

Cable Television Franchise Subfund

Department Description

The City of Seattle entered into cable franchise agreements beginning in 1996 that included a new franchise fee as compensation for cable television providers locating in the public right-of-way. A new franchise with Comcast was approved in 2006 and a renewed franchise for Broadstripe (formerly Millennium Digital Media) was approved in 2007. The Cable Television Franchise Subfund (created by Ordinance 118196) shows the anticipated revenues from the franchise fee and related expenditures in the Department of Information Technology (DoIT). Resolution 30379 establishes usage policies for the fund. The fund pays for the administration of the Cable Customer Bill of Rights and the Public, Education, and Government access costs the City is obligated to fund under the terms of its cable franchise agreements; support of the Seattle Channel, including both operations and capital equipment; programs and projects promoting citizen technology literacy and access, including related research, analysis, and evaluation; and use of innovative and interactive technology, including television and the Web, to provide means for citizens to access City services.

Policy and Program Changes

The Cable Television Franchise Subfund's 2009 Adopted Budget includes increases to produce the 2009 Video Voters' Guide on behalf of the Seattle Ethics & Elections Commission, to convert work currently performed by an outside contractor into a permanent Video Specialist II position, to partially pay for replacement of the City's Interactive Voice Response (IVR) system, to begin replacing and upgrading equipment owned by the Seattle Channel in preparation for digital conversion, to fund the purchase of publicly accessible computers by the Seattle Public Library, and to create a citizen engagement portal.

Additional information on these policy and program changes appears in the adopted budget for the Department of Information Technology, which ultimately expends funds transferred from the Cable Television Franchise Subfund.

City Council Provisos

There are no Council provisos.

Cable TV

Appropriations	Summit Code	2007 Actual	2008 Adopted	2009 Adopted	2010 Endorsed
Cable Fee Support to Information Technology Fund Budget Control Level					
Cable Communications		1,020,407	1,323,113	1,392,745	1,438,778
Community Technology		1,345,794	959,481	1,139,156	1,173,442
Seattle Channel/Democracy Portal		2,916,370	2,972,018	3,361,376	3,231,879
Technology Infrastructure		227,112	236,526	423,324	529,157
Web Site Support		714,840	731,530	954,758	980,462
Cable Fee Support to Information Technology Fund Budget Control Level	D160B	6,224,523	6,222,669	7,271,360	7,353,719
Cable Fee Support to Library Fund Budget Control Level	D160B-TBD	50,000	50,000	150,000	50,000
Department Total		6,274,523	6,272,669	7,421,360	7,403,719
Resources					
Other		6,274,523	6,272,669	7,421,360	7,403,719
Department Total		6,274,523	6,272,669	7,421,360	7,403,719

Cable Fee Support to Information Technology Fund Budget Control Level

Purpose Statement

The purpose of the Cable Fee Support to Information Technology Fund Budget Control Level is to authorize the transfer of resources from the Cable Television Franchise Subfund to the Department of Information Technology's Information Technology Fund. These resources are used by the Department for a variety of programs consistent with Council Resolution 30379.

Program Expenditures	2007 Actual	2008 Adopted	2009 Adopted	2010 Endorsed
Cable Communications	1,020,407	1,323,113	1,392,745	1,438,778
Community Technology	1,345,794	959,481	1,139,156	1,173,442
Seattle Channel/Democracy Portal	2,916,370	2,972,018	3,361,376	3,231,879
Technology Infrastructure	227,112	236,526	423,324	529,157
Web Site Support	714,840	731,530	954,758	980,462
Total	6,224,523	6,222,669	7,271,360	7,353,719

Cable Fee Support to Library Fund Budget Control Level

Purpose Statement

The purpose of the Cable Fee Support to Library Fund Budget Control Level is to authorize the transfer of resources from the Cable Television Franchise Subfund to the Seattle Public Library's Operating Fund. The Library uses these resources to pay for and maintain computers available to the public.

	2007	2008	2009	2010
Expenditures	Actual	Adopted	Adopted	Endorsed
Citizen Literacy/Access	50,000	50,000	150,000	50,000

Cable TV

2009 - 2010 Estimated Revenues for the Cable Television Franchise Subfund

Summit Code	Source	2007 Actuals	2008 Adopted	2009 Adopted	2010 Endorsed
421911	Arts Programming Account	3,609,375	0	0	0
421911	Franchise Fee Revenues	6,401,222	5,670,108	6,479,828	6,803,820
461110	Arts Programming Account Investment Earnings	214,962	158,500	144,237	127,573
461110	Investment Earnings	154,244	0	0	0
	Total Revenues	10,379,803	5,828,608	6,624,065	6,931,393
379100	Use of (Contribution to) Fund Balance	(4,105,280)	444,061	797,295	472,326
	Total Resources	6,274,523	6,272,669	7,421,360	7,403,719

Cable TV

Cable Television Franchise Subfund

	2007 Actuals	2008 Adopted	2009 Adopted	2010 Endorsed
Beginning Fund Balance	3,273,395	5,942,193	7,437,796	6,640,501
Accounting and Technical Adjustments	0	0	0	0
Plus: Actual and Estimated Revenue	10,379,803	5,828,608	6,624,065	6,931,393
Less: Actual and Budgeted Expenditures	6,274,523	6,272,669	7,421,360	7,403,719
Ending Fund Balance	7,378,675	5,498,132	6,640,501	6,168,174
Continuing Appropriations	0	0	0	0
Designation for Cable Programs	5,325,078	4,509,557	4,156,739	3,576,873
Reserves Against Fund Balance	1,310,385	1,099,401	2,036,766	2,046,049
Total Reserves	6,635,463	5,608,958	6,193,505	5,622,922
Ending Unreserved Fund Balance	743,212	(110,826)	446,996	545,252

Office of City Auditor

Susan Cohen, City Auditor

Contact Information

Department Information Line: (206) 233-3801

City of Seattle General Information: (206) 684-2489 TTY: (206) 615-0476

On the Web at: <http://www.seattle.gov/audit/>

Department Description

The City Auditor is Seattle's independent auditor established by the City Charter. The City Auditor is appointed by a majority of the City Council to a four-year term of office.

The Office of City Auditor assists the City in achieving honest, efficient management, and full accountability throughout City government. It serves the public interest by providing the Mayor, City Council, and City managers with accurate information, unbiased analyses, and objective recommendations on how best to use public resources in support of Seattle's citizens.

The Office of City Auditor conducts financial-related audits, performance audits, management audits, and compliance audits of City programs, agencies, grantees, and contracts. Most of the Office's audits are performed in response to specific concerns or requests from City Councilmembers or the Mayor. If resources are available, the City Auditor responds to specific requests from City department directors. The City Auditor also independently initiates audits to fulfill the Office's mission.

Through its work, the Office of City Auditor answers the following types of questions:

- Are City programs being carried out in compliance with applicable laws and regulations, and is accurate data furnished to the City Council and Mayor on these programs?
- Do opportunities exist to eliminate inefficient use of public funds and waste?
- Are funds being spent legally and is accounting for them accurate?
- Are programs achieving desired results?
- Are there better ways to achieve program objectives at lower costs?
- Are there ways to improve the quality of service without increasing costs?
- What emerging or key issues should the City Council and Mayor consider?

Policy and Program Changes

The 2009 Adopted Budget abrogates a Strategic Advisor I position to assist in balancing the overall General Fund budget.

City Council Provisos

There are no Council provisos.

City Auditor

Appropriations	Summit	2007	2008	2009	2010
	Code	Actual	Adopted	Adopted	Endorsed
Office of City Auditor Budget	VG000	1,031,062	1,114,234	1,129,484	1,172,823
Control Level					
Department Total		1,031,062	1,114,234	1,129,484	1,172,823
Department Full-time Equivalents Total*		9.00	9.00	8.00	8.00

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Resources	2007	2008	2009	2010
	Actual	Adopted	Adopted	Endorsed
General Subfund	1,031,062	1,114,234	1,129,484	1,172,823
Department Total	1,031,062	1,114,234	1,129,484	1,172,823

Office of City Auditor Budget Control Level

Purpose Statement

The purpose of the Office of City Auditor is to provide unbiased analyses, accurate information, and objective recommendations to assist the City in using public resources equitably, efficiently, and effectively in delivering services to Seattle residents.

Summary

Abrogate 1.0 FTE Strategic Advisor I position and reduce budget by \$115,000 which corresponds to the cost of that position.

Citywide adjustments to labor costs increase the budget by \$130,000, for a net increase from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$15,000.

	2007	2008	2009	2010
Expenditures/FTE	Actual	Adopted	Adopted	Endorsed
Office of City Auditor	1,031,062	1,114,234	1,129,484	1,172,823
Full-time Equivalents Total*	9.00	9.00	8.00	8.00

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Seattle Office for Civil Rights

Julie Nelson, Director

Contact Information

Department Information Line: (206) 684-4500

City of Seattle General Information: (206) 684-2489 TTY: (206) 684-4503

On the Web at: <http://www.seattle.gov/civilrights/>

Department Description

The Seattle Office for Civil Rights (SOCR) works to ensure that everyone in Seattle has equal access to housing, employment, public accommodations, contracting, and lending. SOCR investigates and enforces City, state, and federal anti-discrimination laws, and provides public policy recommendations to the Mayor, City Council, and other City departments. The Office develops and implements policies and programs promoting fairness, equity, and diversity. It also administers the Title VI program of the 1964 Civil Rights Act and Title II of the Americans with Disabilities Act, which relates to physical access to governmental facilities, projects and programs.

SOCR prevents and remedies discrimination through enforcement, outreach, and education. The Office takes a neutral position in its complaint investigations. Until SOCR finishes an investigation, it reaches no conclusion about the complaint. Whenever possible, SOCR encourages a negotiated resolution between parties.

SOCR also develops anti-discrimination programs and policies, and enhances awareness through free education and outreach to businesses, community groups, and the general public. In 2004, the Office began coordinating the implementation of the Mayor's Race and Social Justice Initiative (RSJI), a citywide initiative designed to transform workplace policies, practices and procedures to mitigate the impact of race on the delivery of City services.

The Office works closely with immigrants, people of color, women, sexual minorities, and people with disabilities and their advocates, to inform them of their rights under the law. The Office publishes a wide array of printed materials, many of which are translated into 10 different languages.

SOCR keeps civil rights issues before the public through articles in the local media, and sponsorship of events such as Seattle Human Rights Day. As part of a broad race and social justice movement, SOCR challenges Seattle to eliminate discrimination in all its forms.

SOCR staffs three volunteer commissions - the Human Rights, Women's, and Sexual Minorities Commissions - which advise the Mayor and City Council on relevant issues.

Policy and Program Changes

There are no substantive changes from the 2008 Adopted Budget to the 2009 Adopted Budget.

City Council Provisos

There are no Council provisos.

Civil Rights

Appropriations	Summit Code	2007 Actual	2008 Adopted	2009 Adopted	2010 Endorsed
Civil Rights Budget Control Level	X1R00	2,390,055	2,223,864	2,336,278	2,424,443
Department Total		2,390,055	2,223,864	2,336,278	2,424,443
Department Full-time Equivalents Total*		22.50	22.50	22.50	22.50

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Resources	2007 Actual	2008 Adopted	2009 Adopted	2010 Endorsed
General Subfund	2,390,055	2,223,864	2,336,278	2,424,443
Department Total	2,390,055	2,223,864	2,336,278	2,424,443

Civil Rights Budget Control Level

Purpose Statement

The purpose of the Civil Rights Budget Control Level is to work toward eliminating discrimination in employment, housing, public accommodations, contracting, and lending in Seattle through enforcement, and policy and outreach activities. The Office seeks to encourage and promote equal access and opportunity, diverse participation, and social and economic equity. In addition, the Office is responsible for directing the Mayor's Race & Social Justice Initiative, leading other City departments to design and implement programs which eliminate institutionalized racism.

Summary

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$112,000 for a net increase from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$112,000.

	2007	2008	2009	2010
Expenditures/FTE	Actual	Adopted	Adopted	Endorsed
Civil Rights	2,390,055	2,223,864	2,336,278	2,424,443
Full-time Equivalents Total*	22.50	22.50	22.50	22.50

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Civil Service Commission

Steven A. Jewell, Chair of the Commission

Contact Information

Department Information Line: (206) 386-1301

City of Seattle General Information: (206) 684-2489 TTY: (206) 615-0476

On the Web at: <http://www.seattle.gov/csc>

Department Description

The Civil Service Commission serves as a quasi-judicial body providing fair and impartial hearings of alleged violations of the City's personnel system. Employees may file appeals with the Commission regarding all final disciplinary actions and alleged violations of the Personnel Ordinance, as well as related rules and policies. The Commission may issue orders to remedy violations and may also make recommendations to the Mayor and City Council regarding the administration of the personnel system. In addition, the Commission investigates allegations of political patronage to ensure the City's hiring practices are established and carried out in accordance with the merit principles set forth in the City Charter.

Policy and Program Changes

The 2009 Adopted Budget adds funding for pro-tem hearing examiners to accommodate a caseload increase, and to ensure the employment of a more diverse hearing examiner workforce.

City Council Provisos

There are no Council provisos.

Civil Service

Appropriations	Summit	2007	2008	2009	2010
	Code	Actual	Adopted	Adopted	Endorsed
Civil Service Commission Budget	V1C00	200,271	210,144	222,973	231,609
Control Level					
Department Total		200,271	210,144	222,973	231,609
Department Full-time Equivalents Total*		1.80	1.80	1.80	1.80

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Resources	2007	2008	2009	2010
	Actual	Adopted	Adopted	Endorsed
General Subfund	200,271	210,144	222,973	231,609
Department Total	200,271	210,144	222,973	231,609

Civil Service Commission Budget Control Level

Purpose Statement

The purpose of the Civil Service Commission Budget Control Level is threefold: 1) to provide employees and departments with a quasi-judicial process wherein they can appeal disciplinary actions and alleged violations of the City Charter, personnel code, or other personnel rules; 2) to submit legislation and recommendations to the Mayor and City Council intended to improve the City's personnel system; and 3) to investigate allegations of political patronage so the City's hiring process conforms to the merit system set forth in the City Charter.

Summary

Increase budget by \$3,000 to fund additional pro-tempore labor to handle an increased work load and support a more diverse hearing examiner pool.

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$10,000 for a net increase from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$13,000.

Expenditures/FTE	2007 Actual	2008 Adopted	2009 Adopted	2010 Endorsed
Civil Service Commission	200,271	210,144	222,973	231,609
Full-time Equivalents Total*	1.80	1.80	1.80	1.80

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Employees' Retirement System

Cecelia M. Carter, Executive Director

Contact Information

Department Information Line: (206) 386-1293

City of Seattle General Information: (206) 684-2489 TTY: (206) 615-0476

On the Web at: <http://www.seattle.gov/retirement/>

Department Description

The Employees' Retirement System has two major functions: administration of retirement benefits and management of the assets of the Retirement Fund. Employee and employer contributions, as well as investment earnings, provide funding for the System. Approximately 10,400 active employee members and 5,000 retired employee members participate in the plan. The provisions of the plan are set forth in Chapter 4.36 of the Seattle Municipal Code. The plan is a "defined benefit plan," which means an employee's salary, years of service, and age at the time of retirement are used to determine the amount of retirement benefits. Retirees are given a choice of several payment options. The Retirement System is led by a seven-member Board of Administration and an Executive Director appointed by the Board.

Policy and Program Changes

Increase appropriations by \$1,258,479 to support an increase in fees to investment managers and one additional position. Add 1.0 FTE Manager 3, who will oversee operations and personnel, 1.0 FTE Accounting Tech II (Office Manager), and 1.0 FTE Administrative Specialist II. Abrogate 1.0 FTE Finance Analyst and 1.0 FTE Administrative Specialist I.

City Council Provisos

There are no Council provisos.

Employees' Retirement

	Summit	2007	2008	2009	2010
Appropriations	Code	Actual	Adopted	Adopted	Endorsed
Employees' Retirement Budget Control Level	R1E00	6,025,816	9,476,351	10,734,830	11,936,779
Department Total		6,025,816	9,476,351	10,734,830	11,936,779
Department Full-time Equivalents Total*		14.50	14.50	15.50	15.50
<i>* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.</i>					
Resources		2007	2008	2009	2010
Other		6,025,816	9,476,351	10,734,830	11,936,779
Department Total		6,025,816	9,476,351	10,734,830	11,936,779

Employees' Retirement

Employees' Retirement Budget Control Level

Purpose Statement

The purpose of the Employees' Retirement Budget Control Level is to manage and administer retirement assets and benefits.

Summary

As part of a departmental reorganization, abrogate 1.0 FTE Admin Spec I-BU and 1.0 FTE Fin Anlyst, and add 1.0 FTE Actg Tech II-BU, 1.0 FTE Admin Spec II-BU, and 1.0 FTE Manager3, Fin, Bud,&Actg.

	2007	2008	2009	2010
Expenditures/FTE	Actual	Adopted	Adopted	Endorsed
Employees' Retirement	6,025,816	9,476,351	10,734,830	11,936,779
Full-time Equivalents Total*	14.50	14.50	15.50	15.50

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Ethics and Elections Commission

Wayne Barnett, Executive Director

Contact Information

Department Information Line: (206) 684-8500

City of Seattle General Information: (206) 684-2489 TTY: (206) 615-0476

On the Web at: <http://www.seattle.gov/ethics/>

Department Description

The Seattle Ethics and Elections Commission (SEEC) helps foster public confidence in the integrity of Seattle City government by providing education, training, and enforcement of the City's Ethics Code, Whistleblower Code, and lobbying regulations. The SEEC also promotes informed elections through education, training, and enforcement of the City's Elections Code and Election Pamphlet Code.

The SEEC conducts ethics training for all City employees on request, and through the City's New Employee and New Supervisor Orientation programs. It also provides ethics training information for City employees via the City's intranet site.

The SEEC issues advisory opinions regarding interpretations of the Code of Ethics and also investigates and rules upon alleged violations of the Code. Thirty years of formal advisory opinions, organized and searchable by topic, are available on SEEC's web site.

Through the Whistleblower Code, the SEEC helps to protect an employee's right to report improper governmental action and to be free from possible retaliation as a result of such reporting. The SEEC either refers allegations of improper governmental actions to the appropriate agency or investigates those allegations itself.

The SEEC fulfills the public's mandate of full campaign disclosure by training every organization required to report contributions and expenditures in proper reporting procedures, auditing every organization that reports, working with those organizations to correct errors, and making all campaign finance information available to the public. Since 1993, the SEEC has made summary reports of campaign financing information available to the public. Since 1995, SEEC has published campaign financing information on its web site.

