<b>35,349,708</b>	<b>38,683,463</b>
<b>Capital Support</b>				
General Fund Support	1,143,534	-	-	-
Other Funding - Capital	4,539,579	13,429,000	11,059,000	11,585,105
<b>Total Capital</b>	<b>5,683,113</b>	<b>13,429,000</b>	<b>11,059,000</b>	<b>11,585,105</b>
<b>Total Appropriations</b>	<b>47,415,252</b>	<b>49,150,763</b>	<b>46,408,708</b>	<b>50,268,568</b>

Full-Time Equivalents Total\* 242.73      228.73      227.73      225.23

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### Budget Overview

Seattle Center is in the midst of one of the largest transformations to touch the campus since the 1962 Seattle World's Fair. In late 2018, the City signed an agreement with Seattle Arena Company (ArenaCo) based on the City's 2017 Memorandum of Understanding (MOU) with Oak View Group (OVG) to invest over \$600 million of private resources to redevelop Seattle Center's largest venue, KeyArena, into a state-of-the-art, world-class sports and entertainment facility capable of hosting a range of events from touring concerts to NBA/WNBA basketball and NHL hockey. The Arena is now closed for redevelopment until 2021. When the Arena reopens, Seattle Center will no longer operate the revitalized venue.

The redevelopment and shift in management of KeyArena fundamentally changes Seattle Center's operating model. While the Arena is closed, Seattle Center is operating at a deficit. As part of the 2019 Adopted Budget, Council passed legislation authorizing Seattle Center to draw on a temporary interfund loan. Per the lease agreement with ArenaCo, when the Arena reopens, ArenaCo will make annual rent payments to the City. Seattle Center will receive a share of any increased revenue associated with sponsorships and parking receipts. These future revenue streams will help to repay the loan.

To protect the City's interests during Arena construction, proper monitoring of project finances is necessary. The 2020 Proposed Budget adds resources to engage a consultant with the expertise to ensure that ArenaCo maintains appropriate balances in equity accounts and/or letters of credit as construction proceeds.

All funding for Arena operations was removed in the 2019 Adopted Budget. In 2019, remaining KeyArena staff were moved into Seattle Center vacancies with different campus work responsibilities. Continuing the transition plan's 2019 staff reductions, five vacant positions will be eliminated in 2020.

Safety concerns have increased around the Seattle Center campus along with the rapid growth occurring in the surrounding neighborhood. Along with increased foot traffic during evening and nighttime hours, incidents requiring the involvement of Seattle Center security officers have grown in frequency. The 2020 Proposed Budget adds security staffing so that swing and graveyard shift security staff can patrol the 74-acre campus in teams.

## Seattle Center

While the Arena is being redeveloped, Seattle Center is maintaining robust programming in its other facilities. These include concerts and festivals held on campus grounds, as well as events at McCaw Hall hosted by its resident tenants, the Seattle Opera and the Pacific Northwest Ballet, and other groups. In 2019, the department increased parking rates and facility rental fee ranges at several campus venues to better reflect market rates and maximize commercial revenues when possible. Facilities affected include McCaw Hall, the Armory Loft, the Exhibition Hall, and Fisher Pavilion.

Seattle Center's Capital Improvement Program (CIP) includes several major investments to address deferred maintenance needs across the campus. In addition to the continuation of critical asset preservation work, major planned outlays include International Fountain and Dupen Fountain renovations; maintenance, seismic upgrades, and elevator renovations in Mercer Garage; relocating Seattle Center's skatepark; and replacing the Cornish Playhouse roof. See Seattle Center's 2020-2025 Proposed CIP Overview for more information on capital projects.

# Seattle Center

## Incremental Budget Changes

### Seattle Center

	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>46,408,708</b>	<b>227.73</b>
<b>Baseline</b>		
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	2,147,640	-
2020 State Paid Family Medical Leave Increase Base Budget	35,244	-
Citywide Adjustments for Standard Cost Changes	366,825	-
<b>Proposed Operating</b>		
Arena Construction Financial Oversight	600,000	-
Overnight Safety Initiative	184,045	2.00
<b>Proposed Capital</b>		
Municipal Energy Efficiency Projects - Seattle Center	526,105	-
<b>Proposed Technical</b>		
Budget Realignment	-	-
Elimination of Vacant Positions	-	(4.50)
<b>Total Incremental Changes</b>	<b>\$3,859,859</b>	<b>(2.50)</b>
<b>Total 2020 Proposed Budget</b>	<b>\$50,268,568</b>	<b>225.23</b>

## Description of Incremental Budget Changes

### Baseline

#### **2020 Coalition and Non-Rep Annual Wage Increase Base Budget**

Expenditures \$2,147,640

This centrally administered change adjusts appropriations to reflect the Annual Wage Increase, as outlined in the tentative agreement between the City and the Coalition of Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor.

#### **2020 State Paid Family Medical Leave Increase Base Budget**

Expenditures \$35,244

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the tentative agreement with the Coalition of Unions moves a portion of the cost responsibility to the employee in 2020, with the City paying the remainder. This item increases appropriations to account for the City's obligation for all employees.



# Seattle Center

## Citywide Adjustments for Standard Cost Changes

Expenditures \$366,825

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including the Department of Finance & Administrative Services rates, Information Technology rates and Human Resources rates, health care, retirement and industrial insurance charges for the department. This adjustment also includes a transfer of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City's efforts to improve investigative processes and practices across the City departments. While the internal service rates are final for 2020, some of the other adjustments reflect initial assumptions about these costs and inflators early in the budget process.

## Proposed Operating

### Arena Construction Financial Oversight

Expenditures \$600,000

This item adds one-time funding to engage a consultant with expertise in construction finances. The City needs continued monitoring and financial due diligence during construction of the new Arena to ensure that ArenaCo is maintaining the proper balances in equity accounts created to protect the City's interest in successful completion of the project. This work requires specialized expertise that City staff do not possess. An independent, third party would review ArenaCo's updates on project budget and material change orders, and have access to construction records to provide the City with advance notice of potential major delays or cost overruns.

### Overnight Safety Initiative

Expenditures \$184,045  
Position Allocation 2.00

These Security Officer positions will augment Seattle Center's graveyard and swing shifts where staffing levels are currently lower than at other parts of the day. Along with rapid growth of the surrounding neighborhood, Center has seen an increase in the number of incidents requiring involvement of its security officers. This increase will allow for officers on those shifts to patrol in teams.

## Proposed Capital

### Municipal Energy Efficiency Projects - Seattle Center

Expenditures \$526,105

This change transfers the Municipal Energy Efficiency Program (MEEP) funding to Seattle Center for 2020. Previously, this funding was budgeted centrally in the Department of Finance and Administrative Services. MEEP is managed by the Office of Sustainability and Environment in support of the City's goal to reduce building energy use. In 2020, Seattle Center will use these funds for LED retrofitting at the 5th Avenue N Garage and Seattle Repertory Theatre, and HVAC upgrades at the Armory.

## Proposed Technical

### Budget Realignment

Expenditures -

This technical change shifts \$1,313,304 in budget authority from the Leadership and Administration BSL to the Campus Grounds Budget Program in the Campus BSL. This is a more accurate representation of where those funds are actually spent.

# Seattle Center

## Elimination of Vacant Positions

Expenditures	-
Position Allocation	(4.50)

This technical change eliminates five vacant positions. These positions were identified and unfunded in the staffing transition plan for the 2019 Adopted Budget. They were not eliminated at that time to allow for attrition to address staffing reductions rather than laying off staff. Since that time, these positions have been vacated and Seattle Center is eliminating the position authority.

## Seattle Center

### Expenditure Overview

Appropriations	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>CEN - BC-SC-BWT - Bagley Wright Trust Fund</b>				
15010 - Bagley Wright Theatre Fund	372,696	-	-	-
<b>Total for BSL: BC-SC-BWT</b>	<b>372,696</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>CEN - BC-SC-S0303 - McCaw Hall Capital Reserve</b>				
34070 - McCaw Hall Capital Reserve	409,787	634,000	614,000	614,000
<b>Total for BSL: BC-SC-S0303</b>	<b>409,787</b>	<b>634,000</b>	<b>614,000</b>	<b>614,000</b>
<b>CEN - BC-SC-S03P01 - Building and Campus Improvements</b>				
00100 - General Fund	1,143,534	-	-	-
00164 - Unrestricted Cumulative Reserve Fund	63,997	130,000	130,000	130,000
11410 - Seattle Center Fund	41,819	258,000	-	-
11420 - Seattle Center KeyArena Fund	178,891	-	-	-
30010 - REET I Capital Fund	2,009,078	11,152,000	9,060,000	9,586,105
34060 - Seattle Center Capital Reserve	250,148	-	-	-
35500 - 2011 Multipurpose LTGO Bond Fund	5,367	-	-	-
<b>Total for BSL: BC-SC-S03P01</b>	<b>3,692,833</b>	<b>11,540,000</b>	<b>9,190,000</b>	<b>9,716,105</b>
<b>CEN - BC-SC-S03P04 - KeyArena CIP</b>				
30010 - REET I Capital Fund	324,902	-	-	-
<b>Total for BSL: BC-SC-S03P04</b>	<b>324,902</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>CEN - BC-SC-S9403 - Monorail Rehabilitation</b>				
00164 - Unrestricted Cumulative Reserve Fund	882,896	-	-	-
11410 - Seattle Center Fund	-	1,255,000	1,255,000	1,255,000
<b>Total for BSL: BC-SC-S9403</b>	<b>882,896</b>	<b>1,255,000</b>	<b>1,255,000</b>	<b>1,255,000</b>
<b>CEN - BO-SC-60000 - Campus</b>				
00100 - General Fund	10,454,528	7,112,308	7,131,183	8,617,090
11410 - Seattle Center Fund	14,538,140	12,455,459	12,596,507	14,727,286
11420 - Seattle Center KeyArena Fund	250,000	-	-	-
<b>Total for BSL: BO-SC-60000</b>	<b>25,242,668</b>	<b>19,567,767</b>	<b>19,727,690</b>	<b>23,344,376</b>
<b>CEN - BO-SC-65000 - McCaw Hall</b>				
00100 - General Fund	1,241,233	676,430	676,706	676,706
11410 - Seattle Center Fund	613,573	3,686	3,651	2,343
11430 - Seattle Center McCaw Hall Fund	4,802,011	4,777,419	4,653,760	4,974,967

## Seattle Center

30010 - REET I Capital Fund	281,000	290,000	299,000	299,000
<b>Total for BSL: BO-SC-65000</b>	<b>6,937,817</b>	<b>5,747,536</b>	<b>5,633,118</b>	<b>5,953,016</b>
 <b>CEN - BO-SC-66000 - KeyArena</b>				
00100 - General Fund	947,576	-	-	-
11410 - Seattle Center Fund	1,026,573	-	-	-
11420 - Seattle Center KeyArena Fund	7,427,503	-	-	-
<b>Total for BSL: BO-SC-66000</b>	<b>9,401,653</b>	<b>-</b>	<b>-</b>	<b>-</b>
 <b>CEN - BO-SC-69000 - Leadership and Administration</b>				
00100 - General Fund	25,939	5,239,901	5,198,332	5,249,958
11410 - Seattle Center Fund	124,061	5,166,560	4,790,569	4,136,113
<b>Total for BSL: BO-SC-69000</b>	<b>150,000</b>	<b>10,406,461</b>	<b>9,988,901</b>	<b>9,386,070</b>
<b>Department Total</b>	<b>47,415,252</b>	<b>49,150,763</b>	<b>46,408,708</b>	<b>50,268,568</b>
<b>Department Full-Time Equivalents Total*</b>	<b>242.73</b>	<b>228.73</b>	<b>227.73</b>	<b>225.23</b>

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### Budget Summary by Fund Seattle Center

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
00100 - General Fund	13,812,810	13,028,639	13,006,221	14,543,754
00164 - Unrestricted Cumulative Reserve Fund	946,892	130,000	130,000	130,000
11410 - Seattle Center Fund	16,344,167	19,138,705	18,645,727	20,120,743
11420 - Seattle Center KeyArena Fund	7,856,394	-	-	-
11430 - Seattle Center McCaw Hall Fund	4,802,011	4,777,419	4,653,760	4,974,967
15010 - Bagley Wright Theatre Fund	372,696	-	-	-
30010 - REET I Capital Fund	2,614,980	11,442,000	9,359,000	9,885,105
34060 - Seattle Center Capital Reserve	250,148	-	-	-
34070 - McCaw Hall Capital Reserve	409,787	634,000	614,000	614,000
35500 - 2011 Multipurpose LTGO Bond Fund	5,367	-	-	-
<b>Budget Totals for CEN</b>	<b>47,415,252</b>	<b>49,150,763</b>	<b>46,408,708</b>	<b>50,268,568</b>

## Seattle Center

### Revenue Overview

#### 2020 Estimated Revenues

Account Code	Account Name	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
341190	Personnel Service Fees	875,950	1,438,996	1,339,996	1,339,996
341300	Administrative Fees & Charges	9,890	5,000	5,000	5,000
360290	Parking Fees	6,299,852	5,786,461	5,838,913	5,838,913
360300	St Space Facilities Rentals	2,028,270	1,697,328	1,769,882	1,769,882
360310	Lt Space/Facilities Leases	3,614,204	3,480,854	3,556,517	3,556,517
360340	Concession Proceeds	2,147,663	2,163,973	2,182,074	1,412,294
360350	Other Rents & Use Charges	52,690	40,000	40,000	40,000
360360	Sponsorship And Royalties	610,913	580,000	680,000	680,000
374030	Capital Contr-Fed Dir Grants	-	1,004,000	1,004,000	1,004,000
379020	Capital Contributions	-	251,000	251,000	251,000
397200	Interfund Revenue	-	-	-	4,223,140
399999	End of Revenue Range	-	-	1,767,993	-
<b>Total Revenues for: 11410 - Seattle Center Fund</b>		<b>15,639,432</b>	<b>16,447,612</b>	<b>18,435,375</b>	<b>20,120,742</b>
400000	Use of/Contribution to Fund Balance	704,735	2,691,093	210,352	-
<b>Total Resources for:11410 - Seattle Center Fund</b>		<b>16,344,167</b>	<b>19,138,705</b>	<b>18,645,727</b>	<b>20,120,742</b>
341090	Sales Of Merchandise	(831,897)	-	-	-
341190	Personnel Service Fees	2,554,227	-	-	-
360300	St Space Facilities Rentals	1,989,215	-	-	-
360340	Concession Proceeds	2,857,114	-	-	-
<b>Total Revenues for: 11420 - Seattle Center KeyArena Fund</b>		<b>6,568,659</b>	<b>-</b>	<b>-</b>	<b>-</b>
400000	Use of/Contribution to Fund Balance	1,287,735	-	-	-
<b>Total Resources for:11420 - Seattle Center KeyArena Fund</b>		<b>7,856,394</b>	<b>-</b>	<b>-</b>	<b>-</b>
341190	Personnel Service Fees	2,084,717	2,252,578	2,321,808	2,321,808
360300	St Space Facilities Rentals	810,138	537,263	535,292	535,292
360310	Lt Space/Facilities Leases	1,439,157	1,475,079	1,504,581	1,504,581
360340	Concession Proceeds	499,894	904,585	896,585	896,585
360900	Miscellaneous Revs-Other Rev	62,875	60,500	58,125	58,125

## Seattle Center

<b>Total Revenues for: 11430 - Seattle Center McCaw Hall Fund</b>		<b>4,896,781</b>	<b>5,230,005</b>	<b>5,316,391</b>	<b>5,316,391</b>
400000	Use of/Contribution to Fund Balance	(94,771)	(452,586)	(662,631)	(341,424)
<b>Total Resources for:11430 - Seattle Center McCaw Hall Fund</b>		<b>4,802,010</b>	<b>4,777,419</b>	<b>4,653,760</b>	<b>4,974,967</b>
360020	Inv Earn-Residual Cash	34,595	54,000	16,000	16,000
379010	Capital Assessments	281,000	290,000	299,000	299,000
397010	Operating Transfers In	281,000	290,000	299,000	299,000
<b>Total Revenues for: 34070 - McCaw Hall Capital Reserve</b>		<b>596,595</b>	<b>634,000</b>	<b>614,000</b>	<b>614,000</b>
400000	Use of/Contribution to Fund Balance	(186,808)	-	-	-
<b>Total Resources for:34070 - McCaw Hall Capital Reserve</b>		<b>409,787</b>	<b>634,000</b>	<b>614,000</b>	<b>614,000</b>
<b>Total CEN Resources</b>		<b>29,412,358</b>	<b>24,550,124</b>	<b>23,913,487</b>	<b>25,709,709</b>

## Seattle Center

### Appropriations by Budget Summary Level and Program

#### **CEN - BC-SC-BWT - Bagley Wright Trust Fund**

#N/A

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Bagley Wright Trust Fund	372,696	-	-	-
<b>Total</b>	<b>372,696</b>	<b>-</b>	<b>-</b>	<b>-</b>

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#### **CEN - BC-SC-S0303 - McCaw Hall Capital Reserve**

The purpose of the McCaw Hall Capital Reserve Fund Budget Summary Level is to maintain and enhance the McCaw Hall facility.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
McCaw Hall Asset Preservation	409,787	634,000	614,000	614,000
<b>Total</b>	<b>409,787</b>	<b>634,000</b>	<b>614,000</b>	<b>614,000</b>
Full-time Equivalents Total*	0.38	0.38	0.38	0.38

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#### **CEN - BC-SC-S03P01 - Building and Campus Improvements**

The purpose of the Building and Campus Improvements Budget Summary Level is to provide for improvements throughout the Seattle Center campus, including buildings and building systems, open spaces, public gathering places, utility infrastructure, and long-range planning.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Armory Rehabilitation	475,660	1,047,000	1,100,000	1,100,000
Campuswide Improvements and Re	925,594	2,888,000	1,505,000	1,505,000
Facility Infrastructure Renova	16,004	-	3,445,000	3,445,000
Parking Repairs & Improvements	158,745	6,500,000	2,400,000	2,400,000
Public Gathering Space Improve	1,773,389	400,000	100,000	100,000
Utility Infrstr MP and Repairs	343,440	705,000	640,000	1,166,105
<b>Total</b>	<b>3,692,833</b>	<b>11,540,000</b>	<b>9,190,000</b>	<b>9,716,105</b>
Full-time Equivalents Total*	7.26	7.26	7.26	7.26

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# Seattle Center

The following information summarizes the programs in Building and Campus Improvements Budget Summary Level:

## Armory Rehabilitation

The purpose of the Armory Rehabilitation Program is to provide for renovation, repairs and improvements to the Seattle Center Armory facility.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Armory Rehabilitation	475,660	1,047,000	1,100,000	1,100,000
Full Time Equivalents Total	0.57	0.57	0.57	0.57

## Campuswide Improvements and Re

The purpose of the Campuswide Improvements and Repairs Program is to provide for improvements and repairs throughout the Seattle Center campus, including open spaces, public artworks, signage, campus access for those with disabilities, and long-range planning.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Campuswide Improvements and Re	925,594	2,888,000	1,505,000	1,505,000
Full Time Equivalents Total	4.20	4.20	4.20	4.20

## Facility Infrastructure Renova

The purpose of the Facility Infrastructure Renovation and Repair Program is to provide for roof and building envelope renovation and replacement, structural and seismic evaluations and upgrades, and other building infrastructure improvements throughout the campus.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Facility Infrastructure Renova	16,004	-	3,445,000	3,445,000
Full Time Equivalents Total	0.48	0.48	0.48	0.48

## Parking Repairs & Improvements

The purpose of the Parking Repairs and Improvements Program is to provide for repairs and improvements to Seattle Center parking facilities.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Parking Repairs & Improvements	158,745	6,500,000	2,400,000	2,400,000
Full Time Equivalents Total	0.38	0.38	0.38	0.38

## Public Gathering Space Improve

The purpose of the Public Gathering Space Improvements Program is to provide for major maintenance and improvements to meeting rooms, exhibition spaces, public assembly and performance spaces, and indoor and outdoor gathering spaces throughout the Seattle Center campus.



## Seattle Center

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Public Gathering Space Improve	1,773,389	400,000	100,000	100,000
Full Time Equivalents Total	0.96	0.96	0.96	0.96

### Utility Infrstr MP and Repairs

The purpose of the Utility Infrastructure Master Plan and Repairs Program is to provide for renovation, repair, replacement, and energy efficiency improvements to utility infrastructure on the Seattle Center campus, including heating and cooling systems, sewer lines, electrical equipment, communications lines, fire alarms and other systems.

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Utility Infrstr MP and Repairs	343,440	705,000	640,000	1,166,105
Full Time Equivalents Total	0.67	0.67	0.67	0.67

### **CEN - BC-SC-S03P04 - KeyArena CIP**

#N/A

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
KeyArena Improvements	324,902	-	-	-
<b>Total</b>	<b>324,902</b>	<b>-</b>	<b>-</b>	<b>-</b>

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### **CEN - BC-SC-S9403 - Monorail Rehabilitation**

The purpose of the Monorail Rehabilitation Budget Summary Level is to provide for the renovation and maintenance of the Seattle Center Monorail, including the two trains, the two stations, and the guideways that run in between.

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Monorail Rehabilitation	882,896	1,255,000	1,255,000	1,255,000
<b>Total</b>	<b>882,896</b>	<b>1,255,000</b>	<b>1,255,000</b>	<b>1,255,000</b>
Full-time Equivalents Total*	0.96	0.96	0.96	0.96

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## Seattle Center

### **CEN - BO-SC-60000 - Campus**

The purpose of the Campus Budget Summary Level is to manage and operate Seattle Center's Campus events, grounds and facilities.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Access	1,817,096	1,239,189	1,253,938	1,335,314
Campus Grounds	15,198,941	12,293,531	12,475,727	15,618,940
Commercial Events	2,574,055	1,933,677	1,960,324	2,085,328
Community Programs	3,701,893	2,535,648	2,448,706	2,606,770
Cultural Facilities	441,826	276,020	280,237	301,153
Festivals	1,508,857	1,289,702	1,308,758	1,396,872
<b>Total</b>	<b>25,242,668</b>	<b>19,567,767</b>	<b>19,727,690</b>	<b>23,344,376</b>
Full-time Equivalents Total*	130.03	178.88	177.88	179.88

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The following information summarizes the programs in Campus Budget Summary Level:

#### **Access**

The purpose of the Access Program is to provide the services needed to assist visitors in coming to and traveling from the campus, while reducing congestion in adjoining neighborhoods. Program services include operating parking services, maintaining parking garages, managing the Seattle Center Monorail, and encouraging use of alternate modes of transportation.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Access	1,817,096	1,239,189	1,253,938	1,335,314
Full Time Equivalents Total	9.71	9.71	9.71	9.71

#### **Campus Grounds**

The purpose of the Campus Grounds Program is to provide gathering spaces and open-air venues in the City's urban core. Program services include landscape maintenance, security patrols and lighting, litter and garbage removal, recycling operations, hard surface and site amenities maintenance, management of revenues associated with leasing spaces, and food service operations at the Armory.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Campus Grounds	15,198,941	12,293,531	12,475,727	15,618,940
Full Time Equivalents Total	82.15	124.00	124.00	126.00

# Seattle Center

## Commercial Events

The purpose of the Commercial Events Program is to provide the spaces and services needed to accommodate and produce a wide variety of commercial events, both for profit and not for profit, and sponsored and produced by private and community promoters.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Commercial Events	2,574,055	1,933,677	1,960,324	2,085,328
Full Time Equivalents Total	11.38	11.38	11.38	11.38

## Community Programs

The purpose of the Community Programs Program is to produce free and affordable programs that connect diverse cultures, create learning opportunities, honor community traditions, and nurture artistry, creativity, and engagement.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Community Programs	3,701,893	2,535,648	2,448,706	2,606,770
Full Time Equivalents Total	14.38	17.38	16.38	16.38

## Cultural Facilities

The purpose of the Cultural Facilities Program is to provide spaces for performing arts and cultural organizations to exhibit, perform, entertain, and create learning opportunities for diverse local, national, and international audience.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Cultural Facilities	441,826	276,020	280,237	301,153
Full Time Equivalents Total	3.38	3.38	3.38	3.38

## Festivals

The purpose of the Festivals Program is to provide a place for the community to hold major festival celebrations.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Festivals	1,508,857	1,289,702	1,308,758	1,396,872
Full Time Equivalents Total	9.03	13.03	13.03	13.03

## Seattle Center

### **CEN - BO-SC-65000 - McCaw Hall**

The purpose of the McCaw Hall Budget Summary Level is to operate and maintain McCaw Hall.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Debt Service	125,750	121,000	121,000	121,000
McCaw Hall	6,812,067	5,626,536	5,512,118	5,832,016
<b>Total</b>	<b>6,937,817</b>	<b>5,747,536</b>	<b>5,633,118</b>	<b>5,953,016</b>
Full-time Equivalents Total*	36.25	36.25	36.25	36.25

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in McCaw Hall Budget Summary Level:

#### **Debt Service**

The purpose of the Debt Program is to provide payments and collect associated revenues related to the debt service for McCaw Hall.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Debt Service	125,750	121,000	121,000	121,000

#### **McCaw Hall**

The purpose of the McCaw Hall Program is to operate and maintain McCaw Hall.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
McCaw Hall	6,812,067	5,626,536	5,512,118	5,832,016
Full Time Equivalents Total	36.25	36.25	36.25	36.25

### **CEN - BO-SC-66000 - KeyArena**

The purpose of the KeyArena Budget Summary Level is to manage and operate the KeyArena. Included in this category are all operations related to sports teams playing in the arena, along with concerts, family shows, and private meetings.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
KeyArena	9,401,653	-	-	-
<b>Total</b>	<b>9,401,653</b>	<b>-</b>	<b>-</b>	<b>-</b>
Full-time Equivalents Total*	67.85	5.00	5.00	0.50

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

# Seattle Center

## **CEN - BO-SC-69000 - Leadership and Administration**

The purpose of the Leadership & Administration Budget Summary Level is to provide executive, community, financial, human resource, technology and business support to the department.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
CIP Indirect Costs	491,097	-	-	-
Citywide Indirect Costs	1,659,353	3,448,375	3,107,395	3,294,891
Departmental Indirect Costs	5,260,448	6,249,808	6,162,222	5,222,077
Divisional Indirect	533,654	1,799,819	1,800,775	-
Divisional Indirect	-	-	-	1,858,396
Employee Benefits	1,695,461	4,562,799	4,799,331	4,891,528
Indirect Cost Recovery Offset	(9,490,013)	(5,654,340)	(5,880,822)	(5,880,822)
<b>Total</b>	<b>150,000</b>	<b>10,406,461</b>	<b>9,988,901</b>	<b>9,386,070</b>

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

*The following information summarizes the programs in Leadership and Administration Budget Summary Level:*

### **CIP Indirect Costs**

The purpose of the CIP Indirect Costs Program is to provide the management, oversight and support of Seattle Center's Capital Improvement Program.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
CIP Indirect Costs	491,097	-	-	-

### **Citywide Indirect Costs**

The purpose of the Citywide Indirect Costs program is to fund internal services costs originating from outside of the department such as allocated costs from the Department of Finance and Administrative Services and Seattle Information Technology Department

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Citywide Indirect Costs	1,659,353	3,448,375	3,107,395	3,294,891

### **Departmental Indirect Costs**

The purpose of the Departmental Indirect Costs program is to fund costs associated with management of the department. This includes financial, human resource, technology, and business support necessary to provide effective delivery of the Department's services.

## Seattle Center

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Departmental Indirect Costs	5,260,448	6,249,808	6,162,222	5,222,077

### Divisional Indirect

The purpose of the Divisional Indirect Costs Indirect program is to fund administrative costs generated by sub-departmental units, including the management and oversight of Seattle Center's maintenance operations which span multiple work units and budget programs.

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Divisional Indirect	533,654	1,799,819	1,800,775	1,858,396

### Employee Benefits

The purpose of the Employee Benefits program is to fund salary and benefit costs associated with city provided leave benefits such as holiday pay, sick time, vacation time, executive leave or other leave benefits, including termination payouts for vacation and sick leave, health and dental insurance, workers compensation, and unemployment insurance contributions.

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Employee Benefits	1,695,461	4,562,799	4,799,331	4,891,528

### Indirect Cost Recovery Offset

The purpose of the Indirect Cost Recovery program is to recover costs associated with indirect programs within Leadership and Administrative BSL from the department's direct cost programs.

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Indirect Cost Recovery Offset	(9,490,013)	(5,654,340)	(5,880,822)	(5,880,822)

# Seattle Public Library

Marcellus Turner, Executive Director and Chief Librarian

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<http://www.spl.org>

## Department Overview

The Seattle Public Library, founded in 1891, includes the Central Library, 26 neighborhood libraries, and a robust "virtual library" available on a 24/7 basis through the Library's website. The Central Library provides library services and programs for downtown residents and workers. It is also the hub for planning and developing system-wide programs and services and provides critical computer and Wi-Fi availability for people without internet access, in addition to many Seattle visitors. The 26 neighborhood libraries provide services and programs close to where people live, go to school and work, and serve as neighborhood anchors for lifelong learning, civic engagement, and economic vitality.

In 2018, The Seattle Public Library (SPL) hosted more than five million visitors and circulated almost 12 million items. Adult learning programs like English as a Second Language, Adult Education Tutoring, and Ready to Work programs helped over 11,000 people. More than 32,000 kids participated in last year's Summer of Learning and The Seattle Public Library hosted more than 1,100 homework help sessions.

The Library is governed by a five-member Board of Trustees, who are appointed by the Mayor and confirmed by the City Council. Board members are eligible to serve two five-year terms. The Revised Code of Washington (RCW 27.12.240) and the City Charter (Article XII, Section 5) grant the Board of Trustees "exclusive control of library expenditures for library purposes." The Library Board adopts an annual Operations Plan in December after the City Council approves the Library's budget appropriation.

## Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
General Funding – Operating	53,545,717	54,966,045	55,041,816	58,883,540
Other Funding - Operating	28,400,787	24,995,826	8,323,065	22,580,311
<b>Total Operations</b>	<b>81,946,504</b>	<b>79,961,871</b>	<b>62,786,881</b>	<b>81,463,851</b>
<b>Capital Support</b>				
Other Funding - Capital	6,272,377	3,221,000	578,000	4,768,000
<b>Total Capital</b>	<b>6,272,377</b>	<b>3,221,000</b>	<b>578,000</b>	<b>4,768,000</b>
<b>Total Appropriations</b>	<b>88,218,881</b>	<b>83,182,871</b>	<b>63,364,881</b>	<b>86,231,851</b>

# Seattle Public Library

## Budget Overview

With more than 5 million visits annually, the Seattle Public Library's (SPL) 27 locations are among the most heavily used public spaces in the city. In addition, the Library's virtual branch receives more than 12 million online visits annually. Seattle residents borrow nearly 12 million items a year and 300,000 attendees partake in more than 10,000 annual Library programs and events. Libraries are a critical part of the fabric of the City, helping close the opportunity gap and providing pathways for people to be successful in life through services to children, students and adults – and especially vulnerable groups such as new immigrants, people who are insecurely housed and those who cannot afford access to the internet at home.

In 2012, Seattle voters passed a seven-year, \$123 million Library levy with 63% approval. The levy restored core Library services that were cut during the Great Recession. The 2012 levy made four promises to voters: keep libraries open when patrons need them, provide a robust collection of books and materials, improve computer and online services, and maintain buildings for the next generation. The levy also allows the Library to access and leverage investments from other sources in response to changing patron needs.

As the Library prepared for the completion of the 2012 levy, it took stock of the cumulative impact of accomplishments over the life of the levy and engaged the community in how to better serve current and future patrons with a levy renewal. In 2018, the Library conducted a community survey to assess public satisfaction with Library programs and services and gauge interest in potential new service offerings. SPL also engaged the public through three Community Conversations about future library services. These efforts guided the development of the levy renewal package that included community priorities of increased access, better collections, investment in technology, services for high-needs communities, and safer, cleaner buildings.

The Mayor proposed and the City Council agreed to place a levy renewal measure on the August 2019 ballot. The measure passed with 76% approval from the voters. The 2020 Proposed Budget adds budget authority to reflect this recent passage. The budget also includes technical adjustments to reflect increases in salary, health care, and retirement costs.

### Library Levy

In August 2019, Seattle voters approved a seven-year, \$219 million "Libraries for All" levy to support, maintain, and expand core Library services. Each year, the Library Board of Trustees will allocate available levy funds through the annual Operations Plan and report to the Mayor and City Council on how levy proceeds were spent in the prior year.

The 2020 Proposed Budget includes budget authority for the first year of spending property tax revenues generated from the approved \$219 million levy. The proposed budget reflects the programs that were included in [Ordinance 125809](#).

The seven-year levy supports six priority areas:

- **Hours and Access - \$71.4 million (7-year total)** Seattle residents identified additional open hours as the number one community priority in the 2018 Library Programs and Services Assessment which gathered input from over 26,000 Seattle residents. To meet this demand, the levy adds about 6,600 open hours in 2020 and approximately 10,000 open hours per year for branches across the city in 2021 through 2026. The levy expands Sunday hours at all branches and adds one hour, Monday through Thursday, at all neighborhood branches. Additional morning and evening hours are added at High Point, International District/Chinatown and South Park branches and Friday hours are added at Delridge, Green Lake, New Holly, and Wallingford branches. The new hours provide more access to collections, technology, meeting spaces, instruction and assistance. This investment area also includes sustaining funding for two security officers and adding a community resource specialist for youth. New Sunday hours will be added early in 2020. Other new hours begin in June 2020. The 2020 Proposed Budget includes \$7.6 million in budget authority for this investment area.



# Seattle Public Library

- **Collections Improvements and Late Fine Elimination - \$58.4 million (7-year total)** To meet patron demand, the levy increases investments in e-books, e-audiobooks, and streaming and downloadable services for music, films, tv, digital comics, and magazines. The levy also continues investment in popular materials, sustains the Peak Picks “no holds, no-wait” collection, and continues funding support for the collection and digitization of local history materials. The 7-year levy includes \$45 million to sustain funding for baseline collections and increases investment in e-materials by \$5 million.

In addition to the investment in materials, the levy eliminates fines for overdue materials and uses levy resources as a revenue replacement for these funds. Approximately 10% of all accounts that have had a check-out within the last three years are blocked due to fines and fees and patrons are unable to borrow materials. Other library systems have found borrowers return materials at the same or higher rates after fines are eliminated. Overdue fines impact “low opportunity” neighborhoods more significantly because patrons who are unable to pay fines are blocked regardless of whether they return materials or not. Removing fines will increase access to library materials. Over a 7-year period, the levy includes \$8 million to replace lost fine revenue. The 2020 Proposed Budget includes \$5.8 million in baseline collection funding, \$633,000 for increased investments in e-materials and \$1 million to replace lost fine revenue for a total of \$7.4 million.

- **Technology and Access - \$29 Million (7-year total)** The Library plays an important role in providing digital access to patrons who lack internet access at home. A recent Library survey showed that 32% of Seattle residents rely on Library computers or Wi-Fi networks to access the internet and other digital resources. To meet this demand, and provide this important service to the community, the levy adds funding to replace high-speed internet access infrastructure and continues funding for the digital equity programs with levy funds replacing declining cable franchise fee revenues.

The levy also continues funding to upgrade and replace computers printers and copiers, upgrade enterprise equipment and replace or upgrade the Integrated Library System. The 2020 Proposed Budget includes \$3.2 million in budget authority for this investment area.

- **Maintenance - \$56 million (7-year total)** The Library operates seven Carnegie-era branches which are considered historic city, state, and national landmarks. These are Douglass-Truth, Columbia, Fremont, Green Lake, University, Queen Anne, and West Seattle. These branches are unreinforced masonry (URM) buildings, which means that the buildings are at increased risk during a seismic event. The levy includes funding for seismic retrofits for three of the Carnegie-era branches at highest risk of damage in an earthquake: Columbia, Green Lake, and University branches.

The levy also includes funding to support enhanced daily maintenance of library facilities and regular preventative maintenance. In addition, the levy continues funding for capital costs in the major maintenance program. The 2020 Proposed Budget includes \$3.7 million in budget authority for this investment area.

- **Play and Learn Programming - \$2 million (7-year total)** The levy expands funding for the Library’s early learning programs for children ages zero to five. In 2018, the Library held more than 180 Play and Learn group sessions attended by over 7,600 children and their caregivers and currently hosts five weekly play and learn groups at Broadview, Beacon Hill, Columbia, Lake City, and Rainier Beach branches using the Kaleidoscope Play and Learn model. These groups are led in English, Spanish or Mandarin and are facilitated by Library partners (Denise Louie Center, Chinese Information and Service Center, and Wonderland Development Center). This levy expands the program in up to six library branches with levy funds to support new group formation and facilitation. New play groups may be added at existing locations or other branches such as Delridge, High Point, Lake City, NewHolly, Northgate, and South Park. It is anticipated that most of these new play groups will be led by community partners in languages other than English. The 2020 Proposed Budget includes \$262,000 for this investment area.

## Seattle Public Library

- **Levy Administration and Library of the Future - \$2.2 million (7-year total)** Funding for levy administration is approximately 1% of the 2019 Library Levy. This includes funding for labor costs of monitoring and reporting on levy performance metrics. This investment area also includes one-time funding for a consultant study to guide planning for library services, staff development, and library operations over the next 10 years. The 2020 Proposed Budget includes \$486,000 in budget authority for this investment area.

# Seattle Public Library

## Incremental Budget Changes

### Seattle Public Library

	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>63,364,881</b>	-
<b>Baseline</b>		
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	3,092,279	-
2020 State Paid Family Medical Leave Increase Base Budget	52,534	-
Citywide Adjustments for Standard Cost Changes	696,911	-
<b>Proposed Operating</b>		
Eliminate Overdue Fines	-	-
Investing in e-Materials	633,000	-
Add Open Hours to Library Branches	673,000	-
Add Community Resource Specialist for Youth	146,000	-
Fund Two Security Personnel with Levy Resources	200,000	-
Replace Cable Franchise Fees with Levy Resources	23,500	-
Upgrade Enterprise Equipment	511,000	-
Expand Play and Learn Program	262,000	-
Library of the Future Study	200,000	-
Baseline funding for Hours and Access Levy Category	7,645,000	-
Baseline Funding for Collection Levy Category	5,758,000	-
Baseline Funding for Technology and Online Services	2,060,000	-
Baseline Funding for Maintenance Levy Category	1,638,000	-
Baseline Funding for Administration Levy Category	286,000	-
<b>Proposed Capital</b>		
Earthquake Retrofit of Carnegie Branches	500,000	-
Baseline Major Maintenance Funding from Levy	3,690,000	-
<b>Proposed Technical</b>		
Technical Adjustments	(5,092,514)	-
Declining Operating Revenues	(107,740)	-
<b>Total Incremental Changes</b>	<b>\$22,866,970</b>	-
<b>Total 2020 Proposed Budget</b>	<b>\$86,231,851</b>	-

# Seattle Public Library

## Description of Incremental Budget Changes

### Baseline

#### **2020 Coalition and Non-Rep Annual Wage Increase Base Budget**

Expenditures \$3,092,279

This centrally administered change adjusts appropriations to reflect the Annual Wage Increase, as outlined in the tentative agreement between the City and the Coalition of Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor.

#### **2020 State Paid Family Medical Leave Increase Base Budget**

Expenditures \$52,534

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the tentative agreement with the Coalition of Unions moves a portion of the cost responsibility to the employee in 2020, with the City paying the remainder. This item increases appropriations to account for the City's obligation for all employees.

#### **Citywide Adjustments for Standard Cost Changes**

Expenditures \$696,911

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including the Department of Finance & Administrative Services rates, Information Technology rates and Human Resources rates, health care, retirement and industrial insurance charges for the department. This adjustment also includes a transfer of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City's efforts to improve investigative processes and practices across the City departments. While the internal service rates are final for 2020, some of the other adjustments reflect initial assumptions about these costs and inflators early in the budget process.

### Proposed Operating

#### **Eliminate Overdue Fines**

Expenditures -

This is a revenue change to reflect the new policy to eliminate all overdue fines for Library materials. The 2019 Library Levy will fund operations previously supported by fine revenue. In 2019, the Library expects to collect about \$1.1 million in overdue fines. This revenue source has declined by 19% since 2013 as more patrons use digital formats, which are fine-free. Experience in other jurisdictions has shown that eliminating fines does not have a negative impact on returning library materials. All library branches see a similar number of late materials, but "low opportunity" neighborhoods have higher account balances leading to more blocked accounts and limiting access to library materials. Eliminating fines will remove this barrier to accessing Library materials. This change is reflected on the revenue side of the budget.

#### **Investing in e-Materials**

Expenditures \$633,000

This item adds budget authority to reflect the 2019 Library Levy resources for e-materials. Digital content, e-books, and streaming media are the fastest growing formats in the library collection. E-material circulation has increased from less than 10% of the total circulation in 2012 to 30% in 2018. E-books and e-audiobooks can cost 3-5 times more than physical books and the future cost model is uncertain. The levy funding will ensure that digital collections

## Seattle Public Library

can continue to grow, and meet patron demand. E-materials are also supported by the General Fund and the Seattle Public Library Foundation.

### **Add Open Hours to Library Branches**

Expenditures \$673,000

This item adds approximately 10,000 hours to all Library neighborhood branches per year over the life of the levy. This includes Friday hours at Delridge, Green Lake, NewHolly and Wallingford branches, additional morning and evening hours at High Point, International District/Chinatown and South Park branches, and one additional open hour Monday through Thursday at all neighborhood branches to support increased access to meeting rooms and other Library resources. In addition, all branches will be open on Sunday at noon.

### **Add Community Resource Specialist for Youth**

Expenditures \$146,000

The community resource specialist program is designed to expand and improve the Library's information and referral services for patrons who are in need of housing, shelter, health care or other community resources assistance. The levy adds resources to contract with community-based organization to expand the current community resource special program to include assistance services for at-risk youth. Services will be provided at the Central Library and branches which serve a high number of at-risk youth.

### **Fund Two Security Personnel with Levy Resources**

Expenditures \$200,000

This item shifts the funding for the two security personnel from General Fund resources in 2019 to 2019 Library Levy funding for the duration of the levy. In 2019, the Library was able to add 2.0 FTEs to its security team (1.0 FTE Security Officer and a 1.0 FTE Senior Lead Security Officer) with one-time General Fund resources. The levy continues funding for these positions which are critical to the safety and security of patrons and staff.

### **Replace Cable Franchise Fees with Levy Resources**

Expenditures \$23,500

This item shifts \$671,000 in annual funding for digital equity programs and services from cable franchise fees to the 2019 Library Levy. The Seattle Public Library's Digital Equity and Wi-Fi HotSpot Program serves Seattle residents through short-term checkout of Wi-Fi HotSpots by Library users as well as residents served at prioritized outreach locations. The program is supported by Cable Franchise Fee revenues which is a declining revenue source. The cable franchise fee revenues currently support a librarian and an outreach position. The librarian identifies prioritized populations for the Wi-Fi HotSpot program and provides digital training and support. The staff provides outreach support for hotspot distribution to prioritized populations. The levy is also replacing cable franchise fees which supported \$190,000 of computer hardware and software used by the public. The \$22,378 increase is due to inflation.

### **Upgrade Enterprise Equipment**

Expenditures \$511,000

The item reflects 2019 Library Levy funding to support regular upgrades and replacement of the hardware components of the Library's enterprise technology systems. These include upgrading the Wi-Fi infrastructure and replacing core and network switches at the Central Library and in branches.

In 2020, the Library will use levy funds to upgrade its Wi-Fi infrastructure. The Library continues to see an increase in Wi-Fi connections, surpassing over 5,000 connections per day. It is anticipated that Wi-Fi connections will increase

## Seattle Public Library

year over year with a wide-ranging group of users of all ages bringing in more personal devices from tablets to phones. To meet the mobile information needs of our patrons and residents, the Library will upgrade its aging Wi-Fi infrastructure at the Central Library and all 26 branches.

### **Expand Play and Learn Program**

Expenditures \$262,000

This item reflects 2019 Library Levy funding to expand Play and Learn programming by six groups per week at neighborhood branches and hire an early learning program manager for the seven-year levy period. In 2018, the Library held more than 180 Play and Learn group sessions attended by over 7,600 children and their caregivers. The Library currently hosts five weekly play and learn groups at Broadview, Beacon Hill, Columbia, Lake City, and Rainier Beach branches. These groups are led in English, Spanish or Mandarin and are facilitated by Library partners (Denise Louie Center, Chinese Information and Service Center, and Wonderland Development Center). The Library Foundation currently funds the Early Learning Manager who works with community partners to provide these sessions and also provides a small amount of money for books and other materials used by these groups. King County provides funding to the community partners who facilitate these groups through Best Starts for Kids and other resources.

### **Library of the Future Study**

Expenditures \$200,000

This item includes one-time 2019 Library Levy funding for a consultant study to help the Library position itself for the future. SPL will partner with library and information-industry leaders and private-sector entities to contract with future thinking organizations to develop a report on the future of libraries that will guide planning for library services, staff development and library operations over the next 10 years. This work will address the intersection of space and place, self-directed learning, education and skill-development, affordability, technology and communication.

### **Baseline funding for Hours and Access Levy Category**

Expenditures \$7,645,000

This item adds 2019 levy resources to continue funding levels for the "Hours and Access" levy category based on services levels in the 2012 levy. This includes funding to allow the Library to be open 52 weeks a year, provides resources for all branches to be open on Sundays, continues support for hours added in the 2012 Levy at Columbia, Northgate, University, International District, High Point and South Park branches. This funding also supports security and maintenance costs for additional hours as well as reference, technical and supervisory staff to support the longer operating hours.

### **Baseline Funding for Collection Levy Category**

Expenditures \$5,758,000

This item maintains the level of spending on collections and related services funded by the 2012 levy. This includes support for expanding the breadth and depth of the collection in all formats, adding more copies of popular materials, expanding online resources including e-books, e-audiobooks, databases, and streaming services and curating and digitizing the Library's collection of local materials.

### **Baseline Funding for Technology and Online Services**

Expenditures \$2,060,000

This item adds 2019 levy resources to continue technology and online services commitments based on the services levels established in the 2012 Library Levy. This includes labor costs for maintaining spl.org and other digital

## Seattle Public Library

presence, administrative support for the Information Technology division, and staff to support enhanced audio-visual equipment in public meeting rooms. This funding also supports print and copy contracts, baseline IT infrastructure, public and staff computers, and upgrades to meeting room audio-visual equipment.

### Baseline Funding for Maintenance Levy Category

Expenditures \$1,638,000

This item adds levy resources to support enhanced maintenance service levels established in the 2012 Levy. The funding maintains service levels that were established in the 2012 levy. This includes interior and exterior window washing, carpet and upholstery cleaning, high dusting and numerous other service agreements to keep the facilities clean and safe for staff and patrons. It also supports funding for 5.0 FTEs that are directly funded with levy resources in 2019.

### Baseline Funding for Administration Levy Category

Expenditures \$286,000

The 2019 Library Levy maintains the levy oversight services levels established in the 2012 levy. This includes labor costs for monitoring and reporting on levy performance metrics and commitments to the public.

## Proposed Capital

### Earthquake Retrofit of Carnegie Branches

Expenditures \$500,000

The 2019 Library Levy adds \$13.8 million of new levy resources over the next seven years to the Library's CIP to fund earthquake retrofits at three Carnegie libraries. The total costs of these projects is anticipated to be \$24.9 million. The City's Unreinforced Masonry Policy Committee recommended in 2016 that high-risk unreinforced masonry buildings be retrofitted in ten years or less. The Library has three branches at high risk for seismic damage: Green Lake, University District and Columbia branches. Construction would be staged over the seven year period with funding in the first year to cover the design costs at the Green Lake branch.

### Baseline Major Maintenance Funding from Levy

Expenditures \$3,690,000

This item adds \$3.7 million of levy resources in 2020 and \$29.1 million over the next seven years to the Library's CIP to fund the Library's major maintenance program. These resources will be combined with levy money set aside for earthquake retrofit upgrades to provide comprehensive major maintenance to the Green Lake, University and Columbia branches. Approximately \$7.9 million of the \$29.1 million of major maintenance funds over the life of levy will be allocated to these three branches. The remaining funds will go to ongoing major maintenance in other Library facilities.

## Proposed Technical

### Technical Adjustments

Expenditures \$(5,092,514)

This item includes technical adjustments to remove General Fund budget authority associated with the 2012 Library Levy. This item also makes adjustments for central rates.

### Declining Operating Revenues

Expenditures \$(107,740)

## **Seattle Public Library**

The Library is projecting decreased revenues in the amount of \$100,000 for 2020, which is driven by two components. First, as result of the increase in high-rise towers with dedicated parking structures near the Central Branch, parking garage revenue at the Central Library garage has fallen. Second, the Library is no longer accepting credit cards related to print and copy. The Library is participating in the city-wide study and eventual RFP related to city credit card acceptance. This work carries a go-live date of October 2021, which means Print and Copy revenues for the Library will be reduced through at least this period.



# Seattle Public Library

## Expenditure Overview

Appropriations	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>SPL - BC-PL-B3000 - Capital Improvements</b>				
15350 - Library Trust & Memorial Fund	807,226	-	-	-
18100 - 2012 Library Levy Fund	3,575,588	2,659,000	-	-
18200 - 2019 Library Levy Fund	-	-	-	4,190,000
30010 - REET I Capital Fund	1,889,562	562,000	578,000	578,000
<b>Total for BSL: BC-PL-B3000</b>	<b>6,272,377</b>	<b>3,221,000</b>	<b>578,000</b>	<b>4,768,000</b>
<b>SPL - BO-PL-B1ADM - Administrative/Support Service</b>				
10410 - Library Fund	8,312,680	9,026,542	8,901,645	9,491,835
15350 - Library Trust & Memorial Fund	309,108	-	-	-
18100 - 2012 Library Levy Fund	2,106,846	7,555,451	-	-
18200 - 2019 Library Levy Fund	-	-	-	2,525,000
<b>Total for BSL: BO-PL-B1ADM</b>	<b>10,728,634</b>	<b>16,581,993</b>	<b>8,901,645</b>	<b>12,016,835</b>
<b>SPL - BO-PL-B2CTL - Chief Librarian's Office</b>				
10410 - Library Fund	509,185	471,635	473,817	507,178
15350 - Library Trust & Memorial Fund	189,984	-	-	-
18100 - 2012 Library Levy Fund	8,387	8,150	-	-
18200 - 2019 Library Levy Fund	-	-	-	9,000
<b>Total for BSL: BO-PL-B2CTL</b>	<b>707,557</b>	<b>479,785</b>	<b>473,817</b>	<b>516,178</b>
<b>SPL - BO-PL-B4PUB - Library Program and Services</b>				
10410 - Library Fund	49,213,268	50,209,639	50,454,453	46,454,799
15350 - Library Trust & Memorial Fund	4,202,331	-	-	-
18100 - 2012 Library Levy Fund	8,518,067	9,120,340	-	-
18200 - 2019 Library Levy Fund	-	-	-	18,551,000
<b>Total for BSL: BO-PL-B4PUB</b>	<b>61,933,666</b>	<b>59,329,979</b>	<b>50,454,453</b>	<b>65,005,799</b>
<b>SPL - BO-PL-B5HRS - Human Resources</b>				
10410 - Library Fund	1,518,027	1,928,428	2,021,663	2,322,142
15350 - Library Trust & Memorial Fund	15,770	-	-	-
18100 - 2012 Library Levy Fund	21,267	21,281	-	-
18200 - 2019 Library Levy Fund	-	-	-	16,000
<b>Total for BSL: BO-PL-B5HRS</b>	<b>1,555,064</b>	<b>1,949,709</b>	<b>2,021,663</b>	<b>2,338,142</b>
<b>SPL - BO-PL-B7STR - Institutional &amp; Strategic Advancement</b>				
10410 - Library Fund	916,039	1,016,902	935,303	991,897
15350 - Library Trust & Memorial Fund	562,841	-	-	-
18100 - 2012 Library Levy Fund	714,744	603,503	-	-

## Seattle Public Library

18200 - 2019 Library Levy Fund	-	-	-	595,000
<b>Total for BSL: BO-PL-B7STR</b>	<b>2,193,623</b>	<b>1,620,405</b>	<b>935,303</b>	<b>1,586,897</b>
 <b>SPL - BO-PL-B9LA - Leadership and Administration</b>				
10410 - Library Fund	-	-	-	-
<b>Total for BSL: BO-PL-B9LA</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
 <b>SPL - BO-PL-LOFT - Levy Operating Fund Transfer</b>				
18100 - 2012 Library Levy Fund	4,827,960	-	-	-
<b>Total for BSL: BO-PL-LOFT</b>	<b>4,827,960</b>	<b>-</b>	<b>-</b>	<b>-</b>
 <b>Department Total</b>	 <b>88,218,881</b>	 <b>83,182,871</b>	 <b>63,364,881</b>	 <b>86,231,851</b>

*\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### Budget Summary by Fund Seattle Public Library

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
10410 - Library Fund	60,469,198	62,653,146	62,786,881	59,767,851
15350 - Library Trust & Memorial Fund	6,087,261	-	-	-
18100 - 2012 Library Levy Fund	19,772,860	19,967,725	-	-
18200 - 2019 Library Levy Fund	-	-	-	25,886,000
30010 - REET I Capital Fund	1,889,562	562,000	578,000	578,000
<b>Budget Totals for SPL</b>	<b>88,218,881</b>	<b>83,182,871</b>	<b>63,364,881</b>	<b>86,231,851</b>

# Seattle Public Library

## Revenue Overview

### 2020 Estimated Revenues

Account Code	Account Name	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
330020	Intergov-Revenues	4,853,962	4,998,349	26,050	26,050
333110	Ind Fed Grants	153,482	-	-	-
334010	State Grants	4,810	-	-	-
341050	Word Proc/Printing/Dupl Svcs	178,630	235,000	235,000	180,000
350130	Library Fines	1,298,516	1,242,000	1,200,000	187,000
360290	Parking Fees	326,248	350,000	350,000	300,000
360300	St Space Facilities Rentals	174,140	185,000	187,000	187,000
360340	Concession Proceeds	4,705	4,000	4,500	4,500
360350	Other Rents & Use Charges	92,400	-	-	-
360380	Sale Of Junk Or Salvage	-	-	-	5,000
360900	Miscellaneous Revs-Other Rev	17,624	2,000	2,500	2,500
397010	Operating Transfers In	54,187,717	55,611,045	55,689,316	58,883,540
<b>Total Revenues for: 10410 - Library Fund</b>		<b>61,292,234</b>	<b>62,627,394</b>	<b>57,694,366</b>	<b>59,775,590</b>
400000	Use of/Contribution to Fund Balance	(823,036)	25,752	5,092,515	(7,739)
<b>Total Resources for:10410 - Library Fund</b>		<b>60,469,198</b>	<b>62,653,146</b>	<b>62,786,881</b>	<b>59,767,851</b>
311010	Real & Personal Property Taxes	17,978,827	18,694,907	-	-
<b>Total Revenues for: 18100 - 2012 Library Levy Fund</b>		<b>17,978,827</b>	<b>18,694,907</b>	-	-
400000	Use of/Contribution to Fund Balance	1,794,033	1,272,818	-	-
<b>Total Resources for:18100 - 2012 Library Levy Fund</b>		<b>19,772,860</b>	<b>19,967,725</b>	-	-
311010	Real & Personal Property Taxes	-	-	-	30,455,000
<b>Total Revenues for: 18200 - 2019 Library Levy Fund</b>		-	-	-	<b>30,455,000</b>
400000	Use of/Contribution to Fund Balance	-	-	-	(4,569,000)
<b>Total Resources for:18200 - 2019 Library Levy Fund</b>		-	-	-	<b>25,886,000</b>
<b>Total SPL Resources</b>		<b>80,242,058</b>	<b>82,620,871</b>	<b>62,786,881</b>	<b>85,653,851</b>

# Seattle Public Library

## Appropriations by Budget Summary Level and Program

### SPL - BC-PL-B3000 - Capital Improvements

The purpose of The Seattle Public Library Major Maintenance Budget Summary Level is to provide major maintenance to Library facilities, which include the Central Library and all branch libraries, to help ensure building integrity and improve functionality for patrons and staff.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Capital Improvements	6,272,377	3,221,000	578,000	4,768,000
<b>Total</b>	<b>6,272,377</b>	<b>3,221,000</b>	<b>578,000</b>	<b>4,768,000</b>

### SPL - BO-PL-B1ADM - Administrative/Support Service

The purpose of the Administrative Services Program is to support the delivery of library services to the public.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Administrative Services	695,602	16,581,993	8,901,645	10,273,835
Business Office	1,146,656	-	-	-
Event Services	496,942	-	-	-
FAC Services	8,389,435	-	-	1,743,000
<b>Total</b>	<b>10,728,634</b>	<b>16,581,993</b>	<b>8,901,645</b>	<b>12,016,835</b>

The following information summarizes the programs in Administrative/Support Service Budget Summary Level:

#### **Administrative Services**

The purpose of the Administrative Services Program is to support the delivery of library services to the public.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Administrative Services	695,602	16,581,993	8,901,645	10,273,835

#### **Business Office**

The purpose of the Business Office Program is to support the delivery of administrative services.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Business Office	1,146,656	-	-	-

# Seattle Public Library

## Event Services

The purpose of the Events Services Program is to support Library-hosted as well as private events and programs in order to make Library facilities and meeting rooms more available to the public.

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Event Services	496,942	-	-	-

## FAC Services

The purpose of the FAC Services Program is to maintain and secure the Library's buildings and grounds so that library services are delivered in safe, secure, clean, well-functioning and comfortable environments.

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
FAC Services	8,389,435	-	-	1,743,000

### **SPL - BO-PL-B2CTL - Chief Librarian's Office**

The purpose of the Chief Librarian's Office is to provide leadership for the Library in implementing the policies and strategic direction set by the Library Board of Trustees, and in securing the necessary financial resources to operate the Library in an effective and efficient manner. The Chief Librarian's Office serves as the primary link between the community and the Library, and integrates community needs and expectations with Library resources and policies.

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Chief Librarian's Office	707,557	479,785	473,817	516,178
<b>Total</b>	<b>707,557</b>	<b>479,785</b>	<b>473,817</b>	<b>516,178</b>

### **SPL - BO-PL-B4PUB - Library Program and Services**

The purpose of the Library Programs and Services Division is to provide services, materials, and programs that benefit and are valued by Library patrons. Library Programs and Services provides technical and collection services and materials delivery systems to make Library resources and materials accessible to all patrons.

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Collections and Access	18,098,062	1,029	-	6,530,000
Information Technology	5,926,577	-	-	1,980,000
Public Services	37,909,027	59,328,950	50,454,453	56,495,799
<b>Total</b>	<b>61,933,666</b>	<b>59,329,979</b>	<b>50,454,453</b>	<b>65,005,799</b>

# Seattle Public Library

The following information summarizes the programs in Library Program and Services Budget Summary Level:

## Collections and Access

The purpose of the Collection and Access Services Program is to make library books, materials, databases, downloadable materials, and the library catalog available to patrons and to provide a delivery system that makes Library materials locally available.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Collections and Access	18,098,062	1,029	-	6,530,000

## Information Technology

The purpose of the Information Technology Program is to provide public and staff technology, data processing infrastructure and services.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Information Technology	5,926,577	-	-	1,980,000

## Public Services

The purpose of the Library Programs and Services Program is to administer public services, programs, and collection development and access.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Public Services	37,909,027	59,328,950	50,454,453	56,495,799

## **SPL - BO-PL-B5HRS - Human Resources**

The purpose of Human Resources is to provide responsive and equitable services, including human resources policy development, recruitment, classification and compensation, payroll, labor and employee relations, volunteer services, and staff training services so that the Library maintains a productive and well-supported work force.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Human Resources	1,555,064	1,949,709	2,021,663	2,338,142
<b>Total</b>	<b>1,555,064</b>	<b>1,949,709</b>	<b>2,021,663</b>	<b>2,338,142</b>

## Seattle Public Library

### **SPL - BO-PL-B7STR - Institutional & Strategic Advancement**

The purpose of the Institutional and Strategic Advancement division is to provide planning and support functions, including strategic analysis, government relations, community partnerships and external and internal communication, to help the City Librarian shape the strategic direction, work and culture of the Library in pursuit of its mission. The division ensures that the public is informed about services and programs offered by the Library.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Institutional & Strategic Adva	2,193,623	1,620,405	935,303	1,586,897
<b>Total</b>	<b>2,193,623</b>	<b>1,620,405</b>	<b>935,303</b>	<b>1,586,897</b>

### **SPL - BO-PL-LOFT - Levy Operating Fund Transfer**

From 2013 through 2019, the 2012 Library Levy provided an operating transfer to the Library Fund. These resources helped preserve core Library services that would have otherwise been reduced in response to the Great Recession.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Levy Operating Fund Transfer	4,827,960	-	-	-
<b>Total</b>	<b>4,827,960</b>	<b>-</b>	<b>-</b>	<b>-</b>





# Department of Education and Early Learning

Dwane Chappelle, Director

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## Department Overview

The mission of the Department of Education and Early Learning (DEEL) is to transform the lives of Seattle's children, youth, and families through strategic investments in education. DEEL achieves this goal by investing in high-quality early learning services and programs that help children succeed in school, increasing capacity for such programs in underserved communities and strengthening school-community connections.

DEEL is responsible for weaving together early learning programs in the City to provide families with the opportunity to prepare their children to enter school ready to succeed. By braiding and blending resources from the previous Families and Education and the Seattle Preschool Program Levies; the new Families, Education, Preschool, and Promise (FEPP) Levy; the state Early Childhood Education and Assistance Program; the Sweetened Beverage Tax (SBT); and the City's General Fund, the department seeks to ensure families in the city have access to high quality early learning.

DEEL builds linkages between the City of Seattle, the Seattle Public School District, and other organizations to ensure successful levy implementation. Levy investments are made in programs that improve academic achievement and helps students graduate ready for the postsecondary path of their choice. To that end, each program undergoes ongoing program evaluation to ensure it delivers on specific targeted outcomes intended to improve academic achievement. The department provides annual reports detailing program targets and results to policy makers and the community.

DEEL serves as the liaison between the City and the higher education community on education issues of joint concern. The department builds partnerships with, and facilitates collaboration between, local higher education representatives to increase academic, economic and social advancement. DEEL aligns City investments with institutions' priorities, initiatives and goals to increase student success and higher levels of educational attainment. Part of this work includes implementation of the Seattle Promise College Tuition Program. The Seattle Promise provides two years of free college for Seattle public high school graduates, removing financial barriers to higher education facing many Seattle public school students. Seattle Promise students have the opportunity to obtain up to 90 credits of instruction towards a degree, credential, certificate or pre-apprenticeship program. In Fall 2019, Seattle Promise expanded to all 17 Seattle Public High Schools.

## Department of Education and Early Learning

### Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
General Fund Support	14,155,836	18,225,599	18,072,852	13,456,536
Other Funding - Operating	53,799,498	85,478,031	81,072,335	91,805,442
<b>Total Operations</b>	<b>67,955,334</b>	<b>103,703,630</b>	<b>99,145,187</b>	<b>105,261,978</b>
<b>Total Appropriations</b>	<b>67,955,334</b>	<b>103,703,630</b>	<b>99,145,187</b>	<b>105,261,978</b>

Full-Time Equivalents Total*	75.00	98.00	98.00	110.50
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\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

### Budget Overview

DEEL implements its mission with funding from the Families, Education, Preschool and Promise Levy (FEPP); the City's General Fund, Sweetened Beverage Tax revenues, state and private grants, and partnerships with other City departments.

#### Child Care Subsidy Program Expansion

The 2020 Proposed Budget includes Sweetened Beverage Tax (SBT) funding to expand the Child Care Assistance Program (CCAP). CCAP provides financial assistance to low and moderate-income families to pay for child care. The subsidies are based on a sliding scale and the program is designed to support families who make too much money to qualify for the State's Working Connections Child Care program which only supports families up to 200% of the Federal Poverty Level (FPL). DEEL currently contracts with approximately 180 Seattle licensed child care providers. In 2018, 648 vouchers were issued to 491 families. More than 80% of the families that received child care vouchers identified as families of color.

As of September 1, 2019, the sliding scale for the voucher subsidies increased from 300% Federal Poverty Level (FPL) to 350% FPL or approximately \$90,000 for a family of four. The 2020 Proposed Budget continues funding for this expansion, reflects increases in costs for providers, and provides funding for increasing enrollment at lower income levels. DEEL conducts an annual market rate study and the voucher rates are adjusted to reflect the increased costs of child care. The 2020 Proposed Budget also includes additional funding and supports for child care providers who participate in the CCAP program.

#### Families, Education, Preschool and Promise Levy

In November 2018, Seattle voters approved the seven-year \$631 million FEPP Levy. The FEPP Levy replaced the 2012 Families and Education Levy and the 2014 Seattle Preschool Program Levy. The FEPP levy ordinance, Ordinance 125604, directed DEEL to develop an Implementation and Evaluation Plan. DEEL utilized a variety of methods to engage stakeholders across the preschool to post-secondary continuum to inform the development of the plan. After an extensive outreach and engagement process, the City Council adopted the final plan in April 2019 through Ordinance 125807. The 2020 Proposed Budget includes adjustments to positions to better reflect how the levy will be implemented. These adjustments include re-classifications of existing positions and adding new positions for levy implementation.

## Department of Education and Early Learning

The FEPP levy focuses on the core connections of investments across a continuum of ages and needs. The objectives of the FEPP levy include the following:

- increase the number of children in quality preschool;
- maintain support for K-12 and community investments, including school-based health services and supports for students most in need; and
- expand access to college for Seattle public school graduates through support for the Seattle Promise Program.

This continuum of investments is comprised of four building blocks:

1. **Preschool and Early Learning** The Preschool and Early Learning investments are allocated across seven strategies, evaluation, and DEEL administration. The seven strategies include preschool services and tuition; quality teaching; comprehensive support; organizational and facility development; Seattle Preschool Program child care subsidies; the Homeless Child Care program; and Family Child Care Mentorship and Quality Supports. Key metrics for the 2019-2020 school year include the following:
  - 1,916 children in levy-funded preschool slots in 106 classrooms for the 2019-2020 school year
  - 42 child care subsidies for levy-funded children
  - 1,916 health assessments and consultations for preschool children
  - home visitations for 450 families annually
  - professional development for 400 early learning educators
2. **K-12 School and Community-Based Investments** K-12 School and Community investments are designed to close opportunity gaps and ensure students graduate from high school college career ready and prepared for the post-secondary pathway of their choice. Four strategies are funded in this area:
  - **School-Based:** These investments offer intensive support to a limited number of schools. Services will include extended in-school and expanded learning opportunities, academic support and social emotional skill development, college readiness programming, and career exploration experiences.
  - **Opportunity & Access:** These investments will support school and community partnerships, increase access to expanded learning opportunities, promote 21st century skill building and college and career awareness, prevent or limit academic loss during school breaks, and support school and community partnerships by investing in community-based organizations and schools not receiving School-Based awards.
  - **Wraparound Services:** These investments support students by providing family support services and wraparound care, reducing and preventing non-academic barriers to student learning, supporting youth experiencing homelessness, and providing services to support extended day programming.
  - **Culturally Specific and Responsive:** These investments foster equitable learning opportunities, diversify the educator workforce, create positive connections between peers and adults, and offer programming reflective of racial and cultural diversity within the community.

Key metrics for the 2019-2020 school year in the K-12 School and Community-Based Investment area include the following:

- extended learning time and out-of-school time at 21 elementary schools, 16 middle schools, and five high schools;
- social, emotional, and behavioral support, college and career planning at four middle schools, case management for college and career planning for up to 600 students;
- summer learning for up to 1,300 students;
- out-of-school time transportation and sports at 16 middle schools;
- extended learning time & social, emotional, and behavioral support for ninth graders at five schools;
- college and career planning at five schools; and

## Department of Education and Early Learning

- case management for college and career planning for up to 400 students at five high schools.

### 3. K-12 School Health

This investment area funds school-based health centers, oral health and mental health training for providers. The FEPP Levy adds funding for three more school-based health centers plus partial funding for a fourth school-based health center. Key metrics and outputs for the 2019-2020 school year include the following:

- school-based health centers (SBHCs) and nursing services at five middle schools and 10 high schools;
- SBHC, nursing, and family engagement services at the Seattle World School;
- SBHC services for students at the Interagency Academy;
- health care, mental health interventions and community referrals for elementary school students at eight sites;
- a quality control system for mental health providers;
- oral health services for 10 schools; and planning work for a SBHC at Nova High School.

### 4. Seattle Promise

The Seattle Promise program provides college and career readiness supports at the high school level, and tuition assistance and program persistence and advising supports at the three Seattle Colleges for students who graduate from a public Seattle high school. Seattle Promise expanded from three high schools to six schools in 2018. In Fall 2019, the Promise program will expand to all 17 Seattle Public high schools. Key metrics for the program for the 2019-2020 school year include the following:

- 900 12th grade students participating in Seattle Promise;
- 300 college students will receive program and advising supports;
- 140 students will receive tuition assistance; and
- 100 students will receive Equity Scholarship support.

## Department of Education and Early Learning

### Incremental Budget Changes

#### Department of Education and Early Learning

	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>99,145,187</b>	<b>98.00</b>
<b>Baseline</b>		
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	833,961	-
2020 State Paid Family Medical Leave Increase Base Budget	9,384	-
Citywide Adjustments for Standard Cost Changes	153,277	-
<b>Proposed Operating</b>		
Child Care Assistance Program Expansion	3,000,000	5.50
Enhance Data Analysis in Early Learning Operations	-	1.00
Enhance Outreach and Marketing Capacity	-	1.00
Increase Early Learning Administrative Capacity	-	1.00
Early Learning Reorganization	-	-
Leadership & Administration Reclassifications	-	-
Transfer Upward Bound from HSD to DEEL	628,398	4.00
<b>Proposed Technical</b>		
Add SPP Tuition Revenues and Expenses	2,000,000	-
Early Learning FEPP Personnel Technical Adjustments	(1,241)	-
Early Learning General Fund Personnel Technical Adjustments	(9,366)	-
Leadership & Administration Technical Adjustments	(298,518)	-
Technical Balancing Adjustment	(199,104)	-
Transfer Sweetened Beverage Tax Baseline Budget to New Fund	-	-
<b>Total Incremental Changes</b>	<b>\$6,116,791</b>	<b>12.50</b>
<b>Total 2020 Proposed Budget</b>	<b>\$105,261,978</b>	<b>110.50</b>

### Description of Incremental Budget Changes

#### Baseline

#### 2020 Coalition and Non-Rep Annual Wage Increase Base Budget

Expenditures \$833,961

This centrally administered change adjusts appropriations to reflect the Annual Wage Increase, as outlined in the tentative agreement between the City and the Coalition of Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor.

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### 2020 State Paid Family Medical Leave Increase Base Budget

Expenditures \$9,384

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the tentative agreement with the Coalition of Unions moves a portion of the cost responsibility to the employee in 2020, with the City paying the remainder. This item increases appropriations to account for the City's obligation for all employees.

### Citywide Adjustments for Standard Cost Changes

Expenditures \$153,277

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including the Department of Finance & Administrative Services rates, Information Technology rates and Human Resources rates, health care, retirement and industrial insurance charges for the department. This adjustment also includes a transfer of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City's efforts to improve investigative processes and practices across the City departments. While the internal service rates are final for 2020, some of the other adjustments reflect initial assumptions about these costs and inflators early in the budget process.

### Proposed Operating

#### Child Care Assistance Program Expansion

Expenditures \$3,000,000

Position Allocation 5.50

The 2020 Proposed Budget includes funding to continue the expansion of the Child Care Assistance Program (CCAP) including increasing income eligibility from 300% to 350% of the Federal Poverty Level (FPL), fund enrollment increases, reflect the increasing cost of child care, support providers who participate in the program and enhance staffing capacity. The base budget for the CCAP program is \$3.1 million. The 2020 Proposed Budget almost doubles the funding for the program, and as a result, an additional 500-700 families will receive voucher subsidies.

In 2018, DEEL contracted with a consultant to do a comprehensive study of the CCAP program. Among other things, the consultant recommended that the income eligibility for the program be expanded to 350% to match increases in median income and cost of living in the city. As of September 1, 2019, DEEL increased the eligibility level for the program from 300% FPL to 350% FPL, or approximately \$90,000 for a family of four. DEEL also increased the subsidy rate from 10% to 25% for families at the higher levels of the sliding scale to make child care more affordable for families.

The 2020 Proposed Budget also includes funding to pay for provider rate increases based on the cost of child care. DEEL does an annual provider rate study, and makes adjustments to subsidies based on this information. In 2019, there was an 8.5% increase in rates based on this study. DEEL anticipates another rate increase in 2020.

In addition to the rate increases, as DEEL has done more outreach to eligible families, enrollment in the program has grown. Enrollment counts in 2019 are almost 30% higher than 2018. DEEL expects this enrollment trend to continue in 2020, and the 2020 Proposed Budget includes funding to support the increased enrollment.

However, for the program expansion to continue, there needs to be enough providers in the program for families to have access to child care. To help support increased participation by providers, the 2020 Proposed Budget includes funding to provide direct financial assistance to encourage providers to meet the eligibility requirements for program participation.

The 2020 Proposed Budget also adds six positions to DEEL to support the program expansion. These positions include intake representatives, education specialists, a grants and contracts position, and accounting support. The

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staff will provide coaching and support to providers, assist families with enrollment, and perform accounting work to support the program.

### Enhance Data Analysis in Early Learning Operations

Expenditures	-
Position Allocation	1.00

This item adds a levy-funded Strategic Advisor 1, Exempt position to the Early Learning Operations team to manage the child enrollment and provider management system (CHIPS). The Early Learning Data Analyst position will be dedicated to early learning work, but will be embedded in DEEL's Performance and Evaluation team to maximize alignment of work flow. This position's primary responsibilities will be to:

- serve as a liaison between Early Learning and the Seattle Information Technology Department (IT) supporting CHIPS;
- work with providers and DEEL staff to offer technical assistance in the functioning of CHIPS;
- ensure the accuracy of data entry which is critical for performance management and provider payments;
- manage reporting evaluation and schedules; and,
- serve as a liaison with external evaluators working on Early Learning assessments.

The position adds are budget neutral as funding was shifted from professional services and other accounts to personnel services. This item includes adjustment for wage increases, and there is an offsetting adjustment in the technical change requests.

### Enhance Outreach and Marketing Capacity

Expenditures	-
Position Allocation	1.00

This item adds a Public Relations Specialist, Sr to support DEEL's community-facing programs, including the Seattle Preschool Program and Seattle Promise. With the addition of the Seattle Promise and the continued expansion of the Seattle Preschool Program (SPP) in 2019 and beyond, the need for a position dedicated to graphic design, marketing, and media development has become apparent. This position will assist with outreach events related to FEPP Levy services and programs, with a specific emphasis on Promise and SPP, to ensure that the department is successful in achieving its enrollment and participation goals in both areas.

The position adds are budget neutral as funding was shifted from professional services and other accounts to personnel services. This item includes adjustment for wage increases, and there is an offsetting adjustment in the technical change requests.

### Increase Early Learning Administrative Capacity

Expenditures	-
Position Allocation	1.00

This item adds a levy-funded administrative position (Admin Spec II) to support the Early Learning Division in the areas of purchasing and invoice processing, data entry, and management of preschool-related equipment. The Early Learning Division conducts a high volume of purchasing and planning of events that require labor-intensive invoice processing. A position dedicated to this role will help ensure timely and accurate payment processing. In addition, this position will be responsible for entering all professional development data from preschool trainings into MERIT, the Washington State data collection system, to ensure that teachers receive credit for all sessions.

There is a current backlog of invoices, credential data entry, and equipment management which has led to delays in getting both teachers and providers paid in a timely manner. Timely invoice processing is critical for DEEL in order to

## Department of Education and Early Learning

maintain a close-to-perfect prompt pay record. Additionally, teacher credential data entry is a key step for processing payments to providers and agencies for their teacher enhancement pay. Delays in entering and processing teacher credential data entry also impact the rate at which providers and agencies are paid.

The position adds are budget neutral as funding was shifted from professional services and other accounts to personnel services. This item includes adjustment for wage increases, and there is an offsetting adjustment in the technical change requests.

### Early Learning Reorganization

Expenditures	-
Position Allocation	-

This is a budget neutral change which reflects the reclassification of nine levy-funded positions added to the Early Learning Division budget in 2019. At the time the 2019 Adopted and 2020 Endorsed Budget was developed, DEEL was concurrently working on the FEPP Levy Implementation and Evaluation Plan. As a result of that work, and finalizing the plan, DEEL has better information on the types of positions needed for levy implementation and the scopes of work for the levy positions.

The reclassifications include the following:

- 1.0 FTE Early Education Specialist reclassified to Strategic Advisor 1, Exempt (Operations Unit)
- 1.0 FTE Early Education Specialist reclassified to Manager 1, Exempt (Operations Unit)
- 3.0 FTE Early Education Specialists reclassified to Early Education Specialist Sr. (Operations Unit)
- 1.0 FTE Human Services Coordinator (HSC) to HSC Supervisor (Operations Unit)
- 1.0 FTE Program Intake Representative (PIR) to PIR Senior (Operations Unit)
- 2.0 FTE Early Education Specialist Sr. reclassified to Manager 1, Exempt (Quality Practice & Professional Development Unit)

The reclassification of nine positions to either a higher or supervisory level would result in several outcomes:

- 1) a more balanced ratio of managers to direct reports;
- 2) more skill diversity and level of responsibility; and
- 3) specialization in key FEPP levy priority areas.

### Leadership & Administration Reclassifications

Position Allocation	-
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This is a budget neutral change to reflect two position reclassifications in Leadership & Administration. The reclassifications include a Financial Analyst, Sr. shifting to a Strategic Advisor 1 and an Accounting Tech II shifting to an Accounting Tech III. These reclassifications align the accounting positions in DEEL with the level needed to perform critical job functions.

### Transfer Upward Bound from HSD to DEEL

Expenditures	\$628,398
Revenues	\$464,431
Position Allocation	4.00

This item transfers funding and positions for the Upward Bound program from the Human Services Department (HSD) to the Department of Education and Early Learning (DEEL). The program is funded with a U.S. Department of Education grant of \$460,000 and the General Fund. The Upward Bound program prepares underserved high school students for higher education by promoting academic achievement, goal setting, and career exploration. The program's goal is to give students the knowledge, skills and motivation necessary to earn a two- or four-year college



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or technical degree after high school. Each year, more than 100 students from three Seattle public high schools participate in Upward Bound.

The transfer to DEEL is occurring to improve mission alignment with the goals of the Families, Education, Preschool and Promise (FEPP) Levy which include pre-college and job readiness for Seattle students. Moving the program to DEEL also allows for efficiencies, and programmatic synergies which will improve access to Seattle Public Schools and Seattle Colleges, provide access to data and evaluation support, and provide direct access for Upward Bound students and families to the Seattle Promise program's services and supports. There is a corresponding adjustment in the HSD section of the budget.

## Proposed Technical

### **Add SPP Tuition Revenues and Expenses**

Expenditures	\$2,000,000
Revenues	\$2,000,000

This is a budget neutral change to add revenue and expenditure authority for the Seattle Preschool Program tuition collection. At the time the 2019-2020 budget was prepared, the working assumption was that DEEL would rely on a voucher model and no longer collect tuition from families. During the FEPP planning process, and based on feedback from providers and families, this assumption was changed in favor of continuing to have DEEL collect tuition from families who are able to pay part of the tuition costs.

### **Early Learning FEPP Personnel Technical Adjustments**

Expenditures	\$(1,241)
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This item makes corrections to the 2020 baseline salary and benefits for FEPP-funded early learning positions, as well as moves some non-personnel budget lines to new activities. During the baseline phase, insufficient funds were allocated to FEPP-funded salaries and benefits in the Early Learning division.

### **Early Learning General Fund Personnel Technical Adjustments**

Expenditures	\$(9,366)
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This BIP funds makes corrections to the 2020 baseline salary and benefits for General Fund-funded early learning positions, including Sweetened Beverage Tax (SBT) and DEEL's state grant (ECEAP), as well as moves non-personnel budget from/to more appropriate activity codes.

### **Leadership & Administration Technical Adjustments**

Expenditures	\$(298,518)
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This technical adjustment shifts funding between accounts to offset increases in DEEL's central rates and other adjustments administered centrally that impacted personnel-related accounts.

### **Technical Balancing Adjustment**

Expenditures	\$(199,104)
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This item includes technical adjustments to offset the annual wage increases and state paid family medical leave increases to the FEPP levy budget. This item also includes adjustments to reflect increases in the Early Childhood Education and Assistance Program (ECEAP) grant.

## Department of Education and Early Learning

### Transfer Sweetened Beverage Tax Baseline Budget to New Fund

Expenditures -

This technical change reflects the requirements of Ordinance 125886, and transfers the baseline department budget for Sweetened Beverage Tax activity from the General Fund (00100) to the Sweetened Beverage Tax Fund (00155). These changes are net-zero in total.

## Department of Education and Early Learning

### Expenditure Overview

Appropriations	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>DEEL - BO-EE-IL100 - Early Learning</b>				
00100 - General Fund	11,431,378	14,482,256	15,109,986	11,881,801
00155 - Sweetened Beverage Tax Fund	-	-	-	6,802,383
17857 - 2011 Families and Education Levy	7,231,073	7,310,928	-	-
17861 - Seattle Preschool Levy Fund	16,112,091	15,876,007	-	-
17871 - Families Education Preschool Promise Levy	-	18,654,702	38,408,911	40,408,911
<b>Total for BSL: BO-EE-IL100</b>	<b>34,774,543</b>	<b>56,323,893</b>	<b>53,518,897</b>	<b>59,093,095</b>
<b>DEEL - BO-EE-IL200 - K-12 Programs</b>				
00100 - General Fund	1,085,835	135,000	135,000	763,387
17857 - 2011 Families and Education Levy	26,712,242	19,625,708	-	-
17871 - Families Education Preschool Promise Levy	-	17,058,688	32,656,757	32,602,662
<b>Total for BSL: BO-EE-IL200</b>	<b>27,798,077</b>	<b>36,819,396</b>	<b>32,791,757</b>	<b>33,366,049</b>
<b>DEEL - BO-EE-IL300 - Post-Secondary Programs</b>				
00100 - General Fund	1,092,271	2,167,582	1,450,533	-
00155 - Sweetened Beverage Tax Fund	-	-	-	1,450,533
17871 - Families Education Preschool Promise Levy	-	1,926,288	4,410,978	4,410,707
<b>Total for BSL: BO-EE-IL300</b>	<b>1,092,271</b>	<b>4,093,870</b>	<b>5,861,511</b>	<b>5,861,240</b>
<b>DEEL - BO-EE-IL700 - Leadership and Administration</b>				
00100 - General Fund	546,353	1,440,761	1,377,333	811,348
00155 - Sweetened Beverage Tax Fund	-	-	-	511,877
17857 - 2011 Families and Education Levy	2,630,489	1,526,967	-	-
17861 - Seattle Preschool Levy Fund	1,113,602	637,322	-	-
17871 - Families Education Preschool Promise Levy	-	2,861,421	5,595,689	5,618,369
<b>Total for BSL: BO-EE-IL700</b>	<b>4,290,444</b>	<b>6,466,472</b>	<b>6,973,022</b>	<b>6,941,594</b>
<b>Department Total</b>	<b>67,955,334</b>	<b>103,703,630</b>	<b>99,145,187</b>	<b>105,261,978</b>
<b>Department Full-Time Equivalents Total*</b>	<b>75.00</b>	<b>98.00</b>	<b>98.00</b>	<b>110.50</b>

*\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

## Department of Education and Early Learning

### Budget Summary by Fund Department of Education and Early Learning

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
00100 - General Fund	14,155,836	18,225,599	18,072,852	13,456,536
00155 - Sweetened Beverage Tax Fund	-	-	-	8,764,793
17857 - 2011 Families and Education Levy	36,573,805	28,463,603	-	-
17861 - Seattle Preschool Levy Fund	17,225,693	16,513,329	-	-
17871 - Families Education Preschool Promise Levy	-	40,501,099	81,072,335	83,040,649
<b>Budget Totals for DEEL</b>	<b>67,955,334</b>	<b>103,703,630</b>	<b>99,145,187</b>	<b>105,261,978</b>

## Department of Education and Early Learning

### Revenue Overview

#### 2020 Estimated Revenues

Account Code	Account Name	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
330020	Intergov-Revenues	-	-	-	464,431
334010	State Grants	4,060,476	3,919,371	3,919,371	4,450,021
<b>Total Revenues for: 00100 - General Fund</b>		<b>4,060,476</b>	<b>3,919,371</b>	<b>3,919,371</b>	<b>4,914,452</b>
311010	Real & Personal Property Taxes	33,899,640	508,897	-	-
360010	Investment Interest	-	77,213	-	-
<b>Total Revenues for: 17857 - 2011 Families and Education Levy</b>		<b>33,899,640</b>	<b>586,110</b>	<b>-</b>	<b>-</b>
400000	Use of/Contribution to Fund Balance	2,674,165	27,877,493	-	-
<b>Total Resources for:17857 - 2011 Families and Education Levy</b>		<b>36,573,805</b>	<b>28,463,603</b>	<b>-</b>	<b>-</b>
311010	Real & Personal Property Taxes	14,489,990	325,543	-	-
<b>Total Revenues for: 17861 - Seattle Preschool Levy Fund</b>		<b>14,489,990</b>	<b>325,543</b>	<b>-</b>	<b>-</b>
400000	Use of/Contribution to Fund Balance	2,735,703	16,187,786	-	-
<b>Total Resources for:17861 - Seattle Preschool Levy Fund</b>		<b>17,225,693</b>	<b>16,513,329</b>	<b>-</b>	<b>-</b>
311010	Real & Personal Property Taxes	-	84,783,300	86,325,205	86,325,205
337080	Other Private Contrib & Dons	1,045,712	863,208	-	2,000,000
360010	Investment Interest	-	680,529	888,434	888,434
<b>Total Revenues for: 17871 - Families Education Preschool Promise Levy</b>		<b>1,045,712</b>	<b>86,327,037</b>	<b>87,213,639</b>	<b>89,213,639</b>
400000	Use of/Contribution to Fund Balance	(1,045,712)	(45,825,938)	(6,141,304)	(6,172,990)
<b>Total Resources for:17871 - Families Education Preschool Promise Levy</b>		<b>-</b>	<b>40,501,099</b>	<b>81,072,335</b>	<b>83,040,649</b>
<b>Total DEEL Resources</b>		<b>57,859,974</b>	<b>89,397,402</b>	<b>84,991,706</b>	<b>87,955,101</b>

# Department of Education and Early Learning

## Appropriations by Budget Summary Level and Program

### **DEEL - BO-EE-IL100 - Early Learning**

The purpose of the Early Learning Budget Summary Level is to help children enter school ready to succeed, provide preschool teachers with resources and training, and assist Seattle families with gaining access to early learning resources.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Early Learning	34,774,543	56,323,893	53,518,897	59,093,095
<b>Total</b>	<b>34,774,543</b>	<b>56,323,893</b>	<b>53,518,897</b>	<b>59,093,095</b>
Full-time Equivalents Total*	43.00	54.00	54.00	60.50

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### **DEEL - BO-EE-IL200 - K-12 Programs**

The purpose of the K-12 Division Budget Summary Level is to manage K-12 investments.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
K-12 Programs	27,798,077	36,819,396	32,791,757	33,366,049
<b>Total</b>	<b>27,798,077</b>	<b>36,819,396</b>	<b>32,791,757</b>	<b>33,366,049</b>
Full-time Equivalents Total*	8.00	13.00	13.00	17.00

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### **DEEL - BO-EE-IL300 - Post-Secondary Programs**

The purpose of the Post-Secondary Budget Summary Level is to help achieve the goal of the City's Education Action Plan that 70% of all student groups in Seattle Public Schools will go on to attain a post-secondary credential by the year 2030.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Post-Secondary Programs	1,092,271	4,093,870	5,861,511	5,861,240
<b>Total</b>	<b>1,092,271</b>	<b>4,093,870</b>	<b>5,861,511</b>	<b>5,861,240</b>
Full-time Equivalents Total*	2.00	1.00	1.00	1.00

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## Department of Education and Early Learning

### DEEL - BO-EE-IL700 - Leadership and Administration

The purpose of the Leadership and Administration Budget Summary Level is to provide executive, community, financial, human resource, technology and business support to the Department of Education and Early Learning.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Citywide Indirect Costs	935,677	2,003,756	1,640,068	1,757,036
Departmental Indirect Costs	448,537	-	-	-
Divisional Indirect Costs	2,905,747	4,462,716	5,332,954	5,184,558
Pooled Benefits	483	-	-	-
<b>Total</b>	<b>4,290,444</b>	<b>6,466,472</b>	<b>6,973,022</b>	<b>6,941,594</b>
Full-time Equivalents Total*	22.00	30.00	30.00	32.00

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Leadership and Administration Budget Summary Level:

#### Citywide Indirect Costs

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Citywide Indirect Costs	935,677	2,003,756	1,640,068	1,757,036

#### Departmental Indirect Costs

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Departmental Indirect Costs	448,537	-	-	-
Full Time Equivalents Total	22.00	30.00	30.00	30.00

#### Divisional Indirect Costs

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Divisional Indirect Costs	2,905,747	4,462,716	5,332,954	5,184,558
Full Time Equivalents Total	-	-	-	2.00

#### Pooled Benefits

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Pooled Benefits	483	-	-	-





# Human Services Department

Jason Johnson, Interim Director

(206) 386-1001

<http://www.seattle.gov/humanservices/>

## Department Overview

The mission of the Human Services Department (HSD) is to connect people with resources and solutions during times of need, so all Seattle residents can live, learn, work and take part in strong and healthy communities. HSD contracts with more than 170 community-based human service providers and administers programs to ensure Seattle residents have food and shelter, education and job opportunities, access to health care, opportunities to gain social and economic independence and success, and many more of life's basic necessities. HSD is committed to working with the community to provide appropriate and culturally relevant services.

HSD's strategic plan, "Healthy Communities, Healthy Families," identifies six key results:

- All youth in Seattle successfully transition into adulthood.
- All people living in Seattle are able to meet their basic needs.
- All people living in Seattle are housed.
- All people living in Seattle experience moderate to optimum health conditions.
- All people living in Seattle are free from violence.
- All older adults experience stable health and are able to age in place.

HSD's work is funded by a variety of revenue sources, including federal, state, and inter-local grants, as well as the City's General Fund. General Fund contributions leverage significant grant revenues to benefit Seattle residents. As a result, external grants represent 37.4% of HSD's revenue, while the General Fund represents 58.2% in the 2020 proposed budget. In addition, \$5.15 million of HSD's revenue comes from the newly created Sweetened Beverage Tax Fund, representing roughly 2.3% of the department's total budget in 2020. Approximately 1.5% of HSD's 2020 budget is supported by Short Term Rental tax revenues, and the remaining 0.7% of HSD's budget will come from the Unrestricted Cumulative Reserve Fund.

## Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
General Fund Support	109,799,892	123,330,239	124,667,383	129,880,921
Other Funding - Operating	73,414,913	74,925,103	75,082,895	93,347,056
<b>Total Operations</b>	<b>183,214,805</b>	<b>198,255,342</b>	<b>199,750,278</b>	<b>223,227,977</b>
<b>Total Appropriations</b>	<b>183,214,805</b>	<b>198,255,342</b>	<b>199,750,278</b>	<b>223,227,977</b>
Full-Time Equivalents Total*	366.25	382.75	382.75	384.75

\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

# Human Services Department

## Budget Overview

The Human Services Department's 2020 Proposed Budget prioritizes much-needed investments across a wide array of program areas, and also makes a number of technical changes to reflect the City's ongoing work to organize itself as effectively as possible to respond to ongoing crises of affordability, livability and homelessness.

Priorities for HSD's 2020 proposed budget include:

### **Homelessness Prevention, Services, and the new King County Regional Homelessness Authority**

The Human Services Department (HSD) accounts for approximately 90% of the City's total spending on homelessness and plans to spend \$94.9 million in 2020. These funds will support operations, staff, and programs to prevent homelessness, support those experiencing homelessness, and address the community impacts of living unsheltered in 2020. This amount represents an increase of approximately 12% over HSD's revised budget in 2019.

The proposed budget includes a number of one-time program investments in homelessness outreach, shelter, and prevention. Among these are a one-time extension of the Mayor's pilot program to provide rental assistance to households at risk of homelessness while on the Seattle Housing Authority's waitlist for Housing Choice Vouchers, and an additional 2020 investment in a safe overnight parking pilot program to serve people living in vehicles.

The proposed budget includes an investment to cover one-time costs associated with potentially ramping down operations at two of the City's tiny house villages. The Human Services Department is actively engaging with village operators and stakeholders at the Northlake and Georgetown locations to consider possibilities for the villages, which may include shifting shelter capacity away from these two villages and ramping down operations there in 2020. Any lost capacity will be replaced by adding units at existing tiny house villages or adding new enhanced shelter beds.

A number of City-funded shelters and Permanent Supportive Housing projects serve a client population with a high level of low-acuity medical needs. This has been shown to result in a very high volume of 9-1-1 calls to select locations. The 2020 Proposed Budget makes strategic investments in a 24/7 nurse call line and in onsite nursing staff. In partnership with Seattle/King County Public Health, Harborview Medical Center, and NeighborCare, these investments seek to better meet the needs of this client population while reducing the burden on the City's 9-1-1 system.

# Human Services Department

## Incremental Budget Changes

### Human Services Department

	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>199,750,278</b>	<b>382.75</b>
 <b>Baseline</b>		
Citywide Adjustments for Standard Cost Changes	438,152	-
2020 State Paid Family Medical Leave Increase Base Budget	45,155	-
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	3,001,306	-
Transfer a Management Systems Analyst to the Leadership and Administration Division	-	-
Transfer Partial Funding for an Administrative Specialist to the Leadership and Administration Division	-	-
Transfer Funding from a 2019 2% Inflationary Increase to the Addressing Homelessness Division	-	-
Transfer HSD's Federal Grants and Community Facilities Teams to the Leadership and Administration Division	-	-
Move 2019 Council Budget Add to the Affordability and Livability BSL	-	-
 <b>Proposed Operating</b>		
One-Time Costs to Stand up the King County Regional Homelessness Authority	2,000,000	-
Additional Funding in 2020 to the Support Safe Parking Program	125,000	-
Continuation of 2019 Navigation Team Expansion	326,461	-
Re-Siting Tiny House Villages	1,262,000	-
Onsite Nurses for Locations that Generate a High Volume of 9-1-1 Medical Calls	650,000	-
Nurse Call Line	40,000	-
Mt. Baker Family Resource Center	840,000	-
Seattle Rental Housing Assistance Pilot Extension	515,000	-
Additional Inflationary Increase for Human Service Provider Contracts	1,564,998	-
King County Domestic Violence Hotline	375,000	-
Sweetened Beverage Tax-Backed Investment in Food Banks and HSD Staff Capacity	1,125,000	2.00
Seattle Youth Employment Program Year-Round Expansion	310,019	2.00
Additional Staff to Support the Utility Discount Program	169,037	2.00
CDBG Capital Investments	2,000,000	-
Chief Seattle Club Health Clinic	1,000,000	-
Safety RFP Ramp-Down Funding	1,313,696	-
One-time Capital Investment in LGBTQ Youth facility	500,000	-
Support Statewide Human Services Advocacy	25,000	-

# Human Services Department

## Proposed Technical

General Fund Appropriation Adjustments	(386,011)	-
Grant Funded Appropriation Changes	6,561,825	-
Technical Transfers in the Human Services Fund	-	-
Transfer Funding for Upward Bound from HSD to DEEL	(573,702)	(4.00)
Transfer Sweetened Beverage Tax Baseline Budget to New Fund	-	-
CDBG and General Fund Transfer	-	-
Support for Evaluation Capacity at Organizations Operating Programs Backed by Sweetened Beverage Tax Revenue	249,764	-
Transfer General Fund Appropriation to Short Term Rental Tax Fund	-	-
<b>Total Incremental Changes</b>	<b>\$23,477,699</b>	<b>2.00</b>
<b>Total 2020 Proposed Budget</b>	<b>\$223,227,977</b>	<b>384.75</b>

## Description of Incremental Budget Changes

### Baseline

#### Citywide Adjustments for Standard Cost Changes

Expenditures \$438,152

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including the Department of Finance & Administrative Services rates, Information Technology rates and Human Resources rates, health care, retirement and industrial insurance charges for the department. This adjustment also includes a transfer of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City’s efforts to improve investigative processes and practices across the City departments. While the internal service rates are final for 2020, some of the other adjustments reflect initial assumptions about these costs and inflators early in the budget process. This BIP captures budget changes in the central cost accounts. Shifts between general fund and grant funding sources budgeted in the Human Services Fund are visible in this BIP. Combined with HSD-140, the total appropriation increase for HSD is \$195,017 of general fund and \$7,022,841 of grant funding sources.

#### 2020 State Paid Family Medical Leave Increase Base Budget

Expenditures \$45,155

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the tentative agreement with the Coalition of Unions moves a portion of the cost responsibility to the employee in 2020, with the City paying the remainder. This item increases appropriations to account for the City’s obligation for all employees.

#### 2020 Coalition and Non-Rep Annual Wage Increase Base Budget

Expenditures \$3,001,306

This centrally administered change adjusts appropriations to reflect the Annual Wage Increase, as outlined in the tentative agreement between the City and the Coalition of Unions, for personnel costs included in this department’s baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor.

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## Transfer a Management Systems Analyst to the Leadership and Administration Division

Expenditures -  
Position Allocation -

This item transfers budget for a Management Systems Analyst position from the Preparing Youth for Success Budget Summary Level (BSL) to the Leadership and Administration BSL. This move is part of the gradual consolidation of data analysis and evaluation positions and expertise within the department's Data, Performance, and Evaluation team, which is housed in the Leadership and Administration BSL.

## Transfer Partial Funding for an Administrative Specialist to the Leadership and Administration Division

Expenditures -

This item moves budget authority from the Addressing Homelessness BSL to the Leadership and Administration BSL to partially fund an Executive Assistant position to support the department's deputy director.

## Transfer Funding from a 2019 2% Inflationary Increase to the Addressing Homelessness Division

Expenditures -

This item transfers budget authority established by 2019 City Council Green Sheet 14-9-D-1, which provided for an inflationary increase to Human Services provider contracts backed by non-General Fund revenue. Budget authority is moving from the Leadership and Administration BSL into the Addressing Homelessness BSL to support inflation to contracts supported by the Federal HOPWA grant, which had previously been determined ineligible for such an increase.

## Transfer HSD's Federal Grants and Community Facilities Teams to the Leadership and Administration Division

Expenditures -

This item transfers budget authority from the Addressing Homelessness BSL to the Supporting Affordability and Livability BSL. HSD's Federal Grants unit and Community Facilities investment teams were previously budgeted and managed out of the Homeless Strategy and Investments Division and have now been transferred to the Leadership and Administration Division.

## Move 2019 Council Budget Add to the Affordability and Livability BSL

Expenditures -

This item transfers budget provided by 2019 City Council Green Sheet 15-7-B-1 from the Addressing Homelessness BSL to the Supporting Affordability & Livability BSL. This Council budget action provided \$300,000 in flexible funds for households at risk of homelessness, but the intent of the funding is better aligned with HSD's broader portfolio of affordability programs.

## Proposed Operating

### One-Time Costs to Stand up the King County Regional Homelessness Authority

Expenditures \$2,000,000

This item provides one-time funding to support startup costs for the new King County Regional Homelessness Authority (KCRHA). It is anticipated that the City will provide funding for some costs associated with opening operations at KCRHA in 2020 which are not currently accounted for in HSD's base budget. These items may include expenses to cover senior level staff, such as an Executive Director, a Chief of Staff, Deputy Directors, and a Human Resources manager. These items may also include startup operations expenses such as an executive search firm, technology systems for financial planning and management and human resources, office supplies, and moving costs

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to a new office space.

In addition to the City's contribution to one-time standup costs, King County has committed to provide office space and cover four years' worth of space rent for KCRHA. The County will also cover the cost of all tenant improvements needed to renovate and furnish the selected space. The estimated 2020 value of the County's contribution in this area is \$1,340,000.

## **Additional Funding in 2020 to the Support Safe Parking Program**

Expenditures \$125,000

This item makes an additional investment in 2020 to support the pilot safe parking program originally funded through the 2019 Adopted and 2020 Endorsed budgets. The region's 2019 Point-In-Time Count estimated 2,147 individuals living in vehicles. This accounts for 19% of the total count, and 41% of those living unsheltered. These funds will be added to the \$250,000 already in the 2020 Endorsed budget, expanding the program's 2020 budget by 50%.

## **Continuation of 2019 Navigation Team Expansion**

Expenditures \$326,461

This item provides ongoing funding to sustain the Navigation Team at its current size and capacity level. The Human Services Department used one-time salary savings to expand the Navigation Team in 2019 by hiring two additional Field Coordinators. This expansion allowed the Team to further provide outreach, services, and removal of unsanctioned encampments with a focus on those blocking the right-of-way.

## **Re-Siting Tiny House Villages**

Expenditures \$1,262,000

This item provides one-time funding to ramp down operations at two of the City-sanctioned tiny house villages and replace the lost shelter system capacity with increased space in other villages and enhanced shelters. The City is considering possibilities for the Georgetown and Northlake village locations, both of which have reached the end of their two-year permitting cycles set out in City Ordinance 12474 which originally authorized the establishment of sanctioned encampments. Other encampments which are also at the end of this permitting cycle are likely to enter agreements for sponsorship with faith-based communities which would allow them to remain in place.

## **Onsite Nurses for Locations that Generate a High Volume of 9-1-1 Medical Calls**

Expenditures \$650,000

This item adds ongoing funding to provide onsite nurse support for an after-hours swing shift at five shelter and permanent supportive housing locations which have been identified as among those generating the highest volume of non-emergency 9-1-1 calls. This funding will serve the low-acuity medical needs of those who most frequently access the City's 9-1-1 emergency response system. Nurses will perform basic patient triage and address medical complaints of clients in alignment with the Seattle Fire Department's patient evaluation and triage approach.

## **Nurse Call Line**

Expenditures \$40,000

This item adds \$40,000 in 2020 to open and operate a 24/7 nurse call line to handle low-acuity calls from staff and clients at city shelters and permanent supportive housing locations, with the goal of reducing the burden posed by these calls on the City's 9-1-1 emergency response system.

Downtown Emergency Services Center (DESC) piloted such a call line from 2017 to 2018. The pilot covered 15 DESC

## Human Services Department

sites. This pilot found that only 80% of the calls received by the call line did not need to be redirected to 9-1-1. This budget action provides for \$3,000 for one-time startup costs and \$37,000 for ongoing operations. It is estimated that this funding will allow the call line to field as many as 900 calls per year.

### **Mt. Baker Family Resource Center**

Expenditures \$840,000

This item provides one-time funding to support the ramp-up of program operations at the Mt. Baker Family Resource Center. These programs are operated by Mary's Place, Childcare Resources, and Refugee Women's Alliance, and are located at Mercy Housing's Mount Baker Affordable Housing building. This center will serve families living at the building as well as those living in the surrounding area. Services will include housing search and navigation, childcare resources and referrals, financial literacy, parent coaching, preventative health education, and employment services.

### **Seattle Rental Housing Assistance Pilot Extension**

Expenditures \$515,000

This item provides additional one-time funding to sustain the Seattle Rental Housing Assistance Pilot (SRHAP) program through the end of 2020. The pilot was originally scheduled to end by February of 2020.

This pilot program provides funding for direct financial assistance, staffing, and other costs to support homelessness prevention services for households on the Seattle Housing Authority (SHA) Housing Choice Voucher waitlist. In October of 2018, SHA slowed the rate at which vouchers are issued in an effort to facilitate a higher success rate among voucher holders in finding housing. A byproduct of this policy has been increased wait times for those on the list, including households enrolled in the SRHAP pilot program.

### **Additional Inflationary Increase for Human Service Provider Contracts**

Expenditures \$1,564,998

This item provides an additional inflationary increase to human services provider contracts in 2020. In July of 2019 the City Council passed Ordinance 125865, which requires that human services provider contracts provide an inflationary increase each year when renewed or renegotiated. The ordinance calls on HSD to use the annual average growth rate of the Seattle-Tacoma-Bellevue Area Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W) to determine the inflationary increase amount. CPI-W for this budget cycle is 2.6%.

The 2019 Adopted and 2020 Endorsed Budgets provided for a 2% increase in each year to those human services provider contracts which are supported by General Fund revenues. This proposed additional increase adds \$739,770 to provide the remaining 0.6% to General Fund-backed contracts and adds \$825,228 to provide the full 2.6% increase to most contracts funded by grants or other non-general fund revenues.

### **King County Domestic Violence Hotline**

Expenditures \$375,000

This item provides \$375,000 in ongoing money to support a county-wide domestic violence hotline. King County and partnering agencies will provide the remaining \$1.2 million annually. The County line will provide 24-hour, multi-lingual, multi-modal services including immediate crisis support and counseling, and serve as single point of contact for referral to the region's specialized survivor advocacy services, children's services, and legal, medical, and housing assistance.

# Human Services Department

## Sweetened Beverage Tax-Backed Investment in Food Banks and HSD Staff Capacity

Expenditures	\$1,125,000
Position Allocation	2.00

This item provides Sweetened Beverage Tax (SBT) revenue to the Human Services Department to support the expansion of staff and programs. Approximately \$300,000 will provide for the addition of a Sr. Grants and Contracts Specialist and a Strategic Advisor II to the department. The remainder of this add, which is approximately \$825,000, will be used to support the work of food banks.

The addition of Sweetened Beverage Tax revenue has resulted in a significant increase to HSD's budget for food and nutrition programs since 2018. These two staff are needed to ensure this funding receives sufficient oversight as it gets programmed, monitored, and reported. The Strategic Advisor II will also be the primary point of contact within HSD for communicating with key stakeholders on issues related to the use of SBT revenue, such as the SBT Community Advisory Board, the Mayor's Office, and Seattle City Council. These staff positions will account for 5.8% of HSD's \$5,149,713 in SBT-backed spending in the 2020 Proposed Budget. This total represents a true increment to HSD's budget relative to spending before the SBT was imposed, because the use of SBT to replace previous General Fund support has been eliminated from the 2020 budget.

## Seattle Youth Employment Program Year-Round Expansion

Expenditures	\$310,019
Position Allocation	2.00

This item adds a year-round component to the Human Services Department's Seattle Youth Employment Program (SYEP). SYEP has traditionally served 400 youth from low-income and historically disadvantaged communities in a summer internship program. This expansion will serve 200 of the program's participants in three consecutive modules during the fall, winter, and spring. The new modules will provide career navigation, exploration, and skill-building opportunities to augment the existing summer internships. Participants will receive support for food, transportation, work appropriate clothing, and stipends or wages. This budget change will fund the two additional Youth Development Counselors needed to provide the youth support services that are central to this program's service model.

## Additional Staff to Support the Utility Discount Program

Expenditures	\$169,037
Revenues	\$169,037
Position Allocation	2.00

This Item adds one Program Intake Representative and one Administrative Specialist to HSD to support the Utility Discount Program. Since 2014, HSD has been charged with increasing enrollment in the UDP from 14,000 to 34,000 utility payers. This has resulted in higher caseloads and the need for additional staff to provide necessary administrative and enrollment support. These positions are backed by funding from Seattle Public Utilities and Seattle City Light.

## CDBG Capital Investments

Expenditures	\$2,000,000
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This item invests previously unused Community Development Block Grant (CDBG) money from the U.S. Department of Housing and Urban Development (HUD). These funds will go to support Seattle Housing Authority (SHA) and International Community Health Services (ICHS). SHA will use these funds to make much-needed upgrades to fire alarm systems and other building maintenance needs at its properties. These upgrades will both improve the safety of residents and reduce the number of false alarms to which the Seattle Fire Department currently responds. ICHS



## Human Services Department

will use CDBG funding to support the completion of a facility for a Program of All-Inclusive Care for the Elderly (PACE) for the Asian Pacific Islander community.

### Chief Seattle Club Health Clinic

Expenditures \$1,000,000

This item is a one-time capital investment in Chief Seattle Club's project to build affordable housing units and a health clinic in Pioneer Square. Seattle Indian Health Board will rent the main floor of the building and operate the health clinic. The project will also provide Chief Seattle Club with space to provide expanded services, including case management, job training, and education. Once constructed, it is estimated that the on-site clinic will provide primary care for between 600 and 1,200 homeless and low-income American Indian/Alaska Native people each year.

### Safety RFP Ramp-Down Funding

Expenditures \$1,313,696

This item provides one-time funding in 2020 to ramp down City support of programs which previously received funding from the Human Services Department, but which were unsuccessful in the Department's 2019 Safety RFP process. 24 eligible applications to this RFP were reviewed by a 15-person review committee comprised of non-profit leaders, subject matter experts, local youth, and City staff from the Legislative, Law, Human Services, and Education and Early Learning departments. 14 organizations were successful in the RFP and were together awarded nearly \$4.5m. Of those not awarded, seven held contracts with the Human Services Department in 2019 and will receive this one-time support in 2020 to help mitigate the impacts of the RFP results on their programs and clients.

### One-time Capital Investment in LGBTQ Youth facility

Expenditures \$500,000

This item adds one-time funding for Lambert House in support of its capital campaign. Lambert House empowers lesbian, gay, bisexual, transgender, and questioning youth through the development of leadership, social, and life skills. The organization offers LGBTQ youth over 30 different annual and ongoing programs, activities, resources, and services.

This funding will support Lambert House's current effort to acquire and renovate the building it currently operates in Seattle's Capitol Hill neighborhood. Funding will be distributed after an agreement for public benefits has been negotiated with the organization.

### Support Statewide Human Services Advocacy

Expenditures \$25,000

This item adds funding to support the City's statewide human services contract for public policy advocacy. The City contracts with outside organizations to support public policies and funding that benefit low-income or vulnerable Seattle residents, particularly with elected officials in the Washington state government. The Office of Intergovernmental Relations had been managing these contracts in recent years, but the work better aligns with the Human Services Department. This addition will allow for the continued support of these contracts in the Human Services Department.

## Proposed Technical

### General Fund Appropriation Adjustments

Expenditures \$(386,011)

This item provides for technical adjustments to HSD Budget Control Levels in the General Fund. Changes are a combination of technical transfers between budget projects to align with current allocations made through HSD

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contracts to service providers and the balancing of General Fund items with grant funding in the Human Services Fund.

### Grant Funded Appropriation Changes

Expenditures \$6,561,825

This item provides for increased appropriation as a result of current and anticipated grant awards in the Human Services Fund.

In the Addressing Homelessness BCL, changes include a \$1.5m increase in the City's McKinney-Vento award from the U.S. Department of Housing and Urban Development, a \$590,000 increase to the City's Housing Opportunities for People with AIDS (HOPWA) award, and a \$370,000 increase in funds from the City of Seattle's Housing Levy derived from underspend in the prior year. In the Preparing Youth for Success BCL, changes include a \$179,000 reduction in Education Levy funds and a \$175,000 reduction in the use of fund balance. In the Promoting Healthy Aging BCL, changes include a \$3.1 million increase to Title XIX case management funding, a \$358,000 increase in funding from the Older Americans Act, a \$550,000 reduction in transportation grant funding, and a \$177,000 increase in State grant funding, along with other small grant funding changes. In the Supporting Affordability and Livability BCL, changes include a \$400,000 increase in Older Americans Act funds and a \$73,000 increase in Childcare Nutrition Funds from the Office of the Superintendent for Public Instruction. In the Supporting Safe Communities BCL, the change reflects an increase of \$452,000 in the use of Domestic Violence and Sexual Assault funds from court proceeds.

### Technical Transfers in the Human Services Fund

Expenditures -

This item contains net-zero transfers within the Human Services Fund. These transfers represent changes to allocations between funding sources, accounts, and projects. The resulting impact a \$76,939 reduction to the Addressing Homelessness BSL, a \$21,049 reduction to the Promoting Healthy Aging BSL, a \$64,447 increase to the Supporting Affordability and Livability BSL, and a \$33,540 increase to the Supporting Safe Communities BSL.

### Transfer Funding for Upward Bound from HSD to DEEL

Expenditures \$(573,702)  
Position Allocation (4.00)

This item transfers funding and positions for the Upward Bound program from the Human Services Department (HSD) to the Department of Education and Early Learning (DEEL). The Upward Bound program prepares underserved high school students for higher education by promoting academic achievement, goal setting, and career exploration. The program's goal is to give students the knowledge, skills and motivation necessary to earn a two- or four-year college or technical degree after high school. Each year, more than 100 students from three Seattle public high schools participate in Upward Bound.

This transfer to DEEL is occurring to improve mission alignment with the goals of the Families, Education, Preschool and Promise (FEPP) Levy which include pre-college and job readiness for Seattle students. Moving the program to DEEL also allows for efficiencies, and programmatic synergies which will improve access to Seattle Public Schools and Seattle Colleges, provide access to data and evaluation support, and provide direct access for Upward Bound students and families to the Seattle Promise program's services and supports. There is a corresponding adjustment in the DEEL section of the budget. This transfer includes both appropriation authority and program-related revenue from a Federal grant.

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## Transfer Sweetened Beverage Tax Baseline Budget to New Fund

Expenditures -

This technical change reflects the requirements of Ordinance 125886 and transfers the baseline department budget for Sweetened Beverage Tax activity from the General Fund (00100) to the Sweetened Beverage Tax Fund (00155). These changes are net-zero in total.

## CDBG and General Fund Transfer

Expenditures -

This item transfers appropriation authority from the general fund to the CDBG funding source in fund 16200 to maximize the CDBG grant service cap.

## Support for Evaluation Capacity at Organizations Operating Programs Backed by Sweetened Beverage Tax Revenue

Expenditures \$249,764

This item transfers ongoing appropriation authority in the amount of \$499,528 from the Office of City Auditor to the Supporting Affordability & Livability BSL in HSD. Funds are transferring from the Auditor to the Human Services Department in order for HSD to provide technical assistance to partner organizations that will expand their ability to evaluate programs funded by the Sweetened Beverage Tax. This item corresponds to item HSD-OT99 in the 2019 3rd Quarter Supplemental Budget Ordinance, which transfers the same amounts from 2018 and 2019 from the Office of City Auditor to the Human Services Department.

## Transfer General Fund Appropriation to Short Term Rental Tax Fund

Expenditures -

This item transfers \$3.3 million of General Fund appropriation to the Short Term Rental Tax fund.

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## Expenditure Overview

Appropriations	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>HSD - BO-HS-H1000 - Supporting Affordability and Livability</b>				
00100 - General Fund	9,550,518	13,362,552	12,319,399	10,466,754
00155 - Sweetened Beverage Tax Fund	-	-	-	4,913,440
00164 - Unrestricted Cumulative Reserve Fund	-	-	-	1,500,000
16200 - Human Services Fund	6,510,159	10,234,117	9,483,862	12,008,240
<b>Total for BSL: BO-HS-H1000</b>	<b>16,060,678</b>	<b>23,596,669</b>	<b>21,803,261</b>	<b>28,888,434</b>
<b>HSD - BO-HS-H2000 - Preparing Youth for Success</b>				
00100 - General Fund	19,166,260	18,749,565	18,982,184	20,989,376
15220 - Community Services Donations	44	-	-	-
16200 - Human Services Fund	479,961	760,772	795,084	-
<b>Total for BSL: BO-HS-H2000</b>	<b>19,646,265</b>	<b>19,510,337</b>	<b>19,777,268</b>	<b>20,989,376</b>
<b>HSD - BO-HS-H3000 - Addressing Homelessness</b>				
00100 - General Fund	54,313,042	58,019,390	59,332,850	61,287,988
12200 - Short-Term Rental Tax Fund	-	-	-	3,300,425
16200 - Human Services Fund	30,132,133	22,609,560	22,615,434	25,274,312
<b>Total for BSL: BO-HS-H3000</b>	<b>84,445,175</b>	<b>80,628,950</b>	<b>81,948,284</b>	<b>89,862,725</b>
<b>HSD - BO-HS-H4000 - Supporting Safe Communities</b>				
00100 - General Fund	9,021,592	8,897,009	8,940,994	9,626,621
16200 - Human Services Fund	537,746	495,255	495,480	981,185
<b>Total for BSL: BO-HS-H4000</b>	<b>9,559,338</b>	<b>9,392,264</b>	<b>9,436,474</b>	<b>10,607,806</b>
<b>HSD - BO-HS-H5000 - Leadership and Administration</b>				
00100 - General Fund	129,119	8,462,358	8,963,670	9,140,889
00155 - Sweetened Beverage Tax Fund	-	-	-	236,273
16200 - Human Services Fund	192,785	2,761,537	2,879,843	3,125,390
<b>Total for BSL: BO-HS-H5000</b>	<b>321,903</b>	<b>11,223,895</b>	<b>11,843,513</b>	<b>12,502,552</b>
<b>HSD - BO-HS-H6000 - Promoting Healthy Aging</b>				
00100 - General Fund	6,418,579	4,993,113	5,071,803	6,540,591
15220 - Community Services Donations	60	-	-	-
16200 - Human Services Fund	35,526,020	37,027,813	38,777,143	41,971,742
<b>Total for BSL: BO-HS-H6000</b>	<b>41,944,659</b>	<b>42,020,926</b>	<b>43,848,946</b>	<b>48,512,333</b>
<b>HSD - BO-HS-H7000 - Promoting Public Health</b>				
00100 - General Fund	10,899,249	10,846,252	11,056,483	11,828,703

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16200 - Human Services Fund	36,049	1,036,049	36,049	36,049
<b>Total for BSL: BO-HS-H7000</b>	<b>10,935,298</b>	<b>11,882,301</b>	<b>11,092,532</b>	<b>11,864,752</b>
 <b>HSD - BO-HS-H8000 - Emergency Preparedness and Program Administration</b>				
00100 - General Fund	301,532	-	-	-
15220 - Community Services Donations	(44)	-	-	-
<b>Total for BSL: BO-HS-H8000</b>	<b>301,488</b>	<b>-</b>	<b>-</b>	<b>-</b>
 <b>Department Total</b>				
	<b>183,214,805</b>	<b>198,255,342</b>	<b>199,750,278</b>	<b>223,227,977</b>
 <b>Department Full-Time Equivalents Total*</b>				
	<b>366.25</b>	<b>382.75</b>	<b>382.75</b>	<b>384.75</b>

*\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### Budget Summary by Fund Human Services Department

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
00100 - General Fund	109,799,892	123,330,239	124,667,383	129,880,921
00155 - Sweetened Beverage Tax Fund	-	-	-	5,149,713
00164 - Unrestricted Cumulative Reserve Fund	-	-	-	1,500,000
12200 - Short-Term Rental Tax Fund	-	-	-	3,300,425
15220 - Community Services Donations	60	-	-	-
16200 - Human Services Fund	73,414,853	74,925,103	75,082,895	83,396,917
<b>Budget Totals for HSD</b>	<b>183,214,805</b>	<b>198,255,342</b>	<b>199,750,278</b>	<b>223,227,977</b>

# Human Services Department

## Revenue Overview

### 2020 Estimated Revenues

Account Code	Account Name	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
331110	Direct Fed Grants	20,834,670	24,266,629	22,469,263	26,205,265
333110	Ind Fed Grants	27,840,162	25,661,692	27,234,507	28,623,279
334010	State Grants	13,033,551	18,500,491	18,878,431	20,737,939
337010	Interlocal Grants	5,187,169	1,885,024	1,885,024	1,599,300
341190	Personnel Service Fees	13,000	-	-	-
341300	Administrative Fees & Charges	33,549	4,592,268	4,596,670	5,459,271
341900	General Government-Other Rev	1,273,616	-	-	-
345020	Zoning & Subdivision Fees	1,511,984	-	-	-
350180	Misc Fines & Penalties	185,422	-	-	-
360010	Investment Interest	-	19,000	19,000	19,000
360020	Inv Earn-Residual Cash	354,387	-	-	-
360900	Miscellaneous Revs-Other Rev	192,527	-	-	-
397100	Intrafund Revenues	164,173	-	-	-
397200	Interfund Revenue	2,134,160	-	-	169,037
<b>Total Revenues for: 16200 - Human Services Fund</b>		<b>72,758,369</b>	<b>74,925,103</b>	<b>75,082,895</b>	<b>82,813,091</b>
400000	Use of/Contribution to Fund Balance	-	-	-	583,826
<b>Total Resources for: 16200 - Human Services Fund</b>		<b>72,758,369</b>	<b>74,925,103</b>	<b>75,082,895</b>	<b>83,396,917</b>
<b>Total HSD Resources</b>		<b>72,758,369</b>	<b>74,925,103</b>	<b>75,082,895</b>	<b>83,396,917</b>

# Human Services Department

## Appropriations by Budget Summary Level and Program

### **HSD - BO-HS-H1000 - Supporting Affordability and Livability**

The purpose of the Supporting Affordability & Livability Budget Summary Level is to support educational programs for children, youth, and families; and provide utility payment and transportation assistance to Seattle residents with low incomes.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Access to Services	1,822,587	3,844,998	3,657,215	4,657,503
Community Facilities	-	3,512,451	1,779,074	5,372,325
Emergency Preparedness and Program Administration	-	943,876	906,207	1,181,250
Food & Nutrition	14,238,091	15,295,344	15,460,766	17,677,356
<b>Total</b>	<b>16,060,678</b>	<b>23,596,669</b>	<b>21,803,261</b>	<b>28,888,434</b>
Full-time Equivalents Total*	25.00	28.00	28.00	32.00

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Supporting Affordability and Livability Budget Summary Level:

#### **Access to Services**

The purpose of the Access to Services Program is to provide information and access to community resources that support affordability and livability, including utility payment assistance and vehicle license rebates to low income residents in the City of Seattle.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Access to Services	1,822,587	3,844,998	3,657,215	4,657,503
Full Time Equivalents Total	14.00	14.00	14.00	16.00

#### **Community Facilities**

The purpose of the Community Facilities Program is to support the construction of facilities that are primarily for the benefit of low-income people in Seattle, including childcare facilities.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Community Facilities	-	3,512,451	1,779,074	5,372,325

#### **Emergency Preparedness and Program Administration**

This Budget Summary Level is being combined with the Affordability and Livability Budget Summary Level in the 2019 Budget.

