

## **AGENDA**

**DES MOINES CITY COUNCIL  
BUDGET RETREAT  
City Council Chambers  
21630 11<sup>th</sup> Avenue S, Des Moines, Washington**

**August 12, 2017 – 9:00 a.m. – 2:00 p.m.**

**CALL TO ORDER**

**OPENING COMMENTS**

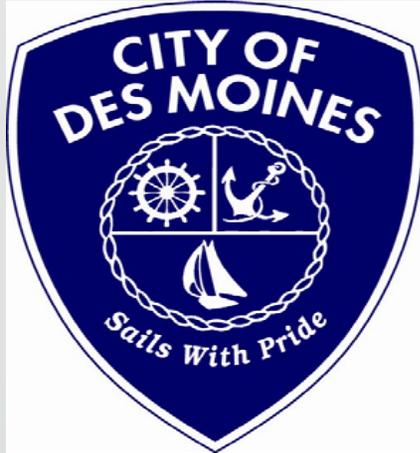
**SUSTAINABILITY**

**PRESENTATIONS**

- **SUCCESSION PLANNING**

**PROPOSED PRELIMINARY BUDGET**

**ADJOURNMENT**



# CITY COUNCIL BUDGET RETREAT

August 12, 2017

# City Manager Opening Comments

**Staff Presentation** *(Format-this is both a report format including narrative and power point)*

- Principle-the overarching principle of our budget discussions will be to establish (which we have done) and maintain a sustainable budget that balances structural expenditures with structural revenue.
- Today, we will review:
  - where we have been
  - where we are
  - where we are heading
- We will discuss the preliminary 2018 budget in terms of:
  - sustainability
  - succession planning, and
  - the organizational impacts of these strategic requirements

**Council Questions, Feedback, Discussion, and Direction**

# Reflections on the Past

Where we have been.....

- In 2014 the State Auditor issued a finding based on:
  - The precarious situation the City was in
    - based on the gap between structural expenditures (greater) and structural revenue (lesser)
    - the use of one-time money to cover the gap
  - Danger of relying on one time money
    - one time, uncertain and unpredictable
- No long term plan to address this dangerous position.

# Reflections on the Past (2)

Where we have been.....

- Two years ago today: August 2015 Budget Retreat (2016 Budget).
- When we started the budget process, the outlook for the City was to be bankrupt in 2017.
- Essentially the dangerous strategy of utilizing one time money to balance structural commitments in the budget had come home to roost.
- As the Council reviewed the 2016 budget:
  - Radical new revenue increases
  - Extreme and painful expenditure reductions
  - First 5-year Budget Forecast

## In early 2016:

- Furloughs were instituted to address the cash flow situation identified in 2015.
- The City underwent a transition in leadership:
  - New City Council leadership – Mayor Pina and Deputy Mayor Pennington
  - I was given responsibility to prepare the budget for 2017
- Perhaps most importantly – we started to focus on the **revenue side of the equation**
  - All possible revenue generation options were being explored
  - Enough cannot be said about the leadership of Mayor Pina and the entire City Council in addressing the City's revenue structure
  - Red Light Running – Automated Enforcement
- We established, based on City Council concurrence, that the overarching structure for our budget was to become and remain sustainable.

# This time last year....

- Employee morale was significantly impacted.
- Police Department was seriously understaffed.
- A few other notable dynamics we faced last year:
  - The Marina was overrun by Pokemon gamers
  - The City was in the recruitment process for new City Manager
- But the tides had begun to turn based on decisive actions by City Leadership.

## This time last year (2)....

- On the more positive side:
  - Economic Development Initiatives were taking root
  - Panattoni was awarded the Federal Aviation Administration new regional headquarters to be built at Des Moines Creek Business Park
  - City had successfully negotiated new Franchise Agreements
  - The negative cash flow situation had been resolved
  - Furloughs were canceled at last year's budget retreat

# Transition to Sustainability - 2016

- The City successfully applied for the Metro Community Connections Pilot program to provide service from the Angle Lake Light Rail station through the Business Park (and FAA facility) to the downtown and Marina.
- The City received an Economic Development grant from the Port of Seattle to review Marina development options.
- With new leadership at the City, the City Manager held a senior staff retreat to begin the process of reorganizing our governmental structure to implement City Council policy and City services centered on functionality.

## Some of those changes:

- City Attorney & COO
- PW and CD reorganizations: Community Development Director & Public Works Director

## Transition to Sustainability - 2017 Budget

- We hired a legislative advocate to support our legislative agenda in Olympia.
- We hired a communications consultant to provide recommendations on the City's communications effectiveness and strategy going forward.
- We authorized new Police Officer Positions.
- We created a Sustainable Paving Program.
- City Council adopted a 2017 structurally sustainable budget.
  - No one-time Revenue!

# Transition to Sustainability in 2017

## Where we are....

- Today you will hear about our proposed budget and the twin dynamics of sustainability and succession planning.
- Before we start that portion of this presentation let us recount where we are today in 2017:
  - Staff reorganization and this relates to our succession planning we will discuss shortly.
  - All labor contracts have been negotiated and are completed with the exception of formalizing the general employees compensation.
    - The value of completing these agreements is that it establishes the financial responsibility of the City – thereby allowing the City to make accurate budget projections based on future commitments.
  - Police department has added 4 new faces on Patrol.
    - Has successfully underwent a change in leadership at the Commander level.
    - Commander Bohl has moved up to the new Assistant Chief position.
    - A new detective position has been authorized to enhance participation on regional law enforcement activities and on the Violent Crimes Task Force.

# Transition to Sustainability in 2017 (2)

Where we are.....

- An interdepartmental strategy culminated in development of the Pacific Ridge Strategic Plan involving Code Enforcement, Public Works, Legal and Police.
  - New crime analytics software is aiding PD in crime analysis
- Significant economic development activity is occurring at the Des Moines Creek Business Park and adjacent properties.
- City staff are actively engaged in emergency management planning.
- City is capitalizing on opportunities to receive potential investment from the Port of Seattle based on stronger relationships.
- At the same time, we are actively challenging the Airport to mitigate impacts from aircraft operations.

# Sustainable Budget

Where we are going.....

- In 2018 we will continue to emphasize the revenue side of the equation.
- We will continue to work hard to hold the line on expenditures with typical increases in certain areas, including increasing or restoring the percentage of FTE's in some areas.
- Several important revenue sources have been put into place:
  - Paid Parking at the Marina (bulkhead replacement, law enforcement, and emergency management)
  - Franchise agreements with local utility districts
  - Red light photo enforcement (proceeds used to fund public safety)
- Additionally, there is an ongoing increase in some of the structural revenue sources as a result of the Business Park going into increased operation and other developments.
- We established a Development Fund 105 to protect and smooth out impacts from macro-economic phenomenon reflective of both growth and potential contraction in the economy.

# Succession Planning

- Every organization must plan for the future and be able to respond instantly if someone wins the lotto or is planning on separation.
- We are planning by reorganizing and creating opportunities within our work force.
  - This aids the succession planning process
  - It also helps create incentives for talented employees to stay at the City
- This succession planning process also informs our budget planning.

# Review of Department Succession Plans (2)

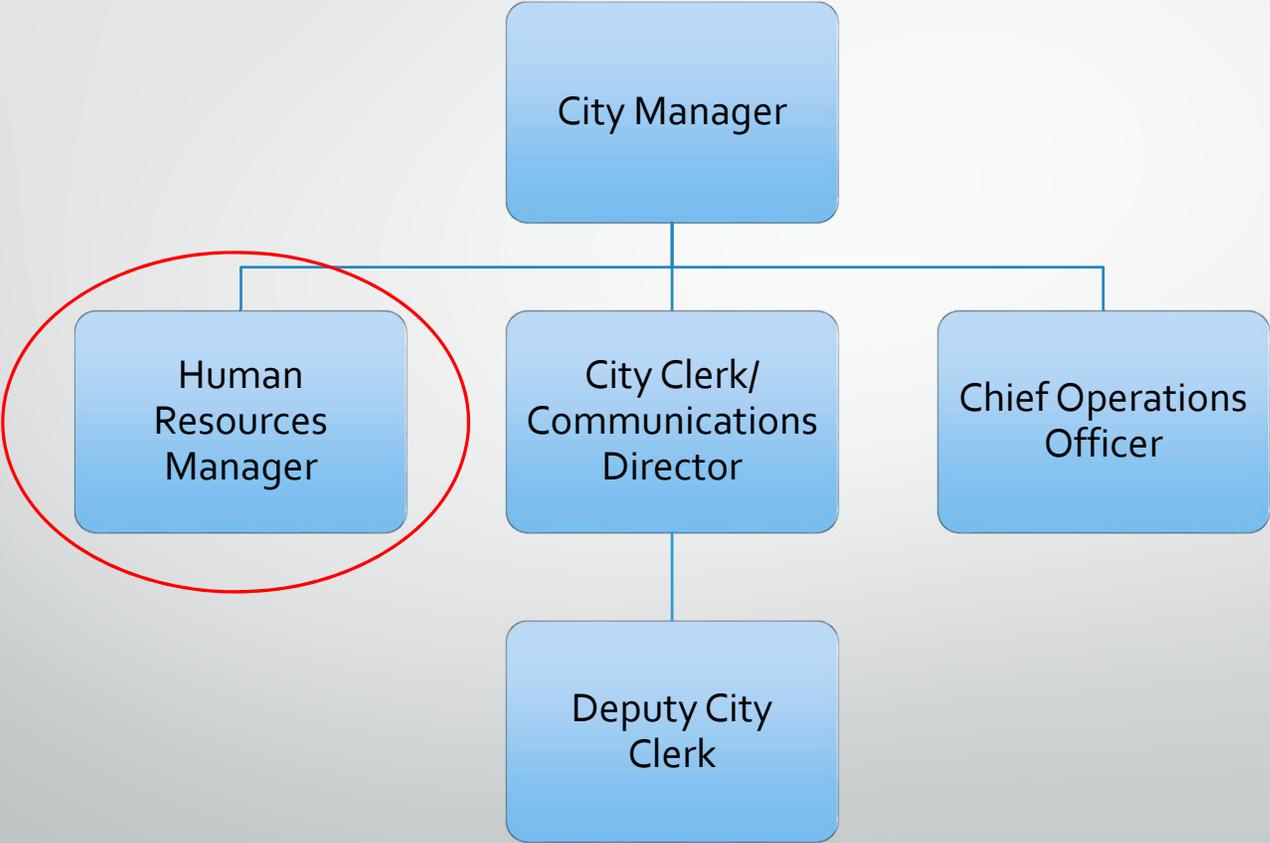
- City Manager's Office
- Police Department
- City Attorney's Office
- Municipal Court
- Finance & Technology Services
- Public Works
- Community Development
- Parks, Recreation, and Senior Services (ppt)
- Marina

We will continue to work on these and present more at the City Council Planning Retreat in November.

# Review of Department Succession Plans

- City Manager's Office:
  - By sharing leadership and providing an inclusive process, either Tim or Dan are prepared to step up into this role until City Council is able to decide the appropriate hiring process.
  - We recently hired a Deputy City Clerk so that this important function would remain intact.
  - Creating the COO enabled operational continuity from a comprehensive perspective and establishes an institutional antidote to "silos".
  - Communications Director.
  - Human Resources Manager.

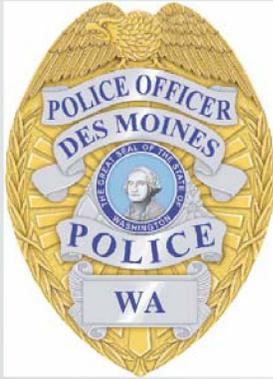
# City Manager's Office





# Des Moines Police Department

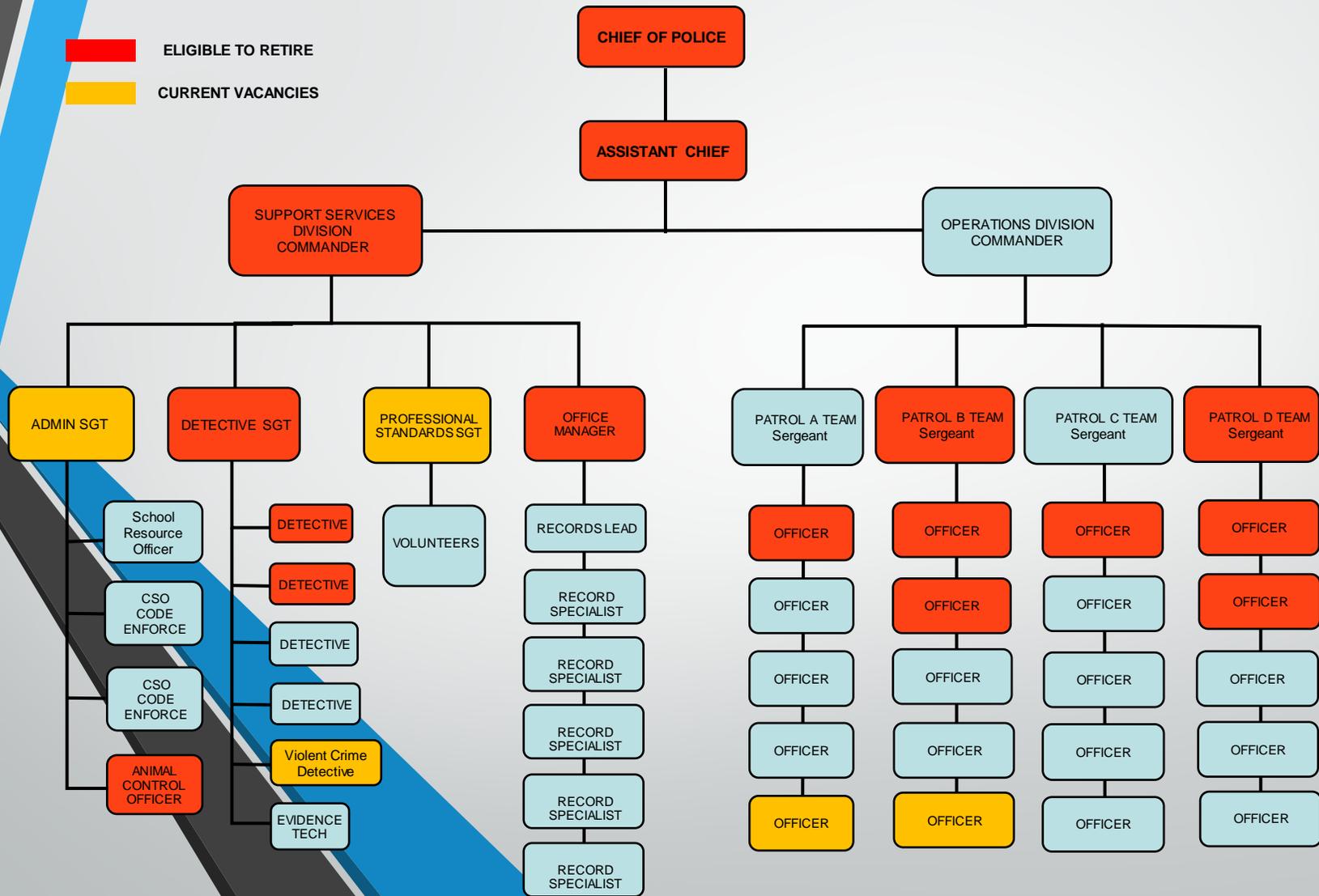
## Succession Plan



## Attrition Issue - Next 3-5 Years

- 16 or 35% of Department Staff eligible to retire.
- This includes 14 or 40% of our Commission Staff eligible to retire.

ELIGIBLE TO RETIRE  
 CURRENT VACANCIES





## SUCCESSION PLAN

Priority need to hire additional officers:

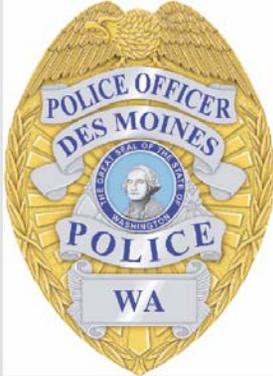
- Instituted a police hiring incentive program.
- Working with Civil Service Commission to streamline our hiring process without lowering our standards.
- Early talks about increasing allocated FTE's due to projected attrition issue.
- Providing additional opportunities for professional growth to maintain current staff.



# SUCCESSION PLAN

## Chief / Assistant Chief Succession

- Continue to coach and mentor Commanders on internal functions of organization.
- Allow Commanders to serve in the Acting Chief role during absence of Chief and Assistant Chief.
- Encourage to seek professional development courses to advance to executive level of the organization.



# SUCCESSION PLAN

## Commander Succession

- Fill vacant Admin / Professional Standards Sergeant Positions.
- Sergeants serve in Acting Commander role.
- Encourage to seek advanced professional development courses to advance to command level of the organization.



# SUCCESSION PLAN

## Sergeant Succession

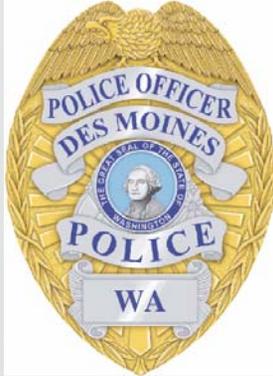
- Currently have Sergeant Promotional Eligibility List.
- Patrol Sergeants mentor our officers and allow to serve in Acting Sergeant role.
- Encourage to seek advanced professional development courses to move into this first level supervision role.



# SUCCESSION PLAN

## Office Manager Succession

- Eliminated Police Admin Assistant and created Records Specialist Lead position.
- Office Manager will mentor Records Lead to handle day to day operations of Records Unit.
- Records Lead will begin to take over System Administrator on many of our records computer systems.
- Encourage new Records Lead to seek advanced professional development courses to move into the Office Manager role.