In 2008, the SEEC was charged with administering the City's new lobbying regulations. The SEEC will collect and post information so that citizens know who is lobbying and how much they are being paid to lobby. The SEEC will also enforce compliance with the lobbying regulations.

The SEEC produces voters' pamphlets for City elections and ballot measures. It makes these pamphlets available in several languages and produces a video voters' guide with King County in odd-numbered years. The video voters' guide is funded with cable franchise fee revenue.

Policy and Program Changes

The 2009 Adopted Budget adds funding to support position reclassifications and salary increases for existing positions.

City Council Provisos

There are no Council provisos.

Ethics and Elections

Appropriations	Summit	2007	2008	2009	2010
	Code	Actual	Adopted	Adopted	Endorsed
Ethics and Elections Budget	V1T00	627,046	624,506	668,244	693,256
Control Level					
Department Total		627,046	624,506	668,244	693,256
Department Full-time Equivalents Total*		5.20	5.20	5.20	5.20

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Resources	2007	2008	2009	2010
	Actual	Adopted	Adopted	Endorsed
General Subfund	627,046	624,506	668,244	693,256
Department Total	627,046	624,506	668,244	693,256

Ethics and Elections Budget Control Level

Purpose Statement

The purpose of the Ethics and Elections Budget Control Level is threefold: 1) to audit, investigate, and conduct hearings regarding non-compliance with, or violations of, Commission-administered ordinances; 2) to advise all City officials and employees of their obligations under Commission-administered ordinances; and 3) to publish and broadly distribute information about the City's ethical standards, City election campaigns, campaign financial disclosure statements, and lobbyist disclosure statements.

Summary

Increase budget by \$5,000 to accommodate a salary increase for the Executive Director pursuant to the Personnel Department's reclassification of the position from Manager 3 to Executive 2.

Increase budget by \$11,000 to fund costs associated with a salary increase and participation in the City's retirement system for a newly hired position.

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$28,000 for a net increase from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$44,000.

Expenditures/FTE	2007 Actual	2008 Adopted	2009 Adopted	2010 Endorsed
Ethics and Elections	627,046	624,506	668,244	693,256
Full-time Equivalents Total*	5.20	5.20	5.20	5.20

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Department of Executive Administration

Fred Podesta, Director

Contact Information

Department Information Line: (206) 684-0987

City of Seattle General Information: (206) 684-2489 TTY: (206) 615-0476

On the Web at: <http://www.seattle.gov/executiveadministration/>

Department Description

The Department of Executive Administration (DEA) provides a variety of services to City departments and the public, including Citywide operational responsibilities for accounting, payroll, licensing, revenue collection and processing, animal services, weights and measures, treasury activities, purchasing, construction and consultant contracting, risk management, and the City's financial management and personnel data systems.

Policy and Program Changes

The following changes are made in the 2009 Adopted Budget:

Add a Licenses and Standards Inspector to the Revenue and Consumer Affairs Budget Control Level. This position will be dedicated to taxicab inspection and enforcement of the Taxicab Code.

Reduce the nightlife enforcement program in the Revenue and Consumer Affairs Budget Control Level by two Licenses and Standards Inspectors. Staffing levels for this program are being re-evaluated as the program is developed.

Abrogate various positions and reduce the budget in the Contracting and Revenue and Consumer Affairs Budget Control Levels to assist in balancing the overall General Fund budget.

City Council Provisos

There are no Council provisos.

Executive Administration

Appropriations	Summit Code	2007 Actual	2008 Adopted	2009 Adopted	2010 Endorsed
Business Technology Budget Control Level	C8400	9,758,511	10,225,217	10,499,249	11,068,712
Contracting Budget Control Level	C8700	3,155,353	3,559,411	3,580,074	3,748,796
Executive Management Budget Control Level	C8100	2,278,398	2,441,607	2,525,331	2,642,615
Financial Services Budget Control Level	C8200	7,642,816	8,190,057	8,384,796	8,648,896
Revenue and Consumer Affairs Budget Control Level	C8500	5,465,237	5,492,476	5,434,029	5,663,840
Seattle Animal Shelter Budget Control Level	C8600	3,283,319	3,371,245	3,492,609	3,665,085
Department Total		31,583,633	33,280,013	33,916,088	35,437,944
Department Full-time Equivalents Total*		246.00	251.00	248.00	247.00

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Resources	2007 Actual	2008 Adopted	2009 Adopted	2010 Endorsed
General Subfund	31,583,633	33,280,013	33,916,088	35,437,944
Department Total	31,583,633	33,280,013	33,916,088	35,437,944

Business Technology Budget Control Level

Purpose Statement

The purpose of the Business Technology Budget Control Level is to plan, strategize, develop, implement, and maintain business technologies to support the City's business activities.

Summary

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$274,000 for a net increase from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$274,000.

	2007	2008	2009	2010
Expenditures/FTE	Actual	Adopted	Adopted	Endorsed
Business Technology	9,758,511	10,225,217	10,499,249	11,068,712
Full-time Equivalents Total*	42.00	43.50	43.50	43.50

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Contracting Budget Control Level

Purpose Statement

The purpose of the Contracting Budget Control Level (BCL) is to anticipate and meet customer contracting and purchasing needs; provide education throughout the contracting process; administer policy and law; implement the City's various social objectives in contracting; and provide fair, thorough, and responsive service to customers so they can meet their business needs in an affordable and timely manner. This BCL also supports the efforts and services provided by the Urban League's Contractor Development and Competitiveness Center (CDCC) for the development of small, economically-disadvantaged businesses, including women and minority firms, as authorized by Ordinance 120888.

Summary

Abrogate 1.0 FTE Civil Rights Analyst and save \$92,000 to assist in balancing the overall General Fund budget.

Reduce spending on contracting by \$10,000 to assist in balancing the overall General Fund budget.

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$122,000 for a net increase from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$21,000.

Expenditures/FTE	2007 Actual	2008 Adopted	2009 Adopted	2010 Endorsed
Contracting	3,155,353	3,559,411	3,580,074	3,748,796
Full-time Equivalents Total*	31.00	31.00	30.00	30.00

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Executive Administration

Executive Management Budget Control Level

Purpose Statement

The purpose of the Executive Management Budget Control Level is to provide executive direction and leadership; strategic, financial and operational planning; risk management and human resource services; and administrative support so that Department managers, staff, and other decision-makers can make informed decisions on how to best serve City customers.

Summary

Reduce \$25,000 in discretionary spending to assist in balancing the overall General Fund budget.

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$109,000 for a net increase from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$84,000.

	2007	2008	2009	2010
Expenditures/FTE	Actual	Adopted	Adopted	Endorsed
Executive Management	2,278,398	2,441,607	2,525,331	2,642,615
Full-time Equivalents Total*	17.00	17.50	17.50	17.50

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Financial Services Budget Control Level

Purpose Statement

The purpose of the Financial Services Budget Control Level is to perform financial transactions, provide financial reporting, and receive and disburse funds so that the City remains fiscally solvent.

Summary

Reduce \$200,000 in discretionary spending to assist in balancing the overall General Fund budget.

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$395,000 for a net increase from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$195,000.

	2007	2008	2009	2010
Expenditures/FTE	Actual	Adopted	Adopted	Endorsed
Financial Services	7,642,816	8,190,057	8,384,796	8,648,896
Full-time Equivalents Total*	68.50	66.50	66.50	66.50

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Executive Administration

Revenue and Consumer Affairs Budget Control Level

Purpose Statement

The purpose of the Revenue and Consumer Affairs Budget Control Level is to administer and enforce the City's license and tax codes for Seattle residents with the goal that budget expectations are met and consumer protection standards are upheld.

Summary

Reduce the budget by \$174,000 and abrogate 2.0 FTE Licenses & Standards Inspectors, which were positions planned to enforce a nightlife premises regulatory license. Staffing levels for this program are being re-evaluated as the program is developed.

Abrogate 1.0 FTE Paralegal and save \$80,000 to assist in balancing the overall General Fund budget.

Add 1.0 FTE Licenses & Standards Inspector and \$92,000 for taxicab inspections and enforcement of the recently adopted taxicab code. By enhancing inspections and enforcement, this position will increase passenger safety and improve working conditions for taxicab drivers. This position is fully supported by fee revenue.

Abrogate 1.0 FTE Strategic Advisor 3 in the second year and cut \$100,000 in 2009 to reflect the mid-year retirement of the RCA Deputy Director position. Duties currently performed by this position will be assumed by the RCA Director and Division management.

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$204,000 for a net reduction from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$58,000.

Expenditures/FTE	2007 Actual	2008 Adopted	2009 Adopted	2010 Endorsed
Revenue and Consumer Affairs	5,465,237	5,492,476	5,434,029	5,663,840
Full-time Equivalents Total*	49.50	54.50	52.50	51.50

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Seattle Animal Shelter Budget Control Level

Purpose Statement

The purpose of the Seattle Animal Shelter Budget Control Level is to provide enforcement, animal care, and spay and neuter services in Seattle to control pet overpopulation and foster public safety.

Summary

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$121,000 for a net increase from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$121,000.

	2007	2008	2009	2010
Expenditures/FTE	Actual	Adopted	Adopted	Endorsed
Seattle Animal Shelter	3,283,319	3,371,245	3,492,609	3,665,085
Full-time Equivalents Total*	38.00	38.00	38.00	38.00

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Department of Finance

Dwight Dively, Director

Contact Information

Department Information Line: (206) 233-0031

City of Seattle General Information: (206) 684-2489 TTY: (206) 615-0476

On the Web at: <http://www.seattle.gov/financedepartment/>

Department Description

The Department of Finance is responsible for budget development, budget monitoring, debt management, financial policies, financial planning, performance measurement, and overall financial controls for the City of Seattle. The Department also oversees policy on City taxes, investments, accounting, and related activities.

Policy and Program Changes

The Department of Finance's 2009 Adopted Budget abrogates two Strategic Advisor 2 positions, which results in General Fund savings of \$221,000. The Budget also shifts Debt Management-related costs from the General Fund to Debt Management Policy Advisory Committee (DMPAC) funding, which is supported by user fees.

City Council Provisos

There are no Council provisos.

Finance

Appropriations	Summit	2007	2008	2009	2010
	Code	Actual	Adopted	Adopted	Endorsed
Finance Budget Control Level	CZ000	4,951,084	5,078,864	5,275,284	5,497,802
Department Total		4,951,084	5,078,864	5,275,284	5,497,802
Department Full-time Equivalents Total*		38.00	38.00	36.00	36.00
<i>* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.</i>					
		2007	2008	2009	2010
Resources		Actual	Adopted	Adopted	Endorsed
General Subfund		4,951,084	5,078,864	5,275,284	5,497,802
Department Total		4,951,084	5,078,864	5,275,284	5,497,802

Finance Budget Control Level

Purpose Statement

The purpose of the Finance Budget Control Level is to develop and monitor the budget, issue and manage debt, establish financial policies and plans, and implement overall financial controls for the City. The department also oversees policy on City taxes, investments, accounting and related activities.

Summary

Abrogate 2.0 FTE Strategic Advisor 2 positions and reduce the Department's budget by \$221,000 to assist in balancing the overall General Fund budget. The Department will absorb this workload with remaining staff.

Abrogate one vacant .5 FTE Strategic Advisor 2 position and increase an existing .5 FTE Strategic Advisor 2 to 1.0 FTE Strategic Advisor 2 in an FTE-neutral adjustment to better align staffing in the Department of Finance.

Shift Debt Management-related costs from the General Fund to Debt Management Policy Advisory Committee (DMPAC) funding, which is supported by user fees.

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$417,000 for a net increase from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$196,000.

	2007	2008	2009	2010
Expenditures/FTE	Actual	Adopted	Adopted	Endorsed
Finance	4,951,084	5,078,864	5,275,284	5,497,802
Full-time Equivalents Total*	38.00	38.00	36.00	36.00

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Finance General

Dwight Dively, Director

Department Description

The mission of Finance General is to allocate General Subfund resources in the form of appropriations to reserve and bond redemption funds, City department operating funds, and certain programs for which there is desire for Council, Mayor, or Department of Finance oversight.

Policy and Program Changes

The 2009 Adopted Budget reduces, eliminates or transfers the appropriation authority in more than twenty-five programs in the Reserves, Support to Community Development, and Appropriation to General Fund Subfunds and Special Funds Budget Control Levels (BCLs). The majority of these programs were intended to be one-time expenses in 2008. As a result, appropriations for these BCLs are reduced by over \$28.5 million from the 2008 Adopted Budget. In addition, the City's debt service for most non-utility projects will be nearly \$6 million less in 2009 than in 2008. Offsetting these reductions are two new programs in the Appropriation to General Fund Subfunds and Special Funds BCL. These programs, previously in the Support to Operating Funds BCL, transfer General Subfund's resources to the Office of Housing and Department of Information Technology.

Appropriations to General Fund Subfunds and Special Funds BCL

The elimination of KeyArena debt, plus other changes related to certain bonds being retired and the addition of debt service associated with the proposed 2009 LTGO Bond Issue, reduces the level of funding for the General Bond Interest/Redemption Fund program by approximately \$6 million. Offsetting these savings is an increase in the General Subfund's support to the Emergency Subfund (ESF) of \$4.4 million. The higher contribution reflects a large increase in the limit to the Emergency Subfund as well as a one-time payment of \$2.2 million to reimburse the ESF for emergency road repairs in 2008. The 2009 Adopted Budget creates two new programs which transfer resources to the Housing Operating Fund and the Information Technology Fund. These programs were previously housed in the Support to Operating Funds BCL and their transfer better facilitates financial tracking of these resources.

Reserves BCL

The 2009 Adopted Budget removes ten programs, transfers five programs to other departments, and adds two new recurring programs in the Reserves BCL. All of the programs removed were intended to be one-time expenditures in 2008. The five programs transferred were appropriations in 2008 for new activities in the Seattle Public Library, the Department of Parks and Recreation, the Police Department, and the Municipal Court. For 2009, the net result of these changes, along with varying adjustments to existing programs, is an overall reduction of \$5.6 million.

Recurring Reserve-Industrial Insurance Pensions Payout:

Beginning in 2009, a new Pension Payouts account is established in the amount of \$535,000. Corresponding actions elsewhere in the Adopted Budget remove funding for pension payouts from department budgets, except for employees of Seattle Public Utilities (SPU), Seattle City Light (SCL), and fee-funded positions in the Department of Planning and Development (DPD). In the infrequent case when a City of Seattle employee is permanently disabled or dies as a result of a workplace injury or occupational disease, the City of Seattle makes a large one-time payment to the Washington State Department of Labor and Industries (L&I) to establish a pension for the employee and his or her eligible survivors. The General Subfund has paid these expenses for all but DPD and utility employees in the past, and the change simply streamlines the financial administration of Workers' Compensation-related pensions.

Recurring Reserve-Public Toilets:

\$511,000 is appropriated to support ongoing public toilet access work in SPU. In 2009, this amount has been reduced by \$427,000 in order to repay the General Subfund for 2008 automated public toilet (APT) contract exit costs that are appropriated in the 2008 Third Quarter Supplemental ordinance. Amounts for 2010 and beyond will be revisited in the context of wastewater rates next year. See the Seattle Public Utility section for more detail.

Support to Community Development BCL

The 2009 Adopted Budget removes eleven one-time programs, reducing the 2009 appropriation from 2008 by \$10.6 million. Three new programs are added to provide funding in 2009 to the Puget Sound Neighborhood Health Center to facilitate the continuation and expansion of dental services for low- and moderate-income persons in SE Seattle, to the First United Methodist Church Shelter to facilitate the delivery of services to homeless individuals at a new location following the recent relocation of this service from 5th Avenue, and to People Point to expand the outreach program linking eligible clients with a variety of assistance programs. Additionally, funding is provided in 2009 to CASA Latina to implement the Good Neighbor Agreement between the agency and the neighborhood.

City Council Provisos

The City Council adopted the following budget provisos:

Of the appropriation for 2009 for the Finance General Reserves BCL, \$132,000 is appropriated (and of the amount endorsed for 2010, \$143,000 is expected to be appropriated) solely for a professional services contract for an Office of Professional Accountability Auditor and may be spent for no other purpose.

None of the money appropriated for 2009 (and none of the money endorsed for 2010) for the Finance General Reserves BCL may be spent for professional services to be provided by the Office of Professional Accountability (OPA) Auditor until the City Council approves a professional services contract by ordinance.

Of the appropriation for 2009 for the Finance General Reserves BCL, \$1,259,247 is appropriated (and of the amount endorsed for 2010, \$3,227,656 is expected to be appropriated) solely for youth violence prevention, and may be spent for no other purpose.

None of the money appropriated for 2009 (and none of the money endorsed for 2010) for the Finance General Reserves BCL may be spent for youth violence prevention until authorized by future ordinance.

Non-financial Greensheet modifications:

Changes were made to greensheet 143-1-A-1 to correct a BCL assignment, and to 68-2-B-2 to carry out the greensheet's policy and financial intent.

143-1-A-1: The appropriation for the African Chamber of Commerce, an existing program under the Support to Community Development BCL, was moved to this BCL from Reserves, which was mistakenly identified as the associated BCL for this program.

68-2-B-2: In order to carry out the "no net change in Gsf" intent described in greensheet 62-2-B-2, the Recurring Reserve-Public Toilets program was eliminated from the Reserves BCL. This transaction was inadvertently omitted in the greensheet's action items.

Appropriation to General Fund Subfunds and Special Funds Budget Control Level

Purpose Statement

The purpose of the Appropriation to General Fund Subfunds and Special Funds Budget Control Level is to appropriate General Subfund resources, several of which are based upon the performance of certain City revenues, to bond redemption or special purpose funds. These appropriations are implemented as operating transfers to the funds, subfunds, or accounts they support.

Program Expenditures	2007	2008	2009	2010
	Actual	Adopted	Adopted	Endorsed
2000 Parks Levy Fund	0	4,985,000	0	0
Arts Account - Admission Tax for Art Programs	1,273,217	1,150,600	1,186,394	1,207,454
Cumulative Reserve Subfund - Revenue	5,921,303	6,165,645	0	0
Stabilization Account				
Emergency Subfund	3,786,000	3,196,730	7,636,000	3,049,000
Fleets and Facilities Fund	4,162,156	4,281,554	3,873,297	3,932,585
General Bond Interest/Redemption Fund	25,118,321	18,551,187	12,565,673	15,520,489
Housing Operating Fund	0	0	2,268,679	1,455,955
Information Technology Fund	0	0	3,357,441	3,388,635
Insurance	3,293,169	4,545,937	4,529,697	4,688,142
Judgment/Claims Subfund	1,379,400	1,379,400	1,318,643	1,318,643
Solid Waste Fund - Parks Charter Revenue	981,666	1,025,870	1,003,939	571,958
Transfer				
Transportation Fund - Parks Charter Revenue	220,830	550,700	526,114	564,775
Transfer				
Total	46,136,062	45,832,623	38,265,877	35,697,636

Contingent Support to Operating Funds Budget Control Level

Purpose Statement

The purpose of the Contingent Support to Operating Funds Budget Control Level is to appropriate General Subfund resources to line departments contingent upon the performance of certain City revenues. These appropriations are implemented as operating transfers to the funds, subfunds, or accounts they support.