## Human Services Department

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Expenditures/FTE</b>				
Emergency Preparedness and Program Administration	-	943,876	906,207	1,181,250
Full Time Equivalents Total	-	3.00	3.00	3.00

### Food & Nutrition

The purpose of the Food & Nutrition Program is to provide access to nutritious, affordable, and culturally relevant food and education to children in childcare programs and other settings, older adults, and individuals with low incomes.

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Expenditures/FTE</b>				
Food & Nutrition	14,238,091	15,295,344	15,460,766	17,677,356
Full Time Equivalents Total	11.00	11.00	11.00	13.00

### **HSD - BO-HS-H2000 - Preparing Youth for Success**

The purpose of the Preparing Youth for Success Budget Summary Level is to support programs that help youth succeed academically; learn job and life skills; and develop alternatives to criminal activity, violence, and homelessness.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Family Support	5,414,629	5,320,032	5,187,075	6,186,955
Safety	3,011,559	6,711,832	6,187,069	7,217,195
Youth Development	11,220,077	7,478,473	8,403,124	7,585,227
<b>Total</b>	<b>19,646,265</b>	<b>19,510,337</b>	<b>19,777,268</b>	<b>20,989,376</b>
Full-time Equivalents Total*	34.00	34.00	34.00	31.00

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Preparing Youth for Success Budget Summary Level:

### Family Support

The purpose of the Family Support Program is to focus on strengthening and empowering families, through systems navigation support and family management, so that youth in Seattle successfully transition into adulthood.

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Expenditures/FTE</b>				
Family Support	5,414,629	5,320,032	5,187,075	6,186,955
Full Time Equivalents Total	11.00	11.00	11.00	11.00



# Human Services Department

## Safety

The purpose of the Safety Program is to support youth and adults at risk of involvement with the criminal justice system through violence prevention, intervention and re-entry supports to foster successful transitions to adulthood and safe communities.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Safety	3,011,559	6,711,832	6,187,069	7,217,195
Full Time Equivalents Total	4.00	4.00	4.00	4.00

## Youth Development

The purpose of the Youth Development Program is to provide youth with strength-based experiences and employment and training which helps them to become more socially, culturally, emotionally, physically, cognitively and academically competent.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Youth Development	11,220,077	7,478,473	8,403,124	7,585,227
Full Time Equivalents Total	19.00	19.00	19.00	16.00

### **HSD - BO-HS-H3000 - Addressing Homelessness**

The purpose of the Addressing Homelessness Budget Summary Level is to support a range of programs that provide resources and services to Seattle's low-income and homeless residents to reduce homelessness.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Homelessness Prevention and Support	23,714,711	19,637,155	19,302,053	19,046,640
Navigation Team	-	2,024,357	2,902,957	2,559,377
Shelters & Housing	60,730,463	58,967,438	59,743,274	68,256,708
<b>Total</b>	<b>84,445,175</b>	<b>80,628,950</b>	<b>81,948,284</b>	<b>89,862,725</b>
Full-time Equivalents Total*	41.75	52.25	52.25	52.25

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The following information summarizes the programs in Addressing Homelessness Budget Summary Level:

### Homelessness Prevention and Support

The purpose of the Homelessness Prevention and Support Program is to provide outreach and support services to homeless individuals and prevention programs which assist those at risk of homelessness so they remain housed.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Homelessness Prevention and Support	23,714,711	19,637,155	19,302,053	19,046,640
Full Time Equivalents Total	27.00	20.50	20.50	20.50

# Human Services Department

## Navigation Team

The purpose of the Navigation Team program is to coordinate a response to unauthorized homeless encampments by referring individuals to safe sleeping programs and addressing the environmental issues in the encampment areas.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Navigation Team	-	2,024,357	2,902,957	2,559,377
Full Time Equivalents Total	-	13.00	13.00	13.00

## Shelters & Housing

The purpose of the Shelters and Housing Program is to support homeless individuals in moving to permanent housing through temporary safe sleeping spaces and supportive housing programs.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Shelters & Housing	60,730,463	58,967,438	59,743,274	68,256,708
Full Time Equivalents Total	14.75	18.75	18.75	18.75

## **HSD - BO-HS-H4000 - Supporting Safe Communities**

The purpose of the Supporting Safe Communities Budget Summary Level is to support programs that help reduce violence in Seattle.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Advocacy	4,814,456	5,351,137	5,374,222	6,304,939
Prevention & Intervention	1,643,436	1,570,192	1,544,493	1,671,997
Support Services	3,101,446	2,470,935	2,517,758	2,630,870
<b>Total</b>	<b>9,559,338</b>	<b>9,392,264</b>	<b>9,436,474</b>	<b>10,607,806</b>
Full-time Equivalents Total*	7.00	7.00	7.00	7.00

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The following information summarizes the programs in Supporting Safe Communities Budget Summary Level:

## Advocacy

The purpose of the Advocacy Program is to provide survivors of domestic violence and sexual assault with client-centered services to support their safety.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Advocacy	4,814,456	5,351,137	5,374,222	6,304,939
Full Time Equivalents Total	2.50	2.50	2.50	2.50

# Human Services Department

## Prevention & Intervention

The purpose of the Prevention and Intervention Program is to support survivors and those at risk of domestic violence and sexual assault with education and therapeutic services to maintain their safety.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Prevention & Intervention	1,643,436	1,570,192	1,544,493	1,671,997
Full Time Equivalents Total	2.00	2.00	2.00	2.00

## Support Services

The purpose of the Supportive Services Program is to provide services to survivors of domestic violence and sexual assault including shelter, housing, support groups, and legal services.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Support Services	3,101,446	2,470,935	2,517,758	2,630,870
Full Time Equivalents Total	2.50	2.50	2.50	2.50

## **HSD - BO-HS-H5000 - Leadership and Administration**

The purpose of the Leadership & Administration Budget Summary Level is to provide executive, community, financial, human resource, technology, and business support to the Human Services Department.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Citywide Indirect Costs	(172,780)	-	-	-
Departmental Indirect Costs	13,102,567	11,223,895	11,843,513	12,502,552
Divisional Indirect Costs	48,973	-	-	-
Indirect Cost Recovery	(12,685,119)	-	-	-
Paid Time Off	17,131	-	-	-
Pooled Benefits	11,131	-	-	-
<b>Total</b>	<b>321,903</b>	<b>11,223,895</b>	<b>11,843,513</b>	<b>12,502,552</b>
Full-time Equivalents Total*	61.00	59.50	59.50	60.50

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The following information summarizes the programs in Leadership and Administration Budget Summary Level:

### Citywide Indirect Costs

The purpose of the Citywide Indirect Costs program is to fund internal services costs originating from outside of the department such as allocated costs from the Department of Finance and Administrative Services and Seattle Information Technology Department.

## Human Services Department

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Citywide Indirect Costs	(172,780)	-	-	-

### Departmental Indirect Costs

The purpose of the Departmental Indirect Costs program is to fund costs associated with management of the department. This may include personnel costs related to department leadership and administration or other administrative costs such as external rent and operating supplies or services.

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Departmental Indirect Costs	13,102,567	11,223,895	11,843,513	12,502,552
Full Time Equivalents Total	61.00	59.50	59.50	60.50

### Divisional Indirect Costs

The purpose of the Divisional Indirect Costs Indirect program is to fund administrative costs generated by sub-departmental units such as costs related to divisional management or training. The Human Services Department budgets all divisional indirect costs within the direct service Budget Summary Level beginning in the 2019 budget.

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Divisional Indirect Costs	48,973	-	-	-

### Indirect Cost Recovery

The purpose of the Indirect Cost Recovery program is to recover costs associated with indirect programs within Leadership and Administrative BSL from the department's direct cost programs. The Human Services Department will be discontinuing allocation of indirect costs to direct services in the 2019 budget.

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Indirect Cost Recovery	(12,685,119)	-	-	-

### Paid Time Off

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Paid Time Off	17,131	-	-	-

### Pooled Benefits

The purpose of the Pooled Benefits program is to fund department costs associated with health and dental insurance, workers compensation, and unemployment insurance contributions.

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Pooled Benefits	11,131	-	-	-

# Human Services Department

## **HSD - BO-HS-H6000 - Promoting Healthy Aging**

The purpose of the Promoting Healthy Aging Budget Summary Level is to give older adults the ability to age in place and experience stable health. Programs provide a network of community support that improves choice, promotes independence, and enhances the quality of life for older people and adults with disabilities.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Care Coordination	2,514,184	2,339,238	2,363,062	3,165,991
Case Management	27,750,498	29,054,377	30,905,833	34,347,107
Healthy Aging	11,679,977	10,627,311	10,580,051	10,999,234
<b>Total</b>	<b>41,944,659</b>	<b>42,020,926</b>	<b>43,848,946</b>	<b>48,512,333</b>
Full-time Equivalents Total*	194.50	202.00	202.00	202.00

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The following information summarizes the programs in Promoting Healthy Aging Budget Summary Level:

### **Care Coordination**

The purpose of the Care Coordination Program is to support unpaid family caregivers with respite care and other services to enable them to continue caregiving.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Care Coordination	2,514,184	2,339,238	2,363,062	3,165,991
Full Time Equivalents Total	3.00	3.00	3.00	3.00

### **Case Management**

The purpose of the Case Management Program is to support older adults and adults with disabilities with in-home services to enable them to live independently in the community.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Case Management	27,750,498	29,054,377	30,905,833	34,347,107
Full Time Equivalents Total	159.50	167.00	167.00	167.00

### **Healthy Aging**

The purpose of the Healthy Aging Program is to provide older adults with resources and activities that promote social engagement and good health.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Healthy Aging	11,679,977	10,627,311	10,580,051	10,999,234
Full Time Equivalents Total	32.00	32.00	32.00	32.00

## Human Services Department

### **HSD - BO-HS-H7000 - Promoting Public Health**

The purpose of the Promoting Public Health Budget Summary Level is to provide funds for public health services and programs, including primary care, medical, dental, and specialty services, and access to health insurance for at-risk and vulnerable populations; programs to provide access to chemical and dependency services; and programs to reduce the disparities in health among the Seattle population.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
HIV Management	985,645	1,039,923	1,009,732	1,065,966
Physical Health Care	9,949,653	10,842,378	10,082,800	10,798,786
<b>Total</b>	<b>10,935,298</b>	<b>11,882,301</b>	<b>11,092,532</b>	<b>11,864,752</b>

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

*The following information summarizes the programs in Promoting Public Health Budget Summary Level:*

#### **HIV Management**

The purpose of the HIV Management Program is to support low-income individuals living with HIV with case management services to improve their quality of life and to provide education to prevent HIV transmission.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
HIV Management	985,645	1,039,923	1,009,732	1,065,966

#### **Physical Health Care**

The purpose of the Physical Health Care Program is to improve access to medical care and other health resources to vulnerable populations in Seattle including homeless individuals, families, and adults.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Physical Health Care	9,949,653	10,842,378	10,082,800	10,798,786

## Human Services Department

### **HSD - BO-HS-H8000 - Emergency Preparedness and Program Administration**

The purpose of the Emergency Preparedness and Provider Support Budget Summary Level is to provide planning and coordination around emergency preparedness for the department, other departments, and the community; and to provide innovation and strategic support to human services providers.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Emergency Preparedness and Program Administration	301,488	-	-	-
<b>Total</b>	<b>301,488</b>	-	-	-
Full-time Equivalent Total*	3.00	-	-	-

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*





# Seattle Department of Construction and Inspections

Nathan Torgelson, Director

(206) 684-8600

[www.seattle.gov/sdci](http://www.seattle.gov/sdci)

## Department Overview

The Seattle Department of Construction and Inspections (SDCI) administers City ordinances regulating building construction, the use of land, and housing. It supports Mayor Durkan's priority of delivering essential City services and building safer, more just communities.

SDCI is responsible for developing and enforcing policies and codes related to public safety, environmental protection, land use, construction and rental housing, including:

- Environmentally Critical Areas Ordinance (ECA)
- Housing and Building Maintenance Code (HBMC)
- Just Cause Eviction Ordinance
- Rental Registration and Inspection Ordinance (RRIO)
- Seattle Building and Residential Codes
- Seattle Condominium and Cooperative Conversion Ordinances
- Seattle Electrical Code
- Seattle Energy Code
- Seattle Grading Code
- Seattle Land Use Code
- Seattle Mechanical Code
- Seattle Noise Ordinance
- Seattle Rental Agreement Regulation Ordinance
- Seattle Shoreline Master Program (SSMP)
- Seattle Tenant Relocation Assistance Ordinance (TRAO)
- Seattle Tree Protection Ordinance
- State Environmental Policy Act (SEPA)
- Stormwater Code

SDCI reviews land use and construction-related permits, annually approving more than 51,000 permits and performing approximately 230,000 on-site inspections. SDCI's work includes permit review and community involvement with Master Use Permits (MUPs); shoreline permits and design review; review and approval of permits for construction, mechanical systems, site development, elevators, electrical installation, boilers, furnaces, refrigeration, signs and billboards; field inspections for all construction and trade-related permits; annual maintenance inspections of boilers, elevators, and refrigeration equipment; and home seismic retrofits.

SDCI also enforces compliance with the codes and handles more than 30,000 contacts per year at the Code Compliance Complaint Center.

SDCI operations are funded by a variety of fees and General Fund resources. SDCI must demonstrate that its fees are set to recover no more than the cost of related services. To provide this accountability, SDCI uses cost accounting to measure the full cost of its programs. Each program is allocated a share of departmental administration and other overhead costs to calculate the revenue requirements of the program.

# Seattle Department of Construction and Inspections

## Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
General Fund Support	6,475,731	7,287,347	7,278,032	7,639,343
Other Funding - Operating	64,112,475	77,647,791	78,524,738	87,902,900
<b>Total Operations</b>	<b>70,588,206</b>	<b>84,935,138</b>	<b>85,802,770</b>	<b>95,542,244</b>
<b>Total Appropriations</b>	<b>70,588,206</b>	<b>84,935,138</b>	<b>85,802,770</b>	<b>95,542,244</b>
Full-Time Equivalents Total*	405.50	411.50	411.50	425.50

\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

## Budget Overview

The City of Seattle continues to see historically high levels of development activity in 2019. In 2018, SDCI's volumes of construction permits, building and electrical inspections, and housing, zoning and construction complaints were in line with the record levels SDCI has seen over the past three years. While high permit levels continue in 2019, the pace of development is projected to decrease in 2020.

Due to the strength of the development cycle, 13 positions were added to SDCI in 2019 to support land use zoning review and shorten permit review times. The 2020 Proposed Budget includes these newly added positions, which have a sunset date of December 31, 2022. These positions are funded by permit fees and other building and land use revenues.

Accela is the City's enterprise-wide permitting system that allows greater sharing between departments that are using the system, including SDCI, the Seattle Department of Transportation and the Seattle Fire Department. Accela will also provide a more streamlined process for applicants. In September 2018, SDCI and the Seattle Information Technology Department (Seattle IT) signed a change order to accelerate enhancement work and issue resolution of the new permit, complaint, and land use tracking and permitting system upgrade for SDCI. This change order was extended to the end of 2019. Ongoing improvements are being made throughout 2020 and beyond as the department continues to enhance the new system. In addition, continued investment in the Accela permitting initiative will lead to more immediate permitting process improvements, and better customer experience and interaction. SDCI's proposed budget makes two additional investments in the Accela program: it adds \$241,000 for SDCI's share of City-wide Accela support by Seattle IT, and it adds \$1.6 million for SDCI-specific Accela work.

The proposed budget advances Mayor Durkan's goal of seizing opportunities to build a more vibrant city for the future by adding a new position to serve as an Accessory Dwelling Unit (ADU) navigator, as directed in Executive Order 2019-4. The department is also planning for the future by participating in environmental review work for Sound Transit 3, a \$54 billion public transit expansion with a major light rail investment within Seattle.

Except for Code Compliance and Land Use Code Development, SDCI is primarily fee-supported and its fees and charges are necessary to fund its permitting and inspections operations. Per state law and Seattle Municipal Code, all fees collected by SDCI for processing and inspecting permits are used for that purpose, and the fee structure is established accordingly. The 2020 Proposed Budget includes legislation that revises most of SDCI's 2020 fees and

## **Seattle Department of Construction and Inspections**

charges by 4% to align with the Consumer Price Index (CPI) increase. The legislation also adjusts the land use hourly fee from \$386 to \$394, consistent with direction provided by Council during the 2019 Adopted Budget process. The proposed budget also includes legislation to update SDCI's fund policies to make them consistent with current naming conventions and related practices. Please see the legislation for more detail.

# Seattle Department of Construction and Inspections

## Incremental Budget Changes

### Seattle Department of Construction and Inspections

	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>85,802,770</b>	<b>411.50</b>
<b>Baseline</b>		
Citywide Indirect Costs Accela O&M Baseline Adjustment	-	-
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	3,682,936	-
2020 State Paid Family Medical Leave Increase Base Budget	55,500	-
Citywide Adjustments for Standard Cost Changes	1,146,355	-
Divisional Indirect Costs Green Sheet Position Restoration Baseline Adjustment	-	-
Reallocate Budget for Site Inspection Position to Site Development Program	-	-
<b>Proposed Operating</b>		
Accessible Dwelling Unit (ADU) Navigator	118,013	1.00
Divide Building Official and Principal Engineer Positions	198,838	1.00
Parking Fee Increase	352,800	-
Increased Position Costs from Business-Driven Position Reclassifications and Position Alignments	87,675	-
Mayor-Directed Efficiencies in Vacancies	-	(1.00)
RRIO Inspections Program Positions	-	-
Seattle Department of Construction and Inspections Accela Work Group	1,607,807	-
Increase Seattle IT Allocation to Fund Accela Support	240,627	-
Seattle Department of Construction and Inspections Laptop Purchase	401,465	-
<b>Proposed Technical</b>		
Land Use Zoning Reviewers related to CBA	1,847,457	13.00
Overhead Technical Adjustment	-	-
<b>Total Incremental Changes</b>	<b>\$9,739,474</b>	<b>14.00</b>
<b>Total 2020 Proposed Budget</b>	<b>\$95,542,244</b>	<b>425.50</b>

## Description of Incremental Budget Changes

### Baseline

#### Citywide Indirect Costs Accela O&M Baseline Adjustment

Expenditures -

This baseline adjustment transfers \$1 million associated with Accela operations and maintenance (O&M) from the IT Allocation in the Leadership & Administration BSL to the Process Improvements & Technology BSL. This adjustment is within SDCI's Construction and Inspections Fund.

# Seattle Department of Construction and Inspections

## 2020 Coalition and Non-Rep Annual Wage Increase Base Budget

Expenditures \$3,682,936

This centrally administered change adjusts appropriations to reflect the Annual Wage Increase, as outlined in the tentative agreement between the City and the Coalition of Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor. \$310,000 of this increase is from the General Fund, \$10,000 is from the Unrestricted Cumulative Reserve Fund, and \$3,362,936 is from SDCI's Construction and Inspections Fund.

## 2020 State Paid Family Medical Leave Increase Base Budget

Expenditures \$55,500

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the tentative agreement with the Coalition of Unions moves a portion of the cost responsibility to the employee, with the City paying the remainder. This item increases appropriations to account for the City's obligation for all employees. General Fund supports \$5,000 of this increase and \$50,500 is from SDCI's Construction and Inspections Fund.

## Citywide Adjustments for Standard Cost Changes

Expenditures \$1,146,355

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including the Department of Finance & Administrative Services (FAS) rates, Information Technology rates and Human Resources rates, health care, retirement and industrial insurance charges for the department. This adjustment also includes a transfer of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City's efforts to improve investigative processes and practices across the City departments. While the internal service rates are final for 2020, some of the other adjustments reflect initial assumptions about these costs and inflators early in the budget process.

## Divisional Indirect Costs Green Sheet Position Restoration Baseline Adjustment

Expenditures -

This adjustment corrects budget allocations for three Admin Spec II positions that were restored by the City Council in Green Sheet 33-2-A-2-2019; this is required because the Council added back the full budget for these positions to the Leadership & Administration BSL, but the budget should have been split between the Leadership & Administration BSL and the Inspections BSL.

## Reallocate Budget for Site Inspection Position to Site Development Program

Expenditures -

This adjustment realigns a position in the correct BSL/Program. A 1.0 FTE Site Dev Insp should have been allocated to Site Development in the Permit Services BSL; it was instead allocated to Site Inspections in the Inspections BSL. This change was a result of the restructure of the Site Development group during 2018 due to Summit Reimplementation.

## Proposed Operating

### Accessible Dwelling Unit (ADU) Navigator

Expenditures \$118,013

Position Allocation 1.00

# Seattle Department of Construction and Inspections

Mayor Durkan directed SDCI to add a new “Accessory Dwelling Unit (ADU) Navigator” position via Executive Order 2019-4 to help guide homeowners through the permitting process for ADUs and Detached Accessory Dwelling Units (DADUs). A 2019 Third Quarter Supplemental Budget Ordinance item adds the position authority and budget appropriation for this position during only 2019. This action provides on-going budget appropriation and position authority for 1.0 FTE Permit Spec II position in SDCI’s Permit Services BSL. This position is supported by fees in the Construction and Inspections Fund.

## Divide Building Official and Principal Engineer Positions

Expenditures	\$198,838
Position Allocation	1.00

This action adds 1.0 FTE Executive 2 position in the Permit Services program in preparation for the retirement of the individual who currently holds the titles of both Principal Engineer and Building Official. This position will provide continuity of service and is supported by fees in the Construction and Inspections Fund.

## Parking Fee Increase

Expenditures	\$352,800
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This item covers costs for parking fee increases during 2019. Costs rose from approximately \$85/month per space to \$300/month per space. Parking fees were not previously budgeted in SDCI. The fees are paid for by Construction and Inspections Fund fees.

## Increased Position Costs from Business-Driven Position Reclassifications and Position Alignments

Expenditures	\$87,675
Position Allocation	-

The action increases appropriation authority to cover increased labor costs due to seven position reclassifications that allow SDCI to better fulfill its business needs, improve customer service response levels, and retain talented staff. The General Fund supports \$8,554 of this item; the remaining \$79,121 is supported by SDCI's Construction and Inspections Fund.

## Mayor-Directed Efficiencies in Vacancies

Position Allocation	(1.00)
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This action reduces position authority only for a 1.0 FTE Code Compliance Analyst position in the Compliance program. A sunset position was added in the 2015 Second Quarter Supplemental Budget Ordinance to assist with the Shoreline Management Program. This position was added as an ongoing position in the 2016 Adopted Budget, and Seattle HR inadvertently added another pocket for the same body of work.

## RRIO Inspections Program Positions

Position Allocation	-
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This action extends one position's sunset date from December 31, 2019 to December 31, 2022 and converts another sunset position to a regular ongoing position in order to maintain staffing capacity in support of the Rental Registration and Inspection Ordinance (RRIO) program. Ordinance 125705 changed the RRIO program’s registration renewal cycle from five years to two years and adjusted RRIO program fees. The costs associated with these positions are included in the baseline, so there are no incremental costs. These positions are supported by RRIO fees in the Construction and Inspections Fund.

# Seattle Department of Construction and Inspections

## Seattle Department of Construction and Inspections Accela Work Group

Expenditures \$1,607,807

This action establishes a dedicated Seattle Information Technology Department (Seattle IT) project and provides nine positions in Seattle IT for the Seattle Department of Construction and Inspection's (SDCI's) Accela work items. The project supports ongoing innovation and enhancements that maximize efficiency and optimize customer experiences with permitting technology. This item allows quick response to new legislation and Mayor's Office priorities that require changes to Accela and related side systems; it also supports continued improvements to Accela as identified by SDCI. Of this amount, \$25,425 is one-time and the remainder is ongoing. This item is supported by permit fee revenues from the Construction and Inspections Fund.

## Increase Seattle IT Allocation to Fund Accela Support

Expenditures \$240,627

Seattle IT added positions to support the Permitting System Integration (PSI) body of work. This item adds expenditure authority to SDCI to fund its allocation of expenditures for PSI. Please see Seattle IT's budget book pages for more detail in the "Increase Staff Support for Accela Program" item. This item is funded by permit fees in SDCI's Construction and Inspections Fund.

## Seattle Department of Construction and Inspections Laptop Purchase

Expenditures \$401,465

These funds support the Seattle Department of Construction and Inspection's purchase of 140 laptops and laptop accessories. This one-time purchase of laptops will replace desktop computers. General Fund supports \$34,411 of this item and the remaining \$367,054 is from the Construction and Inspections Fund.

### Proposed Technical

#### Land Use Zoning Reviewers related to CBA

Expenditures \$1,847,457

Position Allocation 13.00

This technical item increases budget appropriation and position authority for 11.0 FTE Land Use Planner III, 1.0 FTE Land Use Planner IV, and 1.0 FTE Permit Spec II positions with sunset dates of December 31, 2022. These 13 positions were added with the use of 2019 Contingent Budget Authority (CBA) and the subsequent 2019 Second Quarter Supplemental Budget Ordinance. The addition of these positions will reduce permit issuance times and reduce the backlog of zoning, discretionary land use, and addressing reviews. These positions are supported by fees in the Construction and Inspections Fund.

#### Overhead Technical Adjustment

Expenditures -

This action adjusts the distribution of indirect overhead expenses across programs to account for changes in the following budget programs: Compliance; Government Policy Safety & Support; Indirect Cost Recovery Offset; Inspections; Land Use Services; Permit Services; and Rental Housing. The adjustment also redistributes indirect overhead across SDCI programs consistent with the proposed budget. This budget-neutral adjustment represents a \$19,354 General Fund decrease and a corresponding increase from the Construction and Inspections Fund.

# Seattle Department of Construction and Inspections

## Expenditure Overview

Appropriations	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>SDCI - BO-CI-U2200 - Land Use Services</b>				
00100 - General Fund	455,428	402,557	407,266	421,916
48100 - Construction and Inspections	16,350,915	19,624,006	19,850,762	23,230,190
<b>Total for BSL: BO-CI-U2200</b>	<b>16,806,343</b>	<b>20,026,563</b>	<b>20,258,028</b>	<b>23,652,106</b>
<b>SDCI - BO-CI-U2300 - Permit Services</b>				
48100 - Construction and Inspections	21,426,868	26,444,409	26,685,232	28,422,917
<b>Total for BSL: BO-CI-U2300</b>	<b>21,426,868</b>	<b>26,444,409</b>	<b>26,685,232</b>	<b>28,422,917</b>
<b>SDCI - BO-CI-U23A0 - Inspections</b>				
00100 - General Fund	82,280	134,834	133,752	132,007
48100 - Construction and Inspections	21,427,468	23,851,532	24,174,508	25,307,681
<b>Total for BSL: BO-CI-U23A0</b>	<b>21,509,748</b>	<b>23,986,367</b>	<b>24,308,261</b>	<b>25,439,688</b>
<b>SDCI - BO-CI-U2400 - Compliance</b>				
00100 - General Fund	4,594,785	5,510,528	5,483,881	5,778,217
00164 - Unrestricted Cumulative Reserve Fund	120,227	132,670	131,613	141,613
30010 - REET I Capital Fund	308,891	360,000	360,000	360,000
48100 - Construction and Inspections	2,222,050	3,412,051	3,474,179	3,811,199
<b>Total for BSL: BO-CI-U2400</b>	<b>7,245,953</b>	<b>9,415,249</b>	<b>9,449,673</b>	<b>10,091,029</b>
<b>SDCI - BO-CI-U2500 - Leadership and Administration</b>				
48100 - Construction and Inspections	-	198,000	198,000	29,235
<b>Total for BSL: BO-CI-U2500</b>	<b>-</b>	<b>198,000</b>	<b>198,000</b>	<b>29,235</b>
<b>SDCI - BO-CI-U2600 - Government Policy, Safety &amp; Support</b>				
00100 - General Fund	1,343,239	1,239,427	1,253,132	1,307,203
48100 - Construction and Inspections	1,037,676	1,373,179	1,387,344	1,447,057
<b>Total for BSL: BO-CI-U2600</b>	<b>2,380,915</b>	<b>2,612,607</b>	<b>2,640,477</b>	<b>2,754,259</b>
<b>SDCI - BO-CI-U2800 - Process Improvements &amp; Technology</b>				
48100 - Construction and Inspections	1,218,379	2,251,943	2,263,099	5,153,009
<b>Total for BSL: BO-CI-U2800</b>	<b>1,218,379</b>	<b>2,251,943</b>	<b>2,263,099</b>	<b>5,153,009</b>
<b>Department Total</b>	<b>70,588,206</b>	<b>84,935,138</b>	<b>85,802,770</b>	<b>95,542,244</b>
<b>Department Full-Time Equivalents Total*</b>	<b>405.50</b>	<b>411.50</b>	<b>411.50</b>	<b>425.50</b>

\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here



## Seattle Department of Construction and Inspections

### Budget Summary by Fund Seattle Department of Construction and Inspections

	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2020</b>
	<b>Actuals</b>	<b>Adopted</b>	<b>Endorsed</b>	<b>Proposed</b>
00100 - General Fund	6,475,731	7,287,347	7,278,032	7,639,343
00164 - Unrestricted Cumulative Reserve Fund	120,227	132,670	131,613	141,613
30010 - REET I Capital Fund	308,891	360,000	360,000	360,000
48100 - Construction and Inspections	63,683,358	77,155,121	78,033,125	87,401,287
<b>Budget Totals for SDCI</b>	<b>70,588,206</b>	<b>84,935,138</b>	<b>85,802,770</b>	<b>95,542,244</b>

# Seattle Department of Construction and Inspections

## Revenue Overview

### 2020 Estimated Revenues

Account Code	Account Name	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
350020	Fines/Forfeits-Non-Pkg Infract	-	-	-	225,000
<b>Total Revenues for: 00100 - General Fund</b>		-	-	-	<b>225,000</b>
321900	Bus Lic&Perm-Other	73,697	-	-	-
322000	Non-Business Licenses And Perm	5,184	-	-	-
322010	Nonbus Lic&Perm-Bldngs&Strc	38,284,608	37,882,492	37,877,885	37,677,859
322020	Nonbus Lic&Perm-Refrigerati	1,091,015	1,245,975	1,263,003	1,733,130
322030	Nonbus Lic&Perm-Use	10,276,103	11,353,522	11,532,914	11,249,285
322050	Nonbus Lic&Perm-Electrical	9,339,811	7,675,307	7,725,266	8,566,486
322060	Nonbus Lic&Perm-Sign	561,553	567,289	584,307	577,706
322070	Nonbus Lic&Perm-Boiler	931,631	1,415,099	1,443,401	1,375,573
322080	Nonbus Lic&Perm-Elevator	4,565,464	4,500,275	4,635,284	4,702,267
322090	Nonbus Lic&Perm-Furn & Oil	819,953	-	-	-
322270	Nonbus Lic&Perm-Energy	481,000	-	-	-
322900	Nonbus Lic&Perm-Other	11,124	-	-	-
341050	Word Proc/Printing/Dupl Svcs	8,292	-	-	-
341060	Photocopy Svcs	63	-	-	-
341090	Sales Of Merchandise	4,461	-	-	-
341190	Personnel Service Fees	244,709	-	-	-
341340	Purchasing Services	1,603	-	-	-
341900	General Government-Other Rev	118,779	1,252,247	1,368,238	2,097,704
342070	Condominium Conversion Fees	4,266	-	-	-
342080	Vacant Building Inspect Fees	57,689	-	-	-
342100	Rental Housing Regist Fees	540,766	1,979,777	1,837,222	1,837,222
342110	Other Protective Inspect Fees	310	-	-	-
343180	Drainage Permit Fees	2,923,027	3,817,510	3,891,329	4,658,000
343300	Abatement Charges	677,701	-	-	-
343310	Recoveries	2,176,541	1,200,000	1,200,000	1,200,000
344900	Transportation-Other Rev	605,937	327,642	332,463	550,299
350020	Fines/Forfeits-Non-Pkg Infract	138,124	-	-	-
350180	Misc Fines & Penalties	107,765	-	-	-
350190	Nsf Check Fees	231	-	-	-
360020	Inv Earn-Residual Cash	1,736,431	1,176,338	1,176,338	1,176,338
360220	Interest Earned On Deliquent A	38,707	-	-	-
360360	Sponsorship And Royalties	1,470	-	-	-

## Seattle Department of Construction and Inspections

360540	Cashiers Overages & Shortages	(912)	-	-	-
360900	Miscellaneous Revs-Other Rev	-	8,064,477	8,064,477	8,064,477
<b>Total Revenues for: 48100 - Construction and Inspections</b>		<b>75,827,100</b>	<b>82,457,950</b>	<b>82,932,126</b>	<b>85,466,347</b>
400000	Use of/Contribution to Fund Balance	(12,143,743)	(5,302,829)	(4,899,001)	1,934,941
<b>Total Resources for:48100 - Construction and Inspections</b>		<b>63,683,357</b>	<b>77,155,121</b>	<b>78,033,125</b>	<b>87,401,288</b>
<b>Total SDCI Resources</b>		<b>63,683,357</b>	<b>77,155,121</b>	<b>78,033,125</b>	<b>87,626,288</b>

# Seattle Department of Construction and Inspections

## Appropriations by Budget Summary Level and Program

### SDCI - BO-CI-U2200 - Land Use Services

The purpose of the Land Use Services Budget Summary Level is to provide land use permitting services.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Land Use Services	16,806,343	18,354,322	18,585,787	21,979,865
Land Use Services CBA	-	1,672,241	1,672,241	1,672,241
<b>Total</b>	<b>16,806,343</b>	<b>20,026,563</b>	<b>20,258,028</b>	<b>23,652,106</b>
Full-time Equivalents Total*	86.00	86.00	86.00	99.00

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Land Use Services Budget Summary Level:

#### **Land Use Services**

The purpose of the Land Use Services Program is to provide land use permitting services to project applicants, City of Seattle departments, public agencies, and residents. Land Use staff provide permit process information and regulatory expertise to inform pre-application construction project design. Land Use staff also review development concepts as part of a developer's permit application. The Land Use review process includes eliciting public input and facilitating public meetings and design review board meetings. It may also include coordination with various city and county agencies, defending project decisions during appeal to the Hearing Examiner or coordinating the department recommendation for a development application through the City Council approval process. These services are intended to ensure that development proposals are reviewed in a fair, reasonable, efficient, and predictable manner, and to ensure that the plans substantially comply with applicable codes, legal requirements, policies, and community design standards.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Land Use Services	16,806,343	18,354,322	18,585,787	21,979,865
Full Time Equivalents Total	86.00	86.00	86.00	99.00

#### **Land Use Services CBA**

The purpose of the Land Use Services CBA Program is to display the amount of unallocated Contingent Budget Authority (CBA) in the Land Use Services BSL that has not been accessed. In contrast, CBA that is accessed is appropriated in the programs in which it will be spent.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Land Use Services CBA	-	1,672,241	1,672,241	1,672,241

# Seattle Department of Construction and Inspections

## SDCI - BO-CI-U2300 - Permit Services

The purpose of the Permit Services Budget Summary Level is to facilitate the review of development plans and processing of permits.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Permit Services	21,426,868	22,778,273	23,019,096	24,756,782
Permit Services CBA	-	3,666,136	3,666,136	3,666,136
<b>Total</b>	<b>21,426,868</b>	<b>26,444,409</b>	<b>26,685,232</b>	<b>28,422,917</b>
Full-time Equivalents Total*	103.00	103.00	103.00	105.00

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Permit Services Budget Summary Level:

### Permit Services

The purpose of the Permit Services Program is to facilitate the review of development plans and processing of permits.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Permit Services	21,426,868	22,778,273	23,019,096	24,756,782
Full Time Equivalents Total	103.00	103.00	103.00	105.00

### Permit Services CBA

The purpose of the Permit Services CBA Program is to display the amount of unallocated Contingent Budget Authority (CBA) in the Permit Services BSL that has not been accessed for construction plan review and peer review contracts. In contrast, CBA that is accessed is appropriated in the programs in which it will be spent.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Permit Services CBA	-	3,666,136	3,666,136	3,666,136

# Seattle Department of Construction and Inspections

## **SDCI - BO-CI-U23A0 - Inspections**

The purpose of the Inspections Budget Summary Level is to provide on-site inspections of property under development, inspections of mechanical equipment at installation and on an annual or biennial cycle, and certification of installers and mechanics.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Inspections	21,509,748	21,260,266	21,582,160	22,713,587
Inspections Services CBA	-	2,726,100	2,726,100	2,726,100
<b>Total</b>	<b>21,509,748</b>	<b>23,986,367</b>	<b>24,308,261</b>	<b>25,439,688</b>
Full-time Equivalents Total*	102.00	103.00	103.00	103.00

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Inspections Budget Summary Level:

### **Inspections**

The purpose of the Inspections Program is to provide timely on-site inspections of property under development at predetermined stages of construction; work closely with project architects, engineers, developers, contractors, and other City of Seattle departments to approve projects as substantially complying with applicable City codes, ordinances, and approved plans; and to issue final approvals for occupancy.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Inspections	21,509,748	21,260,266	21,582,160	22,713,587
Full Time Equivalents Total	102.00	103.00	103.00	103.00

### **Inspections Services CBA**

The purpose of the Inspections Services CBA Program is to display the amount of Contingent Budget Authority (CBA) that has not been accessed within the Inspections BCL for construction inspections and electrical inspections with plan review. In contrast, CBA that is accessed is appropriated in the programs in which it will be spent.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Inspections Services CBA	-	2,726,100	2,726,100	2,726,100

# Seattle Department of Construction and Inspections

## **SDCI - BO-CI-U2400 - Compliance**

The purpose of the Compliance Budget Summary Level is to ensure properties and buildings are used and maintained according to code standards, reduce deterioration of structures and properties, and enforce tenant protections.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Compliance	5,972,860	7,401,114	7,411,445	7,966,472
Rental Housing	1,273,093	2,014,135	2,038,228	2,124,557
<b>Total</b>	<b>7,245,953</b>	<b>9,415,249</b>	<b>9,449,673</b>	<b>10,091,029</b>
Full-time Equivalents Total*	47.00	50.50	50.50	49.50

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Compliance Budget Summary Level:

### **Compliance**

The purpose of the Compliance Program is to investigate and respond to violations of code standards for the use, maintenance, management and development of real properties and buildings, facilitate compliance by property owners and other responsible parties, pursue enforcement actions against violators through the legal system, reduce the deterioration of structures and properties to reduce blight, and manage the adoption of administrative rules and response to claims.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Compliance	5,972,860	7,401,114	7,411,445	7,966,472
Full Time Equivalents Total	35.00	37.50	37.50	36.50

### **Rental Housing**

The purpose of the Rental Housing Program is to improve the quality of the rental housing stock in Seattle and investigate and respond to violations of tenant relocation and eviction regulations. By registering and inspecting all rental housing properties the program helps ensure key life, health and safety standards are met. The program provides assistance to property owners and tenants regarding relocation assistance, just cause eviction, and other duties and responsibilities of owners and tenants.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Rental Housing	1,273,093	2,014,135	2,038,228	2,124,557
Full Time Equivalents Total	12.00	13.00	13.00	13.00

# Seattle Department of Construction and Inspections

## **SDCI - BO-CI-U2500 - Leadership and Administration**

The purpose of the Leadership & Administration Budget Summary Level is to lead and direct department employees, provide policy guidance, and oversee relationships with the community.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Citywide Indirect Costs	465	21,226,694	21,978,020	22,090,564
Departmental Indirect Costs	(140,913)	3,467,073	3,470,413	3,813,536
Divisional Indirect Costs	140,448	2,851,001	2,852,107	2,783,467
Indirect Cost Recovery Offset	-	(27,346,768)	(28,102,540)	(28,658,332)
<b>Total</b>	<b>-</b>	<b>198,000</b>	<b>198,000</b>	<b>29,235</b>
Full-time Equivalents Total*	58.00	59.00	59.00	59.00

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

*The following information summarizes the programs in Leadership and Administration Budget Summary Level:*

### **Citywide Indirect Costs**

The purpose of the Citywide Indirect Costs Program is to collect and allocate departmental central costs such as pooled costs, paid-time-off, and other City central costs. The costs in this program are allocated to all department programs except the Contingent Budget Authority (CBA) Programs, the Process Improvements & Technology (PI&T) Program, and other programs in Leadership and Administration.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Citywide Indirect Costs	465	21,226,694	21,978,020	22,090,564

### **Departmental Indirect Costs**

The purpose of the Departmental Indirect Costs Program is to lead department employees; provide policy guidance, financial stewardship, and employee support; and oversee relationships with the community, government agencies, and the media. The costs in this program are allocated to all department programs except the Contingent Budget Authority (CBA) Programs, the Process Improvements & Technology (PI&T) Program, and other programs in Leadership and Administration.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Departmental Indirect Costs	(140,913)	3,467,073	3,470,413	3,813,536
Full Time Equivalents Total	32.00	32.00	32.00	32.00



# Seattle Department of Construction and Inspections

## Divisional Indirect Costs

The purpose of the Divisional Indirect Costs Program is to provide support functions for SDCI's primarily fee funded programs: Land Use Services, Permit Services, Inspections; and for the fee-funded portion of the Government Policy, Safety and Support Program. The costs in this program are allocated only to the programs described above.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Divisional Indirect Costs	140,448	2,851,001	2,852,107	2,783,467
Full Time Equivalents Total	26.00	27.00	27.00	27.00

## Indirect Cost Recovery Offset

The purpose of the Indirect Cost Recovery Offset Program is to offset the proportionate share of Citywide Indirect Costs, Departmental Indirect Costs, and Divisional Indirect Costs that allocate to the department's other Budget Summary Level programs as overhead. It is necessary to offset the full cost of indirect cost programs to calculate the budget appropriation and revenue requirements of the related programs.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Indirect Cost Recovery Offset	-	(27,346,768)	(28,102,540)	(28,658,332)

## Seattle Department of Construction and Inspections

### **SDCI - BO-CI-U2600 - Government Policy, Safety & Support**

The purpose of the Government Policy, Safety & Support Budget Summary Level is to develop and update land use code and technical code regulations, manage the public disclosure of documents, and provide appropriate support for disaster preparation, mitigation, response, and recovery services.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Govt Policy, Safety & Support	2,380,915	2,612,607	2,640,477	2,754,259
<b>Total</b>	<b>2,380,915</b>	<b>2,612,607</b>	<b>2,640,477</b>	<b>2,754,259</b>
Full-time Equivalents Total*	9.50	10.00	10.00	10.00

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### **SDCI - BO-CI-U2800 - Process Improvements & Technology**

The purpose of the Process Improvements and Technology Budget Summary Level is to allow the department to plan and implement continuous improvements to its business processes, including related staff training and equipment purchases. The purpose includes ensuring the Department's major technology investments are maintained, upgraded, or replaced when necessary.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Process Improvements and Tech	1,218,379	2,251,943	2,263,099	5,153,009
<b>Total</b>	<b>1,218,379</b>	<b>2,251,943</b>	<b>2,263,099</b>	<b>5,153,009</b>

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

# Office of Economic Development

Bobby Lee, Director

(206) 684-8090

[www.seattle.gov/economicdevelopment](http://www.seattle.gov/economicdevelopment)

## Department Overview

The Office of Economic Development (OED) seeks to foster an inclusive economy that grows family-wage jobs and increases wealth among underserved communities. OED promotes shared prosperity for all Seattleites, economic growth that is equitable, robust, and enduring. OED supports a healthy business environment for underserved populations, empowers entrepreneurs to innovate, grow and compete, while at the same time supporting low-income Seattle residents to develop their talent towards viable career paths. OED invests in four primary program areas all targeting underserved populations: supporting entrepreneurs; building healthy and vibrant neighborhood business districts; developing the talent of youth and adults; and partnering with key industry sectors. The core services OED provides capitalize on Seattle's economic strengths, particularly in the industry areas of manufacturing and maritime, technology, startups, restaurants, health care, life sciences and global health, clean technology, and the creative economy. To accomplish this mission, the office delivers services designed to:

- support the retention and growth of local small businesses owned by underserved populations through technical assistance, access to capital, affordable commercial space, mentorship and marketing;
- increase the number of low-income youth and adults who obtain the skills necessary to meet industry's needs for qualified workers by building collaborations with community-based organizations in the service of youth and providing Career Connected Learning Grants to support youth career readiness;
- support neighborhood business districts through direct funding, technical support and Business Improvement Area (BIA) formation;
- streamline and advance policies and practices and develop partnerships that lead to sustainable economic growth with shared prosperity;
- attract and establish new business via domestic and international investments; and
- support the City's prioritization of film and special events through advocacy and permit coordination to encourage and grow film production and public events in a way that maximizes positive business, economic, and cultural activity while ensuring public safety.

In addition to these services, OED manages many financing programs to increase access to capital for projects from micro-loans to major capital lending. Among these financing tools are three federal programs: 1) Individual Development Accounts (IDAs), a matched savings program in which the City provides Community Development Block Grant funds to low-income owned businesses that demonstrate savings and take business training courses; 2) New Markets Tax Credits (NMTC) which leverage private investment in low-income communities through federal tax incentives; and 3) U.S. Department of Housing and Urban Development (HUD) Section 108 loans which provide financing for economic development projects benefiting low and middle-income individuals.

## Office of Economic Development

### Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
General Fund Support	11,979,782	10,682,954	10,199,595	11,226,246
<b>Total Operations</b>	<b>11,979,782</b>	<b>10,682,954</b>	<b>10,199,595</b>	<b>11,226,246</b>
<b>Total Appropriations</b>	<b>11,979,782</b>	<b>10,682,954</b>	<b>10,199,595</b>	<b>11,226,246</b>
Full-Time Equivalents Total*	35.50	35.50	35.50	36.00

*\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### Budget Overview

The Office of Economic Development (OED), under the leadership of its new director, is implementing an Inclusive Economy Agenda. This mission rests on three OED competencies to serve underserved populations: building self-sufficiency and improving access to employment, family-wage job and wealth creation, and capacity-building for neighborhood resilience in the face of displacement. Those three competencies, in turn, are reflected in various office programs: workforce development and training, small business support and technical assistance, industry cluster development, and neighborhood business district support.

As part of this new mission, OED will work with the Office of Arts and Culture (Arts) to launch the Creative Industry Cluster program in the 2020 Proposed Budget. This is a result of the two offices agreeing to reorganize and repurpose the Office of Film and Music (OFM), which exists within OED, to support the growing needs of Seattle's creative economy. This restructure adds or repurposes existing positions in OED and transfers admissions tax-backed positions and programming back to Arts. This allows OED's teams and their economic development tools to fully support and invest in the new initiative. The Creative Industry Cluster program will be led by OFM as a new component of OED's Industry Support Team.

OED will also expand its small business support to include more funding by adding two new funds: The Business Stabilization and Tenant Improvement Funds. These funds will help small businesses navigate the difficulties of short-term setbacks and encourage commercial affordability in areas of high displacement. OED will repurpose some of its Only in Seattle (OIS) funding towards these two funds and the General Fund will backfill the original OIS funding.

## Office of Economic Development

### Incremental Budget Changes

#### Office of Economic Development

	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>10,199,595</b>	<b>35.50</b>
<b>Baseline</b>		
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	340,293	-
2020 State Paid Family Medical Leave Increase Base Budget	5,689	-
Citywide Adjustments for Standard Cost Changes	73,992	-
Technical Adjustment Salary & Benefits Transfer	-	-
City Business Recruitment & Attraction Services	100,000	-
Director Salary Adjustment	31,470	-
Funding for Staff-Initiated Position Reclassifications	51,491	-
Pay Equity Funding	-	-
Transgender Economic Empowerment Program	185,000	-
<b>Proposed Operating</b>		
OFM Reorganization & Creative Industry Cluster	(61,284)	-
Small Business Support Expansion	300,000	-
Adding Accounting Capacity	-	0.50
<b>Total Incremental Changes</b>	<b>\$1,026,651</b>	<b>0.50</b>
<b>Total 2020 Proposed Budget</b>	<b>\$11,226,246</b>	<b>36.00</b>

### Description of Incremental Budget Changes

#### Baseline

##### 2020 Coalition and Non-Rep Annual Wage Increase Base Budget

Expenditures \$340,293

This centrally administered change adjusts appropriations to reflect the Annual Wage Increase, as outlined in the tentative agreement between the City and the Coalition of Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor.

##### 2020 State Paid Family Medical Leave Increase Base Budget

Expenditures \$5,689

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the tentative agreement with the Coalition of Unions moves a portion of the cost responsibility to the employee in 2020, with the City paying the remainder. This item increases appropriations to account for the City's obligation for all employees.

# Office of Economic Development

## Citywide Adjustments for Standard Cost Changes

Expenditures \$73,992

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including the Department of Finance & Administrative Services rates, Information Technology rates and Human Resources rates, health care, retirement and industrial insurance charges for the department. This adjustment also includes a transfer of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City's efforts to improve investigative processes and practices across the City departments. While the internal service rates are final for 2020, some of the other adjustments reflect initial assumptions about these costs and inflators early in the budget process.

## Technical Adjustment Salary & Benefits Transfer

Expenditures -

This is a technical, net-zero adjustment that moves position-related costs from the Business Services budget program to the Department Indirect Costs budget program.

## City Business Recruitment & Attraction Services

Expenditures \$100,000

This item adds \$100,000 in ongoing funding to encourage business recruitment to and retention in Seattle.

## Director Salary Adjustment

Expenditures \$31,470

This item adds \$31,000 in ongoing funding to pay for the additional position-related costs of hiring a new office director.

## Funding for Staff-Initiated Position Reclassifications

Expenditures \$51,491

This item adds \$51,000 in ongoing funding to pay for multiple, staff-initiated reclasses of job classifications approved by the Seattle Human Resources Department.

## Pay Equity Funding

Expenditures -

This proposal uses \$119,000 in existing resources, including those made available from the reorganization of the Office of Film and Music, to address ongoing pay equity issues for office staff as researched and confirmed by Seattle Department of Human Resources.

## Transgender Economic Empowerment Program

Expenditures \$185,000

This item adds \$185,000 in ongoing funding for a transgender economic empowerment program. In the 2019 Adopted Budget, Council placed an ongoing proviso on this amount for this work in the office. There are no available resources to fund this ongoing program in the existing budget of the office.

# Office of Economic Development

## Proposed Operating

### **OFM Reorganization & Creative Industry Cluster**

Expenditures	\$ (61,284)
Position Allocation	-

In 2019, the Mayor's Office directed the Office of Economic Development (OED) and the Office of Arts and Culture (Arts) to review the mission and programming of the Office of Film and Music (OFM), which is within OED. Both offices agreed to an OFM reorganization to better sync their efforts to better support the creative economy. There are two components to this reorganization:

- **Transfer of admissions tax-backed staffing and programming to Arts.** OFM will transfer back to Arts programming and a position funded by Arts' admission tax revenues: a 1.0 FTE Strategic Advisor 1 to Arts to continue the role of a Creative Economy Business Advocate, a position that will be shared with OED, and \$50,000 in annual support for the Seattle Music Commission.
- **Repurposing of OFM Resources.**
  - New Creative Industry Cluster program. OED will add capacity to build out its creative economy cluster strategy, helping both Arts and OED support the growth of the local creative sector covering everything from film to music to gaming. These positions are changed or added: a 1.0 FTE Strategic Advisor 3 position, previously filled by the OFM director, will now be the Creative Industry Cluster Director; and a 1.0 FTE Strategic Advisor 2 will be added to provide focused policy and program development support for the overall Creative Industry Cluster program, costing \$164,000. A 1.0 FTE Strategic Advisor 1, the Film & Special Events program lead; a 1.0 FTE Strategic Advisor 2, the Nightlife Business Advocate; 2.0 FTE Admin Staff Assistants, acting permitting specialists; and 1.0 FTE Admin Specialist I BU will remain unchanged.
  - Officewide capacity and budgetary needs. OED will reclassify a 1.0 FTE Admin Spec II BU in OFM as a Community Development Specialist for data collection and analysis in OED, resulting in a \$7,000 funding increase. OED will also use its OFM resources to fund a baseline add of \$119,000 to address pay equity issues within the office (please see baseline changes).

### **Small Business Support Expansion**

Expenditures	\$300,000
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This proposal expands the tools available to the Only in Seattle (OIS) program to include two designated funds to assist more small businesses, the Business Stabilization and Tenant Improvement Funds. Whereas before OIS programming focused on improving the capacity of small business districts, the OIS program will work closer with the Small Business Development program to tap new funding options for individual small businesses. The Business Stabilization Fund will help small businesses facing short-term emergencies, such as theft, vandalism, or emergency repairs, with a focus on those in high-risk displacement neighborhoods. The Tenant Improvement Fund encourages the development of affordable commercial tenant improvements for businesses in high displacement risk areas. Both these funds are part of the office's new Inclusive Economy Agenda, which aims to reduce barriers to economic success for small business owners. Of the \$852,000 in Community Development Block Grant that funds OIS, part of its \$1.5 million total, \$300,000 will be repurposed to support these two new small business funds. The General Fund will backfill OIS by the same amount to keep the program whole.

## Office of Economic Development

### Adding Accounting Capacity

Expenditures	-
Position Allocation	0.50

This proposal uses \$56,000 of the office's existing resources to reallocate two existing staff to new classifications that reflect their increased level of responsibility with respect to the management and administration of the accounting and finances. This additional responsibility is needed as the office continues to adjust to the increased work volume of the City's accounting system, PeopleSoft 9.2, which was implemented in 2018. The Finance Analyst, Senior, becomes a Strategic Advisor 1, in Finance, Budget, and Accounting; and the part-time Accounting Technician II becomes a full-time Accounting Technician III.



## Office of Economic Development

### Expenditure Overview

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Appropriations</b>				
<b>OED - BO-ED-ADMIN - Leadership and Administration</b>				
00100 - General Fund	1,862,926	2,196,833	2,153,999	2,560,152
<b>Total for BSL: BO-ED-ADMIN</b>	<b>1,862,926</b>	<b>2,196,833</b>	<b>2,153,999</b>	<b>2,560,152</b>
<b>OED - BO-ED-X1D00 - Business Services</b>				
00100 - General Fund	10,116,857	8,486,121	8,045,596	8,666,094
<b>Total for BSL: BO-ED-X1D00</b>	<b>10,116,857</b>	<b>8,486,121</b>	<b>8,045,596</b>	<b>8,666,094</b>
<b>Department Total</b>	<b>11,979,782</b>	<b>10,682,954</b>	<b>10,199,595</b>	<b>11,226,246</b>
<b>Department Full-Time Equivalent Total*</b>	<b>35.50</b>	<b>35.50</b>	<b>35.50</b>	<b>36.00</b>

*\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### Budget Summary by Fund Office of Economic Development

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
00100 - General Fund	11,979,782	10,682,954	10,199,595	11,226,246
<b>Budget Totals for OED</b>	<b>11,979,782</b>	<b>10,682,954</b>	<b>10,199,595</b>	<b>11,226,246</b>

# Office of Economic Development

## Appropriations by Budget Summary Level and Program

### OED - BO-ED-ADMIN - Leadership and Administration

The purpose of the Leadership and Administration Budget Summary Level is to provide executive, community, financial, human resource, technology and business support to the Office of Economic Development.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Citywide Indirect Costs	336,392	714,135	742,779	794,810
Departmental Indirect Costs	1,392,668	911,970	914,433	1,283,929
Pooled Benefits	133,866	570,728	496,787	481,413
<b>Total</b>	<b>1,862,926</b>	<b>2,196,833</b>	<b>2,153,999</b>	<b>2,560,152</b>
Full-time Equivalents Total*	7.50	7.50	7.50	8.00

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Leadership and Administration Budget Summary Level:

#### **Citywide Indirect Costs**

The purpose of the Citywide Indirect Costs program is to fund internal services costs originating from outside of the department such as allocated costs from the Department of Finance and Administrative Services and Seattle Information Technology Department.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Citywide Indirect Costs	336,392	714,135	742,779	794,810

#### **Departmental Indirect Costs**

The purpose of the Departmental Indirect Costs program is to fund costs associated with management of the department. This may include personnel costs related to department leadership and administration or other administrative costs such as external rent and operating supplies or services.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Departmental Indirect Costs	1,392,668	911,970	914,433	1,283,929
Full Time Equivalents Total	7.50	7.50	7.50	8.00

#### **Pooled Benefits**

The purpose of the Pooled Benefits program is to fund department costs associated with health and dental insurance, workers compensation, and unemployment insurance contributions.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Pooled Benefits	133,866	570,728	496,787	481,413

# Office of Economic Development

## **OED - BO-ED-X1D00 - Business Services**

The purpose of the Business Services Budget Summary Level is to promote economic development in the City.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Business Services	-	-	-	8,666,094
Business Services Budget Progr	10,116,857	8,486,121	8,045,596	-
<b>Total</b>	<b>10,116,857</b>	<b>8,486,121</b>	<b>8,045,596</b>	<b>8,666,094</b>
Full-time Equivalents Total*	28.00	28.00	28.00	28.00

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Business Services Budget Summary Level:

### **Business Services**

The purpose of the Business Services Program is to provide direct services to businesses and to support a healthy business environment that empowers businesses to develop, grow, and succeed. The Business Services Program provides assistance navigating government services, facilities access to capital and building management expertise, and invests in workforce development services focused on building skills that benefit individual job-seekers and support employers in key industry sectors.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Business Services	-	-	-	8,666,094
Full Time Equivalents Total	-	-	-	28.00

### **Business Services Budget Progr**

The purpose of the Business Services Program is to provide direct services to businesses and to support a healthy business environment that empowers businesses to develop, grow, and succeed. The Business Services Program provides assistance navigating government services, facilities access to capital and building management expertise, and invests in workforce development services focused on building skills that benefit individual job-seekers and support employers in key industry sectors.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Business Services Budget Progr	10,116,857	8,486,121	8,045,596	-
Full Time Equivalents Total	28.00	28.00	28.00	-



# Office of Housing

Emily Alvarado, Acting Director

(206) 684-3727

<http://www.seattle.gov/housing/>

## Department Overview

The mission of the Office of Housing (OH) is to build strong healthy communities and increase opportunities for people of all income levels to live in our city. To accomplish this mission, OH has three Budget Summary Levels:

- Multifamily Housing;
- Homeownership and Sustainability; and
- Leadership and Administration.

**Multifamily Housing** employs the Housing Levy and other federal and local funding to make low-interest loans to developers to develop or preserve affordable multifamily rental housing. OH monitors the housing portfolio to ensure that the policy objectives of the City are achieved and the units remain in good condition. The portfolio now includes 16,800 units, representing a significant investment of City and other funding in affordable housing over 35 years.

**Homeownership and Sustainability** includes three programs to assist low-income households:

- The **Home Ownership Program** supports first-time homebuyers and existing low-income homeowners through down payment assistance loans, subsidies for permanently affordable homes, and foreclosure prevention loans.
- The **Home Repair Program** provides grants or no- to low-interest loans to assist with critical home repairs.
- The **Weatherization Program** provides grants to increase energy efficiency and lower utility costs for low-income residents in both single-family and multifamily properties.

**Leadership and Administration** provides centralized leadership, coordination, technology, contracting, and financial management services to OH programs and capital projects. This includes the Policy and Planning program that establishes long-term strategic plans, develops and implements policy-based tools, and addresses housing-related aspects of citywide land use and community development planning.

## Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
General Fund Support	149,789	775,675	754,437	486,233
Other Funding - Operating	100,665,629	68,577,360	68,614,049	123,547,606
<b>Total Operations</b>	<b>100,815,418</b>	<b>69,353,035</b>	<b>69,368,486</b>	<b>124,033,839</b>
<b>Total Appropriations</b>	<b>100,815,418</b>	<b>69,353,035</b>	<b>69,368,486</b>	<b>124,033,839</b>
Full-Time Equivalent Total*	44.50	45.00	45.00	46.00

\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

# Office of Housing

## Budget Overview

This summer, Mayor Durkan presented her vision and actions for the City's approach to addressing Seattle's housing crisis. The plan, Seattle Housing Now, includes four key priorities:

- Increase opportunity and access to family-wage jobs and shared prosperity;
- Build more housing for low- and middle-income earners, and for people experiencing homelessness;
- Address displacement and prevent eviction so Seattle residents can stay in their current housing and community; and
- Secure new tools and resources for the City to address housing in new, innovative ways.

The Office of Housing's 2020 Proposed Budget furthers these priorities through affordable homeownership investments and strategies to address displacement using the Mercer Properties proceeds and increasing the supply of new affordable housing through the State local option bond and other funding sources. The Proposed Budget also includes new programming to make it easier for low-income families to heat their homes using sustainable energy and other operational and technical changes.

### Transformational Investments with Proceeds from Mercer Properties Sale

In 2019, the Mayor announced the disposition of surplus City property, known as the Mercer Properties, that resulted in over \$130 million in net proceeds for the City, \$78.2 million of which will be invested in transformational investments in affordable housing. OH plans to invest \$21 million to increase opportunities for permanently affordable homeownership and to help low- and moderate-income homeowners develop affordable accessory dwelling units (ADUs), increasing opportunities for income- and rent-restricted housing in single-family neighborhoods.

Investing in new permanently affordable homeownership opportunities and helping existing low- and moderate-income homeowners build assets are some of the best ways to prevent displacement while building community resiliency, agency, and wealth. Moreover, homeownership is a powerful tool to advance racial equity by increasing the wealth generation of people of color through homeownership. Less than 40% of households of color own their own homes compared to over half of white households. This results in a significant wealth gap.

The remaining \$57.2 million will be invested in addressing displacement and creating opportunities for equitable transit-oriented development. Of this remaining amount, \$15 million in the Office of Planning and Community Development (OPCD) funds a revolving Equitable Development Initiative (EDI) site acquisition loan pool to help project partners acquire site control in rapidly changing real estate markets; and another \$42.2 million appropriated to Finance General and OPCD funds a strategic property acquisition fund to address displacement.

The 2020 Proposed Budget invests **\$15 million of Mercer sale proceeds to increase the supply of permanently affordable homes and support stewardship of those homes**. At least \$12 million will be used for a capital investment to support the Mayor's goal of nearly doubling the City's portfolio of permanently affordable homes, affordable to households earning less than 80% of Area Median Income (AMI). The City is currently exploring a partnership with Sound Transit to acquire up to 12 sites for permanently affordable homeownership. Up to \$3 million would be used to seed an employer-resourced program to support buyer-driven, permanently affordable homeownership for middle-income Seattle workers. City funds would be used to support on-going affordability by covering the start-up program operations performed by the stewardship entity, as well as potentially provide deeper subsidy to households below 80% AMI if needed. The stewardship entity will help to prepare potential buyers for homeownership, affirmatively market homebuying opportunities, facilitate re-sales and monitor and enforce compliance with a regulatory agreement that ensures the homes will remain affordable for generations to come. Families and employers benefit when workers can live near their jobs rather than commute long distances.

The 2020 Proposed Budget also dedicates **\$6 million of the Mercer proceeds to pilot a loan program to help low- and moderate-income families create affordable ADUs**, generating wealth for homeowners and increasing the supply of rent- and income-restricted housing options in single-family zones. In community conversations across

## Office of Housing

Seattle earlier in 2019, the Mayor's Office heard strong support for a City financing option that could help a wider range of homeowners be able to create ADUs. Seattle has allowed attached and detached ADUs since 1994 and 2010, respectively, but less than two percent of single-family lots have added an ADU. Not only does this create an opportunity for new, contextual, space-efficient housing on tens of thousands of lots across Seattle neighborhoods, but ADUs also offer homeowners a flexible way to earn income and provide efficient, relatively inexpensive housing options for renters. To that end, the City recently adopted legislation removing regulatory barriers to ADUs and increasing the viability of ADU development throughout Seattle. However, limited financing options generally restrict ADU development and the corresponding benefits to those with wealth, equity, and access to capital.

The City's proposed ADU financing program aims to address this issue and provide access to capital with below market-rate terms to low- and moderate-income homeowners who otherwise would not benefit from new ADU policies.

This pilot program will allow the City to test this approach, demonstrate the feasibility of affordable ADU loans to spur the private lending market and learn how to scale future financial support for homeowners interested in developing an ADU. The financing pilot also complements and works together with a suite of other strategies the City is pursuing to accelerate and broaden access to ADU development, as described in [Executive Order 2019-04](#), including streamlined permitting with pre-approved ADU plans; educational opportunities; and new and improved ADU resources, including a tool for exploring the feasibility of creating an ADU on a property.

### **New Affordable Housing Through the State Local Option Housing Law and newly dedicated Real Estate Excise Tax (REET)**

In 2019, the State of Washington passed a local option housing bill (HB 1406) that allows cities and counties to retain certain local taxes, like sales or use tax, for 20 years provided they spend it on building new or rehabilitating affordable housing units or providing operating and maintenance (O&M) subsidies for new units of affordable or supportive housing. Seattle was the first city in the state to take advantage of this new law, which will provide up to \$4.5 million per year for 20 years.

The 2020 Proposed Budget invests in 175 new units of Permanent Supportive Housing (PSH) – and the associated O&M subsidies needed – through a bond against part of the future revenue. PSH provides wraparound services for the most vulnerable people, those living at or below 30% of the Area Median Income, and ensures they remain housed.

Taking advantage of another state law change in 2019 (HB 1219), the Mayor is also making \$25 million total of REET available for additional capital investments for new affordable housing through 2025.

### **Low-Income Heating Oil Conversion**

In 2019, the Mayor proposed a new tax on heating oil service providers to provide financial assistance necessary to help low-income families convert to sustainable heating supply like electric systems. Heating oil produces carbon pollution, so the City chose this as one of its strategies in its 2013 Seattle Climate Action Plan to achieve its goal of becoming a carbon-neutral city by 2050. Low-income households will be eligible for assistance, including households enrolled Seattle City Light's Utility Discount Program.

### **Operational Changes**

The 2020 Proposed Budget includes two operational changes that results in the service delivery remaining the same or improving. OH will now fund the staff in the positions in Finance and Administrative Services that oversee OH-funded projects to guarantee compliance with local wage laws. Previously, these positions were funded by Finance General. OH is also proposing a change in its current homebuyer education program provided by a local non-profit. This redesign aims to align the program with OH's broader work to help families purchase affordable homes and prevent displacement.

### **Technical Changes**

## **Office of Housing**

OH is requesting various changes in its appropriation authority largely due to changes in revenue projections but also due to corrections. There is also a net-zero technical change to correct the budget location for the office's pooled and fringe benefits to align the budget with the location of the actual expenditures.



## Office of Housing

### Incremental Budget Changes

#### Office of Housing

	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>69,368,486</b>	<b>45.00</b>
<b>Baseline</b>		
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	393,842	-
2020 State Paid Family Medical Leave Increase Base Budget	5,841	-
Citywide Adjustments for Standard Cost Changes	78,130	-
<b>Proposed Operating</b>		
Accessory Dwelling Unit (ADU) Financing Program	5,838,470	-
Increasing Homeownership Opportunities	14,165,261	1.00
Implement Local Option to Use State Sales Tax for Affordable Housing	22,500,000	-
Low-Income Heating Oil Conversion Program	270,000	-
Wage Monitoring Staff	-	-
Homebuyer Education Redesign	(67,000)	-
<b>Proposed Technical</b>		
Correct Budget Locations for Pooled and Fringe Benefits	-	-
Increased Capital Spending from Program Income and Interest Earnings	11,730,000	-
Revising Projected Asset Management Expenditures	(1,353,066)	-
Weatherization Appropriation Change	1,103,875	-
<b>Total Incremental Changes</b>	<b>\$54,665,353</b>	<b>1.00</b>
<b>Total 2020 Proposed Budget</b>	<b>\$124,033,839</b>	<b>46.00</b>

### Description of Incremental Budget Changes

#### Baseline

#### 2020 Coalition and Non-Rep Annual Wage Increase Base Budget

Expenditures \$393,842

This centrally administered change adjusts appropriations to reflect the Annual Wage Increase, as outlined in the tentative agreement between the City and the Coalition of Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor.

## Office of Housing

### 2020 State Paid Family Medical Leave Increase Base Budget

Expenditures \$5,841

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the tentative agreement with the Coalition of Unions moves a portion of the cost responsibility to the employee in 2020, with the City paying the remainder. This item increases appropriations to account for the City's obligation for all employees.

### Citywide Adjustments for Standard Cost Changes

Expenditures \$78,130

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including the Department of Finance & Administrative Services rates, Information Technology rates and Human Resources rates, health care, retirement and industrial insurance charges for the department. This adjustment also includes a transfer of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City's efforts to improve investigative processes and practices across the City departments. While the internal service rates are final for 2020, some of the other adjustments reflect initial assumptions about these costs and inflators early in the budget process.

## Proposed Operating

### Accessory Dwelling Unit (ADU) Financing Program

Expenditures \$5,838,470

This item provides \$6 million in funding, revenue from the sale of the Mercer Properties, in the Office of Housing (OH) to fund an Accessory Dwelling Unit (ADU) pilot finance program to increase the affordable rental housing supply and support low- and moderate-income homeowners. OH is working with the Office of Planning and Community Development to develop a pilot loan program to help these homeowners build ADUs to provide affordable rental housing. The pilot program will be administered by a third-party entity with expertise in residential lending. Funds will be used for program implementation, including capital and third-party program delivery and administrative costs. While homeowners up to 120% Area Median Income (AMI) will be eligible, homeowners below 80% AMI will receive more favorable loans terms, such as deferred repayment or lower interest rates, to make constructing an ADU more feasible for these households. The loan terms and conditions will be structured in such a way to help homeowners remain in their community and lower racial disparities in access to capital. All ADU units created through the program will be affordable to households at or below 80% AMI for 10 years. This investment will fund up to 75 loans over three years.

The staffing costs for a full-time Community Development Specialist and programming costs will be shared with other Mercer Property proposal, the Increasing Homeownership Opportunities program, for a total of \$697,000 to cover five years when adjusted for inflation or about \$139,000 annually. This position, which is recognized in the homeownership proposal, will be responsible for designing the ADU pilot loan program, managing the RFP and contracting process for an ADU loan administrator, and managing questions and inquiries from potential ADU program participants. In addition, the position will handle responsibilities related to the homeownership program, including managing the RFP process for surplus sites, handling the day-to-day logistics of maintenance on the homeownership properties OH will be holding for future development, and managing community outreach work related to homeownership projects funded with Mercer proceeds. Since this one-time funding is to provide support for five years, \$996,000 will be held in reserves to cover staffing, programming, and maintenance costs for both proposals. Please see the Increasing Homeownership Opportunities proposal for more information.

## Office of Housing

### Increasing Homeownership Opportunities

Expenditures	\$14,165,261
Position Allocation	1.00

This proposal provides \$15 million in one-time revenue from the sale of the Mercer Properties to increase the supply of permanently affordable for sale homes through two approaches. Almost \$14 million will be used for capital investment to support the Mayor's goal of nearly doubling the City's portfolio of permanently affordable homes for households earning less than 80% of Area Median Income (AMI). The City is currently exploring a partnership with Sound Transit to secure up to 12 sites for permanently affordable homeownership for households at or below 80% AMI. Up to \$3 million would be used to seed an employer-resourced program to support buyer-driven, permanently affordable homeownership for middle-income Seattle workers. City funds would be used to support on-going affordability by covering the start-up program operations performed by the stewardship entity, as well as potentially provide deeper subsidy to households below 80% AMI if needed. The stewardship entity will help to prepare potential buyers for homeownership, affirmatively market homebuying opportunities, facilitate re-sales and monitor and enforce compliance with a regulatory agreement that ensures the homes will remain affordable for generations to come.

The proposal includes holding and maintenance costs, \$531,000 over five years when adjusted for inflation or about \$106,000 annually, to cover costs such as fence installation, maintenance, mowing, and snow removal. The staffing costs for a full-time Community Development Specialist and programming costs will be shared with other Mercer Property proposal, the Accessory Dwelling Unit Financing Program, for a total of \$697,000 to cover five years when adjusted for inflation or about \$139,000 annually. This position will handle responsibilities related to the homeownership program, including managing the RFP process for surplus sites, handling the day-to-day logistics of maintenance on the homeownership properties OH will be holding for future development, and managing community outreach work related to homeownership projects funded with Mercer proceeds. Although the position add is recognized in this program, the position will also be responsible for designing the ADU pilot loan program, managing the RFP and contracting process for an ADU loan administrator, and managing questions and inquiries from potential ADU program participants. Since this one-time funding is to provide support for five years, \$996,000 will be held in reserves to cover staffing, programming, and maintenance costs for both proposals. Please see the Accessory Dwelling Unit Financing Program proposal for more information.

### Implement Local Option to Use State Sales Tax for Affordable Housing

Expenditures	\$22,500,000
Revenues	\$4,500,000

In 2019, the State of Washington passed a law allowing cities like Seattle to retain local taxes, like sales tax, to maintain or provide new affordable housing. Under the law, the City will be allowed to retain \$4.5 million in local taxes per year for up to 20 years. This proposal allows the City to bond \$18 million, recognized in the 2020 LTGO Taxable Bond Fund (36710), and use about \$4 million in revenue from the first year, recognized in the Low-Income Housing Fund (16400), to build 175 units. Revenue in the subsequent years will pay down the debt and provide operation and maintenance subsidies for any new Permanent Supportive Housing (PSH) units built for 20 years, including all units if needed. PSH units provide wraparound services for the most vulnerable of people, from social services to medical care. This strategy ensures all residents in the program stay housed. The Office of Housing's staff will absorb any administrative work for this proposal.

### Low-Income Heating Oil Conversion Program

Expenditures	\$270,000
Revenues	\$270,000

This request is to use revenue from a potential new oil heat tax to help families convert to sustainable energy. There will be \$270,000 available in 2020 and then \$750,000 annually from 2021 through 2029. OH will receive this funding

## Office of Housing

to administer the delivery of services to help low-income families convert away from using oil to heat their homes. The tax becomes effective in July 1, 2020.

### Wage Monitoring Staff

Expenditures -

This proposal provides ongoing funding to maintain 1.5 FTE in the Department of Finance and Administrative Services (FAS) to ensure construction projects funded by the Office of Housing (OH) comply with wage labor laws. Previously, Finance General funded these positions, but when the City changed its accounting system in 2018 the use of Finance General was reevaluated, and it was determined that OH should be responsible for staff that focuses squarely on OH-funded projects. To help OH ease into this transition of funding responsibilities, the Mayor's Office agreed to have the General Fund finance these staff for 2019 with OH providing the ongoing funding starting in 2020. FAS and OH agree that any changes to staffing costs, beyond adjustments for inflation, will go through the formal budget process.

### Homebuyer Education Redesign

Expenditures	\$(67,000)
Revenues	\$(217,000)

This proposal swaps \$217,000 in ongoing Community Development Block Grant funding with \$150,000 in one-time General Fund to test a redesign of the homebuyer education program to better align it with the Office of Housing's (OH) work to help communities develop affordable options for homebuyers. This program will now be used to help potential homebuyers prepare to purchase a unit at the Othello Square Limited Equity Cooperative, the first City-funded housing cooperative that helps address displacement of both residents and businesses. This program redesign will allow OH to connect homebuyer education more directly to its community preference policy which supports homebuyers with local ties to neighborhoods purchase OH-funded homes. The program will be evaluated after a year to see whether the redesign should continue.

## Proposed Technical

### Correct Budget Locations for Pooled and Fringe Benefits

Expenditures -

This is an ongoing transfer of appropriation authority in the amount of \$157,874 from the Leadership and Administration Budget Control Level (BCL) in the Office of Housing Fund (16600) to the Homeownership and Sustainability BCL in the same fund. This item also transfers appropriation authority in the amount of \$875,752 from the Leadership and Administration BCL in the Office of Housing Fund to the Multifamily Housing BCL in the same fund. Lastly, there is a minor transfer of appropriation authority in the amount of \$247 from the Leadership and Administration BCL in the General Fund (00100) to the Homeownership and Sustainability BCL in the same fund. There are also minor transfers across budget programs within the Leadership and Administration BCL in Office of Housing Fund. These transactions are necessary to avoid a budget exception by moving the budget for fringe benefits, which includes FICA, Medicare, and retirement, and pooled benefits, which consists of health care, unemployment, worker's compensation, to the right locations. The transactions also include adding budget for pooled benefits billing.

### Increased Capital Spending from Program Income and Interest Earnings

Expenditures	\$11,730,000
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This technical change adds authority for capital spending of interest earnings, which had previously been omitted in error, and program income. This item uses \$530,000 in fund balance.

## Office of Housing

### Revising Projected Asset Management Expenditures

Expenditures \$(1,353,066)

This technical change corrects the projected Operation and Maintenance expenditures in Asset Management, decreasing the subsidy amounts by \$1,353,066 to align budget with projected expenditures.

### Weatherization Appropriation Change

Expenditures \$1,103,875

This technical proposal increases the appropriation authority by \$1,103,875 in the Weatherization grant program to reflect an increase in the projected revenues from the State of Washington and Federal Government by the same amount to that program in 2020.

## Office of Housing

### Expenditure Overview

Appropriations	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>OH - BO-HU-1000 - Leadership and Administration</b>				
00100 - General Fund	118,256	775,675	754,437	485,986
16600 - Office of Housing Fund	4,004,190	5,339,898	5,373,214	4,906,979
<b>Total for BSL: BO-HU-1000</b>	<b>4,122,446</b>	<b>6,115,573</b>	<b>6,127,651</b>	<b>5,392,964</b>
<b>OH - BO-HU-2000 - Homeownership &amp; Sustainability</b>				
00100 - General Fund	31,533	-	-	247
16400 - Low Income Housing Fund	-	5,226,234	5,226,234	28,049,150
16403 - 2002 Levy Multipurpose Fund	187,100	-	-	-
16411 - 1995 Housing Levy Capital Fund	489,865	-	-	-
16413 - 1995 Levy Homebuyer Assist	119,050	-	-	-
16416 - 2009 Housing Levy Capital Fund	165,000	-	-	-
16418 - 2016 Housing Levy Capital Fund	228,674	-	-	-
16440 - Housing Program Support Fund	3,727,633	-	-	-
16600 - Office of Housing Fund	1,843,300	1,241,382	1,243,328	2,180,037
<b>Total for BSL: BO-HU-2000</b>	<b>6,792,155</b>	<b>6,467,616</b>	<b>6,469,562</b>	<b>30,229,434</b>
<b>OH - BO-HU-3000 - Multifamily Housing</b>				
16400 - Low Income Housing Fund	-	55,419,060	55,419,060	68,505,994
16402 - 2002 Levy Very LIH Fund	12,026	-	-	-
16404 - 2002 Levy O&M Fund	4,205,969	-	-	-
16410 - 1986 Housing Levy Capital Fund	490,808	-	-	-
16411 - 1995 Housing Levy Capital Fund	769,468	-	-	-
16412 - 1995 Levy O&M Fund	3,458,289	-	-	-
16416 - 2009 Housing Levy Capital Fund	16,652,592	-	-	-
16417 - 2009 Levy O&M Fund	2,451,548	-	-	-
16418 - 2016 Housing Levy Capital Fund	4,690,339	-	-	-
16419 - 2016 Levy O&M Fund	11,618,283	-	-	-
16420 - 1986 Levy O&M Fund	490,178	-	-	-
16430 - Housing Incentive Fund	21,691,981	-	-	-
16440 - Housing Program Support Fund	8,226,485	-	-	-
16600 - Office of Housing Fund	1,391,916	1,350,786	1,352,213	1,905,446
36510 - 2018 LTGO Taxable Bond Fund	13,750,936	-	-	-
36710 - 2020 LTGO Taxable Bond Fund	-	-	-	18,000,000
<b>Total for BSL: BO-HU-3000</b>	<b>89,900,818</b>	<b>56,769,846</b>	<b>56,771,273</b>	<b>88,411,440</b>
<b>Department Total</b>	<b>100,815,418</b>	<b>69,353,035</b>	<b>69,368,486</b>	<b>124,033,839</b>
<b>Department Full-Time Equivalents Total*</b>	<b>44.50</b>	<b>45.00</b>	<b>45.00</b>	<b>46.00</b>

## Office of Housing

*\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### Budget Summary by Fund Office of Housing

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
00100 - General Fund	149,789	775,675	754,437	486,233
16400 - Low Income Housing Fund	-	60,645,294	60,645,294	96,555,144
16402 - 2002 Levy Very LIH Fund	12,026	-	-	-
16403 - 2002 Levy Multipurpose Fund	187,100	-	-	-
16404 - 2002 Levy O&M Fund	4,205,969	-	-	-
16410 - 1986 Housing Levy Capital Fund	490,808	-	-	-
16411 - 1995 Housing Levy Capital Fund	1,259,333	-	-	-
16412 - 1995 Levy O&M Fund	3,458,289	-	-	-
16413 - 1995 Levy Homebuyer Assist	119,050	-	-	-
16416 - 2009 Housing Levy Capital Fund	16,817,592	-	-	-
16417 - 2009 Levy O&M Fund	2,451,548	-	-	-
16418 - 2016 Housing Levy Capital Fund	4,919,013	-	-	-
16419 - 2016 Levy O&M Fund	11,618,283	-	-	-
16420 - 1986 Levy O&M Fund	490,178	-	-	-
16430 - Housing Incentive Fund	21,691,981	-	-	-
16440 - Housing Program Support Fund	11,954,118	-	-	-
16600 - Office of Housing Fund	7,239,406	7,932,066	7,968,755	8,992,462
36510 - 2018 LTGO Taxable Bond Fund	13,750,936	-	-	-
36710 - 2020 LTGO Taxable Bond Fund	-	-	-	18,000,000
<b>Budget Totals for OH</b>	<b>100,815,418</b>	<b>69,353,035</b>	<b>69,368,486</b>	<b>124,033,839</b>

## Office of Housing

### Revenue Overview

#### 2020 Estimated Revenues

Account Code	Account Name	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
311010	Real & Personal Property Taxes	37,660,180	37,862,143	37,862,143	37,862,143
313010	Sales & Use Tax-Local Share	-	-	-	4,500,000
331110	Direct Fed Grants	614,882	1,000,000	1,000,000	2,105,573
333110	Ind Fed Grants	1,029,779	1,057,278	1,057,278	-
334090	State Grants-Passthr	251,309	600,000	600,000	600,000
337010	Interlocal Grants	171,552	1,707,000	1,750,000	2,588,580
337080	Other Private Contrib & Dons	53,467	-	-	-
341300	Administrative Fees & Charges	1,263,366	-	-	-
345020	Zoning & Subdivision Fees	69,447,957	18,000,000	18,000,000	25,200,000
360010	Investment Interest	-	2,000,000	2,000,000	2,000,000
360140	Loan Interest Pmts Per Terms	403,886	-	-	-
360150	Interest On Loan Payoffs	2,955,433	-	-	-
360400	Unclaimed Money/Property Sales	2,000,000	-	-	-
360590	Program Income	10,000	4,000,000	4,000,000	4,000,000
360600	Principal On Loan	10,286,715	-	-	-
360900	Miscellaneous Revs-Other Rev	240,080	-	-	-
374030	Capital Contr-Fed Dir Grants	4,035,121	2,968,574	2,968,574	2,968,574
395010	Sales Of Land & Buildings	-	-	-	19,772,532
397010	Operating Transfers In	-	-	-	225,000
<b>Total Revenues for: 16400 - Low Income Housing Fund</b>		<b>130,423,726</b>	<b>69,194,995</b>	<b>69,237,995</b>	<b>101,822,402</b>
400000	Use of/Contribution to Fund Balance	-	-	-	(5,267,258)
<b>Total Resources for: 16400 - Low Income Housing Fund</b>		<b>130,423,726</b>	<b>69,194,995</b>	<b>69,237,995</b>	<b>96,555,144</b>
311010	Real & Personal Property Taxes	3,541,559	3,566,429	3,566,429	3,566,429
331110	Direct Fed Grants	530,416	1,079,842	1,079,842	819,842
333110	Ind Fed Grants	85,823	387,731	387,731	387,731
334090	State Grants-Passthr	7,106	250,000	250,000	250,000
337010	Interlocal Grants	-	-	-	147,420
341300	Administrative Fees & Charges	426,123	795,000	815,000	815,000
345010	Design & Planning Fees	319,000	200,000	200,000	250,000
345020	Zoning & Subdivision Fees	9,360	2,000,000	2,000,000	2,800,000



## Office of Housing

360900	Miscellaneous Revs-Other Rev	6,145	-	-	-
395010	Sales Of Land & Buildings	-	-	-	1,227,468
397010	Operating Transfers In	-	-	-	45,000
<b>Total Revenues for: 16600 - Office of Housing Fund</b>		<b>4,925,532</b>	<b>8,279,002</b>	<b>8,299,002</b>	<b>10,308,890</b>
400000	Use of/Contribution to Fund Balance	-	-	-	(1,316,428)
<b>Total Resources for:16600 - Office of Housing Fund</b>		<b>4,925,532</b>	<b>8,279,002</b>	<b>8,299,002</b>	<b>8,992,462</b>
<b>Total OH Resources</b>		<b>135,349,258</b>	<b>77,473,997</b>	<b>77,536,997</b>	<b>105,547,606</b>

## Office of Housing

### Appropriations by Budget Summary Level and Program

#### **OH - BO-HU-1000 - Leadership and Administration**

The purpose of the Leadership and Administration Budget Summary Level is to provide centralized leadership, strategic planning, program development, and financial management support services to the office.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Citywide Indirect Costs	941,286	1,221,106	1,185,387	1,192,440
Departmental Indirect Costs	2,219,250	2,858,623	2,863,075	2,973,952
Policy & Planning	968,629	1,101,248	1,103,808	1,192,710
Pooled Benefits	(6,719)	934,596	975,381	33,862
<b>Total</b>	<b>4,122,446</b>	<b>6,115,573</b>	<b>6,127,651</b>	<b>5,392,964</b>
Full-time Equivalents Total*	17.50	17.50	17.50	17.50

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Leadership and Administration Budget Summary Level:

#### **Citywide Indirect Costs**

The purpose of the Citywide Indirect Costs program is to fund internal services costs originating from outside of the department such as allocated costs from the Department of Finance and Administrative Services and Seattle Information Technology Department.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Citywide Indirect Costs	941,286	1,221,106	1,185,387	1,192,440

#### **Departmental Indirect Costs**

The purpose of the Departmental Indirect Costs program is to fund costs associated with management of the department. This may include personnel costs related to department leadership and administration or other administrative costs such as external rent and operating supplies or services.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Departmental Indirect Costs	2,219,250	2,858,623	2,863,075	2,973,952
Full Time Equivalents Total	9.50	9.50	9.50	9.50

#### **Policy & Planning**

The purpose of the Policy & Planning program is to provide strategic planning, program development, and vacant land redevelopment services to increase housing opportunities for Seattle residents.

## Office of Housing

	2018	2019	2020	2020
Expenditures/FTE	Actuals	Adopted	Endorsed	Proposed
Policy & Planning	968,629	1,101,248	1,103,808	1,192,710
Full Time Equivalents Total	8.00	8.00	8.00	8.00

### Pooled Benefits

The purpose of the Pooled Benefits program is to fund department costs associated with health and dental insurance, workers compensation, and unemployment insurance contributions.

	2018	2019	2020	2020
Expenditures/FTE	Actuals	Adopted	Endorsed	Proposed
Pooled Benefits	(6,719)	934,596	975,381	33,862

### **OH - BO-HU-2000 - Homeownership & Sustainability**

The purpose of the Homeownership & Sustainability Budget Summary Level is to provide loans and grants to low-income Seattle residents to support first-time home-buyers, health and safety home repair needs, and energy efficiency improvements.

Program Expenditures	2018	2019	2020	2020
	Actuals	Adopted	Endorsed	Proposed
Home Ownership	1,029,302	1,645,733	1,645,972	22,925,055
Home Repair	976,886	703,275	703,528	1,341,085
Weatherization	4,785,966	4,118,608	4,120,062	5,963,294
<b>Total</b>	<b>6,792,155</b>	<b>6,467,616</b>	<b>6,469,562</b>	<b>30,229,434</b>
Full-time Equivalents Total*	14.50	15.00	15.00	16.00

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Homeownership & Sustainability Budget Summary Level:

### Home Ownership

The purpose of the Home Ownership program is to support first-time homebuyers and existing low-income homeowners through down payment assistance loans, subsidies for permanently affordable homes, and foreclosure prevention loans.

	2018	2019	2020	2020
Expenditures/FTE	Actuals	Adopted	Endorsed	Proposed
Home Ownership	1,029,302	1,645,733	1,645,972	22,925,055
Full Time Equivalents Total	1.50	1.50	1.50	2.50

### Home Repair

The purpose of the Home Repair program is to provide grants or no- to low-interest loans to assist low-income homeowners with critical home repairs.

## Office of Housing

	2018	2019	2020	2020
Expenditures/FTE	Actuals	Adopted	Endorsed	Proposed
Home Repair	976,886	703,275	703,528	1,341,085
Full Time Equivalents Total	2.00	2.00	2.00	2.00

### Weatherization

The purpose of the Weatherization program is provide grants to increase energy efficiency and lower utility costs for low-income residents in both single-family and multifamily properties.

	2018	2019	2020	2020
Expenditures/FTE	Actuals	Adopted	Endorsed	Proposed
Weatherization	4,785,966	4,118,608	4,120,062	5,963,294
Full Time Equivalents Total	11.00	11.50	11.50	11.50

### **OH - BO-HU-3000 - Multifamily Housing**

The purpose of the Multifamily Lending Budget Summary Level is to make long-term, low-interest loans to develop or preserve affordable multifamily rental housing; and to monitor the affordable housing portfolio.

Program Expenditures	2018	2019	2020	2020
	Actuals	Adopted	Endorsed	Proposed
Asset Management	2,634,704	4,133,282	4,133,957	3,044,025
Multifamily Lending	87,266,113	52,636,564	52,637,316	85,367,416
<b>Total</b>	<b>89,900,818</b>	<b>56,769,846</b>	<b>56,771,273</b>	<b>88,411,440</b>
Full-time Equivalents Total*	12.50	12.50	12.50	12.50

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Multifamily Housing Budget Summary Level:

### Asset Management

The purpose of the Asset Management program is to monitor the housing portfolio to ensure that the policy objectives of the City are achieved and the units remain in good condition.

	2018	2019	2020	2020
Expenditures/FTE	Actuals	Adopted	Endorsed	Proposed
Asset Management	2,634,704	4,133,282	4,133,957	3,044,025
Full Time Equivalents Total	6.50	6.50	6.50	6.50

### Multifamily Lending

The purpose of the Multifamily Lending program is to employ the Housing Levy and other federal and local funding to make low-interest loans to developers to develop or preserve affordable multifamily rental housing.

## Office of Housing

	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2020</b>
<b>Expenditures/FTE</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Endorsed</b>	<b>Proposed</b>
Multifamily Lending	87,266,113	52,636,564	52,637,316	85,367,416
Full Time Equivalents Total	6.00	6.00	6.00	6.00



# Department of Neighborhoods

Andrés Mantilla, Director

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[www.seattle.gov/neighborhoods](http://www.seattle.gov/neighborhoods)

## Department Overview

The Department of Neighborhoods (DON) strives to strengthen Seattle by engaging all communities. DON serves residents of Seattle by providing programmatic support and building inclusive partnerships to help ensure that they receive equitable access to government and opportunities to build community. This is accomplished by fostering community partnerships, cultivating emerging leadership and facilitating community inclusiveness.

By establishing and implementing equitable outreach and engagement practices, DON is creating opportunities, promoting community building and broadening accessibility, which are important components to any community involvement process and reflected in the programs DON administers.

DON has three lines of business:

**Community Building** delivers technical assistance, supports services, grants, commissions, and programs in neighborhoods to strengthen local communities, engages residents in community improvement, leverages resources and completes neighborhood-initiated projects. The programs that support this work include:

- Community Engagement Coordinators
- Community Liaisons
- Duwamish River Opportunity Fund
- Find It Fix It
- Healthy Food Fund
- Historic Preservation
- Housing Affordability and Livability Agenda (HALA)
- Major Institutions and Schools
- P-Patch Community Gardening
- Participatory Budgeting (Your Voice, Your Choice)
- People's Academy for Community Engagement (PACE)

**Leadership and Administration** provides executive leadership, communications, and internal operations and administration support for the entire department. This support includes financial, human resources, information technology, facility, and administrative functions.

**Neighborhood Matching Fund** provides support to local grassroots projects within neighborhoods and communities by providing funding to match community contributions of volunteer labor, donated professional services and materials, or cash, to implement community-based self-help projects.

## Department of Neighborhoods

### Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
General Fund Support	12,735,035	13,699,508	13,113,145	14,518,374
Other Funding - Operating	6,574	-	-	5,500,000
<b>Total Operations</b>	<b>12,741,608</b>	<b>13,699,508</b>	<b>13,113,145</b>	<b>20,018,374</b>
<b>Total Appropriations</b>	<b>12,741,608</b>	<b>13,699,508</b>	<b>13,113,145</b>	<b>20,018,374</b>

Full-Time Equivalents Total*	62.50	58.50	58.50	65.00
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\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

### Budget Overview

The Mayor is committed to improving the City’s outreach and engagement efforts, especially to historically underserved communities. As part of her commitment, the Mayor has asked the Department of Neighborhoods (DON) to improve the coordination of outreach and engagement by departments through the 2020 budget process. DON is to serve as a strategic advisor to departments so communities can better access City services and information and provide feedback in a more streamlined way.

The 2020 Proposed Budget includes two outreach and engagement proposals: one, to make a Seattle Department of Transportation (SDOT) pilot expansion permanent, and the second, to lay the groundwork for growing DON’s partnerships with other City departments. In 2019, DON and SDOT expanded upon their partnership to add more staff to work on various SDOT projects. In the 2020 Proposed Budget, those staff are made permanent and supported by SDOT revenue.

The 2020 Proposed Budget also adds a full-time contracting position to oversee the increasing volume and complexity of intradepartmental Memorandums of Understanding (MOUs). This position will negotiate with the first cohort of departments to draft MOUs with DON to coordinate their outreach and engagement. As part of the MOUs, DON will seek budget from these departments to support two additional full-time staff for outreach and engagement.

The 2020 Proposed Budget also adds one-time funding for the AIDS Walk Memorial to finalize construction of this project.

#### Sweetened Beverage Tax (SBT) Community Grant

In 2018, the City passed a tax on sweetened beverages to promote public health, especially in underserved communities. As part of the ordinance establishing the tax, a Community Advisory Board recommends funding allocations for this revenue. For the 2020 Proposed Budget, the Advisory Board recommended investment in community-led activities such as grants to community-based organizations and programs; and support for one-time investments in infrastructure to increase the capacity of schools and community-based meal programs. In response, the Mayor is creating an ongoing community grant program, the Healthy Food Fund, in DON to provide resources to community-based organizations to improve public health.



## Department of Neighborhoods

### One-time Funding for P-Patch Community Garden Preservation and Enhancement

DON's P-Patch Community Garden program provides access to healthy food for both the gardeners who directly participate and the agencies to whom the p-patches and community gardens donate food. One of the purposes for which SBT revenues are targeted is "community-based investments to expand food access." It has been over a decade since the last significant capital investment in the P-Patch Community Gardening Program, provided by the 2008 Parks Levy. Currently, there are several gardens facing relocation pressures, while others need capital investments to address deferred maintenance, and this funding would help address these issues. These one-time dollars will be allocated through a process that will involve department staff, the Community Advisory Board, and other P-Patch and community leaders.

## Department of Neighborhoods

### Incremental Budget Changes

#### Department of Neighborhoods

	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>13,113,145</b>	<b>58.50</b>
<b>Baseline</b>		
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	489,335	-
2020 State Paid Family Medical Leave Increase Base Budget	7,500	-
Citywide Adjustments for Standard Cost Changes	98,010	-
Transfer FAS Fleet Services from P-Patch to Citywide Indirect Costs	-	-
Transfer ITD Allocation Costs from P-Patch to Citywide Indirect Costs	-	-
Transfer SA2 from Community Engagement Coordinators to Executive Leadership	-	-
Transfer SA2 from Participatory Budgeting to Executive Leadership	-	-
Transfer SA2 from HALA to Executive Leadership	-	-
<b>Proposed Operating</b>		
SDOT Outreach & Engagement Expansion	662,775	4.00
Citywide Outreach & Engagement Expansion	82,610	1.00
AIDS Walk Memorial	65,000	-
Healthy Food Fund	2,500,000	1.50
P-Patch Community Garden Preservation and Enhancement	3,000,000	-
<b>Total Incremental Changes</b>	<b>\$6,905,229</b>	<b>6.50</b>
<b>Total 2020 Proposed Budget</b>	<b>\$20,018,374</b>	<b>65.00</b>

### Description of Incremental Budget Changes

#### Baseline

##### **2020 Coalition and Non-Rep Annual Wage Increase Base Budget**

Expenditures \$489,335

This centrally administered change adjusts appropriations to reflect the Annual Wage Increase, as outlined in the tentative agreement between the City and the Coalition of Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor.

##### **2020 State Paid Family Medical Leave Increase Base Budget**

Expenditures \$7,500

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the tentative agreement with the Coalition of

## Department of Neighborhoods

Unions moves a portion of the cost responsibility to the employee in 2020, with the City paying the remainder. This item increases appropriations to account for the City's obligation for all employees.

### Citywide Adjustments for Standard Cost Changes

Expenditures	\$98,010
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Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including the Department of Finance & Administrative Services rates, Information Technology rates and Human Resources rates, health care, retirement and industrial insurance charges for the department. This adjustment also includes a transfer of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City's efforts to improve investigative processes and practices across the City departments. While the internal service rates are final for 2020, some of the other adjustments reflect initial assumptions about these costs and inflators early in the budget process.

### Transfer FAS Fleet Services from P-Patch to Citywide Indirect Costs

Expenditures	-
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This item transfers budget for fleet services, provided by the Finance and Administrative Services department, from the P-Patch budget program to its correct budget program, Citywide Indirect Costs.

### Transfer ITD Allocation Costs from P-Patch to Citywide Indirect Costs

Expenditures	-
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This item transfers budget for services provided by the Seattle Information Technology department from the P-Patch budget program to its correct budget program, Citywide Indirect Costs.

### Transfer SA2 from Community Engagement Coordinators to Executive Leadership

Expenditures	-
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Position Allocation	-
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This item transfers a Strategic Advisor 2 position and its budget from the Community Engagement Coordinators budget program to the Executive Leadership budget program. This transfer is one part of three baseline transfers of Strategic Advisor 2 positions and budget authority from various budget programs to the Executive Leadership budget program to reflect how the department currently operates.

### Transfer SA2 from Participatory Budgeting to Executive Leadership

Expenditures	-
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Position Allocation	-
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This item transfers a Strategic Advisor 2 position and its budget from the Participatory Budgeting budget program to the Executive Leadership budget program. This transfer is one part of three baseline transfers of Strategic Advisor 2 positions and budget authority from various budget programs to the Executive Leadership budget program to reflect how the department currently operates.

# Department of Neighborhoods

## Transfer SA2 from HALA to Executive Leadership

Expenditures	-
Position Allocation	-

This item transfers a Strategic Advisor 2 position and its budget from the Housing Affordability and Livability Agenda budget program to the Executive Leadership budget program. This transfer is one part of three baseline transfers of Strategic Advisor 2 positions and budget authority from various budget programs to the Executive Leadership budget program to reflect how the department currently operates.

### Proposed Operating

#### **SDOT Outreach & Engagement Expansion**

Expenditures	\$662,775
Revenues	\$622,000
Position Allocation	4.00

This proposal makes a 2019 pilot outreach and engagement program between the Department of Neighborhoods (DON) and Seattle Department of Transportation (SDOT) permanent. In 2019, DON and SDOT expanded their outreach and engagement partnership to better align efforts to include communities in project planning and implementation. Previously, SDOT funded 2.0 FTEs in DON to serve as outreach and engagement advisors for SDOT projects. The pilot added 4.0 FTEs, all Strategic Advisor 1 positions to work on various SDOT projects. These positions will sunset at the end of 2019 and will be made permanent starting 2020. SDOT will provide \$622,000 in ongoing revenue in 2020 to fund this program. This program aims to serve as a template for Citywide efforts to improve department outreach and engagement.

#### **Citywide Outreach & Engagement Expansion**

Expenditures	\$82,610
Position Allocation	1.00

This proposal expands the DON's current portfolio to lay the Citywide groundwork to improve how departments provide and coordinate outreach and engagement. Position and budget authority for a 1.0 FTE Grants and Contracts Specialist, Sr. will be added to negotiate Memorandums of Understanding (MOUs) with the first cohort of partner departments, including Finance and Administrative Services, the Office of Sustainability and the Environment, Human Services Department, Seattle Information Technology, Seattle City Light, and Seattle Public Utilities. MOUs with partner departments will identify funding and other resources to support two additional full-time positions: a Planning and Development Specialist II to support Community Liaison work and an Administration Specialist II to provide general support. Additional budget and position authority can be added via supplemental requests in 2020.

#### **AIDS Walk Memorial**

Expenditures	\$65,000
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In 2020, the plaza over Seattle's Capitol Hill Station and the north edge of Cal Anderson Park will become home to the AIDS Memorial Pathway (AMP), a community-driven and collaboratively funded project. The department will contribute one-time funding of \$65,000 in 2020, in addition to \$100,000 provided in the 2019 2nd Quarter Supplemental Budget Ordinance, to finish this project. The AMP began in 2017 to gather stories about those who lived and died with HIV/AIDS, and those who fought and continue to fight the virus, especially ethnic minorities who are disproportionately impacted by HIV/AIDS.

## Department of Neighborhoods

### Healthy Food Fund

Expenditures	\$2,500,000
Position Allocation	1.50

This proposal uses \$2.5 million in ongoing funding from the Sweetened Beverage Tax (SBT) to create a Healthy Food Fund, a new community grant to improve public health. The Fund is in line with the recommendations from the Community Advisory Board (CAB), which provides recommendations regarding the City's use of SBT revenue. The Advisory Board recommends that the 2020 Proposed Budget invest more in community-led activities and provide more support for one-time investments in infrastructure to increase community capacity to offer healthier food options. The program will include funding for two permanent positions: a 1.0 FTE Planning and Development Specialist II and a 0.5 FTE Admin Spec II. Also included is one-time funding for a one-year TLT Planning and Development Specialist II.

### P-Patch Community Garden Preservation and Enhancement

Expenditures	\$3,000,000
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This proposal provides one-time funding from the Sweetened Beverage Tax to provide additional support for the P-Patch Community Gardening program, which produces fresh, healthy foods for the public and develops a sense of community. This allows the department to invest in the community gardens to create a more financially sustainable program. The department will consider land acquisition, garden relocation, and capital infrastructure. The department will look towards working with the Sweetened Beverage Community Advisory Board, local community garden partners, and other stakeholders to best determine which projects to fund. The department will hire a TLT projects coordinator to support these efforts.

## Department of Neighborhoods

### Expenditure Overview

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Appropriations</b>				
<b>DON - BO-DN-I3100 - Leadership and Administration</b>				
00100 - General Fund	3,222,072	3,759,106	3,569,342	4,304,716
<b>Total for BSL: BO-DN-I3100</b>	<b>3,222,072</b>	<b>3,759,106</b>	<b>3,569,342</b>	<b>4,304,716</b>
<b>DON - BO-DN-I3300 - Community Building</b>				
00100 - General Fund	4,656,485	5,848,590	5,443,549	6,044,176
00155 - Sweetened Beverage Tax Fund	-	-	-	5,500,000
<b>Total for BSL: BO-DN-I3300</b>	<b>4,656,485</b>	<b>5,848,590</b>	<b>5,443,549</b>	<b>11,544,176</b>
<b>DON - BO-DN-I3400 - Neighborhood Matching Fund</b>				
00100 - General Fund	4,856,478	4,091,812	4,100,254	4,169,482
<b>Total for BSL: BO-DN-I3400</b>	<b>4,856,478</b>	<b>4,091,812</b>	<b>4,100,254</b>	<b>4,169,482</b>
<b>DON - BO-DN-I3900 - Donations Fund</b>				
15240 - P-Patch Gardenship Donations	6,574	-	-	-
<b>Total for BSL: BO-DN-I3900</b>	<b>6,574</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Department Total</b>	<b>12,741,608</b>	<b>13,699,508</b>	<b>13,113,145</b>	<b>20,018,374</b>
<b>Department Full-Time Equivalents Total*</b>	<b>62.50</b>	<b>58.50</b>	<b>58.50</b>	<b>65.00</b>

\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

### Budget Summary by Fund Department of Neighborhoods

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
00100 - General Fund	12,735,035	13,699,508	13,113,145	14,518,374
00155 - Sweetened Beverage Tax Fund	-	-	-	5,500,000
15240 - P-Patch Gardenship Donations	6,574	-	-	-
<b>Budget Totals for DON</b>	<b>12,741,608</b>	<b>13,699,508</b>	<b>13,113,145</b>	<b>20,018,374</b>

## Department of Neighborhoods

### Appropriations by Budget Summary Level and Program

#### **DON - BO-DN-I3100 - Leadership and Administration**

The purpose of the Leadership and Administration Budget Summary Level is to provide executive, community, financial, human resource, technology and business support to the Department of Neighborhoods.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Citywide Indirect Costs	968,033	1,536,414	1,334,035	1,429,700
Departmental Indirect Costs	2,254,039	2,222,692	2,235,307	2,875,016
<b>Total</b>	<b>3,222,072</b>	<b>3,759,106</b>	<b>3,569,342</b>	<b>4,304,716</b>
Full-time Equivalents Total*	17.75	15.75	15.75	19.75

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Leadership and Administration Budget Summary Level:

#### **Citywide Indirect Costs**

The purpose of the Citywide Indirect Costs program is to fund internal services costs originating from outside of the department such as allocated costs from the Department of Finance and Administrative Services and Seattle Information Technology Department.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Citywide Indirect Costs	968,033	1,536,414	1,334,035	1,429,700

#### **Departmental Indirect Costs**

The purpose of the Departmental Indirect Costs program is to fund costs associated with management of the department. This may include personnel costs related to department leadership and administration or other administrative costs such as external rent and operating supplies or services.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Departmental Indirect Costs	2,254,039	2,222,692	2,235,307	2,875,016
Full Time Equivalents Total	17.75	15.75	15.75	19.75

## Department of Neighborhoods

### **DON - BO-DN-I3300 - Community Building**

The purpose of the Community Building Budget Summary Level is to deliver technical assistance, support services, and programs in neighborhoods to strengthen local communities, engage residents in neighborhood improvement, leverage resources, and complete neighborhood-initiated projects.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Community Engagement Coordinators	1,683,944	2,033,352	1,846,427	2,553,682
Community Liaisons	294,615	836,317	840,360	868,095
Duwamish River Opportunity Fun	261,193	250,000	250,000	249,799
Find It Fix It	9,639	30,000	30,000	30,000
HALA	192,947	137,148	138,225	-
Healthy Food Fund	-	-	-	2,500,000
Historic Preservation	951,608	1,115,613	873,054	937,278
Major Institutions and Schools	218,301	224,453	226,553	243,036
Participatory Budgeting (Your Voice Your Choice)	119,290	198,705	225,955	136,388
People's Academy for Community Engagement (PACE)	118,158	141,254	142,309	150,942
P-Patch Community Gardening	806,791	881,748	870,666	3,874,956
<b>Total</b>	<b>4,656,485</b>	<b>5,848,590</b>	<b>5,443,549</b>	<b>11,544,176</b>
Full-time Equivalents Total*	35.75	34.75	34.75	37.25

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

*The following information summarizes the programs in Community Building Budget Summary Level:*

#### **Community Engagement Coordinators**

The purpose of the Community Engagement Coordinators Program is to provide a range of technical assistance and support services for residents and neighborhood groups to develop a sense of partnership among neighborhood residents, businesses, and City government.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Community Engagement Coordinators	1,683,944	2,033,352	1,846,427	2,553,682
Full Time Equivalents Total	12.00	12.00	12.00	15.00

#### **Community Liaisons**

The purpose of the Community Liaisons Program is to provide equitable outreach and engagement in a culturally competent manner to historically underserved communities. This is done for City departments through independent contractors who serve as resources and liaisons for community members, provide quality translations and interpretations and advise on best practices for engaging with their communities.



## Department of Neighborhoods

	2018	2019	2020	2020
Expenditures/FTE	Actuals	Adopted	Endorsed	Proposed
Community Liaisons	294,615	836,317	840,360	868,095
Full Time Equivalents Total	4.75	3.75	3.75	3.75

### Duwamish River Opportunity Fun

The purpose of the Duwamish River Opportunity Fund Program is to support new and existing small-scale programs focused on the challenges faced by communities in the Duwamish River area.

	2018	2019	2020	2020
Expenditures/FTE	Actuals	Adopted	Endorsed	Proposed
Duwamish River Opportunity Fun	261,193	250,000	250,000	249,799
Full Time Equivalents Total	1.00	-	-	-

### Find It Fix It

The purpose of the Find It Fix It (FIFI) Program is provide funds for grassroots projects to improve neighborhood infrastructure.

	2018	2019	2020	2020
Expenditures/FTE	Actuals	Adopted	Endorsed	Proposed
Find It Fix It	9,639	30,000	30,000	30,000

### HALA

The purpose of the Housing Affordability Livability Agenda (HALA) Program is to address affordable housing and livability within the City through outreach and engagement efforts.

	2018	2019	2020	2020
Expenditures/FTE	Actuals	Adopted	Endorsed	Proposed
HALA	192,947	137,148	138,225	-
Full Time Equivalents Total	1.00	1.00	1.00	-

### Healthy Food Fund

The purpose of the Healthy Food Fund Program is to support community-based projects and programs that are food-related consistent with the overarching goal of the Sweetened Beverage Tax of improving public health.

	2018	2019	2020	2020
Expenditures/FTE	Actuals	Adopted	Endorsed	Proposed
Healthy Food Fund	-	-	-	2,500,000
Full Time Equivalents Total	-	-	-	1.50

### Historic Preservation

The purpose of the Historic Preservation Program is to provide technical assistance, outreach, and education to the general public, owners of historic properties, government agencies, and elected officials to identify, protect, rehabilitate, and re-use historic properties

## Department of Neighborhoods

	2018	2019	2020	2020
Expenditures/FTE	Actuals	Adopted	Endorsed	Proposed
Historic Preservation	951,608	1,115,613	873,054	937,278
Full Time Equivalents Total	7.00	7.00	7.00	7.00

### Major Institutions and Schools

The purpose of the Major Institutions and Schools Program is to coordinate community involvement in the development, adoption, and implementation of Major Institution Master Plans, and to facilitate community involvement in school re-use and development.

	2018	2019	2020	2020
Expenditures/FTE	Actuals	Adopted	Endorsed	Proposed
Major Institutions and Schools	218,301	224,453	226,553	243,036
Full Time Equivalents Total	2.00	2.00	2.00	2.00

### Participatory Budgeting (Your Voice Your Choice)

The purpose of the Participatory Budgeting (Your Voice Your Choice) Program is to provide a process in which Seattle residents democratically decide how to spend a portion of the City's budget.

	2018	2019	2020	2020
Expenditures/FTE	Actuals	Adopted	Endorsed	Proposed
Participatory Budgeting (Your Voice Your Choice)	119,290	198,705	225,955	136,388
Full Time Equivalents Total	1.00	2.00	2.00	1.00

### People's Academy for Community Engagement (PACE)

The purpose of the People's Academy for Community Engagement (PACE) Program is to provide leadership development and skill building of emerging leaders in a multicultural, participatory adult learning environment where participants learn hands-on strategies for community building, inclusive engagement, and accessing governments from experts in the field

	2018	2019	2020	2020
Expenditures/FTE	Actuals	Adopted	Endorsed	Proposed
People's Academy for Community Engagement (PACE)	118,158	141,254	142,309	150,942
Full Time Equivalents Total	1.00	1.00	1.00	1.00

### P-Patch Community Gardening

The purpose of the P-Patch Community Gardening Program is to provide community gardens, gardening space, and related support to Seattle residents while preserving open space for productive purposes, particularly in high-density communities

	2018	2019	2020	2020
Expenditures/FTE	Actuals	Adopted	Endorsed	Proposed
P-Patch Community Gardening	806,791	881,748	870,666	3,874,956





# Office of Planning and Community Development

Sam Assefa, Director

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<http://www.seattle.gov/opcd/>

## Department Overview

The Office of Planning and Community Development (OPCD) was established in December 2015 with a mission of strengthening citywide planning and implementation and ensuring City departments are aligned and coordinated in planning for Seattle's future development. OPCD coordinates City departments to ensure that development decisions and investments advance equitable growth, consistent with Seattle's Comprehensive Plan. The department is guided by its vision of "an inspiring city, in harmony with nature, where everyone thrives." In addition to partnering with other City departments, OPCD works closely with community partners and other agencies to implement that vision. During the last four years, OPCD has accomplished a wide range of projects, including implementation of Mandatory Housing Affordability (MHA); legislation to make it easier for property owners to create accessory dwelling units (ADUs); development of new Design Guidelines in six neighborhoods; funding more than 20 community-initiated projects to combat displacement through the Equitable Development Initiative (EDI); and numerous other items.

The director of OPCD co-chairs the Capital Subcabinet with the director of the City Budget Office (CBO) to facilitate a coordinated decision-making structure to guide planning and implementation of infrastructure investments. The Capital Subcabinet is comprised of key staff from the Mayor's Office, CBO, department directors who have responsibility for major capital projects, and directors of departments that support neighborhoods and businesses. OPCD works with members of the cabinet to ensure the City's capital investments support community development objectives, and that department priorities are aligned and reflected in policies and budget resources.

OPCD is organized in three divisions: Citywide Initiatives, Community Planning and Design, and Equitable Development.

### Citywide Initiatives

This division leads the development of strategies, policies and actions on issues of citywide importance through efforts such as Seattle's 2035 Comprehensive Plan Update and the Affordable Middle-Income Housing Advisory Council. This division also represents the City in regional planning initiatives and works with partners to conduct research and analysis on current issues and trends to forecast potential future challenges and opportunities.

### Community Planning and Design

This division works at the neighborhood, district or community scale to develop localized strategies for addressing community-defined priorities. These efforts are typically undertaken in collaboration with community partners and involve multiple City departments as well as other agencies. Outcomes range from near-term tactical interventions to legislative actions such as adoption of design guidelines and rezoning. Decisions about where to focus these efforts are informed by data on growth, equity, displacement, environmental issues and other topics, and are often in response to major capital investments or market forces that will catalyze community change and/or contribute to displacement. This division also leads site- and area-specific efforts to facilitate desired change in the built environment and property redevelopment that achieves community-benefit outcomes.

### Equitable Development

This division leads the City's Equitable Development Initiative (EDI) in partnership with City departments and community groups to invest in community-led efforts aimed at addressing issues of racial equity, social justice and cultural displacement. The Equitable Development Framework guides how the City prioritizes its work; shapes its budgets, policies, programs, and investments; and structures the implementation of targeted strategies and

## Office of Planning and Community Development

equitable development projects by using clear objectives for reducing disparities and achieving equitable outcomes for marginalized populations.

In addition, two independent commissions are housed within OPCD:

The **Seattle Design Commission** promotes civic design excellence in capital improvement projects that are located on City land, in the City right-of-way, or constructed with City funds. The commission provides recommendations on aesthetic, environmental and design principles and policies, and promotes interdepartmental and interagency coordination. The Seattle Design Commission consists of 3.5 FTE staff and 10 commissioners that meet twice a month and review City-funded capital projects such as community centers, park facilities, fire stations and police stations. The commission advises the Mayor, the City Council and City departments on the design of capital improvements and other projects and policies that shape Seattle's public realm.

