

# Cable Television Franchise Subfund

## Department Description

The City of Seattle entered into cable franchise agreements beginning in 1996 that included a new franchise fee as compensation for cable television providers locating in the public right-of-way. The Cable Television Franchise Subfund (created by Ordinance 118196) shows the anticipated revenues from the franchise fee and related expenditures in the Department of Information Technology (DOIT). Resolution 30379 establishes usage policies for the Fund, defined as funding for the Office of Cable Communications, including administration of the Cable Customer Bill of Rights and the Public, Education, and Government Access costs the City is obligated to fund under the terms of its cable franchise agreements; support for the City's government access TV channel(s), including both operations and capital equipment; programs and projects promoting citizen technology literacy and access, including related research, analysis and evaluation; and use of innovative and interactive technology, including the Internet and TV, to provide means for citizens to access City services.

## Proposed Policy and Program Changes

In the 2006 Proposed Budget, \$60,000 in funding is restored to the Bill Wright Technology Matching Fund. This fund was established in 1997 and provides grants to community-based organizations to help fund a wide range of citizen-driven information technology literacy and access projects. Community organizations match the City's contribution with volunteer labor, cash and donated goods and services.

The 2006 Proposed Budget also appropriates the estimated remaining balance in the Community Television Account within the Cable Television Subfund, originally established with grant funds from cable television providers. The remainder of this grant will be used to contract with the Seattle Community Access Network (SCAN) to support continued public access television programming.

## Cable TV

<b>Appropriations</b>	<b>Summit Code</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
<b>Cable Fee Support to Information Technology Fund Budget Control Level</b>					
Cable Communications		1,100,735	1,242,162	520,075	784,075
Community Technology		479,892	768,968	670,466	730,466
Technology Infrastructure		0	211,613	211,613	211,613
TV Seattle/Democracy Portal		1,542,636	1,904,236	1,773,958	1,773,958
Web Site Support		79,464	829,867	680,030	680,030
<b>Cable Fee Support to Information Technology Fund Budget Control Level</b>	<b>D160B</b>	<b>3,202,727</b>	<b>4,956,846</b>	<b>3,856,142</b>	<b>4,180,142</b>
<b>Cable Fee Support to Library Fund Budget Control Level</b>	<b>D160B-TBD</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>
<b>Department Total</b>		<b>3,252,727</b>	<b>5,006,846</b>	<b>3,906,142</b>	<b>4,230,142</b>
<b>Resources</b>		<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Other		3,252,727	5,006,846	3,906,142	4,230,142
<b>Department Total</b>		<b>3,252,727</b>	<b>5,006,846</b>	<b>3,906,142</b>	<b>4,230,142</b>

## Cable TV

### 2006 Estimated Revenues for the Cable Television Franchise Subfund

Summit Code	Source	2004 Actuals	2005 Adopted	2006 Endorsed	2006 Proposed
421911	Franchise Fee Revenues	2,484,775	3,846,597	3,923,529	4,115,988
461110	Interest	31,833	0	0	0
469990	Deferred Revenue	600,000	500,000	0	0
	<b>Total Revenues</b>	<b>3,116,608</b>	<b>4,346,597</b>	<b>3,923,529</b>	<b>4,115,988</b>
379100	Use of (Contribution to) Fund Balance	136,119	660,249	(17,387)	114,154
	<b>Total Resources</b>	<b>3,252,727</b>	<b>5,006,846</b>	<b>3,906,142</b>	<b>4,230,142</b>

**Cable Television Franchise Subfund**

	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2005 Revised</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
<b>Beginning Fund Balance</b>	<b>1,601,497</b>	<b>1,503,549</b>	<b>1,465,378</b>	<b>993,814</b>	<b>993,814</b>
Plus: Actual and Estimated Revenue	3,116,608	4,346,597	4,535,282	3,923,529	4,115,988
Less: Actual and Budgeted Expenditures	3,252,727	5,006,846	5,006,846	3,906,142	4,230,142
<b>Ending Fund Balance</b>	<b>1,465,378</b>	<b>843,300</b>	<b>993,814</b>	<b>1,011,201</b>	<b>879,660</b>
Reserves Against Fund Balance	487,909	701,684	751,027	635,921	634,521
<b>Total Reserves</b>	<b>487,909</b>	<b>701,684</b>	<b>751,027</b>	<b>635,921</b>	<b>634,521</b>
<b>Ending Unreserved Fund Balance</b>	<b>977,469</b>	<b>141,616</b>	<b>242,787</b>	<b>375,280</b>	<b>245,139</b>

# Office of City Auditor

## Susan Cohen, City Auditor

### Contact Information

Department Information Line: (206) 233-3801

City of Seattle General Information: (206) 684-2489 TTY: (206) 615-0476

On the Web at: <http://www.seattle.gov/audit/>

### Department Description

The City Auditor is Seattle's independent internal auditor established by the City Charter. The City Auditor is appointed by the chair of the City Council's Finance Committee and confirmed by the full Council to a six-year term of office.

The Office of City Auditor assists the City in achieving honest, efficient management, and full accountability throughout City government. It serves the public interest by providing the Mayor, City Council, and City managers with accurate information, unbiased analyses, and objective recommendations on how best to use public resources in support of Seattle's citizens.

The Office of City Auditor conducts financial audits, performance audits, management audits, and compliance audits of City programs, agencies, grantees, and contracts. Many of the Office's audits are performed in response to specific concerns or requests from the Mayor or City Councilmembers. If resources are available, the City Auditor responds to specific requests from City department heads. The City Auditor also independently initiates audits to fulfill the Office's mission.

Through its work, the Office of City Auditor answers the following types of questions:

- Are City programs being carried out in compliance with applicable laws and regulations, and is accurate data furnished to the Mayor and City Council on these programs?
- Do opportunities exist to eliminate inefficient use of public funds and potential waste?
- Are funds being spent legally and is accounting for them accurate?
- Are programs achieving desired results?
- Are there better ways of achieving program objectives at lower costs?
- Are there ways to improve the quality of service without increasing costs?
- What emerging or key issues should the Mayor and City Council consider?

### Proposed Policy and Program Changes

There are no substantive changes from the 2006 Endorsed Budget.

## City Auditor

<b>Appropriations</b>	<b>Summit Code</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Office of City Auditor Budget Control Level	VG000	1,044,038	1,015,714	1,043,050	1,047,845
<b>Department Total</b>		<b>1,044,038</b>	<b>1,015,714</b>	<b>1,043,050</b>	<b>1,047,845</b>
<b>Department Full-time Equivalents Total*</b>		<b>11.00</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

<b>Resources</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
General Subfund	1,044,038	1,015,714	1,043,050	1,047,845
<b>Department Total</b>	<b>1,044,038</b>	<b>1,015,714</b>	<b>1,043,050</b>	<b>1,047,845</b>

**Office of City Auditor Budget Control Level**

**Purpose Statement**

The mission and purpose of the Office of City Auditor are to provide unbiased analyses, accurate information, and objective recommendations to assist the City in using public resources equitably, efficiently, and effectively in the delivery of services to the citizens of Seattle.

**Summary**

There are no substantive changes from the 2006 Endorsed Budget. Citywide adjustments to labor costs increase the budget by \$5,000.

	<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2006</b>
<b>Expenditures/FTE</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Endorsed</b>	<b>Proposed</b>
Office of City Auditor	1,044,038	1,015,714	1,043,050	1,047,845
Full-time Equivalents Total*	11.00	9.00	9.00	9.00

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*





# Seattle Office for Civil Rights

## Germaine Covington, Director

### Contact Information

Department Information Line: (206) 684-4500, TTY: (206) 684-0332

City of Seattle General Information: (206) 684-2489 TTY: (206) 684-4503

On the Web at: <http://www.seattle.gov/civilrights/>

### Department Description

The Seattle Office for Civil Rights (SOCR) works to ensure that everyone in Seattle has equal access to housing, employment, public accommodations, and contracting. SOCR investigates and enforces City, state, and federal anti-discrimination laws, and provides public policy recommendations to the Mayor, City Council, and other City departments. The Office develops and implements policies and programs promoting fairness, equity, and diversity. It also administers the Title VI program of the 1964 Civil Rights Act, and Title II of the Americans with Disabilities Act.

SOCR prevents and remedies discrimination through enforcement, outreach, and education. The Office takes a neutral position in its complaint investigations. Until SOCR finishes an investigation, it reaches no conclusion about the complaint. SOCR encourages a negotiated resolution between parties whenever possible.

SOCR also develops anti-discrimination programs and policies, and enhances awareness through free education and outreach to businesses, community groups, and the general public. In 2004, the Office started work on the Mayor's Race and Social Justice Initiative (RSJI), an initiative designed to transform workplace policies, practices and procedures in order to mitigate the impact of race on the delivery of City services. The Office works closely with immigrants, people of color, women, sexual minorities, and people with disabilities and their advocates to inform them of their rights under the law. The Office publishes a wide array of printed materials, many translated into 10 different languages.

SOCR keeps civil rights issues before the public through articles in the local media, sponsorship of events such as Seattle Human Rights Day, and coordination of anti-racism projects such as "CityTalks!/CityActs! About Race." As part of a broad race and social justice movement, SOCR challenges Seattle to eliminate discrimination in all its forms. SOCR staffs three volunteer commissions, the Human Rights, Women's, and Sexual Minorities Commissions, that advise the Mayor and City Council on relevant issues.

### Proposed Policy and Program Changes

The 2006 Proposed Budget increases funding for the Race and Social Justice Initiative.

## Civil Rights

<b>Appropriations</b>	<b>Summit Code</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Civil Rights Budget Control Level	X1R00	1,793,527	1,729,302	1,742,757	1,821,272
<b>Department Total</b>		<b>1,793,527</b>	<b>1,729,302</b>	<b>1,742,757</b>	<b>1,821,272</b>
<b>Department Full-time Equivalents Total*</b>		<b>21.50</b>	<b>22.50</b>	<b>22.50</b>	<b>22.50</b>

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

<b>Resources</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
General Subfund	1,793,527	1,729,302	1,742,757	1,821,272
<b>Department Total</b>	<b>1,793,527</b>	<b>1,729,302</b>	<b>1,742,757</b>	<b>1,821,272</b>

## Civil Rights Budget Control Level

### Purpose Statement

The purpose of the Civil Rights Budget Control Level is to work toward eliminating discrimination in employment, housing, public accommodations, and contracting in the City of Seattle through enforcement, and policy and outreach activities. The Office seeks to encourage and promote equal access and opportunity, diverse participation, and social and economic equity.

### Summary

Increase General Subfund by \$75,000 for further implementation of the Race and Social Justice initiative. This includes training for City managers and other City staff on the impact of racism and multiculturalism on our workforce and community, and assessing City policies, practices, programs and services to identify and reform those that cause or sustain institutionalized racism.

Citywide adjustments to labor costs increase the budget by about \$4,000, for a net increase from the 2006 Endorsed Budget to the 2006 Proposed Budget of approximately \$79,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Civil Rights	1,793,527	1,729,302	1,742,757	1,821,272
Full-time Equivalents Total*	21.50	22.50	22.50	22.50

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*



# **Civil Service Commission**

## **Ellis H. Casson, Chair of the Commission**

### **Contact Information**

Department Information Line: (206) 386-1301

City of Seattle General Information: (206) 684-2489 TTY: (206) 615-0476

On the Web at: <http://www.seattle.gov/csc>

### **Department Description**

The Civil Service Commission serves as a quasi-judicial body, providing fair and impartial hearings of alleged violations of the City's personnel system. Employees may file appeals with the Commission regarding all final disciplinary actions and alleged violations of the Personnel Ordinance, as well as its related rules and policies. The Commission may issue orders to remedy violations and may also make recommendations to the Mayor and City Council regarding the administration of the personnel system. In addition, the Commission 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.

### **Proposed Policy and Program Changes**

There are no substantive changes from the 2006 Endorsed Budget.

## Civil Service

<b>Appropriations</b>	<b>Summit Code</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Civil Service Commission Budget Control Level	V1C00	153,894	162,993	167,434	168,173
<b>Department Total</b>		<b>153,894</b>	<b>162,993</b>	<b>167,434</b>	<b>168,173</b>
<b>Department Full-time Equivalents Total*</b>		<b>1.60</b>	<b>1.60</b>	<b>1.60</b>	<b>1.60</b>

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

<b>Resources</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
General Subfund	153,894	162,993	167,434	168,173
<b>Department Total</b>	<b>153,894</b>	<b>162,993</b>	<b>167,434</b>	<b>168,173</b>

**Civil Service Commission Budget Control Level**

**Purpose Statement**

The purpose of the Civil Service Commission Budget Control Level is threefold: 1) to provide employees and departments with a quasi-judicial process wherein they can appeal disciplinary actions and alleged violations of the City Charter, personnel code, or other personnel rules; 2) to submit legislation and recommendations to the Mayor and City Council intended to improve the City's personnel system; and 3) to investigate allegations of political patronage to ensure the City's hiring process conforms to the merit system set forth in the City Charter.

**Summary**

There are no substantive changes from the 2006 Endorsed Budget. Citywide adjustments to labor costs increase the budget by approximately \$700.

	<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2006</b>
<b>Expenditures/FTE</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Endorsed</b>	<b>Proposed</b>
Civil Service Commission	153,894	162,993	167,434	168,173
Full-time Equivalents Total*	1.60	1.60	1.60	1.60

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*





# Employees' Retirement System

## Norman Ruggles, Executive Director

### Contact Information

Department Information Line: (206) 386-1293

City of Seattle General Information: (206) 684-2489 TTY: (206) 615-0476

On the Web at: <http://www.seattle.gov/retirement/>

### Department Description

The 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 10,222 active employee members and 4,927 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. Retirees are given a choice of several payment options. The Retirement System is led by a seven-member Board of Administration, and an Executive Director appointed by the Board.

### Proposed Policy and Program Changes

There are no substantive changes from the 2006 Endorsed Budget.

## Employees' Retirement

<b>Appropriations</b>	<b>Summit Code</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Employees' Retirement Budget Control Level	R1E00	4,973,123	6,955,639	7,506,574	7,508,778
<b>Department Total</b>		<b>4,973,123</b>	<b>6,955,639</b>	<b>7,506,574</b>	<b>7,508,778</b>
<b>Department Full-time Equivalents Total*</b>		<b>13.50</b>	<b>12.50</b>	<b>12.50</b>	<b>12.50</b>
<i>*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.</i>					
<b>Resources</b>		<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Other		4,973,123	6,955,639	7,506,574	7,508,778
<b>Department Total</b>		<b>4,973,123</b>	<b>6,955,639</b>	<b>7,506,574</b>	<b>7,508,778</b>

# Employees' Retirement

## Employees' Retirement Budget Control Level

### Purpose Statement

The purpose of the Employee/Retiree Benefits Management program is to manage and administer retirement assets and benefits.

### Summary

There are no substantive changes from the 2006 Endorsed Budget. Citywide adjustments to labor costs increase the budget by \$2,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Employees' Retirement	4,973,123	6,955,639	7,506,574	7,508,778
Full-time Equivalents Total*	13.50	12.50	12.50	12.50

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*



# Ethics and Elections Commission

## Wayne Barnett, Executive Director

### Contact Information

Department Information Line: (206) 684-8500

City of Seattle General Information: (206) 684-2489 TTY: (206) 615-0476

On the Web at: <http://www.seattle.gov/ethics/>

### Department Description

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 Code of Ethics and Whistleblower Code. SEEC also promotes informed elections through education, training, and enforcement of the City's Elections Code and Election Pamphlet Code.

SEEC conducts ethics training for all City employees on 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.

SEEC issues advisory opinions regarding interpretations of the Code of Ethics and also investigates and rules upon alleged violations of the Code. Thirty years of formal advisory opinions, organized and searchable by topic, are available on SEEC's web site.

Through the Whistleblower Code, SEEC helps to protect an employee's right to report improper governmental action and to be free from possible retaliation as a result of such reporting. SEEC either refers allegations of improper governmental actions to the appropriate agency or investigates those allegations itself.

SEEC fulfills the public's mandate of full campaign disclosure by training every organization required to report contributions and expenditures in proper reporting procedures, auditing every organization that reports, working with those organizations to correct errors, and making all campaign finance information available to the public. Since 1993, SEEC has made summary reports of campaign financing information available to the public. Since 1995, SEEC has published campaign financing information on its web site.

SEEC produces voters' pamphlets for City elections and ballot measures. It makes these pamphlets available in several languages and produces both an audio version and, with King County, a video version. With support of cable franchise fee revenue, SEEC continues to produce the video version of the voters' guide.

### Proposed Policy and Program Changes

There are no substantive changes from the 2006 Endorsed Budget.

## Ethics & Elections

<b>Appropriations</b>	<b>Summit Code</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Ethics and Elections Budget Control Level	V1T00	439,221	547,012	560,682	563,242
<b>Department Total</b>		<b>439,221</b>	<b>547,012</b>	<b>560,682</b>	<b>563,242</b>
<b>Department Full-time Equivalents Total*</b>		<b>5.20</b>	<b>5.20</b>	<b>5.20</b>	<b>5.20</b>

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

<b>Resources</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
General Subfund	439,221	547,012	560,682	563,242
<b>Department Total</b>	<b>439,221</b>	<b>547,012</b>	<b>560,682</b>	<b>563,242</b>

## Ethics and Elections Budget Control Level

### Purpose Statement

The purpose of the Compliance, Training, and Public Information Budget Control Level is threefold: 1) to audit, investigate, and conduct hearings regarding non-compliance with or violations of Commission-administered ordinances; 2) to advise all City officials and employees of their obligations under Commission-administered ordinances; and 3) to publish and broadly distribute information about the City's ethical standards, City election campaigns, and campaign financial disclosure statements.

