

Budget Tracking Document

Date of Request	Items	Response or Scheduled Follow Up																								
9/17	<p>1. The charts on page 8b-5 of the 9/22 council packet show that permit revenue has not rebounded as much as permit activity. Is this due to a shift in permit types? Is it expected to be temporary or ongoing? (HALL)</p>	<p>The following charts were included in the 9/22 staff report on the preliminary 2015 budget.</p> <div data-bbox="856 451 1898 932" data-label="Figure"> <p><b>PCD Revenue and Permit Activity 2007-2013</b></p> <table border="1"> <thead> <tr> <th>Year</th> <th>Revenue (\$)</th> <th>Permit</th> </tr> </thead> <tbody> <tr> <td>2007</td> <td>~1,500,000</td> <td>~2,800</td> </tr> <tr> <td>2008</td> <td>~1,100,000</td> <td>~2,400</td> </tr> <tr> <td>2009</td> <td>~800,000</td> <td>~2,200</td> </tr> <tr> <td>2010</td> <td>~600,000</td> <td>~2,000</td> </tr> <tr> <td>2011</td> <td>~1,100,000</td> <td>~2,400</td> </tr> <tr> <td>2012</td> <td>~1,200,000</td> <td>~2,600</td> </tr> <tr> <td>2013</td> <td>~1,200,000</td> <td>~2,700</td> </tr> </tbody> </table> </div>	Year	Revenue (\$)	Permit	2007	~1,500,000	~2,800	2008	~1,100,000	~2,400	2009	~800,000	~2,200	2010	~600,000	~2,000	2011	~1,100,000	~2,400	2012	~1,200,000	~2,600	2013	~1,200,000	~2,700
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		<p style="text-align: center;"><b>Revenue and Permit Count Jan - June Totals (2007-2014)</b></p> <table border="1" style="margin-left: auto; margin-right: auto;"> <caption>Revenue and Permit Count Data (Estimated from Chart)</caption> <thead> <tr> <th>Year</th> <th>Revenue (\$)</th> <th>Permit Count</th> </tr> </thead> <tbody> <tr> <td>2007</td> <td>~\$800,000</td> <td>~1400</td> </tr> <tr> <td>2008</td> <td>~\$650,000</td> <td>~1200</td> </tr> <tr> <td>2009</td> <td>~\$400,000</td> <td>~1100</td> </tr> <tr> <td>2010</td> <td>~\$300,000</td> <td>~1000</td> </tr> <tr> <td>2011</td> <td>~\$500,000</td> <td>~1100</td> </tr> <tr> <td>2012</td> <td>~\$700,000</td> <td>~1100</td> </tr> <tr> <td>2013</td> <td>~\$500,000</td> <td>~1300</td> </tr> <tr> <td>2014</td> <td>~\$650,000</td> <td>~1600</td> </tr> </tbody> </table> <p>As the chart above displays, the January through June permit count is higher than the same period of 2007, but the amount of revenue collected is lower. During 2007, the Echo Lake site and YMCA accounted for \$48.1 million in project value and contributed approximately \$220,000 or nearly 15% of the \$1.5 million collected that year. In comparison, for 2014 we have experienced three major projects with an estimated value of \$10.8 million out of a total year to date value of \$34.5 million. In 2013, there were 2,675 permits, very close to the 2,718 experienced in 2007.</p>	Year	Revenue (\$)	Permit Count	2007	~\$800,000	~1400	2008	~\$650,000	~1200	2009	~\$400,000	~1100	2010	~\$300,000	~1000	2011	~\$500,000	~1100	2012	~\$700,000	~1100	2013	~\$500,000	~1300	2014	~\$650,000	~1600
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9/22	2. How are the town center plans coming along? What kind of/how much development have we see as a results of that zoning designation? (SALOMON)	The two tables below show the projects that have occurred as a result of the zoning changes for the Town Center and the creation of the North City Business District .																											