The **Seattle Planning Commission** advises the Mayor, the City Council and City departments on broad planning goals, policies and plans for the physical development of the city. Comprised of 3.5 FTE staff and 16 volunteers, the commission's work is framed by the Comprehensive Plan and seeks public comment and participation as a part of the process to achieve the plan's vision. The commission provides independent analysis and promotes issues vital to livability.

### Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
General Fund Support	8,231,158	12,759,097	11,679,441	24,617,100
Other Funding - Operating	485,959	546,136	539,950	6,071,108
<b>Total Operations</b>	<b>8,717,117</b>	<b>13,305,233</b>	<b>12,219,391</b>	<b>30,688,208</b>
<b>Total Appropriations</b>	<b>8,717,117</b>	<b>13,305,233</b>	<b>12,219,391</b>	<b>30,688,208</b>
Full-Time Equivalents Total*	45.50	44.00	44.00	45.00

\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

### Budget Overview

The Equitable Development Initiative (EDI) is an important and growing program within OPCD. The EDI program is coordinated by OPCD and guided by an interdepartmental working group consisting of staff from the Office of Housing (OH), Department of Neighborhoods (DON), Office of Economic Development (OED), Mayor's Office (MO), and City Budget Office (CBO). It is also informed by an external community advisory board representing impacted communities. In 2017, the City Council identified the initial five projects for the EDI program. Since then, the EDI program has completed two additional rounds of project funding and now supports a total of 22 unique projects. Support for each of these projects includes a mix of capacity building and capital development funding, which can include site acquisition.

The EDI program was initially funded with \$16 million in one-time proceeds from the sale of surplus property known as the Civic Square Block. The Washington State Legislature passed the Short-Term Rental (STR) Tax in the 2018 legislative session and beginning in 2019, the EDI program has also been funded with STR revenues. In 2020, \$5 million of STR revenues support EDI grant-making. General Fund supports EDI staff and other administrative components of the program, and the 2020 Proposed Budget includes \$430,000 of Community Development Block

## Office of Planning and Community Development

Grant (CDBG) dollars. CDBG dollars are received as part of a grant from the federal government and will support construction or site development work.

In 2019, the City completed the sale of the Mercer Megablock properties in South Lake Union, resulting in new revenues, of which \$15 million is appropriated in the 2020 Proposed Budget for a new Equitable Development Initiative (EDI) Revolving Site Acquisition Loan program. This funding will help project partners acquire site control for EDI projects that include housing in order to advance the project toward concrete implementation outcomes. An additional \$500,000 of Mercer property proceeds are included in OPCD's proposed budget to fund work on strategic investments for anti-displacement property acquisition.

One of the core functions of OPCD is to serve as the steward of the City's Comprehensive Plan, a 20-year vision and roadmap for Seattle's future. The Comprehensive Plan guides City decisions about where to create new jobs and residences, how to improve the transportation system, and where to make capital investments such as utilities, sidewalks, and libraries. It provides a framework to guide most of Seattle's big-picture decisions on how to manage growth while preserving and improving our neighborhoods.

The Washington State Growth Management Act (GMA) requires that cities undertake a major review and update of their comprehensive plans every eight years. Under the GMA, comprehensive plans must accommodate the growth that is anticipated over the next 20 years. The previous major update of the Comprehensive Plan planned for anticipated growth of 70,000 housing units and 115,000 jobs during the 2014-2035 planning period. The next major plan update will extend the planning period to approximately 2043. Based on faster-than-anticipated growth to date and updated state and regional projections for population and employment, the next update will likely anticipate significantly more growth. In response, the City will review and revise as needed the Urban Villages growth strategy and policies that guide City actions that include land use, transportation, housing, and public investments. The 2020 Proposed Budget adds \$650,000 in one-time resources for OPCD to work on an Environmental Impact Study, engage in community outreach, and conduct a racial equity analysis to support the next major update to the Comprehensive Plan.

Another major initiative for OPCD is Sound Transit 3 (ST3) light rail station area planning. ST3 will include 14 new light rail stations and 11 miles of guideway in Seattle. Starting in 2020, City departments and other jurisdictions will begin substantive work on station area planning for ST3 facilities, including policies and implementation strategies concerning urban design and neighborhood integration of Sound Transit investments. OPCD will be engaged in station design and neighborhood integration, including the evaluation of station area planning principles supported by urban design frameworks for each station area, strategy development and implementation for Transit Oriented Development (TOD), Equitable Development, and Anti-Displacement. OPCD is also the lead department on developing station design guidelines, incentive zoning for station areas, and applying a Racial Equity Toolkit (RET) analysis to these projects.

## Office of Planning and Community Development

### Incremental Budget Changes

#### Office of Planning and Community Development

	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>12,219,391</b>	<b>44.00</b>
<b>Baseline</b>		
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	443,442	-
2020 State Paid Family Medical Leave Increase Base Budget	7,256	-
Citywide Adjustments for Standard Cost Changes	74,284	-
<b>Proposed Operating</b>		
EDI Revolving Site Acquisition Loan Fund	15,000,000	-
Strategic Investment Fund	500,000	1.00
Comprehensive Plan Major Update	650,000	-
Restore Funding for EDI Staff	1,119,580	-
Additional EDI Project Funding	540,000	-
Sound Transit 3 Funding from SDOT	134,255	-
<b>Proposed Technical</b>		
Move Short Term Rental Tax to New Fund	-	-
Technical Adjustments for Commissions Housed in OPCD	-	-
<b>Total Incremental Changes</b>	<b>\$18,468,817</b>	<b>1.00</b>
<b>Total 2020 Proposed Budget</b>	<b>\$30,688,208</b>	<b>45.00</b>

### Description of Incremental Budget Changes

#### Baseline

##### **2020 Coalition and Non-Rep Annual Wage Increase Base Budget**

Expenditures \$443,442

This centrally administered change adjusts appropriations to reflect the Annual Wage Increase, as outlined in the tentative agreement between the City and the Coalition of Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor. Of this amount, \$28,330 is Real Estate Excise Tax and the remaining \$415,112 is General Fund.

##### **2020 State Paid Family Medical Leave Increase Base Budget**

Expenditures \$7,256

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the tentative agreement with the Coalition of Unions moves a portion of the cost responsibility to the employee in 2020, with the City paying the remainder. This



## Office of Planning and Community Development

item increases appropriations to account for the City's obligation for all employees. General Fund supports \$6,789 of this increase and the remaining \$467 is from Real Estate Excise Tax.

### Citywide Adjustments for Standard Cost Changes

Expenditures \$74,284

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including the Department of Finance & Administrative Services rates, Information Technology rates and Human Resources rates, health care, retirement and industrial insurance charges for the department. This adjustment also includes a transfer of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City's efforts to improve investigative processes and practices across the City departments. While the internal service rates are final for 2020, some of the other adjustments reflect initial assumptions about these costs and inflators early in the budget process. The General Fund supports \$71,861 of this allocation and the remaining \$2,423 is supported by Real Estate Excise Tax.

### Proposed Operating

#### EDI Revolving Site Acquisition Loan Fund

Expenditures \$15,000,000

Escalating land prices have become a barrier to implementing the strategies outlined in the Equitable Development Initiative (EDI) Implementation Plan and Equitable Development Financial Strategy. The 2020 Proposed Budget includes \$15 million of one-time funding to address this issue by creating a revolving site acquisition loan program for equitable development projects. Loans will be repaid with permanent financing so that this can be a sustainable tool to serve future projects. This item is funded by proceeds from the Mercer Megablock property sale in South Lake Union.

#### Strategic Investment Fund

Expenditures \$500,000

Position Allocation 1.00

The 2020 Proposed Budget makes significant investments in strategic land acquisition to advance racial equity and address displacement. The proposed budget adds \$330,664 of one-time General Fund for strategic land acquisition work to address displacement. The work will include community outreach and engagement. It will also include a citywide scan of potential properties, including feasibility evaluation. This item also provides \$169,336 of ongoing General Fund for a Strategic Advisor 2 Real Estate Advisor position. The proposed budget also includes a \$42 million allocation in Finance General to support a Strategic Investment Fund. OPCD will work with DON, OED, CBO, and OH on all phases of the strategic investment land acquisition work. Funding for this item comes from sale of the Mercer Megablock property in South Lake Union.

#### Comprehensive Plan Major Update

Expenditures \$650,000

This item adds \$650,000 of one-time General Fund support to launch the next major update of the City's Comprehensive Plan. The Plan update, which is required under the state Growth Management Act, is anticipated to take three years to complete. This item includes \$500,000 for OPCD to contract with a consultant team for the project EIS and \$150,000 for outreach and engagement. OPCD is working with DON and OCR to develop a community engagement work plan which will result in the generation of specific tasks and roles for OPCD, DON and consultants.

## Office of Planning and Community Development

### Restore Funding for EDI Staff

Expenditures \$1,119,580

This ongoing item restores funding to OPCD's budget for administration of the Equitable Development Initiative. In 2019, \$4 million of Short-Term Rental Tax (STR) dollars were allocated to community-initiated projects, and \$1 million of STR dollars were allocated to administer the program. On July 22, 2019, the City Council passed legislation that directed all \$5 million of OPCD's STR budget to community-initiated equitable development projects. This item adds General Fund to support the 6 FTEs who administer the EDI program and to support EDI administrative and consultant services costs.

### Additional EDI Project Funding

Expenditures \$540,000

The 2020 Proposed Budget adds \$540,000 of one-time funding for Equitable Development Initiative grant awards. This will support projects that are strong candidates for project selection but were not initially selected for funding due to budget constraints. Of this amount, \$40,000 is from the General Fund and the remaining \$500,000 is from the Unrestricted Cumulative Reserve Fund.

### Sound Transit 3 Funding from SDOT

Expenditures \$134,255

Revenues \$134,255

This technical item increases appropriation authority by \$134,255 for station area planning work related to Sound Transit 3. The 2020 Endorsed Budget included an appropriation of \$134,255 in SDOT's budget for work to be performed by OPCD in support of Sound Transit 3. This item adds the corresponding budget appropriation for OPCD. Revenues in SDOT's Transportation Fund (street use fees) are supporting this one-time General Fund appropriation to OPCD.

## Proposed Technical

### Move Short Term Rental Tax to New Fund

Expenditures -

During 2019, Council passed Ordinance 125872 which created the Short-Term Rental Tax Fund. This technical adjustment moves OPCD's \$5 million allocation of short-term rental tax from the General Fund to this new fund. This appropriation will be used to support the Equitable Development Initiative.

### Technical Adjustments for Commissions Housed in OPCD

Expenditures -

This budget neutral item allocates commission budgets where expenses are occurring to assist with planning and monitoring efforts.

## Office of Planning and Community Development

### Expenditure Overview

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Appropriations</b>				
<b>OPCD - BO-PC-X2P00 - Planning and Community Development</b>				
00100 - General Fund	8,231,158	12,759,097	11,679,441	24,617,100
00164 - Unrestricted Cumulative Reserve Fund	-	-	-	500,000
12200 - Short-Term Rental Tax Fund	-	-	-	5,000,000
<b>Total for BSL: BO-PC-X2P00</b>	<b>8,231,158</b>	<b>12,759,097</b>	<b>11,679,441</b>	<b>30,117,100</b>
<b>OPCD - BO-PC-X2P10 - Design Commission</b>				
30010 - REET I Capital Fund	485,959	546,136	539,950	571,108
<b>Total for BSL: BO-PC-X2P10</b>	<b>485,959</b>	<b>546,136</b>	<b>539,950</b>	<b>571,108</b>
<b>Department Total</b>	<b>8,717,117</b>	<b>13,305,233</b>	<b>12,219,391</b>	<b>30,688,208</b>
<b>Department Full-Time Equivalents Total*</b>	<b>45.50</b>	<b>44.00</b>	<b>44.00</b>	<b>45.00</b>

\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

### Budget Summary by Fund Office of Planning and Community Development

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
00100 - General Fund	8,231,158	12,759,097	11,679,441	24,617,100
00164 - Unrestricted Cumulative Reserve Fund	-	-	-	500,000
12200 - Short-Term Rental Tax Fund	-	-	-	5,000,000
30010 - REET I Capital Fund	485,959	546,136	539,950	571,108
<b>Budget Totals for OPCD</b>	<b>8,717,117</b>	<b>13,305,233</b>	<b>12,219,391</b>	<b>30,688,208</b>

### Revenue Overview

#### 2020 Estimated Revenues

Account Code	Account Name	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
331110	Direct Fed Grants	-	-	-	430,000
344000	Transportation	-	-	-	134,255
<b>Total Revenues for: 00100 - General Fund</b>		-	-	-	<b>564,255</b>
<b>Total OPCD Resources</b>		-	-	-	<b>564,255</b>

# Office of Planning and Community Development

## Appropriations by Budget Summary Level and Program

### **OPCD - BO-PC-X2P00 - Planning and Community Development**

The purpose of the Planning and Community Development Budget Summary Level is to manage a collaborative vision for planning that advances equitable development and creates great places in the City of Seattle that is consistent with Seattle's Comprehensive Plan, and to inform and guide growth related decisions for future development.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Planning	7,766,204	12,193,927	11,119,640	29,508,063
Planning Commission Management	464,954	565,170	559,801	609,037
<b>Total</b>	<b>8,231,158</b>	<b>12,759,097</b>	<b>11,679,441</b>	<b>30,117,100</b>
Full-time Equivalents Total*	42.00	40.50	40.50	41.50

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Planning and Community Development Budget Summary Level:

#### **Planning**

The purpose of the Planning Program is to manage a coordinated vision for growth and development in the City of Seattle that is consistent with Seattle's Comprehensive Plan, and to inform and guide growth related decisions for future development.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Planning	7,766,204	12,193,927	11,119,640	29,508,063
Full Time Equivalents Total	39.00	37.50	37.50	38.50

#### **Planning Commission Management**

The purpose of the Planning Commission is to advise the Mayor, the City Council and City departments on broad planning goals, policies and plans for the physical development of the city. The commission also provides independent analysis and promotes issues vital to livability.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Planning Commission Management	464,954	565,170	559,801	609,037
Full Time Equivalents Total	3.00	3.00	3.00	3.00

## Office of Planning and Community Development

### OPCD - BO-PC-X2P10 - Design Commission

The purpose of the Design Commission Budget Summary Level is to give advice to the Mayor, City Council, and City Departments, concerning City-funded Capital Improvement Projects, projects that seek long-term use of the right-of-way, or major transportation projects.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Design Commission	485,959	546,136	539,950	571,108
<b>Total</b>	<b>485,959</b>	<b>546,136</b>	<b>539,950</b>	<b>571,108</b>
Full-time Equivalents Total*	3.50	3.50	3.50	3.50

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*



# Community Police Commission

Bessie Scott, Interim Executive Director

(206) 256-5545

<http://www.seattle.gov/policecommission/>

## Department Overview

The Office of the Community Police Commission (CPC) is the administrative and policy support entity of the Community Police Commission. The CPC is charged with providing community oversight and input on the police reform efforts that are the subject of a Settlement Agreement between the City and the U.S. Department of Justice regarding police practices. Membership of the CPC was modified in 2017 through legislation addressing changes in civilian oversight of the police ([Ordinance 125315](#)). A 21-member board appointed by the Mayor, the City Council and the Community Police Commission governs the CPC. Each commissioner serves a three-year term.

The CPC provides an independent forum for dialogue and widespread input on the reform efforts embodied in the Settlement Agreement and Memorandum of Understanding established by the Department of Justice. Ongoing community input is a critical component of achieving and maintaining effective and constitutional policing.

The CPC leverages the ideas, talent, experience and expertise of the people of Seattle to ensure police services:

- fully comply with the Constitution of the United States;
- ensure public and officer safety; and
- promote public confidence in the Seattle Police Department and its officers.

In 2017, the CPC's role was further refined through legislation addressing changes in the civilian oversight of the police ([Ordinance 125315](#)). The CPC is still charged with fulfilling and prioritizing the responsibilities as specified under the Consent Decree and Memorandum of Understanding and its role now includes:

- reviewing and providing input to many city partners on the police accountability system, police services and the Seattle Police Department's policies and practices;
- engaging in community outreach to obtain the perspectives of the community on police-community relations, the police accountability system, police services, policies and practices and providing that input to other City departments;
- maintaining connections with representatives of disenfranchised communities and community groups; and
- advocating for reforms to state law that will enhance public trust and confidence in policing and the criminal justice system.

## Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
General Fund Support	1,200,723	1,499,712	1,468,572	1,567,285
<b>Total Operations</b>	<b>1,200,723</b>	<b>1,499,712</b>	<b>1,468,572</b>	<b>1,567,285</b>
<b>Total Appropriations</b>	<b>1,200,723</b>	<b>1,499,712</b>	<b>1,468,572</b>	<b>1,567,285</b>
Full-Time Equivalents Total*	9.00	9.00	9.00	9.00

\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

# Community Police Commission

## Budget Overview

The 2020 Proposed Budget for the Community Police Commission (CPC) makes no significant changes and includes minor Citywide technical changes which are described below. Funding is reserved in the FAS proposed budget for future space renovations needs, estimated at \$250,000, as determined by CPC leadership.

## Incremental Budget Changes

### Community Police Commission

	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>1,468,572</b>	<b>9.00</b>
<b>Baseline</b>		
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	77,905	-
2020 State Paid Family Medical Leave Increase Base Budget	1,190	-
Citywide Adjustments for Standard Cost Changes	19,618	-
<b>Total Incremental Changes</b>	<b>\$98,713</b>	<b>-</b>
<b>Total 2020 Proposed Budget</b>	<b>\$1,567,285</b>	<b>9.00</b>

## Description of Incremental Budget Changes

### Baseline

#### **2020 Coalition and Non-Rep Annual Wage Increase Base Budget**

Expenditures \$77,905

This centrally administered change adjusts appropriations to reflect the Annual Wage Increase, as outlined in the tentative agreement between the City and the Coalition of Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor.

#### **2020 State Paid Family Medical Leave Increase Base Budget**

Expenditures \$1,190

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the tentative agreement with the Coalition of Unions moves a portion of the cost responsibility to the employee in 2020, with the City paying the remainder. This item increases appropriations to account for the City's obligation for all employees.



## Community Police Commission

### Citywide Adjustments for Standard Cost Changes

Expenditures \$19,618

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including the Department of Finance & Administrative Services rates, Information Technology rates and Human Resources rates, health care, retirement and industrial insurance charges for the department. This adjustment also includes a transfer of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City's efforts to improve investigative processes and practices across the City departments. While the internal service rates are final for 2020, some of the other adjustments reflect initial assumptions about these costs and inflators early in the budget process.

### Expenditure Overview

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Appropriations</b>				
<b>CPC - BO-CP-X1P00 - Office of the Community Police Commission</b>				
00100 - General Fund	1,200,723	1,499,712	1,468,572	1,567,285
<b>Total for BSL: BO-CP-X1P00</b>	<b>1,200,723</b>	<b>1,499,712</b>	<b>1,468,572</b>	<b>1,567,285</b>
<b>Department Total</b>	<b>1,200,723</b>	<b>1,499,712</b>	<b>1,468,572</b>	<b>1,567,285</b>
<b>Department Full-Time Equivalent Total*</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>

*\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### Budget Summary by Fund Community Police Commission

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
00100 - General Fund	1,200,723	1,499,712	1,468,572	1,567,285
<b>Budget Totals for CPC</b>	<b>1,200,723</b>	<b>1,499,712</b>	<b>1,468,572</b>	<b>1,567,285</b>

# Community Police Commission

## Appropriations by Budget Summary Level and Program

### CPC - BO-CP-X1P00 - Office of the Community Police Commission

The purpose of the Office of the Community Police Commission Budget Summary Level is to leverage the ideas, talents, experience, and expertise of the community to provide ongoing community input into the development of the Seattle Police Department reforms, the establishment of police priorities, and facilitation of police/community relationships necessary to promote public safety.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Office of the Community Police	1,200,723	1,499,712	1,468,572	1,567,285
<b>Total</b>	<b>1,200,723</b>	<b>1,499,712</b>	<b>1,468,572</b>	<b>1,567,285</b>
Full-time Equivalents Total*	9.00	9.00	9.00	9.00

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

# Seattle Fire Department

Harold D Scoggins, Fire Chief

(206) 386-1400

[www.seattle.gov/fire](http://www.seattle.gov/fire)

## Department Overview

The Seattle Fire Department (SFD) provides fire protection and prevention, technical rescue and emergency medical services for the City of Seattle. It deploys engine companies, ladder companies, aid and medic units and fireboats to mitigate the loss of life and property resulting from fires, medical emergencies and other disasters. SFD maintains 33 fire stations that are strategically located within six battalions to provide optimal response times to emergencies. Each battalion serves specific geographic areas in the city: the downtown/Central Area, north and northeast Seattle, northwest Seattle, south and southeast Seattle and West Seattle.

SFD has a strong record on prevention of fires and property loss from fires. Seattle has fewer fires than the national average and of other cities with similar population size. Dollar loss and civilian deaths are also below the national and regional averages. Seattle averages 0.9 fires annually per 1,000 residents, which is lower than the regional average of 3.5 and national average of 4.1. Over the past five years, the average number of total structure fires per year in Seattle has been 624. Total fire dollar loss averaged \$22.6 million per year.

SFD provides emergency medical responses, which account for approximately 82% of all fire emergency calls in Seattle. In order to respond to the emergency medical demand, all Seattle firefighters are trained as emergency medical technicians (EMTs) to provide basic emergency medical care, or basic life support. SFD staffs seven medic units each with two firefighter-trained paramedics to provide more advanced medical care or advanced life support. Additionally, the department has five full-time and two peak-time aid units staffed by firefighters to provide basic life support citywide.

In 2016, SFD implemented the Low Acuity Alarm Program to reduce non-emergency calls to the 911 system and to provide improved service and care to individuals with non-emergent needs. Currently, core activities are high utilizer intervention (individuals and locations), low acuity data and trend analysis, establishment of referral partnerships and alternate treatment/transportation development.

The department also has marine, hazardous materials, high-angle, tunnel and confined-space rescue teams. In addition, SFD officers and firefighters are members of local and national disaster response teams such as the Federal Emergency Management Agency (FEMA)'s Urban Search and Rescue Task Force and wild land firefighting. SFD's fire prevention efforts include fire code enforcement, building inspections, plan reviews of fire and life safety systems, public education and fire safety programs, regulation of hazardous materials storage and processes and regulation of places of public assembly and public events to ensure life safety.

# Seattle Fire Department

## Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
General Fund Support	221,311,051	219,514,500	220,970,564	223,342,630
<b>Total Operations</b>	<b>221,311,051</b>	<b>219,514,500</b>	<b>220,970,564</b>	<b>223,342,630</b>
<b>Total Appropriations</b>	<b>221,311,051</b>	<b>219,514,500</b>	<b>220,970,564</b>	<b>223,342,630</b>

Full-Time Equivalents Total\* 1,158.55 1,167.05 1,167.05 1,168.55

\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

## Budget Overview

The Seattle Fire Department’s (SFD) 2020 Proposed Budget reflects the City's commitment to maintaining public safety and supporting the work of those who directly meet the community's emergency-response needs.

### Enhancing Response to 9-1-1 Calls

SFD plays a key role responding to a high volume of 9-1-1 calls that are medical, behavioral, and/or social in nature and do not require emergency interventions or hospitalization, or “low-acuity” calls. In 2018, downtown core units responded to over 11,000 low-acuity calls. This represented nearly 50% of those units’ EMS run volume. Yet SFD has few options for these patients beyond hospital Emergency Department (ED) transport or leaving them at the scene. Nearly half of these downtown non-emergent patients were seen but not transported and almost 4,000 of them were seen and transported to an ED. Low-acuity conditions affect some of the most vulnerable in the community and 31% of downtown core patients were flagged as experiencing homelessness.

In late 2019, SFD launched Health One, a Mobile Integrated Health (MIH) pilot, to intervene in crises after a 9-1-1 call as an alternative to this current state. This program sends a team of two fire fighters and one social worker to the scene of low-acuity and crisis EMS calls to divert patients to appropriate and therapeutic destinations. This service will achieve a “warm handoff” of the patient to a new or existing caseworker and supportive services, including shelter, housing, and substance abuse treatment. The 2020 Proposed Budget adds resources to enhance the Health One program.

### Providing Life Safety Protections

SFD's Fire Marshal's Office (FMO) provides fire prevention services, including enforcement of the Fire Code, to help provide a high standard of life safety to residents, workers, and visitors to the city. Currently one in three fire protection systems in Seattle are out of compliance, and roughly one in three fire calls turns out to be a false alarm. Until recently, SFD could only provide a notice of violation that did not always result in sustained compliance. Following up on notices of violation (now called orders to comply) requires scheduling return visits that provide time for building owners to come into compliance, unless the violation requires immediate compliance. If a building owner continues not to comply with an order, after potential extensions of compliance deadlines, prosecution is the next step in enforcement, with the threat of penalties of up to \$1,000 per day of violation. This is a slow process that may be too lenient for smaller violations that are easy to come into compliance for and then reoffend. At the same time, the penalty at the end of the process can be harsh.

In late 2019, legislation was approved to provide FMO with a more moderate tool to compel code compliance. SFD now has the authority to issue citations for Fire Code violations such as locked exit doors, failure to properly

## Seattle Fire Department

maintain fire protection systems like sprinklers, and repeated false alarms. The provisions for Fire Code citations are similar to existing provisions in the Seattle Municipal Code for the Seattle Department of Construction and Inspections and the Seattle Department of Transportation, including appeal to the Office of the Hearing Examiner. This moderate tool in FMO's toolbox will improve life safety in the city by providing an immediate penalty and incentive for building owners and businesses to comply with the Fire Code.

### **Increasing Administrative Workload**

As the city has grown and demand for SFD services has increased, so have demands on the Operations team's administrative staff. The department is striving to increase efficiencies with electronic systems; however, even with the addition of these systems, the volume of work far exceeds the resources available and the current staff in the past two years have worked a significant amount of overtime to keep up. A new position using existing resources will help provide the level of administrative support that is needed to effectively run Seattle Fire Department Operations and Resource Management Divisions.

# Seattle Fire Department

## Incremental Budget Changes

### Seattle Fire Department

	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>220,970,564</b>	<b>1167.05</b>
<b>Baseline</b>		
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	719,197	-
2020 State Paid Family Medical Leave Increase Base Budget	200,828	-
Add Accounting Position	54,996	0.50
Citywide Adjustments for Standard Cost Changes	959,825	-
<b>Proposed Operating</b>		
Add Ops Admin Support	-	1.00
Enhance Health One	400,000	-
Increase Seattle IT Allocation to Fund Accela Support	37,220	-
<b>Total Incremental Changes</b>	<b>\$2,372,066</b>	<b>1.50</b>
<b>Total 2020 Proposed Budget</b>	<b>\$223,342,630</b>	<b>1168.55</b>

## Description of Incremental Budget Changes

### Baseline

#### **2020 Coalition and Non-Rep Annual Wage Increase Base Budget**

Expenditures \$719,197

This centrally administered change adjusts appropriations to reflect the Annual Wage Increase for the department's non-uniformed staff, as outlined in the tentative agreement between the City and the Coalition of Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor.

#### **2020 State Paid Family Medical Leave Increase Base Budget**

Expenditures \$200,828

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the tentative agreement with the Coalition of Unions moves a portion of the cost responsibility to the employee in 2020, with the City paying the remainder. This item increases appropriations to account for the City's obligation for all employees.

# Seattle Fire Department

## Add Accounting Position

Expenditures	\$54,996
Position Allocation	0.50

This item adds an Accounting Technician II position to providing accounting support for the Fire Prevention Division, which will be implementing a new Fire Code citations program. The additional resource will be funded by new revenues collected from the Fire Code citations program. Until the fall of 2019, SFD did not have the authority to issue citations for Fire Code violations such as locked exit doors, failure to properly maintain fire protection systems like sprinklers, and repeated false alarms. With citations, the Fire Marshall's Office can now more quickly incentivize businesses and building owners to comply with the Fire Code than the prior method of issuing notices of violation, scheduling return visits and re-inspections, and pursuing litigation in particularly uncooperative cases. The 2020 Proposed Budget also increases resources at the Office of the Hearing Examiner to handle the citations appeals resulting from the new program. See the Office of the Hearing Examiner's budget book pages for more detail.

## Citywide Adjustments for Standard Cost Changes

Expenditures	\$959,825
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Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including the Department of Finance & Administrative Services rates, Information Technology rates and Human Resources rates, health care, retirement and industrial insurance charges for the department. This adjustment also includes a transfer of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City's efforts to improve investigative processes and practices across the City departments. While the internal service rates are final for 2020, some of the other adjustments reflect initial assumptions about these costs and inflators early in the budget process.

## Proposed Operating

### Enhance Health One

Expenditures	\$400,000
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This item adds funding to enhance the Health One mobile integrated health service. Health One sends a team of two fire fighters and one social worker to the scene of EMS calls that do not require emergency department transportation, to divert patients to appropriate and therapeutic destinations. This program will allow firefighters and police officers to focus on emergency situations. The 2019 pilot program for Health One launched with operating hours coinciding with peak call times and core business hours of partner referral services, four days a week. This funding will enable SFD to expand Health One service and track and evaluate the program more effectively.

### Increase Seattle IT Allocation to Fund Accela Support

Expenditures	\$37,220
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This item adds expenditure authority to SFD to cover its portion of new staffing added in Seattle Information Technology (Seattle IT) for the Permitting System Integration (PSI)/Accela program. See Seattle IT's budget book section for more details on this program.

# Seattle Fire Department

## Add Ops Admin Support

Expenditures	-
Position Allocation	1.00

This item adds an Administrative Staff Assistant to perform complex administrative support functions directly supporting the Assistant Chief of Operations and Assistant Chief of Resource Management and respective divisions and provide supervision of three administrative staff. SFD has documented a significant increase in the administrative workload of their Operations team since 2015, including overtime transaction processing, travel and training requests, tour and visit requests, memo generation, mail processing, and special events coordination. This increased workload resulted in nearly 1,000 hours of overtime (among 5 staff members) worked in 2018. The costs of this new position will be offset with reductions in utilization of temporary employment services and/or overtime.



# Seattle Fire Department

## Expenditure Overview

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Appropriations</b>				
<b>SFD - BO-FD-F1000 - Leadership and Administration</b>				
00100 - General Fund	35,965,429	39,976,067	39,063,734	40,579,642
<b>Total for BSL: BO-FD-F1000</b>	<b>35,965,429</b>	<b>39,976,067</b>	<b>39,063,734</b>	<b>40,579,642</b>
<b>SFD - BO-FD-F3000 - Operations</b>				
00100 - General Fund	176,212,790	169,556,729	171,815,676	172,399,192
<b>Total for BSL: BO-FD-F3000</b>	<b>176,212,790</b>	<b>169,556,729</b>	<b>171,815,676</b>	<b>172,399,192</b>
<b>SFD - BO-FD-F5000 - Fire Prevention</b>				
00100 - General Fund	9,132,832	9,981,704	10,091,154	10,363,796
<b>Total for BSL: BO-FD-F5000</b>	<b>9,132,832</b>	<b>9,981,704</b>	<b>10,091,154</b>	<b>10,363,796</b>
<b>Department Total</b>	<b>221,311,051</b>	<b>219,514,500</b>	<b>220,970,564</b>	<b>223,342,630</b>
<b>Department Full-Time Equivalents Total*</b>	<b>1,158.55</b>	<b>1,167.05</b>	<b>1,167.05</b>	<b>1,168.55</b>

\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

## Budget Summary by Fund Seattle Fire Department

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
00100 - General Fund	221,311,051	219,514,500	220,970,564	223,342,630
<b>Budget Totals for SFD</b>	<b>221,311,051</b>	<b>219,514,500</b>	<b>220,970,564</b>	<b>223,342,630</b>

# Seattle Fire Department

## Appropriations by Budget Summary Level and Program

### SFD - BO-FD-F1000 - Leadership and Administration

The purpose of the Leadership and Administration Budget Summary Level is to provide strategy and policy, public outreach and education, information and personnel management, recruitment and training of uniformed staff; allocate and manage available resources; and provide logistical support needed to achieve the Department's mission.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Citywide Indirect Costs	20,912,915	27,437,733	26,459,847	27,484,410
Departmental Indirect Costs	15,077,983	12,538,334	12,603,887	13,095,232
Pooled Benefits	(25,469)	-	-	-
<b>Total</b>	<b>35,965,429</b>	<b>39,976,067</b>	<b>39,063,734</b>	<b>40,579,642</b>
Full-time Equivalents Total*	54.00	60.00	60.00	60.50

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Leadership and Administration Budget Summary Level:

#### Citywide Indirect Costs

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Citywide Indirect Costs	20,912,915	27,437,733	26,459,847	27,484,410

#### Departmental Indirect Costs

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Departmental Indirect Costs	15,077,983	12,538,334	12,603,887	13,095,232
Full Time Equivalents Total	54.00	60.00	60.00	60.50

#### Pooled Benefits

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Pooled Benefits	(25,469)	-	-	-

# Seattle Fire Department

## SFD - BO-FD-F3000 - Operations

The purpose of the Operations Budget Summary Level is to provide emergency and disaster response capabilities for fire suppression, emergency medical needs, hazardous materials, weapons of mass destruction, and search and rescue. In addition, reduce injuries by identifying and changing practices that place firefighters at greater risk and provide communication services.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Battalion 2	22,614,098	28,128,703	28,608,916	28,622,069
Battalion 3 Medic One	14,238,850	13,665,927	13,772,972	13,800,973
Battalion 4	24,598,065	27,270,907	27,775,962	27,789,372
Battalion 5	24,353,095	25,752,466	26,203,426	26,215,032
Battalion 6	22,426,915	24,159,793	24,562,788	24,572,992
Battalion 7	22,791,689	21,576,587	21,925,193	21,932,565
Communications	5,591,810	5,151,374	5,182,727	5,201,055
Office of the Operations Chief	11,225,243	7,214,065	7,310,627	7,452,309
Operations Activities	27,197,760	15,271,537	15,099,527	15,420,864
Safety and Risk Management	1,175,264	1,365,370	1,373,538	1,391,961
<b>Total</b>	<b>176,212,790</b>	<b>169,556,729</b>	<b>171,815,676</b>	<b>172,399,192</b>
Full-time Equivalents Total*	1,043.05	1,043.05	1,043.05	1,044.05

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Operations Budget Summary Level:

### **Battalion 2**

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Battalion 2	22,614,098	28,128,703	28,608,916	28,622,069
Full Time Equivalents Total	205.45	205.45	205.45	205.45

### **Battalion 3 Medic One**

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Battalion 3 Medic One	14,238,850	13,665,927	13,772,972	13,800,973
Full Time Equivalents Total	82.00	82.00	82.00	82.00

# Seattle Fire Department

## Battalion 4

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Battalion 4	24,598,065	27,270,907	27,775,962	27,789,372
Full Time Equivalents Total	199.45	199.45	199.45	199.45

## Battalion 5

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Battalion 5	24,353,095	25,752,466	26,203,426	26,215,032
Full Time Equivalents Total	185.45	185.45	185.45	185.45

## Battalion 6

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Battalion 6	22,426,915	24,159,793	24,562,788	24,572,992
Full Time Equivalents Total	169.45	169.45	169.45	169.45

## Battalion 7

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Battalion 7	22,791,689	21,576,587	21,925,193	21,932,565
Full Time Equivalents Total	148.45	148.45	148.45	148.45

## Communications

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Communications	5,591,810	5,151,374	5,182,727	5,201,055
Full Time Equivalents Total	35.80	35.80	35.80	35.80

# Seattle Fire Department

## Office of the Operations Chief

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Office of the Operations Chief	11,225,243	7,214,065	7,310,627	7,452,309
Full Time Equivalents Total	11.00	11.00	11.00	12.00

## Operations Activities

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Operations Activities	27,197,760	15,271,537	15,099,527	15,420,864

## Safety and Risk Management

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Safety and Risk Management	1,175,264	1,365,370	1,373,538	1,391,961
Full Time Equivalents Total	6.00	6.00	6.00	6.00

### **SFD - BO-FD-F5000 - Fire Prevention**

The purpose of the Fire Prevention Budget Summary Level is to provide Fire Code enforcement to help prevent injury and loss from fire and other hazards.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Code Compliance	514,564	542,368	547,224	553,744
Fire Investigations	1,349,588	1,436,857	1,454,636	1,462,796
Office of the Fire Marshall	1,479,568	1,561,693	1,578,482	1,656,802
Regulating Construction	2,815,268	3,452,735	3,488,354	3,602,674
Special Events	805,447	619,796	623,320	623,994
Special Hazards	2,168,397	2,368,255	2,399,138	2,463,786
<b>Total</b>	<b>9,132,832</b>	<b>9,981,704</b>	<b>10,091,154</b>	<b>10,363,796</b>
Full-time Equivalents Total*	61.50	64.00	64.00	64.00

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

# Seattle Fire Department

The following information summarizes the programs in Fire Prevention Budget Summary Level:

## Code Compliance

	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
<b>Expenditures/FTE</b>				
Code Compliance	514,564	542,368	547,224	553,744
Full Time Equivalents Total	4.00	4.00	4.00	4.00

## Fire Investigations

	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
<b>Expenditures/FTE</b>				
Fire Investigations	1,349,588	1,436,857	1,454,636	1,462,796
Full Time Equivalents Total	9.00	9.00	9.00	9.00

## Office of the Fire Marshall

	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
<b>Expenditures/FTE</b>				
Office of the Fire Marshall	1,479,568	1,561,693	1,578,482	1,656,802
Full Time Equivalents Total	8.50	8.50	8.50	8.50

## Regulating Construction

	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
<b>Expenditures/FTE</b>				
Regulating Construction	2,815,268	3,452,735	3,488,354	3,602,674
Full Time Equivalents Total	19.50	22.00	22.00	22.00

## Special Events

	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
<b>Expenditures/FTE</b>				
Special Events	805,447	619,796	623,320	623,994
Full Time Equivalents Total	3.00	3.00	3.00	3.00

# Seattle Fire Department

## Special Hazards

	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2020</b>
<b>Expenditures/FTE</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Endorsed</b>	<b>Proposed</b>
Special Hazards	2,168,397	2,368,255	2,399,138	2,463,786
Full Time Equivalents Total	17.50	17.50	17.50	17.50





# Firefighter's Pension

Steve Brown, Executive Secretary

(206) 625-4355

<http://www.seattle.gov/firepension/>

## Department Overview

The Firefighters' Pension Fund (FPEN) provides pension and medical benefit services to eligible firefighters, active and retired, and their beneficiaries. FPEN is a closed plan that only covers firefighters who were hired before October 1, 1977. Retiree benefits for firefighters hired more recently are primarily covered through a separate state-managed plan.

Management of firefighter benefits funds transitioned in the 1970s from local to state control. Prior to that time, the City paid into FPEN to provide for firefighter retiree benefits. In March 1970, the state created the Law Enforcement Officers and Fire Fighters Retirement System Plan 1 (LEOFF 1). Seattle firefighters hired between March 1970 and October 1977 enrolled in LEOFF 1, but also received additional benefit coverage through FPEN. As a result, this group of firefighters receives retiree benefits primarily from the state's LEOFF 1 plan, but also any earned increment from the City's FPEN that exceeds LEOFF 1 coverage. Both FPEN and LEOFF 1 closed to new enrollees in October 1977. Firefighters hired after that date enroll in the state's LEOFF 2 plan and do not receive benefits from FPEN.

The Seattle Firefighters' Pension Board is a five-member quasi-judicial body chaired by the Mayor or his/her designee, which formulates policy, rules on disability applications, and provides oversight of the Firefighters' Pension Fund. Four staff employees of the board handle all of its operational functions. Staff positions associated with Firefighters' Pension Fund are not reflected in the City's position list.

The projections of annual pension and medical benefits, which comprise about 97% of the total annual FPEN budget, are based on the forecasts of an independent actuary. The Firefighters' Pension Fund has two statutory funding sources:

- The first is a component of the City's property tax levy. These revenues are placed in the City's General Fund, which funds the Fire Pension Fund's annual budget.
- The second is the state fire insurance premium tax.

These statutory funding sources are in addition to other smaller funding sources that support the Firefighters' Pension Fund obligations.

The Firefighters' Pension Fund includes two funds: the Fire Pension Fund, which pays current pension, medical, and death benefits; and the Actuarial Account, which was established by [Ordinance 117216](#) in 1994 to accumulate a balance sufficient to pay all future pension liabilities of the fund by 2028.

## Firefighter's Pension

### Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
Other Funding - Operating	18,176,719	20,688,309	21,168,375	21,236,362
<b>Total Operations</b>	<b>18,176,719</b>	<b>20,688,309</b>	<b>21,168,375</b>	<b>21,236,362</b>
<b>Total Appropriations</b>	<b>18,176,719</b>	<b>20,688,309</b>	<b>21,168,375</b>	<b>21,236,362</b>
Full-Time Equivalents Total*	4.00	4.00	4.00	4.00

*\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### Budget Overview

The Firefighters' Pension Fund (FPEN) receives almost all of its revenue from the City's General Fund. FPEN's expenditures pay the legally-mandated pension and medical benefits, including long-term care, to eligible retired firefighters and qualified beneficiaries. Most of FPEN's retirees are represented by either Local 27 (firefighters' union) or Local 2898 (fire chiefs' union) and their total pension benefits are increased annually with a cost of living adjustment (COLA) equal to the negotiated annual wage increases (AWI) for the active union members at the Seattle Fire Department and then offset by benefits paid by the state's LEOFF 1 pension plan which has its own annual growth rate.

In November 2016, Council passed Ordinance 125190 which requires an actuarially determined level payment amount from the City to the FPEN Fund each year to cover pension benefit costs. Any remaining difference between the payment amount and actual pension benefit costs is transferred to the Actuarial Account for FPEN's future pension obligations. The account is invested in a portfolio managed by the Department of Finance and Administrative Services (FAS). The 2020 Proposed Budget assumes an annual rate of return of 6% on the investment portfolio and that the returns are continuously reinvested.

The 2020 Proposed Budget increases the administration appropriations by \$40,000 compared to the 2020 Endorsed budget to reflect citywide changes to wages, family medical leave benefits and internal service costs. It also increases the pension benefits payments by \$28,000.

## Firefighter's Pension

### Incremental Budget Changes

#### Firefighter's Pension

	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>21,168,375</b>	<b>4.00</b>
<b>Baseline</b>		
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	45,511	-
2020 State Paid Family Medical Leave Increase Base Budget	864	-
Citywide Adjustments for Standard Cost Changes	(6,388)	-
<b>Proposed Technical</b>		
Pension Benefits Change	28,000	-
<b>Total Incremental Changes</b>	<b>\$67,987</b>	<b>-</b>
<b>Total 2020 Proposed Budget</b>	<b>\$21,236,362</b>	<b>4.00</b>

### Description of Incremental Budget Changes

#### Baseline

##### **2020 Coalition and Non-Rep Annual Wage Increase Base Budget**

Expenditures \$45,511

This centrally administered change adjusts appropriations to reflect the Annual Wage Increase, as outlined in the tentative agreement between the City and the Coalition of Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor.

##### **2020 State Paid Family Medical Leave Increase Base Budget**

Expenditures \$864

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the tentative agreement with the Coalition of Unions moves a portion of the cost responsibility to the employee in 2020, with the City paying the remainder. This item increases appropriations to account for the City's obligation for all employees.

##### **Citywide Adjustments for Standard Cost Changes**

Expenditures \$(6,388)

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including the Department of Finance & Administrative Services rates, Information Technology rates and Human Resources rates, health care, retirement and industrial insurance charges for the department. This adjustment also includes a transfer of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City's efforts to improve investigative processes and practices across the City departments. While the internal service rates are final for 2020, some of the other adjustments reflect initial assumptions about these costs and inflators early in the budget process.

# Firefighter's Pension

## Proposed Technical

### **Pension Benefits Change**

Expenditures	\$28,000
--------------	----------

This change better reflects expected pension benefits to be paid in 2020.

## Firefighter's Pension

### Expenditure Overview

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Appropriations</b>				
<b>FPEN - BO-FP-R2F01 - Firefighters Pension</b>				
61040 - Fireman's Pension Fund	18,176,719	20,688,309	21,168,375	21,236,362
<b>Total for BSL: BO-FP-R2F01</b>	<b>18,176,719</b>	<b>20,688,309</b>	<b>21,168,375</b>	<b>21,236,362</b>
<b>Department Total</b>	<b>18,176,719</b>	<b>20,688,309</b>	<b>21,168,375</b>	<b>21,236,362</b>
<b>Department Full-Time Equivalent Total*</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>

*\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### Budget Summary by Fund Firefighter's Pension

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
61040 - Fireman's Pension Fund	18,176,719	20,688,309	21,168,375	21,236,362
<b>Budget Totals for FPEN</b>	<b>18,176,719</b>	<b>20,688,309</b>	<b>21,168,375</b>	<b>21,236,362</b>

## Firefighter's Pension

### Revenue Overview

#### 2020 Estimated Revenues

Account Code	Account Name	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
335130	Fire Insur Premium Tax	1,053,328	989,000	996,000	1,161,000
360430	Employr Pnsn Contributions	18,840,000	19,079,309	19,059,375	19,099,362
397010	Operating Transfers In	488,086	425,000	425,000	478,064
<b>Total Revenues for: 61040 - Fireman's Pension Fund</b>		<b>20,381,414</b>	<b>20,493,309</b>	<b>20,480,375</b>	<b>20,738,426</b>
400000	Use of/Contribution to Fund Balance	(2,204,695)	195,000	688,000	497,936
<b>Total Resources for:61040 - Fireman's Pension Fund</b>		<b>18,176,719</b>	<b>20,688,309</b>	<b>21,168,375</b>	<b>21,236,362</b>
360020	Inv Earn-Residual Cash	81,753	-	-	-
360100	Unreald Gns/Losses-Inv Gasb31	(720,493)	960,000	1,010,000	1,010,000
360230	Dividend Income	192,740	-	-	-
397010	Operating Transfers In	-	500,000	500,000	500,000
<b>Total Revenues for: 61050 - Fireman's Pension Actuarial</b>		<b>(446,000)</b>	<b>1,460,000</b>	<b>1,510,000</b>	<b>1,510,000</b>
400000	Use of/Contribution to Fund Balance	446,000	(1,460,000)	(1,510,000)	(1,510,000)
<b>Total Resources for:61050 - Fireman's Pension Actuarial</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total FPEN Resources</b>		<b>18,176,719</b>	<b>20,688,309</b>	<b>21,168,375</b>	<b>21,236,362</b>

## Firefighter's Pension

### Appropriations by Budget Summary Level and Program

#### **FPEN - BO-FP-R2F01 - Firefighters Pension**

The purpose of the Firefighters' Pension Budget Summary Level is to provide benefit services to eligible active and retired firefighters and their lawful beneficiaries.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Death Benefits	7,350	19,000	19,000	19,000
Leadership and Administration	615,829	869,309	849,375	889,362
Long-Term Care	1,618,156	-	-	-
Medical Benefits	8,822,037	12,000,000	12,500,000	12,500,000
Pensions	7,113,347	7,800,000	7,800,000	7,828,000
<b>Total</b>	<b>18,176,719</b>	<b>20,688,309</b>	<b>21,168,375</b>	<b>21,236,362</b>
Full-time Equivalents Total*	4.00	4.00	4.00	4.00

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Firefighters Pension Budget Summary Level:

#### **Death Benefits**

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Death Benefits	7,350	19,000	19,000	19,000

#### **Leadership and Administration**

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Leadership and Administration	615,829	869,309	849,375	889,362
Full Time Equivalents Total	4.00	4.00	4.00	4.00

#### **Long-Term Care**

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Long-Term Care	1,618,156	-	-	-

## Firefighter's Pension

### Medical Benefits

	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2020</b>
<b>Expenditures/FTE</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Endorsed</b>	<b>Proposed</b>
Medical Benefits	8,822,037	12,000,000	12,500,000	12,500,000

### Pensions

	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2020</b>
<b>Expenditures/FTE</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Endorsed</b>	<b>Proposed</b>
Pensions	7,113,347	7,800,000	7,800,000	7,828,000



# Office of Inspector General for Public Safety

Lisa Judge, Inspector General

(206) 684-3663

<http://www.seattle.gov/oig>

## Department Overview

The Office of Inspector General for Public Safety (OIG) was established in 2017 via [Ordinance 125315](#). OIG provides oversight of management, practices, and policies of the Seattle Police Department (SPD) and Office of Police Accountability (OPA), monitoring of ongoing fidelity to organizational reforms implemented pursuant to the goals of the 2012 Federal Consent Decree and Memorandum of Understanding, and auditing and review of criminal justice system policies and practices related to policing and other criminal justice matters.

OIG is empowered to help ensure the fairness and integrity of the delivery of law enforcement services and the investigation of allegations of police misconduct. OIG has been established to make systemic recommendations for lasting reform that are intended to reflect the values of Seattle's diverse communities.

Responsibilities of OIG include:

- performing oversight activities that ensure the ongoing integrity of SPD and OPA processes and operations;
- ensuring SPD is meeting its mission to address crime and improve quality of life through the delivery of constitutional, professional, and effective police services that retain the trust, respect, and support of the community;
- conducting risk management reviews and performance audits;
- reviewing misconduct complaint-handling and investigations by OPA;
- evaluating SPD's response to incidents involving death, serious injury, serious use of force, mass demonstrations, serious property or vehicle damage, or other issues of significant public concern to assess the integrity of the process; and
- making recommendations to policymakers for increasing the effectiveness of SPD and related criminal justice system processes.

## Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
General Fund Support	621,943	1,812,851	1,964,119	2,568,238
<b>Total Operations</b>	<b>621,943</b>	<b>1,812,851</b>	<b>1,964,119</b>	<b>2,568,238</b>
<b>Total Appropriations</b>	<b>621,943</b>	<b>1,812,851</b>	<b>1,964,119</b>	<b>2,568,238</b>
Full-Time Equivalent Total*	4.00	10.00	10.00	12.00

\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

# Office of Inspector General for Public Safety

## Budget Overview

The 2020 Proposed Budget focuses on strengthening the capacity of the recently formed OIG by expanding the department's staffing. As OIG ramps up operations, additional auditing staff provide needed oversight for the audit areas identified in the police accountability ordinance. It will also help mitigate the impact of emergent audit issues that could affect the annual OIG work plan.

The 2020 Proposed Budget adds funding and position authority for two auditor positions: one senior auditor and one auditor. The senior auditor will provide oversight and technical expertise that will ensure compliance with auditing standards, and the auditor will help OIG conduct a greater number of audits. These changes expand the capacity of the department to fulfill its mandate to provide civilian auditing of the management, practices, and policies of the Seattle Police Department and Office of Police Accountability, as established under the 2017 Police Accountability legislation (Ordinance 125315).

# Office of Inspector General for Public Safety

## Incremental Budget Changes

### Office of Inspector General for Public Safety

	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>1,964,119</b>	<b>10.00</b>
<b>Baseline</b>		
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	105,511	-
2020 State Paid Family Medical Leave Increase Base Budget	542	-
Citywide Adjustments for Standard Cost Changes	167,237	-
<b>Proposed Operating</b>		
Add Senior Auditor (1.0 FTE) to OIG	171,415	1.00
Add Auditor (1.0 FTE) to OIG	159,413	1.00
<b>Total Incremental Changes</b>	<b>\$604,119</b>	<b>2.00</b>
<b>Total 2020 Proposed Budget</b>	<b>\$2,568,238</b>	<b>12.00</b>

## Description of Incremental Budget Changes

### Baseline

#### 2020 Coalition and Non-Rep Annual Wage Increase Base Budget

Expenditures \$105,511

This centrally administered change adjusts appropriations to reflect the Annual Wage Increase, as outlined in the tentative agreement between the City and the Coalition of Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor.

#### 2020 State Paid Family Medical Leave Increase Base Budget

Expenditures \$542

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the tentative agreement with the Coalition of Unions moves a portion of the cost responsibility to the employee in 2020, with the City paying the remainder. This item increases appropriations to account for the City's obligation for all employees.

#### Citywide Adjustments for Standard Cost Changes

Expenditures \$167,237

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including the Department of Finance & Administrative Services rates, Information Technology rates and Human Resources rates, health care, retirement and industrial insurance charges for the department. This adjustment also includes a transfer of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City's efforts to improve investigative processes and practices across the City departments. While the internal service rates are final

## Office of Inspector General for Public Safety

for 2020, some of the other adjustments reflect initial assumptions about these costs and inflators early in the budget process.

### Proposed Operating

#### **Add Senior Auditor (1.0 FTE) to OIG**

Expenditures	\$171,415
Position Allocation	1.00

This change adds position authority and funding for one senior auditor at a Strategic Advisor 2, Exempt, level for OIG. Auditing is a core function of the OIG. Under the police accountability ordinance (Ordinance 125315) that established the OIG, performance auditing distinguishes this organization from all other City police oversight entities. Audit supervision is a critical activity that should be done by a senior auditor to ensure objectivity, fairness and compliance with auditing standards, and provide meaningful mentorship to other auditors. This position will provide project management and strategic support and expand the department's capacity to perform complex audits as well as improve internal controls over OIG work product.

#### **Add Auditor (1.0 FTE) to OIG**

Expenditures	\$159,413
Position Allocation	1.00

This item adds position authority and funding for one auditor at a Strategic Advisor 1, Exempt, level. This position will expand OIG's capacity to perform quality audits in accordance with auditing standards and support the ongoing work of the department in critically examining SPD's operations. Auditing is foundational to the OIG legal mandate to provide systemic oversight over SPD. The body of potential audit work is extensive and at current staffing levels, any new competing priority causes significant delays to planned audits. This additional staff position is necessary to support ongoing oversight capacity and operational needs and will increase the total number of auditors to four.

## Office of Inspector General for Public Safety

### Expenditure Overview

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Appropriations</b>				
<b>OIG - BO-IG-1000 - Office of Inspector General for Public Safety</b>				
00100 - General Fund	621,943	1,812,851	1,964,119	2,568,238
<b>Total for BSL: BO-IG-1000</b>	<b>621,943</b>	<b>1,812,851</b>	<b>1,964,119</b>	<b>2,568,238</b>
<b>Department Total</b>	<b>621,943</b>	<b>1,812,851</b>	<b>1,964,119</b>	<b>2,568,238</b>
<b>Department Full-Time Equivalents Total*</b>	<b>4.00</b>	<b>10.00</b>	<b>10.00</b>	<b>12.00</b>

*\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### Budget Summary by Fund Office of Inspector General for Public Safety

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
00100 - General Fund	621,943	1,812,851	1,964,119	2,568,238
<b>Budget Totals for OIG</b>	<b>621,943</b>	<b>1,812,851</b>	<b>1,964,119</b>	<b>2,568,238</b>

### Appropriations by Budget Summary Level and Program

#### **OIG - BO-IG-1000 - Office of Inspector General for Public Safety**

The purpose of the Office of Inspector General for Public Safety Budget Summary Level is to provide civilian oversight of management and operations of the Seattle Police Department (SPD) and Office of Police Accountability (OPA) as well as civilian review of criminal justice system operations and practices that involve SPD or OPA.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Inspector General for Public Safety	621,943	1,812,851	1,964,119	2,568,238
<b>Total</b>	<b>621,943</b>	<b>1,812,851</b>	<b>1,964,119</b>	<b>2,568,238</b>
Full-time Equivalents Total*	4.00	10.00	10.00	12.00

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*



# Law Department

Peter S. Holmes, City Attorney

Civil Division, (206) 684-8200; Criminal Division, (206) 684-7757

<http://www.seattle.gov/cityattorney>

## Department Overview

The Law Department serves as counsel to the City's elected officials and agencies, and as the prosecutor in Seattle Municipal Court. The Seattle City Attorney, Peter S. Holmes, is a nonpartisan elected official.

The department provides legal advice to City officials and departments, represents the City in litigation, and protects the public health, safety, and welfare of the community by prosecuting violations of City criminal and civil ordinances and state law. The four department divisions are described below.

The **Civil Division** provides legal counsel and representation to the City's elected and appointed policymakers in litigation at all levels of county, state, and federal courts, and administrative agencies. The Civil Division is organized into seven specialized areas of practice: Employment, Environmental Protection, Land Use, Government Affairs, Torts, Regulatory Enforcement & Economic Justice, and Contracts & Utilities.

The **Criminal Division** prosecutes misdemeanor crimes and represents the City in contested traffic infractions in Seattle Municipal Court, provides legal advice to City clients on criminal justice matters, monitors state criminal justice legislation of interest to the City, and participates in criminal justice policy development and management of the criminal justice system. The Criminal Division is comprised of a Prosecution Support Unit, Case Preparation Unit, Domestic Violence Negotiation and Trial Unit, Domestic Violence Victim Advocates, Appeals, Review and Filing Unit, Specialty Courts Unit (Mental Health, Veterans' Court, LEAD, and Pre-filing Diversion), Infractions Unit, and Trial Team Unit.

The **Precinct Liaison Division** funds attorneys to work in each of the City's five police precincts, providing legal advice to police and other City departments, and solving issues of concern to the community.

The **Administration Division** provides executive leadership, communications, and operational support for the entire department. It is comprised of the executive leadership team, human resources, finance, media relations, and information technology staff.

## Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
General Fund Support	29,936,157	30,381,675	30,033,443	34,203,612
<b>Total Operations</b>	<b>29,936,157</b>	<b>30,381,675</b>	<b>30,033,443</b>	<b>34,203,612</b>
<b>Total Appropriations</b>	<b>29,936,157</b>	<b>30,381,675</b>	<b>30,033,443</b>	<b>34,203,612</b>
Full-Time Equivalents Total*	191.60	196.10	195.60	204.10

\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

# Law Department

## Budget Overview

The 2020 Proposed Budget provides additional resources to the Law Department to increase staffing to address special projects and meet increased workload, and adds funding for Citywide impacts.

In the last five years, use of outside counsel has increased for the Civil Division. The Law Department uses outside counsel when there is a conflict of interest, specific expertise is required, or existing staff is at capacity. Three Assistant City Attorney positions are added in the areas of employment and government affairs where outside counsel has increased primarily due to capacity. Adding these positions is expected to save the General Fund over \$1 million.

In the 2019 Adopted Budget, the Law Department was requested to absorb a 1% salary savings reduction of \$250,000 in the Civil Division. The reduction was restored in 2019 through the 2nd Quarter Supplemental Budget Ordinance and is restored on an ongoing basis in the 2020 Proposed Budget. Restoring this budget allows the department to fill vacancies promptly, adjust pay as required for the experience levels of staff, and absorb employee payouts when they leave the department. In 2019, movement of employees along the discretionary pay band was delayed until this funding was restored. The Law Department is concerned the current wage structure for Civil Division attorneys is not competitive. A compensation review of the Assistant City Attorney classification is underway to compare Civil and Precinct Liaison Division attorneys to the market of governmental attorneys.

In the Criminal Division, an Assistant City Prosecutor (ACP) is added to the general rotation of the Criminal Division in the 2020 Proposed Budget. Since the expansion of paid care leave programs in the City, the Criminal Division has had one to two ACPs on parental or other city benefited leave at any given time reducing overall capacity to address steady court scheduling and case management, as well as effectively identifying cases for diversion programs. Having a permanent position in place of temporary staffing enables the department to hire and train a permanent employee to backfill employees on leave. The position will also assist the Review and Filing Unit in addressing case filing backlogs that occur as a result of regular sick and vacation time usage when backfill is not being provided.

The current Criminal Division case management application, DAMION, was implemented in 1998 to track all aspects of prosecution including police reports, charging decisions, victims, witnesses, defendants, court dates and disposition. The application also relies upon significant data exchanges with the Seattle Police Department (SPD) and the Seattle Municipal Court (SMC). This desktop system is at the end of its lifecycle and the vendor is no longer fully supporting the application for updates and maintenance. In addition, use of the system limits the department's ability to implement a paperless process and reduce redundancies. The Seattle Information Technology Department (ITD) has \$325,000 in the Criminal Justice Information System Replacement Project to upgrade the existing system. An additional unspent \$650,000 was carried over from 2018 to 2019 to provide further funding for this project. Remaining funding needs will be addressed in the Criminal Justice Information System Replacement Project. A request for proposals (RFP) will be issued in 2019 to begin identifying a replacement solution. Implementation is expected to take place in 2020, with a 'go live' date in the fourth quarter of 2020.

The 2017 Adopted Budget created the Pre-Filing Diversion Program led by the Law Department with assistance from the Seattle Municipal Court. The 2017 Racial Equity Toolkit (RET) determined that additional services, including pre- and post-workshop support and swift connection to resources, were required to meet racial equity needs of participants. The proposed budget includes funding to double the number of workshops from 6 to 12 workshops per year to meet these needs. In the Administration Division, additional staff and staffing changes are being provided without funding to help the department manage the increased workload associated with the PeopleSoft 9.2 accounting system implementation and human resource needs. The department will fund this staff via contributions from the operating divisions. A Personnel Specialist position will bring human resource staffing to two to support over 200 employees and volunteers and manage an average of five open recruitments per month. In the finance section, an accounting tech position will be reclassified to full accountant adding redundancy to meet PeopleSoft 9.2 role requirements and provide coverage when the principal accountant is out.

The 2020 Proposed Budget also includes revenue-backed appropriation for the MOAs the Law Department has negotiated with other city departments and outside agencies for specific services. While these have historically been



## **Law Department**

off budget, appropriation of these items follows the financial policies required by PeopleSoft 9.2. In addition, the budget provides appropriation for reclassifications approved by the Seattle Department of Human Resources.

In 2019, the Mayor convened the High Barrier Individuals Working Group, an interagency group including King County, in response to heightened community conversations around public safety and individuals repeatedly caught in a cycle of criminal justice, social services and community incidents. The group explored new strategies, system reforms or partnerships needed for a more focused approach to repeat offenders who are not receiving appropriate interventions. The group developed four new pilot programs to address these issues including Case Conferencing with support from the City Attorney's Office to coordinate across systems and programs addressing those involved in diversion programs, court programs or post-sentencing probation for these high barrier individuals. There are funds set aside in Finance General for these pilot programs.

## Law Department

### Incremental Budget Changes

#### Law Department

	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>30,033,443</b>	<b>195.60</b>
<b>Baseline</b>		
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	1,701,530	-
2020 State Paid Family Medical Leave Increase Base Budget	28,530	-
Citywide Adjustments for Standard Cost Changes	315,431	-
<b>Proposed Operating</b>		
Attorney Staffing	528,505	3.00
Pre-Filing Diversion Program Funding of Choose 180 Workshops	100,000	-
Assistant City Prosecutor to Address Case Backlog and Leave Backfill	144,127	1.00
Restore Vacancy Rate Assumption Reduction	270,648	-
Administrative Staffing	-	1.00
<b>Proposed Technical</b>		
Budget for Revenue Supported Memorandum of Agreements	922,375	3.5
Fund 2019 Reallocations of Positions in the Public Disclosure Unit	113,521	-
Fund Paralegal Reclassifications from 2018	45,502	-
<b>Total Incremental Changes</b>	<b>\$4,170,169</b>	<b>8.50</b>
<b>Total 2020 Proposed Budget</b>	<b>\$34,203,612</b>	<b>204.10</b>

### Description of Incremental Budget Changes

#### Baseline

##### 2020 Coalition and Non-Rep Annual Wage Increase Base Budget

Expenditures \$1,701,530

This centrally administered change adjusts appropriations to reflect the Annual Wage Increase, as outlined in the tentative agreement between the City and the Coalition of Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor.

##### 2020 State Paid Family Medical Leave Increase Base Budget

Expenditures \$28,530

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the tentative agreement with the Coalition of Unions moves a portion of the cost responsibility to the employee in 2020, with the City paying the remainder. This item increases appropriations to account for the City's obligation for all employees.

# Law Department

## Citywide Adjustments for Standard Cost Changes

Expenditures \$315,431

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including the Department of Finance & Administrative Services rates, Information Technology rates and Human Resources rates, health care, retirement and industrial insurance charges for the department. This adjustment also includes a transfer of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City's efforts to improve investigative processes and practices across the City departments. While the internal service rates are final for 2020, some of the other adjustments reflect initial assumptions about these costs and inflators early in the budget process.

## Proposed Operating

### Attorney Staffing

Expenditures \$528,505  
Position Allocation 3.00

The Law Department sometimes assigns work to outside attorneys due to conflicts of interest, needed expertise or staffing capacity. The department analyzed outside counsel data from 2014-2018 related to capacity of existing staff in the Civil Division. During that period, approximately \$18 million was spent on outside counsel. Of this, over \$10 million in expenditures was related to General Fund matters. Most of the remaining \$8 million was reimbursed by utility departments. The General Fund savings could be more than \$1 million annually with the hiring of three attorneys to address capacity issues.

### Pre-Filing Diversion Program Funding of Choose 180 Workshops

Expenditures \$100,000

The 2017 Adopted Budget created the Pre-Filing Diversion Program led by the Law Department with assistance from the Seattle Municipal Court. In a 2017 Racial Equity Toolkit (RET) analysis, it was determined that additional services were required to meet racial equity needs of participants, including pre- and post-workshop support and connection with resources in a timely manner. The department conducts six workshops per year, providing one every other month. The six workshops have been funded through carryover budget due to the late start of the program in 2017. For 2020, the department requested \$25,000 to continue the same level of service. An additional \$75,000 is added to increase the workshops to one a month. With 12 workshops per year, participation is expected to increase with a more immediate connection to resources.

### Assistant City Prosecutor to Address Case Backlog and Leave Backfill

Expenditures \$144,127  
Position Allocation 1.00

An Assistant City Prosecutor is added to the Criminal Division to provide capacity to backfill employees utilizing paid parental and family care leave. The Criminal Division typically has one to two prosecutors on parental or other city benefited leave at any given time. Having a permanent position that can be used in place of temporary staffing will enable the department to hire and train a single person to cover multiple types of leave and rotation. The position will also be available to assist the Review and Filing Unit to mitigate and address case backlogs, some of which may qualify for the department's diversion programming.

# Law Department

## Restore Vacancy Rate Assumption Reduction

Expenditures \$270,648

This item restores a \$250,000 ongoing 2019 budget cut of assumed salary savings to the Civil Division. Restoring the reduction allows the department to fill vacancies promptly, move employees along a discretionary pay spectrum as they increase their levels of experience, and absorb employee payouts when they leave the department. The restored funding amount includes additional funding to cover AWI expenses.

## Administrative Staffing

Expenditures -  
Position Allocation 1.00

Additional staff and staffing changes are being provided without funding to help the department manage the increased workload associated with the new financial system implementation and human resource needs. The department will fund this staff via contributions from the operating divisions. A Personnel Specialist position will bring human resource staffing to two to support over 200 employees and volunteers and manage an average of five open recruitments per month. While the department has grown more than 25% in the last ten years with many new leave and workforce equity requirements, HR staffing has remained unchanged. In the finance section, an accounting tech position will be reclassified to a full accountant to add the redundancy to meet PeopleSoft 9.2 role requirements and provide coverage when the principal accountant is out. This section manages over 5,000 invoices per year and is responsible for all special fund reimbursements for the Judgment and Claims Fund and Memorandum of Agreement (MOA) billing for the department which require analysis, invoice backup preparation and auditing to ensure they are correctly posted.

## Proposed Technical

## Budget for Revenue Supported Memorandum of Agreements

Expenditures \$922,375  
Position Allocation 3.50

City departments and outside entities have historically funded the Law Department for attorney services through memorandum of agreements (MOA). This revenue-backed funding is now tracked through the PeopleSoft 9.2 accounting system and requires associated appropriation per financial policies. Most of these changes are just formalizing financial arrangements that have existed in past years and for which resources have been allocated previously in the “customer” departments’ base budgets.

- MOA with Seattle Police Department for Discipline Support. \$160,660, 1.0 FTE. Since September 2017, a dedicated employment attorney in the Civil Division advises and serves the Chief of Police regarding officer discipline and disciplinary proceedings. The term-limited position is converted to a regular authority for the ongoing body of work.
- MOA with Seattle Police Department for Fifth Precinct Liaison Attorney. \$161,962. The Law Department has provided a fifth precinct liaison attorney to the Seattle Police Department (SPD) Southwest (SW) Precinct under a MOA since 2017. This liaison attorney provides in-person legal guidance to police officers and works with the SW Precinct on community safety, nuisance and regulatory issues, similar to the work performed by the other four liaison attorneys funded by the Law Department. The SW position was created by transferring a position from SPD to the Law Department and reclassifying it to an Assistant City Attorney. The position is funded by SPD pursuant to the 2017 MOA.
- MOA with Legislative Department for Code Reviser. \$25,000. The Code Reviser authority was legislated by ordinance in August 2019. The Legislative Department will provide \$26,164 in revenue to support this

## Law Department

appropriation in 2020. The Law Department will reallocate a Paralegal position to a Strategic Advisor 1 to perform this work in the Civil Division.

- MOAs with Office Housing (OH) and Finance and Administrative Services (FAS). \$178,164, 1.0 FTE. For decades, the Law Department Civil Division has provided a dedicated attorney for legal advice and transactional support to OH. In late 2018, OH requested a second dedicated position. In the 2018 4th Quarter Supplemental Budget Ordinance, a position without appropriation was added to accommodate this request. This transaction adds appropriation for the second position. A technical net zero adjustment for the FAS MOA moves healthcare costs to the correct project as part of this transaction.
- MOA Funding Law Enforcement Assisted Diversion (LEAD) Staffing. \$204,269. This transaction adds appropriation authority in the Criminal Division for 1.5 FTEs supported by revenue from the Public Defender Association. This MOA was initiated in 2017. The funding and position authority will continue to be contingent on the execution of MOA agreements for this purpose on a biennial basis.
- MOA Funding Legal Intervention and Network of Care (LINC) Program Staffing. \$145,207, 1.0 FTE. In 2018, the Law Department signed a MOA with King County to provide services associated with the 2015-16 Washington Senate Bill 5177 and *Trueblood et al v. Washington State DSHS*. A prosecutor designed an internal program to make referrals of appropriate adult individuals to the LINC program developed and monitored by the King County Behavioral Health and Recovery Division's (BHRD) Diversion and Reentry Services section. This agreement is anticipated to be ongoing contingent on continued funding availability from the State. The term-limited Assistant City Prosecutor position is converted to regular authority for the ongoing body of work in the Criminal Division.
- MOA with Seattle Police Department (SPD) for Forfeiture Paralegal. \$47,113, 0.50 FTE. The Law Department is litigating 22 real property and 48 personal property, narcotics, and felony forfeiture cases which require case management, discovery and trial prep assistance from paralegal staff. A MOA with SPD was initiated in 2018 to provide a 0.50 Paralegal funded by revenue from forfeiture funds in the Criminal Division. The regular position which sunsets at the end of 2019 is continued for the body of work in 2020.

### Fund 2019 Reallocations of Positions in the Public Disclosure Unit

Expenditures \$113,521

Two reallocations were approved by the Seattle Department of Human Resources (SDHR) in 2019. The first reclassification from Senior Paralegal to Strategic Advisor 2 aligned the department public disclosure officer to comparable positions across the City. The second reclassification from an out-of-class Paralegal to Assistant City Attorney acknowledged the long-term duties of the position to support public disclosure legal work.

### Fund Paralegal Reclassifications from 2018

Expenditures \$45,502

In August 2018, Ordinance 125653 established new classification titles and salaries for the Paralegal and Senior Paralegal positions in the Law Department. This transaction appropriates ongoing funding for the salary increase.

## Law Department

### Expenditure Overview

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Appropriations</b>				
<b>LAW - BO-LW-J1100 - Leadership and Administration</b>				
00100 - General Fund	8,057,496	9,676,367	9,293,075	9,627,494
<b>Total for BSL: BO-LW-J1100</b>	<b>8,057,496</b>	<b>9,676,367</b>	<b>9,293,075</b>	<b>9,627,494</b>
<b>LAW - BO-LW-J1300 - Civil</b>				
00100 - General Fund	14,021,182	12,818,295	12,823,074	15,385,214
<b>Total for BSL: BO-LW-J1300</b>	<b>14,021,182</b>	<b>12,818,295</b>	<b>12,823,074</b>	<b>15,385,214</b>
<b>LAW - BO-LW-J1500 - Criminal</b>				
00100 - General Fund	7,163,589	7,132,924	7,162,847	8,328,767
<b>Total for BSL: BO-LW-J1500</b>	<b>7,163,589</b>	<b>7,132,924</b>	<b>7,162,847</b>	<b>8,328,767</b>
<b>LAW - BO-LW-J1700 - Precinct Liaison</b>				
00100 - General Fund	693,890	754,089	754,447	862,137
<b>Total for BSL: BO-LW-J1700</b>	<b>693,890</b>	<b>754,089</b>	<b>754,447</b>	<b>862,137</b>
<b>Department Total</b>	<b>29,936,157</b>	<b>30,381,675</b>	<b>30,033,443</b>	<b>34,203,612</b>
<b>Department Full-Time Equivalents Total*</b>	<b>191.60</b>	<b>196.10</b>	<b>195.60</b>	<b>204.10</b>

*\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### Budget Summary by Fund Law Department

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
00100 - General Fund	29,936,157	30,381,675	30,033,443	34,203,612
<b>Budget Totals for LAW</b>	<b>29,936,157</b>	<b>30,381,675</b>	<b>30,033,443</b>	<b>34,203,612</b>

## Law Department

### Appropriations by Budget Summary Level and Program

#### **LAW - BO-LW-J1100 - Leadership and Administration**

The purpose of the Leadership and Administration Budget Summary Level is to provide executive, financial, technological, administrative and managerial support to the Department.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Citywide Indirect Costs	3,208,157	2,083,023	1,461,390	4,187,796
Departmental Indirect Costs	2,138,939	4,533,511	4,606,403	2,164,844
Pooled Benefits	2,710,400	3,059,833	3,225,282	3,274,854
<b>Total</b>	<b>8,057,496</b>	<b>9,676,367</b>	<b>9,293,075</b>	<b>9,627,494</b>
Full-time Equivalents Total*	17.30	18.30	18.30	19.30

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Leadership and Administration Budget Summary Level:

#### **Citywide Indirect Costs**

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Citywide Indirect Costs	3,208,157	2,083,023	1,461,390	4,187,796

#### **Departmental Indirect Costs**

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Departmental Indirect Costs	2,138,939	4,533,511	4,606,403	2,164,844
Full Time Equivalents Total	17.30	18.30	18.30	19.30

#### **Pooled Benefits**

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Pooled Benefits	2,710,400	3,059,833	3,225,282	3,274,854

## Law Department

### **LAW - BO-LW-J1300 - Civil**

The purpose of the Civil Budget Summary Level is to provide legal advice to the City's policy-makers, and to defend and represent the City, its employees, and officials before a variety of county, state, federal courts, and administrative bodies.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Civil	14,021,182	12,818,295	12,823,074	15,385,214
<b>Total</b>	<b>14,021,182</b>	<b>12,818,295</b>	<b>12,823,074</b>	<b>15,385,214</b>
Full-time Equivalents Total*	100.80	102.30	101.80	108.30

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### **LAW - BO-LW-J1500 - Criminal**

The purpose of the Criminal Budget Summary Level includes prosecuting ordinance violations and misdemeanor crimes, maintaining case information and preparing effective case files for the court appearances of prosecuting attorneys, and assisting and advocating for victims of domestic violence throughout the court process.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Criminal	7,163,589	7,132,924	7,162,847	8,328,767
<b>Total</b>	<b>7,163,589</b>	<b>7,132,924</b>	<b>7,162,847</b>	<b>8,328,767</b>
Full-time Equivalents Total*	68.50	69.50	69.50	71.50

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### **LAW - BO-LW-J1700 - Precinct Liaison**

The purpose of the Precinct Liaison Budget Summary Level is to support a program where attorneys work in each of the City's five precincts, providing legal advice to police and other City departments. In helping to address a variety of neighborhood and community problems, the precinct liaison attorneys coordinate with the Civil and Criminal divisions with the goal of providing a consistent, thorough and effective approach.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Precinct Liaison	693,890	754,089	754,447	862,137
<b>Total</b>	<b>693,890</b>	<b>754,089</b>	<b>754,447</b>	<b>862,137</b>
Full-time Equivalents Total*	5.00	6.00	6.00	5.00

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*



# Seattle Municipal Court

The Honorable Ed McKenna, Presiding Judge

(206) 684-5600

<http://www.seattle.gov/courts/>

## Judicial Overview

The Seattle Municipal Court (Court) adjudicates misdemeanors, gross misdemeanors, infractions (e.g., traffic and parking tickets, traffic camera violations, and other violations), and civil violations related to building and zoning offenses. The Judicial Branch of Seattle government has seven elected judges and six appointed magistrates. There are more cases processed here than any other municipal court in the State of Washington; in 2018, 10,115 criminal cases were filed and 56,455 criminal hearings were held at Seattle Municipal Court.

The Court is committed to excellence in providing fair, accessible and timely resolution of alleged violations of the Seattle Municipal Code in an atmosphere of respect for all. The Court is a leader in implementing innovative programs and services, utilizing evidence-based best practices and harm reduction strategies, using data to continually evaluate practices and inform new strategies, and taking a holistic approach that benefits Court participants and ensures ongoing public safety.

Whether individuals come to the Court to resolve a ticket or appear at a criminal hearing, the Court strives to meet people where they are and remove barriers to success, with the goal of reducing racial disparities and recidivism.

### Court Programs and Services

The Court partners with community organizations to provide a wide variety of services at the **Community Resource Center**, a social service hub located in the courthouse. The Community Resource Center is open for the entire public's use and is woven into all the Court's strategies for supervising individuals, community outreach and reentry support. Services offered include:

- food and clothing
- housing through Coordinated Entry for All
- health and hygiene
- grocery cards and food stamps
- substance use disorder assessment
- employment and job readiness

In pretrial proceedings, judges prioritize the least restrictive option for release while protecting community safety. The Court's Pretrial Services division works to support individuals participating in a variety of alternatives to detention. Some of these alternatives include:

- day reporting included in an overall pre-trial strategy; and
- Electronic Home Monitoring (EHM) and Secure Remote Alcohol Monitoring (SCRAM) with options for subsidized or reduced costs for low income and homeless individuals.

The Court also partners with the Seattle City Attorney's Pre-filing Diversion Program.

In 2019, the Court implemented an automated text reminder program to improve court appearance rates, at no additional cost to the City. This makes it easier for individuals who are released pretrial to stay informed about their court dates and avoid having warrants issued. This is an especially important method of communication for individuals who have no permanent mailing address.

For individuals fulfilling post-trial probation obligations, the Court's **Probation Counselors** work one-on-one with clients to address underlying needs and help them meet their goals. Over half of the individuals on probation in 2018

# Seattle Municipal Court

were sentenced for high public safety risk charges: DUIs make up the largest share of individuals on probation at 42%, followed by domestic violence at 19%. In 2019, the Court has contracted with the Vera Institute of Justice to review our current probation policies and practices with the goal of identifying examples of success as well as areas for advancement. This review will analyze impacts of court probation practices on communities of color, women and nonbinary people, and the LGBTQ community, and identify ways to improve service to these populations.

## Specialty Courts

In addition to three general trial courts, the jail arraignment calendar and the master jury trial calendar, the Court serves defendants and the community through several specialty court calendars.

**Mental Health Court**, established in 1999, is a specialized court where the judge, defense, prosecution, probation counselors, and a mental health clinician work as a team to improve outcomes for the participant. Individuals are referred to this voluntary program by judges, defense attorneys, prosecutors, jail staff, or others. Mental Health Court has saved thousands of jail days, thousands of hospital bed days, and hundreds of thousands of dollars in jail costs to the City of Seattle. The Mental Health Court program has been working over the last six months to increase participation. The Court is contracting via HSD with Public Health of Seattle/King County to provide clinical services to individuals eligible for MHC. Having a highly skilled clinician has resulted in a large increase in the volume of participants referred to the court and being placed on Conditions of Release. The clinician has worked with 51 participants since beginning with the court in May 2019.

**Seattle Veterans Treatment Court** was established in 2012 and is a voluntary, court-monitored treatment program that addresses the mental health and/or substance use issues of veteran defendants. This program is a collaboration between the Court, prosecution, defense, the King County Department of Community and Human Services, the Washington State Department of Veterans Affairs, and the U.S. Department of Veterans Affairs.

**Domestic Violence Courts** were established in 2004 and are staffed by designated judges and specialized probation counselors. A dedicated domestic violence court allows judges to ensure follow-through, aid domestic violence survivors, and hold offenders accountable, with the assistance of justice partners and social service agencies. The Court has been integral in piloting a collaborative treatment modality known as the **Domestic Violence Intervention Project (DVIP)**. This pilot project is aimed at improving safety for survivors via individualized batterer intervention and is a multi-agency/system collaboration and response. The pilot began in June 2018 and will fully launch in early 2020.

**Seattle Youth Traffic Court**, established in 2012, provides eligible teen drivers charged with a traffic violation the opportunity to maintain a clean driving record. Youth appear before a court of their peers who act as judges, jurors, defense attorneys and prosecutors. The peer jury determines an appropriate sanction based on the nature of the violation and impact on the community. This program is a collaboration between the Court, Seattle University School of Law, Garfield High School, and the Seattle Police Department.

In addition to these specialty courts, the Court is exploring options for re-instituting a **Community Court** in the coming years, in collaboration with the City Attorney, the Department of Public Defense, and other community partners. The Court is also examining the potential benefit of adopting a DUI specialty court, in collaboration with the Washington Traffic Safety Commission.

## Community Outreach

The Court hosts quarterly community outreach events that bring court services and resources to Seattle neighborhoods. These *SMC In The Community* events are an opportunity for community members to receive assistance with resolving Seattle Municipal Court warrants, learn about options for addressing Seattle and King County tickets by setting up a payment plan or community service plan, get help with reinstating their driver's license, and access supportive services through the Community Resource Center.

# Seattle Municipal Court

The most recent community event, at Garfield Community Center in May 2019, connected 248 people with a variety of services. While the majority (67%) of attendees were Seattle Municipal Court clients, a third were members of the general public coming to access supportive services from court partners. Approximately one in three people at the event reported experiencing homelessness or unstable housing.

The Court will continue to expand its outreach efforts. The next SMC In the Community event is scheduled for October 2019 at Rainier Beach Community Center. The Court is also exploring options for holding magistrate hearings in neighborhoods across Seattle to provide community members more accessible locations to resolve outstanding tickets, at no additional cost to the City.

## **Infractions**

The Court processes hundreds of thousands of traffic, parking, and traffic camera tickets every year. In 2018, the Court processed 27,421 traffic infraction tickets, 107,211 traffic camera tickets, and 433,175 parking tickets. Individuals may schedule hearings with one of the Court's magistrates to contest or mitigate their tickets; magistrates held 74,658 infraction hearings in 2018.

The Court will work with individuals who are unable to pay their tickets through payment plans or by converting the amount owed into community service hours.

## **Municipal Court Information System Replacement**

The Court is replacing its legacy municipal court information system, MCIS, with a modern and adaptable case management solution. The new system will streamline court processes, improve the accessibility of court services to the public, and make it easier for partners at the Seattle Police Department, King County, and others to work collaboratively with the Court.

## **Language Access and Accessibility**

The Court has provided **Interpreter Services** in 148 languages since 2005. A Court priority is ensuring access to justice for Limited English Proficiency (LEP) and deaf, hard-of-hearing, or deaf-blind (D/HH/DV) individuals. Free of charge interpreter services are provided for criminal and civil matters, including court hearings, trials, attorney-client interviews, probation appointments, prosecution witnesses, mental health evaluations, customer service, and translation of court forms and letters. In 2018, about 6,000 interpreted events were conducted with the help of 183 freelance interpreters in 71 languages, including American Sign Language. Approximately 40% of the requests are for Spanish language interpreters. Other frequent requests for interpretation include the Vietnamese, Somali, Amharic, Tigrinya, Cantonese, Mandarin, Russian, Punjabi, and Arabic languages.

To improve services in languages where state certification is not yet available, the Court designed and implemented a mentoring program for non-credentialed and Registered court interpreters. This is the first program of its kind in Washington State and helps ensure quality interpretation services for all LEP individuals. In 2018, Interpreter Services also designed, tested and implemented video remote interpreting via VSee for some mitigation hearings. SMC Interpreter Services developed Bench Card Courtroom Interpreting for Spoken Languages, which has been approved by the Supreme Court Interpreter Commission to be used by judges statewide.

# Seattle Municipal Court

## Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
General Fund Support	32,892,091	34,760,198	34,212,902	36,306,601
<b>Total Operations</b>	<b>32,892,091</b>	<b>34,760,198</b>	<b>34,212,902</b>	<b>36,306,601</b>
<b>Total Appropriations</b>	<b>32,892,091</b>	<b>34,760,198</b>	<b>34,212,902</b>	<b>36,306,601</b>

Full-Time Equivalents Total\* 215.10 215.10 215.10 215.10

\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

## Budget Overview

The 2020 Proposed Budget provides resources to enable the Court to continue to adjudicate criminal cases, citations and infractions.

A priority for the Court is to continue preparing for the replacement of the Municipal Court Information System (MCIS). MCIS is over 27 years old and was developed internally using the legacy IBM Informix platform to capture key court case events and meet the reporting requirements of the state's Administrative Office of the Courts (AOC). Over time, the Court has enhanced this system to provide important case management information, increased application functionality and improved data exchanges and public access. The Court and the City are highly dependent on MCIS to provide a continuing, permanent record of court case events, dates, hearings and outcomes. MCIS also tracks defendant compliance with court ordered sanctions and tracks all related fines and fees. Data related to the collection of \$47 million in fines and fees from the Seattle Police Department's parking and traffic ticket devices are highly dependent on MCIS. Daily data exchanges with the City of Seattle departments, King County and the State of Washington agencies rely on MCIS fully functioning with modern technology capabilities.

This project, began in 2015, is included in the Seattle Information Technology Department (Seattle IT) Capital Improvement Program, as part of the Criminal Justice Information System Replacement Project, with an estimated total cost of \$41 million over six years.

Schedule and Milestones:

1. 2017: \$2.5 million was appropriated to Seattle IT to conduct an options analysis comparing available options, vendor demonstrations, and conduct research for information on technology capabilities, while concurrently documenting MCIS current business practices and requirements.
2. 2018: \$5 million was appropriated to develop an RFP, data preparation, business process engagement and organizational change management.
3. 2019: \$3 million was appropriated to finalize an RFP, evaluate proposals, specific vendor demonstrations and interviews fit gap analysis and contract negotiations.
4. 2020: \$8.3 million appropriations proposed with the vendor on board.

Implementation will continue through 2020-2021 with a go-live date in January 2022.

## Seattle Municipal Court

Elected state, superior and district court judicial salaries are set by the Washington Citizen's Commission on Salaries for Elected Officials. By Ordinance 122112, SMC judicial salaries are set at 95% of the district court. A final salary schedule and wage increase was mandated effective July 2019 and the budget will fund this increase. Additionally, setting SMC judicial salaries at this level qualifies the City to receive a contribution from the state for technology improvements at SMC per the aforementioned ordinance.

In 2019, the Mayor convened the High Barrier Individuals Working Group, an interagency group including King County, in response to heightened community conversations around public safety and individuals repeatedly caught in a cycle of criminal justice, social services and community incidents. The group explored new strategies, system reforms or partnerships needed for a more focused approach to repeat offenders who are not receiving appropriate interventions. The group developed four new pilot programs to address these issues including the HB Probation pilot program that will feature a smaller, specialized caseload for SMC probation counselors to assist those high barrier individuals with court interactions, chemical dependencies and other issues. There are funds set aside in Finance General for these pilots as well as additional funding coming from the Municipal Court funds.

# Seattle Municipal Court

## Incremental Budget Changes

### Seattle Municipal Court

	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>34,212,902</b>	<b>215.10</b>
<b>Baseline</b>		
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	1,761,439	-
2020 State Paid Family Medical Leave Increase Base Budget	26,556	-
Citywide Adjustments for Standard Cost Changes	276,506	-
<b>Proposed Technical</b>		
2020 Judicial Salary Technical Adjustment	29,198	-
<b>Total Incremental Changes</b>	<b>\$2,093,699</b>	<b>-</b>
<b>Total 2020 Proposed Budget</b>	<b>\$36,306,601</b>	<b>215.10</b>

## Description of Incremental Budget Changes

### Baseline

#### **2020 Coalition and Non-Rep Annual Wage Increase Base Budget**

Expenditures \$1,761,439

This centrally administered change adjusts appropriations to reflect the Annual Wage Increase, as outlined in the tentative agreement between the City and the Coalition of Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor.

#### **2020 State Paid Family Medical Leave Increase Base Budget**

Expenditures \$26,556

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the tentative agreement with the Coalition of Unions moves a portion of the cost responsibility to the employee in 2020, with the City paying the remainder. This item increases appropriations to account for the City's obligation for all employees.

#### **Citywide Adjustments for Standard Cost Changes**

Expenditures \$276,506

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including the Department of Finance & Administrative Services rates, Information Technology rates and Human Resources rates, health care, retirement and industrial insurance charges for the department. This adjustment also includes a transfer of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City's efforts to

# Seattle Municipal Court

improve investigative processes and practices across the City departments. While the internal service rates are final for 2020, some of the other adjustments reflect initial assumptions about these costs and inflators early in the budget process.

## Proposed Technical

### **2020 Judicial Salary Technical Adjustment**

Expenditures	\$29,198
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In Washington state, elected state, superior and district court judicial salaries are set by the Washington Citizen's Commission on Salaries for Elected Officials. As directed in Ordinance 122112, Seattle Municipal Court judicial salaries are set at 95% of the district court. A final salary schedule and wage increase was mandated effective July 2019 which the Court will absorb within their 2019 budget. The Proposed 2020 Budget funds the 2019 ongoing increase. Additionally, setting SMC judicial salaries at this level qualifies the City to receive a contribution from the state for technology improvements at SMC. The state's contribution is generally \$150,000 annually and is applied to the Trial Court Improvement Account in Finance General. The Ordinance permits appropriation, by annual budget or by separate ordinance, solely to fund allowable Seattle Municipal Court related expenditures".

# Seattle Municipal Court

## Expenditure Overview

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Appropriations</b>				
<b>SMC - BO-MC-2000 - Court Operations</b>				
00100 - General Fund	15,357,754	15,441,923	15,581,673	16,797,535
<b>Total for BSL: BO-MC-2000</b>	<b>15,357,754</b>	<b>15,441,923</b>	<b>15,581,673</b>	<b>16,797,535</b>
<b>SMC - BO-MC-3000 - Administration</b>				
00100 - General Fund	11,977,457	13,730,639	13,018,192	13,499,563
<b>Total for BSL: BO-MC-3000</b>	<b>11,977,457</b>	<b>13,730,639</b>	<b>13,018,192</b>	<b>13,499,563</b>
<b>SMC - BO-MC-4000 - Court Compliance</b>				
00100 - General Fund	5,556,880	5,587,636	5,613,037	6,009,503
<b>Total for BSL: BO-MC-4000</b>	<b>5,556,880</b>	<b>5,587,636</b>	<b>5,613,037</b>	<b>6,009,503</b>
<b>Department Total</b>	<b>32,892,091</b>	<b>34,760,198</b>	<b>34,212,902</b>	<b>36,306,601</b>
<b>Department Full-Time Equivalents Total*</b>	<b>215.10</b>	<b>215.10</b>	<b>215.10</b>	<b>215.10</b>

\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

## Budget Summary by Fund Seattle Municipal Court

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
00100 - General Fund	32,892,091	34,760,198	34,212,902	36,306,601
<b>Budget Totals for SMC</b>	<b>32,892,091</b>	<b>34,760,198</b>	<b>34,212,902</b>	<b>36,306,601</b>



## Seattle Municipal Court

### Appropriations by Budget Summary Level and Program

#### **SMC - BO-MC-2000 - Court Operations**

The purpose of the Court Operations Budget Summary Level is to hold hearings and address legal requirements for defendants and others who come before the Court. Some proceedings are held in formal courtrooms and others in magistrate offices, with the goal of providing timely resolution of alleged violations of City ordinances and misdemeanor crimes committed within the Seattle city limits.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Court Operations	15,357,754	15,441,923	15,581,673	16,797,535
<b>Total</b>	<b>15,357,754</b>	<b>15,441,923</b>	<b>15,581,673</b>	<b>16,797,535</b>
Full-time Equivalents Total*	136.25	136.25	136.25	136.25

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

#### **SMC - BO-MC-3000 - Administration**

The purpose of the Administration Budget Summary Level is to provide administrative controls, develop and provide strategic direction, and provide policy and program development.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Citywide Indirect Costs	6,178,617	7,909,606	7,160,127	7,297,934
Departmental Indirect Costs	5,798,840	5,821,033	5,858,065	6,201,629
<b>Total</b>	<b>11,977,457</b>	<b>13,730,639</b>	<b>13,018,192</b>	<b>13,499,563</b>
Full-time Equivalents Total*	34.00	34.00	34.00	34.00

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Administration Budget Summary Level:

#### **Citywide Indirect Costs**

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Citywide Indirect Costs	6,178,617	7,909,606	7,160,127	7,297,934
Full Time Equivalents Total	34.00	34.00	34.00	34.00

# Seattle Municipal Court

## Departmental Indirect Costs

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Departmental Indirect Costs	5,798,840	5,821,033	5,858,065	6,201,629

### **SMC - BO-MC-4000 - Court Compliance**

The purpose of the Court Compliance Budget Summary Level is to help defendants understand the Court's expectations and to assist them in successfully complying with court orders.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Court Compliance	5,556,880	5,587,636	5,613,037	6,009,503
<b>Total</b>	<b>5,556,880</b>	<b>5,587,636</b>	<b>5,613,037</b>	<b>6,009,503</b>
Full-time Equivalents Total*	44.85	44.85	44.85	44.85

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

# Seattle Police Department

Carmen Y. Best, Chief of Police

(206) 684-5577

<http://www.seattle.gov/police/>

## Department Overview

The Seattle Police Department (SPD) prevents crime, enforces laws, and enhances public safety by delivering respectful, professional, and dependable police services. SPD divides operations into five precincts. These precincts define east, west, north, south, and southwest patrol areas, with a police station in each area. The department's organizational model places neighborhood-based emergency response services at its core, allowing SPD the greatest flexibility in managing public safety. Under this model, neighborhood-based personnel in each precinct assume responsibility for public safety management, primary crime prevention and law enforcement. Precinct-based detectives investigate property crimes and crimes involving juveniles, whereas detectives in centralized units located at SPD headquarters downtown and elsewhere conduct follow-up investigations into other types of crimes. SPD also has citywide responsibility for enhancing the City's capacity to plan for, respond to, recover from, and reduce the impacts of a wide range of emergencies and disasters, under the auspices of the Office of Emergency Management. Other parts of the department function to train, equip, and provide policy guidance, human resources, communications, and technology support to those delivering direct services to the public.

Police Chief Carmen Best has adopted a set of policing priorities that will guide the department through the next phase of the Consent Decree and establish a culture of continuous improvement and innovation:

- **Reduce Crime and Disorder** - Improve public safety by effectively addressing crime and disorder.
- **Service Excellence** - Strive for excellence in service, to better foster trust, support and understanding in the communities we serve.
- **Honor and Professionalism** - Serve with honor, professionalism and pride.
- **Business Efficiency** - Increase business efficiency through better utilization of the resources we have, effective management of the budget and process improvements.
- **Data-Driven Policies and Practices** - Use data-driven policies and best practices to improve deployments, and monitor and respond to emerging crime trends.

In 2018, SPD was found to be in "full and effective compliance" with court-ordered reforms set forth in the 2012 U.S. Department of Justice ("DOJ") Settlement Agreement ("Consent Decree"). Following this announcement, the department immediately entered into a two-year sustainment period, wherein SPD must demonstrate its sustained compliance with the Consent Decree by providing constitutional and effective police services through the continued development and refinement of policies and procedures. In May 2019, the court found the department to be partially out of compliance with the Consent Decree in one area related to accountability. The City is working with the Federal Monitor, DOJ and other stakeholders to respond to the court's concern.

SPD is committed to recruiting, hiring and training police officers that are representative of the communities it serves. With higher than average attrition and increasing competition for qualified police candidates, the department is implementing new strategies to attract and retain a quality, diverse candidate pool to achieve its hiring goals in 2019 and beyond.

# Seattle Police Department

## Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
General Fund Support	394,845,378	398,561,697	401,715,774	407,407,066
Other Funding - Operating	-	-	-	2,131,785
<b>Total Operations</b>	<b>394,845,378</b>	<b>398,561,697</b>	<b>401,715,774</b>	<b>409,538,851</b>
<b>Total Appropriations</b>	<b>394,845,378</b>	<b>398,561,697</b>	<b>401,715,774</b>	<b>409,538,851</b>
Full-Time Equivalents Total*	2,156.85	2,172.35	2,175.35	2,187.35

\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

## Budget Overview

The 2020 Proposed Budget for the Seattle Police Department (SPD) reflects the City's commitment to protecting public safety, strengthening community trust and enhancing responses to individuals in crisis. Over the last year, Chief Carmen Best has organized the department to ensure proactive and collaborative policing that enhances the police reform and accountability work that has been ongoing.

Since 2012, SPD has been under a federal Consent Decree with the U.S. Department of Justice (DOJ) and has been working with the Federal Monitor to meet the requirements and implement reforms. In January 2018, the U.S. District Court Judge overseeing the Consent Decree ruled that the SPD had fully complied with the first phase of the agreement, which initiated a second phase of the agreement a two-year sustainment period. During the sustainment period, SPD continues to demonstrate compliance with the Consent Decree before it can be terminated. In May 2019, the court issued a ruling that found the department partially out of compliance in one area – accountability. The City is working with DOJ, the Federal Monitor and other stakeholders to address the court's concern in this one area.

In developing the 2020 Proposed Budget, the Mayor worked closely with SPD to prioritize funding for safe and healthy communities. The hiring and retaining of sworn officers will continue to be the top priority in 2020, while providing funding for additional community-based emphasis patrols will help to address public safety needs. SPD's budget reflects targeted investments in the Mayor's priority areas, including:

- proactive community policing and supporting officer recruitment and retention;
- responding to a behavioral and public health crisis;
- strategic crime prevention and diversion; and
- supporting the department's community engagement and policing initiatives.

### Proactive Community Policing and Supporting Officer Recruitment and Retention

#### *Ongoing Police Officer Recruitment and Retention*

The budget supports the department's ongoing efforts to recruit and hire quality, diverse police officers in 2020 above current staffing levels. It is important to both Chief Best and the Mayor to focus on building a department that represents the community it serves. Recognizing the significance of hiring diverse police officers and understanding that the current hiring plan is aggressive, the budget includes continued funding in support of recruiting efforts. The department piloted new recruitment and hiring approaches through 2019 including offering a hiring incentive and

## Seattle Police Department

expanding recruitment locations. At the same time, the Mayor convened a Recruitment and Retention workgroup (“workgroup”) comprised of staff from the City’s Innovation & Performance team, SPD, Seattle Department of Human Resources, City Budget Office, the City Council and others. The workgroup studied why new hires and overall sworn officer counts are declining and identified short- and long-term strategies to improve outcomes. The workgroup proposed the implementation of 12 initiatives across the below areas to address the challenges that SPD faces when meeting its service goals:

- **Recruitment:** three initiatives that seek to increase the number and diversity of applicants;
- **Hiring:** four initiatives that seek to increase the efficiency and effectiveness of the hiring process; and
- **Retention:** five initiatives that seek to retain our talented, well-trained staff.

The 2020 Proposed Budget funds all these initiatives, and a strategic hiring and retention plan is being developed to operationalize and measure success of each initiative. The department’s ability to hire and retain officers will be closely tracked by the department and the Executive over the coming years, as many unknown variables will impact the ability to achieve goals. A new workgroup will be convened to track progress and determine the efficacy of the initiatives.

### *Focus on Proactive Community Policing*

Under Chief Best, SPD is strengthening its community outreach and community-based policing efforts. Previous budgets included funding for the development of a community liaison program and a Community Service Officer (CSO) program. The proposed budget includes funding for expansion of the CSO program to all precincts in the City. This program becomes part of the newly formed Collaborative Policing Bureau which also includes the Navigation Team, the Crisis Response Unit and the Community Outreach Units. Consolidation of these units ensures a consistent and coordinated response to some of our most vulnerable community members.

The 2020 budget will include funding to continue community-based emphasis patrols at similar levels to 2019. In April 2019, based on community feedback and data analysis by SPD, emphasis patrols began in seven Seattle neighborhoods to improve public safety. Emphasis patrols are a recognized practice in police departments across the country and an evidence-based strategy to fight crime. Continuation of these patrols will build on the positive results to-date which included hundreds of contacts with individuals and increased visibility by SPD officers. Continuing evaluation will determine future deployments.

### **Responding to a Behavioral and Public Health Crisis**

The department continues to use data to better prioritize an effective response to public safety calls. In 2018, 9-1-1 calls for individuals in crisis grew by 28% to 11,430 crisis calls. The Crisis Response Unit (CRU) specifically focuses on individuals who, due to mental health issues, are likely to cause harm to themselves or others and/or frequently contact 9-1-1. Officers deploy to these situations in a co-responder model with Mental Health Providers (MHPs). Currently there are five officers and one MHP in the unit. The 2020 Proposed Budget adds four MHPs so that each officer in the unit has a co-responder and teams can focus on one precinct leading to better relationships with service providers and individuals who are in crisis.

### **Strategic Crime Prevention and Diversion**

Diverting individuals from the criminal justice system continues to be a goal for Mayor Durkan. Many programs work directly in partnership with law enforcement to achieve these goals such as Law Enforcement Assisted Diversion (LEAD), youth violence prevention programs, the community police academy and community advisory groups.

Through the 2020 Proposed Budget, two successful diversion programs will be expanded. Choose 180 is a pre-trial diversion program that works to end youth detention and is administered by the City Attorney’s Office. The program expansion will double the number of classes for young adults allowing for monthly offerings serving an additional 100 young adults per year. To further invest in directed community outreach programs, the 2020 Proposed Budget will create a dedicated Native American community liaison to provide culturally responsive services to Indigenous communities navigating the criminal legal system.

# Seattle Police Department

## **Continuing Investments in Police Reform and Accountability**

The 2020 Proposed Budget expands activities pertaining to sustainment of the federal consent decree, reinforcing implemented reforms and investing in accountability structures within the department. This budget adds capacity to the Office of Police Accountability (OPA) by adding a civilian investigator to the office who will work closely with the public to investigate constituent complaints about policing and decrease the backlog of investigations. This brings the total number of investigators to nine sworn and two civilian staff. The budget also accelerates the schedule for providing implicit bias training for all officers.

## **Invest Wisely in SPD's Future**

This budget includes investment in a critical piece of department infrastructure that is due for replacement, the Computer-Aided Dispatch System (CAD) which routes all SPD 9-1-1 calls to officers in the field. The CAD replacement will ensure that more complete data can be provided to officers ensuring a more efficient response.

# Seattle Police Department

## Incremental Budget Changes

### Seattle Police Department

	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>401,715,774</b>	<b>2175.35</b>
<b>Baseline</b>		
Budget Realignment with Actual Costs	(6,178,689)	-
Mental Health Professionals	310,000	-
Abrogate vacant position	-	(1.00)
Supplemental Changes to Baseline	-	4.00
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	4,087,448	-
2020 State Paid Family Medical Leave Increase Base Budget	320,211	-
Citywide Adjustments for Standard Cost Changes	1,665,027	-
<b>Proposed Operating</b>		
Recruitment and Retention Initiatives	1,663,683	1.00
Implicit Bias Training for SPD Officers	100,000	-
Sworn Officer Hiring Incentive	813,750	-
Emphasis Patrols and Force Augmentation	847,863	-
Expand the Community Service Officer Program	1,208,700	6.00
Add Native American Liaison	-	1.00
Civilian Investigator in the Office of Police Accountability	148,832	1.00
Earthquake Early Warning	(10,000)	-
School Zone Camera Expansion	170,908	-
CAD Replacement	2,675,343	-
<b>Proposed Technical</b>		
Budget Restructuring	-	-
<b>Total Incremental Changes</b>	<b>\$7,823,077</b>	<b>12.00</b>
<b>Total 2020 Proposed Budget</b>	<b>\$409,538,851</b>	<b>2187.35</b>

# Seattle Police Department

## Description of Incremental Budget Changes

### Baseline

#### **Budget Realignment with Actual Costs**

Expenditures \$(6,178,689)

This is a technical adjustment to realign the 2020 SPD salary, benefit and overtime budget appropriation to reflect for delays in hiring in 2019 that impact 2019 expenditures.

#### **Mental Health Professionals**

Expenditures \$310,000

This adjustment funds 4 additional, contracted Mental Health Professionals (MHP) in the SPD Crisis Response Unit (CRU). The CRU, which is currently staffed with one MHP, works to connect individuals in crisis to resources to help address their physical and mental health needs and divert them from the criminal justice system. The addition of four MHPs would greatly expand the department's ability to work with community members before they reach acute stages of behavioral crisis. Each MHP-Officer team will focus on a precinct.

#### **Abrogate vacant position**

Position Allocation (1.00)

This item removes a position for a Management Systems Analyst, Senior, for the Parking Enforcement Unit.

#### **Supplemental Changes to Baseline**

Position Allocation 4.00

This adjustment reflects changes made through supplemental budget legislation since the last adopted budget. Supplemental budget legislation is developed by the Executive and adopted by the City Council three times a year to provide corrections to the adopted budget, unforeseen changes in circumstance, new funding opportunities or new policy priorities. These changes may include additions of reductions in appropriations and FTEs. Included in this adjustment are two position additions for the Legal Unit which provides support for public disclosure and case evidence, one position addition for civilianization of SPD's Equal Employment Opportunity (EEO) Investigator position and one addition of a grant-funded position.

#### **2020 Coalition and Non-Rep Annual Wage Increase Base Budget**

Expenditures \$4,087,448

This centrally administered change adjusts appropriations to reflect the Annual Wage Increase, as outlined in the tentative agreement between the City and the Coalition of Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor.

#### **2020 State Paid Family Medical Leave Increase Base Budget**

Expenditures \$320,211

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the tentative agreement with the Coalition of Unions moves a portion of the cost responsibility to the employee in 2020, with the City paying the remainder. This item increases appropriations to account for the City's obligation for all employees.



# Seattle Police Department

## Citywide Adjustments for Standard Cost Changes

Expenditures \$1,665,027

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including the Department of Finance & Administrative Services rates, Information Technology rates and Human Resources rates, health care, retirement and industrial insurance charges for the department. This adjustment also includes a transfer of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City's efforts to improve investigative processes and practices across the City departments. While the internal service rates are final for 2020, some of the other adjustments reflect initial assumptions about these costs and inflators early in the budget process.

## Proposed Operating

### Recruitment and Retention Initiatives

Expenditures \$1,663,683

Position Allocation 1.00

The City's Innovation & Performance team created a work group that developed strategies to increase recruitment and retention of sworn officers. Through interviews, surveys and interactions with officers, the team accepted over 1,000 ideas of ways to increase retention of current officers and increase hiring of new recruits and experienced officers. Twelve recommendations will be enacted by SPD as part of a strategic hiring and recruitment plan. This item funds all 12 recommendations and includes a project manager to oversee the first year of implementation, a training specialist to implement retention strategies and increased administrative staff support for the recruitment team.

### Implicit Bias Training for SPD Officers

Expenditures \$100,000

This item is a one-time transfer of budget from Finance General to the Seattle Police Department for all officers to receive implicit bias training from a national expert. Implicit bias is the subconscious form of group-based bias. The training will include an overview of implicit bias research and findings, interactive and introspective exercises and small group dialogue.

### Sworn Officer Hiring Incentive

Expenditures \$813,750

SPD has experienced significant difficulty in recruiting both experienced and new police officers. To incentivize individuals to become a police officer with SPD, City Council passed Ordinance 125784 authorizing SPD to grant hiring bonuses of \$15,000 to experienced officers and \$7,500 to new recruits. This item will fund the hiring incentive through 2020 for 20 experienced officers and 84 new recruits.

### Emphasis Patrols and Force Augmentation

Expenditures \$847,863

In 2019 multi-department, community-based emphasis patrols were effective in engaging with community members to highlight locations or issues that required attention, maintenance or police patrols. In 2020 SPD plans to continue this work using overtime shifts. Overtime will also be used to augment the force to ensure that SPD can maintain minimum staffing and target response times throughout the city.

# Seattle Police Department

## Expand the Community Service Officer Program

Expenditures	\$1,208,700
Position Allocation	6.00

This item adds one team of Community Service Officers (CSO) to SPD's Collaborative Policing Bureau. The five officers and supervisor will expand the CSO team to a total of 18 which will allow the teams to be based in precincts and provide service seven days per week with an expansion of hours until 8:00 p.m. CSOs are non-commissioned officers who work as liaisons between the community and SPD. They serve to bridge the service gap on non-criminal calls for service and perform a variety of public safety-related community service and outreach work that does not require the enforcement authority of a sworn officer. CSOs will also help augment the police force and potentially provide a pathway for individuals interested in policing but not ready to become a sworn officer.

## Add Native American Liaison

Position Allocation	1.00
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To further invest in community-based policing, this item adds one Crime Prevention Coordinator to SPD's Collaborative Policing Bureau who will be a dedicated Native American community liaison to provide culturally responsive services to Indigenous communities navigating the criminal legal system.

## Civilian Investigator in the Office of Police Accountability

Expenditures	\$148,832
Position Allocation	1.00

The Office of Police Accountability (OPA) establishes and manages processes to initiate, receive, classify and investigate allegations of police misconduct. This item transfers budget from Finance General to OPA to add a full-time civilian investigator to the office. Civilian investigators receive complaints of misconduct from the public and investigate those complaints. OPA is currently budgeted for nine sworn investigators and one civilian investigator.

## Earthquake Early Warning

Expenditures	\$(10,000)
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This item reduces the Office of Emergency Management budget by \$10,000 to offset an increase in Seattle IT rates to SPD for a project in the Innovation Advisory Council portfolio: Earthquake Early Warning.

## School Zone Camera Expansion

Expenditures	\$170,908
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Seattle Department of Transportation (SDOT) is proposing to expand the School Zone Camera program by up to five new school zone enforcement locations. The expansion would result in the increase of up to 10 new enforcement cameras. Each violation that is recorded by the cameras must be reviewed by a sworn officer. This item increases the budget for officer overtime and professional services necessary to review potential violations.

## CAD Replacement

Expenditures	\$2,675,343
Revenues	\$1,415,650

Seattle Police Department's Computer Aided Dispatch (CAD) system was implemented in 2008. The system manages the in-flow of calls to SPD's 9-1-1 center and ensures that the calls can get to officers in the field with the relevant caller information relayed to patrol officers. The current CAD system has not been updated to take advantage of new technologies such as Next Generation 9-1-1 systems that integrate information from cell phone data for a

# Seattle Police Department

faster, more accurate 9-1-1 response.

Upgrading the CAD system will allow police officers to respond more quickly and will provide resiliency and redundancy to the 9-1-1 system, especially in disaster situations. A new CAD system will also integrate with a variety of SPD systems to allow for in-depth lookup capabilities by dispatchers and officers.

The total project cost for 2020 is \$3.2 million. The project is funded by \$550,000 of fund balance from the New Records Management System project, \$1.4 million in funding from the E-9-1-1 levy and approximately \$1.3 million of General Fund appropriation.

## Proposed Technical

### **Budget Restructuring**

Expenditures

-

This technical item aligns SPD's budget structure to its organizational structure. Two new BSLs are created, Collaborative Policing Bureau and School Zone Camera Program to better reflect SPD operations and align the budget to where the actual expenditures are occurring. The Collaborative Policing Bureau combines the navigation team, community outreach, the crisis response unit and community service officers into a single bureau. The purpose of the School Zone Camera Program BSL is to support operations and administration for the School Zone Camera program. Six precinct BSLs are combined into the single Patrol Operations BSL, and five investigations BSLs are combined into the single Criminal Investigations BSL. This change will allow for improved budget tracking, improved expenditure monitoring, greater transparency and compliance with citywide accounting practices. This request is cost neutral and only updates budget organization to reflect the current operational structure. This change does not affect deployment of personnel or resources.

# Seattle Police Department

## Expenditure Overview

Appropriations	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>SPD - BO-SP-P1000 - Chief of Police</b>				
00100 - General Fund	11,371,086	10,259,920	10,770,250	10,296,249
<b>Total for BSL: BO-SP-P1000</b>	<b>11,371,086</b>	<b>10,259,920</b>	<b>10,770,250</b>	<b>10,296,249</b>
<b>SPD - BO-SP-P1300 - Office of Police Accountability</b>				
00100 - General Fund	4,333,925	4,176,132	4,288,001	4,613,942
<b>Total for BSL: BO-SP-P1300</b>	<b>4,333,925</b>	<b>4,176,132</b>	<b>4,288,001</b>	<b>4,613,942</b>
<b>SPD - BO-SP-P1600 - Leadership and Administration</b>				
00100 - General Fund	63,894,114	73,813,641	71,210,862	70,446,107
<b>Total for BSL: BO-SP-P1600</b>	<b>63,894,114</b>	<b>73,813,641</b>	<b>71,210,862</b>	<b>70,446,107</b>
<b>SPD - BO-SP-P1800 - Patrol Operations</b>				
00100 - General Fund	13,195,022	15,385,790	17,732,856	148,048,803
<b>Total for BSL: BO-SP-P1800</b>	<b>13,195,022</b>	<b>15,385,790</b>	<b>17,732,856</b>	<b>148,048,803</b>
<b>SPD - BO-SP-P2000 - Compliance and Professional Standards Bureau</b>				
00100 - General Fund	3,588,545	3,513,669	3,604,408	4,610,702
<b>Total for BSL: BO-SP-P2000</b>	<b>3,588,545</b>	<b>3,513,669</b>	<b>3,604,408</b>	<b>4,610,702</b>
<b>SPD - BO-SP-P3400 - Special Operations</b>				
00100 - General Fund	61,628,719	56,975,499	58,473,070	57,635,958
<b>Total for BSL: BO-SP-P3400</b>	<b>61,628,719</b>	<b>56,975,499</b>	<b>58,473,070</b>	<b>57,635,958</b>
<b>SPD - BO-SP-P4000 - Collaborative Policing</b>				
00100 - General Fund	-	-	-	13,016,622
<b>Total for BSL: BO-SP-P4000</b>	-	-	-	<b>13,016,622</b>
<b>SPD - BO-SP-P6100 - West Precinct</b>				
00100 - General Fund	39,676,041	36,759,544	38,692,460	-
<b>Total for BSL: BO-SP-P6100</b>	<b>39,676,041</b>	<b>36,759,544</b>	<b>38,692,460</b>	-
<b>SPD - BO-SP-P6200 - North Precinct</b>				
00100 - General Fund	43,460,998	39,601,077	41,810,063	-
<b>Total for BSL: BO-SP-P6200</b>	<b>43,460,998</b>	<b>39,601,077</b>	<b>41,810,063</b>	-
<b>SPD - BO-SP-P6500 - South Precinct</b>				
00100 - General Fund	23,722,512	21,170,581	22,246,749	-
<b>Total for BSL: BO-SP-P6500</b>	<b>23,722,512</b>	<b>21,170,581</b>	<b>22,246,749</b>	-

## Seattle Police Department

### SPD - BO-SP-P6600 - East Precinct

00100 - General Fund	31,409,802	28,977,121	30,592,343	-
<b>Total for BSL: BO-SP-P6600</b>	<b>31,409,802</b>	<b>28,977,121</b>	<b>30,592,343</b>	-

### SPD - BO-SP-P6700 - Southwest Precinct

00100 - General Fund	20,754,027	18,734,409	19,739,148	-
<b>Total for BSL: BO-SP-P6700</b>	<b>20,754,027</b>	<b>18,734,409</b>	<b>19,739,148</b>	-

### SPD - BO-SP-P7000 - Criminal Investigations

00100 - General Fund	14,653,847	13,031,876	13,394,467	59,647,976
<b>Total for BSL: BO-SP-P7000</b>	<b>14,653,847</b>	<b>13,031,876</b>	<b>13,394,467</b>	<b>59,647,976</b>

### SPD - BO-SP-P7100 - Violent Crimes

00100 - General Fund	10,557,862	9,569,240	9,947,502	-
<b>Total for BSL: BO-SP-P7100</b>	<b>10,557,862</b>	<b>9,569,240</b>	<b>9,947,502</b>	-

### SPD - BO-SP-P7700 - Narcotics Investigations

00100 - General Fund	6,737,040	6,021,131	6,243,374	-
<b>Total for BSL: BO-SP-P7700</b>	<b>6,737,040</b>	<b>6,021,131</b>	<b>6,243,374</b>	-

### SPD - BO-SP-P7800 - Special Investigations

00100 - General Fund	11,749,312	9,627,531	10,041,869	-
<b>Total for BSL: BO-SP-P7800</b>	<b>11,749,312</b>	<b>9,627,531</b>	<b>10,041,869</b>	-

### SPD - BO-SP-P7900 - Special Victims

00100 - General Fund	8,558,950	7,901,408	8,233,810	-
<b>Total for BSL: BO-SP-P7900</b>	<b>8,558,950</b>	<b>7,901,408</b>	<b>8,233,810</b>	-

### SPD - BO-SP-P8000 - Administrative Operations

00100 - General Fund	25,553,577	43,043,128	34,694,542	39,090,706
<b>Total for BSL: BO-SP-P8000</b>	<b>25,553,577</b>	<b>43,043,128</b>	<b>34,694,542</b>	<b>39,090,706</b>

### SPD - BO-SP-P9000 - School Zone Camera Program

18500 - School Safety Traffic and Pedestrian Improvement Fund	-	-	-	2,131,785
<b>Total for BSL: BO-SP-P9000</b>	-	-	-	<b>2,131,785</b>

<b>Department Total</b>	<b>394,845,378</b>	<b>398,561,697</b>	<b>401,715,774</b>	<b>409,538,851</b>
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<b>Department Full-Time Equivalent Total*</b>	<b>2,156.85</b>	<b>2,172.35</b>	<b>2,175.35</b>	<b>2,187.35</b>
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*\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

## Seattle Police Department

### Budget Summary by Fund Seattle Police Department

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
00100 - General Fund	394,845,378	398,561,697	401,715,774	407,407,066
18500 - School Safety Traffic and Pedestrian Improvement Fund	-	-	-	2,131,785
<b>Budget Totals for SPD</b>	<b>394,845,378</b>	<b>398,561,697</b>	<b>401,715,774</b>	<b>409,538,851</b>

# Seattle Police Department

## Appropriations by Budget Summary Level and Program

### SPD - BO-SP-P1000 - Chief of Police

The purpose of the Chief of Police Budget Summary Level is to lead and direct department employees and to provide policy guidance and oversee relationships with the community, with the goal that the department provides the City with professional, dependable, and respectful public safety services.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Chief of Police	11,371,086	10,259,920	10,770,250	7,185,716
Emergency Management Operations	-	-	-	3,110,533
<b>Total</b>	<b>11,371,086</b>	<b>10,259,920</b>	<b>10,770,250</b>	<b>10,296,249</b>
Full-time Equivalents Total*	60.50	71.50	71.50	42.00

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The following information summarizes the programs in Chief of Police Budget Summary Level:

#### Chief of Police

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Chief of Police	11,371,086	10,259,920	10,770,250	7,185,716
Full Time Equivalents Total	60.50	71.50	71.50	28.00

#### Emergency Management Operations

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Emergency Management Operations	-	-	-	3,110,533
Full Time Equivalents Total	-	-	-	14.00

### SPD - BO-SP-P1300 - Office of Police Accountability

The purpose of the Office of Police Accountability Budget Summary Level is to investigate and process complaints involving officers in the Seattle Police Department.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Police Accountability	4,333,925	4,176,132	4,288,001	4,613,942
<b>Total</b>	<b>4,333,925</b>	<b>4,176,132</b>	<b>4,288,001</b>	<b>4,613,942</b>
Full-time Equivalents Total*	23.00	27.00	27.00	26.00

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# Seattle Police Department

## **SPD - BO-SP-P1600 - Leadership and Administration**

The purpose of the Leadership and Administration Budget Summary Level is to provide executive, community, financial, human resource, technology, and business support to the Seattle Police Department. It includes the Finance and Planning unit; Grants and Contracts unit; Fleet and Facilities Management; and the Administrative Services, Information Technology, and Human Resources programs. The Audit, Policy and Research Program and Education and Training Program are also included in this Budget Summary Level.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Citywide Indirect Costs	26,210	26,423,545	20,100,792	23,679,789
Departmental Indirect Costs	45,580,826	29,945,819	32,147,348	31,370,460
Divisional Indirect Costs	18,287,078	17,444,277	18,962,722	15,395,858
<b>Total</b>	<b>63,894,114</b>	<b>73,813,641</b>	<b>71,210,862</b>	<b>70,446,107</b>
Full-time Equivalents Total*	379.35	381.85	384.85	277.85

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The following information summarizes the programs in Leadership and Administration Budget Summary Level:

### **Citywide Indirect Costs**

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Citywide Indirect Costs	26,210	26,423,545	20,100,792	23,679,789

### **Departmental Indirect Costs**

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Departmental Indirect Costs	45,580,826	29,945,819	32,147,348	31,370,460
Full Time Equivalents Total	290.35	292.85	295.85	171.85

### **Divisional Indirect Costs**

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Divisional Indirect Costs	18,287,078	17,444,277	18,962,722	15,395,858
Full Time Equivalents Total	89.00	89.00	89.00	106.00



# Seattle Police Department

## SPD - BO-SP-P1800 - Patrol Operations

The purpose of the Patrol Operations Budget Summary Level is to provide public safety and order maintenance.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
East Precinct	-	-	-	25,378,458
North Precinct	-	-	-	36,378,872
Patrol Operations	13,195,022	15,385,790	17,732,856	11,159,752
South Precinct	-	-	-	23,730,239
Southwest Precinct	-	-	-	19,823,685
West Precinct	-	-	-	31,577,797
<b>Total</b>	<b>13,195,022</b>	<b>15,385,790</b>	<b>17,732,856</b>	<b>148,048,803</b>
Full-time Equivalents Total*	29.00	29.00	29.00	898.00

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Patrol Operations Budget Summary Level:

### East Precinct

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
East Precinct	-	-	-	25,378,458
Full Time Equivalents Total	-	-	-	156.00

### North Precinct

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
North Precinct	-	-	-	36,378,872
Full Time Equivalents Total	-	-	-	221.00

### Patrol Operations

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Patrol Operations	13,195,022	15,385,790	17,732,856	11,159,752
Full Time Equivalents Total	29.00	29.00	29.00	51.00

# Seattle Police Department

## South Precinct

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Expenditures/FTE</b>				
South Precinct	-	-	-	23,730,239
Full Time Equivalents Total	-	-	-	145.00

## Southwest Precinct

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Expenditures/FTE</b>				
Southwest Precinct	-	-	-	19,823,685
Full Time Equivalents Total	-	-	-	125.00

## West Precinct

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Expenditures/FTE</b>				
West Precinct	-	-	-	31,577,797
Full Time Equivalents Total	-	-	-	200.00

### **SPD - BO-SP-P2000 - Compliance and Professional Standards Bureau**

The purpose of the Compliance and Professional Standards Bureau Budget Summary Level is to investigate and review use of force issues. It includes the Department's Force Investigation Team and Use of Force Review Board as well as Compliance and Professional Standards Administration.