### Summary

There are no substantive changes from the 2006 Endorsed Budget. Citywide adjustments to labor costs increase the budget by \$3,000.

	<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2006</b>
<b>Expenditures/FTE</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Endorsed</b>	<b>Proposed</b>
Ethics and Elections	439,221	547,012	560,682	563,242
Full-time Equivalents Total*	5.20	5.20	5.20	5.20

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*





# Department of Executive Administration

## Ken Nakatsu, Director

### Contact Information

Department Information Line: (206) 684-0987

City of Seattle General Information: (206) 684-2489 TTY: (206) 615-0476

On the Web at: <http://www.seattle.gov/executiveadministration/>

### Department Description

The Department of Executive Administration (DEA) provides a variety of services to City departments and the public, including Citywide operational responsibilities for accounting, payroll, licensing, revenue collection and processing, animal services, weights and measures, treasury activities, purchasing, construction and consultant contracting, risk management, and the City's financial management and personnel data systems.

### Proposed Policy and Program Changes

DEA will coordinate with Seattle Public Utilities (SPU) to launch a Customer Service Center adjacent to the City Hall lobby by May 2006. The 2006 Proposed Budget provides 2.0 FTE for DEA's staffing of business licensing and cashiering services at the new City Hall Customer Service Center.

In order to increase recovery of delinquent or unreported business and occupation taxes, and to prepare to implement changes in state laws governing the City's ability to tax firms based in Seattle that do a portion of their business outside the City, the 2006 Proposed Budget augments tax auditing and enforcement staff. The ongoing cost increase is expected to be recovered in future years through increased revenue, once the new staff is fully trained. In addition, the 2006 Proposed Budget recognizes the addition of staff to enable DEA to administer licensing of burglar and fire alarm system monitoring companies, as authorized by Ordinance 121883. The position is supported by General Fund revenue from the licensing fees.

Based on the success of a 2005 pilot project, the 2006 Proposed Budget provides dedicated staff to increase pet license compliance. In addition, staffing for enforcement of off-leash restrictions in City parks is restored to pre-2003 levels. The 2006 Proposed Budget also augments staffing at the Seattle Animal Shelter to improve customer services, and to enable the facility to open to the public seven days a week, rather than the current six days a week.

## Executive Administration

<b>Appropriations</b>	<b>Summit Code</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Business Technology Budget Control Level	C8400	9,712,396	8,839,493	8,995,438	9,020,571
Contracting Budget Control Level	C8700	3,350,503	3,023,918	3,050,451	3,058,913
Executive Management Budget Control Level	C8100	1,934,927	2,099,674	2,153,591	2,159,164
Financial Services Budget Control Level	C8200	6,869,396	7,300,760	7,501,069	7,585,308
Revenue and Consumer Affairs Budget Control Level	C8500	3,732,524	3,971,450	4,092,734	4,617,342
Seattle Animal Shelter Budget Control Level	C8600	2,512,159	2,583,537	2,664,692	3,079,862
<b>Department Total</b>		<b>28,111,905</b>	<b>27,818,832</b>	<b>28,457,975</b>	<b>29,521,160</b>
<b>Department Full-time Equivalents Total*</b>		<b>238.95</b>	<b>232.95</b>	<b>232.95</b>	<b>247.00</b>

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

<b>Resources</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
General Subfund	28,111,905	27,818,832	28,457,975	29,521,160
<b>Department Total</b>	<b>28,111,905</b>	<b>27,818,832</b>	<b>28,457,975</b>	<b>29,521,160</b>

## Business Technology Budget Control Level

### Purpose Statement

The purpose of the Business Technology Budget Control Level is to plan, strategize, develop, implement, and maintain business technologies to support the City's business activities.

### Summary

Add \$11,000 for data processing costs associated new positions in the Revenue and Consumer Affairs, Seattle Animal Shelter, and Financial Services Budget Control Levels. Transfer out \$10,000 to the Revenue and Consumer Affairs Budget Control Level to correct a minor discrepancy in the labor budget.

Citywide adjustments to labor costs increase the budget by \$24,000, for a net increase from the 2006 Endorsed Budget to the 2006 Proposed Budget of approximately \$25,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Business Technology	9,712,396	8,839,493	8,995,438	9,020,571
Full-time Equivalents Total*	44.00	44.00	44.00	44.00

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

## Contracting Budget Control Level

### Purpose Statement

The purpose of the Contracting Budget Control Level is to anticipate and meet customer contracting and purchasing needs; provide education throughout the contracting process; administer policy and law; implement the City's various social objectives in contracting; and provide fair, thorough, and responsive service to customers so they can meet their business needs in an affordable and timely manner.

### Summary

There are no substantive changes from the 2006 Endorsed Budget. Citywide adjustments to labor costs increase the budget by \$8,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Contracting	3,350,503	3,023,918	3,050,451	3,058,913
Full-time Equivalents Total*	31.00	29.00	29.00	29.00

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

# Executive Administration

## Executive Management Budget Control Level

### Purpose Statement

The purpose of the Executive Management Budget Control Level is to provide executive direction and leadership, strategic financial and operational planning, risk management, human resources services, and administrative support so Department managers, staff, and other decision-makers can make informed decisions on how to best serve City customers.

### Summary

There are no substantive changes from the 2006 Endorsed Budget, although an Administrative Specialist III position is increased by 0.05 FTE, from 0.95 FTE to 1.0 FTE at no net increase in cost. Citywide adjustments to labor costs increase the budget by \$6,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Executive Management	1,934,927	2,099,674	2,153,591	2,159,164
Full-time Equivalents Total*	16.95	15.95	15.95	16.00

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

## Financial Services Budget Control Level

### Purpose Statement

The purpose of the Financial Services Budget Control Level is to perform financial transactions, provide financial reporting, and receive and disburse funds so that the City remains fiscally solvent.

### Summary

Add \$72,000 and 1.0 FTE Treasury Cashier to help staff the planned City Hall Customer Service Center. Funding includes staffing costs and database connectivity costs to make the site accessible to various information technology applications used to provide licensing and cashiering services, and assumes that the Customer Service Center will be open for eight months in 2006.

Citywide adjustments to labor costs increase the budget by \$13,000, for a net increase from the 2006 Endorsed Budget to the 2006 Proposed Budget of approximately \$84,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Financial Services	6,869,396	7,300,760	7,501,069	7,585,308
Full-time Equivalents Total*	72.50	69.50	69.50	70.50

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

# Executive Administration

## Revenue and Consumer Affairs Budget Control Level

### Purpose Statement

The purpose of the Revenue and Consumer Affairs Budget Control Level is to administer and enforce the City's license and tax codes for Seattle residents, so that budget expectations are met and consumer protection standards are upheld.

### Summary

Augment tax auditing and enforcement staff to increase recovery of delinquent or unreported business and occupation taxes, and to prepare to implement changes in State laws governing the City's ability to tax firms based in Seattle that do a portion of their business outside the city. Add 2.0 FTE Tax Auditors, 1.0 FTE License and Standards Inspector, and 1.0 FTE Administrative Specialist II, and provide funding for the services of an 0.5 FTE Assistant City Attorney in the Law Department dedicated to tax delinquency cases, at a total cost of \$384,000, including \$38,000 for travel and supplies. The ongoing cost increase in future years is expected to be recovered through increased revenue once the new staff is fully trained.

Add \$42,000 and 1.0 FTE Administrative Specialist II to help support the planned City Hall Customer Service Center. Funding assumes that the Customer Service Center will be open for eight months in 2006.

Add \$77,000 and 1.0 FTE License and Standards Inspector to enable the Revenue and Consumer Affairs Program to issue annual regulatory licenses to burglar and fire alarm system monitoring companies and to collect the associated regulatory license fees. The budget authority for this position was approved by Ordinance 121883 on August 8, 2005.

Transfer in \$10,000 from the Business Technology Budget Control Level to correct a minor discrepancy in the labor budget. Add \$2,000 related to a Citywide salary adjustment for Paralegals.

Citywide adjustments to labor costs increase the budget by \$10,000, for a net increase from the 2006 Endorsed Budget to the 2006 Proposed Budget of approximately \$525,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Revenue and Consumer Affairs	3,732,524	3,971,450	4,092,734	4,617,342
Full-time Equivalents Total*	43.50	43.50	43.50	49.50

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

## Seattle Animal Shelter Budget Control Level

### Purpose Statement

The purpose of the Seattle Animal Shelter Budget Control Level is to provide enforcement, animal care, and spay/neuter services in Seattle to control pet overpopulation and maintain public safety.

### Summary

Based on the success of a 2005 pilot project, provide dedicated staff to increase pet license compliance. Add 1.0 FTE Animal Control Officer II and 1.0 FTE Accounting Technician I, at a cost of \$116,000. This change is expected to result in approximately \$225,000 in ongoing General Fund pet license revenue.

Restore 2.0 FTE Animal Control Officer II positions that were abrogated in 2003 in order to return to full enforcement of off-leash restrictions in City parks, at a cost of \$128,000. The restored enforcement is expected to result in approximately \$30,000 in annual citation revenue to the General Fund.

Add 2.0 FTE Animal Control Officer I positions and 1.0 FTE Administrative Specialist I position to improve customer service at the Seattle Animal Shelter, and enable the facility to open to the public seven days a week, rather than the current six days a week. This change results in \$168,000 in increased costs, expected to result in approximately \$40,000 in increased annual pet license and adoption revenue to the General Fund.

Citywide adjustments to labor costs increase the budget by \$3,000, for a net increase from the 2006 Endorsed Budget to the 2006 Proposed Budget of approximately \$415,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Seattle Animal Shelter	2,512,159	2,583,537	2,664,692	3,079,862
Full-time Equivalents Total*	31.00	31.00	31.00	38.00

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*



# Department of Finance

## Dwight Dively, Director

### Contact Information

Department Information Line: (206) 233-0031

City of Seattle General Information: (206) 684-2489 TTY: (206) 615-0476

On the Web at: <http://www.seattle.gov/financedepartment/>

### Department Description

The Department of Finance is responsible for budget development, budget monitoring, debt management, financial policies, financial planning, performance measurement, and overall financial controls for the City of Seattle. The Department also oversees policy on City taxes, investments, accounting, and related activities.

### Proposed Policy and Program Changes

The Department of Finance's 2006 Proposed Budget includes some additional funding for budget development work and miscellaneous technical adjustments. There are no other substantive changes from the 2006 Endorsed Budget.

## Finance

<b>Appropriations</b>	<b>Summit Code</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Finance Budget Control Level	CF000	3,495,772	3,774,615	3,885,919	3,973,383
<b>Department Total</b>		<b>3,495,772</b>	<b>3,774,615</b>	<b>3,885,919</b>	<b>3,973,383</b>
<b>Department Full-time Equivalents Total*</b>		<b>34.00</b>	<b>35.50</b>	<b>35.50</b>	<b>35.50</b>

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

<b>Resources</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
General Subfund	3,495,772	3,774,615	3,885,919	3,973,383
<b>Department Total</b>	<b>3,495,772</b>	<b>3,774,615</b>	<b>3,885,919</b>	<b>3,973,383</b>

**Finance Budget Control Level**

**Purpose Statement**

The purpose of the Finance Budget Control Level is to develop and monitor the budget, issue and manage debt, establish financial policies and plans, and implement overall financial controls for the City. The department also oversees policy on City taxes, investments, accounting and related activities.

**Summary**

Add \$50,000 for transportation budget development work and \$23,000 for technical salary adjustments in 2006. There are no other substantive changes from the 2006 Endorsed Budget.

Citywide adjustments to labor costs increase the budget by \$14,000, for a net increase from the 2006 Endorsed Budget to the 2006 Proposed Budget of approximately \$87,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Finance	3,495,772	3,774,615	3,885,919	3,973,383
Full-time Equivalents Total*	34.00	35.50	35.50	35.50

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*



# Finance General

## Dwight Dively, Director

### Department Description

The mission of Finance General is to allocate General Subfund resources in the form of appropriations to reserve and bond redemption funds, City department operating funds, and certain inter-departmental projects for which there is desire for Council, Mayor, or Department of Finance oversight.

### Proposed Policy and Program Changes

A number of new adjustments have been added to the Reserves BCL for the 2006 Proposed Budget. These include amounts for LID Assessments on City Property, Mayor's Youth Council, Support to King County for Waterfront Trolley Maintenance Base, as well as reserves for Center City Access, Community Court-Related Services, enterpriseSeattle, Georgetown City Hall, and Hand-Held Ticketing Device Purchases.

**Appropriation to General Fund Subfunds and Special Funds Budget Control Level**

**Purpose Statement**

The purpose of the Appropriation to General Fund Subfunds and Special Funds Budget Control Level is to appropriate General Subfund resources to bond redemption or special purpose funds. These appropriations are implemented as operating transfers to the funds, subfunds, or accounts they support.

<b>Program Expenditures</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Arts Account - Admissions Tax for Art Programs	0	0	0	1,020,000
Cumulative Reserve Subfund - Capital Projects Account	0	0	0	677,800
Emergency Subfund	1,479,757	1,001,000	1,300,000	2,962,000
General Bond Interest/Redemption Fund	29,223,479	30,059,002	35,235,069	32,677,000
Insurance	3,711,931	3,915,691	3,962,679	3,822,679
Judgment/Claims Subfund	801,024	934,961	934,961	484,961
Seattle Center Fund - Admissions Tax for Key Arena	1,306,604	1,169,589	1,198,872	1,348,872
<b>Total</b>	<b>36,522,795</b>	<b>37,080,243</b>	<b>42,631,581</b>	<b>42,993,312</b>

## Contingent Support to Operating Funds Budget Control Level

### Purpose Statement

The purpose of the Contingent Support to Operating Funds Budget Control Level is to appropriate General Subfund resources to line departments contingent upon the performance of certain City revenues. These appropriations are implemented as operating transfers to the funds, subfunds, or accounts they support.

Enactment of the budget ordinance authorizes the Director of Finance to transfer General Subfund resources up to the amounts described in the following programs to the destination funds, subfunds, or accounts as described, but only if and to the extent the conditions stated for each such transfer are met.

<b>Program Expenditures</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Contingent Support to Arts Account	0	0	0	150,000
Contingent Support to Park and Recreation Fund	0	0	0	500,000
Contingent Support to Seattle Center/Key Arena	0	0	0	750,000
Contingent Support to Solid Waste Fund	0	0	0	250,000
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,650,000</b>

**Reserves Budget Control Level**

**Purpose Statement**

The purpose of the Reserves Budget Control Level is to provide appropriation authority to those programs for which there is no single appropriate managing department or for which there is some Council and/or Mayor desire for additional budget oversight. Resources allocated to each program within this Budget Control Level are intended to support that program.

<b>Program Expenditures</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Asset Preservation	0	1,660,000	0	0
CASA Latina	0	0	250,000	0
City Light Refund	0	9,931,372	0	0
Dues/Memberships	13,000	13,000	13,156	13,156
Election Expense	736,492	450,000	850,000	900,000
Get Engaged: City Boards and Commissions	29,980	30,000	30,000	30,000
Health Care Reserve	261,720	311,000	311,000	521,080
Hygiene Center and Fire Facilities Contingency	0	900,000	0	0
Internal Investigations Auditor	41,667	41,818	42,320	42,320
Legal Advertisements	220,273	80,000	80,000	120,000
Libraries for All Reserve	33,150	661,105	2,680,624	1,653,322
LID Assessments on City Property	0	0	0	864,041
Mayor's Youth Council	0	0	0	33,000
Muckleshoot Tribe Payment	558,000	529,000	0	0
Pacific Science Center Lease Reserve	120,000	120,000	120,000	120,000
Parks New Facilities Reserve	0	184,819	899,586	333,231
Puget Sound Air Pollution Control Agency	293,925	300,000	300,000	314,000
Reserve for Aquarium Closure	0	700,000	0	0
Reserve for Center City Access	0	0	0	500,000
Reserve for Community Court-Related Services	0	0	0	100,000
Reserve for enterpriseSeattle	0	0	0	75,000
Reserve for Fire Hydrants	0	3,844,000	3,774,000	3,774,000
Reserve for Georgetown City Hall	0	0	0	695,000
Reserve for Hand-Held Ticketing Device Purchases	0	0	0	1,225,000
Reserve for Public Toilets	0	690,000	711,000	711,000
Reserve for Summit Upgrade	0	4,100,000	0	0



## Finance General

<b>Program Expenditures</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Sound Transit Local Contribution - Sales Tax Offset	173,900	1,629,450	1,500,250	1,886,150
State Examiner	632,752	600,000	600,000	600,000
Street Lighting	12,266,682	6,420,000	7,320,000	7,320,000
Support to King County for Waterfront Trolley Maintenance Base	0	0	0	1,000,000
Voter Registration	687,118	550,000	550,000	600,000
<b>Total</b>	<b>16,068,659</b>	<b>33,745,564</b>	<b>20,031,936</b>	<b>23,430,300</b>

**Support to Operating Funds Budget Control Level**

**Purpose Statement**

The purpose of the Support to Operating Funds Budget Control Level is to appropriate General Subfund resources to support the operating costs of line departments that have their own operating fund. These appropriations are implemented as operating transfers to the funds or subfunds they support.