Program Expenditures	2007	2008	2009	2010
	Actual	Adopted	Adopted	Endorsed
Contingent Support to Arts Account	0	150,000	200,000	200,000
Contingent Support to Parks and Recreation Fund	0	500,000	500,000	500,000
Contingent Support to Solid Waste Fund	0	250,000	250,000	250,000
Contingent Support to Transportation Fund	0	275,350	300,000	300,000
Total	0	1,175,350	1,250,000	1,250,000

Contingent Support to Operating Funds: Contingent Support to Arts Account

Purpose Statement

This program transfers resources from the General Subfund to the Arts Account of the General Fund, not to exceed \$200,000, if and only to the extent Admission Tax revenue dedicated to the Arts Account exceeds \$1,186,400.

Expenditures	2007	2008	2009	2010
	Actual	Adopted	Adopted	Endorsed
Contingent Support to Arts Account	0	150,000	200,000	200,000

Contingent Support to Operating Funds: Contingent Support to Parks and Recreation Fund

Purpose Statement

This program transfers resources from the General Subfund to the Park and Recreation Fund, not to exceed \$500,000, if and only to the extent actual collections of revenues distributed to the Park and Recreation Fund, pursuant to Article XI, Section 3 of the Charter of the City of Seattle, are less than \$40,015,000.

Expenditures	2007	2008	2009	2010
	Actual	Adopted	Adopted	Endorsed
Contingent Support to Parks and Recreation Fund	0	500,000	500,000	500,000

Contingent Support to Operating Funds: Contingent Support to Solid Waste Fund

Purpose Statement

This program transfers resources from the General Subfund to the Solid Waste Fund, not to exceed \$250,000, if revenue from taxes authorized in Seattle Municipal Code Section 5.48.055 and distributed to the Parks and Recreation Fund, pursuant to Article XI, Section 3 of the City Charter, is greater than \$1.050,000.

	2007	2008	2009	2010
Expenditures	Actual	Adopted	Adopted	Endorsed
Contingent Support to Solid Waste Fund	0	250,000	250,000	250,000

Contingent Support to Operating Funds: Contingent Support to Transportation Fund

Purpose Statement

This program transfers resources from the General Subfund to the Transportation Operating Fund, not to exceed \$300,000, if and only to the extent actual collections of revenues authorized by Chapter 5.37 of the Seattle Municipal Code and distributed to the Park and Recreation Fund pursuant to Article XI, Section 3 of the Charter of the City of Seattle, are greater than \$526,000.

	2007	2008	2009	2010
Expenditures	Actual	Adopted	Adopted	Endorsed
Contingent Support to Transportation Fund	0	275,350	300,000	300,000

Reserves Budget Control Level

Purpose Statement

The purpose of the Reserves Budget Control Level is to provide appropriation authority to those programs for which there is no single appropriate managing department, or for which there is some Council and/or Mayor desire for additional budget oversight.

Program Expenditures	2007 Actual	2008 Adopted	2009 Adopted	2010 Endorsed
Budget System Reserve	703,376	0	0	0
Customer Service Evaluation	0	500,000	0	0
Employee Retirement Buy-In Match	0	1,000,000	0	0
EMS Enhancements	0	830,000	0	0
Firefighter Health and Fitness	0	247,000	0	0
Get Engaged: City Boards and Commissions	30,000	30,000	30,780	30,720
Greenhouse Gas Reimbursement to City Light	2,150,558	0	0	0
Hazel Heights P-Patch	0	20,000	0	0
Key Arena Use Deliberations	0	1,000,000	0	0
Libraries for All Reserve	0	121,451	0	0
Muni Court Information Replacement System	0	200,000	0	0
P-Patch Land Acquisition	0	500,000	0	0
Pacific Science Center Exhibit	0	100,000	0	0
Parks New Facilities Reserve	0	117,878	0	0
Pedestrian Safety Public Education	0	250,000	0	0
Recurring Reserve Employee Hour Tax	75,556	0	200,000	200,000
Recurring Reserve for Portable Art Rental and Maintenance	164,812	198,000	203,148	202,752
Recurring Reserve-Civilian Shooting Review Board	40,000	42,320	5,000	5,000
Recurring Reserve-Dues/Memberships	13,000	13,500	13,851	13,824
Recurring Reserve-Election Expense	1,498,077	1,000,000	950,000	1,200,000
Recurring Reserve-Fire Hydrants	5,070,078	5,430,765	5,490,265	5,847,005
Recurring Reserve-Health Care Reserve	775,486	1,500,000	2,000,000	0
Recurring Reserve-Industrial Insurance Pensions Payout	0	0	535,000	1,500,000
Recurring Reserve-Legal Advertisements	285,276	150,000	250,000	275,000
Recurring Reserve-Office of Professional Accountability Auditor	0	0	132,000	143,000
Recurring Reserve-Pacific Science Center Lease Reserve	120,000	120,000	120,000	120,000
Recurring Reserve-Public Toilets	750,000	807,000	0	0
Recurring Reserve-Puget Sound Clean Air Agency	317,160	349,217	382,000	400,000
Recurring Reserve-State Examiner	644,119	646,776	663,592	679,518
Recurring Reserve-Street Lighting	9,624,852	9,637,909	9,734,000	9,832,000
Recurring Reserve-Voter Registration	891,429	720,000	911,000	950,000
Reserve for Community Court-Related Services	0	250,000	0	0
SLU Mobility and Parking Partnership	0	40,000	40,000	40,000
SPD-Patrol Officers	0	2,043,000	0	0

Finance General

Program Expenditures	2007 Actual	2008 Adopted	2009 Adopted	2010 Endorsed
Tax Refund Interest Reserve	0	98,000	365,000	365,000
Trial Court Improvement Account	0	331,658	0	0
Youth Violence Prevention	0	0	1,259,247	3,227,656
Total	23,153,780	28,294,474	23,284,883	25,031,475

Support to Community Development Budget Control Level

Purpose Statement

The purpose of the Support to Community Development Budget Control Level is to appropriate General Subfund resources for services or capital projects that are not directly administered by a City department.

Program Expenditures	2007 Actual	2008 Adopted	2009 Adopted	2010 Endorsed
African Chamber of Commerce	0	50,000	50,000	50,000
Broadway Action Agenda	75,040	0	0	0
CASA Latina	0	0	53,369	0
Chief Seattle Gravesite Restoration	0	100,000	0	0
Chinese Garden Reserve	0	317,750	0	0
East Madison YMCA Project	0	250,000	0	0
First United Methodist Church Shelter	0	0	500,000	0
International Community Health Services Dental Clinic	0	750,000	0	0
MOHAI/Lake Union Armory Design	0	225,000	0	0
National Union of Eritrean Women in Seattle	0	100,000	0	0
Nordic Heritage Museum	0	333,000	0	0
People Point	0	0	42,000	79,000
Preliminary Property Assessment-School District Sites	29,078	0	0	0
Puget Sound Industrial Excellence Center	0	300,000	0	0
Puget Sound Neighborhood Health Centers SE Family Dental Clinic	0	250,000	750,000	0
Rainier Vista Boys and Girls Club	0	500,000	250,000	0
School District Site Reserve	0	7,150,000	0	0
School Use Advisory Committee Consultant Service	0	130,000	130,000	130,000
Sound Transit Local Contribution - Sales Tax Offset	1,030,765	921,400	836,400	0
Webster Park Acquisition	0	1,000,000	0	0
Total	1,134,884	12,377,150	2,611,769	259,000

Support to Operating Funds Budget Control Level

Purpose Statement

The purpose of the Support to Operating Funds Budget Control Level is to appropriate General Subfund resources to support the operating costs of line departments that have their own operating funds. These appropriations are implemented as operating transfers to the funds or subfunds they support.

Program Expenditures

	2007	2008	2009	2010
	Actual	Adopted	Adopted	Endorsed
Drainage and Wastewater Fund	100,000	1,123,937	1,211,831	1,247,091
Engineering Services Fund	1,548,620	0	0	0
Firefighters Pension Fund	16,884,491	19,308,827	20,316,873	21,253,370
Housing Operating Fund-Supp to Op Fund	1,189,012	1,670,109	0	0
Human Services Operating Fund	47,905,708	52,056,319	54,723,372	54,436,029
Information Technology Fund	3,883,845	5,082,820	0	0
Library Fund	44,309,040	48,084,735	49,138,128	51,100,517
Low Income Housing Fund	0	4,950,000	719,364	0
Neighborhood Matching Subfund	3,181,550	3,665,857	3,314,344	3,611,570
Parks and Recreation Fund	35,479,119	39,617,152	47,015,560	50,006,491
Planning and Development Fund	10,054,227	10,880,178	10,179,507	10,740,517
Police Relief and Pension Fund	16,244,399	18,499,636	20,230,783	21,186,903
Seattle Center Fund	14,303,219	14,995,033	15,249,851	14,470,709
Solid Waste Fund	0	0	51,769	51,383
Transportation Fund	43,742,241	48,945,587	41,760,449	43,715,069
Water Fund	0	0	53,338	52,940
Total	238,825,471	268,880,191	263,965,168	271,872,590

Fleets and Facilities Department

Brenda Bauer, Director

Contact Information

Department Information Line: (206) 684-0484

City of Seattle General Information: (206) 684-2489 TTY: (206) 615-0476

On the Web at: <http://www.seattle.gov/fleetsfacilities/>

Department Description

The Fleets and Facilities Department (FFD) was created on January 1, 2001, as part of a reorganization of City government. The Fleets and Facilities Department has four major operating functions: Real Estate Services, Capital Programs, Facilities Operations, and Fleet Services.

The Real Estate Services division manages the City's non-utility real estate portfolio by addressing short- and long-term property interests. Staff handle sales, purchases, interdepartmental transfers, appraisals, and leases, and maintain a database of all City property.

The Capital Programs division oversees the design, construction, commissioning, and initial departmental occupancy of many City facilities. Staff plan and coordinate office remodeling projects and space changes. Staff from this division are responsible for implementation of the Fire Facilities and Emergency Response Levy program.

The Facility Operations division maintains many of the City's buildings, including office buildings, parking facilities, maintenance facilities, police and fire stations, and some community facilities. The division also operates the City's central warehousing function and City mailroom.

The Fleet Services division purchases, maintains, and repairs the City's vehicles and specialized equipment, including cars, light trucks, fire apparatus, and heavy equipment. The division also manages a centralized motor pool, and provides fuel for the City's fleet.

Policy and Program Changes

The 2009 Adopted Budget reflects substantial increases in the fleets area due to many factors: escalating fuel prices; the cost to purchase vehicles, including a large number of alternative fuel and renewable energy vehicles; and staff and related expenses necessary to meet the rising costs and higher volume of vehicle maintenance work performed by FFD. In particular, FFD's auto mechanic apprenticeship program is expanded to support staff succession planning.

Staff and related funding are added to meet the increased need for capital project administration and management of major projects in 2009 and 2010, the largest of which is planning for the possible construction of a new municipal jail. Other, smaller budget changes include increases to address higher inter-office and outgoing mail volume handled centrally for the City, the abrogation of a Building Operations Engineer for greater facilities management efficiency, added funding for contracted services such as specialized fuel pump maintenance, the transfer of an Equipment Servicer position between programs to better align staff with workload, and other technical and administrative changes.

City Council Provisos

There are no Council provisos.

Fleets and Facilities

	Summit	2007	2008	2009	2010
Appropriations	Code	Actual	Adopted	Adopted	Endorsed
Administration Budget Control Level	A1000	3,243,579	3,668,068	3,812,032	3,958,030
Facility Operations Budget Control Level	A3000	60,516,469	64,872,621	66,249,935	67,350,162
Fleet Services Budget Control Level					
Vehicle Fueling		7,253,811	6,254,772	9,740,093	9,976,306
Vehicle Leasing		18,453,134	15,826,847	19,785,562	20,745,021
Vehicle Maintenance		16,641,856	16,628,350	18,961,617	19,694,582
Fleet Services Budget Control Level	A2000	42,348,801	38,709,969	48,487,271	50,415,909
Judgment and Claims Budget Control Level	A4000	0	0	477,386	477,386
Technical Services Budget Control Level					
Capital Programs		2,379,911	2,881,687	3,290,403	3,411,402
Real Estate Services		1,620,917	1,964,213	2,196,145	2,111,664
Technical Services Budget Control Level	A3100	4,000,828	4,845,900	5,486,548	5,523,066
Department Total		110,109,676	112,096,558	124,513,172	127,724,552
Department Full-time Equivalents Total*		304.50	308.00	317.00	317.00

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

	2007	2008	2009	2010
Resources	Actual	Adopted	Adopted	Endorsed
General Subfund	0	0	3,873,297	3,932,585
Other	110,109,676	112,096,558	120,639,875	123,791,967
Department Total	110,109,676	112,096,558	124,513,172	127,724,552

Administration Budget Control Level

Purpose Statement

The purpose of the Administration Budget Control Level is to provide executive leadership and a range of planning and support functions, including policy and strategic analysis, budget development and monitoring, financial analysis and reporting, accounting services, information technology services, human resource services, office administration, and central departmental services such as contract review and legislative coordination. These functions promote solid business systems, optimal resource allocation, and compliance with Citywide financial, technology, and personnel policies.

Summary

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$144,000 for a net increase from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$144,000.

Expenditures/FTE	2007 Actual	2008 Adopted	2009 Adopted	2010 Endorsed
Administration	3,243,579	3,668,068	3,812,032	3,958,030
Full-time Equivalents Total*	33.00	33.00	33.00	33.00

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Facility Operations Budget Control Level

Purpose Statement

The purpose of the Facility Operations Budget Control Level is to manage most of the City's general government facilities, including the downtown civic campus, police precincts, fire stations, shops and yards, and several parking facilities. Functions include property management, environmental analysis, implementation of environmentally sustainable facility investments, facility maintenance and repair, janitorial services, security services, and event scheduling. The Facility Operations team is also responsible for warehouse and mail services throughout the City. These functions promote well-managed, clean, safe, and highly efficient buildings and grounds that house City employees and serve the public.

Summary

Increase budget by \$56,000 and add 1.0 FTE Delivery Worker to meet the increased volume and demand for City inter-office mail handling and distribution.

Increase budget by \$95,000 for higher postal costs due to FFD handling an increased volume of departments' outgoing mail.

Decrease budget by \$78,000 and abrogate 1.0 FTE Building Operations Engineer to achieve staffing efficiencies.

Increase budget by \$178,000 due to higher debt service costs.

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$1.126 million for a net increase from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$1.377 million.

Expenditures/FTE	2007 Actual	2008 Adopted	2009 Adopted	2010 Endorsed
Facility Operations	60,516,469	64,872,621	66,249,935	67,350,162
Full-time Equivalents Total*	98.00	99.00	99.00	99.00

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Fleets and Facilities

Fleet Services Budget Control Level

Purpose Statement

The purpose of the Fleet Services Budget Control Level is to provide fleet vehicles to City departments; assess and implement environmental initiatives related to both the composition of the City's fleet and the fuels that power it; actively manage and maintain the fleet; procure and distribute fuel including biodiesel; and operate a centralized motor pool. The goal of these functions is to create and support an environmentally responsible and cost-effective Citywide fleet that helps all City departments carry out their work as efficiently as possible.

Program Expenditures

	2007	2008	2009	2010
	Actual	Adopted	Adopted	Endorsed
Vehicle Fueling	7,253,811	6,254,772	9,740,093	9,976,306
Vehicle Leasing	18,453,134	15,826,847	19,785,562	20,745,021
Vehicle Maintenance	16,641,856	16,628,350	18,961,617	19,694,582
Total	42,348,801	38,709,969	48,487,271	50,415,909
Full-time Equivalents Total *	141.00	141.50	146.50	147.50

**FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Fleet Services: Vehicle Fueling

Purpose Statement

The purpose of the Vehicle Fueling Program is to procure, store, distribute, and manage various types of fuels, including alternative fuels such as biodiesel, for City departments and other local agencies.

Program Summary

Increase budget by \$145,000 for a fuel pump maintenance contract with an outside vendor.

Increase budget by \$3.237 million for increased fuel costs.

Decrease budget by \$62,000 and transfer out 1.0 FTE Equipment Servicer to the Vehicle Maintenance Program.

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$166,000 for a net program increase from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$3.486 million.

	2007	2008	2009	2010
Expenditures/FTE	Actual	Adopted	Adopted	Endorsed
Vehicle Fueling	7,253,811	6,254,772	9,740,093	9,976,306
Full-time Equivalents Total*	3.00	3.00	2.00	2.00

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Fleet Services: Vehicle Leasing

Purpose Statement

The purpose of the Vehicle Leasing Program is to specify, engineer, purchase, and dispose of vehicles and equipment on behalf of other City departments and local agencies. This program administers the lease program by which these FFD-procured vehicles are provided to City departments and other agencies. The program also provides motor pool services, and houses fleet administration and environmental stewardship functions.

Program Summary

Increase budget by \$6,000 for increased Compressed Natural Gas vehicle permit fees and related work.

Increase budget by \$3.9 million to cover the cost of anticipated vehicle purchases.

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$53,000 for a net program increase from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$3.959 million.

Expenditures/FTE	2007	2008	2009	2010
	Actual	Adopted	Adopted	Endorsed
Vehicle Leasing	18,453,134	15,826,847	19,785,562	20,745,021
Full-time Equivalents Total*	12.00	12.50	12.50	12.50

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Fleet Services: Vehicle Maintenance

Purpose Statement

The purpose of the Vehicle Maintenance Program is to provide vehicle and equipment outfitting, preventive maintenance, repairs, parts delivery, and related services in a safe, rapid, and prioritized manner.

Program Summary

Increase budget by \$887,000 for additional warehouse parts and inventory purchases due to increased fleet size and increased prices.

Increase budget by \$62,000 and transfer in 1.0 FTE Equipment Servicer from the Vehicle Fueling Program.