<b>Program Expenditures</b>	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Compliance & Prof. Standards	3,588,545	3,513,669	3,604,408	4,610,702
<b>Total</b>	<b>3,588,545</b>	<b>3,513,669</b>	<b>3,604,408</b>	<b>4,610,702</b>
Full-time Equivalents Total*	18.00	18.00	18.00	20.00

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## Seattle Police Department

### SPD - BO-SP-P3400 - Special Operations

The purpose of the Special Operations Budget Summary Level is to deploy specialized response units in emergencies and disasters. The Bureau provides crowd control, special event, search, hostage, crisis, and marine-related support to monitor and protect critical infrastructure to protect lives and property, aid the work of uniformed officers and detectives, and promote the safety of the public.

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Special Operations	61,628,719	56,975,499	58,473,070	57,635,958
<b>Total</b>	<b>61,628,719</b>	<b>56,975,499</b>	<b>58,473,070</b>	<b>57,635,958</b>
Full-time Equivalents Total*	282.00	282.00	282.00	292.00

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### SPD - BO-SP-P4000 - Collaborative Policing

The purpose of the Collaborative Policing Budget Summary Level is to centralize the department's efforts to collaborate and partner with the community on public safety issues. The BSL is a combination of the department's community engagement and outreach elements including the new Community Service Officers (CSO) program, Navigation Team, and Crisis Intervention Response Team.

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Collaborative Policing	-	-	-	13,016,622
<b>Total</b>	-	-	-	<b>13,016,622</b>
Full-time Equivalents Total*	-	-	-	83.00

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### SPD - BO-SP-P6100 - West Precinct

The purpose of the West Precinct Patrol Budget Summary Level is to provide the full range of public safety and order maintenance services to residents of, and visitors to, the West Precinct, to promote safety in their homes, schools, businesses, and the community at large.

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
West Precinct	39,676,041	36,759,544	38,692,460	-
<b>Total</b>	<b>39,676,041</b>	<b>36,759,544</b>	<b>38,692,460</b>	-
Full-time Equivalents Total*	228.00	228.00	228.00	-

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## Seattle Police Department

### SPD - BO-SP-P6200 - North Precinct

The purpose of the North Precinct Patrol Budget Summary Level is to provide the full range of public safety and order maintenance services to residents of, and visitors to, the North Precinct, to promote safety in their homes, schools, businesses, and the community at large.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
North Precinct	43,460,998	39,601,077	41,810,063	-
<b>Total</b>	<b>43,460,998</b>	<b>39,601,077</b>	<b>41,810,063</b>	-
Full-time Equivalents Total*	245.00	245.00	245.00	-

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### SPD - BO-SP-P6500 - South Precinct

The purpose of the South Precinct Patrol Budget Summary Level is to provide the full range of public safety and order maintenance services with the goal of keeping residents of, and visitors to, the South Precinct, safe in their homes, schools, businesses, and the community at large.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
South Precinct	23,722,512	21,170,581	22,246,749	-
<b>Total</b>	<b>23,722,512</b>	<b>21,170,581</b>	<b>22,246,749</b>	-
Full-time Equivalents Total*	133.00	133.00	133.00	-

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### SPD - BO-SP-P6600 - East Precinct

The purpose of the East Precinct Budget Summary Level is to provide the full range of public safety and order maintenance services to residents of, and visitors to, the East Precinct, to promote safety in their homes, schools, businesses, and the community at large.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
East Precinct	31,409,802	28,977,121	30,592,343	-
<b>Total</b>	<b>31,409,802</b>	<b>28,977,121</b>	<b>30,592,343</b>	-
Full-time Equivalents Total*	178.00	178.00	178.00	-

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## Seattle Police Department

### SPD - BO-SP-P6700 - Southwest Precinct

The purpose of the Southwest Precinct Patrol Budget Summary Level is to provide the full range of public safety and order maintenance services to residents of, and visitors to, the Southwest Precinct, to promote safety in their homes, schools, businesses, and the community at large.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Southwest Precinct	20,754,027	18,734,409	19,739,148	-
<b>Total</b>	<b>20,754,027</b>	<b>18,734,409</b>	<b>19,739,148</b>	-
Full-time Equivalents Total*	124.00	124.00	124.00	-

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### SPD - BO-SP-P7000 - Criminal Investigations

The purpose of the Criminal Investigations Budget Summary Level is investigate potential criminal activity.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Coordinated Criminal Investigations	-	-	-	6,112,668
Criminal Investigations	14,653,847	13,031,876	13,394,467	23,372,057
Narcotics Investigations	-	-	-	6,606,225
Special Victims	-	-	-	9,157,213
Violent Crimes	-	-	-	14,399,813
<b>Total</b>	<b>14,653,847</b>	<b>13,031,876</b>	<b>13,394,467</b>	<b>59,647,976</b>
Full-time Equivalents Total*	94.00	91.00	91.00	379.50

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The following information summarizes the programs in Criminal Investigations Budget Summary Level:

#### **Coordinated Criminal Investigations**

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Coordinated Criminal Investigations	-	-	-	6,112,668
Full Time Equivalents Total	-	-	-	35.00

# Seattle Police Department

## Criminal Investigations

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Criminal Investigations	14,662,280	13,031,876	13,394,467	23,372,057
Full Time Equivalents Total	94.00	91.00	91.00	171.50

## Narcotics Investigations

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Narcotics Investigations	-	-	-	6,606,225
Full Time Equivalents Total	-	-	-	35.00

## Special Victims

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Special Victims	-	-	-	9,157,213
Full Time Equivalents Total	-	-	-	59.00

## Violent Crimes

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Violent Crimes	-	-	-	14,399,813
Full Time Equivalents Total	-	-	-	79.00

## Seattle Police Department

### SPD - BO-SP-P7100 - Violent Crimes

The purpose of the Violent Crimes Investigations Budget Summary Level is to apply a broad range of professional investigative skills and crime scene techniques to homicide, assault, robbery, bias crimes, missing persons, extortion, threat and harassment, and gang-related cases, in order to hold offenders accountable, help prevent further harm to victims, and promote public safety.

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Violent Crimes	10,557,862	9,569,240	9,947,502	-
<b>Total</b>	<b>10,557,862</b>	<b>9,569,240</b>	<b>9,947,502</b>	-
Full-time Equivalents Total*	52.00	52.00	52.00	-

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### SPD - BO-SP-P7700 - Narcotics Investigations

The purpose of the Narcotics Investigations Budget Summary Level is to apply a broad range of professional investigative skills to interdict narcotics activities affecting the community and region to hold offenders involved in these activities accountable and to promote public safety.

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Narcotics Investigations	6,737,040	6,021,131	6,243,374	-
<b>Total</b>	<b>6,737,040</b>	<b>6,021,131</b>	<b>6,243,374</b>	-
Full-time Equivalents Total*	32.00	32.00	32.00	-

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### SPD - BO-SP-P7800 - Special Investigations

The purpose of the Special Investigations Budget Summary Level is to apply a broad range of professional investigative and analytical skills toward investigating and interdicting vehicle theft, fraud, forgery, and financial exploitation cases; vice crimes and organized crime activities in the community; and toward identifying and describing crime patterns and trends with the goals of holding offenders involved in these activities accountable and to promote public safety.

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Special Investigations	11,749,312	9,627,531	10,041,869	-
<b>Total</b>	<b>11,749,312</b>	<b>9,627,531</b>	<b>10,041,869</b>	-
Full-time Equivalents Total*	65.00	65.00	65.00	-

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# Seattle Police Department

## **SPD - BO-SP-P7900 - Special Victims**

The purpose of the Special Victims Budget Summary Level is to apply a broad range of professional investigative skills to cases involving family violence, sexual assault, child, and elder abuse, and custodial interference with the goals of holding offenders accountable, preventing additional harm to victims, and promoting public safety.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Special Victims	8,558,950	7,901,408	8,233,810	-
<b>Total</b>	<b>8,558,950</b>	<b>7,901,408</b>	<b>8,233,810</b>	-
Full-time Equivalents Total*	52.00	52.00	52.00	-

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

## **SPD - BO-SP-P8000 - Administrative Operations**

The purpose of the Administrative Operations Budget Summary Level is to provide operational support for E-911 services as well as data collection, analysis, and reporting for data-informed management and policing. The Administrative Operations Budget Summary Level includes the Communications and Data Driven Policing Programs.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Administrative Operations	25,553,577	43,043,128	34,694,542	39,090,706
<b>Total</b>	<b>25,553,577</b>	<b>43,043,128</b>	<b>34,694,542</b>	<b>39,090,706</b>
Full-time Equivalents Total*	162.00	163.00	163.00	169.00

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## **SPD - BO-SP-P9000 - School Zone Camera Program**

The purpose of the School Zone Camera Program Budget Summary Level is to support operations and administration for the School Zone Camera program

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
School Zone Camera Program	-	-	-	2,131,785
<b>Total</b>	-	-	-	<b>2,131,785</b>

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*



# Police Relief and Pension

Dan Oliver, Executive Secretary

(206) 386-1286

<http://www.seattle.gov/policepension/>

## Department Overview

The Police Relief and Pension Fund (PPEN) provides pension and medical benefit services to eligible active and retired police officers and their beneficiaries. PPEN is a closed plan which only covers police officers who were hired before October 1, 1977. Retiree benefits for police officers hired more recently are primarily covered through a separate state-managed plan.

The management of police benefits funds transitioned in the 1970s from local to state control. Prior to that time, the City paid into PPEN to provide for police officer retiree benefits. In March 1970, the State of Washington took over the provision of certain police pensions through Revised Code of Washington (RCW) Section 41.26, the Law Enforcement Officers and Fire Fighters (LEOFF) Plan 1. Seattle police officers hired between March 1970 and October 1977 enrolled in LEOFF 1, but also received additional benefit coverage through PPEN. As a result, this group of police officers receives retiree benefits primarily from the state's LEOFF 1 plan, but also any earned increment from the City's PPEN that exceeds LEOFF 1 coverage. Both PPEN and LEOFF 1 closed to new enrollees in October 1977. Police officers hired after that date enroll in the state's LEOFF 2 plan and do not receive benefits from PPEN.

The Seattle Police Pension Board is a seven-member quasi-judicial body chaired by the Mayor or the Mayor's designee, which formulates policy, rules on disability applications, and provides oversight of the Police Pension Fund. Three staff employees of the board handle all of its operational functions. Staff positions associated with Police Relief and Pension are reflected in the City's position list.

The projections of annual pension and medical benefits, which comprise about 97% of the total annual PPEN budget, are based on the forecasts of an independent actuary. The City's General Fund provides funding for nearly all of PPEN's annual budget that supports the Police Relief and Pension Fund obligations. The Police Pension Fund also has a statutory funding source from police auction proceeds, which contribute a small amount towards the annual budget.

## Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
Other Funding - Operating	29,738,764	25,937,416	26,589,761	26,633,274
<b>Total Operations</b>	<b>29,738,764</b>	<b>25,937,416</b>	<b>26,589,761</b>	<b>26,633,274</b>
<b>Total Appropriations</b>	<b>29,738,764</b>	<b>25,937,416</b>	<b>26,589,761</b>	<b>26,633,274</b>
Full-Time Equivalents Total*	3.00	3.00	3.00	3.00

\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

# Police Relief and Pension

## Budget Overview

The Police Relief and Pension Fund (PPEN) pays legally mandated pension and medical benefits, including long-term care, to eligible retired police officers and qualified beneficiaries. The total pension benefits for PPEN members are increased annually through locally negotiated cost of living adjustments (COLA) and local inflation. These increases are then offset by the benefits paid by the state's LEOFF 1 pension plan which has its own annual growth rate.

Most of PPEN's retirees are represented by either the Seattle Police Management Association (SPMA) or the Seattle Police Officer's Guild (SPOG).

The 2020 Proposed Budget's retiree medical and long-term care costs are \$15.38 million, unchanged from the 2019 Adopted Budget. The actuarial report anticipates medical and long-term care costs will increase over the next 15 to 20 years due to PPEN's aging membership and annual trend rates for medical and long-term care costs.

The 2020 Proposed Budget includes appropriation increases of \$43,513 for centrally adjusted administrative and labor costs.

## Incremental Budget Changes

### Police Relief and Pension

	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>26,589,761</b>	<b>3.00</b>
<b>Baseline</b>		
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	39,781	-
2020 State Paid Family Medical Leave Increase Base Budget	607	-
Citywide Adjustments for Standard Cost Changes	3,125	-
<b>Total Incremental Changes</b>	<b>\$43,513</b>	<b>-</b>
<b>Total 2020 Proposed Budget</b>	<b>\$26,633,274</b>	<b>3.00</b>

## Description of Incremental Budget Changes

### Baseline

#### 2020 Coalition and Non-Rep Annual Wage Increase Base Budget

Expenditures \$39,781

This centrally administered change adjusts appropriations to reflect the Annual Wage Increase, as outlined in the tentative agreement between the City and the Coalition of Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor.

## Police Relief and Pension

### 2020 State Paid Family Medical Leave Increase Base Budget

Expenditures \$607

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the tentative agreement with the Coalition of Unions moves a portion of the cost responsibility to the employee in 2020, with the City paying the remainder. This item increases appropriations to account for the City's obligation for all employees.

### Citywide Adjustments for Standard Cost Changes

Expenditures \$3,125

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including the Department of Finance & Administrative Services rates, Information Technology rates and Human Resources rates, health care, retirement and industrial insurance charges for the department. This adjustment also includes a transfer of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City's efforts to improve investigative processes and practices across the City departments. While the internal service rates are final for 2020, some of the other adjustments reflect initial assumptions about these costs and inflators early in the budget process.

## Expenditure Overview

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Appropriations</b>				
<b>PPEN - BO-PP-RP604 - Police Relief and Pension</b>				
61060 - Police Relief & Pension Fund	29,738,764	25,937,416	26,589,761	26,633,274
<b>Total for BSL: BO-PP-RP604</b>	<b>29,738,764</b>	<b>25,937,416</b>	<b>26,589,761</b>	<b>26,633,274</b>
 <b>Department Total</b>	 <b>29,738,764</b>	 <b>25,937,416</b>	 <b>26,589,761</b>	 <b>26,633,274</b>
 <b>Department Full-Time Equivalent Total*</b>	 <b>3.00</b>	 <b>3.00</b>	 <b>3.00</b>	 <b>3.00</b>

*\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

## Budget Summary by Fund Police Relief and Pension

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
61060 - Police Relief & Pension Fund	29,738,764	25,937,416	26,589,761	26,633,274
<b>Budget Totals for PPEN</b>	<b>29,738,764</b>	<b>25,937,416</b>	<b>26,589,761</b>	<b>26,633,274</b>

## Police Relief and Pension

### Revenue Overview

#### 2020 Estimated Revenues

Account Code	Account Name	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
360400	Unclaimed Money/Property Sales	447,115	117,000	117,000	117,000
360430	Employr Pnsn Contributions	25,632,140	25,163,128	25,815,473	25,858,986
397010	Operating Transfers In	726,999	400,000	400,000	400,000
<b>Total Revenues for: 61060 - Police Relief &amp; Pension Fund</b>		<b>26,806,254</b>	<b>25,680,128</b>	<b>26,332,473</b>	<b>26,375,986</b>
400000	Use of/Contribution to Fund Balance	2,932,510	257,288	257,288	257,288
<b>Total Resources for:61060 - Police Relief &amp; Pension Fund</b>		<b>29,738,764</b>	<b>25,937,416</b>	<b>26,589,761</b>	<b>26,633,274</b>
<b>Total PPEN Resources</b>		<b>29,738,764</b>	<b>25,937,416</b>	<b>26,589,761</b>	<b>26,633,274</b>

## Police Relief and Pension

### Appropriations by Budget Summary Level and Program

#### **PPEN - BO-PP-RP604 - Police Relief and Pension**

The purpose of the Police Relief and Pension Budget Summary Level is to provide responsive benefit services to eligible active-duty and retired Seattle police officers.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Death Benefits	19,650	18,000	18,000	18,000
Leadership and Administration	586,751	813,506	813,012	856,525
Long-Term Care	4,174,509	-	-	-
Medical Benefits	9,678,435	15,380,000	15,380,000	15,380,000
Pensions	15,279,419	9,725,910	10,378,749	10,378,749
<b>Total</b>	<b>29,738,764</b>	<b>25,937,416</b>	<b>26,589,761</b>	<b>26,633,274</b>
Full-time Equivalents Total*	3.00	3.00	3.00	3.00

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Police Relief and Pension Budget Summary Level:

#### **Death Benefits**

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Death Benefits	19,650	18,000	18,000	18,000

#### **Leadership and Administration**

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Leadership and Administration	586,751	813,506	813,012	856,525
Full Time Equivalents Total	3.00	3.00	3.00	3.00

#### **Long-Term Care**

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Long-Term Care	4,174,509	-	-	-

#### **Medical Benefits**

# Police Relief and Pension

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Medical Benefits	9,678,435	15,380,000	15,380,000	15,380,000

## **Pensions**

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Pensions	15,279,419	9,725,910	10,378,749	10,378,749

# Seattle City Light

Debra Smith, General Manager & CEO

(206) 684-3500

<http://www.seattle.gov/light/>

## Department Overview

Seattle City Light was created by the residents of Seattle in 1902 to provide affordable, reliable, and environmentally sound electric power to the City of Seattle and neighboring suburbs. Owned by the community it serves, City Light is a nationally recognized leader in energy efficiency, renewable resource development, and environmental stewardship.

City Light provides electric power to approximately 462,000 residential, business, and industrial customers within a 131-square-mile service area. City Light provides power to the City of Seattle and surrounding jurisdictions, including parts of Shoreline, Burien, Tukwila, SeaTac, Lake Forest Park, Renton, Normandy Park, and areas of unincorporated King County.

City Light owns about 2,000 megawatts of very low-cost, environmentally-responsible, hydroelectric generation capacity. In an average year, City Light meets about 50% of its load with hydroelectric facilities that it owns directly and obtains the remainder primarily through the Bonneville Power Administration (BPA). City Light is the nation's ninth largest publicly-owned electric utility in terms of customers served.

## Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
Other Funding - Operating	914,353,597	1,023,130,257	1,053,358,255	1,054,938,247
<b>Total Operations</b>	<b>914,353,597</b>	<b>1,023,130,257</b>	<b>1,053,358,255</b>	<b>1,054,938,247</b>
<b>Capital Support</b>				
Other Funding - Capital	429,708,909	351,393,594	368,216,282	378,049,146
<b>Total Capital</b>	<b>429,708,909</b>	<b>351,393,594</b>	<b>368,216,282</b>	<b>378,049,146</b>
<b>Total Appropriations</b>	<b>1,344,062,506</b>	<b>1,374,523,851</b>	<b>1,421,574,537</b>	<b>1,432,987,392</b>
Full-Time Equivalent Total*	1,816.80	1,791.30	1,784.80	1,792.80

\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

# Seattle City Light

## Budget Overview

The 2020 Proposed Budget for Seattle City Light (SCL) reflects the priorities outlined in the department's 2019-2024 Strategic Plan and follows the plan's rate path, which includes a rate increase of 5.4% in 2020. The proposed budget does not vary significantly from the 2020 Endorsed Budget; the differences are primarily attributable to several net-zero adjustments between programs and an overall funding increase for revenue-backed work related to pole attachments for the 5G network.

The most noteworthy net-zero adjustment is the use of projected underspend to fund the expansion of transportation electrification programs. Funding will be used for additional electric vehicle fast-charging stations; incentives for industrial vehicle customers; and infrastructure for King County Metro's new fleet of electric buses.

The 2020 Proposed Budget also incorporates a reorganization of City Light's operational structure that was implemented in April of 2019. This reorganization was intended to encourage greater creativity, innovation and collaboration, and to streamline working groups to achieve greater focus on priority areas. No additional resources were required and there were no changes to staffing levels.

City Light's 2020 Capital Improvement Program (CIP) budget includes the year-to-year reprioritization of projects but does not change the overall budget, except for the 100% revenue-backed increase for pole attachment work. For more detailed information on the capital program, please see the 2020-2025 Proposed CIP.

To support the capital program and other eligible City Light costs, the 2020 Proposed Budget anticipates a 2020 bond issue of approximately \$225 million.



# Seattle City Light

## Incremental Budget Changes

### Seattle City Light

	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>1,421,574,537</b>	<b>1784.80</b>
<b>Baseline</b>		
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	5,324,186	-
2020 State Paid Family Medical Leave Increase Base Budget	757,236	-
Citywide Adjustments for Standard Cost Changes	(151,280)	-
<b>Proposed Operating</b>		
Transportation Electrification	-	-
Pole Attachment Contract-In Position Conversions	-	8.00
Annual Capital Spending Adjustments	9,232,865	-
Technical Adjustments	(3,750,150)	-
<b>Total Incremental Changes</b>	<b>\$11,412,857</b>	<b>8.00</b>
<b>Total 2020 Proposed Budget</b>	<b>\$1,432,987,392</b>	<b>1792.80</b>

## Description of Incremental Budget Changes

### Baseline

#### **2020 Coalition and Non-Rep Annual Wage Increase Base Budget**

Expenditures \$5,324,186

This centrally administered change adjusts appropriations to reflect the Annual Wage Increase, as outlined in the tentative agreement between the City and the Coalition of Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor.

#### **2020 State Paid Family Medical Leave Increase Base Budget**

Expenditures \$757,236

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the tentative agreement with the Coalition of Unions moves a portion of the cost responsibility to the employee in 2020, with the City paying the remainder. This item increases appropriations to account for the City's obligation for all employees.

# Seattle City Light

## Citywide Adjustments for Standard Cost Changes

Expenditures \$(151,280)

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including the Department of Finance & Administrative Services rates, Information Technology rates and Human Resources rates, health care, retirement and industrial insurance charges for the department. This adjustment also includes a transfer of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City's efforts to improve investigative processes and practices across the City departments. While the internal service rates are final for 2020, some of the other adjustments reflect initial assumptions about these costs and inflators early in the budget process.

## Proposed Operating

### Transportation Electrification

Expenditures -

This net-zero adjustment uses projected underspend within City Light's Customer Energy Solutions Division to expand transportation electrification programs in the following areas.

City Light already has a project underway to install 20 Direct Current Fast Chargers by the end of 2019. This expansion will add six more stations in 2020, bringing the total to 26.

The utility will also explore ways of enhancing charging options for multi-family residential customers, and they will work with the industrial transportation sector (for example trucking and package delivery companies) to install charging infrastructure for heavy-duty vehicles. Non-passenger vehicles account for approximately one half of vehicle emissions and City Light is exploring ways to help facilitate their transition to electric.

Lastly, City Light is working with King County Metro to design and build a charging facility for electric buses (Metro expects to receive 110 all-electric buses in 2021). City Light applied for a \$2 million matching grant from the Washington State Department of Commerce and if awarded, the department would set up a new capital project for this work.

### Pole Attachment Contract-In Position Conversions

Position Allocation 8.00

City Light had been utilizing citywide contract-in positions for two Senior Capital Project Coordinators and five Electrical Engineer Associate IIIs to carry out pole attachment work. These positions are approaching the three-year limit for temporary assignments and this item converts the positions to permanent City Light staff. Funding for the positions already exists in the budget. The pole attachment body of work has continued to expand in recent years and the forecast is for continued growth, as telecommunications companies look to deploy 5G networks. Additionally, this item adds an unfunded Strategic Advisor I to assist with data analytics and accountability.

### Annual Capital Spending Adjustments

Expenditures \$9,232,865

The CIP Overview BIP provides explanations for changes in the Capital Improvement Program (CIP) due to the normal refinement of work schedules and the ongoing reprioritization of capital work. This BIP highlights the 2020 changes in the current biennium and the 2021-25 changes in the remainder of the six-year CIP.

# Seattle City Light

## Technical Adjustments

Expenditures \$(3,750,150)

This request includes net-zero technical adjustments for central costs, security costs, and labor agreement increases, as well as a change in the budget treatment of engineering overhead. These adjustments are consistent with the Strategic Plan and proposed rates.

# Seattle City Light

## Expenditure Overview

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Appropriations</b>				
<b>SCL - BC-CL-W - Financial Services - CIP</b>				
41000 - Light Fund	8,042,903	2,722,196	2,785,613	-
<b>Total for BSL: BC-CL-W</b>	<b>8,042,903</b>	<b>2,722,196</b>	<b>2,785,613</b>	-
<b>SCL - BC-CL-X - Power Supply &amp; Environ Affairs - CIP</b>				
41000 - Light Fund	92,296,348	107,172,522	116,428,554	116,371,639
<b>Total for BSL: BC-CL-X</b>	<b>92,296,348</b>	<b>107,172,522</b>	<b>116,428,554</b>	<b>116,371,639</b>
<b>SCL - BC-CL-Y - Transmission and Distribution - CIP</b>				
41000 - Light Fund	183,306,043	145,931,225	149,867,050	147,563,829
<b>Total for BSL: BC-CL-Y</b>	<b>183,305,969</b>	<b>145,931,225</b>	<b>149,867,050</b>	<b>147,563,829</b>
<b>SCL - BC-CL-Z - Customer Focused - CIP</b>				
41000 - Light Fund	146,063,615	95,567,650	99,135,064	114,113,679
<b>Total for BSL: BC-CL-Z</b>	<b>146,063,615</b>	<b>95,567,650</b>	<b>99,135,064</b>	<b>114,113,679</b>
<b>SCL - BO-CL-A - Leadership and Administration - People and Culture</b>				
41000 - Light Fund	10,432,206	12,377,740	6,623,937	8,565,429
<b>Total for BSL: BO-CL-A</b>	<b>10,432,206</b>	<b>12,377,740</b>	<b>6,623,937</b>	<b>8,565,429</b>
<b>SCL - BO-CL-C - Leadership and Administration - General Manager</b>				
41000 - Light Fund	89,930,640	95,451,254	25,451,034	29,143,428
<b>Total for BSL: BO-CL-C</b>	<b>89,930,640</b>	<b>95,451,254</b>	<b>25,451,034</b>	<b>29,143,428</b>
<b>SCL - BO-CL-D - Debt Services</b>				
41000 - Light Fund	209,018,057	230,449,286	240,913,369	240,913,369
<b>Total for BSL: BO-CL-D</b>	<b>209,018,057</b>	<b>230,449,286</b>	<b>240,913,369</b>	<b>240,913,369</b>
<b>SCL - BO-CL-E - Power System Operations and Asset Management O&amp;M</b>				
41000 - Light Fund	23,150,523	39,598,249	30,600,815	33,561,494
<b>Total for BSL: BO-CL-E</b>	<b>23,150,523</b>	<b>39,598,249</b>	<b>30,600,815</b>	<b>33,561,494</b>
<b>SCL - BO-CL-F - Leadership and Administration - Financial Services O&amp;M</b>				
41000 - Light Fund	7,712,479	12,405,221	5,993,571	6,338,763
<b>Total for BSL: BO-CL-F</b>	<b>7,712,479</b>	<b>12,405,221</b>	<b>5,993,571</b>	<b>6,338,763</b>
<b>SCL - BO-CL-G - Generation Operations and Engineering O&amp;M</b>				
41000 - Light Fund	26,898,743	27,902,392	29,715,892	30,401,835

## Seattle City Light

<b>Total for BSL: BO-CL-G</b>	<b>26,898,743</b>	<b>27,902,392</b>	<b>29,715,892</b>	<b>30,401,835</b>
 <b>SCL - BO-CL-L - Long Term Purchased Power</b>				
41000 - Light Fund	291,814,162	298,051,673	307,722,319	307,722,319
<b>Total for BSL: BO-CL-L</b>	<b>291,814,162</b>	<b>298,051,673</b>	<b>307,722,319</b>	<b>307,722,319</b>
 <b>SCL - BO-CL-N - Leadership and Administration - General Expense</b>				
41000 - Light Fund	28,194,829	55,035,143	53,658,505	54,774,536
<b>Total for BSL: BO-CL-N</b>	<b>28,194,829</b>	<b>55,035,143</b>	<b>53,658,505</b>	<b>54,774,536</b>
 <b>SCL - BO-CL-O - Leadership and Administration - Facilities and Oversight</b>				
41000 - Light Fund	-	-	10,929,666	10,871,454
<b>Total for BSL: BO-CL-O</b>	<b>-</b>	<b>-</b>	<b>10,929,666</b>	<b>10,871,454</b>
 <b>SCL - BO-CL-P - Energy Innovation and Resources O&amp;M</b>				
41000 - Light Fund	13,605,577	16,230,545	66,412,412	67,134,933
<b>Total for BSL: BO-CL-P</b>	<b>13,605,577</b>	<b>16,230,545</b>	<b>66,412,412</b>	<b>67,134,933</b>
 <b>SCL - BO-CL-Q - Taxes</b>				
41000 - Light Fund	91,786,220	104,834,481	108,556,535	108,556,535
<b>Total for BSL: BO-CL-Q</b>	<b>91,786,220</b>	<b>104,834,481</b>	<b>108,556,535</b>	<b>108,556,535</b>
 <b>SCL - BO-CL-S - Short Term Purchased Power</b>				
41000 - Light Fund	28,373,564	40,406,121	40,408,243	40,408,243
<b>Total for BSL: BO-CL-S</b>	<b>28,373,564</b>	<b>40,406,121</b>	<b>40,408,243</b>	<b>40,408,243</b>
 <b>SCL - BO-CL-T - Transmission and Distribution O&amp;M</b>				
41000 - Light Fund	78,220,316	74,024,258	109,714,000	99,692,015
<b>Total for BSL: BO-CL-T</b>	<b>78,220,316</b>	<b>74,024,258</b>	<b>109,714,000</b>	<b>99,692,015</b>
 <b>SCL - BO-CL-V - Environmental Affairs O&amp;M</b>				
41000 - Light Fund	15,216,279	16,363,893	16,657,956	16,853,892
<b>Total for BSL: BO-CL-V</b>	<b>15,216,279</b>	<b>16,363,893</b>	<b>16,657,956</b>	<b>16,853,892</b>
 <b>Department Total</b>	 <b>1,344,062,506</b>	 <b>1,374,523,851</b>	 <b>1,421,574,537</b>	 <b>1,432,987,392</b>
 <b>Department Full-Time Equivalents Total*</b>	 <b>1,816.80</b>	 <b>1,791.30</b>	 <b>1,784.80</b>	 <b>1,792.80</b>

\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

# Seattle City Light

## Budget Summary by Fund Seattle City Light

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
41000 - Light Fund	1,344,062,506	1,374,523,851	1,421,574,537	1,432,987,392
<b>Budget Totals for SCL</b>	<b>1,344,062,506</b>	<b>1,374,523,851</b>	<b>1,421,574,537</b>	<b>1,432,987,392</b>

# Seattle City Light

## Revenue Overview

### 2020 Estimated Revenues

Account Code	Account Name	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
331000	Direct Federal Grants	648,829	-	-	-
331240	Bpa Revenues	6,560,257	2,000,000	9,000,000	9,000,000
343020	Services For Others-Nonop	8,041,641	7,790,370	7,829,322	7,363,014
343030	Electric Sales-Consumers	881,982,852	923,214,608	970,350,631	955,990,759
343050	Interchange Power To	94,280,275	86,262,120	78,609,228	69,786,201
343100	Other Electric Service Rev	11,530,944	12,038,038	12,098,229	12,461,629
360010	Investment Interest	16,916,156	14,297,929	15,370,881	15,758,814
360350	Other Rents & Use Charges	6,048,542	3,423,961	3,432,137	1,432,137
374000	Cap Contr Fed/State Grants	48,054	112,782	115,660	115,660
393010	Contributions In Aid Of Constr	57,250,380	35,426,647	37,196,765	42,005,439
<b>Total Revenues for: 41000 - Light Fund</b>		<b>1,083,307,930</b>	<b>1,084,566,455</b>	<b>1,134,002,853</b>	<b>1,113,913,652</b>
400000	Use of/Contribution to Fund Balance	260,754,576	289,957,397	287,571,684	319,073,740
<b>Total Resources for:41000 - Light Fund</b>		<b>1,344,062,506</b>	<b>1,374,523,851</b>	<b>1,421,574,537</b>	<b>1,432,987,392</b>
<b>Total SCL Resources</b>		<b>1,344,062,506</b>	<b>1,374,523,851</b>	<b>1,421,574,537</b>	<b>1,432,987,392</b>

## Seattle City Light

### Appropriations by Budget Summary Level and Program

#### SCL - BC-CL-W - Financial Services - CIP

The purpose of the Financial Services - CIP Budget Summary Level is to provide for the capital costs of rehabilitation and replacement of the utility's financial systems and information technology infrastructure, and the development and implementation of large software applications. This Budget Summary Level supports capital projects identified in the department's Capital Improvement Plan.

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
FINANCE AND IT SYSTEMS	8,042,903	2,722,196	2,785,613	-
<b>Total</b>	<b>8,042,903</b>	<b>2,722,196</b>	<b>2,785,613</b>	-
Full-time Equivalents Total*	10.71	10.71	10.71	10.71

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

#### SCL - BC-CL-X - Power Supply & Environ Affairs - CIP

The purpose of the Power Supply & Environmental Affairs - CIP Budget Summary Level is to provide for the capital costs of maintaining the physical generating plant and associated power license and regulatory requirements. This Budget Summary Level supports capital projects identified in the department's Capital Improvement Plan.

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
BOUNDARY	41,220,107	48,736,444	58,041,918	51,276,288
CEDAR FALLS - TOLT	3,169,185	4,856,149	4,764,144	5,678,484
FLEETS AND FACILITIES	12,146,511	18,530,342	24,072,512	25,718,153
POWER SUPPLY OTHER	5,735,487	5,904,489	4,727,131	3,877,400
SKAGIT	30,025,057	29,145,098	24,822,849	29,821,313
<b>Total</b>	<b>92,296,348</b>	<b>107,172,522</b>	<b>116,428,554</b>	<b>116,371,639</b>
Full-time Equivalents Total*	73.26	73.26	74.26	74.26

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Power Supply & Environ Affairs - CIP Budget Summary Level:



# Seattle City Light

## BOUNDARY

The Boundary program funds the capital costs for the Boundary physical generating plant and associated regulatory requirements.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
BOUNDARY	41,220,107	48,736,444	58,041,918	51,276,288
Full Time Equivalents Total	22.04	22.04	23.04	23.04

## CEDAR FALLS - TOLT

The Cedar Falls - Tolt program funds the capital costs for the Cedar Falls - Tolt physical generating plant and associated regulatory requirements.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
CEDAR FALLS - TOLT	3,169,185	4,856,149	4,764,144	5,678,484
Full Time Equivalents Total	5.72	5.72	5.72	5.72

## FLEETS AND FACILITIES

The Fleets and Facilities program funds the capital costs for the fleet replacement program and facility improvements.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
FLEETS AND FACILITIES	12,146,511	18,530,342	24,072,512	25,718,153
Full Time Equivalents Total	11.36	11.36	11.36	11.36

## POWER SUPPLY OTHER

The Power Supply Other program funds the capital costs for the generating plant and regulatory requirements of facilities not included in the other programs.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
POWER SUPPLY OTHER	5,735,487	5,904,489	4,727,131	3,877,400
Full Time Equivalents Total	8.56	8.56	8.56	8.56

## SKAGIT

The Skagit program funds the capital costs for the Skagit physical generating plant and associated regulatory requirements.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
SKAGIT	30,025,057	29,145,098	24,822,849	29,821,313
Full Time Equivalents Total	25.57	25.57	25.57	25.57

# Seattle City Light

## **SCL - BC-CL-Y - Transmission and Distribution - CIP**

The purpose of the Transmission and Distribution - CIP Budget Summary Level is to provide for the capital costs of installation, major maintenance, rehabilitation, and replacement of transmission lines, substations, distribution feeders, transformers, and other elements of the utility's transmission and distribution systems. This Budget Summary Level supports capital projects identified in the department's Capital Improvement Plan.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
DISTRIBUTION OTHER	6,411,374	19,895,337	17,708,292	19,617,108
NETWORK	52,190,605	24,493,579	29,526,220	27,720,013
RADIAL	57,070,894	60,718,624	63,688,506	64,221,417
SUBSTATIONS	55,429,827	29,573,334	28,140,202	27,562,663
TRANSMISSION	12,203,269	11,250,351	10,803,831	8,442,628
<b>Total</b>	<b>183,305,969</b>	<b>145,931,225</b>	<b>149,867,050</b>	<b>147,563,829</b>
Full-time Equivalents Total*	158.06	158.06	158.06	160.06

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Transmission and Distribution - CIP Budget Summary Level:

### **DISTRIBUTION OTHER**

The Distribution Other program funds the capital costs for the installation, major maintenance, rehabilitation, and replacement of other elements of the utility's transmission and distribution systems not included in other programs.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
DISTRIBUTION OTHER	6,411,374	19,895,337	17,708,292	19,617,108
Full Time Equivalents Total	10.09	10.09	10.09	10.09

### **NETWORK**

The Network program funds the capital costs for the installation, major maintenance, rehabilitation, and replacement of network system equipment.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
NETWORK	52,190,605	24,493,579	29,526,220	27,720,013
Full Time Equivalents Total	29.30	29.30	29.30	29.30

# Seattle City Light

## RADIAL

The Radial program funds the capital costs for the installation, major maintenance, rehabilitation, and replacement of radial system equipment.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
RADIAL	57,070,894	60,718,624	63,688,506	64,221,417
Full Time Equivalents Total	69.57	69.57	69.57	71.57

## SUBSTATIONS

The Substation program funds the capital costs for the installation, major maintenance, rehabilitation, and replacement of substation equipment.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
SUBSTATIONS	55,429,827	29,573,334	28,140,202	27,562,663
Full Time Equivalents Total	39.04	39.04	39.04	39.04

## TRANSMISSION

The Transmission program funds the capital costs for the installation, major maintenance, rehabilitation, and replacement of transmission lines and other elements of the utility's transmission system.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
TRANSMISSION	12,203,269	11,250,351	10,803,831	8,442,628
Full Time Equivalents Total	10.06	10.06	10.06	10.06

# Seattle City Light

## **SCL - BC-CL-Z - Customer Focused - CIP**

The purpose of the Customer Focused - CIP Budget Summary Level is to provide for the capital costs of customer service connections, meters, and other customer-driven projects, including large inter-agency projects requiring utility services or relocations. This Budget Summary Level supports capital projects identified in the department's Capital Improvement Plan. The utility's Financial Services projects are also included in this Budget Summary Level. These projects provide for the capital costs of rehabilitation and replacement of the utility's financial systems and information technology infrastructure, and the development and implementation of large software applications.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
CUSTOMER AND BILLING	692,605	64,152	209,434	603,918
CUSTOMER IT SYSTEMS	-	-	-	1,957,029
CUSTOMER OTHER	127,445	1,192,904	336,133	330,095
LOCAL JURISDICTIONS	6,477,782	13,777,159	22,349,849	22,288,874
SERVICE CONNECTIONS	113,013,546	50,458,448	47,620,851	60,446,156
TRANSPORTATION RELOCATIONS	25,752,238	30,074,986	28,618,796	28,487,607
<b>Total</b>	<b>146,063,615</b>	<b>95,567,650</b>	<b>99,135,064</b>	<b>114,113,679</b>
Full-time Equivalents Total*	56.82	56.82	56.82	61.82

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The following information summarizes the programs in Customer Focused - CIP Budget Summary Level:

### **CUSTOMER AND BILLING**

The Customer and Billing program provides the funding to support a portion of the customer billing functions at the utility and to fund City Light's customer call center improvement program.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
CUSTOMER AND BILLING	692,605	64,152	209,434	603,918

### **CUSTOMER IT SYSTEMS**

The Customer IT Systems program provides for the capital costs of rehabilitation and replacement of the utility's customer information technology infrastructure, and the development and implementation of large software applications. This program supports capital projects identified in the department's Capital Improvement Plan.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
CUSTOMER IT SYSTEMS	-	-	-	1,957,029

# Seattle City Light

## CUSTOMER OTHER

The Customer Other program provides funding to support the customer service engineering program and the Neighborhood Voluntary Undergrounding program.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
CUSTOMER OTHER	127,445	1,192,904	336,133	330,095
Full Time Equivalents Total	0.13	0.13	0.13	0.13

## LOCAL JURISDICTIONS

The Local Jurisdictions program funds the capital costs for projects in local jurisdictions requiring utility services or relocations.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
LOCAL JURISDICTIONS	6,477,782	13,777,159	22,349,849	22,288,874
Full Time Equivalents Total	5.32	5.32	5.32	10.32

## SERVICE CONNECTIONS

The Service Connections program funds the capital costs of customer service connections and meters.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
SERVICE CONNECTIONS	113,013,546	50,458,448	47,620,851	60,446,156
Full Time Equivalents Total	42.66	42.66	42.66	42.66

## TRANSPORTATION RELOCATIONS

The Transportation Relocations program funds the capital costs for large inter-agency transportation projects requiring utility services or relocations.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
TRANSPORTATION RELOCATIONS	25,752,238	30,074,986	28,618,796	28,487,607
Full Time Equivalents Total	8.71	8.71	8.71	8.71

# Seattle City Light

## **SCL - BO-CL-A - Leadership and Administration - People and Culture**

The purpose of the Leadership and Administration - People and Culture Budget Summary Level is to provide employee and management support services, including safety programs, organizational development, training, personnel, and labor relations to the department.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Indirect Cost Recovery Offset	(8,824,803)	(6,349,904)	(6,124,295)	(6,124,295)
PEOPLE AND CULTURE ADMIN O&M	19,257,009	18,727,644	12,748,232	14,689,724
<b>Total</b>	<b>10,432,206</b>	<b>12,377,740</b>	<b>6,623,937</b>	<b>8,565,429</b>
Full-time Equivalents Total*	91.17	90.17	90.17	90.17

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Leadership and Administration - People and Culture Budget Summary Level:

### **Indirect Cost Recovery Offset**

The Indirect Cost Recovery program offsets the overhead costs applied to the capital programs in the Leadership & Administration - People and Culture BSL.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Indirect Cost Recovery Offset	(8,824,803)	(6,349,904)	(6,124,295)	(6,124,295)

### **PEOPLE AND CULTURE ADMIN O&M**

The People and Culture Administration O&M program funds the O&M costs for employee and management support services. These including safety programs, organizational development, training, administrative support, and labor relations.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
PEOPLE AND CULTURE ADMIN O&M	19,257,009	18,727,644	12,748,232	14,689,724
Full Time Equivalents Total	91.17	90.17	90.17	90.17

# Seattle City Light

## **SCL - BO-CL-C - Leadership and Administration - General Manager**

The purpose of the Leadership and Administration - General Manager Budget Summary Level is to provide communications and customer experience support specific to customer information systems. The utility's Chief of Staff and government affairs functions are also included in this Budget Summary Level.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
CHIEF OF STAFF O&M	1,278,600	-	4,737,998	5,012,620
GENERAL MANAGER ADMIN O&M	8,973,322	12,273,783	6,510,646	6,863,070
GENERAL MANAGER OPS O&M	79,678,718	83,177,471	14,202,390	17,267,739
<b>Total</b>	<b>89,930,640</b>	<b>95,451,254</b>	<b>25,451,034</b>	<b>29,143,428</b>
Full-time Equivalents Total*	341.39	319.89	312.39	312.39

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The following information summarizes the programs in Leadership and Administration - General Manager Budget Summary Level:

### **CHIEF OF STAFF O&M**

The Chief of Staff O&M program provides support for the Chief of Staff.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
CHIEF OF STAFF O&M	1,278,600	-	4,737,998	5,012,620

### **GENERAL MANAGER ADMIN O&M**

The General Manager Administration O&M program provides administrative support for staff working in the areas of customer service, communication, and governmental affairs.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
GENERAL MANAGER ADMIN O&M	8,973,322	12,273,783	6,510,646	6,863,070
Full Time Equivalents Total	47.24	46.24	46.24	46.24

### **GENERAL MANAGER OPS O&M**

The General Manager Operations O&M program provides the operational support to carry out the customer service and communications functions.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
GENERAL MANAGER OPS O&M	79,678,718	83,177,471	14,202,390	17,267,739
Full Time Equivalents Total	294.15	273.65	266.15	266.15

## Seattle City Light

### **SCL - BO-CL-D - Debt Services**

The purpose of the Debt Service Budget Summary Level is to meet principal repayment and interest obligations on funds borrowed to meet City Light's capital expenditure requirements.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
DEBT SVS OPS	209,018,057	230,449,286	240,913,369	240,913,369
<b>Total</b>	<b>209,018,057</b>	<b>230,449,286</b>	<b>240,913,369</b>	<b>240,913,369</b>

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### **SCL - BO-CL-E - Power System Operations and Asset Management O&M**

The purpose of the Power System Operations, and Asset Management O&M Budget Summary Level is to provide support for the asset management and power system functions.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
SYS OPS & ASSET MGMT ADMIN O&M	5,328,565	17,521,734	9,936,821	9,217,781
SYS OPS & ASSET MGMT OPS O&M	17,821,958	22,076,515	20,663,994	24,343,713
<b>Total</b>	<b>23,150,523</b>	<b>39,598,249</b>	<b>30,600,815</b>	<b>33,561,494</b>
Full-time Equivalents Total*	219.00	219.00	219.00	219.00

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

*The following information summarizes the programs in Power System Operations and Asset Management O&M Budget Summary Level:*

#### **SYS OPS & ASSET MGMT ADMIN O&M**

The Power System Operations and Asset Management Administration O&M program funds the administrative work associated with asset management and system operations.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
SYS OPS & ASSET MGMT ADMIN O&M	5,328,565	17,521,734	9,936,821	9,217,781
Full Time Equivalents Total	117.66	117.66	117.66	117.66



# Seattle City Light

## SYS OPS & ASSET MGMT OPS O&M

The Power System Operations and Asset Management Operations O&M program funds the operational work associated with asset management and system operations.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
SYS OPS & ASSET MGMT OPS O&M	17,821,958	22,076,515	20,663,994	24,343,713
Full Time Equivalents Total	101.34	101.34	101.34	101.34

## **SCL - BO-CL-F - Leadership and Administration - Financial Services O&M**

The purpose of the Leadership and Administration - Financial Services O&M Budget Summary Level is to manage the utility's financial health through planning and provision of information to make financial decisions. Information technology services are also provided through this Budget Summary Level to support systems and applications used throughout the utility.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
FINANCIAL SERVICES O&M	16,537,283	18,567,908	11,937,591	12,282,783
Indirect Cost Recovery Offset	(8,824,803)	(6,162,687)	(5,944,020)	(5,944,020)
<b>Total</b>	<b>7,712,479</b>	<b>12,405,221</b>	<b>5,993,571</b>	<b>6,338,763</b>
Full-time Equivalents Total*	81.09	81.09	81.09	81.09

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Leadership and Administration - Financial Services O&M Budget Summary Level:

## FINANCIAL SERVICES O&M

The Financial Services O&M program funds the O&M work required to manage the utility's financial planning, financial reporting, risk mitigation, and information technology systems and applications.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
FINANCIAL SERVICES O&M	16,537,283	18,567,908	11,937,591	12,282,783
Full Time Equivalents Total	81.09	81.09	81.09	81.09

## Indirect Cost Recovery Offset

The Indirect Cost Recovery program offsets the overhead costs applied to the capital programs in the Leadership & Administration - Financial Services O&M BSL.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Indirect Cost Recovery Offset	(8,824,803)	(6,162,687)	(5,944,020)	(5,944,020)

# Seattle City Light

## **SCL - BO-CL-G - Generation Operations and Engineering O&M**

The purpose of the Generation Operations and Engineering O&M Budget Summary Level is to provide power to City Light customers by engineering and operating the power production facilities in a clean, safe, efficient, and reliable manner. The utility's power production engineering and generation operations are included in this Budget Summary Level.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
GENERATION OPS & ENG ADMIN O&M	26,898,743	27,902,392	29,715,892	30,401,835
<b>Total</b>	<b>26,898,743</b>	<b>27,902,392</b>	<b>29,715,892</b>	<b>30,401,835</b>
Full-time Equivalents Total*	177.89	177.89	177.89	177.89

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

## **SCL - BO-CL-L - Long Term Purchased Power**

The purpose of the Long-Term Purchased Power Budget Summary Level is to acquire wholesale power, transmission, and other related services (including renewable energy credits) to meet the utility's long-term demand for power. This Budget Summary Level provides appropriations for planned transactions beyond 24 months in advance.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
LONG TERM PURCH PWR OPS O&M	291,814,162	298,051,673	307,722,319	307,722,319
<b>Total</b>	<b>291,814,162</b>	<b>298,051,673</b>	<b>307,722,319</b>	<b>307,722,319</b>

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

## **SCL - BO-CL-N - Leadership and Administration - General Expense**

The purpose of the Leadership and Administration - General Expense Budget Summary Level is to provide for the general expenses of the utility that, for the most part, are not directly attributable to a specific organizational unit. These expenditures include insurance, bond issue costs, bond maintenance fees, audit costs, Law Department legal fees, external legal fees, employee benefits (medical and retirement costs), industrial insurance costs, general claims costs, and services provided by the City's internal services departments through the central cost allocation mechanism.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
CITY ALLOCATIONS	58,826,102	60,802,457	58,236,200	58,065,940
DEPARTMENT WIDE COSTS	7,780,135	20,536,686	20,675,793	21,988,427
Indirect Cost Recovery	(108,972,098)	(29,746,178)	(28,689,313)	(28,689,313)
Pooled Benefits and PTO	70,560,690	3,442,178	3,435,825	3,409,482
<b>Total</b>	<b>28,194,829</b>	<b>55,035,143</b>	<b>53,658,505</b>	<b>54,774,536</b>

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

# Seattle City Light

The following information summarizes the programs in Leadership and Administration - General Expense Budget Summary Level:

## CITY ALLOCATIONS

The City Allocations program funds the costs for city services that are provided to the utility.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
CITY ALLOCATIONS	58,826,102	60,802,457	58,236,200	58,065,940

## DEPARTMENT WIDE COSTS

The Departmentwide Costs program funds departmentwide O&M services that support other programs.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
DEPARTMENT WIDE COSTS	7,780,135	20,536,686	20,675,793	21,988,427

## Indirect Cost Recovery

The Indirect Cost Recovery program offsets the overhead costs applied to the capital programs in the Leadership & Administration - General Expense BSL.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Indirect Cost Recovery	(108,972,098)	(29,746,178)	(28,689,313)	(28,689,313)

## Pooled Benefits and PTO

The Pooled Benefits program funds costs for health and dental insurance, workers compensation, and unemployment insurance contributions.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Pooled Benefits and PTO	70,560,690	3,442,178	3,435,825	3,409,482

# Seattle City Light

## **SCL - BO-CL-O - Leadership and Administration - Facilities and Oversight**

The purpose of the Leadership and Administration - Facilities and Oversight Budget Summary Level is to provide security and facilities management, risk oversight, and compliance with NERC regulations. The utility's legal affairs functions are included in this Budget Summary Level.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
FACILITIES ADMIN O&M	-	-	10,929,666	10,871,454
<b>Total</b>	-	-	<b>10,929,666</b>	<b>10,871,454</b>
Full-time Equivalents Total*	-	-	-	1.00

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

## **SCL - BO-CL-P - Energy Innovation and Resources O&M**

The purpose of the Energy Innovation and Resources O&M Budget Summary Level is to support transportation electrification, solar, and other technologies, implement demand-side conservation measures that offset the need for additional generation resources, and monitor compliance with federal electric reliability standards. The power marketing operations of the utility are also included in this Budget Summary Level.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
CES DEF O&M	-	-	36,950,719	37,200,449
ENERGY INNOVATION & RESOURCES ADMIN	3,206,324	3,922,034	6,308,177	6,025,556
ENERGY INNOVATION & RESOURCES O&M	10,399,253	12,308,511	23,153,516	23,908,928
<b>Total</b>	<b>13,605,577</b>	<b>16,230,545</b>	<b>66,412,412</b>	<b>67,134,933</b>
Full-time Equivalents Total*	44.66	44.66	44.66	44.66

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

*The following information summarizes the programs in Energy Innovation and Resources O&M Budget Summary Level:*

### **CES DEF O&M**

The Customer Energy Solutions Deferred O&M program funds Deferred O&M costs for conservation incentives and other energy efficiency programs. The program provides a multi-year benefit to the utility and the O&M costs are deferred to align with the conservation benefits.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
CES DEF O&M	-	-	36,950,719	37,200,449

# Seattle City Light

## ENERGY INNOVATION & RESOURCES ADMIN

The Energy Innovation and Resources Administration program funds administrative costs for power marketing, transportation electrification, solar and other technologies, demand-side conservation measures that offset the need for additional generation resources, and the monitoring of compliance with federal electric reliability standards.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
ENERGY INNOVATION & RESOURCES ADMIN	3,206,324	3,922,034	6,308,177	6,025,556
Full Time Equivalents Total	16.30	16.30	16.30	16.30

## ENERGY INNOVATION & RESOURCES O&M

The Energy Innovation and Resources O&M programs fund O&M costs for power marketing, transportation electrification, solar and other technologies, demand-side conservation measures that offset the need for additional generation resources, and the monitoring of compliance with federal electric reliability standards.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
ENERGY INNOVATION & RESOURCES O&M	10,399,253	12,308,511	23,153,516	23,908,928
Full Time Equivalents Total	28.36	28.36	28.36	28.36

### **SCL - BO-CL-Q - Taxes**

The purpose of the Taxes Budget Summary Level is to pay City Light's legally required tax payments for state, city, and local jurisdictions. This Budget Summary Level includes funding for franchise contract payments negotiated with local jurisdictions in City Light's service territory.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
TAXES OPS O&M	91,786,220	104,834,481	108,556,535	108,556,535
<b>Total</b>	<b>91,786,220</b>	<b>104,834,481</b>	<b>108,556,535</b>	<b>108,556,535</b>

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### **SCL - BO-CL-S - Short Term Purchased Power**

The purpose of the Short-Term Purchased Power Budget Summary Level is to acquire wholesale power, transmission, and other related services (including renewable energy credits) to manage the utility's short-term demand given the variability of hydroelectric power. This Budget Summary Level provides appropriations for planned transactions up to 24 months in advance.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
SHORT TERM PURCH PWR OPS O&M	28,373,564	40,406,121	40,408,243	40,408,243
<b>Total</b>	<b>28,373,564</b>	<b>40,406,121</b>	<b>40,408,243</b>	<b>40,408,243</b>

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## **SCL - BO-CL-T - Transmission and Distribution O&M**

The purpose of the Transmission and Distribution O&M Budget Summary Level is to provide reliable electricity to customers through operation and maintenance of City Light's overhead and underground distribution systems, substations, and transmission systems. The utility's energy delivery engineering and customer operations functions are included in this Budget Summary Level.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
TRANSMISSION & DISTRIB ADMIN O&M	12,128,244	5,949,982	13,747,174	9,734,848
TRANSMISSION & DISTRIB FLEET O&M	8,441,109	16,067,349	15,883,356	15,965,832
TRANSMISSION & DISTRIB POWER DISTRIB OPS O&M	57,650,963	52,006,927	80,083,470	73,991,335
<b>Total</b>	<b>78,220,316</b>	<b>74,024,258</b>	<b>109,714,000</b>	<b>99,692,015</b>
Full-time Equivalents Total*	511.75	508.75	508.75	508.75

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The following information summarizes the programs in Transmission and Distribution O&M Budget Summary Level:

### **TRANSMISSION & DISTRIB ADMIN O&M**

The Transmission & Distribution Administration O&M program funds the administrative work with City Light's overhead and underground distribution systems, substations and transmission systems.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
TRANSMISSION & DISTRIB ADMIN O&M	12,128,244	5,949,982	13,747,174	9,734,848
Full Time Equivalents Total	106.65	103.65	103.65	103.65

### **TRANSMISSION & DISTRIB FLEET O&M**

The Transmission & Distribution Fleet program funds fleet management and support for distribution, transmission and generation programs.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
TRANSMISSION & DISTRIB FLEET O&M	8,441,109	16,067,349	15,883,356	15,965,832
Full Time Equivalents Total	81.94	81.94	81.94	81.94

### **TRANSMISSION & DISTRIB POWER DISTRIB OPS O&M**

The Transmission & Distribution Power Distribution Operations O&M program funds the operation and maintenance of City Light's overhead and underground distribution systems; engineering of energy delivery; customer operation services such as metering, billing, and account management; substations; and transmission systems.

# Seattle City Light

	2018	2019	2020	2020
Expenditures/FTE	Actuals	Adopted	Endorsed	Proposed
TRANSMISSION & DISTRIB POWER DISTRIB OPS O&M	57,650,963	52,006,927	80,083,470	73,991,335
Full Time Equivalents Total	323.16	323.16	323.16	323.16

## **SCL - BO-CL-V - Environmental Affairs O&M**

The purpose of the Environmental Affairs O&M Budget Summary Level is to help the utility generate and deliver energy in an environmentally responsible manner. This Budget Summary Level also supports the utility's renewable resource development programs, hydro relicensing, and real estate.

Program Expenditures	2018	2019	2020	2020
	Actuals	Adopted	Endorsed	Proposed
ENVIRO AFFAIRS ADMIN O&M	8,360,676	8,792,526	8,929,413	8,997,178
ENVIRO AFFAIRS DEFERRED O&M	2,643,026	2,606,018	2,663,434	2,682,663
ENVIRO AFFAIRS OPS O&M	4,212,577	4,965,349	5,065,109	5,174,051
<b>Total</b>	<b>15,216,279</b>	<b>16,363,893</b>	<b>16,657,956</b>	<b>16,853,892</b>
Full-time Equivalents Total*	51.00	51.00	51.00	51.00

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The following information summarizes the programs in Environmental Affairs O&M Budget Summary Level:

### **ENVIRO AFFAIRS ADMIN O&M**

The Environmental Affairs Administration O&M program performs the administrative work associated with utility generation and the delivery of energy in an environmentally responsible manner. This program also supports the utility's renewable resource development programs, hydro relicensing, and real estate.

	2018	2019	2020	2020
Expenditures/FTE	Actuals	Adopted	Endorsed	Proposed
ENVIRO AFFAIRS ADMIN O&M	8,360,676	8,792,526	8,929,413	8,997,178
Full Time Equivalents Total	19.03	19.03	19.03	19.03

### **ENVIRO AFFAIRS DEFERRED O&M**

The Environmental Affairs Deferred O&M program funds the deferred O&M costs related to the utility's generation and the delivery of energy in an environmentally responsible manner. This program also supports the utility's renewable resource development programs, hydro relicensing, and real estate.

	2018	2019	2020	2020
Expenditures/FTE	Actuals	Adopted	Endorsed	Proposed
ENVIRO AFFAIRS DEFERRED O&M	2,643,026	2,606,018	2,663,434	2,682,663
Full Time Equivalents Total	4.90	4.90	4.90	4.90

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## ENVIRO AFFAIRS OPS O&M

The Environmental Affairs Operations O&M program performs operational work associated with utility generation and the delivery of energy in an environmentally responsible manner. This program also supports the utility's renewable resource development programs, hydro relicensing, and real estate.

	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2020</b>
<b>Expenditures/FTE</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Endorsed</b>	<b>Proposed</b>
ENVIRO AFFAIRS OPS O&M	4,212,577	4,965,349	5,065,109	5,174,051
Full Time Equivalents Total	27.08	27.08	27.08	27.08



# Seattle Public Utilities

Mami Hara, General Manager & CEO

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## Department Overview

Seattle Public Utilities (SPU) provides reliable, efficient and environmentally conscious utility services to enhance the quality of life and livability in all communities SPU serves. SPU operates three distinct utilities: Drainage and Wastewater, Solid Waste and Water. The three utilities each have unique revenue sources and capital improvement projects but share many operations and administration activities within SPU and the City.

**Drainage and Wastewater:** The Drainage and Wastewater Utility collects and disposes or discharges storm runoff and wastewater from residences, businesses, institutions and public properties within the City. In addition to handling sewage and storm water runoff, Drainage and Wastewater works with other government agencies and private parties to address Federal EPA-mandated sediment cleanup projects where contamination is linked to storm water or sewage, such as Gas Works Park and the Lower Duwamish Waterway. The drainage and wastewater systems include approximately 448 miles of separated sanitary sewers, 968 miles of combined sewers, 481 miles of storm drains, 68 pump stations, 85 permitted combined sewer overflow outfalls, 290 storm drain outfalls, 578 water quality structures, 295 drainage flow control facilities, and 38 combined sewer overflow control detention tanks and pipes.

**Solid Waste:** The Solid Waste Utility collects and processes recycling, compostables, and residential and commercial garbage to promote public health and safety, quality of life, and environmental stewardship. The City owns and operates two transfer stations, two household hazardous waste facilities, a fleet of trucks and heavy equipment, and several closed landfills. The Solid Waste Capital Improvement Plan (CIP) supports the transfer stations, heavy equipment, and post-closure projects on landfills previously used by the City. In addition, SPU contracts with private companies who collect household refuse, compostable material, and recyclables. The companies deliver the material to recycling and composting facilities and to transfer stations for its ultimate processing or disposal. In concert with its waste handling and disposal activities, Solid Waste engages its customers in environmental sustainability programs that promote recycling, composting and reducing waste generation. Solid Waste also works to keep Seattle clean, by targeting illegal dumping, automobile abandonment, graffiti removal and providing public litter cans and recycling bins across Seattle.

**Water:** The Water Utility provides reliable, clean, and safe water to more than 1.5 million customers in and around Seattle for consumption and other uses. The water delivery system extends from Edmonds to Des Moines and from Puget Sound to Lake Joy near Duvall. SPU delivers water directly to its customers in Seattle and adjacent areas and provides wholesale water to 21 suburban water utilities and two interlocal associations for distribution to their customers. The Water Utility includes 1,900 miles of pipeline, 31 pump stations, 15 treated water reservoirs, three wells and 104,000 acres in two watersheds. The Utility builds, operates and maintains the City's water infrastructure to ensure system reliability, conserve and enhance the region's environmental resources and protect public health and safety. SPU engages the community in conservation efforts to reduce water consumption.

SPU monitors its funds using financial targets and employs these metrics to communicate about the financial health of its utilities with the Mayor and City Council, Seattle residents and businesses, and the bond rating agencies. Financial performance metrics include net income; year-end cash balance; the amount of cash versus debt dedicated to the CIP; debt service coverage, which is the amount of cash available to pay annual debt service after day-to-day system expenses are paid; and, for the Drainage and Wastewater Fund, the debt to asset ratio. Due to strong financial management and a commitment on the part of elected officials to establishing prudent rates, SPU has some of the strongest bond ratings of any utility in the country. SPU's Water and Drainage and Wastewater bonds are rated one notch below the highest rating by both S&P (AA+) and Moody's (Aa1), while Solid Waste bonds, which traditionally are viewed as riskier by ratings agencies, are just slightly lower and still categorized as High-Grade High Quality bonds (AA and Aa3 from the two agencies, respectively). These high ratings help SPU sell revenue bonds to

## Seattle Public Utilities

fund infrastructure investments at the lowest costs possible. These lowered costs benefit the utilities and the rate payers they serve.

### Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
General Fund Support	9,179,102	10,041,120	10,565,949	11,751,586
Other Funding - Operating	827,466,984	893,567,218	945,541,016	923,225,891
<b>Total Operations</b>	<b>836,646,086</b>	<b>903,608,338</b>	<b>956,106,965</b>	<b>934,977,477</b>
<b>Capital Support</b>				
Other Funding - Capital	174,275,141	360,229,872	440,009,298	416,412,005
<b>Total Capital</b>	<b>174,275,141</b>	<b>360,229,872</b>	<b>440,009,298</b>	<b>416,412,005</b>
<b>Total Appropriations</b>	<b>1,010,921,228</b>	<b>1,263,838,211</b>	<b>1,396,116,263</b>	<b>1,351,389,482</b>
Full-Time Equivalent Total*	1,398.55	1,414.55	1,421.55	1,433.30

\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

### Budget Overview

The 2020 Proposed Budget for Seattle Public Utilities (SPU) largely reflects the 2020 Endorsed Budget that was developed in 2018 and continues to support key initiatives and service levels identified in the 2018-2023 Strategic Business Plan. The 2020 Proposed Budget also provides budget corrections based on financial planning information, and includes changes reflected in capital planning. The net impact of these changes reduces SPU's 2020 Proposed Budget by \$44.7 million.

#### Strategic Business Plan Overview

In 2017, the City adopted the 2018-2023 SPU Strategic Business Plan that guides the department's operations and investments for the six-year period from 2018-2023. A nine-member customer panel oversaw the development of the plan. The plan sets a transparent and integrated direction for all SPU utilities and contains projected six-year rate paths for water, drainage, wastewater, and solid waste lines of business. The adopted rate of growth across all lines of business is 5.2% annually.

In 2020, SPU will continue with programmatic reprioritization, efficiency improvements, and refinement of the CIP and operating budgets outlined in the plan to streamline utility services and deliver on regulatory requirements. SPU will create 9 new positions, including 6.0 FTEs to support financial services and 3.0 FTEs to support ongoing operations at solid waste transfer stations.

#### Drainage and Wastewater Highlights

The City adopted Drainage and Wastewater Rates in 2018 that reflected decreased expenditures in the Strategic Business Plan. Drainage rates will grow by 8.0% each year for the three-year period from 2019-2021. Wastewater rates will grow 7.5%, 7.4%, and 7.3% in 2019, 2020, and 2021 respectively. These rates include an estimate of a 2.8%

## Seattle Public Utilities

increase in the King County treatment rate in 2021; actual 2021 rate increases may vary based on the actual King County treatment rate that is passed through to customers.

Efficiencies, Reductions, and Deferrals: The 2020 Proposed Budget reduces the Drainage and Wastewater 2020 Endorsed Budget by \$59.5 million, attributable to:

- reducing operating budget by \$19.4 million to reflect various technical changes related to taxes and fees, debt service, central costs, labor-related changes, and miscellaneous reductions;
- deferring \$21.7 million in costs associated with the Ship Canal Water Quality Project;
- deferring \$17.6 million in costs associated with construction on Operational Facilities projects;
- deferring \$8.9 million in costs associated with Move Seattle Levy projects; and
- a net increase of \$8.1 million in costs associated with increases and decreases across 30 capital projects within the Drainage and Wastewater CIP.

None of the efficiencies, reductions, or deferrals are expected to adversely affect services provided to customers or significantly change long-term goals of capital projects.

The 2020-2025 Proposed CIP revises and adds projects based on Combined Sewer Overflow and clean-up efforts, the largest of which is the Ship Canal Water Quality Project. For more information on these changes, please see the accompanying 2020-2025 Proposed CIP.

### Water Utility Highlights

The Water Utility delivers potable water directly to retail customers both inside the City and in adjacent areas. These retail customers provide about 72% of the Water Fund's operating revenues, with roughly equal revenues coming from residential and commercial users. SPU also delivers water to districts and agencies who then deliver water to their direct customers. This wholesaling of water represents about 21% of Water's projected operating revenues in 2020. The remaining revenue is generated by non-rate fees and other sources.

The Water line of business has moved away from a period of intensive capital investment in new projects and is transitioning into maintenance and improvements of the existing transmission and distribution system. SPU will continue its efforts to complete reservoir retrofits and covering, water supply and asset preservation projects as detailed in the 2020-2025 Proposed CIP.

The City Council adopted Water Rates for retail customers in 2017 for the 2018, 2019 and 2020 rate period. Adopted Water rate increases for 2019 and for 2020 are under the 2018-2023 updated Strategic Business Plan by 2.5% and 3.7% respectively.

Changes to the Water Fund: The 2020 Proposed Budget increases the Water budget over the 2020 Endorsed Budget by \$12.3 million and includes:

- various technical changes to taxes and fees, debt service, central costs, labor-related changes, and miscellaneous reductions;
- increasing funding for capital projects driven by demand (e.g. water tap installations that follow permit requests for new construction; and
- decreasing funding for capital projects that are deferred or delayed.

For more information on these changes, please see the accompanying 2020-2025 Proposed CIP.

### Solid Waste Highlights

The Solid Waste Utility provides collection services to residents and businesses within Seattle. Financial support of this service is primarily generated through charges based on the amount of garbage collected from residential and commercial waste collection contracts. Solid Waste will pursue opportunities for efficiencies in service delivery as it

# Seattle Public Utilities

continues to experience decreased demand for services as a result of its conservation efforts to reduce solid waste and increase recycling activity.

SPU transmitted legislation to set Solid Waste Utility Rates for the 2020, 2021, and 2022 period. Solid Waste Rates are effective April 1st each year. Rates submitted for 2020-2022 are consistent with the 2020 Proposed Budget and is informed by the 2018-2023 Strategic Business Plan. The proposed rates include increases of 3.0% in 2020, 2.9% in 2021, and 2.9% in 2022, for an average annual increase of 3.0% over the three year period. This is below the average Solid Waste Rate path assumed in the 2018-2023 Strategic Business plan that assumed average annual increases of 3.4% over the same three-year period.

The Solid Waste Fund expects long-term demand to remain stable, with a small decline in some sectors through 2020.

Changes to the Solid Waste Fund: The 2020 Proposed Budget increases the Solid Waste budget over the 2020 Endorsed Budget by approximately \$871,000 due to revised capital project spending that shifts planned project costs in 2023 and 2024 forwards into 2020.

For more information on these changes, please see the accompanying 2020-2025 Proposed CIP.

## Shared Across All Enterprise Funds

SPU corporate functions including leadership and administration, project delivery, and customer service are shared across all three enterprise funds and allocated proportionally. These functions are included individually by fund and each line of business collects enough rate revenues to pay for these costs.

Efficiencies, Reductions, and Deferrals: SPU will reduce budget by \$23.2 million across all three funds, primarily due to:

- \$19.6 million in reduced debt service obligations;
- \$1.5 million in reduced major contracts;
- \$9.1 million in reduced taxes and fees;
- \$5.7 million in increased labor changes; and
- \$1.3 million in increased miscellaneous programs.

Please see the Incremental Change section below for more detail.

## General Fund

In addition to the three utility enterprise funds, SPU receives General Fund monies to support activities that go beyond direct utility service provision and support general government services. The General Fund portion of the SPU budget provides resources for:

- the Clean City Program, which addresses public blight issues in Seattle including public litter, illegal dumping, graffiti on public property, and litter issues related to unsanctioned homeless encampments;
- the Trees for Seattle Program (previously called ReLeaf), which works to maintain and increase the urban tree canopy in Seattle; and
- general government functions like maintaining survey markers throughout Seattle, standardizing construction specifications and planning documents, and maintaining engineering records for the city.

Programmatic increases: The 2020 Proposed Budget adds approximately \$1.2 million to the SPU General Fund budget to reflect increasing costs related to disposal and operations for general government garbage and neighborhood clean-up programs, as well as for the Recreational Vehicle Remediation Pilot Program.

Homelessness Investments: The 2020 Proposed Budget will:

## Seattle Public Utilities

- maintain existing programs that address litter issues arising from unsanctioned homeless encampments; and
- expand the 2019 pilot to reduce trash and litter from illegally parked recreational vehicles (RVs) in the public right-of-way or on Seattle Parks and Recreation property.

Existing Homelessness Programs: The 2019 Adopted Budget included funding for SPU to continue three programs related to homelessness issues in Seattle. These programs included the Encampment Bag Program, the Litter Abatement Program, and the Needle Program. Under these programs, SPU provided trash removal from encampments, removed litter from the public right-of-way in neighborhoods affected by unsanctioned homeless encampments, and removed used needles from the public right-of-way and installed and serviced public needle disposal boxes throughout Seattle. Since first implementing the programs as pilots in 2017, service levels have expanded. The 2020 Proposed Budget maintains the expanded service levels.

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### Incremental Budget Changes

#### Seattle Public Utilities

	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>1,396,116,263</b>	<b>1421.55</b>
<b>Proposed Operating</b>		
Accounting and Operational Support	840,320	6.00
Solid Waste Operations	-	3.00
Clean City Disposal Costs	1,069,021	-
RV Remediation Increase	116,616	-
<b>Proposed Capital</b>		
Water Capital Changes	12,323,340	-
Drainage and Wastewater Capital Changes	(40,175,697)	-
Solid Waste Capital Changes	4,255,064	-
Technology Capital Changes	-	-
<b>Proposed Technical</b>		
Supplemental Budget Changes	-	2.00
Technical Adjustments	(23,155,445)	0.75
<b>Total Incremental Changes</b>	<b>\$(44,726,781)</b>	<b>11.75</b>
<b>Total 2020 Proposed Budget</b>	<b>\$1,351,389,482</b>	<b>1433.30</b>

### Description of Incremental Budget Changes

#### Proposed Operating

##### Accounting and Operational Support

Expenditures	\$840,320
Position Allocation	6.00

This change increases budget in the Leadership and Administration Budget Control Level by \$840,320 in 2020 for the Water Fund, Drainage and Wastewater Fund, and the Solid Waste Fund. This change adds a mix of permanent and temporary labor to support areas in the Seattle Public Utilities (SPU) Accounting Division to address the impact of business process and system changes due primarily from the re-implementation of the financial system conducted in 2018, as well as operational support for data management. Included are the following permanent, ongoing positions: 3.0 FTE Accountants, 1.0 FTE Senior Accountant, 1.0 FTE Principal Accountant, 1.0 FTE Strategic Advisor. In addition, this change adds funding for 3.0 FTE temporary staff.

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## Solid Waste Operations

Expenditures	-
Position Allocation	3.00

This change converts 5.0 FTE term-limited temporary positions to permanent positions in 2020 in order to maintain the current staffing levels at the transfer stations. In addition, position-only authority for 3.0 FTE Laborers and reallocation of two existing vacant positions for 2.0 FTE Laborers is authorized. This change represents a net-zero dollar impact to the utility as a whole; budget already exists for the current temporary labor.

## Clean City Disposal Costs

Expenditures	\$1,069,021
--------------	-------------

This change increases the General Fund appropriation in 2020 by \$1,069,021 in the Utility Services and Operations Budget Control Level to pay for increased Clean City program disposal costs, staff support for the RV Remediation pilot to maintain current service levels, and increased professional service costs to support changes in business practices.

## RV Remediation Increase

Expenditures	\$116,616
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This change adds \$116,616 to expand the Recreational Vehicle Remediation Pilot program begun in 2019. This expansion would allow SPU to provide clean-up support to the larger citywide effort, doubling the average number of sites available for remediation from an average of 8 locations to an average of 16 locations per month.

## Proposed Capital

### Water Capital Changes

Expenditures	\$12,323,340
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This change increases the Water Fund Core and Shared CIP by \$12,323,340 in 2020. The primary focus is on asset management for distribution and transmission pipes, water system impacts associated with the various Seattle and regional transportation projects, and upgrades to water system facilities such as operation buildings. Please refer to the Water 2020-2025 Proposed Capital Improvement Program for more detail.

### Drainage and Wastewater Capital Changes

Expenditures	\$(40,175,697)
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This change decreases the Drainage and Wastewater Fund (DWF) by \$40,175,697 in 2020 across all Capital Budget Control Levels, and reflects the SPU 2018-2023 Strategic Business Plan, which includes updated regulatory requirements and a joint project with King County to build a Combined Sewer Overflow (CSO) storage facility along the Ship Canal. Please see the Drainage and Wastewater 2020-2025 Proposed Capital Improvement Program for more details.

### Solid Waste Capital Changes

Expenditures	\$4,255,064
--------------	-------------

This change increases the Solid Waste Fund by \$4,255,064 in 2020 and shifts various project costs between years for a total reduction of \$690,000 over the 2020-2025 Capital Improvement Program. Changes from the Endorsed 2020 Solid Waste CIP are primarily driven by the South Park landfill redevelopment project as SPU, WSDOT, and Sound Transit negotiate and finalize scope and timeline. Please see the Solid Waste 2020-2025 Capital Improvement Program for more details.

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## Technology Capital Changes

Expenditures -

This change makes no change to the Technology Capital Improvement Program (CIP) in 2020. The total increase for the six-year period of 2020-2025 is \$10,500,000 in out-year spending, resulting from adding an additional year (2025) to the CIP spending plan window. This change also completes a net-zero shift as project timing and needs are projected to change in 2021 and beyond. Please see the Technology 2020-2025 Proposed Capital Improvement Program for more details.

## Proposed Technical

### Supplemental Budget Changes

Position Allocation 2.00

This technical change implements budget revisions made in the 2019 Quarterly Supplemental Budget Ordinances. Changes in this adjustment include transferring two positions from Seattle Department of Information Technology to Seattle Public Utilities.

### Technical Adjustments

Expenditures \$(23,155,445)

Position Allocation 0.75

This change increases SPU's staff resourcing by .75 FTE as SPU requests to convert two part-time positions to full-time positions, as well as reduces SPU's budget by \$23.2 million. This change adjusts various operating budgets in the Water, Drainage and Wastewater, Solid Waste and General Funds. The main drivers of change are:

- updated projections for taxes and fees paid by SPU as a result of lower than projected revenues on which these taxes and fees are based (\$9.1 million reduction);

- a reduction in debt service as SPU's bond issuance needs have been reduced due to improved capital planning and revenue projections (\$19.6 million reduction);
- a major service contract payment reduction as SPU updates projections for future contract expenditures (\$1.8 million reduction);
- an increase in city-wide central costs (\$2.7 million);
- an increase in labor-related and central cost expenses to support the department's share of city-wide central services and labor costs (\$5.7 million increase); and
- increases and reductions in miscellaneous activities (net \$1.1 million reduction).



# Seattle Public Utilities

## Expenditure Overview

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Appropriations</b>				
<b>SPU - BC-SU-C110B - Distribution</b>				
43000 - Water Fund	21,589,637	36,177,685	35,328,077	34,136,663
<b>Total for BSL: BC-SU-C110B</b>	<b>21,589,637</b>	<b>36,177,685</b>	<b>35,328,077</b>	<b>34,136,663</b>
<b>SPU - BC-SU-C120B - Transmission</b>				
43000 - Water Fund	2,605,160	11,897,836	15,408,573	15,612,322
<b>Total for BSL: BC-SU-C120B</b>	<b>2,605,160</b>	<b>11,897,836</b>	<b>15,408,573</b>	<b>15,612,322</b>
<b>SPU - BC-SU-C130B - Watershed Stewardship</b>				
43000 - Water Fund	302,851	1,192,633	173,878	1,289,569
<b>Total for BSL: BC-SU-C130B</b>	<b>302,851</b>	<b>1,192,633</b>	<b>173,878</b>	<b>1,289,569</b>
<b>SPU - BC-SU-C140B - Water Quality &amp; Treatment</b>				
43000 - Water Fund	1,076,427	1,660,000	8,830,000	9,525,000
<b>Total for BSL: BC-SU-C140B</b>	<b>1,076,427</b>	<b>1,660,000</b>	<b>8,830,000</b>	<b>9,525,000</b>
<b>SPU - BC-SU-C150B - Water Resources</b>				
43000 - Water Fund	2,788,762	8,372,108	7,271,497	8,464,008
<b>Total for BSL: BC-SU-C150B</b>	<b>2,788,762</b>	<b>8,372,108</b>	<b>7,271,497</b>	<b>8,464,008</b>
<b>SPU - BC-SU-C160B - Habitat Conservation Program</b>				
43000 - Water Fund	1,377,485	3,023,995	1,953,846	3,488,143
<b>Total for BSL: BC-SU-C160B</b>	<b>1,377,485</b>	<b>3,023,995</b>	<b>1,953,846</b>	<b>3,488,143</b>
<b>SPU - BC-SU-C230B - New Facilities</b>				
45010 - Solid Waste Fund	6,266,584	3,540,947	21,894,979	18,442,478
<b>Total for BSL: BC-SU-C230B</b>	<b>6,266,584</b>	<b>3,540,947</b>	<b>21,894,979</b>	<b>18,442,478</b>
<b>SPU - BC-SU-C240B - Rehabilitation &amp; Heavy Equipment</b>				
45010 - Solid Waste Fund	251,006	325,000	320,000	8,390,000
<b>Total for BSL: BC-SU-C240B</b>	<b>251,006</b>	<b>325,000</b>	<b>320,000</b>	<b>8,390,000</b>
<b>SPU - BC-SU-C333B - Protection of Beneficial Uses</b>				
44010 - Drainage and Wastewater Fund	7,113,683	15,564,660	25,835,358	22,273,994
<b>Total for BSL: BC-SU-C333B</b>	<b>7,113,683</b>	<b>15,564,660</b>	<b>25,835,358</b>	<b>22,273,994</b>
<b>SPU - BC-SU-C350B - Sediments</b>				
44010 - Drainage and Wastewater Fund	4,876,431	3,636,224	4,202,353	3,481,934
<b>Total for BSL: BC-SU-C350B</b>	<b>4,876,431</b>	<b>3,636,224</b>	<b>4,202,353</b>	<b>3,481,934</b>

## Seattle Public Utilities

### SPU - BC-SU-C360B - Combined Sewer Overflows

44010 - Drainage and Wastewater Fund	25,432,288	71,316,167	138,590,582	121,148,094
<b>Total for BSL: BC-SU-C360B</b>	<b>25,432,288</b>	<b>71,316,167</b>	<b>138,590,582</b>	<b>121,148,094</b>

### SPU - BC-SU-C370B - Rehabilitation

44010 - Drainage and Wastewater Fund	27,008,384	45,274,242	36,496,483	40,043,724
<b>Total for BSL: BC-SU-C370B</b>	<b>27,008,384</b>	<b>45,274,242</b>	<b>36,496,483</b>	<b>40,043,724</b>

### SPU - BC-SU-C380B - Flooding, Sewer Backup & Landslide

44010 - Drainage and Wastewater Fund	8,901,797	16,029,911	42,734,349	37,252,229
<b>Total for BSL: BC-SU-C380B</b>	<b>8,901,797</b>	<b>16,029,911</b>	<b>42,734,349</b>	<b>37,252,229</b>

### SPU - BC-SU-C410B - Shared Cost Projects

43000 - Water Fund	29,902,532	49,128,223	28,966,732	37,740,238
44010 - Drainage and Wastewater Fund	22,453,183	77,651,485	58,123,535	41,606,987
45010 - Solid Waste Fund	1,705,168	2,565,757	2,679,057	2,316,622
<b>Total for BSL: BC-SU-C410B</b>	<b>54,060,883</b>	<b>129,345,465</b>	<b>89,769,324</b>	<b>81,663,847</b>

### SPU - BC-SU-C510B - Technology

43000 - Water Fund	5,007,982	5,532,370	4,681,350	5,270,996
44010 - Drainage and Wastewater Fund	4,320,167	5,257,430	4,950,900	4,219,076
45010 - Solid Waste Fund	1,295,615	2,083,200	1,567,750	1,709,927
<b>Total for BSL: BC-SU-C510B</b>	<b>10,623,764</b>	<b>12,873,000</b>	<b>11,200,000</b>	<b>11,199,999</b>

### SPU - BO-SU-N000B - General Expense

00100 - General Fund	1,639,841	1,993,001	2,067,398	1,716,000
43000 - Water Fund	138,453,007	146,286,052	154,971,225	149,516,395
44010 - Drainage and Wastewater Fund	285,458,254	302,582,003	330,813,450	311,779,496
45010 - Solid Waste Fund	156,223,448	160,092,395	165,109,248	159,208,484
<b>Total for BSL: BO-SU-N000B</b>	<b>581,774,550</b>	<b>610,953,451</b>	<b>652,961,321</b>	<b>622,220,374</b>

### SPU - BO-SU-N100B - Leadership and Administration

43000 - Water Fund	52,627,752	55,965,391	57,340,042	66,670,502
44010 - Drainage and Wastewater Fund	45,880,492	54,649,633	56,184,068	63,379,098
45010 - Solid Waste Fund	18,396,167	19,497,166	19,670,615	22,159,431
<b>Total for BSL: BO-SU-N100B</b>	<b>116,904,411</b>	<b>130,112,190</b>	<b>133,194,725</b>	<b>152,209,031</b>

### SPU - BO-SU-N200B - Utility Service and Operations

00100 - General Fund	7,539,261	8,048,119	8,498,551	10,035,586
43000 - Water Fund	51,956,243	58,903,676	61,872,544	57,841,531
44010 - Drainage and Wastewater Fund	51,706,238	65,984,667	68,485,314	61,690,540
45010 - Solid Waste Fund	26,765,383	29,606,235	31,094,510	30,980,415

## Seattle Public Utilities

<b>Total for BSL: BO-SU-N200B</b>	<b>137,967,126</b>	<b>162,542,697</b>	<b>169,950,918</b>	<b>160,548,071</b>
<b>Department Total</b>	<b>1,010,921,228</b>	<b>1,263,838,211</b>	<b>1,396,116,263</b>	<b>1,351,389,482</b>
<b>Department Full-Time Equivalent Total*</b>	<b>1,398.55</b>	<b>1,414.55</b>	<b>1,421.55</b>	<b>1,433.30</b>

*\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### Budget Summary by Fund Seattle Public Utilities

	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2020</b>
	<b>Actuals</b>	<b>Adopted</b>	<b>Endorsed</b>	<b>Proposed</b>
00100 - General Fund	9,179,102	10,041,120	10,565,949	11,751,586
43000 - Water Fund	307,687,838	378,139,969	376,797,763	389,555,367
44010 - Drainage and Wastewater Fund	483,150,918	657,946,421	766,416,391	706,875,172
45010 - Solid Waste Fund	210,903,370	217,710,701	242,336,160	243,207,357
<b>Budget Totals for SPU</b>	<b>1,010,921,228</b>	<b>1,263,838,211</b>	<b>1,396,116,263</b>	<b>1,351,389,482</b>

# Seattle Public Utilities

## Revenue Overview

### 2020 Estimated Revenues

Account Code	Account Name	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
309010	Non-Operating Revenues	13,292,055	309,213	311,267	2,168,045
332020	Build America Bonds Subsidy Pa	1,997,961	1,983,904	2,080,414	2,080,414
334010	State Grants	21,951,342	15,747,358	15,993,658	6,115,000
343110	Retail Water Utility Services	198,116,724	198,315,776	205,027,737	205,027,737
343120	Wholesale Water Sales	70,048,004	57,286,901	58,814,953	58,814,953
343130	Other Utility Operating Rev	4,027,935	2,381,682	2,441,224	2,082,821
343350	Municipal Utility Services	9,632,820	9,707,088	10,035,622	10,035,622
343360	Tap Revenue	7,897,989	7,777,000	7,874,232	7,874,232
360350	Other Rents & Use Charges	623,924	631,132	646,910	656,000
360750	Misc Reimb Adj-Pers & Other	2,056,243	2,164,361	2,218,470	2,620,059
<b>Total Revenues for: 43000 - Water Fund</b>		<b>329,644,998</b>	<b>296,304,415</b>	<b>305,444,487</b>	<b>297,474,883</b>
400000	Use of/Contribution to Fund Balance	(21,957,160)	81,835,554	71,353,276	92,080,484
<b>Total Resources for:43000 - Water Fund</b>		<b>307,687,838</b>	<b>378,139,969</b>	<b>376,797,763</b>	<b>389,555,367</b>
332020	Build America Bonds Subsidy Pa	1,749,474	1,747,993	1,749,474	1,749,474
334010	State Grants	2,547,950	1,932,018	1,736,000	1,736,000
337010	Interlocal Grants	-	500,000	1,598,155	1,598,155
343130	Other Utility Operating Rev	8,737,068	426,607	2,451,359	2,451,359
343140	Wastewater Utility Services	276,598,271	273,069,847	315,295,715	313,051,221
343150	Drainage Utility Services	132,583,613	126,968,005	152,715,507	152,834,790
343160	Side Sewer Permit Fees	1,497,870	1,703,946	1,317,507	3,003,946
343180	Drainage Permit Fees	459,025	285,645	526,683	526,683
360750	Misc Reimb Adj-Pers & Other	2,335,964	1,702,341	2,243,481	2,243,481
379020	Capital Contributions	4,774,582	9,250,044	39,380,969	34,025,878
<b>Total Revenues for: 44010 - Drainage and Wastewater Fund</b>		<b>431,283,818</b>	<b>417,586,446</b>	<b>519,014,850</b>	<b>513,220,987</b>
400000	Use of/Contribution to Fund Balance	51,867,100	240,359,975	247,401,541	193,654,185
<b>Total Resources for:44010 - Drainage and Wastewater Fund</b>		<b>483,150,918</b>	<b>657,946,421</b>	<b>766,416,391</b>	<b>706,875,172</b>
309010	Non-Operating Revenues	-	25,154	628,383	861,924
334010	State Grants	356,605	750,000	750,000	100,000
343200	Solid Waste Utility Services	125,600,523	129,878,917	136,185,611	138,440,326
343210	Transfer Station Charges	72,961,273	70,392,913	77,123,341	78,984,187

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343280	Recycled Materials Rev	8,004,936	7,154,782	5,967,320	1,856,026
360750	Misc Reimb Adj-Pers & Other	1,995,765	1,702,341	2,149,221	2,556,155
<b>Total Revenues for: 45010 - Solid Waste Fund</b>		<b>208,919,102</b>	<b>209,904,106</b>	<b>222,803,876</b>	<b>222,798,618</b>
400000	Use of/Contribution to Fund Balance	1,984,268	7,806,595	19,532,284	20,408,739
<b>Total Resources for:45010 - Solid Waste Fund</b>		<b>210,903,370</b>	<b>217,710,701</b>	<b>242,336,160</b>	<b>243,207,357</b>
<b>Total SPU Resources</b>		<b>1,001,742,125</b>	<b>1,253,797,091</b>	<b>1,385,550,314</b>	<b>1,339,637,896</b>

## Seattle Public Utilities

### Appropriations by Budget Summary Level and Program

#### **SPU - BC-SU-C110B - Distribution**

The purpose of the Distribution Budget Summary Level, a Capital Improvement Program funded by water revenues, is to repair and upgrade the City's water lines, pump stations, and other facilities.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Distribution	21,589,637	36,177,685	35,328,077	34,136,663
<b>Total</b>	<b>21,589,637</b>	<b>36,177,685</b>	<b>35,328,077</b>	<b>34,136,663</b>
Full-time Equivalents Total*	79.00	79.00	79.00	79.00

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

#### **SPU - BC-SU-C120B - Transmission**

The purpose of the Transmission Budget Summary Level, a Capital Improvement Program funded by water revenues, is to repair and upgrade the City's large transmission pipelines that bring untreated water to the treatment facilities, and convey water from the treatment facilities to Seattle and its suburban wholesale customers' distribution systems.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Transmission	2,605,160	11,897,836	15,408,573	15,612,322
<b>Total</b>	<b>2,605,160</b>	<b>11,897,836</b>	<b>15,408,573</b>	<b>15,612,322</b>
Full-time Equivalents Total*	5.00	5.00	5.00	5.00

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#### **SPU - BC-SU-C130B - Watershed Stewardship**

The purpose of the Watershed Stewardship Budget Summary Level, a Capital Improvement Program funded by water revenues, is to implement projects associated with the natural land, forestry, and fishery resources within the Tolt, Cedar, and Lake Youngs watersheds.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Watershed Stewardship	302,851	1,192,633	173,878	1,289,569
<b>Total</b>	<b>302,851</b>	<b>1,192,633</b>	<b>173,878</b>	<b>1,289,569</b>
Full-time Equivalents Total*	8.00	8.00	8.00	8.00

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## Seattle Public Utilities

### **SPU - BC-SU-C140B - Water Quality & Treatment**

The purpose of the Water Quality & Treatment Budget Summary Level, a Capital Improvement Program funded by water revenues, is to design, construct, and repair water treatment facilities and remaining open-water reservoirs.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Water Quality & Treatment	1,076,427	1,660,000	8,830,000	9,525,000
<b>Total</b>	<b>1,076,427</b>	<b>1,660,000</b>	<b>8,830,000</b>	<b>9,525,000</b>
Full-time Equivalents Total*	14.00	14.00	14.00	14.00

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### **SPU - BC-SU-C150B - Water Resources**

The purpose of the Water Resources Budget Summary Level, a Capital Improvement Program funded by water revenues, is to repair and upgrade water transmission pipelines and promote residential and commercial water conservation.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Water Resources	2,788,762	8,372,108	7,271,497	8,464,008
<b>Total</b>	<b>2,788,762</b>	<b>8,372,108</b>	<b>7,271,497</b>	<b>8,464,008</b>
Full-time Equivalents Total*	12.00	12.00	12.00	12.00

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### **SPU - BC-SU-C160B - Habitat Conservation Program**

The purpose of the Habitat Conservation Budget Summary Level, a Capital Improvement Program funded by water revenues, is to manage projects directly related to the Cedar River Watershed Habitat Conservation Plan.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Habitat Conservation Program	1,377,485	3,023,995	1,953,846	3,488,143
<b>Total</b>	<b>1,377,485</b>	<b>3,023,995</b>	<b>1,953,846</b>	<b>3,488,143</b>
Full-time Equivalents Total*	15.00	15.00	15.00	15.00

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## Seattle Public Utilities

### **SPU - BC-SU-C230B - New Facilities**

The purpose of the New Facilities Budget Summary Level, a Capital Improvement Program funded by solid waste revenues, is to design and construct new facilities to enhance solid waste operations.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
New Facilities	6,266,584	3,540,947	21,894,979	18,442,478
<b>Total</b>	<b>6,266,584</b>	<b>3,540,947</b>	<b>21,894,979</b>	<b>18,442,478</b>
Full-time Equivalents Total*	9.00	9.00	9.00	9.00

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### **SPU - BC-SU-C240B - Rehabilitation & Heavy Equipment**

The purpose of the Rehabilitation and Heavy Equipment Budget Summary Level, a Capital Improvement Program funded by solid waste revenues, is to implement projects to repair and rehabilitate the City's solid waste transfer stations and improve management of the City's closed landfills and household hazardous waste sites.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Rehabilitation & Heavy Eqpt	251,006	325,000	320,000	8,390,000
<b>Total</b>	<b>251,006</b>	<b>325,000</b>	<b>320,000</b>	<b>8,390,000</b>

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### **SPU - BC-SU-C333B - Protection of Beneficial Uses**

The purpose of the Protection of Beneficial Uses Budget Summary Level, a Capital Improvement Program funded by drainage revenues, is to make improvements to the City's drainage system to reduce the harmful effects of storm water runoff on creeks and receiving waters by improving water quality and protecting or enhancing habitat.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Protection of Beneficial Uses	7,113,683	15,564,660	25,835,358	22,273,994
<b>Total</b>	<b>7,113,683</b>	<b>15,564,660</b>	<b>25,835,358</b>	<b>22,273,994</b>
Full-time Equivalents Total*	15.00	14.00	14.00	14.00

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## Seattle Public Utilities

### SPU - BC-SU-C350B - Sediments

The purpose of the Sediments Budget Summary Level, a Capital Improvement Program funded by drainage and wastewater revenues, is to restore and rehabilitate natural resources in or along Seattle's waterways.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Sediments	4,876,431	3,636,224	4,202,353	3,481,934
<b>Total</b>	<b>4,876,431</b>	<b>3,636,224</b>	<b>4,202,353</b>	<b>3,481,934</b>
Full-time Equivalents Total*	7.00	7.00	7.00	7.00

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### SPU - BC-SU-C360B - Combined Sewer Overflows

The purpose of the Combined Sewer Overflow (CSO) Budget Summary Level, a Capital Improvement Program funded by drainage and wastewater revenues, is to plan and construct large infrastructure systems, smaller retrofits, and green infrastructure for CSO Summary.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Combined Sewer Overflows	25,432,288	71,316,167	138,590,582	121,148,094
<b>Total</b>	<b>25,432,288</b>	<b>71,316,167</b>	<b>138,590,582</b>	<b>121,148,094</b>
Full-time Equivalents Total*	30.00	30.00	30.00	30.00

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### SPU - BC-SU-C370B - Rehabilitation

The purpose of the Rehabilitation Budget Summary Level, a Capital Improvement Program funded by drainage and wastewater revenues, is to rehabilitate or replace existing drainage and wastewater assets in kind, to maintain the current functionality of the system.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Rehabilitation	27,008,384	45,274,242	36,496,483	40,043,724
<b>Total</b>	<b>27,008,384</b>	<b>45,274,242</b>	<b>36,496,483</b>	<b>40,043,724</b>
Full-time Equivalents Total*	30.00	30.00	30.00	30.00

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## Seattle Public Utilities

### **SPU - BC-SU-C380B - Flooding, Sewer Backup & Landslide**

The purpose of the Flooding, Sewer Back-up, and Landslides Budget Summary Level, a Capital Improvement Program funded by drainage and wastewater revenues, is to plan, design and construct systems aimed at preventing or alleviating flooding and sewer backups in the City of Seattle, protecting public health, safety, and property. This program also protects SPU drainage and wastewater infrastructure from landslides, and makes drainage improvements where surface water generated from City rights-of-way contributes to landslides.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Flooding, Sewer Backup & Lndsl	8,901,797	16,029,911	42,734,349	37,252,229
<b>Total</b>	<b>8,901,797</b>	<b>16,029,911</b>	<b>42,734,349</b>	<b>37,252,229</b>
Full-time Equivalents Total*	25.00	25.00	25.00	25.00

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### **SPU - BC-SU-C410B - Shared Cost Projects**

The purpose of the Shared Cost Projects Budget Summary Level, which is a Capital Improvement Program, is to implement the Water, Drainage and Wastewater, and Solid Waste Utility's share of capital improvement projects that receive funding from multiple SPU funds.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Shared Cost Projects	54,060,883	129,345,465	89,769,324	81,663,847
<b>Total</b>	<b>54,060,883</b>	<b>129,345,465</b>	<b>89,769,324</b>	<b>81,663,847</b>
Full-time Equivalents Total*	95.00	95.00	95.00	95.00

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### **SPU - BC-SU-C510B - Technology**

The purpose of the Technology Budget Summary Level, a Capital Improvement Program, is to make use of technology to increase the Water, Drainage and Wastewater, and Solid Waste Utility's efficiency and productivity.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Technology	10,623,764	12,873,000	11,200,000	11,199,999
<b>Total</b>	<b>10,623,764</b>	<b>12,873,000</b>	<b>11,200,000</b>	<b>11,199,999</b>
Full-time Equivalents Total*	41.00	41.00	41.00	41.00

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## Seattle Public Utilities

### SPU - BO-SU-N000B - General Expense

The purpose of the General Expense Budget Summary Level is to provide for the Utility's general expenses such as debt service, taxes and major contracts.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Budget Reserves	-	4,891,654	8,332,924	8,039,526
Capital Purchases	94,676	225,082	229,583	234,175
Debt Service	166,494,702	179,931,914	199,496,319	179,932,891
Major Contracts	284,791,914	288,635,714	294,038,893	292,235,325
Taxes and Fees	130,393,257	137,269,086	150,863,602	141,778,458
<b>Total</b>	<b>581,774,550</b>	<b>610,953,451</b>	<b>652,961,321</b>	<b>622,220,374</b>

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The following information summarizes the programs in General Expense Budget Summary Level:

#### **Budget Reserves**

The purpose of the Budget Reserves Program is to appropriate funds to maintain a necessary working reserve for unanticipated expenditures that may develop during the fiscal year. These are important due to the utility need to plan revenue on a six-year horizon.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Budget Reserves	-	4,891,654	8,332,924	8,039,526

#### **Capital Purchases**

The purpose of the Capital Purchases Program is to provide appropriation for the utility to purchase equipment that cannot be purchased using bond proceeds.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Capital Purchases	94,676	225,082	229,583	234,175

#### **Debt Service**

The purpose of the Debt Service Program is to provide appropriation for new bond issuance costs as well as principal and interest payments on previously issued bonds and loans.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Debt Service	166,494,702	179,931,914	199,496,319	179,932,891

# Seattle Public Utilities

## Major Contracts

The purpose of the Major Contracts Program is to provide appropriation for large service contracts that SPU has with solid waste contractors and for water and wastewater treatment costs.

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Major Contracts	284,791,914	288,635,714	294,038,893	292,235,325

## Taxes and Fees

The purpose of the Taxes Program is to provide appropriation for payment of city and state taxes.

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Taxes and Fees	130,393,257	137,269,086	150,863,602	141,778,458

### **SPU - BO-SU-N100B - Leadership and Administration**

The purpose of the Leadership and Administration Budget Summary Level is to provide overall management and policy direction for Seattle Public Utilities and to provide core management and administrative services like finance, human resources, and facility management.

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Citywide Indirect Costs	61,306,514	60,458,559	59,244,798	62,288,719
Departmental Indirect Costs	63,180,667	80,487,925	84,542,640	97,268,012
Divisional Indirect Costs	1,530,056	1,275,796	1,451,280	1,492,703
Indirect Cost Recovery Offset	-	(22,909,895)	(23,958,240)	(20,878,653)
Paid Time Off Indirect Costs	7,292,540	5,048,724	5,197,854	5,656,400
Pooled Benefits Indirect Costs	(16,405,366)	5,751,082	6,716,392	6,381,850
<b>Total</b>	<b>116,904,411</b>	<b>130,112,190</b>	<b>133,194,725</b>	<b>152,209,031</b>
Full-time Equivalents Total*	109.35	108.35	108.35	116.60

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The following information summarizes the programs in Leadership and Administration Budget Summary Level:

### Citywide Indirect Costs

The purpose of the Citywide Indirect Costs program is to fund internal services costs originating from outside of the department such as allocated costs from the Department of Finance and Administrative Services and Seattle Information Technology Department.

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Citywide Indirect Costs	61,306,514	60,458,559	59,244,798	62,288,719

# Seattle Public Utilities

## Departmental Indirect Costs

The purpose of the Departmental Indirect Costs program is to fund costs associated with management of the department. This may include personnel costs related to department leadership and administration or other administrative costs such as external rent and operating supplies or services.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Departmental Indirect Costs	63,180,667	80,487,925	84,542,640	97,268,012
Full Time Equivalents Total	109.35	108.35	108.35	116.60

## Divisional Indirect Costs

The purpose of the Divisional Indirect Costs program is to fund administrative costs generated by sub-departmental units.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Divisional Indirect Costs	1,530,056	1,275,796	1,451,280	1,492,703

## Indirect Cost Recovery Offset

The purpose of the Indirect Cost Recovery Offset program is to reflect the adjustment to the Leadership and Administration BSL occurring as a result of the Utility's general and administrative overhead allocation.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Indirect Cost Recovery Offset	-	(22,909,895)	(23,958,240)	(20,878,653)

## Paid Time Off Indirect Costs

The purpose of the Paid Time Off program is to fund salary and benefit costs associated with City-provided leave benefits such as holiday pay, sick time, vacation time, executive leave or other leave benefits, including termination payouts for vacation and sick leave.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Paid Time Off Indirect Costs	7,292,540	5,048,724	5,197,854	5,656,400

## Pooled Benefits Indirect Costs

The purpose of the Pooled Benefits program is to fund department costs associated with health and dental insurance, workers compensation, and unemployment insurance contributions.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Pooled Benefits Indirect Costs	(16,405,366)	5,751,082	6,716,392	6,381,850

## Seattle Public Utilities

### SPU - BO-SU-N200B - Utility Service and Operations

The purpose of the Utility Service and Operations Budget Summary Level is to fund the direct delivery of essential Customer Service programs and the operating expenses for Pre-Capital Planning & Development, Project Delivery, Drainage and Wastewater, Solid Waste, Water and General Fund programs.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Customer Service	21,311,452	26,106,969	27,240,026	26,781,448
Drainage System	7,341,858	10,102,780	11,209,670	10,475,721
DWW Facilities & Equip	1,322,248	255,672	266,186	789,897
DWW System Operations	18,317,519	22,674,958	23,374,569	19,597,607
Emergency Response	296,702	2,087,079	2,213,981	2,147,041
Engineering	6,039,663	7,045,537	7,331,297	6,529,147
Pre-Capital Planning	3,129,376	4,127,267	4,727,643	4,271,378
Solid Waste Facilities & Equip	4,249,512	5,529,176	5,756,407	6,020,127
Solid Waste Operations	24,234,682	25,361,656	26,757,294	28,070,069
Wastewater System	11,733,085	15,626,505	15,108,382	13,861,807
Water Distribution System	11,803,593	15,908,943	16,699,704	14,252,581
Water Facilities & Equip	2,888,425	3,242,773	3,375,339	-
Water Facilities & Equipment	-	-	-	3,392,850
Water Supply & Transmsn System	6,019,954	5,710,257	6,058,546	5,991,810
Water System Operations	19,279,057	18,763,126	19,831,876	18,366,588
<b>Total</b>	<b>137,967,126</b>	<b>162,542,697</b>	<b>169,950,918</b>	<b>160,548,071</b>
Full-time Equivalents Total*	904.20	922.20	929.20	932.70

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The following information summarizes the programs in Utility Service and Operations Budget Summary Level:

#### **Customer Service**

The purpose of the Customer Service Program is to provide appropriation to manage and provide customer service support for the direct delivery of programs and services.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Customer Service	21,311,452	26,106,969	27,240,026	26,781,448
Full Time Equivalents Total	234.00	242.00	249.00	249.00

#### **Drainage System**

The purpose of the Drainage System Program is to provide appropriation for maintaining the drainage system, drainage conveyance, stormwater detention and green stormwater infrastructure.

## Seattle Public Utilities

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Drainage System	7,341,858	10,102,780	11,209,670	10,475,721

### DWW Facilities & Equip

The purpose of the DWW Facilities and Equipment Program is to provide appropriation for drainage and wastewater operating and decant facilities

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
DWW Facilities & Equip	1,322,248	255,672	266,186	789,897

### DWW System Operations

The purpose of the DWW System Operations Program is to provide appropriation for drainage and wastewater overall system planning, system modeling and analysis, source control, compliance and outreach and education.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
DWW System Operations	18,317,519	22,674,958	23,374,569	19,597,607

### Emergency Response

The Emergency Response Program provides appropriation to procure necessary equipment and provide maintenance and support services in case of emergencies.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Emergency Response	296,702	2,087,079	2,213,981	2,147,041

### Engineering

The purpose of the Engineering Program is to provide engineering design and support services, construction inspection, and project management services to capital improvement projects and to the managers of facilities.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Engineering	6,039,663	7,045,537	7,331,297	6,529,147
Full Time Equivalents Total	107.50	106.50	106.50	107.00

### Pre-Capital Planning

The purpose of the Pre-Capital Planning Program is to support business case development, project plans, and options analysis. This program will capture all costs associated with a project that need to be expensed during its life cycle, including any post-construction monitoring and landscape maintenance.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Pre-Capital Planning	3,129,376	4,127,267	4,727,643	4,271,378

# Seattle Public Utilities

## Solid Waste Facilities & Equip

The purpose of the Solid Waste Facilities & Equipment Program provides appropriation to maintain and support the solid waste facilities and landfills.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Solid Waste Facilities & Equip	4,249,512	5,529,176	5,756,407	6,020,127

## Solid Waste Operations

The purpose of the Solid Waste Operations Program provides appropriation for overall solid waste system planning, operations of the transfer stations, solid waste outreach and management of the Local Hazardous Waste Mitigation Program (LHWMP).

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Solid Waste Operations	24,234,682	25,361,656	26,757,294	28,070,069
Full Time Equivalents Total	85.56	88.56	88.56	91.56

## Wastewater System

The Wastewater System Program provides appropriation to maintain wastewater conveyance, pump stations and storage.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Wastewater System	11,733,085	15,626,505	15,108,382	13,861,807
Full Time Equivalents Total	225.05	233.05	233.05	233.05

## Water Distribution System

The Water Distribution System Program provides appropriation to maintain water distribution conveyance, pump stations and reservoirs.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Water Distribution System	11,803,593	15,908,943	16,699,704	14,252,581
Full Time Equivalents Total	120.09	120.09	120.09	120.09

## Water Facilities & Equip

The Water Distribution System Program provides appropriation to maintain water distribution conveyance, pump stations and reservoirs.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Water Facilities & Equip	2,888,425	3,242,773	3,375,339	-



## Seattle Public Utilities

### Water Facilities & Equipment

The Water Facilities & Equipment Program provides appropriation to maintain water storage facilities.

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Water Facilities & Equipment	-	-	-	3,392,850

### Water Supply & Transmssn System

The Water Supply and Transmission System Program provides appropriation to operate and maintain the water pipelines, reservoirs and water sheds.

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Water Supply & Transmssn System	6,019,954	5,710,257	6,058,546	5,991,810

### Water System Operations

The Water System Operations Program provides appropriation to plan and monitor the overall water system and water quality lab, and includes the work for the Cedar River Habitat conservation.

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Water System Operations	19,279,057	18,763,126	19,831,876	18,366,588
Full Time Equivalents Total	132.00	132.00	132.00	132.00



# Seattle Department of Transportation

Sam Zimbabwe, Director

(206) 684-5000

<http://www.seattle.gov/transportation>

## Department Overview

The Seattle Department of Transportation (SDOT) develops, maintains, and operates a transportation system that promotes the safe and efficient mobility of people and goods, and enhances the quality of life, environment, and economy of Seattle and the surrounding region. The City's transportation infrastructure is estimated to be worth approximately \$20 billion, including:

- 1,548 lane-miles of arterial streets;
- 2,396 lane-miles of non-arterial streets;
- 2,293 miles of sidewalks;
- 124 bridges;
- 502 stairways;
- 613 retaining walls;
- 22 miles of seawalls;
- 267 traffic cameras;
- 1,085 signalized intersections;
- 361 miles of on-street bicycle facilities;
- 41,000 street trees;
- 1,581 pay stations;
- 31,319 curb ramps;
- more than 191,000 signs

The SDOT budget covers three major lines of business:

The **Transportation Capital Improvement Program** includes the major maintenance and replacement of SDOT's capital assets; the program also develops and constructs additions to the City's transportation infrastructure. The program includes the Major Maintenance/Replacement, Major Projects, and Mobility-Capital Budget Summary Levels (BSLs).

**Operations and Maintenance** covers day-to-day operations and routine maintenance that keep people and goods moving throughout the city, which includes operating the city's movable bridges and traffic signals, cleaning streets, repairing potholes, issuing permits, maintaining trees, and transportation planning and engineering. The four BSLs in this area are: Bridges and Structures; Maintenance Operations; Mobility-Operations; and Right-of-Way Management.

**Business Management and Support** provides overall policy direction and business support for SDOT and includes the Leadership and Administration and General Expense BSLs.

## Seattle Department of Transportation

### Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
General Fund Support	43,377,214	43,193,043	44,337,400	45,877,133
Other Funding - Operating	199,229,878	245,353,073	247,064,152	275,381,322
<b>Total Operations</b>	<b>242,607,092</b>	<b>288,546,116</b>	<b>291,401,552</b>	<b>321,258,455</b>
<b>Capital Support</b>				
General Fund Support	37,083	-	-	-
Other Funding - Capital	221,468,862	345,469,150	406,275,283	404,625,733
<b>Total Capital</b>	<b>221,505,945</b>	<b>345,469,150</b>	<b>406,275,283</b>	<b>404,625,733</b>
<b>Total Appropriations</b>	<b>464,113,037</b>	<b>634,015,266</b>	<b>697,676,835</b>	<b>725,884,188</b>

Full-Time Equivalents Total*	918.50	931.50	931.50	957.00
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### Budget Overview

The City of Seattle is one of the fastest growing cities in the United States. While this growth provides great opportunities for economic development, it also places significant pressure on the transportation system. Within this context of growth and increasing density the 2020 Proposed Budget builds on the 2019 Adopted Budget with continued support for investments that enhance safe environments for walking, biking, riding transit, driving and moving freight based on geographic equity and community need. In addition, the proposed budget adjusts staffing to better maintain levels of service, leverage investments in improved customer service and help deliver key projects. All budget investments are intended to further integrate SDOT's master plans and continue to implement a comprehensive Move Seattle strategy that maintains and expands the City's transportation infrastructure. All investments are prioritized based on safety, need, regulatory requirements and policies established by the City.

For 2020, resources are focused in the areas below:

- delivering on voter commitments - STBD and Move Seattle Levy;
- enhancing safety and accessibility;
- engaging in effective management of the public right-of-way (ROW); and
- addressing emerging issues

**Delivering on voter commitments- STBD and Move Seattle Levy** The 2020 Proposed Budget invests the remaining Seattle Transportation Benefit District (STBD) Proposition One revenues by adding 25,000 Metro transit service hours in March 2020 and continues funding for first/last mile transit service. These investments will support and increase mobility in areas where there are service gaps. The proposed budget also adds almost \$5 million to STBD's capital improvement program to fund items such as new bus shelter pads and benches, transit-only lanes, queue jumps and other spot improvements. Using different modes of transit should help reduce single occupancy vehicle trips thus addressing a major contributor to traffic congestion. Funding in the proposed budget continues to promote affordability and accessibility of transportation options through the ORCA Opportunity program, which provides bus passes to students. The STBD Proposition One measure will expire at the end of 2020.

## Seattle Department of Transportation

The 2020 Proposed Budget continues to support the Move Seattle Levy plan by including capital project staffing support, sidewalk and ADA improvements, bridge rehabilitation, and school zone safety enhancements. Construction funding for significant capital projects include the Fairview and Northgate Bridges, and the Delridge Way SW – RapidRide H Line multimodal corridor. 2019 is a critical year for the Levy as SDOT delivers Move Seattle projects and improvements, including the S. Lander Bridge and targeting 6 Vision Zero corridors, 25-32 Safe Routes to School projects, 6 miles each of protected bike lanes and neighborhood greenways, and 29 arterial lane miles re-paved.

The table below summarizes the Move Seattle Levy capital and operations investments in the proposed budget.

