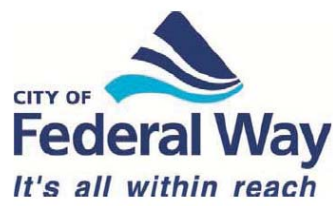




WASHINGTON



2021/2022 BIENNIUM BUDGET



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READERS GUIDE

Organization of this Document

This budget document is organized into six sections to facilitate the reader's understanding of the City's 2021/2022 Biennial Budget and to help the reader to find information regarding the City and its budget. Those six sections are: Introductory, Executive Summary, Operating Budget, Budget by Fund, Capital Budget, and Appendix.

Introductory Section - The introductory section is designed to introduce the City to the reader and includes the following:

City Officials	Boards and Commissions
Judicial Branch and City Administration	Budget Process
Vision, Mission, and Goals	Budget Policies
City Values	Basis of Accounting and Budgeting
City-Wide Organization Chart	

Executive Summary - The Executive Summary section follows, which provides an overview of the City's financial condition, comparative statistics, and includes:

Summarized Sources & Uses Charts and Graphs	Per Capita General Fund Taxes for King County Cities
Expenditure Line Item Summary	Ending Fund Balance
City-Wide Position Inventory	Debt Service Obligations
Utility Tax and REET Allocation	Long-Range Financial Plan
Tax Comparisons/Demographic Statistics	

Operating Budget - The operating budget focuses on accountability and responsibility assigned to each department within the City. This section is organized by function within a department and incorporates all operating funds. Each department is organized as follows by function:

Functional Organization Chart	Adopted Program Changes
Accomplishments & Key Projects	Performance Measures
Purpose and Description	Position Inventory Information
Highlights and Changes	Multi-Year Revenue & Expenditure Comparison

Budget by Fund - The budget by fund section demonstrates the overall financial condition of each fund. This section is organized as follows:

Purpose and Description	Expenditure Line Item Summary
Sources and Uses by Category	

Capital Budget - This section identifies the capital project multi-year plan for Parks, Traffic, Streets, and Surface Water Management. The projects adopted for the biennium have a detailed explanation, and sources & uses. This section is organized as follows:

- Overall Summary of all Capital Projects and Funding Sources
- Capital Project by Project Category:
 - Overall Multi-Year Summary of Projects and Funding
 - Detailed Explanation of Funding Sources and M&O Impact

Appendix - The appendix section includes:

Proposition 1	Statistical Section
Non-CIP Capital Outlay Summary	Glossary of Terms
Salary Schedule	Acronym List
Fee Schedule	



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Federal Way
Washington**

For the Biennium Beginning

January 1, 2019

Christopher P. Morrill

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Distinguished Budget Presentation Award to the City Of Federal Way for its biennial budget for the biennium beginning January 1, 2019. The City has earned this award since 1990. The award represents a significant achievement. It reflects the commitment of the governing body and staff to meeting the highest principles in governmental budgeting. In order to receive the budget award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of two years only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

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September 15, 2020

Dear Citizens of the City of Federal Way and Members of the City Council:

With this transmittal letter, I am pleased to present the 2021-2022 Biennial Budget to Federal Way's residents and the City Council: This budget balances the principle of living within our means, while meeting our mandate to deliver high-quality services. At the same time we are continuing the course for our community that we started with the 2015-2016 Biennial Budget. The FY 2021-2022 Biennial Budget is noteworthy in several key respects:

- *Vision: The budget reflects our community's vision to create safe neighborhoods and vibrant business centers, to support cultural diversity, and to maintain attractive parks for residents and their families.*
- *City's Priorities:*
 - Security of citizens and properties
 - Maintaining current level of service
 - Avoid layoff of current staff
 - Avoid loss of key staff with institutional knowledge
 - Ensure Non-represented employees do not fall too far behind
 - Clean community

The Economic Backdrop

The 2021-2022 Biennial Budget is presented in the context of a U.S. economy and regional economy that are struggling due to the COVID-19 pandemic and resulting social distancing. The following observations are directly from the Washington State Economic and Revenue Council Forecast of August 17, 2020, and significantly impacts our thinking for 2021 and beyond.

- The U.S. economy is now in recession. The unemployment rate declined to 10.2% in July from 13.3% in June. The Real U.S. GDP in the second quarter declined by 32.9% at an annual rate, 9.5% below the first quarter GDP. The national economy continues to improve this month, but most indicators remain below their year-ago values. Residential construction activity improved again in July but continues to lag year-ago levels. Housing units authorized by building permits in June were 2.1% (SA) above their May level but 2.5% below their year-ago level. June housing starts increased by 17.3% (SA) compared to May but were 4.0% below their year June 2019 level. Existing home sales in June increased by 20.7% (SA) compared to May but were down 11.3% compared to June 2019. Two key measures of consumer confidence both declined in July. The University of Michigan (UM) consumer sentiment survey decreased by 5.6 points to 72.5, reflecting the continued resurgence of COVID-19. The Conference Board index of consumer confidence decreased 5.7 points to 92.6. The Conference Board noted that consumers were less optimistic about business conditions, the labor market and income prospects over the next six months.
- The Washington economy has entered a severe recession because of extreme social distancing in response to COVID-19. Washington's unemployment rate inched up to 10.3% in July from 10.0% in June. The July rate is still down significantly from the 16.3% rate reached in April, which was an all-time high in the series that dates back to 1976. Washington housing construction declined in the second quarter but exceeded the June forecast. Washington housing units authorized by building permits averaged 40,300 (SAAR) in the second quarter of 2020, down from 49,800 in the first quarter. Second quarter permits consisted of 17,800 single-family units and 22,600 multifamily units. The June forecast

predicted 12,300 single-family units and 16,700 multi-family units for a total of 28,900 units in the second quarter. Seattle-area home prices declined for a second consecutive month in May but continued to increase over the year. According to the S&P/Case-Shiller Home Price Indices, seasonally adjusted Seattle home prices decreased 0.2% in both April and May. The previous monthly decline in the Seattle index was in April 2019. The composite-20 index was unchanged in May. May Seattle home prices were still up 6.8% over the year. In comparison, the composite-20 index was up 3.7% over the year. May Seattle home prices were up 101% since the December 2011 and exceeded the May 2007 peak by 40%. The reported May figure is for the three months ending in May.

It appears that the Federal Way and Washington state economy are in a recession, but that is what presents challenges to the city government. The local economy is falling behind last year. The number and value of building permits have decreased significantly, the Sales tax revenue will be lower, and we will see significant increase in Utility tax over previous years due to court decisions and new Utility tax on waste and recycling services. We are expecting a decrease in revenue from Permit fees of about \$1 million a year in this budget. As a result, we are forecasting a small growth in revenue in 2021. The labor cost will stabilize as the unemployment stays high but the City is already behind on its salaries compared to other comparable cities based on our recent salary study. The cost of borrowing is unusually low and in this budget the city tries to hold on to its cash and use borrowed money while keeping an eye on its ability to service the debt.

We must, therefore, explore additional sources of revenues, and be cautious as we move ahead. Some of the curtailed spending will not be absorbed through staff reduction since most of our employees are already at their peak in order to maintain current service levels, but our focus over the long term must be on revenue sustainability. Instead, we must allocate our resources cautiously and strategically, addressing critical service needs and investing prudently to move the community forward. Federal Way this past year has certainly experienced positive economic growth, and we look to the future with much hope and optimism. However, that optimism is tempered with a conservative approach that recognizes existing budget challenges.

The following are some of the challenges:

Improved Labor Market and Labor Cost. As reported in the Washington State Economic & Revenue Update of August 16, 2018, Washington State Construction employment decreased by 500 jobs while government payrolls expanded by 1,600 jobs. Also, Seattle home prices are up 91% since the December 2011 and now exceed the May 2007 peak by 33%. About two years ago, public sector payroll increased 1,400 new jobs and construction employment increased by 1,100 while the private sector added 10,800 jobs in July and August of 2016. In 2016, we predicted that cost of labor would be one of our challenges, it has been and it will continue to be for the next two years. Unfortunately, there are more jobs, less employable and qualified people and more demand for higher wages, and we have to pay more to retain good employees or attract good employees. In Federal Way, as it is in most of the cities in the western part of the state, our job market is wide and there are more employers looking for the same good employee in the same market.

- **Modest Growth in Property Tax Revenue.** The City's property tax growth is limited by state law to no more than 1% annual growth, excluding new construction. There were few major construction projects in 2019 and much less in 2020. Therefore, there will be less increase in property value compared to the previous two years. Even though local property values will still grow a little, the City's total property tax revenues can only increase 1% above prior year excluding new construction and annexation.
- **Substantial Net Growth in Utility Tax.** As a result of a supreme court decision in 2020, the City's Utility tax will increase by the extension of tax on Water and Sewer utilities. The City also increased the Utility tax on solid waste and recycling activities to fund overlay projects by additional 10% over the 7.75% bringing the total Utility tax on solid waste and recycling to 17.75%.

- **Maintaining Workforce.** The prudent efforts of past years to balance the budget have put significant stress on the remaining staff. Between 2008 and 2012, the city reduced its workforce from 353.35 full-time equivalent positions (FTEs) to a low of 278.40 FTEs in 2012. The City has made an effort to prudently add more staff to lessen the pressure on the existing staff. We are increasing our police force to 137 members in 2021 with COPS grant. We added 3 transportation officers in 2020 to accommodate transportation of prisoners. We are also increasing our staff in public works to accommodate the Sound Transit project needs and garbage pickup.
- **Cost of incarceration and security.** During challenging financial times, our police department experienced reduction in force size while still delivering high quality services. With our philosophy of aggressive prosecution as an effective crime deterrent, we're putting more criminals behind bars and this has a budget impact. Our Average Daily Population (ADP) in the South Correctional Entity (SCORE) increased from 60 beds at inception to a high of 120 in April of 2015 and 73 in July of 2016. We still plan to make safety of our citizens a number one issue but we need to do it efficiently, and paying \$260 per day to incarcerate a prisoner is not an efficient way. We have contracted with other jurisdictions and saved more than \$2.1 million from what we are paying in 2018 starting in 2020. We are using this money to absolve the loss of revenue due to COVID-19, while maintaining adequate budget to fund higher jail beds if needed.
- **Maintaining our existing parks.** The City has invested a lot of money into developing its park inventory for the enjoyment of its citizens and as years go by the city will spend more on repairs, replacements and maintenance. Some of these repairs will be considerable.

Major Items Addressed in This Budget

As the economy enters recession due to COVID-19, this budget addresses many of the major issues for the departments and the citizens. The following are some of the issues addressed assuming revenue projections are met:

- The police department will be fully funded for 134 officers and up by three in 2021 to 137 to hire 3 more officers with COPS grant. In 2020 we increased our civilian staff in Police department to 33 including 3 transportation officers to transport inmates to the respective contract facilities.
- Current levels of service will be maintained across all departments.
- The Performing Arts and Event Center (PAEC) opened in 2017 and we are expecting to support it with more than \$1 million due to COVID-19 in 2021.
- The City will continue to enhance and operate the popular Town Square Park, Federal Way's first downtown park.
- We will continue to fund Economic Development Department, which focuses resources on a community economic development strategy, finding appropriate tenants and businesses for the Weyerhaeuser property, and recruiting new businesses.
- The City is following through on the recommendation of the consultants on the system security by funding a new backup system, and technical consultants to work on our security infrastructures. The City also intends to adjust pay of some employees in IT department to avoid loss of institutional knowledge and fund contract work to improve our network securities.
- The City will be investing in our Dumas Bay Center by upgrading the heating system and in our Community Center by replacing the Water Slide. The City also plans to increase the hours of some workers and add additional staff to Parks to be able to better respond to the citizens' needs.
- All employees will maintain the same hours in 2021 and 2022 as 2020, and some will be moved from part-time to full time, by this actually working more hours. They will maintain wages according to their bargaining agreement.
- To reduce further decline in our employee's wages compared to neighboring cities we will pay our non-union employees a 2% market adjustment in 2021 and employees will receive any step increase they may have earned.

Several unfunded requests for positions, programs and equipment by department directors are not included in this budget. These unfunded requests represent very real service needs and we plan to continue to explore alternative funding for these items with the Council next year after we finalize our fund balances for 2020.

Budget Highlights

Expenditures

Public Safety continues to be the City's number one priority. Police Department operations (Police, and 911 Dispatch) accounts for 47% of the total 2021 General fund budget (excluding interfund charges). It accounts for 21% (Police, Jail Service, 911 Dispatch) of the entire 2021 City's budget of \$144.2 million.

Parks and Recreation programs contribute significantly to quality of life and serve all segments of the Federal Way community. These programs account for 8 % of the total 2021 General Fund budget. These programs include the afterschool youth programs, adult activity programs, such as guided tours, computer training, social activities for our senior citizens, and the park programs that maintain soccer field, baseball fields, softball fields, trails, the community center swimming pool, cultural program and maintenance of historical assets for generations to come.

Community Development programs account for about 7% of 2021 General Fund budget and 4% of the total 2021 budget.

Available Resources

Overall, there is a net increase in total revenue from 2020 budget versus 2021 budget due to changes in practice of transferring fund from one fund to the other before it is finally disbursed out. There is a slight increase in the property taxes due to the expected growth and total tax revenue in 2021 due to the 1% property tax increase, and modest growth in utility tax due to increase in tax rate on solid waste and recycling utilities.

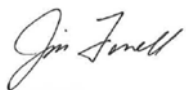
Acknowledgements

The City of Federal Way is a service delivery organization guided by the needs and vision of the residents of this community. This budget is the financial plan that brings into being all the individual programs and projects that address those community needs. This budget will serve and benefit our community, and carry us forward through uncertain times, while enabling us to seize opportunities to grow and benefit our community.

Our City is fortunate to have dedicated Council members who are leaders with vision and commitment to community. It has been an exciting and rewarding year to collaborate with such dedicated and visionary council and professional staffs who are dedicated to serving our community. In addition, I express my sincere appreciation for the teamwork, creativity, and the time spent by the department directors, their assistants, and Finance Department staff. A special note of thanks is given to Finance Department staff for their hard work and dedication in the production of this document.

It is an honor to serve the Federal Way community.

Respectfully,



Jim Ferrell,
Mayor

ORDINANCE NO. 20-903

AN ORDINANCE of the City of Federal Way, Washington, relating to budgets and finance, adopting the 2021-2022 Biennial Budget.

WHEREAS, the tax estimates and budget for the City of Federal Way, Washington, for the 2021-2022 fiscal biennium have been prepared and filed on September 15, 2020 as provided by Titles 35A.34 and 84.55 of the Revised Code of Washington; and

WHEREAS, the budget was printed for distribution and notice published in the official paper of the City of Federal Way setting the time and place for hearing on the budget and said notice stating copies of the budget can be obtained on-line and at the Office of the City Clerk; and

WHEREAS, the City Council of the City of Federal Way held public meetings on September 23, September 24, October 6, October 20, October 21, and October 27, and public hearings on November 3, and November 17, 2020, and having considered the public comments presented.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF FEDERAL WAY, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. 2021-22 Biennial Budget. That the budget for the 2021-2022 biennium is hereby adopted in the amounts and for the purposes as shown on the attached Exhibit A ("2021-2022 Budgets").

Section 2. Administration. The Mayor shall administer the Biennial Budget and in doing so may authorize adjustments to the extent that they are consistent with the budget approved herein.

Section 3. Severability. Should any section, subsection, paragraph, sentence, clause, or phrase of this ordinance, or its application to any person or situation, be declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining portions of

this ordinance or its application to any other person or situation. The City Council of the City of Federal Way hereby declares that it would have adopted this ordinance and each section, subsection, sentence, clauses, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases, or portions be declared invalid or unconstitutional.

Section 4. Corrections. The City Clerk and the codifiers of this ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 5. Ratification. Any act consistent with the authority and prior to the effective date of this ordinance is hereby ratified and affirmed.

Section 6. Effective Date. This ordinance shall take effect and be in force five (5) days from and after its passage and publication, as provided by law.

PASSED by the City Council of the City of Federal Way this 1st day of December, 2020.

[Signatures to follow]

CITY OF FEDERAL WAY:


JIM FERRELL, MAYOR

ATTEST:


STEPHANIE COURTNEY, CMC, CITY CLERK

APPROVED AS TO FORM:


J. RYAN CALL, CITY ATTORNEY

FILED WITH THE CITY CLERK:	<u>11/11/2020</u>
PASSED BY THE CITY COUNCIL:	<u>12/01/2020</u>
PUBLISHED:	<u>12/04/2020</u>
EFFECTIVE DATE:	<u>12/09/2020</u>
ORDINANCE NO.:	<u>20-903</u>

EXHIBIT A							
2021-2022 Budget							
Fund	2021			2022			Ending Fund Balance
	Beginning Fund Balance	Revenue	Expenditure	Beginning Fund Balance	Revenue	Expenditure	
General Fund	\$ 9,713,168	\$ 49,463,473	\$ 49,651,198	\$ 9,525,443	\$ 48,162,125	\$ 48,687,568	\$ 9,000,001
Special Revenue Funds:							
Street	500,000	5,154,613	4,927,382	727,231	4,549,437	4,776,669	500,000
Arterial Street	502,618	3,018,000	3,047,184	473,435	3,018,000	3,051,111	440,324
Utility Tax	1,506,932	12,104,294	12,058,633	1,552,593	12,104,294	12,034,394	1,622,493
Sales/Use Tax - Affrd. & Supprt. Housing	-	-	-	-	-	-	-
Solid Waste/Recycling	166,146	556,330	545,844	176,632	556,330	545,844	187,119
Special Contract/Studies	341,927	-	-	341,927	-	-	341,927
Hotel/Motel Lodging Tax	1,335,006	155,000	155,000	1,335,006	155,000	155,000	1,335,006
Community Center	1,500,000	2,252,875	2,245,642	1,507,233	2,749,102	2,756,334	1,500,000
Traffic Safety Fund	270,442	2,885,942	2,736,856	419,528	2,885,942	2,775,519	529,951
Utility Tax Proposition 1	1,027,013	4,070,141	4,097,154	1,000,000	4,170,276	4,170,276	1,000,000
Performing Arts & Event Center	0	2,299,757	2,299,757	-	2,299,757	2,299,757	0
Community Development Block Grant	21,251	1,843,010	1,843,010	21,251	758,323	758,323	21,251
Paths and Trails	1,360,437	169,000	200,000	1,329,437	169,000	-	1,498,437
Technology	91,136	146,716	181,000	56,852	149,250	14,300	191,802
Jail Service	-	3,303,463	3,303,463	-	3,319,584	3,319,584	-
Strategic Reserve	3,599,800	2,000	601,800	3,000,000	2,000	2,000	3,000,000
Parks Reserve	1,130,793	5,000	-	1,135,793	5,000	15,793	1,125,000
Debt Service Fund	3,322,342	17,366,390	17,434,315	3,254,417	2,569,426	3,093,264	2,730,578
Capital Project Funds:							
Real Estate Excise Tax	2,070,443	3,670,000	3,973,018	1,767,426	3,670,000	3,437,426	2,000,000
Downtown Redevelopment	3,426,754	-	600,000	2,826,754	-	205,000	2,621,754
Municipal Facilities	289,595	1,000	-	290,595	1,000	115,000	176,595
Parks	1,641,591	-	190,000	1,451,591	-	375,000	1,076,591
Surface Water Management	1,869,432	447,568	2,317,000	-	2,060,000	1,767,000	293,000
Transportation	4,199,189	12,988,000	11,176,972	6,010,217	5,570,000	7,773,566	3,806,651
Capital Project Reserve	367,936	-	-	367,936	-	-	367,936
Enterprise Fund:							
Surface Water Management	2,592,114	5,941,201	5,502,041	3,031,274	4,930,775	6,116,029	1,846,020
Dumas Bay Centre	1,500,000	900,871	900,872	1,500,000	930,211	930,210	1,500,000
Internal Service Funds:							
Risk Management	1,200,000	1,196,040	1,475,512	920,528	1,196,040	1,486,275	630,293
Information Technology	3,640,480	2,929,180	2,875,652	3,694,008	2,720,687	2,707,608	3,707,088
Mail & Duplication	205,164	135,947	126,892	214,219	135,947	185,007	165,159
Fleet & Equipment	7,515,027	2,846,144	3,129,104	7,232,067	2,300,644	1,919,901	7,612,809
Buildings & Furnishings	2,763,525	490,355	1,150,108	2,103,772	490,355	594,127	2,000,000
Health Insurance	3,367,672	5,138,041	5,427,967	3,077,746	4,966,800	5,256,726	2,787,820
Unemployment Insurance	258,701	5,299	10,000	254,000	6,000	10,000	250,000
Grand Total All Funds	\$ 63,296,634	\$ 141,485,650	\$ 144,183,374	\$ 60,598,909	\$ 116,601,304	\$ 121,334,609	\$ 55,865,605

Graph showing Fund relation

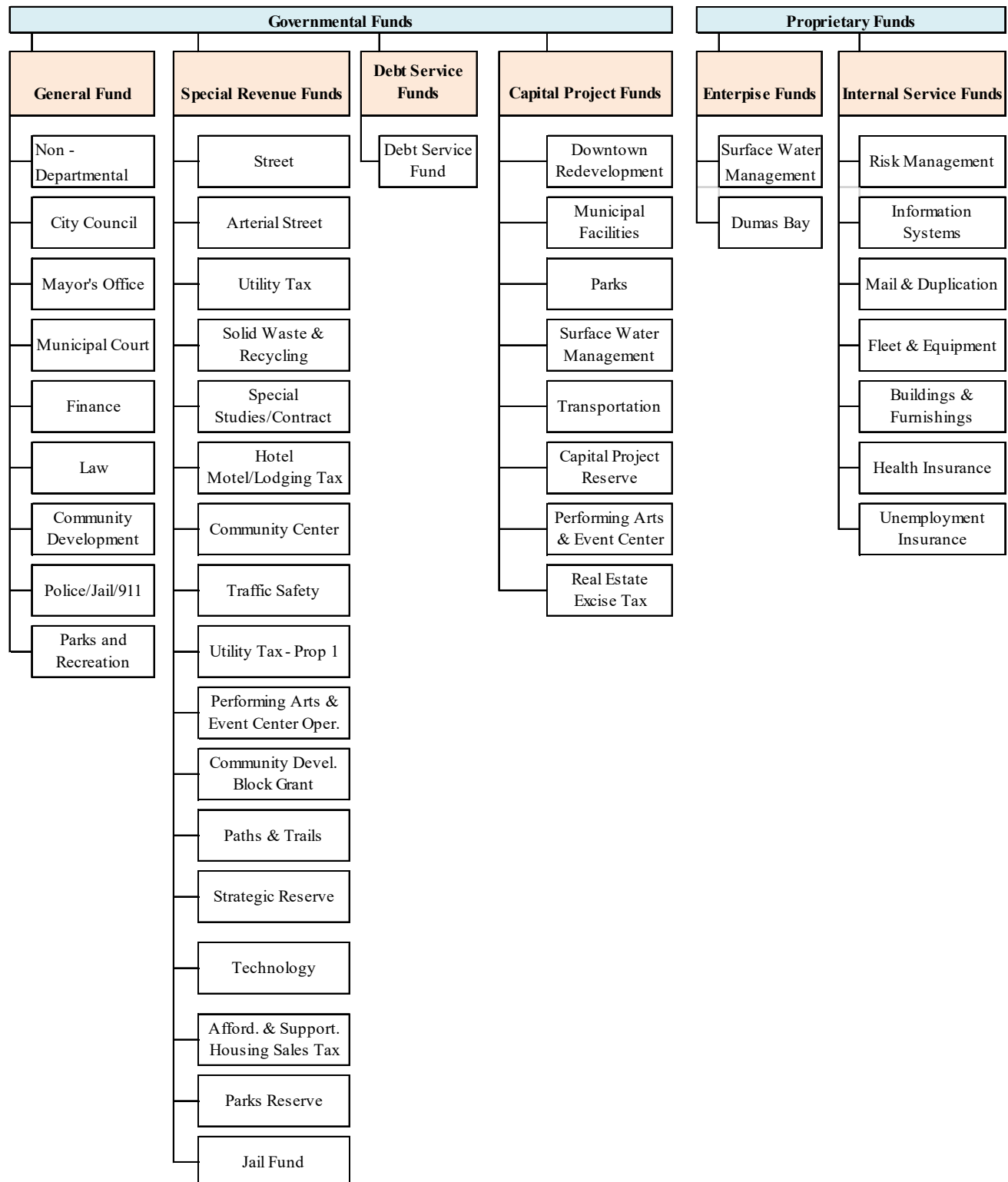
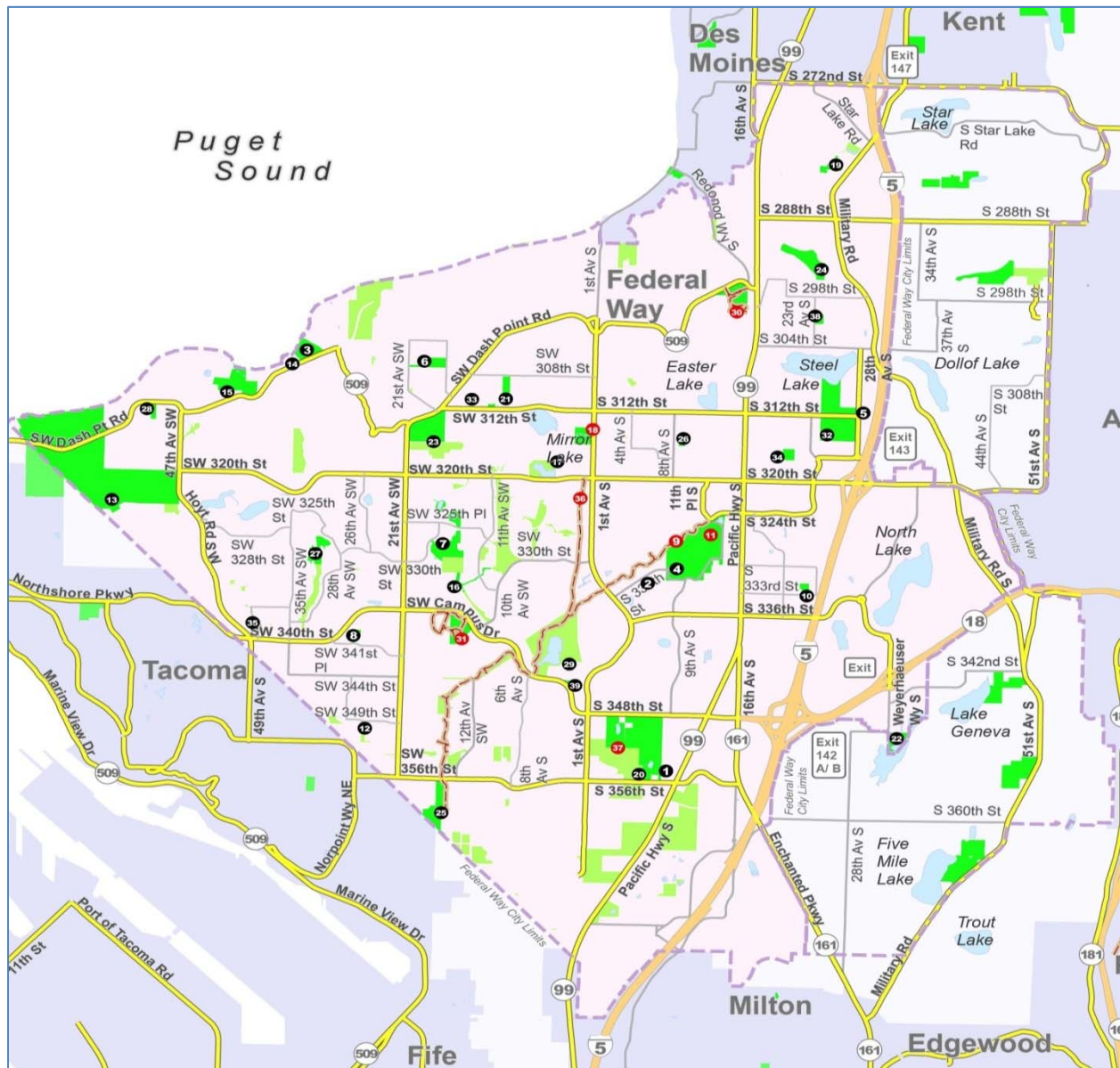


Chart showing Department and Fund relation

2021-2022 Adopted Budget - Departments by Fund Classification											
Departments											
Funds	Non-Dept	City Council	Mayor's Office	IT	Muni Court	Finance	Law	Community Dev	Police/Jail/911	Parks & Rec	Public Works
General Fund	X	X	X		X	X	X	X	X	X	
Special Revenue Funds:											
Street			X								X
Arterial Street											X
Utility Tax	X										
Affordable & Support. Housing Sales/Use Tax								X			
Solid Waste and Recycling											X
Special Studies/Contract	X										
Hotel/Motel Lodging Tax			X								
Community Center										X	
Traffic Safety					X				X		X
Utility Tax Proposition 1			X		X		X	X	X	X	
Performing Arts and Event Center										X	
Community Development Block Grant		X						X		X	
Paths and Trails										X	
Technology				X							
Jail									X		
Strategic Reserve	X										
Parks Reserve	X										
Debt Service Funds:											
Debt Service Fund	X										
Capital Project Funds:											
Real Estate Excise Tax	X										
Downtown Redevelopment	X										
Capital Project - Municipal Facilities	X										
Capital Project - Parks										X	
Capital Project - Surface Water Mgt											X
Capital Project - Transportation											X
Capital Project Reserve	X										
Performing Arts and Event Center										X	
Enterprise Funds:											
Surface Water Management Fund											X
Dumas Bay Centre Fund										X	
Internal Service Funds:											
Risk Management							X				
Information Systems				X							
Mail and Duplication				X							
Fleet and Equipment								X	X	X	X
Buildings and Furnishings										X	
Health Insurance	X										
Unemployment Insurance	X										

CITY MAP



Key to Facilities:

City Facilities

- 1 Brooklake Community Center
- 2 City Hall
- 3 Dumas Bay Centre
- 4 Federal Way Community Center
- 5 Steel Lake Annex

City Parks

- 6 Adelaide Park
- 7 Alderbrook Park
- 8 Alderdale Park
- 9 BPA Trail
- 10 Cedar Grove Park
- 11 Celebration Park
- 12 Coronado Park
- 13 Dash Point Highlands Park
- 14 Dumas Bay Centre Park
- 15 Dumas Bay Sanctuary Park
- 16 English Gardens Park
- 17 Fishers Pond Park
- 18 French Lake Park
- 19 Heritage Woods Park
- 20 Hylebos Blueberry Farm
- 21 Lake Grove Park
- 22 Lake Kilarney Park
- 23 Lakota Park
- 24 Laurelwood Park
- 25 Madrona Park
- 26 Mirror Lake Park
- 27 Olympic View Park
- 28 Palisades Park

- 29 Panther Lake Park
- 30 Sacajawea Park
- 31 Saghalie Park
- 32 Steel Lake Park
- 33 SW 312th Sports Courts
- 34 Town Square Park
- 35 Wedgwood Park
- 36 West Campus Trail
- 37 West Hylebos Wetlands Park
- 38 Wildwood Park
- 39 Winco Park

The City is located 25 miles south of downtown Seattle and just 8 miles north of downtown Tacoma. Federal Way has 8 miles of Puget Sound waterfront and is in the southwestern corner of King County. Federal Way is connected to the region by three exits along Interstate 5, as well as access points to State Highways 18, 509, 161 and Pacific Highway/SR99. This provides easy access to Sea-Tac International Airport (12 miles) and the Ports of Seattle and Tacoma.

The climate, which is heavily influenced by its proximity to the Puget Sound, is relatively mild-temperate. The abundance of moist marine air keeps the temperature mild year round. The Federal Way area reaches an average high temperature of 75 degrees in July and an average low temperature of 33 degrees in January. Precipitation ranges from .71 inches in July to 5.7 inches in January.

Rapid retail and residential growth created significant changes in the community during the 1970's and 1980's. Desiring controlled, quality growth and community identity, Federal Way citizens organized to form what immediately became Washington's sixth largest city, incorporating in February of 1990.

More information is available on our website www.cityoffederalway.com

CITY OF FEDERAL WAY HISTORY

The earliest recorded accounts of the Federal Way area tell of Native American families who resided in the area of the Muckleshoot Reservation on the east side of the Green River Valley and traveled west to the shores of Puget Sound for the plentiful fisheries resources. Generations of Muckleshoot Indians wore a westward trail across the heavily forested plateau to the area which is now Saltwater State Park. The arrival of the white man in the nineteenth century resulted in a steady decline in the Indian population and by 1890, nearly the entire population had disappeared from the area. Isolated on a triangular shaped plateau rising steeply from Puget Sound, the Federal Way area had little waterfront access or roadways and accordingly, was sparingly developed compared to Tacoma and Seattle. As late as the turn of the century, the original settlers at Dash Point and Dumas Bay had to row to Tacoma for supplies and mail. Old Military Road, constructed around 1856 and extending north from Fort Steilacoom, past Star Lake to Seattle and Fort Lawton, was the first road through the area.

Over time, narrow dirt roads were added to provide east/west access and by 1900, a road was constructed between Star Lake and Redondo. The second crossroad, the "Seattle Road," connected old Military Road and Kent. The Seattle-Tacoma Interurban Line, completed in 1901, provided a fast and easy way to reach these urban cities. Improved access brought many visitors to the area and Star Lake became a popular summer recreation site.

By the 1920s, Federal Highway 99, the interstate that linked the western states from north to south, was complete. At this time, Federal Way was still primarily forest and farmland. Fred Hoyt had a cabin on Dumas Bay and started a road to Tacoma (still called Hoyt Road). The timber companies, which had a major logging operation going, built an early railroad line and were instrumental in getting Marine View Highway (now Dash Point Road) built in the early 1920s. This roadway spurred development along the coastline. Soon thereafter, Peasley Canyon Road was built to connect Military Road with the Auburn Valley. This road later became known as South 320th Street. In these early days, roadways set the stage for development in the area and they still play an important role in the City today.

By the start of World War II, a number of small, thriving communities made up the area that is now Federal Way. Some communities were clustered around lakes, such as Steel Lake, Star Lake, and Lake Geneva. Others were sited to take advantage of the view of Puget Sound, like Adelaide and Buenna. As each of these communities grew, residents built small schoolhouses for their children. By the late 1940s, King County consolidated the many individual red schoolhouses into the Federal Way School District, from which the City gets its name. During this same period, a library was built along the edge of Highway 99, and between 308th Street and 320th Street, a small "downtown" developed with a general store, lumber yard, realty office, beauty parlor, feed store, and gas station. By the end of the 1950s, the ten blocks between 308th and 320th Streets became the first roadside commercial district. One of the more unique developments was Santa Faire, a family oriented theme park. New shopping areas were added around the park, helping to create a "community focus" for the residents of the area.

As this commercial area developed, the rest of Federal Way was changing as well. The Boeing Company expanded their operations in Renton and the Kent Valley and began advertising nationally for engineers. Those engineers in turn began roaming the wooded acreage in Federal Way in search of housing. One of the earliest residential developments was Marine Hills, built in 1958 overlooking Puget Sound. Weyerhaeuser, one of the early timber companies, had large land holdings in the area and began to develop their land into high quality housing with amenities like golf courses.

Weyerhaeuser's development company also began developing commercial property, creating the West Campus business park. The plan was to integrate offices and businesses with lush landscaping. Though initially the corporate office market was not strong, West Campus has grown almost to capacity, providing space for many civic buildings such as City Hall, the police station, the area's major health care centers, and higher density housing.

Another major landmark in the area is SeaTac Mall, built in the mid-1970s on what was farmland south of 320th Street. The Mall is one of the largest in South King County and is the anchor for retail development in the area. The Mall was a result of population growth in the region and its location was determined by the 320th Street intersection with Interstate 5. The Interstate supplanted Highway 99 as the main artery for commuter traffic in the County.

By the mid 1980s, South King County was growing quickly. Retail growth occurred along Highway 99, especially at the 320th Street intersection. Roads and office space were developed to accommodate the increased growth. Residential growth was also prominent, following plans developed by King County, with a large number of apartment homes. The changes to the community, with increased housing and traffic, created a movement for greater self-determination. In 1989, the citizens of this area voted for incorporation and the City of Federal Way was born, incorporating on February 28, 1990.



Aerial View of Federal Way, July 2007

**2021
CITY OFFICIALS
EXECUTIVE & LEGISLATIVE BODY**



JIM FERRELL
Mayor



SUSAN HONDA
Council President



LYDIA ASSEFA-DAWSON
Councilmember #1



GREGORY A. BARUSO
Councilmember #2*



HOANG V. TRAN
Councilmember #4



LEANDRA CRAFT
Councilmember #5**



MARTIN A. MOORE
Councilmember #6



LINDA KOCHMAR
Councilmember #7

<u>Position</u>	<u>Elected/Appointed*</u>	<u>Term</u>	<u>Elected/ Appointed</u>	<u>Email</u>	<u>Phone</u>
Mayor	Jim Ferrell	1/1/18-12/31/21	11/28/17	Jim.Ferrell@cityoffederalway.com	(253) 835-2402
Position #1	Lydia Assefa-Dawson	1/1/20-12/31/23	11/26/19	Lydia.Assefa-Dawson@cityoffederalway.com	(253) 835-2401
Position #2	Gregory A. Baruso	3/7/20-12/31/21	3/7/20	Greg.Baruso@cityoffederalway.com	(253) 835-2401
Position #3	Susan Honda	1/1/20-12/31/23	11/26/19	Susan.Honda@cityoffederalway.com	(253) 835-2401
Position #4	Hoang V. Tran	1/1/18-12/31/21	11/28/17	Hoang.Tran@cityoffederalway.com	(253) 835-2401
Position #5	Leandra Craft	10/15/20-12/31/23***	10/15/2020	Leandra.Craft@cityoffederalway.com	(253) 835-2401
Position #6	Martin A. Moore	1/1/18-12/31/21	11/28/17	Martin.Moore@cityoffederalway.com	(253) 835-2401
Position #7	Linda Kochmar	1/1/20-12/31/23	11/26/19	Linda.Kochmar@cityoffederalway.com	(253) 835-2401

*Councilmember Gregory Baruso was elected to fill appointed position #2 that was filled by Councilmember Jesse Johnson on 3/7/2020.

**Councilmember Leandra Craft was appointed on 10/15/20 to fill unexpired term vacated on 07/31/20 by Councilmember Koppang.

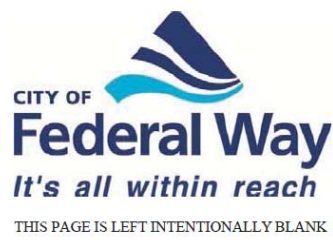
***Councilmember position will be added to 2021 general election for unexpired "short-term" through 12/31/2023.

JUDICIAL BRANCH

<u>Position</u>	<u>Employee</u>	<u>Elected/ Appointed</u>	<u>Term</u>	<u>Office Date</u>	<u>Contact Information</u>
Presiding Judge	David Larson	Elected	N/A	3/3/2008	David.Larson@cityoffederalway.com (253) 835-3012
Judge	Rebecca Robertson	Elected	N/A	1/1/2010	Rebecca.Robertson@cityoffederalway.com (253) 835-3025
Court Administrator	Susanne White	Appointed	N/A	2/22/2010	Susanne.White@cityoffederalway.com (253) 835-3000

CITY ADMINISTRATION (In alphabetical order)

<u>Position</u>	<u>Employee</u>	<u>Appointment</u>	<u>Contact Information</u>
City Attorney	Ryan Call	3/9/2017	Ryan.Call@cityoffederalway.com (253) 835-2572
City Clerk	Stephanie Courtney	10/7/2014	Stephanie.Courtney@cityoffederalway.com (253) 835-2540
Community Development Director	Brian Davis	11/1/2016	Brian.Davis@cityoffederalway.com (253) 835-2612
Economic Development Director	Tim Johnson	9/15/2014	Tim.Johnson@cityoffederalway.com (253) 835-2412
Finance Director	Ade Ariwoola	4/1/2014	Ade.Ariwoola@cityoffederalway.com (253) 835-2520
Human Resources Manager	Jean Stanley	1/1/2011	Jean.Stanley@cityoffederalway.com (253) 835-2532
IT Director	Thomas Fichtner	3/23/2020	Thomas.Fichtner@cityoffederalway.com (253) 835-2547
Parks Director	John Hutton	7/23/2014	John.Hutton@cityoffederalway.com (253) 835-6910
Police Chief	Andy Hwang	3/18/2014	Andy.Hwang@cityoffederalway.com (253) 835-6716
Public Works Director	EJ Walsh	8/18/2018	EJ.Walsh@cityoffederalway.com (253) 835-2713



VISION

Federal Way is a community known for its cultural diversity, attractive parks, safe neighborhoods, and vibrant business centers.

MISSION

The City of Federal Way is responsive, innovative and fiscally responsible in delivering quality services, promoting economic development, improving infrastructure, and managing growth.

GOALS

- Integrate the public safety strategy into all facets of City operations, building on a strong community-based approach.
- Create a multi-use urban city center that is pedestrian friendly, linked to neighborhoods and parks, and services as the social and economic hub of the City.
- Establish Federal Way as an economic leader and job center in South King County by attracting a regional market for high quality office and retail businesses.
- Maintain the capital facilities plan and provide financing options for transportation and surface water improvements, parks, recreation, cultural arts and public facilities.
- Ensure a responsive service culture within the City organization where employees listen carefully, treat citizens and each other respectfully and solve problems creatively, efficiently, and proactively.
- Position Federal Way as a regional leader by working collaboratively with other local and regional jurisdictions in order to leverage resources.

Adopted March 7, 2006

**OUR CITY VALUES
S-P-I-R-I-T**

Service

1. Timely responses within established deadlines to internal and public inquiries.
2. Behave in a friendly, helpful manner - take the extra step to help the other person.
3. Seek feedback from clients on service delivery (non-defensive and learning). Adjust services based upon feedback.
4. Monitor performance and results. Identify ways for improving services.
5. Know and understand your customers - City co-workers, Mayor and Council, public and other agencies.

Pride

1. Support the City. Make supporting comments in the community.
2. Take pride in appearance; your office; demeanor; dress.
3. Take pride in quality products; no mistakes; looks good; and communicates proper meaning.
4. Recognize the importance of your job.
5. Be a City Ambassador in the community.

Integrity

1. Be truthful.
2. Be trustworthy. Do what you say you are going to do.
3. Avoid relationships which may be conflicts of interest.
4. Do not withhold or misrepresent information.
5. Respect confidences.

Responsibility

1. Be accountable. Take credit or blame for your own actions.
2. Do not promise more than you can deliver. Know your limits.
3. Keep your word.
4. Be reliable.
5. Develop knowledge and skills.

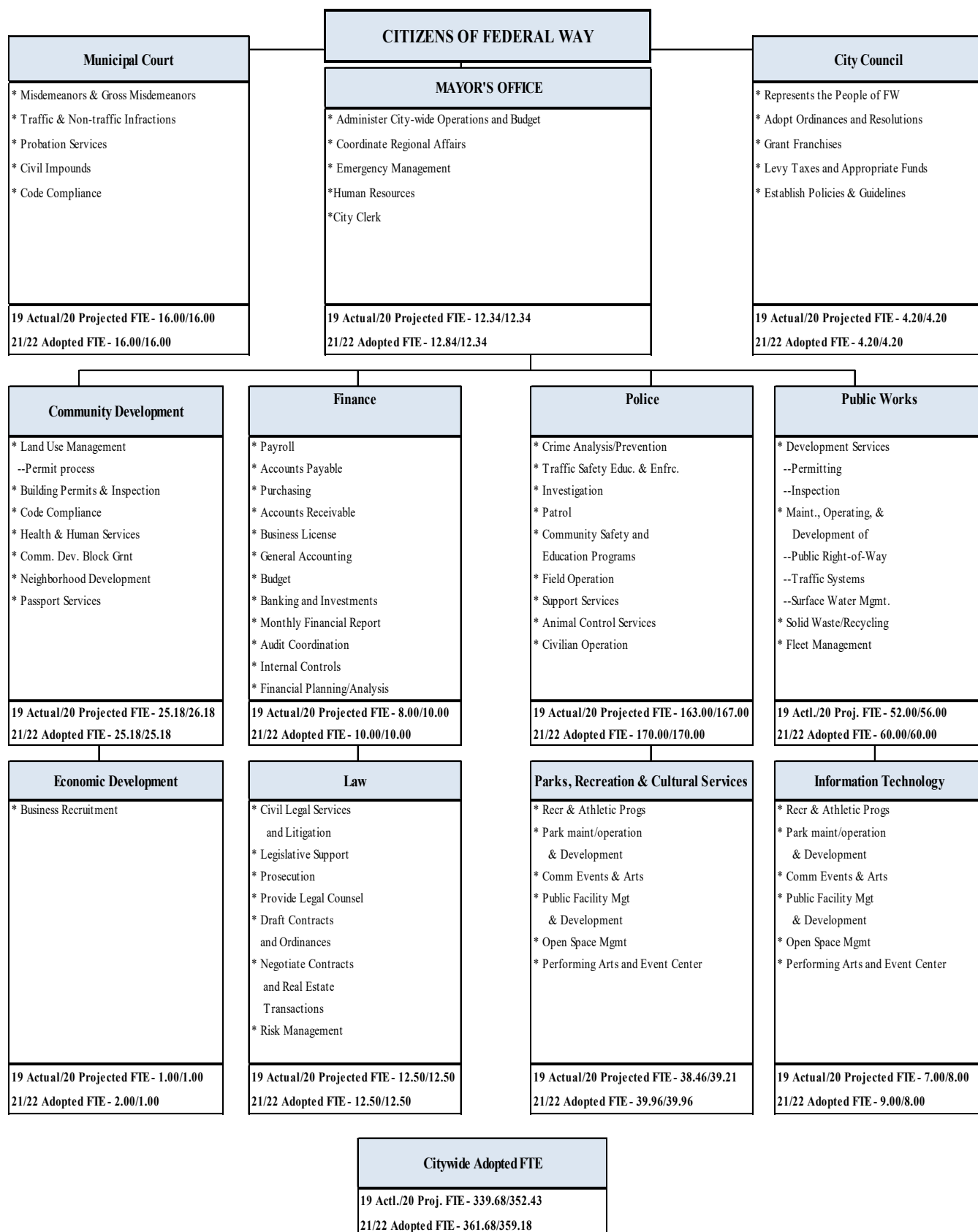
Innovation

1. Take reasonable risks.
2. Keep current on changes in your field.
3. Be open-minded.
4. Try new things.
5. Turn setbacks into opportunities. Learn from failures.

Teamwork

1. Keep others informed and alerted.
2. Respect each other.
3. Help each other.
4. Support team success over personal success. There is no "I" in teamwork.
5. Recognize your role may change depending upon the situation.
6. Be loyal. Support the team or organization decision.
7. Involve others in decision-making as appropriate and possible.

CITY OF FEDERAL WAY ORGANIZATION CHART AND OPERATION SUMMARY



BOARDS AND COMMISSIONS

The Boards and Commissions are appointed by the Mayor and City Council. The City of Federal Way has numerous boards and commissions as listed below. The board and commission make recommendations to the Mayor and City Council on certain decisions and policy matters. Board and Commission applications are on the City's website and at City Clerk's Office, 2nd Floor of City of Federal Way, 33325 8th Avenue, Federal Way, WA 98003 or call 253-835-2540.

Arts Commission

Purpose:	The Arts Commission develops and oversees the City's various arts programs, and makes recommendations to the City Council on all areas of the arts, including the fine arts, literary, performing, visual, and cultural as well as historic preservation.		
Number of Members:	9 members – 2 alternates	Appointed by:	City Council
Current Members:	Vickie Chynoweth, Kimberly Bowman, Kenny Byrne, Karen Brugato, Cory Young, Alyson Soma, Iveta Felzenberg, Shelley Tsui,, 1 Vacant, 2 Vacant Alternate		
Meeting Information:	1st Thursday of each month at 7:30 a.m. - Federal Way Community Center		

Civil Service Commission

Purpose:	The Civil Service Commission powers and performs the duties established by state law in connection with the selection, appointment, promotion, demotion and employment of commissioned officers below the rank of Director of Police Services.		
Number of Members:	5 members – 2 alternates	Appointed by:	Mayor
Current Members:	David Blain, Linda Purlee, Sofia Mayo, 2 Vacant, 2 Alternate		
Meeting Information:	1 st Wednesday of each month as needed at 7:00 p.m. - Hylebos Conference Room		

CDBG Loan Advisory Review Committee

Purpose:	The CDBG Loan Review Advisory Committee advises the Mayor and City Council on economic development loan products and applications for loan funding.		
Number of Members:	4 members	Appointed by:	City Council
Current Members:	(not currently active)		
Meeting Information:			

Diversity Commission

Purpose:	The Diversity Commission advises the City Council on policy matters involving the community's cultural and ethnic differences, ensuring that these differences are considered in the decision-making process.		
Number of Members:	9 members and 1 alternate member	Appointed by:	City Council
Current Members:	Ali Hajheidari, ShaQuina Davis, Julian Franco, Nichelle Curtis-McQueen, Larissa Lincoln, Trenise Rogers, Stephanie Suprius, Brandon Bruan, Jennifer Frederick, Vacant position - alternate.		
Meeting Information:	2 nd Wednesday of January, March, May, July, September, November at 5:30 p.m. – Hylebos Conf. Room		

Finance, Economic Development & Regional Affairs Committee (FEDRAC)

Purpose:	The FEDRAC is a City Council Committee that reviews issues and policies related to the City's budget and fiscal affairs, financial operations, economic development activities and legislative and regional relations. The Lodging Tax Advisory Committee reports to FEDRAC.		
Number of Members:	3 members		
Current Members:	Hoang Tran, Leandra Craft, and Linda Kochmar		
Meeting Information:	4 th Tuesday of each month at 5:00 pm. – Hylebos Conference Room		

Ethics Board

Purpose:	The Ethics Board reviews complaints regarding alleged violations of the Federal Way Code of Ethics.		
Number of Members:	3 members and 1 alternate member	Appointed by:	City Council
Current Members:	Karen Kirkpatrick, Kathryn Hancock, 1 Vacant, 1 Vacant - alternate		
Meeting Information:	As necessary		

Human Services Commission

Purpose:	The Human Services Commission makes reports and recommendations to the City Council and Mayor concerning human services issues.		
Number of Members:	9 members and 3 alternate members	Appointed by:	City Council
Current Members:	Ken Stark, Cynthia Ricks-Maccotan, Jack Walsh, Katherine Festa, Mary Schultz, Kathryn Scanlon, Vivian Alexander, Sofia Mayo, Betty Taylor, Joseph Franco – alternate, Eric Owen – alternate, Grace Ssebugwawo Namagga - alternate		
Meeting Information:	3 rd Monday of each month at 5:30 pm – Hylebos Conference Room		

Independent Salary Commission

Purpose:	The Independent Salary Commission studies the relationship of benefits to the duties of the Mayor and City Council members and adjusts them, if appropriate. They are to review and file their salary schedules and benefits no later than May 31 of every even-numbered year.		
Number of Members:	5 members and 2 alternate	Appointed by:	Mayor & Approved by City Council
Current Members:	Roger Flygare, Kenny Byrne, Brian Sandler, 2 Vacant, 2 Vacant - alternate		
Meeting Information:	Even Years – Meeting dates vary – Time and location to be announced		

Land Use & Transportation Committee

Purpose:	The LUTC is a City Council Committee that reviews issues regarding land use, streets and traffic. The Planning Commission reports to the LUTC.		
Number of Members:	3 members of the elected City Council		
Current Members:	Greg Baruso, Hoang Tran and Martin Moore.		
Meeting Information:	1 st Monday of each month at 5:00 pm – Council Chambers		

Lodging Tax Advisory Commission

Purpose:	The membership of the Lodging Tax Advisory Committee consists of an elected official of the city who serves as chair, three representatives of businesses required to collect the tax, and three people involved in activities that are funded by revenue received from the tax.		
Number of Members:	7 members	Appointed by:	City Council
Current Members:	Lydia Assefa-Dawson, Mike Dunwiddie, Madalena Miller, Paul Ishii, Naomi Tilford, Brian Hoffman and TJ Bal		
Meeting Information:	2 nd Wednesday of each month at 10:00 am – Hylebos Conference Room		

Parks and Recreation Commission

Purpose:	The Parks and Recreation Commission advises the City Council on policy matters involving acquisition, development and significant operational impacts of Parks and Recreation Department facilities and programs.		
Number of Members:	9 members and 2 alternate	Appointed by:	City Council
Current Members:	Michael Campsmith, Dawn Coggins, David Berger, George Pfeiffer, Thomas George, George Vadino, Carrie BeSerra, Gary Rich, 1 Vacant, 2 Vacant - alternate		
Meeting Information:	1st Thursday of each month at 6:30 p.m. – Hylebos Conference Room		

Parks, Recreations, Human Services & Public Safety Committee (PRHSPSC)

Purpose:	The PRHSPSC reviews issues related to these particular areas. The Arts Commission, Diversity Commission, Human Services Commission, Parks and Recreation Commission, and Youth Commission report to the PRHSPSC.		
Number of Members:	3 members of the elected City Council		
Current Members:	Linda Kochmar, Lydia Assefa-Dawson and Greg Baruso.		
Meeting Information:	2 nd Tuesday of each month at 5:00 pm. – Hylebos Conference Room.		

Planning Commission

Purpose:	The Planning Commission conducts public hearings and makes recommendations to the City Council on amendments or revisions to the Comprehensive Plan, Zoning Code and Zoning Map.		
Number of Members:	7 members and 3 alternate	Appointed by:	City Council
Current Members:	Lawson Bronson, Tim O’Neil, Diana Noble-Gulliford, Hope Elder, Tom Medhurst, Wayne Carlson, Dale Couture, Eric Olsen – alternate, Jae So - alternate, Anna Patrick - alternate.		
Meeting Information:	1st & 3rd Wednesday of each month at 6:30 p.m. – Council Chambers		

Senior Advisory Commission

Purpose:	The Senior Advisory Commission advises the city council on policies, community engagement, and delivery of senior citizen programs and to provide outreach to the community. The commission shall identify issues related to senior citizens in the community by working with the residents, service providers, the mayor's office, and city staff.		
Number of Members:	9 members and 2 alternates	Appointed by:	City Council
Current Members:	Catherine North, Cheryl Volheim, Debbie Harvey, Hope Elder, Kevin King, Lana Bostic, Kenneth Pratt, Sue Ellenbrecht, Frank Field, Dora “Pal” Leonard –Alternate		
Meeting Information:	3rd Wednesday of every odd month at 2:00 p.m. (Jan, Mar, May, July, Sept. Nov.) – Hylebos Conference Room		

Youth Commission

Purpose:	The Youth Commission advises the City Council and other City boards and commissions on issues such as youth programs, recreational activities, dance clubs and other issues of importance to youth.		
Number of Members:	12 members and 3 alternates	Appointed by:	City Council
Current Members:	Amy Ojeaburu, Nic Pagliocco, Mary Alison Wood, Ankit Gowda, Daniel Chung, Iris Hamilton, Ankita Sharma, Samuel Lee, Shi-Hyun “Shawn” Yu, 3 Vacant, 3 Vacant - alternate		
Meeting Information:	Second and Fourth Thursday of each month at 5:00 p.m. – Federal Way Community Center		

BUDGET PROCESS

Procedures for Adopting the Original Budget - The City's budget process and the time limits under which the biennial budget must be prepared are defined by the Revised Code of Washington (RCW) 35A.34. These elements, with which the City continues to comply, resulted in the following general work plan and calendar for 2020:

Process Description	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Mayor Presents Proposed Biennial Budget to Council							
Budget Overview - Revenue & Expenditure Projections Department Presentations Start							
Council Deliberations & Continued Department Presentations							
Public Hearing (required by RCW 35A.34) 2021-2022 Biennial Budget/Property Tax Levy							
Continue Council Deliberations/Budget Workshop							
Public Hearing Continue from November 04, 2020 (required by RCW 35A.34) Introduction Ordinance/2021-2022 Biennial Budget & 2021 Property Tax Levy							
Enactment Ordinance 2021-2022 Biennial Budget & 2021 Property Tax Rate Resolution 2021 Fee Schedule							

Mid-Biennium Review and Modification - The biennial budget statute referenced above requires jurisdictions electing a biennium budget to perform a mid-biennium review and modification of the adopted budget per RCW 35.34.130. The review and modification shall occur no sooner than eight months after the start nor later than conclusion of the first year of the fiscal biennium.

Amending the Budget - When the Mayor/City Council determines that it is in the best interest of the City to increase or decrease the appropriation for a particular fund, it may do so by ordinance approved by a simple majority. The Mayor is authorized to transfer budgeted amounts between departments within any fund. The Department Directors are authorized to transfer budgeted amounts between accounts within a department.

BUDGET POLICIES

I. OPERATING BUDGET

A. OVERALL

1. The budget should be a performance, financing and spending plan agreed to by the Mayor, City Council, and Department Directors. It should contain information and data regarding expected revenues, expected expenditures and expected performance.
2. The City will prepare and annually refine written policies and goals to guide the preparation of performance, financing and spending plans for the City budget. Adopted budgets will comply with the adopted budget policies and Council priorities.
3. As a comprehensive business plan, the budget should provide the following critical elements recommended by the Government Finance Officers Association: public policies, financial plan, operations guide, and communications device.
4. The City's budget presentation should display the City's service delivery/performance plan in a Council/constituent-friendly format. Therefore, the City will use a program budgeting format to convey the policies for and purposes of City operations. The City will also prepare the line-item format materials for those who wish to review that information.
5. Decision making for capital improvements will be coordinated with the operating budget to make effective use of the City's limited resources for operating and maintaining facilities.
6. Under the Mayor's direction, Department Directors have primary responsibility for: a) formulating budget proposals in line with Mayor and City Council priority direction, and b) implementing those proposals once they are approved.

B. FISCAL INTEGRITY

1. The City will maintain the fiscal integrity of its operating, debt service, and capital improvement budgets which provide services and maintain certain public facilities, streets and utilities. It is the City's intent to maximize the level of public goods and services while minimizing the level of debt.
2. The City will adopt a balanced budget for all funds. Balanced budget for operating funds means ongoing operating program costs do not exceed the amount of ongoing revenues to finance those costs. The ongoing revenue will be identified along with new program costs including impact from new capital projects. Any available carryover balance will only be used to offset one-time or non-recurring costs. Balanced budget for non-operating funds means total resources equal to or exceed total uses.
3. Cash balances in excess of the amount required to maintain reserve policy will be used to fund one-time or non-recurring costs.
4. Transportation impact fees shall be used only for the projects or purpose for which they were intended.

C. CONTINGENT ACCOUNTS

1. The City shall maintain a Contingency Reserve in order to accommodate unexpected operational changes, legislative impacts, or other economic events affecting the City's operations which could not have been reasonably anticipated at the time the budget was prepared. Funding shall be \$1 million.
2. The City shall maintain an operating cash flow reserve of \$9 million or 17 % of operating expenditures in the General Fund. The purpose of operating cash flow reserve is to maintain a

minimum of two month's operating expenditure in reserve to manage the fluctuation in tax receipts, grant revenues, and general cash flow management.

3. The City shall maintain a Strategic Opportunity Reserve of \$2 million. It provides the liquidity to respond to economic opportunity that is not budgeted for that may provide a long term economic benefit to the City.
4. The City shall maintain a Parks Reserve of \$1.13 million for the equipment replacement, turf replacement, and other major upgrades to the City's Park System.
5. The City will maintain an emergency reserve fund for snow and ice removal of not less than \$0.5 million in Street Fund.
6. The City will maintain an emergency reserve fund of not less than \$0.1 million for unexpected natural disaster that affects our infrastructure, pending the receipt of available grants or other resources, to restore our road to its original condition in Arterial Street Fund.
7. The City will maintain a minimum cash flow reserve with the Utility Tax Fund in amount equal to \$2.5 million (\$1.0 million Proposition 1 and \$1.5 million Utility tax).
8. The City will maintain a one year revenue reserve in the Real Estate Excise Fund and may spend down ONLY upon the Council's approval.
9. The City will maintain a minimum cash flow reserve with the Hotel/Motel Lodging Tax Fund in amount equal to the prior year's complete revenues (\$0.2 million) in ending fund balance.
10. The City shall maintain a minimum of \$1.5 million in a reserve for the future general capital needs of the building such as major upgrade, roof replacement, and equipment replacement in Community Center Fund.
11. The City shall maintain a minimum of \$1.2 million in a reserve for cash flow management and a contingent reserve in Traffic Safety Fund to fund traffic equipment replacement, and to absolve an unplanned revenue decline.
12. The City shall maintain adequate reserve in Debt Service Fund in accordance with the bond ordinance or a minimum of one year debt service amount.
13. The City shall maintain a reserve for the future general capital needs for the city buildings or other capital projects in Capital Project Reserve Fund. The Finance Director may transfer excess revenue over expenditure in the General fund to this fund for future use of the City.
14. The City shall maintain a minimum of \$1.5 million in a reserve for the general capital needs of the building and equipment in Dumas Bay Centre Fund.
15. The City will maintain a reserve in an amount of not less than 16 weeks of budgeted expenses as recommended by our consultant in the Health Insurance Fund.
16. The City will maintain a reserve in an amount of not less than \$0.25 million or annual unemployment expenses in the Unemployment Insurance Fund.
17. The City will maintain a reserve in an amount of not less than one year's expenses from the prior year or \$0.6 million in Risk Management Fund.
18. The City shall maintain an operating reserve within the Surface Water Management Fund in amount not less than 17% of operating expenses from the prior year. Any excess may be transferred to the Capital Project Fund – SWM for future capital projects.
19. The City shall maintain Emergency/Contingent reserve for unexpected catastrophic events or system failures of not less than \$0.5 million in Capital Project Fund –SWM.

20. The City will maintain adequate reserves for capital replacement and shall be funded through department charges and other revenues sufficient to replace both hardware and software at the end of their useful life in Information System Fund.
 21. The City will maintain an adequate reserve to replace copy and mailing equipment in the Mail and Duplication Fund.
 22. The City will maintain an adequate reserve to replace a fleet of vehicles and other heavy equipment at their scheduled replacement time in Fleet and Equipment Fund.
 23. The City will maintain a reserve of not less than \$2.0 million for equipment, roof, and other major upgrades to City Buildings other than Community Center, and Dumas Bay Centre.
- D. REVENUES
1. Revenue estimates shall not assume any growth rate in excess of inflation. Real growth that occurs will be recognized through budgetary adjustments only after it takes place. This practice imposes short term constraint on the level of public goods or services. However, in the event that revenues are less than expected, it minimizes the likelihood of severe cutback actions which may be profoundly disruptive to the goal of providing a consistent level of quality services.
 2. Investment income earned through the City's investment pool shall be budgeted based upon the allocation methodology, i.e. the projected average monthly balance of each participating fund.
- E. CONTRACTUAL SERVICES
1. The City will continue to thoroughly investigate the feasibility of contracting certain public services in accordance with Council Resolution No. 92-103.
- F. MINIMIZATION OF ADMINISTRATIVE COSTS
1. An appropriate balance will be maintained between resources allocated for direct services to the public and resources allocated to assure sound management, internal controls, and legal compliance.
- G. RETIREMENT
1. The budget shall provide for adequate funding of the City's retirement system.
- H. MONTHLY REPORT
1. The budget will be produced so that it can be directly compared to the actual results of the fiscal year and presented in a timely monthly report.
 2. All budget amendments, both revenues and expenditures, will be noted in the monthly report.
- I. MULTI-YEAR ESTIMATES
1. With each budget, the City will update expenditure and revenue projections for the next six years. Projections will include estimated operating costs for capital improvements that are included in the capital budget.
 2. This budget data will be presented to elected officials in a form that will facilitate budget decisions, based on a multi-year perspective.
- J. CITIZEN INVOLVEMENT
1. Citizen involvement shall be encouraged in the budget decision making process through public hearings and study sessions.

2. Involvement shall also be facilitated through City boards, task forces and commissions, which shall serve in advisory capacities to the Mayor and City Council.
- K. FEES
1. Fees shall be phased toward covering 100% of the cost of service delivery, unless such amount prevents an individual from obtaining an essential service. Fees or service charges should not be established to generate money in excess of the cost of providing service.
 2. Fees may be less than 100% if other factors (e.g. market forces, competitive position, etc.) need to be recognized.
- L. NONPROFIT ORGANIZATIONS
1. Future funding decisions regarding nonprofit organizations will be based on guidelines, policies and priorities determined by the City Council and availability of financing based on General Fund spending priorities.

II. CAPITAL BUDGET

A. FISCAL POLICIES

1. Capital project proposals should include as complete, reliable, and attainable cost estimates as possible. Project cost estimates for the Capital Budget should be based upon a thorough analysis of the project and are expected to be as reliable as the level of detail known about the project. Project cost estimates for the Six-Year City Capital Improvement Plan will vary in reliability depending on whether they are to be undertaken in the first, fifth or sixth year of the Plan.
2. Capital proposals should include a comprehensive resource plan. This plan should include the amount and type of resources required, and the funding and financing strategies to be employed. The specific fund and timing should be outlined. The plan should indicate resources needed to complete any given phase of a project in addition to the total project.
3. All proposals for the expenditure of capital funds shall be formulated and presented to Council within the framework of a general capital budget and, except in exceptional circumstances of an emergency nature, no consideration will be given to the commitment of any capital funds, including reserve funds, in isolation from a general review of all capital budget requirements.
4. Changes in project estimates for the comprehensive resource plan should be fully reported to the City Council for review and approval.
5. Project proposals should indicate the project's impact on the operating budget, including, but not limited to, long-term maintenance costs necessary to support the improvement.
6. At the time of contract award, each project shall include reasonable provision for contingencies:
 - a. The amount set aside for contingencies shall correspond with industry standards and shall not exceed ten (10) percent, or a percentage as otherwise determined by the City Council of the total contract amount.
 - b. Project contingencies may, unless otherwise determined by the City Council, be used only to compensate for unforeseen circumstances requiring additional funds to complete the project within the original project scope and identified needs.
 - c. For budgeting purposes, project contingencies are a reasonable estimating tool. At the time of the contract award, the project's budgeted appropriation, including contingency, will be replaced with a new appropriation equal to the approved project contract contingency developed in the manner described above.

7. The City Administration shall seek ways of ensuring that administrative costs of carrying out the Capital Improvement Plan are kept at appropriate levels.
8. The Annual Capital Budget shall include only those projects which can reasonably be accomplished in the time frame indicated. The detail sheet for each budgeted capital project should include a projected schedule.
9. Capital projects which are not encumbered or completed during the fiscal year will be rebudgeted or carried over to the next fiscal year except as reported to and subsequently approved by the City Council. All re-budgeted capital projects should be so noted in the Adopted Capital Budget. Similarly, multi-year projects with unencumbered or unexpended funds will be carried over to the subsequent year(s).
10. If a proposed project will cause a direct negative impact on other publicly-owned facilities, improvements to the other facilities will be required as part of the new project and become a part of the new project's comprehensive costs.
11. Capital projects will not be budgeted unless there are reasonable expectations that revenues will be available to pay for them.

B. DEBT POLICIES

1. Short-term lines of credit, tax or Revenue Anticipation Notes may be used only when the City's ability to implement approved programs and projects is seriously hampered by temporary cash flow shortages. In general, these Notes will be avoided. No other form of debt will be used to finance ongoing operational costs.
2. Whenever possible, the City shall identify alternative sources of funding and shall examine the availability of those sources in order to minimize the level of debt.
3. Whenever possible, the City shall use special assessment, revenue, or other self-supporting bonds instead of general obligation debt.
4. Long term general obligation debt will be incurred when necessary to acquire land or fixed assets, based upon the ability of the City to pay. This debt shall be limited to those capital improvements that cannot be financed from existing revenues and when there is an existing or near-term need for the project. The project should also be integrated with the City's long term financial plan and City Improvement Plan.
5. The maturity date for any debt will not exceed the reasonable expected useful life of the project so financed.
6. Fifty percent (50%) of the principal of any long term indebtedness should be retired over 10 years.
7. Current year revenues shall be set aside to pay for the subsequent year's debt service payments. This is intended to immunize the City's bondholders from any short term volatility in revenues.
8. The City shall encourage and maintain good relations with financial and bond rating agencies, and will follow a policy of full and open disclosure on every financial report and bond prospectus.
9. The City shall establish affordability guidelines in order to preserve credit quality. One such guideline, which may be suspended for emergency purposes, or because of unusual circumstances, is as follows:
10. Debt service to be repaid with operating revenues should not exceed 8% of the respective operating budget.

C. CAPITAL IMPROVEMENT PLAN (CIP) POLICIES

1. Citizen participation in the Capital Improvement Program is a priority for the City. Among the activities which shall be conducted to address this need are the following:
 - a. The Capital Improvement Plan shall be provided to the City Council in a timely manner to allow time for the Council members to review the proposal with constituents before it is considered for adoption.
 - b. Council study sessions on the Capital Improvement Plan shall be open to the public and advertised sufficiently in advance of the meetings to allow for the attendance of interested citizens.
 - c. Prior to the adoption of the Capital Improvement Plan, the City Council shall hold noticed public hearings to provide opportunities for citizens to express their opinions on the proposed plan.
 - d. The City Planning Commission shall review the proposed City Improvement Plan and provide its comments on the Plan's contents before the Council considers the Plan for adoption.
2. All projects included in the Capital Improvement Plan shall be consistent with the City's Comprehensive Plan. The goals and policies for services, facilities, and transportation should be followed in the development of the City Improvement Plan. The Comprehensive Plan service level goals should be called out in the City Improvement Plan.
3. Capital projects shall be financed to the greatest extent possible through user fees and benefit districts when direct benefit to users results from construction of the project. Refer to Debt Policies for further detail.
4. Projects that involve intergovernmental cooperation in planning and funding should be established by an agreement that sets forth the basic responsibilities of the parties involved.
5. The Council will annually review and establish criteria against which capital proposals should be measured. Included among the factors which will be considered for priority-ranking are the following:
 - a. Projects which have a positive impact on the operating budget (reduced expenditures, increased revenues);
 - b. Projects which are programmed in the Six-Year Operating Budget Forecast;
 - c. Projects which can be completed or significantly advanced during the Ten-Year Capital Improvement Plan;
 - d. Projects which can be realistically accomplished during the year they are scheduled;
 - e. Projects which implement previous Council-adopted reports and strategies.

A complete list of criteria follows.

CRITERIA FOR DETERMINING PROJECT INCLUSION/PRIORITY
(In Priority Order)

1. Projects which are required by statute or by an existing agreement with another agency.
2. Projects which are essential to public health or safety.
3. Projects which are urgently needed by some other criteria than public health or safety, e.g. environmental or public service.
4. Projects which have exhibited a high degree of public support.
5. Projects which are grant funded and would have minimal or no operating cost impact on the General Fund.
6. Projects which, if not acted upon now, would result in the irrevocable loss of an opportunity, or other major alternative actions would have to be initiated.
7. Projects which would preserve an existing capital facility, avoiding significantly greater expenses in the future (e.g. continuation of a ten-year cycle street maintenance program).
8. Projects which would result in significant savings in General Fund operating costs.
9. Projects which would fulfill a City commitment (evidenced by previous inclusion in the annual CIP and community support) to provide minimal facilities in areas which are deficient according to adopted standards.
10. Projects which would provide significant benefits to the local economy and tax base.
11. Purchase of land for future projects at favorable prices prior to adjacent development.
12. Purchase of land for future City projects (land banking).
13. Projects which would provide new facilities which have minimal or no operating costs or which have operating costs but have been designated as exceptions to the operating cost policy by previous City Council actions.
14. Projects which would be constructed in conjunction with another agency with the other agency providing for the operating costs.
15. Projects which would generate sufficient revenue to be essentially self-supporting in their operation.
16. Projects which would make an existing facility more efficient or increase its use with minimal or no operating cost increase.
17. Projects which would fulfill City commitment (evidenced by previous inclusion in the annual CIP and community support) to provide greater than minimal facilities.
18. Projects which are grant funded but would require increased operating costs in the General Fund.
19. Projects which are not grant funded and would require increased operating costs in the General Fund, and have not been designated as exceptions to the operating cost policy by previous City Council actions.

BASIS OF ACCOUNTING AND BUDGETING

Accounting records for the City are maintained in accordance with methods prescribed by the State Auditor under the authority of Washington State law, Chapter 43.09 R.C.W., and in compliance with generally accepted accounting principles as set forth by the Governmental Accounting Standards Board.

Basis of Presentation - Fund Accounting

The accounts of the City are organized on the basis of funds and account groups. Each fund is a separate accounting entity with a self-balancing group of accounts. There are three broad fund categories, seven generic fund types within those categories and two account groups. A purpose and description of the fund is provided on the fund pages in the Budget by Fund section of this budget document.

Basis of Accounting

Basis of accounting refers to when revenues, expenditures, expenses, transfers and the related assets and liabilities are recognized and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

The *accrual basis* of accounting is used by proprietary fund types. Under this method, revenues are recognized when earned, and expenses are recognized when incurred.

The *modified accrual* basis of accounting is used by governmental, expendable trust and agency funds. Revenues and other financial resources are recognized when they become susceptible to accrual, i.e., when the related funds become both measurable and available to finance expenditures of the current period. To be considered "available", revenue must be collected during the current period or soon enough thereafter to pay current liabilities.

Basis of Budgeting

The City uses the same revenue and expenditure recognition principles for budgeting as for accounting with the exception of depreciation or amortization expenses in proprietary funds.

Balanced Budget

The state law prescribes a balanced budget where total expenditures and other uses not to exceed total resources (current revenue plus beginning fund balance). The city's budget policy further requires that expenditures not to exceed revenues. Therefore, a balanced budget for Federal Way must meet both conditions.

Budgetary Fund Balances

Budgetary fund balance is the difference between current liability and current assets of a fund. This is the amount available for appropriations during the budget period. It is different than the fund equity or the net position reported in the entity-wide financial statements as it does not include capital assets or long-term liabilities that are not available or due within current budget period.

Scope of Budget and Fund Descriptions

Budgets are adopted for the general, special revenue, and debt service funds on the modified accrual basis of accounting. Certain special revenue and capital project funds, however, are budgeted on a project-length basis. For governmental funds, there are no differences between the budgetary basis and generally accepted accounting principles. Budgets for project/grant related special revenue funds and capital project funds are adopted at the level of the individual project and for fiscal periods that correspond to the lives of projects.

Legal budgetary control is established at the fund level; i.e., expenditures for a fund may not exceed the total appropriation amount. The Mayor may authorize transfers of appropriations within a fund, but the City Council must approve by ordinance any increase in total fund appropriations. Any unexpended appropriations for budgeted funds lapse at the end of the year. Appropriations for other special purpose funds that are non-operating in nature, such as capital projects, are adopted on a "project-length" basis and, therefore, are carried forward from year to year without re-appropriation until authorized amounts are fully expended or the designated purpose of the fund has been accomplished.

The individual funds within each fund type which are included in the City's budget are listed below.

General Fund - This fund is used to account for all financial resources except those required to be accounted for in another Fund.

Special Revenue Funds - These funds are established to account for proceeds of specific revenue sources that are either designated by policy or are legally restricted to expenditure for specified purposes.

Street Fund	Community Center Fund
Arterial Street Fund	Traffic Safety Fund
Utility Tax Fund	Solid Waste/Recycling Fund
Utility Tax Proposition 1 Fund	Special Contract/Studies Fund
Community Development Block Grant Fund	Hotel/Motel Lodging Tax Fund
Paths and Trails Reserve Fund	Performing Arts & Event Center Fund
Technology Fund	Affordable & Supprt. Housing Sales/Use Tax Fund
Jail Fund	

Reserve Funds - These funds are established to account for special reserves set aside to provide the liquidity to respond to economic opportunity and future capital needs.

Strategic Reserve Fund	Capital Project Reserve Fund
Parks Reserve Fund	

Debt Service Fund - This fund is to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

Capital Project Funds - These funds account for financial resources to be used for the acquisition or construction of major capital facilities.

Downtown Redevelopment Fund	Surface Water Management Projects Fund
Municipal Facilities Fund	Transportation Systems
Park Project Fund	Performing Arts and Event Center Fund
Real Estate Excise Tax Fund	

Enterprise Fund - This Fund is to account for operations that are normally financed and operated in a manner similar to a private business enterprise where the intent of the governing body is that the costs of providing goods and services to the general public on a continuing basis be financed or recovered primarily through user charges.

Surface Water Management Fund	Dumas Bay Centre Fund
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Internal Service Funds - These Funds are established to account for the financing of goods and services provided by one department of the governmental unit to other units on a cost reimbursement basis.

Risk Management Fund	Fleet and Equipment Fund
Information Systems Fund	Buildings and Furnishings Fund
Mail and Duplication Services Fund	Health Self Insurance Fund
	Unemployment Insurance Fund

SOURCES & USES – ALL FUNDS

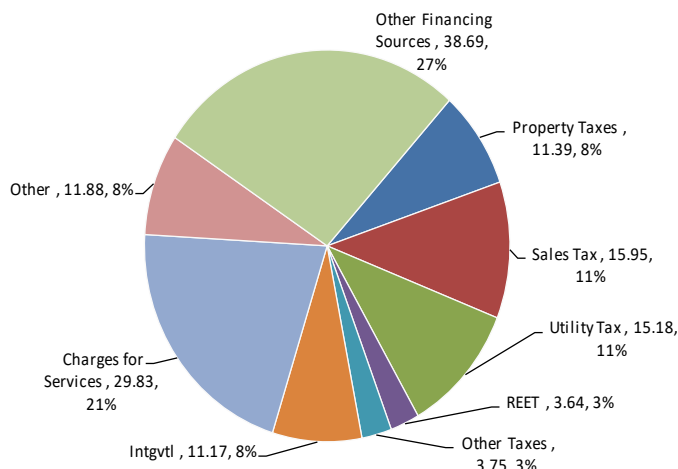
Item	2018	2019	2020			2021	2022	21 Adopted - 20 Adj	
	Actual	Actual	Adopted	Adjusted	Projected	Adopted	Adopted	\$ Chg	% Chg
BEGINNING FUND BALANCE	\$ 63,383,382	\$ 62,121,983	\$ 50,396,151	\$ 69,236,802	\$ 69,236,802	\$ 63,296,634	\$ 60,598,909	\$ (5,940,168)	-8.6%
REVENUE:									
Property Taxes	\$ 10,799,658	\$ 10,917,428	\$ 11,077,213	\$ 11,275,838	\$ 11,275,838	\$ 11,385,965	\$ 11,357,280	\$ 110,127	1.0%
Sales Tax	14,731,810	15,908,863	15,849,755	14,457,381	14,457,381	15,949,755	15,949,755	1,492,374	10.3%
Criminal Justice Sales Tax	2,927,406	3,056,010	2,818,399	3,027,361	3,027,361	3,027,361	3,027,361	-	0.0%
Utility Tax	11,719,589	11,102,083	12,352,891	14,297,547	14,297,547	15,177,606	15,177,606	880,059	6.2%
Real Estate Excise tax	4,240,825	5,171,643	3,640,000	3,640,000	3,640,000	3,640,000	3,640,000	-	0.0%
Other Taxes	1,578,750	1,577,336	1,309,336	1,508,513	1,508,513	727,510	762,513	(781,003)	-51.8%
Licenses and Permits	4,690,928	5,785,610	4,492,914	4,540,011	4,540,011	3,767,560	3,800,552	(772,451)	-17.0%
Intergovernmental	11,701,965	11,360,417	9,448,970	15,446,615	15,446,615	11,171,580	8,691,893	(4,275,035)	-27.7%
Charges for Services	23,906,863	25,282,614	23,092,630	23,705,959	23,705,959	29,832,665	25,181,793	6,126,705	25.8%
Fines and Penalties	4,250,327	4,553,593	4,747,401	3,689,631	3,689,631	3,699,426	3,699,428	9,795	0.3%
Miscellaneous	3,504,554	4,191,883	2,519,700	2,344,515	2,344,515	3,927,434	4,152,312	1,582,919	67.5%
Proprietary Fund Revenue	595,106	393,461	458,000	458,000	458,000	488,000	488,000	30,000	6.6%
Other Financing Sources	19,040,344	37,468,544	17,586,503	23,597,778	23,597,778	38,690,790	20,672,813	15,093,011	64.0%
Total Revenues	\$ 113,688,125	\$ 136,769,486	\$ 109,393,712	\$ 121,989,149	\$ 121,989,149	\$ 141,485,652	\$ 116,601,306	\$ 19,496,502	16.0%
EXPENDITURE:									
City Council	\$ 405,140	\$ 422,165	\$ 446,163	\$ 508,211	\$ 508,212	\$ 525,655	\$ 530,695	\$ 17,444	3.4%
Mayor's Office	1,415,322	1,497,281	1,380,561	1,623,623	1,623,623	1,562,957	1,574,923	(60,666)	-3.7%
Performing Arts & Event Center	1,628,150	2,589,541	1,874,323	1,331,690	1,331,690	2,299,757	2,299,757	968,067	72.7%
Municipal Court	1,847,925	1,920,563	2,014,046	2,076,046	2,076,046	2,048,798	2,074,615	(27,248)	-1.3%
Finance	962,052	1,045,012	1,088,521	1,269,595	1,269,595	1,260,163	1,287,736	(9,432)	-0.7%
City Clerk	499,915	592,263	513,984	513,984	513,984	558,912	560,410	44,928	8.7%
Human Resources	478,791	521,715	514,881	554,881	554,881	597,932	536,319	43,051	7.8%
Information Technology	2,444,079	2,460,033	2,301,282	2,676,752	2,676,752	3,002,544	2,892,615	325,792	12.2%
Law -Civil	2,235,733	2,424,692	2,519,401	3,477,930	3,477,930	2,713,738	2,740,068	(764,191)	-22.0%
Law-Criminal	717,523	750,449	764,733	765,483	765,483	774,742	776,142	9,259	1.2%
Community Development	2,375,956	2,642,460	2,629,295	2,868,265	2,868,265	2,855,852	2,792,217	(12,413)	-0.4%
Economic Development	279,486	340,503	415,973	495,973	495,973	366,756	284,756	(129,217)	-26.1%
Community Services	1,541,263	1,667,589	1,530,068	3,004,187	3,004,187	2,810,382	1,733,502	(193,805)	-6.5%
Jail Contract Costs	6,417,479	5,932,095	4,341,950	4,048,950	4,048,950	3,303,463	3,319,584	(745,487)	-18.4%
911 Dispatch	2,724,139	2,679,436	2,748,692	2,748,692	2,748,692	2,748,692	2,748,692	-	0.0%
Police	24,184,656	24,785,658	25,056,183	25,625,641	25,625,641	24,766,286	25,343,757	(859,355)	-3.4%
Parks, Recr & Cultural Svcs	9,000,438	8,635,870	7,979,621	8,027,531	8,027,531	8,745,916	8,954,169	718,385	8.9%
Public Works	25,036,214	25,236,629	18,817,490	24,793,344	24,793,344	31,119,467	26,436,182	6,326,123	25.5%
Non-Departmental	30,755,262	43,510,717	33,531,339	42,209,780	41,518,539	52,121,366	34,448,471	9,911,585	23.5%
Total Expenditures	\$ 114,949,523	\$ 129,654,671	\$ 110,468,506	\$ 128,620,558	\$ 127,929,317	\$ 144,183,376	\$ 121,334,610	\$ 15,562,818	12.1%
Changes in Fund Balance	\$ (1,261,399)	\$ 7,114,815	\$ (1,074,794)	\$ (6,631,408)	\$ (5,940,168)	\$ (2,697,725)	\$ (4,733,303)	\$ 3,933,684	-59.3%
ENDING FUND BALANCE:	\$ 62,121,983	\$ 69,236,798	\$ 49,321,357	\$ 62,605,393	\$ 63,296,634	\$ 60,598,909	\$ 55,865,605	\$ (2,006,484)	-3.2%

EXPENDITURE LINE-ITEM SUMMARY – ALL FUNDS

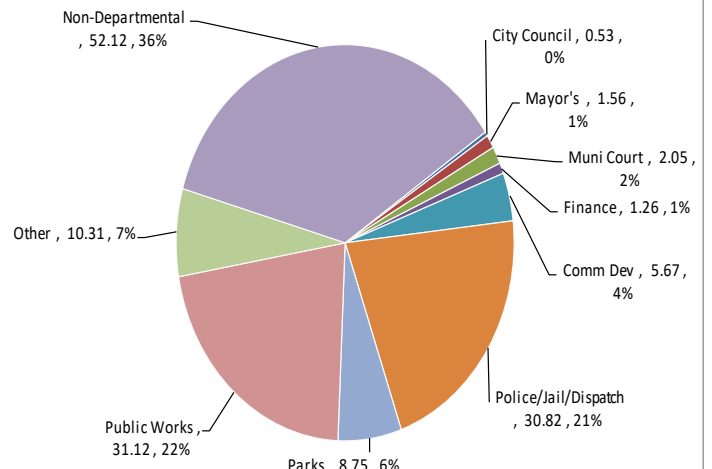
Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Expenditures:										
1XX	Salaries & Wages	\$ 30,553,459	\$ 32,087,522	\$ 32,977,825	\$ 34,600,825	\$ 33,909,584	\$ 36,893,245	\$ 37,037,723	\$ 2,292,420	6.6%
2XX	Benefits*	10,721,301	11,120,068	11,714,894	11,800,517	11,800,517	11,913,985	12,003,324	113,469	1.0%
3XX	Supplies	2,081,819	2,383,044	1,879,310	2,194,292	2,194,292	2,055,674	2,026,274	(138,618)	-6.3%
4XX	Services and Charges	19,512,138	20,501,894	21,396,182	27,156,681	27,156,681	24,367,360	20,624,603	(2,789,321)	-10.3%
5XX	Intergovernmental	10,796,740	10,298,300	8,615,875	6,929,717	6,929,717	7,500,983	7,324,283	571,266	8.2%
6XX	Capital Outlay	14,778,208	12,570,459	6,908,563	12,326,723	12,326,723	12,808,174	11,579,083	481,451	3.9%
7XX	Debt Service-Principal	755,120	13,137,967	1,500,001	2,028,881	2,028,881	16,215,088	2,003,716	14,186,207	699.2%
8XX	Debt Service-Interest	594,484	1,129,944	1,142,998	1,140,668	1,140,668	1,021,466	954,096	(119,202)	-10.5%
9XX	Internal Services/Other	6,137,467	6,510,354	7,146,355	7,347,476	7,347,476	7,182,983	7,124,489	(164,493)	-2.2%
0XX	Other Financing Use	19,018,788	19,915,119	17,186,503	23,094,778	23,094,778	24,224,418	20,657,019	1,129,640	4.9%
Total Expenditures:		\$ 114,949,523	\$ 129,654,671	\$ 110,468,506	\$ 128,620,558	\$ 127,929,317	\$ 144,183,376	\$ 121,334,610	\$ 15,562,819	12.1%

1. Salaries & Wages increase is primarily due to Sound transit funded salaries, 3 COPS grant officers, 4 new Surface Water Management positions, addition of Economic Development position, Inclusion and Diversity position, and scheduled step increases.
2. Benefits increase is primarily due to increased health insurance premiums.
3. Supplies decrease is primarily due to the elimination of one-time Covid-19 supplies.
4. Services and Charges decrease is primarily due to the elimination one-time Covid-19 services and one-time grants given to businesses for support during Covid-19.
5. Intergovernmental increase is primarily due to restoring the jail services budget.
6. Capital Outlay increase is due to having more Transportation and Surface Water Management capital projects.
7. Debt Service - Principal & Interest increased due to payoff of principal for Target Property and FWCC due to refunding of the bonds.
8. Internal Services/Other is also relatively stable due to the desire to control cost.
9. Other Financing Use increase is primarily due to increased transfers related to the operation of the General Fund, Arterial Street Overlay, and Performing Arts & Event Center.

All Funds 2021 Revenues \$141.49M



All Funds 2021 Expenditures \$144.18M



2021 BUDGET - SUMMARY OF REVENUE AND EXPENDITURES - ALL FUNDS

FUND/DEPARTMENT	Beginning Fund Balance	2021 Revenues	2021 Expenditures	Ending Fund Balance
General Fund				
Non-Departmental	\$ 9,713,168	\$ 43,213,230	\$ 11,479,633	\$ 41,446,766
City Council	-	-	525,655	(525,655)
Mayor's Office	-	-	703,201	(703,201)
Municipal Court	-	222,793	1,797,146	(1,574,352)
Finance	-	-	1,260,163	(1,260,163)
City Clerk	-	-	558,912	(558,912)
Human Resources	-	-	597,932	(597,932)
Law	-	2,500	1,745,073	(1,742,573)
Community Development	-	2,514,363	3,719,412	(1,205,049)
Economic Development	-	-	366,756	(366,756)
Police/Jail/911	-	2,465,586	22,742,823	(20,277,237)
Parks and Recreation	-	1,045,000	4,154,492	(3,109,492)
Total General Fund	9,713,168	49,463,473	49,651,198	9,525,443
Special Revenue Funds:				
Street	500,000	5,154,613	4,927,382	727,231
Arterial Street	502,618	3,018,000	3,047,184	473,435
Affordable & Support. Housing Sales/Use Tax	-	-	-	-
Utility Tax	1,506,932	12,104,294	12,058,633	1,552,593
Solid Waste and Recycling	166,146	556,330	545,844	176,632
Special Studies/Contract	341,927	-	-	341,927
Hotel/Motel Lodging Tax	1,335,006	155,000	155,000	1,335,006
Community Center	1,500,000	2,252,875	2,245,642	1,507,233
Traffic Safety	270,442	2,885,942	2,736,856	419,528
Utility Tax Proposition 1	1,027,013	4,070,141	4,097,154	1,000,000
Performing Arts & Event Center	0	2,299,757	2,299,757	0
Transportation Benefit District	-	-	-	-
Community Development Block Grant	21,251	1,843,010	1,843,010	21,251
Paths and Trails	1,360,437	169,000	200,000	1,329,437
Technology	91,136	146,716	181,000	56,852
Jail	-	3,303,463	3,303,463	0
Strategic Reserve	3,599,800	2,000	601,800	3,000,000
Parks Reserve	1,130,793	5,000	-	1,135,793
Total Special Revenue Funds	13,353,501	37,966,141	38,242,725	13,076,918
Debt Service	3,322,342	17,366,390	17,434,315	3,254,417
Total Debt Service Fund	3,322,342	17,366,390	17,434,315	3,254,417
Capital Project Funds				
Real Estate Excise Tax	2,070,443	3,670,000	3,973,018	1,767,426
Downtown Redevelopment	3,426,754	-	600,000	2,826,754
Capital Project - Municipal Facilities	289,595	1,000	-	290,595
Capital Project - Parks	1,641,591	-	190,000	1,451,591
Capital Project - Surface Water Mgt	1,869,432	447,568	2,317,000	-
Capital Project - Transportation	4,199,189	12,988,000	11,176,972	6,010,217
Capital Project Reserve	367,936	-	-	367,936
Performing Arts & Event Center	-	-	-	-
Total Capital Project Funds	13,864,939	17,106,568	18,256,989	12,714,518
Enterprise Funds				
Surface Water Management	2,592,114	5,941,201	5,502,041	3,031,274
Dumas Bay Centre	1,500,000	900,871	900,872	1,500,000
Total Enterprise Funds	4,092,114	6,842,072	6,402,913	4,531,274
Internal Service Funds				
Risk Management	1,200,000	1,196,040	1,475,512	920,528
Information Systems	3,640,480	2,929,180	2,875,652	3,694,008
Mail and Duplication	205,164	135,947	126,892	214,219
Fleet and Equipment	7,515,027	2,846,144	3,129,104	7,232,067
Building and Furnishings	2,763,525	490,355	1,150,108	2,103,772
Health Insurance	3,367,672	5,138,041	5,427,967	3,077,746
Unemployment Insurance	258,701	5,299	10,000	254,000
Total Internal Service Funds	18,950,569	12,741,006	14,195,235	17,496,340
Grand Total	\$ 63,296,634	\$ 141,485,650	\$ 144,183,374	\$ 60,598,909

2022 BUDGET - SUMMARY OF REVENUE AND EXPENDITURES - ALL FUNDS

FUND/DEPARTMENT	Beginning Fund Balance	2022 Revenues	2022 Expenditures	Ending Fund Balance
General Fund				
Non-Departmental	\$ 9,525,443	\$ 41,827,135	\$ 10,109,569	\$ 41,243,010
Council	-	-	530,695	(530,695)
Mayor's Office	-	-	715,168	(715,168)
Municipal Court	-	222,793	1,818,905	(1,596,112)
Finance	-	-	1,287,736	(1,287,736)
City Clerk	-	-	560,410	(560,410)
Human Resources	-	-	536,319	(536,319)
Law	-	2,500	1,750,938	(1,748,438)
Community Development	-	2,564,111	3,658,283	(1,094,172)
Economic Development	-	-	284,756	(284,756)
Police/Jail/911	-	2,500,586	23,241,094	(20,740,508)
Parks and Recreation	-	1,045,000	4,193,695	(3,148,695)
Total General Fund	9,525,443	48,162,126	48,687,568	9,000,001
Special Revenue Funds:				
Street	727,231	4,549,437	4,776,669	500,000
Arterial Street	473,435	3,018,000	3,051,111	440,324
Affordable & Support. Housing Sales/Use Tax	-	-	-	-
Utility Tax	1,552,593	12,104,294	12,034,394	1,622,493
Solid Waste and Recycling	176,632	556,330	545,844	187,119
Special Studies/Contract	341,927	-	-	341,927
Hotel/Motel Lodging Tax	1,335,006	155,000	155,000	1,335,006
Community Center	1,507,233	2,749,102	2,756,334	1,500,000
Traffic Safety	419,528	2,885,942	2,775,519	529,951
Utility Tax Proposition 1	1,000,000	4,170,276	4,170,276	1,000,000
Performing Arts & Event Center	-	2,299,757	2,299,757	-
Community Development Block Grant	21,251	758,323	758,323	21,251
Paths and Trails	1,329,437	169,000	-	1,498,437
Technology	56,852	149,250	14,300	191,802
Jail	-	3,319,584	3,319,584	0
Strategic Reserve	3,000,000	2,000	2,000	3,000,000
Parks Reserve	1,135,793	5,000	15,793	1,125,000
Total Special Revenue Funds	13,076,918	36,891,295	36,674,902	13,293,310
Debt Service	3,254,417	2,569,426	3,093,264	2,730,578
Total Debt Service Fund	3,254,417	2,569,426	3,093,264	2,730,578
Capital Project Funds				
Real Estate Excise Tax	1,767,426	3,670,000	3,437,426	2,000,000
Downtown Redevelopment	2,826,754	-	205,000	2,621,754
Capital Project - Municipal Facilities	290,595	1,000	115,000	176,595
Capital Project - Parks	1,451,591	-	375,000	1,076,591
Capital Project - Surface Water Mgt	-	2,060,000	1,767,000	293,000
Capital Project - Transportation	6,010,217	5,570,000	7,773,566	3,806,651
Capital Project Reserve	367,936	-	-	367,936
Performing Arts & Event Center	-	-	-	-
Total Capital Project Funds	12,714,518	11,301,000	13,672,991	10,342,527
Enterprise Funds				
Surface Water Management	3,031,274	4,930,775	6,116,029	1,846,020
Dumas Bay Centre	1,500,000	930,211	930,210	1,500,000
Total Enterprise Funds	4,531,274	5,860,986	7,046,239	3,346,020
Internal Service Funds				
Risk Management	920,528	1,196,040	1,486,275	630,293
Information Systems	3,694,008	2,720,687	2,707,608	3,707,088
Mail and Duplication	214,219	135,947	185,007	165,159
Fleet and Equipment	7,232,067	2,300,644	1,919,901	7,612,809
Building and Furnishings	2,103,772	490,355	594,127	2,000,000
Health Insurance	3,077,746	4,966,800	5,256,726	2,787,820
Unemployment Insurance	254,000	6,000	10,000	250,000
Total Internal Service Funds	17,496,340	11,816,473	12,159,644	17,153,169
Grand Total	\$ 60,598,909	\$ 116,601,305	\$ 121,334,609	\$ 55,865,605

Explanation of Changes in Fund Balance

(Greater than 10%)

In 2014 the City of Federal Way established a formal reserve and fund balance policy with resolution #14-664 and updated with resolution 18-732 in 2018. Based on the current policy the most fund balances remain within the required amounts.

Street Fund – The 31.25% decrease in fund balance from \$727.23K to \$500.00K is primarily due to increased labor costs due to adding 2 landscape maintenance workers, and one-time repair services needed on the Steel Lake Maintenance Facility.

Traffic Safety Fund – The 26.32% increase in fund balance from \$419.53K to \$529.95K is primarily due to the City's attempt to bring the fund back to the reserve policy of \$1.2M.

Paths & Trails Fund – The 12.71% increase in fund balance from \$1.33M to \$1.50M is primarily due to the City's attempt to save up for future paths & trails projects.

Technology Fund – The 237.37% increase in fund balance from \$56.85K to \$191.80K is primarily due to collecting automation fee revenue for future replacement of IT systems.

Real Estate Excise Tax Fund – The 13.16% increase in fund balance from \$1.77M to \$2.00M is primarily due to building the fund balance back to the reserve policy of \$2.0M.

Debt Service Fund – The 16.10% decrease in fund balance from \$3.25M to \$2.73M is primarily due to paying down debt service principal.

Capital Project – Municipal Facilities CIP Fund – The 39.23% decrease in fund balance from \$290.60K to \$176.60K is primarily due to transferring out funds for other future capital projects.

Capital Project – Parks Fund – The 25.83% decrease in fund balance from \$1.45M to \$1.08M is primarily due to funding of playground replacements, and major maintenance on existing parks.

Capital Project – Transportation Fund – The 36.66% decrease in fund balance from \$6.01M to \$3.81M is primarily due to funding street and traffic related transportation capital projects.

Surface Water Management Fund – The 39.10% decrease in fund balance from \$3.03M to \$1.85M is due to transferring out funding for surface water management capital projects.

Risk Management Fund – The 31.53% decrease in fund balance from \$0.92M to \$0.63M is primarily due to increased costs for insurance and claims, and change in fund balance policy. The City decided to reduce the required amount now that we are fully insured.

Mail and Duplication Fund – The 22.90% decrease in fund balance from \$0.21M to \$0.17M is due to the one-time purchase of copiers.

2021 BUDGET – SOURCES BY FUND AND CATEGORY

2021	Taxes	Licenses and Permits	Intergvtl	Charges for Services	Fines and Penalties	Proprietary Fund Revenues	Misc.	Total Operating Revenues	Other Financing Sources
General	\$ 30,780,591	\$ 3,567,560	\$ 2,004,000	\$ 4,221,584	\$ 824,984	\$ -	\$ 817,540	\$ 42,216,259	\$ 7,247,211
Street	-	200,000	1,300,000	736,572	-	-	360,216	2,596,788	2,557,825
Arterial Street	-	-	450,000	-	-	-	5,000	455,000	2,563,000
Utility Tax	12,092,294	-	-	-	-	-	12,000	12,104,294	-
Solid Waste and Recycling	-	-	115,570	437,560	2,000	-	1,200	556,330	-
Special Studies/Contract	-	-	-	-	-	-	-	-	-
Hotel/Motel Lodging Tax	150,000	-	-	-	-	-	5,000	155,000	-
Community Center	-	-	-	1,590,875	-	-	382,693	1,973,568	279,307
Traffic Safety	-	-	-	-	2,872,442	-	13,500	2,885,942	-
Real Estate Excise Tax	3,640,000	-	-	-	-	-	30,000	3,670,000	-
Utility Tax Proposition 1	3,085,312	-	-	-	-	-	8,000	3,093,312	976,829
Performing Arts & Event Center Operations	-	-	-	344,470	-	-	935,310	1,279,780	1,019,977
Community Development Block Grant	-	-	1,843,010	-	-	-	-	1,843,010	-
Paths and Trails	160,000	-	9,000	-	-	-	-	169,000	-
Technology	-	-	-	146,716	-	-	-	146,716	-
Jail	-	-	-	-	-	-	-	-	3,303,463
Strategic Reserve	-	-	-	-	-	-	2,000	2,000	-
Parks Reserve	-	-	-	-	-	-	5,000	5,000	-
Debt Service	-	-	-	-	-	-	30,000	30,000	17,336,390
Downtown Redevelopment	-	-	-	-	-	-	-	-	-
Capital Project - Municipal Facilities	-	-	-	-	-	-	1,000	1,000	-
Capital Project - Parks	-	-	-	-	-	-	-	-	-
Capital Project - Surface Water Mgt	-	-	-	-	-	-	-	-	447,568
Capital Project - Transportation	-	-	5,450,000	4,990,000	-	-	250,000	10,690,000	2,298,000
Capital Project Reserve	-	-	-	-	-	-	-	-	-
Capital Project - Performing Arts & Event Center	-	-	-	-	-	-	-	-	-
Surface Water Management	-	-	-	5,938,201	-	-	3,000	5,941,201	-
Dumas Bay Centre	-	-	-	254	-	-	784,897	785,151	115,720
Risk Management	-	-	-	1,103,040	-	88,000	5,000	1,196,040	-
Information Systems	-	-	-	2,750,180	-	-	179,000	2,929,180	-
Mail and Duplication	-	-	-	135,947	-	-	-	135,947	-
Fleet and Equipment	-	-	-	2,220,329	-	-	80,315	2,300,644	545,500
Building and Furnishings	-	-	-	489,696	-	-	659	490,355	-
Health Insurance	-	-	-	4,727,241	-	400,000	10,800	5,138,041	-
Unemployment Insurance	-	-	-	-	-	-	5,299	5,299	-
Total 2021 Revenues	\$ 49,908,197	\$ 3,767,560	\$ 11,171,580	\$ 29,832,665	\$ 3,699,426	\$ 488,000	\$ 3,927,429	\$ 102,794,857	\$ 38,690,790

2022 BUDGET – SOURCES BY FUND AND CATEGORY

2022	Taxes	Licenses and Permits	Intergvtl	Charges for Services	Fines and Penalties	Proprietary Fund Revenues	Misc.	Total Operating Revenues	Other Financing Sources
General	\$ 30,786,909	\$ 3,600,552	\$ 2,004,000	\$ 4,238,338	\$ 824,986	\$ -	\$ 817,614	\$ 42,272,399	\$ 5,889,726
Street	-	200,000	1,300,000	736,572	-	-	217,016	2,453,588	2,095,849
Arterial Street	-	-	450,000	-	-	-	5,000	455,000	2,563,000
Utility Tax	12,092,294	-	-	-	-	-	12,000	12,104,294	-
Solid Waste and Recycling	-	-	115,570	437,560	2,000	-	1,200	556,330	-
Special Studies/Contract	-	-	-	-	-	-	-	-	-
Hotel/Motel Lodging Tax	150,000	-	-	-	-	-	5,000	155,000	-
Community Center	-	-	-	1,590,875	-	-	850,000	2,440,875	308,227
Traffic Safety	-	-	-	-	2,872,442	-	13,500	2,885,942	-
Real Estate Excise Tax	3,640,000	-	-	-	-	-	30,000	3,670,000	-
Utility Tax Proposition 1	3,085,312	-	-	-	-	-	8,000	3,093,312	1,076,964
Performing Arts & Event Center Operations	-	-	-	344,470	-	-	935,310	1,279,780	1,019,977
Community Development Block Grant	-	-	758,323	-	-	-	-	758,323	-
Paths and Trails	160,000	-	9,000	-	-	-	-	169,000	-
Technology	-	-	-	149,250	-	-	-	149,250	-
Jail	-	-	-	-	-	-	-	-	3,319,584
Strategic Reserve	-	-	-	-	-	-	2,000	2,000	-
Parks Reserve	-	-	-	-	-	-	5,000	5,000	-
Debt Service	-	-	-	-	-	-	30,000	30,000	2,539,426
Downtown Redevelopment	-	-	-	-	-	-	-	-	-
Capital Project - Municipal Facilities	-	-	-	-	-	-	1,000	1,000	-
Capital Project - Parks	-	-	-	-	-	-	-	-	-
Capital Project - Surface Water Mgt	-	-	500,000	-	-	-	-	500,000	1,560,000
Capital Project - Transportation	-	-	3,555,000	1,560,000	-	-	250,000	5,365,000	205,000
Capital Project Reserve	-	-	-	-	-	-	-	-	-
Capital Project - Performing Arts & Event Center	-	-	-	-	-	-	-	-	-
Surface Water Management	-	-	-	4,927,775	-	-	3,000	4,930,775	-
Dumas Bay Centre	-	-	-	254	-	-	834,897	835,151	95,060
Risk Management	-	-	-	1,103,040	-	88,000	5,000	1,196,040	-
Information Systems	-	-	-	2,691,687	-	-	29,000	2,720,687	-
Mail and Duplication	-	-	-	135,947	-	-	-	135,947	-
Fleet and Equipment	-	-	-	2,220,329	-	-	80,315	2,300,644	-
Building and Furnishings	-	-	-	489,696	-	-	659	490,355	-
Health Insurance	-	-	-	4,556,000	-	400,000	10,800	4,966,800	-
Unemployment Insurance	-	-	-	-	-	-	6,000	6,000	-
Total 2022 Revenues	\$ 49,914,515	\$ 3,800,552	\$ 8,691,893	\$ 25,181,793	\$ 3,699,428	\$ 488,000	\$ 4,152,311	\$ 95,928,492	\$ 20,672,812

GENERAL AND STREET FUND CONSOLIDATED SUMMARY

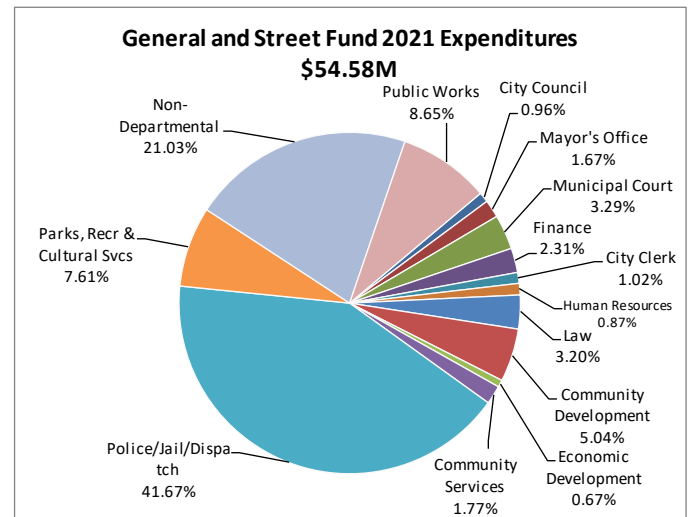
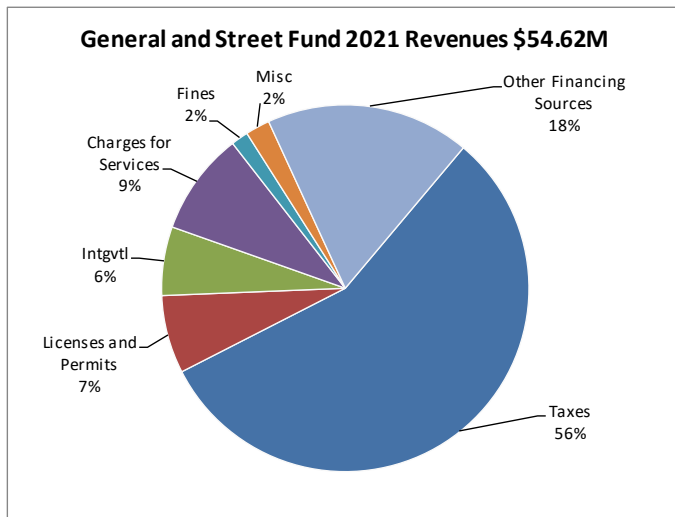
Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
			Adopted	Adjusted	Projected			\$ Chg	% Chg
BEGINNING FUND BALANCE	\$ 11,290,682	\$ 11,662,052	\$ 9,644,733	\$ 11,604,046	\$ 11,604,046	\$ 10,213,168	\$ 10,252,674	\$ (1,390,879)	-12.0%
REVENUE SUMMARY:									
Property Tax	10,799,658	10,917,428	11,077,213	11,275,838	11,275,838	11,385,965	11,357,280	110,127	1.0%
Sales Tax	14,731,810	15,908,863	15,849,755	14,457,381	14,457,381	15,949,755	15,949,755	1,492,374	10.3%
Criminal Justice Sales Tax	2,927,406	3,056,010	2,818,399	3,027,361	3,027,361	3,027,361	3,027,361	-	0.0%
Other Taxes	1,100,962	1,066,377	849,336	1,007,513	1,007,513	417,510	452,513	(590,003)	-58.6%
Licenses and Permits	4,615,508	5,709,234	4,492,914	4,540,011	4,540,011	3,767,560	3,800,552	(772,451)	-17.0%
Intergovernmental	3,740,152	3,982,791	3,309,500	8,145,601	8,145,601	3,304,000	3,304,000	(4,841,601)	-59.4%
Charges for Services	4,549,623	5,414,306	4,335,266	4,730,971	4,730,971	4,958,156	4,974,910	227,184	4.8%
Fines and Penalties	785,588	899,864	943,401	815,189	815,189	824,984	824,986	9,795	1.2%
Miscellaneous	1,152,655	1,086,628	840,878	1,054,778	1,054,778	1,177,761	1,034,631	122,983	11.7%
Other Financing Sources*	9,058,384	9,251,819	12,207,581	12,652,229	12,652,229	9,805,036	7,985,575	(2,847,193)	-22.5%
Total Revenues	\$ 53,461,746	\$ 57,293,322	\$ 56,724,242	\$ 61,706,872	\$ 61,706,872	\$ 54,618,088	\$ 52,711,563	\$ (7,088,784)	-11.5%
EXPENDITURE SUMMARY:									
City Council	\$ 405,140	\$ 422,165	\$ 446,163	\$ 508,211	\$ 508,211	\$ 525,655	\$ 530,695	\$ 17,443	3.4%
Mayor's Office	\$ 1,415,322	1,497,281	1,329,485	972,547	972,547	911,881	923,847	\$ (60,666)	-6.2%
Municipal Court	1,686,923	1,752,439	1,767,149	1,829,149	1,829,149	1,797,146	1,818,905	\$ (32,003)	-1.7%
Finance	962,052	1,045,012	1,088,521	1,269,595	1,269,595	1,260,163	1,287,736	\$ (9,432)	-0.7%
City Clerk	499,915	592,263	513,984	513,984	513,984	558,912	560,410	\$ 44,928	8.7%
Human Resources	478,791	521,715	514,881	554,881	554,881	597,932	536,319	\$ 43,051	7.8%
Law -Civil	851,969	856,841	789,720	919,920	919,920	970,331	974,797	\$ 50,411	5.5%
Law-Criminal	717,523	750,449	764,733	765,483	765,483	774,742	776,142	\$ 9,259	1.2%
Community Development	2,285,955	2,546,372	2,534,077	2,773,047	2,773,047	2,752,041	2,683,103	\$ (21,006)	-0.8%
Economic Development	279,486	340,503	415,973	495,973	495,973	366,756	284,756	\$ (129,217)	-26.1%
Community Services	760,398	871,103	844,805	1,153,524	1,153,524	967,372	975,180	\$ (186,152)	-16.1%
Jail Contract Costs	6,417,479	5,932,095	4,341,950	4,048,950	4,048,950	(0)	0	\$ (4,048,950)	-100.0%
911 Dispatch	2,724,139	2,679,436	2,748,692	2,748,692	2,748,692	2,748,692	2,748,692	\$ -	0.0%
Police	17,939,354	18,546,501	18,843,813	19,413,271	19,413,271	19,994,132	20,492,402	\$ 580,861	3.0%
Parks, Recr & Cultural Svcs	4,036,022	4,231,231	4,076,474	4,313,304	4,313,304	4,154,492	4,193,695	\$ (158,812)	-3.7%
Public Works	4,030,418	4,420,754	4,111,347	4,509,364	4,509,364	4,718,703	4,567,989	\$ 209,339	4.6%
Non-Departmental	7,599,489	10,345,167	11,736,389	16,999,097	16,307,856	11,479,633	10,109,569	\$ (5,519,464)	-32.5%
Total Expenditures	\$ 53,090,376	\$ 57,351,328	\$ 56,868,155	\$ 63,788,991	\$ 63,097,750	\$ 54,578,581	\$ 53,464,236	\$ (9,210,410)	-14.4%
Changes in Fund Balance	\$ 371,370	\$ (58,006)	\$ (143,913)	\$ (2,082,119)	\$ (1,390,879)	\$ 39,507	\$ (752,673)	\$ 2,121,626	-101.9%
ENDING FUND BALANCE:	\$ 11,662,052	\$ 11,604,046	\$ 9,500,821	\$ 9,521,927	\$ 10,213,168	\$ 10,252,674	\$ 9,500,001	\$ 730,747	7.7%

*See pages D-2 and D-4 for detail of Other Financing Sources.