Increase budget by \$747,000, 2.0 FTE Auto Mechanics and 3.0 FTE Auto Mechanic Apprentices, and fund 3.0 FTE existing un-funded Auto Mechanic positions to respond to increased fleet maintenance needs.

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$637,000 for a net program increase from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$2.333 million.

Expenditures/FTE	2007	2008	2009	2010
	Actual	Adopted	Adopted	Endorsed
Vehicle Maintenance	16,641,856	16,628,350	18,961,617	19,694,582
Full-time Equivalents Total*	126.00	126.00	132.00	133.00

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Fleets and Facilities

Judgment and Claims Budget Control Level

Purpose Statement

The Judgment and Claims Budget Control Level pays for judgments, settlements, claims, and other eligible expenses associated with legal claims and suits against the City. Premiums are based on average percentage of Judgment/Claims expenses incurred by the Department over the previous five years.

	2007	2008	2009	2010
Expenditures	Actual	Adopted	Adopted	Endorsed
Judgment and Claims	0	0	477,386	477,386

Technical Services Budget Control Level

Purpose Statement

The purpose of the Technical Services Budget Control Level is to manage most of the City's non-utility real estate portfolio, and plan and administer FFD's Capital Improvement Program. These functions help assure that the City buys, sells, and manages its real property assets in a strategic fashion. The division also attempts to ensure that the City develops and preserves its facilities to provide high-quality and environmentally sustainable capital facilities for City staff and functions.

Program Expenditures

	2007	2008	2009	2010
	Actual	Adopted	Adopted	Endorsed
Capital Programs	2,379,911	2,881,687	3,290,403	3,411,402
Real Estate Services	1,620,917	1,964,213	2,196,145	2,111,664
Total	4,000,828	4,845,900	5,486,548	5,523,066
Full-time Equivalents Total *	32.50	34.50	38.50	37.50

**FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Technical Services: Capital Programs

Purpose Statement

The purpose of the Capital Programs Program is to provide for the design, construction, commissioning, and initial departmental occupancy of many City facilities. Functions include environmental design, space planning, and project planning and management in support of FFD's Capital Improvement Program. This program also includes the Fire Facilities and Emergency Response Levy, asset preservation and renovation projects, and other major development projects.

Program Summary

Increase budget by \$285,000, 2.0 FTE Assistant Capital Projects Coordinators and 1.0 FTE Finance Analyst to address increased capital project planning and management needs.

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$124,000 for a net program increase from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$409,000.

	2007	2008	2009	2010
Expenditures/FTE	Actual	Adopted	Adopted	Endorsed
Capital Programs	2,379,911	2,881,687	3,290,403	3,411,402
Full-time Equivalents Total*	20.00	22.00	25.00	25.00

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Technical Services: Real Estate Services

Purpose Statement

The purpose of the Real Estate Services Program is to provide centralized services for acquisition, disposition, and strategic management of most of the City's non-utility real estate portfolio. Functions include appraisals, sales, purchases, interdepartmental transfers, lease negotiation, and maintenance of a database of all City property.

Program Summary

Increase budget by \$106,000 and 1.0 FTE Strategic Advisor 2, P&FM, to address increased capital project siting needs.

Increase budget by \$50,000 to add funding for additional office space planning for the Department of Parks and Recreation.

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$76,000 for a net program increase from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$232,000.

Expenditures/FTE	2007 Actual	2008 Adopted	2009 Adopted	2010 Endorsed
Real Estate Services	1,620,917	1,964,213	2,196,145	2,111,664
Full-time Equivalents Total*	12.50	12.50	13.50	12.50

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Fleets and Facilities

2009 - 2010 Estimated Revenues for the Fleets and Facilities Fund

Summit Code	Source	2007 Actuals	2008 Adopted	2009 Adopted	2010 Endorsed
433010	Federal Grants	49,058	0	0	0
434010	State Grants	7,892	0	0	0
437010	Interlocal Grants	0	50,000	0	0
439090	Miscellaneous Fees and Charges	76,195	0	0	0
441990	Other General Governmental Service Fees	33,729	0	0	0
444300	Vehicle and Equipment Repair Charges	237,636	236,433	292,655	304,306
444500	Fuel Sales	851,823	850,255	923,426	954,974
461110	Interest Earnings - Residual Cash	857,645	500,000	430,750	430,750
461900	Other Interest Earnings	991	0	0	0
462190	Other Equipment/Vehicle Rentals	10,426	17,063	13,062	13,454
462250	Vehicle Equipment Leases	735,215	769,299	939,188	979,488
462300	Parking Fees - Private at SeaPark Garage	1,083,751	1,270,000	1,076,809	1,099,707
462300	Parking Fees - Private at SMT Garage	1,376,392	1,021,084	1,214,275	1,240,096
462500	Bldg/Other Space Rent Charge - Private at AWC	983,009	957,036	1,188,797	1,244,451
462500	Bldg/Other Space Rent Charge - Private at City Hall	0	0	59,628	61,417
462500	Bldg/Other Space Rent Charge - Private at SMT	2,141,422	534,427	2,016,840	2,047,077
462500	Bldg/Other Space Rent Charge - Private Misc	12,308	0	169,000	174,070
462900	Other Rents and Use Charges	19,677	0	0	0
469990	Other Miscellaneous Revenues	205,681	51,000	68,000	69,768
479010	Private Capital Fees/Contributions/Grants	85,369	0	0	0
541490	IF Administrative Fees and Charges	334,359	360,474	0	0
541921	IF Property Management Service Charges	303,596	515,741	687,250	660,504
541930	IF Custodial/Janitorial/Security	349,850	450,000	450,000	450,000
541960	IF Personnel Service Charges	27,826	0	0	0
542830	IF Mail Messenger Charges	53,455	0	115,797	118,808
542831	IF ALLOC Mail Messenger Charges - Departments	164,555	169,491	286,952	295,571
542831	IF ALLOC Mail Messenger Charges - GF	219,067	225,639	257,383	265,115
543210	IF Architect/Engineering Services - Capital Programs	2,749,875	2,939,520	3,495,670	3,495,670
543210	IF Architect/Engineering Services - CRTI	3,914,431	1,600,000	3,378,000	3,500,000
544300	IF Vehicle and Equipment Repair	8,350,754	8,568,767	10,373,249	10,786,221
544500	IF Fuel Sales	6,758,330	7,846,890	9,008,386	9,274,793
548921	IF ALLOC Warehousing Charges - Departments	1,669,055	1,572,758	1,415,204	1,457,660
548921	IF ALLOC Warehousing Charges - General Fund	33,228	30,593	15,857	16,333
548922	IF ALLOC Real Estate Svc Chrgrs - Departments	651,252	631,963	529,351	545,232

Fleets and Facilities

2009 - 2010 Estimated Revenues for the Fleets and Facilities Fund

Summit Code	Source	2007 Actuals	2008 Adopted	2009 Adopted	2010 Endorsed
548922	IF ALLOC Real Estate Svc Chrgs - GF	1,072,605	1,101,370	1,192,332	1,176,602
560300	IF Reimbursement - Bldg Improv	173,952	0	0	0
562150	IF Motorpool Rental Charges	469,250	520,378	589,005	606,674
562250	IF Vehicle and Equipment Lease	19,358,616	21,239,478	22,628,297	23,251,960
562300	IF Parking Fees - SeaPark Garage	405,231	412,524	398,915	410,882
562300	IF Parking Fees - SMT	402,905	0	449,840	463,335
562500	IF Building/Other Space Rental	3,270,086	5,180,768	5,031,526	5,182,472
562510	IF ALLOC Rent-Bldg/Other Space	50,426,284	51,484,481	50,311,612	51,820,960
562510	IF ALLOC Rent-Bldg/Other Space - GF for Small Depts	1,702,212	1,709,028	1,665,804	1,715,778
569990	IF Other Misc Rev - Accounting	97,087	104,375	75,850	102,391
569990	IF Other Misc Rev - Facilities	417,196	0	470,000	470,000
569990	IF Other Misc Rev - Fleet	3,674,432	0	170,000	170,000
569990	IF Other Misc Rev - Variable Rate Debt Service	360,030	359,522	0	0
569990	IF Other Misc Rev from GF - Civic Center Event Management	136,990	141,100	144,666	148,138
569990	IF Other Misc Rev from GF - Concert Hall	364,820	374,671	334,326	351,074
569990	IF Other Misc Rev from GF - Emergency Shelter Operating Costs	30,900	31,827	32,655	33,438
569990	IF Other Misc Rev from GF - Garden of Remembrance	133,035	136,626	160,477	168,501
569990	IF Other Misc Rev from GF - MOB	40,000	40,000	40,000	40,000
569990	IF Other Misc Rev from GF - Resource Conservation	100,000	162,000	0	0
569990	IF Other Misc Rev from GF - Variable Rate Debt Service	328,917	329,007	0	0
Total Revenues		117,312,399	114,495,588	122,100,834	125,597,670
379100	Use of (Contribution to) Fund Balance	(7,202,723)	(2,399,030)	5,790,338	5,626,882
Total Resources		110,109,676	112,096,558	127,891,172	131,224,552

Fleets and Facilities

Fleets and Facilities Fund

	2007 Actuals	2008 Adopted	2009 Adopted	2010 Endorsed
Beginning Fund Balance	15,377,480	5,195,086	11,180,845	5,390,506
Accounting and Technical Adjustments	1,748,051	0	0	0
Plus: Actual and Estimated Revenue	117,312,399	114,495,588	122,100,834	125,597,670
Less: Actual and Budgeted Expenditures	110,109,676	112,096,558	124,513,172	127,724,552
Less: Capital Improvements	3,914,431	1,600,000	3,378,000	3,500,000
Ending Fund Balance	20,413,823	5,994,116	5,390,506	(236,376)
Continuing Appropriations	11,852,407	200,000	0	0
Reserved Accounts - Fleets	4,000,000	4,000,000	5,589,000	6,973,000
Reserved Accounts - Operations	500,000	500,000	1,230,000	1,274,000
Total Reserves	16,352,407	4,700,000	6,819,000	8,247,000
Ending Unreserved Fund Balance	4,061,416	1,294,116	(1,428,494)	(8,483,376)

Capital Improvement Program Highlights

The Fleets & Facilities Department (FFD) is responsible for building, operating, and maintaining general government facilities. Examples include the City's core public safety facilities, such as fire stations and police precincts, the City's vehicle maintenance shops and other support facilities, and the City's downtown office buildings. In addition, FFD maintains some of the community-based facilities owned by the City, such as senior centers and community service centers. The Department's 2009-2014 Adopted Capital Improvement Program (CIP) is FFD's plan for maintaining, renovating, expanding, and replacing its extensive inventory of buildings. The Department's CIP is financed by a variety of revenue sources, including the City's General Subfund, the Cumulative Reserve Subfund (including the Unrestricted, REET I, and FFD Asset Preservation subaccounts), voter approved levy proceeds, general obligation bonds, proceeds from property sales, and grants.

While FFD's CIP includes many projects, five major initiatives are especially noteworthy:

Municipal Jail: King County houses most City inmates under an intergovernmental agreement which expires in 2012. Because of the short timeline for the development of a new facility, FFD, in partnership with other jurisdictions, will begin the siting process and develop early design documents.

2003 Fire Facilities and Emergency Response Levy Program: A \$167 million property tax levy was approved by voters in November 2003. This levy, together with approximately \$117 million in other funding sources, funds more than 40 projects to improve the City's fire fighting and emergency response capabilities, including carrying out various emergency preparedness initiatives (for example, upgrading the City's water supply system for firefighting purposes); constructing new support facilities for the Fire Department (including a new joint training facility); constructing a new Emergency Operations Center and Fire Alarm Center; procuring two new fireboats and rehabilitating the Chief Seattle fireboat; and upgrading, renovating, or replacing most of the City's fire stations. FFD has completed seven levy program projects, worth \$91 million, including the two new fireboats and the Emergency Operations Center. These completed projects no longer appear in the CIP. In 2009, FFD expects to begin or be in construction on eleven neighborhood fire stations, continue design on five stations, and begin design work on five more.

North Precinct: FFD is identifying site alternatives for a new Seattle Police Department North Precinct Station and preparing a recommendation for a preferred site. The existing Station was built to accommodate about 115 personnel, with the maximum capacity of about 155. The Station now houses about 200 personnel. The existing facility cannot be modified to accommodate either current personnel or the growth expected over the next five years. In 2008, FFD began work to locate a site and completed basic programming for the development of a new Station. FFD is planning to lease space to relieve precinct crowding in the interim before the new Station is completed.

Replacement Marine Emergency Facilities: The Police Department's Harbor Patrol and the Fire Department's freshwater fireboat provide emergency rescue, law enforcement, and firefighting on the fresh water bodies surrounding Seattle. The Harbor Patrol deploys 10 patrol boats and 26 officers out of an 80 year-old facility originally planned for one patrol boat and nine officers. The existing facility has a failing roof, roof structure, and heating systems, and cannot be modified to adequately accommodate either the current personnel or future growth of the unit. The freshwater fireboat is currently dispatched from a dock and trailer at Fisherman's Terminal, relatively far from emergencies on Lake Union and Lake Washington. In 2009, FFD will be in pre-design on replacement of Harbor Patrol at the current site, and siting a new docking facility for the freshwater fireboat on Lake Union.

Asset Preservation Program: The Asset Preservation Program preserves and extends the useful life and operational capacity of existing FFD-managed facilities, and is funded by facility space rent paid by City departments. Typical work includes, but is not limited to: the repair and replacement of building envelope components, such as roofs, windows and exterior doors; the repair and replacement of core building

Fleets and Facilities

Capital Improvement Program Highlights

systems, such as HVAC equipment, water distribution systems, and electrical power distribution systems; and the repair and replacement of other equipment in the building due to age or prolonged substandard performance. Projects planned for 2009 include replacing aged and leaking roofs, replacing failing and substandard electrical and mechanical equipment, and replacing elevator equipment that is at the end of its useful service life.

Capital Improvement Program Appropriation

Budget Control Level	2009 Adopted	2010 Endorsed
Asset Preservation - Civic Core: A1AP1		
Cumulative Reserve Subfund, Asset Preservation Subaccount - Fleets and Facilities (00168)	475,000	300,000
Subtotal	475,000	300,000
Asset Preservation - Public Safety Facilities: A1AP6		
Cumulative Reserve Subfund, Asset Preservation Subaccount - Fleets and Facilities (00168)	605,000	480,000
Subtotal	605,000	480,000
Asset Preservation - Seattle Municipal Tower: A1AP2		
Cumulative Reserve Subfund, Asset Preservation Subaccount - Fleets and Facilities (00168)	2,045,000	2,220,000
Subtotal	2,045,000	2,220,000
Asset Preservation - Shops and Yards: A1AP4		
Cumulative Reserve Subfund, Asset Preservation Subaccount - Fleets and Facilities (00168)	595,000	720,000
Subtotal	595,000	720,000
Emergency Generators: A16173		
Cumulative Reserve Subfund - REET I Subaccount (00163)	415,000	0
Subtotal	415,000	0
Environmental Stewardship: A1GM3		
General Subfund	(3,400,000)	0
Subtotal	(3,400,000)	0
Garden of Remembrance: A51647		
Cumulative Reserve Subfund - Unrestricted Subaccount (00164)	22,000	22,000
Subtotal	22,000	22,000
General Government Facilities - General: A1GM1		
Fleets and Facilities Fund	3,500,000	3,500,000
Subtotal	3,500,000	3,500,000
Municipal Jail: A1PS3		
Municipal Jail Subfund	4,500,000	0
Subtotal	4,500,000	0

Fleets and Facilities

Capital Improvement Program Highlights

Budget Control Level	2009 Adopted	2010 Endorsed
Neighborhood Fire Stations: A1FL1		
2003 Fire Facilities Subfund	18,148,000	(2,832,000)
2010 Multipurpose LTGO Bond Fund	0	10,388,000
Cumulative Reserve Subfund - REET I Subaccount (00163)	10,244,000	13,060,000
Subtotal	28,392,000	20,616,000
Preliminary Engineering: A1GM4		
Cumulative Reserve Subfund - Unrestricted Subaccount (00164)	225,000	225,000
Subtotal	225,000	225,000
Public Safety Facilities - Fire: A1PS2		
Fleets and Facilities Fund	(122,000)	0
Subtotal	(122,000)	0
Public Safety Facilities - Police: A1PS1		
2009 Multipurpose LTGO Bond Fund	1,410,000	0
Cumulative Reserve Subfund - REET I Subaccount (00163)	145,000	223,000
Cumulative Reserve Subfund - Unrestricted Subaccount (00164)	255,000	0
Subtotal	1,810,000	223,000
 Total Capital Improvement Program Appropriation	 39,062,000	 28,306,000

Office of Hearing Examiner

Sue Tanner, Hearing Examiner

Contact Information

Department Information Line: (206) 684-0521

City of Seattle General Information: (206) 684-2489 TTY: (206) 615-0476

On the Web at: <http://www.seattle.gov/examiner/>

Department Description

The Office of Hearing Examiner is Seattle's quasi-judicial forum for reviewing factual and legal issues raised by the application of City Code requirements to specific people or property. As authorized by the Seattle Municipal Code, the Office conducts hearings and decides appeals in cases where citizens disagree with a decision made by a City agency. Many of the matters appealed to the Hearing Examiner relate to land use and environmental permit decisions and interpretations made by the Department of Planning and Development. The Hearing Examiner also hears appeals in many other subject areas and makes recommendations to the City Council on rezone petitions, major institution master plans, and other Council land-use actions. Pursuant to authority granted in 2004, the Hearing Examiner provides contract hearing examiner services to other local governments as well.

The Hearing Examiner, and Deputy Hearing Examiners appointed by the Hearing Examiner, handle all pre-hearing matters, regulate the conduct of hearings, and prepare decisions and recommendations based upon the hearing record and applicable law. The Code requires all examiners to be attorneys with training and experience in administrative hearings. The Hearing Examiner also appoints an administrative analyst to oversee the administrative areas of the office, a paralegal to assist with hearings and decision preparation, and an administrative specialist to support all other office positions and provide information to the public.

Policy and Program Changes

The 2009 Adopted Budget adds funding to support the reclassification of the Deputy Hearing Examiner.

City Council Provisos

There are no Council provisos.

