



CITY OF BELLEVUE
2019-2020
PRELIMINARY BUDGET

OCTOBER 2018



City of Bellevue



For complete Budget Summary information:
BellevueWA.gov



City of Bellevue, Washington

Acknowledgements

2019-2020 Preliminary Biennial Budget

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Civic Services Department
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Community Development Department
Development Services Department
Finance Department
Fire Department
Human Resources Department
Information Technology Department
Parks & Community Services Department
Police Department
Transportation Department
Utilities Department



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Bellevue
Washington**

For the Biennium Beginning

January 1, 2017

Christopher P. Morill

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented an Award for Distinguished Budget Presentation to the City of Bellevue, Washington for its biennial budget for the fiscal biennium beginning January 1, 2017.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, and as a communication device.

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



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City of Bellevue

October 15, 2018

Dear Mayor Chelminiak, Deputy Mayor Robinson and Members of the Council:

I am pleased to submit for your consideration my Preliminary Budget, which includes the **2019-2020** Operating Budget and the **2019-2025** Capital Investment Program (CIP). My primary obligation is to deliver a balanced budget that reflects the Bellevue Council's long-standing commitment to fiscal stewardship and provides excellent services for residents and businesses.

Community engagement and consideration of feedback are always central components in developing a budget that responds to the needs of the community. Feedback came in a variety of ways, including public meetings, neighborhood walks, public outreach on city projects, meetings with business and community groups, surveys and other tools. Additional opportunities for feedback are scheduled prior to Council action on the final budget, including a public hearing on November 19.

This budget reflects the combination of community feedback, the Council's alignment behind a shared vision and set of three-year priorities, and staff consideration of how best to serve all those needs within available resources. The 2019-2020 biennial budget totals \$1.7 billion. This total includes \$1.1 billion in total operating budget expenditures, \$72 million in special purpose expenditures (such as grants, donations and debt among others), and \$534 million for the 2019-2020 portion of the General and Utilities CIP.

2019-2020 Preliminary Budget Highlights:

- Includes funding for the Council 2018-2020 Vision Priorities, adding significant resources for affordable housing, funds to renew and implement priorities within the Environmental Stewardship Initiative, and continues commitments to transformational community projects like the Grand Connection and Downtown Park Gateway.
- Targets investments in public safety with:
 - new police resources intended to effectively increase the time available for community policing; and
 - increased fire inspection staff to continue to keep Bellevue's commercial buildings safe.
- Delivers key infrastructure priorities, including projects supported through the voter-approved Parks Levy, Neighborhood Safety, Connectivity and Congestion Levy, and the Fire Facilities Levy.
- Adjusts Development Services rates to account for growth and maintain cost-recovery objectives.
- Increases Utility rates by four percent in 2019 and 3.8 percent in 2020 to address aging infrastructure and wholesale costs.

Response to Long-Range Forecast:

Bellevue councils have a reputation for fiscal prudence, and in recent years that prudence has dictated a focus on how each biennial budget responds to the need for sustainability in city services over the long term. The city forecasts revenues and expenditures over a six-year period. This forecast uses best practices to look at projected drivers of growth or contraction in revenues and expenditures, inflation, population growth and density, job growth and other factors at the state, federal, and global level.

The current forecast predicts a strong likelihood that expenditures in the General Fund will outpace revenues by 2021 if nothing changes. While reserves can be used for a period of time to fill that gap, the forecast indicates that by 2023, again, if nothing changes, reserves could fall below Council adopted policies. While there are several drivers behind this prediction, the key factor is the difference in how costs to perform services grow, versus how the city's revenues grow.

The projected growth in the city's expenditures over this biennium are largely driven by two factors:

- Increasing costs to deliver current services, including the need to address LEOFF 1 medical expenses out of the operating budget, the expiration of the annexation sales tax credit, and inflation in personnel costs; and
- The need for additional resources to maintain defined levels of service to a growing population and urbanizing environment.

Revenue growth, on the other hand, increases through different factors.

- Property tax, which currently makes up eighteen percent of General Fund revenue has historically grown on average by 1.5 to two percent, with an additional one percent allowed annually with Council approval. This tax source is the most stable, but is slow-growing due to state law limitations.
- Sales and business taxes historically increase on average at four to five percent based on the city's population and economic growth. While it can be faster-growing, sales and business taxes are more volatile and economy-dependent.

Because various factors affect the expenditure and the revenue sides of the equation, municipalities must constantly monitor not only current budget cycle revenues and expenditures, but also the impact on the out-years to ensure stability in delivering core services.

My Preliminary Budget recommends the first steps to fiscal sustainability. In an effort to stem expenditure growth and identify additional revenues, this budget will:

- change the city's current health plans and work with represented and non-represented employees to implement those changes. The changes in plan design and health plan offerings that are implemented in this biennium will result in up to \$500,000 savings over time.
- increase the city property tax by one percent for both 2019 and 2020. A one-percent increase in property taxes is \$9.50 annually for a median property owner of \$791,000 assessed value. While this increase in the city's most stable revenue source does not match the rate of inflation (on average three percent) anticipated over the biennium, it does help provide needed services to the community.

- propose a fire inspection fee to cover the cost of providing fire inspections. Maintaining a two-year inspection cycle allows the city to obtain favorable fire insurance ratings, which in turn can lead to lower insurance rates for business and commercial enterprises. Consistent with other cost-recovery objectives for similar code inspections, an inspection fee will ensure that the entities that benefit from the service are covering the cost of the service. The rates are reasonable and consistent with what other jurisdictions charge for similar services.

Challenges Ahead

While this budget represents a first step toward addressing the long-term challenges described above, more work will need to be done in the next budget. That work likely will include a discussion of service level trade-offs. To prepare for that discussion, the Leadership Team will be directing work to review several major areas of expenditures. The work will include service level analysis in major cost centers, like infrastructure maintenance.

Conclusion

The city's combined budget is an important document, where the community's vision and needs are translated into the resources, personnel and projects needed to support those efforts. This Preliminary Budget presents a strong operational plan to support the services of the city and a capital program that responds to the most urgent needs. The budget I present to you underscores the city's commitment to strategic fiscal stewardship.

This Preliminary Budget is reflective of the hard-working, dedicated employees who are committed to delivering on Bellevue's reputation as "the city where you want to be." I want to thank the staff of the Budget Office, the members of my office, the Leadership Team, department fiscal managers and all other employees who contributed to the success of the 2019-2020 budget process. This community is working together to ensure Bellevue is ready for the future by making fiscal decisions that position the city well as it grows.

Sincerely,



Brad Miyake
City Manager



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CITY OF BELLEVUE
2019-2020
PRELIMINARY BUDGET
EXECUTIVE SUMMARY

OCTOBER 2018



City of Bellevue



INTRODUCTION

The 2019-2020 Preliminary Budget sets forth an operational and capital plan and includes resources needed to provide quality services to the residents and stakeholders of Bellevue, begins to respond to growing urbanization with critical investments, and advances Council's three-year priorities and Council's vision, "the city where you want to be."

The City's General Fund, which pays for public safety, transportation, parks, administrative, and other

functions, continues to face fiscal challenges. Our current forecasts show General Fund expenditures exceeding revenues by 2021, and if nothing changes, the General Fund reserves are forecasted to fall below the Council adopted 15 percent reserve policy by 2023. This budget takes the first step in fiscal sustainability by working with employees to implement strategies impacting out year health care costs, proposing one percent Councilmanic property tax in 2019 and 2020, and a fire inspection fee.

2019-2020 Budget Highlights

The Preliminary Budget provides a blueprint for the continuation of quality city operations for 2019-2020; the city's capital investment plan sets forth a strategy for ongoing progress in meeting the city's infrastructure needs. This budget:

- Invests in public safety by increasing patrol officer time in the community and increasing fire inspectors to maintain current service levels.
- Advances Council Priorities with targeted investments for the Grand Connection, affordable housing, Bellevue College connector, smart cities, environmental stewardship and others.
- With the Law Enforcement Officers and Firefighter Plan 1 (LEOFF1) medical reserve fully depleted, this budget includes \$2,300,000 annually to address the ongoing cost.
- Proposes a fire inspection fee to cover the costs of providing fire inspections consistent with cost recovery objectives in similar code inspections.
- Proposes one percent property tax increase for years 2019 and 2020; a one percent increase in property taxes is \$9.50 annually for a median property owner of \$791,000 assessed value.
- Meets many of the city's infrastructure priorities, including all voted levy projects (Parks, Fire Facility, and Neighborhood Congestion, Safety and Connectivity), other amenities and community priorities.
- Adjusts Development Services rates to account for growth and Utility rates to address aging infrastructure and wholesale costs.



City of Bellevue

BUDGET SNAPSHOT

- ◆ **2018 Population:** 142,400
- ◆ **2018 Forecasted total jobs:** 149,852
- ◆ **2018 Minority population:** 50 percent
- ◆ **2018 Foreign-born population:** 39 percent
- ◆ **2019-2020 Total budget:** \$1.739 billion (includes the first two years of the capital plans)
- ◆ **2019-2020 General Fund budget:** \$476 million
- ◆ **2019-2020 Internal Service Fund budget:** \$215 million
- ◆ **2019-2020 Enterprise Fund budget:** \$442 million
- ◆ **2019-2020 Other Operating & Special Purpose Fund budget:** \$72 million
- ◆ **2019-2025 Total General Capital Investment Plan:** \$693 million
- ◆ **2019-2025 Total Utilities Capital Investment Plan:** \$225 million
- ◆ **Estimated Total FTEs (2020):** 1,383
- ◆ **Local Sales tax rate (2018):** 0.85 percent
- ◆ **Local B&O tax rate (2018):** 0.1496 percent
- ◆ **Local projected property tax rate (2019):** \$0.92/\$1,000 AV (including all voted levies)

HIGH PERFORMANCE CITY

City residents and businesses can assess the effectiveness of city budgets and policies through the results of statistically valid surveys, conducted to ensure that the city hears from a cross-section of its residents.

Survey results show that people and businesses who call Bellevue home are very satisfied with the city, their neighborhoods, and delivery of municipal services. The following highlights are provided from the city’s 2018 Performance Survey (which produces data for 2017) and 2017 Business Survey. More than 500 households were interviewed in a mixed-mode address-based methodology, via online, landline, or cell phone, and more than 900 businesses were interviewed via telephone and the web. The surveys, as well as other reports relating to Bellevue’s budget and overall performance, can be found on the city’s website at <http://www.bellevuewa.gov/performance>.

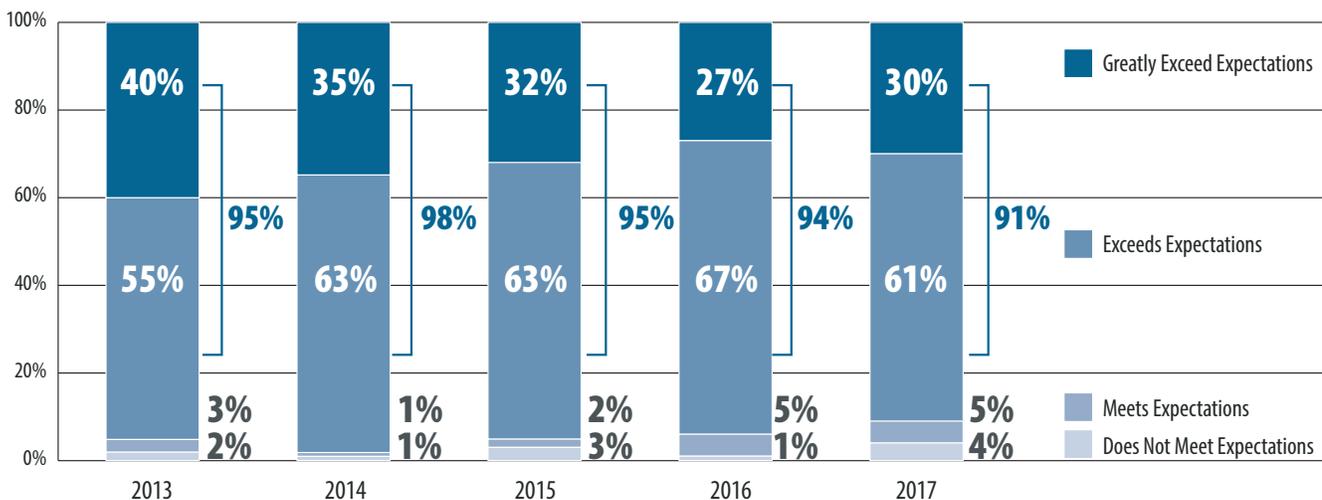
- Quality of life:** For ninety-one percent of Bellevue residents, their quality of life exceeds their expectations with thirty percent saying that the overall quality of life in Bellevue greatly exceeds their expectations, and sixty-one percent saying the quality of life exceeds their expectations.

- Great place to live and operate a business:** When asked whether Bellevue is the same as, better, or a worse place to live than other cities and towns, ninety-two percent of Bellevue residents believe Bellevue is a better or significantly better place to live than other cities and towns. Seventy-five percent of businesses believe Bellevue is a significantly better or somewhat better place to operate a business compared to other cities.

...most residents believe Bellevue is a better place to live

- Quality of city services:** Eighty-nine percent of residents and sixty-nine percent of businesses say the quality of city services exceeds or greatly exceeds their expectations.
- Bellevue Economy:** At ninety percent, nearly all businesses surveyed feel that the strength of Bellevue’s economy is better than that of other cities in the Puget Sound region.

**Performance Survey Results
Overall Quality of Life in Bellevue**



BELLEVUE SERVICES AND COUNCIL VISION

The City of Bellevue is a full-service city, incorporated in 1953. Municipal services include police, fire, transportation, parks, community development, utilities, development services such as permitting and code compliance, plus all administrative functions including information technology, legal, finance, city management, fleet, facilities, among others.

The budget is a policy document establishing an operational plan to provide continuing quality services and to set the strategy for continued progress in meeting the city’s capital infrastructure needs. The city’s budget is framed in six outcome areas and all services are included within the six outcomes – economic growth and competitiveness, healthy and sustainable environment, improved mobility and connectivity, quality neighborhoods and innovative vibrant and caring community, responsive government, and safe community.

In April 2014, Council established its vision for the city and Strategic Target Areas to focus on near term priorities. In May 2018, Council updated the vision and established 25 three-year priorities for 2018-2020.

Council Vision
Bellevue 2035 - The City Where You Want to Be
 Bellevue welcomes the world
 Our diversity is our strength
 We embrace the future while respecting our past

In addition to the many priorities that are already funded through existing work, the 2019-2020 Preliminary Budget increases investment in the following specific areas:

Strategic Target Areas Proposed Enhancements

Achieving Human Potential
 Bellevue College Connection
 Homelessness Coordinator



**Bellevue: Great Places
Where You Want to Be**
 Grand Connection – Early Implementation



Economic Development
 Community Relations Coordinator

**High Quality Built and
Natural Environment**
 Affordable Housing Strategy
 Gateway Northeast Entry/Downtown Park
 Smart City Strategy
 Environmental Stewardship



Transportation and Mobility
 Neighborhood Congestion Management Implementation
 BelRed Parks & Streams
 150th Avenue Southeast at Newport Way

ECONOMIC OUTLOOK

Local Economy

The Puget Sound region continues to outperform the nation. One such measure is unemployment. Bellevue is an economic center of the east-central Puget Sound and as such attracts new businesses and jobs. Compared to the US unemployment rate of 4.1 percent as of July 2018 and Washington State's rate of 4.6 percent, Bellevue's unemployment rate is significantly lower at 3.2 percent in July 2018. Bellevue's average monthly unemployment rate in 2017 was at 3.5 percent which is closer to full employment than the nation. As noted in the table below, Bellevue surpasses the state and the nation in household income and home value.

	Household Income	Median Home Value	Unemployment Rate
United States	\$60,336	\$217,600	4.10%
Washington State	\$70,979	\$339,000	4.60%
Seattle-Tacoma-Bellevue MSA	\$82,133	\$439,800	3.90%
Bellevue	\$121,168	\$791,000	3.20%

Household income, Median house values for US, Washington State and Seattle MSA are from 2017 American Community Survey 1-Year Estimate published by US Census Bureau; Bellevue's Median Assessed Value from King County Assessor; and Unemployment from Bureau of Labor Statistics and Employment Security Department of State of Washington.

Bellevue home values have re-gained and surpassed pre-Great Recession values. The median home value in Bellevue has increased 14.6 percent compared to a year ago and Zillow Research predicts it will rise 4.7 percent within the next year.

Puget Sound region has second largest Gross Domestic Product (GDP) increase in 2017. In 2017, of the large metropolitan areas with population greater than two million, Seattle-Tacoma-Bellevue, WA had the second largest increase (5.2 percent) in real GDP in 2017, behind Austin-Round Rock, TX at 6.9 percent. This was led by growth in professional and business services; wholesale and retail trade; and finance, insurance, real estate, rental, and leasing.

Risks

Bellevue is experiencing strong economic growth, yet as always, there are many risks to Bellevue's economy, which must be watched. A few risks are:

- The shift to greater online purchases from traditional brick and mortar store fronts may impact sales tax growth for the city. As interest rates rise, the price of consumer goods will be impacted, potentially pricing out those with less disposable income.
- Risk of another recession and construction downturn increases as the US economy enters the 10th year from the last recession. Bellevue has seen strong construction activity, providing solid sales tax growth for the past decade. As construction permit issuance is anticipated to stay strong in the early years to maintain its level, the pace of development is anticipated to decline as Bellevue moves through normal development cycles (Source: City of Bellevue Development Services Department).

Bellevue Economic Indicators

- Bellevue's Central Business District (CBD) has strong Class A leasing rates, with rents climbing to \$48.86 per square foot in 2018 (Source: CBRE Research).
- The BelRed area is experiencing high interest in major new construction development including the completion of the Global Innovation Exchange and the recent groundbreaking on REI's new corporate headquarters. By 2023, the total investment in new construction in the BelRed area is estimated to be \$372 million (Source: City of Bellevue Development Services Department).
- As of 3rd quarter 2018, there are 8 major development projects in review, 9 projects under construction, and 6 projects in the pipeline in downtown Bellevue. In the BelRed District, there are 3 projects in review, 10 projects under construction including the REI building, and 8 projects in the pipeline (Source: City of Bellevue 2018 3rd Quarter Major Projects List).

BUDGET OVERVIEW

The 2019-2020 Preliminary Budget presented for Council’s consideration totals \$1.7 billion. It is built on a complex set of differing funds based in generally accepted accounting principles. Funds are used to separate and account for differing types of resources and costs. The city fund structure and related services are:

<p>General Fund \$476 million</p> <p>Supports most of the direct services to the community including police, fire, parks, community development and transportation and administrative operations such as legal, city management, finance and customer service, among others.</p> <p>These services are primarily funded by taxes and charges for services.</p>	<p>Internal Service and Other Operating Funds \$215 million</p> <p>Several areas in the city provide goods and services provided to city departments on a cost-reimbursement basis based on usage of service, including facility and equipment repair and maintenance, technology service charges and others.</p> <p>These services are primarily funded with transfers between funds.</p>	<p>Enterprise Funds \$442 million</p> <p>City operations that are financed and operated similar to a private business, including Development Services, Parks Enterprise, Marina and Utilities.</p> <p>These services are primarily funded by charges for services.</p>	<p>Special Purpose Funds \$72 million</p> <p>Some resources received are restricted either by state law or other request and dedicated to a specific purpose such as grants and donations. In addition, several areas of expenditure are isolated for accounting purposes, such as debt service.</p> <p>These services are primarily funded by grants, donations and other revenues.</p>	<p>Capital Investment Funds (General and Utilities, including reserves) \$534 million</p> <p>Provides for major public facility improvements for items such as park development, transportation roadways, signals, sidewalks, and water, sewer and storm drainage infrastructure.</p> <p>These services are primarily funded by taxes, grants, utility rates and intergovernmental contributions.</p>
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All figures are 2-year (biennial) numbers

Budget One guiding principles

Foremost among the Council’s long-term budget policies is that quality service programs be offered by the City of Bellevue. Other guiding principles include:

- ◆ Focus on services that deliver outcomes important to the community and that are responsive and accessible to all;
- ◆ Position Bellevue to realize opportunities and enhance the city’s image;
- ◆ Examine the entire budget, not just incremental changes from the last budget;
- ◆ Reflect a commitment to innovation, efficiency, and sound business practice;
- ◆ Focus on citywide, not department, priorities;
- ◆ Take a long-range strategic approach to an affordable and sustainable budget; and
- ◆ Where expenditure reductions are necessary, service elimination is preferable to poor or marginal quality programs.

TOTAL OPERATING RESOURCES

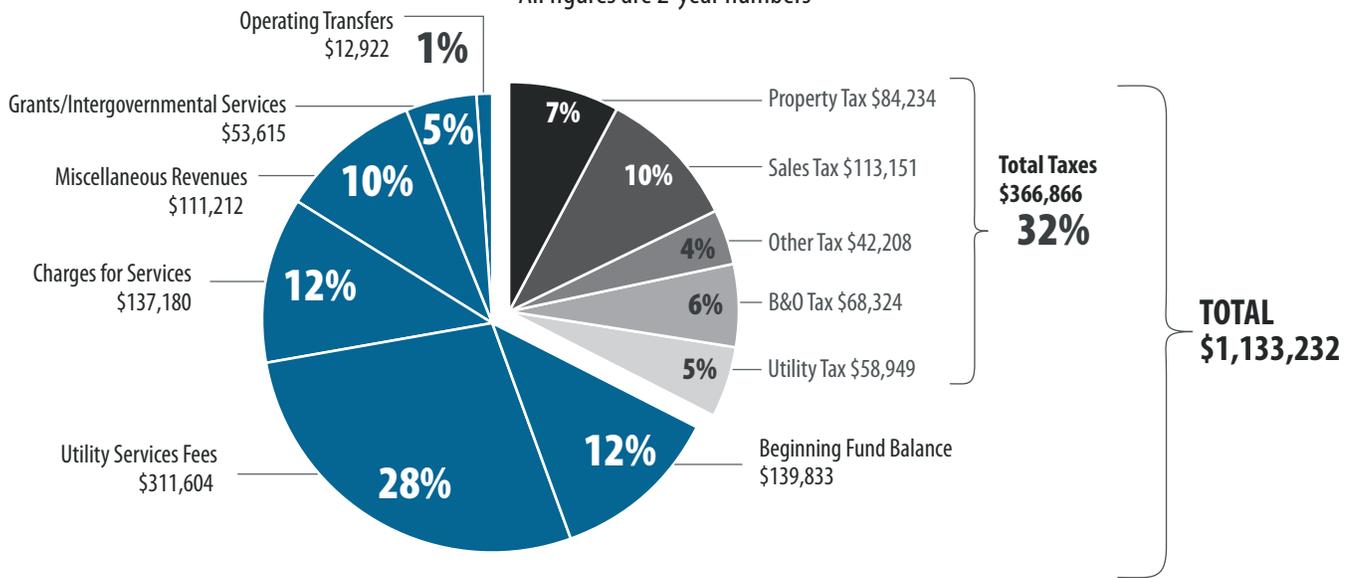
The city's Preliminary Budget is funded through a diverse collection of resources. Many of the resources received are dedicated to a specific purpose and cannot be spent on non-related services or programs. For example, rate revenues received from water service can only be used for that purpose and cannot be used to pay for general services or other types of utility services. Similarly, funding received from Development Services permits can only be used for services related to delivering permits.

The City of Bellevue is a full service city which provides most municipal services directly, including police, fire, transportation, parks, legal, information technology, permitting, finance, facility, human resources, city planning, and utilities. The 2019-2020 Preliminary Budget proposes a fire inspection fee starting in 2020 and the one percent property tax increases. All other existing tax and revenue structures remain the same.

2019–2020 Total Operating Resources (\$000)

General Fund, Enterprise Funds, and Internal Service, and Other Funds

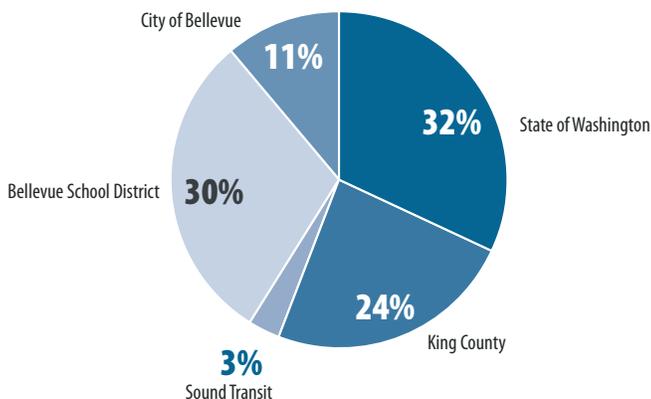
All figures are 2-year numbers



Property tax is collected and administered by King County. Sales tax is collected and administered by the State of Washington. Below is the distribution of these two major tax revenues.

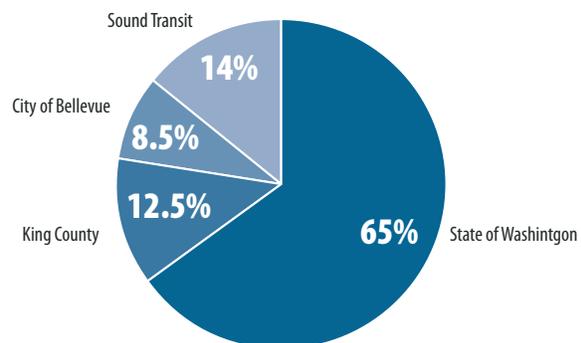
2018 Property Tax Distribution

Total Rate = \$9.1944/\$1000 AV



2018 Sales Tax Distribution

Total Rate = 10% of Purchase



GENERAL FUND FORECAST

The General Fund supports the majority of city operations including police, fire, transportation, parks and community services, community development, and various administrative functions such as City Council, City Management, City Attorney, and Finance, among others. Our current forecasts show General Fund expenditures exceeding revenues by 2021, and if nothing changes, the General Fund reserves are forecasted to fall below the Council adopted 15 percent reserve policy by 2023. The principle drivers influencing this forecast are:

Robust Land Use, Population, and Employment Growth

The city continues to experience substantial growth that over time will require more complex and urbanized services. In addition to known costs for opening Fire Station 10 in 2022, the out-year forecast includes a modest 0.3 percent growth in total expenditures to reflect our growing community and the needs it generates.

Annexation Sales Tax Credit

The annexation sales tax credit, partially offsetting costs to provide services in the 2012 Eastgate annexation area, will expire in 2022. The result is reduced revenue to the city’s General Fund of approximately \$1,000,000 annually.

Fire Station 10

In 2018, Council authorized the purchase of land and building of a new fire station to address response times in the city. Fire station 10 is anticipated to open in 2022. The forecast assumes approximately \$3,000,000 annually for supporting operations including 13 staff, an apparatus, and equipment.

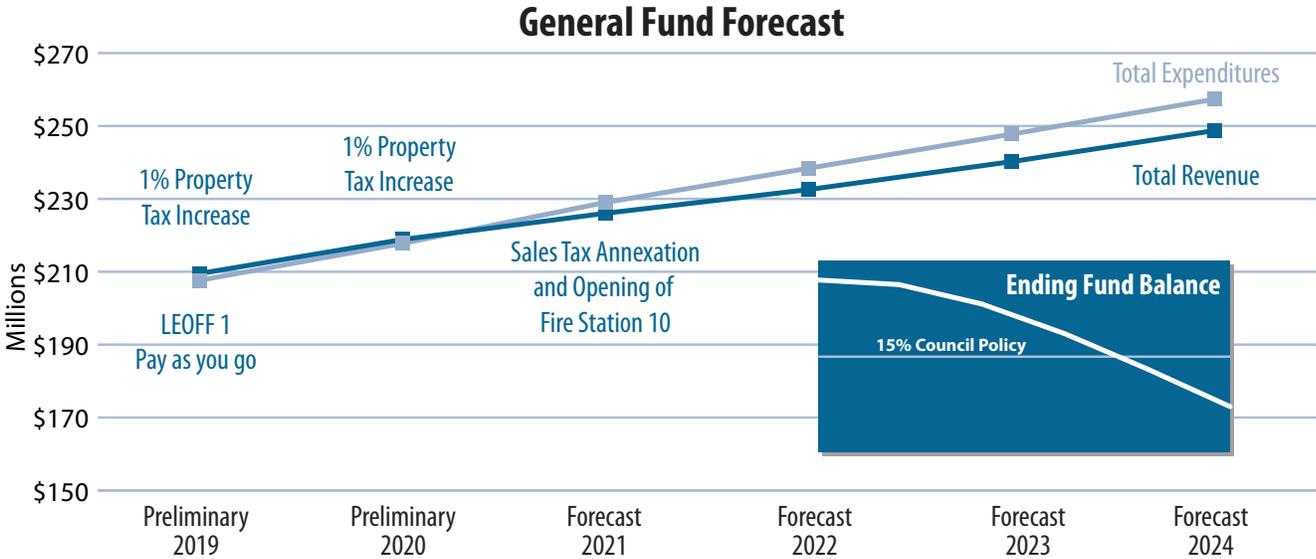
Capital Investment Program (CIP) Maintenance and Operations

While major maintenance and renovation projects are contained within the CIP, minor maintenance is funded with operating funds. The city has a policy that addresses funding for minor maintenance on existing infrastructure. As the city builds new infrastructure, there are limited mechanisms to ensure additional maintenance and operations funding for those new facilities. As a result, the portion of available General Fund revenue dedicated to maintenance grows over time. This forecast assumes maintenance costs for known infrastructure through 2025.

Mitigation Strategies

With known financial pressures on the General Fund, this budget begins to take the first step to sustainability. Specifically:

- Bending the out-year growth rate of expenditures with strategies to reduce health care cost growth while continuing to provide a competitive plan to all employees.
- Proposes one percent property tax increase for years 2019 and 2020. A one percent increase in property tax is \$9.50 annually for a median property owner of \$791,000 assessed value.
- Proposes a fire inspection fee starting in 2020 to recover the cost of providing fire inspections consistent with cost-recovery objectives in similar code inspections.



GENERAL CAPITAL INVESTMENT PROGRAM (CIP)

The 2019-2025 Preliminary General Capital Investment Program (CIP) plan prepares and serves as a catalyst for future development within a constrained budget. It builds on the 2017-2023 amended CIP, which included completion of the Downtown Park and Meydenbauer Park Phase 1. It also provided for the implementation of the Transportation Infrastructure Financing and Innovation Act projects in BelRed, as well as neighborhood and other amenities. The 2019-2025 Preliminary CIP totals \$693 million, is balanced, and accomplishes the following:

- Advances the Council Priorities above the 2017-2023 amended budget – total of \$30 million
- Ensures debt obligations are met, including debt service payments beginning in 2024 for the Transportation Infrastructure Financing and Innovation Act (TIFIA) loan
- Maintains existing infrastructure in accordance with Council policy
- Ensures TIFIA projects are completed on schedule and in accordance with federal guidelines – 12 multimodal roadways in the new BelRed neighborhood

- Continues the voter approved levy commitments – Parks (2008), Fire Facilities (2016), and Neighborhood Congestion, Safety, and Connectivity (2016)
- Provides other quality of life amenities with new investments in affordable housing, Environmental Stewardship Initiative, and two new neighborhood parks
- Promotes diversity and accessibility to city services through a new Mini City Hall in the south end of the City
- Continues to show progress on big scale, long term projects including West Lake Sammamish Parkway, Meydenbauer Park, and Bellevue Way HOV.
- Fulfills general government capital responsibilities including construction of Fire Station 10 and major maintenance of city facilities.
- Supports neighborhood programs such as the Neighborhood Enhancement Program, Public Art Program, and the new Neighborhood Congestion Management Project Implementation.



UTILITY RATES

The Preliminary Budget includes the utility rate increases for 2019-2020, shown in the chart below, to enable Bellevue to continue delivery of high quality drinking water, sewer, and storm and surface water management services to its customers. Bellevue’s utility rates are competitive and will continue to be competitive in the future with the Council adopted financial policy to proactively plan and prepare for infrastructure replacement and renewal.

Wholesale costs drive increases

The cost of purchasing water and payment for wastewater treatment services by King County represents the largest cost centers for the water and sewer utilities. Increases in these costs are significant drivers for the proposed water and sewer rate increases and represent a 1.4 percent increase in 2019 and a 0.8 percent increase in 2020 to the combined utility bill (shown in table below).

Operational efficiency and the prudent management of the utilities financial resources has been and will continue to be a priority. The 2019-2020 proposed Utilities budget includes minimal new programs.

Aging Infrastructure

Utilities owns, operates, and maintains over \$3.5 billion of infrastructure assets, with over 1,600 miles of pipeline to provide clean and safe drinking water; safely convey wastewater away from homes and businesses; and safely manage storm and surface water runoff to protect property and the environment. This infrastructure was primarily constructed in the 1950s and 1960s, and most of the assets are well past midlife.

As the infrastructure ages, it becomes less reliable and more failures occur. As a result, the cost to operate, maintain, rehabilitate, and replace infrastructure assets increases.

Over the next 75 years, approximately \$2.4 billion will be needed to renew or replace infrastructure within the three utilities. System renewal is and will continue to be the most significant driver of the Utilities CIP.

Maintaining and enhancing customer service

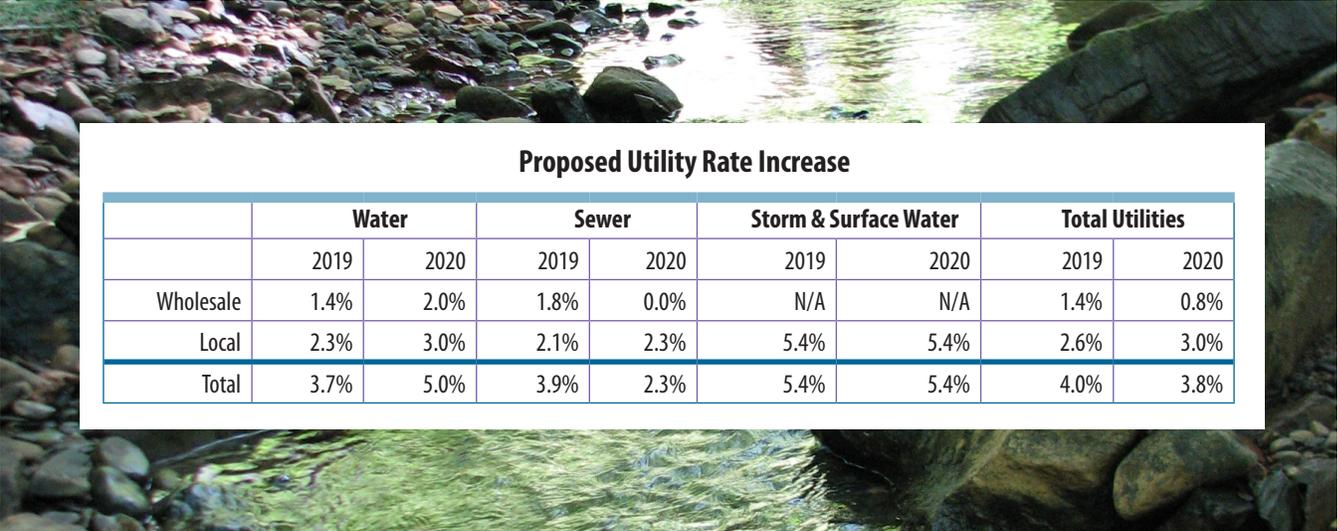
The Preliminary Budget includes the following investments to be funded with existing resources within the water and sewer utilities and will not have an impact upon rates:

Maintenance Facility Land Acquisition

Utilities needs an additional maintenance facility in the north end of Bellevue to better serve our customers by maximizing efficiencies and improving emergency response. The current operations and maintenance facilities are operating at or near capacity and will not meet all of Utilities’ operational needs in the future. The 2019-2020 proposed Utilities CIP includes funding for this investment.

Advanced Metering Infrastructure (AMI)

The 2019-2020 proposed Utilities CIP includes funding to implement a new Advanced Metering Infrastructure (AMI) system, which will provide customers near real-time access to water consumption information and allow for early leak detection.