EXPENDITURE LINE-ITEM SUMMARY – GENERAL FUND

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Expenditures:										
1XX	Salaries & Wages	\$ 22,067,202	\$ 23,371,717	\$ 24,221,884	\$ 25,678,568	\$ 24,987,327	\$ 25,757,741	\$ 25,967,379	\$ 79,173	0.3%
2XX	Benefits	7,678,400	8,024,487	8,755,739	8,891,362	8,891,362	8,717,375	8,732,062	(173,987)	-2.0%
3XX	Supplies	861,200	1,098,685	840,392	1,165,447	1,165,447	875,006	875,006	(290,441)	-24.9%
4XX	Services and Charges	5,530,357	5,585,733	7,360,873	10,419,152	10,419,152	5,429,660	5,081,460	(4,989,492)	-47.9%
5XX	Intergovernmental	10,221,577	9,850,738	8,149,125	6,364,911	6,364,911	3,901,206	3,891,205	(2,463,706)	-38.7%
6XX	Capital Outlay	67,999	22,544	-	520,965	520,965	-	-	(520,965)	-100.0%
9XX	Internal Services	5,148,235	5,493,599	5,844,292	6,080,261	6,080,261	6,259,791	6,201,298	179,530	3.0%
0XX	Other Financing Use	1,515,406	3,903,824	1,695,849	4,668,324	4,668,324	3,637,802	2,715,826	(1,030,522)	-22.1%
Total Expenditures:		\$ 53,090,376	\$ 57,351,328	\$ 56,868,155	\$ 63,788,991	\$ 63,097,750	\$ 54,578,581	\$ 53,464,236	\$ (9,210,410)	-14.4%

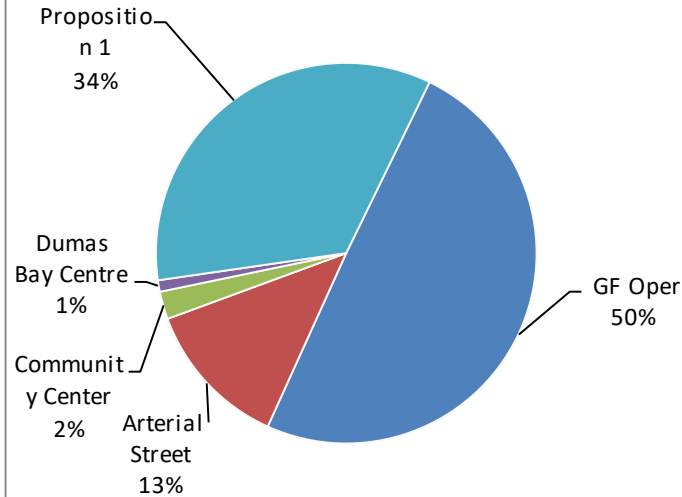
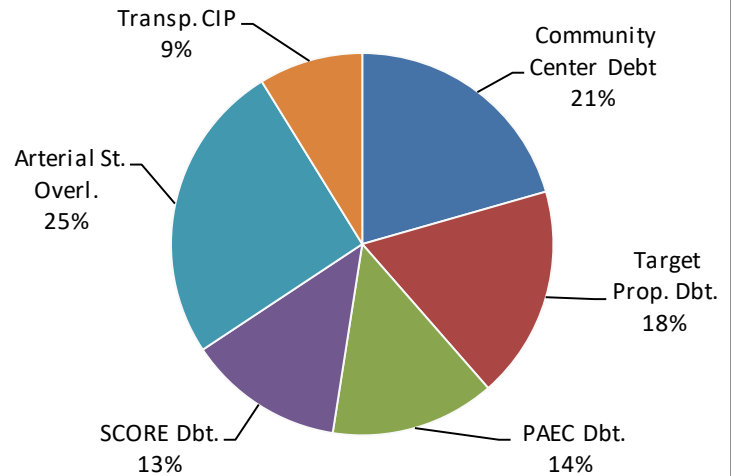
1. Salaries & Wages increase is primarily due to the addition of 3 COPS grant Police Officers, Economic Development position, and Inclusion & Diversity position.
2. Benefits decrease is primarily due to changes of employees in positions with lower benefit costs, and a Facility Maintenance Worker being moved to the 505 Building & Furnishings Fund.
3. Supplies decrease is primarily due to one-time Covid-19 supplies.
4. Services and Charges decrease is primarily due to the elimination of one-time Covid-19 services and one-time grants given to businesses for support during Covid-19.
5. Intergovernmental decrease is primarily due to moving jail budget to a new fund.
6. Capital Outlay decrease is primarily due to one-time Covid-19 equipment purchases.
7. Internal Services increase is primarily due to increased IT services for cybersecurity, and addition of administrative assistant position.
8. Other Financing Use decrease is primarily due to the elimination of one-time transfers to Federal Way Community Center, Performing Arts & Event Center, Dumas Bay Centre, and Traffic Safety Funds for support during Covid-19 closures.



CITY-WIDE POSITION INVENTORY

Department / Division	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted
			Adopted	Adjusted	Projected		
Subtotal City Council	4.20	4.20	4.20	4.20	4.20	4.20	4.20
<u>Mayor's Office</u>							
Administration	5.34	5.34	5.34	5.34	5.34	5.34	5.34
Economic Development	1.00	1.00	1.00	1.00	1.00	2.00	1.00
Emergency Management	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Human Resources	3.50	3.50	3.50	3.50	3.50	4.00	3.50
City Clerk	2.50	2.50	2.50	2.50	2.50	2.50	2.50
Subtotal Mayor's Office	13.34	13.34	13.34	13.34	13.34	14.84	13.34
Subtotal Information Technology	7.00	7.00	7.00	8.00	8.00	9.00	8.00
<u>Municipal Court</u>							
Court Operations	13.00	13.00	13.00	13.00	13.00	13.00	13.00
Probation Services	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Subtotal Municipal Court	16.00	16.00	16.00	16.00	16.00	16.00	16.00
Subtotal Finance	8.00	8.00	8.00	10.00	10.00	10.00	10.00
<u>Law</u>							
Civil Legal Services	4.80	4.80	4.80	4.80	4.80	4.80	4.80
Criminal Prosecution Services	7.70	7.70	8.20	7.70	7.70	7.70	7.70
Subtotal Law	12.50	12.50	13.00	12.50	12.50	12.50	12.50
<u>Community Development</u>							
Administration	3.90	3.58	3.90	4.58	4.58	4.58	4.58
Planning	6.00	6.80	6.80	6.80	6.80	5.80	5.80
Building	11.00	11.00	13.00	11.00	11.00	11.73	11.73
Community Services	3.80	3.80	3.80	3.80	3.80	3.07	3.07
Subtotal Community Development	24.70	25.18	27.50	26.18	26.18	25.18	25.18
<u>Police</u>							
Administration	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Support Services	55.00	58.00	58.00	62.00	62.00	76.00	76.00
Field Operations	103.00	103.00	103.00	103.00	103.00	92.00	92.00
Subtotal Police	160.00	163.00	163.00	167.00	167.00	170.00	170.00
<u>Park, Recreation & Cultural Services</u>							
Administration	1.80	1.80	1.80	1.80	1.80	1.80	1.80
General Recreation	5.83	5.83	5.83	5.83	6.83	6.83	6.83
Community Center	11.33	11.33	11.33	11.33	11.33	11.33	11.33
Dumas Bay Centre	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Park Maintenance	16.00	15.50	15.50	16.25	16.25	17.00	17.00
Performing Arts & Event Center	8.00	1.00	1.00	1.00	-	-	-
Subtotal Park, Recreation & Cultural Services	45.96	38.46	38.46	39.21	39.21	39.96	39.96
<u>Public Works</u>							
Administration	2.75	1.61	1.61	1.61	1.61	1.61	1.61
Development Services	2.20	1.85	1.85	2.85	2.85	2.85	2.85
Traffic Services	5.35	5.28	5.28	5.28	5.28	5.28	5.28
Street Services	11.60	19.10	16.60	22.00	22.00	22.00	22.00
Solid Waste/Recycling	2.20	2.41	2.41	2.41	2.41	2.41	2.41
Surface Water Management	20.40	20.75	20.75	20.85	20.85	24.85	24.85
Fleet & Equipment	0.50	1.00	1.00	1.00	1.00	1.00	1.00
Subtotal Public Works	45.00	52.00	49.50	56.00	56.00	60.00	60.00
Total Ongoing City Staffing	336.70	339.68	340.00	352.43	352.43	361.68	359.18

UTILITY TAX AND REAL ESTATE EXCISE TAX ALLOCATION

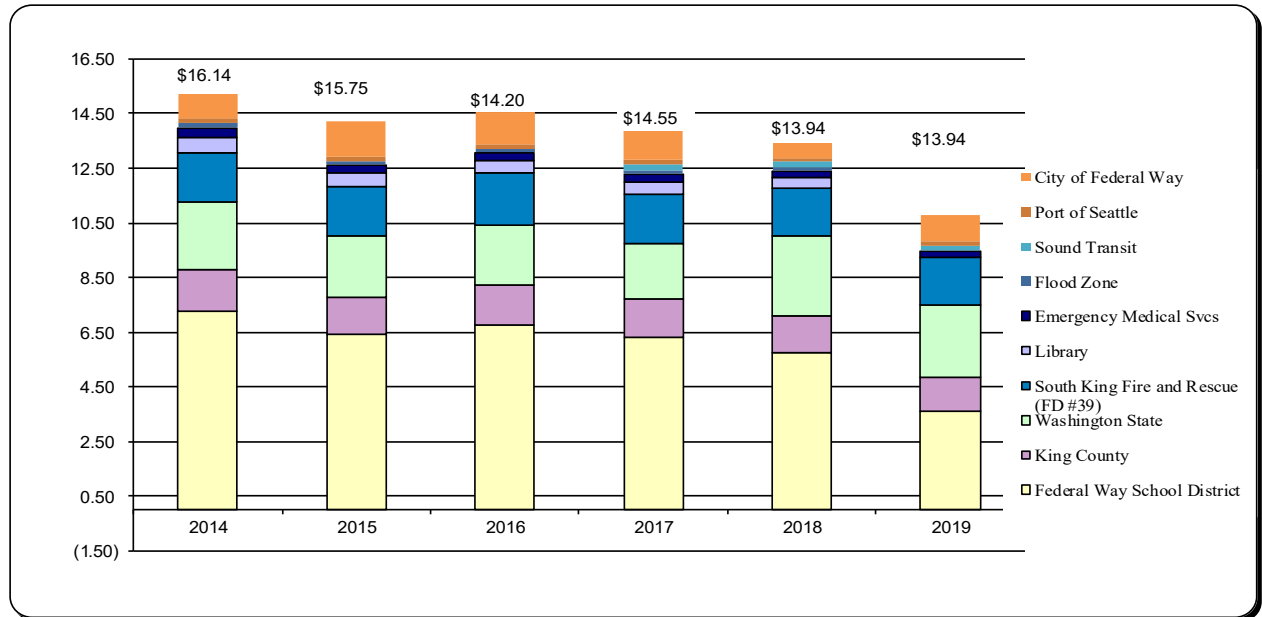
2021 Utility Tax Allocation
(103 & 114)2021 Real Estate Excise Tax
Allocation (113)

Utility Tax Allocation	2021	2022
Adopted Revenue	\$ 15,197,606	\$ 15,197,606
Other Financing Sources	976,829	1,076,964
Uses		
GF Baseline Operations	5,883,314	5,734,559
Arterial Street Overlay Fund	1,500,000	1,500,000
Community Center (FWCC) Oper.	279,307	308,227
Jail Oper.	3,303,463	3,319,584
Dumas Bay Centre (DBC) Oper.	115,720	95,060
Subtotal Other Financing Uses	11,081,804	10,957,430
Proposition 1		
Municipal Court	190,102	194,159
Parks	104,802	104,802
Mayor's	651,076	651,076
Law	267,895	278,996
Police	2,779,468	2,832,128
Community Development	103,811	109,114
Subtotal Proposition 1 Expenditures	4,097,154	4,170,276
Total Uses & Expenditures	\$ 15,178,958	\$ 15,127,706
Adopted Change in Fund Balance	\$ 18,648	\$ 69,900

REET Allocation	2021	2022
Adopted Revenue	\$ 3,670,000	\$ 3,670,000
Uses		
Community Center Debt	817,123	820,123
Target Property Debt	714,778	524,686
PAEC Debt	552,955	553,955
SCORE Debt	525,162	525,662
Arterial Street Overlay	1,013,000	1,013,000
Transportation CIP	350,000	-
Total Uses	\$ 3,973,018	\$ 3,437,426
Adopted Change in Fund Balance	\$ (303,018)	\$ 232,574

*Utility tax allocation includes Utility tax fund and Proposition 1 fund.

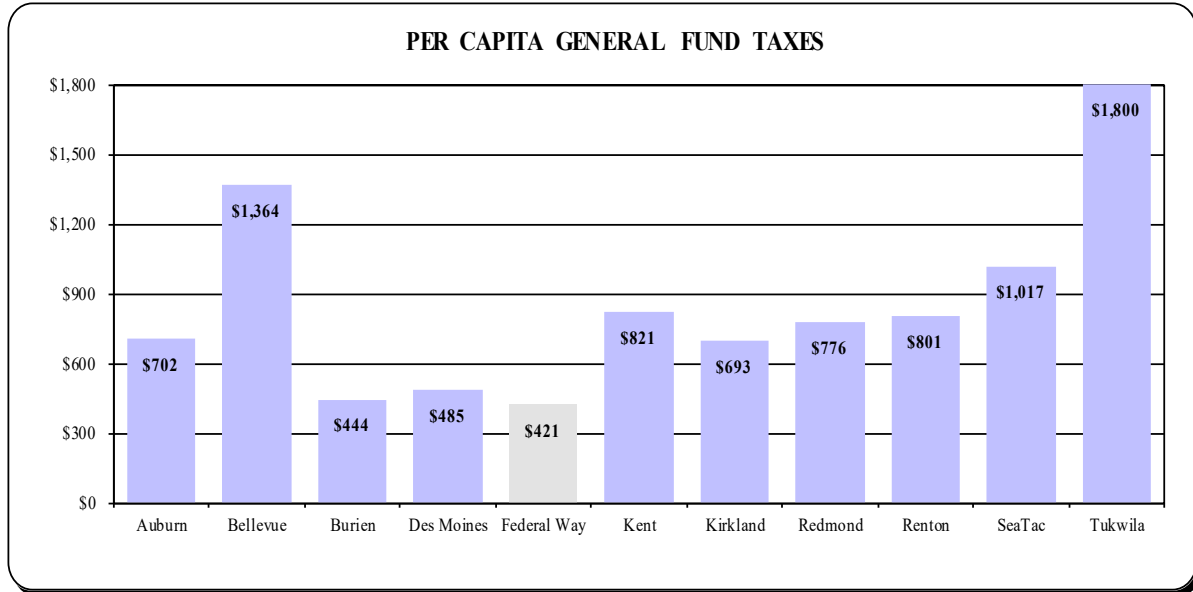
PROPERTY TAX LEVY AND DEMOGRAPHIC INFORMATION (6-YEAR HISTORY)



Property Tax Levy	2014	2015	2016	2017	2018	2019	Change from 2018	
							\$	%
City of Federal Way	\$ 1.40	\$ 1.25	\$ 1.19	\$ 1.13	\$ 1.06	\$ 0.97	\$ (0.09)	-8.5%
Federal Way School District	7.28	6.42	6.75	6.32	5.77	3.63	(2.14)	-37.1%
King County	1.52	1.35	1.48	1.39	1.33	1.22	(0.11)	-8.3%
Washington State	2.47	2.29	2.17	2.03	2.92	2.63	(0.29)	-9.9%
Port of Seattle	0.22	0.19	0.17	0.15	0.14	0.12	(0.02)	-14.3%
South King Fire and Rescue (FD #39)	1.81	1.77	1.91	1.83	1.73	1.77	0.04	2.3%
Library	0.56	0.50	0.48	0.45	0.41	0.37	(0.04)	-9.8%
Emergency Medical Svcs	0.34	0.30	0.28	0.26	0.24	0.22	(0.02)	-8.3%
Flood Zone	0.15	0.14	0.13	0.12	0.11	0.10	(0.01)	-9.1%
Sound Transit	-	-	-	0.25	0.23	0.21	(0.02)	-8.7%
Total Levy Rate	\$ 15.75	\$ 14.20	\$ 14.55	\$ 13.93	\$ 13.94	\$ 11.24	\$ (2.68)	\$ (0.19)
Federal Way % to Total Levy	8.87%	8.79%	8.14%	8.11%	7.60%	8.63%	3.36%	N/A

Demographic Information	2014	2015	2016	2017	2018	2019	Change from 2018	
							\$	%
Assessed Valuation (in 000's)	\$ 8,375,702	\$ 8,905,294	\$ 9,489,437	\$ 10,298,806	\$ 11,393,138	\$ 12,075,445	682,307	6.0%
Median Residence Homeowner Value	196,000	236,000	252,000	270,000	301,000	340,000	39,000	13.0%
City Tax on an Average Home	245	280	285	286	319	330	11	3.4%
Commercial Bldg Permit Value (\$000)	35,923	73,654	18,547	26,817	54,027	157,502	103,475	191.5%
Residential Bldg Permit Value (\$000)	30,923	20,341	19,804	24,455	29,612	27,267	(2,345)	-7.9%
Retail Sales (\$000)	1,442,504	1,575,671	1,685,330	1,682,600	1,745,682	1,885,160	139,478	8.0%
Real Estate Sales (\$000)	418,054	599,779	1,061,942	819,316	843,298	1,043,531	200,233	23.7%
Land Area, Sq. Miles	23	23	23	23	23	23	-	0.0%
Population	90,147	90,764	93,670	96,350	96,690	97,840	1,150	1.2%
Employment	44,791	45,548	47,121	48,470	47,290	49,145	1,855	3.9%
Business License	2,424	2,874	3,990	4,950	5,198	8,195	2,998	57.7%
School Enrollment	21,772	21,979	21,673	22,522	22,309	23,318	1,009	4.5%
CPI-W/Seattle, Midyear	2.2%	0.5%	2.3%	3.2%	3.4%	2.3%	(0)	-32.4%
IPD/Implicit Price Deflator	1.6%	0.3%	1.0%	1.6%	2.2%	1.4%	(0)	-35.5%

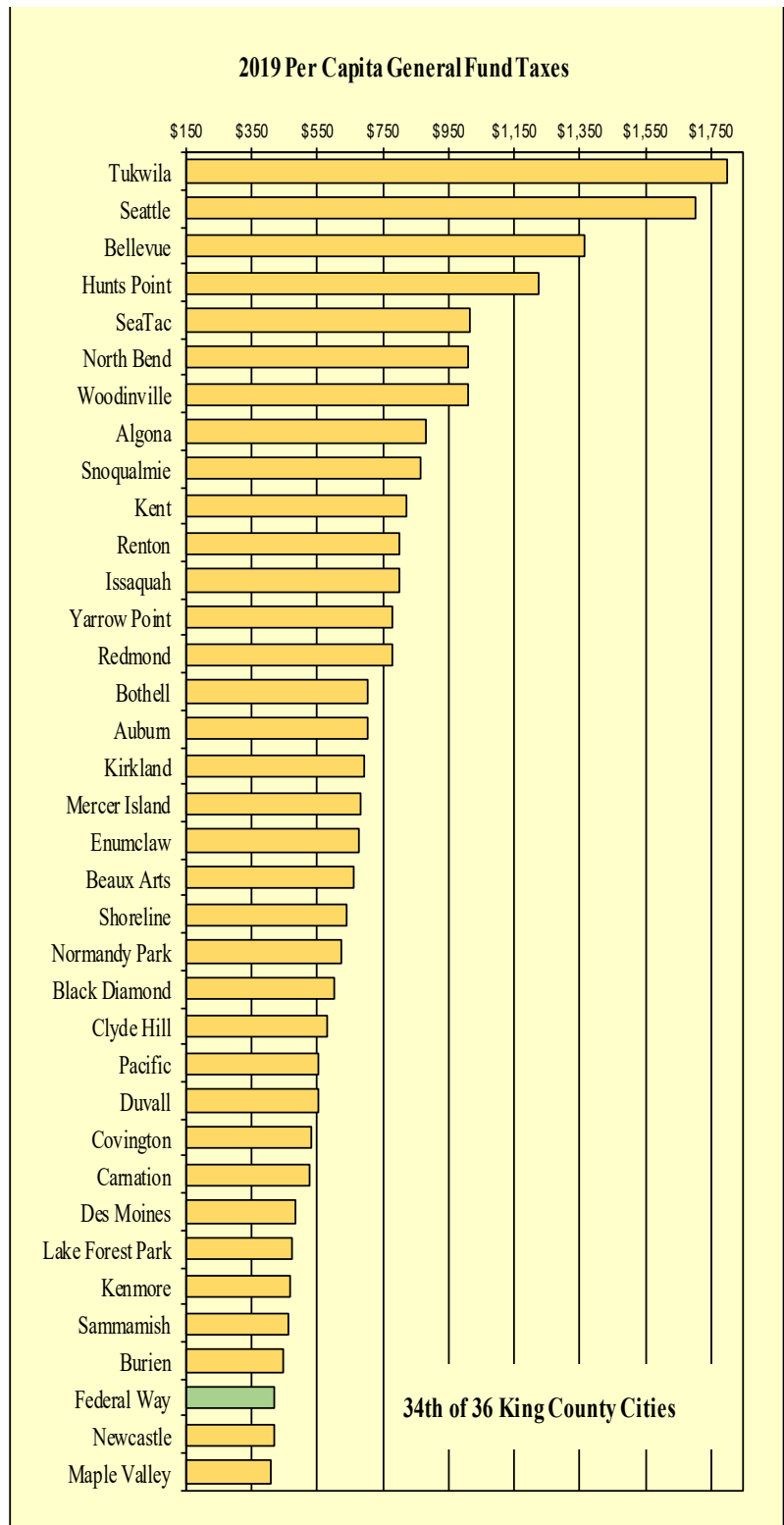
**TAXES, FEES AND PER CAPITA REVENUE COMPARISON
(For Selected Cities)**



Jurisdiction	Business License Registration	2019 Population	Admissions Tax	2019 Property Tax Regular Levy	2019 Per Capita Property Tax	Per Capita 2019 General Fund Tax
Auburn	\$50 - \$100	81,720	5.0%	\$1.92	\$270	\$702
Bellevue	\$95 + B&O	145,300	3.0%	0.92	408	1,364
Burien	\$75-\$150 + B&O	52,000	5.0%	1.09	154	444
Des Moines	\$75-\$750 + B&O	31,580	--	1.18	162	485
Federal Way	\$50 - \$9,500	97,840	5.0%	0.97	114	421
Kent	\$50-\$714 + B&O	129,800	5.0%	1.49	237	821
Kirkland	\$100+\$100/per FTE	88,940	5.0%	1.05	351	693
Redmond	\$109/per FTE	65,860	5.0%	1.14	406	776
Renton	\$150 + \$.0352 X hours worked in year or B&O	104,700	5.0%	1.12	207	801
SeaTac	\$50 - \$9,500	29,180	--	2.57	585	1,017
Tukwila	\$.034896 X hours worked in year	20,930	5.0%	2.82	881	1,800
Average		77,077		\$1.48	\$343	\$848

2019 PER CAPITA GENERAL FUND TAX REVENUES FOR KING COUNTY CITIES

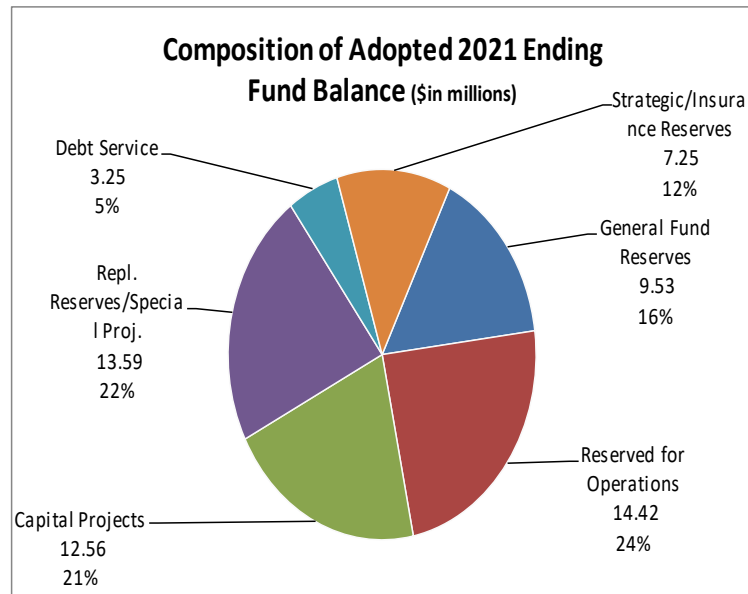
City	Population	Per Capita	Rank
Tukwila	20,930	1,800	1
Seattle	747,300	1,704	2
Bellevue	145,300	1,364	3
Hunts Point	420	1,223	4
SeaTac	29,180	1,017	5
North Bend	6,965	1,008	6
Woodinville	12,410	1,007	7
Algona	3,190	878	8
Snoqualmie	13,670	863	9
Kent	129,800	821	10
Renton	104,700	801	11
Issaquah	37,590	800	12
Yarrow Point	1,040	780	13
Redmond	65,860	776	14
Bothell	46,750	702	15
Auburn	81,720	702	16
Kirkland	88,940	693	17
Mercer Island	24,470	684	18
Enumclaw	12,200	676	19
Beaux Arts	300	658	20
Shoreline	56,370	640	21
Normandy Park	6,610	622	22
Black Diamond	4,525	602	23
Clyde Hill	3,055	582	24
Pacific	6,910	553	25
Duvall	7,840	550	26
Covington	20,280	532	27
Carnation	2,220	528	28
Des Moines	31,580	485	29
Lake Forest Park	13,250	474	30
Kenmore	23,320	468	31
Sammamish	64,410	461	32
Burien	52,000	444	33
Federal Way	97,840	421	34
Newcastle	12,450	419	35
Maple Valley	26,180	409	36
Average:	55,599	\$ 754	36



Source: Local Government Financial Reporting System data from the State Auditor's Office and Office of Financial Management.

Taxes include Property Tax, Sales Tax, Criminal Justice Sales Tax, Utility Tax reported in the General Fund, and excludes Fire/Library.

ENDING FUND BALANCE



Fund Balance	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	2021 Adopted vs Reserve Policy	
			Adopted	Adjusted	Projected				
General Fund Operating Cash Flow Reserve	\$ 11,144,459	\$ 11,093,337	\$ 9,000,227	\$ 9,021,927	\$ 9,713,168	\$ 9,525,443	\$ 9,000,001	\$ 9,000,000	\$ 1
Reserved for Operations									
Street Fund - Snow & Ice Removal	517,592	510,709	500,594	500,000	500,000	727,231	500,000	500,000	(0)
Utility Tax	1,600,471	1,569,984	1,500,000	1,506,932	1,506,932	1,552,593	1,622,493	1,500,000	122,493
Affordable & Supp House Sales & Use Tax	-	-	-	-	-	-	-	-	-
Solid Waste	154,581	194,472	17,731	166,146	166,146	176,632	187,119	-	187,119
Hotel / Motel Lodging Tax	1,177,880	1,329,006	1,140,846	1,335,006	1,335,006	1,335,006	1,335,006	200,000	1,135,006
Community Center	1,566,460	1,208,267	1,500,651	1,500,000	1,500,000	1,507,233	1,500,000	1,500,000	0
Traffic Safety	1,909,111	1,389,468	1,200,775	270,442	270,442	419,528	529,951	1,200,000	(670,049)
Real Estate Excise Tax	3,303,937	3,219,083	2,325,683	2,070,443	2,070,443	1,767,426	2,000,000	2,000,000	-
Utility Tax Proposition 1	1,002,101	1,144,643	1,000,001	1,027,013	1,027,013	1,000,000	1,000,000	1,000,000	0
Performing Arts & Event Center Operations	(447,382)	(110,546)	(0)	(0)	(0)	(0)	(0)	-	(0)
CDBG Grant	37,544	35,284	0	21,251	21,251	21,251	21,251	-	21,251
Paths & Trails	962,997	1,191,436	1,268,546	1,360,437	1,360,437	1,329,437	1,498,437	-	1,498,437
Information Technology	-	3,013	40,000	91,136	91,136	56,852	191,802	-	191,802
Jail	-	-	-	-	-	0	0	-	0
Dumas Bay Centre	1,585,695	1,601,056	1,705,557	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	0
Surface Water Management	2,373,543	3,009,977	1,046,732	2,592,114	2,592,114	3,031,274	1,846,020	690,000	1,156,020
Capital Projects/Reserves									-
Overlay	94,682	621,583	165,872	502,618	502,618	473,435	440,324	100,000	340,324
Capital Projects	7,796,488	11,368,585	5,294,963	11,426,561	11,426,561	10,579,157	7,974,592	-	7,974,592
Parks Reserve	1,265,796	1,080,794	1,263,635	1,130,793	1,130,793	1,135,793	1,125,000	1,125,000	0
Capital Project Reserve	360,520	367,936	355,610	367,936	367,936	367,936	367,936	-	367,936
Replacement Reserves									
Information Technology Equipment	3,753,608	3,718,972	3,603,302	3,640,480	3,640,480	3,694,008	3,707,088	-	3,707,088
Special Projects - Govt. Access Channel	686,209	748,927	120,729	341,927	341,927	341,927	341,927	-	341,927
Copier Equipment	199,068	217,369	150,783	205,164	205,164	214,219	165,159	-	165,159
Fleet & Equipment	7,628,193	7,808,824	9,417,920	7,515,027	7,515,027	7,232,067	7,612,809	-	7,612,809
Building & Furnishings	3,019,790	2,973,258	2,511,731	2,763,525	2,763,525	2,103,772	2,000,000	2,000,000	-
Debt Service									
Debt Service	2,956,848	3,933,731	1,539,985	3,322,342	3,322,342	3,254,417	2,730,578	2,500,000	230,578
Strategic/Insurance Reserves									
Self Insurance Reserve (Risk/Health/Unemp)	4,814,825	5,433,828	1,776,505	4,826,373	4,826,373	4,252,274	3,668,113	-	3,668,113
Strategic Reserve	2,656,969	3,573,800	872,979	3,599,800	3,599,800	3,000,000	3,000,000	3,000,000	-
Total Reserved Fund Balance	\$ 62,121,982	\$ 69,236,797	\$ 49,321,357	\$ 62,605,393	\$ 63,296,634	\$ 60,598,909	\$ 55,865,605	\$ 27,815,000	28,050,605
Total Ending Fund Balance	\$ 62,121,982	\$ 69,236,797	\$ 49,321,357	\$ 62,605,393	\$ 63,296,634	\$ 60,598,909	\$ 55,865,605	\$ 27,815,000	28,050,605

SUMMARY OF DEBT SERVICE OBLIGATIONS

Under RCW 39.36.020(2), the public may vote to approve bond issues for general government in an amount not to exceed 2.5% of the value of all taxable property within the City. Within the 2.5% limit, the City Council may approve bond issues not to exceed 1.5% of the City's assessed valuation. Prior to the passage of new legislation in 1994, the statutory limit on councilmanic (non-voted) debt for general government purposes was 0.75% of assessed valuation. Another 0.75% of councilmanic debt was available only for lease-purchase contracts (RCW 35.43.200). Now, these two components have been combined and can be used for any municipal purpose, including using the entire 1.5% for bonds. Therefore the City's remaining debt capacity without voter approval is \$150M and an additional \$120M can be accessed with voter approval. The voter approved capacity is generally referred to as unlimited tax general obligation debt, which requires 60% voter approval and the election must have a voter turnout of at least 40% of those who voted in the last State general election. With this vote, the voter approves additional property tax be levied above and beyond the constitutional and statutory caps on property tax.

In addition to these general purpose debt capacity, RCW 39.36.030(4) also allow voter to approve park facilities and utility bond issues, each limited to 2.5% of the City's assessed valuation. Therefore legally the City can issue up to a total of 7.5% of the City's assessed valuation in bonds for \$868 million. Table 1 shows the debt capacity for the City of Federal Way at December 31st 2019.

Table 1: COMPUTATION OF LIMITATION OF INDEBTEDNESS					
December 31, 2019					
DESCRIPTION	General Purposes		Excess Levy	Excess Levy	Total
	(Limited)	(Unlimited)	Open Space	Utility	Debt
	Councilmanic	Excess Levy	and Park	Purposes	Capacity
AV= \$ 11,972,409,244 (A)					
1.50%	\$ 179,586,139	\$ (179,586,139)			
2.50%		299,310,231	299,310,231	299,310,231	\$897,930,693
Add:					
Cash on hand for debt redemption (B)	3,698,800	-	-	-	3,698,800
Less:					
Bonds outstanding	(33,525,553)	-	-	-	(33,525,553)
REMAINING DEBT CAPACITY	\$ 149,759,386	\$ 119,724,092	\$ 299,310,231	\$ 299,310,231	\$868,103,940
Total Remaining GENERAL CAPACITY	\$ 269,483,478				
(A) Final 2019 Taxable Assessed Valuation					
(B) Reflects debt service fund balance as of 12/31/2019.					

Table 2 summarizes the City's general obligation debts outstanding at December 31st 2019. Real Estate Excise Tax and Utility Tax are the two primary sources to meet the City's general obligation debt services.

The City has the ability to service its debt, and the City does not issue new debt until an additional source of revenue is identified.

The South Correctional Entity (SCORE) consolidated correctional facility was established February 25, 2009, when an Interlocal Agreement (the "Original Interlocal Agreement") was entered into by seven participating municipal governments, the "Member Cities" of Auburn, Burien, Des Moines, Federal Way, Renton, SeaTac and Tukwila, under the authority of the "Interlocal Cooperation Act" (RCW 39.34).

Financing for the acquisition, construction, equipping, and improvement of the SCORE Facility will be provided by bonds issued by the South Correctional Entity Facility Public Development Authority (the "SCORE PDA"), a public development authority chartered by the City of Renton pursuant to RCW 35.21.730 through 35.21.755 and secured by the full faith and credit of the Cities of Auburn, Burien, Federal Way, Renton, SeaTac, and Tukwila (the "Owner Cities"). The total bond in 2009 was \$86.325 million the City of Federal Way's portion at that time was \$15.522 million.

CITY OF FEDERAL WAY 2021/2022 BUDGET

The City Council decided to withdraw from the SCORE interlocal agreement on September 4th, 2018 effective on the year following the date of notice. At the April 16, 2019 council meeting the City Council decided to bond the City portion of the SCORE debt separately from the SCORE entity. On December 11, 2019, the City issued a \$10,945,000 of general obligation bond and used the proceeds to pay off the outstanding 2009 SCORE bond of \$12,891,600.

In February 2017 Moody's Investors Service upgraded from Aa3 to Aa2 rating for the City's 2013 Limited Tax General Obligation Refunding Bonds. Moody's Aa2 rating of the City's General Obligation Bonds signifies to the bondholders that issuer's capacity to meet its debt service requirement on the debt is very good and the bondholder will be assuming very low credit risk.

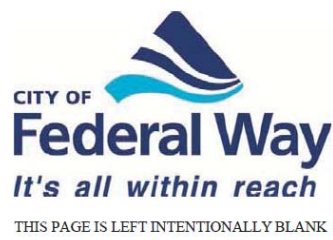
Table 2: SUMMARY OF OUTSTANDING LOANS/BONDS									
Description	Purpose	Date of Issue	Final Maturity	Interest Rates (%)	Amount Issued	Bond Rating @ issuance	12/31/20 Balance	Principal Payment	
								2021	2022
G.O. Bonds Refund	Community Center 2013	12/01/13	12/1/2033	2.67	12,415,000	Aa3	8,850,000	8,850,000	-
G.O. BAN	Target 2017	11/17/17	11/27/2037	2.17	6,000,000	na	5,416,372	5,416,372	-
G.O. Bonds	SCORE	12/11/19	12/1/2038	2.75-5.00	10,945,000	A1/AA	10,565,000	390,000	410,000
G.O. Bonds	PAEC	12/11/19	12/1/2029	1.95-2.65	4,840,000	Aa2	4,410,000	450,000	460,000
G.O. Bonds	New 2021 Bond (Est.)	01/01/21	na	na	14,266,372	na	-	949,716	974,716
HUD Loan	Section 108 HUD Loan	03/28/19	8/1/2035	2.54-3.49	2,712,000	na	2,394,000	159,000	159,000
					\$ 51,178,372		\$ 31,635,372	\$ 16,215,088	\$ 2,003,716

*The New 2021 bond of \$14,266,372 is due to refunding of Community Center 2013 bond of \$8,850,000 and Target 2017 bond of \$5,416,372.

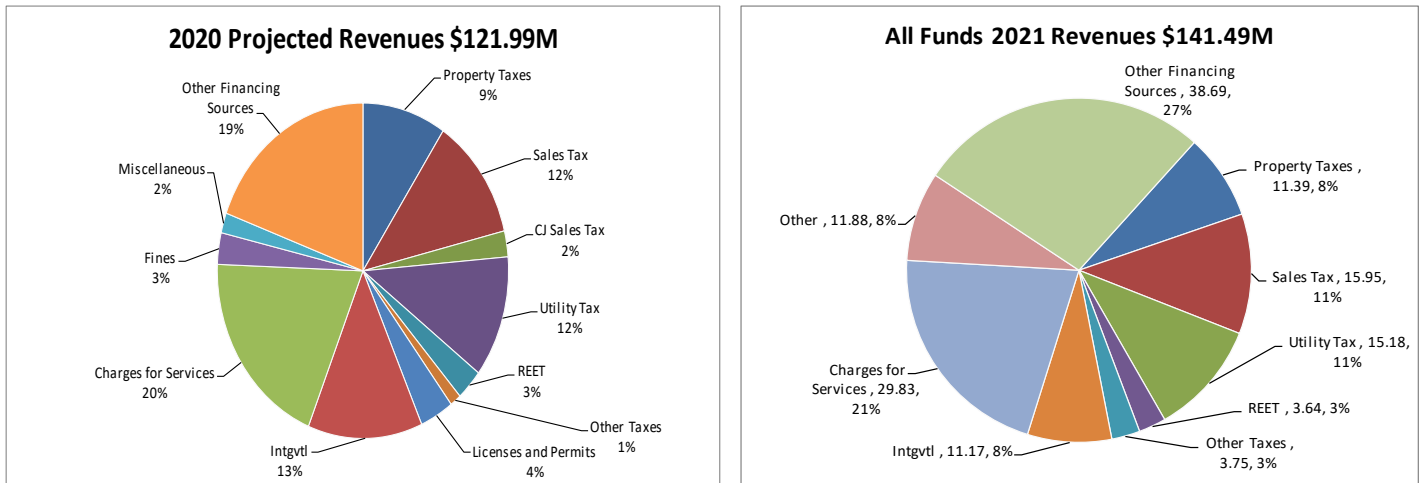
Public Works Trust Fund Loan: The PWTF is a revolving loan account managed by the State to provide below market rate financing for health and safety related public works improvement projects through a competitive application process. These loans are the obligation of the Surface Water Utility and backed by the rates collected from users thus not considered as the City's general obligation debts nor are they subject to the limitation of indebtedness calculation. Table 3 shows debt service to maturity for all obligations by type of obligation, including the Public Works Trust Fund Loans. This was paid off in 2019.

Table 3: PROJECTED DEBT SERVICE REQUIREMENTS TO MATURITY						
Year	G. O. Bonds		Public Works Trust Fund		Total	
	Principal	Interest	Principal	Interest	Principal	Interest
2020	1,890,181	1,058,965	-	-	1,890,181	1,058,965
2021	16,215,088	1,019,543	-	-	16,215,088	1,019,543
2022	2,003,716	952,173	-	-	2,003,716	952,173
2023	1,654,000	792,368	-	-	1,654,000	792,368
2024	1,704,000	742,458	-	-	1,704,000	742,458
2025	1,754,000	690,541	-	-	1,754,000	690,541
2026	1,804,000	635,542	-	-	1,804,000	635,542
2027	1,860,000	577,995	-	-	1,860,000	577,995
2028	1,920,000	514,653	-	-	1,920,000	514,653
2029	1,980,000	448,377	-	-	1,980,000	448,377
2030	1,500,000	379,154	-	-	1,500,000	379,154
2031	1,550,000	327,828	-	-	1,550,000	327,828
2032	1,595,000	273,902	-	-	1,595,000	273,902
2033	1,655,000	217,526	-	-	1,655,000	217,526
2034	855,000	158,497	-	-	855,000	158,497
2035	880,000	125,201	-	-	880,000	125,201
2036	755,000	83,625	-	-	755,000	83,625
2037	790,000	45,875	-	-	790,000	45,875
2038	810,000	23,250	-	-	810,000	23,250
Total	\$ 43,174,985	\$ 9,067,471	\$ -	\$ -	\$ 43,174,985	\$ 9,067,471

2021/2022 Bonded Items	Fund	Department	2021 Amount	2022 Amount
Disaster Recover Backup Data Storage	502 IT Fund	Information Technology	\$ 150,000	\$ -
IT Security Contracted Services & Managed Detection & Rspnse	502 IT Fund	Information Technology	\$ 25,000	\$ 25,000
Steel Lake Maintenance Facility	101 Street Fund	Public Works	\$ 143,200	\$ -
Joint Operations and Maintenance Facility	306 Transp. CIP Fund	Public Works	\$ 250,000	\$ 250,000
Water Heater Array	111 FWCC Fund	Parks	\$ 32,693	\$ -
HVAC mini-split units and windows in Heron, Osprey, & Eagleview Rooms	402 DBC Fund	Parks	\$ 19,900	\$ 69,900
		Total	\$ 620,793	\$ 344,900



LONG RANGE FINANCIAL PLAN



The City's fiscal policy requires the City to prepare long range projections (LRP) for six years beyond current budget period. The projection extends current operations to the future to see if the services are sustainable and the magnitude of, if any, future financing gaps. This glimpse into the future allows the City to proactively plan and implement corrective measures over time to avoid sudden drastic changes in service levels or in revenue/tax policies. In addition, the City's fiscal policy requires the city to balance its on-going services with on-going revenues. The City utilizes a five-year trend to project for future sources/uses; however the City also takes into consideration the current economic climate to adjust these trends accordingly.

The following sections will provide an overview of the government-operating environment, highlights of significant changes in the 2021/22 budget conditions, and the assumptions used in developing this budget and future projections.

OVERVIEW OF GENERAL ECONOMY

According to Washington Economic and Revenue Forecast Council's Economic Update of August 17th, 2020, economic data general continued to improve, but most indicators remain below their year-ago values. However, U.S. employment is still 12.9 million jobs below its pre-pandemic level in February. Second quarter GDP declined sharply (-32.9% at an annual rate), although not quite as severely as expected in the June forecast (-35.8% at an annual rate). Consumer confidence also fell in July. Even though things are getting better, we are still far below where we were this same time last year.

The food index increased 1.8 percent in 2019, a slightly larger increase than the 2018 rise of 1.6 percent. The index for food at home rose 0.7 percent in 2019, continuing a trend of modest increases; it rose 0.6 percent in 2018 and 0.9 percent in 2017. Five of the six major grocery store food group indexes increased in 2019. The index for dairy and related products rose 2.4 percent after falling 0.1 percent in 2018. Similarly, the index for meats, poultry, fish, and eggs rose 2.3 percent in 2019 after falling in 2018. The index for nonalcoholic beverages increased 1.0 percent in 2019 after a 1.4 percent increase in 2018. The indexes for cereals and bakery products and for other food at home both rose 0.3 percent in 2019. The index for fruits and vegetables declined in 2019, falling 1.3 percent after rising in 2018 and 2017. The indexes for fresh fruits and for fresh vegetables both declined over the year. The index for food away from home rose 3.1 percent in 2019. This was larger than the 2.8 percent increase in 2018 and the largest December-to-December rise since 2008.

The energy index rose 3.4 percent in 2019 after falling slightly in 2018. The gasoline index rose 7.9 percent over the year after falling 2.1 percent in 2018. The index for fuel oil rose 4.6 percent in 2019. These increases more than offset declines in the other major energy component indexes. The index for natural gas fell 3.5 percent in 2019 after

rising in each of the prior 3 years. The electricity index declined 0.4 percent under the prior year, its first decline since 2015. The medical care index rose 4.6 percent in 2019, well above its 2.0 percent rise in 2018 and the largest December-to-December advance since 2007. The index for prescription drugs rose 3.0 percent after falling 0.6 percent in 2018.

The Seattle-Tacoma-Bellevue, WA's CPI for Urban Wage Earners and Clerical Workers (CPI-W) increased 2.8% in December 2019 compared to increase of 2.7% in 2018. The national CPI-W increased 2.6% for 2019. The Seattle-Tacoma-Bellevue, WA annual unemployment rate for 2019 was 3.6% compared to 3.9% in 2018. The last time Seattle-Tacoma-Bellevue annual unemployment rate was below 4.0% was 2007 which was at 3.7% just before the "mortgage market" crash in 2008.

On March 9, 2020 Mayor Ferrell issued a Proclamation of Emergency in order to prevent the spread of coronavirus disease (COVID-19). Then, on March 23, 2020, Governor Jay Inslee issued a statewide two week stay at home order and closed all businesses except essential services. On April 3, 2020 the stay at home order was extended through May 4th.

This coronavirus shock could be more severe than the Great Financial Crisis of 2007-08, as it will hit households, businesses, financial institutions, and markets all at the same time locally, nationally and globally. In this historical widespread pandemic, the city is carefully considering all the options to adjust its budget as sales tax revenue and economic activity decline.

Staff will closely monitor and assess economic impacts experienced at the federal, state and local level to anticipate any negative impact on critical City resources.

Out of the City's \$54.6M General & Street Fund 2021 operating budget, taxes accounts for 56% of the revenues. Net overall tax revenues have increased up over the last several years, due to new utility tax on water and sewer, and solid waste & recycling.

Considering all these factors, we approach 2021/22 revenue projection with caution. The City is proceeding with caution, so that it is not overly susceptible to any local economy slump. Assumptions and factors impacting major city revenues are discussed below. Staff will closely monitor and assess economic impacts experienced around our state and within our local economy to anticipate any negative impact on critical city revenues.

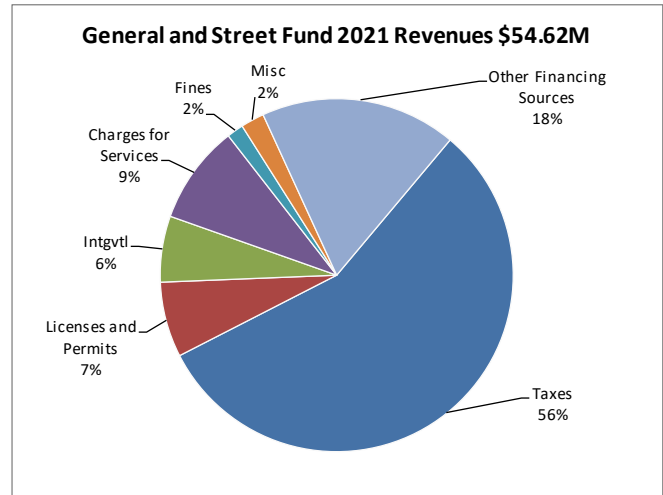
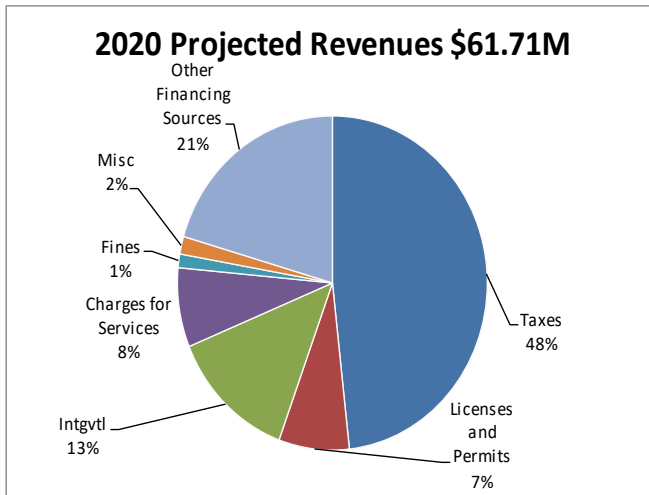
OVERALL OPERATING REVENUES/EXPENDITURES

Operating revenues and expenditures projection is an integral part of planning the City's future financial strategy. Revenues are projected conservatively using a five year trend and adjusted accordingly for current economic condition, recent activity and anticipated activity. The City's three major tax revenues are projected to increase minimally and in some cases decrease as compared to the 2020 projected amount: property tax is projected to increase by 1% in 2021 and primarily stay static in 2022; sales tax activity is projected to increase by 10.3% back to 2020 adopted levels in 2021 and increase again in 2022/23 due to Sound Transit construction; utility tax is projected to increase by 6.2% in 2021 due to new water/sewer utility tax and 10% increase in solid waste utility tax and stay static in 2022. Expenditures projections are based on prior year spending with adjustments for projected items such as increase/decrease in contract costs and salary/benefits.

Overall City operating revenues, including other financing sources and intergovernmental grants, are projected at \$141.49M for 2021 and \$116.60M for 2022.

Overall operating expenditures, including normal debt services and capital, but excluding other financing uses or transfers total of \$120.0M and \$100.7M for 2021 and 2022, respectively. Compared to 2021, this is a \$15.1M increase from 2020 projected estimate. The net increase is mainly due to the payoff of Federal Way Community Center and Target Property bonds due to refunding of these bonds in 2021.

GENERAL AND STREET FUND OPERATIONS



Of all the funds, the General and Street Funds are the two funds accounting for general city services that are primarily supported by taxes. Taxes are by far the most significant source, accounts for 56% of the General & Street Fund operating revenues. The major revenue sources that account for taxes are Property Tax, Sales Tax, and Criminal Justice Sales Tax. Economic development continues to be a priority of the City, and therefore we have seen a modest increase in some our projected taxes from 2020 to 2021.

TAXES

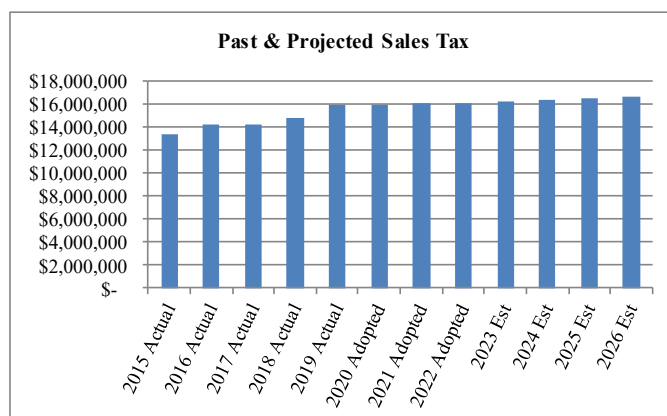
Tax revenues provide approximately 56% of the City's General/Street Fund operating revenues. They include Sales Tax at 29%, Property Tax at 21%, Criminal Justice Sales Tax at 5%, and other Taxes of 1%.

SALES TAX (RCW 82.14)

The City of Federal Way has a local sales and use tax rate of up to 1% to fund general government programs. Of this total 15% is provided to King County per state law. Currently the City imposes both the basic 0.5% and the optional 0.5% sales and use tax. This tax is imposed on personal and business purchases of tangible property. The retail sales tax is also assessed on some services such as repairs and construction. Revenues are accounted for in the General Fund.

Sales tax is the largest single revenue source for the City of Federal Way representing 27% of General Fund revenue and Street Fund Revenue. It is anticipated to generate \$15.8M in 2020 and is projected to grow 0.6% in 2021 and remain static in 2022, then grow 1.0% per year in 2023 to 2026, due to Sound Transit construction increase.

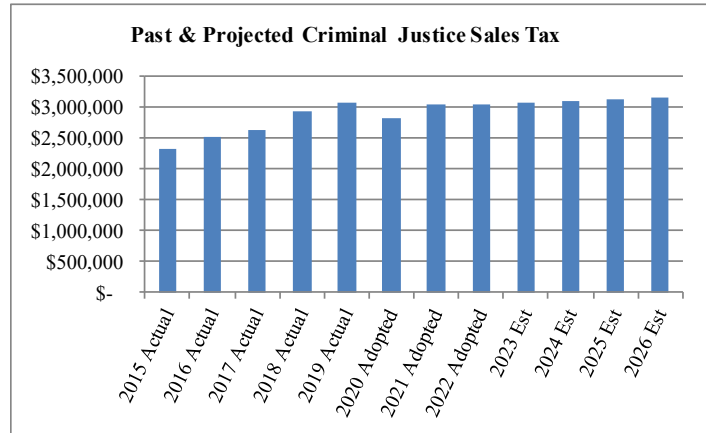
Year	Sales Tax	Chg Over Prior Year	
		\$	%
2015 Actual	\$ 13,297,086	\$ 1,123,798	9.2%
2016 Actual	\$ 14,222,497	\$ 925,411	7.0%
2017 Actual	\$ 14,199,460	\$ (23,037)	-0.2%
2018 Actual	\$ 14,731,810	\$ 532,350	3.7%
2019 Actual	\$ 15,908,863	\$ 1,177,054	8.0%
2020 Adopted	\$ 15,849,755	\$ (59,108)	-0.4%
2021 Adopted	\$ 15,949,755	\$ 100,000	0.6%
2022 Adopted	\$ 15,949,755	\$ -	0.0%
2023 Est	\$ 16,109,253	\$ 159,498	1.0%
2024 Est	\$ 16,270,345	\$ 161,093	1.0%
2025 Est	\$ 16,433,049	\$ 162,703	1.0%
2026 Est	\$ 16,597,379	\$ 164,330	1.0%



Criminal Justice Sales Tax (RCW 82.14.340)

Criminal Justice Sales Tax is a local option sales tax of 0.10 percent that is collected in addition to retail sales tax and use taxes by the Department of Revenue. Ten percent of the money is distributed to the county in which the tax was collected. The remainder of the moneys (ninety percent) is then distributed to the county (for unincorporated areas) and cities within the county based on population as last determined by the Office of Financial Management. Because it employs a more diverse tax base and different distribution formula than regular sales taxes, this source is projected to stay the same from 2021 to 2022 by, and increase 1.0% per year in 2023 to 2026.

Year	Criminal Justice Sales Tax	Chg Over Prior Year	
		\$	%
2015 Actual	\$ 2,319,124	\$ 180,718	8.5%
2016 Actual	\$ 2,499,527	\$ 180,403	7.8%
2017 Actual	\$ 2,616,306	\$ 116,779	4.7%
2018 Actual	\$ 2,927,406	\$ 311,100	11.9%
2019 Actual	\$ 3,056,010	\$ 128,604	4.4%
2020 Adopted	\$ 2,818,399	\$ (237,611)	-7.8%
2021 Adopted	\$ 3,027,361	\$ 208,962	7.4%
2022 Adopted	\$ 3,027,361	\$ -	0.0%
2023 Est	\$ 3,057,635	\$ 30,274	1.0%
2024 Est	\$ 3,088,211	\$ 30,576	1.0%
2025 Est	\$ 3,119,093	\$ 30,882	1.0%
2026 Est	\$ 3,150,284	\$ 31,191	1.0%

**Legislative History:**

The authority for cities and counties to collect sales tax initially granted in 1970 at 0.5%, applicable to all retail sales of tangible properties. This statute further provides that counties, in addition to collecting 0.5% sales tax from the unincorporated areas, receive 15% of the taxes collected from incorporated areas within a county. An additional 0.5% of local option sales tax was added in 1982, of which counties can receive 15% of this additional sales tax collected in each city, if it has imposed this optional tax in the unincorporated areas (which King County does). Therefore, the maximum effective city rate in King County is 0.85%, less an administrative fee that the Department of Revenue keeps to defray the cost of administering the sales tax program.

During the 1995, 1996, and 1997 legislative sessions, the legislature passed bills that created new sales tax exemptions. In 1995, machinery and equipment used by a manufacturer or a processor directly in a manufacturing operation were made exempt from the sales tax. The labor and services used to install the equipment was also made exempt. The exemptions were extended in 1996 to charges for maintaining and repairing the machinery and equipment and replacing equipment. Equipment used in research and development, not just in manufacturing operations, was included. Legislation in 1997 provided a rebate of the state portion of the sales tax for large warehouses and grain elevators, but the cities' share of the tax was not affected.

In 1995, the State Legislature granted King County the authority to impose an additional 0.5 percent sales tax (effective 1/1/96) on food and beverages sold by restaurants, taverns, and bars (bringing the current total sales tax rate for these establishments to 9.5 percent). This additional tax revenue is distributed to a Baseball Stadium Fund to pay the debt service on a professional baseball stadium. This tax expired on October 1, 2011.

In November 2000, King County voters approved a 0.2 percent increase in the general sales tax rate to partially restore transit funding lost when the motor vehicle excise tax was repealed by the passage of Initiative 695 (and then by the state legislature).

As of July 1, 2003, an additional 0.3 percent sales tax was imposed by the state legislature on vehicle sales and leases to fund transportation improvements.

Effective April 1, 2007 sales and use tax within all of King County increased one-tenth of one percent (.001) to be used for transportation purposes.

Effective April 1, 2008 sales and use tax within all of King County increased one-tenth of one percent (.001) to be used for chemical dependency or mental health treatment services.

Effective April 1, 2009, sales and use tax within all of King County increased half of one percent (0.50) to a total of nine-tenths of one percent (.009) for Regional Transit Authority (RTA) tax.

Effective November 1, 2016 the RTA portion of the sales and use tax paid on purchases made within Federal Way increased from 0.9% to 1.4%, or 14 cents on a \$10.00 purchase.

Currently, most retail activities in the City are subject to a 10.0% sales tax.

For every \$1.00 collected for sales tax, the City receives less than 9% or nine cents.



Agency	Tax Rate
State	6.50%
Sound Transit	1.40%
King County Metro Transit	0.90%
City of Federal Way	0.85%
King County Sales tax	0.15%
King County Mental Health	0.10%
Criminal Justice Sales Tax	0.10%
Total Sales Tax Rate	10.00%

PROPERTY TAX (RCW 84.52)

Property tax is the third largest revenue source starting in 2020 for Federal Way and is deposited into the General Fund for general governmental operations. The City's property tax levy amount is subject to a number of limitations in the state statute:

1. The \$1.60 Levy Cap:

The state constitution establishes the maximum regular property tax levy for all taxing districts combined at 1%, or \$10 per \$1000 market value of the property. This cap is further divided by the RCW to the various taxing districts, with the maximum regular property tax levy for most cities at \$3.375 per thousand dollars assessed valuation (AV). Cities with the Firemen's Pension Fund can levy an additional \$0.225 per thousand dollars AV, resulting in a maximum levy of \$3.60 per thousand dollars AV.

For cities that have their own fire department and/or library, unlike Federal Way, the combined total levies for the City and special districts cannot exceed \$3.60 per thousand dollars AV. The amount the City could levy is reduced by what the library district and the fire district are levying. The library and fire districts each have a maximum allowed rate of \$0.50 and \$1.50 respectively. If both levy the maximum amount, the City can only levy up to \$1.60. If one or both of the special districts are not levying the maximum amount, the City's portion could exceed \$1.60, but must reduce its levy by the same amount if the library or fire district raises its levy in the future; so that the combined total is never above \$3.60. Currently, the Fire District 39 and the Library District are both levying at their maximum amount; therefore the City's maximum levy rate is \$1.60.

This levy cap can be exceeded (excess levy) with voter approval. Depending on its purpose, if the levy were to be used for operational and maintenance purposes (O & M levy), the voters' approval is only good for a year. If the additional levy is for capital purposes, the approval does not have to have a time limit; however, one is normally given based on the expected life of the bonds.

2. The 106 percent lid and other limits in property tax growth rates:

Before 1997, a taxing district could increase the property tax levy amount annually by 6% (for a total of 106% of the amount levied in the previous year), up to the applicable levy cap. This growth rate limit was established in 1973 as the legislature responded to people's concerns that property taxes were rising too fast with the real estate boom.

Initiative 747 (approved by voters in 2001) further lowered the limit to the lesser of 1% or inflation. Property tax growth resulted from new construction; changes in value of state-assessed utility property, and newly annexed property (collectively referred to as new construction") are exempted from the lid/limit factor and may be added to the tax levy. The growth limit can be "lifted" by voters. A "lid lift" vote requires a simple majority voter approval, and the amount is added to the levy base for future years.

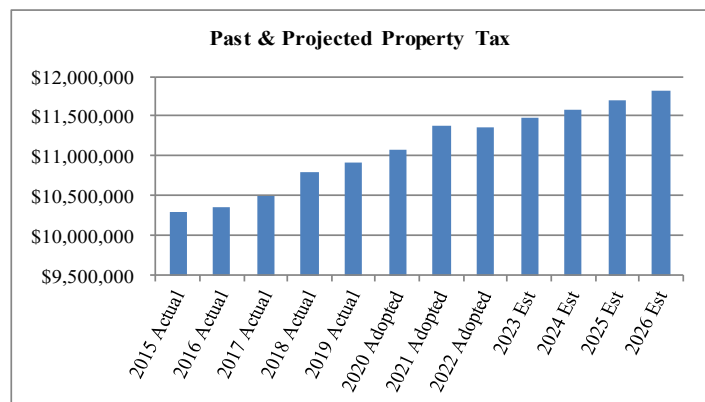
Most properties in Federal Way are taxed at \$11.6598 per \$1,000 AV in 2020, of which the City receives approximately 8.04% or \$0.9374 per \$1,000 AV.



Therefore, for each \$1.00 in property tax paid, only 8.04¢ is available for City services. The remaining goes to the Federal Way School District (31.38¢), King County (10.63¢), the State (25.97¢), the library, port, ferry, and flood control districts (4.90¢ combined), Sound Transit (1.71¢), and local Fire Department/Emergency Medical Services (17.37¢).

The following tables show the City's past and projected property tax. New construction is also added to the 1% levy limit, which fluctuates between 0.3% and 1.5%. Another factor affecting the actual property tax collection is delinquent taxes. Future property tax is projected conservatively at 1.0%.

Year	Property Tax	Chg Over Prior Year	
		\$	%
2015 Actual	\$ 10,305,144	\$ 71,728	0.7%
2016 Actual	\$ 10,358,895	\$ 53,751	0.5%
2017 Actual	\$ 10,507,571	\$ 148,675	1.4%
2018 Actual	\$ 10,799,658	\$ 292,088	2.8%
2019 Actual	\$ 10,917,428	\$ 117,770	1.1%
2020 Adopted	\$ 11,077,213	\$ 159,785	1.5%
2021 Adopted	\$ 11,385,965	\$ 308,752	2.8%
2022 Adopted	\$ 11,357,280	\$ (28,685)	-0.3%
2023 Est	\$ 11,470,853	\$ 113,573	1.0%
2024 Est	\$ 11,585,561	\$ 114,709	1.0%
2025 Est	\$ 11,701,417	\$ 115,856	1.0%
2026 Est	\$ 11,818,431	\$ 117,014	1.0%

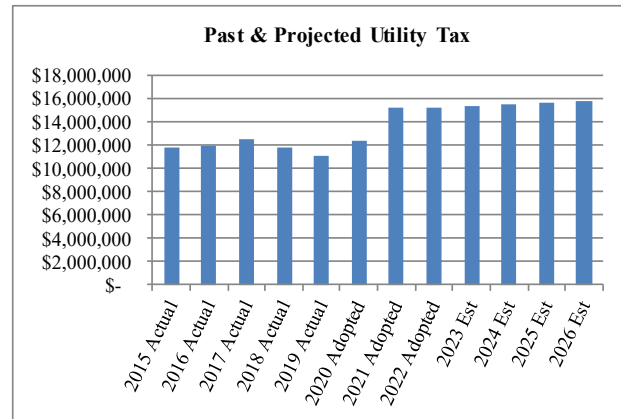


UTILITY TAXES

Cities and towns in Washington State are authorized to levy a business and occupation tax (RCW 35.22.280(32)) on public utility businesses based on revenues they generate within the city or town, known as a utility tax. The rate of taxes for electric, phone, and natural gas utilities are limited to 6% (RCW 35.21.870) without voter approval. No limitation on tax rates on other public utilities.

The City first instituted a 1.37% utility tax on telephone, electric, natural gas, cable, surface water, and solid waste utilities in 1995; raising it to 5% in 1996, 6% in 2003, and 7.75% in 2007. In 2018 the city imposed the same 7.75% tax on water and sewer utilities, and in 2019 the solid waste rate changed from 7.75% to 17.75%. The additional 10% collected will be used to maintain, repair, and preserve residential streets.

Year	Utility Tax	Chg Over Prior Year	
		\$	%
2015 Actual	\$ 11,796,549	\$ (226,830)	-1.9%
2016 Actual	\$ 11,902,865	\$ 106,316	0.9%
2017 Actual	\$ 12,425,975	\$ 523,110	4.4%
2018 Actual	\$ 11,719,589	\$ (706,386)	-5.7%
2019 Actual	\$ 11,102,083	\$ (617,506)	-5.3%
2020 Adopted	\$ 12,352,891	\$ 1,250,808	11.3%
2021 Adopted	\$ 15,177,606	\$ 2,824,715	22.9%
2022 Adopted	\$ 15,177,606	\$ -	0.0%
2023 Est	\$ 15,329,382	\$ 151,776	1.0%
2024 Est	\$ 15,482,676	\$ 153,294	1.0%
2025 Est	\$ 15,637,503	\$ 154,827	1.0%
2026 Est	\$ 15,793,878	\$ 156,375	1.0%



The 1% utility tax increase in 2003 is for funding Federal Way Community Center Debt Service, Operations and Capital Reserves. The 1.75% increase in 2007 was approved by Federal way voters at the November 2006 general election to fund a Police and Community Safety Improvement initiative consisting of 25.5 FTEs police, prosecution, court, code enforcement, parks maintenance, and related support functions.

Starting in 2020, utility tax will move into second place from third place due to new utility tax on Water and Sewer, and Solid Waste and Recycling.

CITY OF FEDERAL WAY 2021/2022 BUDGET

Utility tax is a general purpose revenue source receipted into the special revenue Utility Tax Fund and transferred into the appropriate capital project, debt service, and/or operating funds as designated. Allocation of the total 7.75% utility tax rate is as follows:

6.00% Total Non-Voter Approved

1.75% Voter-Approved Proposition 1 for Police and Comm Safety Impr Progr.

7.75% Total Utility Tax Rate

The table below shows utility tax collections by type for the last two biennium and the 2021/22 adopted budget.

Year/Type	Electricity	Gas	Water Sewer	Solid Waste	Cable	Phone	Pager	Cellular	Storm Drainage
2015	4,599,364	1,487,743	-	916,726	1,658,023	891,543	682	1,941,783	300,686
% of Total Utax	39%	13%	n/a	8%	14%	8%	0%	16%	3%
Prior Yr Chg - \$	\$ 93,958	\$ (120,038)	\$ -	\$ 33,715	\$ 80,389	\$ (1,983)	\$ (153)	\$ (341,198)	\$ 28,481
Prior Yr Chg - %	2.1%	-7.5%	n/a	3.8%	5.1%	-0.2%	-18.3%	-14.9%	10.5%
2016	4,885,249	1,388,414	-	938,745	1,720,335	870,621	380	1,794,419	304,704
% of Total Utax	41%	12%	n/a	8%	14%	7%	0%	15%	3%
Prior Yr Chg - \$	\$ 285,885	\$ (99,329)	\$ -	\$ 22,019	\$ 62,312	\$ (20,922)	\$ (302)	\$ (147,364)	\$ 4,018
Prior Yr Chg - %	6.2%	-6.7%	n/a	2.4%	3.8%	-2.3%	-44.3%	-7.6%	1.3%
2017	5,259,965	1,666,440	-	1,010,817	1,788,266	813,934	231	1,575,420	310,904
% of Total Utax	42%	13%	n/a	8%	14%	7%	0%	13%	3%
Prior Yr Chg - \$	\$ 374,716	\$ 278,026	\$ -	\$ 72,072	\$ 67,931	\$ (56,687)	\$ (149)	\$ (218,999)	\$ 6,200
Prior Yr Chg - %	7.7%	20.0%	n/a	7.7%	3.9%	-6.5%	-39.2%	-12.2%	2.0%
2018	5,050,236	1,438,997	-	1,083,951	1,764,278	741,811	111	1,295,778	344,428
% of Total Utax	43%	12%	n/a	9%	15%	6%	0%	11%	3%
Prior Yr Chg - \$	\$ (209,729)	\$ (227,443)	\$ -	\$ 73,134	\$ (23,988)	\$ (72,123)	\$ (120)	\$ (279,642)	\$ 33,524
Prior Yr Chg - %	-4.0%	-13.6%	n/a	7.2%	-1.3%	-8.9%	-51.9%	-17.8%	10.8%
2019	4,842,990	1,425,124	-	1,177,080	1,716,154	703,938	85	920,666	316,044
% of Total Utax	44%	13%	n/a	11%	15%	6%	0%	8%	3%
Prior Yr Chg - \$	\$ (207,246)	\$ (13,873)	\$ -	\$ 93,129	\$ (48,124)	\$ (37,873)	\$ (26)	\$ (375,112)	\$ (28,384)
Prior Yr Chg - %	-4.1%	-1.0%	n/a	8.6%	-2.7%	-5.1%	-23.4%	-28.9%	-8.2%
2020 Adopted	5,201,383	1,661,875	-	1,003,620	1,796,823	811,114	-	1,574,366	303,710
% of Total Utax	42%	13%	n/a	8%	15%	7%	0%	13%	2%
Prior Yr Chg - \$	\$ 602,019	\$ 174,132	\$ -	\$ 86,894	\$ 138,800	\$ (80,429)	\$ (682)	\$ (367,417)	\$ 3,024
Prior Yr Chg - %	13.1%	11.7%	n/a	9.5%	8.4%	-9.0%	-100.0%	-18.9%	1.0%
2021 Adopted	\$ 5,020,383	\$ 1,531,875	\$ 1,848,580	\$ 2,576,620	\$ 1,831,823	\$ 811,114	\$ -	\$ 1,253,501	\$ 303,710
% of Total Utax	33%	10%	n/a	17%	12%	5%	0%	8%	2%
Prior Yr Chg - \$	\$ (181,000)	\$ (130,000)	\$ 1,848,580	\$ 1,573,000	\$ 35,000	\$ -	\$ -	\$ (320,865)	\$ -
Prior Yr Chg - %	-3.5%	-7.8%	n/a	156.7%	1.9%	0.0%	n/a	-20.4%	0.0%
2022 Adopted	\$ 5,020,383	\$ 1,531,875	\$ 1,848,580	\$ 2,576,620	\$ 1,831,823	\$ 811,114	\$ -	\$ 1,253,501	\$ 303,710
% of Total Utax	33%	10%	n/a	17%	12%	5%	0%	8%	2%
Prior Yr Chg - \$	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Prior Yr Chg - %	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	n/a	0.0%	0.0%

* Solid Waste utility tax is 17.75%.

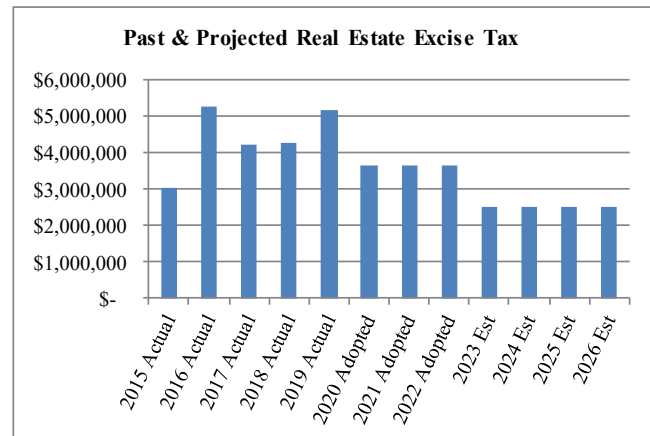
The adopted budget reflects increase in 2021 budget of 22.9% over 2020, and 1% increase each year between 2023-2026.

Utility tax rate for Solid Waste & Recycling services will increase to 17.75% in October 2020 from 7.75%. The increase will be used to fund Overlay. The extra 10% over the regular 7.75% will be deposited into a fund for road maintenance.

REAL ESTATE EXCISE TAX (REET)

The State of Washington is authorized to levy a real estate excise tax on all sales of real estate (measured by the full selling price, including the amount of any liens, mortgages and other debts given to secure the purchase) at a rate of 1.28 percent. A locally-imposed tax is also authorized. All cities and counties may levy a quarter percent tax (described as "the first quarter percent of the real estate excise tax" or "REET 1"). Cities and counties planning under the Growth Management Act (GMA) have the authority to levy a second quarter percent tax (REET 2). The statute further specifies that if a county is required to plan under GMA or if a city is located in such a county, the tax may be levied by a vote of the legislative body. If, however, the county chooses to plan under GMA, the tax must be approved by a majority of the voters.

Year	REET	Chg Over Prior Year	
		\$	%
2015 Actual	\$ 3,031,159	\$ 968,437	46.9%
2016 Actual	\$ 5,265,138	\$ 2,233,979	73.7%
2017 Actual	\$ 4,226,335	\$ (1,038,803)	-19.7%
2018 Actual	\$ 4,240,825	\$ 14,490	0.3%
2019 Actual	\$ 5,171,643	\$ 930,818	21.9%
2020 Adopted	\$ 3,640,000	\$ (1,531,643)	-29.6%
2021 Adopted	\$ 3,640,000	\$ -	0.0%
2022 Adopted	\$ 3,640,000	\$ -	0.0%
2023 Est	\$ 2,500,000	\$ (1,140,000)	-31.3%
2024 Est	\$ 2,500,000	\$ -	0.0%
2025 Est	\$ 2,500,000	\$ -	0.0%
2026 Est	\$ 2,500,000	\$ -	0.0%

**REET 1 [RCW 82.46.010](#):**

Initially authorized in 1982, cities and counties can use the receipts of REET 1 for all capital purposes. An amendment in 1992 states that cities and counties with a population of 5,000 or more planning under the GMA must spend REET 1 receipts solely on capital projects that are listed in the capital facilities plan element of their comprehensive plan. Capital projects are: *public works projects of a local government for planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, or improvement of streets; roads; highways; sidewalks; street and road lighting systems; traffic signals; bridges; domestic water systems; storm and sanitary sewer systems; parks; recreational facilities; law enforcement facilities; fire protection facilities; trails; libraries; administrative and judicial facilities.*

Receipts pledged to debt retirement prior to April 1992 and/or spent prior to June 1992 are grandfathered from this restriction.

REET 2 [RCW 82.46.035](#):

The second quarter percent of the real estate excise tax (authorized in 1990) provides funding for cities and counties to finance capital improvements required to occur concurrently with growth under the Growth Management Act. An amendment in 1992 defines the "capital project" as:

Public works projects of a local government for planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, or improvement of streets, roads, highways, sidewalks, street and road lighting systems, traffic signals, bridges, domestic water systems, storm and sanitary sewer systems, and planning, construction, reconstruction, repair, rehabilitation, or improvement of parks.

Because of this amendment, acquisition of park land is no longer a permitted use of REET 2 after March 1 1992.

As a newly incorporated city, Federal Way enacted both quarter percent of the REET in 1990 and pledged both portions for long term bonds used for the acquisition and improvement of various parks and municipal facility projects prior to the 1992 amendments.

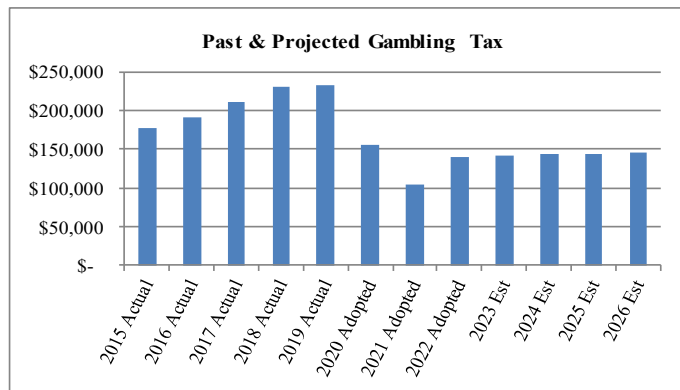
CITY OF FEDERAL WAY 2021/2022 BUDGET

The active real estate market, particularly in income property arena, raised REET revenues to new heights in 2005 through 2007. However, the market bottomed out at the end of 2008 and was slow to pick up even through 2012, but the City saw an increase in Real Estate Excise Tax revenue in 2013 - 2019. The projected revenue of \$3.6 million in 2021/22 is based on projecting a slowdown in the amount of real estate sales.

GAMBLING EXCISE TAX

The City levied gambling taxes at their maximum allowed level on all activities: 5% for bingo and raffles, 2% for amusement games, 5% for punchboards and pull-tabs, and 20% for card rooms (RCW 9.46.110) prior to 2010. Gambling taxes were amended from 5% to 3% on June 1, 2010 for punchboards/pull-tabs and from 20% to 10% for card rooms on August 1, 2010. Revenues from these activities are required to be used primarily for the purpose of gambling enforcement (RCW 9.46.113). Case law has clarified that "primarily" means "first be used" for gambling law enforcement purposes to the extent necessary for that city. The remaining funds may be used for any general government purpose. The City receipts Gambling Tax in the General Fund and identifies the revenue as law enforcement resources.

Year	Gambling Tax	Chg Over Prior Year	
		\$	%
2015 Actual	\$ 177,807	\$ 1,746	1.0%
2016 Actual	\$ 190,046	\$ 12,239	6.9%
2017 Actual	\$ 210,029	\$ 19,983	10.5%
2018 Actual	\$ 229,524	\$ 19,495	9.3%
2019 Actual	\$ 232,942	\$ 3,418	1.5%
2020 Adopted	\$ 155,000	\$ (77,942)	-33.5%
2021 Adopted	\$ 105,000	\$ (50,000)	-32.3%
2022 Adopted	\$ 140,000	\$ 35,000	33.3%
2023 Est	\$ 141,400	\$ 1,400	1.0%
2024 Est	\$ 142,814	\$ 1,414	1.0%
2025 Est	\$ 144,242	\$ 1,428	1.0%
2026 Est	\$ 145,685	\$ 1,442	1.0%



The State Legislature began allowing the operation of "enhanced card room" or mini-casinos on non-tribal land on a pilot basis in 1997; regulations were adopted allowing them on a permanent basis in the spring of 2000. Over the past five years, mini-casinos have proliferated throughout the state and have become a significant source of tax revenue in jurisdictions where gambling activities are allowed. The permission of non-tribal casinos has stimulated a wave of new and/or expansion of tribal casinos as well. The increased competition eliminated some unprofitable card rooms in the City and gambling tax revenue has declined substantially since its peak in 2001. The smoking-ban passed by Washington State voters in 2005 prohibits smoking within 25 feet of all public places has had a negative impact on non-tribal gambling establishments. The new law, effective December 2005, impacted gambling tax activities in 2006 but affects did not carry on into 2007. Gambling tax decreased starting in 2008 due to the economic climate. The City's only card room closed mid-year in 2010, re-opened starting in October 2010, and closed again in January of 2012. Gambling tax is projected to increase by 1% between 2023-2026.

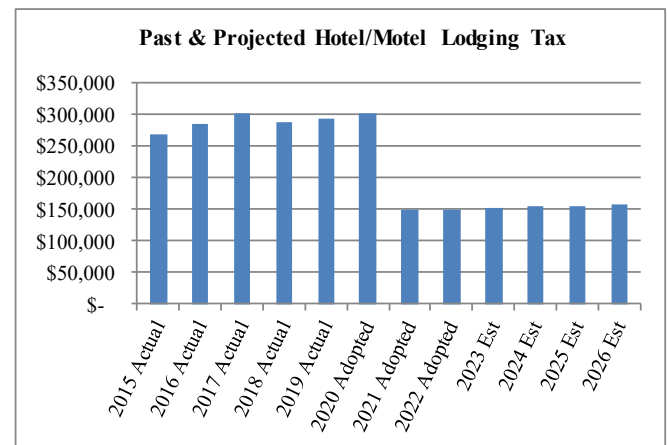
LODGING TAX (RCW 67.28)

Most cities in King County may levy a 1% Lodging Tax on overnight stays at hotels, motels, rooming houses, campgrounds, RV parks and similar facilities for continuous periods of less than one month. The total tax paid on overnight lodging in King County by visitors at a facility with 60 or more rooms is 12.4%, and 9.8% for less than 60 rooms, including the 1% City Lodging Tax.

The City enacted its tax in 1999 to fund tourism promotion programs. The programs are accounted for in Hotel/Motel Lodging Tax Fund with projected revenues of \$150K per year in 2021 and 2022. Future annual tax revenue is projected to grow at 1%.

Agency	Tax Rate
State	6.50%
King County Metro Transit	0.90%
City of Federal Way	0.85%
King County Mental Health	0.10%
King County Sales Tax	0.15%
Criminal Justice Tax	0.10%
Sound Transit	0.90%
Regional Transit Authority	0.50%
Subtotal Sales Tax Rate	10.00%
Convention Center Tax	2.80%
Stadium Tax	2.00%
State Sales Tax Credit	-2.00%
City Lodging Tax	1.00%
Total Tax on Lodging	13.80%

Year	Hotel/Motel Lodging Tax	Chg Over Prior Year	
		\$	%
2015 Actual	\$ 266,053	\$ 34,225	14.8%
2016 Actual	\$ 283,220	\$ 17,167	6.5%
2017 Actual	\$ 301,603	\$ 18,383	6.5%
2018 Actual	\$ 285,725	\$ (15,878)	-5.3%
2019 Actual	\$ 292,986	\$ 7,260	2.5%
2020 Adopted	\$ 300,000	\$ 7,014	2.4%
2021 Adopted	\$ 150,000	\$ (150,000)	-50.0%
2022 Adopted	\$ 150,000	\$ -	0.0%
2023 Est	\$ 151,500	\$ 1,500	1.0%
2024 Est	\$ 153,015	\$ 1,515	1.0%
2025 Est	\$ 154,545	\$ 1,530	1.0%
2026 Est	\$ 156,091	\$ 1,545	1.0%

**LEASEHOLD TAX (RCW 82.29)**

In addition to the above, the City also receives a minimal amount of revenue from the 4% leasehold tax (RCW 82.29A.) on lease income from private business activities on tax-exempt properties, in-lieu-of property tax. The total rate on leasehold tax is 12.84%. Cities and counties can collectively levy up to 6% of this total. The maximum county and city rates are 6% and 4%, respectively, and the county must give a credit for any city tax. Therefore, if a city is levying its 4%, the county receives only 2%. The City receives approximately \$6,000 a year from this tax and uses it for general operations purposes. Leasehold tax is projected to increase by 1% between 2023 - 2026.

ADMISSIONS TAX (RCW 36.38)

Starting in 2017, the City is adding an admissions tax upon any person who is charged an admissions fee to any place, including persons who are admitted free of charge, or at reduced rates to any place in the amount of five percent of the admission charge. The admissions tax shall not exceed sixty cents (\$0.60) per ticket of admission sold. Exemptions include anyone paying an admission charge 1) in the amount of \$1.50 or less 2) any activity of an elementary or secondary school as contemplated by RCW 35.21.280 3) any activity of Parent-Teacher Association, or similar organization, provided that the proceeds of the activity are used to benefit an elementary or secondary school 4) an organized athletic event such as tournaments, leagues, and other competitions intended for youth less than 19 years of age, sponsored and held by non-profit organizations 5) the admission of spectators to an athletic event, including, but not limited to, football games, basketball games, or baseball games 6) the admission for recreational activities, including, but not limited to golf, skating, or swimming. The City is projecting to receive

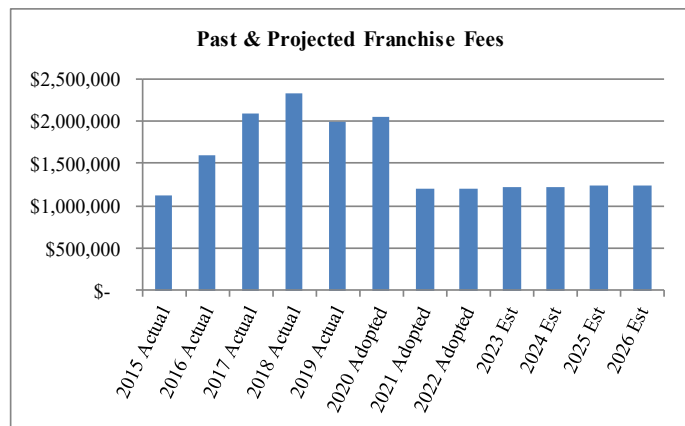
CITY OF FEDERAL WAY 2021/2022 BUDGET

\$306,513 in 2021 and \$306,513 in 2022, down from \$688,336 in the 2020 adopted budget. Admissions tax is projected to increase by 1% between 2023-2026, depending on the Covid-19 lockdown.

FRANCHISE FEE

Franchise fees are charges levied on private utilities for their use of City streets and other public properties to place utility infrastructure and to recoup City costs of administering franchise agreements. The franchise fees on light, natural gas, and telephone utilities are limited by statute to the actual administrative expenses incurred by the City directly related to receiving and approving permits, licenses, or franchisees. Cable TV franchise fees are governed by the Federal Cable Communications Policy Act of 1994 and are negotiated with cable companies for an amount not to exceed 5% of gross revenues, which is the primary source of the City's franchise fee revenue. The table below shows past and projected cable franchise fees projected in 2021 and 2022. Lakehaven franchise fees were reduced by \$848,580 as part of the 2021 budget, due to the newly imposed water and sewer 7.75% utility tax. Revenue is adopted at \$1.2M for 2021 and 2022. Thereafter, revenue is projected at a 1% rate through 2026.

Year	Franchise Fees	Chg Over Prior Year	
		\$	%
2015 Actual	\$ 1,113,436	\$ 42,453	4.0%
2016 Actual	\$ 1,591,559	\$ 478,123	42.9%
2017 Actual	\$ 2,080,201	\$ 488,642	30.7%
2018 Actual	\$ 2,327,610	\$ 247,409	11.9%
2019 Actual	\$ 1,992,803	\$ (334,807)	-14.4%
2020 Adopted	\$ 2,047,024	\$ 54,221	2.7%
2021 Adopted	\$ 1,198,444	\$ (848,580)	-41.5%
2022 Adopted	\$ 1,198,444	\$ -	0.0%
2023 Est	\$ 1,210,428	\$ 11,984	1.0%
2024 Est	\$ 1,222,533	\$ 12,104	1.0%
2025 Est	\$ 1,234,758	\$ 12,225	1.0%
2026 Est	\$ 1,247,106	\$ 12,348	1.0%

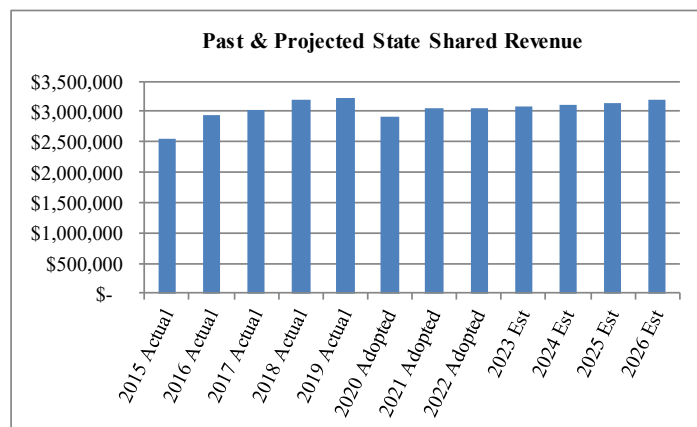


STATE SHARED REVENUES

State-shared revenues are from taxes and fees collected by the State and disbursed to municipalities based on population or other criteria. The source of these shared revenues include: fuel tax (tax on gasoline consumption), liquor sales profit and excise tax, DUI impact and criminal justice distribution.

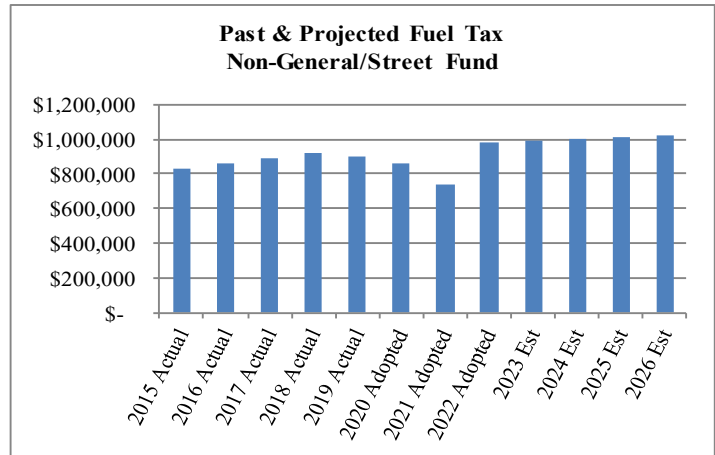
Past and projected state shared revenue in the General & Street Fund are as follows:

Year	State Shared Revenue	Chg Over Prior Year	
		\$	%
2015 Actual	\$ 2,559,940	\$ 203,961	8.7%
2016 Actual	\$ 2,926,022	\$ 366,082	14.3%
2017 Actual	\$ 3,037,214	\$ 111,192	3.8%
2018 Actual	\$ 3,178,041	\$ 140,828	4.6%
2019 Actual	\$ 3,217,443	\$ 39,401	1.2%
2020 Adopted	\$ 2,922,000	\$ (295,443)	-9.2%
2021 Adopted	\$ 3,054,000	\$ 132,000	4.5%
2022 Adopted	\$ 3,054,000	\$ -	0.0%
2023 Est	\$ 3,084,540	\$ 30,540	1.0%
2024 Est	\$ 3,115,385	\$ 30,845	1.0%
2025 Est	\$ 3,146,539	\$ 31,154	1.0%
2026 Est	\$ 3,178,005	\$ 31,465	1.0%



Additionally, the City receives state shared revenues (fuel) tax in the Arterial Streets Fund, Paths & Trails Fund and Transportation CIP Fund. Past and projected revenues are as follows:

Year	Fuel Tax Revenue	Chg Over Prior Year	
		\$	%
2015 Actual	\$ 830,708	\$ 23,082	2.9%
2016 Actual	\$ 856,717	\$ 26,009	3.1%
2017 Actual	\$ 887,776	\$ 31,059	3.6%
2018 Actual	\$ 918,706	\$ 30,930	3.5%
2019 Actual	\$ 899,577	\$ (19,129)	-2.1%
2020 Adopted	\$ 859,000	\$ (40,577)	-4.5%
2021 Adopted	\$ 741,000	\$ (118,000)	-13.7%
2022 Adopted	\$ 979,000	\$ 238,000	32.1%
2023 Est	\$ 988,790	\$ 9,790	1.0%
2024 Est	\$ 998,678	\$ 9,888	1.0%
2025 Est	\$ 1,008,665	\$ 9,987	1.0%
2026 Est	\$ 1,018,751	\$ 10,087	1.0%



SERVICES AND CHARGES

The charge for services is revenues generated from services provided to the general public (including recreation fees, building permit, land use fee, and surface water fees).

SURFACE WATER MANAGEMENT FEES

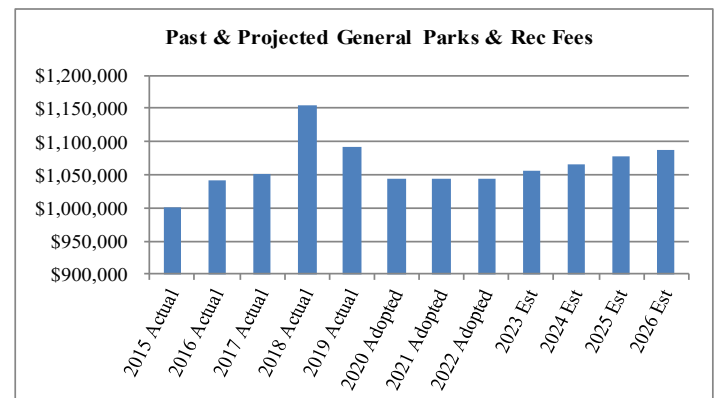
The Surface Water Management (SWM) fund manages surface water run-off accounts for the City's only utility operation. The fees are based on the impervious surface area, including right-of-way. Single-family households pay a fixed rate per household amount. The adopted SWM fees for 2021/2022 are roughly \$5.9M and \$4.9M respectively. Current year surface water management fees fund current year operating expenditures, and are also used on surface water management capital projects.

RECREATION FEES

Recreation fees include revenue from general parks and recreation, community center and the retreat center.

General parks and recreation fees include programs such as youth and adult athletics, aerobics and fitness classes, aquatic programs, and special interest leisure classes like art, outdoor recreation and dance. Many of these programs take place at the community center with related program revenue accounted for in the General Fund. General parks and recreation fees are projected to increase by 1% each year through 2026.

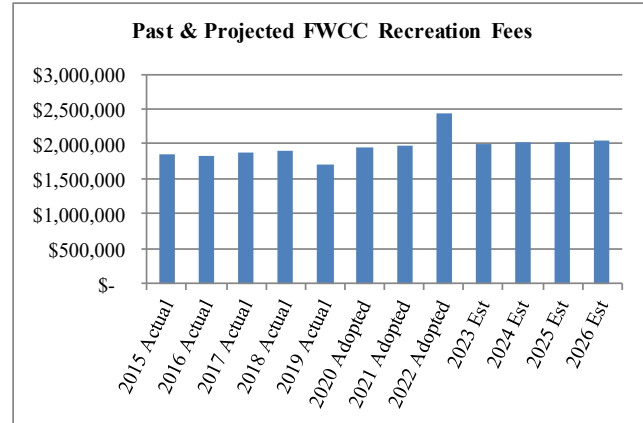
Year	General Parks & Rec Fees	Chg Over Prior Year	
		\$	%
2015 Actual	\$ 1,000,820	\$ 46,283	4.8%
2016 Actual	\$ 1,041,297	\$ 40,477	4.0%
2017 Actual	\$ 1,051,409	\$ 10,112	1.0%
2018 Actual	\$ 1,153,264	\$ 101,855	9.7%
2019 Actual	\$ 1,091,288	\$ (61,976)	-5.4%
2020 Adopted	\$ 1,045,000	\$ (46,288)	-4.2%
2021 Adopted	\$ 1,045,000	\$ -	0.0%
2022 Adopted	\$ 1,045,000	\$ -	0.0%
2023 Est	\$ 1,055,450	\$ 10,450	1.0%
2024 Est	\$ 1,066,005	\$ 10,555	1.0%
2025 Est	\$ 1,076,665	\$ 10,660	1.0%
2026 Est	\$ 1,087,431	\$ 10,767	1.0%



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The **Federal Way Community Center** opened in March of 2007 and includes programs such as aquatics, fitness training, pool rentals, birthday parties, events and wedding rentals. The revenues from these programs are accounted for in the Federal Way Community Center Fund, a special revenue fund supported by user fees and a designated utility tax transfer. Community center recreation fees are projected to increase by 1% each year through 2026. The \$500,000 adopted in 2022 is a one-time amount for a projected levy for water slide replacement.

Year	Federal Way Community Ctr	Chg Over Prior Year	
		\$	%
2015 Actual	\$ 1,841,924	\$ 15,664	0.9%
2016 Actual	\$ 1,828,862	\$ (13,062)	-0.7%
2017 Actual	\$ 1,881,888	\$ 53,026	2.9%
2018 Actual	\$ 1,904,293	\$ 22,405	1.2%
2019 Actual	\$ 1,718,193	\$ (186,100)	-9.8%
2020 Adopted	\$ 1,940,875	\$ 222,682	13.0%
2021 Adopted	\$ 1,973,568	\$ 32,693	1.7%
2022 Adopted	\$ 2,440,875	\$ 467,307	23.7%
2023 Est	\$ 1,993,304	\$ (447,571)	-18.3%
2024 Est	\$ 2,013,237	\$ 19,933	1.0%
2025 Est	\$ 2,033,369	\$ 20,132	1.0%
2026 Est	\$ 2,053,703	\$ 20,334	1.0%



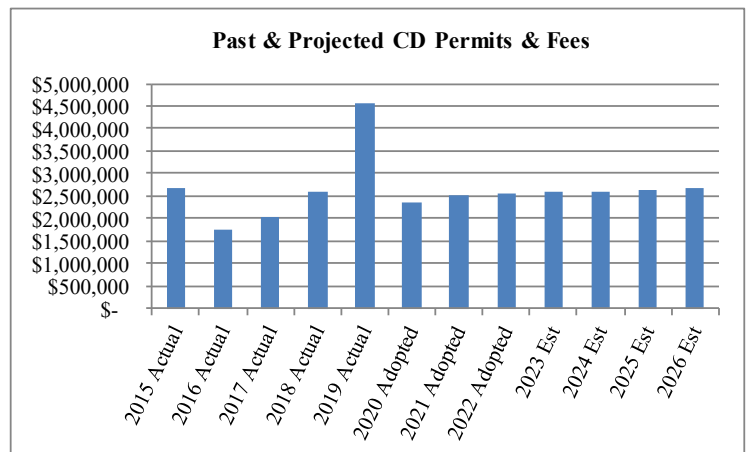
The facility rentals at **Dumas Bay Centre** are projected at \$765K for 2021 and 2022. Program revenues are estimated to increase by 1% each year through 2026.

The Dumas Bay Centre Fund will receive \$116K and \$95K respectively in utility tax subsidy for 2021 and 2022 to be used to offset any operating deficits of the retreat center as well as providing a source for both regular and deferred repairs and maintenance.

PERMITS AND DEVELOPMENT FEE

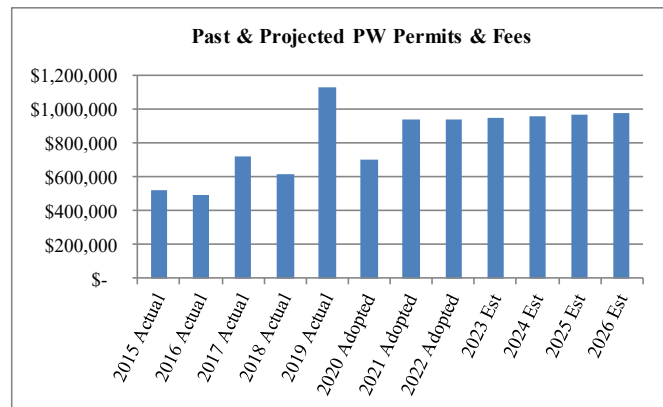
Community Development Permits and Fees include building, mechanical, electrical and plumbing permit fees, zoning fees and plan check fees. The majority of these fees are payable at the time the permit is issued. The revenues are deposited in the General Fund to offset building and planning service costs. The rates and policies regarding this fee are detailed in the International Building Code, which is revisited every three years in order to update all fees and policies.

Year	CD Permits & Fees	Chg Over Prior Year	
		\$	%
2015 Actual	\$ 2,698,841	\$ (360,931)	-11.8%
2016 Actual	\$ 1,766,106	\$ (932,735)	-34.6%
2017 Actual	\$ 2,019,477	\$ 253,371	14.3%
2018 Actual	\$ 2,595,395	\$ 575,917	28.5%
2019 Actual	\$ 4,546,432	\$ 1,951,038	75.2%
2020 Adopted	\$ 2,376,762	\$ (2,169,670)	-47.7%
2021 Adopted	\$ 2,514,363	\$ 137,601	5.8%
2022 Adopted	\$ 2,564,111	\$ 49,748	2.0%
2023 Est	\$ 2,589,752	\$ 25,641	1.0%
2024 Est	\$ 2,615,650	\$ 25,898	1.0%
2025 Est	\$ 2,641,806	\$ 26,156	1.0%
2026 Est	\$ 2,668,224	\$ 26,412	1.0%



Public Works permits and development fees include right-of-way permits, plan review fees, inspection fees, transportation concurrency fees and traffic impact fees. The revenues are deposited in the Street Fund to offset service costs.

Year	PW Permits & Fees	Chg Over Prior Year	
		\$	%
2015 Actual	\$ 520,249	\$ 151,452	41.1%
2016 Actual	\$ 487,489	\$ (32,760)	-6.3%
2017 Actual	\$ 713,274	\$ 225,785	46.3%
2018 Actual	\$ 612,714	\$ (100,560)	-14.1%
2019 Actual	\$ 1,125,969	\$ 513,255	83.8%
2020 Adopted	\$ 700,752	\$ (425,217)	-37.8%
2021 Adopted	\$ 936,572	\$ 235,819	33.7%
2022 Adopted	\$ 936,572	\$ -	0.0%
2023 Est	\$ 945,937	\$ 9,366	1.0%
2024 Est	\$ 955,397	\$ 9,459	1.0%
2025 Est	\$ 964,951	\$ 9,554	1.0%
2026 Est	\$ 974,600	\$ 9,650	1.0%

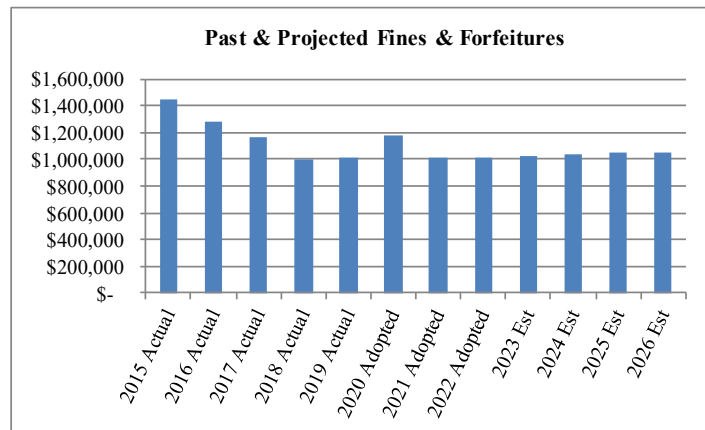


MISCELLANEOUS REVENUES

FINES AND FORFEITURES

The Municipal Court of the City of Federal Way is an inferior court (a court subject to the jurisdiction of another court known as the superior court, or a higher court) with exclusive original criminal jurisdiction of all violations of City laws. It also has the original jurisdiction of all other actions brought to enforce or recover license penalties or forfeitures declared or given by such city laws or by any state statutes. The Court also exercises all powers granted by Chapter 6 of said Justice Court and other Inferior Court Reorganization Law (Chapter 299, laws of 1964).

Year	Court Fines & Penalties	Chg Over Prior Year	
		\$	%
2015 Actual	\$ 1,441,207	\$ 71,100	5.2%
2016 Actual	\$ 1,284,479	\$ (156,728)	-10.9%
2017 Actual	\$ 1,170,292	\$ (114,187)	-8.9%
2018 Actual	\$ 993,309	\$ (176,982)	-15.1%
2019 Actual	\$ 1,015,193	\$ 21,883	2.2%
2020 Adopted	\$ 1,174,742	\$ 159,549	15.7%
2021 Adopted	\$ 1,012,671	\$ (162,070)	-13.8%
2022 Adopted	\$ 1,012,671	\$ -	0.0%
2023 Est	\$ 1,022,798	\$ 10,127	1.0%
2024 Est	\$ 1,033,026	\$ 10,228	1.0%
2025 Est	\$ 1,043,356	\$ 10,330	1.0%
2026 Est	\$ 1,053,790	\$ 10,434	1.0%



The City began operating its municipal court in January 2000. Fines and forfeitures are accounted for in the General Fund and do not include red light photo violations which are accounted for in the Traffic Safety Fund. The City also started a Probation service in the Court in 2015. Revenue is projected at 1.0% through 2026.

OTHER MISCELLANEOUS

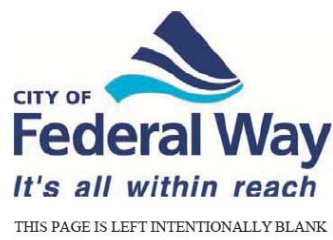
Miscellaneous revenues include interest income, cellular tower site leases, passport processing fees, etc. Most of the investment earnings are in reserve accounts, debt service prefunding reserves, and capital project funds.