Hearing Examiner

Appropriations	Summit	2007	2008	2009	2010
	Code	Actual	Adopted	Adopted	Endorsed
Office of Hearing Examiner Budget	V1X00	526,526	543,324	581,443	605,048
Control Level					
Department Total		526,526	543,324	581,443	605,048
Department Full-time Equivalents Total*		4.50	4.75	4.75	4.75

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Resources	2007	2008	2009	2010
	Actual	Adopted	Adopted	Endorsed
General Subfund	526,526	543,324	581,443	605,048
Department Total	526,526	543,324	581,443	605,048

Office of Hearing Examiner Budget Control Level

Purpose Statement

The purpose of the Office of Hearing Examiner Budget Control Level is to conduct fair and impartial hearings in all subject areas where the Seattle Municipal Code grants authority to do so (there are currently more than 50 subject areas) and to issue decisions and recommendations consistent with applicable ordinances.

Summary

Increase budget by \$6,000 for a salary increase for the Deputy Hearing Examiner required by the Personnel Department.

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$32,000 for a net increase from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$38,000.

	2007	2008	2009	2010
Expenditures/FTE	Actual	Adopted	Adopted	Endorsed
Office of Hearing Examiner	526,526	543,324	581,443	605,048
Full-time Equivalents Total*	4.50	4.75	4.75	4.75

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Department of Information Technology

Bill Schrier, Director & Chief Technology Officer

Contact Information

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City of Seattle General Information: (206) 684-2489 TTY: (206) 615-0476

On the Web at: <http://www.seattle.gov/doi/>

Department Description

The Department of Information Technology (DoIT) manages the City's information technology infrastructure and performs strategic information technology (IT) planning. The Department:

- Coordinates strategic technology direction for the City by developing common standards, architectures, and business solutions to deliver City services more efficiently and effectively;
- Builds and operates the City's communications and computing assets, which include the City's telephone, radio, and e-mail systems, and networks and servers; and
- Oversees and operates the City's government-access television station (the Seattle Channel) and Website, by providing new programming, live Web streaming, indexed videos on demand, and other interactive services aimed at improving access to government information and decision makers.

Policy and Program Changes

DoIT's 2009 Adopted Budget includes increases to upgrade older parts of the City's data network to the Uniform Data Services (UDS) model; to provide centralized, citywide project planning and management and implement an upgrade of the City's Microsoft Office software; to convert the City's e-mail system from Novell GroupWise to Microsoft Exchange/Outlook; to replace several of the City's computing and communications assets including the Regatta, Storage Area Network (SAN), mid-range computing storage, and Interactive Voice Response (IVR) system; and to create a citizen engagement portal.

City Council Provisos

The City Council adopted the following budget provisos:

Of the money appropriated for 2009 (and the money endorsed for 2010) for the Department of Information Technology (DoIT), no more than \$200,000 may be spent for planning, procurement, purchase, or implementation of a Constituent Relationship Management (CRM) system until authorized by future ordinance. Council anticipates that such authority will not be granted until DoIT and DEA present a report identifying: a) the CRM application proposed for purchase, b) the cost of purchasing the CRM application, and c) the cost of planning and implementing the CRM application citywide.

Of the appropriation for 2009 for the Department of Information Technology's (DoIT's) Office of Electronic Communications BCL, \$175,000 is appropriated (and of the amount endorsed for 2010, \$175,000 is expected to be appropriated) solely for the Citizen Engagement Portal Initiative and may be spent for no other purpose.

Of the money appropriated for 2009 for the Department of Information Technology's (DoIT's) Office of Electronic Communications BCL, \$175,000 may not be spent for the Citizen Engagement Portal Initiative until authorized by future ordinance. Council anticipates that such authority will not be granted until DoIT provides an initial, high-level proposal for how this Initiative will be implemented and how this funding will be spent.

Information Technology

Of the money appropriated for 2009 for the Department of Information Technology (DoIT) no more than \$94,000 may be spent for software licenses for the proposed email archiving system until authorized by future ordinance. Council anticipates that such authority will not be granted until DoIT and the Law Department:

1. Demonstrate that the City Clerk's Office and Legislative Department information technology staff have been actively engaged in the development of protocols for operation of the system; and
2. Present a plan to the City Council for the operation of the system that appropriately limits access to each City department's email, and accommodates email records management and archiving needs.

Information Technology

Appropriations	Summit Code	2007 Actual	2008 Adopted	2009 Adopted	2010 Endorsed
Finance and Administration Budget Control Level					
Finance and Administration		1,867,576	2,129,682	1,915,316	1,985,881
General and Administration		586,455	682,288	695,375	713,131
Finance and Administration Budget Control Level	D1100	2,454,031	2,811,970	2,610,691	2,699,012
Office of Electronic Communications Budget Control Level					
Citywide Web Team		1,780,784	1,864,792	2,173,015	2,242,891
Community Technology		665,617	929,180	1,109,259	1,142,842
Office of Cable Communications		1,338,266	1,523,304	1,379,830	1,425,576
Seattle Channel		3,335,247	3,041,381	3,403,556	3,272,447
Office of Electronic Communications Budget Control Level	D4400	7,119,915	7,358,657	8,065,660	8,083,756
Technology Infrastructure Budget Control Level					
Communications Shop		1,607,032	1,560,876	1,622,560	1,678,516
Data Network Services		2,579,176	3,374,208	4,064,234	4,285,024
Enterprise Computing Services		4,961,706	6,207,155	8,297,493	8,593,243
Messaging, Collaboration and Directory Services		1,032,961	1,165,503	1,646,752	1,703,910
Mid-Range Computing Services		1,538,078	1,630,673	0	0
Radio Network		3,077,124	10,284,851	2,405,619	5,736,348
Service Desk		1,297,255	1,334,680	1,427,449	1,480,254
Technical Support Services		1,928,519	2,019,133	2,091,405	2,167,954
Technology Engineering and Project Management		5,323,594	3,249,413	11,015,606	7,350,860
Technology Infrastructure Grants		1,572,908	0	815,181	0
Telephone Services		8,446,413	7,804,898	10,047,363	10,426,611
Warehouse		1,675,429	2,336,127	2,412,038	2,475,733
Technology Infrastructure Budget Control Level	D3300	35,040,196	40,967,516	45,845,699	45,898,454
Technology Leadership and Governance Budget Control Level					
Citywide Technology Leadership and Governance		2,006,884	4,791,609	2,430,825	2,492,708
Law, Safety, and Justice		0	23,850	24,258	24,889
Technology Leadership and Governance Budget Control Level	D2200	2,006,884	4,815,460	2,455,083	2,517,597
Department Total		46,621,026	55,953,602	58,977,134	59,198,819
Department Full-time Equivalents Total*		216.00	217.00	216.00	216.00

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Information Technology

Resources	2007 Actual	2008 Adopted	2009 Adopted	2010 Endorsed
General Subfund	3,883,849	5,082,820	0	0
Other	42,737,177	50,870,782	3,357,440	3,388,635
Department Total	46,621,026	55,953,602	55,619,694	55,810,184

Information Technology

Finance and Administration Budget Control Level

Purpose Statement

The purpose of the Finance and Administration Budget Control Level is to provide administrative, contracting, finance, budget, and accounting services (planning, control, analysis, and consulting) to the Department.

Program Expenditures	2007	2008	2009	2010
	Actual	Adopted	Adopted	Endorsed
Finance and Administration	1,867,576	2,129,682	1,915,316	1,985,881
General and Administration	586,455	682,288	695,375	713,131
Total	2,454,031	2,811,970	2,610,691	2,699,012
Full-time Equivalents Total *	22.00	23.00	18.00	18.00

**FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Finance and Administration: Finance and Administration

Purpose Statement

The purpose of the Finance and Administration Program is to provide contracting, finance, budget, and accounting services (planning, control, analysis, and consulting) to the Department.

Program Summary

Reduce the budget by \$56,000 and abrogate 1.0 FTE Accounting Technician II-BU to assist in balancing the overall General Fund budget.

Reduce the budget by \$236,000 and transfer out 1.0 FTE Administrative Specialist I-BU, 1.0 FTE Administrative Specialist II-BU, 1.0 FTE Administrative Specialist III-BU, and 1.0 FTE Office/Maintenance Aide as part of a departmentwide reorganization designed to better meet the needs of the Department and external customers. This reorganization moves positions and budget authority within the Department, but does not increase the Department's overall number of positions and budget authority.

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$78,000 for a net program reduction from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$214,000.

Expenditures/FTE	2007	2008	2009	2010
	Actual	Adopted	Adopted	Endorsed
Finance and Administration	1,867,576	2,129,682	1,915,316	1,985,881
Full-time Equivalents Total*	22.00	23.00	18.00	18.00

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Finance and Administration: General and Administration

Purpose Statement

The purpose of the General and Administration Program is to provide general administrative services and supplies to the department's internal programs.

Program Summary

There are no substantive changes from the 2008 Adopted Budget.

	2007	2008	2009	2010
Expenditures	Actual	Adopted	Adopted	Endorsed
General and Administration	586,455	682,288	695,375	713,131

Information Technology

Office of Electronic Communications Budget Control Level

Purpose Statement

The purpose of the Office of Electronic Communications Budget Control Level is to operate the Seattle Channel, Cable Office, Web sites, and related programs so that technology delivers services and information to residents, businesses, visitors, and employees in an effective way.

Program Expenditures

	2007	2008	2009	2010
	Actual	Adopted	Adopted	Endorsed
Citywide Web Team	1,780,784	1,864,792	2,173,015	2,242,891
Community Technology	665,617	929,180	1,109,259	1,142,842
Office of Cable Communications	1,338,266	1,523,304	1,379,830	1,425,576
Seattle Channel	3,335,247	3,041,381	3,403,556	3,272,447
Total	7,119,915	7,358,657	8,065,660	8,083,756
Full-time Equivalents Total *	41.00	41.00	41.00	41.00

**FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Office of Electronic Communications: Citywide Web Team

Purpose Statement

The purpose of the Citywide Web Team Program is to provide leadership in using Web technology and a Web presence for residents, businesses, visitors, and employees so that they have 24-hour access to relevant information and City services.

Program Summary

Increase the budget by \$175,000 and add 1.0 FTE Information Technology Professional A, Exempt, to create a citizen engagement portal. A citizen engagement portal consists of new online services and tools intended to improve civic engagement and customer service. Features of the portal include an electronic polling system and a single sign-on system, which would allow a constituent to sign-on once to access a variety of online City services.

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$133,000 for a net program increase from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$308,000.

	2007	2008	2009	2010
Expenditures/FTE	Actual	Adopted	Adopted	Endorsed
Citywide Web Team	1,780,784	1,864,792	2,173,015	2,242,891
Full-time Equivalents Total*	13.25	13.25	14.25	14.25

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Information Technology

Office of Electronic Communications: Community Technology

Purpose Statement

The purpose of the Community Technology Program is to provide leadership, education, and funding so that all residents have access to computer technology and online information.

Program Summary

Increase the budget by \$75,000 to increase the pool of money available to be awarded through the City's Technology Matching Fund grant program.

Increase the budget by \$63,000 to extend computer lab hours at the Delridge and Garfield Community Centers, and, if funding allows, to extend hours at computer labs at other community centers.

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$42,000 for a net program increase from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$180,000.

	2007	2008	2009	2010
Expenditures/FTE	Actual	Adopted	Adopted	Endorsed
Community Technology	665,617	929,180	1,109,259	1,142,842
Full-time Equivalents Total*	4.25	4.25	4.25	4.25

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Office of Electronic Communications: Office of Cable Communications

Purpose Statement

The purpose of the Office of Cable Communications Program is to negotiate with and regulate private cable communications providers so that residents receive high-quality and reasonably priced services.

Program Summary

Reduce the budget by \$219,000 and abrogate 1.0 FTE Management Systems Analyst, Sr., and 1.0 FTE Strategic Advisor 3, Information Technology, to assist in balancing the overall General Fund budget.

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$76,000 for a net program reduction from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$143,000.

	2007	2008	2009	2010
Expenditures/FTE	Actual	Adopted	Adopted	Endorsed
Office of Cable Communications	1,338,266	1,523,304	1,379,830	1,425,576
Full-time Equivalents Total*	6.25	6.25	4.25	4.25

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Office of Electronic Communications: Seattle Channel

Purpose Statement

The purpose of the Seattle Channel Program is to inform and engage residents in Seattle's governmental, civic, and cultural affairs by using television, the Web, and other media in compelling ways.

Program Summary

Add 1.0 FTE Video Specialist II to perform senior-level video production duties at the Seattle Channel. The Department offsets the entire cost of this position by redirecting the budget for an outside contractor who previously performed this work.

Increase the budget by \$35,000 to produce the 2009 Video Voters' Guide on behalf of the Seattle Ethics and Elections Commission. The Video Voters' Guide, released every two years in conjunction with City elections, features recorded messages from candidates and representatives of ballot issues.

Increase the budget by \$250,000 to replace various pieces of capital equipment at the Seattle Channel including the digital video server, main routing system, studio control components, and asset management system. Replacement of this equipment will help the Seattle Channel convert its programming to an all-digital format.

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$77,000 for a net program increase from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$362,000.

Expenditures/FTE	2007 Actual	2008 Adopted	2009 Adopted	2010 Endorsed
Seattle Channel	3,335,247	3,041,381	3,403,556	3,272,447
Full-time Equivalents Total*	17.25	17.25	18.25	18.25

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Information Technology

Technology Infrastructure Budget Control Level

Purpose Statement

The purpose of the Technology Infrastructure Budget Control Level is to build and operate the City's corporate communications and computing assets so that the City can manage information more effectively, deliver services more efficiently, and make well-informed decisions.

Program Expenditures

	2007 Actual	2008 Adopted	2009 Adopted	2010 Endorsed
Communications Shop	1,607,032	1,560,876	1,622,560	1,678,516
Data Network Services	2,579,176	3,374,208	4,064,234	4,285,024
Enterprise Computing Services	4,961,706	6,207,155	8,297,493	8,593,243
Messaging, Collaboration and Directory Services	1,032,961	1,165,503	1,646,752	1,703,910
Mid-Range Computing Services	1,538,078	1,630,673	0	0
Radio Network	3,077,124	10,284,851	2,405,619	5,736,348
Service Desk	1,297,255	1,334,680	1,427,449	1,480,254
Technical Support Services	1,928,519	2,019,133	2,091,405	2,167,954
Technology Engineering and Project Management	5,323,594	3,249,413	11,015,606	7,350,860
Technology Infrastructure Grants	1,572,908	0	815,181	0
Telephone Services	8,446,413	7,804,898	10,047,363	10,426,611
Warehouse	1,675,429	2,336,127	2,412,038	2,475,733
Total	35,040,196	40,967,516	45,845,699	45,898,454
Full-time Equivalents Total *	138.00	138.00	138.00	138.00

*FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.

Technology Infrastructure: Communications Shop

Purpose Statement

The purpose of the Communications Shop Program is to install, maintain, and repair the dispatch radio infrastructure and mobile and portable radios for City departments and other regional agencies for common, cost-effective communications.

Program Summary

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$62,000 for a net program increase from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$62,000.

Expenditures/FTE	2007 Actual	2008 Adopted	2009 Adopted	2010 Endorsed
Communications Shop	1,607,032	1,560,876	1,622,560	1,678,516
Full-time Equivalents Total*	12.00	12.00	12.00	12.00

* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.

Technology Infrastructure: Data Network Services

Purpose Statement

The purpose of the Data Network Services Program is to provide data communications infrastructure and related services to City employees so that they may send and receive electronic data in a cost-effective manner, and so residents may electronically communicate with City staff and access City services.

Program Summary

Increase the budget by \$200,000 to upgrade older parts of the City's data network infrastructure to the Uniform Data Services (UDS) model. The UDS model provides a more stable and reliable environment for data communications.

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$490,000 for a net program increase from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$690,000.

Expenditures/FTE	2007 Actual	2008 Adopted	2009 Adopted	2010 Endorsed
Data Network Services	2,579,176	3,374,208	4,064,234	4,285,024
Full-time Equivalents Total*	13.00	13.00	13.00	13.00

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Information Technology

Technology Infrastructure: Enterprise Computing Services

Purpose Statement

The purpose of the Enterprise Computing Services Program is to provide a reliable production computing environment that allows departments to effectively operate their technology applications, operating systems, and servers.

Program Summary

Increase the budget by \$1.28 million and transfer in 5.0 FTE Information Technology Professional B and 1.0 FTE Information Technology Professional C from Mid-Range Computing Services; 1.0 FTE Manager 2, Information Technology, from Technical Support Services; 0.8 FTE Executive 3 and 0.8 FTE Management Systems Analyst, Sr., from Messaging, Collaboration and Directory Services; Mid-Range Computing Services; Technical Support Services; and Service Desk (0.2 FTE from each program); and transfer out 0.4 FTE Information Technology Professional A, Exempt, as part of a departmentwide reorganization designed to better meet the needs of the Department and external customers. This reorganization moves positions and budget authority within the Department, but does not increase the Department's overall number of positions and budget authority.

Increase the budget by \$1.94 million to fund the purchase of, and the debt service payments on, bonds issued to replace the Regatta, Storage Area Network (SAN), and mid-range computing storage. These pieces of equipment, which run and provide storage for critical software applications such as Summit, have reached the end of their useful lives and need to be replaced.

Reduce the budget by \$1.12 million for debt service payments that end in 2008.

Citywide adjustments to labor and other operating costs due to inflation reduce the budget by \$11,000 for a net program increase from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$2.10 million.

	2007	2008	2009	2010
Expenditures/FTE	Actual	Adopted	Adopted	Endorsed
Enterprise Computing Services	4,961,706	6,207,155	8,297,493	8,593,243
Full-time Equivalents Total*	18.80	18.80	27.00	27.00

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Information Technology

Technology Infrastructure: Messaging, Collaboration and Directory Services

Purpose Statement

The purpose of the Messaging, Collaboration and Directory Services Program is to provide, operate, and maintain an infrastructure for e-mail, calendar, directory, and related services to City employees and the general public so that they can communicate and obtain City services.

Program Summary

Increase the budget by \$419,000 and transfer in 2.0 FTE Information Technology Professional B from Mid-Range Computing Services and 0.8 FTE Information Technology Professional A, Exempt, from Enterprise Computing Services; Mid-Range Computing Services; Technical Support Services; and Service Desk (0.2 FTE from each program) and transfer out 0.2 FTE Executive 3; 0.2 FTE Information Technology Professional A, Exempt; and 0.2 FTE Management Systems Analyst, Sr., as part of a departmentwide reorganization designed to better meet the needs of the Department and external customers. This reorganization moves positions and budget authority within the Department, but does not increase the Department's overall number of positions and budget authority.

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$63,000 for a net program increase from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$481,000.