DEVELOPMENT SERVICES FUND

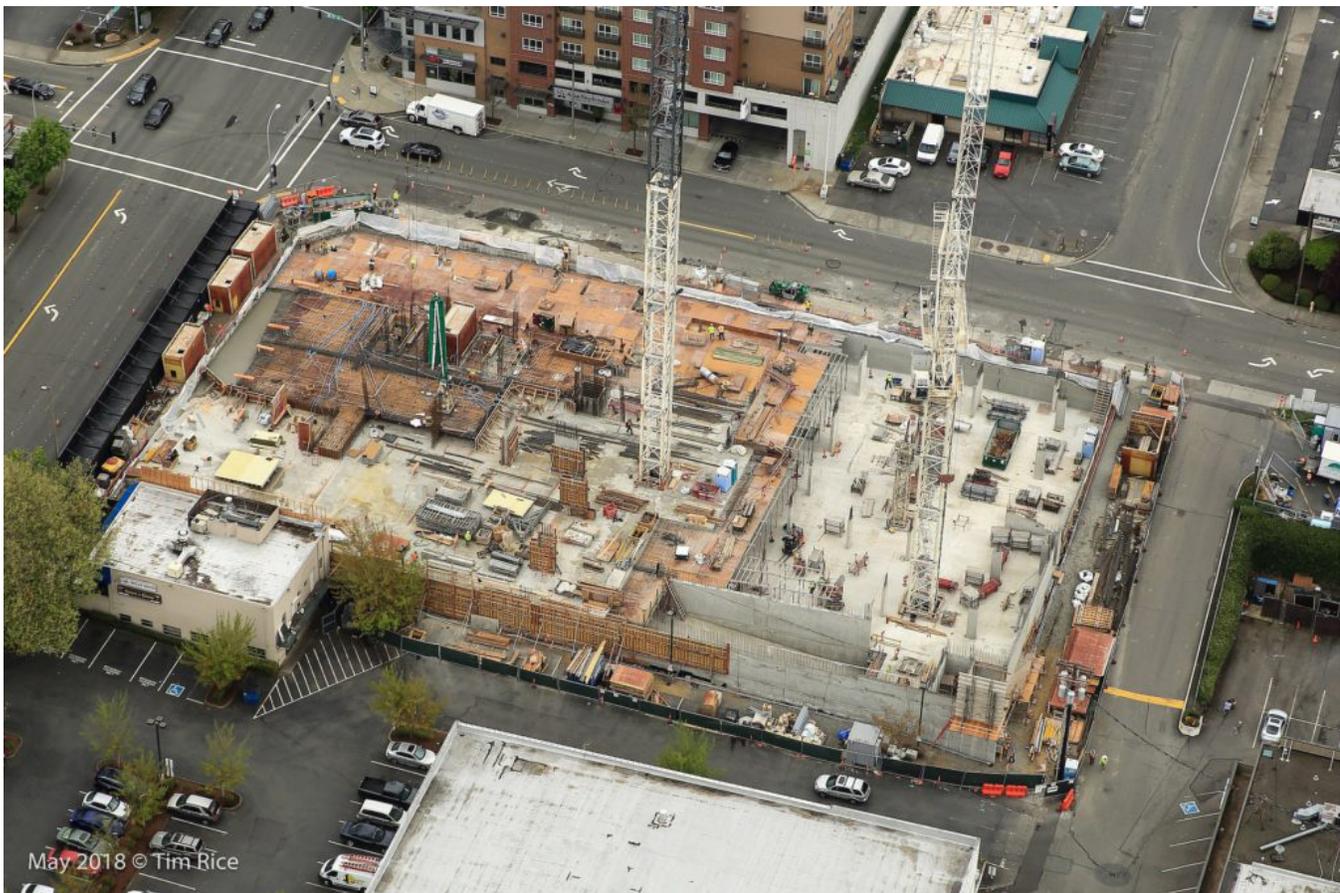
There continues to be high interest in major project development in Bellevue. Several new major projects are in the review process and additional projects are under construction or have recently obtained permits. Examples of major projects of note include Summit III, Spring District Residential and the REI Campus. The Sound Transit East Link light rail project is under construction along the entire alignment, generating demand for both review and inspection services. The light rail project is anticipated to spur long-term commercial and residential Transit-Oriented Development near light rail stations.

The construction valuation for issued permits, considered a key barometer of development activity, is anticipated to be up slightly from the prior year as interest continues for new major projects, single family residences, single family alterations, and tenant improvements. Construction investment for major projects is a significant driver in the forecast and is

anticipated to stay high in the early years, with an expected decline in the latter years of the forecast.

The timing of the construction of these projects will play a role in the staffing level needed in Development Services to support major project activity. Current staffing levels for review, inspection, and support services are anticipated to continue through the 2019-2020 budget to meet the demand for permit review and inspection services. Consistent with the long-range financial planning effort, changes in resource levels are continually assessed and modified to accommodate workload, maintain service levels, and maintain budget alignment.

For 2019-2020, Development Services' budget includes rate and fee adjustments in line with inflation to meet its cost recovery objectives established by Council policy. Rates are adjusted annually to ensure that fees keep pace with the cost of providing services, and to sustain adequate resources to meet demand through the development cycles.



PRICE OF GOVERNMENT

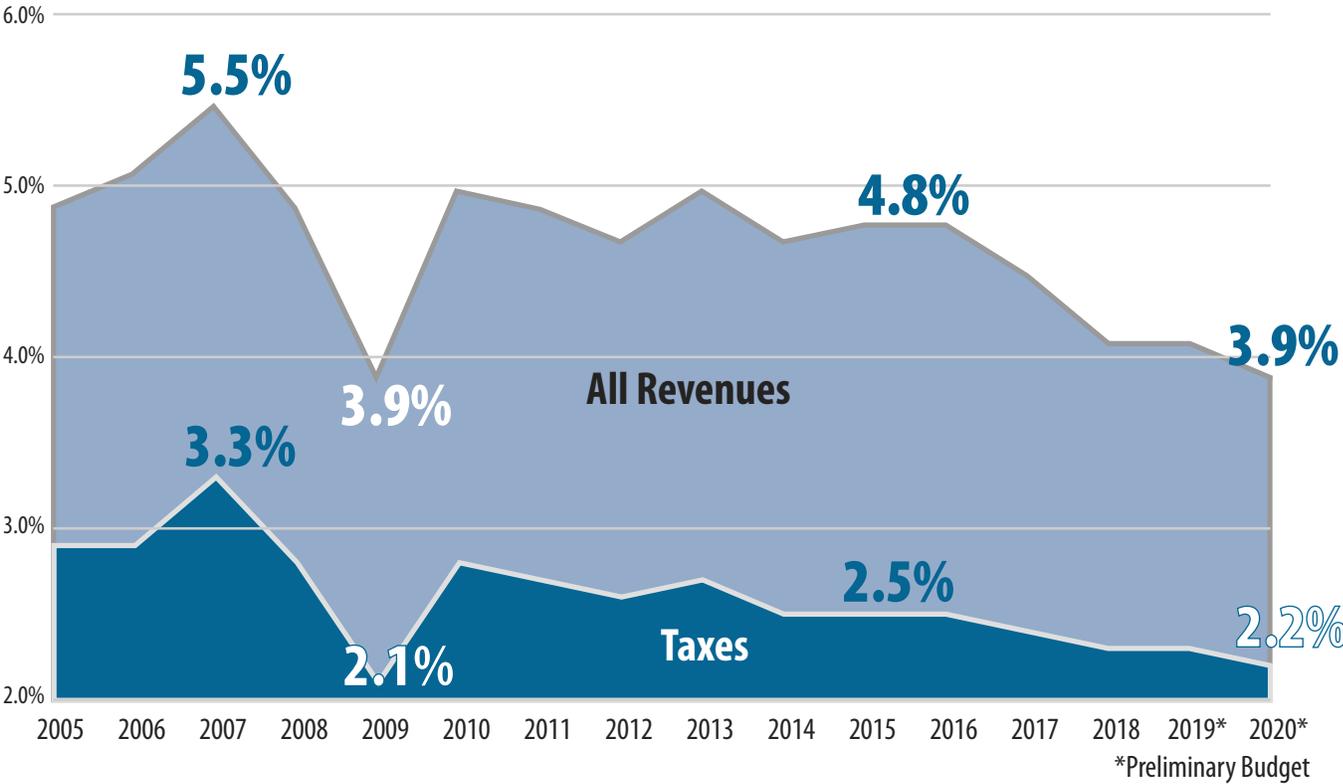
The price of government allows the city to compare what residents pay for services on an annual basis and see how that has changed over time. The “price” of government is defined as the sum of all taxes, fees and charges collected directly by the city, divided by the city’s total aggregate income¹. Aggregate income is determined by multiplying the mean household income² by the number of households².

The graph below states that for every household dollar earned in 2020, 3.9 percent or 3.9 cents goes to provide municipal services. Since the Great Recession, Bellevue’s price of government has continued to fall from 5 percent in 2010 to 3.9 percent in 2020. The main driver in the decrease is that household incomes have risen since the Great Recession. This is similar to the trend seen at other municipalities.

¹Source: Osborne, D., & Hutchinson, P. (2004) *The Price of Government*. Basic Books

²Source: United States Census Bureau, *American Community Survey 1-Year Estimates*

Price of Government
City of Bellevue 2005-2020



A special thank you to the Leadership Team, Budget Office, department fiscal contacts, proposal writers, Graphics Services and all city employees who deliver the needed services to our community.



For complete Budget Summary information:
BellevueWA.gov



About Bellevue

This chapter provides information about the City of Bellevue, its form of government, management structure, location, population, and business climate. This information will aid the reader in understanding Bellevue's service programs. Budgetary values have more complete meaning when placed in this context.

A. Form of Government and Organization

The City of Bellevue is a noncharter optional code city. It was incorporated on April 1, 1953. From its incorporation, Bellevue has maintained a Council-City Manager form of government. The City Manager is appointed by the Council as the chief executive officer of the city and is responsible to the Council for the proper administration of all city affairs. Councilmembers are elected at large by Bellevue voters, and each serves a four-year term. Councilmembers are part-time officials who exercise the legislative power of the city and determine city policy. Bellevue has a seven-member Council, one of whom is elected by his or her fellow members to serve as Mayor for two years. The Mayor serves as chairperson of the Council, makes appointments to Council committees, and presides over weekly Council meetings. The Mayor has an equal vote with other Councilmembers.

The offices of City Clerk, City Treasurer, and Chief of Police are subordinate positions required by state statute. They are established by the Council and appointed by the City Manager. The City Clerk is responsible for keeping public records, and the City Treasurer is responsible for the receipt, disbursement, and custody of public monies. Though the City Clerk position, by statute, can include the duties of Treasurer, the City of Bellevue has established both positions, with the City Treasurer being defined as the Finance Director. All officers and/or department directors of the city are appointed by the City Manager.

The following pages contain several different organization and responsibility charts. These charts illustrate the city's management organization from different perspectives.

Figure 3-1 presents an organization chart that shows the reporting relationships that currently exist.

Figure 3-2 presents a functional organization chart showing the principal activities for which each organization is responsible. These functional responsibilities are shown in detail in the department organization charts presented in the departmental chapters of the Budget.

Figure 3-3 lists the current Councilmembers and department directors.

Figure 3-4 presents and describes the array of advisory boards and commissions.

Figure 3-5 shows the age distribution of Bellevue's population from 1970 through 2017.

Figure 3-6 shows the race / ethnic distribution of Bellevue's population in 2017.



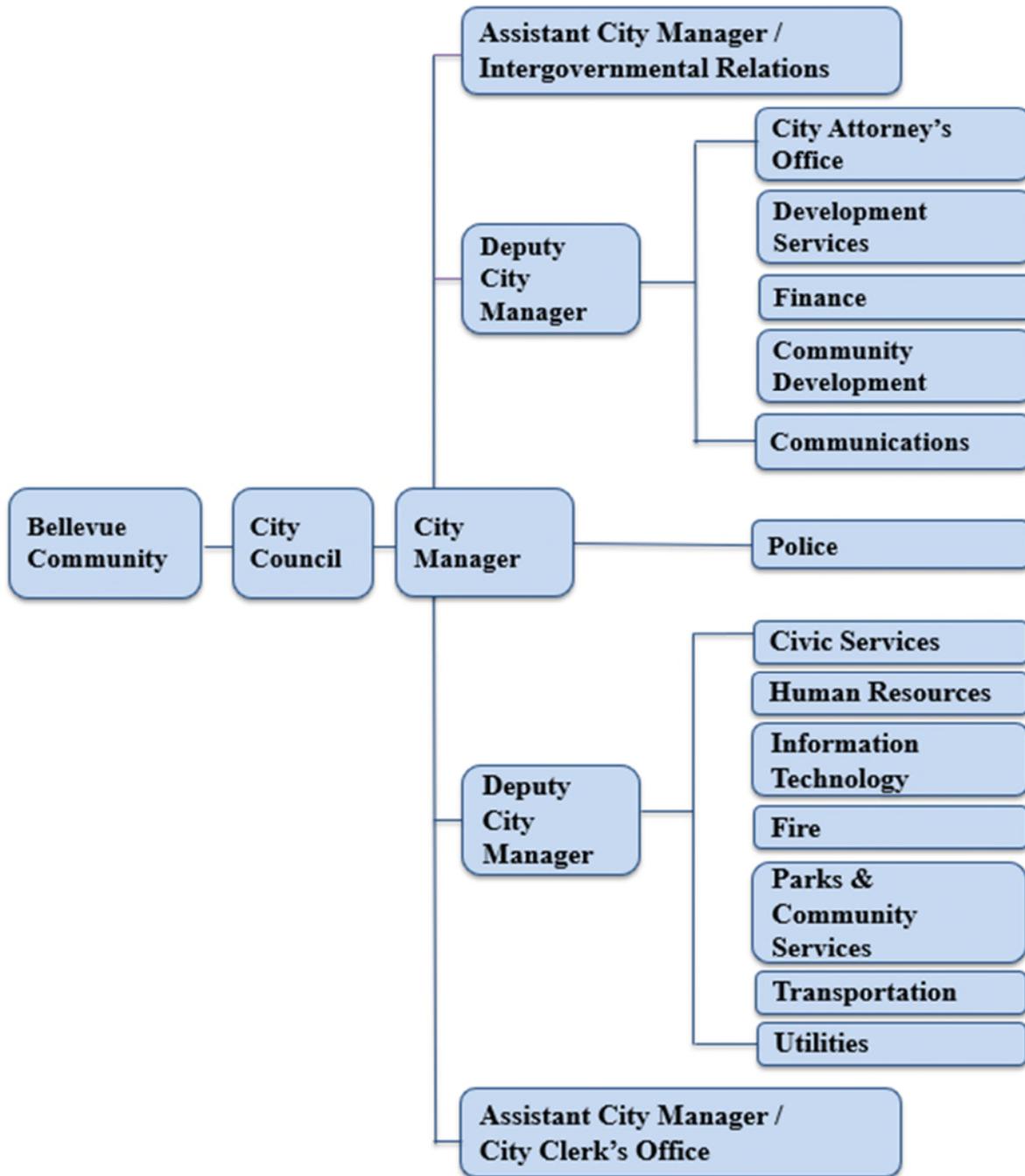
About Bellevue

Figure 3-7 shows key demographic characteristics over the past three U.S. Census periods.

Figure 3-8 summarizes other trends for 2014 through 2018.

Figure 3-1 City of Bellevue Hierarchical Org Chart

City of Bellevue Administrative Structure 2019-2020





About Bellevue

Figure 3-2 Principal Activities

<p>City Attorney</p> <ul style="list-style-type: none"> • Legal support for City Council, all departments, and boards and commissions • Prosecution • Litigation • Risk Management 	<p>Finance</p> <ul style="list-style-type: none"> • General supervision over the city’s financial affairs
<p>City Clerk</p> <ul style="list-style-type: none"> • City Council support • City records and documents • Hearing Examiner staffing • Community Council staffing 	<p>City Manager</p> <ul style="list-style-type: none"> • City administration • Intergovernmental relations • Media relations • Publications
<p>Human Resources</p> <ul style="list-style-type: none"> • Personnel services, recruitment, selection • Matters of personnel policy • Compensation and classification • Workforce diversity • Staff training 	<p>Fire</p> <ul style="list-style-type: none"> • Fire suppression and rescue services • Fire prevention and education • Emergency medical services • Disaster preparedness • Hazardous materials emergency management
<p>Civic Services</p> <ul style="list-style-type: none"> • Service First Public Service Desk • Facilities services • Mechanical and electronic equipment repair 	<p>Development Services</p> <ul style="list-style-type: none"> • Development review and permitting • Clearing and grading permitting and inspection • Code enforcement
<p>Parks & Community Services</p> <ul style="list-style-type: none"> • Administration of city parks and recreation programs • Youth Link • Human services • Human Services Commission staffing • Probation • Park planning and development • Park Board staffing 	<p>Community Development</p> <ul style="list-style-type: none"> • Rezones • Affordable housing • Citywide policy coordination • Comprehensive planning • Community outreach • Planning Commission staffing • Economic and demographic statistical analysis • Community development functions of CIP • Arts program and Arts Commission staffing • Enhance the economy • Business development and retention • Redevelopment of small neighborhood centers • Promote tourism and international trade
<p>Information Technology</p> <ul style="list-style-type: none"> • Management of city's computer and telecommunications systems • Telephone systems management • Computer applications programming • Geographic information systems (GIS) 	<p>Utilities</p> <ul style="list-style-type: none"> • Water, sewer, storm and surface water, and solid waste utilities • Private utility franchising • Utility billing • Environmental Services Commission staffing
<p>Police</p> <ul style="list-style-type: none"> • Policing functions • Police-related community programs • Park patrol • Public safety communications center 	<p>Transportation</p> <ul style="list-style-type: none"> • Street maintenance • Transportation planning, design, construction management, and operation • Transportation Commission staffing



About Bellevue

Figure 3-3 Current Councilmembers and Directors

Elected City Council

Mayor John Chelminiak
 Deputy Mayor Lynne Robinson

Council Conrad Lee
 Jared Nieuwenhuis
 Jennifer Robertson
 John Stokes
 Janice Zahn*

Appointed Administrative Staff

City Manager Brad Miyake
 Deputy City Manager..... Mary Kate Berens
 Deputy City Manager..... Nathan McCommon
 Director of Intergovernmental Relations Joyce Nichols
 City Attorney Lori Riordan
 Assistant City Manager/City Clerk..... Kyle Stannert
 Development Services Director Mike Brennan
 Civic Services Director (Interim)..... Laurie Leland
 Finance Director..... Toni Call
 Fire Chief Jay Hagen
 Human Resources Director Joy St. Germain
 Chief Information Officer Sabra Schneider
 Parks & Community Services Director..... Patrick Foran
 Community Development Director..... Mac Cummins
 Police Chief..... Steve Mylett
 Transportation Director..... Dave Berg
 Utilities Director Nav Otal

*Elected to complete an unexpired term.



About Bellevue

Figure 3-4 Advisory Boards and Commissions

Arts Commission

Number of Members: 7

Appointed By: Mayor. Confirmed by City Council.

Purpose/Comments: To perform the necessary functions in order that Bellevue may provide leadership in the Arts and to advise the City Council on matters of the Arts.

The Board meets once a month, and staffing is provided by the Community Development Department.

Bellevue Convention Center Authority Board

Number of Members: 7

Appointed By: City Manager. Confirmed by City Council.

Purpose/Comments: To govern the affairs of the Bellevue Convention Center Authority (BCCA), which was established by City Council action on December 4, 1989. All corporate powers of the BCCA are exercised by or under the direction of the Board of Directors.

The BCCA Board meets monthly, and staffing is provided by Meydenbauer Center staff.

Civil Service Commission

Number of Members: 5

Appointed By: City Manager

Purpose/Comments: 1) To provide for, formulate, and hold competitive tests to determine the relative qualifications of persons who seek employment for the position of Police Officer or Firefighter with the City of Bellevue; 2) to provide for promotion on the basis of merit; 3) to give uniformed personnel tenure; and 4) to provide for a commission to investigate, by public hearing, suspensions, demotions, and discharges.

The Board meets quarterly and as needed, and staffing is provided by the Human Resources Department.



About Bellevue

Diversity Advisory Network

Number of Members: 21

Appointed By: City Manager

Purpose/Comments: 1) To provide counsel to the city on how to better reach, serve, communicate and collaborate with Bellevue's diverse community; 2) to collect community feedback to help assess city services from a cultural competency lens; 3) to engage in cross cultural dialogue focused on diversity issues; and 4) to provide feedback and insight on issues relevant to communities in Bellevue.

The group meets monthly, and staffing support is provided by the City Manager's Office.

Environmental Services Commission

Number of Members: 7

Appointed By: Mayor. Confirmed by City Council

Purpose/Comments: To act in an advisory capacity to the City Council regarding city water, sewer, storm and surface water, and solid waste utility programs. The Commission makes recommendations to the Council as needed regarding short- and long-term planning, rates and rate structures, annual budgets, and other policies directly related to utility functions.

The Commission meets monthly, and staffing is provided by the Utilities Department.



About Bellevue

Human Services Commission

Number of Members: 7, plus city staff from the Police and Parks & Community Services Departments, appointed as ex-officio members by the City Manager

Appointed By: Mayor. Confirmed by City Council.

Purpose/Comments: To make recommendations to the City Council regarding human services issues, such as the community's needs, policy development, and the allocation of local and federal funds.

The Commission meets once a month and is staffed by the Parks & Community Services Department.

LEOFF 1 Disability Board

Number of Members: 5

Appointed By: Membership includes: two Council members, appointed by the Mayor; one firefighter elected by the city's firefighters; one law enforcement officer elected by the city's law enforcement officers; and one member of the public appointed by the City Manager.

Purpose/Comments: To act upon, approve, or deny firefighters' and law enforcement officers' claims for disability leave/retirement or medical benefits.

The Board meets once a month, and staffing is provided by the Human Resources Department.

Library Board

Number of Members: 7

Appointed By: Mayor. Confirmed by City Council.

Purpose/Comments: 1) To serve as a liaison between the libraries and the community; and 2) to cooperate with the local, regional, and national trustees associations to participate in library matters.

The Board meets once a month, and staffing is provided by the local libraries.



About Bellevue

Parks & Community Services Board

Number of Members: 7

Appointed By: Mayor. Confirmed by City Council.

Purpose/Comments: The Parks & Community Services Board advises the City Council on policies regarding parks and open space issues such as park planning; design and construction; development, redevelopment and renovation; enterprise management; and natural resources, land stewardship, and environmental education. The Board also advises the City Council on policies regarding community services issues such as recreation opportunities for a wide range of interests, ages, and abilities; cultural diversity; community centers; Parks & Community Services Department-related special events; and probation services.

The Board meets once a month, and staffing is provided by the Parks & Community Services Department.

Planning Commission

Number of Members: 7

Appointed By: Mayor. Confirmed by City Council.

Purpose/Comments: To make recommendations to the City Council regarding land use issues such as Bellevue's Comprehensive Plan, Subarea Plans, land use management ordinances, potential annexations, etc.

The Commission meets at least twice a month, and staffing is provided by the Community Development Department.

Transportation Commission

Number of Members: 7

Appointed By: Mayor. Confirmed by City Council.

Purpose/Comments: To advise the City Council on transportation issues and to make recommendations to the City Council regarding transportation facility plans and related transportation capital investment projects.

The Commission meets monthly and is staffed by the Transportation Department.



About Bellevue

Youth Link Board

Number of Members:

12

Appointed By:

The Board consists of six youths and six adults appointed by the City Manager, with two ex-officio positions, representing the City Council and the Bellevue School Board.

Purpose/Comments:

To advise the City Council on issues facing Bellevue's youth, to involve youth in current community issues, to utilize youth ideas to address community concerns and to create new outlets for youth opportunities.

The Board meets monthly and is staffed by the Parks & Community Services Department.

B. Location, Population, and Business Climate

A Growing City

Spanning an area of 4.7 square miles near Meydenbauer Bay, the City of Bellevue incorporated in 1953, with a population of 5,950. Development continued in areas east of the city, including the building of the Lake Hills planned community, which brought hundreds of new families to the area. Construction of the Evergreen Point Floating bridge also facilitated further growth. The young city proceeded to annex neighboring areas, growing to span over 28 square miles and reaching over 61,000 in population by 1970.

During the 1970s and 80s, annexation and population growth continued, but at a slower pace. Instead, employment growth took off with the number of jobs quadrupling. For the first time, in 1990, the number of jobs in Bellevue, 89,910, surpassed the number of residents, 86,874.

Over the last couple of decades Bellevue has grown beyond its “suburban” status to become a thriving metropolitan city that is home to many of the world’s leading high-tech firms. Today Bellevue has an estimated population of 142,400 (the fifth largest city in the state), and an equally large employment base of 147,647 jobs. By 2035, Bellevue is projected to reach over 160,700 residents and nearly 192,800 jobs.



Location

Strategically located at the intersection of Interstate 90, State Route 520, and Interstate 405, Bellevue is both the geographic center and the economic anchor of the Eastside. It is 11 miles from Seattle to the west, 28 miles from Everett to the north and 36 miles from Tacoma to the south. Bellevue is also about three hours north of Portland, Oregon, and three hours south of Vancouver, Canada.

About Bellevue

A “City in a Park”

With the Cascade Mountains to the east, the Olympic Mountains to the west, and Mount Rainier to the south, Bellevue is surrounded by natural beauty. When viewed from the air, Bellevue clearly fulfills its image as a “City in a Park.” Lying between Lakes Washington and Sammamish, interlaced with miles of urban forests, open streams, wetlands, freshwater lakes, and foothills rising to almost 1,500 feet, Bellevue is blessed with a rich natural environment. The city treasures and protects these natural places, maintaining more than 2,700 acres – nearly 13 percent of its land area – in city-owned open space, including natural areas and developed parks, greenbelts, and wetlands. Even in the heart of the downtown business district, Bellevue’s Downtown Park provides a green respite, an informal gathering place and a popular location for special events and celebrations. Abundant vegetation softens the impacts of commercial areas and blends them into the natural environment.



Bellevue provides residents and visitors with a wealth of year-round outdoor recreation opportunities, including sailing, fishing, hiking, canoeing, kayaking, bicycling, golf, and water skiing.



Quality Neighborhoods

Visitors to Bellevue often remark that the city feels “safe and clean.” Residents and businesses value well-maintained homes and properties. The city places a high priority on maintaining public infrastructure, opting to ensure that existing facilities are in good condition before building new ones. Bellevue is also a safe place, with relatively low crime rates for a community of its size.

In 2017, there were more than 58,000 households residing in Bellevue. Residents choose from a variety of housing types and living environments, ranging from quiet, older neighborhoods to new high-rise communities in Downtown, to modern view homes on Cougar Mountain near Bellevue’s southern edge. Convenient and family-friendly neighborhoods offer excellent schools and neighborhood amenities. Senior and assisted

About Bellevue

housing are also available for residents who wish to stay in Bellevue as their housing needs change.

A Vibrant Downtown

Downtown Bellevue is among the Northwest’s most distinctive business districts, featuring a successful mix of office towers, stores, theatres, restaurants and hotels, along with such institutions as the Bellevue Arts Museum, the Bellevue Regional Library, and the Meydenbauer Convention Center. Over 50,000 jobs are located Downtown and an increasing number of people (13,400 in 2018) live in Downtown, where new apartments and condominiums are coalescing into true urban neighborhoods. A majority of the city’s future growth is planned to occur in Downtown and BelRed as those neighborhoods continues to redevelop.



A Strong Economy

As part of a large and complex metropolitan region of 4.0 million people, Bellevue is a hub for information technology, aerospace, business services, and retail companies. Microsoft, T-Mobile, Expedia and Boeing are some of its largest employers.

The city also has three of the premier health care providers in the region, Overlake Hospital, Kaiser Permanente, and Children’s Hospital, located just east of Downtown, in Bellevue’s medical district.

The Global Innovation Exchange (GIX), a global partnership between the University of Washington and Tsinghua University, two major research universities, with early support from Microsoft, launched its first degree programs in the fall of 2017. GIX is located in Bellevue’s Spring District in the BelRed subarea.

Meydenbauer Convention Center attracts over a quarter of a million people to the city each year. The Port of Seattle, the seventh largest container port in North America, is less than 20 minutes from Downtown Bellevue. The city is less than half an hour from the Seattle-Tacoma International Airport and several commuter airfields, which provide links to other cities in the Pacific Northwest as well as international destinations.



About Bellevue

Downtown's luxury shopping centers, the Bellevue Collection, and the Shops at the Bravern, pull in tourists from all over the world. Bellevue's current daytime population is estimated at 224,000, and Bellevue ranks second in the state for retail sales and second in King County for property values (as measured by assessed valuation).

Bellevue Schools and Higher Education

Bellevue's strong economy is directly related to Bellevue being one of the most highly educated communities in the nation, with 68 percent of its adult residents having achieved a Bachelor's Degree or higher in 2017. The city's schools are also consistently rated among the best in the country, which attracts families to the city.

With a total enrollment of 20,262 students in 2017-2018, the Bellevue School District includes 15 regular elementary schools, one Spanish Immersion elementary school, one Mandarin dual language elementary school, five regular middle schools, four regular high schools and two alternative middle/high schools. Two of Bellevue School District's regular high schools were awarded gold medals by the U.S. News and World Report's 2016 ranking of Best High Schools.

Bellevue is also home to Bellevue College, the third largest institution of higher learning in Washington. While the majority of Bellevue College students come from communities throughout the greater Puget Sound region, many students come from all over the world, including 1,800 international students from more than 70 countries. Bellevue College had an average quarterly enrollment of 17,700 students for the 2017-2018 enrollment year.

Climate

Mild winters and cool summers characterize Bellevue. High temperatures in July average about 75° F (24° C) compared to an 86° F (30° C) United States average, while low temperatures in January average 36° F (2° C) compared to a 23° F (-5° C) United States average. Average rainfall in the region is about 41 inches per year compared to 24 inches in San Francisco, 38 inches in Chicago, and 49 inches in Boston.

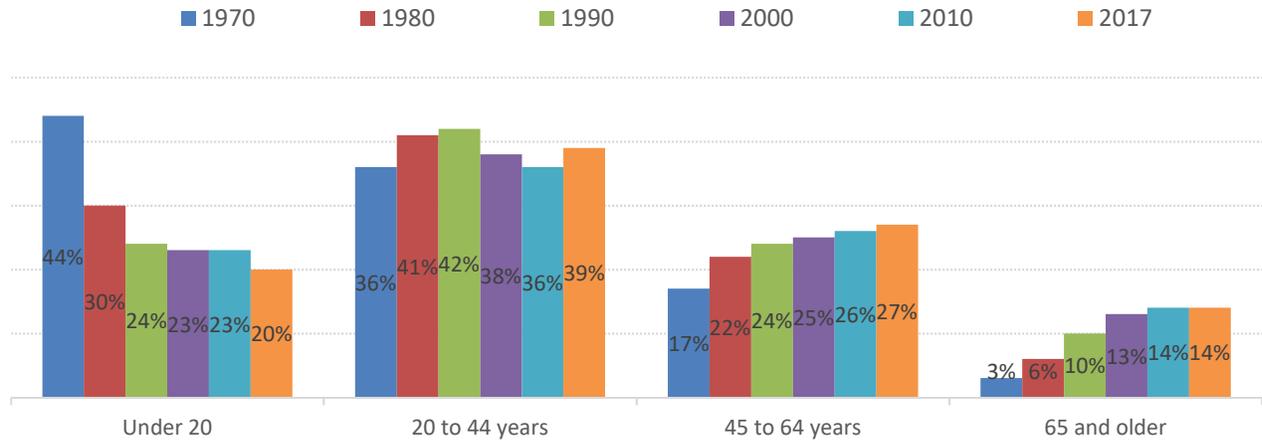


Demographics

Bellevue's estimated population as of August 1, 2018 was 142,400, and it is projected to reach 160,700 by 2035. As the city has matured over the decades and its population has grown, Bellevue has become more diverse socially, culturally and economically as demonstrated by the charts below.

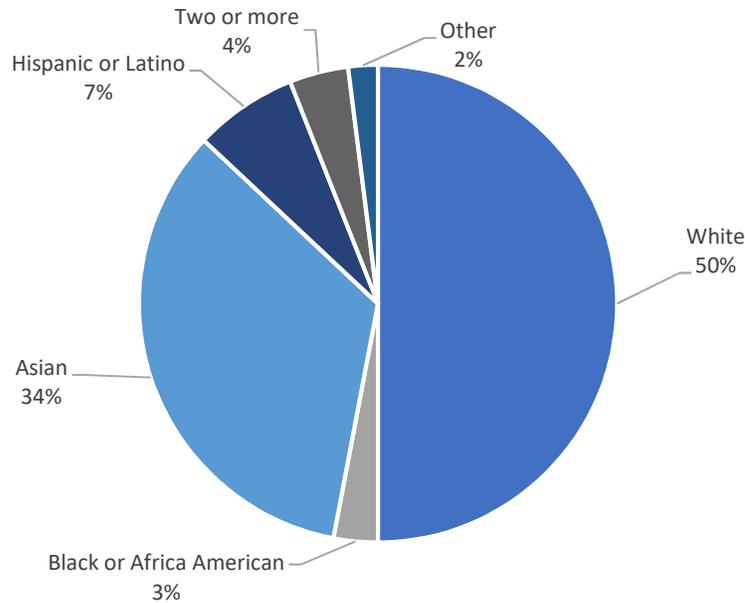
About Bellevue

Figure 3-5 Age Distribution of Bellevue’s Population, 1970 – 2017



Sources: U.S. Census Bureau, 1970, 1980, 1990, 2000 and 2010 Census and 2017 American Community Survey; 1970 and 1980 pulled from Minnesota Population Center. National Historical Geographic Information System: Version 2.0. Minneapolis, MN: University of Minnesota 2011.

Figure 3-6 Race / Ethnic Distribution



Source: U.S. Census Bureau, 2017 American Community Survey; Washington State Office of Financial Management for citywide population



About Bellevue

Figure 3-7 Summary of Key Demographic Trends

Demographic Characteristics	1990 Census	2000 Census	2010 Census/ ACS*	2017 ACS*
Median age	35.4	38.2	38.5	37.4
Percent of population age 65 or older	10%	13%	14%	14%
Percent of a minority race or ethnicity	15%	28%	41%	50%
Percent Asian	10%	17%	28%	34%
Percent population foreign born*	13%	25%	33%	39%
Percent of population (age 5+) that speak a language other than English at home*	14%	27%	38%	43%
Percent of adults (age 25+) with a Bachelor's degree or higher*	46%	54%	59%	68%
Percent of employed in management, business, science, and arts occupations*	40%	53%	60%	64%
Household median income (in 2017 inflation adjusted dollars)*	\$82,824	\$89,179	\$91,993	\$121,168
Percent of individuals with incomes below poverty*	6%	6%	7%	7%

*** Note: Not all American Community Survey estimates are directly comparable to decennial census figures.**

Source: US Census Bureau, 1990, 2000, 2010 Census and 2017 American Community Survey.

Figure 3-8 Other Trends

	2014	2015	2016	2017	2018*
Unemployment rate	4.1%	3.7%	3.9%	3.4%	3.9%
Assessed Value (billions)	\$36.0	\$41.3	\$44.4	\$49.4	\$56.5
Total Budget All City Funds (millions)	\$789.1	\$916.2	\$869.3	\$970.3	\$944.1

Sources: Bureau of Labor Statistics, Local Area Unemployment Statistics, King County Assessor, City of Bellevue amended budget.

*September 2018 data



Council 3-year Priorities with New 2019-2020 Investments Noted

In May 2018, the Bellevue City Council revised the Vision, Strategic Target Areas, and 3-year Council Priorities. Below, the table is sorted by the Strategic Target Areas, highlighting the 3-year Priorities and Budget Proposals that most directly address those Priorities. Staff acknowledges that there are many other proposals that have ties to the priorities; this focus is on those with the most direct tie. While staff linked only those proposals with a clear and direct linkage, the understanding is that there are many proposals with an indirect link to strategic target areas.