GENERAL & STREET FUND LONG RANGE PLAN

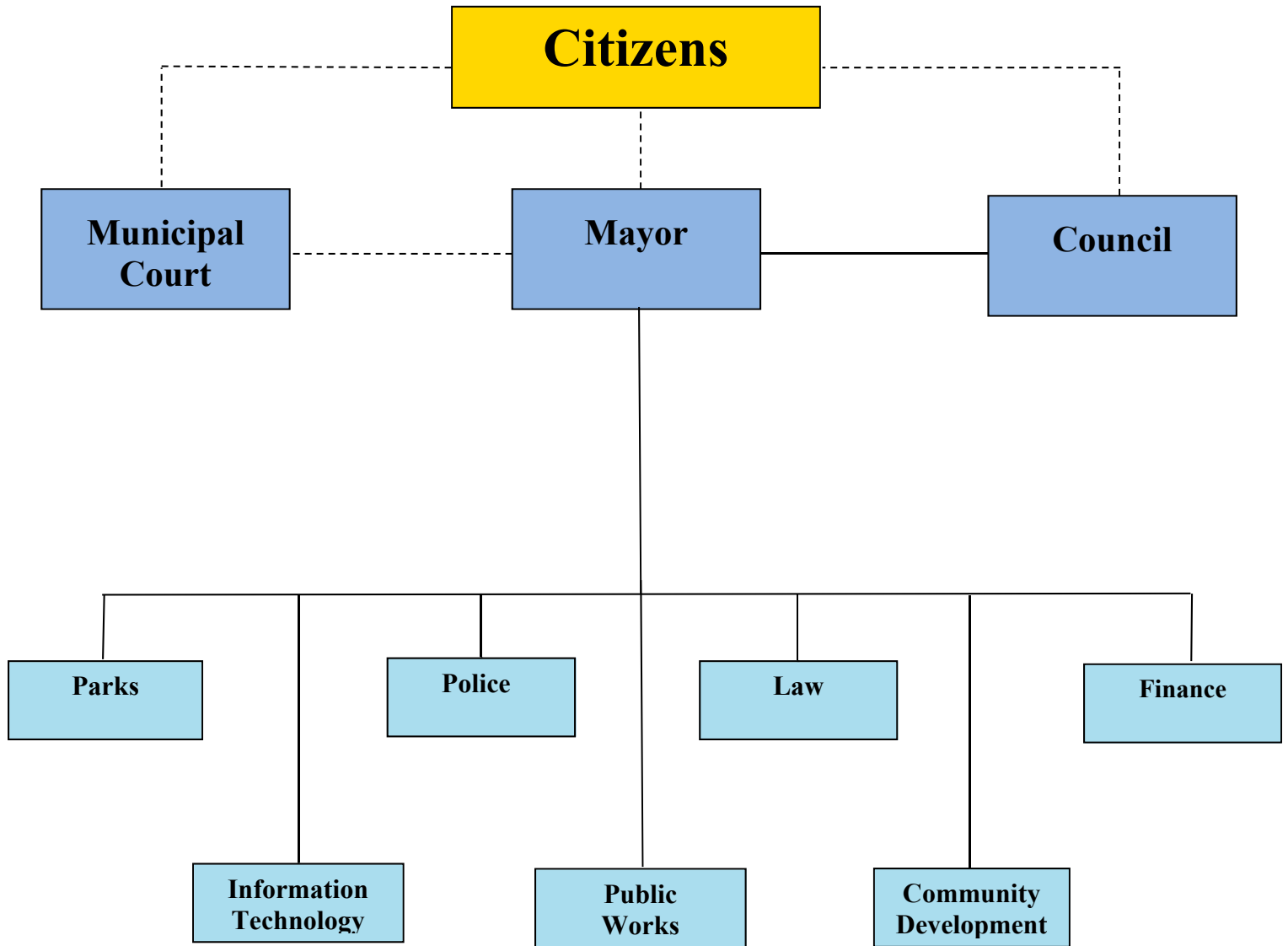
Item	2018	2019	2020			2021	2022	2023	2024	2025	2026
	Actual	Actual	Adopted	Adjusted	Projected	Adopted	Adopted	Projected	Projected	Projected	Projected
BEGINNING FUND BALANCE	\$ 11,290,682	\$ 11,662,052	\$ 9,644,733	\$ 11,604,046	\$ 11,604,046	\$ 10,213,168	\$ 10,252,674	\$ 9,500,001	\$ 8,589,307	\$ 7,518,916	\$ 6,287,136
REVENUE SUMMARY:											
Property Tax	10,799,658	10,917,428	11,077,213	11,275,838	11,275,838	11,385,965	11,357,280	11,470,853	11,585,561	11,701,417	11,818,431
Sales Tax	14,731,810	15,908,863	15,849,755	14,457,381	14,457,381	15,949,755	15,949,755	16,109,253	16,270,345	16,433,049	16,597,379
Criminal Justice Sales Tax	2,927,406	3,056,010	2,818,399	3,027,361	3,027,361	3,027,361	3,027,361	3,057,635	3,088,211	3,119,093	3,150,284
Other Taxes	1,100,962	1,066,377	849,336	1,007,513	1,007,513	417,510	452,513	457,038	461,609	466,225	470,887
Licenses and Permits	4,615,508	5,709,234	4,492,914	4,540,011	4,540,011	3,767,560	3,800,552	3,819,555	3,838,653	3,857,846	3,877,135
Intergovernmental	3,740,152	3,982,791	3,309,500	8,145,601	8,145,601	3,304,000	3,304,000	3,304,000	3,304,000	3,304,000	3,304,000
Charges for Services	4,549,623	5,414,306	4,335,266	4,730,971	4,730,971	4,958,156	4,974,910	5,024,659	5,074,905	5,125,654	5,176,911
Fines and Penalties	785,588	899,864	943,401	815,189	815,189	824,984	824,986	824,986	824,986	824,986	824,986
Miscellaneous	1,152,655	1,086,628	840,878	1,054,778	1,054,778	1,177,761	1,034,631	1,034,631	1,034,631	1,034,631	1,034,631
Other Financing Sources	9,058,384	9,251,819	12,207,581	12,652,229	12,652,229	9,805,036	7,985,575	7,985,575	7,985,575	7,985,575	7,985,575
Total Revenues	\$ 53,461,746	\$ 57,293,322	\$ 56,724,242	\$ 61,706,872	\$ 61,706,872	\$ 54,618,088	\$ 52,711,563	\$ 53,088,184	\$ 53,468,476	\$ 53,852,476	\$ 54,240,220
EXPENDITURE SUMMARY:											
City Council	\$ 405,140	\$ 422,165	\$ 446,163	\$ 508,211	\$ 508,211	\$ 525,655	\$ 530,695	\$ 536,002	\$ 541,362	\$ 546,775	\$ 552,243
Mayor's Office	1,415,322	1,497,281	1,329,485	972,547	972,547	911,881	923,847	933,085	942,416	951,840	961,359
Municipal Court	1,686,923	1,752,439	1,767,149	1,829,149	1,829,149	1,797,146	1,818,905	1,837,094	1,855,465	1,874,020	1,892,760
Finance	962,052	1,045,012	1,088,521	1,269,595	1,269,595	1,260,163	1,287,736	1,300,613	1,313,619	1,326,755	1,340,023
City Clerk	499,915	592,263	513,984	513,984	513,984	558,912	560,410	566,014	571,675	577,391	583,165
Human Resources	478,791	521,715	514,881	554,881	554,881	597,932	536,319	541,683	547,099	552,570	558,096
Law - Civil	851,969	856,841	789,720	919,920	919,920	970,331	974,797	984,545	994,390	1,004,334	1,014,377
Law-Criminal	717,523	750,449	764,733	765,483	765,483	774,742	776,142	783,903	791,742	799,660	807,656
Community Development	2,285,955	2,546,372	2,534,077	2,773,047	2,773,047	2,752,041	2,683,103	2,709,934	2,737,033	2,764,404	2,792,048
Economic Development	279,486	340,503	415,973	495,973	495,973	366,756	284,756	287,604	290,480	293,385	296,319
Community Services	760,398	871,103	844,805	1,153,524	1,153,524	967,372	975,180	984,931	994,781	1,004,728	1,014,776
Jail Contract Costs	6,417,479	5,932,095	4,341,950	4,048,950	4,048,950	(0)	0	0	0	0	0
911 Dispatch	2,724,139	2,679,436	2,748,692	2,748,692	2,748,692	2,748,692	2,748,692	2,776,179	2,803,941	2,831,980	2,860,300
Police	17,939,354	18,546,501	18,843,813	19,413,271	19,413,271	19,994,132	20,492,402	20,697,326	20,904,299	21,113,342	21,324,475
Parks, Recr & Cultural Svcs	4,036,022	4,231,231	4,076,474	4,313,304	4,313,304	4,154,492	4,193,695	4,235,632	4,277,988	4,320,768	4,363,976
Public Works	4,030,418	4,420,754	4,111,347	4,509,364	4,509,364	4,718,703	4,567,989	4,613,669	4,659,806	4,706,404	4,753,468
Non-Departmental	7,599,489	10,345,167	11,736,389	16,999,097	16,307,856	11,479,633	10,109,569	10,210,664	10,312,771	10,415,899	10,520,058
Total Expenditures	\$ 53,090,376	\$ 57,351,328	\$ 56,868,155	\$ 63,788,991	\$ 63,097,750	\$ 54,578,581	\$ 53,464,236	\$ 53,998,878	\$ 54,538,867	\$ 55,084,256	\$ 55,635,098
Changes in Fund Balance	\$ 371,370	\$ (58,006)	\$ (143,913)	\$ (2,082,119)	\$ (1,390,879)	39,507	(752,673)	(910,694)	(1,070,391)	(1,231,780)	(1,394,879)
ENDING FUND BALANCE:	\$ 11,662,052	\$ 11,604,046	\$ 9,500,821	\$ 9,521,927	\$ 10,213,168	\$ 10,252,674	\$ 9,500,001	\$ 8,589,307	\$ 7,518,916	\$ 6,287,136	\$ 4,892,257

ALL FUNDS LONG RANGE PLAN

Item	2018	2019	2020			2021	2022	2023	2024	2025	2026
	Actual	Actual	Adopted	Adjusted	Projected	Adopted	Adopted	Projected	Projected	Projected	Projected
BEGINNING FUND BALANCE	\$ 63,383,382	\$ 62,121,983	\$ 50,396,151	\$ 69,236,802	\$ 69,236,802	\$ 63,296,634	\$ 60,598,909	\$ 55,865,605	\$ 50,900,530	\$ 45,701,269	\$ 40,265,387
OPERATING REVENUE:											
Property Taxes	\$ 10,799,658	\$ 10,917,428	\$ 11,077,213	\$ 11,275,838	\$ 11,275,838	\$ 11,385,965	\$ 11,357,280	11,470,853	11,585,561	11,701,417	11,818,431
Sales Tax	14,731,810	15,908,863	15,849,755	14,457,381	14,457,381	15,949,755	15,949,755	16,109,253	16,270,345	16,433,049	16,597,379
Criminal Justice Sales Tax	2,927,406	3,056,010	2,818,399	3,027,361	3,027,361	3,027,361	3,027,361	3,057,635	3,088,211	3,119,093	3,150,284
Utility Tax	11,719,589	11,102,083	12,352,891	14,297,547	14,297,547	15,177,606	15,177,606	15,329,382	15,482,676	15,637,503	15,793,878
Real Estate Excise tax	4,240,825	5,171,643	3,640,000	3,640,000	3,640,000	3,640,000	3,640,000	3,676,400	3,713,164	3,750,296	3,787,799
Other Taxes	1,578,750	1,577,336	1,309,336	1,508,513	1,508,513	727,510	762,513	770,138	777,840	785,618	793,474
Licenses and Permits	4,690,928	5,785,610	4,492,914	4,540,011	4,540,011	3,767,560	3,800,552	3,819,555	3,838,653	3,857,846	3,877,135
Intergovernmental	11,701,965	11,360,417	9,448,970	15,446,615	15,446,615	11,171,580	8,691,893	8,691,893	8,691,893	8,691,893	8,691,893
Charges for Services	23,906,863	25,282,614	23,092,630	23,705,959	23,705,959	29,832,665	25,181,793	25,433,611	25,687,947	25,944,826	26,204,274
Fines and Penalties	4,250,327	4,553,593	4,747,401	3,689,631	3,689,631	3,699,426	3,699,428	3,699,428	3,699,428	3,699,428	3,699,428
Miscellaneous	3,504,554	4,191,883	2,519,700	2,344,515	2,344,515	3,927,434	4,152,312	4,152,312	4,152,312	4,152,312	4,152,312
Proprietary Fund Revenue	595,106	393,461	458,000	458,000	458,000	488,000	488,000	492,880	497,809	502,787	507,815
Other Financing Sources	19,040,344	37,468,544	17,586,503	23,597,778	23,597,778	38,690,790	20,672,813	20,879,541	21,088,336	21,299,219	21,512,212
Total Revenues	\$ 113,688,125	\$ 136,769,486	\$ 109,393,712	\$ 121,989,149	\$ 121,989,149	\$ 141,485,652	\$ 116,601,306	\$ 117,582,880	\$ 118,574,175	\$ 119,575,287	\$ 120,586,314
OPERATING EXPENDITURE:											
City Council	\$ 405,140	\$ 422,165	\$ 446,163	\$ 508,211	\$ 508,212	\$ 525,655	\$ 530,695	536,002	541,362	546,776	552,244
Mayor's Office	1,415,322	1,497,281	1,380,561	1,623,623	1,623,623	1,562,957	1,574,923	1,590,672	1,606,579	1,622,645	1,638,871
Performing Arts & Event Center	1,628,150	2,589,541	1,874,323	1,331,690	1,331,690	2,299,757	2,299,757	2,322,755	2,345,982	2,369,442	2,393,136
Municipal Court	1,847,925	1,920,563	2,014,046	2,076,046	2,076,046	2,048,798	2,074,615	2,095,361	2,116,314	2,137,478	2,158,852
Finance	962,052	1,045,012	1,088,521	1,269,595	1,269,595	1,260,163	1,287,736	1,300,613	1,313,619	1,326,755	1,340,023
City Clerk	499,915	592,263	513,984	513,984	513,984	558,912	560,410	566,014	571,675	577,391	583,165
Human Resources	478,791	521,715	514,881	554,881	554,881	597,932	536,319	541,683	547,099	552,570	558,096
Information Technology	2,444,079	2,460,033	2,301,282	2,676,752	2,676,752	3,002,544	2,892,615	2,921,541	2,950,757	2,980,264	3,010,067
Law -Civil	2,235,733	2,424,692	2,519,401	3,477,930	3,477,930	2,713,738	2,740,068	2,767,468	2,795,143	2,823,095	2,851,326
Law-Criminal	717,523	750,449	764,733	765,483	765,483	774,742	776,142	783,903	791,742	799,660	807,656
Community Development	2,375,956	2,642,460	2,629,295	2,868,265	2,868,265	2,855,852	2,792,217	2,820,139	2,848,340	2,876,824	2,905,592
Economic Development	279,486	340,503	415,973	495,973	495,973	366,756	284,756	287,604	290,480	293,385	296,319
Community Services	1,541,263	1,667,589	1,530,068	3,004,187	3,004,187	2,810,382	1,733,502	1,750,837	1,768,346	1,786,029	1,803,890
Jail Contract Costs	6,417,479	5,932,095	4,341,950	4,048,950	4,048,950	3,303,463	3,319,584	3,352,780	3,386,308	3,420,171	3,454,372
911 Dispatch	2,724,139	2,679,436	2,748,692	2,748,692	2,748,692	2,748,692	2,748,692	2,776,179	2,803,941	2,831,980	2,860,300
Police	24,184,656	24,785,658	25,056,183	25,625,641	25,625,641	24,766,286	25,343,757	25,597,195	25,853,167	26,111,698	26,372,815
Parks, Recr & Cultural Svcs	9,000,438	8,635,870	7,979,621	8,027,531	8,027,531	8,745,916	8,954,169	9,043,711	9,134,148	9,225,489	9,317,744
Public Works	25,036,214	25,236,629	18,817,490	24,793,344	24,793,344	31,119,467	26,436,182	26,700,543	26,967,549	27,237,224	27,509,597
Non-Departmental	30,755,262	43,510,717	33,531,339	42,209,780	41,518,539	52,121,366	34,448,471	34,792,956	35,140,885	35,492,294	35,847,217
Total Expenditures	\$ 114,949,523	\$ 129,654,671	\$ 110,468,506	\$ 128,620,558	\$ 127,929,317	\$ 144,183,376	\$ 121,334,610	\$ 122,547,956	\$ 123,773,435	\$ 125,011,170	\$ 126,261,281
Changes in Fund Balance	\$ (1,261,399)	\$ 7,114,815	\$ (1,074,794)	\$ (6,631,408)	\$ (5,940,168)	\$ (2,697,725)	\$ (4,733,303)	\$ (4,965,076)	\$ (5,199,260)	\$ (5,435,883)	\$ (5,674,967)
ENDING FUND BALANCE:	\$ 62,121,983	\$ 69,236,798	\$ 49,321,357	\$ 62,605,393	\$ 63,296,634	\$ 60,598,909	\$ 55,865,605	\$ 50,900,530	\$ 45,701,269	\$ 40,265,387	\$ 34,590,420

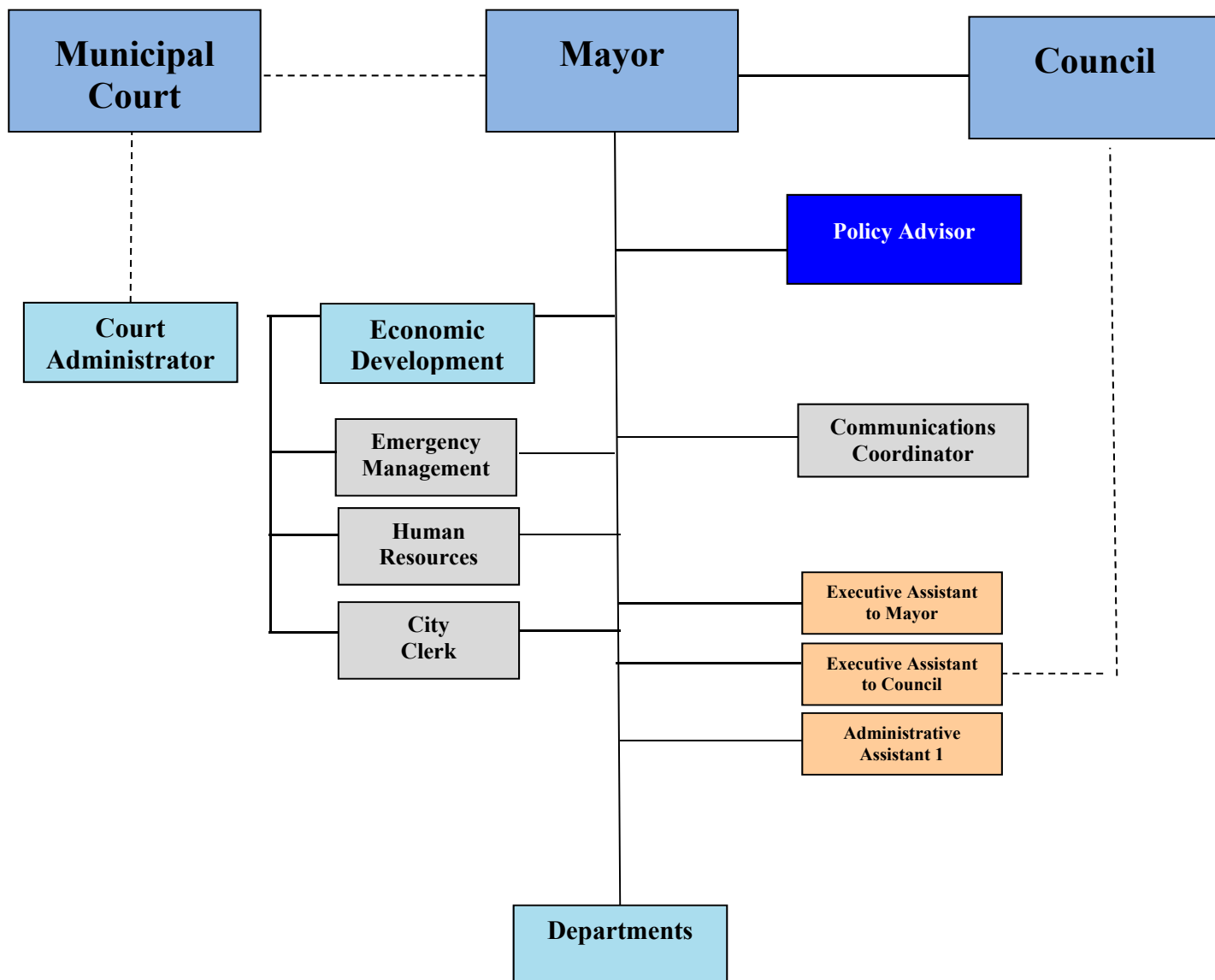


City of Federal Way Organization Chart



MAYOR'S OFFICE DEPARTMENT OVERVIEW

Responsible Manager: *Mayor Jim Ferrell*



MAYOR'S OFFICE DEPARTMENT OVERVIEW**Responsible Manager:** *Mayor Jim Ferrell***2019/2020 ACCOMPLISHMENTS****MAYOR'S OFFICE**

- Town Center Steps
- Eyes on Federal Way
- African American Quarterly Meeting
- Restoring Police Budget
- 30 for 30 Volunteer Initiative
- Time Capsule 2050
- Neighborhood Connection Meetings
- Facebook Live Town Hall Meetings
- Key Role in Winter Storm Outreach
- Brooklake Trail Extension
- Sound Transit Light Rail Expansion
- University Initiative
- SCORE Jail Departure Agreement Savings
- Water and Sewer Tax Judgement
- Abandoned Shopping Cart Ordinance
- Severe Winter Overnight Emergency Shelter
- Joint venture with school district to increase internet connectivity
- Covid-19 Response
 - Outbreak Advisory Team Mobilization
 - GFW EOC Activation
 - Support of Food Banks and Social Services
 - Deployment of CARES Act Business Grants
 - Distributing CDBG funds for rent support
 - Established Business Resiliency and Community Continuity Task Forces
 - School District Use of Channel 21

2021/2022 ANTICIPATED KEY PROJECTS**MAYOR'S OFFICE**

- Vision 2050 Task Force
- Sound Transit Collaboration
- Use for Former Target Site
- Airport Noise and Health Issues
- IT Security Focus
- Veterans Monument
- Implementation of the vision of the budget

MAYOR'S OFFICE DEPARTMENT OVERVIEW**Responsible Manager: Mayor Jim Ferrell****DEPARTMENT POSITION INVENTORY:**

Positions	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	Grade
			Adopted	Adjusted	Projected			
Mayor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	61
Communications & Govt Relations Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00	37
Office Manger	1.00	1.00	1.00	-	-	-	-	36
Graphics Coordinator	0.34	0.34	0.34	0.34	0.34	0.34	0.34	33
Policy Advisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	33
Executive Assistant to Mayor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	31
Administrative Assistant	-	-	-	1.00	1.00	1.00	1.00	18
Director-Economic Development	1.00	1.00	1.00	1.00	1.00	1.00	1.00	58i
Administrative Assistant I*	-	-	-	-	-	1.00	-	18
Emergency Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	50
Human Resources Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	54a
Human Resources Analyst	2.00	2.00	2.00	2.00	2.00	2.00	2.00	37
Diversity, Equity, Inclusion Coordinator*	-	-	-	-	-	0.50	-	43
Administrative Assistant I	0.50	0.50	0.50	0.50	0.50	0.50	0.50	18
City Clerk	1.00	1.00	1.00	1.00	1.00	1.00	1.00	50
Deputy City Clerk	1.00	1.00	1.00	1.00	1.00	1.00	1.00	36a
Administrative Assistant I	0.50	0.50	0.50	0.50	0.50	0.50	0.50	18
Total Regular Staffing	13.34	13.34	13.34	13.34	13.34	14.84	13.34	n/a
Change from prior year	-	-	-	-	-	1.50	(1.50)	n/a
Grand Total Staffing	13.34	13.34	13.34	13.34	13.34	14.84	13.34	n/a

*The 1.5 FTE increase to the 2021 adopted budget from the 2020 adjusted budget is due to the addition of 1.0 FTE Administrative Assistant I for Economic Development and 0.5 FTE Diversity, Equity, and Inclusion Coordinator.

MAYOR'S OFFICE DEPARTMENT OVERVIEW

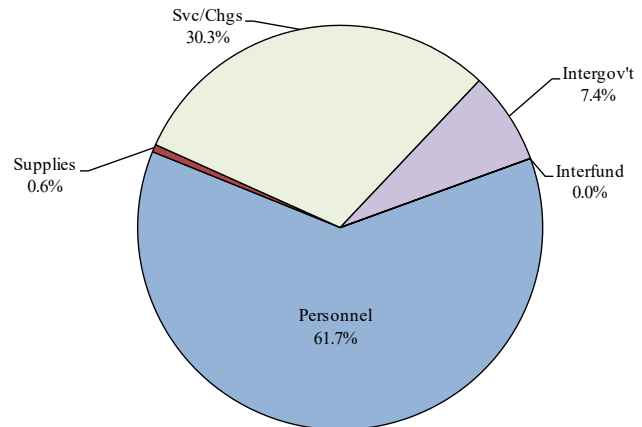
Responsible Manager: *Mayor Jim Ferrell*

PURPOSE/DESCRIPTION:

The Mayor's Office is the executive branch of City government and includes the Mayor, who is elected by and represents the people of Federal Way. The Mayor's Office provides management direction and coordination of all City departments and activities, in accordance with policies and direction of the Mayor/City Council.

The Mayor's Office includes the following divisions; Administration, Economic Development, Emergency Management, Human Resources, and City Clerk.

2021 Adopted Expenditures by Category



GOALS/OBJECTIVES:

- Instill a customer service culture and can-do attitude in the City Government.
- Manage city resources in a responsible and responsive manner.
- Lead and coordinate the City's role in local, regional, and federal issues.
- Implement Economic Development initiatives.
- Facilitate Council decision making and policy development by providing unbiased, thorough, and professional analysis.
- Carry out Mayor/City Council polices and directions effectively and efficiently.
- Lead and coordinate proactive and effective communications with citizens, the news media, and city employees.
- Communicate the City's vision, mission, and goals as well as day-to-day service information to constituents and key stakeholders.

DEPARTMENT SUMMARY:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
31X	Taxes	\$ -	\$ -	\$ 51,076	\$ 651,076	\$ 651,076	\$ 651,076	\$ 651,076	\$ -	0.0%
33X	Intergovernmental	37,500	37,500	-	-	-	-	-	-	n/a
36X	Miscellaneous	28,000	3,476	28,000	28,000	28,000	28,000	28,000	-	0.0%
Total Revenues:		\$ 65,500	\$ 40,976	\$ 79,076	\$ 679,076	\$ 679,076	\$ 679,076	\$ 679,076	\$ -	0.0%
General Fund Operating Expenditure Summary:										
MO	Admin	1,217,717	1,296,641	1,127,132	770,194	770,194	703,201	715,168	(66,992)	-8.7%
ED	Economic Development	279,486	340,503	415,973	495,973	495,973	366,756	284,756	(129,217)	-26.1%
CK	City Clerk	499,915	592,263	513,984	513,984	513,984	558,912	560,410	44,928	8.7%
HR	Human Resources	478,791	521,715	514,881	554,881	554,881	597,932	536,319	43,051	7.8%
Subtotal Operating Exp.:		\$ 2,475,909	\$ 2,751,122	\$ 2,571,969	\$ 2,335,031	\$ 2,335,031	\$ 2,226,801	\$ 2,096,654	\$ (108,230)	-4.6%
Other Funds Operating Expenditure Summary:										
101	Emergency Operations	197,605	200,641	202,353	202,353	202,353	208,679	208,679	6,326	3.1%
114	Proposition 1	-	-	51,076	651,076	651,076	651,076	651,076	-	0.0%
Subtotal Operating Exp.:		\$ 197,605	\$ 200,641	\$ 253,429	\$ 853,429	\$ 853,429	\$ 859,755	\$ 859,755	\$ 6,326	0.7%
Total Expenditures:		\$ 2,673,514	\$ 2,951,763	\$ 2,825,398	\$ 3,188,460	\$ 3,188,460	\$ 3,086,556	\$ 2,956,409	\$ (101,904)	-3.2%

MAYOR'S OFFICE DEPARTMENT OVERVIEW**Responsible Manager: Mayor Jim Ferrell****HIGHLIGHTS/CHANGES:**

The Mayor's Office's adopted operating budget totals \$3,086,556 in 2021 and \$2,956,409 in 2022. This is a 3.2% or \$101,904 decrease to the 2021 adopted budget from the 2020 adjusted budget. Major line items changes include:

- **Salaries & Wages** – Net increase of \$85,856 primarily due to the addition of 1.0 FTE Economic Development position, and 0.5 FTE Diversity, Equity, and Inclusion Coordinator, offset by the elimination of one-time salaries for Covid-19 administration and processing.
- **Benefits** - Net decrease of \$7,760 primarily due to changes of benefits for employees within the department, and elimination of one-time benefits for Covid-19.
- **Services and Charges** – Decrease of \$180,121 is due to elimination of airport noise study, SAMP, university initiative and salary study one-time services.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2018	2019	2020			2021	2022	21 Adopted - 20 Adj	
		Actual	Actual	Adopted	Adjusted	Projected	Adopted	Adopted	\$ Chg	% Chg
Revenue Summary:										
31X	Taxes	\$ -	\$ -	\$ 51,076	\$ 651,076	\$ 651,076	\$ 651,076	\$ 651,076	\$ -	0.0%
33X	Intergovernmental	37,500	37,500	-	-	-	-	-	-	n/a
36X	Miscellaneous	28,000	3,475.61	28,000	28,000	28,000	28,000	28,000	-	0.0%
Total Revenues:		\$ 65,500	\$ 40,976	\$ 79,076	\$ 679,076	\$ 679,076	\$ 679,076	\$ 679,076	\$ -	0.0%
Expenditure Summary:										
1XX	Salaries & Wages	1,229,814	1,253,338	1,209,559	1,336,225	1,336,225	1,422,081	1,285,916	85,856	6.4%
2XX	Benefits	436,079	457,232	489,440	489,440	489,440	481,681	487,698	(7,760)	-1.6%
3XX	Supplies	16,968	30,054	18,590	18,590	18,590	18,711	18,711	121	0.7%
4XX	Services and Charges	766,709	966,891	879,359	1,115,755	1,115,755	935,634	935,634	(180,121)	-16.1%
5XX	Intergovernmental	223,945	244,249	228,450	228,450	228,450	228,450	228,450	-	0.0%
Total Expenditures:		\$ 2,673,514	\$ 2,951,763	\$ 2,825,398	\$ 3,188,460	\$ 3,188,460	\$ 3,086,556	\$ 2,956,409	\$ (101,904)	-3.2%

MAYOR'S OFFICE DEPARTMENT OVERVIEW

Responsible Manager: *Mayor Jim Ferrell*

PURPOSE/DESCRIPTION:

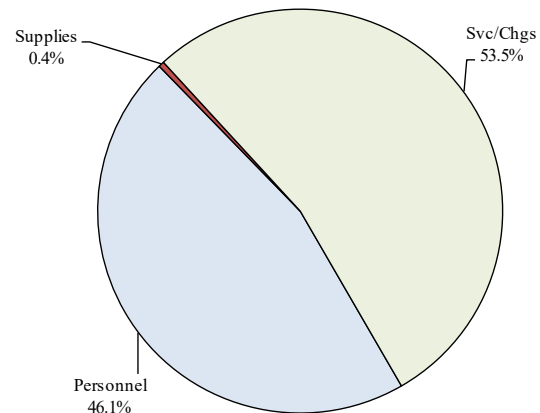
The Mayor's Office Administration includes the Mayor, communications, public defender, and government affairs.

The Mayor's Office implements Council's vision and also oversees the Federal/State Lobbyist and media relations.

GOALS/OBJECTIVES:

- Lead the organization to implement Council's vision, goals, policies, direction with the SPIRIT (Service, Pride, Integrity, Respect, Initiative, and Team-work) value
- Ensure effective management and deployment of human, financial and material resources
- Lead and coordinate City's role in local, regional, state and federal issues to further and achieve City Council's vision and goals
- Lead and coordinate proactive economic development efforts to create and maintain a dynamic city center and vital neighborhoods
- Lead and coordinate proactive and effective communications with citizens, the news media, and employees
- Coordinate activities of the Sister City Program
- Communicate the City's vision, mission and goals as well as day-to-day service information to constituents and key stakeholders.

2021 Adopted Expenditures by Category



PERFORMANCE MEASURES:

Type/Description	2019	2020	2021	2022
Workload Measures:				
• Total FTEs managed ¹	339.68	352.43	361.68	359.18
• Total expenditure budget managed (in millions of \$)	\$129.65	\$126.46	\$144.18	\$121.33
Efficiency Measures:				
• Employees per 1000 population ²	3	3	3	3
• General/Street fund budget per capita ²	\$581	\$629	\$558	\$546

1. Includes total authorized Full-Time Equivalents (FTE).

2. Population based on 2019 figures 97,840.

CITY OF FEDERAL WAY 2021/2022 BUDGET

MAYOR'S OFFICE ADMINISTRATION

Responsible Manager: *Mayor Jim Ferrell*

POSITION INVENTORY:

Positions	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	Grade
			Adopted	Adjusted	Projected			
Mayor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	61
Communications & Govt Relations Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00	37
Office Manger	1.00	1.00	1.00	-	-	-	-	36
Graphics Coordinator	0.34	0.34	0.34	0.34	0.34	0.34	0.34	33
Policy Advisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	33
Executive Assistant to Mayor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	31
Administrative Assistant	-	-	-	1.00	1.00	1.00	1.00	18
Total Regular Staffing	5.34	5.34	5.34	5.34	5.34	5.34	5.34	n/a
Change from prior year	-	-	-	-	-	-	-	n/a
Grand Total Staffing	5.34	5.34	5.34	5.34	5.34	5.34	5.34	n/a

HIGHLIGHTS/CHANGES:

The Mayor's Office Administration adopted operating budget totals \$1,354,277 in 2021 and \$1,366,244 in 2022. This is a 8.7% or \$66,992 decrease to the 2021 adopted budget from the 2020 adjusted budget. Major line items changes include:

- **Salaries & Wages** – Decrease of \$53,737 primarily due to restructuring of position office manager to executive assistant, and reduction of Covid-19 one-time help.
- **Benefits** – Decrease of \$13,235 primarily due to restructuring of position office manager to executive assistant.

REVENUE AND EXPENDITURE SUMMARY:

MAYOR'S OFFICE ADMINISTRATION – GENERAL FUND

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
36X	Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
Total Revenues:		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
Expenditure Summary:										
1XX	Salaries & Wages	452,849	445,871	454,252	505,918	505,918	452,181	460,852	(53,737)	-10.6%
2XX	Benefits	167,684	172,874	185,084	185,084	185,084	171,829	175,124	(13,255)	-7.2%
3XX	Supplies	12,097	16,448	6,070	6,070	6,070	6,070	6,070	-	0.0%
4XX	Services and Charges*	585,086	661,447	481,726	73,122	73,122	73,122	73,122	-	0.0%
Total Expenditures:		\$ 1,217,717	\$ 1,296,641	\$ 1,127,132	\$ 770,194	\$ 770,194	\$ 703,201	\$ 715,168	\$ (66,992)	-8.7%

MAYOR'S OFFICE ADMINISTRATION – PROPOSITION 1 FUND

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
31X	Taxes	\$ -	\$ -	\$ 51,076	\$ 651,076	\$ 651,076	\$ 651,076	\$ 651,076	\$ -	0.0%
Total Revenues:		\$ -	\$ -	\$ 51,076	\$ 651,076	\$ 651,076	\$ 651,076	\$ 651,076	\$ -	0.0%
Expenditure Summary:										
4XX	Services and Charges	-	-	51,076	651,076	651,076	651,076	651,076	-	0.0%
Total Expenditures:		\$ -	\$ -	\$ 51,076	\$ 651,076	\$ 651,076	\$ 651,076	\$ 651,076	\$ -	0.0%

ECONOMIC DEVELOPMENT

Responsible Manager: *Tim Johnson, Director*

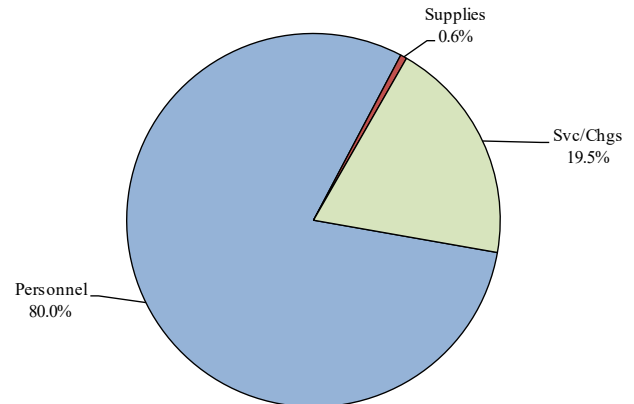
PURPOSE/DESCRIPTION:

The Department houses the City's Economic Development function. Economic Development's mission is to produce solutions to attract and retain businesses, jobs, and investments along with improving the tax base and enhancing the quality of life in Federal Way.

GOALS/OBJECTIVES:

- Promote and create a sustainable, diversified and globally focused economy.
- Help attract, expand & retain businesses, jobs and investments (new development & redevelopment) that provide employment opportunities for Federal Way residents
- Alignment of reuse of former Weyerhaeuser corporate campus to next Generation Jobs
- Build a brand to promote and enhance the image of Federal Way
- Ensure educational opportunities align with future job growth
- Formulate tools and systems to encourage entrepreneurship

2021 Adopted Expenditures by Category



2019/2020 ACCOMPLISHMENTS

- **COVID-19**
 - Prosperity Beckons, A Framework for Strategy
 - Community Continuity Taskforce
 - Business Resiliency Taskforce
 - Grant Mgmt.
 - Cares Act, (1,000 Small Business Assistance Grants)
 - King County (Financial Counseling, Re-Opening Tourism, H.E.T.T.)
 - Small Business Assistance Grant
 - Business Outreach
 - Weekly Memo & Supplemental Articles
- **LTAC**
 - Korean Sports Festival
 - Speedo Jr. National Swimming Championships
 - Digital Sign
 - TEG
 - H.E.T.T.
 - Airport Welcome Sign
- **Economic Development**
 - Business Attraction, Retention & Expansion – 700 - 800 jobs
 - Old Navy
 - Sketcher's
 - Pape Kenworth
 - National Chain
 - Consumer Credit Corp.
 - Annual Meeting: Foreign Consulates Association of Washington
 - Annual Meeting: Community Investment Connection Banks, S&L's Credit Unions and Financial Intermediaries
 - Coordinate FW Small Business Assistance Program with Highline College
 - Produce Bi-Annual Publication of Economic Development Activity Report
 - University Initiative

ECONOMIC DEVELOPMENT

Responsible Manager: *Tim Johnson, Director*

2019/2020 ACCOMPLISHMENTS

- **Redevelopment**
 - Downtown Market Analysis – Direct and e-mail campaign and website
 - Retail gap & leakage analysis
 - TC-3
 - Annual Meeting: Downtown property owners
 - Business retention/relocation dislocated by Light Rail
 - Sound Credit Union
 - Washington Federal
 - Azteca Restaurant
 - Opportunity Zone
 -

2021/2022 Goals

- **Economic Development**
 - Tech HUB
 - Expanding the Tax Base
- **Redevelopment**
 - Permanent Location for UW/Highline
 - Parking Garage, TC-3
- **LTAC**
 - Hosting NCAA Swimming Championships
 - Off Season Tourism Plan
 - Enhancing City Economy/Revenues through Tourism
- **COVID-19**
- **Other**
 - Support to City Council/Departments
 - Mission: Community Nutrition/Community Chefs
 - Legislation to Prevent Predatory Lending
 - Childcare Business
 - Internship Program

ECONOMIC DEVELOPMENT

Responsible Manager: *Tim Johnson, Director*

HIGHLIGHTS/CHANGES:

The Economic Development Division adopted operating budget totals \$366,756 in 2021 and \$284,756 in 2022. This is a 26.1% or \$129,217 decrease to the 2021 adopted budget from the 2020 adjusted budget. Major line item changes include:

- **Salaries & Wages** – Increase of \$12,940 primarily due to addition of 1.0 FTE Economic Development position, offset by the elimination of one-time salaries for Covid-19.
- **Benefits** – Decrease of \$2,157 primarily due to elimination of one-time benefits for Covid-19.
- **Services and Charges** – Decrease of \$140,000 due to elimination of airport noise study, SAMP, and university initiative one-time services.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Expenditure Summary:										
1XX	Salaries & Wages	177,272	181,831	147,132	222,132	222,132	235,072	153,072	12,940	5.8%
2XX	Benefits	41,638	42,799	60,324	60,324	60,324	58,167	58,167	(2,157)	-3.6%
3XX	Supplies	1,233	6,254	2,100	2,100	2,100	2,100	2,100	-	0.0%
4XX	Services and Charges*	59,343	109,620	206,417	211,417	211,417	71,417	71,417	(140,000)	-66.2%
Total Expenditures:		\$ 279,486	\$ 340,503	\$ 415,973	\$ 495,973	\$ 495,973	\$ 366,756	\$ 284,756	\$ (129,217)	-26.1%

POSITION INVENTORY:

Positions	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	Grade
			Adopted	Adjusted	Projected			
General Fund:								
Director-Economic Development	1.00	1.00	1.00	1.00	1.00	1.00	1.00	58i
Administrative Assistant I	-	-	-	-	-	1.00	-	18
Total General Fund:	1.00	1.00	1.00	1.00	1.00	2.00	1.00	n/a
Total Regular Staffing	1.00	1.00	1.00	1.00	1.00	2.00	1.00	n/a
Change from prior year	-	-	-	-	-	1.00	(1.00)	n/a
Grand Total Staffing	1.00	1.00	1.00	1.00	1.00	2.00	1.00	n/a

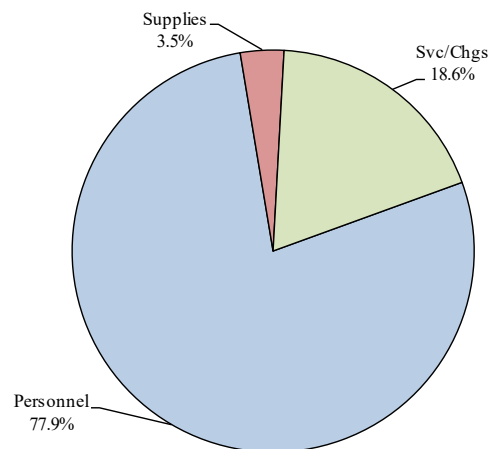
EMERGENCY MANAGEMENT

Responsible Manager: *Ray Gross, C.E.M., Emergency Manager*

PURPOSE/DESCRIPTION:

The missions of Emergency Management is to prepare the City of Federal Way and the Greater Federal Way community for natural or manmade disasters through public education, training, planning and building interagency cooperation. Ensuring the Emergency Management program stays compliant with the National Incident Management System so that the City stays eligible for Department of Homeland Security grant funding. Emergency Management also ensures that the City and the Greater Federal Way community can respond to and recover from disasters via exercises, drills, training and maintaining the emergency operations center in a state of constant readiness. Emergency Management also outreaches to the community, offering training and education materials or presentation on preparedness.

2021 Adopted Expenditures by Category



GOALS/OBJECTIVES:

Emergency Management will continue to ensure compliance with the National Incident Management System, via the Emergency Operations Plan, training and using the Incident Command System.

Continue incident response training and exercises for all staff assigned to the Greater Federal Way Emergency Operations Center.

Continue to develop relationships with the community, faith based organizations and other community service organizations in order to better prepare the community for disasters.

PERFORMANCE MEASURES:

Type/Description	2019	2020	2021	2022
Workload Measures:				
• NIMS ICS Compliance				
• Update GFW Emergency Management Plan to be NIMS compliant	1	1	1	1
• Conduct Emergency Management table top/functional exercises for staff assigned to the GFW EOC	3	1	1	3
• Conduct monthly Emergency Management oversight and planning committee meetings	11	20	24	12
Outcome Measures:				
• Number of people trained in NIMS ICS Training	30	10	10	30
• Number of table top exercises conducted	3	1	1	3
Efficiency Measures:				
• Training GFW EOC staff in NIMS ICS	100%	100%	100%	100%
• Conducting exercises and EOC activation	3	1	1	3
• Public Education and Involvement Meetings	12	1	1	6

POSITION INVENTORY:

Positions	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	Grade
			Adopted	Adjusted	Projected			
Emergency Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	50
Total Regular Staffing	1.00	1.00	1.00	1.00	1.00	1.00	1.00	n/a
Change from prior year	-	-	-	-	-	-	-	n/a
Grand Total Staffing	1.00	1.00	1.00	1.00	1.00	1.00	1.00	n/a

EMERGENCY MANAGEMENT

Responsible Manager: *Ray Gross, C.E.M., Emergency Manager*

HIGHLIGHTS/CHANGES:

The adopted operating budget totals \$208,679 in 2021 and \$208,679 in 2022. This is a 3.1% or \$6,326 increase to the 2021 adopted budget from the 2020 adjusted budget.

Major line item changes include:

- **Salaries & Wages**– Increase of \$4,584 due to scheduled step increases.
- **Services and Charges** – Increase of \$1,742 due to increases in health insurance premiums.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
33X	Intergovernmental	\$ 37,500	\$ 37,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
36X	Miscellaneous	28,000	3,476	28,000	28,000	28,000	28,000	28,000	-	0.0%
Total Revenues:		\$ 65,500	\$ 40,976	\$ 28,000	\$ 28,000	\$ 28,000	\$ 28,000	\$ 28,000	\$ -	0.0%
Expenditure Summary:										
1XX	Salaries & Wages	113,256	115,524	113,256	113,256	113,256	117,840	117,840	4,584	4.0%
2XX	Benefits	46,129	46,557	43,037	43,037	43,037	44,779	44,779	1,742	4.0%
3XX	Supplies	720	1,060	7,300	7,300	7,300	7,300	7,300	-	0.0%
4XX	Services and Charges	37,500	37,500	38,760	38,760	38,760	38,760	38,760	-	0.0%
Total Expenditures:		\$ 197,605	\$ 200,641	\$ 202,353	\$ 202,353	\$ 202,353	\$ 208,679	\$ 208,679	\$ 6,326	3.1%

HUMAN RESOURCES

Responsible Manager: *Jean Stanley, Manager*

PURPOSE/DESCRIPTION:

This program provides management, administration, and coordination of the City's human resources functions and support of organizational development. The purpose of the program is to maintain a fair and equitable human resource management system by balancing the needs of employees and the City, and to ensure compliance with applicable rules and regulations.

In addition, the division provides the support services of city-wide purchasing business cards and stationery, coordination of the Safety Committee, Federal Way Retirement System Board, Civil Service and worker's compensation claims processing.

GOALS/OBJECTIVES:

- Balance fiscal stewardship with employee welfare.
- Attract and retain a highly qualified, diverse workforce.
- Foster amicable employee/labor relations.
- Promote employee wellness, safety, productivity, and high performance.
- Ensure compliance with laws and regulations.
- Maintain consistency and fairness when implementing policy, decisions, and direction.

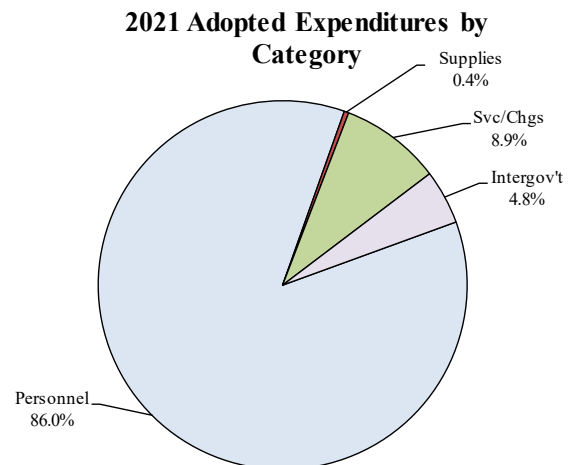
PERFORMANCE MEASURES:

Type/Description	2019	2020*	2021	2022
Workload Measures:				
• Number of employee applications processed	1,451	650	1,500	1,500
• Number of Public Safety Testing applications processed	528	450	500	500
• Number of recruitments coordinated	78	50	65	65
• Number of training hours provided	714	120	500	700
• Number of Wellness Your Way Accounts Managed	432	420	430	430
• Number of Onsite Biometric Participants	277	210	280	280
Outcome Measures:				
• % new employee orientations given in 3 days of employment	100%	100%	100%	100%
• Percent exit interviews completed	100%	100%	100%	100%
• Employee turnover rate	14%	14%	14%	14%
• Percent of minority employees in City workforce	25%	24%	25%	25%
• Worker's compensation experience factor	.9057	.8107	.8107	.8107

*2020 Numbers lower due to COVID-19

POSITION INVENTORY:

Positions	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	Grade
			Adopted	Adjusted	Projected			
Human Resources Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	54a
Human Resources Analyst	2.00	2.00	2.00	2.00	2.00	2.00	2.00	37
Diversity, Equity, Inclusion Coordinator	-	-	-	-	-	0.50	-	43
Administrative Assistant I	0.50	0.50	0.50	0.50	0.50	0.50	0.50	18
Total Regular Staffing	3.50	3.50	3.50	3.50	3.50	4.00	3.50	n/a
Change from prior year	-	-	-	-	-	0.50	(0.50)	n/a
Grand Total Staffing	3.50	3.50	3.50	3.50	3.50	4.00	3.50	n/a



HUMAN RESOURCES

Responsible Manager: *Jean Stanley, Manager*

HIGHLIGHTS/CHANGES:

The Human Resource Division's adopted operating budget totals \$597,932 in 2021 and \$536,319 in 2022. This is a 7.8% or \$43,051 increase to the 2021 adopted budget from the 2020 adjusted budget. Major line item changes include:

- **Salaries & Wages** - Increase of \$85,574 primarily due to the addition of 0.50 FTE Diversity, Equity, Inclusion Coordinator, and scheduled step increases.
- **Benefits** – Decrease of \$2,523 primarily due to a change of benefits for employees in the division.
- **Services and Charges** – Decrease of \$40,000 primarily due to elimination of one-time salary study services.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2018	2019	2020			2021	2022	21 Adopted - 20 Adj	
		Actual	Actual	Adopted	Adjusted	Projected			Adopted	Adopted
Revenue Summary:										
36X	Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	n/a
Total Revenues:		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
Expenditure Summary:										
1XX	Salaries & Wages	295,082	303,091	306,936	306,936	306,936	392,510	328,588	85,574	27.9%
2XX	Benefits	108,851	115,292	124,127	124,127	124,127	121,604	123,913	(2,523)	-2.0%
3XX	Supplies	1,922	5,613	2,370	2,370	2,370	2,370	2,370	-	0.0%
4XX	Services and Charges	51,856	83,421	52,998	92,998	92,998	52,998	52,998	(40,000)	-43.0%
5XX	Intergovernmental	21,079	14,298	28,450	28,450	28,450	28,450	28,450	-	0.0%
Total Expenditures:		\$ 478,791	\$ 521,715	\$ 514,881	\$ 554,881	\$ 554,881	\$ 597,932	\$ 536,319	\$ 43,051	7.8%

CITY CLERK

Responsible Manager: *Stephanie Courtney*

PURPOSE/DESCRIPTION:

The City Clerk's function is to act as the clerk of the Council for all City Council Meetings; prepare Council meeting agendas, materials, and official minutes; maintain an effective records retention/destruction schedule for all city records per State guidelines; administer requests for public documents in accordance with the Public Disclosure Act; maintain and update information about the City, Council, and Council-appointed Commissioners/Committees; coordination of Commission/Board vacancy and appointment process; administer Oaths of Office to Elected Officials; Prepare and ensure timely publication of Public Notices; maintain the official City records and files, including Ordinances, Resolutions, and Contracts/Agreements; coordination of the City's Land Use Hearing Examiner program; Enforce Business Licensing regulations; perform Notary Public services; and complete all other special projects as assigned.

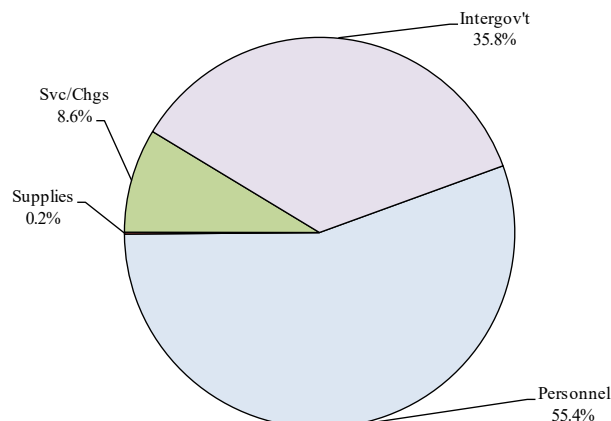
GOALS/OBJECTIVES:

- Ensure smooth proceedings of City Council Regular and Special Meetings
- Provide consistent and accountable customer service to citizens, Councilmembers, and city staff by identifying opportunities to extend and improve services to meet the changing needs of our community
- Facilitate the disclosure of public records in an open, timely, and transparent manner
- Enable citizens to actively engage through involvement and participation in public meetings
- Revise internal workflow procedures to reduce the need for unnecessary paper duplication of City Council meeting materials
- Increase online subscriptions to council meeting agendas and automatic notifications of public meetings

PERFORMANCE MEASURES:

Type/Description	2019	2020	2021	2022
Workload Measures:				
• Number of Agenda Bills submitted to City Council	304	312	300	300
• Number of Legal Notices prepared and published annually	23	27	25	25
• Number of Council Agendas prepared and published annually	54	47	45	45
• Number of Ordinances processed annually	21	22	25	25
• Number of Resolutions processed annually	29	28	20	20
• Number of City Agreements processed annually	286	982	300	300
• Number of City Meetings noticed per the Open Public Meetings Act	250	238	250	250
• Number of Appointments made to Citizen Commissions/Committees	45	40	40	40
• Number of Hearing Examiner Public Hearings coordinated and supervised	4	5	10	10
• Number of Public Record Requests processed	555	364	375	375
• Number of Notarial Acts performed	44	74	100	100
• Number of Boxes of Records which met retention that were destroyed or transferred to State Archivist	125	160	175	175
Outcome Measures:				
• Percent of agenda packets delivered to Council four days prior to meetings	100%	100%	100%	100%
• Percent of meeting agendas published more than 24 hours prior to meetings	100%	100%	100%	100%
• Percent of Public Records Requests acknowledged and processed within the 5 day requirement per RCW	100%	100%	100%	100%
• Percent of ordinances and resolutions processed within 6 working days.	100%	100%	100%	100%
• Percent of City agreements processed within 6 working days	100%	100%	100%	100%

2021 Adopted Expenditures by Category



CITY CLERK

Responsible Manager: *Stephanie Courtney*

POSITION INVENTORY:

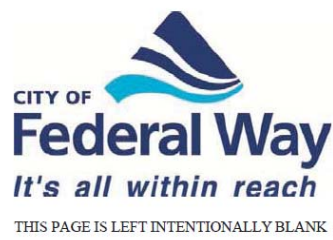
Positions	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	Grade
			Adopted	Adjusted	Projected			
City Clerk	1.00	1.00	1.00	1.00	1.00	1.00	1.00	50
Deputy City Clerk	1.00	1.00	1.00	1.00	1.00	1.00	1.00	36a
Administrative Assistant I	0.50	0.50	0.50	0.50	0.50	0.50	0.50	18
Total Regular Staffing	2.50	2.50	2.50	2.50	2.50	2.50	2.50	n/a
Change from prior year	-	-	-	-	-	-	-	n/a
Grand Total Staffing	2.50	2.50	2.50	2.50	2.50	2.50	2.50	n/a

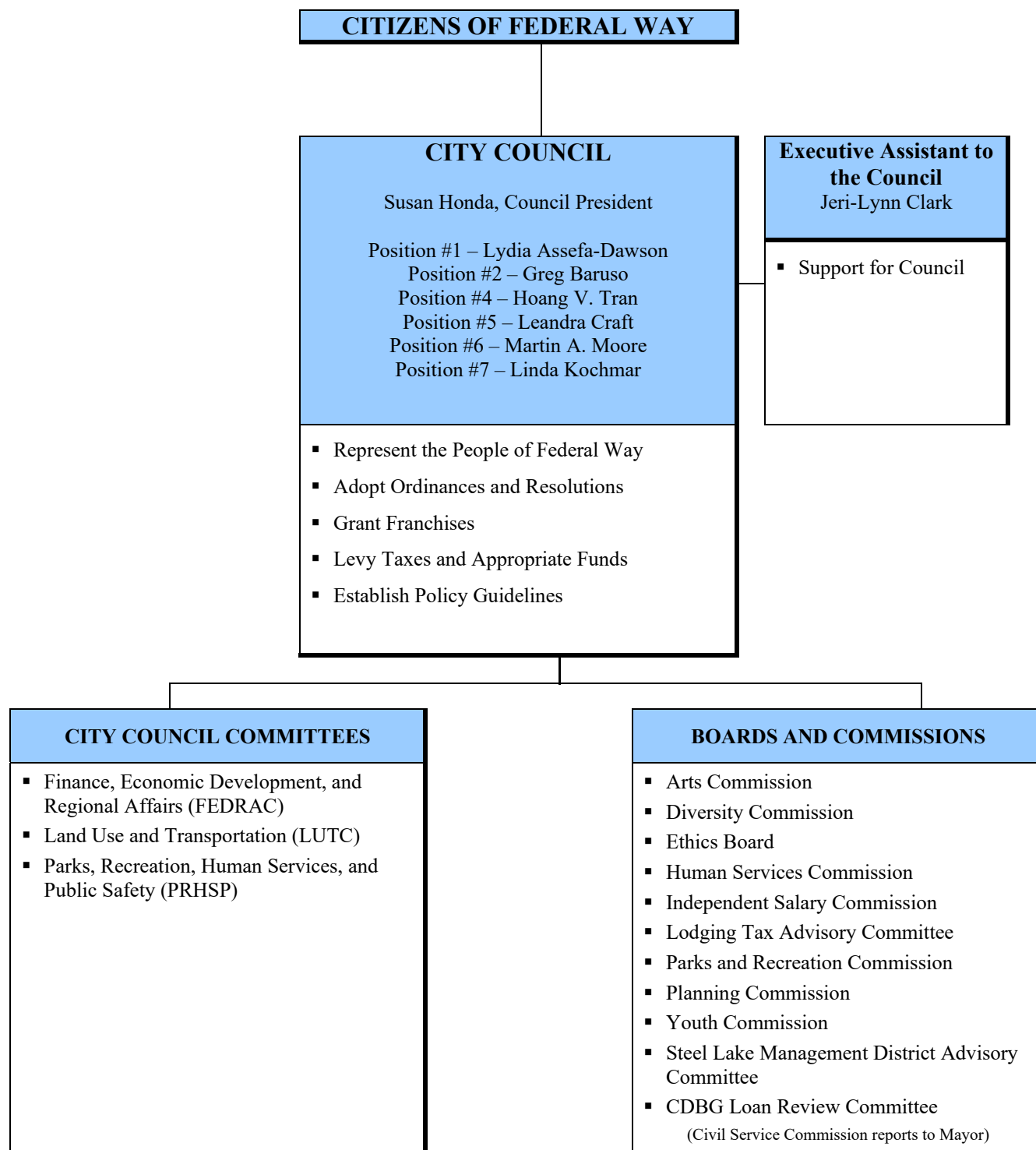
The City Clerk's adopted operating budget totals \$558,912 in 2021 and \$560,410 in 2022. This is a 8.7% or \$44,928 increase to the 2021 adopted budget from the 2020 adjusted budget. Major line item changes include:

- **Salaries & Wages** – Increase of \$36,495 primarily due to scheduled step increases.
- **Benefits** – Increase of \$8,433 due to increased health insurance premiums.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Proposed - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Expenditure Summary:										
1XX	Salaries & Wages	191,354	207,020	187,983	187,983	187,983	224,478	225,564	36,495	19.4%
2XX	Benefits	71,776	79,710	76,869	76,869	76,869	85,302	85,714	8,433	11.0%
3XX	Supplies	995	679	750	750	750	871	871	121	16.1%
4XX	Services and Charges	32,924	74,903	48,382	48,382	48,382	48,261	48,261	(121)	-0.3%
5XX	Intergovernmental	202,865	229,951	200,000	200,000	200,000	200,000	200,000	-	0.0%
Total Expenditures:		\$ 499,915	\$ 592,263	\$ 513,984	\$ 513,984	\$ 513,984	\$ 558,912	\$ 560,410	\$ 44,928	8.7%





CITY COUNCIL

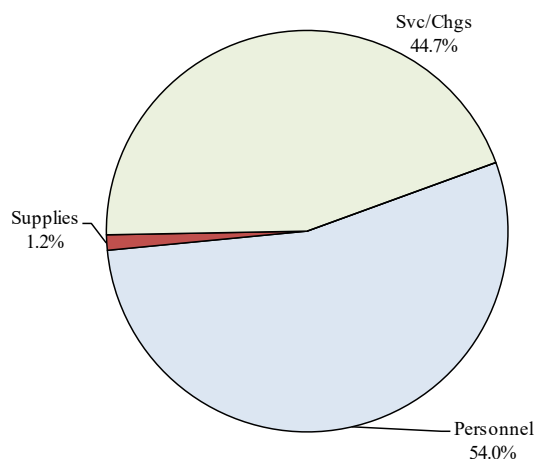
Responsible Manager: *Council President Susan Honda*

PURPOSE/DESCRIPTION:

The City Council is the seven-member legislative branch of city government elected by and representing the people of Federal Way. Council Members elect one of their members as the Council President and the Mayor is elected by Federal Way residents. The City Council is the policy determining body of the City and exercises all legislative powers authorized under the State Constitution which are not specifically denied by State law, including adoption of ordinances, levying of taxes, and appropriation of funds.

The Federal Way City Council meetings are held the first and third Tuesday of each month at 6:30 p.m. Public comments are welcome at the beginning of each meeting. The Council has three working committees: Finance, Economic Development and Regional Affairs Committee; Land Use and Transportation Committee; and the Parks, Recreation, Human Services and Public Safety Committee. The Council President appoints committee chairs every two years. All committee meetings are open to the public.

2021 Adopted Expenditures by Category



GOALS/OBJECTIVES:

- Integrate the public safety strategy into all facets of City operations, building on a strong community-based approach.
- Create a multi-use urban city center that is pedestrian friendly, linked to neighborhoods and parks, and services as the social and economic hub of the City.
- Establish Federal Way as an economic leader and job center in South King County by attracting a regional market for high quality office and retail businesses.
- Maintain the capital facilities plan and provide financing options for transportation and surface water improvements, parks, recreation, cultural arts and public facilities.
- Ensure a responsive service culture within the City organization where employees listen carefully, treat citizens and each other respectfully and solve problems creatively, efficiently, and proactively.
- Position Federal Way as a regional leader by working collaboratively with other local and regional jurisdictions in order to leverage resources.
- Increase sustainable revenue streams to fully fund the city budget, programs and infrastructure.
- Address public safety issues for residents and businesses.
- City government will develop a plan to realize our 2030 vision of becoming a tech hub.
- Develop a plan to address and prevent homelessness and related issues.
- Develop a plan to site the OMF at the Midway landfill in coordination with South King County Cities.

POSITION INVENTORY:

Positions	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	Grade
			Adopted	Adjusted	Projected			
Council President	-	-	-	0.50	0.50	0.50	0.50	01c
Deputy Mayor	0.50	0.50	0.50	-	-	-	-	01c
Council Member*	3.00	3.00	3.00	3.00	3.00	3.00	3.00	01a
Executive Assistant to Council	0.70	0.70	0.70	0.70	0.70	0.70	0.70	31a
Total Regular Staffing	4.20	4.20	4.20	4.20	4.20	4.20	4.20	n/a
Change from prior year		-	-	-	-	-	-	n/a
Grand Total Staffing	4.20	4.20	4.20	4.20	4.20	4.20	4.20	n/a

CITY COUNCIL

Responsible Manager: *Council President Susan Honda*

HIGHLIGHTS/CHANGES:

The City Council's adopted operating budget totals \$525,655 in 2021 and \$530,695 in 2022. This is a 3.4% or \$17,443 increase to the 2021 adopted budget from the 2020 adjusted budget. Major line item changes include:

- **Salaries & Wages:** Decrease of \$12,918 due to allocating a portion of salaries of Executive Assistant to Community Development Services.
- **Benefits:** Increase of \$30,361 due to increased health insurance premiums.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2018	2019	2020			2021	2022	21 Adopted - 20 Adj	
		Actual	Actual	Adopted	Adjusted	Projected	Adopted	Adopted	\$ Chg	% Chg
Expenditure Summary:										
1XX	Salaries & Wages	150,022	155,613	173,502	178,070	178,070	165,152	168,512	(12,918)	-7.3%
2XX	Benefits	89,123	91,709	88,486	88,486	88,486	118,847	120,527	30,361	34.3%
3XX	Supplies	6,798	5,947	6,537	6,537	6,537	6,537	6,537	-	0.0%
4XX	Services and Charges	159,198	168,896	177,638	235,118	235,118	235,118	235,118	-	0.0%
Total Expenditures:		\$ 405,140	\$ 422,165	\$ 446,163	\$ 508,211	\$ 508,211	\$ 525,655	\$ 530,695	\$ 17,443	3.4%

COUNCIL COMMITTEES ROLES AND RESPONSIBILITIES

FINANCE, ECONOMIC DEVELOPMENT, AND REGIONAL AFFAIRS COMMITTEE:

The Council's Finance, Economic Development, and Regional Affairs Committee (FEDRAC) reviews issues and policies related to: the City's budget and fiscal affairs; financial operations; economic development activities; and legislative & regional relations. Items considered by FEDRAC on a regular basis are: county, state, and federal legislative issues; franchise agreements; equipment purchases; redevelopment efforts; economic development strategies; and financial reports. The City's Lodging Tax Advisory Committee reports to FEDRAC. Committee Members serving for 2021 are: Councilmember Hoang Tran (Chair), Councilmember Leandra Craft and Councilmember Linda Kochmar.

Meetings are held the 4th Tuesday of each month at 5:00 p.m. in the Hylebos Conference Room (2nd Floor, next to Council Chambers) unless otherwise noted. Although the meetings are not televised, audio recordings can be downloading by visiting the City's website at www.cityoffederalway.com.

LAND USE AND TRANSPORTATION COMMITTEE:

The Council's Land Use Transportation Committee (LUTC) considers all zoning, planning, and transportation-related policies and issues. Items typically reviewed by the Committee include: comprehensive plan amendments; zoning designation changes/variances; design guideline changes; any change in City code governing land use and development; and all surface water and transportation project related design, construction and funding. The Planning Commission reports to LUTC. Committee members for 2021 are: Councilmember Greg Baruso (Chair), Councilmember Hoang Tran, and Councilmember Martin Moore.

Meetings are held on 1st Monday of each month at 5:00 PM in the Council Chambers at City Hall, unless otherwise noted.

PARKS, RECREATION, HUMAN SERVICES, AND PUBLIC SAFETY COMMITTEE:

The Parks, Recreation, Human Services and Public Safety Committee (PRHSPS) reviews issues related to these particular areas: development and construction of parks and other city facilities; human services; diversity; and public safety issues. The City's Arts, Diversity, Human Services, Parks & Recreation, and Youth Commissions all report to PRHSPS. Committee members for 2020 are: Councilmember Linda Kochmar (Chair), Councilmember Lydia Assefa-Dawson and Councilmember Greg Baruso.

Meetings are held the 2nd Tuesday of each month at 5:00 PM in the Hylebos Conference Room at City Hall, unless otherwise noted.

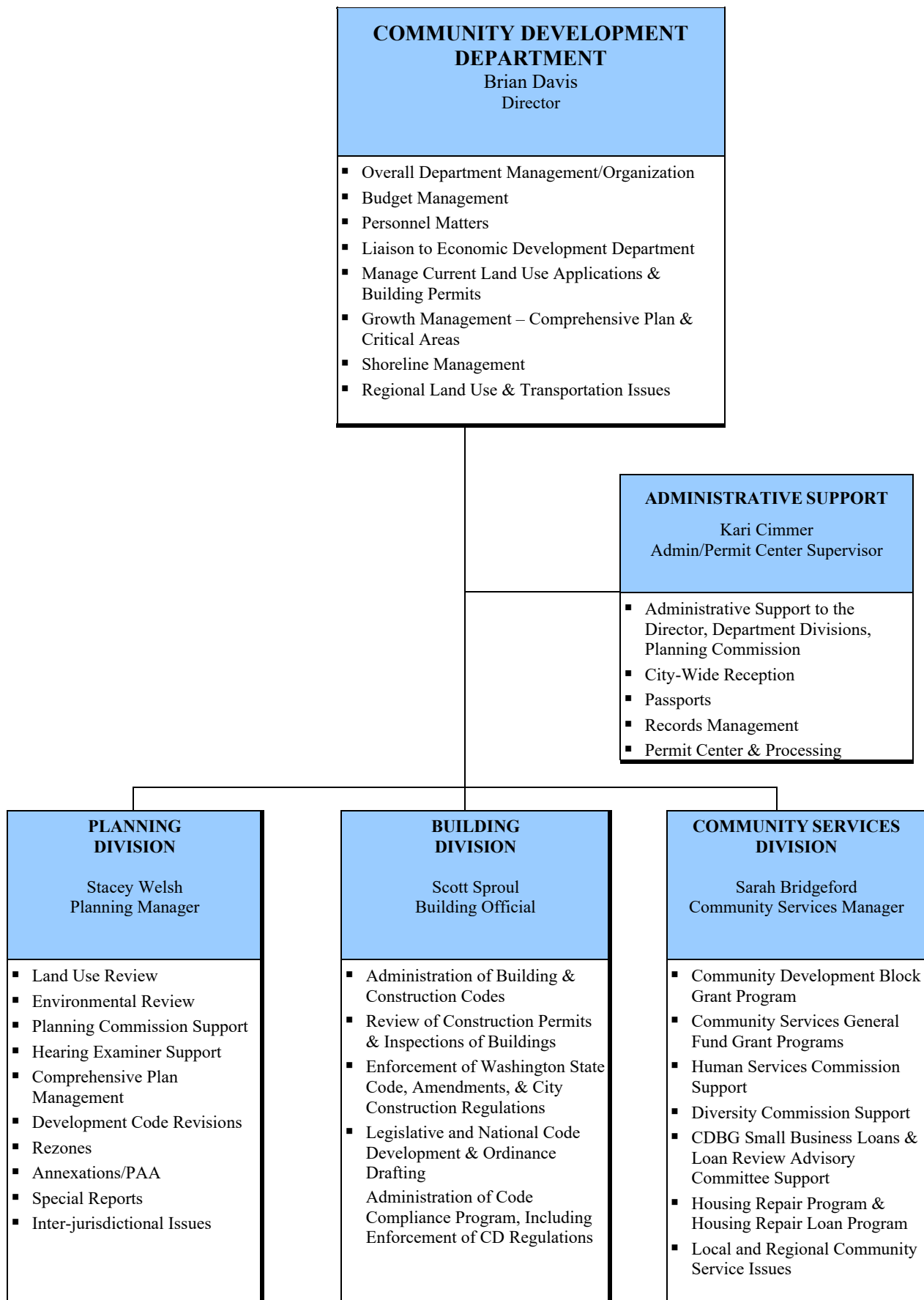
LODGING TAX ADVISORY COMMITTEE:

The Lodging Tax Advisory Committee (LTAC) advises the City Council on the allocation of lodging tax revenue for programs and activities that will encourage tourism in Federal Way.

The membership of the LTAC is appointed by the City Council and consists of up to seven members: one member is an elected official of the city who serves as the chair; three members are representatives of businesses required to collect the tax; and three members are persons involved in activities authorized to be funded by revenue received from the tax. Committee members for 2020 are: Lydia Assefa-Dawson Councilmember, Chair, Mike Dunwiddie, King County Aquatic Center, Madalena Miller, Seattle/Federal Way Marriott Courtyard, Joann Piquette, Federal Way Coalition of the Performing Arts, Vickie Molzer, Seattle/Federal Way Hampton Inn, Brian Hoffman, General Manager PAEC, Pending hotel representative appointment.

Meetings are held the 2nd Wednesday of each month at 10:00 AM in the Hylebos Conference Room at City Hall, unless otherwise noted.

Currently due to COVID-19 all Council and Council committee meetings are conducted via zoom. The zoom information is provided on the City's website with the agenda and meeting announcement.



COMMUNITY DEVELOPMENT DEPARTMENT OVERVIEW

Responsible Manager: *Brian Davis*

2019/2020 ACCOMPLISHMENTS

- In response to COVID, transitioned all customer services from in-person to no-contact exchanges
- Transformed all permit and grant applications from paper to 100 percent digital within three weeks, a project originally scheduled over a two-year period
- Managed a 41 percent increase in phone, email, and walk-in customer traffic from 13,143 in 2019 to 18,521 in 2020
- Initiated transition to MyBuildingPermit, an online program that will facilitate a smoother intake of permit applications
- Prepared for downtown light rail station with the permitted demolition of buildings between 21st Avenue S and 23rd Avenue S
- Continued partnership with Sound Transit in the planning and development of three major transit projects: Federal way Link Extension, Tacoma Dome Link Extension, and the siting of an Operations and Maintenance Facility in South King County
- Amended Comprehensive Plan for the realignment of S 324th to reduce future construction cost by \$7 million and to accommodate 1,000 jobs to the City
- Annexed 21 acres at the northeast quadrant of the S 320th/I-5 interchange
- Updated code amendments for housekeeping purposes, to respond to legislative changes, and to adjust to local needs, such as revising the cottage housing development standards
- Initiated Housing Action Plan, an effort that will identify future housing needs and regulatory barriers that prevent a balanced housing mix
- Completed essential rehabilitation of an affordable housing complex in north Federal Way providing more secure housing to 86 Federal Way households and bringing the units into compliance
- Implemented the 2019/2020 Housing Repair Program serving six households to date
- Awarded and administered \$1,072,000 in Human Services General Fund grants for 43 programs serving over 50,000 Federal Way residents in 2019; the number is duplicated, meaning a person may access multiple services across multiple agencies as they try to meet their goals and needs
- Completed the planning process for the 5-year Community Development Block Grant (CDBG) Consolidated Plan concurrently with the 2019 Community Needs Assessment to guide City investments in social services
- Implemented a Grantmaking with an Equity Lens evaluation review and training with Human Services Commission to use in making funding recommendations for 2021 and 2022
- Grew the annual Flavor of Federal Way event in 2019 and the Diversity Commission adapted the 2020 event in light of COVID-19
- Designed and implemented severe weather shelter
- Implemented one-time grant applications and programs to address homelessness, afterschool needs, and respond to COVID-19.
- In partnership with the IT Department, launched Eyes on Federal Way, an online customer portal that allows residents to submit complaints and monitor their status

2021/2022 ANTICIPATED KEY PROJECTS

- Support economic development projects in the City Center and throughout the City
- Make significant progress on long list of code amendments identified in the adopted Planning Commission Work Program
- Support major redevelopment projects in the City Center and in neighborhoods as the economy recovers from the COVID pandemic
- Initiate planning study for downtown
- Continue process code amendments with a focus on economic development
- Continue to improve the development process with timely land use and permit review and issuance
- Continue implementation of CDBG and Human Services General Fund programs, including monitoring of contracts of funded human service agencies
- Continue to work on local and regional efforts to address housing and human service needs
- Develop and submit to HUD the required 2021 and 2022 CDBG Annual Action Plans
- Achieve HUD recognition for the city's grant program and properly administer the federal CDBG rules and regulations for the grants received
- Improve the Community Services grant application processes and management using the established, on-line system
- Continue evaluation to make improvements to the Human Services Grant application and award process, criteria, and management system
- Expand resources and technical assistance available for community-based organizations that receive or are interested in applying for City grant funds
- Continue implementation of and ongoing work of Grantmaking with an Equity Lens to ensure equitable access to grant funds by agencies and residents
- Continue support and implementation of COVID-19 response and recovery for social services
- Complete and implement Housing Action Plan including code amendments that remove regulatory barriers preventing a balanced housing mix
- Adopt new Building Code, including requirements that improve energy conservation in newly constructed buildings
- Develop, administer and enforce International Codes for plan review, construction, and inspection
- Manage increased volume of complaints submitted through the new Eyes on Federal Way online customer portal
- Continue to work closely with and partner with South King Fire and Rescue in order to provide fire prevention plan review

COMMUNITY DEVELOPMENT DEPARTMENT OVERVIEW

Responsible Manager: *Brian Davis, Director*

DEPARTMENT POSITION INVENTORY:

Positions	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	Grade
			Adopted	Adjusted	Projected			
General Fund:								
Director-Community Development	1.00	1.00	1.00	1.00	1.00	1.00	1.00	58C
Building Official	1.00	1.00	1.00	1.00	1.00	1.00	1.00	52
Planning Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	49
Community Services Manager	0.72	0.72	0.72	0.72	0.72	0.72	0.72	47
Principal Planner	1.00	1.00	1.00	1.00	1.00	1.00	1.00	44
Plans Examiner	1.00	1.00	1.00	1.00	1.00	1.00	1.00	42
Senior Planner	2.00	2.80	2.80	1.80	1.80	1.80	1.80	41
Combination Electrical/Bldg Inspector/Plans Examiner	1.00	1.00	3.00	1.00	1.00	1.00	1.00	40
Inspector/Plans Examiner	2.00	2.00	1.00	2.00	2.00	2.00	2.00	39
Code Compliance Officer (1.0 FTE Prop 1 funded)	2.00	2.00	2.00	2.00	2.00	2.73	2.73	36
Associate Planner*	2.00	2.00	2.00	3.00	3.00	2.00	2.00	35
CDBG Coordinator	0.83	0.83	0.83	0.83	0.83	0.83	0.83	35
Permit Center Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	32
Executive Assistant to Council	-	-	-	-	-	0.15	0.15	30
Lead Development Specialist	1.00	1.00	-	1.00	1.00	1.00	1.00	29
Administrative Assistant II	1.00	1.00	1.00	1.00	1.00	1.00	1.00	25
Development Specialist	1.00	1.00	3.00	1.00	1.00	1.00	1.00	24
Permit Center Technician	0.90	0.90	-	0.90	0.90	0.90	0.90	23
Administrative Assistant I	-	-	0.90	1.00	1.00	1.00	1.00	18
Office Technician II	1.00	0.68	1.00	0.68	0.68	0.68	0.68	14
Graffiti Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12
Total General Fund:	22.45	22.93	25.25	23.93	23.93	23.81	23.81	n/a
CDBG Fund								
Community Services Manager	0.28	0.28	0.28	0.28	0.28	0.28	0.28	47
Code Compliance Officer	1.00	1.00	1.00	1.00	1.00	0.27	0.27	36
Recreation Coordinator	0.50	0.50	0.50	0.50	0.50	0.50	0.50	33
CDBG Coordinator	0.17	0.17	0.17	0.17	0.17	0.17	0.17	31
Executive Assistant to Council	0.30	0.30	0.30	0.30	0.30	0.15	0.15	31a
Total CDBG:	2.25	2.25	2.25	2.25	2.25	1.37	1.37	n/a
Total Regular Staffing	24.70	25.18	27.50	26.18	26.18	25.18	25.18	n/a
Change from prior year	-	0.48	2.32	(1.33)	0.00	(1.00)	-	n/a
Grand Total Staffing	24.70	25.18	27.50	26.18	26.18	25.18	25.18	n/a

*The 1.0 FTE decrease to the 2021 adopted budget from the 2020 adjusted budget is due to the elimination of 1.0 FTE Associate Planner. This position was vacant, and \$100,000 was added in the 2021 budget for a consultant for planning services.

COMMUNITY DEVELOPMENT DEPARTMENT OVERVIEW

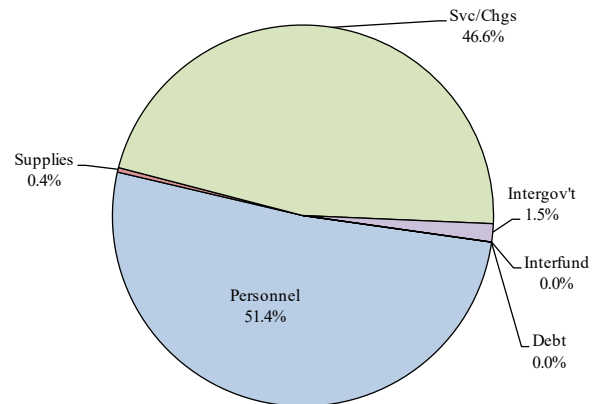
Responsible Manager: *Brian Davis, Director*

PURPOSE/DESCRIPTION:

The mission of the Community Development Department is to help maintain and improve the quality of life in Federal Way by managing and fostering the safe, orderly, and beneficial development and implementation of land use, building construction, code enforcement, and community services programs with the input from Federal Way's citizens and within the policy framework provided by the City Council.

The Community Development Department is organized into four divisions. ¹ The Administrative Division provides the overall management of the department and supports the Planning Commission. ² The Planning Division administers and enforces land use, subdivision, and environmental codes and policies. In addition, the division performs long-range planning and policy work, including comprehensive plan updates and amendments, code revisions, and annexations, as well as subarea and/or special planning projects. The division also supports the Planning Commission. ³ The Building Division administers and enforces building codes for construction, mechanical, electrical, plumbing, and signs, including plan review and inspection. In addition, through code compliance, it enforces land use and building code provisions to abate illegal and/or nuisance conditions throughout the city. ⁴ The Community Services Division assists our community with providing funding and support for critical services for low- and moderate income citizens, including administration and operation of the Home Repair Program and Commercial Loan Program. Additionally, the division supports the Human Services Commission and Diversity Commission.

2021 Adopted Expenditures by Category



GOALS/OBJECTIVES:

- Ensure that planning efforts and the regulatory environment provide for a balance between protection of the environment and neighborhoods and accommodating new development to house a growing population and jobs
- Strengthen human service agencies and the social wellbeing and economic health of the community by administering and monitoring grants as a CDBG direct-entitlement city

DEPARTMENT SUMMARY:

Code	Item	2018	2019	2020			2021	2022	21 Adopted - 20 Adj	
		Actual	Actual	Adopted	Adjusted	Projected	Adopted	Adopted	\$ Chg	% Chg
Revenue Summary:										
31X	Taxes	\$ 90,001	\$ 96,088	\$ 95,218	\$ 95,218	\$ 95,218	\$ 103,811	\$ 109,114	\$ 8,593	9.0%
32X	Licenses and Permits	1,443,595	2,956,511	1,526,890	1,573,987	1,573,987	1,650,116	1,683,108	76,129	4.8%
33X	Intergovernmental	782,478	815,082	668,900	1,836,630	1,836,630	1,843,010	758,323	6,380	0.3%
34X	Charges for Services	1,151,730	1,525,921	849,873	623,480	623,480	850,664	867,418	227,184	36.4%
35X	Fines and Penalties	70	64,000	-	3,788	3,788	13,583	13,585	9,795	258.6%
36X	Miscellaneous	8,584	107,892	-	106,875	106,875	3,678	3,752	(103,197)	-96.6%
Total Revenues:		\$ 3,476,458	\$ 5,565,494	\$ 3,140,880	\$ 4,239,977	\$ 4,239,977	\$ 4,464,862	\$ 3,435,299	\$ 224,884	5.3%
Expenditure Summary										
71	Administration	427,196	482,748	431,001	498,543	498,543	498,102	503,605	(441)	-0.1%
73	Planning	782,788	907,030	867,628	766,844	766,844	891,329	804,333	124,484	16.2%
74	Building	1,075,971	1,156,594	1,235,448	1,507,660	1,507,660	1,362,610	1,375,165	(145,049)	-9.6%
83	Community Services	760,398	871,103	844,805	1,153,524	1,153,524	967,372	975,180	(186,152)	-16.1%
Subtotal GF Operating Exp.:		\$ 3,046,354	\$ 3,417,475	\$ 3,378,882	\$ 3,926,571	\$ 3,926,571	\$ 3,719,412	\$ 3,658,283	\$ (207,159)	-5.3%
Non-General Fund Operating Expenditure Summary:										
114	Prop 1 Fund	90,001	96,088	95,218	95,218	95,218	103,811	109,114	8,593	9.0%
119	Comm Dev Block Grant	780,865	796,486	685,263	1,850,663	1,850,663	1,843,010	758,323	(7,653)	-0.4%
Subtotal Non-GF Oper. Exp.:		\$ 870,866	\$ 892,574	\$ 780,481	\$ 1,945,881	\$ 1,945,881	\$ 1,946,821	\$ 867,436	\$ 940	0.0%
Total Expenditures:		\$ 3,917,219	\$ 4,310,048	\$ 4,159,363	\$ 5,872,452	\$ 5,872,452	\$ 5,666,233	\$ 4,525,719	\$ (206,218)	-3.5%

COMMUNITY DEVELOPMENT DEPARTMENT OVERVIEW

Responsible Manager: *Brian Davis, Director*

HIGHLIGHTS/CHANGES:

The Department of Community Development overall adopted operating budget totals \$5,666,233 in 2021 and \$4,525,719 in 2022. This is a 3.5% or \$206,218 decrease to the 2021 adopted budget from the 2020 adjusted budget. This overview includes the General Fund, the Proposition 1 Fund, and the Community Development Block Grant Fund.

Major line item changes include:

- **Salaries & Wages/Benefits** – Net Decrease of \$74,381 due to the reduction of 1.0 FTE vacant Associate Planner, offset by increases in Associate Planner, Senior Planner, Principal Planner, and Planning Manager positions in 2020.
- **Services and Charges** – Increase of \$75,187 due to adding a consultant for planning services.
- **Debt** – Decrease of \$197,670 due to moving Section 108 loan payments to the Debt Service Fund.

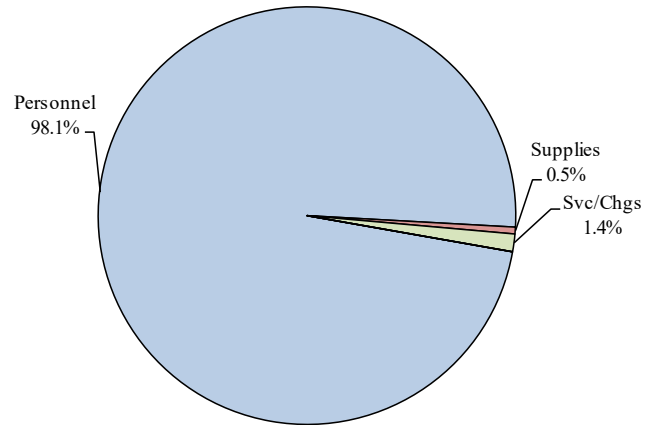
REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2018	2019	2020			2021	2022	21 Adopted - 20 Adj	
		Actual	Actual	Adopted	Adjusted	Projected	Adopted	Adopted	\$ Chg	% Chg
Revenue Summary:										
31X	Taxes	\$ 90,001	\$ 96,088	\$ 95,218	\$ 95,218	\$ 95,218	\$ 103,811	\$ 109,114	\$ 8,593	9.0%
32X	Licenses and Permits	1,443,595	2,956,511	1,526,890	1,573,987	1,573,987	1,650,116	1,683,108	76,129	4.8%
33X	Intergovernmental	782,478	815,082	668,900	1,836,630	1,836,630	1,843,010	758,323	6,380	0.3%
34X	Charges for Services*	1,151,730	1,525,921	849,873	623,480	623,480	850,664	867,418	227,184	36.4%
35X	Fines and Penalties	70	64,000	-	3,788	3,788	13,583	13,585	9,795	258.6%
36X	Miscellaneous	8,584	107,892	-	106,875	106,875	3,678	3,752	(103,197)	-96.6%
Total Revenues:		\$ 3,476,458	\$ 5,565,494	\$ 3,140,880	\$ 4,239,977	\$ 4,239,977	\$ 4,464,862	\$ 3,435,299	\$ 224,884	5.3%
Expenditure Summary:										
1XX	Salaries and Wages	1,915,099	2,098,647	2,090,915	2,097,337	2,097,337	2,119,159	2,156,170	21,822	1.0%
2XX	Benefits	748,740	778,344	848,949	892,124	892,124	795,920	807,974	(96,203)	-10.8%
3XX	Supplies	10,430	20,215	21,800	21,800	21,800	21,800	21,800	-	0.0%
4XX	Services and Charges	936,797	1,092,264	900,995	2,566,817	2,566,817	2,642,004	1,452,425	75,187	2.9%
5XX	Intergovernmental	80,064	88,591	87,350	87,350	87,350	87,350	87,350	-	0.0%
7XX	Debt Service-Principal	159,000	159,000	150,000	150,000	150,000	-	-	(150,000)	-100.0%
8XX	Debt Service-Interest	67,090	72,988	50,000	47,670	47,670	-	-	(47,670)	-100.0%
9XX	Internal Service/Other	-	-	9,354	9,354	9,354	-	-	(9,354)	-100.0%
Total Expenditures:		\$ 3,917,219	\$ 4,310,048	\$ 4,159,363	\$ 5,872,452	\$ 5,872,452	\$ 5,666,233	\$ 4,525,719	\$ (206,218)	-3.5%

*Sound Transit fees account for a portion of the increase in charges for services.

COMMUNITY DEVELOPMENT ADMINISTRATION**Responsible Manager: *Brian Davis, Director*****PURPOSE/DESCRIPTION:**

The mission of the Administrative Division work team is to strive together to provide friendly, courteous, and thorough services to our external and internal customers in a timely and efficient manner. The division coordinates staff support throughout the department, organizes the department's resources, and facilitates communication. Overall department management is provided by the Director of Community Development. The division provides office support to the department in the areas of word processing, records maintenance, training, personnel, supplies, and scheduling. In addition, the division provides the city-wide receptionist and is a passport acceptance facility. The division also provides support to the Planning Commission. The primary goal is to provide high-quality customer service to citizens, businesses, public agencies, other city departments, and departmental staff.

2021 Adopted Expenditures by Category**GOALS/OBJECTIVES:**

- Provide a work environment within the department that encourages creativity and longevity.
- Participate in regional and legislative discussions regarding planning, building, and community services.
- Work with division managers to improve quality, efficiency, and effectiveness of customer service.
- Provide quality administrative services to assist department and city staff in providing superior public service.
- Provide quality records management through implementation of the Washington State Records Retention Schedule.

PERFORMANCE MEASURES:

Type/Description	2019	2020	2021	2022
Workload Measures:				
• Number of documents formatted/edited	648	995	1000	1000
• Number of customers served via phone, email, walk-in	13,143	18,521	16,000	15,000
• Number of Planning Commission meetings	15	8	15	15
• Number of passport applications processed	2216	567	1000	2300
Outcome Measures:				
• Percent of documents completed on time.	95%	94%	95%	95%

POSITION INVENTORY:

Positions	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	Grade
			Adopted	Adjusted	Projected			
Director-Community Development	1.00	1.00	1.00	1.00	1.00	1.00	1.00	58C
Administrative Assistant II	1.00	1.00	1.00	1.00	1.00	1.00	1.00	25
Permit Center Technician	0.90	0.90	-	0.90	0.90	0.90	0.90	23
Administrative Assistant I	-	-	0.90	1.00	1.00	1.00	1.00	18
Office Technician II	1.00	0.68	1.00	0.68	0.68	0.68	0.68	14
Total Regular Staffing	3.90	3.58	3.90	4.58	4.58	4.58	4.58	n/a
Change from prior year	-	(0.32)	0.32	1.00	1.00	-	-	n/a
Grand Total Staffing	3.90	3.58	3.90	4.58	4.58	4.58	4.58	n/a

COMMUNITY DEVELOPMENT ADMINISTRATION**Responsible Manager: *Brian Davis, Director*****HIGHLIGHTS/CHANGES:**

The Department of Community Development Administration Division adopted operating budget totals \$498,102 in 2021 and \$503,605 in 2022. This is a 0.1% or \$441 decrease to the 2021 adopted budget from the 2020 adjusted budget.

Major line item changes include:

- **Salaries & Wages** – Decrease of \$12,419 due to changes of employees in positions.
- **Benefits** – Increase of \$11,977 due to increased health insurance premiums.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2018	2019	2020			2021	2022	21 Adopted - 20 Adj	
		Actual	Actual	Adopted	Adjusted	Projected	Adopted	Adopted	\$ Chg	% Chg
Expenditure Summary:										
1XX	Salaries & Wages	299,748	340,331	298,979	366,521	366,521	354,102	358,090	(12,419)	-3.4%
2XX	Benefits	116,829	131,895	122,581	122,581	122,581	134,559	136,074	11,977	9.8%
3XX	Supplies	3,115	2,930	2,625	2,625	2,625	2,625	2,625	-	0.0%
4XX	Services and Charges	7,504	7,592	6,816	6,816	6,816	6,816	6,816	-	0.0%
Total Expenditures:		\$ 427,196	\$ 482,748	\$ 431,001	\$ 498,543	\$ 498,543	\$ 498,102	\$ 503,605	\$ (441)	-0.1%

COMMUNITY DEVELOPMENT PLANNING

Responsible Manager: *Stacey Welsh, Planning Manager*

PURPOSE/DESCRIPTION:

The mission of the Planning Division is to work in partnership with the citizens and development community in developing plans and codes which are implemented to improve quality of life; promote responsible development; balance environmental protection, and development opportunities; seek creative solutions to regional issues; and provide for adequate infrastructure and local government services.

The division processes land use applications; monitors compliance with the *Federal Way Revised Code*; processes code amendments and comprehensive plan amendments; and manages federal, state, and local environmental processes and regulations. The division provides assistance to other departments to formulate policy and code amendments; provides technical assistance for city projects and annexations; and coordinates the city's response to land use appeal issues as directed by the City Council and Mayor.

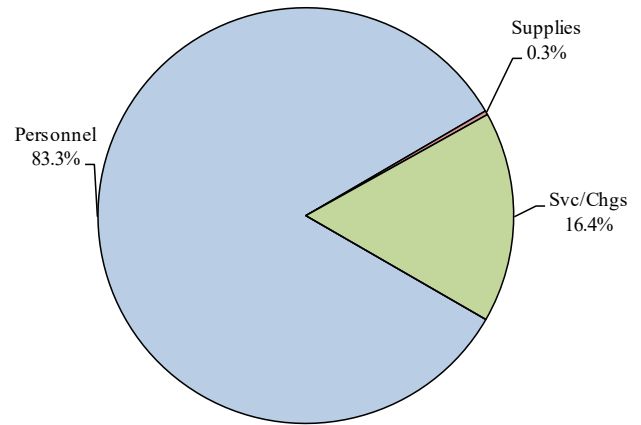
The division prepares, maintains and implements the city's comprehensive plan consistent with the Growth Management Act. The division is responsible for implementing other special projects and mandates required through the Growth Management Act or other new legislation. The division responds to and prepares special studies and other projects at the direction of the City Council and Mayor.

Permitting activity in 2020 was 76 percent of the previous five-year average. Three factors account for the decrease: 1. The transition from in-person permit intake to 100-percent paperless was scheduled as a two-year project that in reality took three weeks. Permit intake was temporarily decreased in order to give staff the time needed to make the highly technical transition in such a short window. 2. Permit activity across the region experienced a decrease during the initial stages of the pandemic shutdown. 3. The 2019 permit year was a statistical anomaly that artificially inflates the five-year average. If the 2019 permitting year is excluded as a statistical outlier due to an uncharacteristically high amount of permitting activity with IRG, Davita, Neumeier Engineering, and three new elementary schools, then the 2020 permitting year was 90% of the five-year average, a result that more accurately reflects the realistic permit trend rather than a statistically skewed downward trend.

GOALS/OBJECTIVES:

- Support economic development projects in the City Center and throughout the city.
- Complete the code amendments identified in the adopted Planning Commission Work Program.
- Continue to support the development process with timely land use and subdivision permit review and issuance.
- Continue to provide excellent customer service.

2021 Adopted Expenditures by Category



COMMUNITY DEVELOPMENT PLANNING

Responsible Manager: *Stacey Welsh, Planning Manager*

PERFORMANCE MEASURES:

Type/Description	2019	2020	2021	2022
Workload Measures:				
• Pre-application conferences held.	40	38	40	45
• Number of drop-in questions-telephone and front counter.	3700	3900	3900	3900
• Land use/subdivision applications received.	230	183	200	230
• Administrative Decisions	160	99	150	160
• Planning Commission meetings supported.	15	8	15	15
Efficiency Measures:				
• Average number of calendar days to complete pre-applications.	25	41	25	25
• Average turnaround time for Administrative Decision response.	15	26	15	15

POSITION INVENTORY:

Positions	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	Grade
			Adopted	Adjusted	Projected			
Planning Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	49
Principal Planner	1.00	1.00	1.00	1.00	1.00	1.00	1.00	44
Senior Planner	2.00	2.80	2.80	1.80	1.80	1.80	1.80	41
Associate Planner	2.00	2.00	2.00	3.00	3.00	2.00	2.00	35
Total Regular Staffing	6.00	6.80	6.80	6.80	6.80	5.80	5.80	n/a
Change from prior year	-	0.80	-	-	-	(1.00)	-	n/a
Grand Total Staffing	6.00	6.80	6.80	6.80	6.80	5.80	5.80	n/a

COMMUNITY DEVELOPMENT PLANNING

Responsible Manager: *Stacey Welsh, Planning Manager*

HIGHLIGHTS/CHANGES:

The Department of Community Development Planning Division adopted operating budget totals \$891,329 in 2021 and \$804,333 in 2022. This is a 16.2% or \$124,484 increase to the 2021 adopted budget from the 2020 adjusted budget.

Major line item changes include:

- **Salaries & Wages** – Increase of \$60,674 due to increases for Associate Planner, Senior Planner, Principal Planner, and Planning Manager positions, and reallocation of positions in the department. This is offset by a reduction of 1.0 FTE Associate Planner that is vacant within the department.
- **Benefits** – Decrease of \$36,190 primarily due to a change of benefits due to a change of employees in positions.
- **Services and Charges** – Increase of \$100,000 due to adding a consultant for planning services.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2018	2019	2020			2021	2022	21 Adopted - 20 Adj	
		Actual	Actual	Adopted	Adjusted	Projected	Adopted	Adopted	\$ Chg	% Chg
Revenue Summary:										
32X	Licenses and Permits	\$ -	\$ 202	\$ 2,000	\$ 500	\$ 500	\$ 500	\$ 500	\$ -	0.0%
33X	Intergovernmental	3,943	20,855	-	-	-	-	-	-	n/a
34X	Charges for Services	125,091	245,511	99,750	130,679	130,679	148,511	151,221	17,832	13.6%
Total Revenues:		\$ 129,034	\$ 266,568	\$ 101,750	\$ 131,179	\$ 131,179	\$ 149,011	\$ 151,721	\$ 17,832	13.6%
Expenditure Summary:										
1XX	Salaries & Wages	543,497	626,816	580,476	479,692	479,692	540,366	550,514	60,674	12.6%
2XX	Benefits	185,754	201,380	237,995	237,995	237,995	201,805	204,662	(36,190)	-15.2%
3XX	Supplies	2,547	3,346	2,850	2,850	2,850	2,850	2,850	-	0.0%
4XX	Services and Charges	50,991	75,487	46,257	46,257	46,257	146,257	46,257	100,000	216.2%
5XX	Intergovernmental	-	-	50	50	50	50	50	-	0.0%
Total Expenditures:		\$ 782,788	\$ 907,030	\$ 867,628	\$ 766,844	\$ 766,844	\$ 891,329	\$ 804,333	\$ 124,484	16.2%

COMMUNITY DEVELOPMENT BUILDING

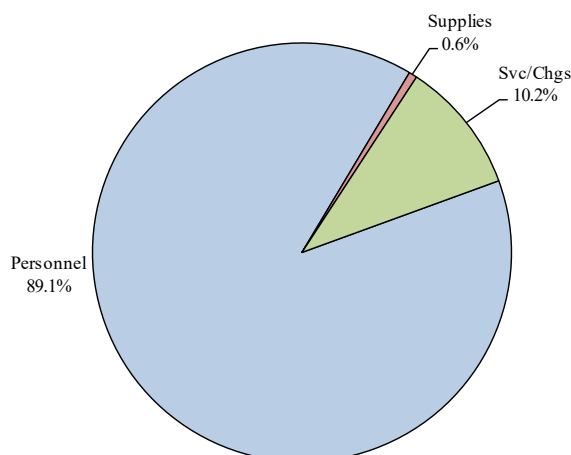
Responsible Manager: *Scott Sproul, Building Official*

PURPOSE/DESCRIPTION:

It is the mission of the Building Division to protect the health, safety, and welfare of people by creating better buildings and safer communities by providing the highest quality plan review, inspections and code enforcement. Municipal code regulations establish minimum standards for safeguarding life, limb, health, property, public welfare, and quality of life for the city's citizens.

The division is comprised of three groups: the permit center, plan review/inspection, and code compliance. All three support the permit process and compliance with city and state codes. The division is responsible for the administration of the state building code as amended by the *Federal Way Revised Code*, including the International Building, Residential, Mechanical, Fuel Gas, and the Uniform Plumbing Codes; the National Electric Code State Electrical Code; and the Washington State Energy Code. The division is also responsible for the administration of the International Property Maintenance Code; and assuring compliance with sign provisions of the Federal Way revised code. The division works closely with members of South King Fire and Rescue in administering the International Fire Code. Graffiti control is also one of the division's responsibilities. The division reviews permits and applications and conducts inspections of all newly built buildings and structures; covering residential, multifamily, industrial and commercial structures and appurtenances. The building division is responsible for the review and inspection of construction applications, including zoning requirements. In addition, the division responds to customer complaints and records requests generated from the community as well as other departments and agencies.

2021 Adopted Expenditures by Category



COMMUNITY DEVELOPMENT BUILDING

Responsible Manager: *Scott Sproul, Building Official*

GOALS/OBJECTIVES:

- Support economic development projects in the City Center and throughout the city
- Continue to make improvements to permit application, permit review and inspection; and code compliance procedures
- Install upgrades; and implement streamlining of the automated permit tracking system
- Identify code compliance issues and work toward prompt compliance; keep staff trained on changes to codes
- Maintain high volumes of reactive code compliance investigations and violation orders while implementing proactive code compliance practices and procedures
- Provide quality construction reviews and inspections
- Process large project permits and perform inspections for large project permits issued or applied for in 2019/20 for projects proposed or to be completed in 2021/22:
 - Demolition and construction of three FWPS Elementary Schools
 - DiagonTechs Addition
 - South King Fire and Rescue Addition
 - Traditions at Federal Way
 - Tilt 348 Warehouse
 - Weyerhaeuser Site Redevelopment
 - Falcon & Osprey Buildings Additions
 - 50 Sound Transit Projects/Permits
 - Woodbridge Building A

Future Projects:

- Lakehaven Site Re-Development, Christian Faith Center New Gym, Papé Kenworth NW Development, H-J Hotel, Celebration Apartments, 348th Federal Way Commercial Development, Christ's Church Ministry Center, Al Right Auto Body Repair Office/Repair Shop, WA Laser Institute Training Facility, New 7-Eleven C-Store & Gas Station, Redondo Heights Sr. Living Apartments, Twin Lakes Veterinarian Training Facility, Carpet Plus Showroom/Office Building, Federal Way Mixed Use Parking/Multi-family/Retail Building, Davis Commercial Shell Building, Taco Bell at Pavilion Centre, Woodspring Suites Hotel
- Develop and upgrade forms, handouts, and customer service brochures
- Develop policies, procedures, and Best Practice Methods (BMPs)
- Develop user friendly maintainable reports in order to track performance measures
- Retain institutional knowledge held by trained staff; fill vacated positions with experienced, competent individuals

PERFORMANCE MEASURES:

Type/Description	2019	2020	2021	2022
Workload Measures:				
• Total permits issued/reviewed.	4,500	3,953	4,100	4,500
• Valuation of issued permits.	\$77m	\$68m	\$71m	\$77m
Outcome Measures:				
• New Single Family (NSF) permits issued < 30 days.	80%	31%	50%	75%
• Tenant Improvement permits (TI) issued < 30 days.	75%	73%	75%	75%
• Total number of permit inspections per year.	8100	6295	7000	8000
• Total number of complaints received and investigated	870	908	1100	1100
• Total number of Records Requests completed per year.	150	155	160	160
Efficiency Measures:				
• Average staff hours per NSF permit – Review/Inspection.	4/15	4/15	4/15	4/15
• Average staff hours per TI permit – Review/Inspection.	4/10	4/10	4/10	4/10
• Inspection Hours	7500	4500	6500	7500

COMMUNITY DEVELOPMENT BUILDING

Responsible Manager: *Scott Sproul, Building Official*

The Department of Community Development Building Division adopted operating budget totals \$1,466,421 in 2021 and \$1,484,279 in 2022. This is a 8.5% or \$136,456 decrease to the 2021 adopted budget from the 2020 adjusted budget. Major line item changes include:

- **Salaries & Wages** – Net decrease of \$25,324 due to elimination of General Fund adjustment for CDBG code compliance in 2020, and reallocation of positions within the department.
- **Benefits** – Net decrease of \$63,132 due to elimination of General Fund adjustment for CDBG code compliance in 2020, and reallocation of positions within the department.
- **Services and Charges** – Net decrease of \$48,000 due to elimination of one-time nuisance abatement services.

REVENUE AND EXPENDITURE SUMMARY:

BUILDING – GENERAL FUND

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
32X	Licenses and Permits	\$ 1,443,595	\$ 2,956,309	\$ 1,524,890	\$ 1,573,487	\$ 1,573,487	\$ 1,649,616	\$ 1,682,608	\$ 76,129	4.8%
34X	Charges for Services	1,026,639	1,280,410	750,123	492,801	492,801	702,153	716,197	209,352	42.5%
35X	Fines and Penalties	70	64,000	-	3,788	3,788	13,583	13,585	9,795	258.6%
Total Revenues:		\$ 2,470,304	\$ 4,300,720	\$ 2,275,012	\$ 2,070,076	\$ 2,070,076	\$ 2,365,352	\$ 2,412,390	\$ 295,276	14.3%
Expenditure Summary:										
1XX	Salaries & Wages	748,071	797,346	863,835	902,872	902,872	872,854	881,952	(30,018)	-3.3%
2XX	Benefits	319,645	324,879	354,172	397,347	397,347	330,317	333,774	(67,031)	-16.9%
3XX	Supplies	2,626	9,298	9,375	9,375	9,375	9,375	9,375	-	0.0%
4XX	Services and Charges	5,630	25,070	8,065	198,065	198,065	150,065	150,065	(48,000)	-24.2%
Total Expenditures:		\$ 1,075,971	\$ 1,156,594	\$ 1,235,448	\$ 1,507,660	\$ 1,507,660	\$ 1,362,610	\$ 1,375,165	\$ (145,049)	-9.6%

BUILDING – PROPOSITION 1 FUND

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
31X	Taxes	\$ 90,001	\$ 96,088	\$ 95,218	\$ 95,218	\$ 95,218	\$ 103,811	\$ 109,114	\$ 8,593	9.0%
Total Revenues:		\$ 90,001	\$ 96,088	\$ 95,218	\$ 95,218	\$ 95,218	\$ 103,811	\$ 109,114	\$ 8,593	9.0%
Expenditure Summary:										
1XX	Salaries & Wages	62,222	68,191	70,532	70,532	70,532	75,225	79,068	4,694	6.7%
2XX	Benefits	27,779	27,897	24,686	24,686	24,686	28,586	30,046	3,899	15.8%
Total Expenditures:		\$ 90,001	\$ 96,088	\$ 95,218	\$ 95,218	\$ 95,218	\$ 103,811	\$ 109,114	\$ 8,593	9.0%

POSITION INVENTORY:

Positions	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	Grade
			Adopted	Adjusted	Projected			
General Fund:								
Building Official	1.00	1.00	1.00	1.00	1.00	1.00	1.00	52
Plans Examiner	1.00	1.00	1.00	1.00	1.00	1.00	1.00	42
Inspector/Plans Examiner	2.00	2.00	1.00	2.00	2.00	2.00	2.00	39
Combination Electrical/Bldg Inspector/Plans Examiner	1.00	1.00	3.00	1.00	1.00	1.00	1.00	39
Code Compliance Officer (1.0 FTE Prop 1 funded)	2.00	2.00	2.00	2.00	2.00	2.73	2.73	36
Permit Center Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	32
Lead Development Specialist	1.00	1.00	-	1.00	1.00	1.00	1.00	29
Development Specialist	1.00	1.00	3.00	1.00	1.00	1.00	1.00	26
Graffiti Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12
Total Regular Staffing	11.00	11.00	13.00	11.00	11.00	11.73	11.73	n/a
Change from prior year	-	-	2.00	(2.00)	-	0.73	-	n/a
Grand Total Staffing	11.00	11.00	13.00	11.00	11.00	11.73	11.73	n/a

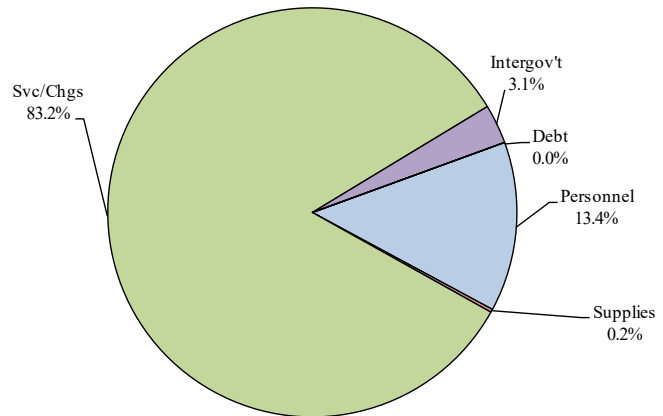
COMMUNITY DEVELOPMENT COMMUNITY SERVICES

Responsible Manager: *Sarah Bridgeford, Community Services Manager*

PURPOSE/DESCRIPTION:

The mission of the Community Services Division is to ensure that an effective and collaborative delivery system is in place to: assist Federal Way residents to meet basic needs including housing, health, and hunger; promote individual and community safety through prevention, intervention, and crisis services; and promote services fostering stability and self-sufficiency. To achieve this, the division will: assess and anticipate community needs; manage an efficient and user-friendly funding application process; oversee and evaluate contracts with local service providers; and coordinate with other funders, community organizations, and city departments. The division budget covers the development of programs and services for community residents, including grant coordination, performance monitoring, and the overall management of all general fund community services contracts and Community Development Block Grant (CDBG) funds. Community Services includes programs in the three CDBG goals and strategy areas identified in the city's Consolidated Plan (2020-2024): 1) expand economic opportunities; 2) preserve affordable housing; 3) prevent and address homelessness; and 3) establish suitable living environments. CDBG supports construction or rehabilitation of community facilities, neighborhood improvements, and affordable housing, direct community service programs and planning activities that principally benefit low- and moderate-income individuals. The division staffs the Human Services Commission and Diversity Commission, in addition to representing the city on policy-making bodies and community organizations.

2021 Adopted Expenditures by Category



GOALS/OBJECTIVES:

- Continue implementation of CDBG and Human Services General Fund programs, including monitoring of contracts of funded human service agencies;
- Continue to work on local and regional efforts to address housing and human services needs;
- Develop and submit to HUD the required 2021 and 2022 CDBG Annual Action Plans;
- Update the Community Needs Assessment for the low- and moderate-income persons and households in Federal Way;
- Evaluate and make changes to the Human Services Grant application and award process, criteria, and management system including ongoing focus to ensure equitable grantmaking;
- Participate in regional social services planning efforts to advance access for Federal Way residents;
- Continue to support low- and moderate-income homeowners through the Home Repair Program; and
- Achieve HUD recognition that the city's program properly administers the Federal CDBG rules and regulations.

PERFORMANCE MEASURES:

Type/Description	2019	2020	2021	2022
Workload Measures:				
• Number of community services contracts managed.	47	45	45	45
• Amount of community services dollars administered.	\$536,000	\$536,000	\$536,000	\$536,000
• Number of community services contract payments processed.	182	180	180	180
• Number of community services applications processed.	0	77	0	0
• Number of CDBG applications processed.	3	15	10	10
• Number of CDBG contracts managed.	10	19	20	12
• Number of CDBG dollars administered.	\$796,000	\$1,251,000	\$829,000	\$721,000
Outcome Measures:				
• Percent of contracts fully executed in timely manner.	100%	100%	100%	100%
• Number of Human Service Commission meetings supported.	12	12	12	14
• Number of Owner occupied housing units stabilized.	100%	100%	100%	100%

COMMUNITY DEVELOPMENT COMMUNITY SERVICES

Responsible Manager: *Sarah Bridgeford, Community Services Manager*

POSITION INVENTORY:

Positions	2018	2019	2020			2021	2022	Grade
	Actual	Actual	Adopted	Adjusted	Projected	Adopted	Adopted	
General Fund:								
Community Services Manager	0.72	0.72	0.72	0.72	0.72	0.72	0.72	47
CDBG Coordinator	0.83	0.83	0.83	0.83	0.83	0.83	0.83	35
Executive Assistant to Council	-	-	-	-	-	0.15	0.15	31a
Total General Fund:	1.55	1.55	1.55	1.55	1.55	1.70	1.70	n/a
CDBG Fund								
Community Services Manager	0.28	0.28	0.28	0.28	0.28	0.28	0.28	47
Code Compliance Officer	1.00	1.00	1.00	1.00	1.00	0.27	0.27	36
Recreation Coordinator	0.50	0.50	0.50	0.50	0.50	0.50	0.50	33
CDBG Coordinator	0.17	0.17	0.17	0.17	0.17	0.17	0.17	31
Executive Assistant to Council	0.30	0.30	0.30	0.30	0.30	0.15	0.15	31a
Total CDBG:	2.25	2.25	2.25	2.25	2.25	1.37	1.37	n/a
Total Regular Staffing	3.80	3.80	3.80	3.80	3.80	3.07	3.07	n/a
Change from prior year		-	-	-	-	(0.73)	-	n/a
Grand Total Staffing	3.80	3.80	3.80	3.80	3.80	3.07	3.07	n/a

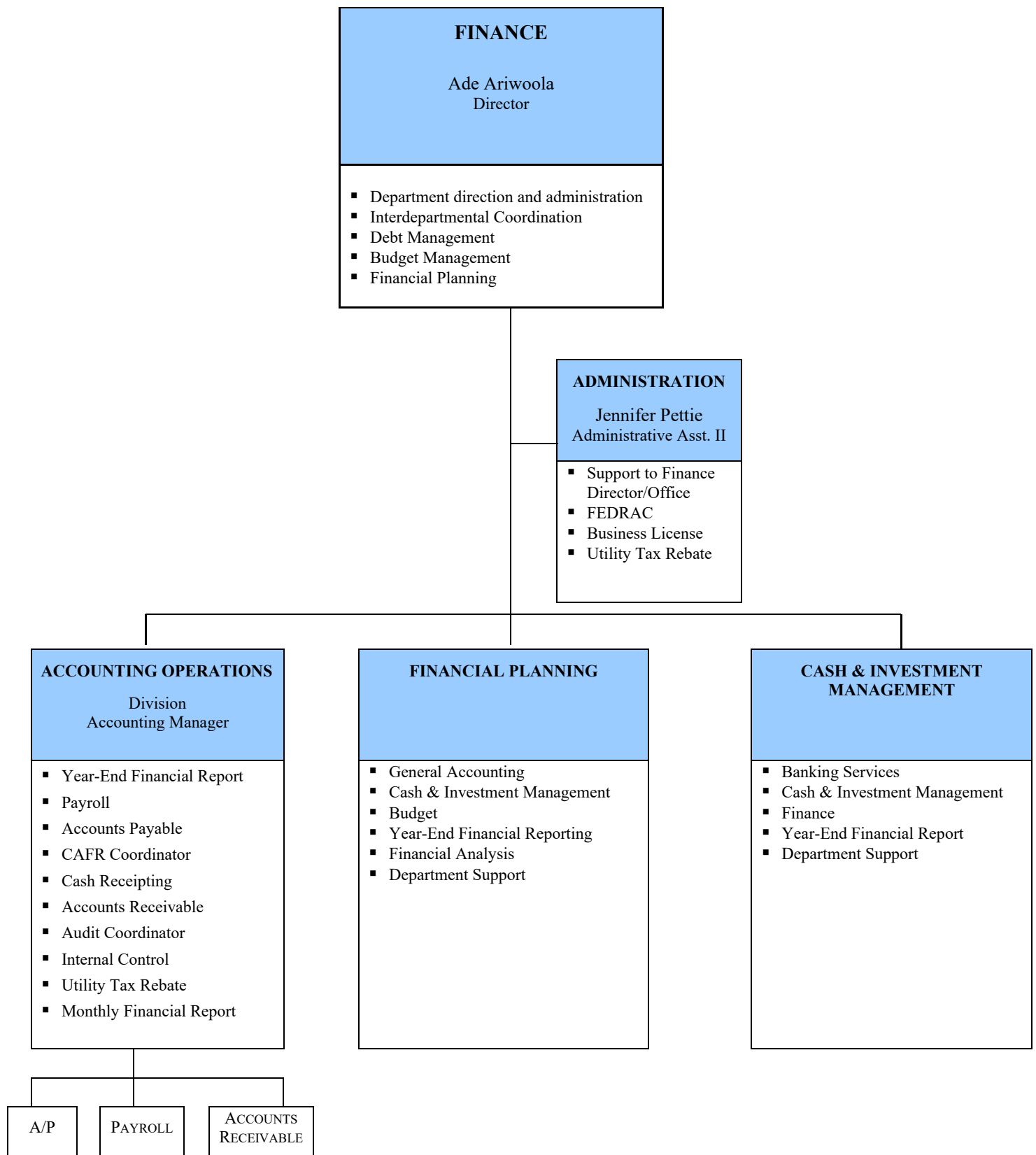
HIGHLIGHTS/CHANGES:

The Department of Community Development Community Services Division adopted operating budget totals \$2,810,382 in 2021 and \$1,733,502 in 2022. This is a 6.5% or \$193,805 decrease to the 2021 adopted budget from the 2020 adjusted budget. The table below includes the General Fund and Community Development Block Grant Fund.

Major line item changes include:

- **Salaries & Wages** – Decrease of \$1,109 is primarily due to allocating a smaller portion of Code Compliance Officers to CDBG grants.
- **Services and Charges** – Increase of \$23,187 due to increased CDBG grant funded services.
- **Debt** – Decrease of \$197,670 due to moving Section 108 loan payments to the Debt Service Fund.

Code	Item	2018	2019	2020			2021	2022	21 Adopted - 20 Adj	
		Actual	Actual	Adopted	Adjusted	Projected	Adopted	Adopted	\$ Chg	% Chg
Revenue Summary:										
33X	Intergovernmental	\$ 778,535	\$ 794,226	\$ 668,900	\$ 1,836,630	\$ 1,836,630	\$ 1,843,010	\$ 758,323	\$ 6,380	0.3%
36X	Miscellaneous	8,584	107,892	-	106,875	106,875	3,678	3,752	(103,197)	-96.6%
Total Revenues:		\$ 787,119	\$ 902,118	\$ 668,900	\$ 1,943,505	\$ 1,943,505	\$ 1,846,688	\$ 762,075	\$ (96,817)	-5.0%
Expenditure Summary:										
1XX	Salaries & Wages	261,561	265,962	277,093	277,720	277,720	276,611	286,546	(1,109)	-0.4%
2XX	Benefits	98,734	92,292	109,514	109,514	109,514	100,654	103,419	(8,859)	-8.1%
3XX	Supplies	2,142	4,641	6,950	6,950	6,950	6,950	6,950	-	0.0%
4XX	Services and Charges	872,672	984,115	839,857	2,315,679	2,315,679	2,338,866	1,249,287	23,187	1.0%
5XX	Intergovernmental	80,064	88,591	87,300	87,300	87,300	87,300	87,300	-	0.0%
7XX	Debt Service-Princ	159,000	159,000	150,000	150,000	150,000	-	-	(150,000)	-100.0%
8XX	Debt Service-Interest	67,090	72,988	50,000	47,670	47,670	-	-	(47,670)	-100.0%
9XX	Internal Services/Other	-	-	9,354	9,354	9,354	-	-	(9,354)	-100.0%
Total Expenditures:		\$ 1,541,263	\$ 1,667,589	\$ 1,530,068	\$ 3,004,187	\$ 3,004,187	\$ 2,810,382	\$ 1,733,502	\$ (193,805)	-6.5%



FINANCE

Responsible Manager: *Ade Ariwoola, Finance Director*

2019/2020 ACCOMPLISHMENTS

- Received unqualified audit opinion consecutively since 1994.
- Received the Government Finance Officers Association (GFOA) Award for Excellence in Financial Reporting consecutive since incorporation. We have submitted the 2019 Comprehensive Annual Financial Report for review.
- Received the GFOA Award for Distinguished Budget Presentation since incorporation.
- Enhanced/improved communication and presentation of the City's financial information including the budget document, monthly financial report, comprehensive annual financial report and ad hoc reports; provided comprehensive yet simplified overview of City taxes and levies to Council, management and citizens.
- Bond rating presentation.
- Bond refinancing.