	2007	2008	2009	2010
Expenditures/FTE	Actual	Adopted	Adopted	Endorsed
Messaging, Collaboration and Directory Services	1,032,961	1,165,503	1,646,752	1,703,910
Full-time Equivalents Total*	8.80	8.80	11.00	11.00

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Technology Infrastructure: Mid-Range Computing Services

Purpose Statement

The purpose of the Mid-Range Computing Services Program is to provide, operate, and maintain servers so that the City and individual departments have a reliable client-server environment for providing services to other government entities and to the general public.

Program Summary

Reduce the budget by \$1.63 million and transfer out the entire staff of Mid-Range Computing Services: 0.2 FTE Executive 3; 1.4 FTE Information Technology Professional A; 7.0 FTE Information Technology Professional B, 2.0 FTE Information Technology Professional C; and 0.2 Management Systems Analyst, Sr., as part of a departmentwide reorganization designed to better meet the needs of the Department and external customers. This reorganization moves positions and budget authority within the Department, but does not increase the Department's overall number of positions and budget authority.

	2007 Actual	2008 Adopted	2009 Adopted	2010 Endorsed
Expenditures/FTE				
Mid-Range Computing Services	1,538,078	1,630,673	0	0
Full-time Equivalents Total*	10.80	10.80	0.00	0.00

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Technology Infrastructure: Radio Network

Purpose Statement

The purpose of the Radio Network Program is to provide dispatch radio communications and related services to City departments and other regional agencies so that they have a highly available means for mobile communications.

Program Summary

Reduce the budget by \$7.88 million to reflect a one-time appropriation in 2008 for the 800 MHz radio network rebanding effort.

Redirect \$804,000 in the budget for capital assets related to the 800 MHz Radio Network Program, a project in the Department's Capital Improvement Program (CIP). This action does not change the overall budget authority for the program, but rather designates the budget authority as being specifically for a CIP project.

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$37,000 for a net program reduction from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$7.88 million.

	2007 Actual	2008 Adopted	2009 Adopted	2010 Endorsed
Expenditures/FTE				
Radio Network	3,077,124	10,284,851	2,405,619	5,736,348
Full-time Equivalents Total*	1.00	1.00	1.00	1.00

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Technology Infrastructure: Service Desk

Purpose Statement

The purpose of the Service Desk Program is to provide an initial point of contact for technical support, problem analysis and resolution, and referral services for customers in non-utility departments.

Program Summary

Increase the budget by \$31,000, transfer in 1.0 FTE Management Systems Analyst from Technology Engineering and Project Management and 0.8 FTE Information Technology Professional A, Exempt, from Enterprise Computing Services; Messaging, Collaboration and Directory Services; Mid-Range Computing Services, and Technical Support Services (0.2 FTE from each program) and transfer out 0.2 FTE Executive 3, 0.2 FTE Information Technology Professional A, 1.0 Information Technology Systems Analyst, and 0.2 Management Systems Analyst, Sr., as part of a departmentwide reorganization designed to better meet the needs of the Department and external customers. This reorganization moves positions and budget authority within the Department, but does not increase the Department's overall number of positions and budget authority.

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$62,000 for a net program increase from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$93,000.

Expenditures/FTE	2007	2008	2009	2010
	Actual	Adopted	Adopted	Endorsed
Service Desk	1,297,255	1,334,680	1,427,449	1,480,254
Full-time Equivalents Total*	12.80	12.80	13.00	13.00

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Information Technology

Technology Infrastructure: Technical Support Services

Purpose Statement

The purpose of the Technical Support Services Program is to provide, operate, and maintain personal computer services for City employees so that they have a reliable computing environment to conduct City business and to provide services to other government entities and the public.

Program Summary

Reduce the budget by \$17,000 and transfer in 1.0 FTE Information Technology Systems Analyst from Service Desk and 1.0 FTE Information Technology Professional C from Mid-Range Computing Services and transfer out 1.0 FTE Manager 2, Information Technology; 0.2 FTE Executive 3; 0.2 FTE Management Systems Analyst, Sr.; and 0.4 Information Technology Professional A, Exempt, as part of a departmentwide reorganization designed to better meet the needs of the Department and external customers. This reorganization moves positions and budget authority within the Department, but does not increase the Department's overall number of positions and budget authority.

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$89,000 for a net program increase from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$72,000.

Expenditures/FTE	2007	2008	2009	2010
	Actual	Adopted	Adopted	Endorsed
Technical Support Services	1,928,519	2,019,133	2,091,405	2,167,954
Full-time Equivalents Total*	16.80	16.80	17.00	17.00

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Technology Infrastructure: Technology Engineering and Project Management

Purpose Statement

The purpose of the Technology Engineering and Project Management Program is to engineer communications systems and networks, to manage large technology infrastructure projects for City departments, and to facilitate reliable and cost-effective communications and technology.

Program Summary

Reduce the budget by \$89,000 and transfer out 1.0 FTE Management Systems Analyst as part of a departmentwide reorganization designed to better meet the needs of the Department and external customers. This reorganization moves positions and budget authority within the Department, but does not increase the Department's overall number of positions and budget authority.

Add 1.0 FTE Information Technology Professional B to provide operations and maintenance work for the fiber program. The Department offsets the entire cost of this position by redirecting the budget for an outside contractor who previously performed this work.

Increase the budget by \$2.38 million to install additional fiber optic lines throughout the city. The Department coordinates this effort on behalf of a regional partnership with other public agencies such as Seattle Public Schools.

Increase the budget by \$580,000 in 2009 and \$249,000 in 2010 to pay for centralized planning and project management costs to upgrade the City's desktop computers to Microsoft Office 2007. Departments have been asked to absorb their own costs for the software upgrade using existing resources.

Increase the budget by \$4.40 million in 2009 and \$503,000 in 2010 to convert the City's e-mail system from Novell GroupWise to Microsoft Outlook/Exchange. The e-mail conversion project, referred to as the GroupWise to Exchange Migration (GEM) project, will convert approximately 11,700 e-mail accounts during 2009 and 2010.

Increase the budget by \$600,000 in 2009 and \$300,000 in 2010 to purchase e-mail archiving software. When implemented, the software will help the City comply with electronic discovery and public records requests by allowing users to centrally store and retain archived e-mails.

Increase the budget by \$670,000 in 2009 and \$150,000 in 2010 to purchase a Constituent Relationship Management (CRM) application for the City and to acquire related consultant services for planning and implementation. A CRM application will allow the City to more comprehensively track customer service requests.

Increase the budget by \$145,000 for debt service payments on bonds issued for the GEM, e-mail archiving software, and CRM application projects.

Citywide adjustments to labor and other operating costs due to inflation decrease the budget by \$920,000 for a net program increase from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$7.77 million.

Information Technology

Expenditures/FTE	2007 Actual	2008 Adopted	2009 Adopted	2010 Endorsed
Technology Engineering and Project Management	5,323,594	3,249,413	11,015,606	7,350,860
Full-time Equivalents Total*	7.00	7.00	7.00	7.00

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Technology Infrastructure: Technology Infrastructure Grants

Purpose Statement

The purpose of the Technology Infrastructure Grants Program is to display expenditures related to technology projects funded by City and non-City sources and where appropriations for such projects are often made outside of the budget book.

Program Summary

Increase the budget by \$815,000 to fund training, contingency, and equipment as part of the design and construction of a next-generation voice and radio switch for the Puget Sound region. When completed, the switch will provide improved interoperability for radio and data networks used by public safety agencies in King, Pierce, and Snohomish Counties.

Expenditures	2007 Actual	2008 Adopted	2009 Adopted	2010 Endorsed
Technology Infrastructure Grants	1,572,908	0	815,181	0

Technology Infrastructure: Telephone Services

Purpose Statement

The purpose of the Telephone Services Program is to provide, operate, and maintain a telecommunications infrastructure, and to provide related services to City employees so that they have a highly available means of communication.

Program Summary

Increase the budget by \$920,000 to fund the purchase of and the debt service payments on bonds issued to replace the City's current Interactive Voice Response (IVR) system, which is more than 11 years old and is no longer supported by its manufacturer. Several departments use IVR to interact with customers who make service and other requests by phone. A new IVR system will provide additional capabilities such as voice recognition.

Increase the budget by \$600,000 to reflect the increased costs for cellular and Blackberry services that DoIT bills its customer departments.

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$722,000 for a net program increase from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$2.24 million.

Expenditures/FTE	2007	2008	2009	2010
	Actual	Adopted	Adopted	Endorsed
Telephone Services	8,446,413	7,804,898	10,047,363	10,426,611
Full-time Equivalents Total*	32.00	32.00	32.00	32.00

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Technology Infrastructure: Warehouse

Purpose Statement

The purpose of the Warehouse Program is to acquire, store, and distribute telephone, computing, data communications, and radio components to the department so that equipment is available when requested.

Program Summary

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$76,000 for a net program increase from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$76,000.

Expenditures/FTE	2007	2008	2009	2010
	Actual	Adopted	Adopted	Endorsed
Warehouse	1,675,429	2,336,127	2,412,038	2,475,733
Full-time Equivalents Total*	5.00	5.00	5.00	5.00

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Information Technology

Technology Leadership and Governance Budget Control Level

Purpose Statement

The purpose of the Technology Leadership and Governance Budget Control Level is to provide departments with strategic direction and coordination on technology for their respective investment decisions.

Program Expenditures

	2007	2008	2009	2010
	Actual	Adopted	Adopted	Endorsed
Citywide Technology Leadership and Governance	2,006,884	4,791,609	2,430,825	2,492,708
Law, Safety, and Justice	0	23,850	24,258	24,889
Total	2,006,884	4,815,460	2,455,083	2,517,597
Full-time Equivalents Total *	15.00	15.00	19.00	19.00

**FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Technology Leadership and Governance: Citywide Technology Leadership and Governance

Purpose Statement

The purpose of the Citywide Technology Leadership and Governance Program is to establish strategic directions; identify key technology drivers; support effective project management and quality assurance; and provide information, research, and analysis to departments' business and technology managers.

Program Summary

Reduce the budget by \$82,000 and abrogate 1.0 FTE Strategic Advisor 2, Exempt, to assist in balancing the overall General Fund budget.

Increase the budget by \$370,000 and transfer in 1.0 FTE Information Technology Professional A, Exempt, from Mid-Range Computing Services and 1.0 FTE Administrative Specialist I-BU, 1.0 FTE Administrative Specialist II-BU, 1.0 FTE Administrative Specialist III-BU, and 1.0 FTE Office/Maintenance Aide from Finance and Administration as part of a departmentwide reorganization designed to better meet the needs of the Department and external customers. This reorganization moves positions and budget authority within the Department, but does not increase the Department's overall number of positions and budget authority.

Reduce the budget by \$2.82 million for Microsoft Office 2007 licenses, a one-time purchase included in the 2008 Adopted Budget.

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$176,000 for a net program reduction from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$2.36 million.

	2007	2008	2009	2010
Expenditures/FTE	Actual	Adopted	Adopted	Endorsed
Citywide Technology Leadership and Governance	2,006,884	4,791,609	2,430,825	2,492,708
Full-time Equivalents Total*	15.00	15.00	19.00	19.00

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Information Technology

Technology Leadership and Governance: Law, Safety, and Justice

Purpose Statement

The purpose of the Law, Safety, and Justice Program is to provide strategic planning, direction, and oversight for technology investments to the Fire, Law, and Police departments and Seattle Municipal Court so that investments are aligned with departmental and City objectives.

Program Summary

There are no substantive changes from the 2008 Adopted Budget.

	2007	2008	2009	2010
Expenditures	Actual	Adopted	Adopted	Endorsed
Law, Safety, and Justice	0	23,850	24,258	24,889

Information Technology

2009 - 2010 Estimated Revenues for the Information Technology Fund

Summit Code	Source	2007 Actuals	2008 Adopted	2009 Adopted	2010 Endorsed
433010	Federal Grants	716,351	0	0	0
437010	Interlocal Grants	176,446	0	0	0
439090	Private Grants	17,770	0	0	0
442810	IT Project Management - External	1,684,052	2,500,000	3,707,409	3,501,355
442810	Reimbursement - Radio Network	0	6,609,000	0	0
442810	Services - Data Network	10,865	0	2,794	3,024
442810	Services - Finance	1,539,711	0	0	0
442810	Services - Telephones	226,973	202,569	242,852	250,047
442850	Communications Shop Maintenance & Repair	59,013	37,477	63,292	65,242
444590	Other Miscellaneous Revenues	26,062	0	0	0
447600	Seattle Channel Rates	22,297	30,000	0	0
462210	Services - Radio Network	139,186	146,925	135,701	139,215
485400	Gain (Loss) - Disposition Fixed Assets	(80,136)	0	0	0
541490	Allocation - Enterprise Computing Services	5,590,923	5,771,063	7,062,029	7,668,699
541490	Allocation - IT Service Desk	1,284,756	1,328,709	1,322,252	1,365,447
541490	Allocation - Messaging Directory & Collaboration Services	1,066,219	0	1,569,959	1,617,362
541490	Allocation - Mid-Range Computing Support	1,182,432	1,295,231	0	0
541490	Allocation - Radio Network Program	1,896,775	1,952,679	2,024,939	2,077,584
541490	Allocation - Technical Support Services	1,618,524	1,658,641	1,715,176	1,769,690
541490	Seattle Channel - Service Agreements	112,004	112,000	112,000	112,000
541490	Technology Allocation: DPD	457,464	721,509	545,176	565,381
541490	Technology Allocation: Retirement	26,496	34,901	33,307	33,461
541490	Technology Allocation: SCL	3,033,791	3,204,993	3,451,816	3,418,500
541490	Technology Allocation: SDOT	707,292	729,832	890,441	893,250
541490	Technology Allocation: SPU	2,391,143	3,116,948	2,940,169	3,042,609
541810	Enterprise Computing Services Billing	0	0	44,704	45,982
541810	IT Project Management	967,677	1,902,888	3,051,420	2,111,949
541810	Messaging Directory & Collaboration Services Billing	100,446	1,100,037	16,457	16,931
541810	Mid-Range Computing Billing	156,360	0	0	0
541810	Technical Support Services Project Billing/Rates	30,940	0	0	0
541830	Web Support	28,044	0	0	0
541850	Cable Office Allocation - GF	203,584	213,461	0	0
541850	Small Department Allocation - GF	461,145	498,738	492,558	509,062
541850	Technology Allocation - GF	3,219,115	4,370,620	2,864,882	2,879,572
541850	Warehouse - Billing	480,402	0	0	0
542810	Cable Office - Cable Fund	784,846	1,322,651	1,392,745	1,438,778
542810	Community Technology - Cable Fund	1,020,318	959,240	1,139,156	1,173,442

Information Technology

2009 - 2010 Estimated Revenues for the Information Technology Fund

Summit Code	Source	2007 Actuals	2008 Adopted	2009 Adopted	2010 Endorsed
542810	Data Network Services - Rates	809,839	1,093,537	1,293,147	1,392,141
542810	Seattle Channel - Cable Fund	2,916,370	2,970,744	3,361,376	3,231,879
542810	Technology Allocation: CF Displace GF	227,112	234,043	423,323	529,156
542810	Telephone Services	8,305,237	7,693,343	8,938,012	9,202,784
542810	Web Support - Cable Fund	714,840	730,698	954,758	980,462
542850	Communications Shop Maintenance & Repair	1,117,084	1,114,465	954,745	990,796
544590	Other Miscellaneous Revenues	890,926	0	0	0
562210	Radio Network Pager Billing	167,409	197,944	212,016	217,129
569990	Long-Term General Obligation (LTGO) Bonds - Capital Asset Replacement	0	0	2,800,000	1,500,000
569990	Long-Term General Obligation (LTGO) Bonds - GroupWise to Exchange Migration (GEM), E-Mail Archiving Software, and Constituent Relationship Management (CRM) Application	0	0	5,670,000	952,519
587345	Operating Transfer In - 2001 CAP Fac Bond	4,734,886	0	0	0
Total Revenues		51,242,990	53,854,885	59,428,611	53,695,448
379100	Use of (Contribution to) Fund Balance	(4,621,965)	2,098,714	(451,477)	5,503,371
Total Resources		46,621,025	55,953,599	58,977,134	59,198,819

Information Technology

Information Technology Fund

	2007 Actuals	2008 Adopted	2009 Adopted	2010 Endorsed
Beginning Fund Balance	19,861,534	18,379,128	14,614,927	15,066,405
Accounting and Technical Adjustments	0	0	0	0
Plus: Actual and Estimated Revenue	51,242,990	53,854,885	59,428,611	53,695,448
Less: Actual and Budgeted Expenditures	46,621,026	55,953,602	58,977,134	59,198,819
Less: Capital Improvements	52,952	0	0	0
Ending Fund Balance	24,430,546	16,280,411	15,066,405	9,563,034
Continuing Appropriations	10,585,407	0	0	0
Reserves Against Fund Balance	14,624,458	17,736,500	14,021,877	9,422,105
Total Reserves	25,209,865	17,736,500	14,021,877	9,422,105
Ending Unreserved Fund Balance	(779,319)	(1,456,089)	1,044,528	140,929

Capital Improvement Program Highlights

The Department of Information Technology (DoIT) builds, manages, and maintains information technology infrastructure, including radio, telephone, and computer networks used by City departments to serve constituents. DoIT also manages the City's central data center, which houses most of the computer servers used by departments, and directs the development of certain computer applications projects on behalf of other departments, primarily the public safety departments. The Capital Improvement Program (CIP) supports DoIT's mission by providing for new investments in, and major upgrades and improvements to, the City's existing technology networks and systems.

The DoIT CIP projects in the 2009 Adopted Budget include installation of additional fiber optic cable links and spurs to various locations, including Seattle schools and under-served areas such as South and Southeast Seattle; planning, repair, replacement and modification of software, hardware, and electronics in the City's data and communications infrastructure; replacement and upgrades of equipment for the Seattle Channel; replacement of current radio technology with a new switch for voice and data traffic with consoles for dispatching and managing the network to improve regional public safety interoperability; replacement and upgrades of software and hardware in the City's computing services architecture environment; replacement of enterprise computing platform assets in the data center that are at the end of their useful lives; and replacement of hand-held radios and infrastructure upgrades in the 800 MHz radio network.

Office of Intergovernmental Relations

Emelie East, Director

Contact Information

Department Information Line: (206) 684-0213

City of Seattle General Information: (206) 684-2489 TTY: (206) 615-0476

On the Web at: <http://www.seattle.gov/oir/>

Department Description

The Office of Intergovernmental Relations (OIR) provides advice and information to, and on behalf of, City elected officials, City departments, and external customers. The primary goal of these efforts is to ensure the City's interests are advanced with international, federal, state, and regional entities to enable the City to better serve the community.