<b><u>Move Seattle Category (Levy Fund only)</u></b>	<b><u>2019 Adopted</u></b>	<b><u>2020 Proposed</u></b>	<b><u>Original Total 9- year Levy</u></b>	<b><u>November 2018 Levy Workplan Update 9-year Levy</u></b>
<b>Safe Routes</b>	<b>\$26,768,737</b>	<b>\$30,018,257</b>	<b>\$207,000,000</b>	<b>\$206,047,002</b>
Vision Zero	\$9,539,877	\$4,830,188	\$71,000,000	\$70,881,807
Pedestrian and Bike Safety	\$14,055,979	\$21,838,068	\$110,000,000	\$108,909,724
Neighborhood Projects	\$3,172,881	\$3,350,001	\$26,000,000	\$26,255,471
<b>Maintenance and Repair</b>	<b>\$65,923,361</b>	<b>\$71,225,917</b>	<b>\$420,000,000</b>	<b>\$420,445,711</b>
Maintain Streets	\$36,775,405	\$38,051,074	\$250,000,000	\$250,571,854
Bridges and Structures	\$25,772,480	\$30,392,988	\$140,000,000	\$139,929,330
Urban Forestry and Drainage	\$3,375,476	\$2,781,855	\$30,000,000	\$29,944,527
<b>Congestion Relief</b>	<b>\$55,089,929</b>	<b>\$30,682,288</b>	<b>\$303,000,000</b>	<b>\$303,507,287</b>
Corridor Mobility Improvements	\$28,056,800	\$16,101,383	\$169,000,000	\$168,407,172
Light Rail Partnership Improvements	\$7,142,873	\$2,912,645	\$27,000,000	\$27,000,239
Pedestrian and Bike Improvements	\$11,449,770	\$8,887,540	\$68,000,000	\$69,630,458
Freight Mobility Improvements	\$8,440,489	\$2,780,720	\$39,000,000	\$38,469,418
<b>Grand Total</b>	<b>\$147,782,028</b>	<b>\$131,926,462</b>	<b>\$930,000,000</b>	<b>\$930,000,000</b>

**Enhancing Safety and Accessibility** The proposed budget includes several items that improve pedestrian and bike safety under the Vision Zero program and the Safe Routes to School program. The use of \$16.7 million in one-time revenues from the sale of surplus property in South Lake Union (known as the Mercer Megablock) will be used to support Vision Zero projects that enhance pedestrian and bicycle safety. In addition, the budget includes new school safety cameras at 2-3 locations in the fall of 2020 and funds a variety of additional school safety improvements. School safety cameras have a convincing track record of changing behavior (the longer a camera is in place, the better compliance is with posted school zone speed limits). Lastly, in order to meet our requirements for ADA curb ramps, additional funding is provided for curb ramp construction and staffing for inspections to ensure the ramps are code compliant.

**Engaging in effective management of the public right-of-way (ROW)** The City's investment in paid parking technology provides a wealth of data that supports management of the right of way and maintaining parking space availability. The 2020 Proposed Budget implements a number of improvements to meet this goal – including updating commercial

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vehicle load zone permit fees and meter hooding fees. This action also improves service delivery at the Traffic Permit Counter and in the Commercial Vehicle Enforcement program by adding additional staffing resources that are backed by permit fee revenue. One position is added to the Traffic Permit Counter to improve processing times of permits and respond to customer inquiries. A second position is added to the Commercial Vehicle Enforcement program to more effectively address commercial vehicle-related mobility issues in increasingly congested areas of the city, including Downtown and Pioneer Square.

SDOT continues to work with Seattle IT on a number of key collaborative efforts, including service delivery and new enterprise-wide permitting and mobility technology initiatives. The 2020 Proposed Budget includes funding for the department to develop a comprehensive and consolidated IT strategic plan for both emerging transportation technology and operational technology. Additional funding will support Hansen Permit Data Archiving to allow for closing out existing permits, examining prior conditions and collecting a permit history for future development.

**Addressing Emerging Needs** The Northlake Avenue retaining wall at the north end of Lake Union is deteriorating. A multi-year major investment is needed to replace the worn structure with something that will better suit the needs of local businesses and the public. This budget funds a modest effort to begin design on this project. As part of the capital monitoring and oversight process, this project will be used as a pilot for a new “partial funding” approach being developed by the Project Delivery Executive Committee, a subgroup of the Capital Subcabinet.

### Transportation Revenues

The 2020 Proposed Budget uses several funding sources and increased revenues to support transportation needs. Sources include federal, state and local grants; bonds; Move Seattle Levy proceeds; commercial parking tax; vehicle license fees; fees for service; real estate excise taxes; street vacation fees; gas tax; multimodal funds, property sale proceeds; school zone camera tickets; red light camera tickets; sales tax; and an annual allocation from the City's General Fund.

Commercial parking tax revenues have been adjusted downward to reflect recent and forecast growth in this revenue stream. These revenues are leveraged to back bond financing of both Seawall/Waterfront program items and general transportation needs. Continued investments of Real Estate Excise Tax (REET) support SDOT's Capital Improvement Program (CIP), allowing for increased funding in 2020 for infrastructure maintenance, preservation and expansion primarily focused on the Central Waterfront and general transportation projects including ADA curb ramps.

The 2020 Proposed Budget includes a portion of the sale of property in South Lake Union commonly known as the Mercer Properties (Megablock). Of the total anticipated proceeds from the sale, \$54.7 million has been identified as available for SDOT use. This funding is proposed to be allocated across six categories in 2020-2023:

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## Mercer Megablock Property Proceeds

Category	Amount (\$ in millions)	Description of Use of Funds
Mercer West Construction Loan Repayment	\$12.2	This amount will allow repayment of the Interfund Loan.
SLU Streetcar Operating Loan Repayment	\$3.6	This amount will allow repayment of the Interfund Loan.
Center City Connector Streetcar Capital Loan Repayment	\$9.0	This amount will allow SDOT to repay an interfund loan authorized in 2019 for Center City Streetcar planning and engineering design work.
Commercial Parking Tax Revenues Offset	\$9.2	This allocation of Mercer Megablock proceeds will allow SDOT to offset a shortfall in CPT revenue.
<u>SDOT Vision Zero Priorities:</u> <ul style="list-style-type: none"> <li>• PMP - Crossings \$1.7</li> <li>• NE 43rd St Improvements \$0.65</li> <li>• BMP - Greenways \$2</li> <li>• Highland Park Roundabout (Rename to HPW Safety Project) \$3.5</li> <li>• BMP – Protected Bike Lane \$8.35</li> <li>• PMP – Crossings \$0.5</li> </ul>	\$16.7	SDOT will use these funds to support new Vision Zero capital projects, including Bicycle Master Plan and Pedestrian Master Plan implementation projects. Funding will be spread over 2020-2023 based on planned project construction dates. The 2020 Proposed Budget allocates \$1.8 million.
Transaction Costs	\$4.0	Of the total transaction costs related to the sale of the Mercer Megablock property, \$4 million will be charged to SDOT.

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## Incremental Budget Changes

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	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>697,676,835</b>	<b>931.50</b>
<b>Baseline</b>		
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	5,758,641	-
2020 State Paid Family Medical Leave Increase Base Budget	128,004	-
2020 SDOT Baseline CIP Adjustment	(5,973,774)	-
2020 Waterfront Baseline CIP Adjustment	(14,483,200)	-
<b>Proposed Operating</b>		
STBD 2020 O&M Adjustment	7,077,780	-
Mercer Megablock Property Proceeds - Operating	7,600,000	-
SDOT Emerging Technology and IT Strategic Plan	125,000	-
Seattle Department of Transportation Permitting Archives	235,686	-
Increase Seattle IT Allocation to Fund Accela Support	275,042	-
Positions to Support Continuing Operations	218,266	23.50
Commercial Vehicle Loading Zone Program Upgrade	210,000	-
Commercial Vehicle Enforcement Program and Traffic Permit Counter	425,729	2.00
<b>Proposed Capital</b>		
Megablock Property Proceeds - Capital	1,800,001	-
STBD 2020 CIP Adjustment	4,958,462	-
Northgate Bridge and Cycle Track	1,000,000	-
SDOT ADA Program	2,067,645	-
Northlake Retaining Wall	2,000,000	-
School Safety Traffic and Pedestrian Improvement	1,250,001	-
<b>Proposed Technical</b>		
South Lake Union Streetcar Operations	928,002	-
First Hill Streetcar Operations	1,132,362	-
REET Debt Service Project Alignment Correction	-	-
Debt Service Technical Adjustments	(1,881,573)	-
O&M Technical Adjustments	(2,471,235)	-
CIP Technical Adjustments	5,225,129	-
Reimbursable Technical Adjustments	801,793	-
Street Use Technical Adjustments	1,690,017	-
Reimbursable CWF transfer to new BSL	8,109,575	-



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Total Incremental Changes	\$28,207,353	25.50
Total 2020 Proposed Budget	\$725,884,188	957.00

## Description of Incremental Budget Changes

### Baseline

#### **2020 Coalition and Non-Rep Annual Wage Increase Base Budget**

Expenditures \$5,758,641

This centrally administered change adjusts appropriations to reflect the Annual Wage Increase, as outlined in the tentative agreement between the City and the Coalition of Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor. Of the total adjustment for 2020, about \$885,000 is from the General Fund, and the remainder is from other transportation-related funds.

#### **2020 State Paid Family Medical Leave Increase Base Budget**

Expenditures \$128,004

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the tentative agreement with the Coalition of Unions moves a portion of the cost responsibility to the employee, with the City paying the remainder. This item increases appropriations to account for the City's obligation for all employees.

#### **2020 SDOT Baseline CIP Adjustment**

Expenditures \$(5,973,774)

This technical CIP adjustment applies Council changes made during 2019 to the "out years" (2020-2024) of the CIP projects. This change reestablishes the budget from which the 2020-2025 Proposed CIP incremental changes are applied.

#### **2020 Waterfront Baseline CIP Adjustment**

Expenditures \$(14,483,200)

This technical CIP adjustments applies Council changes made during 2019 to the "out years" (2020-2024) of the CIP projects. This change reestablishes the budget from which the 2020-2025 Proposed CIP incremental changes are applied.

### Proposed Operating

#### **STBD 2020 O&M Adjustment**

Expenditures \$7,077,780

This one-time increase is for the City's purchase of Seattle Transportation Benefit District (STBD) transit services provided by King County Metro. The increased appropriation will fund 25,000 additional transit service hours in March 2020 (\$2.6 million), First Mile-Last Mile Service (\$4 million), and budget to adjust for 2019 actual transit service costs that were higher than anticipated (\$1.3 million). In addition, partnership service costs are decreasing

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by \$867,000; however, service levels will remain constant. The fund source is the Transportation Benefit District Fund (vehicle license fees and sales tax).

### **Mercer Megablock Property Proceeds - Operating**

Expenditures \$7,600,000

This action programs a portion of the anticipated proceeds from the sale of the City's "Mercer Megablock" property in South Lake Union for transportation projects and programs administered by SDOT. Of the total anticipated proceeds from the sale, \$54.7 million has been identified as available for SDOT use. This funding is proposed to be allocated across six categories in 2020-2023:

### **SDOT Emerging Technology and IT Strategic Plan**

Expenditures \$125,000

The 2020 Proposed Budget includes \$125,000 from internal overhead to complete a comprehensive transportation technology strategic plan, approved in a prior budget, that addresses all facets of SDOT technology including the technology infrastructure necessary to support emerging transportation systems and services; technology to expand and improve transportation operations such as traffic management and navigation; and operational technology for maintenance/operations and critical business functions. The Transportation Technology Plan (TTP) will be used to improve the safety, efficiency, cost effectiveness and end-user experience of travel in the city.

Emerging Transportation technology Systems and Services include items such as autonomous vehicles (AV), intelligent transportation systems (ITS), pay-by-plate parking systems, navigation systems, ride-share services, incident response/congestion management applications and much more. To implement and support these systems, SDOT must also have the technology for daily maintenance and operations (M&O), business services (Financial, Purchasing/Contracting, Human Resources, etc.). The development of a comprehensive transportation technology plan is needed to ensure that City technology investments are identified and implemented proactively to improve efficiency, reduce costs, and ensure proper prioritization and sequencing.

### **Seattle Department of Transportation Permitting Archives**

Expenditures \$235,686

The State of Washington requires that the City keep permit records for 6 to 10 years. This item, funded by Street Use fees, will create an archive of the SDOT's current legacy permitting system (Hansen), which is at the end of its life and is being replaced by Accela. This project has two parts: Part 1 will migrate active records to Accela; Part 2 will develop a user-friendly mechanism to enable the business to readily store and search historical data that does not get converted into Accela (closed, inactive records). Enabling access to legacy data will allow the business to more readily research claims and other questions related to historical permit data.

### **Increase Seattle IT Allocation to Fund Accela Support**

Expenditures \$275,042

Seattle IT added FTE to support the Permitting System Integration (PSI) body of work, related to the Accela permitting platform. This item adds \$275,042 in expenditure authority from the Transportation Fund to cover SDOT's allocation of expenditures for this effort. See Seattle Information Technology Department's budget book pages for more detail on the Increase Staff Support for Accela Program item.

### **Positions to Support Continuing Operations**

Expenditures \$218,266

Position Allocation 23.50

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This action maintains staffing capacity within SDOT to continue to provide basic services and voter-approved projects and programs delivered throughout the department by converting 19 Term-Limited Assignment (TLA) and Temporary Employment Services (TES) positions to regular, ongoing FTE and by adding 4.5 new FTE. No additional budget appropriation authority or revenues are needed for the 19 existing positions, as the costs and funding for these positions is already built into SDOT's 2020 Endorsed Budget. These positions support and perform essential services necessary to fulfill SDOT's mission and commitments to the community. All 19 TLA and TES positions will expire during 2020; conversion at the start of 2020 will help retain experienced and knowledgeable staff and ensure seamless delivery of services. Funding for the two (2) ADA curb ramp inspectors mentioned previously are included in this item. The remaining 1.5 positions are primarily revenue-backed. Any requested funding will be covered by a combination of permit fees and reimbursements from state agencies.

## Commercial Vehicle Loading Zone Program Upgrade

Expenditures \$210,000

This action adjusts Commercial Vehicle Load Zone (CVLZ) permit fees to modernize the CVLZ system and improve curb space management in support of more efficient urban goods delivery. The fee will be raised from \$195 to \$250 (+\$55). This growing industry is critical to Seattle's continued economic vitality but faces increasing pressures from congestion and limited loading options. Without better CVLZ management, vehicles will continue to skip deliveries to return later or double-park, adding to congestion and business financial costs. Accompanying legislation adjusts the CVLZ permit fee. General Fund will cover payment program additions and upgrades, system set-up, ensuing credit card fees, and customer outreach.

## Commercial Vehicle Enforcement Program and Traffic Permit Counter

Expenditures \$425,729

Position Allocation 2.00

This item adds \$425,729 and 2.0 FTE to improve SDOT service levels at the Traffic Permit Counter and in the Commercial Vehicle Enforcement program. One position is added to the Traffic Permit Counter to improve processing times of permits and respond to customer inquiries. A second position is added to the Commercial Vehicle Enforcement program to more effectively address commercial vehicle-related mobility issues in increasingly congested areas of the city, including Downtown and Pioneer Square. In addition, a modest increase in Temporary No Parking fees (also known as meter hooding) of \$2 (8%-13% increase) is made to reflect current administrative program costs. General Fund, permit fees, and a reduction in costs related to contracted work at the permit counter are used to pay for the staffing as well as one-time costs such as protective equipment and vehicles.

## Proposed Capital

### Megablock Property Proceeds - Capital

Expenditures \$1,800,001

The proposed budget funds investments of \$16.7 million to support new Vision Zero capital projects, supplement existing projects, and increase spot safety projects, including bicycle and pedestrian projects over four years. The proposed 2020 budget funding amount is \$1.8 million. The Vision Zero projects were selected based on the priorities in the Bike Master Plan, the Pedestrian Master Plan and the Safe Routes to School Action Plan. These documents contain strong equity components, driving capital investments toward neighborhoods that are historically disadvantaged. The funding source for this item is Mercer Megablock proceeds.

### STBD 2020 CIP Adjustment

Expenditures \$4,958,462

This one-time item increases funding to build additional capital projects that enhance transit speed, reliability, access and safety. Projects funded in 2020 include bus stop shelter footings and benches, transit-only lane markings

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(red lane treatment), queue jumps, and spot improvements. The fund source is the Transportation Benefit District Fund (vehicle license fees and sales tax).

## Northgate Bridge and Cycle Track

Expenditures \$1,000,000

This item increases Move Seattle Levy funding for the construction of the Northgate Pedestrian and Bicycle Bridge by \$1 million in 2020 and increases total project costs by \$11.6 million. Funding for this project is coming from Bridge Rehabilitation and savings from the S Lander project. The project will construct pedestrian and bicycle improvements to enhance access to the Sound Transit Link Light Rail station under construction in Northgate; improvements include a pedestrian and bike bridge over I-5 and a protected bike lane and multi-use path along 1st Avenue NE. The existing transit center currently serves over 6,000 passengers daily, and the future light rail station is expected to serve over 15,000 passengers per day.

The completed project will improve connections between the east and west sides of the Northgate community, helping to knit together a neighborhood historically divided by a 10-lane interstate. The new bridge will span roughly 1,900 feet, landing at North Seattle College on the west side and at the future light rail station on the east side.

## SDOT ADA Program

Expenditures \$2,067,645

The 2020 Proposed Budget adds \$7.22 million to fund the installation of an additional 273 curb ramps in 2020. Funding includes \$5.1 million of capital project savings and \$2.1 million in School Safety Traffic and Pedestrian Improvement (SSTPI). These investments allow the City to meet the annual ADA curb ramp requirement per the Reynoldson Consent Decree. Per the Consent Decree, a minimum of 1,250 ADA-compliant curb ramp improvements or remediations are required to be constructed in the city every calendar year. Ramps above 1,250, and up to 625, can be deposited into a "credit bank" and applied to future years. The proposed budget also provides two new, full time FTE's for inspection positions to support the ADA program to ensure ramps are constructed correctly. Timely curb ramp inspection due to staffing limitations has been one of the biggest challenges to counting ramps towards yearly deliverables.

## Northlake Retaining Wall

Expenditures \$2,000,000

This item creates a new CIP project to fund the design of a replacement for the Northlake Retaining Wall (location: <https://www.google.com/maps/@47.6480779,-122.3437823,19.22z?hl=en>) to the 30% design level. This critical structure is a 452-foot-long lake front timber structure constructed in 1951 and is located along the north shoreline of Lake Union adjacent to North Northlake Way. The wall currently shows signs of advanced deterioration, overstress, and some sections of structural failure. The current calculated capacity/demand ratio is 0.1 where 1.0 represents stability. This presents a significant risk to public safety given the right-of-way supported by the wall, the private structures directly offshore and adjacent to the wall, and the close proximity (immediately adjacent and up to 50 feet onshore) of overhead power lines and subsurface gas, sewer, drainage and water utility infrastructure.

## School Safety Traffic and Pedestrian Improvement

Expenditures \$1,250,001

The 2020 proposed budget funds pedestrian safety and accessibility projects in school zones through 2024 via School Safety Traffic and Pedestrian Improvement Fund (SSTPI). Safe Routes to School is an integral part of the City's commitment to Vision Zero, the plan to end traffic deaths and serious injuries by 2030. The program uses a combination of strategies, including engineering, encouragement, and education to reach the goal of increased safe walking for all of Seattle's Public School students. The engineering toolkit includes projects like curb bulbs, curb ramps, raised crosswalks, crossing beacons, and pedestrian signals; sidewalks; school zone signage, 20mph flashing

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beacons, speed humps, lane reduction/lane narrowing, and street trees; for example. The program will construct as many of these types of projects as possible with this funding, including the installation of an additional 3-5 school zone cameras, and citation-related staffing.

## Proposed Technical

### **South Lake Union Streetcar Operations**

Expenditures	\$928,002
Revenues	\$1,506,763

This ongoing item increases the operating budget for the South Lake Union Streetcar. Several budget assumptions have changed since the 2020 Endorsed Budget: King County Metro has agreed to contribute \$1.5 million annually for streetcar operations through 2024, projected operating revenues have decreased by \$335,000, operating expenses have increased by \$37,000, and accounting practices have changed between the City and King County, which operates the streetcar. As a result of these changed accounting practices, the proposed budget includes revenues received from the ORCA fare payment system; in the past, these revenues were not included in SDOT's budget. Of the \$928,000 expenditure increase, \$37,000 is due to increased operating costs and the remaining \$891,000 is due to accounting practice changes. This item also reduces the CPT transfer to SLU to reflect the increased contribution from King County. The fund source for this increase is King County Metro funds.

### **First Hill Streetcar Operations**

Expenditures	\$1,132,362
Revenues	\$641,845

This ongoing item increases the operating budget for the First Hill Streetcar. Several budget assumptions have changed since the 2020 Endorsed Budget: projected operating revenues have decreased by \$491,000 and accounting practices have changed between the City and King County, which operates the streetcar. As a result of these changed accounting practices, the proposed budget included revenues from the ORCA fare payment system; in the past, these revenues were not included in SDOT's budget. The proposed budget does not anticipate any increased operating expenses. The fund sources for the increase are operating revenues (\$860,000) and Commercial Parking Tax 10% (\$272,000).

### **REET Debt Service Project Alignment Correction**

Expenditures	-
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This change request corrects the allocation of REET II funds for debt service payments in the 2019-2024 CIP between projects, from Debt Service - REET I (MO-TR-D003) to Debt Service - REET II (MO-TR-D006). This reflects the project structure in PeopleSoft 9.2 and will help prevent reporting discrepancies moving forwards.

### **Debt Service Technical Adjustments**

Expenditures	\$(1,881,573)
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This is a technical adjustment for debt service based on funding swaps, updated financing cost assumptions, and changes in annual LTGO bond needs based on current project spend plans.

### **O&M Technical Adjustments**

Expenditures	\$(2,471,235)
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This technical adjustment action updates 2020 proposed budget amounts by \$2,47 million to reflect Citywide technical adjustments made in the baseline phase, changes to internal services costs, including the Department of Finance & Administrative Services rates, Information Technology rates and Human Resources rates, health care,

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retirement and industrial insurance charges for the department. This adjustment also includes a transfer of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City's efforts to improve investigative processes and practices across City departments.

## CIP Technical Adjustments

Expenditures \$5,225,129

This technical adjustment includes several projects with capital savings that have transferred funds to support upcoming projects and those with scope or schedule adjustments. Key work includes street paving and resurfacing; building new sidewalks and curb ramps; school safety improvements; implementation of the Bike, Pedestrian, and Transit Master Plans; investments to facilitate freight mobility; traffic cameras and signals; bridge projects such as bridge replacement, maintenance, and seismic retrofitting; and support for the Seawall and Waterfront Program.

## Reimbursable Technical Adjustments

Expenditures \$801,793

This technical adjustment updates the 2020 proposed budget amounts for estimated reimbursable work by \$801,792 to account for anticipated increases in reimbursable work that SDOT will be undertaking.

## Street Use Technical Adjustments

Expenditures \$1,690,017

This one-time adjustment aligns the 2020 Proposed Budget with anticipated expenditures in SDOT's Street Use program. Funds will be used to support increased costs for temporary labor (\$388,000), training, fees, printing and other services (\$569,000), downtown mobility staffing (\$439,000), urban design work (\$169,000), and various budget reallocations. The fund source is street use fees within SDOT's Transportation Fund.

## Reimbursable CWF transfer to new BSL

Expenditures \$8,109,575

This action adds reimbursable appropriation authority to a new BSL for the Central Waterfront program (created in change request OWF-904). This appropriation was previously made within the Bridges and Structures BSL. The change request also reflects a reduction from this BSL. It increases the reimbursable authority by \$8,109,575, to \$41,500,000. This accounts for updated cashflow and additional reimbursable work above what was budgeted in the 2020 Endorsed budget.

The \$41.5M is for the following reimbursable work: Seattle Parks (\$12,000,000), Office of Arts and Culture (\$250,000), SCL (\$15,000,000), Washington State Ferries/SCL (\$1,500,000), SPU (\$10,000,000) and Telecom (\$2,750,000).

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## Expenditure Overview

Appropriations	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>SDOT - BC-TR-16000 - Central Waterfront</b>				
13000 - Transportation Fund	-	-	-	71,160,854
35040 - Waterfront LID #6751	-	-	-	7,008,000
35900 - Central Waterfront Improvement Fund	-	-	-	7,455,221
36700 - 2020 Multipurpose LTGO Bond Fund	-	-	-	10,779,000
36710 - 2020 LTGO Taxable Bond Fund	-	-	-	1,725,000
<b>Total for BSL: BC-TR-16000</b>	-	-	-	<b>98,128,075</b>
<b>SDOT - BC-TR-19001 - Major Maintenance/Replacement</b>				
00164 - Unrestricted Cumulative Reserve Fund	238,894	-	-	-
10394 - Bridging The Gap Levy Fund	128,712	-	-	-
10398 - Move Seattle Levy Fund	32,669,687	64,242,926	53,221,901	76,924,725
13000 - Transportation Fund	11,483,508	25,042,837	20,001,000	18,744,231
18500 - School Safety Traffic and Pedestrian Improvement Fund	-	2,000,000	-	-
19900 - Transportation Benefit District Fund	1,411,165	770,000	789,000	794,431
30010 - REET I Capital Fund	3,131,368	607,719	-	-
30020 - REET II Capital Fund	5,954,516	9,029,000	8,672,000	8,672,002
36200 - 2015 Multipurpose LTGO Bond Fund	39,230	-	-	-
36400 - 2017 Multipurpose LTGO Bond Fund	361,552	-	-	-
36500 - 2018 Multipurpose LTGO Bond Fund	-	-	-	2,000,000
<b>Total for BSL: BC-TR-19001</b>	<b>55,418,631</b>	<b>101,692,482</b>	<b>82,683,901</b>	<b>107,135,389</b>
<b>SDOT - BC-TR-19002 - Major Projects</b>				
00164 - Unrestricted Cumulative Reserve Fund	1,300,000	-	-	-
13000 - Transportation Fund	19,199,780	32,521,793	73,688,854	109,328
30020 - REET II Capital Fund	2,360,846	-	-	-
35040 - Waterfront LID #6751	-	-	18,691,200	-
35900 - Central Waterfront Improvement Fund	517,066	5,040,000	10,455,221	-
36200 - 2015 Multipurpose LTGO Bond Fund	200,737	-	-	-
36300 - 2016 Multipurpose LTGO Bond Fund	4,308,679	-	-	-

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36400 - 2017 Multipurpose LTGO Bond Fund	1,780,984	-	-	-
36410 - 2017 LTGO Taxable Bond Fund	59	-	-	-
36500 - 2018 Multipurpose LTGO Bond Fund	6,399,956	-	-	-
36510 - 2018 LTGO Taxable Bond Fund	1,302,197	-	-	-
36600 - 2019 Multipurpose LTGO Bond Fund	-	20,191,924	-	-
36610 - 2019 LTGO Taxable Bond Fund	-	1,000,000	-	-
36700 - 2020 Multipurpose LTGO Bond Fund	-	-	10,779,000	-
36710 - 2020 LTGO Taxable Bond Fund	-	-	1,725,000	-
<b>Total for BSL: BC-TR-19002</b>	<b>37,370,305</b>	<b>58,753,717</b>	<b>115,339,275</b>	<b>109,328</b>

### SDOT - BC-TR-19003 - Mobility-Capital

00100 - General Fund	37,083	-	-	-
00164 - Unrestricted Cumulative Reserve Fund	104,574	94,856	-	-
10394 - Bridging The Gap Levy Fund	224,098	-	-	-
10398 - Move Seattle Levy Fund	42,188,511	72,830,476	59,027,897	52,758,123
13000 - Transportation Fund	52,414,069	76,642,975	105,891,493	113,066,565
18500 - School Safety Traffic and Pedestrian Improvement Fund	7,875,883	12,016,322	6,166,150	9,484,131
19900 - Transportation Benefit District Fund	4,405,541	14,333,569	8,493,679	13,271,233
30010 - REET I Capital Fund	1,791,494	1,572,716	-	-
30020 - REET II Capital Fund	4,346,111	7,532,038	7,857,513	9,857,514
33850 - 2000 Parks Levy Fund	11,390	-	-	-
33860 - 2008 Parks Levy Fund	1,402,841	-	-	-
36300 - 2016 Multipurpose LTGO Bond Fund	6,455,026	-	-	-
36400 - 2017 Multipurpose LTGO Bond Fund	3,861,268	-	-	-
36500 - 2018 Multipurpose LTGO Bond Fund	317,014	-	-	-
36510 - 2018 LTGO Taxable Bond Fund	3,282,104	-	-	-
36700 - 2020 Multipurpose LTGO Bond Fund	-	-	20,000,000	-
<b>Total for BSL: BC-TR-19003</b>	<b>128,717,008</b>	<b>185,022,952</b>	<b>207,436,732</b>	<b>198,437,566</b>

### SDOT - BO-TR-12001 - South Lake Union Streetcar Operations

10800 - Seattle Streetcar Operations	972,797	2,793,955	3,428,841	4,356,843
13000 - Transportation Fund	1,887	-	-	-
<b>Total for BSL: BO-TR-12001</b>	<b>974,684</b>	<b>2,793,955</b>	<b>3,428,841</b>	<b>4,356,843</b>



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### SDOT - BO-TR-12002 - First Hill Streetcar Operations

10800 - Seattle Streetcar Operations	5,927,202	12,069,474	8,288,386	9,420,748
<b>Total for BSL: BO-TR-12002</b>	<b>5,927,202</b>	<b>12,069,474</b>	<b>8,288,386</b>	<b>9,420,748</b>

### SDOT - BO-TR-16000 - Waterfront and Civic Projects

13000 - Transportation Fund	-	-	-	41,499,999
<b>Total for BSL: BO-TR-16000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>41,499,999</b>

### SDOT - BO-TR-17001 - Bridges & Structures

00100 - General Fund	5,333,333	4,718,535	4,815,909	4,946,975
10398 - Move Seattle Levy Fund	1,712,545	2,687,109	2,689,192	2,778,341
13000 - Transportation Fund	22,150,595	39,603,059	40,234,479	7,213,701
<b>Total for BSL: BO-TR-17001</b>	<b>29,196,474</b>	<b>47,008,703</b>	<b>47,739,580</b>	<b>14,939,017</b>

### SDOT - BO-TR-17003 - Mobility Operations

00100 - General Fund	24,192,321	22,609,272	22,965,609	24,219,918
10398 - Move Seattle Levy Fund	5,977,764	5,846,038	5,850,735	6,042,736
13000 - Transportation Fund	19,684,522	30,335,619	23,831,633	18,007,593
18500 - School Safety Traffic and Pedestrian Improvement Fund	5,272,642	3,905,596	3,006,090	787,184
19900 - Transportation Benefit District Fund	44,411,074	52,782,556	60,583,808	67,738,963
<b>Total for BSL: BO-TR-17003</b>	<b>99,538,322</b>	<b>115,479,081</b>	<b>116,237,875</b>	<b>116,796,394</b>

### SDOT - BO-TR-17004 - ROW Management

13000 - Transportation Fund	31,865,155	36,347,438	36,363,829	40,114,478
<b>Total for BSL: BO-TR-17004</b>	<b>31,865,155</b>	<b>36,347,438</b>	<b>36,363,829</b>	<b>40,114,478</b>

### SDOT - BO-TR-17005 - Maintenance Operations

00100 - General Fund	10,685,058	10,703,682	11,171,839	11,327,219
10398 - Move Seattle Levy Fund	2,132,820	2,175,478	2,177,087	2,252,112
13000 - Transportation Fund	23,098,267	21,672,198	21,679,583	22,295,909
19900 - Transportation Benefit District Fund	2,624,974	2,677,472	2,757,797	2,847,028
<b>Total for BSL: BO-TR-17005</b>	<b>38,541,119</b>	<b>37,228,830</b>	<b>37,786,306</b>	<b>38,722,268</b>

### SDOT - BO-TR-18001 - Leadership and Administration

00100 - General Fund	-	-	-	558
10398 - Move Seattle Levy Fund	-	-	-	484
13000 - Transportation Fund	344,177	-	-	1,582,504
<b>Total for BSL: BO-TR-18001</b>	<b>344,177</b>	<b>-</b>	<b>-</b>	<b>1,583,546</b>

### SDOT - BO-TR-18002 - General Expense

00100 - General Fund	3,166,502	5,161,554	5,384,043	5,382,463
13000 - Transportation Fund	30,341,958	31,642,956	35,357,317	48,442,699

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30010 - REET I Capital Fund	1,900,000	-	-	-
30020 - REET II Capital Fund	811,500	814,125	1,630,750	815,375
<b>Total for BSL: BO-TR-18002</b>	<b>36,219,960</b>	<b>37,618,635</b>	<b>42,372,110</b>	<b>54,640,537</b>
<b>Department Total</b>	<b>464,113,037</b>	<b>634,015,266</b>	<b>697,676,835</b>	<b>725,884,188</b>
<b>Department Full-Time Equivalents Total*</b>	<b>918.50</b>	<b>931.50</b>	<b>931.50</b>	<b>957.00</b>

*\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### Budget Summary by Fund Seattle Department of Transportation

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
00100 - General Fund	43,414,297	43,193,043	44,337,400	45,877,133
00164 - Unrestricted Cumulative Reserve Fund	1,643,468	94,856	-	-
10394 - Bridging The Gap Levy Fund	352,810	-	-	-
10398 - Move Seattle Levy Fund	84,681,326	147,782,027	122,966,812	140,756,521
10800 - Seattle Streetcar Operations	6,899,999	14,863,429	11,717,227	13,777,591
13000 - Transportation Fund	210,583,918	293,808,874	357,048,188	382,237,861
18500 - School Safety Traffic and Pedestrian Improvement Fund	13,148,525	17,921,918	9,172,240	10,271,315
19900 - Transportation Benefit District Fund	52,852,754	70,563,597	72,624,284	84,651,655
30010 - REET I Capital Fund	6,822,862	2,180,435	-	-
30020 - REET II Capital Fund	13,472,973	17,375,163	18,160,263	19,344,891
33850 - 2000 Parks Levy Fund	11,390	-	-	-
33860 - 2008 Parks Levy Fund	1,402,841	-	-	-
35040 - Waterfront LID #6751	-	-	18,691,200	7,008,000
35900 - Central Waterfront Improvement Fund	517,066	5,040,000	10,455,221	7,455,221
36200 - 2015 Multipurpose LTGO Bond Fund	239,967	-	-	-
36300 - 2016 Multipurpose LTGO Bond Fund	10,763,705	-	-	-
36400 - 2017 Multipurpose LTGO Bond Fund	6,003,804	-	-	-
36410 - 2017 LTGO Taxable Bond Fund	59	-	-	-
36500 - 2018 Multipurpose LTGO Bond Fund	6,716,970	-	-	2,000,000
36510 - 2018 LTGO Taxable Bond Fund	4,584,301	-	-	-
36600 - 2019 Multipurpose LTGO Bond Fund	-	20,191,924	-	-
36610 - 2019 LTGO Taxable Bond Fund	-	1,000,000	-	-
36700 - 2020 Multipurpose LTGO Bond Fund	-	-	30,779,000	10,779,000
36710 - 2020 LTGO Taxable Bond Fund	-	-	1,725,000	1,725,000
<b>Budget Totals for SDOT</b>	<b>464,113,037</b>	<b>634,015,266</b>	<b>697,676,835</b>	<b>725,884,188</b>

# Seattle Department of Transportation

## Revenue Overview

### 2020 Estimated Revenues

Account Code	Account Name	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
311010	Real & Personal Property Taxes	98,740,711	99,261,935	102,344,965	103,236,976
332010	Fed Entitlmnt-Forfeited Prop	(231)	-	-	-
341060	Photocopy Svcs	(2,117)	-	-	-
344900	Transportation-Other Rev	952,194	-	-	-
360020	Inv Earn-Residual Cash	982,140	-	-	1,549,746
360100	Unreald Gns/Losses-Inv Gasb31	(132,865)	-	-	-
360380	Sale Of Junk Or Salvage	(142)	-	-	-
<b>Total Revenues for: 10398 - Move Seattle Levy Fund</b>		<b>100,539,690</b>	<b>99,261,935</b>	<b>102,344,965</b>	<b>104,786,722</b>
400000	Use of/Contribution to Fund Balance	-	48,520,092	20,621,847	35,969,799
<b>Total Resources for:10398 - Move Seattle Levy Fund</b>		<b>100,539,690</b>	<b>147,782,027</b>	<b>122,966,812</b>	<b>140,756,521</b>
337080	Other Private Contrib & Dons	4,926,645	5,237,000	5,245,000	6,795,000
344900	Transportation-Other Rev	158,975	170,128	175,232	1,655,445
360360	Sponsorship And Royalties	345,131	314,000	323,420	200,000
374030	Capital Contr-Fed Dir Grants	23,686	430,106	430,308	272,123
397010	Operating Transfers In	1,444,873	9,111,537	9,752,138	9,152,138
<b>Total Revenues for: 10800 - Seattle Streetcar Operations</b>		<b>6,899,310</b>	<b>15,262,771</b>	<b>15,926,098</b>	<b>18,074,706</b>
400000	Use of/Contribution to Fund Balance	-	(399,342)	(4,208,871)	(4,297,115)
<b>Total Resources for:10800 - Seattle Streetcar Operations</b>		<b>6,899,310</b>	<b>14,863,429</b>	<b>11,717,227</b>	<b>13,777,591</b>
309010	Non-Operating Revenues	16,163	-	-	-
311020	Sale Of Tax Title Property	347,255	-	-	-
316060	B&O Tax-Commercial Parking	42,978,233	47,010,380	48,771,979	45,595,607
318020	Employee Hrs Tax	14,019	-	-	-
318060	Comm Parking Tax Penalties Int	202,483	-	-	-
322060	Nonbus Lic&Perm-Sign	303,671	-	-	291,875
322130	Nonbus Lic&Perm-Cats	6,936	-	-	-
322150	Nonbus Lic&Perm-Issuance	2,033,938	3,664,790	3,475,900	1,954,221
322160	Nonbus Lic&Perm-Renewal	1,503,895	957,844	908,475	1,445,476
322180	Nonbus Lic&Perm-Oth Street Use	1,102,491	1,958,691	1,863,056	937,149
322190	Nonbus Lic&Perm-Penalties	4,526	17,726	16,812	-

## Seattle Department of Transportation

322260	Nonbus Lic&Perm-Meter Hood Fee	21,900	-	-	-
322900	Nonbus Lic&Perm-Other	3,133,953	2,971,014	3,060,144	3,230,913
332010	Fed Entitlmnt-Forfeited Prop	(231)	-	-	-
333110	Ind Fed Grants	543,212	32,978,330	62,498,042	36,442,783
333120	Ind Fed Grants-Passthr	349,939	-	-	-
334010	State Grants	2,220,386	17,210,295	13,587,717	21,780,352
334020	State Grants-Arterial Imp Prog	107,338	-	-	-
335011	Multimodal Transportation Dist	1,004,288	1,007,952	1,007,952	1,016,328
335050	Mtr Veh Fuel Tx-St Improvement	15,599,263	14,333,081	14,476,412	15,880,125
337050	Proceeds-Countywide Tax Levy	795,901	1,684,591	1,701,437	889,287
337080	Other Private Contrib & Dons	-	250,000	-	1,259,361
341070	Print & Copy Svcs-Outsourced	(1,992)	-	-	-
341100	Data Proc-Computer Resources	(1,321)	-	-	-
341300	Administrative Fees & Charges	953,347	2,487,045	3,085,577	3,787,613
342900	Public Safety-Other Rev	(25)	-	-	-
343010	Architect/Engineering Svc Chrg	-	10,840,364	13,449,203	1,264,635
344010	Street Maintenance & Repair	1,935,417	1,243,156	1,542,334	1,425,224
344020	Vehicle & Equipment Repair	(720)	-	-	-
344070	Street Occupation Rev	575,061	2,117,779	1,978,069	465,779
344080	Street Use Rev	24,880,400	24,438,080	23,178,495	23,962,899
344090	Annual Fees Rev	1,202,959	1,054,270	999,931	1,156,230
344100	Transportation Admin Svcs Rev	57,104	72,638	90,119	-
344110	Night Vending Prog Admin Fees	4,816	-	-	-
344130	Plan Review & Inspection	13,190,199	10,824,111	10,266,215	12,138,849
344900	Transportation-Other Rev	71,426,875	92,879,387	135,713,618	144,784,206
347170	Public Benefit Rev	(833)	-	-	-
350180	Misc Fines & Penalties	121,376	-	-	-
350190	Nsf Check Fees	320	-	-	-
360220	Interest Earned On Deliquent A	77,248	-	-	-
360250	Other Equip/Vehicle Rentals	(5,780)	-	-	-
360300	St Space Facilities Rentals	(215)	-	-	-
360310	Lt Space/Facilities Leases	3,165	-	-	-
360380	Sale Of Junk Or Salvage	10,813	-	-	-
360400	Unclaimed Money/Property Sales	290	-	-	-
360420	Other Judgments & Settlements	14,104	-	-	-
360760	Sale Of Surplus Items	5,020	-	-	-
374010	Capital Contr-State Grants	1,673,672	-	-	-
374020	Capital Contr-Fed Indir Grants	5,650,361	-	-	-
374030	Capital Contr-Fed Dir Grants	234,218	-	-	-
391060	Long-Term Intergovtl Loan Proc	-	5,197,894	3,802,106	3,242,106

## Seattle Department of Transportation

395010	Sales Of Land & Buildings	2,062,450	20,244,605	9,700,000	54,715,000
<b>Total Revenues for: 13000 - Transportation Fund</b>		<b>196,357,889</b>	<b>295,444,024</b>	<b>355,173,592</b>	<b>377,666,018</b>
400000	Use of/Contribution to Fund Balance	-	(1,635,568)	1,874,596	4,571,843
<b>Total Resources for:13000 - Transportation Fund</b>		<b>196,357,889</b>	<b>293,808,456</b>	<b>357,048,188</b>	<b>382,237,861</b>
350030	Parking Infraction Penalties	13,334,844	10,684,071	10,339,483	10,628,507
<b>Total Revenues for: 18500 - School Safety Traffic and Pedestrian Improvement Fund</b>		<b>13,334,844</b>	<b>10,684,071</b>	<b>10,339,483</b>	<b>10,628,507</b>
400000	Use of/Contribution to Fund Balance	-	7,237,847	(1,167,243)	1,774,593
<b>Total Resources for:18500 - School Safety Traffic and Pedestrian Improvement Fund</b>		<b>13,334,844</b>	<b>17,921,918</b>	<b>9,172,240</b>	<b>12,403,100</b>
313020	Sales & Use Tax	28,905,632	29,032,415	29,785,466	32,896,535
317030	Trans Ben Dist Vehicle Fees	32,236,112	32,969,148	33,546,108	30,912,698
341060	Photocopy Svcs	(706)	-	-	-
<b>Total Revenues for: 19900 - Transportation Benefit District Fund</b>		<b>61,141,038</b>	<b>62,001,563</b>	<b>63,331,574</b>	<b>63,809,233</b>
400000	Use of/Contribution to Fund Balance	(8,308,284)	6,562,034	9,292,710	20,842,422
<b>Total Resources for:19900 - Transportation Benefit District Fund</b>		<b>52,832,754</b>	<b>68,563,597</b>	<b>72,624,284</b>	<b>84,651,655</b>
391030	Lid Bond Proceeds	-	-	-	7,008,000
<b>Total Revenues for: 35040 - Waterfront LID #6751</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>7,008,000</b>
337080	Other Private Contrib & Dons	2,700,000	4,925,000	11,955,221	7,445,000
344900	Transportation-Other Rev	3,053,846	-	-	-
360310	Lt Space/Facilities Leases	146,262	-	-	-
391030	Lid Bond Proceeds	-	6,964,092	19,135,119	-
<b>Total Revenues for: 35900 - Central Waterfront Improvement Fund</b>		<b>5,900,108</b>	<b>11,889,092</b>	<b>31,090,340</b>	<b>7,445,000</b>
400000	Use of/Contribution to Fund Balance	-	(6,849,092)	(20,635,119)	-
<b>Total Resources for:35900 - Central Waterfront Improvement Fund</b>		<b>5,900,108</b>	<b>5,040,000</b>	<b>10,455,221</b>	<b>7,445,000</b>
<b>Total SDOT Resources</b>		<b>375,864,594</b>	<b>547,979,427</b>	<b>583,983,972</b>	<b>648,279,728</b>

# Seattle Department of Transportation

## Appropriations by Budget Summary Level and Program

### SDOT - BC-TR-16000 - Central Waterfront

The purpose of the Central Waterfront Budget Summary Level is to design, manage, and construct improvements to the transportation infrastructure and public spaces along the Central Waterfront.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Central Waterfront	-	-	-	98,128,075
<b>Total</b>	-	-	-	<b>98,128,075</b>

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### SDOT - BC-TR-19001 - Major Maintenance/Replacement

The purpose of the Major Maintenance/Replacement Budget Summary Level is to provide maintenance and replacement of roads, trails, bike paths, bridges and structures.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Bridges & Structures	9,136,126	42,492,825	26,691,223	38,795,436
Landslide Mitigation	414,304	453,000	466,000	475,349
Roads	38,583,621	50,402,124	48,966,885	61,154,175
Sidewalk Maintenance	4,076,007	5,692,000	3,765,648	3,807,479
Signs, Signals and Markings	1,338,651	1,552,533	1,594,145	1,657,420
Trails and Bike Paths	1,644,454	1,100,000	1,200,000	1,236,594
Urban Forestry	225,468	-	-	8,936
<b>Total</b>	<b>55,418,631</b>	<b>101,692,482</b>	<b>82,683,901</b>	<b>107,135,389</b>
Full-time Equivalents Total*	96.25	98.25	98.25	98.25

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Major Maintenance/Replacement Budget Summary Level:

#### **Bridges & Structures**

The purpose of Bridges and Structures Program is to provide for safe and efficient use of the city's bridges and structures to all residents of Seattle and adjacent regions to ensure movement of people, goods and services throughout the city.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Bridges & Structures	9,136,126	42,492,825	26,691,223	38,795,436
Full Time Equivalents Total	12.75	13.75	13.75	13.75

# Seattle Department of Transportation

## Landslide Mitigation

The purpose of the Landslide Mitigation Program is to proactively identify and address potential areas of landslide concerns that affect the right-of-way.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Landslide Mitigation	414,304	453,000	466,000	475,349
Full Time Equivalents Total	2.00	2.00	2.00	2.00

## Roads

The purpose of the Roads program is to provide for the safe and efficient use of the city's roadways to all residents of Seattle and adjacent regions to ensure movement of people, goods and services throughout the city.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Roads	38,583,621	50,402,124	48,966,885	61,154,175
Full Time Equivalents Total	46.00	47.00	47.00	47.00

## Sidewalk Maintenance

The purpose of Sidewalk Maintenance Program is to maintain and provide for safe and efficient use of the city's sidewalks to all residents of Seattle and adjacent regions to ensure movement of people, goods and services throughout the city.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Sidewalk Maintenance	4,076,007	5,692,000	3,765,648	3,807,479
Full Time Equivalents Total	6.00	6.00	6.00	6.00

## Signs, Signals and Markings

The purpose of Signs, Signals and Markings Program is to design, plan and maintain the city's signs, signals, and street, sidewalk markings

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Signs, Signals and Markings	1,338,651	1,552,533	1,594,145	1,657,420

## Trails and Bike Paths

The purpose of Trails and Bike Paths Program is to maintain and provide for safe and efficient use of the city's trails and bike paths to all residents of Seattle and adjacent regions to ensure movement of people, goods and services throughout the city.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Trails and Bike Paths	1,644,454	1,100,000	1,200,000	1,236,594
Full Time Equivalents Total	27.75	27.75	27.75	27.75

# Seattle Department of Transportation

## Urban Forestry

The purpose of the Landscape & Tree Maintenance Program is to provide planning, design, construction and construction inspection services for landscape elements of transportation capital projects, as well as guidance to developers on the preservation of city street trees and landscaped sites during construction.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Urban Forestry	225,468	-	-	8,936
Full Time Equivalents Total	1.75	1.75	1.75	1.75

### **SDOT - BC-TR-19002 - Major Projects**

The purpose of the Major Projects Budget Summary Level is to design, manage and construct improvements to the transportation infrastructure for the benefit of the traveling public including freight, transit, other public agencies, pedestrians, bicyclists and motorists.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Alaskan Way Viaduct	34,074,130	57,469,717	114,051,275	-
First Hill Streetcar	13,879	-	-	-
Mercer Corridor	5,527	-	-	-
Mercer West	2,387,817	-	-	-
SR-520	888,954	1,284,000	1,288,000	109,328
<b>Total</b>	<b>37,370,305</b>	<b>58,753,717</b>	<b>115,339,275</b>	<b>109,328</b>
Full-time Equivalents Total*	23.50	24.50	24.50	24.50

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Major Projects Budget Summary Level:

### **Alaskan Way Viaduct**

The purpose of the Alaskan Way Viaduct and Seawall Replacement Program is to fund the City's involvement in the replacement of the seismically-vulnerable viaduct and seawall. The Alaskan Way Viaduct is part of State Route 99, which carries one-quarter of the north-south traffic through downtown Seattle and is a major truck route serving the city's industrial areas

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Alaskan Way Viaduct	34,074,130	57,469,717	114,051,275	-
Full Time Equivalents Total	22.00	23.00	23.00	23.00



# Seattle Department of Transportation

## First Hill Streetcar

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Expenditures/FTE</b>				
First Hill Streetcar	13,879	-	-	-

## Mercer Corridor

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Expenditures/FTE</b>				
Mercer Corridor	5,527	-	-	-

## Mercer West

The purpose of the Mercer West Program is to use existing street capacity along the west portion of Mercer Street more efficiently and enhance all modes of travel, including pedestrian mobility, and provide an east/west connection between I-5, State Route 99, and Elliott Ave W.

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Expenditures/FTE</b>				
Mercer West	2,387,817	-	-	-

## SR-520

The purpose of the SR-520 Program is to provide policy, planning and technical analysis support and to act as the City's representative in a multi-agency group working on the replacement of the State Route 520 bridge.

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Expenditures/FTE</b>				
SR-520	888,954	1,284,000	1,288,000	109,328
Full Time Equivalents Total	1.50	1.50	1.50	1.50

## Seattle Department of Transportation

### SDOT - BC-TR-19003 - Mobility-Capital

The purpose of the Mobility-Capital Budget Summary Level is to help maximize the movement of traffic throughout the city by enhancing all modes of transportation including corridor and intersection improvements, transit and HOV improvements, and sidewalk and pedestrian facilities.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Corridor & Intersection Imprv	20,426,227	32,081,095	26,606,393	39,398,696
Freight Mobility	14,803,094	38,267,051	33,819,822	38,752,769
Intelligent Transp System	3,007,711	4,516,945	6,833,055	3,259,933
Neighborhood Enhancements	10,232,341	7,469,532	4,538,724	8,615,342
New Trails and Bike Paths	16,470,151	20,619,831	12,482,045	23,144,949
Sidewalks & Ped Facilities	28,424,508	33,731,293	25,607,632	36,441,122
Transit & HOV	35,352,977	48,337,205	97,549,061	48,824,755
<b>Total</b>	<b>128,717,008</b>	<b>185,022,952</b>	<b>207,436,732</b>	<b>198,437,566</b>
Full-time Equivalents Total*	121.50	134.50	134.50	138.50

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Mobility-Capital Budget Summary Level:

#### **Corridor & Intersection Imprv**

The purpose of the Corridor & Intersection Improvements Program is to analyze and make improvements to corridors and intersections to move traffic more efficiently. Examples of projects include signal timing, left turn signals and street improvements.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Corridor & Intersection Imprv	20,426,227	32,081,095	26,606,393	39,398,696
Full Time Equivalents Total	37.50	37.50	37.50	38.50

#### **Freight Mobility**

The purpose of the Freight Mobility Program is to help move freight throughout the city in a safe and efficient manner.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Freight Mobility	14,803,094	38,267,051	33,819,822	38,752,769
Full Time Equivalents Total	4.50	4.50	4.50	4.50

#### **Intelligent Transp System**

The purpose of the Intelligent Transportation System (ITS) Program is to fund projects identified in the City's ITS Strategic Plan and ITS Master Plan. Examples of projects include implementation of transit signal priority strategies;

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installation of closed-circuit television (CCTV) cameras to monitor traffic in key corridors; and development of parking guidance, traveler information and real-time traffic control systems.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Intelligent Transp System	3,007,711	4,516,945	6,833,055	3,259,933
Full Time Equivalents Total	8.25	9.25	9.25	9.25

### Neighborhood Enhancements

The purpose of the Neighborhood Enhancements Program is to plan and forecast the needs of specific neighborhoods including neighborhood and corridor planning, development of the coordinated transportation plans, traffic control spot improvements and travel forecasting. The program also constructs minor improvements in neighborhoods based on these assessments.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Neighborhood Enhancements	10,232,341	7,469,532	4,538,724	8,615,342
Full Time Equivalents Total	19.75	19.75	19.75	19.75

### New Trails and Bike Paths

The purpose of the New Trails and Bike Paths Program is to construct new trails and bike paths that connect with existing facilities to let users transverse the city on a dedicated network of trails and paths.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
New Trails and Bike Paths	16,470,151	20,619,831	12,482,045	23,144,949
Full Time Equivalents Total	-	-	-	1.00

### Sidewalks & Ped Facilities

The purpose of the Sidewalks & Pedestrian Facilities Program is to install new facilities that help pedestrians move safely along the city's sidewalks by installing or replacing sidewalks, modifying existing sidewalks for elderly and handicapped accessibility, and increasing pedestrian lighting.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Sidewalks & Ped Facilities	28,424,508	33,731,293	25,607,632	36,441,122
Full Time Equivalents Total	37.50	50.50	50.50	52.50

### Transit & HOV

The purpose of the Transit & HOV Program is to move more people in less time throughout the city.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Transit & HOV	35,352,977	48,337,205	97,549,061	48,824,755
Full Time Equivalents Total	14.00	13.00	13.00	13.00

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## **SDOT - BO-TR-12001 - South Lake Union Streetcar Operations**

The purpose of the South Lake Union Streetcar Operations Budget Summary Level is to operate and maintain the South Lake Union Seattle Streetcar.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
S Lake Union Streetcar Ops	974,684	2,793,955	3,428,841	4,356,843
<b>Total</b>	<b>974,684</b>	<b>2,793,955</b>	<b>3,428,841</b>	<b>4,356,843</b>

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

## **SDOT - BO-TR-12002 - First Hill Streetcar Operations**

The purpose of the First Hill Streetcar Operations Budget Summary Level is to operate and maintain the First Hill Seattle Streetcar.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
First Hill Streetcar Ops	5,927,202	12,069,474	8,288,386	9,420,748
<b>Total</b>	<b>5,927,202</b>	<b>12,069,474</b>	<b>8,288,386</b>	<b>9,420,748</b>

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

## **SDOT - BO-TR-16000 - Waterfront and Civic Projects**

The purpose of the Waterfront and Civic Projects Summary Level is to pay for expenses related to reimbursable design and construction services provided by the Central Waterfront program for other City departments and external partners. Additionally, the BSL provides planning and leadership support for other Civic Projects.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Waterfront and Civic Projects	-	-	-	41,499,999
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>41,499,999</b>

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

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### **SDOT - BO-TR-17001 - Bridges & Structures**

The purpose of the Bridges and Structures Budget Summary Level is to maintain the City's bridges and structures which helps provide for the safe and efficient movement of people, goods, and services throughout the City. Additionally, the BSL provides general construction management, engineering support for street vacations, scoping of neighborhood projects, and other transportation activities requiring engineering oversight.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Bridge Operations	3,425,281	3,739,773	3,760,574	3,902,269
Engineering & Ops Support	17,973,963	35,010,749	35,653,269	2,285,329
Structures Engineering	1,036,863	957,142	975,611	1,008,015
Structures Maintenance	6,760,367	7,301,039	7,350,126	7,743,404
<b>Total</b>	<b>29,196,474</b>	<b>47,008,703</b>	<b>47,739,580</b>	<b>14,939,017</b>
Full-time Equivalents Total*	56.00	56.00	56.00	57.00

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The following information summarizes the programs in Bridges & Structures Budget Summary Level:

#### **Bridge Operations**

The purpose of Bridge Operations is to ensure the safe and efficient operations and preventive maintenance for over 180 bridges throughout the city.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Bridge Operations	3,425,281	3,739,773	3,760,574	3,902,269
Full Time Equivalents Total	18.50	17.50	17.50	17.50

#### **Engineering & Ops Support**

The purpose of the Engineering Ops & Support program is to provide engineering support services to other SDOT projects, perform engineering related to bridges and structures, and manage stormwater pollution control.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Engineering & Ops Support	17,973,963	35,010,749	35,653,269	2,285,329
Full Time Equivalents Total	3.00	3.00	3.00	3.00

#### **Structures Engineering**

The purpose of the Structures Engineering Program is to provide engineering services on all the bridges and structures within the city to ensure the safety of transportation users as they use or move in proximity to these transportation facilities.

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	2018	2019	2020	2020
Expenditures/FTE	Actuals	Adopted	Endorsed	Proposed
Structures Engineering	1,036,863	957,142	975,611	1,008,015
Full Time Equivalents Total	3.50	3.50	3.50	3.50

### Structures Maintenance

The purpose of the Structures Maintenance Program is to provide for the maintenance of the city's bridges, roadside structures and stairways.

	2018	2019	2020	2020
Expenditures/FTE	Actuals	Adopted	Endorsed	Proposed
Structures Maintenance	6,760,367	7,301,039	7,350,126	7,743,404
Full Time Equivalents Total	31.00	32.00	32.00	33.00

### **SDOT - BO-TR-17003 - Mobility Operations**

The purpose of the Mobility-Operations Budget Summary Level is to promote the safe and efficient operation of all transportation modes in the city. This includes managing the parking, pedestrian, and bicycle infrastructure; implementing neighborhood plans; encouraging alternative modes of transportation; and maintaining and improving signals and the non-electrical transportation management infrastructure.

Program Expenditures	2018	2019	2020	2020
	Actuals	Adopted	Endorsed	Proposed
Commuter Mobility	24,471,567	31,136,140	25,094,822	17,100,325
Neighborhoods	1,121,688	1,140,569	1,137,844	1,153,967
Parking & Curbspace	13,240,830	13,670,815	13,869,926	14,767,719
Signs & Markings	3,755,300	3,990,599	4,048,767	4,191,653
Traffic Signals	9,569,956	9,360,650	9,249,598	9,487,442
Transit Operations	43,380,667	52,120,211	59,717,169	66,851,338
Urban Planning	3,998,313	4,060,096	3,119,749	3,243,950
<b>Total</b>	<b>99,538,322</b>	<b>115,479,081</b>	<b>116,237,875</b>	<b>116,796,394</b>
Full-time Equivalents Total*	133.75	134.75	134.75	140.75

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The following information summarizes the programs in Mobility Operations Budget Summary Level:

### Commuter Mobility

The purpose of the Commuter Mobility Program is to provide a variety of services, including enforcement of City commercial vehicle limits, transit coordination, and planning, to increase mobility and transportation options to the residents of Seattle.

	2018	2019	2020	2020
Expenditures/FTE	Actuals	Adopted	Endorsed	Proposed
Commuter Mobility	24,471,567	31,136,140	25,094,822	17,100,325
Full Time Equivalents Total	45.25	44.25	44.25	50.25

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## Neighborhoods

The purpose of the Neighborhoods Program is to plan and forecast the needs of specific neighborhoods including neighborhood and corridor planning, development of the coordinated transportation plans, traffic control spot improvements and travel forecasting. The program also constructs minor improvements in neighborhoods based on these assessments.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Neighborhoods	1,121,688	1,140,569	1,137,844	1,153,967
Full Time Equivalents Total	2.50	2.50	2.50	2.50

## Parking & Curbspace

The purpose of Parking and Curb Ramp Program is to manage the City's parking resources, maintain and operate pay stations and parking meters for on-street parking, manage curbspace, develop and manage the City's carpool program and Residential Parking Zones.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Parking & Curbspace	13,240,830	13,670,815	13,869,926	14,767,719
Full Time Equivalents Total	32.00	31.00	31.00	31.00

## Signs & Markings

The purpose of the Signs & Markings Program is to design, fabricate and install signage, as well as provide pavement, curb and crosswalk markings to facilitate the safe movement of vehicles, pedestrians and bicyclists throughout the city.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Signs & Markings	3,755,300	3,990,599	4,048,767	4,191,653
Full Time Equivalents Total	19.50	19.50	19.50	19.50

## Traffic Signals

The purpose of the Traffic Signals Program is to operate the Traffic Management Center that monitors traffic movement within the city and to maintain and improve signals and other electrical transportation management infrastructure.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Traffic Signals	9,569,956	9,360,650	9,249,598	9,487,442
Full Time Equivalents Total	21.25	24.25	24.25	24.25

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## Transit Operations

The Purpose of the Transit Operations Program is to purchase Metro Transit service hours on routes with at least 65% of the stops within the city of Seattle and to support regional transit service in conjunction with other cities, transit agencies, and transportation benefit districts who contribute to the cost of providing regional transit service. The program also funds ORCA Opportunity which provides youth ORCA cards for Seattle Public Schools Students, Seattle Promise scholarship students or similar programs. The program also funds and administers a \$20 low-income VLF rebate to qualified individuals and supports access to transit service for low-income riders. The Transit Operations program revenues support the implementation of City-wide improvements to maximize transit operations.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Transit Operations	43,380,667	52,120,211	59,717,169	66,851,338
Full Time Equivalents Total	2.75	2.75	2.75	2.75

## Urban Planning

The Urban Planning Program is comprised of Adaptive Streets, Citywide & Community Planning, GIS, Urban Design, and the Center City Mobility Plan.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Urban Planning	3,998,313	4,060,096	3,119,749	3,243,950
Full Time Equivalents Total	10.50	10.50	10.50	10.50

### **SDOT - BO-TR-17004 - ROW Management**

The purpose of the (Right-of-Way) ROW Management Budget Summary Level is to review projects throughout the city for code compliance for uses of the right-of-way and to provide plan review, utility permit and street use permit issuance, and utility inspection and mapping services.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
St Use Permit & Enforcement	31,865,155	36,347,438	36,363,829	40,114,478
<b>Total</b>	<b>31,865,155</b>	<b>36,347,438</b>	<b>36,363,829</b>	<b>40,114,478</b>
Full-time Equivalents Total*	133.25	134.25	134.25	139.25

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### **SDOT - BO-TR-17005 - Maintenance Operations**

The purpose of the Maintenance Operations Budget Summary Level is to maintain the City's roadways and sidewalks, as well as to maintain, protect and expand the City's urban landscape in the street right-of-way through the maintenance and planting of new trees and landscaping to enhance the environment and aesthetics of the city.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Emergency Response	3,917,220	4,638,797	4,700,240	4,840,587
Operations Support	4,777,578	4,804,480	4,805,337	4,956,495
Pavement Management/Repair	15,792,089	14,321,048	14,474,065	14,732,700
Street Cleaning	7,793,657	7,616,728	7,699,401	7,878,769
Tree & Landscape Maintenance	6,260,577	5,847,777	6,107,263	6,313,717
<b>Total</b>	<b>38,541,119</b>	<b>37,228,830</b>	<b>37,786,306</b>	<b>38,722,268</b>
Full-time Equivalents Total*	146.00	144.00	144.00	144.50

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Maintenance Operations Budget Summary Level:

#### **Emergency Response**

The purpose of the Emergency Response Program is to respond to safety and mobility issues such as pavement collapses, severe weather, landslides and other emergencies to make the right-of-way safe for moving people and goods. This program proactively addresses landslide hazards to keep the right-of-way open and safe.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Emergency Response	3,917,220	4,638,797	4,700,240	4,840,587
Full Time Equivalents Total	19.00	19.00	19.00	19.00

#### **Operations Support**

The purpose of the Operations Support Program is to provide essential operating support services necessary for the daily operation of SDOT's equipment and field workers dispatched from three field locations in support of street maintenance activities. These functions include warehousing, bulk material supply and management, tool cleaning and repair, equipment maintenance and repair, project accounting and technical support, and crew supervision.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Operations Support	4,777,578	4,804,480	4,805,337	4,956,495
Full Time Equivalents Total	22.50	22.50	22.50	22.50

#### **Pavement Management/Repair**

The purpose of the Pavement Management and Repair Program is to assess the condition of asphalt and concrete pavements and establish citywide paving priorities for annual resurfacing, preservation and maintenance of all

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streets and adjacent areas such as sidewalks and road shoulders by making spot repairs and conducting annual major maintenance paving and rehabilitation.

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Pavement Management/Repair	15,792,089	14,321,048	14,474,065	14,732,700
Full Time Equivalents Total	57.25	57.25	57.25	57.25

### Street Cleaning

The purpose of the Street Cleaning Program is to keep Seattle's streets, improved alleys, stairways and pathways clean, safe and environmentally friendly by conducting sweeping, hand-cleaning, flushing and mowing on a regular schedule.

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Street Cleaning	7,793,657	7,616,728	7,699,401	7,878,769
Full Time Equivalents Total	22.50	22.50	22.50	22.50

### Tree & Landscape Maintenance

The purpose of the Landscape & Tree Maintenance Program is to provide planning, design, construction and construction inspection services for landscape elements of transportation capital projects, as well as guidance to developers on the preservation of city street trees and landscaped sites during construction.

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Tree & Landscape Maintenance	6,260,577	5,847,777	6,107,263	6,313,717
Full Time Equivalents Total	24.75	22.75	22.75	23.25

### **SDOT - BO-TR-18001 - Leadership and Administration**

The purpose of the Leadership & Administration Budget Summary Level is to provide executive, community, financial, human resource, technology and business support to the Seattle Department of Transportation.

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Citywide Indirect Costs	35,749,039	39,937,628	39,766,385	39,733,357
Departmental Indirect Costs	14,706,586	17,257,390	14,905,527	18,968,116
Divisional Indirect Costs	15,019,142	13,050,957	14,497,115	12,147,358
Indirect Cost Recovery Offset	(98,299,089)	(70,245,975)	(69,169,027)	(69,265,285)
Pooled Benefits and PTO	33,168,500	-	-	-
<b>Total</b>	<b>344,177</b>	<b>-</b>	<b>-</b>	<b>1,583,546</b>
Full-time Equivalents Total*	208.25	205.25	205.25	214.25

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

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The following information summarizes the programs in Leadership and Administration Budget Summary Level:

## Citywide Indirect Costs

The Purpose of Citywide Indirect Cost Program is to allocate the City's general service costs to SDOT in a way that benefits the delivery of transportation services to the public.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Citywide Indirect Costs	35,749,039	39,937,628	39,766,385	39,733,357

## Departmental Indirect Costs

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<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Departmental Indirect Costs	14,706,586	17,257,390	14,905,527	18,968,116
Full Time Equivalents Total	114.00	112.00	112.00	120.00

## Divisional Indirect Costs

The purpose of the Divisional Indirect Costs Program is to provide division leadership and unique transportation technical expertise to accomplish the division's goals and objectives in support of the department's mission.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Divisional Indirect Costs	15,019,142	13,050,957	14,497,115	12,147,358
Full Time Equivalents Total	94.25	93.25	93.25	94.25

## Indirect Cost Recovery Offset

Indirect Cost Recovery Offset Program includes Department Management Indirect cost recovery and General Expense Indirect Cost Recovery. This program equitably recovers and allocates departmental and general expense indirect cost from all transportation activities and capital projects to fund departmental management and support services essential for delivery of transportation service to the public.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Indirect Cost Recovery Offset	(98,299,089)	(70,245,975)	(69,169,027)	(69,265,285)

## Pooled Benefits and PTO

This budget program contains the funding associated with employee leave, time off, and benefit-related costs for Workers' Compensation, healthcare and other centrally distributed benefit costs.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Pooled Benefits and PTO	33,168,500	-	-	-

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### SDOT - BO-TR-18002 - General Expense

The purpose of the General Expense Budget Summary Level is to pay for general business expenses necessary to the overall delivery of transportation services, such as Judgment and Claims contributions and debt service payments.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Citywide Initiatives	182,121	-	-	14,150,000
Debt Service	33,447,752	35,028,548	39,782,023	37,900,450
Judgment & Claims	2,590,087	2,590,087	2,590,087	2,590,087
<b>Total</b>	<b>36,219,960</b>	<b>37,618,635</b>	<b>42,372,110</b>	<b>54,640,537</b>

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in General Expense Budget Summary Level:

#### Citywide Initiatives

The purpose of the Citywide Initiatives program is to support citywide or multi-departmental system or process improvement initiatives.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Citywide Initiatives	182,121	-	-	14,150,000

#### Debt Service

The purpose of Debt Service Program is to meet principal repayment and interest obligations on debt proceeds that are appropriated in SDOT's Budget

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Debt Service	33,447,752	35,028,548	39,782,023	37,900,450

#### Judgment & Claims

The purpose of the Judgment & Claims Program is to represent SDOT's annual contribution to the City's centralized self-insurance pool from which court judgements and claims against the city are paid.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Judgment & Claims	2,590,087	2,590,087	2,590,087	2,590,087

## Central Waterfront Improvement Program

Marshall Foster, Director

206-684-8413

<http://www.seattle.gov/office-of-the-waterfront-and-civic-projects>

### Central Waterfront Improvement Program

The Office of the Waterfront and Civic Projects is responsible for coordinating the City's waterfront improvement efforts, including project management, design, construction, and financial management. Organizationally, it is a unit of the Seattle Department of Transportation (SDOT), although its director reports directly to the Mayor. The Office of the Waterfront and Civic Projects is charged with administering the overall program and ensuring that it is managed efficiently and delivers on the Concept Design and Framework Plan for the Central Waterfront as adopted by the City in Resolution 31399.

The projects that make up the Central Waterfront program are included in SDOT's budget and in the budgets of two other City departments. Although there are multiple funding sources and multiple projects within the waterfront improvement program, the program itself includes all of the projects listed below.

#### Seattle Department of Transportation

- Alaskan Way Main Corridor project (MC-TR-C072)
- Overlook Walk and East/West Connections (MC-TR-C073)

#### Department of Parks and Recreation

- Parks Central Waterfront Piers Rehabilitation (MC-PR-21007)
- Aquarium Expansion (MC-PR-21006)

#### Department of Finance and Administrative Services

- Pike Place Market PC-1 North Waterfront Entrance project (complete)
- Local Improvement District Administration

In addition, there are funds budgeted in CIP projects for Seattle Public Utilities (SPU) and Seattle City Light (SCL) for utility relocations related to the Central Waterfront program. The Office of the Waterfront and Civic Projects is leading design and construction activities for these relocations, which in SDOT's budget are combined in a reimbursable project. The Office of Arts and Culture also has funding from the Waterfront program's 1% for Arts contribution.

Central Waterfront Improvement Fund is a single fund from which multiple departments draw funding resources. The fund tracks the interfund loan and philanthropic funds as well as other revenues. The fund supports certain costs associated with the design and construction of the waterfront improvement program and related costs for City administration, including the Office of the Waterfront and Civic Projects. Appropriations made from the Central Waterfront Improvement Fund are for these purposes.

In 2019, City Council created the Waterfront LID Fund to pay expenses related to the Waterfront Local Improvement District (#6751). Multiple departments will draw on the resource in this fund, which will be supported by an Interfund Loan (repaid by LID Bonds and LID assessments) until the LID bonds are sold in late 2020 or early 2021.



# Office of the City Auditor

David G. Jones, City Auditor

(206) 233-3801

<http://www.seattle.gov/audit/>

## Department Overview

The Office of City Auditor was established by City Charter and serves as Seattle's independent performance audit function. The City Auditor is appointed by the City Council to a four-year term of office.

The Office of City Auditor seeks to promote honest, efficient management and full accountability throughout City government. It serves the public interest by providing the City Council, the Mayor and City employees with accurate information, unbiased analyses and objective recommendations on how best to use public resources.

The Office of City Auditor conducts audits of City departments, programs, grantees and contracts, as well as some nonaudit projects. Most of the office's work is performed in response to specific concerns or requests from City Councilmembers, but the City Auditor also independently initiates work to fulfill the office's mission. If resources are available, the City Auditor responds to requests from the Mayor, City departments and the public.

Through its work, the Office of City Auditor answers the following types of questions:

- Are City of Seattle programs being carried out in compliance with applicable laws and regulations, and is accurate information furnished to the City Council and Mayor on these programs?
- Do opportunities exist to eliminate inefficient use of public funds and waste?
- Are programs achieving desired results?
- Are there better ways to achieve program objectives at lower costs?
- Are there ways to improve the quality of service without increasing costs?
- What emerging or key issues should the City Council and Mayor consider?

## Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
General Fund Support	2,810,175	2,864,372	2,611,259	2,010,622
Other Funding - Operating	-	-	-	500,000
<b>Total Operations</b>	<b>2,810,175</b>	<b>2,864,372</b>	<b>2,611,259</b>	<b>2,510,622</b>
<b>Total Appropriations</b>	<b>2,810,175</b>	<b>2,864,372</b>	<b>2,611,259</b>	<b>2,510,622</b>
Full-Time Equivalents Total*	10.00	10.00	10.00	10.00

\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

# Office of the City Auditor

## Budget Overview

The 2020 Proposed Budget maintains resources to support the Office of City Auditor and includes technical adjustments to bring the department's budget into alignment with an Annual Wage Increase, a State Paid Family Medical Leave increase, changes to internal service costs, and items previously approved in the 2019 Second Quarter Supplemental Budget Ordinance. In addition, \$500,000 included in the Auditor's baseline budget for the evaluation of the Sweetened Beverage Tax will now be funded from Sweetened Beverage Tax Fund, rather than the General Fund where those tax resources had previously been deposited.



# Office of the City Auditor

## Incremental Budget Changes

### Office of the City Auditor

	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>2,611,259</b>	<b>10.00</b>
<b>Baseline</b>		
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	114,822	-
2020 State Paid Family Medical Leave Increase Base Budget	1,900	-
Citywide Adjustments for Standard Cost Changes	32,405	-
<b>Proposed Technical</b>		
Supplemental Changes	(249,764)	-
Transfer Sweetened Beverage Tax Baseline Budget to New Fund	-	-
<b>Total Incremental Changes</b>	<b>\$(100,637)</b>	<b>-</b>
<b>Total 2020 Proposed Budget</b>	<b>\$2,510,622</b>	<b>10.00</b>

## Description of Incremental Budget Changes

### Baseline

#### 2020 Coalition and Non-Rep Annual Wage Increase Base Budget

Expenditures \$114,822

This centrally administered change adjusts appropriations to reflect the Annual Wage Increase, as outlined in the tentative agreement between the City and the Coalition of Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor.

#### 2020 State Paid Family Medical Leave Increase Base Budget

Expenditures \$1,900

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the tentative agreement with the Coalition of Unions moves a portion of the cost responsibility to the employee in 2020, with the City paying the remainder. This item increases appropriations to account for the City's obligation for all employees.

#### Citywide Adjustments for Standard Cost Changes

Expenditures \$32,405

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including the Department of Finance & Administrative Services rates, Information Technology rates and Human Resources rates, health care, retirement and industrial insurance charges for the department. This adjustment also includes a transfer of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City's efforts to

## Office of the City Auditor

improve investigative processes and practices across the City departments. While the internal service rates are final for 2020, some of the other adjustments reflect initial assumptions about these costs and inflators early in the budget process.

### Proposed Technical

#### **Supplemental Changes**

Expenditures	\$ (249,764)
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This adjustment reflects changes made through supplemental budget legislation since the last adopted budget. Supplemental budget legislation is developed by the Executive and adopted by the City Council four times a year to provide for corrections to the adopted budget, unforeseen changes in circumstance, new funding opportunities or new policy priorities. These changes may include additions or reductions in appropriations and FTEs. This change includes transferring \$249,764 from the Office of City Auditor to the Human Services Department (HSD) for HSD to provide technical assistance to partner organizations that will expand their ability to evaluate programs funded by the Sweetened Beverage Tax.

#### **Transfer Sweetened Beverage Tax Baseline Budget to New Fund**

Expenditures	-
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This technical change reflects the requirements of Ordinance 125886, and transfers the baseline department budget for Sweetened Beverage Tax activity from the General Fund (00100) to the Sweetened Beverage Tax Fund (00155). These changes are net-zero.

## Office of the City Auditor

### Expenditure Overview

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Appropriations</b>				
<b>AUD - BO-AD-VG000 - Office of the City Auditor</b>				
00100 - General Fund	2,810,175	2,864,372	2,611,259	2,010,622
00155 - Sweetened Beverage Tax Fund	-	-	-	500,000
<b>Total for BSL: BO-AD-VG000</b>	<b>2,810,175</b>	<b>2,864,372</b>	<b>2,611,259</b>	<b>2,510,622</b>
 <b>Department Total</b>	 <b>2,810,175</b>	 <b>2,864,372</b>	 <b>2,611,259</b>	 <b>2,510,622</b>
 <b>Department Full-Time Equivalents Total*</b>	 <b>10.00</b>	 <b>10.00</b>	 <b>10.00</b>	 <b>10.00</b>

*\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### Budget Summary by Fund Office of the City Auditor

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
00100 - General Fund	2,810,175	2,864,372	2,611,259	2,010,622
00155 - Sweetened Beverage Tax Fund	-	-	-	500,000
<b>Budget Totals for AUD</b>	<b>2,810,175</b>	<b>2,864,372</b>	<b>2,611,259</b>	<b>2,510,622</b>

## Office of the City Auditor

### Appropriations by Budget Summary Level and Program

#### **AUD - BO-AD-VG000 - Office of the City Auditor**

The purpose of the Office of City Auditor Budget Summary Level is to provide unbiased analyses and objective recommendations to assist the City in using public resources more equitably, efficiently and effectively in delivering services to the public.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Office of the City Auditor	2,810,175	2,864,372	2,611,259	2,510,622
<b>Total</b>	<b>2,810,175</b>	<b>2,864,372</b>	<b>2,611,259</b>	<b>2,510,622</b>
Full-time Equivalents Total*	10.00	10.00	10.00	10.00

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

# City Budget Office

Ben Noble, Director

(206) 615-1962

<http://www.seattle.gov/budgetoffice/>

## Department Overview

The City Budget Office (CBO) is responsible for developing and monitoring the City's annual budget, carrying out budget-related functions, overseeing fiscal policy and financial planning activities, policy analysis, and preparing legislation for City Council review. CBO provides strategic analysis relating to the use of revenues, debt, long-term issues, and special events. The office also provides technical assistance, training, and support to City departments in performing financial functions. The Innovation and Performance team is also in CBO, supporting and advancing initiatives by using data and design to solve problems.

## Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
General Fund Support	7,479,862	6,790,793	6,752,626	7,283,554
<b>Total Operations</b>	<b>7,479,862</b>	<b>6,790,793</b>	<b>6,752,626</b>	<b>7,283,554</b>
<b>Total Appropriations</b>	<b>7,479,862</b>	<b>6,790,793</b>	<b>6,752,626</b>	<b>7,283,554</b>
Full-Time Equivalents Total*	40.50	36.00	36.00	36.00

*\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

## Budget Overview

The 2020 Proposed Budget increases the City Budget Office's budget by \$531,000, a 7.9% increase. All of the increases are related to Citywide changes, including a labor agreement, state benefit changes and central costs for services such as space and information technology.

## City Budget Office

### Incremental Budget Changes

#### City Budget Office

	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>6,752,626</b>	<b>36.00</b>
<b>Baseline</b>		
Citywide Adjustments for Standard Cost Changes	139,974	-
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	384,686	-
2020 State Paid Family Medical Leave Increase Base Budget	6,268	-
<b>Total Incremental Changes</b>	<b>\$530,928</b>	<b>-</b>
<b>Total 2020 Proposed Budget</b>	<b>\$7,283,554</b>	<b>36.00</b>

### Description of Incremental Budget Changes

#### Baseline

##### Citywide Adjustments for Standard Cost Changes

Expenditures \$139,974

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including the Department of Finance & Administrative Services rates, Information Technology rates and Human Resources rates, health care, retirement and industrial insurance charges for the department. This adjustment also includes a transfer of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City's efforts to improve investigative processes and practices across the City departments. While the internal service rates are final for 2020, some of the other adjustments reflect initial assumptions about these costs and inflators early in the budget process.

##### 2020 Coalition and Non-Rep Annual Wage Increase Base Budget

Expenditures \$384,686

This centrally administered change adjusts appropriations to reflect the Annual Wage Increase, as outlined in the tentative agreement between the City and the Coalition of Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor.

##### 2020 State Paid Family Medical Leave Increase Base Budget

Expenditures \$6,268

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the tentative agreement with the Coalition of Unions moves a portion of the cost responsibility to the employee in 2020, with the City paying the remainder. This item increases appropriations to account for the City's obligation for all employees.

## City Budget Office

### Expenditure Overview

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Appropriations</b>				
<b>CBO - BO-CB-CZ000 - City Budget Office</b>				
00100 - General Fund	7,479,862	6,790,793	6,752,626	7,283,554
<b>Total for BSL: BO-CB-CZ000</b>	<b>7,479,862</b>	<b>6,790,793</b>	<b>6,752,626</b>	<b>7,283,554</b>
<b>Department Total</b>	<b>7,479,862</b>	<b>6,790,793</b>	<b>6,752,626</b>	<b>7,283,554</b>
<b>Department Full-Time Equivalents Total*</b>	<b>40.50</b>	<b>36.00</b>	<b>36.00</b>	<b>36.00</b>

*\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### Budget Summary by Fund City Budget Office

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
00100 - General Fund	7,479,862	6,790,793	6,752,626	7,283,554
<b>Budget Totals for CBO</b>	<b>7,479,862</b>	<b>6,790,793</b>	<b>6,752,626</b>	<b>7,283,554</b>

### Appropriations by Budget Summary Level and Program

#### CBO - BO-CB-CZ000 - City Budget Office

The purpose of the City Budget Office Budget Summary Level is to develop and monitor the budget, carry out budget-related functions, oversee financial policies and plans, support and advance Citywide innovation and performance measurement, and provide financial and other strategic analysis.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
City Budget Office	7,479,862	6,790,793	6,752,626	7,283,554
<b>Total</b>	<b>7,479,862</b>	<b>6,790,793</b>	<b>6,752,626</b>	<b>7,283,554</b>
Full-time Equivalents Total*	40.50	36.00	36.00	36.00

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*





# Office for Civil Rights

Mariko Lockhart, Director

(206) 684-4500

<http://www.seattle.gov/civilrights/>

## Department Overview

The Office for Civil Rights (OCR) envisions a city of liberated people where community historically impacted by racism, oppression, and colonization hold power and thrive. OCR's mission is to end structural racism through accountable community relationships and anti-racist organizing, policy development, and civil rights enforcement.

OCR works to achieve equity and advance opportunity in Seattle by:

- developing policies and promoting partnerships to achieve racial equity and social justice;
- enforcing City, state and federal anti-discrimination laws that guarantee equal access to housing, employment, public accommodations, contracting, lending and protection against conversion therapy provided to minors;
- developing and conducting testing for discrimination in employment hiring and housing based on race, national origin, sexual orientation, gender identity and disability;
- staffing the Seattle Human Rights Commission, Seattle Women's Commission, Seattle Lesbian, Gay, Bisexual, Transgender, and Queer Commission, and the Seattle Commission for People with disAbilities;
- administering the Title VI program of the 1964 Civil Rights Act, which relates to physical access to governmental facilities, projects, and programs, and Title II complaints alleging discrimination on the basis of disability in the provision of services, activities, programs or benefits by the City;
- offering free civil rights technical assistance and outreach to businesses, community groups, and the general public, including immigrants, people of color, women, people with disabilities, and lesbian, gay, bisexual, transgender, and queer communities; and
- making available a wide array of civil rights information, including translations into other languages.

OCR leads the City's Race and Social Justice Initiative. The goals of the initiative are to end institutional racism in City government; promote inclusion and full participation of all residents in civic life; and partner with the community to achieve racial equity across Seattle. In working to achieve these goals, OCR conducts Race and Social Justice trainings, including Racial Equity Toolkit training, for all City staff and/or departments, community organizations and educational institutions.

## Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
General Fund Support	4,943,332	4,864,563	6,042,306	6,639,611
<b>Total Operations</b>	<b>4,943,332</b>	<b>4,864,563</b>	<b>6,042,306</b>	<b>6,639,611</b>
<b>Total Appropriations</b>	<b>4,943,332</b>	<b>4,864,563</b>	<b>6,042,306</b>	<b>6,639,611</b>
Full-Time Equivalent Total*	28.00	31.00	31.00	33.00

\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

# Office for Civil Rights

## Budget Overview

The 2020 Proposed Budget adds staffing capacity to the Office of Civil Rights (OCR) to support the City's Race and Social Justice Initiative (RSJI). The budget adds two positions to OCR: one commission liaison position, and one position focused on RSJI training. Adding the commission liaison position allows OCR to expand RSJI staffing to respond to the growing need across the City for RSJI support.

OCR staffs four commissions: the Commission for People with disAbilities, the Seattle LGBTQ Commission, the Seattle Human Rights Commission, and the Seattle Women's Commission. Prior to 2014, OCR had two commission liaison positions dedicated to providing support to the four commissions. Each liaison supported two commissions, and the staffing was focused on serving as point of contact for the commissions, administrative support, managing the recruitment and appointment process, training and onboarding new commissioners, providing technical assistance, and assisting with event planning. In 2014, there was a re-organization that shifted a vacant commission liaison position to the RSJI Division to expand capacity to address the growing city-wide RSJI needs and the mandates. Since 2015, the RSJI work across the city has continued to expand with OCR playing a critical role in supporting department training and policy needs. OCR has struggled to support the four commissions with only one position. Adding a new position will allow OCR to continue and expand the level of support for the RSJI work and staff the commissions more effectively.

In May 2018, the Mayor issued Executive Order (EO) 2018-04: Anti-Harassment and Anti-Discrimination. Among other things, the EO tasked the Seattle Department of Human Resources (SDHR) director and the OCR director to develop anti-harassment and anti-discrimination training. SDHR was also directed to work with all departments to develop a training plan for employees to include anti-harassment and anti-discrimination training and bias training. The two departments have worked collaboratively to assess the training needs of executive departments and develop a training plan. The demand for trainings far exceeds the capacity that the two departments have for providing trainings. To respond to the EO, and meet department training needs, the 2020 Proposed Budget adds two positions to SDHR and one position to OCR. SDHR is the lead department on the EO and the training plan. The SDHR positions are described in the SDHR section of the budget. The OCR position will add capacity to the department to do RSJI training and partner with SDHR on embedding RSJI in the anti-harassment and anti-discrimination trainings.

The 2020 Proposed Budget maintains \$1 million added by the City Council in the 2020 Endorsed Budget for community-based organizations providing alternatives to or addressing harm created by the criminal justice system. Funds will be dispersed through a participatory grantmaking model led by OCR in which participants use a democratic process and shared analysis to make funding decisions.

Finally, the 2020 Proposed Budget includes funding for wage adjustments related to the tentative agreement between the City and the Coalition of Unions.

# Office for Civil Rights

## Incremental Budget Changes

### Office for Civil Rights

	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>6,042,306</b>	<b>31.00</b>
<b>Baseline</b>		
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	330,370	-
2020 State Paid Family Medical Leave Increase Base Budget	3,701	-
Citywide Adjustments for Standard Cost Changes	(11,657)	-
Move Racial Equity Fund to RSJI	-	-
Move Testing Budget to Enforcement	-	-
<b>Proposed Operating</b>		
Increase Commission Support	125,479	1.00
Increase Race and Social Justice Training Capacity	149,413	1.00
<b>Total Incremental Changes</b>	<b>\$597,305</b>	<b>2.00</b>
<b>Total 2020 Proposed Budget</b>	<b>\$6,639,611</b>	<b>33.00</b>

## Description of Incremental Budget Changes

### Baseline

#### 2020 Coalition and Non-Rep Annual Wage Increase Base Budget

Expenditures \$330,370

This centrally administered change adjusts appropriations to reflect the Annual Wage Increase, as outlined in the tentative agreement between the City and the Coalition of Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor.

#### 2020 State Paid Family Medical Leave Increase Base Budget

Expenditures \$3,701

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the tentative agreement with the Coalition of Unions moves a portion of the cost responsibility to the employee in 2020, with the City paying the remainder. This item increases appropriations to account for the City's obligation for all employees.

# Office for Civil Rights

## Citywide Adjustments for Standard Cost Changes

Expenditures \$(11,657)

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including the Department of Finance & Administrative Services rates, Information Technology rates and Human Resources rates, health care, retirement and industrial insurance charges for the department. This adjustment also includes a transfer of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City's efforts to improve investigative processes and practices across the City departments. While the internal service rates are final for 2020, some of the other adjustments reflect initial assumptions about these costs and inflators early in the budget process.

## Move Racial Equity Fund to RSJI

Expenditures -

This is a budget neutral change to move the Racial Equity Fund that assists organizations with building their capacity to address structural racism, from the Leadership and Administration program to the Race and Social Justice program. The Racial Equity Fund is \$60,000.

## Move Testing Budget to Enforcement

Expenditures -

This is a budget neutral technical change to move the \$150,000 testing program budget from the Leadership and Administration program to the Civil Rights Enforcement program. The testing program utilizes testers to identify discriminatory practices and bias in access to Seattle's housing market and employment.

## Proposed Operating

### Increase Commission Support

Expenditures \$125,479

Position Allocation 1.00

This item adds a position to staff both the Commission for People with DisAbilities (SCPD), and the Seattle LGBTQ Commission. Prior to 2014, OCR had two positions supporting the commissions. In 2014, a re-organization shifted one of the positions to the RSJI team in recognition of the increasing RSJI body of work across the City. Because the demand for OCR RSJI training, policy and toolkit support has continued to increase, OCR needs to maintain and increase the level of RSJI staffing. The position will provide administrative support on various tasks, staff commission meetings, manage the recruitment and appointment process, onboard new commissioners, deliver coordinate commissioner training, assist with coordinating of commissions events, and provide appropriate liaison duties between commissions and City departments, Council staff, and the Mayor's office.

### Increase Race and Social Justice Training Capacity

Expenditures \$149,413

Position Allocation 1.00

This items adds a Strategic Advisor 1, Exempt position to increase RSJI training capacity to the department. In May 2018 the Mayor issued Executive Order (EO) 2018-04: Anti-Harassment and Anti-Discrimination. Among other things, the EO tasked the Seattle Department of Human Resources (SDHR) director and the OCR director to develop anti-harassment and anti-discrimination training. To respond to the EO, and meet department training needs, the 2020 Proposed budget adds two positions to SDHR and one position to OCR. SDHR is the lead department on the EO

## Office for Civil Rights

and the training plan. The SDHR positions are described in the SDHR section of the budget. The OCR position is focused on adding capacity to the department for RSJI trainings and partnering with SDHR to embed RSJI in the anti-harassment and anti-discrimination trainings.

### Expenditure Overview

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Appropriations</b>				
<b>OCR - BO-CR-X1R00 - Civil Rights</b>				
00100 - General Fund	4,943,332	4,864,563	6,042,306	6,639,611
<b>Total for BSL: BO-CR-X1R00</b>	<b>4,943,332</b>	<b>4,864,563</b>	<b>6,042,306</b>	<b>6,639,611</b>
 <b>Department Total</b>	 <b>4,943,332</b>	 <b>4,864,563</b>	 <b>6,042,306</b>	 <b>6,639,611</b>
 <b>Department Full-Time Equivalent Total*</b>	 <b>28.00</b>	 <b>31.00</b>	 <b>31.00</b>	 <b>33.00</b>

*\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### Budget Summary by Fund Office for Civil Rights

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
00100 - General Fund	4,943,332	4,864,563	6,042,306	6,639,611
<b>Budget Totals for OCR</b>	<b>4,943,332</b>	<b>4,864,563</b>	<b>6,042,306</b>	<b>6,639,611</b>

## Office for Civil Rights

### Appropriations by Budget Summary Level and Program

#### OCR - BO-CR-X1R00 - Civil Rights

The purpose of the Civil Rights Budget Summary Level is to encourage and promote equal access and opportunity, diverse participation, and social and economic equity in Seattle. OCR works to eliminate discrimination in employment, housing, public accommodations, contracting, and lending in Seattle through enforcement, and policy and outreach activities. In addition, OCR is responsible for directing the Race and Social Justice Initiative, which leads other City departments to design and implement programs that help eliminate institutionalized racism.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Civil Rights	1,263,056	-	-	-
Civil Rights Enforcement	-	1,124,586	1,135,313	1,419,684
Leadership and Administration	2,487,725	1,878,884	2,996,125	2,862,214
Policy	555,586	801,036	919,128	1,099,445
RSJI	636,965	1,060,058	991,740	1,258,268
<b>Total</b>	<b>4,943,332</b>	<b>4,864,563</b>	<b>6,042,306</b>	<b>6,639,611</b>
Full-time Equivalents Total*	28.00	31.00	31.00	33.00

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Civil Rights Budget Summary Level:

#### Civil Rights

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Civil Rights	1,263,056	-	-	-

#### Civil Rights Enforcement

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Civil Rights Enforcement	-	1,124,586	1,135,313	1,419,684
Full Time Equivalents Total	12.00	12.00	12.00	12.00

#### Leadership and Administration

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Leadership and Administration	2,487,725	1,878,884	2,996,125	2,862,214
Full Time Equivalents Total	4.00	5.00	5.00	5.00

## Office for Civil Rights

### Policy

	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2020</b>
<b>Expenditures/FTE</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Endorsed</b>	<b>Proposed</b>
Policy	555,586	801,036	919,128	1,099,445
Full Time Equivalents Total	5.00	7.00	7.00	8.00

### RSJI

	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2020</b>
<b>Expenditures/FTE</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Endorsed</b>	<b>Proposed</b>
RSJI	636,965	1,060,058	991,740	1,258,268
Full Time Equivalents Total	7.00	7.00	7.00	8.00





# Civil Service Commissions

Jennifer A. Greenlee, Executive Director

(206) 233-7118

<http://www.seattle.gov/civil-service-commission>  
<http://www.seattle.gov/public-safety-civil-service-commission>

## Department Overview

The **Civil Service Commissions** is the administrative entity serving both the Civil Service Commission and the Public Safety Civil Service Commission. The Commissions are quasi-judicial bodies charged with providing fair and impartial hearings on disciplinary actions and other employment related issues. Each commission is governed by a separate three-member board, with one member appointed by the Mayor, one appointed by the City Council, and one elected by, and representing, the employees. The term of each commissioner is three years.

The **Civil Service Commission (CSC)** provides fair and impartial hearings of alleged violations of the City's personnel rules. Employees may file appeals with the CSC regarding all final disciplinary actions and alleged violations of the Personnel Ordinance, as well as related rules and policies. The CSC may issue orders to remedy violations and may also make recommendations to the Mayor and the City Council regarding the administration of the personnel system.

In addition, the CSC investigates allegations of political patronage to ensure the City's hiring practices are established and carried out in accordance with the merit principles set forth in the City Charter. The CSC conducts public hearings on personnel related issues and may propose changes to personnel rules, policies, and laws to the Mayor and the City Council.

The purpose of the **Public Safety Civil Service Commission (PSCSC)** is to implement, administer, and direct a civil service system for sworn personnel of the Seattle Police Department and uniformed personnel of the Seattle Fire Department. The PSCSC provides sworn police and uniformed fire employees with a quasi-judicial process for hearings on appeals concerning disciplinary actions, examination and testing, and other related issues.

## Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
General Fund Support	442,989	492,850	491,802	526,097
<b>Total Operations</b>	<b>442,989</b>	<b>492,850</b>	<b>491,802</b>	<b>526,097</b>
<b>Total Appropriations</b>	<b>442,989</b>	<b>492,850</b>	<b>491,802</b>	<b>526,097</b>
Full-Time Equivalents Total*	2.60	2.00	2.00	2.00

\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

# Civil Service Commissions

## Budget Overview

The 2020 Proposed Budget for the Civilian Service Commissions (CIV) makes no significant changes and includes minor Citywide technical changes which are described below.

## Incremental Budget Changes

### Civil Service Commissions

	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>491,802</b>	<b>2.00</b>
<b>Baseline</b>		
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	25,186	-
2020 State Paid Family Medical Leave Increase Base Budget	374	-
Citywide Adjustments for Standard Cost Changes	8,735	-
<b>Total Incremental Changes</b>	<b>\$34,295</b>	<b>-</b>
<b>Total 2020 Proposed Budget</b>	<b>\$526,097</b>	<b>2.00</b>

## Description of Incremental Budget Changes

### Baseline

#### **2020 Coalition and Non-Rep Annual Wage Increase Base Budget**

Expenditures \$25,186

This centrally administered change adjusts appropriations to reflect the Annual Wage Increase, as outlined in the tentative agreement between the City and the Coalition of Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor.

#### **2020 State Paid Family Medical Leave Increase Base Budget**

Expenditures \$374

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the tentative agreement with the Coalition of Unions moves a portion of the cost responsibility to the employee in 2020, with the City paying the remainder. This item increases appropriations to account for the City's obligation for all employees.

## Civil Service Commissions

### Citywide Adjustments for Standard Cost Changes

Expenditures \$8,735

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including the Department of Finance & Administrative Services rates, Information Technology rates and Human Resources rates, health care, retirement and industrial insurance charges for the department. This adjustment also includes a transfer of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City's efforts to improve investigative processes and practices across the City departments. While the internal service rates are final for 2020, some of the other adjustments reflect initial assumptions about these costs and inflators early in the budget process.

### Expenditure Overview

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Appropriations</b>				
<b>CIV - BO-VC-V1CIV - Civil Service Commissions</b>				
00100 - General Fund	442,989	492,850	491,802	526,097
<b>Total for BSL: BO-VC-V1CIV</b>	<b>442,989</b>	<b>492,850</b>	<b>491,802</b>	<b>526,097</b>
<b>Department Total</b>	<b>442,989</b>	<b>492,850</b>	<b>491,802</b>	<b>526,097</b>
<b>Department Full-Time Equivalent Total*</b>	<b>2.60</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>

\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

### Budget Summary by Fund Civil Service Commissions

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
00100 - General Fund	442,989	492,850	491,802	526,097
<b>Budget Totals for CIV</b>	<b>442,989</b>	<b>492,850</b>	<b>491,802</b>	<b>526,097</b>

## Civil Service Commissions

### Appropriations by Budget Summary Level and Program

#### **CIV - BO-VC-V1CIV - Civil Service Commissions**

The purpose of the Civil Service Commissions Budget Summary Level is to provide administrative support to the Public Safety Civil Service Commission (PSCSC) and the Civil Service Commission (CSC). The PSCSC provides sworn police and uniformed fire employees with a quasi-judicial process for hearings on appeals concerning disciplinary actions, examination and testing, and other related issues. The CSC directs the civil service system for all other employees of the City.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Civil Service Commissions	442,989	492,850	491,802	526,097
<b>Total</b>	<b>442,989</b>	<b>492,850</b>	<b>491,802</b>	<b>526,097</b>
Full-time Equivalent Total*	2.60	2.00	2.00	2.00

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

# Office of the Employee Ombud

Amarah Khan, Director

(206) 256-5982

## Department Overview

In 2018, the Mayor issued [Executive Order](#) 2018-04 creating the Office of the Employee Ombud (OEO) following the recommendations issued by the Anti-Harassment Inter-departmental Team (AH IDT) on improving the City's workplace culture. The mission of the OEO is to support City employees in all branches of City government in assessing their concerns regarding workplace conduct that may be considered inappropriate; may constitute harassment, discrimination, or retaliation; and/or is in conflict with the City's Personnel Rules, Citywide workplace expectations, and other City policies.

The OEO provides assistance to City employees through a variety of means, including clarifying the City's processes and systems for reporting and investigations; facilitating discussions to break down miscommunication; providing the contact for represented employees' unions; and understanding what remedies are available through State or Federal agencies. The OEO also support employees with referrals to the City's contracted Employees Assistance Program (EAP) for appropriate emotional assistance.

In addition to individual employee services, the OEO engages with policy improvements that support the City's continuous effort to provide every City employee a safe and respectful workplace where they can do their best work in serving the residents of Seattle. OEO, as part of its systemic change mission, offers trainings and capacity building to city departments so that practices and behaviors that cause conflict among us can be addressed in a proactive manner. Beginning in 2020, the OEO will submit an annual report to the Mayor's Office and City Council that addresses issues extending beyond the experiences of individual employees and have a broader, systemic impact on the City. The report may include recommendations to change the City's Personnel Rules, complaint and investigations systems or trainings, and share information on patterns of inappropriate workplace conduct at the City.

## Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
General Fund Support	-	509,472	561,310	1,413,921
<b>Total Operations</b>	-	<b>509,472</b>	<b>561,310</b>	<b>1,413,921</b>
<b>Total Appropriations</b>	-	<b>509,472</b>	<b>561,310</b>	<b>1,413,921</b>
Full-Time Equivalents Total*	-	3.00	3.00	5.00

\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

# Office of the Employee Ombud

## Budget Overview

The 2020 Proposed Budget furthers the Mayor's commitment to the Office of the Employee Ombud and the growth necessary to carry out the office's mission. Since the creation of the OEO in the second quarter of 2019, it has received over 80 requests for assistance. In order to be able to keep up with the need, the proposed budget adds two additional positions: one position will serve as an Assistant Ombud, supporting case management, policy development, communications and training; another position will provide administrative support to the director and office. In addition to the two positions, the proposed budget adds one-time relocation costs and an on-going rent adjustment.

The 2020 Proposed Budget also provides for technical adjustments in the baseline budget reflecting tentative agreements with the Coalition of Unions. The tentative agreements include State Paid Family Medical Leave and an Annual Wage Increase. Another technical adjustment corrects the budget to reflect actual director labor costs.

# Office of the Employee Ombud

## Incremental Budget Changes

### Office of the Employee Ombud

	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>561,310</b>	<b>3.00</b>
<b>Baseline</b>		
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	33,770	-
2020 State Paid Family Medical Leave Increase Base Budget	299	-
Citywide Adjustments for Standard Cost Changes	(67,589)	-
Labor Cost Adjustment	57,108	-
<b>Proposed Operating</b>		
Increase Case Management Capacity	288,023	2.00
Relocation of Office and Lease Cost Increase	541,000	-
<b>Total Incremental Changes</b>	<b>\$852,611</b>	<b>2.00</b>
<b>Total 2020 Proposed Budget</b>	<b>\$1,413,921</b>	<b>5.00</b>

## Description of Incremental Budget Changes

### Baseline

#### **2020 Coalition and Non-Rep Annual Wage Increase Base Budget**

Expenditures \$33,770

This centrally administered change adjusts appropriations to reflect the Annual Wage Increase, as outlined in the tentative agreement between the City and the Coalition of Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor.

#### **2020 State Paid Family Medical Leave Increase Base Budget**

Expenditures \$299

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the tentative agreement with the Coalition of Unions moves a portion of the cost responsibility to the employee in 2020, with the City paying the remainder. This item increases appropriations to account for the City's obligation for all employees.

#### **Citywide Adjustments for Standard Cost Changes**

Expenditures \$(67,589)

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including the Department of Finance & Administrative Services rates, Information Technology rates and Human Resources rates, health care, retirement and industrial insurance charges for the department. This adjustment also includes a transfer

## Office of the Employee Ombud

of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City's efforts to improve investigative processes and practices across the City departments. While the internal service rates are final for 2020, some of the other adjustments reflect initial assumptions about these costs and inflators early in the budget process.

### Labor Cost Adjustment

Expenditures	\$57,108
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The director position was originally budgeted as a Manager 2 but classified as an Executive 2 per the Mayor's Office and Council requests. This adjustment adds funds to the Office of the Employee Ombud's total budget to account for actual labor costs.

### Proposed Operating

#### Increase Case Management Capacity

Expenditures	\$288,023
Position Allocation	2.00

This item provides additional funding to the Office of the Employee Ombud in order to increase case management capacity. This includes funding for two positions:

- 1.0 FTE Strategic Advisor 2, to support policy, communications, and training development and increase case management capacity; and
- 1.0 FTE Management Systems Analyst, to support the overall office with administrative, data, and budgeting needs.

These positions provide much needed capacity to address the high number of inquiries already received in 2019.

#### Relocation of Office and Lease Cost Increase

Expenditures	\$541,000
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This item provides the Office of Employee Ombud with funds to be able to relocate to a larger office space to support their growing staff and operational needs. The increase includes one-time funding for move costs, tenant improvements, and ongoing incremental cost for lease difference.



## Office of the Employee Ombud

### Expenditure Overview

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Appropriations</b>				
<b>OEO - BO-EM-V10MB - Office of Employee Ombud</b>				
00100 - General Fund	-	509,472	561,310	1,413,921
<b>Total for BSL: BO-EM-V10MB</b>	-	<b>509,472</b>	<b>561,310</b>	<b>1,413,921</b>
<b>Department Total</b>	-	<b>509,472</b>	<b>561,310</b>	<b>1,413,921</b>
<b>Department Full-Time Equivalents Total*</b>	-	<b>3.00</b>	<b>3.00</b>	<b>5.00</b>

*\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### Budget Summary by Fund Office of the Employee Ombud

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
00100 - General Fund	-	509,472	561,310	1,413,921
<b>Budget Totals for OEO</b>	-	<b>509,472</b>	<b>561,310</b>	<b>1,413,921</b>

### Appropriations by Budget Summary Level and Program

#### OEO - BO-EM-V10MB - Office of Employee Ombud

The purpose of the Office of Employee Ombud Budget Summary Level is to assist City of Seattle employees in navigating the City's conflict management system. OEO supports all processes relating to harassment, discrimination, or misconduct and provides recommendations to the Mayor and City Council on policies and procedures that can help create an inclusive workplace environment.

<b>Program Expenditures</b>	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Employee Ombud Office	-	509,472	561,310	1,413,921
<b>Total</b>	-	<b>509,472</b>	<b>561,310</b>	<b>1,413,921</b>
Full-time Equivalents Total*	-	3.00	3.00	5.00

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*



# Employees' Retirement System

Jeff Davis, Executive Director

(206) 386-1293

<http://www.seattle.gov/retirement/>

## Department Overview

The Seattle City Employees' Retirement System has two major functions: administration of retirement benefits and management of the assets of the Retirement Fund. Employee and employer contributions, as well as investment earnings, provide funding for the system. Approximately 9,150 active employee members, 2,350 terminated employee members and 6,400 retired employee members participate in the plan.

The provisions of the plan are set forth in [Chapter 4.36](#) of the Seattle Municipal Code. The plan is a "defined benefit plan" which means an employee's salary, years of service, and age at the time of retirement are used to determine the amount of retirement benefits. At retirement, members are given a choice of several payment options to collect their retirement benefit. The Retirement System is led by a seven-member Board of Administration and an Executive Director appointed by the Board.

Please note that the appropriations detailed in the following tables reflect only the costs to administer the system and do not reflect payment of retiree benefits.

## Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
Other Funding - Operating	24,805,592	20,947,909	20,765,506	21,000,778
<b>Total Operations</b>	<b>24,805,592</b>	<b>20,947,909</b>	<b>20,765,506</b>	<b>21,000,778</b>
<b>Total Appropriations</b>	<b>24,805,592</b>	<b>20,947,909</b>	<b>20,765,506</b>	<b>21,000,778</b>
Full-Time Equivalents Total*	21.00	23.00	23.00	23.00

\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

## Budget Overview

The Seattle City Employees' Retirement System (SCERS) relies on the long-term health of its assets to sustain its long-term financial obligations to SCERS members. The long-term health of SCERS is measured by the annual January 1 funding status, a percentage that represents the value of the asset portfolio over the reserves needed to pay retirement benefits to employees.

As of January 1, 2019, SCERS net assets are valued at \$2.88 billion with a 68.2% funded status. This is a decrease from 69.9% in 2018, but still higher than the low of 62% in 2010. Prior to 2018, SCERS funding status had increased steadily since 2010 due to changes SCERS has made to positively impact the funding status over the long-term. The

## Employees' Retirement System

2018 decrease was due to adopted changes in assumptions related to long-term investment returns and lower than expected investment returns in 2018.

**Annual Contributions:** The plan's actuaries determine an "annual required contribution" (ARC) into SCERS so its assets grow in tandem with pension costs, which rise as new employees join SCERS, wages increase, and retirees live longer. In response to the drop in the value of its invested assets and its funded status coming out of the 2008-09 recession, SCERS and the City enhanced the plan in 2013 by revising its ARC calculation so SCERS will be fully funded after a fixed 30-year period beginning January 1, 2013 and ending January 1, 2043. In addition to the employee and employer annual required contributions, the City pays an additional fluctuating amount to achieve the fully funded status by 2043. These amounts are reflected in departmental budgets throughout the 2020 Proposed Budget.

**Investment Return Assumption:** In January 2014, SCERS decreased its long-term investment return assumption from 7.75% to 7.50% in anticipation of slower asset growth over the next 30 years. Effective January 2020, SCERS will decrease this assumption further to 7.25%. This assumption raises the ARC so the plan relies more on employee and employer contributions that are based on salaries, which are less volatile than the investment returns affected by portfolio experience and the economy.

**Asset Smoothing:** SCERS implemented an asset smoothing policy in 2011 to protect the funded status from volatile year-to-year swings by recognizing annual investment return gains and losses evenly over five years. This policy results in gradual changes in the ARC so the City's contribution is more stable.

**Pension Plan for New Employees Hired On or After January 1, 2017:** The City began evaluating plan changes in 2012 to reduce the cost of the plan for employees and the City, thereby enhancing SCERS' fiscal stability over the long run, while still maintaining an adequate retirement benefit for employees. In 2016, the City and labor unions agreed, and Council approved, a new defined benefit plan (SCERS II) for new employees hired on or after January 1, 2017. SCERS II has a similar structure to the existing plan (SCERS I).

Under SCERS II, there is an estimated 3.8% combined savings for annual employer and employee contributions. Members of the new plan will contribute 7% of their salary toward their retirement benefit, compared to 10.03% under SCERS I. Given the lower contributions into the plan, the new SCERS II plan will provide a retirement benefit lower than the SCERS I plan, but consistent with the design of the current SCERS I plan. The SCERS II benefit will still provide City retirees with an adequate retirement income when combined with Social Security.

SCERS I and SCERS II have the following key differences:

Key differences	SCERS I	SCERS II
Monthly Pension Benefit Calculation	2.00% multiplied by total years of service multiplied by the final average salary during 24 consecutive months	1.75% multiplied by total years of service multiplied by the final average salary during 60 consecutive months
Employee Contribution Rate	10.03% of salary	7.00% of salary
2020 Employer Contribution Rate	16.20% of salary	15.76% of salary
Normal Retirement Age	"Rule of 80" - lesser of 65 or when an employee's age plus service equals 80	"Rule of 85" - lesser of 65 or when an employee's age plus service equals 85
Minimum Retirement Age	52 years	55 years

The 2020 Proposed Budget includes appropriation increases of \$235,272 for centrally adjusted administrative and labor costs, but is otherwise unchanged from the 2019 Adopted and 2020 Endorsed Budget.

# Employees' Retirement System

## Incremental Budget Changes

### Employees' Retirement System

	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>20,765,506</b>	<b>23.00</b>
<b>Baseline</b>		
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	253,316	-
2020 State Paid Family Medical Leave Increase Base Budget	5,018	-
Citywide Adjustments for Standard Cost Changes	(23,062)	-
<b>Total Incremental Changes</b>	<b>\$235,272</b>	<b>-</b>
<b>Total 2020 Proposed Budget</b>	<b>\$21,000,778</b>	<b>23.00</b>

## Description of Incremental Budget Changes

### Baseline

#### **2020 Coalition and Non-Rep Annual Wage Increase Base Budget**

Expenditures \$253,316

This centrally administered change adjusts appropriations to reflect the Annual Wage Increase, as outlined in the tentative agreement between the City and the Coalition of Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor.

#### **2020 State Paid Family Medical Leave Increase Base Budget**

Expenditures \$5,018

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the tentative agreement with the Coalition of Unions moves a portion of the cost responsibility to the employee in 2020, with the City paying the remainder. This item increases appropriations to account for the City's obligation for all employees.

#### **Citywide Adjustments for Standard Cost Changes**

Expenditures \$(23,062)

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including the Department of Finance & Administrative Services rates, Information Technology rates and Human Resources rates, health care, retirement and industrial insurance charges for the department. This adjustment also includes a transfer of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City's efforts to improve investigative processes and practices across the City departments. While the internal service rates are final for 2020, some of the other adjustments reflect initial assumptions about these costs and inflators early in the budget process.

## Employees' Retirement System

### Expenditure Overview

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Appropriations</b>				
<b>RET - BO-RE-R1E00 - Employee Benefit Management</b>				
61030 - Employees' Retirement Fund	24,805,592	20,947,909	20,765,506	21,000,778
<b>Total for BSL: BO-RE-R1E00</b>	<b>24,805,592</b>	<b>20,947,909</b>	<b>20,765,506</b>	<b>21,000,778</b>
<b>Department Total</b>	<b>24,805,592</b>	<b>20,947,909</b>	<b>20,765,506</b>	<b>21,000,778</b>
<b>Department Full-Time Equivalents Total*</b>	<b>21.00</b>	<b>23.00</b>	<b>23.00</b>	<b>23.00</b>

*\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### Budget Summary by Fund Employees' Retirement System

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
61030 - Employees' Retirement Fund	24,805,592	20,947,909	20,765,506	21,000,778
<b>Budget Totals for RET</b>	<b>24,805,592</b>	<b>20,947,909</b>	<b>20,765,506</b>	<b>21,000,778</b>

### Revenue Overview

#### 2020 Estimated Revenues

Account Code	Account Name	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
360430	Employr Pnsn Contributions	14,831,659	12,630,112	12,520,137	12,833,356
360450	Emplyee Pnsn Contribution	9,767,665	8,317,796	8,245,369	8,167,422
<b>Total Revenues for: 61030 - Employees' Retirement Fund</b>		<b>24,599,324</b>	<b>20,947,908</b>	<b>20,765,506</b>	<b>21,000,778</b>
<b>Total RET Resources</b>		<b>24,599,324</b>	<b>20,947,908</b>	<b>20,765,506</b>	<b>21,000,778</b>

## Employees' Retirement System

### Appropriations by Budget Summary Level and Program

**RET - BO-RE-R1E00 - Employee Benefit Management**

The purpose of the Employees' Retirement Budget Summary Level is to manage and administer retirement assets and benefits.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Employee Benefit Management	24,805,592	20,947,909	20,765,506	21,000,778
<b>Total</b>	<b>24,805,592</b>	<b>20,947,909</b>	<b>20,765,506</b>	<b>21,000,778</b>
Full-time Equivalents Total*	21.00	23.00	23.00	23.00

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*





# Ethics and Elections Commission

Wayne Barnett, Executive Director

(206) 684-8500

<http://www.seattle.gov/ethics/>

## Department Overview

The Seattle Ethics and Elections Commission (SEEC) helps foster public confidence in the integrity of Seattle city government by providing education, training, and enforcement of the City's Ethics Code, Whistleblower Code, and lobbying regulations. It also promotes informed elections through education, training, and enforcement of the City's Elections Code and Election Pamphlet Code. With the passage of [Initiative 122](#) in November 2015, the Commission now administers and funds the Democracy Voucher Program.

The Commission's work on behalf of the City of Seattle centers around five main lines of business:

**Ethics Code:** The Commission conducts ethics training for all City of Seattle employees upon request and through the City's New Employee and New Supervisor Orientation programs. It also provides ethics training information for City employees via the City's intranet site. The Commission issues advisory opinions regarding interpretations of the Code of Ethics and also investigates and rules upon alleged violations of the Code. More than thirty years of formal advisory opinions, organized and searchable by topic, are available on the Commission's website.

**Whistleblower Code:** The Commission helps to protect an employee's right to report improper governmental action and to be free from retaliation as a result of such reporting. The Commission either investigates allegations of improper governmental actions itself or refers allegations to the appropriate agency.

**Elections Code and Election Pamphlets Code:** The Commission fulfills the public's mandate of full campaign disclosure by:

- training organizations required to report campaign contributions and expenditures in proper reporting procedures;
- auditing campaign reports;
- working with organizations to correct errors; and
- making all campaign finance information available to the public.

Since 1993, the Commission has made summary reports of campaign financing information available to the public, and since 1995, the Commission has published campaign financing information on its website. The Commission also produces voters' pamphlets for City elections and ballot measures. It makes these pamphlets available in several languages and produces a video voters' guide with King County.

**Lobbying Regulations:** The Commission is charged with administering the City's lobbying regulations. The Commission collects and posts information so that residents know who is lobbying and how much they are being paid to lobby. The Commission also enforces compliance with the lobbying regulations.

**Democracy Voucher Program:** The Commission administers the Democracy Voucher Program which was approved with the passage of I-122 in November 2015. The primary goal of the program is to provide \$100 in vouchers to eligible Seattle residents so that they can contribute to candidates for City office who qualify to participate in the program.

## Ethics and Elections Commission

### Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
General Fund Support	629,558	1,009,982	1,024,683	1,094,680
Other Funding - Operating	660,534	5,456,062	714,172	742,213
<b>Total Operations</b>	<b>1,290,092</b>	<b>6,466,044</b>	<b>1,738,855</b>	<b>1,836,893</b>
<b>Total Appropriations</b>	<b>1,290,092</b>	<b>6,466,044</b>	<b>1,738,855</b>	<b>1,836,893</b>
 Full-Time Equivalents Total*	 5.90	 5.90	 5.90	 7.40

*\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### Budget Overview

The 2020 Proposed Budget for the Seattle Ethics and Elections Commission (SEEC) maintains investments at current service levels. The only significant change in the SEEC budget is the net-zero conversion of temporary staff to permanent status in the Democracy Voucher program. Having nearly completed two full election cycles, it's become clear that the bodies of work related to public relations (one full-time position) and program administration (one part-time position) are ongoing.

# Ethics and Elections Commission

## Incremental Budget Changes

### Ethics and Elections Commission

	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>1,738,855</b>	<b>5.90</b>
Conversion of Temporary Positions to Permanent Status	-	1.50
<b>Baseline</b>		
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	70,855	-
2020 State Paid Family Medical Leave Increase Base Budget	1,047	-
Citywide Adjustments for Standard Cost Changes	26,136	-
<b>Total Incremental Changes</b>	<b>\$98,038</b>	<b>1.50</b>
<b>Total 2020 Proposed Budget</b>	<b>\$1,836,893</b>	<b>7.40</b>

## Description of Incremental Budget Changes

### Conversion of Temporary Positions to Permanent Status

Expenditures	-
Position Allocation	1.50

The Democracy Voucher program initially utilized temporary labor during the program's implementation as the staffing needs were unclear. Having almost completed two election cycles, and with the three-year limit on term-limited temporary labor approaching, the program will convert two staff members to permanent status.

A full-time, temporary Public Relations Specialist, Senior will be converted to permanent status. This position addresses the ongoing need to promote awareness of the Democracy Voucher program, develop strategic partnerships with organizations working with underserved communities, and ensure that key program communications are culturally relevant and widely available in multiple languages.

Secondly, the program's half-time Administrative Specialist III position will be made permanent. This body of work, which includes handling program inquiries as well tracking, replacing and processing vouchers, is ongoing.

### Baseline

#### 2020 Coalition and Non-Rep Annual Wage Increase Base Budget

Expenditures	\$70,855
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This centrally administered change adjusts appropriations to reflect the Annual Wage Increase, as outlined in the tentative agreement between the City and the Coalition of Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor.

## Ethics and Elections Commission

### 2020 State Paid Family Medical Leave Increase Base Budget

Expenditures \$1,047

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the tentative agreement with the Coalition of Unions moves a portion of the cost responsibility to the employee in 2020, with the City paying the remainder. This item increases appropriations to account for the City's obligation for all employees.

