



To: Mayor and City Councilmembers  
From: Tho Kraus, Assistant City Manager/Administrative Services  
Through: John J. Caulfield, City Manager  
Date: November 2, 2015  
Subject: 2015/2016 Mid-Biennium Budget Adjustment – Public Hearing

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**BACKGROUND:**

Washington state law requires cities that are on a biennial budget cycle perform a mid-biennial review and modification of the biennial budget. The review is to occur no sooner than eight months after the start nor later than the conclusion of the first year of the biennium. As part of the mid-biennium budget process, the revised 6-Year Financial Forecast was updated and presented to the City Council on September 28, 2015.

The proposed budget adjustment makes the following types of modifications to the current biennium:

- Housekeeping adjustments to incorporate items previously approved by Council;
- Reflect projects funded by grants and contributions;
- Changing operating trends and conditions; and
- New allocations.

**PROPOSED BUDGET AMENDMENTS – SUMMARY:**

The proposed budget adjustment:

- Makes no change to beginning fund balance;
- Decreases total revenues for all funds by \$15.1M in 2015 and increases by \$21.7M in 2016, resulting in a total revised revenue budget of \$72.5M and \$73.5M, respectively;
- Decreases total expenditures for all funds by \$15.9M in 2015 and increases by \$23.4M in 2016, resulting in a total revised expenditure budget of \$75.3M and \$75.7M, respectively;
- Increases total ending fund balance for all funds by \$787K in 2015 and decreases by \$955K in 2016, resulting in a total revised projected ending fund balance of \$18.3M and \$16.3M, respectively.

Fund Group	Beginning Fund Balance			Revenue			Expenditure			Ending Fund Balance		
	Current Budget	Proposed Adjustment	Proposed Revised Budget	Current Budget	Proposed Adjustment	Proposed Revised Budget	Current Budget	Proposed Adjustment	Proposed Revised Budget	Current Budget	Proposed Adjustment	Proposed Revised Budget
<b>Total Year 2015</b>	\$21,059,957	\$ -	\$21,059,957	\$87,597,177	\$ (15,142,116)	\$72,455,061	\$91,189,784	\$ (15,928,735)	\$75,261,050	\$17,467,349	\$ 786,618	\$18,253,968
General	4,532,695	-	4,532,695	35,187,734	229,159	35,416,893	35,729,979	467,193	36,197,172	3,990,450	(238,034)	3,752,416
Special Revenue	3,272,941	-	3,272,941	6,792,609	1,082,872	7,875,481	8,300,785	991,959	9,292,744	1,764,764	90,913	1,855,677
Debt Service	1,043,700	-	1,043,700	1,219,978	351,697	1,571,675	1,346,124	319,541	1,665,665	917,554	32,156	949,710
Capital Projects	800,249	-	800,249	36,014,269	(17,508,367)	18,505,902	34,549,690	(17,504,928)	17,044,762	2,264,828	(3,439)	2,261,389
Enterprise	6,868,242	-	6,868,242	3,321,545	93,327	3,414,872	5,903,577	(991,745)	4,911,832	4,286,210	1,085,072	5,371,282
Internal Service	4,542,130	-	4,542,130	5,061,042	609,195	5,670,237	5,359,629	789,245	6,148,874	4,243,543	(180,050)	4,063,493
<b>Total Year 2016</b>	\$17,467,349	\$ 786,619	\$18,253,968	\$52,018,578	\$ 21,674,078	\$73,692,656	\$52,276,733	\$ 23,415,445	\$75,692,178	\$17,209,194	\$ (954,749)	\$16,254,446
General	3,990,450	(238,034)	3,752,416	35,695,391	880,830	36,576,221	35,348,044	539,499	35,887,543	4,337,797	103,297	4,441,094
Special Revenue	1,764,764	90,914	1,855,678	4,751,460	800,983	5,552,443	5,062,710	985,183	6,047,893	1,453,514	(93,287)	1,360,227
Debt Service	917,554	32,156	949,710	1,315,071	(65,775)	1,249,296	1,482,928	(64,800)	1,418,128	749,697	31,181	780,878
Capital Projects	2,264,828	(3,439)	2,261,389	2,945,500	19,251,502	22,197,002	3,465,450	19,344,724	22,810,174	1,744,878	(96,661)	1,648,217
Enterprise	4,286,210	1,085,072	5,371,282	2,702,500	190,610	2,893,110	3,121,965	2,106,961	5,228,926	3,866,745	(831,279)	3,035,466
Internal Service	4,243,543	(180,050)	4,063,493	4,608,656	615,928	5,224,584	3,795,636	503,878	4,299,514	5,056,563	(68,000)	4,988,563

### GENERAL FUND ENDING FUND BALANCE

The 2016 estimated General/Street O&M Funds ending fund balance of \$4.44M equates to 12% of General/Street O&M Funds operating revenues.

In support of the City's financial integrity, the City Council adopted on September 15, 2014, a set of financial policies including fund balance reserves totaling 12% of General/Street O&M Funds operating revenues. The goal date for meeting this target is no later than 2016 and is met with the 2015/2016 Adopted Biennial Budget and continues to be met with the proposed mid-biennium budget adjustments.

- *2% General Fund Contingency Reserves:* The purpose of this reserve is 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 original budget was prepared. A 2% reserve fund based on the General/Street O&M Funds operating revenues equates to roughly \$740K.
- *5% General Fund Ending Fund Balance Reserves:* The purpose of this reserve is to provide financial stability, cash flow for operations and the assurance that the City will be able to respond to revenue shortfalls with fiscal strength. A 5% reserve fund based on the General/Street O&M Funds operating revenues equates to roughly \$1.85M.

- *5% Strategic Reserves*: The purpose of this reserve is to provide some fiscal means for the City to respond to potential adversities such as public emergencies, natural disasters or similarly major, unanticipated events. A 5% reserve fund based on the General/Street O&M Funds operating revenues equates to roughly \$1.85M.

**PROPOSED BUDGET AMENDMENTS – DETAILS:**

The narrative below provides detailed information on the proposed budget adjustments. A summarized list is included as an attachment to this memo.

**Fund 001 General**

*Revenue Adjustments* – Adjust revenues to reflect current economic conditions and trends:

- *Property Tax* – Increase by \$100,600 in 2015 and \$77,000 in 2016 resulting in a revised budget estimate of \$6,565,600 and \$6,639,000, respectively.
- *Sales & Use Tax* – Increase by \$190,400 in 2015 and \$175,900 in 2016 resulting in a revised budget estimate of \$8,472,400 and \$8,601,900, respectively.
- *Parks Sales & Use Tax* – Increase by \$18,100 in 2015 and \$18,900 in 2016 resulting in a revised budget estimate of \$490,100 and \$499,900, respectively.
- *Criminal Justice Sales Tax* – Increase by \$42,700 in 2015 and \$52,300 in 2016 resulting in a revised budget estimate of \$880,700 and \$898,300, respectively.
- *Admissions Tax* – Increase by \$17,100 in 2015 and \$20,400 in 2016 resulting in a revised budget estimate of \$667,100 and \$680,400, respectively.
- *Leasehold Tax* – Increase by \$8,000 in 2015 and \$0 in 2016 resulting in a revised budget estimate of \$16,000 and \$8,000, respectively. The increase in 2015 is due to back taxes received.
- *Utility Tax* – Decrease by \$345,000 in 2015 and \$432,000 in 2016 resulting in a revised budget estimate of \$5,642,000 and \$5,644,000, respectively.
- *Gambling Tax* – Increase by \$37,300 in 2015 and \$25,300 in 2016 resulting in a revised budget estimate of \$2,507,300 and \$2,532,300, respectively.
- *Franchise Fees* – Increase by \$202,000 in 2015 and \$256,300 in 2016 resulting in a revised budget estimate of \$3,408,000 and \$3,510,300, respectively.
- *Criminal Justice Funding* – Increase by \$9,100 in 2015 and \$13,300 in 2016 resulting in a revised budget estimate of \$144,400 and \$150,200, respectively.
- *Criminal Justice High Crime* – Decrease by \$61,400 in 2015 and \$61,400 in 2016 resulting in a revised budget estimate of \$236,700 and \$236,700, respectively.
- *Liquor Excise Tax* – Increase by \$50,000 in 2015 and \$177,700 in 2016 resulting in a revised budget estimate of \$161,100 and \$258,500, respectively.

- *Liquor Profits* – Increase by \$1,100 in 2015 and decrease by \$7,000 in 2016 resulting in a revised budget estimate of \$511,200 and \$502,500, respectively.
- *Development Services Permits & Fees* – Increase by \$498,030 in 2016 resulting in a revised budget estimate of \$973,450 in 2015 (no change) and \$1,481,270, respectively. The increase in 2016 is due to the many permits/projects that are in the works.
- *Business Licenses* – Increase by \$72,900 in 2016 resulting in a revised budget estimate of \$260,000 in 2015 (no change) and \$332,900 in 2016. The anticipate increase in 2016 is due to correcting technical issues, filling the vacant position and realigning the office assistant position with a permit coordinator in July 2016, providing additional training to staff and efforts to increase compliance.
- *Alarm Permits & Fees* – Decrease by \$25,000 in 2015 and \$23,000 in 2016 resulting in a revised budget estimate of \$134,000 and \$136,000, respectively.
- *Animal Licenses* – Increase by \$5,000 in 2015 and \$6,200 in 2016 resulting in a revised budget estimate of \$40,800 and \$42,000, respectively.

*Independent Salary Commission Decision, Ongoing* – Add \$21,175 in 2015 and \$46,200 in 2016 to implement the City’s first Independent Salary Commission decision on City Council salaries.

*City Manager Department Interns, 1-Time* – Add \$18,800 of expenditures for two interns in the City Manager Department offset by Finance Division position vacancy savings.

*Net Internal Service Reallocation, Ongoing* – Reduce by \$33,017 in 2015 and \$122,318 in 2016 due to reallocation of internal service funds to non-general fund departments.

*WCIA Assessment Increase* – Add internal service charges of \$9,947 in 2015 and \$177,616 in 2016. Refer to Fund 504 Risk Management for details.

*WCIA Potential Deductibles for Claims Prior to 2014* – Add internal service charges of \$201,109 in 2015. Refer to Fund 504 Risk Management section details.

*Public Disclosure Keonig Case* – Add internal service charges of \$206,920 in 2015. Refer to Fund 504 Risk Management for details.

*Information Technology Accumulated Reserves, Ongoing* – Add \$18,946 to begin the accumulation of replacement reserves for the new phone system and wireless access accumulated reserves.

*Transfer to Fund 501 Fleet & Equipment Fund, 1-Time* – Add \$233,239 in 2016 to replenish the Fleet & Equipment Fund replacement reserves. In June 2015 the City Council approved the transfer from the Fleet & Equipment Fund to the Information Technology Fund to provide for much needed basic information technology related needs. The goal was to make the fleet and equipment reserves whole by the end of 2016 through expenditure savings and/or use of revenues received above and beyond estimates.

*Position Realignment (Permit Coordinator, offset by Development Services Revenue), Ongoing* – Add \$18,300 in 2015 and \$42,100 in 2016 to account for the costs of the realignment of the Office Assistant position to Permit Coordinator, funded by additional development services revenue.

*Motor Avenue Complete Streets Concept, 1-Time* – Add \$12,000 in 2015 for total expenditures of \$60,000 for the development of a “complete streets” design concept for Motor Avenue SW.

*Public Defender, Ongoing* – Add \$45,000 in 2015 and \$66,200 in 2016 for total expenditures of \$400,000 2015 and \$451,200 in 2016 to implement the new public defender contract. The 2015 increase includes \$30,000 for anticipated transition costs (currently under review).

*Public Defender Grant* - Add revenues and expenditures of \$10,000 in 2016 funded by Office of Public Defender grant. The grant provides funding for investigative services.

*Annual Replacement Reserves on Purchase of 3 New Snow Plows* – Add \$2,000 in 2016 for the annual accumulation of replacement reserves on the purchase of 3 new snow plows based on a 10 year replacement cycle.

*South Sound 911 Dispatch Services, Ongoing* – Add \$24,159 in 2016 bringing the total estimated cost for South Sound 911 dispatch services to \$2,043,570 (does not include City of Tacoma Radio Network Users Fees – see below).

*City of Tacoma Radio Network User Fees, Ongoing* – Add \$18,300 in 2016 bringing the total estimated cost for radio network user fees related to dispatch services to \$110,300. The increase is due to the City of Tacoma owned 800 MHz system upgrade/implementation to new, state-of-the-art infrastructure and technology. While South Sound 911 is not the system owner, and therefore is not in control of the costs assessed to the City, it has committed to providing funding to help mitigate the increase in fees. South Sound 911 is in active discussion to negotiate radio system costs and South Sound 911 cost-sharing, so that radio fees will not exceed \$30 per month per radio for public safety users in 2016. Beyond 2016, South Sound 911 will be working with the City of Tacoma to explore South Sound 911 serving as a system operator or system owner. As either an operator or owner, South Sound 911 would have influence and management over the radio fee formulas and rate structures, which is not the case today. The City currently pays \$25 per radio on its 915 radios. The increase is \$9.87 for a total unit cost of \$34.87, however, South Sound 911 has committed to limiting the increase to \$5.00 per unit.

*Puget Sound Clean Air Assessment, Ongoing* – Add \$5,357 in 2016 for the Puget Sound Clean Air Assessment, which will increase the budget to a total of \$36,332. The agency’s Board adopted the rate of 81 cents per capita (a 10 cent increase) to fund critical regional public health and climate protection work. This is the second part of a two-year planned increase that started in 2015. The City’s portion of the per capita is based on a formula using the City’s population and assessed valuation of taxable property, as defined by the Washington State Clean Air Act (RCW 70.94).

*Nisqually Tribal Mental Health Account Correction* – Move \$25,000 in revenue and expenditure for Greater Lakes Mental Health Professional to Fund 195 Public Safety Grants.

*Pierce County Sheriff Department for- U.S. Open, 1-Time-* Appropriate \$4,159 in revenue and expenditures in 2015 for reimbursement of officer overtime for assisting in providing a law enforcement presence at the 2015 U.S. Open in Chambers Bay.

*General/Street Fund Subsidy* – Decrease by \$14,400 in 2015 and \$1,300 in 2016 due to the following:

- Increase by motor vehicle excise tax (MVET) by \$14,400 in 2015 and \$3,300 in 2016 resulting in a decrease in General Fund subsidy

- Eliminate judgments and settlements expenditures of \$10,000 in 2015 and \$10,000 in 2016 resulting in a decrease in General Fund subsidy. These expenditures are accounted for in the Risk Management and charged to the department as an internal service charge.
- Eliminate proceeds from sale of assets of \$10,000 in 2015 and \$10,000 in 2016 resulting in an increase in General Fund subsidy. Proceeds from sale of assets are receipted into Fund 302 Transportation CIP and may be used for general transportation capital purposes.
- Add annual replacement reserves collection of \$2,000 on 3 new snow plows resulting in an increase in General Fund subsidy.

### **Fund 101 Street Operations & Maintenance**

*General/Street Fund Subsidy* – Decrease by \$14,400 in 2015 and \$3,300 in 2016 due to the following:

- Increase by motor vehicle excise tax (MVET) by \$14,400 in 2015 and \$3,300 in 2016 resulting in a decrease in General Fund subsidy
- Eliminate judgments and settlements expenditures of \$10,000 in 2015 and \$10,000 in 2016 resulting in a decrease in General Fund subsidy. These expenditures are accounted for in the Risk Management and charged to the department as an internal service charge.
- Eliminate proceeds from sale of assets of \$10,000 in 2015 and \$10,000 in 2016 resulting in an increase in General Fund subsidy. Proceeds from sale of assets are receipted into Fund 302 Transportation CIP and may be used for general transportation capital purposes.
- Add \$2,000 in 2016 for the annual accumulation of replacement reserves on the purchase of 3 new snow plows based on a 10 year replacement cycle resulting in an increase in General Fund subsidy.