Policy and Program Changes

The 2009 Adopted Budget adds \$136,000 to support a Strategic Advisor 2 Regional Gun Control Coordinator position, which was created in the 2008 Second Quarter Supplemental Ordinance.

City Council Provisos

There are no Council provisos.

Intergovernmental Relations

	Summit	2007	2008	2009	2010
Appropriations	Code	Actual	Adopted	Adopted	Endorsed
Intergovernmental Relations	X1G00	1,955,742	2,115,803	2,334,639	2,397,770
Budget Control Level					
Department Total		1,955,742	2,115,803	2,334,639	2,397,770
Department Full-time Equivalents Total*		10.50	10.50	10.50	10.50

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

	2007	2008	2009	2010
Resources	Actual	Adopted	Adopted	Endorsed
General Subfund	1,955,742	2,115,803	2,334,639	2,397,770
Department Total	1,955,742	2,115,803	2,334,639	2,397,770

Intergovernmental Relations

Intergovernmental Relations Budget Control Level

Purpose Statement

The purpose of the Intergovernmental Relations Budget Control Level is to promote and protect the City's federal, state, regional, and international interests by providing strategic advice, representation, and advocacy to, and on behalf of, City elected officials on a variety of issues. These include: federal and state executive and legislative actions; issues and events relating to the City's international relations; and jurisdictional issues involving King County, suburban cities, and regional governmental organizations.

Summary

Add \$136,000 to support a Strategic Advisor 2 Regional Gun Control Coordinator position, which was created in the 2008 Second Quarter Supplemental Ordinance. This position will assist in advancing local and state efforts to prevent gun violence and combat illegal guns. The coordinator will serve as a Seattle and statewide liaison for the National Mayors Against Illegal Guns Coalition, which will increase the ability to both enact federal and state laws reducing gun violence, and to advocate for effective administration of federal and state gun violence prevention programs. This position is partially supported by grant funds.

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$83,000 for a net increase from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$219,000.

Expenditures/FTE	2007 Actual	2008 Adopted	2009 Adopted	2010 Endorsed
Intergovernmental Relations	1,955,742	2,115,803	2,334,639	2,397,770
Full-time Equivalents Total*	10.50	10.50	10.50	10.50

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Legislative Department

Richard Conlin, Council President

Contact Information

Department Information Line: (206) 684-8888 TTY: (206) 233-0025

City of Seattle General Information: (206) 684-2489 TTY: (206) 615-0476

On the Web at: <http://www.seattle.gov/council/>

Department Description

The Legislative Department focuses on the mandate of the Seattle City Council. Since 1910, the Council has been the City's representative electoral body, composed of nine at-large, non-partisan elected Councilmembers. The Department has four distinct divisions: the City Council, the Office of the City Clerk, Central Staff, and Administrative Services. Each section of the Department supports some aspect of the mandated role of the Council, and works with citizens and City departments.

The nine Councilmembers establish City laws, approve the annual budget, oversee the Executive operating departments, and provide a policy-making role.

The Office of the City Clerk provides support for the legislative process of the City and the Council, and is the organizational center for two Citywide programs: the Seattle Municipal Archives and Records Management.

Central Staff provides critical policy and budget analysis for Councilmembers and their staff.

Administrative Services provides budget and accounting, technology, communication and media relations, human resources, public records disclosure, office systems, and special projects coordination services to the Legislative Department, Office of City Auditor, and the Office of Professional Accountability Review Board. The Office of Professional Accountability Review Board was created in 2002 to provide citizen oversight of the Office of Professional Accountability housed in the Police Department.

Policy and Program Changes

The 2009 Adopted Budget reduces spending for consultant contracts as part of the overall City reductions responding to the downturn in the economy. This reduction is partially offset by increases in funding for Office of Professional Accountability Review Board (OPARB) administrative expenses.

City Council Provisos

There are no Council provisos.

Legislative

Appropriations	Summit Code	2007 Actual	2008 Adopted	2009 Adopted	2010 Endorsed
Legislative Department Budget Control Level					
Administration		3,307,324	3,615,124	3,751,339	3,877,690
Central Staff		2,045,698	2,647,107	2,755,852	2,839,433
City Clerk		1,673,760	1,647,130	1,747,352	1,811,915
City Council		3,538,695	3,953,382	4,042,833	4,269,597
Legislative Department Budget Control Level	G1100	10,565,477	11,862,743	12,297,376	12,798,634
Department Total		10,565,477	11,862,743	12,297,376	12,798,634
Department Full-time Equivalents Total*		87.00	88.00	88.00	88.00
<i>* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.</i>					
Resources		2007 Actual	2008 Adopted	2009 Adopted	2010 Endorsed
General Subfund		10,565,477	11,862,743	12,297,376	12,798,634
Department Total		10,565,477	11,862,743	12,297,376	12,798,634

Legislative Department Budget Control Level

Purpose Statement

The purpose of the Legislative Department Budget Control Level is to set policy, enact City laws, approve the City's budget, provide oversight of City departments, and to conduct operational and administrative activities in an efficient and effective manner to support the mission of the Department.

Program Expenditures	2007 Actual	2008 Adopted	2009 Adopted	2010 Endorsed
Administration	3,307,324	3,615,124	3,751,339	3,877,690
Central Staff	2,045,698	2,647,107	2,755,852	2,839,433
City Clerk	1,673,760	1,647,130	1,747,352	1,811,915
City Council	3,538,695	3,953,382	4,042,833	4,269,597
Total	10,565,477	11,862,743	12,297,376	12,798,634
Full-time Equivalents Total *	87.00	88.00	88.00	88.00

**FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Legislative Department: Administration

Purpose Statement

The purpose of the Administration Program is to provide administrative and operational services, including technology, office systems, human resources, budget and accounting, communication and media relations, public disclosure, special project coordination, and other technical and logistical support to the Legislative Department, Office of City Auditor, and the Office of Professional Accountability Review Board.

Program Summary

Increase budget by \$53,000 to fund administrative costs for the Office of Professional Accountability Review Board. Funds will be used to pay for members' stipends, conferences and public outreach.

Citywide adjustments to labor costs increase the budget by \$83,000, for a net program increase from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$136,000.

Expenditures/FTE	2007 Actual	2008 Adopted	2009 Adopted	2010 Endorsed
Administration	3,307,324	3,615,124	3,751,339	3,877,690
Full-time Equivalents Total*	15.00	16.00	16.00	16.00

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Legislative Department: Central Staff

Purpose Statement

The purpose of the Central Staff Program is to support the City Council in arriving at sound public policy by providing technical and policy analysis on issues before the Council.

Program Summary

Citywide adjustments to labor costs increase the budget by \$109,000 for a net program increase from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$109,000.

	2007	2008	2009	2010
Expenditures/FTE	Actual	Adopted	Adopted	Endorsed
Central Staff	2,045,698	2,647,107	2,755,852	2,839,433
Full-time Equivalents Total*	18.00	18.00	18.00	18.00

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Legislative Department: City Clerk

Purpose Statement

The purpose of the City Clerk Program is to manage the legislative process for the City Council, preserve and provide access to the City's official and historical records, and provide quick, accurate, thorough, and courteous responses to requests for assistance or information. The Office of the City Clerk is the organizational center for two Citywide programs, the Seattle Municipal Archives and Records Management.

Program Summary

Citywide adjustments to labor costs increase the budget by \$100,000, for a net program increase from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$100,000.

	2007	2008	2009	2010
Expenditures/FTE	Actual	Adopted	Adopted	Endorsed
City Clerk	1,673,760	1,647,130	1,747,352	1,811,915
Full-time Equivalents Total*	18.00	18.00	18.00	18.00

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Legislative Department: City Council

Purpose Statement

The purpose of the City Council Program is to set policy, review, consider, and determine legislative action, approve the City's budget, and provide oversight of City departments. This program houses the nine elected Councilmembers and their personal staff. The Council represents the City in regional committees working on issues of regional interest.

Program Summary

Reduce budget by \$100,000 for consulting contracts.

Citywide adjustments to labor costs increase the budget by \$189,000 for a net program increase from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$89,000.

Expenditures/FTE	2007 Actual	2008 Adopted	2009 Adopted	2010 Endorsed
City Council	3,538,695	3,953,382	4,042,833	4,269,597
Full-time Equivalents Total*	36.00	36.00	36.00	36.00

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Office of the Mayor

Greg Nickels, Mayor

Contact Information

Department Information Line: (206) 684-4000

City of Seattle General Information: (206) 684-2489 TTY: (206) 615-0476

On the Web at: <http://www.seattle.gov/mayor/>

Department Description

The mission of the Mayor's Office is to provide honest, accessible leadership to residents, employees, and regional neighbors of the City of Seattle that is clear and responsible, in an environment that encourages ideas, civic discourse, and inclusion for the entirety of the City's diverse population, creating an even better place to live, learn, work, and play.

The municipality of Seattle is a "strong Mayor" form of government, with the Mayor governing the Executive Branch as its chief executive officer. More than 25 department and office directors and commission members are appointed by the Mayor, work directly for the Mayor, and have been delegated the day-to-day authority to administer their respective departments, offices, and commissions. The many legal roles and responsibilities of the Mayor and those working directly for the Mayor are prescribed in the City Charter, state statutes, and municipal ordinances. Elections for this nonpartisan office are held every four years.

Mayor Greg Nickels has established four priorities for his administration:

- Get Seattle Moving - Recognize that transportation is a vital issue for our economy, the environment, and the people of Seattle.
- Keep Our Neighborhoods Safe - Public safety is the paramount duty of the City and our police and fire personnel will have the training and equipment they need to make Seattle the most-prepared city in the country.
- Create Jobs and Opportunity For All - Economic opportunity means creating jobs and an environment that invites new investment.
- Build Strong Families and Healthy Communities - Foster a renewed commitment to our neighborhoods and recognize that our diverse cultures bring life, vitality, and economic growth to Seattle.

Policy and Program Changes

The 2009 Adopted Budget abrogates one Mayoral Staff Assistant, which results in General Fund savings of \$93,000.

City Council Provisos

There are no Council provisos.

Mayor

	Summit	2007	2008	2009	2010
Appropriations	Code	Actual	Adopted	Adopted	Endorsed
Office of the Mayor Budget Control Level	X1A00	2,649,967	2,993,705	3,048,821	3,166,897
Department Total		2,649,967	2,993,705	3,048,821	3,166,897
Department Full-time Equivalents Total*		24.50	25.50	24.50	24.50

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

	2007	2008	2009	2010
Resources	Actual	Adopted	Adopted	Endorsed
General Subfund	2,649,967	2,993,705	3,048,821	3,166,897
Department Total	2,649,967	2,993,705	3,048,821	3,166,897

Office of the Mayor Budget Control Level

Purpose Statement

The purpose of the Mayor's Office Budget Control Level is to provide honest, accessible leadership to residents, employees, and regional neighbors of the City of Seattle that is clear and responsible in an environment that encourages ideas, civic discourse, and inclusion for the entirety of the City's diverse population, creating an even better place to live, learn, work, and play.

Summary

Abrogate 1.0 FTE Mayoral Staff Assistant 2 and save \$93,000 to assist in balancing the overall General Fund budget. The workload associated with this position will be absorbed by remaining staff.

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$148,000 for a net increase from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$55,000.

	2007	2008	2009	2010
Expenditures/FTE	Actual	Adopted	Adopted	Endorsed
Office of the Mayor	2,649,967	2,993,705	3,048,821	3,166,897
Full-time Equivalents Total*	24.50	25.50	24.50	24.50

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Personnel Department

Mark M. McDermott, Director

Contact Information

Department Information Line: (206) 684-7999

City of Seattle General Information: (206) 684-2489 TTY: (206) 615-0476

On the Web at: <http://www.seattle.gov/Personnel>

Department Description

The Personnel Department provides human resource services, tools, and expert assistance to departments, policymakers, employees, and the public so the City of Seattle's diverse work force is deployed, supported, and managed fairly to accomplish the City's business goals in a cost-effective and safe manner. The Personnel Department has four primary areas of operation:

- Employment and Training provides staffing services, mediation, employee development opportunities, and technical assistance to all City departments so the City can meet its hiring needs efficiently, comply with legal guidelines, and help organizations, departments, and employees accomplish the City's work.
- Employee Health Services makes available quality, cost-effective employee benefits, health care and other benefits, workers' compensation benefits, and safety services to maintain and promote employee health and productivity, and to provide a competitive non-cash compensation package. In addition, this program administers the Seattle Voluntary Deferred Compensation Plan and Trust.
- Citywide Personnel Services provides human resources systems, policy advice, information management, finance and accounting services, and expert assistance to departments, policymakers, and employees.
- City/Union Relations and Classification/Compensation Services supports efforts to ensure the City's work environment is effective, efficient, and fair, and its diverse work force is managed and compensated fairly.

Policy and Program Changes

A variety of changes are approved in the Personnel Department's budget to reflect the resources available in 2009, including reductions in administrative costs across the department and position authority within the Employee Health Services and Labor Relations Divisions.

In addition, the 2009 Adopted Budget increases position authority in the Classification/Compensation Division in response to a request from Seattle City Light to support their hiring needs, and in response to the City's requirements according to the Glaser settlement regarding temporary employment.

City Council Provisos

There are no Council provisos.

Personnel

Appropriations	Summit Code	2007 Actual	2008 Adopted	2009 Adopted	2010 Endorsed
City/Union Relations and Class/Comp Services Budget Control Level	N4000	2,910,406	3,013,305	3,198,798	3,319,763
Citywide Personnel Services Budget Control Level	N3000	4,049,595	3,617,487	3,549,818	3,681,839
Employee Health Services Budget Control Level	N2000	2,843,537	3,286,543	3,055,120	3,170,273
Employment and Training Budget Control Level	N1000	2,359,698	2,755,986	2,729,929	2,827,332
Department Total		12,163,236	12,673,322	12,533,665	12,999,207
Department Full-time Equivalents Total*		121.50	123.50	128.00	128.00

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here. Personnel maintains unfunded position authority for 17 apprentice and 9 Office Maintenance Aide positions to loan to City departments for the apprentice and special employment programs.*

Resources	2007 Actual	2008 Adopted	2009 Adopted	2010 Endorsed
General Subfund	12,163,236	12,673,322	12,533,665	12,999,207
Department Total	12,163,236	12,673,322	12,533,665	12,999,207

City/Union Relations and Class/Comp Services Budget Control Level

Purpose Statement

The purpose of the City/Union Relations and Classification/Compensation Services Budget Control Level is to support the City's efforts to fairly manage and compensate its diverse work force. City/Union Relations staff provide technical and professional labor-relations services to policymakers and management staff of all City departments. The Class/Comp staff develop pay programs, perform compensation analysis, and provide classification services and organizational consultation to all City departments.

Summary

Reduce budget authority by \$114,000 and abrogate one Labor Negotiator position (1.0 FTE Strategic Advisor 3). Existing Labor Relations staff will absorb the position's workload to minimize service level impacts.

Add 1.0 FTE to reflect the conversion of a temporary position to an Administrative Specialist II. This conversion is necessary according to the most recent Temporary Utilization Review, performed as a result of the Glaser Settlement. The position provides administrative support to the Classification/Compensation Unit of the Personnel Department.

Add \$107,000 in budget authority and 1.0 FTE Personnel Analyst, Sr. to provide classification/compensation services to Seattle City Light. Seattle City Light will fund the full costs of this enhanced level of service through the City's cost allocation process.

Convert a part-time Planning and Development Specialist, Sr. position to full-time. This position serves as the Employee Involvement Committee (EIC) Coordinator and works with other city departments to involve employees successfully when changes to work processes are discussed and implemented. A full-time position is required to allow for projected demand for EIC services from other city departments. The costs of the position will be charged to the departments receiving EIC services.

Decrease budget by \$54,000 to reflect reductions in administrative costs including professional, technical, and legal services.

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$247,000 for a net increase from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$185,000.

Expenditures/FTE	2007 Actual	2008 Adopted	2009 Adopted	2010 Endorsed
City/Union Relations and Class/Comp Services	2,910,406	3,013,305	3,198,798	3,319,763
Full-time Equivalent Total*	24.50	24.50	26.00	26.00

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Citywide Personnel Services Budget Control Level

Purpose Statement

The purpose of the Citywide Personnel Services Budget Control Level is to establish Citywide personnel rules and provide human resources systems, policy advice, information management, finance and accounting services, contingent work force oversight, and expert assistance to departments, policymakers, and employees so the City can accomplish its business goals in a cost-effective manner. This program includes Policy Development, Information Management, Finance and Accounting, Temporary Employment Services, and other internal support services.

Summary

Decrease budget authority by \$88,000 to reflect reductions in temporary labor that would have provided administrative support and enhancements to the City's online employment system.

Decrease budget by \$85,000 to reflect reductions in administrative costs including professional, technical, and legal services.

Transfer three positions to this program from the Employee and Training BCL to correctly align FTE display with budget and workload.

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$105,000 for a net reduction from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$68,000.

Expenditures/FTE	2007 Actual	2008 Adopted	2009 Adopted	2010 Endorsed
Citywide Personnel Services	4,049,595	3,617,487	3,549,818	3,681,839
Full-time Equivalents Total*	31.00	32.00	35.00	35.00

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Employee Health Services Budget Control Level

Purpose Statement

The purpose of the Employee Health Services Budget Control Level is to provide quality, cost-effective employee health care and other benefits, workers' compensation benefits, and safety services to maintain and promote employee health and productivity, and to provide a competitive non-cash compensation package. This program also includes administration of the Seattle Voluntary Deferred Compensation Plan and Trust.

Summary

Reduce budget authority by \$108,000 and abrogate 1.0 FTE Strategic Advisor 2 to remove a vacant healthcare and industrial insurance analyst position that was added in the 2007 Budget. Analytical work to contain the City's health care and industrial insurance costs will continue to be performed by existing staff in the Personnel Department and the Department of Finance.

Add \$101,000 in budget authority to reflect the inclusion of the existing Commercial Drivers License (CDL) Coordinator position among the set of positions funded by other departments through the cost allocation process. The position previously was charged back to departments receiving CDL services.

Reduce budget authority by \$81,000 and abrogate 1.0 FTE Workers' Compensation Analyst. Existing staff in the Workers' Compensation Unit will absorb the work to mitigate any service level impacts.

Decrease General Fund budget authority by \$155,000 in the Personnel Department and increase budget authority by \$155,000 in the Health Care Subfund, reflecting the transfer of the costs for actuarial and other services of the City's health care benefits consultant to the appropriate funding source. The addition in the Health Care Subfund is discussed in the Personnel Compensation Trust Funds section of this document.