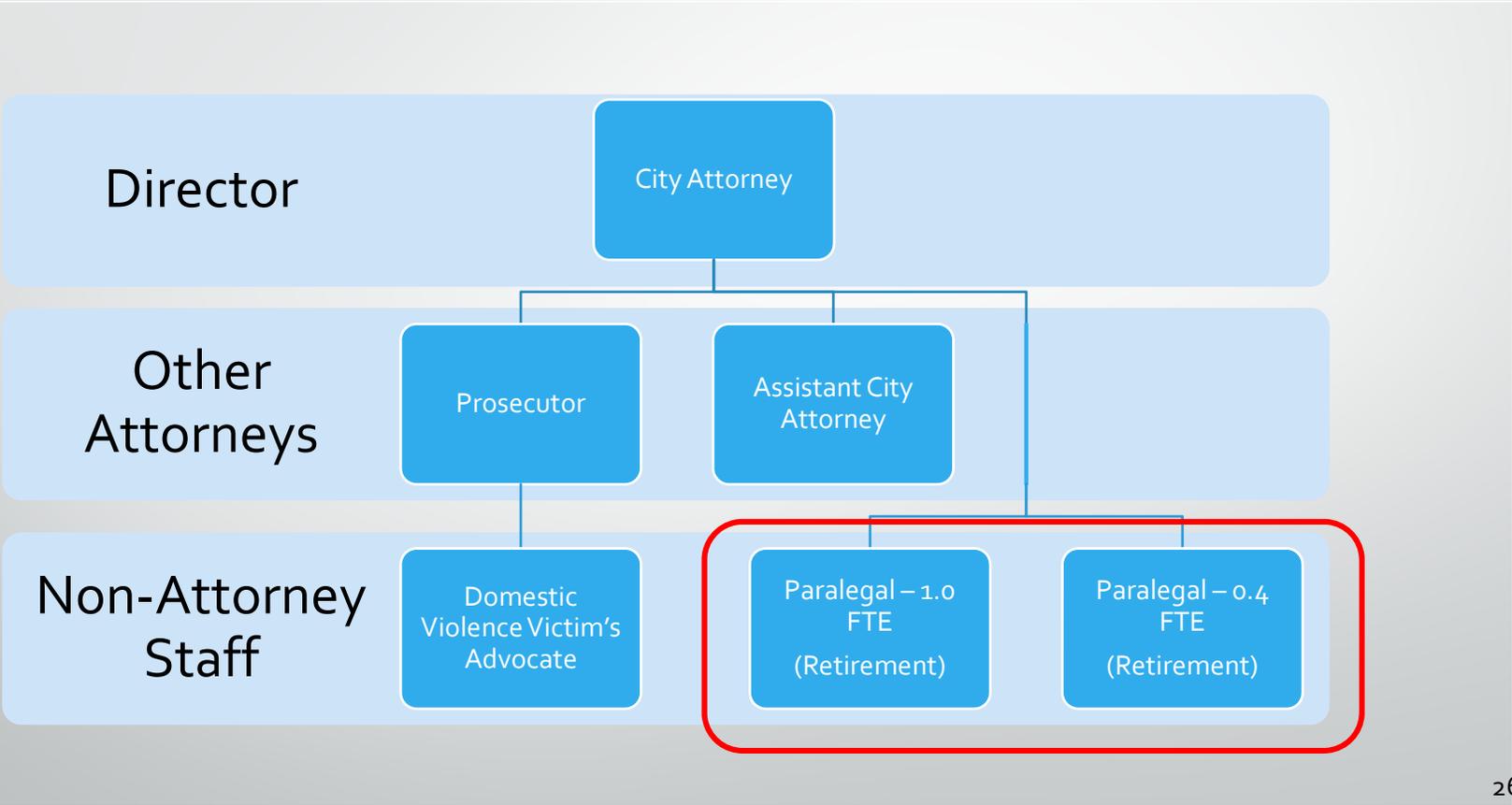


# SUCCESSION PLAN

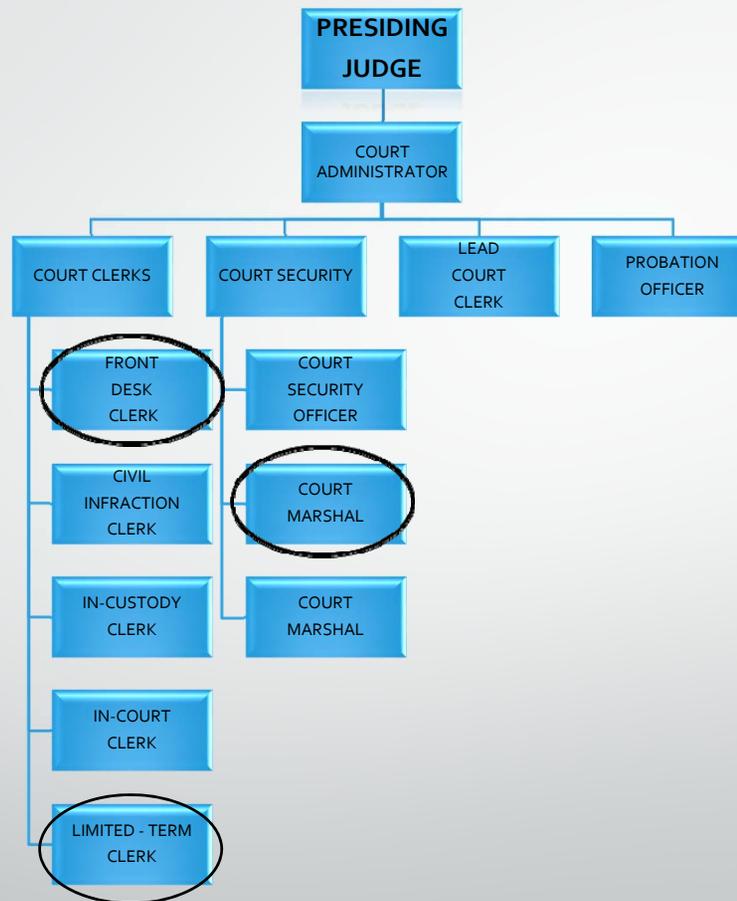
## Animal Control Succession

- No plan to backfill Animal Control position with current staff.
- Current CSO been through Animal Control Academy and serves a back-up animal control officer.
- When required Patrol Officers may respond to animal control calls for service.

# Legal Department – Projected Turnover



# CITY OF DES MOINES JUDICIAL



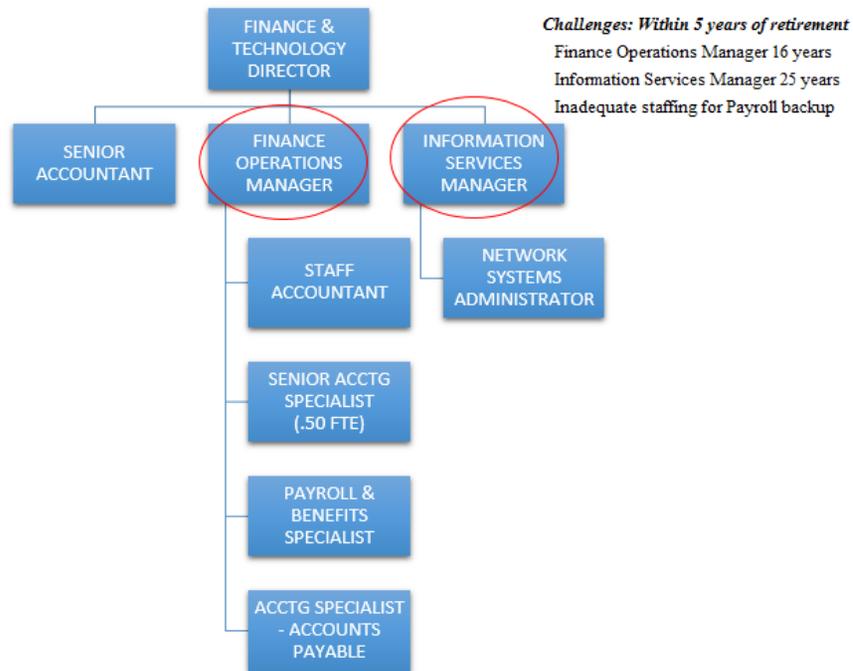
=Anticipated  
Turnover 3-5 yrs.

# MUNICIPAL COURT EMPLOYEE TURNOVER TIMELINE

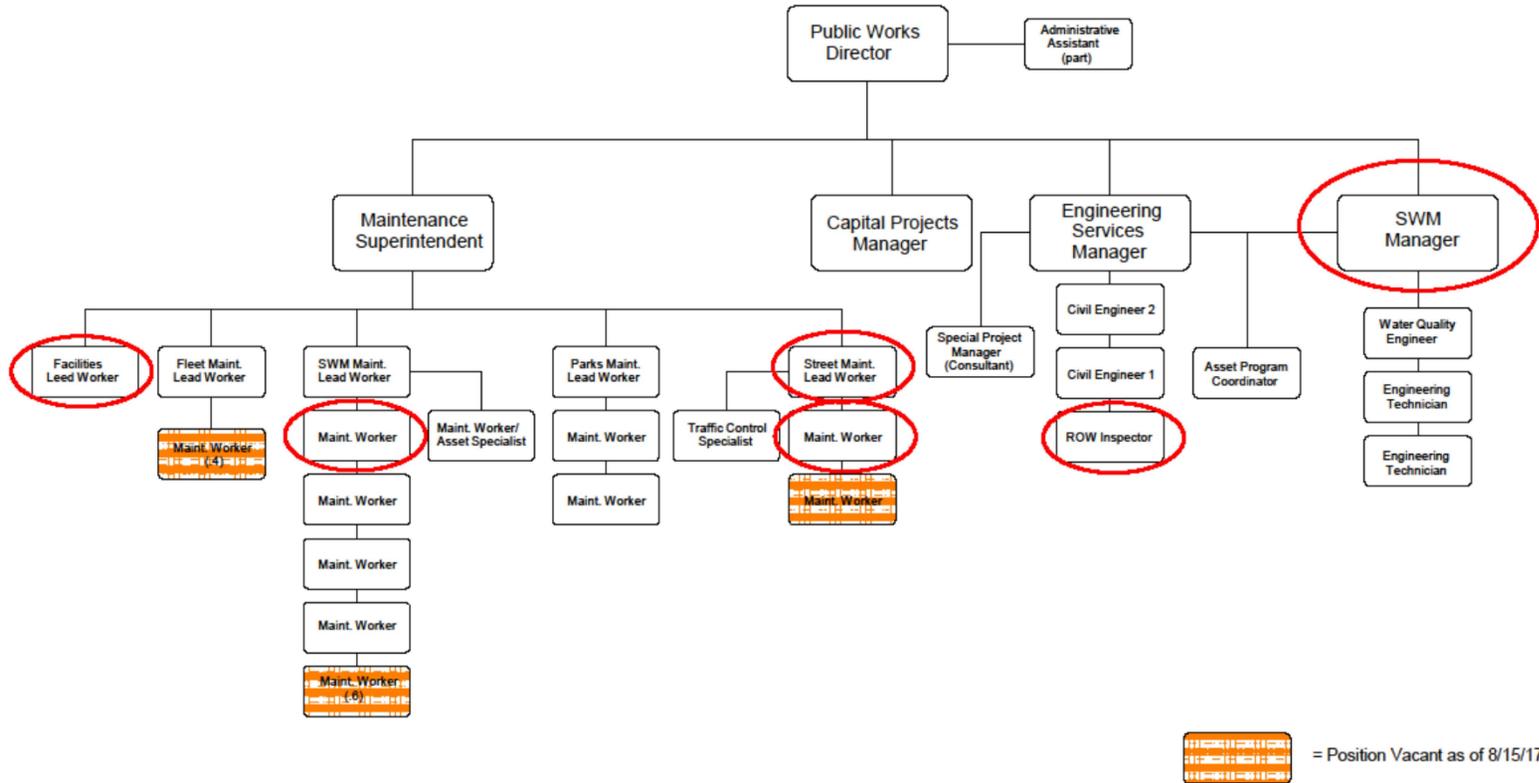


# Finance & Technology Services

## FINANCE & INFO TECHNOLOGY



# PUBLIC WORKS DEPARTMENT



# Public Works Department

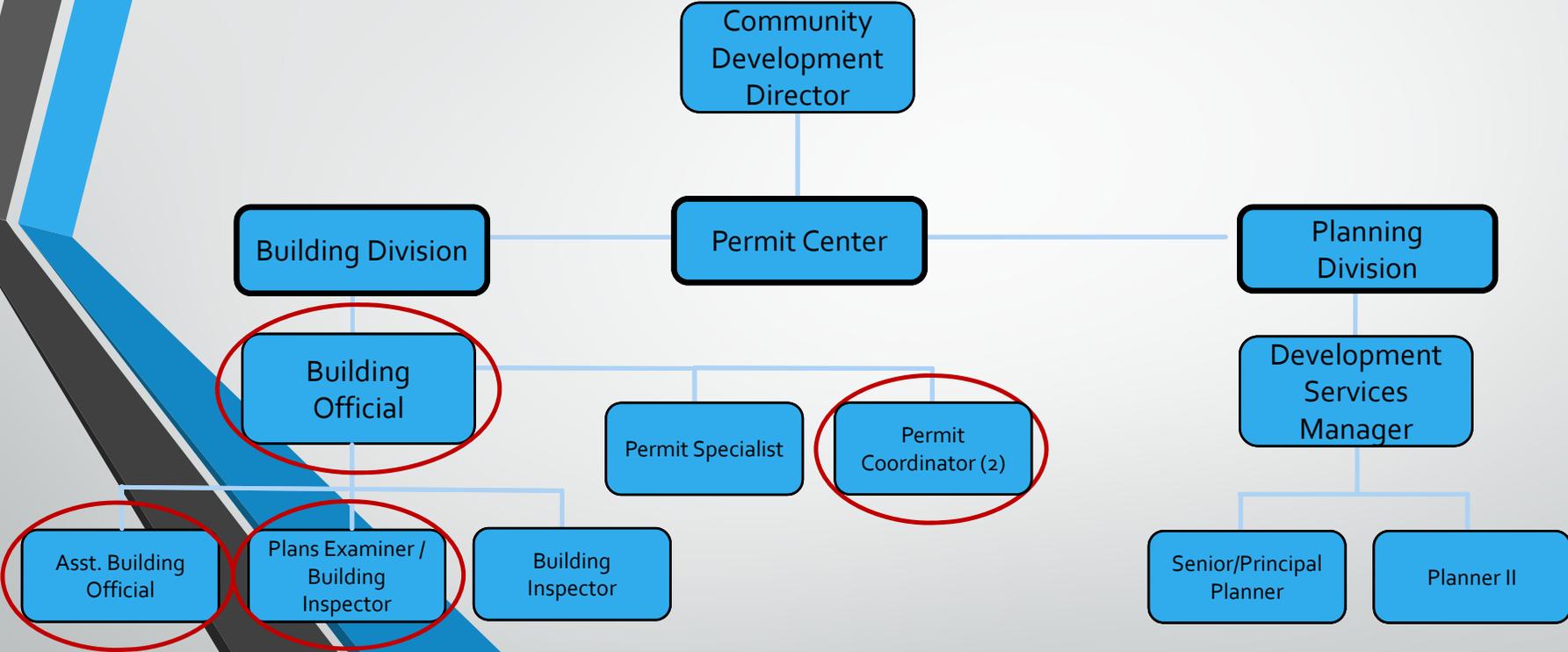
## ● Succession Planning Steps to Date:

- Public Works Director appointment (Dec 2016) – Dan B. to COO.
- Transportation Manager appointment (Dec 2016).
- SWM Maintenance Lead (June 2017) – Dave M. retirement:
  - Other promotions: Asset Program Coordinator, Traffic Control Specialist, SWM Maintenance Specialist

## ● Challenges and Struggles:

- **Significant Capital Program:**
  - North Bulkhead, 216<sup>th</sup> Segment 3, Barnes Creek Trail, S. 223<sup>rd</sup> Overlay, 24<sup>th</sup> Ave S Sidewalk...
  - Project Coordination – Sound Transit, SR 509 Extension
- **Unprecedented Development Activity:**
  - Commercial - DMCBP IV, Wesley Homes, Des Moines Elementary, Waterview Crossing...
  - Residential – Pinnacles, Highline View Estates, Pacific Heights...

# Community Development Department

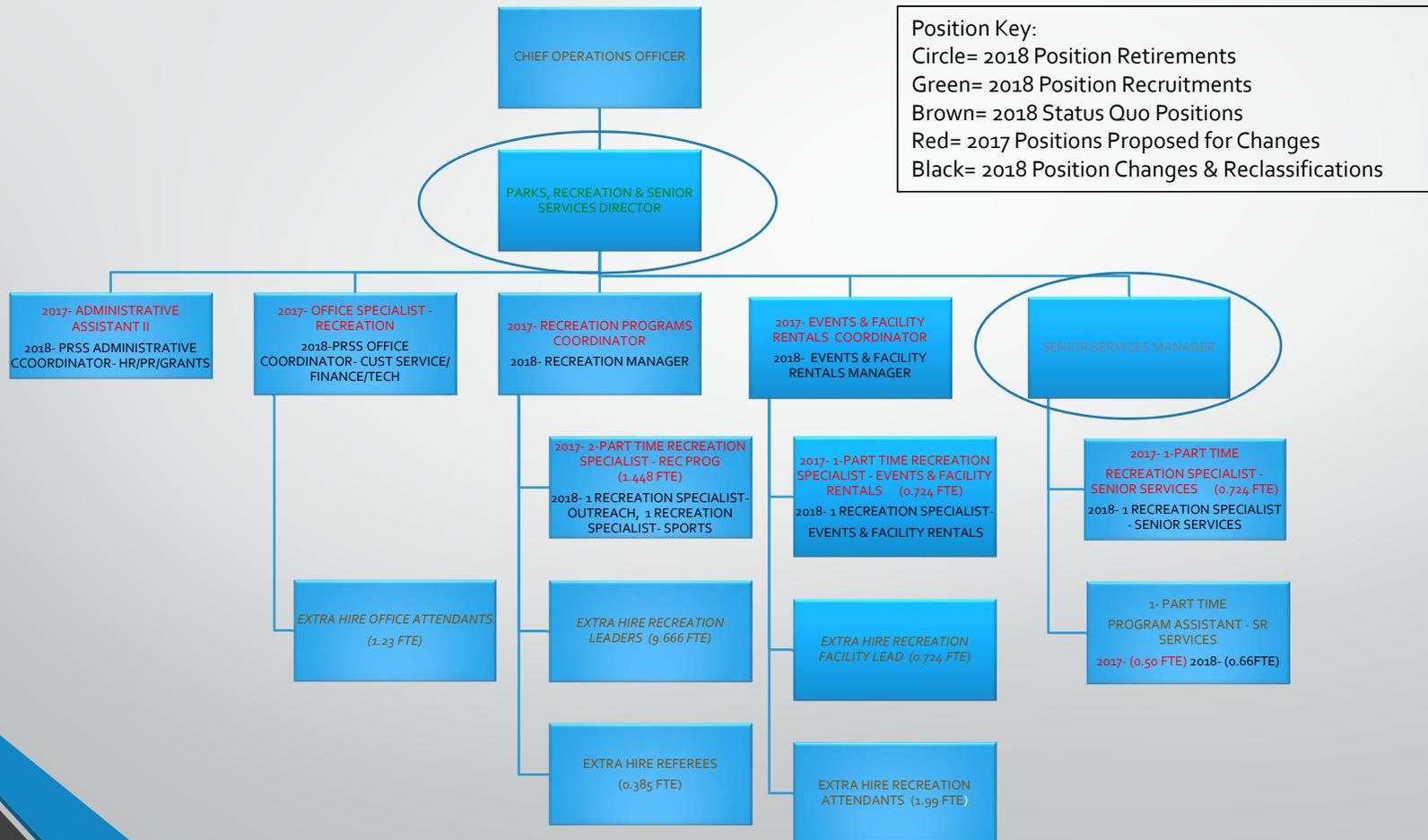


# Community Development Succession Planning

## Challenges:

- High permit volumes, complex projects.
- Permit Center - September retirement:
  - Permit Coordinator
- Building Division – three to five year retirements:
  - Building Official
  - Assistant Building Official
  - Plans Examiner/Building Inspector
- Planning Division:
  - Leadership development