2021/2022 ANTICIPATED KEY PROJECTS

- Continue monitoring for proper controls and procedures to ensure unqualified financial audit opinion.
- Submit the City's 2020 and 2021 Comprehensive Annual Financial Reports to the GFOA Excellence in Financial Reporting award program.
- Submit the City's 2021/22 Biennial Budget to the GFOA Distinguished Budget Presentation award program.
- Continue to actively participate in MEBT to ensure the City's retirement fund is invested adequately.
- Continue to manage the City's debt to ensure and maintain its current Bond rating.
- Ensure timely processing of city employees pay.
- Ensure timely and accurate processing of vendor payments.

FINANCE

Responsible Manager: *Ade Ariwoola, Finance Director*

PERFORMANCE MEASURES:

Type/Description	2019	2020	2021	2022
Workload Measures:				
• Number of invoices paid annually	9,354	9,090	9,500	9,500
• Number of transactions receipted annually at Finance counter compared to total transactions receipted City Hall	7,620 / 34,719 21.9%	5,636 / 23,188 24.3%	7,000 / 25,000 28.0%	7,000 / 25,000 28.0%
• Number of new business licenses issued / renewed	800/7395	800/8195	800/8995	800/9795
• Outcome Measures:				
• GFOA CAFR Award - # of documents submitted / awarded	30 / 30	31 / 31	32 / 32	33 / 33
• GFOA Budget Award - # of documents submitted / awarded	18 / 18	18 / 18	19 / 19	19 / 19
• (switched to biennial budget beginning with 1997/1998 document)				
• Unqualified Audit Opinion – consecutive years	30	31	32	33
• Bond Rating per Moody's	Aa2	Aa2	Aa2	Aa2
• Investment return: total SIP and 6 month T-Bill benchmarks	0.49% SIP & 0.47% T-Bill	0.49% SIP & 0.47% T-Bill	0.49% SIP & 0.47% T-Bill	0.49% SIP & 0.47% T-Bill
• # of month Cash reconciled within 15 days of receiving bank statement	12	12	12	12
• Efficiency Measures:				
• FTE Staffing: Finance/City-Wide	8 / 339.68	10 / 352.43	10 / 361.68	10 / 359.18
• Average working days to compile MFR	3	3	3	3

POSITION INVENTORY:

Positions	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	Grade
			Adopted	Adjusted	Projected			
Director-Finance	1.00	1.00	1.00	1.00	1.00	1.00	1.00	58B
Accounting Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	52
Financial Analyst	2.00	2.00	2.00	3.00	3.00	3.00	3.00	37
Payroll Analyst	1.00	1.00	1.00	1.00	1.00	1.00	1.00	31
Accounting Specialist	-	-	-	1.00	1.00	1.00	1.00	27
Administrative Assistant II	1.00	1.00	1.00	1.00	1.00	1.00	1.00	25
Accounting Technician II	2.00	2.00	2.00	2.00	2.00	2.00	2.00	24
Total Regular Staffing	8.00	8.00	8.00	10.00	10.00	10.00	10.00	n/a
Change from prior year	-	-	-	2.00	-	-	-	n/a
Grand Total Staffing	8.00	8.00	8.00	10.00	10.00	10.00	10.00	n/a

FINANCE**Responsible Manager:** *Ade Ariwoola, Finance Director***PURPOSE/DESCRIPTION:**

The purpose of the Finance Department is to provide accurate financial information from which educated judgments can be made on the financial health of the City and decisions can be made by management regarding City operations. The Finance Department's responsibilities include accounts payable, accounts receivable, payroll, general accounting, financial planning, cash and investment management, cash receipting, business licensing, internal control monitoring, audit, monthly, quarterly and annual financial reporting, budget preparation and financial analysis.

GOAL/OBJECTIVES:

- Provide timely and accurate financial information and services to citizens, City Council, and city staff.
- Ensure compliance with purchasing laws and regulations.
- Ensure proper internal control in City operations to safeguard City resources.
- Pay employees and vendors accurately and in a timely manner.
- Process business licenses within 2 to 3 weeks.
- Develop utility tax policy.

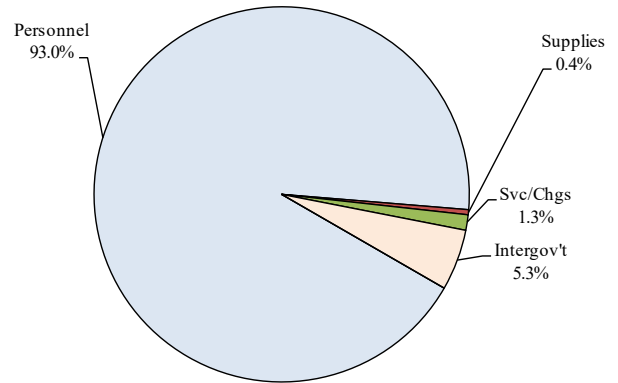
HIGHLIGHTS/CHANGES:

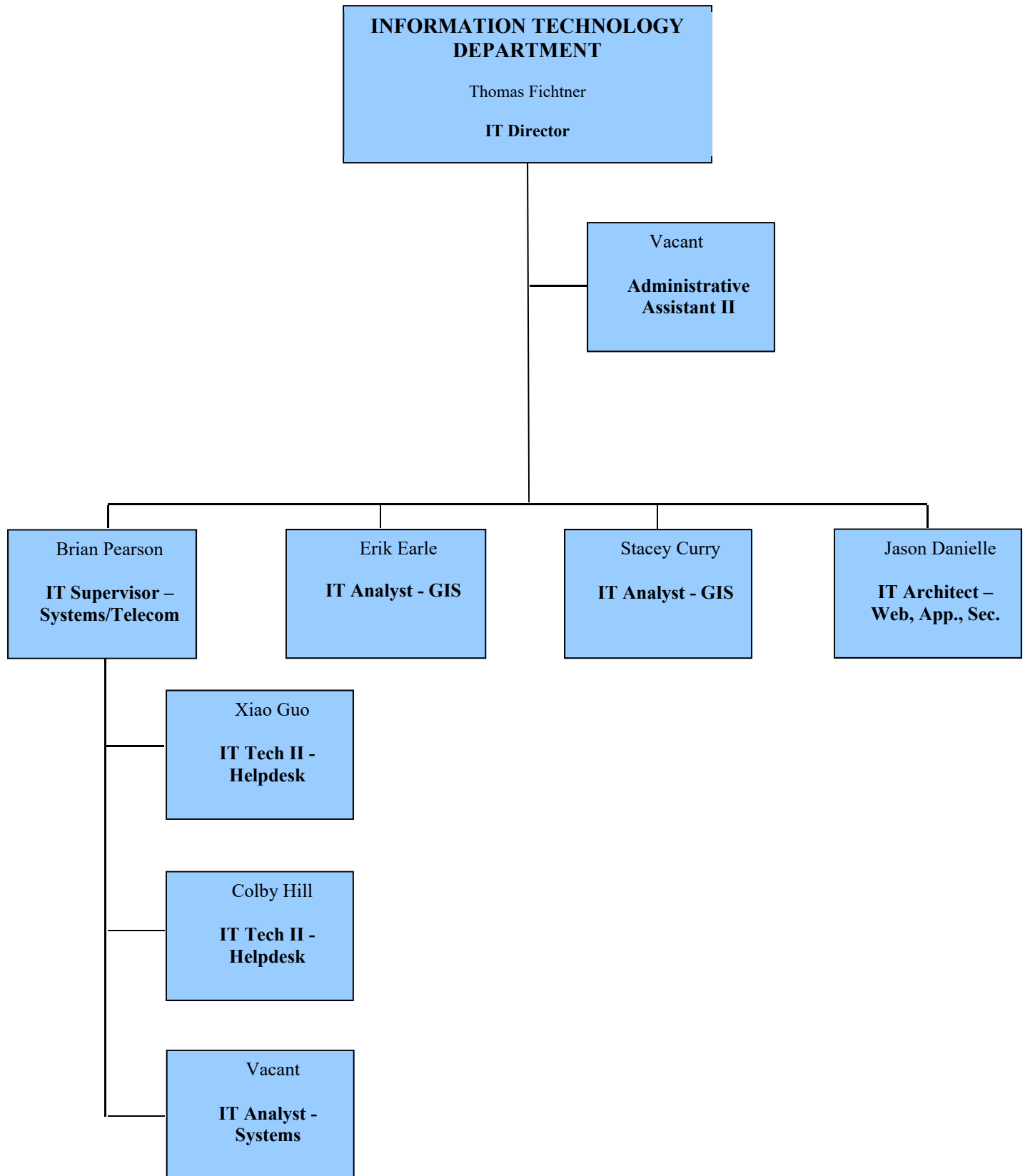
The Finance adopted operating budget totals \$1,260,163 in 2021 and \$1,287,736 in 2022. This is a 0.7% or \$9,432 decrease to the 2021 adopted budget from the 2020 adjusted budget. Major line items changes include:

- **Salaries & Wages** – Decrease of \$33,654 due to changes of employees in positions.
- **Benefits** – Increase of \$24,222 due to changes of benefits due to changes of employees in positions

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Expenditure Summary:										
1XX	Salaries & Wages	611,646	705,351	723,680	904,754	904,754	871,100	891,080	(33,654)	-3.7%
2XX	Benefits	222,887	251,491	276,209	276,209	276,209	300,431	308,023	24,222	8.8%
3XX	Supplies	6,962	2,947	5,620	5,620	5,620	5,620	5,620	-	0.0%
4XX	Services and Charges	50,680	9,277	16,796	16,796	16,796	16,796	16,796	-	0.0%
5XX	Intergovernmental	69,877	75,946	66,216	66,216	66,216	66,216	66,216	-	0.0%
Total Expenditures:		\$ 962,052	\$ 1,045,012	\$ 1,088,521	\$ 1,269,595	\$ 1,269,595	\$ 1,260,163	\$ 1,287,736	\$ (9,432)	-0.7%

2021 Adopted Expenditures by Category



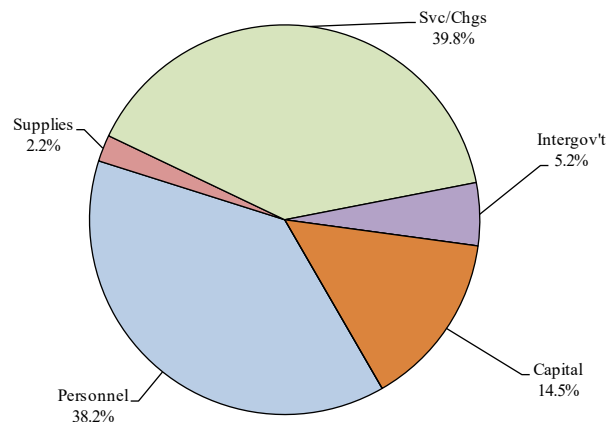
INFORMATION TECHNOLOGY

Responsible Manager: *Thomas Fichtner, Information Technology Director*

PURPOSE/DESCRIPTION:

The Information Technology Department receives its operating funds from the Information Technology Fund. The fund also accumulates money to replace capital equipment and software as needed. Program costs are recovered via interfund charges. The fund is designed to account for all costs associated with city information technology needs and services. This includes designing, purchasing, configuring, maintaining, supporting and upgrading all data, voice, and video systems; manage contracted services, staff training; Geographical Information Systems (GIS); Government Access Channel (GAC) broadcasting; cable; Internet/Intranet services; and mail and duplications.

2021 Adopted Expenditures by Category



Information Technology Services include technical services, support, and enhancements to the city's information technology systems. These services cover all data processing hardware and software including applications, operating systems, special systems, networks, LAN/WAN/MAN, information security, staff training, equipment acquisitions, contract/project management, database administration, programming and all other items related to city's computing needs.

Communication Services include technical services, support, maintenance and enhancements for city telephone systems, cellular phones, pagers, radio equipment, building wiring and all other communications-related needs.

Geographical Information System (GIS) services include developing and maintaining the city's spatial database, producing maps, analyzing data, generating reports, providing staff training, and developing user-friendly interfaces for staff and public to the city's GIS. This division provides production and support resources to all city departments.

A/V, Government Access Channel (GAC) & Cable Rate Services include local government information broadcasting (live-broadcast City Council meetings and taped video programs, as well as news, events, and general city information via billboard-type messages). In addition, the division oversees cable TV franchise agreements and regulations, and is responsible for coordinating and responding to citizens' complaints regarding cable services.

Internet, Intranet, & Web Services include developing and maintaining the city's web site, secure file sharing, email, remote access, and intergovernmental services; providing training for staff; monitoring system security; developing interfaces; and integrating internal systems with Internet services. We will continue to enhance our web services, to include more online documents, applications, and forms; online payments; and e-commerce.

GOALS/OBJECTIVES:

- Support City goals and department objectives through automation.
- Excellent customer service, staff support and training.
- Understand departments' business processes and needs.
- Streamline City operations through integration and systems automation.
- Keep informed of technology trends, enhancements, and capabilities.
- Seek new technology and apply where it is cost effective.
- Improve access to City services and information through online systems.
- Provide a secure and reliable information technology infrastructure.
- Provide up-to-date hardware and software tools for staff.
- Be proud and confident in what we do.

2019/2020 ACCOMPLISHMENTS

- Assisted the City Clerk's office in securing a grant for and implementing a public records tracking software, GovQA.
- Converted the City's online permitting portal to the regional MyBuildingPermit.com service.
- Implemented a new Storage Area Network (SAN) and backup software to support the City's growing data storage and performance needs.
- Added one new FTE to the IT Helpdesk.
- Contracted CI Security to perform a Cybersecurity Assessment.
- Worked with all departments to implement a 311 system, SeeClickFix, for the Eyes on Federal Way program.
- Underwent the triennial Criminal Justice Information Services (CJIS) Audit.
- Upgraded all equipment in three courtrooms in response to the COVID-19 pandemic.
- Scaled a City-wide remote access system for staff to work remotely during the COVID-19 pandemic.
- Implemented Zoom video conferencing for City staff to use to facilitate City Council Meetings, and other staff meetings during the COVID-19 pandemic.
- Replaced all in-vehicle modems in each Police patrol car.
- Assisted the Public Works department in implementing the Adaptive Traffic Signal system.
- Upgraded to the latest version of ESRI's ArcGIS 10.7.1 software to enable the City to provide state-of-the-art dynamic online maps.
- Built several dashboards using GIS such as a New Projects and Shopping Cart Recovery dashboard for Community Development.
- Rebuilt the Police "Atlas" using new GIS technologies.
- Completed the deployment of the cameras for the \$250,000 Safe City grant from Washington State.
- Upgraded over half of the City's computers to Windows 10 and Office 2019.
- Assisted Police with the technology for two new substations within the City.
- Annual replacement of major hardware including desktop PCs, printers, copiers, servers, radios, etc.
- Assisted with searching emails and files for numerous Public Records Requests.

2021/2022 ANTICIPATED KEY PROJECTS

- Follow-through on recommendations from the City's Cybersecurity Assessment as budget is approved.
- Implement an information technology and security governance structure.
- Gain Information Technology Infrastructure Library (ITIL) Certification for all IT staff.
- Complete Windows 10 and Office 2019 migration.
- Begin transitioning to Microsoft 365.
- Continue mapping the City's fiber optic infrastructure.
- Continue to support the Safe City network.
- Annual replacement of major hardware including desktop PCs, printers, copiers, servers, radios, etc.

INFORMATION TECHNOLOGY

Responsible Manager: *Thomas Fichtner, Information Technology Director*

PERFORMANCE MEASURES:

Type/Description	2019	2020	2021	2022
Workload Measures:				
Information Systems				
• New systems implementation	2	3	1	1
• Users served	400	400	400	400
• Personal computers (PCs) maintained	500	500	500	500
• Number of support calls received annually	3,000	3,000	3,000	3,000
• Number of applications maintained	120	123	118	119
• Number of Servers / LAN / WAN	95	98	100	102
Communication				
• Number of phones operated and maintained	460	460	460	460
• Number of cellular phones operated and maintained.	220	220	220	220
• Number of cellular data cards operated and maintained.	115	15	115	15
• WEB site visits	664,000	698,000	700,000	720,000
• Number of radios maintained	263	282	282	282
GIS				
• Number of map requests and analyses	150	150	150	150
• Number of standard data layers	150	100	150	100
GAC/web				
• Number of web pages maintained	250	250	250	250
• Number of Bulletin pages broadcasted	50	50	75	75
• Hours of TV broadcasting per day	24	24	24	24
• Number of Cable customer calls handled	25	25	25	25
Outcome Measures:				
Information Systems				
• Percent technical response within 2-4 hours	80.0%	80.0%	80.0%	80.0%
• Percent IT system up-time during normal business hours	99.5%	99.5%	99.5%	99.5%
Communication				
• Percent communications up-time during normal business hours	99.9%	99.9%	99.9%	99.9%
GIS				
• % of users who rate GIS system as meeting expectations	99.0%	99.0%	99.0%	99.0%
• Number of map requests by the public	15	15	15	15

POSITION INVENTORY:

Positions	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	Grade
			Adopted	Adjusted	Projected			
IT Manager	1.00	1.00	1.00	-	-	-	-	55a
IT Director	-	-	-	1.00	1.00	1.00	1.00	58f
IT Architect Web, App, Security	1.00	1.00	1.00	1.00	1.00	1.00	1.00	46
IT Supervisor/Systems & Help Desk	1.00	1.00	1.00	1.00	1.00	1.00	1.00	44
IT Analyst Applications/GIS	1.00	1.00	1.00	2.00	2.00	2.00	2.00	39
IT Analyst Systems	1.00	1.00	1.00	1.00	1.00	1.00	1.00	39
IT Technician II	2.00	2.00	2.00	2.00	2.00	2.00	2.00	32
Administrative Assistant II*	-	-	-	-	-	1.00	-	25
Total Regular Staffing	7.00	7.00	7.00	8.00	8.00	9.00	8.00	n/a
Change from prior year	-	-	-	1.00	-	1.00	(1.00)	n/a
Grand Total Staffing	7.00	7.00	7.00	8.00	8.00	9.00	8.00	n/a

*The 1.0 FTE increase to the 2021 adopted budget from the 2020 adjusted budget is due to the addition of 1.0 FTE Administrative Assistant II.

INFORMATION TECHNOLOGY

Responsible Manager: *Thomas Fichtner, Information Technology Director*

HIGHLIGHTS/CHANGES:

The overall Information Technology adopted operating budget totals \$3,002,544 in 2021 and \$2,892,615 in 2022. This is a 12.2% or \$325,792 increase to the 2021 adopted budget from the 2020 adjusted budget which accounts for information systems, geographical information systems, telecommunications, government access channel and web services, mail & duplication, and support for all City departments including public safety and municipal court. Major line items changes include:

- **Salaries & Wages** – Net increase of \$113,424 is due to the addition of 1.0 FTE Administrative Assistant II, and scheduled step increases, and IT department staff re-organization.
- **Benefits** – Increase of \$46,221 primarily due to IT department staff re-organization resulting in increased benefits, and increased health insurance premiums.
- **Services and Charges** – Increase of \$276,725 due to increased cost of IT services, and purchase of software and services for cyber security.
- **Capital Outlay** – Decrease of \$102,466 due to less equipment scheduled for replacement.

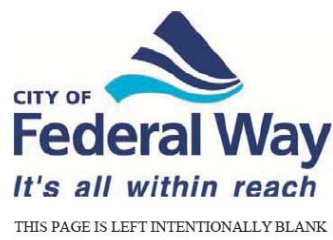
REVENUE AND EXPENDITURE SUMMARY:

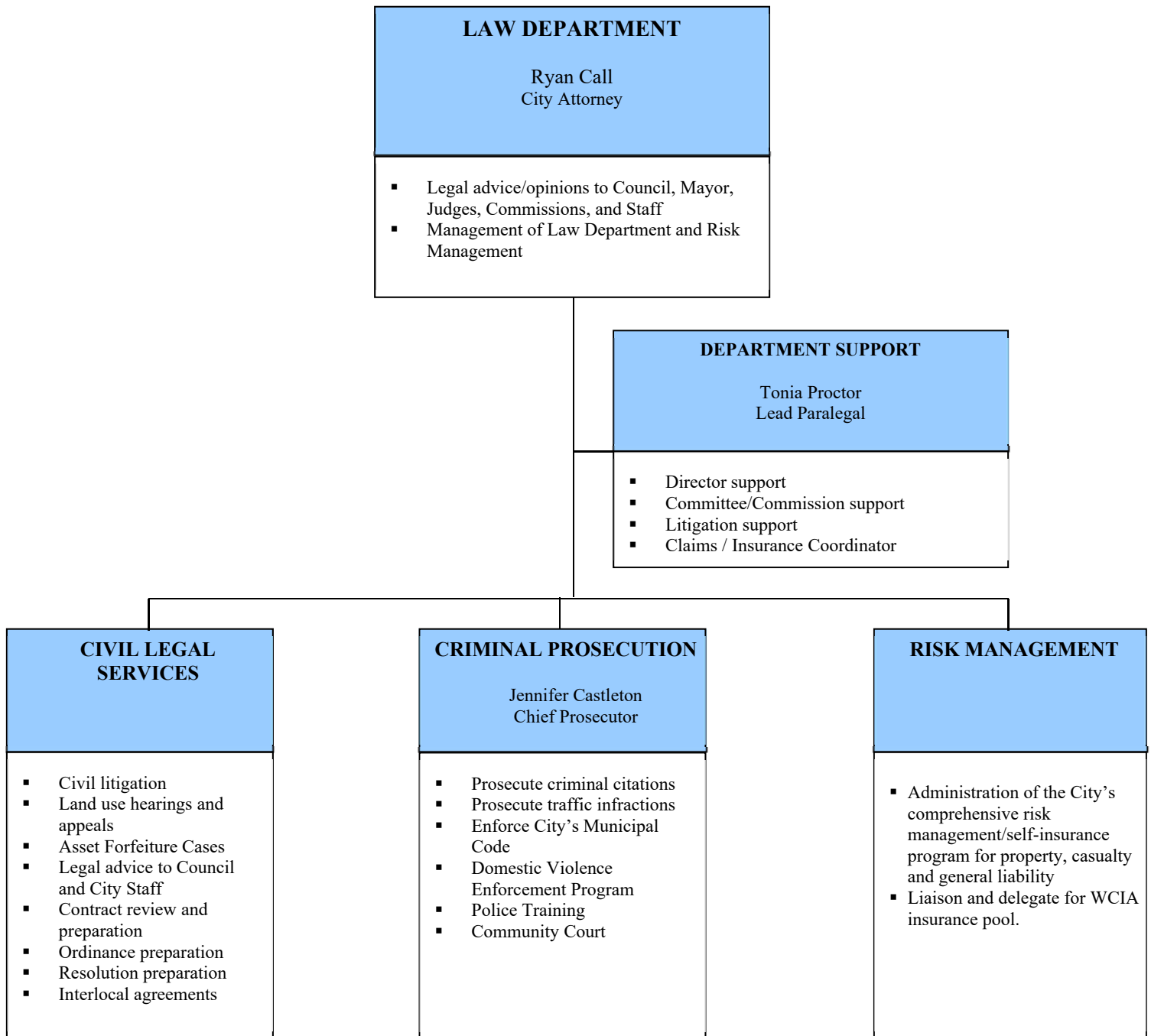
Code	Item	2018	2019	2020			2021	2022	21 Adopted - 20 Adj	
		Actual	Actual	Adopted	Adjusted	Projected	Adopted	Adopted	\$ Chg	% Chg
Revenue Summary:										
502/503	Charges for Services	\$ 2,319,321	\$ 2,374,766	\$ 2,382,000	\$2,567,055	\$2,567,055	\$2,886,127	\$2,827,634	\$ 319,072	12.4%
502/503	Miscellaneous	44,909	48,030	19,000	19,000	19,000	179,000	29,000	160,000	842.1%
Total Revenues:		\$ 2,364,231	\$ 2,422,797	\$ 2,401,000	\$2,586,055	\$2,586,055	\$3,065,127	\$2,856,634	\$ 479,072	18.5%
Expenditure Summary:										
1XX	Salaries & Wages	661,830	667,071	653,612	754,167	754,167	867,591	813,886	113,424	15.0%
2XX	Benefits	240,776	243,884	233,955	233,955	233,955	280,176	282,565	46,221	19.8%
3XX	Supplies	58,646	37,865	66,056	74,168	74,168	66,056	66,056	(8,112)	-10.9%
4XX	Services and Charges	743,352	834,292	837,530	919,530	919,530	1,196,255	1,197,755	276,725	30.1%
5XX	Intergovernmental	135,213	142,109	134,278	156,778	156,778	156,778	156,778	-	0.0%
6XX	Capital Outlay	604,262	534,812	375,851	538,154	538,154	435,688	375,575	(102,466)	-19.0%
Total Expenditures:		\$ 2,444,079	\$ 2,460,033	\$ 2,301,282	\$2,676,752	\$2,676,752	\$3,002,544	\$2,892,615	\$ 325,792	12.2%

Initiative's in this Budget

- 1) Disaster Recovery Back-up data storage - \$150,000 (2021)
- 2) Eyes on FW 311 Program - \$47,000/\$48,500 (2021/22)
- 3) IT Security Contracted Services & Managed Detection & Response - \$50,000/\$50,000 (2021/22)
- 4) IT Department Staff Re-Organization - \$29,787/\$49,794 (2021/22)
- 5) City-Wide Security Awareness Training - \$10,000/\$10,000 (2021/22)
- 6) Microsoft Enterprise Agreement Increase - \$12,500/\$12,500 (2021/22)
- 7) Duo Multi-Factor Authentication Services - \$30,000/\$30,000 (2021/22)
- 8) IT Helpdesk software - \$20,000/\$20,000 (2021/22)
- 9) Zoom Video Conferencing Licensing - \$5,000/\$5,000 (2021/22)
- 10) Darktrace Network Protection - \$45,000/\$45,000 (2021/22)
- 11) IT cellular services increase - \$15,000/\$15,000 (2021/22)
- 12) GovQA Public Records System - \$24,785/\$24,785 (2021/22)
- 13) 1.0 FTE Administrative Assistant II - \$80,000/\$0 (2021/22)

Other items are included in capital outlay for replacement of computers and equipment that are funded by replacement reserves





LAW DEPARTMENT OVERVIEW

Responsible Manager: *Ryan Call, City Attorney*

2019/2020 ACCOMPLISHMENTS

LAW

- Provide legal advice to the Mayor, Council, Municipal Court, and staff
- Drafted or reviewed approximately 1,144 contracts
- Continued defending all pending litigation against the City
- Represented the city in code violations cases
- Provided legal advice and assisted staff regarding the City Center Redevelopment, including the Downtown Staircase
- Continued participation in the Health / Wellness Program
- Supported city staff in processing PRA requests
- Negotiated and finalized 7 labor agreements.
- Provided legal advice and support for SR 99 Phase V Construction and Claim
- Reviewed and revised multiple city-wide forms
- Collected approximately \$280,700 for damage to City property
- Transitioned the City to an insurance pool
- Trained Police
- Prosecuted asset forfeitures, including real property
- Drafted multiple ordinances and resolutions
- Begin consultation and selection of software to replace Justware

2021/2022 ANTICIPATED KEY PROJECTS

LAW

- Continue to assist staff in City Center Redevelopment projects
- Assist staff and/or represent the City regarding enforcement of business licenses
- Continue participation in regional work groups that deal with issues affecting the City: NPDES, SWM, Domestic Violence, PSERN
- Continue training for departments
- Continue updating FWRC to remain compliant with state and federal law
- Continue to enforce the FWRC and maintain code compliance
- Assist departments with:
 - Comprehensive Plan Amendments
 - Public Records
 - Training
 - Code Amendments
 - Department directed projects
 - Prosecuting and Defending drug asset seizures
- Review legal documents and participate in legal proceedings
- Review and revise public contracting processes and forms
- Continue negotiating 5 labor agreements
- Continue participating in the Health / Wellness Program for employees
- Continue to maintain records as authorized by the State Archivist to reduce storage costs
- Continue to provide training for police officers
- Continue prosecuting misdemeanors
- Continue reviewing insured property
- Continue collection efforts for damage to City property
- Continue advising on mandated public safety standards
- Assist in selection and implementation of software to replace Justware

LAW DEPARTMENT OVERVIEW

Responsible Manager: *Ryan Call, City Attorney*

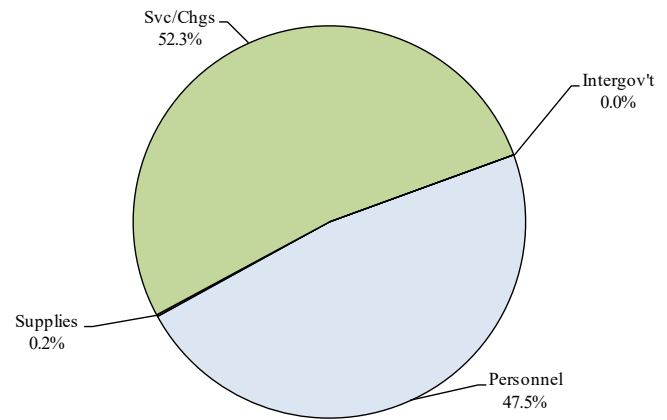
PURPOSE/DESCRIPTION:

The City Attorney's office is divided into three divisions: Civil, Criminal, and Risk Management. The Civil Division provides a full range of legal services and advice to the Mayor, City Council, Municipal Court, all City Boards and Commissions, City management and staff. The Criminal Division assists in providing prosecution, pre-sentencing and sentencing, and providing assistance and information about safety and the criminal justice system to victims of domestic violence. The Risk Management Division administers auto and liability insurance through an insurance pool and evaluates the risk throughout the City.

GOALS/OBJECTIVES:

- Provide quality and cost-effective legal advice and services to the Mayor, City Council, Municipal Court, Boards and Commissions and City Departments;
- Defend or prosecute all litigation involving the City;
- Advise and train City staff to minimize potential litigation.

2021 Adopted Expenditures by Category



POSITION INVENTORY:

Positions	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	Grade
			Adopted	Adjusted	Projected			
Director-City Attorney	1.00	1.00	1.00	1.00	1.00	1.00	1.00	58E
Deputy City Attorney	1.00	1.00	1.00	-	-	-	-	56
Assistant City Attorney - 0.50 FTE funded by Prop. 1	1.00	1.00	1.00	2.00	2.00	2.00	2.00	53
Chief City Prosecutor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	54
City Prosecutor - 1.5 fte funded by Prop. 1	3.00	3.00	3.00	3.00	3.00	3.00	3.00	45
Lead Paralegal	1.00	1.00	1.00	1.00	1.00	1.00	1.00	33
Domestic Violence Legal Advocate	1.00	1.00	1.00	1.00	1.00	1.00	1.00	29
Paralegal	1.00	1.00	1.00	1.00	1.00	1.00	1.00	29
Legal Assistant	2.50	2.50	3.00	2.50	2.50	2.50	2.50	25
Total Regular Staffing	12.50	12.50	13.00	12.50	12.50	12.50	12.50	n/a
Change from prior year	-	-	0.50	-	-	-	-	n/a
Grand Total Staffing	12.50	12.50	13.00	12.50	12.50	12.50	12.50	n/a

DEPARTMENT SUMMARY:

Code	Item	2018	2019	2020			2021	2022	21 Adopted - 20 Adj	
		Actual	Actual	Adopted	Adjusted	Projected	Adopted	Adopted	\$ Chg	% Chg
Revenue Summary:										
51	Civil Legal Svcs	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ -	0.0%
114	Proposition 1	240,520	236,916	275,749	275,749	275,749	267,895	278,996	(7,854)	-2.8%
501	Risk Management	1,165,133	1,237,986	1,166,040	1,166,040	1,166,040	1,196,040	1,196,040	30,000	2.6%
Total Revenues:		\$ 1,405,653	\$ 1,474,902	\$ 1,444,289	\$ 1,444,289	\$ 1,444,289	\$ 1,466,435	\$ 1,477,536	\$ 22,146	1.5%
General Fund Operating Expenditure Summary:										
51	Civil Legal Svcs	851,969	856,841	789,720	919,920	919,920	970,331	974,797	50,411	5.5%
52	Criminal Prosecution	717,523	750,449	764,733	765,483	765,483	774,742	776,142	9,259	1.2%
Subtotal Operating Exp.:		\$ 1,569,492	\$ 1,607,290	\$ 1,554,453	\$ 1,685,403	\$ 1,685,403	\$ 1,745,073	\$ 1,750,938	\$ 59,671	3.5%
Non-General Fund Operating Expenditure Summary:										
114	Proposition 1	240,520	236,916	275,749	275,749	275,749	267,895	278,996	(7,854)	-2.8%
501	Risk Management	1,143,244	1,330,934	1,453,932	2,282,261	2,282,261	1,475,512	1,486,275	(806,749)	-35.3%
Subtotal Non-GF Oper. Exp.:		\$ 1,383,764	\$ 1,567,851	\$ 1,729,681	\$ 2,558,010	\$ 2,558,010	\$ 1,743,407	\$ 1,765,271	\$ (814,603)	-31.8%
Total Expenditures:		\$ 2,953,256	\$ 3,175,141	\$ 3,284,134	\$ 4,243,413	\$ 4,243,413	\$ 3,488,481	\$ 3,516,209	\$ (754,932)	-17.8%

LAW DEPARTMENT OVERVIEW**Responsible Manager: Ryan Call, City Attorney****HIGHLIGHTS/CHANGES:**

The Law Department's adopted operating budget totals \$3,488,481 in 2021 and \$3,516,209 in 2022. This is a 17.8% or \$754,932 decrease to the 2021 adopted budget from the 2020 adjusted budget. The table below includes the General Fund, Proposition 1 Fund, and the Risk Management Fund. Major line item changes include:

- **Salaries & Wages** – Increase of \$57,543 primarily due to scheduled step increases, reclassifying of Chief City Prosecutor, and changes of employees in positions.
- **Benefits** – Decrease of \$6,471 primarily due to employee changes resulting in changes of benefits.
- **Services and Charges** – Net decrease of \$656,342 primarily due to elimination of one-time legal settlements.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
31X	Taxes	\$ 240,520	\$ 236,916	\$ 275,749	\$ 275,749	\$ 275,749	\$ 267,895	\$ 278,996	\$ (7,854)	-2.8%
34X	Charges for Services	1,035,343	1,103,040	1,103,040	1,103,040	1,103,040	1,103,040	1,103,040	-	0.0%
35X	Fines and Penalties	-	-	2,500	2,500	2,500	2,500	2,500	-	0.0%
36X	Miscellaneous	129,790	134,946	63,000	63,000	63,000	93,000	93,000	30,000	47.6%
Total Revenues:		\$ 1,405,653	\$ 1,474,902	\$ 1,444,289	\$ 1,444,289	\$ 1,444,289	\$ 1,466,435	\$ 1,477,536	\$ 22,146	1.5%
Expenditure Summary:										
1XX	Salaries & Wages	1,118,546	1,153,370	1,144,393	1,144,393	1,144,393	1,201,936	1,214,230	57,543	5.0%
2XX	Benefits	368,348	376,343	463,207	463,207	463,207	456,736	461,407	(6,471)	-1.4%
3XX	Supplies	3,794	2,595	4,575	5,525	5,525	5,525	5,525	-	0.0%
4XX	Services and Charges	1,462,567	1,642,833	1,671,459	2,479,788	2,479,788	1,823,784	1,834,547	(656,004)	-26.5%
5XX	Intergovernmental	-	-	500	500	500	500	500	-	0.0%
0XX	Other Financing Use	-	-	-	150,000	150,000	-	-	(150,000)	-100.0%
Total Expenditures:		\$ 2,953,256	\$ 3,175,141	\$ 3,284,134	\$ 4,243,413	\$ 4,243,413	\$ 3,488,481	\$ 3,516,209	\$ (754,932)	-17.8%

LAW CIVIL LEGAL SERVICES

Responsible Manager: *Ryan Call, City Attorney*

PURPOSE/DESCRIPTION:

The City Attorney, and two Assistant City Attorneys, aided by support staff, provide legal advice to the Mayor, City Council, Municipal Court, all City Boards and Commissions, Department Directors and staff. The most important function of the Civil Division of the Law Department is to provide proactive legal advice to all City officials and staff. This ensures the actions of the City are legally defensible, complies with the most current state and federal laws, and minimizes the risk of litigation.

The Civil Division supports the Council's policy of contracting for services by drafting, reviewing, and approving all contracts. Other duties include preparing ordinances, resolutions, orders, interlocal agreements, and coordinating and supervising the services of outside legal counsel. The Civil Division also oversees Risk Management for the City.

A portion of Proposition 1 Funding is used by the Civil Division to litigate asset forfeiture cases and code enforcement matters.

GOALS/OBJECTIVES:

- Provide timely and accurate legal advice to the Mayor, City Council, Municipal Court, and staff on all legal questions;
- Assist and pursue the City's legislative goals;
- Review and provide code revisions in order to keep the Code current with state and federal laws;
- Draft, negotiate and review franchises, contracts, leases, development agreements, real estate transactions, and labor agreements;
- Provide training for contracts, supervision, police, and public records;
- Provide risk management oversight.

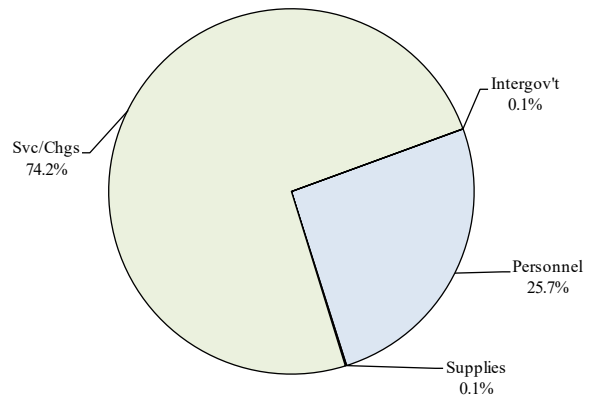
PERFORMANCE MEASURES:

Type/Description	2019	2020	2021	2022
Workload Measures:				
• Number of contracts drafted/reviewed	614	530	530	530
• Number of Ordinances/Resolutions Drafted/Reviewed	63	50	45	45
• Number of Litigation matters (excludes condemnation litigation)	17	13	10	10
• Number of Labor Agreements	4	3	3	5
• Asset Forfeitures	6	5	5	5
Efficiency Measures:				
• Contracts reviewed per attorney per year	204	177	177	177
• Number of projects/files opened – major issues (not including subfiles)	20	20	20	20

POSITION INVENTORY:

Positions	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	Grade
			Adopted	Adjusted	Projected			
Director-City Attorney	0.80	0.80	0.80	0.80	0.80	0.80	0.80	58E
Deputy City Attorney	1.00	1.00	1.00	-	-	-	-	56
Assistant City Attorney - 0.50 FTE funded by Prop. 1	1.00	1.00	1.00	2.00	2.00	2.00	2.00	53
Lead Paralegal	1.00	1.00	1.00	1.00	1.00	1.00	1.00	33
Legal Assistant	1.00	1.00	1.00	1.00	1.00	1.00	1.00	25
Total Regular Staffing	4.80	4.80	4.80	4.80	4.80	4.80	4.80	n/a
Change from prior year		-	-	-	-	-	-	n/a
Grand Total Staffing	4.80	4.80	4.80	4.80	4.80	4.80	4.80	n/a

2021 Adopted Expenditures by Category



LAW CIVIL LEGAL SERVICES

Responsible Manager: *Ryan Call, City Attorney*

HIGHLIGHTS/CHANGES:

The Law Department Civil Division's adopted operating budget totals \$2,445,843 in 2021 and \$2,461,072 in 2022. This is a 23.6% or \$756,338 decrease to the 2021 adopted budget from the 2020 adjusted budget. The table below includes the General Fund, and the Risk Management Fund. Major line item changes include:

- **Salaries & Wages** – Net increase of \$45,140 primarily due to scheduled step increases and changes of employees in positions.
- **Benefits** – Net increase of \$4,864 primarily due to increased health insurance premiums.
- **Services and Charges** – Net decrease of \$656,342 primarily due to elimination of one-time legal settlements.

REVENUE AND EXPENDITURE SUMMARY:

CIVIL LEGAL SERVICES – GENERAL FUND & RISK FUND

Code	Item	2018	2019	2020			2021	2022	21 Adopted - 20 Adj	
		Actual	Actual	Adopted	Adjusted	Projected	Adopted	Adopted	\$ Chg	% Chg
Revenue Summary:										
34X	Charges for Services	\$ 1,035,343	\$1,103,040	\$1,103,040	\$1,103,040	\$1,103,040	\$1,103,040	\$1,103,040	\$ -	0.0%
35X	Fines and Penalties	-	-	2,500	2,500	2,500	2,500	2,500	-	0.0%
36X	Miscellaneous	129,790	134,946	63,000	63,000	63,000	93,000	93,000	30,000	47.6%
Total Revenues:		\$ 1,165,133	\$ 1,237,986	\$ 1,168,540	\$ 1,168,540	\$ 1,168,540	\$ 1,198,540	\$ 1,198,540	\$ 30,000	2.6%
Expenditure Summary:										
1XX	Salaries and Wages	404,068	417,690	409,651	409,651	409,651	454,791	458,027	45,140	11.0%
2XX	Benefits	131,816	135,727	167,957	167,957	167,957	172,821	174,050	4,864	2.9%
3XX	Supplies	2,198	2,132	2,750	2,950	2,950	2,950	2,950	-	0.0%
4XX	Services and Charges	1,457,131	1,632,227	1,662,794	2,471,123	2,471,123	1,814,781	1,825,544	(656,342)	-26.6%
5XX	Intergovernmental	-	-	500	500	500	500	500	-	0.0%
0XX	Other Financing Use	-	-	-	150,000	150,000	-	-	(150,000)	-100.0%
Total Expenditures:		\$ 1,995,213	\$ 2,187,776	\$ 2,243,652	\$ 3,202,181	\$ 3,202,181	\$ 2,445,843	\$ 2,461,072	\$ (756,338)	-23.6%

LAW CRIMINAL PROSECUTION SERVICES

Responsible Manager: *Jennifer Castleton, Chief Prosecutor*

PURPOSE/DESCRIPTION:

Four attorneys act as City Prosecutors in the Federal Way Municipal Court where non-felony cases are prosecuted. The prosecutors also appear on appeals from these cases. Legal defense for indigent defendants is provided through a contract with an outside law firm under the Mayor's budget. The prosecution staff handles an average of 1,000 infractions and 3,050 criminal citations per year.

The City Prosecutors and support staff coordinate all facets of enforcement of the City's Municipal Code: law enforcement, municipal court personnel, probation services, jail bookings and transport, counseling services, citizen/witness coordination, appointed and private defense counsels, and outside jurisdictions on shared defendants.

In addition, the prosecutors and support staff have frequent contact with citizens, victims, witnesses and defendants, respond to questions about victim assistance, criminal procedures, and case setting information, and advise the police regarding criminal and infraction matters.

The Criminal Prosecution Division continues to use Proposition 1 Funding for the prosecution of Domestic Violence offenses, persistent City Code violators, and prosecution of drug/asset forfeitures.

GOALS/OBJECTIVES:

- Protect the safety of the public through effective prosecution of offenders.
- Work with the Police Department for effective prosecution of domestic violence matters, DUI, and drug/asset forfeitures.
- Effectively use resources by working with the Police Department and Municipal Court to use the prosecutor and staff time more efficiently and reduce officer overtime.
- Provide training for police officers.

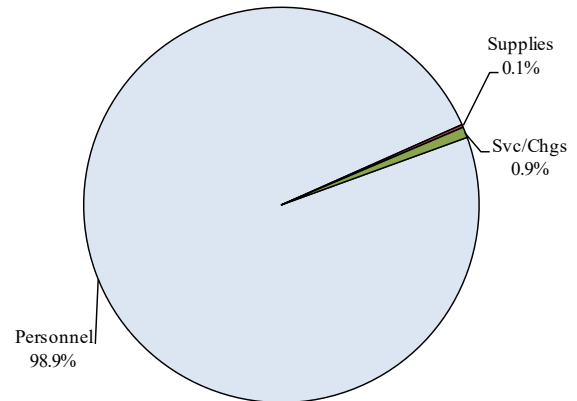
PERFORMANCE MEASURES:

Type/Description	2019	2020	2021	2022
Workload Measures:				
• Cases filed – criminal citations	3,035	3,050	3,100	3,100
• Domestic Violence cases received in System*- (included in above criminal citation filings)	494	450	450	450
Outcome Measures:				
• Total resolved cases	2,741	2,600	3,000	3,000
Efficiency Measures:				
• Criminal cases per prosecutor**	759*	763*	775*	775*

*Doesn't include cases reviewed unit not charged

**The average cases per prosecutor are based on 4 FTE's

2021 Adopted Expenditures by Category



LAW CRIMINAL PROSECUTION SERVICESResponsible Manager: *Jennifer Castleton, Chief Prosecutor***POSITION INVENTORY:**

Positions	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	Grade
			Adopted	Adjusted	Projected			
Director-City Attorney	0.20	0.20	0.20	0.20	0.20	0.20	0.20	58E
Chief City Prosecutor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	54
City Prosecutor - 1.5 fte funded by Prop. 1	3.00	3.00	3.00	3.00	3.00	3.00	3.00	45
Domestic Violence Legal Advocate	1.00	1.00	1.00	1.00	1.00	1.00	1.00	29
Paralegal	1.00	1.00	1.00	1.00	1.00	1.00	1.00	29
Legal Assistant	1.50	1.50	2.00	1.50	1.50	1.50	1.50	25
Total Regular Staffing	7.70	7.70	8.20	7.70	7.70	7.70	7.70	n/a
Change from prior year	-	-	0.50	-	-	-	-	n/a
Grand Total Staffing	7.70	7.70	8.20	7.70	7.70	7.70	7.70	n/a

HIGHLIGHT/CHANGES:

The Law Department Criminal Division's adopted operating budget totals \$1,042,637 in 2021 and \$1,055,138 in 2022. This is a 0.1% or \$1,405 increase to the 2021 adopted budget from the 2020 adjusted budget. Major line item changes include:

- **Salaries & Wages** - Net increase of \$12,403 due to scheduled step increases.
- **Benefits** - Net decrease of \$11,335 due to employee changes resulting in changes of benefits.

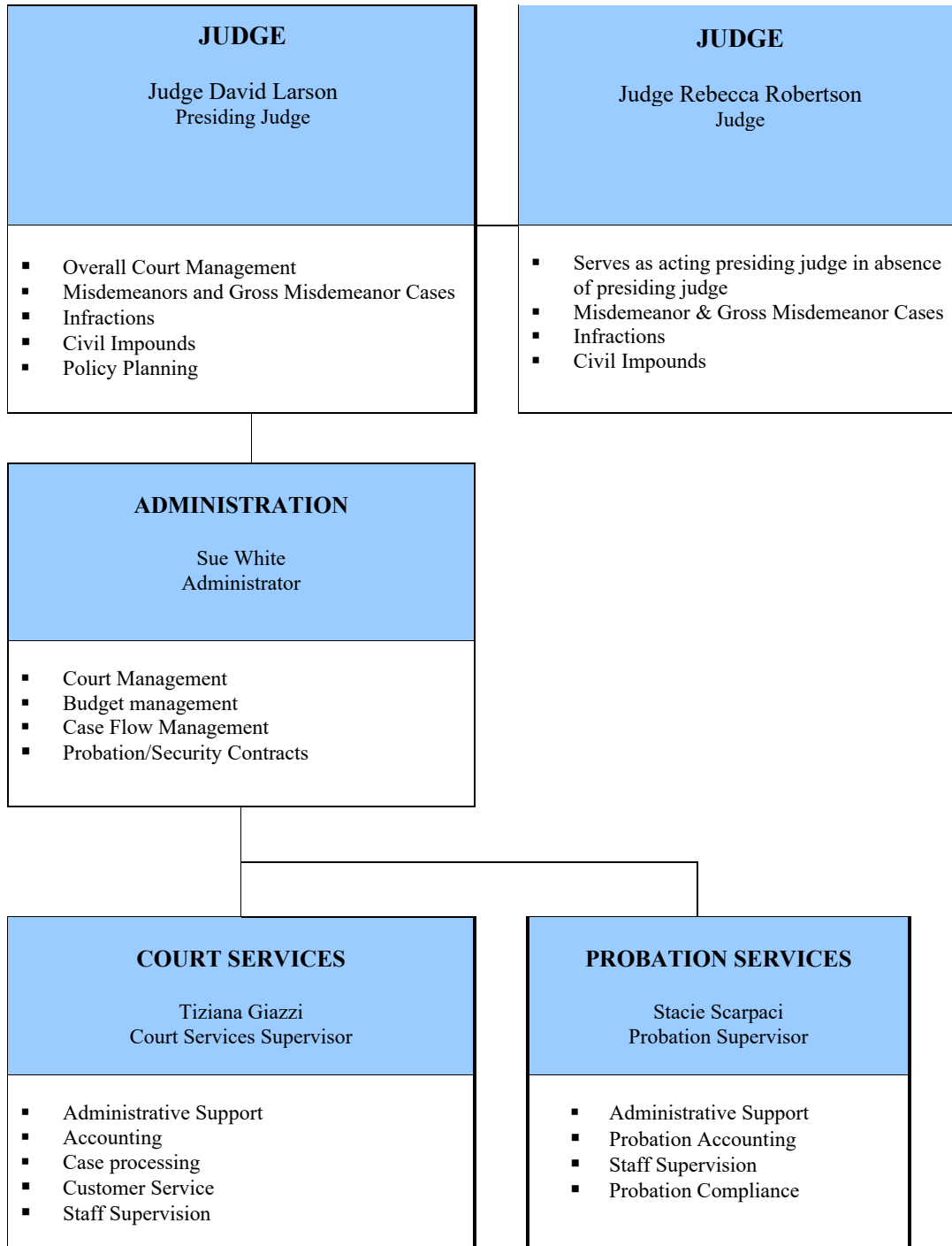
REVENUE AND EXPENDITURE SUMMARY:**CRIMINAL PROSECUTION SERVICES – GENERAL FUND**

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Expenditure Summary:										
1XX	Salaries & Wages	531,235	555,838	534,924	534,924	534,924	553,018	554,032	18,094	3.4%
2XX	Benefits	179,256	183,542	219,319	219,319	219,319	210,147	210,532	(9,172)	-4.2%
3XX	Supplies	1,596	463	1,825	2,575	2,575	2,575	2,575	-	0.0%
4XX	Services and Charges	5,436	10,605	8,665	8,665	8,665	9,003	9,003	338	3.9%
Total Expenditures:		\$ 717,523	\$ 750,449	\$ 764,733	\$ 765,483	\$ 765,483	\$ 774,742	\$ 776,142	\$ 9,259	1.2%

CRIMINAL PROSECUTION SERVICES – PROPOSITION 1 FUND

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
31X	Taxes	\$ 240,520	\$ 236,916	\$ 275,749	\$ 275,749	\$ 275,749	\$ 267,895	\$ 278,996	\$ (7,854)	-2.8%
Total Revenues:		\$ 240,520	\$ 236,916	\$ 275,749	\$ 275,749	\$ 275,749	\$ 267,895	\$ 278,996	\$ (7,854)	-2.8%
Expenditure Summary:										
1XX	Salaries & Wages	183,244	179,842	199,818	199,818	199,818	194,127	202,171	(5,691)	-2.8%
2XX	Benefits	57,276	57,074	75,931	75,931	75,931	73,768	76,825	(2,163)	-2.8%
Total Expenditures:		\$ 240,520	\$ 236,916	\$ 275,749	\$ 275,749	\$ 275,749	\$ 267,895	\$ 278,996	\$ (7,854)	-2.8%

MUNICIPAL COURT



MUNICIPAL COURT

Responsible Manager: *David Larson, Presiding Judge*

2019/2020 ACCOMPLISHMENTS

PERSONNEL

- Maintain and encourage professional development for all staff.
- Ongoing development and maintenance of case management system.
- Staff continues to maintain a high degree of professional competency and customer service.

COMMUNITY OUTREACH

- Created a Community Court with little taxpayer expense by partnering with Valley Cities and New Connections.
 - Note: COVID-19 has resulted in the loss of Valley Cities as a partner
- Helped host a televised Teen Domestic Violence *In Their Shoes* demonstration and discussion in conjunction with the Federal Way Domestic Violence Task Force.
- Partnered with South Seattle College on Justice Involved Solutions education and training program.
- Annual Federal Way School District and the Federal Way Arts Commission Court Art Contest. The theme is *Liberty and Justice for All*.
 - COVID-19 interfered with the ability to have the 2020 contest
- Continued regular coordination meetings with Judges, Court Administrator, Court Services Supervisor, Probation, Prosecutor, and Public Defenders.
- Mediations through Dispute Resolution Center of King County continue to be held.
- Both judges are involved in District and Municipal Court Judges Association activities and committees as well as other professional and civic organizations.
- Judge Larson and Judge Robertson continue to teach new judges at the State Judicial College.
- Partnered with the Diversity Commission and the Supreme Court Minority and Justice Commission for a booth at the Flavor of Federal Way to promote jury service for people of color.
- Holding a series of listening sessions with the Black and Brown community leaders to develop strategies for reform.

PROGRAMS/COST REDUCTIONS/EFFICIENCIES

- Remodel of all three courtrooms and added equipment to allow for ZOOM hearings due to COVID 19.
- Replacing twenty-year-old audio equipment in Court Room 3.
- Court recording system upgraded to newer technology in Courtrooms 1 and 2.
- New audio equipment for interpreters to allow remote interpreting.
- New Jury software created internally by our IT department to replace an antiquated Jury Master system.
- Increased accounting measures due to counterfeit checks being created to have the same routing number and appearance of our key Bank account.
- Electronic docket system for court lobby.
- Ongoing utilization of South King County Multi-Service Center jobs program for temporary staff.
- Remodel of Courtroom 3 to provide additional security due to SCORE replacement contract with new jails requiring transports of defendants.
- Create local rule allowing defendants to receive court orders and notices/summons via email to save postage costs, reduce failures to appear, and reduce arrest warrants. Reducing arrest warrants will save jail costs and keep people out of jail.

2020/21 ANTICIPATED KEY PROJECTS

- Rebuild Community Court with increased services and the need to pay for onsite evaluations.
- The provider will no longer service our JustWare system so we need to develop a new case management system.
- Create Community Service partnerships to better serve Federal Way and provide a structured means for defendants to perform community service for fines and punishments.
- Continue to work with the police, mayor, prosecutor, defense counsel, probation and other agencies to develop jail and jail alternative programs that reduce costs yet assure public safety.
- Research costs and benefits of using automated notification of court dates and payment due dates to reduce warrants and increase fine collections.
- Implement therapeutic programs for first time offenders.

MUNICIPAL COURT

Responsible Manager: *David Larson, Presiding Judge*

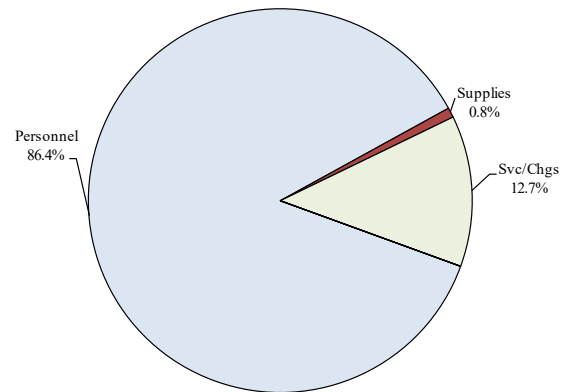
PURPOSE/DESCRIPTION:

The Municipal Court of the City of Federal Way is organized under RCW 3.50 with jurisdiction over violations of the Federal Way Revised Code and Revised Code of Washington provisions adopted by the City that occur within the boundaries of the City of Federal Way.

GOALS/OBJECTIVES:

- Provide an accessible forum for individuals to resolve issues.
- Provide a forum to settle disputes in a fair, efficient, courteous and dignified way in accordance with due process of law.

2021 Adopted Expenditures by Category



PERFORMANCE MEASURES:

Type/Description	2019	2020	2021	2022
Workload Measures:				
• Traffic Infraction Filings/Parking	6,649	4,034	8,000	8,000
• Non-Traffic Infraction Filings	246	184	250	250
• DUI Filings	179	146	200	200
• Criminal Traffic Filings	1,380	610	1,100	1,100
• Criminal Non-Traffic Filings	1,476	1,036	1,800	1,800
• Civil Filings	7	4	6	6
• Photo Enforcement Filings	36,754	26,400 ¹	25,000	25,000
• Total Case Filings	46,691	32,424²	36,356	36,356
• Infraction Hearings Held/Parking	2,879	1,922	4,500	4,500
• DUI Hearings Held	1,566	1,168	1,800	1,800
• Criminal Traffic Hearings Held	3,049	1,572	2,700	2,700
• Criminal Non-Traffic Hearings Held	7,742	4,766	6,800	6,800
• Photo Enforcement Hearings Held	8,010	6,000	6,500	6,500
• Total Hearings Held	23,226	15,428³	22,300	22,300

POSITION INVENTORY:

Positions	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	Grade
			Adopted	Adjusted	Projected			
Municipal Court Judge (0.5 FTE funded by Prop 1)	2.00	2.00	2.00	2.00	2.00	2.00	2.00	58g
Court Administrator	1.00	1.00	1.00	1.00	1.00	1.00	1.00	50a
Court Clerk II	5.00	5.00	5.00	4.00	4.00	4.00	4.00	21c
Probation Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	41
Court Services Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	39
Probation Officer	1.00	1.00	1.00	1.00	1.00	1.00	1.00	34
Probation Clerk	1.00	1.00	1.00	1.00	1.00	1.00	1.00	14
Court Clerk I (1.0 FTE funded by Prop 1)	4.00	4.00	4.00	5.00	5.00	5.00	5.00	14c
Total Regular Staffing	16.00	16.00	16.00	16.00	16.00	16.00	16.00	n/a
Change from prior year	-	-	-	-	-	-	-	n/a
Grand Total Staffing	16.00	16.00	16.00	16.00	16.00	16.00	16.00	n/a

¹ School zone cameras were shut down due to school closures.

² Due to COVID-19 related orders from the Governor and Supreme Court there are 541 criminal cases in the queue waiting to be filed by the prosecutor.

³ The court was only open for in custody and serious cases pursuant to COVID-19 orders from the Governor and Supreme Court. This resulted in thousands of hearings being stricken. Hearings needed to be reset multiple times due to the extension of the orders. This extensive extra work will not appear in the statistics because the hearings were not "held."

MUNICIPAL COURT

Responsible Manager: *David Larson, Presiding Judge*

HIGHLIGHTS/CHANGES:

The Municipal Court's adopted operating budget totals \$2,048,798 in 2021 and \$2,074,615 in 2022. This is 1.3% or \$27,248 decrease to the 2021 adopted budget from the 2020 adjusted budget. Major line item changes include:

- **Salaries & Wages/Benefits** – Net Increase of \$54,273 primarily due to scheduled step increases, and changes of employees in positions.
- **Capital Outlay** – Net Decrease of \$62,000 due to elimination of one-time purchase of computers and cameras for the court.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2018	2019	2020			2021	2022	21 Adopted - 20 Adj	
		Actual	Actual	Adopted	Adjusted	Projected	Adopted	Adopted	\$ Chg	% Chg
Revenue Summary:										
31X	Taxes	161,002	168,124	185,347	185,347	185,347	190,102	194,159	\$ 4,755	2.6%
33X	Intergovernmental	58,649	55,602	50,000	32,000	32,000	32,000	32,000	-	0.0%
34X	Charges for Services	313,507	244,980	357,529	272,988	272,988	272,988	272,988	-	0.0%
35X	Fines and Penalties	748,944	786,176	916,901	784,901	784,901	784,901	784,901	-	0.0%
36X	Miscellaneous	96,775	89,017	111,241	111,241	111,241	111,241	111,241	-	0.0%
Total Revenues:		\$ 1,378,914	\$ 1,343,938	\$ 1,621,089	\$ 1,386,548	\$ 1,386,548	\$ 1,391,303	\$ 1,395,360	\$ 4,755	0.3%
Municipal Court General Fund Operations Expenditure Summary:										
1XX	Salaries & Wages	890,912	905,195	902,860	902,860	902,860	951,017	963,701	\$ 48,157	5.3%
2XX	Benefits	351,371	346,386	370,173	370,173	370,173	338,397	343,216	(31,776)	-8.6%
3XX	Supplies	12,790	6,582	10,050	10,050	10,050	10,050	10,050	-	0.0%
4XX	Services and Charges	112,574	145,776	116,598	116,598	116,598	116,598	116,598	-	0.0%
6XX	Capital Outlay	-	-	-	62,000	62,000	-	-	(62,000)	-100.0%
Subtotal Operating Exp:		\$ 1,367,647	\$ 1,403,939	\$ 1,399,681	\$ 1,461,681	\$ 1,461,681	\$ 1,416,062	\$ 1,433,566	\$ (45,619)	-3.1%
Probation Office General Fund Expenditure Summary:										
1XX	Salaries & Wages	181,512	187,183	194,352	194,352	194,352	211,260	214,344	16,908	8.7%
2XX	Benefits	84,073	83,699	83,571	83,571	83,571	80,279	81,451	(3,293)	-3.9%
3XX	Supplies	-	238	6,900	6,900	6,900	6,900	6,900	-	0.0%
4XX	Services and Charges	53,690	77,379	82,645	82,645	82,645	82,645	82,645	-	0.0%
6XX	Capital Outlay	-	-	-	-	-	-	-	-	n/a
Subtotal Probation Exp:		\$ 319,276	\$ 348,500	\$ 367,468	\$ 367,468	\$ 367,468	\$ 381,084	\$ 385,340	\$ 13,615	3.7%
Prop 1 Fund Expenditure Summary:										
1XX	Salaries & Wages	117,868	125,751	120,163	120,163	120,163	137,755	140,695	\$ 17,592	14.6%
2XX	Benefits	43,134	42,373	45,662	45,662	45,662	52,347	53,464	6,685	14.6%
9XX	Internal Services/Other	-	-	19,522	19,522	19,522	-	-	(19,522)	-100.0%
Subtotal Prop 1 Exp:		\$ 161,002	\$ 168,124	\$ 185,347	\$ 185,347	\$ 185,347	\$ 190,102	\$ 194,159	\$ 4,755	2.6%
Traffic Safety Fund Expenditure Summary:										
4XX	Services and Charges	-	-	61,550	61,550	61,550	61,550	61,550	-	0.0%
Subtotal Traffic Safety Exp:		\$ -	\$ -	\$ 61,550	\$ 61,550	\$ 61,550	\$ 61,550	\$ 61,550	\$ -	0.0%
Total Expenditures:		\$ 1,847,925	\$ 1,920,563	\$ 2,014,046	\$ 2,076,046	\$ 2,076,046	\$ 2,048,798	\$ 2,074,615	\$ (27,248)	-1.3%

NON – DEPARTMENTAL**PURPOSE/DESCRIPTION:**

Non – Departmental includes revenues and expenditures that are allocated city-wide. Major revenue sources include Property Tax, Sales Tax, Real Estate Excise Tax, Liquor Tax, Rent for Land, Administration Fees, and Other Financing Sources such as Transfer in of Utility tax to subsidize the General Fund.

HIGHLIGHTS/CHANGES:

The Non-Departmental adopted operating budget totals \$52,121,365 in 2021 and \$34,448,471 in 2022. This is 23.5% or \$9,911,585 increase to the 2021 adopted budget from the 2020 adjusted budget. Major line item changes include:

- **Salaries & Wages** – Decrease of \$814,077 primarily due negotiated increases in salaries being allocated in the department budgets.
- **Supplies** – Decrease of \$99,300 due to elimination of one-time Covid-19 supplies.
- **Services and Charges** – Decrease of \$4,766,092 primarily due to the elimination of one-time grants given to businesses for Covid-19, and one-time legal settlements.
- **Capital Outlays** – Decrease of \$617,665 primarily due to elimination of one-time Covid-19 capital purchases of equipment and vehicles, and one-time Council Chambers AV upgrades.
- **Debt Services** – Increase of \$14,336,207 primarily due to payoff of principal for Federal Way Community Center and Target Property Bonds due to refunding of the bonds.
- **Internal Service** – Increase of \$319,072 due to increased cost of IT services, and purchase of software and services for cyber security.
- **Other Financing Use** – Net Increase of \$1,453,731 primarily due to an increase in transfer out from 103 utility tax fund to 102 arterial street overlay fund due to new solid waste utility tax for overlay projects.

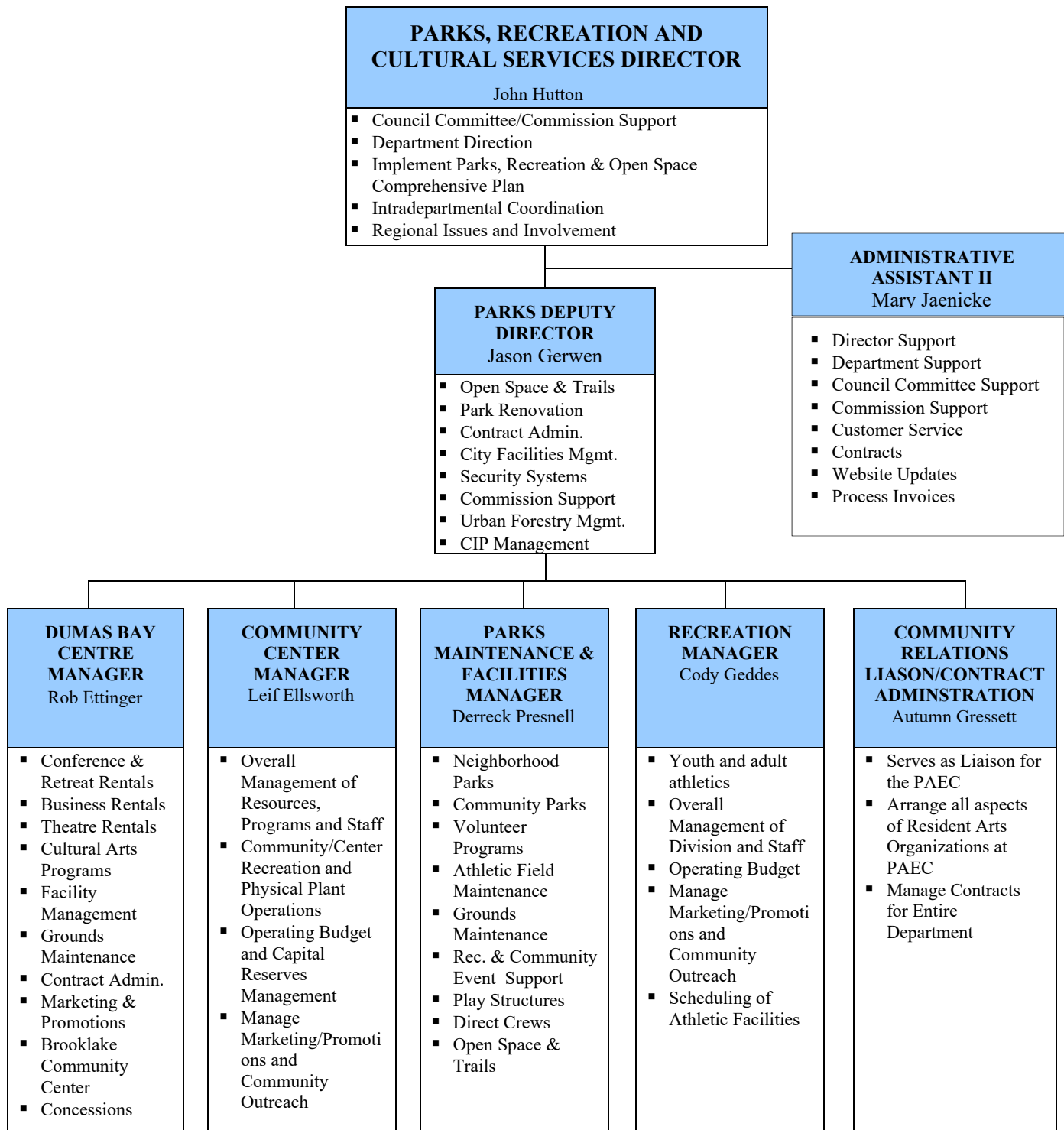
REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2018	2019	2020			2021	2022	21 Adopted - 20 Adj	
		Actual	Actual	Adopted	Adjusted	Projected	Adopted	Adopted	\$ Chg	% Chg
Revenue Summary:										
31X	Taxes	43,057,303	44,991,807	44,214,703	44,869,280	44,869,280	46,717,885	46,689,203	1,848,605	4.1%
32X	Licenses and Permits	2,913,659	2,471,520	2,667,024	2,667,024	2,667,024	1,818,444	1,818,444	(848,580)	-31.8%
33X	Intergovernmental	2,802,959	3,674,594	2,534,000	7,256,226	7,256,226	1,549,000	1,549,000	(5,707,226)	-78.7%
34X	Charges for Services	4,979,558	5,125,389	5,030,696	5,165,919	5,165,919	5,328,653	5,159,946	162,734	3.2%
35X	Fines and Penalties	4,258	7,500	2,000	2,000	2,000	2,000	2,000	-	0.0%
36X	Miscellaneous	739,182	1,098,510	395,000	619,020	619,020	594,299	595,000	(24,721)	-4.0%
37X	Proprietary Fund Revenues	482,308	281,299	400,000	400,000	400,000	400,000	400,000	-	0.0%
39X	Other Financing Sources	10,548,094	29,679,266	11,440,299	12,807,276	12,807,276	24,583,601	8,429,152	11,776,324	92.0%
Total Revenues:		\$ 65,527,319	\$ 87,329,884	\$ 66,683,722	\$ 73,786,745	\$ 73,786,745	\$ 80,993,881	\$ 64,642,745	\$ 7,207,136	9.8%
Expenditure Summary:										
1XX	Salaries & Wages	13,943	10,472	1,188,929	1,188,929	497,688	374,852	216,498	(814,077)	-68.5%
2XX	Benefits	1,205	910	-	-	-	171,241	-	171,241	n/a
3XX	Supplies	92,915	20,939	1,000	101,300	101,300	2,000	2,000	(99,300)	-98.0%
4XX	Services and Charges	5,753,960	5,275,761	8,521,373	11,363,006	11,363,006	6,596,914	6,379,973	(4,766,092)	-41.9%
5XX	Intergovernmental	22,292	1,611	30,000	30,000	30,000	30,000	30,000	-	0.0%
6XX	Capital Outlay	2,397,811	799,713	52,000	798,665	798,665	181,000	-	(617,665)	-77.3%
7XX	Debt Service-Principal	500,000	12,882,847	1,253,881	1,878,881	1,878,881	16,215,088	2,003,716	14,336,207	763.0%
8XX	Debt Service-Interest	524,490	1,045,384	1,091,076	1,091,076	1,091,076	1,019,544	952,174	(71,532)	-6.6%
9XX	Internal Service	5,148,235	5,493,599	5,755,664	5,940,719	5,940,719	6,259,791	6,201,298	319,072	5.4%
0XX	Other Financing Use	16,300,411	17,979,479	15,637,416	19,817,204	19,817,204	21,270,935	18,662,812	1,453,731	7.3%
Total Expenditures:		\$ 30,755,262	\$ 43,510,716	\$ 33,531,339	\$ 42,209,780	\$ 41,518,539	\$ 52,121,365	\$ 34,448,471	\$ 9,911,585	23.5%

OPERATING BUDGET

EXPENDITURE BY FUND:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Expenditure Summary:										
001	General Fund	7,599,489	10,345,167	11,736,389	16,999,097	16,307,856	11,479,633	10,109,569	(5,519,464)	-32.5%
103	Utility Tax	9,142,916	8,661,285	9,687,000	11,230,239	11,230,239	12,058,633	12,034,394	828,394	7.4%
104	Sales/Use Tax - Affrd. & Supprt.	-	-	-	41,020	41,020	-	-	(41,020)	-100.0%
107	Special Contracts/Studies	6,056	28,003	7,000	407,000	407,000	-	-	(407,000)	-100.0%
109	Hotel/Motel Lodging Tax	90,047	167,984	224,700	300,000	300,000	155,000	155,000	(145,000)	-48.3%
113	Real Estate Excise Tax	4,142,129	5,314,370	4,254,567	4,818,641	4,818,641	3,973,018	3,437,426	(845,624)	-17.5%
120	Paths & Trails	-	-	-	-	-	200,000	-	200,000	n/a
121	Technology Fund	-	-	-	67,100	67,100	181,000	14,300	113,900	169.7%
188	Strategic Reserve	2,213,331	-	-	-	-	601,800	2,000	601,800	n/a
189	Parks Reserve	-	719,409	-	-	-	-	15,793	-	n/a
201	Debt Service	2,024,490	13,928,233	2,344,957	2,969,957	2,969,957	17,434,315	3,093,264	14,464,358	487.0%
301	Downtown Redevelopment	505,393	-	-	100,000	100,000	600,000	205,000	500,000	500.0%
302	City Facilities	618	-	-	-	-	-	115,000	-	n/a
307	Capital Project Reserve	-	-	-	-	-	-	-	-	n/a
308	Performing Arts Center	307,046	71,989	-	-	-	-	-	-	n/a
506	Self Health Insurance	4,639,743	4,264,644	5,256,726	5,256,726	5,256,726	5,427,967	5,256,726	171,241	3.3%
507	Unemployment Insurance	84,004	9,634	20,000	20,000	20,000	10,000	10,000	(10,000)	-50.0%
Total Expenditures:		\$ 30,755,262	\$ 43,510,717	\$ 33,531,339	\$ 42,209,780	\$ 41,518,539	\$ 52,121,365	\$ 34,448,471	\$ 9,911,585	23.5%



PARKS, RECREATION AND CULTURAL SERVICES DEPARTMENT OVERVIEW

Responsible Manager: *John Hutton, Parks Director*

2019/2020 ACCOMPLISHMENTS

- Installed energy efficient LED lighting in all meeting rooms, staff areas and entrance at the Dumas Bay Centre and Knutzen Family Theatre.
- Installed USB outlets throughout parts of the facility to assist with guests adjusting charging needs.
- Installed new window coverings in Eagleview, Osprey and Heron rooms.
- Installed ultraviolet light purification systems in our mini-splits and HVAC for the Knutzen Family Theatre to help insure guest safety from spreading virus.
- Created a new suite for guest rentals. This is the only overnight room to include a full bath, climate-controlled environment with a lounge/office area included.
- Created new overnight room on north 1st floor wing for guest usage.
- Continued to book operational rentals increasing revenue each year until March 12, 2020 when the pandemic required the temporary closure of both the Dumas Bay Centre and the Knutzen Family Theatre.
- **Software Upgrade** – Recreation and Community Center successfully moved to a new software system. With RecTrac we have seen an increase in online registration and have seen many efficiencies improve with installment billing and reporting.
- **COVID Programming** - Our staff has had to be flexible and able to change based on the scenarios we are given. We successfully ran a socially distant camp this summer with an average of 48 participants. We have done virtual programs with our inclusion program as well as equipment pick up for our Special Olympics athletes for virtual training.
- **After School Program 19-20** for Mirror Lake, Sherwood Forest and Twin Lakes Elementary (September 2017) in partnership with FWPS providing transportation to the Community Center.
- **Special Olympics** – Introduced two new health and fitness programs in 2019 – Zumba and Sports Conditioning. These two new programs were added bringing the total number of health & fitness related programs to fourteen including Special Olympic sports. A total 221 people participated in health & fitness or sporting activities since 2019.
- **Arc of King County** – Partnered with Arc of King County to offer monthly workshops and advocacy programs. These were free programs that provided participants, parents, and caregivers crucial information related to the disability community.
- **Hyde Shuttle** – Added a third shuttle for seniors in the community to aid in mobility around Federal Way.
- **Partnership with Celebration Shag** – Provide programs and opportunities for SHAG residents at FWCC.
- **Youth Commission Scholarship** – Youth Commission made their goal of \$10,000 for the FirStep Scholarship, created an application and process for awarding monies.
- **Partnership with KCLS** – Providing a story walk at Panther Lake Park. A socially distant activity where families can read a story as they make a lap around Panther Lake Trail.
- RWB and Miles for Meso of 2019 were some of the best we have ever done; operations were seamless and fluid among all city staff and departments.
- Virtual Miles for Meso in 2020 was a success raising \$15,000.
- Virtual and Outdoor Fitness Classes (2020) have been going well and seeing consistent attendance between 10-15 participants
- 2019 closure project list was completed on time.
- Successfully negotiated new contracts for Fireworks at RWB due to closure of previous business and landscaping company utilized at the Federal Way Community Center.
- Facility Improvements:
 - Grouting of locker rooms and cabanas
 - City logo addition to entryway of FWCC
 - Interior wall painting
 - Gym floor refinishing
 - Pool play feature slide replacement
 - Steamer generator replacement
- Building positive relationships with PAEC Resident Artists Organizations.
- PAEC signage completed.
- Contract with DOC for cleaning of PAEC/Staircase.
- Waste Management contract for rental.
- Capital purchases able to be made (Staging, Risers & Advertising Monitors in lobby).
- Completed the PROS plan update.
- Opened the Panther Lake Trailhead and completed renovation of trail.
- Replaced artificial turf at Steel Lake Annex – Karl Grosch Field.
- Replace/expanded Wedgewood Park Playground.
- Replace/expanded Mirror Lake Playground.

PARKS, RECREATION AND CULTURAL SERVICES DEPARTMENT OVERVIEW

Responsible Manager: *John Hutton, Parks Director*

2019/2020 ACCOMPLISHMENTS

- Installed mini-split units in DBC meeting rooms.
- Facility adjustments to comply with Covid-19 requirements.

2021/2022 KEY PROJECTS ANTICIPATED

- Continue to rebook cancelled contracts to improve outlook for 21 & 22.
- Build improvements to ensure guest and staff safety as new normal operations resume.
- Design operations to continue to capture necessary revenue from clients and reducing expenditure where possible.
- Install additional mini-split units in overnight rooms to improve guest comfort.
- Replace windows in meeting spaces.
- Create innovative and safe programming to return to pre-COVID revenue levels.
- Distribute Youth Commission scholarship funds for free or very low-cost opportunities.
- Explore mobile recreation vans to underserved areas of Federal Way.
- Recovery from Covid-19 losses:
 - Membership unit increases
 - Program/Group fitness participation
 - General individual fitness/recreation participation
- Ensuring public trust and safety after Covid-19.
- Leisure pool slide replacement and play structure through grant funding.
- Water heater array replacement.
- Increase youth sport league opportunities through partnerships with existing community groups.
- Explore offering swim lessons to FWPS second graders as a PE course to further drowning prevention education.
- Regional Marketing Campaign.
- Website revision.
- Replacement of playgrounds (next up: Alderbrook, Celebration Park and Heritage Woods).
- Replacement of Lakota Parking Lot.
- Implementation of SDS management system.
- Brooklake Dam assessment.

ADOPTED CAPITAL PROJECTS AND FUNDING SOURCES (DOLLARS IN THOUSAND):

2021 Adopted Projects	Sources (in thousands)					
	REET	Misc / Trsfrs	Prior Years' Sources	Total Sources	Construct	Total Expenses
Major Maint & Impr - Existing Park Fa	\$ -	\$ -	\$ 90	\$ 90	\$ 90	\$ 90
Annual Playground Rep& Repl Prog	-	-	100	100	100	100
Total 2021	\$ -	\$ -	\$ 190	\$ 190	\$ 190	\$ 190

2022 Adopted Projects	Sources (in thousands)					
	REET	Misc / Trsfrs	Prior Years' Sources	Total Sources	Construct	Total Expenses
Major Maint & Impr - Existing Park Fa	-	-	75	75	75	75
Annual Playground Rep& Repl Prog	-	-	300	300	300	300
Total 2022	\$ -	\$ -	\$ 375	\$ 375	\$ 375	\$ 375

PARKS, RECREATION AND CULTURAL SERVICES DEPARTMENT OVERVIEW
Responsible Manager: John Hutton, Parks Director

DEPARTMENT POSITION INVENTORY:

Positions	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	Grade
			Adopted	Adjusted	Projected			
Administration:								
Director of Parks, Rec. & Cultural Svcs.	1.00	1.00	1.00	1.00	1.00	1.00	1.00	58a
Administrative Assistant II	0.80	0.80	0.80	0.80	0.80	0.80	0.80	25
General Recreation:								
Recreation Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	43
CR Liaison/Contract Admin	-	-	-	-	1.00	1.00	1.00	43
Recreation Coordinator	3.50	3.50	3.50	3.50	3.50	3.50	3.50	33
Graphics Coordinator	0.33	0.33	0.33	0.33	0.33	0.33	0.33	33
Administrative Assistant I	1.00	1.00	1.00	1.00	1.00	1.00	1.00	18
Maintenance:								
Parks Deputy Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00	58
Parks Maintenance & Facilities Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	43
Park & Facilities Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	38
Maintenance Worker - Lead	3.00	3.00	3.00	3.00	3.00	3.00	3.00	26m
Maintenance Worker I - 1.0 FTE funded by Prop. 1*	8.00	8.00	8.00	8.75	8.75	9.00	9.00	22m
Facilities Maintenance Worker*	2.00	1.50	1.50	1.50	1.50	2.00	2.00	22m
Total General Fund:	23.63	23.13	23.13	23.88	24.88	25.63	25.63	n/a
Federal Way Community Center:								
Community Center Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	43
Recreation/CC Supervisor	1.00	-	-	-	-	-	-	39
Office Technician II	1.00	1.00	1.00	-	-	-	-	14
Recreation Coordinator II-Aquatics	1.00	1.00	1.00	1.00	1.00	1.00	1.00	36
Fitness Coordinator	-	1.00	1.00	1.00	1.00	1.00	1.00	33
Community Center Services Coordinator	1.00	1.00	1.00	-	-	-	-	33
Rental Services Coordinator	-	-	-	1.00	1.00	1.00	1.00	33
Graphics Coordinator	0.33	0.33	0.33	0.33	0.33	0.33	0.33	33
Customer Service Coordinator	-	1.00	1.00	1.00	1.00	1.00	1.00	33
Aquatic Facility Operator	1.00	1.00	1.00	1.00	1.00	1.00	1.00	26m
Administrative Assistant I	1.00	-	-	1.00	1.00	1.00	1.00	18
Custodian-Community Center	2.00	2.00	2.00	2.00	2.00	2.00	2.00	14m
Lead Lifeguard	2.00	2.00	2.00	2.00	2.00	2.00	2.00	13
Total Federal Way Comm. Center:	11.33	11.33	11.33	11.33	11.33	11.33	11.33	n/a
Dumas Bay Centre:								
Dumas Bay Centre Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	43
Chef/Kitchen Coordinator	-	1.00	1.00	1.00	1.00	1.00	1.00	33
Chef/Kitchen Supervisor	1.00	-	-	-	-	-	-	23
Administrative Assistant I	1.00	1.00	1.00	1.00	1.00	1.00	1.00	18
Total Dumas Bay Centre:	3.00	3.00	3.00	3.00	3.00	3.00	3.00	n/a
Performing Arts & Event Center:								
Community Relations Liaison/Contract Admin	1.00	1.00	1.00	1.00	-	-	-	43
PAEC Director	1.00	-	-	-	-	-	-	58j
Operations Manager	1.00	-	-	-	-	-	-	43
Development Supervisor	1.00	-	-	-	-	-	-	38
Marketing Coordinator	1.00	-	-	-	-	-	-	30
Patron Services Coordinator	1.00	-	-	-	-	-	-	30
Technical Supervisor	1.00	-	-	-	-	-	-	37
Administrative Assistant II	1.00	-	-	-	-	-	-	24
Performing Arts Event Center:	8.00	1.00	1.00	1.00	-	-	-	n/a
Total Regular Staffing	45.96	38.46	38.46	39.21	39.21	39.96	39.96	n/a
Change from prior year	-	(7.50)	-	0.75	-	0.75	-	n/a
Grand Total Staffing	45.96	38.46	38.46	39.21	39.21	39.96	39.96	n/a

*The 0.75 FTE increase to the 2021 adopted budget from the 2020 adjusted budget is due to the addition of 0.5 FTE Facilities Maintenance Worker and 0.25 FTE Maintenance Worker I.

PARKS, RECREATION AND CULTURAL SERVICES DEPARTMENT OVERVIEW

Responsible Manager: *John Hutton, Parks Director*

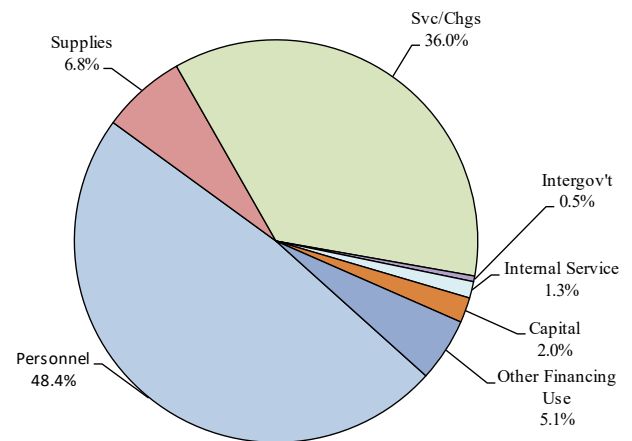
PURPOSE/DESCRIPTION:

The Parks, Recreation, and Cultural Services Department consists of five divisions: Parks Administration, Parks General Recreation, Federal Way Community Center, Dumas Bay Centre, and Parks Maintenance. The Department's mission is to enrich community life through the provision and stewardship of parks, leisure and cultural experiences.

GOALS/OBJECTIVES:

- Provide cost-efficient quality recreation and cultural programs to meet the needs of all ages, interests and abilities.
- Provide a high quality of maintenance for all park areas and facilities.
- Provide a balance of services and programs in parks and facilities for Federal Way's diverse population
- Plan and implement ongoing acquisition and development of parks to meet the goals and objectives outlined in the Park Plan updated in 2013.
- Promote ongoing public involvement through commissions, volunteers, public outreach and surveys.
- Manage and maintain all City buildings and structures.
- Promote a culture of teamwork and public service in all parks, recreation, and cultural activities.

2021 Adopted Expenditures by Category



DEPARTMENT SUMMARY:

Code	Item	2018	2019	2020			2021	2022	21 Adopted - 20 Adj	
		Actual	Actual	Adopted	Adjusted	Projected			Adopted	Adopted
General Fund Operating Expenditure Summary:										
310	Administration	274,015	272,113	275,015	275,015	275,015	281,647	281,647	6,632	2.4%
33x	Maintenance	2,271,593	2,397,621	2,394,125	2,628,602	2,628,602	2,376,688	2,391,575	(251,914)	-9.6%
35x	General Recreation	1,490,414	1,561,497	1,407,334	1,409,687	1,409,687	1,496,157	1,520,473	86,470	6.1%
Subtotal GF Operating Exp.:		\$ 4,036,022	\$ 4,231,231	\$ 4,076,474	\$ 4,313,304	\$ 4,313,304	\$ 4,154,492	\$ 4,193,695	\$ (158,812)	-3.7%
Non-General Fund Operating Expenditure Summary:										
111	FW Community Center	2,474,036	2,493,844	2,331,150	1,766,615	1,766,615	2,245,642	2,756,334	479,027	27.1%
Subtotal New Comm Center		\$ 2,474,036	\$ 2,493,844	\$ 2,331,150	\$ 1,766,615	\$ 1,766,615	\$ 2,245,642	\$ 2,756,334	\$ 479,027	27.1%
114	Prop 1 Fund	115,147	116,328	103,437	103,437	103,437	104,802	104,802	1,365	1.3%
Subtotal Prop 1 Fund		\$ 115,147	\$ 116,328	\$ 103,437	\$ 103,437	\$ 103,437	\$ 104,802	\$ 104,802	\$ 1,365	1.3%
115	PAEC Operating Fund	1,628,150	2,589,541	1,874,323	1,331,690	1,331,690	2,299,757	2,299,757	968,067	72.7%
Subtotal 115 PAEC Oper. Fund		\$ 1,628,150	\$ 2,589,541	\$ 1,874,323	\$ 1,331,690	\$ 1,331,690	\$ 2,299,757	\$ 2,299,757	\$ 968,067	72.7%
303	Parks CIP	917,149	276,358	300,000	400,000	400,000	190,000	375,000	(210,000)	-52.5%
Subtotal Parks CIP Fund		\$ 917,149	\$ 276,358	\$ 300,000	\$ 400,000	\$ 400,000	\$ 190,000	\$ 375,000	\$ (210,000)	-52.5%
402	Dumas Bay Centre	933,442	910,556	685,472	744,087	744,087	900,872	930,210	156,784	21.1%
505	Bldg & Furnishings	524,642	607,554	483,088	700,088	700,088	1,150,108	594,127	450,020	64.3%
Enterprise Fund Oper		\$ 1,458,084	\$ 1,518,110	\$ 1,168,560	\$ 1,444,175	\$ 1,444,175	\$ 2,050,980	\$ 1,524,337	\$ 606,804	42.0%
Total Expenditures:		\$ 10,628,588	\$ 11,225,411	\$ 9,853,945	\$ 9,359,222	\$ 9,359,222	\$ 11,045,673	\$ 11,253,926	\$ 1,686,452	18.0%

PARKS, RECREATION AND CULTURAL SERVICES DEPARTMENT OVERVIEW

Responsible Manager: John Hutton, Parks Director

HIGHLIGHTS/CHANGES:

The Parks Department's adopted operating budget totals \$11,045,673 and \$11,253,926 in 2021 and 2022 respectively. This is an increase of \$1,686,452 or 18.0% to the 2021 adopted budget from the 2020 adjusted operating budget.. The table below includes the General Fund, Federal Way Community Center Fund, Proposition 1 Fund, Performing Arts & Event Center, Dumas Bay Centre Fund, Parks CIP, and Buildings and Furnishings Fund. Major line item changes include:

- **Salaries & Wages/Benefits** – Net Increase of \$309,024 due to scheduled step increases, restoring full-time staff at the Federal Way Community Center (FWCC), and increasing temporary help back to the amounts needed to operate FWCC and Dumas Bay Centre (DBC).
- **Supplies** – Increase of \$25,035 due to increasing supplies back to the amount needed when the FWCC & DBC are operating.
- **Services and Charges** – Increase of \$1,002,689 due to increasing services and utilities back to the amount needed when the FWCC, DBC, and Performing Arts & Event Center are operating.
- **Intergovernmental** – Increase of \$25,000 due to an increase in SWM fees.
- **Capital Outlays** – Decrease of \$218,307 due to less Parks CIP projects.
- **Other Financing Uses** – Increase of \$562,414 due to a one-time transfer out to the General Fund for operations.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2018	2019	2020			2021	2022	21 Adopted - 20 Adj	
		Actual	Actual	Adopted	Adjusted	Projected	Adopted	Adopted	\$ Chg	% Chg
Revenue Summary:										
31X	Taxes	\$ 115,147	\$ 116,328	\$ 103,437	\$ 103,437	\$ 103,437	\$ 104,802	\$ 104,802	\$ 1,365	1.3%
33X	Intergovernmental	4,000	14,000	5,000	5,000	5,000	-	-	(5,000)	-100.0%
34X	Charges for Services	3,295,589	3,317,781	4,509,447	2,373,001	2,373,001	3,315,945	3,315,945	942,944	39.7%
36X	Miscellaneous	1,910,919	2,344,515	1,606,357	1,183,252	1,183,252	2,225,216	2,775,216	1,041,964	88.1%
39X	Other Financing Source	2,129,738	2,328,000	635,000	2,422,717	2,422,717	1,415,004	1,423,264	(1,007,713)	-41.6%
Total Revenues:		\$ 7,455,393	\$ 8,120,623	\$ 6,859,241	\$ 6,087,407	\$ 6,087,407	\$ 7,060,967	\$ 7,619,227	\$ 973,560	16.0%
Expenditure Summary:										
1XX	Salaries and Wages	4,146,453	4,167,332	4,008,140	3,722,470	3,722,470	4,271,660	4,340,413	549,189	14.8%
2XX	Benefits	1,491,071	1,466,482	1,360,597	1,310,597	1,310,597	1,070,432	1,095,039	(240,165)	-18.3%
3XX	Supplies	779,483	837,375	670,662	720,627	720,627	745,662	745,662	25,035	3.5%
4XX	Services and Charges	3,094,844	4,223,569	3,246,035	2,973,865	2,973,865	3,976,554	4,001,554	1,002,689	33.7%
5XX	Intergovernmental	6,483	9,457	25,105	25,105	25,105	50,105	50,105	25,000	99.6%
6XX	Capital Outlays	1,000,793	370,508	300,000	441,000	441,000	222,693	875,000	(218,307)	-49.5%
8XX	Debt Service-Interest	981	10,611	-	-	-	-	-	-	n/a
9XX	Internal Services/Other	108,479	140,077	243,405	165,557	165,557	146,153	146,153	(19,404)	-11.7%
0XX	Other Financing Use	-	-	-	-	-	562,414	-	562,414	n/a
Total Expenditures:		\$ 10,628,588	\$ 11,225,411	\$ 9,853,945	\$ 9,359,222	\$ 9,359,222	\$ 11,045,673	\$ 11,253,926	\$ 1,686,452	18.0%

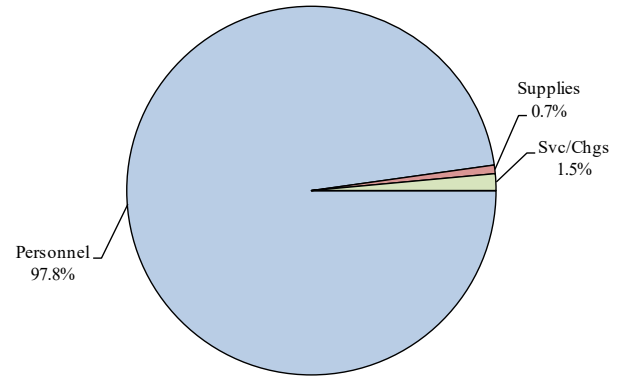
PARKS, RECREATION AND CULTURAL SERVICES ADMINISTRATION

Responsible Manager: *John Hutton, Parks Director*

PURPOSE/DESCRIPTION:

The Administration Division is responsible for the overall coordination of the department and supervision of park planning, recreation, cultural services, and maintenance operations. It also provides leadership to meet its mission of providing quality recreation programs, park development, acquisition and stewardship of over 1,100 acres of park land and six major facilities. The Administration Division also provides support to the Parks, Recreation, and Public Safety Council Committee, Arts Commission, Parks and Recreation Commission and Youth Commission. Additionally it acts as the coordinating or central office for customer inquiries and information distribution for all parks and recreation programs.

2021 Adopted Expenditures by Category



GOALS/OBJECTIVES:

- Improve and enhance new and existing parks, facilities, and program opportunities to provide multiple functions
- Provide a balance of services and programs in parks and facilities for Federal Way's diverse population
- Protect, retain, and improve open space and educate and promote community awareness of the natural systems
- Create community gathering spaces and activities including planning and coordination of downtown public space with economic development efforts.
- Plan and design trails and pedestrian connections to regional trails and neighboring jurisdictions to increase planning and implementation of park plans for new annexation areas.

PERFORMANCE MEASURES:

Type/Description	2019	2020	2021	2022
Workload Measures:				
Number of commissions and committees supported	4	4	4	4
Number of Capital Projects Managed	3	3	3	3
Outcome Measures:				
Total Acres of Park and Open Space	1124	1124	1124	1124
Total Square Feet of Facilities operated and maintained	251,791	251,791	251,791	251,791
Parks and Recreation Projected New Funding for Capital Budget	\$300,000	\$300,000	\$0	\$0

POSITION INVENTORY:

Positions	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	Grade
			Adopted	Adjusted	Projected			
Administration:								
Director of Parks, Rec. & Cultural Svcs.	1.00	1.00	1.00	1.00	1.00	1.00	1.00	58a
Administrative Assistant II	0.80	0.80	0.80	0.80	0.80	0.80	0.80	25
Total Regular Staffing	1.80	1.80	1.80	1.80	1.80	1.80	1.80	n/a
Change from prior year	-	-	-	-	-	-	-	n/a
Grand Total Staffing	1.80	1.80	1.80	1.80	1.80	1.80	1.80	n/a

PARKS, RECREATION AND CULTURAL SERVICES ADMINISTRATION**Responsible Manager: John Hutton, Parks Director****HIGHLIGHTS/CHANGES:**

The Administration Division adopted operating budget for 2021/2022 is \$281,647 and \$281,647 respectively. This is an increase of \$6,632 or 2.4% to the 2021 adopted budget from the 2020 adjusted operating budget. Major line item changes include:

- **Salaries & Wages/Benefits** – Net Increase of \$6,632 due to schedule step increases.-

Code	Item	2018	2019	2020			2021	2022	21 Adopted - 20 Adj	
		Actual	Actual	Adopted	Adjusted	Projected			Adopted	Adopted
Expenditure Summary:										
1XX	Salaries & Wages	195,240	200,329	190,606	190,606	190,606	199,555	199,555	8,950	4.7%
2XX	Benefits	63,090	64,623	78,148	78,148	78,148	75,831	75,831	(2,317)	-3.0%
3XX	Supplies	5,355	1,993	2,110	2,110	2,110	2,110	2,110	-	0.0%
4XX	Services and Charges	10,330	5,168	4,151	4,151	4,151	4,151	4,151	-	0.0%
Total Expenditures:		\$ 274,015	\$ 272,113	\$ 275,015	\$ 275,015	\$ 275,015	\$ 281,647	\$ 281,647	\$ 6,632	2.4%



New Town Square Park in Federal Way

PARKS, RECREATION AND CULTURAL SERVICES GENERAL RECREATION

Responsible Manager: *Cody Geddes, Recreation Manager*

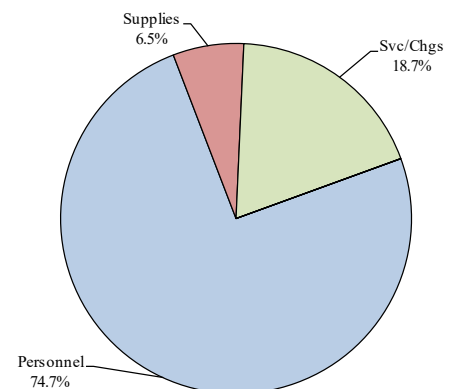
PURPOSE/DESCRIPTION:

The General Recreation Division plans and manages a wide variety of recreation, community center, athletic, and cultural programs, services and special events that provide activities that foster community spirit, build individual self-confidence and enhance the quality of life. Recreation Division's other program areas include: Federal Way Community Center, Community Recreation, Recreation Inc., Youth and Adult Athletics, Community Events, Senior Services, Cultural Services, Dumas Bay Centre, and Knutzen Family Theatre.

GOALS/OBJECTIVES:

- Provide accessible recreation and cultural services and facilities for the community.
- Coordinate community events and celebrations that provide opportunities for the community to celebrate and connect.
- Provide services to enhance the health and wellbeing of our citizens.
- Provide recreation and inclusive services to individuals with disabilities and special needs.
- Provide spaces for the community to rent for business, performance, to celebrate special occasions.

2021 Adopted Expenditures by Category



PERFORMANCE MEASURES:

Type/Description	2019	2020	2021	2022
Workload Measures:				
Total Recreation & Cultural Services classes held	1,520	75	1,100	1,500
Total senior classes / drop-in services	1,350	50	300	1,200
Total Teen Participants	350	0	350	350
Outcome Measures:				
Recovery ratio	71.7%	10%	50%	73%
Efficiency Measures:				
Number of volunteer hours, Senior Services	3,300	100	600	2,400
Number of Recreation & Cultural Services enrollments	11,700	453	7,250	13,000
Number of Recreation & Cultural Services participant attendance	141,600	1,523	72,000	150,000

POSITION INVENTORY:

Positions	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	Grade
			Adopted	Adjusted	Projected			
General Recreation:								
Recreation Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	43
CR Liaison/Contract Admin	-	-	-	-	1.00	1.00	1.00	43
Recreation Coordinator	3.50	3.50	3.50	3.50	3.50	3.50	3.50	33
Graphics Coordinator	0.33	0.33	0.33	0.33	0.33	0.33	0.33	33
Administrative Assistant I	1.00	1.00	1.00	1.00	1.00	1.00	1.00	18
Total General Fund:	5.83	5.83	5.83	5.83	6.83	6.83	6.83	n/a
Total Regular Staffing	5.83	5.83	5.83	5.83	6.83	6.83	6.83	n/a
Change from prior year	-	-	-	-	1.00	-	-	n/a
Grand Total Staffing	5.83	5.83	5.83	5.83	6.83	6.83	6.83	n/a

PARKS, RECREATION AND CULTURAL SERVICES GENERAL RECREATION

Responsible Manager: Cody Geddes, Recreation Manager

HIGHLIGHTS/CHANGES:

The General Recreation Division Budget includes Athletics and Special Services, and Community Recreation and Cultural Services. The General Recreation adopted operating budget for 2021/2022 is \$1,496,157 and \$1,520,473 respectively. This is an increase of \$86,470 or 6.1% to the 2021 adopted budget from the 2020 adjusted budget. Major line item changes include:

- **Salaries & Wages/Benefits** – Net Increase of \$86,470 due to moving 1.0 FTE CR Liaison/Contract Admin to General Recreation from Performing Arts & Event Center.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2018	2019	2020			2021	2022	21 Adopted - 20 Adj	
		Actual	Actual	Adopted	Adjusted	Projected	Adopted	Adopted	\$ Chg	% Chg
Revenue Summary:										
33X	Intergovernmental	\$ 4,000	\$ 14,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ (5,000)	-100.0%
34X	Charges for Services	954,654	859,765	890,650	890,650	890,650	890,650	890,650	-	0.0%
36X	Miscellaneous	198,610	231,523	154,350	154,350	154,350	154,350	154,350	-	0.0%
Total Revenues:		\$ 1,157,264	\$ 1,105,288	\$ 1,050,000	\$ 1,050,000	\$ 1,050,000	\$ 1,045,000	\$ 1,045,000	\$ (5,000)	-0.5%
Expenditure Summary:										
1XX	Salaries and Wages	786,654	861,037	799,545	801,898	801,898	918,659	936,279	116,761	14.6%
2XX	Benefits	216,762	225,296	229,839	229,839	229,839	199,549	206,244	(30,291)	-13.2%
3XX	Supplies	84,083	113,169	97,541	97,541	97,541	97,541	97,541	-	0.0%
4XX	Services and Charges	401,976	361,029	280,284	280,284	280,284	280,284	280,284	-	0.0%
5XX	Intergovernmental	939	966	125	125	125	125	125	-	0.0%
Total Expenditures:		\$ 1,490,414	\$ 1,561,497	\$ 1,407,334	\$ 1,409,687	\$ 1,409,687	\$ 1,496,157	\$ 1,520,473	\$ 86,470	6.1%

PARKS, RECREATION AND CULTURAL SERVICES COMMUNITY CENTER

Responsible Manager: *Leif Ellsworth, Manager, Community Center*

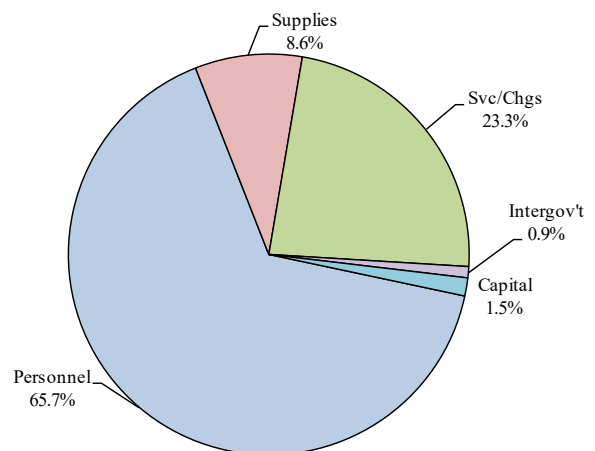
PURPOSE/DESCRIPTION:

The Federal Way Community Center opened in 2007. The facility features three gyms, two pools, fitness area, climbing wall, senior lounge, sauna/steam rooms, classroom space and community rooms for rental use. The facility charges a single – use fee and a discounted membership fee for pass holders, and also serves as a location for many general recreation classes and community events.

GOALS/OBJECTIVES:

- Provide a facility that promotes fitness and health through dynamic exercise programming and a state-of-the-art fitness studio.
- Administer aquatics safety, education and fitness programs for all ages.
- Provide a contemporary venue and excellent service staff for community- wide event, private occasion, and business rentals.
- Provide opportunities for new athletic programs for young children that promote economic development.
- Serve as a venue for general recreation programs, athletics, and senior services.

2021 Adopted Expenditures by Category



Membership

- Increase member retention from our current average of approximately 50% by implementing the following strategies:
- Continue using the fitness assessment for new members by using the following measures:
 - Find out what their fitness goals are.
 - Do some fitness assessing to gauge where they are now.
 - Connect the dots between where they are now and where they want to be by making fitness recommendations that will help them achieve results.
 - We believe that this simple process will not only lead to a higher retention rate (people stay and pay longer when they see results), but it will also increase our personal training revenue by at least \$20,000 each year.

Front Desk

- Continue to invest in the education of our young people working at the front desk by implementing the following ideas:
 - Develop a semi-annual staff review with more specific success measures. Continue to invest in small pay increases for team members who are thriving and who show potential for longevity.
 - Send the entire team to a customer service seminar at least 1x per year.
 - Continue to cross train staff to work a variety of different departments, especially group fitness.
 - Increase the fun factor by having quarterly front desk team builders

Group Fitness

- Continue to grow our group fitness participation month by month and as a percentage of overall visits. We are currently seeing over 4,000 participants/month with approximately 26% of people scanning going to group fitness.

Climbing

- Consider long-term options for the Climbing Pinnacle; everything from tearing it down to make room for expanded fitness programming, to designing new program uses.
- We want to try expanding our bouldering routes and add adult climbing classes to increase revenue.

PARKS, RECREATION AND CULTURAL SERVICES COMMUNITY CENTER

Responsible Manager: *Leif Ellsworth, Manager, Community Center*

PERFORMANCE MEASURES:

Type/Description	2019	2020	2021	2022
Workload Measures:				
Number of operational hours	4,910	1,227	4,660	4,910
Number of birthday party rentals	500	22	400	500
Number of special event rentals	100	65	50	100
Number of meeting rentals	400	12	200	400
Number of swim classes	2,200	410	1,850	2,250
Efficiency Measures:				
Operating within or better than designated utility tax contribution	Yes	Yes	Yes	Yes
Efficiency Measures:				
Number of active passes	3,300	2,210	3,000	3,250
Number of community center class enrollments	1,400	440	1,000	1,500
Number of pass holder visits	180,000	36,000	135,000	175,000
Number of daily admissions	75,000	12,750	56,250	72,000

POSITION INVENTORY:

Positions	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	Grade
			Adopted	Adjusted	Projected			
Federal Way Community Center:								
Community Center Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	43
Recreation/CC Supervisor	1.00	-	-	-	-	-	-	39
Recreation Coordinator II-Aquatics	1.00	1.00	1.00	1.00	1.00	1.00	1.00	33
Fitness Coordinator	-	1.00	1.00	1.00	1.00	1.00	1.00	33
Graphics Coordinator	0.33	0.33	0.33	0.33	0.33	0.33	0.33	33
Community Center Services Coordinator	1.00	1.00	1.00	-	-	-	-	33
Rental Services Coordinator	-	-	-	1.00	1.00	1.00	1.00	33
Customer Service Coordinator	-	1.00	1.00	1.00	1.00	1.00	1.00	33
Aquatic Facility Operator	1.00	1.00	1.00	1.00	1.00	1.00	1.00	26m
Administrative Assistant I	1.00	-	-	1.00	1.00	1.00	1.00	18
Office Technician II	1.00	1.00	1.00	-	-	-	-	14
Custodian-Community Center	2.00	2.00	2.00	2.00	2.00	2.00	2.00	14m
Lead Lifeguard	2.00	2.00	2.00	2.00	2.00	2.00	2.00	13
Total Federal Way Comm. Center:	11.33	11.33	11.33	11.33	11.33	11.33	11.33	n/a
Total Regular Staffing	11.33	11.33	11.33	11.33	11.33	11.33	11.33	n/a
Change from prior year	-	-	-	-	-	-	-	n/a
Grand Total Staffing	11.33	11.33	11.33	11.33	11.33	11.33	11.33	n/a

PARKS, RECREATION AND CULTURAL SERVICES COMMUNITY CENTER

Responsible Manager: *Leif Ellsworth, Manager, Community Center*

The adopted operating budget is \$2,245,642 in 2021 and \$2,756,334 in 2022. This is an increase of \$479,027 or 27.1% to the 2021 adopted budget from the 2020 adjusted budget. Major line item changes include:

- **Salaries & Wages/Benefits** – Net Increase of \$269,800 due to scheduled step increases, restoring full-time staff and increasing temporary help back to the amount needed when the facility is operating. The staff reduction in 2020 was due to Covid-19 closures and the City is planning to bring them back in 2021.
- **Supplies** – Increase of \$11,535 due to increasing supplies back to the amount needed when the facility is operating.
- **Services and Charges** – Increase of \$165,000 due to increasing services and utilities back to the amount needed when the facility is operating.
- **Capital Outlay** – Increase of \$32,693 due to one-time purchase of water heater array.

REVENUE AND EXPENDITURE:

Code	Item	2018	2019	2020			2021	2022	21 Adopted - 20 Adj	
		Actual	Actual	Adopted	Adjusted	Projected	Adopted	Adopted	\$ Chg	% Chg
Revenue Summary:										
34X	Charges for Services	\$ 1,587,291	\$1,338,501	\$1,590,875	\$ 928,875	\$ 928,875	\$1,590,875	\$1,590,875	\$ 662,000	71.3%
36X	Miscellaneous	317,003	379,449	350,000	245,485	245,485	350,000	850,000	104,515	42.6%
39X	Other Financing Source	579,474	387,000	312,000	883,987	883,987	279,307	308,227	(604,680)	-68.4%
Total Revenues:		\$ 2,483,768	\$2,104,951	\$2,252,875	\$2,058,347	\$2,058,347	\$2,220,182	\$2,749,102	\$ 161,835	7.9%
Expenditure Summary:										
1XX	Salaries & Wages	1,228,498	1,264,265	1,201,250	871,250	871,250	1,223,094	1,255,634	351,844	40.4%
2XX	Benefits	428,706	396,537	384,400	334,400	334,400	252,356	263,201	(82,044)	-24.5%
3XX	Supplies	195,133	231,375	194,000	182,465	182,465	194,000	194,000	11,535	6.3%
4XX	Services and Charges	478,593	564,561	511,000	358,000	358,000	523,000	523,000	165,000	46.1%
5XX	Intergovernmental	3,700	3,679	20,500	20,500	20,500	20,500	20,500	-	0.0%
6XX	Capital Outlay	139,408	33,427	-	-	-	32,693	500,000	32,693	n/a
9XX	Internal Services/Other	-	-	20,000	-	-	-	-	-	100.0%
Total Expenditures:		\$ 2,474,036	\$2,493,844	\$2,331,150	\$1,766,615	\$1,766,615	\$2,245,642	\$2,756,334	\$ 479,027	27.1%



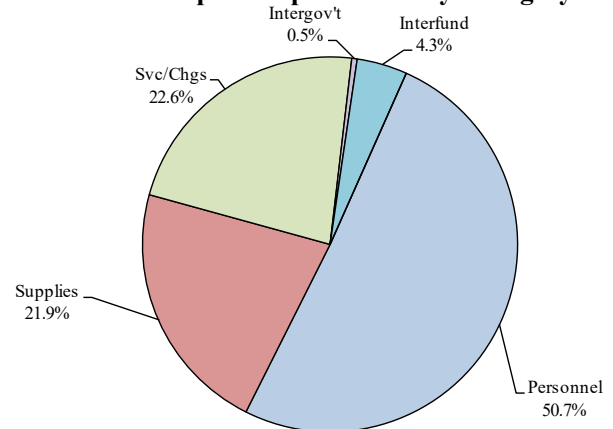
Federal Way Community Center at night

PARKS, RECREATION AND CULTURAL SERVICES DUMAS BAY CENTRE**Responsible Manager: Rob Ettinger, DBC Manager****PURPOSE/DESCRIPTION:**

Dumas Bay Centre is operated as an enterprise fund. The multi-use facility offers business retreat and overnight and day use accommodations, rentals for events such as weddings and family celebrations. A 12-acre passive use park is located on the site and is managed by Dumas Bay Centre staff.