Strategic Target Area: Economic Development				
	City Council Priority	Operating or CIP	Existing Budget Proposal	New/Enhancement (Parenthesis provide the new \$ added this CIP)
1	Support and provide leadership in the Regional Economic Development Alliance to attract international and national business, and investment to the region. Leverage involvement to produce investment in Bellevue's identified growth corridor and near transit hubs.	Operating	<ul style="list-style-type: none"> 115.15NA Cultural & Economic Vitality Office Core Program & Strategy Implementation (Community Development) 	
		CIP	<ul style="list-style-type: none"> G-105 Competitiveness and Collaboration (Community Development) 	-
2	Actively pursue business retention and growth at the local level, including diverse small, medium and large business with an emphasis on high-tech, tourism and international trade.	Operating	<ul style="list-style-type: none"> 115.15NA Cultural & Economic Vitality Office Core Program & Strategy Implementation (Community Development) 	<ul style="list-style-type: none"> 115.01DA Community Relations Coordinator (\$244K) (Community Development)
		CIP	<ul style="list-style-type: none"> G-105 Competitiveness and Collaboration (Community Development) 	-

Strategic Target Area: Transportation and Mobility				
	City Council Priority	Operating or CIP	Existing Budget Proposal	New/Enhancement
3	Continue to execute on our transportation capital plans for future growth and mobility of the city. Use the funding provided by the Neighborhood Safety Connectivity and Congestion Levy to improve the safety, transportation and quality of life in neighborhoods.	Operating	<ul style="list-style-type: none"> 130.13NA Long Range Transportation Planning (Transportation) 130.24NA Signal Operations and Engineering (Transportation) 130.30NA Traffic Safety and Engineering (Transportation) 130.33NA Transportation CIP Delivery Support (Transportation) 130.36NA Transportation Implementation Strategies (Transportation) 	-



Council 3-year Priorities with New 2017-2018 Investments Noted

Strategic Target Area: Transportation and Mobility				
	City Council Priority	Operating or CIP	Existing Budget Proposal	New/Enhancement
		CIP	<ul style="list-style-type: none"> • PW-R-198 Neighborhood Congestion Management Levy and PW-R-199 Neighborhood Safety & Connectivity Levy (Transportation) 	<ul style="list-style-type: none"> • PW-R-202 150th Ave SE at SE Newport Way (\$2.5M) (Transportation) • PW-R-200 Neighborhood Contestation Management Project Implementation (\$5M) (Transportation)
4	Advocate with state DOT and regional agencies for acceleration of the I-405 Corridor Program, completion of SR 520, including Bellevue projects (i.e. NE Sixth Street, 124th Avenue Northeast Interchange, braided ramps, Coal Creek Parkway).	Operating	<ul style="list-style-type: none"> • 040.07NA Intergovernmental Relations/Regional Issues (City Manager’s Office) • 130.04NA Transportation Department Management and Administration (Transportation) 	-
5	Continue to fund, design and build projects within the Downtown Transportation Plan, Wilburton Connection and BelRed.	Operating	<ul style="list-style-type: none"> • 040.07NA Intergovernmental Relations/Regional Issues (City Manager’s Office) • 130.13NA Long Range Transportation Planning (Transportation) • 130.14NA Modeling and Analysis Core Functions (Transportation) • 130.24NA Signal Operations and Engineering (Transportation) • 130.30NA Traffic Safety and Engineering (Transportation) • 130.33NA Transportation CIP Delivery Support • 130.36NA Transportation Implementation Strategies (Transportation) 	-
		CIP	<ul style="list-style-type: none"> • Numerous projects associated with the TIFIA (Transportation) • PW-R-182 Downtown Transportation Plan/NE 6th Street Station Access (Transportation) • CD-48 Public-Private Partnership – Pilot BelRed TOD (Community Development) 	<ul style="list-style-type: none"> • P-AD-103 BelRed Parks & Streams (\$2.5M) (Parks and Community Services)

***Those proposals identified as the primary direct relationship are listed within each Council Priority. There are ancillary proposals not listed above that are related to the Council Priorities.*

Council 3-year Priorities with New 2017-2018 Investments Noted

Strategic Target Area: Transportation and Mobility				
	City Council Priority	Operating or CIP	Existing Budget Proposal	New/Enhancement
6	Continue the oversight of light rail constructions and ensure that we implement an effective strategy for construction mitigation for neighborhoods, traffic and business.	Operating	<ul style="list-style-type: none"> • 040.07NA Intergovernmental Relations/Regional Issues (City Manager’s Office) • 130.04NA Transportation Department Management and Administration (Transportation) • 130.07DA East Link Overall (Transportation) 	-
		CIP	<ul style="list-style-type: none"> • PW-R-159 East Link Analysis and Development (Transportation) 	-

Strategic Target Area: High Quality Built and Natural Environment				
	City Council Priority	Operating or CIP	Existing Budget Proposal	New/Enhancement
7	Execute Phase One of the Affordable Housing Strategy Implementation Program.	Operating	<ul style="list-style-type: none"> • 115.01NA Planning Division (Community Development) • 115.10PA ARCH Administration and Trust Fund Contribution (Community Development) 	-
		CIP	<ul style="list-style-type: none"> • G-109 Affordable Housing Contingency (Community Development) 	<ul style="list-style-type: none"> • G-109 Affordable Housing Contingency (\$11.5M) (Community Development)
8	Complete construction of Phase One of Meydenbauer Bay Park by 2018 and the Downtown Park Gateway by the end of 2019 and synchronize with the Grand Connection as possible. Include celebration of the connection of downtown to the waterfront.	CIP	<ul style="list-style-type: none"> • P-AD-92 Meydenbauer Bay Phase 1 Park Development (Parks and Community Services) • P-AD-100 Gateway NE Entry/Downtown Park (Parks and Community Services) 	<ul style="list-style-type: none"> • P-AD-100 Gateway NE Entry/Downtown Park (\$5.3M) (Parks and Community Services)

***Those proposals identified as the primary direct relationship are listed within each Council Priority. There are ancillary proposals not listed above that are related to the Council Priorities.*



Council 3-year Priorities with New 2017-2018 Investments Noted

Strategic Target Area: High Quality Built and Natural Environment				
	City Council Priority	Operating or CIP	Existing Budget Proposal	New/Enhancement
9	Advance implementation of the Smart City Strategy, including advanced transportation technology and autonomous, connected, electric and shared vehicle technologies.	Operating	<ul style="list-style-type: none"> • 130.11NA Smart Mobility (Intelligent Transportation Systems ITS) (Transportation) • 130.500PA Franchise and Data Telecommunications Program Manager (Transportation) 	<ul style="list-style-type: none"> • 130.500DA Franchise and Data Telecommunications Program Manager – (addressed within department budget) (Transportation)
		CIP	<ul style="list-style-type: none"> • PW-R-156 ITS Master Plan Implementation Program (Transportation) • G-38 Smart City Connectivity (Information Technology) • 140.69PA Advanced Metering Infrastructure Implementation (\$10.3M funded in Water and Sewer) (Utilities) 	<ul style="list-style-type: none"> • G-38 Smart City Connectivity (\$380K) (Information Technology)
10	Strategically implement the neighborhood planning process.	Operating	<ul style="list-style-type: none"> • 115.01NA Planning Division (Community Development) • 115.08PA Neighborhood Services Division (Community Development) 	-
		CIP	<ul style="list-style-type: none"> • CD-37 – Downtown Community/Livability (Community Development) 	-
11	Review the progress of the Environmental Stewardship Initiative and analyze additional steps that the city may wish to take to achieve environmental goals.	Operating	<ul style="list-style-type: none"> • 115.01NA Planning Division (Community Development) 	-
		CIP		<ul style="list-style-type: none"> • CD-46-Environmental Stewardship Initiative Implementation (\$310K) (Community Development)
12	Update the Parks and Recreation Master Plan to include an analysis of the level of service for a growing population and the creation of a financial strategy for these services.	CIP	<ul style="list-style-type: none"> • P-AD-27 – Park Planning & Design (Parks and Community Services) 	-

Strategic Target Area: Bellevue: Great Places Where You Want To Be				
	City Council Priority	Operating or CIP	Existing Budget Proposal	New/Enhancement
14	Create a civic center plan integrating City Hall, the metro property, convention center expansion and the transit center.	Operating	<ul style="list-style-type: none"> • 115.01NA Planning Division (Community Development) 	
		CIP	<ul style="list-style-type: none"> • CD-41 Civic Center Plan (Community Development) 	-

***Those proposals identified as the primary direct relationship are listed within each Council Priority. There are ancillary proposals not listed above that are related to the Council Priorities.*



Council 3-year Priorities with New 2017-2018 Investments Noted

Strategic Target Area: Bellevue: Great Places Where You Want To Be				
	City Council Priority	Operating or CIP	Existing Budget Proposal	New/Enhancement
15	Continue to advance the Grand Connection as the signature gathering place. Establish the preferred crossing of I-405 and begin design discussions with the state Department of Transportation; build public support by completing city projects in the early implementation plan; educate key public and private funders on the unique opportunities available; and integrate the vision of the Grand Connection into the Wilburton plan.	Operating	<ul style="list-style-type: none"> • 040.07NA Intergovernmental Relations/Regional Issues (City Manager’s Office) • 115.01NA Planning Division (Community Development) • 130.13NA Long-Range Transportation Planning (Transportation) 	-
		CIP	<ul style="list-style-type: none"> • CD-44 Grand Connection – Early Implementation (Community Development) 	<ul style="list-style-type: none"> • CD-44 Grand Connection – Early Implementation (\$2.5M) (Community Development)
16	Work with the county and Sound Transit to ensure that the Eastside Rail Corridor (ERC) from Renton to the Wilburton Trestle is completed; complete the section of the trail from Kirkland to the OMFE; complete the interim connection through the Spring District; and begin to establish community connection points to the ERC.	Operating	<ul style="list-style-type: none"> • 040.07NA Intergovernmental Relations/Regional Issues (City Manager’s Office) • 130.04NA Department Management and Administration (Transportation) 	-

***Those proposals identified as the primary direct relationship are listed within each Council Priority. There are ancillary proposals not listed above that are related to the Council Priorities.*

Council 3-year Priorities with New 2017-2018 Investments Noted

Strategic Target Area: Regional Leadership and Influence				
	City Council Priority	Operating or CIP	Existing Budget Proposal	New/Enhancement
17	Be an active regional partner, whether it is with cities east of the lake, Seattle and King County, schools and special purpose districts, or the state and federal government. Strategically pursue public and/or private funding and partnerships where beneficial to Bellevue and the region. Establish a partnership with the Port of Seattle on our mutual areas of interest including attraction of international business and tourism.	Operating	<ul style="list-style-type: none"> • 010.01NA City Attorney Department Management and Support (City Attorney’s Office) • 040.07NA Intergovernmental Relations/Regional Issues (City Manager’s Office) • 090.10NA eCityGov Alliance Fees and Services (Information Technology) • 115.01NA Planning Division (Community Development) 	-

Strategic Target Area: Achieving Human Potential				
	City Council Priority	Operating or CIP	Existing Budget Proposal	New/Enhancement
18	Leverage the higher education institutions in Bellevue to benefit our residents and businesses. <ul style="list-style-type: none"> • GIX and its partners present the opportunity to dramatically grow human potential in the field of technology innovation. The city should support GIX and take advantage of the financial and 	Operating	<ul style="list-style-type: none"> • 115.15NA Cultural & Economic Vitality Office Core Program & Strategy Implementation (Community Development) 	-

***Those proposals identified as the primary direct relationship are listed within each Council Priority. There are ancillary proposals not listed above that are related to the Council Priorities.*



Council 3-year Priorities with New 2017-2018 Investments Noted

Strategic Target Area: Achieving Human Potential				
	City Council Priority	Operating or CIP	Existing Budget Proposal	New/Enhancement
	<p>human benefits that will come from it.</p> <ul style="list-style-type: none"> • Bellevue College is an important partner in providing workforce development. The city should support the college, the faculty and students in the city's transportation and affordable housing plans. The city should implement the TechHire initiative to benefit the region's technology companies. 	CIP	--	<ul style="list-style-type: none"> • PW-R-201 Bellevue College Connection (\$400K) (Transportation)
19	Continue to implement the Diversity Plan, including the availability of and need for a multi-cultural programming in the city.	Operating	<ul style="list-style-type: none"> • 040.15NA Bellevue Diversity Initiative: Cultural Competence & Equity (City Manager's Office) 	-
20	Work toward an Eastside solution for a permanent location for a men's winter homeless shelter.	Operating	-	<ul style="list-style-type: none"> • 120.21NA Homelessness Outreach and Response (\$264K) (Police)

Strategic Target Area: High Performance Government				
	City Council Priority	Operating or CIP	Existing Budget Proposal	New/Enhancement
21	Complete implementation of hearing accessibility within the public meeting areas in the city.	CIP	<ul style="list-style-type: none"> • G-04 Hearing Accessibility for Public Spaces (Civic Services) 	-

***Those proposals identified as the primary direct relationship are listed within each Council Priority. There are ancillary proposals not listed above that are related to the Council Priorities.*



Council 3-year Priorities with New 2017-2018 Investments Noted

Strategic Target Area: High Performance Government				
	City Council Priority	Operating or CIP	Existing Budget Proposal	New/Enhancement
22	Build trust in government by developing and implementing a comprehensive communication plan with proactive strategies and systems, and robust, transparent, open public engagement processes. Characteristics that were discussed include; <ul style="list-style-type: none"> • Share clear and timely information • Engagement – getting input • The more we listen, the more responsive we are. 	Operating	<ul style="list-style-type: none"> • 020.01NA City Clerk's Operations (City Clerk's Office) 	-
23	Identify and implement technologies that improve customer service with the City of Bellevue.	Operating	<ul style="list-style-type: none"> • 090.01NA Computer Technology Services (Information Technology) • 090.03NA Application Development Services (Information Technology) • 090.09NA Technology Business Systems Support (Information Technology) • 110.13PA Development Services – Automation Proposal (Development Services) 	<ul style="list-style-type: none"> • 110.13DA Development Services – Paperless Permitting (\$900K) (Development Services) • 140.69DA Advanced Metering Infrastructure Implementation (\$1.0M) (Utilities)
		CIP	<ul style="list-style-type: none"> • G-59 JDE System Upgrade and Enhancements (Finance) • G-94 Enterprise Application Reserve (Information Technology) • 140.69PA Advanced Metering Infrastructure Implementation (Utilities) 	-
24	Establish a long-range financial strategy that includes options that respond to the future operating and capital needs of the city.	Operating	<ul style="list-style-type: none"> • 060.19NA Budget Office (Finance) 	-

***Those proposals identified as the primary direct relationship are listed within each Council Priority. There are ancillary proposals not listed above that are related to the Council Priorities.*



Council 3-year Priorities with New 2017-2018 Investments Noted

Strategic Target Area: High Performance Government				
	City Council Priority	Operating or CIP	Existing Budget Proposal	New/Enhancement
25	Develop and establish a new brand identity for the City of Bellevue that reflects both our past and our future; and identify that is iconic and leaves a lasting impression that Bellevue is a place that people want to live, work, learn and play.	Operating	<ul style="list-style-type: none"> 040.02PA Communications (City Manager's Office) 	-

***Those proposals identified as the primary direct relationship are listed within each Council Priority. There are ancillary proposals not listed above that are related to the Council Priorities.*



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Reader's Guide and Glossary

Understanding a municipal budget and its specialized terminology can be a challenge. This Reader's Guide has been developed to make review of the City of Bellevue's budget easier. It highlights the type of information contained in each chapter, describes some parts in detail, presents a glossary of commonly used budget terms, and gives directions for locating additional budget information.

The Reader's Guide is organized into the following sections:

A. 2019-2020 Budget Process

This section describes the Budget One process used by Bellevue to develop the city's budget.

B. Budget Document

This section identifies the format and information presented in the 2019-2020 Budget document.

C. Basis of Accounting and Budgeting

This section discusses the basis of accounting used to present budget information.

D. Glossary

This section provides definitions for many of the terms used in the budget document.

E. Locating Additional Budget and Financial Information

This section provides a list of other resources and documents containing information about the city's finances.



Budget One Process Overview and Calendar

A. 2019-2020 Budget Process

Background

Since the 2011-2012 Budget, the city has used "Budget One" (a budgeting for outcomes approach) to develop the city's Biennial Budgets. Budget One is a process that:

- 1) Identifies the community's priorities (called Outcomes) (See narrative below for the six Outcomes);
- 2) Prioritizes services to meet those Outcomes; and
- 3) Funds those services with available monies.

Historically, Results Teams (interdepartmental teams consisting of five members each) were created and ranked the department budget proposals based on how well each proposal would accomplish the Outcome. The Council vision, along with the Comprehensive Plan, citizen and business surveys, and other adopted plans informed the basis of their work. Due to the excellent work of the Results Teams during the 2017-2018 process, and to streamline the organizational work for 2019-2020 process, the 2017-2018 proposal rankings were used for the current budget cycle.

For the 2019-2020 budget process, the Leadership Team reviewed the overall budget proposals as well the fiscal information to make a budget recommendation to the City Manager. The City Manager takes all information, including the feedback from Council, and prepares his 2019-2020 Preliminary Budget which will be presented to Council in October for review, deliberation and final action.

This year, in addition to using the ranking information from 2017-2018 to prepare the basis for the budget, the Preliminary Budget document includes displays both by Outcome and department as well as budget information on a department basis.



Budget One Process Overview and Calendar

Budget One Outcome Areas

The 2019-2020 Budget One cycle frames the budget with six outcomes and by department. These six outcomes were developed through an extensive process in 2010 and were updated during the 2017-2018 budget process. A brief description of each outcome is listed below:

- **Improved Mobility and Connectivity** - focusing on existing and future infrastructure, traffic flow, travel options and connecting people to transportation.
- **Quality Neighborhoods/Innovative, Vibrant, and Caring Community** - promoting “sense of community” with community engagement, fostering diversity and maintaining neighborhoods that support families and providing convenient access to day-to-day activities.
- **Healthy and Sustainable Environment** - focusing on preserving natural spaces and providing a healthy environment, which supports healthy living for current and future generations.
- **Safe Community** - focusing on maintaining a safe place to live, work and play.
- **Responsive Government** - fostering stewardship of financial and property interests, reflecting sound business practices, and ensuring deployment of programs that are necessary to deliver the highest priority services.
- **Economic Growth and Competitiveness** - planning for growth that will add value to the quality of the city and create a competitive business environment that supports entrepreneurs and creates jobs.

In addition, departmental views are available in the Preliminary Budget document.



Budget One Process Overview and Calendar

Budget One Process Calendar

The 2019-2020 Budget One Process (for both Operating and CIP budgets) consists of:

Milestone/Process Point	2018 Month	Status
Business Survey	Survey conducted from May through June 2017; report published August 2017	Completed
Budget Survey of Residents	Survey conducted from January through February; report published May 2018	Completed
Performance Measures Survey of Residents	Survey conducted in February/March; report estimated 3Q 2018	In Process
City website is updated to include a Budget One site for use in Public Engagement.	February	Completed
Provide Council with the process and practices of the budget, update Council on the current fiscal condition, provide updates on early rates, and solicit feedback from Council as the City Manager begins to prepare his preliminary budget.	March 26 Budget Workshop	Completed
Service providers or proposal writers (which could be a cross-section of departments, work teams, partnerships, etc.) request funding in alignment with the Outcomes.	May	Completed
First Public Hearing	June 4	Completed
Second Public Hearing	August 6	Completed
Budget recommendations go to the Leadership Team for a comprehensive review	July	
Leadership Team recommends a budget to the City Manager	August	Completed
The City Manager presents his proposed budget to the Council	October 15	In Process
Third Public Hearing	November	
Council reviews, deliberates, and adopts a final 2019-2020 Budget and 2019-2025 CIP	October to December	

B. Budget Document

The 2019-2020 Budget and 2019-2025 CIP Plan

The 2019-2020 Budget and 2019-2025 CIP Plan is designed to provide the reader with a comprehensive look at Bellevue's Budget. It is organized both by Outcome and department and includes summaries relating to the Forecast, resources and expenditures, staffing, department organization and the Capital Investment Program (CIP) Plan. The following is a description of each chapter of the document.



Budget One Process Overview and Calendar

Chapter 1 – Transmittal Letter

The Budget Transmittal Letter presents the City Manager's message on the 2019-2020 Budget and the 2019-2025 CIP Plan to the Mayor, Councilmembers, residents and other stakeholders. The City Manager's transmittal letter highlights priorities and issues for both operating and CIP budgets.

Chapter 2 – Executive Summary

The Executive Summary presents a high-level summary of the key components of the 2019-2020 Budget.

Chapter 3 – About Bellevue

About Bellevue provides background information about the City of Bellevue, such as its form of government and organization, location, population and business climate.

Chapter 4 – Council Priorities

Council Priorities presents the priorities of the Bellevue Council. The Council approved a long-term vision, called "Bellevue 2035 – The City Where You Want To Be" at its May 19, 2014 Regular Session. The vision introduction reads: "Bellevue welcomes the world. Our Diversity is our strength. We embrace the future while respecting our past."

Council adopted three-year priorities for 2018-2020 on May 7, 2018. This section shows the Council's three-year priorities of their seven strategic target areas in relationship to proposals recommended for funding in this budget.

Chapter 5 – Reader's Guide, Glossary

The Reader's Guide provides an overview and glossary of definitions. The Glossary provides the definition of terms and acronyms used in this document.

Chapter 6 – Stakeholder Summary

The Stakeholder Summary section presents an overview of the 2019-2020 stakeholder outreach process leading up to the adoption of the budget.

Chapter 7 – Forecast

The Forecast predicts the resources (income) and service level expenditures (spending) for major city operations and enterprise funds. A forecast is a mid-range look into the future that tries to anticipate what spending and resources will be, and what actions the city may need to take now based on those predictions.



Budget One Process Overview and Calendar

Chapter 8 – Preliminary Resource and Expenditure Summaries

This chapter provides an overview of resources and expenditures through graphic presentations of tax and fee revenue and spending by fund, department and outcome.

Chapter 9 – Preliminary Operating Budget by Outcome

This chapter provides an overview of each of Bellevue’s community outcomes:

- Economic Growth and Competitiveness
- Healthy and Sustainable Environment
- Improved Mobility and Connectivity
- Quality Neighborhoods/Innovative, Vibrant and Caring Communities
- Responsive Government
- Safe Community

Chapter 10 - CIP

This chapter provides information about the General and Utilities Capital Investment Program (CIP) Plans. It provides a balanced seven-year forecast through 2025. The status of the levies and TIFIA is explained in detail with detailed information on funding resources and project specific revenue.

Chapter 11 – Department Information

This chapter provides an organizational chart of each department’s major activities, information regarding the department’s objectives for the 2019-2020 budget and major accomplishments in the 2017-2018 biennium. In addition, the chapter provides an overview of departmental expenditures by category and by fund, a comparison of budgeted staffing levels between 2017 through 2020 and 2017 and 2018 actual expenditures and 2019-2020 Preliminary Budget expenditures.

Chapter 12 – Appendix

This chapter contains the Financial Policies for the city, past budget related ordinances, full-time equivalent (FTE) position counts and fund descriptions.

Note: Complete versions of each proposal and of the 2019-2020 Preliminary Budget document are available on the city’s internet and in hard copy at Bellevue Regional Library and City Hall. Please see Section E of the Reader’s Guide for more information on accessing these documents.



Budget One Process Overview and Calendar

C. Basis of Accounting and Budgeting

The city budgets and accounts for all funds on a modified accrual basis. The “basis” of either accounting or budgeting refers to the timing with which the city recognizes revenues and expenses. Under modified accrual, expenditures are recognized when goods are received, or services are executed, and revenues are recognized when they are measurable and available; provided that payments for expenditures are made, and revenues are collected, within a 60-day period thereafter.

At year-end, the city also prepares financial statements on the modified and full accrual basis, as required by the State-prescribed Budgeting, Accounting, and Reporting System (BARS), and by generally accepted accounting principles (GAAP). These financial statements are presented in the city’s Comprehensive Annual Financial Report (CAFR). CAFR requirements include the Park Enterprise and Land Purchase Revolving Funds as part of the General Fund, and separate utilities funds into water, sewer, and drainage components and all other budget funds have equivalent CAFR funds.

D. Glossary

The following are definitions of some of the more common terms one may encounter in reviewing this budget document.

Adopted Budget: A plan of financial operations, legally adopted by the City Council, providing an approved level of expenditures and a means of financing them for a given fiscal period.

Amended Budget: The amended budget is the authorized type and level of services, in place as of the last budget amendment ordinance, adjusted for reorganizations so that costs are comparable to the new biennial budget. They represent the adopted budgets plus additional appropriations resulting from City Council decisions made throughout the year and any reorganizations.

Appropriation: A legal authorization granted by the legislative body (City Council) to make expenditures and to incur obligations for specific purposes. For operating fund budgets, appropriations lapse at the end of each fiscal biennium. For non-operating/special purpose funds such as the Capital Investment Program Funds, appropriations do not lapse but continue in force until fully expended or until the purpose for which they were granted has been accomplished, abandoned, or revised by the City Council.

Assessed Valuation (AV): The tax value of both real (land and buildings) and personal property as determined by the King County Assessor's Office for the purpose of calculating property taxes.

Asset: Resources owned or held by a government that have monetary value.

Balanced Budget: The budget is in balance when revenues plus available resources are equal to or greater than planned expenditures plus reserves. The requirement for a balanced budget is found in the **RCW 35A.34.120**.



Budget One Process Overview and Calendar

BARS: The acronym “BARS” stands for the Budgeting, Accounting, and Reporting Systems prescribed by the State of Washington.

Base Budget: Cost of continuing the existing levels of service in the current budget biennium.

Basis: This refers to the method of accounting used to estimate financing sources and uses in the budget. This generally takes one of three forms: generally accepted accounting principles (GAAP), cash, or modified accrual. The city budgets and accounts for all funds on a modified accrual basis. This means that: 1) expenditures are recognized when goods are received, or services are executed, and 2) revenues are recognized when they are measurable and available; provided that payments for expenditures are made, and revenues are collected, within a 60-day period thereafter.

Beginning Fund Balance: A revenue account used to record resources available in one fiscal biennium because revenues collected were in excess of the budget and/or expenditures in the prior fiscal biennium.

Biennial Budget: The financial and operating plan for the city that establishes a two-year appropriation in accordance with Washington State law.

Bond: A long-term “IOU” or promise to repay a specified amount of money (the face amount of the bond) on a particular date (the maturity date). Bonds are typically used to finance capital projects.

Budget: A financial operating plan for a given period which displays the estimated expenditures to provide services or to accomplish a purpose during that period together with the estimated sources of revenue (income) to pay for those expenditures. Once the fund totals shown in the budget are appropriated by the City Council, they become maximum spending limits.

Budget – Preliminary and Adopted: The City Manager submits to the City Council a recommended expenditure and revenue level for all city operations for the coming biennial year as the Preliminary Budget. When the City Council agrees upon the revenue and expenditure levels, the Preliminary Budget becomes the Adopted Budget, funds are appropriated, and legal expenditure limits are established.

Budgeting for Outcomes: A process used to create budgets that focuses on achieving specific results with strategies that provide the highest value for the dollar.

Budget One: The term used for the City of Bellevue’s budgeting for outcomes-based budget process; the term was first used in development of the 2011-2012 Budget.

Capital Asset: Property that has an initial useful life longer than one year and that is of significant value. The useful life of most capital assets extends well beyond one year and includes land, infrastructure, buildings, renovations to buildings that increase their value, equipment, vehicles, and other tangible and intangible assets.

Capital Expenditure: An outlay that results in, or contributes to, the acquisition or construction of a capital asset.



Budget One Process Overview and Calendar

Capital Investment Program (CIP): The CIP is a major planning tool of the City of Bellevue in which needed improvements to the city's facilities and infrastructure are identified, prioritized, priced, and discussed with the City Council and public. Funding from a variety of sources, including local taxes, is matched with the costs of these projects. After the City Council has reviewed and approved the program, these projects are implemented. The CIP covers a seven-year period and is updated every two years.

Capital Project: Major construction, acquisition, or renovation activities that add value to a government's physical assets or significantly increase the useful life.

Cause and Effect Maps: A visual representation of the pathway to a desired Outcome. Using words and/or images, it helps viewers understand the cause-effect connection between funding, activities and an Outcome. Cause and Effect Maps are included in the Request for Results.

Chart of Accounts: A list of expenditure, revenue, and other accounts describing and categorizing financial transactions.

CIP: The acronym "CIP" stands for Capital Investment Program. It is a seven-year plan of capital improvements approved by the Council on a biennial basis. This plan is a blueprint which city staff can follow in implementation of the listed projects.

Comprehensive Annual Financial Report of the City (CAFR): The city's annual financial statement prepared by the Finance Department.

Constant or Real Dollars: The presentation of dollar amounts adjusted for inflation to reflect the real purchasing power of money as compared to a certain point in time in the past.

Consumer Price Index (CPI): A statistical description of price levels provided by the U.S. Department of Labor. The index is used as a measure of the increase in the cost of living (i.e., economic inflation).

Contingency: A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

Contractual Services: Services rendered to a government by private firms, individuals, or other governmental agencies. Examples include utilities, rent, maintenance agreements, and professional consulting services.

Credit Rating: The credit worthiness of a governmental unit as determined by an independent rating agency. The City of Bellevue is rated by two rating agencies: 1) Moody's Investors Service, and 2) Standard and Poor's.

Debt Service: The cost of paying principal and interest on borrowed money according to a predetermined payment schedule.

Deficit: The excess of an entity's liabilities over its assets or the excess of expenditures or expenses over revenues during a single accounting period.

Department: A basic organizational unit of city government responsible for carrying out a specific function.



Budget One Process Overview and Calendar

Depreciation: Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy, or obsolescence.

Development-Related Fees: Those fees and charges generated by building, development, and growth in a community. Included are building and street permits, development review fees, zoning, platting, and subdivision fees.

Direct Services Overhead: Costs for centrally-provided internal services which can be identified to specific departments and which departments can control how much of the service they use (e.g., postage, word processing, long-distance phone charges).

Disbursement: The expenditure of monies from an account.

Distinguished Budget Presentation Awards Program: A voluntary awards program administered by the Government Finance Officers Association to encourage governments to prepare effective budget documents.

Double Budgeting: The result of having governmental funds or departments purchase services from one another rather than from outside vendors. When internal purchasing occurs, both the “buyer” and the “seller” of services must have a budget. The “buyer” has to budget the expenditure and the “seller” has to have resources in its budget to provide the service. This type of transaction results in higher budget values because the same expenditure or revenue dollar is budgeted twice, once in each fund's budget. This document shows the budget with (gross) and without (net of) double budgeting.

Economic Growth and Competitiveness (EGC): A community result, called an Outcome, that is important to residents and stakeholders. EGC plans for growth that will add value to the quality of the city and create a competitive business environment that supports entrepreneurs and creates jobs.

Encumbrance: The commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a specified future expenditure.

Enterprise Fund: Separate financial accounting entity used for government operations that are financed and operated in a manner similar to business enterprises and for which preparation of an income statement is desirable.

Expenditure: Payment for goods and services. Under the modified accrual basis, expenditures are recognized when goods are received, or services are rendered; provided that payments for expenditures are made within a 60-day period thereafter.

Expense: Charges incurred (whether paid immediately or unpaid) for operations, maintenance, interest or other charges.

Financial Policy: A government’s conscious decision on the financial direction it wants to take regarding revenue, spending, and debt management in relation to government services, programs, and capital investment. Financial policy provides an agreed-upon set of principles for the planning and programming of government budgets and their funding.



Budget One Process Overview and Calendar

Fiscal Biennium: In accordance with Washington State Law (RCW 35A.34), a fiscal biennium is the period from January 1 of each odd-numbered year through December 31 of the next succeeding even-numbered year (i.e., January 1, 2019 - December 31, 2020).

Fiscal Year: A twelve-month period designated as the operating year for accounting and budgeting purposes in an organization. The City of Bellevue's fiscal year is the same as the calendar year.

Fixed Assets: Assets of long-term character that are intended to continue to be held or used, such as land, buildings, machinery, furniture and other equipment.

Full-Time Equivalent (FTE): The acronym "FTE" stands for Full-Time Equivalent and represents the measure by which the city accounts for its staffing. A regular city employee working a standard 40-hour week is counted as 1.0 FTE; a regular city employee working fewer than 40 hours per week is counted as a portion of an FTE (e.g., 30 hours a week is counted as 0.75 FTE).

Fund Balance: The difference between resources and expenditures.

Fund: Governmental accounting systems are organized and operated on a fund basis. A fund is an independent financial and accounting entity with a self-balancing set of accounts in which financial transactions relating to resources, expenditures, assets, and liabilities are recorded. Funds are established to account for the use of restricted revenue sources and, normally, to carry on specific activities or pursue specific objectives. Funds may be established by the State Constitution, State statute, City Charter, City ordinance, or Finance Director.

Generally Accepted Accounting Principles (GAAP): Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules and procedures that define accepted accounting principles.

General CIP Revenue: Revenue dedicated to CIP use. General CIP Revenue is derived from real estate excise tax, portions of local optional sales tax and business and occupation tax, interest earnings on unexpended balances, and miscellaneous unrestricted revenues. General CIP Revenue is allocated to each non-utility program area based on overall priorities.

General Fund: A central fund into which most of the city's general tax revenues and discretionary resources are pooled and which is allocated to support many of the operations of city government.

General Obligation (GO) Bond: This type of bond is backed by the full faith, credit, and taxing power of city government.

Grants: A contribution by a government or other organization to support a particular function. Grants may be classified as either operational or capital, depending upon the grantor.



Budget One Process Overview and Calendar

Healthy and Sustainable Environment (HSE): A community result, called an Outcome, that is important to residents and stakeholders. HSE focuses on preserving natural spaces and providing a healthy environment, which supports healthy living for current and future generations.

Improved Mobility and Connectivity (IMC): A community result, called an Outcome, that is important to residents and stakeholders. IMC focuses on existing and future infrastructure, traffic flow, built environment and travel options that connect people to transportation.

Indirect Services Overhead: Cost of centrally-provided internal support services for which there is a citywide benefit that cannot be readily identified to specific departments (e.g., financial services).

Infrastructure: The physical assets of a government (e.g., streets, water, sewer, public buildings, and parks).

Interfunds: Transactions between individual funds of the City of Bellevue (rather than transactions between the city and private companies, other governments, or vendors). Funds are budgeted in both the service providing and service receiving departments (see, “Double Budgeting”). Examples of interfund revenues include equipment rental charges, self-insurance premiums, and contributions for debt service obligations.

Intergovernmental Revenue: Funds received from federal, state, and other local government sources in the form of grants, shared revenues, and payments in lieu of taxes.

Leadership Team: The city’s administrative decision-making body consisting of all Department Directors, the Deputy City Manager, and the City Manager.

LEOFF 1: The acronym “LEOFF I” stands for Law Enforcement Officers and Firefighters I retirement program.

Levy: To impose taxes for the support of government activities.

Limited-Term-Employee (LTE): The acronym "LTE" stands for Limited Term Employee and represents an individual hired full- or part-time for a specific project or purpose with an employment period not to exceed three years.

Line-Item Budget: A budget prepared along departmental lines that focuses on what is to be bought.

Long-Term Debt: Debt with a maturity of more than one year after the date of issuance.

M&O (Maintenance and Operating) Costs: An expenditure category that represents amounts paid for supplies (e.g., office supplies, repair and maintenance supplies, minor equipment, and software), and other services and charges (e.g., ongoing contracts, professional services, communications, rent, utilities, and intergovernmental services).

Mandate: A legal requirement that a jurisdiction provide a specific service at a specific level.



Budget One Process Overview and Calendar

Modified Accrual: The basis of accounting used by the City of Bellevue to recognize revenues and expenditures. The “basis” of either accounting or budgeting refers to the timing with which we recognize revenues and expenses. Under modified accrual, expenditures are recognized when goods are received, or services are executed, and revenues are recognized when they are measurable and available; provided that payments for expenditures are made, and revenues are collected, within a 60-day period thereafter.

Net Budget: The legally adopted budget less double-budgeted items such as interfund transfers and interdepartmental charges.

Non-Operating/Special Purpose Fund: A budgeting, accounting, and reporting entity established to receive revenues typically of a non-continuing nature and to make expenditures for non-continuing projects or programs. It usually has a short-term life, after which the fund will be disbanded. Although budgets may be established on an annual or biennial basis, appropriations are non-lapsing and continue from biennium to biennium.

Obligations: Amounts which a government may be legally required to pay out of its resources. They include not only actual liabilities, but also encumbrances not yet paid.

Operating Costs: See M&O Costs.

Operating Expenditure: The cost of personnel, materials, and equipment required for a department to function.

Operating Fund: Operating funds have biennially-established balanced budgets which lapse automatically at the end of the fiscal biennium. These funds carry on the traditional service operations of a municipality.

Operating Revenue: Funds that the government receives as income to pay for ongoing operations. It includes such items as taxes, fees from specific services, interest earnings, and grant revenues. Operating revenues are used to pay for day-to-day services.

Operating Transfers: Amounts transferred from one fund to another to assist in funding the services for the recipient fund.

Outcome: The result citizens want from their government programs and activities. Bellevue has six Outcomes: Responsive Government; Healthy & Sustainable Environment; Quality Neighborhoods/Innovative, Vibrant & Caring Community; Safe Community; Improved Mobility and Connectivity; and Economic Growth & Competitiveness.

Output: An output is a unit of a product or service produced through activities and programs (e.g. number of clients’ lunches served, tons of waste collected, or the number of applications processed).

Pay-As-You-Go Basis: A term used to describe a financial policy by which outlays are financed from current revenues rather than through borrowing (in the case of capital expenditures) or reserve building (in the case of retirement funds).

Performance Measure: A measure or combination of measures that allows the observer to know whether performance is in line, ahead of or behind expectations. Also known as an “Indicator.”



Budget One Process Overview and Calendar

Personnel: Expenditure category that represents amounts paid for employees (e.g., salaries and overtime pay) and their benefits.

Policy: A policy is a guiding principle which defines the underlying rules that direct subsequent decision-making processes.

Program: A group of related activities and projects which seek to accomplish a common objective.

Project Cost: An estimate of the resources required to complete the capital project as described on the project description page. Many of the project costs shown in the CIP Plan are preliminary in nature since no significant engineering has been done which would allow for more specific estimates to be produced. Most cost estimates are produced using rule-of-thumb approximations as opposed to specific lists of materials.

Proposal: A written offer of services by a department(s) in response to a Request for Results, issued by a Results Team, to provide a particular service, program or activity that achieves a result. It indicates what the department proposes to do to produce an Outcome, how much it will cost, and how success will be measured. Proposals can be submitted by one department or multiple departments in collaboration with each other.

Public Hearing: A public hearing is a specifically designated time, place, and opportunity for citizens, community groups, businesses, and other stakeholders to address the City Council on a particular issue. It allows interested parties to express their opinions and the City Council and/or staff to hear their concerns and advice.

Purchasing Strategies: A set of actions chosen to achieve an outcome. A strategy is based on an understanding (or assumption) of the cause-effect connection between specific actions and specific Outcomes. Purchasing strategies are included in the Request for Results.

Quality Neighborhoods/Innovative, Vibrant, and Caring Community (QN/IVCC): A community result, called an Outcome, that is important to residents and stakeholders. QN/IVCC creates a “sense of community” by maintaining neighborhoods that support families and providing convenient access to day-to-day activities. Promoting community engagement and fostering diversity and creativity in city-provided services.

RCW: The acronym “RCW” stands for Revised Code of Washington which is Washington State Law.

Request for Results (RFR): A description of the desired Outcome, the factors that contribute to achievement of the Outcome, the strategies that will influence Outcome achievement, and the indicators that will serve as a gauge in determining if the results have been achieved.

Responsive Government (RG): A community result, called an Outcome, that is important to residents and stakeholders. RG fosters stewardship of financial and property interests, reflecting sound business practices, and ensuring deployment of programs that are necessary to deliver the highest priority services.



Budget One Process Overview and Calendar

Result: A result is the Outcome of a program, service, set of activities, or strategy. It describes the impact of a service, set of activities, or strategy. Synonymous with “outcome.”

Results Teams (RT): Interdepartmental teams responsible for determining a set of ranked and optimized budget proposals to achieve an Outcome. There is one result team for each Outcome. The teams set purchasing strategies, create Request for Results, rank proposals, and make initial funding recommendations to the Leadership Team.

Reserve: An account used either to set aside budgeted resources that are not required for expenditure in the current budget biennium or to earmark resources for a specific future purpose.

Resolution: A special or temporary order of a legislative body requiring less legal formality than an ordinance or statute.

Resources: Total dollars available for appropriation, including estimated revenues, interfund transfers, other financing sources such as the sale of fixed assets, and beginning fund balances.

Restricted Revenue: A revenue is considered restricted when its receipt is either based upon the reasonable expectation that fees or charges paid to the city will be utilized to provide a specific product, service, or capital asset to the payer, or their receipt is directly tied to an expenditure. Revenue is also considered restricted when voters or the City Council have designated it for a specific purpose by ordinance or resolution. Revenues not designated restricted are considered unrestricted.

Revenue: Sources of income received during a fiscal year, operating transfers from other funds, and other financing sources such as the proceeds derived from the sale of fixed assets.

Revenue Bond: A type of bond backed only by the revenues from a specific enterprise or project, such as a utility.

Revenue Estimate: A formal estimate of how much revenue will be earned from a specific revenue source for some future period, typically a future fiscal year.

Safe Community (SC): A community result, called an Outcome, that is important to residents and stakeholders. SC focuses on maintaining a safe place to live, work and play.

Source of Revenue: Revenues are classified according to their source or point of origin.

Special Purpose/Non-Operating Fund: A budgeting, accounting, and reporting entity established to receive revenues typically of a non-continuing nature and to make expenditures for non-continuing projects or programs. It usually has a short-term life, after which the fund will be disbanded. Although budgets may be established on an annual or biennial basis, appropriations are non-lapsing and continue from biennium to biennium.



