

# 2014 Proposed Budget

## Department Presentations



# 2014 Budget Review and Adoption Schedule

|                    |  |
|--------------------|--|
| <u>October 14</u>  | Transmittal of Proposed 2014 Budget  |
| <u>October 21</u>  | Department Budget Reviews  |
| <u>October 28</u>  | Continued Review of Department Budgets, Surface Water Utility, & 2014 – 2019 CIP         |
| <u>November 4</u>  | Public Hearing on 2014 Budget & 2014-2019 CIP<br>Discussion of Salary Schedules          |
| <u>November 18</u> | Public Hearing Revenue Sources & 2014 Property Tax Levy, 2014 Fee Schedule               |
| <u>November 25</u> | Adoption of 2014 Budget, Adoption of 2014 Property Tax Levy, & Adoption of 2014-2019 CIP |

# 2014 Budget Information

- The 2014 Proposed Budget will be available on-line at the City of Shoreline Website at:

<http://www.shorelinewa.gov>

Click on Budget & CIP Policies under the Government tab

- 2014 Budget Books Available for Review at:
  - Shoreline Library, Richmond Beach Library, and at City Hall
- 2014 Budget Books on CD Available for purchase at City Hall

# Department Review Agenda

- Tonight's Review:

- City Council
- City Manager's Office
- Community Services
- City Attorney
- Human Resources
- Police
- Criminal Justice
- Parks, Recreation & Cultural Services
- Planning & Community Development
- Administrative Services & Citywide

- Next Council Meeting:

- Public Works
- Capital Improvement Plan
- Surface Water Utility
- General Fund Transfers
- Debt Service Funds

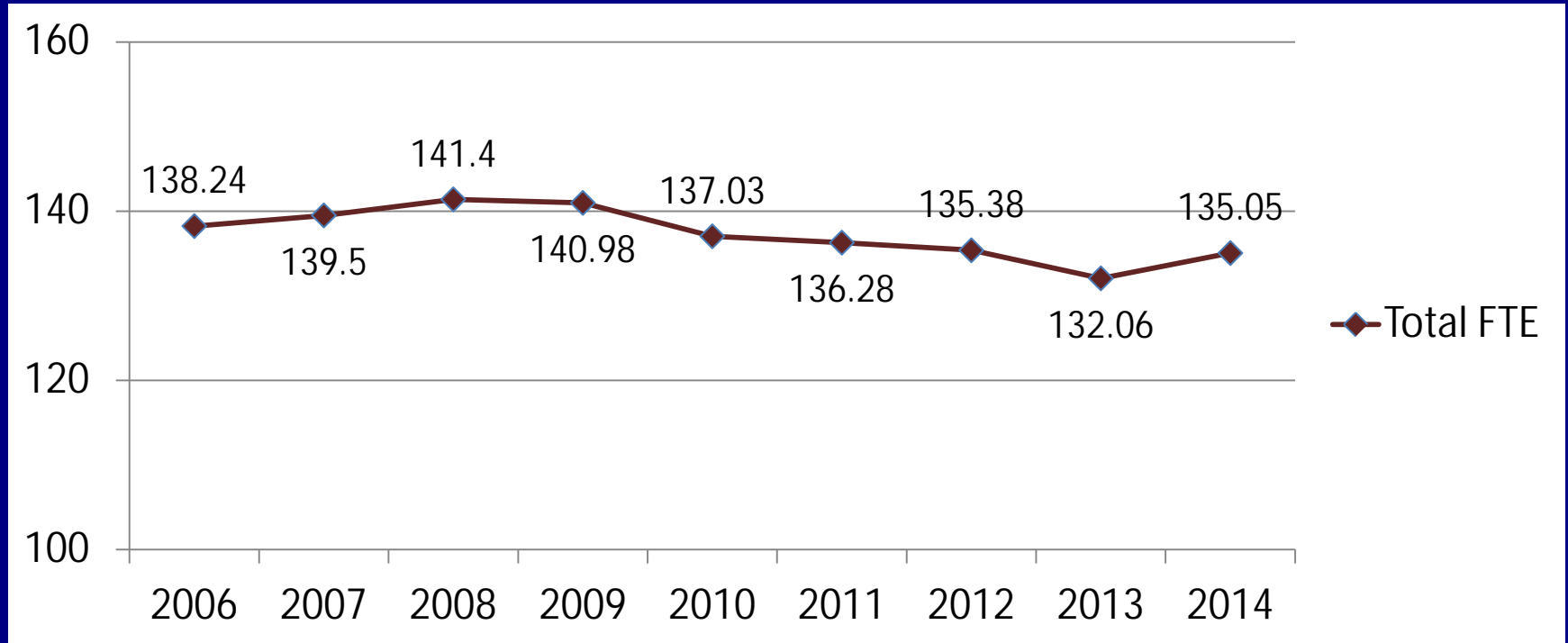
# Department Budget Section Layout

- Summary Page
  - Mission Statement, Department Structure, Historical Expenditures Comparison and Staffing Trend
- Staffing Summary by Program and by Position
- 2013 Council Goals and Workplan Accomplishments
- 2014 Council Goals and Workplan Objectives
- Budget by Program
- Budget by Fund
- Budget by Type
  - Salaries, Benefits, Supplies, Services & Charges, Intergovernmental Services, Capital Outlay
- Budget Changes
- Program Performance Measures

# 2014 Proposed Budget



# 2006 – 2014 Actual FTE Summary



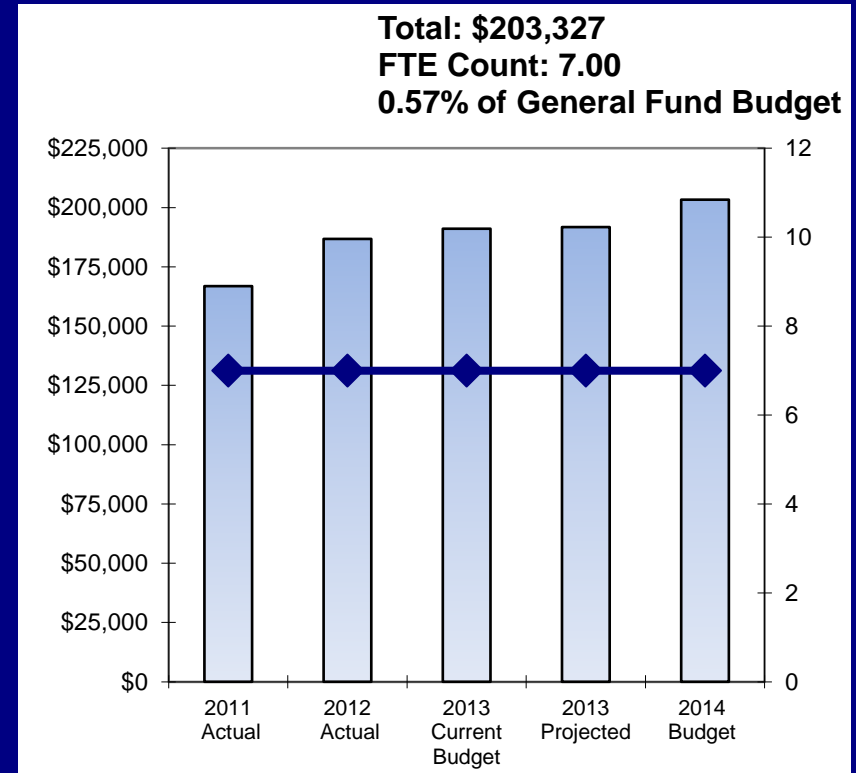
# City Council

(Pages 101 - 106)