*Allocation of Internal Service Charges* – Add \$174,935 in 2015 and \$181,403 in 2016 offset by increase in General Fund Subsidy, which has already been accounted for in the adopted budget.

- \$8,100 in 2015 and \$8,100 in 2016 for Fleet and Equipment
- \$67,130 in 2015 and \$75,068 in 2016 for Risk Management
- \$64,879 in 2015 and \$62,828 in 2016 for Information Technology
- \$42,926 in 2015 and \$43,507 in 2016 for Property Management
- \$177,990 in 2015 and \$178,530 in 2016 for Property Management (Sounder Station)

### **Fund 102 Real Estate Excise Tax**

*Real Estate Excise Tax Revenue* – Increase by \$263,000 in 2015 and \$287,000 in 2016 resulting in a revised budget estimate of \$1,200,000 and \$1,224,000, respectively.

*Transfer to Fund 301 Parks Capital* – Add \$13,878 transfer to Gateways Project to cover the cost of adding North Gate to project scope.

*Transfer to Fund 302 Transportation Capital* – Add an additional transfers of \$180,000 in 2015 and \$270,000 in 2016 to provide additional funds for various capital projects to cover increased costs as part of the year-end estimate review of each project.

### **Fund 104 Hotel/Motel Lodging Tax**

*Hotel/Motel Lodging Tax Revenue* – Increase by \$175,000 in 2015 and \$100,000 in 2016 resulting in a revised budget estimate of \$675,000 in 2015 and \$60,000 in 2016. The higher revenue estimate in 2015 accounts for back taxes received from a hotel/motel and additional revenues from the U.S. Open event.

*Lodging Tax Allocations* – Increase expenditures by \$403,850 to reflect the LTAC recommendation for 2016 programs. *Note – this budget adjustment is only valid if the City Council approves the LTAC recommendation which is separate from the mid-biennium budget adjustment process.*

### **Fund 105 Property Abatement**

*Abatement Program* – Increase expenditures by \$135,471 in 2015 and decrease by \$100,000 in 2016. The funding source is ending fund balance.

### **Fund 181 Felony Seizures**

*Felony Seizures* – Add \$5,044 of expenditures in 2015 funded by restricted seizure ending fund balance. This expenditure adjustment brings the ending fund balance to \$0. Future allocations will be dependent on revenues.

### **Fund 182 Federal Seizures**

*Federal Seizures* – Add \$100,000 in expenditures and \$210,000 in seizure revenues in 2015 resulting in a revised ending fund balance estimate of \$171,787 in 2015 and \$161,787 in 2016.

### **Fund 190 CDBG**

There are no budget adjustment requests for CDBG fund. However, the purpose of including the fund in this memo is to provide an explanation of the ending fund balance of \$11,537. The ending fund balance of \$11,537 is comprised of revolving fund payments for CDBG Down Payment Assistance, Economic Development Loans, and Major Home Loan Repair programs. Of the ending fund balance: \$4,006 is designated for Down Payment Assistance specific costs; \$7,002 is designated for Economic Development Loans program specific costs; and the balance of \$529 is to be used for CDBG administrative costs. The Down Payment Assistance funds and the Economic Development Loan funds are available, however must be spent on program specific projects. The \$529 for administrative cost was an overage of revenue available over expenditure costs.

### **Fund 191 Neighborhood Stabilization Program**

*NSP 1 Funds* – Appropriate the balance of restricted NSP 1 funds in 2015 resulting in a revised ending fund balance estimate of \$0. Any unspent funds will be carried over into 2016.

### **Fund 192 Office of Economic Adjustment/South Sound Military Communities Partnership**

*SSMCP Projected 2015 and Preliminary 2016 Actual Budget* – Add \$5,470 of revenues and \$36,887 of expenditures in 2015 and add \$44,000 of revenues and \$41,350 in expenditures to reflect the projected 2015 actuals and preliminary 2016 budget.

- The 2015 revenue increase of \$5,470 is comprised of: partnership funds from working group chairs (Puget Sound Energy \$2,500); general members totaling \$1,500 (\$500 each from Give an Hour, Department of Veteran Affairs and City of Puyallup); Pacific Northwest Defense Coalition \$570 and Washington State Department of Commerce \$970.
- The 2015 expenditure increase of \$36,887 is comprised of an increase in personnel costs of \$40,387 and reduction in operational costs of \$3,500.
- The 2016 revenue adjustments of \$44,000 is comprised of: elimination of the entire original partnership funding estimate of \$179,500 (to replace with preliminary 2016 actual budget); add executive leadership contributions totaling \$150,000 (\$50,000 each from City of Lakewood, Pierce County and City of Lacey); steering committee totaling \$58,500 (\$6,500 each from JBLM, Nisqually Tribe, City of DuPont, Town of Steilacoom, City of Tacoma, City of University Place, City of Yelm, Thurston County and Thurston Regional Planning Council); add working group chair totaling \$10,500 (Puget Sound Energy \$2,500, Tacoma Pierce County Health Department \$500, Tacoma Pierce County Chamber of Commerce \$2,500, United Way of Pierce County \$2,500, and Washington State Department of Transportation \$2,500) general members totaling \$4,500 (\$500 each from Clover Park School District, Franklin Pierce School District, Give an Hour, Tacoma Pierce County Association of Realtors, Department of Veteran Affairs, Work Force Central, City of Olympia, City of Puyallup and City of Tumwater).
- The 2016 expenditure adjustments of \$41,350 is comprised of: elimination of the entire original funding estimate of \$179,500 (to replace with preliminary 2016 actual budget); add personnel costs of \$172,000; and add operational expenditures of \$48,850.

The projected 2016 ending fund balance of \$45,339 is comprised of partnership contributions.

### **Fund 195 Public Safety Grants**

*Motor Cycle Safety - Washington Traffic Safety Commission, 1-Time* - Appropriate a total of \$3,191 in revenues and expenditures in 2015 to account for grant funding for the period of October 1, 2014 through September 30, 2015. The goal of this grant is to reduce traffic related deaths and serious injuries resulting from motorcycle crashes through high visibility emphasis patrols.

*Bulletproof Vest Grant, 1-Time* – Appropriate a total of \$13,544 in revenues and expenditures in 2015. This grant is for the purpose of funding ballistic vests. The grant period is from FFY 2015 – 2017. This grant requires a 50% match which is already budgeted in the General Fund. Grant balances at the end of 2015 will be carried over into 2016.

*Recreational Boating Safety, 1-Time* – Appropriate a total of \$16,037 in revenue and expenditures in 2015. This grant period is from April 1, 2015 – September 20, 2015. These funds are to encourage boating safety through education, assistance, and enforcement activities. This grant has a match requirement of \$8,185.05 which is provided by the administrative costs of the program.

*Nisqually Mental Health Contribution Account Correction, 1-Time* - Appropriate a total of \$25,000 in revenues and expenditures in 2015. This contribution was received in February 2015 for the purpose of funding a portion of the Mental Healthcare Professional and COPS program provided by Greater Lakes Mental Healthcare. These funds are used in conjunction with Bureau of Justice Assistance funds to provide a mental health professional who will work with police to provide or facilitate appropriate assistance for the mentally ill involved with police calls.

*Traffic Safety Equipment Grant 2014 – 2015, 1-Time* – Appropriate a total of \$10,655 in revenues and expenditures in 2015 for the purpose of purchasing laser lidars, radars, and antennas. These are federal funds through the Washington Association of Sheriffs and Police Chiefs to support statewide and national traffic safety initiatives, projects, and programs.

### **Fund 202 LID Debt Service**

*Debt Service, 1-Time* – Add expenditures of \$319,541 offset by assessment revenue of \$351,697 in 2015 for bond call due to early payoff by property owner in 2015 resulting in a decrease in debt service payment of \$64,800 and assessment revenue of \$65,775 in 2016. LID 1101 is an assessment on eight property owners for street improvements.

### **Fund 301 Parks Capital**

*Verizon US Open Parking Fees, 1-Time* – Add \$5,000 in revenues in 2015 for parking fees received from Verizon for parking a cell tower truck in Fort Steilacoom Park during the US Open.

*Waughop Lake Trail, 1-Time* – Realign timing of project revenue between fiscal years 2015 and 2016. Grant funding and contributions of \$400,000 are being moved to 2016 to align with when the City will be reimbursed for the completed work on the project. The original funding included \$100,000 from a portion of proceeds from the sale of the Lakeland Property. Parks has a confirmed commitment of a \$100,000 contribution from Partners for Parks, which will replace the use of the proceeds from the sale of Lakeland Property. There is no change in overall project values.

*Chambers Creek Trail Planning, 1-Time* – Reallocate revenues and expenditures between fiscal years 2015 and 2016. Work on the project will not occur until 2016. Design fees of \$25,000 are being moved to 2016. Funding for the project in 2016 will now consist of a transfer from Fund 401 SWM. This funding is replacing the original 2015 sources of \$18,550 in USGA park fees for use of Fort Steilacoom Park during the US Open and \$6,450 from a portion of the sale of the Lakeland property. These sources will instead move to beginning fund balance. There is no change in overall project values.

*Gateways Project, 1-Time* – Add \$13,878 in 2015 for additional construction costs. The additional costs are being funded by a \$13,878 transfer in 2015 from Fund 102 Real Estate Excise Tax. Appropriate \$50,000 in expenditures and revenue in 2016 for additional Gateways construction which will be funded through a transfer of an LTAC grant from Fund 104 Hotel/Motel Lodging Tax.

*Phase II Springbrook Park Expansion, 1-Time* – Reallocate revenues and expenditures between fiscal years 2015 and 2016. Costs for the project will extend into 2016, with completion by fall 2016. Appropriate an additional \$10,000 in 2015 for project design costs. Move anticipated grant revenue and contributions (\$196,450) to 2016. Allocate additional \$4,100 in construction costs in 2016 and revenue of \$13,824 in 2016 comprised of a transfer from Fund 401 Surface Water Management and contributions.

*Phase III Springbrook Bridge, 1-Time* – Add \$310,000 in expenditures and revenue in 2016 for the construction of the Springbrook pedestrian bridge to allow the lower Springbrook neighborhood easy access to Springbrook Park. The project is being funded through a \$291,000 State Legislative Grant and a \$19,000 transfer from Fund 401 Surface Water Management.

*Phase IV Springbrook Park Acquisition, 1-Time* – Add \$320,000 in expenditures and revenue in 2015 for the purchase of property for Springbrook Park. The purchase is being funded by a \$285,000 RCO Grant and a \$35,000 transfer from Fund 401 Surface Water Management.

*Fort Steilacoom Park Sports Field Improvements, 1-Time* – Add \$500,000 in expenditures and revenue in 2016 to update youth sports fields at Fort Steilacoom Park. The project is being funded through a \$250,000 RCO Grant and a \$250,000 LTAC grant transfer from Fund 104 Hotel/Motel Lodging Tax.

### **Fund 302 Transportation Capital**

The following proposed budget adjustments reflect the year-end estimates as shown in the 6-Year Transportation Capital Plan update as presented to the City Council on September 28, 2015.

*Transfer-In Fund 102 Real Estate Excise Tax* – Add transfers of \$180,000 in 2015 and \$270,000 in 2016 to provide additional funds for various capital projects to cover increased costs as part of the year-end estimate review of each project. Details of allocations are reflected in the specific projects below.

*Reallocations of Existing Transfers In from General Fund, REET, and TBD* – The budget adjustment includes reallocation of existing resources to various projects, however, there is no change in the net transfers of existing funds. Details of changes are reflected in the specific projects below.

*Unallocated, 1-Time* – Reallocate balance of street vacation revenue of \$5,000 in 2015 and unallocated REET of \$24,168 in 2015 and unallocated REET of \$3,696 in 2016.

*Personnel, Engineering, & Professional Services, 1-Time* – Add \$46,000 in charges for services for the Transportation Element of Comprehensive Plan Update. Revenue sources from REET \$38,444 and \$7,556 Developer Contribution in 2015 and REET, \$10,000 in 2016

*LED Streetlights, 1-Time* – Reduce project expenses by \$45,000 due to reduced program scope; reallocate REET, \$45,000 to other projects in 2015.

*Minor Capital, 1-Time* – Street Striping, add expense of \$35,000 in 2015 and \$35,000 in 2016. Revenue source from Proceeds from Street Vacations, \$70,000 in 2015.

*Chip Seal Program, 1-Time* – Increase expenses \$100,000 for pavement rehab in 2015 and \$20,000 to prep for Chip Seal in 2016 (Onyx Dr.). Revenue Source is Proceeds from Street Vacations, \$80,000 and SWM, \$20,000 in 2015.

*Bridgeport Way – 83<sup>rd</sup> to 75<sup>th</sup>, 1-Time* – Add 390,736 in revenue and expenses for Lakewood Water District portion of project that is higher than originally budgeted. Add TIB grant funds, \$59,400 in 2015 and reduce REET \$74,833, reallocate REET to other projects in 2015

*Gravelly Lake Dr. – 100<sup>th</sup> to Bridgeport, 1-Time* – Reallocate revenues and expenditures between fiscal years 2015 and 2016. Increase capital expenses \$336,013 in 2016 to reflect bid proposals. Additional revenue sources from REET, \$236,031 and SWM, \$100,000 in 2016

*South Tacoma Way SR512 to 96<sup>th</sup> 1-Time* – Reallocate revenues and expenditures between fiscal years 2015 and 2016; \$200,000 decrease in expenses & revenue participation from Lakewood Water District line construction in 2016; \$65,000 increase for traffic signal and street lighting costs to align with bid proposals in 2016. Add funding from WSDOT grant, \$190,000 in 2016. SWM reduced by \$125,000 in 2016 due to additional WSDOT funding.

*Madigan Access Improvements, 1-Time* – Reallocate revenues and expenditures between fiscal years 2015 and 2016; add \$100,000 for personnel and services in 2015, move capital construction expenses to 2016.

Add \$987,688 for additional personnel, services, and capital costs for bridge structural and railroad cross improvements per bid proposals in 2016. Add \$500,000 in funding from OEA and \$469,638 from WSDOT Rail in 2016

*Traffic Signal Upgrade Phase 4, I-Time* – Add \$37,000 for personnel, initially under-budgeted, in 2015; add \$12,000 for consultant support for fiber interconnect plans, add \$10,000 for higher construction costs due to unanticipated field conditions. Revenue sources REET, \$57,591 in 2015 and higher contribution amount from Century Link, \$1,409

*Steilacoom Blvd Corridor Safety Project, I-Time* – Add \$328,333 for electrical construction costs (traffic signals) in 2016. Revenue sources: General Fund, \$15,000 – reallocated from 302.0018 project, SWM, \$100,000, & REET \$212,275 in 2015 and REET \$1,058 in 2016

*Bridgeport Way – JBLM to I-5, I-Time* – Reallocate revenues and expenditures between fiscal years 2015 and 2016, construction to occur in 2016. Grant funding, contributions, and SWM participation totaling \$3,671,775 are being moved to 2016 to align with when the City will be reimbursed for the completed work on the project. Add \$10,434 for personnel costs in 2015, funded by additional REET, \$10,434 in 2015

*South Tacoma Way – Steilacoom Blvd to 88<sup>th</sup>, I-Time* – Reallocate revenues and expenditures between fiscal years 2015 and 2016, construction to occur in 2016. Grant funding, and SWM participation totaling \$1,244,273 are being moved to 2016 to align with when the City will be reimbursed for the completed work on the project. Add \$280,000 for increased costs for traffic signal and street lighting per bid proposals in 2016. Add \$125,000 grants anticipated in 2016, increase SWM participation, \$55,000 & increase REET, \$100,000 in 2016

*112<sup>th</sup>/111<sup>th</sup> Bridgeport to Kendrick, I-Time* – Reallocate revenues and expenditures 2015 and 2016. Reduce grant and contribution revenues and expenses \$223,001 in 2015 to reflect updated timeline, Move \$60,000 revenue and expenses to 2016, with project phase completion in 2017

*Bridgeport Way Overlay, Pac Hwy to 112<sup>th</sup>, I-Time* – Add \$ 10,000 in personnel expense for storm drain repair. Revenue source from \$10, 000 from SWM in 2015

*Lakewood Drive – 100<sup>th</sup> to Steilacoom Blvd, I-Time* – Add \$27,000 for design costs not initial budgeted in 2015. Revenue source from REET, \$17,500 & TBD, \$9,500 in 2015. Add \$25,000 for SWM improvements in 2016, Revenue source from SWM \$25,000 in 2016

*Steilacoom Blvd – Lakewood Dr to W. of So. Tacoma Way, I-Time* – Add \$5,000 for storm drain repair, in 2015. Revenue source SWM, \$20,000 in 2015. Reallocate GF \$15,000 to Steilacoom Blvd Corridor Safety Project.