Budget One Process Overview and Calendar

Supplemental CIP: In 2007, the City Council adopted the Supplemental CIP plan which represents high priority capital projects that focus on the following priority areas: 1) Downtown Implementation; 2) Transportation Capacity and Congestion; and 3) Neighborhood Investments. Funding for these projects is provided by limited tax general obligation bonds.

Taxes: Compulsory charges levied by a government for the purpose of financing services performed for the common benefit of the people. This term does not include specific charges made against particular persons or property for current or permanent benefit, such as special assessments.

TIFIA: Transportation Infrastructure Finance and Innovation Act (TIFIA) is a loan provided by the federal government. TIFIA is not grant funding, but is a loan with favorable terms for the city.

Uncommitted Resources: The net resources available after meeting the estimated cost of providing existing levels of service which may be used to support new or qualitatively expanded service programs or resource reductions.

Undesignated Fund Balance: The portion of a fund's balance that is not restricted for a specific purpose and is available for general appropriation.

Unrestricted Revenue: Revenues not designated restricted are considered unrestricted (see, "Restricted Revenue").

User Charges: The payment of a fee for direct receipt of a public service by the party who benefits from the service.

Utility Services: A term used to describe services provided by Bellevue's three self-supporting utility funds: Sewer, Storm and Surface Water, and Water.

Variable Cost: A cost that increases/decreases with increases/decreases in the amount of service provided, such as the payment of a salary.



Budget One Process Overview and Calendar

E. Locating Additional Budget and Financial Information

In addition to the 2019-2020 Budget document, the City of Bellevue publishes other information about the city's finances. Some of the more important documents that might be of interest include:

The Comprehensive Annual Financial Report (CAFR) presents the year-end financial status and results of operations for each of the city's funds, as well as various statistical and demographic information about the City of Bellevue. Each year's CAFR can be found on the city's Finance Department home page at http://www.bellevuewa.gov/financial_reports.htm.

Quarterly Monitoring Reports discuss the status of operating and CIP resources and expenditures each quarter including a year-end projection of probable outcomes. Quarterly Monitoring Reports can be found on the city's Finance Department home page by scrolling down to Quarterly Monitoring Reports: http://www.bellevuewa.gov/financial_reports.htm.

Performance Survey, Budget Survey, and Business Survey reports discuss the results of scientifically conducted surveys of residents' and business opinion on city performance and budget priorities. Performance, Budget, and Business Survey reports are located on the city's Performance page at: http://www.bellevuewa.gov/citizen_outreach_performance.htm.

The Annual Performance Report shows selected performance measures for all departments. This document shows target and actual performance for the year, whether actual performance has met or exceeded targets, and it describes steps being taken to improve performance. Please see the city's Performance page at: http://www.bellevuewa.gov/citizen_outreach_performance.htm.

The 2019-2020 Preliminary Budget document, proposals for the 2019-2020 Budget and other financial reports can be found online at <https://bellevuewa.gov/budgets>.

Hard copies of the 2019-2020 Preliminary Budget document can also be found at this location:

Service First Desk, City Hall, 450 110th Avenue N. E.

Requests for any of these documents or inquiries about other financial programs of the City of Bellevue should be directed to:

Mr. James Alcantar
Finance Assistant Director
City of Bellevue
P.O. Box 90012
Bellevue, WA 98009-9012
Phone: (425) 452-6846
Fax: (425) 452-6163

or
Mr. David Baldwin
Budget Division Manager
City of Bellevue
P.O. Box 90012
Bellevue, WA 98009-9012
Phone: (425) 452-2017
Fax: (425) 452-6163



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Stakeholder Summary Public Outreach for the 2019-2020 Budget

Public Engagement

The 2019-2020 budget process includes options for public engagement. Below is a status of each engagement option:

Budget Process Public Involvement Website is available at: <https://bellevuewa.gov/budget>
The website provides links and contact information for anyone interested in further information.

Statistically Valid Budget and Performance Surveys

- **Budget Survey:**
<https://bellevuewa.gov/city-government/departments/finance/budget-and-performance/performance-reports/budget-surveys-report/>
In preparation for the new budget, the city conducted a budget survey. The survey was designed to provide a statistically valid tool to enhance the city's knowledge of residents' perceptions about the city and to better understand community priorities and expectations regarding city services. This survey has been conducted every other year since 1998.
- **Performance Survey:**
<https://bellevuewa.gov/city-government/departments/finance/budget-and-performance/performance-reports/performance-measures-survey/>
The city conducts a performance survey annually to measure the performance of the city. The methodology for the Performance Survey is the same as in the Budget Survey.
- **Business Survey:**
<https://bellevuewa.gov/city-government/departments/finance/budget-and-performance/performance-reports/business-survey/>
The city conducted the business survey for the first time in 2015. The survey is conducted every other year with the 2017 survey as the most recent available. The survey addresses Bellevue's key metrics, attitudes about operating and owning a business, starting a business, and questions relating to taxation.

Public Hearings in June, August and November

- The City Council holds three public hearings on the 2019-2020 budget to provide stakeholders multiple opportunities to officially comment on the operating and capital budgets. Two public hearings, one in June and the other in August, are held prior to the submission of the Preliminary Budget to the council and offer residents and other stakeholders the opportunity to let the council know what issues are important to them. The third hearing, in November after the council receives the Preliminary Budget, provides interested parties the chance to address new budget proposals and comment on significant budget issues.



Stakeholder Summary Public Outreach for the 2019-2020 Budget

- Summaries of the June and August public hearings are presented in this section. Additional emails, phone calls, and communications may have been received by councilmembers over the course of 2018.

Public comment at all City Council meetings

- The public is welcomed and encouraged to speak during public comment at all regular City Council meetings. The council agendas are posted on the council website.

Boards and Commissions: http://www.bellevuewa.gov/boards_commissions.htm

- Five city boards and commissions provide input on the budget process.
 - Transportation Commission: provides funding recommendations on the Capital Investment Program (CIP) budget.
 - Environmental Services Commission: provides funding recommendations on both the operating and CIP Utilities budgets as well as rate recommendations.
 - Parks and Community Services Board: provides funding recommendations on the CIP budget.
 - Human Services Commission: provides funding recommendations on allocations to human services (City/CDBG) agencies.
 - Arts Commission: provides funding recommendations on arts acquisitions as well as allocations to arts groups.

E-mail/Contact Councilmembers: Council@bellevuewa.gov

Comments to the council may be emailed to the address above or submitted by phone to the Council Office at 452-452-7810 (to leave message).

E-mail/Contact Finance: FinanceDepartment@bellevuewa.gov

- **Presentations to Neighborhood Groups, Business Associations and Others**
The Finance Department will give presentations about the budget upon request to any group. Please contact us (425-452-5281) or at the email above.
- **Information Provided Upon Request**
Finally, the Finance Department responds to any communication received regarding the budget process. Please contact us (425-452-5281 or at the email above).



Stakeholder Summary Public Outreach for the 2019-2020 Budget

PUBLIC HEARINGS TESTIMONY (paraphrased)

June 4, 2018 (sources: adopted Council Meeting Minutes, summarized letters):

City Clerk Kyle Stannert noted that three emails received over the weekend with comments regarding the budget were included in the council's desk packet this evening.

The following individuals came forward to comment:

1. Pamela Johnston thanked the council for its support of high-quality buildable and natural environments. She wants to ensure there is transparency and collaboration in the neighborhood planning efforts. She encouraged moving forward with activities to preserve and expand the tree canopy. She noted the need for park development in the Bridle Trails and Newport Hills areas. Ms. Johnston encouraged the council to provide adequate funds for staff to engage in public outreach. She would like to see all public meetings listed on the calendar. She asked the city to consider budgeting additional staff support for the council.

2. Court Olson urged the city to bolster its commitment to the King County-Cities Climate Collaboration (K4C) initiatives. He encouraged the council and city staff to engage outside expertise to help create a thorough plan for reducing greenhouse gas emissions. He suggested coordinating with other cities to fund the appropriate consultant.

The following written comments were received as noted below in summarized form. Additional emails, phone calls, and communications may have been received by councilmembers over the course of 2018.

1. Jennifer Keller submitted a request for the council to recognize, through allocations in the budget, the importance of creating a strong Climate Action plan for our city.

August 6, 2018 (source: adopted Council Meeting Minutes):

The following individuals came forward to comment:

1. William Bain, a resident of Bellevue Towers and the CEO of a software company in Downtown Bellevue, asked the council to allocate funds to create a Climate Action Plan for Bellevue. He acknowledged there are competing priorities. However, he said the cost of waiting is that the negative impacts of climate change cannot be reversed. He expressed concern that the King County Cities Climate Collaboration (K4C) will not meet its targets for the reduction of greenhouse gas emissions.



Stakeholder Summary

Public Outreach for the 2019-2020 Budget

2. Gary Bloxham noted that he has been a Wilburton resident since 1974. He expressed concern that Bellevue is not meeting its K4C goals. He encouraged the city to create a Climate Action Plan. He said that 70 percent of greenhouse gas emissions are generated by cities.

3. Bill Westre commented on Bellevue's diversity, global perspective, sister cities around the world, and concern about greenhouse gas emissions. He said the United States is one of the highest producers of emissions in the world. He encouraged the city to create a Climate Action Plan.

4. Jennifer Keller, a Lake Hills resident, urged the city to place a high priority on allocating funds to develop a Climate Action Plan. She thanked the city for its K4C participation. She noted concerns about the increasing frequency of forest fires.

5. Pamela Johnston said she would like the budget to provide greater opportunities for public engagement. She expressed support for the development of parks in Bridle Trails and Newport Hills. She asked about the sources and purposes for arts funding. She encouraged the city to make online information accessible to individuals with physical challenges. She encouraged transparency in the city's processes. She said it would be helpful to make information related to an upcoming City Council meeting available to the public well in advance of the meeting. She encouraged a citywide focus on the tree canopy. She thanked the council for all they do and suggested that perhaps the council needs more staffing.

6. David Schwartz commended Bellevue's commitment to the K4C. He expressed concern that Bellevue and the K4C will not meet the greenhouse gas emissions goals. He urged the council to create a Climate Action plan. He offered to provide the names of consultants with expertise in this area. He said that Bellevue needs to show leadership on this issue.

7. David Osmer expressed concerns regarding global warming and encouraged the city to create a Climate Action Plan.

8. Don Marsh expressed support for developing a Climate Action Plan and commented on the issue of electrical reliability in Bellevue. He suggested, based on Puget Sound Energy's data, that it would be most beneficial to underground power lines along Newport Way. He suggested undergrounding the lines in coordination with the sidewalk project. He said PSE currently plans to move the lines to the other side of the street. However, that would be difficult and residents do not want PSE to remove trees. Mr. Marsh asked the city to explore the option of undergrounding power lines on Newport Way.

9. Matt Jack, Bellevue Downtown Association (BDA), and Chris Johnson, Bellevue Chamber of Commerce, said that both organizations have been working to review the city's budget materials and to develop comments and input for the council. The joint task force will submit formal comments this fall. Mr. Johnson noted support for Fire Station 10 and for the unfunded LEOFF I (Law Enforcement Officer and Firefighter) pension obligation.



Stakeholder Summary Public Outreach for the 2019-2020 Budget

10. Kristi Weir urged the council to allocate funds for developing a Climate Action Plan.
11. Claire Wolfman noted examples of global warming (e.g., forest fires) and urged the council to create a Climate Action Plan.
12. Peter Marshall asked the council to create a Climate Action Plan. He said the K4C will not reach its greenhouse gas emissions targets. He said local communities need to aggressively address the issue in the absence of federal attention to the problem.
13. Court Olson, representing the Cascade Green Building Council, commented on green building materials and practices. He asked the council to allocate \$250,000 to create a Climate Action Plan.
14. Heidi Dean expressed support for the speakers' comments on climate change. She encouraged the council to support the development of park property in the Newport Hills area. She said the residents lost their former community gathering space, and the shopping center will no longer allow them to use space there. She said the community does not want to lose the opportunity to get together with neighbors.
15. Stephanie Walter encouraged the council to provide funding for community organizations and events that strengthen neighborhoods. She expressed concern that the Lake Hills Neighborhood Association (LHNA) was charged a fee for its annual picnic for the first time this year. She noted that knowing neighbors improves public safety and security.

Additional emails, phone calls, and communications may have been received by councilmembers over the course of 2018.



Stakeholder Summary Public Outreach for the 2019-2020 Budget

2018 ANNUAL RESIDENTS PERFORMANCE SURVEY DATA

Background

2018 marks the 21st Performance Measures Survey conducted by the City of Bellevue. Survey outreach and deployment were offered in four additional languages: Chinese, Korean, Russian and Spanish.

The survey has a margin of error of +/- 4.1 percent at a 95% confidence level, which means that if the city surveyed 10 random residents, 95% of the time the results would be within 4.1% of this year's survey response. A total of 564 residents responded to the survey via either the internet or phone.

As a reminder, the city conducts an annual performance survey to collect statistically reliable data that represents all Bellevue residents. Findings help the city to understand how residents perceive city services and to make service delivery improvements accordingly.

Summary 2018 Performance Survey Key Metrics

- Bellevue maintains a high quality of life – more than nine out of ten residents believe that the overall quality of life in Bellevue “exceeds” or “greatly exceeds” their expectations. This result has remained relatively steady for the past several years.
- City services are high quality – almost 90 percent of Bellevue residents believe the overall quality of city services “exceeds” or “greatly exceeds” their expectations. This result is similar to previous years.
- More than seven out of ten residents say they are getting value from their tax dollar. Ratings for the Value of Services have decreased between 2017 and 2018.
- Almost 70 percent of respondents say the city is headed in the right direction. The top first response reasons given for why the city is headed in the right direction are development/growth, public transportation, and politicians/leadership/City Council/government. The top first response reasons for the city is headed in the wrong direction are cost of living/expensive/taxes, congestion/crowding/traffic/overbuilding, and development/growth.
- Residents enjoy living in Bellevue – nearly all (95 percent) of those surveyed say the city is a good to excellent place to live. This is similar to prior years. In addition, 94 percent of respondents rate their neighborhood as a good to excellent place to live, which is also similar to years past.



Stakeholder Summary Public Outreach for the 2019-2020 Budget

Methodology

The survey is designed to provide a statistically valid tool at a 95% confidence level. Quotas were used to ensure a representative sample of Bellevue residents living in single-family and multifamily dwellings. Quotas were also set to ensure a representative sample of age ranges (18-34, 35-54, 55+) and gender (male, female). Samples were randomly drawn from a random listing of households in Bellevue. Surveys were conducted online, by landline telephone, and by cell phone, and were deployed from February 16 to March 11, 2018.



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Forecast Introduction

The following sections present the General Fund and Enterprise Funds financial forecasts for the 2019-2024 forecast period. Each Fund's forecasted revenues and expenditures have been developed using current economic information and known data. This represents a point in time and as the forecast period extends the margin of error increases.

- Economic Outlook
- General Fund Financial Forecast 2019-2024
- Development Services Fund Financial Forecast 2019-2024
- Parks Enterprise Fund Forecast 2019-2024
- Utility Funds Financial Forecast 2019-2024



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Executive Summary:

- *The Puget Sound Region continues to outperform the nation.*
- *Bellevue home values have re-gained and surpassed pre-Great Recession values.*
- *Bellevue's unemployment rate stays much lower than the nation and close to full employment which is considered at 3 percent.*
- *Although Bellevue's revenue has grown at a higher rate in the past few years from a large revenue stream supported by highly volatile construction, the growth in sales tax is not sustainable for the long run.*
- *There continues to be national and international risks in the economy.*

Economic Outlook:

Global and National Economy:

The global economic upswing that began around mid-2016 has become broader and stronger. The new World Economic Outlook report published by International Monetary Fund (IMF) projects that advanced economies as a group will continue to expand above their potential growth rates this year and next before decelerating, while growth in emerging market and developing economies will rise before leveling off. The expansion continues at a less even pace among economies. As a key driver of economic growth, improvements in income and standard of living, the growth of technology and innovation will likely be concentrated in a few large industrialized economies. For most countries, current favorable growth rates will not last.

The U.S. economy is experiencing one of the longest expansions on record. U.S. Gross Domestic Product (GDP) increased at an annual rate of 4.2 percent in the second quarter of 2018, according to the US Bureau of Economic Analysis (BEA)'s estimate. The acceleration in real GDP growth in the second quarter reflected accelerations in personal consumption expenditures, exports, federal government spending, and state and local government spending, offsetting a smaller decrease in residential fixed investment¹.

A decade has passed since the collapse of the housing market and start of the Great Recession. Home values have more than recovered in most of the nation's largest markets. The markets with the highest gains above the mid-2000s bubble are primarily in the West and Southwest. The median home value nationwide is 8.7 percent higher than it was at the height of the housing bubble. In the markets that have seen the strongest recoveries, a combination of strong job growth, tight supply and low interest rates have pushed home values upward.²

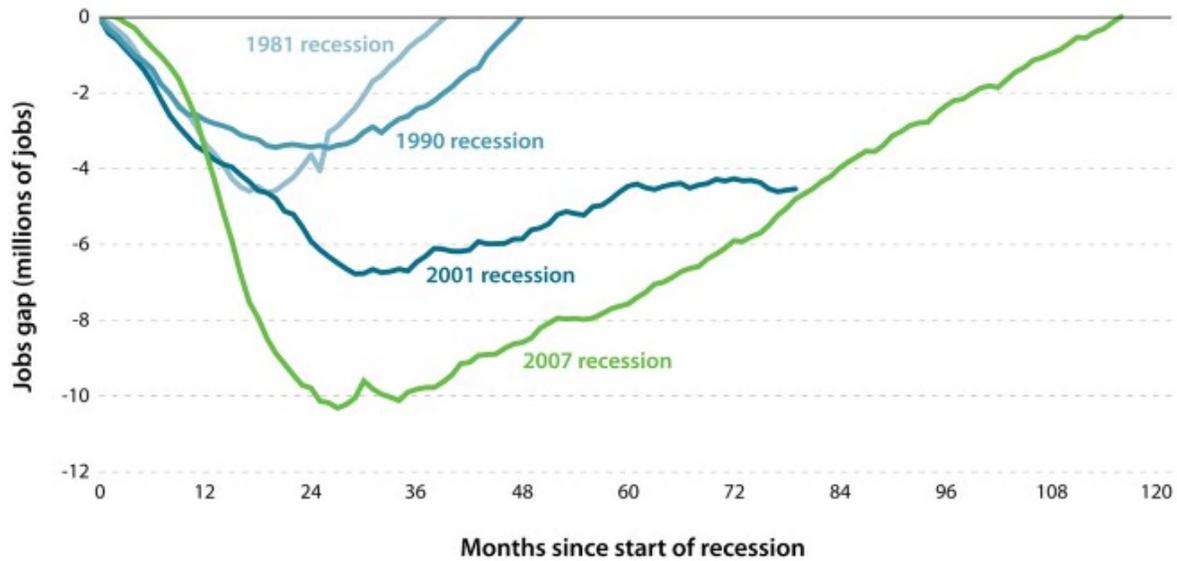
¹ Source: Bureau of Economic Analysis

² Source: Zillow Research

Economic Outlook

The unemployment rate in the U.S. fell to a 10-year low in 2018, and the job market has added more jobs than it lost in the Great Recession. As both job growth and the unemployment rate are important indicators of the labor market which support the income and consumer spending, the job gap reflects changes in both level and demographic composition of U.S. From the chart below, the recovery of the job market since the Great Recession has been the longest and the slowest of the four recessions we had since the 1980s. However, the recovery has been uneven for all regions of the country.

Overall Job Gap (Demand minus Supply) During and After the Last Four Recessions



Source: Current Population Survey and Current Employment Statistics, Bureau of Labor Statistics 1980-2017.

Although moderate economic growth is forecasted in the near term, concerns about overheating may intensify, given already robust growth and an unemployment rate that is well below most estimates of “full employment.” Employment growth is expected to slow going forward because the unemployment rate is low and the working age population is growing slowly. The enactment of a large tax cut and spending increase will further boost growth and put more upward pressure on inflation for the remainder of 2018 and 2019.³

Risks on the Horizon

Behind the global and national economy's overall solid growth, risks and uncertainties remain in the economy.

³ Source: IHS Markit

Economic Outlook

- Uncertainty surrounding tariffs and trade policy is expected to persist, as the Trump Administration considers further tariffs with China and stokes tensions with trading partners. Many employers are putting more focus on pay hikes and nonwage benefits to fill openings, but more widespread growth in the labor force will be needed to further alleviate shortages.⁴
- Housing starts have rebounded, but unexpected weakness in single-family permits implies a softer near-term trend. The just released August 2018 Housing Status Report shows a sharp and unexpected decline (53,000) in single-family permits in August. This was the largest one-month decline in over eight years. IHS Markit Economists thinks it could be a signal of slower construction and housing market growth.⁵
- The declining trend of auto sales. The auto industry has enjoyed a boom over the last few years. Vehicle sales hit records in 2014 and 2015, as more jobs, rising wages, low interest rates and historically low gasoline prices fueled consumers to replace older vehicles and upgrade from cars to SUVs. However, the auto sales in the nation has started a declining trend in 2017 and the trend is continuing as of September 2018 (Source: U.S. Bureau of Economic Analysis (BEA)).
- Loss in confidence and growing risk aversion cause a reduction in investment and consumer spending across many categories. This would trigger a decline in an already slowing housing market, while reduced capital investment would weaken productivity growth. In this case, the pessimistic scenario could push the economy into a brief recession.⁶
- Extreme weather events including hurricanes, extreme temperatures and other weather events are considered the top risk in 2018, considering U.S. struggled to recover from the most expensive hurricane season ever in 2017, and Hurricane Florence just created massive damage to the east coast in 2018. Climate change is creating more frequent heatwaves, which will strain agricultural systems and raise the risk of breakdowns in the food supply.⁷
- Cyberattacks and data fraud or theft are other risks. The increase in cyberattacks is placing the personal information of millions of consumers at risk. For example, in 2016, companies revealed breaches of more than 4 billion data records, more than the combined total for the previous two years.⁸

⁴ Source: World Economic Outlook 2018 by International Monetary Fund

⁵ Source: IHS Markit August 2018 Housing Update

⁶ Source: IHS Markit US Markets Executive Summary September 2018

⁷ Source: 2018 Annual Global Risks Report by World Economic Forum

⁸ Source: 2018 Annual Global Risks Report by World Economic Forum



Economic Outlook

Local Economy:

In 2017, of the large metropolitan areas, those with population greater than two million, Seattle-Tacoma-Bellevue, WA had the second largest increase (5.2 percent) in real GDP in 2017. This was led by growth in professional and business services; wholesale and retail trade; and finance, insurance, real estate, rental, and leasing.⁹

The Greater Seattle metropolitan area's labor market continues to expand in the first half of 2018, adding a total of 60,800 jobs (3 percent). Most of gains were in the trade, transportation, and utilities sector, accounting for more than one-quarter of the total jobs added over the year. Professional and business services also expanded at a rapid pace, accounting for another quarter of the total jobs added over the year. The rest of the service sectors—especially information, financial, and leisure/hospitality—also did very well. Labor-market improvements have steadily decreased the unemployment rate, which stands at 4.0 percent in mid-2018. The Puget Sound region's labor markets are extremely tight, which is expected to increase competition between employers to gain and retain talent. Consequently, the personal income growth is expected to outpace the country in 2018 and 2019.

The residential construction sector in the Greater Seattle metropolitan area grew rapidly in 2017 but has since started to slow. Construction and natural resource employment was up 3.1 percent year over year in June 2018 (up 3,800 jobs), compared with 8.9 percent growth in December 2017. Despite the recent slowdown in construction employment, the construction sector looks strong. The Seattle area still has the highest number of cranes of metropolitan area in the United States, according to Rider Levett Bucknall (RLB)'s latest Crane Index.

Bellevue's economy is largely driven by construction and consumer spending due to a large retail presence as well as many car dealerships. With a very low unemployment rate, per capita income growing at a higher pace, and home price growth outpacing the rest of the Puget Sound communities, Bellevue has seen strong revenue growth in the past a few years.

Bellevue home prices have rebounded much faster than the nation or even the rest of King County. Bellevue has now surpassed the home value that was lost in the recession (not adjusted for inflation). The median home value in Bellevue has increased 14.6 percent compared to a year ago and Zillow predicts it will rise 4.7 percent within the next year.¹⁰

⁹ Source: US Bureau of Economic Analysis September 2018 News Release: Gross Domestic Product by Metropolitan Area, 2017

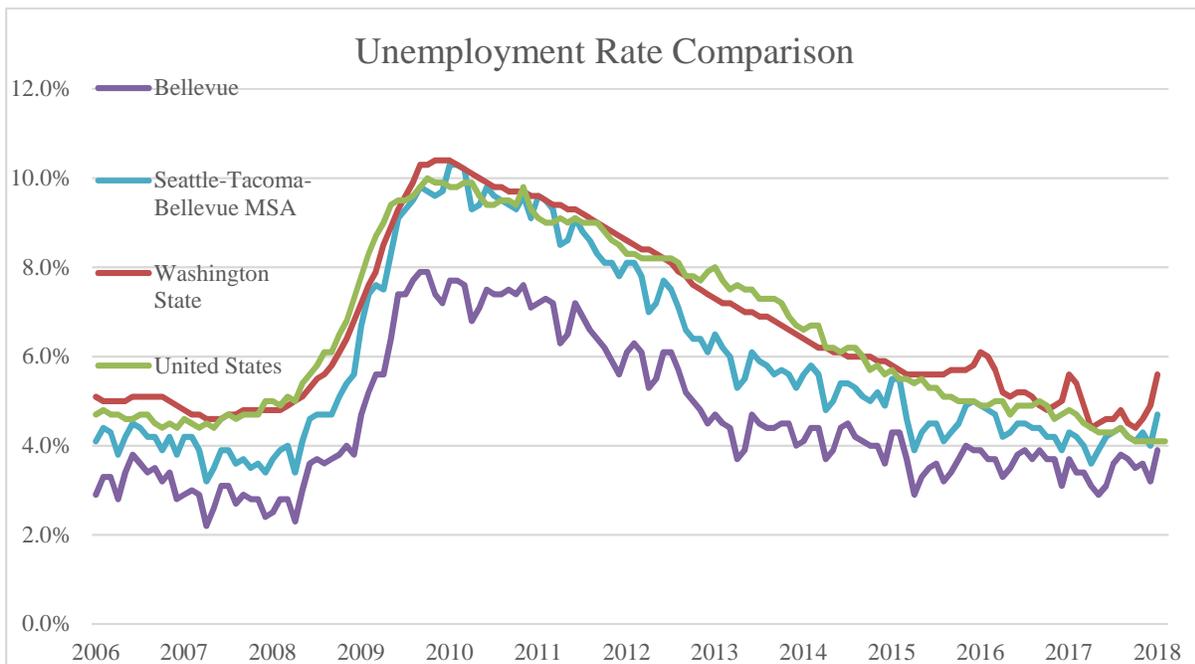
¹⁰ Source: Zillow Research (<http://www.zillow.com/research/>)

Bellevue Economic Indicators Comparing to Other Jurisdictions

	Household Income	Median Home Value	Unemployment Rate (As of July 2018)
United States	\$60,336	\$217,600	4.10%
Washington State	\$70,979	\$339,000	4.60%
Seattle-Tacoma-Bellevue MSA	\$82,133	\$439,800	3.90%
Bellevue	\$121,168	\$791,000	3.20%

Source: US Census Bureau, 2017 American Community Survey 1-Year Estimates

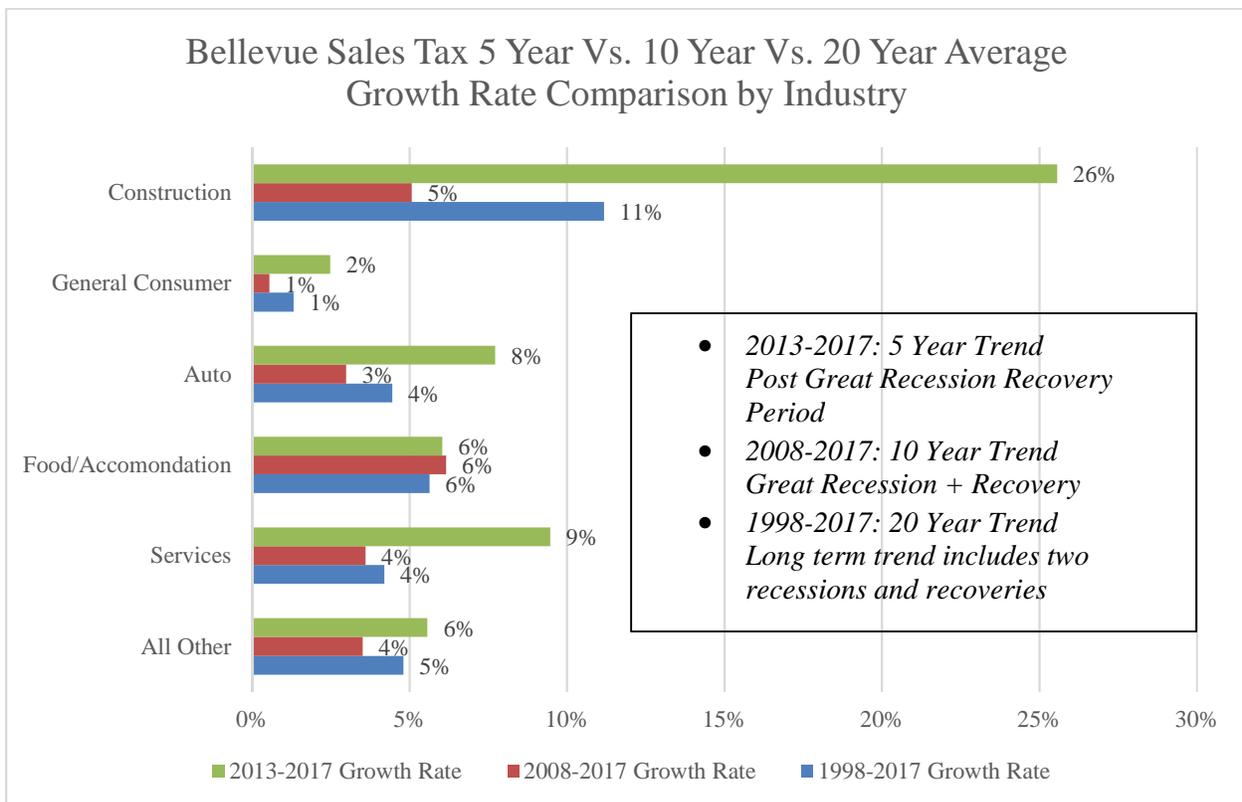
Local employment has grown due to Bellevue being an economic center of the east-central Puget Sound. People from all over the Puget Sound travel to work in Bellevue, and the city has continued to attract new businesses to the point that office space is now very limited. The US unemployment rate is currently 4.1 percent as of July 2018. The unemployment rate in Washington State is 4.6 percent which is higher than the national level. However, Bellevue’s unemployment rate is significantly lower than the national rate at 3.2 percent in July 2018. Economists generally believe full employment is considered when unemployment is at 3 percent. Bellevue’s average monthly unemployment rate in 2017 was at 3.5 percent which is closer to full employment than the nation as a whole.



Source: U.S. Bureau of Labor Statistics

Economic Outlook

Construction activity is highly volatile and is dependent on several factors, such as the real estate market and the overall health of the economy. However, construction is a one-time activity and eventually it will slow as demand diminishes. The chart below shows the volatility of the construction sales tax by comparing the sales tax by category and by different periods. Total construction growth decreased significantly during the recession (up to 31 percent in a year) and then came back up to a higher than pre-recession growth rate as the economy recovered from the recessions. In the past five years of the post-recession recovery period, it has an annual growth rate of 26 percent which the other sales tax categories grows at a much lower rate. However, if we include the great recession in the analysis, the average annual growth rate reduces to 5 percent. The chart below compares the different categories of sales tax and their average annual growth rate in different economic stages, the growth patterns for different sales tax categories can vary a lot.



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Executive Summary:

- v **Revenues:** *The 2019-2024 General Fund forecast projects strong revenue growth in 2019 and 2020, and modest revenue growth starting in 2020. It includes the following:*
 - Ø *The 2019-2024 forecast includes the proposed use of the councilmanic statutorily allowable one percent annual property tax increase in 2019 and 2020.*
 - Ø *Sales tax growth forecasts continued modest growth through the forecast period, primary influences are:*
 - § *Implementation of the Washington State Marketplace Fairness Act which expands the sales tax base by instituting taxation on out-of-state internet sales. As the compliance rate increases, this portion of sales tax will increase faster than the other sectors of sales tax.*
 - Ø *The early forecast years (2019-2020) reflect construction sales tax revenue for several new major construction projects, with reductions in construction sales tax starting in 2021 as Bellevue predicts a slowdown in the development cycle.*
 - Ø *Business & Occupation (B&O) tax continues to perform well primarily due to increased business activities and audit activity. Without audit revenue, B&O is forecasted to grow by an average of 5.1 percent per year from 2019 to 2024 due to increased business growth in downtown Bellevue and Spring District.*
 - Ø *Sales Tax Annexation Credit will expire in 2022 eliminating \$1 million in revenue.*
 - Ø *Fire inspection fee revenue is assumed in 2020 and beyond to account for the cost to support the bi-annual fire inspections conducted by the Fire Department.*
- v **Expenditures:** *The 2019-2024 general fund forecast continues funding for existing expenditure levels and it includes:*
 - Ø *The costs for opening and staffing of Fire Station (FS)10 in 2021, including new apparatus, ongoing maintenance & operations, and 13 staff, at a cost of ranging \$2.3-3 million annually.*
 - Ø *The 2019-2020 budget includes the “pay as you go” transfer from the General Fund to Law Enforcement Officers and Fire Fighters Plan I (LEOFF I) Medical reserve of approximately \$2.3 million annually.*
 - Ø *Includes a modest assumption for a 0.3 percent growth in total expenditures for an increase in demand for services starting in 2021 based on the continued urbanization of the city. The estimate is based on a 5-year history of cost increases from 2013 to 2017.*
 - Ø *The out year additional cost of maintaining new infrastructure M&O is also included in the forecast for known infrastructure in the pipeline.*
- v **Reserves:** *The 2019-2024 general fund forecast continues to build reserves in the early years to better position the city to address the known events noted above. In later years, the forecast shows a depletion of reserves as expenditures are forecasted to exceed revenues starting in 2021.*
- v **Conclusion:**
 - Ø *Assuming no change in revenues or expenditures, the current forecast shows the general fund continuing to build reserves through 2020 and then will be drawn on to balance the budget in the out years, which is not a long term financially sustainable strategy.*
 - Ø *The forecast shows that by 2023, the projected ending fund balance is forecasted to be less than the 15 percent City Council policy.*
- v **Risks:**

The risks to the general fund revenue includes: The shift to greater online purchases from traditional brick and mortar store, the downturn of construction, the slowdown of auto sales and the risk of recession.

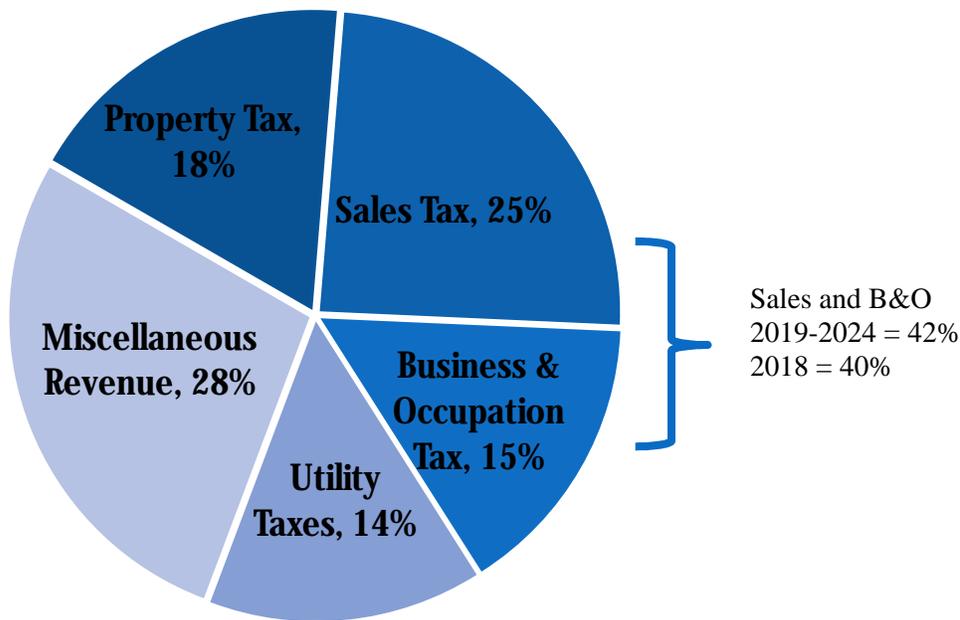
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General Fund Revenue Overview and Revenue Details

Overall, the city’s General Fund forecast assumes strong revenue growth in 2019 and 2020, and modest revenue growth starting in 2021, recognizing that the Puget Sound area economy will continue to grow, but at a slower pace than recent years. The city’s mix of revenue consists of property tax, sales tax, business and occupation (B&O) tax, utility tax, user fees, state-shared revenue, as well as other smaller revenue sources. These revenue sources fall into essentially five categories: sales tax, B&O tax, property tax, utility tax, and all other revenue.

Chart 1

2018 Proportionate Share of General Fund Revenues



Sales and B&O taxes (most economically volatile revenue streams), combined, comprise an average 42 percent of total General Fund revenue in 2019-2024 (40 percent in 2018 growing to 43 percent in 2024). The increase in proportionate share is due to the faster growth of new marketplace fairness revenue and the combined growth of traditional sales tax and B&O tax base compared to other revenue streams. The proportionate share increase is both positive and negative – positive in that the continued growth is supporting the existing expenditure levels in the city and assisting in building reserves in the near-term, and negative in a greater reliance on these streams has a higher risk to the city during economic downturns.