### Citywide Adjustments for Standard Cost Changes

Expenditures \$26,136

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including the Department of Finance & Administrative Services rates, Information Technology rates and Human Resources rates, health care, retirement and industrial insurance charges for the department. This adjustment also includes a transfer of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City's efforts to improve investigative processes and practices across the City departments. While the internal service rates are final for 2020, some of the other adjustments reflect initial assumptions about these costs and inflators early in the budget process.

# Ethics and Elections Commission

## Expenditure Overview

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Appropriations</b>				
<b>ETH - BO-ET-V1T00 - Ethics and Elections</b>				
00100 - General Fund	629,558	1,009,982	1,024,683	1,094,680
<b>Total for BSL: BO-ET-V1T00</b>	<b>629,558</b>	<b>1,009,982</b>	<b>1,024,683</b>	<b>1,094,680</b>
<b>ETH - BO-ET-VT123 - Election Vouchers</b>				
12300 - Election Vouchers Fund	660,534	5,456,062	714,172	742,213
<b>Total for BSL: BO-ET-VT123</b>	<b>660,534</b>	<b>5,456,062</b>	<b>714,172</b>	<b>742,213</b>
<b>Department Total</b>	<b>1,290,092</b>	<b>6,466,044</b>	<b>1,738,855</b>	<b>1,836,893</b>
<b>Department Full-Time Equivalents Total*</b>	<b>5.90</b>	<b>5.90</b>	<b>5.90</b>	<b>7.40</b>

\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

## Budget Summary by Fund Ethics and Elections Commission

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
00100 - General Fund	629,558	1,009,982	1,024,683	1,094,680
12300 - Election Vouchers Fund	660,534	5,456,062	714,172	742,213
<b>Budget Totals for ETH</b>	<b>1,290,092</b>	<b>6,466,044</b>	<b>1,738,855</b>	<b>1,836,893</b>

## Revenue Overview

### 2020 Estimated Revenues

Account Code	Account Name	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
311010	Real & Personal Property Taxes	2,982,428	3,000,000	3,000,000	3,000,000
<b>Total Revenues for: 12300 - Election Vouchers Fund</b>		<b>2,982,428</b>	<b>3,000,000</b>	<b>3,000,000</b>	<b>3,000,000</b>
400000	Use of/(Contribution to) Fund Balance	-2,321,894	2,456,062	-2,285,828	-2,257,787
<b>Total Resources for:12300 - Election Vouchers Fund</b>		<b>660,534</b>	<b>5,456,062</b>	<b>714,172</b>	<b>742,213</b>
<b>Total ETH Resources</b>		<b>660,534</b>	<b>5,456,062</b>	<b>714,172</b>	<b>742,213</b>

## Ethics and Elections Commission

### Appropriations by Budget Summary Level and Program

#### **ETH - BO-ET-V1T00 - Ethics and Elections**

The purpose of the Ethics and Elections Budget Summary Level is to: 1) audit, investigate, and conduct hearings regarding non-compliance with, or violations of, Commission-administered ordinances; 2) advise all City officials and employees of their obligations under Commission-administered ordinances; and 3) publish and broadly distribute information about the City's ethical standards, City election campaigns, campaign financial disclosure statements, and lobbyist disclosure statements.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Ethics and Elections	629,558	1,009,982	1,024,683	1,094,680
<b>Total</b>	<b>629,558</b>	<b>1,009,982</b>	<b>1,024,683</b>	<b>1,094,680</b>
Full-time Equivalents Total*	4.90	4.90	4.90	4.90

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

#### **ETH - BO-ET-VT123 - Election Vouchers**

The purpose of the Election Voucher Budget Summary Level is to pay costs associated with implementing, maintaining and funding a program for providing one hundred dollars in vouchers to eligible Seattle residents that they can contribute to candidates for City office who qualify to participate in the Election Voucher program enacted by voters in November 2015.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Election Vouchers	660,534	5,456,062	714,172	742,213
<b>Total</b>	<b>660,534</b>	<b>5,456,062</b>	<b>714,172</b>	<b>742,213</b>
Full-time Equivalents Total*	1.00	1.00	1.00	2.50

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

# Department of Finance and Administrative Services

Calvin W. Goings, Director

(206) 386-0041

<http://www.seattle.gov/fas>

## Department Overview

The Department of Finance and Administrative Services (FAS), with approximately 600 employees represented by 16 different unions, has the most diverse set of responsibilities of any City department. In addition to the services FAS provides directly to its external customers, FAS also provides behind-the-scenes services to all City departments, which supports their work on the public's behalf. Broadly, FAS's work and operations can be broken into four categories.

### Customer Service

FAS is often the first stop for the public to interact with City government. This contact may come through the City's Customer Service Bureau, the Downtown Customer Service Center, the six customer service centers located throughout the city, or the Mobile Customer Service Center which launched in late 2016. Over the phone, online and in person, customers can get information, request services, pay bills, resolve problems and voice opinions. FAS supports the City's compliance with the Washington State Public Records Act by providing Citywide coordination and guidance on public disclosure and by helping customers clarify requests so they receive the information they are seeking from FAS or from other departments. These functions support transparency in City work. In addition, FAS oversees the City's efforts to comply with Title II of the Americans with Disabilities Act. Finally, through the Seattle Animal Shelter, FAS advocates for animal welfare, reunites lost animals with their owners and finds suitable owners to adopt homeless animals.

### Regulation and Oversight

FAS ensures that all businesses operating in Seattle are properly licensed and pay the required business and occupation taxes. FAS issues regulatory licenses for certain business types - including taxis, transportation network companies and for-hire vehicles, adult entertainment venues, door-to-door salespeople, short-term rentals, recreational marijuana establishments and trade shows - and enforces requirements related to those licenses. FAS also monitors certain types of businesses to increase consumer safety and ensure proper charges for services. This includes setting rate caps for tows on private property, as well as ensuring that consumers are not overcharged due to an inaccurate device, such as a gas pump or a supermarket scanner or scale. As the central coordinator for City contracting, FAS establishes policies and procedures to ensure fair competition for City-funded construction projects and oversees programs to ensure everyone in the community has equal access to jobs and opportunities involving those projects. As part of these efforts, FAS administers the City's Priority Hire program to increase employment within the construction trades among women, people of color and those living in economically distressed ZIP codes. FAS also enforces animal-related ordinances, including the investigation of animal cruelty, neglect and abuse.

### Financial Services

FAS's City Finance Division (CFD) prioritizes sustained fiscal health for the City in balance with the goals set forth by the Mayor and the City Council. CFD accomplishes this by providing Citywide financial direction and cohesive policies to City departments. In addition, CFD manages the City's bond issuance and internal loan programs, administers City-levied taxes, oversees the City's retirement boards, invests City funds and issues reports on City financial activity. CFD ensures that City revenues are collected and that vendors and City employees are paid properly in a timely manner. As a partner with the City's Law Department, CFD administers the payment of claims and judgments for damages against the City. CFD also oversees City financial systems and partners with the Seattle Department of Human Resources to oversee the City's human resources system.

# Department of Finance and Administrative Services

## Operational Services

FAS designs, builds and maintains most City-owned buildings, including Seattle City Hall, the Seattle Municipal Tower, the Justice Center, the Joint Training Facility, 33 neighborhood fire stations and five police stations. When departments need to acquire property or when the City no longer has a purpose for a property, FAS is responsible for managing the acquisition or disposition of the property. FAS also maintains the City's vehicle fleet, which includes police patrol cars, fire engines and heavy equipment. FAS also negotiates purchasing contracts on behalf of all City departments and establishes purchasing guidelines for departments.

FAS's budget is split into the following eight functional areas:

- Capital Development and Construction Management (CDCM), which plans, designs and constructs accessible City facilities and spaces that are fiscally responsible, operationally sound and environmentally sustainable. CDCM's services include master use and facilities planning, new facility design and construction, building infrastructure, office buildout and renovations, Americans with Disabilities Act (ADA) compliance and space planning.
- Purchasing and Contracting, which manages rules, bids and contracts for products, supplies, equipment and services; maintains guidelines and procedures for consultant contracting; and administers public works contracting to ensure that all City departments adhere to the City's policy goals related to social equity and environmental stewardship.
- Facility Operations, which manages more than 105 public buildings and facilities covering 3 million square feet, including office space, parking garages, police and fire stations, community facilities and maintenance shops; procures leased space for City tenants when needed; plans and acquires new and expanded City facilities; and disposes of surplus City property.
- City Finance, which receives City revenue and provides Citywide financial services such as debt management, treasury, City investments, Citywide accounting, business licensing and tax administration, and risk management which includes claims settlements. City Finance also provides financial oversight of the Central Waterfront Improvement Fund, which funds the approximately \$700 million Waterfront Seattle project.
- Fleet Management, which buys and provides maintenance, motor pool and fueling services for more than 4,000 vehicles and heavy equipment while supporting environmentally sustainable fleet goals and practices as they relate to City climate goals.
- Regulatory Compliance and Consumer Protection, which provides a variety of regulatory services such as overseeing Seattle's taxicab, transportation network company and for-hire vehicle industry, and consumer protection services, such as the Weights and Measures program.
- Seattle Animal Shelter, which promotes public safety and animal welfare, enforces Seattle's laws regarding animals, runs animal sheltering and adoption programs, and manages a spay and neuter clinic, caring for about 5,500 animals per year including dogs, cats, chickens and goats.
- Office of Constituent Services, which provides the customer service interface for the City's constituents through the Customer Service Bureau and at eight customer service centers, responding to more than 210,000 constituent contacts each year in addition to overseeing ADA Title II and Washington state Public Records Act compliance.

Internal service operations in FAS are primarily supported through charges to City departments and, in some cases such as when the City leases space, by private businesses or individuals. FAS also collects certain fees specifically to pay for its services, such as the Seattle Animal Shelter Spay and Neuter Clinic, pet licensing, the Weights and Measures program and for-hire driver licenses. The General Fund supports certain FAS services, including administration of the City's taxes and business licensing services.

## Organizational Structure

In addition to the central FAS services mentioned above there are several budgetary units across the City for which FAS is not directly responsible for staffing or service provision but are housed within the FAS organizational



## Department of Finance and Administrative Services

structure. For these areas FAS works with City Budget Office to facilitate resource requests and financial plans when required. Those units are:

- Judgment and Claims, which provides for the payment of legal claims and suits brought against the City government.
- Jail Services, which provides for the booking, housing, transporting and guarding of City inmates who are adults charged with or convicted of misdemeanor crimes alleged to have been committed within city limits.
- Indigent Defense Services, which secures legal defense services, as required by state law, for indigent people facing criminal charges in Seattle Municipal Court.
- Transit Benefits, which pays for the transit benefits offered to City employees.

### Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
General Fund Support	45,189,212	48,312,438	48,397,557	51,287,682
Other Funding - Operating	356,197,208	249,049,323	245,967,269	261,876,541
<b>Total Operations</b>	<b>401,386,420</b>	<b>297,361,761</b>	<b>294,364,826</b>	<b>313,164,223</b>
<b>Capital Support</b>				
General Fund Support	84,595	100,000	-	-
Other Funding - Capital	69,088,084	35,255,361	35,086,131	33,128,577
<b>Total Capital</b>	<b>69,172,679</b>	<b>35,355,361</b>	<b>35,086,131</b>	<b>33,128,577</b>
<b>Total Appropriations</b>	<b>470,559,098</b>	<b>332,717,122</b>	<b>329,450,957</b>	<b>346,292,800</b>
Full-Time Equivalents Total*	632.50	597.00	597.00	610.00

\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

### Budget Overview

As an internal services department, the Department of Finance and Administrative Services (FAS) supports all City departments through its fleets, facilities, customer service, finance, contracting and purchasing functions. FAS bills many of its functions to other City departments through central rates and allocations. FAS also performs general government functions, like business licensing and tax collection, consumer protection, parking meter collections, and operation of the Seattle Animal Shelter, which are funded directly in the General Fund.

The 2020 Proposed Budget includes operating increases to support the Citywide environmental sustainability goals through additional funding for the Green Fleet Action Plan and administrative support for a new Heating Oil Tax. The budget also increases support for existing work including the recreational vehicle (RV) remediation pilot and the administration of the Waterfront Local Improvement (LID). It also provides resources and positions for the ongoing management of the City's Animal Shelter, financial and Human Resources software systems and the implementation of Statewide Initiative 1000 (I-1000). These additions include work funded through existing City resources and the conversion of temporary staff to ongoing positions, recognition of the ongoing nature of this work.

## Department of Finance and Administrative Services

In addition, there are technical changes that increase appropriations in FAS, including supporting real estate leases for departments with functions outside of City owned buildings. These technical changes are funded through appropriations in other City departments.

### **Delivering on the City's Climate and Environmental Goals**

In April 2018, Mayor Durkan issued Executive Order 2018-02, directing City departments to accelerate a transition to a clean and green City fleet and committing the City to a goal of achieving a fossil-fuel-free fleet by 2030. As part of this goal, the executive order directed FAS to update the City's Green Fleet Action Plan (GFAP) setting out how this goal will be met. The updated GFAP commits the City to an electric fleet for all vehicle purchases where a market ready option exists. Additionally, the City was among the first in the nation to order hybrid police patrol vehicles and will continue converting existing gas patrol vehicles to hybrid vehicles. Larger, diesel-powered vehicles such as fire engines and heavy machinery do not have suitable electric or hybrid options. The City will switch to renewable diesel fuel which burns 50% cleaner than regular diesel fuel.

Accordingly, the 2020 Proposed Budget includes funding across City departments to upgrade to electric vehicles and to start purchasing renewable diesel fuel. This new funding is in addition to the existing resources in the Endorsed 2020 budget for electric vehicle charging stations and is partially offset by savings from lower fuel usage.

In addition to Fleet electrification, in 2020 the Office of Sustainability and the Environment (OSE) will increase efforts to help Seattle households convert their energy supply away from inefficient and environmentally harmful oil heat through a new tax on oil heating suppliers. FAS will support the implementation and collection of this tax through the Business Licensing and Tax Administration Division. Please see the OSE budget pages for details on this program.

### **Supporting the Central Waterfront Redevelopment Project**

In 2012, City Council adopted Resolution 31399 endorsing an integrated funding plan for the Central Waterfront, including the formation of a Local Improvement District (LID) funded by property assessments. In January 2019, Council passed Ordinance 125762 to form the Waterfront LID. FAS provides support to The Office of the Waterfront in managing the administration of the overall project, including the LID. The final assessment amounts will be confirmed by Council in 2020 and will include assessments of City owned buildings. Therefore, the Proposed 2020 Budget adds resources for these assessments and the administration of the LID itself.

### **Removing Unsafe RVs from City Right-of-Way**

Through the Regulatory Compliance and Consumer Protection (RCCP) division, FAS manages the City's contract with Lincoln Towing for removal of vehicles from City right-of-way. In recent years, this program has included an increasing number of RVs that are inoperable and pose a public health hazard. Impounded RVs that are not collected by owners and are found to be a significant health hazard can be disposed of. Both the increase in the number of RVs being towed and an increase in the size of the City's program mean there will likely be more RVs disposed of in 2020 than in previous years, thus requiring additional resources.

### **Managing the City's Financial System**

The 2018 implementation of PeopleSoft 9.2 has given the City enhanced capabilities in effective and transparent financial management. As the lead department delivering on the effectiveness of the new financial system, FAS has additional needs in both accounting and systemwide management. The additional resources included in the 2020 Proposed Budget will provide increased benefits for the City's audited and public facing financial reports, as well as improving the consistency and accuracy of internal reporting for departments. The 2020 Proposed Budget also provides a sunset position to support to support scoping efforts and implementation of the Human Capital Management Project to replace Human Resources Information System (HRIS).

### **Implementing Statewide I-1000**

Initiative 1000 (I-1000) provides public agencies with the authority to establish and implement affirmative action programs to address the impacts Initiative 200 had on public education, employment opportunities and public

## Department of Finance and Administrative Services

contracting programs. Under I-1000, agencies now may establish affirmative action programs that allow setting and achieving goals for protected groups in terms of race, sex color, ethnicity or national origin. The purpose is to increase diversity within defined areas, such as contracting and employment, provided no quotas or set asides are used and there are other selection criteria used besides protected class status.

The City is committed to equity and inclusion within its contracting program, employee hiring and recruitment, and education opportunities for Seattle residents. The Proposed 2020 budget allocates resources to implement this initiative and to continue promoting and advancing our equity and inclusion objectives. This work includes a review of how the City's current policies and aspirational goals fit into initiative requirements, a Citywide disparity study, and development and implementation of any policy or procedural changes necessary to be in compliance with this initiative.

### **Maintaining Critical Infrastructure**

Investing in ongoing maintenance of City facilities is essential to ensure a smooth and safe working environment for employees and visitors. In 2020, FAS will continue work on two large capital projects in the Seattle Municipal Tower (SMT): the heating and air-conditioning system replacement, which began in 2018 and the elevator replacement project. The elevator replacement project will reach 100% design with funding to start in 2021. As the 2020-2025 Capital Improvement Program has been redesigned to reflect risk and uncertainty into project estimates, construction funding for this project will be refined and appropriated as part of next year's budget process.

FAS is also responsible for all of the City's public safety facilities and there are a number of existing capital projects for improvements and maintenance work across these buildings. For example, the funding in this budget adds resources to address ongoing maintenance needs at Fire Station 31.

### **Space and Lease Needs for City Departments**

In 2019, FAS created the Real Estate Services Division, which had previously been incorporated into the Facilities Services Division. This was created within existing budgets and positions. The creation of a new FAS division to specialize in real estate services reflects Mayor Durkan's interest in closer coordination and delivery of interdepartmental real estate strategy and related services. Along with other items managed by this division, the Proposed 2020 Budget includes technical adjustments to provide appropriations for external leases for Seattle Public Utilities and the Seattle Information Technology Department. Both leases were passed via Council action in 2019.

## Department of Finance and Administrative Services

### Incremental Budget Changes

#### Department of Finance and Administrative Services

	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>329,450,957</b>	<b>597.00</b>
<b>Baseline</b>		
Citywide Adjustments for Standard Cost Changes	599,954	-
FAS Baseline & Technical Adjustments	290,230	3.00
Q2 2019 Labor Changes 2020 Entry	-	5.00
<b>Proposed Operating</b>		
Green Fleet Action Plan Initiatives	2,223,000	-
Citywide Resource Needs for Waterfront Redevelopment LID assessment	2,100,000	-
Waterfront Redevelopment LID Administration	881,043	-
Resource Needs for RV Disposal	165,154	-
Expansion of the RV Remediation Program	200,000	-
Administrative Needs for OSE Heating Oil Tax	605,000	-
Resource Needs Post PeopleSoft (PS) 9.2 Implementation for Citywide Accounting Support	307,353	3.00
Judgment and Claims Trend Adjustment	5,000,000	-
Permit System Integration Support	214,174	-
Initiative 1000 Implementation	179,227	1.00
FAS Resource Needs for Human Capital Management (HCM) Project	161,091	1.00
A Permanent Pocket for Animal Shelter Veterinarian	-	1.00
Transfer FAS public disclosure office position to Mayor's Office	-	(1.00)
<b>Proposed Capital</b>		
Fire Station 31 Improvements	1,500,000	-
Seattle Municipal Tower Elevator Rehabilitation	(3,000,000)	-
2020 Departmental Space Planning	1,450,000	-
Municipal Energy Efficiency Program	(1,407,554)	-
<b>Proposed Technical</b>		
Departmental Space Lease Increases	489,000	-
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	5,446,260	-
2020 State Paid Family Medical Leave Increase Base Budget	83,345	-
Cost of Issuance and Debt Service BCL Adjustments	(145,433)	-
Technical Adjustment to FAS CIP Appropriation	(500,000)	-
<b>Total Incremental Changes</b>	<b>\$16,841,844</b>	<b>13.00</b>
<b>Total 2020 Proposed Budget</b>	<b>\$346,292,800</b>	<b>610.00</b>

# Department of Finance and Administrative Services

## Description of Incremental Budget Changes

### Baseline

#### **Citywide Adjustments for Standard Cost Changes**

Expenditures	\$599,954
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Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including Information Technology rates, Human Resources rates, health care, retirement and industrial insurance charges for the department. This adjustment also includes a transfer of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City's efforts to improve investigative processes and practices across City departments. While the internal service rates are final for 2020, the adjustments reflect initial assumptions about these costs and inflators early in the budget process.

#### **FAS Baseline & Technical Adjustments**

Expenditures	\$290,230
Position Allocation	3.00

In 2019, FAS reallocated existing staff to areas that have seen increased workload with the implementation of the PeopleSoft 9.2 system, particularly in the areas of enhanced procedure to pay (EP2P). The position movements were budget neutral. Baseline changes also provide net three position pockets to manage the City's ADA Title II compliance program and tax related rule making and outreach. Additional resources were provided for the financial needs of the Office of the Employee Ombud (OEO).

#### **Q2 2019 Labor Changes 2020 Entry**

Position Allocation	5.00
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In 2019, FAS added five position pockets in the second quarter supplemental ordinance. These resources addressed increased workload, providing accounting and budget support to small departments and executive offices, and to support the implementation of PeopleSoft 9.2 in the areas of purchasing, contracting, accounting and budget services.

### Proposed Operating

#### **Green Fleet Action Plan Initiatives**

Expenditures	\$2,223,000
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This item adds an additional budget of \$2.2 million to the FAS Fleet Capital Program to implement Mayor Durkan's Executive Order 2018-02: to reduce the City's fleet's greenhouse gas emissions by 50% by 2025 and be fossil fuel free by 2030. The corresponding increases to departmental budgets for these vehicle upgrades are \$1.8 million. An anticipated savings of \$407,000 from reduction in fuel costs are based on anticipated lower fuel usage and would fund the remaining needs.

#### **Citywide Resource Needs for Waterfront Redevelopment LID assessment**

Expenditures	\$2,100,000
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In January 2019, the City Council passed an ordinance forming the Waterfront Local Improvement District (LID). There are a number of City-owned buildings within the designated LID area that are required to pay the assessment. This item adds a one-time appropriation of \$2.1 million to FAS to fund the assessments on those buildings. This expenditure has been anticipated since the LID was proposed in 2012 and funding for these assessments has been held in reserve in the REET fund.

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## Waterfront Redevelopment LID Administration

Expenditures \$881,043

This item adds additional funding of \$881,043 for administrative expenses associated with the implementation of the Central Waterfront Local Improvement District (LID) in 2020. The 2020 LID budget is funded by the existing Central Waterfront Interfund loan prior to collection of LID assessments. This item will be funded with revenues from the LID assessments.

## Resource Needs for RV Disposal

Expenditures \$165,154

FAS is responsible for managing the City's contract for vehicle impound management services. This includes the impound and, if appropriate, the disposal of recreational vehicles (RVs) that pose a safety or health hazard. Due to an increase in both the volume and cost of RV disposal, additional funding is required in 2020 to maintain the program at 2019 levels. This increase will fund the disposal of RVs found at the locations currently covered by the City's RV remediation pilot and does not fund the expansion of the work. This is covered in a separate budget item.

## Expansion of the RV Remediation Program

Expenditures \$200,000

In addition to funding the existing RV disposal costs in FAS, this budget add provides funding of \$200,000 for the expansion of the impounded RV disposal program. This funding would provide additional funds for the expansion to additional sites that are not currently covered by the City's existing RV remediation program.

## Administrative Needs for OSE Heating Oil Tax

Expenditures \$605,000

As part of the City's ongoing work on climate change, the Office of Sustainability and the Environment (OSE) has created a new heating oil tax as an effective way to help Seattle households convert away from ineffective and environmentally damaging heating oil. As with all Seattle taxes, the City Finance division in FAS will provide support for the implementation and administration of this tax. This item provides both one-time and ongoing resources for this program.

## Resource Needs Post PeopleSoft (PS) 9.2 Implementation for Citywide Accounting Support

Expenditures \$307,353

Position Allocation 3.00

As the lead department in delivering on the effectiveness of PS 9.2, FAS has additional needs in both accounting and systemwide management. This item adds 3.0 FTE positions (two Principal Accountants and one Business Analyst) with new funding for two of the three positions within the City Finance Division. These positions will allow FAS to continue to manage both the core financial components of the system, but also coordinate business process improvements across the City.

## Judgment and Claims Trend Adjustment

Expenditures \$5,000,000

Revenues \$5,000,000

Starting in 2016, the Judgment and Claims (JC) fund expenditures have been showing a higher trend in the settlements and judgments in tort cases and an increase in the use of outside counsel. This trend continues through 2019 and is expected to remain high through 2020. In 2018, Resolution 31847 revised the JC policies and increased

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the budget appropriation based on actuarial reports. The goal is to achieve beginning a 50% confidence level of meeting actual expenditures in 2019, a 60% confidence level in 2020 and increases of 10% each year that achieve 90% confidence by 2023. This approach is expected to work long-term once the short-term higher trend levels out. An appropriation of \$5 million will meet the expenditure demands of this trend.

### Permit System Integration Support

Expenditures	\$214,174
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This item adds expenditure authority to FAS to cover its portion of new staffing added in Seattle Information Technology Department (Seattle IT) for the Permitting System Integration (PSI) project. See the Seattle IT budget book pages for more details on this program.

### Initiative 1000 Implementation

Expenditures	\$179,227
Position Allocation	1.00

In April 2019, the Washington State Legislature passed Initiative 1000 (I-1000) which gives public agencies the authority to establish and implement affirmative action programs to address inequities in public education, employment and contracting based on proven disparate treatment of certain protected classes. This funding adds 1.0 FTE Strategic Advisor II to coordinate the City's implementation of I-1000.

### FAS Resource Needs for Human Capital Management (HCM) Project

Expenditures	\$161,091
Position Allocation	1.00

This item funds a sunset Strategic Advisor 2 position (set to sunset the end of 2023) to support scoping efforts and implementation of the Human Capital Management Project to replace Human Resources Information System (HRIS). The Seattle Department of Human Resources (SDHR) is the lead department on this project, although FAS leads on the integration with the PeopleSoft 9.2 system. SDHR will reimburse FAS for this additional cost.

### A Permanent Pocket for Animal Shelter Veterinarian

Expenditures	-
Position Allocation	1.00

This item converts a temporary veterinarian position into a full-time permanent Veterinarian position. In 2017, the City Council approved a pilot program to provide additional in-house animal care, which was completed using a temporary position. This program has been successful in reducing wait times for animals requiring care, reducing transportation costs, and increasing vaccination rates and other care for animals at the shelter. The ongoing position allows Seattle Animal Shelter to continue providing this level of service within the existing budget.

### Transfer FAS public disclosure office position to Mayor's Office

Position Allocation	(1.00)
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Between 2015 and 2018, the number of public records requests (PDR) received by the Mayor's Office has more than doubled from 99 in 2015 to 223 in 2018. This budget transfers an existing 1.0 FTE Strategic Advisor 2 Exempt position, currently supporting Mayor's Office PDR requests, from the Department of Finance and Administrative Services to the Mayor's Office. This transfer, as well as an additional PDR position increase in the Mayor's Office, will better align PDR staff with department work.

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## Proposed Capital

### **Fire Station 31 Improvements**

Expenditures \$1,500,000

This item adds \$1.5 million of Real Estate Excise Tax (REET) to the existing Fire Station 31 Capital Improvements project. This project was initially to fund the bunker gear storage room in the basement of the building. During the design and bidding phase for this project additional needs at the station were identified. This additional funding provides resources to ensure the long-term functioning of Fire Station 31. An assessment of the final project scope is underway but it is clear that significant additional funding will be needed.

### **Seattle Municipal Tower Elevator Rehabilitation**

Expenditures \$(3,000,000)

The 2018-2023 CIP provided preliminary estimates for the SMT elevator replacement project prior to pre-design. After completion of pre-design the cost and timing estimates have been updated. The revised schedule funds design at \$1 million in 2020, with estimated overall project costs between \$28 million to \$32 million needed in 2020-2023.

### **2020 Departmental Space Planning**

Expenditures \$1,450,000

This item adds Real Estate Excise Tax (REET) and Street Vacation Fee funding in 2020 to fund space renovations in the Seattle Municipal Tower (SMT) with the goal of helping departments move back into, or stay, in City owned buildings. This funding will be used to renovate space with potential projects including relocating the Office of Labor Standards (OLS) from their current leased space and expanding the current Community Police Commission (CPC) space in SMT. Locating departments inside City owned space is more efficient as FAS manages and operates the buildings, and departmental rents are lower.

### **Municipal Energy Efficiency Program**

Expenditures \$(1,407,554)

This change transfers the Municipal Energy Efficiency Program (MEEP) funding to Seattle Center and Seattle Parks and Recreation for 2020. Previously, this funding was budgeted centrally in the FAS capital budget. The MEEP program is managed by the Office of Sustainability and Environment in support of the City's goal to reduce building energy use.

## Proposed Technical

### **Departmental Space Lease Increases**

Expenditures \$489,000

This item increases FAS appropriation by \$489,000 to pay the costs for an external space lease for Seattle Public Utilities (SPU) and Seattle Information Technology Department (ITD). The funding for this change is from each of these departments and this technical adjustment gives FAS the appropriation authority to pay the external leases.

### **2020 Coalition and Non-Rep Annual Wage Increase Base Budget**

Expenditures \$5,446,260

This centrally administered change adjusts appropriations to reflect the Annual Wage Increase, as outlined in the tentative agreement between the City and the Coalition of Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor.



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### 2020 State Paid Family Medical Leave Increase Base Budget

Expenditures \$83,345

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the tentative agreement with the Coalition of Unions moves a portion of the cost responsibility to the employee in 2020, with the City paying the remainder. This item increases appropriations to account for the City's obligation for all employees.

### Cost of Issuance and Debt Service BCL Adjustments

Expenditures \$(145,433)

This item adjusts the General Bond Interest Redemption Fund (BIRF) to reflect the actual debt service payments out of the BIRF for 2020. These changes are primarily driven by the Build America Bonds tax credit. This change request also trues up the cost of issuance out of the 2020 bond funds (Tax Exempt and Taxable) to reflect the updated issuance amounts. Refer to the individual department budget pages for more information on projects using debt financing.

### Technical Adjustment to FAS CIP Appropriation

Expenditures \$(500,000)

This item is a technical correction to the FAS Information Technology System Initiatives to align the 2020 appropriations with the 2020 - 2025 Capital Improvement Plan. There are no changes to the planned capital project, but this change updates the 2020 Proposed Budget to align with changes made during the 2019-2020 budget development process.

## Department of Finance and Administrative Services

### Expenditure Overview

Appropriations	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>FAS - BC-FA-A1IT - Information Technology</b>				
36200 - 2015 Multipurpose LTGO Bond Fund	130,159	-	-	-
36300 - 2016 Multipurpose LTGO Bond Fund	117,406	-	-	-
36400 - 2017 Multipurpose LTGO Bond Fund	3,838,798	-	-	-
36500 - 2018 Multipurpose LTGO Bond Fund	9,690,508	-	-	-
36600 - 2019 Multipurpose LTGO Bond Fund	-	1,333,000	-	-
36700 - 2020 Multipurpose LTGO Bond Fund	-	-	1,970,000	1,470,000
50300 - Finance and Administrative Services Fund	7,861,084	-	-	-
<b>Total for BSL: BC-FA-A1IT</b>	<b>21,637,955</b>	<b>1,333,000</b>	<b>1,970,000</b>	<b>1,470,000</b>
<b>FAS - BC-FA-ADAIMPR - ADA Improvements</b>				
30010 - REET I Capital Fund	259,204	750,000	750,000	750,000
<b>Total for BSL: BC-FA-ADAIMPR</b>	<b>259,204</b>	<b>750,000</b>	<b>750,000</b>	<b>750,000</b>
<b>FAS - BC-FA-APSCH1FAC - Asset Preservation - Schedule 1 Facilities</b>				
30010 - REET I Capital Fund	2,061,986	6,100,000	1,400,000	1,400,000
36600 - 2019 Multipurpose LTGO Bond Fund	-	3,500,000	-	-
36700 - 2020 Multipurpose LTGO Bond Fund	-	-	11,000,000	8,000,000
50322 - Facility Asset Preservation Fund	1,921,083	2,152,000	2,152,000	2,152,000
<b>Total for BSL: BC-FA-APSCH1FAC</b>	<b>3,983,069</b>	<b>11,752,000</b>	<b>14,552,000</b>	<b>11,552,000</b>
<b>FAS - BC-FA-APSCH2FAC - Asset Preservation - Schedule 2 Facilities</b>				
30010 - REET I Capital Fund	-	1,600,000	3,000,000	3,000,000
50322 - Facility Asset Preservation Fund	1,596,746	1,848,000	1,848,000	1,848,000
<b>Total for BSL: BC-FA-APSCH2FAC</b>	<b>1,596,746</b>	<b>3,448,000</b>	<b>4,848,000</b>	<b>4,848,000</b>
<b>FAS - BC-FA-APSHPYRD - Shops and Yard AP</b>				
50322 - Facility Asset Preservation Fund	12,437	-	-	-
<b>Total for BSL: BC-FA-APSHPYRD</b>	<b>12,437</b>	-	-	-
<b>FAS - BC-FA-APSMT - SMT Asset Preservation</b>				
50322 - Facility Asset Preservation Fund	13,197	-	-	-

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<b>Total for BSL: BC-FA-APSMT</b>	<b>13,197</b>	-	-	-
 <b>FAS - BC-FA-EXTPROJ - FAS Oversight-External Projects</b>				
00100 - General Fund	84,595	-	-	-
00164 - Unrestricted Cumulative Reserve Fund	12,185	-	-	-
30010 - REET I Capital Fund	1,429,020	2,500,000	2,500,000	1,092,446
<b>Total for BSL: BC-FA-EXTPROJ</b>	<b>1,525,800</b>	<b>2,500,000</b>	<b>2,500,000</b>	<b>1,092,446</b>
 <b>FAS - BC-FA-FASPDS - FAS Project Delivery Services</b>				
50300 - Finance and Administrative Services Fund	4,409,358	3,500,000	3,500,000	3,500,000
<b>Total for BSL: BC-FA-FASPDS</b>	<b>4,409,358</b>	<b>3,500,000</b>	<b>3,500,000</b>	<b>3,500,000</b>
 <b>FAS - BC-FA-GARDENREM - Garden of Remembrance</b>				
00164 - Unrestricted Cumulative Reserve Fund	27,675	28,394	29,218	29,218
<b>Total for BSL: BC-FA-GARDENREM</b>	<b>27,675</b>	<b>28,394</b>	<b>29,218</b>	<b>29,218</b>
 <b>FAS - BC-FA-GOVTFAC - General Government Facilities - General</b>				
00100 - General Fund	-	100,000	-	-
00164 - Unrestricted Cumulative Reserve Fund	-	-	-	250,000
30010 - REET I Capital Fund	4,813,699	8,144,000	3,550,000	4,750,000
30020 - REET II Capital Fund	984,872	-	-	-
34440 - 2003 Fire Facilities Levy Fund	-	406,000	-	-
36300 - 2016 Multipurpose LTGO Bond Fund	81,870	-	-	-
50300 - Finance and Administrative Services Fund	20,168,643	-	-	-
<b>Total for BSL: BC-FA-GOVTFAC</b>	<b>26,049,083</b>	<b>8,650,000</b>	<b>3,550,000</b>	<b>5,000,000</b>
 <b>FAS - BC-FA-MAINTSHYD - Maintenance Shops and Yards</b>				
30010 - REET I Capital Fund	90,435	-	-	-
<b>Total for BSL: BC-FA-MAINTSHYD</b>	<b>90,435</b>	-	-	-
 <b>FAS - BC-FA-NBFIRE - Neighborhood Fire Stations</b>				
30010 - REET I Capital Fund	3,719,411	3,393,967	3,386,913	3,386,913
34440 - 2003 Fire Facilities Levy Fund	218,324	-	-	-
35700 - 2013 Multipurpose LTGO Bond Fund	5,009	-	-	-
36200 - 2015 Multipurpose LTGO Bond Fund	59,537	-	-	-

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36300 - 2016 Multipurpose LTGO Bond Fund	22,250	-	-	-
36400 - 2017 Multipurpose LTGO Bond Fund	121,007	-	-	-
36500 - 2018 Multipurpose LTGO Bond Fund	400,000	-	-	-
<b>Total for BSL: BC-FA-NBHFIRE</b>	<b>4,545,538</b>	<b>3,393,967</b>	<b>3,386,913</b>	<b>3,386,913</b>
 <b>FAS - BC-FA-PRELIMENG - Preliminary Engineering</b>				
30010 - REET I Capital Fund	18,735	-	-	-
<b>Total for BSL: BC-FA-PRELIMENG</b>	<b>18,735</b>	-	-	-
 <b>FAS - BC-FA-PSFACFIRE - Public Safety Facilities Fire</b>				
30010 - REET I Capital Fund	1,021,507	-	-	1,500,000
36300 - 2016 Multipurpose LTGO Bond Fund	81,993	-	-	-
36400 - 2017 Multipurpose LTGO Bond Fund	1,373,153	-	-	-
50300 - Finance and Administrative Services Fund	93,795	-	-	-
<b>Total for BSL: BC-FA-PSFACFIRE</b>	<b>2,570,448</b>	-	-	<b>1,500,000</b>
 <b>FAS - BC-FA-PSFACPOL - Publ Safety Facilities Police</b>				
30010 - REET I Capital Fund	2,163,393	-	-	-
36300 - 2016 Multipurpose LTGO Bond Fund	269,605	-	-	-
<b>Total for BSL: BC-FA-PSFACPOL</b>	<b>2,432,998</b>	-	-	-
 <b>FAS - BO-FA-BIALID - BIA-LID Administration</b>				
19811 - BIA - Pioneer Square	730,788	-	-	-
19815 - BIA - Columbia City	67,886	-	-	-
19825 - BIA - Seattle Tourism	8,674,855	-	-	-
19830 - BIA - Capitol Hill	248,706	-	-	-
19840 - BIA - West Seattle	472,191	-	-	-
19845 - BIA - Ballard	492,070	-	-	-
19855 - BIA - Metropolitan	10,798,225	-	-	-
19857 - BIA - SODO	979,599	-	-	-
19880 - BIA - Chinatown-ID	180,933	-	-	-
19890 - BIA - U District	958,331	-	-	-
35030 - LID #6750 SLU - Assessments	1,357,459	-	-	-
<b>Total for BSL: BO-FA-BIALID</b>	<b>24,961,044</b>	-	-	-
 <b>FAS - BO-FA-BUDCENTR - Leadership and Administration</b>				

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50300 - Finance and Administrative Services Fund	4,516	-	-	-
<b>Total for BSL: BO-FA-BUDCENTR</b>	<b>4,516</b>	-	-	-
 <b>FAS - BO-FA-CDCM - Capital Dev and Const Mgmt</b>				
50300 - Finance and Administrative Services Fund	-	-	-	-
<b>Total for BSL: BO-FA-CDCM</b>	-	-	-	-
 <b>FAS - BO-FA-CITYFINAN - City Finance</b>				
00100 - General Fund	5,986,513	5,796,629	5,831,235	6,821,741
50300 - Finance and Administrative Services Fund	22,817,471	24,191,050	22,393,305	23,649,860
<b>Total for BSL: BO-FA-CITYFINAN</b>	<b>28,803,983</b>	<b>29,987,679</b>	<b>28,224,540</b>	<b>30,471,601</b>
 <b>FAS - BO-FA-CITYSVCS - City Services</b>				
50300 - Finance and Administrative Services Fund	5,354,372	3,886,890	3,239,913	3,828,182
<b>Total for BSL: BO-FA-CITYSVCS</b>	<b>5,354,372</b>	<b>3,886,890</b>	<b>3,239,913</b>	<b>3,828,182</b>
 <b>FAS - BO-FA-CJ000 - Judgment &amp; Claims Claims</b>				
00126 - Judgment/Claims Fund	1,155,222	3,524,179	3,524,179	3,524,179
<b>Total for BSL: BO-FA-CJ000</b>	<b>1,155,222</b>	<b>3,524,179</b>	<b>3,524,179</b>	<b>3,524,179</b>
 <b>FAS - BO-FA-CPCS - City Purchasing and Contracting Services</b>				
50300 - Finance and Administrative Services Fund	8,500,868	10,773,825	9,965,258	10,903,525
<b>Total for BSL: BO-FA-CPCS</b>	<b>8,500,868</b>	<b>10,773,825</b>	<b>9,965,258</b>	<b>10,903,525</b>
 <b>FAS - BO-FA-DEBTBIRF - Bond Interest and Redemption</b>				
20130 - LTGO Bond Interest and Redemption Fund	90,120,836	2,414,305	2,345,447	2,353,798
20139 - PPM Loan Repayment Fund	437,500	-	-	-
<b>Total for BSL: BO-FA-DEBTBIRF</b>	<b>90,558,336</b>	<b>2,414,305</b>	<b>2,345,447</b>	<b>2,353,798</b>
 <b>FAS - BO-FA-DEBTISS-L - Debt Issuance Cost - LTGO</b>				
36500 - 2018 Multipurpose LTGO Bond Fund	107,823	-	-	-
36510 - 2018 LTGO Taxable Bond Fund	289,432	-	-	-
36600 - 2019 Multipurpose LTGO Bond Fund	-	1,265,729	-	-
36610 - 2019 LTGO Taxable Bond Fund	-	330,000	-	-
36700 - 2020 Multipurpose LTGO Bond Fund	-	-	2,001,814	1,308,030
36710 - 2020 LTGO Taxable Bond Fund	-	-	51,750	591,750

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<b>Total for BSL: BO-FA-DEBTISS-L</b>	<b>397,255</b>	<b>1,595,729</b>	<b>2,053,564</b>	<b>1,899,780</b>
 <b>FAS - BO-FA-DEBTUTGO - UTGO Debt Service</b>				
20140 - UTGO Bond Interest Redemption Fund	30,375,700	22,768,800	22,761,750	22,761,750
<b>Total for BSL: BO-FA-DEBTUTGO</b>	<b>30,375,700</b>	<b>22,768,800</b>	<b>22,761,750</b>	<b>22,761,750</b>
 <b>FAS - BO-FA-FACILITY - Facilities Services</b>				
00100 - General Fund	769,699	-	-	-
50300 - Finance and Administrative Services Fund	73,731,197	81,590,548	80,281,887	81,620,379
<b>Total for BSL: BO-FA-FACILITY</b>	<b>74,500,895</b>	<b>81,590,548</b>	<b>80,281,887</b>	<b>81,620,379</b>
 <b>FAS - BO-FA-FILELOC - FileLocal Agency</b>				
67600 - FileLocal Agency Fund	362,469	404,913	410,358	435,958
<b>Total for BSL: BO-FA-FILELOC</b>	<b>362,469</b>	<b>404,913</b>	<b>410,358</b>	<b>435,958</b>
 <b>FAS - BO-FA-FLEETCAP - Fleet Capital Program</b>				
50321 - Fleet Capital Fund	20,865,585	21,829,848	21,829,848	24,052,848
<b>Total for BSL: BO-FA-FLEETCAP</b>	<b>20,865,585</b>	<b>21,829,848</b>	<b>21,829,848</b>	<b>24,052,848</b>
 <b>FAS - BO-FA-FLEETS - Fleet Services</b>				
50300 - Finance and Administrative Services Fund	35,276,708	40,907,772	41,570,561	42,917,632
<b>Total for BSL: BO-FA-FLEETS</b>	<b>35,276,708</b>	<b>40,907,772</b>	<b>41,570,561</b>	<b>42,917,632</b>
 <b>FAS - BO-FA-INDGTDEF - Indigent Defense Services</b>				
00100 - General Fund	8,492,052	9,610,245	9,606,689	9,606,474
<b>Total for BSL: BO-FA-INDGTDEF</b>	<b>8,492,052</b>	<b>9,610,245</b>	<b>9,606,689</b>	<b>9,606,474</b>
 <b>FAS - BO-FA-JAILSVCS - Jail Services</b>				
00100 - General Fund	18,628,383	18,546,192	18,539,147	18,539,147
<b>Total for BSL: BO-FA-JAILSVCS</b>	<b>18,628,383</b>	<b>18,546,192</b>	<b>18,539,147</b>	<b>18,539,147</b>
 <b>FAS - BO-FA-JR000 - Judgment &amp; Claims Litigation</b>				
00126 - Judgment/Claims Fund	23,711,933	16,886,561	18,486,561	23,486,561
<b>Total for BSL: BO-FA-JR000</b>	<b>23,711,933</b>	<b>16,886,561</b>	<b>18,486,561</b>	<b>23,486,561</b>
 <b>FAS - BO-FA-JR010 - Judgment &amp; Claims General Legal</b>				
00126 - Judgment/Claims Fund	20,495	88,321	88,321	88,321
<b>Total for BSL: BO-FA-JR010</b>	<b>20,495</b>	<b>88,321</b>	<b>88,321</b>	<b>88,321</b>
 <b>FAS - BO-FA-JR020 - Judgment &amp; Claims Police Action</b>				
00126 - Judgment/Claims Fund	1,351,864	1,120,918	1,120,918	1,120,918

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<b>Total for BSL: BO-FA-JR020</b>	<b>1,351,864</b>	<b>1,120,918</b>	<b>1,120,918</b>	<b>1,120,918</b>
 <b>FAS - BO-FA-OCS - Office of Constituent Services</b>				
50300 - Finance and Administrative Services Fund	5,493,419	6,728,148	6,718,176	7,056,906
<b>Total for BSL: BO-FA-OCS</b>	<b>5,493,419</b>	<b>6,728,148</b>	<b>6,718,176</b>	<b>7,056,906</b>
 <b>FAS - BO-FA-RCCP - Regulatory Compliance and Consumer Protection</b>				
00100 - General Fund	6,470,714	8,503,788	8,550,023	9,601,070
50300 - Finance and Administrative Services Fund	3,012,000	-	-	-
<b>Total for BSL: BO-FA-RCCP</b>	<b>9,482,714</b>	<b>8,503,788</b>	<b>8,550,023</b>	<b>9,601,070</b>
 <b>FAS - BO-FA-SAS - Seattle Animal Shelter</b>				
00100 - General Fund	4,841,853	5,855,584	5,870,463	6,719,249
15260 - Animal Shelter Donation Fund	438,794	-	-	-
<b>Total for BSL: BO-FA-SAS</b>	<b>5,280,647</b>	<b>5,855,584</b>	<b>5,870,463</b>	<b>6,719,249</b>
 <b>FAS - BO-FA-TRNSTBNFT - Transit Benefit</b>				
63000 - Transit Benefit Fund	6,155,790	6,663,000	7,113,000	7,113,000
<b>Total for BSL: BO-FA-TRNSTBNFT</b>	<b>6,155,790</b>	<b>6,663,000</b>	<b>7,113,000</b>	<b>7,113,000</b>
 <b>FAS - BO-FA-WATERFRNT - Central Waterfront Improvement Program Financial Support</b>				
35900 - Central Waterfront Improvement Fund	943,672	2,049,092	443,919	3,435,569
<b>Total for BSL: BO-FA-WATERFRNT</b>	<b>943,672</b>	<b>2,049,092</b>	<b>443,919</b>	<b>3,435,569</b>
 <b>FAS - BO-FA-WHLCHR - Wheelchair Accessible Services</b>				
12100 - Wheelchair Accessible Fund	708,500	1,625,424	1,620,305	1,627,375
<b>Total for BSL: BO-FA-WHLCHR</b>	<b>708,500</b>	<b>1,625,424</b>	<b>1,620,305</b>	<b>1,627,375</b>
 <b>Department Total</b>				
	<b>470,559,098</b>	<b>332,717,122</b>	<b>329,450,957</b>	<b>346,292,800</b>
 <b>Department Full-Time Equivalents Total*</b>				
	<b>632.50</b>	<b>597.00</b>	<b>597.00</b>	<b>610.00</b>

*\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

## Department of Finance and Administrative Services

### Budget Summary by Fund Department of Finance and Administrative Services

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
00100 - General Fund	45,273,807	48,412,438	48,397,557	51,287,682
00126 - Judgment/Claims Fund	26,239,513	21,619,979	23,219,979	28,219,979
00164 - Unrestricted Cumulative Reserve Fund	39,860	28,394	29,218	279,218
12100 - Wheelchair Accessible Fund	708,500	1,625,424	1,620,305	1,627,375
15260 - Animal Shelter Donation Fund	438,794	-	-	-
19811 - BIA - Pioneer Square	730,788	-	-	-
19815 - BIA - Columbia City	67,886	-	-	-
19825 - BIA - Seattle Tourism	8,674,855	-	-	-
19830 - BIA - Capitol Hill	248,706	-	-	-
19840 - BIA - West Seattle	472,191	-	-	-
19845 - BIA - Ballard	492,070	-	-	-
19855 - BIA - Metropolitan	10,798,225	-	-	-
19857 - BIA - SODO	979,599	-	-	-
19880 - BIA - Chinatown-ID	180,933	-	-	-
19890 - BIA - U District	958,331	-	-	-
20130 - LTGO Bond Interest and Redemption Fund	90,120,836	2,414,305	2,345,447	2,353,798
20139 - PPM Loan Repayment Fund	437,500	-	-	-
20140 - UTGO Bond Interest Redemption Fund	30,375,700	22,768,800	22,761,750	22,761,750
30010 - REET I Capital Fund	15,577,390	22,487,967	14,586,913	15,879,359
30020 - REET II Capital Fund	984,872	-	-	-
34440 - 2003 Fire Facilities Levy Fund	218,324	406,000	-	-
35030 - LID #6750 SLU - Assessments	1,357,459	-	-	-
35700 - 2013 Multipurpose LTGO Bond Fund	5,009	-	-	-
35900 - Central Waterfront Improvement Fund	943,672	2,049,092	443,919	3,435,569
36200 - 2015 Multipurpose LTGO Bond Fund	189,696	-	-	-
36300 - 2016 Multipurpose LTGO Bond Fund	573,124	-	-	-
36400 - 2017 Multipurpose LTGO Bond Fund	5,332,958	-	-	-
36500 - 2018 Multipurpose LTGO Bond Fund	10,198,331	-	-	-
36510 - 2018 LTGO Taxable Bond Fund	289,432	-	-	-
36600 - 2019 Multipurpose LTGO Bond Fund	-	6,098,729	-	-
36610 - 2019 LTGO Taxable Bond Fund	-	330,000	-	-
36700 - 2020 Multipurpose LTGO Bond Fund	-	-	14,971,814	10,778,030
36710 - 2020 LTGO Taxable Bond Fund	-	-	51,750	591,750
50300 - Finance and Administrative Services Fund	186,723,430	171,578,233	167,669,099	173,476,484
50321 - Fleet Capital Fund	20,865,585	21,829,848	21,829,848	24,052,848



## Department of Finance and Administrative Services

50322 - Facility Asset Preservation Fund	3,543,463	4,000,000	4,000,000	4,000,000
63000 - Transit Benefit Fund	6,155,790	6,663,000	7,113,000	7,113,000
67600 - FileLocal Agency Fund	362,469	404,913	410,358	435,958
<b>Budget Totals for FAS</b>	<b>470,559,098</b>	<b>332,717,122</b>	<b>329,450,957</b>	<b>346,292,800</b>

## Department of Finance and Administrative Services

### Revenue Overview

#### 2020 Estimated Revenues

Account Code	Account Name	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
318030	Business & Occup Tax Penalties	2,249,704	-	-	-
318040	Business & Occup Tax Interest	356,916	-	-	-
321010	Bus Lic&Perm-Police Alrm Mon	1,606,430	785,000	785,000	785,000
321020	Bus Lic&Perm-Prof/Occup	517,002	1,704,364	2,067,990	2,067,990
321030	BUS LIC&PERM	434,535	606,343	606,343	606,343
321040	Bus Lic&Perm-For Hire Driver	87,610	192,905	192,905	192,905
321050	Bus Lic&Perm-Tran Net Co Fee	3,414,351	2,128,407	2,128,407	2,128,407
321060	Bus Lic&Perm-Tow Oper/Comp	13,575	8,250	8,250	8,250
321070	Bus Lic&Perm-Panoram	1,045	3,750	3,750	3,750
321080	Bus Lic&Perm-Bus Penalties	53,088	171,000	171,000	171,000
321900	Bus Lic&Perm-Other	357,318	97,500	97,500	97,500
322130	Nonbus Lic&Perm-Cats	392,063	430,379	441,882	441,882
322140	Nonbus Lic&Perm-Dog	1,272,520	1,293,463	1,329,309	1,329,309
322200	Nonbus Lic&Perm-Lt Fees Taxi	2,195	-	-	-
322210	Nonbus Lic&Perm-Fines Taxi	33,337	15,198	15,198	15,198
322230	Nonbus Lic&Perm-Tow Late Fees	375	-	-	-
322900	Nonbus Lic&Perm-Other	640	-	-	-
337080	Other Private Contrib & Dons	(25)	-	-	-
341060	Photocopy Svcs	4	-	-	-
341200	Scanning Systems License	92,181	143,497	143,497	143,497
341210	St Wts & Meas Dev Reg Fees	76,740	99,955	99,955	99,955
341220	Animal Control Admin Fees	30,127	40,405	40,405	40,405
341230	Adoption Fees	97,493	54,275	54,275	54,275
341240	Kennel Fees	41,588	31,847	31,847	31,847
341250	Spay & Neuter Fees	268,033	403,774	403,774	403,774
341260	Surrender Fees	-	12,692	12,692	12,692
341270	Real Estate Svc Charges	815	-	-	-
341360	Fees	11,400	20,000	20,000	20,000
341370	Fees - Limo Inspections	31,650	37,000	37,000	37,000
341380	Fees - Limo Payments From St	250,000	240,000	240,000	240,000
341900	General Government-Other Rev	956,483	139,188	139,188	139,188
343320	Recoveries-Sundry	151,948	-	-	-
348120	Isf-Fas Alloc	20,550	21,064	21,717	21,717
350090	City Litigation Recoveries	120,195	-	-	-
350170	Penalties On Deliquent Recs	88,436	-	-	-

## Department of Finance and Administrative Services

350190	Nsf Check Fees	20	-	-	-
360540	Cashiers Overages & Shortages	385	-	-	-
360750	Misc Reimb Adj-Pers & Other	102,047	-	-	-
360900	Miscellaneous Revs-Other Rev	2,501,455	380,744	435,395	964,395
<b>Total Revenues for: 00100 - General Fund</b>		<b>15,634,230</b>	<b>9,061,000</b>	<b>9,527,279</b>	<b>10,056,279</b>
341180	Legal Service Fees	564,311	-	-	-
343310	Recoveries	250	-	-	-
350060	Time Payments	25	-	-	-
350090	City Litigation Recoveries	14,554	-	-	-
350190	Nsf Check Fees	40	-	-	-
360420	Other Judgments & Settlements	8,886,305	14,858,125	14,858,125	14,858,125
397010	Operating Transfers In	20,000,000	6,761,854	8,361,854	13,361,854
<b>Total Revenues for: 00126 - Judgment/Claims Fund</b>		<b>29,465,485</b>	<b>21,619,979</b>	<b>23,219,979</b>	<b>28,219,979</b>
400000	Use of/Contribution to Fund Balance	(3,225,972)	-	-	-
<b>Total Resources for:00126 - Judgment/Claims Fund</b>		<b>26,239,513</b>	<b>21,619,979</b>	<b>23,219,979</b>	<b>28,219,979</b>
321030	BUS LIC&PERM	214,678	-	-	-
321050	Bus Lic&Perm-Tran Net Co Fee	2,438,822	2,615,900	2,615,900	2,615,900
<b>Total Revenues for: 12100 - Wheelchair Accessible Fund</b>		<b>2,653,500</b>	<b>2,615,900</b>	<b>2,615,900</b>	<b>2,615,900</b>
400000	Use of/Contribution to Fund Balance	(1,945,000)	(990,476)	(995,595)	(988,525)
<b>Total Resources for:12100 - Wheelchair Accessible Fund</b>		<b>708,500</b>	<b>1,625,424</b>	<b>1,620,305</b>	<b>1,627,375</b>
332020	Build America Bonds Subsidy Pa	503,016	-	-	-
360310	Lt Space/Facilities Leases	348,735	-	-	-
360900	Miscellaneous Revs-Other Rev	1,675,221	-	-	-
397010	Operating Transfers In	88,156,118	-	-	-
<b>Total Revenues for: 20130 - LTGO Bond Interest and Redemption Fund</b>		<b>90,683,090</b>	-	-	-
360900	Miscellaneous Revs-Other Rev	480,168	-	-	-
<b>Total Revenues for: 20139 - PPM Loan Repayment Fund</b>		<b>480,168</b>	-	-	-
360390	Proceeds From Sale Of Assets	47,000	-	-	-
360900	Miscellaneous Revs-Other Rev	59,700	-	-	-
<b>Total Revenues for: 34440 - 2003 Fire Facilities Levy Fund</b>		<b>106,700</b>	-	-	-
391010	G.O.Bond Proceeds	8,120,000	-	-	-

## Department of Finance and Administrative Services

391080	Premium On Gen Obl Bonds	1,071,055	-	-	-
<b>Total Revenues for: 36500 - 2018</b>		<b>9,191,055</b>	-	-	-
<b>Multipurpose LTGO Bond Fund</b>					
341010	Warehousing Svcs	-	1,273,993	1,281,792	1,277,718
341060	Photocopy Svcs	1	-	-	-
341090	Sales Of Merchandise	154,016	90,000	90,000	90,000
341150	Private Reimbursements	-	20,000	20,000	20,000
341270	Real Estate Svc Charges	-	467,877	473,201	472,037
341300	Administrative Fees & Charges	205,707	31,841,398	29,811,147	31,650,259
341330	Custodial/Janitor/Security	-	104,030	104,030	104,030
342140	Mail Messenger Service Fees	-	1,286,556	1,297,558	1,295,094
343010	Architect/Engineering Svc Chrg	24,539,427	3,500,000	3,500,000	3,500,000
343320	Recoveries-Sundry	6,473	200,000	200,000	200,000
344020	Vehicle & Equipment Repair	-	19,007,406	19,255,633	19,193,000
344030	Fuel Sales	-	10,533,404	10,557,392	8,435,383
344140	Sale Of Parts	-	7,315,173	7,490,738	7,490,738
344900	Transportation-Other Rev	-	200,000	200,000	200,000
348120	Isf-Fas Alloc	112,994,242	1,530,897	1,487,081	1,342,631
348130	Isf-Fas Fleets Maint	13,643,982	-	-	-
348140	Isf-Fas Fleets Fuel	7,750,855	-	-	-
348150	Isf-Fas Fleets	13,155,620	-	-	-
350190	Nsf Check Fees	60	-	-	-
360020	Inv Earn-Residual Cash	-	223,500	223,500	223,500
360270	Vehicle Equipment Leases	-	1,449,279	1,468,786	1,465,581
360290	Parking Fees	1,953,329	4,606,336	4,606,336	4,606,336
360300	St Space Facilities Rentals	9,650	-	-	55,584,854
360310	Lt Space/Facilities Leases	2,341,536	1,341,299	1,303,353	1,303,353
360350	Other Rents & Use Charges	885,885	11,000	11,000	11,000
360380	Sale Of Junk Or Salvage	18,753	-	-	-
360390	Proceeds From Sale Of Assets	28,146	-	-	-
360420	Other Judgments & Settlements	400,007	-	-	-
360540	Cashiers Overages & Shortages	61	-	-	-
360680	Motor Pool Revenue	-	902,590	911,196	908,952
360690	Building/Oth Space Rent	32,759	11,125,104	11,125,104	12,955,006
360700	INACTIVE	-	56,415,865	55,848,053	-
360750	Misc Reimb Adj-Pers & Other	2,897	-	-	-
360900	Miscellaneous Revs-Other Rev	2,854,250	2,546,441	2,548,098	2,299,098
397010	Operating Transfers In	-	14,001,043	13,045,631	14,427,939
397200	Interfund Revenue	7,444,032	-	-	-
<b>Total Revenues for: 50300 - Finance and Administrative Services Fund</b>		<b>188,421,686</b>	<b>169,993,191</b>	<b>166,859,630</b>	<b>169,056,510</b>

## Department of Finance and Administrative Services

400000	Use of/Contribution to Fund Balance	(1,698,256)	1,585,042	809,469	4,419,974
<b>Total Resources for:50300 - Finance and Administrative Services Fund</b>		<b>186,723,430</b>	<b>171,578,233</b>	<b>167,669,099</b>	<b>173,476,484</b>
348150	Isf-Fas Fleets	18,036,848	-	-	-
360270	Vehicle Equipment Leases	-	17,717,579	18,708,020	20,884,656
360390	Proceeds From Sale Of Assets	1,745,064	-	-	1,295,555
360900	Miscellaneous Revs-Other Rev	1,401,942	-	-	-
395030	Sales Of Other Fixed Assets	69,000	-	-	-
<b>Total Revenues for: 50321 - Fleet Capital Fund</b>		<b>21,252,854</b>	<b>17,717,579</b>	<b>18,708,020</b>	<b>22,180,211</b>
400000	Use of/Contribution to Fund Balance	(387,269)	4,112,269	3,121,828	1,872,637
<b>Total Resources for:50321 - Fleet Capital Fund</b>		<b>20,865,585</b>	<b>21,829,848</b>	<b>21,829,848</b>	<b>24,052,848</b>
397010	Operating Transfers In	4,000,000	4,000,000	4,000,000	4,000,000
<b>Total Revenues for: 50322 - Facility Asset Preservation Fund</b>		<b>4,000,000</b>	<b>4,000,000</b>	<b>4,000,000</b>	<b>4,000,000</b>
400000	Use of/Contribution to Fund Balance	(456,537)	-	-	-
<b>Total Resources for:50322 - Facility Asset Preservation Fund</b>		<b>3,543,463</b>	<b>4,000,000</b>	<b>4,000,000</b>	<b>4,000,000</b>
344150	Transit Subsidy	7,602,461	6,663,000	7,113,000	7,113,000
<b>Total Revenues for: 63000 - Transit Benefit Fund</b>		<b>7,602,461</b>	<b>6,663,000</b>	<b>7,113,000</b>	<b>7,113,000</b>
400000	Use of/Contribution to Fund Balance	(1,446,671)	-	-	-
<b>Total Resources for:63000 - Transit Benefit Fund</b>		<b>6,155,790</b>	<b>6,663,000</b>	<b>7,113,000</b>	<b>7,113,000</b>
344900	Transportation-Other Rev	-	-	-	422,358
360900	Miscellaneous Revs-Other Rev	384,366	444,635	444,878	-
<b>Total Revenues for: 67600 - FileLocal Agency Fund</b>		<b>384,366</b>	<b>444,635</b>	<b>444,878</b>	<b>422,358</b>
400000	Use of/Contribution to Fund Balance	(21,897)	(39,722)	(34,520)	13,600
<b>Total Resources for:67600 - FileLocal Agency Fund</b>		<b>362,469</b>	<b>404,913</b>	<b>410,358</b>	<b>435,958</b>
<b>Total FAS Resources</b>		<b>360,693,991</b>	<b>236,782,397</b>	<b>235,389,868</b>	<b>248,981,923</b>

# Department of Finance and Administrative Services

## Appropriations by Budget Summary Level and Program

### **FAS - BC-FA-A1IT - Information Technology**

The purpose of the Information Technology Budget Summary Level is to replace, upgrade or maintain FAS information technology systems to meet the evolving enterprise activities of the City.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Information Technology	17,497,642	1,333,000	1,970,000	1,470,000
Summit Re-Impl Dept Cap Needs	4,140,313	-	-	-
<b>Total</b>	<b>21,637,955</b>	<b>1,333,000</b>	<b>1,970,000</b>	<b>1,470,000</b>

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Information Technology Budget Summary Level:

#### **Information Technology**

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Information Technology	17,497,642	1,333,000	1,970,000	1,470,000

#### **Summit Re-Impl Dept Cap Needs**

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Summit Re-Impl Dept Cap Needs	4,140,313	-	-	-

### **FAS - BC-FA-ADAIMPR - ADA Improvements**

The purpose of the ADA Improvements - FAS Budget Summary Level is to update or modify facilities for compliance with the standards contained in the American with Disabilities Act.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
ADA Improvements	259,204	750,000	750,000	750,000
<b>Total</b>	<b>259,204</b>	<b>750,000</b>	<b>750,000</b>	<b>750,000</b>

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## Department of Finance and Administrative Services

### **FAS - BC-FA-APSCH1FAC - Asset Preservation - Schedule 1 Facilities**

This purpose of the Asset Preservation - Schedule 1 Facilities Budget Summary Level is to provide for long term preservation and major maintenance to the Department of Finance and Administration's schedule 1 facilities. Schedule 1 facilities consist of existing and future office buildings located in downtown Seattle, including but not limited to City Hall, the Seattle Municipal Tower and the Justice Center. Typical improvements may include, but are not limited to, energy efficiency enhancements through equipment replacement, upgrades/repairs to heating/ventilation/air conditioning systems, upgrades/repairs to electrical systems, upgrades/repairs to fire suppression systems, roof repairs or replacement, and structural assessments and repairs. This work ensures the long-term preservation of the operational use of the facilities.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Asset Preserv_Sch 1 Facilities	3,983,069	11,752,000	14,552,000	11,552,000
<b>Total</b>	<b>3,983,069</b>	<b>11,752,000</b>	<b>14,552,000</b>	<b>11,552,000</b>

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### **FAS - BC-FA-APSCH2FAC - Asset Preservation - Schedule 2 Facilities**

This purpose of the Asset Preservation - Schedule 2 Facilities Budget Summary Level is to provide for long term preservation and major maintenance to the Department of Finance and Administration's schedule 2 facilities. Schedule 2 facilities comprise existing and future structures, shops and yard located throughout Seattle, including but not limited to City vehicle maintenance facilities at Haller Lake and Charles Street, Finance and Administrative Services shops located at Airport Way S., fire stations, police precincts including the animal shelter, and other FAS managed facilities used for City Services. Typical improvements may include, but are not limited to, energy efficiency enhancements through equipment replacement, upgrades/repairs to heating/ventilation/air conditioning systems, upgrades/repairs to electrical systems, upgrades/repairs to fire suppression systems, roof repairs or replacement, and structural assessments and repairs. This work ensures the long-term preservation of the operational use of the facilities.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Asset Preserv_Sch 2 Facilities	1,596,746	3,448,000	4,848,000	4,848,000
<b>Total</b>	<b>1,596,746</b>	<b>3,448,000</b>	<b>4,848,000</b>	<b>4,848,000</b>

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## Department of Finance and Administrative Services

### **FAS - BC-FA-APSHPYRD - Shops and Yard AP**

#N/A

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Shops and Yard AP	12,437	-	-	-
<b>Total</b>	<b>12,437</b>	<b>-</b>	<b>-</b>	<b>-</b>

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### **FAS - BC-FA-APSMT - SMT Asset Preservation**

#N/A

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
SMT Asset Preservation	13,197	-	-	-
<b>Total</b>	<b>13,197</b>	<b>-</b>	<b>-</b>	<b>-</b>

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The purpose of the FAS Oversight-External Projects Budget Summary Level is to provide a structure for debt financing projects, including information technology projects, for City departments that lack their own capital program.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
FAS Oversight - External Proj	1,525,800	2,500,000	2,500,000	1,092,446
<b>Total</b>	<b>1,525,800</b>	<b>2,500,000</b>	<b>2,500,000</b>	<b>1,092,446</b>

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### **FAS - BC-FA-FASPDS - FAS Project Delivery Services**

The purpose of the FAS Project Delivery Services Budget Summary Level is to execute capital projects in general government facilities.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
FAS Project Delivery Services	4,409,358	3,500,000	3,500,000	3,500,000
<b>Total</b>	<b>4,409,358</b>	<b>3,500,000</b>	<b>3,500,000</b>	<b>3,500,000</b>

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# Department of Finance and Administrative Services

## **FAS - BC-FA-GARDENREM - Garden of Remembrance**

The purpose of the Garden of Remembrance Budget Summary Level is to provide City support for replacing components of the memorial located at the Benaroya Concert Hall.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Garden of Remembrance	27,675	28,394	29,218	29,218
<b>Total</b>	<b>27,675</b>	<b>28,394</b>	<b>29,218</b>	<b>29,218</b>

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## **FAS - BC-FA-GOVTFAC - General Government Facilities - General**

The purpose of the General Government Facilities - General Budget Summary Level is to execute capital projects in general government facilities.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
General Govt Facilities	26,049,083	8,650,000	3,550,000	5,000,000
<b>Total</b>	<b>26,049,083</b>	<b>8,650,000</b>	<b>3,550,000</b>	<b>5,000,000</b>

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## **FAS - BC-FA-MAINTSHYD - Maintenance Shops and Yards**

#N/A

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Maintenance Shops and Yards	90,435	-	-	-
<b>Total</b>	<b>90,435</b>	<b>-</b>	<b>-</b>	<b>-</b>

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## Department of Finance and Administrative Services

### **FAS - BC-FA-NBFIRE - Neighborhood Fire Stations**

The purpose of the Neighborhood Fire Stations Budget Summary Level is to replace and renovate fire stations and other emergency response facilities as part of the Fire Facilities and Emergency Response Levy program.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Neighborhood Fire Stations	4,545,538	3,393,967	3,386,913	3,386,913
<b>Total</b>	<b>4,545,538</b>	<b>3,393,967</b>	<b>3,386,913</b>	<b>3,386,913</b>

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### **FAS - BC-FA-PRELIMENG - Preliminary Engineering**

#N/A

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Preliminary Engineering	18,735	-	-	-
<b>Total</b>	<b>18,735</b>	<b>-</b>	<b>-</b>	<b>-</b>

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### **FAS - BC-FA-PSFACFIRE - Public Safety Facilities Fire**

The purpose of the Public Safety Facilities - Fire Budget Summary Level is to renovate, expand, replace, or build fire facilities.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Public Safety Facilities_Fire	2,570,448	-	-	1,500,000
<b>Total</b>	<b>2,570,448</b>	<b>-</b>	<b>-</b>	<b>1,500,000</b>

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## Department of Finance and Administrative Services

### FAS - BC-FA-PSFACPOL - Publ Safety Facilities Police

The purpose of the Public Safety Facilities - Police Budget Summary Level is to renovate, expand, replace, or build police facilities.

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Publ Safety Facilities_Police	2,432,998	-	-	-
<b>Total</b>	<b>2,432,998</b>	-	-	-

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### FAS - BO-FA-BIALID - BIA-LID Administration

#N/A

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
BIA-LID Administration	24,961,044	-	-	-
<b>Total</b>	<b>24,961,044</b>	-	-	-

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### FAS - BO-FA-BUDCENTR - Leadership and Administration

The purpose of the Leadership and Administration budget summary level is to provide executive, communications, financial, human resource, and business support and strategic planning and analysis to the department. This BSL also supports FAS Citywide, department-wide, and divisional indirect costs, as well as indirect costs related to paid time off and pooled benefits, to meet the City's standard indirect cost model.

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Citywide Indirect Costs	4,367,410	9,397,525	7,663,800	8,135,298
Departmental Indirect Costs	4,546,476	5,440,427	5,845,863	5,899,470
Divisional Indirect Costs	5,151,350	6,865,556	5,954,797	6,228,461
Indirect Cost Recovery Offset	(14,060,720)	(21,703,508)	(19,464,459)	(20,263,228)
Paid Time Off	-	-	-	-
Pooled Benefits	-	-	-	-
<b>Total</b>	<b>4,516</b>	-	-	-
Full-time Equivalents Total*	43.00	47.00	47.00	47.00

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# Department of Finance and Administrative Services

The following information summarizes the programs in Leadership and Administration Budget Summary Level:

## Citywide Indirect Costs

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Citywide Indirect Costs	4,367,410	9,397,525	7,663,800	8,135,298

## Departmental Indirect Costs

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Departmental Indirect Costs	4,546,476	5,440,427	5,845,863	5,899,470
Full Time Equivalents Total	43.00	47.00	47.00	47.00

## Divisional Indirect Costs

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Divisional Indirect Costs	5,151,350	6,865,556	5,954,797	6,228,461

## Indirect Cost Recovery Offset

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Indirect Cost Recovery Offset	(14,060,720)	(21,703,508)	(19,464,459)	(20,263,228)

## Paid Time Off

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Paid Time Off	-	-	-	-

## Pooled Benefits

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Pooled Benefits	-	-	-	-

## Department of Finance and Administrative Services

### FAS - BO-FA-CDCM - Capital Dev and Const Mgmt

The purpose of the Capital Development and Construction Management Budget Summary Level is to provide staffing resources to plan and administer FAS's Capital Improvement Program. Costs are budgeted in FAS's capital project Budget Control Levels.

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Capital Dev and Const Mgmt	-	-	-	-
<b>Total</b>	-	-	-	-
Full-time Equivalents Total*	28.00	27.00	27.00	27.00

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### FAS - BO-FA-CITYFINAN - City Finance

The purpose of the City Finance Division Budget Summary Level (BSL) is to oversee and provide technical support to the financial affairs of the City. This BSL performs a wide range of technical and operating functions, such as debt issuance and management, Citywide payroll processing, investments, risk management and payment processing services and support to the City Budget Office economic forecasting efforts. In addition, this BSL develops and implements a variety of City financial policies related to the City's revenues, accounting procedures, and risk mitigation. Finally, the BSL provides oversight and guidance to financial reporting, City retirement programs, and public corporations established by the City.

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
City Financial Management	2,652,111	2,270,205	2,251,895	2,510,444
Citywide Accounting Services	13,569,281	14,110,006	12,651,651	13,294,252
Revenue Administration	5,986,513	5,796,629	5,831,235	6,821,741
Risk Management Services	1,815,304	1,842,459	1,845,990	1,942,679
Treasury Services	4,780,775	5,968,380	5,643,769	5,902,485
<b>Total</b>	<b>28,803,983</b>	<b>29,987,679</b>	<b>28,224,540</b>	<b>30,471,601</b>
Full-time Equivalents Total*	151.00	116.50	116.50	122.50

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The following information summarizes the programs in City Finance Budget Summary Level:

#### City Financial Management

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
City Financial Management	2,652,111	2,270,205	2,251,895	2,510,444
Full Time Equivalents Total	9.00	9.00	9.00	10.00

# Department of Finance and Administrative Services

## Citywide Accounting Services

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Citywide Accounting Services	13,569,281	14,110,006	12,651,651	13,294,252
Full Time Equivalents Total	67.50	37.00	37.00	40.00

## Revenue Administration

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Revenue Administration	5,986,513	5,796,629	5,831,235	6,821,741
Full Time Equivalents Total	38.00	34.00	34.00	36.00

## Risk Management Services

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Risk Management Services	1,815,304	1,842,459	1,845,990	1,942,679
Full Time Equivalents Total	8.50	8.50	8.50	8.50

## Treasury Services

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Treasury Services	4,780,775	5,968,380	5,643,769	5,902,485
Full Time Equivalents Total	28.00	28.00	28.00	28.00

### **FAS - BO-FA-CITYSVCS - City Services**

The purpose of the City Services Budget Summary Level is to provide accounting support to Finance General, small departments, and executive offices, as well as to the FAS Capital Improvement Program. This BSL also provides other FAS financial and policy support, including labor union policy analysis and support for the for-hire industry.

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
City Services	5,354,372	3,886,890	3,239,913	3,828,182
<b>Total</b>	<b>5,354,372</b>	<b>3,886,890</b>	<b>3,239,913</b>	<b>3,828,182</b>
Full-time Equivalents Total*	-	1.00	1.00	2.00

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## Department of Finance and Administrative Services

### **FAS - BO-FA-CJ000 - Judgment & Claims Claims**

The purpose of the Claim Expenses Budget Summary Level is to pay pending or actual claims and related costs against City government, as authorized by Chapter 5.24 of the Seattle Municipal Code. The Claims Budget Summary Level is supported by the Judgment/Claims Fund of the General Fund.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
GF Claims	1,155,222	1,792,109	1,792,109	1,792,109
Utility Claims Reimbursable	-	1,732,070	1,732,070	1,732,070
<b>Total</b>	<b>1,155,222</b>	<b>3,524,179</b>	<b>3,524,179</b>	<b>3,524,179</b>

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The following information summarizes the programs in Judgment & Claims Claims Budget Summary Level:

#### **GF Claims**

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
GF Claims	1,155,222	1,792,109	1,792,109	1,792,109

#### **Utility Claims Reimbursable**

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Utility Claims Reimbursable	-	1,732,070	1,732,070	1,732,070

### **FAS - BO-FA-CPCS - City Purchasing and Contracting Services**

The purpose of the City Purchasing and Contracting Services Budget Summary Level is to conduct and administer all bids and contracts for public works and purchases (products, supplies, equipment, and services) on behalf of City departments.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Contracting Services	6,131,030	6,927,645	6,490,464	6,958,773
Purchasing Services	2,369,837	3,846,180	3,474,793	3,944,751
<b>Total</b>	<b>8,500,868</b>	<b>10,773,825</b>	<b>9,965,258</b>	<b>10,903,525</b>
Full-time Equivalents Total*	47.00	47.00	47.00	52.00

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## Department of Finance and Administrative Services

The following information summarizes the programs in City Purchasing and Contracting Services Budget Summary Level:

### Contracting Services

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Contracting Services	6,131,030	6,927,645	6,490,464	6,958,773
Full Time Equivalents Total	28.00	28.00	28.00	30.00

### Purchasing Services

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Purchasing Services	2,369,837	3,846,180	3,474,793	3,944,751
Full Time Equivalents Total	19.00	19.00	19.00	22.00

### **FAS - BO-FA-DEBTBIRF - Bond Interest and Redemption**

The purpose of the Bond Interest and Redemption Budget Summary Level is to make certain debt service payments through the Bond Interest and Redemption Fund (BIRF).

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Bond Interest and Redemption	90,558,336	2,414,305	2,345,447	2,353,798
<b>Total</b>	<b>90,558,336</b>	<b>2,414,305</b>	<b>2,345,447</b>	<b>2,353,798</b>

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### **FAS - BO-FA-DEBTISS-L - Debt Issuance Cost - LTGO**

The purpose of the Debt Issuance Costs - LTGO Budget Summary Level is to pay debt issuance costs related to Multipurpose Limited Tax General Obligation (LTGO) Debt Issuance.

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
LTGO Debt Issuance Cost	397,255	1,595,729	2,053,564	1,899,780
<b>Total</b>	<b>397,255</b>	<b>1,595,729</b>	<b>2,053,564</b>	<b>1,899,780</b>

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## Department of Finance and Administrative Services

### FAS - BO-FA-DEBTUTGO - UTGO Debt Service

The purpose of the UTGO Debt Service Budget Summary Level is to create the legal appropriations to pay debt service on outstanding Unlimited Tax General Obligation (UTGO) Bonds.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
UTGO Debt Service	30,375,700	22,768,800	22,761,750	22,761,750
<b>Total</b>	<b>30,375,700</b>	<b>22,768,800</b>	<b>22,761,750</b>	<b>22,761,750</b>

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### FAS - BO-FA-FACILITY - Facilities Services

The purpose of the Facilities Services Budget Summary Level is to manage most of the City's general government facilities, including the downtown civic campus, police precincts, fire stations, shops and yards, and several parking facilities. Functions include property management, environmental analysis, implementation of environmentally sustainable facility investments, facility maintenance and repair, janitorial services, security services, and event scheduling. The Facility Operations team is also responsible for warehouse, real estate, and mail services throughout the City. These functions promote well-managed, clean, safe, and highly efficient buildings and grounds that house City employees and serve the public.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Other Facilities Services	6,870,515	19,766,655	19,936,800	20,624,598
Space Rent	67,630,380	61,823,893	60,345,087	60,995,781
<b>Total</b>	<b>74,500,895</b>	<b>81,590,548</b>	<b>80,281,887</b>	<b>81,620,379</b>
Full-time Equivalents Total*	99.50	94.00	94.00	94.00

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*The following information summarizes the programs in Facilities Services Budget Summary Level:*

#### **Other Facilities Services**

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Other Facilities Services	6,870,515	19,766,655	19,936,800	20,624,598
Full Time Equivalents Total	27.50	21.00	21.00	21.00

# Department of Finance and Administrative Services

## Space Rent

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Space Rent	67,630,380	61,823,893	60,345,087	60,995,781
Full Time Equivalents Total	72.00	73.00	73.00	73.00

### **FAS - BO-FA-FILELOC - FileLocal Agency**

The purpose of the FileLocal Agency Budget Summary Level is to execute the City's response to the Washington Multi-City Business License and Tax Portal Agency Interlocal Agreement. The City of Seattle will be reimbursed by the agency for all costs.

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
FileLocal Agency Fund	-	-	-	435,958
Prog-FileLocal Agency Fund	362,469	404,913	410,358	-
<b>Total</b>	<b>362,469</b>	<b>404,913</b>	<b>410,358</b>	<b>435,958</b>
Full-time Equivalents Total*	2.50	2.50	2.50	2.50

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The following information summarizes the programs in FileLocal Agency Budget Summary Level:

#### **FileLocal Agency Fund**

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
FileLocal Agency Fund	-	-	-	435,958
Full Time Equivalents Total	-	-	-	2.50

#### **Prog-FileLocal Agency Fund**

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Prog-FileLocal Agency Fund	362,469	404,913	410,358	-
Full Time Equivalents Total	2.50	2.50	2.50	-

## Department of Finance and Administrative Services

### **FAS - BO-FA-FLEETCAP - Fleet Capital Program**

The purpose of the Fleet Capital Program Budget Summary Level is to manage City of Seattle Fleet Replacement, including the purchase and disposal of vehicles owned by the Department of Finance and Administrative Services (FAS) and the administration of the Fleet Replacement Capital Reserve.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Fleet Capital Program	20,865,585	21,829,848	21,829,848	24,052,848
<b>Total</b>	<b>20,865,585</b>	<b>21,829,848</b>	<b>21,829,848</b>	<b>24,052,848</b>

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### **FAS - BO-FA-FLEETS - Fleet Services**

The purpose of the Fleet Services Budget Summary Level is to provide fleet vehicles to City departments, assess and implement environmental initiatives related to both the composition of the City's fleet and the fuels that power it, actively manage and maintain the fleet, procure and distribute fuel, and operate a centralized motor pool. The goal of these functions is to create and support an environmentally responsible and cost-effective Citywide fleet that helps all City departments carry out their work as efficiently as possible.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Motorpool	766,828	856,824	861,366	893,636
Vehicle Fueling	7,733,232	11,176,070	11,856,596	11,876,567
Vehicle Leasing	1,111,801	1,204,331	1,198,508	1,466,296
Vehicle Maintenance	25,664,847	27,670,547	27,654,091	28,681,133
<b>Total</b>	<b>35,276,708</b>	<b>40,907,772</b>	<b>41,570,561</b>	<b>42,917,632</b>
Full-time Equivalents Total*	131.00	130.00	130.00	130.00

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The following information summarizes the programs in Fleet Services Budget Summary Level:

#### **Motorpool**

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Motorpool	766,828	856,824	861,366	893,636

# Department of Finance and Administrative Services

## Vehicle Fueling

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Vehicle Fueling	7,733,232	11,176,070	11,856,596	11,876,567
Full Time Equivalents Total	1.00	1.00	1.00	1.00

## Vehicle Leasing

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Vehicle Leasing	1,111,801	1,204,331	1,198,508	1,466,296
Full Time Equivalents Total	15.00	14.00	14.00	14.00

## Vehicle Maintenance

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Vehicle Maintenance	25,664,847	27,670,547	27,654,091	28,681,133
Full Time Equivalents Total	115.00	115.00	115.00	115.00

### **FAS - BO-FA-INDGTDEF - Indigent Defense Services**

The purpose of the Indigent Defense Services Budget Summary Level is to secure legal defense services, as required by State law, for indigent people facing criminal charges in Seattle Municipal Court. Funding is also provided for a pilot program offering civil legal representation to indigent defendants.

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Indigent Defense Services	8,492,052	9,610,245	9,606,689	9,606,474
<b>Total</b>	<b>8,492,052</b>	<b>9,610,245</b>	<b>9,606,689</b>	<b>9,606,474</b>

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

## Department of Finance and Administrative Services

### FAS - BO-FA-JAILSVCS - Jail Services

The purpose of the Jail Services Budget Summary Level is to provide for the booking, housing, transporting, and guarding of City inmates. The jail population, for which the City pays, are adults charged with or convicted of misdemeanor crimes alleged to have been committed within the Seattle city limits.

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Jail Services	18,628,383	18,546,192	18,539,147	18,539,147
<b>Total</b>	<b>18,628,383</b>	<b>18,546,192</b>	<b>18,539,147</b>	<b>18,539,147</b>

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### FAS - BO-FA-JR000 - Judgment & Claims Litigation

The purpose of the Litigation Expenses Budget Summary Level is to pay anticipated, pending or actual judgments, claims payments, advance claims payments, and litigation expenses incurred while defending the City from judgments and claims. The Litigation Expenses Budget Summary Level is supported by the Judgment/Claims Fund of the General Fund.

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
GF Expenses	5,912,988	2,347,863	2,347,863	2,347,863
GF Judgments	16,605,676	8,489,019	10,089,019	15,089,019
Utility Expenses Reimbursable	1,208,769	2,468,932	2,468,932	2,468,932
Utility Judgments Reimbursable	(15,500)	3,580,747	3,580,747	3,580,747
<b>Total</b>	<b>23,711,933</b>	<b>16,886,561</b>	<b>18,486,561</b>	<b>23,486,561</b>

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Judgment & Claims Litigation Budget Summary Level:

#### GF Expenses

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
GF Expenses	5,912,988	2,347,863	2,347,863	2,347,863

#### GF Judgments

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
GF Judgments	16,605,676	8,489,019	10,089,019	15,089,019

# Department of Finance and Administrative Services

## Utility Expenses Reimbursable

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Utility Expenses Reimbursable	1,208,769	2,468,932	2,468,932	2,468,932

## Utility Judgments Reimbursable

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Utility Judgments Reimbursable	(15,500)	3,580,747	3,580,747	3,580,747

### **FAS - BO-FA-JR010 - Judgment & Claims General Legal**

The purpose of the General Legal Expenses Budget Summary Level is to pay legal costs associated with litigation or potential litigation involving the City, where the City is a party or potential party in a legal action, or other special projects that need legal review. The General Legal Expenses Budget Summary Level is supported by the Judgment/Claims Fund of the General Fund.

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
GF General Legal	20,495	88,321	88,321	88,321
<b>Total</b>	<b>20,495</b>	<b>88,321</b>	<b>88,321</b>	<b>88,321</b>

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### **FAS - BO-FA-JR020 - Judgment & Claims Police Action**

The purpose of the Police Action Expenses Budget Summary Level is to pay pending or actual settlements and judgments against the City related to police action cases, or pay related costs to investigate and defend the City against claims and judgments related to police action cases. The Police Action Expenses Budget Summary Level is supported by the Judgment/Claims Fund of the General Fund.

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
GF Police Action	1,351,864	1,120,918	1,120,918	1,120,918
<b>Total</b>	<b>1,351,864</b>	<b>1,120,918</b>	<b>1,120,918</b>	<b>1,120,918</b>

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## Department of Finance and Administrative Services

### **FAS - BO-FA-OCS - Office of Constituent Services**

The purpose of the Office of Constituent Services Budget Summary Level is to lead City departments to improve on consistently providing services that are easily accessible, responsive and fair. This includes assistance with a broad range of City services, such as transactions, information requests and complaint investigations. This BSL includes the City's Customer Service Bureau, the Neighborhood Payment and Information Service centers, Citywide public disclosure responsibilities and service-delivery analysts.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Office of Constituent Services	5,493,419	6,728,148	6,718,176	7,056,906
<b>Total</b>	<b>5,493,419</b>	<b>6,728,148</b>	<b>6,718,176</b>	<b>7,056,906</b>
Full-time Equivalents Total*	39.00	39.00	39.00	39.00

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### **FAS - BO-FA-RCCP - Regulatory Compliance and Consumer Protection**

The purpose of the Regulatory Compliance and Consumer Protection Budget Summary Level is to support City services and regulations that attempt to provide Seattle consumers with a fair and well-regulated marketplace. Expenditures from this BSL include support for taxicab inspections and licensing, the weights and measures inspection program, vehicle impound and consumer complaint investigation.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
RCCP - ICMS System Work	3,095,389	-	-	-
Reg Compl & Consumr Protection	6,387,324	8,503,788	8,550,023	9,601,070
<b>Total</b>	<b>9,482,714</b>	<b>8,503,788</b>	<b>8,550,023</b>	<b>9,601,070</b>
Full-time Equivalents Total*	48.50	48.00	48.00	48.00

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The following information summarizes the programs in Regulatory Compliance and Consumer Protection Budget Summary Level:

#### **RCCP - ICMS System Work**

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
RCCP - ICMS System Work	3,095,389	-	-	-

# Department of Finance and Administrative Services

## Reg Compl & Consumr Protection

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Reg Compl & Consumr Protection	6,387,324	8,503,788	8,550,023	9,601,070
Full Time Equivalents Total	48.50	48.00	48.00	48.00

### **FAS - BO-FA-SAS - Seattle Animal Shelter**

The purpose of the Seattle Animal Shelter Budget Summary Level is to provide animal care, enforcement, and spay and neuter services in Seattle to control pet overpopulation and foster public safety. The shelter also provides volunteer and foster care programs which enables the citizens of Seattle to donate both time and resources and engage in activities which promote animal welfare in Seattle.

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Seattle Animal Shelter	5,280,647	5,855,584	5,870,463	6,719,249
<b>Total</b>	<b>5,280,647</b>	<b>5,855,584</b>	<b>5,870,463</b>	<b>6,719,249</b>
Full-time Equivalents Total*	40.00	41.00	41.00	42.00

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### **FAS - BO-FA-TRNSTBNFT - Transit Benefit**

The purpose of the Transit Benefit Budget Summary Level is to pay for the transit benefits offered to City employees. The Transit Benefit Fund receives payments from Finance General and fee supported departments to pay for reduced cost King County Metro and other regional transit passes and related administrative expenses.

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Employee Transit Benefits	6,155,790	6,663,000	7,113,000	7,113,000
<b>Total</b>	<b>6,155,790</b>	<b>6,663,000</b>	<b>7,113,000</b>	<b>7,113,000</b>

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## Department of Finance and Administrative Services

### **FAS - BO-FA-WATERFRNT - Central Waterfront Improvement Program Financial Support**

The purpose of the Central Waterfront Improvement Program Financial Support Budget Summary Level is to provide resources to the City Finance Division for the development of funding mechanisms for the Central Waterfront Improvement Program. This BSL is funded by the Central Waterfront Improvement Fund (Fund 35900).

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Central Waterfront Improvement	-	-	-	3,435,569
Prog-Central Waterfront Improv	943,672	2,049,092	443,919	-
<b>Total</b>	<b>943,672</b>	<b>2,049,092</b>	<b>443,919</b>	<b>3,435,569</b>
Full-time Equivalents Total*	3.00	3.00	3.00	3.00

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The following information summarizes the programs in Central Waterfront Improvement Program Financial Support Budget Summary Level:

#### **Central Waterfront Improvement**

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Central Waterfront Improvement	-	-	-	3,435,569
Full Time Equivalents Total	-	-	-	3.00

#### **Prog-Central Waterfront Improv**

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Prog-Central Waterfront Improv	943,672	2,049,092	443,919	-
Full Time Equivalents Total	3.00	3.00	3.00	-

### **FAS - BO-FA-WHLCHR - Wheelchair Accessible Services**

The purpose of the Wheelchair Accessible Services Budget Summary Level is to disburse monies collected on every taxi, for hire and Transportation Network Company (TNC) trip that originates in the city of Seattle. This BSL is funded by the Wheelchair Accessibility Disbursement Fund.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Wheelchair Accessible Svcs	708,500	1,625,424	1,620,305	1,627,375
<b>Total</b>	<b>708,500</b>	<b>1,625,424</b>	<b>1,620,305</b>	<b>1,627,375</b>
Full-time Equivalents Total*	-	1.00	1.00	1.00

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# Finance General

Ben Noble, Director

(206) 615-1962

<http://www.seattle.gov/financedepartment/>

## Department Overview

Finance General is controlled by the City Budget Office and provides a mechanism for allocating General Fund and other central resources to reserve and bond redemption funds, City departments, and certain programs where the City Council, Mayor, or City Budget Office needs additional oversight.

## Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
General Fund Support	240,411,634	200,978,410	205,064,889	264,283,055
Other Funding - Operating	6,446,463	6,157,174	4,631,074	9,687,493
<b>Total Operations</b>	<b>246,858,097</b>	<b>207,135,584</b>	<b>209,695,963</b>	<b>273,970,548</b>
<b>Total Appropriations</b>	<b>246,858,097</b>	<b>207,135,584</b>	<b>209,695,963</b>	<b>273,970,548</b>

## Budget Overview

Finance General serves as a central repository for ongoing City costs, General Fund contributions to the operations of City departments, and contributions to outside organizations. It also provides a mechanism to hold appropriations temporarily until the City determines the appropriate managing department; to act as a contingency reserve to respond to unpredictable situations; and, to cover costs that vary with economic conditions.

In the 2020 Proposed Budget, Finance General is the mechanism to transfer General Fund resources to the below departments:

- Office of Arts and Culture;
- Seattle Public Library;
- Office of Labor Standards;
- Police Pension;
- Fire Pension;
- Finance and Administrative Services;
- Information Technology;

## Finance General

### Incremental Budget Changes

#### Finance General

	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>209,695,963</b>	-
<b>Baseline</b>		
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	4,197,739	-
2020 State Paid Family Medical Leave Increase Base Budget	56,967	-
Citywide Adjustments for Standard Cost Changes	(1,602,818)	-
Finance General Transfer to Departments for Central Rates	2,694,985	-
<b>Proposed Operating</b>		
High Barrier Workgroup Pilots	2,932,500	-
Public Restroom in the University District	550,000	-
Seattle Storm Relocation Costs	2,600,000	-
Strategic Investment Fund to Address Displacement	41,700,000	-
Support to IT Department in Lieu of Cable Franchise Funds	750,000	-
Implicit Bias Training for SPD Officers	(100,000)	-
Civilian Investigator in the Office of Police Accountability	(148,832)	-
<b>Proposed Technical</b>		
Adjust Debt Service Payments	(165,006)	-
Beginning Balance Transfer for Sweetened Beverage Tax Fund	4,018,000	-
Increase Budget for Insurance Premiums	383,921	-
Increase Fire Hydrant Payment to SPU	496,000	-
Increase Transfer to Fiscal Reserve Funds	508,292	-
Partially Restore Budget for Disability Claim Reserve	63,233	-
Street Lighting Reserve	500,000	-
Technical Adjustment for OLS Space Rent	(219,649)	-
Transfer Short-Term Rental Tax Baseline Budget to New Fund	(193,157)	-
Transfer Sweetened Beverage Tax Baseline Budget to New Fund	-	-
Transfer to Arts and Culture Fund	252,410	-
Transfer to Judgement and Claims Fund	5,000,000	-
<b>Total Incremental Changes</b>	<b>\$64,274,585</b>	-
<b>Total 2020 Proposed Budget</b>	<b>\$273,970,548</b>	-

# Finance General

## Description of Incremental Budget Changes

### Baseline

#### **2020 Coalition and Non-Rep Annual Wage Increase Base Budget**

Expenditures \$4,197,739

This centrally administered change adjusts appropriations to reflect the Annual Wage Increase, as outlined in the tentative agreement between the City and the Coalition of Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor. For Finance General, this amount reflects General Fund support to the Finance and Administrative Services Department, Office of Labor Standards, Seattle Public Library, and to the Police Relief and Pension Fund and Firefighters Pension Fund personnel.

#### **2020 State Paid Family Medical Leave Increase Base Budget**

Expenditures \$56,967

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the tentative agreement with the Coalition of Unions moves a portion of the cost responsibility to the employee in 2020, with the City paying the remainder. This item increases appropriations to account for the City's obligation for all employees. For Finance General, this amount reflects General Fund support to the Finance and Administrative Services Department, Office of Labor Standards, Seattle Public Library, and to the Police Relief and Pension Fund and Firefighters Pension Fund personnel.

#### **Citywide Adjustments for Standard Cost Changes**

Expenditures \$(1,602,818)

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including the Department of Finance & Administrative Services rates, Information Technology rates and Human Resources rates, health care, retirement and industrial insurance charges for the department. This adjustment also includes a transfer of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City's efforts to improve investigative processes and practices across the City departments. While the internal service rates are final for 2020, some of the other adjustments reflect initial assumptions about these costs and inflators early in the budget process.

#### **Finance General Transfer to Departments for Central Rates**

Expenditures \$2,694,985

This item is the transfer from the General Fund via Finance General to Seattle Public Library, Office of Labor Standards Fund, Police Pension and Relief Fund, Fire Pension Fund, Department of Finance and Administrative Services and Seattle Information Technology Department for standard cost changes made during the baseline phase. These charges are also reflected in the departmental budget.

### Proposed Operating

#### **High Barrier Workgroup Pilots**

Expenditures \$2,932,500

This funding is for four pilot programs that have been recommended by the High Barrier Individuals Working Group. This interagency working group was brought together in response to heightened community conversations around public safety and individuals repeatedly caught in a cycle of criminal justice, social services and community incidents.

## Finance General

The City and King County will partner to create a 40-60 bed, comprehensive place-based treatment center at the “West Wing” of the King County Correctional Facility. The treatment center will provide intensive on-site treatment for mental health and substance use disorder issues, as well as supportive housing and case management. Three additional pilots include a “rapid re-entry connector” program to plan for the release of individuals from jail; enhanced probation; and “case conferencing” by dedicated law enforcement and services staff to develop a coordinated plan for the most high-barrier individuals. The pilot programs will begin to be implemented in late 2019 and early 2020.

### **Public Restroom in the University District**

Expenditures \$550,000

This funding is for a public restroom in the University District. Funding will support planning (including identifying potential sites) as well as the cost to provide a public restroom.

### **Seattle Storm Relocation Costs**

Expenditures \$2,600,000

This item increases appropriation authority by \$2.6 million to pay for the Seattle Storm’s relocation costs, per the amended facility use agreement between the Storm and the City as approved by the City Council. While the Arena at Seattle Center is undergoing redevelopment, the Storm has been displaced from the facility. Under the amended facility use agreement, the City must pay for certain lost revenues and increased costs related to this displacement.

### **Strategic Investment Fund to Address Displacement**

Expenditures \$41,700,000

This fund will support strategic investment in areas at high risk of displacement or in areas of low access to opportunity that present unique opportunities for transformational equitable development. This would include areas with significant planned public investment like light rail station areas and parks, where increased access to opportunities will likely also increase displacement pressure. This fund will focus on sites and projects with the potential to achieve multiple community benefit outcomes through mixed-use and mixed-income development that creates opportunities for housing, affordable commercial and cultural space, public open space, and childcare.

Implementing this strategy will require creative use of existing expertise across City departments, outside expertise, and multiple forms of partnership. The City intends to execute this strategy in a way that builds on existing City and community assets and deepens relationships with community development organizations and other agencies committed to these outcomes. An interdisciplinary team including the Office of Planning and Community Development, Office of Housing, Office of Economic Development, the Office of Arts and Culture, Department of Neighborhoods, Office for Civil Rights, Department of Finance and Administrative Services and community partners experienced in community organizing and/or development will be formed in the third quarter of 2019 to finalize the criteria and principles for successful use of these funds through community engagement and outreach. We expect that this team, with the help of a development consultant, will identify priority investment opportunities and screen initial opportunities most likely to meet the goals of the program and pass an initial feasibility analysis. A short-list of priority opportunities will be further vetted in the first quarter of 2020 to determine conceptual development mix and scale, identification of potential partners, leveraging opportunities, and strategies to mitigate risk. Finally, the City will begin executing this investment strategy in mid-2020.

These funds are under proviso in Finance General until the Mayor’s Office submits a spending plan to the City Council in the first or second quarter of 2020.

## Finance General

### Support to IT Department in Lieu of Cable Franchise Funds

Expenditures \$750,000

This item provides \$750,000 of ongoing General Fund support for the Digital Equity program in the Seattle Information Technology Department which was previously supported by Cable Franchise Fees. Cable Television Fund revenues are steadily declining and these funds enable continuation of the program.

### Implicit Bias Training for SPD Officers

Expenditures \$(100,000)

This item is a one-time transfer of budget from Finance General to the Seattle Police Department for all officers to receive implicit bias training from a national expert. Implicit bias is the subconscious form of group-based bias. The training will include an overview of implicit bias research and findings, interactive and introspective exercises and small group dialogue.

### Civilian Investigator in the Office of Police Accountability

Expenditures \$(148,832)

The Office of Police Accountability (OPA) establishes and manages processes to initiate, receive, classify and investigate allegations of police misconduct. This item transfers budget from Finance General to OPA to add a full-time civilian investigator to the office. Civilian investigators receive complaints of misconduct from the public and investigate those complaints. OPA is currently budgeted for nine sworn investigators and one civilian investigator.

## Proposed Technical

### Adjust Debt Service Payments

Expenditures \$(165,006)

This adjusts Finance General payments for debt service to reflect projected debt service obligations for actual debt issuances.

### Beginning Balance Transfer for Sweetened Beverage Tax Fund

Expenditures \$4,018,000

Revenues \$4,018,000

Pursuant to Ordinance 125886, this item transfers Sweetened Beverage Tax proceeds from the General Fund to the new Sweetened Beverage Tax Fund. This amount represents the beginning 2019 balance for Sweetened Beverage Tax in the General Fund and will allow departments to begin spending Sweetened Beverage Tax out of the new fund immediately in 2020, before 2020 revenue is deposited into the Fund. Any additional unspent Sweetened Beverage Tax proceeds from 2019 will be transferred from the General Fund to the new Sweetened Beverage Tax Fund in the same manner after 2019 fiscal year end, once final balances are known.

### Increase Budget for Insurance Premiums

Expenditures \$383,921

Insurance premiums are paid by Finance General on behalf of City departments. Large liability insurance claims in recent years have increased premiums significantly, and this is a trend projected to continue in 2020. This increment is needed to fund the anticipated 2020 premium payment.

## Finance General

### **Increase Fire Hydrant Payment to SPU**

Expenditures \$496,000

This increases the General Fund support to Seattle Public Utilities for hydrant maintenance, a general government expense. SPU expects an increase in costs to service fire hydrants due to inflationary cost increases, growth in the number of assets requiring service, and accelerated work on maintenance backlogs.

### **Increase Transfer to Fiscal Reserve Funds**

Expenditures \$508,292

This increases the General Fund transfer to the Emergency Fund and the Revenue Stabilization Fund. Transfer amounts are based on financial policies established by state law and city ordinance. For the 2020 Proposed Budget, the City adds \$1.9 million to the Emergency Fund reserve balance, bringing the total to \$66.9 million for 2020, and \$3.0 million to the Revenue Stabilization Fund reserve balance bringing the total to \$60.8 million for 2020.

### **Partially Restore Budget for Disability Claim Reserve**

Expenditures \$63,233

In the development of the 2020 Endorsed Budget, the City Council took an across the board General Fund reduction with Green Sheet 1-10-B-1. For Finance General, the reduction came from the Disability Claim Reserve project. This budget proposal partially restores the \$500,000 original budget to \$350,000.

### **Street Lighting Reserve**

Expenditures \$500,000

Increase to recurring reserve in Finance General for payments to Seattle City Light for street light maintenance, a General Fund obligation. Increases are due to lower than projected conversions to LED bulbs and therefore, higher than projected electricity consumption.

### **Technical Adjustment for OLS Space Rent**

Expenditures \$(219,649)

This is a technical adjustment to the baseline budget of the Office of Labor Standards in the amount of \$219,649. This adjustment corrects previous estimates for lease increase.

### **Transfer Short-Term Rental Tax Baseline Budget to New Fund**

Expenditures \$(193,157)

Finance General contained baseline budget for debt service payments funded with Short-Term Rental Tax for the affordable housing bonds. This technical change reflects the requirements of Ordinance 125872, and transfers the baseline department budget for Short-Term Rental Tax activity from the General Fund (00100) to the Short-Term Rental Tax Fund (12200). In addition, this change request reduces the budget due to lower than anticipated debt service payments.

### **Transfer Sweetened Beverage Tax Baseline Budget to New Fund**

Expenditures -

This technical change reflects the requirements of Ordinance 125886, and transfers the baseline department budget for Sweetened Beverage Tax activity from the General Fund (00100) to the Sweetened Beverage Tax Fund (00155). These changes are net-zero.



## Finance General

### **Transfer to Arts and Culture Fund**

Expenditures \$252,410

This increases the transfer from the General Fund to the Arts and Culture Fund in accordance with City policy. This change incorporates updated actual 2018 Admissions Tax revenue, which was higher than projected in the 2020 Endorsed budget. Each budget year's transfer amount reflects Admissions Tax revenue from two years prior.

### **Transfer to Judgement and Claims Fund**

Expenditures \$5,000,000

This transfers additional funding to the Judgement and Claims Fund to cover higher expenditures due to increases in settlements and tort cases and the use of outside counsel. There is a corresponding increase in the Judgement and Claims Fund in the Department of Finance and Administrative Services for payments.

## Finance General

### Expenditure Overview

Appropriations	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>FG - BO-FG-2QA00 - Appropriation to Special Funds</b>				
00100 - General Fund	204,617,261	161,842,852	165,308,410	174,965,675
00164 - Unrestricted Cumulative Reserve Fund	-	2,854,411	2,634,486	2,634,486
12200 - Short-Term Rental Tax Fund	-	-	-	2,006,419
30010 - REET I Capital Fund	-	2,302,763	1,996,588	1,996,588
30020 - REET II Capital Fund	-	1,000,000	-	-
36500 - 2018 Multipurpose LTGO Bond Fund	6,446,463	-	-	-
<b>Total for BSL: BO-FG-2QA00</b>	<b>211,063,724</b>	<b>168,000,026</b>	<b>169,939,484</b>	<b>181,603,168</b>
<b>FG - BO-FG-2QD00 - Reserves</b>				
00100 - General Fund	35,794,372	39,135,558	39,756,479	89,317,380
00155 - Sweetened Beverage Tax Fund	-	-	-	500,000
00164 - Unrestricted Cumulative Reserve Fund	-	-	-	2,550,000
<b>Total for BSL: BO-FG-2QD00</b>	<b>35,794,372</b>	<b>39,135,558</b>	<b>39,756,479</b>	<b>92,367,380</b>
<b>Department Total</b>	<b>246,858,097</b>	<b>207,135,584</b>	<b>209,695,963</b>	<b>273,970,548</b>

\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

### Budget Summary by Fund Finance General

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
00100 - General Fund	240,411,634	200,978,410	205,064,889	264,283,055
00155 - Sweetened Beverage Tax Fund	-	-	-	500,000
00164 - Unrestricted Cumulative Reserve Fund	-	2,854,411	2,634,486	5,184,486
12200 - Short-Term Rental Tax Fund	-	-	-	2,006,419
30010 - REET I Capital Fund	-	2,302,763	1,996,588	1,996,588
30020 - REET II Capital Fund	-	1,000,000	-	-
36500 - 2018 Multipurpose LTGO Bond Fund	6,446,463	-	-	-
<b>Budget Totals for FG</b>	<b>246,858,097</b>	<b>207,135,584</b>	<b>209,695,963</b>	<b>273,970,548</b>

## Finance General

### Revenue Overview

#### 2020 Estimated Revenues

Account Code	Account Name	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
311010	Real & Personal Property Taxes	260,611,678	267,930,797	278,227,019	278,781,000
311020	Sale Of Tax Title Property	4,530	11,000	11,000	5,000
313010	Sales & Use Tax-Local Share	254,491,681	262,806,064	268,077,633	272,162,346
313030	Sales & Use Tax-Brkrd Nat Gas	1,406,876	1,479,110	1,515,647	1,358,153
313040	Sales & Use Tax-Crim Justice	21,782,784	22,289,354	22,736,451	24,102,825
316010	B&O Tax	271,904,044	285,467,441	295,091,890	296,938,537
316020	B&O Tax-Admissions Rev	11,526,759	11,301,935	11,660,859	11,691,224
316070	B&O Tax-Gas Utility	8,739,026	11,788,534	12,114,146	11,310,156
316080	B&O Tax-Garbage Utility	1,828,604	1,650,000	1,800,000	1,800,000
316100	B&O Tax-Cable Tv Utility	16,287,188	16,131,135	15,630,261	14,738,675
316110	B&O Tax-Telephone/Graph Util	20,048,061	20,133,114	19,482,067	18,419,141
316120	B&O Tax-Steam Utility	1,085,585	1,349,792	1,389,740	1,280,842
316130	B&O Tax-Electric Utility	54,292,860	58,010,258	60,148,042	61,149,886
316140	B&O Tax-Water Utility	33,784,000	33,924,560	35,043,499	34,935,933
316150	B&O Tax-Sewer Utility	34,308,406	51,115,035	55,419,808	55,419,808
316160	B&O Tax-Solid Waste Utility	21,028,213	20,622,002	21,502,149	21,502,149
316180	B&O Tax-Trans Fee-In City	6,015,671	2,150,000	2,300,000	2,300,000
316190	B&O Tax-Trans Fee-Out City	369,016	4,289,042	4,334,277	4,334,277
317040	Leasehold Excise Tax Rev	5,932,093	5,250,000	5,250,000	5,500,000
317060	Gambling Excise Tax Rev	551,194	425,000	425,000	475,000
317090	Short Term Rental Tax	-	10,500,000	10,500,000	-
318030	Business & Occup Tax Penalties	2,249,704	-	-	-
318040	Business & Occup Tax Interest	356,916	-	-	-
318100	Sweetened Beverage Tax	22,254,493	21,386,205	21,920,860	-
318110	Firearms & Ammunition Tax	249,829	100,000	100,000	100,000
318120	Sweet Bev Tax Penalty and Int	22,575	-	-	-
321100	Bus Lic&Perm-Business Gen	17,314,136	17,438,543	17,857,068	18,598,939
322040	Nonbus Lic&Perm-Comm Park	960,424	2,225,000	2,175,000	2,260,000
322170	Nonbus Lic&Perm-Truck Overload	263,795	280,000	260,000	260,000
322260	Nonbus Lic&Perm-Meter Hood Fee	4,690,518	3,985,000	3,585,000	4,500,000
335010	Marijuana Enforcement	1,853,623	1,500,000	1,500,000	1,500,000
335030	Vessel Registration Fees	130,580	125,000	125,000	125,000
335070	Criminal Justice Hi Crm	2,022,742	1,900,000	1,900,000	1,900,000
335080	Criminal Justice Pop	1,053,692	1,000,000	1,000,000	1,000,000
335090	Criminal Justice Dcd #1	756,962	700,000	700,000	700,000

## Finance General

335120	Rev Sharing Dui-Cities	105,505	115,000	115,000	115,000
335140	Liquor Excise Tax	3,680,539	3,650,000	3,750,000	3,750,000
335150	Liquor Board Profits	5,913,662	5,950,000	5,950,000	5,950,000
341900	General Government-Other Rev	1,250,000	1,250,000	1,250,000	1,250,000
360020	Inv Earn-Residual Cash	5,390,688	8,596,371	9,351,085	6,764,911
360130	Interest On Contracts/Notes Re	433,155	250,000	250,000	450,000
360290	Parking Fees	38,986,669	41,133,000	41,014,000	39,019,000
360900	Miscellaneous Revs-Other Rev	7,512,437	620,000	620,000	1,509,425
395010	Sales Of Land & Buildings	-	-	-	66,500,000
397010	Operating Transfers In	5,843,971	18,845,253	3,761,521	1,712,400
<b>Total Revenues for: 00100 - General Fund</b>		<b>1,149,294,885</b>	<b>1,219,673,545</b>	<b>1,239,844,022</b>	<b>1,276,169,627</b>
400000	Use of/Contribution to Fund Balance	-	-	-	14,343,452
<b>Total Resources for:00100 - General Fund</b>		<b>1,149,294,885</b>	<b>1,219,673,545</b>	<b>1,239,844,022</b>	<b>1,290,513,079</b>
318100	Sweetened Beverage Tax	-	-	-	24,329,000
397010	Operating Transfers In	-	-	-	4,018,000
<b>Total Revenues for: 00155 - Sweetened Beverage Tax Fund</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>28,347,000</b>
360020	Inv Earn-Residual Cash	2,008,542	2,000,000	2,000,000	2,200,000
360290	Parking Fees	157,353	150,000	150,000	150,000
395010	Sales Of Land & Buildings	2,062,000	1,819,272	1,152,000	6,865,000
<b>Total Revenues for: 00164 - Unrestricted Cumulative Reserve Fund</b>		<b>4,227,895</b>	<b>3,969,272</b>	<b>3,302,000</b>	<b>9,215,000</b>
400000	Use of/Contribution to Fund Balance	-	-	-	(1,444,683)
<b>Total Resources for:00164 - Unrestricted Cumulative Reserve Fund</b>		<b>4,227,895</b>	<b>3,969,272</b>	<b>3,302,000</b>	<b>7,770,317</b>
397010	Operating Transfers In	3,850,594	3,688,857	2,667,960	3,007,479
<b>Total Revenues for: 00166 - Revenue Stabilization Fund</b>		<b>3,850,594</b>	<b>3,688,857</b>	<b>2,667,960</b>	<b>3,007,479</b>
400000	Use of/Contribution to Fund Balance	-	-	-	(3,007,479)
<b>Total Resources for:00166 - Revenue Stabilization Fund</b>		<b>3,850,594</b>	<b>3,688,857</b>	<b>2,667,960</b>	<b>-</b>
397010	Operating Transfers In	1,542,358	1,706,916	1,753,708	1,922,482
<b>Total Revenues for: 10102 - Emergency Fund</b>		<b>1,542,358</b>	<b>1,706,916</b>	<b>1,753,708</b>	<b>1,922,482</b>
400000	Use of/Contribution to Fund Balance	-	-	-	(1,922,482)
<b>Total Resources for:10102 - Emergency Fund</b>		<b>1,542,358</b>	<b>1,706,916</b>	<b>1,753,708</b>	<b>-</b>

## Finance General

317090	Short Term Rental Tax	-	-	-	10,500,000
<b>Total Revenues for: 12200 - Short-Term Rental Tax Fund</b>		-	-	-	<b>10,500,000</b>
311010	Real & Personal Property Taxes	-	-	-	22,761,750
<b>Total Revenues for: 20140 - UTGO Bond Interest Redemption Fund</b>		-	-	-	<b>22,761,750</b>
317010	Real Estate Excise Tax Reet #1	38,870,947	40,799,695	42,891,049	41,478,871
<b>Total Revenues for: 30010 - REET I Capital Fund</b>		<b>38,870,947</b>	<b>40,799,695</b>	<b>42,891,049</b>	<b>41,478,871</b>
400000	Use of/Contribution to Fund Balance	-	-	-	3,875,738
<b>Total Resources for:30010 - REET I Capital Fund</b>		<b>38,870,947</b>	<b>40,799,695</b>	<b>42,891,049</b>	<b>45,354,609</b>
317020	Real Estate Excise Tax Reet #2	38,868,215	40,799,695	42,891,049	41,478,871
<b>Total Revenues for: 30020 - REET II Capital Fund</b>		<b>38,868,215</b>	<b>40,799,695</b>	<b>42,891,049</b>	<b>41,478,871</b>
400000	Use of/Contribution to Fund Balance	-	-	-	6,909,020
<b>Total Resources for:30020 - REET II Capital Fund</b>		<b>38,868,215</b>	<b>40,799,695</b>	<b>42,891,049</b>	<b>48,387,891</b>
391010	G.O.Bond Proceeds	-	-	-	25,534,030
<b>Total Revenues for: 36700 - 2020 Multipurpose LTGO Bond Fund</b>		-	-	-	<b>25,534,030</b>
391010	G.O.Bond Proceeds	-	-	-	20,316,750
<b>Total Revenues for: 36710 - 2020 LTGO Taxable Bond Fund</b>		-	-	-	<b>20,316,750</b>
<b>Total FG Resources</b>		<b>1,236,654,894</b>	<b>1,310,637,980</b>	<b>1,333,349,788</b>	<b>1,499,485,426</b>

## Finance General

### Appropriations by Budget Summary Level and Program

#### **FG - BO-FG-2QA00 - Appropriation to Special Funds**

The purpose of the Appropriation to Special Funds Budget Summary Level is to appropriate General Fund and other centrally managed resources, several of which are based upon the performance of certain City revenues, to bond redemption or special purpose funds. These appropriations are implemented as operating transfers to the funds or accounts they support.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Appropriation to Special Funds	211,063,724	168,000,026	169,939,484	181,603,168
<b>Total</b>	<b>211,063,724</b>	<b>168,000,026</b>	<b>169,939,484</b>	<b>181,603,168</b>

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

#### **FG - BO-FG-2QD00 - Reserves**

The purpose of the Reserves Budget Summary Level is to provide appropriation authority to those programs for which there is no single appropriate managing department, or for which there is Council and/or Mayor desire for additional budget oversight.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Reserves	35,794,372	39,135,558	39,756,479	92,367,380
<b>Total</b>	<b>35,794,372</b>	<b>39,135,558</b>	<b>39,756,479</b>	<b>92,367,380</b>

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# Office of Hearing Examiner

Ryan Vancil, Hearing Examiner

(206) 684-0521

<http://www.seattle.gov/examiner/>

## Department Overview

The Office of Hearing Examiner is Seattle's quasi-judicial forum for reviewing factual and legal issues raised by the application of City Code requirements to specific people or property. As authorized by the Seattle Municipal Code, the office conducts hearings and decides appeals in cases where members of the public disagree with a decision made by a City agency. Many of the matters appealed to the Hearing Examiner relate to land use and environmental permit decisions and interpretations made by the Seattle Department of Construction and Inspections. The Hearing Examiner also hears appeals in many other subject areas, and makes recommendations to the City Council on rezone petitions, major institution master plans, and other Council land-use actions. Pursuant to authority granted in 2004, the Hearing Examiner also provides contract hearing examiner services to other local governments.

The Hearing Examiner is appointed by the City Council, and Deputy Hearing Examiners are appointed by the Hearing Examiner. Examiners handle all pre-hearing matters, regulate the conduct of hearings, and prepare decisions and recommendations based upon the hearing record and applicable law. The Seattle Municipal Code requires all examiners to be attorneys with training and experience in administrative hearings. The Hearing Examiner also manages an executive assistant to oversee the administrative areas of the office, a legal assistant to assist with hearings and decision preparation, and an administrative specialist to support all other office positions and provide information to the public.

## Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
General Fund Support	739,439	959,859	965,060	1,038,713
<b>Total Operations</b>	<b>739,439</b>	<b>959,859</b>	<b>965,060</b>	<b>1,038,713</b>
<b>Total Appropriations</b>	<b>739,439</b>	<b>959,859</b>	<b>965,060</b>	<b>1,038,713</b>
Full-Time Equivalents Total*	4.63	4.63	4.63	5.00

*\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

# Office of Hearing Examiner

## Budget Overview

The 2020 Proposed Budget maintains support to the Hearing Examiner and preserves the services provided by the Hearing Examiner to members of the public and the City Council. Technical adjustments have been made to bring the proposed budget into alignment with an Annual Wage Increase, a State Paid Family Medical Leave increase, and other citywide adjustments to internal service costs.