*Main Street Overlay – GLD to 108<sup>th</sup>, I-Time* – Reduce construction costs \$54,500, in 2015, actual construction costs were lower than budgeted. Return remaining funds to TBD, \$54,500 in 2015

*59<sup>th</sup> Ave – 100<sup>th</sup> to Bridgeport Way, I-Time* – Add \$42,700 capital costs for storm drain repair in 2015. Revenue source from SWM, \$25,000 and REET \$17,700 in 2015

*108<sup>th</sup> St – Main to Bridgeport Way, I-Time* – Reallocate revenues and expenditures 2015 and 2016. Increase total project expenses \$5,000 for personnel costs. Reduce grants anticipated, \$283,500 and add \$45,000 in TBD participation in 2015. Increase CDBG participation, \$243,500 in 2016.

*Lakewood Traffic Signal Upgrade Phase 5, 1-Time* – Reallocate revenues and expenditures 2015 and 2016, construction to occur in 2016. Grant funding of \$220,000 is being moved to 2016 to align with when the City will be reimbursed for the completed work on the project.

*Steilacoom Blvd – Farwest to Phillips, 1-Time* – Reallocate revenues and expenditures 2015 and 2016, design to occur in 2016 and 2017. Grant funding, Town of Steilacoom match and REET funding of \$746,000 are being moved to 2016 and beyond to align with when the City will be reimbursed for the completed work on the project. Project to continue into 2017

*Safety Projects – Military Rd/112<sup>th</sup>, 1-Time* – Reallocate revenues and expenditures 2015 and 2016, construction to occur in 2017. Grant funding and REET totaling \$756,000 are being moved to 2016 and beyond to align with when the City will be reimbursed for the completed work on the project. Project to continue into 2017.

*Safety Projects – Roadway Safety @ 96<sup>th</sup> & 40<sup>th</sup>, 1-Time* – Reallocate revenues and expenditures 2015 and 2016, construction to occur in 2017, Grant funding and REET funding of \$822,500 are being moved to 2016 and beyond to align with when the City will be reimbursed for completed work. Project to continue into 2017

*San Francisco – Bridgeport Way to Addison, 1-Time* – Add \$35,688 for capital expenses due to actual construction being higher than budget in 2015. Revenue sources: SWM, \$15,000 & REET, \$1,746 in 2015 and REET \$18,942 in 2016

*Custer / John Dower, 1-Time* – Reduce capital expenses by \$14,618 because actual construction was less than budgeted. Reduce REET, \$29,168 and reallocate to other projects in 2015. Add SWM, \$15,000 in 2015.

*Portland Ave Traffic Calming, 1-Time* – Add \$15,000 in Capital expenses. Revenue source is Camp Murray Mitigation Fees received in prior years.

*City-wide Safety Improvements, 1-Time* – Add \$310 in project expenses in 2015. Revenue Source REET \$310 in 2015

*100<sup>th</sup> & Lakewood Drive, 1-Time* – Add Mitigation received, \$1,712 in 2015

### **Fund 312 Sanitary Sewer Connection**

*Sewer Availability Administrative Costs, Ongoing* – Add \$26,000 in expenditures for 2015 and \$26,000 for 2016 for costs related to administering the sewer availability fees. Half of the costs are for related to billing the City's sewer availability fees, handling inquiries from property owners and lenders, sending delinquent accounts to collections, as well as adding removing liens on properties. The other half of the costs is for time spent on monthly updates, working with Pierce County to see which properties have connected to sewer. The City had looked at having Pierce County take on the billing function of the sewer availability fees back in 2011. The County was going to charge an initial \$10,000 capital start-up fee, and a \$10.31 per month per account (\$35,880 per year for 290 accounts) to do the billings. The City would still be responsible for answering inquiries and pursuing delinquent accounts. The City decided that it could do the billings more economically and efficiently by handling the administrative functions in-house.

*Postage, Ongoing* – Add \$2,500 in expenditures for 2015 and \$2,500 for 2016 for postage to mail the sewer availability billings.

*B&O Taxes, Ongoing* – Add \$3,500 in expenditures for 2015 and \$3,500 for 2016 for B&O taxes paid to the State for revenue earned by the City from sewer availability fees.

*Lien-related Costs, Ongoing* – Add \$3,000 in expenditures for 2015 and \$3,000 for 2016 for costs related to placing liens on properties of customers that are not paying the sewer availability fees, as well as the costs for removing liens on properties when customers have satisfied the balances on their accounts.

### **Fund 401 Surface Water Management**

*Storm Water Source Control Study, 1-Time* – Add \$141,900 in revenues and expenses for 2015 and \$142,037 revenues and expenses in 2016. The purpose of this project is to implement a regional business inspection stormwater source control effectiveness study as part of the Department of Ecology's Regional Stormwater Monitoring Program. This project is 100% DOE grant funded.

*Storm Drain Pipe Repair Project, 1-Time* – Appropriate \$200,000 in 2015 for the replacement of approximately 660 feet of deteriorated storm drain pipes located under Bridgeport Way and Steilacoom Blvd. The project was completed in August 2015. To be funded by SWM

*Waughop Lake Management Plan, 1-Time* – Update project completion timeline. The project will extend into 2016, with completion by fall 2016. Move anticipated grant revenue of \$48,573 and expenses of \$64,014 to 2016. No change in overall project values.

*2016 Water Quality Vaults Project, 1-Time* – Update project completion timeline. Construction has been delayed to 2016 due to other project priorities for staff, move anticipated expenses (\$225,000) to 2016. Construction of two vaults - near the intersection of 96<sup>th</sup> St. & 40<sup>th</sup> Ave. and on Gravelly Lake Dr. in front of Red Robin - have been added to the project, resulting in additional expenses of \$70,000 in 2016 to be funded by SWM

*Transfers to Fund 301 Parks Capital Projects, 1-Time* – Add \$35,000 in 2015 and \$56,324 in 2016 for SWM's share of project costs in accordance with the 6-Year CIP update:

- \$12,324 in 2016 for Phase II Springbrook Park Expansion
- \$19,000 in 2016 for Phase III Springbrook Bridge
- \$35,000 in 2015 for Phase IV Springbrook Park Acquisition
- \$25,000 in 2016 for Chambers Creek Trail Planning

*Transfers to Fund 302 Transportation Capital Projects, 1-Time* – Reduce by \$1,231,212 in 2015 and increase by \$4,416,329 in 2016 for SWM's share of project costs in accordance with the 6-Year CIP update:

- Increase by \$20,000 in 2016 for Chip Seal Program
- Reduce by \$73,883 in 2015 for Bridgeport Way – 83<sup>rd</sup> to 75<sup>th</sup>
- Reduce by \$250,000 in 2015 / increase by \$350,000 in 2016 for GLD -100<sup>th</sup> St to Bridgeport Way
- Reduce by \$375,000 in 2015 / increase by \$250,000 in 2016 for South Tacoma Way-SR 512 to 96<sup>th</sup>
- Reduce by \$50,000 in 2015 / increase by \$150,000 in 2016 for Steilacoom Blvd Corridor Safety
- Reduce by \$486,329 in 2015 / increase by \$486,329 in 2016 for Bridgeport Way–JBLM to I-5
- Reduce by \$100,000 in 2015 / increase by \$155,000 in 2016 for So Tac Way-Steilacoom Blvd to 88<sup>th</sup>
- Increase by \$10,000 in 2015 for Bridgeport Way Overlay-Pacific Highway to 112<sup>th</sup>
- Increase by \$25,000 in 2016 for Lakewood Drive-100<sup>th</sup> to Steilacoom Boulevard

- Increase by \$20,000 in 2016 for Steilacoom Blvd-Lakewood Drive to West of South Tacoma Way
- Increase by \$25,000 in 2015 for 59<sup>th</sup> Ave-100<sup>th</sup> to Bridgeport Way
- Increase by \$15,000 in 2015 for San Francisco-Bridgeport Way to Addison
- Increase by \$15,000 in 2015 for Custer/John Dower Road

*Allocation of Internal Service Charges* – Add \$151,581 in 2015 and \$133,257 in 2016 for SWM’s share of internal service charges:

- Add \$44,031 in 2015 and \$43,693 in 2016 for Information Technology
- Add \$45,557 in 2015 and \$50,946 in 2016 for Risk Management
- Add \$23,891 in 2015 for Risk Management for Potential Deductibles for Claims Prior to 2014
- Add \$38,102 in 2015 and \$38,618 in 2016 for Property Management

### **Fund 501 Fleet & Equipment**

*Transfer to Fund 503 Information Technology* – Transfer \$110,050 in 2015 and \$123,189 in 2016 to Fund 503 Information Technology Fund to implement the much needed basic information technology related needs as approved by the City Council in June 2015. The goal is to make the fleet and equipment reserves whole by the end of 2016 through general fund expenditure savings and/or use of revenues received above and beyond estimates.

*Purchase of 3 New Snow Plows* – Add \$20,000 for the purchase of 3 new snow plow with an anticipated useful life of 10 years resulting in an accumulation of annual replacement reserves in the amount of \$2,000 beginning in 2016.

*Transfer in from Fund 001 General* – Add \$233,239 in revenues in 2016 to replenish replacement reserves used to fund IT Strategic Plan.

### **Fund 502 Property Management**

*Police Station Lead Abatement – 1-Time* – Add \$6,725 for Lead abatement for the Range Cleanup/Trap Room at the Police Station. Internal service charges are funded within the Police Department existing budget.

*City Hall Space Reconfiguration, 1-Time* – Add \$50,000 for City Hall space reconfigurations, funded by property management accumulated reserves. This item was approved by the City Council as part of the 2014 year-end budget adjustment and should have been included in the 2015 carry forward budget adjustment.

### **Fund 503 Information Technology**

*Transfer In From Fund 501 Fleet & Equipment Fund, 1-Time* – Add transfers in of \$110,050 in 2015 and \$123,189 in 2016 from the Fleet & Equipment Fund to implement the much needed basic information technology related needs as approved by the City Council in June 2015. The various projects funded are:

- \$5,000 in 2016 for Video Arraignment M&O
- \$9,510 in 2015 / \$5,510 in 2016 for Redesign City’s Permit Process/Web Extensions
- \$3,500 in 2015 / \$400 in 2016 for Blue Beam Software
- \$17,300 in 2015 / \$14,600 in 2016 for Mobile Apps w/CRM Integration
- \$82,500 in 2015 / \$30,000 in 2016 for Enterprise Task Management/Work Order System

- \$17,000 in 2015 / \$1,500 in 2016 for VMWare Virtual Desktop (VDI)
- \$26,000 in 2015 / \$4,800 M&O reduction in 2016 for FiberOptic Connection
- \$15,000 in 2015 / \$2,500 reserves in 2016 for Wireless Access Points
- \$10,000 in 2016 for Disaster Recovery Phase II Business Continuity Plan
- \$5,240 in 2015 and \$10,479 in 2016 for Cell Phone Archival of Text Messages
- \$50,000 in 2016 for Video Surveillance
- \$28,000 in 2016 for Redundant Voice & Data Circuits (Co-Location) at Police Station
- \$14,000 in 2015 for Informational Videos
- \$10,000 in 2015 for Enterprise Network Monitoring Tools
- \$20,000 in 2016 for Phone System Annual Replacement Reserves (funded by general government)
- \$90,000 in 2015 / \$10,000 in 2016 elimination of document management system, reallocate to projects

**Fund 504 Risk Management**

WCIA Liability Assessment, Ongoing – Appropriate an additional \$10,500 in 2015 and \$187,500 in 2016 due to an increase in assessments a result of paying for the City’s past claims and losses dating back to 2010.

WCIA services include risk management consultation, loss control field services, claims, pre-defense and litigation administration, and loss analyses. WCIA contracts for the claims investigation consultants for personnel issues and land use issues, insurance brokerage and lobbyist services. Additionally, WCIA provides generous services to its members such as risk management education and comprehensive risk field services.

Coverage	2014 Actual	2015 Actual	2016 YND Est
Auto Physical Damage	\$ 31,160	\$ 31,567	\$ 32,000
Boiler & Machinery	3,455	3,261	3,506
Crime/Fidelity	1,584	1,522	1,636
Liability	572,075	695,034	796,227
Property	93,532	102,480	102,500
Storage Tank Liability	1,237	1,336	1,400
<b>Total</b>	<b>\$ 703,043</b>	<b>\$ 835,200</b>	<b>\$ 937,269</b>

The amount the City pays for liability is based on an assessment formula comprised of two factors -- worker hours and loss rate.

Worker Hours: There is a two year lag in worker hours (2014 worker hours for 2016 assessment) and does not include volunteer hours. 2014 worker hours decreased by 2.09% or 9,714 hours compared to 2013.

Worker Hours Assessment Year	2012 2014	2013 2015	2014 2016	2014 vs 2013	
				Increase/(Decrease)	
				#	%
0803 All Operations	100,628	105,974	113,596	7,622	7.19%
5305 Admin/Clerical	158,000	152,336	145,034	(7,302)	-4.79%
6905 Law Enforcement	206,638	205,612	197,087	(8,525)	-4.15%
6906 Reserve Officers	-	1,780	271	(1,509)	-84.78%
<b>Total Worker Hours</b>	<b>465,266</b>	<b>465,702</b>	<b>455,988</b>	<b>(9,714)</b>	<b>-2.09%</b>

Loss Rate: The loss rate is determined by an actuarial review of the last five years loss history (January 1, 2010 – December 31, 2014 for 2016 assessment). The actuary limits the loss to \$100,000 per loss so if the City gets hit with a huge loss, it doesn't affect the City for 5 years. From the actuary's report, Lakewood's 2015 liability assessment was based on year 2009 – 2013 losses of \$1.8M (capped at \$100K each) compared to the 2016 losses from years 2010 – 2014 of \$1.9M (also capped at \$100K each). The actuary calculated Lakewood's expected losses at 3.8% of the group based on worker hours; however, the City's incurred losses came in at 10.2% of the group's total. Based on the continued adverse loss experience the actuary calculated a 35.9% increase in the City's assessment rate, but was capped at 17% (the most you can have in 2016). The rest is spread among the other Group 4 members (members with worker hours of 400,000+).

Loss Runs Impacting 2016 WCIA Assessment						
Incurring by Year	2010	2011	2012	2013	2014	Total
Administration	\$ 2,314	\$ -	\$ -	\$ 56,000	\$ -	\$ 58,314
Development Review	14,068	18,599	-	-	-	32,667
Parks & Rec Maintenance	-	498	-	-	-	498
Police	788,497	408,991	347,466	422,660	9,133	1,976,747
PW Engineering	716,872	1,632	-	95,000	-	813,504
PW Sewer/Storm	121,539	-	-	-	-	121,539
PW Street Maint	-	200,503	35,000	-	1,960	237,463
<b>Total</b>	<b>\$ 1,643,290</b>	<b>\$ 630,223</b>	<b>\$ 382,466</b>	<b>\$ 573,660</b>	<b>\$ 11,093</b>	<b>\$ 3,240,732</b>

Loss runs include indemnity reserves.