** The 2019 sales tax forecast includes online sales tax expansion revenue estimated by Washington State Department of Revenue that resulted from the passage of Engrossed House Bill (EHB) 2163 in June 2017 as part of the state budget package.*

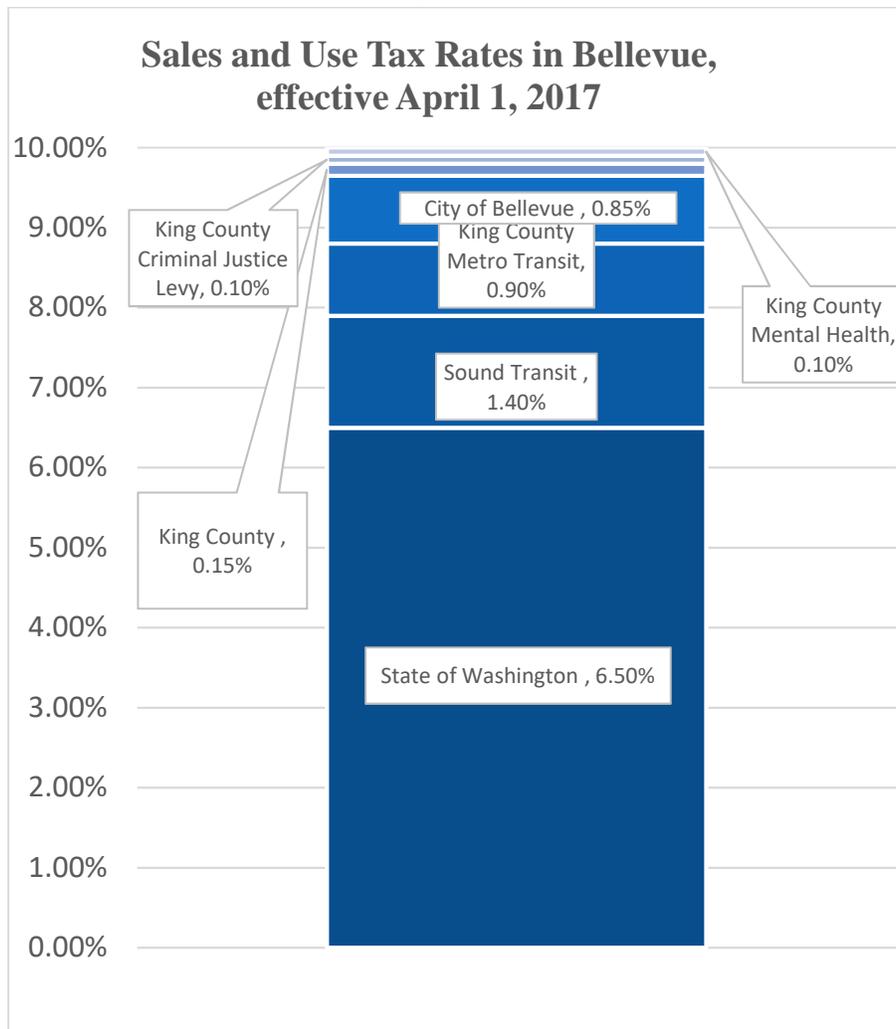
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Sales and Use Tax

Background

The retail sales and use tax (sales tax) is imposed on the sale of most goods and certain services in Bellevue. The tax is collected from consumers by businesses that in turn remit the tax revenue to the state. The state sends the city its share of this revenue monthly. The city collects 0.85 percent tax on retail goods and services. Chart 2 shows Bellevue’s sales and use tax rate components. Sales tax revenue is the most volatile revenue the city’s General Fund collects. During the Great Recession, sales tax collections fell 21 percent from the peak in 2007 to the trough of the recession in 2010. Chart 3 shows the sales tax growth since 2000 and is shown compared to the Consumer Price Index (CPI) to demonstrate the magnitude of growth and volatility.

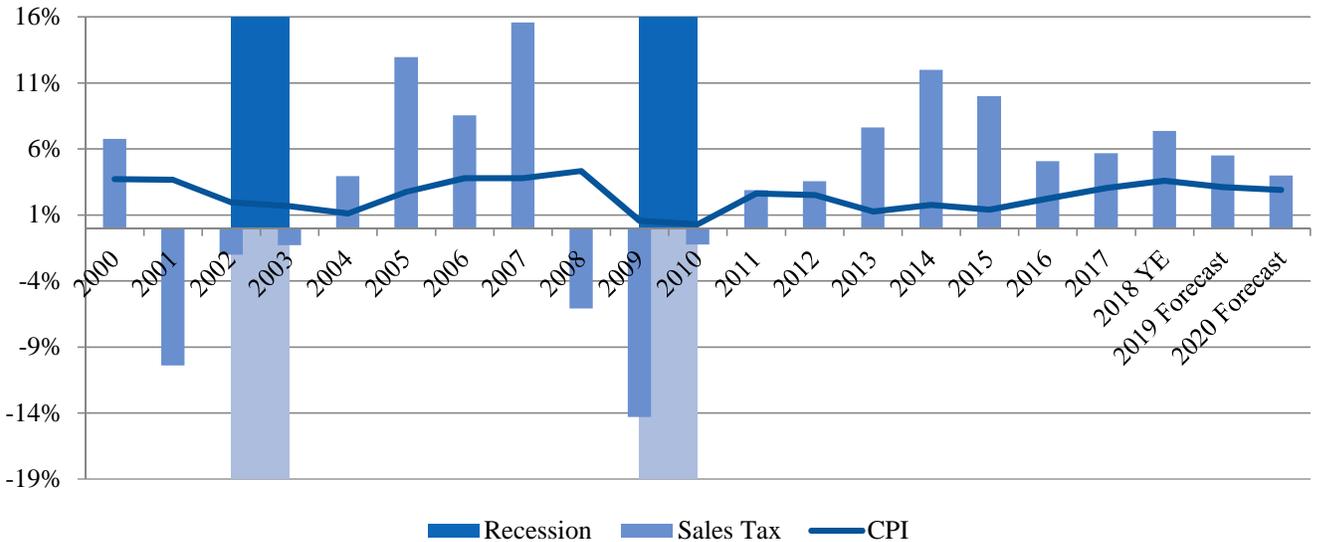
Chart 2



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Chart 3

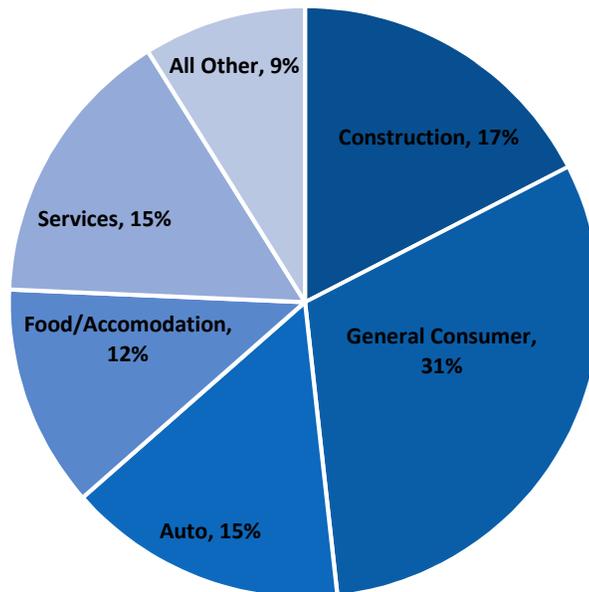
Sales Tax Annual % Increases compared to CPI



Sales tax is reported to the city by sector. The major sectors for Bellevue are construction, retail sales, and auto sales, which together comprised over 64 percent of sales tax revenue in 2017. All other sales tax sectors make up the remaining balance.

Chart 4

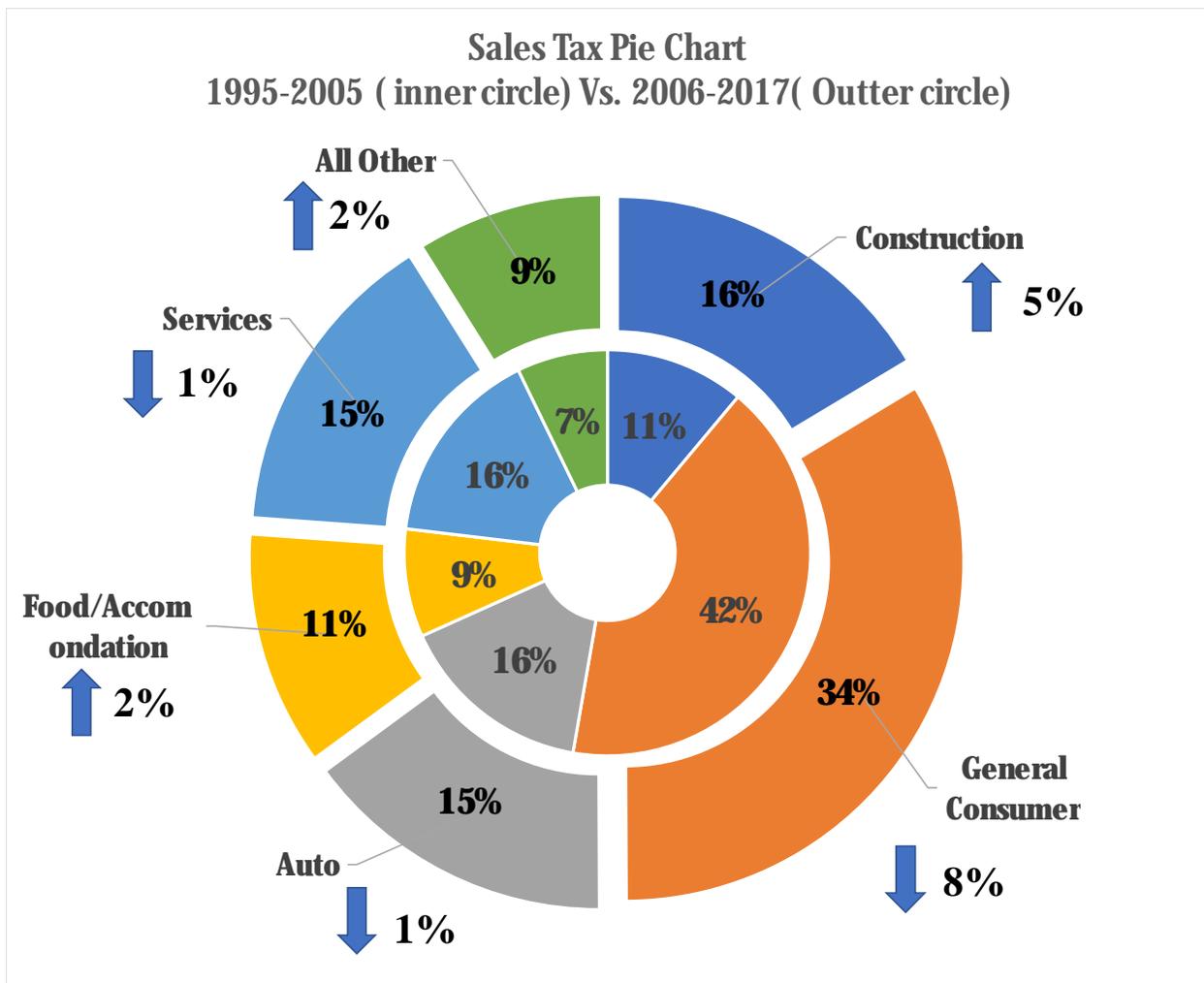
2013-2017 Sales Tax Average Share by Industry



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Total sales tax growth recovered at moderate speed due to the significant construction growth and the consistent recovery of auto and parts sales. However, retail trade growth is recovering at a much slower speed and has not yet recovered to the pre-recession level. This could be due to the growing trend of online shopping as people’s shopping habits change. On the other hand, sales tax growth is relying more and more on construction activities in Bellevue. The share of construction sales tax to total sales tax increased from 10 percent in 2012 to 20 percent in 2017. Out of the \$3.6 million sales tax growth from 2016 to 2017, \$1.5 million or 42 percent of the total growth was from construction sales tax.

As shown in the sales tax comparison pie chart below, construction has gain the most sales tax shares and retail sales (General Consumer) has lost the most of its share in recent years.

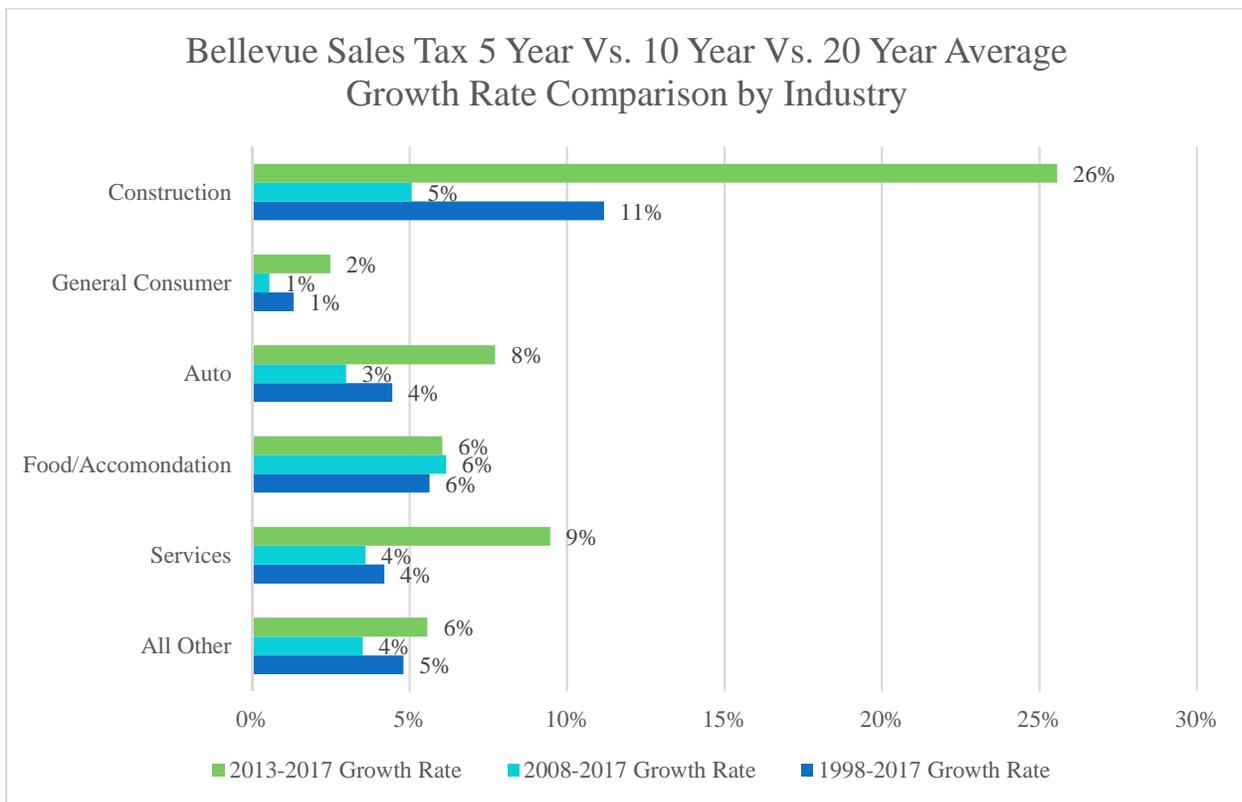


Construction

Construction activity is highly volatile and is dependent on several factors, such as the real estate market and the overall health of the economy. However, construction is a one-time activity and eventually it will slow as demand diminishes. The chart below shows the volatility of the construction sales tax by comparing the sales tax by category and by different periods. Total

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construction growth decreased significantly during the recession (up to 31 percent in a year) and then came back up to a higher than pre-recession growth rate as the economy recovered from the recessions. In the past five years of the post-recession recovery period, it has an annual growth rate of 26 percent which the other sales tax categories grows at a much lower rate. However, if we include the great recession in the analysis, the average annual growth rate reduces to 5 percent. The chart below compares the different categories of sales tax and their average annual growth rate in different economic stages, the growth patterns for different sales tax categories can vary a lot. As shown in the sales tax growth rate comparison chart below, the construction sales tax's share has gone up and down due to the construction/economic cycles, and the largest components of sales tax - general consumer (mostly retail sales) category is continuing to decrease its shares due to a slower growth.



Bellevue's construction activities tend to move with the region's trend, but also have some uniqueness due to the fast growth in the Bel-Red area and downtown. As the construction activities near the peak, other jurisdictions around Bellevue are also watching construction activities very closely.

The 2019-2024 General Fund incorporated the King County's new constructions forecast and Development Services Department's forecast. Several major mixed-use development projects (Summit III, REI Main Campus) are assumed to be under construction in the early years of the forecast. The number of land use design review application activity remains consistent with prior years indicating interest in future development in Bellevue continues, however, the pace of development is anticipated to decline as Bellevue moves through a downturn in the development

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cycle through the forecast years.¹ Bellevue’s construction sales tax is projected to flatten and maintain its level in 2019-2020 as the major projects finish their constructions, then decline slowly starting in 2021. These assumptions are in line with the King County and Seattle forecasts. As a rule of thumb, sales tax is received on major construction projects between 9 months and 18 months post permit issuance. The chart below shows the highly correlated relationship of construction sales tax and permit issuance and the time lag.



Retail Sales

Retail sales is a broad category that is comprised of sales tax generated by the sale of both store retailers operate fixed point-of-sale locations, located and designed to attract a high volume of walk-in customers and non-store retailers including electronic shopping and mail-order houses. Personal income, employment rate, consumer spending, and inflation are all highly correlated with retail sales tax revenue. Personal income recovered more quickly than retail sales tax growth from 2009-2015 as consumers saved more than spent during the immediate post-recession. Since 2016, retail sales tax has been growing closer to personal income growth at 4.6 percent for Seattle-Tacoma-Bellevue Metro which indicates a higher level of comfort with spending disposable income. (Source: U. S. Bureau of Economic Analysis)

As the public’s spending habits shift from purchases in retail store locations to online stores, the sales tax share for department stores decreased while the electronic shopping category of sales tax increased. However, online sales tax is only 1 to 2 percent of the total tax base. The higher growth rate of online stores per year in the past five years does not make up the decrease in brick and mortar

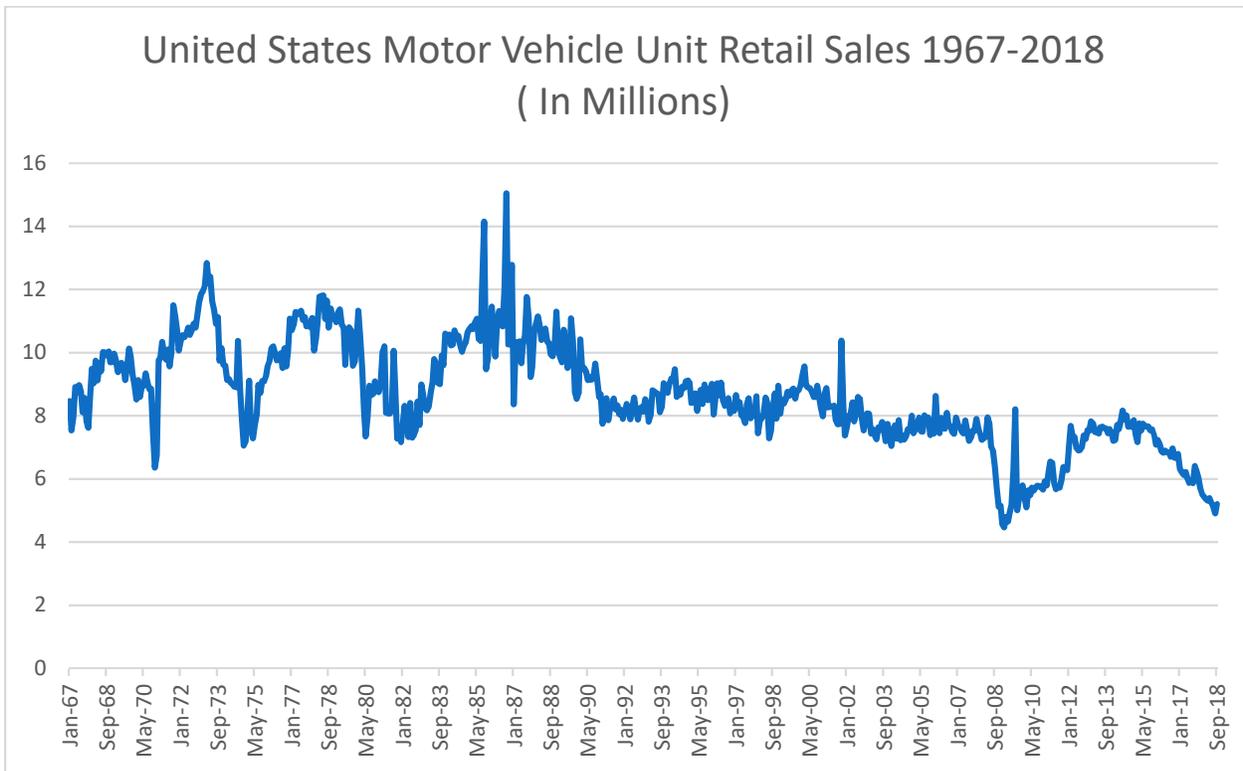
¹ 2019-2024 Financial Forecast Development Services Fund

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stores. This forecast assumed the average annual growth rate of total sales tax excluding marketplace sales tax to be 3.8 percent from 2019 to 2024. Marketplace sales tax grows at a faster pace largely due to more online retailers are expected to comply with the new law and start to collect marketplace sales tax. With marketplace sales tax, the overall sales tax growth rate is forecasted to be 4.4 percent from 2019 to 2024.

Auto Sales

Auto sales is the third largest component of sales tax, accounting for 15 percent of the total sales tax, and is another revenue that is highly volatile considering the 18 percent and 10 percent decreases in 2008 and 2009 respectively. Nationally, the auto sales have been trending down since 2016 after U.S. vehicle sales hit records in 2014 and 2015, and this trend is continuing as of September 2018. (Source: U.S. Bureau of Economic Analysis (BEA))



Bellevue’s auto sales had strong growth due to the growth of sales in existing car dealerships from 2014 to 2015, but the growth since 2016 was primarily driven by new car dealerships came into Bellevue. As both King County and Seattle had slow growth or decline (3.5 percent and -2.6 percent) in auto sales in 2017, auto sales in Bellevue is expected to grow at a moderate 5.1 to 3.8 percent from 2019-2023.

Overall Forecast 2019-2024

The forecast incorporates marketplace fairness revenue gains that result from the passage of EHB 2163 in June 2017 as part of the state budget package. EHB 2163 expands the sales tax base by expanding the taxation of out-of-state internet and catalog sales started in January 2018. Expanding the taxation of remote sales will increase the city’s total sales tax revenue by \$1.3 million in 2018 (\$0.9 million to the general fund), growing to \$4.6 million in 2024 (\$3.3 million to the general fund),



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estimated by combining DOR’s estimation and Bellevue’s 2018 year to date sales tax collection. The city budget staff will continue to watch the collections of the new revenue stream and will adjust the forecast if needed, based on actual collections.

Chart 6 below provides a comparison of the city’s sales tax forecast to Seattle, King County, and Washington State. Bellevue is showing slightly stronger growth in the near term, and in the long run, Bellevue’s forecast is comparable with King County and Washington State. This forecast is based on the best information available at this point in time and, as the forecast extends to the out years, the margin of error increases.

Chart 6
Bellevue Sales Tax Forecast Comparing to Other Jurisdictions

	2018	2019	2020	2021	2022	2023	2024
Washington State	7.50%	6.00%	4.10%	3.60%	3.40%	3.30%	N/A
King County	7.56%	3.43%	1.86%	3.59%	4.14%	3.26%	4.10%
Seattle	8.70%	3.50%	2.00%	2.10%	3.10%	N/A	N/A
Bellevue	7.35%	5.49%	3.98%	4.06%	3.38%	4.32%	4.94%

Note: All growth rates include marketplace sales tax.

*Bellevue sales tax displayed above are general fund sales tax growth rates, which will be different with total citywide sales tax growth rate due to the split to other funds.

*Seattle sales tax growth rate is from Seattle's 2019-2020 Prelim Budget Book.

*King County sales tax growth rates from King County August 2018 Forecast by King County Office of Economic and Financial Analysis.

* Washington State June 2018 Revenue forecast by Economic and Revenue Forecast Council

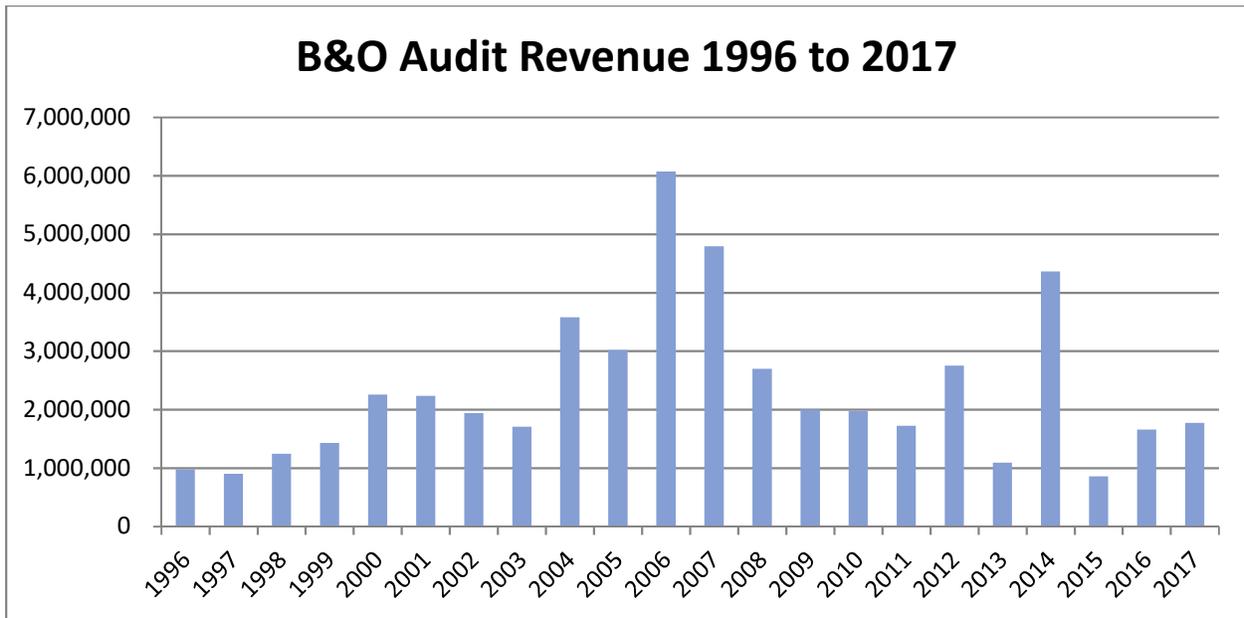
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Business & Occupation Tax

Business and occupation (B&O) tax is made up of two parts, gross receipts and square footage taxes. This revenue, like sales tax, is subject to volatility brought on by economic risk. During the recession, B&O tax collections fell 20 percent from the peak. Over the last 10 years, B&O tax accounted for 14 percent of the city’s General Fund revenue. B&O tax returned to pre-recessionary levels in 2014. The forecast assumes average annual B&O tax growth of 5.1 percent from 2019-2024.

The city continually monitors the B&O tax base as well as audit findings that may require either a refund to the taxpayer or an additional payment to the city. Audit revenue (Chart 7) is highly volatile and has ranged from several hundred thousand dollars to nearly \$4.4 million. The 2019-2024 forecast assumes \$1.5 million in audit recoveries annually.

Chart 7



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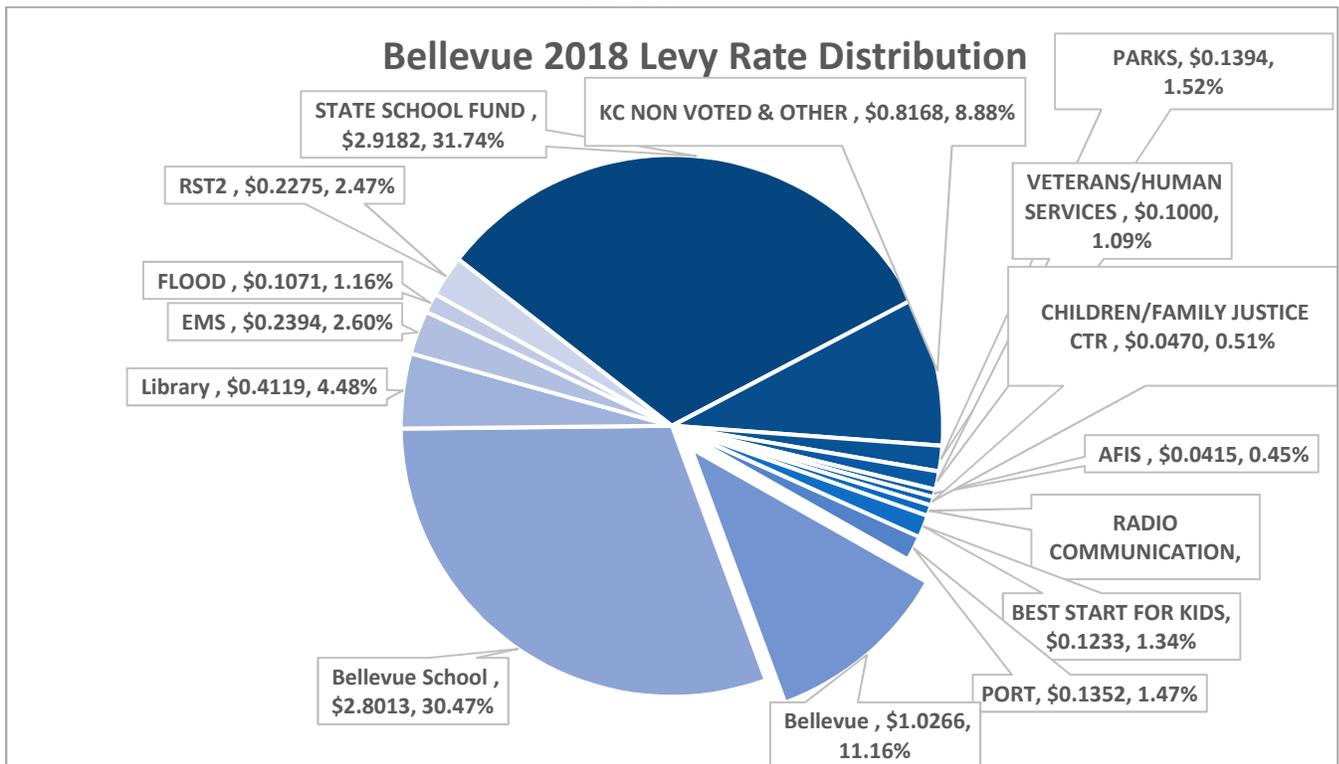
General Property Tax

Property tax is applied to the assessed value (AV) of all taxable real and personal property located within the city, with several exceptions such as public structures (government buildings, roads, etc.), property owned by several types of non-profit organizations, personal property (up to a specified dollar value), and others.

Under Initiative 747, the regular levy can grow at a maximum of 1 percent annually or the rate of inflation, whichever is less plus additions for new construction, changes in the value of state-assessed utility property and newly annexed property (referred to as “add-ons”). Inflation is defined as the increase in the implicit price deflator (IPD).

Bellevue’s property tax rate is one of the lowest in King County. The city’s 2018 property tax rate at \$1.03 per \$1,000 AV was roughly 11 percent of the most common total \$9.19 rate paid by Bellevue property owners for all taxing jurisdictions such as King County, Washington State, and school districts. The 2018 property tax total and City of Bellevue tax obligations for a home of median assessed value (\$791,000) in Bellevue is \$7,073 and \$812 respectively. Chart 7 shows the destinations of a typical Bellevue property owner’s property tax in 2018.

Chart 8



This forecast assumes a one percent statutorily available property tax increase in both 2019 and 2020. Bellevue currently has \$9.06 million in banked capacity available.

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Utility Tax

Utility tax is collected from eight types of utility services: electric, natural gas, garbage, telephone, cellular phone, water, sewer and storm water. The utility tax's share to total general fund revenue decreased from 17 percent to 14 percent from 2013 to 2017 and is projected to decrease to around 13 percent from 2019 to 2024.

- In the last few years, electric and natural gas utility tax collections have flattened out due to mild weather patterns.
- Telephone and cellular phone taxes have been on the decline and are expected to decline further due to households abandoning landlines and wireless phone companies shifting the proportions of the bill more towards the untaxed data and away from voice service. Water and sewer utility tax have increased in the past three years due to longer and hotter summers, the forecast assumes mild increases for water and sewer utility taxes.

Other Revenue

Other revenue consists of dozens of revenues collected from various sources, including excise taxes, sales tax annexation credit, penalty/interest delinquent tax, licenses and permits, intergovernmental – state and other cities, charges for goods and services, fines/forfeits, and other miscellaneous taxes and revenues. Intergovernmental revenues consist of revenues collected from other entities for services provided by Bellevue (e.g. Fire, Emergency Management Services, etc.).

State funding, sometimes referred to as State-Shared Funds, consists of distribution from state taxes such as the liquor excise tax, liquor board profits, motor vehicle fuel tax, and marijuana excise tax. These revenues have been affected by state budget changes in the past and could be affected in future state budgets.

Liquor Excise Tax

A portion of the basic spirits sales tax on sales to consumers and restaurants are shared with eligible counties, cities and/or towns. "Spirits" are any beverage which contain alcohol obtained by distillation, except flavored malt beverages, but including wines exceeding 24 percent of alcohol by volume. Based on the budget suggestions published by the Municipal Research and Services Center (MRSC), the per capita rate for city distributions in 2019 is estimated to be \$5.14, multiplied by the city's 2018 population of 144,560 estimated by the Office of Financial Management (OFM), or \$743,000 in 2019.

Liquor Board Profits

Liquor board profits consist of the difference between revenue generated by the Washington State Liquor Control Board and the board's expenditures, and a portion of these liquor profits goes to cities, counties, and border jurisdictions. Based on the budget suggestions published by MRSC, the per capita rate for city distributions in 2019 is estimated to be \$8.02, multiplied by the city's 2018 population, or \$1.18 million in 2019.



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Motor Vehicle Fuel Tax (MVFT)

Washington State shares fuel tax with local jurisdictions on a per capita basis. Fuel taxes in Washington are assessed as cents per gallon. Fuel tax revenue depends on the number of gallons sold, not the dollar value of the sales. Counties, cities, and towns receive a share of the multi-modal funds and the increase in fuel tax because of Second Engrossed Substitute Senate Bill 5987. The legislation provided for direct distributions to be phased in over the 2015-17 and 2017-19 biennium. The result is a combined annual distribution to counties, cities, and towns, starting with the state fiscal year 2019. These direct transfers are split equally between cities and counties, with the distribution to cities based on population. Based on the budget suggestions published by MRSC, the per capita rate for city distributions in 2019 is estimated to be \$21.93, multiplied by the city's 2018 population, or \$3.2 million in 2019. The MVFT revenue is split equally between general fund and CIP (\$1.6 million).

Marijuana Excise Tax

The state distributes a portion of the marijuana excise taxes to the Liquor and Cannabis Board (LCB) and various state agencies and programs on a quarterly basis. Marijuana related tax revenues are being shared with local jurisdictions for public safety purposes. Only those cities in counties that have legalized marijuana sales will receive excise tax distributions based on both their jurisdictions proportion of marijuana related sales as well as a per capita basis. The state distributes 30 percent of the total marijuana excise tax to cities and counties with a cap at \$15 million in 2019 and then \$20 million each year thereafter; 70 percent of the distribution will be on a per capita basis with 60 percent going to counties, and the remaining 30 percent will be based on the proportional share of the total marijuana revenues generated. Based on the budget suggestions published by MRSC, the per capita rate for city distributions in 2019 is estimated to be \$1.16, plus another 30 percent based on the marijuana sales in Bellevue. The city is projecting to receive around \$242,000 in 2019.



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General Fund Expenditure Overview

Urbanization

The 2019-2024 General Fund forecast continues funding for existing expenditure levels. Starting with the 2018 Mid-Biennium, the city’s forecast includes a modest assumption of 0.3 percent growth in total expenditures for an increase in demand for services based on the continued urbanization of the city. Based on a 5-year history of cost increases from 2013 to 2017, the forecast now includes a modest 0.3 percent growth in total expenditures (\$678,000 in 2021) continuing and growing annually to 2024.

Fire Station 10

The forecast assumes new costs for the opening and staffing of fire station 10 including new apparatus and 13 staff starting in 2021. The chart below breaks down the best estimate today for total cost of fire station 10 by year for the forecasting period. Since fire station 10 will not open until 2022, staff has assumed a contingency of 25 percent of non-personnel costs. As final design is developed, these costs will be reviewed and updated.

Fire Station 10 Expenditure Impact Estimation as of September 2018:

(In \$000s)	2021	2022	2023	2024
Personnel (1 captain, 2 lieutenants, 3 engineers, and 7 firefighters)	\$525	\$2,163	\$2,233	\$2,313
Apparatus	894			
All other costs (including 25% contingency on non-personnel costs)	952	660	677	694
Fire Station 10 Expenditure impact	\$2,372	\$2,823	\$2,911	\$3,007

Inflation

Inflation is estimated by King County Office of Economic and Financial Analysis in June 2018 as follows:

2020	2021	2022	2023	2024
3.1%	2.9%	2.5%	2.4%	2.4%

Capital Investment Program Maintenance and Operations (CIP M&O)

While major maintenance and renovation projects are contained within the CIP, minor maintenance is funded with operating funds. The city has a policy that addresses funding for minor maintenance on existing infrastructure. As the city builds new infrastructure, there are limited mechanisms to ensure additional maintenance and operations funding for new facilities. Over time, this places increasing pressure on the operating budget. In the 2019 to 2024 General Fund forecast, an additional CIP M&O of \$482,000 in 2019 (grows to \$495,000 in 2020) is included in the M&O expenditure line for projects that are expected to complete in 2018 and 2020. The actual cost could vary depending on the actual completion date and maintenance cost. The estimated incremental CIP M&O from 2021 to 2024 is also included in the forecast.