# 2018 Parks, Recreation and Senior Services Succession/Sustainability Plan



# Parks, Recreation and Senior Services Department

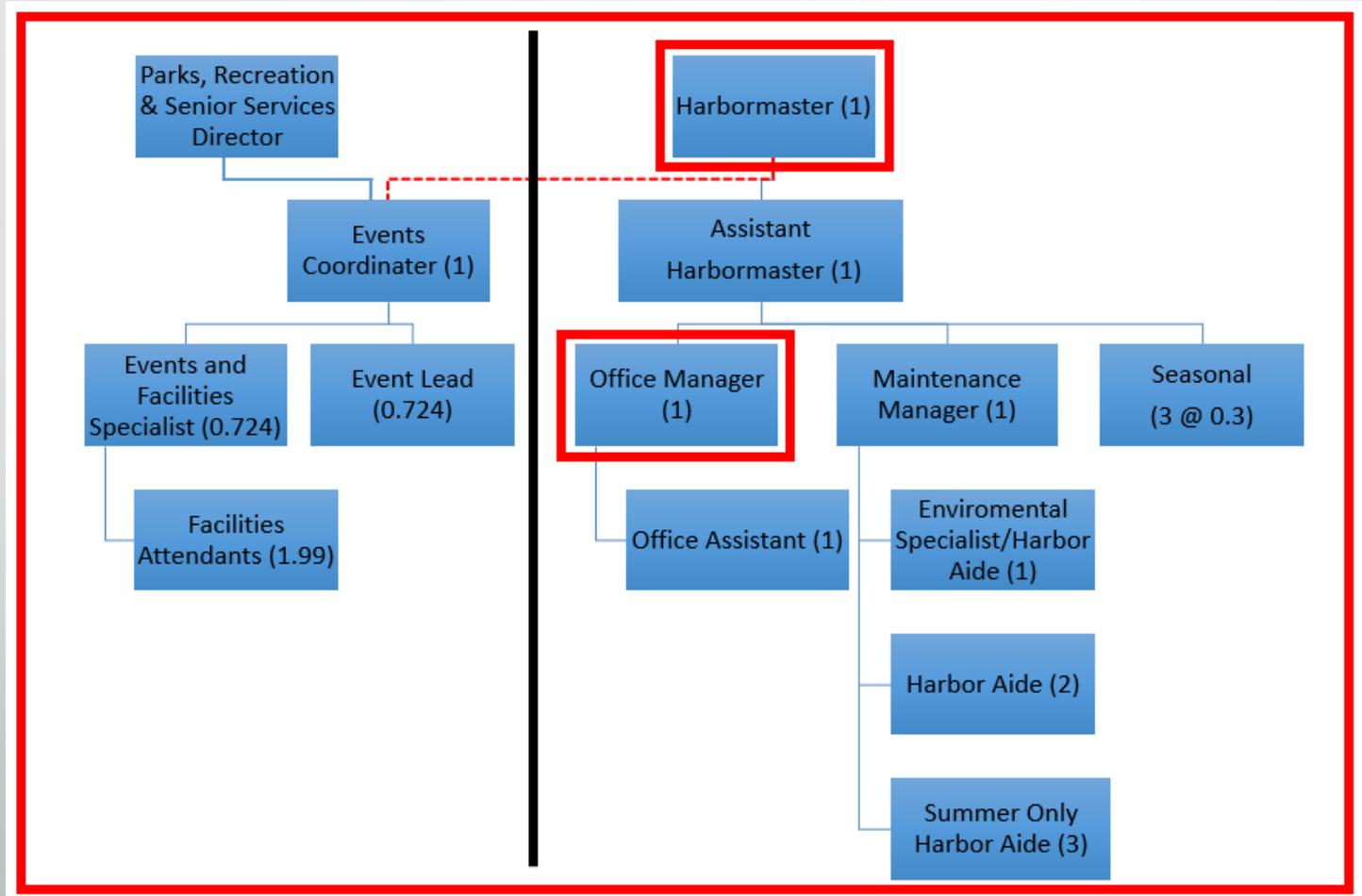
## Succession Planning Steps to Date:

- Parks Recreation and Senior Services Director (2018) Retirement after 24 years of service:
  - Recruitment in 2018
  - No mid level managers for department succession and sustainability
- Senior Services Manager (June 2018) – Retirement after 22 years of services:
  - Recruitment in 2018
  - Senior Services Specialist hours increased from 0.724 RPT to 1FTE in 2017

## Challenges and Struggles:

- Significant past budget cuts have resulted in inadequate staffing levels in all Department areas:
  - No mid-level managers in Recreation or Facilities and Events program areas
  - One Deep Staffing- Full-time Recreation and Facility & Events Coordinators do not have back up for program emergencies and changes, vacation, illness & staff transitions
  - Reliance on Part-Timers- Recreation and Facility & Events positions without benefits. 0.72 RPTs -29 hrs./week maximum
  - Unreliable Workforce- 100 Extra Hire transitional positions paid minimum wage, regulatory limitations
- Significant Park Capital Program (2017-2020):
  - Eight Citywide Park Play Area Projects- Design & Development. Multiple grant sources to manage
  - Park Property Acquisition & Development. Multiple grant sources to manage
  - No professional parks planning and grants development staff for department succession and sustainability

# MARINA



# Marina

- ANTICIPATED RETIREMENTS IN 2018:
  - HARBORMASTER
  - OFFICE MANAGER
- CONTINUITY PLANNING CHALLENGES:
  - PROJECTS
    - NORTH BULKHEAD, FISHING PIER & PUBLIC SPACE
    - DREDGING
- MASTER PLANNING & DECISIONS THAT WILL IMPACT THE FUTURE OF THE MARINA:
  - DOCK REPLACEMENT & SLIP MIX
  - REDEVELOPMENT ON THE MARINA FLOOR
- OPPORTUNITIES.
- CURRENTLY THE FACILITIES & EVENTS DIVISION IS CO-LOCATED WITH MARINA STAFF.
- CLOSE COOPERATION BETWEEN STAFFS IS NEEDED FOR THE SUCCESS OF THE FACILITY RENTALS AND EVENTS IN THE MARINA AND BEACH PARK.
- THERE MAY BE SOME EFFICIENCIES IF THESE UNITS WERE COMBINED IN ONE REPORTING STRUCTURE.

## Review of Department Succession Plans (3)

What is important here is to see that some of the budget planning we are doing is to implement succession planning and maintenance of institutional knowledge.

This exercise enhances department discipline to plan for the long term.

# Risk

- We can control and manage expenditures.
- We do not have the same control over revenue:
  - State of Washington distribution of local resources
  - Interest rate increases
  - The impacts of the national & international economy (+/-)
  - New or modified legislation

# 2017 Budget Revisions

The next set of slides summarizes 2017 budget revisions that:

- Address succession planning that is structurally sustainable
- Responsive and adaptive to changing conditions (currently positive)
- Increases expenditures and resources in percentage of existing FTE's

# Summary of 2017 Budget Revisions

Changes already included in the 2017 Budget as Amended May 2017:

(1.00) Economic Develop Dir/Asst. City Mgr.

1.00 Chief Executive Officer

(1.00) Executive Secretary/HR Technician

1.00 Deputy City Clerk

(1.00) Associate Transportation Engineer

1.00 Public Works Director

(1.00) Permit Coordinator

1.00 Community Development Director

(1.00) Community Development Office Asst.

1.00 Permit Specialist

0.40 Domestic Violence Advocate

1.00 24 mo. Limited Term – Asst. Police Chief (Mid 2017-End 2019)

1.00 30 mo. Limited Term - Court Clerk (Mid 2017-End 2019)

0.40 6 mo. Limited Term - Court Clerk (Mid 2017 Only)

PRSS Summer Extra Hires (FTE, Grades, & Rates in response to Minimum Wage Law)

2.8 Total change in FTE

# Summary of 2017 Budget Revisions (2)

2017 Sustainable changes to be included in the November Budget Adjustment:

## Public Safety

Detective - Task Force One Time (Vehicle Purchase 2018)

1.00 Detective - Task Force On Going (Personnel/training/Vehicle)

Police Records Clerk Upgrades (5 FTE's)

(1.00) Administrative Asst.-PD

1.00 Lead Police Records Specialist

(0.70) Probation Officer

1.00 Probation Officer

(0.70) Court Security Officer

1.00 Court Security Officer

(0.15) Court Marshal

0.23 Court Marshal

(0.40) Domestic Violence Advocate

0.43 Domestic Violence Advocate

1.71 Total change in FTE

# Summary of 2017 Budget Revisions (3)

2017 Sustainable changes to be included in the November Budget Adjustment:

## Parks, Recreation, and Senior Services

(0.72) Senior Service (Recreation Specialist)

1.00 Senior Service (Recreation Specialist)

(1.00) Recreation Coordinator

1.00 Recreation Manager

(1.00) Recreation Office Specialist

1.00 Office Manager I

(0.72) Recreation Specialist-Sports

1.00 Recreation Specialist-Sports

(0.72) Recreation Specialist-BASP/Breaks/Camps

1.00 Recreation Specialist-BASP/Breaks/Camps

.84 Total change in FTE

# Summary of 2017 Budget Revisions (4)

2017 Sustainable changes to be included in the November Budget Adjustment:

## Miscellaneous Departments

(1.00) SWM Engineering Aide

1.00 Asset Management Program Coordinator

(1.00) City Clerk

1.00 City Clerk/Communication Director

Network Administrator Upgrade

Technology Services Manager Upgrade

Finance Manager Upgrade

(0.60) SWM Maintenance Worker

0.50 Facilities Maintenance Assistant

0.10 Assistant Mechanic (now 0.5 from 0.4)

# Summary of 2017 Budget Revisions (5)

2017 Sustainable changes to be included in the November Budget Adjustment:

## Development Fund (Fund 105)

Building Official Upgrade

Senior Planner Upgrade

1.00 Building Inspector- Add Position

1.00 Planning Assistant - Add Position

2.00 Total change in FTE

# 2018 Department Requests and Programs

- Most new FTE's requests have been substantially approved – most to occur October 2017.
- Most new on-going expenses (modest) have been substantially approved.
- 2018 new on-going sustainable programs:
  - Join regional SWAT.
  - Create new Emergency Management Services (EMS) program and join regional EMS team.

# 2018 Preliminary Budget Discussion

- Budgets & Forecasts - Dunyele
  - Red Light Running Photo Enforcement – City Manager
  - Development Activity - Dan & Susan
  - Parks, Recreation and Senior Services – Dan
  - Public Safety Recap - Michael



# 2017-2022 BUDGETS & FORECASTS

August 12, 2017 Council Budget Retreat

# BUDGETS & FORECASTS

- PART 1 – GENERAL FUND
- PART 2 – DEVELOPMENT FUND
- PART 3 – (SELECT) SPECIAL REVENUE FUNDS
- PART 4 – (MAJOR) REVENUE GRAPHS - YEAR TO DATE (JULY)
- PART 5 – PARKS, RECREATION AND SENIOR SERVICES (PRSS)
- PART 6 – PUBLIC SAFETY



# PART 1

## GENERAL FUND

# GENERAL FUND - ON-GOING ACTIVITIES

2017-2022 GENERAL FUND							
	ADJ BUDGET 2017	REVISED EST 2017	BUDGET 2018	FORECAST			
				2019	2020	2021	2022
Revenues	21,038,000	21,631,000	21,621,000	21,868,000	22,221,000	22,589,000	22,885,000
Expenditures	(20,397,000)	(20,572,000)	(21,256,000)	(21,412,000)	(22,018,000)	(22,644,000)	(23,026,000)
<b>Net Activity ("Profit/Loss")</b>	<b>641,000</b>	<b>1,059,000</b>	<b>365,000</b>	<b>456,000</b>	<b>203,000</b>	<b>(55,000)</b>	<b>(141,000)</b>
<b><u>ON-GOING CHANGES TO STATUS QUO</u></b>							
Reduced Expenditures- Future Savings			-	200,000	200,000	200,000	200,000
<b>Total Annual Impact</b>			-	200,000	200,000	200,000	200,000
<b>REMAINING SUSTAINABLE</b>		<b>1,059,000</b>	<b>365,000</b>	<b>656,000</b>	<b>403,000</b>	<b>145,000</b>	<b>59,000</b>

# GENERAL FUND - ONE TIME ACTIVITIES

2017-2022 GENERAL FUND							
	ADJ BUDGET	REVISED EST	BUDGET	FORECAST			
	<u>2017</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
<b><u>ONE-TIME ACTIVITIES</u></b>							
<b>Revenues</b>							
Red Light Running (>\$1.5m)	485,000	1,188,700	1,000,000	159,000			
All Other One Time Revenues	727,000	859,000					
<b>Expenditures</b>							
2017 One Time Expenditures	(900,000)	(1,383,000)					
Temp Asst Police Chief	(133,000)	(133,000)	(195,000)	(96,000)			
Temp Court Clerk	(49,000)	(49,000)	(72,000)	(63,000)			
Transfer Out - Traffic Calming Signs			(150,000)				
EMS Radios - Public Works			(25,000)				
Police Radio Replacements			(55,000)				
SWAT Gear/Equipment			(12,000)				
Transfer Out - Abatement Fund "Seed Money"			(30,000)				
Police Dept Security CIP (REET 1 to Bulkhead)			(138,000)				
Court Security CIP (REET 1 to Bulkhead)			(176,000)				
Police Dept HVAC CIP (Save One Time Sales Tax)				(277,000)			
Transfer Out - N Bulkhead			(1,000,000)	(500,000)			
Legislative Lobbieist			(10,000)				
Metro Pilot Program Consultant			(15,000)				
Communciation Consultant			(15,000)				
Communication Software			(10,000)				
Parks Deep Tine Aerator			(27,000)				
Transfer Out - Parking/Event Signs			(50,000)				
Transfer Out - Economic Development CIPs			(500,000)				
<b>Total One Time Activities</b>	<b>130,000</b>	<b>482,700</b>	<b>(1,480,000)</b>	<b>(777,000)</b>	-	-	-

# GENERAL FUND – RESERVES

2017-2022 GENERAL FUND							
	ADJ BUDGET	REVISED EST	BUDGET	FORECAST			
	2017	2017	2018	2019	2020	2021	2022
Revenues	21,038,000	21,631,000	21,621,000	21,868,000	22,221,000	22,589,000	22,885,000
Expenditures	(20,397,000)	(20,572,000)	(21,256,000)	(21,412,000)	(22,018,000)	(22,644,000)	(23,026,000)
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<b><u>ON-GOING CHANGES TO STATUS QUO</u></b>							
Reduced Expenditures- Future Savings			-	200,000	200,000	200,000	200,000
<b>Total Annual Impact</b>			-	200,000	200,000	200,000	200,000
<b>REMAINING SUSTAINABLE</b>		<b>1,059,000</b>	<b>365,000</b>	<b>656,000</b>	<b>403,000</b>	<b>145,000</b>	<b>59,000</b>
<b>Total One Time Activities</b>	130,000	482,700	(1,480,000)	(777,000)	-	-	-
<b>ENDING RESERVE</b>	<b>3,704,000</b>	<b>4,475,000</b>	<b>3,360,000</b>	<b>3,239,000</b>	<b>3,642,000</b>	<b>3,787,000</b>	<b>3,846,000</b>
<b><u>Required Reserve Calculation</u></b>							
5% Stabilization	1,051,900	1,081,550	1,081,050	1,093,400	1,111,050	1,129,450	1,144,250
7% Regular	1,427,790	1,440,040	1,487,920	1,498,840	1,541,260	1,585,080	1,611,820
<b>Combined Target Reserve</b>	<b>2,479,690</b>	<b>2,521,590</b>	<b>2,568,970</b>	<b>2,592,240</b>	<b>2,652,310</b>	<b>2,714,530</b>	<b>2,756,070</b>
<b>GFOA Target of 60 days</b>	<b>3,399,500</b>	<b>3,428,667</b>	<b>3,542,667</b>	<b>3,568,667</b>	<b>3,669,667</b>	<b>3,774,000</b>	<b>3,837,667</b>
<b>Reserve (shortfall) surplus</b>	<b>304,500</b>	<b>1,046,333</b>	<b>(182,667)</b>	<b>(329,667)</b>	<b>(27,667)</b>	<b>13,000</b>	<b>8,333</b>

# GENERAL FUND – REVENUE TRENDS

## RED LIGHT RUNNING REVENUES

- Two primary elements:
  - Structural On-Going (Sustainable) Revenue
  - One-Time Revenue
  - July to date there are seven months of actual revenue collections:
    - Note: lag time – “Actuals” represent the month revenue is deposited to the city’s bank account.
  - “Anticipated Revenues” are more than “Budget/Forecast Revenues”

# RED LIGHT RUNNING REVENUES

## Budget & Assumptions

- Adjusted Budget Estimate in May was \$1.9 million for 2017.
- We are on pace to reach nearly \$2.7 million for 2017.
- In order to budget conservatively, Structural On-Going Revenue is assumed to be \$125,000 per month (\$1.5 million/year) while the Anticipated Revenues are likely to be significantly more.

# GENERAL FUND – REVENUE TRENDS

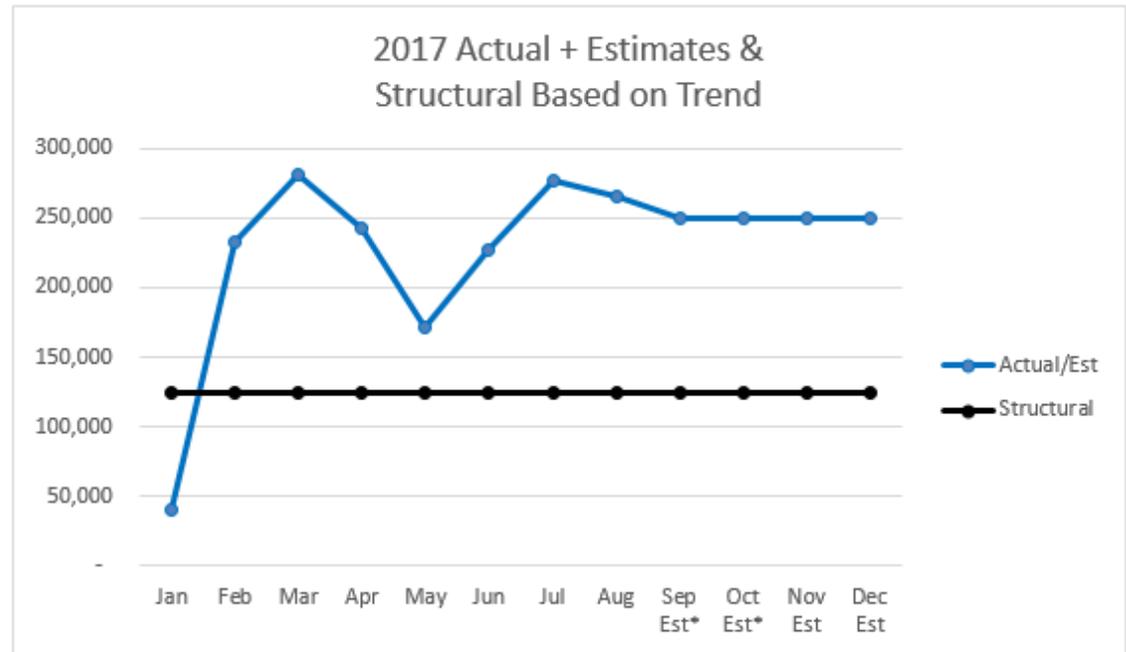
## 2017 RED LIGHT RUNNING REVENUES

(Continued)

	<u>Actual/Est</u>	<u>Structural</u>
Jan	41,052	125,000
Feb	232,138	125,000
Mar	281,581	125,000
Apr	242,435	125,000
May	172,049	125,000
Jun	227,114	125,000
Jul	277,287	125,000
Aug	264,954	125,000
Sep Est*	250,000	125,000
Oct Est*	250,000	125,000
Nov Est	250,000	125,000
Dec Est	250,000	125,000
	<u>2,738,610</u>	<u>1,500,000</u>