Lakewood's liability assessment increased due to adverse loss experience while worker hours decreased by 2.09% in 2014 compared to 2013 (there is a two year lag in worker hours, 2014 hours are used for 2016's assessment).

Worker hours are expected to decrease substantially in 2015 compared to 2014 as a result of positions realignments implemented as part of the 2015/2016 adopted budget. Loss runs as of June 15, 2015 also reflect a decrease in losses in 2014 and partial 2015.

Worker Hours Assessment Year	2015 YTD 8/15	2014 YTD 8/15	YTD 2015 vs YTD 2014	
			Increase/(Decrease)	
			\$	%
0803 All Operations	64,010	73,658	(9,648)	-13.10%
5305 Admin/Clerical	80,519	92,643	(12,124)	-13.09%
6905 Law Enforcement	120,295	125,217	(4,921)	-3.93%
6906 Reserve Officers	53	217	(164)	-75.52%
<b>Total Worker Hours</b>	<b>264,878</b>	<b>291,734</b>	<b>(26,856)</b>	<b>-9.21%</b>

Loss Runs Impacting 2017 WCIA Assessment - as of June 30, 2015 WCIA Report						
Incurring by Year	2011	2012	2013	2014	2015 YTD 6/30	Total
Administration	\$ -	\$ -	\$ 48,830	\$ -	\$ -	\$ 48,830
Development Review	18,630	-	-	-	-	18,630
Parks & Rec Maintenance	498	-	-	-	-	498
Police	408,991	547,466	927,661	65,295	42,500	1,991,913
PW Engineering	1,632	-	250,000	-	-	251,632
PW Sewer/Storm	-	-	-	-	-	-
PW Street Maint	38,369	35,000	-	1,960	-	75,330
<b>Total</b>	<b>\$ 468,120</b>	<b>\$ 582,466</b>	<b>\$ 1,226,491</b>	<b>\$ 67,256</b>	<b>\$ 42,500</b>	<b>\$ 2,386,832</b>

Loss runs include indemnity reserves.

*WCIA Deductibles for Claims prior to 2014, 1-Time* – Add \$230,000 in 2015 for claims with a date of loss prior to January 1, 2014 as this is when the City’s liability insurance deductible changed to from \$25K to \$0. Note, although the allocation is 1-Time, it is considered ongoing in nature as this is continuation of payments for prior years’ claims.

*Public Disclosure – Koenig Case, 1-Time* – Add \$206,920 in 2015 to fulfill City’s requirement to pay attorney fees (the City is not required to pay penalties, just the attorney fees) specific to the Koenig case for redacting driver license numbers from a public records act (PRA) request dating back to 2007. Our understanding is the State Legislature made changes to the PRA this past session to exempt these types of records moving forward effective July 2015.

*3<sup>rd</sup> Party Claims* – Add \$50,000 in 2015 and \$50,000 in 2016 for 3<sup>rd</sup> party claims, offset by insurance recoveries.

**NEXT STEPS:**

➤ **Budget Related Items.** Items *tentatively* scheduled are:

- November 16, 2015 Regular Meeting
  - Adopt 2016 Property Tax Levy Ordinance
  - Adopt Declaration of Substantial Need Ordinance
  - Adopt 2015/2016 Mid-Biennium Budget Adjustments
  - Adopt 2016 Fee Schedule

**ATTACHMENTS:**

- Summary of Proposed Adjustments
- Draft Budget Ordinance & Related Exhibits
  - Exhibit A(1) – Current Revised Budget By Fund- Year 2015 Per Ord. 608 Adopted May 4, 2015
  - Exhibit A(2) – Current Revised Budget By Fund- Year 2016 Per Ord. 608 Adopted May 4, 2015
  - Exhibit B(1) – Proposed Revised Budget By Fund- Year 2015
  - Exhibit B(2) – Proposed Revised Budget By Fund- Year 2016

**2015/2016 Mid-Biennium Budget Adjustment  
Summary of Proposed Requests**

			Year 2015		Year 2016	
			Revenue	Expenditure	Revenue	Expenditure
<b>Grand Total - All Funds</b>			<b>\$ (15,142,117)</b>	<b>\$ (15,928,735)</b>	<b>\$ 21,674,078</b>	<b>\$ 23,415,445</b>
<b>Total - Fund 001 General</b>	<b>Adjustment Type</b>	<b>Ongoing/1-Time</b>	<b>\$ 229,159</b>	<b>\$ 467,193</b>	<b>\$ 880,830</b>	<b>\$ 539,499</b>
Property Tax	Revenue	Ongoing	100,600	-	77,000	-
Sales & Use Tax	Revenue	Ongoing	190,400	-	175,900	-
Sales & Use Tax / Parks	Revenue	Ongoing	18,100	-	18,900	-
Leasehold Tax	Revenue	1-Time	-	-	-	-
Criminal Justice Sales Tax	Revenue	Ongoing	42,700	-	52,300	-
Admissions Tax	Revenue	Ongoing	17,100	-	20,400	-
Leasehold Tax	Revenue	Ongoing	8,000	-	-	-
Utility Tax	Revenue	Ongoing	(345,000)	-	(432,000)	-
Gambling Tax	Revenue	Ongoing	37,300	-	25,300	-
Franchise Fees	Revenue	Ongoing	202,000	-	256,300	-
Criminal Justice Funding	Revenue	Ongoing	9,100	-	13,300	-
Criminal Justice High Crime	Revenue	Ongoing	(61,400)	-	(61,400)	-
Liquor Excise Tax	Revenue	Ongoing	50,000	-	177,700	-
Liquor Profits	Revenue	Ongoing	1,100	-	(7,000)	-
<b>Subtotal - City-Wide/Non-Departmental</b>			<b>\$ 270,000</b>	<b>\$ -</b>	<b>\$ 316,700</b>	<b>\$ -</b>
Independent Salary Commission Decision	Housekeeping	Ongoing	-	21,175	-	46,200
<b>Subtotal - City Manager</b>			<b>\$ -</b>	<b>\$ 21,175</b>	<b>\$ -</b>	<b>\$ 46,200</b>
CM Interns, Offset by Finance Division Position Vacancy Savings	Housekeeping	1-Time	-	18,800	-	-
<b>Subtotal - City Manager</b>			<b>\$ -</b>	<b>\$ 18,800</b>	<b>\$ -</b>	<b>\$ -</b>
Net Internal Service Reallocation	Internal Service	Ongoing	-	(33,017)	-	(122,318)
Risk Mgmt - WCIA Assessment Increase	Internal Service	Ongoing	-	9,947	-	177,616
Risk Mgmt - WCIA Potential Deductibles, Prior to 2014	Internal Service	Ongoing	-	201,109	-	-
Risk Mgmt - Public Disclosure, Koenig Case	Internal Service	1-Time	-	206,920	-	-
Info Tech - Phone System Replacement Reserves	Internal Service	Ongoing	-	-	-	18,946
Replenish Fleet & Equip Reserves - IT Strategic Plan	Housekeeping	1-Time	-	-	-	233,239
Finance Division Position Vacancy Savings for CM Interns	Housekeeping	1-Time	-	(18,800)	-	-
<b>Subtotal - Administrative Services</b>			<b>\$ -</b>	<b>\$ 366,159</b>	<b>\$ -</b>	<b>\$ 307,483</b>
CED Development Services Permits & Fees	Revenue	Ongoing	-	-	498,030	-
Business License	Revenue	Ongoing	-	-	72,900	-
Position Realign - Permit Coordinator, Offset by Revenue	Housekeeping	Ongoing	-	18,300	-	42,100
Motor Avenue Complete Streets Concept, Add'l Funding	Housekeeping	1-Time	-	12,000	-	-
<b>Subtotal - Community &amp; Economic Development</b>			<b>\$ -</b>	<b>\$ 30,300</b>	<b>\$ 570,930</b>	<b>\$ 42,100</b>
Public Defender Contract Increase	Housekeeping	Ongoing	-	15,000	-	66,200
Public Defender Transition Cost	Housekeeping	1-Time	-	30,000	-	-
Public Defender Grant	Housekeeping	1-Time	-	-	10,000	10,000
<b>Subtotal - Municipal Court</b>			<b>\$ -</b>	<b>\$ 45,000</b>	<b>\$ 10,000</b>	<b>\$ 76,200</b>
Alarm Permits & Fees	Revenue	Ongoing	(25,000)	-	(23,000)	-

**2015/2016 Mid-Biennium Budget Adjustment  
Summary of Proposed Requests**

			Year 2015		Year 2016	
			Revenue	Expenditure	Revenue	Expenditure
Animal License	Revenue	Ongoing	5,000	-	6,200	-
Dispatch Services Increase	Housekeeping	Ongoing	-	-	-	24,159
City of Tacoma Public Safety Network User Fees Increase	Housekeeping	1-Time	-	-	-	18,300
Puget Sound Clean Air Assessment Increase	Housekeeping	Ongoing	-	-	-	5,357
Nisqually Mental Health - Contribution	Acct Correction	1-Time	(25,000)	(25,000)	-	-
US Open Overtime, Reimbursed by Pierce County	Housekeeping	1-Time	4,159	4,159	-	-
<b>Subtotal - Police</b>			<b>\$ (40,841)</b>	<b>\$ (20,841)</b>	<b>\$ (16,800)</b>	<b>\$ 47,816</b>
			-	-	-	-
Decrease General Fund Subsidy Due to MVET Revenue Increase	Housekeeping	Ongoing	-	(14,400)	-	(3,300)
Decrease General Fund Subsidy/Eliminate Judgments & Settlements Exp	Housekeeping	Ongoing	-	11,000	-	11,000
Increase General Fund Subsidy/Decrease Proceeds from Sale of Assets	Housekeeping	Ongoing	-	10,000	-	10,000
Increase General Fund Subsidy/Add Reserves on 3 New Snow Plows	New	Ongoing	-	-	-	2,000
<b>Subtotal - Public Works</b>			<b>\$ -</b>	<b>\$ 6,600</b>	<b>\$ -</b>	<b>\$ 19,700</b>
<b>Total - Special Revenue Funds</b>			<b>\$ 1,082,872</b>	<b>\$ 991,959</b>	<b>\$ 800,983</b>	<b>\$ 985,183</b>
<b>Total - Fund 101 Street Operations &amp; Maintenance</b>			<b>\$ 360,975</b>	<b>\$ 360,975</b>	<b>\$ 369,983</b>	<b>\$ 369,983</b>
General Fund Subsidy	Housekeeping	Ongoing	(14,400)	-	(3,300)	-
Motor Vehicle Fuel Tax	Housekeeping	Ongoing	14,400	-	3,300	-
General Fund Subsidy	Housekeeping	Ongoing	10,000	-	10,000	-
Proceeds from Sale of Assets	Housekeeping	Ongoing	(10,000)	-	(10,000)	-
General Fund Subsidy	Housekeeping	Ongoing	11,000	-	11,000	-
Judgments & Claims	Housekeeping	Ongoing	(11,000)	-	(11,000)	-
Allocation of Internal Service Charges	Housekeeping	Ongoing	360,975	360,975	367,983	367,983
Annual Reserves on 3 New Snow Plows	New	Ongoing	-	-	2,000	2,000
<b>Total - Fund 102 Real Estate Excise Tax</b>			<b>\$ 263,000</b>	<b>\$ 193,878</b>	<b>\$ 287,000</b>	<b>\$ 270,000</b>
Real Estate Excise Tax	Capital	1-Time	263,000	-	287,000	-
Transfer to Parks CIP for Gateway Projects	Capital	1-Time	-	13,878	-	-
Transfer to Transportation CIP - Various Projects	Capital	1-Time	-	180,000	-	270,000
<b>Total - Fund 104 Hotel/Motel Lodging Tax</b>			<b>\$ 175,000</b>	<b>\$ -</b>	<b>\$ 100,000</b>	<b>\$ 403,850</b>
Hotel/Motel Lodging Tax Revenue	Restricted Rev	1-Time	175,000	-	100,000	-
Lodging Tax Allocation to Align with Award (pending)	Housekeeping	1-Time	-	-	-	403,850
<b>Total - Fund 105 Property Abatement</b>			<b>\$ -</b>	<b>\$ 135,471</b>	<b>\$ -</b>	<b>\$ (100,000)</b>
Property Abatement Program	Housekeeping		-	135,471	-	(100,000)
<b>Total - Fund 181 Felony Seizure</b>			<b>\$ -</b>	<b>\$ 5,044</b>	<b>\$ -</b>	<b>\$ -</b>
Felony Seizures, Funded by Ending Fund Balance	Restricted Rev	1-Time	-	5,044	-	-
<b>Total Fund 182 - Federal Seizures</b>			<b>\$ 210,000</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>
Federal Seizures, Funded by Forfeitures	Restricted Rev	1-Time	210,000	100,000	-	-
<b>Total - Fund 191 Neighborhood Stabilization Program (NSP)</b>			<b>\$ -</b>	<b>\$ 91,277</b>	<b>\$ -</b>	<b>\$ -</b>
NSP 1 Funds	Restricted Rev	1-Time	-	91,277	-	-
<b>Total - Fund 192 Office of Economic Adjustment (OEA)</b>			<b>\$ 5,470</b>	<b>\$ 36,887</b>	<b>\$ 44,000</b>	<b>\$ 41,350</b>
SSMCP - Adjustments for Projected 2015 and Preliminary 2016 Budget	Restricted Rev	1-Time	5,470	36,887	44,000	41,350
<b>Total - Fund 195 Public Safety Grants</b>			<b>\$ 68,427</b>	<b>\$ 68,427</b>	<b>\$ -</b>	<b>\$ -</b>
WA Traffic Safety Commission - Motorcycle Emphasis	Grant	1 Time	3,191	3,191	-	-
Justice Programs Bulletproof Vest Grant	Grant	1 Time	13,544	13,544	-	-
Homeland Security Recreational Boating Safety Grant	Grant	1 Time	16,037	16,037	-	-
Nisqually Tribal Mental Health Contribution	Grant	1 Time	25,000	25,000	-	-
WASPC - Traffic Safety Equipment Grant	Grant	1 Time	10,655	10,655	-	-