<b>Program Expenditures</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Engineering Services Fund	1,003,264	966,484	993,625	993,625
Firemen's Pension Fund	16,328,569	16,206,112	16,979,902	16,422,754
Fleets and Facilities Fund	2,036,071	2,294,584	2,479,871	2,619,839
Human Services Operating Fund	23,541,352	34,634,351	34,897,170	38,044,315
Information Technology Fund	2,763,801	2,413,300	2,457,205	3,264,291
Library Fund	34,980,372	36,447,415	37,014,669	37,897,672
Low Income Housing Fund	0	0	0	2,425,000
Neighborhood Matching Subfund	3,168,429	3,197,119	3,267,716	3,270,911
Park and Recreation Fund	33,693,368	33,174,017	34,457,147	36,123,354
Planning and Development Fund	9,583,466	8,251,052	7,847,743	8,913,509
Police Relief and Pension Fund	15,677,780	15,344,538	16,081,894	15,806,895
Seattle Center Fund	8,631,663	8,849,186	10,378,845	10,614,903
Solid Waste Fund	1,292,985	1,204,653	1,221,243	1,383,910
Transportation Fund	36,463,581	32,955,947	36,944,841	39,159,956
<b>Total</b>	<b>189,164,701</b>	<b>195,938,758</b>	<b>205,021,871</b>	<b>216,940,934</b>

# Fleets and Facilities Department

## Brenda Bauer, Director

### Contact Information

Department Information Line: (206) 684-0484

City of Seattle General Information: (206) 684-2489 TTY: (206) 615-0476

On the Web at: <http://www.seattle.gov/fleetsfacilities/>

### Department Description

The Fleets & Facilities Department was created on January 1, 2001, as part of a reorganization of City government. The Fleets & Facilities Department has four major operating functions: Real Estate Services; Capital Programs; Facilities Operations; and Fleet Services.

The Real Estate Services division manages the City's non-utility real estate portfolio, addressing short and long-term property interests. Staff handle sales, purchases, interdepartmental transfers, appraisals, leases, and maintain a database of all City property.

The Capital Programs division oversees the design, construction, commissioning, and initial departmental occupancy of many City facilities. Staff plan and coordinate office remodeling projects and space changes. Staff from this division also work with the consultants who manage the Civic Center redevelopment program and are responsible for the implementation of portions of the Fire Facilities and Emergency Response Levy program.

The Facility Operations division maintains many of the City's buildings, including high-rise office buildings, parking facilities, and police and fire stations. The division also operates the City's central warehousing function and City mailroom.

The Fleet Services division purchases, maintains, and repairs the City's vehicles and specialized equipment, including cars, light trucks, fire apparatus, and heavy equipment. The division also provides fuel for the City's fleet.

### Proposed Policy and Program Changes

The Fleets and Facilities Department's 2006 Proposed Budget reflects a number of changes. The Vehicle Fueling program's annual budget increased by \$1.3 million in expenditure authority to purchase fuel for resale in response to significant increases in fuel costs since the development of the 2006 Endorsed Budget, including the passage of the state's new biennial transportation funding bill which imposed additional fuel taxes. Fuel prices will need to be closely monitored in 2006 as further increases are possible.

The Facility Operations program's annual budget also increased to provide maintenance services for the Joint Training Facility. Funding from the General Subfund is provided to cover operating costs related to the Emergency Winter Shelter and Events Management for Civic Center buildings and spaces. The Events Management function will provide event scheduling and janitorial support to the new Civic Center. The Emergency Winter Shelter provides overnight shelter, contracted security services, and janitorial support for approximately 60 nights per year during the coldest and most inclement weather.

## Fleets & Facilities

<b>Appropriations</b>	<b>Summit Code</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
<b>Administration Budget Control Level</b>	<b>A1000</b>	<b>3,105,031</b>	<b>3,047,904</b>	<b>3,136,379</b>	<b>3,187,666</b>
<b>Facility Operations Budget Control Level</b>	<b>A3000</b>	<b>27,862,099</b>	<b>39,002,330</b>	<b>36,759,155</b>	<b>37,254,573</b>
<b>Fleet Services Budget Control Level</b>					
Vehicle Fueling		4,270,520	3,810,278	3,954,088	5,243,402
Vehicle Leasing		11,818,859	13,666,377	13,669,177	13,222,250
Vehicle Maintenance		14,294,543	14,399,877	14,745,962	15,219,543
<b>Fleet Services Budget Control Level</b>	<b>A2000</b>	<b>30,383,923</b>	<b>31,876,532</b>	<b>32,369,227</b>	<b>33,685,195</b>
<b>Technical Services Budget Control Level</b>					
Capital Programs		2,553,038	2,296,813	2,349,259	2,271,968
City Design, Print, and Copy		2,484,036	0	0	0
Real Estate Services		1,390,182	1,821,854	1,862,683	1,870,571
<b>Technical Services Budget Control Level</b>	<b>A3100</b>	<b>6,427,256</b>	<b>4,118,667</b>	<b>4,211,942</b>	<b>4,142,539</b>
<b>Department Total</b>		<b>67,778,309</b>	<b>78,045,433</b>	<b>76,476,703</b>	<b>78,269,973</b>
<b>Department Full-time Equivalents Total*</b>		<b>321.50</b>	<b>294.50</b>	<b>294.50</b>	<b>298.50</b>
<i>*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.</i>					
		<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2006</b>
<b>Resources</b>		<b>Actuals</b>	<b>Adopted</b>	<b>Endorsed</b>	<b>Proposed</b>
General Subfund		2,036,071	2,294,584	2,479,871	2,619,839
Other		65,742,238	75,750,849	73,996,832	75,650,134
<b>Department Total</b>		<b>67,778,309</b>	<b>78,045,433</b>	<b>76,476,703</b>	<b>78,269,973</b>

## Administration Budget Control Level

### Purpose Statement

The purpose of the Administration Budget Control Level is to provide executive leadership, budget, financial and operational analyses, special studies, human resource services, legislative liaison functions, and accounting services for the Fleets and Facilities Department. These efforts aim to strategically allocate resources and maintain productive, professional work environments in compliance with City financial and personnel policies.

### Summary

Add \$92,000 to reflect the transfer of budget authority for an Executive Assistant from Facility Services to the Director's office. The pocket is reclassified as Strategic Advisor 2.

Reduce the budget by \$52,000 to reflect the transfer of budget authority for an Administrative Specialist II from Support Services to Facility Services.

Citywide adjustments to labor costs increase the budget by \$11,000 for a net increase from the 2006 Endorsed Budget to the 2006 Proposed Budget of approximately \$51,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Administration	3,105,031	3,047,904	3,136,379	3,187,666
Full-time Equivalents Total*	31.50	31.00	31.00	31.00

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

## Facility Operations Budget Control Level

### **Purpose Statement**

The purpose of the Facility Operations Budget Control Level is to manage municipal property used by City staff and/or furnished by the City of Seattle; provide cost-effective maintenance, operations, inspections, and repair of City-owned facilities; provide a clean, safe, and environmentally sound work environment for all City employees working in buildings and offices managed and maintained by the Fleets and Facilities Department; manage City-owned parking facilities providing short-term and long-term parking for the public and employee populations housed in City-owned buildings; and provide centralized support services facilities, warehousing, and mail services to ensure the City's investments and internal services are optimally utilized by departments and City residents.

### **Summary**

Add 0.5 FTE Senior Events Booking Representative position and increase the budget by \$51,000 to provide support for events management for Civic Center spaces.

Add 1.0 FTE Laborer position and increase the budget by \$52,000 to provide support and temporary labor for events management for Civic Center spaces.

Add 1.0 Building Operating Engineer position and increase the budget by \$72,000 to provide maintenance for the Joint Training Facility.

Add 0.5 Carpenter position and increase the budget by \$39,000 to provide maintenance for the Joint Training Facility.

Increase the budget by \$169,000 to reflect costs for contracted and other services to provide maintenance for the Joint Training Facility.

Increase the budget by \$15,000 to reflect temporary electrician costs for maintenance of the Joint Training Facility.

Increase the budget by \$30,000 to reflect additional operating costs related to approximately 60 nights per year of janitorial services and contracted security services for the Emergency Winter Shelter.

Increase the budget by \$85,000 from the transfer of funding authority for an Information Technology Systems Analyst from the Capital Programs budget.

Increase the budget by \$52,000 from the transfer of funding authority for an Executive Assistant from the Facility Services budget to the Administration budget.

Decrease the budget by \$92,000 from the transfer of funding authority for an Executive Assistant from the Facility Services budget to the Administration budget.

Citywide adjustments to labor costs increase the budget by \$23,000, for a net increase from the 2006 Endorsed Budget to the 2006 Proposed Budget of approximately \$495,000.

## Fleets & Facilities

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Facility Operations	27,862,099	39,002,330	36,759,155	37,254,573
Full-time Equivalents Total*	91.00	92.00	92.00	95.00

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

### Fleet Services Budget Control Level

#### **Purpose Statement**

The purpose of the Fleets Services Budget Control Level is to centrally manage the City's vehicle and equipment operations in order to ensure timely, cost-effective, and high quality replacement of vehicles, maintenance, fueling, and short-term transportation.

<b>Program Expenditures</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Vehicle Fueling	4,270,520	3,810,278	3,954,088	5,243,402
Vehicle Leasing	11,818,859	13,666,377	13,669,177	13,222,250
Vehicle Maintenance	14,294,543	14,399,877	14,745,962	15,219,543
<b>Total</b>	<b>30,383,923</b>	<b>31,876,532</b>	<b>32,369,227</b>	<b>33,685,195</b>
Full-time Equivalents Total *	143.00	141.00	141.00	141.00

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

### **Fleet Services: Vehicle Fueling**

#### **Purpose Statement**

The purpose of the Vehicle Fueling program is to procure, store, distribute, and manage various types of liquid fuels and alternative fuels (such as compressed natural gas) for City departments and other local government agencies at prices well below the private sector, at convenient, easy-to-use fueling facilities in alignment with the City's environmental stewardship goals.

#### **Program Summary**

Increase the budget by \$1.29 million in expenditure authority for purchasing fuel for resale due to higher gas prices.

Citywide adjustments to labor costs result in minor budget changes, for a net increase from the 2006 Endorsed Budget to the 2006 Proposed Budget of approximately \$1.29 million.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Vehicle Fueling	4,270,520	3,810,278	3,954,088	5,243,402
Full-time Equivalents Total*	3.00	3.00	3.00	3.00

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

## Fleet Services: Vehicle Leasing

### Purpose Statement

The purpose of the Vehicle Leasing program is to procure, lease, and dispose of vehicles and equipment for City departments and other local government agencies to ensure they have the equipment necessary to support public services.

### Program Summary

Technical adjustments transfer \$450,000 from this program to the Vehicle Maintenance program, to reflect a fleets billing methodology change for Seattle Public Utilities' light fleet.

Citywide adjustments to labor costs increase the budget by \$3,000, for a net reduction from the 2006 Endorsed Budget to the 2006 Proposed Budget of approximately \$447,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Vehicle Leasing	11,818,859	13,666,377	13,669,177	13,222,250
Full-time Equivalents Total*	11.00	11.00	11.00	11.00

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

## Fleet Services: Vehicle Maintenance

### Purpose Statement

The purpose of the Vehicle Maintenance program is to provide vehicle and equipment outfitting, preventive maintenance, repairs, parts delivery, and related services in a safe, rapid, and prioritized manner for City departments and other local government agencies to enable the safe and effective completion of their various missions.

### Program Summary

Technical adjustments transfer in \$450,000 from the Vehicle Leasing program, to reflect a fleets billing methodology change for Seattle Public Utilities' light fleet.

Citywide adjustments to labor costs increase the budget by \$24,000, for a net increase from the 2006 Endorsed Budget to the 2006 Proposed Budget of approximately \$474,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Vehicle Maintenance	14,294,543	14,399,877	14,745,962	15,219,543
Full-time Equivalents Total*	129.00	127.00	127.00	127.00

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*



## Technical Services Budget Control Level

### Purpose Statement

The purpose of the Technical Services Budget Control Level is to provide great built environments to City employees and the people of Seattle, and to develop and implement policies for the acquisition, disposition, and strategic management of City real estate. Services include architecture, engineering, space planning, project planning and development, acquisition and disposition of property rights, technical real estate services, and centralized property database management. This Budget Control Level also included the City's Design, Print and Copy Program prior to its elimination in 2005.

### Summary

This program was eliminated in 2005.

<b>Program Expenditures</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Capital Programs	2,553,038	2,296,813	2,349,259	2,271,968
City Design, Print, and Copy	2,484,036	0	0	0
Real Estate Services	1,390,182	1,821,854	1,862,683	1,870,571
<b>Total</b>	<b>6,427,256</b>	<b>4,118,667</b>	<b>4,211,942</b>	<b>4,142,539</b>
Full-time Equivalents Total *	56.00	30.50	30.50	31.50

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

## Technical Services: Capital Programs

### Purpose Statement

The purpose of Capital Programs is to provide quality, cost effective, environments so City staff can work, and residents can conduct business, in a productive and pleasing environment.

### Program Summary

Decrease the budget by \$85,000 from the transfer of funding authority for an Information Technology Systems Analyst to the Facility Operations budget.

Citywide adjustments to labor costs increase the budget by \$8,000, for a net reduction from the 2006 Endorsed Budget to the 2006 Proposed Budget of approximately \$77,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Capital Programs	2,553,038	2,296,813	2,349,259	2,271,968
Full-time Equivalents Total*	18.00	18.00	18.00	18.00

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

## Technical Services: City Design, Print, and Copy

### Purpose Statement

The purpose of the City Design, Print, and Copy (CDPC) program, prior to its elimination, was to provide graphic design, photocopy, digital and offset printing to other City departments enabling them to communicate effectively with their customers and manage their documents efficiently.

### Program Summary

	2004	2005	2006	2006
<b>Expenditures/FTE</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Endorsed</b>	<b>Proposed</b>
City Design, Print, and Copy	2,484,036	0	0	0
Full-time Equivalents Total*	25.00	0.00	0.00	0.00

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

## Technical Services: Real Estate Services

### Purpose Statement

The purpose of the Real Estate Services program is to provide a centralized source of information and application of policies in the acquisition, disposition, and strategic management of the City's real estate to ensure assets are managed in the long-term interests of the City and its residents as a whole.

### Program Summary

Add 1.0 FTE Information Technology position to reflect the replacement of a contract employee and to provide staffing for the Citywide Real Property Asset Management Information System (RPAMIS). This action has no budgetary impact, as resulting salary and benefit increases are directly offset by a reduction in Real Estate Services' budget for professional services.

Citywide adjustments to labor costs increase the budget by \$8,000.