Monthly average of actuals excluding January:  
242,508

*\* Before final budget adoption we will have actual revenue numbers available.*



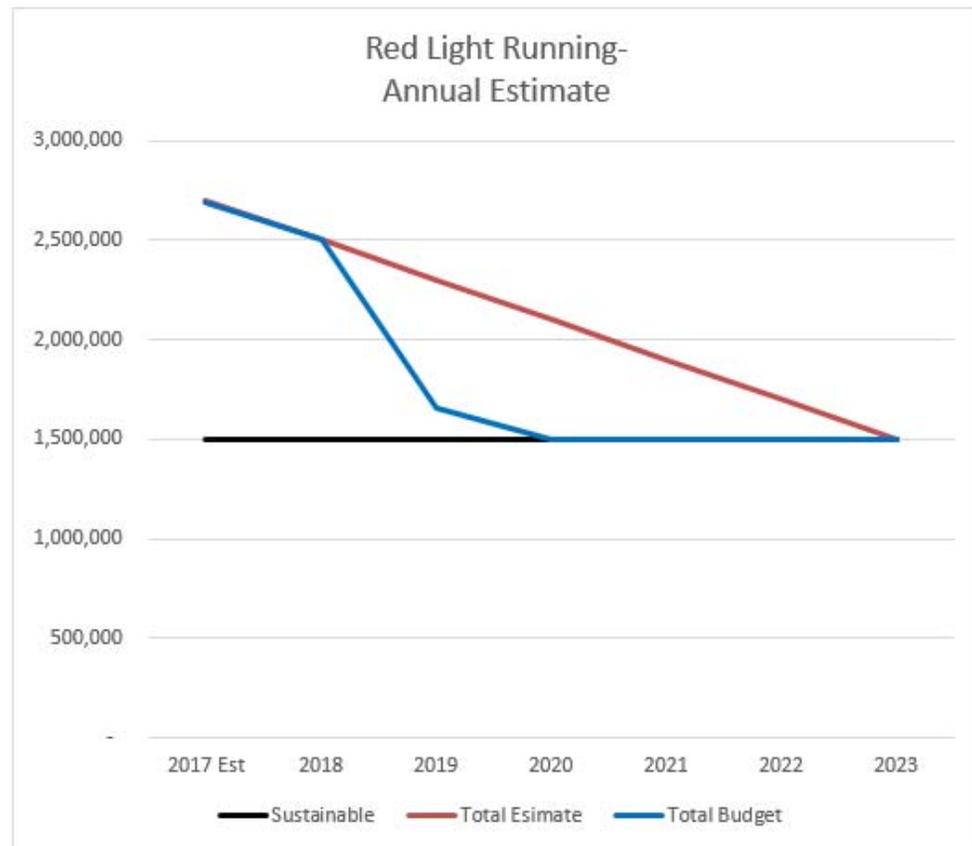
# 2017-2023 RED LIGHT RUNNING REVENUES

## ANTICIPATED

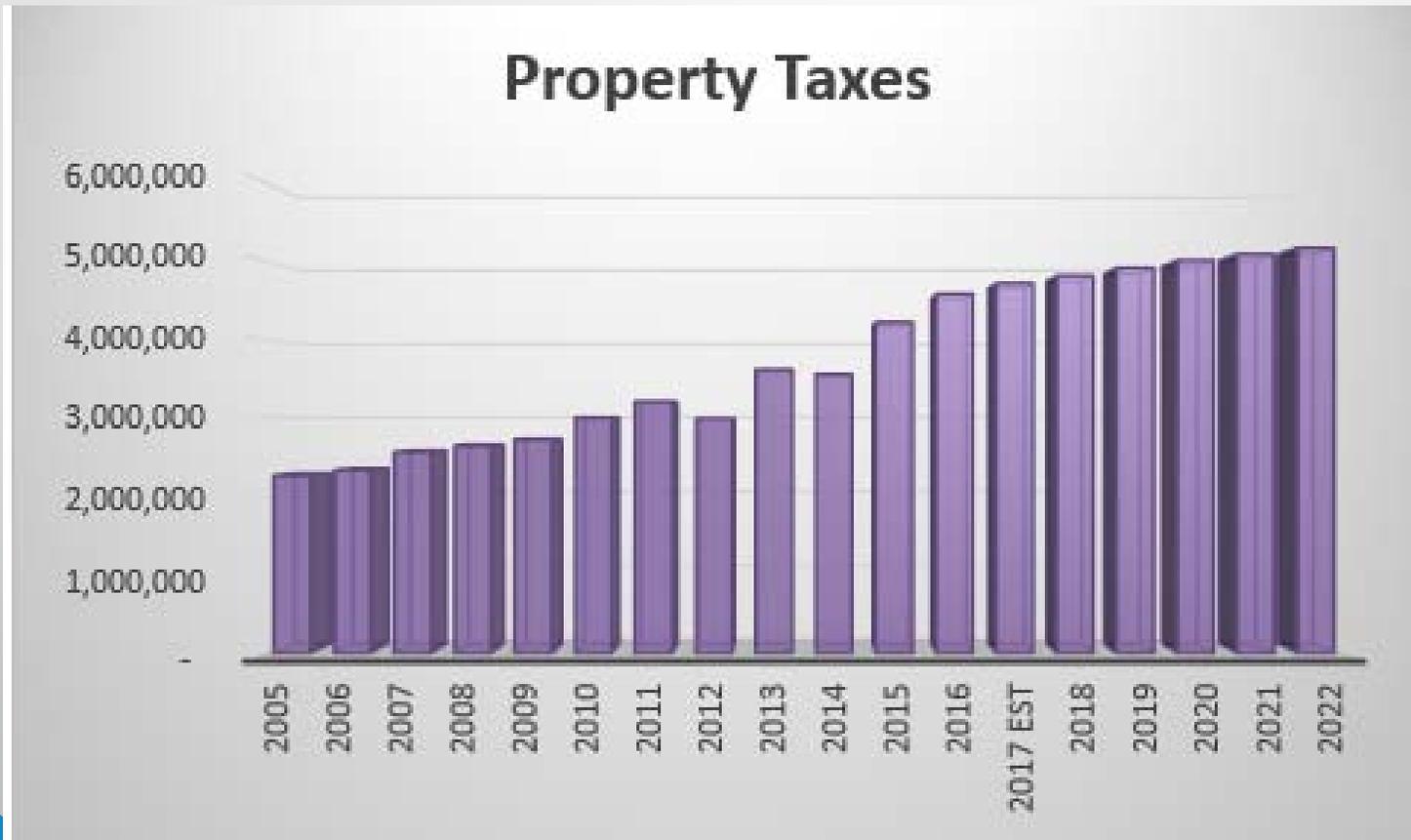
	Structural		
	<u>On-Going</u>	<u>One-Time</u>	<u>Total</u>
2017	1,500,000	1,200,000	2,700,000
2018	1,500,000	1,000,000	2,500,000
2019	1,500,000	800,000	2,300,000
2020	1,500,000	600,000	2,100,000
2021	1,500,000	400,000	1,900,000
2022	1,500,000	200,000	1,700,000
2023	1,500,000	-	1,500,000

## BUDGET/FORECAST

	Structural		
	<u>On-Going</u>	<u>One-Time</u>	<u>Total</u>
2017	1,500,000	1,188,700	2,688,700
2018	1,500,000	1,000,000	2,500,000
2019	1,500,000	159,000	1,659,000
2020	1,500,000		1,500,000
2021	1,500,000		1,500,000
2022	1,500,000		1,500,000
2023	1,500,000		1,500,000

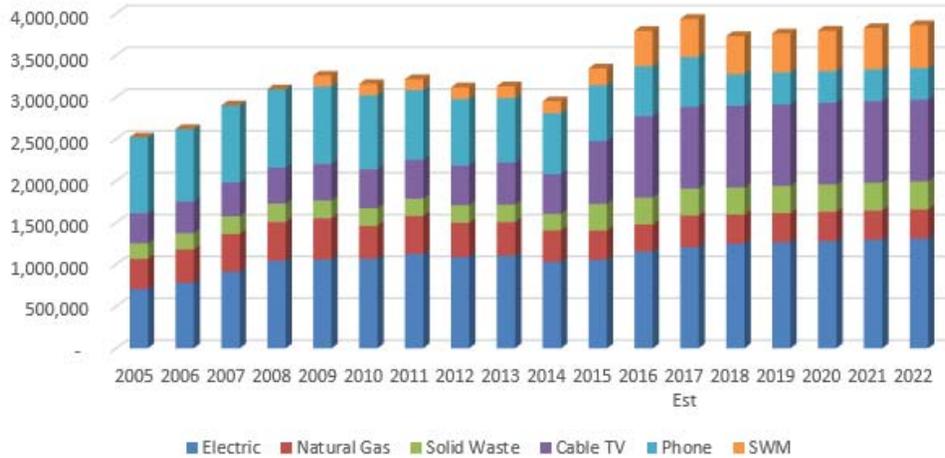


# GENERAL FUND – REVENUES TRENDS

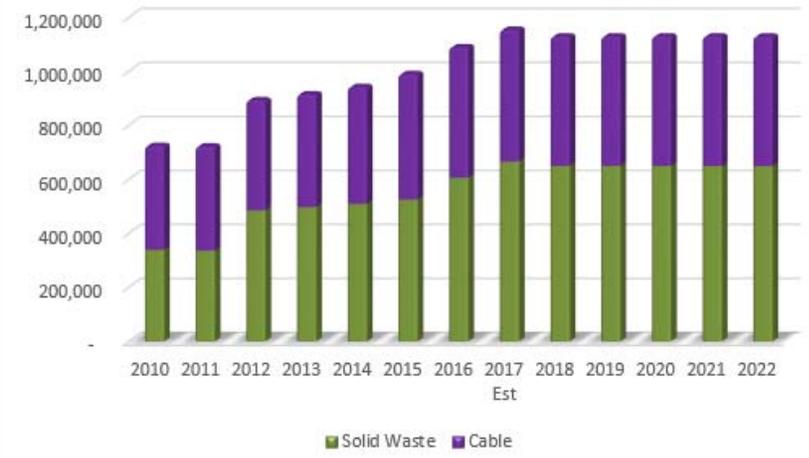


# GENERAL FUND FORECAST – REVENUE TRENDS

### Utility Taxes



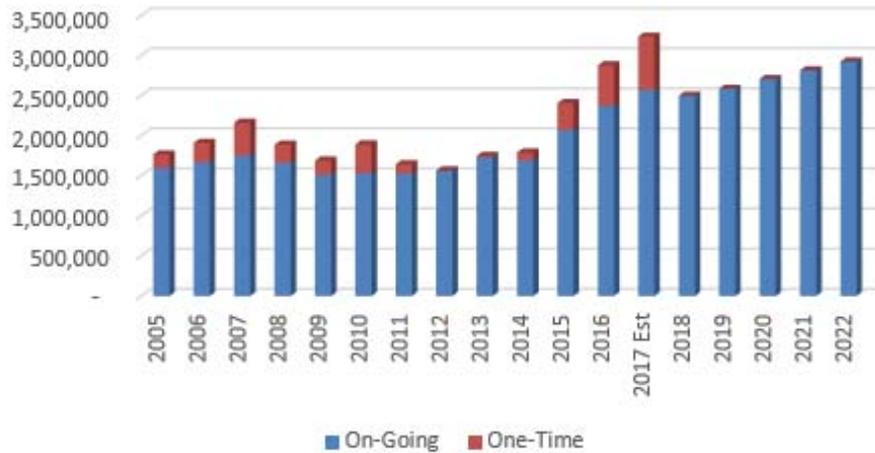
### Cable/Solid Waste Franchise Fees



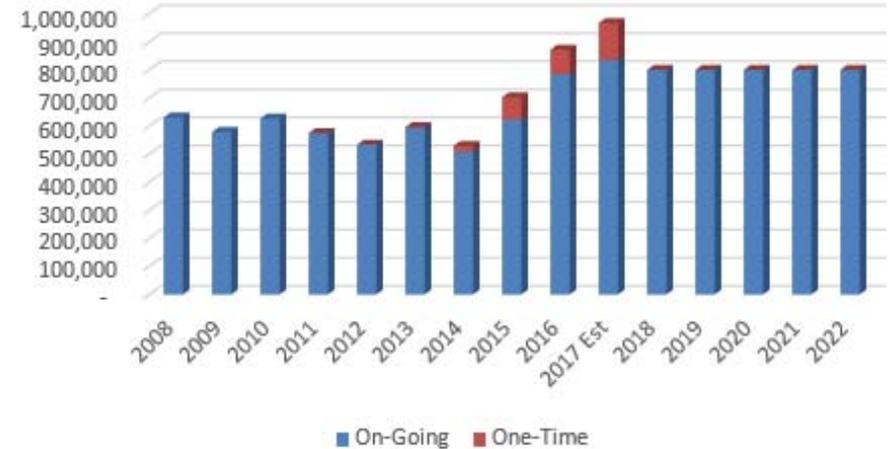
2018 & Future down due to lawsuit settlement declaring telephone roaming charges as not subject to city B&O tax.

# GENERAL FUND FORECAST – REVENUE TRENDS

### Sales Tax



### City B&O Tax

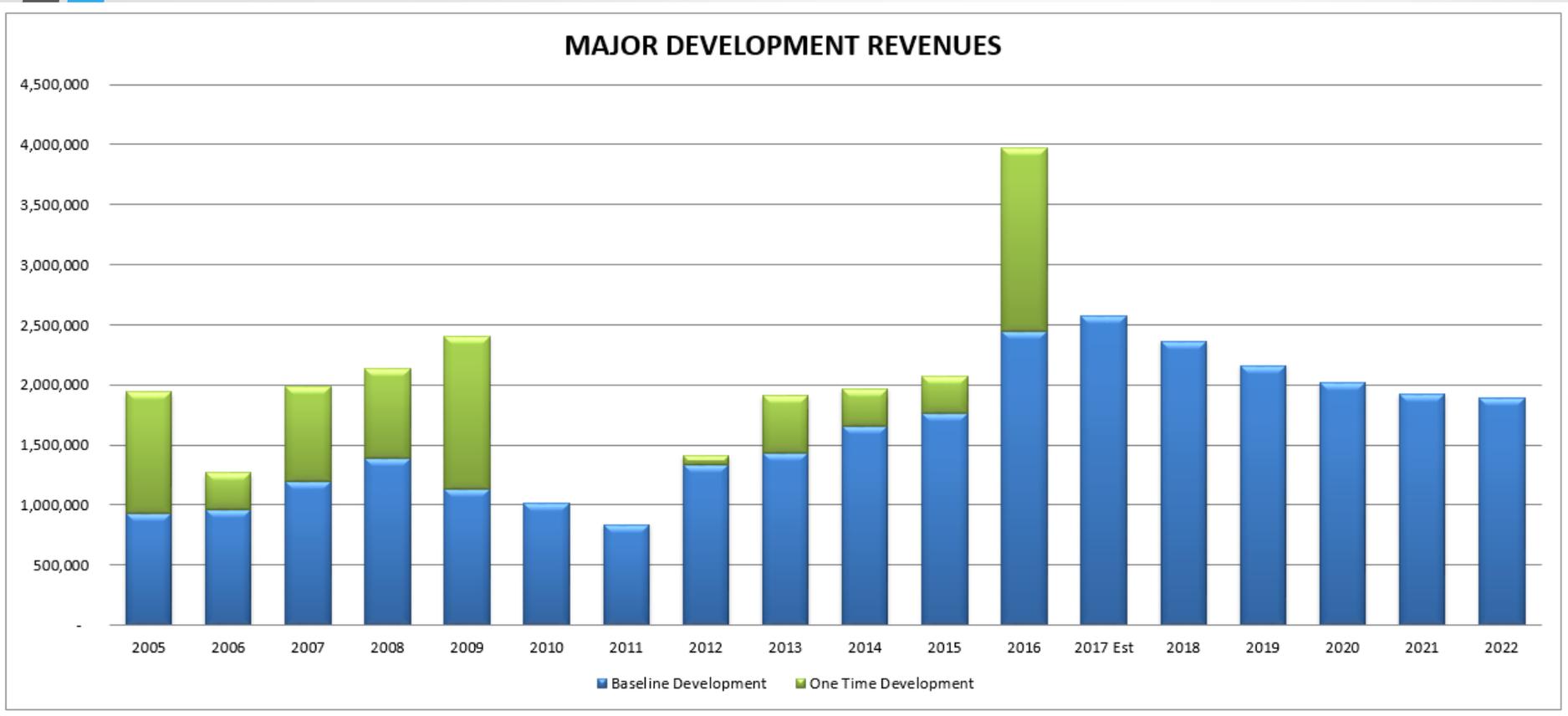




# PART 2

## DEVELOPMENT FUND

# DEVELOPMENT FUND – REVENUE TRENDS



# DEVELOPMENT FUND –

NO "ONE-TIME" PROJECTS INCLUDED IN REVENUE  
FORECAST YEARS

## 2017-2022 DEVELOPMENT FUND FINANCIAL FORECAST

	BUDGET	REVISED EST	BUDGET	FORECAST			
	2017	2017	2018	2019	2020	2021	2022
<b>BEGIN RESERVE</b>	<u>1,508,000</u>	<u>1,508,000</u>	<u>1,869,000</u>	<u>1,812,000</u>	<u>1,457,000</u>	<u>893,000</u>	<u>177,000</u>
Revenues	1,962,000	2,576,000	2,368,000	2,167,000	2,017,000	1,919,000	1,891,000
Expenditures	<u>(2,187,000)</u>	<u>(2,215,000)</u>	<u>(2,425,000)</u>	<u>(2,522,000)</u>	<u>(2,581,000)</u>	<u>(2,635,000)</u>	<u>(2,688,000)</u>
<b>Net Activity ("Profit/Loss")</b>	<u>(225,000)</u>	<u>361,000</u>	<u>(57,000)</u>	<u>(355,000)</u>	<u>(564,000)</u>	<u>(716,000)</u>	<u>(797,000)</u>
<b>ENDING RESERVE</b>	<u><u>1,283,000</u></u>	<u><u>1,869,000</u></u>	<u><u>1,812,000</u></u>	<u><u>1,457,000</u></u>	<u><u>893,000</u></u>	<u><u>177,000</u></u>	<u><u>(620,000)</u></u>

# Current Projects

## Fees Already Paid – Still Providing Permit Services

Under Construction or Review	Description
Des Moines Creek Business Park	Phase II: GSA building
Des Moines Creek Business Park	Phase III: 349,000 sq. ft. and 238,000 sq. ft.
Highline Place Phase I	Mixed Use
Adriana Mixed Use Project	Mixed use
Waterview Crossing	Mixed use (three buildings)

Under Construction or Review	Description
Wesley Homes Phase IA	15 units, 9 cottages
Wesley Homes Phase IB	Brownstones/Cottages
Pacific Heights	PUD - 77 lots
BeBe Nails	Commercial
Interim School – Olympic	Remodel (high school)
Comfort Inn	Commercial (hotel)

## Known Future One-Time Projects: Revenue

Project	Year	Valuation	Fee Estimate (excludes impact and fire fees)
Des Moines Creek Business Park Phase IV (Furney/Ono)	2017-2018	\$27 M	\$275,000
Waterview Crossing (6 buildings)	2017-2018	\$41.4 M	\$483,000
Wesley Homes Phase II	2018	\$42.5 M	\$427,000
Des Moines Elementary School	2018	\$38 M	\$382,000
<b>Total</b>		<b>\$148.9 M</b>	<b>\$1,567,000</b>

- Fees are not included in the budget.
- Resources are not included in the budget.