**2015/2016 Mid-Biennium Budget Adjustment  
Summary of Proposed Requests**

	Year 2015		Year 2016			
	Revenue	Expenditure	Revenue	Expenditure		
<b>Grand Total - Debt Service Funds</b>	\$ 351,697	\$ 319,541	\$ (65,775)	\$ (64,800)		
<b>Total - Fund 202 LID Debt Service</b>	\$ 351,697	\$ 319,541	\$ (65,775)	\$ (64,800)		
CLID 1101 Bonds - Bond Call Due to Early Payoff by Property Owner in 2015 - Reduction in Debt Service in 2016	Debt	1-Time	351,697	319,541	(65,775)	(64,800)
<b>Total - Capital Improvement Project Funds</b>	\$ (17,508,367)	\$ (17,504,928)	\$ 19,251,502	\$ 19,344,724		
<b>Total - Fund 301 Parks CIP</b>	\$ (157,572)	\$ 343,878	\$ 1,495,274	\$ 864,100		
Unallocated - Verizon US Open Parking Fees	Capital	1-Time	5,000	-	-	-
Unallocated - Sale of Lakeland Property/USGA US Open Park Fees	Capital	1-Time	125,000	-	-	-
Waughop Lake Trail - Realign Timing of Project Expenditures	Capital	1-Time	(400,000)	-	400,000	-
Chambers Creek Trail Planning - Eliminate \$6,450 Lakeland Property Funding / Add \$25,000 SWM	Capital	1-Time	(25,000)	-	25,000	-
Gateway Projects - Funded by REET \$13,878 / LTAC \$50,000	Capital	1-Time	13,878	13,878	50,000	50,000
Phase II Springbrook Park Expansion - Additional Funding \$1,500 Donations / \$12,324 SWM / \$276 Beg Bal	Capital	1-Time	(196,450)	10,000	210,274	4,100
Phase III Springbrook Bridge - Funded with \$291K State Legislative Grant / \$19K SWM	Capital	1-Time	-	-	310,000	310,000
Phase IV Springbrook Park Acquisition - Funded by \$285K RCO Grant / \$35K SWM	Capital	1-Time	320,000	320,000	-	-
Ft. Steilacoom Park Sports Field Improvements - Funded by \$250K LTAC / \$50K RCO Grant)	Capital	1-Time	-	-	500,000	500,000
<b>Total - Fund 302 Transportation CIP</b>	\$ (17,350,795)	\$ (17,883,806)	\$ 17,756,228	\$ 18,445,624		
Unallocated - Left over Street Vacations, \$5,000 and unused REET, \$24,168 in 2015 - Left over REET, \$3,969 in 2016	Capital	1-Time	29,168	-	3,969	-
Personnel, Engineering & Professional Services - Transportation Element of Comprehensive Plan Update - Source is \$38,444 REET & \$7,556 Developer Contributions 2015 / \$10,000 REET 2016	Capital	1-Time	46,000	46,000	10,000	10,000
New LED Streetlights - Reduce Project Expenditures due to reduced project scope - Reallocate REET \$45,000 to other projects	Capital	1-Time	(45,000)	(45,000)	-	-
Minor Capital - For Street Striping - Source is Proceeds from Street Vacations	Capital	1-Time	70,000	35,000	-	35,000
Chip Seal Program - Pavement Rehab & Patching in Prep for Chip Seal in 2016 (Onyx Drive) - Source is \$80,000 Street Vacations 2015 & \$20,000 SWM 2015	Capital	1-Time	100,000	100,000	-	20,000
Bridgeport Way - 83rd to 75th - Lakewood Water District participation higher than originally budgeted.	Capital	1-Time	375,253	425,253	-	-
Gravelly Lake Drive - 100th St to Bridgeport Way - Construction to occur in 2016, increase expenses to reflect bid proposals	Capital	1-Time	(1,561,464)	(1,583,969)	1,897,495	1,920,000

**2015/2016 Mid-Biennium Budget Adjustment  
Summary of Proposed Requests**

			Year 2015		Year 2016	
			Revenue	Expenditure	Revenue	Expenditure
South Tacoma Way - SR512 to 96th - Construction to occur in 2016, update expenses to reflect bid proposals - Lakewood Water District related costs lower, offset by reduced participation, \$200,000 - Increase WSDOT Grant, \$190,000 in 2016 - Decrease SWM participation, \$125,000 in 2016	Capital	1-Time	(3,807,060)	(3,815,000)	3,672,060	3,680,000
Madigan Access Improvements - Construction to occur in 2016, increase expenses to reflect bid proposals. - Sources are OEA, \$500,000 in 2016 & WSDOT Rail, \$469,638 in 2016	Capital	1-Time	(2,335,351)	(2,335,351)	3,304,989	3,423,039
Traffic Signal Upgrade Phase 4 - Add \$59,000 in 2015 for personnel and capital costs - Source is REET, \$57,591 in 2015 and additional Century Contribution \$1,409	Capital	1-Time	59,000	59,000	-	-
Steilacoom Blvd Corridor Safety Project - increase expenses to reflect bid proposals. -Source is General Fund, \$15,000, reallocated from other projects, SWM, \$100,000 & REET, \$212,275 in 2015 and REET, \$1,058 in 2016	Capital	1-Time	(1,974,392)	(2,201,667)	2,302,725	2,530,000
Bridgeport Way - JBLM to I-5 - Construction to occur in 2016 - Add REET, \$10,434 in 2015	Capital	1-Time	(3,661,341)	(3,659,566)	3,671,775	3,670,000
South Tacoma Way - Steilacoom Blvd to 88th - Construction to occur in 2016, increase expenses to reflect bid proposals. - Additional Grant Anticipated, \$125,000 in 2016 - Increase SWM participation, \$55,000 in 2016	Capital	1-Time	(1,244,273)	(1,350,000)	1,424,273	1,530,000
111th/112th Bridgeport Way to Kendrick - Construction to occur in 2017, reallocate revenue and expenses to new timeline.	Capital	1-Time	(223,001)	(223,001)	60,000	60,000
Bridgeport Way Overlay - Pac Hwy to 112th - Storm Drainage Repair - SWM participation \$10,000 in 2015	Capital	1-Time	10,000	10,000	-	-
Lakewood Drive - 100th to Steilacoom Blvd - Increase REET participation, \$17,500 in 2015 - Increase TBD participation, \$9,500 in 2015 - Add SWM participation, \$25,000 in 2016	Capital	1-Time	27,000	27,000	25,000	25,000
Steilacoom Blvd - Lakewood Dr to W of So Tacoma Way - Increase Project Exp by \$5,000 - Add \$20,000 Transfer In From SWM for Storm Drainage Repair - Reallocate \$15,000 from GF to other projects	Capital	1-Time	5,000	5,000	-	-
Main Street Overlay - GLD to 108th St - Cost savings in actual construction costs - Decrease TBD Participation, \$54,500 in 2015	Capital	1-Time	(54,500)	(54,500)	-	-
59th Ave - 100th St to Bridgeport Way - Storm Drainage Repair increased construction costs - Add REET participation of \$17,700 in 2015 - Add SWM participation \$25,000 in 2015	Capital	1-Time	42,700	42,700	-	-
108th St - Main St to Bridgeport Way - Increase cost for Professional Services, \$5,000 - Reduced Grants Anticipated \$283,500 in 2015 - Added TBD participation, \$45,000 in 2015 - Increase CDBG participation, \$243,500 in 2016	Capital	1-Time	(680,000)	(705,000)	685,000	710,000
Lakewood Traffic Signal Upgrade Phase 5 - Construction to begin in 2016	Capital	1-Time	(220,000)	(262,585)	220,000	262,585
Steilacoom Blvd - Farwest to Phillips - Construction to begin in 2017	Capital	1-Time	(746,000)	(842,000)	334,000	430,000

**2015/2016 Mid-Biennium Budget Adjustment  
Summary of Proposed Requests**

			Year 2015		Year 2016	
			Revenue	Expenditure	Revenue	Expenditure
Safety Projects - Military Road/112th - Relocate \$1,500 REET to other projects in 2015 - Construction to begin in 2017	Capital	1-Time	(756,000)	(765,000)	81,000	90,000
Safety Projects - Roadway Safety @96th & 40th - Reallocate REET 11,150 to other projects in 2015 - Construction to begin in 2017	Capital	1-Time	(822,500)	(827,500)	45,000	50,000
Safe Routes To Schools, Pedestrian/Bicycle Safety - Additional Grant Revenue from Project Close out	Capital	1-Time	11,816	-	-	-
San Francisco - Bridgeport Way to Addison - Add \$35,688 capital costs - Source is REET \$1,746 in 2015 & \$18,942 in 2016 & \$15,000 SWM in 2015	Capital	1-Time	16,746	35,688	18,942	-
Custer / John Dower - Add SWM participation, \$15,000 in 2015 - Reduce REET participation, \$29,618 in 2015 - Reallocate \$15,000 REET to other projects	Capital	1-Time	(14,618)	(14,618)	-	-
Portland Ave Traffic Calming - Add \$15,000 in project expenses - Source is Camp Murray Gate Mitigation Fees Received in Prior Years	Capital	1-Time	-	15,000	-	-
City-Wide Safety Improvements - Add \$310 in project expenses - Increase REET Participation, \$310 in 2015	Capital	1-Time	310	310	-	-
100th & Lakewood Dr. - Add Mitigation received, \$1,712 in 2015	Capital	1-Time	1,712	-	-	-
<b>Total - Fund 312 Sanitary Sewer Connection</b>			<b>\$ -</b>	<b>\$ 35,000</b>	<b>\$ -</b>	<b>\$ 35,000</b>
Sewer Availability Staff Time	Housekeeping	Ongoing	-	26,000	-	26,000
Postage	Housekeeping	Ongoing	-	2,500	-	2,500
B&O Taxes to State	Housekeeping	Ongoing	-	3,500	-	3,500
Lien-Related Costs	Housekeeping	Ongoing	-	3,000	-	3,000
<b>Total - Enterprise Funds</b>			<b>\$ 93,327</b>	<b>\$ (991,745)</b>	<b>\$ 190,610</b>	<b>\$ 2,106,961</b>
<b>Total - Fund 401 Surface Water Management</b>			<b>\$ 93,327</b>	<b>\$ (991,745)</b>	<b>\$ 190,610</b>	<b>\$ 2,106,961</b>
Waughop Lake Mngmt Plan - Project to Extend into 2016	Capital	1-Time	(48,573)	(64,014)	48,573	64,014
Storm Water Source Control Study - Funded by DOE Grant	Capital	1-Time	141,900	141,900	142,037	142,037
2016 Water Quality Vaults Project - Construction to occur in 2016 - Additional SWM funds needed for construction of 2 vaults, \$70,000	Capital	1-Time		(225,000)		295,000
Storm Drain Pipe Repair - Construction Cost Increase due to Higher Bids	Capital	1-Time	-	200,000	-	-
Transfer to Parks CIP Projects - \$35,000 Springbrook Park Acquisition 2015 - \$12,324 Springbrook Park Expansion 2016 - \$19,000 Springbrook Bridge 2016 - \$25,000 Chambers Creek Trail Planning 2016	Capital	1-Time	-	35,000	-	56,324
Transfer to Transportation CIP Projects for SWM's Share of Costs	Capital	1-Time	-	(1,231,212)	-	1,416,329
Allocation of Internal Service Charges	Housekeeping	Ongoing	-	151,581	-	133,257
<b>Total - Internal Service Funds</b>			<b>\$ 609,195</b>	<b>\$ 789,245</b>	<b>\$ 615,928</b>	<b>\$ 503,878</b>
<b>Total - Fund 501 Fleet &amp; Equipment</b>			<b>\$ -</b>	<b>\$ 130,050</b>	<b>\$ 235,239</b>	<b>\$ 123,189</b>

**2015/2016 Mid-Biennium Budget Adjustment  
Summary of Proposed Requests**

			Year 2015		Year 2016	
			Revenue	Expenditure	Revenue	Expenditure
Transfer to Information Technology Fund - IT Strategic Plan, Replenish in 2016	Housekeeping	1-Time	-	110,050	-	123,189
Transfer In From General Fund - Replenish Reserves Used for IT Strategic Plan	Housekeeping	1-Time	-	-	233,239	-
Purchase of 3 New Snow Plows - \$20,000 1-Time 2015 / \$2,000 Ongoing Reserves in 2016	New	1-Time	-	20,000	2,000	-
<b>Total - Fund 502 Property Management</b>			<b>\$ 6,725</b>	<b>\$ 56,725</b>	<b>\$ -</b>	<b>\$ -</b>
Police Station Lead Abatement Project - Funded within Existing Police Budget	Housekeeping	1-Time	6,725	6,725	-	-
City Hall Space Planning/Reconfiguration Carry Forward of Funds	Housekeeping	1-Time	-	50,000	-	-
<b>Total - Fund 503 Information Technology</b>			<b>\$ 110,050</b>	<b>\$ 110,050</b>	<b>\$ 143,189</b>	<b>\$ 143,189</b>
<i>Information Technology Strategic Plan Items:</i>						
Video Arraignment M&O	Housekeeping/ Strategic Plan	Ongoing	-	-	-	5,000
Redesign City's Permit Process/Web Extensions - \$4,000 1-Time 2015 / \$5,510 Ongoing in 2015 & 2016	Housekeeping/ Strategic Plan	1-Time & Ongoing	-	9,510	-	5,510
Blue Beam Software - \$3,500 1-Time 2015 / \$400 Ongoing in 2016	Housekeeping/ Strategic Plan	1-Time & Ongoing	-	3,500	-	400
Mobile Apps w/CRM Integration - \$10,000 1-Time 2015 / \$7,300 Ongoing 2015 / \$14,600 Ongoing 2016	Housekeeping/ Strategic Plan	1-Time & Ongoing	-	17,300	-	14,600
Enterprise Task Management/Work Order System - \$75,000 1-Time 2015 / \$7,500 Ongoing 2015 / \$30,000 Ongoing 2016	Housekeeping/ Strategic Plan	1-Time & Ongoing	-	82,500	-	30,000
VMWare Virtual Desktop (VDI) - \$17,000 1-Time 2015 / \$1,500 Ongoing in 2016	Housekeeping/ Strategic Plan	1-Time & Ongoing	-	17,000	-	1,500
FiberOptic Connection - Fort Steilacoom Park O&M Facility - \$26,000 1-Time 2015 / \$4,800 M&O Savings in 2016	Housekeeping/ Strategic Plan	1-Time & Ongoing	-	26,000	-	(4,800)
Wireless Access Points (Wi-Wi) - \$15,000 1-Time 2015 / \$2,500 Ongoing in 2016	Housekeeping/ Strategic Plan	1-Time & Ongoing	-	15,000	-	2,500
Disaster Recovery Phase II Business Continuity Plan	Housekeeping/ Strategic Plan	1-Time	-	-	-	10,000
Cell Phone Archival of Text Messages	Housekeeping/ Strategic Plan	Ongoing	-	5,240	-	10,479
Video Surveillance	Housekeeping/ Strategic Plan	1-Time	-	-	-	50,000
Redundant Voice & Data Circuits (Co-Location) at Police Station - \$10,000 1-Time 2016 / \$18,000 Ongoing 2016	Housekeeping/ Strategic Plan	1-Time & Ongoing	-	-	-	28,000
Informational Videos	Housekeeping/ Strategic Plan	1-Time	-	14,000	-	-
Enterprise Network Monitoring Tools	Housekeeping/ Strategic Plan	1-Time	-	10,000	-	-
Phone System Annual Replacement Reserves	Housekeeping/ Strategic Plan	Ongoing	-	-	20,000	-
Document Management System - Eliminate, Project Delayed	Housekeeping/ Strategic Plan	1-Time	-	(90,000)	-	(10,000)
Transfer In From Fleet & Equipment Reserves - To Fund Strategic Plan, Replenish in 2016	Housekeeping/ Strategic Plan	1-Time	110,050	-	123,189	-
<b>Total - Fund 504 Risk Management</b>			<b>\$ 492,420</b>	<b>\$ 492,420</b>	<b>\$ 237,500</b>	<b>\$ 237,500</b>
WCIA Assessment Increase	Housekeeping	Ongoing	10,500	10,500	187,500	187,500
WCIA Potential Deductibles for Claims Prior to 2014	Housekeeping	Ongoing	225,000	225,000	-	-
Claims/Judgment - Public Disclosure, Koenig Case	Housekeeping	1-Time	206,920	206,920	-	-
3rd Party Claims, Offset by Insurance Recoveries	Housekeeping	Ongoing	50,000	50,000	50,000	50,000

ORDINANCE NO.

AN ORDINANCE of the City Council of the City of Lakewood, Washington, amending the 2015-2016 Biennial Budget.