The Knutzen Family Theatre offers performance space for local artists and art organizations, production assistance for local arts organizations, performance and cultural arts events, cultural arts classes, technical theater classes, business and special events rentals.

The facility also provides space for Recreation and Cultural Services classes on the lower level of the building.

2021 Adopted Expenditures by Category**GOALS/OBJECTIVES:**

- Provide a regional conference and retreat center that enhances economic development.
- Provide high quality rental space for private events & occasions.
- Manage the Dumas Bay Park property as a passive use park.
- Manage food service operation and increase revenue while raising awareness of the facility and services offered.

PERFORMANCE MEASURES:

Type/Description	2019	2020	2021	2022
Workload Measures:				
Number of use days	250	52	150	200
Number of overnight stays	215	17	125	175
Number of non-charged users	8	0	4	6
Outcome Measures:				
Revenue generated	\$628,000	\$130,000	\$450,000	\$550,000
Recovery ratio	98.0%	20.0%	50.0%	75.0%
Efficiency Measures:				
Number of contracts managed	2	2	2	2
Number of retreats	115	17	75	75

POSITION INVENTORY:

Positions	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	Grade
			Adopted	Adjusted	Projected			
Dumas Bay Centre:								
Dumas Bay Centre Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	43
Chef/Kitchen Coordinator	-	1.00	1.00	1.00	1.00	1.00	1.00	33
Chef/Kitchen Supervisor	1.00	-	-	-	-	-	-	23
Administrative Assistant I	1.00	1.00	1.00	1.00	1.00	1.00	1.00	18
Total Dumas Bay Centre:	3.00	3.00	3.00	3.00	3.00	3.00	3.00	n/a
Change from prior year	-	-	-	-	-	-	-	n/a
Grand Total Staffing	3.00	3.00	3.00	3.00	3.00	3.00	3.00	n/a

PARKS, RECREATION AND CULTURAL SERVICES DUMAS BAY CENTRE

Responsible Manager: Rob Ettinger, DBC Manager

HIGHLIGHTS/CHANGES:

The Dumas Bay Centre adopted operating budget totals \$900,872 in 2021 and \$930,210 in 2022. This is a 21.1% or \$156,784 increase to the 2021 adopted budget from the 2020 adjusted budget. Major line item changes include:

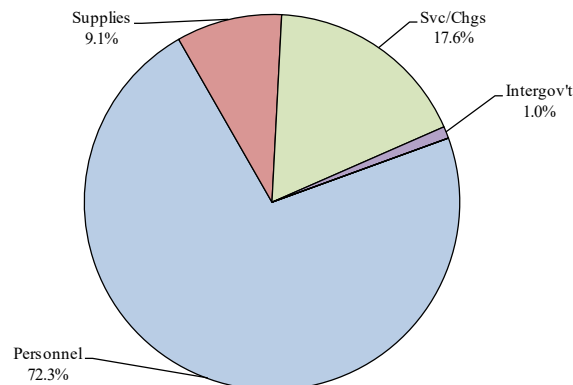
- **Salaries & Wages/Benefits** – Net Increase of \$72,776 due to scheduled step increases, and increasing temporary help back to the amount needed when the facility is operating. The staff reduction in 2020 was due to Covid-19 closures and the City is planning to bring them back in 2021.
- **Supplies** – Increase of \$103,000 due to increasing food and supplies back to the amount needed when the facility is operating.
- **Services and Charges** – Decrease of \$7,715 due to reducing one-time maintenance projects within the facility.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2018	2019	2020			2021	2022	21 Adopted - 20 Adj	
		Actual	Actual	Adopted	Adjusted	Projected	Adopted	Adopted	\$ Chg	% Chg
Revenue Summary:										
34X	Charges for Services	\$ 254	\$ 197	\$ 254	\$ 254	\$ 254	\$ 254	\$ 254	-	0.0%
36X	Miscellaneous	886,139	925,720	764,997	359,407	359,407	784,897	834,897	425,490	118.4%
39X	Other Financing Source	123,501	-	23,000	283,371	283,371	115,720	95,060	(167,651)	-59.2%
Total Revenues:		\$ 1,009,894	\$ 925,917	\$ 788,251	\$ 643,032	\$ 643,032	\$ 900,871	\$ 930,211	\$ 257,839	40.1%
Expenditure Summary:										
1XX	Salaries & Wages	348,340	347,239	298,278	302,278	302,278	372,570	375,714	70,292	23.3%
2XX	Benefits	121,664	116,870	82,035	82,035	82,035	84,520	85,714	2,484	3.0%
3XX	Supplies	189,355	230,553	122,036	94,036	94,036	197,036	197,036	103,000	109.5%
4XX	Services and Charges	228,975	181,862	128,459	211,074	211,074	203,359	228,359	(7,715)	-3.7%
5XX	Intergovernmental	895	921	4,200	4,200	4,200	4,200	4,200	-	0.0%
9XX	Internal Services/Other	44,213	33,111	50,464	50,464	50,464	39,187	39,187	(11,277)	-22.3%
Total Expenditures:		\$ 933,442	\$ 910,556	\$ 685,472	\$ 744,087	\$ 744,087	\$ 900,872	\$ 930,210	\$ 156,784	21.1%

PARKS, RECREATION AND CULTURAL SERVICES PARK MAINTENANCE**Responsible Manager: Jason Gerwen, Parks Deputy Director****PURPOSE/DESCRIPTION:**

The City of Federal Way maintains 10 community parks, 19 neighborhood parks, and 6 major facilities. The City also maintains 32 undeveloped open spaces, three trail systems for use by its citizens, and a park system that exceeds 1,100 acres. The Park Maintenance Division is responsible for facility maintenance and operations of City Hall, Police Storage, Steel Lake Annex, Steel Lake Maintenance Facility, the landscape at the Community/Senior Center, Dumas Bay Centre, and other City buildings. In addition they are responsible for grounds and landscape maintenance on all city parks, trails, and open space areas. Rental of park facilities and picnic sites is also administered by this division. An increasing level of public use requires substantial maintenance effort coordinating City personnel, contract services and community resources.

2021 Adopted Expenditures by Category**GOALS/OBJECTIVES:**

- Complete a Park Maintenance Management Plan.
- Complete construction of a new maintenance building at Celebration Park.
- Follow maintenance plan to enhance maintenance of park system.

PERFORMANCE MEASURES:

Type/Description	2019	2020	2021	2022
Workload Measures:				
Number of parks with athletic fields	5	5	5	5
Number of sites requiring routine safety inspections	35	35	35	35
Number of park acres routinely maintained	657	657	657	657
Number of developed parks that require litter control	32	32	32	32
Number of restroom facilities	10	10	10	10
Number of city owned major facilities maintained	8	8	8	8
Number of other city owned buildings maintained	10	10	10	10
Outcome Measures:				
% of work orders completed w/in requested time frame	70%	70%	70%	70%
% acres of athletic fields maintained in good condition	75%	75%	75%	75%
% of park land mowed on schedule	85%	85%	85%	85%
% of trash removed on schedule	90%	90%	90%	90%
% of restrooms cleaned and sanitized daily	90%	90%	90%	90%

POSITION INVENTORY:

POSITION INVENTORY:

Positions	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	Grade
			Adopted	Adjusted	Projected			
Maintenance:								
Parks Deputy Director	1.00	1.00	1.00	1.00	1.00	1.00	1.00	58
Parks Maintenance & Facilities Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	43
Park & Facilities Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	38
Maintenance Worker - Lead	3.00	3.00	3.00	2.00	2.00	2.00	2.00	26m
Maintenance Worker I - 1.0 FTE funded by Prop. 1	8.00	8.00	8.00	8.75	8.75	9.00	9.00	22m
Total Regular Staffing	14.00	14.00	14.00	13.75	13.75	14.00	14.00	n/a
Change from prior year	-	-	-	(0.25)	-	0.25	-	n/a
Grand Total Staffing	14.00	14.00	14.00	13.75	13.75	14.00	14.00	n/a

PARKS, RECREATION AND CULTURAL SERVICES PARK MAINTENANCE

Responsible Manager: *Jason Gerwen, Parks Deputy Director*

HIGHLIGHTS/CHANGES:

The Park Maintenance adopted operating budget totals \$2,481,490 in 2021 and \$2,496,377 in 2022. This is a 9.2% or \$250,549 decrease to the 2021 adopted budget from the 2020 adjusted budget. Major line item changes include:

- **Salaries & Wages/Benefits** – Net Decrease of \$111,778 due to moving a facilities maintenance worker into the 505 Buildings & Furnishings Fund from the General Fund, and changes of benefits due to different employees within the department division.
- **Supplies** – Decrease of \$89,500 due to the elimination of a one-time Covid-19 cleaning supplies.
- **Services and Charges** – Decrease of \$30,000 due to the elimination of a one-time Covid-19 services.
- **Intergovernmental** – Increase of \$25,000 due to an increase in SWM fees.
- **Capital Outlay** – Decrease of \$41,000 due to elimination of one-time capital purchases of equipment.

REVENUE AND EXPENDITURE SUMMARY:

PARKS MAINTENANCE - GENERAL FUND

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
39X	Other Financing Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	n/a
Total Revenues:		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
Expenditure Summary:										
1XX	Salaries & Wages	1,098,220	1,247,919	1,276,316	1,330,293	1,330,293	1,332,956	1,343,744	2,663	0.2%
2XX	Benefits	500,553	560,216	491,821	491,821	491,821	372,744	376,843	(119,077)	-24.2%
3XX	Supplies	183,577	178,815	226,166	315,666	315,666	226,166	226,166	(89,500)	-28.4%
4XX	Services and Charges	488,293	406,923	399,542	449,542	449,542	419,542	419,542	(30,000)	-6.7%
5XX	Intergovernmental	950	3,748	280	280	280	25,280	25,280	25,000	8928.6%
6XX	Capital Outlay	-	-	-	41,000	41,000	-	-	(41,000)	-100.0%
Total Expenditures:		\$ 2,271,593	\$ 2,397,621	\$ 2,394,125	\$ 2,628,602	\$ 2,628,602	\$ 2,376,688	\$ 2,391,575	\$ (251,914)	-9.6%

PARKS MAINTENANCE - PROPOSITION 1 FUND

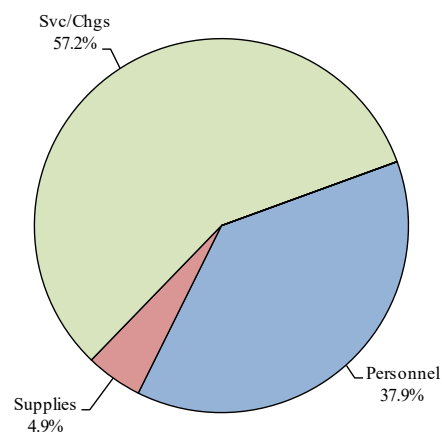
Code	Item	2018	2019	2020			2021	2022	21 Adopted - 20 Adj	
		Actual	Actual	Adopted	Adjusted	Projected	Adopted	Adopted	\$ Chg	% Chg
Revenue Summary:										
31X	Taxes	\$ 115,147	\$ 116,328	\$ 103,437	\$ 103,437	\$ 103,437	\$ 104,802	\$ 104,802	1,365	1.3%
Total Revenues:		\$ 115,147	\$ 116,328	\$ 103,437	\$ 103,437	\$ 103,437	\$ 104,802	\$ 104,802	\$ 1,365	1.3%
Expenditure Summary:										
1XX	Salaries & Wages	66,157	65,979	60,120	60,120	60,120	63,480	63,480	3,360	5.6%
2XX	Benefits	24,476	24,397	22,846	22,846	22,846	24,122	24,122	1,276	5.6%
4XX	Services and Charges	24,515	25,952	17,200	17,200	17,200	17,200	17,200	-	0.0%
9XX	Internal Services/Other	-	-	3,271	3,271	3,271	-	-	(3,271)	-100.0%
Total Expenditures:		\$ 115,147	\$ 116,328	\$ 103,437	\$ 103,437	\$ 103,437	\$ 104,802	\$ 104,802	\$ 1,365	1.3%

PARKS, RECREATION AND CULTURAL SERVICES **PARK MAINTENANCE FACILITIES**Responsible Manager: *Jason Gerwen, Parks Deputy Director***PURPOSE/DESCRIPTION:**

The Park Maintenance Division is also responsible for facility maintenance and operations at City Hall Police, Storage Building, Steel Lake Annex, Steel Lake Maintenance Facility, the exterior of the Community Center, the Dumas Bay Centre, and the Brooklake Community Center. Staff performs repairs and maintenance, manage contract services, coordinate annual facility and safety inspections and provide physical facilities support to all departments and public meetings.

GOALS/OBJECTIVES:

- Research and implement an energy savings plan
- Develop a preventative maintenance and operations plan
- Develop an operations manual for City Hall
- Provide ongoing maintenance and repairs
- Provide customer service to all departments & the public

2021 Adopted Expenditures by Category**PERFORMANCE MEASURES:**

Type/Description	2019	2020	2021	2022
Workload Measures:				
Number of square feet maintained	251,791	251,791	251,791	251,791
Number of major buildings maintained	8	8	8	8
Number of other buildings maintained	10	10	10	10
Number of departments serviced	10	10	10	10
Number of service contractors used	28	28	28	28
Outcome Measures:				
% of work orders completed w/in requested time frame	85%	85%	85%	85%
% of trash removed on schedule	100%	100%	100%	100%
% of restrooms cleaned and sanitized daily	100%	100%	100%	100%

POSITION INVENTORY:

Positions	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	Grade
			Adopted	Adjusted	Projected			
Maintenance Worker II	-	-	-	1.00	1.00	1.00	1.00	26m
Facility Maintenance Worker	2.00	1.50	1.50	1.50	1.50	2.00	2.00	22m
Total Regular Staffing	2.00	1.50	1.50	2.50	2.50	3.00	3.00	n/a
Change from prior year	-	(0.50)	-	1.00	-	0.50	-	n/a
Grand Total Staffing	2.00	1.50	1.50	2.50	2.50	3.00	3.00	n/a

PARKS, RECREATION AND CULTURAL SERVICES PARK MAINTENANCE FACILITIES

Responsible Manager: *Jason Gerwen, Parks Deputy Director*

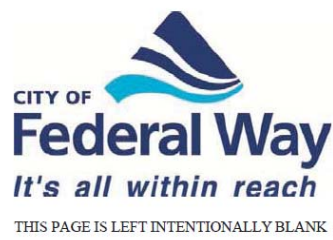
HIGHLIGHTS/CHANGES:

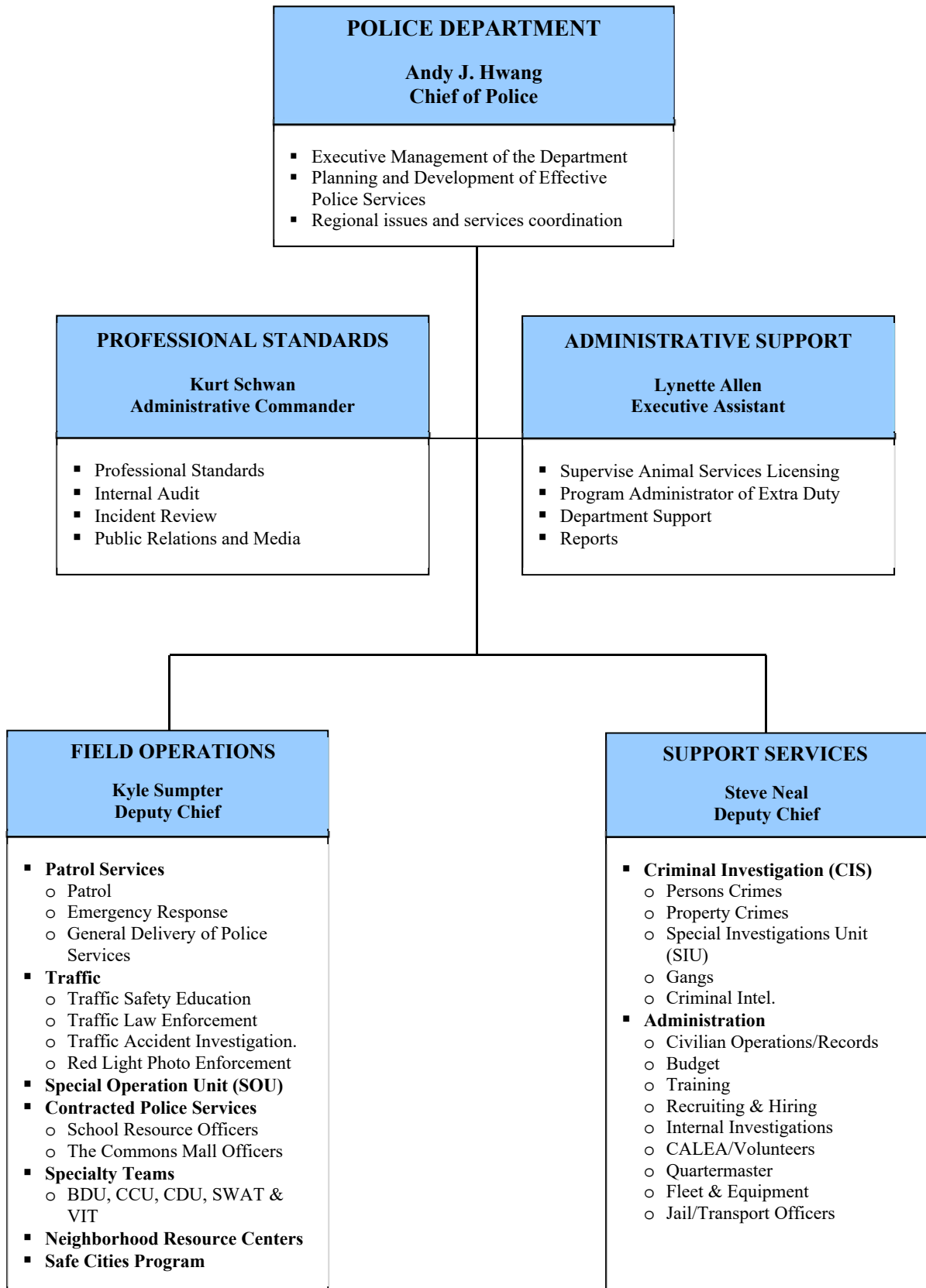
The Park Maintenance Facilities (Building & Furnishings Fund) adopted operating budget in 2021/2022 is \$1,150,108 and \$594,127 respectively. This is a 64.3% or \$450,020 increase to the 2021 adopted budget from the 2020 adjusted budget. Major line item changes include:

- **Salaries & Wages** – Increase of \$79,320 due to moving a facilities maintenance worker into the 505 Buildings & Furnishings Fund from the General Fund, and adding 0.5 FTE facilities maintenance worker.
- **Benefits** – Increase of \$30,141 due to moving a facilities maintenance worker into the 505 Buildings & Furnishings Fund from the General Fund.
- **Services and Charges** – Decrease of \$217,000 due to a one-time court upgrades, elevator repairs, and city hall building maintenance.
- **Other Financing Uses** – Increase of \$562,414 due to a one-time transfer out to the General Fund for operations.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
34X	Charges for Services	\$ 489,696	\$ 507,696	\$ 489,696	\$ 489,696	\$ 489,696	\$ 489,696	\$ 489,696	\$ -	0.0%
36X	Miscellaneous	62,406	53,325	659	659	659	659	659	-	0.0%
39X	Other Financing Sources	500,000	-	-	-	-	-	-	-	n/a
Total Revenues:		\$1,052,102	\$ 561,021	\$ 490,355	\$ 490,355	\$ 490,355	\$ 490,355	\$ 490,355	\$ -	0.0%
Expenditure Summary:										
1XX	Salaries & Wages	85,112	98,936	82,026	82,026	82,026	161,346	166,008	79,320	96.7%
2XX	Benefits	52,913	51,677	31,170	31,170	31,170	61,311	63,083	30,141	96.7%
3XX	Supplies	36,697	51,386	28,809	28,809	28,809	28,809	28,809	-	0.0%
4XX	Services and Charges	349,920	405,410	336,227	553,227	553,227	336,227	336,227	(217,000)	-39.2%
5XX	Intergovernmental	-	144	-	-	-	-	-	-	n/a
9XX	Internal Services/Other	-	-	4,856	4,856	4,856	-	-	(4,856)	-100.0%
0XX	Other Financing Uses	-	-	-	-	-	562,414	-	562,414	100.0%
Total Expenditures:		\$ 524,642	\$ 607,554	\$ 483,088	\$ 700,088	\$ 700,088	\$ 1,150,108	\$ 594,127	\$ 450,020	64.3%





POLICE DEPARTMENT OVERVIEW

Responsible Manager: *Andy J. Hwang, Police Chief*

2019-2020 ACCOMPLISHMENTS

- Reduced overall Index and Quality of Life Crimes.
- Patrol maintained continuity and response time, proactive in finding solutions for neighborhood crime problems.
- Built relationships with private and public partners and the community itself by positive engagement in our daily work and through various programs.
- Conducted continual review of policies and procedures as required by CALEA for National Accreditation.
- Successfully completed CALEA re-accreditation, 1 of 8 Nationally Accredited Agencies in the state of Washington.
- Successful transition of jail services to bring substantial cost savings, \$2.1M.
- Maintained the Registered Sex Offender verification program to enhance public safety and registration compliance.
- Distribution of monthly crime analysis information, and implementation of directed patrol and operational plans.
- Provided all state and CALEA mandated training, including fair and impartial policing, crisis intervention training, de-escalation training, and reality-based training.
- Criminal Investigation Section conducted complex investigations with positive dispositions.
- Successful recruitment and hiring of quality police officers and civilian staff.
- Special Investigations Unit drug seizures, reduction of marijuana grow in neighborhoods.
- Successfully met Washington State mandates on sexual assault kits, 638 kits processed and 3,000 files submitted.
- Expansion of the Safe City Camera Program to enhance public safety.
- Use of the Automated License Plate Reader (ALPR) Technology.

2021-2022 AGENCY GOALS:

- Protect People and Property – Primary Goals
- Provide for a safer community by having a positive impact on the Index and Quality of Life Crimes.
- Maintain National CALEA re-accreditation, successfully undergo an on-site best practice audit.
- Meet all CALEA mandatory annual and bi-annual training requirements, to include fair and impartial policing, crisis intervention training, de-escalation training, and reality-based training.
- Partner with stakeholders in the community, particularly people of color to foster a stronger relationship.
- Maintain the Registered Sex Offender verification program to enhance public safety and registration compliance.
- Distribute monthly crime analysis information, and implementation of directed patrol and operational plans.
- Increase uniformed police presence on highway 99, Downtown, 21st SW, and Campus Drive to impact crime.
- Focus on key indicator crimes: Robbery, aggravated assaults, gun violence, commercial burglary, and auto theft.
- Seek proactive measures to impact massage businesses and human trafficking.
- Traffic enforcement with focus on DUI, reducing speed, and distracted driving.
- Work closely with multi-family property management to quality of life and solve ongoing problems.
- Successful management of jail services and contracts, bringing continual savings.
- Coordinate emphasis with Puget Sound Auto Theft Task Force (PSATT) to combat auto thefts.
- Increase presence of bicycle patrol officers in the downtown area.
- Conduct emphasis patrols utilizing Special Investigations Unit (SIU), Special Operations Unit (SOU), and Gang Officers to conduct specific emphasis in known problem areas.
- Expansion of the Safe City Camera Program to enhance public safety.
- Deployment of Automated License Plate Reader (ALPR) Technology.

POLICE DEPARTMENT OVERVIEW

Responsible Manager: *Andy J. Hwang, Police Chief*

DEPARTMENT POSITION INVENTORY:

Positions	2018	2019	2020			2021	2022	Grade
	Actual	Actual	Adopted	Adjusted	Projected	Adopted	Adopted	
Director-Police Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00	58D
Deputy Chief	2.00	2.00	2.00	2.00	2.00	2.00	2.00	55D
Commander	5.00	5.00	5.00	5.00	5.00	5.00	5.00	51C
Civilian Operations Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	46
Lieutenant (2 FTE - Prop 1 & 1-FTE Traffic Safety)	13.00	13.00	13.00	13.00	13.00	13.00	13.00	45I
Police Record Administrator	1.00	1.00	1.00	-	-	-	-	37
Office Manager	-	-	-	1.00	1.00	1.00	1.00	36
Police Officer* (17 FTE - Prop 1 & 8 FTE Traffic Safety)	110.00	113.00	113.00	113.00	113.00	116.00	116.00	32G
Crime Analyst Program Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00	32A
Jail Coordinator	-	-	-	1.00	1.00	1.00	1.00	32A
Property/Evidence Custodian	1.00	1.00	1.00	1.00	1.00	1.00	1.00	32
Executive Assistant	1.00	1.00	1.00	-	-	-	-	31
Crime Analyst/Prevention Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00	30A
Calea/Volunteer Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00	30A
Transport Officer	-	-	-	3.00	3.00	3.00	3.00	30A
Quartermaster	1.00	1.00	1.00	1.00	1.00	1.00	1.00	30A
Public Records Coordinator	-	-	-	1.00	1.00	1.00	1.00	27A
Animal Services Officer	2.00	2.00	2.00	2.00	2.00	2.00	2.00	24A
Property/Evidence Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00	20A
Administrative Assistant I	4.00	4.00	4.00	4.00	4.00	4.00	4.00	18A
Records Specialist (1 FTE-Prop 1)	11.00	11.00	11.00	11.00	11.00	11.00	11.00	18A
Customer Service Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00	18A
Records Supervisor	2.00	2.00	2.00	2.00	2.00	2.00	2.00	29
Total Regular Staffing	160.00	163.00	163.00	167.00	167.00	170.00	170.00	n/a
Change from prior year		3.00	-	4.00	-	3.00	-	n/a
Grant Total Staffing	160.00	163.00	163.00	167.00	167.00	170.00	170.00	n/a

*The 3.0 FTE increase to the 2021 adopted budget from the 2020 adjusted budget is due to the addition of 3.0 FTE COPS Grant Funded Police Officers.

THE DEPARTMENT'S VISION AND VALUES:

The Federal Way Police Department is a community-based police department that represents the special qualities and features of the City of Federal Way. The mission of the Federal Way Police Department is for every member to consistently earn the public's trust while enhancing the quality of life for residents, visitors, and businesses within our City. We accomplish our mission by providing the highest quality law enforcement, community education, and support services possible while making the best use of the resources entrusted to us. We are recognized as professional, innovative, progressive, ethical, and as a valued partner in building economic viability in our area.

GOALS/OBJECTIVES:

The Federal Way Police Department strives to:

- Provide a safe environment through community involvement, innovation, and education.
- Be familiar with and practice current and modern law enforcement techniques and tactics.
- Maintain a dedicated, well trained, equipped force function with integrity, accountability, and team work.

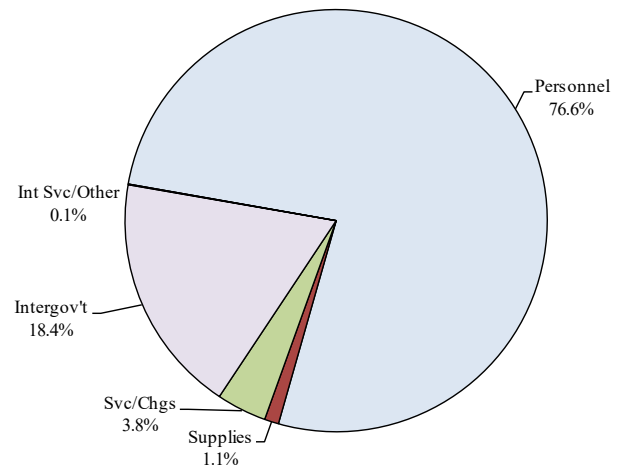
POLICE DEPARTMENT OVERVIEW

Responsible Manager: *Andy J. Hwang, Police Chief*

PURPOSE/DESCRIPTION:

The Police Department utilizes a community based oriented approach in providing law enforcement services to its citizens. Innovative methods and advanced technology have allowed the department to enhance its overall efficiency and operational effectiveness, to provide an increased level of safety to the Community. The Police Department works cooperatively with local law enforcement agencies in a regional approach when providing specialty services such as the Valley Special Weapons and Tactics Team (SWAT); Valley Independent Investigative Team (VIIT) as well as police dispatch services through Valley Communications. The Police Department has achieved a level of success that is well recognized by both the local community, as well as, other law enforcement agencies. 2021/2022 will provide new opportunities for the department to continue with its primary goal of delivering the highest quality law enforcement services to the community. Through teamwork and dedication, the agency will remain committed to its new mission of providing the highest quality law enforcement, community education, and support services possible while making the best use of the resources entrusted to us.

2021 Adopted Expenditures by Category



DEPARTMENT SUMMARY:

Code	Item	2018	2019	2020			2021	2022	21 Adopted - 20 Adj	
		Actual	Actual	Adopted	Adjusted	Projected	Adopted	Adopted	\$ Chg	% Chg
Revenue Summary:										
31X	Taxes	\$ 2,334,065	\$ 2,124,101	\$ 2,122,065	\$ 2,026,534	\$ 2,026,534	\$ 1,872,625	\$ 1,887,165	\$ (153,908)	-7.6%
32X	License and Permits	89,118	84,880	99,000	99,000	99,000	99,000	99,000	-	0.0%
33X	Intergovernmental	583,301	824,773	429,500	449,500	449,500	432,000	432,000	(17,500)	-3.9%
34X	Charges for Services	1,297,588	1,457,931	1,281,766	1,752,586	1,752,586	1,752,586	1,752,586	-	0.0%
35X	Fines and Penalties	3,029,240	3,174,216	3,143,776	2,214,218	2,214,218	2,211,822	2,199,701	(2,396)	-0.1%
36X	Miscellaneous	359,587	119,076	68,500	68,500	68,500	68,500	68,500	-	0.0%
39X	Other Financing Sources	-	-	-	-	-	3,303,463	3,319,584	3,303,463	n/a
Total Revenues:		\$ 7,692,898	\$ 7,784,977	\$ 7,144,607	\$ 6,610,338	\$ 6,610,338	\$ 9,739,997	\$ 9,758,535	\$ 3,129,659	47.3%
Expenditure Summary:										
91	Office of the Chief	344,909	353,578	378,884	378,884	378,884	402,109	402,109	23,225	6.1%
92-97	Support Services	6,003,464	6,262,464	6,705,008	6,712,751	6,712,751	7,689,393	7,939,370	976,642	14.5%
11X	Field Operations	11,590,982	11,930,460	11,759,921	12,321,636	12,321,636	11,902,630	12,150,923	(419,006)	-3.4%
Subtotal Exp W/O contract		\$ 17,939,354	\$ 18,546,501	\$ 18,843,813	\$ 19,413,271	\$ 19,413,271	\$ 19,994,131	\$ 20,492,402	\$ 580,860	3.0%
98	Jail Services	6,417,479	5,932,095	4,341,950	4,048,950	4,048,950	3,303,463	3,319,584	(745,487)	-18.4%
98	Valley Communications	2,724,139	2,679,436	2,748,692	2,748,692	2,748,692	2,748,692	2,748,692	-	0.0%
Subtotal Exp Contract		\$ 9,141,618	\$ 8,611,531	\$ 7,090,642	\$ 6,797,642	\$ 6,797,642	\$ 6,052,155	\$ 6,068,276	\$ (745,487)	-11.0%
Non-General Fund Expenditure Summary:										
112	Traffic Safety	3,695,192	3,686,211	3,447,952	3,447,952	3,447,952	1,992,687	2,019,227	(1,455,265)	-42.2%
114	Prop 1 Fund	2,550,110	2,552,946	2,764,419	2,764,419	2,764,419	2,779,468	2,832,128	15,049	0.5%
		\$ 6,245,302	\$ 6,239,157	\$ 6,212,370	\$ 6,212,370	\$ 6,212,370	\$ 4,772,154	\$ 4,851,356	\$ (1,440,216)	-23.2%
Total Expenditures:		\$ 33,326,274	\$ 33,397,189	\$ 32,146,825	\$ 32,423,283	\$ 32,423,283	\$ 30,818,440	\$ 31,412,033	\$ (1,604,843)	-4.9%

POLICE DEPARTMENT OVERVIEW

Responsible Manager: *Andy J. Hwang, Police Chief*

HIGHLIGHTS/CHANGES:

The Federal Way Police Department's primary objective will be to actively address crimes that impact the quality of life for our residents. The Police Department builds relationships with both private and public sector partners and the community itself, to bring every possible resource to bear. The Police Department will maintain its focus of continuing to identify quality individuals to fill anticipated vacancies. The agency will focus on its formal training programs in an effort to keep up with ever changing trends and legal issues. The department will also focus on continued improvement of service delivery, as it conducts a continual review of policies and procedures, as required by CALEA for National Accreditation.

The Police Department's adopted operating budget is \$30,818,440 in 2021 and \$31,412,033 in 2022. This is a 4.9% or \$1,604,843 decrease to the 2021 adopted budget from the 2020 adjusted budget. The table below includes General Fund, Traffic Safety Fund, and Proposition Fund. The Major line item changes include:

- **Salaries & Wages** – Increase of \$825,125 primarily due to adding three new COPS grant Police Officer FTE's, and cost of living increases
- **Benefits** – Increase of \$90,172 primarily due to adding benefits for three new Police Officer FTE's.
- **Intergovernmental Services** – Increase of \$380,000 due to restoring the budget for jail services.
- **Capital Outlay** – Decrease of \$87,000 due to the elimination of one-time equipment and vehicle purchases.
- **Other Financing Use** – Decrease of \$2,549,087 due to eliminating a \$1,000,000 one-time transfer out to debt service fund for SCORE debt service, and eliminating \$1,549,087 transfer out from Traffic Safety to the General Fund for operations.

REVENUE AND EXPENDITURE SUMMARY:

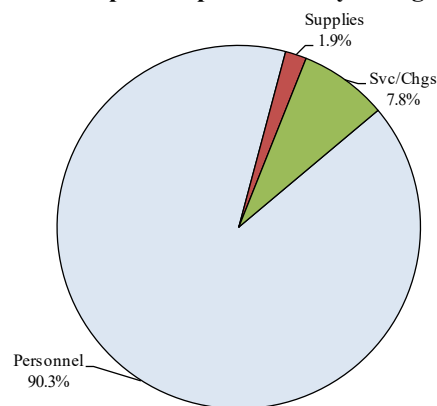
Code	Item	2018	2019	2020			2021	2022	21 Adopted - 20 Adj	
		Actual	Actual	Adopted	Adjusted	Projected	Adopted	Adopted	\$ Chg	% Chg
Revenue Summary:										
31X	Taxes	\$ 2,334,065	\$ 2,124,101	\$ 2,122,065	\$ 2,026,534	\$ 2,026,534	\$ 1,872,625	\$ 1,887,165	\$ (153,908)	-7.6%
32X	License and Permits	89,118	84,880	99,000	99,000	99,000	99,000	99,000	-	0.0%
33X	Intergovernmental	583,301	824,773	429,500	449,500	449,500	432,000	432,000	(17,500)	-3.9%
34X	Charges for Services	1,297,588	1,457,931	1,281,766	1,752,586	1,752,586	1,752,586	1,752,586	-	0.0%
35X	Fines and Penalties	3,029,240	3,174,216	3,143,776	2,214,218	2,214,218	2,211,822	2,199,701	(2,396)	-0.1%
36X	Miscellaneous	359,587	119,076	68,500	68,500	68,500	68,500	68,500	-	0.0%
39X	Other Financing Sources	-	-	-	-	-	3,303,463	3,319,584	3,303,463	n/a
Total Revenues:		\$ 7,692,898	\$ 7,784,977	\$ 7,144,607	\$ 6,610,338	\$ 6,610,338	\$ 9,739,997	\$ 9,758,535	\$ 3,129,659	47.3%
Expenditure Summary:										
1XX	Salaries & Wages	15,458,839	16,176,889	15,987,261	16,794,112	16,794,112	17,619,236	18,057,400	825,125	4.9%
2XX	Benefits	5,104,804	5,298,122	5,813,356	5,905,804	5,905,804	5,995,976	6,151,406	90,172	1.5%
3XX	Supplies	434,336	434,638	346,655	346,655	346,655	336,655	336,655	(10,000)	-2.9%
4XX	Services and Charges	1,181,172	1,248,536	1,243,829	1,249,724	1,249,724	1,180,724	1,180,724	(69,000)	-5.5%
5XX	Intergovernmental	9,127,256	8,604,411	7,055,642	5,288,992	5,288,992	5,668,992	5,668,992	380,000	7.2%
6XX	Capital Outlay	16,320	11,582	-	87,000	87,000	-	-	(87,000)	-100.0%
9XX	Internal Services/Other	456,508	62,678	150,996	201,910	201,910	16,857	16,857	(185,053)	-91.7%
0XX	Other Financing Use	1,547,039	1,560,333	1,549,087	2,549,087	2,549,087	-	-	(2,549,087)	-100.0%
Total Expenditures:		\$ 33,326,274	\$ 33,397,189	\$ 32,146,825	\$ 32,423,283	\$ 32,423,283	\$ 30,818,440	\$ 31,412,033	\$ (1,604,843)	-4.9%

POLICE ADMINISTRATION DIVISIONResponsible Manager: *Andy J. Hwang, Police Chief***PURPOSE/DESCRIPTION:**

The Administrative Division consists of the Office of the Chief. The Office of the Chief is responsible for the executive management of the department through planning. Within the Office of the Chief, staffing consists of the Chief of Police, and an Executive Assistant.

GOALS/OBJECTIVES:

- Overall Leadership and Management of the Police Department
- The establishment of Goals and Objectives
- Enhance the safety and quality of life for citizens
- Increase the operational efficiency and effectiveness of the agency

2021 Adopted Expenditures by Category**PERFORMANCE MEASURES:**

Type/Description	2019	2020	2021**	2022**
Workload Measures:				
• Number of staff hired	30	22	25	27
• Number of Police Officer applicants	528	426	453	500
• Total Crime Prevention community contacts	1,333	1,101	1,200	1,300
• Number of Orders of Protection processed	1,293	1,192	1,250	1,275
• Number of Concealed Pistol Licenses Processed	1,128	905	975	1,100
• Number of Public Disclosure Requests	2,895	3,791	3,900	4,000
• Total Animal Services Incidents	1,444	1,179	1,200	1,350
Outcome Measures:				
• Number of police officer candidate background investigations	133	121	125	127
• Number of Items received into Property/Evidence	2,461	2,430	2,450	2,460
• Number of Orders of Protection served	437	383	390	400
• Number of Standards Investigations (Internal Investigations.)	3	3	4	3
• FWPD Animal Licenses sold	1,286	1,222	1,275	1,250
• Animal Infractions written	79	76	77	78
Efficiency Measures:				
• Average vacancy rate (sworn)	3.74%	4.37%	3%	3.5%
• % of background investigations resulting in qualified candidate	22.5%	18.2%	17%	18%

* (CALCULATIONS BASED ON 6 MONTH TOTALS X2)

** (PROJECTED ESTIMATES ONLY)

POSITION INVENTORY:

Positions	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	Grade
			Adopted	Adjusted	Projected			
Director-Police Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00	58D
Office Manager	-	-	-	1.00	1.00	1.00	1.00	36
Executive Assistant	1.00	1.00	1.00	-	-	-	-	31
Total Regular Staffing	2.00	2.00	2.00	2.00	2.00	2.00	2.00	n/a
Change from prior year		-	-	-	-	-	-	n/a
Grant Total Staffing	2.00	2.00	2.00	2.00	2.00	2.00	2.00	n/a

POLICE ADMINISTRATION DIVISION

Responsible Manager: *Andy J. Hwang, Police Chief*

HIGHLIGHTS/CHANGES:

The Administration Division will continue to manage and assess the department's current service levels to provide the City of Federal Way residents a cost effective and proactive police force. Federal Way Police Department members are encouraged to act as conduits of information from the community to the agency. Members are available to the public throughout the City, in the high schools and at substations, as well as the City Hall/Police facility. The information gathered by department members combined with statistical analysis, community surveys, and continuous evaluation of program effectiveness, will be used to best identify the needs of our community.

The Police Administration Division's adopted operating budget totals \$402,109 in 2021 and \$402,109 in 2022.

This is a 6.1% or \$23,225 increase to the 2021 adopted budget from the 2020 adjusted budget. Major line items changes include:

- **Salaries & Wages** – Increase of \$22,068 primarily due to step increases and minor adjustments in position costs.
- **Benefits** – Increase of \$1,157 primarily due to an increase in health insurance premiums.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Expenditure Summary:										
1XX	Salaries & Wages	245,201	261,231	240,960	240,960	240,960	263,028	263,028	22,068	9.2%
2XX	Benefits	80,138	83,110	98,794	98,794	98,794	99,951	99,951	1,157	1.2%
3XX	Supplies	4,159	2,081	7,630	7,630	7,630	7,630	7,630	-	0.0%
4XX	Services and Charges	15,411	7,156	31,500	31,500	31,500	31,500	31,500	-	0.0%
Total Expenditures:		\$ 344,909	\$ 353,578	\$ 378,884	\$ 378,884	\$ 378,884	\$ 402,109	\$ 402,109	\$ 23,225	6.1%



New Federal Way Police vehicles

POLICE SUPPORT SERVICES DIVISION**Responsible Manager: Steve Neal, Deputy Chief****PURPOSE/DESCRIPTION:**

The Support Services Division consists of the department's Civilian Operations Section, the Administrative Section and the Criminal Investigations Section (CIS). CIS contains three investigative units that specialize in crimes committed against persons, crimes committed against property, and crimes involving narcotics and/or vice. CIS also has a 'Special Investigations' team tasked with identifying crime patterns and proactive enforcement efforts to address specific criminal problems. Each section is directed by a Commander or Civilian Manager that reports to the Deputy Chief or the Chief of Police. The sections provide the services described below.

Civilian Operations

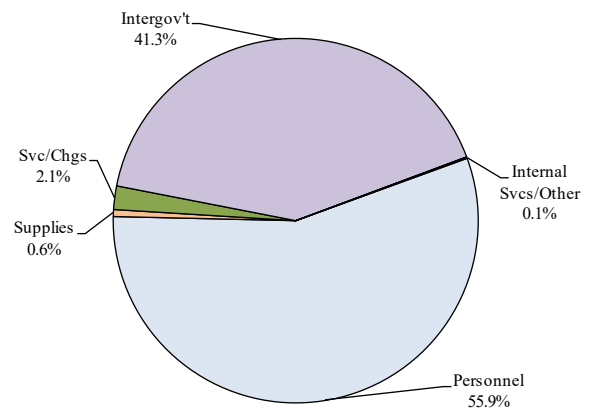
- Records Unit
- Property / Evidence
- Crime Analysis / Prevention
- False Alarm Program
- Technology Initiatives
- Public Relations & Media

Administrative Section

- Department Budget
- Training
- Recruiting & Hiring
- Internal Investigations
- CALEA
- Quartermaster
- Fleet & Equipment
- Jail /Transport Officers
- Volunteer Coordination

Criminal Investigations

- Persons Crimes
- Property Crimes
- Special Investigations Unit (SIU)
- Gangs
- Criminal Intelligence

2021 Adopted Expenditures by Category**POSITION INVENTORY:**

Positions	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	Grade
			Adopted	Adjusted	Projected			
Deputy Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00	55D
Commander	2.00	2.00	2.00	2.00	2.00	1.00	1.00	51C
Civilian Operations Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	46
Lieutenant (1 FTE - Prop 1)	4.00	4.00	4.00	4.00	4.00	4.00	4.00	45I
Police Record Administrator	1.00	1.00	1.00	-	-	-	-	37
Property/Evidence Custodian	1.00	1.00	1.00	1.00	1.00	1.00	1.00	32
Police Officer* (9 FTE - Prop 1)	23.00	26.00	26.00	26.00	26.00	41.00	41.00	32G
Crime Analyst Program Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00	32A
Jail Coordinator	-	-	-	1.00	1.00	1.00	1.00	32A
Crime Analyst/Prevention Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00	30A
Calea/Volunteer Coordinator	1.00	1.00	1.00	1.00	1.00	1.00	1.00	30A
Transport Officer	-	-	-	3.00	3.00	3.00	3.00	30A
Quartermaster	1.00	1.00	1.00	1.00	1.00	1.00	1.00	30A
Records Supervisor	2.00	2.00	2.00	2.00	2.00	2.00	2.00	29
Public Records Coordinator	-	-	-	1.00	1.00	1.00	1.00	27A
Property/Evidence Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00	20A
Administrative Assistant I	3.00	3.00	3.00	3.00	3.00	3.00	3.00	18A
Records Specialist (1 FTE-Prop 1)	11.00	11.00	11.00	11.00	11.00	11.00	11.00	18A
Customer Service Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00	18A
Total Regular Staffing	55.00	58.00	58.00	62.00	62.00	76.00	76.00	n/a
Change from prior year	-	3.00	-	4.00	-	14.00	-	n/a
Grant Total Staffing	55.00	58.00	58.00	62.00	62.00	76.00	76.00	n/a

POLICE SUPPORT SERVICES DIVISION

Responsible Manager: *Steve Neal, Deputy Chief*

HIGHLIGHTS/CHANGES:

The Administrative Section will continue to evaluate staffing levels and responsibilities. The Civilian Operations Section is managing ongoing changes to its environment as the department moves through several technological advances. Field laptop report writing; wireless access; automated recording of property and evidence handling will continue to be focus areas for the agency requiring a great deal of support from Support Services.

The Police Support Services' adopted operating budget totals \$13,741,548 in 2021 and \$14,007,646 in 2022. This is a 1.7% or \$231,154 increase to the 2021 adopted budget from the 2020 adjusted budget.

- **Salaries & Wages** – Net increase of \$871,195 due to adding three new COPS grant Police Officer FTE's, reallocation of Police Officers into different division within the Department, and cost of living increases.
- **Benefits** – Net increase of \$136,016 primarily due to adding benefits for three new Police Officer FTE's.
- **Intergovernmental Services** – Increase of \$380,000 due to restoring the budget for jail services.
- **Capital Outlay** – Decrease of \$87,000 due to the elimination of one-time equipment and vehicle purchases.
- **Other Financing Use** – Decrease of \$1,000,000 due to eliminating one-time transfer out to debt service fund for SCORE debt service.

REVENUE AND EXPENDITURE SUMMARY:

SUPPORT SERVICES – GENERAL FUND

Code	Item	2018	2019	2020			2021	2022	21 Adopted - 20 Adj	
		Actual	Actual	Adopted	Adjusted	Projected	Adopted	Adopted	\$ Chg	% Chg
Revenue Summary:										
32X	Licenses and Permits	\$ 89,118	\$ 84,880	\$ 99,000	\$ 99,000	\$ 99,000	\$ 99,000	\$ 99,000	\$ -	0.0%
34X	Charges for Services	1,297,588	1,457,931	1,281,766	1,752,586	1,752,586	1,752,586	1,752,586	-	0.0%
35X	Fines and Penalties	32,316	42,187	22,000	22,000	22,000	22,000	22,000	-	0.0%
36X	Miscellaneous	330,361	84,536	55,000	55,000	55,000	55,000	55,000	-	0.0%
Total Revenues:		\$ 1,749,382	\$ 1,669,535	\$ 1,457,766	\$ 1,928,586	\$ 1,928,586	\$ 1,928,586	\$ 1,928,586	\$ -	0.0%
Expenditure Summary:										
1XX	Salaries & Wages	4,259,940	4,402,163	4,505,397	4,756,428	4,756,428	5,362,184	5,543,327	605,756	12.7%
2XX	Benefits	1,419,102	1,496,940	1,828,332	1,920,780	1,920,780	1,955,930	2,024,764	35,150	1.8%
3XX	Supplies	72,679	59,952	84,400	84,400	84,400	84,400	84,400	-	0.0%
4XX	Services and Charges	266,105	310,529	321,879	321,879	321,879	286,879	286,879	(35,000)	-10.9%
5XX	Intergovernmental	9,127,256	8,604,411	7,055,642	5,288,992	5,288,992	2,748,692	2,748,692	(2,540,300)	-48.0%
6XX	Capital Outlay	-	-	-	87,000	87,000	-	-	(87,000)	-100.0%
9XX	Internal Services/Other	-	-	-	50,914	50,914	-	-	(50,914)	-100.0%
0XX	Other Financing Use	-	-	-	1,000,000	1,000,000	-	-	(1,000,000)	-100.0%
Total Expenditures:		\$ 15,145,082	\$ 14,873,995	\$ 13,795,650	\$ 13,510,393	\$ 13,510,393	\$ 10,438,085	\$ 10,688,062	\$ (3,072,308)	-22.7%

SUPPORT SERVICES – JAIL FUND

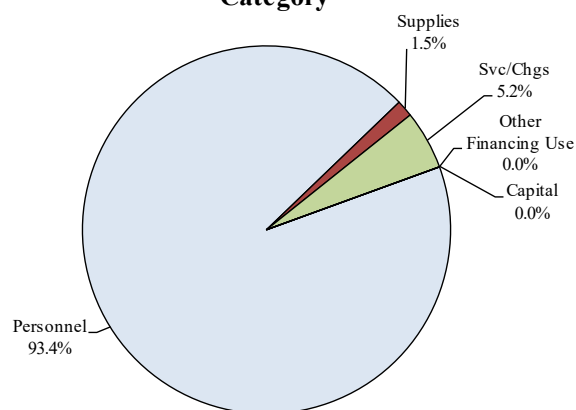
Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
39X	Other Financing Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,303,463	\$ 3,319,584	\$ 3,303,463	n/a
Total Revenues:		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,303,463	\$ 3,319,584	\$ 3,303,463	n/a
Expenditure Summary:										
1XX	Salaries & Wages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 265,439	\$ 277,121	\$ 265,439	n/a
2XX	Benefits	-	-	-	-	-	100,867	105,306	100,867	n/a
5XX	Intergovernmental	-	-	-	-	-	2,920,300	2,920,300	2,920,300	n/a
9XX	Internal Services/Other	-	-	-	-	-	16,857	16,857	16,857	n/a
Total Expenditures:		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,303,463	\$ 3,319,584	\$ 3,303,463	n/a

POLICE FIELD OPERATIONS DIVISION**Responsible Manager: Kyle Sumpter, Deputy Chief****PURPOSE/DESCRIPTION:**

The Operations Division provides a 24-hour response to calls for service, investigates crimes, enforces laws, ordinances, and public orders with uniformed patrol and traffic units. In addition to the delivery of general police services, the Operations Division also provides special uniformed police officers in the following capacities: Special Operations Unit (bicycle team), five high school resource officers, police services at Commons Mall, two K-9 officers, SWAT (Special Weapons and Tactics Team) and a Nationally Certified Bomb Unit (BDU).

GOALS/OBJECTIVES:

- Continue to participate in the overall department goal in the reduction of Index Crimes.
- Continue to find methods to reduce quality of life crimes and crimes that impact families.
- Maintain a pro-active approach to overall crime.

2021 Adopted Expenditures by Category**PERFORMANCE MEASURES:**

Type/Description	2019	2020	2021**	2022**
Workload Measures:				
• Calls for Service	75,952	71,176	75,000	76,000
• Number of referrals from Child Protective Services (CPS)/APS	311	394	400	410
• CIS Cases assigned	891	952	900	950
• Total Accidents occurred	1,603	1,406	1,500	1,600
• DUI Arrests	170	107	150	170
Outcome Measures:				
• Criminal case numbers drawn	17,354	15,265	17,000	17,500
• Number of false alarms with police response	2,024	1,442	1,700	2,000
• Total Index Crimes	7611	7,870	7,700	7,750
• Total arrests	3,916	2,042	3,000	3,500
• Total Citation/Infractions Issued	10,045	7,707		
Efficiency Measures:				
• % of criminal cases filed by CIS	43.8%	42%	43%	43%
• % of false alarms that are billable	19.6%	23.3%	30%	25%
• Response time to Emergency Calls (includes Priority 1 calls)	6.55	6.26	6.5	6.4
• Average response time (for all calls for service)	17.41	17.58	17.40	17.50
• Annual change to Index Crimes	-9%	+2%	0	0

* (CALCULATIONS BASED ON 6 MONTH TOTALS X2)

** (PROJECTED ESTIMATES ONLY)

POSITION INVENTORY:

Positions	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	Grade
			Adopted	Adjusted	Projected			
Deputy Chief	1.00	1.00	1.00	1.00	1.00	1.00	1.00	55D
Commander	3.00	3.00	3.00	3.00	3.00	4.00	4.00	51C
Lieutenant* (1 FTE-Prop 1 & 1-FTE Traffic Safety)	9.00	9.00	9.00	9.00	9.00	9.00	9.00	45I
Police Officer** (8 FTE-Prop 1 & 8 FTE Traffic Safety)	87.00	87.00	87.00	87.00	87.00	75.00	75.00	32G
Animal Services Officer	2.00	2.00	2.00	2.00	2.00	2.00	2.00	24A
Administrative Assistant I	1.00	1.00	1.00	1.00	1.00	1.00	1.00	18A
Total Regular Staffing	103.00	103.00	103.00	103.00	103.00	92.00	92.00	n/a
Change from prior year	-	-	-	-	-	(11.00)	-	n/a
Grand Total Staffing	103.00	103.00	103.00	103.00	103.00	92.00	92.00	n/a

POLICE FIELD OPERATIONS DIVISION

Responsible Manager: *Kyle Sumpter, Deputy Chief*

HIGHLIGHTS/CHANGES:

The Patrol Section staffing model will provide effective and efficient patrol service with the allocated staffing model. Patrol Officers will be assigned a sector to maintain continuity, reduce response time, and will be proactive in finding solutions for ongoing neighborhood or crime problems. The Special Investigations Unit will be proactive in combating high profile crime patterns with a focus on gangs, narcotics and vice crimes. The Traffic Unit will increase visibility at school zones and neighborhoods and provide commercial vehicle enforcement.

The Police Operations Division's adopted operating budget totals \$16,674,785 in 2021 and 17,002,278 in 2022. This is a 10.0% or \$1,859,222 decrease to the 2021 adopted budget from the 2020 adjusted budget. Major line item changes include:

- **Salaries & Wages** – Net decrease of \$68,139 due to reallocation of Police Officers into different division within the Department, offset by cost of living increases.
- **Benefits** – Net decrease of \$47,001 primarily due to reallocation of Police Officers into different division within the Department.
- **Other Financing Use** – Net decrease of \$1,549,087 due to eliminating transfer out from Traffic Safety to the General Fund for operations.

REVENUE AND EXPENDITURE SUMMARY:

FIELD OPERATION – GENERAL FUND

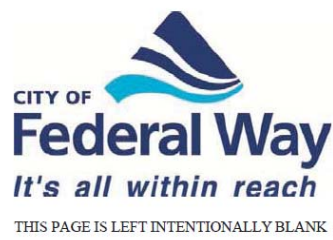
Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
31X	Taxes	\$ 229,524	\$ 232,942	\$ 155,000	\$ 195,000	\$ 195,000	\$ 105,000	\$ 140,000	\$ (90,000)	-46.2%
33X	Intergovernmental	583,301	824,773	429,500	449,500	449,500	432,000	432,000	(17,500)	-3.9%
39X	Other Financing Source	-	-	-	-	-	-	-	-	n/a
Total Revenues:		\$ 812,825	\$ 1,057,715	\$ 584,500	\$ 644,500	\$ 644,500	\$ 537,000	\$ 572,000	\$ (107,500)	-16.7%
Expenditure Summary:										
1XX	Salaries & Wages	\$ 8,293,434	\$ 8,588,626	\$ 8,366,350	\$ 8,922,170	\$ 8,922,170	\$ 8,733,184	\$ 8,921,130	\$ (188,986)	-2.1%
2XX	Benefits	2,701,719	2,730,070	2,896,496	2,896,496	2,896,496	2,710,476	2,770,823	(186,020)	-6.4%
3XX	Supplies	357,498	372,605	254,625	254,625	254,625	244,625	244,625	(10,000)	-3.9%
4XX	Services and Charges	222,010	227,577	242,450	248,345	248,345	214,345	214,345	(34,000)	-13.7%
6XX	Capital Outlay	16,320	11,582	-	-	-	-	-	-	n/a
Total Expenditures:		\$ 11,590,982	\$ 11,930,460	\$ 11,759,921	\$ 12,321,636	\$ 12,321,636	\$ 11,902,630	\$ 12,150,923	\$ (419,006)	-3.4%

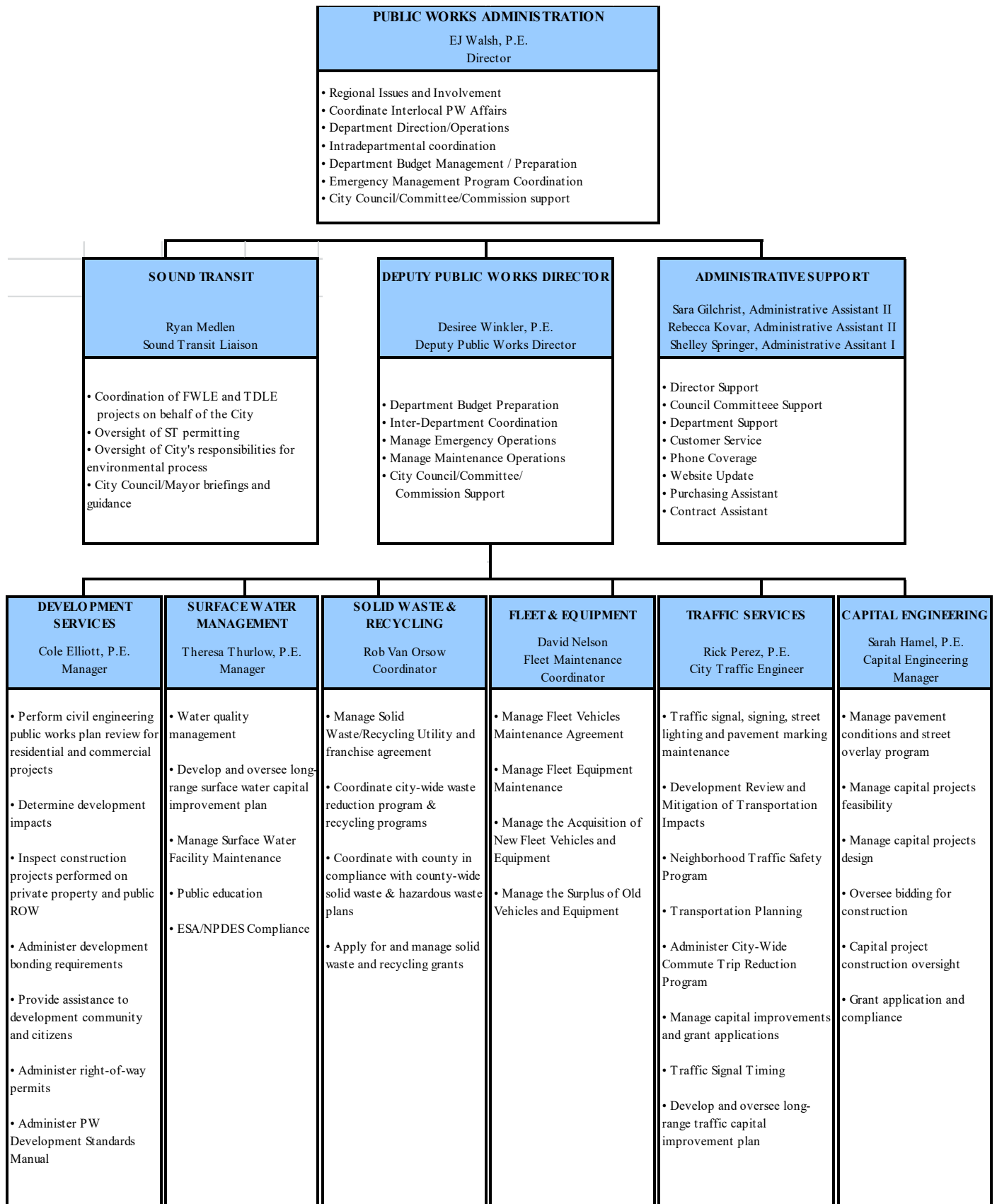
FIELD OPERATION – PROP 1

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
31X	Taxes	\$ 2,104,541	\$1,891,159	\$ 1,967,065	\$ 1,831,534	\$ 1,831,534	\$ 1,767,625	\$1,747,165	\$ (63,908)	-3.5%
36X	Miscellaneous	16,485	23,846	8,000	8,000	8,000	8,000	8,000	\$ -	0.0%
39X	Other Financing Source	150,076	780,484	789,355	807,254	807,254	976,829	1,076,964	169,575	21.0%
Total Revenues:		\$ 2,271,102	\$2,695,489	\$ 2,764,420	\$ 2,646,788	\$ 2,646,788	\$ 2,752,455	\$ 2,832,128	\$ 105,667	4.0%
Expenditure Summary:										
1XX	Salaries & Wages	\$ 1,718,451	\$1,883,018	\$ 1,947,969	\$ 1,947,969	\$ 1,947,969	\$ 2,014,107	\$ 2,052,267	\$ 66,138	3.4%
2XX	Benefits	607,638	669,927	711,758	711,758	711,758	765,361	779,861	53,603	7.5%
9XX	Internal Services/Other	224,021	-	104,692	104,692	104,692	-	-	(104,692)	-100.0%
Total Expenditures:		\$ 2,550,110	\$2,552,946	\$ 2,764,419	\$ 2,764,419	\$ 2,764,419	\$ 2,779,468	\$ 2,832,128	\$ 15,049	0.5%

FIELD OPERATION – TRAFFIC SAFETY

		2018	2019	2020			2021	2022	21 Adopted - 20 Adj	
Code	Item	Actual	Actual	Adopted	Adjusted	Projected	Adopted	Adopted	\$ Chg	% Chg
Revenue Summary:										
35X	Fines and Penalties	\$ 2,996,924	\$3,132,029	\$ 3,121,776	\$ 2,192,218	\$2,192,218	\$ 2,189,822	\$ 2,177,701	\$ (2,396)	-0.1%
36X	Miscellaneous	29,226	34,539	13,500	13,500	13,500	13,500	13,500	\$ -	0.0%
39X	Other Financing Sour	-	-	-	184,758	184,758	-	-	-	0.0%
Total Revenues:		\$ 3,026,150	\$ 3,166,568	\$ 3,135,276	\$ 2,390,476	\$ 2,390,476	\$ 2,203,322	\$ 2,191,201	\$ (187,154)	-7.8%
Expenditure Summary:										
1XX	Salaries & Wages	\$ 941,812	\$1,041,851	\$ 926,585	\$ 926,585	\$ 926,585	\$ 981,295	\$ 1,000,527	\$ 54,709	5.9%
2XX	Benefits	296,207	318,075	277,976	277,976	277,976	363,392	370,700	85,416	30.7%
4XX	Services and Charges	677,646	703,274	648,000	648,000	648,000	648,000	648,000	-	0.0%
9XX	Internal Services/Other	232,487	62,678	46,304	46,304	46,304	-	-	(46,304)	-100.0%
0XX	Other Financing Use	1,547,039	1,560,333	1,549,087	1,549,087	1,549,087	-	-	(1,549,087)	-100.0%
Total Expenditures:		\$ 3,695,192	\$ 3,686,211	\$ 3,447,952	\$ 3,447,952	\$ 3,447,952	\$ 1,992,687	\$ 2,019,227	\$ (1,455,265)	-42.2%





PUBLIC WORKS DEPARTMENT

RESPONSIBLE MANAGER: E J WALSH, P.E., PUBLIC WORKS DIRECTOR

2019/2020 ACCOMPLISHMENTS

Grants awarded in the total amount of **\$9,069,720** for transportation projects:

• WA State Transportation Improvement Board Complete Streets Grant	\$100,000
• Sound Transit Access Fund Grant	\$730,000
• SW 320 th Preservation Project	\$518,020
• Citywide Adaptive Traffic Control Project	\$1,275,000
• Lakota Middle School Safety Improvements	\$1,350,000
• LED Street Light Conversion Project	\$350,000
• Sacajawea Middle School Safe Routes to School	\$400,000
• Citywide Variable Lane Use Control	\$602,000
• SW 356 th St preservation Project	\$810,000
• Citywide Adaptive Traffic Control System	\$680,000
• Citywide Adaptive Phase 3	\$170,000
• 47 th Ave SW & SR 509 Compact Roundabout	\$815,000
• Citywide safety: Horizontal Curve Warning Signs	\$519,700
• 16 th Ave Trail Project S 308 th St to S 288 th St	\$550,000
• Design of S 314 th St (PVR to 23 rd)	\$300,000

Grants awarded in the total amount of **\$50,000** for surface water programs:

• DOE Capacity Grant	\$50,000
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Grants awarded in the total amount of **\$232,298** for Solid Waste & Recycling projects:

• Solid Waste Financial Assistance Grant	\$34,868
• Local Hazardous Waste Program Funding	\$80,973
• Waste Reduction and Recycling Grant	\$116,457

Completed the following construction projects on time and within the approved budget, by leveraging all available sources of funding in addition to city funds:

- Completed LED Street Light Conversion project of city owned street lights
- Completed Downtown Staircase project
- Completed Brook Lake Connector
- Completed 2019 storm pipe repair project Phase I and II
- Completed 296th SW Slide mitigation
- Completed S 348th Street Entrance Sign
- Completed Pacific Highway S HOV phase 5 project
- Completed 2019 Asphalt Overlay Program
- Completed Adaptive Traffic Control System Phase I and II
- Completed S 314th St and Lakota Middle School safe route to school projects
- Completed 2020 Pavement Repair project
- Completed S 317th St Safe Walking Route project
- Completed Phase 1 of the Citywide Greenway Plan
- Completed selection of the Preferred Alternative for the City Center Access project
- Completed Military Road and S 298th St Compact Roundabout project

PUBLIC WORKS DEPARTMENT**RESPONSIBLE MANAGER: E J WALSH, P.E., PUBLIC WORKS DIRECTOR****2019/2020 ACCOMPLISHMENTS**

- Updated Federal Way Revised Code chapters 4.40 and 8.60 related to snow and ice removal
- Updated Federal Way Revised Code chapters 4.20 and 19.135 related to road vacations
- Updated Federal Way Revised Code chapter 3.10 related to excise tax on solid waste to fund repairs to failing residential streets
- Updated Federal Way Revised Code to incorporate small cell wireless facilities
- Updated City's master franchise agreement (use for all franchise utilities) and developed master lease agreement for small wireless facilities
- Developed and implemented an interlocal agreement with Lakehaven Water and Sewer District for implementation of joint capital projects
- Re-organized the department under the new Public Works Director and Deputy Director to strategically align staff to their strengths. This has led to increased efficiencies, productivity, and project cost savings.
- Implemented a departmental Communications Committee to work on public messaging and improve communications with the public
- Implemented a departmental Good Ideas Committee to encourage innovations that save City resources. This has led to lower cost of operations and better service to the public
- Updated the 2020-2025 Transportation Improvement Plan
- Developed and adopted City of Federal Way ADA Transition Plan
- Worked with and accepted dedication of private roads within The Ridge
- Met all Surface Water NPDES Phase II permit requirements
- Completed work on the updated Stormwater Comprehensive Plan update
- Updated the Surface Water rate structure to be based on impervious area to provide increased equity City wide
- Completed renewal of North Lake Management District
- Implemented seven (7) neighborhood traffic safety projects
- Developed and implemented a Transportation Demand Management Agreement with WSDOT
- Updated the Commute Trip Reduction Program with King County
- Completed a Solid Waste Request For Proposal process and implemented a new Solid Waste Contract
- Provide spring and fall recycling collection events, and continue to expand public education and outreach to multi-family complexes and local businesses to start or expand recycling collection programs
- Provided input to support development of the King County Comprehensive Solid Waste Management Plan update, including comments and revisions for draft Plan chapters
- Due to the increase in prevailing wage rates, took on Right of Way Landscape Maintenance at an increased service level
- Successfully mitigated the largest snow storm since 1910
- Began feasibility work on a new Joint Use Operations Facility to replace the aging Steel Lake Maintenance Yard
- Worked with Sound Transit, SeaTac, Des Moines and Kent to finalize the alignment and stations for the Federal Way Link Light Rail alignment
- Developed and implemented an interlocal agreement with Sound Transit for the Federal Way Link Light Rail Extension
- Developed and implemented a Development Agreement with Sound Transit for the Federal Way Link Light Rail Extension
- Worked with Sound Transit, Fife, and Tacoma on the Tacoma Dome Light Rail extension preliminary feasibility



Adaptive Traffic Control Project

PUBLIC WORKS DEPARTMENT

RESPONSIBLE MANAGER: E J WALSH, P.E., PUBLIC WORKS DIRECTOR

2021-2022 ANTICIPATED KEY PROJECTS

Construction:

- 2021 / 2022 Asphalt Overlay Projects
- Adaptive Traffic Control System
- Citywide Greenway Project
- 16th Ave Trail – S 308th St to S 288th St
- SW 320th Street Preservation project
- SW 356th Street Preservation project
- SR 509: SW 312th St – 21st Ave SW Safe Routes to School project
- SWM Pipe Rehabilitation project
- Cold Creek Culvert Replacement

Departmental:

- Continue the City Center Access Environmental and Preliminary work
- Continue Spring and Fall Recycling Events or develop alternative low contact events / solutions
- Update the Public Works Development Standards manual to reflect Code Updates, Changes in regulations and evolution of technologies for infrastructure
- Citywide Water Quality Monitoring Program
- Implement Neighborhood Drainage Program
- Complete the engineering design for the new Joint Use Operations Facility
- Develop departmental efficiencies to optimize use of City resources



City Right of Way Landscape Crew



Pacific Highway Phase V

PUBLIC WORKS DEPARTMENT

RESPONSIBLE MANAGER: E J WALSH, P.E., PUBLIC WORKS DIRECTOR

CIP PROJECTS:

2021 Adopted Projects	Sources (in thousands)								Expenses (in thousands)	
	REET	Fuel Tax	Grants	Mitig/Tr Imp Fees	LIFT	Misc / Trsfrs	Prior Year's Sources	Total Sources	Constr Prj.	Total Expenses
SR 99 HOV Lanes PH V	112	-	-	-	-	-	-	112	112	112
SR 509: SW 312th St - 21st Ave SW SRTS Project	-	-	1,660	-	-	200	-	1,860	1,800	1,800
City Center Access Phase I - Environmental process update	-	-	-	-	500	-	-	500	500	500
Street Light LED Conversion	-	-	-	-	-	-	160	160	160	160
Variable Lane Use Control Signs	-	-	202	-	-	-	-	202	202	202
SW 320th - 11th Ave SW to 3rd Place SW Preservation Project	-	-	518	-	-	407	-	925	925	925
SW 356th - 15th Ave SW to 4th Ave SW Preservation Project	33	-	810	-	-	491	-	1,334	1,334	1,334
47th Ave SW and SW Dash Point Road Compact Roundabout	-	-	550	-	-	-	-	550	550	550
City Wide Safety - Horizontal Curve Improvements	-	-	400	-	-	-	-	400	400	400
16th Ave Trail - S 308th Street to S 288th Street	115	-	750	-	-	-	-	865	865	865
Citywide Greenway Plan Pedestrian and Bicycle Improvements	-	200	-	-	-	-	-	200	200	200
Sound Transit	-	-	-	1,450	-	-	-	1,450	1,450	1,450
S 314th St Improvement	-	-	125	-	-	-	-	125	125	125
SR 99 @ S 373rd St Roundabout w/Median Control	-	-	-	340	-	-	-	340	340	340
21st Ave S @ 320th St Traffic Signal	-	-	-	-	100	-	-	100	100	100
Citywide ADA Retrofit	-	-	-	200	200	-	-	400	400	400
S 356th St. - 1st Ave S - SR 99	-	-	-	200	-	-	-	200	200	200
SW 344th St. @ 27th Ave SW Compact Roundabout	15	-	35	-	-	-	-	50	50	50
Adaptive Traffic Signal Control System - City Center Stage 2-Detection Upgrade	75	-	-	-	-	-	-	75	75	75
Citywide Pedestrian Safety System Improvements	-	32	28	-	-	-	-	60	60	60
Citywide RRFB Upgrades	-	50	90	-	-	-	-	140	140	140
Military Rd S: S 320th St - SR 18 Preservation Project	-	-	-	-	-	50	-	50	-	-
S 288th St - Pac Hwy S. to 34th Ave S Bike & Ped Improvements	-	-	-	200	-	-	-	200	200	200
Fiber Optic Network Loop - 317th to S 272nd	-	-	-	2,600	-	-	-	2,600	100	100
Joint Operations & Maintenance Facility	-	-	-	-	-	250	-	250	250	250
Total 2021	\$ 350	\$ 282	\$ 5,168	\$ 4,990	\$ 800	\$ 1,398	\$ 160	\$ 13,148	\$ 10,538	\$ 10,538

2022 Adopted Projects	Sources (in thousands)								Expenses (in thousands)	
	REET	Fuel Tax	Grants	Mitig/Tr Imp Fees	LIFT	Misc / Trsfrs	Prior Year's Sources	Total Sources	Constr Prj.	Total Expenses
16th Ave Trail - S 308th Street to S 288th Street	-	-	1,385	-	-	-	-	1,385	1,385	1,385
Citywide Greenway Plan Pedestrian and Bicycle Improvements	-	200	-	-	-	-	-	200	200	200
Sound Transit	-	-	-	1,230	-	-	-	1,230	1,230	1,230
SR 99 @ S 373rd St Roundabout w/Median Control	-	-	300	30	-	-	-	330	330	330
21st Ave S @ 320th St Traffic Signal	-	-	730	-	205	-	-	935	935	935
S 356th St. - 1st Ave S - SR 99	-	-	-	100	-	-	-	100	100	100
SW 344th St. @ 27th Ave SW Compact Roundabout	-	-	100	-	-	-	-	100	100	100
Adaptive Traffic Signal Control System - City Center Stage 2-Detection Upgrade	-	-	-	-	-	-	-	-	600	600
Citywide Pedestrian Safety System Improvements	-	-	100	-	-	-	-	100	100	100
Citywide RRFB Upgrades	-	270	420	-	-	-	-	690	690	690
Military Rd S: S 320th St - SR 18 Preservation Project	-	-	-	-	-	-	-	-	50	50
SW King County Regional Trail Plan	-	50	-	-	-	-	-	50	50	50
S 288th St - Pac Hwy S. to 34th Ave S Bike & Ped Improvements	-	-	-	200	-	-	-	200	200	200
Fiber Optic Network Loop - 317th to S 272nd	-	-	-	-	-	-	-	-	900	900
Joint Operations & Maintenance Facility	-	-	-	-	-	250	-	250	250	250
Total 2022	\$ -	\$ 520	\$ 3,035	\$ 1,560	\$ 205	\$ 250	\$ -	\$ 5,570	\$ 7,120	\$ 7,120

PUBLIC WORKS DEPARTMENT

RESPONSIBLE MANAGER: E J WALSH, P.E., PUBLIC WORKS DIRECTOR

CIP PROJECTS:

2021 Adopted Projects	Sources (in thousands)				Expenses (in thousands)	
	User Fees	Grants	Prior Years' Sources	Total Sources	Constr Prj.	Total Expenses
Small CIP - Annual Program	\$ 150	\$ -	\$ -	\$ 150	\$ 150	\$ 150
South 356th Street Culvert Replacement	100	-	-	100	100	100
2018 Storm Drain CCTV Inspection and Assessment	100	-	-	100	100	100
Pipe Rehabilitation Project	317	-	-	317	317	317
Cold Creek Culvert Replacement	1,000	-	-	1,000	1,000	1,000
Neighborhood Drainage Program	25	-	-	25	25	25
Annual CB Rehab	75	-	-	75	75	75
Redondo Creek Culvert Replacement	300	-	-	300	300	300
Total 2021	\$ 2,067	\$ -	\$ -	\$ 2,067	\$ 2,067	\$ 2,067

2022 Adopted Projects	Sources (in thousands)					
	User Fees	Grants	Prior Years' Sources	Total Sources	Constr Prj.	Total Expenses
Small CIP - Annual Program	\$ 150	\$ -	\$ -	\$ 150	\$ 150	\$ 150
South 356th Street Culvert Replacement	250	-	-	250	250	250
2018 Storm Drain CCTV Inspection and Assessment	100	-	-	100	100	100
Pipe Rehabilitation Project	317	-	-	317	317	317
Cold Creek Culvert Replacement	-	500	-	500	500	500
Neighborhood Drainage Program	25	-	-	25	25	25
Annual CB Rehab	75	-	-	75	75	75
Citywide WQ Program	100	-	-	100	100	100
Total 2022	\$ 1,017	\$ 500	\$ -	\$ 1,517	\$ 1,517	\$ 1,517

PUBLIC WORKS DEPARTMENT

RESPONSIBLE MANAGER: E J WALSH, P.E., PUBLIC WORKS DIRECTOR

DEPARTMENT POSITION INVENTORY:

Positions	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	Grade
			Adopted	Adjusted	Projected			
Street Fund:								
Director-PW	0.80	0.73	0.73	0.73	0.73	0.73	0.73	58h
Deputy Director-PW	1.45	0.38	0.38	0.38	0.38	0.38	0.38	58
Development Services Manager	0.50	0.50	0.50	0.50	0.50	0.50	0.50	54
City Traffic Engineer - Traffic Safety Fund	1.00	1.00	1.00	1.00	1.00	1.00	1.00	54
Street Systems Manager - .05 FTE Overlay	-	1.00	1.00	-	-	-	-	54
Capital Engineering Manager - .05 FTE Overlay & .10 FTE Transp CIP	-	-	-	1.00	1.00	1.00	1.00	54
Sound Transit Liaison - 1.00 FTE Transp CIP (Funded by Sound Transit)	-	1.00	1.00	1.00	1.00	1.00	1.00	54
Senior Traffic Engineer - Traffic Safety Fund	1.00	1.00	1.00	1.00	1.00	1.00	1.00	49
Senior Transportation Planning Engineer - Traffic Safety Fund	1.00	1.00	1.00	1.00	1.00	1.00	1.00	49
Street Systems Project Engineer	3.00	3.00	3.00	-	-	-	-	49
Senior Capital Engineer - 0.75 FTE Transp CIP	-	-	-	3.00	3.00	3.00	3.00	49
Traffic Engineer - Traffic Safety Fund	1.00	1.00	1.00	1.00	1.00	1.00	1.00	44
Capital Engineer - 0.50 FTE Overlay	-	-	-	1.00	1.00	1.00	1.00	44
Street Systems Engineer - 0.50 FTE Overlay	1.00	1.00	1.00	-	-	-	-	44
Senior Engineer Plans Reviewer	0.50	0.50	0.50	1.15	1.15	1.15	1.15	43
Engineering Plans Reviewer	1.00	0.65	0.65	1.00	1.00	1.00	1.00	38
Street Systems Maint Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	38
Construction Inspector - 0.50 FTE Overlay & 1.00 FTE Transp CIP	2.00	3.00	3.00	4.00	4.00	4.00	4.00	37
Engineering Technician - 0.25 FTE Overlay	1.00	2.00	2.00	2.00	2.00	2.00	2.00	32
Maintenance Worker II	1.00	2.00	1.00	2.00	2.00	2.00	2.00	26m
Fleet Maintenance Coordinator - 504 Fleet & Equipment	0.50	1.00	1.00	1.00	1.00	1.00	1.00	26
Administrative Assistant II - 0.50 FTE Transp. CIP	0.80	1.70	0.80	1.70	1.70	1.70	1.70	25
Maintenance Worker I	3.00	5.00	4.00	7.00	7.00	7.00	7.00	22m
Administrative Assistant I	0.85	0.28	0.78	0.28	0.28	0.28	0.28	18
Total Street Fund:	22.40	28.74	26.34	32.74	32.74	32.74	32.74	n/a
Solid Waste & Recycling:								
Director-PW	0.05	0.12	0.12	0.12	0.12	0.12	0.12	58h
Deputy Director-PW	0.05	0.12	0.12	0.12	0.12	0.12	0.12	58
Solid Waste/Recycling Manager	-	-	-	-	-	1.00	1.00	na
Solid Waste/Recycling Coordinator	1.00	1.00	1.00	1.00	1.00	-	-	39
Recycling Project Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	35
Administrative Assistant II	0.10	0.10	0.10	0.10	0.10	0.10	0.10	25
Administrative Assistant I	-	0.07	0.07	0.07	0.07	0.07	0.07	18
Total Solid Waste & Recycling:	2.20	2.41	2.41	2.41	2.41	2.41	2.41	n/a
Surface Water Management:								
Director-PW	0.15	0.15	0.15	0.15	0.15	0.15	0.15	58h
Deputy Director-PW	0.50	0.50	0.50	0.50	0.50	0.50	0.50	58
SWM Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	54
Development Services Manager	0.50	0.50	0.50	0.50	0.50	0.50	0.50	54
SWM Project Engineer	2.00	2.00	2.00	-	-	-	-	49
Senior Capital Engineer	-	-	-	1.00	1.00	1.00	1.00	49
SWM Asset Engineer*	-	-	-	-	-	1.00	1.00	na
Capital Engineer	-	-	-	1.00	1.00	1.00	1.00	44
Senior Engineer Plans Reviewer	0.50	0.50	0.50	0.85	0.85	0.85	0.85	43
SW Quality Program Coord	1.00	1.00	1.00	1.00	1.00	1.00	1.00	40
SWM Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	38
Construction Inspector	1.00	1.00	1.00	1.00	1.00	1.00	1.00	37
SWM R/D Inspector	1.00	1.00	1.00	1.00	1.00	1.00	1.00	37
Engineering Plans Reviewer	-	0.35	0.35	-	-	-	-	35
Surface Water Quality Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00	35
SWM Pollution Control Specialist*	-	-	-	-	-	1.00	1.00	na
Public Education & Outreach Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00	34
Engineering Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00	32
Engineering Technician/Inspector	2.00	2.00	2.00	2.00	2.00	2.00	2.00	32
Maintenance Worker II	2.00	2.00	2.00	2.00	2.00	2.00	2.00	26m
Administrative Assistant II	0.10	0.20	0.10	0.20	0.20	0.20	0.20	25
Maintenance Worker I*	4.00	4.00	4.00	4.00	4.00	6.00	6.00	22m
Administrative Assistant I	0.65	0.65	0.65	0.65	0.65	0.65	0.65	18
Total Surface Water Management:	20.40	20.85	20.75	20.85	20.85	24.85	24.85	n/a
Total Regular Staffing	45.00	52.00	49.50	56.00	56.00	60.00	60.00	n/a
Change from prior year	-	7.00	(2.50)	4.00	-	4.00	-	n/a
Grand Total Staffing	45.00	52.00	49.50	56.00	56.00	60.00	60.00	n/a

*The 4.0 FTE increase to the 2021 adopted budget from the 2020 adjusted budget is due to the addition of 1.0 FTE SWM Asset Engineer, 1.0 FTE SWM Pollution Control Specialist, and 2.0 FTE SWM Maintenance Worker I's.

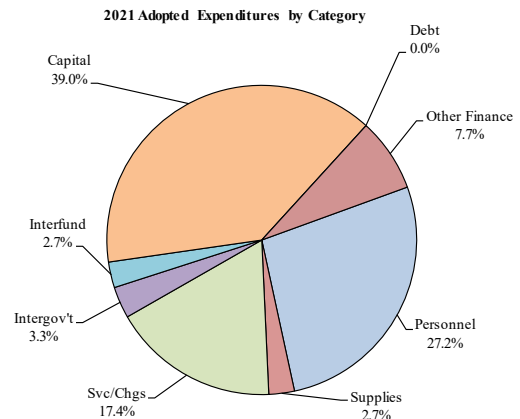
PUBLIC WORKS DEPARTMENT

RESPONSIBLE MANAGER: EJ WALSH, P.E., PUBLIC WORKS DIRECTOR

PURPOSE/DESCRIPTION:

The Public Works Department's mission is to: Provide a vehicle for the City Council to achieve its vision of Federal Way's future; operate a Public Works organization with sound management that meets Federal Way's needs; responsibly provide prompt, courteous, quality, helpful services; and assist our community to achieve its goals to improve its northwest living and business environment with special emphasis on improving transportation, surface water systems, and the permit process.

The Public Works Department is organized into seven divisions. ¹ The Administrative Division provides the overall management of the department. ² The Development Services Division provides the engineering plan reviews, permitting, and inspections of private development and Right of Way projects. ³ The Traffic Division provides transportation planning, traffic operations, and neighborhood traffic services. ⁴ The Capital Engineering Division provides the feasibility analysis, engineering design, bidding and construction oversight for all capital projects. ⁵ The Surface Water Management Division manages the Surface Water Utility by providing improvements, enforcement, maintenance and education functions. ⁶ The Solid Waste and Recycling Division manages the solid waste/recycling utility and franchise contract. ⁷ The Fleet Maintenance Division provides oversight on maintenance of all City non-police vehicles and equipment.



DEPARTMENT SUMMARY:

		2018	2019	2020			2021	2022	21 Adopted - 20 Adj	
Code	Item	Actual	Actual	Adopted	Adjusted	Projected	Adopted	Adopted	\$ Chg	% Chg
Revenue Summary:										
32X	Licenses and Permit	\$ 244,556	\$ 272,699	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ -	0.0%
33X	Intergovernmental	7,119,632	5,436,304	5,761,570	5,755,384	5,755,384	7,315,570	5,920,570	1,560,186	27.1%
34X	Charges for Services	9,513,542	10,126,754	7,578,279	9,847,890	9,847,890	14,322,662	9,882,236	4,474,771	45.4%
35X	Fines and Penalties	467,815	521,700	682,224	682,224	682,224	684,620	696,741	2,396	0.4%
36X	Miscellaneous	289,970	444,661	278,531	302,431	302,431	671,731	528,531	369,300	122.1%
39X	Other Financing Sources	6,206,236	4,986,347	4,721,849	6,454,081	6,454,081	8,411,893	6,423,849	1,957,812	30.3%
Total Revenues:		\$ 23,841,751	\$ 21,788,465	\$ 19,222,454	\$ 23,242,011	\$ 23,242,011	\$ 31,606,476	\$ 23,651,928	\$ 8,364,465	36.0%
Street Fund Operating Expenditure Summary:										
210	Administration	460,268	381,959	370,660	370,660	370,660	284,931	284,931	(85,729)	-23.1%
220	Development Svcs	274,804	224,194	250,429	250,429	250,429	369,561	374,048	119,132	47.6%
230/260	Traffic Services	1,539,954	1,674,082	1,337,707	1,370,676	1,370,676	1,450,793	1,400,364	80,118	5.8%
240	Street Services	1,755,392	2,140,519	2,152,551	2,517,599	2,517,599	2,613,418	2,508,646	95,819	3.8%
Subtotal STOperating Exp.:		\$ 4,030,418	\$ 4,420,754	\$ 4,111,347	\$ 4,509,364	\$ 4,509,364	\$ 4,718,703	\$ 4,567,989	\$ 209,339	4.6%
Non-Street Fund Operating Expenditure Summary:										
102	Arterial Street Overlay	1,870,129	1,646,342	1,515,064	2,692,120	2,692,120	3,047,184	3,051,111	355,063	13.2%
106	Solid Waste & Recycling	486,418	515,766	494,800	596,800	596,800	545,844	545,844	(50,956)	-8.5%
112	Traffic Safety Fund	466,515	445,219	680,224	680,224	680,224	682,620	694,741	2,396	0.4%
306	Transportation CIP	11,801,190	11,163,217	4,666,000	7,360,149	7,360,149	11,176,972	7,773,566	3,816,823	51.9%
304	Surface Wtr Mgmt CIP	922,610	1,015,766	1,400,000	1,405,000	1,405,000	2,317,000	1,767,000	912,000	64.9%
401	Surface Wtr Mgmt	3,975,750	3,909,935	4,224,061	4,850,245	4,850,245	5,502,041	6,116,029	651,796	13.4%
504	Fleet & Equipment	1,483,183	2,119,629	1,725,993	2,699,441	2,699,441	3,129,104	1,919,901	429,663	15.9%
Subtotal Non-STOper. Exp.:		\$ 21,005,796	\$ 20,815,875	\$ 14,706,143	\$ 20,283,980	\$ 20,283,980	\$ 26,400,764	\$ 21,868,192	\$ 6,116,784	30.2%
Total Expenditures:		\$ 25,036,214	\$ 25,236,629	\$ 18,817,490	\$ 24,793,344	\$ 24,793,344	\$ 31,119,467	\$ 26,436,182	\$ 6,326,122	25.5%

PUBLIC WORKS DEPARTMENT

RESPONSIBLE MANAGER: EJ WALSH, P.E., PUBLIC WORKS DIRECTOR

HIGHLIGHTS/CHANGES:

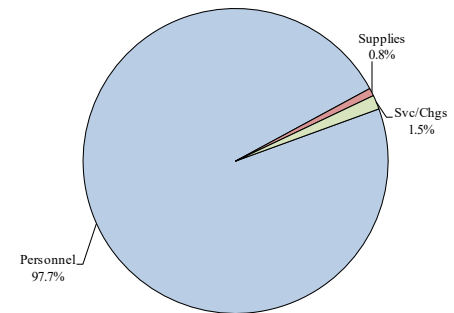
The Public Works adopted operating budget totals \$31,119,467 in 2021 and \$26,436,182 in 2022. This is a 25.5% or \$6,326,122 increase to the 2021 adopted budget from the 2020 adjusted budget. The below table includes the Street Fund, Arterial Street Fund, Solid Waste & Recycling Fund, Traffic Safety Fund, Surface Water Management CIP and Operations Fund, Fleet and Equipment Fund, and Transportation CIP Fund.

Major line item changes include:

- **Salaries & Wages** – Net increase of \$1,417,453 due to the addition of 4.0 FTE in Surface Water Management, addition of Sound Transit funded staff salaries, and adding the full year cost of positions within the department that were added in 2020.
- **Benefits** – Net increase of \$130,234 due to the addition of benefits for new positions.
- **Services and Charges** – Net increase of \$1,499,795 due to increased services for repairs on the Steel Lake Maintenance Facility, 306 Transportation capital expenditures categorized under services and charges instead of capital outlay, and a study for removing S 376th Street from the City Comprehensive Plan.
- **Capital Outlays** – Net increase of \$1,710,289 due to the addition of capital projects adopted in 2021 for transportation and overlay projects.
- **Other Financing Uses** – Net increase of \$1,769,581 due to one-time transfer for Arterial Street Overlay, Transportation CIP, and Surface Water Management CIP projects.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2018	2019	2020			2021	2022	21 Adopted - 20 Adj	
		Actual	Actual	Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
32X	Licenses and Permit	\$ 244,556	\$ 272,699	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ -	0.0%
33X	Intergovernmental	7,119,632	5,436,304	5,761,570	5,755,384	5,755,384	7,315,570	5,920,570	1,560,186	27.1%
34X	Charges for Services	9,513,542	10,126,754	7,578,279	9,847,890	9,847,890	14,322,662	9,882,236	4,474,771	45.4%
35X	Fines and Penalties	467,815	521,700	682,224	682,224	682,224	684,620	696,741	2,396	0.4%
36X	Miscellaneous	289,970	444,661	278,531	302,431	302,431	671,731	528,531	369,300	122.1%
39X	Other Financing Sources	6,206,236	4,986,347	4,721,849	6,454,081	6,454,081	8,411,893	6,423,849	1,957,812	30.3%
Total Revenues:		\$ 23,841,751	\$ 21,788,465	\$ 19,222,454	\$ 23,242,011	\$ 23,242,011	\$ 31,606,476	\$ 23,651,928	\$ 8,364,465	36.0%
Expenditure Summary:										
1XX	Salaries and Wages	4,056,976	4,480,651	4,580,459	5,262,993	5,262,993	6,680,446	6,574,878	1,417,453	26.9%
2XX	Benefits	1,539,690	1,683,753	1,641,289	1,641,289	1,641,289	1,771,524	1,810,553	130,234	7.9%
3XX	Supplies	688,666	965,105	720,865	876,520	876,520	830,158	800,758	(46,362)	-5.3%
4XX	Services and Charges	5,204,953	4,836,377	3,565,375	3,927,989	3,927,989	5,427,784	3,068,584	1,499,795	38.2%
5XX	Intergovernmental	1,130,388	1,131,925	988,334	979,226	979,226	1,031,592	1,021,592	52,366	5.3%
6XX	Capital Outlay	10,489,468	10,789,752	6,180,712	10,439,504	10,439,504	12,149,793	10,312,715	1,710,289	16.4%
8XX	Debt Service-Interest	1,922	961	1,922	1,922	1,922	1,922	1,922	-	0.0%
9XX	Internal Services/Other	880,752	876,677	1,042,414	1,042,414	1,042,414	835,180	835,180	(207,234)	-19.9%
0XX	Other Financing Uses	947,277	375,307	-	621,487	621,487	2,391,068	2,010,000	1,769,581	284.7%
Total Expenditures:		\$ 25,036,214	\$ 25,236,629	\$ 18,817,490	\$ 24,793,344	\$ 24,793,344	\$ 31,119,467	\$ 26,436,182	\$ 6,326,122	25.5%

PUBLIC WORKS ADMINISTRATION**Responsible Manager: EJ Walsh, P.E., Public Works Director****2021 Adopted Expenditures by Category****PURPOSE/DESCRIPTION:**

The Administration Division of the Public Works Department provides the management of department-wide functions, inter-departmental coordination, participation in regional issues, maintenance of City Right of Ways, monitoring and overall departmental financial control. The administration of the Public Works Department is provided by the director, deputy director, and administrative assistants who provide support to the public and all department staff in the areas of purchasing, records management, budget preparation, scheduling and more.

The Director provides administrative and financial management of the Public Works Department and its divisions. The Director's responsibilities include: general policy decisions, participating in regional affairs, monitoring legislation and regulation changes, providing leadership in emergencies, and preparing and tracking the Department's budget. A key goal of the Administrative Division is providing excellent customer service to citizens, businesses, Council, public agencies and other City Departments, and Public Works staff.

The Administrative Division of Public Works provides maintenance of the local street system, including sidewalk inventory, structures maintenance, road surfaces maintenance, road shoulders maintenance, vegetation and street trees maintenance, litter control, emergencies, snow and ice removal, and miscellaneous services; manage private contractors for street sweeping, right of way landscape maintenance and WSDOT maintenance and emergency contract services.

The Division provides administrative, coordination and record keeping for the daily operation and maintenance of the transportation and pedestrian network. The Division also develops long range and comprehensive planning goals; prioritizes, and implements maintenance programs and capital improvement programs. The Division also monitors private sector maintenance contracts and the WSDOT streets maintenance contract

GOALS/OBJECTIVES:

The Administrative Division provides overall budget control and management of the Public Works Divisions while implementing the Council's vision for the City.

The Administrative Division is also responsible for the maintenance of the City's Right of Way and street systems. Our goal is to maintain the City's Street network pavement surface area in a good operating condition and promptly repair and maintain all right of ways within the limits of provided resources.

PERFORMANCE MEASURES:

Type/Description	2019	2020	2021	2022
Workload Measures:				
• Number of responses for information from constituents	2169	2540	2580	2784
• Number of street center lane mile within city limits	244	256	258	262
• Number of curb miles of sidewalk within city limits	272	288	292	296
• Number of acres of right-of-way landscaping maintained within city limits	31.8	33	33	33
• Number of curb miles mowed within city limits	61	61	61	61
Outcome Measures:				
• Percent of community requests responded to in same day	95%	95%	95%	95%
• Percent of time a "live" person is available to handle constituent calls	99%	99%	99%	99%

POSITION INVENTORY:

Positions	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	Grade
			Adopted	Adjusted	Projected			
Director-PW	0.80	0.73	0.73	0.73	0.73	0.73	0.73	58h
Deputy Director-PW	1.45	0.38	0.38	0.38	0.38	0.38	0.38	58
Administrative Assistant II	0.50	0.50	0.50	0.50	0.50	0.50	0.50	25
Total Street Fund:	2.75	1.61	1.61	1.61	1.61	1.61	1.61	n/a
Grand Total Staffing	2.75	1.61	1.61	1.61	1.61	1.61	1.61	n/a

PUBLIC WORKS ADMINISTRATION

Responsible Manager: Edward Walsh, P.E., Public Works Director

The adopted operating budget totals \$284,931 in 2021 and \$284,931 in 2022. This is a 23.1% or \$85,729 decrease to the 2021 adopted budget from the 2020 adjusted budget.

Major line item changes include:

- **Salaries & Wages** – Increase of \$6,347 due to step increases in positions.
- **Benefits** – Decrease of \$3,448 due to lower cost of healthcare benefits of positions in the administration division.
- **Internal Services/Other** - Decrease of \$88,628 due to cost of living increases being accounted for in the General Fund.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Expenditure Summary:										
1XX	Salaries & Wages	335,542	273,330	195,321	195,321	195,321	201,668	201,668	6,347	3.2%
2XX	Benefits	121,507	100,074	80,082	80,082	80,082	76,634	76,634	(3,448)	-4.3%
3XX	Supplies	2,533	5,139	2,350	2,350	2,350	2,350	2,350	-	0.0%
4XX	Services and Charges	686	3,416	4,279	4,279	4,279	4,279	4,279	-	0.0%
9XX	Internal Services/Other	-	-	88,628	88,628	88,628	-	-	(88,628)	-100.0%
Total Expenditures:		\$ 460,268	\$ 381,959	\$ 370,660	\$ 370,660	\$ 370,660	\$ 284,931	\$ 284,931	\$ (85,729)	-23.1%

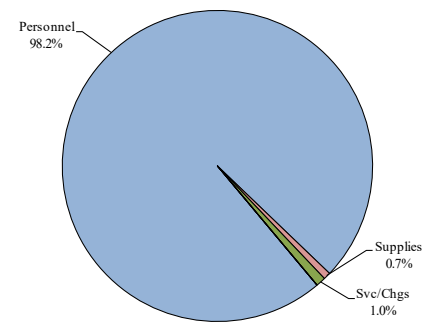


Public Works Department

PUBLIC WORKS DEVELOPMENT SERVICES**Responsible Manager: Cole Elliott, P.E., Manager****PURPOSE/DESCRIPTION:**

The Development Services Division of the Public Works Department manages the permit processing and conducts construction inspections for all adopted developments submitted to the City for approval. Such developments include: subdivisions, boundary line adjustments and lot line eliminations, single family, multi-family and commercial permits, right of way permits, land use modifications, site plan reviews, etc. The Division also screens applications for completeness; assures and enforces conformance with approved plans, permits, codes, and City standards; issues code variances; maintains logs and status reports for all projects related to public works; provides technical assistance during construction; coordinates with Community Development and Building departments to facilitate the permit process; assists in maintenance of subdivision drawings and records; meets with customers and citizens on-site to identify development-related issues; and issues decisions regarding requests for modifications to surface water management and right-of-way requirements.

2021 Adopted Expenditures by Category

**GOALS/OBJECTIVES:**

The Development Services Division of the Public Works Department is committed to upholding the City of Federal Way's codes and development standards in a fair and consistent manner. Our goal is to accomplish this task by working closely with developers, contractors and property owners to provide them with a thorough and timely review of their projects and to provide guidance when needed to help bring projects to fruition.

PERFORMANCE MEASURES:

Type/Description	2019	2020	2021	2022
Workload Measures:				
• Number of development review committee meetings attended	78	75	76	78
• Number of Engineering Approval reviews	6	7	8	9
• Number of Commercial Building Permit reviews	72	74	76	78
• Number of Plat Applications (Full & Short)	20	12	12	13
• Number of Single Family Applications	314	323	333	343
• Number of Final Plats	1	6	6	7
• Franchise ROW Permits	452	483	497	512
• Non-Franchise ROW Permits	51	55	57	58
Outcome Measures:				
• Average review time - projects under construction	5 days	10 days	10 days	10 days
• Average review time - pre-application	10 days	10 days	10 days	10 days
• Average review time - building permits	30 days	30 days	30 days	30 days
• Average review time – SEPA	30 days	30 days	30 days	30 days
• Average review time - site plan review	30 days	30 days	30 days	30 days
• Average review time – Use Process Review 1	25 days	25 days	25 days	25 days
• Average review time - outside agency review	20 days	20 days	20 days	20 days
• Response time on requests for modifications	20 days	20 days	20 days	20 days
• Response time on requests for inspections	2 days	2 days	2 days	2 days
• Average review time – Franchise ROW permit	2 days	2 days	2 days	2 days
• Average review time – Non-Franchise ROW permit	5 days	5 days	5 days	5 days
Efficiency Measures:				
• Cost recovery ratio for the Division	48%	42%	48%	50%

POSITION INVENTORY:

Positions	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	Grade
			Adopted	Adjusted	Projected			
Development Services Manager	0.50	0.50	0.50	0.50	0.50	0.50	0.50	54
Senior Engineer Plans Reviewer	0.50	0.50	0.50	1.15	1.15	1.15	1.15	43
Engineering Plans Reviewer	1.00	0.65	0.65	1.00	1.00	1.00	1.00	38
Administrative Assistant II	0.10	0.10	0.10	0.10	0.10	0.10	0.10	25
Administrative Assistant I	0.10	0.10	0.10	0.10	0.10	0.10	0.10	18
Total Regular Staffing	2.20	1.85	1.85	2.85	2.85	2.85	2.85	n/a
Change from prior year	-	(0.35)	-	1.00	-	-	-	n/a
Grand Total Staffing	2.20	1.85	1.85	2.85	2.85	2.85	2.85	n/a

PUBLIC WORKS DEVELOPMENT SERVICES

Responsible Manager: *Cole Elliott, P.E., Manager*

HIGHLIGHTS/CHANGES:

The adopted operating budget totals \$369,561 in 2021 and \$374,048 in 2022. This is a 47.6% or \$119,132 increase to the 2021 adopted budget from the 2020 adjusted budget.

Major line item changes include:

- **Salaries & Wages** – Net Increase of \$90,088 due to the Development Services Manager salary range increase, and adding the full year cost of an Engineering Plans Reviewer added in 2020.
- **Benefits** – Net Increase of \$29,043 due to adding the full year cost of benefits for salary range increases, and new positions.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
32X	Licenses and Permits	\$ 244,556	\$ 272,699	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ -	0.0%
34X	Charges for Services	295,398	827,237	386,572	736,572	736,572	736,572	736,572	-	0.0%
Total Revenues:		\$ 539,954	\$ 1,099,936	\$ 586,572	\$ 936,572	\$ 936,572	\$ 936,572	\$ 936,572	\$ -	0.0%
Expenditure Summary:										
1XX	Salaries & Wages	188,711	162,895	173,006	173,006	173,006	263,095	266,347	90,088	52.1%
2XX	Benefits	61,161	50,833	70,933	70,933	70,933	99,976	101,212	29,043	40.9%
3XX	Supplies	1,488	4,331	2,770	2,770	2,770	2,770	2,770	-	0.0%
4XX	Services and Charges	23,444	6,136	3,720	3,720	3,720	3,720	3,720	-	0.0%
Total Expenditures:		\$ 274,804	\$ 224,194	\$ 250,429	\$ 250,429	\$ 250,429	\$ 369,561	\$ 374,048	\$ 119,132	47.6%

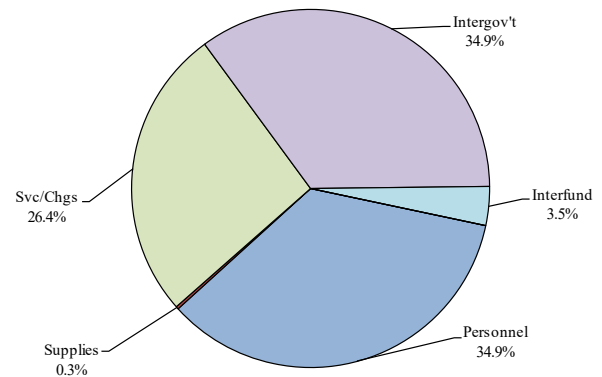


Inspection of Private Development

PUBLIC WORKS TRAFFIC**Responsible Manager:** *Richard Perez, P.E., Traffic Engineer***PURPOSE/DESCRIPTION:**

The Traffic Services Division provides the City of Federal Way's transportation planning, traffic engineering, and traffic control devices maintenance functions. This includes traffic signals, traffic signal coordination, signs and pavement markings, Neighborhood Traffic Safety Program, traffic mitigation analyses for development, Transportation Demand Management (TDM) and Commute Trip Reduction (CTR) programs, traffic design elements of street improvements, development/coordination of the Transportation Improvement Plan (TIP) and its grant applications, and transportation planning.

The 2021/2022 operating budget includes contracts for signs, pavement markings and traffic signal maintenance and operation services, provided by contract with King County and supplemented by a private on-call services contract. Arterial street lighting systems maintenance and operation services are provided by contract with Puget Sound Energy and King County.

2021 Adopted Expenditures by Category**GOALS/OBJECTIVES:**

The Traffic Division will continue to maintain and operate traffic control devices, review development for transportation impacts and identify appropriate mitigation measures, respond to citizen requests, support the Transportation Capital Improvement Program, and perform all transportation planning functions for the City.

PERFORMANCE MEASURES:

Type/Description	2019	2020	2021	2022
Workload Measures:				
• Number of traffic signals	82	82	88	88
• Number of citizen action requests processed	526	485	500	500
• Number of development review applications	168	345	200	250
• Number of employees at commute trip reduction sites	4300	4800	4000	4000
Outcome Measures:				
• No. of timing plans developed for traffic signal coordination	100	262	100	100
• No. of traffic control changes implemented	59	102	60	60
• No. of neighborhood projects balloted	4	0	6	4
• Percent of development applications reviewed on time	100%	100%	100%	100%
• No. of City employees changing travel mode to non-single occupancy vehicle (SOV)	48	50	50	50
• No. of Neighborhood Traffic Safety Projects presented to Council	4	0	6	4
Efficiency Measures:				
• Percent reduction in delays at signalized intersections	5%	5%	10%	5%
• Percent change from SOV travel modes	1%	1.5%	1%	1.5%

POSITION INVENTORY:

Positions	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	Grade
			Adopted	Adjusted	Projected			
City Traffic Engineer - Traffic Safety Fund	1.00	1.00	1.00	1.00	1.00	1.00	1.00	54
Senior Traffic Engineer - Traffic Safety Fund	1.00	1.00	1.00	1.00	1.00	1.00	1.00	49
Senior Transportation Planning Engineer - Traffic Safety Fund	1.00	1.00	1.00	1.00	1.00	1.00	1.00	49
Traffic Engineer - Traffic Safety Fund	1.00	1.00	1.00	1.00	1.00	1.00	1.00	44
Construction Inspector	1.00	1.00	1.00	1.00	1.00	1.00	1.00	37
Administrative Assistant II	0.10	0.10	0.10	0.10	0.10	0.10	0.10	25
Administrative Assistant I	0.25	0.18	0.18	0.18	0.18	0.18	0.18	18
Total Street Fund:	5.35	5.28	5.28	5.28	5.28	5.28	5.28	n/a
Change from prior year	-	(0.07)	-	-	-	-	-	n/a
Grand Total Staffing	5.35	5.28	5.28	5.28	5.28	5.28	5.28	n/a

PUBLIC WORKS TRAFFIC

Responsible Manager: *Richard Perez, P.E., Traffic Engineer*

HIGHLIGHTS/CHANGES:

The adopted operating budget totals \$2,133,413 in 2021 and \$2,095,105 in 2022. This is a 4.0% or \$82,514 increase to the 2021 adopted budget from the 2020 adjusted budget. This table includes Traffic and Commute Trip Reduction sections of the Street Fund, and the Traffic Safety Fund.

Major line item changes include:

- **Salaries & Wages** – Net Decrease of \$1,497 primarily due to changes of employees in positions.
- **Benefits** – Net Increase of \$3,892 primarily due to changes of employees and health insurance plans.
- **Services and Charges** – Increase of \$47,714 due to services added for study of removing S 376th Street from the City Comprehensive Plan.
- **Intergovernmental** – Increase of \$51,594 due to traffic signal and control maintenance cost increases, and adding parking signage along S 341st Place.

REVENUE AND EXPENDITURE SUMMARY:

TRAFFIC – STREET FUND

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
33X	Intergovernmental	\$ 16,823	\$ 29,648	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
34X	Charges for Services	72,760	26,033	114,181	(0)	(0)	-	-	0	-100.0%
36X	Miscellaneous	23,730	50,445	186,016	209,916	209,916	329,216	186,016	119,300	56.8%
39X	Other Financing Sources	-	40,000	400,000	400,000	400,000	400,000	400,000	-	0.0%
Total Revenues:		\$ 113,313	\$ 146,127	\$ 700,197	\$ 609,916	\$ 609,916	\$ 729,216	\$ 586,016	\$ 119,300	19.6%
Expenditure Summary:										
1XX	Salaries & Wages	177,554	185,648	111,130	111,130	111,130	103,429	106,741	(7,701)	-6.9%
2XX	Benefits	64,356	61,447	45,563	45,563	45,563	34,074	35,333	(11,489)	-25.2%
3XX	Supplies	4,244	3,724	5,400	5,400	5,400	5,400	5,400	-	0.0%
4XX	Services and Charges	575,492	592,227	481,287	515,584	515,584	563,298	518,298	47,714	9.3%
5XX	Intergovernmental	718,308	831,035	694,326	692,998	692,998	744,592	734,592	51,594	7.4%
9XX	Internal Services/Other	-	-	-	-	-	-	-	-	n/a
Total Expenditures:		\$ 1,539,954	\$ 1,674,082	\$ 1,337,707	\$ 1,370,676	\$ 1,370,676	\$ 1,450,793	\$ 1,400,364	\$ 80,118	5.8%

TRAFFIC – TRAFFIC SAFETY FUND

Code	Item	2018	2019	2020			2021	2022	21 Adopted - 20 Adj	
		Actual	Actual	Adopted	Adjusted	Projected	Adopted	Adopted	\$ Chg	% Chg
Revenue Summary:										
35X	Fines and Penalties	\$ 466,515	\$ 445,219	\$ 680,224	\$ 680,224	\$ 680,224	\$ 682,620	\$ 694,741	\$ 2,396	0.4%
Total Revenues:		\$ 466,515	\$ 445,219	\$ 680,224	\$ 680,224	\$ 680,224	\$ 682,620	\$ 694,741	\$ 2,396	0.4%
Expenditure Summary:										
1XX	Salaries & Wages	324,885	317,153	434,100	434,100	434,100	440,304	449,088	6,204	1.4%
2XX	Benefits	141,630	128,066	151,935	151,935	151,935	167,316	170,653	15,381	10.1%
9XX	Internal Services/Other	-	-	94,189	94,189	94,189	75,000	75,000	(19,189)	-20.4%
Total Expenditures:		\$ 466,515	\$ 445,219	\$ 680,224	\$ 680,224	\$ 680,224	\$ 682,620	\$ 694,741	\$ 2,396	0.4%

PUBLIC WORKS CAPITAL ENGINEERING

Responsible Manager: *Sarah Hamel, P.E., Manager*

PURPOSE/DESCRIPTION:

The Capital Engineering Division of Public Works provides engineering services specific to the execution of the capital program. Activities include planning, design and inspection of construction of projects.

The Division provides administrative and managerial functions in overseeing the development of infrastructure projects, construction management and the capital projects. The Division also is responsible to develop and revise comprehensive capital improvement projects; Develop and implement short- and long-range programs; Coordinate work projects with other City departments, contractors, government agencies, organizations and the public as required; inspect work in progress; Assure projects are completed in compliance with codes, specifications, and standards. The Division also applies to various sources for related grants and administers these funds.