	2004	2005	2006	2006
<b>Expenditures/FTE</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Endorsed</b>	<b>Proposed</b>
Real Estate Services	1,390,182	1,821,854	1,862,683	1,870,571
Full-time Equivalents Total*	13.00	12.50	12.50	13.50

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

# Fleets & Facilities

## 2006 Estimated Revenues for the Fleets & Facilities Fund

Summit Code	Source	2004 Actuals	2005 Adopted	2006 Endorsed	2006 Proposed
441630	Photocopy Services	342	0	0	0
459930	NSF Check Fees	58	0	0	0
461110	Inv Earn-Residual Cash	48,785	0	0	0
461320	Unreald Gns/Losses-Inv Gasb31	(19,449)	0	0	0
469990	Other Miscellaneous Revenue	106	0	0	0
541490	IF Administrative Fees & Charges	1,980	0	0	0
547800	IF Training Charges	388	0	0	0
569990	IF Other Miscellaneous Revenue	126,877	0	0	0
587001	General Subfund Support	251,567	0	0	0
587001	Oper Tr In - CIP	0	320,945	329,846	329,846
587460	Oper Tr In - Parking Garage	0	99,664	102,306	102,306
641490	INTRAF Administrative Fees & Charges	0	2,627,295	2,704,227	2,861,448
644590	INTRAF Misc Other Revenue (Inter-BCL Expense)	0	0	0	(157,459)
<b>Total A1000 - Administration BCL</b>		<b>410,655</b>	<b>3,047,904</b>	<b>3,136,379</b>	<b>3,136,141</b>
437010	Interlocal Grants - Clean Cities	0	45,913	46,832	46,832
444300	Vehicle & Equip Repair Charges - Non-City	104,255	102,310	104,356	104,356
444500	Fuel Sales - Non-City	295,127	143,544	146,418	453,418
461110	Inv Earn-Residual Cash	378,038	0	0	0
461320	Unreald Gns/Losses-Inv Gasb31	(150,342)	0	0	0
462190	Other Equip/Vehicle Rentals - Non-City	18,139	16,583	16,583	16,583
462250	Vehicle Equipment Leases - Non-City	708,446	762,091	795,778	786,568
463000	Insurance Premiums & Recoveries	3,277	0	0	0
469990	Other Miscellaneous Revenue	43,155	0	0	0
485400	Gain(Loss)-Disposition Fixed Assets	(201,019)	0	0	0
544300	IF Vehicle & Equipment Repair Charges	7,146,171	8,175,179	8,338,683	8,026,557
544500	IF Fuel Sales	4,176,595	3,690,913	3,767,634	4,687,634
547800	IF Training Charges	1,325	0	0	0
562150	IF Motor Pool Rental Charges	384,775	407,550	407,550	407,550
562250	IF Vehicle Equipment Leases	19,259,259	18,214,512	18,880,207	18,439,417
569990	IF Other Miscellaneous Revenue	80,369	0	0	0
585400	IF Gain(Loss)-Disposition Fxd	113,368	0	0	0
587001	General Subfund Support	(186,165)	0	0	0
641490	INTRAF Administrative Fees & Charges	0	0	0	0
644300	INTRAF Vehicle & Equip Repair Charges	0	80,888	82,505	962,868
644400	INTRAF Sales Of Parts	0	0	0	0
644500	INTRAF Fuel Sales	0	24,985	25,485	83,776
644500	INTRAF Misc Other Revenue (Inter-BCL Expense)	0	0	0	(2,087,764)

# Fleets & Facilities

## 2006 Estimated Revenues for the Fleets & Facilities Fund

Summit Code	Source	2004 Actuals	2005 Adopted	2006 Endorsed	2006 Proposed
662150	INTRAF Motor Pool Rental Charges	0	85,892	85,892	85,892
662250	INTRAF Vehicle Equipment Lease	0	240,324	245,500	434,204
<b>Total A2000 - Fleet Services BCL</b>		<b>32,174,774</b>	<b>31,990,684</b>	<b>32,943,423</b>	<b>32,447,891</b>
431010	Federal Grants - Direct	99,848	0	0	0
441129	Warehousing Charges - Non-City	2,134	6,987	0	0
441610	Word Proc/Printing/Dupl	125,437	0	0	0
441630	Photocopy Services	65,237	0	0	0
441640	Print & Copy Svc - Outsourced	38,770	0	0	0
441710	Sales of Merchandise	57,186	0	0	0
441930	Custodial/Janitorial/Security/Maintenance - Non-City	0	5,000	5,000	5,000
441990	Other General Govtl Svc Fees	(2,803)	0	0	0
442830	Mail Messenger Charges - Non-City	0	0	0	0
459930	NSF Check Fees	156	0	0	0
461110	Inv Earn-Residual Cash	171,869	0	0	0
461320	Unreald Gns/Losses-Inv Gasb31	(68,205)	0	0	0
462300	Parking Fees - Non-City SeaPark Garage	943,663	947,818	956,872	956,872
462300	Parking Fees - Non-City SMT Garage	0	0	0	1,213,150
462500	Bldg/Other Space Rental Charge - Private	621,281	264,416	264,468	0
462500	Bldg/Other Space Rental Charge - Private PK 90/5	0	1,149,975	1,043,703	1,043,703
462500	Bldg/Other Space Rental Charge - Private SMT	0	7,678,536	5,786,766	4,870,768
462900	Other Rents & Use Charges	4,998	0	0	0
469970	Telephone Commission Revenue	915	0	0	0
469990	Other Miscellaneous Revenue	63,397	0	0	0
485400	Gain(Loss)-Disposition Fixed Assets	(15,209)	0	0	0
541490	IF Administrative Fees & Charges	122,467	0	0	0
541610	IF Word Proc/Printing/Dupl	524,511	0	0	0
541630	IF Photocopy Services	429,472	0	0	0
541640	IF Print & Copy Svc - Outsource	532,418	0	0	0
541710	IF Sales of Merchandise	(11,646)	0	0	0
541921	IF Property Mgmt Svc Charge	29,997	0	0	0
541921	IF Property Mgmt Svc Charge - CIP	0	301,062	202,098	0
541921	IF Property Mgmt Svc Charge - City Light	0	251,982	279,680	0
541921	IF Property Mgmt Svc Charge - SDOT	0	125,991	139,840	0
541921	IF Property Mgmt Svc Charge - SPU	0	138,590	153,824	0
541930	IF Custodial/Janitorial/Maintenance	1,223,006	600,000	600,000	221,223
541930	IF Custodial/Janitorial/Security/Maintenance	100	0	0	0
542831	IF ALLOC Mail Messenger Service	84,200	0	0	0

# Fleets & Facilities

## 2006 Estimated Revenues for the Fleets & Facilities Fund

Summit Code	Source	2004 Actuals	2005 Adopted	2006 Endorsed	2006 Proposed
542831	IF Mail Messenger Charges - City Light	0	84,827	86,246	86,246
542831	IF Mail Messenger Charges - DPD	0	8,090	8,489	8,489
542831	IF Mail Messenger Charges - Retirement	0	0	52	52
542831	IF Mail Messenger Charges - SDOT	0	22,170	23,769	23,769
542831	IF Mail Messenger Charges - SPU	0	23,306	29,983	29,983
542831	Oper Tr In - Fr GF for Mail Messenger	0	250,376	273,681	273,681
548921	IF ALLOC Warehousing Charges	1,021,964	0	0	0
548921	IF Warehousing Charges - City Light	0	133,025	161,840	161,840
548921	IF Warehousing Charges - Departments	0	753,122	761,143	761,143
548921	IF Warehousing Charges - DPD	0	76,677	58,373	58,373
548921	IF Warehousing Charges - GF	0	61,375	62,512	62,512
548921	IF Warehousing Charges - Retirement	0	2,551	2,501	2,501
548921	IF Warehousing Charges - SDOT	0	37,837	51,146	51,146
548921	IF Warehousing Charges - SPU	0	135,655	139,633	139,633
562300	IF Parking Fees SeaPark Garage	430,810	529,783	534,844	534,844
562300	IF Parking Fees SMT Garage	0	0	0	337,771
562500	IF Building/Other Space Rental	2,097,920	0	0	0
562510	IF Alloc Rent-Bldg/Other - JTF operational maintenance	0	0	0	299,433
562510	IF Alloc Rent-Bldg/Other Space	18,609,358	16,309,492	17,658,207	16,449,670
562510	IF Alloc Rent-Bldg/Other Space - SCL	0	3,371,652	3,726,874	3,726,874
562510	IF Alloc Rent-Bldg/Other Space - SDOT	0	15,000	15,000	15,000
569990	IF Other Miscellaneous Revenue	22,645	0	0	0
569990	Oper Tr In - Fr GF for Concert Hall	0	0	0	356,235
569990	Oper Tr In - GF / Garden of Remembrance	0	0	0	71,316
569999	Misc Reimb Adj - Rebates	(238,361)	0	0	0
587001	General Subfund Support	1,253,749	0	0	0
587001	General Subfund Support - COLA Adjustment	0	0	0	6,968
587001	General Subfund Support for MOB	0	40,000	0	40,000
587001	General Subfund Support for Small Dept	0	621,067	0	688,637
587001	MOB/SymphHall/HsingProj/Small Dept - GF	0	419,168	1,156,188	0
587001	Oper Tr In Fr GF - for Civic Ctr Events Mgmt	0	0	0	103,000
587001	Oper Tr In Fr GF - for Emergency Shelter operating costs	0	0	0	30,000
641490	INTRAF Administrative Fees & Charges	0	0	0	0
641610	IntraF Word Proc/Printing/Duplicating	0	0	0	0
641630	IntraF Photocopy Services	0	0	0	0
641640	IntraF Print & Copy Svc - Outsource	0	0	0	0
641930	INTRAF Custodial/Janitorial/Security/Maintenance	0	0	0	0

## Fleets & Facilities

### 2006 Estimated Revenues for the Fleets & Facilities Fund

Summit Code	Source	2004 Actuals	2005 Adopted	2006 Endorsed	2006 Proposed
644590	INTRAF Misc Other Revenue (Inter-BCL Expense)	0	0	0	(1,865,423)
648921	INTRAF Warehousing Charges	0	40,860	40,860	40,860
662300	INTRAF Parking Fees SeaPark Garage	0	103,429	104,417	104,417
662300	INTRAF Parking Fees SMT Garage	0	0	0	5,150
662500	INTRAF Bldg/Other Space Rental	0	1,001,087	1,377,539	986,876
<b>Total A3000 - Facility Services BCL</b>		<b>28,241,285</b>	<b>35,510,906</b>	<b>35,705,548</b>	<b>31,901,712</b>
441630	Photocopy Services	(25)	0	0	0
469990	Other Miscellaneous Revenue	5,066	0	0	0
541490	IF Administrative Fees & Charges	0	86,643	0	0
541490	IF Administrative Fees & Charges. Space planner hours	37,422	0	0	249,750
541921	IF Property Mgmt Svc Charge - CIP	442,644	0	0	0
541921	IF Property Mgmt Svc Charges	0	107,477	192,784	0
543210	IF Architect/Engineering Svc Charges	2,574,092	2,204,324	2,256,226	1,537,500
548922	IF ALLOC Real Estate Svcs Chrg	506,985	0	0	0
548922	IF ALLOC Real Estate Svcs Chrg - CIP	0	0	0	202,098
548922	IF ALLOC Real Estate Svcs Chrg - City Light	0	0	0	279,680
548922	IF ALLOC Real Estate Svcs Chrg - SDOT	0	0	0	139,840
548922	IF ALLOC Real Estate Svcs Chrg - SPU	0	0	0	153,824
569990	IF Other Miscellaneous Revenue	63,784	0	0	0
569999	Misc Reimb Adj - Rebates	(58,639)	0	0	0
587001	General Subfund Support	(183,289)	0	0	0
587001	General Subfund Support to Real Estate Svcs	900,209	902,598	987,490	987,490
643210	INTRAF Architect/Engineering Svc	0	0	0	0
644590	INTRAF Misc Other Revenue (Inter-BCL Expense)	0	0	0	(315,783)
<b>Total A3100 - Technical Services BCL</b>		<b>4,288,248</b>	<b>3,301,042</b>	<b>3,436,500</b>	<b>3,234,399</b>
<b>Total Revenues</b>		<b>65,114,962</b>	<b>73,850,536</b>	<b>75,221,850</b>	<b>70,720,143</b>
379100	Use of (Contribution to) Fund Balance	2,694,376	0	0	51,525
<b>Total A1000 - Administration BCL</b>		<b>2,694,376</b>	<b>0</b>	<b>0</b>	<b>51,525</b>
379100	Use of (Contribution to) Fund Balance	(1,790,851)	(114,152)	(574,196)	1,237,304
<b>Total A2000 - Fleet Services BCL</b>		<b>(1,790,851)</b>	<b>(114,152)</b>	<b>(574,196)</b>	<b>1,237,304</b>
379100	Use of (Contribution to) Fund Balance	(379,186)	3,491,424	1,053,607	5,352,861
<b>Total A3000 - Facility Services BCL</b>		<b>(379,186)</b>	<b>3,491,424</b>	<b>1,053,607</b>	<b>5,352,861</b>

## Fleets & Facilities

### 2006 Estimated Revenues for the Fleets & Facilities Fund

<b>Summit Code</b>	<b>Source</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
379100	Use of (Contribution to) Fund Balance	2,139,008	817,625	775,442	908,140
	<b>Total A3100 - Technical Services BCL</b>	<b>2,139,008</b>	<b>817,625</b>	<b>775,442</b>	<b>908,140</b>
	<b>Total Resources</b>	<b>67,778,309</b>	<b>78,045,433</b>	<b>76,476,703</b>	<b>78,269,973</b>

## Fleets & Facilities

### Fleets & Facilities Fund

	2004 Actuals	2005 Adopted	2005 Revised	2006 Endorsed	2006 Proposed
<b>Beginning Fund Balance</b>	<b>14,843,000</b>	<b>13,357,000</b>	<b>13,357,000</b>	<b>5,750,980</b>	<b>5,750,980</b>
Accounting and Technical Adjustments	1,177,347				
Plus: Actual and Estimated Revenue	65,114,962	73,850,536	74,793,340	75,221,850	70,720,143
Less: Actual and Budgeted Expenditures	67,778,309	78,045,433	82,399,360	76,476,703	78,269,973
<b>Ending Fund Balance</b>	<b>13,357,000</b>	<b>9,162,103</b>	<b>5,750,980</b>	<b>4,496,127</b>	<b>(1,798,850)</b>
Working Capital Reserve	3,910,287	4,502,621	4,753,809	4,412,117	4,515,575
<b>Total Reserves</b>	<b>3,910,287</b>	<b>4,502,621</b>	<b>4,753,809</b>	<b>4,412,117</b>	<b>4,515,575</b>
<b>Ending Unreserved Fund Balance</b>	<b>9,446,713</b>	<b>4,659,482</b>	<b>997,171</b>	<b>84,010</b>	<b>(6,314,425)</b>



## Capital Improvement Program Highlights

The Fleets & Facilities Department's Capital Improvement Program (CIP) is responsible for general government facilities. Examples include the City's core public safety facilities, comprising both fire stations and police precincts; maintenance shops and other support facilities; and the City's downtown office buildings. In addition, FFD is responsible for the management and upkeep of several community-based facilities that are owned by the City.

The Department's CIP outlines the Department's plan for maintaining, renovating, replacing, and adding to this extensive inventory of buildings. The Department's CIP is financed by a variety of revenue sources, including the City's General Subfund, the Cumulative Reserve Subfund (including the unrestricted, REET I, and FFD asset preservation subaccounts), the 2003 Fire Facilities and Emergency Levy, Limited Tax General Obligation Bonds, proceeds from property sales, grants, and insurance recoveries.

While FFD's CIP includes dozens of projects, three major initiatives are especially noteworthy. First, the 2003 Fire Facilities and Emergency Response Levy provides approximately \$167 million in property tax proceeds over a nine-year period. Along with approximately \$40 million from other fund sources, the Levy provides funding to support more than 40 projects to upgrade, renovate, or replace most of the City's fire stations; construct new support facilities for the Fire Department (including a new joint training facility); construct a new Emergency Operations Center and Fire Alarm Center; carry out various emergency preparedness initiatives (for example, upgrading the City's water supply system for firefighting purposes); and procure two new fireboats and rehabilitate an existing one. In most cases, Levy projects are fully appropriated in their first active year to allow the Department to undertake multi-year contracts. In 2006, approximately \$23 million from various fund sources is appropriated to projects funded under the Levy Program.

Second, in 2005 FFD begins to implement a new program to enhance the City's efforts to preserve general government facility assets. New funding, collected primarily through facility space rent charges levied on City departments, provides for projects intended to preserve or extend the useful life and operational capacity of FFD-managed facilities. For the 2005-2006 biennium, \$5.8 million is appropriated for asset preservation projects, \$2.89 million of which is newly appropriated in 2006. In addition, following FFD's completion of a response to a 2005 Statement of Legislative Intent, it is anticipated that an asset preservation reserve fund of \$1.66 million will be made available for future project-specific appropriations. Planned work ranges from the replacement of floor slabs and drainage at the Charles Street Maintenance Facility to the renovation of elevators at Seattle Municipal Tower.

Third, with the sale of the Alaska and Arctic historic office buildings, the final moves of City departments into permanent office space in the Seattle Municipal Tower and other leased office space in privately owned buildings will take place. These moves will mark completion of the Seattle Municipal Tower tenant improvements, a major component of the Civic Center Master Plan.