## 2014 BUDGET

### Council Goal Implementation

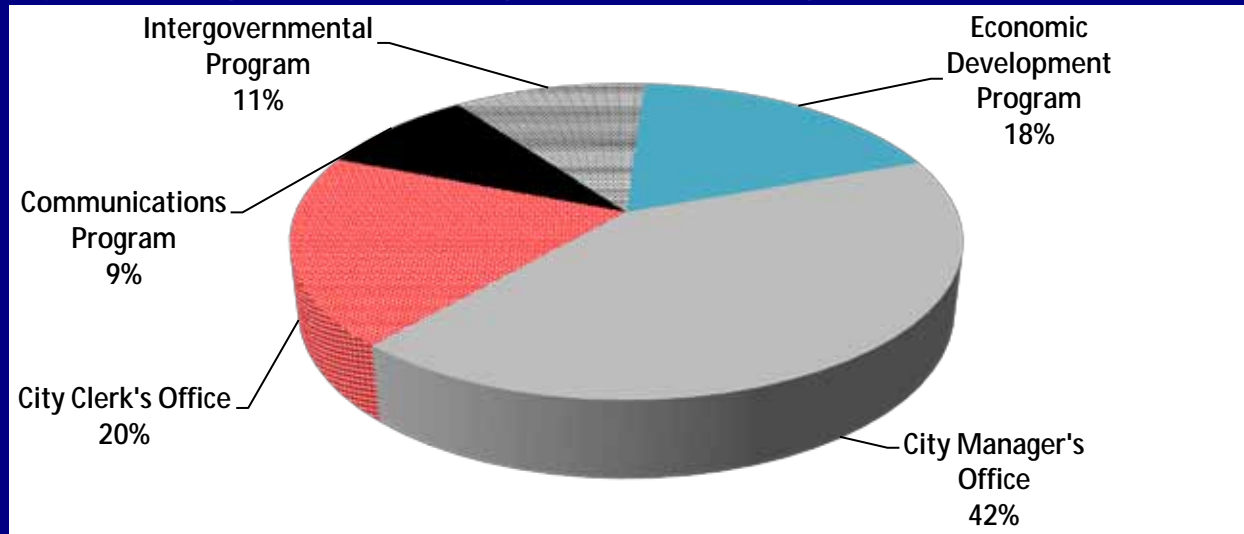
- Goal 4:
  - ü Council Chamber Microphone System (\$11,951; one-time)





# City Manager (Pages 109 - 120)

- City Manager's Office, City Clerk's Office, Communications, Intergovernmental Relations, Economic Development Program, Property Management Program, and Highland Park Center



# City Manager (Cont.)

(Pages 109 - 120)

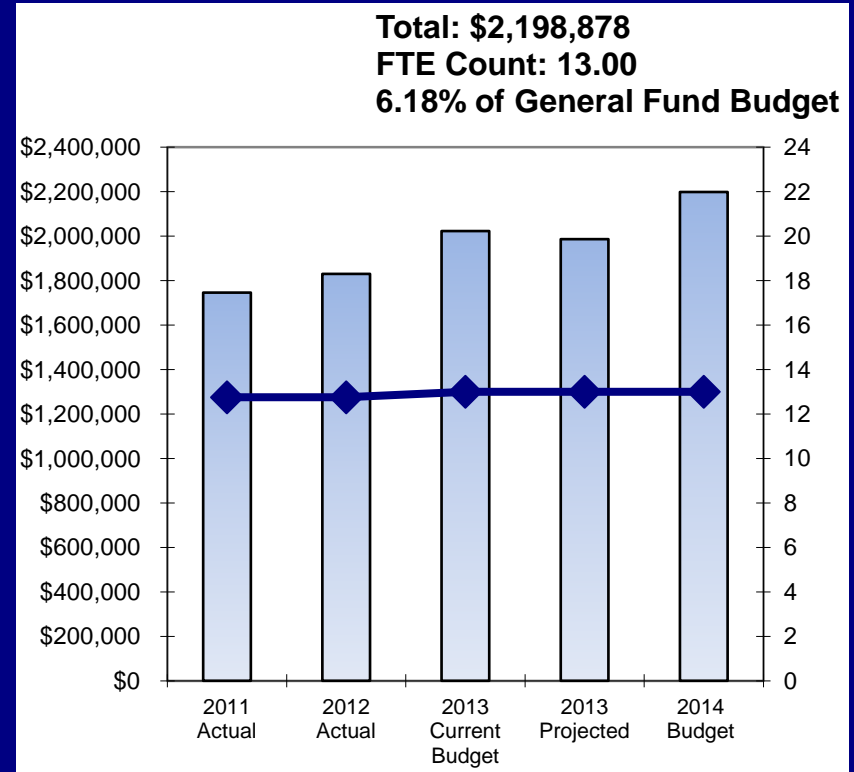
## 2014 BUDGET

### Council Goal Implementation:

- Goal 1:
  - ü Planned Action for CRA
  - ü Grant Matching Funding/CRA
- Goal 2:
  - ü Utility-related Activities
- Goal 4:
  - ü Everbridge Mass Notification System

### Budget Changes:

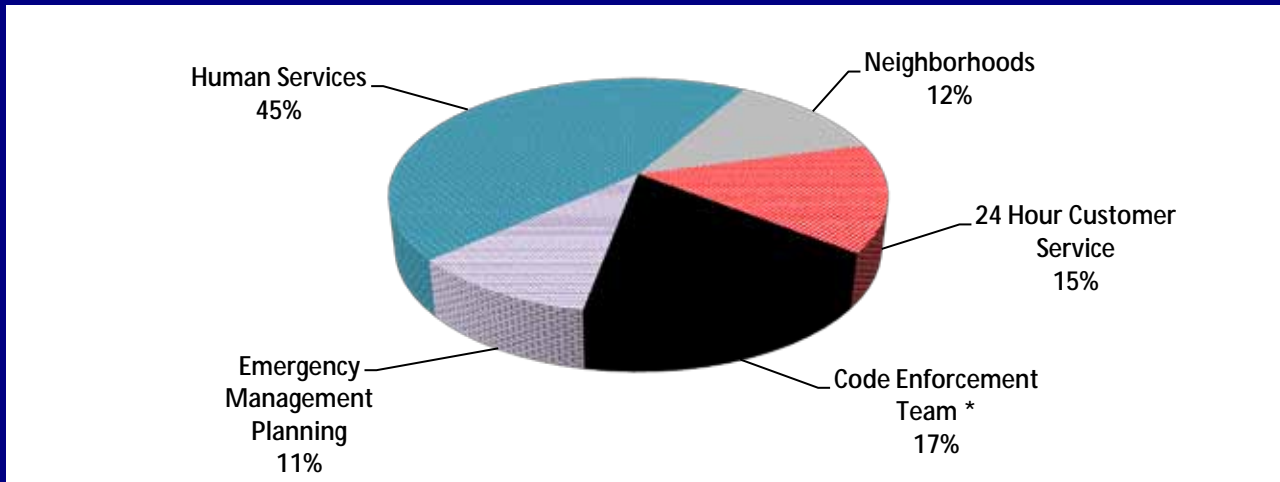
- \$24,419 savings due to relocation of Police Storefronts



# Community Services

(Pages 123-134)

- Human Services, Customer Response Team (24 Hour Customer Service), Neighborhoods, Emergency Management Planning, and Code Enforcement



\* Code Enforcement is shared between CRT and Planning. CRT performs Strike 1 & 2. Planning performs Strike 3.

# Community Services (Cont.)

(Pages 123 - 134)