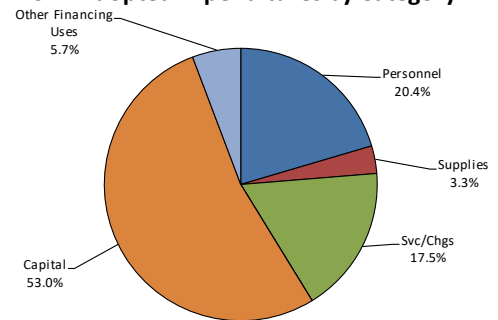
GOALS/OBJECTIVES:

The Capital Engineering Division implements the Council's mission and direction on the Capital Improvement Program. Our goal is to identify and apply for all state and federal grant funding available and applicable for the City's Capital Improvement Program and to manage the successful completion of these projects within the available budget and on schedule.

PERFORMANCE MEASURES:

Type/Description	2019	2020	2021	2022
Workload Measures:				
• Annual CIP Fund administered	\$21.7M	\$6.0M	\$13.7M	\$10.2M
• Grant dollars administered	\$15.1M	\$3.1M	\$4.6M	\$3.4M
• Number of lane miles repaired/rehabilitated	7.0	7.0	7.0	7.0
Outcome Measures:				
• Percent of CIP project completed on time and within budget	100%	100%	100%	100%

2021 Adopted Expenditures by Category



2019 Overlay Project

PUBLIC WORKS CAPITAL ENGINEERING

Responsible Manager: *Sarah Hamel, P.E., Manager*

POSITION INVENTORY:

Positions	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	Grade
			Adopted	Adjusted	Projected			
Street Fund:								
Street Systems Manager - .05 FTE Overlay	-	1.00	1.00	-	-	-	-	54
Capital Engineering Manager - .05 FTE Overlay & .10 FTE Transp CIP	-	-	-	1.00	1.00	1.00	1.00	54
Sound Transit Liaison - 1.00 FTE Transp CIP (Funded by Sound Transit)	-	1.00	1.00	1.00	1.00	1.00	1.00	54
Street Systems Project Engineer	3.00	3.00	3.00	-	-	-	-	49
Senior Capital Engineer - 0.75 FTE Transp CIP	-	-	-	3.00	3.00	3.00	3.00	49
Capital Engineer - 0.50 FTE Overlay	-	-	-	1.00	1.00	1.00	1.00	44
Street Systems Engineer - 0.50 FTE Overlay	1.00	1.00	1.00	-	-	-	-	44
Street Systems Maint Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	38
Construction Inspector - 0.50 FTE Overlay & 1.00 FTE Transp CIP	1.00	2.00	2.00	3.00	3.00	3.00	3.00	37
Engineering Technician - 0.25 FTE Overlay	1.00	2.00	2.00	2.00	2.00	2.00	2.00	32
Fleet Maintenance Coordinator - 504 Fleet & Equipment	0.50	1.00	1.00	1.00	1.00	1.00	1.00	26
Maintenance Worker II	1.00	2.00	1.00	2.00	2.00	2.00	2.00	26m
Administrative Assistant II - 0.50 FTE Transp. CIP	0.10	1.00	0.10	1.00	1.00	1.00	1.00	25
Maintenance Worker I	3.00	5.00	4.00	7.00	7.00	7.00	7.00	22m
Administrative Assistant I	0.50	-	0.50	-	-	-	-	18
Total Street Fund:	12.10	20.00	17.60	23.00	23.00	23.00	23.00	n/a
Total Regular Staffing	12.10	20.00	17.60	23.00	23.00	23.00	23.00	n/a
Change from prior year	-	7.90	(2.40)	3.00	-	-	-	n/a
Grand Total Staffing	12.10	20.00	17.60	23.00	23.00	23.00	23.00	n/a

DEPARTMENT SUMMARY:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Non-General Fund Operating Expenditure Summary:										
240	Streets	1,755,392	2,140,519	2,152,551	2,517,599	2,517,599	2,613,418	2,508,646	95,819	3.8%
102	Overlay Program*	1,870,129	1,646,342	1,515,064	2,692,120	2,692,120	3,047,184	3,051,111	355,063	13.2%
306	Transportation CIP**	11,801,190	11,163,217	4,666,000	7,360,149	7,360,149	11,176,972	7,773,566	3,816,823	51.9%
504	Fleet - City Hall/Police***	1,483,183	2,119,629	1,725,993	2,699,441	2,699,441	3,129,104	1,919,901	429,663	15.9%
Total Expenditures:		\$16,909,894	\$17,069,707	\$10,059,609	\$ 15,269,310	\$ 15,269,310	\$19,966,677	\$ 15,253,224	\$ 4,697,367	30.8%

*The overlay on roads in the city is funded each year by \$1,013,000 in REET, \$1,500,000 in solid waste utility tax, and \$450,000 in motor vehicle fuel tax.

**The joint operations facility adopted budget of \$250,000 per year is included in the 306 Transportation CIP Fund.

***Fleet replacement is funded by replacement reserves collected on vehicles over the useful life of the vehicle in the 504 fleet fund.



Dash Point Road Sidewalk Project

PUBLIC WORKS CAPITAL ENGINEERING

Responsible Manager: Sarah Hamel, P.E., Manager

HIGHLIGHTS/CHANGES:

The adopted operating budget totals \$19,966,677 in 2021 and \$15,253,224 in 2022. This is a 30.8% or \$4,697,367 increase to the 2021 adopted budget from the 2020 adjusted budget. The below table includes the Street Fund, the Arterial Street Fund, the Fleet and Equipment Fund, and the Transportation CIP fund.

Major line item changes include:

- **Salaries & Wages** – Increase of \$1,043,321 primarily due to the addition of Sound Transit funded staff salaries, and adding the full year cost of two landscape maintenance workers added in 2020.
- **Benefits** – Increase of \$92,792 primarily due to the addition of Sound Transit funded staff benefits, and adding the full year cost of two landscape maintenance workers benefits.
- **Supplies** – Decrease of \$90,762 due to eliminating a 1-time bulk purchase of salt and snow melt supplies.
- **Services and Charges** – Increase of \$1,011,200 due to increased services for repairs on the Steel Lake Maintenance Facility of \$143,200, and 306 Transportation capital expenditures categorized under services and charges instead of capital outlay.
- **Capital Outlays** – Increase of \$1,543,289 due to the addition of capital projects adopted in 2021 for transportation and overlay projects.
- **Other Financing Uses** – Increase of \$1,103,000 primarily due to one-time transfer out from Arterial Street Overlay to the Transportation CIP fund of \$948,000, and \$200,000 one-time transfer out from 306 Transportation CIP Fund to the 101 Street Operations Fund.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
33X	Intergovernmental	\$ 6,723,303	\$ 5,259,606	\$ 4,483,000	\$ 4,483,000	\$ 4,483,000	\$ 7,200,000	\$ 5,305,000	\$ 2,717,000	60.6%
34X	Charges for Services	4,654,862	4,482,333	2,720,329	4,384,047	4,384,047	7,210,329	3,780,329	2,826,282	64.5%
36X	Miscellaneous	172,624	251,233	88,315	88,315	88,315	338,315	338,315	250,000	283.1%
39X	Other Financing Sources	6,206,236	4,946,347	4,321,849	5,710,594	5,710,594	7,564,325	4,463,849	1,853,731	32.5%
Total Revenues:		\$ 17,757,025	\$ 14,939,520	\$ 11,613,493	\$ 14,665,956	\$ 14,665,956	\$ 22,312,969	\$ 13,887,493	\$ 7,647,013	52.1%
Expenditure Summary:										
1XX	Salaries and Wages	1,222,693	1,781,609	1,692,296	2,356,830	2,356,830	3,400,151	3,224,227	1,043,321	44.3%
2XX	Benefits	453,707	652,074	588,386	588,386	588,386	681,177	697,926	92,792	15.8%
3XX	Supplies	540,626	765,254	607,925	742,230	742,230	651,468	651,468	(90,762)	-12.2%
4XX	Services and Charges	3,946,685	3,444,011	2,368,232	2,491,538	2,491,538	3,502,738	1,333,538	1,011,200	40.6%
5XX	Intergovernmental	83,039	62,697	16,586	350	350	350	350	-	0.0%
6XX	Capital Outlays	9,715,867	10,214,063	4,780,712	9,039,504	9,039,504	10,582,793	9,145,715	1,543,289	17.1%
9XX	Internal Services/Other	-	-	5,472	5,472	5,472	-	-	(5,472)	-100.0%
0XX	Other Financing Uses	947,277	150,000	-	45,000	45,000	1,148,000	200,000	1,103,000	2451.1%
Total Expenditures:		\$ 16,909,894	\$ 17,069,707	\$ 10,059,609	\$ 15,269,310	\$ 15,269,310	\$ 19,966,677	\$ 15,253,224	\$ 4,697,367	30.8%



Downtown Staircase Construction

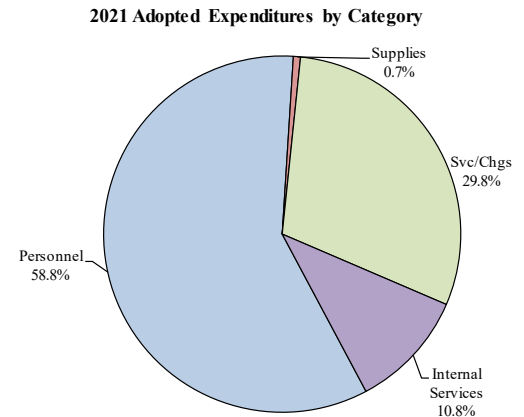
PUBLIC WORKS SOLID WASTE & RECYCLING

Responsible Manager: *Rob Van Orsow, Solid Waste & Recycling Coordinator*

PURPOSE/DESCRIPTION:

Solid Waste and Recycling Division's responsibilities include:

- Procurement and administration of the solid waste and recycling collection service contract serving as ratepayers' advocate.
- Grant programs to enhance solid waste & recycling services in Federal Way. This includes preparing grant applications, project implementation, tracking results, preparing reports and completing reimbursement requests.
- Litter control and ongoing right-of-way maintenance funding.
- Participating in regional Solid Waste, Recycling, and Hazardous Waste system planning and implementation.
- A variety of other functions, such as optimizing solid waste and recycling services for City operations, providing input on major development plans to allow efficient collection and service access for customers, and code violation coordination with Code Compliance and Surface Water Management staff.



GOALS/OBJECTIVES:

The Solid Waste and Recycling Division's main objective is management of the City's solid waste utility, including procurement and administration of contracted solid waste and recycling collection services for area businesses and residents. The Division recently completed a multi-year procurement process which resulted in selection of Waste Management as the contract hauler through mid-2030. Implementation of this contract's new services will be ongoing through this biennium. The Division's utility management includes the annual rate modification process, operational review and corrective input, contract and grant-related services planning and implementation, and resolution of customer service issues. The Division ensures the contracted hauler provides the highest level of service achievable through enforcing parameters set by the new agreement.

The Division implements and promotes waste reduction, recycling, composting and moderate risk waste programming for residents and businesses through direct assistance, production and distribution of outreach materials, and events focused on education or material collection. For example, the Division organizes the spring and fall Special Recycling Events where residents recycle a wide range of materials not normally collected curbside. The Division assists area businesses and residents with managing wastes in a cost-effective and environmentally-sound manner.

The Division also participates in ongoing regional planning efforts related to solid waste, hazardous waste, and recycling. This includes implementation of the recently adopted 2019 King County Comprehensive Solid Waste Management Plan (COSWMP), as well as the 2021 update to the Hazardous Waste Management Plan (HWMP). The Division staffs the Hazardous Waste Management Program's workgroup to coordinate regional collection services.

The Division participates in the Design Advisory Group focused on the Algonia Transfer Station replacement project (South King Recycling and Transfer Station). The new facility will feature a permanent drop-off site for residents and businesses to safely dispose of hazardous wastes, as well as comprehensive recycling and yard debris services. Construction is scheduled through this biennium, with full operations slated for 2023. Additionally, the Division participates in the Metropolitan Solid Waste Advisory Committee (MSWAC), which provides a forum for officials to coordinate with King County on regional solid waste system elements (recycling, disposal options, green building/construction plus demolition debris management, rate setting, and transfer system services).

PERFORMANCE MEASURES:

Type/Description	2019	2020	2021	2022
Workload Measures:				
• Number of large special recycling collection events held	2	0	2	2
• Number of outreach materials (brochures, newsletters, etc.) produced	8	6	8	6
• Number of grants managed	3	3	3	3
Outcome Measures:				
• Quantity of outreach materials printed and distributed	100,000	80,000	100,000	80,000
• Grant revenue obtained	\$126,600	\$126,600	\$126,600	\$126,600
• Tons of material diverted per special recycling event	80	30	80	80

PUBLIC WORKS **SOLID WASTE & RECYCLING**Responsible Manager: *Rob Van Orsow, Solid Waste & Recycling Coordinator*

POSITION INVENTORY:

Positions	2018	2019	2020			2021	2022	Grade
	Actual	Actual	Adopted	Adjusted	Projected	Adopted	Adopted	
Solid Waste & Recycling:								
Director-PW	0.05	0.12	0.12	0.12	0.12	0.12	0.12	58h
Deputy Director-PW	0.05	0.12	0.12	0.12	0.12	0.12	0.12	58
Solid Waste/Recycling Manager	-	-	-	-	-	1.00	1.00	na
Solid Waste/Recycling Coordinator	1.00	1.00	1.00	1.00	1.00	-	-	39
Recycling Project Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	35
Administrative Assistant II	0.10	0.10	0.10	0.10	0.10	0.10	0.10	25
Administrative Assistant I	-	0.07	0.07	0.07	0.07	0.07	0.07	18
Total Regular Staffing	2.20	2.41	2.41	2.41	2.41	2.41	2.41	n/a
Change from prior year	-	0.21	-	-	-	-	-	n/a
Grand Total Staffing	2.20	2.41	2.41	2.41	2.41	2.41	2.41	n/a

HIGHLIGHTS/CHANGES:

The adopted operating budget totals \$545,844 in 2021 and \$545,844 in 2022. This is a 8.5% or \$50,956 decrease to the 2021 adopted budget from the 2020 adjusted budget.

Major line item changes include:

- **Salaries & Wages** – Increase of \$7,349 due to reclassifying SWR coordinator to SWR Manager.
- **Benefits** – Decrease of \$19,504 due to lower cost of healthcare benefits of positions in the SWR division.
- **Services and Charges** – Increase of \$15,000 due to the addition of litter pickup services.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2018	2019	2020			2021	2022	21 Adopted - 20 Adj	
		Actual	Actual	Adopted	Adjusted	Projected	Adopted	Adopted	\$ Chg	% Chg
Revenue Summary:										
33X	Intergovernmental	\$ 123,675	\$ 115,332	\$ 138,900	\$ 127,714	\$ 127,714	\$ 115,570	\$ 115,570	\$ (12,144)	-9.5%
34X	Charges for Services	318,180	421,101	310,000	437,560	437,560	437,560	437,560	-	0.0%
35X	Fines and Penalties	1,300	10,800	2,000	2,000	2,000	2,000	2,000	-	0.0%
36X	Miscellaneous	2,263	8,424	1,200	1,200	1,200	1,200	1,200	-	0.0%
Total Revenues:		\$ 445,418	\$ 555,657	\$ 452,100	\$ 568,474	\$ 568,474	\$ 556,330	\$ 556,330	\$ (12,144)	-2.1%
Expenditure Summary:										
1XX	Salaries & Wages	185,303	182,682	212,794	230,794	230,794	238,143	238,143	7,349	3.2%
2XX	Benefits	88,667	86,827	102,141	102,141	102,141	82,637	82,637	(19,504)	-19.1%
3XX	Supplies	7,492	20,047	3,575	3,575	3,575	3,575	3,575	-	0.0%
4XX	Services and Charges	139,294	164,519	106,761	147,761	147,761	162,761	162,761	15,000	10.2%
9XX	Internal Services/Other	65,663	61,691	69,529	69,529	69,529	58,727	58,727	(10,802)	-15.5%
0XX	Other Financing Uses	-	-	-	43,000	43,000	-	-	(43,000)	-100.0%
Total Expenditures:		\$ 486,418	\$ 515,766	\$ 494,800	\$ 596,800	\$ 596,800	\$ 545,844	\$ 545,844	\$ (50,956)	-8.5%

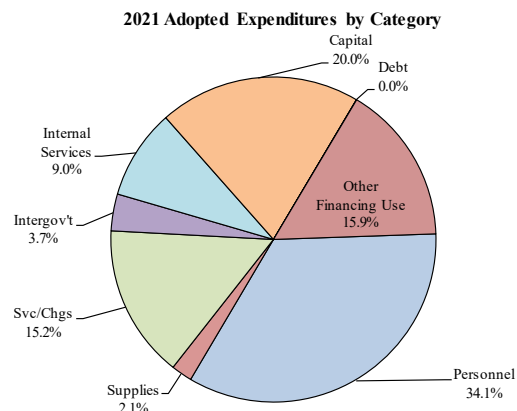
PUBLIC WORKS SURFACE WATER MANAGEMENT

Responsible Manager: *Theresa Thurlow, P.E., Surface Water Manager*

PURPOSE/DESCRIPTION:

The Surface Water Management Division (SWM) is responsible for the comprehensive management of the City's natural and manmade surface water systems. This involves protecting developed and undeveloped properties from flooding, runoff and water quality problems while continuing to accommodate new residential and commercial growth. The SWM Division also promotes the preservation of natural drainage systems, protection of fishery resources, and wildlife habitat.

The SWM Division provides all surface water related services within the City of Federal Way. These services are provided through the following programs: Administration/Engineering Services, Water Quality, Asset Management, and Maintenance Services. Capital projects are budgeted in the Surface Water Management Capital Project Fund.



Administration/Engineering: The Administration function provides the overall management and operation of the Surface Water Program including the preparation and management of the Division's budget; coordination of the billing and collection process; supervision of administrative, engineering, water quality, and maintenance staff; coordination and management of employee training; management of Capital Improvement studies and projects; and strategic planning to anticipate future state and federal Clean Water Act and NPDES requirements. Interfund services include Internal Service Fund charges (telephone, computers, building rent, insurance, equipment and GIS).

Water Quality: The purpose of the Water Quality program is to protect/improve the quality of the surface water run-off and the natural receiving waters including streams, creeks, rivers, ponds, lakes, wetlands, and Puget Sound. Beginning in 1994, the Water Quality related functions of the SWM Division are provided through the following elements: a Water Quality Source Control Program, a Public Education and Outreach Program, a Retention/Detention Private Facilities Inspection Program, and a Water Quality Monitoring Program. Each program contributes to the City meeting its' Federal National Pollutant Discharge Elimination Systems (NPDES) municipal storm-water permits and state storm-water requirements.

Asset Management: The purpose of the Asset Management program is to ensure the stormwater system remains in good working order by assessing asset condition, proactively planning maintenance repairs, and identifying capital needs within available funding.

Maintenance: The Surface Water Management Division's maintenance program activities associated with the public storm and surface water system include the following program elements: Catch Basin, Manhole, Vaults, and Pipe Cleaning/Maintenance; Catch Basin, Manhole and Pipe Repair/Construction; Open Channel and Ditch Maintenance, Retention/Detention Ponds Maintenance, LID Infrastructure Maintenance, as well as Emergency and Miscellaneous Services Program.

GOALS/OBJECTIVES:

The Surface Water Management Division will continue to implement the Comprehensive Surface Water Management Plan's mission of protecting public health and safety; prevent property damage; protect, preserve and enhance surface water and associated habitats which will also contribute to groundwater quality; and protect and enhance surface water and sediment quality by controlling and reducing harm caused by urban hydrologic changes and storm-water pollutants. This will be accomplished through inspections of businesses for illicit discharges and poor housekeeping practices; inspection of private storm drainage facilities; outreach to the community through education posters, brochures, newsletters, and trainings; adequate maintenance of public infrastructure; and continuation of a Capital Improvement Program addressing water quality and quantity problems throughout the City.

PUBLIC WORKS SURFACE WATER MANAGEMENT**Responsible Manager: Theresa Thurlow, P.E., Surface Water Manager****PERFORMANCE MEASURES:**

Type/Description	2019	2020	2021	2022
Workload Measures:				
• Annual SWM revenues administered	\$3.9M	\$4.1M	\$6.5M	\$6.7M
• Grant funding administered	\$50,000	\$50,000	\$250,000	\$3.14M
• Number of exposure events	18	10	20	20
• Volunteer hours on surface water related projects	743	200	600	600
• Number of Commercial Business Inspections (Private Drainage Facilities)	792	795	797	807
• Number of Illicit Discharge Responses	193	85	200	200
• Number of Retention/Detention Pond Facilities Maintained	237	239	239	240
• Number of Water Quality Vaults and Detention Tanks Maintained	424	265	424	339
• Number of LID Facilities Maintained (Filtera, Modular Wetland, Rain Garden)	23	43	43	43
• Number of catchbasin Structures Inspected and Maintained	8,025	10,390	6,381	6,381
• Linear feet of ditches maintained	5,750	5,750	5,750	5,750
Outcome measures:				
• Percent of planned CIP projects completed	100.0%	100.0%	100.0%	100.0%
• Percent completion of storm monitoring and sampling targets	100.0%	100.0%	100.0%	100.0%
• Percent of planned lake and stream & water quality projects completed on time	100.0%	100.0%	100.0%	100.0%
Efficiency Measures:				
• Number of Service Requests Received/Responded to	308/308	367/367	403/403	418/418
• Number of Work Orders Created/Completed	158/152	211/150	264/150	264/150

POSITION INVENTORY:

Positions	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	Grade
			Adopted	Adjusted	Projected			
Surface Water Management:								
Director-PW	0.15	0.15	0.15	0.15	0.15	0.15	0.15	58h
Deputy Director-PW	0.50	0.50	0.50	0.50	0.50	0.50	0.50	58
SWM Manager	1.00	1.00	1.00	1.00	1.00	1.00	1.00	54
Development Services Manager	0.50	0.50	0.50	0.50	0.50	0.50	0.50	54
SWM Project Engineer	2.00	2.00	2.00	-	-	-	-	49
Senior Capital Engineer	-	-	-	1.00	1.00	1.00	1.00	49
SWM Asset Engineer	-	-	-	-	-	1.00	1.00	na
Capital Engineer	-	-	-	1.00	1.00	1.00	1.00	44
Senior Engineer Plans Reviewer	0.50	0.50	0.50	0.85	0.85	0.85	0.85	43
SW Quality Program Coord	1.00	1.00	1.00	1.00	1.00	1.00	1.00	40
SWM Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	38
Construction Inspector	1.00	1.00	1.00	1.00	1.00	1.00	1.00	37
SWM R/D Inspector	1.00	1.00	1.00	1.00	1.00	1.00	1.00	37
Engineering Plans Reviewer	-	0.35	0.35	-	-	-	-	35
Surface Water Quality Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00	35
SWM Pollution Control Specialist	-	-	-	-	-	1.00	1.00	na
Public Education & Outreach Specialist	1.00	1.00	1.00	1.00	1.00	1.00	1.00	34
Engineering Technician	1.00	1.00	1.00	1.00	1.00	1.00	1.00	32
Engineering Technician/Inspector	2.00	2.00	2.00	2.00	2.00	2.00	2.00	32
Maintenance Worker II	2.00	2.00	2.00	2.00	2.00	2.00	2.00	26m
Administrative Assistant II	0.10	0.20	0.10	0.20	0.20	0.20	0.20	25
Maintenance Worker I	4.00	4.00	4.00	4.00	4.00	6.00	6.00	22m
Administrative Assistant I	0.65	0.65	0.65	0.65	0.65	0.65	0.65	18
Total Regular Staffing	20.40	20.85	20.75	20.85	20.85	24.85	24.85	n/a
Change from prior year	-	0.45	(0.10)	-	-	4.00	-	n/a
Grand Total Staffing	20.40	20.85	20.75	20.85	20.85	24.85	24.85	n/a

PUBLIC WORKS SURFACE WATER MANAGEMENT

Responsible Manager: *Theresa Thurlow, P.E., Surface Water Manager*

HIGHLIGHTS/CHANGES:

The adopted operating budget totals \$7,819,041 in 2021 and \$7,883,029 in 2022. This is a 25.0% or \$1,563,796 increase to the 2021 adopted budget from the 2020 adjusted budget. The below table includes Surface Water Management operating fund and Surface Water Management Construction in Progress Fund.

Major line item changes include:

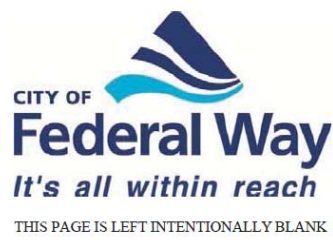
- **Salaries & Wages** – Net increase of \$271,845 due to adding 1.0 FTE SWM Asset Engineer, 1.0 FTE SWM Pollution Control Specialist, and 2.0 FTE SWM Maintenance positions
- **Benefits** – Net increase of \$27,460 primarily due to adding benefits for new positions.
- **Capital Outlay** – Increase of \$167,000 due to increased SWM capital projects.
- **Other Financing Uses** – Increase of \$709,581 due to the addition of transfers to surface water management capital projects.

REVENUE AND EXPENDITURE SUMMARY:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
33X	Intergovernmental	\$ 255,831	\$ 31,718	\$ 1,139,670	\$ 1,144,670	\$ 1,144,670	\$ -	\$ 500,000	\$ (1,144,670)	-100.0%
34X	Charges for Services	4,172,341	4,370,049	4,047,198	4,289,712	4,289,712	5,938,201	4,927,775	1,648,489	38.4%
36X	Miscellaneous	91,353	134,558	3,000	3,000	3,000	3,000	3,000	-	0.0%
39X	Other Financing Sources	-	-	-	343,487	343,487	447,568	1,560,000	104,081	30.3%
Total Revenues:		\$ 4,519,525	\$ 4,602,006	\$ 5,189,868	\$ 5,780,869	\$ 5,780,869	\$ 6,388,769	\$ 6,990,775	\$ 607,900	10.5%
Expenditure Summary:										
1XX	Salaries & Wages	1,622,288	1,577,334	1,761,811	1,761,811	1,761,811	2,033,656	2,088,664	271,845	15.4%
2XX	Benefits	608,663	604,432	602,250	602,250	602,250	629,709	646,157	27,460	4.6%
3XX	Supplies	132,283	166,610	98,845	120,195	120,195	164,595	135,195	44,400	36.9%
4XX	Services and Charges	519,353	626,068	601,096	765,107	765,107	1,190,988	1,045,988	425,881	55.7%
5XX	Intergovernmental	329,042	238,193	277,422	285,878	285,878	286,650	286,650	772	0.3%
6XX	Capital Outlay	773,601	575,689	1,400,000	1,400,000	1,400,000	1,567,000	1,167,000	167,000	11.9%
7XX	Debt Service-Principal	96,120	96,120	96,120	-	-	-	-	-	n/a
8XX	Debt Service-Interest	1,922	961	1,922	1,922	1,922	1,922	1,922	-	0.0%
9XX	Internal Services/Other	815,090	814,987	784,596	784,596	784,596	701,453	701,453	(83,143)	-10.6%
0XX	Other Financing Use	-	225,307	-	533,487	533,487	1,243,068	1,810,000	709,581	133.0%
Total Expenditures:		\$ 4,898,360	\$ 4,925,702	\$ 5,624,061	\$ 6,255,245	\$ 6,255,245	\$ 7,819,041	\$ 7,883,029	\$ 1,563,796	25.0%



Surface Water Structure Repair



001: GENERAL FUND**PURPOSE/DESCRIPTION:**

The General Fund is used to account for all receipts and disbursement transactions associated with ordinary City operations that are not required to be accounted for in another fund. This fund is both tax and general revenue supported. The fund is divided into ten primary departments: City Council, Mayor's Office, Municipal Court, Law, Finance, Human Resources, City Clerk, Community Development, Police Department, and Parks, Recreation and Cultural Services.

The fund's major sources of revenue are property tax, sales tax, state shared & intergovernmental revenue, licenses and permits, charges for services, interfund service charges. Primary service areas include police protection and jail services, court services, land use and development services, parks and recreation, human services, general governmental (law, finance, human resources, etc.), and public works in the form of interfund transfer to Street Fund.

The General Fund established operating cash flow reserve of \$9 million or 17 percent of operating expenditures is to accommodate the City's uneven cash flow. Government Finance Officers Association of United States and Canada recommends that a municipality maintains a minimum of two months operating expenditure in reserves to manage the fluctuation in tax receipts, grant revenues, and general cash flow management.

The following presents a sources and uses summary of the departmental budgets which comprise the General Fund. Also included is expenditure by object summary.

SOURCES AND USES:

Code	Item	2018	2019	2020			2021	2022	21 Adopted - 20 Adj	
		Actual	Actual	Adopted	Adjusted	Projected	Adopted	Adopted	\$ Chg	% Chg
Revenue Summary:										
31X	Taxes	\$ 29,559,836	\$ 30,948,679	\$ 30,594,703	\$ 29,768,093	\$ 29,768,093	\$ 30,780,591	\$ 30,786,909	\$ 1,012,498	3.4%
32X	Licenses and Permits	4,370,952	5,436,535	4,292,914	4,340,011	4,340,011	3,567,560	3,600,552	(772,451)	-17.8%
33X	Intergovernmental	2,364,813	2,619,996	2,009,500	6,840,601	6,840,601	2,004,000	2,004,000	(4,836,601)	-70.7%
34X	Charges for Services	4,181,465	4,561,036	3,834,514	3,994,400	3,994,400	4,221,584	4,238,338	227,184	5.7%
35X	Fines and Penalties	785,588	899,864	943,401	815,189	815,189	824,984	824,986	9,795	1.2%
36X	Miscellaneous	1,100,925	1,028,567	623,862	813,862	813,862	817,543	817,614	3,681	0.5%
39X	Other Financing Sources	6,940,821	7,184,134	10,111,732	10,433,709	10,433,709	7,247,211	5,889,726	(3,186,498)	-30.5%
	Total Revenues:	\$ 49,304,400	\$ 52,678,810	\$ 52,410,625	\$ 57,005,864	\$ 57,005,864	\$ 49,463,473	\$ 48,162,125	\$ (7,542,391)	-13.2%
Expenditure Summary:										
010	City Council	\$ 405,140	\$ 422,165	\$ 446,163	\$ 508,211	\$ 508,211	\$ 525,655	\$ 530,695	\$ 17,443	3.4%
020	Mayor's Office	1,217,717	1,296,641	1,127,132	770,194	770,194	703,201	715,168	(66,992)	-8.7%
022	Municipal Court	1,686,923	1,752,439	1,767,149	1,829,149	1,829,149	1,797,146	1,818,905	(32,003)	-1.7%
042	Finance	962,052	1,045,012	1,088,521	1,269,595	1,269,595	1,260,163	1,287,736	(9,432)	-0.7%
044	City Clerk	499,915	592,263	513,984	513,984	513,984	558,912	560,410	44,928	8.7%
045	Human Resources	478,791	521,715	514,881	554,881	554,881	597,932	536,319	43,051	7.8%
051	Law -Civil	851,969	856,841	789,720	919,920	919,920	970,331	974,797	50,411	5.5%
052	Law-Criminal	717,523	750,449	764,733	765,483	765,483	774,742	776,142	9,259	1.2%
07X	Community Development	2,285,955	2,546,372	2,534,077	2,773,047	2,773,047	2,752,041	2,683,103	(21,006)	-0.8%
075	Economic Development	279,486	340,503	415,973	495,973	495,973	366,756	284,756	(129,217)	-26.1%
083	Community Services	760,398	871,103	844,805	1,153,524	1,153,524	967,372	975,180	(186,152)	-16.1%
098	Jail Contract Costs	6,417,479	5,932,095	4,341,950	4,048,950	4,048,950	(0)	0	(4,048,950)	-100.0%
098	911 Dispatch	2,724,139	2,679,436	2,748,692	2,748,692	2,748,692	2,748,692	2,748,692	-	0.0%
09X/11X	Police	17,939,354	18,546,501	18,843,813	19,413,271	19,413,271	19,994,131	20,492,402	580,860	3.0%
3XX	Parks, Recr & Cultural Svcs	4,036,022	4,231,231	4,076,474	4,313,304	4,313,304	4,154,492	4,193,695	(158,812)	-3.7%
XXX	Non-Departmental	7,599,489	10,345,167	11,736,389	16,999,097	16,307,856	11,479,633	10,109,569	(5,519,464)	-32.5%
	Total Expenditures:	\$ 48,862,353	\$ 52,729,933	\$ 52,554,455	\$ 59,077,274	\$ 58,386,033	\$ 49,651,198	\$ 48,687,568	\$ (9,426,076)	-16.0%
	Rev Over/(Under) Exp	\$ 442,047	\$ (51,123)	\$ (143,830)	\$ (2,071,410)	\$ (1,380,169)	\$ (187,725)	\$ (525,442)	\$ 1,883,685	-90.9%
	Beginning Fund Balance, 1/1	\$ 10,702,413	\$ 11,144,460	\$ 9,144,057	\$ 11,093,337	\$ 11,093,337	\$ 9,713,168	\$ 9,525,443	\$ (1,380,169)	-12.4%
	Ending Fund Balance, 12/31	\$ 11,144,459	\$ 11,093,337	\$ 9,000,227	\$ 9,021,927	\$ 9,713,168	\$ 9,525,443	\$ 9,000,001	\$ 503,516	5.6%

001: GENERAL FUND (continued)

EXPENDITURE BY OBJECT SUMMARY:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Expenditures:										
1XX	Salaries & Wages	\$ 20,468,987	\$ 21,502,951	\$ 22,487,286	\$ 23,669,197	\$ 22,977,956	\$ 23,613,745	\$ 23,788,972	\$ (55,452)	-0.2%
2XX	Benefits	7,090,970	7,357,755	8,047,952	8,183,575	8,183,575	7,967,765	7,969,377	(215,810)	-2.6%
3XX	Supplies	771,069	835,436	739,244	929,994	929,994	730,315	730,315	(199,679)	-21.5%
4XX	Services and Charges	4,347,935	4,605,462	6,389,897	9,465,573	9,465,573	4,285,167	4,125,167	(5,180,406)	-54.7%
5XX	Intergovernmental	9,503,031	9,017,911	7,438,563	5,671,913	5,671,913	3,156,613	3,156,613	(2,515,300)	-44.3%
6XX	Capital Outlay	16,720	12,995	-	497,065	497,065	-	-	(497,065)	-100.0%
9XX	Internal Services/Other	5,148,235	5,493,599	5,755,664	5,991,633	5,991,633	6,259,791	6,201,298	268,158	4.5%
0XX	Other Financing Use	1,515,406	3,903,824	1,695,849	4,668,324	4,668,324	3,637,802	2,715,826	(1,030,522)	-22.1%
Total Expenditures:		\$ 48,862,353	\$ 52,729,933	\$ 52,554,455	\$ 59,077,274	\$ 58,386,033	\$ 49,651,198	\$ 48,687,568	\$(9,426,076)	-16.0%

OTHER FINANCING SOURCES

Item	2021 Adopted	2022 Adopted
Other Financing Sources		
Transfer in from Utility Tax Fund	5,883,314	5,734,559
Transfer in from Debt Service Fund	199,683	137,374
Transfer in from Strategic Reserve Fund	601,800	2,000
Transfer in from Parks Reserve Fund	-	15,793
Transfer in from Building & Furnishings Fund	562,414	-
Total Other Financing Sources	7,247,211	5,889,726

OTHER FINANCING USES

Item	2021 Adopted	2022 Adopted
Other Financing Uses		
Transfer out to Street Fund	2,157,825	1,695,849
Transfer out to PAEC Operating Fund	1,019,977	1,019,977
Transfer out to Debt Service Fund	460,000	-
Total Other Financing Uses	3,637,802	2,715,826

101: STREET FUND

PURPOSE/DESCRIPTION:

The Street Fund was established to account for the receipt and disbursement of State-levied unrestricted motor vehicle fuel taxes, which must be accounted for in a separate fund. The Street Fund provides public works services including planning, engineering, construction and maintenance related to city streets, sidewalks and appurtenances, including pedestrian and bicycle paths, lanes and routes.

The Street Fund is organized into five divisions. The Administrative Services Division provides the overall management of all public works related activity, including Solid Waste & Recycling, Surface Water Management and Capital Improvement projects. The Development Services Division provides engineering plan reviews and inspections of developments. The Traffic Services Division provides transportation planning, traffic operations and neighborhood traffic services. The Street Systems Division provides the street improvements and maintenance functions, including snow and ice removal. The Emergency Management Division prepares the City and Greater Federal Way community for natural or manmade disasters through education, training, planning and building interagency cooperation.

This Fund's major sources of revenue are motor vehicle fuel tax, charges for services, interest earnings, and transfers-in from the General Fund. Primary areas of service are engineering plan reviews and inspections of developments, transportation planning, traffic operations and maintenance, neighborhood traffic services, street maintenance, and emergency management.

Per the budget policies, a \$500,000 balance shall be maintained for Snow & Ice Removal. This reserve is established for use in the event a major storm occurs and additional funds, above the annual operating allocation, are needed.

The following page present a sources and uses summary of the division budgets which comprise the Street Fund. Also included is expenditure by object summary.

SOURCES AND USES:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
32X	Licenses and Permits	\$ 244,556	\$ 272,699	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ -	0.0%
33X	Intergovernmental	1,375,339	1,362,796	1,300,000	1,305,000	1,305,000	1,300,000	1,300,000	(5,000)	-0.4%
34X	Charges for Services	368,158	853,270	500,752	736,571	736,571	736,572	736,572	0	0.0%
36X	Miscellaneous	51,730	58,062	217,016	240,916	240,916	360,216	217,016	119,300	49.5%
39X	Other Financing Sources	2,117,563	2,067,685	2,095,849	2,218,520	2,218,520	2,557,825	2,095,849	339,305	15.3%
	Total Revenues:	\$ 4,157,347	\$ 4,614,511	\$ 4,313,618	\$ 4,701,008	\$ 4,701,008	\$ 5,154,613	\$ 4,549,437	\$ 453,605	9.6%
Expenditure Summary:										
210	Administrative Services	\$ 460,268	\$ 381,959	\$ 370,660	\$ 370,660	\$ 370,660	\$ 284,931	\$ 284,931	\$ (85,729)	-23.1%
220	Development Services	274,804	224,194	250,429	250,429	250,429	369,561	374,048	119,132	47.6%
230	Traffic Services/Commute Trip Red.	1,539,954	1,674,082	1,337,707	1,370,676	1,370,676	1,450,793	1,400,364	80,118	5.8%
240	Street Systems	1,755,392	2,140,519	2,152,551	2,517,599	2,517,599	2,613,418	2,508,646	95,819	3.8%
270	Emergency Management (Mayor's)	197,605	200,641	202,353	202,353	202,353	208,679	208,679	6,326	3.1%
	Total Expenditures:	\$ 4,228,023	\$ 4,621,394	\$ 4,313,700	\$ 4,711,717	\$ 4,711,717	\$ 4,927,382	\$ 4,776,669	\$ 215,665	4.6%
	Rev Over/(Under) Exp	\$ (70,677)	\$ (6,883)	\$ (82)	\$ (10,709)	\$ (10,709)	\$ 227,231	\$ (227,231)	\$ 237,941	-2222%
	Beginning Fund Balance, 1/1	\$ 588,269	\$ 517,592	\$ 500,676	\$ 510,709	\$ 510,709	\$ 500,000	\$ 727,231	\$ (10,709)	-2.1%
	Ending Fund Balance, 12/31	\$ 517,592	\$ 510,709	\$ 500,594	\$ 500,000	\$ 500,000	\$ 727,231	\$ 500,000	\$ 227,231	45.4%

101: STREET FUND (continued)

EXPENDITURES BY OBJECT SUMMARY:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Expenditures:										
1XX	Salaries & Wages	\$ 1,598,215	\$ 1,868,766	\$ 1,734,599	\$ 2,009,372	\$ 2,009,372	\$ 2,143,996	\$ 2,178,407	\$ 134,625	6.7%
2XX	Benefits	587,430	666,732	707,787	707,787	707,787	749,610	762,686	41,822	5.9%
3XX	Supplies	90,131	263,249	101,148	235,453	235,453	144,691	144,691	(90,762)	-38.5%
4XX	Services and Charges	1,182,421	980,271	970,976	953,579	953,579	1,144,493	956,293	190,914	20.0%
5XX	Intergovernmental	718,547	832,827	710,562	692,998	692,998	744,592	734,592	51,594	7.4%
6XX	Capital Outlay	51,280	9,549	-	23,900	23,900	-	-	(23,900)	-100.0%
9XX	Internal Services/Other	-	-	88,628	88,628	88,628	-	-	(88,628)	-100.0%
Total Expenditures:		\$ 4,228,023	\$ 4,621,394	\$ 4,313,700	\$ 4,711,717	\$ 4,711,717	\$ 4,927,382	\$ 4,776,669	\$ 215,665	4.6%

OTHER FINANCING SOURCES

Item	2021 Adopted	2022 Adopted
Transfer in from General Fund	2,157,825	1,695,849
Transfer in from SWM CIP Fund	200,000	200,000
Transfer in from Transportation CIP Fund	200,000	200,000
Total Other Financing Sources	2,557,825	2,095,849

102: ARTERIAL STREET FUND

PURPOSE/DESCRIPTION:

The Arterial Street Fund was established by state law to account for the use of state-shared fuel tax revenues dedicated for this purpose. It is earmarked for arterial street improvement projects such as construction, street improvements, chip sealing, seal coating and repair of arterial highways and City streets or for the payment of any municipal indebtedness which may be incurred for the above noted expenditures related to arterial highways and City streets. The money cannot be used for operating expenditures.

The City will maintain an emergency reserve fund of not less than \$100,000 for unexpected natural disasters that affect our infrastructure, pending the receipt of available grants or other resources, to restore our road infrastructure. The reserve will be restored to its original level within three years if used.

The following tables present a sources and uses summary of the Arterial Street Fund.

\$2,563,000 in 2021 Other Financing Sources is \$1,013,000 from Real Estate Excise Tax, \$50,000 from 304 SWM CIP, and \$1.5M from Solid Waste utility tax.

\$2,563,000 in 2022 Other Financing Sources is \$1,013,000 from Real Estate Excise Tax, \$50,000 from 304 SWM CIP, and \$1.5M from Solid Waste utility tax.

SOURCES AND USES:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
33X	Intergovernmental	\$ 554,234	\$ 542,694	\$ 530,000	\$ 530,000	\$ 530,000	\$ 450,000	\$ 450,000	\$ (80,000)	-15.1%
34X	Charges for Services	16,432	768,883	-	381,081	381,081	-	-	(381,081)	-100.0%
36X	Miscellaneous	8,423	7,741	5,000	5,000	5,000	5,000	5,000	-	0.0%
39X	Other Financing Sources	1,013,000	853,926	1,013,000	1,657,074	1,657,074	2,563,000	2,563,000	905,926	54.7%
	Total Revenues:	\$ 1,592,089	\$ 2,173,244	\$ 1,548,000	\$ 2,573,155	\$ 2,573,155	\$ 3,018,000	\$ 3,018,000	\$ 444,845	17.3%
Expenditure Summary:										
1XX	Salaries & Wages	\$ 78,175	\$ 118,012	\$ 72,622	\$ 72,622	\$ 72,622	\$ 111,727	\$ 114,573	39,105	53.8%
2XX	Benefits	24,046	46,376	29,775	29,775	29,775	42,456	43,538	12,681	42.6%
3XX	Supplies	351	7,620	-	-	-	-	-	-	n/a
4XX	Services and Charges	3,500	95,257	120,000	120,000	120,000	-	-	(120,000)	-100.0%
5XX	Intergovernmental	5,446	-	-	-	-	-	-	-	n/a
6XX	Capital Outlay	1,213,990	1,379,077	1,289,000	2,466,056	2,466,056	1,945,000	2,893,000	(521,056)	-21.1%
9XX	Internal Services/Other	-	-	3,667	3,667	3,667	-	-	(3,667)	-100.0%
0XX	Other Financing Use	544,621	-	-	-	-	948,000	-	948,000	n/a
	Total Expenditures:	\$ 1,870,129	\$ 1,646,342	\$ 1,515,064	\$ 2,692,120	\$ 2,692,120	\$ 3,047,184	\$ 3,051,111	\$ 355,063	13.2%
	Rev Over/(Under) Exp	\$ (278,040)	\$ 526,902	\$ 32,936	\$ (118,965)	\$ (118,965)	\$ (29,184)	\$ (33,111)	\$ 89,782	-75.5%
Beginning Fund Balance, 1/1		\$ 372,721	\$ 94,682	\$ 132,937	\$ 621,584	\$ 621,584	\$ 502,618	\$ 473,435	\$ (118,965)	-19.1%
Ending Fund Balance, 12/31		\$ 94,682	\$ 621,583	\$ 165,872	\$ 502,618	\$ 502,618	\$ 473,435	\$ 440,324	\$ (29,184)	-5.8%

103: UTILITY TAX FUND

PURPOSE/DESCRIPTION:

The Utility Tax Fund was established to account for the total 7.75% utility tax receipts, including 1.75% for proposition 1 (2015 established Fund 114) and 6% for capital, debt and other maintenance & operations as determined by Council. The city passed ordinance 18-847 imposing a 7.75% utility tax on water and sewer utilities. The city also passed ordinance 19-875 imposing an additional 10% on solid waste and recycling activities to be used on arterial street overlay projects.

The City will maintain a minimum cash flow reserve with the Utility Tax Fund \$1.5 million.

The following tables present a sources and uses summary of the Utility Tax Fund.

SOURCES AND USES:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
31X	Taxes	\$ 9,008,378	\$ 8,593,468	\$ 9,675,000	\$ 11,155,187	\$ 11,155,187	\$ 12,092,294	\$ 12,092,294	\$ 937,107	8.4%
36X	Miscellaneous	31,650	37,330	12,000	12,000	12,000	12,000	12,000	-	0.0%
	Total Revenues:	\$ 9,040,028	\$ 8,630,799	\$ 9,687,000	\$ 11,167,187	\$ 11,167,187	\$ 12,104,294	\$ 12,104,294	\$ 937,107	8.4%
Expenditure Summary:										
0XX	Other Financing Use	\$ 9,142,916	\$ 8,661,285	\$ 9,687,000	\$ 11,230,239	\$ 11,230,239	\$ 12,058,633	\$ 12,034,394	\$ 828,394	7.4%
	Total Expenditures:	\$ 9,142,916	\$ 8,661,285	\$ 9,687,000	\$ 11,230,239	\$ 11,230,239	\$ 12,058,633	\$ 12,034,394	\$ 828,394	7.4%
	Rev Over/(Under) Exp	\$ (102,888)	\$ (30,486)	\$ -	\$ (63,052)	\$ (63,052)	\$ 45,661	\$ 69,900	\$ 108,713	-172.4%
	Beginning Fund Balance, 1/1	\$ 1,703,359	\$ 1,600,471	\$ 1,500,000	\$ 1,569,984	\$ 1,569,984	\$ 1,506,932	\$ 1,552,593	\$ (63,052)	-4.0%
	Ending Fund Balance, 12/31	\$ 1,600,471	\$ 1,569,984	\$ 1,500,000	\$ 1,506,932	\$ 1,506,932	\$ 1,552,593	\$ 1,622,493	\$ 45,661	3.0%

OTHER FINANCING USES

Item	2021 Adopted	2022 Adopted
Transfer out to General Fund	5,883,314	5,734,559
Transfer out to FWCC Fund	279,307	308,227
Transfer out to Arterial Street Overlay Fund	1,500,000	1,500,000
Transfer out to Utility Tax - Prop 1 Fund	976,829	1,076,964
Transfer out to Jail Services Fund	3,303,463	3,319,584
Transfer out to DBC Fund	115,720	95,060
Total Other Financing Uses	12,058,633	12,034,394

104: AFFORDABLE & SUPPORTIVE HOUSING SALES & USE TAX FUND**PURPOSE/DESCRIPTION:**

The Affordable & Supportive Housing Sales & Use Tax Fund per Substitute House Bill 1406 (SHB 1406) will add a revenue source dedicated to addressing affordable and supportive housing needs in the City. SHB 1406 was enacted in 2019 to encourage investments in affordable housing and/or supportive housing. The City started its program in 2020. The revenue sharing program does not increase sales tax, but instead allows for the City of Federal way to recapture a portion of the existing sales tax to use it in the following ways:

- Acquiring, rehabilitating, or constructing affordable housing;
- Funding operations and maintenance costs of new units; or
- For cities with populations fewer than 100,000, provide rental assistance.

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
31X	Taxes	\$ -	\$ -	\$ -	\$ 41,000	\$ 41,000	\$ -	\$ -	\$ (41,000)	-100.0%
36X	Miscellaneous	-	-	-	20	20	-	-	(20)	-100.0%
	Total Revenues:	\$ -	\$ -	\$ -	\$ 41,020	\$ 41,020	\$ -	\$ -	\$ (41,020)	-100.0%
Expenditure Summary:										
4XX	Services and Charges	\$ -	\$ -	\$ -	\$ 41,020	\$ 41,020	\$ -	\$ -	\$ (41,020)	-100.0%
	Total Expenditures:	\$ -	\$ -	\$ -	\$ 41,020	\$ 41,020	\$ -	\$ -	\$ (41,020)	-100.0%
	Rev Over/(Under) Exp	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
	Beginning Fund Balance, 1/1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
	Ending Fund Balance, 12/31	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a

106: SOLID WASTE AND RECYCLING FUND

PURPOSE/DESCRIPTION:

The Solid Waste/Recycling Fund was established to account for the special refuse collection fees used to manage the Solid Waste and Recycling program. The program provides the services necessary to collect, dispose and/or market solid waste and recyclables in a convenient, consistent, cost effective and customer responsive manner. Major revenue sources of this fund include: refuse collection fees; interest earnings; and various Solid Waste/Recycling grants. Major expenditure services include: litter control; community outreach; commercial outreach; and educate businesses and residents on recycling practices, composting, yard waste disposal, and waste reduction.

The following tables present sources and uses summary and expenditure by object summary of the Solid Waste & Recycling Fund.

SOURCES AND USES:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
33X	Intergovernmental	\$ 123,675	\$ 115,332	\$ 138,900	\$ 127,714	\$ 127,714	\$ 115,570	\$ 115,570	\$ (12,144)	-9.5%
34X	Charges for Services	318,180	421,101	310,000	437,560	437,560	437,560	437,560	-	0.0%
35X	Fines and Penalties	1,300	10,800	2,000	2,000	2,000	2,000	2,000	-	0.0%
36X	Miscellaneous	2,263	8,424	1,200	1,200	1,200	1,200	1,200	-	0.0%
Total Revenues:		\$ 445,418	\$ 555,657	\$ 452,100	\$ 568,474	\$ 568,474	\$ 556,330	\$ 556,330	\$ (12,144)	-2.1%
Expenditure Summary:										
1XX	Salaries & Wages	\$ 185,303	\$ 182,682	\$ 212,794	\$ 230,794	\$ 230,794	\$ 238,143	\$ 238,143	\$ 7,349	3.2%
2XX	Benefits	88,667	86,827	102,141	102,141	102,141	82,637	82,637	(19,504)	-19.1%
3XX	Supplies	7,492	20,047	3,575	3,575	3,575	3,575	3,575	-	0.0%
4XX	Services and Charges	139,294	164,519	106,761	147,761	147,761	162,761	162,761	15,000	10.2%
9XX	Internal Services/Other	65,663	61,691	69,529	112,529	112,529	58,727	58,727	(53,802)	-47.8%
	Total Expenditures:	\$ 486,418	\$ 515,766	\$ 494,800	\$ 596,800	\$ 596,800	\$ 545,844	\$ 545,844	\$ (50,956)	-8.5%
	Rev Over/(Under) Exp	\$ (41,001)	\$ 39,891	\$ (42,700)	\$ (28,326)	\$ (28,326)	\$ 10,486	\$ 10,486	\$ 38,812	-137.0%
Beginning Fund Balance, 1/1		\$ 195,581	\$ 154,581	\$ 60,431	\$ 194,472	\$ 194,472	\$ 166,146	\$ 176,632	\$ (28,326)	-14.6%
Ending Fund Balance, 12/31		\$ 154,581	\$ 194,472	\$ 17,731	\$ 166,146	\$ 166,146	\$ 176,632	\$ 187,119	\$ 10,486	6.3%

107: SPECIAL CONTRACTS/STUDIES FUND

PURPOSE/DESCRIPTION:

The Special Contracts/Studies Fund accounts for receipts and disbursements related to special contracts, and special projects where completion will extend beyond the calendar year and which management places in this Fund. Revenues supporting these projects will be comprised of transfers from other funds or those specified by the City Council.

This fund currently accounts for capital contributions received from Comcast. Per FCC Regulations §76.1505 these funds must be used towards public, educational and governmental access services, facilities and equipment and therefore are not available to fund operations.

The following tables present a sources and uses summary of the Special Contracts/Studies Fund.

SOURCES AND USES:

Code	Item	2018	2019	2020			2021	2022	21 Adopted - 20 Adj	
		Actual	Actual	Adopted	Adjusted	Projected	Adopted	Adopted	\$ Chg	% Chg
Revenue Summary:										
32X	Licenses and Permits	\$ 75,420	\$ 76,376	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
36X	Miscellaneous	8,843	14,345	-	-	-	-	-	-	n/a
	Total Revenues:	\$ 84,263	\$ 90,721	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
Expenditure Summary:										
6XX	Capital Outlay	\$ 6,056	\$ 28,003	\$ 7,000	\$ 407,000	\$ 407,000	\$ -	\$ -	\$ (407,000)	-100.0%
	Total Expenditures:	\$ 6,056	\$ 28,003	\$ 7,000	\$ 407,000	\$ 407,000	\$ -	\$ -	\$ (407,000)	-100.0%
	Rev Over/(Under) Exp	\$ 78,207	\$ 62,718	\$ (7,000)	\$ (407,000)	\$ (407,000)	\$ -	\$ -	\$ 407,000	-100.0%
Beginning Fund Balance, 1/1		\$ 608,002	\$ 686,209	\$ 127,729	\$ 748,927	\$ 748,927	\$ 341,927	\$ 341,927	\$ (407,000)	-54.3%
Ending Fund Balance, 12/31		\$ 686,209	\$ 748,927	\$ 120,729	\$ 341,927	\$ 341,927	\$ 341,927	\$ 341,927	\$ -	0.0%

109: HOTEL/MOTEL LODGING TAX FUND

PURPOSE/DESCRIPTION:

The Hotel/Motel Lodging Tax Fund was established to account for all lodging tax receipts and disbursements related to tourism promotion and acquisition and/or operation of tourism-related facilities.

The City will maintain a minimum cash flow reserve of amount equal to prior year's complete revenues (\$0.20 million) in the ending fund balance.

The following tables present sources and uses summary and expenditure by object summary of the Hotel/Motel Lodging Tax Fund.

SOURCES AND USES:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj		
				Adopted	Adjusted	Projected			\$ Chg	% Chg	
Revenue Summary:											
31X	Taxes	\$ 285,725	\$ 292,986	\$ 300,000	\$ 300,000	\$ 300,000	\$ 150,000	\$ 150,000	\$ (150,000)	-50.0%	
36X	Miscellaneous	14,457	26,125	6,000	6,000	6,000	5,000	5,000	(1,000)	-16.7%	
	Total Revenues:	\$ 300,182	\$ 319,110	\$ 306,000	\$ 306,000	\$ 306,000	\$ 155,000	\$ 155,000	\$ (151,000)	-49.3%	
Expenditure Summary:											
1XX	Salaries & Wages	\$ 13,943	\$ 10,472	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a	
2XX	Benefits	1,205	910	-	-	-	-	-	\$ -	100.0%	
3XX	Supplies	674	180	1,000	1,000	1,000	2,000	2,000	\$ 1,000	100.0%	
4XX	Services and Charges	56,123	56,423	178,700	254,000	254,000	153,000	153,000	\$ (101,000)	-39.8%	
6XX	Capital Outlay	18,103	-	45,000	45,000	45,000	-	-	\$ (45,000)	-100.0%	
0XX	Other Financing Use	-	100,000	-	-	-	-	-	\$ -	100.0%	
	Total Expenditures:	\$ 90,047	\$ 167,984	\$ 224,700	\$ 300,000	\$ 300,000	\$ 155,000	\$ 155,000	\$ (145,000)	-48.3%	
	Rev Over/(Under) Exp	\$ 210,134	\$ 151,126	\$ 81,300	\$ 6,000	\$ 6,000	\$ -	\$ -	\$ (6,000)	-100.0%	
Beginning Fund Balance, 1/1		\$ 967,746	\$ 1,177,880	\$ 1,059,546	\$ 1,329,006	\$ 1,329,006	\$ 1,335,006	\$ 1,335,006	\$ 6,000	0.5%	
Ending Fund Balance, 12/31		\$ 1,177,880	\$ 1,329,006	\$ 1,140,846	\$ 1,335,006	\$ 1,335,006	\$ 1,335,006	\$ 1,335,006	\$ -	0.0%	

EXPENDITURES BY OBJECT SUMMARY:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Expenditures:										
1XX	Salaries & Wages	\$ 13,943	\$ 10,472	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
2XX	Benefits	1,205	910	-	-	-	-	-	-	n/a
3XX	Supplies	674	180	1,000	1,000	1,000	2,000	2,000	1,000	100.0%
4XX	Services and Charges	56,123	56,423	178,700	254,000	254,000	153,000	153,000	(101,000)	-39.8%
6XX	Capital Outlay	18,103	-	45,000	45,000	45,000	-	-	(45,000)	-100.0%
0XX	Other Financing Use	-	100,000	-	-	-	-	-	-	n/a
Total Expenditures:		\$ 90,047	\$ 167,984	\$ 224,700	\$ 300,000	\$ 300,000	\$ 155,000	\$ 155,000	\$ (145,000)	-48.3%

111: COMMUNITY CENTER

PURPOSE/DESCRIPTION:

The Community Center Fund was created to account for the operation of the Community Center. This is special revenue fund supported by user fees and designated utility tax transfer. The facility opened first quarter of 2007 and includes existing recreation programs which were previously accounted for in the General Fund.

The City shall maintain a minimum of \$1.5 million in a reserve set aside for equipment replacement, major building upgrades, and roof replacement of Community Center building.

In prior years the City transferred in Utility tax for capital reserve for the Community Center. The City will no longer be transferring in this reserve as the Fund has met its reserve fund balance. The Other Financing Sources is comprised of transfers in from the Utility Tax Fund.

The following tables present a sources and uses summary of the Community Center Fund.

SOURCES AND USES:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
33X	Intergovernmental	\$ 59,643	\$ 30,458	\$ -	\$ -	\$ -	\$ -	\$ -	-	n/a
34X	Charges for Services	1,587,291	1,338,501	1,590,875	928,875	928,875	1,590,875	1,590,875	662,000	71.3%
36X	Miscellaneous	317,003	379,692	350,000	245,485	245,485	382,693	850,000	137,208	55.9%
39X	Other Financing Sources	579,474	387,000	312,000	883,987	883,987	279,307	308,227	(604,680)	-68.4%
	Total Revenues:	\$ 2,543,411	\$ 2,135,651	\$ 2,252,875	\$ 2,058,347	\$ 2,058,347	\$ 2,252,875	\$ 2,749,102	\$ 194,528	9.5%
Expenditure Summary:										
1XX	Salaries & Wages	\$ 1,228,498	\$ 1,264,265	\$ 1,201,250	\$ 871,250	\$ 871,250	\$ 1,223,094	\$ 1,255,634	351,844	40.4%
2XX	Benefits	428,706	396,537	384,400	334,400	334,400	252,356	263,201	(82,044)	-24.5%
3XX	Supplies	195,133	231,375	194,000	182,465	182,465	194,000	194,000	11,535	6.3%
4XX	Services and Charges	478,593	564,561	511,000	358,000	358,000	523,000	523,000	165,000	46.1%
5XX	Intergovernmental	3,700	3,679	20,500	20,500	20,500	20,500	20,500	-	0.0%
6XX	Capital Outlay	139,408	33,427	-	-	-	32,693	500,000	32,693	n/a
9XX	Internal Services/Other	-	-	20,000	-	-	-	-	-	100.0%
	Total Expenditures:	\$ 2,474,036	\$ 2,493,844	\$ 2,331,150	\$ 1,766,615	\$ 1,766,615	\$ 2,245,642	\$ 2,756,334	\$ 479,027	27.1%
	Rev Over/(Under) Exp	\$ 69,374	\$ (358,193)	\$ (78,275)	\$ 291,732	\$ 291,732	\$ 7,233	\$ (7,232)	\$ (284,499)	-97.5%
Beginning Fund Balance, 1/1		\$ 1,497,086	\$ 1,566,460	\$ 1,578,926	\$ 1,208,268	\$ 1,208,268	\$ 1,500,000	\$ 1,507,233	\$ 291,732	24.1%
Ending Fund Balance, 12/31		\$ 1,566,460	\$ 1,208,267	\$ 1,500,651	\$ 1,500,000	\$ 1,500,000	\$ 1,507,233	\$ 1,500,000	\$ 7,233	0.5%

EXPENDITURES BY OBJECT SUMMARY:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Expenditures:										
1XX	Salaries & Wages	1,228,498	1,264,265	1,201,250	871,250	871,250	1,223,094	1,255,634	\$ 351,844	40.4%
2XX	Benefits	428,706	396,537	384,400	334,400	334,400	252,356	263,201	(82,044)	-24.5%
3XX	Supplies	195,133	231,375	194,000	182,465	182,465	194,000	194,000	11,535	6.3%
4XX	Services and Charges	478,593	564,561	511,000	358,000	358,000	523,000	523,000	165,000	46.1%
5XX	Intergovernmental	3,700	3,679	20,500	20,500	20,500	20,500	20,500	-	0.0%
6XX	Capital Outlay	139,408	33,427	-	-	-	32,693	500,000	32,693	n/a
9XX	Internal Services/Other	-	-	20,000	-	-	-	-	-	100.0%
Total Expenditures:		\$ 2,474,036	\$ 2,493,844	\$ 2,331,150	\$ 1,766,615	\$ 1,766,615	\$ 2,245,642	\$ 2,756,334	\$ 479,027	27.1%

112: TRAFFIC SAFETY FUND

PURPOSE/DESCRIPTION:

The Traffic Safety Fund Ordinance 08-584 was established to account for the penalties and fines collected in criminal traffic violations and those related to the operation of the Red Light Photo Enforcement Program. Funds collected for traffic safety is used for, but not limited to prevention, education, and enforcement efforts related to traffic safety and compliance with traffic control devices within the city, including maintenance and operation costs.

The Traffic Safety fund is funding 1 Lieutenant, 8 Police Officers, and 4 City Traffic positions for the 2021/22 budget.

The City shall maintain a minimum of \$1.2 million in a reserve for cash flow management and a contingent reserve set aside for traffic equipment replacement, and to absolve an unplanned revenue decline.

The following tables present a sources and uses summary of the Traffic Safety Fund.

SOURCES AND USES:

Code	Item	2018	2019	2020			2021	2022	21 Adopted - 20 Adj	
		Actual	Actual	Adopted	Adjusted	Projected	Adopted	Adopted	\$ Chg	% Chg
Revenue Summary:										
35X	Fines and Penalties	\$ 3,463,439	\$ 3,577,248	\$ 3,802,000	\$ 2,872,442	\$ 2,872,442	\$ 2,872,442	\$ 2,872,442	\$ -	0.0%
36X	Miscellaneous	29,226	34,539	13,500	13,500	13,500	13,500	13,500	-	0.0%
39X	Operating Transfer In - GF	-	-	-	184,758	184,758	-	-	(184,758)	-100.0%
	Total Revenues:	\$ 3,492,665	\$ 3,611,788	\$ 3,815,500	\$ 3,070,700	\$ 3,070,700	\$ 2,885,942	\$ 2,885,942	\$ (184,758)	-6.0%
Expenditure Summary:										
521	Police Traffic	\$ 2,148,153	\$ 2,125,878	\$ 1,898,865	\$ 1,898,865	\$ 1,898,865	\$ 1,992,687	\$ 2,019,227	\$ 93,822	4.9%
543	Street Traffic	466,515	445,219	680,224	680,224	680,224	682,620	694,741	2,396	0.4%
512	Court Security	-	-	61,550	61,550	61,550	61,550	61,550	-	0.0%
597	Other Financing Uses	1,547,039	1,560,333	1,549,087	1,549,087	1,549,087	-	-	(1,549,087)	-100.0%
	Total Expenditures:	\$ 4,161,707	\$ 4,131,430	\$ 4,189,726	\$ 4,189,726	\$ 4,189,726	\$ 2,736,856	\$ 2,775,519	\$ (1,452,870)	-34.7%
	Rev Over/(Under) Exp	\$ (669,042)	\$ (519,643)	\$ (374,226)	\$ (1,119,026)	\$ (1,119,026)	\$ 149,086	\$ 110,423	\$ 1,268,112	-113.3%
Beginning Fund Balance, 1/1		\$ 2,578,153	\$ 1,909,111	\$ 1,575,001	\$ 1,389,468	\$ 1,389,468	\$ 270,442	\$ 419,528	\$ (1,119,026)	-80.5%
Ending Fund Balance, 12/31		\$ 1,909,111	\$ 1,389,468	\$ 1,200,775	\$ 270,442	\$ 270,442	\$ 419,528	\$ 529,951	\$ 149,086	55.1%

EXPENDITURES BY OBJECT SUMMARY:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Expenditures:										
1XX	Salaries & Wages	\$ 1,266,697	\$ 1,359,004	\$ 1,360,685	\$ 1,360,685	\$ 1,360,685	\$ 1,421,599	\$ 1,449,615	\$ 60,913	4%
2XX	Benefits	437,837	446,141	429,911	429,911	429,911	530,707	541,354	100,797	23%
4XX	Services and Charges	677,646	703,274	784,550	784,550	784,550	784,550	784,550	-	0.0%
6XX	Capital Outlay	232,487	62,678	-	-	-	-	-	-	n/a
9XX	Internal Services/Other	-	-	65,493	65,493	65,493	-	-	(65,493)	-100.0%
0XX	Other Financing Use	1,547,039	1,560,333	1,549,087	1,549,087	1,549,087	-	-	(1,549,087)	-100.0%
Total Expenditures:		\$ 4,161,707	\$ 4,131,430	\$ 4,189,726	\$ 4,189,726	\$ 4,189,726	\$ 2,736,856	\$ 2,775,519	\$ (1,452,870)	-34.7%

113: REAL ESTATE EXCISE TAX FUND

PURPOSE/DESCRIPTION:

The Real Estate Excise Tax Fund (REET) accounts for the receipt and disbursement of real estate excise tax revenue received. The City adopted the REET Fund to incorporate in the revised 2014 Budget.

The City will maintain a \$2M reserve in the fund and may be spent down only upon the Council's approval.

The following tables present a sources and uses summary of the Real Estate Excise Tax Fund.

The transfers out of this fund for 2021/22 include:

- \$350,000 in 2021 for Transportation CIP projects.
- \$1,013,000 & \$1,013,000 in 2021/22 for Arterial Street Overlay respectively.
- \$2,610,018 & \$2,424,426 in 2021/22 for Federal Way Community Center, Target Property, Performing Arts & Event Center, and SCORE Jail debt service payments.

SOURCES AND USES:

Code	Item	2018	2019	2020			2021	2022	21 Adopted - 20 Adj	
		Actual	Actual	Adopted	Adjusted	Projected	Adopted	Adopted	\$ Chg	% Chg
Revenue Summary:										
31X	Taxes	\$ 4,240,825	\$ 5,171,643	\$ 3,640,000	\$ 3,640,000	\$ 3,640,000	\$ 3,640,000	\$ 3,640,000	\$ -	0.0%
36X	Miscellaneous	43,389	57,874	20,000	30,000	30,000	30,000	30,000	-	0.0%
39X	Other Financing Sources	-	-	-	-	-	-	-	-	n/a
	Total Revenues:	\$ 4,284,214	\$ 5,229,517	\$ 3,660,000	\$ 3,670,000	\$ 3,670,000	\$ 3,670,000	\$ 3,670,000	\$ -	0.0%
Expenditure Summary:										
597	Other Financing Uses	\$ 4,142,129	\$ 5,314,370	\$ 4,254,567	\$ 4,818,641	\$ 4,818,641	\$ 3,973,018	\$ 3,437,426	\$ (845,624)	-17.5%
	Total Expenditures:	\$ 4,142,129	\$ 5,314,370	\$ 4,254,567	\$ 4,818,641	\$ 4,818,641	\$ 3,973,018	\$ 3,437,426	\$ (845,624)	-17.5%
	Rev Over/(Under) Exp	\$ 142,085	\$ (84,853)	\$ (594,567)	\$ (1,148,641)	\$ (1,148,641)	\$ (303,018)	\$ 232,575	\$ 845,624	-73.6%
	Beginning Fund Balance, 1/1	\$ 3,161,852	\$ 3,303,937	\$ 2,920,250	\$ 3,219,084	\$ 3,219,084	\$ 2,070,443	\$ 1,767,426	\$ (1,148,641)	-35.7%
	Ending Fund Balance, 12/31	\$ 3,303,937	\$ 3,219,083	\$ 2,325,683	\$ 2,070,443	\$ 2,070,443	\$ 1,767,426	\$ 2,000,000	\$ (303,018)	-14.6%

EXPENDITURES BY OBJECT SUMMARY:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Expenditures:										
0XX	Other Financing Use	\$ 4,142,129	\$ 5,314,370	\$ 4,254,567	\$ 4,818,641	\$ 4,818,641	\$ 3,973,018	\$ 3,437,426	(845,624)	-17.5%
Total Expenditures:		\$ 4,142,129	\$ 5,314,370	\$ 4,254,567	\$ 4,818,641	\$ 4,818,641	\$ 3,973,018	\$ 3,437,426	\$ (845,624)	-17.5%

OTHER FINANCING USES

Item	2021 Adopted	2022 Adopted
Transfer out to Arterial Street Fund	1,013,000	1,013,000
Transfer out to Debt Service Fund - FWCC, TARGET PROP., PAEC, SCORE	2,610,018	2,424,426
Transfer out to Transportation CIP Fund	350,000	-
Total Other Financing Uses	3,973,018	3,437,426

114: UTILITY TAX PROPOSITION 1 FUND

PURPOSE/DESCRIPTION:

The Utility Tax Proposition 1 (Prop 1) Fund accounts for the receipt and disbursement of Prop1 tax revenue received. The City adopted the Prop 1 Fund to incorporate in the revised 2014 Budget which funds the Police, Municipal Court, Criminal Law, Parks Maintenance, Community Development, and Mayor's Office.

The Proposition 1 Fund is funding 1 Code Compliance Officer, 2 Prosecutors, 1 Court Clerk, .50 Judge, 1 Maintenance Worker, 1 Records Specialist, 17 Police Officers, and 2 Lieutenants for the 2021/22 budget.

The City will maintain a minimum cash flow reserve of \$1 million.

The following tables present a sources and uses summary of the Utility Tax Proposition 1 Fund.

SOURCES AND USES:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
31X	Taxes	\$ 2,711,211	\$ 2,508,615	\$ 2,677,891	\$ 3,142,360	\$ 3,142,360	\$ 3,085,312	\$ 3,085,312	\$ (57,048)	-1.8%
36X	Miscellaneous	16,485	23,846	8,000	8,000	8,000	8,000	8,000	-	0.0%
39X	Other Financing Sources - Util. Tax	150,076	780,484	789,355	807,254	807,254	976,829	1,076,964	169,575	21.0%
	Total Revenues:	\$ 2,877,772	\$ 3,312,945	\$ 3,475,246	\$ 3,957,614	\$ 3,957,614	\$ 4,070,141	\$ 4,170,276	\$ 112,527	2.8%
Expenditure Summary:										
512	Municipal Courts Prop 1	\$ 161,002	\$ 168,124	\$ 185,347	\$ 185,347	\$ 185,347	\$ 190,102	\$ 194,159	\$ 4,755	2.6%
576	Parks Maintenance Prop 1	115,147	116,328	103,437	103,437	103,437	104,802	104,802	1,365	1.3%
515	Mayor's Office Prop 1	-	-	51,076	651,076	651,076	651,076	651,076	-	0.0%
515	Law Criminal Prop 1	240,520	236,916	275,749	275,749	275,749	267,895	278,996	(7,854)	-2.8%
521	Police Prop 1	2,326,089	2,552,946	2,764,419	2,764,419	2,764,419	2,779,468	2,832,128	15,049	0.5%
558	CD Building Prop 1	90,001	96,088	95,218	95,218	95,218	103,811	109,114	8,593	9.0%
597	Other Financing Uses	224,021	-	-	-	-	-	-	-	n/a
	Total Expenditures:	\$ 3,156,781	\$ 3,170,402	\$ 3,475,245	\$ 4,075,245	\$ 4,075,245	\$ 4,097,154	\$ 4,170,276	\$ 21,909	0.5%
	Rev Over/(Under) Exp	\$ (279,008)	\$ 142,543	\$ 1	\$ (117,631)	\$ (117,631)	\$ (27,013)	\$ 0	\$ 90,618	-77.0%
	Beginning Fund Balance, 1/1	\$ 1,281,109	\$ 1,002,101	\$ 1,000,000	\$ 1,144,644	\$ 1,144,644	\$ 1,027,013	\$ 1,000,000	\$ (117,631)	-10.3%
	Ending Fund Balance, 12/31	\$ 1,002,101	\$ 1,144,643	\$ 1,000,001	\$ 1,027,013	\$ 1,027,013	\$ 1,000,000	\$ 1,000,000	\$ (27,013)	-2.6%

EXPENDITURES BY OBJECT SUMMARY:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Expenditures:										
1XX	Salaries & Wages	\$ 2,147,942	\$ 2,322,781	\$ 2,398,601	\$ 2,398,601	\$ 2,398,601	\$ 2,484,694	\$ 2,537,681	\$ 86,093	4%
2XX	Benefits	760,302	821,669	880,883	880,883	880,883	944,184	964,319	63,301	7%
4XX	Services and Charges	24,515	25,952	68,276	668,276	668,276	668,276	668,276	-	0.0%
9XX	Internal Services/Other	-	-	127,485	127,485	127,485	-	-	(127,485)	-100.0%
0XX	Other Financing Use	224,021	-	-	-	-	-	-	-	n/a
Total Expenditures:		\$ 3,156,781	\$ 3,170,402	\$ 3,475,245	\$ 4,075,245	\$ 4,075,245	\$ 4,097,154	\$ 4,170,276	\$ 21,909	0.5%

115: PERFORMING ARTS & EVENT CENTER OPERATIONS FUND**PURPOSE/DESCRIPTION:**

The Performing Arts & Event Center Operations Fund accounts for the operations of the Performing Arts & Event Center revenue and expenditures.

SOURCES AND USES:

Code	Item	2018	2019	2020			2021	2022	21 Adopted - 20 Adj	
		Actual	Actual	Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
33X	Intergovernmental	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	100.0%
34X	Ticketing Sales & fees	136,465	597,072	1,537,972	63,526	63,526	344,470	344,470	280,944	442.3%
361	NMTC Interest Income	45,611	50,722	45,605	45,605	45,605	45,605	45,605	-	0.0%
362	Theatre/Event Fees	75,123	242,223	-	80,000	80,000	421,010	421,010	341,010	426.3%
362	Concessions	13,230	38,614	-	7,000	7,000	175,949	175,949	168,949	2413.6%
367	Advertising	-	-	-	-	-	2,000	2,000	2,000	100.0%
367	Contributions	-	100,000	-	-	-	-	-	-	100.0%
367	Contributions	970	-	-	-	-	-	-	-	100.0%
367	NMTC Contributions	282,130	281,746	290,746	290,746	290,746	290,746	290,746	-	0.0%
39X	Transfer in from General Fund	453,855	1,516,000	-	955,359	955,359	1,019,977	1,019,977	64,618	6.8%
39X	Transfer in from Utility Tax Fund	172,907	-	-	-	-	-	-	-	n/a
	Total Revenues:	\$ 1,180,291	\$ 2,926,377	\$ 1,874,323	\$ 1,442,236	\$ 1,442,236	\$ 2,299,757	\$ 2,299,757	\$ 857,521	59.5%
Expenditure Summary:										
1XX	Salaries & Wages	\$ 338,233	\$ 81,628	\$ 100,000	\$ 84,000	\$ 84,000	\$ -	\$ -	\$ (84,000)	-100.0%
2XX	Benefits	82,907	26,865	40,337	40,337	40,337	0	-	(40,337)	-100.0%
3XX	Supplies	24,539	-	-	-	-	-	-	-	n/a
4XX	Services and Charges	1,079,203	2,259,567	1,569,172	1,100,387	1,100,387	2,192,791	2,192,791	1,092,404	99.3%
5XX	Intergovernmental	1,221	-	-	-	-	-	-	-	n/a
6XX	Capital Outlay	36,799	103,905	-	-	-	-	-	-	n/a
8XX	Debt Service-Interest	981	10,611	-	-	-	-	-	-	n/a
9XX	Internal Services/Other	64,266	106,966	164,814	106,966	106,966	106,966	106,966	-	0.0%
	Total Expenditures:	\$ 1,628,150	\$ 2,589,541	\$ 1,874,323	\$ 1,331,690	\$ 1,331,690	\$ 2,299,757	\$ 2,299,757	\$ (84,000)	-6.3%
	Rev Over/(Under) Exp	\$ (447,859)	\$ 336,836	\$ (0)	\$ 110,546	\$ 110,546	\$ 0	\$ -	\$ (110,546)	-100.0%
	Beginning Fund Balance, 1/1	\$ 477	\$ (447,382)	\$ -	\$ (110,546)	\$ (110,546)	\$ (0)	\$ (0)	\$ 110,546	-100.0%
	Ending Fund Balance, 12/31	\$ (447,382)	\$ (110,546)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ 0	-100.0%

EXPENDITURES BY OBJECT SUMMARY:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Expenditures:										
1XX	Salaries & Wages	\$ 338,233	\$ 81,628	\$ 100,000	\$ 84,000	\$ 84,000	\$ -	\$ -	\$ (84,000)	-100%
2XX	Benefits	82,907	26,865	40,337	40,337	40,337	0	-	(40,337)	-100%
3XX	Supplies	24,539	-	-	-	-	-	-	-	n/a
4XX	Services and Charges	1,079,203	2,259,567	1,569,172	1,100,387	1,100,387	2,192,791	2,192,791	1,092,404	99.3%
5XX	Intergovernmental	1,221	-	-	-	-	-	-	-	n/a
6XX	Capital Outlays	36,799	103,905	-	-	-	-	-	-	n/a
8XX	Debt Service-Interest	981	10,611	-	-	-	-	-	-	n/a
9XX	Internal Services/Other	64,266	106,966	164,814	106,966	106,966	106,966	106,966	-	0.0%
Total Expenditures:		\$ 1,628,150	\$ 2,589,541	\$ 1,874,323	\$ 1,331,690	\$ 1,331,690	\$ 2,299,757	\$ 2,299,757	\$ 968,067	72.7%

119: COMMUNITY DEVELOPMENT BLOCK GRANT FUND

PURPOSE/DESCRIPTION:

The Community Development Block Grant (CDBG) Fund accounts for the receipt and disbursement of federal grant revenue received through the Department of Housing and Urban Development (HUD), in an entitlement share determined through agreements between Federal Way and other King County CDBG Consortium members. CDBG projects and programs will be selected annually or as needed through a public process. Applications are reviewed and prioritized by the Human Services Commission and the City Council. Per federal regulations, and King County CDBG Consortium agreements, not more than 10% of the entitlement share plus program income may be allocated to direct service programs of the human service agencies that are designated directly by Federal Way. Also, not more than 10% of the entitlement share plus program income may be used for City planning and administrative functions. The goals for use of these grant revenues is to develop viable urban communities by providing decent housing and a suitable living environment, and by expending economic opportunities, principally for low- and moderate-income persons.

The following tables present a sources and uses summary of the Community Development Block Grant Fund.

SOURCES AND USES:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Expenditure Summary:										
33X	Intergovernmental*	\$ 778,535	\$ 794,226	\$ 668,900	\$ 1,836,630	\$ 1,836,630	\$ 1,843,010	\$ 758,323	\$ 6,380	0.3%
	Total Revenues:	\$ 778,535	\$ 794,226	\$ 668,900	\$ 1,836,630	\$ 1,836,630	\$ 1,843,010	\$ 758,323	\$ 6,380	0.3%
Expenditure Summary:										
119	Grant Expenditures	\$ 780,865	\$ 796,486	\$ 685,263	\$ 1,850,663	\$ 1,850,663	\$ 1,843,010	\$ 758,323	\$ (7,653)	-0.4%
	Total Expenditures:	\$ 780,865	\$ 796,486	\$ 685,263	\$ 1,850,663	\$ 1,850,663	\$ 1,843,010	\$ 758,323	\$ (7,653)	-0.4%
	Rev Over/(Under) Exp	\$ (2,330)	\$ (2,259)	\$ (16,363)	\$ (14,033)	\$ (14,033)	\$ (0)	\$ 0	\$ 14,032	na
Beginning Fund Balance, 1/1		\$ 39,874	\$ 37,544	\$ 16,363	\$ 35,284	\$ 35,284	\$ 21,251	\$ 21,251	\$ (14,033)	-39.8%
Ending Fund Balance, 12/31		\$ 37,544	\$ 35,284	\$ 0	\$ 21,251	\$ 21,251	\$ 21,251	\$ 21,251	\$ (0)	0.0%

*Intergovernmental revenue and grant expenditures will be increased once the CDBG grant annual contract is awarded.

EXPENDITURES BY OBJECT SUMMARY:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditures:</i>										
1XX	Salaries & Wages	\$ 148,531	\$ 154,153	\$ 136,472	\$ 136,472	\$ 136,472	\$ 125,186	\$ 129,463	\$ (11,286)	-8.3%
2XX	Benefits	59,832	55,517	51,859	51,859	51,859	43,113	43,727	(8,746)	-16.9%
4XX	Services and Charges**	346,412	354,829	287,578	1,455,308	1,455,308	1,674,712	585,133	219,404	15.1%
7XX	Debt Service-Principal*	159,000	159,000	150,000	150,000	150,000	-	-	(150,000)	-100.0%
8XX	Debt Service-Interest*	67,090	72,988	50,000	47,670	47,670	-	-	(47,670)	-100.0%
9XX	Internal Services/Other	-	-	9,354	9,354	9,354	-	-	(9,354)	-100.0%
Total Expenditures:		\$ 780,865	\$ 796,486	\$ 685,263	\$ 1,850,663	\$ 1,850,663	\$ 1,843,010	\$ 758,323	\$ (7,653)	-0.4%

*The Section 108 loan is for \$318,000 in principal for two years, but is now paid out of the 201 Debt Service Fund.

**The Services and Charges is an estimated amount and a budget adjustment will occur once there is a funding agreement in place that identifies how much each agency will be funded by the CDBG grant.

120: PATH AND TRAILS RESERVE FUND**PURPOSE/DESCRIPTION:**

The Path and Trails Reserve Fund was established in compliance with state law. Its purpose is to accumulate unexpended proceeds of the motor vehicle fuel tax receipts, which are legally restricted to the construction, and maintenance of paths and trails within City street rights-of-way. One-half percent (0.5%) of these proceeds are restricted for these purposes. This fund must transfer such accumulated receipts back to a construction/maintenance-oriented fund when specific projects have been defined.

Also this fund receipts open space and trails levy funds from park levies that were passed in 2007 and 2013:

On August 21, 2007, the voters of King County approved Proposition 2, the Open Space and Trails Levy, a new \$0.05, six-year, inflation adjusted property tax lid lift to expand park and recreation opportunities. One cent of the five-cent levy proceeds is distributed to cities in King County for the acquisition of open space and natural lands, and the acquisition and development of city trails that are regional in nature, and may specifically include local trails in underserved areas linking to city trails that connect to regional trails.

On August 6, 2013, King County voters approved Proposition No. 1 Parks Levy that authorized an additional six year property tax levy with 7% of proceeds, net an administrative fee, to be used for repairing, replacing, and improving local parks and trails in King County's cities.

The following tables present a sources and uses summary of the Path and Trails Reserve Fund.

SOURCES AND USES:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
31X	Taxes	\$ 179,387	\$ 196,176	\$ 160,000	\$ 160,000	\$ 160,000	\$ 160,000	\$ 160,000	\$ -	0.0%
33X	Intergovernmental	10,521	10,302	9,000	9,000	9,000	9,000	9,000	-	0.0%
36X	Miscellaneous	11,542	21,963	-	-	-	-	-	-	n/a
	Total Revenues:	\$ 201,450	\$ 228,440	\$ 169,000	\$ 169,000	\$ 169,000	\$ 169,000	\$ 169,000	\$ -	0.0%
Expenditure Summary:										
120	Transfer to Transportation CIP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ 200,000	n/a
	Total Expenditures:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ -	\$ 200,000	n/a
	Rev Over/(Under) Exp	\$ 201,450	\$ 228,440	\$ 169,000	\$ 169,000	\$ 169,000	\$ (31,000)	\$ 169,000	\$ (200,000)	-118.3%
	Beginning Fund Balance, 1/1	\$ 761,546	\$ 962,997	\$ 1,099,546	\$ 1,191,437	\$ 1,191,437	\$ 1,360,437	\$ 1,329,437	\$ 169,000	14.2%
	Ending Fund Balance, 12/31	\$ 962,997	\$ 1,191,436	\$ 1,268,546	\$ 1,360,437	\$ 1,360,437	\$ 1,329,437	\$ 1,498,437	\$ (31,000)	-2.3%

121: TECHNOLOGY FUND

PURPOSE/DESCRIPTION:

The Technology Fund was established in 2019. The fund was established in order to accommodate the high need to continually replace telecommunications, data, network, hardware, and software systems caused by a continuous and rapidly changing technology environment. The technology fees will be applied to the following transactions:

- A. **Business license fees:** a fee of one dollar (\$1) per business license transaction unless the business is exempt from payment of the business license fee.
- B. **Parks and recreation fees:** a fee of one dollar (\$1) per transaction for each registration for any parks and recreation program. For the purposes of this subsection, "transaction" shall mean the process of collection and receipting fees and charges in the form of cash, check, or credit card payment for programs, services, or miscellaneous resale items offered by the parks and recreation department. The fee shall not apply to the following:
 - a. The fee shall not apply to registrations or transactions with a total cost less than ten dollars (\$10);
 - b. The fee shall not apply to drop-in transactions (such as, for example and without limitation (1) time payment for use of the weight room at Community Center).
- C. For all other applications, permits, inspections, registrations, transactions, and approvals established under the Federal Way Revised City Code, the fee shall be established by council resolution.

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
34X	Charges for Services	\$ -	\$ 2,991	\$ 20,000	\$ 155,223	\$ 155,223	\$ 146,716	\$ 149,250	\$ (8,507)	-5.5%
36X	Miscellaneous	-	22	-	-	-	-	-	20,000	100.0%
	Total Revenues:	\$ -	\$ 3,013	\$ 20,000	\$ 155,223	\$ 155,223	\$ 146,716	\$ 149,250	\$ (8,507)	-5.5%
Expenditure Summary:										
5XX	Intergovernmental	\$ -	\$ -	\$ -	\$ 67,100	\$ 67,100	\$ 181,000	\$ 14,300	\$ 113,900	169.7%
	Total Expenditures:	\$ -	\$ -	\$ -	\$ 67,100	\$ 67,100	\$ 181,000	\$ 14,300	\$ 113,900	169.7%
	Rev Over/(Under) Exp	\$ -	\$ 3,013	\$ 20,000	\$ 88,123	\$ 88,123	\$ (34,284)	\$ 134,950	\$ (122,407)	-138.9%
	Beginning Fund Balance, 1/1	\$ -	\$ -	\$ 20,000	\$ 3,013	\$ 3,013	\$ 91,136	\$ 56,852	\$ 88,123	2924.8%
	Ending Fund Balance, 12/31	\$ -	\$ 3,013	\$ 40,000	\$ 91,136	\$ 91,136	\$ 56,852	\$ 191,802	\$ (34,284)	-37.6%

122: JAIL FUND

PURPOSE/DESCRIPTION:

The Jail Fund was established in 2021. The fund was established in order to track jail expenditures and create a reserve for future jail services. Jail expenditures prior to 2021 were tracked in the General Fund. This other financing source of \$3.3M in each year is a transfer in from the utility tax fund.

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
39X	Other Financing Sources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,303,463	\$ 3,319,584	\$ 3,303,463	n/a
Total Revenues:		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,303,463	\$ 3,319,584	\$ 3,303,463	n/a
Expenditure Summary:										
1XX	Salaries & Wages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 265,439	\$ 277,121	\$ 265,439	n/a
2XX	Benefits	-	-	-	-	-	100,867	105,306	100,867	n/a
5XX	Intergovernmental	-	-	-	-	-	2,920,300	2,920,300	2,920,300	n/a
9XX	Internal Services/Other	-	-	-	-	-	16,857	16,857	16,857	n/a
	Total Expenditures:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,303,463	\$ 3,319,584	\$ 3,303,463	n/a
	Rev Over/(Under) Exp	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0	\$ 0	\$ 0	n/a
Beginning Fund Balance, 1/1		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
Ending Fund Balance, 12/31		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0	\$ 0	\$ 0	n/a

188: STRATEGIC RESERVE FUND

PURPOSE/DESCRIPTION:

The Strategic Reserve Fund accounts for the City's strategic opportunity fund to provide the liquidity to respond to economic opportunity that is not budgeted for that may provide a long term economic benefit to the City. The City Strategic Reserve Fund was incorporated into the revised 2014 Budget. In the event that any of the reserve fund is used, such appropriation shall be repaid to the fund annually over the next three years.

This fund maintains contingency for unanticipated cost a reserve equal to \$1 million and strategic opportunities reserve of \$2 million. The fund provide a financial cushion to cover revenue shortfalls resulting from unexpected economic changes or recessionary periods or to provide funds in the event of major unplanned expenditures the City could face as result of natural disasters. In the event that any of reserve funds is used in an economic downturn to stabilize the City's finances, such appropriation shall be repaid to the fund annually over next three years.

The following page presents sources and uses summary of the Strategic Reserve Fund.

SOURCES AND USES:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
36X	Miscellaneous	\$ 26,321	\$ 77,800	\$ 2,000	\$ 26,000	\$ 26,000	\$ 2,000	\$ 2,000	\$ (24,000)	-92.3%
39X	Other Financing Sources	1,800,000	839,031	-	-	-	-	-	-	n/a
	Total Revenues:	\$ 1,826,321	\$ 916,831	\$ 2,000	\$ 26,000	\$ 26,000	\$ 2,000	\$ 2,000	\$ (24,000)	-92.3%
Expenditure Summary:										
188	Strategic Reserve	\$ 2,213,331	\$ -	\$ -	\$ -	\$ -	\$ 601,800	\$ 2,000	\$ 601,800	n/a
	Total Expenditures:	\$ 2,213,331	\$ -	\$ -	\$ -	\$ -	\$ 601,800	\$ 2,000	\$ 601,800	n/a
	Rev Over/(Under) Exp	\$ (387,010)	\$ 916,831	\$ 2,000	\$ 26,000	\$ 26,000	\$ (599,800)	\$ -	\$ (625,800)	-2406.9%
	Beginning Fund Balance, 1/1	\$ 3,043,979	\$ 2,656,969	\$ 870,979	\$ 3,573,800	\$ 3,573,800	\$ 3,599,800	\$ 3,000,000	\$ 26,000	0.7%
	Ending Fund Balance, 12/31	\$ 2,656,969	\$ 3,573,800	\$ 872,979	\$ 3,599,800	\$ 3,599,800	\$ 3,000,000	\$ 3,000,000	\$ (599,800)	-16.7%

EXPENDITURE BY OBJECT SUMMARY:

EXPENDITURE BY OBJECT SUMMARY:										
Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditures:</i>										
5XX	Intergovernmental	\$ 20,672	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	n/a
6XX	Capital Outlay	2,192,659	-	-	-	-	-	-	-	n/a
0XX	Other Financing Use	-	-	-	-	-	601,800	2,000	601,800	n/a
Total Expenditures:		\$ 2,213,331	\$ -	\$ -	\$ -	\$ -	\$ 601,800	\$ 2,000	\$ 601,800	n/a

The Other Financing Use is a transfer of \$601,800 and \$2,000 are for the support of the General Fund.

189: PARKS RESERVE FUND

PURPOSE/DESCRIPTION:

The City will maintain a reserve of not less than \$1.12 million for equipment replacement, turf replacement, and other major upgrades to the City's Park System.

SOURCES AND USES:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
33X	Intergovernmental	\$ -	\$ 459,704	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
36X	Miscellaneous	17,149	74,702	5,000	5,000	5,000	5,000	5,000	-	0.0%
39X	Other Financing Sources	-	-	-	45,000	45,000	-	-	(45,000)	-100.0%
	Total Revenues:	\$ 17,149	\$ 534,407	\$ 5,000	\$ 50,000	\$ 50,000	\$ 5,000	\$ 5,000	\$ (45,000)	-90.0%
Expenditure Summary:										
189	Parks Reserve	\$ -	\$ 719,409	\$ -	\$ -	\$ -	\$ -	\$ 15,793	\$ -	n/a
	Total Expenditures:	\$ -	\$ 719,409	\$ -	\$ -	\$ -	\$ -	\$ 15,793	\$ -	n/a
	Rev Over/(Under) Exp	\$ 17,149	\$ (185,002)	\$ 5,000	\$ 50,000	\$ 50,000	\$ 5,000	\$ (10,793)	\$ (45,000)	-90.0%
Beginning Fund Balance, 1/1		\$ 1,248,647	\$ 1,265,796	\$ 1,258,635	\$ 1,080,793	\$ 1,080,793	\$ 1,130,793	\$ 1,135,793	\$ 50,000	4.6%
Ending Fund Balance, 12/31		\$ 1,265,796	\$ 1,080,794	\$ 1,263,635	\$ 1,130,793	\$ 1,130,793	\$ 1,135,793	\$ 1,125,000	\$ 5,000	0.4%

201: DEBT SERVICE FUND

PURPOSE/DESCRIPTION:

The Debt Service Fund accounts for the debt service on the City Council approved general obligation (G.O.) debt. Included in the costs charged to this fund are the scheduled principal and interest payments, debt issue costs, fiscal agent fees, and other debt related costs. Debt service currently scheduled for payment from this Fund include City's portion of the Valley Communications debt service, 2013 G.O. bond issue for the community center, and the SCORE facility. Revenue accounted for in this fund in prior years included real estate excise tax, but in 2014 a separate Real Estate Excise Tax fund was created and all Real Estate Excise Tax is receipted in this fund. The Debt Service includes transfers in of Utility Tax and Real Estate Excise Tax to pay for debt service, since the creation of the Real Estate Excise Tax fund.

The City shall maintain adequate reserve in accordance with the bond ordinance or a minimum of one year debt service amount.

Council budget policy calls for the prefunding of debt service, meaning that the next year's debt service is provided for and transfers are made to the Debt Service Fund in the current year.

The following presents sources and uses summary and expenditure by object summary of the Debt Service Fund.

SOURCES AND USES:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
36X	Miscellaneous	\$ 61,643	\$ 67,690	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ -	0.0%
39X	Other Financing Sources	813,473	14,837,425	1,328,567	2,328,567	2,328,567	17,336,390	2,539,426	15,007,822	644.5%
	Total Revenues:	\$ 875,116	\$ 14,905,115	\$ 1,358,567	\$ 2,358,567	\$ 2,358,567	\$ 17,366,390	\$ 2,569,426	\$ 15,007,822	636.3%
Expenditure Summary:										
000	Other Debt Expenditures	\$ 80,818	\$ 59,822	\$ -	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ (75,000)	-100.0%
105	SCORE Facility - Jail	-	12,659,668	934,390	934,390	934,390	851,925	852,425	(82,465)	-8.8%
106	Community Center 2013	813,473	813,773	813,473	813,473	813,473	8,850,000	-	8,036,527	987.9%
107	Target Property	130,200	322,647	515,094	515,094	515,094	5,416,372	-	4,901,278	951.5%
109	Performing Arts Center	-	72,322	82,000	632,000	632,000	552,955	553,955	(79,045)	-12.5%
110	Section 108	-	-	-	-	-	231,162	227,075	231,162	n/a
111	New 2021 Bond	-	-	-	-	-	1,332,218	1,322,435	1,332,218	n/a
597	Transfer Out	1,000,000	-	-	-	-	199,683	137,374	199,683	n/a
	Total Expenditures:	\$ 2,024,490	\$ 13,928,233	\$ 2,344,957	\$ 2,969,957	\$ 2,969,957	\$ 17,434,315	\$ 3,093,264	\$ 14,464,358	487.0%
	Rev Over/(Under) Exp	\$ (1,149,374)	\$ 976,883	\$ (986,390)	\$ (611,390)	\$ (611,390)	\$ (67,926)	\$ (523,839)	\$ 543,465	-88.9%
Beginning Fund Balance, 1/1										
		\$ 4,106,222	\$ 2,956,848	\$ 2,526,375	\$ 3,933,732	\$ 3,933,732	\$ 3,322,342	\$ 3,254,417	\$ (611,390)	-15.5%
Ending Fund Balance, 12/31										
		\$ 2,956,848	\$ 3,933,731	\$ 1,539,985	\$ 3,322,342	\$ 3,322,342	\$ 3,254,417	\$ 2,730,578	\$ (67,926)	-2.0%

EXPENDITURES BY OBJECT SUMMARY:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Expenditures:										
7XX	Debt Service-Principal	\$ 500,000	\$12,882,847	\$ 1,253,881	\$ 1,878,881	\$ 1,878,881	\$ 16,215,088	\$2,003,716	\$ 14,336,207	763.0%
8XX	Debt Service-Interest	524,490	1,045,384	1,091,076	1,091,076	1,091,076	1,019,544	952,174	(71,532)	-6.6%
0XX	Other Financing Use	1,000,000	-	-	-	-	199,683	137,374	199,683	n/a
Total Expenditures:		\$ 2,024,490	\$13,928,232	\$ 2,344,957	\$ 2,969,957	\$ 2,969,957	\$ 17,434,315	\$3,093,264	\$ 14,464,358	487.0%

- The City is not able to use CDBG grant funds to pay the HUD Section 108 loan, and City funds will be used to pay the principal and interest in 2021/2022 in the amount of \$231,162 and \$227,075 respectively.
- Other Financing Sources in 2021/2022 includes \$2.61M and \$2.54M respectively from the REET Fund, 0.46M in 2021 from the General Fund for Section 108 loan, and bond proceeds of \$14.27M due to refunding of 2013 Community Center, and Target property bonds.
- Other Financing Use in 2021/2022 of \$199,683 and \$137,374 are transfers to the General Fund.

201: DEBT SERVICE FUND (continued)

See pages B-16 and B-17 for more information on Debt capacity, Debt Outstanding, and Bond Ratings

Table of Debt	2021 Adopted	2022 Adopted
Debt Payments		
SCORE		
Principal	390,000	410,000
Interest	461,925	442,425
FW Community Center 2013		
Principal - Payoff	8,850,000	-
Interest	-	-
Target Property		
Principal - Payoff	5,416,372	-
Interest	-	-
Section 108		
Principal	159,000	159,000
Interest	72,162	68,075
New 2021 Bond		
Principal	949,716	974,716
Interest	382,502	347,719
Performing Arts & Event Center		
Principal	450,000	460,000
Interest	102,955	93,955
Total	\$ 17,234,632	\$ 2,955,890

301: CAPITAL PROJECT FUND – DOWNTOWN REDEVELOPMENT

PURPOSE/DESCRIPTION:

This Capital Project Fund was established to accumulate resources to set aside for downtown projects.

The following presents sources and uses summary and expenditure by object summary of the Capital Project Fund – Downtown Redevelopment.

SOURCES AND USES:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
31X	Taxes	\$ 12,675	\$ 21,798	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
33X	Intergovernmental	1,015,410	1,037,236	1,000,000	1,000,000	1,000,000	-	-	(1,000,000)	-100.0%
36X	Miscellaneous	7,104	36,109	-	-	-	-	-	-	n/a
	Total Revenues:	\$ 1,035,189	\$ 1,095,144	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ -	\$ -	\$ (1,000,000)	-100.0%
Expenditure Summary:										
100	Transfer out to Transportation CIP	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 350,000	\$ 205,000	250,000	250.0%
107	Target Property	5,393	-	-	-	-	-	-	-	n/a
108	Transfer Out for Grand Staircase	500,000	-	-	-	-	250,000	-	250,000	n/a
	Total Expenditures:	\$ 505,393	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 600,000	\$ 205,000	\$ 500,000	500.0%
	Rev Over/(Under) Exp	\$ 529,797	\$ 1,095,144	\$ 1,000,000	\$ 900,000	\$ 900,000	\$ (600,000)	\$ (205,000)	\$ (1,500,000)	-166.7%
Beginning Fund Balance, 1/1		\$ 901,814	\$ 1,431,611	\$ 2,401,814	\$ 2,526,754	\$ 2,526,754	\$ 3,426,754	\$2,826,754	\$ 900,000	35.6%
Ending Fund Balance, 12/31		\$ 1,431,610	\$ 2,526,754	\$ 3,401,814	\$ 3,426,754	\$ 3,426,754	\$ 2,826,754	\$2,621,754	\$ (600,000)	-17.5%

EXPENDITURES BY OBJECT SUMMARY:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Expenditures:										
4XX	Services and Charges	5,393	-	-	-	-	-	-	\$ -	n/a
0XX	Other Financing Use	500,000	-	-	100,000	100,000	600,000	205,000	500,000	500%
Total Expenditures:		\$ 505,393	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 600,000	\$ 205,000	\$ 500,000	500.0%

302: CAPITAL PROJECT FUND – CITY FACILITIES**PURPOSE/DESCRIPTION:**

This Capital Project Fund accounts for the acquisition or construction of capital improvements related to city facilities.

The following presents sources and uses summary and expenditure by object summary of the Capital Project Fund – City Facilities.

SOURCES AND USES:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
36X	Miscellaneous	\$ 3,666	\$ 5,816	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%
	Total Revenues:	\$ 3,666	\$ 5,816	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	0.0%
Expenditure Summary:										
108	Major Facility Rehabilitation	\$ 618	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
597	Transfer Out	-	-	-	-	-	-	115,000	-	n/a
	Total Expenditures:	\$ 618	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 115,000	\$ -	n/a
	Rev Over/(Under) Exp	\$ 3,048	\$ 5,816	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ (114,000)	\$ -	0.0%
Beginning Fund Balance, 1/1		\$ 279,730	\$ 282,779	\$ 280,730	\$ 288,595	\$ 288,595	\$ 289,595	\$ 290,595	\$ 1,000	0.3%
Ending Fund Balance, 12/31		\$ 282,779	\$ 288,595	\$ 281,730	\$ 289,595	\$ 289,595	\$ 290,595	\$ 176,595	\$ 1,000	0.3%

EXPENDITURES BY OBJECT SUMMARY:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Expenditures:										
4XX	Services and Charges	618	-	-	-	-	-	-	-	n/a
0XX	Other Financing Use	-	-	-	-	-	-	115,000	-	n/a
Total Expenditures:		\$ 618	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 115,000	\$ -	n/a

The \$115K other financing use in 2022 is a transfer to the Debt Service Fund to pay for debt service principal.

303: CAPITAL PROJECT FUND – PARKS

PURPOSE/DESCRIPTION:

This Capital Project Fund accounts for the acquisition or construction of major park capital facilities with the exception of those facilities financed by proprietary and trust funds. The major source of revenue for this Fund is general obligation bond proceeds, grants from other agencies, local taxes and contributions from other funds. All Park costs associated with acquisitions, improvements, issue of bonds and other costs shall be paid by this Fund. The adopted budgets are \$190K and \$375K in 2021 and 2022, respectively, and are allocated to the following projects:

2021 Adopted Projects	Sources (in thousands)					
	REET	Misc / Trsfrs	Prior Years' Sources	Total Sources	Construct	Total Expenses
Major Maint & Impr - Existing Park Fa	\$ -	\$ -	\$ 90	\$ 90	\$ 90	\$ 90
Annual Playground Rep& Repl Prog	-	-	100	100	100	100
Total 2021	\$ -	\$ -	\$ 190	\$ 190	\$ 190	\$ 190

2022 Adopted Projects	Sources (in thousands)					
	REET	Misc / Trsfrs	Prior Years' Sources	Total Sources	Construct	Total Expenses
Major Maint & Impr - Existing Park Fa	-	-	75	75	75	75
Annual Playground Rep& Repl Prog	-	-	300	300	300	300
Total 2022	\$ -	\$ -	\$ 375	\$ 375	\$ 375	\$ 375

The following presents sources and uses summary and expenditure by object summary of the Capital Project Fund – Parks.

SOURCES AND USES:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
34X	Charges for Services	\$ 127,229	\$ 14,550	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
36X	Miscellaneous	29,698	41,192	-	-	-	-	-	-	n/a
39X	Other Financing Sources	300,000	325,000	300,000	300,000	300,000	-	-	(300,000)	-100%
	Total Revenues:	\$ 456,927	\$ 380,742	\$ 300,000	\$ 300,000	\$ 300,000	\$ -	\$ -	\$ (300,000)	-100.0%
Expenditure Summary:										
303	Capital	\$ 917,149	\$ 276,358	\$ 300,000	\$ 400,000	\$ 400,000	\$ 190,000	\$ 375,000	\$ (210,000)	-52.5%
	Total Expenditures:	\$ 917,149	\$ 276,358	\$ 300,000	\$ 400,000	\$ 400,000	\$ 190,000	\$ 375,000	\$ (210,000)	-52.5%
	Rev Over/(Under) Exp	\$ (460,222)	\$ 104,385	\$ -	\$ (100,000)	\$ (100,000)	\$ (190,000)	\$ (375,000)	\$ (90,000)	90.0%
Beginning Fund Balance, 1/1		\$ 2,097,428	\$ 1,637,206	\$ -	\$ 1,741,591	\$ 1,741,591	\$ 1,641,591	\$ 1,451,591	\$ (100,000)	-5.7%
Ending Fund Balance, 12/31		\$ 1,637,206	\$ 1,741,591	\$ -	\$ 1,641,591	\$ 1,641,591	\$ 1,451,591	\$ 1,076,591	\$ (190,000)	-11.6%

EXPENDITURES BY OBJECT SUMMARY:

Code	Item	2018	2019	2020			2021	2022	21 Adopted - 20 Adj	
		Actual	Actual	Adopted	Adjusted	Projected	Adopted	Adopted	\$ Chg	% Chg
Operating Expenditures:										
3XX	Supplies	\$ 24,078	\$ 30,085	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
4XX	Services and Charges	31,818	13,096	-	-	-	-	-	-	n/a
6XX	Capital Outlay	861,252	233,177	300,000	400,000	400,000	190,000	375,000	\$ (210,000)	-52.5%
Total Expenditures:		\$ 917,149	\$ 276,358	\$ 300,000	\$ 400,000	\$ 400,000	\$ 190,000	\$ 375,000	\$ (210,000)	-52.5%

304: CAPITAL PROJECT FUND – SURFACE WATER MANAGEMENT**PURPOSE/DESCRIPTION:**

This Capital Project Fund accounts for major capital facilities associated with managing the existing storm water conveyance systems, regulating the clearing, grading, and erosion control phases of new land development, constructing, maintaining and repairing elements of the City's drainage system and controlling water quality within the system. The major sources of revenue for this Fund include grants from other agencies and storm drainage fees. The City's drainage system includes a network of streams, lakes, pipelines and storm water detention facilities.

The City will maintain emergency/contingent reserve for unexpected catastrophic events or system failures of not less than \$500,000 based on the comprehensive Surface Water Management Plan.

The adopted budgets are \$2.07M and \$1.52M in 2021 and 2022, respectively, and are allocated to the following projects:

2021 Adopted Projects	Sources (in thousands)				Expenses (in thousands)	
	User Fees	Grants	Prior Years' Sources	Total Sources	Constr Prj.	Total Expenses
Small CIP - Annual Program	\$ 150	\$ -	\$ -	\$ 150	\$ 150	\$ 150
South 356th Street Culvert Replacement	100	-	-	100	100	100
2018 Storm Drain CCTV Inspection and Assessment	100	-	-	100	100	100
Pipe Rehabilitation Project	317	-	-	317	317	317
Cold Creek Culvert Replacement	1,000	-	-	1,000	1,000	1,000
Neighborhood Drainage Program	25	-	-	25	25	25
Annual CB Rehab	75	-	-	75	75	75
Redondo Creek Culvert Replacement	300	-	-	300	300	300
Total 2021	\$ 2,067	\$ -	\$ -	\$ 2,067	\$ 2,067	\$ 2,067

2022 Adopted Projects	Sources (in thousands)				Expenses (in thousands)	
	User Fees	Grants	Prior Years' Sources	Total Sources	Constr Prj.	Total Expenses
Small CIP - Annual Program	\$ 150	\$ -	\$ -	\$ 150	\$ 150	\$ 150
South 356th Street Culvert Replacement	250	-	-	250	250	250
2018 Storm Drain CCTV Inspection and Assessment	100	-	-	100	100	100
Pipe Rehabilitation Project	317	-	-	317	317	317
Cold Creek Culvert Replacement	-	500	-	500	500	500
Neighborhood Drainage Program	25	-	-	25	25	25
Annual CB Rehab	75	-	-	75	75	75
Citywide WQ Program	100	-	-	100	100	100
Total 2022	\$ 1,017	\$ 500	\$ -	\$ 1,517	\$ 1,517	\$ 1,517

304: CAPITAL PROJECT FUND – SURFACE WATER MANAGEMENT (continued)

The following presents sources and uses summary and expenditure by object summary of the Capital Project Fund – Surface Water Management.

SOURCES AND USES:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
33X	Intergovernmental	\$ 207,327	\$ -	\$ 1,000,000	\$ 1,005,000	\$ 1,005,000	\$ -	\$ 500,000	\$ (1,005,000)	-100.0%
36X	Miscellaneous	45,446	55,636	-	-	-	-	-	-	n/a
39X	Other Financing Sources	-	-	-	343,487	343,487	447,568	1,560,000	104,081	30.3%
Total Revenues:		\$ 252,774	\$ 55,636	\$ 1,000,000	\$ 1,348,487	\$ 1,348,487	\$ 447,568	\$ 2,060,000	\$ (900,919)	-66.8%
Expenditure Summary:										
	Capital	\$ 922,610	\$ 790,459	\$ 1,400,000	\$ 1,405,000	\$ 1,405,000	\$ 2,067,000	\$ 1,517,000	\$ 662,000	47.1%
	Transfers Out	-	225,307	-	-	-	250,000	250,000	\$ 250,000	n/a
	Total Expenditures:	\$ 922,610	\$ 1,015,766	\$ 1,400,000	\$ 1,405,000	\$ 1,405,000	\$ 2,317,000	\$ 1,767,000	\$ 912,000	64.9%
	Rev Over/(Under) Exp	\$ (669,837)	\$ (960,130)	\$ (400,000)	\$ (56,513)	\$ (56,513)	\$ (1,869,432)	\$ 293,000	\$ (1,812,919)	3208.0%
Beginning Fund Balance, 1/1		\$ 3,555,912	\$ 2,886,075	\$ 518,612	\$ 1,925,945	\$ 1,925,945	\$ 1,869,432	\$ -	\$ (56,513)	-2.9%
Ending Fund Balance, 12/31		\$ 2,886,075	\$ 1,925,945	\$ 118,612	\$ 1,869,432	\$ 1,869,432	\$ -	\$ 293,000	\$ (1,869,432)	-100.0%

EXPENDITURES BY OBJECT SUMMARY:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Expenditures:										
1XX	Salaries & Wages	\$ 29,791	\$ 9,523	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
2XX	Benefits	9,140	4,800	-	-	-	-	-	-	n/a
3XX	Supplies	4,336	6,818	-	5,000	5,000	-	-	(5,000)	-100.0%
4XX	Services and Charges	105,742	193,630	-	-	-	500,000	350,000	500,000	n/a
6XX	Capital Outlay	773,601	575,689	1,400,000	1,400,000	1,400,000	1,567,000	1,167,000	167,000	11.9%
0XX	Other Financing Use	-	225,307	-	-	-	250,000	250,000	250,000	n/a
Total Expenditures:		\$ 922,610	\$ 1,015,766	\$ 1,400,000	\$ 1,405,000	\$ 1,405,000	\$ 2,317,000	\$ 1,767,000	\$ 912,000	64.9%

Other Financing Use is comprised of \$200,000 in 2021/2022 to Street Fund, and \$50,000 & \$50,000 in 2021/2022 respectively to the Arterial Street Fund.