Decrease budget by \$110,000 to reflect reductions in administrative costs including professional, technical, and legal services.

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$122,000, for a net reduction from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$231,000.

Expenditures/FTE	2007 Actual	2008 Adopted	2009 Adopted	2010 Endorsed
Employee Health Services	2,843,537	3,286,543	3,055,120	3,170,273
Full-time Equivalents Total*	27.50	27.50	25.50	25.50

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Employment and Training Budget Control Level

Purpose Statement

The purpose of the Employment and Training Budget Control Level is to provide staffing services, employee-development opportunities, mediation, and technical assistance to all City departments so the City can meet its hiring needs efficiently, maintain legal compliance, and help organizations and employees accomplish the City's work in a productive and cost-effective manner. This Budget Control Level includes the Police and Fire Exams, Employment, Supported Employment, Equal Employment Opportunity, Alternative Dispute Resolution, and Career Quest units.

Summary

Decrease budget by \$110,000 to reflect reductions in administrative costs including professional, technical, and legal services, and training and travel expenses.

Transfer three positions from this program to the Citywide Personnel Services program to correctly align program FTE with budget and workload.

Increase FTE count by 5.0 FTE to reflect the return of five vacant and unfunded apprentice pockets that had previously been on loan to other City departments.

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$84,000 for a net reduction from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$26,000.

Expenditures/FTE	2007 Actual	2008 Adopted	2009 Adopted	2010 Endorsed
Employment and Training	2,359,698	2,755,986	2,729,929	2,827,332
Full-time Equivalents Total*	38.50	39.50	41.50	41.50

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Personnel Compensation Trust Subfunds

Department Description

The Personnel Compensation Trust Funds are five subfunds of the General Fund administered by the Personnel Department. These five subfunds serve as a means to manage Citywide contractual obligations on behalf of employees and City departments. The Personnel Department collects funds from City departments, which are then paid out to various insurance companies, service providers, and individuals. The five subfunds are the Group Term Life Insurance Subfund, the Health Care Subfund, the Industrial Insurance Subfund, the Special Employment Subfund, and the Unemployment Compensation Subfund.

- The Group Term Life Insurance Subfund contains the revenues and expenses related to the City's group term life insurance, long-term disability insurance, and accidental death and dismemberment insurance.
- The Health Care Subfund contains the revenues and expenses related to the City's medical, dental, and vision programs; Flexible Spending Account; Employee Assistance Program; and COBRA continuation coverage. The City is self-insured and re-insured for some of its medical plans, and carries insurance for the remainder of the medical plans and for all dental and vision plans.
- The Industrial Insurance Subfund captures the revenues and expenditures associated with the City's Workers' Compensation and Safety programs.
- The Special Employment Subfund contains the outside agency revenues and expenditures associated with the City's temporary, intern, and work study programs.
- The Unemployment Compensation Subfund contains the revenues and expenditures associated with the City's unemployment insurance costs.

Policy and Program Changes

In 2009, the City of Seattle is facing steady increases in health care costs. Total expenses on health care are anticipated to grow by roughly 7%, largely due to projected renewals for medical, dental, and vision plans, as well as changes in enrollment.

The City's industrial insurance expenditures will also continue to grow, and the rate of growth is projected to be slower than for health care given favorable claim experience for industrial insurance during the second half of 2007 and the first half of 2008.

The City has experienced very moderate unemployment costs over the past two years. As a result, the 2009 Adopted Budget extends the rate holiday that began in the previous biennium. Fund balance will be used to cover anticipated unemployment costs in 2009 and 2010.

The Special Employment Program budget is adjusted downward somewhat, to align with actual use of the program by outside agencies. Similarly, the Group Term Life budget is adjusted downward to align with actual experience.

City Council Provisos

There are no Council provisos.

Personnel Compensation Trust Subfunds

Appropriations	Summit	2007	2008	2009	2010
	Code	Actual	Adopted	Adopted	Endorsed
Group Term Life Budget Control Level	NA000	754,597	896,000	800,000	800,000
Health Care Budget Control Level	NM000	105,811,916	126,102,653	135,386,370	151,086,085
Industrial Insurance Budget Control Level	NR500	14,330,431	19,473,400	17,186,769	18,260,284
Special Employment Budget Control Level	NT000	249,681	420,000	300,000	310,000
Unemployment Compensation Budget Control Level	NS000	697,967	1,822,500	1,826,250	1,827,563
Department Total		121,844,592	148,714,553	155,499,389	172,283,932
		2007	2008	2009	2010
Resources		Actual	Adopted	Adopted	Endorsed
Other		121,844,592	148,714,553	155,499,389	172,283,932
Department Total		121,844,592	148,714,553	155,499,389	172,283,932

Personnel Compensation Trust Subfunds

Group Term Life Budget Control Level

Purpose Statement

The purpose of the Group Term Life Budget Control Level is to provide appropriation authority for the City's group term life insurance, long-term disability insurance, and accidental death and dismemberment insurance.

Summary

Decrease budget authority by \$96,000 to reflect the most recent unit cost and enrollment projections for group term life insurance, long-term disability insurance, and accidental death and dismemberment insurance.

	2007	2008	2009	2010
Expenditures	Actual	Adopted	Adopted	Endorsed
Group Term Life Program	754,597	896,000	800,000	800,000

Personnel Compensation Trust Subfunds

Health Care Budget Control Level

Purpose Statement

The purpose of the Health Care Budget Control Level is to provide for the City's medical, dental, and vision insurance programs; the Flexible Spending Account; the Employee Assistance Program; and COBRA continuation coverage costs. The City is self-insured and re-insured for some medical plans, and carries insurance for other medical plans and for all dental and vision plans.

Summary

Increase budget authority by \$9.1 million, reflecting actual renewal costs for plans for which the City carries insurance (such as Group Health), and for projected renewal costs recommended by the City's consultant for health plans for which the City is self-insured (such as Aetna).

Increase budget authority by \$155,000, reflecting the transfer to the appropriate funding source of costs for the actuarial and other services of the City's health care benefits consultant. A corresponding reduction to the Personnel Department's budget is discussed in the Personnel Department section of this document.

The State of Washington requires the City to maintain a reserve in this subfund to cover costs of the self-insured plans that have been incurred but not yet paid. Some of the City's labor agreements also specify how reserves in this subfund are created and used. The City intends to maintain a significant reserve in this subfund due to the volatility of health care costs.

	2007	2008	2009	2010
Expenditures	Actual	Adopted	Adopted	Endorsed
Health Care Program	105,811,916	126,102,653	135,386,370	151,086,085

Personnel Compensation Trust Subfunds

Industrial Insurance Budget Control Level

Purpose Statement

The purpose of the Industrial Insurance Budget Control Level is to provide for medical, wage replacement, pension and disability claims related to occupational injuries and illnesses; occupational medical monitoring; workplace safety programs; and related expenses. Since 1972, the City of Seattle has been a self-insured employer as authorized under state law. The Industrial Insurance Subfund receives payments from City departments to pay for medical, wage replacement, pension and disability claims related to occupational injuries and illnesses; occupational medical monitoring; workplace safety programs; and related administrative expenses.

Summary

Reduce budget authority by \$2.29 million due to slower-than-anticipated growth in the City's workers' compensation claims costs and in the assessments the City pays to the Washington State Department of Labor and Industries.

The State of Washington requires the City to maintain a reserve in this subfund to cover unexpected costs.

	2007	2008	2009	2010
Expenditures	Actual	Adopted	Adopted	Endorsed
Industrial Insurance Program	14,330,431	19,473,400	17,186,769	18,260,284

Personnel Compensation Trust Subfunds

Special Employment Budget Control Level

Purpose Statement

The purpose of the Special Employment Budget Control Level is to capture the expenditures associated with outside agency use of the City's temporary, intern, and work study programs. Outside agencies reimburse the City for costs. Expenses related to employees hired by City departments through the Special Employment Program are charged directly to the departments.

Summary

Decrease budget authority by \$120,000 to align with current use of this program by outside agencies.

	2007	2008	2009	2010
Expenditures	Actual	Adopted	Adopted	Endorsed
Special Employment Program	249,681	420,000	300,000	310,000

Personnel Compensation Trust Subfunds

Unemployment Compensation Budget Control Level

Purpose Statement

The purpose of the Unemployment Compensation Budget Control Level is to provide the budget authority for the City to pay unemployment compensation expenses. The City is a self-insured employer with respect to unemployment compensation. The Unemployment Compensation Subfund contains the revenues and expenditures associated with the City's unemployment benefit costs for employees.

Summary

There are no substantive changes from the 2008 Adopted to the 2009 Adopted Budget.

Resolution 30535 established a reserve of \$500,000 in this fund to cover fluctuations in unemployment costs.

	2007	2008	2009	2010
Expenditures	Actual	Adopted	Adopted	Endorsed
Unemployment Compensation Program	697,967	1,822,500	1,826,250	1,827,563

Personnel Compensation Trust Subfunds

Group Term Life Insurance Subfund

	2007 Actuals	2008 Adopted	2009 Adopted	2010 Endorsed
Beginning Fund Balance	317,267	267,267	374,699	420,699
Accounting and Technical Adjustments	0	0	0	0
Plus: Actual and Estimated Revenue	807,029	820,000	846,000	846,000
Less: Actual and Budgeted Expenditures	754,597	896,000	800,000	800,000
Ending Fund Balance	369,699	191,267	420,699	466,699

Personnel Compensation Trust Subfunds

Health Care Subfund

	2007 Actuals	2008 Adopted	2009 Adopted	2010 Endorsed
Beginning Fund Balance	23,705,740	33,821,537	37,251,703	37,072,835
Accounting and Technical Adjustments	0	0	0	0
Plus: Actual and Estimated Revenue	119,412,879	124,508,915	135,207,502	146,229,683
Less: Actual and Budgeted Expenditures	105,811,916	126,102,653	135,386,370	151,086,085
Ending Fund Balance	37,306,703	32,227,799	37,072,835	32,216,433
Reserve - Health Care Purposes	23,525,703	18,697,989	20,510,067	13,666,132
Reserve - State Law	13,781,000	13,529,810	16,562,768	18,550,301
Total Reserves	37,306,703	32,227,799	37,072,835	32,216,433
Ending Unreserved Fund Balance	0	0	0	0

Personnel Compensation Trust Subfunds

Industrial Insurance Subfund

	2007 Actuals	2008 Adopted	2009 Adopted	2010 Endorsed
Beginning Fund Balance	2,568,541	3,705,789	6,816,457	5,786,457
Accounting and Technical Adjustments	0	0	0	0
Plus: Actual and Estimated Revenue	16,538,281	19,473,400	16,156,769	17,230,283
Less: Actual and Budgeted Expenditures	14,330,431	19,473,400	17,186,769	18,260,284
Ending Fund Balance	4,776,391	3,705,789	5,786,457	4,756,456
Reserve Requirement	2,224,091	3,027,500	2,773,750	2,946,550
Total Reserves	2,224,091	3,027,500	2,773,750	2,946,550
Ending Unreserved Fund Balance	2,552,300	678,289	3,012,707	1,809,906

Personnel Compensation Trust Subfunds

Special Employment Program Subfund

	2007 Actuals	2008 Adopted	2009 Adopted	2010 Endorsed
Beginning Fund Balance	118,275	118,275	106,388	106,388
Accounting and Technical Adjustments	0	0	0	0
Plus: Actual and Estimated Revenue	237,794	420,000	300,000	310,000
Less: Actual and Budgeted Expenditures	249,681	420,000	300,000	310,000
Ending Fund Balance	106,388	118,275	106,388	106,388

Personnel Compensation Trust Subfunds

Unemployment Compensation Subfund

	2007 Actuals	2008 Adopted	2009 Adopted	2010 Endorsed
Beginning Fund Balance	6,056,917	4,234,417	4,608,950	2,782,700
Accounting and Technical Adjustments	0	0	0	0
Plus: Actual and Estimated Revenue	0	0	0	0
Less: Actual and Budgeted Expenditures	697,967	1,822,500	1,826,250	1,827,563
Ending Fund Balance	5,358,950	2,411,917	2,782,700	955,137
Reserve Requirement	500,000	500,000	500,000	500,000
Total Reserves	500,000	500,000	500,000	500,000
Ending Unreserved Fund Balance	4,858,950	1,911,917	2,282,700	455,137

Office of Policy and Management

Mary Jean Ryan, Director

Contact Information

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Department Description

The Office of Policy and Management (OPM) provides policy development and assessment support to the Mayor and City Council on major policy issues facing the City. OPM monitors critical external factors affecting Seattle's economic and community health, and recommends appropriate strategies. In addition, OPM coordinates and leads initiatives and projects involving multiple City departments. For example, complex real estate development projects require the participation of a variety of disciplines and City departments, as well as external stakeholders. OPM also works to develop partnerships to achieve City goals, taking advantage of the talent and perspectives of various private, public, and community partners.

Policy and Program Changes

The 2009 Adopted Budget reduces consultant and professional services funding for a General Fund savings of \$160,000. The Budget also transfers out a half-time position and \$50,000 to the Department of Neighborhoods to coordinate the Immigrant & Refugee Initiative.

City Council Provisos

The Council adopted the following budget provisos:

Of the appropriation for 2009 for the Finance General Reserves BCL, \$1,259,247 is appropriated (and of the amount endorsed for 2010, \$3,227,656 is expected to be appropriated) solely for youth violence prevention, and may be spent for no other purpose.

None of the money appropriated for 2009 (and none of the money endorsed for 2010) for the Finance General Reserves BCL may be spent for youth violence prevention until authorized by future ordinance.

Policy and Management

Appropriations	Summit	2007	2008	2009	2010
	Code	Actual	Adopted	Adopted	Endorsed
Policy and Management Budget	X1X00	2,362,490	2,601,400	2,687,677	2,507,011
Control Level					
Department Total		2,362,490	2,601,400	2,687,677	2,507,011
Department Full-time Equivalents Total*		18.50	18.50	18.00	18.00

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Resources	2007	2008	2009	2010
	Actual	Adopted	Adopted	Endorsed
General Subfund	2,362,490	2,601,400	2,687,677	2,507,011
Department Total	2,362,490	2,601,400	2,687,677	2,507,011

Policy and Management

Policy and Management Budget Control Level

Purpose Statement

The purpose of the Policy and Management Budget Control Level is to provide policy assessment support to the Mayor and Council on major policy issues facing the City, and oversee progress on major projects and initiatives.

Summary

Transfer \$50,000 and 0.5 FTE Planning & Development Specialist II to the Department of Neighborhoods to coordinate implementation of the Immigrant & Refugee Initiative, Advisory Board and the City's translation and interpretation program and services.

Reduce \$160,000 in spending on consulting and professional services to assist in balancing the overall General Fund budget.

Add \$65,000 to reclassify and reassign a position to lead the Seattle Youth Violence Prevention Initiative (SYVPI) and add funding for the development of a database to track SYVPI programs and outcomes. The Budget also makes a one-time add to pay for costs related to SYVPI implementation.

Add \$50,000 to develop a database that will track progress and outcomes in the Seattle Youth Violence Prevention Initiative.

Add \$50,000 in one-time resources to pay for costs related to implementing the Seattle Youth Violence Prevention Initiative.

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$131,000 for a net increase from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$86,000.

	2007	2008	2009	2010
Expenditures/FTE	Actual	Adopted	Adopted	Endorsed
Policy and Management	2,362,490	2,601,400	2,687,677	2,507,011
Full-time Equivalents Total*	18.50	18.50	18.00	18.00

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

Office of Sustainability and Environment

Michael Mann, Interim Director

Contact Information

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On the Web at: <http://www.seattle.gov/environment>

Department Description

The City's Environmental Action Agenda (EAA) is a strategy for environmental stewardship and sustainable development with goals in four priority areas:

- Climate Protection: reducing global warming pollution and improving air quality;
- Green Seattle: restoring the urban forest, increasing open space, and greening the built environment;
- Restore Our Waters: protecting and improving water quality and aquatic habitat; and
- Healthy People & Communities: creating healthy urban centers, promoting sustainable practices, and improving environmental justice.

The Office of Sustainability and Environment (OSE) works to improve quality of life in Seattle by accelerating the adoption of sustainable practices by the City government and in the community. OSE leads two of the EAA initiatives, Climate Protection and Green Seattle, in partnership with City departments, other government agencies, businesses and nonprofit organizations.

Policy and Program Changes

In 2008, the City of Seattle joined the Climate Registry as a founding reporter. The 2009 Adopted Budget includes additional resources to meet the greenhouse gas reporting requirements of the Climate Registry. Additional funds are provided to reflect the 2008 reclassification of a Planning and Development Specialist II position to a Strategic Advisor 2. Funding for consultant services was reduced.

City Council Provisos

There are no Council provisos.

Sustainability and Environment

	Summit	2007	2008	2009	2010
Appropriations	Code	Actual	Adopted	Adopted	Endorsed
Office of Sustainability and Environment Budget Control Level	X1000	991,168	1,441,387	1,472,501	1,524,105
Department Total		991,168	1,441,387	1,472,501	1,524,105
Department Full-time Equivalents Total*		6.00	7.00	7.00	7.00

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

	2007	2008	2009	2010
Resources	Actual	Adopted	Adopted	Endorsed
General Subfund	991,168	1,441,387	1,472,501	1,524,105
Department Total	991,168	1,441,387	1,472,501	1,524,105

Sustainability and Environment

Office of Sustainability and Environment Budget Control Level

Purpose Statement

The purpose of the Office of Sustainability and Environment Budget Control Level is to develop, communicate, implement, and monitor the City's Environmental Action Agenda (EAA) and lead the City's Climate Protection and Green Seattle initiatives.

Summary

Increase budget by \$30,000 to comply with the greenhouse gas emission reporting requirements of the City of Seattle's membership in the Climate Registry.

Increase budget by \$20,000 to reflect the 2008 reclassification of 1.0 FTE Planning and Development Specialist II to 1.0 FTE Strategic Advisor 2.

Reclassify 1.0 FTE Strategic Advisor 1, General Government to 1.0 FTE Strategic Advisor 1, Exempt.

Reduce budget for consultant services by \$75,000 to assist in balancing the overall General Fund budget.

Citywide adjustments to labor and other operating costs due to inflation increase the budget by \$56,000 for a net increase from the 2008 Adopted Budget to the 2009 Adopted Budget of approximately \$31,000.

	2007	2008	2009	2010
Expenditures/FTE	Actual	Adopted	Adopted	Endorsed
Office of Sustainability and Environment	991,168	1,441,387	1,472,501	1,524,105
Full-time Equivalents Total*	6.00	7.00	7.00	7.00

** FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