In 000s	2021	2022	2023	2024
New Infrastructure M&O	\$379	\$319	\$344	\$351



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LEOFF1

The Law Enforcement Officers and Firefighters Plan 1 (LEOFF 1) medical reserve, which set aside funding to pay for the city’s liability, will be fully depleted in 2019. The city will begin to pay for its liability as a “pay as you go” option, increasing the city’s General Fund exposure by an estimated \$2.3 million annually. This increase is included in the 2019-2020 budget and continues for the forecasted period.

Other

The 2019-2020 budget also includes employer impact to the General Fund of \$200,000 per year starting in 2019 for Senate Bill 5975 - Paid Family and Medical Leave.

General Fund Forecast

The General Fund forecast is projecting revenues to exceed expenditures in the near term (2019-2020); the out-year forecast reflects the reverse. The 2019-2024 forecast includes the proposed use of the councilmanic statutorily allowable 1 percent annual property tax increase in 2019 and 2020. Major tax components such as sales tax, business and occupation tax, or utility taxes are as forecasted in the sections above. Expenditures are forecasted as noted in the expenditure section above.

As displayed in Chart 9 on the following page, the city’s ending fund balance is forecasted be below 15 percent by 2023. The council financial policies adopt a 15 percent minimum fund balance requirement.

As with all forecasts, this is a best estimate of the future, representing the collection of all fiscal information known as of March 2018. The forecast is updated three times per year, in March (early look for the next year), in July (post final CPI-W announcement), and in September/ October (as related to the Preliminary Budget or Mid-Biennium Update before the council).

Conclusion

Assuming no change in revenues or expenditures, the current forecast shows the general fund continuing to build reserves through 2020 and then will be drawn on to balance the budget in the out years, which is not a long term financially sustainable strategy. The forecast shows that by 2023, the projected ending fund balance is forecasted to be less than the 15 percent City Council policy.

Risks

The risks to the economically sensitive revenues such as Sales Tax, B&O Tax, Utility Tax, Property Tax, state shared revenue, and some of the miscellaneous revenues include:

- Shift to greater online purchases from traditional brick and mortar stores,
- Construction Downturn
- Slowdown of auto sales
- Recession Risk
- New construction slow down



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- Declining cell phone tax
- Water taxes decrease due to weather patterns
- Electric taxes decrease due to weather patterns
- Legislative changes to shared revenue from the state

2019-2024 General Fund Financial Forecast

Chart 9
October 2018 for 19/20 Budget General Fund Forecast
(in \$000)

	Submitted 2019	Submitted 2020	Forecast 2021	Forecast 2022	Forecast 2023	Forecast 2024
Beginning Fund Balance	\$47,050	\$48,755	\$49,880	\$46,903	\$40,747	\$32,810
Revenue						
Property Tax	\$37,948	\$39,163	\$39,852	\$40,532	\$41,210	\$41,904
Sales Tax	55,195	57,956	60,342	62,908	65,650	68,922
Business & Occupation Tax	33,181	35,143	36,932	38,654	40,428	42,397
Utility Taxes	29,271	29,678	30,213	30,863	31,535	32,236
Miscellaneous Revenue	54,091	56,872	58,639	59,272	60,953	62,727
Total Revenue	\$209,686	\$218,812	\$225,979	\$232,229	\$239,777	\$248,185
%Δ Total Revenue		4.4%	3.3%	2.8%	3.3%	3.5%
Expenditures						
Personnel	\$125,292	\$131,760	\$137,731	\$145,132	\$151,207	\$157,543
Maintenance & Operations	82,689	85,926	91,225	93,253	96,507	99,854
Total Expenditures	\$207,981	\$217,687	\$228,956	\$238,384	\$247,714	\$257,398
%Δ Total Expenditures		4.7%	5.2%	4.1%	3.9%	3.9%
Revenue Less Expenses	\$1,705	\$1,125	(\$2,977)	(\$6,156)	(\$7,937)	(\$9,212)
Ending Fund Balance	\$48,755	\$49,880	\$46,903	\$40,747	\$32,810	\$23,597
EFB as a % of Revenue	23.3%	22.8%	20.8%	17.5%	13.7%	9.5%

- Beginning Fund Balance in 2019 is as estimated in the 2nd Quarter General Fund Monitoring Report.
- This forecast includes the Sales Tax Marketplace Fairness, Fire Station 10, and New Infrastructure M&O impacts.

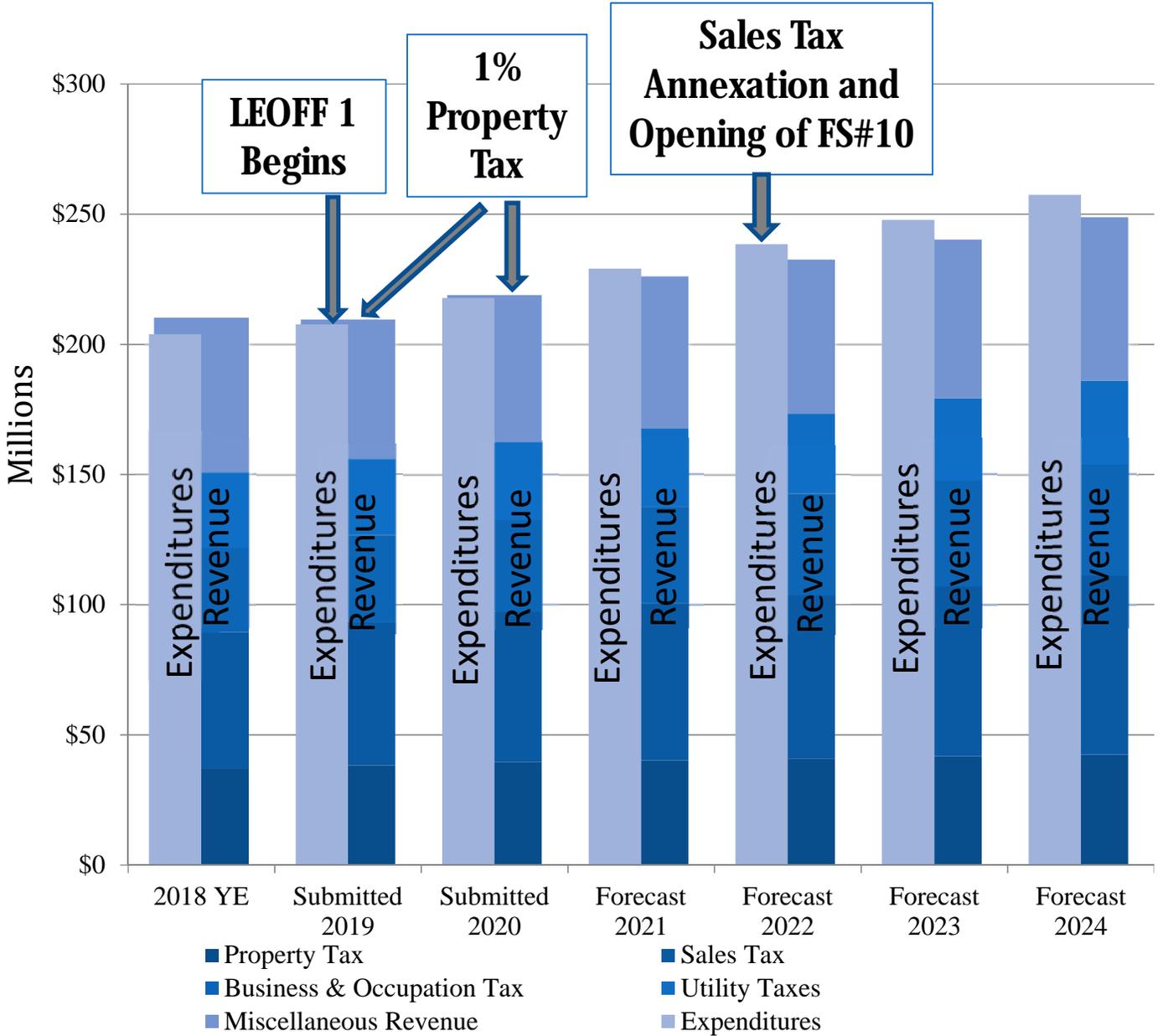
Sales Tax Marketplace Revenue	\$1,968	\$2,340	\$2,585	\$2,818	\$3,071	\$3,348
Fire Station 10 Expenditures			\$2,372	\$2,823	\$2,911	\$3,007
New Infrastructure M&O			\$379	\$319	\$344	\$351

- This forecast assumes a net zero impact for ACA, we are watching national events for further information.
- LEOFF 1 Medical "Pay as You Go" \$2.3million/year, contained within M&O Expense Line.
- Annexation Sales Tax mitigation of approximately \$1m/year within Miscellaneous Revenue expires in 2022.
- Assumes several new major projects finish and maintain the current level of construction sales tax through 2020, decrease in 2021 based on King County's August 2018 new construction forecast, Development Services Revenue forecast and 2018 Q3 snapshot report.
- 2019 CPI-W is 3.6 percent as released by the Bureau of Labor Statistics on July 12, 2018.
- Assumes 2020-2024 CPI growth by King county's June 2018 Index forecast (2.4 percent -3.1 percent)
- Assumed Fire inspection fee revenue starting in 2020.
- Due to accounting process change, general fund revenue now excludes labor distribution revenue; it is reflected as a negative expenditure.
- Includes an urbanization factor of 0.3 percent of the total expenditure (~\$700,000) starting in 2021.

2019-2024 General Fund Financial Forecast

Chart 10

General Fund Revenue versus Expenditures



2019-2024 Financial Forecast Development Services Fund

Executive Summary:

- The Development Services Fund supports delivery of development review, inspections, land use, and code enforcement services.
- The Development Services Fund 2019-2024 forecast reflects a high level of development activity in the early years as several major projects are in review and construction phases of the development cycle. To meet the workload demand for the major projects along with the East Link project and city projects, Development Services costs maintain existing staffing levels through the early years of the forecast.
- In subsequent years, development activity is anticipated to return to a more moderate level.

Background

Development activity responding to the demand for office, retail and housing continues in the early forecast years, however, is expected to decline through the forecast period when several large and mixed-use developments move from plan review to construction. Examples are Summit III, Spring District Residential and the REI Campus. Residential development is the most active segment with apartment, townhomes and condominium projects under construction in all growth areas of the city. Additional projects of note are construction of Bellevue College Student Success Center and new schools.

Sound Transit's East Link light rail project is under construction along the entire alignment generating demand for both review and inspection services. The light rail project is anticipated to spur long-term commercial and residential Transit Oriented Development near light rails stations.

Single family applications are anticipated to remain steady in the early forecast period spurred on by continued low interest rates and low inventory. Tenant improvements remain a strong category of permit activity, not only in the number of applications but in the value of projects represented by the applications.

The timing of construction for these projects will play a role in the staffing level needed in Development Services to support major project activity. Staffing levels for review, inspection, and support services increased in prior budgets to meet the growing demand for permit review and inspection services, particularly in anticipation of the East Link construction. The existing staffing level and related costs are anticipated to continue through the early forecast years as necessary to meet forecast workload.



2019-2024 Financial Forecast Development Services Fund

2019-2024 Outlook

Office vacancy rates in Downtown Bellevue are a key indicator to developers interested in developing new office space. The downtown vacancy rate in Q2 2018 was 4.8%, as several new office buildings were leased prior to completion keeping the vacancy rate low. Construction of additional office buildings during this development cycle is anticipated in response to low vacancy.

The construction valuation for issued permits, considered a key barometer of development activity, is anticipated to be up slightly from the prior year as interest continues for new major projects, single family residences, single family alterations, and tenant improvements. Construction investment for major projects is a significant driver in the forecast and is anticipated to stay high in the early years, with an expected decline in the latter years of the forecast.

The number of land use design review application activity remains consistent with prior years indicating interest in future development in Bellevue continues, however, the pace of development is anticipated to decline as Bellevue moves through a downturn in the development cycle through the forecast years.

Because of the variables, the early forecast years reflect revenue collections for several new major projects, with reductions in revenue collections through the latter years.

Development Services Fund 2019-2024 Financial Forecast (in \$000)

	2019	2020	2021	2022	2023	2024
Beginning Fund Balance	\$23,700	\$22,689	\$20,905	\$17,418	\$14,663	\$13,897
Resources:						
Building Fees	\$12,123	\$11,692	\$11,031	\$10,160	\$9,941	\$10,209
Land Use Fees	\$2,303	\$2,236	\$2,191	\$2,182	\$2,496	\$2,564
Fire, Transp. & Utilities Fees	\$7,488	\$7,796	\$7,571	\$7,459	\$7,548	\$7,752
sub: Development Services	\$21,914	\$21,725	\$20,793	\$19,801	\$19,985	\$20,525
Gen Fund Subsidy	\$4,857	\$4,989	\$4,797	\$4,703	\$4,593	\$4,703
Other Revenue/Interest	\$350	\$385	\$327	\$331	\$324	\$333
Total Resources	\$27,120	\$27,099	\$25,917	\$24,835	\$24,902	\$25,561
Expenditures:						
Building	\$10,589	\$11,000	\$11,319	\$10,337	\$10,368	\$10,419
Land Use	\$3,315	\$3,459	\$3,559	\$3,390	\$3,368	\$3,401
Fire, Transp. & Utilities Dev Svcs	\$6,127	\$6,127	\$6,304	\$6,004	\$5,543	\$5,599
Code Compliance	\$2,160	\$2,246	\$2,311	\$2,201	\$1,361	\$1,375
Administrative/Shared Costs	\$5,223	\$5,446	\$5,604	\$5,337	\$4,700	\$4,747
Technology Initiatives	\$718	\$606	\$306	\$321	\$329	\$332
Total Expenditures	\$28,131	\$28,884	\$29,403	\$27,590	\$25,669	\$25,873
Ending Fund Balance	\$22,689	\$20,905	\$17,418	\$14,663	\$13,897	\$13,584



2019-2024 Financial Forecast Development Services Fund

Forecast Drivers and Assumptions

1. Several major mixed-use development projects (Summit III, REI Main Campus) are assumed to be under construction in the early years of the forecast. School projects expected to be under construction include Bellevue College Student Success Center and Highland Middle School. Residential development continues with construction of several apartment and townhome projects. Of note is the Bosa One88 condominium tower, the first downtown condominium project since 2009.
2. New project activity continues as several in the review process (such as Holiday Inn Express, Lario Townhomes, NE 10th Residential and Bellevue Parkside) are expected to complete construction in early forecast years. Permit activity for tenant improvements of new office buildings will also continue in the early forecast years. In later forecast years, interest in major projects, new single-family homes and existing remodels is anticipated to decline.
3. The forecast reflects staffing levels anticipated to meet the demands of the construction activity as well as the East Link project. Consistent with the long-range financial planning effort, changes in resource levels are continually assessed and modified to accommodate workload, maintain service levels, and maintain budget alignment.
4. Development fees are reviewed annually and may be adjusted to assure they are set accordingly to meet cost recovery objectives endorsed by the council. This forecast assumes that rates will grow at levels near the average rate of inflation.
5. Council amended the Eastgate Land Use Code increasing development density along the I-90 corridor. Interest in Eastgate development is anticipated in the forecast years.
6. The updated Downtown Land Use Code (Downtown Livability Initiative) aligns with the updated Subarea Plan and changes that have occurred in the evolution of Downtown including the addition of light rail. The completion of the Eastgate/I-90 Corridor and Downtown code updates set the path for future growth in Bellevue.

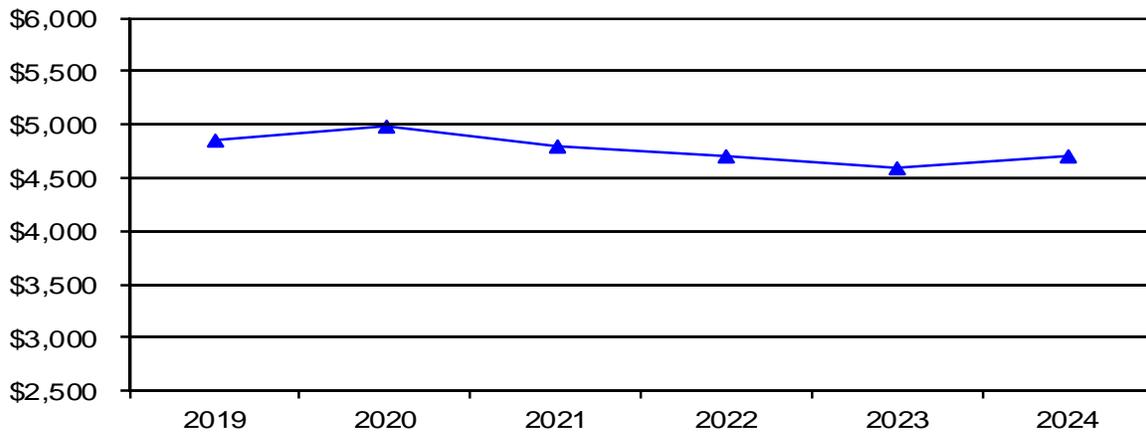
General Fund Subsidy



2019-2024 Financial Forecast Development Services Fund

The General Fund contribution to the Development Services Fund accounts for approximately 2% of the General Fund budget. This contribution (subsidy) supports personnel and M&O costs for programs that have been designated as general funded activities. These programs include Code Compliance and a portion of Land Use. Development Services activities supported by the General Fund include public information, code and policy development, and approximately 50% of Land Use discretionary review.

**General Fund Subsidy Forecast 2019-2024
(\$ in Thousands)**



The General Fund contribution to the Development Services Fund is expected to grow in the early forecast period as policy and code update work continues. In later years, the contribution is expected to decrease, consistent with projections for cost savings due to anticipated decline in development activity.



2019-2024 Financial Forecast Development Services Fund

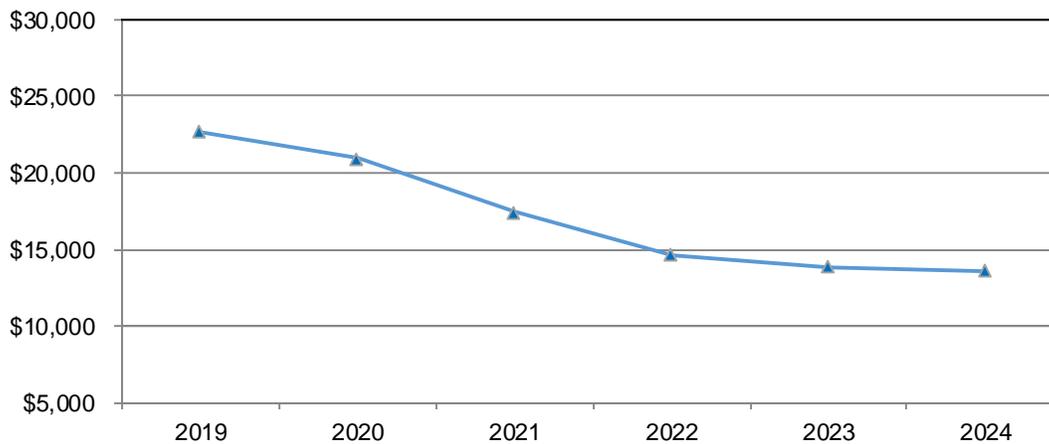
Development Services Fund Reserves

The Development Services Fund includes prepaid fees and reserves to assure that core staffing levels are balanced with cyclical needs, thus mitigating the effects of downturns or rapid increases in development activity. Reserves also ensure the Permit Center, capital equipment, and technology systems are adequately funded when they need replacement or renovation.

Development Services Fund reserves are approximately \$23.4 million through 2017, reflecting the most recent rapid development growth in Bellevue and staffing costs to meet the demand. As development activity slows, the fund level declines through the forecast years as reserves are drawn upon to maintain sufficient staff to complete the review and inspection of projects in construction and continue process improvement work.

Development activity and the Development Services fund levels will be closely monitored over the next biennium. Corrective measures will be taken during the forecast period if market conditions warrant doing so.

Development Services Fund Balance Forecast 2019-2024
(\$ in Thousands)





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2019-2024 Financial Forecast Parks Enterprise Fund

Executive Summary:

- The Parks Enterprise Fund forecast assumes that user fee revenue can continue to recover program expenditures over the forecast period.
- The Parks Enterprise Fund continues to meet reserve requirements and fund capital improvements at the golf course.

Background

The Parks Enterprise Fund accounts for the services provided by the Enterprise Program within the Parks & Community Services Department. These services include golf, tennis, aquatics, adult sports, and facility rentals. Enterprise Programs are fully supported through user fees but attempt to serve all residents regardless of ability to pay through the use of scholarships.

Parks Enterprise Fund Reserves

Parks Enterprise Fund reserves will be managed within the targeted level of 2-months operating expenses, ranging between \$1.1M and \$1.2M over the forecast period. This reserve helps ensure the fund meets cash flow needs during the winter months when golf course revenues are low.

Enterprise Capital Improvements

The Parks Enterprise program funds the Enterprise Facility Improvements Project (CIP Plan No. P-R-02), including capital projects at the Bellevue Golf Course to enhance player services and the financial performance of the course.



2019-2024 Financial Forecast Parks Enterprise Fund

Parks Enterprise Fund 2019-2024 Financial Forecast (In \$000)

	2018	2019	2020	2021	2022	2023	2024
	Estimate	Budget	Budget	Forecast	Forecast	Forecast	Forecast
Resources:							
Beginning Fund Balance	\$924	\$1,113	\$1,167	\$1,189	\$1,204	\$1,231	\$1,243
Program Revenue	6,448	6,422	6,601	6,799	7,003	7,178	7,358
General Fund Subsidy	0	0	0	0	0	0	0
Total Resources	\$7,372	\$7,535	\$7,768	\$7,988	\$8,207	\$8,410	\$8,601

	2018	2019	2020	2021	2022	2023	2024
	Estimate	Budget	Budget	Forecast	Forecast	Forecast	Forecast
Expenditures:							
Personnel	\$1,981	\$2,057	\$2,153	\$2,241	\$2,327	\$2,413	\$2,502
M&O	2,920	3,005	3,087	3,170	3,246	3,321	3,400
Interfund Transfer	1,259	1,206	1,239	1,273	1,303	1,333	1,365
Capital Transfer	100	100	100	100	100	100	100
Total Expenditures	\$6,259	\$6,368	\$6,579	\$6,784	\$6,976	\$7,167	\$7,368

Reserves:							
Ending Fund Balance	\$1,113	\$1,167	\$1,189	\$1,204	\$1,231	\$1,243	\$1,233

Note: Columns may not foot due to rounding.



2019-2024 Preliminary Financial Forecast Utilities Funds

Water, Sewer, and Storm & Surface Water Funds

Executive Summary:

The Utilities Department operates as an enterprise within the city structure and functions much like a private business entity.

- This forecast supports a prudent, balanced, and responsible budget to maintain high-quality utility service delivery to the community through continued responsible management of infrastructure assets, leveraging efficiencies, and cost containment.*
- The Department does not receive any General Fund funding and relies primarily on rates to fund its operating and capital programs.*
- The proposed rates presented herein are designed to generate sufficient revenues to fund the proposed Utilities 2019-2020 budget, includes funding for operations, asset replacements (e.g., vehicles), capital investment programs (CIP), and the long-term infrastructure Renewal and Replacement (R&R) requirements.*
- The proposed rates are lower than those presented in the Early Outlook forecast and reflect updated utility cost projections.*

The Utilities Department faces the following key challenges and constraints in the 2019-2020 biennium:

1. Challenges

- Aging capital infrastructure. Utilities operates a highly capital-intensive business, and the Department's ability to deliver quality services to its customers is dependent on the ability of each system to function on demand, every day of the year.
- Supporting economic growth. Additional infrastructure is needed to support development and economic growth.
- Operational efficiency. We are mindful of the need to operate efficiently and continually evaluate business processes to seek opportunities to effectively deliver services in a more cost-effective manner.

2. Constraints

- External financial obligations. Over half of Utilities' operating costs represent legal and contractual financial obligations, including wholesale cost payments for water supply and wastewater treatment, tax payments to the state and cities, and support service charges from the General Fund.
- Legal mandates. Utilities must comply with state and federal mandates, such as the National Pollution Discharge Elimination System (NPDES) Municipal Storm Water Permit, to protect drinking water and surface water quality.



2019-2024 Preliminary Financial Forecast Utilities Funds

Within this context, the proposed 2019-2020 Utilities budget is prepared with the following guiding principles:

1. Compliance with Council-approved financial policies. The Waterworks Utility Financial Policies serve as the foundation for the development of the Utilities Department budget and rates. Consistent with these policies, the proposed budget and rates are based on:
 - The full cost to provide utility services now and in the future.
 - Fully funding wholesale cost increases so local programs are not degraded.
 - Sufficient reserves to protect solvency of the utility funds.
 - Investment in capital infrastructure and/or deposit of funds in an infrastructure renewal and replacement (R&R) account are to be made to ensure that current and future customers that use the utility system pay their equitable share of system costs.
2. Lean operations. The Department continues to focus on controlling on-going operational expenses, finding efficiencies, and otherwise minimizing costs that impact local rate increases.
3. Preserving aging infrastructure. The city's utility infrastructure is aging, and increased maintenance and capital investments are inevitable. System failures are on the rise. The capital program is largely focused on renewal and replacing aging infrastructure.
4. Implementation of previously approved AMI CIP project. The Department is implementing the previously approved Advanced Metering Infrastructure (AMI) project. AMI technology will enable customers to have easier access to near real-time water usage information, facilitates more proactive leak detection, and reduces labor costs for performing manual meter reads.
5. Maintain current service levels to the community. The proposed budget includes the following requests to maintain current levels of service:
 - a. Coal Creek Utility District (CCUD) reservoir maintenance.
 - b. An additional 0.25 FTE to provide staffing necessary to maintain customer service delivery.
6. Service Enhancement – Storm and Surface Water video inspection. The Department is proposing to increase the Storm and Surface Water Condition Assessment Program using closed circuit TV equipment to inspect drainage pipe to identify defects that need repair from 7 miles per year to 20 miles per year.



2019-2024 Preliminary Financial Forecast Utilities Funds

PROPOSED 2019-2020 UTILITY RATES

The following table summarizes the rate adjustments necessary to support the proposed 2019-2020 budget for the Water, Sewer, and Storm and Surface Water utilities by rate drivers.

	<u>WATER</u>		<u>SEWER</u>		<u>STORM</u>		<u>TOTAL</u>	
	<u>2019</u>	<u>2020</u>	<u>2019</u>	<u>2020</u>	<u>2019</u>	<u>2020</u>	<u>2019</u>	<u>2020</u>
Wholesale	1.4%	2.0%	1.8%	0.0%	0.0%	0.0%	1.4%	0.8%
Local								
CIP/R&R	0.8%	1.8%	0.7%	1.4%	2.2%	3.2%	1.0%	1.8%
Taxes/Interfunds	0.9%	0.6%	0.4%	0.3%	0.5%	0.7%	0.6%	0.5%
Operations	0.6%	0.6%	1.0%	0.6%	2.7%	1.5%	1.0%	0.7%
Local subtotal	2.3%	3.0%	2.1%	2.3%	5.4%	5.4%	2.6%	3.0%
Total Rate Increase	3.7%	5.0%	3.9%	2.3%	5.4%	5.4%	4.0%	3.8%
<i>Early Outlook Rate Increase</i>	<i>5.0%</i>	<i>5.0%</i>	<i>4.7%</i>	<i>2.3%</i>	<i>5.5%</i>	<i>5.5%</i>	<i>4.9%</i>	<i>3.8%</i>

Minor differences may exist due to rounding

The total monthly utility bill for the typical single-family residential customer for water, sewer, and storm and surface water services is \$169.55 in 2018. With the above proposed rate increases, the total monthly utility bill for the typical single-family resident would increase by 4.0% or \$6.85 in 2019 and 3.8% or \$6.68 in 2020.

The following section provides further detail on the key rate drivers for the proposed 2019-2020 Utilities budget.

Payments to External Service Providers

Wholesale Costs

The single largest cost center for the Utilities Department is wholesale costs, which include payments to the Cascade Water Alliance (Cascade) for the purchase of water supply and regional capital facility charges and payments to King County for wastewater treatment. Combined, these expenses total \$116 million for the 2019-2020 biennium, or approximately 37% of the total budget for the Utilities Department.

The cost from Cascade to purchase water supply is projected to increase from \$19.8 million in 2018 to \$20.6 million in 2019 and \$21.4 million in 2020. The impact of this cost increase to the Bellevue retail water rate is 1.4% and 2.0% in 2019 and 2020, respectively.

The cost from King County for wastewater treatment is projected to increase from \$33.7 million in 2018 to \$34.5 million in 2019 and 2020. The impact of the cost increase to the Bellevue retail sewer rate is 1.8% in 2019, with no increase in 2020.



2019-2024 Preliminary Financial Forecast Utilities Funds

To ensure local operations and the CIP are not degraded, the Department's proposed 2019-2020 budget is consistent with the council-adopted financial policy which directs rate increases necessary to fund wholesale costs be passed directly through to the customer.

Local Costs

CIP / R&R

Outside of wholesale costs discussed above, the next largest cost driver for the Utilities Department is the CIP and the cost to renew and replace infrastructure in the future, representing approximately 30% of the total budget for the Utilities department, or approximately \$95 million for the 2019-2020 biennium. Utilities infrastructure has a replacement value of over \$3.5 billion, and most of the systems are well past their mid-life. As a result, the systems used to deliver water, convey wastewater, and manage storm water runoff are experiencing more failures, and the cost to maintain, operate, rehabilitate, and replace this infrastructure is increasing. To minimize costs and optimize the integrity of the utility systems, the Utilities Department has developed a strategic 75-year asset management plan to systematically fund the future renewal and replacement of these assets. Consistent with council-adopted financial policy, this long-term funding strategy is also designed to smooth future rate increases and provide for intergenerational equity.

The proposed Utilities 2019-2025 CIP includes the following investments:

- **Aging infrastructure:** \$173.5 million, or 77% of the proposed CIP, is for investments to renew and replace aged infrastructure such as pipes, reservoirs, and pump stations. Examples of projects include small diameter water main replacements (\$79.2 million), water pump station repairs (\$18.5 million), sewer system pipeline major repairs (\$11.5 million), sewer pipeline replacements (\$14.5 million), sewer pump station improvements (\$7.8 million), and storm system conveyance repairs and replacements (\$10.5 million).
- **Environmental preservation:** \$18.5 million, or 8% of the proposed CIP, is for environmental preservation and flood protection projects. Example projects include the storm system flood control program (\$5.8 million), and Lower Coal Creek flood hazard reduction (\$6.1 million).
- **Capacity for growth:** \$10.3 million, or 5% of the proposed CIP, is to increase the capacity of the utility systems to accommodate growth. Example projects include the Midlakes sewer pump station improvements (\$3.4 million), water storage availability for downtown (\$1.6 million), and a new water inlet station to supply water for West Bellevue (\$2.3 million).
- **Service enhancement:** \$14.7 million, or 7% of the proposed CIP, will support implementation of a new Advanced Metering Infrastructure (AMI) system, which will enable customers to access drinking water consumption information near real-time and allow for early leak detection. This investment is proposed to be funded with existing resources within the water and sewer utilities and will not have an impact on rates.
- **Maintain service delivery:** \$8 million, or 3% of the proposed CIP, is funding for land acquisition to build an additional operational facility to maintain service delivery to the community, discussed further below.

Total funding for current and future capital infrastructure needs will require rate increases between 0.7% to 1.8% per year in 2019 and 2020 in the water and sewer utilities, and 2.2% in 2019 and 3.2% in 2020 in the storm utility.



2019-2024 Preliminary Financial Forecast Utilities Funds

Taxes/Internal Service Provider Payments

Taxes and interfund payments represent approximately 15% of the total budget for the Utilities Department, or approximately \$48.4 million for the 2019-2020 biennium. The amount of taxes paid is based upon the amount of revenue collected and the tax rates assessed by the state and cities. No changes to the state and city tax rates are assumed in the proposed budget except for a new utility tax on water and sewer services in the City of Medina. Interfund payments represent costs that Utilities pays to the General Fund for support services. Rate increases of less than 1% per year in 2019 and 2020 are required in each utility for cost increases in taxes and interfund payments.

Operations

Operating costs include personnel, supplies, and professional service expenses that are necessary to carry out the daily functions of the Utilities Department. This cost category totals \$56.8 million, or about 18% of the Utilities budget for the 2019-2020 biennium. The costs to operate and maintain the utilities are increasing and will require rate increases of 1% or less per year in 2019 and 2020 in the water and sewer utilities, and 2.7% in 2019 and 1.5% in 2020 in the storm utility.

New Initiative – Operations and Maintenance (O&M) Facility Land Acquisition

Utilities needs an additional maintenance facility in the North End of Bellevue to better serve our customers by maximizing efficiencies and improving emergency response. The current operations and maintenance facilities are operating at or near capacity and will not meet all of Utilities operational needs to service the community in the future. The proposed Utilities 2019-2020 CIP includes \$8 million for this investment. This investment is proposed to be funded with existing resources within the water and sewer utilities and will not have an impact on rates.

2019-2024 Financial Forecast

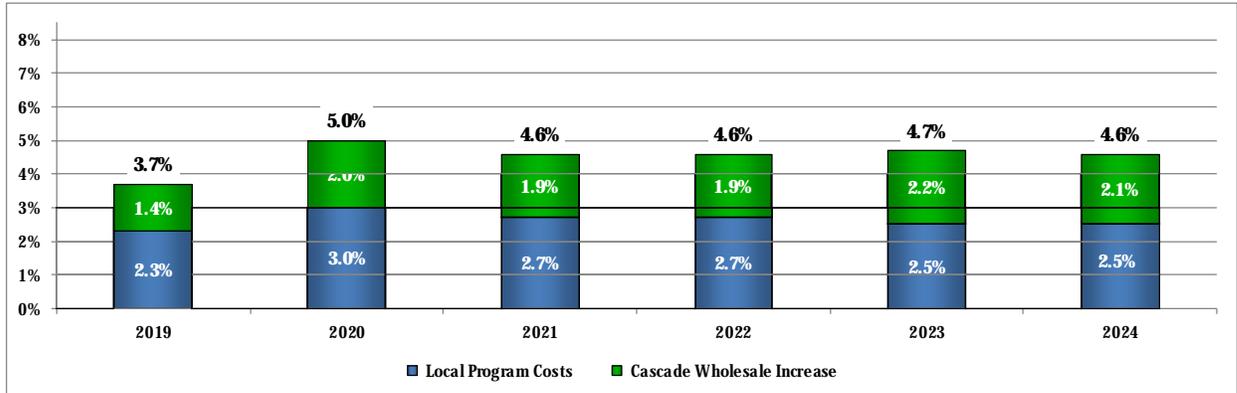
The following pages provide a more in-depth discussion of the individual rate drivers and forecasted rate adjustments through the year 2024 for the water, sewer, and storm water utilities.



2019-2024 Preliminary Financial Forecast Utilities Funds

WATER UTILITY FUND 2019 - 2024 Preliminary Rate Forecast

PROJECTED RATE INCREASES



Impact to Monthly Bill for a Typical Residential Customer						
	2019	2020	2021	2022	2023	2024
Prior Year Bill	\$64.08	\$66.45	\$69.78	\$73.00	\$76.37	\$79.96
Increase:						
Cascade Wholesale Purchased Water	0.90	1.33	1.33	1.39	1.68	1.68
Local	1.47	2.00	1.89	1.98	1.91	2.00
Total	<u>\$2.37</u>	<u>\$3.33</u>	<u>\$3.22</u>	<u>\$3.37</u>	<u>\$3.59</u>	<u>\$3.68</u>
Projected Bill	\$66.45	\$69.78	\$73.00	\$76.37	\$79.96	\$83.64

Minor differences may exist due to rounding

Key Rate Drivers

- **Wholesale Costs**

Drinking water for the City of Bellevue is purchased from the Cascade Water Alliance (Cascade). Cascade costs are increasing primarily due to water purchase costs from Seattle. Per City financial policy, increases in the cost of purchased water are passed directly through to the ratepayer. Retail rate impacts of the projected increases in Cascade's wholesale costs to Bellevue are 1.4% for 2019 and 2.0% for 2020. Beyond that, the anticipated retail rate impacts due to Cascade's projected cost increases to the City of Bellevue average 2.0% per year for 2021 through 2024.

- **Capital Program**

The projected 2019-2025 water capital investment program (CIP) includes \$147.6M to proactively construct, maintain, and replace system assets. The water utility is in active system replacement and the majority of the projected capital program (\$125.2M) will be invested to replace existing aging infrastructure. Significant aging infrastructure water CIP projects include small diameter water main replacement and water pump station repair and replacements. Total funding for current and future infrastructure needs will require rate increases of 0.8% in 2019 and 1.8% in 2020, and an average of about 1.5% per year thereafter. During 2019 and 2020 water rates are not sufficient to fully fund the Water CIP and R&R reserves are used to subsidize the Water CIP in these years. The water CIP also includes \$10.3M for the water utility's share of funding for Advanced Metering Infrastructure (AMI) and \$5.3M for land acquisition for developing a new maintenance facility. The funding for these projects is from available water reserves and is not a rate driver.

- **Taxes/Intergovernmental**

Taxes and interfund payments to other City departments for support services will require rate increases of 0.9% in 2019 and 0.6% in 2020. Increases for the remainder of the forecast period will average 0.6%.