306: CAPITAL PROJECT FUND – TRANSPORTATION SYSTEMS**PURPOSE/DESCRIPTION:**

This Capital Project Fund represents improvements to existing traffic signals and new signalization, major roadways and arterials involving the design and construction of new sections of streets, the widening of roadways to provide additional vehicle lanes, the installation of sidewalks and landscaping. The major source of revenue for this Fund is grants from other agencies and contributions from other funds. The adopted budgets are \$11,176,972 and \$7,773,566 in 2021 and 2022, respectively, and are allocated to the following projects:

2021 Adopted Projects	Sources (in thousands)								Expenses (in thousands)	
	REET	Fuel Tax	Grants	Mitig/Tr Imp Fees	LIFT	Misc / Trsfrs	Prior Year's Sources	Total Sources	Constr Prj.	Total Expenses
SR 99 HOV Lanes PH V	112	-	-	-	-	-	-	112	112	112
SR 509: SW 312th St - 21st Ave SW SRTS Project	-	-	1,660	-	-	200	-	1,860	1,800	1,800
City Center Access Phase I - Environmental process update	-	-	-	-	500	-	-	500	500	500
Street Light LED Conversion	-	-	-	-	-	-	160	160	160	160
Variable Lane Use Control Signs	-	-	202	-	-	-	-	202	202	202
SW 320th - 11th Ave SW to 3rd Place SW Preservation Project	-	-	518	-	-	407	-	925	925	925
SW 356th - 15th Ave SW to 4th Ave SW Preservation Project	33	-	810	-	-	491	-	1,334	1,334	1,334
47th Ave SW and SW Dash Point Road Compact Roundabout	-	-	550	-	-	-	-	550	550	550
City Wide Safety - Horizontal Curve Improvements	-	-	400	-	-	-	-	400	400	400
16th Ave Trail - S 308th Street to S 288th Street	115	-	750	-	-	-	-	865	865	865
Citywide Greenway Plan Pedestrian and Bicycle Improvements	-	200	-	-	-	-	-	200	200	200
Sound Transit	-	-	-	1,450	-	-	-	1,450	1,450	1,450
S 314th St Improvement	-	-	125	-	-	-	-	125	125	125
SR 99 @ S 373rd St Roundabout w/Median Control	-	-	-	340	-	-	-	340	340	340
21st Ave S @ 320th St Traffic Signal	-	-	-	-	100	-	-	100	100	100
Citywide ADA Retrofit	-	-	-	200	200	-	-	400	400	400
S 356th St. - 1st Ave S - SR 99	-	-	-	200	-	-	-	200	200	200
SW 344th St. @ 27th Ave SW Compact Roundabout	15	-	35	-	-	-	-	50	50	50
Adaptive Traffic Signal Control System - City Center Stage 2-Detection Upgrade	75	-	-	-	-	-	-	75	75	75
Citywide Pedestrian Safety System Improvements	-	32	28	-	-	-	-	60	60	60
Citywide RRFB Upgrades	-	50	90	-	-	-	-	140	140	140
Military Rd S: S 320th St - SR 18 Preservation Project	-	-	-	-	-	50	-	50	-	-
S 288th St - Pac Hwy S. to 34th Ave S Bike & Ped Improvements	-	-	-	200	-	-	-	200	200	200
Fiber Optic Network Loop - 317th to S 272nd	-	-	-	2,600	-	-	-	2,600	100	100
Joint Operations & Maintenance Facility	-	-	-	-	-	250	-	250	250	250
Total 2021	\$ 350	\$282	\$ 5,168	\$4,990	\$800	\$1,398	\$ 160	\$13,148	\$10,538	\$ 10,538

306: CAPITAL PROJECT FUND – TRANSPORTATION SYSTEMS (Continued)

2022 Adopted Projects	Sources (in thousands)								Expenses (in thousands)	
	REET	Fuel Tax	Grants	Mitig/Tr Imp Fees	LIFT	Misc / Trsfrs	Prior Year's Sources	Total Sources	Constr Prj.	Total Expenses
16th Ave Trail - S 308th Street to S 288th Street	-	-	1,385	-	-	-	-	1,385	1,385	1,385
Citywide Greenway Plan Pedestrian and Bicycle Improvements	-	200	-	-	-	-	-	200	200	200
Sound Transit	-	-	-	1,230	-	-	-	1,230	1,230	1,230
SR 99 @ S 373rd St Roundabout w/Median Control	-	-	300	30	-	-	-	330	330	330
21st Ave S @ 320th St Traffic Signal	-	-	730	-	205	-	-	935	935	935
S 356th St. - 1st Ave S - SR 99	-	-	-	100	-	-	-	100	100	100
SW 344th St. @ 27th Ave SW Compact Roundabout	-	-	100	-	-	-	-	100	100	100
Adaptive Traffic Signal Control System - City Center Stage 2-Detection Upgrade	-	-	-	-	-	-	-	-	600	600
Citywide Pedestrian Safety System Improvements	-	-	100	-	-	-	-	100	100	100
Citywide RRFB Upgrades	-	270	420	-	-	-	-	690	690	690
Military Rd S: S 320th St - SR 18 Preservation Project	-	-	-	-	-	-	-	-	50	50
SW King County Regional Trail Plan	-	50	-	-	-	-	-	50	50	50
S 288th St - Pac Hwy S. to 34th Ave S Bike & Ped Improvements	-	-	-	200	-	-	-	200	200	200
Fiber Optic Network Loop - 317th to S 272nd	-	-	-	-	-	-	-	-	900	900
Joint Operations & Maintenance Facility	-	-	-	-	-	250	-	250	250	250
Total 2022	\$ -	\$520	\$ 3,035	\$1,560	\$205	\$ 250	\$ -	\$ 5,570	\$ 7,120	\$ 7,120

*The remaining difference of \$439K & \$454K in 2021/2022 respectively is due to salaries and wages of employees charged directly to the 306 Transportation CIP Fund

The following presents sources and uses summary and expenditure by object summary of the Capital Project Fund – Transportation Systems.

SOURCES AND USES:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
33X	Intergovernmental	\$ 4,848,053	\$ 3,421,265	\$ 2,653,000	\$ 2,653,000	\$ 2,653,000	\$ 5,450,000	\$ 3,555,000	\$ 2,797,000	105.4%
34X	Charges for Services	2,693,210	1,545,744	500,000	1,782,637	1,782,637	4,990,000	1,560,000	3,207,363	179.9%
36X	Miscellaneous	84,907	139,075	-	-	-	250,000	250,000	250,000	n/a
39X	Other Financing Sources	3,060,277	2,032,459	1,613,000	2,238,000	2,238,000	2,298,000	205,000	60,000	2.7%
	Total Revenues:	\$ 10,686,447	\$ 7,138,543	\$ 4,766,000	\$ 6,673,637	\$ 6,673,637	\$ 12,988,000	\$ 5,570,000	\$ 6,314,363	94.6%
Expenditure Summary:										
6XX	Capital	\$ 11,398,534	\$ 11,013,217	\$ 4,666,000	\$ 7,315,149	\$ 7,315,149	\$ 10,976,972	\$ 7,573,566	\$ 3,661,823	50.1%
0XX	Transfers Out	402,656	150,000	-	45,000	45,000	200,000	200,000	\$ 155,000	344.4%
	Total Expenditures:	\$ 11,801,190	\$ 11,163,217	\$ 4,666,000	\$ 7,360,149	\$ 7,360,149	\$ 11,176,972	\$ 7,773,566	\$ 3,816,823	51.9%
	Rev Over/(Under) Exp	\$ (1,114,744)	\$ (4,024,674)	\$ 100,000	\$ (686,512)	\$ (686,512)	\$ 1,811,028	\$ (2,203,566)	\$ 2,497,540	-363.8%
	Beginning Fund Balance, 1/1	\$ 10,025,118	\$ 8,910,374	\$ 1,392,807	\$ 4,885,701	\$ 4,885,701	\$ 4,199,189	\$ 6,010,217	\$ (686,512)	-14.1%
	Ending Fund Balance, 12/31	\$ 8,910,374	\$ 4,885,700	\$ 1,492,807	\$ 4,199,189	\$ 4,199,189	\$ 6,010,217	\$ 3,806,651	\$ 1,811,028	43.1%

306: CAPITAL PROJECT FUND – TRANSPORTATION SYSTEMS (Continued)**EXPENDITURES BY OBJECT SUMMARY:**

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditures:</i>										
1XX	Salaries & Wages	\$ 327,588	\$ 474,635	\$ 428,349	\$ 818,110	\$ 818,110	\$ 1,768,095	\$ 1,558,671	\$ 949,985	116.1%
2XX	Benefits	117,017	161,593	71,651	71,651	71,651	120,876	124,895	49,226	68.7%
3XX	Supplies	4,444	31,204	-	-	-	-	-	-	n/a
4XX	Services and Charges	3,023,008	2,526,941	1,463,000	1,638,000	1,638,000	2,626,000	600,000	988,000	60.3%
5XX	Intergovernmental	76,789	60,618	-	-	-	-	-	-	n/a
6XX	Capital Outlay	7,849,689	7,758,225	2,703,000	4,787,388	4,787,388	6,462,000	5,290,000	1,674,612	35.0%
0XX	Other Financing Use	402,656	150,000	-	45,000	45,000	200,000	200,000	155,000	344.4%
Total Expenditures:		\$ 11,801,190	\$ 11,163,217	\$ 4,666,000	\$ 7,360,149	\$ 7,360,149	\$ 11,176,972	\$ 7,773,566	\$ 3,816,823	51.9%

Other Financing Use is comprised of \$200,000 in 2021/2022 to Street Fund.

307: CAPITAL PROJECTS RESERVE FUND

PURPOSE/DESCRIPTION:

The Capital Projects Reserve Fund was established to adopt a formal Fund Balance Reserve Policy. The City will maintain a reserve for the future general capital needs of the general buildings or other capital projects. Finance Director may transfer excess revenue over expenditures in the General Fund to this fund for future use of the City.

The following tables present a sources and uses summary of the Capital Projects Reserve Fund.

SOURCES AND USES:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
36X	Miscellaneous	\$ 4,911	\$ 7,416	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
	Total Revenues:	\$ 4,911	\$ 7,416	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
Expenditure Summary:										
307	Transfer Out to General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	100.0%
	Total Expenditures:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
	Rev Over/(Under) Exp	\$ 4,911	\$ 7,416	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
Beginning Fund Balance, 1/1		\$ 355,610	\$ 360,520	\$ 355,610	\$ 367,936	\$ 367,936	\$ 367,936	\$ 367,936	\$ -	0.0%
Ending Fund Balance, 12/31		\$ 360,520	\$ 367,936	\$ 355,610	\$ 367,936	\$ 367,936	\$ 367,936	\$ 367,936	\$ -	0.0%

308: PAEC CAPITAL PROJECTS FUND**PURPOSE/DESCRIPTION:**

The Performing Arts and Event Center Fund accounts for the receipt and disbursement related to capital project revenue received. The City adopted PAEC Capital Projects Fund to incorporate in the revised 2014 Budget.

The following tables present a sources and uses summary of the PAEC Capital Projects Fund. The project was substantially completed in 2018.

SOURCES AND USES:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
33X	Intergovernmental	\$ 80,440	\$ 813,789	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
36X	Miscellaneous	-	785	-	-	-	-	-	-	n/a
39X	Other Financing Sources	1,000,000	6,608,971	-	-	-	-	-	-	n/a
	Total Revenues:	\$ 1,080,440	\$ 7,423,546	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
Expenditure Summary:										
308	Performing Arts & Event Ctr	\$ 307,046	\$ 71,989	\$ -	\$ -	\$ -	\$ -	\$ -	-	n/a
	Total Expenditures:	\$ 307,046	\$ 71,989	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
	Rev Over/(Under) Exp	\$ 773,394	\$ 7,351,556	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
	Beginning Fund Balance, 1/1	\$ (8,124,951)	\$ (7,351,556)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
	Ending Fund Balance, 12/31	\$ (7,351,556)	\$ (0)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a

EXPENDITURES BY OBJECT SUMMARY:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Expenditures:										
3XX	Supplies	92,241	-	-	-	-	-	-	-	n/a
4XX	Services and Charges	33,811	19,687	-	-	-	-	-	-	n/a
6XX	Capital Outlay	180,994	52,302	-	-	-	-	-	-	n/a
Total Expenditures:		\$ 307,046	\$ 71,989	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a

401: SURFACE WATER MANAGEMENT FUND**PURPOSE/DESCRIPTION:**

The Surface Water Management (SWM) Fund was established to administer and account for all receipts and disbursements related to the City's surface and storm water management system. All service charges are deposited into this Fund for the purpose of paying all or any part of the cost and expense of maintaining and operating surface and storm water management facilities. The SWM Fund is further responsible for the comprehensive management of the City's natural and manmade surface water systems. This involves protecting developed and undeveloped properties from flooding, runoff and water quality problems while continuing to accommodate new residential and commercial growth. The SWM Fund also promotes the preservation of natural drainage systems, protection of fishery resources, and wildlife environment. The SWM Fund is organized into three supporting divisions: Engineering, Water Quality and Maintenance Services.

The following is a summary of the fund's major sources of revenue and primary areas of service.

PRIMARY REVENUE SOURCES

- Surface Water Management fees
- Interest earnings

PRIMARY EXPENDITURE SERVICES

- Design, construction and inspection of public surface water capital improvement projects
- Establish and update City surface water management codes and regulations
- Water Quality
- Maintenance program for current system

The City shall maintain an operating reserve within the Surface Water Utility Fund in an amount not less than 17 percent of operating expenses from the prior year. Any excess may transferred to the Capital Project Fund – SWM for future capital projects.

The following tables present a sources and uses summary of the divisions' budgets comprising the SWM Fund. Also included is expenditure by object summary.

SOURCES AND USES:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
33X	Intergovernmental	\$ 48,504	\$ 31,718	\$ 139,670	\$ 139,670	\$ 139,670	\$ -	\$ -	\$ (139,670)	-100.0%
34X	Charges for Services	4,172,341	4,370,049	4,047,198	4,289,712	4,289,712	5,938,201	4,927,775	1,648,489	38.4%
35X	Fines and Penalties	-	65,680	-	-	-	-	-	-	n/a
36X	Miscellaneous	45,906	78,923	3,000	3,000	3,000	3,000	3,000	-	0.0%
	Total Revenues:	\$ 4,266,752	\$ 4,546,370	\$ 4,189,868	\$ 4,432,382	\$ 4,432,382	\$ 5,941,201	\$ 4,930,775	\$ 1,508,819	34.0%
Expenditure Summary:										
620	Engineering	\$ 2,330,340	\$ 2,315,757	\$ 2,477,978	\$ 2,552,234	\$ 2,552,234	\$ 2,540,002	\$ 2,562,454	\$ (12,232)	-0.5%
630	Water Quality	340,016	330,212	430,588	407,061	407,061	491,122	495,260	84,060	20.7%
640	Maintenance	1,184,930	1,128,949	1,184,437	1,322,525	1,322,525	1,442,912	1,463,377	120,387	9.1%
650	Steel Lake Management	13,974	15,163	18,928	18,928	18,928	18,928	18,928	-	0.0%
660	North Lake Management	8,448	22,774	14,088	14,088	14,088	14,088	14,088	-	0.0%
680	Debt Service	98,042	97,081	98,042	1,922	1,922	1,922	1,922	-	0.0%
597	Trsfr Out - CIP Fund	-	-	-	533,487	533,487	993,068	1,560,000	459,581	86.1%
	Total Expenditures:	\$ 3,975,750	\$ 3,909,935	\$ 4,224,061	\$ 4,850,245	\$ 4,850,245	\$ 5,502,041	\$ 6,116,029	\$ 651,796	13.4%
	Rev Over/(Under) Exp	\$ 291,002	\$ 636,435	\$ (34,193)	\$ (417,863)	\$ (417,863)	\$ 439,160	\$ (1,185,254)	\$ 857,023	-205.1%
Beginning Fund Balance, 1/1		\$ 2,082,541	\$ 2,373,543	\$ 1,080,925	\$ 3,009,977	\$ 3,009,977	\$ 2,592,114	\$ 3,031,274	\$ (417,863)	-13.9%
Ending Fund Balance, 12/31		\$ 2,373,543	\$ 3,009,977	\$ 1,046,732	\$ 2,592,114	\$ 2,592,114	\$ 3,031,274	\$ 1,846,020	\$ 439,160	16.9%

401: SURFACE WATER MANAGEMENT FUND (continued)

EXPENDITURES BY OBJECT SUMMARY:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Expenditures:										
1XX	Salaries & Wages	\$ 1,592,497	\$ 1,567,811	\$ 1,761,811	\$ 1,761,811	\$ 1,761,811	\$ 2,033,656	\$ 2,088,664	\$ 271,845	15.4%
2XX	Benefits	599,523	599,632	602,250	602,250	602,250	629,709	646,157	27,460	4.6%
3XX	Supplies	127,946	159,793	98,845	115,195	115,195	164,595	135,195	49,400	42.9%
4XX	Services and Charges	413,610	432,438	601,096	765,107	765,107	690,988	695,988	(74,119)	-9.7%
5XX	Intergovernmental	329,042	238,193	277,422	285,878	285,878	286,650	286,650	772	0.3%
7XX	Debt Service-Principal	96,120	96,120	96,120	-	-	-	-	-	n/a
8XX	Debt Service-Interest	1,922	961	1,922	1,922	1,922	1,922	1,922	-	0.0%
9XX	Internal Services/Other	815,090	814,987	784,596	784,596	784,596	701,453	701,453	(83,143)	-10.6%
0XX	Other Financing Use	-	-	-	533,487	533,487	993,068	1,560,000	459,581	86.1%
Total Expenditures:		\$ 3,975,750	\$ 3,909,935	\$ 4,224,061	\$ 4,850,245	\$ 4,850,245	\$ 5,502,041	\$ 6,116,029	\$ 651,796	13.4%

402: DUMAS BAY CENTRE

PURPOSE/DESCRIPTION:

The Dumas Bay Centre Fund was established as an Enterprise Fund to specifically account for the revenues and expenses related to the acquisition, capital improvements, maintenance and operations of the City-owned Dumas Bay Centre Facility and Knutzen Family Theatre. The intent of the fund is to recover, primarily through user charges, the costs (expenses, including depreciation) of providing services to the general public on a continuing basis. The fund is accounted for in two distinct parts; the facilities, hotel, conference rooms and the kitchen as one part and the Knutzen Family Theatre as the second part.

The *Dumas Bay Centre* was purchased by the City during the summer of 1993 and upgrades and construction was completed in 1998. Facilities include approximately 12 acres of landscaped waterfront property, 78 bedrooms, a full-service kitchen and small to large meeting rooms and classrooms. Facility services include conference and retreat services, community rentals for events such as weddings and/or wedding receptions, performing arts activities, visual art gallery displays, special events, community education and recreation classes, and food services.

The *Knutzen Family Theatre* provides the community of Federal Way with a quality facility that presents accessible and affordable arts and cultural experiences in a unique and beautiful setting. The Knutzen Family Theatre offers a 234 seat performing arts facility, performance space for local artists and art organizations, production assistance for local arts organizations, performance and cultural arts events, cultural arts classes, technical theater classes, business and special events rentals.

The City shall maintain a minimum of \$1,500,000 in a reserve set aside for equipment replacement, major building upgrades, and roof replacement of the Center.

The following tables present sources and uses summary and expenditure by object summary of the Dumas Bay Centre Fund.

SOURCES AND USES:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
34X	Charges for Services	\$ 940	\$ 6,249	\$ 254	\$ 254	\$ 254	\$ 254	\$ 254	\$ -	0.0%
36X	Miscellaneous	885,453	919,668	764,997	359,407	359,407	784,897	834,897	425,490	118.4%
39X	Other Financing Sources	123,501	-	23,000	283,371	283,371	115,720	95,060	(167,651)	-59.2%
	Total Revenues:	\$ 1,009,894	\$ 925,917	\$ 788,251	\$ 643,032	\$ 643,032	\$ 900,871	\$ 930,211	\$ 257,839	40.1%
Expenditure Summary:										
101/102	Dumas Bay Centre	\$ 856,097	\$ 906,668	\$ 677,872	\$ 736,487	\$ 736,487	\$ 893,272	\$ 922,610	\$ 156,784	21.3%
352	Knutzen Family Theatre	77,345	3,888	7,600	7,600	7,600	7,600	7,600	-	0.0%
	Total Expenditures:	\$ 933,442	\$ 910,556	\$ 685,472	\$ 744,087	\$ 744,087	\$ 900,872	\$ 930,210	\$ 156,784	21.1%
	Rev Over/(Under) Exp	\$ 76,452	\$ 15,361	\$ 102,779	\$ (101,055)	\$ (101,055)	\$ (1)	\$ 1	\$ 101,055	-100.0%
	Beginning Fund Balance, 1/1	\$ 1,509,243	\$ 1,585,695	\$ 1,602,779	\$ 1,601,056	\$ 1,601,056	\$ 1,500,000	\$ 1,500,000	\$ (101,055)	-6.3%
	Ending Fund Balance, 12/31	\$ 1,585,695	\$ 1,601,056	\$ 1,705,557	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ (1)	0.0%

EXPENDITURE BY OBJECT SUMMARY:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Expenditures:										
1XX	Salaries & Wages	\$ 348,340	\$ 347,239	\$ 298,278	\$ 302,278	\$ 302,278	\$ 372,570	\$ 375,714	\$ 70,292	23.3%
2XX	Benefits	121,664	116,870	82,035	82,035	82,035	84,520	85,714	2,484	3.0%
3XX	Supplies	189,355	230,553	122,036	94,036	94,036	197,036	197,036	103,000	109.5%
4XX	Services and Charges	228,975	181,862	128,459	211,074	211,074	203,359	228,359	(7,715)	-3.7%
5XX	Intergovernmental	895	921	4,200	4,200	4,200	4,200	4,200	-	0.0%
9XX	Internal Services/Other	44,213	33,111	50,464	50,464	50,464	39,187	39,187	(11,277)	-22.3%
Total Expenditures:		\$ 933,442	\$ 910,556	\$ 685,472	\$ 744,087	\$ 744,087	\$ 900,872	\$ 930,210	\$ 156,784	21.1%

501: RISK MANAGEMENT FUND**PURPOSE/DESCRIPTION:**

The Risk Management Fund was established to account for the financial administration of the City's comprehensive risk management/self-insurance program. This Fund assures that the revenues and assets of the City are protected through an established risk control and risk finance program including risk management goals and objectives, a formalized risk assessment process and methodology for reviewing and monitoring of the effectiveness of the risk management program.

Risk management functions include property, casualty and general liability, and similar functions. Risk management also provides departments with information and assistance about recommended insurance requirements for various City contracts. Through the safety program, information is provided on how to reduce the risk of injury to employees, the general public and to City owned and leased property. This Fund is funded primarily through user charges allocated to the operating funds based upon the number of budgeted staff, department claims and auto and property premiums.

The City will maintain a reserve in an amount of not less than one year's expenditure from prior year or \$0.6 million.

The following tables present sources and uses summary and expenditure by object summary of the Risk Management Fund.

SOURCES AND USES:

SOURCE AND USES										
Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
34X	Charges for Services	\$ 1,035,343	\$ 1,103,040	\$ 1,103,040	\$ 1,103,040	\$ 1,103,040	\$ 1,103,040	\$ 1,103,040	\$ -	0.0%
36X	Miscellaneous	16,992	22,783	5,000	5,000	5,000	5,000	5,000	-	0.0%
37X	Proprietary Fund Revenues	112,798	112,162	58,000	58,000	58,000	88,000	88,000	30,000	51.7%
39X	Other Financing Sources	-	-	-	813,692	813,692	-	-	-	0.0%
	Total Revenues:	\$ 1,165,133	\$ 1,237,986	\$ 1,166,040	\$ 1,979,732	\$ 1,979,732	\$ 1,196,040	\$ 1,196,040	\$ 30,000	1.5%
Expenditure Summary:										
4XX	Insurance Premiums	\$ 502,280	\$ 505,945	\$ 554,049	\$ 846,538	\$ 846,538	\$ 907,334	\$ 940,794	60,796	7.2%
4XX	Claims	571,554	747,969	797,033	1,233,023	1,233,023	515,928	493,231	(717,095)	-58.2%
4XX	Services and Charges	69,410	77,021	102,850	52,700	52,700	52,250	52,250	(450)	-0.9%
0XX	Other Financing Use	-	-	-	150,000	150,000	-	-	-	0.0%
	Total Expenditures:	\$ 1,143,244	\$ 1,330,934	\$ 1,453,932	\$ 2,282,261	\$ 2,282,261	\$ 1,475,512	\$ 1,486,275	\$ (806,749)	-35.3%
	Rev Over/(Under) Exp	\$ 21,889	\$ (92,949)	\$ (287,892)	\$ (302,529)	\$ (302,529)	\$ (279,472)	\$ (290,235)	\$ 23,057	-7.6%
	Beginning Fund Balance, 1/1	\$ 1,573,589	\$ 1,595,478	\$ 912,108	\$ 1,502,529	\$ 1,502,529	\$ 1,200,000	\$ 920,528	\$ (302,529)	-20.1%
	Ending Fund Balance, 12/31	\$ 1,595,478	\$ 1,502,529	\$ 624,216	\$ 1,200,000	\$ 1,200,000	\$ 920,528	\$ 630,293	\$ (279,472)	-23.3%

EXPENDITURE BY OBJECT SUMMARY:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Expenditures:										
4XX	Services and Charges	1,143,244	1,330,934	1,453,932	2,132,261	2,132,261	1,475,512	1,486,275	(656,749)	-30.8%
0XX	Other Financing Use	-	-	-	150,000	150,000	-	-	(150,000)	-100.0%
Total Expenditures:		\$ 1,143,244	\$ 1,330,934	\$ 1,453,932	\$ 2,282,261	\$ 2,282,261	\$ 1,475,512	\$ 1,486,275	\$ (806,749)	-35.3%

502: INFORMATION TECHNOLOGY FUND

PURPOSE/DESCRIPTION:

The Information Technology Fund was established to account for all costs and services (study, design, purchase, implement, training, support, upgrade and replacement) associated with the City's information technology (PC, WKS, LAN, WAN, phone, radio, hardware and software). This fund also supports systems and provides services for: the City's Geographical Information Systems (GIS) needs (data collection and maintenance, map productions, data analysis, and development of user friendly GIS applications); World Wide Web (WWW) presence and services such as Internet, Intranet, File Transfer Protocol (FTP), and Simple Mail Transfer Protocol (SMTP); City's electronic Document Management Imaging and Archiving Systems (DMS) implementation and coordination; City's TV broadcast channel programming, systems maintenance and broadcasting (FWTV 21); and cable franchise agreements monitoring and cable customers complaint and service needs.

Information Technology costs are allocated to departments and/or programs based on usage by department and through a per FTE employee basis.

The City will maintain adequate reserves for replacement for capital and shall be funded through department charges and other revenues sufficient to replace both hardware and software at the end of their useful life.

The following tables present sources and uses summary and expenditure by object summary of the Information Technology Fund.

SOURCES AND USES:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
33X	Intergovernmental	\$ 235,471	\$ 20,901	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
34X	Charges for Services	2,147,817	2,231,803	2,246,053	2,431,108	2,431,108	2,750,180	2,691,687	319,072	13.1%
36X	Miscellaneous	42,696	44,821	19,000	19,000	19,000	179,000	29,000	160,000	842.1%
39X	Other Financing Sources	-	-	-	-	-	-	-	-	n/a
	Total Revenues:	\$ 2,425,984	\$ 2,297,525	\$ 2,265,053	\$ 2,450,108	\$ 2,450,108	\$ 2,929,180	\$ 2,720,687	\$ 479,072	19.6%
Expenditure Summary:										
512-XX	Court	\$ 82,067	\$ 86,449	\$ 92,936	\$ 92,936	\$ 92,936	\$ 94,111	\$ 94,111	\$ 1,176	1.3%
518-88	Data Processing	747,009	807,233	624,946	823,613	823,613	1,349,078	1,170,142	525,466	63.8%
518-95	Government Access Channel	137,519	91,920	128,992	128,992	128,992	127,571	127,571	(1,420)	-1.1%
521-XX	Police and Safecity	917,469	884,780	883,441	1,010,244	1,010,244	806,374	812,465	(203,870)	-20.2%
518-91	Telecommunications	132,963	140,427	147,573	197,573	197,573	202,461	202,461	4,888	2.5%
518-93	WiFi	9,532	5,472	8,700	8,700	8,700	8,700	8,700	-	0.0%
518-94	Geographic Information Systems	266,166	315,881	266,543	266,543	266,543	287,355	292,158	20,813	7.8%
	Total Expenditures:	\$ 2,292,725	\$ 2,332,162	\$ 2,153,130	\$ 2,528,600	\$ 2,528,600	\$ 2,875,652	\$ 2,707,608	\$ 347,052	13.7%
	Rev Over/(Under) Exp	\$ 133,259	\$ (34,636)	\$ 111,923	\$ (78,492)	\$ (78,492)	\$ 53,528	\$ 13,079	\$ 132,020	-168.2%
	Beginning Fund Balance, 1/1	\$ 3,620,350	\$ 3,753,608	\$ 3,491,379	\$ 3,718,972	\$ 3,718,972	\$ 3,640,480	\$ 3,694,008	\$ (78,492)	-2.1%
	Ending Fund Balance, 12/31	\$ 3,753,608	\$ 3,718,972	\$ 3,603,302	\$ 3,640,480	\$ 3,640,480	\$ 3,694,008	\$ 3,707,088	\$ 53,528	1.5%

EXPENDITURE BY OBJECT SUMMARY:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Expenditures:										
1XX	Salaries & Wages	\$ 661,830	\$ 667,071	\$ 653,612	\$ 754,167	\$ 754,167	\$ 867,591	\$ 813,886	\$ 113,424	15.0%
2XX	Benefits	240,776	243,884	233,955	233,955	233,955	280,176	282,565	46,221	19.8%
3XX	Supplies	41,075	19,107	44,406	52,518	52,518	44,406	44,406	(8,112)	-15.4%
4XX	Services and Charges	646,194	754,076	747,679	829,679	829,679	1,106,404	1,107,904	276,725	33.4%
5XX	Intergovernmental	135,213	142,109	134,278	156,778	156,778	156,778	156,778	-	0.0%
6XX	Capital Outlay	567,637	505,914	339,200	501,503	501,503	420,297	302,069	(81,206)	-16.2%
Total Expenditures:		\$ 2,292,725	\$ 2,332,162	\$ 2,153,130	\$ 2,528,600	\$ 2,528,600	\$ 2,875,652	\$ 2,707,608	\$ 347,052	13.7%

503: MAIL AND DUPLICATION SERVICES FUND**PURPOSE/DESCRIPTION:**

The Mail and Duplication Fund was established to account for duplication and postage for all City departments. All costs associated with providing these services, including the accumulation of replacement reserves, shall be a cost of this Fund. Mail and duplication user charges are allocated to the operating funds based on copier and postage usage and through a per FTE employee basis.

The City will maintain an adequate reserve fund to replace copy and mailing equipment.

The following tables present sources and uses summary and expenditure by object summary of the Mail and Duplication Services Fund.

SOURCES AND USES:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
34X	Charges for Services	\$ 171,505	\$ 142,963	\$ 135,947	\$ 135,947	\$ 135,947	\$ 135,947	\$ 135,947	\$ -	0.0%
36X	Miscellaneous	2,213	3,210	-	-	-	-	-	-	n/a
	Total Revenues:	\$ 173,718	\$ 146,173	\$ 135,947	\$ 135,947	\$ 135,947	\$ 135,947	\$ 135,947	\$ -	0.0%
Expenditure Summary:										
503	Mail and Duplications	\$ 151,353	\$ 127,872	\$ 148,152	\$ 148,152	\$ 148,152	\$ 126,892	\$ 185,007	\$ (21,260)	-14.4%
	Total Expenditures:	\$ 151,353	\$ 127,872	\$ 148,152	\$ 148,152	\$ 148,152	\$ 126,892	\$ 185,007	\$ (21,260)	-14.4%
	Rev Over/(Under) Exp	\$ 22,365	\$ 18,301	\$ (12,205)	\$ (12,205)	\$ (12,205)	\$ 9,055	\$ (49,060)	\$ 21,260	-174.2%
	Beginning Fund Balance, 1/1	\$ 176,703	\$ 199,068	\$ 162,988	\$ 217,369	\$ 217,369	\$ 205,164	\$ 214,219	\$ (12,205)	-5.6%
	Ending Fund Balance, 12/31	\$ 199,068	\$ 217,369	\$ 150,783	\$ 205,164	\$ 205,164	\$ 214,219	\$ 165,159	\$ 9,055	4.4%

EXPENDITURE BY OBJECT SUMMARY:

Code	Item	2018	2019	2020			2021	2022	21 Adopted - 20 Adj	
		Actual	Actual	Adopted	Adjusted	Projected	Adopted	Adopted	\$ Chg	% Chg
Expenditures:										
3XX	Supplies	\$ 17,571	\$ 18,758	\$ 21,650	\$ 21,650	\$ 21,650	\$ 21,650	\$ 21,650	\$ -	0.0%
4XX	Services and Charges	97,158	80,216	89,851	89,851	89,851	89,851	89,851	-	0.0%
6XX	Capital Outlay	36,625	28,898	36,651	36,651	36,651	15,391	73,506	(21,260)	-58.0%
Total Expenditures:		\$ 151,353	\$ 127,872	\$ 148,152	\$ 148,152	\$ 148,152	\$ 126,892	\$ 185,007	\$ (21,260)	-14.4%

504: FLEET AND EQUIPMENT FUND

PURPOSE/DESCRIPTION:

The Fleet and Equipment Fund was established to account for all costs associated with operating, maintaining and replacing the City's owned vehicles and other motorized equipment. This Fund shall own and depreciate all fund assets of this nature. Fleet and equipment user charges are allocated to the operating funds based on amount of equipment in a given department.

The City will maintain Fleet and Equipment Fund adequately to fund replacement of vehicles and other equipment at their scheduled replacement time.

The following tables present sources and uses summary and expenditure by object summary of the Fleet and Equipment Fund.

SOURCES AND USES:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
34X	Charges for Services	\$ 1,945,220	\$ 2,167,706	\$ 2,220,329	\$ 2,220,329	\$ 2,220,329	\$ 2,220,329	\$ 2,220,329	\$ -	0.0%
36X	Miscellaneous	79,294	96,124	80,315	80,315	80,315	80,315	80,315	-	0.0%
39X	Other Financing Sources	15,396	36,429	-	105,000	105,000	545,500	-	440,500	419.5%
	Total Revenues:	\$ 2,039,910	\$ 2,300,260	\$ 2,300,644	\$ 2,405,644	\$ 2,405,644	\$ 2,846,144	\$ 2,300,644	\$ 440,500	18.3%
Expenditure Summary:										
548	City Hall	\$ 362,551	\$ 843,775	\$ 904,824	\$ 1,551,976	\$ 1,551,976	\$ 1,612,984	\$ 562,732	\$ 61,008	3.9%
521	Police	1,120,632	1,275,854	821,169	1,147,465	1,147,465	1,516,120	1,357,169	368,655	32.1%
	Total Expenditures:	\$ 1,483,183	\$ 2,119,629	\$ 1,725,993	\$ 2,699,441	\$ 2,699,441	\$ 3,129,104	\$ 1,919,901	\$ 429,663	15.9%
	Rev Over/(Under) Exp	\$ 556,727	\$ 180,631	\$ 574,651	\$ (293,797)	\$ (293,797)	\$ (282,960)	\$ 380,743	\$ 10,837	-3.7%
Beginning Fund Balance, 1/1		\$ 7,071,466	\$ 7,628,193	\$ 8,843,269	\$ 7,808,824	\$ 7,808,824	\$ 7,515,027	\$ 7,232,067	\$ (293,797)	-3.8%
Ending Fund Balance, 12/31		\$ 7,628,193	\$ 7,808,824	\$ 9,417,920	\$ 7,515,027	\$ 7,515,027	\$ 7,232,067	\$ 7,612,809	\$ (282,960)	-3.8%

EXPENDITURE BY OBJECT SUMMARY:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditures:</i>										
1XX	Salaries & Wages	\$ 33,779	\$ 57,593	\$ 49,440	\$ 49,440	\$ 49,440	\$ 62,364	\$ 65,172	\$ 12,924	26.1%
2XX	Benefits	18,367	36,283	18,787	18,787	18,787	23,698	24,765	4,911	26.1%
3XX	Supplies	454,686	477,434	524,597	524,597	524,597	524,597	524,597	-	0.0%
4XX	Services and Charges	374,878	480,820	342,302	342,302	342,302	342,302	342,302	-	0.0%
5XX	Intergovernmental	565	287	350	350	350	350	350	-	0.0%
6XX	Capital Outlay	600,910	1,067,211	788,712	1,762,160	1,762,160	2,175,793	962,715	413,633	23.5%
9XX	Internal Services/Other	-	-	1,805	1,805	1,805	-	-	(1,805)	-100.0%
Total Expenditures:		\$ 1,483,183	\$ 2,119,629	\$ 1,725,993	\$ 2,699,441	\$ 2,699,441	\$ 3,129,104	\$ 1,919,901	\$ 429,663	15.9%

See page F-2 for a listing of funded equipment.

505: BUILDING AND FURNISHINGS FUND**PURPOSE/DESCRIPTION:**

The Building and Furnishings Fund was established to account for all costs associated with the maintenance and operation of City Hall, Evidence Building, and Steel Lake Maintenance Facility. Maintenance/operation costs and replacement reserves are charged to this fund which is funded primarily through user fees allocated to the operating funds based upon the square footage of departments using the facility.

The City will maintain a reserve of not less than \$2 million for replacement of equipment and major upgrades to the city buildings other than Community Center and Dumas Bay Center.

The following tables present sources and uses summary and expenditure by object summary of the Building and Furnishings Fund.

SOURCES AND USES:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
34X	Charges for Services	\$ 489,696	\$ 507,696	\$ 489,696	\$ 489,696	\$ 489,696	\$ 489,696	\$ 489,696	\$ -	0.0%
36X	Miscellaneous	62,406	53,325	659	659	659	659	659	-	0.0%
39X	Other Financing Sources	500,000	-	-	-	-	-	-	-	n/a
	Total Revenues:	\$ 1,052,102	\$ 561,021	\$ 490,355	\$ 490,355	\$ 490,355	\$ 490,355	\$ 490,355	\$ -	0.0%
Expenditure Summary:										
521-XX	Police	\$ 2,615	\$ 661	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
518-3X	City Hall	385,272	444,270	367,059	584,059	584,059	463,521	465,505	(120,538)	-20.6%
576-80	Shop	133,785	159,077	110,699	110,699	110,699	118,548	122,837	7,849	7.1%
576-81	Annex	2,970	3,545	5,330	5,330	5,330	5,624	5,785	295	5.5%
597-80	Transfer Out	-	-	-	-	-	562,414	-	562,414	n/a
	Total Expenditures:	\$ 524,642	\$ 607,554	\$ 483,088	\$ 700,088	\$ 700,088	\$ 1,150,108	\$ 594,127	\$ 450,020	64.3%
	Rev Over/(Under) Exp	\$ 527,460	\$ (46,532)	\$ 7,267	\$ (209,733)	\$ (209,733)	\$ (659,753)	\$ (103,772)	\$ (450,020)	214.6%
Beginning Fund Balance, 1/1		\$ 2,492,330	\$ 3,019,790	\$ 2,504,464	\$ 2,973,258	\$ 2,973,258	\$ 2,763,525	\$ 2,103,772	\$ (209,733)	-7.1%
Ending Fund Balance, 12/31		\$ 3,019,790	\$ 2,973,258	\$ 2,511,731	\$ 2,763,525	\$ 2,763,525	\$ 2,103,772	\$ 2,000,000	\$ (659,753)	-23.9%

EXPENDITURE BY OBJECT SUMMARY:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
<i>Expenditures:</i>										
1XX	Salaries & Wages	\$ 85,112	\$ 98,936	\$ 82,026	\$ 82,026	\$ 82,026	\$ 161,346	\$ 166,008	\$ 79,320	96.7%
2XX	Benefits	52,913	51,677	31,170	31,170	31,170	61,311	63,083	30,141	96.7%
3XX	Supplies	36,697	51,386	28,809	28,809	28,809	28,809	28,809	-	0.0%
4XX	Services and Charges	349,920	405,410	336,227	553,227	553,227	336,227	336,227	(217,000)	-39.2%
5XX	Intergovernmental	-	144	-	-	-	-	-	-	n/a
9XX	Internal Services/Other	-	-	4,856	4,856	4,856	-	-	(4,856)	-100.0%
0XX	Other Financing Use	-	-	-	-	-	562,414	-	562,414	100.0%
Total Expenditures:		\$ 524,642	\$ 607,554	\$ 483,088	\$ 700,088	\$ 700,088	\$ 1,150,108	\$ 594,127	\$ 450,020	64.3%

506: HEALTH INSURANCE FUND

PURPOSE/DESCRIPTION:

The Health Insurance Fund was established to account for all costs associated with the self-insured medical and prescription plan for the City employees and COBRA participants.

The City will maintain a reserve in an amount of not less than 16 weeks of budgeted expenses as recommended by our consultant.

The following tables present sources and uses summary and expenditure by object summary of the Health Insurance Fund.

SOURCES AND USES:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
34X	Charges for Services	\$ 4,515,537	\$ 4,649,959	\$ 4,556,000	\$ 4,556,000	\$ 4,556,000	\$ 4,727,241	\$ 4,556,000	\$ 171,241	3.8%
36X	Miscellaneous	31,992	50,753	10,800	10,800	10,800	10,800	10,800	-	0.0%
37X	Proprietary Fund Revenues	482,308	281,299	400,000	400,000	400,000	400,000	400,000	-	0.0%
	Total Operating Revenues:	\$ 5,029,837	\$ 4,982,011	\$ 4,966,800	\$ 4,966,800	\$ 4,966,800	\$ 5,138,041	\$ 4,966,800	\$ 171,241	3.4%
Expenditure Summary:										
550	Self Health Insurance	\$ 4,639,743	\$ 4,264,644	\$ 5,256,726	\$ 5,256,726	\$ 5,256,726	\$ 5,427,967	\$ 5,256,726	\$ 171,241	3.3%
	Total Operating Expenditures:	\$ 4,639,743	\$ 4,264,644	\$ 5,256,726	\$ 5,256,726	\$ 5,256,726	\$ 5,427,967	\$ 5,256,726	\$ 171,241	3.3%
	Oper Rev Over/(Under) Exp	\$ 390,094	\$ 717,367	\$ (289,926)	\$ (289,926)	\$ (289,926)	\$ (289,926)	\$ (289,926)	\$ -	0.0%
Beginning Fund Balance, 1/1		\$ 2,550,138	\$ 2,940,231	\$ 1,191,887	\$ 3,657,598	\$ 3,657,598	\$ 3,367,672	\$ 3,077,746	\$ (289,926)	-7.9%
Ending Fund Balance, 12/31		\$ 2,940,231	\$ 3,657,598	\$ 901,961	\$ 3,367,672	\$ 3,367,672	\$ 3,077,746	\$ 2,787,820	\$ (289,926)	-8.6%

EXPENDITURE BY OBJECT SUMMARY:

Code	Item	2018	2019	2020			2021	2022	21 Adopted - 20 Adj	
		Actual	Actual	Adopted	Adjusted	Projected	Adopted	Adopted	\$ Chg	% Chg
Expenditures:										
4XX	Services and Charges	\$ 4,638,124	\$ 4,263,033	\$ 5,226,726	\$ 5,226,726	\$ 5,226,726	\$ 5,397,967	\$ 5,226,726	171,241	3%
5XX	Intergovernmental	1,620	1,611	30,000	30,000	30,000	30,000	30,000	-	0%
Total Expenditures:		\$ 4,639,743	\$ 4,264,644	\$ 5,256,726	\$ 5,256,726	\$ 5,256,726	\$ 5,427,967	\$ 5,256,726	\$ 171,241	3.3%

507: UNEMPLOYMENT INSURANCE FUND**PURPOSE/DESCRIPTION:**

The Unemployment Insurance Fund was established to account for all costs associated with the self-insured unemployment plan for the City employees.

The City will maintain a reserve in an amount not less than \$250,000 or annual unemployment expenses.

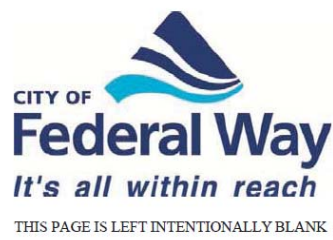
The following tables present sources and uses summary and expenditure by object summary of the Unemployment Insurance Fund.

SOURCES AND USES:

Code	Item	2018 Actual	2019 Actual	2020			2021 Adopted	2022 Adopted	21 Adopted - 20 Adj	
				Adopted	Adjusted	Projected			\$ Chg	% Chg
Revenue Summary:										
34X	Charges for Services	\$ 34	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
36X	Miscellaneous	3,757	4,219	5,000	5,000	5,000	5,299	6,000	299	6.0%
	Total Revenues:	\$ 3,792	\$ 4,219	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,299	\$ 6,000	\$ 299	6.0%
Expenditure Summary:										
507	Unemployment Insurance	\$ 84,004	\$ 9,634	\$ 20,000	\$ 20,000	\$ 20,000	\$ 10,000	\$ 10,000	\$ (10,000)	-50.0%
	Total Expenditures:	\$ 84,004	\$ 9,634	\$ 20,000	\$ 20,000	\$ 20,000	\$ 10,000	\$ 10,000	\$ (10,000)	-50.0%
	Rev Over/(Under) Exp	\$ (80,212)	\$ (5,415)	\$ (15,000)	\$ (15,000)	\$ (15,000)	\$ (4,701)	\$ (4,000)	\$ 10,299	-68.7%
Beginning Fund Balance, 1/1		\$ 359,328	\$ 279,116	\$ 265,328	\$ 273,701	\$ 273,701	\$ 258,701	\$ 254,000	\$ (15,000)	-5.5%
Ending Fund Balance, 12/31		\$ 279,116	\$ 273,701	\$ 250,328	\$ 258,701	\$ 258,701	\$ 254,000	\$ 250,000	\$ (4,701)	-1.8%

EXPENDITURE BY OBJECT SUMMARY:

Code	Item	2018	2019	2020			2021	2022	21 Adopted - 20 Adj	
		Actual	Actual	Adopted	Adjusted	Projected	Adopted	Adopted	\$ Chg	% Chg
Expenditures:										
4XX	Services and Charges	\$ 84,004	\$ 9,634	\$ 20,000	\$ 20,000	\$ 20,000	\$ 10,000	\$ 10,000	(10,000)	-50%
Total Expenditures:		\$ 84,004	\$ 9,634	\$ 20,000	\$ 20,000	\$ 20,000	\$ 10,000	\$ 10,000	\$ (10,000)	-50.0%



I. Overview

The Capital Investment Plan (CIP) presents current and planned public improvements that are considered as the most important within the six-year planning horizon. Project costs are appropriated up to and include 2020. Project costs and the allocation of future resources beyond the current 2021-2022 biennium are adopted as an integral part of the plan and will be reviewed and updated during each subsequent biennium.

CIP Programs

The Federal Way CIP projects are organized into three program areas: Parks System; Surface Water Management System; and Transportation System.

Definition

The City defines a CIP Project to be any project that possesses all of the following characteristics:

- ♦ Exceeds an estimated cost of \$25,000;
- ♦ Involves new physical construction, reconstruction, replacement of an existing system or acquisition of land or structures; and
- ♦ Is funded by the City, in whole or in part, or involves no City funds but is the City's responsibility for implementation, such as a 100% grant-funded project.

The project budget is an estimate of the resources required to take a project from beginning to completion. The continuation of fully funded projects while affects the work load, are not repeated in the Plan document.

Maintenance and Operating Impact

In addition to providing estimated capital costs, staff is also required to assess estimated maintenance and operating (M&O) expenditures. It is the City's policy that Capital Projects will not be funded without the funding for ongoing M&O also being identified. M&O costs are incorporated into operating budget when the construction funding is approved and the implementation of the project is ascertained.

II. CAPITAL FINANCING SOURCES

Federal Way relies on a variety of sources for financing capital investments.

1. General Fund Savings – The savings occur when revenue collection exceeds budget projection and/or city expenditures are less than the amount budgeted. Based on the tight operating budget the City does not anticipate using this source to fund capital projects.
2. Voter-Approved Bonds – This is one of the most common methods of financing capital improvements for local municipal government, also known as Unlimited Tax General Obligation Bonds. Super-majority voter approval is required within the local government; local government is obligated to levy excess property taxes in order to repay the Voter-Approved Bonds. Debt capacity is the City's constitutional and statutory debt limit. The City has \$150 million in non-voted bond capacity; \$120 million in voter-approved general purpose bond capacity; and \$299 million in voter-approved open space and park bond capacity as of December 31, 2019.
3. Utility Tax – The City levies a 7.75% utility tax to fund the CIP projects and associated M&O, Police and Community Safety Improvement projects and General Fund ongoing operations. The City does not plan on using this source in 2021/2022 for capital projects.
4. REET – The City receives a 0.5% Real Estate Excise Tax from real estate transactions in the city. This revenue is restricted by law and can only be used for capital projects that are identified in the city's Capital Investment Plan.

Currently REET revenue is budgeted at \$3.6 million per year.

REET collections projected in 2021-2022 is allocated as follows:

- Federal Way Community Center Debt Service – \$817K in 2021 and \$820K in 2022;

- Target Property Debt Service – \$715K in 2021 and \$640K in 2022;
- PAEC Debt Service – \$553K in 2021 and \$554K in 2022;
- SCORE Debt Service – \$525K in 2021 and \$526K in 2022;
- Transportation CIP - \$0.35M in 2021.
- Arterial Street Overlay - \$1.0M per year in 2021 and 2022.

5. Grants –Federal Way is actively pursuing grants and has been successful in many. These include grants from federal, state, county level, and other public/private donations. During 1992 – 2020 grants provided approximately 60% of Transportation Project funding to improve the capacity or traffic flow of major corridors in the region. To a lesser degree, grants are also available for parks, facility improvements, and surface water projects.
6. Mitigation/Traffic Impact Fee –The City currently collects impact fees based on the State Environmental Protection Act (SEPA) for parks and surface water management systems. This revenue source is collected and restricted for specific areas to mitigate the cumulative impacts of new growth and development in the City. Beginning July 1, 2010 the impact fee for transportation changed from SEPA based to Growth Management Act (GMA) based. This change allows for better predictability to developers in development costs and more flexibility for the City on the location and types of projects that can be funded by the fees collected.

The mitigation fee has not contributed significantly in past capital investments.

7. User Fee – This revenue source is defined as a payment of a fee for receiving public services by the person benefiting from those services. Currently only the Surface Water Utility generates sufficient user fees to support its capital program needs.

III. PLANNED INVESTMENTS

The projected investment programs for the next six years total \$237.3 million, consists of: \$214.2 million in transportation/street overlay projects (of which \$115.3 million is unfunded), \$0.6 million in Parks Projects, and \$22.5 million in Surface Water projects (of which \$8.2 million is unfunded).

Project Prioritization

With limited existing revenue streams, the City Council established the following funding priorities for these projects. The top priority is given to those projects leveraging local resources with substantial grants.

Under this priority, the transportation projects are further refined by those projects required in the near future to meet the mandate of the Growth Management Act, or those projects that will be needed to meet the mandate in the future. The last priority are those local projects that do not compete well for regional and federal grants.

Leveraging local funds is also the top priority for parks/open space projects. Neighborhood parks followed by community-wide or regional parks are the next priority.

Surface Water Management projects are prioritized primarily by the importance of the project to insure property and community safety.

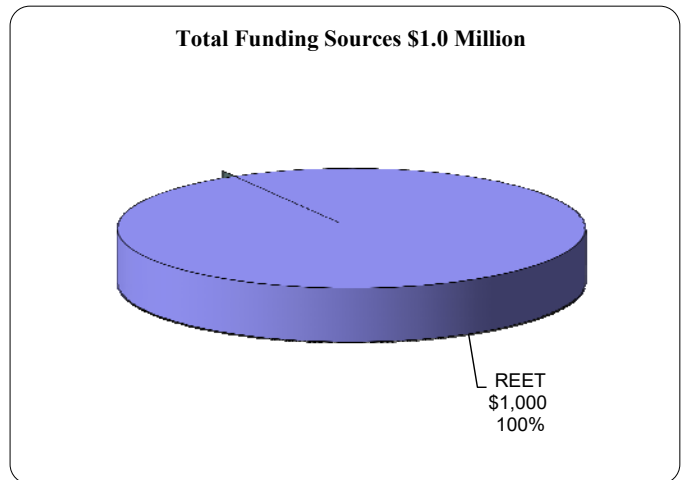
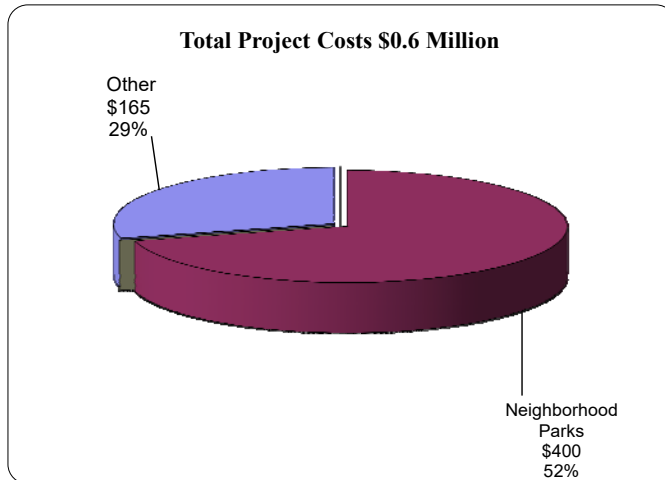
IV. 2021/22 FUNDING RECOMMENDATION

The Adopted Capital Funding Plan totals \$27.5 million in 2021/22.

- a. Implement \$0.56M in Parks improvements by using funding already within the Parks CIP fund to fund the 2021/2022 projects.
- b. Implement \$3.1M in Surface Water Management improvements by using \$2.6M in user fees from prior years combined with \$0.5M in grants in 2019/20.
- c. Implement \$23.8M in Transportation improvements & Arterial Street Overlay by providing funding in 2021/22 totaling \$23.8M including \$2.4 million REET; \$1.7 million fuel tax; \$10.9 million in grants anticipated/received, \$3.9 million in Mitigation/Traffic Impact funds anticipated/received, and \$3.1 million from utility solid waste utility tax, \$0.9 million from arterial street overlay fuel tax, \$1.0 million in LIFT sales tax.

6-YEAR CAPITAL IMPROVEMENT PLAN - PARKS

(dollars in thousands)



Funding Sources By Year		L-T-D Thru 2020	Adopted		Planned				Total
			2021	2022	2023	2024	2025	2026	
Real Estate Excise Tax		\$ 500	\$ -	\$ -	\$ 150	\$ 150	\$ 100	\$ 100	\$ 1,000
Subtotal City Sources		\$ 500	\$ -	\$ -	\$ 150	\$ 150	\$ 100	\$ 100	\$ 1,000

Project By Year:

Priority	Proj. #	Project Name	L-T-D Thru 2020	2021	2022	2023	2024	2025	2026	Total
1	129	Major Maint & Impr - Existing Park Fac	-	90	75	-	-	-	-	165
1	132	Annual Playground Rep& Repl Prog	-	100	300	-	-	-	-	400
Total Project Costs			\$ -	\$ 190	\$ 375	\$ -	\$ -	\$ -	\$ -	\$ 565
Project Impact on M&O Costs			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Priority 1 = Projects addressing Safety and Service
 Priority 2 = Projects addressing Park Plan Core Values
 Priority 3 = Long Range Planning Projects

CAPITAL IMPROVEMENT PLAN - PARKS

Project Name:	Major Maintenance & Improvements to Existing Park Facilities		
Project Number:	129	Priority:	1
Project Account Number:	303-7100-129	Planning Area:	All

Project Description:

- * Sport lighting repairs.
- * Asphalt repairs - parking lots and paths.
- * Hard surface court repairs - tennis and basketball courts.
- * Roof repair.
- * Miscellaneous park repairs.
- * HVAC and pump upgrade and repairs.
- * Security system upgrade and repairs.
- * Renovate or replace turf on sports fields.
- * Re-lamping
- * Asphalt trail repairs
- * Demo of Brooklake out buildings

There is no M&O impact on operating funds.

Note: This account is used for major repairs or improvement projects that would not be able to be absorbed by our operations budget. Additionally, we are requesting carrying forward the account balance at the end of 2020 into 2021-2022 budget cycle

Prior Council Review/Approval:

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D Thru 2020	2021	2022	2023	2024	2025	2026	Project Total
Construction	\$ -	\$ 90	\$ 75	\$ -	\$ -	\$ -	\$ -	\$ 165
Total CIP Expenses	\$ -	\$ 90	\$ 75	\$ -	\$ -	\$ -	\$ -	\$ 165

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D Thru 2020	2021	2022	2023	2024	2025	2026	Project Total
Real Estate Excise Tax	\$ 100	\$ -	\$ -	\$ 50	\$ 50	\$ 50	\$ 50	\$ 300
Total CIP Resources	\$ 100	\$ -	\$ -	\$ 50	\$ 50	\$ 50	\$ 50	\$ 300

Impact on Operating Funds	L-T-D Thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – PARKS

Project Name:	Annual Playground Repair and Replacement Program		
Project Number:	132	Priority:	1
Project Account Number:	303-7100-132	Planning Area:	All
Project Description: This is our playground repair and replacement account and we would like to carry forward the balance at the end of 2020 into the 2021-2022 budget cycle. 1. Alderbrook Park, Celebration Park, and Heritage Woods are the next three playground slated for replacement that are in fair condition and current funding will not be adequate. 2. With increased use of parks we are having increased wear, tear and vandalism which have had a sharp increase on maintenance costs to keep them safety compliant.			
Prior Council Review/Approval:			

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D Thru 2020	2021	2022	2023	2024	2025	2026	Project Total
Construction	\$ -	\$ 100	\$ 300	\$ -	\$ -	\$ -	\$ -	\$ 400
Total CIP Expenses	\$ -	\$ 100	\$ 300	\$ -	\$ -	\$ -	\$ -	\$ 400

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D Thru 2020	2021	2022	2023	2024	2025	2026	Project Total
Real Estate Excise Tax	\$ 400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400
Total CIP Resources	\$ 400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400

Impact on Operating Funds	L-T-D Thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – PARKS

Project Name:	Trail and Pedestrian Access Improvements		
Project Number:	141	Priority:	1
Project Account Number:	303-7100-141	Planning Area:	All
Project Description: This is the our account to for trail & pedestrian improvements with asphalt repairs being needed at multiple locations. We are putting money into the account to build up and be prepared when the time comes.			
Prior Council Review/Approval:			

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D Thru 2020	2021	2022	2023	2024	2025	2026	Project Total
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total CIP Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D Thru 2020	2021	2022	2023	2024	2025	2026	Project Total
Real Estate Excise Tax	\$ -	\$ -	\$ -	\$ 50	\$ 50	\$ 50	\$ 50	\$ 200
Total CIP Resources	\$ -	\$ -	\$ -	\$ 50	\$ 50	\$ 50	\$ 50	\$ 200

Impact on Operating Funds	L-T-D Thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – PARKS

Project Name:	Lakota Soccer Field Upgrade		
Project Number:	149	Priority:	1
Project Account Number:	303-7100-149	Planning Area:	All
Project Description & Justification: This is our fund to renovate Lakota Park when the FWSD is ready to partner. We are putting money into the account to be prepared when the time comes. \$300K was moved from this project in 2015 to fund the Karl Grosch Field Turf Replacemnt project.			
Prior Council Review/Approval:			

Projected Expenditures (\$1,000's)

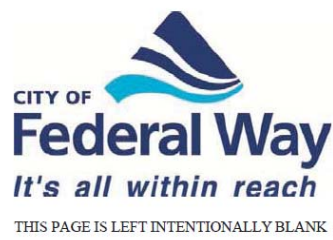
CIP Funds - Expenses	L-T-D Thru 2020	2021	2022	2023	2024	2025	2026	Project Total
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total CIP Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D Thru 2020	2021	2022	2023	2024	2025	2026	Project Total
Real Estate Excise Tax	\$ -	\$ -	\$ -	\$ 50	\$ 50			\$ 100
Total CIP Resources	\$ -	\$ -	\$ -	\$ 50	\$ 50	\$ -	\$ -	\$ 100

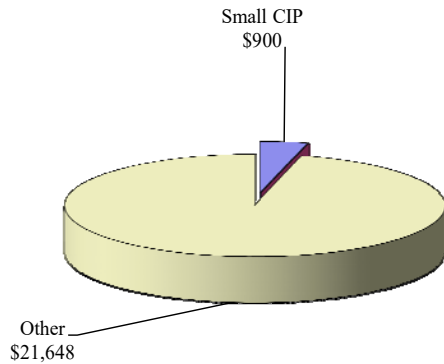
Impact on Operating Funds	L-T-D Thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -



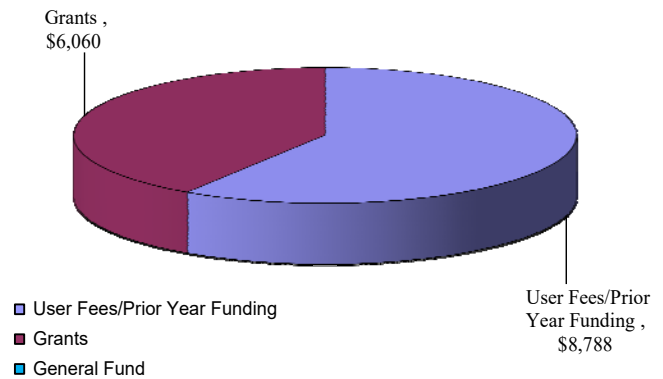
6-YEAR CAPITAL IMPROVEMENT PLAN - SURFACE WATER MANAGEMENT

(dollars in thousands)

Total Project Costs \$22.5 Million



Total Funding Sources \$14.8 Million



Sources and Uses		L-T-D thru 2020	Adopted		Planned				Total
			2021	2022	2023	2024	2025	2026	
	User Fee (pay-as-you-go)/Prior year Funding	\$ 3,080	\$ 2,117	\$ 967	\$ 1,207	\$ 817	\$ 450	\$ 150	\$ 8,788
	Grants/Contributions Received	1,000	-	500	-	-	-	-	1,500
	Grants/Contributions Anticipated	-	-	-	660	450	3,450	-	4,560
Total CIP Resources		\$ 4,080	\$ 2,117	\$ 1,467	\$ 1,867	\$ 1,267	\$ 3,900	\$ 150	\$ 14,848
No.	Project Name								
111	Small CIP -- Annual Program	\$ 300	\$ 150	\$ 150	\$ 150	\$ 150	\$ -	\$ -	\$ 900
271	Hylebos Conservation Property Acquisition	2,280	-	-	-	-	-	-	2,280
272	South 356th Street Culvert Replacement	-	100	250	1,150	-	-	-	1,500
274	South 359th Street Weir Repair	-	-	-	-	100	200	-	300
278	West Hylebos Educational Center and Trail	-	-	-	-	-	-	1,700	1,700
281	West Hylebos Trail (Spring Valley)	-	-	-	-	900	6,900	-	7,800
284	W Hylebos Wetlands Trail (Brook Lake Connection)	225	-	-	-	-	-	-	225
286	2018 Storm Drain CCTV Inspection and Assessment	400	100	100	100	100	100	-	900
288	Pipe Rehabilitation Project	250	317	317	317	317	-	-	1,518
292	Cold Creek Culvert Replacement	500	1,000	1,800	-	-	-	-	3,300
xxx	Neighborhood Drainage Program	-	25	25	25	25	25	25	150
xxx	Annual CB Rehab	75	75	75	75	75	75	75	525
xxx	Citywide WQ Program	-	-	100	100	50	50	50	350
xxx	Redondo Creek Culvert Replacement	-	300	-	800	-	-	-	1,100
Total Projects		\$ 4,030	\$ 2,067	\$ 2,817	\$ 2,717	\$ 1,717	\$ 7,350	\$ 1,850	\$ 22,548
Unfunded Needs		\$ -	\$ -	\$ 1,800	\$ 800	\$ 450	\$ 3,450	\$ 1,700	\$ 8,200
Project Impact on M&O Costs		\$ 4	\$ 4	\$ 14	\$ 14	\$ 14	\$ 14	\$ 29	\$ 93

CAPITAL IMPROVEMENT PLAN – SURFACE WATER MANAGEMENT

Project Name:	Small CIP -- Annual Program
Project Number:	0
Project Account:	304-3100-111
Project Description:	Includes miscellaneous small capital projects and major maintenance work to be completed by a combination of contractors and city maintenance forces. There is no M&O impact on operating funds.
Prior Council Review/Approval:	

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Construction	\$ 300	\$ 150	\$ 150	\$ 150	\$ 150	\$ -	\$ -	\$ 900
Total CIP Expenses	\$ 300	\$ 150	\$ 150	\$ 150	\$ 150	\$ -	\$ -	\$ 900

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
User Fee (pay-as-you-go)/Prior year Funding	\$ 300	150	150	150	150			\$ 900
Total CIP Resources	\$ 300	\$ 150	\$ 150	\$ 150	\$ 150	\$ -	\$ -	\$ 900

Impact on Operating Funds	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – SURFACE WATER MANAGEMENT

Project Name:	Hylebos Conservation Property Acquisition
Project Number:	4
Project Account:	304-3100-271
Project Description:	Matching funds for King County Conservation Futures Grant property acquisition. The project will acquire high value riparian corridor properties and protect high value habitat and wildlife areas within the City.
Prior Council Review/Approval:	

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Property Acquisition	\$ 2,280	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,280
Total CIP Expenses	\$ 2,280	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,280

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
User Fee (pay-as-you-go)/Prior year Funding	\$ 1,280	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,280
Grants/Contributions Received	1,000	-	-	-	-	-	-	1,000
Total CIP Resources	\$ 2,280	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,280

Impact on Operating Funds	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	10	10	10	10	10	50
Net Impact	\$ -	\$ -	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 50

CAPITAL IMPROVEMENT PLAN – SURFACE WATER MANAGEMENT

Project Name:	South 356th Street Culvert Replacement
Project Number:	5
Project Account:	304-3100-272
Project Description:	Replacement of existing twin 57"x38" arch culverts conveying West Hylebos Creek under S 356th Street. The existing culverts will be removed and replaced with a concrete box culvert.
Prior Council Review/Approval:	Sep 17, 2019 and move up of project at My 19, 2020 Council meeting

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Consultant Services	\$ -	\$ 100	\$ 250	-	-	\$ -	\$ -	\$ 350
Construction	-	-	-	1,150	-	-	-	1,150
Total CIP Expenses	\$ -	\$ 100	\$ 250	\$ 1,150	\$ -	\$ -	\$ -	\$ 1,500

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
User Fee (pay-as-you-go)/Prior year Funding	\$ -	\$ 100	\$ 250	\$ 490	\$ -	\$ -	\$ -	\$ 840
Grants/Contributions Anticipated	-	-	-	660	-	-	-	660
Total CIP Resources	\$ -	\$ 100	\$ 250	\$ 1,150	\$ -	\$ -	\$ -	\$ 1,500

Impact on Operating Funds	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – SURFACE WATER MANAGEMENT

Project Name:	South 359th Street Weir Repair
Project Number:	7
Project Account:	304-3100-274
Project Description:	Repair or replacement of a series of log weirs downstream of the culvert crossing under S 359th Street.
Prior Council Review/Approval:	June 17, 2014 updated schedule and estimated cost at Sep 17, 2019

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Consultant Services	\$ -	-	-	\$ -	\$ 100	\$ 200	\$ -	\$ 300
Total CIP Expenses	\$ -	\$ -	\$ -	\$ -	\$ 100	\$ 200	-	\$ 300

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
User Fee (pay-as-you-go)/Prior year Funding	\$ -	\$ -	\$ -	\$ -	\$ 100	\$ 200		\$ 300
Total CIP Resources	\$ -	\$ -	\$ -	\$ -	\$ 100	\$ 200	\$ -	\$ 300

Impact on Operating Funds	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – SURFACE WATER MANAGEMENT

Project Name:	West Hylebos Educational Center and Trail
Project Number:	10
Project Account:	304-3100-278
Project Description:	Conversion of a portion of the Brook Lake Community center site into an education and outreach center. Retrofit of the existing building and parking lot into a trailhead for an expansion of the Hylebos Wetlands Park Trail to the south.
Prior Council Review/Approval:	June 17, 2014 <i>schedule and estimate update approved Sep 17, 2019</i>

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Construction	\$ -	-	-	-	\$ -	\$ -	\$ 1,700	\$ 1,700
Total CIP Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,700	\$ 1,700

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Unfunded Needs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,700	\$ 1,700
Total CIP Resources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,700	\$ 1,700

Impact on Operating Funds	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	5	5
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5	\$ 5

CAPITAL IMPROVEMENT PLAN – SURFACE WATER MANAGEMENT

Project Name:	West Hylebos Trail (Spring Valley)
Project Number:	11
Project Account:	304-3100-281
Project Description:	Construction of a nature trail system within the Spring Valley and Lower West Hylebos conservation areas to expand on the existing West Hylebos Wetland Park trails.
Prior Council Review/Approval:	June 17, 2014 updated schedule and estimate approved Sep 17, 2019

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Consultant Services	\$ -	\$ -	-	\$ -	\$ 900	\$ -	\$ -	\$ 900
Construction	-	-	-	-	-	6,900	-	6,900
Total CIP Expenses	\$ -	\$ -	\$ -	\$ -	\$ 900	\$ 6,900	\$ -	\$ 7,800

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Grants/Contributions Anticipated	\$ -	\$ -	\$ -	\$ -	\$ 450	\$ 3,450	\$ -	\$ 3,900
Unfunded Needs	-	-	-	-	450	3,450	-	3,900
Total CIP Resources	\$ -	\$ -	\$ -	\$ -	\$ 900	\$ 6,900	\$ -	\$ 7,800

Impact on Operating Funds	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	10	10
Net Impact	\$ -	\$ -	\$ -	-	-	\$ -	\$ 10	\$ 10

CAPITAL IMPROVEMENT PLAN – SURFACE WATER MANAGEMENT

Project Name:	W Hylebos Wetlands Trail (Brook Lake Connection)
Project Number:	14
Project Account:	304-3100-284
Project Description:	This Project will connect the terminus of the West Hylebos Wetlands Park Boardwalk Trail to the Brook Lake Center property on the east side of Brook Lake.
Prior Council Review/Approval:	30% design status Report 5/15/18 closed out, Council acceptance XXXX, 201?

Projected Expenditures (\$1,000's)

	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
CIP Funds - Expenses								
Consultant Services	\$ 50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50
Construction	175	-	-	-	-	-	-	175
Total CIP Expenses	\$ 225	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 225

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
CIP Funds - Resources								
User Fee (pay-as-you-go)/Prior year Funding	\$ 225	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 225
Total CIP Resources	\$ 225	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 225

	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Impact on Operating Funds								
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	4	4	4	4	4	4	4	28
Net Impact	\$ 4	\$ 4	\$ 4	\$ 4	\$ 4	\$ 4	\$ 4	\$ 28

CAPITAL IMPROVEMENT PLAN – SURFACE WATER MANAGEMENT

Project Name:	<i>2018 Storm Drain CCTV Inspection and Assessment</i>
Project Number:	16
Project Account:	304-3100-286
Project Description:	2018 Storm Drain CCTV Inspection and Assessment Project
Prior Council Review/Approval:	17-Sep-19

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Consultant Services	\$ 400	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ -	\$ 900
Total CIP Expenses	\$ 400	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ -	\$ 900

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
User Fee (pay-as-you-go)/Prior year Funding	\$ 400	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100		\$ 900
Total CIP Resources	\$ 400	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ -	\$ 900

Impact on Operating Funds	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – SURFACE WATER MANAGEMENT

Project Name:	Pipe Rehabilitation Project
Project Number:	18
Project Account:	304-3100-288
Project Description:	Pipe Rehabilitation Project City wide
Prior Council Review/Approval:	17-Sep-19

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Construction	\$ 250	\$ 317	\$ 317	\$ 317	\$ 317	\$ -	\$ -	\$ 1,518
Total CIP Expenses	\$ 250	\$ 317	\$ 317	\$ 317	\$ 317	\$ -	\$ -	\$ 1,518

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
User Fee (pay-as-you-go)/Prior year Funding	\$ 250	\$ 317	\$ 317	\$ 317	\$ 317	\$ -	\$ -	\$ 1,518
Total CIP Resources	\$ 250	\$ 317	\$ 317	\$ 317	\$ 317	\$ -	\$ -	\$ 1,518

Impact on Operating Funds	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – SURFACE WATER MANAGEMENT

Project Name:	Cold Creek Culvert Replacement
Project Number:	0
Project Account:	304-3100-292
Project Description & Justification:	Replacement of failing culvert
Prior Council Review/Approval:	17-Sep-19

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Consultant Services	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500
Construction	-	1,000	1,800	-	-	-	-	2,800
Total CIP Expenses	\$ 500	\$ 1,000	\$ 1,800	\$ -	\$ -	\$ -	\$ -	\$ 3,300

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
User Fee (pay-as-you-go)/Prior year Funding	\$ 500	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500
Grants/Contributions Received	-	-	500	-	-	-	-	500
Unfunded Needs	-	-	1,800	-	-	-	-	1,800
Total CIP Resources	\$ 500	\$ 1,000	\$ 2,300	\$ -	\$ -	\$ -	\$ -	\$ 3,800

Impact on Operating Funds	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – SURFACE WATER MANAGEMENT

Project Name:	Neighborhood Drainage Program
Project Number:	0
Project Account:	304-3100-XXX
Project Description & Justification:	
Prior Council Review/Approval:	17-Sep-19

Projected Expenditures (\$1,000's)

	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
CIP Funds - Expenses								
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	-	25	25	25	25	25	25	150
Total CIP Expenses	\$ -	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 150

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
CIP Funds - Resources								
User Fee (pay-as-you-go)/Prior year Funding	\$ -	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 150
Total CIP Resources	\$ -	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 25	\$ 150

	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Impact on Operating Funds								
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – SURFACE WATER MANAGEMENT

Project Name:	Annual CB Repair
Project Number:	0
Project Account:	304-3100-XXX
Project Description & Justification:	
Prior Council Review/Approval: 17-Sep-19	

Projected Expenditures (\$1,000's)

	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
CIP Funds - Expenses								
Construction	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 525
Total CIP Expenses	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 525

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
CIP Funds - Resources								
User Fee (pay-as-you-go)/Prior year Funding	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 525
Total CIP Resources	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 525

	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Impact on Operating Funds								
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – SURFACE WATER MANAGEMENT

Project Name:	Citywide Water Quality Monitoring
Project Number:	0
Project Account:	304-3100-XXX
Project Description & Justification:	
Prior Council Review/Approval:	17-Sep-19

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Consultant Services	\$ -	\$ -	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 250
Equipment Acquisition	-	-	50	50	-	-	-	100
Total CIP Expenses	\$ -	\$ -	\$ 100	\$ 100	\$ 50	\$ 50	\$ 50	\$ 350

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
User Fee (pay-as-you-go)/Prior year Funding	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 350
Total CIP Resources	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 350

Impact on Operating Funds	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – SURFACE WATER MANAGEMENT

Project Name:	Redondo Creek Culvert Replacement at 16th Ave
Project Number:	0
Project Account:	304-3100-XXX
Project Description & Justification:	Replacement of failing culvert
Prior Council Review/Approval:	17-Sep-19

Projected Expenditures (\$1,000's)

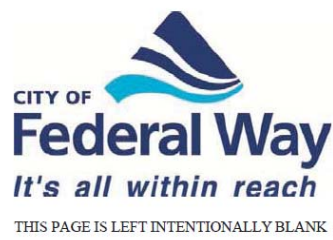
CIP Funds - Expenses	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Consultant Services	\$ -	\$ 300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300
Construction	-	-	-	800	-	-	-	800
Total CIP Expenses	\$ -	\$ 300	\$ -	\$ 800	\$ -	\$ -	\$ -	\$ 1,100

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
User Fee (pay-as-you-go)/Prior year Funding	\$ -	\$ 300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300
Unfunded Needs	-	-	-	800	-	-	-	800
Total CIP Resources	\$ -	\$ 300	\$ -	\$ 800	\$ -	\$ -	\$ -	\$ 1,100

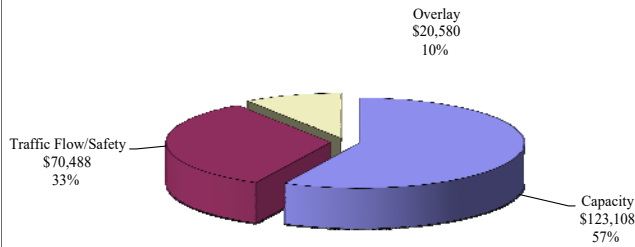
Impact on Operating Funds	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -



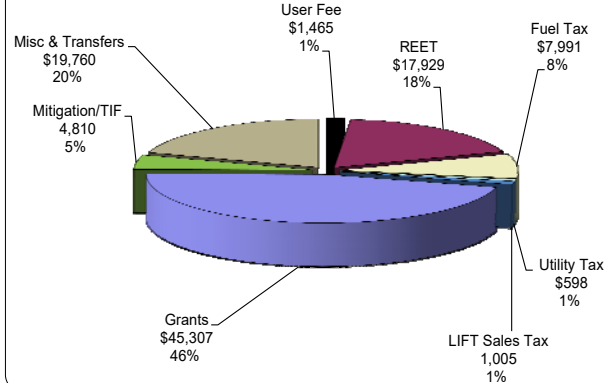
6-YEAR CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

(dollars in thousands)

Total Project Costs \$214.2 Million



Total Funding Sources \$98.9 Million



Financing Sources	L-T-D thru 2020	Adopted		Planned				Total	Unallocated
		2021	2022	2023	2024	2025	2026		
User Fee	\$ 1,465	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,465	\$ -
Real Estate Excise Tax	9,696	1,363	1,013	2,798	1,033	1,013	1,013	17,929	-
Fuel Tax	2,931	732	970	898	820	820	820	7,991	-
Utility Tax	598	-	-	-	-	-	-	598	-
LIFT Sales Tax	-	800	205	-	-	-	-	1,005	-
SWM Transfer	-	50	50	50	-	-	-	150	-
Misc./Transfers	3,365	410	250	-	-	-	-	4,025	-
Misc./Transfers - Overlay	-	948	-	600	-	-	-	1,548	-
Misc./Transfers - Xfr 120 Paths and Trails	-	200	-	-	-	-	-	200	-
Misc./Transfers - General Fund	403	-	-	-	-	100	100	603	-
Misc./Transfers - Utility Tax	1,422	1,500	1,500	1,500	1,500	1,500	1,500	10,422	-
Misc./Transfers - Real Estate Excise Tax	2,328	-	-	-	-	-	-	2,328	-
Misc./Transfers - Mitigation/Traffic Impact Fee	484	-	-	-	-	-	-	484	-
Subtotal City Sources	\$ 22,692	\$ 6,003	\$ 3,988	\$ 5,846	\$ 3,353	\$ 3,433	\$ 3,433	\$ 48,748	\$ -
Grants/Contributions Received	19,922	-	-	-	-	-	-	19,922	-
Mitigation/Traffic Impact Fees Received	940	600	300	-	-	-	-	1,840	-
Mitigation/Sound Transit Mitigation	-	2,600	-	-	-	-	-	2,600	-
Grants/Contributions Anticipated	2,515	6,618	4,265	8,049	388	1,500	2,050	25,385	-
Mitigation/Traffic Impact Fees-Anticipated	-	340	30	-	-	-	-	370	-
Total CIP Resources	\$ 46,069	\$ 16,161	\$ 8,583	\$ 13,895	\$ 3,741	\$ 4,933	\$ 5,483	\$ 98,865	\$ -

Project By Year:

Project Name		L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total	Unfunded
102	Annual Asphalt Overlay Program	3,030	3,047	3,051	2,413	3,013	3,013	3,013	20,580	-
131	S 320th St @ 1st Ave South	425	100	935	-	-	-	-	1,460	1,035
165	SR 99 HOV Lanes PH V	30,464	112	-	-	-	-	-	30,576	-
168	SW 336th Way/SW 340th Street: 26th Place SW-Hoyt Road	310	400	500	2,200	-	-	-	3,410	3,100
177	S 320th Street at I - 5 Bridge Widening	-	-	-	10,957	2,111	35,336	35,336	83,740	83,740
178	Citywide Pedestrian Crossing Improvements	1,551	320	160	160	320	320	320	3,151	480
204	SR 509: SW 312th St - 21st Ave SW SRTS Project	250	1,800	-	-	-	-	-	2,050	-
205	S 312th St: Steel Lake Park - 28th Ave S (Pedestrian and Bicycle Safety Project)	-	-	-	-	-	100	650	750	-
207	City Center Access Phase I - Environmental process update	3,422	500	-	-	-	-	-	3,922	-
208	Street Light LED Conversion	3,350	160	-	-	-	-	-	3,510	-
213	Variable Lane Use Control Signs	550	202	-	-	-	-	-	752	-
214	SW 320th - 11th Ave SW to 3rd Place SW Preservation Project	-	925	-	-	-	-	-	925	-
215	SW 356th - 15th Ave SW to 4th Ave SW Preservation Project	41	1,334	-	-	-	-	-	1,375	-
217	47th Ave SW and SW Dash Point Road Compact Roundabout	150	550	-	-	-	-	-	700	-
218	City Wide Safety - Horizontal Curve Improvements	125	400	-	-	-	-	-	525	-
219	16th Ave Trail - S 308th Street to S 288th Street	550	865	1,385	885	220	1,500	1,500	6,905	-
220	Citywide Greenway Plan Pedestrian and Bicycle Improvements	320	200	200	-	-	-	-	720	-
0	Sound Transit	1,050	1,450	1,230	897	188	-	-	4,815	-
223	S 314th St Improvement	225	125	-	-	1,600	1,300	-	3,250	2,900
224	SR 99 @ S 373rd St Roundabout w/Median Control	-	340	330	2,830	-	-	-	3,500	-
225	21st Ave S @ 320th St Traffic Signal	-	100	935	-	-	-	-	1,035	-
228	Citywide ADA Retrofit	-	400	400	400	400	400	400	2,400	2,000
229	S 356th St - 1st Ave S - SR 99	-	200	100	3,000	3,000	-	-	6,300	6,000
230	SR 509 @ 4th Ave. S Compact Roundabout	-	200	800	-	-	-	-	1,000	1,000
231	Federal Transit Center	-	100	900	-	-	-	-	1,000	1,000
232	SW 344th St @ 27th Ave SW Compact Roundabout	-	50	100	560	-	-	-	710	-
233	Adaptive Traffic Signal Control System - City Center Stage 2-Detection Upgrade	-	75	600	700	-	-	-	1,375	-
234	Citywide Pedestrian Safety System Improvements	-	60	100	1,400	-	-	-	1,560	-
235	Citywide RRFB Upgrades	-	140	690	-	-	-	-	830	-
236	Military Rd S: S 320th St - SR 18 Preservation Project	-	-	50	1,200	-	-	-	1,250	-
237	SW King County Regional Trail Plan	-	-	50	200	-	-	-	250	-
238	S 288th St - Pac Hwy S. to 34th Ave S Bike & Ped Improvements	-	200	200	2,100	-	-	-	2,500	-
239	Fiber Optic Network Loop - 317th to S 272nd	-	100	900	1,600	-	-	-	2,600	-
240	SW 340th St - 31st Ave SW - 37th Ave SW	-	-	-	-	500	1,500	4,000	6,000	6,000
610	Joint Operations & Maintenance Facility	250	250	250	8,000	-	-	-	8,750	8,000
Total Projects		\$ 46,063	\$ 14,705	\$ 13,866	\$ 39,502	\$ 11,352	\$ 43,469	\$ 45,219	\$ 214,176	\$ 115,255
Unfunded Needs			\$ 1,120	\$ 3,695	\$ 24,557	\$ 7,611	\$ 38,536	\$ 39,736	\$ 115,255	\$ 115,255
Project Impact on M&O Costs		\$ 71	\$ 47	\$ 49	\$ 59	\$ 123	\$ 126	\$ 127	\$ 602	\$ 602

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	Annual Asphalt Overlay Program
Project Account:	102-4400-517-595-30-XXX
Project Description & Justification:	<p>Asphalt Overlay projects are based upon the Pavement Management System ratings.</p> <p>Funds for this program consist of Arterial Street Fuel Tax and Utility Tax.</p> <p>The resurfacing program is necessary to preserve the integrity of the existing street infrastructure and must be done prior to other capital improvements.</p>
Prior Council Review/Approval:	

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Consultant Services/ Design	\$ 240	\$ 154	\$ 158	\$ 120	\$ 120	\$ 120	\$ 120	\$ 1,032
Construction	2,578	1,841	2,789	2,189	2,789	2,789	2,789	17,764
Construction Management	212	104	104	104	104	104	104	836
Xfer to 306 Fund Preservation Projects	-	948	-	-	-	-	-	948
Total CIP Expenses	\$ 3,030	\$ 3,047	\$ 3,051	\$ 2,413	\$ 3,013	\$ 3,013	\$ 3,013	\$ 20,580

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Fuel Tax	\$ 1,060	\$ 450	\$ 450	\$ 450	\$ 500	\$ 500	\$ 500	\$ 3,910
Real Estate Excise Tax	2,026	1,013	1,013	913	1,013	1,013	1,013	8,004
SWM Transfer	-	50	50	50	-	-	-	150
Misc./Transfers - Utility Tax	10	1,500	1,500	1,500	1,500	1,500	1,500	9,010
Total CIP Resources	\$ 3,096	\$ 3,013	\$ 3,013	\$ 2,913	\$ 3,013	\$ 3,013	\$ 3,013	\$ 21,074

Impact on Operating Funds	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	S 320th St @ 1st Ave South
Project Account:	306-4400-131
Project Description & Justification:	Add 2nd NB, WB left turn lanes, WB right turn lanes, widen 1st Ave S to 5 lanes to 316th The M&O is for ROW maintenance based on scope of the project.
Prior Council Review/Approval:	Reprioritization of Funds January 16, 2009; 6-year TIP July 2020;

Projected Expenditures (\$1,000's)

	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
CIP Funds - Expenses								
Consultant Services	\$ 425	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 525
Construction	-	-	835	-	-	-	-	835
Construction Management	-	-	100	-	-	-	-	100
Total CIP Expenses	\$ 425	\$ 100	\$ 935	\$ -	\$ -	\$ -	\$ -	\$ 1,460

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
CIP Funds - Resources								
Mitigation/Traffic Impact Fees Received	\$ 230	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ 230
Misc./Transfers - Real Estate Excise Tax	195	-	-	-	-	-	-	195
Unfunded Needs	-	100	935	-	-	-	-	1,035
Total CIP Resources	\$ 425	\$ 100	\$ 935	\$ -	\$ -	\$ -	\$ -	\$ 1,460

	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Impact on Operating Funds								
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	6	6	6	6	24
Net Impact	\$ -	\$ -	\$ -	\$ 6	\$ 6	\$ 6	\$ 6	\$ 24

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	SR99 HOV Lanes PH V
Project Account:	306-4400-165
Project Description & Justification:	<p>This project reconstructs portions of and widen above mentioned street to provide for HOV lanes curb and gutter, sidewalk, and provisions for bicycles. Modifies existing traffic signal systems, channelization, street lighting systems, and drainage system improvements.</p> <p>To improve traffic flow, safety, and reduce accidents and delay.</p> <p>The M&O is for ROW maintenance based on scope of the project and is projected at \$30K/year beginning in 2018.</p>
Prior Council Review/Approval:	Final Acceptance July 17, 2020. Outstanding claim.

Projected Expenditures (\$1,000's)

	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
CIP Funds - Expenses								
Property Acquisition	\$ 3,420	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,420
Consultant Services	2,376	112	-	-	-	-	-	2,488
Construction	19,543	-	-	-	-	-	-	19,543
Construction Management	3,455	-	-	-	-	-	-	3,455
Contingencies	1,670	-	-	-	-	-	-	1,670
Total CIP Expenses	\$ 30,464	\$ 112	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,576

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
CIP Funds - Resources								
User Fee (pay-as-you-go)	\$ 1,465	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,465
Real Estate Excise Tax	4,694	112	-	-	-	-	-	4,806
Utility Tax	598	-	-	-	-	-	-	598
Grants/Contributions Received	19,922	-	-	-	-	-	-	19,922
Mitigation/Traffic Impact Fees Received	250	-	-	-	-	-	-	250
Misc./Transfers - Utility Tax	1,402	-	-	-	-	-	-	1,402
Misc./Transfers - Real Estate Excise Tax	2,133	-	-	-	-	-	-	2,133
Total CIP Resources	\$ 30,464	\$ 112	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,576

	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Impact on Operating Funds								
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	60	30	30	30	30	30	30	240
Net Impact	\$ 60	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 30	\$ 240

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	SW 336th Way/SW 340th Street: 26th Place SW-Hoyt Road
Project Account:	306-4400-168
Project Description & Justification:	Widen to 5 lanes The M&O is for ROW maintenance based on scope of the project
Prior Council Review/Approval:	6-Year TIP July 2020;

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Property Acquisition	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 500
Consultant Services	310	400	-	-	-	-	-	710
Construction	-	-	-	2,200	-	-	-	2,200
Total CIP Expenses	\$ 310	\$ 400	\$ 500	\$ 2,200	\$ -	\$ -	\$ -	\$ 3,410

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Mitigation/Traffic Impact Fees Received	\$ 310	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 310
Unfunded Needs	-	400	500	2,200	-	-	-	3,100
Total CIP Resources	\$ 310	\$ 400	\$ 500	\$ 2,200	\$ -	\$ -	\$ -	\$ 3,410

Impact on Operating Funds	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	8	8	8	24
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ 8	\$ 8	\$ 8	\$ 24

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	City Center Access - Stage 1 Implementation (formerly S320th Street at I - 5)
Project Account:	306-4400-177
Project Description & Justification:	Construct all SB I-5 ramps, secondary exit to S 324th; extend S 324th Street from 23rd Ave S to I-5
Benefits:	Improves access to city center by distributing traffic demand to/from I-5 between S 320th and S 324th.
Prior Council Review/Approval:	November 2019 Preferred Alternative Adopted by City Council.

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ 2,111	\$ -	\$ -	\$ 2,111
Consultant Services	-	-	-	10,957	-	-	-	10,957
Construction	-	-	-	-	-	35,336	35,336	70,672
Total CIP Expenses	\$ -	\$ -	\$ -	\$ 10,957	\$ 2,111	\$ 35,336	\$ 35,336	\$ 83,740

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Unfunded Needs	\$ -	\$ -	\$ -	\$ 10,957	\$ 2,111	\$ 35,336	\$ 35,336	\$ 83,740
Total CIP Resources	\$ -	\$ -	\$ -	\$ 10,957	\$ 2,111	\$ 35,336	\$ 35,336	\$ 83,740

Impact on Operating Funds	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	Citywide Pedestrian Safety Program
Project Account:	306-4400-178
Project Description & Justification:	<p>The intention of the Citywide Pedestrian Safety Improvements Program is to improve safety for pedestrians crossing roadways.</p> <p>This Program is funded by gas tax revenue dedicated to transportation safety improvements</p>
Benefits:	
Prior Council Review/Approval:	Grant application authorization June 2020 - apply 2021-2022 funds to pedestrial grant projects.

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Construction	\$ 1,551	\$ 320	\$ 160	\$ 160	\$ 320	\$ 320	\$ 320	\$ 3,151
Total CIP Expenses	\$ 1,551	\$ 320	\$ 160	\$ 160	\$ 320	\$ 320	\$ 320	\$ 3,151

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Fuel Tax	\$ 1,551	\$ -	\$ -	\$ 160	\$ 320	\$ 320	\$ 320	\$ 2,671
Unfunded Needs	-	320	160	-	-	-	-	\$ 480
Total CIP Resources	\$ 1,551	\$ 320	\$ 160	\$ 160	\$ 320	\$ 320	\$ 320	\$ 3,151

Impact on Operating Funds	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	SR509: SW 312th St - 21st Ave SW SRTS Project
Project Account:	306-4400-204
Project Description & Justification:	<p>This project provides an 8 ft. sidewalk and bicycle lane on the south side of Dash Point Rd from the SW 312th Street to 21st Ave SW</p> <p>The M&O is for ROW maintenance based on scope of the project</p>
Prior Council Review/Approval:	

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Consultant Services	\$ 250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250
Construction	-	1,500	-	-	-	-	-	1,500
Construction Management	-	170	-	-	-	-	-	170
Contingencies	-	130	-	-	-	-	-	130
Total CIP Expenses	\$ 250	\$ 1,800	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,050

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Grants/Contributions Anticipated	\$ 190	\$ 1,660	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,850
Misc./Transfers - Xfer 120 Paths and Trails	-	200	-	-	-	-	-	200
Total CIP Resources	\$ 190	\$ 1,860	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,050

Impact on Operating Funds	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	6	6	6	6	-	-	24
Net Impact	\$ -	\$ 6	\$ 6	\$ 6	\$ 6	\$ -	\$ -	\$ 24

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	S 312th St: Steel Lake Park - 28th Ave S (Pedestrian and Bicycle Safety Project)
Project Account:	306-4400-205
Project Description & Justification:	<p>This project provides an 8 ft. sidewalk on the north side of S312th Street from the entrance to Steel Lake Park to 28th Ave S</p> <p>The M&O is for ROW maintenance based on scope of the project</p>
Prior Council Review/Approval:	

Projected Expenditures (\$1,000's)

	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
CIP Funds - Expenses								
Consultant Services	\$ -	\$ -		\$ -	\$ -	\$ 100	\$ -	\$ 100
Construction	-	-	-	-	-	-	550	550
Construction Management	-	-	-	-	-	-	100	100
Total CIP Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100	\$ 650	\$ 750

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
CIP Funds - Resources								
Grants/Contributions Anticipated	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 550	\$ 550
Misc./Transfers - General Fund	-	-	-	-	-	100	100	200
Total CIP Resources	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100	\$ 650	\$ 750

	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Impact on Operating Funds								
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	6	6	12
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6	\$ 6	\$ 12

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	City Center Access Phase I - Environmental process update
Project Account:	306-4400-207
Project Description & Justification:	Updating the Environmental process for the City Center Access Improvements The M&O is for ROW maintenance based on scope of the project
Prior Council Review/Approval:	

Projected Expenditures (\$1,000's)

	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
CIP Funds - Expenses								
Consultant Services	\$ 3,422	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,922
Total CIP Expenses	\$ 3,422	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,922

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
CIP Funds - Resources								
Real Estate Excise Tax	\$ 2,535	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,535
Misc./Transfers - General Fund	403	-	-	-	-	-	-	403
Misc./Transfers - Mitigation/Traffic Impa	484	-	-	-	-	-	-	484
LIFT Funding	-	500	-	-	-	-	-	500
Total CIP Resources	\$ 3,422	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,922

	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Impact on Operating Funds								
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	Street Light LED Conversion
Project Account:	306-4400-208
Project Description & Justification:	Street Light conversion to LED The M&O is for ROW maintenance based on scope of the project
Prior Council Review/Approval:	

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Consultant Services	\$ 150	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150
Construction	3,200	160	-	-	-	-	-	3,360
Total CIP Expenses	\$ 3,350	\$ 160	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,510

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Misc./Transfers	\$ 3,350	\$ 160	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,510
Total CIP Resources	\$ 3,350	\$ 160	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,510

Impact on Operating Funds	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	Variable Lane Use Control Signs
Project Account:	306-4400-213
Project Description & Justification:	<p>This project will allow the utilization of variable lane use control signs to optimize the efficiency of selected intersections around the City.</p> <p>The M&O is for ROW maintenance based on scope of the project.</p>
Prior Council Review/Approval:	

Projected Expenditures (\$1,000's)

	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
CIP Funds - Expenses								
Consultant Services	\$ 150	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150
Construction	400	202	-	-	-	-	-	602
Total CIP Expenses	\$ 550	\$ 202	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 752

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
CIP Funds - Resources								
Mitigation/Traffic Impact Fees Received	\$ 150	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150
Grants/Contributions Anticipated	400	202	-	-	-	-	-	602
Total CIP Resources	\$ 550	\$ 202	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 752

	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Impact on Operating Funds								
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	SW320th - 11th Ave SW to 3rd Place SW Preservation Project
Project Account:	306-4400-214
Project Description & Justification:	Under the Federally funded preservation program Grant this project will modify facilities to meet to meet ADA standard, pavement repair and HMA overlay and pavement markings The M&O is for ROW maintenance based on scope of the project
Prior Council Review/Approval:	Authorization to submit for grant funding 3/20/18

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Consultant Services	\$ -	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100
Construction	-	825	-	-	-	-	-	825
Total CIP Expenses	\$ -	\$ 925	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 925

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Grants/Contributions Anticipated	-	518	-	-	-	-	-	518
Misc./Transfers - Overlay	-	407	-	-	-	-	-	407
Total CIP Resources	\$ -	\$ 925	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 925

Impact on Operating Funds	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	SW356th - 15th Ave SW to 4th Ave SW Preservation Project
Project Account:	306-4400-215
Project Description & Justification:	<p>Under the Federally funded preservation program Grant this project will modify facilities to meet to meet ADA standard, pavement repair and HMA overlay and pavement markings</p> <p>The M&O is for ROW maintenance based on scope of the project</p>
Prior Council Review/Approval:	Authorization to submit for grant funding 3/20/18

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Consultant Services	\$ 41	\$ 59		\$ -	\$ -	\$ -	\$ -	\$ 100
Construction	-	1,275	-	-	-	-	-	1,275
Total CIP Expenses	\$ 41	\$ 1,334	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,375

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Real Estate Excise Tax	\$ 41	\$ 33	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 74
Grants/Contributions Anticipated	-	810	-	-	-	-	-	810
Misc./Transfers - Overlay	-	491						491
Total CIP Resources	\$ 41	\$ 1,334	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,375

Impact on Operating Funds	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	47th Ave SW and SW Dash Point Road Compact Roundabout
Project Account:	306-4400-217
Project Description & Justification:	<p>This project will construct a compact roundabout at the intersection of 47th Ave SW and SW Dash Point Road.</p> <p>The M&O is for ROW maintenance based on scope of the project.</p>
Prior Council Review/Approval:	

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Consultant Services	\$ 150	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150
Construction	-	550	-	-	-	-	-	550
Total CIP Expenses	\$ 150	\$ 550	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 700

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Grants/Contributions Anticipated	\$ 135	\$ 550	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 685
Misc./Transfers	15	-	-	-	-	-	-	15
Total CIP Resources	\$ 150	\$ 550	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 700

Impact on Operating Funds	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	2	2	2	2	2	10
Net Impact	\$ -	\$ -	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 10

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	City Wide Safety - Horizontal Curve Improvements
Project Account:	306-4400-218
Project Description & Justification:	<p>Providing Citywide Horizontal Curve Safety Improvements with additional signage</p> <p>The M&O is for ROW maintenance based on scope of the project</p>
Prior Council Review/Approval:	

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Consultant Services	\$ 92	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 92
Construction	33	400	-	-	-	-	-	433
Total CIP Expenses	\$ 125	\$ 400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 525

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Grants/Contributions Anticipated	\$ 115	\$ 400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 515
Misc./Transfers - Utility Tax	10	-	-	-	-	-	-	10
Total CIP Resources	\$ 125	\$ 400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 525

Impact on Operating Funds	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	16th Ave Trail - S 308th Street to S 288th Street
Project Account:	306-4400-219
Project Description & Justification:	<p>The project involves construction of a non-motorized shared-use path along the Pacific Highway South between S 308th Street and S 288th Street</p> <p>The M&O is for ROW maintenance based on scope of the project</p>
Prior Council Review/Approval:	Authorization to submit for grant funding 6/21/2020

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Property Acquisition	\$ -	\$ -	\$ 35	\$ 585	\$ 220	\$ -	\$ -	\$840
Consultant Services	550	415	-	-	-	-	-	965
Construction	-	450	1,350	300	-	1,500	1,500	5,100
Total CIP Expenses	\$ 550	\$ 865	\$ 1,385	\$ 885	\$ 220	\$ 1,500	\$ 1,500	\$6,905

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Real Estate Excise Tax	\$ 150	\$ 115	\$ -	\$ 385	\$ 20	\$ -	\$ -	\$ 670
Grants/Contributions Anticipated	400	750	1,385	500	200	1,500	1,500	6,235
Total CIP Resources	\$ 550	\$ 865	\$ 1,385	\$ 885	\$ 220	\$ 1,500	\$ 1,500	\$6,905

Impact on Operating Funds	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	3	3	4	10
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ 3	\$ 3	\$ 4	\$ 10

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	Citywide Greenway Plan Pedestrian and Bicycle Improvements
Project Account:	306-4400-220
Project Description & Justification:	<p>The intention of the Citywide Greenway Plan Pedestrian and Bicycle Improvements Program is to improve safety for pedestrians crossing roadways.</p> <p>This Program is funded by gas tax revenue dedicated to transportation safety improvements</p>
Benefits:	
Prior Council Review/Approval:	

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Construction	\$ 320	\$ 200	\$ 200	\$ -	\$ -	\$ -	\$ -	\$ 720
Total CIP Expenses	\$ 320	\$ 200	\$ 200	\$ -	\$ -	\$ -	\$ -	\$ 720

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Fuel Tax	\$ 320	\$ 200	\$ 200	\$ -	\$ -	\$ -	\$ -	\$ 720
Total CIP Resources	\$ 320	\$ 200	\$ 200	\$ -	\$ -	\$ -	\$ -	\$ 720

Impact on Operating Funds	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	Sound Transit
Project Account:	306-4400-000
Project Description & Justification:	This Program is for the planning, permitting, design, and construction of Sound Transit Projects in Federal Way including: Federal Way Link Extension and Tacoma Dome Link Extension. This Program is funded through Sound Transit.
Benefits:	
Prior Council Review/Approval:	

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Staff Salaries and Benefits	\$ 1,050	\$ 1,450	\$ 1,230	\$ 897	\$ 188	\$ -	\$ -	\$ 4,815
Total CIP Expenses	\$ 1,050	\$ 1,450	\$ 1,230	\$ 897	\$ 188	\$ -	\$ -	\$ 4,815

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Grants/Contributions Anticipated	\$ 1,050	\$ 1,450	\$ 1,230	\$ 897	\$ 188	\$ -	\$ -	\$ 4,815
Total CIP Resources	\$ 1,050	\$ 1,450	\$ 1,230	\$ 897	\$ 188	\$ -	\$ -	\$ 4,815

Impact on Operating Funds	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	S 314th Street Improvements
Project Account:	306-4400-223
Project Description & Justification:	Add sidewalks and street lights.
Prior Council Review/Approval:	Resolution (#19-770) to accept grant funding 8/13/19.

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Consultant Services	\$ 225	\$ 125	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350
Construction	-	-	-	-	1,600	1,300	-	2,900
Total CIP Expenses	\$ 225	\$ 125	\$ -	\$ -	\$ 1,600	\$ 1,300	\$ -	\$ 3,250

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Grants/Contributions Anticipated	\$ 225	\$ 125	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350
Unfunded Needs	-	-	-	-	1,600	1,300	-	2,900
Total CIP Resources	\$ 225	\$ 125	\$ -	\$ -	\$ 1,600	\$ 1,300	\$ -	\$ 3,250

Impact on Operating Funds	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	SR99 at S 373rd Street Roundabout with Median Control
Project Account:	306-4400-224
Project Description & Justification:	<p>Establish median control throughout the length of the project and construct a roundabout at the intersection of S 373rd Street.</p> <p>The M&O is for ROW maintenance based on scope of the project</p>
Prior Council Review/Approval:	Authorization to apply for grant 2/4/2020.

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Property Acquisition	\$ -	\$ -	\$ 330	\$ -	\$ -	\$ -	\$ -	\$ 330
Consultant Services	-	340	-	-	-	-	-	340
Construction	-	-	-	2,830	-	-	-	2,830
Total CIP Expenses	\$ -	\$ 340	\$ 330	\$ 2,830	\$ -	\$ -	\$ -	\$ 3,500

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Real Estate Excise Tax	\$ -	\$ -	\$ -	\$ 1,000	\$ -	\$ -	\$ -	\$ 1,000
Grants/Contributions Anticipated	-	-	300	1,830	-	-	-	2,130
Mitigation/Traffic Impact Fees-Anticipated	-	340	30	-	-	-	-	370
Total CIP Resources	\$ -	\$ 340	\$ 330	\$ 2,830	\$ -	\$ -	\$ -	\$ 3,500

Impact on Operating Funds	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	21st Ave S @ S 320th St Traffic Signal
Project Account:	306-4400-225
Project Description & Justification:	<p>Install a traffic signal and signalized pedestrian crosswalk.</p> <p>The M&O is for ROW maintenance based on scope of the project</p>
Prior Council Review/Approval:	Authorization to apply for grant 4/1/2019.

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Consultant Services	\$ -	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100
Construction	\$ -	\$ -	\$ 935	\$ -	\$ -	\$ -	\$ -	\$ 935
Total CIP Expenses	\$ -	\$ 100	\$ 935	\$ -	\$ -	\$ -	\$ -	\$ 1,035

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
LIFT Sales Tax	\$ -	\$ 100	\$ 205	\$ -	\$ -	\$ -	\$ -	\$ 305
Grants/Contributions Anticipated	-	-	730	-	-	-	-	730
Total CIP Resources	\$ -	\$ 100	\$ 935	\$ -	\$ -	\$ -	\$ -	\$ 1,035

Impact on Operating Funds	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	Citywide ADA Retrofits
Project Account:	306-4400-228
Project Description & Justification:	<p>Upgrade specific intersections, streets, and sidewalks in order to meet minimum ADA requirements.</p> <p>The M&O is for ROW maintenance based on scope of the project</p>
Prior Council Review/Approval:	

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Consultant Services	\$ -	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50	\$ 300
Construction	-	350	350	350	350	350	350	2,100
Total CIP Expenses	\$ -	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 2,400

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
LIFT	\$ -	\$ 200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200
Mitigation/Traffic Impact Fees Received	-	200	-	-	-	-	-	200
Unfunded Needs	-	-	400	400	400	400	400	2,000
Total CIP Resources	\$ -	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 2,400

Impact on Operating Funds	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	S 356th St: 1st Ave S - SR 99
Project Account:	306-4400-229
Project Description & Justification:	<p>Widen to 5 lanes with bike lanes, sidewalks and street lighting. Joint project with SWM to provide widened culvert.</p> <p>The M&O is for ROW maintenance based on scope of the project</p>
Prior Council Review/Approval:	Grant application authorization June 2020

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Consultant Services	\$ -	\$ 200	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ 300
Construction	-	-	-	3,000	3,000	-	-	6,000
Total CIP Expenses	\$ -	\$ 200	\$ 100	\$ 3,000	\$ 3,000	\$ -	\$ -	\$ 6,300

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Mitigation/Traffic Impact Fees Received	\$ -	\$ 200	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ 300
Unfunded Needs	-	-	-	3,000	3,000	-	-	6,000
Total CIP Resources	\$ -	\$ 200	\$ 100	\$ 3,000	\$ 3,000	\$ -	\$ -	\$ 6,300

Impact on Operating Funds	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	SR 509 @ 4th Ave S Compact Roundabout
Project Account:	306-4400-230
Project Description & Justification:	<p>This project will construct a compact roundabout at the intersection of SR 509 and 4th Ave S.</p> <p>The M&O is for ROW maintenance based on scope of the project</p>
Prior Council Review/Approval:	

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Consultant Services	\$ -	\$ 200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200
Construction	-	-	800	-	-	-	-	800
Total CIP Expenses	\$ -	\$ 200	\$ 800	\$ -	\$ -	\$ -	\$ -	\$ 1,000

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Unfunded Needs	\$ -	\$ 200	\$ 800	\$ -	\$ -	\$ -	\$ -	\$ 1,000
Total CIP Resources	\$ -	\$ 200	\$ 800	\$ -	\$ -	\$ -	\$ -	\$ 1,000

Impact on Operating Funds	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	Federal Way Transit Center
Project Account:	306-4400-231
Project Description & Justification:	Construct dedicated sidewalks in four specific areas and preserve pedestrian access between large blocks within the City Center. The M&O is for ROW maintenance based on scope of the project
Prior Council Review/Approval:	

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Consultant Services	\$ -	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100
Construction	-	-	900	-	-	-	-	900
Total CIP Expenses	\$ -	\$ 100	\$ 900	\$ -	\$ -	\$ -	\$ -	\$ 1,000

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Unfunded Needs	\$ -	\$ 100	\$ 900	\$ -	\$ -	\$ -	\$ -	\$ 1,000
Total CIP Resources	\$ -	\$ 100	\$ 900	\$ -	\$ -	\$ -	\$ -	\$ 1,000

Impact on Operating Funds	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	SW 344th St @ 27th Ave SW Compact roundabout
Project Account:	306-4400-232
Project Description & Justification:	<p>This project will construct a compact roundabout at the intersection of SW 344th St and 27th Ave SW.</p> <p>The M&O is for ROW maintenance based on scope of the project</p>
Prior Council Review/Approval:	Authorization to apply for grant 2/3/2020.

Projected Expenditures (\$1,000's)

	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
CIP Funds - Expenses								
Consultant Services	\$ -	\$ 50	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ 150
Construction	-	-	-	560	-	-	-	560
Total CIP Expenses	\$ -	\$ 50	\$ 100	\$ 560	\$ -	\$ -	\$ -	\$ 710

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
CIP Funds - Resources								
Real Estate Excise Tax	\$ -	\$ 15	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15
Grants/Contributions Anticipated	-	35	100	560	-	-	-	695
Total CIP Resources	\$ -	\$ 50	\$ 100	\$ 560	\$ -	\$ -	\$ -	\$ 710

	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Impact on Operating Funds								
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	4	-	-	-	4
Net Impact	\$ -	\$ -	\$ -	\$ 4	\$ -	\$ -	\$ -	\$ 4

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	Adaptive Traffic Signal control System - City Center Stage 2 - Detection Upgrades
Project Account:	306-4400-233
Project Description & Justification:	Provide equipment to fully optimize the remaining 9 intersections in the City Center area not completed in Phase 1.
Prior Council Review/Approval:	Authorization to apply for grant 3/17/2020.

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Consultant Services	\$ -	\$ 75	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75
Construction	-	-	600	700	-	-	-	1,300
Total CIP Expenses	\$ -	\$ 75	\$ 600	\$ 700	\$ -	\$ -	\$ -	\$ 1,375

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Real Estate Excise Tax	\$ -	\$ 75	\$ -	\$ 100	\$ -	\$ -	\$ -	\$ 175
Grants/Contributions Anticipated	-	-	-	600	-	-	-	600
Total CIP Resources	\$ -	\$ 75	\$ -	\$ 700	\$ -	\$ -	\$ -	\$ 775

Impact on Operating Funds	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	Citywide Pedestrian Safety System Improvements
Project Account:	306-4400-234
Project Description & Justification:	Install mid-block pedestrian crossing treatments.
Prior Council Review/Approval:	Authorization to apply for grant 2/3/2020.

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Consultant Services	\$ -	\$ 60	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ 160
Construction	-	-	-	1,400	-	-	-	1,400
Total CIP Expenses	\$ -	\$ 60	\$ 100	\$ 1,400	\$ -	\$ -	\$ -	\$ 1,560

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Fuel Tax	\$ -	\$ 32	\$ -	\$ 288	\$ -	\$ -	\$ -	\$ 320
Grants/Contributions Anticipated	-	28	100	1,112	-	-	-	1,240
Total CIP Resources	\$ -	\$ 60	\$ 100	\$ 1,400	\$ -	\$ -	\$ -	\$ 1,560

Impact on Operating Funds	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	Citywide RRFB Upgrades
Project Account:	306-4400-235
Project Description & Justification:	Upgrade median-mounted rectangular rapid flashing beacons with overhead mountings.
Prior Council Review/Approval:	Authorization to apply for grant 2/3/2020.

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Consultant Services	\$ -	\$ 140	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 140
Construction	-	-	690	-	-	-	-	690
Total CIP Expenses	\$ -	\$ 140	\$ 690	\$ -	\$ -	\$ -	\$ -	\$ 830

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Fuel Tax	\$ -	\$ 50	\$ 270	\$ -	\$ -	\$ -	\$ -	\$ 320
Grants/Contributions Anticipated	-	90	420	-	-	-	-	510
Total CIP Resources	\$ -	\$ 140	\$ 690	\$ -	\$ -	\$ -	\$ -	\$ 830

Impact on Operating Funds	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	Military Rd S: S 320th St - SR 18 Preservation Project
Project Account:	306-4400-236
Project Description & Justification:	Repave Military Rd S between S 320th St and SR 18, upgrade pavement markers and improve ADA ramps.
Prior Council Review/Approval:	Authorization to apply for grant 3/17/2020.