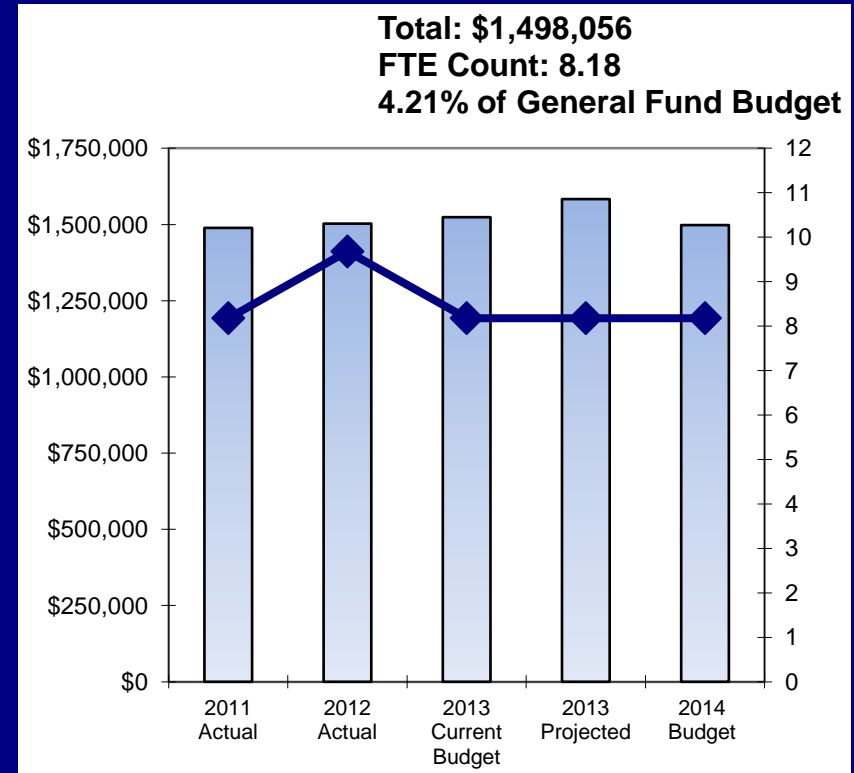
## 2014 BUDGET

### Council Goal Implementation:

- Goal 5:
  - ü Neighborhood/Safe Community Public Notice

### Budget Changes:

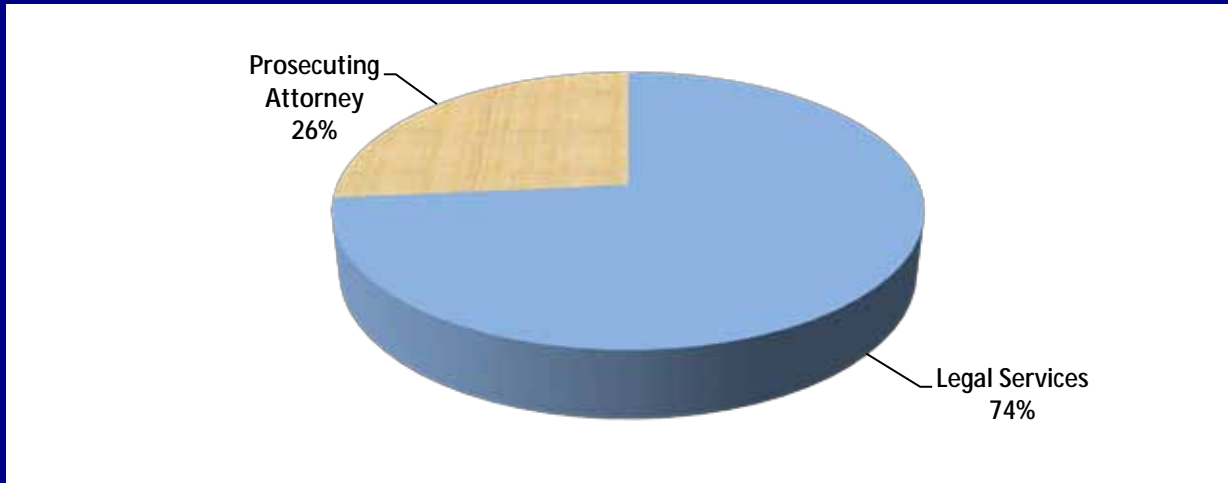
- One-time funding to attend Neighborhoods USA conference



# City Attorney

(Pages 155 - 160)

- Legal Services and Prosecuting Attorney (including Domestic Violence coordinator)



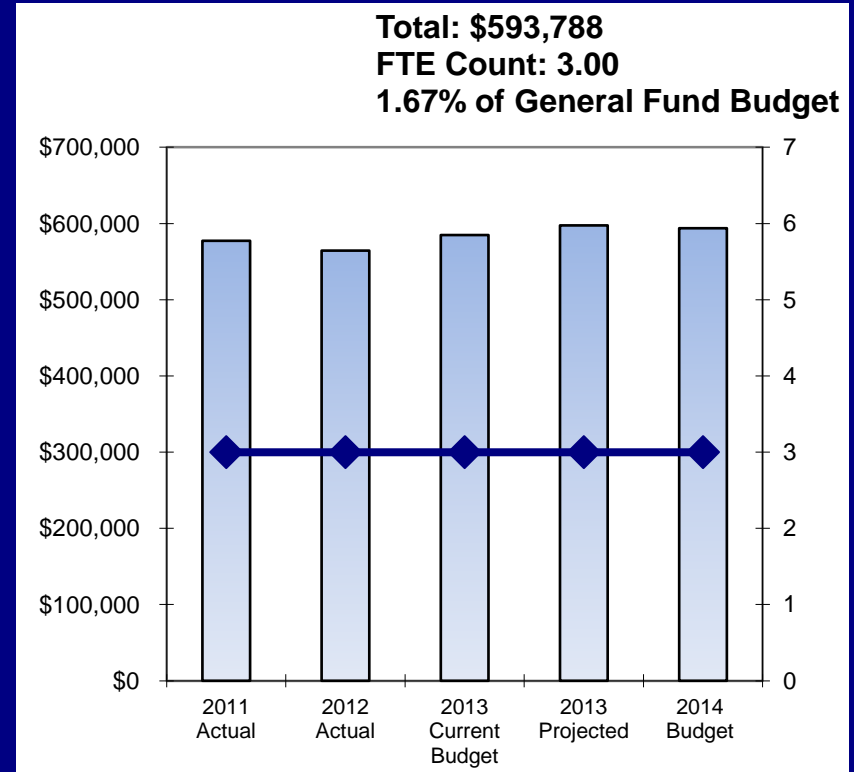
# City Attorney (Cont.)

(Pages 155 - 160)

## 2014 BUDGET

### Budget Changes:

- Prosecuting Attorney contract due to inflation



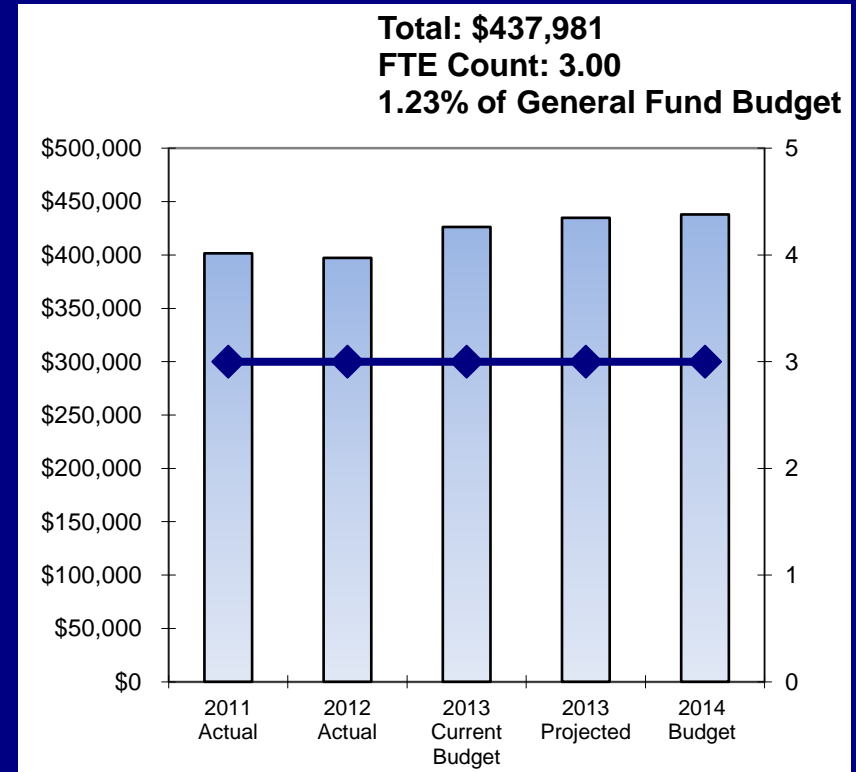
# Human Resources

(Pages 163 - 168)