WHEREAS, the tax estimates and budget for the City of Lakewood, Washington, for the 2015-2016 fiscal biennium have been prepared and filed on October 1, 2014 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 Lakewood 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 Lakewood having held a public hearing on November 3, 2014, and having considered the public testimony presented; and

WHEREAS, per RCW 35.34.130, the City is required to adopt by ordinance a mid-biennial review and modification of the biennial budget. The review and modification shall occur no sooner than September 1, 2015 and no later than December 31, 2015. A review and evaluation of the Community Safety Resource Team (CSRT) Program shall occur as part of this process; and

WHEREAS, the City Council of the City of Lakewood adopted Ordinance 597 on November 17, 2014 implementing the 2015 and 2016 Biennial Budget; and

WHEREAS, the City Council of the City of Lakewood adopted Ordinance 608 on May 4, 2015 implementing the 2015 Carry Forward Budget Adjustment; and

WHEREAS, the City Council of the City of Lakewood finds it necessary to revise the 2015-2016 Biennial Budget as result of the mid-biennial review;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKEWOOD, WASHINGTON DO ORDAIN as follows:

Section 1. Budget Amendment. The 2015-2016 Biennial Budget, as set forth in Ordinance 608, Section 1, is amended to adopt the revised budget for the 2015-2016 biennium in the amounts and for the purposes as shown on Exhibits B(1) Proposed Revised Budget by Fund – Year 2015 and B(2) Proposed Revised Budget by Fund – Year 2016.

Section 2. Severability. If any section, sentence, clause or phrase of this Ordinance shall be held to be invalid or unconstitutional by a court of competent jurisdiction, or its application held inapplicable to any person, property or circumstance, such invalidity or unconstitutionality or inapplicability shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance or its application to any other person, property or circumstance.

Section 3. Copies of the Budget to Be Filed. A complete copy of the final budget as adopted herein shall be transmitted to the Office of the State Auditor, the Association of Washington Cities and to the Municipal Research and Services Center of Washington. Copies of the final budget as adopted herein shall be filed with the City Clerk and shall be made available for use by the public.

Section 4. Effective Date. This Ordinance shall be in full force and effect for the fiscal years 2015 and 2016 and five (5) days after publication as required by law.

ADOPTED by the City Council this 16<sup>th</sup> day of November, 2015.

CITY OF LAKEWOOD

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Don Anderson, Mayor

Attest:

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Alice M. Bush, MMC, City Clerk

Approved as to Form:

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Heidi Ann Wachter, City Attorney

**EXHIBIT A(1)**  
**CURRENT REVISED BUDGET BY FUND - YEAR 2015**

Fund	Beginning Fund Balance			Revenue			Expenditure			Ending Fund Balance
	Prior Amount	Adjustment	Revised	Prior Amount	Adjustment	Revised	Prior Amount	Adjustment	Revised	
<b>General Fund (001)</b>	\$ 4,034,368	\$ 498,327	\$ 4,532,695	\$ 35,107,433	\$ 80,301	\$ 35,187,734	\$ 34,966,947	\$ 763,032	\$ 35,729,979	\$ 3,990,450
<b>Special Revenue Funds:</b>										
101 Street Operations & Maintenance	-	-	-	1,893,850	(44,464)	1,849,386	1,893,850	(44,464)	1,849,386	-
102 Real Estate Excise Tax	1,647,206	(528,677)	1,118,529	800,000	137,000	937,000	2,447,206	(392,402)	2,054,804	725
103 Transportation Benefit District	-	-	-	572,000	-	572,000	572,000	-	572,000	-
104 Hotel/Motel Lodging Tax Fund	937,524	91,033	1,028,557	500,000	-	500,000	500,000	(48,150)	451,850	1,076,707
105 Property Abatement	200,000	61,771	261,771	-	48,700	48,700	100,000	75,000	175,000	135,471
106 Public Art	15,000	10,389	25,389	10,000	-	10,000	2,000	-	2,000	33,389
180 Narcotics Seizure	801,701	(318,430)	483,271	110,000	14,563	124,563	318,550	14,563	333,113	274,721
181 Felony Seizure	11,958	(6,915)	5,043	-	-	-	-	-	-	5,043
182 Federal Seizure	40,240	31,547	71,787	-	-	-	10,000	-	10,000	61,787
190 Grants	1,212	21,168	22,380	535,000	1,649,297	2,184,297	535,000	1,660,140	2,195,140	11,537
191 Neighborhood Stabilization Prog	171,345	(68)	171,277	-	-	-	-	80,000	80,000	91,277
192 OEA Grant	5,393	79,326	84,719	179,500	210,096	389,596	179,500	220,709	400,209	74,106
195 Public Safety Grants	-	216	216	149,810	27,257	177,067	149,810	27,473	177,283	0
<b>Debt Service Funds:</b>										
201 GO Bond Debt Service	-	-	-	289,183	51,476	340,659	289,183	51,476	340,659	0
202 LID Debt Service	149	902	1,051	279,319	-	279,319	279,319	-	279,319	1,051
204 Sewer Project Debt	666,071	(15,217)	650,854	600,000	-	600,000	726,146	-	726,146	524,708
251 LID Guaranty	391,858	(63)	391,795	-	-	-	-	-	-	391,795
<b>Capital Project Funds:</b>										
301 Parks CIP	10,276	0	10,276	856,450	238,729	1,095,179	60,000	238,729	298,729	806,726
302 Transportation CIP	-	-	-	14,620,037	18,482,053	33,102,090	13,772,500	18,958,461	32,730,961	371,129
311 Sewer Project CIP	76,208	29,862	106,070	1,520,000	-	1,520,000	1,520,000	-	1,520,000	106,070
312 Sanitary Sewer Connection	562,834	121,069	683,903	297,000	-	297,000	-	-	-	980,903
<b>Enterprise Fund:</b>										
401 Surface Water Management	3,317,526	3,550,716	6,868,242	3,091,669	229,876	3,321,545	3,158,640	2,744,937	5,903,577	4,286,210
<b>Internal Service Funds:</b>										
501 Fleet & Equipment	3,936,339	159,636	4,095,975	1,987,240	39,875	2,027,115	1,429,720	723,202	2,152,922	3,970,168
502 Property Management	393,421	52,734	446,155	742,080	-	742,080	909,080	5,780	914,860	273,375
503 Information Technology	-	-	-	1,178,650	154,208	1,332,858	1,178,650	154,208	1,332,858	-
504 Risk Management	-	-	-	774,014	184,975	958,989	774,014	184,975	958,989	-
<b>Total All Funds</b>	<b>\$17,220,629</b>	<b>\$ 3,839,328</b>	<b>\$21,059,957</b>	<b>\$ 66,093,235</b>	<b>\$ 21,503,942</b>	<b>\$87,597,177</b>	<b>\$ 65,772,115</b>	<b>\$ 25,417,669</b>	<b>\$91,189,784</b>	<b>\$ 17,467,349</b>

**EXHIBIT A(2)**  
**CURRENT REVISED BUDGET BY FUND - YEAR 2016**

Fund	Beginning Fund Balance			Revenue			Expenditure			Ending Fund Balance
	Prior Amount	Adjustment	Revised	Prior Amount	Adjustment	Revised	Prior Amount	Adjustment	Revised	
<b>General Fund (001)</b>	\$ 4,174,854	\$ (184,404)	\$ 3,990,450	\$ 35,709,391	\$ (14,000)	\$ 35,695,391	\$ 35,546,448	\$ (198,404)	\$ 35,348,044	\$ 4,337,797
<b>Special Revenue Funds:</b>										
101 Street Operations & Maintenance	-	-	-	1,948,250	(153,290)	1,794,960	1,948,250	(153,290)	1,794,960	-
102 Real Estate Excise Tax	-	725	725	800,000	137,000	937,000	800,000	135,500	935,500	2,225
103 Transportation Benefit District	-	-	-	685,000	-	685,000	685,000	-	685,000	-
104 Hotel/Motel Lodging Tax Fund	937,524	139,183	1,076,707	500,000	-	500,000	500,000	-	500,000	1,076,707
105 Property Abatement	100,000	35,471	135,471	-	35,000	35,000	100,000	35,000	135,000	35,471
106 Public Art	23,000	10,389	33,389	10,000	-	10,000	33,000	-	33,000	10,389
180 Narcotics Seizure	593,151	(318,430)	274,721	110,000	-	110,000	289,750	-	289,750	94,971
181 Felony Seizure	11,958	(6,915)	5,043	-	-	-	-	-	-	5,043
182 Federal Seizure	30,240	31,547	61,787	-	-	-	10,000	-	10,000	51,787
190 Grants	1,212	10,325	11,537	535,000	(35,000)	500,000	535,000	(35,000)	500,000	11,537
191 Neighborhood Stabilization Prog	171,345	(80,068)	91,277	-	-	-	-	-	-	91,277
192 OEA Grant	5,393	68,713	74,106	179,500	-	179,500	179,500	-	179,500	74,106
195 Public Safety Grants	-	0	0	-	-	-	-	-	-	0
<b>Debt Service Funds:</b>										
201 GO Bond Debt Service	-	0	0	290,158	154,650	444,808	290,158	154,650	444,808	0
202 LID Debt Service	149	902	1,051	270,263	-	270,263	270,263	-	270,263	1,051
204 Sewer Project Debt	539,925	(15,217)	524,708	600,000	-	600,000	497,857	-	497,857	626,851
251 LID Guaranty	391,858	(63)	391,795	-	-	-	270,000	-	270,000	121,795
<b>Capital Project Funds:</b>										
301 Parks CIP	806,726	0	806,726	375,000	-	375,000	1,181,450	-	1,181,450	276
302 Transportation CIP	847,537	(476,408)	371,129	7,541,500	(5,273,000)	2,268,500	7,276,500	(4,992,500)	2,284,000	355,629
311 Sewer Project CIP	76,208	29,862	106,070	-	-	-	-	-	-	106,070
312 Sanitary Sewer Connection	859,834	121,069	980,903	302,000	-	302,000	-	-	-	1,282,903
<b>Enterprise Fund:</b>										
401 Surface Water Management	3,250,555	1,035,655	4,286,210	2,702,500	-	2,702,500	3,539,060	(417,095)	3,121,965	3,866,745
<b>Internal Service Funds:</b>										
501 Fleet & Equipment	4,493,859	(523,691)	3,970,168	1,987,240	-	1,987,240	1,242,220	(118,000)	1,124,220	4,833,188
502 Property Management	226,421	46,954	273,375	749,800	-	749,800	799,800	-	799,800	223,375
503 Information Technology	-	-	-	1,069,950	22,686	1,092,636	1,069,950	22,686	1,092,636	-
504 Risk Management	-	-	-	748,980	30,000	778,980	748,980	30,000	778,980	-
<b>Total All Funds</b>	<b>\$17,541,749</b>	<b>\$ (74,400)</b>	<b>\$17,467,349</b>	<b>\$ 57,114,532</b>	<b>\$ (5,095,954)</b>	<b>\$52,018,578</b>	<b>\$ 57,813,186</b>	<b>\$ (5,536,453)</b>	<b>\$52,276,733</b>	<b>\$ 17,209,194</b>

**EXHIBIT B(1)**  
**PROPOSED REVISED BUDGET BY FUND - YEAR 2015**

Fund	Beginning Fund Balance			Revenue			Expenditure			Ending Fund Balance
	Prior Amount	Adjustment	Revised	Prior Amount	Adjustment	Revised	Prior Amount	Adjustment	Revised	
<b>General Fund (001)</b>	\$ 4,532,695	\$ -	\$ 4,532,695	\$ 35,187,734	\$ 229,159	\$ 35,416,893	\$ 35,729,979	\$ 467,193	\$ 36,197,172	\$ 3,752,416
<b>Special Revenue Funds:</b>										
101 Street Operations & Maintenance	-	-	-	1,849,386	360,975	2,210,361	1,849,386	360,975	2,210,361	-
102 Real Estate Excise Tax	1,118,529	-	1,118,529	937,000	263,000	1,200,000	2,054,804	193,878	2,248,682	69,847
103 Transportation Benefit District	-	-	-	572,000	-	572,000	572,000	-	572,000	-
104 Hotel/Motel Lodging Tax Fund	1,028,557	-	1,028,557	500,000	175,000	675,000	451,850	-	451,850	1,251,707
105 Property Abatement	261,771	-	261,771	48,700	-	48,700	175,000	135,471	310,471	0
106 Public Art	25,389	-	25,389	10,000	-	10,000	2,000	-	2,000	33,389
180 Narcotics Seizure	483,271	-	483,271	124,563	-	124,563	333,113	-	333,113	274,721
181 Felony Seizure	5,044	-	5,044	-	-	-	-	5,044	5,044	-
182 Federal Seizure	71,787	-	71,787	-	210,000	210,000	10,000	100,000	110,000	171,787
190 Grants	22,380	-	22,380	2,184,297	-	2,184,297	2,195,140	-	2,195,140	11,537
191 Neighborhood Stabilization Prog	171,277	-	171,277	-	-	-	80,000	91,277	171,277	0
192 OEA Grant	84,719	-	84,719	389,596	5,470	395,066	400,209	36,887	437,096	42,689
195 Public Safety Grants	216	-	216	177,067	68,427	245,494	177,283	68,427	245,710	0
<b>Debt Service Funds:</b>										
201 GO Bond Debt Service	-	-	-	340,659	-	340,659	340,659	-	340,659	0
202 LID Debt Service	1,051	-	1,051	279,319	351,697	631,016	279,319	319,541	598,860	33,207
204 Sewer Project Debt	650,854	-	650,854	600,000	-	600,000	726,146	-	726,146	524,708
251 LID Guaranty	391,795	-	391,795	-	-	-	-	-	-	391,795
<b>Capital Project Funds:</b>										
301 Parks CIP	10,276	-	10,276	1,095,179	(157,572)	937,607	298,729	343,878	642,607	305,276
302 Transportation CIP	-	-	-	33,102,090	(17,350,795)	15,751,295	32,730,961	(17,883,806)	14,847,155	904,140
311 Sewer Project CIP	106,070	-	106,070	1,520,000	-	1,520,000	1,520,000	-	1,520,000	106,070
312 Sanitary Sewer Connection	683,903	-	683,903	297,000	-	297,000	-	35,000	35,000	945,903
<b>Enterprise Fund:</b>										
401 Surface Water Management	6,868,242	-	6,868,242	3,321,545	93,327	3,414,872	5,903,577	(991,745)	4,911,832	5,371,282
<b>Internal Service Funds:</b>										
501 Fleet & Equipment	4,095,975	-	4,095,975	2,027,115	-	2,027,115	2,152,922	130,050	2,282,972	3,840,118
502 Property Management	446,155	-	446,155	742,080	6,725	748,805	914,860	56,725	971,585	223,375
503 Information Technology	-	-	-	1,332,858	110,050	1,442,908	1,332,858	110,050	1,442,908	-
504 Risk Management	-	-	-	958,989	492,420	1,451,409	958,989	492,420	1,451,409	-
<b>Agency Fund:</b>										
601 Investment Control	-	-	-	-	-	-	-	-	-	-
<b>Total All Funds</b>	<b>\$21,059,957</b>	<b>\$ -</b>	<b>\$21,059,957</b>	<b>\$ 87,597,177</b>	<b>\$ (15,142,116)</b>	<b>\$72,455,061</b>	<b>\$ 91,189,784</b>	<b>\$ (15,928,735)</b>	<b>\$75,261,050</b>	<b>\$ 18,253,968</b>