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Consultant Services	\$ -	\$ -	\$ 50	\$ -	\$ -	\$ -	\$ -	\$ 50
Construction	-	-	-	1,200	-	-	-	1,200
Total CIP Expenses	\$ -	\$ -	\$ 50	\$ 1,200	\$ -	\$ -	\$ -	\$ 1,250

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Grants/Contributions Anticipated	-	-	-	600	-	-	-	600
Misc./Transfers - Overlay	-	50	-	600	-	-	-	650
Total CIP Resources	\$ -	\$ 50	\$ -	\$ 1,200	\$ -	\$ -	\$ -	\$ 1,250

Impact on Operating Funds	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	SW King County Regional Trail Plan
Project Account:	306-4400-237
Project Description & Justification:	Develop a plan defining potential routes to connect trails within the City to other regional trails.
Prior Council Review/Approval:	Authorization to apply for grant 2/4/2020.

Projected Expenditures (\$1,000's)

	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
CIP Funds - Expenses								
Consultant Services	\$ -		\$ 50	\$ 200	\$ -	\$ -	\$ -	\$ 250
Total CIP Expenses	\$ -	\$ -	\$ 50	\$ 200	\$ -	\$ -	\$ -	\$ 250

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
CIP Funds - Resources								
Fuel Tax	\$ -	\$ -	\$ 50	\$ -	\$ -	\$ -	\$ -	\$ 50
Grants/Contributions Anticipated	-	-	-	250	-	-	-	250
Total CIP Resources	\$ -	\$ -	\$ 50	\$ 250	\$ -	\$ -	\$ -	\$ 300

	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Impact on Operating Funds								
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	S288th Street: Pacific Hwy S to 34th Ave S Bike and Pedestian Improvements
Project Account:	306-4400-238
Project Description & Justification:	Modify the pavement markings to provide bike lanes and center turn lane and add two RRFB's for pedestrian crossing.
Prior Council Review/Approval:	Authorization to apply for grant 7/21/2020.

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Consultant Services	\$ -	\$ 200	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ 300
Construction	-	-	100	2,100	-	-	-	2,200
Total CIP Expenses	\$ -	\$ 200	\$ 200	\$ 2,100	\$ -	\$ -	\$ -	\$ 2,500

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Real Estate Excise Tax	\$ -	\$ -	\$ -	\$ 400	\$ -	\$ -	\$ -	\$ 400
Mitigation/Traffic Impact Fees Received	-	200	200	-	-	-	-	400
Grants/Contributions Anticipated	-	-	-	1,700	-	-	-	1,700
Total CIP Resources	\$ -	\$ 200	\$ 200	\$ 2,100	\$ -	\$ -	\$ -	\$ 2,500

Impact on Operating Funds	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	Fiber Optic Network Loop - 317th to S 272nd
Project Account:	306-4400-239
Project Description & Justification:	Provide a fiber optic network loop for redundancy. Telecom network between city facilities, traffic signal network, safe city network, etc. Included as part of Sound Transit FWLE Development Agreement.
Prior Council Review/Approval:	

Projected Expenditures (\$1,000's)

	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
CIP Funds - Expenses								
Consultant Services	\$ -	\$ 100	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ 200
Construction	-	-	800	1,600	-	-	-	2,400
Total CIP Expenses	\$ -	\$ 100	\$ 900	\$ 1,600	\$ -	\$ -	\$ -	\$ 2,600

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
CIP Funds - Resources								
Mitigation/Sound Transit Mitigation	-	2,600	-	-	-	-	-	\$ 2,600
Total CIP Resources	\$ -	\$ 2,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,600

	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Impact on Operating Funds								
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	2	2	2	6
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ 2	\$ 2	\$ 2	\$ 6

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	SW 340th St: 31st Ave SW - 37th Ave SW
Project Account:	306-4400-240
Project Description & Justification:	Widen to 5 lanes The M&O is for ROW maintenance based on scope of the project
Prior Council Review/Approval:	

Projected Expenditures (\$1,000's)

CIP Funds - Expenses	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Property Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500	\$ -	\$ 1,500
Consultant Services	-	-	-	-	500	-	-	500
Construction	-	-	-	-	-	-	4,000	4,000
Total CIP Expenses	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ 1,500	\$ 4,000	\$ 6,000

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

CIP Funds - Resources	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Unfunded Needs	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ 1,500	\$ 4,000	\$ 6,000
Total CIP Resources	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ 1,500	\$ 4,000	\$ 6,000

Impact on Operating Funds	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	8	8	16
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8	\$ 8	\$ 16

CAPITAL IMPROVEMENT PLAN – TRANSPORTATION SYSTEMS

Project Name:	Joint Operations and Maintenance Facility
Project Account:	306-4400-610
Project Description & Justification:	Joint operation and maintenance facility for Public Works, Parks, CD, Police
Prior Council Review/Approval:	May 2020 council approval for planning.

Projected Expenditures (\$1,000's)

	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
CIP Funds - Expenses								
Consultant Services	\$ 250	\$ 250		\$ -	\$ -	\$ -	\$ -	\$ 500
Construction	-	-	250	8,000	-	-	-	8,250
Total CIP Expenses	\$ 250	\$ 250	\$ 250	\$ 8,000	\$ -	\$ -	\$ -	\$ 8,750

L-T-D refers to Life-to-Date, or total work complete on the project before the current budget year.

Required Resources (\$1,000's)

	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
CIP Funds - Resources								
Real Estate Excise Tax	\$ 250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250
Misc./Transfers	-	250	250	-	-	-	-	500
Unfunded Needs	-	-	-	8,000	-	-	-	8,000
Total CIP Resources	\$ 250	\$ 250	\$ 250	\$ 8,000	\$ -	\$ -	\$ -	\$ 8,750

	L-T-D thru 2020	2021	2022	2023	2024	2025	2026	Total
Impact on Operating Funds								
Revenue Increase/(Decrease)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditure Increase/(Decrease)	-	-	-	-	-	-	-	-
Net Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

PROPOSITION 1 – BUDGET DETAIL

At the November 2006 general election, Federal Way voters approved a 1.75% tax rate increase (for a total rate of 7.75%) on all utilities. In addition the city passed a water and sewer utility tax in 2018 imposing 7.75% on all water/sewer utilities. This 1.75% additional utility tax is projected to raise \$3.1M in 2021 and 2022 to fund the qualifying Proposition 1 positions consisting of 25.5 FTEs in public defender, police, prosecution, court, code enforcement, parks maintenance and related support functions.

The enhancement of police and community safety focused first on improving the core functions of policing: patrol, traffic, and investigations. The proposition added 19 sworn police officers and one record clerk in the Police Department. It also provided more funds for municipal court, city criminal prosecution, and jail and support services, whose workload will increase with an increased number of police officers. Finally the proposition added one additional code compliance officer, related legal support, one maintenance worker, and funding for City park security.

The proposition is an integrated strategy designed to make a substantial impact on the most essential public and community safety needs and supplements existing services.

The table below provides the ongoing cost funding these positions and related costs.

FTE	Program	Description	Adopted Budget \$	
			2021	2022
	Public Defender	Increase Public Defender	651,076	651,076
-		TOTAL MAYOR'S OFFICE	651,076	651,076
1.00	Code Compliance Officer	Salary	75,225	79,068
		Benefits	28,586	30,046
1.00		TOTAL COMMUNITY & ECONOMIC DEVELOPMENT	103,811	109,114
1.50	Prosecutor	Salary	135,434	140,242
		Benefits	51,465	53,292
0.50	Assistant City Attorney (code compliance)	Salary	58,693	61,929
		Benefits	22,303	23,533
2.00		TOTAL LAW	267,895	278,996
0.50	Judge	Salary	90,307	90,307
		Benefits	34,317	34,317
1.00	Court Clerk 1	Salary	47,448	50,388
		Benefits	18,030	19,147
1.50		TOTAL MUNICIPAL COURT	190,102	194,159
1.00	Maintenance Worker 1	Salary	63,480	63,480
		Benefits	24,122	24,122
		Pierce County Security Contract	17,200	17,200
1.00		TOTAL PARKS & RECREATION	104,802	104,802
1.00	Records Specialist	Records Specialist (1) - Salary	57,276	57,276
		Records Specialist (1) - Benefits	21,765	21,765
17.00	17 Police Officers	Police Officers (17) -Salary	1,682,176	1,717,614
		Police Officers (17) -Benefits	639,227	652,693
2.00	Lieutenant	Lieutenant (2) - Salary	274,655	277,377
		Lieutenant (2) - Benefits	104,369	105,403
20.00		TOTAL POLICE	2,779,468	2,832,128
25.50			4,097,155	4,170,275

NON-CIP CAPITAL OUTLAY SUMMARY				
(Excluding Capital Improvement Projects)				
Fund	Dept	Description	2021	2022
Information Systems:				
	City-Wide	RR Disaster Recover Backup Data Storage	150,000	-
	City-Wide	RR Desktop PCs (52 in 2021) (53 in 2022)	57,160	56,719
	City-Wide	RR Laptop (6 in 2021) (10 in 2022)	12,200	17,085
	City-Wide	RR Printers (3 in 2021) (3 in 2022)	3,468	3,978
	City-Wide	RR Misc. Networks	10,000	10,000
	City-Wide	RR Misc. Hardware	10,000	10,000
	City-Wide	RR GIS Large Plotter	22,500	-
	City-Wide	RR Oce Large Formant Printer	30,000	30,000
	City-Wide	RR Servers (0 in 2021) (5 in 2022)	-	50,000
	EOC	RR Laptop EOC (13 in 2021) (0 in 2022)	11,659	-
	EOC	RR PC EOC (2 in 2021) (0 in 2022)	7,080	-
	PAEC	RR Desktop PCs (2 in 2021) (11 in 2022)	2,587	12,951
	PAEC	RR Laptops (0 in 2021) (2 in 2022)	-	3,540
		Subtotal Information Systems Fund	316,654	194,273
Mail & Distribution:				
	City-Wide	Replace copiers	15,391	73,506
		Subtotal Mail & Distribution Fund	15,391	73,506
Fleet & Equipment:				
	CD	Replace 1995 1995 Ford E-350 Graff. Abatement Vehicle	38,084	-
	PK	Replace 2008 F450 117-1	62,555	-
	PK	Replace 2008 Snowdog Plow 117-1	9,005	-
	PK	Replace 2008 Henderson Sander 117-1	10,676	-
	PK	Replace 2008 Ranger 119-1	34,511	-
	PK	Replace 2004 F150 119-1	34,511	-
	PK	Replace Plow Trk 257B	17,000	-
	PK	Replace 2005 Sand Pro Infield Groomer	-	28,000
	PK	Replace 2004 F150 120-1	-	34,511
	PK	Replace 2008 Ranger	-	34,511
	PK	Replace 2007 F250 1100	-	38,013
	PK	Replace 2006 Vermeer Chipper	-	41,680
	PW	Replace 2003 Sterling 5 Yd Dump Trk 253	203,000	-
	PW	Replace Sander for Trk 253B	37,000	-
	PW	Replace Plow for Trk 253C	17,000	-
	PW	Replace 2008 Peterbilt 10 Yd Dump Trk 2570	185,000	-
	PW	Replace Sander Trk 257A	37,000	-
	SWM	New WQ Vehicle	40,000	-
	SWM	New Arrow Board	5,500	-
	SWM	New Vactor Truck	500,000	-
	PD	Replace 14 Vehicles in 2021	776,700	-
	PD	Replace 13 Vehicles & 4 motorcycles in 2022	-	786,000
	PD	Refurbish 9041 Explosives Disposal Unit Vehicle in 2021	60,000	-
	PD	Replace EVOC cone trailer in 2021	5,900	-
	PD	Replace Traffic trailer in 2021	17,000	-
	PD	New Utility vehicle (pickup truck) in 2021	65,000	-
	PD	Replace 7 patrol bicycles in 2021	20,351	-
		Subtotal Fleet & Equipment Fund	2,175,793	962,715
Grand Total Non-CIP Capital Outlay			\$ 2,507,838	\$ 1,230,494

2021 SALARY SCHEDULE

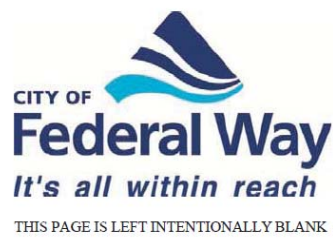
	City Council	Monthly						Annual					
Grade	Position Title	A	B	C	D	E	F	A	B	C	D	E	F
01C	Council President			\$1,332						\$15,986			
01A	Council Member			\$1,332						\$15,986			
31a	Executive Asst. to Council	\$5,098	\$5,327	\$5,567	\$5,818	\$6,080	\$6,457	\$61,176	\$63,924	\$66,804	\$69,816	\$72,960	\$77,484
	Mayor's Office	Monthly						Annual					
Grade	Position Title	A	B	C	D	E	F	A	B	C	D	E	F
61	Mayor			\$13,576						\$162,908			
33	Policy Advisor	\$5,200	\$5,434	\$5,679	\$5,935	\$6,202	\$6,587	\$62,400	\$65,208	\$68,148	\$71,220	\$74,424	\$79,044
36	Office Manager	\$5,597	\$5,849	\$6,112	\$6,387	\$6,674	\$7,088	\$67,164	\$70,188	\$73,344	\$76,644	\$80,088	\$85,056
37	Communications Coordinator	\$5,736	\$5,994	\$6,264	\$6,546	\$6,841	\$7,265	\$68,832	\$71,928	\$75,168	\$78,552	\$82,092	\$87,180
	Economic Development	Monthly						Annual					
Grade	Position Title	A	B	C	D	E	F	A	B	C	D	E	F
58i	Director			\$13,011						\$156,132			
	Emergency Management	Monthly						Annual					
Grade	Position Title	A	B	C	D	E	F	A	B	C	D	E	F
50	Emergency Manager	\$7,909	\$8,265	\$8,637	\$9,026	\$9,432	\$10,017	\$94,908	\$99,180	\$103,644	\$108,312	\$113,184	\$120,204
	Information Technology	Monthly						Annual					
Grade	Position Title	A	B	C	D	E	F	A	B	C	D	E	F
55a	Manager			\$11,050						\$132,600			
32	IT Tech. 2	\$5,072	\$5,300	\$5,539	\$5,788	\$6,048	\$6,423	\$60,864	\$63,600	\$66,468	\$69,456	\$72,576	\$77,076
39	IT Analyst	\$6,027	\$6,298	\$6,581	\$6,877	\$7,186	\$7,632	\$72,324	\$75,576	\$78,972	\$82,524	\$86,232	\$91,584
44	IT Supervisor - Sys./Help Desk	\$6,821	\$7,128	\$7,449	\$7,784	\$8,134	\$8,638	\$81,852	\$85,536	\$89,388	\$93,408	\$97,608	\$103,656
46	IT Architect - WEB, Apps., & Security	\$7,166	\$7,488	\$7,825	\$8,177	\$8,545	\$9,075	\$85,992	\$89,856	\$93,900	\$98,124	\$102,540	\$108,900
	Clerk's Office	Monthly						Annual					
Grade	Position Title	A	B	C	D	E	F	A	B	C	D	E	F
50	City Clerk/Records Administrator	\$7,909	\$8,265	\$8,637	\$9,026	\$9,432	\$10,017	\$94,908	\$99,180	\$103,644	\$108,312	\$113,184	\$120,204
36a	Deputy City Clerk	\$5,542	\$5,791	\$6,052	\$6,324	\$6,609	\$7,019	\$66,504	\$69,492	\$72,624	\$75,888	\$79,308	\$84,228
	Human Resources	Monthly						Annual					
Grade	Position Title	A	B	C	D	E	F	A	B	C	D	E	F
55a	Manager			\$11,050						\$132,600			
37	Human Resources Technician	\$5,736	\$5,994	\$6,264	\$6,546	\$6,841	\$7,265	\$68,832	\$71,928	\$75,168	\$78,552	\$82,092	\$87,180
18	Admin Assistant I	\$3,587	\$3,748	\$3,917	\$4,093	\$4,277	\$4,542	\$43,044	\$44,976	\$47,004	\$49,116	\$51,324	\$54,504
	Community Development	Monthly						Annual					
Grade	Position Title	A	B	C	D	E	F	A	B	C	D	E	F
58c	Director			\$13,531						\$162,372			
12	Graffiti Technician	\$3,093	\$3,232	\$3,377	\$3,529	\$3,688	\$3,917	\$37,116	\$38,784	\$40,524	\$42,348	\$44,256	\$47,004
23	Permit Technician	\$4,063	\$4,246	\$4,437	\$4,637	\$4,846	\$5,146	\$48,756	\$50,952	\$53,244	\$55,644	\$58,152	\$61,752
26	Development Specialist	\$4,372	\$4,569	\$4,775	\$4,990	\$5,215	\$5,538	\$52,464	\$54,828	\$57,300	\$59,880	\$62,580	\$66,456
29	Development Specialist 2	\$4,711	\$4,923	\$5,145	\$5,377	\$5,619	\$5,967	\$56,532	\$59,076	\$61,740	\$64,524	\$67,428	\$71,604
32	Permit Center Supervisor	\$5,072	\$5,300	\$5,539	\$5,788	\$6,048	\$6,423	\$60,864	\$63,600	\$66,468	\$69,456	\$72,576	\$77,076
32	CDBG Coordinator	\$5,462	\$5,708	\$5,965	\$6,233	\$6,513	\$6,917	\$65,544	\$68,496	\$71,580	\$74,796	\$78,156	\$83,004
35	Associate Planner	\$5,462	\$5,708	\$5,965	\$6,233	\$6,513	\$6,917	\$65,544	\$68,496	\$71,580	\$74,796	\$78,156	\$83,004
39	Inspector/Plans Examiner	\$6,027	\$6,298	\$6,581	\$6,877	\$7,186	\$7,632	\$72,324	\$75,576	\$78,972	\$82,524	\$86,232	\$91,584
36	Code Compliance Officer	\$5,597	\$5,849	\$6,112	\$6,387	\$6,674	\$7,088	\$67,164	\$70,188	\$73,344	\$76,644	\$80,088	\$85,056
42	Plans Examiner	\$6,492	\$6,784	\$7,089	\$7,408	\$7,741	\$8,221	\$77,904	\$81,408	\$85,068	\$88,896	\$92,892	\$98,652

2021 SALARY SCHEDULE

Community Development		Monthly						Annual					
Grade	Position Title	A	B	C	D	E	F	A	B	C	D	E	F
41	Senior Planner	\$6,334	\$6,619	\$6,917	\$7,228	\$7,553	\$8,021	\$76,008	\$79,428	\$83,004	\$86,736	\$90,636	\$96,252
44	Principal Planner	\$6,821	\$7,128	\$7,449	\$7,784	\$8,134	\$8,638	\$81,852	\$85,536	\$89,388	\$93,408	\$97,608	\$103,656
52	Building Official	\$8,311	\$8,685	\$9,076	\$9,484	\$9,911	\$10,525	\$99,732	\$104,220	\$108,912	\$113,808	\$118,932	\$126,300
47	Community Services Manager	\$7,345	\$7,676	\$8,021	\$8,382	\$8,759	\$9,302	\$88,140	\$92,112	\$96,252	\$100,584	\$105,108	\$111,624
49	Planning Manager	\$7,718	\$8,065	\$8,428	\$8,807	\$9,203	\$9,774	\$92,616	\$96,780	\$101,136	\$105,684	\$110,436	\$117,288
25	Admin Assistant II	\$4,266	\$4,458	\$4,659	\$4,869	\$5,088	\$5,403	\$51,192	\$53,496	\$55,908	\$58,428	\$61,056	\$64,836
18	Admin Assistant I	\$3,587	\$3,748	\$3,917	\$4,093	\$4,277	\$4,542	\$43,044	\$44,976	\$47,004	\$49,116	\$51,324	\$54,504
14	Office Technician II	\$3,250	\$3,396	\$3,549	\$3,709	\$3,876	\$4,116	\$39,000	\$40,752	\$42,588	\$44,508	\$46,512	\$49,392
Court		Monthly						Annual					
Grade	Position Title	A	B	C	D	E	F	A	B	C	D	E	F
58g	Judge			\$15,051						\$180,614			
50a	Court Administrator			\$9,922						\$119,064			
39	Court Services Supervisor	\$6,027	\$6,298	\$6,581	\$6,877	\$7,186	\$7,632	\$72,324	\$75,576	\$78,972	\$82,524	\$86,232	\$91,584
c14	Court Clerk 1	\$3,382	\$3,534	\$3,693	\$3,859	\$4,033	\$4,283	\$40,584	\$42,408	\$44,316	\$46,308	\$48,396	\$51,396
c21	Court Clerk 2	\$4,022	\$4,203	\$4,392	\$4,590	\$4,797	\$5,094	\$48,264	\$50,436	\$52,704	\$55,080	\$57,564	\$61,128
41	Probation Supervisor	\$6,334	\$6,619	\$6,917	\$7,228	\$7,553	\$8,021	\$76,008	\$79,428	\$83,004	\$86,736	\$90,636	\$96,252
34	Probation Officer	\$5,328	\$5,568	\$5,819	\$6,081	\$6,355	\$6,749	\$63,936	\$66,816	\$69,828	\$72,972	\$76,260	\$80,988
Finance		Monthly						Annual					
Grade	Position Title	A	B	C	D	E	F	A	B	C	D	E	F
58b	Director			\$13,611						\$163,332			
24	Accounting Tech. II	\$4,162	\$4,349	\$4,545	\$4,750	\$4,964	\$5,272	\$49,944	\$52,188	\$54,540	\$57,000	\$59,568	\$63,264
31	Payroll Analyst	\$4,949	\$5,172	\$5,405	\$5,648	\$5,902	\$6,268	\$59,388	\$62,064	\$64,860	\$67,776	\$70,824	\$75,216
37	Financial Analyst	\$5,736	\$5,994	\$6,264	\$6,546	\$6,841	\$7,265	\$68,832	\$71,928	\$75,168	\$78,552	\$82,092	\$87,180
52	Accounting Manager	\$8,311	\$8,685	\$9,076	\$9,484	\$9,911	\$10,525	\$99,732	\$104,220	\$108,912	\$113,808	\$118,932	\$126,300
Law		Monthly						Annual					
Grade	Position Title	A	B	C	D	E	F	A	B	C	D	E	F
58e	City Attorney			\$13,611						\$163,332			
56	Deputy City Attorney	\$9,172	\$9,585	\$10,016	\$10,467	\$10,938	\$11,616	\$110,064	\$115,020	\$120,192	\$125,604	\$131,256	\$139,392
25	Legal Assistant	\$4,266	\$4,458	\$4,659	\$4,869	\$5,088	\$5,403	\$51,192	\$53,496	\$55,908	\$58,428	\$61,056	\$64,836
29	Paralegal	\$4,711	\$4,923	\$5,145	\$5,377	\$5,619	\$5,967	\$56,532	\$59,076	\$61,740	\$64,524	\$67,428	\$71,604
29	Domestic Violence Legal Liaison	\$4,711	\$4,923	\$5,145	\$5,377	\$5,619	\$5,967	\$56,532	\$59,076	\$61,740	\$64,524	\$67,428	\$71,604
33	Lead Paralegal	\$5,200	\$5,434	\$5,679	\$5,935	\$6,202	\$6,587	\$62,400	\$65,208	\$68,148	\$71,220	\$74,424	\$79,044
45	Prosecutor	\$6,989	\$7,304	\$7,633	\$7,976	\$8,335	\$8,852	\$83,868	\$87,648	\$91,596	\$95,712	\$100,020	\$106,224
48	Chief Prosecutor	\$8,730	\$9,123	\$9,534	\$9,963	\$10,411	\$11,056	\$104,760	\$109,476	\$114,408	\$119,556	\$124,932	\$132,672
53	Assistant City Attorney	\$8,520	\$8,903	\$9,304	\$9,723	\$10,161	\$10,791	\$102,240	\$106,836	\$111,648	\$116,676	\$121,932	\$129,492
Parks		Monthly						Annual					
Grade	Position Title	A	B	C	D	E	F	A	B	C	D	E	F
58a	Director			\$12,640						\$151,680			
58	Deputy Director	\$9,639	\$10,073	\$10,526	\$11,000	\$11,495	\$12,208	\$115,668	\$120,876	\$126,312	\$132,000	\$137,940	\$146,496
13	Lead Lifeguard	\$3,171	\$3,314	\$3,463	\$3,619	\$3,782	\$4,016	\$38,052	\$39,768	\$41,556	\$43,428	\$45,384	\$48,192
33	Graphics Coordinator	\$5,200	\$5,434	\$5,679	\$5,935	\$6,202	\$6,587	\$62,400	\$65,208	\$68,148	\$71,220	\$74,424	\$79,044
33	Chef/Kitchen Coordinator	\$5,200	\$5,434	\$5,679	\$5,935	\$6,202	\$6,587	\$62,400	\$65,208	\$68,148	\$71,220	\$74,424	\$79,044
33	Facility Services Coordinator	\$5,200	\$5,434	\$5,679	\$5,935	\$6,202	\$6,587	\$62,400	\$65,208	\$68,148	\$71,220	\$74,424	\$79,044
33	Recreation Coordinator	\$5,200	\$5,434	\$5,679	\$5,935	\$6,202	\$6,587	\$62,400	\$65,208	\$68,148	\$71,220	\$74,424	\$79,044
38	Parks & Facilities Supervisor	\$5,882	\$6,147	\$6,424	\$6,713	\$7,015	\$7,450	\$70,584	\$73,764	\$77,088	\$80,556	\$84,180	\$89,400
43	Comm. Relations Liaison/Contract Administrator	\$6,654	\$6,953	\$7,266	\$7,593	\$7,935	\$8,427	\$79,848	\$83,436	\$87,192	\$91,116	\$95,220	\$101,124
43	Recreation Manager	\$6,654	\$6,953	\$7,266	\$7,593	\$7,935	\$8,427	\$79,848	\$83,436	\$87,192	\$91,116	\$95,220	\$101,124
43	Community Center Manager	\$6,654	\$6,953	\$7,266	\$7,593	\$7,935	\$8,427	\$79,848	\$83,436	\$87,192	\$91,116	\$95,220	\$101,124
43	Dumas Bay Manager	\$6,654	\$6,953	\$7,266	\$7,593	\$7,935	\$8,427	\$79,848	\$83,436	\$87,192	\$91,116	\$95,220	\$101,124
43	Parks & Facilities Manager	\$6,654	\$6,953	\$7,266	\$7,593	\$7,935	\$8,427	\$79,848	\$83,436	\$87,192	\$91,116	\$95,220	\$101,124
25	Admin Assistant II	\$4,266	\$4,458	\$4,659	\$4,869	\$5,088	\$5,403	\$51,192	\$53,496	\$55,908	\$58,428	\$61,056	\$64,836
18	Admin Assistant I	\$3,587	\$3,748	\$3,917	\$4,093	\$4,277	\$4,542	\$43,044	\$44,976	\$47,004	\$49,116	\$51,324	\$54,504
14	Office Technician II	\$3,250	\$3,396	\$3,549	\$3,709	\$3,876	\$4,116	\$39,000	\$40,752	\$42,588	\$44,508	\$46,512	\$49,392
m14	Custodian - Community Center	\$3,335	\$3,485	\$3,642	\$3,807	\$3,977	\$4,224	\$40,020	\$41,820	\$43,704	\$45,684	\$47,724	\$50,688
m26	Aquatic Facility Operator	\$4,659	\$4,867	\$5,086	\$5,316	\$5,552	\$5,899	\$55,908	\$58,404	\$61,032	\$63,792	\$66,624	\$70,788
m22	Maintenance Worker I	\$4,218	\$4,409	\$4,605	\$4,812	\$5,031	\$5,290	\$50,616	\$52,908	\$55,260	\$57,744	\$60,372	\$63,480
m26	Maintenance Worker II	\$4,659	\$4,867	\$5,086	\$5,316	\$5,552	\$5,899	\$55,908	\$58,404	\$61,032	\$63,792	\$66,624	\$70,788

2021 SALARY SCHEDULE

Grade	Position Title	Monthly						Annual					
		A	B	C	D	E	F	A	B	C	D	E	F
58h	Director			\$13,427						\$161,124			
58	Deputy Public Works Director	\$9,639	\$10,073	\$10,526	\$11,000	\$11,495	\$12,208	\$115,668	\$120,876	\$126,312	\$132,000	\$137,940	\$146,496
26	Fleet Maintenance Coord.	\$5,072	\$5,300	\$5,539	\$5,788	\$6,048	\$6,423	\$60,864	\$63,600	\$66,468	\$69,456	\$72,576	\$77,076
30	Engineering Technician	\$5,072	\$5,300	\$5,539	\$5,788	\$6,048	\$6,423	\$60,864	\$63,600	\$66,468	\$69,456	\$72,576	\$77,076
30	SWM Engineering Technician	\$5,072	\$5,300	\$5,539	\$5,788	\$6,048	\$6,423	\$60,864	\$63,600	\$66,468	\$69,456	\$72,576	\$77,076
34	SWM Public Education & Outreach Coord.	\$5,328	\$5,568	\$5,819	\$6,081	\$6,355	\$6,749	\$63,936	\$66,816	\$69,828	\$72,972	\$76,260	\$80,988
37	Construction Inspector	\$5,736	\$5,994	\$6,264	\$6,546	\$6,841	\$7,265	\$68,832	\$71,928	\$75,168	\$78,552	\$82,092	\$87,180
37	SWM Inspector	\$5,736	\$5,994	\$6,264	\$6,546	\$6,841	\$7,265	\$68,832	\$71,928	\$75,168	\$78,552	\$82,092	\$87,180
35	Recycling Project Manager	\$5,462	\$5,708	\$5,965	\$6,233	\$6,513	\$6,917	\$65,544	\$68,496	\$71,580	\$74,796	\$78,156	\$83,004
35	SWM Water Quality Specialist	\$5,462	\$5,708	\$5,965	\$6,233	\$6,513	\$6,917	\$65,544	\$68,496	\$71,580	\$74,796	\$78,156	\$83,004
38	Street Systems Supervisor	\$5,882	\$6,147	\$6,424	\$6,713	\$7,015	\$7,450	\$70,584	\$73,764	\$77,088	\$80,556	\$84,180	\$89,400
38	SWM Maintenance Supervisor	\$5,882	\$6,147	\$6,424	\$6,713	\$7,015	\$7,450	\$70,584	\$73,764	\$77,088	\$80,556	\$84,180	\$89,400
39	Solid Waste & Recycling Coord	\$6,027	\$6,298	\$6,581	\$6,877	\$7,186	\$7,632	\$72,324	\$75,576	\$78,972	\$82,524	\$86,232	\$91,584
40	SW Quality Program Coord.	\$6,177	\$6,455	\$6,745	\$7,049	\$7,366	\$7,823	\$74,124	\$77,460	\$80,940	\$84,588	\$88,392	\$93,876
43	Sr. Engineering Plans Reviewer	\$6,654	\$6,953	\$7,266	\$7,593	\$7,935	\$8,427	\$79,848	\$83,436	\$87,192	\$91,116	\$95,220	\$101,124
49	Senior Traffic Engineer	\$7,718	\$8,065	\$8,428	\$8,807	\$9,203	\$9,774	\$92,616	\$96,780	\$101,136	\$105,684	\$110,436	\$117,288
44	Traffic Operations Engineer	\$6,821	\$7,128	\$7,449	\$7,784	\$8,134	\$8,638	\$81,852	\$85,536	\$89,388	\$93,408	\$97,608	\$103,656
49	Sr. Transportation Planning Eng.	\$7,718	\$8,065	\$8,428	\$8,807	\$9,203	\$9,774	\$92,616	\$96,780	\$101,136	\$105,684	\$110,436	\$117,288
49	SS Project Engineer	\$7,718	\$8,065	\$8,428	\$8,807	\$9,203	\$9,774	\$92,616	\$96,780	\$101,136	\$105,684	\$110,436	\$117,288
54	Development Services Manager	\$8,730	\$9,123	\$9,534	\$9,963	\$10,411	\$11,056	\$104,760	\$109,476	\$114,408	\$119,556	\$124,932	\$132,672
54	City Traffic Engineer	\$8,730	\$9,123	\$9,534	\$9,963	\$10,411	\$11,056	\$104,760	\$109,476	\$114,408	\$119,556	\$124,932	\$132,672
54	Capital Projects Eng. Manager	\$8,730	\$9,123	\$9,534	\$9,963	\$10,411	\$11,056	\$104,760	\$109,476	\$114,408	\$119,556	\$124,932	\$132,672
54	Surface Water Manager	\$8,730	\$9,123	\$9,534	\$9,963	\$10,411	\$11,056	\$104,760	\$109,476	\$114,408	\$119,556	\$124,932	\$132,672
25	Admin Assistant II	\$4,266	\$4,458	\$4,659	\$4,869	\$5,088	\$5,403	\$51,192	\$53,496	\$55,908	\$58,428	\$61,056	\$64,836
18	Admin Assistant I	\$3,587	\$3,748	\$3,917	\$4,093	\$4,277	\$4,542	\$43,044	\$44,976	\$47,004	\$49,116	\$51,324	\$54,504
m22	Maintenance Worker I	\$4,218	\$4,409	\$4,605	\$4,812	\$5,031	\$5,290	\$50,616	\$52,908	\$55,260	\$57,744	\$60,372	\$63,480
m26	Maintenance Worker II	\$4,659	\$4,867	\$5,086	\$5,316	\$5,552	\$5,899	\$55,908	\$58,404	\$61,032	\$63,792	\$66,624	\$70,788
Police Department		Monthly						Annual					
Grade	Position Title	A	B	C	D	E	F	A	B	C	D	E	F
58d	Police Chief			\$15,268						\$183,216			
32	Police Property/Evidence Cust.	\$5,072	\$5,300	\$5,539	\$5,788	\$6,048	\$6,423	\$60,864	\$63,600	\$66,468	\$69,456	\$72,576	\$77,076
29	Records Supervisor	\$4,711	\$4,923	\$5,145	\$5,377	\$5,619	\$5,967	\$56,532	\$59,076	\$61,740	\$64,524	\$67,428	\$71,604
36	Office Manager	\$5,597	\$5,849	\$6,112	\$6,387	\$6,674	\$7,088	\$67,164	\$70,188	\$73,344	\$76,644	\$80,088	\$85,056
46	Civilian Operations Manager	\$7,166	\$7,488	\$7,825	\$8,177	\$8,545	\$9,075	\$85,992	\$89,856	\$93,900	\$98,124	\$102,540	\$108,900
51c	Police Commander	\$9,671	\$10,105	\$10,560	\$11,035	\$11,532	\$12,247	\$116,052	\$121,260	\$126,720	\$132,420	\$138,384	\$146,964
55d	Deputy Police Chief			\$14,082						\$168,984			
18	Admin Assistant I	\$3,587	\$3,748	\$3,917	\$4,093	\$4,277	\$4,542	\$43,044	\$44,976	\$47,004	\$49,116	\$51,324	\$54,504
45	Police Lieutenant	\$9,390	\$10,066	\$10,791				\$112,680	\$120,792	\$129,492			
a18	Customer Service Specialist	\$3,816	\$3,976	\$4,144	\$4,318	\$4,502	\$4,828	\$45,792	\$47,712	\$49,728	\$51,816	\$54,024	\$57,936
a18	Records Specialist	\$3,816	\$3,976	\$4,144	\$4,318	\$4,502	\$4,828	\$45,792	\$47,712	\$49,728	\$51,816	\$54,024	\$57,936
a18	Administrative Assistant I	\$3,816	\$3,976	\$4,144	\$4,318	\$4,502	\$4,828	\$45,792	\$47,712	\$49,728	\$51,816	\$54,024	\$57,936
a20	Property/Evidence Tech	\$4,005	\$4,176	\$4,354	\$4,536	\$4,728	\$5,066	\$48,060	\$50,112	\$52,248	\$54,432	\$56,736	\$60,792
a24	Animal Services Officer	\$4,445	\$4,636	\$4,834	\$5,036	\$5,249	\$5,625	\$53,340	\$55,632	\$58,008	\$60,432	\$62,988	\$67,500
a27	Public Records Coordinator	\$4,790	\$4,991	\$5,200	\$5,418	\$5,647	\$6,053	\$57,480	\$59,892	\$62,400	\$65,016	\$67,764	\$72,636
a30	CALEA/Volunteer Coordinator	\$5,105	\$5,323	\$5,548	\$5,781	\$6,025	\$6,458	\$61,260	\$63,876	\$66,576	\$69,372	\$72,300	\$77,496
a30	Crime Analyst /Prevention Specialist	\$5,105	\$5,323	\$5,548	\$5,781	\$6,025	\$6,458	\$61,260	\$63,876	\$66,576	\$69,372	\$72,300	\$77,496
a30	Quartermaster	\$5,105	\$5,323	\$5,548	\$5,781	\$6,025	\$6,458	\$61,260	\$63,876	\$66,576	\$69,372	\$72,300	\$77,496
a32	Crime Analyst /Prevention Prg. Coord.	\$5,364	\$5,588	\$5,822	\$6,069	\$6,323	\$6,779	\$64,368	\$67,056	\$69,864	\$72,828	\$75,876	\$81,348
g32	Police Officer	\$5,738	\$6,026	\$6,542	\$7,092	\$7,697		\$68,856	\$72,312	\$78,504	\$85,104	\$92,364	



TYPE OF FEE	2021 Fee
SECTION ONE. ANIMAL LICENSE AND OTHER FEES. (PD)	
Unaltered Cat license per year	\$60
Unaltered Dog license per year	\$60
Altered Cat:	
Altered Cat license for one year	\$20
Altered Cat license for two year	\$35
Altered Cat license for three year	\$50
Altered Dog:	
Altered Dog license for one year	\$25
Altered Dog license for two year	\$45
Altered Dog license for three year	\$65
Permanent License (owners 65 years of age and older) - if Altered	No Fee
Permanent License (disabled) - if Altered	No Fee
Other Fees:	
Replacement Tag	\$2
Hobby Kennel/Hobby Cattery (Plus each individual animal must be licensed)	\$50
Penalties:	
Less than 30 days renewal fee	\$10
30 - 60 days late renewal fee	\$20
Over 60 days late renewal fee	\$25
No refund due to pet moving out of the area, or lost pet. The Manager may authorize a refund collected in error.	
SECTION TWO. BUSINESS REGISTRATION. (FI)	
General Business Registration:	
New Business and renewals, all categories unless otherwise identified herein.	
New Business Registrations and Renewals:	
General Commercial Businesses to include, 2nd Hand Dealer, Dance Hall, Massage Parlor, Gambling (+ \$50 per device up to 6), Restaurants	
0-10 Employees	\$80
11-25 Employees	\$125
26-50 Employees	\$250
51-100 Employees	\$1,500
101-500 Employees	\$4,500
501-1000 Employees	\$9,500
Outside Contractor	\$80
Home Occupation	\$50
Temporary Business Registraton	\$50
Right of Way	\$43
Duplicate Registration (replacement)	\$15
Specialty License:	
Second Hand Dealer	See General Business Registration + \$80
Pawnbroker License	See General Business Registration + \$500
SECTION TWO. BUSINESS REGISTRATION. (FI) (continued)	
Public Bathhouse:	
1. Public Bathhouse Business	See General Business Registration
2. Bathhouse Attendant per attendant in addition to Business Registration fee	\$80
3. Bathhouse Manager per manager in addition to Business Registration fee	\$80
Public Bath House Proration: The entire annual license fee shall be paid for the applicable calendar year regardless of when the application for license is made and shall not be prorated for any part of the year except that if the original application for license is made renewals shall be required to be obtained and paid in full by January 31 of each respective year. subsequent to June 30 the license fee for the remainder of that year shall be one-half of the annual license fee.	
Annual License Renewal	See below
Late Penalty:	
Failure to pay any registration fee due within 30 days after the day on which it is due and payable shall result in a penalty of five percent or \$5.00, whichever is higher, on the amount of the registration fee, and an additional penalty of five percent or \$5.00, whichever is higher, for each succeeding month of delinquency or part thereof, but shall not exceed a total penalty of \$25.00 or 25 percent of the amount of such registration fee, whichever is higher.	
	Per FWRC 12.05.060 (7)

TYPE OF FEE	2021 Fee
SECTION THREE. CONSTRUCTION PERMITS (CD)	

PERMIT FEES

A. BUILDING

The Building, Mechanical, Plumbing, and Sign Permit fees are calculated by applying Valuation Table A to the value of the work proposed. The valuation should include the typical construction methods for foundation work, structural and nonstructural building components, and interior finish material. The value of the work shall be determined by using Building Value Data as published and further updated by the International Code Council or by submission of a written project bid subject to approval by the Building Official.

VALUATION TABLE A

Total Project Valuation	Base	Incremental Factor
\$1.00 - \$1,000.00	\$69.89	N/A
\$1,000.01 - \$2,000.00	\$69.89 for first \$1,000, plus	\$5.28 for each additional \$100.00 or fraction thereof, to and including \$2,000.00.
\$2,000.01 - \$25,000.00	\$122.67 for first \$2,000, plus	\$26.29 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00.
\$25,000.01 - \$50,000.00	\$727.33 for first \$25,000, plus	\$18.73 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00.
\$50,000.01 - \$100,000.00	\$1,195.66 for first \$50,000, plus	\$12.68 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00.
\$100,000.01 - \$500,000.00	\$1,829.76 for first \$100,000, plus	\$10.28 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00.
\$500,000.01 - \$1,000,000.00	\$5,942.50 or first \$500,000, plus	\$8.45 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00.
\$1,000,000.01 and up	\$10,168.14 for first \$1,000,000, plus	\$6.65 for each additional \$1,000.00 or fraction thereof.

Note: Additional fees will apply to a permit, as noted here:

All development permits are charged an automation fee. See **Section Three, I** for details.

All building permits are charged an SBCC surcharge. See **Section Three, I** for details.

Some building permits require plan review. See **Section Three, G** for details.

Some building permits require plumbing fees. See **Section Three, D** for details.

Some building permits require mechanical fees. See **Section Three, C** for details.

Some building permits require a digitizing fee. See **Section Three, I** for details.

Some building permits require an impact fee. See **Section Thirteen** for details.

Some building permits require zoning review. See **Section Seven, B** for details.

Some building permits require a South King Fire fee. See **Section Five** for details.

B. DEMOLITION

Permit Fee is based on total project demolition valuation. See **Section Three, A, Valuation Table A** to calculate fees.

C. MECHANICAL

General permit fees are based on total installation valuation. See **Section Three, A, Valuation Table A** to calculate fees.

Permit and plan review fees for a New Single-Family Residence is a flat fee of:

\$425

D. PLUMBING

General permit fees are based on total installation valuation. See **Section Three, A, Valuation Table A** to calculate fees.

Permit and plan review fees for a New Single-Family Residence is a flat fee of:

\$425

E. ELECTRICAL

Permit fee is based on total installation valuation. Use **Valuation Table B** to calculate electrical permit fees.

VALUATION TABLE B

Total Project Valuation	Base	Incremental Factor
\$1.00 - \$1,000.00	\$75.10	N/A
\$1,000.01 - \$2,000.00	\$75.10 for first \$1,000, plus	\$5.66 for each additional \$100.00 or fraction thereof, to and including \$2,000.00.
\$2,000.01 - \$25,000.00	\$131.74 for first \$2,000, plus	\$28.25 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00.
\$25,000.01 - \$50,000.00	\$781.54 for first \$25,000, plus	\$20.14 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00.
\$50,000.01 - \$100,000.00	\$1,284.96 for first \$50,000, plus	\$13.63 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00.
\$100,000.01 - \$500,000.00	\$1,966.35 for first \$100,000, plus	\$11.03 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00.
\$500,000.01 - \$1,000,000.00	\$6,380.13 for first \$500,000, plus	\$9.09 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00.
\$1,000,000.01 and up	\$10,926.12 for first \$1,000,000, plus	\$7.15 for each additional \$1,000.00 or fraction thereof.

SECTION THREE. CONSTRUCTION PERMITS (CD) (continued)

F. SIGN

(1) Permanent sign.

Permit fee is based on total construction installation valuation. See **Section Three, A, Valuation Table A** to calculate fee.

The total permit fee¹ for electrical signs includes an electrical connection fee, as follows:

First sign \$73

Each additional sign on same application \$35

The total permit fee¹ includes a per sign planning surcharge, as follows:

First sign \$55

Each additional sign on same application \$20

Note 1. Fee is based on actual hourly personnel costs.

(2) Temporary sign. Note: temporary signs are by separate permit.

Permit fee \$51

TYPE OF FEE	2021 Fee
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SECTION THREE. CONSTRUCTION PERMITS (CD) (continued)

G. PLAN REVIEW FEES

The specified plan review fees are separate from and in addition to the permit fees and are collected at application submittal.

Building permit:	65% of the building permit fee
Mechanical permit:	65% of the mechanical permit fee
Plumbing permit:	65% of the plumbing permit fee
Sign permit:	65% of the sign permit fee
Electrical permit:	65% of the electrical permit fee
South King Fire & Rescue:	15% of the building permit fee [Commercial building permits ONLY]

Additional plan review required by changes / additions / revisions to plans, per hour or portion thereof¹

\$73

Outside consultant plan review.

Any private or public professional services contract needed will be billed 100%, plus 10% billing and administrative charges.

Note 1. Fee is based on actual hourly personnel costs.

Note: Fire prevention system plan review fees are found in **Section Five. Fire Code-Annual Permits and Review** fee section.

H. ADDITIONAL OR SPECIAL INSPECTIONS

The following fees are separate from and in addition to the permit fees and are collected in advance of work performed.

1. Reinspection (second and subsequent reinspections) (Hourly Rate ¹)	\$73
2. Inspections for which no fee is specifically indicated (1-hour minimum) (Hourly Rate ¹)	\$111
3. Inspections outside of normal business hours (4-hour minimum) (Hourly Rate ¹)	\$111
4. Inspections performed by outside consultants. [Any private or public professional services contract needed will be billed 100%, plus 10% billing and administrative charges.]	

Note: 1. Fee is based on actual hourly personnel costs.

I. MISCELLANEOUS PERMIT-RELATED FEES

Adult family home facility inspection (3 hour minimum, Hourly Rate ¹)	\$221
Automation Fee (applies to all land use & development permits); Fee is the greater of \$35 or 5% of the permit fee.	\$35
Digitizing for single-family plans submitted and permit issued	\$48
Digitizing for commercial and multi-family plans submitted and permits issued	\$142
Over-The-Counter (OTC) permit review	\$75
Single-family solar panel / system permit fee	\$304
Abandoned Shopping Cart Impound fee	\$25
Abandoned Shopping Cart Salvage fee	\$25
State Building Code Council (SBCC) surcharge for Residential Building Permits	\$6.50
For each residential unit after the first unit on the same permit.	\$2
State Building Code Council (SBCC) surcharge for Commercial Building Permits	\$25
For each residential unit after the first unit on the same permit.	\$2

Note: 1. Fee is based on actual hourly personnel costs.

J. REFUNDS

Permit applications: The Building Official may authorize the refunding of not more than 80% of the permit plan review fees paid, provided the applicant presents a written request to withdraw the application prior to the commencement of staff review. The automation fees are non-refundable. [NOTE: The Building Official does not have purview over another department's or jurisdiction's fees. Please apply for other potential refunds separately, if applicable.]

Issued permits: The Building Official may authorize the refunding of not more than 80% of other, non-plan review-related building permit fees paid, provided the applicant presents a written request to cancel the permit prior to the commencement of any construction work covered by the permit and/or prior to the completion of any inspections by City staff. The automation fees are non-refundable. [NOTE: The Building Official does not have purview over another department's or jurisdiction's fees. Please apply for other potential refunds separately, if applicable.]

K. PENALTIES

Any person who shall commence any work for which a permit is required by this Code without first having obtained a permit may be required to pay double the permit fee fixed by this section for such work. Such double permit fee shall be in addition to any penalty for a violation of the provisions of this Code.

SECTION FOUR. FALSE ALARMS. (EMS)

False Alarm Fee

Burglary

1st and 2nd false alarms in a registration year (July 1 - June 30)	Free
3rd false alarms in a registration year (July 1 - June 30), each alarm	\$50
4th false alarms in a registration year (July 1 - June 30), each alarm	\$100
5th false alarms in a registration year (July 1 - June 30), each alarm	\$150
6th and successive false alarms in a registration year (July 1 - June 30), each alarm	\$200

Robbery

1st and 2nd false alarms in a registration year (July 1 - June 30)	Free
3rd false alarms in a registration year (July 1 - June 30), each alarm	\$75
4th false alarms in a registration year (July 1 - June 30), each alarm	\$150
5th false alarms in a registration year (July 1 - June 30), each alarm	\$225
6th and successive false alarms in a registration year (July 1 - June 30), each alarm	\$300

Registration Fee

Late Registration Fee Penalty	\$25
Late False Alarm Payment Penalty	\$50
Appeal Hearing Cancellation Fee	\$25
	\$10

TYPE OF FEE	2021 Fee
SECTION FIVE. FIRE CODE-ANNUAL PERMITS AND REVIEW. (FIRE)	
Fire Department Review and Inspection of Building Permits	15% of Building Permit Fee with min \$77.25
Fire Prevention System Permits	
Permit Fee (based on valuation)	Per IBC Section 108.2
Plan Review Fee	65% of FP Permit Fee
Outside Consultant plan review	Actual cost
Additional plan review required by changes/additions/revisions to plan, per hour or portion thereof	\$61.21/hr
<i>Note: City retains \$20.00 of total fee for processing</i>	
SECTION SIX. FIREWORKS. (FIRE)	
Public Display Permit (together with \$100.00 cash bond)	\$100
SECTION SEVEN. LAND USE. (CD)	
A. PRINCIPAL LAND USE AND SUBDIVISION-RELATED FEES:	
Accessory Dwelling Units	\$513
Administrative Determination / Code Interpretation	\$733
Annexations	\$3,051
Boundary Line Adjustment, Plus:	\$1,465
Fire Review @ 5%	\$73
Public Works Review	\$895
Binding Site Plan, 2-4 lots, Plus:	\$3,664
Fire Review @ 5%	\$183
Public Works Review	\$1,586
Binding Site Plan, 5-9 lots, Plus:	\$4,764
Fire Review @ 5%	\$239
Public Works Review	\$1,586
Binding Site Plan, 10 & more lots, Plus:	\$7,329
Fire Review @ 5%	\$367
Public Works Review	\$1,586
Change of Use	\$366
Forest Practices Permit	\$258
Flood Plain Permit	\$733
Historic Designation Review	\$146
Lot Line Elimination	\$1,465
Plat, Preliminary, Plus:	\$7,329
Per Acre Fee	\$97
Fire Review @ 5%	\$378
Public Works Review Base fee	\$4,544
Plus per acre fee	\$175
Plat, Final, Plus:	\$4,838
Public Works Review	\$1,907
Plat, Short 2-4 lots, Plus:	\$3,664
Per lot	\$95
Fire Review @ 5%	\$183
Public Works Review	\$1,571
Plat, Short 5 - 9 lots, Plus:	\$4,764
Per lot	\$95
Fire Review @ 5%	\$238
Public Works Review	\$1,571
Pre-Application Meeting	\$556
Process I - Minor site review	\$733

TYPE OF FEE	2021 Fee
SECTION SEVEN. LAND USE. (CD) (continued)	
Process 2 - Site Plan Review [Base Land Use Fee], Plus:	\$3,298
over 25,000 sqft	\$418
over 50,000 sqft	\$732
over 100,000 sqft	\$1,048
Fire Review @ 5%	\$165
Public Works Review Base Fee, Plus:	\$1,493
over 25,000 sqft	\$350
over 50,000 sqft	\$700
over 100,000 sqft	\$1,056
Process 3 - Project Approval [Base Land Use Fee], Plus:	\$4,398
over 25,000 sqft	\$418
over 50,000 sqft	\$732
over 100,000 sqft	\$1,045
Fire Review @ 5%	\$220
Public Works Review Base Fee, Plus:	\$1,493
over 25,000 sqft	\$350
over 50,000 sqft	\$700
over 100,000 sqft	\$1,056
Process 3 - Applications (for radio tower & antenna structures for use by amateur radio operators required by FWRC 19.110.60(3), Plus:	\$258
Fire Review @ 5%	\$13
Process 3 - Administrative Variances	\$4,398
Public Works Review	\$350
Process 4 - Hearing Examiner's Decision , [Base Land Use Fee], Plus:	\$4,672
Fire Review @ 5%	\$234
Public Works Review	\$2,099
Process 4 - Hearing Examiner Variance [Base Land Use Fee], Plus:	\$3,935
Public Works Review	\$528
Process 5 - Quasi-Judicial Rezones [Base Land Use Fee], Plus:	
From one RS designation to another RS designation	\$4,672
Per Acre	\$104
Maximum	\$22,635
From one RM designation to another RM designation	\$4,672
Per Acre	\$104
Maximum	\$22,635
Process 6 - Comprehensive Plan / Rezone Map or Text Amendments [Base Land Use Fee], Plus:	\$4,672
Per Acre (for map amendment)	\$104
Public Notice Fee (for each required published notice)	\$176
SEPA City Center Planned Action , Plus:	\$1,448
Fire Review Fee @ 5%	\$72
Public Works Review	\$700
SEPA Environmental Checklist for Non-Project Action , Plus:	\$1,918
Fire Review Fee @ 5%	\$96
Public Works Review	\$350
SEPA Checklist for Project Action , Plus:	\$1,918
Fire Review Fee @ 5%	\$96
Public Works Review	\$437
Shoreline Substantial Development Permit , [Base Land Use Fee], Plus:	\$4,398
over \$15,000 project value	\$838
over \$50,000 project value	\$2,511
over \$100,000 project value	\$4,605
over \$500,000 project value	\$9,208
over \$1,000,000 project value	\$13,811
Public Works Review	\$1,574
Shoreline Conditional Use Permit , Plus:	\$4,398
Public Works Review	\$2,974
Shoreline (Exemption Determination)	\$366
Shoreline Variance , Plus:	\$4,398
Public Works Review	\$2,200
Temporary Use Permit	\$145
Tree Removal Request	\$145
Zoning Compliance Review -- Change of Use	\$366

TYPE OF FEE	2021 Fee
SECTION SEVEN. LAND USE. (CD) (continued)	
Zoning Verification / Inquiries / Determinations	\$145
B. MISCELLANEOUS LAND USE FEES:	
Appeals	\$1,172
[For appeals of Administrative Decision, SEPA Determination, Notice of Violation, or Hearing Examiner Decision]	
Automation fee (Applies to all Land Use and Development permits)	\$35
Extension requests	\$258
Notary Public Service , Per document	\$10
Review / Requests not otherwise covered by this schedule ⁴ (1-hour minimum)	117.91/hr
Notes:	
1. Appeal Fee shall be reimbursed in the event the reviewing authority determines that the appellant has substantially prevailed in the appeal action.	
2. The South King Fire & Rescue (SKFR) administrative review fee in an amount equal to 5% of the land use fee imposed is charged and collected by the City and paid to SKFR.	
3. Additional fees will be required to pay for any time spent on Land Use Applications by the Department of Public Works above the number of hours covered by the base amount allocated to Public Works for each application.	
4. Fee is based on estimated hourly staff costs.	
C. REFUNDS OF LAND USE FEES.	
The Filing Fees as set forth in the Fee Schedule for the City are established to defray the cost of posting and processing and the proceedings in connection with a land use application. The Director of Community Development may authorize the refunding of not more than 80% of the total application fees paid provided the applicant presents a written request to withdraw or cancel the application. The refund amount shall be determined at the Director's discretion and be based on the amount of staff resources utilized at the time of the request.	
D. MULTIPLE FEES	
When multiple land use fees are required for the same project, the highest fee shall be charged at full cost and each additional fee shall be charged at 25% of listed cost. Exceptions: 1) If a land use permit is required in conjunction with a subdivision application (preliminary plat, short subdivision or binding site plan), full fees for both types of permit shall be charged. 2) SEPA fees shall be charged at the full rate shown.	
SECTION EIGHT. MISCELLANEOUS. (MAYOR)	
Miscellaneous Review, Inspection or other Activity (Land Use, Public Works & Building Permit Services):	
Any public works, land use or building permit-related review, inspection or other activity not covered by the fee schedule, if performed by a City employee, is based on actual hourly cost, plus benefits of 35%, plus overhead of 25%, plus a \$15/hr computer usage fee. Any private or public professional services contract needed will be billed 100%, plus 10% billing and administrative charges.	
Maps, Plats, Miscellaneous	Cost + 10%
Photocopies, Black and White Per Page	Per RCW 42.56 as amended
Photocopies, Color Per Page	Per RCW 42.56 as amended
Scanning Per Page	Per RCW 42.56 as amended
D Size Rolled Plan Copies, Per Sheet	Per RCW 42.56 as amended
E Size Rolled Plan Copies, Per Sheet	Per RCW 42.56 as amended
Audio Duplication, Per CD	Per RCW 42.56 as amended
Video Duplication, Per DVD	Per RCW 42.56 as amended
Notary Public Service, Per document	\$10
Clerk's Certification	\$10
Passport Application	\$25
Facsimile Usage (incoming/outgoing) 1st Page	\$3
each additional page	\$1
Bound Printed Documents	Actual Cost
Non-sufficient Funds Fee	\$25
GIS Map and Data Requests:*	
8 1/2 by 11 - Paper - Color	\$4
8 1/2 by 11 - Paper - Black & White	\$3
8 1/2 by 11 - Mylar - Color	\$5
8 1/2 by 11 - Mylar - Black & White	\$4
11 by 17 - Paper - Color	\$5
11 by 17 - Paper - Black & White	\$4
11 by 17 - Mylar - Color	\$6
11 by 17 - Mylar - Black & White	\$5
Up to 34 by 44 - Paper - Color	\$10
Up to 34 by 44 - Paper - Black & White	\$7
Up to 34 by 44 - Mylar - Color	\$37
Up to 34 by 44 - Mylar - Black & White	\$31
3½ Floppy Disk or CD ROM (per disk/CD)	\$2
* Maps that require extensive processing time or require additional ink and plotting supplies will be charged at a higher rate. Applicable sales tax will be added to the costs.	
Staff Time to Complete Request, Per Hour	\$35
Computer Usage, Per Hour	\$15
Note: Staff time and computer usage will only be charged on requests for custom products.	

TYPE OF FEE	2021 Fee
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SECTION NINE. PARK AND CITY FACILITY USE FEES. (PARKS)

Steel Lake Picnic Rentals & Special Events

Picnic Rentals

Monday - Sunday

Reservations are from 10:00 am - 3:00 pm and 4:00 pm - 9:00 pm with a Full Day option of 10:00 am to 9:00 pm

#1 Steel Lake Park (Site #1) and Town Square Park	
Part Day	\$160
Full Day	\$290
#2 Steel Lake (Site #s 2-5), Adelaide, Laurelwood, Palisades, Sacajawea, and other requested sites (with City approval)	
Part Day	\$95
Full Day	\$170

***Note: Groups over 120 require a Special Events Permits and subject to a different fee schedule and requirements.**

Special Events

First three hours (3 hour minimum)	\$210
Hourly rate after first 3 hours	\$70
Damage Deposit	\$500
<i>Refundable if no damage on-site</i>	

Additional charges on ALL permits/reservations:

City-supplied additional tables	\$15 each per day
City-supplied additional trash cans	\$5 each per day
Electricity	\$50 per day
Stage	\$500 per day
*New stage with canopy	\$1,000 per day

City Hall Room Rentals

Council Chambers (per hour)	\$60
Non-Council Chamber Meeting Rooms (per hour)	\$30

SECTION TEN. PUBLIC WORKS. (PW)

A. Building Moving and Oversize/Overweight vehicle Permit.

1. Building moving through City	\$351
2. Building moving into or within City	\$351
Pre-move inspection, the higher of actual cost or	\$351
3. Oversize/overweight vehicle permit	\$175

B. Street and/or Easement Vacation Application

1-300 lineal feet	\$1,098
every 100 lineal feet thereafter, per 100 LF	\$175

C. Right-of-Way Use Permit, includes 1 inspection

1. Individual single family homeowner applications	\$320
2. All other applications	\$652
3. Supplement plan review fee for any and all permits, per hour	\$175
4. Supplement construction inspection for any and all permits, per hour	\$145
5. Inspection outside of normal business hours (at standard Inspection rate times 1.5)	\$217
6. Weekend, holiday, and emergency call out inspection (4 hours minimum)	\$217
7. Re-inspection	\$286
8. Job start penalty fee	\$265

D. Right-of-Way Modification Request, plus recording fee *

1. Reconsideration of determination with additional supplied information, per hour	\$500
	\$1,000

E. Development Review Fee

1. Single Family	\$263
2. Short Subdivisions Construction Plans (Includes submission & 1 resubmission)	\$2,105
a. Supplemental plan review/construction service fee, per hour (for additional resubmission)	\$175
b. Construction Inspection Fee, per hour	\$149
3. Subdivisions and Commercial/Industrial Developments Construction Plans (Includes submission & 1 resubmission)	\$3,158
a. Supplemental plan review/construction service fee, per hour	\$175
b. Construction Inspection Fee, per hour	\$145

F. Concurrence

Trips generated:	
- If less than 10 trips	\$1,801
- If between 10 and 50 trips	\$5,167
- If between 50 and 500 trips	\$9,452
- If greater than 500 trips	\$15,152

G. Miscellaneous Public Works Permits and Services (Same fee structure under Section Eight/Miscellaneous Fees)

H. Franchise and Small Wireless License & Permits

1. Franchise Application Fee	\$5,000
2. Small Wireless Master Lease Administrative Fee	\$2,000
3. Small Wireless Site Lease Addendum Administrative Fee	\$652
4. Supplemental review for any and all franchise applications and small wireless leases/addendums/permts (per hour)	\$175
5. Small Wireless Site Reservation (6 months, maximum 10 sites) Reservation Fee per site	\$135
6. Small Wireless Site Rent (per location per year)	\$270
7. Small Wireless Permit (when included in Site Lease Addendum)*	fee included in Site Lease Addendum Fee
8. Small Wireless Permit (when not included in Site Lease Addendum)**	\$652

* Recording Fee per chapter 36.198.010 RCW and as amended and K.C. Code 1.12.120 and as amended

** Right-of-Way Use Permit (Section 10 of Fee Schedule) is also required for construction and restoration within the right-of-way.

SECTION ELEVEN. RIGHT-OF-WAY ACTIVITY. (FI)

Right of Way Activity Permit Fee	\$43.35
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SECTION TWELVE. TAXICABS.

Pursuant to King County Fee Schedule

TYPE OF FEE	2021 Fee
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SECTION THIRTEEN. IMPACT MITIGATION.

School Impact Fee, per dwelling unit, as noted below (FWPS RESOLUTION #2019-25):

Single Family Residence	\$3,243
Plus City Administrative Fee @ 5%	\$162
Multi-Family Residence	\$16,003
Plus City Administrative Fee @ 5%	\$800
Mixed-Use Residential in accordance with Ordinance No. 95-249	\$10,561
Plus City Administrative Fee @ 5%	\$528
The following school impact fees discounts apply, as follows:	
Multi-Family Residence - 4+ bedroom unit (0% discount)	\$16,003
Plus City Administrative Fee @ 5%	\$800
Multi-Family Residence - 3 bedroom unit (12.5% discount)	\$14,003
Plus City Administrative Fee @ 5%	\$700
Multi-Family Residence - 2 bedroom unit (31.2% discount)	\$11,010
Plus City Administrative Fee @ 5%	\$551
Multi-Family Residence - 1 bedroom unit (50% discount)	\$8,002
Plus City Administrative Fee @ 5%	\$400
Multi-Family Residence - Studio unit (62.5% discount)	\$6,001
Plus City Administrative Fee @ 5%	\$300

Ordinance No. 14-757 provides 50% reduced school impact fee within City Center Zone.

Note: City Administrative fee of 5% will be added to the total School Impact Fees charged.

Traffic Impact Fee (PW):

Land Use	
A. Residential	
Single Family (Detached) per dwelling	7,054.00
Multi-Family per dwelling	3,314.00
Senior Housing per dwelling	1,710.00
Mobile Home in MH Park per dwelling	2,622.00
B. Commercial - Services	
Drive-in Bank per sf/GFA	40.59
Hotel per room	4,886.00
Motel per room	3,094.00
Day Care Center per sf/GFA	33.96
Library per sf/GFA	21.18
Post Office per sf/GFA	29.10
Service Station per VFP	18,451.00
Service Station with Minimart per sf/GFA	18,399.00
Auto Care Center per sf/GLA	7.05
Movie Theater per seat	358.00
Health Club per sf/GFA	16.33
C. Commercial - Institutional	
Elementary School per sf/GFA	3.79
Middle/Jr High School per sf/GFA	5.23
High School per sf/GFA	5.85
Assisted Living, Nursing Home per bed	2,736.00
Church per sf/GFA	3.69
Hospital per sf/GFA	6.32
D. Commercial - Restaurant	
Restaurant per sf/GFA	30.23
High Turnover Restaurant per sf/GFA	26.08
Fast Food Restaurant per sf/GFA	66.61
Espresso with Drive-Through per sf/GFA	67.83

SECTION THIRTEEN. IMPACT MITIGATION. (continued)

E. Commercial - Retail Shopping	
Shopping Center per sf/GLA	10.75
Supermarket per sf/GFA	24.49
Convenience Market per sf/GFA	63.69
Free Standing Discount Store per sf/GFA	14.11
Hardware/Paint Store per sf/GFA	3.71
Variety Store per sf/GFA	11.84
Furniture Store per sf/GFA	1.08
Home Improvement Superstore per sf/GFA	5.78
Pharmacy with Drive-Through per sf/GFA	18.16
Car Sales - New/Used per sf/GFA	24.43
F. Commercial - Office	
General Office per sf/GFA	8.43
Medical Office per sf/GFA	21.13
G. Industrial	
Light Industry/Manufacturing per sf/GFA	5.13
Industrial Park per sf/GFA	3.26
Mini-Warehouse/Storage per sf/GFA	1.38
Warehousing per sf/GFA	1.55

City Center Impact Fee Rates

TYPE OF FEE	2021 Fee
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SECTION THIRTEEN. IMPACT MITIGATION. (continued)

A. Commercial - Services	
Drive-in Bank (CC) per sf/GFA	23.70
Day Care Center (CC) per sf/GFA	19.83
Library (CC) per sf/GFA	12.37
Post Office (CC) per sf/GFA	16.99
Movie Theater (CC) per seat	209.18
Health Club (CC) per sf/GFA	9.54
B. Commercial - Restaurant	
Restaurant (CC) per sf/GFA	14.54
High Turnover Restaurant (CC) per sf/GFA	12.54
Fast Food Restaurant (CC) per sf/GFA	31.99
C. Commercial - Retail Shopping	
Shopping Center (CC) per sf/GLA	5.17
Supermarket (CC) per sf/GFA	11.78
Pharmacy with Drive-Through (CC) per sf/GFA	8.73
D. Commercial - Office	
General Office (CC) per sf/GFA	3.18
Medical Office (CC) per sf/GFA	7.97

GFA = Gross Floor Area

GLA = Gross Leasable Area

CC = City Center

For uses with Unit of Measure in sF, trip rate is given as trips per 1,000 sF

VFP = Vehicle Fueling Positions (Maximum number of vehicles that can be fueled simultaneously)

Note: City Administrative fee of 5% will be added to the total Traffic Impact Fees charged.

Surface Water

A. System Development Charge

Single Family (Detached) per dwelling	981.00
All other Development per ESU (1 ESU = 3200 sf of new impervious surface)	981.00

SECTION FOURTEEN. PUBLIC SAFETY. (PD)

Photocopies, Black and White Per Page	Per RCW 42.56 as amended
Photocopies, Color Per Page	Per RCW 42.56 as amended
Scanning Per Page	Per RCW 42.56 as amended
Photograph Duplication (from film)	Per RCW 42.56 as amended
Audio Duplication, Per CD	Per RCW 42.56 as amended
Video Duplication, Per DVD	Per RCW 42.56 as amended
Digital Image Duplication, Per CD	Per RCW 42.56 as amended
Fingerprint Card	\$10 1st/ \$3 ea add'l
Clearance Letter	\$5
Concealed Pistol License - Fees may change pursuant to State of Washington Firearms fee schedule	
Concealed Pistol License - New	\$49.25
Concealed Pistol License - Renewal	\$32
Concealed Pistol License - Late Renewal	\$42
Concealed Pistol License - Duplicate/Reissuance	\$10
Lamination	\$5
Traffic School (including Police and Court costs)	\$175

SECTION FIFTEEN. COMMUNITY CENTER MEMBERSHIP FEES. (PARKS)

	2021 Monthly No Contract	Monthly 1 yr Contract	Monthly 1 yr-Contract	Full Payment 1 yr Contract
A. Resident				
Single - Adult (18-61)	\$42	\$35	\$35	\$378
Single - Youth (3-11)	\$27	\$22	\$22	\$238
Single - Teen (12-17)	\$35	\$30	\$30	\$324
Single - Senior (62+)	\$35	\$30	\$30	\$324
Household of 2	\$67	\$55	\$55	\$594
Household of 2 Seniors (62+)	\$55	\$45	\$45	\$485
Household of 3	\$75	\$63	\$63	\$680
Household of 4	\$80	\$68	\$68	\$735
Household of 5	\$85	\$73	\$73	\$790
Household of 6	\$88	\$76	\$76	\$820
Household of 7	\$91	\$79	\$79	\$853
Household of 8	\$94	\$82	\$82	\$885
* Low Income Rate is 75%				
B. Non-Resident				
Single - Adult (18-61)	\$47	\$40	\$40	\$432
Single - Youth (3-11)	\$30	\$25	\$25	\$269
Single - Teen (12-17)	\$40	\$35	\$35	\$378
Single - Senior (62+)	\$40	\$35	\$35	\$378
Household of 2	\$72	\$60	\$60	\$648
Household of 2 Seniors (62+)	\$60	\$50	\$50	\$540
Household of 3	\$80	\$68	\$68	\$735
Household of 4	\$85	\$73	\$73	\$790
Household of 5	\$90	\$78	\$78	\$843
Household of 6	\$93	\$81	\$81	\$875
Household of 7	\$96	\$84	\$84	\$907
Household of 8	\$99	\$87	\$87	\$940
*Low Income is 75%				
C. Corporate Membership Plan (Mobile Pass) M-F 10:00 am - 6:00 pm	\$25			

TYPE OF FEE	2021 Fee
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SECTION FIFTEEN. COMMUNITY CENTER MEMBERSHIP FEES. (PARKS) Continued

D. Room Rental Fees	Rental Period	Resident	Non-Resident
Community Full Room	All Day	\$1,995	\$2,200
	4 - 8 hours	\$1,365	\$1,575
	Per hour (2 hr min.)	\$395	\$450
Two Room Combo	4 - 8 hours	\$1,000	\$1,155
	Per hour (2 hr min.)	\$260	\$300
One Room	4 - 8 hours	\$500	\$575
	Per hour (2 hrs min.)	\$160	\$185
Forest Lounge	4 - 8 hours	\$480	\$550
	Per hour (2 hr min.)	\$160	\$185
Maple Room	4 - 8 hours	\$300	\$350
	Per hour (2 hr min.)	\$75	\$95
Wedding Package		\$1,750	\$1,950
Banquet hall (4 - 8 hrs), Linens, Bridal Room (4 hrs), and Set-up Custom Set-up fee (1 room \$75, 2 rooms \$125, 3 room \$175)			
Kitchen with room rental (preferred caterer)		\$25/hr	\$25/hr
Kitchen with room rental (non-preferred caterer)	\$200 base fee	\$25/hr	\$25/hr
E. Damage Deposit fee			
Full or 2/3rd room		\$500	\$500
1 Room or Maple Room		\$250	\$250

SECTION SIXTEEN. IT TECHNOLOGY FEES. (IT)

In order to accommodate the high cost and need to continually replace telecommunications, data, network, hardware, and software systems caused by a continuous and rapidly changing technology environment, the technology fees shall be applied to the following transactions:

A. Business license fees. A fee of one dollar (\$1) per business license transaction unless the business is exempt from payment of the business license fee.

B. Parks and recreation fees. A fee of one dollar (\$1) per transaction for each registration for any parks and recreation program. For the purposes of this subsection, "transaction" shall mean the process of collecting and receipting fees and charges in the form of cash, check, or credit card payment for programs, services, or miscellaneous resale items offered by the parks and recreation department. The fee shall not apply to the following:

1. The fee shall not apply to registrations or transactions with a total cost less than ten dollars (\$10);
2. The fee shall not apply to drop-in transactions (such as, for example and without limitation (1) time payment for use of the weight room at Community Center).

C. For all other applications, permits, inspections, registrations, transactions, and approvals established under the Federal Way Revised City Code, the fee shall be established by council resolution.

DEMOGRAPHIC STATISTICS

Fiscal Year	Population	Per Capital Income [C]	Median Age [C]	Education Level in Years of Formal Schooling	School Enrollment [A]	Unemployment Rate [B]
2006	86,530	22,451	32.5	13.0	22,184	4.5%
2007	87,390	26,137	37.2	13.0	21,775	3.9%
2008	88,040	27,730	37.0	13.0	21,622	4.9%
2009	88,578	27,638	36.6	13.0	21,700	9.5%
2010	88,760	27,307	35.1	13.0	21,630	10.3%
2011	89,370	26,668	35.2	13.0	21,608	9.1%
2012	89,460	26,514	34.9	13.0	20,665	8.1%
2013	89,718	26,740	34.9	13.0	21,554	7.4%
2014	90,147	20,481	35.1	13.0	21,772	6.2%
2015	90,764	27,145	35.7	13.0	21,979	5.3%
2016	93,670	27,483	35.7	13.0	21,673	4.9%
2017	96,350	28,947	35.9	13.0	22,522	4.4%
2018	96,690	30,288	36.9	13.0	22,309	4.1%
2019	97,840	31,438	35.9	13.0	23,318	4.0%
(A)	Includes public school enrollment. Kindergarten is included though not State mandated.					
(B)	Unemployment rates came from the US Department of Labor, Bureau of Labor Statistics.					
(C)	Per Capital Income for Federal Way came from U.S. Census Bureau - Quickfacts.					
Sources:	Data was obtained from U. S. Census Bureau US Department of Labor, Bureau of Labor Statistics US Department of Commerce, Bureau of Economic Analysis School data was provided by the Federal Way School District.					

PRINCIPAL TAXPAYERS

**PRINCIPAL TAXPAYERS
DECEMBER 31, 2019**

Taxpayer	Type of Business	2019 Assessed Valuation	Percentage of Total Assessed Valuation (A)
KW Club Palisades LLC	Real Estate Management	\$ 105,703,000	0.88%
Prime Catalina Campus Dr (formerly Alliance Tax Advisors)	Real Estate Management	102,041,000	0.85%
Puget Sound Energy-Elec/Gas	Electric\Gas	99,325,000	0.82%
Prime Woodley Campus Drive	Real Estate Management	78,629,000	0.65%
Federal Way Campus LLC (formerly part of Weyerhaeuser)	Real Estate Management	75,941,800	0.63%
IRGRA (formerly part of Weyerhaeuser)	Real Estate Management	72,676,700	0.60%
PRCP-Arcadia LLC (formerly Campus Drive Fee Owner LLC)	Real Estate Management	71,284,000	0.59%
Harsch Investment Properties	Retailer	70,692,700	0.59%
Avanath Federal Way LLC	Real Estate Management	68,276,683	0.57%
MGP XI Commons FW LLC (formerly Commons Mall LLC)	Retailer	67,113,800	0.56%
		\$ 811,683,683	6.74%

(A) 2019 and 2010 assessed valuation for the City of Federal Way was \$ 12,075,455,354 and \$ 8,206,354,959, respectively

Source: King County Assessor - Principal Taxpayers.

PRINCIPAL EMPLOYERS

**PRINCIPAL EMPLOYERS
DECEMBER 31, 2019**

Taxpayer	Type of Business	Number of Employees
Federal Way Public Schools	Educational Services	2,229
St Francis Hospital	Medical Services	1,014
World Vision Inc	Christian Relief Agency-No npro fit	853
Us Postal Service - Bulk Mail	Postal Service	654
Western WA Corp. of Seventh Day Adventists	Non-Pro fit Church Organization	500
City Of Federal Way	Government Services	489
Total Rental Care Inc. aka Davita	Health Services	470
Wal-Mart	Retail	456
Fred Meyer	Retail	342
Costco Wholesale Corporation	Wholesale	292
Res Care Home Care	Health Services	247
Franciscan Medical Group	Medical Services	245
Virginia Mason Federal Way	Medical Services	235
Community Integrated Services	Health Services	225
Korean Women's Assoc.	Professional Services	210

City of Federal Way Business Licenses - Principal Employers - includes both full-time and part-time employees.

MISCELLANEOUS STATISTICAL INFORMATION DECEMBER 31, 2019

TYPE OF GOVERNMENT

Council - Mayor

ORGANIZATION STRUCTURE

Legislative Administrative
Mayor **8 Directors**
7 Councilmembers

CORPORATE INFORMATION

The City of Federal Way is a noncharter optional code City. It was incorporated as an optional code City on February 28, 1990, and is governed under the provisions of the Optional Municipal Code of the Revised Code of Washington. Optional Code City status increases the City's operating authority by extending it to the powers of all four city classifications which exist in Washington law.

LOCATION AND AREA

Federal Way, the ninth largest city in the State of Washington, encompasses an area of 22.5 square miles including annexation. It is located in South King county approximately 25 miles south of Downtown Seattle and 8 miles north of Downtown Tacoma. The community is residential commercial, with the populace employed locally in neighboring cities such as SeaTac, Kent, Tacoma, Bellevue and Seattle. The City has approximately 37,257 households. It is 6 miles from the Port of Tacoma and 9 miles south of SeaTac International Airport. The City is served by Interstate 5 and state highways 18, 99 and 509. Frequent Metro public bus service is available to both Seattle and Tacoma throughout Federal Way. Three express park-and-ride lots are provided.

POPULATION, REGISTERED VOTERS AND EMPLOYMENT WITHIN CITY LIMITS

The population of Federal Way is presently 97,840 of which 49,336 are registered voters. A total of 47,290 (est.) people are employed within the City limits.

NUMBER OF CITY EMPLOYEES

In the year 2019, the City authorized 339.68 full-time equivalent employees. There were 134 commissioned Police positions. The Teamsters Union #763 represented 27.5 employees of Public Works Maintenance and Parks Maintenance, 23 employees were represented by the PSSA (Police Support Services Association), and the Police Guild

RECREATIONAL FACILITIES

- 34 Developed park sites covering 620 acres
- 23 Undeveloped park sites covering 436 acres
- 26 Public tennis courts, 9 of which are owned by the City
- 4 Public swimming pools, 2 owned by the City and 2 owned by King County
- 7 Trails covering 12 miles

OTHER CITY OWNED FACILITIES

- 1 City Hall
- 1 Community Center
- 1 Dumas Bay Centre
- 1 Parks Maintenance Facility
- 1 Performing Arts & Event Center

PUBLIC EDUCATION

		2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
23	Elementary Schools	9,560	9,673	9,229	9,777	10,054	10,253	10,498	10,493	10,241	10,576
6	Middle Schools (incl. Public Academy)	5,235	5,205	5,041	5,050	5,034	5,209	5,183	5,238	5,217	4,485
4	High Schools	6,547	6,409	6,018	6,341	6,299	6,166	5,582	6,382	6,389	6,342
4	Altern./Internet Academy (K-12)	288	321	377	386	385	351	412	409	462	1,915
		21,630	21,608	20,665	21,554	21,772	21,979	21,675	22,522	22,309	23,318
2,229	Staff members										

MISCELLANEOUS STATISTICAL INFORMATION

DECEMBER 31, 2019

MILES OF STREET

Streets (Center Line Miles)..... 256.52

SIGNALS/STREET LIGHTS

Signals WSDOT-owned and maintained.....	6
Signals City-owned and King County-maintained...	81
Street lights City-owned and maintained.....	2,098
Street lights City-owned and PSE-maintained.....	644
Street lights PSE-owned and maintained.....	2,067

LOCAL TAXES ON BUSINESSES

Franchise Tax - Cable TV.....	5.00%
Admissions Tax.....	5.00%
Gambling Taxes:	
Bingo/Raffles.....	5.00%
Amusement/Games.....	2.00%
Punchboard/Pull Tabs*.....	3.00%
Cardrooms**.....	10.00%
Local Sales Tax (Collected by the State).....	10.00%
*Rate effective 8/1/2010	
**Rate effective 6/6/2010	

POLICE INFORMATION

Dispatched Call for Services

Offenses:	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Forcible Rape (including attempts)	50	38	48	35	62	39	46	34	44	32
Robbery	152	119	107	107	135	152	191	169	234	156
Criminal Homicide	5	4	3	6	4	4	9	7	1	3
Aggravated Assault	118	99	150	133	148	178	209	226	173	175
Vehicle Theft	741	694	800	778	869	762	1080	963	805	634
Burglary (commercial & residential)	828	752	931	801	816	635	645	664	672	563
Larceny	3,141	3,067	3,409	3,571	3,912	3,701	4,225	3,699	3,060	3,106
Arson	11	11	9	7	13	14	18	10	14	12
Citations:										
Traffic	18,094	17,226	13,023	17,558	13,705	15,466	10,602	10,579	7,619	8,186
Red Light Photo	25,691	15,340	13,455	13,455	24,750	29,812	33,626	38,434	35,781	25,175

FIRE AND EMERGENCY MEDICAL RESPONSE INFORMATION

Fire and Emergency Medical Response information reflects the greater Federal Way area, which is served by Fire District #39.

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Fire and Other Responses	1,041	934	1,363	968	999	1,148	1,019	3,213	1,253	4,278
Emergency Medical	11,460	11,914	12,571	12,950	13,847	14,193	16,144	17,109	15,968	16,422

BUILDING RELATED PERMITS & VALUES

	2010	2011	2012	2013	2015	2016	2017	2017	2018	2019
Building Permits	545	482	598	662	632	633	544	649	580	391
Estimated Value (In Millions \$)	\$ 53.4	\$ 33.0	\$ 58.1	\$ 61.6	\$ 128.0	\$ 198.0	\$ 57.0	\$ 62.0	\$ 86.0	\$ 227.0
Other Building Related Permits	2,423	2,385	2,960	3,827	3,722	3,868	3,429	3,425	3,464	2,927
Estimated Value (In Millions \$)	\$ 5.9	\$ 6.2	\$ 5.4	\$ 5.5	\$ 7.0	\$ 8.0	\$ 8.0	\$ 10.0	\$ 10.0	\$ 44.0

TAXABLE SALES (in millions)

	2010	2011	2012	2013	2016	2017	2017	2017	2018	2019
Retail Sales	\$1,261	\$1,277	\$1,239	\$1,355	\$1,432	\$1,564	\$1,673	\$1,671	\$1,733	\$1,888
Real Estate Sales	\$238	\$315	\$303	\$399	\$418	\$599	\$1,062	\$819	\$841	\$1,044

GLOSSARY OF BUDGET TERMS

The following are definitions for common terms found in budget summary statements, as well as an explanation of financial terms, found in this budget document.

<i>Accounting System</i>	The total set of records and procedures, which are used to record, classify, and report information on the financial status and operations of an entity.
<i>Accrual Basis</i>	Accrual basis of accounting is used in proprietary (enterprise and internal service) funds. Under it, transactions are recognized when they occur. Revenues are recognized when earned and expenses are recognized when incurred. "When" cash is received or disbursed is not a determining factor.
<i>Adjusted Budget</i>	The budget as revised through supplemental appropriations approved by Council during the year.
<i>Allocation</i>	To set aside or designate funds for specific purposes. An allocation does not authorize the expenditure of funds.
<i>Appropriation</i>	An authorization made by the City Council which permits officials to incur obligations against and to make expenditures of governmental resources.
<i>Arbitrage</i>	The excess of the yield on investments acquired with gross proceeds of a bond issue over the bond yield of the issue. This excess must be rebated to the United States Treasury, and is called arbitrage rebate.
<i>Assessed Valuation</i>	The estimated value placed upon real and personal property by the King County Assessor as the basis for levying property taxes.
<i>Audit</i>	<p>A systematic examination of resource utilization concluded in a written report. It is a test of management's internal accounting controls and is intended to:</p> <ul style="list-style-type: none"> • ascertain whether financial statement fairly present financial positions and results of operations; • test whether transactions have been legally performed; • identify areas for possible improvements in accounting practices and procedures; • ascertain whether transactions have been recorded accurately and consistently; • and ascertain the stewardship of officials responsible for governmental resources
<i>BARS</i>	The State of Washington prescribed <u>Budgeting, Accounting, Reporting Systems</u> Manual for which compliance is required for all governmental entities in the State of Washington.
<i>Balanced Budget</i>	State law prescribes a balanced budget is total expenditures and other uses no to exceed total resources (current revenue plus beginning fund balance). The City of Federal Way's policy further requires that ongoing expenditures do not exceed ongoing revenues. A balanced budget for Federal Way must meet both conditions.
<i>Base Budget</i>	Ongoing expense for personnel, contractual services, and the replacement of supplies and minor equipment required to maintain service levels previously authorized by City Council.
<i>Beginning Fund Balance</i>	The resources that are unspent from the previous year and are available in the subsequent fiscal year for expenditures. Since these resources are typically available due to under expenditures in the previous year or unexpected revenues, it is prudent to not utilize these resources for ongoing operational expenditures.

<i>Benefits</i>	Employer contributions paid by the City as part of the conditions of employment. Examples include: health/dental insurance, state public employees retirement system, city retirement system, and employment security.
<i>Biennial Budget</i>	A budget applicable to a two-year fiscal period.
<i>Bond(Debt Instrument)</i>	A written promise to pay (debt) a specified sum of money (called principal or face value) at a specified future date (called the maturity date) along with periodic interest paid at a specified percentage of the principal (interest rate). Bonds are typically used for long-term debt to pay for specific capital expenditures.
<i>Budget</i>	A plan of financial operation embodying an estimate of expenditures for a given period and the proposed means of financing them (revenue estimates). The term is also sometimes used to denote the officially approved expenditure ceilings under which the City and its departments operate.
<i>Budget Amendment</i>	A change to a budget adopted in accordance with State law. A budget may be amended to increase expenditures/expenses at the fund level by ordinance without public notice or public hearing requirements, when unanticipated revenues occur or emergencies exist (RCW 35A.33.080 and 35A.33.120). The Mayor is authorized to make budget amendments between organizations of the same fund, as long as there is no change in the total budget for that fund.
<i>Budget Calendar</i>	The schedule of key dates or milestones which the City follows in the preparation and adoption of the budget.
<i>Budgets and Budgetary Accounting</i>	The City of Federal Way budgets its funds in accordance with Revised Code of Washington (RCW) 35A.33. In compliance with the Code, annual appropriations are adopted for the General, Special Revenue, Debt Service and Capital Projects Fund. Any unexpended appropriations lapse at the end of the fiscal year. For Governmental Funds, there is no substantial difference between budgetary basis and generally accepted accounting principles. Annual appropriated budgets are adopted at the fund level.
<i>Budgetary Control</i>	The control or management of a government in accordance with the approved budget for the purpose of keeping expenditures within the limitations of available appropriations and resources.
<i>Budget Document</i>	The official written statement prepared by the budget office and supporting staff, which presents the proposed budget to the City Council.
<i>Community Development Block Grant (CDBG)</i>	Funding provided for the purpose of carrying out eligible community development and housing activities.
<i>Capital</i>	Expenditures made to acquire, reconstruct, or construct major fixed or capital assets. A fixed asset is a tangible object of a long-term character which will continue to be held or used, such as land, buildings, machinery, furniture, and other equipment. A capital asset must exceed \$5000 in cost and have an expected useful life expectancy of 12 months. For purposes of this definition, a "fixed asset" includes a group of items purchased together that will be used "for a single purpose" and which could not be used effectively by themselves.
<i>Capital Facilities Plan (CFP)</i>	A capital facilities plan includes an inventory of existing facilities, a forecast of future needs, proposed locations, capacities for new or expanded facilities, and a financing plan. The financing plan outlines the costs, revenues and time schedules for each capital improvement project. In compliance with the Growth Management Act legislation within the State of Washington, the City is preparing such a plan.

<i>Capital Improvement Program (CIP)</i>	A plan for capital expenditures to be incurred each year over a period of five or more future years setting forth each capital project, identifying the expected beginning and ending date for each project, the amount to be expended in each year, and the method of financing those expenditures.
<i>Certificates of Participation</i>	A certificate of participation represents a divided share of a lease that is assigned or marketed to investors. These debt instruments typically represent general obligation debt but can also be issued by enterprises.
<i>Certificate of Deposit</i>	A negotiable or non-negotiable receipt for monies deposited in a bank or other financial institution for a specified period at a specified interest rate.
<i>Comprehensive Plan</i>	A general plan that outlines growth and land use for residential, commercial, industrial, and open space areas.
<i>Consumer Price Index (CPI)</i>	A statistical description of price levels provided by the United States Department of Labor. The index is used as a measure of change in the cost of living.
<i>Contingency</i>	A budgetary reserve set aside for emergencies or unforeseen expenditures for which no other budget exists.
<i>Cost of Living Adjustment (COLA)</i>	An increase in salaries to offset the adverse effect of inflation on compensation.
<i>Councilmanic Bonds</i>	Councilmanic bonds refer to bonds issued with the approval of the Council as opposed to voted bonds which must be approved by vote of the public. Councilmanic bonds must not exceed .75% of the assessed valuation.
<i>Debt Service</i>	Payment of interest and repayment of principal to holders of the City's debt instruments.
<i>Deficit</i>	<ol style="list-style-type: none"> (1) The excess of an entity's liabilities over its assets (see Fund Balance) (2) The excess of expenditures or expenses over revenues during a single accounting period.
<i>Department</i>	Basic organizational unit of City government responsible for carrying out a specific function.
<i>Depreciation</i>	<ol style="list-style-type: none"> (1) Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence. (2) That portion of the cost of a capital asset which is charged as an expense during a particular period.
<i>Division</i>	A group of homogenous cost centers within a department.
<i>Designated Fund Balance</i>	Fund balance that is not legally restricted to a specific use, but is nonetheless planned to be used for a particular purpose. For example, the General Fund has a fund balance that is designated for contingency. There is no legal restriction on the use of this fund balance, but it is budgeted to provide financial stability.
<i>Enterprise Fund</i>	A fund type used to account for operations that are financed or operated in a manner similar to private business enterprise where the intent of the governing body is that costs or providing goods and services be recovered primarily through user charges.
<i>Expenditures/ Expenses</i>	Where accounts are kept on the modified accrual basis (expenditures) or accrual basis (expenses) of accounting, the cost of goods received or services rendered whether cash payments have been made or not. Where accounts are kept on a cash basis, expenditures are recognized only when the cash payments for the above purposes are made.

CITY OF FEDERAL WAY 2021/2022 BUDGET

<i>Fees</i>	A general term used for any charge for services levied by government associated with providing a service, permitting an activity, or imposing a penalty. Major types of fees include business and non-business licenses and user charges.
<i>Fiscal Year</i>	A twelve (12) month period designated as the operating year by an entity. For Federal Way, the fiscal year is the same as the calendar year.
<i>Full-Time Equivalent Position (FTE)</i>	FTE is a measure of a position by its budgeted hours. For example, 1 FTE equals 2,080 hours and .75 FTE equals 1,566 hours.
<i>Fund</i>	An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives. (See the fund divider pages for specific fund category definitions.)
<i>Fund Balance</i>	Difference between assets and liabilities (the equity) reported in governmental funds. Fund balances are classified as reserved or unreserved/undesignated. <i>Reserved funds:</i> an account used to indicate that a portion of fund equity is legally restricted for a specific purpose. <i>Unreserved or undesignated funds:</i> the funds remaining after reduction for reserved balances. In addition, many of the special funds are themselves restricted as to use, depending on legal restrictions governing the levy of the funds they contain.
<i>General Fund</i>	This fund is supported by taxes, fees, and other revenues that may be used to pay the expense and liabilities of the City's general services and programs for citizens that are not separately accounted for in a special purpose fund.
<i>General Obligation</i>	Bonds for which the full faith and credit of the insuring government are pledged for <i>Bonds</i> payment.
<i>Goal</i>	A long-range statement of broad direction, purpose, or intent, based on the needs of the community.
<i>Grant</i>	A contribution of assets (usually cash) by one governmental unit or other organization to another. Typically, these contributions are made to local governments from state and federal governments. Grants are typically made for specified purposes.
<i>Growth Management Act (GMA)</i>	Legislation enacted in 1990 by the State Legislature requiring that all jurisdictions in the larger counties adopt new comprehensive plans by the end of 1993. This was enacted due to the enormous growth experienced in the State and the lack of uniform guidance for related development. This Act further specified that all plans conform to a broad set of guidelines set out by the State and that they be compatible with the guidelines of both the parent county and neighboring jurisdictions. Eight specific elements, including concurrency, are required to be included in every Comprehensive plan. Concurrency requires that infrastructure be available at the same time as new development.
<i>Infrastructure</i>	The underlying foundation, especially the basic installations and facilities, on which the continuance and growth of a jurisdiction depends (e.g. streets, roads, water systems)
<i>Indebtedness</i>	The state of owing financial resources to other financial institutions and investors.
<i>Interfund Services</i>	Payments for services rendered made by one City department or fund to another. Internal Service Fund billings are included in the category. These billings, however, also include equity transfers to internal service funds in support of "first time" asset acquisitions.
<i>Interfund Transfers</i>	Contributions from one City fund to another in support of activities of the receiving fund.

	Loans are not included.
<i>Intergovernment Services</i>	Services purchased from other government agencies and normally include types of services that only government agencies provide.
<i>Internal Control</i>	<p>A plan of organization for purchasing, accounting, and other financial activities, which, among other things, provides that:</p> <ul style="list-style-type: none"> • The duties of employees are subdivided so that no single employee handles a financial action from beginning to end. • Proper authorizations from specific responsible officials are obtained before key steps in the processing of a transaction are completed. • Records and procedures are arranged appropriately to facilitate effective control.
<i>Internal Service Fund</i>	Funds used to account for the financing of goods or services provided by one department or agency to other departments or agencies of a government, or to other governments, on a cost reimbursement basis.
<i>Investment</i>	Securities and real estate purchased and held for the production of income in the form of interest, dividends, rentals or base payments.
<i>Level of Service</i>	Used generally to define the existing services, programs, and facilities provided by the government for its citizens. Level of service in any given activity may be increased, decreased, or remain the same, depending on the needs, alternatives, and available resources.
<i>Levy</i>	To impose a tax, special assessment or service charge for the support of government activities. The term most commonly refers to the real and personal property tax levy.
<i>Levy Rate</i>	The rate at which taxes, special assessments or service charges are imposed. For example, the real and personal property tax levy is the rate at which property is taxed per \$1,000 of assessed valuation. The rate is determined by calculating the ratio of the maximum amount of property tax revenue allowable under state law and the total assessed valuation within the taxing district.
<i>Liability</i>	Debt or other legal obligations arising out of transactions in the past which must be liquidated renewed or refunded at some future date.
<i>Long-Term Debt</i>	Debt with a maturity of more than one year after the date of issuance.
<i>Mitigation Fees</i>	Fees paid by developers toward the cost of future improvements to City infrastructure, which improvements are required due to the additional demands generated by new development.
<i>Modified Accrual Basis</i>	Modified Accrual Basis of accounting is used in governmental fund types (general, special revenue, debt service, and capital project funds). Under it, revenues and other financial resource increments are recognized when they become both measurable and available to finance expenditures of the current period. Expenditures are generally recognized when they are incurred (bring forth a liability).
<i>Net Interest Cost</i>	This is the traditional method of calculating bids for new issues of municipal (NIC) securities. It is computed as either: (a) Dollar Cost: total scheduled coupon payments + bid discount (- bid premium), or (b) Interest Rate: total scheduled coupon payments + bid discount (- bid premium) divided by bond year dollars. Bond year dollars is the sum of the number of years each bond in an issue is scheduled to be outstanding multiplied by its par value.

CITY OF FEDERAL WAY 2021/2022 BUDGET

<i>Object</i>	As used in expenditure classification, this term applies to the type of item purchased or the service obtained (as distinguished from the results obtained from expenditures). Examples are personnel services, contractual services, and materials and supplies.
<i>Objective</i>	A specific measurable achievement that may be accomplished within a specific time frame.
<i>Operating Budget</i>	An operations plan, expressed in financial terms, whereby an operating program is funded for a single year. Per state law, operating budgets lapse at year-end.
<i>Performance Measures</i>	A performance measure is an indicator of the attainment of an objective. It is a specific quantitative measure of work performed or services provided within an activity or program, or it may be a quantitative measure of results obtained through a program or activity.
<i>Personnel Services</i>	Includes total wages and benefits.
<i>Program Activity</i>	A broad function or a group of similar or related services/activities having a common purpose.
<i>Proposed Budget</i>	The Mayor's recommended budget submitted to the City Council and Public in October of each year.
<i>Proprietary Funds</i>	Recipients of goods or services pay directly to these funds. Revenues are recorded at the time services are provided, and all expenses incurred in earning and revenues are recorded in the same period. As a result, there is a direct cause and effect relationship between revenues and expenses in these funds.
<i>Public Works Trust Fund Loans (PWTFL)</i>	A state revolving loan fund that provides low interest loans to help local governments maintain or improve essential public works systems.
<i>Rainy Day Reserve</i>	The Rainy Day Reserves was established during the 2007/08 mid-biennium budget adjustment where Council authorized setting aside \$2 million of the General fund unallocated balance to be used to offset temporary declines in General Fund revenues due to an economic downturn.
<i>Real Estate Excise Tax (REET)</i>	A tax levied on real estate sales and used for payment of debt and capital purposes.
<i>Replacement Reserves</i>	A portion of fund equity built up for specific assets for the purpose of purchasing the replacement of those assets.
<i>Reserve</i>	An account used to indicate that a portion of fund equity is legally restricted for a specific purpose.
<i>Residual Equity Transfer</i>	Nonrecurring or nonroutine interfund transfers of equity between funds.
<i>Resources</i>	Total dollars available for appropriations including estimated revenues, fund transfers, and beginning fund balances.
<i>Retained Earnings</i>	An equity account reflecting the accumulated earnings of a proprietary (internal service or enterprise) fund. In this budget document, the balance derived excludes asset depreciation expenditures. When depreciation is charged to user organizations, as in internal service funds, the cash balance remaining (ending retained earnings), therefore, represents the asset replacement reserve being accumulated.

<i>Revenue</i>	Income received by the City in support of a program of services to the community. It includes such items as property taxes, fees, user charges, grants, fines and forfeits, interest income and miscellaneous revenue.
<i>Revenue Estimate</i>	A formal estimate of how much revenue will be earned from a specific revenue source for some future period; typically a future fiscal year.
<i>Salaries and Wages</i>	Amounts paid for personal services rendered by employees in accordance with rates, hours, terms and conditions authorized by law or stated in employment contracts. This category also includes overtime, temporary help, and car allowances.
<i>Services and Charges</i>	Services acquired from and fees/payments made to vendors. These include printing, publications, auditing, police protection, street maintenance, public health programs, office rent, telecommunications, and social welfare programs.
<i>Special Revenue Funds</i>	Funds that are dedicated for a specific purpose requiring an additional level of accountability and are collected in a separate account outside of the General Fund.
<i>Standard Work Year</i>	2,080 hours or 260 days is equivalent of one work year.
<i>Strategic Plan</i>	A plan outlining the goals and strategies the City will focus on over the next six years.
<i>Subsidy</i>	Financial assistance provided by one fund to another fund (e.g. General Fund subsidy of the Street Fund and Utility Tax Fund to Knutzen Family Theatre)
<i>Supplemental Appropriation</i>	An appropriation approved by Council after the initial budget adoption. Supplemental appropriations are approved by Council during the year.
<i>Supplies</i>	Items used to deliver services, such as office supplies, short-lived minor equipment with no material value, periodicals and books, and generic computer software.
<i>Taxes</i>	Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include special assessments, fees, or charges for services.
<i>Tax Rate</i>	The amount of tax stated in terms of units per \$1,000 of assessed value of taxable property. The tax rate is the result of dividing the tax levied by the assessed value of the taxing district.
<i>Transportation Improvement Program (TIP)</i>	A comprehensive program used to identify specific transportation projects for improvement to enhance local, regional, state, and federal transportation systems.
<i>Unreserved Fund Balance</i>	The difference between fund assets and fund liabilities of governmental or similar trust funds that is available for general expenditures.
<i>User Fees</i>	The payment of a fee for direct receipt of a public service by the person benefiting from the service.
<i>Yield</i>	The rate earned on an investment based on the price paid for the investment, the interest earned during the period held, and the selling price or redemption value of the investment.

ACRONYM LIST

AA	Affirmative Action
AAMA	American Architectural Manufacturers Association
AARP	American Association of Retired Persons
AASHTO	American Association of State Highway and Transportation Officials
ACAD	Association of Coral Artists and Designers
ACLU	American Civil Liberties Union
ADA	Americans with Disability Act
A & E	Architecture and Engineering
AFIS	Automated Fingerprint Information System
AFSCME	American Federal, State, County, and Municipal Employees
AICP	American Institute of Certified Planners
AICPA	American Institute of Certified Public Accountants
ALEA	Aquatic Land Enhancement Account (a WA State grant fund)
AOR	Association of Oregon Recyclers
A/P	Accounts Payable
APA	American Payroll Association
APA	American Planning Association
APWA	American Public Works Association
A/R	Accounts Receivable
ARMA	Association of Records Managers and Administrators
ASCAP	American Society of Composers, Authors, and Publishers
ASCE	American Society of Civil Engineers
ASHRAE	American Society of Heating, Refrigerating and Air Conditioning Engineers
ASPA	American Society for Public Administration
ASTM	American Society for Testing & Materials
ATTUG	AT&T Users Group
AV	Assessed Valuation
AWC	Association of Washington Cities
AWRA	American Water Resource Association
BALD	Building and Land Development (King County)
BARS	Budgeting, Accounting, and Reporting System (State)
BPA	Bonneville Power Administration
BFOQ	Bona Fide Occupational Qualifications
BN/BC	Neighborhood Business and Business Community zone
CAC	Citizens Advisory Committee
CAFR	Comprehensive Annual Financial Report
CALEA	Commission on Accreditation for Law Enforcement Agencies
CAR	Citizen Action Report
CARES	Children Active in Recreation and Education Services
CBD	Central Business District (Downtown)
CCMA	City-County Communications and Marketing Association
CDBG	Community Development Block Grant
CEAW	City Engineers Association of Washington
CED	Community & Economic Development
CFN	Community Food & Nutrition Program
CFP	Capital Facilities Plan / City Facilities Preferred Plan
CFW	City of Federal Way
CHAS	Comprehensive Housing Affordability Strategy
CIAC	Civic Investment Advisory Committee
CIP	Capital Improvement Program/City Improvement Plan
CLRP	Comprehensive Long Range Plan
CLUP	Comprehensive Land Use Plan
CMA	Certified Management Accountant
CMC	Certified Municipal Clerk
COE	Corps of Engineers, U.S. Army
COG	Council of Governments
COP	Certificate of Participation

COPP	Community Outreach & Policy Planning Department
CP	Citizen Participation
CPA	Certified Public Accountant
CPI	Consumer Price Index
CPG	Coordinated Prevention Grant
CTR	Commute Trip Reduction
CUP	Conditional Use Permit
DARE	Drug Awareness Resistance Education (Police Department)
DART	Dial-A-Ride Transit (Service)
DBC	Dumas Bay Centre
DCD	Department of Community Development (State)
DHHS	Department of Health & Human Services
DNS	Determination of Non-Significance
DOE	Department of Energy (U.S.)
DOL	Department of Labor (U.S.)
DP	Data Processing
DRS	Department of Retirement Systems
DS	Determination of Significance
DV	Domestic Violence
EDC	Economic Development Council
EEO	Equal Employment Opportunity
EEOC	Equal Employment Opportunity Commission
EIS	Environmental Impact Statement
EMD	Emergency Management Division (State)
EOC	Emergency Operations Center
EPA	Environmental Protection Agency
ERP	Expert Review Panel
ESA	Endangered Species Act
ESG	Emergency Shelter Grant
ESUG	Eden Systems Users Group
ETC	Eastside Transportation Committee
ETP	Eastside Transportation Program
FAA	Federal Aviation Administration
FAUS	Federal Aid to Urban Systems
FCC	Federal Communication Commission
FEMA	Federal Emergency Management Act
FHWA	Federal Highway Administration
FIRE	Finance, Insurance and Real Estate
FLSA	Fair Labor Standards Act
FTA	Federal Transit Administration
FTE	Full Time Equivalent Employee
FWCC	Federal Way City Code
FWRSF	Federal Way Retirement System Fund
FWSD	Federal Way School District
FWZC	Federal Way Zoning Code
GAAP	Generally Accepted Accounting Principles
GAC	Government Access Channel
GASB	Government Accounting Standards Board
GFOA	Government Finance Officers Association (of US & Canada)
GIS	Geographical Information System
GMA	Growth Management Act (of 1990)
GMPC	Growth Management Planning Council
GO	General Obligation - as in - "GO Bond"
GRIP	Graffiti Removal Incentive Program
GRVTAP	Green River Valley Transportation Action Plan
GSPA	Graduate School of Public Affairs (University of Washington)
HCT	High Capacity Transit
HEW	Health, Education & Welfare (U.S.)

HOA	Home Owners Association
HOV	High Occupancy Vehicle
HRIS	Human Resource Information System
HUD	Department of Housing & Urban Development (Federal)
IAC	Interagency Committee (Grant for Outdoor Recreation)
IAPMO	International Association of Plumbing & Mechanical Officials
ICBO	International Conference of Building Officials
ICMA	Institute of Certified Management Accountants
ICMA	International City Management Association
IIMC	International Institute of Municipal Clerks
IFTE	Institute for Transportation and the Environment
INPRA	International Northwest Parks and Recreation Association
INS	Immigration and Naturalization Service
IPD	Implicit Price Deflator
IPMA	International Personnel Management Association
IRS	Internal Revenue Service
ISTEA	Intermodal Surface Transportation Efficiency Act (12/91)
ITE	Institute of Transportation Engineers
JRPC	Joint Regional Policy Committee
KCC	King County Code
KCSWDM	King County Surface Water Design Manual
KCUC	King County Utility Council
KSAR	King County Sexual Assault Resource Center
LEOFF	Law Enforcement Officers and Firefighters Retirement System
LERN	Learning Resources Network
LID	Local Improvement District
LIFT	Local Infrastructure Financing Tool
LLE	Lot Line Elimination
LOS	Level of Service
LPG	Liquefied Petroleum Gas
LRHA	Low Rent Housing Authority
LTGO	Limited Tax General Obligation
M&O	Maintenance and Operations
MAB	Modified Accrual Basis
MBE	Minority Business Enterprise (Federal)
MDERT	Multi District Emergency Response Team
MDNS	Mitigated Determination of Non-Significance
METRO	Municipality of Metropolitan Seattle
MFR	Monthly Financial Report
MIS	Management Information Service - ICMA
MP	Manufacturing Park
MPS	Mitigation Payment System
MRSC	Municipal Research and Services Center (of Washington)
MVET	Motor Vehicle Excise Tax
NAES	National Association of Executive Secretaries
NAGA	National Association of Government Archivists
NAHRO	National Association of Housing and Redevelopment Officials
NCL	National Civic League
NEPA	National Environmental Policy Act
NET	Neighborhood Emergency Team
NFIP	National Flood Insurance Program
NHRMA	National Human Resources Managers Association
NIC	Net Interest Cost
NIGP	National Institute of Government Purchasing
NIMS	National Incident Management Systems
NLAWS	Network of Local Arts Agencies of Washington State
NLC	National League of Cities
NNA	National Notary Association

NPDES	National Pollutant Discharge Elimination System
NRPA	National Recreation Park Association
NSPE	National Society of Professional Engineers
NTSP	Neighborhood Traffic Safety Program
NWCAMA	Northwest Computer Aided Mapping Association
NWOUG	Northwest Oracle Users Group
O & M	Operations and Maintenance
OMB	Office of Management & Budget (Federal)
PAA	Potential Annexation Area.
PALs	Pedestrian Accident Locations
PAS	Planning Advisory Service
PAW	Planning Association of Washington
PDA	Personal Data Assistant
PERS	Public Employees Retirement System
PHA	Public Housing Authority
PMS	Pavement Management System
PNBOA	Pacific Northwest Basketball Officials Association
PO	Purchase Order
PRCS	The Federal Way Department of Parks Recreation and Culture Services
PRIMA	Public Risk/Insurance Management Association
PSFOA	Puget Sound Finance Officers Association
PSI	Professional Secretaries International
PSLRTS	Puget Sound Light Rail Transit Society
PSNUG	Puget Sound Novell Users Group
PSRC	Puget Sound Regional Council
PTSA	Parent-Teacher-Student-Association
PWTFL	Public Works Trust Fund Loan
QFR	Quarterly Financial Report
R & D	Research & Development
RAP	Regional Arterial Plan
RAS	Road Adequacy Standard
RCW	Revised Code of Washington
R/D	Retention/Detention
REET	Real Estate Excise Tax
RFB	Request for Bid
RFP	Request for Proposal
RFQ	Request for Qualifications
RJC	Regional Justice Center
ROW	Right-of-Way
RTA	Regional Transit Authority
RTP	Regional Transit Project
RV	Recreational Vehicle
SCA	Sound Cities Association
SCATBD	South County Area Transportation Board
SEPA	State Environment Policy Act
SKCBA	Seattle-King County Bar Association
SKCHSC	South King County Human Services Council
SKCMSC	South King County Multi-Service Center
SKCRA	South King County Referees Association
SLA	Society of Landscape Architects
SOP	Standard Operating Procedure
SOV	Single Occupancy Vehicle
SOW	Statement of Work
SPIRIT	Service, Pride, Integrity, Responsibility, Innovation, Teamwork
SPRP	Site Plan Review Process
SPS	State Public Service (property)
SR99	State Route 99
SSOW	Social Services Of Washington

SST	Streamlined Sales Tax
STP	Surface Transportation Program
SWKC	South West King County
SWM	Surface Water Management
SWMM	Storm Water Management Model
TAC	Technical Advisory Committee
TAM	Transportation Adequacy Measure
TBD	Transportation Benefit District
TCU	Transportation, Communications, Utilities
TDM	Transportation Demand Management/Traffic Demand Management
TIA	Transportation Improvement Account
TIB	Transportation Improvement Board
TIC	True Interest Cost
TIP	Transportation Improvement Plan
TMA	Transportation Management Association
TNR	Transportation Needs Report
TSM	Transportation System Management
UATA	Urban Arterial Trust Account
UAB	Urban Arterial Board
UBC	Uniform Building Code
UCADB	Uniform Code for Abatement of Dangerous Buildings
UEC	Uniform Electrical Code
UFC	Uniform Fire Code
UGB	Urban Growth Boundary
UHC	Uniform Housing Code
ULI	Urban Land Institute
UMC	Uniform Mechanical Code
UPC	Uniform Plumbing Code
URISA	Urban and Regional Information Systems Association
USDA	United States Department of Agriculture
USDOT	United States Department of Transportation
USSSA	United States Slow-Pitch Softball Association
VA	Veterans Administration
VMT	Vehicle Miles Traveled
VRM	Vehicle Radio Modem
W-2	Earnings Statement (IRS)
W-4	Withholding Statement (IRS)
W-9	Request for Taxpayer Federal Identification Number (IRS)
WABO	Washington Association of Building Officials
WAC	Washington Administrative Code
WACE	Washington Association of Code Enforcement
WCFR	Washington Citizens For Recycling
WCMA	Washington Cities Managers Association
WCPDA	Washington Cities Planning Directors Association
WCPPA	Washington Council of Public Personnel Administrators
WFOA	Washington Finance Officers Association
WLPA	Washington Lakes Protection Association
W/MBE	Woman/Minority Business Enterprise
WMCA	Washington Municipal Clerks Association
WMTA	Washington Municipal Treasurers Association
WRPA	Washington Recreation and Parks Association
WSAMA	Washington State Association of Municipal Attorneys
WSBA	Washington State Bar Association
WSCP	Washington Society of Certified Public Accountants
WSDOE	Washington State Department of Ecology
WSDOT	Washington State Department of Transportation
WSLAA	Washington State Local Arts Agencies
WSRA	Washington State Recycling Association