## 2014 BUDGET

### Budget Changes:

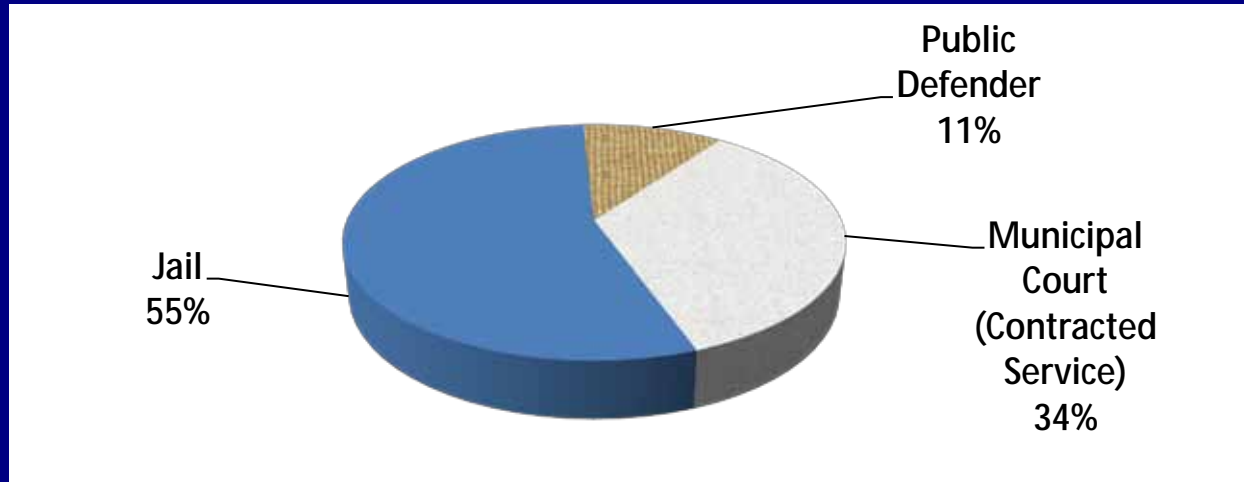
- Workers' Compensation Retrospective Rating Program reimbursement



# Criminal Justice

(Pages 189 - 196)

- Jail, Public Defender and Municipal Court (contracted services)





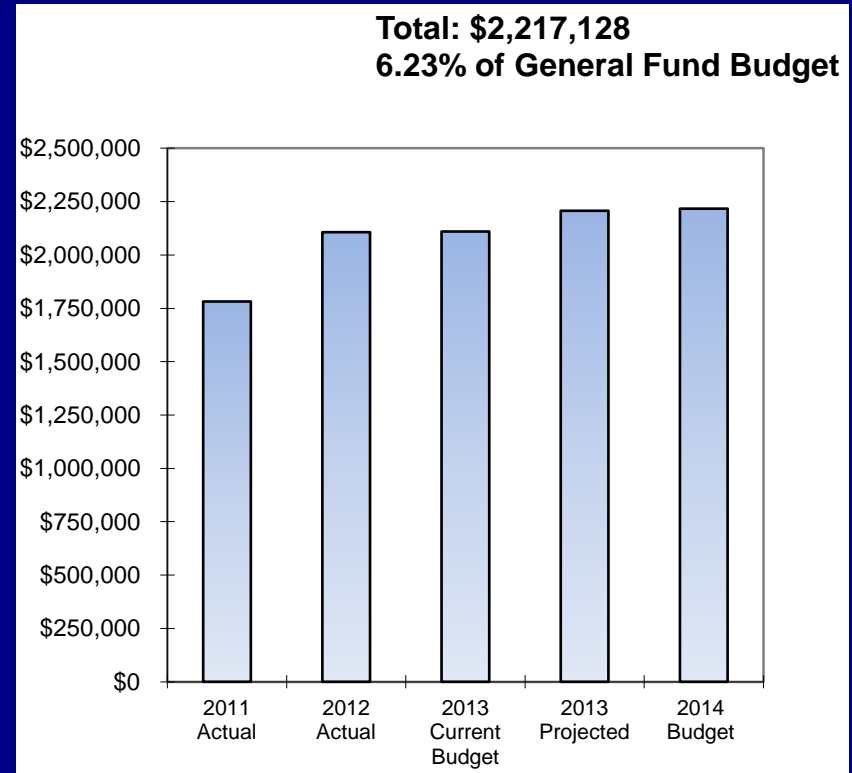
# Criminal Justice (Cont.)

(Pages 189 - 196)

## 2014 BUDGET

### Budget Changes:

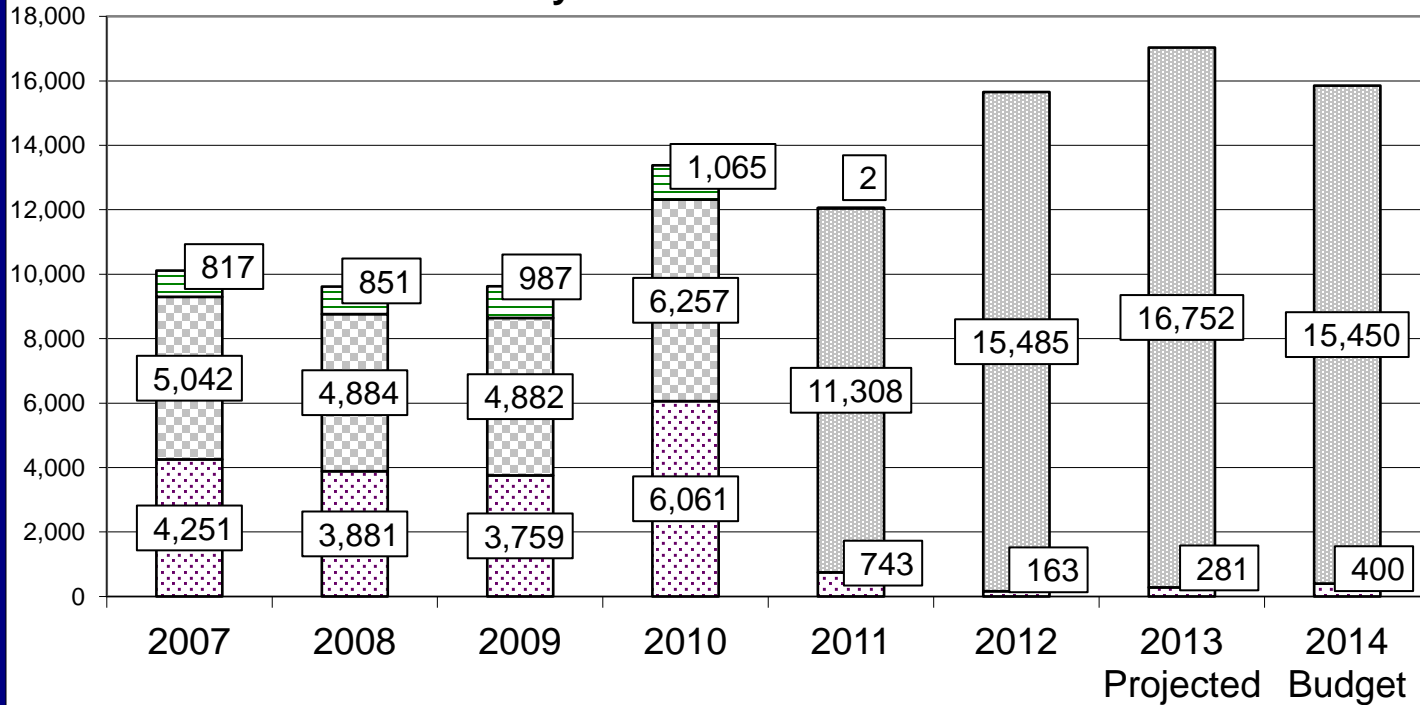
- \$88,500 for Jail Services
- Staff will continue to monitor potential Snohomish County Jail booking restrictions – may have budgetary impact
- \$10,000 for Conflict Public Defense Services due to increased demand
- \$3,500 for King County Office of Public Defense due to increased screening rates and decreased cost reimbursement



# Criminal Justice (Cont.)

(Pages 189 - 196)