### Capital Improvement Program Appropriation

<b>Budget Control Level</b>	<b>2005 Revised</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
<b>Asset Preservation - Fire Stations: A1AP6</b>			
Cumulative Reserve Subfund, Asset Preservation Account - Fleets and Facilities	0	200,000	200,000
<b>Subtotal</b>	<b>0</b>	<b>200,000</b>	<b>200,000</b>

## Fleets & Facilities

### Capital Improvement Program Highlights

	2005 Revised	2006 Endorsed	2006 Proposed
<b>Budget Control Level</b>			
<b>Asset Preservation - Seattle Municipal Tower: A1AP2</b>			
Cumulative Reserve Subfund, Asset Preservation Account - Fleets and Facilities	0	2,025,000	2,025,000
<b>Subtotal</b>	<b>0</b>	<b>2,025,000</b>	<b>2,025,000</b>
<b>Asset Preservation - Shops and Yards - Fleets: A1AP4</b>			
Cumulative Reserve Subfund, Asset Preservation Account - Fleets and Facilities	0	665,000	665,000
<b>Subtotal</b>	<b>0</b>	<b>665,000</b>	<b>665,000</b>
<b>Chief Seattle Fireboat Rehabilitation: A1FL402</b>			
2003 Fire Facilities Subfund	0	2,700,000	2,700,000
<b>Subtotal</b>	<b>0</b>	<b>2,700,000</b>	<b>2,700,000</b>
<b>Civic Center Plan - Seattle Municipal Tower, Airport Way Center, and Other Projects: A34200-2</b>			
Cumulative Reserve Subfund - REET I Subaccount	0	0	675,000
<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>675,000</b>
<b>Earthquake Repair - Park 90/5: A12930E</b>			
2006 LTGO Capital Project Fund	0	0	12,669,000
Cumulative Reserve Subfund - REET I Subaccount	0	0	380,070
<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>13,049,070</b>
<b>Fire Station 02: A1FL102</b>			
2003 Fire Facilities Subfund	0	5,635,000	0
Cumulative Reserve Subfund - REET I Subaccount	0	1,059,000	0
<b>Subtotal</b>	<b>0</b>	<b>6,694,000</b>	<b>0</b>
<b>Fire Station 10: A1FL110</b>			
2003 Fire Facilities Subfund	0	0	(1,000,000)
Cumulative Reserve Subfund - REET I Subaccount	0	0	1,000,000
<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Fire Station 17: A1FL117</b>			
2003 Fire Facilities Subfund	0	3,514,000	0
Cumulative Reserve Subfund - REET I Subaccount	0	589,000	0
<b>Subtotal</b>	<b>0</b>	<b>4,103,000</b>	<b>0</b>
<b>Fire Station 28: A1FL128</b>			
2003 Fire Facilities Subfund	0	5,373,000	0
Cumulative Reserve Subfund - REET I Subaccount	0	901,000	0
<b>Subtotal</b>	<b>0</b>	<b>6,274,000</b>	<b>0</b>

## Fleets & Facilities

### Capital Improvement Program Highlights

	2005 Revised	2006 Endorsed	2006 Proposed
<b>Budget Control Level</b>			
<b>Fire Station 31: A1FL131</b>			
2003 Fire Facilities Subfund	0	2,122,000	0
<b>Subtotal</b>	<b>0</b>	<b>2,122,000</b>	<b>0</b>
<b>Fire Station Renovations: A51542</b>			
Cumulative Reserve Subfund - REET I Subaccount	0	381,000	381,000
<b>Subtotal</b>	<b>0</b>	<b>381,000</b>	<b>381,000</b>
<b>Garden of Remembrance: A51647</b>			
Cumulative Reserve Subfund - Unrestricted Subaccount	0	20,000	20,000
<b>Subtotal</b>	<b>0</b>	<b>20,000</b>	<b>20,000</b>
<b>General Government Facilities - Community-Based: A1GM2</b>			
Cumulative Reserve Subfund - Unrestricted Subaccount	0	2,619,000	2,619,000
<b>Subtotal</b>	<b>0</b>	<b>2,619,000</b>	<b>2,619,000</b>
<b>General Government Facilities - General: A1GM1</b>			
Cumulative Reserve Subfund - REET I Subaccount	0	70,000	555,000
<b>Subtotal</b>	<b>0</b>	<b>70,000</b>	<b>555,000</b>
<b>Joint Training Facility: A1FL202</b>			
Cumulative Reserve Subfund - REET I Subaccount	0	0	1,000,000
<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>1,000,000</b>
<b>Neighborhood Fire Stations: A1FL1</b>			
2003 Fire Facilities Subfund	0	0	16,644,000
Cumulative Reserve Subfund - REET I Subaccount	0	0	2,549,000
<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>19,193,000</b>
<b>Public Safety Facilities - Fire: A1PS2</b>			
Cumulative Reserve Subfund - REET I Subaccount	0	0	50,000
<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>50,000</b>
<b>Public Safety Facilities - Police: A1PS1</b>			
Cumulative Reserve Subfund - REET I Subaccount	0	40,000	40,000
Cumulative Reserve Subfund - Unrestricted Subaccount	0	80,000	80,000
<b>Subtotal</b>	<b>0</b>	<b>120,000</b>	<b>120,000</b>
<b>South Downtown Hygiene &amp; Homeless Services Center: A1OTH01</b>			
Cumulative Reserve Subfund - Unrestricted Subaccount	0	1,300,000	0
<b>Subtotal</b>	<b>0</b>	<b>1,300,000</b>	<b>0</b>

## Fleets & Facilities

### Capital Improvement Program Highlights

<b>Budget Control Level</b>	<b>2005 Revised</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
<b>South Downtown Service Center: A1OTH01</b>			
Cumulative Reserve Subfund - Unrestricted Subaccount	0	0	1,100,000
<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>1,100,000</b>
<b>Total Capital Improvement Program Appropriation</b>	<b>0</b>	<b>29,293,000</b>	<b>44,352,070</b>

# Office of Hearing Examiner

## Sue Tanner, Hearing Examiner

### Contact Information

Department Information Line: (206) 684-0521

City of Seattle General Information: (206) 684-2489 TTY: (206) 615-0476

On the Web at: <http://www.seattle.gov/examiner/>

### Department Description

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 citizens 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 Department of Planning and Development. 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 provides contract hearing examiner services to other local governments as well.

As the City's hearing officer, the Hearing Examiner, and Deputy Hearing Examiners appointed by the Hearing Examiner, handle all pre-hearing matters, regulate the conduct of hearings and prepare decisions and recommendations based upon the hearing record and applicable law. The Code requires all examiners to be attorneys with training and experience in administrative hearings. The Hearing Examiner also appoints an administrative analyst to oversee the administrative areas of the Office, a paralegal to assist with hearings and decision preparation, and an administrative specialist to support all other Office positions and provide information to the public.

### Proposed Policy and Program Changes

The 2006 Proposed Budget for the Hearing Examiner includes some slight offsetting staffing changes which are absorbed within the existing budget. A \$9,000 increase in budget authority is funded by revenue expected to be generated by contracting Hearing Examiner services to other jurisdictions in 2006. Additionally, due to a classification/compensation review completed by the Personnel Department, all Paralegals, including the Paralegal for the Hearing Examiner, receive a 4% salary increase.

## Hearing Examiner

<b>Appropriations</b>	<b>Summit Code</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Office of Hearing Examiner Budget Control Level	V1X00	433,667	482,532	474,668	488,113
<b>Department Total</b>		<b>433,667</b>	<b>482,532</b>	<b>474,668</b>	<b>488,113</b>
<b>Department Full-time Equivalents Total*</b>		<b>4.90</b>	<b>4.90</b>	<b>4.50</b>	<b>4.50</b>

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

<b>Resources</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
General Subfund	433,667	482,532	474,668	488,113
<b>Department Total</b>	<b>433,667</b>	<b>482,532</b>	<b>474,668</b>	<b>488,113</b>

## Office of Hearing Examiner Budget Control Level

### Purpose Statement

The purpose of the Office of Hearing Examiner Budget Control 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 over 50 subject areas) and to issue decisions and recommendations consistent with applicable ordinances.

### Summary

Increase Deputy Hearing Examiner and Paralegal positions to 1.0 FTEs from the 2006 Endorsed cut of 0.1 per FTE.

Reduce Administrative Specialist position to 0.5 FTE from 0.7 FTE. This decrement in FTE offsets the Deputy Hearing Examiner and the Paralegal FTE increases.

Increase expenditure authority by \$9,000, as a result of General Fund revenue the Hearing Examiner anticipates to generate through contracting their services with other municipalities. This additional revenue partially offsets costs the associated with the Deputy Hearing Examiner and the Paralegal FTE increases.

Increase the Hearing Examiner Paralegal's salary by 4%, or an increment of approximately \$2,000, in response to a classification/compensation review completed by the Personnel Department.

Citywide adjustments to labor costs increase the budget by \$2,000, for a net increase from the 2006 Endorsed Budget to the 2006 Proposed Budget of approximately \$13,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Office of Hearing Examiner	433,667	482,532	474,668	488,113
Full-time Equivalents Total*	4.90	4.90	4.50	4.50

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*





# Department of Information Technology

## Bill Schrier, Director & Chief Technology Officer

### Contact Information

Department Information Line: (206) 684-0600

City of Seattle General Information: (206) 684-2489 TTY: (206) 615-0476

On the Web at: <http://www.seattle.gov/doi/>

### Department Description

The Department of Information Technology (DoIT) manages the City's information technology infrastructure and performs strategic IT planning. The Department:

-coordinates strategic technology direction for the City, developing common standards, architectures, and business solutions to deliver City services more efficiently and effectively;

-builds and operates the City's corporate communications and computing assets, which include the City's telephone, radio and e-mail systems, networks and servers; and

-oversees development of the Democracy Portal, a project to improve the City of Seattle's government access television station and its accompanying web site by providing new programming, live Web streaming and indexed video-on-demand services, and interactive services that make it easier for citizens to access government information and decision makers.

### Proposed Policy and Program Changes

DoIT's 2006 Proposed Budget reflects an increase in budget and position authority for the Aligning City Technology (ACT) Citywide Information Technology transition team. Funding is also provided for implementing the Mayor's Action Plan on Broadband Telecommunications in order to explore private sector interest in partnering with the City to provide expanded broadband telecommunications services to citizens.

## Information Technology

<b>Appropriations</b>	<b>Summit Code</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
<b>Finance and Administration Budget Control Level</b>	<b>D1100</b>	<b>1,945,949</b>	<b>2,176,101</b>	<b>2,219,622</b>	<b>2,451,220</b>
<b>Office of Electronic Communications Budget Control Level</b>					
Citywide Web Team		981,706	1,522,896	1,177,192	1,181,945
Community Technology		456,986	744,728	645,862	708,684
Office of Cable Communications		1,067,830	1,232,012	509,803	980,703
Seattle Channel		1,522,640	2,030,089	1,885,924	1,892,194
<b>Office of Electronic Communications Budget Control Level</b>	<b>D4400</b>	<b>4,029,162</b>	<b>5,529,725</b>	<b>4,218,781</b>	<b>4,763,526</b>
<b>Technology Infrastructure Budget Control Level</b>					
Communications Shop		1,458,567	1,347,590	1,378,833	1,383,296
Data Center Services		3,791,644	4,709,993	4,605,335	4,615,454
Data Network Services		2,209,349	3,157,324	3,209,126	3,301,287
Distributed Personal Computing Services		2,091,952	2,154,251	2,208,916	2,217,355
Enterprise Messaging and Directory Services		335,356	399,045	407,199	408,605
NetWare and NT Servers Services		1,439,159	1,665,685	1,703,280	1,786,432
Radio Network		1,081,857	1,382,571	1,395,891	1,396,447
Service Desk		922,232	700,043	718,645	721,607
Technology Engineering and Project Management		1,216,771	2,851,441	2,894,811	2,897,596
Telephone Services		6,905,333	8,101,640	8,302,611	8,643,504
Warehouse		1,365,707	469,992	480,573	508,494
<b>Technology Infrastructure Budget Control Level</b>	<b>D3300</b>	<b>22,817,927</b>	<b>26,939,575</b>	<b>27,305,220</b>	<b>27,880,077</b>
<b>Technology Leadership and Governance Budget Control Level</b>					
Citywide Technology Leadership and Governance		1,971,616	1,329,228	1,357,739	1,616,719
Law, Safety and Justice		166	22,793	22,970	22,970
<b>Technology Leadership and Governance Budget Control Level</b>	<b>D2200</b>	<b>1,971,782</b>	<b>1,352,021</b>	<b>1,380,709</b>	<b>1,639,689</b>
<b>Department Total</b>		<b>30,764,820</b>	<b>35,997,422</b>	<b>35,124,332</b>	<b>36,734,512</b>
<b>Department Full-time Equivalents Total*</b>		<b>190.50</b>	<b>191.50</b>	<b>191.50</b>	<b>201.50</b>

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

## Information Technology

<b>Resources</b>	<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2006</b>
	<b>Actuals</b>	<b>Adopted</b>	<b>Endorsed</b>	<b>Proposed</b>
General Subfund	2,763,801	2,413,300	2,457,205	3,264,291
Other	28,001,019	33,584,122	32,667,127	33,470,221
<b>Department Total</b>	<b>30,764,820</b>	<b>35,997,422</b>	<b>35,124,332</b>	<b>36,734,512</b>

## Finance and Administration Budget Control Level

### **Purpose Statement**

The purpose of the Finance and Administration Budget Control Level is to provide administrative and accounting services and financial information (planning, control, analysis, and consulting) to Department managers.

### **Summary**

Add 1.0 FTE Finance Analyst, Assistant, to be funded from existing resources. Add \$225,000 and 1.0 FTE Manager I, 1.0 FTE Manager III, and 1.0 FTE Finance Analyst, Senior for the Aligning City Technology project.

Citywide adjustments to labor costs increase the budget by \$7,000, for a net increase from the 2006 Endorsed Budget to the 2006 Proposed Budget of approximately \$232,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Finance and Administration	1,945,949	2,176,101	2,219,622	2,451,220
Full-time Equivalents Total*	18.00	19.00	19.00	23.00

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

# Information Technology

## Office of Electronic Communications Budget Control Level

### Purpose Statement

The purpose of the Office of Electronic Communications Budget Control Level is to operate the City's TV channel, cable office, web sites, and related programs so technology is used effectively to deliver services and information to citizens, businesses, visitors, and employees.

<b>Program Expenditures</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Citywide Web Team	981,706	1,522,896	1,177,192	1,181,945
Community Technology	456,986	744,728	645,862	708,684
Office of Cable Communications	1,067,830	1,232,012	509,803	980,703
Seattle Channel	1,522,640	2,030,089	1,885,924	1,892,194
<b>Total</b>	<b>4,029,162</b>	<b>5,529,725</b>	<b>4,218,781</b>	<b>4,763,526</b>
Full-time Equivalents Total *	27.00	32.00	32.00	32.00

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

## Office of Electronic Communications: Citywide Web Team

### Purpose Statement

The purpose of the Citywide Web Team is to provide leadership in using web technology and a web presence for residents, businesses, visitors, and employees so they have 24-hour access to relevant information and City services. This team also supports the web and video streaming components of the Democracy Portal.

### Program Summary

Citywide adjustments to labor costs increase the budget by \$5,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Citywide Web Team	981,706	1,522,896	1,177,192	1,181,945
Full-time Equivalents Total*	6.25	8.25	8.25	8.25

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

# Information Technology

## Office of Electronic Communications: Community Technology

### Purpose Statement

The purpose of the Community Technology program is to provide leadership, education, and funding so all Seattle residents have access to computer technology and on-line information.

### Program Summary

Add \$60,000 to restore funding for the Technology Matching Fund.

Citywide adjustments to labor costs increase the budget by \$3,000, for a net increase from the 2006 Endorsed Budget to the 2006 Proposed Budget of approximately \$63,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Community Technology	456,986	744,728	645,862	708,684
Full-time Equivalents Total*	2.25	5.25	5.25	5.25

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

## Office of Electronic Communications: Office of Cable Communications

### Purpose Statement

The purpose of the Office of Cable Communications program is to negotiate with, and regulate, private cable communications providers so residents receive high quality, reasonably-priced services.

### Program Summary

Transfer in \$264,000 from the Community Television Account within the Cable Franchise Subfund to contract with the Seattle Community Access Network to support public access television. Add \$205,000 to fund the Mayor's Action Plan on Broadband Telecommunications.

Citywide adjustments to labor costs increase the budget by \$2,000, for a net increase from the 2006 Endorsed Budget to the 2006 Proposed Budget of approximately \$471,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Office of Cable Communications	1,067,830	1,232,012	509,803	980,703
Full-time Equivalents Total*	4.25	4.25	4.25	4.25

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

## Office of Electronic Communications: Seattle Channel

### Purpose Statement

The purpose of the Seattle Channel is to inform and engage residents in the governmental, civic, and cultural affairs of Seattle through compelling use of television, internet, and other media.

### Program Summary

Citywide adjustments to labor costs increase the budget by \$6,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Seattle Channel	1,522,640	2,030,089	1,885,924	1,892,194
Full-time Equivalents Total*	14.25	14.25	14.25	14.25

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

# Information Technology

## Technology Infrastructure Budget Control Level

### Purpose Statement

The purpose of the Technology Infrastructure Budget Control Level is to build and operate the City's corporate communications and computing assets so City government can manage information, deliver services more efficiently, and make well-informed decisions.

<b>Program Expenditures</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Communications Shop	1,458,567	1,347,590	1,378,833	1,383,296
Data Center Services	3,791,644	4,709,993	4,605,335	4,615,454
Data Network Services	2,209,349	3,157,324	3,209,126	3,301,287
Distributed Personal Computing Services	2,091,952	2,154,251	2,208,916	2,217,355
Enterprise Messaging and Directory Services	335,356	399,045	407,199	408,605
NetWare and NT Servers Services	1,439,159	1,665,685	1,703,280	1,786,432
Radio Network	1,081,857	1,382,571	1,395,891	1,396,447
Service Desk	922,232	700,043	718,645	721,607
Technology Engineering and Project Management	1,216,771	2,851,441	2,894,811	2,897,596
Telephone Services	6,905,333	8,101,640	8,302,611	8,643,504
Warehouse	1,365,707	469,992	480,573	508,494
<b>Total</b>	<b>22,817,927</b>	<b>26,939,575</b>	<b>27,305,220</b>	<b>27,880,077</b>
Full-time Equivalents Total *	131.00	128.00	128.00	132.00

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

## Technology Infrastructure: Communications Shop

### Purpose Statement

The purpose of the Communications Shop program is to install, maintain, and repair the dispatch radio infrastructure and mobile and portable radios for City departments and other regional agencies for common, cost-effective communications.

### Program Summary

Citywide adjustments to labor costs increase the budget by \$4,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Communications Shop	1,458,567	1,347,590	1,378,833	1,383,296
Full-time Equivalents Total*	11.00	11.00	11.00	11.00

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*



## Technology Infrastructure: Data Center Services

### Purpose Statement

The purpose of the Data Center Services program is to provide a reliable production computing environment to allow City departments to effectively operate their technology applications, operating systems, and servers.