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9/22	3. Parks Maint. Worker Request: I don't understand how extra help was "lost" rather than converted to an fte with benefits. I don't recall them	The 2014 budget added a 1.0 Parks Maintenance Worker II while also eliminating 4,443 hour of extra help labor, resulting in an overall loss of 2,363 work hours. In 2012 the Parks Department assumed the responsibility for right of way tree maintenance with no additional staff support, a responsibility that has been underfunded since incorporation. The annual budget for right of way tree work																																																																													

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	<p>being dedicated to a different task so why can't they be used for tree removal tasks? Also how many trees are we removing and why? Are these hazardous trees? How are new ROW tree regs leading to the increase (?) of our involvement in tree removal? (SALOMON)</p>	<p>has been \$10,000 for many years. As a result, when trees are identified as hazardous the park maintenance staff of licensed Arborists are doing the majority of right of way tree removal. Every tree removal, depending upon size, takes at least one day with some requiring multiple days for safe removal. As a rule, there are three staff required for each removal, with a fourth needed for traffic control on some streets. (One very complicated tree removal recently took four employees five days to complete.) With a staff of seven fulltime maintenance employees right of way tree work takes up a large percentage of time taking away from doing other work in the parks. As a result of decreased labor hours this year and increased tree responsibilities, routine parks maintenance has been compromised. Also, the proposed changes to the Personnel Policy related to the implementation of the Affordable Care Act specifies that extra help or seasonal help will be limited to performing "seasonal" work and could therefore, not participate in routine maintenance work such as litter / graffiti removal. And of course seasonal employees cannot provide assistance for sophisticated work such as tree removal. The new FTE with proper training would be able to assist with tree removal and perform many other ongoing routine work tasks that cannot be performed by extra help or seasonal staff.</p> <p>All trees removed in the right of way by park maintenance staff are determined to be hazardous by a licensed city Arborist using specific evaluation criteria. We do no pro-active tree maintenance in the right of way, only hazardous tree removals. No stumps are ground, sidewalks repaired if heaved by tree roots, or trees replanted in the right of way because of a lack of funding and staff. The request for stump grinding and tree re-planting in the 2015 budget request is to begin to replant some of the trees we have removed in the past 2 ½ years. This work would be done by a contractor and I assume 10 – 15 trees that have been removed would have stumps removed and new trees planted for the \$10,000 requested in the budget.</p>

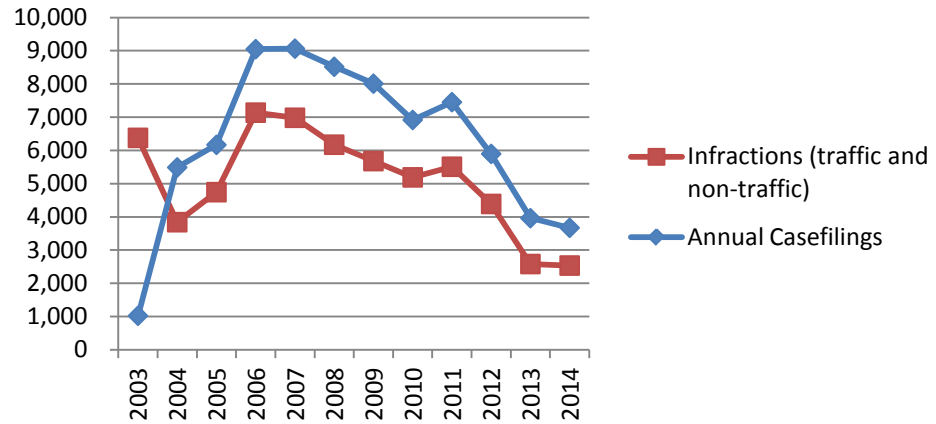
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		<p>With over 15,000 trees in the right of way in our community we anticipate an ever increasing demand for hazardous tree evaluations and potential removals. With no dedicated right of way tree staff and a very limited budget (\$10,000 annually) we will continue to offer a very low level of service and either leave hazardous trees standing in the right of way, or continue to provide a diminishing level of park maintenance service to deal with the worst of the worst hazardous trees in our right of way.</p> <p>There is a current back log of approximately a dozen citizen requests for hazardous tree evaluation that need to be assessed by the Arborists on our park maintenance staff.</p>
9/22	4. Didn't we buy a grinder for sidewalks last year? Is this different than a stump grinder? (SALOMON)	<p>The 2014 budget did include funding to purchase a new sidewalk grinder which is currently on order. The sidewalk grinder will be used by PW Maintenance staff instead of renting equipment each year for a significant cost savings. Parks request for \$10,000 in 2015 would be to purchase stump grinding services to remove the backlog of stumps that remain after hazardous trees have been removed. Although both pieces of equipment are grinders, the equipment is very different for grinding concrete and wood.</p>
9/22	5. Surface Water Requests – Is this request to spend money from the General Fund or Surface Water Utility Fund? (SALOMON)	<p>All requests are proposed to be funded from the Surface Water Utility Fund.</p>
9/22	6. With the inclusion of new construction AV estimated at \$25.9 million, the resulting estimated 2015 property tax levy would increase to	<p>Since the AV is projected to grow by approximately 12.9% and the property tax levy lid lift limits the growth in the total property tax levy to the rate of inflation (1.99%), the existing equation of <math>AV \times \text{levy rate} = \text{levy}</math>, forces the levy rate to drop by the net difference in the growth of AV and the allowed inflationary growth in the levy. We expect to collect 99.5% of the estimated levy of \$10,623,778 or</p>