Annual Jail Days Used All Facilities 2007 - 2014



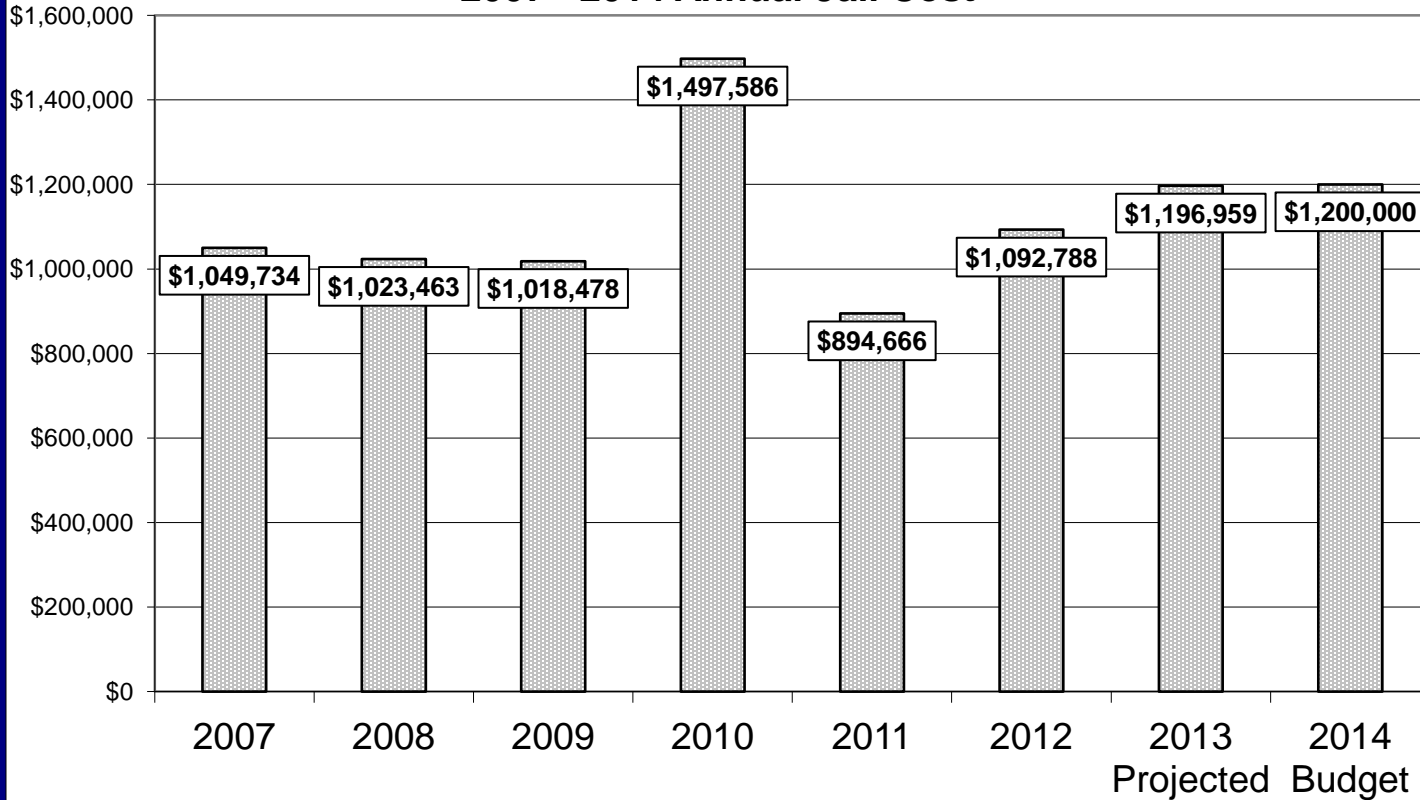
2014 jail usage is projected to be 6.9% lower than projection for 2013

King County
  Snohomish County
  Yakima
  Issaquah & Renton

# Criminal Justice (Cont.)

(Pages 189 - 196)

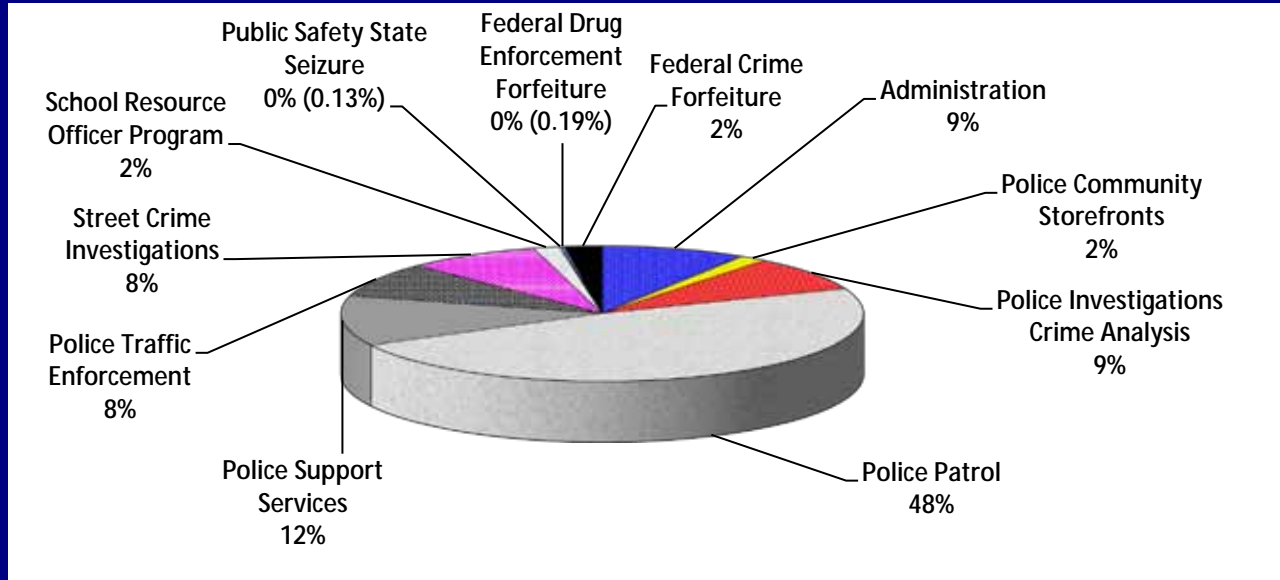
2007 - 2014 Annual Jail Cost



2014 Jail costs are projected to be 0.3% higher than 2013 projected

# Police

(Pages 171 - 186)



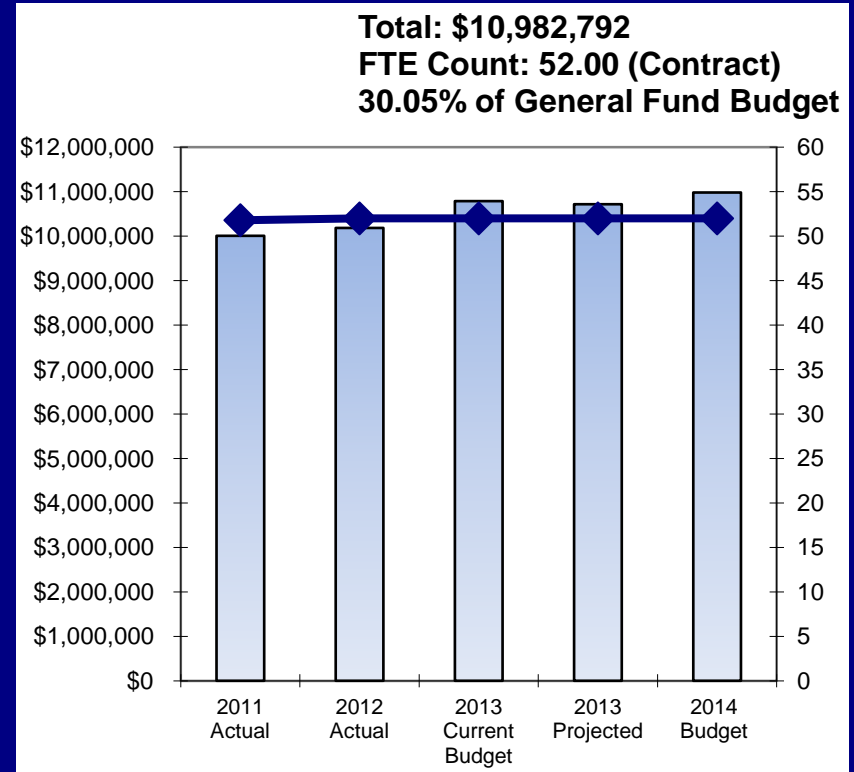
# Police (Cont.)