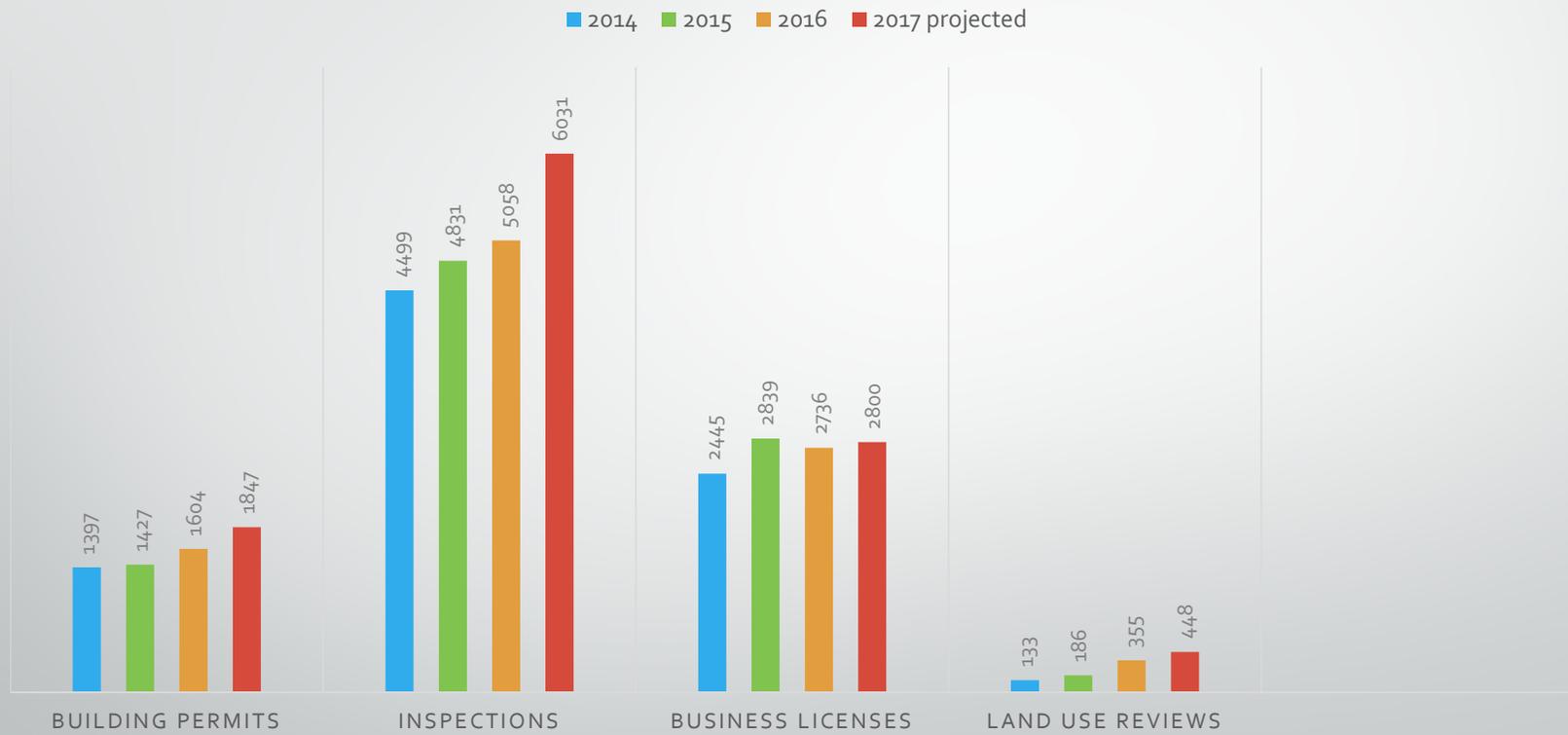
# Anticipated 2017- 2018 Projects

Development Name	Description
Highline College	Building 26
Highline Place Phase II	Mixed Use
Des Moines Theatre	Building permit
Seascape	Building permit
Marina 87	Mixed Use
Local 242 North Site	Mixed Use

Development Name	Description
Bay Villa	Mixed Use
Des Moines Mixed Use	Mixed Use
Marina Re-development	Mixed Use
Woodmont Mixed Use	Mixed Use
Sound Transit	Light Rail

- Subdivision/short subdivision lots recorded or in review - 210

# Permitting Activity



# Community Development Workload

- Provide front counter service.
- Meet permitting timelines.
- Service workload, reviews and inspections.
- Provide continuity and training for future.
- Sustainability:
  - Projected revenue strong, high activity levels
  - High confidence level



## 2017 vs 2018 Budget at a Glance

General Fund & Development Fund Budget information in the format of the monthly financial report is included as Attachment 1 for your future reference.



# PART 3

## SPECIAL REVENUE FUNDS

# SPECIAL REVENUE FUNDS

## 2017-2022 STREET O&M FUND FINANCIAL FORECAST

	BUDGET	REVISED EST	BUDGET	FORECAST			
	2017	2017	2018	2019	2020	2021	2022
Revenues	1,636,400	1,660,125	1,685,000	1,672,735	1,707,850	1,693,190	1,723,100
Expenditures	(1,742,400)	(1,733,715)	(1,561,500)	(1,527,100)	(1,562,200)	(1,568,000)	(1,619,400)
<b>Net Activity ("Profit/Loss")</b>	<u>(106,000)</u>	<u>(73,590)</u>	<u>123,500</u>	<u>145,635</u>	<u>145,650</u>	<u>125,190</u>	<u>103,700</u>
Ending Fund Balance	<u>457,270</u>	<u>489,700</u>	<u>613,200</u>	<u>758,835</u>	<u>904,485</u>	<u>1,029,675</u>	<u>1,133,375</u>

## 2017-2022 STREET PAVING FUND FINANCIAL FORECAST

	BUDGET	REVISED EST	BUDGET	FORECAST			
	2017	2017	2018	2019	2020	2021	2022
Revenues	1,025,100	1,314,025	1,125,000	1,131,500	1,138,100	1,144,700	1,151,400
Expenditures	(106,100)	(208,370)	(1,178,000)	(925,000)	(925,000)	(925,000)	(925,000)
<b>Net Activity ("Profit/Loss")</b>	<u>919,000</u>	<u>1,105,655</u>	<u>(53,000)</u>	<u>206,500</u>	<u>213,100</u>	<u>219,700</u>	<u>226,400</u>
Ending Fund Balance	<u>1,131,145</u>	<u>1,317,800</u>	<u>1,264,800</u>	<u>1,471,300</u>	<u>1,684,400</u>	<u>1,904,100</u>	<u>2,130,500</u>

# SPECIAL REVENUE FUND

## 2017-2022 REDONDO ZONE FINANCIAL FORECAST

	BUDGET	REVISED EST	BUDGET	FORECAST			
	<u>2017</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Revenues	109,645	113,840	60,870	65,870	65,870	65,870	68,870
Expenditures	(113,845)	(110,050)	(69,850)	(78,900)	(145,400)	(78,220)	(79,260)
<b>Net Activity ("Profit/Loss")</b>	<u>(4,200)</u>	<u>3,790</u>	<u>(8,980)</u>	<u>(13,030)</u>	<u>(79,530)</u>	<u>(12,350)</u>	<u>(10,390)</u>
Ending Fund Balance	<u>14,555</u>	<u>22,545</u>	<u>13,565</u>	<u>535</u>	<u>(78,995)</u>	<u>(91,345)</u>	<u>(101,735)</u>

## 2017-2022 WATERFRONT ZONE FINANCIAL FORECAST

	BUDGET	REVISED EST	BUDGET	FORECAST			
	<u>2017</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Revenues	300,000	106,185	276,000	276,000	276,000	276,000	276,000
Expenditures	(253,800)	(89,795)	(153,900)	(149,100)	(150,300)	(151,550)	(152,785)
<b>Net Activity ("Profit/Loss")</b>	<u>46,200</u>	<u>16,390</u>	<u>122,100</u>	<u>126,900</u>	<u>125,700</u>	<u>124,450</u>	<u>123,215</u>
Ending Fund Balance	<u>46,200</u>	<u>16,400</u>	<u>138,500</u>	<u>265,400</u>	<u>391,100</u>	<u>515,550</u>	<u>638,765</u>



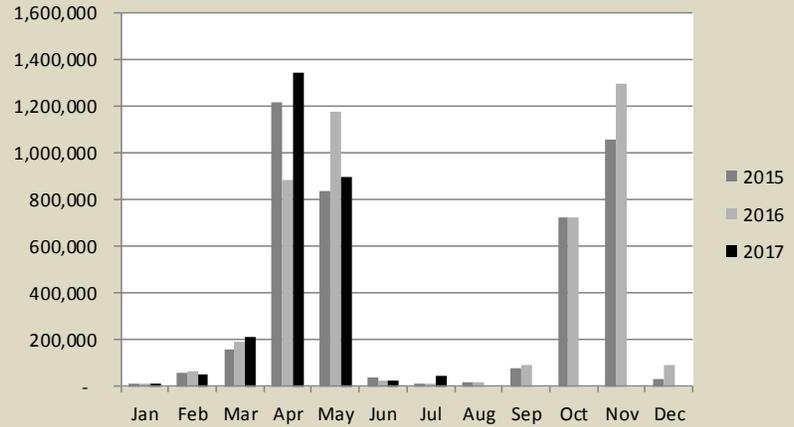
**PART 4**  
**REVENUE GRAPHS TO DATE**  
**(JULY)**

**2017 YTD Compared to 2016 YTD:** **218,791** **9.3%**

	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>PY YTD</u>
Jan	10,191	9,718	7,766	0.2%
Feb	52,372	62,078	55,462	1.6%
Mar	207,664	192,691	159,802	5.8%
Apr	1,341,941	884,255	1,214,531	25.2%
May	892,976	1,172,679	834,623	50.8%
June	22,136	24,323	34,134	51.4%
<b>Jul</b>	<b>45,386</b>	<b>8,130</b>	<b>12,380</b>	<b>51.5%</b>
Aug		19,914	15,762	52.0%
Sep		87,561	76,908	53.9%
Oct		721,023	723,002	69.7%
Nov		1,292,382	1,054,756	98.0%
Dec		92,696	29,206	100.0%
<b>Totals</b>	<b>2,572,665</b>	<b>4,567,450</b>	<b>4,218,332</b>	

**2017 YTD Compared to Annual Budget:** **4,572,060** **56.3%**

### PROPERTY TAXES

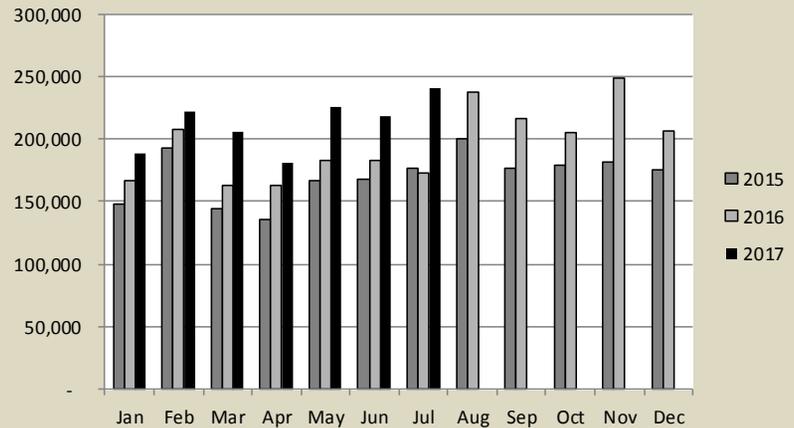


**2017 YTD Compared to 2016 YTD:** **244,982** **19.8%**

	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>PY YTD</u>
Jan	188,813	166,482	148,542	7.1%
Feb	222,214	207,580	192,640	15.9%
Mar	206,184	162,512	144,525	22.8%
Apr	180,327	162,783	135,180	29.7%
May	225,772	183,308	166,575	37.5%
Jun	218,517	182,542	167,671	45.3%
<b>Jul</b>	<b>240,702</b>	<b>172,341</b>	<b>176,608</b>	<b>52.6%</b>
Aug		236,926	200,510	62.7%
Sep		216,225	176,594	71.9%
Oct		205,441	178,690	80.7%
Nov		248,392	181,241	91.2%
Dec		206,295	174,869	100.0%
<b>Totals</b>	<b>1,482,530</b>	<b>2,350,827</b>	<b>2,043,645</b>	

**2017 YTD Compared to Annual Budget:** **2,244,019** **66.1%**

### SALES TAXES

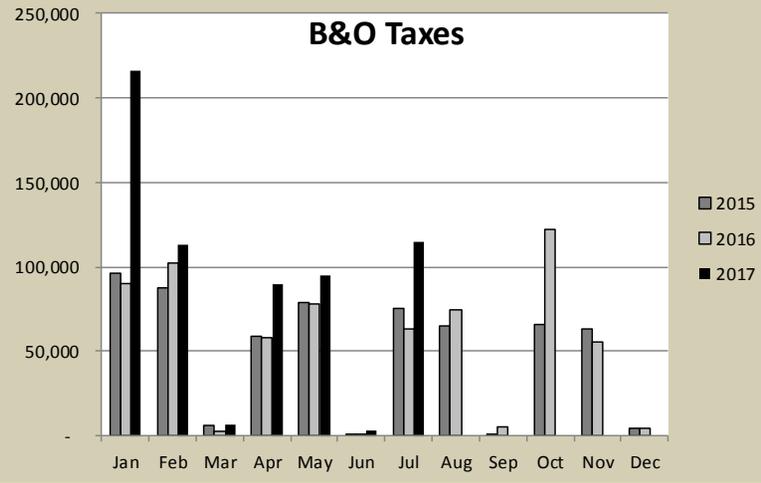


**2017 YTD Compared to 2016 YTD:**

**241,078 60.9%**

	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>PY YTD</u>
Jan	216,324	89,942	95,787	13.7%
Feb	112,795	101,825	87,424	29.2%
Mar	6,291	3,106	6,095	29.6%
Apr	89,260	58,292	58,723	38.5%
May	94,829	78,035	78,674	50.3%
Jun	3,205	1,262	745	50.5%
<b>Jul</b>	<b>114,496</b>	<b>63,661</b>	<b>75,441</b>	<b>60.2%</b>
Aug		74,863	64,797	71.6%
Sep		5,211	1,192	72.4%
Oct		122,095	66,238	91.0%
Nov		55,292	63,614	99.4%
Dec		4,217	4,699	100.0%
<b>Totals</b>	<b>637,201</b>	<b>657,801</b>	<b>603,429</b>	

**2017 YTD Compared to Annual Budget: 784,182 81.3%**

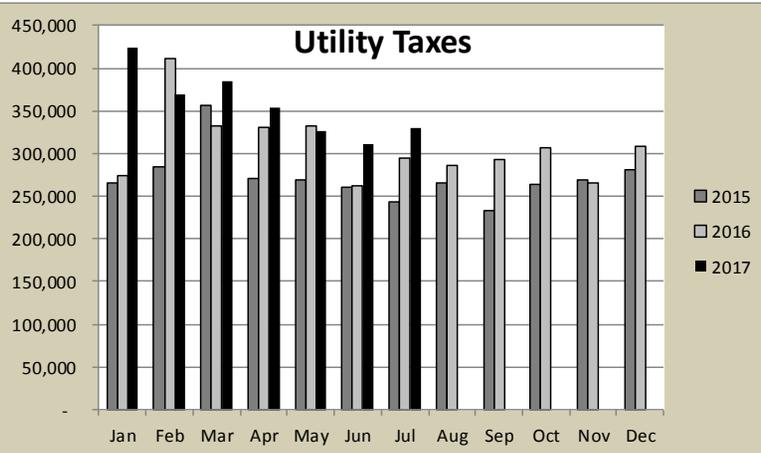


**2017 YTD Compared to 2016 YTD:**

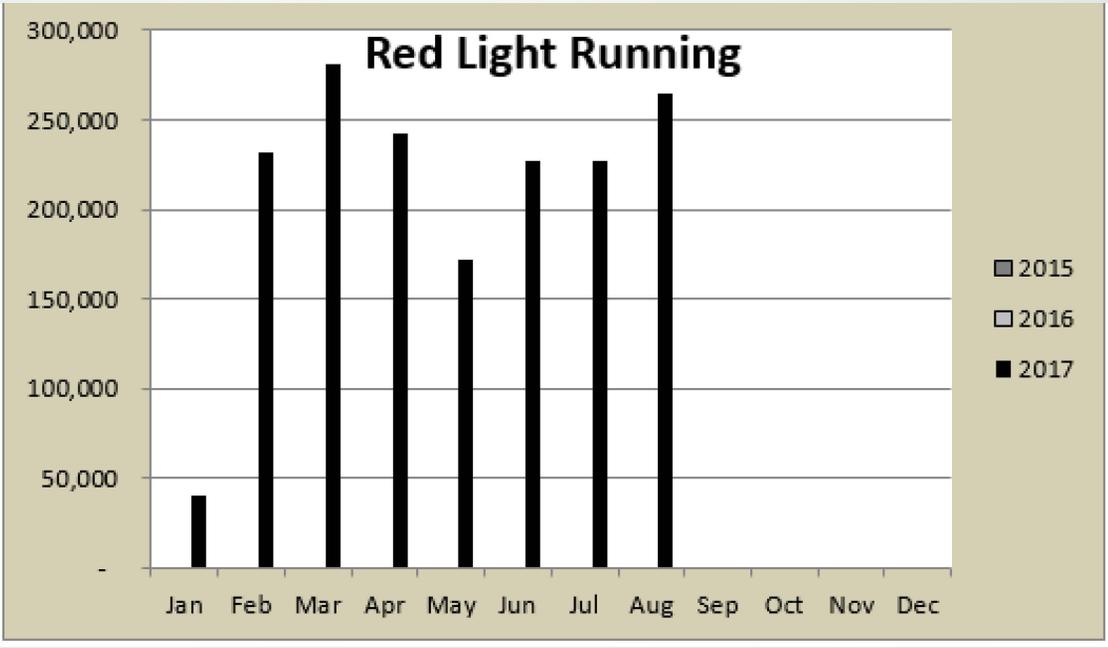
**264,714 11.8%**

	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>PY YTD</u>
Jan	424,753	273,337	264,911	7.4%
Feb	369,100	410,967	284,340	18.5%
Mar	384,143	332,039	357,130	27.5%
Apr	354,597	329,815	270,479	36.4%
May	326,610	333,168	269,809	45.4%
Jun	311,295	262,684	260,950	52.6%
<b>Jul</b>	<b>330,214</b>	<b>293,988</b>	<b>243,353</b>	<b>60.5%</b>
Aug		286,311	265,630	68.3%
Sep		292,324	233,833	76.2%
Oct		306,464	263,509	84.5%
Nov		266,326	269,275	91.7%
Dec		308,003	281,830	100.0%
<b>Totals</b>	<b>2,500,712</b>	<b>3,695,425</b>	<b>3,265,049</b>	

**2017 YTD Compared to Annual Budget: 3,870,139 64.6%**

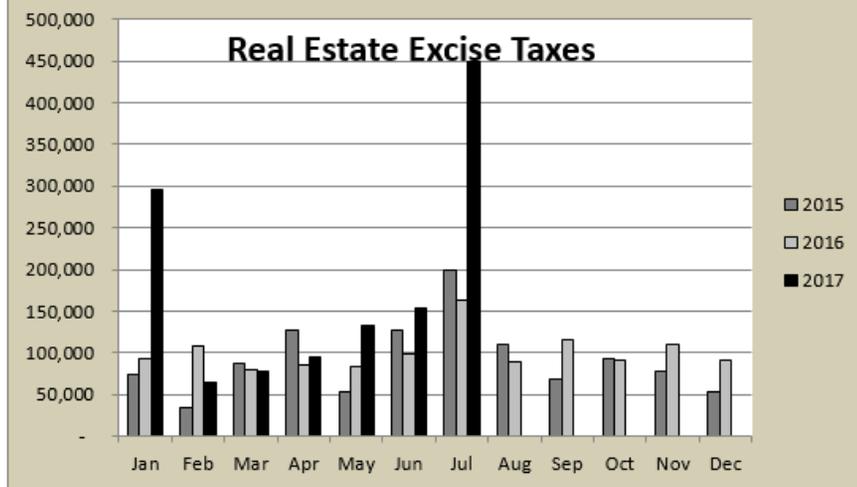


2017 YTD Compared to 2016 YTD:		1,688,581	
	<u>2017</u>	<u>2016</u>	<u>2015</u>
Jan	41,052		0.0%
Feb	232,138		0.0%
Mar	281,581		0.0%
Apr	242,435		0.0%
May	172,019		0.0%
Jun	227,114		0.0%
<b>Jul</b>	<b>227,288</b>		<b>0.0%</b>
Aug	264,954		0.0%
Sep			0.0%
Oct			0.0%
Nov			0.0%
Dec			0.0%
<b>Totals</b>	<b>1,688,581</b>	-	-
<i>2017 YTD Compared to Annual Budget:</i>		1,985,000	85.1%