Additionally, the 2020 Proposed Budget includes a part-time position to support appeals of fire code violations issued by the Seattle Fire Department (SFD). 2019 legislation is anticipated to grant SFD the authority to issue citations for Fire Code violations such as locked exit doors, failure to properly maintain fire protection systems like sprinklers, and repeated false alarms. The Hearing Examiner will partner with the SFD to hear appeals to the citations.



# Office of Hearing Examiner

## Incremental Budget Changes

### Office of Hearing Examiner

	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>965,060</b>	<b>4.63</b>
<b>Baseline</b>		
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	46,104	-
2020 State Paid Family Medical Leave Increase Base Budget	725	-
Citywide Adjustments for Standard Cost Changes	(5,847)	-
Fire Code Citations	32,671	0.37
<b>Total Incremental Changes</b>	<b>\$73,653</b>	<b>0.37</b>
<b>Total 2020 Proposed Budget</b>	<b>\$1,038,713</b>	<b>5.00</b>

## Description of Incremental Budget Changes

### Baseline

#### **2020 Coalition and Non-Rep Annual Wage Increase Base Budget**

Expenditures \$46,104

This centrally administered change adjusts appropriations to reflect the Annual Wage Increase, as outlined in the tentative agreement between the City and the Coalition of Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor.

#### **2020 State Paid Family Medical Leave Increase Base Budget**

Expenditures \$725

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the tentative agreement with the Coalition of Unions moves a portion of the cost responsibility to the employee in 2020, with the City paying the remainder. This item increases appropriations to account for the City's obligation for all employees.

#### **Citywide Adjustments for Standard Cost Changes**

Expenditures \$(5,847)

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including the Department of Finance & Administrative Services rates, Information Technology rates and Human Resources rates, health care, retirement and industrial insurance charges for the department. This adjustment also includes a transfer of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City's efforts to improve investigative processes and practices across the City departments. While the internal service rates are final for 2020, some of the other adjustments reflect initial assumptions about these costs and inflators early in the budget process.

## Office of Hearing Examiner

### Fire Code Citations

Expenditures	\$32,671
Position Allocation	0.37

This item increases an Administrative Specialist II position from part time to full time to support hearing appeals to the Seattle Fire Department's fire code citations. The increase is due to the impact of anticipated 2019 legislation that will grant SFD the authority to issue citations for Fire Code violations such as locked exit doors, failure to properly maintain fire protection systems like sprinklers, and repeated false alarms. This item is funded through citation fees.

### Expenditure Overview

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Appropriations</b>				
<b>HXM - BO-HX-V1X00 - Office of the Hearing Examiner</b>				
00100 - General Fund	739,439	959,859	965,060	1,038,713
<b>Total for BSL: BO-HX-V1X00</b>	<b>739,439</b>	<b>959,859</b>	<b>965,060</b>	<b>1,038,713</b>
<b>Department Total</b>	<b>739,439</b>	<b>959,859</b>	<b>965,060</b>	<b>1,038,713</b>
<b>Department Full-Time Equivalents Total*</b>	<b>4.63</b>	<b>4.63</b>	<b>4.63</b>	<b>5.00</b>

*\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### Budget Summary by Fund Office of Hearing Examiner

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
00100 - General Fund	739,439	959,859	965,060	1,038,713
<b>Budget Totals for HXM</b>	<b>739,439</b>	<b>959,859</b>	<b>965,060</b>	<b>1,038,713</b>

# Office of Hearing Examiner

## Appropriations by Budget Summary Level and Program

### HXM - BO-HX-V1X00 - Office of the Hearing Examiner

The purpose of the Office of Hearing Examiner Budget Summary Level is to conduct fair and impartial hearings in all subject areas where the Seattle Municipal Code grants authority to do so (there are currently more than 75 subject areas) and to issue decisions and recommendations consistent with applicable law.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Office of the Hearing Examiner	739,439	959,859	965,060	1,038,713
<b>Total</b>	<b>739,439</b>	<b>959,859</b>	<b>965,060</b>	<b>1,038,713</b>
Full-time Equivalents Total*	4.63	4.63	4.63	5.00

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*



# Seattle Department of Human Resources

Bobby Humes, Director

(206) 684-7999

<http://www.seattle.gov/personnel/>

## Department Overview

The Seattle Department of Human Resources (SDHR) is responsible for centrally setting the strategic direction for human resources services: identifying, hiring, and retaining the City's dynamic, diverse workforce as well as developing and administering a compensation and benefits program to create a quality employee experience. SDHR also provides core human resources (HR) support services to all City employees. SDHR operations:

- create greater HR accountability and collaboration citywide so that consistent, cost-effective services are provided to all employees;
- provide full-service HR to 18 supported departments;
- manage the evolving HR alignment strategic plan;
- ensure a culture of respect and dignity for all employees;
- develop consistent policies, improved services, and programs that enhance the workforce;
- develop proactive workforce equity through our Workforce Equity Strategic Action Plan; and
- provide executive recruitment and succession planning services.

SDHR establishes Citywide personnel rules; offers strategic consultative assistance to departments, policymakers and employees; and ensures department staff and managers receive information and resources required to meet business needs and legal requirements such as leave administration.

The **Director's Office** establishes Citywide personnel rules; offers strategic consultative assistance to departments, policymakers and employees; provides internal fiscal management and budget development; and spearheads Citywide programs and efforts such as the Human Resources Strategic Plan and the Workforce Equity Initiative.

**Citywide Shared Administrative Services** administers Citywide quality and cost-effective employee benefits, including health care and workers' compensation; provides Citywide safety, classification/compensation and Workforce Analytics & Reporting services; manages the City's voluntary deferred compensation plan; and handles absence management.

**Citywide Workforce Equity** leads the Workforce Equity Strategic Plan and proactively addresses policies, processes and practices that advance the City's ability to maintain consistent and equitable treatment of employees Citywide. Partners include the Office for Civil Rights and the community to end racial disparities and create fair and equitable City career pathways.

**Citywide Labor Relations** develops and implements labor relations strategies in collaboration with labor management teams across the City, develops training in coordination with HR systems administration and operations while bargaining the impacts of management strategy and philosophy with labor partners.

**Citywide Service Delivery and Talent Acquisition** provides human resources support to executive offices; strategic alignment with department HR leaders and staff; and talent engagement, selection and staffing accountability for equitable outcomes.

**Citywide HR Shared Governance** is the strategy by which the Citywide HR workplan is developed by the multi-departmental Human Resources Leadership Team (HRLT) and focuses on projects intended to improve HR practices, standardize HR processes, implement Citywide HR programs, and update policies to meet workforce and business needs.

# Seattle Department of Human Resources

**Citywide Human Resources Investigations Unit** responds to and thoroughly investigates employee allegations of harassment, discrimination, retaliation and harassment-related misconduct in a manner which reflects an acknowledgement of the historical limitations of the employment law.

## Personnel Compensation Trust Funds

The Seattle Department of Human Services (SDHR) administers five Personnel Compensation Trust Funds related to employee benefits. These funds are managed through Citywide contractual obligations on behalf of employees and City departments. The administering department collects funds from other City departments, which are then paid out to various insurance companies, service providers, and individuals.

**Health Care Fund:** contains the revenues and expenses related to the City's medical, dental and vision insurance programs; Flexible Spending Account program; Employee Assistance Program; COBRA continuation coverage; and other healthcare related items. The City is self-insured for both the Aetna and Kaiser medical plans, the vision plan, and one dental plan and carries insurance for the remaining dental plan.

**Fire Fighters Health Care Fund:** was created to track fire fighter employee contributions previously held within the larger Health Care Fund. Fire fighter premium collections are distributed directly to the trust that provides fire fighters' healthcare.

**Industrial Insurance Fund:** captures the revenues and expenditures associated with the City's Workers' Compensation and Safety programs. Since 1972, the City of Seattle has been a self-insured employer as authorized under state law. The Industrial Insurance Fund receives payments from City departments to pay for these costs and related administrative expenses. Overall costs include fees levied by the Washington State Department of Labor and Industries, reinsurance premiums, and administrative costs to manage the program.

**Unemployment Insurance Fund:** contains the revenues and expenditures associated with the City's unemployment benefit and administration costs. The City is a self-insured employer with respect to unemployment insurance.

**Group Term Life Insurance Fund:** contains the revenues and expenses related to the City's group term life insurance, long-term disability insurance, and accidental death and dismemberment insurance plans.

## Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
General Fund Support	18,775,179	18,893,179	19,008,207	24,943,305
Other Funding - Operating	259,595,269	271,965,676	283,364,010	298,115,263
<b>Total Operations</b>	<b>278,370,448</b>	<b>290,858,855</b>	<b>302,372,217</b>	<b>323,058,568</b>
<b>Total Appropriations</b>	<b>278,370,448</b>	<b>290,858,855</b>	<b>302,372,217</b>	<b>323,058,568</b>
Full-Time Equivalent Total*	112.50	108.00	108.00	115.50

\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

# Seattle Department of Human Resources

## Budget Overview

The Seattle Department of Human Resources (SDHR) strives for a consistent, equitable employee experience at the City so that employees can do their best work. SDHR supports employee resources such as benefits and professional development, and department services such as employee relations and job classifications. SDHR provides full HR services to most small and medium-sized departments. The City's larger departments employ their own HR staff. This structure has created the potential for varying levels of HR services and employee experiences across the City. Citywide alignment of HR policies and programs is essential to support City efforts towards workforce equity and consistent policy interpretation.

The 2019 Adopted Budget highlighted the work of SDHR to align the City's HR practices, creating strategic changes in workplace culture that would lead to the deepest impacts on workforce equity. The 2020 Proposed Budget adds one-time \$2.6 million and ongoing \$3.3 million and 7.5 FTE to support several key department additions:

### Human Resources Investigations Unit

In 2018, the Mayor issued [Executive Order 2018-04](#) on Anti-Harassment and Anti-Discrimination following the Anti-Harassment Inter-Departmental Team (AH IDT) recommendations to transform the City's workplace culture to promote a safe, welcoming and inclusive workplace for all employees. The 2019 Adopted Budget established the Human Resources Investigation Unit (HRIU) with a Director and City Investigator positions. Two additional Investigator positions and one Management Systems Analyst were added through the 2019 2nd Quarter Supplemental Budget Ordinance. The 2020 Proposed Budget adds a third Investigator to the unit. These positions support the initial work to stand up the HRIU unit and begin the phased process to transition in-scope department intake and investigations to HRIU. The HRIU investigators will also work closely with the newly created Office of the Employee Ombud to ensure that workplace misconduct concerns are addressed. These positions are paid for through central cost allocation and are budget neutral adds.

### Anti-Harassment/Anti-Discriminations Citywide Trainings

The Anti-Harassment and Anti-Discrimination Executive Order (EO) also tasked the SDHR director and the director of the Office for Civil Rights (OCR) to develop anti-harassment and anti-discrimination (AH/AD) training and then to work with all departments to develop a plan for employees to receive AH/AD and bias training. In order to meet the city-wide learning plan that is outlined in the Mayor's Executive Order, AH/AD learning content needs to be developed and implemented for approximately 11,000 City employees across 25 departments. This demand for trainings far exceeds the capacity that the two departments currently have for providing trainings. SDHR is the lead department on the EO and the training plan. The 2020 Proposed Budget adds two positions to SDHR: one permanent Project Manager and one term-limited one-year Project Coordinator to assist in the initial implementation of the training plan. The OCR position, as described in the OCR section of the budget, will add capacity to the department to lead Race and Social Justice Initiative (RSJI) training and partner with SDHR on embedding RSJI in the anti-harassment and anti-discrimination trainings.

### City Leadership Academy

The City Leadership Academy (CLA) is a nine-month development program for City of Seattle employees who want to expand their leadership skills, create change, and model racial equity, social justice, and inclusion. The CLA is a key strategy in creating a safe and inclusive workplace, as well as providing pathways for advancement for City personnel. The 2020 Proposed Budget includes a permanent position and operational funding to ensure this program continues to equip leaders with the skills to lead change, develop an inclusive culture, and collaborate across departments. The CLA is partially funded by \$5,000 departmental sponsorships per employee accepted into the program.

### Full HR Support for Small Departments and Offices

SDHR provides end-to-end HR support and aligns HR services to numerous departments and offices throughout the City. The 2020 Proposed Budget makes permanent a mid-year 2019 addition of a HR Business Partner to expand full-service HR support to additional City offices.

# Seattle Department of Human Resources

## HR Alignment

The 2019 Adopted Budget included a new HR allocation, charging SDHR's operating costs to each City department, and falling in line with the other central cost departments – the Seattle Information Technology Department (ITD) and the Finance & Administrative Services Department (FAS). The 2020 Proposed Budget continues SDHR's work towards transitioning and consolidating in a concerted effort to further engaging departments with the services they provide, supporting departments and employees, and solidifying the foundation for HR alignment.

## Comprehensive Wage Study

In an effort to align City represented job titles with current market rates, ensuring the equity and competitiveness of City jobs, the City will engage in a comprehensive wage study under the terms of a Memorandum of Agreement (MOA) between the City and the Coalition of City Unions. The wage study will encompass all Coalition titles, of which there are approximately 650 Citywide and is funded at \$2 million. This project is expected to be completed by December 31, 2021.

## **Other 2020 Proposed Budget Items**

Several additional baseline and operational adjustments are included in the proposed budget, which:

- Adjusts appropriation for changes to central costs including internal services, health care, retirement and workers' compensation charges;
- Adds two positions, a 0.5 Administrative Specialist 2 in support of the retiree medical plan funded by the Retirement Department (SCERS), and the addition of a term-limited temporary Health Advocacy Project Manager to implement and manage the City's new Advocacy and Well-Being (AWB) program, funded by the Health Care Fund;
- Adds budget and appropriations for \$70,000 for annual software license fee increases; and
- Adds funding for the first year of a two-year scoping and planning study to replace HRIS/EV5, the current system used for employee timekeeping, payroll, and basic HR management functions. The first year adds \$336,000 and the second-year costs, currently estimated at \$2.2 million, will be addressed in the next biennial budget.

Finally, the 2020 Proposed Budget includes net-zero technical adjustments for simplification and alignment of SDHR's budget. These adjustments include correcting labor budgets to align with position transfers, the reallocation of paid time off distribution for ease of tracking and reporting, the consolidation of IT project budgets to ensure proper account coding, and the redistribution of the indirect project budget to improve SDHR's complex cost recovery.

## **Personnel Compensation Trust Funds**

The following provides a summary of each of the five individual funds that comprise the Personnel Compensation Trust Funds and are administered by SDHR.

**Health Care Fund:** Total City health care costs including medical, dental and vision care are expected to reach \$264 million in 2020. The City of Seattle experienced slow growth in average cost increases from 2014 through 2016. However, health care costs are generally cyclical in nature and in 2017 and 2018 the City of Seattle experienced health care deficits. Costs are expected to increase with a 7% annual trend in 2020.

The 2020 Proposed Budget assumes an estimate of 12,058 active employees enrolled in healthcare.

**Fire Fighters Health Care Fund:** The Fire Fighters Health Care Fund was created in the City's new financial system to track fire fighter employee contributions previously held within the larger Health Care Fund. This adjustment transfers revenue and expense budget to the new fund (63100).



## Seattle Department of Human Resources

**Industrial Insurance Fund:** The 2020 Proposed Budget assumes decreases in total expenditures, principally due to lower projected fees paid to the state Department of Labor and Industries (L&I) for assessments and other services.

The 2020 Proposed Budget includes no funds for purchase and implementation of a new workers' compensation system, a project scheduled for completion in 2019. However, two additional administrative expenditures are proposed, including a one-time cost of \$50,000 to configure the new system to streamline Occupational Safety and Health Administration (OSHA) reporting and an on-going annual expenditure of \$15,000 for staff certifications required by L&I.

**Unemployment Insurance Fund:** The 2020 Proposed Budget for unemployment expenses is unchanged from the 2020 Endorsed Budget.

**Group Term Life Fund:** Total costs in the fund are expected to be approximately \$6.6 million in 2020. Unchanged from the 2020 Endorsed Budget the City Council approved in November 2018, the 2020 Proposed Budget costs are an increase of 2% over the 2019 Adopted Budget.

# Seattle Department of Human Resources

## Incremental Budget Changes

### Seattle Department of Human Resources

	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>302,372,217</b>	<b>108.00</b>
 <b>Baseline</b>		
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	950,139	-
2020 State Paid Family Medical Leave Increase Base Budget	14,816	-
Budget Increase for Cornerstone System Licensing Costs	70,000	-
Citywide Adjustments for Standard Cost Changes	1,060,158	-
Transfer Budget Authority from Health Care Fund to Fire Fighters Health Care Fund	-	-
 <b>Proposed Operating</b>		
Addition of AH/AD Learning Partner and Project Manager	281,551	1.00
Addition of City Leadership Academy Program Advisor and Program Funding	247,559	1.00
Addition of Funding for Human Capital Management (HCM) Scoping Study	336,149	-
Addition of HR Investigations Unit Positions	625,644	4.00
Addition of Human Resources Business Partner	156,081	1.00
Addition of Retiree Benefits Position	52,599	0.50
Addition of Term-Limited Temporary Health Advocacy Project Manager	131,534	-
Addition of Two Term-Limited Temporary Positions and Funding for Wage Study	2,008,868	-
Implement Centralized OSHA Workers Compensation System	50,000	-
Increase Budget for Workers' Compensation Training and Certification	15,000	-
Transfer of Positions to HR Investigations Unit	-	-
 <b>Proposed Technical</b>		
2020 Healthcare Expenditure Adjustment	14,901,380	-
2020 Industrial Insurance Expenditure Adjustment	(215,127)	-
Balancing of Indirect Cost Recovery	-	-
Consolidation of IT Projects Budget	-	-
Indirect Cost Recovery Alignment	-	-
Indirect Project Budget Alignment	-	-
Net-Zero Budget Alignment	-	-
Paid Time Off Cost Redistribution	-	-
 <b>Total Incremental Changes</b>	 <b>\$20,686,351</b>	 <b>7.50</b>
 <b>Total 2020 Proposed Budget</b>	 <b>\$323,058,568</b>	 <b>115.50</b>

# Seattle Department of Human Resources

## Description of Incremental Budget Changes

### Baseline

#### **2020 Coalition and Non-Rep Annual Wage Increase Base Budget**

Expenditures \$950,139

This centrally administered change adjusts appropriations to reflect the Annual Wage Increase, as outlined in the tentative agreement between the City and the Coalition of Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor.

#### **2020 State Paid Family Medical Leave Increase Base Budget**

Expenditures \$14,816

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the tentative agreement with the Coalition of Unions moves a portion of the cost responsibility to the employee in 2020, with the City paying the remainder. This item increases appropriations to account for the City's obligation for all employees.

#### **Budget Increase for Cornerstone System Licensing Costs**

Expenditures \$70,000

SDHR pays the annual license fees for Cornerstone, the Citywide training and performance management system. The contract is five years with a two-year extension and is scheduled to expire in June 2019. The City's cost did not change during the initial five-year period. Under the terms of the extension, the vendor will adjust the City's license fees to reflect interim price increases, a change in the subscription model and growth in the number of employees using the system. This change in appropriations will cover the additional cost of subscription.

#### **Citywide Adjustments for Standard Cost Changes**

Expenditures \$1,060,158

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including the Department of Finance & Administrative Services rates, Information Technology rates and Human Resources rates, health care, retirement and industrial insurance charges for the department. This adjustment also includes a transfer of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City's efforts to improve investigative processes and practices across the City departments. While the internal service rates are final for 2020, some of the other adjustments reflect initial assumptions about these costs and inflators early in the budget process.

#### **Transfer Budget Authority from Health Care Fund to Fire Fighters Health Care Fund**

Expenditures -

Revenues -

A new Fire Fighters Health Care Fund was created in the 2019 2nd Quarter Supplemental Budget Ordinance. The City's health care costs for fire fighters had previously been appropriated in the Health Care Fund and separating them out allows for easier tracking of fire fighter employee contributions. This action transfers appropriation authority from the Health Care Fund to the Fire Fighters Health Care Fund.

# Seattle Department of Human Resources

## Proposed Operating

### **Addition of AH/AD Learning Partner and Project Manager**

Expenditures	\$281,551
Position Allocation	1.00

This item adds two positions in SDHR to create and implement the work of the Anti-Harassment/Anti-Discrimination Citywide Train-the-Facilitator (TTF) program and develop and manage Anti-Harassment/Anti-Discrimination learning courses. These positions include:

- One 1.0 FTE Strategic Advisor 1, One-year Term-Limited Temporary
- One 1.0 FTE Strategic Advisor 1, Permanent

The TTF is in line with and supports the vision of SDHR serving as a consulting body. Furthermore, the TTF model builds capacity using existing resources, is more sustainable, and advances the work of shifting the City culture to one that learns and practices racial equity. An additional position is included in the Office for Civil Rights budget.

### **Addition of City Leadership Academy Program Advisor and Program Funding**

Expenditures	\$247,559
Revenues	\$100,000
Position Allocation	1.00

This item adds a 1.0 FTE City Leadership Academy (CLA) Strategic Advisor 1 Program Advisor position and appropriates program costs from two sources: a sponsorship fee paid for each participant by the home department, and the remainder recovered through SDHR allocation (beginning 2021).

### **Addition of Funding for Human Capital Management (HCM) Scoping Study**

Expenditures	\$336,149
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This item adds funding for the first year of a two-year scoping and planning project for the future replacement of the current HRIS/EV5 application, which helps track position authority and personnel across the City. The current HRIS/EV5 application is at or near end of its useful life and it will be an ongoing challenge to stay current and compliant with security requirements.

### **Addition of HR Investigations Unit Positions**

Expenditures	\$625,644
Position Allocation	4.00

This item adds four positions to the Human Resources Investigations Unit created through the Mayor's Executive Order 2018-04. These positions include:

- Three 1.0 FTE Strategic Advisor 2 - City Investigators
- One 1.0 FTE Management Systems Analyst

These positions support the initial work to stand up the HRIU unit and begin the phased process to transition in-scope department intake and investigations to HRIU.

### **Addition of Human Resources Business Partner**

Expenditures	\$156,081
Position Allocation	1.00

This item adds a 1.0 FTE Strategic Advisor 1 HR Business Partner (HRBP) position to provide full-service HR support to additional small City offices. This request is for budget authority only as ongoing funding is through the SDHR internal services cost allocation.

# Seattle Department of Human Resources

## **Addition of Retiree Benefits Position**

Expenditures	\$52,599
Position Allocation	0.50

This item adds a 0.5 FTE Administrative Specialist 2 position to provide retiree medical plan administrative support. This request is for budget authority only as ongoing funding is through the Retirement Department (SCERS) and is through the SDHR internal services cost allocation.

## **Addition of Term-Limited Temporary Health Advocacy Project Manager**

Expenditures	\$131,534
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This item adds a term-limited temporary 1.0 FTE Strategic Advisor 1 Health Advocacy Project Manager to implement and manage the City's new Advocacy and Well-Being (AWB) program. The position will assist with review and evaluation of vendor proposals, develop change management communication strategies and be responsible for post-implementation activities, strategies and communication. The Health Care Fund will cover the salary and benefits costs.

## **Addition of Two Term-Limited Temporary Positions and Funding for Wage Study**

Expenditures	\$2,008,868
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This item adds two term-limited temporary positions and funding for consultant costs to complete a comprehensive wage study encompassing all Coalition titles. The positions include:

- One 1.0 FTE Strategic Advisor 2, Term-Limited Temporary
- One 1.0 Management Systems Analyst, Term-limited Temporary

This will be funded pursuant to a Memorandum of Agreement (MOA) between the City of Seattle and the Coalition of City Unions. The study is expected to take multiple years.

## **Implement Centralized OSHA Workers Compensation System**

Expenditures	\$50,000
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This item adds one-time funding to configure new Origami workers compensation system Citywide, implement centralized OSHA tracking and reporting, and transition all departments to the centralized system; this will allow SDHR to easily track Citywide trends and produce aggregate reports.

## **Increase Budget for Workers' Compensation Training and Certification**

Expenditures	\$15,000
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This item adds ongoing funding to support the required Washington State Department of Labor and Industries (L&I) certification and training of City employees who administer worker compensation claims.

## **Transfer of Positions to HR Investigations Unit**

Expenditures	-
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This item transfers two existing positions to the HR Investigations Unit created through the Mayor's Executive Order 2018-04. These positions include:

- One 1.0 FTE Executive 1 - Director
- One 1.0 FTE Strategic Advisor 3 – City Investigator

These positions support the initial work to stand up the HRIU unit and begin the phased process to transition in-scope department intake and investigations to HRIU.

# Seattle Department of Human Resources

## Proposed Technical

### **2020 Healthcare Expenditure Adjustment**

Expenditures \$14,901,380

This adjustment to the health care fund reflects a trend rate of 7% in 2020. The City's total health care enrollment is expected to have a slight increase in 2020, compared to the 2019 Adopted Budget.

### **2020 Industrial Insurance Expenditure Adjustment**

Expenditures \$(215,127)

This adjustment to the Industrial Insurance fund reflects decreases in total expenditures of 1%, due principally to lower projected fees to be paid to the Department of Labor and Industries (L&I) for assessments and other services.

### **Balancing of Indirect Cost Recovery**

Expenditures -

This budget neutral adjustment redistributes indirect cost recovery to balance 2020 Proposed Budget.

### **Consolidation of IT Projects Budget**

Expenditures -

This budget neutral adjustment moves the Customer Relationship Management System budget to ensure accurate coding.

### **Indirect Cost Recovery Alignment**

Expenditures -

This technical adjustment is a net-zero alignment between indirect cost recovery accounts.

### **Indirect Project Budget Alignment**

Expenditures -

This budget neutral adjustment redistributes the salary and benefits budget to materially improve SDHR complex indirect cost recovery for internal budget management, tracking and reporting.

### **Net-Zero Budget Alignment**

Expenditures -

This budget neutral adjustment aligns labor budget with position transfers.

### **Paid Time Off Cost Redistribution**

Expenditures -

This budget neutral adjustment reallocates the budget authority for Paid Time Off for ease of tracking and reporting purposes.

# Seattle Department of Human Resources

## Expenditure Overview

	2018	2019	2020	2020
Appropriations	Actuals	Adopted	Endorsed	Proposed
<b>SDHR - BO-HR-GTL - GTL/LTD/AD&amp;D Insurance Service</b>				
10113 - Group Term Life Fund	6,354,391	6,515,474	6,645,783	6,645,783
<b>Total for BSL: BO-HR-GTL</b>	<b>6,354,391</b>	<b>6,515,474</b>	<b>6,645,783</b>	<b>6,645,783</b>
<b>SDHR - BO-HR-HEALTH - Health Care Services</b>				
10112 - Health Care Fund	230,850,493	240,053,548	250,793,200	263,694,580
63100 - Fire Fighters Healthcare Fund	-	-	-	2,000,000
<b>Total for BSL: BO-HR-HEALTH</b>	<b>230,850,493</b>	<b>240,053,548</b>	<b>250,793,200</b>	<b>265,694,580</b>
<b>SDHR - BO-HR-INDINS - Industrial Insurance Services</b>				
10110 - Industrial Insurance Fund	19,927,991	23,266,654	23,795,027	23,644,900
<b>Total for BSL: BO-HR-INDINS</b>	<b>19,927,991</b>	<b>23,266,654</b>	<b>23,795,027</b>	<b>23,644,900</b>
<b>SDHR - BO-HR-N5000 - Leadership and Administration</b>				
00100 - General Fund	(10,255)	-	-	1,257,000
64730 - Combined Charities	10,421	-	-	-
<b>Total for BSL: BO-HR-N5000</b>	<b>166</b>	<b>-</b>	<b>-</b>	<b>1,257,000</b>
<b>SDHR - BO-HR-N6000 - HR Services</b>				
00100 - General Fund	18,785,434	18,893,179	19,008,207	23,686,305
<b>Total for BSL: BO-HR-N6000</b>	<b>18,785,434</b>	<b>18,893,179</b>	<b>19,008,207</b>	<b>23,686,305</b>
<b>SDHR - BO-HR-UNEMP - Unemployment Services</b>				
10111 - Unemployment Insurance Fund	2,451,973	2,130,000	2,130,000	2,130,000
<b>Total for BSL: BO-HR-UNEMP</b>	<b>2,451,973</b>	<b>2,130,000</b>	<b>2,130,000</b>	<b>2,130,000</b>
<b>Department Total</b>	<b>278,370,448</b>	<b>290,858,855</b>	<b>302,372,217</b>	<b>323,058,568</b>
<b>Department Full-Time Equivalents Total*</b>	<b>112.50</b>	<b>108.00</b>	<b>108.00</b>	<b>115.50</b>

*\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

## Seattle Department of Human Resources

### Budget Summary by Fund Seattle Department of Human Resources

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
00100 - General Fund	18,775,179	18,893,179	19,008,207	24,943,305
10110 - Industrial Insurance Fund	19,927,991	23,266,654	23,795,027	23,644,900
10111 - Unemployment Insurance Fund	2,451,973	2,130,000	2,130,000	2,130,000
10112 - Health Care Fund	230,850,493	240,053,548	250,793,200	263,694,580
10113 - Group Term Life Fund	6,354,391	6,515,474	6,645,783	6,645,783
63100 - Fire Fighters Healthcare Fund	-	-	-	2,000,000
64730 - Combined Charities	10,421	-	-	-
<b>Budget Totals for SDHR</b>	<b>278,370,448</b>	<b>290,858,855</b>	<b>302,372,217</b>	<b>323,058,568</b>



# Seattle Department of Human Resources

## Appropriations by Budget Summary Level and Program

### SDHR - BO-HR-GTL - GTL/LTD/AD&D Insurance Service

The purpose of the Group Term Life Budget Summary Level is to provide appropriation authority for the City's group term life insurance, long-term disability insurance, and accidental death and dismemberment insurance.

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
GTL/LTD/AD&D Insurance	6,354,391	6,515,474	6,645,783	6,645,783
<b>Total</b>	<b>6,354,391</b>	<b>6,515,474</b>	<b>6,645,783</b>	<b>6,645,783</b>

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### SDHR - BO-HR-HEALTH - Health Care Services

The purpose of the Health Care Budget Summary Level is to provide for the City's medical, dental, and vision insurance programs; the Flexible Spending Account; the Employee Assistance Program; and COBRA continuation coverage costs.

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Health Care Services	230,850,493	240,053,548	250,793,200	265,694,580
<b>Total</b>	<b>230,850,493</b>	<b>240,053,548</b>	<b>250,793,200</b>	<b>265,694,580</b>

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### SDHR - BO-HR-INDINS - Industrial Insurance Services

The purpose of the Industrial Insurance Budget Summary Level is to provide for medical, wage replacement, pension, and disability claims related to occupational injuries and illnesses, occupational medical monitoring, workplace safety programs, and related expenses.

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Industrial Insurance Services	19,927,991	23,266,654	23,795,027	23,644,900
<b>Total</b>	<b>19,927,991</b>	<b>23,266,654</b>	<b>23,795,027</b>	<b>23,644,900</b>

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

## Seattle Department of Human Resources

### SDHR - BO-HR-N5000 - Leadership and Administration

The purpose of the Leadership and Administration Budget Summary Level is to establish Citywide personnel rules and policies; provide consultative assistance to employees, departments, and policymakers; and lead Citywide programs and initiatives with the underlying objective of workforce equity. This Budget Summary Level also provides services that support City and SDHR department management, including financial and accounting services.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Citywide Indirect Costs	2,025,471	2,719,508	2,412,553	3,729,098
Departmental Indirect Costs	2,632,084	2,690,360	2,709,404	3,038,220
Divisional Indirect Costs	5,637,300	5,093,661	5,129,656	4,302,667
Indirect Cost Recovery	(10,296,092)	(10,503,529)	(10,251,613)	(11,893,349)
Pooled Benefits	1,403	-	-	2,080,364
<b>Total</b>	<b>166</b>	<b>-</b>	<b>-</b>	<b>1,257,000</b>
Full-time Equivalents Total*	38.00	35.00	35.00	35.00

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Leadership and Administration Budget Summary Level:

#### Citywide Indirect Costs

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Citywide Indirect Costs	2,025,471	2,719,508	2,412,553	3,729,098

#### Departmental Indirect Costs

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Departmental Indirect Costs	2,632,084	2,690,360	2,709,404	3,038,220
Full Time Equivalents Total	17.00	17.00	17.00	17.00

#### Divisional Indirect Costs

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Divisional Indirect Costs	5,637,300	5,093,661	5,129,656	4,302,667
Full Time Equivalents Total	21.00	18.00	18.00	18.00

# Seattle Department of Human Resources

## Indirect Cost Recovery

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Expenditures/FTE				
Indirect Cost Recovery	(10,296,092)	(10,503,529)	(10,251,613)	(11,893,349)

## Pooled Benefits

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Expenditures/FTE				
Pooled Benefits	1,403	-	-	2,080,364

### **SDHR - BO-HR-N6000 - HR Services**

The purpose of the HR Services Budget Summary Level is to provide Citywide strategic and technical human resources support while incorporating workforce equity strategies. This BSL administers employee benefits including health care and workers' compensation, the voluntary deferred compensation plan, and absence management; provides recruitment and staffing services; delivers employee training and development services; and negotiates and implements collective bargaining agreements. Other functions include safety, compensation/classification, supported employment programs, and Citywide human resources information management services.

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
HR Investigations	-	-	-	1,153,007
HR Service Delivery	1,827,487	1,633,450	1,615,760	1,585,945
HR Shared/Admin Services	7,766,115	7,708,031	8,009,972	10,471,813
HR Work Force Equity	2,165,373	3,266,597	3,165,662	3,086,917
Labor Relations	1,925,953	2,348,181	2,314,880	2,352,389
Recruit Retent	3,027,208	1,646,086	1,629,889	2,263,569
Training/Org Effectiveness	2,073,298	2,290,834	2,272,044	2,772,665
<b>Total</b>	<b>18,785,434</b>	<b>18,893,179</b>	<b>19,008,207</b>	<b>23,686,305</b>
Full-time Equivalents Total*	74.50	73.00	73.00	80.50

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in HR Services Budget Summary Level:

### HR Investigations

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Expenditures/FTE				
HR Investigations	-	-	-	1,153,007
Full Time Equivalents Total	-	-	-	4.00

# Seattle Department of Human Resources

## HR Service Delivery

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Expenditures/FTE</b>				
HR Service Delivery	1,827,487	1,633,450	1,615,760	1,585,945
Full Time Equivalents Total	5.00	5.00	5.00	6.00

## HR Shared/Admin Services

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Expenditures/FTE</b>				
HR Shared/Admin Services	7,766,115	7,708,031	8,009,972	10,471,813
Full Time Equivalents Total	39.00	39.00	39.00	39.50

## HR Work Force Equity

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Expenditures/FTE</b>				
HR Work Force Equity	2,165,373	3,266,597	3,165,662	3,086,917
Full Time Equivalents Total	8.50	11.00	11.00	11.00

## Labor Relations

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Expenditures/FTE</b>				
Labor Relations	1,925,953	2,348,181	2,314,880	2,352,389
Full Time Equivalents Total	5.00	5.00	5.00	5.00

## Recruit Retent

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Expenditures/FTE</b>				
Recruit Retent	3,027,208	1,646,086	1,629,889	2,263,569
Full Time Equivalents Total	8.00	5.00	5.00	5.00

# Seattle Department of Human Resources

## Training/Org Effectiveness

	2018	2019	2020	2020
Expenditures/FTE	Actuals	Adopted	Endorsed	Proposed
Training/Org Effectiveness	2,073,298	2,290,834	2,272,044	2,772,665
Full Time Equivalents Total	9.00	8.00	8.00	10.00

### **SDHR - BO-HR-UNEMP - Unemployment Services**

The purpose of the Unemployment Insurance Budget Summary Level is to provide the budget authority for the City to pay unemployment compensation expenses.

Program Expenditures	2018	2019	2020	2020
	Actuals	Adopted	Endorsed	Proposed
Unemployment Services	2,451,973	2,130,000	2,130,000	2,130,000
<b>Total</b>	<b>2,451,973</b>	<b>2,130,000</b>	<b>2,130,000</b>	<b>2,130,000</b>

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*



# Office of Immigrant and Refugee Affairs

Cuc Vu, Director

(206) 233-3886

[www.seattle.gov/iandraffairs](http://www.seattle.gov/iandraffairs)

## Department Overview

The mission of the Office of Immigrant and Refugee Affairs (OIRA) is to improve the lives of Seattle's immigrant and refugee families. OIRA works to strengthen immigrant and refugee communities by engaging them in decisions about the City of Seattle's future and improving the City's programs and services to meet their needs.

OIRA collaborates with the Immigrant and Refugee Commission, community partners, government agencies, faith-based institutions, the private sector, and City departments to achieve our mission. According to the 2014 American Community Survey, immigrants and refugees comprise approximately 18 percent of Seattle's population. Today, the immigrant population has likely grown, as recent Census Bureau data shows that one in four (more than half a million) King County residents is foreign-born, increasing diversity in the region.

OIRA is dedicated to supporting the City's Race and Social Justice Initiative by consistently using the racial equity toolkit analysis, operationalizing racial equity in our workplans, and engaging directly with immigrant and refugee communities.

## Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
General Fund Support	4,627,758	5,277,873	5,087,146	3,954,420
<b>Total Operations</b>	<b>4,627,758</b>	<b>5,277,873</b>	<b>5,087,146</b>	<b>3,954,420</b>
<b>Total Appropriations</b>	<b>4,627,758</b>	<b>5,277,873</b>	<b>5,087,146</b>	<b>3,954,420</b>
Full-Time Equivalents Total*	9.00	9.50	9.50	9.50

*\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

# Office of Immigrant and Refugee Affairs

## Budget Overview

Mayor Durkan's 2020 Proposed Budget continues the City's commitment to protecting Seattle immigrants and their families from threats to their well-being and safety. The 2020 Proposed Budget maintains resources and staff to support the ongoing work of the Office of Immigrant and Refugee Affairs and includes technical baseline adjustments to meet tentative agreements with the Coalition of Unions. The tentative agreements include a State Paid Family Medical Leave and an Annual Wage Increase. Additional baseline adjustments account for changes to the expenditure authority and revenue acceptance of Washington State Department of Social and Health Services (DSHS) and Seattle Housing Authority (SHA) grants to fall in line with the issuance of the awards. The request for expenditure authority and revenue will be added via supplemental grant acceptance upon notice of receipt.

The final baseline adjustment addresses the partnership with King County to fund the Legal Defense Network. In 2017, the City provided \$1 million in one-time funding and the County added \$550,000 in one-time funding to create the Seattle-King County Immigrant Legal Defense Network (LDN) running through the end of 2018. The City, assuming it would continue to administer the joint program, renewed its commitment to invest \$1 million annually to the LDN in the 2019 Adopted and 2020 Endorsed Budget. Since the budget was adopted, Seattle and King County have worked to refine the program model and shifted funds to the County to administer. The ordinance associated with the five-year King County Veterans, Seniors and Human Services Levy (VSHSL) funding which supports the County contribution requires the County to conduct any procurement and evaluation processes associated with the VSHSL funding. As a result, the shift in contract administration to King County was necessary to allow continued joint funding of this regional program, though OIRA maintains a policy, planning and convening role. While this technical adjustment reduces OIRA's expenditure authority of the County's portion, the City's commitment to the LDN remains unchanged. Since starting in October 2017, the LDN has assisted over 700 individuals with legal advice, direct representation, and in placing them with pro bono attorneys.



# Office of Immigrant and Refugee Affairs

## Incremental Budget Changes

### Office of Immigrant and Refugee Affairs

	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>5,087,146</b>	<b>9.50</b>
<b>Baseline</b>		
Citywide Adjustments for Standard Cost Changes	6,769	-
DSHS grant expenditure and revenue reduced	(390,000)	-
King County Funding to Legal Defense Network Reduction	(810,000)	-
SHA grant expenditure and revenue reduced	(25,941)	-
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	85,103	-
2020 State Paid Family Medical Leave Increase Base Budget	1,343	-
<b>Total Incremental Changes</b>	<b>\$(1,132,726)</b>	<b>-</b>
<b>Total 2020 Proposed Budget</b>	<b>\$3,954,420</b>	<b>9.50</b>

## Description of Incremental Budget Changes

### Baseline

#### Citywide Adjustments for Standard Cost Changes

Expenditures \$6,769

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including the Department of Finance & Administrative Services rates, Information Technology rates and Human Resources rates, health care, retirement and industrial insurance charges for the department. This adjustment also includes a transfer of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City's efforts to improve investigative processes and practices across the City departments. While the internal service rates are final for 2020, some of the other adjustments reflect initial assumptions about these costs and inflators early in the budget process.

#### DSHS grant expenditure and revenue reduced

Expenditures \$(390,000)

Revenues \$(390,000)

This technical change reduces the \$390,000 expenditure authority and revenue in the 2020 baseline which corresponds to WA Department of Social and Health Services funding awarded annually for a July-June contract period, to support the New Citizen Program. In future this expenditure authority and revenue will be added via supplemental grant acceptance ordinance when received.

# Office of Immigrant and Refugee Affairs

## King County Funding to Legal Defense Network Reduction

Expenditures \$(810,000)

This adjustment reduces OIRA's expenditure authority corresponding to the amount appropriated for King County's portion of 2020 funding for the Legal Defense Network (LDN). Per a Memorandum of Agreement, King County will administer the funds for both entities and not transfer the County funding to the City of Seattle.

## SHA grant expenditure and revenue reduced

Expenditures \$(25,941)

Revenues \$(25,941)

This technical change reduces the \$25,941 expenditure authority and revenue in the 2020 baseline which corresponds to Seattle Housing Authority funding awarded annually, to support the New Citizen Program. In future this expenditure authority and revenue will be added via supplemental grant acceptance ordinance when the award notification is received.

## 2020 Coalition and Non-Rep Annual Wage Increase Base Budget

Expenditures \$85,103

This centrally administered change adjusts appropriations to reflect the Annual Wage Increase, as outlined in the tentative agreement between the City and the Coalition of Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor.

## 2020 State Paid Family Medical Leave Increase Base Budget

Expenditures \$1,343

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the tentative agreement with the Coalition of Unions moves a portion of the cost responsibility to the employee in 2020, with the City paying the remainder. This item increases appropriations to account for the City's obligation for all employees.

## Office of Immigrant and Refugee Affairs

### Expenditure Overview

	2018	2019	2020	2020
Appropriations	Actuals	Adopted	Endorsed	Proposed
<b>OIRA - BO-IA-X1N00 - Office of Immigrant and Refugee Affairs</b>				
00100 - General Fund	4,627,758	5,277,873	5,087,146	3,954,420
<b>Total for BSL: BO-IA-X1N00</b>	<b>4,627,758</b>	<b>5,277,873</b>	<b>5,087,146</b>	<b>3,954,420</b>
<b>Department Total</b>	<b>4,627,758</b>	<b>5,277,873</b>	<b>5,087,146</b>	<b>3,954,420</b>
<b>Department Full-Time Equivalents Total*</b>	<b>9.00</b>	<b>9.50</b>	<b>9.50</b>	<b>9.50</b>

\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

### Budget Summary by Fund Office of Immigrant and Refugee Affairs

	2018	2019	2020	2020
	Actuals	Adopted	Endorsed	Proposed
00100 - General Fund	4,627,758	5,277,873	5,087,146	3,954,420
<b>Budget Totals for OIRA</b>	<b>4,627,758</b>	<b>5,277,873</b>	<b>5,087,146</b>	<b>3,954,420</b>

### Revenue Overview

#### 2020 Estimated Revenues

Account Code	Account Name	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
330020	Intergov-Revenues	-	795,000	810,000	-
331110	Direct Fed Grants	-	425,000	400,000	400,000
334010	State Grants	424,620	390,000	390,000	-
337010	Interlocal Grants	-	25,941	25,941	-
337080	Other Private Contrib & Dons	35,000	-	-	-
<b>Total Revenues for: 00100 - General Fund</b>		<b>459,620</b>	<b>1,635,941</b>	<b>1,625,941</b>	<b>400,000</b>
<b>Total OIRA Resources</b>		<b>459,620</b>	<b>1,635,941</b>	<b>1,625,941</b>	<b>400,000</b>

## Office of Immigrant and Refugee Affairs

### Appropriations by Budget Summary Level and Program

#### **OIRA - BO-IA-X1N00 - Office of Immigrant and Refugee Affairs**

The purpose of the Office of Immigrant and Refugee Affairs Budget Summary Level is to facilitate the successful integration of immigrants and refugees into Seattle's civic, economic, and cultural life and to advocate on behalf of immigrant and refugee communities so that the City's programs and services better meet the unique needs of these constituents.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Office of Immigrant and Refugee	4,627,758	5,277,873	5,087,146	3,954,420
<b>Total</b>	<b>4,627,758</b>	<b>5,277,873</b>	<b>5,087,146</b>	<b>3,954,420</b>
Full-time Equivalents Total*	9.00	9.50	9.50	9.50

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

# Seattle Information Technology Department

Saad Bashir, Chief Technology Officer

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<http://www.seattle.gov/seattleIT>

## Department Overview

The Seattle Information Technology Department (Seattle IT) provides strategic direction for and management of the City's information technology resources. These include telecommunications, data, and supporting physical infrastructure; applications and application infrastructure; computer engineering and operations; data centers, servers, storage, and backup equipment; desktop, mobile, and printing devices; cloud services; digital engagement services; and the services to provide, maintain, and support the above for the City.

Seattle IT is a relatively new department, created in April 2016, comprised of information technology staff and resources previously located throughout City departments and in the City's previous IT department, the Department of Information Technology. With a full view of the City's IT needs, Seattle IT looks for opportunities to consolidate multi-department IT requests into one Citywide project, identifies similar programs that can share a common platform, and considers where a department may already have a solution that another department could utilize.

In 2019, Seattle IT implemented a reorganization to improve its ability to provide to best-in-class digital service. Seattle IT is now organized into 11 divisions: Frontline Digital Services; Digital Workplace; Business Applications; Platform Applications; Client Solutions; Executive Advisor; Service Modernization; Chief Privacy Officer; Digital Security & Risk; Technology Infrastructure; and the Chief of Staff.

The **Frontline Digital Services** Division is accountable for day to day client support and services, including device and customer support, web support, and IT service management.

The **Digital Workplace** Division provides modern tools and technologies for the City. The division endeavors to find all the processes the City is using and improve them with digital tools.

The **Business Applications** Division provides development and support for applications that are specific to departments' business needs, including finance and human resources, public safety and dispatch, and utility systems.

The **Platform Applications** Division manages enterprise-wide software solutions including GIS, CRM, and Permitting. The division's support ranges from ongoing software maintenance to enhancements and special projects.

The **Client Solutions** Division strategically leads departments through technology service delivery. The division is a part of the Seattle IT Leadership Team and plays a vital role in service delivery to its business customers.

The **Executive Advisor** Division oversees several business-critical areas including the City's cable television franchises, providing affordable high-speed internet access to residents, businesses, and institutions. The division maintains regular information exchanges with government stakeholders and oversees the departments Race and Social Justice initiative including digital equity.

The **Service Modernization** Division addresses new functionality and plans a modern approach to Best-in-Class digital service.

The **Chief Privacy Officer** Division provides structure and guidance essential for City departments to fully incorporate appropriate privacy practices into daily operations, and to build public trust and confidence in how we collect and manage the public's personal information.

## Seattle Information Technology Department

The **Digital Security & Risk** Division balances safeguarding the City's assets, infrastructure, and the information entrusted to the City with the City's commitment to openness, transparency, equity, and innovation.

The **Technology Infrastructure** Division manages the back-end infrastructure of the organization.

The **Chief of Staff** Division provides the services that enable the successful operation of the department including corporate performance management, budget, finance, accounting, human resources, communications, administrative, contracting and purchasing services.

As an internal service department, Seattle IT provides services to other City departments that in turn pay Seattle IT for the services they purchase. As such, Seattle IT receives revenue from most of the major fund sources within the City, including the General Fund, Seattle City Light, Seattle Public Utilities, Seattle Department of Transportation, Seattle Department of Construction and Inspections and the Retirement Fund. Seattle IT also receives funds from the City's Cable Television Fund, grants and other government agencies external to the City (e.g., Seattle Public Schools, the Port of Seattle) that buy Seattle IT services for special projects.

### Cable Fund Overview

Beginning in 1996, the City of Seattle entered into cable franchise agreements that included a franchise fee as compensation for cable television providers locating in the public right-of-way. The City has approved franchises with CenturyLink, Comcast and Wave Division I.

The Cable Television Franchise Fund (created by Ordinance 118196) revenues come from the franchise fee collected from the agreements. Related expenditures are budgeted in Seattle IT and charged to the Cable Television Franchise Fund. Resolution 30379 establishes usage policies for the fund. The fund pays for the following services:

- administration of the Cable Customer Bill of Rights as well as the public, education, and government access costs the City is obligated to fund under the terms of its cable franchise agreements;
- support of the Seattle Channel, including both operations and capital equipment;
- programs and projects promoting technology literacy and access, including related research, analysis, and evaluation; and
- use of innovative and interactive technology, including television and online content, to provide ways for residents to access City services.

### Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
Other Funding - Operating	189,487,779	250,805,220	233,941,233	249,775,288
<b>Total Operations</b>	<b>189,487,779</b>	<b>250,805,220</b>	<b>233,941,233</b>	<b>249,775,288</b>
<b>Capital Support</b>				
Other Funding - Capital	25,464,942	36,981,798	34,354,681	32,733,606
<b>Total Capital</b>	<b>25,464,942</b>	<b>36,981,798</b>	<b>34,354,681</b>	<b>32,733,606</b>
<b>Total Appropriations</b>	<b>214,952,721</b>	<b>287,787,018</b>	<b>268,295,914</b>	<b>282,508,894</b>
Full-Time Equivalents Total*	667.60	680.60	680.60	701.10

\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

# Seattle Information Technology Department

## Budget Overview

To develop the 2020 Proposed Budget, the Seattle Information Technology Department (Seattle IT) solicited new information technology (IT) project proposals from departments; evaluated proposals based on need, security, compliance and cost; looked for opportunities to create efficiencies and invest in common platforms; and approved individual department IT requests. The proposed budget reflects Seattle IT's new vision of providing best in-class digital services and follows six primary objectives: to be connective and collaborative, to be efficient and flexible, to continually invest in talent and capabilities, to be modern and innovative, to be reliable and sustainable, and to focus on privacy and transparency.

### Reorganization of Seattle IT's Structure

The proposed budget includes adjustments to reflect the Seattle IT reorganization implemented in May 2019. The reorganization has five outcomes:

- simplify reporting relationships to improve the paces of decision-making;
- group similar components to deliberately increase collaboration;
- pivot every inch of Seattle IT to be innovation savvy that provides leadership to the rest of the organization;
- create a transparent view of Seattle IT for the benefit of stakeholders; and
- activate critical back office support functions to enable the rest of Seattle IT for success.

### Budget Efficiencies

Seattle IT reviewed its budget to find reductions that would not impact the delivery of core services. The 2020 Proposed Budget includes a 1% increase in the assumed employee vacancy rate for Seattle IT, increasing it from 3% to 4%.

### Seattle IT Initiatives

The 2020 Proposed Budget includes funding for Seattle IT to enhance its service delivery and implement new projects on behalf of the City. Key changes to improve the delivery of IT services include additional staffing to increase capacity for Seattle IT's Finance team and the Seattle City Light and Seattle Public Utilities Customer Information System. In addition, the proposed budget provides appropriation authority for the following IT Initiatives projects:

- Accela is the City's preferred application for permitting systems. As more departments move on to the platform, Seattle IT needs to increase its ongoing technical and customer relations support. The 2020 Proposed Budget includes additional resources to support the Accela permitting system.
- Seattle IT will maintain applications created during the first round of the Innovation Advisory Council (IAC) projects. The IAC was launched on August 2, 2018, by way of an Executive Order signed by Mayor Durkan. It includes a range of our region's most innovative companies committed to sharing insights and expertise with the City as the City develops data-driven technological approaches to addressing our priority areas of homelessness, affordability, and delivery of basic services. These applications include a youth opportunity portal and an application to support the City's Navigation Teams.

### Cable Television Franchise Fund Budget Efficiencies

The Cable Television Franchise Fund receives revenues from cable television provider franchise fees. The 2020 Proposed Budget continues previous uses of the Cable Fund for programs such as the Seattle Channel, the Cable Customer Bill of Rights, initiatives that promote technology literacy and access, and technology that provides ways for residents to access City services.

Cable franchise fee revenues declined significantly from 2018 to 2019. Revenues continue to fall and will steadily decline in future years as Seattle residents increasingly discontinue their cable television service in favor of internet-

## Seattle Information Technology Department

based streaming video services that are not subject to the City's regulatory structure. The 2020 budget reduces expenditures for programming that has historically been supported by the Cable Fund including reducing some contracted services and identifying alternative funding sources to replace the use of the Cable Fund. Seattle IT is closely monitoring quarterly franchise payments to determine the level of future reductions that will be necessary.

### Department Initiatives

Seattle IT's budget includes funding for eight department-specific IT projects for which Seattle IT will do the work and collect revenues from the respective departments. These project funds are appropriated in both Seattle IT and in department budgets. These projects are shown in the Seattle IT budget book pages; however, the detail for these projects are included in the budget book sections for the individual departments. Please see the individual departments' budget book sections for more details.

### Technical Changes

The proposed budget includes technical adjustments to implement a rebate for the reconciliation of the 2018 actual spending to revenues, and to increase the appropriation for maintenance and other standard annual cost increases.

- Seattle IT has performed a rate reconciliation of the 2018 shared services operating costs comparing revenues to actual expenditures. Seattle IT will rebate the amount that is underspend from the 2018 revenue collection. Seattle IT is committed to conducting this reconciliation annually.
- Seattle IT faces increased costs of existing systems and software licensing under contract as well as an increase in the leasing cost of a radio site.

The proposed budget also includes adjustments to add permanent positions to replace contract-in position, remove an Office Management Aide position, adjust budget system license cost revenues to accurately reflect the departments' licenses, align funding with planned spending in the 6-year Capital Improvement Program (CIP), reflect changes made through supplemental budget legislation, adjust for State Paid Family Medical Leave increase, add 2020 coalition and non-represented annual wage increases, and update internal service costs.



# Seattle Information Technology Department

## Incremental Budget Changes

### Seattle Information Technology Department

	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>268,295,914</b>	<b>680.60</b>
<b>Baseline</b>		
2020 Seattle IT Baseline CIP Adjustment	-	-
Citywide Adjustments for Standard Cost Changes	205,772	-
Seattle IT Baseline Changes	218,734	-
<b>Proposed Operating</b>		
Increase Vacancy Rate by 1%	(1,038,035)	-
Reduce Excess Space Rent Budget	(1,018,256)	-
Increase Staff Support for Accela Program	1,326,750	8.50
Seattle Police Department Records Management System Maintenance	822,000	-
Earthquake Early Warning	10,000	-
Navigation Team App 2.0	10,000	-
Youth Opportunity Portal	10,000	-
Add Staff to Support Customer Information System Reporting	302,206	2.00
Capitol Hill Radio Lease Funding	145,000	-
Change Allocation Methodology for Compliance Service	21,581	-
IT Infrastructure Maintenance Funding	613,000	-
Budget Change Overhead Impacts	325,501	-
Seattle IT Reorganization Budget Alignment	(138,777)	-
Transfer Seattle City Light (SCL) Internal Operating Initiatives Funds to SCL	(1,608,407)	-
Utility Customer Self-Service Support	158,131	-
Cable Fund: Convert a Position to Single Point of Contact on Small Cell for Carriers	-	-
Cable Fund: Eliminate Digital Equity Manager Position	(178,256)	(1.00)
Cable Fund: Eliminate Funding for a Temporary Community Technology Outreach Coordinator Position	(167,350)	-
Cable Fund: Eliminate Open Data Manager Position	(165,032)	(1.00)
Cable Fund: Align Funding for Ytech Digital Pathways Program	(45,000)	-
Cable Fund: Reduce Seattle Channel CIP Budget	(75,000)	-
Cable Fund: Reduction of Seattle Channel Contracted Services	(202,700)	-
Cable Fund: Transfer Digital Media Specialist Position to Communications	-	-
Cable Fund: Transfer Information Technology Professional-C to Public Engagement	-	-
Cable Fund: Transfer Seattle Channel Position to Seattle IT (ITD) Communications Team	-	-
Cable Fund: Library Levy Wi-Fi Hotspots Revenue Change	(642,000)	-

## Seattle Information Technology Department

Cable Fund: Substitute Cable Fund with General Fund	-	-
Seattle Department of Construction and Inspections Accela Work Group	1,601,218	9.00
Seattle Department of Construction and Inspections Laptop Purchase	401,465	-
Seattle Department of Transportation Permitting Archives	235,686	-
Department of Education and Early Learning Child Information and Provider System Enhancements	322,388	-
Finance and Administrative Services FleetAnywhere Hosted Solution	203,917	-
Seattle Department of Human Resources Compensation Assignment Reporting and Tracking System Replacement	527,329	-
Seattle Department of Human Resources Human Capital Management Scoping Study	175,000	-
Seattle Police Department Computer Aided Dispatch Replacement	2,675,343	-
<b>Proposed Technical</b>		
Eliminate Office Management Aide Position	-	(1.00)
2018 Revenue True Up Technical Adjustment	8,054,543	-
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	4,160,058	-
2020 State Paid Family Medical Leave Increase Base Budget	119,000	-
Abandon Unfunded Tech Management Tools Budget	(2,933,327)	-
Add Five Positions to Replace Contract-In Positions	-	5.00
Add Strategic Advisor 1 to Finance & Administration	-	1.00
Cable Fund: Transfer Strategic Advisor 2 Position to Enterprise Planning	-	-
Central Cost Manual Technical Adjustment	-	-
Department Specific Maintenance True Up	33,186	-
Questica Subscription Fees	-	-
Seattle Public Utilities (SPU) CIP Technical Adjustment	1,950,000	-
Seattle Public Utilities (SPU) Positions Transfer	(320,320)	(2.00)
Transfer Network CIP Budget to Operating – Capital Decrease	(500,000)	-
Transfer Network CIP Budget to Operating – Operating Increase	500,000	-
Transfer Position to Accela	-	-
Transfer Security CIP Funding to Operating and Abandon Unfunded Budget – Capital Decrease	(919,803)	-
Transfer Security CIP Funding to Operating and Abandon Unfunded Budget – Operating Increase	836,709	-
Transfer Tech Management Tools Maintenance Funding to Operating – Capital Decrease	(43,288)	-
Transfer Tech Management Tools Maintenance Funding to Operating – Operating Increase	43,288	-
Cable Fund Technical Adjustments	(1,799,275)	-
<b>Total Incremental Changes</b>	<b>\$14,212,980</b>	<b>20.50</b>
<b>Total 2020 Proposed Budget</b>	<b>\$282,508,893</b>	<b>701.10</b>

# Seattle Information Technology Department

## Description of Incremental Budget Changes

### Baseline

#### 2020 Seattle IT Baseline CIP Adjustment

Expenditures -

This technical adjustment applies CIP amendments made during 2019 to the Proposed CIP.

#### Citywide Adjustments for Standard Cost Changes

Expenditures \$205,772

Revenues \$205,772

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including the Department of Finance & Administrative Services rates, Information Technology rates and Human Resources rates, health care, retirement and industrial insurance charges for the department. This adjustment also includes a transfer of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City's efforts to improve investigative processes and practices across the City departments. While the internal service rates are final for 2020, some of the other adjustments reflect initial assumptions about these costs and inflators early in the budget process.

#### Seattle IT Baseline Changes

Expenditures \$218,734

This item adjusts the proposed budget for baseline changes including inflation, and resource realignment.

### Proposed Operating

#### Increase Vacancy Rate by 1%

Expenditures \$(1,038,035)

Revenues \$(1,038,035)

This item increases the department's employee vacancy rate assumption in the budget from 3% to 4%. By adjusting the vacancy rate assumption, the reduction better aligns the 2020 budget with the expected vacancy rate.

#### Reduce Excess Space Rent Budget

Expenditures \$(1,018,256)

Revenues \$(1,018,256)

This item aligns the space rent budget to the amount in the Central Cost Manual.

# Seattle Information Technology Department

## Increase Staff Support for Accela Program

Expenditures	\$1,326,750
Revenues	\$1,326,750
Position Allocation	8.50

This item adds positions to the Accela Program to fill the operating gaps that have emerged as more departments are using the system. The positions will support quality testing, operation and release management, systems analysis work for departments, and external customer support. Several of these positions fill roles currently filled by temporary or contracted positions.

## Seattle Police Department Records Management System Maintenance

Expenditures	\$822,000
Revenues	\$822,000

This item provides funding for the annual maintenance contract cost for the new Seattle Police Department records management system.

## Earthquake Early Warning

Expenditures	\$10,000
Revenues	\$10,000

This item adds ongoing funding to support an earthquake early warning system for the City. Under the leadership of the City's Innovation Advisory Council, the Earthquake Early Warning project seeks to build a last-mile alert prototype to deliver early warning of impending hazardous ground shaking to key public safety officials.

## Navigation Team App 2.0

Expenditures	\$10,000
Revenues	\$10,000

This item adds ongoing funding to support the work of the Navigation Team's NavApp 2.0 project. Under the leadership of the City's Innovation Advisory Council, NavApp 2.0 seeks to improve the Navigation Team's ability to use data to connect unsheltered individuals with existing services and create faster resolutions to hazardous situations.

## Youth Opportunity Portal

Expenditures	\$10,000
Revenues	\$10,000

This item adds ongoing funding to support the Youth Opportunity Portal project. Under the leadership of the City's Innovation Advisory Council, the Youth Opportunity Portal project seeks to create a central online website and a centralized application platform for youth programs.

## Seattle Information Technology Department

### Add Staff to Support Customer Information System Reporting

Expenditures	\$302,206
Revenues	\$302,206
Position Allocation	2.00

This item adds funding for two developers at the Information Technology Professional-B level to support Seattle City Light (SCL) and Seattle Public Utilities (SPU) to build out and sustain data platforms to support customer information system reporting requirements. The data reporting work will provide reports to SCL and SPU that inform business decisions.

### Capitol Hill Radio Lease Funding

Expenditures	\$145,000
Revenues	\$145,000

Seattle IT is operating under a new lease for the Capitol Hill radio site, a commercial tower infrastructure asset that provides services to critical City communications equipment. The new lease increases the City's expenditures by \$60,000 in 2019 and \$145,000 in 2020.

### Change Allocation Methodology for Compliance Service

Expenditures	\$21,581
Revenues	\$21,581

This item changes the cost recovery methodology for the Compliance project from the number of transactions and devices to the average IT allocation. Considering the continual evolution of technology and associated risks/threats, and the growing areas of compliance, Seattle IT (ITD) expanded the scope of the compliance group from solely focusing on payment compliance and account data protection-related standards to a single team focused on the broader spectrum of compliance. This changes the allocation methodology metric to one more appropriate for the broader scope of the combined team.

The increase in budget is a technical change related to ITD's own consumption of services which is higher in the new metric than in the old. Because these costs are double-budgeted within ITD as part of their indirect cost distribution, additional appropriation authority is needed. The total amount included in rates to customers is not changing.

### IT Infrastructure Maintenance Funding

Expenditures	\$613,000
Revenues	\$613,000

This item increases the budget for annual maintenance/licensing renewals of server/storage contracts and network/telecommunications contracts. This increase in cost is driven by increased customer usage and vendor inflation.

### Budget Change Overhead Impacts

Expenditures	\$325,501
Revenues	\$325,501

This item represents the changes to Seattle IT overhead from the items included in rate calculations. Seattle IT recovers revenue for its use of technology services. The proposed budget changes include changes that increase Seattle IT's use of technology services, leading to a need for an increase in appropriations. This is a technical change and does not affect customer rates.

# Seattle Information Technology Department

## Seattle IT Reorganization Budget Alignment

Expenditures	\$(138,777)
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This item aligns Seattle IT's baseline budget with the Department's new organizational structure. The difference between the old baseline and the new is a decrease in Seattle IT's use of technology services.

## Transfer Seattle City Light (SCL) Internal Operating Initiatives Funds to SCL

Expenditures	\$(1,608,407)
Revenues	\$(1,608,407)

This item transfers the funds in the Seattle City Light (SCL) Internal Operating Initiatives project back to Seattle City Light. This project is a holding project for the non-capitalizable portion of SCL's IT project funding. Rather than maintain a holding project for upcoming projects, Seattle IT will change to budgeting each project individually, as is consistent with the projects of other departments.

## Utility Customer Self-Service Support

Expenditures	\$158,131
Revenues	\$158,131

This item funds ongoing support and maintenance agreement with Milestone Utility Services, Inc. for the utility customer self-service portal application ("EPORTAL") implemented in 2019.

## Cable Fund: Convert a Position to Single Point of Contact on Small Cell for Carriers

Expenditures	-
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This item transfers a Strategic Advisor 2 position from the Digital Equity project to a newly created project to support the telecommunication industry transition to 5G deployment which will require low power, short range wireless transmission systems (also known as small cells). As the industry moves towards 5G deployment, this role will help coordinate City activities in support of the transitions. Currently an Interdepartmental Team (IDT) helps coordinate this activity and the processes necessary to provide space on City structures (e.g. utility poles). The IDT has identified a need for a single point of contact for this work. This position will address this need. This change shifts funding for this position from the Cable Fund to be supported by fees the City charges carriers.

## Cable Fund: Eliminate Digital Equity Manager Position

Expenditures	\$(178,256)
Revenues	\$(178,256)
Position Allocation	(1.00)

This item eliminates funding for the vacant Digital Equity Manager position. Other Seattle IT staff will assume the program and personnel management responsibilities of this positions.

## Seattle Information Technology Department

### **Cable Fund: Eliminate Funding for a Temporary Community Technology Outreach Coordinator Position**

Expenditures	\$(167,350)
Revenues	\$(167,350)

This item eliminates funding to support a temporary Community Technology Outreach Coordinator position in the Digital Equity program. This position supports the Community Technology Advisory Board and the Surveillance Working Group. Seattle IT will shift the work to support the advisory board and working group to other staff in the department.

### **Cable Fund: Eliminate Open Data Manager Position**

Expenditures	\$(165,032)
Revenues	\$(165,032)
Position Allocation	(1.00)

This item eliminates funding for Seattle IT's vacant Open Data Manager position. With the department's recent reorganization, the Open Data program has merged with other data services, and Seattle IT will leverage other resources to fulfill this function.

### **Cable Fund: Align Funding for Ytech Digital Pathways Program**

Expenditures	\$(45,000)
Revenues	\$(45,000)

This item aligns the funding from the Community Technology Services project to reflect the 2019 contract amount of \$45,000 per year to support the Greater Seattle YMCA's YTech Digital Pathways program. YTech provides workshops targeted at young adults experiencing or at risk of homelessness, focusing on real-world digital skills that will increase participant access to employment, education and other important resources, including housing, and healthcare. It also offers a weekly after-school program for middle and high school students, intended to help build a bridge between low income youth, youth of color, immigrant and refugee youth, and Seattle's tech economy.

### **Cable Fund: Reduce Seattle Channel CIP Budget**

Expenditures	\$(75,000)
Revenues	\$(75,000)

This item reduces the Seattle Channel's Capital Improvement Plan budget for equipment and equipment maintenance services to address shortfalls in revenues in the Cable Fund. The reduction of the capital budget may reduce the amount and quality of equipment the Channel procures to produce its programming and will require an extension of maintenance contracts on some equipment.

### **Cable Fund: Reduction of Seattle Channel Contracted Services**

Expenditures	\$(202,700)
Revenues	\$(202,700)

This item is a budget reduction to respond to Cable Fund revenue shortfalls. The reduction of contractor services will result in a reduction of resources needed to produce some Seattle Channel programs and will reduce the overall frequency of some of the programs the Channel delivers.

# Seattle Information Technology Department

## **Cable Fund: Transfer Digital Media Specialist Position to Communications**

Expenditures	-
Revenues	-
Position Allocation	-

This item transfers the Digital Media Specialist position to Seattle IT's Communications team. As a part of Seattle IT's recent reorganization, the department identified this position as a better resource for the Communications team and it will now be supported by Seattle IT rates rather than the Cable Fund. This change does not lead to service-level impacts.

## **Cable Fund: Transfer Information Technology Professional-C to Public Engagement**

Expenditures	-
Position Allocation	-

This item transfers an Information Technology Professional-C (ITP-C) position from the Seattle Channel to the Public Engagement team. This position currently supports the Seattle Channel website and this change incorporates those responsibilities into the overall web work of the Public Engagement team. This position will now be supported by Seattle IT rates rather than the Cable Fund.

## **Cable Fund: Transfer Seattle Channel Position to Seattle IT (ITD) Communications Team**

Expenditures	-
Revenues	-
Position Allocation	-

This item transfers the Seattle Channel Communications Manager to Seattle IT's core Communications team in Finance & Administration. Combining the staff into a single team will eliminate duplicative efforts and allow the department to better focus its communications resources both internally and externally. Support will continue to be provided to the Seattle Channel, but within the broader context of external communications for the Department at large. This position will now be supported by Seattle IT rates rather than the Cable Fund.

## **Cable Fund: Library Levy Wi-Fi Hotspots Revenue Change**

Expenditures	\$(642,000)
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The 2019 Library Levy includes funding for SPL's Wi-Fi hotspots and digital equity program. Previously, this program was funded by the Cable Fund. This item adjusts the Cable Fund budget to reflect that the program is now budgeted in the Library Levy.

## **Cable Fund: Substitute Cable Fund with General Fund**

Expenditures	-
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This item provides \$750,000 of ongoing General Fund support for the Digital Equity program in the Seattle Information Technology Department which was previously supported by Cable Franchise Fees. Cable Television Fund revenues are steadily declining and these funds enable continuation of the program.



# Seattle Information Technology Department

## Seattle Department of Construction and Inspections Accela Work Group

Expenditures	\$1,601,218
Revenues	\$1,601,218
Position Allocation	9.00

This action establishes a dedicated Seattle Information Technology Department (Seattle IT) project and provides nine positions in Seattle IT for the Seattle Department of Construction and Inspection's (SDCI's) Accela work items. The project supports ongoing innovation and enhancements that maximize efficiency and optimize customer experiences with permitting technology. This item allows quick response to new legislation and Mayor's Office priorities that require changes to Accela and related side systems; it also supports continued improvements to Accela as identified by SDCI. Of this amount, \$25,425 is one-time and the remainder is ongoing. This item is supported by permit fee revenues from the Construction and Inspections Fund.

## Seattle Department of Construction and Inspections Laptop Purchase

Expenditures	\$401,465
Revenues	\$401,465

These funds support the Seattle Department of Construction and Inspection's purchase of 140 laptops and laptop accessories. This one-time purchase of laptops will replace desktop computers. General Fund supports \$34,411 of this item and the remaining \$367,054 is from the Construction and Inspections Fund.

## Seattle Department of Transportation Permitting Archives

Expenditures	\$235,686
Revenues	\$235,686

The State of Washington requires that the City keep permit records for six to ten years. This item, funded by Street Use fees, will create an archive of the Seattle Department of Transportation current legacy permitting system which is at the end of its life and is being replaced by Accela. This project has two parts: Part 1 will migrate active records to Accela; Part 2 will develop a user-friendly mechanism to enable the business to readily store and search historical data that does not get converted into Accela (closed, inactive records). Enabling access to legacy data will allow the business to more readily research claims and other questions related to historical permit data.

## Department of Education and Early Learning Child Information and Provider System Enhancements

Expenditures	\$322,388
Revenues	\$322,388

This item continues enhancement and expansion work on the existing Child Information and Provider System (CHIPS), an in-house customer relationship management platform used to manage the application, enrollment, and data monitoring for early learning providers that contract with DEEL.

## Finance and Administrative Services FleetAnywhere Hosted Solution

Expenditures	\$203,917
Revenues	\$203,917

This project migrates the Department of Finance and Administrative Services' Fleet Management Division's work order system, FleetAnywhere, to a hosted environment on the cloud. Moving to a hosted environment will decrease the amount of time the positions in Seattle IT and the business devote to servicing the system.

## Seattle Information Technology Department

### Seattle Department of Human Resources Compensation Assignment Reporting and Tracking System Replacement

Expenditures	\$527,329
Revenues	\$527,329

The Seattle Department of Human Resources (SDHR) Shared Administrative Services division is replacing their 27-year-old Compensation Assignment Reporting and Tracking System (CARATS) software with 21st century software and workflow tools to include new functionality, tracking, monitoring, stakeholder notification and real-time information capabilities. CARATS software was developed in-house and is minimally supported by Seattle IT. SDHR will partner with Seattle IT to either identify and leverage existing tools or pursue a software solution.

### Seattle Department of Human Resources Human Capital Management Scoping Study

Expenditures	\$175,000
Revenues	\$175,000

This item adds funding for consulting services to complete the initial scoping and planning phase of the Human Capital Management (HCM) System project. The system currently used for employee timekeeping, payroll, and basic HR management functions is more than 20 years old. An initiative is underway to upgrade, stabilize, and extend the existing vendor contract to enable the systems to remain in place for a 5-year period while the City plans and implements a modern HCM platform.

### Seattle Police Department Computer Aided Dispatch Replacement

Expenditures	\$2,675,343
Revenues	\$2,675,343

The Seattle Police Department's (SPD) Computer Aided Dispatch (CAD) system was implemented in 2008. The system manages the in-flow of calls to SPD's 9-1-1 center and ensures that the calls can get to officers in the field and that relevant caller information is relayed to patrol officers. The current CAD system has not been updated to take advantage of new technologies such as Next Generation 911 systems that integrate information from cell phone data for a faster, more accurate 911 response.

Upgrading the CAD system will allow police officers to respond more quickly and will provide resiliency and redundancy to the 911 system, especially in disaster situations. A new CAD system will also integrate with a variety of SPD systems to allow for in-depth look-up capabilities by dispatchers and officers.

Existing funds within SPD's budget, revenue from the King County E-911 levy, and savings from the records management project have been allocated to fund the project.

### Proposed Technical

#### 2018 Revenue True Up Technical Adjustment

Expenditures	\$8,054,543
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Seattle IT has performed a rate reconciliation of the 2018 budgeted shared services operating costs comparing revenues to actual expenditures. Seattle IT will rebate the amount that is underspend from the 2018 revenue collection. This item provides Seattle IT with the needed legal appropriation to refund savings to departments as a part of the 2018 rate reconciliation. Seattle IT will conduct this reconciliation annually.

## Seattle Information Technology Department

### 2020 Coalition and Non-Rep Annual Wage Increase Base Budget

Expenditures	\$4,160,058
Revenues	\$4,160,075

This centrally administered change adjusts appropriations to reflect the Annual Wage Increase, as outlined in the tentative agreement between the City and the Coalition of Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor.

### 2020 State Paid Family Medical Leave Increase Base Budget

Expenditures	\$119,000
Revenues	\$119,000

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the tentative agreement with the Coalition of Unions moves a portion of the cost responsibility to the employee in 2020, with the City paying the remainder. This item increases appropriations to account for the City's obligation for all employees.

### Abandon Unfunded Tech Management Tools Budget

Expenditures	\$(2,933,327)
Revenues	\$(2,933,327)

This item abandons the unfunded portion of the Tech Management Tools project budget. A placeholder bond funding request for a tools refresh was included in the 2020 Endorsed Budget. With the recent launch of its new Service HUB system and the increasing switch to software as a service-based applications and toolsets, Seattle IT does need bond funds for Tech Management Tools in 2020.

### Add Strategic Advisor 1 to Finance & Administration

Expenditures	-
Revenues	-
Position Allocation	1.00

This item adds a Strategic Advisor 1 to the Finance Team. This position will complete complex financial analyses to better support Seattle IT division leaders and drive operational efficiency.

### Cable Fund: Transfer Strategic Advisor 2 Position to Enterprise Planning

Expenditures	-
Revenues	-
Position Allocation	-

This item transfers the Smart City Coordinator position to Seattle IT's Governance and Strategic Initiatives project. Originally this position was conceived of to support Seattle's Smart City Initiatives in technology. As such, it was funded by the Cable Fund given the externally focused nature of its work. However, this position now serves as a broader technology policy advisor working on issues which span the City. As such, the position is more appropriately funded from a broader source of funds and placed within a team with that broader scope of responsibilities.

# Seattle Information Technology Department

## Central Cost Manual Technical Adjustment

Expenditures	-
Revenues	-

This item shifts the Citywide Central Cost Manual adjustments to better align with where the related expenses are assigned in Seattle IT's budget.

## Department Specific Maintenance True Up

Expenditures	\$33,186
Revenues	\$33,186

This item realigns the maintenance funding needed for two of Seattle IT's (ITD) maintenance projects. These two projects in Seattle IT allow ITD to directly assign costs for unique maintenance items to the requesting department. This item ensures that department rates closely match the projected 2020 maintenance spending. Major changes include adding funding for Oracle SKIRE, a Department of Finance and Administrative Services project, and DynamicCRM, a multi-department project.

## Questica Subscription Fees

Expenditures	-
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This item realigns the maintenance budget within the Applications BSL to fund ongoing Questica subscription fees. Questica is the budget system used by the City Budget Office and the City Council.

## Seattle Public Utilities (SPU) CIP Technical Adjustment

Expenditures	\$1,950,000
Revenues	\$1,950,000

This item increases appropriation authority to align the Applications BSL budget with the anticipated Seattle Public Utilities' CIP budget for technology projects in 2020.

## Seattle Public Utilities (SPU) Positions Transfer

Expenditures	\$(320,320)
Revenues	\$(320,320)
Position Allocation	(2.00)

This item is a 2019 supplemental item that transfers two positions back to the Seattle Public Utilities. These positions support the utility's Integrated Security System (ISS) which is an Operational Technology system. ISS is a combination of software, hardware, databases, peripherals (cameras, etc.) and network services to protect SPU critical infrastructure and facilities. The ISS is used to control physical access to facilities and trigger alarms in response to security events at multiple sites both in the City (reservoirs, transfer stations, pump stations, etc.) and in eastern King County (dams, water treatment facilities, transmission lines, etc.).

## Transfer Network CIP Budget to Operating – Capital Decrease

Expenditures	\$(500,000)
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This item transfers \$500,000 from the network CIP budget to the network operational budget to align budget with expected spending.

## Seattle Information Technology Department

### Transfer Network CIP Budget to Operating – Operating Increase

Expenditures	\$500,000
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This item transfers \$500,000 from the network CIP budget to the network operational budget to align budget with expected spending.

### Transfer Position to Accela

Expenditures	-
Revenues	-
Position Allocation	-

This item transfers an Info Technol Prof B-BU from the Frontline Digital Services Division to the Accela project in the Platform Applications Division.

### Transfer Security CIP Funding to Operating and Abandon Unfunded Budget – Capital Decrease

Expenditures	\$(919,803)
Revenues	\$(680,689)

This item abandons the unfunded portion of the IT Security CIP project and transfers the remaining CIP budget to the Digital Security & Risk BSL's Operating Budget. The IT Security CIP project was created to fund major upgrades and product implementations to enhance the security of the City of Seattle's networks and systems. With the shift in the technology environment to service based, rather than on-premise, the enhancements and upgrades planned by Seattle IT to improve security do not qualify as capital purchases and should not be included in the CIP program.

### Transfer Security CIP Funding to Operating and Abandon Unfunded Budget – Operating Increase

Expenditures	\$836,709
Revenues	\$597,595

This item abandons the unfunded portion of the IT Security CIP project and transfers the remaining CIP budget to the Digital Security & Risk BSL's Operating Budget.

### Transfer Tech Management Tools Maintenance Funding to Operating – Capital Decrease

Expenditures	\$(43,288)
Revenues	\$(43,288)

This item transfers the Tech Management Tools maintenance budget from Seattle IT's CIP budget to its operations and maintenance budget. Ongoing maintenance costs should be in Seattle IT's operating budget rather than the capital budget.

### Transfer Tech Management Tools Maintenance Funding to Operating – Operating Increase

Expenditures	\$43,288
Revenues	\$43,288

This item transfers the Tech Management Tools maintenance budget from Seattle IT's CIP budget to its operations and maintenance budget. Ongoing maintenance costs for Tech Management Tools should be in Seattle IT's operating budget rather than the capital budget.

# Seattle Information Technology Department

## **Eliminate Office Management Aide Position**

Position Allocation (1.00)

This item eliminates a position which was mistakenly added in the 2019 Adopted Budget. This position class is centrally held by Seattle Department of Human Resources (SDHR), therefore Seattle IT is removing this position because it is not needed by SDHR.

## **Add Five Positions to Replace Contract-In Positions**

Position Allocation 5.00

This item creates new permanent positions for five contract-in positions. As a part of consolidation, five contract-in positions transferred from Seattle City Light to Seattle IT (ITD). ITD was unaware that these were contract-in positions which are held centrally in the Seattle Department of Human Resources and is converting them to regular positions. There is no rate or financial impact, as these positions are already funded in ITD's budget

## **Cable Fund Technical Adjustments**

Expenditures \$(1,799,275)

This item adjusts the Cable Television Franchise Fee Fund (10101) budget to reflect the impact of changes with the Seattle Information Technology Operating Fund (50410) involving the use of Franchise Fee revenue. This change reflects budget changes as well as changes in methodologies that impact Cable-funded projects and shared services. Additionally, the Cable Fund efficiencies, as well as items that reduce the revenue from Cable Fund in the Seattle Information Technology Operating Fund, are included in this change to the Cable Television Franchise Fee Fund budget authority.

## Seattle Information Technology Department

### Expenditure Overview

Appropriations	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>ITD - BC-IT-C0700 - Capital Improvement Projects</b>				
50410 - Information Technology Fund	-	-	-	32,733,295
<b>Total for BSL: BC-IT-C0700</b>	-	-	-	<b>32,733,295</b>
<b>ITD - BC-IT-C7000 - Capital Improvement Projects</b>				
50410 - Information Technology Fund	25,464,942	36,981,798	34,354,681	-
<b>Total for BSL: BC-IT-C7000</b>	<b>25,464,942</b>	<b>36,981,798</b>	<b>34,354,681</b>	-
<b>ITD - BO-IT-C1000 - Cable Television Franchise Fund</b>				
10101 - Cable TV Franchise Fund	10,201,960	10,159,379	9,784,543	-
<b>Total for BSL: BO-IT-C1000</b>	<b>10,201,960</b>	<b>10,159,379</b>	<b>9,784,543</b>	-
<b>ITD - BO-IT-D0100 - Leadership and Administration</b>				
50410 - Information Technology Fund	-	-	-	32,918,383
<b>Total for BSL: BO-IT-D0100</b>	-	-	-	<b>32,918,383</b>
<b>ITD - BO-IT-D0200 - Cable Franchise</b>				
10101 - Cable TV Franchise Fund	-	-	-	7,343,268
<b>Total for BSL: BO-IT-D0200</b>	-	-	-	<b>7,343,268</b>
<b>ITD - BO-IT-D0300 - Technology Infrastructure</b>				
50410 - Information Technology Fund	-	-	-	48,627,531
<b>Total for BSL: BO-IT-D0300</b>	-	-	-	<b>48,627,531</b>
<b>ITD - BO-IT-D0400 - Frontline Services and Workplace</b>				
50410 - Information Technology Fund	-	-	-	42,936,657
<b>Total for BSL: BO-IT-D0400</b>	-	-	-	<b>42,936,657</b>
<b>ITD - BO-IT-D0500 - Digital Security &amp; Risk</b>				
50410 - Information Technology Fund	-	-	-	5,299,398
<b>Total for BSL: BO-IT-D0500</b>	-	-	-	<b>5,299,398</b>
<b>ITD - BO-IT-D0600 - Applications</b>				
50410 - Information Technology Fund	-	-	-	106,878,836
<b>Total for BSL: BO-IT-D0600</b>	-	-	-	<b>106,878,836</b>
<b>ITD - BO-IT-D0800 - Client Solutions</b>				
50410 - Information Technology Fund	-	-	-	5,771,525
<b>Total for BSL: BO-IT-D0800</b>	-	-	-	<b>5,771,525</b>

## Seattle Information Technology Department

### ITD - BO-IT-D1000 - Leadership and Administration

50410 - Information Technology Fund	19,560,830	36,045,668	21,146,729	-
<b>Total for BSL: BO-IT-D1000</b>	<b>19,560,830</b>	<b>36,045,668</b>	<b>21,146,729</b>	-

### ITD - BO-IT-D3000 - Engineering and Operations

50410 - Information Technology Fund	70,922,403	72,069,199	71,225,785	-
<b>Total for BSL: BO-IT-D3000</b>	<b>70,922,403</b>	<b>72,069,199</b>	<b>71,225,785</b>	-

### ITD - BO-IT-D4000 - Digital Engagement

50410 - Information Technology Fund	10,933,187	11,234,634	11,539,039	-
<b>Total for BSL: BO-IT-D4000</b>	<b>10,933,187</b>	<b>11,234,634</b>	<b>11,539,039</b>	-

### ITD - BO-IT-D5000 - Security, Risk & Compliance

50410 - Information Technology Fund	3,616,327	4,353,752	4,450,980	-
<b>Total for BSL: BO-IT-D5000</b>	<b>3,616,327</b>	<b>4,353,752</b>	<b>4,450,980</b>	-

### ITD - BO-IT-D6000 - Applications Services

50410 - Information Technology Fund	48,598,282	56,167,675	58,346,278	-
<b>Total for BSL: BO-IT-D6000</b>	<b>48,598,282</b>	<b>56,167,675</b>	<b>58,346,278</b>	-

### ITD - BO-IT-D8000 - Client Services Management

50410 - Information Technology Fund	4,302,481	3,899,388	4,046,706	-
<b>Total for BSL: BO-IT-D8000</b>	<b>4,302,481</b>	<b>3,899,388</b>	<b>4,046,706</b>	-

### ITD - BO-IT-D9000 - IT Initiatives

50410 - Information Technology Fund	21,352,308	56,875,525	53,401,173	-
<b>Total for BSL: BO-IT-D9000</b>	<b>21,352,308</b>	<b>56,875,525</b>	<b>53,401,173</b>	-

<b>Department Total</b>	<b>214,952,721</b>	<b>287,787,018</b>	<b>268,295,914</b>	<b>282,508,894</b>
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<b>Department Full-Time Equivalents Total*</b>	<b>667.60</b>	<b>680.60</b>	<b>680.60</b>	<b>701.10</b>
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\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

## Budget Summary by Fund Seattle Information Technology Department

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
10101 - Cable TV Franchise Fund	10,201,960	10,159,379	9,784,543	7,343,268
50410 - Information Technology Fund	204,750,761	277,627,639	258,511,371	275,165,626
<b>Budget Totals for ITD</b>	<b>214,952,721</b>	<b>287,787,018</b>	<b>268,295,914</b>	<b>282,508,894</b>



## Seattle Information Technology Department

### Revenue Overview

#### 2020 Estimated Revenues

Account Code	Account Name	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
321090	Bus Lic&Perm-Cable Fran Fees	8,474,521	8,705,429	8,433,321	7,343,267
360020	Inv Earn-Residual Cash	34,552	25,390	-	-
<b>Total Revenues for: 10101 - Cable TV Franchise Fund</b>		<b>8,509,073</b>	<b>8,730,819</b>	<b>8,433,321</b>	<b>7,343,267</b>
400000	Use of/Contribution to Fund Balance	1,692,887	1,428,559	1,351,222	1
<b>Total Resources for:10101 - Cable TV Franchise Fund</b>		<b>10,201,960</b>	<b>10,159,379</b>	<b>9,784,543</b>	<b>7,343,268</b>
331110	Direct Fed Grants	583,898	-	-	-
341400	Fiber Communications Revenues	2,806,112	-	-	-
342130	Communication Service Fees	231,608	-	-	-
347070	Recreation Education Fees	54	-	-	-
348170	Isf-Itld Alloc Rev	173,100,233	206,269,924	179,347,515	184,735,732
348180	Isf-Itld Billed Rev	23,627,545	57,656,194	56,049,762	59,711,485
360020	Inv Earn-Residual Cash	1,528,901	366,105	464,492	517,609
360220	Interest Earned On Delinquent A	422	-	-	-
360900	Miscellaneous Revs-Other Rev	47,013	-	-	-
391010	G.O.Bond Proceeds	6,473,057	17,166,031	22,978,141	20,080,549
395050	Gain/Loss-Disp Fixed Asset	(24,530)	-	-	-
397010	Operating Transfers In	100,000	-	-	-
397100	Intrafund Revenues	7,789,656	-	-	-
<b>Total Revenues for: 50410 - Information Technology Fund</b>		<b>216,263,970</b>	<b>281,458,254</b>	<b>258,839,910</b>	<b>265,045,375</b>
400000	Use of/Contribution to Fund Balance	(11,449,891)	(3,830,615)	(328,539)	10,120,251
<b>Total Resources for:50410 - Information Technology Fund</b>		<b>204,814,079</b>	<b>277,627,639</b>	<b>258,511,371</b>	<b>275,165,625</b>
<b>Total ITD Resources</b>		<b>215,016,040</b>	<b>287,787,018</b>	<b>268,295,914</b>	<b>282,508,894</b>

## Seattle Information Technology Department

### Appropriations by Budget Summary Level and Program

#### **ITD - BC-IT-C0700 - Capital Improvement Projects**

The Capital Improvement Projects Budget Summary Level provides support for citywide or department-specific IT projects and initiatives within Seattle IT's Capital Improvement Program (CIP).

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Application Services CIP	-	-	-	13,453,310
Citywide IT Initiatives CIP	-	-	-	79,280
Communications CIP	-	-	-	8,843,131
Customer Support Services CIP	-	-	-	1
Enterprise Compute Services CIP	-	-	-	2,797,618
Fiber Enterprise Initiatives CIP	-	-	-	4,244,846
Programmatic Initiatives CIP	-	-	-	2,300,000
Radio Communications CIP	-	-	-	686,981
Seattle Channel CIP	-	-	-	328,130
Security CIP	-	-	-	-
<b>Total</b>	-	-	-	<b>32,733,295</b>

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Capital Improvement Projects Budget Summary Level:

#### **Application Services CIP**

This budget program contains Capital Improvement Program (CIP) funding associated with developing, implementing and enhancing various software applications used by City departments.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Application Services CIP	-	-	-	13,453,310

#### **Citywide IT Initiatives CIP**

This budget program contains the Capital Improvement Program (CIP) funding associated with a portfolio of capital IT initiatives. Projects in this program may support multiple departments.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Citywide IT Initiatives CIP	-	-	-	79,280

# Seattle Information Technology Department

## Communications CIP

This budget program contains the Capital Improvement Program (CIP) funding associated with ongoing design, acquisition, replacement and upgrading of software, infrastructure and major hardware for the City's data, communications and telephonic systems which may include switches, and or connectivity infrastructure.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Communications CIP	-	-	-	8,843,131

## Customer Support Services CIP

This budget program contains the Capital Improvement Program (CIP) funding associated with the acquisition, replacement, and upgrading of software and hardware in the computing and customer support environments.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Customer Support Services CIP	-	-	-	1

## Enterprise Compute Services CIP

This budget program contains the Capital Improvement Program (CIP) funding associated with the ongoing acquisition, replacement, and upgrading of server and storage systems.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Enterprise Compute Services CIP	-	-	-	2,797,618

## Fiber Enterprise Initiatives CIP

This budget program (formerly Technology Engineering & Project Management CIP) contains the Capital Improvement Program (CIP) funding associated with major maintenance and installation of a high-speed fiber-optic communication network for the City and its external fiber partners.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Fiber Enterprise Initiatives CIP	-	-	-	4,244,846

## Programmatic Initiatives CIP

This budget program contains the Capital Improvement Program (CIP) funding for one-time Seattle IT Programmatic Initiatives including the acquisition and development of a new data center, the remodeling of Seattle IT space in the Seattle Municipal Tower, and the acquisition of new technology management tools.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Programmatic Initiatives CIP	-	-	-	2,300,000

# Seattle Information Technology Department

## Radio Communications CIP

This budget program contains the Capital Improvement Program (CIP) funding associated with the ongoing acquisition, replacement and upgrading of software and hardware for the City of Seattle's portion of the King County Regional 800 MHz radio system.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Radio Communications CIP	-	-	-	686,981

## Seattle Channel CIP

This budget program contains the Capital Improvement Program (CIP) funding associated with the ongoing acquisition, replacement and upgrading of the cablecasting and production systems for the Seattle Channel.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Seattle Channel CIP	-	-	-	328,130

## Security CIP

This budget program contains the Capital Improvement Program (CIP) funding associated with the ongoing acquisition, replacement and upgrading of software and hardware for the City's IT security systems.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Security CIP	-	-	-	-

# Seattle Information Technology Department

## ITD - BC-IT-C7000 - Capital Improvement Projects

The Capital Improvement Projects Budget Summary Level provides support for citywide or department-specific IT projects and initiatives within Seattle IT's Capital Improvement Program (CIP).

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Application Services CIP	10,874,054	10,077,064	10,682,247	-
Citywide IT Initiatives CIP	1,652,530	7,050,030	-	-
Customer Support Services CIP	1,534,290	68,779	2,976,595	-
Enterprise Compute Svcs CIP	1,647,053	2,832,011	2,797,949	-
Programmatic Initiatives CIP	5,011,910	4,500,000	2,300,000	-
Radio Communications CIP	111,192	668,920	686,981	-
Seattle Channel CIP	437,958	392,531	403,130	-
Security CIP	198,625	860,455	919,803	-
Tech Eng & Proj Mgmt CIP	3,176,586	4,133,248	4,244,846	-
Telecommunications CIP	820,746	6,398,760	9,343,131	-
<b>Total</b>	<b>25,464,942</b>	<b>36,981,798</b>	<b>34,354,681</b>	<b>-</b>

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Capital Improvement Projects Budget Summary Level:

### Application Services CIP

This budget program contains the Capital Improvement Program (CIP) funding associated with developing, implementing and enhancing various software applications used by City departments.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Application Services CIP	10,874,054	10,077,064	10,682,247	-

### Citywide IT Initiatives CIP

This budget program contains the funding associated with a portfolio of capital IT initiatives. Projects in this program may support multiple different departments.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Citywide IT Initiatives CIP	1,652,530	7,050,030	-	-

# Seattle Information Technology Department

## Customer Support Services CIP

This budget program contains the Capital Improvement Program (CIP) funding associated with the acquiring, replacing and upgrading of software and hardware in the computing and customer support environments.

	2018	2019	2020	2020
Expenditures/FTE	Actuals	Adopted	Endorsed	Proposed
Customer Support Services CIP	1,534,290	68,779	2,976,595	-

## Enterprise Compute Svcs CIP

This budget program contains the Capital Improvement Program (CIP) funding associated with the ongoing acquisition, replacement, and upgrading of server and storage systems.

	2018	2019	2020	2020
Expenditures/FTE	Actuals	Adopted	Endorsed	Proposed
Enterprise Compute Svcs CIP	1,647,053	2,832,011	2,797,949	-

## Programmatic Initiatives CIP

This budget program contains the Capital Improvement Program (CIP) funding one-time Seattle IT Programmatic Initiatives including the acquisition and development of a new data center environment, the remodeling of Seattle IT space in Seattle Municipal Tower, and acquisition of new technology management tools.

	2018	2019	2020	2020
Expenditures/FTE	Actuals	Adopted	Endorsed	Proposed
Programmatic Initiatives CIP	5,011,910	4,500,000	2,300,000	-

## Radio Communications CIP

This budget program contains the Capital Improvement Program (CIP) funding associated with the ongoing acquisition, replacement and upgrading of software and hardware for the City of Seattle's portion of the King County Regional 800MHz radio system.

	2018	2019	2020	2020
Expenditures/FTE	Actuals	Adopted	Endorsed	Proposed
Radio Communications CIP	111,192	668,920	686,981	-

## Seattle Channel CIP

This budget program contains the Capital Improvement Program (CIP) funding associated with the ongoing acquisition, replacement and upgrading of the cablecasting and production systems for the Seattle Channel.

	2018	2019	2020	2020
Expenditures/FTE	Actuals	Adopted	Endorsed	Proposed
Seattle Channel CIP	437,958	392,531	403,130	-

# Seattle Information Technology Department

## Security CIP

This budget program contains the Capital Improvement Program (CIP) funding associated with the ongoing acquisition, replacement and upgrading of software and hardware for the City's IT security systems.

	2018	2019	2020	2020
Expenditures/FTE	Actuals	Adopted	Endorsed	Proposed
Security CIP	198,625	860,455	919,803	-

## Tech Eng & Proj Mgmt CIP

This budget program contains the Capital Improvement Program (CIP) funding associated with major maintenance and installation of a high-speed fiber-optic communication network for the City and its external fiber partners.

	2018	2019	2020	2020
Expenditures/FTE	Actuals	Adopted	Endorsed	Proposed
Tech Eng & Proj Mgmt CIP	3,176,586	4,133,248	4,244,846	-

## Telecommunications CIP

This budget program contains the Capital Improvement Program (CIP) funding associated with ongoing acquisition, replacement and upgrading of software and major hardware for the City's data and telephone switching systems.

	2018	2019	2020	2020
Expenditures/FTE	Actuals	Adopted	Endorsed	Proposed
Telecommunications CIP	820,746	6,398,760	9,343,131	-

## ITD - BO-IT-C1000 - Cable Television Franchise Fund

#N/A

Program Expenditures	2018	2019	2020	2020
	Actuals	Adopted	Endorsed	Proposed
Cable Franchise for Info Tech	9,559,960	9,517,379	9,142,543	-
Cable Franchise for Library	642,000	642,000	642,000	-
<b>Total</b>	<b>10,201,960</b>	<b>10,159,379</b>	<b>9,784,543</b>	<b>-</b>

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

*The following information summarizes the programs in Cable Television Franchise Fund Budget Summary Level:*

# Seattle Information Technology Department

## Cable Franchise for Info Tech

The purpose of the Cable Fee Support to Information Technology Fund Budget Control Level is to authorize the transfer of resources from the Cable Television Franchise Fund to the Seattle Information Technology Department's Information Technology Fund. These resources are used by the department for a variety of programs consistent with Resolution 30379.

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Cable Franchise for Info Tech	9,559,960	9,517,379	9,142,543	-

## Cable Franchise for Library

The purpose of the Cable Fee Support to Library Fund Budget Control Level is to authorize the transfer of resources from the Cable Television Franchise Fund to the Seattle Public Library's Operating Fund. The Library uses these resources to pay for and maintain computers available to the public.

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Cable Franchise for Library	642,000	642,000	642,000	-

## **ITD - BO-IT-D0100 - Leadership and Administration**

The Leadership and Administration Budget Summary Level provides executive, community, financial, human resource, and business support to Seattle IT.

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Chief of Staff	-	-	-	12,800,867
Chief Privacy Office	-	-	-	647,286
Citywide Indirect Costs	-	-	-	14,125,862
CTO / Executive Team	-	-	-	3,761,220
Executive Advisor	-	-	-	1,763,268
Pooled Benefits and PTO	-	-	-	(180,120)
<b>Total</b>	-	-	-	<b>32,918,383</b>
Full-time Equivalents Total*	-	-	-	84.00

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

*The following information summarizes the programs in Leadership and Administration Budget Summary Level:*



# Seattle Information Technology Department

## Chief of Staff

This budget program contains the funding associated with the leadership and accountability of core administrative support to ITD's divisions. These efforts include the oversight of ITD's talent, workforce planning and training, communications, finance, corporate performance, and organizational change management.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Chief of Staff	-	-	-	12,800,867
Full Time Equivalents Total	-	-	-	60.00

## Chief Privacy Office

This budget program provides oversight and guidance required for City Departments to incorporate appropriate privacy and surveillance ordinance compliance practices into City operations with the objective of building public trust and confidence in how we collect and manage the public's personal information.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Chief Privacy Office	-	-	-	647,286
Full Time Equivalents Total	-	-	-	2.00

## Citywide Indirect Costs

This budget program contains the funding associated with the various overhead costs charged to Seattle IT, including budget and expenses that have been allocated from other City departments.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Citywide Indirect Costs	-	-	-	14,125,862

## CTO / Executive Team

This budget program contains the funding associated with the Chief Technology Officer (CTO) and the Seattle IT Executive Team. The CTO sets technology standards and strategies to ensure the City's technology investments are used efficiently and effectively.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
CTO / Executive Team	-	-	-	3,761,220
Full Time Equivalents Total	-	-	-	13.00

# Seattle Information Technology Department

## Executive Advisor

This budget program contains funding for key administrative support functions including process improvement, governance, interdepartmental service delivery, support for ITD's Racial Social Justice Initiative and community focused technology strategies.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Executive Advisor	-	-	-	1,763,268
Full Time Equivalents Total	-	-	-	9.00

## Pooled Benefits and PTO

This budget program contains the funding associated with employee leave, time off, and benefit-related costs for Workers' Compensation, healthcare and other centrally distributed benefit costs for Seattle IT staff.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Pooled Benefits and PTO	-	-	-	(180,120)

## ITD - BO-IT-D0200 - Cable Franchise

#N/A

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Cable Franchise for Info Tech	-	-	-	7,343,268
<b>Total</b>	-	-	-	<b>7,343,268</b>

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

## Seattle Information Technology Department

### ITD - BO-IT-D0300 - Technology Infrastructure

The Technology Infrastructure Budget Summary Level develops, maintains, and manages core IT services including communications and data networks, data center and cloud computing infrastructure, and database systems.

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Business Advancement Team	-	-	-	200,958
Communications Infrastructure	-	-	-	9,191,555
Database Systems	-	-	-	2,016,207
Enterprise Services	-	-	-	2,661,847
Infrastructure Tools	-	-	-	3,631,904
Network Operations	-	-	-	7,971,567
Radio Management	-	-	-	2,511,996
Systems Engineering	-	-	-	5,955,058
Telephone Engineering	-	-	-	5,492,778
Windows Systems	-	-	-	8,993,659
<b>Total</b>	-	-	-	<b>48,627,531</b>
Full-time Equivalents Total*	-	-	-	106.10

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Technology Infrastructure Budget Summary Level:

#### **Business Advancement Team**

This budget program contains funding to support project planning and delivery support for ITD operating projects. This program includes business analysts and project managers.

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Business Advancement Team	-	-	-	200,958
Full Time Equivalents Total	-	-	-	1.10

#### **Communications Infrastructure**

This budget program contains funding to provide data center services as well as costs for major moves, additions, or changes to communication network infrastructure.

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Communications Infrastructure	-	-	-	9,191,555
Full Time Equivalents Total	-	-	-	4.80

# Seattle Information Technology Department

## Database Systems

This budget program contains funding associated with maintenance and direct labor costs for database administrators and data architecture. This includes installing and upgrading database structures, controlling and monitoring access to databases, and backing up and restoring databases.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Database Systems	-	-	-	2,016,207
Full Time Equivalents Total	-	-	-	12.00

## Enterprise Services

This budget program contains the funding associated with Seattle IT's messaging support and identity management services.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Enterprise Services	-	-	-	2,661,847
Full Time Equivalents Total	-	-	-	8.00

## Infrastructure Tools

This budget program contains funding for major system controls, switches and components to support the technology infrastructure system operations.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Infrastructure Tools	-	-	-	3,631,904
Full Time Equivalents Total	-	-	-	5.00

## Network Operations

This budget program contains funding for the design, operations, and maintenance of the City's fiber optic, wireless, and data networks, including City's internet access.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Network Operations	-	-	-	7,971,567
Full Time Equivalents Total	-	-	-	17.20

# Seattle Information Technology Department

## Radio Management

This budget program contains funding for maintenance of the City's emergency radio and dispatch systems including radios, pagers, and radio towers, base stations microwave and the fiber network for all the City's radio operations. The program also provides radio programming, installation and maintenance to City Departments and external partners.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Radio Management	-	-	-	2,511,996
Full Time Equivalents Total	-	-	-	10.00

## Systems Engineering

This budget program contains funding associated with core computing services Seattle IT provides its customers, including the backup, recovery, and storage of customer data.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Systems Engineering	-	-	-	5,955,058
Full Time Equivalents Total	-	-	-	12.00

## Telephone Engineering

This budget program contains funding for the design, maintenance and operations of the City's consolidated telephone systems.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Telephone Engineering	-	-	-	5,492,778
Full Time Equivalents Total	-	-	-	14.00

## Windows Systems

This budget program contains funding associated with the centralized hosting, management and support of Windows applications.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Windows Systems	-	-	-	8,993,659
Full Time Equivalents Total	-	-	-	22.00

## Seattle Information Technology Department

### ITD - BO-IT-D0400 - Frontline Services and Workplace

The Frontline Services and Workplace Budget Summary Level develops, maintains, and manages all client support services, including incident resolution, end-user equipment and software deployment, device maintenance, operating system configuration and management, digital tools that enable everyday work, public-facing communications software development, and support. This Budget Summary Level also includes the Seattle Channel as the public-facing entity of the department and the Broadband and Community Technology programs.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Community Technology and Broadband	-	-	-	1,856,004
Digital Workplace	-	-	-	11,901,778
Frontline Digital Services	-	-	-	29,178,874
<b>Total</b>	-	-	-	<b>42,936,657</b>
Full-time Equivalents Total*	-	-	-	186.76

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Frontline Services and Workplace Budget Summary Level:

#### **Community Technology and Broadband**

This budget program contains the funding associated with the Community Technology Services team and the Technology Matching Fund. The Technology Matching Fund provides grants to community-based organizations for projects centered on improving digital equity.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Community Technology and Broadband	-	-	-	1,856,004
Full Time Equivalents Total	-	-	-	5.50

#### **Digital Workplace**

This budget program contains funding to enable digital tools and capabilities for the City's workforce including SharePoint, Office 365 Collaboration, Windows Enterprise, Process Automation, eDiscovery, and Mobility.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Digital Workplace	-	-	-	11,901,778
Full Time Equivalents Total	-	-	-	42.04

# Seattle Information Technology Department

## Frontline Digital Services

This budget program contains funding to develop, maintain, and manage client support services, including incident resolution, end-user equipment and software deployment, device maintenance, operating system configuration and management, digital tools that enable everyday work, and public-facing communications software development and support. Major services include Seattle Channel, Solutions Desk, Desktop Support, IT Asset Management, Computer Lifecycle and IT Service Management.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Frontline Digital Services	-	-	-	29,178,874
Full Time Equivalents Total	-	-	-	139.22

### **ITD - BO-IT-D0500 - Digital Security & Risk**

The Digital Security and Risk Budget Summary Level provides security and risk mitigation services for the City's computing environments, and develops, applies, and monitors compliance with technology policies and procedures. This Budget Summary Level also includes the department's Emergency Management team.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Digital Security & Risk	-	-	-	5,299,398
<b>Total</b>	-	-	-	<b>5,299,398</b>
Full-time Equivalents Total*	-	-	-	15.00

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### **ITD - BO-IT-D0600 - Applications**

The Applications Services Budget Summary Level designs, develops, and supports application solutions for both individual business and enterprise platform needs. In addition, it advances several IT functions, practices, and services such as vendor management, enterprise architecture, automation, quality assurance and analytics.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Business Applications	-	-	-	28,262,642
Department Initiatives	-	-	-	49,098,474
Platform Applications	-	-	-	18,129,322
Service Modernization	-	-	-	11,388,399
<b>Total</b>	-	-	-	<b>106,878,836</b>
Full-time Equivalents Total*	-	-	-	279.18

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Applications Budget Summary Level:

# Seattle Information Technology Department

## Business Applications

This budget program contains funding to design, develop, support application solutions that are focused towards individual business needs, in accordance with Citywide architecture and governance. Major business applications include Financial, HRIS, Police & Fire, Customer Care Billing (Utility), and Work Order Asset Management Systems.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Business Applications	-	-	-	28,262,642
Full Time Equivalents Total	-	-	-	71.67

## Department Initiatives

This budget program contains funding to citywide or department-specific IT projects and initiatives that are outside the scope of Seattle ITD's Capital Improvement Program (CIP).

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Department Initiatives	-	-	-	49,098,474
Full Time Equivalents Total	-	-	-	48.97

## Platform Applications

This budget program contains funding to design, develop, and support solutions for enterprise platform applications and middleware in accordance with Citywide architecture and governance. Major platform applications include GIS & CADD, Permitting, and Customer Relationship Management systems.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Platform Applications	-	-	-	18,129,322
Full Time Equivalents Total	-	-	-	99.54

## Service Modernization

This budget program contains funding to mature and advance essential IT functions, practices and services including vendor management, enterprise architecture, quality assurance, and business intelligence and analytics.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Service Modernization	-	-	-	11,388,399
Full Time Equivalents Total	-	-	-	59.00



## Seattle Information Technology Department

### ITD - BO-IT-D0800 - Client Solutions

The Client Solutions Budget Summary Level provides account management and support for Seattle IT customers, which includes services that build and mature relationships, support and facilitate strategic planning, guide technology learning and decisions through customer innovation labs, establish standards for Project Management and Business Analysis services for all IT projects, facilitate IT project intake analysis, and support consistent communication and customer service practices across all customer-facing divisions.

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Client Solutions	-	-	-	5,771,525
<b>Total</b>	-	-	-	<b>5,771,525</b>
Full-time Equivalents Total*	-	-	-	30.06

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### ITD - BO-IT-D1000 - Leadership and Administration

The Leadership and Administration Budget Summary Level provides executive management, strategic planning, governance, finance, budget, accounting, human resources, performance management, administrative, contracting, and project oversight services.

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Business Office	9,077,513	7,874,538	8,288,948	-
Citywide Indirect Costs	7,716,419	21,576,529	5,978,819	-
CTO / Executive Team	2,651,100	4,392,770	4,510,470	-
Indirect Cost Recovery Offset	(4,214,764)	-	-	-
Pooled Benefits and PTO	1,619,028	75,734	178,982	-
Strategy & Planning	2,711,535	2,126,097	2,189,510	-
<b>Total</b>	<b>19,560,830</b>	<b>36,045,668</b>	<b>21,146,729</b>	-
Full-time Equivalents Total*	71.00	70.50	70.50	-

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Leadership and Administration Budget Summary Level:

# Seattle Information Technology Department

## Business Office

This budget program contains the funding associated with the core finance and administrative functions of Seattle IT, including human resources, accounting, budget, finance, communications, performance management, contracting and purchasing services in support of Seattle IT.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Business Office	9,077,513	7,874,538	8,288,948	-
Full Time Equivalents Total	45.00	41.50	41.50	-

## Citywide Indirect Costs

This budget program contains the funding associated with the various overhead costs charged to Seattle IT, including budget and expenses that have been allocated from other City departments.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Citywide Indirect Costs	7,716,419	21,576,529	5,978,819	-

## CTO / Executive Team

This budget program contains the funding associated with the Chief Technology Officer (CTO) and the Seattle IT Executive Team. The CTO sets technology standards and strategies to ensure the City's technology investments are used efficiently and effectively.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
CTO / Executive Team	2,651,100	4,392,770	4,510,470	-
Full Time Equivalents Total	10.00	18.00	18.00	-

## Indirect Cost Recovery Offset

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Indirect Cost Recovery Offset	(4,214,764)	-	-	-

## Pooled Benefits and PTO

This budget program contains the funding associated with employee leave, time off, and benefit-related costs for Workers' Compensation, healthcare and other centrally distributed benefit costs.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Pooled Benefits and PTO	1,619,028	75,734	178,982	-

# Seattle Information Technology Department

## Strategy & Planning

This budget program contains the funding associated with the City's IT enterprise planning efforts, including establishing strategic directions and policies, enterprise-level architecture design, and defining and managing service management frameworks.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Strategy & Planning	2,711,535	2,126,097	2,189,510	-
Full Time Equivalents Total	16.00	11.00	11.00	-

### **ITD - BO-IT-D3000 - Engineering and Operations**

The Engineering and Operations Budget Summary Level develops, maintains, and manages core IT services including communications and data networks, data center and computer infrastructure, and end-user equipment and support.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Customer Support Services	21,316,244	22,437,775	23,438,209	-
Div Indirect - Eng & Ops	72,430	(15,613)	(11,591)	-
Engineering & Ops Maintenance	648,619	1,578,808	1,602,688	-
Enterprise Computing	20,516,766	21,645,031	19,865,304	-
Network & Communications Tech	21,114,898	19,009,130	20,138,827	-
Operations Support	7,253,446	7,414,068	6,192,348	-
<b>Total</b>	<b>70,922,403</b>	<b>72,069,199</b>	<b>71,225,785</b>	-
Full-time Equivalents Total*	204.00	205.50	205.50	-

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

*The following information summarizes the programs in Engineering and Operations Budget Summary Level:*

### **Customer Support Services**

This budget program contains the funding associated with Seattle IT's Customer Support Operations. This team is responsible for providing support for end user software and devices, including planned and unplanned maintenance. The team also provides telephone and in person support.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Customer Support Services	21,316,244	22,437,775	23,438,209	-
Full Time Equivalents Total	74.50	77.00	77.00	-

# Seattle Information Technology Department

## Div Indirect - Eng & Ops

This budget program contains the funding associated with the managerial and administrative costs of overseeing and managing the Engineering and Operations Division, including asset management and infrastructure tooling support.

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Expenditures/FTE</b>				
Div Indirect - Eng & Ops	72,430	(15,613)	(11,591)	-
Full Time Equivalents Total	20.00	20.00	20.00	-

## Engineering & Ops Maintenance

This budget program contains the funding associated with Engineering and Operations maintenance support. This support is department specific and is not attached to a single application or type of service.

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Expenditures/FTE</b>				
Engineering & Ops Maintenance	648,619	1,578,808	1,602,688	-

## Enterprise Computing

This budget program contains the funding associated with the core computing services Seattle IT provides its customers, including data backup, recovery, and storage; server development and maintenance; and messaging functionality.

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Expenditures/FTE</b>				
Enterprise Computing	20,516,766	21,645,031	19,865,304	-
Full Time Equivalents Total	49.00	50.00	50.00	-

## Network & Communications Tech

This budget program contains the funding associated with Seattle IT's radio and telecommunications services, including installing, operating, and maintaining radio, voice and network infrastructure for City departments and other regional agencies.

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Expenditures/FTE</b>				
Network & Communications Tech	21,114,898	19,009,130	20,138,827	-
Full Time Equivalents Total	47.50	45.50	45.50	-

# Seattle Information Technology Department

## Operations Support

This budget program contains the funding associated with Seattle IT Support Operations, including batch processing support, data center facility management and large-scale printing.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Operations Support	7,253,446	7,414,068	6,192,348	-
Full Time Equivalents Total	13.00	13.00	13.00	-

### **ITD - BO-IT-D4000 - Digital Engagement**

The Digital Engagement Budget Summary Level provides technology to connect the public to the City and promotes digital equity across Seattle. The Digital Engagement Budget Control Level provides Citywide web services and the City's Open Data portal, oversees cable television franchises, produces the Seattle Channel, and manages the City's data privacy program.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Broadband & Community Tech	1,949,341	2,318,604	2,357,114	-
Cable Communications	661,078	-	-	-
Digital Services	3,522,051	3,857,494	3,976,824	-
Open Data	1,009,284	1,155,765	1,211,133	-
Privacy	830,790	787,145	808,775	-
Seattle Channel	2,960,644	3,115,626	3,185,193	-
<b>Total</b>	<b>10,933,187</b>	<b>11,234,634</b>	<b>11,539,039</b>	-
Full-time Equivalents Total*	54.00	52.50	52.50	-

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

*The following information summarizes the programs in Digital Engagement Budget Summary Level:*

### **Broadband & Community Tech**

This budget program contains the funding associated with the Community Technology Services team and the Technology Matching Fund. Community Technology ensures that residents have the information technology training and access needed to ensure civic and cultural participation, employment and lifelong learning. The Technology Matching Fund provides grants to community-based organizations for projects centered on improving digital equity.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Broadband & Community Tech	1,949,341	2,318,604	2,357,114	-
Full Time Equivalents Total	6.00	7.50	7.50	-

# Seattle Information Technology Department

## Cable Communications

This budget program contains the funding associated with the Office of Cable Communications. The Office is responsible for negotiating cable franchise agreements, transfers, and renewals; as well as ensuring the City's cable operators comply with all franchise terms, the Seattle Municipal Code, and state and federal law.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Cable Communications	661,078	-	-	-
Full Time Equivalents Total	2.50	-	-	-

## Digital Services

This budget program contains the funding associated with the Digital Services team. This team provides leadership in using Web technology and develops the City's Web presence so that residents, businesses, visitors and employees have 24-hour access to relevant information and services.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Digital Services	3,522,051	3,857,494	3,976,824	-
Full Time Equivalents Total	24.00	23.50	23.50	-

## Open Data

This budget program contains the funding associated with the publication and management of the City's Open Data platform. The Open Data program makes the data generated by the City openly available to improve public understanding of City operations and encourage the development of innovative technology solutions that improve quality of life.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Open Data	1,009,284	1,155,765	1,211,133	-
Full Time Equivalents Total	4.00	4.00	4.00	-

## Privacy

This budget program contains the funding associated with the Privacy Services team. Privacy Services is responsible for developing and implementing Citywide standards and policies designed to protect personal and sensitive information collected from the public.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Privacy	830,790	787,145	808,775	-
Full Time Equivalents Total	3.00	3.00	3.00	-

# Seattle Information Technology Department

## Seattle Channel

This budget program contains the funding associated with managing and operating the Seattle Channel. The Seattle Channel is an award-winning municipal television station with programming that highlights the diverse civic and cultural landscape of Seattle.

Expenditures/FTE	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Seattle Channel	2,960,644	3,115,626	3,185,193	-
Full Time Equivalents Total	14.50	14.50	14.50	-

### **ITD - BO-IT-D5000 - Security, Risk & Compliance**

The Security, Risk, and Compliance Budget Summary Level provides security and risk mitigation services for the City's computing environments and develops, applies and monitors compliance with technology policies and procedures.

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Security, Risk & Compliance	3,616,327	4,353,752	4,450,980	-
<b>Total</b>	<b>3,616,327</b>	<b>4,353,752</b>	<b>4,450,980</b>	-
Full-time Equivalents Total*	15.00	15.50	15.50	-

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### **ITD - BO-IT-D6000 - Applications Services**

The Applications Services Budget Summary Level designs, develops, and supports application solutions in accordance with Citywide architecture and governance.