(Pages 171 - 186)

## 2014 BUDGET

### Budget Changes:

- \$258,000 for King County Contract costs (2.5% Increase Projected vs. 2013 Adopted)
- Reflect conversion of one Administrative Sergeant position to one Administrative Captain position and shift of one Community Storefront Officer to Patrol



# 2012 City Cost Comparison

| City             | Pop.          | Budgeted Sworn | Cost / Capita | Sworn / 1,000 |
|------------------|---------------|----------------|---------------|---------------|
| Bothell          | 34,000        | 58.00          | \$354         | 1.71          |
| Edmonds          | 39,800        | 55.00          | \$211         | 1.38          |
| Kirkland         | 81,480        | 99.00          | \$250         | 1.22          |
| Lynnwood         | 35,900        | 71.00          | \$489         | 1.98          |
| Redmond          | 55,360        | 84.00          | \$295         | 1.52          |
| Seattle          | 616,500       | 1,300.00       | \$409         | 2.11          |
| <b>Shoreline</b> | <b>53,270</b> | <b>52.51</b>   | <b>\$200</b>  | <b>0.99</b>   |

Source: City of Shoreline Police Service Report 2012, pg. 9

# 2014 Police Contract

## \$10,460,000

| 2014 Draft Proposed Contract             | % of Contract | Total Cost          |
|--|---------------|---------------------|
| Dedicated Personnel (52 FTEs)            | 77.3%         | \$8,082,000         |
| Communications/Dispatch                  | 6.6%          | \$691,000           |
| Major Crimes/SWAT/HNT/Fire Investigation | 4.6%          | \$484,000           |
| Credit from Kenmore                      | -1.3%         | -\$140,000          |
| Direct Support Overhead*                 | 4.3%          | \$453,000           |
| Central County Overhead*                 | 2.5%          | \$266,000           |
| Sheriff's Office Overhead                | 6.0%          | \$624,000           |
| <b>Total</b>                             | <b>100.0%</b> | <b>\$10,460,000</b> |

\* Includes credit of \$15,000 from Kenmore

# 2014 Police Non-Contract

## \$417,500

| Categories                                 | Total Cost |
|--|------------|
| Major Accident Response and Reconstruction | \$45,000   |
| Park Patrol/Shoreline Festival             | \$8,500    |
| Operating Expenses                         | \$75,000   |
| Training, Equipment, Capital Project*      | \$289,000  |

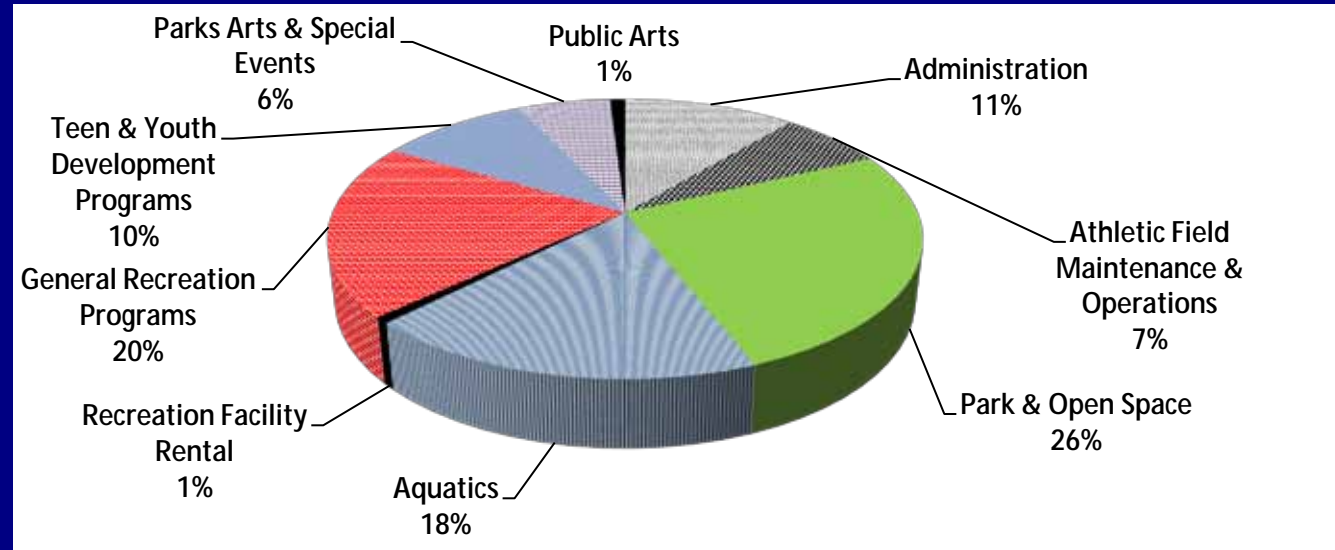
\* Source of Funds: State and Federal Seizure Revenues



# Police Efficiencies

- ü 2011 Contract Reconciliation Credit: \$82,000
  - § Backfill overtime – patrol schedule rotating 4/10
- ü 2012 Medical insurance rebate from King County: \$119,000
- ü Shared Supervision w/ Kenmore: \$155,000 (2014 Credit)
  - § Savings since implementation in 2012 - 2014: \$463,000
- ü Service Delivery Report Method for MARR: \$22,000 annually

# Parks, Recreation and Cultural Services (Pages 199 - 214)



# Parks, Recreation and Cultural Services (Cont.)

(Pages 199 - 214)

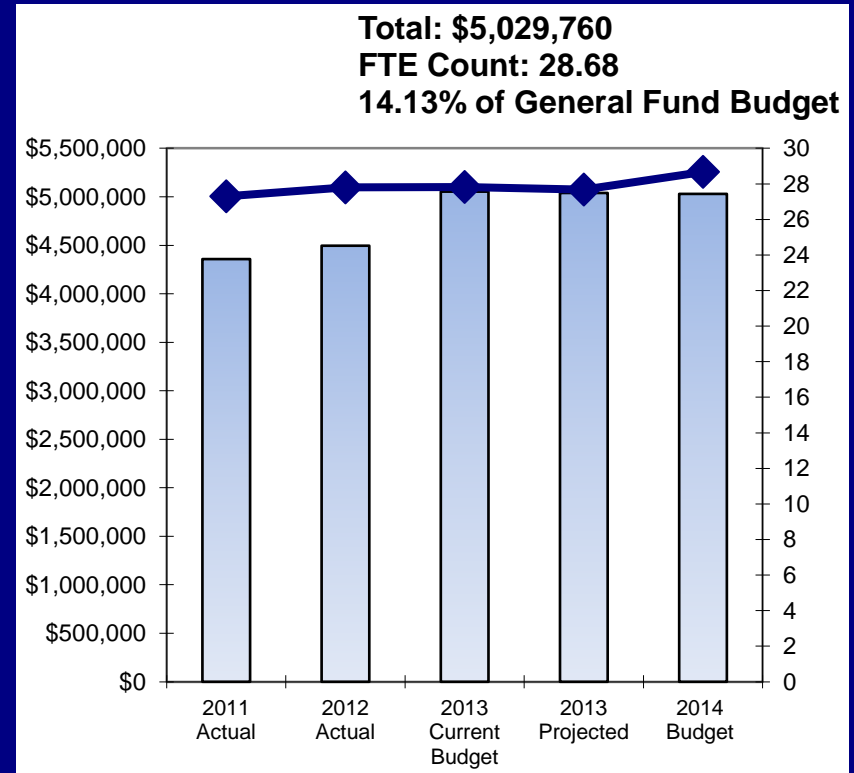
## 2014 BUDGET

### Council Goal Implementation:

- Goal 2:
  - ü Parks Maintenance Worker II (1.0 FTE)

### Budget Changes:

- Park gates will be closed by Police (\$16,000 savings)
- Parks irrigation (\$15,000)