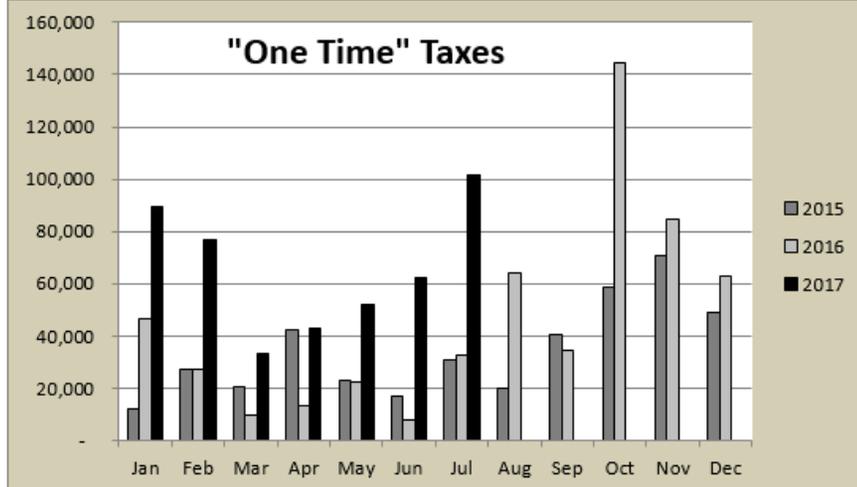


# CIP Revenues: Not Available for O&M costs.

2017 YTD Compared to Annual Budget:				552,165	77.0%
	2017	2016	2015	PY YTD	
Jan	296,469	93,909	74,382	7.7%	
Feb	64,190	109,153	33,884	16.7%	
Mar	78,233	80,623	88,020	23.3%	
Apr	95,642	86,005	127,450	30.4%	
May	132,598	84,072	53,190	37.3%	
Jun	152,999	99,166	127,038	45.5%	
<b>Jul</b>	<b>448,867</b>	<b>163,905</b>	<b>199,170</b>	<b>59.0%</b>	
Aug		90,084	110,322	66.4%	
Sep		116,119	68,647	75.9%	
Oct		91,603	93,478	83.4%	
Nov		109,682	78,694	92.5%	
Dec		91,594	53,220	100.0%	
<b>Totals</b>	<b>1,268,998</b>	<b>1,215,915</b>	<b>1,107,495</b>		
2017 YTD Compared to Annual Budget:				800,000	158.6%



2017 YTD Compared to 2016 YTD:				299,016	287.8%
	2017	2016	2015	PY YTD	
Jan	89,266	46,556	12,359	3.8%	
Feb	76,783	27,195	27,114	6.1%	
Mar	33,370	9,428	20,850	6.8%	
Apr	42,775	13,465	42,498	7.9%	
May	52,185	22,165	22,862	9.8%	
Jun	62,293	7,770	17,170	10.4%	
<b>Jul</b>	<b>101,589</b>	<b>32,666</b>	<b>31,104</b>	<b>13.1%</b>	
Aug	-	64,376	20,237	18.4%	
Sep	-	34,407	40,336	21.2%	
Oct	-	144,643	58,538	33.1%	
Nov	-	84,923	71,022	40.1%	
Dec	-	62,874	49,216	45.3%	
<b>Totals</b>	<b>458,261</b>	<b>550,468</b>	<b>413,306</b>		





**PART 5**  
**PARKS, RECREATION**  
**AND SENIOR SERVICES**  
**(PRSS)**

# PRSS PROGRAMS

- Parks Management & Community Relations.
- Arts.
- Senior & Human Services.
- Recreation:
  - Before & After School
  - Pre-School
  - Breaks & Summer Camp
  - Sports
  - Events & Activities
  - Field Rentals
- Beach Park Facility Rentals.

# PRSS Budget

- The following information is for PRSS Programs only:
  - The 2018 Budget also contains \$920,000 in funding for Park Maintenance.
- This time last year, only summary level financial information was available for decision making.
- This year, revenues and costs are also available at the Program level.

# PRSS (Combined) History & Forecast

<b>FUND 001 PRSS SUMMARY</b>	2014 Actual	2015 Actual	2016 Actual	Budget 2017	Revised 2017	Budget 2018	Forecast 2019	Forecast 2020	Forecast 2021	Forecast 2022
Revenues	1,240,393	1,209,547	1,565,822	1,525,927	1,363,959	1,456,944	1,485,654	1,518,132	1,551,581	1,586,036
Expenditures	1,785,246	1,961,776	1,889,646	2,545,149	2,607,729	2,671,248	2,683,129	2,704,775	2,816,935	2,857,155
Net Activity	(544,853)	(752,229)	(323,824)	(1,019,222)	(1,243,770)	(1,214,304)	(1,197,475)	(1,186,643)	(1,265,354)	(1,271,119)

	2017 BUDGET	Revised 2017	2018 BUDGET	2019	2020	2021	2022
General Fund Admin Chargeback	304,939	304,939	216,553	219,801	223,098	226,445	229,841

<b>PRSS EXPENDITURES</b>	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET	FORECAST 2019	FORECAST 2020	FORECAST 2021	FORECAST 2022
Total PARKS & COMMUNITY RELATIONS	290,649	354,765	298,714	210,174	206,947	218,553	222,952	226,892	232,376	237,660
Total SENIOR SERVICES	328,101	330,899	254,441	393,245	426,242	494,892	459,595	456,137	476,404	476,167
Total HUMAN SOCIAL SERVICES	78,737	87,002	87,114	91,344	91,344	100,000	100,000	100,000	100,000	100,000
Total ARTS PROGRAM	41,850	46,236	49,119	57,221	52,752	54,221	55,274	56,168	57,297	58,475
Total RECREATION PROGRAMS	722,130	763,887	836,081	1,255,288	1,287,980	1,276,732	1,307,569	1,312,311	1,388,097	1,410,748
Total BEACH PARK FACILITY RENTALS	323,779	378,987	364,177	537,877	542,464	526,850	537,739	553,267	562,761	574,105
<b>TOTAL PRSS</b>	<b>1,785,246</b>	<b>1,961,776</b>	<b>1,889,646</b>	<b>2,545,149</b>	<b>2,607,729</b>	<b>2,671,248</b>	<b>2,683,129</b>	<b>2,704,775</b>	<b>2,816,935</b>	<b>2,857,155</b>

- Revenues: Currently includes a 3% overall annual increase in Recreation fees and no increase in Facility Rental and Senior Services fees.
- Total 2018 tax subsidy for Parks and PRSS Programs = \$2,134,304
  - \$920,000 for Parks Maintenance + \$1,214,304 for PRSS Programs

# Parks Management & Community Relations

<b>PARKS &amp; COMMUNITY RELATIONS</b>	<b>Budget 2017</b>	<b>Revised 2017</b>	<b>Budget 2018</b>	<b>Forecast 2019</b>	<b>Forecast 2020</b>	<b>Forecast 2021</b>	<b>Forecast 2022</b>
Revenues	2,825	7,375	6,500	6,500	6,500	6,500	6,500
Expenditures	210,174	206,947	218,553	222,952	226,892	232,376	237,660
<b>Net Activity</b>	<b>(207,349)</b>	<b>(199,572)</b>	<b>(212,053)</b>	<b>(216,452)</b>	<b>(220,392)</b>	<b>(225,876)</b>	<b>(231,160)</b>

## **PARKS & COMMUNITY RELATIONS**

Park land acquisition, design and development  
 Grant applications and management  
 Bench and Banner programs

### **Community Relations & Committees\***

Community information & inquiries  
 Rec N Roll magazine development  
 Municipal Facilities Committee support  
 Lodging Tax Advisory Committee  
 Landmarks Commission  
 Seattle Southside Regional Tourism Authority  
 Des Moines / Main Street  
 Des Moines / Farmers Market  
 Legacy Foundation correspondence & event support  
 Legacy Foundation/ (physical office) customer service

*\* Arts Commission, H&H Services & Sr. Services Committees are reported in other budgets.*

# ARTS PROGRAM

	Budget <u>2017</u>	Revised <u>2017</u>	Budget <u>2018</u>	Forecast <u>2019</u>	Forecast <u>2020</u>	Forecast <u>2021</u>	Forecast <u>2022</u>
<b>ARTS PROGRAMS</b>							
Revenues	17,000	16,671	12,500	9,500	9,500	9,500	9,500
Expenditures	57,221	52,752	54,221	55,274	56,168	57,297	58,475
Net Activity	(40,221)	(36,081)	(41,721)	(45,774)	(46,668)	(47,797)	(48,975)

- Staff time is charged based on actual hours worked (and not a fixed % of FTEs).

# SENIOR & HUMAN SERVICES

<b>SENIOR &amp; HHS - SUMMARY</b>	<b>Budget 2017</b>	<b>Revised 2017</b>	<b>Budget 2018</b>	<b>Forecast 2019</b>	<b>Forecast 2020</b>	<b>Forecast 2021</b>	<b>Forecast 2022</b>
Revenues	126,405	104,730	104,814	104,994	104,994	104,994	104,994
Expenditures	484,589	517,586	594,892	559,595	556,137	576,404	576,167
<b>Net Activity</b>	<b>(358,184)</b>	<b>(412,856)</b>	<b>(490,078)</b>	<b>(454,601)</b>	<b>(451,143)</b>	<b>(471,410)</b>	<b>(471,173)</b>

<b>SS &amp; HHS - DETAIL</b>	<b>Budget 2017</b>	<b>Revised 2017</b>	<b>Budget 2018</b>	<b>Forecast 2019</b>	<b>Forecast 2020</b>	<b>Forecast 2021</b>	<b>Forecast 2022</b>
<b>SENIOR SERVICES</b>							
Revenues	126,405	104,730	104,814	104,994	104,994	104,994	104,994
Expenditures	393,245	426,242	494,892	459,595	456,137	476,404	476,167
<b>Net Activity</b>	<b>(266,840)</b>	<b>(321,512)</b>	<b>(390,078)</b>	<b>(354,601)</b>	<b>(351,143)</b>	<b>(371,410)</b>	<b>(371,173)</b>

<b>HEALTH &amp; HUMAN SERVICES</b>	<b>Budget 2017</b>	<b>Revised 2017</b>	<b>Budget 2018</b>	<b>Forecast 2019</b>	<b>Forecast 2020</b>	<b>Forecast 2021</b>	<b>Forecast 2022</b>
Revenues	0	0	0	0	0	0	0
Expenditures	91,344	91,344	100,000	100,000	100,000	100,000	100,000
<b>Net Activity</b>	<b>(91,344)</b>	<b>(91,344)</b>	<b>(100,000)</b>	<b>(100,000)</b>	<b>(100,000)</b>	<b>(100,000)</b>	<b>(100,000)</b>

# Recreation - Combined

<b>RECREATION - SUMMARY</b>	<b>Budget 2017</b>	<b>Revised 2017</b>	<b>Budget 2018</b>	<b>Forecast 2019</b>	<b>Forecast 2020</b>	<b>Forecast 2021</b>	<b>Forecast 2022</b>
Revenues	1,082,349	969,096	1,059,047	1,090,577	1,123,055	1,156,504	1,190,959
Expenditures	1,255,288	1,287,980	1,276,732	1,307,569	1,312,311	1,388,097	1,410,748
<b>Net Activity</b>	<b>(172,939)</b>	<b>(318,884)</b>	<b>(217,685)</b>	<b>(216,992)</b>	<b>(189,256)</b>	<b>(231,593)</b>	<b>(219,789)</b>

- Recreation Programs:
  - Before & After School
  - Pre-School
  - Breaks & Summer Camp
  - Sports
  - Events & Activities
  - Field Rentals
  
- Financial Analysis Improvement.
  - This time last year....
  - Shall we raise all recreation programs 20% to break even?
  - Perhaps not... We can now look at program level information.

## Recreation Programs- Definitions

- **“Direct Expenditures”** – Costs specifically identifiable to a single program (i.e. Recreation Leaders personnel costs, supply costs, trip fees, rent, etc.).
- **“Allocated Expenditures”** – Costs benefitting more than one program (i.e. Recreation Manager & other full time personnel costs, office & software costs, building maintenance costs, % of Director, % of Admin Asst. II and other General Fund Admin costs).

## Recreation – Camps

### RECREATION - DETAIL

#### BEFORE & AFTER SCHOOL

	<u>Budget</u> <u>2017</u>	<u>Revised</u> <u>2017</u>	<u>Budget</u> <u>2018</u>	<u>Forecast</u> <u>2019</u>	<u>Forecast</u> <u>2020</u>	<u>Forecast</u> <u>2021</u>	<u>Forecast</u> <u>2022</u>
Revenues	455,097	483,961	498,520	513,476	528,880	544,746	561,088
Direct Expenditures	167,485	167,485	170,802	176,044	183,323	185,713	187,059
Allocated Expenditures	235,331	223,333	242,820	248,000	241,927	264,759	270,481
<i>Net Activity</i>	52,281	93,143	84,898	89,432	103,630	94,274	103,548

#### PRESCHOOL

	<u>Budget</u> <u>2017</u>	<u>Revised</u> <u>2017</u>	<u>Budget</u> <u>2018</u>	<u>Forecast</u> <u>2019</u>	<u>Forecast</u> <u>2020</u>	<u>Forecast</u> <u>2021</u>	<u>Forecast</u> <u>2022</u>
Revenues	21,000	21,000	21,630	22,279	22,947	23,635	24,344
Direct Expenditures	53,253	52,253	54,461	56,227	59,695	60,059	60,432
Allocated Expenditures	71,312	72,043	80,940	82,667	80,642	88,253	90,160
<i>Net Activity</i>	(103,565)	(103,296)	(113,771)	(116,615)	(117,390)	(124,677)	(126,248)

#### SUMMER/BREAK

	<u>Budget</u> <u>2017</u>	<u>Revised</u> <u>2017</u>	<u>Budget</u> <u>2018</u>	<u>Forecast</u> <u>2019</u>	<u>Forecast</u> <u>2020</u>	<u>Forecast</u> <u>2021</u>	<u>Forecast</u> <u>2022</u>
Revenues	333,085	249,104	288,400	297,052	305,964	315,143	324,597
Direct Expenditures	225,354	230,354	164,896	170,013	178,581	180,340	181,790
Allocated Expenditures	313,774	309,784	235,461	240,485	234,596	256,736	262,284
<i>Net Activity</i>	(206,043)	(291,034)	(111,957)	(113,446)	(107,213)	(121,933)	(119,477)

# Recreation – Sports, Events, Field Rentals

<b>RECREATION - DETAIL</b>	<b>Budget 2017</b>	<b>Revised 2017</b>	<b>Budget 2018</b>	<b>Forecast 2019</b>	<b>Forecast 2020</b>	<b>Forecast 2021</b>	<b>Forecast 2022</b>
<b>SPORTS</b>							
Revenues	151,453	123,673	150,814	155,338	159,999	164,799	169,743
Direct Expenditures	46,302	52,506	83,074	84,635	86,618	87,506	88,413
Allocated Expenditures	64,181	72,043	117,731	120,243	117,298	128,368	131,142
<i>Net Activity</i>	40,970	(876)	(49,991)	(49,540)	(43,917)	(51,075)	(49,812)
<b>ACTIVITIES/CLASSES/EVENTS</b>							
Revenues	80,953	54,889	56,541	58,237	59,984	59,984	63,637
Direct Expenditures	17,215	18,579	40,020	40,898	42,153	42,743	43,352
Allocated Expenditures	21,394	21,613	58,865	60,121	58,649	64,184	65,571
<i>Net Activity</i>	42,344	14,697	(42,344)	(42,782)	(40,818)	(46,943)	(45,286)
<b>FIELD RENTALS</b>							
Revenues	25,061	17,508	16,480	16,974	17,483	18,007	18,007
Direct Expenditures	0	11,800	1,000	1,015	1,030	1,045	1,061
Allocated Expenditures	0	14,409	0	0	0	0	0
<i>Net Activity</i>	25,061	(8,701)	15,480	15,959	16,453	16,962	16,946

- FIELD RENTALS – “Work in Progress” as time is not being reported separately on timesheets yet...

# Recreation Programs

<b>RECREATION -SUMMARY</b>	<b>Budget 2017</b>	<b>Revised 2017</b>	<b>Budget 2018</b>	<b>Forecast 2019</b>	<b>Forecast 2020</b>	<b>Forecast 2021</b>	<b>Forecast 2022</b>
Revenues	1,082,349	969,096	1,059,047	1,090,577	1,123,055	1,156,504	1,190,959
Expenditures	1,255,288	1,287,980	1,276,732	1,307,569	1,312,311	1,388,097	1,410,748
Net Activity	(172,939)	(318,884)	(217,685)	(216,992)	(189,256)	(231,593)	(219,789)

- Staff will be preparing a expenditure neutral proposal at the program level.
  - Or slightly higher revenue
- This proposal and other options will be discussed with Council this fall.

# Recreation Programs Scholarships

- CITY

City Recreation Scholarship Funds on hand Jan 1, 2017	\$16,632
Scholarships used Jan-June 2017	<u>(1,786)</u>
City Recreation Scholarship Funds on hand August 1, 2017	\$14,846

- LEGACY FOUNDATION AWARD (None used to date) \$10,000

Total Available Scholarships **\$24,846**

# Beach Park Facility Rentals

- Rental revenue and O&M costs for Field House, Sr. Activity Center & Wooton Park are included in other budgets.
  - Relatively minor (\$36,000)
- Rentals arrangements are made by BP Facility Rental Staff.

# Beach Park Rentals

<b>BEACH PARK RENTALS - SUMMARY</b>	<b>Budget 2017</b>	<b>Revised 2017</b>	<b>Budget 2018</b>	<b>Forecast 2019</b>	<b>Forecast 2020</b>	<b>Forecast 2021</b>	<b>Forecast 2022</b>
Revenues	297,348	266,087	274,083	274,083	274,083	274,083	274,083
Expenditures	537,877	542,464	526,850	537,739	553,267	562,761	574,105
<b>Net Activity</b>	<b>(240,529)</b>	<b>(276,377)</b>	<b>(252,767)</b>	<b>(263,656)</b>	<b>(279,184)</b>	<b>(288,678)</b>	<b>(300,022)</b>

<b>BEACH PARK RENTAL- DETAIL</b>	<b>Budget 2017</b>	<b>Revised 2017</b>	<b>Budget 2018</b>	<b>Forecast 2019</b>	<b>Forecast 2020</b>	<b>Forecast 2021</b>	<b>Forecast 2022</b>
Revenues	297,348	266,087	274,083	274,083	274,083	274,083	274,083
Personnel Costs	250,069	254,656	264,193	272,636	290,004	295,838	303,824
Supplies & Service Costs	115,664	115,664	111,780	112,223	108,304	109,805	110,922
Utilities, Repairs & GF Admin Costs	172,144	172,144	150,877	152,880	154,959	157,118	159,359
<b>Net Activity</b>	<b>(240,529)</b>	<b>(276,377)</b>	<b>(252,767)</b>	<b>(263,656)</b>	<b>(279,184)</b>	<b>(288,678)</b>	<b>(300,022)</b>

- Revenue Goals:
  - 1<sup>ST</sup> Met – To cover direct personnel costs.
  - 2<sup>nd</sup> In process – Raise additional \$110,000 per year to cover variable operating costs.
  - 3<sup>rd</sup> Future – Raise additional \$150,000 per year to cover fixed facility & GF Admin costs.
- Approaches to Achieve Goals:
  - Keep rates at full competitive market rates
  - Increase utilization of existing facilities
  - Explore new revenue opportunities



# PART 6

## PUBLIC SAFETY

# Public Safety Enhancements

- Decreased calls for service results in redeployment of existing resources:
  - Pacific Ridge Strategic Plan: Interdepartmental strategy involving Code Enforcement, Public Works, Legal and Police
    - Including City Attorney Nuisance Vegetation Ordinance and Reduction in calls from high risk properties
  - Paid Parking at the Marina
- Added tools that resulted in enhanced operational efficiency and public safety:
  - New crime analytics software is aiding PD in crime analysis
  - Red Light Running – Automated Enforcement
  - Added funding for the Abatement Fund
  - New Ordinances for abating nuisance properties
  - Added funding for Traffic Calming Devices
- Emergency Management and Preparedness:
  - Creation of new EMS program and joined regional EMS team.
  - Participation in FEMA training and exercises
  - North bulkhead replacement – significant investments
  - Replacing outdated Communications Equipment

# Public Safety Enhancements

- Restructuring and Reorganizations:
  - Has successfully underwent a change in leadership at the PD Commander level
  - Commander Bohl has moved up to the new Assistant Chief position
- Funded new police officer positions in 2017:
  - Hired 3 new officers on Patrol
- Regional Partnerships and participation:
  - A new detective position for the Violent Crimes Task Force
  - Joining SWAT

# Public Safety Enhancements

- Security Improvements:
  - Court Security Staffing
  - Facility Improvements at Court and PD

## CONCLUSION –

We have come a long way...