### Program Summary

Citywide adjustments to labor costs increase the budget by \$10,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Data Center Services	3,791,644	4,709,993	4,605,335	4,615,454
Full-time Equivalents Total*	21.50	19.00	19.00	19.00

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

## Technology Infrastructure: Data Network Services

### Purpose Statement

The purpose of the Data Network Services program is to provide data communications infrastructure and related services to City of Seattle employees so they may send and receive electronic data in a cost-effective manner, and so residents of Seattle may electronically communicate with City staff and access City services.

### Program Summary

Add \$85,000 and 1.0 FTE Information Technology Professional A to serve as a Communications Engineer for the Aligning City Technology project.

Citywide adjustments to labor costs increase the budget by \$7,000, for a net increase from the 2006 Endorsed Budget to the 2006 Proposed Budget of approximately \$92,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Data Network Services	2,209,349	3,157,324	3,209,126	3,301,287
Full-time Equivalents Total*	11.50	12.50	12.50	13.50

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

# Information Technology

## Technology Infrastructure: Distributed Personal Computing Services

### Purpose Statement

The purpose of the Distributed Personal Computing Services program is to provide, operate, and maintain personal computer services for City employees so they have a reliable personal computing environment to conduct City business and provide services to other government entities, and to the general public.

### Program Summary

Citywide adjustments to labor costs increase the budget by \$8,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Distributed Personal Computing Services	2,091,952	2,154,251	2,208,916	2,217,355
Full-time Equivalents Total*	25.00	22.00	22.00	22.00

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

## Technology Infrastructure: Enterprise Messaging and Directory Services

### Purpose Statement

The purpose of the Enterprise Messaging and Directory Services program is to provide, operate, and maintain an infrastructure for e-mail, calendar, directory, and related services to City employees and the general public so they can communicate using messaging and directory-dependent applications related to obtaining City government services.

### Program Summary

Citywide adjustments to labor costs increase the budget by \$1,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Enterprise Messaging and Directory Services	335,356	399,045	407,199	408,605
Full-time Equivalents Total*	2.50	2.50	2.50	2.50

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

## Technology Infrastructure: NetWare and NT Servers Services

### Purpose Statement

The purpose of the NetWare and NT Servers Services program is to provide, operate, and maintain Citywide and departmental servers for various City departments so that they have a reliable client-server environment for providing their services to other government entities and to the general public.

### Program Summary

Increase budget by \$85,000 in appropriation authority only for costs of Citywide Blackberry data and phone service management, which are passed on to user departments. Departments are expected to manage Blackberry charges within their existing budgets.

Citywide adjustments to labor costs reduce the budget by \$2,000, for a net increase from the 2006 Endorsed Budget to the 2006 Proposed Budget of approximately \$83,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
NetWare and NT Servers Services	1,439,159	1,665,685	1,703,280	1,786,432
Full-time Equivalents Total*	13.50	14.50	14.50	14.50

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

## Technology Infrastructure: Radio Network

### Purpose Statement

The purpose of the Radio Network program is to provide dispatch radio communications and related services to City departments and other regional agencies so they have a highly available means for mobile communications.

### Program Summary

Citywide adjustments to labor costs increase the budget by \$1,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Radio Network	1,081,857	1,382,571	1,395,891	1,396,447
Full-time Equivalents Total*	1.00	1.00	1.00	1.00

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

## Technology Infrastructure: Service Desk

### Purpose Statement

The purpose of the Service Desk program is to provide an initial point of contact for Information Technology technical support, problem analysis and resolution, and referral services to facilitate resolution for customers in non-utility departments.

### Program Summary

Add 1.0 FTE Information Technology Professional C in a budget-neutral transfer of responsibilities from individuals working for outside agencies to regular City employees.

Citywide adjustments to labor costs increase the budget by \$3,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Service Desk	922,232	700,043	718,645	721,607
Full-time Equivalents Total*	8.00	7.00	7.00	8.00

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

## Technology Infrastructure: Technology Engineering and Project Management

### Purpose Statement

The purpose of the Technology Engineering and Project Management program is to engineer communications systems and networks, and to manage large technology infrastructure projects for City departments to facilitate reliable and cost-effective use of communications and technology.

### Program Summary

Add 1.0 FTE Information Technology Professional B in a budget-neutral transfer of responsibilities from individuals working for outside agencies to regular City employees.

Citywide adjustments to labor costs increase the budget by \$3,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Technology Engineering and Project Management	1,216,771	2,851,441	2,894,811	2,897,596
Full-time Equivalents Total*	5.50	6.00	6.00	7.00

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

## Technology Infrastructure: Telephone Services

### Purpose Statement

The purpose of the Telephone Services program is to provide, operate, and maintain a telecommunications infrastructure, and to provide related services to City employees so they have a highly available means of communication.

### Program Summary

Increase budget by \$329,000 in appropriation authority only for costs of Citywide Blackberry data and phone service management, which are passed on to user departments. Departments are expected to manage Blackberry charges within their existing budgets.

Add 1.0 FTE Information Technology Professional A in a budget-neutral transfer of responsibilities from individuals working for outside agencies to regular City employees.

Citywide adjustments to labor costs increase the budget by \$12,000, for a net increase from the 2006 Endorsed Budget to the 2006 Proposed Budget of approximately \$341,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Telephone Services	6,905,333	8,101,640	8,302,611	8,643,504
Full-time Equivalents Total*	26.50	27.50	27.50	28.50

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

## Technology Infrastructure: Warehouse

### Purpose Statement

The purpose of the Warehouse program is to provide acquisition, storage, and distribution of telephone, computing, data communications, and radio components to the Department so equipment is available when requested by customers.

### Program Summary

Increase budget by \$27,000 in appropriation authority only for costs of Citywide Blackberry data and phone service management, which are passed on to user departments. Departments are expected to manage Blackberry charges within their existing budgets.

Citywide adjustments to labor costs increase the budget by \$1,000, for a net increase from the 2006 Endorsed Budget to the 2006 Proposed Budget of approximately \$28,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Warehouse	1,365,707	469,992	480,573	508,494
Full-time Equivalents Total*	5.00	5.00	5.00	5.00

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

# Information Technology

## Technology Leadership and Governance Budget Control Level

### Purpose Statement

The purpose of the Technology Leadership and Governance Budget Control Level is to provide departments with strategic direction and coordination to incorporate technology into their respective departmental investment decisions.

<b>Program Expenditures</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Citywide Technology Leadership and Governance	1,971,616	1,329,228	1,357,739	1,616,719
Law, Safety and Justice	166	22,793	22,970	22,970
<b>Total</b>	<b>1,971,782</b>	<b>1,352,021</b>	<b>1,380,709</b>	<b>1,639,689</b>
Full-time Equivalents Total *	14.50	12.50	12.50	14.50

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

## **Technology Leadership and Governance: Citywide Technology Leadership and Governance**

### Purpose Statement

The purpose of the Citywide Technology Leadership and Governance program is to establish strategic directions, identify key technology drivers, support effective project management and quality assurance, and provide information, research, and analysis to departmental business and technology leaders.

### Program Summary

Add \$251,000 to fund 1.0 FTE Strategic Advisor II and an existing, but unfunded, 1.0 FTE Executive III to support the Aligning Citywide Technology project.

Add 1.0 FTE Strategic Advisor I in a budget-neutral transfer of responsibilities from individuals working for outside agencies to regular City employees.

Citywide adjustments to labor costs increase the budget by \$8,000, for a net increase from the 2006 Endorsed Budget to the 2006 Proposed Budget of approximately \$259,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Citywide Technology Leadership and Governance	1,971,616	1,329,228	1,357,739	1,616,719
Full-time Equivalents Total*	14.50	12.50	12.50	14.50

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

# Information Technology

## Technology Leadership and Governance: Law, Safety and Justice

### Purpose Statement

The purpose of the Law, Safety, and Justice program is to provide strategic planning, direction, and oversight for technology investments to the Fire, Law, and Police departments, as well as the Municipal Court, so investments are aligned with departmental and City objectives.

### Program Summary

There are no substantive changes from the 2006 Endorsed Budget.

<b>Expenditures</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Law, Safety and Justice	166	22,793	22,970	22,970

# Information Technology

## 2006 Estimated Revenues for the Information Technology Fund

Summit Code	Source	2004 Actuals	2005 Adopted	2006 Endorsed	2006 Proposed
431010	Federal Grants	1,116,479	0	0	0
442810	IT Project Management -external	921,676	1,700,000	1,400,000	1,400,000
442810	Services - Communications Lease	150,990	115,935	117,410	118,043
442810	Services - Finance	285,410	46,477	48,229	48,229
442810	Services - Telephones	198,492	190,141	194,626	194,626
442850	Communication Maintenance & Repair	166,384	60,625	62,000	62,000
447600	TV - Rates	28,544	0	0	0
541490	Allocation - Consolidated Server Room	1,145,643	1,145,643	1,117,413	1,125,060
541490	Allocation - IT Computer Ctr	3,970,856	3,811,174	3,755,640	3,747,993
541490	Allocation - IT Service Desk	894,184	734,903	753,667	753,667
541490	Allocation - Radio Network Program	1,889,538	1,749,676	1,771,808	1,771,176
541490	Desktop Support	2,054,878	2,098,301	2,150,168	2,150,168
541490	Other Midyear Rebates	(172,903)	0	0	0
541490	Other Rebate	(96,848)	0	0	0
541490	Server Support	1,483,012	1,713,731	1,772,874	1,772,874
541490	Technology Allocation: DPD	179,123	623,892	612,261	741,010
541490	Technology Allocation: Retirement	36,506	14,778	14,436	15,508
541490	Technology Allocation: SCL	0	0	0	0
541490	Technology Allocation: SDOT	412,029	468,732	477,484	560,272
541490	Technology Allocation: SPU	2,090,539	1,898,543	1,846,929	2,073,502
541490	Technology Allocation: SCL	2,399,394	2,218,732	2,149,505	2,300,150
541490	Technology Allocation: SPU	0	0	0	0
541490	TV - Service Agreement	102,000	185,000	172,000	172,000
541810	Desktop Project Billing/Rates	57,506	0	0	0
541810	IT Project Management	0	2,236,915	2,593,311	2,593,311
541810	Messaging Project Billing/Rates	7,000	0	0	0
541810	Quality Assurance/Project Management (rates)	43,880	0	0	0
541810	Server Project Billing/Rates	228,720	0	0	85,400
541810	Service Desk Project Billing/Rates	4,710	0	0	0
541810	Technology Allocation - GF	0	0	0	(4)
541830	Network Services - Rates	947,704	922,967	932,735	851,177
541850	General Fund Midyear Rebates	(220,677)	0	0	0
541850	General Fund Rebates	(248,622)	0	0	0
541850	Listen Line B&C Room - Cable Franchise	0	0	0	0
541850	Small Department Allocation - GF	220,484	376,441	378,520	378,520
541850	Technology Allocation - CF displace GF	0	161,500	163,445	0
541850	Technology Allocation - GF	2,430,620	2,413,300	2,457,205	2,885,775
541850	Warehouse - billing	910,716	0	0	26,943
542810	Comm Lease (Pagers)	215,946	192,515	194,877	194,877
542810	Telephone Services	7,697,935	7,900,112	7,960,776	8,289,957



## Information Technology

### 2006 Estimated Revenues for the Information Technology Fund

<b>Summit Code</b>	<b>Source</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
542850	Comm. Maintenance & Repair	1,138,471	1,026,688	1,049,988	1,049,988
587001	Cable Fund Midyear Rebates	0	0	0	0
587001	Cable Fund Rebates	0	0	0	0
587001	Community Technology - Cable Fund	479,892	768,968	670,466	730,466
587001	Technology Allocation - Cable Fund	1,100,735	1,242,162	520,075	784,075
587001	Technology Allocation: CF displace GF	0	211,613	211,613	211,613
587001	TV SEA -Cable Franchise	1,516,386	1,904,236	1,773,958	1,773,958
587001	Web Support - Cable Fund	79,459	829,867	680,030	680,030
<b>Total Revenues</b>		<b>35,866,790</b>	<b>38,963,569</b>	<b>38,003,451</b>	<b>39,542,366</b>
379100	Change in Working Capital: IT	(5,101,970)	(2,966,147)	(2,879,119)	(2,807,854)
<b>Total Resources</b>		<b>30,764,820</b>	<b>35,997,422</b>	<b>35,124,332</b>	<b>36,734,512</b>

## Information Technology

### Information Technology Fund

	2004 Actuals	2005 Adopted	2005 Revised	2006 Endorsed	2006 Proposed
<b>Beginning Fund Balance</b>	<b>16,727,774</b>	<b>18,950,542</b>	<b>18,950,542</b>	<b>21,916,689</b>	<b>21,916,689</b>
Accounting and Technical Adjustments	(2,879,202)				
Plus: Actual and Estimated Revenue	35,866,790	38,963,569	38,963,569	38,003,452	39,542,372
Less: Actual and Budgeted Expenditures	30,764,820	35,997,422	35,997,422	35,124,332	36,734,512
<b>Ending Fund Balance</b>	<b>18,950,542</b>	<b>21,916,689</b>	<b>21,916,689</b>	<b>24,795,809</b>	<b>24,724,548</b>
Reserves Against Fund Balance	18,545,469	19,117,529	19,117,529	19,847,002	19,847,002
<b>Total Reserves</b>	<b>18,545,469</b>	<b>19,117,529</b>	<b>19,117,529</b>	<b>19,847,002</b>	<b>19,847,002</b>
<b>Ending Unreserved Fund Balance</b>	<b>405,073</b>	<b>2,799,160</b>	<b>2,799,160</b>	<b>4,948,807</b>	<b>4,877,546</b>

## Capital Improvement Program Highlights

The Department of Information Technology (DoIT) builds, manages and maintains City government information technology infrastructure, including radio, telephone and computer networks used by other City departments to serve constituents. DoIT also manages the City's central data center, which houses most of the computer servers used by City departments, and directs the development of certain computer applications projects on behalf of other departments, primarily the public safety departments.

The Capital Improvement Program (CIP) supports the Department's mission by providing for new investments in, and major upgrades and improvements to, the City's existing technology networks and systems. The DOIT CIP projects in the 2006 Proposed Budget include planning, repair, construction and modification of various improvements to the City's data and communications infrastructure; installation of additional fiber optic cable links and spurs to various locations, including Seattle schools and under-served areas such as south and southeast Seattle; replacement of software, hardware and electronics in the City's telephone and data network to introduce improved service and features useful to City employees and constituents, specifically for 24 hour-a-day access to City services; planning and acquisition of a message switch for public safety agencies; and development and implementation of a replacement records management (RMS) computer system and a replacement computer-aided dispatch (CAD) computer system for the Seattle Police Department.



# Office of Intergovernmental Relations

## Susan Crowley Saffrey, Director

### Contact Information

Department Information Line: (206) 684-8055

City of Seattle General Information: (206) 684-2489 TTY: (206) 615-0476

On the Web at: <http://www.seattle.gov/oir/>

### Department Description

The Office of Intergovernmental Relations (OIR) provides advice and information to, and on behalf of, City elected officials, City departments, and external customers. The primary goal of these efforts is to ensure the City's interests are advanced with international, federal, state, and regional entities to enable the City to better serve the community.

### Proposed Policy and Program Changes

The 2006 Proposed Budget increases funding for federal lobbying related to funding for the Alaskan Way viaduct and seawall replacement projects.

## Intergovernmental Relations

<b>Appropriations</b>	<b>Summit Code</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Intergovernmental Relations Budget Control Level	X1G00	1,343,785	1,674,888	1,688,618	1,837,770
<b>Department Total</b>		<b>1,343,785</b>	<b>1,674,888</b>	<b>1,688,618</b>	<b>1,837,770</b>
<b>Department Full-time Equivalents Total*</b>		<b>11.50</b>	<b>10.50</b>	<b>10.50</b>	<b>10.50</b>

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

<b>Resources</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
General Subfund	1,343,785	1,674,888	1,688,618	1,837,770
<b>Department Total</b>	<b>1,343,785</b>	<b>1,674,888</b>	<b>1,688,618</b>	<b>1,837,770</b>

# Intergovernmental Relations

## Intergovernmental Relations Budget Control Level

### Purpose Statement

The purpose of the Intergovernmental Relations Budget Control Level is to promote and protect the City's federal, state, regional, and international interests by providing strategic advice, representation, and advocacy to, and on behalf of, City elected officials on: federal and state executive and legislative actions; issues and events relating to the City's international relations; and jurisdictional issues involving King County, suburban cities, and regional governmental organizations.

### Summary

Increase General Subfund by \$145,000 to enhance congressional lobbying for federal funding of the Alaskan Way viaduct and seawall projects. This continues a level of effort that was started in 2005 using other City funds.