**EXHIBIT B(2)**  
**PROPOSED REVISED BUDGET BY FUND - YEAR 2016**

Fund	Beginning Fund Balance			Revenue			Expenditure			Ending Fund Balance
	Prior Amount	Adjustment	Revised	Prior Amount	Adjustment	Revised	Prior Amount	Adjustment	Revised	
<b>General Fund (001)</b>	\$ 3,990,450	\$ (238,034)	\$ 3,752,416	\$ 35,695,391	\$ 880,830	\$ 36,576,221	\$ 35,348,044	\$ 539,499	\$ 35,887,543	\$ 4,441,094
<b>Special Revenue Funds:</b>										
101 Street Operations & Maintenance	-	-	-	1,794,960	369,983	2,164,943	1,794,960	369,983	2,164,943	-
102 Real Estate Excise Tax	725	69,122	69,847	937,000	287,000	1,224,000	935,500	270,000	1,205,500	88,347
103 Transportation Benefit District	-	-	-	685,000	-	685,000	685,000	-	685,000	-
104 Hotel/Motel Lodging Tax Fund	1,076,707	175,000	1,251,707	500,000	100,000	600,000	500,000	403,850	903,850	947,857
105 Property Abatement	135,471	(135,471)	0	35,000	-	35,000	135,000	(100,000)	35,000	0
106 Public Art	33,389	-	33,389	10,000	-	10,000	33,000	-	33,000	10,389
180 Narcotics Seizure	274,721	-	274,721	110,000	-	110,000	289,750	-	289,750	94,971
181 Felony Seizure	5,043	(5,043)	-	-	-	-	-	-	-	-
182 Federal Seizure	61,787	110,000	171,787	-	-	-	10,000	-	10,000	161,787
190 Grants	11,537	-	11,537	500,000	-	500,000	500,000	-	500,000	11,537
191 Neighborhood Stabilization Prog	91,277	(91,277)	0	-	-	-	-	-	-	0
192 OEA/SSMCP Grant	74,106	(31,417)	42,689	179,500	44,000	223,500	179,500	41,350	220,850	45,339
195 Public Safety Grants	0	0	1	-	-	-	-	-	-	0
<b>Debt Service Funds:</b>										
201 GO Bond Debt Service	0	-	0	444,808	-	444,808	444,808	-	444,808	0
202 LID Debt Service	1,051	32,156	33,207	270,263	(65,775)	204,488	270,263	(64,800)	205,463	32,232
204 Sewer Project Debt	524,708	-	524,708	600,000	-	600,000	497,857	-	497,857	626,851
251 LID Guaranty	391,795	-	391,795	-	-	-	270,000	-	270,000	121,795
<b>Capital Project Funds:</b>										
301 Parks CIP	806,726	(501,450)	305,276	375,000	1,495,274	1,870,274	1,181,450	864,100	2,045,550	130,000
302 Transportation CIP	371,129	533,011	904,140	2,268,500	17,756,228	20,024,728	2,284,000	18,445,624	20,729,624	199,244
311 Sewer Project CIP	106,070	-	106,070	-	-	-	-	-	-	106,070
312 Sanitary Sewer Connection	980,903	(35,000)	945,903	302,000	-	302,000	-	35,000	35,000	1,212,903
<b>Enterprise Fund:</b>										
401 Surface Water Management	4,286,210	1,085,072	5,371,282	2,702,500	190,610	2,893,110	3,121,965	2,106,961	5,228,926	3,035,466
<b>Internal Service Funds:</b>										
501 Fleet & Equipment	3,970,168	(130,050)	3,840,118	1,987,240	235,239	2,222,479	1,124,220	123,189	1,247,409	4,815,188
502 Property Management	273,375	(50,000)	223,375	749,800	-	749,800	799,800	-	799,800	173,375
503 Information Technology	-	-	-	1,092,636	143,189	1,235,825	1,092,636	143,189	1,235,825	-
504 Risk Management	-	-	-	778,980	237,500	1,016,480	778,980	237,500	1,016,480	-
<b>Agency Fund:</b>										
601 Investment Control	-	-	-	-	-	-	-	-	-	-
<b>Total All Funds</b>	<b>\$17,467,349</b>	<b>\$ 786,619</b>	<b>\$18,253,968</b>	<b>\$ 52,018,578</b>	<b>\$ 21,674,078</b>	<b>\$73,692,656</b>	<b>\$ 52,276,733</b>	<b>\$ 23,415,445</b>	<b>\$75,692,178</b>	<b>\$ 16,254,446</b>

# 2015/2016 MID-BIENNIUM BUDGET ADJUSTMENT

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Public Hearing  
City Council  
November 2, 2015

# Background

- Mid-biennial review required for cities on biennial budget
- 6-Year Financial Forecast presented at September 28th City Council Study Session
- Mid-biennium budget adjustment reviewed at October 12<sup>th</sup> City Council Study Session
- Public Hearing required on proposed budget adjustment
- Adoption of ordinance scheduled for Nov 16<sup>th</sup>

# Purpose

- Housekeeping adjustments to incorporate items previously approved by Council;
- Reflect projects funded by grants and contributions;
- Changing operating trends and conditions; and
- New allocations.

# Highlights

- Meets financial policies
  - Reserves and ending fund balance
  - Ongoing expenditures supported by ongoing revenues
- Align capital project budgets with revised 6-year CIP

# General Fund Ending Fund Balance

- 2016 estimate ending fund balance estimate = \$4.44M
  - 2% General Fund Contingency Reserves = \$740K
  - 5% General Fund Ending Fund Balance Reserves = \$1.85M
  - 5% Strategic Reserves = \$1.85M

				Year 2015		Year 2016	
				Revenue	Expenditure	Revenue	Expenditure
<b>Grand Total - All Funds</b>				\$ (15,142,117)	\$ (15,928,735)	\$ 21,674,078	\$ 23,415,445
<b>Total - Fund 001 General</b>		<b>Adjustment Type</b>	<b>Ongoing/ 1-Time</b>	\$ 229,159	\$ 467,193	\$ 880,830	\$ 539,499
	Property Tax	Revenue	Ongoing	100,600	-	77,000	-
	Sales & Use Tax	Revenue	Ongoing	190,400	-	175,900	-
	Sales & Use Tax/ Parks	Revenue	Ongoing	18,100	-	18,900	-
	Leasehold Tax	Revenue	1-Time	-	-	-	-
	Criminal Justice Sales Tax	Revenue	Ongoing	42,700	-	52,300	-
	Admissions Tax	Revenue	Ongoing	17,100	-	20,400	-
	Leasehold Tax	Revenue	Ongoing	8,000	-	-	-
	Utility Tax	Revenue	Ongoing	(345,000)	-	(432,000)	-
	Gambling Tax	Revenue	Ongoing	37,300	-	25,300	-
	Franchise Fees	Revenue	Ongoing	202,000	-	256,300	-
	Criminal Justice Funding	Revenue	Ongoing	9,100	-	13,300	-
	Criminal Justice High Crime	Revenue	Ongoing	(61,400)	-	(61,400)	-
	Liquor Excise Tax	Revenue	Ongoing	50,000	-	177,700	-
	Liquor Profits	Revenue	Ongoing	1,100	-	(7,000)	-
	<b>Subtotal - City-Wide/Non-Departmental</b>			<b>\$ 270,000</b>	<b>\$ -</b>	<b>\$ 316,700</b>	<b>\$ -</b>

				Year 2015		Year 2016	
				Revenue	Expenditure	Revenue	Expenditure
Independent Salary Commission Decision	Housekeeping	Ongoing	-	21,175	-	46,200	
<b>Subtotal - City Manager</b>			<b>\$ -</b>	<b>\$ 21,175</b>	<b>\$ -</b>	<b>\$ 46,200</b>	
CM Interns, Offset by Finance Division Position Vacancy Savings	Housekeeping	1-Time	-	18,800	-	-	
<b>Subtotal - City Manager</b>			<b>\$ -</b>	<b>\$ 18,800</b>	<b>\$ -</b>	<b>\$ -</b>	
Net Internal Service Reallocation	Internal Service	Ongoing	-	(33,017)	-	(122,318)	
Risk Mgmt - WCIA Assessment Increase	Internal Service	Ongoing	-	9,947	-	177,616	
Risk Mgmt - WCIA Potential Deductibles, Prior to 2014	Internal Service	Ongoing	-	201,109	-	-	
Risk Mgmt - Public Disclosure, Koenig Case	Internal Service	1-Time	-	206,920	-	-	
Info Tech - Phone System Replacement Reserves	Internal Service	Ongoing	-	-	-	18,946	
Replenish Fleet & Equip Reserves - IT Strategic Plan	Housekeeping	1-Time	-	-	-	233,239	
Finance Division Position Vacancy Savings for CM Interns	Housekeeping	1-Time	-	(18,800)	-	-	
<b>Subtotal - Administrative Services</b>			<b>\$ -</b>	<b>\$ 366,159</b>	<b>\$ -</b>	<b>\$ 307,483</b>	
CED Development Services Permits & Fees	Revenue	Ongoing	-	-	498,030	-	
Business License	Revenue	Ongoing	-	-	72,900	-	
Position Realign - Permit Coordinator, Offset by Revenue	Housekeeping	Ongoing	-	18,300	-	42,100	
Motor Avenue Complete Streets Concept, Add'l Funding	Housekeeping	1-Time	-	12,000	-	-	
<b>Subtotal - Community &amp; Economic Development</b>			<b>\$ -</b>	<b>\$ 30,300</b>	<b>\$ 570,930</b>	<b>\$ 42,100</b>	

				Year 2015		Year 2016	
				Revenue	Expenditure	Revenue	Expenditure
Public Defender Contract Increase	Housekeeping	Ongoing	-	15,000	-	66,200	
Public Defender Transition Cost	Housekeeping	1-Time	-	30,000	-	-	
Public Defender Grant	Housekeeping	1-Time	-	-	10,000	10,000	
<b>Subtotal - Municipal Court</b>			<b>\$ -</b>	<b>\$ 45,000</b>	<b>\$ 10,000</b>	<b>\$ 76,200</b>	
Alarm Permits & Fees	Revenue	Ongoing	(25,000)	-	(23,000)	-	
Animal License	Revenue	Ongoing	5,000	-	6,200	-	
Dispatch Services Increase	Housekeeping	Ongoing	-	-	-	24,159	
City of Tacoma Public Safety Network User Fees Increase	Housekeeping	1-Time	-	-	-	18,300	
Puget Sound Clean Air Assessment Increase	Housekeeping	Ongoing	-	-	-	5,357	
Nisqually Mental Health - Contribution	Acct Correction	1-Time	(25,000)	(25,000)	-	-	
US Open Overtime, Reimbursed by Pierce County	Housekeeping	1-Time	4,159	4,159	-	-	
<b>Subtotal - Police</b>			<b>\$ (40,841)</b>	<b>\$ (20,841)</b>	<b>\$ (16,800)</b>	<b>\$ 47,816</b>	
			-	-	-	-	
Decrease General Fund Subsidy Due to MVET Revenue Increase	Housekeeping	Ongoing	-	(14,400)	-	(3,300)	
Decrease General Fund Subsidy/Eliminate Judgments & Settlements Exp	Housekeeping	Ongoing	-	11,000	-	11,000	
Increase General Fund Subsidy/Decrease Proceeds from Sale of Assets	Housekeeping	Ongoing	-	10,000	-	10,000	
Increase General Fund Subsidy/Add Reserves on 3 New Snow Plows	New	Ongoing	-	-	-	2,000	
<b>Subtotal - Public Works</b>			<b>\$ -</b>	<b>\$ 6,600</b>	<b>\$ -</b>	<b>\$ 19,700</b>	

				Year 2015		Year 2016	
				Revenue	Expenditure	Revenue	Expenditure
<b>Total - Special Revenue Funds</b>				\$ 1,082,872	\$ 991,959	\$ 800,983	\$ 985,183
<b>Total - Fund 101 Street Operations &amp; Maintenance</b>				\$ 360,975	\$ 360,975	\$ 369,983	\$ 369,983
General Fund Subsidy	Housekeeping	Ongoing	(14,400)	-	(3,300)	-	
Motor Vehicle Fuel Tax	Housekeeping	Ongoing	14,400	-	3,300	-	
General Fund Subsidy	Housekeeping	Ongoing	10,000	-	10,000	-	
Proceeds from Sale of Assets	Housekeeping	Ongoing	(10,000)	-	(10,000)	-	
General Fund Subsidy	Housekeeping	Ongoing	11,000	-	11,000	-	
Judgments & Claims	Housekeeping	Ongoing	(11,000)	-	(11,000)	-	
Allocation of Internal Service Charges	Housekeeping	Ongoing	360,975	360,975	367,983	367,983	
Annual Reserves on 3 New Snow Plows	New	Ongoing	-	-	2,000	2,000	
<b>Total - Fund 102 Real Estate Excise Tax</b>				\$ 263,000	\$ 193,878	\$ 287,000	\$ 270,000
Real Estate Excise Tax	Capital	1-Time	263,000	-	287,000	-	
Transfer to Parks CIP for Gateway Projects	Capital	1-Time	-	13,878	-	-	
Transfer to Transportation CIP - Various Projects	Capital	1-Time	-	180,000	-	270,000	
<b>Total - Fund 104 Hotel/Motel Lodging Tax</b>				\$ 175,000	\$ -	\$ 100,000	\$ 403,850
Hotel/Motel Lodging Tax Revenue	Restricted Rev	1-Time	175,000	-	100,000	-	
Lodging Tax Allocation to Align with Award (pending)	Housekeeping	1-Time	-	-	-	403,850	
<b>Total - Fund 105 Property Abatement</b>				\$ -	\$ 135,471	\$ -	\$ (100,000)
Property Abatement Program	Housekeeping		-	135,471	-	(100,000)	

				Year 2015		Year 2016	
				Revenue	Expenditure	Revenue	Expenditure
<b>Total - Fund 181 Felony Seizure</b>				\$ -	\$ 5,044	\$ -	\$ -
	Felony Seizures, Funded by Ending Fund Balance	Restricted Rev	1-Time	-	5,044	-	-
<b>Total Fund 182 - Federal Seizures</b>				\$ 210,000	\$ 100,000	\$ -	\$ -
	Federal Seizures, Funded by Forfeitures	Restricted Rev	1-Time	210,000	100,000	-	-
<b>Total - Fund 191 Neighborhood Stabilization Program (NSP)</b>				\$ -	\$ 91,277	\$ -	\$ -
	NSP 1 Funds	Restricted Rev	1-Time	-	91,277	-	-
<b>Total - Fund 192 Office of Economic Adjustment (OEA)</b>				\$ 5,470	\$ 36,887	\$ 44,000	\$ 41,350
	SSMCP - Adjustments for Projected 2015 and Preliminary 2016 Budget	Restricted Rev	1-Time	5,470	36,887	44,000	41,350
<b>Total - Fund 195 Public Safety Grants</b>				\$ 68,427	\$ 68,427	\$ -	\$ -
	WA Traffic Safety Commission - Motorcycle Emphasis	Grant	1 Time	3,191	3,191	-	-
	Justice Programs Bulletproof Vest Grant	Grant	1 Time	13,544	13,544	-	-
	Homeland Security Recreational Boating Safety Grant	Grant	1 Time	16,037	16,037	-	-
	Nisqually Tribal Mental Health Contribution	Grant	1 Time	25,000	25,000	-	-
	WASPC - Traffic Safety Equipment Grant	Grant	1 Time	10,655	10,655	-	-

				Year 2015		Year 2016	
				Revenue	Expenditure	Revenue	Expenditure
<b>Grand Total - Debt Service Funds</b>				\$ 351,697	\$ 319,541	\$ (65,775)	\$ (64,800)
<b>Total - Fund 202 LID Debt Service</b>				\$ 351,697	\$ 319,541	\$ (65,775)	\$ (64,800)
CLID 1101 Bonds	Debt	1-Time		351,697	319,541	(65,775)	(64,800)
- Bond Call Due to Early Payoff by Property Owner in 2015							
- Reduction in Debt Service in 2016							