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	<p>\$10,623,778 while the projected levy rate would decline from the current \$1.60 to an estimated \$1.45843 per \$1,000 of assessed valuation. Can you explain why the levy rate would decline? Is that because there is a total dollar value cap that's met for Prop 1 before it hits \$1.60? How many dollars will the total levy itself provide for this year's budget? (SALOMON)</p>	<p>\$10,571,659 which is an increase over 2014 of \$298,454 or 2.9%.</p>
9/22	<p>7. Shoreline Pool study \$115,000 to figure out what to do with the pool seems high. Haven't we recently done a condition study for \$50,000? (SALOMON)</p>	<p>Yes we recently completed the condition assessment/needs analysis that cost approximately \$50,000. The projects proposed in the CIP are a result of the Shoreline Pool Repair/Replacement Needs Analysis that was completed earlier this year. The Pool Master Plan is proposed for funding in 2018/2019. This is a study to analyze the best location, the needs of an "aquatic" facility, and the partnership opportunities with the School District and other potential partners.</p>
9/22	<p>8. Shoreline Pool Long-Term Maintenance: The total project cost increased from \$413,546 to \$846,722. Is it time to pull the plug on this pool? What would it cost to mothball it? Where is the nearest private pool? I know the 24 Hour Fitness at Northgate has one.</p>	<p>As noted above, the CIP now contains some of the repair and maintenance projects recommended in the Needs Analysis report. Staff does not have a current cost estimate to mothball the Shoreline Pool. However in addition to the initial cost of closing the facility, an empty pool, even if drained, is a major liability. The nearest indoor private pool would be a members only pool such as a health club or YMCA. I am not aware of any private pools open to the public in the area. Many Shoreline residents are dependent upon the Shoreline Pool for lessons and fitness activities. The Shoreline School District is a major user of the Pool and would need to find another facility to accommodate its activities.</p>

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	(SALOMON)	
9/22	9. When we approved the Veteran's memorial site placement on City property I thought that was essentially the extent of the City's contribution. Now is there a request for \$75,000 in tax fund? (SALOMON)	No. The \$75,000 is labels as Private Donations in the proposed CIP. It represents funds expected to be raised by the Shoreline Veteran's Association.
9/22	10. An approximately 40% increase in the cost of the police station seems to be a very high increase indeed. Was this not anticipated as a possible contingency? Is the generator a necessity? Do they currently have one at their site? (SALOMON)	The total project cost included in the proposed CIP is \$5.58 million. The cost has only increased by \$100,000 (1.8%) since staff updated Council in September of 2013 of the revised estimated total cost of \$5.48 million. In June of 2014, staff also advised Council that the estimated cost had increased to \$5.58 million to include other needed maintenance improvements for City Hall. The generator is required as police facilities are considered to be Occupancy Category IV which are buildings or other structures designated as essential facilities. The Police Station currently has a stationary generator available for use during power outages.
9/22	11. What is the City's policy on home detention? Do we have stats? (ROBERTS)	Staff is researching and will provide information during the Criminal Justice presentation at the October 20 Council meeting.

12. Why are revenues down from District Court? Are fines and fees being assessed less often? (SALOMON)

**Annual Infractions and Casefilings**



District Court revenues may be affected for a number of reasons. Overall, the total numbers of casefilings and infractions (traffic and non-traffic) have been trending downward, beginning in 2007 and 2006, respectively. Infractions are a significant revenue generating mechanism. Additionally, fines and fees associated with a particular offense may be subject to a judge’s ruling and may be dependent on case details.

9/17

13. Have a broad range of employees participated in and embraced the selection of SharePoint? I am very familiar with expensive, training- intensive, failed implementations due to employee resistance, commonly attributed to

SharePoint was selected as a replacement solution for the City’s current portal because it mimics much of the current functionality of the City’s Portal, is less expensive than other similar options, and conforms to City technology standards. The existing Portal has reached its end of life and is no longer being upgraded by the vendor, limiting our internet browser options, which hampers the City’s ability to implement other web based solutions that support other citywide functions. The current Portal is widely used by City staff for collaboration and houses a substantial amount of shared operational information. The Portal has been very successful and staff currently relies upon it on a daily basis. SharePoint also offers