Citywide adjustments to labor costs increase the budget by \$4,000, for a net increase/reduction from the 2006 Endorsed Budget to the 2006 Proposed Budget of approximately \$149,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Intergovernmental Relations	1,343,785	1,674,888	1,688,618	1,837,770
Full-time Equivalents Total*	0.00	0.00	10.50	10.50

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*





# Legislative Department

## Jan Drago, Council President

### Contact Information

Department Information Line: (206) 684-8888 TTY: (206) 233-0025

City of Seattle General Information: (206) 684-2489 TTY: (206) 615-0476

On the Web at: <http://www.seattle.gov/council/>

### Department Description

The Legislative Department is focused on the mandate of the Seattle City Council. Since 1910, the Council has been the City's representative electoral body, composed of nine at-large, non-partisan elected Councilmembers. The Department has four distinct divisions: the City Council, the Office of the City Clerk, the Central Staff, and Administrative Services. Each section of the Department supports some aspect of the mandated role of the Council, and works with citizens and City departments.

The nine Councilmembers establish City laws, approve the annual budget, oversee the executive operating departments, and ensure the City provides a quality environment for its citizens through its policy making role.

The Office of the City Clerk provides support for the legislative process of the City and the Council, and is the organizational center for two Citywide programs, the Seattle Municipal Archives and Records Management.

Central Staff provides critical policy and budget analysis for Councilmembers and their staff.

Administrative Services provides budget and finance, technology, office systems, human resources, public information, and special projects services to the Legislative Department, Office of City Auditor, and the Office of Professional Accountability Review Board. The Office of Professional Accountability Review Board was created in 2002 to provide citizen oversight of the actual Office of Professional Accountability in the Police Department. This three-member board reports to the Council through the chair of the committee that handles public-safety issues.

### Proposed Policy and Program Changes

The 2006 Proposed Budget increases funding for technical and policy analysis staff added through legislation in mid-year 2005.

## Legislative

<b>Appropriations</b>	<b>Summit Code</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
<b>Legislative Department Budget Control Level</b>					
Administration		2,007,495	2,036,588	2,142,174	2,145,705
Central Staff		1,826,460	2,363,770	2,407,527	2,446,650
City Clerk		1,148,359	1,331,244	1,464,229	1,470,569
City Council		3,027,582	3,189,341	3,284,639	3,302,730
<b>Legislative Department Budget Control Level</b>	<b>G1100</b>	<b>8,009,897</b>	<b>8,920,943</b>	<b>9,298,569</b>	<b>9,365,654</b>
<b>Department Total</b>		<b>8,009,897</b>	<b>8,920,943</b>	<b>9,298,569</b>	<b>9,365,654</b>
<b>Department Full-time Equivalents Total*</b>		<b>81.70</b>	<b>83.70</b>	<b>84.70</b>	<b>85.00</b>
<i>*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.</i>					
		<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
<b>Resources</b>					
General Subfund		8,009,897	8,920,943	9,298,569	9,365,654
<b>Department Total</b>		<b>8,009,897</b>	<b>8,920,943</b>	<b>9,298,569</b>	<b>9,365,654</b>

**Legislative Department Budget Control Level**

**Purpose Statement**

The purpose of the Legislative Department Budget Control Level is to provide legislative policy and oversight to City of Seattle agencies and services, and conduct operational and administrative activities in an efficient and effective manner to support the mission of the Department.

**Program Expenditures**

	<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2006</b>
	<b>Actuals</b>	<b>Adopted</b>	<b>Endorsed</b>	<b>Proposed</b>
Administration	2,007,495	2,036,588	2,142,174	2,145,705
Central Staff	1,826,460	2,363,770	2,407,527	2,446,650
City Clerk	1,148,359	1,331,244	1,464,229	1,470,569
City Council	3,027,582	3,189,341	3,284,639	3,302,730
<b>Total</b>	<b>8,009,897</b>	<b>8,920,943</b>	<b>9,298,569</b>	<b>9,365,654</b>
Full-time Equivalents Total *	81.70	83.70	84.70	85.00

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

**Legislative Department: Administration**

**Purpose Statement**

The purpose of the Administration program is to provide administrative and operational services, including technology services, office systems and services, human resources, finance and accounting, and other technical and logistical support, for the Legislative Department, Office of City Auditor, and the Office of Professional Accountability Review Board.

**Program Summary**

There are no substantive changes from the 2006 Endorsed Budget. Citywide adjustments to labor costs increase the budget by approximately \$4,000.

	<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2006</b>
<b>Expenditures/FTE</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Endorsed</b>	<b>Proposed</b>
Administration	2,007,495	2,036,588	2,142,174	2,145,705
Full-time Equivalents Total*	13.00	13.00	13.00	13.00

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

**Legislative Department: Central Staff**

**Purpose Statement**

The purpose of the Central Staff program is to support the City Council in arriving at sound public policy by providing technical and policy analysis on issues before the Council.

**Program Summary**

Add \$27,000 to fund a 2005-approved 0.3 FTE increase to an existing 0.7 FTE Strategic Advisor-Legislative position. This FTE increase was authorized by Ordinance 121796.

Citywide adjustments to labor costs increase the budget by \$12,000, for a net increase from the 2006 Endorsed Budget to the 2006 Proposed Budget of approximately \$39,000.

	<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2006</b>
<b>Expenditures/FTE</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Endorsed</b>	<b>Proposed</b>
Central Staff	1,826,460	2,363,770	2,407,527	2,446,650
Full-time Equivalents Total*	17.70	17.70	17.70	18.00

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

**Legislative Department: City Clerk**

**Purpose Statement**

The purpose of the City Clerk program is to manage the legislative process for the City Council, preserve and provide access to the City's official and historical records, and provide quick, accurate, thorough, and courteous responses to requests for assistance or information. The Office of the City Clerk is the organizational center for two Citywide programs, the Seattle Municipal Archives and Records Management.

**Program Summary**

There are no substantive changes from the 2006 Endorsed Budget. Citywide adjustments to labor costs increase the budget by \$6,000.

	<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2006</b>
<b>Expenditures/FTE</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Endorsed</b>	<b>Proposed</b>
City Clerk	1,148,359	1,331,244	1,464,229	1,470,569
Full-time Equivalents Total*	15.00	17.00	18.00	18.00

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

## Legislative Department: City Council

### Purpose Statement

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. This program houses the nine elected Councilmembers and their personal staff. The Council represents the City in regional committees working on issues of regional interest.

### Program Summary

There are no substantive changes from the 2006 Endorsed Budget. Citywide adjustments to labor costs increase the budget by \$18,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
City Council	3,027,582	3,189,341	3,284,639	3,302,730
Full-time Equivalents Total*	36.00	36.00	36.00	36.00

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*



# Office of the Mayor

## Greg Nickels, Mayor

### Contact Information

Department Information Line: (206) 684-4000

City of Seattle General Information: (206) 684-2489 TTY: (206) 615-0476

On the Web at: <http://www.seattle.gov/mayor/>

### Department Description

The mission of the Mayor's Office is to provide honest, accessible leadership to residents, employees, and regional neighbors of the City of Seattle that is clear and responsible, in an environment that encourages ideas, civic discourse, and inclusion for the entirety of the City's diverse population, creating an even better place to live, learn, work, and play.

The municipality of Seattle is a "strong Mayor" form of government, with the Mayor governing the Executive Branch as its chief executive officer. More than 25 department and office directors and commission members are appointed by the Mayor, work directly for the Mayor, and have been delegated the day-to-day authority to administer their respective departments, offices, and commissions. 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.

Mayor Nickels has established four priorities for his administration:

- Get Seattle Moving - Recognize that transportation is a vital issue for our economy, the environment, and the people of Seattle.
- Keep Our Neighborhoods Safe - Public safety is the paramount duty of the City and our police and fire personnel will have the training and equipment they need to make Seattle the most-prepared city in the country.
- Create Jobs and Opportunity For All - Economic opportunity means creating jobs and an environment that invites new investment.
- Build Strong Families and Healthy Communities - Foster a renewed commitment to our neighborhoods and recognize that our diverse cultures bring life, vitality, and economic growth to Seattle.

### Proposed Policy and Program Changes

There are no substantive changes from the 2006 Endorsed Budget.

**Mayor**

<b>Appropriations</b>	<b>Summit Code</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Office of the Mayor Budget Control Level	X1A00	2,275,988	2,365,902	2,429,187	2,461,249
<b>Department Total</b>		<b>2,275,988</b>	<b>2,365,902</b>	<b>2,429,187</b>	<b>2,461,249</b>
<b>Department Full-time Equivalents Total*</b>		<b>23.50</b>	<b>22.50</b>	<b>22.50</b>	<b>22.50</b>

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

<b>Resources</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
General Subfund	2,275,988	2,365,902	2,429,187	2,461,249
<b>Department Total</b>	<b>2,275,988</b>	<b>2,365,902</b>	<b>2,429,187</b>	<b>2,461,249</b>



**Office of the Mayor Budget Control Level**

**Purpose Statement**

The purpose of the Mayor's Office is to provide honest, accessible leadership to residents, employees, and regional neighbors of the City of Seattle that is clear and responsible in an environment that encourages ideas, civic discourse, and inclusion for the entirety of the City's diverse population, creating an even better place to live, learn, work, and play.

**Summary**

There are no substantive changes from the 2006 Endorsed Budget. Citywide adjustments to labor costs increase the budget by \$32,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Office of the Mayor	2,275,988	2,365,902	2,429,187	2,461,249
Full-time Equivalents Total*	23.50	22.50	22.50	22.50

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*



# Personnel Department

## Norma McKinney, Director

### Contact Information

Department Information Line: (206) 684-7999

City of Seattle General Information: (206) 684-2489 TTY: (206) 615-0476

On the Web at: <http://www.seattle.gov/Personnel>

### Department Description

The Personnel Department provides human resource services, tools, and expert assistance to departments, policymakers, employees, and the public so the City of Seattle's diverse work force is deployed, supported, and managed fairly to accomplish the City's business goals in a cost-effective and safe manner. The Personnel Department has four primary areas of operation:

- Employment and Training provides staffing services, mediation, employee development opportunities, and technical assistance to all City departments so the City can meet its hiring needs efficiently, comply with legal guidelines, and help organizations, departments, and employees accomplish the City's work.
- Employee Health Services makes available quality, cost-effective employee benefits, health care, workers' compensation, and safety services to maintain and promote employee health and productivity. In addition, this program administers the Seattle Voluntary Deferred Compensation Plan and Trust.
- Citywide Personnel Services provides human resources systems, policy advice, information management, finance and accounting services, and expert assistance to departments, policymakers, and employees.
- City/Union Relations and Classification/Compensation Services supports efforts to ensure the City's work environment is effective, efficient, and fair, and its diverse work force is managed and compensated fairly.

### Proposed Policy and Program Changes

The Personnel Department continues its migration from a paper-based to a technology-focused department. A departmentwide reorganization shifts staff and responsibilities among programs, resulting in a consolidation of technical staff in the Citywide Personnel Services Program. A new position will support data maintenance and ongoing technology needs.

After several years of reductions, a training position is increased from part-time to full-time to offer classes needed by City workers that are now provided by consultants.

## Personnel

<b>Appropriations</b>	<b>Summit Code</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
City/Union Relations and Class/Comp Services Budget Control Level	N4000	2,474,818	2,637,974	2,706,090	2,522,663
Citywide Personnel Services Budget Control Level	N3000	2,920,234	2,243,884	2,317,812	2,965,521
Employee Health Services Budget Control Level	N2000	2,620,651	2,808,045	2,877,230	2,875,097
Employment and Training Budget Control Level	N1000	2,137,217	2,251,757	2,298,953	1,863,519
<b>Department Total</b>		<b>10,152,919</b>	<b>9,941,660</b>	<b>10,200,085</b>	<b>10,226,800</b>
<b>Department Full-time Equivalents Total*</b>		<b>128.00</b>	<b>101.50</b>	<b>101.50</b>	<b>103.00</b>
<i>*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.</i>					
<b>Resources</b>		<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
General Subfund		10,152,919	9,941,660	10,200,085	10,226,800
<b>Department Total</b>		<b>10,152,919</b>	<b>9,941,660</b>	<b>10,200,085</b>	<b>10,226,800</b>

**City/Union Relations and Class/Comp Services Budget Control Level**

**Purpose Statement**

The purpose of the City/Union Relations and Classification/Compensation Services Budget Control Level is to ensure the City's work environment is effective and efficient, and its diverse work force is managed and compensated fairly. City/Union Relations staff provide technical and professional labor-relations services to policymakers and management staff of all City departments. The Class/Comp staff develop pay programs, perform compensation analysis, and provide classification services and organizational consultation to all City departments.

**Summary**

As part of a departmentwide reorganization of staff and resources, reduce this program's budget by \$118,000.

Transfer 1.0 FTE HRIS Analyst position and \$75,000 to the Citywide Personnel Services program to consolidate analyst positions in the Information Management unit.

Citywide adjustments to labor costs increase the budget by \$10,000, for a net reduction from the 2006 Endorsed Budget to the 2006 Proposed Budget of approximately \$183,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
City/Union Relations and Class/Comp Services	2,474,818	2,637,974	2,706,090	2,522,663
Full-time Equivalents Total*	29.50	25.50	25.50	24.50

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

**Citywide Personnel Services Budget Control Level**

**Purpose Statement**

The purpose of the Citywide Personnel Services Budget Control Level is to establish Citywide personnel rules and provide human resources systems, policy advice, information management, finance and accounting services, contingent work force oversight, and expert assistance to departments, policymakers, and employees so the City can accomplish its business goals in a cost-effective manner. This program includes Policy Development, Information Management, Finance and Accounting, Temporary Employment Services, and other internal support services.

**Summary**

As part of a departmentwide reorganization of staff and resources, increase this program's budget by \$218,000.

Transfer the Temporary Employment Services unit from the Employment and Training program. This transfer includes \$234,000 and 1.0 FTE Personnel Specialist, Assistant and 2.0 FTE Temporary Employment Specialists.

Transfer 0.5 FTE of an existing Administrative Specialist II position and \$33,000 from the Employment and Training program, allowing greater administrative support for the department while maintaining services to the Fire and Police Examinations unit in the Employment and Training program.

Transfer 1.0 FTE HRIS Analyst position and \$75,000 from the City/Union Relations program to consolidate analyst positions in the Information Management unit.

Add one 1.0 FTE regular Management Systems Analyst position to assume ongoing technology development tasks formerly performed by temporary employees. Transfer in \$82,000 from the Employment and Training program to fund this new position.

Citywide adjustments to labor costs increase the budget by \$6,000, for a net increase from the 2006 Endorsed Budget to the 2006 Proposed Budget of approximately \$648,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Citywide Personnel Services	2,920,234	2,243,884	2,317,812	2,965,521
Full-time Equivalents Total*	25.00	22.00	22.00	27.50

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

**Employee Health Services Budget Control Level**

**Purpose Statement**

The purpose of the Employee Health Services Budget Control Level is to provide quality, cost-effective employee benefits, health care, workers' compensation, and safety programs to maintain and promote employee health and productivity. This program also includes administration of the Seattle Voluntary Deferred Compensation Plan and Trust.

**Summary**

As part of a departmentwide reorganization of staff and resources, reduce this program's budget by \$8,000.

Citywide adjustments to labor costs increase the budget by \$6,000, for a net reduction from the 2006 Endorsed Budget to the 2006 Proposed Budget of approximately \$2,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Employee Health Services	2,620,651	2,808,045	2,877,230	2,875,097
Full-time Equivalents Total*	27.00	26.00	26.00	26.00

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

**Employment and Training Budget Control Level**

**Purpose Statement**

The purpose of the Employment and Training Budget Control Level is to provide staffing services, employee-development opportunities, mediation, and technical assistance to all City departments so the City can meet its hiring needs efficiently, maintain legal compliance, and help organizations and employees accomplish the City's work in a productive and cost-effective manner. This control level includes the Police and Fire Exams, Employment, Supported Employment, EEO, Alternative Dispute Resolution, and Career Quest units.

**Summary**

Increase a 0.5 FTE Training Development and Program Coordinator position to full time, reducing spending on outside vendors and providing more computer training classes with City staff.

As part of a department-wide reorganization of staff and resources, reduce this program's budget by \$171,000.

Transfer 0.5 FTE of an existing Administrative Specialist II position and \$33,000 to the Citywide Personnel Services program, allowing greater administrative support for the department while maintaining services to the Fire and Police Examinations unit in the Employment and Training program.

Transfer the Temporary Employment Services unit to the Citywide Personnel Services program. This transfer includes \$234,000 and 1.0 FTE Personnel Specialist, Assistant and 2.0 FTE Temporary Employment Specialists.

Citywide adjustments to labor costs increase the budget by \$4,000, for a net reduction from the 2006 Endorsed Budget to the 2006 Proposed Budget of approximately \$435,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Employment and Training	2,137,217	2,251,757	2,298,953	1,863,519
Full-time Equivalents Total*	46.50	28.00	28.00	25.00

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*



# Personnel Compensation Trust Funds

## Department Description

The Personnel Compensation Trust Funds are five subfunds of the General Fund administered by the Personnel Department. These five funds serve as a means to manage Citywide contractual obligations on behalf of employees and City departments. City departments transfer monies to these subfunds, which are then paid out to various insurance companies, service providers, and individuals. The five subfunds are the Group Term Life Insurance Subfund, the Health Care Subfund, the Industrial Insurance Subfund, the Special Employment Subfund, and the Unemployment Compensation Subfund.

## Proposed Policy and Program Changes

In 2006, the accounting methodology for the Special Employment Subfund is changed to directly charge City departments for all expenses related to temporary, work study, and intern employees hired through the Special Employment Program. This change nearly eliminates all revenues and expenditures of this subfund.