- **Operations**

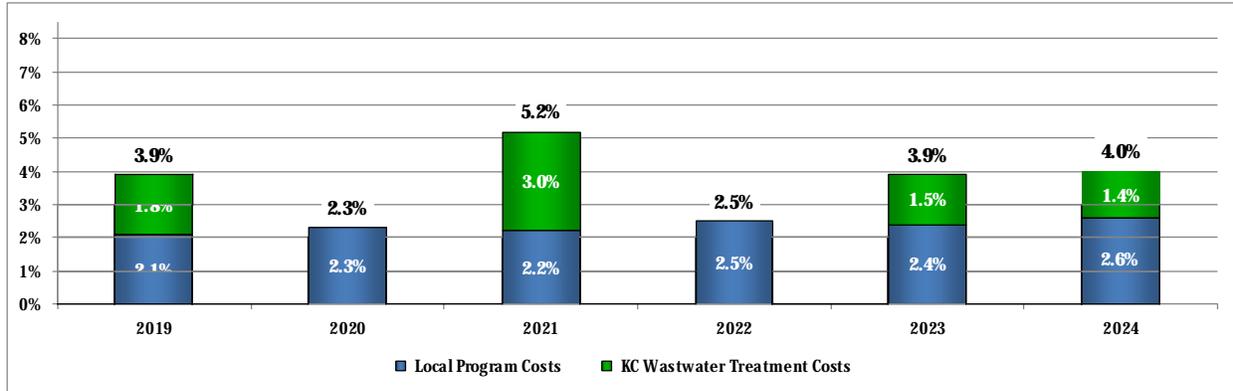
Projected inflationary cost increases to operate and maintain the water utility will require rate increases of about 0.6% in 2019 and 2020, and an average of about 0.5% per year thereafter.



2019-2024 Preliminary Financial Forecast Utilities Funds

SEWER UTILITY FUND 2019 - 2024 Preliminary Rate Forecast

PROJECTED RATE INCREASES



Impact to Monthly Bill for a Typical Residential Customer						
	2019	2020	2021	2022	2023	2024
Prior Year Bill	\$80.43	\$83.56	\$85.48	\$89.92	\$92.17	\$95.77
Increase:						
KC Wastewater Treatment	1.45	0.00	2.56	0.00	1.38	1.34
Local	1.68	1.92	1.88	2.25	2.22	2.49
Total	\$3.13	\$1.92	\$4.44	\$2.25	\$3.60	\$3.83
Projected Bill	\$83.56	\$85.48	\$89.92	\$92.17	\$95.77	\$99.60

Minor differences may exist due to rounding

Key Rate Drivers

- **Wholesale Costs**

Per King County, the Wastewater Treatment Division's costs are increasing primarily due to ongoing debt service and capital program costs. The wholesale wastewater treatment rate is established by the County for a two-year period starting in 2019, and per City financial policy, is passed directly through to the ratepayer. The retail rate impacts of the projected increases in wastewater treatment costs to Bellevue are 1.8% in 2019, 0.0% in 2020, and average 1.5% for 2021-2024.

- **Capital Program**

The proposed 2019-2025 Sewer Capital program includes \$45.9M in investments. Unlike the water utility, the sewer utility is just beginning systematic asset replacement. Most of the proposed capital program (\$35.3M) will be invested to replace existing aging infrastructure. Significant aging infrastructure projects include sewer system pipeline major repairs, sewer pump station improvements, and sewer system pipeline replacements. Capital funding, including transfers to the R&R account, will require rate increases of about 0.7% in 2019, 1.4% in 2020, and an average of 1.5% per year thereafter. The sewer CIP also includes \$4.4M for the sewer utility's share of funding for Advanced Metering Infrastructure (AMI) and \$2.7M for land acquisition for developing a new maintenance facility. The funding for these projects is from available sewer reserves and is not a rate driver.

- **Taxes/Intergovernmental**

Taxes and interfund payments to other City departments for support services will require a rate increase of about 0.4% in 2019 and 0.3% 2020, and an average of 0.3% per year thereafter.

- **Operations**

Projected inflationary cost increases to operate and maintain the sewer utility will require a rate increase of about 1.0% in 2019 and 0.6% 2020, and an average of 0.6% per year for the remainder of the forecast period.



2019-2024 Preliminary Financial Forecast Utilities Funds

STORM AND SURFACE WATER UTILITY FUND 2019 - 2024 Preliminary Rate Forecast

PROJECTED RATE INCREASES



Impact to Monthly Bill for a Typical Residential Customer						
	2019	2020	2021	2022	2023	2024
Prior Year Bill	\$25.04	\$26.39	\$27.82	\$29.29	\$30.79	\$32.36
Increase	\$1.35	\$1.43	\$1.47	\$1.50	\$1.57	\$1.55
Projected Bill	\$26.39	\$27.82	\$29.29	\$30.79	\$32.36	\$33.91

Minor differences may exist due to rounding

Key Rate Drivers

- **Capital Program**

The projected 2019-2025 Stormwater Capital program includes \$31.5M in investments. Of this amount, \$18.5M is for environmental preservation investments, and include mitigating flood hazards and constructing fish passage and stream improvement projects. The remaining \$12.9M of the stormwater utility capital investments are for aging infrastructure rehabilitation and replacements. Significant projects include stormwater system conveyance infrastructure rehabilitation and minor stormwater capital improvement projects. Capital funding, including transfers to the R&R account, will require rate increases of 2.2% in 2019 and 3.2% in 2020 and an average of about 2.8% per year thereafter.

- **Taxes/Intergovernmental**

Taxes and interfund payments to other City departments for support services will require a rate increase of about 0.5% in 2019, 0.7% in 2020 and increases averaging about 0.7% per year thereafter.

- **Operations**

Projected cost increases to operate and maintain the storm and surface water utility, largely due to inflation, will require rate increases of about 2.7% in 2019, 1.5% in 2020, and about 1.6% per year thereafter. The rate increase in 2019 includes funding to enhance the storm and surface water video inspection program.



Resource Summary

This chapter illustrates 2019-2020 budget resource estimates primarily through the use of graphic presentations. Text describing the graphic presentations is included to highlight some of the key information presented.

This Resource Summary is organized into the following sections:

A. Total City Budget Resources

Figure 8a-1 presents the preliminary 2019-2020 resource budget for all city funds and contains a comparison to amended 2017-2018 resources. All comparisons in this section compare the 2019-2020 preliminary budget to the 2017-2018 amended budget.

Figure 8a-2 includes specific information on each of the taxes levied to support city services. Included for each tax are the maximum allowable rate, the current city rate, the 2019 and 2020 budgets, and supplemental information.

Figure 8a-3 provides an overview of the various revenue policies of the city, including any applicable RCWs and ordinances.

Figure 8a-4a and 8a-4b compares Bellevue property tax and average utilities rates to other local jurisdictions.

Figure 8a-5 displays historical property tax information for comparison purposes. Official property tax records are maintained by the King County Assessor's Office.

Figure 8a-6 displays a typical distribution of property tax dollars for Bellevue taxpayers, as well as an estimate of property tax bills for Bellevue home owners.

NOTE: This section compares the preliminary 2019-2020 budget to the amended 2017-2018 budget. This section differs from the Forecast section (earlier in this chapter) in that the Forecast compares 2017 actuals and estimated 2018 year-end projection.



Resource Summary

A. Total City Budget Resources

Figure 8a-1 presents the 2019-2020 resource Budget for all City funds and contains a comparison to amended 2017-2018 resources. All comparisons in this section compare the 2019-2020 preliminary budget to the 2017-2018 amended budget.

The city has many revenue sources across all funds, from general government to enterprise funds. Generally, revenue remains fairly consistent with the largest fluctuation happening in the most economically driven revenue streams of Sales and Use Tax and Business and Occupation Tax.

Many of the resources received are dedicated to a specific purpose and cannot be spent on non-related services or programs. For example, rate revenues received from water service can only be used for that purpose and cannot be used to pay for general services or other types of utility services.

There are several revenue streams that are restricted including but not limited to Development Services permits revenue, Property Tax revenue received from the voter-approved Parks Levy, Fire Facilities Levy and Neighborhood Safety, Connectivity and Congestions Levy, and revenue generated by utility rates. As noted in the chart on the next page, taxes make up 29.2 percent of the total 2019-2020 preliminary biennial budget. The remaining 70.8 percent is a collection of beginning fund balance, utility rates, and other sources.

Sales Tax is the most volatile revenue stream for the city and comprises 8.9 percent of total resources. In prosperous economic times Sales Tax growth is quite strong; in 2007 Sales Tax grew 16.6 percent with construction leading the way. In poor economic times sales tax may drop precipitously as illustrated by a 15.2 percent drop in 2009. On average over the last 15 years sales tax has averaged 3.8 percent growth annually. Sales tax has been on the rise the last few years but not at the growth seen in the years leading up to the Great Recession.

Property Tax makes up 6.9 percent of the city's total resources which can be seen in Figure 8a-1. This budget proposes the 1 percent increase in Property Tax in both 2019 and 2020. The total property tax levy rate in 2018 is \$1.03 per \$1000 Assessed Value (AV), and the 2019 and 2020 levy rates are expected to drop further due to increases in AV related to new construction. Estimated 2019 and 2020 levy rates include voter-approved Parks, Fire Facilities, and Neighborhood Congestion, Safety, and Connectivity levies.

Business & Occupation Tax is 5.5 percent of the city's resources and performs similar to Sales Tax but the tax base is somewhat more expansive giving it slightly more stability than Sales Tax. Unlike Sales Tax, B&O tax is based on gross receipts for retail sales or calculated by square footage for those companies that don't necessarily have gross receipts but performs other activities such as management activities of a head-quarters.

Utility Taxes include electric, natural gas, water, sewer, storm drainage, garbage, and telephone utility activity. City-run utilities such as water, sewer and storm drainage, have grown consistently from year to year and were only minimally affected by the recession. Electric and



Resource Summary

Gas tax has increased due to rates and usage increases. Telephone and cell phone services have been going through systemic changes that have resulted in declining collections and are expected to decline further. More and more people are discontinuing landline telephones services and data plan on cell phones bills are exempt from tax, resulting in reduced cell phone tax collections.

Other taxes include hotel/motel, Real Estate Excise (REET), Criminal Justice Sales, Admissions, Gambling, and Leasehold Excise Taxes, as well as tax penalties. The city has an abundance of large buildings in the downtown area, as well as in Eastgate. When these buildings sell, they contribute significant REET dollars to the city. Since the last recession, the pudget sound region's house prices has rebounded the fastest in the nation, and has reached its highest level. The current house market is a big contributor to the REET growth in the past couple of years.

Utility Service Fees are the third largest category of resources making up 18.2 percent of total city resources. Utility Service Fees can only be used to support the specific utility for it was collected. As an example, water service fees cannot be used to support sewer operations. This revenue category is made up of water, sewer, and storm and surface water service fees. These revenues are projected to grow by \$28.5 million over the 2019-2020 biennium, primarily attributable to water, sewer, and storm drainage rate increases

Beginning Fund Balance (BFB) is the second largest category of resources at \$331.4 million or 19.1 percent of total city resources. The General Fund's 2019 beginning fund balance is \$47.3 million or 14.3 percent of total Beginning Fund Balance. Similar to other resources, fund balance often is restricted to fund only certain types of expense. As an example, the Sewer Utility fund balance can only be used to fund expenses that support the Sewer Utility. Conversely, the General Fund balance can be used for any purpose.

Operating Transfers, 10.7 percent of total resources, are anticipated to increase by \$58.2 million or 45.6 percent from 2017-2018 to 2019-2020. Operating Transfers are a transfer between funds. An example of an operating transfer would be a transfer from an operating fund to a capital fund to support future or present capital projects. Another example is a transfer from a capital fund to an operating fund when an operating fund FTE works on a capital project.

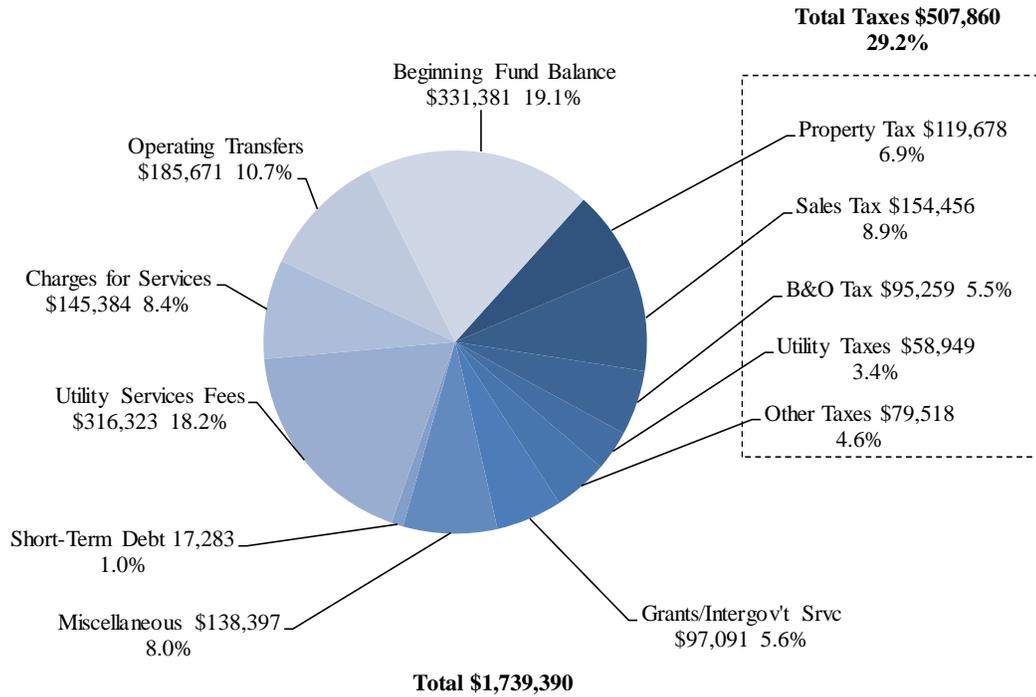
The components of Intergovernmental Revenues include but are not limited to Federal and State Grants, Interlocal Contributions including Sound Transit contributions, King County contributions, and Point Communities contributions, and revenue from rents and leases.



Resource Summary

Figure 8a-1

2019-2020 Total City Budget Resources
\$000



Comparison to 2017-2018 Budget

	2017-2018 Amended Budget	2019-2020 Preliminary Budget	\$ Change	% Change
Taxes				
Sales Tax	\$141,637	\$154,456	\$12,819	9.1%
Property Tax	113,546	119,678	6,132	5.4%
Business & Occupation Tax	82,217	95,259	13,042	15.9%
Utility Taxes	52,467	58,949	6,482	12.4%
Other Taxes	71,367	79,518	8,152	11.4%
Total Taxes	\$461,233	\$507,860	\$46,627	10.1%
Beginning Fund Balance	\$297,513	\$331,381	\$33,868	11.4%
Utility Services Fees	287,845	316,323	28,479	9.9%
Miscellaneous	171,167	138,397	(32,770)	(19.1%)
Short-Term Debt	22,667	17,283	(5,384)	(23.8%)
Long-Term Debt	0	0	0	0.0%
Charges for Services	152,889	145,384	(7,505)	(4.9%)
Operating Transfers	127,490	185,671	58,181	45.6%
Grants/Intergovernmental Services	94,709	97,091	2,382	2.5%
Total Resources	\$1,615,514	\$1,739,390	\$123,876	7.7%

Figures may not foot due to rounding.



Resource Summary

Figure 8a-2 **Summary of Locally Levied Taxes**

1. Sales Tax (RCW 82.14.030)

Sales tax is imposed on the sale of most goods and some services. This tax is remitted to the State by businesses and in turn, the State provides the city with a portion of this revenue on a monthly basis. The total sales tax rate is 10.0 percent in Bellevue and the city receives 0.85 percent of this rate.

Growth in sales tax revenue is driven by growth in sales at retail outlets, direct expenditures by households and businesses, and development activity. Sales Tax revenue support activities of the General Fund, General CIP Fund and Housing Fund. The current method for splitting the Sales Tax between the General Fund and the General CIP fund is for the General Fund to equal 75 percent plus incremental increases in operations and maintenance minus the bond payment for \$10 million CIP debt. The current policy for the General Fund and the CIP Fund is:

“Proposals for CIP project funding shall include the estimated future M&O cost, to provide full cost disclosure. Such M&O costs anticipated to be incurred in the upcoming biennium should be included in operating budget proposals for funding consideration. As of 2011, funding for existing CIP M&O is provided by a distribution of the City’s Sales Tax revenue, split between 75 percent General Fund and 25 percent CIP. The dollar amount for CIP M&O is adjusted upward each year by the anticipated Consumer Price Index for all Urban Consumers (CPI-U) after first making any necessary adjustments (e.g., partial vs full-year costs) and eliminating any one-time items. The distribution amounts should be reviewed periodically by Council for reasonableness and potential adjustment.” (Source: Financial Policy)

With the issuance of \$79.1 million in debt in 2015, of which \$10 million allows the city to redirect sales tax to address infrastructure and neighborhood needs, the current sales tax split and the source of splitting methodology is shown below:



Resource Summary

Revenue Stream	Source: RCW; Financial Policy; Ordinance; Guiding Practice	Calculation of where each tax is split to
Sales Tax	<p>RCW 82.14 – establishes sales tax authority for cities.</p> <p>Financial Policy XI.H: splits 75% to the General Fund for CIP M&O plus 25% to the CIP; each year post 2011 the General Fund portion is increased by CPI.</p> <p>Restated EL MOU Implementation Ordinance 6227 dated May 18, 2015, amended the CIP to recognize \$4 million in construction sales tax from East Link construction activity in the City, at ~\$1M a year 2017-2020.</p> <p>2015 Budget Umbrella Ordinance 6209 dated December 14, 2014: Adopted as part of the budget a 2% property tax increase, which allowed for \$694,000 of sales tax to be redirected to the CIP to cover debt service for the 2015 bonds.</p> <p>Housing Trust Fund has been a transfer from sales tax since 1991.</p>	<p>Sales Tax Split Calculation:</p> <p>Total Sales Received by the City Less \$100,000 to the Housing Trust Fund Less \$694,000 to the CIP for 2015 Debt Service</p> <p>Subtotal of Sales tax to be split between GF/CIP 75% to General Fund (adjusted by CPI from 2011 on) Remainder to CIP (approximately 25%)</p> <p>The split is then adjusted to ensure that full \$1,000,000 Eastlink assumption is recognized in the CIP as per the MOU adoption. This adjustment is for years 2017-2020 for a total of \$4 million.</p>

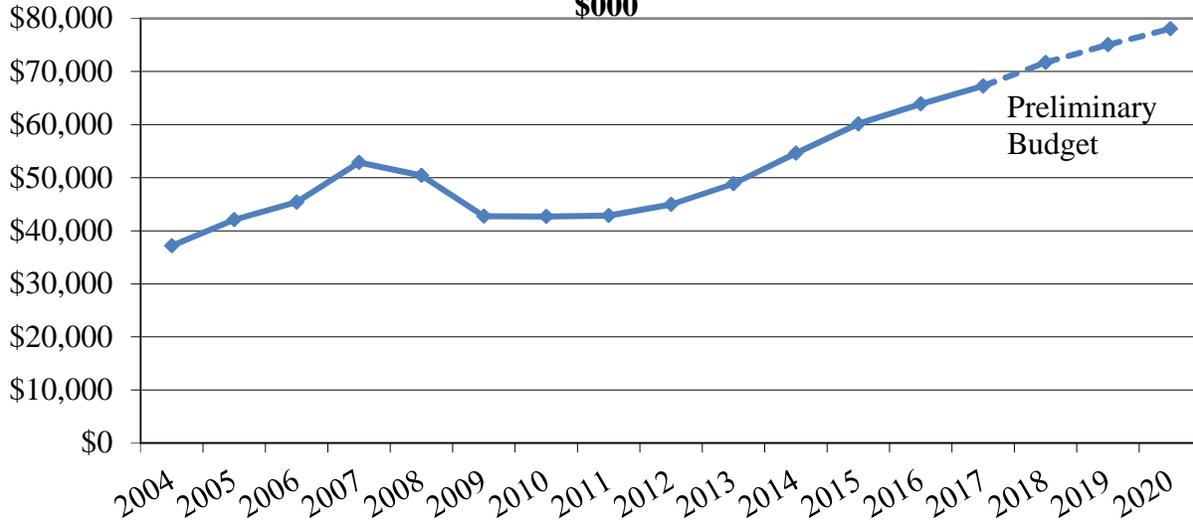
Historical Collections & Trends

Sales Tax collections grew significantly from 2003 to 2007, primarily due to increases in development activity and consumer spending (retail and services sectors growth). Sales Tax collections for 2008 and 2009 reflect the decline in development and taxable retail activity experienced during the recession. Sales Tax collections had strong growth in the past two years. Projections for the 2019-2020 biennium reflect moderate growth in Sales Tax collections as the economy grows.



Resource Summary

Sales Tax
2004 to 2017 Actual, 2018 Estimate, 2019-2020 Preliminary Budget
\$000



Maximum Rate:	1.0 percent*
Current Rate:	1.0 percent*

2019 Estimate:	
General Fund	\$55,194,835
General CIP Fund	20,424,581
Housing Fund	<u>100,000</u>

Total 2019 Sales Tax	\$75,719,416
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2020 Estimate:	
General Fund	\$57,956,136
General CIP Fund	20,680,606
Housing Fund	<u>100,000</u>

Total 2020 Sales Tax	\$78,736,742
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* 15 percent of the sales tax revenue produced by the city's 1 percent is allocated to the county. In addition to the city's remaining 0.85 percent.

Comments/Watch Areas

Overall Sales Tax has been on a steady growth and the city is expecting a moderate growth to continue. While it appears that most Sales Tax categories appear to grow steadily, one area that will always be a concern is development or construction, which has historically been a large component of the city's Sales Tax collections. Since it is such a large component of sales tax it leaves it at risk due to how much development is influenced by economic conditions. As has



Resource Summary

happened in the past when a recession hits, construction will drop dramatically and has dropped as much as 33 percent from its peak during Great Recession.

2. Business & Occupation (B&O) Tax (*RCW 35.21.710, RCW 35.21.706, RCW 35.21.711¹*)

Business and Occupation (B&O) Tax is made up of two components: gross receipts tax and square footage tax. The gross receipts B&O Tax is primarily measured on gross proceeds of sales or gross income. The square footage B&O Tax applies to businesses whose in-city activities produce gross revenue indirectly, such as at a headquarter locations. Businesses with taxable gross receipts for a business less than \$160,000 or offices with less than 250 taxable square feet are exempt from B&O Tax. The city levies the same rate for all types of business activities. The gross receipt B&O Tax rate is 0.1496 percent of receipts/income and the quarterly square footage rate is \$0.24973 per square foot in 2018. B&O revenues support General Fund and the Capital Investment Program (CIP) Fund activities, information concerning both state and city policies concerning the B&O Tax are found in the table provided below:

¹ [RCW 35.21.706](#): Referendum procedure. An ordinance that imposes the tax or increases the tax rate must include a provision for a referendum procedure.

[RCW 35.21.710](#): Maximum B&O tax rates established.

[RCW 35.21.711](#): Voter approval for higher rates.



Resource Summary

Revenue Stream	Source: RCW; Financial Policy; Ordinance; Guiding Practice	Calculation of where each tax is split to												
<p>Business and Occupation Tax</p>	<p>RCW: 35.21.710 establishes B&O tax authority for cities with a cap rate of 0.2%.</p> <p>Ord. 3740 dated December 15, 1986 – Repealed all previous B&O tax ordinances and set the tax rate at 0.013% of gross receipts, specifies B&O taxes may be allocated to projects or programs designated by City Council through the budget process. Budget 1987 split the 0.13% rate; 0.10% to GF, and 0.03% to CIP.</p> <p>Ord. 4047 dated September 5, 1989 -Tax rate increased to 0.1496%</p> <p>Ord. 4103 dated December 18, 1989 - Allocates Increased tax increment from Ord. 4047 of 0.0196% to Traffic Ordinance Operations Fund.</p> <p>Ord. 4907 dated September 3, 1996 -Eliminates Traffic Ordinance Operating Fund and transferred in part to General Fund and in part to General CIP fund. Budget 1997 split this 50/50 between CIP/GF.</p> <p>Ord. 5436 dated February 18, 2002 repeals BCC Section 4.08 and replaces it with 4.09, bringing Bellevue Code in line with other municipalities that charge a B&O tax. (There was no rate change, and past split practices were not changed.)</p>	<p>B&O Tax Split Calculation:</p> <p>Total B&O Tax is splits based on rate allocations:</p> <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;"></th> <th style="width: 35%; text-align: center;">GF</th> <th style="width: 35%; text-align: center;">CIP</th> </tr> </thead> <tbody> <tr> <td>Ord 3740 & Budget 1987</td> <td style="text-align: center;">0.100%</td> <td style="text-align: center;">0.0300%</td> </tr> <tr> <td>Ord 4907 & Budget 1997</td> <td style="text-align: center;">0.0098%</td> <td style="text-align: center;">*0.0098%</td> </tr> <tr> <td></td> <td style="text-align: center;">0.1098%</td> <td style="text-align: center;">0.0398%</td> </tr> </tbody> </table> <p>*dedicated to transportation.</p> <p>Using the calculations noted, the Final split calculated based on the rate is:</p> <p>Total B&O rate: 0.1496% General Fund rate: 0.1098%: (73%) Unrestricted CIP rate: 0.0300%: (21%) Transportation Only CIP rate: 0.0098%: (6%)</p>		GF	CIP	Ord 3740 & Budget 1987	0.100%	0.0300%	Ord 4907 & Budget 1997	0.0098%	*0.0098%		0.1098%	0.0398%
	GF	CIP												
Ord 3740 & Budget 1987	0.100%	0.0300%												
Ord 4907 & Budget 1997	0.0098%	*0.0098%												
	0.1098%	0.0398%												

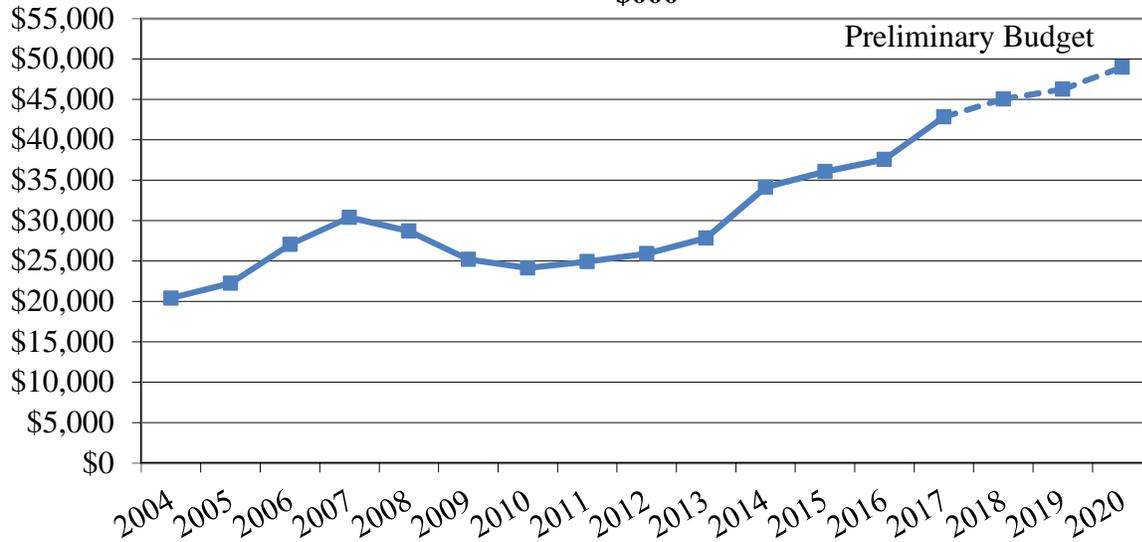
Historical Collections & Trends

Following a similar pattern to Sales Tax, B&O Tax collections grew considerably from 2003-2007, reflecting a strong economy. The recession slowed collections in 2008 and 2009. B&O collections hit bottom in 2010 and since has grown at a slow and steady pace. The city anticipates strong growth in near term and moderate growth through 2024.



Resource Summary

B&O
2004 to 2017 Actual, 2018 Estimate, 2019-2020 Preliminary Budget
\$000



Maximum Rate:	0.2 percent
Current Rate:	0.1496 percent
2019 Estimate:	
General Fund	\$33,181,338
General CIP Fund	10,050,265
Mobility CIP Fund	<u>3,030,542</u>
Total 2019 Business & Occupation Tax	\$46,262,145
2020 Estimate:	
General Fund	\$35,142,721
General CIP Fund	10,644,347
Mobility CIP Fund	<u>3,209,680</u>
Total 2020 Business & Occupation Tax	\$48,996,748

A majority of voters may approve a rate in excess of 0.2 percent. Each 0.01 percent of the Business and Occupation Tax rate is expected to generate \$3.0 million in 2019 and \$3.2 million in 2020 of B&O Tax revenue (RCW 35.21.711: Voter approval for higher rates.).

Note: The City Council reserved from its levied capacity a rate of 0.0001 for convention center purposes per Ord. 4094.



Resource Summary

Comments/Watch Areas

As with Sales Tax, B&O Tax also is highly sensitive to economic conditions. B&O Tax however is slightly less volatile due the tax base being more diverse in nature. The source of the tax base that provides a greater diversity is the non-retail sectors such as professional services that are not subject to Sales Tax..

3. Property Tax

(RCW 84.52.010, RCW 84.52.043, RCW 41.16.060, RCW 84.55.010, RCW 84.55.092)

Property Tax is applied to the assessed value (AV) of all taxable real and personal property located within the city, with several exceptions such as public structures (government buildings, roads, etc.), property owned by several types of non-profit organizations, personal property (up to a specified dollar value), and others.

Real property includes land, buildings, and improvements to the land such as driveways. Personal property includes movable assets used in conducting a business such as machinery, supplies, and other non-inventory items. Washington State has a budget-based system of property taxation. There are three main components to the property tax: Levy, Assessed value (AV), and Levy Rate. As part of the budget process, the taxing jurisdiction establishes the amount of property tax revenue needed to fund the budget. That amount needed to fund the budget is called the Levy. It is the total amount to be collected from the taxpayers by a taxing district. By November 30 of each year, the amount of taxes to be levied by taxing districts are certified to the county assessor who computes the levy rate necessary to raise that amount of revenue. The county assessor calculates the Levy Rate necessary by dividing the total Levy amount by the assessed value of taxable property in the district. By law, this number is expressed in terms of a dollar rate per \$1,000 of valuation. For example, a rate of \$0.00025 is expressed as 25¢ per \$1,000 of assessed value. The formula for property tax collections is expressed as: $Levy = Levy\ Rate \times Assessed\ Value\ (AV)$. The Property Tax Levy is constrained by the overall limits on the regular levy rate and the limit on annual levy increases (Source: MSRC: Property Tax in Washington State).

Property Tax revenues support General Fund activities as well as the Human Services Fund, which accounts for human services activities, including agency contracts. Information concerning both state and city policies concerning the Property Tax are found in the table provided below:



Resource Summary

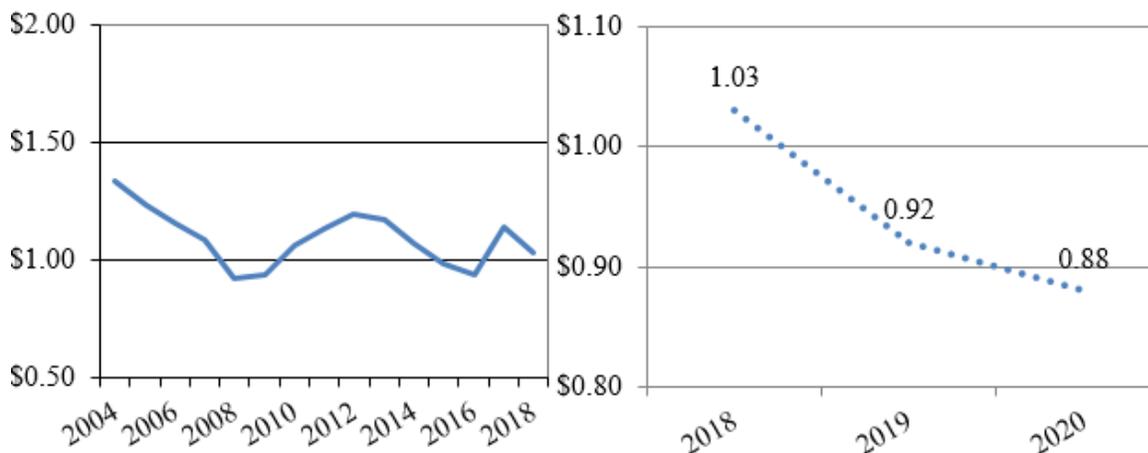
Revenue Stream	Source: RCW; Financial Policy; Ordinance; Guiding Practice	Calculation of where each tax is split to
Property Tax	RCW 84.52; 84.55: establishes property tax authority for cities.	General Fund: 100% of General Property Tax CIP: 100% of all Voted Levies (per ballot language)

Historical Collections & Trends

Under Initiative 747, the regular Levy can grow at a maximum of 1 percent annually or the rate of “inflation” (defined as the increase in the implicit price deflator (IPD), whichever is less, plus additions for new construction, changes in value of state-assessed utility property and newly annexed property (referred to as “add-ons”). For 9 of the past 15 years, Bellevue has opted to only levy the additional Property Tax associated with add-ons, but has preserved, or “banked,” its remaining allowable levy capacity (maximum allowable levy less actual levy). In 2018, Bellevue has \$9.06 million in banked capacity available.

As displayed in the following chart, Bellevue’s Property Tax Levy Rate decreased from \$1.71 in 2004 and to \$1.03 in 2018 per \$1,000 AV. This reduction is a result of the city not increasing its’ Property Tax Levy, coupled with an increase in the city’s AV which drives the overall rate down. Bellevue’s Property Tax Levy Rate has fluctuated based on changes in AV, the use of banked capacity and voted levies.

**Total Property Tax Levy Rate
2004 to 2017 Actual, 2018 Estimate, 2019-2020 Preliminary Budget**



Maximum Rate: \$3.41/\$1,000 AV

2019 Estimated Total Levy Rate: \$0.92/\$1,000 AV



Resource Summary

2019 Estimated Levy:	
General Fund	\$37,288,462
Human Services Fund	3,487,997
Parks M&O Fund	660,000
CIP Fund	<u>17,596,596</u>
Total Estimated 2019 Property Tax Levy	\$59,033,055

2020 Estimated Total Levy Rate: \$0.88/\$1,000 AV

2020 Estimated Levy:	
General Fund	\$38,502,900
Human Services Fund	3,614,975
Parks M&O Fund	660,000
CIP Fund	<u>17,846,961</u>
Total 2020 Estimated Property Tax Levy	\$60,624,836

Current law limits the Property Tax increase from the prior highest allowable Regular Levy to the lesser of 101 percent or 100 percent plus inflation, where inflation is measured by the percentage change in the Implicit Price Deflator (IPD) (whichever is less) (RCW 84.55.0101). It is often the case that the IPD is higher than the limit factor making the default allowable increase 101% of the prior year's Levy plus new construction. The inflation rate for 2019 Property Tax setting is 2.169% (Source: Bureau of Economic Analysis), which means local governments with a population of 10,000 or more may increase their property tax levies by 1% in 2019 without adopting a resolution or ordinance of substantial need (Source: MRSC).

The 2018 Regular Levy AV is at \$56 billion which is an increase of \$7 billion (13 percent) from the 2017 AV. Based on the estimated 2019 AV of \$64 billion and the 2020 AV of \$70 billion, each additional \$0.01 per \$1,000 assessed value (AV) of the Regular Property Tax Levy Rate generates \$640,000 in 2019 and \$700,000 in 2020 in Property Tax revenue. It should be noted that due to the high increase in AV the Levy Rate is estimated to decrease.

A parks and open space Levy Lid Lift was authorized by the voters in the November 2008 election to provide capital funding over the next 20 years (\$3,389,000 annually) and ongoing maintenance and operations funding (\$660,000 annually). This Levy Lid Lift increased the 2018 Property Tax levy rate by \$0.07 per \$1,000 of assessed value.

In November 2016, the voted Fire Facilities Levy and Neighborhood Safety, Connectivity and Congestions Levy were passed to fund CIP projects. The Fire Facilities Levy increased the 2018 Property Tax Levy Rate by \$0.11 per \$1,000 of assessed value, and the Neighborhood Safety, Connectivity and Congestions Levy increased the 2018 Property Tax Levy Rate by \$0.14 per \$1,000 of assessed value.



Resource Summary

4. Real Estate Excise Tax (REET) (RCW 82.46.010 RCW 82.46.035²)

The Real Estate Excise Tax (REET) is levied on all sales of real estate. The rate is 0.5 percent of the selling price of the property. The first 0.25 percent of local REET must be used to fund capital facilities expenditures that have been identified in the city’s comprehensive plan. The second 0.25 percent of local REET revenues must also be used to fund capital facilities, with the added stipulation that they cannot be used for the acquisition of land for parks. REET revenues are cyclical in nature and is largely impacted by the number of big real estate transactions. The City Council has adopted an ordinance allocating the first 0.25 percent to Parks Capital Projects and the second 0.25 percent to Transportation Capital Projects. Information concerning both state and city policies concerning the REET are found in the table provided below:

Revenue Stream	Source: RCW; Financial Policy; Ordinance; Guiding Practice	Calculation of where each tax is split to
Real Estate Excise Tax (REET)	<p>RCW 82.46 – established REET authority for cities.</p> <p>Ordinance 3213 dated December 13, 1982 directed 0.25% of sales price to transportation (REET1);</p> <p>Ordinance 4366 dated June 1, 1992 directed the second 0.25% to community development (REET2).</p> <p>Ordinance 4549 dated July 19, 1993 adopted the 1993-1999 CIP which re-directed REET 2 from community development to transportation and redirected REET 1 to parks.</p>	<p>CIP: 100% of the 0.5% REET rate is spent on capital in the CIP.</p> <p>Split 50% (or 0.25% tax) to Transportation (REET 2), and 50% (or 0.25% tax) to Parks (REET1).</p>

Historical Collections & Trends

Real Estate Excise Tax collections increased an annual average of 21 percent per year between 2001 and 2006. Collections increased 94.3 percent in 2007, fueled by the sale of the portfolio of a major landholder in Bellevue.