FROM: Unustainable budget using One-Time revenues  
and no plan

GENERAL FUND

2014-

\$ 677,000

## CONCLUSION –

We have come a long way...

TO: A Sustainable, healthy budget, based on a 5 year plan, that addresses our near term succession needs without using One-Time Tax revenues.

### GENERAL FUND + DEVELOPMENT FUND

2014- \$ 677,000

2017 -  $\$4,475,000 + \$1,869,000 = \$6,344,000$

## Next Steps: BUDGET PREPARATION CALENDAR

- City Manager files Preliminary Budget & Budget Message Oct 12, 2017
- Public Hearing on Preliminary O&M and Capital Budgets Oct 26, 2017
- Public Hearing on Preliminary Budget (continued if needed) Nov 2, 2017
- Public Hearing on Revenue Sources & Property Tax levy Nov 9, 2017
- Public Hearing on Final O&M and Capital Budgets Nov 9, 2017
- Public Hearing on Revised 2017 O&M and Capital Budgets Nov 9, 2017



# Attachment 1

## Budget at a Glance

# Attachment 1: BUDGET AT A GLANCE

## GENERAL FUND 001

	2017 ADJ BUDGET			2017 REVISED BUDGET			2018 BUDGET				
	ANNUAL 12 MONTHS			ANNUAL 12 MONTHS			ANNUAL 12 MONTHS				
	REVENUES	EXPENDITURES	NET	REVENUES	EXPENDITURES	NET	REVENUES	%	EXPENDITURES	%	NET
<b>BEGINNING FUND BALANCE</b>			<b>2,933,039</b>			<b>2,883,644</b>					<b>4,475,000</b>
<i>Unrestricted Revenues</i>											
Unrestricted Taxes	11,650,919		11,650,919	12,223,457		12,223,457	12,117,000	99%			
One Time Sales/B&O Taxes	199,420		199,420	797,893		797,893	-	0%			
Unrestricted Franchise Fees	1,090,440		1,090,440	1,154,937		1,154,937	1,130,000	98%			
State/City Assistance	90,000		90,000	115,938		115,938	90,000	78%			
Miscellaneous	41,650		41,650	46,610		46,610	21,000	45%			
Transfer In	-		-	-		-					
<b>Total Unrestricted Revenues</b>	<b>13,072,429</b>		<b>13,072,429</b>	<b>14,338,835</b>		<b>14,338,835</b>	<b>13,358,000</b>	<b>93%</b>			<b>13,358,000</b>
<i>Policy &amp; Support Services</i>											
Support Services Chargebacks	2,381,924		2,381,924	2,381,927		2,381,927	2,620,190	110%			2,620,190
City Council		91,989	(91,989)		76,155	(76,155)	-		95,148	125%	(95,148)
City Manager	26,357	1,212,929	(1,186,572)	61,533	1,258,187	(1,196,654)	-	0%	1,178,058	94%	(1,178,058)
Financial Services	51,356	1,009,598	(958,242)	51,420	1,021,533	(970,113)	70,000		1,017,660	100%	(947,660)
Technology Services	835,118	792,022	43,096	834,216	837,147	(2,931)	758,527	91%	715,713	85%	42,814
Legal (Civil)		298,332	(298,332)	20,427	320,456	(300,029)	-		315,537	98%	(315,537)
Bldg & Facility Maint		351,603	(351,603)		352,341	(352,341)			394,665	112%	(394,665)
<b>Total Policy &amp; Support Services</b>	<b>3,294,755</b>	<b>3,756,473</b>	<b>(461,718)</b>	<b>3,349,523</b>	<b>3,865,819</b>	<b>(516,296)</b>	<b>3,448,717</b>	<b>103%</b>	<b>3,716,781</b>	<b>96%</b>	<b>(268,064)</b>
<i>Public Safety Services</i>											
Restricted - Public Safety	3,377,340		3,377,340	4,163,406		4,163,406	3,866,000	93%			3,866,000
Court	121,110	1,187,392	(1,066,282)	120,860	1,223,349	(1,102,489)	115,005	95%	1,287,728	105%	(1,172,723)
Probation	69,143	172,116	(102,973)	72,974	190,161	(117,187)	72,500	99%	224,938	118%	(152,438)
EMS/Fire/Jail/Public Defenders	4,358	756,312	(751,954)	4,536	737,845	(733,309)	4,500	99%	949,822	129%	(945,322)
Legal (Prosecution, DV, etc.)	25,000	345,164	(320,164)	33,335	353,831	(320,496)	36,050	108%	377,599	107%	(341,549)
Police	225,905	10,413,423	(10,187,518)	245,934	10,410,940	(10,165,006)	236,300	96%	10,551,167	101%	(10,314,867)
<b>Total Public Safety Services</b>	<b>3,822,856</b>	<b>12,874,407</b>	<b>(9,051,551)</b>	<b>4,641,045</b>	<b>12,916,126</b>	<b>(8,275,081)</b>	<b>4,330,355</b>	<b>93%</b>	<b>13,391,254</b>	<b>104%</b>	<b>(9,060,899)</b>
<i>Community Services</i>											
Planning & Bldg (NonFee Based)		438,678	(438,678)		471,580	(471,580)			698,300	148%	(698,300)
Engineering (NonFee Based)		245,096	(245,096)		239,656	(239,656)			256,360	107%	(256,360)
<b>Subtotal</b>	<b>-</b>	<b>683,774</b>	<b>(683,774)</b>	<b>-</b>	<b>711,236</b>	<b>(711,236)</b>	<b>-</b>		<b>954,660</b>	<b>134%</b>	<b>(954,660)</b>
Park Maintenance	28,403	855,184	(826,781)	34,988	854,751	(819,763)	26,665	76%	946,555	111%	(919,890)
Parks & Community Relations	2,825	210,174	(207,349)	7,375	206,947	(199,572)	6,500	88%	218,553	106%	(212,053)
Arts Program	17,000	57,221	(40,221)	16,671	52,752	(36,081)	104,814	629%	54,221	103%	(490,078)
Senior & Human Services	126,405	484,589	(358,184)	104,730	517,586	(412,856)	12,500	12%	594,892	115%	(41,721)
Recreation Programs	1,082,189	1,255,288	(173,099)	969,096	1,287,980	(318,884)	1,059,047	109%	1,276,732	99%	(217,685)
Beach Park Rentals	297,348	537,877	(240,529)	266,087	542,464	(276,377)	274,083	103%	526,850	97%	(252,767)
<b>Subtotal</b>	<b>1,554,170</b>	<b>3,400,333</b>	<b>(1,846,163)</b>	<b>1,398,947</b>	<b>3,462,480</b>	<b>(2,063,533)</b>	<b>1,483,609</b>	<b>106%</b>	<b>3,617,803</b>	<b>104%</b>	<b>(2,134,194)</b>
<b>Total Community Services</b>	<b>1,554,170</b>	<b>4,084,107</b>	<b>(2,529,937)</b>	<b>1,398,947</b>	<b>4,173,716</b>	<b>(2,774,769)</b>	<b>1,483,609</b>	<b>106%</b>	<b>4,572,463</b>	<b>110%</b>	<b>(3,088,854)</b>
<i>Transfers Out</i>											
Operating Subsidies		64,440	(64,440)		269,000	(269,000)			30,000	11%	(30,000)
Debt Service		64,440	(64,440)		11,440	(11,440)			11,440	100%	(11,440)
Capital Projects		700,000	(700,000)		900,893	(900,893)			2,014,000	224%	(2,014,000)
<b>Total Transfers</b>	<b>-</b>	<b>828,880</b>	<b>(828,880)</b>	<b>-</b>	<b>1,181,333</b>	<b>(1,181,333)</b>	<b>-</b>		<b>2,055,440</b>		<b>(2,055,440)</b>
<b>TOTAL GENERAL FUND</b>	<b>21,744,210</b>	<b>21,543,867</b>	<b>200,343</b>	<b>23,728,350</b>	<b>22,136,994</b>	<b>1,591,356</b>	<b>22,620,681</b>	<b>95%</b>	<b>23,735,938</b>	<b>107%</b>	<b>(1,115,257)</b>
<b>ENDING FUND BALANCE</b>			<b>3,133,382</b>			<b>4,475,000</b>					<b>3,359,743</b>
<i>2 month ON-GOING expenditures target = min Ending Fund Balance</i>											<b>3,428,667</b>

### SPECIAL REVENUE FUND 105 (DEVELOPMENT - FEE BASED)

	2017 ADJ BUDGET			2017 REVISED BUDGET			2018 BUDGET				
	ANNUAL 12 MONTHS			ANNUAL 12 MONTHS			ANNUAL 12 MONTHS				
	REVENUES	EXPENDITURES	NET	REVENUES	EXPENDITURES	NET	REVENUES**	%*	EXPENDITURES	%*	NET
<b>BEGINNING FUND BALANCE</b>			<b>1,507,686</b>			<b>1,507,686</b>					<b>1,868,569</b>
<i>Community Services (PBPW Fee Based)</i>											
Interest Earnings				5,217		5,217	5,000	0%			5,000
Planning (Fee Based)	479,000	458,795	20,205	301,264	486,538	(185,274)	268,000	89%	681,330	140%	(413,330)
Recycle Grant	53,000	50,318	2,682	44,359	50,449	(6,090)	44,360	100%	50,844	101%	(6,484)
Building & Permits (Fee Based)	948,145	791,592	156,553	1,608,361	712,961	895,400	1,547,650	96%	753,834	106%	793,816
Minor Home Repair Grant	25,000	25,000	-	31,625	25,011	6,614	32,000	101%	25,577	102%	6,423
Engineering (Fee Based)	457,570	861,373	(403,803)	585,130	940,114	(354,984)	471,000	80%	913,467	97%	(442,467)
<b>TOTAL PBPW Fee Based</b>	<b>1,962,715</b>	<b>2,187,078</b>	<b>(224,363)</b>	<b>2,575,956</b>	<b>2,215,073</b>	<b>360,883</b>	<b>2,368,010</b>	<b>92%</b>	<b>2,425,052</b>	<b>109%</b>	<b>(57,042)</b>
<b>ENDING FUND BALANCE</b>			<b>1,283,323</b>			<b>1,868,569</b>					<b>1,811,527</b>



# Attachment 2

## Draft Committee Work Programs

## **Municipal Facilities Committee Potential 2018 Work Program Items**

### January

- Confirm 2018 MFC Work Program
- Marina & Beach Park Paid Parking- Implementation Plan Discussion
- Lodging Tax Signage Project- Update
- Draft Park Code-Title 19- Discussion
- 2017-2019 Play Equipment Replacement Community Funding Plan- Discussion
- Court Security Improvements – Scope Discussion
- Police Security Improvements – Scope Discussion
- Building Access System – Scope Discussion

### February

- Marina DNR Lease Update- Discussion
- North Marina/Beach Park Project Development- Discussion
  - New Breakwater & Floats
  - Public Fishing Pier Renovations
  - New restroom and extension of Promenade
  - North Bulkhead & Beach Park Bulkhead
- 2018 CIP Project Updates
- Marina Dynamic Messaging Signs -- Discussion

### March

- 2018 CIP Project Updates Facility Repair and Replacement Needs – Fund 506
- Carmen Scott Heritage Trail Improvement Project- Update

### April

- North Marina Project Development Funding Plan- Discussion
- Facility Repair and Replacement Needs – Fund 506
- Redondo Paid Parking- Implementation Plan Discussion
- Court Security Improvements
- Police Security Improvements
- Building Access System

### May

- 2019 Budget Review (MCI, Marina, and Fund 506)- Discussion
- Barnes Creek Trail Design- Update
- DDM- Main Street Community Landmarks Survey- Discussion
- Facility Repair and Replacement Needs – Fund 506

### June

- 2019 Budget Review (MCI, Marina, and Fund 506)- Continued Discussion
- 2018 CIP Project Update
- Facility Repair and Replacement Needs – Fund 506

July

August

- North Marina Project Development- Continued Discussion

September

- 2018 CIP Project Update

October

- Follow Up Items

November

- Draft 2019 MFC Work Program

December

- 2018 CIP Project Update

DRAFT

**DRAFT**  
**Finance and Economic Development Committee**  
**Work Program Items for 2017-2018**  
**Updated July 2017**

**Underway 2017**

- SEPA thresholds and categorical exemptions – Council in September 2017
- Title 18 revisions, landscaping buffer flexibility, Sound Transit – Council in fall 2017
- Essential public facilities ordinance - first reading May 2016, passed to a second reading, complete in 2017 to facilitate the development agreement with Sound Transit
- Shoreline Master Program, limited amendment (Wasson House, parks) – consultant work begun
- Wireless small cell ordinance – model ordinance being developed by consultant
- Nuisance abatement – on-going

**Identified 2018**

- Pacific Ridge, review zoning/comp plan/planned action – south end (PR-R to PR-C?)
- FWLE Development Agreements with ST, Kent, possibly SeaTac, Highline College
- Review Business Park zoning on the south side of South 216<sup>th</sup> Street
- Port of Seattle development agreement, Master Plan and SEPA review – DMCBP-West
- Institutional Campus (IC) zoning work - Landmark
- Group home regulations
- Commercial land use table
  - medical facilities
  - non-profits
- Code Maintenance
  - Add “intensify of land use” definition back into Title 16
  - Clean-up items
- CAO amendment – add definitions and reference to Ecology manual
- Transit oriented development, Pacific Ridge and KDM Midway Station area
- Repeal the MFTE Code (per direction from committee on 3-9-2017)
- Marina re-development associated policy and code work – scope to be determined
- Marina Master Plan update

**Possible additional items**

- Marina SEPA planned action
- School impact fees (discussed with Committee May 2016, request received from school district July 2017)
- Fire District impact fees
- CPTED (Crime Prevention through Environmental Design) – potentially extend beyond Marina District and Pacific Ridge (briefly discussed with FEDC)
- Development incentives for tree retention
- Parking in-lieu fee for the Marina District
- Parking code – parking requirements, modifications, lighting requirements (per CPTED/Pacific Ridge Design Guidelines)

- Roof top structures and screening requirements
- Keeping of animals, including bees
- Update of the PUD code
- Update of the subdivision code
- Facilitate the implementation of the Marina District Wayfinding and Signage Program in collaboration with Destination Des Moines, Arts Commission, others (establish signage/kiosk designs, locations and funding)
- Building heights in the area of the QFC site

DRAFT

**2018 DRAFT Environment Committee  
Work Program**

**January 18, 2018**

Confirm 2017 Work Program  
Service Center NPDES Permit Requirements Follow-up  
Poverty Bay Shellfish District Update

**February 15, 2017**

Marina Master Plan  
Port of Seattle Community Ecology Fund  
LID Integration – Street Design & Construction Standards

**March 15, 2017**

SWM Development Fees  
CIP Project Updates

**April 19, 2018**

Water District 54 Comp Plan

**May 17, 2018**

Poverty Bay Shellfish District Update

**June 21, 2018**

Draft 2019-2024 SWM CIP  
Update on CMP Pipe Replacement Inventory  
LID Integration – Street Design & Construction Standards

**July 19, 2018**

Draft 2019-2024 NPDES Permit - Tentative  
NPDES Program Update

**August 16, 2018**

CIP Project Updates

**September 20, 2018**

2019 SWM Capital Improvement Budget  
2019 Budget Discussions

**October 18, 2018**

Poverty Bay Shellfish Downgrade Update

**November 15, 2018**

TBD

**December 20, 201**

TBD

DRAFT

## 2018 **DRAFT** PS&T Committee Work Program

### **January 4, 2018**

2018 PS&T Work Plan  
CIP Projects/Grant Selection Review  
Final ADA Transition Plan  
Crime Prevention-Block Watch Update (PD)  
Sound Transit Update

### **February 1, 2018**

Animal Control Update (PD)  
Street Standards  
Sound Transit Update  
SR-509 Update

### **March 1, 2018**

CIP Project Updates  
Redondo Paid Parking  
2019 Pavement Management Program  
Accreditation Update (PD)  
Sound Transit Update

### **April 5, 2018**

PSE Street Light Conversion  
Code Enforcement Update (PD)  
Sound Transit Update  
SR-509 Update

### **May 3, 2018**

Draft TIP  
CIP Project Updates  
Alarm Ordinance (PD)  
Sound Transit Update

### **June 7, 2018**

TIP  
Pacific Ridge Strategic Plan Update (PD & City Team)  
Sound Transit Update  
SR-509 Update

### **July 5, 2018**

CIP Project Updates  
Investigation Division Update (PD)  
Patrol Operations Update (PD)  
Sound Transit Update

### **August 2, 2018**

Draft 2019-2024 Transportation CIP Budget  
Graffiti Abatement Program (PD)  
Sound Transit Update

**September 6, 2018**

2019-2024 Transportation CIP Budget  
CIP Project Updates  
Back to School/SRO Update (PD)  
Sound Transit Update

**October 4, 2018**

Port of Seattle Port Property DMPD Response to calls for Service in New Business Park (PD)  
Sound Transit Update

**November 1, 2018**

CIP Project Updates  
Evidence Based Policing/Crime Analytics Progress (PD)  
Sound Transit Update

**December 6, 2018**

Police Risk/Liability Briefing (EVOC, Firearms, Defensive Tactics) (PD)

September 14, 2017

Hello Mayor Pina and Esteemed Colleagues,

As you know I experienced a medical issue on August 24<sup>th</sup> ; I would like to thank all of you, the City of Des Moines family and the large number of our community members that have reached out with support for me and my family. I have shared with some of you that I will recover fully; however, my physician has restricted my activities during my recuperation.

Until I have been released by my physician I would like to request an excused absence from my committee and council meetings

I look forward to returning soon.

Best Regards,



Vic Pennington

Deputy Mayor and Councilmember



## Bonnie Wilkins

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**From:** desmnsdave@aol.com  
**Sent:** Tuesday, September 05, 2017 3:03 PM  
**To:** field@aclu-wa.org; Dave Kaplan  
**Subject:** Re: Don't Ban Safe Consumption Sites Before Listening to Public Health Experts

Dear Dr. Wood, Mr. Roberts, and Mr. Ninburg,

Thank you for your email concerning the banning of Safe Consumption Sites.

While I agree with you that local action was unnecessary, the Des Moines City Council passed draft Resolution 17-105 on August 24th, 2017 banning such facilities. The vote was unanimous.

I've read through the report of the Task Force, and agree with all but two of the recommendations: the recommendation that would "alleviate barriers placed on opioid treatment, including the number of clients served and the siting of such clinics;" and the establishment of Community Health Engagement Locations.

South King County has essentially been the dumping ground for a host of unwanted and negative impacts on the Seattle-area community. The votes in Auburn, Federal Way, Kent, Des Moines, and others is an expression of being fed up with being Seattle's dumping ground. That does not mean we don't recognize a need in South King County, but that it's just another log on the bonfire of services and other social impacts felt by our communities. Both of those two recommendations are reflected in the votes that have taken place.