Program Expenditures	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Applications	25,474,044	29,759,810	31,203,602	-
Applications Maintenance	-	3,058,407	3,155,457	-
Cross Platform Services	9,235,418	6,699,217	6,900,428	-
Div Indirect - App Services	(554,287)	(515,866)	(515,785)	-
Shared Platforms	14,443,107	17,166,107	17,602,576	-
<b>Total</b>	<b>48,598,282</b>	<b>56,167,675</b>	<b>58,346,278</b>	-
Full-time Equivalents Total*	223.60	233.60	233.60	-

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Applications Services Budget Summary Level:

# Seattle Information Technology Department

## Applications

This budget program contains the funding associated with the Applications team which designs, develops, integrates and supports solutions in accordance with Citywide architecture and governance.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Applications	25,474,044	29,759,810	31,203,602	-
Full Time Equivalents Total	94.40	89.10	89.10	-

## Applications Maintenance

This budget program contains the funding associated with annual maintenance tied to specific departmental applications and managed by Seattle IT.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Applications Maintenance	-	3,058,407	3,155,457	-

## Cross Platform Services

This budget program contains the funding associated with Seattle IT functions that serve multiple application platforms, including database administration and quality assurance.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Cross Platform Services	9,235,418	6,699,217	6,900,428	-
Full Time Equivalents Total	51.00	53.00	53.00	-

## Div Indirect - App Services

This budget program contains the funding associated with the managerial and administrative costs of overseeing and managing the Applications Division.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Div Indirect - App Services	(554,287)	(515,866)	(515,785)	-
Full Time Equivalents Total	3.00	4.00	4.00	-

## Shared Platforms

This budget program contains the funding associated with the Shared Platforms team which develops, maintains and provides user support for technology platforms shared across City departments, including, GIS, Sharepoint and Business Intelligence platforms.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Shared Platforms	14,443,107	17,166,107	17,602,576	-
Full Time Equivalents Total	75.20	87.50	87.50	-



## Seattle Information Technology Department

### **ITD - BO-IT-D8000 - Client Services Management**

The Client Services Management Budget Summary Level provides account management and support for Seattle IT customers.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Client Services Management	4,302,481	3,899,388	4,046,706	-
<b>Total</b>	<b>4,302,481</b>	<b>3,899,388</b>	<b>4,046,706</b>	-
Full-time Equivalents Total*	25.00	20.00	20.00	-

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### **ITD - BO-IT-D9000 - IT Initiatives**

The IT Initiatives Budget Summary Level provides support for citywide or department-specific IT projects and initiatives that are outside the scope of Seattle IT's Capital Improvement Program (CIP).

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Budget for Billed Services	374,694	15,228,621	15,703,876	-
Citywide IT Initiatives	917,229	1,564,230	582,084	-
Dept Operational Projects	16,899,917	34,195,072	23,474,679	-
Project Services	3,160,467	5,887,602	13,640,534	-
<b>Total</b>	<b>21,352,308</b>	<b>56,875,525</b>	<b>53,401,173</b>	-
Full-time Equivalents Total*	75.00	83.00	83.00	-

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

*The following information summarizes the programs in IT Initiatives Budget Summary Level:*

#### **Budget for Billed Services**

This budget program contains the funding associated with Seattle IT services that are billed directly to customers on an hourly basis. These include PMO Services, Application Services and Engineering and Operations Services.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Budget for Billed Services	374,694	15,228,621	15,703,876	-
Full Time Equivalents Total	39.50	50.50	50.50	-

# Seattle Information Technology Department

## Citywide IT Initiatives

This budget program contains the funding associated with a portfolio of non-capital IT operating initiatives. Each project in this program supports multiple different departments.

	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2020</b>
<b>Expenditures/FTE</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Endorsed</b>	<b>Proposed</b>
Citywide IT Initiatives	917,229	1,564,230	582,084	-

## Dept Operational Projects

This budget program contains the funding associated with a portfolio of non-capital Seattle IT operating initiatives. The projects in this portfolio are supported by and developed for an individual City department.

	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2020</b>
<b>Expenditures/FTE</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Endorsed</b>	<b>Proposed</b>
Dept Operational Projects	16,899,917	34,195,072	23,474,679	-
Full Time Equivalents Total	1.00	1.00	1.00	-

## Project Services

This budget program contains the funding associated with the Project Management Office (PMO) which provides project resources for IT projects.

	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2020</b>
<b>Expenditures/FTE</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Endorsed</b>	<b>Proposed</b>
Project Services	3,160,467	5,887,602	13,640,534	-
Full Time Equivalents Total	34.50	31.50	31.50	-

# Office of Intergovernmental Relations

Lily Wilson-Codega, Director

(206) 684-0213

<http://www.seattle.gov/oir>

## Department Overview

The Office of Intergovernmental Relations (OIR) provides advice and information to, and on behalf of, City elected officials, City departments, and external partners. The primary goal of these efforts is to ensure the City's interests are advanced with regional, state, federal, tribal, and international entities to enable the City to better serve the Seattle community.

## Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
General Fund Support	2,842,880	2,843,793	2,744,100	2,990,574
<b>Total Operations</b>	<b>2,842,880</b>	<b>2,843,793</b>	<b>2,744,100</b>	<b>2,990,574</b>
<b>Total Appropriations</b>	<b>2,842,880</b>	<b>2,843,793</b>	<b>2,744,100</b>	<b>2,990,574</b>
Full-Time Equivalents Total*	10.50	10.00	10.00	10.00

\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

## Budget Overview

The Office of Intergovernmental Relations (OIR) is responsible for engaging with other jurisdictions and governmental entities to collaborate and advocate for outcomes that are in the interest of the City and region. OIR implements and manages lobbying contracts and ensures the City's lobbying resources align with the City's strategic advocacy priorities.

The 2020 Proposed Budget restores funding to OIR to support the City's membership in the Association of Washington Cities (AWC) after the 2019 Adopted Budget reduced funding. AWC has also changed its dues structure resulting in higher dues for 2020 and future years.

# Office of Intergovernmental Relations

## Incremental Budget Changes

### Office of Intergovernmental Relations

	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>2,744,100</b>	<b>10.00</b>
<b>Baseline</b>		
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	115,961	-
2020 State Paid Family Medical Leave Increase Base Budget	1,875	-
AWC Baseline Adjustment and Increase	110,000	-
Citywide Adjustments for Standard Cost Changes	18,638	-
<b>Total Incremental Changes</b>	<b>\$246,474</b>	<b>-</b>
<b>Total 2020 Proposed Budget</b>	<b>\$2,990,574</b>	<b>10.00</b>

## Description of Incremental Budget Changes

### Baseline

#### **2020 Coalition and Non-Rep Annual Wage Increase Base Budget**

Expenditures \$115,961

This centrally administered change adjusts appropriations to reflect the Annual Wage Increase, as outlined in the tentative agreement between the City and the Coalition of Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor.

#### **2020 State Paid Family Medical Leave Increase Base Budget**

Expenditures \$1,875

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the tentative agreement with the Coalition of Unions moves a portion of the cost responsibility to the employee in 2020, with the City paying the remainder. This item increases appropriations to account for the City's obligation for all employees.

#### **AWC Baseline Adjustment and Increase**

Expenditures \$110,000

Since the 1990s, the City of Seattle has paid \$100,000 per year to be a member of the Association of Washington Cities (AWC). In 2018, the AWC changed its dues structure and the City's dues will increase \$5,000 a year over the next five years. In 2019, the City's dues will be \$105,000 and \$110,000 in 2020. The 2020 Proposed Budget includes the full \$110,000 allocation to restore funding after a reduction in the 2019 Adopted Budget.

#### **Citywide Adjustments for Standard Cost Changes**

Expenditures \$18,638

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including the Department of Finance & Administrative Services rates, Information Technology rates and Human Resources rates, health care, retirement and industrial insurance charges for the department. This adjustment also includes a transfer of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City's efforts to improve investigative processes and practices across the City departments. While the internal service rates are final for 2020, some of the other adjustments reflect initial assumptions about these costs and inflators early in the budget process.

# Office of Intergovernmental Relations

## Expenditure Overview

Appropriations	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>OIR - BO-IR-X1G00 - Office of Intergovernmental Relations</b>				
00100 - General Fund	2,842,880	2,843,793	2,744,100	2,990,574
<b>Total for BSL: BO-IR-X1G00</b>	<b>2,842,880</b>	<b>2,843,793</b>	<b>2,744,100</b>	<b>2,990,574</b>
<b>Department Total</b>	<b>2,842,880</b>	<b>2,843,793</b>	<b>2,744,100</b>	<b>2,990,574</b>
<b>Department Full-Time Equivalents Total*</b>	<b>10.50</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>

*\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

## Budget Summary by Fund Office of Intergovernmental Relations

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
00100 - General Fund	2,842,880	2,843,793	2,744,100	2,990,574
<b>Budget Totals for OIR</b>	<b>2,842,880</b>	<b>2,843,793</b>	<b>2,744,100</b>	<b>2,990,574</b>

## Appropriations by Budget Summary Level and Program

### **OIR - BO-IR-X1G00 - Office of Intergovernmental Relations**

The purpose of the Intergovernmental Relations Budget Summary Level is to promote and protect the City's federal, state, regional, tribal, and international interests by providing strategic advice, representation, and advocacy to, and on behalf of, City elected officials on a variety of issues. These include: federal and state executive and legislative actions; issues and events relating to the City's tribal and international relations; and jurisdictional issues involving King County, suburban cities, and regional governmental organizations.

<b>Program Expenditures</b>	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
Office of Intergovernmental Relations	2,842,880	2,843,793	2,744,100	2,990,574
<b>Total</b>	<b>2,842,880</b>	<b>2,843,793</b>	<b>2,744,100</b>	<b>2,990,574</b>
Full-time Equivalents Total*	10.50	10.00	10.00	10.00

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*



# Office of Labor Standards

Martin S. Garfinkel, Director

(206) 256-5297

[www.seattle.gov/laborstandards](http://www.seattle.gov/laborstandards)

## Department Overview

The mission of the Office of Labor Standards (OLS) is to advance labor standards through thoughtful community and business engagement, strategic enforcement, and innovative policy development, with a commitment to race and social justice. The Office of Labor Standards focuses on the implementation of labor standards for employees working within Seattle city limits. Effective January 2020, these standards, established through City ordinances and a City initiative, include the following:

- **Paid Sick and Safe Time Ordinance**, requiring employers with more than four full-time equivalent employees to provide paid sick and safe time;
- **Fair Chance Employment Ordinance**, restricting how employers can use conviction and arrest records during the hiring process and course of employment;
- **Minimum Wage Ordinance**, establishing a minimum hourly wage that will rise to \$15/hour for all employees in the city by 2021;
- **Wage Theft Ordinance**, requiring employers to provide written notice of employment information and pay all compensation due by reason of employment (including wages and tips) on a regular pay day;
- **Secure Scheduling Ordinance**, establishing scheduling requirements for covered retail and food service establishments to provide schedule predictability and increased access to hours;
- **Hotel Employees Health and Safety Initiative**, establishing workplace protections for hotel workers in four separate ordinances likely enacted soon to replace the Hotel Employee Health & Safety Initiative (invalidated by the Washington Court of Appeals on December 24, 2018);
- **Domestic Workers Ordinance**, which provides protections for domestic workers and establishes a Domestic Workers Standards Board; and
- **Commuter Benefits Ordinance**, requiring employers to provide commuter benefits on a pre-tax basis (OLS enforcement begins in January 2021).

OLS provides education and technical assistance to the business and worker communities. As a part of these efforts, OLS manages the **Community Outreach and Education Fund** to foster collaboration between OLS and the community with funds to develop awareness and understanding of the worker rights provided by Seattle's labor standards. The office also manages the **Business Outreach and Education Fund** which provides technical assistance to small businesses to increase compliance with Seattle's labor standards. The fund emphasizes outreach to businesses owned by low-income and historically disenfranchised communities who typically are not served by traditional outreach methods.

OLS also provides technical, policy, and administrative support for the Labor Standards Advisory Commission, consisting of 15 members who advise on matters related to labor standards, as well as to the recently created Domestic Workers Standards Board, a nine member body that advises on issues related to workplace protections for domestic workers.

## Office of Labor Standards

### Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
Other Funding - Operating	5,423,863	6,599,133	6,657,303	6,864,873
<b>Total Operations</b>	<b>5,423,863</b>	<b>6,599,133</b>	<b>6,657,303</b>	<b>6,864,873</b>
<b>Total Appropriations</b>	<b>5,423,863</b>	<b>6,599,133</b>	<b>6,657,303</b>	<b>6,864,873</b>
 Full-Time Equivalents Total*	 23.00	 28.00	 28.00	 28.00

\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

### Budget Overview

The 2020 Proposed Budget maintains resources and staff to support the significant ongoing work of the Office of Labor Standards. This includes sustained funding for 5 FTE that were added in the 2019 budget to support the increased capacity needs of the office and to support the Domestic Workers Ordinance that the City Council and Mayor enacted in July 2018. In addition to the six City ordinances that OLS currently enforces: Paid Sick and Safe Time, Fair Chance Employment, Minimum Wage, Wage Theft, Secure Scheduling, and Domestic Workers; OLS will begin to monitor and prepare to provide support and services to cover the Commuter Benefits Ordinance. The Commuter Benefits Ordinance goes into effect on Jan. 1, 2020 and OLS enforcement begins Jan. 1, 2021. To date, over 54,000 employers are required to comply with, and over 580,000 workers are protected by, at least some of the laws enforced by OLS. It is also likely that OLS will be tasked with enforcing laws that protect hotel workers, currently being considered by the City Council.

The 2020 Proposed Budget provides OLS with a number of technical adjustments, the biggest of which will cover tentative agreements with the Coalition of Unions.



## Office of Labor Standards

### Incremental Budget Changes

#### Office of Labor Standards

	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>6,657,303</b>	<b>28.00</b>
<b>Baseline</b>		
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	345,045	-
2020 State Paid Family Medical Leave Increase Base Budget	2,962	-
Citywide Adjustments for Standard Cost Changes	79,212	-
<b>Proposed Technical</b>		
Technical Adjustment for OLS Space Rent	(219,649)	-
<b>Total Incremental Changes</b>	<b>\$207,570</b>	<b>-</b>
<b>Total 2020 Proposed Budget</b>	<b>\$6,864,873</b>	<b>28.00</b>

### Description of Incremental Budget Changes

#### Baseline

##### **2020 Coalition and Non-Rep Annual Wage Increase Base Budget**

Expenditures	\$345,045
Revenues	\$345,045

This centrally administered change adjusts appropriations to reflect the Annual Wage Increase, as outlined in the tentative agreement between the City and the Coalition of Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor.

##### **2020 State Paid Family Medical Leave Increase Base Budget**

Expenditures	\$2,962
Revenues	\$2,962

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the tentative agreement with the Coalition of Unions moves a portion of the cost responsibility to the employee in 2020, with the City paying the remainder. This item increases appropriations to account for the City's obligation for all employees.

##### **Citywide Adjustments for Standard Cost Changes**

Expenditures	\$79,212
Revenues	\$79,212

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including the Department of Finance & Administrative Services rates, Information Technology rates and Human Resources rates, health care, retirement and industrial insurance charges for the department. This adjustment also includes a transfer

## Office of Labor Standards

of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City's efforts to improve investigative processes and practices across the City departments. While the internal service rates are final for 2020, some of the other adjustments reflect initial assumptions about these costs and inflators early in the budget process.

### Proposed Technical

#### **Technical Adjustment for OLS Space Rent**

Expenditures	\$ (219,649)
Revenues	\$ (219,649)

This is a technical adjustment to the baseline budget of the Office of Labor Standards in the amount of \$219,649. This adjustment corrects previous estimates for lease increase.

## Office of Labor Standards

### Expenditure Overview

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Appropriations</b>				
<b>OLS - BO-LS-1000 - Office of Labor Standards</b>				
00190 - Office of Labor Standards Fund	5,423,863	6,599,133	6,657,303	6,864,873
<b>Total for BSL: BO-LS-1000</b>	<b>5,423,863</b>	<b>6,599,133</b>	<b>6,657,303</b>	<b>6,864,873</b>
<b>Department Total</b>	<b>5,423,863</b>	<b>6,599,133</b>	<b>6,657,303</b>	<b>6,864,873</b>
<b>Department Full-Time Equivalents Total*</b>	<b>23.00</b>	<b>28.00</b>	<b>28.00</b>	<b>28.00</b>

*\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### Budget Summary by Fund Office of Labor Standards

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
00190 - Office of Labor Standards Fund	5,423,863	6,599,133	6,657,303	6,864,873
<b>Budget Totals for OLS</b>	<b>5,423,863</b>	<b>6,599,133</b>	<b>6,657,303</b>	<b>6,864,873</b>

### Revenue Overview

#### 2020 Estimated Revenues

Account Code	Account Name	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
360420	Other Judgments & Settlements	9,775	-	-	-
<b>Total Revenues for: 00100 - General Fund</b>		<b>9,775</b>	<b>-</b>	<b>-</b>	<b>-</b>
360420	Other Judgments & Settlements	8,820	-	-	-
397010	Operating Transfers In	5,681,364	6,599,133	6,657,303	6,864,873
<b>Total Revenues for: 00190 - Office of Labor Standards Fund</b>		<b>5,690,184</b>	<b>6,599,133</b>	<b>6,657,303</b>	<b>6,864,873</b>
<b>Total OLS Resources</b>		<b>5,699,959</b>	<b>6,599,133</b>	<b>6,657,303</b>	<b>6,864,873</b>

## Office of Labor Standards

### Appropriations by Budget Summary Level and Program

#### **OLS - BO-LS-1000 - Office of Labor Standards**

The purpose of the Office of Labor Standards Budget Summary Level is to implement labor standards for employees working inside Seattle's city limits. This includes investigation, remediation, outreach and education, and policy work related to the paid sick and safe time, fair chance employment, minimum wage, and wage theft, and secure scheduling ordinances, the hotel employees health and safety initiative, and other labor standards the City may enact in the future.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Office of Labor Standards	5,423,863	6,599,133	6,657,303	6,864,873
<b>Total</b>	<b>5,423,863</b>	<b>6,599,133</b>	<b>6,657,303</b>	<b>6,864,873</b>
Full-time Equivalents Total*	23.00	28.00	28.00	28.00

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

# Legislative Department

Bruce Harrell, Council President  
(206) 684-8888 TTY: (206) 233-0025

<http://www.seattle.gov/council/>

## Department Overview

The Legislative Department is comprised of the Seattle City Council, as well as two primary divisions: Central Staff and the Office of the City Clerk. Each division supports various aspects of the Council and works with members of the public and City departments to facilitate and develop effective and responsive public policy. The Council and Legislative Department are part of the legislative branch of government, which also includes the Office of City Auditor, the Office of Hearing Examiner, and the Office of Inspector General.

The Council is composed of two at-large and seven district-elected seats for a total of nine, nonpartisan, elected Councilmembers. In November 2015, seven district Councilmembers were elected to a four-year term beginning in 2016. Two at-large Councilmembers were elected to an initial two-year term to align with the election for a four-year term with the Mayor and City Attorney election in 2017. This approach staggers the district and at-large elections two years apart in future years.

The City Council establishes city laws; creates, evaluates and approves policies, legislation, and regulations; approves the City's annual operating and capital improvement budgets; and provides oversight to the City's executive departments. Each Councilmember has a staff of legislative assistants who assist in this work.

Central Staff provides policy and budget analysis for Councilmembers and their staffs, as well as consultant contract services for the Legislative Department. The Office of the City Clerk advances principles of open government and inclusive access through effective facilitation of the legislative process and transparent, accountable stewardship of public information and the official record, including City Council proceedings and legislation. The City Clerk serves as ex-officio elections administrator and filing officer. The office manages the City's Boards and Commissions Registry Program; coordinates public records disclosure requests; and provides information technology, administrative and operational support to the Legislative Department.

Communications and Human Resources/Finance teams are also a part of the Legislative Department. Communications staff assist Councilmembers and the Council as a whole in communicating values, goals and issues to the public by providing marketing and public relations services, including website and social media management, strategic media relations and public affairs work. Human Resources/Finance staff provide employee relations, talent acquisition, employee development, performance management, benefits administration services, finance, budget, accounting, and payroll for the Legislative Department and Office of City Auditor.

# Legislative Department

## Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
General Fund Support	15,991,405	16,346,845	16,233,930	17,529,116
<b>Total Operations</b>	<b>15,991,405</b>	<b>16,346,845</b>	<b>16,233,930</b>	<b>17,529,116</b>
<b>Total Appropriations</b>	<b>15,991,405</b>	<b>16,346,845</b>	<b>16,233,930</b>	<b>17,529,116</b>

Full-Time Equivalents Total\* 99.00 100.50 100.50 100.50

*\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

## Budget Overview

The 2020 Proposed Budget maintains support to the Legislative Department and preserves the services provided by the City Council and the City Clerk to residents and City departments. The budget includes an increase to enhance Central Staff's ability to provide legal, policy, and fiscal analysis to the City Council. Finally, technical adjustments have been made to bring the proposed budget into alignment with an Annual Wage Increase, a State Paid Family Medical Leave increase, and other citywide adjustments to internal service costs.

# Legislative Department

## Incremental Budget Changes

### Legislative Department

	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>16,233,930</b>	<b>100.50</b>
<b>Baseline</b>		
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	924,023	-
2020 State Paid Family Medical Leave Increase Base Budget	14,361	-
Citywide Adjustments for Standard Cost Changes	156,802	-
<b>Proposed Operating</b>		
Add Funding for Central Staff Support to City Council	200,000	-
<b>Total Incremental Changes</b>	<b>\$1,295,186</b>	<b>-</b>
<b>Total 2020 Proposed Budget</b>	<b>\$17,529,116</b>	<b>100.50</b>

## Description of Incremental Budget Changes

### Baseline

#### **2020 Coalition and Non-Rep Annual Wage Increase Base Budget**

Expenditures \$924,023

This centrally administered change adjusts appropriations to reflect the Annual Wage Increase, as outlined in the tentative agreement between the City and the Coalition of Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor.

#### **2020 State Paid Family Medical Leave Increase Base Budget**

Expenditures \$14,361

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the tentative agreement with the Coalition of Unions moves a portion of the cost responsibility to the employee in 2020, with the City paying the remainder. This item increases appropriations to account for the City's obligation for all employees.

#### **Citywide Adjustments for Standard Cost Changes**

Expenditures \$156,802

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including the Department of Finance & Administrative Services rates, Information Technology rates and Human Resources rates,

## Legislative Department

health care, retirement and industrial insurance charges for the department. This adjustment also includes a transfer of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City's efforts to improve investigative processes and practices across the City departments. While the internal service rates are final for 2020, some of the other adjustments reflect initial assumptions about these costs and inflators early in the budget process.

### Proposed Operating

#### **Add Funding for Central Staff Support to City Council**

Expenditures	\$200,000
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This item adds ongoing funding to enhance Central Staff's ability to provide legal, policy, and fiscal analysis to the City Council.



## Legislative Department

### Expenditure Overview

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Appropriations</b>				
<b>LEG - BO-LG-G1000 - Legislative Department</b>				
00100 - General Fund	12,901,465	12,508,692	12,613,964	13,751,577
<b>Total for BSL: BO-LG-G1000</b>	<b>12,901,465</b>	<b>12,508,692</b>	<b>12,613,964</b>	<b>13,751,577</b>
<b>LEG - BO-LG-G2000 - Leadership and Administration</b>				
00100 - General Fund	3,089,940	3,838,153	3,619,966	3,777,539
<b>Total for BSL: BO-LG-G2000</b>	<b>3,089,940</b>	<b>3,838,153</b>	<b>3,619,966</b>	<b>3,777,539</b>
<b>Department Total</b>	<b>15,991,405</b>	<b>16,346,845</b>	<b>16,233,930</b>	<b>17,529,116</b>
<b>Department Full-Time Equivalents Total*</b>	<b>99.00</b>	<b>100.50</b>	<b>100.50</b>	<b>100.50</b>

*\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### Budget Summary by Fund Legislative Department

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
00100 - General Fund	15,991,405	16,346,845	16,233,930	17,529,116
<b>Budget Totals for LEG</b>	<b>15,991,405</b>	<b>16,346,845</b>	<b>16,233,930</b>	<b>17,529,116</b>

# Legislative Department

## Appropriations by Budget Summary Level and Program

### **LEG - BO-LG-G1000 - Legislative Department**

The purpose of the Legislative Department Budget Summary Level is to set policy, enact City laws, approve the City's budget, provide oversight of City departments, and support the mission of the Council.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Central Staff	3,285,619	3,390,358	3,411,667	3,875,483
City Clerk	3,782,389	3,580,401	3,609,872	3,875,722
City Council	5,833,457	5,537,933	5,592,425	6,000,372
<b>Total</b>	<b>12,901,465</b>	<b>12,508,692</b>	<b>12,613,964</b>	<b>13,751,577</b>
Full-time Equivalents Total*	99.00	95.50	95.50	95.50

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Legislative Department Budget Summary Level:

#### **Central Staff**

The purpose of the Central Staff Program is to provide high-quality, objective research and analysis to the Council and its individual members on a variety of policy and budget issues, as well as consultant contract services for the Legislative department.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Central Staff	3,285,619	3,390,358	3,411,667	3,875,483
Full Time Equivalents Total	19.00	19.00	19.00	19.00

#### **City Clerk**

The purpose of the City Clerk Program is to support and facilitate the City's legislative process in compliance with the Open Public Meetings Act; manage the City's Records Management Program and ensure public access to the City's records; preserve the City's official and historical records in compliance with the Public Records Acts; manage the City's Boards and Commissions Registry; serve as the City's ex officio elections officer; and provide information technology, administrative and operational support to the Legislative Department.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
City Clerk	3,782,389	3,580,401	3,609,872	3,875,722
Full Time Equivalents Total	27.00	27.50	27.50	27.50

# Legislative Department

## City Council

The purpose of the City Council Program is to set policy; review, consider and determine legislative action; approve the City's budget; and provide oversight of City departments. The goal of the City Council is to be transparent, effective and accountable, as well as to promote diversity and health of all neighborhoods. This program consists of the nine Councilmembers, their Legislative Assistants and the Communications staff.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
City Council	5,833,457	5,537,933	5,592,425	6,000,372
Full Time Equivalents Total	53.00	49.00	49.00	49.00

### **LEG - BO-LG-G2000 - Leadership and Administration**

The purpose of the Leadership and Administration Budget Summary Level is to provide executive, community, financial, human resource, technology and business support to the department.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Citywide Indirect Costs	2,075,495	2,673,030	2,444,978	2,513,454
Departmental Indirect Costs	1,014,445	1,165,123	1,174,988	1,264,085
<b>Total</b>	<b>3,089,940</b>	<b>3,838,153</b>	<b>3,619,966</b>	<b>3,777,539</b>
Full-time Equivalents Total*	-	5.00	5.00	5.00

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

*The following information summarizes the programs in Leadership and Administration Budget Summary Level:*

### **Citywide Indirect Costs**

The purpose of the Citywide Indirect Costs program is to fund internal services costs originating from outside of the department such as allocated costs from the Department of Finance and Administrative Services and Seattle Information Technology Department.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Citywide Indirect Costs	2,075,495	2,673,030	2,444,978	2,513,454

### **Departmental Indirect Costs**

The purpose of the Departmental Indirect Costs program is to fund costs associated with management of the department. This may include personnel costs related to department leadership and administration or other administrative costs such as external rent and operating supplies or services.

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Departmental Indirect Costs	1,014,445	1,165,123	1,174,988	1,264,085
Full Time Equivalents Total	-	5.00	5.00	5.00



# Office of the Mayor

Jenny A. Durkan, Mayor

(206) 684-4000

<http://www.seattle.gov/mayor/>

## Department Overview

The Office of the Mayor works to provide leadership to the residents, employees, and regional neighbors of the City of Seattle and to create an environment that encourages ideas, civic discourse, and inclusion for the City's entire diverse population.

In the municipality of Seattle, the Mayor governs the Executive Branch as its chief executive officer. The many legal roles and responsibilities of the Mayor, and those working directly for the Mayor, are prescribed in the City Charter, state statutes and municipal ordinances. Elections for this nonpartisan office are held every four years.

## Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
General Fund Support	5,286,460	7,086,458	7,111,434	7,706,715
<b>Total Operations</b>	<b>5,286,460</b>	<b>7,086,458</b>	<b>7,111,434</b>	<b>7,706,715</b>
<b>Total Appropriations</b>	<b>5,286,460</b>	<b>7,086,458</b>	<b>7,111,434</b>	<b>7,706,715</b>
Full-Time Equivalents Total*	37.50	37.50	37.50	39.50

\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

## Budget Overview

The 2020 Proposed Budget increases the Office of the Mayor's budget by \$595,000. A transfer of public disclosure request staffing into the office adds \$188,000, and the remainder of the increase is related to Citywide changes, including a labor agreement, state benefit changes and central costs for services such as space and information technology.

## Office of the Mayor

### Incremental Budget Changes

#### Office of the Mayor

	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>7,111,434</b>	<b>37.50</b>
<b>Baseline</b>		
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	385,647	-
2020 State Paid Family Medical Leave Increase Base Budget	5,546	-
Citywide Adjustments for Standard Cost Changes	15,798	-
<b>Proposed Operating</b>		
Public Disclosure Request Staffing	188,290	2.00
<b>Total Incremental Changes</b>	<b>\$595,281</b>	<b>2.00</b>
<b>Total 2020 Proposed Budget</b>	<b>\$7,706,715</b>	<b>39.50</b>

### Description of Incremental Budget Changes

#### Baseline

##### **2020 Coalition and Non-Rep Annual Wage Increase Base Budget**

Expenditures \$385,647

This centrally administered change adjusts appropriations to reflect the Annual Wage Increase, as outlined in the tentative agreement between the City and the Coalition of Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor.

##### **2020 State Paid Family Medical Leave Increase Base Budget**

Expenditures \$5,546

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the tentative agreement with the Coalition of Unions moves a portion of the cost responsibility to the employee in 2020, with the City paying the remainder. This item increases appropriations to account for the City's obligation for all employees.

##### **Citywide Adjustments for Standard Cost Changes**

Expenditures \$15,798

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including the Department of Finance & Administrative Services rates, Information Technology rates and Human Resources rates, health care, retirement and industrial insurance charges for the department. This adjustment also includes a transfer of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City's efforts to improve investigative processes and practices across the City departments. While the internal service rates are final for 2020, some of the other adjustments reflect initial assumptions about these costs and inflators early in the budget process.

# Office of the Mayor

## Proposed Operating

### **Public Disclosure Request Staffing**

Expenditures	\$188,290
Position Allocation	2.00

Between 2015 and 2018, the number of public records requests (PDR) received by the Mayor's Office has more than doubled from 99 in 2015 to 223 in 2018. This budget transfers an existing 1.0 FTE Strategic Advisor 2 Exempt position, currently supporting Mayor's Office PDR requests, from the Department of Finance and Administrative Services to the Mayor's Office. A new 1.0 FTE Strategic Advisor 2 position and budget is also added to maintain the 2.0 FTE supporting Mayor's Office PDR requests, which is currently supported by a temporarily loaned position. This adjustment will better align PDR staff with department work.

## Office of the Mayor

### Expenditure Overview

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Appropriations</b>				
<b>MO - BO-MA-X1A00 - Office of the Mayor</b>				
00100 - General Fund	5,286,460	7,086,458	7,111,434	7,706,715
<b>Total for BSL: BO-MA-X1A00</b>	<b>5,286,460</b>	<b>7,086,458</b>	<b>7,111,434</b>	<b>7,706,715</b>
<b>Department Total</b>	<b>5,286,460</b>	<b>7,086,458</b>	<b>7,111,434</b>	<b>7,706,715</b>
<b>Department Full-Time Equivalents Total*</b>	<b>37.50</b>	<b>37.50</b>	<b>37.50</b>	<b>39.50</b>

*\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### Budget Summary by Fund Office of the Mayor

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
00100 - General Fund	5,286,460	7,086,458	7,111,434	7,706,715
<b>Budget Totals for MO</b>	<b>5,286,460</b>	<b>7,086,458</b>	<b>7,111,434</b>	<b>7,706,715</b>

### Appropriations by Budget Summary Level and Program

#### **MO - BO-MA-X1A00 - Office of the Mayor**

The purpose of the Office of the Mayor Budget Summary Level is to provide executive leadership to support City departments, engage and be responsive to residents of the city, develop policy for the City, and provide executive administrative and management support to the City.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Office of the Mayor	5,286,460	7,086,458	7,111,434	7,706,715
<b>Total</b>	<b>5,286,460</b>	<b>7,086,458</b>	<b>7,111,434</b>	<b>7,706,715</b>
Full-time Equivalents Total*	37.50	37.50	37.50	39.50

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*



# Office of Sustainability and Environment

Jessica Finn Coven, Director

(206) 684-9261

[www.seattle.gov/environment](http://www.seattle.gov/environment)

## Department Overview

The Office of Sustainability & Environment (OSE) develops and implements citywide environmental policies and programs that propel Seattle toward a sustainable, equitable, and carbon neutral future. OSE collaborates with a wide range of stakeholders to develop innovative environmental solutions that foster equity, vibrant communities, and shared prosperity. OSE develops policies and promotes green initiatives through three functional areas:

**Citywide Coordination:** Coordinates interdepartmental work on priority programs, policies, and outreach to advance the City's environmental goals. OSE's coordination work includes a focus on food systems, urban forestry, energy efficiency in City buildings, equity and environment, and environmental performance measurement. OSE is also responsible for administrative coordination of two prominent Boards and Commissions: the Urban Forestry Commission, and the Sweetened Beverage Tax Community Advisory Board.

**Innovation & Research:** Conducts research and develops the City's next generation of environmental and sustainability policies and programs. OSE's innovation and research includes a special focus on environmental equity, building energy, food policy, and transportation electrification, including implementing the Equity and Environment Agenda, Building Energy Benchmarking & Tune-Up program, Fresh Bucks food access program, and the Drive Clean Seattle program.

**Climate Change Action Planning, Implementation and Measurement:** Coordinates implementation of the Seattle Climate Action Plan to reduce Seattle's greenhouse gas emissions, including goal assessment, action planning, community outreach, and performance measurement. OSE's climate change planning and measurement work also includes implementing a climate change adaptation strategy that minimizes the disproportionate impacts of a changing climate while making Seattle less vulnerable and more resilient.

## Budget Snapshot

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Department Support</b>				
General Fund Support	7,665,300	7,984,667	7,738,643	5,624,183
Other Funding - Operating	-	-	-	5,953,919
<b>Total Operations</b>	<b>7,665,300</b>	<b>7,984,667</b>	<b>7,738,643</b>	<b>11,578,103</b>
<b>Total Appropriations</b>	<b>7,665,300</b>	<b>7,984,667</b>	<b>7,738,643</b>	<b>11,578,103</b>
Full-Time Equivalent Total*	26.50	26.50	26.50	28.50

\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

# Office of Sustainability and Environment

## Budget Overview

The 2020 Proposed Budget for the Office of Sustainability & Environment (OSE) largely remains unchanged from the 2020 Endorsed Budget, focusing on the implementation of established initiatives and supporting ongoing policy and administrative functions. The 2020 Proposed Budget does include new initiatives in food policy and energy efficiency.

**New initiatives:** In 2020, OSE will implement the following new or expanded initiatives:

Fresh Bucks Program Expansion: In 2012, OSE established the Fresh Bucks Program, a program that increases the affordability of fresh fruits and vegetables to participants of the Supplemental Nutritional Assistance Program (SNAP). Fresh Bucks partners with local businesses, supermarkets, farmers markets, and healthcare clinics to provide financial incentives for consuming healthy food.

In 2015, OSE received \$1.6 million in federal grants through the Food Insecurity Nutrition Incentive (FINI) grant program to expand benefits for program participants. By 2016, Fresh Bucks had expanded to 29 locations, and launched Fresh Bucks Rx, partnering with medical providers to prescribe fruits and vegetables to food insecure patients.

In 2018, Fresh Bucks expanded program eligibility beyond the Federal Supplemental Nutrition Assistance Program participation, in alignment with other affordability programs. Also in 2018, \$480,000 of FINI grants supported direct incentives to Fresh Bucks participants. As part of the long-term strategy to sustain and grow the Fresh Bucks program, the City has identified resources from the Sweetened Beverage Tax as a natural nexus to support the program in 2019 and beyond. An additional \$923,000 from the Sweetened Beverage Tax was added in 2018 to support the program. This funding was originally reserved by the Mayor and Council in the 2018 Adopted Budget and released on recommendation of the Sweetened Beverage Tax Community Advisory Board through the 2018 Second Quarter Supplemental Budget Ordinance.

In 2020, an additional \$2,000,000 is provided to expand the Fresh Bucks voucher program, supported by new revenue from the Sweetened Beverage Tax. Please see the incremental change description below for more information about this expansion.

Oil Heat Conversion Expansion and Tax: Pending legislative action, the City will impose a new tax on residential heating oil to reduce carbon emissions and increase programmatic support to help homeowners convert from oil heat to electric heat pumps. The City estimates that about 18,000 homes rely on oil heating within the city limits. Funding from this tax would support an OSE conversion program to complete about 3000 conversions from oil heating to electric heat pump by 2028, partnering with Seattle City Light and the Seattle Office of Housing. This program will prioritize the conversion of low-income residents by providing support for the full cost of the conversion for qualified residents, and provides partial incentives to the remaining non-low income customers. This program also supports a training program for businesses that may be impacted by the tax.

Position support for Energy Efficiency: OSE will add two new sunset positions to the work program supporting the Municipal Energy Efficiency Project (MEEP), a capital project spanning multiple departments that seeks to improve building energy efficiency through capital projects in City-owned facilities. These positions are fully funded through existing revenue budgeted in the MEEP. For more detail about this project, please see the Municipal Energy Efficiency Project located in the Department of Finance and Administrative Services' 2020-2025 Proposed Capital Improvement Program.

Funding Climate Director: OSE has grown to support expansive climate change policy initiatives across the City through its Climate Action work. In continuing to support the Mayor's Climate Action Strategy and keep the City on track to meet objectives of the Paris Climate Accord, OSE will add \$175,899 to fund a Climate Director.

**Ongoing initiative support:** The 2020 Proposed Budget continues to fund existing initiatives in OSE, including:

- Equity and Environment Initiative

## **Office of Sustainability and Environment**

- Duwamish Valley Program
- Climate Action Initiatives
- Drive Clean Seattle
- Building Energy Efficiency
- Food Policy and Programs

Please see previous years' budgets for a description of these initiatives.

## Office of Sustainability and Environment

### Incremental Budget Changes

#### Office of Sustainability and Environment

	2020 Budget	FTE
<b>Total 2020 Endorsed Budget</b>	<b>7,738,643</b>	<b>26.50</b>
Citywide Adjustments for Standard Cost Changes	46,739	-
<b>Baseline</b>		
Supplemental Budget Changes	680,000	-
2020 Coalition and Non-Rep Annual Wage Increase Base Budget	255,788	-
2020 State Paid Family Medical Leave Increase Base Budget	4,454	-
<b>Proposed Operating</b>		
Increase support for Fresh Bucks	2,000,000	-
Heating Oil Tax and Conversion Expansion	595,357	-
Program Advisor for Energy Efficiency	-	1.00
Administrative Support for Energy Efficiency	81,223	1.00
Ongoing Funding for Climate Director	175,899	-
<b>Proposed Technical</b>		
Transfer Sweetened Beverage Tax Baseline Budget to New Fund	-	-
<b>Total Incremental Changes</b>	<b>\$3,839,460</b>	<b>2.00</b>
<b>Total 2020 Proposed Budget</b>	<b>\$11,578,103</b>	<b>28.50</b>

### Description of Incremental Budget Changes

#### Citywide Adjustments for Standard Cost Changes

Expenditures \$46,739

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including the Department of Finance & Administrative Services rates, Information Technology rates and Human Resources rates, health care, retirement and industrial insurance charges for the department. This adjustment also includes a transfer of resources from the department to the Human Resources Investigations Unit (HRIU) as part of the City's efforts to improve investigative processes and practices across the City departments. While the internal service rates are final for 2020, some of the other adjustments reflect initial assumptions about these costs and inflators early in the budget process.

#### Baseline

#### Supplemental Budget Changes

## Office of Sustainability and Environment

Expenditures \$680,000

This change completes a true-up of the 2020 Proposed Budget for any ongoing appropriation changes made in 2019. This change includes adding \$680,000 of appropriation in the Sweetened Beverage Tax Fund to replace expiring grant and one-time funding, and maintain current service levels for the Fresh Bucks program.

### 2020 Coalition and Non-Rep Annual Wage Increase Base Budget

Expenditures \$255,788

This centrally administered change adjusts appropriations to reflect the Annual Wage Increase, as outlined in the tentative agreement between the City and the Coalition of Unions, for personnel costs included in this department's baseline budget. This includes increases to salary, FICA, Medicare, retirement, overtime and temporary labor.

### 2020 State Paid Family Medical Leave Increase Base Budget

Expenditures \$4,454

Starting in January 2020, Washington State will offer paid family and medical leave benefits to all workers in the State of Washington, including City of Seattle employees. In 2020, the tentative agreement with the Coalition of Unions moves a portion of the cost responsibility to the employee in 2020, with the City paying the remainder. This item increases appropriations to account for the City's obligation for all employees.

## Proposed Operating

### Increase support for Fresh Bucks

Expenditures \$2,000,000

This change increases the funding for the Fresh Bucks program by \$2,000,000, tripling the number of eligible residents for the voucher component of the program to 6,000 recipients, for a total of over 12,000 served by all Fresh Bucks services. This supports OSE's Fresh Bucks voucher program, a key element of the Fresh Bucks Program's strategy to reach residents in the "food security gap" who experience food insecurity but do not qualify for other food assistance programs. OSE has identified continued demand for this program, with further expansion possible as funds become available.

### Heating Oil Tax and Conversion Expansion

Expenditures \$595,357

This change will increase OSE's budget by \$593,425 to support activities in the Oil Heat Conversion Program, which currently provides subsidies, and will expand those subsidies alongside new training, education, communication, and support efforts to individuals wishing to convert from residential oil heating furnaces to electric heat pumps. This work expands OSE's current work on conversion, and will be absorbed into the existing program work. This budget is dependent on Council approval of a Heating Oil Ordinance which would impose a regulatory fee of \$.236 on each gallon of heating oil. The fee would generate funds to mitigate environmental and carbon pollution with specific focus on funding residential oil conversions to electric heat pumps, assisting in the conversion of about 3,000 homes through this program. Seattle Office of Housing and Seattle City Light will provide additional program support to implement these conversions, and Seattle Department of Finance and Administrative services will provide support for implementing a new tax.

### Program Advisor for Energy Efficiency

Position Allocation 1.00

This change will add 1.0 FTE Strategic Advisor 1 position to the Municipal Energy Efficiency Program as a position with a sunset date. The position will be supported by Real Estate Excise Taxes currently allocated within the

## Office of Sustainability and Environment

Municipal Energy Efficiency Project CIP. This position will sunset December 31, 2026. Please see the Department of Finance and Administrative Services' 2020-2025 Proposed Capital Improvement Program for more detail on this project.

### Administrative Support for Energy Efficiency

Expenditures	\$81,223
Position Allocation	1.00

This change will convert an existing temporary position, expiring in November 2019, that provides administrative and technical support to the Municipal Energy Efficiency Project, to a permanent position with a sunset date. Position costs will be revenue-backed by General Fund energy rebates earned through the work of the program and will sunset December 31, 2026. Please see the Department of Finance and Administrative Services' 2020-2025 Proposed Capital Improvement Program for more detail on this project.

### Ongoing Funding for Climate Director

Expenditures	\$175,899
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This change adds \$175,899 to OSE's budget to support a position responsible for implementing and monitoring the Climate Action Strategy released in April 2018 and the City's commitment to achieving the goals of the Paris Climate Accord. The position also oversees OSE's work on municipal and private building energy efficiency and energy benchmarking, Greenhouse Gas Inventory and Climate Action Plan reports, and coordinating the Mayor's Environment and Climate Subcabinet. In 2019, City Council modified the funding to this position to apply only through 2019. This change restores the funding for 2020 as ongoing support.

### Proposed Technical

#### Transfer Sweetened Beverage Tax Baseline Budget to New Fund

Expenditures	-
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This technical change reflects the requirements of Ordinance 125886 and transfers the baseline department budget for Sweetened Beverage Tax activity from the General Fund (00100) to the Sweetened Beverage Tax Fund (00155). These changes are net-zero.

## Office of Sustainability and Environment

### Expenditure Overview

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
<b>Appropriations</b>				
<b>OSE - BO-SE-X1000 - Office of Sustainability and Environment</b>				
00100 - General Fund	7,665,300	7,984,667	7,738,643	5,624,183
00155 - Sweetened Beverage Tax Fund	-	-	-	5,953,919
<b>Total for BSL: BO-SE-X1000</b>	<b>7,665,300</b>	<b>7,984,667</b>	<b>7,738,643</b>	<b>11,578,103</b>
 <b>Department Total</b>	 <b>7,665,300</b>	 <b>7,984,667</b>	 <b>7,738,643</b>	 <b>11,578,103</b>
 <b>Department Full-Time Equivalents Total*</b>	 <b>26.50</b>	 <b>26.50</b>	 <b>26.50</b>	 <b>28.50</b>

*\* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

### Budget Summary by Fund Office of Sustainability and Environment

	2018 Actuals	2019 Adopted	2020 Endorsed	2020 Proposed
00100 - General Fund	7,665,300	7,984,667	7,738,643	5,624,183
00155 - Sweetened Beverage Tax Fund	-	-	-	5,953,919
<b>Budget Totals for OSE</b>	<b>7,665,300</b>	<b>7,984,667</b>	<b>7,738,643</b>	<b>11,578,103</b>

## Office of Sustainability and Environment

### Appropriations by Budget Summary Level and Program

#### **OSE - BO-SE-X1000 - Office of Sustainability and Environment**

The purpose of the Office of Sustainability and Environment Budget Summary Level is to coordinate interdepartmental environmental sustainability initiatives, identify and develop next generation policies and programs, and lead the City's climate change action planning to move towards carbon neutrality.

<b>Program Expenditures</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Office of Sustainability and E	7,665,300	7,984,667	7,738,643	-
Office of Sustainability and Environment	-	-	-	11,578,103
<b>Total</b>	<b>7,665,300</b>	<b>7,984,667</b>	<b>7,738,643</b>	<b>11,578,103</b>
Full-time Equivalents Total*	26.50	26.50	26.50	28.50

*\*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here*

The following information summarizes the programs in Office of Sustainability and Environment Budget Summary Level:

#### **Office of Sustainability and E**

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Office of Sustainability and E	7,665,300	7,984,667	7,738,643	-
Full Time Equivalents Total	26.50	26.50	26.50	-

#### **Office of Sustainability and Environment**

<b>Expenditures/FTE</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
Office of Sustainability and Environment	-	-	-	11,578,103
Full Time Equivalents Total	-	-	-	28.50



## **Summary of Position and Full-Time Equivalent (FTE) Changes by Department**

The following tables provide a summary of total position and FTE changes by department for 2020. Position counts for a department may exceed FTE counts as position counts tally part-time positions as discrete items.

## Summary of Position Changes by Department

	(A)	(B)	(C) = (A) + (B)
Department	2020 Endorsed Total	2020 Proposed Changes	2020 Proposed Total
City Budget Office	36	-	36
Civil Service Commissions	2	-	2
Community Police Commission	9	-	9
Department of Construction and Inspections	412	14	426
Department of Education and Early Learning	98	13	111
Department of Neighborhoods	56	7	63
Department of Parks and Recreation	1,002	10	1,012
Employees' Retirement System	23	-	23
Ethics and Elections Commission	7	2	9
Finance and Administrative Services	597	13	610
Human Services Department	390	2	392
Law Department	198	9	207
Legislative Department	101	-	101
Office for Civil Rights	31	2	33
Office of Arts and Cultural Affairs	37	4	41
Office of Economic Development	36	-	36
Office of the Employee Ombud	3	2	5
Office of Hearing Examiner	5	-	5
Office of Housing	46	1	47
Office of the Inspector General	10	2	12
Office of Immigrant and Refugee Affairs	10	-	10
Office of Intergovernmental Relations	10	-	10
Office of Labor Standards	28	-	28
Office of Planning and Community Development	45	1	46
Office of Sustainability and Environment	32	2	34
Office of the City Auditor	10	-	10
Office of the Mayor	38	2	40
Seattle Center	240	(3)	237
Seattle City Light	1,791	8	1,799
Seattle Department of Human Resources	156	8	164
Seattle Information Technology	684	21	705
Seattle Department of Transportation	933	26	959
Seattle Fire Department	1,188	2	1,190
Seattle Municipal Court	226	-	226
Seattle Police Department	2,188	12	2,200
Seattle Public Utilities	1,428	13	1,441
<b>Total Budgeted Positions</b>	<b>12,106</b>	<b>173</b>	<b>12,279</b>
Seattle Firefighters' Pension Fund	4	-	4
Seattle Police Relief and Pension Fund	3	-	3
Seattle Public Library	664	-	664
<b>Total Citywide Positions</b>	<b>12,777</b>	<b>173</b>	<b>12,950</b>

**Notes**

**Firefighters' Pension Fund, Police Relief and Pension Fund, and Seattle Public Library positions:** Personnel figures are for informational purposes only. The Library's position list is established by the Library Board of Trustees, and positions for the Police and Firefighter Pension funds are set by their respective board members.

## Summary of Full-Time Equivalent (FTE) Changes by Department

	(A)	(B)	(C) = (A) + (B)
Department	2020 Endorsed Total	2020 Proposed Changes	2020 Proposed Total
City Budget Office	36.00	-	36.00
Civil Service Commissions	2.00	-	2.00
Community Police Commission	9.00	-	9.00
Department of Construction and Inspections	411.50	14.00	425.50
Department of Education and Early Learning	98.00	12.50	110.50
Department of Neighborhoods	58.50	6.50	65.00
Department of Parks and Recreation	929.38	10.30	939.68
Employees' Retirement System	23.00	-	23.00
Ethics and Elections Commission	5.90	1.50	7.40
Finance and Administrative Services	589.50	13.00	602.50
Human Services Department	382.75	2.00	384.75
Law Department	195.60	8.50	204.10
Legislative Department	100.50	-	100.50
Office for Civil Rights	31.00	2.00	33.00
Office of Arts and Cultural Affairs	35.09	4.00	39.09
Office of Economic Development	35.50	0.50	36.00
Office of the Employee Ombud	3.00	2.00	5.00
Office of Hearing Examiner	4.63	0.37	5.00
Office of Housing	45.00	1.00	46.00
Office of the Inspector General	10.00	2.00	12.00
Office of Immigrant and Refugee Affairs	9.50	-	9.50
Office of Intergovernmental Relations	10.00	-	10.00
Office of Labor Standards	28.00	-	28.00
Office of Planning and Community Development	44.00	1.00	45.00
Office of Sustainability and Environment	26.50	2.00	28.50
Office of the City Auditor	10.00	-	10.00
Office of the Mayor	37.50	2.00	39.50
Seattle Center	227.73	(2.50)	225.23
Seattle City Light	1,784.80	8.00	1,792.80
Seattle Department of Human Resources	154.00	7.50	161.50
Seattle Information Technology	680.60	20.50	701.10
Seattle Department of Transportation	931.50	25.50	957.00
Seattle Fire Department	1,167.05	1.50	1,168.55
Seattle Municipal Court	215.10	-	215.10
Seattle Police Department	2,175.35	12.00	2,187.35
Seattle Public Utilities	1,421.55	11.75	1,433.30
<b>Total Budgeted FTEs</b>	<b>11,873.49</b>	<b>169.42</b>	<b>12,098.45</b>
Seattle Firefighters' Pension Fund	4.00	-	4.00
Seattle Police Relief and Pension Fund	3.00	-	3.00
Seattle Public Library	556.10	-	556.10
<b>Total Citywide FTEs</b>	<b>12,436.59</b>	<b>169.42</b>	<b>12,661.55</b>

### Notes

**Firefighters' Pension Fund, Police Relief and Pension Fund, and Seattle Public Library positions:** Personnel figures are for informational purposes only. The Library's position list is established by the Library Board of Trustees, and positions for the Police and Firefighter Pension funds are set by their respective board members.



### **Cost Allocation Tables:**

These tables provide information about how the City allocates internal service costs (i.e. overhead provided by City agencies to other City agencies) to customer agencies.

# Cost Allocation

## Central Service Departments and Commissions - 2020 Cost Allocation Factors

Central Service Department	Cost Allocation Factor
City Auditor	Audit hours spent on direct department projects averaged over prior two-year period.
City Budget Office	Percent of FTE time spent on cost allocation departments/funds.
Civil Service Commission	Five-year average of number of cases by department.
Office of Civil Rights	2010-2011 cases filed by department.
Office of Employee Ombud	Proportionate to budgeted FTE by department.
Office of Intergovernmental Relations	Staff time and assignments by department.
Office of Sustainability and Environment	Management assessment of FTE time on work programs.
Department of Finance and Administrative Services	Various factors and allocations. See Appendix B(1) for details on services, rates, and methodologies.
Seattle Information Technology	Various factors and allocations. See Appendix B(2) for details on services, rates, and methodologies.
Law Department	Two-year average of civil attorney and paralegal service hours by department (excludes hours that are covered by direct billing via MOAs), including proportionate amount of overhead.
Legislative Department	City Clerk's Office based on number of Legislative items; Central Staff and Legislative Assistants on assignments; City Council 100% General Fund or by MOA* and City Clerk based on workload.
Seattle Department of Human Resources	Various factors and allocations. See Appendix B(3) for details on services, factors, and methodologies.
State Examiner (State Auditor)	75% by Summit rows of data; 25% by authorized FTEs.
Emergency Management	Actual expenditure dollar spread.

\*Memorandum of Agreement (MOA) on charges

# Cost Allocation

## Department of Finance and Administrative Services Billing Methodologies – B(1)

Service Provider	Org	Service Provided	Billing Methodology	Billing Method
<b>Fleet Management Division</b>				
Vehicle Leasing	FAD03	<ul style="list-style-type: none"> <li>Vehicles owned by, and leased from, Fleet Services</li> <li>Vehicles owned directly by Utility Departments</li> </ul>	<ul style="list-style-type: none"> <li>Calculated rate per month per vehicle based on three lease-rate components: 1) vehicle replacement; 2) routine maintenance; and 3) overhead.</li> <li>Charge for overhead only as outlined in MOUs with Utilities.</li> </ul>	Fleets rates.
Motor Pool	FAD04	Daily or hourly rental of City Motor Pool vehicles.	Actual vehicle usage by department per published rates. Rates vary by vehicle type and are based on time usage, with a set minimum and maximum daily charge.	Direct bill.
Vehicle Maintenance	FAD05	<ul style="list-style-type: none"> <li>Vehicle Maintenance labor.</li> <li>Vehicle parts and supplies.</li> </ul>	<ul style="list-style-type: none"> <li>Actual maintenance service hours, not included in the routine maintenance component of the Lease Rate (above). Billed at an hourly rate.</li> <li>Actual vehicle parts and supplies, used in vehicle maintenance services, and not included in the routine maintenance component of the Lease Rate (above). Billed at cost plus a percentage mark-up.</li> </ul>	Direct bill.
Vehicle Fuel	FAD07	Vehicle fuel from City-operated fuel sites or private vendor sites through the Voyager Fuel Card program.	Actual gallons of fuel pumped, billed at cost plus per-gallon mark-up.	Direct bill.
<b>Facility Services</b>				
Property Management Services	FAC03	Office & other building space.	Property Management Services for City-owned buildings.	Space rent rates.
Property Management Services	FAC03	Leased spaces.	Service agreements with commercial tenants, building owners and/or affected departments.	Direct bill.
Real Estate Services	FAC03	Real estate transactions including acquisitions, dispositions, appraisals, etc.	Applicable operating costs based on staff time per customer department.	Cost Allocation to Relevant Funds.
Facilities Maintenance	FAC04	Crafts Services: Plumbing, carpentry, HVAC, electrical, painting.	<ul style="list-style-type: none"> <li>Regular maintenance costs included in office space rent and provided as part of space rent.</li> <li>Non-routine services charged directly to service user(s) at an hourly rate.</li> </ul>	Space rent rates; direct bill.
Janitorial Services	FAC05	Janitorial services.	Janitorial services included in rate charges for the downtown core campus buildings.	Space rent rates.
Parking Services	FAC06	Parking services.	Monthly parking costs for City vehicles are charged to department based on actual use. Hourly parking vouchers are sold to departments in advance of use, as requested. Vouchers for private tenants and personal vehicles of City staff are sold on monthly and hourly bases, as requested.	Direct bill; direct purchase
Warehousing Services	FAC08	<ul style="list-style-type: none"> <li>Surplus service</li> <li>Records storage</li> </ul>	<ul style="list-style-type: none"> <li>Commodity type, weighting by effort and time</li> </ul>	Cost Allocation to all relevant City

# Cost Allocation

Service Provider	Org	Service Provided	Billing Methodology	Billing Method
		<ul style="list-style-type: none"> <li>Material storage</li> <li>Paper procurement</li> </ul>	<ul style="list-style-type: none"> <li>Cubic feet and retrieval requests</li> <li>Number of pallets used/stored</li> <li>Paper usage by weight</li> </ul>	Departments
Distribution Services	FAC09	<ul style="list-style-type: none"> <li>U.S. Mail delivery</li> <li>Interoffice mail, special deliveries</li> </ul>	<ul style="list-style-type: none"> <li>Sampling of pieces of mail delivered to client.</li> <li>Volume, frequency, and distance of deliveries</li> </ul>	Cost Allocation to all relevant City Departments
<b>Technical Services</b>				
Capital Development and Construction Management	FAK01	<ul style="list-style-type: none"> <li>Project management</li> <li>Space planning and design</li> <li>Move coordination</li> </ul>	<ul style="list-style-type: none"> <li>Project management hours billed at actual Project Managers' hourly rates in CIP projects, Divisional indirect are billed based on actual labor dollars.</li> </ul>	Direct bill
<b>Financial, Regulatory and Purchasing/Contracting Services</b>				
Economics and Forecasting	FAF19	<ul style="list-style-type: none"> <li>City economic forecasting</li> </ul>	Allocated to all relevant City Department based on overall City Finance Division work effort.	Cost Allocation to all relevant City Departments
Fiscal and Policy Management	FAF01	<ul style="list-style-type: none"> <li>City financial policy and planning</li> </ul>		
Debt Management	FAF02	Debt financing for the City	Allocation based on historical number of bond sales	Cost Allocation to General Fund, SCL, SPU
Citywide Accounting/Payroll	FAF03 FAF04 FAF05	<ul style="list-style-type: none"> <li>Citywide accounting services.</li> <li>Citywide payroll</li> </ul>	<ul style="list-style-type: none"> <li>Percent of staff time by department</li> <li>Percent of staff time per department, with Payroll and Pension time allocated to departments based on FTEs and retirement checks, respectively.</li> </ul>	Citywide Accounting: Cost Allocation to Six Funds Citywide Payroll: Cost Allocation to all Department
Citywide Business Analysts Group	FAF06	Maintain and develop the City-wide financial management system	System data rows used by customer departments	Cost Allocation to all City Departments
Regulatory Compliance and Consumer Protection	FAH01	<ul style="list-style-type: none"> <li>Verify accuracy of commercial weighing and measuring devices</li> <li>Enforcement of taxicab, for-hire vehicle and limousine industries.</li> </ul>	External fee revenue; General Fund support	External fees. The program is budgeted in General Fund
Business Licensing and Tax Administration	FAF07 FAF08	Administration, audit, and customer service for City tax codes and regulatory licenses	100% General Fund.	The program is budgeted in General Fund
Contracting Services	FAE01	<ul style="list-style-type: none"> <li>Provide contracting support and administration.</li> <li>Women and minority business development.</li> <li>Social equity monitoring and contract compliance.</li> </ul>	<ul style="list-style-type: none"> <li>Customer Department will be billed for all applicable services such as: Contract Admin/ADA, Compliance, and Labor Equity based on contract types/work deliverable (driven mostly by contract amounts) by Contracting Services group.</li> <li>General Fund support.</li> </ul>	New Methodology: Direct bill to relevant CIP Departments Cost Allocation to General Fund
Purchasing Services	FAE02	Provide centralized procurement services, coordination and consultant services	Percent share by department for Purchasing Services based on total number of Purchase Orders issued (50%) and Blanket Contract and Purchase Order spending (50%). Percent share by department for consultant services costs based on total spending in previous two years	Cost Allocation to all relevant City Departments



# Cost Allocation

Service Provider	Org	Service Provided	Billing Methodology	Billing Method
Treasury Operations	FAF09 FAF12	<ul style="list-style-type: none"> <li>Bank reconciliation, Warrant issuance</li> <li>Parking Meter Collections</li> </ul>	<ul style="list-style-type: none"> <li>Percent share by department based on staff time</li> <li>Parking Meter Collection Program budgeted directly in General Fund</li> </ul>	Treasury Operations: Cost Allocation to all relevant City Departments Parking Meter Collection Program is budgeted in GF
Investments	FAF10	Investment of City funds	Percent share by department of annual investment earnings through the Citywide Investment Pool.	Cost Allocation to all relevant City Departments
Remittance Processing	FAF11	Processing of mail and electronic payments to Cash Receipt System	Percent share by department based on total number of weighted transactions.	Cost Allocation to General Fund, SCL and SPU
Risk Management and Claims Processing	FAF14 FAF15	Claims processing; liability claims and property/casualty program management; loss prevention/ control and contract review	Percent share by department based on number of claims filed (50%) and amount of claims/settlements paid (50%) (five-year period).	Cost Allocation all relevant City Departments
<b>Seattle Animal Shelter</b>				
Seattle Animal Shelter	FAI01	Animal care and animal control enforcement; spay and neuter services to the public.	External fee revenues; General Fund.	External revenues; The program is budgeted in GF
<b>Office of Constituent Services</b>				
Constituent Services	FAJ01	Service delivery and policy analysis, public disclosure response	Number of constituent contacts (inquiries, complaints, requests for service)	Cost Allocation all relevant City Departments
Customer Service Bureau	FAJ02	Provide information to constituents in response to inquiry or complaint	Number of constituent contacts (inquiries, complaints, requests for service)	Cost Allocation all relevant City Departments
Neighborhood Payment and Information Services	FAJ03	Payment and information services to residents (utility bills, pet licenses, traffic tickets, passports, City employment)	Percentage share by department of transaction type.	Cost Allocation to General Fund, SCL, SPU

# Cost Allocation

## Department of Information Technology (DoIT) Cost Allocation Methodologies – B(2)

Budget Summary Level (BSL)	Budget Program	Project	Unit of Measure	Allocation	Direct Billed	Indirects
<b>Capital Improvement Projects</b>						
	<b>Application Services CIP</b>	Citywide Contract Mgmt System	Consultant Services & Contracts	X		
		Grants System Replacement	100% DON	X		
		HCM Scoping Study	100% SDHR		X	
		HRIS Replacement	Seattle IT Fund Balance	X		
		MCIS Replacement	LTGO Bond Funds	X		
		SDOT Budget System Replacement	100% SDOT		X	
		SPD CAD Replacement	100% SPD	X		
	<b>Radio Communications CIP</b>	Radio Reserves-Infrastructure	# of Radios	X		
	<b>Seattle Channel CIP</b>	SEA Channel Digital Upgrade	100% CF	X		
		SEA Channel Operating Capital	100% CF	X		
	<b>Programmatic Initiatives CIP</b>	26Th Floor Rebuild	AIA Modified for L&A/LTGO Bond Funds	X		
	<b>Fiber Enterprise Initiatives CIP</b>	2019/2020 Annual Maintenance	100% PRJ		X	
		Budgeted Fiber Initiatives	100% PRJ		X	
<b>Leadership &amp; Administration</b>						
	<b>CTO / Executive Team</b>	Executive Team	AIA Modified for L&A	X		
	<b>Chief of Staff</b>	BAT-Chief Of Staff	% of Project Revenue Budget(Excl. Fiber Projects)	X		
		Communications	AIA Modified for L&A	X		
		Finance	AIA Modified for L&A	X		
		General Admin Services	AIA Modified for L&A	X		
		Human Resources / Talent	AIA Modified for L&A	X		
		Organizational Change Mgmt	AIA Modified for L&A	X		
		Procurement and Contracting	AIA Modified for L&A	X		
		Training-Business Applications	AIA Modified for L&A	X		
		Training-Chief Of Staff	AIA Modified for L&A	X		
		Training-Client Solutions	AIA Modified for L&A	X		
		Training-CTO / Executive Team	AIA Modified for L&A	X		
		Training-Digital Workplace	AIA Modified for L&A	X		
		Training-Executive Advisor	AIA Modified for L&A	X		
		Training-Frontline Digital	AIA Modified for L&A	X		
		Training-Platform Applications	AIA Modified for L&A	X		
		Training-Privacy Office	AIA Modified for L&A	X		
		Training-Security & Risk	AIA Modified for L&A	X		
		Training-Service Modernization	AIA Modified for L&A	X		

# Cost Allocation

Budget Summary Level (BSL)	Budget Program	Project	Unit of Measure	Allocation	Direct Billed	Indirects
		Training-Tech Infrastructure	AIA Modified for L&A	X		
	<b>Executive Advisor</b>	Governance and Strategic Init	AIA Modified for L&A	X		
	<b>Chief Privacy Office</b>	Privacy	Modified AIA % with Cable Fund	X		
	<b>Pooled Benefits and PTO</b>	Leave / Time-Off	Indirect Cost Recovery			X
		Pooled Benefits	Indirect Cost Recovery			X
	<b>Citywide Indirect Costs</b>	Citywide Overhead	Indirect Cost Recovery			X
		Cost Recovery Balance	Cost Recovery Allocation	X		
		Department Overhead	AIA Modified for L&A	X		
<b>Technology Infrastructure</b>						
	<b>Communications Infrastructure</b>	Data Center	# of Rack Units (RUs)	X		
		Telecom Moves And Changes	Based on 2017 Wireless Actuals		X	
	<b>Database Systems</b>	Database Systems	AIA	X		
	<b>Enterprise Services</b>	Messaging Support & Id Mgmt	# of Email Accounts (All Users)	X		
	<b>Network Operations</b>	Network Infrastructure	# of Active UDS-WiFi Ports	X		
	<b>Radio Management</b>	Citywide Radio Ops-Direct Bill	Based on 2017 Radio Shop Installs & Mtc. Actuals		X	
		Public Safety Comm & Reserves	# of Public Safety Radios	X		
		Radio Access Infra & Reserves	# of Radios	X		
		Radio Comm Support Svcs	# of Public Safety Radios	X		
		Radios & Pagers-Direct Bill	Based on 2017 Pager Actuals		X	
	<b>Systems Engineering</b>	Backup & Recovery	# of Backup Gigabytes	X		
		Storage-SAN	# of Storage SAN Gigabytes	X		
		Unix Platform	# of Backup Gigabytes	X		
	<b>Telephone Engineering</b>	Consolidated Telecom	# of Landline Extensions	X		
		IVR & Call Center Elements	IVR 2017 Usage	X		
	<b>Windows Systems</b>	Server Platform	# of CPUs	X		
	<b>Infrastructure Tools</b>	Dept Infrastructure Maint	AIA	X		
		Infrastructure Tools	AIA	X		
	<b>Business Advancement Team</b>	BAT-Tech Infrastructure	% of Project Revenue Budget(Excl. Fiber Projects)	X		
<b>Digital Workplace And Frontline Digital Services</b>						
	<b>Frontline Digital Services</b>	24X7 Batch Processing	# of NSM Jobs	X		
		BAT-Frontline Digital Services	% of Project Revenue Budget(Excl. Fiber Projects)	X		
		Customer Engagement Apps	Modified AIA % with Cable Fund	X		
		Customer Support	# of Email Accts (50%) + Desktops & Devices (50%)	X		
		IT Asset Management	AIA	X		
		IT Service Management	# of Email Accounts (All Users)	X		
		Lifecycle Replacement	# of Devices (Laptops & Desktops)	X		

# Cost Allocation

Budget Summary Level (BSL)	Budget Program	Project	Unit of Measure	Allocation	Direct Billed	Indirects
		Net New Computer Equip Billed	100% PRJ		X	
		Print Services	# of Printed Pages	X		
		Public Engagement	Modified 6-Fund Based on 2018 Actuals	X		
		Rainier Beach Safety Continuum	100% AUD		X	
		Seattle Channel	100% CF	X		
		Site / Desktop Support	# of Email Accts (50%) + Desktops & Devices (50%)	X		
		Solution Desk Support Svcs	# of Email Accts (50%) + Desktops & Devices (50%)	X		
	<b>Digital Workplace</b>	Adobe	Proportion of Adobe Maintenance Expenditure	X		
		BAT-Digital Workplace	% of Project Revenue Budget(Excl. Fiber Projects)	X		
		Data Protection	# of Office 365 Licenses for City Staff	X		
		Digital Devices	# of Devices (Laptops & Desktops)	X		
		Digital Integration	AIA	X		
		Digital Workflow	AIA	X		
		Digital Workplace Support Svcs	# of Office 365 Licenses for City Staff	X		
		eDiscovery	# of Office 365 Licenses for City Staff	X		
		Microsoft Enterprise Agreement	# of Office 365 Licenses for City Staff	X		
		Mobility	# of Devices (Laptops & Desktops)	X		
		O365 Data Gov Support Svcs	# of Office 365 Licenses for City Staff	X		
		Office 365	# of Office 365 Licenses for City Staff	X		
		Sharepoint Online	# of Office 365 Licenses for City Staff	X		
		Windows Enterprise	# of Devices (Laptops & Desktops)	X		
	<b>Community Technology and Broadband</b>	Annual Tech Matching Fund	100% CF	X		
		Digital Equity	100% CF	X		
<b>Digital Security &amp; Risk</b>						
	<b>Digital Security &amp; Risk</b>	Compliance	AIA	X		
		Cyber Security / Risk Mgmt	AIA	X		
		Emergency Management	AIA	X		
		Security Operations	AIA	X		
<b>Applications</b>						
	<b>Business Applications</b>	BAT-Business Apps	% of Project Revenue Budget(Excl. Fiber Projects)	X		
		Business License and Taxes	100% FAS	X		
		CAD & RMS	# of Public Safety Radios	X		

# Cost Allocation

Budget Summary Level (BSL)	Budget Program	Project	Unit of Measure	Allocation	Direct Billed	Indirects
		Citywide Windows 10 Upgrade	# of Devices (Laptops & Desktops)	X		
		Customer Care Billing (CCB)	50% SCL & 50% SPU	X		
		Dept Apps Maintenance	100% TBD	X		
		E911	# of Public Safety Radios	X		
		Finance Applications-Other	Other Applications Allocation-Finance Applns.	X		
		Finance Support Svcs	% of 2018 Actual Expenditures	X		
		Fire And Police Support Svcs	# of Public Safety Radios	X		
		Hansen 8	# of Hansen 8 Licenses	X		
		HR Applications-Other	Other Applications Allocation-HR Apps	X		
		HRIS	# of Annual HRIS Paychecks	X		
		HRIS Support Svcs	# of Annual HRIS Paychecks	X		
		Maximo	# of Maximo Licenses	X		
		Peoplesoft	% of 2018 Actual Expenditures	X		
		Work & Asset Mgmt Support Svcs	# of Licenses by Dept (Hansen 8, Maximo & WAMS)	X		
		Work & Asset Mgmt Systems	# of WAMS Licenses	X		
		Work & Asset Mgmt Apps-Other	Other Applications Allocation-WAMS	X		
		Youth Opportunity Portal	Youth Opportunity	X		
	<b>Platform Applications</b>	Accela Enterprise Platform	Accela Permits	X		
		Accela Support Svcs	Accela Permits	X		
		Autocad Enterprise Platform	# of AutoCAD Licenses	X		
		BAT-Platform Apps	% of Project Revenue Budget(Excl. Fiber Projects)	X		
		CRM Enterprise Platform	Modified 6-Fund Based on 2018 Actuals	X		
		CRM Support Svcs	Modified 6-Fund Based on 2018 Actuals	X		
		Enterprise Content Management	Other Applications Allocation-Enterprise CM	X		
		GIS / CADD Support Svcs	# of ESRI Licenses (50%) + GIS Staff (50%)	X		
		GIS-Core	# of ESRI Licenses (50%) + GIS Staff (50%)	X		
		Middleware / Integration	AIA	X		
		Outage Management System (OMS)	# of OMS Licenses	X		
		SDCI Accela Work Group	100% SDCI		X	
	<b>Service Modernization</b>	BAT-Service Modernization	% of Project Revenue Budget(Excl. Fiber Projects)	X		
		BI & Analytics Support Svcs	AIA	X		
		BI Support Svcs	AIA	X		
		Data Integration	AIA	X		
		Data Services	AIA	X		

# Cost Allocation

Budget Summary Level (BSL)	Budget Program	Project	Unit of Measure	Allocation	Direct Billed	Indirects
		Enterprise Architect	AIA	X		
		Open Data	Modified 6-Fund Based on 2018 Actuals	X		
		Quality Assurance	AIA	X		
		Service Modernization Support	AIA	X		
	<b>Department Initiatives</b>	Business Applications Svcs	100% PRJ		X	
		CHIPS	100% DEEL		X	
		Client Solutions Svcs	100% PRJ		X	
		Democracy Voucher Program	100% ETH		X	
		Digital Workplace Svcs	100% PRJ		X	
		FAS Animal Shelter	100% FAS		X	
		FAS Budgeted IT Init	100% FAS		X	
		FAS CPIMS Assessment	100% FAS		X	
		FAS Risk Mgmt Info Syst-RMIS	100% FAS		X	
		Frontline Digital Svcs	100% PRJ		X	
		HSD Internal Operating Init	100% HSD	X		
		OIRA NCP Database Replcmt	100% OIRA		X	
		Platform Application Svcs	100% PRJ		X	
		SCL Budgeted IT Initiatives	100% SCL		X	
		SCL Internal Op Initiatives	100% SCL	X		
		SCL NERC Cyber Security	100% SCL		X	
		SDCI Budgeted IT Init	100% SDCI		X	
		SDHR Budgeted IT Initiatives	100% SDHR		X	
		SDHR Customer Svc Tracking Sys	100% SDHR		X	
		SDOT Budgeted IT Init	100% SDOT		X	
		SDOT Street Use Permitting	100% SDOT		X	
		Service Modernization Svcs	100% PRJ		X	
		SPD Internal Operating Init	100% SPD	X		
		SPU Budgeted IT Init	100% SPU		X	
		Technology Infrastructure Svcs	100% PRJ		X	
<b>Client Solutions</b>						
	<b>Client Solutions</b>	BAT-Client Solutions	% of Project Revenue Budget(Excl. Fiber Projects)	X		
		Client Service Advisors	AIA Modified for L&A	X		
		Client Service Directors	AIA Modified for L&A	X		
		Client Solutions Support Team	AIA Modified for L&A	X		

# Cost Allocation

## Seattle Department of Human Resources Cost Allocation Methodologies - B(3)

Central Services: allocated to all departments		
Project Cost Pool	Services provided	Cost Allocation Methodology
Benefits Administration	Administer City's benefit and wellness programs, manage vendors providing benefit services, and monitor compliance	Health Care Fund pays for 0.5 FTE Personnel Analyst, Sr 1.2 FTE Personnel Analyst 0.8 FTE Manager 3 0.8 FTE Personnel Analyst, Supv 1.0 FTE TLT Strategic Advisor 1  Seattle City Employees Retirement pays for 1.0 FTE Personnel Analyst 0.5 FTE Administrative Specialist II  Remainder allocated to departments based on Adopted budget positions
Deferred Compensation	Consultation, processes, education, and outreach for City's Voluntary Deferred Compensation Plan	Costs paid by the plan administrator and recovered through program participant fees
Leave Administration	Consultation, processes, resources, and training for City's leave programs and ADA Title I	Allocated to departments based on Adopted budget positions
Workforce Analytics & Reporting	Administer City's Human Resource Information System (HRIS) and provide system-level support and consultation in business processes and data analysis	Allocated to departments based on Adopted budget positions
Learning Management	Training policies and programs	Allocated to departments based on Adopted budget positions
Workforce Equity	Policy, consultation, programs, and outreach for workforce equity strategies	Allocated to departments based on Adopted budget positions
Alternative Dispute Resolution	Alternative dispute resolution program and process	Allocated to departments based on Adopted budget positions
Talent Acquisition	Recruitment and staffing policy and hiring	Allocated to departments based on Adopted budget positions
HR Service Delivery	City Shared Governance HR strategy and E3 performance management	Allocated to departments based on Adopted budget positions
HR Investigations	Investigations policy, consultation, training and case resolution	Policy and program costs allocated to departments based on Adopted budget positions  Investigation costs allocated to departments, except SFD and SPD, based on Adopted budget positions
IT projects	Major IT systems replacement project cost recovery	Allocated to departments based on Adopted budget positions

# Cost Allocation

Targeted services: allocated to departments based on use		
End-to-end HR support	Provide end-to-end HR support to 18 small departments and executive offices	Allocated to supported departments based on Adopted budget positions
Labor Relations	Provide labor relations policy, program and consultation	Allocated to departments based on three-year running average of represented positions
Fire and Police Exams	Administer Police and Fire examination program	Allocated to SFD and SPD
Compensation and Classification	Provide assistance in interpreting and applying fair and consistent evaluation of positions and equitable compensation	Allocated to departments based on three-year running average of classification reviews
Safety	Provide consultation, processes, training, and programs governed by Federal law, City charter, municipal code, and personnel policies	Fully burdened cost of 1.0 FTE Sfty/Occ Health Coord allocated to departments based on a three-year running average of CDL-holding employees  All other costs allocated 100% to Workers Comp Fund 10110 and recovered through the WC pooled costs, based on claims history
Workers Compensation	Provide claims administration, consultation, and assistance to employees who have sustained a work-related injury or illness	Allocated 100% to Workers Comp Fund 10110 and recovered through the WC pooled costs, based on claims usage data



# Cost Allocation

## Central Service Cost Allocations by paying funds – Informational Only

These transfers reflect reimbursements for general government work performed on behalf of certain revenue generating departments.

### 2020 Proposed Budget Central Service Departments

Charging Department	2018 Adopted	2019 Adopted	2020 Endorsed	2020 Proposed
City Auditor	1,085,999	948,765	949,428	879,842
City Budget Office	1,909,380	1,882,651	1,873,841	1,846,410
Civil Service Commission	137,301	102,926	102,746	104,112
Office for Civil Rights	132,422	454,631	457,086	571,195
Office of Employee Ombud	-	-	-	231,131
Office of Intergovernmental Relations	1,421,666	1,331,037	1,326,979	1,264,809
Office of Sustainability and Environment	2,188,733	2,521,183	2,565,179	2,486,513
Law Department	10,054,970	11,871,493	11,704,841	12,051,959
Legislative Department	3,354,804	4,181,219	4,140,942	4,079,352
State Auditor	503,636	504,644	504,644	504,492
Emergency Management	1,828,108	2,118,573	2,118,573	2,145,067
<b>Total</b>	<b>22,617,019</b>	<b>25,917,122</b>	<b>25,744,258</b>	<b>26,164,879</b>



# Debt Service

## Limited Tax General Obligation Bonds Debt Service by Funding Source - Information Only

	2019 Adopted	2020 Proposed
<b>Arts</b>		
<b>2018 Bond Issue</b>		
King Station TI for Arts	528,070	497,433
<b>Arts Fund Total</b>	<b>528,070</b>	<b>497,433</b>
<b>Bond Interest &amp; Redemption Fund - LTGO</b>		
<b>2009 Bond Issue</b>		
Market 96 Refunding	469,875	468,625
<b>2010A BAB Issue</b>		
Alaskan Way Tunnel / Seawall	108,107	102,418
Bridge Rehab (BTG)	372,313	353,057
Bridge Seismic (BTG)	148,553	140,874
Fire Station Projects	52,057	46,167
Golf	6,478	5,724
King Street Station (BTG)	6,458	6,112
Mercer West (BTG)	147,817	140,199
Spokane (BTG)	82,925	78,625
<b>2014 Bond Issue</b>		
Benaroya Hall Equipment	122,675	117,925
SCIDPDA-A	175,038	170,038
SCIDPDA-B	184,519	184,144
<b>2017B Bond Issue</b>		
SCIDPDA Refunding	537,490	539,890
<b>Bond Interest &amp; Redemption Fund - LTGO Total</b>	<b>2,414,305</b>	<b>2,353,798</b>

### Cumulative Reserve Subfund - REET I

<b>2008 Bond Issue</b>		
Bridge Rehab (REET I)		
<b>2009 Bond Issue</b>		
Bridge Rehab (REET I)		
North Precinct	46,125	
<b>2010A BAB Issue</b>		
Alaskan Way Tunnel / Seawall (REET)		
Fire Station Projects	577,714	574,346
<b>2010B Bond Issue</b>		
Southwest Precinct	836,700	835,200
Westbridge	558,650	554,900
<b>2011 Bond Issue</b>		
Bridge Rehab (REET I)		
Bridge Rehab (REET I) (from 2011 Spokane)		
Seattle Center House	381,350	379,863
<b>2012 Bond Issue</b>		
SR 519 (REET)		

## Debt Service

	2019 Adopted	2020 Proposed
<b>2013A Bond Issue</b>		
Fire Facilities	839,069	839,519
North Precinct	278,106	278,306
<b>2014 Bond Issue</b>		
North Precinct	447,956	445,956
<b>2015A Bond Issue</b>		
Bridge Rehab (REET I)		
Fire Facilities	330,225	332,225
Northgate Land Acquisition	221,375	223,875
South Precinct	302,375	
<b>2016A Bond Issue</b>		
Fire Station 5	128,950	125,950
Fire Stations	694,950	693,575
North Precinct	391,500	437,125
<b>2017 Bond Issue</b>		
Fire Station 22	440,500	441,250
Fire Station 5	286,300	285,300
<b>2018 Bond Issue</b>		
Fire Station 2	96,200	94,200
<b>Cumulative Reserve Subfund - REET I Total</b>	<b>6,858,046</b>	<b>6,541,590</b>
<b>Cumulative Reserve Subfund - REET II</b>		
<b>2012 Bond Issue</b>		
Alaskan Way Tunnel / Seawall	352,250	354,750
Aquarium Pier 59	1,419,750	1,414,250
Fremont Bridge Approaches	105,250	106,500
<b>2015A Bond Issue</b>		
Alaskan Way Viaduct	356,625	354,125
Aquarium Pier 59	125,500	125,875
<b>2018 Bond Issue</b>		
Low Income Housing	1,000,000	
<b>Cumulative Reserve Subfund - REET II Total</b>	<b>3,359,375</b>	<b>2,355,500</b>
<b>Cumulative Reserve Subfund - Unrestricted</b>		
<b>2009 Bond Issue</b>		
Northgate Park	206,640	
<b>2010B Bond Issue</b>		
Park 90/5 - 2001	247,282	250,002
Police Training Facilities	210,300	211,050
Training Facilities	381,608	386,070
<b>2011 Bond Issue</b>		
Facility Energy Retrofits-CTR	56,200	58,713
Facility Energy Retrofits-DPR	55,750	53,375
Facility Energy Retrofits-FAS	78,500	80,063
<b>2012 Bond Issue</b>		
Joint Training Facility	133,200	132,950
<b>2013B Bond Issue</b>		
Park 90/5 Police Support Acquisition	532,107	505,699

## Debt Service

	2019 Adopted	2020 Proposed
<b>2015A Bond Issue</b>		
Park 90/5 Police Support Acquisition	286,000	286,000
<b>2016A Bond Issue</b>		
Park 90/5 Earthquake Repair	666,825	670,565
<b>Cumulative Reserve Subfund - Unrestricted Total</b>	<b>2,854,411</b>	<b>2,634,486</b>
<b>Finance and Administrative Services Fund</b>		
<b>2010B Bond Issue</b>		
City Hall	3,274,163	3,270,913
Civic Center Open Space	377,800	376,800
Justice Center	3,252,088	3,259,838
Park 90/5 - 2001	80,003	80,883
<b>2012 Bond Issue</b>		
City Hall	374,200	374,200
Justice Center	374,200	374,200
SMT Base	134,250	134,000
<b>2013A Bond Issue</b>		
Financial IT Upgrades		
<b>2013B Bond Issue</b>		
Park 90/5 Police Support Acquisition	172,152	163,609
Seattle Municipal Tower Acquisition	5,807,538	5,519,322
<b>2014 Bond Issue</b>		
Financial IT Upgrades	1,419,625	
IT Electronic Records	604,750	
SMT Critical Infrastructure	466,375	
<b>2015A Bond Issue</b>		
City Hall	766,000	751,750
Civic Center Open Space	732,875	
Electronic Records	307,125	307,500
Justice Center	1,951,875	1,900,375
SeaPark	410,000	
Seattle Municipal Tower & Police Support	2,261,546	2,261,546
<b>2016A Bond Issue</b>		
Financial IT Upgrades (FAS)	2,342,250	2,341,000
Park 90/5 Earthquake Repair	215,738	216,948
SMT IDT Server Closets	369,125	369,000
<b>2017 Bond Issue</b>		
Financial IT Upgrades (FAS)	1,730,500	1,729,000
<b>2018 Bond Issue</b>		
Financial IT Upgrades (FAS)	1,062,750	1,061,750
<b>2019X Bond Issue</b>		
FAS IT Initiative	36,041	130,250
SMT Chiller	101,391	376,375
<b>2020X Bond Issue</b>		
FAS IT Initiative		45,423
SMT Chiller		200,850
SMT Elevator		46,350
<b>Finance and Administrative Services Fund Total</b>	<b>28,624,358</b>	<b>25,291,880</b>

# Debt Service

	2019 Adopted	2020 Proposed
<b>General Fund</b>		
<b>2009 Bond Issue</b>		
Alaskan Way Tunnel / Seawall (GF)	205,000	
Jail	44,844	
North Precinct		
Northgate Land Acquisition	287,000	
Northgate Park		
Rainier Beach Community Center	517,625	
Rainier Beach Community Center (reallocated from NG)	285,360	
<b>2010B Bond Issue</b>		
Bridge Rehab (GF)	425,000	
<b>2010B Bond Issue</b>		
Alaskan Way Tunnel / Seawall (GF)	718,269	713,501
Ballard Neighborhood Center	363,400	362,400
Park 90/5 - 2001		
Police Training Facilities		
Southwest Precinct		
Training Facilities		
<b>2011 Bond Issue</b>		
Facility Energy Retrofits-CTR		
Facility Energy Retrofits-DPR		
Facility Energy Retrofits-FAS		
Rainier Beach Community Center	323,144	324,131
<b>2012 Bond Issue</b>		
Joint Training Facility		
Rainier Beach Community Center	446,150	449,150
SR 519 (GF)	191,750	194,250
<b>2013A Bond Issue</b>		
B&O IT (Orig Proj)		
City Hall TI (from 2013 B&O)		
Critical Infrastructure - WP/EOC (from 2013 B&O)		
North Precinct		
Rainier Beach Community Center	433,750	436,250
Video Mobile Data Terminals		
<b>2013B Bond Issue</b>		
Concert Hall	471,668	465,403
Park 90/5 Police Support Acquisition		
<b>2014 Bond Issue</b>		
North Precinct		
South Park Bridge	675,275	672,150
<b>2015A Bond Issue</b>		
Park 90/5 Police Support Acquisition		
SLU Streetcar	124,750	124,125
South Park Bridge	338,900	335,775
South Precinct		
Zoo Garage	137,750	138,125
<b>2015B Bond Issue</b>		
Pike Market PCN	1,945,383	1,945,389

## Debt Service

	2019 Adopted	2020 Proposed
<b>2016A Bond Issue</b>		
Alaska Way Corridor (GF)	317,325	319,825
Financial IT Upgrades (GF)	585,125	582,375
Jail	42,150	86,025
North Precinct		
Northgate Land Acquisition	160,200	428,325
Park 90/5 Earthquake Repair		
Parking Pay Stations (GF)	1,092,912	1,465,250
<b>2016B Bond Issue</b>		
Pike Market PCN	390,556	390,506
<b>2017 Bond Issue</b>		
Financial IT Side Systems	226,250	228,250
Financial IT Upgrades (GF)	323,000	321,500
Municipal Court IT	331,250	334,500
<b>2017B Bond Issue</b>		
Mercer Arena	330,848	328,248
<b>2018A Bond Issue</b>		
Financial IT Side Systems	50,500	48,750
Municipal Court IT	726,500	732,000
Pay Stations	295,750	295,250
Police IT	148,500	148,500
SRI - Department Capital Needs	164,750	169,250
<b>2018B Bond Issue</b>		
Low Income Housing	357,068	0
<b>2019A Bond Issue</b>		
Criminal Justice IT (Municipal Court IT)	94,631	458,625
Low Income Housing	405,563	0
Police Car Computers	146,417	712,250
<b>2019B Bond Issue</b>		
Low Income Housing	58,750	0
<b>2020A Bond Issue</b>		
Criminal Justice IT (Municipal Court IT)		309,000
<b>General Fund Total</b>	<b>14,124,311</b>	<b>13,519,078</b>

### Information Technology Fund

<b>2013A Bond Issue</b>		
Data Center	283,250	286,200
<b>2014 Bond Issue</b>		
Data Center Long	873,650	874,275
Data Center Short	3,669,500	
IT Computing Architecture	199,875	
IT Enterprise	435,625	
<b>2015A Bond Issue</b>		
Data Center Short	1,056,250	1,060,875
IT Enterprise	242,375	240,875
IT Service Tools	511,875	512,500
<b>2016A Bond Issue</b>		
Data Center Long	224,875	222,000
<b>2017 Bond Issue</b>		

## Debt Service

	2019 Adopted	2020 Proposed
Sea Muni Twr TI	526,750	524,750
<b>2019X Bond Issue</b>		
IT Computing Architecture	50,444	246,500
IT Data Telephone	118,559	574,875
SMT Remodel - IT	54,075	262,250
<b>2020X Bond Issue</b>		
IT Computing Architecture		33,990
IT Data Telephone		224,798
SMT Remodel - IT		30,900
<b>Information Technology Fund Total</b>	<b>8,247,103</b>	<b>5,094,788</b>
<b>Library Fund</b>		
<b>2012 Bond Issue</b>		
Library Garage	401,500	397,250
<b>Library Fund Total</b>	<b>401,500</b>	<b>397,250</b>
<b>Parks &amp; Recreation Fund</b>		
<b>2010A BAB Issue</b>		
Golf	73,402	71,759
<b>2010B Bond Issue</b>		
Interbay Golf Facilities	386,400	389,400
Westbridge	120,000	120,000
<b>2011 Bond Issue</b>		
Golf	160,925	160,825
<b>2012 Bond Issue</b>		
Aquarium Pier 59 Entry	169,000	168,000
Golf	286,650	283,900
Magnuson Bldg 30	314,750	313,000
<b>2013A Bond Issue</b>		
Golf	120,413	118,313
<b>2013B Bond Issue</b>		
Magnuson Bldg 11	546,918	544,918
Magnuson Bldg 30	489,700	488,425
<b>2014 Bond Issue</b>		
Golf	373,238	373,238
<b>2015A Bond Issue</b>		
Golf	136,425	133,175
<b>Parks &amp; Recreation Fund Total</b>	<b>3,177,820</b>	<b>3,164,952</b>
<b>Seattle Center Fund</b>		
<b>2012 Bond Issue</b>		
McCaw Hall (long)	121,000	116,250
<b>Seattle Center Fund Total</b>	<b>121,000</b>	<b>116,250</b>
<b>SPU Drainage &amp; Wastewater Fund</b>		
<b>2010B Bond Issue</b>		
Park 90/5 - 2001	10,910	11,030
Training Facilities	20,203	20,439



## Debt Service

	2019 Adopted	2020 Proposed
<b>2012 Bond Issue</b>		
Joint Training Facility	7,600	7,300
<b>2013B Bond Issue</b>		
Park 90/5 Police Support Acquisition	23,475	22,310
<b>2015A Bond Issue</b>		
Seattle Municipal Tower & Police Support	11,515	11,515
<b>2016A Bond Issue</b>		
Park 90/5 Earthquake Repair	29,419	29,584
<b>SPU Drainage &amp; Wastewater Fund Total</b>	<b>103,121</b>	<b>102,178</b>

### SPU Solid Waste Fund

<b>2010B Bond Issue</b>		
Park 90/5 - 2001	6,000	6,066
Training Facilities	11,112	11,241
<b>2012 Bond Issue</b>		
Joint Training Facility	3,850	3,700
<b>2013B Bond Issue</b>		
Park 90/5 Police Support Acquisition	15,650	14,874
<b>2015A Bond Issue</b>		
Seattle Municipal Tower & Police Support	6,909	6,909
<b>2016A Bond Issue</b>		
Park 90/5 Earthquake Repair	19,613	19,723
<b>SPU Solid Waste Fund Total</b>	<b>63,133</b>	<b>62,513</b>

### SPU Water Fund

<b>2010B Bond Issue</b>		
Park 90/5 - 2001	19,455	19,669
Training Facilities	36,028	36,450
<b>2012 Bond Issue</b>		
Joint Training Facility	13,850	13,300
<b>2013B Bond Issue</b>		
Park 90/5 Police Support Acquisition	39,125	37,184
<b>2015A Bond Issue</b>		
Seattle Municipal Tower & Police Support	23,030	23,030
<b>2016A Bond Issue</b>		
Park 90/5 Earthquake Repair	49,031	49,306
<b>SPU Water Fund Total</b>	<b>180,520</b>	<b>178,939</b>

### Transportation Fund

<b>2008 Bond Issue</b>
Arterial Asphalt and Concrete (from 2008 Mercer) (BTG)
Bridge Rehab (BTG)
Bridge Rehab (REET I)
Bridge Seismic (BTG)
King Street Station (BTG)
Lander St (BTG)
Mercer (BTG) (Orig Project)

# Debt Service

	2019 Adopted	2020 Proposed
Spokane (BTG)		
<b>2009 Bond Issue</b>		
Bridge Rehab (BTG)	645,750	
Bridge Rehab (REET I)		
King Street Station (BTG)	82,000	
Spokane (BTG)	1,855,250	
Spokane (BTG) (Redirected from Jail)	134,531	
<b>2010A BAB Issue</b>		
Alaskan Way Tunnel / Seawall		
Alaskan Way Tunnel / Seawall (REET)		
Bridge Rehab (BTG)	2,023,967	
Bridge Rehab (Gas Tax)		2,358,762
Bridge Rehab (CPT 10%)	425,000	
Bridge Rehab (Gas Tax)		425,000
Bridge Seismic (BTG)	976,819	1,111,795
King Street Station (BTG)	43,339	47,445
Mercer (BTG) (Orig Proj)		
Mercer West (BTG)	722,244	822,448
Mercer West (BTG) (from 2010A BABS Mercer)	248,054	282,972
Spokane (BTG)	546,273	620,069
<b>2011 Bond Issue</b>		
23rd Ave (Rdcd for MW (BTG) (from 2011 Spokane))	399,223	399,294
AAC Northgate (BTG) (from 2011 Spokane)	322,240	
AAC Northgate (Gas Tax) (from 2011 Spokane)		322,298
Arterial Asphalt & Concrete (from 2011 Spokane (BTG))	31,918	31,924
Arterial Asphalt & Concrete (from Linden (BTG) (from 2011 Spokane))	19,077	19,080
AWV - Parking/Prgm Mgt (CPT-2.5%)	280,325	278,225
Bridge Rehab (BTG)	116,499	117,255
Bridge Rehab (BTG) (from 2011 Spokane)	145,008	
Bridge Rehab (Gas Tax) (from 2011 Spokane)		145,034
Bridge Rehab (REET I)		
Bridge Rehab (REET I) (from 2011 Spokane)		
Bridge Seismic (BTG)	139,419	
Bridge Seismic (Gas Tax)		140,506
Bridge Seismic (BTG) (from 2011 Bridge Rehab)	415,028	
Bridge Seismic (Gas Tax) (from 2011 Bridge Rehab)		417,721
Bridge Seismic (BTG) (from 2011 Spokane)	177,232	
Bridge Seismic (Gas Tax) (from 2011 Spokane)		177,264
Chesiahud (BTG) (from 2011 Spokane)	80,560	80,574
King Street Station (BTG)	288,244	285,294
Linden (BTG) (Rdcd for AA - from 2011 Spokane)	109,819	109,839
Mercer West (CPT)	579,069	582,944
Mercer West (CPT) (from 2011 Bridge Rehab - BTG)	196,592	197,868
Mercer West (CPT) (from 2011 Spokane)	145,008	145,034
Mercer West (from 23rd (BTG) (from 2011 Spokane))	19,689	19,692
Seawall (CPT)	890,900	886,225
Sidewalks (BTG) (from 2011 Spokane)	80,560	80,574
Spokane (Rdcd for AAC (BTG) (Orig Proj))	80,866	80,881

## Debt Service

	2019 Adopted	2020 Proposed
<b>2012 Bond Issue</b>		
AWV - Parking/Prgm Mgt (CPT-2.5%)	322,500	324,250
Linden (BTG)	410,350	411,850
Mercer West (CPT) (from 2012 Mercer)	333,400	334,400
Seawall (CPT)	185,700	185,700
<b>2015A Bond Issue</b>		
Alaskan Way Corridor (CPT-2.5%)	278,600	281,850
Arterial Asphalt and Concrete (from 2008 Mercer) (BTG)	497,750	
Arterial Asphalt and Concrete (from 2008 Mercer) (Gas Tax)		545,000
Bridge Rehab (BTG)	281,875	
Bridge Rehab (Gas Tax)		282,875
Bridge Rehab (CPT10%)	342,750	
Bridge Rehab (Gas Tax)		344,500
Bridge Seismic (BTG)	112,250	
Bridge Seismic (Gas Tax)		108,750
CWF Overlook (CPT-2.5%)	94,425	92,175
King Street Station (BTG)	233,875	236,375
Lander St (BTG)	340,125	
Lander St (Gas Tax)		374,625
Mercer (BTG) (Orig Project)	4,784,625	5,241,000
Mercer (from zoo bonds) (BTG)	1,122,125	1,119,500
Spokane (BTG)	1,122,875	1,236,500
<b>2016A Bond Issue</b>		
23rd Ave Corridor (CPT-10%)	508,125	
23rd Ave Corridor (Gas Tax)		506,125
Alaskan Way Corridor (CPT-2.5%)	877,425	589,157
Bridge Rehab (BTG)	362,500	
Bridge Rehab (Gas Tax)		967,000
Habitat Beach (Repurpose Main Corr)		223,625
King Street Station (BTG)	41,250	119,250
Parking Pay Stations (CPT-10%)	368,588	
S. Lander St. Grade Separation (Repurpose from AK Corr)		63,893
Parking Pay Stations (CPT-10%)		
Seawall (CPT-2.5%)	539,750	537,000
Spokane (BTG)	285,500	2,050,250
Spokane (BTG) (Redirected from Jail)	125,900	257,525
Transit Corridor	63,600	62,100
<b>2017 Bond Issue</b>		
23rd Ave Corridor (CPT-10%)	64,192	65,815
Alaskan Way Corridor (CPT-2.5%)	395,800	128,081
Alaskan Way Corridor - Habitat beach		204,841
Alaskan Way Corridor – from Lander		66,536
Bridge Rehab (CPT-10%)	156,465	157,703
City Center Streetcar (CPT-10%)	311,750	315,250
Habitat Beach (CPT-10%) (Repurpose from 23rd Ave in 2018)	44,608	40,968

## Debt Service

	2019 Adopted	2020 Proposed
Northgate Bridge and Cycle Track (CPT-10%) (Repurpose from Bridge Rehab)	170,373	171,721
Habitat Beach (Repurpose from Bridge Rehab in 2018)	20,862	
S. Lander St. Grade Separation (Repurpose AC Corridor)		202,933
Seawall LTGO (CPT-10%)	1,446,873	1,448,653
Habitat Beach	178,827	
<b>2017B Bond Issue</b>		
CWF Overlook (CPT-2.5%)	226,263	226,063
<b>2018 Bond Issue</b>		
Alaskan Way Corridor (CPT-2.5%)	474,250	439,860
<b>2018B Bond Issue</b>		
Alaskan Way Corridor (CPT-2.5%)		60,477
CWF Overlook (CPT-2.5%)	234,540	234,940
<b>2019X Bond Issue</b>		
Alaskan Way Corridor (CPT-2.5%)	482,354	929,200
Alaskan Way Viaduct Replacement (Habitat Beach) (CPT-2.5%)	42,681	78,650
Seawall (CPT-2.5%)	146,003	214,450
<b>2019B Bond Issue</b>		
CWF Overlook (CPT-2.5%)	40,556	65,107
<b>2020X Bond Issue</b>		
Alaskan Way Corridor (CPT-2.5%)		569,951
CWF Overlook (CPT-2.5%)		79,954
<b>Transportation Fund Total</b>	<b>29,867,762</b>	<b>32,3827,441</b>
<b>Low-Income Housing Fund</b>		
<b>2020B Bond Issue (Taxable)</b>		
Low Income Housing (local Option)		834,300
<b>Low-Income Housing Fund Total</b>		<b>834,300</b>
<b>Short-Term Rental Fund</b>		
<b>2018B Bond Issue</b>		
Low Income Housing (local Option)		1,355,468
<b>2019B Bond Issue</b>		
Low Income Housing (local Option)		650,952
<b>Short-Term Rental Fund Total</b>		<b>2,006,419</b>
<b>Grand Total</b>	<b>100,924,835</b>	<b>97,533,793</b>

## Glossary

**Appropriation:** A legal authorization granted by the City Council, the City's legislative authority, to make expenditures and incur obligations for specific purposes.

**Biennial Budget:** A budget covering a two-year period. Under state law, a biennium begins with an odd-numbered year.

**Budget - Adopted and Proposed:** The Mayor submits to the City Council a recommended expenditure and revenue level for all City operations for the coming fiscal year as the Proposed Budget. When the City Council agrees upon the revenue and expenditure levels, the Proposed Budget becomes the Adopted Budget, funds are appropriated, and legal expenditure limits are established.

**Budget - Endorsed:** The City of Seattle implements biennial budgeting through the sequential adoption of two one-year budgets. When adopting the budget for the first year of the biennium, the Council endorses a budget for the second year. The Endorsed Budget is the basis for a Proposed Budget for the second year of the biennium, and is reviewed and adopted in the fall of the first year of the biennium.

**Budget Control Level:** The level at which expenditures are controlled to meet State and City budget law provisions.

**Capital Improvement Program (CIP):** Annual appropriations from specific funding sources are shown in the City's budget for certain capital purposes such as street improvements, building construction, and some kinds of facility maintenance. These appropriations are supported by a six-year allocation plan detailing all projects, fund sources, and expenditure amounts, including many multi-year projects that require funding beyond the one-year period of the annual budget. The allocation plan covers a six-year period and is produced as a separate document from the budget document.

**Chart of Accounts:** A list of expenditure, revenue, and other accounts describing and categorizing financial transactions.

**Community Development Block Grant (CDBG):** A U.S. Department of Housing and Urban Development (HUD) annual grant to Seattle and other local governments to support economic development projects, human services, low-income housing, and services in low-income neighborhoods.

**Comprehensive Annual Financial Report of the City (CAFR):** The City's annual financial statement prepared by the Department of Finance & Administration.

**Cost Allocation:** Distribution of costs based on some proxy for costs incurred or benefits received.

**Cumulative Reserve Subfund (CRS):** A significant source of ongoing local funding to support capital projects in general government departments. The CRS consists of two accounts: the Capital Projects Account and the Revenue Stabilization Account. The Capital Projects Account has six subaccounts: REET I, REET II, Unrestricted, South Lake Union Property Proceeds, Asset Preservation Subaccount - Fleets and Facilities, and the Street Vacation Subaccount. The Real Estate Excise Tax (REET) is levied on all sales of real estate, with the first .25% of the locally imposed tax going to REET I and the second .25% to REET II. State law specifies how each REET can be spent.

**Debt Service:** Annual principal and interest payments the City owes on money it has borrowed.

**Errata:** Adjustments, corrections, and new information sent by departments through the City Budget Office to the City Council during the Council's budget review as an adjunct to the Mayor's Proposed Budget. The purpose is to adjust the Proposed Budget to reflect information not available upon submittal and to correct inadvertent errors.

# Glossary

**Full-Time Equivalent (FTE):** A term expressing the amount of time for which a position has been budgeted in relation to the amount of time a regular, full-time employee normally works in a year. Most full-time employees (1.00 FTE) are paid for 2,088 hours in a year (or 2,096 in a leap year). A position budgeted to work half-time for a full year, or full-time for only six months, is 0.50 FTE.

**Fund:** An accounting entity with a set of self-balancing revenue and expenditure accounts used to record the financial affairs of a governmental organization.

**Fund Balance:** The difference between the assets and liabilities of a particular fund. This incorporates the accumulated difference between the revenues and expenditures each year.

**General Fund:** A central fund into which most of the City's general tax revenues and discretionary resources are pooled, and which is allocated to support many of the operations of City government. Beginning with the 1997 Adopted Budget, the General Fund was restructured to encompass a number of subfunds, including the General Fund Subfund (comparable to the "General Fund" in prior years) and other subfunds designated for a variety of specific purposes. These subfunds are listed and explained in more detail in department chapters, as well as in the Funds, Subfunds, and Other section of the budget document.

**Grant-Funded Position:** A position funded 50% or more by a categorical grant to carry out a specific project or goal. Seattle Municipal Code 4.04.030 specifies that "categorical grant" does not include Community Development Block Grant funds, nor any funds provided under a statutory entitlement or distribution on the basis of a fixed formula including, but not limited to, relative population.

**Neighborhood Matching Subfund (NMF):** A fund supporting partnerships between the City and neighborhood groups to produce neighborhood-initiated planning, organizing, and improvement projects. The City provides a cash match to the community's contribution of volunteer labor, materials, professional services, or cash. The NMF is administered by the Department of Neighborhoods.

**Operating Budget:** That portion of a budget dealing with recurring expenditures such as salaries, electric bills, postage, printing, paper supplies, and gasoline.

**Position/Pocket Number:** A term referring to the title and unique position identification number assigned to each position authorized by the City Council through the budget or other ordinances. Positions may have a common title name, but each position has its own unique identification number assigned by the Records Information Management Unit of the Seattle Department of Human Resources at the time position authority is approved by the City Council. Only one person at a time can fill a regularly budgeted position. An exception is in the case of job-sharing, where two people work part-time in one full-time position.

**Program:** A group of services within a department, aligned by common purpose.

**Reclassification Request:** A request to change the job title or classification for an existing position. Reclassifications are subject to review and approval by the Classification/Compensation Unit of the Seattle Department of Human Resources and are implemented upon the signature of the Director of Human Resources, as long as position authority has been established by ordinance.

**Reorganization:** Reorganization refers to changes in the budget and reporting structure within departments.

**SUMMIT:** The City's central accounting system managed by the Department of Finance & Administration.

**Sunsetting Position:** A position funded for only a specified length of time by the budget or enabling ordinance.

**TES (Temporary Employment Service):** A program managed by the Seattle Department of Human Resources. TES places temporary workers in departments for purposes of filling unanticipated, short-term staffing needs, such as vacation coverage, positions vacant until a regularly-appointed hire is made, and special projects.

**Type of Position:** There are two types of budgeted positions. They are identified by one of the following characters: **F** for **Full-Time** or **P** for **Part-Time**.

# Glossary

- **Regular Full-Time** is defined as a position budgeted for 2,088 compensated hours per year, 40 hours per week, 80 hours per pay period, and is also known as one full-time equivalent (FTE).
- **Regular Part-Time** is defined as a position designated as part time, and requiring an average of 20 hours or more, but less than 40 hours of work per week during the year. This equates to an FTE value of at least 0.50 and no more than 0.99.





# SUPPLEMENT TO 2020 PROPOSED BUDGET BOOK

## Transportation Network Company (TNC) Tax

### Overview

On September 19, 2019, Mayor Jenny A. Durkan announced a proposed tax on rides with Transportation Network Companies (TNCs) that originate in the City of Seattle. Proceeds from the tax, scheduled to go into effect on July 1, 2020, will be used to fund a variety of investments in affordable housing, transportation including transit, and a series of measures designed to support TNC drivers.

Due to the timing of the Mayor's proposal, the 2020 revenue and appropriations associated with the tax are not reflected elsewhere in the budget book. Legislation submitted with the 2020 Proposed Budget enacts the tax, adopts a spending plan for the proceeds, appropriates 2020 expenditures based on anticipated revenues, and enacts driver protections. The financial impacts are summarized below.

### Revenue

If the TNC tax goes into effect on July 1, 2020 as planned, it is estimated to generate \$9,655,485 of General Fund revenue in the half-year of collection in 2020. Estimates for future years are found in the chart below.

Year	2020 (half-year)	2021	2022	2023	2024	2025
Est. Revenue	\$9,655,485	\$21,657,592	\$23,853,906	\$25,077,977	\$25,987,479	\$26,929,217

Revised General Fund Revenue tables are found on the following pages.

### Appropriations

Before the tax is implemented, the Department of Finance and Administrative Services (FAS) will work to set up the accounting and tax infrastructure necessary to implement and enforce the tax beginning July 1, 2020. The department will receive \$1,546,000 in appropriations to do this work.

The remainder of the 2020 funds (\$8,109,485) are appropriated into Finance General, which is a mechanism to hold appropriations temporarily. It is anticipated that those funds will be moved from Finance General into the Seattle Department of Transportation, Office of Housing, Office of Labor Standards, and Department of Finance and Administrative Services in the first half of 2020.

### 2020 – Revenues and Appropriations

**\$9,655,485 – Revenue to General Fund (00100) – Finance General**

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**\$1,546,000 – Appropriations to Department of Finance and Administrative Services**

**\$1,365,370 to General Fund (00100) – City Finance Budget Summary Level (BO-FA-CITYFINANCE)**

**\$180,630 to General Fund (00100) – Regulatory Compliance and Consumer Protection BSL (BO-FA-RCCP)**

**\$8,109,485 – Appropriations to Finance General**

**General Fund (00100) – Reserves Budget Summary Level (BO-FG-2QD00)**

# SUPPLEMENT TO 2020 PROPOSED BUDGET BOOK

## Description of Incremental Budget Changes

### FAS Resource Needs for the Transportation Network Company (TNC) Tax

Expenditures	\$1,546,000
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On September 19, 2019, Mayor Jenny A. Durkan announced a proposed tax on rides with Transportation Network Companies (TNCs) that originate in the City of Seattle. Proceeds from the tax, scheduled to go into effect on July 1, 2020, will be used to fund a variety of investments in affordable housing, transportation including transit, and a series of measures designed to support TNC drivers. This item appropriates \$1,546,000 to FAS to implement the tax. The revenue supporting this add is recognized in Finance General.

### Transportation Network Company Tax Reserve

Expenditures	\$8,109,485
Revenues	\$9,655,485

On September 19, 2019, Mayor Jenny A. Durkan announced a proposed tax on rides with Transportation Network Companies (TNCs) that originate in the City of Seattle. Proceeds from the tax, scheduled to go into effect on July 1, 2020, will be used to fund a variety of investments in affordable housing, transportation including transit, and a series of measures designed to support TNC drivers. This item recognizes the anticipated 2020 revenue of \$9,655,485 to Finance General and creates a reserve of \$8,109,485 for those investments. The remaining \$1,546,000 is appropriated to the Department of Finance and Administrative Services to implement the tax.

**Figure 10. Revised General Fund Revenue, 2018 – 2020\***  
(in thousands of dollars)

<b>Account Code</b>	<b>Revenue</b>	<b>2018 Actuals</b>	<b>2019 Adopted</b>	<b>2019 Revised</b>	<b>2020 Endorsed</b>	<b>2020 Proposed</b>
311010	Property Tax	260,616	267,942	268,207	278,238	278,786
311010	Property Tax-Medic One Levy	50,711	52,187	52,495	71,212	67,100
313010	Retail Sales Tax	254,492	262,806	266,195	268,078	272,162
313030	Use Tax - Brokered Natural Gas	1,407	1,479	1,485	1,516	1,358
313040	Retail Sales Tax - Criminal Justice	21,783	22,289	23,220	22,736	24,103
316010	Business & Occupation Tax (100%)	274,774	285,467	289,660	295,092	296,939
316020	Admission Tax	11,616	11,302	11,585	11,661	11,691
316070	Utilities Business Tax - Natural Gas (100%)	8,739	11,789	10,929	12,114	11,310
316080	Utilities Business Tax - Solid Waste (100%)	1,829	1,650	1,650	1,800	1,800
316100	Utilities Business Tax - Cable Television (100%)	16,287	16,131	15,498	15,630	14,739
316110	Utilities Business Tax - Telephone (100%)	20,048	20,133	18,897	19,482	18,419
316120	Utilities Business Tax - Steam (100%)	1,086	1,350	1,276	1,390	1,281
316180	Tonnage Tax (100%)	6,385	6,439	6,439	6,634	6,634
317040	Leasehold Excise Tax	5,932	5,250	5,500	5,250	5,500
317060	Gambling Tax	551	425	500	425	475
317090	Short-term Rental Tax	-	10,500	10,500	10,500	-
318100	Sweetened Beverage Tax	22,254	21,386	23,970	21,921	-
335030	Pleasure Boat Tax	131	125	125	125	125
360900	Transportation Network Company Tax	-	-	-	-	9,655
	<b>Total External Taxes</b>	<b>958,640</b>	<b>998,651</b>	<b>1,008,131</b>	<b>1,043,804</b>	<b>1,022,078</b>
316130	Utilities Business Tax - City Light (100%)	54,293	58,010	57,446	60,148	61,150
316140	Utilities Business Tax - City Water (100%)	33,784	33,925	34,500	35,043	34,936
316150	Utilities Business Tax - Drainage/Waste Water (100%)	49,963	51,115	50,876	55,420	55,420

\* In the past, 10% of certain tax and fee revenues were shown as revenue to the Parks and Recreation Fund and 90% as General Fund. As of 2009, 100% of these revenues (depicted as "100%" in the table) are deposited into the General Fund. General Fund support to the Department of Parks and Recreation is well above the value of 10% of these revenues.

Account Code	Revenue	2018 Actuals	2019 Adopted	2019 Revised	2020 Endorsed	2020 Proposed
316160	Utilities Business Tax - City SWU (100%)	21,028	20,622	20,622	21,502	21,502
	<b>Total Interfund Taxes</b>	<b>159,068</b>	<b>163,672</b>	<b>163,444</b>	<b>172,113</b>	<b>173,008</b>
321010	Professional & Occupational Licenses (100%)	6,134	5,600	5,600	5,964	5,964
321100	Business License Fees (100%)	17,314	17,439	18,163	17,857	18,599
321900	Marijuana License Fees	248	-	548	-	548
322030	Fire Permits & Fees	7,147	7,406	7,775	7,234	7,369
322040	Street Use Permits	960	2,225	2,725	2,175	2,260
322170	Vehicle Overload Permits	264	280	280	260	260
322200	Other Licenses, Permits & Fees	1,514	1,147	1,132	1,147	1,132
322260	Meter Hood Service	4,691	3,985	4,250	3,585	4,500
322900	Other Non Business Licenses	1,256	1,373	1,302	1,371	1,300
	<b>Total Licenses</b>	<b>39,528</b>	<b>39,454</b>	<b>41,775</b>	<b>39,593</b>	<b>41,932</b>
331110	Federal Grants - Other	7,558	188	-	188	1,559
331110	Federal Grants - CDBG	55	2,459	2,459	1,934	2,194
333000	Federal Indirect Grants - Other	4,346	-	-	-	1,012
334010	State Grants - Other	5,275	3,924	4,522	3,928	4,450
	<b>Total Federal and State Grants</b>	<b>17,235</b>	<b>6,572</b>	<b>6,982</b>	<b>6,051</b>	<b>9,214</b>
335010	Marijuana Excise Tax	1,854	1,500	1,500	1,500	1,500
335060	Trial Court Improvement Account	154	165	165	165	165
335070	Criminal Justice Assistance	3,939	3,715	3,715	3,715	3,715
335140	Liquor Excise Tax	3,681	3,650	3,650	3,750	3,750
335150	Liquor Board Profits	5,914	5,950	5,950	5,950	5,950
	<b>Total State Entitlements/Impact Programs</b>	<b>15,541</b>	<b>14,980</b>	<b>14,980</b>	<b>15,080</b>	<b>15,080</b>
337010	Interlocal Agreement	4,205	-	25	-	-
341060	Copy Charges	58	76	55	76	55
341180	Legal Services	2,136	15	657	15	1,434
341190	Automated Fingerprint Information System (AFIS)	3,926	4,504	3,926	4,504	3,926
341190	Fire Special Events Services	1,767	1,320	1,548	1,303	1,530

Account Code	Revenue	2018 Actuals	2019 Adopted	2019 Revised	2020 Endorsed	2020 Proposed
341190	Personnel Services	1,103	1,103	1,330	1,092	1,330
341220	Animal Shelter Licenses & Fees	2,281	2,400	2,482	2,375	2,532
341220	Other Service Charges - General Government	683	1,028	746	1,093	766
341220	Vehicle Towing Revenues	-	650	650	650	650
342010	Law Enforcement Services	9,736	6,951	8,460	6,986	7,201
342050	Adult Probation and Parole (100%)	270	300	300	300	300
342120	E-911 Reimbursements & Cellular Tax Revenue	2,204	3,489	2,114	3,497	3,531
342160	Emergency Alarm Fees	2,823	-	100	-	100
	<b>Total External Service Charges</b>	<b>31,190</b>	<b>21,836</b>	<b>22,392</b>	<b>21,891</b>	<b>23,356</b>
342040	Court Fines (100%)	26,663	25,864	27,030	25,793	27,127
350080	Municipal Court Cost Recoveries (100%)	202	300	300	300	300
	<b>Total Court Fines</b>	<b>26,865</b>	<b>26,164</b>	<b>27,330</b>	<b>26,093</b>	<b>27,427</b>
360010	Interest on Investments	5,365	8,607	6,295	9,362	6,765
360130	Other Interest Earnings	924	250	450	250	450
360290	Parking Meters	39,013	41,133	39,119	41,014	39,019
360900	Other Miscellaneous Revenue	12,933	4,732	2,802	4,813	69,627
	<b>Total Miscellaneous Revenues</b>	<b>58,235</b>	<b>54,722</b>	<b>48,666</b>	<b>55,439</b>	<b>115,861</b>
341900	Interfund Revenue to City Budget Office	1,826	1,883	1,883	1,874	1,874
341900	Interfund Revenue to HR	9,083	17,039	18,004	17,307	22,304
341900	Miscellaneous Interfund Revenue	20,811	24,034	24,034	23,870	23,870
	<b>Total Interfund Charges</b>	<b>31,720</b>	<b>42,956</b>	<b>43,921</b>	<b>43,051</b>	<b>48,048</b>
341900	Transfer from - Utilities for Council Oversight	564	600	600	600	600
397010	Transfer from - Other Fund	5,844	18,845	19,335	3,762	2,334
	<b>Total Operating Transfers</b>	<b>6,408</b>	<b>19,445</b>	<b>19,935</b>	<b>4,362</b>	<b>2,934</b>
	<b>Total General Fund</b>	<b>1,344,430</b>	<b>1,388,452</b>	<b>1,397,555</b>	<b>1,427,476</b>	<b>1,478,937</b>