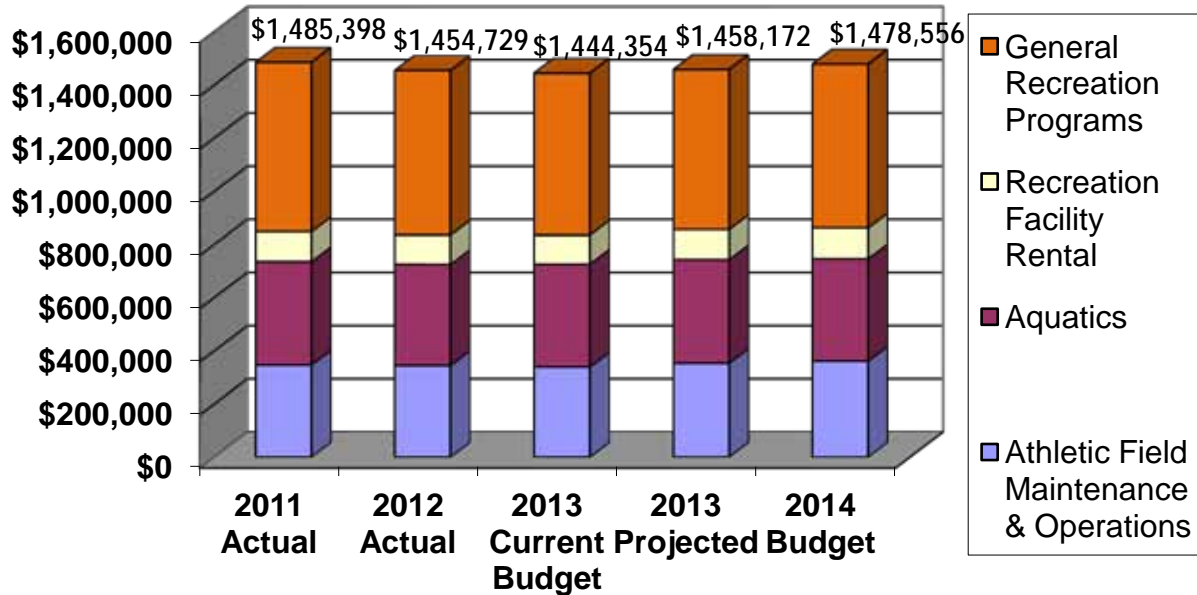


# Parks, Recreation and Cultural Services (Cont.)

(Pages 199 - 214)

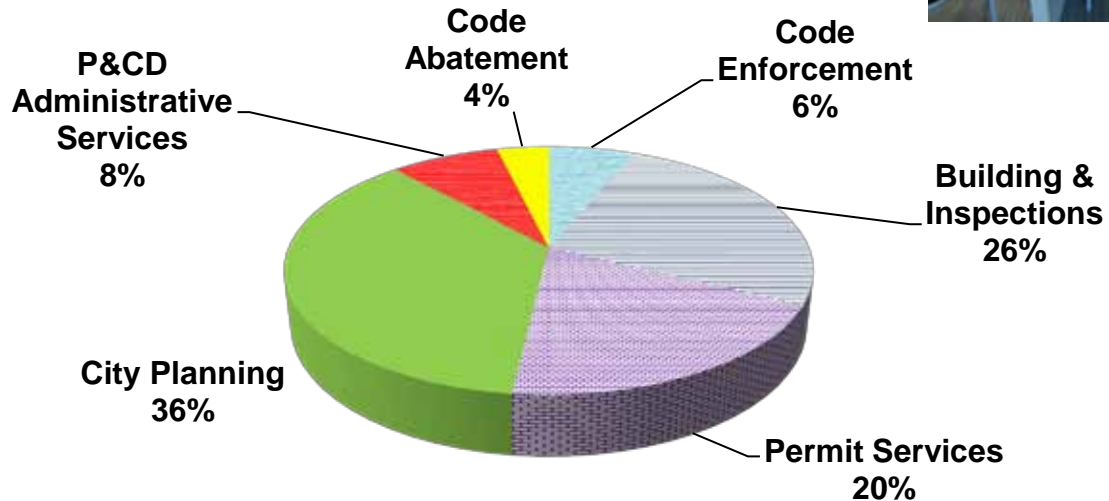
## Program Revenue Trend

Parks Revenue Programs: Athletic Field Maintenance and Support, Aquatics, Facility Rental and General Recreation



# Planning & Community Development

(Pages 217 - 232)



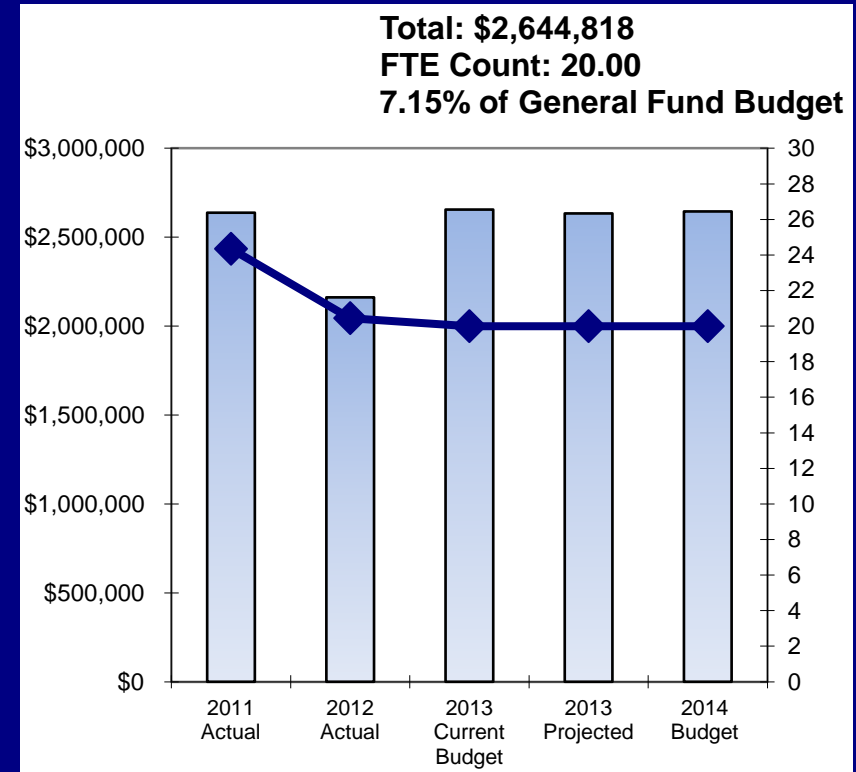
# Planning & Community Development (Cont.)

(Pages 217 - 232)

## 2014 BUDGET

### Council Goal Implementation:

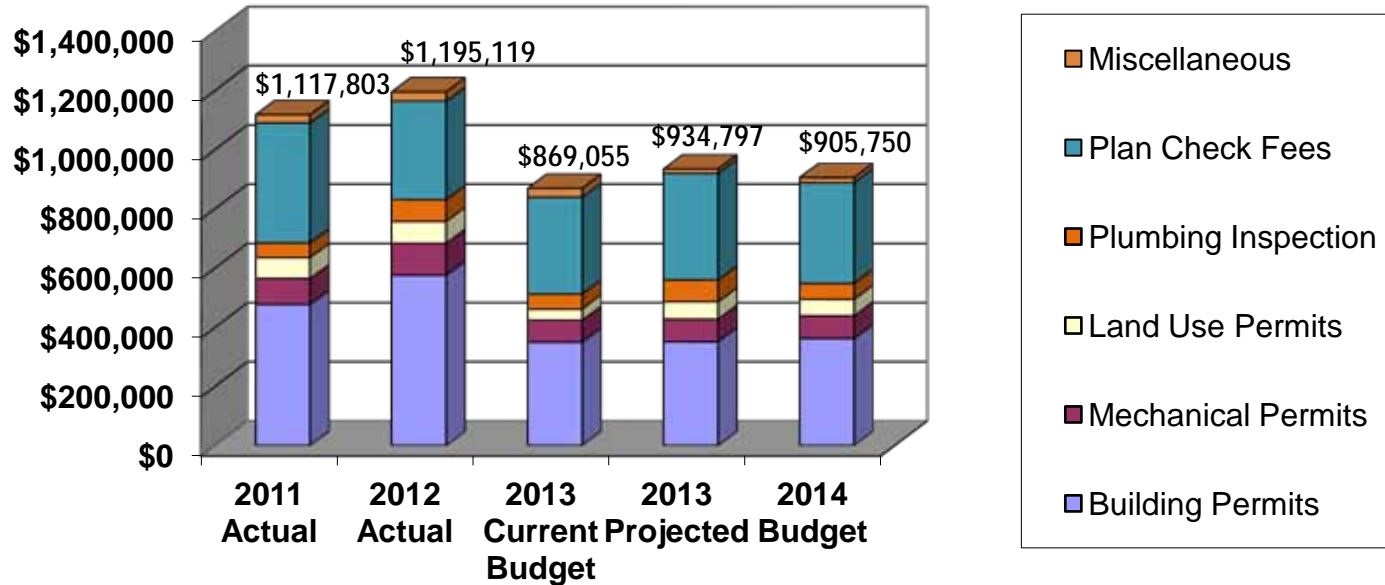
- Goal 3:
  - ü 145<sup>th</sup> Street Station Subarea Plan
- Goal 4:
  - ü SEPA Analysis for Point Wells