Any number of the recommendations are already being addressed ... such as the raising awareness of the problem, promoting safe storage and disposal, and expanded distribution of naloxone (via South King Fire & Rescue.) But there needs to be a comprehensive effort that clearly states the roles of the federal government, state government, county government, local government, and local providers, and how those roles will be funded. I don't believe the study clearly addresses those concerns ... particularly in an era when we're already struggling to fund basic services.

I'm keenly aware of the issue of opioid addiction from my previous jobs, in the context of workers' compensation and injured workers. I've been a strong supporter of the efforts of Dr. Gary Franklin (Medical Director, WA Dept of Labor & Industries) to try and deal with this issue on the over-prescribing end of the spectrum. His efforts over the past 12 years have led directly to all state agencies and the federal CDC to take steps to try and address the abuse of the legally obtained opioids. The challenge has been, and will continue to be, the illegally obtained opioids.

I appreciate the efforts you've made to help address any number of community health risks over the years (whether HIV/AIDS, hepatitis, or drug overdose prevention), but the sanctioning of the pilot projects would be a step too far. It wouldn't stop the addiction, only foster "healthier" addiction. It wouldn't stop the need for fixes between legitimate drug administration, or the crime necessary to pay for those fixes. Nor would it ensure less impacts on the local community, based on the reports cited of the Vancouver, BC experience.

Thank you again for your thoughts on this important topic.

Please feel free to reach out to me during my last four months on the City Council.

Warm Regards,

Dave Kaplan  
Councilmember  
City of Des Moines, WA

In a message dated 9/5/2017 11:36:23 AM Pacific Standard Time, field@aclu-wa.org writes:

Don't be fooled by opponents of safe consumption sites until you take a hard look at the facts yourself.  
The science is clearly on the side of this public health intervention.

Sincerely,

Dr. Bob Wood, Director of the HIV/AIDS Program at Public Health-Seattle & King  
County from 1986 to 2010

Michael Roberts, founder of 'Amber's HOPE' – lost a daughter to overdose

Michael Ninburg, Executive Director – Hepatitis Education Project

# COMMUNITY CONNECTIONS

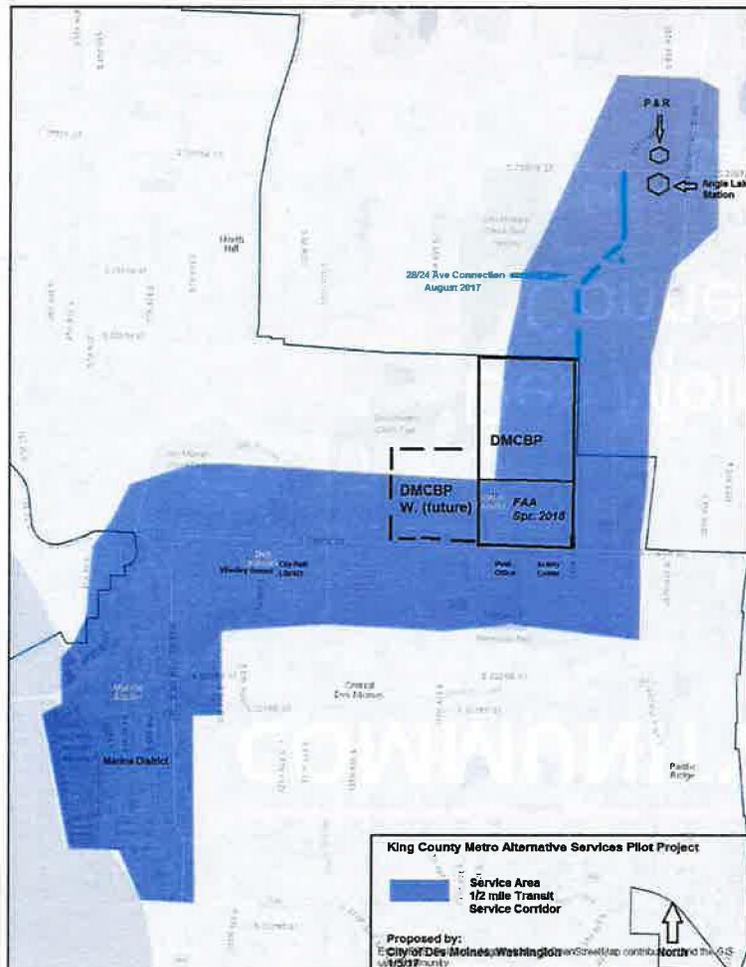
*Innovation in action*

## Des Moines Community Connections Project

Des Moines City Council Meeting  
September 14, 2017



# Project Area & Objectives



- Plan for the growing transportation needs of workers in the Des Moines Creek Business Park
- Improve connectivity to the regional transit network within the project area

# Project Stakeholders

- Agency Stakeholders
  - City of Des Moines
  - City of Normandy Park
  - City of SeaTac
  - Metro

- Project-Area Stakeholders
  - Amerisource Bergen
  - FAA
  - Farmer's Market
  - Grakon
  - Greencore
  - GSA
  - JSH Properties
  - K-2
  - Panattoni Development
  - Partners Crackers
  - Philips Publishing
  - Wesley Homes
  - Windermere Real Estate

# Community Connections Program Background

- Previously known as the “Alternative Services” program
- Established as a four-year demonstration program by the County’s 2015/16 budget ordinance; \$15m approved for 2017/18
- Program work has been guided by the priorities established by the funding ordinance
  - Service reduction mitigation – 8 projects
  - Delivery against the Five-year Plan – 7 projects
  - Developing complementary services – new projects in 2017 and 2018

# What do we mean by “Alternative Services”?

*Mobility services to parts of King County that do not have the infrastructure, density, or land use to support traditional fixed-route bus service.*

- Community Based Process
- Innovative Services & Products
- Customized, Creative Solutions
- Community Partnerships



# Des Moines/Normandy Park Employer Outreach

## Phase 1: Needs Assessment

### Spring 2017

Stakeholder Working Group meeting #1 (April)  
Needs Assessment Survey (May 17-31)  
Stakeholder Working Group meeting #2 (June)  
Articulation of Needs

## Phase 2: Concept Preference Analysis

### Summer-Fall 2017

Concept Preference Survey (August 18-31)  
Analysis of preference survey (September)

## Phase 3: Report Back and Decision Making

### Fall 2017

Stakeholder Working Group Meeting #3 (September)  
Move to implementation planning

We are here

# Needs Statements Resulting from Phase 1

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- A new transportation option that suits my needs
  - Connections to the regional transit system for employees, residents, and visitors
  - Service for those who do not or will not use cars
  - Service for employees during non-traditional hours and work days
  - Service for workers to get around during the day without their own car

# Solutions Concept Preference Survey

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- August 18<sup>th</sup>-31<sup>st</sup>
- 674 employees participated
- Respondents indicated likelihood of using proposed services
- Stakeholder analysis and discussion led to selection of three preferred concepts

# Preferred Solution Concepts

## Flex Vanpool

Users request rides in Metro VanPools without having to commit to a recurring trip. Trip pairs include rides between home neighborhoods and work, home neighborhoods and transit centers, and work and transit centers.

## Community Shuttle

Smaller Metro bus route that includes a fixed-route portion with regular stops and flexible service stops for which riders call ahead to schedule a pickup or drop-off.

## Midday Your Way

Provides midday transportation options for workers who take transit or use VanPools to get to work. Workers can check out Metro vehicles located at work sites during designated time frames.

# Next Steps

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## Now

- Implementation planning for 3 solutions
  - Develop rollout schedule
  - Negotiate MOUs and service delivery partnerships as necessary
  - Develop launch/marketing plan

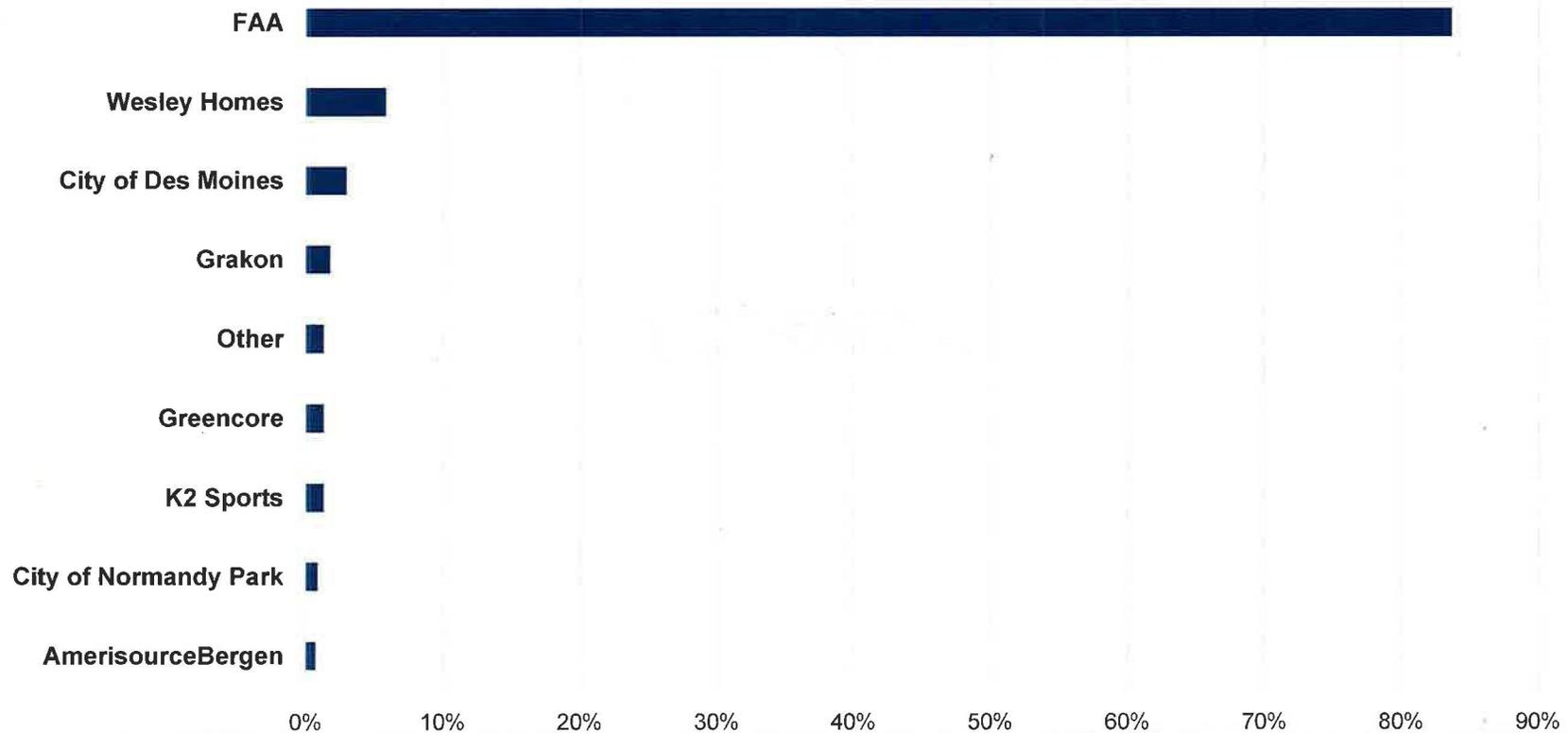
## Then,

- Phased rollout of solutions
- Performance measurement during pilot period

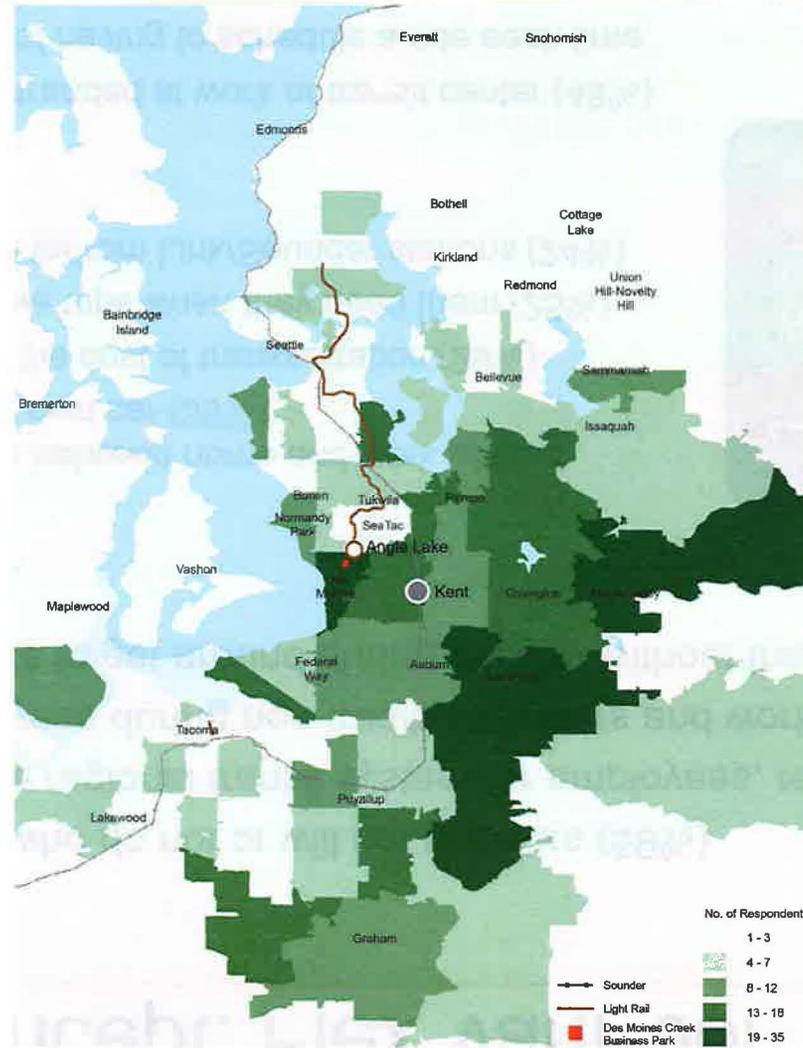
# Appendix

# Survey respondents: Where do they work?

Where do you work?  
N=667



# Survey respondents: Where do they live?



# Solution Concept: Flex VanPool

- **Needs Met?**

- Service for those who do not or will not use cars (59%)
- Connections to the regional transit system for employees, residents and visitors (57%)
- Service for employees during non-traditional hours and work days (39%)
- Service for workers to get around during the day without their own car (30%)

## People Like

- That it can get them between home and work without having to drive their own car (35%)
- That it can save on the cost of transportation (29%)
- That they can reserve trips when they need them (25%)
- That it can get them to/from Link/Sounder stations (24%)

## Concerns

- The risk of getting stranded at work or transit center (48%)
- The inconvenience of having to schedule a ride each time you need one (48%)

## Flex VanPool

A way for riders to request rides on regularly occurring Metro VanPool trips

# Solution Concept: Community Shuttle

- **Needs Met?**

- Connections to the regional transit system for employees, residents and visitors (65%)
- Service for those who do not or will not use cars (62%)
- Service for workers to get around during the day without their own car (39%)
- Service for employees during non-traditional hours and work days (35%)

- **People Like:**

- Runs on a regular schedule (39%)
- Accepts ORCA cards (30%)
- Connects to Link light rail (30%)

- **Concerns**

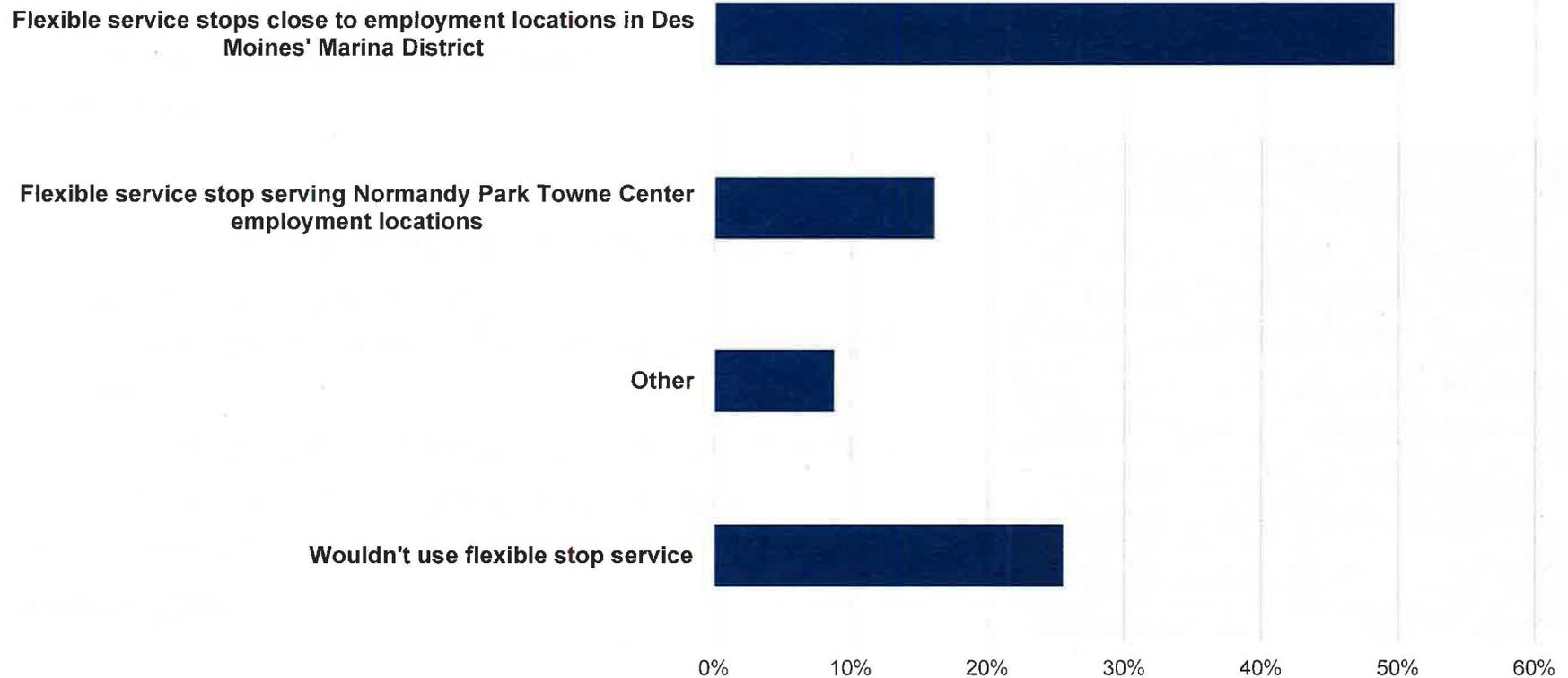
- Might be inconvenient (37%)
- Don't want to wait for shuttle (28%)
- No need to connect to light rail (22%)

## Community Shuttle

Smaller Metro bus route that includes a fixed-route portion with regular stops and flexible service stops for which riders call ahead to schedule a pickup or drop-off.

# Community Shuttle Flexible Service Area Preference

Thinking about flexible service stops, which would be more appealing to you?  
(N=286\*)



\*Excludes respondents who said they would never use Community Shuttle

# Midday Your Way

- **Needs Met?**

- Service for workers to get around during the day without their own car (65%)
- Service for those who do not or will not use cars (61%)
- Service for employees during non-traditional hours and work days (35%)
- Connections to the regional transit system for employees, residents and visitors (32%)

- **People Like:**

- Riders can get around during the day without bringing a car to work (63%)
- Free for car-free commuters (41%)
- Flexibility (39%)

- **Concerns**

- Vehicles may not be available during the day (45%)
- VanPools may not be available when workers need to go home (18%)

## Midday Your Way

Provides midday transportation options for workers who take transit or use VanPools to get to work. Workers can check out Metro vehicles located at work sites during designated time frames.