2005 and 2006 projected medical claims are higher than originally forecasted, requiring the use of nearly all of the Rate Stabilization Fund contained within the Health Care Subfund. Newly-settled labor contracts provide for a new mechanism for sharing costs of increased medical costs between the City and employees. The City will first experience the greatest impacts of the new cost-sharing in 2007.

There are no substantive changes from the 2006 Endorsed Budget for the other subfunds.

## Personnel Compensation Trust Funds

<b>Appropriations</b>	<b>Summit</b>	<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2006</b>
	<b>Code</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Endorsed</b>	<b>Proposed</b>
Group Term Life Budget Control Level	NA000	865,995	835,000	835,000	850,000
Health Care Budget Control Level	NM000	81,841,667	85,373,087	95,479,617	97,930,108
Industrial Insurance Budget Control Level	NR500	13,076,719	12,110,305	12,169,452	14,440,467
Special Employment Budget Control Level	NT000	8,374,753	15,000,000	15,000,000	150,000
Unemployment Compensation Budget Control Level	NS000	2,198,958	2,975,000	3,025,000	3,030,000
<b>Department Total</b>		<b>106,358,092</b>	<b>116,293,392</b>	<b>126,509,069</b>	<b>116,400,575</b>
<b>Resources</b>		<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2006</b>
Other		<b>Actuals</b>	<b>Adopted</b>	<b>Endorsed</b>	<b>Proposed</b>
		106,358,092	116,293,392	126,509,069	116,400,575
<b>Department Total</b>		<b>106,358,092</b>	<b>116,293,392</b>	<b>126,509,069</b>	<b>116,400,575</b>

# Personnel Compensation Trust Funds

## Group Term Life Budget Control Level

### Purpose Statement

The purpose of the Group Term Life Budget Control Level is to provide appropriation authority for the City's group term life insurance, long-term disability insurance, and accidental death and dismemberment insurance.

### Summary

Increase anticipated expenditures by \$15,000 to reflect updated claims assumptions.

	<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2006</b>
<b>Expenditures</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Endorsed</b>	<b>Proposed</b>
Group Term Life Program	865,995	835,000	835,000	850,000

# Personnel Compensation Trust Funds

## Health Care Budget Control Level

### Purpose Statement

The purpose of the Health Care Budget Control Level is to provide for the City's medical, dental, and vision insurance programs; the Flexible Spending Account; the Employee Assistance Program; and COBRA. The City is self-insured for some medical insurance plans and carries insurance for other medical plans, and for all dental and vision plans.

### Summary

The City has agreed to new labor contracts with many of its unions, changing the prior agreements for City and employee contributions to cover the cost of providing medical, dental, and vision coverage to employees. One provision of the new agreement provides for a nearly complete use of the Rate Stabilization Fund contained within the Health Care Subfund in 2006 to keep costs to City departments and employees at expected levels. Benefit changes provided in the new agreement and an increase in medical claims beyond projections raise expected expenditures by \$2.45 million in 2006.

<b>Expenditures</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Health Care Program	81,841,667	85,373,087	95,479,617	97,930,108

# Personnel Compensation Trust Funds

## Industrial Insurance Budget Control Level

### Purpose Statement

The purpose of the Industrial Insurance Budget Control Level is to provide for medical claims, preventive care, workplace safety programs, and directly related administrative expenses. Since 1972, the City of Seattle has been a self-insured employer as authorized under State law. The Industrial Insurance Subfund receives payments from City departments to pay for medical claims, preventive care, workplace safety programs, and directly-related administrative expenses.

### Summary

Increase expected claims costs by \$2.27 million to recognize an increase in the payments to injured workers assessed by the State Labor and Industries committee.

<b>Expenditures</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Industrial Insurance Program	13,076,719	12,110,305	12,169,452	14,440,467

# Personnel Compensation Trust Funds

## Special Employment Budget Control Level

### Purpose Statement

The purpose of the Special Employment Budget Control Level is to provide appropriation authority for the City's costs to hire temporary workers. Revenue and appropriations for these costs are managed through the Special Employment Subfund of the General Fund through the end of 2005.

### Summary

Decrease expected expenditures by \$14.85 million to recognize a change in accounting practice for this subfund. Starting in 2006, all expenses related to employees hired through the Special Employment program will be charged directly to City departments, rather than passing through the Special Employment Subfund. This program occasionally provides employees to outside agencies, accounting for the small remaining expenditures.

	<b>2004</b>	<b>2005</b>	<b>2006</b>	<b>2006</b>
<b>Expenditures</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Endorsed</b>	<b>Proposed</b>
Special Employment Program	8,374,753	15,000,000	15,000,000	150,000

# Personnel Compensation Trust Funds

## Unemployment Compensation Budget Control Level

### Purpose Statement

The purpose of the Unemployment Compensation Budget Control Level is to provide the budget authority for the City to pay unemployment compensation expenses. The City is self-insured employer with respect to the payment of unemployment compensation. The Unemployment Compensation Subfund contains the revenues and expenditures associated with the City's unemployment insurance costs for employees.

### Summary

Increase expenditures by \$5,000 to pay for increased costs for the third party administration of this program.

<b>Expenditures</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Unemployment Compensation Program	2,198,958	2,975,000	3,025,000	3,030,000

## Personnel Compensation Trust Funds

### Group Term Life Subfund

	2004 Actuals	2005 Adopted	2005 Revised	2006 Endorsed	2006 Proposed
<b>Beginning Fund Balance</b>	<b>372,391</b>	<b>380,191</b>	<b>268,750</b>	<b>616,720</b>	<b>616,720</b>
Accounting and Technical Adjustments					
Plus: Actual and Estimated Revenue	762,354	842,000	1,083,940	902,000	875,000
Less: Actual and Budgeted Expenditures	865,995	835,000	735,970	835,000	850,000
<b>Ending Fund Balance</b>	<b>268,750</b>	<b>387,191</b>	<b>616,720</b>	<b>683,720</b>	<b>641,720</b>



## Personnel Compensation Trust Funds

### Health Care Subfund

	2004 Actuals	2005 Adopted	2005 Revised	2006 Endorsed	2006 Proposed
<b>Beginning Fund Balance</b>	5,338,488	7,328,407	10,591,457	13,367,487	13,367,487
Accounting and Technical Adjustments					
Plus: Actual and Estimated Revenue	87,094,636	90,179,410	90,296,911	96,455,420	99,185,147
Less: Actual and Budgeted Expenditures	81,841,667	85,373,087	87,520,881	95,479,617	97,930,108
<b>Ending Fund Balance</b>	<b>10,591,457</b>	<b>12,134,730</b>	<b>13,367,487</b>	<b>14,343,290</b>	<b>14,622,526</b>
Reserves Against Fund Balance	10,591,457	10,449,522	10,449,522	11,703,465	12,522,707
<b>Total Reserves</b>	<b>10,591,457</b>	<b>10,449,522</b>	<b>10,449,522</b>	<b>11,703,465</b>	<b>12,522,707</b>
<b>Ending Unreserved Fund Balance</b>	<b>0</b>	<b>1,685,208</b>	<b>2,917,965</b>	<b>2,639,825</b>	<b>2,099,819</b>

## Personnel Compensation Trust Funds

### Industrial Insurance Subfund

	2004 Actuals	2005 Adopted	2005 Revised	2006 Endorsed	2006 Proposed
<b>Beginning Fund Balance</b>	<b>4,902,920</b>	<b>4,883,035</b>	<b>4,749,901</b>	<b>4,925,058</b>	<b>4,925,058</b>
Accounting and Technical Adjustments					
Plus: Actual and Estimated Revenue	12,923,700	11,350,000	13,017,627	11,450,000	13,402,000
Less: Actual and Budgeted Expenditures	13,076,719	12,110,305	12,842,470	12,169,452	14,440,467
<b>Ending Fund Balance</b>	<b>4,749,901</b>	<b>4,122,730</b>	<b>4,925,058</b>	<b>4,205,606</b>	<b>3,886,591</b>
Reserve Requirement	2,746,796	2,519,285	2,519,285	2,527,809	2,800,000
<b>Total Reserves</b>	<b>2,746,796</b>	<b>2,519,285</b>	<b>2,519,285</b>	<b>2,527,809</b>	<b>2,800,000</b>
<b>Ending Unreserved Fund Balance</b>	<b>2,003,105</b>	<b>1,603,445</b>	<b>2,405,773</b>	<b>1,677,797</b>	<b>1,086,591</b>

# Personnel Compensation Trust Funds

## Special Employment Program Subfund

	2004 Actuals	2005 Adopted	2005 Revised	2006 Endorsed	2006 Proposed
<b>Beginning Fund Balance</b>	<b>1,246,739</b>	<b>1,598</b>	<b>105,169</b>	<b>108,707</b>	<b>108,707</b>
Accounting and Technical Adjustments					
Plus: Actual and Estimated Revenue	7,233,183	15,000,000	7,008,457	15,000,000	162,000
Less: Actual and Budgeted Expenditures	8,374,753	15,000,000	7,004,919	15,000,000	150,000
<b>Ending Fund Balance</b>	<b>105,169</b>	<b>1,598</b>	<b>108,707</b>	<b>108,707</b>	<b>120,707</b>
 <b>Total Reserves</b>	 <b>0</b>	 <b>0</b>			
 <b>Ending Unreserved Fund Balance</b>	 <b>105,169</b>	 <b>1,598</b>	 <b>108,707</b>	 <b>108,707</b>	 <b>120,707</b>

## Personnel Compensation Trust Funds

### Unemployment Compensation Subfund

	2004 Actuals	2005 Adopted	2005 Revised	2006 Endorsed	2006 Proposed
<b>Beginning Fund Balance</b>	<b>479,032</b>	<b>1,289,073</b>	<b>2,193,416</b>	<b>2,477,067</b>	<b>2,477,067</b>
Accounting and Technical Adjustments					
Plus: Actual and Estimated Revenue	3,913,342	2,950,000	3,040,249	3,000,000	3,000,000
Less: Actual and Budgeted Expenditures	2,198,958	2,975,000	2,756,598	3,025,000	3,030,000
<b>Ending Fund Balance</b>	<b>2,193,416</b>	<b>1,264,073</b>	<b>2,477,067</b>	<b>2,452,067</b>	<b>2,447,067</b>
Reserves Against Fund Balance	500,000	500,000	500,000	500,000	500,000
<b>Total Reserves</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>	<b>500,000</b>
<b>Ending Unreserved Fund Balance</b>	<b>1,693,416</b>	<b>764,073</b>	<b>1,977,067</b>	<b>1,952,067</b>	<b>1,947,067</b>

# Office of Policy and Management

## Mary Jean Ryan, Director

### Contact Information

Department Information Line: (206) 684-8041

City of Seattle General Information: (206) 684-2489 TTY: (206) 615-0476

### Department Description

The Office of Policy & Management (OPM) assists the Mayor and Council in developing and analyzing policy on issues facing the City. In addition, OPM coordinates and leads initiatives and projects that involve multiple City departments. For example, complex real estate development projects require the participation of a variety of disciplines and City departments, as well as external stakeholders. OPM also works to develop partnerships to achieve City goals, taking advantage of the talent and perspectives of various private, public and community partners. OPM monitors critical external factors affecting Seattle's economic and community health, and recommends appropriate strategies. Finally, OPM works with other City departments to ensure progress is being made on high priority work items.

### Proposed Policy and Program Changes

The 2006 Proposed Budget increases funding for management of property development at Northgate, transit-oriented development planning related to Southeast Seattle, and an evaluation of the Seattle Municipal Court's Community Court program.

## Policy & Management

<b>Appropriations</b>	<b>Summit Code</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Policy and Management Budget Control Level	X1X00	2,045,950	1,640,362	1,685,412	2,027,269
<b>Department Total</b>		<b>2,045,950</b>	<b>1,640,362</b>	<b>1,685,412</b>	<b>2,027,269</b>
<b>Department Full-time Equivalents Total*</b>		<b>16.00</b>	<b>15.00</b>	<b>15.00</b>	<b>16.00</b>

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

<b>Resources</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
General Subfund	2,045,950	1,640,362	1,685,412	2,027,269
<b>Department Total</b>	<b>2,045,950</b>	<b>1,640,362</b>	<b>1,685,412</b>	<b>2,027,269</b>

## Policy and Management Budget Control Level

### Purpose Statement

The purpose of the Policy and Management Budget Control Level is to provide policy assessment support to the Mayor and Council on major policy issues facing the City, and oversee progress on major projects and initiatives.

### Summary

Add \$120,000 to fund a project manager to coordinate the City's activities in the development of private and public properties at Northgate.

Add \$30,000 to fund an evaluation of the Seattle Municipal Court's new Community Court pilot program targeting chronic offenders who fail to comply with sanctions and fail to appear for court.

Add \$110,000 and 1.0 FTE Strategic Advisor 3, as well as \$75,000 in consulting funds, for transit-oriented development planning related to the Southeast Seattle Action Agenda.

Citywide adjustments to labor costs increase the budget by \$7,000, for a net increase from the 2006 Endorsed Budget to the 2006 Proposed Budget of approximately \$342,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Policy and Management	2,045,950	1,640,362	1,685,412	2,027,269
Full-time Equivalents Total*	16.00	15.00	15.00	16.00

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*





# Office of Sustainability and Environment

## Steve Nicholas, Director

### Contact Information

Department Information Line: (206) 615-0817

City of Seattle General Information: (206) 684-2489 TTY: (206) 615-0476

On the Web at: <http://www.seattle.gov/environment>

### Department Description

The Office of Sustainability and Environment (OSE) promotes healthy, resource-efficient, environmentally sustainable practices by the City government and in the community. In addition, OSE leads the development and implementation of the City's Environmental Action Agenda (EAA), a cross-departmental strategy for environmental stewardship and sustainability development. Specifically, OSE works with City departments and other partners to advance the EAA's three goals:

- Reduce human and environmental risks, and lower City operating costs through increased resource efficiency and waste reduction;
- Protect and seek opportunities to restore ecological function through more sustainable approaches to managing the built environment, urban forest, and green spaces; and
- Improve mobility, environmental quality, and social equity through smart transportation services and solutions.

### Proposed Policy and Program Changes

In 2006, OSE continues its collaboration with City agencies, business groups, nonprofit organizations, and other partners to protect and enhance Seattle's distinctive environmental quality and livability. Specifically, a Planning and Development Specialist position and funding are added to complete the Climate Protection Action Plan and to assist with the implementation of the Plan across City departments. This position, added only for 2006, performs research and analysis, and provides reports on climate protection issues to the Green Ribbon Commission, a panel of high-level business, government, and civic leaders charged with providing a set of recommendations to reduce global warming pollution in Seattle.

The budget also includes funding for the City's share of the cost of a position provided through an exchange program with the federal Environmental Protection Agency (EPA). The EPA provides a senior-level staff with a strong background in environmental management, policy, and analysis. The partnership allows OSE to work with City departments to implement the green building program, expand on green purchasing efforts with the Department of Executive Administration, and promote the use of green products in City projects.

## Sustainability & Environment

<b>Appropriations</b>	<b>Summit Code</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Office of Sustainability and Environment Budget Control Level	<b>X1000</b>	445,917	506,184	519,080	611,674
<b>Department Total</b>		<b>445,917</b>	<b>506,184</b>	<b>519,080</b>	<b>611,674</b>
<b>Department Full-time Equivalents Total*</b>		<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>5.00</b>

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

<b>Resources</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
General Subfund	445,917	506,184	519,080	611,674
<b>Department Total</b>	<b>445,917</b>	<b>506,184</b>	<b>519,080</b>	<b>611,674</b>

# Sustainability & Environment

## Office of Sustainability and Environment Budget Control Level

### Purpose Statement

The purpose of the Office of Sustainability and Environment Budget Control Level is to reduce the impact of City government operations and services on the environment, and to promote more resource-efficient and environmentally responsible practices by Seattle businesses, institutions, and households.

### Summary

Add 1.0 FTE Planning and Development Specialist and \$53,000 in 2006 only, to complete Seattle's Climate Protection Action Plan. The position performs research and analysis and provides reports to the Green Ribbon Commission, a panel of high-level business, government, and civic leaders charged with providing a set of recommendations to reduce global warming pollution in Seattle. This regular position assumes tasks formerly performed by temporary employees.

Add \$30,000 for the City's share of the cost of a position provided through an exchange program with the federal Environmental Protection Agency (EPA). This position assists departments with the implementation of the City's green building policy and program and green purchasing efforts, and works with private developers to accelerate the adoption of green building practices.

Increase the budget by \$8,000 in 2006 only for unanticipated unemployment claims costs.

Citywide adjustments to labor costs increase the budget by \$2,000, for a net increase from the 2006 Endorsed Budget to the 2006 Proposed Budget of approximately \$93,000.

<b>Expenditures/FTE</b>	<b>2004 Actuals</b>	<b>2005 Adopted</b>	<b>2006 Endorsed</b>	<b>2006 Proposed</b>
Office of Sustainability and Environment	445,917	506,184	519,080	611,674
Full-time Equivalents Total*	4.00	4.00	4.00	5.00

*\*FTE totals provided for information purposes only. Authorized positions are reflected in the Position List Appendix.*