				Year 2015		Year 2016	
				Revenue	Expenditure	Revenue	Expenditure
<b>Total - Capital Improvement Project Funds</b>				\$ (17,508,367)	\$ (17,504,928)	\$ 19,251,502	\$ 19,344,724
<b>Total - Fund 301 Parks CIP</b>				\$ (157,572)	\$ 343,878	\$ 1,495,274	\$ 864,100
	Unallocated - Verizon US Open Parking Fees	Capital	1-Time	5,000	-	-	-
	Unallocated - Sale of Lakeland Property/USGA US Open Park Fees	Capital	1-Time	125,000	-	-	-
	Waughop Lake Trail - Realign Timing of Project Expenditures	Capital	1-Time	(400,000)	-	400,000	-
	Chambers Creek Trail Planning - Eliminate \$6,450 Lakeland Property Funding / Add \$25,000 SWM	Capital	1-Time	(25,000)	-	25,000	-
	Gateway Projects - Funded by REET \$13,878 / LTAC \$50,000	Capital	1-Time	13,878	13,878	50,000	50,000
	Phase II Springbrook Park Expansion - Additional Funding \$1,500 Donations / \$12,324 SWM /\$276 Beg Bal	Capital	1-Time	(196,450)	10,000	210,274	4,100
	Phase III Springbrook Bridge - Funded with \$291K State Legislative Grant / \$19K SWM	Capital	1-Time	-	-	310,000	310,000
	Phase IV Springbrook Park Acquisition - Funded by \$285K RCO Grant / \$35K SWM	Capital	1-Time	320,000	320,000	-	-
	Ft. Steilacoom Park Sports Field Improvements - Funded by \$250K LTAC / \$50K RCO Grant)	Capital	1-Time	-	-	500,000	500,000

				Year 2015		Year 2016	
				Revenue	Expenditure	Revenue	Expenditure
<b>Total - Fund 302 Transportation CIP</b>				<b>\$ (17,350,795)</b>	<b>\$ (17,883,806)</b>	<b>\$ 17,756,228</b>	<b>\$ 18,445,624</b>
Unallocated - Left over Street Vacations, \$5,000 and unused REET, \$24,168 in 2015 - Left over REET, \$3,969 in 2016	Capital	1-Time	29,168	-	3,969	-	
Personnel, Engineering & Professional Services - Transportation Element of Comprehensive Plan Update - Source is \$38,444 REET & \$7,556 Developer Contributions 2015 / \$10,000 REET 2016	Capital	1-Time	46,000	46,000	10,000	10,000	
New LED Streetlights - Reduce Project Expenditures due to reduced project scope - Reallocate REET \$45,000 to other projects	Capital	1-Time	(45,000)	(45,000)	-	-	
Minor Capital - For Street Striping - Source is Proceeds from Street Vacations	Capital	1-Time	70,000	35,000	-	35,000	
Chip Seal Program - Pavement Rehab & Patching in Prep for Chip Seal in 2016 (Onyx Drive) - Source is \$80,000 Street Vacations 2015 & \$20,000 SWM 2015	Capital	1-Time	100,000	100,000	-	20,000	
Bridgeport Way - 83rd to 75th - Lakewood Water District participation higher than originally budgeted.	Capital	1-Time	375,253	425,253	-	-	
Gravelly Lake Drive - 100th St to Bridgport Way - Construction to occur in 2016, increase expenses to reflect bid proposals	Capital	1-Time	(1,561,464)	(1,583,969)	1,897,495	1,920,000	

				Year 2015		Year 2016	
				Revenue	Expenditure	Revenue	Expenditure
South Tacoma Way - SR512 to 96th - Construction to occur in 2016, update expenses to reflect bid proposals - Lakewood Water District related costs lower, offset by reduced participation, \$200,000 - Increase WSDOT Grant, \$190,000 in 2016 - Decrease SWM participation, \$125,000 in 2016	Capital	1-Time	(3,807,060)	(3,815,000)	3,672,060	3,680,000	
Madigan Access Improvements - Construction to occur in 2016, increase expenses to reflect bid proposals. - Sources are OEA, \$500,000 in 2016 & WSDOT Rail, \$469,638 in 2016	Capital	1-Time	(2,335,351)	(2,335,351)	3,304,989	3,423,039	
Traffic Signal Upgrade Phase 4 - Add \$59,000 in 2015 for personnel and capital costs - Source is REET, \$57,591 in 2015 and additional Century Contribution \$1,409	Capital	1-Time	59,000	59,000	-	-	
Steilacoom Blvd Corridor Safety Project - increase expenses to reflect bid proposals. -Source is General Fund, \$15,000, reallocated from other projects, SWM, \$100,000 & REET, \$212,275 in 2015 and REET, \$1,058 in 2016	Capital	1-Time	(1,974,392)	(2,201,667)	2,302,725	2,530,000	
Bridgeport Way - JBLM to I-5 - Construction to occur in 2016 - Add REET, \$10,434 in 2015	Capital	1-Time	(3,661,341)	(3,659,566)	3,671,775	3,670,000	
South Tacoma Way - Steilacoom Blvd to 88th - Construction to occur in 2016, increase expenses to reflect bid proposals. - Additional Grant Anticipated, \$125,000 in 2016 - Increase SWM participation, \$55,000 in 2016	Capital	1-Time	(1,244,273)	(1,350,000)	1,424,273	1,530,000	
111th/112th Bridgeport Way to Kendrick - Construction to occur in 2017, reallocate revenue and expenses to new timeline.	Capital	1-Time	(223,001)	(223,001)	60,000	60,000	

				Year 2015		Year 2016	
				Revenue	Expenditure	Revenue	Expenditure
Bridgeport Way Overlay - Pac Hwy to 112th - Storm Drainage Repair - SWM participation \$10,000 in 2015	Capital	1-Time	10,000	10,000	-	-	
Lakewood Drive - 100th to Steilacoom Blvd - Increase REET participation, \$17,500 in 2015 - Increase TBD participation, \$9,500 in 2015 - Add SWM participation, \$25,000 in 2016	Capital	1-Time	27,000	27,000	25,000	25,000	
Steilacoom Blvd - Lakewood Dr to W of So Tacoma Way - Increase Project Exp by \$5,000 - Add \$20,000 Transfer In From SWM for Storm Drainage Repair - Reallocate \$15,000 from GF to other projects	Capital	1-Time	5,000	5,000	-	-	
Main Street Overlay - GLD to 108th St - Cost savings in actual construction costs - Decrease TBD Participation, \$54,500 in 2015	Capital	1-Time	(54,500)	(54,500)	-	-	
59th Ave - 100th St to Bridgeport Way - Storm Drainage Repair increased construction costs - Add REET participation of \$17,700 in 2015 - Add SWM participation \$25,000 in 2015	Capital	1-Time	42,700	42,700	-	-	
108th St - Main St to Bridgeport Way - Increase cost for Professional Services, \$5,000 - Reduced Grants Anticipated \$283,500 in 2015 - Added TBD participation, \$45,000 in 2015 - Increase CDBG participation, \$243,500 in 2016	Capital	1-Time	(680,000)	(705,000)	685,000	710,000	
Lakewood Traffic Signal Upgrade Phase 5 - Construction to begin in 2016	Capital	1-Time	(220,000)	(262,585)	220,000	262,585	
Steilacoom Blvd - Farwest to Phillips - Construction to begin in 2017	Capital	1-Time	(746,000)	(842,000)	334,000	430,000	

				Year 2015		Year 2016	
				Revenue	Expenditure	Revenue	Expenditure
Safety Projects - Military Road/112th - Rellocate \$1,500 REET to other projects in 2015 - Construction to begin in 2017	Capital	1-Time	(756,000)	(765,000)	81,000	90,000	
Safety Projects - Roadway Safety @96th & 40th - Reallocate REET 11,150 to other projects in 2015 - Construction to begin in 2017	Capital	1-Time	(822,500)	(827,500)	45,000	50,000	
Safe Routes To Schools, Pedestrian/Bicycle Safety - Additional Grant Revenue from Project Close out	Capital	1-Time	11,816	-	-	-	
San Francisco - Bridgeport Way to Addison - Add \$35,688 capital costs - Source is REET \$1,746 in 2015 & \$18,942 in 2016 & \$15,000 SWM in 2015	Capital	1-Time	16,746	35,688	18,942	-	
Custer / John Dower - Add SWM participation, \$15,000 in 2015 - Reduce REET participation, \$29,618 in 2015 - Reallocate \$15,000 REET to other projects	Capital	1-Time	(14,618)	(14,618)	-	-	
Portland Ave Traffic Calming - Add \$15,000 in project expenses - Source is Camp Murray Gate Mitigation Fees Received in Prior Years	Capital	1-Time	-	15,000	-	-	
City-Wide Safety Improvements - Add \$310 in project expenses - Increase REET Participation, \$310 in 2015	Capital	1-Time	310	310	-	-	
100th & Lakewood Dr. - Add Mitigation received, \$1,712 in 2015	Capital	1-Time	1,712	-	-	-	

				Year 2015		Year 2016	
				Revenue	Expenditure	Revenue	Expenditure
<b>Total - Fund 312 Sanitary Sewer Connection</b>				\$ -	\$ 35,000	\$ -	\$ 35,000
	Sewer Availability Staff Time	Housekeeping	Ongoing	-	26,000	-	26,000
	Postage	Housekeeping	Ongoing	-	2,500	-	2,500
	B&O Taxes to State	Housekeeping	Ongoing	-	3,500	-	3,500
	Lien-Related Costs	Housekeeping	Ongoing	-	3,000	-	3,000

				Year 2015		Year 2016	
				Revenue	Expenditure	Revenue	Expenditure
<b>Total - Enterprise Funds</b>				\$ 93,327	\$ (991,745)	\$ 190,610	\$ 2,106,961
<b>Total - Fund 401 Surface Water Management</b>				\$ 93,327	\$ (991,745)	\$ 190,610	\$ 2,106,961
Waughop Lake Mngmt Plan - Project to Extend into 2016	Capital	1-Time	(48,573)	(64,014)	48,573	64,014	
Storm Water Source Control Study - Funded by DOE Grant	Capital	1-Time	141,900	141,900	142,037	142,037	
2016 Water Quality Vaults Project - Construction to occur in 2016 - Additional SWM funds needed for construction of 2 vaults, \$70,000	Capital	1-Time		(225,000)		295,000	
Storm Drain Pipe Repair - Construction Cost Increase due to Higher Bids	Capital	1-Time	-	200,000	-	-	
Transfer to Parks CIP Projects - \$35,000 Springbrook Park Acquisition 2015 - \$12,324 Springbrook Park Expansion 2016 - \$19,000 Springbrook Bridge 2016 - \$25,000 Chambers Creek Trail Planning 2016	Capital	1-Time	-	35,000	-	56,324	
Transfer to Transportation CIP Projects for SWM's Share of Costs	Capital	1-Time	-	(1,231,212)	-	1,416,329	
Allocation of Internal Service Charges	Housekeeping	Ongoing	-	151,581	-	133,257	

				Year 2015		Year 2016	
				Revenue	Expenditure	Revenue	Expenditure
<b>Total - Internal Service Funds</b>				\$ 609,195	\$ 789,245	\$ 615,928	\$ 503,878
<b>Total - Fund 501 Fleet &amp; Equipment</b>				\$ -	\$ 130,050	\$ 235,239	\$ 123,189
	Transfer to Information Technology Fund - IT Strategic Plan, Replenish in 2016	Housekeeping	1-Time	-	110,050	-	123,189
	Transfer In From General Fund - Replenish Reserves Used for IT Strategic Plan	Housekeeping	1-Time	-	-	233,239	-
	Purchase of 3 New Snow Plows - \$20,000 1-Time 2015 / \$2,000 Ongoing Reserves in 2016	New	1-Time	-	20,000	2,000	-
<b>Total - Fund 502 Property Management</b>				\$ 6,725	\$ 56,725	\$ -	\$ -
	Police Station Lead Abatement Project - Funded within Existing Police Budget	Housekeeping	1-Time	6,725	6,725	-	-
	City Hall Space Planning/Reconfiguration Carry Forward of Funds	Housekeeping	1-Time	-	50,000	-	-

			Year 2015		Year 2016	
			Revenue	Expenditure	Revenue	Expenditure
<b>Total - Fund 503 Information Technology</b>			\$ 110,050	\$ 110,050	\$ 143,189	\$ 143,189
<i>Information Technology Strategic Plan Items:</i>						
Video Arraignment M&O	Housekeeping/ Strategic Plan	Ongoing	-	-	-	5,000
Redesign City's Permit Process/Web Extensions - \$4,000 1-Time 2015 / \$5,510 Ongoing in 2015 & 2016	Housekeeping/ Strategic Plan	1-Time & Ongoing	-	9,510	-	5,510
Blue Beam Software - \$3,500 1-Time 2015 / \$400 Ongoing in 2016	Housekeeping/ Strategic Plan	1-Time & Ongoing	-	3,500	-	400
Mobile Apps w/CRM Integration - \$10,000 1-Time 2015 / \$7,300 Ongoing 2015 / \$14,600 Ongoing 2016	Housekeeping/ Strategic Plan	1-Time & Ongoing	-	17,300	-	14,600
Enterprise Task Management/Work Order System - \$75,000 1-Time 2015 / \$7,500 Ongoing 2015 / \$30,000 Ongoing 2016	Housekeeping/ Strategic Plan	1-Time & Ongoing	-	82,500	-	30,000
VMWare Virtual Desktop (VDI) - \$17,000 1-Time 2015 / \$1,500 Ongoing in 2016	Housekeeping/ Strategic Plan	1-Time & Ongoing	-	17,000	-	1,500
FiberOptic Connection - Fort Steilacoom Park O&M Facility - \$26,000 1-Time 2015 / \$4,800 M&O Savings in 2016	Housekeeping/ Strategic Plan	1-Time & Ongoing	-	26,000	-	(4,800)
Wireless Access Points (Wi-Wi) - \$15,000 1-Time 2015 / \$2,500 Ongoing in 2016	Housekeeping/ Strategic Plan	1-Time & Ongoing	-	15,000	-	2,500
Disaster Recovery Phase II Business Continuity Plan	Housekeeping/ Strategic Plan	1-Time	-	-	-	10,000

				Year 2015		Year 2016	
				Revenue	Expenditure	Revenue	Expenditure
<i>Information Technology Strategic Plan Items:</i>							
Cell Phone Archival of Text Messages	Housekeeping/ Strategic Plan	Ongoing	-	5,240	-	10,479	
Video Surveillance	Housekeeping/ Strategic Plan	1-Time	-	-	-	50,000	
Redundant Voice & Data Circuits (Co-Location) at Police Station - \$10,000 1-Time 2016 / \$18,000 Ongoing 2016	Housekeeping/ Strategic Plan	1-Time & Ongoing	-	-	-	28,000	
Informational Videos	Housekeeping/ Strategic Plan	1-Time	-	14,000	-	-	
Enterprise Network Monitoring Tools	Housekeeping/ Strategic Plan	1-Time	-	10,000	-	-	
Phone System Annual Replacement Reserves	Housekeeping/ Strategic Plan	Ongoing	-	-	20,000	-	
Document Management System - Eliminate, Project Delayed	Housekeeping/ Strategic Plan	1-Time	-	(90,000)	-	(10,000)	
Transfer In From Fleet & Equipment Reserves - To Fund Strategic Plan, Replenish in 2016	Housekeeping/ Strategic Plan	1-Time	110,050	-	123,189	-	

				Year 2015		Year 2016	
				Revenue	Expenditure	Revenue	Expenditure
<b>Total - Fund 504 Risk Management</b>				<b>\$ 492,420</b>	<b>\$ 492,420</b>	<b>\$ 237,500</b>	<b>\$ 237,500</b>
	WCIA Assessment Increase	Housekeeping	Ongoing	10,500	10,500	187,500	187,500
	WCIA Potential Deductibles for Claims Prior to 2014	Housekeeping	Ongoing	225,000	225,000	-	-
	Claims/Judgment - Public Disclosure, Koenig Case	Housekeeping	1-Time	206,920	206,920	-	-
	3rd Party Claims, Offset by Insurance Recoveries	Housekeeping	Ongoing	50,000	50,000	50,000	50,000

# Next Steps

## November 16, 2015 Regular Meeting

- Adopt 2016 Property Tax Levy Ordinance
- Adopt Declaration of Substantial Need Ordinance
- Adopt 2015/2016 Mid-Biennium Budget Adjustments
- Adopt 2016 Fee Schedule

# End of Presentation

Questions?