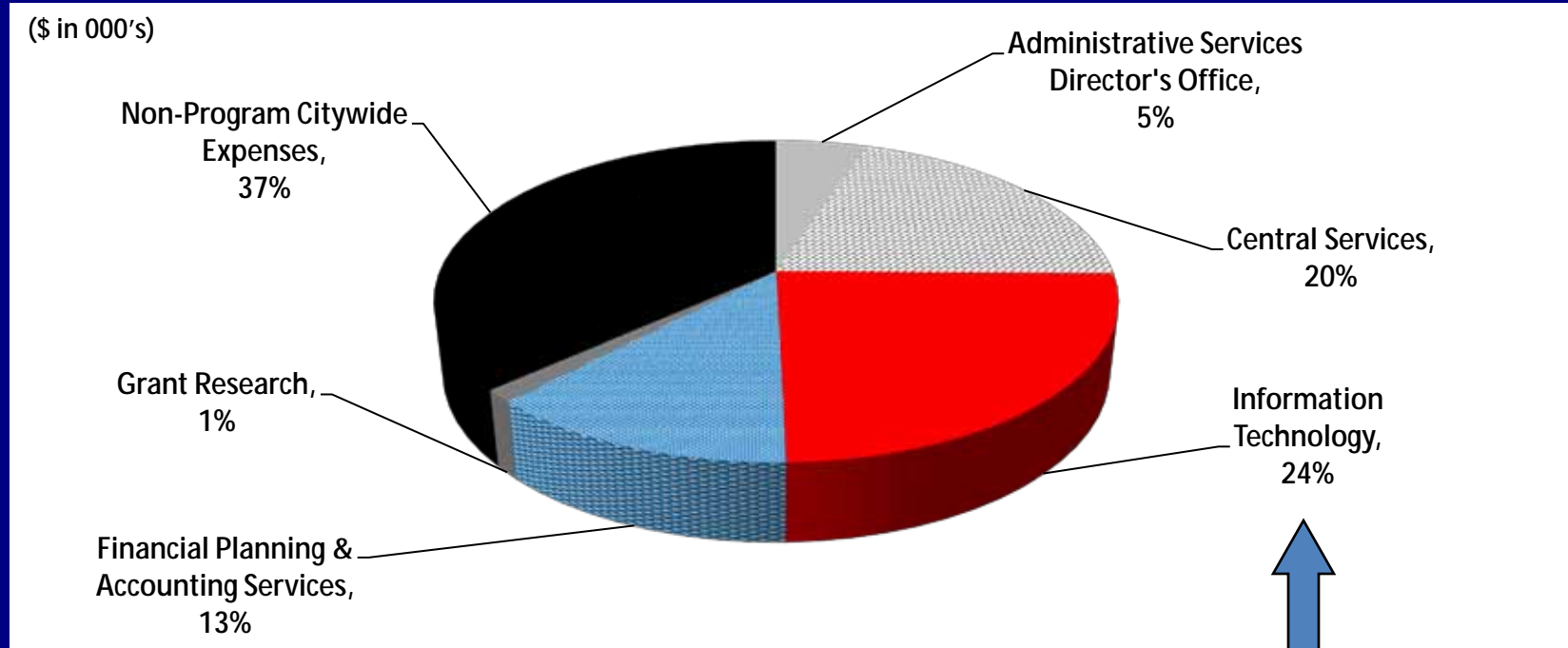
# Planning & Community Development (Cont.)

(Pages 217 - 232)

## Permit Revenue Trend



# Administrative Services and Citywide (Pages 137 - 152)



**Information Technology** includes: Information Technology Operations, Geographical Information Systems, and Web Development



# Administrative Services and Citywide (Cont.)

(Pages 137 - 152)

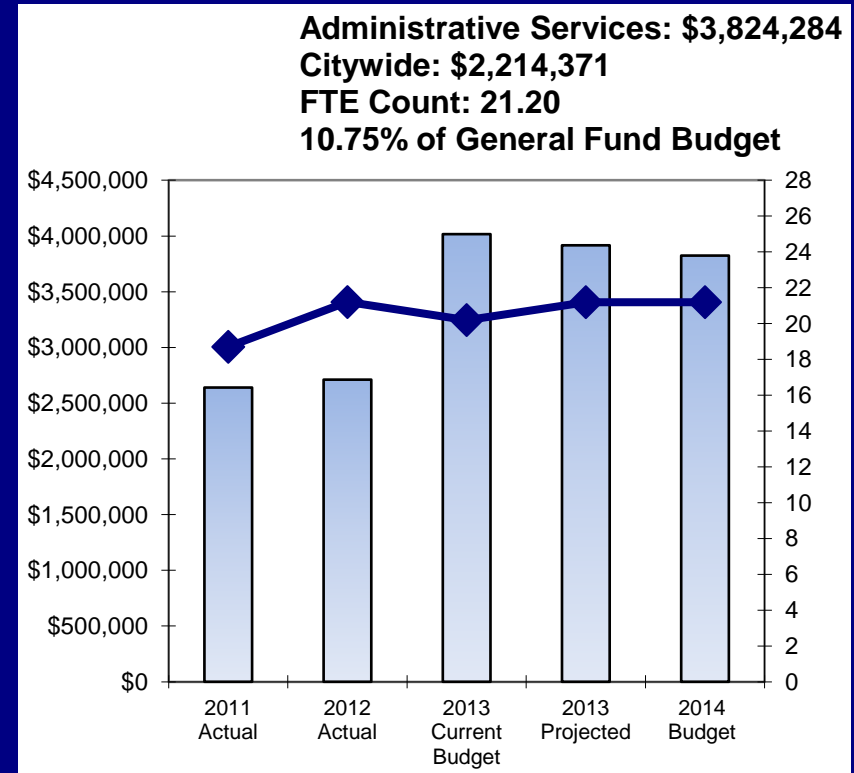
## 2014 BUDGET

### Council Goal Implementation:

- Goal 2:
  - ü Extra Help – GIS Technicians

### Budget Changes:

- Transfer of GIS function from Public Works (+1.00 FTE)
- \$50,000 one-time funding for software licenses to update to MS Windows 7/8
- \$50,000 one-time funding for servers & computer replacement program catch up



# Administrative Services and Citywide (Cont.)

(Pages 137 - 152)

Department budget includes “citywide” or “non-program” expenses and contingencies. For 2014, Citywide totals \$2,214,000 and includes the following:

- Unemployment charges
- Vehicle replacement fund
- Liability & Property Insurance
- Budget & Insurance Coverage Contingencies
- Office Equipment Leases & Replacement
- 2012 General Election Costs
- Seashore Transportation Forum
- Suburban Cities
- Association of Washington Cities
- National League of Cities
- Puget Sound Regional Council
- Shoreline Chamber of Commerce
- Puget Sound Clean Air Agency

# Administrative Services and Citywide (Cont.)

## (Pages 137 - 152)

### Citywide Program Budget Changes

#### – Decreases:

- \$19,000 for liability & property insurance

#### – Increases:

- \$11,000 for Animal Control
- \$39,000 estimate for Voter Registration & General Election costs

# Administrative Services and Citywide (Cont.)

(Pages 137 - 152)

## Contingency Items:

### – Reserve Policy:

- Operational Contingency: \$663,000
- Insurance Contingency: \$255,000

### – Budgeted Contingency:

- Salary Survey Results: \$60,000
- City Council Salary: \$16,500

# Questions / Comments