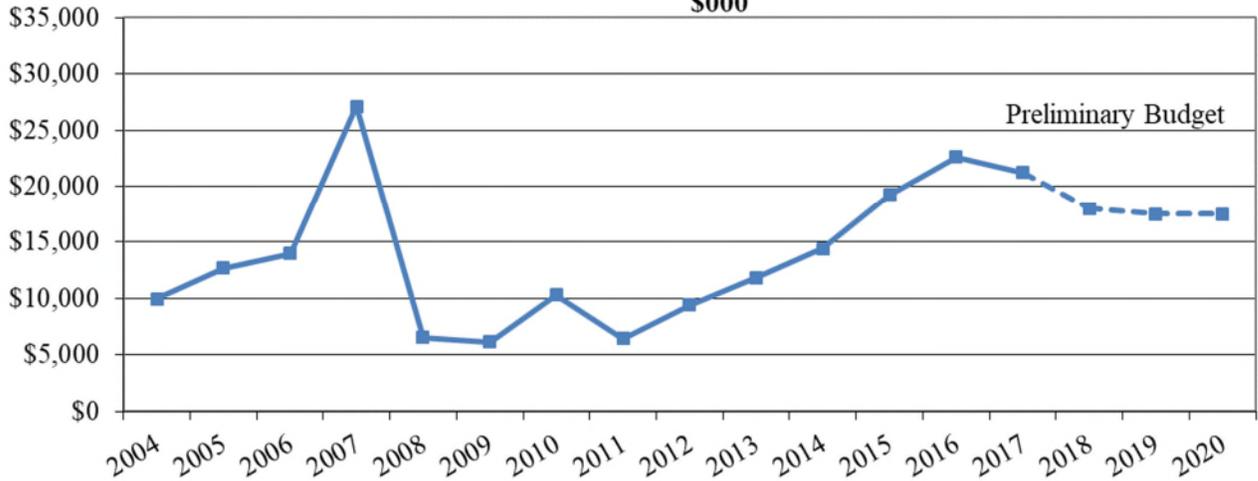
The 2017 REET collections came in strong with several large real estate transactions taking place. These large transactions are anticipated to decrease in the coming years.

² RCW 82.46.010 authorizes all cities and counties to levy a 0.25% tax, described as "the first quarter percent of the real estate excise tax" or "REET 1" on all sales of real estate. RCW 82.46.035 allows all cities and counties that are planning under the Growth Management Act (GMA) to have the authority to levy a second 0.25% tax (REET 2), on all sales of real estate.



Resource Summary

Real Estate Excise
2004 to 2017 Actual, 2018 Estimate, 2019-2020 Preliminary Budget
\$000



Maximum Rate:	0.5 percent
Current Rate:	0.5 percent
2019 Estimate:	\$17,500,000
2020 Estimate:	\$17,500,000

Revenue proceeds are receipted to the General Capital Investment Program Fund to support capital projects.

Watch Areas

REET has been strong for the last few years as real estate companies rebalance their portfolios taking advantage of low interest rates and a rebound in demand for housing. However, it is projected that REET transactions will slow down in future years, which is consistent with King County's August 2018 forecast.



Resource Summary

5. Utility Tax

Bellevue levies a tax on the gross income derived from sales of utility services provided in the city. Services include electricity, gas, water, sewer, storm drainage, garbage, telephone, and cellular phone. The revenues generated by these taxes support general city operations. Information concerning both state and city policies concerning the Utility Tax are found in the table provided below:

Revenue Stream	Source: RCW; Financial Policy; Ordinance; Guiding Practice	Calculation of where each tax is split to																														
Utility Taxes	RCW 35.21.870: established Utility Tax authority for cities. <table border="1" style="margin-top: 10px; width: 100%;"> <thead> <tr> <th style="text-align: center;">Type</th> <th style="text-align: center;">Current Rate</th> <th style="text-align: center;">Max. Rate</th> </tr> </thead> <tbody> <tr> <td>Electric</td> <td style="text-align: center;">5%</td> <td style="text-align: center;">6%</td> </tr> <tr> <td>Gas</td> <td style="text-align: center;">5%</td> <td style="text-align: center;">6%</td> </tr> <tr> <td>Telephone</td> <td style="text-align: center;">6%</td> <td style="text-align: center;">6%</td> </tr> <tr> <td>Cellular</td> <td style="text-align: center;">6%</td> <td style="text-align: center;">6%</td> </tr> <tr> <td>Water</td> <td style="text-align: center;">10.4%</td> <td style="text-align: center;">No Max.</td> </tr> <tr> <td>Sewer</td> <td style="text-align: center;">5%</td> <td style="text-align: center;">No Max.</td> </tr> <tr> <td>Storm</td> <td style="text-align: center;">5%</td> <td style="text-align: center;">No Max.</td> </tr> <tr> <td>Garbage</td> <td style="text-align: center;">4.5%</td> <td style="text-align: center;">No Max.</td> </tr> <tr> <td>Cable Franchise Fee</td> <td style="text-align: center;">4.8%</td> <td style="text-align: center;">5%</td> </tr> </tbody> </table>	Type	Current Rate	Max. Rate	Electric	5%	6%	Gas	5%	6%	Telephone	6%	6%	Cellular	6%	6%	Water	10.4%	No Max.	Sewer	5%	No Max.	Storm	5%	No Max.	Garbage	4.5%	No Max.	Cable Franchise Fee	4.8%	5%	100% General Fund.
Type	Current Rate	Max. Rate																														
Electric	5%	6%																														
Gas	5%	6%																														
Telephone	6%	6%																														
Cellular	6%	6%																														
Water	10.4%	No Max.																														
Sewer	5%	No Max.																														
Storm	5%	No Max.																														
Garbage	4.5%	No Max.																														
Cable Franchise Fee	4.8%	5%																														

Electric Utility Tax (RCW 35.21.870³)

Maximum Rate:	6.0 percent
Current Rate:	5.0 percent
2019 Estimate:	\$8,708,924
2020 Estimate:	\$8,807,973

A majority of the voters may approve a rate in excess of 6 percent. Each 0.1 percent of the electric utility tax rate generates roughly \$174,000 in 2019 and \$176,000 in 2020 of Electric Utility Tax revenue.

³ RCW 35.21.870 Electricity, telephone, natural gas, or steam energy business—Tax limited to six percent. Cities may impose a higher rate with voter approval (majority vote).



Resource Summary

Gas Utility Tax (RCW 35.21.870)

Maximum Rate:	6.0 percent
Current Rate:	5.0 percent
2019 Estimate:	\$2,544,593
2020 Estimate:	\$2,618,785

Each 0.1 percent of the Gas Utility Tax rate generates approximately \$51,000 in 2019 and \$52,000 in 2020 of Gas Utility Tax revenue.

Water Utility Tax

Maximum Rate:	None
Current Rate:	10.4 percent*
General Fund	5.0 percent
Water Utility Fund	5.4 percent

* Due to an interfund accounting adjustment in how fire capacity charges were handled within the Utilities Funds and General Fund.

2019 Estimate:	
General Fund	\$2,912,379
Water Utility Fund	<u>3,145,370</u>
Total Estimated 2019 Water Utility Tax	\$6,057,749

2020 Estimate:	
General Fund	\$3,046,741
Water Utility Fund	<u>3,290,481</u>
Total Estimated 2020 Water Utility Tax	\$6,337,222

Each 0.1 percent of the Water Utility tax rate generates approximately \$121,000 in 2019 and \$127,000 in 2020 of Water Utility tax revenue.



Resource Summary

Sewer Utility Tax

Maximum Rate:	None
Current Rate:	5.0 percent
2019 Estimate:	\$2,981,923
2020 Estimate:	\$3,050,505

Each 0.1 percent of the Sewer Utility tax rate generates approximately \$60,000 in 2019 and \$61,000 in 2020 of Sewer Utility tax revenue.

Storm Drainage Utility Tax

Maximum Rate:	None
Current Rate:	5.0 percent
2019 Estimate:	\$1,239,953
2020 Estimate:	\$1,308,152

Each 0.1 percent of the Storm Drainage Utility Tax rate generates approximately \$25,000 in 2019 and \$26,000 in 2020 of Storm Drainage Utility Tax revenue.

Garbage Tax

Maximum Rate:	None
Current Rate:	4.5 percent
2019 Estimate:	\$1,372,127
2020 Estimate:	\$1,407,802

Each 0.1 percent of the Garbage Tax rate generates approximately \$27,000 in 2019 and \$28,000 in 2020 of Garbage Tax revenue.



Resource Summary

Telephone Utility Tax (*RCW 35.21.870*)

Maximum Rate:	6.0 percent
Current Rate:	6.0 percent
2019 Estimate:	
Telephone Utilities	\$1,940,766
Cellular Telephone Utilities	<u>2,421,761</u>
Total 2019 Telephone Utility Tax	\$4,362,527
2020 Estimate:	
Telephone Utilities	\$1,843,728
Cellular Telephone Utilities	<u>2,300,673</u>
Total 2020 Telephone Utility Tax	\$4,144,401

Each 0.1 percent of the telephone utility tax rate generates approximately \$73,000 in 2019 and \$69,000 in 2020 of telephone utility tax revenue.

Television Cable Franchise Fee (*Cable Communications Policy Act of 1984*)

Maximum Rate:	5.0 percent
Current Rate:	4.8 percent
2019 Estimate:	\$1,999,085
2020 Estimate:	\$1,999,085

Television Cable Franchise Fees are levied on cable television companies operating in the City. Each 0.1 percent of the television cable fee generates approximately \$42,000 in 2019 and \$42,000 in 2020 of television cable franchise revenue. In previous budgets before 2015, the cable franchise fees were included in a Franchise Fund, but there is no longer a need to deposit those funds into a separate fund and are included in the General Fund for the last two bienniums.



Resource Summary

Utility Tax Watch Areas

The biggest tax revenue generating utilities are Electric, Cell Phone and Water. Electric Tax collections have been virtually flat in the past five years despite the improving economy and the slight annual increase in electric rates. Cell Phone Utility Tax has been declining at 9 percent to 15 percent from 2012 to 2016, and the declining trend is expected to continue in 2019 and 2020. Cell Phone Utility Tax is expected to decline further in the out years due to the changing billing structure that reduces the taxable voice component and increases the untaxable data component of the bill. The Water Utility Tax increased 5 percent in 2017 and is expected to grow with the water rates increases. With the exception of city owned utilities, tax collections from utility taxes have been particularly weak in the last few years. Prior to the Great Recession, electric and natural gas had been increasing at consistently above inflation. When all utilities are accounted for, the total Utility Tax revenue is expected to stay almost flat in 2019 and 2020.

Legislation: State and Federal legislation can have an effect on tax revenues as services/products may be determined taxable or not taxable⁴. Often the timing of new legislation does not coincide with budget development and impacts are difficult to estimate. The Forecast attempts to incorporate the projected impact of new legislation when materiality warrants an adjustment.

Other Factors: Utility Tax revenues can be affected by uncontrollable variables, such as the economy, weather, market saturation, or new technology. While the Forecast incorporates market trends and historical experience into projections, impact of these variables is not always predictable.

⁴ RCW 35A.82.020 (code cities); RCW 35.22.195 (first class cities)



Resource Summary

6. Select Other Taxes & Fees Information

Accommodations (Hotel/Motel) Tax (RCW 67.28.180 RCW 67.28.181⁵)

Accommodations Taxes are committed to the Bellevue Convention Center Authority (BCCA), a public development authority created by the City Council on December 4, 1989.

Maximum Rate:	5.0 percent ⁶
Current Rate:	5.0 percent
2019 Estimate:	\$13,417,000
2020 Estimate:	\$13,965,000

Accommodations Tax proceeds are used first to pay Convention Center related debt. Collections in excess of debt requirements are transferred to the BCCA to support operations. The accommodations tax may be used only for tourism facilities and tourism promotion purposes. Each 0.1 percent of the tax generates approximately \$268,000 in 2019 and \$279,000 in 2020.

Motor Vehicle Fuel Tax (RCW 82.36.025, RCW 82.38.030)

2019 Estimate:	\$3,170,222
2020 Estimate:	\$3,213,928

Motor Vehicle Fuel Tax is levied on each gallon of motor vehicle fuel sold and distributed to cities and counties. City distribution is on a per-capita basis.

⁵Most cities may impose a “basic” two percent tax under RCW 67.28.180 on all charges for furnishing lodging at hotels, motels, and similar establishments (including bed and breakfasts and RV parks) for a continuous period of less than one month. In addition, most cities may levy an additional tax of up to two percent, for a total rate of four percent, under RCW 67.28.181(1). Cities that had authority to levy a “special” tax before July 27, 1997 that allowed a total rate higher than four percent, had that rate grandfathered in by the 1997 legislation.¹⁰⁹ All the cities in Grays Harbor and Pierce counties are in this category, plus Chelan, Leavenworth, Long Beach, Bellevue, Yakima, and Winthrop.

⁶Cities that had authority to levy a “special” tax before July 27, 1997 that allowed a total rate higher than four percent, had that rate grandfathered in by the 1997 legislation.¹⁰⁹ All the cities in Grays Harbor and Pierce counties are in this category, plus Chelan, Leavenworth, Long Beach, Bellevue, Yakima, and Winthrop.



Resource Summary

Revenue Stream	Source: RCW; Financial Policy; Ordinance; Guiding Practice	Calculation of where each tax is split to
Motor Vehicle Fuel Tax	RCW 82.38.030 – Rates: 46.68.090 – City Dist. Ordinance 4179 dated October 15, 1990 - creation of 1990 Gas Tax Fund, directing 100% of this increase to CIP Ordinance 4907 dated September 3, 1996 directs the unrestricted motor vehicle fuel tax to General Fund and the restricted motor vehicle fuel tax and the amount authorized by the 1990 state legislature (Gas Tax) to the CIP.	Amount from the 1990 state legislature increase to the CIP Total revenue split of 50% CIP, 50% GF

Admissions Tax (RCW 35.21.280)

Maximum Rate:	5.0 percent
Current Rate:	3.0 percent
2019 Estimate:	\$562,195
2020 Estimate:	\$579,297

Admissions Taxes are levied on persons who pay an admission charge for entrance to an event or establishment. It is collected for the city by the business charging the admission for entrance to theaters, amusement parks, and swimming pools, among others. Each 0.1 percent of the Admissions Tax rate generates approximately \$19,000 in 2019 and \$19,000 in 2020 of revenue.

Leasehold Excise Tax (RCW 82.29A.030, RCW 82.29A.040)

Maximum Rate:	4.0 percent
Current Rate:	4.0 percent
2019 Estimate:	\$130,084
2020 Estimate:	\$133,444

Most leases of publicly-owned real and personal property in the state are subject to a leasehold excise tax in lieu of a property tax. The 1976 legislature established a 12 percent tax to be levied either on the contract rent (when the lease is established by competitive bidding) or, in other instances, by the imputed economic rent as determined by the Department of Revenue. The 1982 legislature added a seven percent surcharge making the total rate 12.84 percent. Cities and counties may collectively levy up to six percent of this 12.84 percent. The maximum county rate is six percent and the maximum city rate is four percent. The county must give a credit for any city tax. Therefore, if a city is levying its maximum four percent, the county may collect only



Resource Summary

two percent in the city. These taxes are collected by the city and remitted to the Department of Revenue. After deducting an administrative fee, the department distributes the taxes to local governments on a bimonthly basis.



Resource Summary

Gambling Tax - Amusement & Games (RCW 9.46.110)

Maximum Rate:	2 percent - 5 percent ⁷
Current Rate:	2 percent - 5 percent
2019 Estimate:	\$13,805
2020 Estimate:	\$14,162

Gambling Tax on amusement games, bingo, and raffle activities. State law provides that the city must first use these proceeds to pay for enforcement activities.

Gambling Tax – Punchboards & Pull Tabs (RCW 9.46.110)

Maximum Rate:	5.0 percent
Current Rate:	5.0 percent
2019 Estimate:	\$141,302
2020 Estimate:	\$144,951

Gambling Tax on punch board and pull-tab activities. These are reserved for the purpose of providing youth facilities to the extent that funds from this tax are not first required to enforce gambling laws as required by State law.

Fire Inspection Fee

2020 Estimate:	\$1,491,075
----------------	-------------

The 2019-2020 budget proposes a fire inspection fee to recover the cost of providing fire inspections consistent with cost recovery objectives in similar code inspections.

⁷ Currently, the maximum tax rates are as follows:

- Amusement games: 2 percent of gross receipts less prizes (net receipts);
- Amusement games by charitable or nonprofit organizations that have no paid operating or management personnel: no tax on first \$5,000 of net receipts (including that from any bingo games), then 2 percent of net receipts;
- Bingo and raffles: 5 percent of net receipts;
- Raffles by charitable or nonprofit organizations: no tax on first \$10,000 of net receipts, then 5 percent of net receipts;
- Bingo by charitable or nonprofit organizations that have no paid operating or management personnel: no tax on first \$5,000 of net receipts (including that from any amusement games), then 5 percent of net receipts;
- Punch boards and pull-tabs by charitable or nonprofit organizations, 10 percent of net receipts;
- Punch boards and pull-tabs by commercial stimulant operators, 5 percent of gross receipts or 10 percent of net receipts;
- Social card games: 20 percent of gross receipts.



Resource Summary

Figure 8a-4 (A)
Comparison of 2018 Urban Tax Rates
Rates in Effect for Property as of January 2018

This figure provides a comparison of City of Bellevue tax rates to the tax rates of the other Washington cities with over 20,000 population effective January 2018. Comparisons in the figure below show that Bellevue’s property tax rate is well below the average for these Washington cities. In 2018, City of Bellevue’s total property tax levy rate is \$1.03 as shown below.

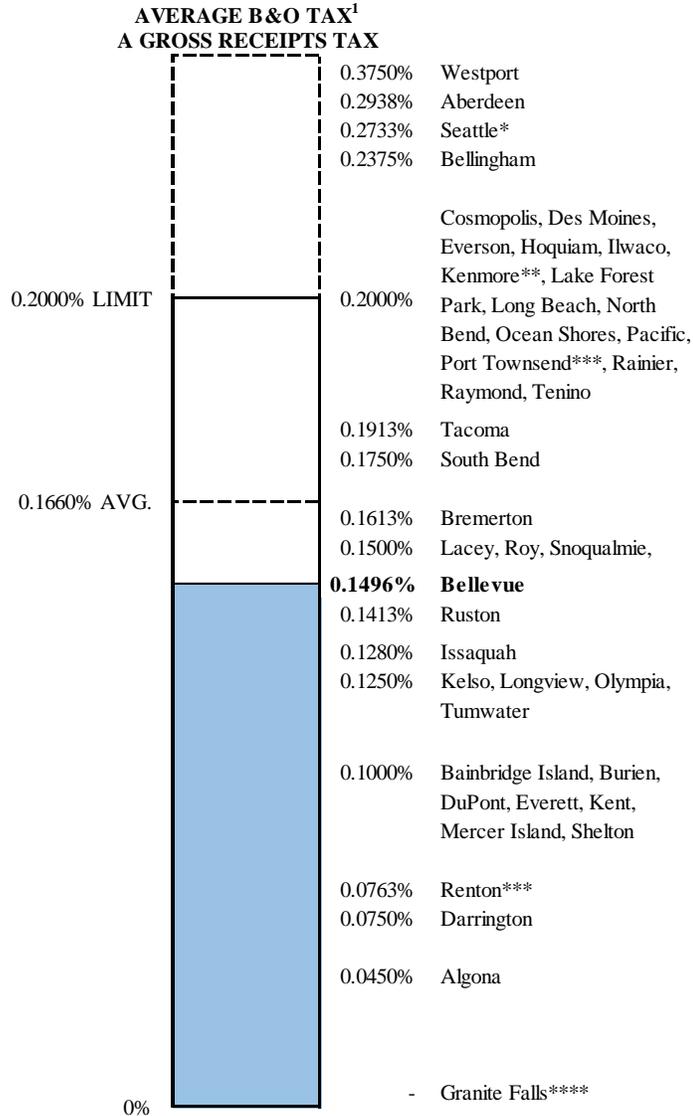
Property Tax Regular Levy		Property Tax Total Regular & Excess Levies	
\$ Tax Per \$1,000 A. V.		\$ Tax Per \$1,000 A. V.	
\$3.60		\$3.60	
Limit		Limit	\$ 3.62 Spokane
\$3.42	\$ 3.32 Moses Lake	\$3.42	\$ 3.32 Moses Lake
Bellevue	\$ 3.31 Spokane	Bellevue	\$ 3.31 Tacoma
Limit	\$ 3.16 Longview	Limit	\$ 3.25 Walla Walla
	\$ 2.99 Yakima		\$ 3.16 Longview
	\$ 2.89 Camas		\$ 2.99 Yakima
	\$ 2.75 SeaTac		\$ 2.98 Richland
	\$ 2.73 Tacoma		\$ 2.89 Camas
	\$ 2.67 Richland		\$ 2.85 Bremerton
	\$ 2.62 Walla Walla		\$ 2.78 Olympia
	\$ 2.60 Olympia		\$ 2.75 SeaTac
	\$ 2.43 Mount Vernon		\$ 2.61 Vancouver
	\$ 2.41 Bremerton		\$ 2.60 Everett
	\$ 2.32 Vancouver		\$ 2.47 Marysville
	\$ 2.31 Oak Harbor		\$ 2.43 Mount Vernon
	\$ 2.20 Everett		\$ 2.36 Seattle
	\$ 2.17 Kennewick		\$ 2.31 Oak Harbor
	\$ 2.03 Auburn		\$ 2.17 Bellingham
	\$ 1.97 Marysville		\$ 2.17 Kennewick
	\$ 1.76 Mountlake Terrace		\$ 2.17 Mountlake Terrace
\$1.73	\$ 1.75 Pasco	\$1.94	\$ 2.03 Auburn
AVG.	\$ 1.72 Sammamish	AVG.	\$ 1.75 Pasco
	\$ 1.53 Puyallup		\$ 1.72 Sammamish
	\$ 1.50 Battle Ground		\$ 1.66 Puyallup
	\$ 1.38 Bellingham		\$ 1.64 Bothell
	\$ 1.37 Spokane Valley		\$ 1.57 Edmonds
	\$ 1.31 Des Moines		\$ 1.50 Battle Ground
	\$ 1.25 Seattle		\$ 1.44 Shoreline
	\$ 1.23 Lake Stevens		\$ 1.44 Kenmore
	\$ 1.18 Bothell		\$ 1.44 Mukilteo
	\$ 1.16 Bonney Lake		\$ 1.33 Lacey
	\$ 1.15 Renton		\$ 1.25 Redmond
	\$ 1.15 Lakewood		\$ 1.24 Burien
	\$ 1.15 Kirkland		\$ 1.24 Wenatchee
	\$ 1.14 Kenmore		\$ 1.18 Kirkland
	\$ 1.13 Edmonds		\$ 1.16 Bonney Lake
	\$ 1.13 University Place		\$ 1.15 Renton
	\$ 1.13 Lacey		\$ 1.15 Lakewood
	\$ 1.11 Wenatchee		\$ 1.13 University Place
	\$ 1.06 Federal Way		\$ 1.08 Bainbridge Island
	\$ 1.05 Mukilteo		\$ 1.06 Federal Way
	\$ 1.04 Maple Valley		\$ 1.04 Maple Valley
	\$ 0.99 Bainbridge Island		\$ 1.04 Issaquah
	\$ 0.94 Redmond		\$ 1.03 Bellevue
	\$ 0.88 Mercer Island		\$ 1.00 Mercer Island
	\$ 0.87 Issaquah		\$ 0.95 Lynnwood
	\$ 0.71 Bellevue		
	\$ 0.57 Lynnwood		
\$0	Bellevue Regular Levy \$0.71	\$0	Bellevue Levy \$1.03



Resource Summary

Figure 8a-4 (B)
Comparison of 2018 Urban Tax Rates
Rates in Effect for B&O Tax as of January 2018

Comparisons in the figure below show that Bellevue's B&O Taxes are well below the average of Washington cities for rates effective January 2018. Bellevue's B&O Tax rates remain the same for 2019, individual rates can be found in Figure 8a-2, Summary of Locally Levied Taxes, B&O Tax.



¹ Unweighted average B&O tax on service, retail, wholesale, manufacturing and services activities for those cities which impose a gross receipts business tax.

* Seattle changed its rates effective January 1, 2018.

** Kenmore's B&O tax applies to heavy manufacturing only.

*** Port Townsend and Renton changed the minimal threshold in 2018.

**** Granite Falls repealed its B&O tax for all businesses other than extracting.

NOTE: Rates exceeding the 0.20% limit reflect voter approved increases above the statutory limit or grandfathered rates prior to 1982 limit.



Resource Summary

**Figure 8a-5
Property Valuation & Tax Levy Information
1990 through 2020**

This figure displays historical property tax information for comparison purposes. Official property tax records are maintained by the King County Assessor's Office. Property owners are taxed on 100 percent of the Assessed Value of their property.

Year	Regular Levy Assessed Valuation (\$ in Millions)	% Change from Prior Year	Regular Property Tax Levy (\$ in Thousands)	% Change from Prior Year	Tax Rate Per \$1000 Assessed Valuation		
					Voted Levy	Regular Levy	Total Property Tax Rate
1990	6,610	2.4%	14,556	8.6%	0.53	2.20	2.73
1991	9,065	37.1%	16,113	10.7%	0.31	1.76	2.07
1992	9,238	1.9%	17,143	6.4%	0.29	1.85	2.14
1993	9,958	7.8%	18,414	7.4%	0.26	1.85	2.11
1994	10,249	2.9%	20,422	10.9%	0.20	1.99	2.19
1995	10,701	4.4%	19,492	-4.6%	0.35	1.82	2.17
1996	10,876	1.6%	19,861	1.9%	0.35	1.83	2.18
1997	11,308	4.0%	21,026	5.9%	0.34	1.86	2.20
1998	12,115	7.1%	21,246	1.0%	0.32	1.75	2.07
1999	13,652	12.7%	21,685	2.1%	0.24	1.59	1.83
2000	14,981	9.7%	22,497	3.7%	0.21	1.50	1.71
2001	17,605	17.5%	23,489	4.4%	0.14	1.34	1.48
2002	19,705	11.9%	24,859	5.8%	0.13	1.26	1.39
2003	20,696	5.0%	25,214	1.4%	0.13	1.22	1.35
2004	21,212	2.5%	25,572	1.4%	0.13	1.21	1.34
2005	22,214	4.7%	25,814	0.9%	0.07	1.16	1.23
2006	23,957	7.8%	26,264	1.7%	0.06	1.10	1.16
2007	26,612	11.1%	27,638	5.2%	0.05	1.04	1.09
2008	31,396	18.0%	28,904	4.6%	0.00	0.92	0.92
2009	37,627	19.8%	31,201	7.9%	0.11	0.83	0.94
2010	34,103	-9.4%	32,011	2.6%	0.12	0.94	1.06
2011	32,079	-5.9%	32,583	1.8%	0.13	1.02	1.14
2012	30,977	-3.4%	32,952	1.1%	0.13	1.06	1.19
2013	32,673	5.5%	34,359	4.3%	0.12	1.05	1.18
2014	36,046	10.3%	34,679	0.9%	0.11	0.96	1.07
2015	41,326	14.6%	36,486	5.2%	0.10	0.88	0.98
2016	44,426	7.5%	37,517	2.8%	0.09	0.84	0.94
2017	49,365	11.1%	38,711	3.2%	0.36	0.78	1.14
2018	56,347	14.1%	39,856	3.0%	0.32	0.71	1.03
2019*	64,701	14.8%	41,137	3.2%	0.28	0.64	0.92
2020*	70,021	8.2%	42,503	3.3%	0.28	0.61	0.88

Notes: Prior year AV is used to calculate current year property tax rates. i.e. 2016 AV is used to calculate 2017 rates.

2008 Regular Property Tax Levy reflects retirement of 2003 Unlimited Tax General Obligation bonds.

2009 Regular Property Tax Levy does not include the Parks & Natural Areas Voted Levy.

*2019 and 2020 AV and levy data are estimates based on the King County's AV forecast released in August 2018.

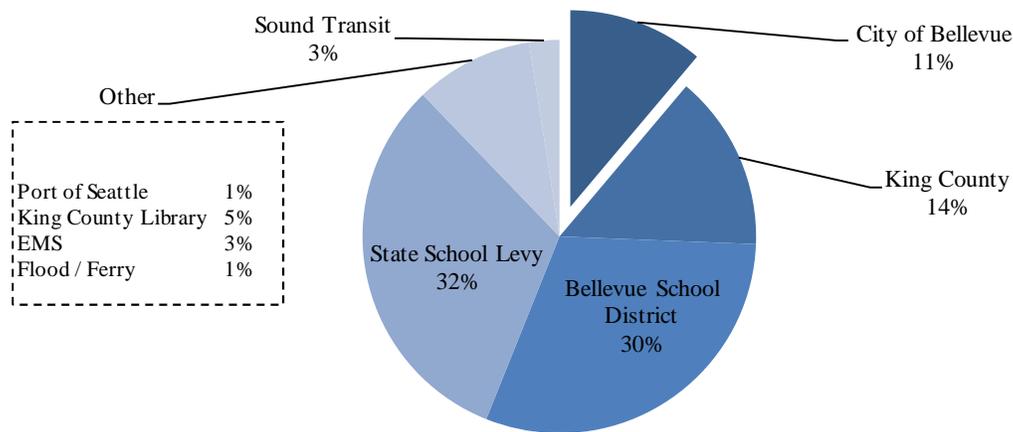
Resource Summary

Figure 8a-6

Property Taxes Typical Distribution of Property Tax Dollars

This figure illustrates the Property Tax distribution for a typical Bellevue taxpayer in 2018. As shown in the pie chart, Bellevue's Property Tax Levies make up only 11 percent of a property owner's tax bill. The largest components are the State School Levy and the Bellevue School District Levy which together comprise 62 percent of the typical taxpayer's property tax obligation.

Official property tax records are maintained by the King County Assessor's Office.



The following table displays the 2018 property tax bills for hypothetical low-, medium-, and high-assessed value (AV) homes.

	2018 Rate/\$1,000 of AV	Low AV = \$500,000	Medium AV = \$791,000	High AV = \$1,000,000
Emergency Medical Services	\$0.24	\$120	\$189	\$239
Port of Seattle	0.14	68	106	132
Flood / Ferry Levy	0.11	54	84	104
King County Library	0.41	206	324	409
City of Bellevue	1.03	513	813	1,029
King County	1.33	664	1,051	1,328
Bellevue School District	2.80	1,401	2,217	2,804
State School Levy	2.92	1,459	2,309	2,920
Sound Transit	0.23	114	181	230
Total	\$9.19	\$4,597	\$7,274	\$9,195

Figures may not foot due to rounding.

Note: Columns/graph may not foot due to rounding



Expenditure Summary

This chapter presents a high-level summary of the key components of the 2019-2020 Preliminary Budget.

For the purpose of this chapter, the 2019-2020 Preliminary Budget is compared to the 2017-2018 Amended Budget including all amendments through 10/8/2018.

The Expenditure Summary is organized into the following sections:

A. Total Preliminary City Budget

Figure 8b-1 lists the 2019-2020 total budgeted resources by source and expenditures by outcome. The resources and expenditures are divided up into five distinct funding categories.

Figure 8b-2 lists the same 2019-2020 total budgeted resources by source, but displays the expenditures by department.

Figure 8b-3 details the 2019-2020 Preliminary Budget net of double-budgeting and reserves for each of the five fund categories, as well as for each fund, and compares net budget growth from the 2017-2018 Amended Budget.

Figure 8b-4 displays the total 2019-2020 Preliminary Budget by department and compares it to the 2017-2018 Amended Budget.

Figure 8b-5 displays the 2019-2020 total budget by outcome and department, while excluding reserves.

Figure 8b-6 displays the 2020 personnel positions (known as full time equivalents, or FTEs) by outcome and by department.

B. General Fund

Figure 8b-7 displays the growth in the total appropriation for the General Fund by department.

Figure 8b-8 displays the 2019-2020 Preliminary Budget by outcome and department for the General Fund.

C. Internal Service and Other Operating Funds

Figure 8b-9 displays the growth in the total appropriation for the Internal Service and Other Operating funds by department.

Figure 8b-10 displays the 2019-2020 Preliminary Budget by outcome and department for just the Internal Service and Other Operating funds.



Expenditure Summary

D. Enterprise Funds

Figure 8b-11 displays the growth in the total appropriation for the Enterprise funds by department.

Figure 8b-12 displays the 2019-2020 Preliminary Budget by outcome and department for just the Enterprise funds.

E. Special Purpose Funds

Figure 8b-13 displays the growth in the total appropriation for the Special Purpose funds by department.

Figure 8b-14 displays the 2019-2020 Preliminary Budget by outcome and department for just the Special Purpose funds.

F. Capital Investment Funds

Figure 8b-15 displays the growth in the total appropriation for the Capital Investment funds by department.

Figure 8b-16 displays the 2019-2020 Preliminary Budget by outcome and department for just the Capital Investment funds.

G. Total Debt Information – Based on Statutory Limits

Figure 8b-17 displays the City's total policy and statutory debt limits as of January 1, 2019.

Figure 8b-18 displays the City's total statutory debt capacity and debt issued as of January 1, 2019, comparing general government, parks and open space, and utility system use of debt capacity.

Figure 8b-19 lists the City's general obligation and revenue bond issuance amount and date, maturity date, interest rate, source of funding and debt service requirements for 2019-2020 by bond.

Figure 8b-20 displays the City's annual debt service requirements for existing non-voted general obligation bonds from 2017 through 2044 and lists the city's bond ratings.



Expenditure Summary

A. Total Preliminary City Budget

The 2019-2020 Preliminary Budget totals \$1.7 billion. It is built on a complex set of differing funds based in generally accepted accounting principles. Funds are used to separate and account for differing types of resources and costs. The following expenditure section separates the funds into 5 distinct categories. These categories are used throughout the expenditure summary section.

General Fund: The General Fund supports most of the direct services to the community, including police, fire, parks, community development, and transportation, as well as many of the administrative operations.

Internal Service and Other Operating funds: The Internal Service and Other Operating funds contain numerous funds where revenues are derived by charging other city funds on a cost-reimbursement basis for goods and services. Included are funds that provide for operating expenditures for departments, such as Information Technology and Civic Services, and the funds providing for equipment replacement and various employee benefits. There are also funds in this category that hold specific revenues within the city for specific purposes, including the Human Services Fund, the Hotel/Motel Tax Fund, and the Land Purchase Revolving Fund.

Enterprise Funds: Enterprise funds consist of city operations that are financed and operated similar to a private business, and include the various Utilities funds as well as the Development Services Fund, the Parks Enterprise Fund, and the Marina Fund.

Special Purpose Funds: Special Purpose funds hold resources that are restricted either by state law or other requests and are dedicated to specific purposes. This includes the Operating Grants and Donations Fund, the Housing Fund, and other funds.

Capital Investment Funds: Capital Investment funds include the two funds that make up the city's CIP: the General CIP Fund and the Utilities CIP Fund.

The following two tables provide the total 2019-2020 Preliminary Budget appropriation in two views – one by outcome and the second by department:

Figure 8b-1 lists the **2019-2020 Preliminary Budget Resources by Source and Expenditures by Outcome** sorted by the five categories noted above. More information regarding the outcomes and services provided can be found in Chapter 9.

Figure 8b-2 lists the same **2019-2020 Preliminary Budget Resources by Source** but displays the **Expenditures by Department** sorted by the five fund categories. More information regarding the outcomes and services provided can be found in Chapter 9.



Expenditure Summary

Figure 8b-1
2019-2020 Total Preliminary City Budget
Resources by Source & Expenditures by Outcome
\$000

	General Fund	Internal Service and Other Operating Funds	Enterprise Funds	Special Purpose Funds	Capital Investment Funds	2019-2020 Biennial Budget
Beginning Fund Balance	\$47,296	\$37,965	\$54,571	\$19,426	\$172,122	\$331,381
Revenues by Source						
Property Tax	\$77,111	\$7,123	\$0	\$0	\$35,444	\$119,678
Sales Tax	113,151	0	0	200	41,105	154,456
Business & Occupation Tax	68,324	0	0	0	26,935	95,259
Utility Taxes	58,949	0	0	0	0	58,949
Other Taxes	14,836	27,382	0	1,000	36,300	79,518
Grants	86	0	572	4,266	32,523	37,446
Intergovernmental Services	42,943	8,709	1,305	2,249	4,439	59,645
Charges for Services	40,774	62,228	34,177	60	8,145	145,384
Utility Services Fees	0	0	311,604	0	4,719	316,323
Miscellaneous Revenues	10,826	70,971	29,415	1,042	26,143	138,397
Short-Term Debt	0	0	0	0	17,283	17,283
Long-Term Debt	0	0	0	0	0	0
Operating Transfers	2,034	972	9,916	43,675	129,074	185,671
Total Revenues by Source	\$429,035	\$177,386	\$386,988	\$52,491	\$362,109	\$1,408,010
Total Resources	\$476,331	\$215,351	\$441,560	\$71,917	\$534,231	\$1,739,390
Expenditures by Outcome						
Economic Growth and Competitiveness	\$7,316	\$23,363	\$11,819	\$0	\$6,562	\$49,060
Healthy and Sustainable Environment	7,240	62	204,773	0	90,649	302,724
Improved Mobility and Connectivity	35,242	0	0	464	101,041	136,747
Quality Neighborhoods/Innovative Vibrant and Caring Community	65,837	12,939	14,103	3,279	39,760	135,918
Responsive Government	53,158	117,305	12,383	43,966	5,883	232,695
Safe Community	192,155	93	15,153	2,258	29,611	239,270
Total Expenditures By Outcome	\$360,948	\$153,762	\$258,231	\$49,967	\$273,505	\$1,096,413
Interfunds and Other Expenditures	\$65,345	\$31,726	\$130,487	\$2,854	\$79,863	\$310,274
Ending Fund Balance	\$50,038	\$29,864	\$52,842	\$19,096	\$180,863	\$332,703
Total Expenditures	\$476,331	\$215,351	\$441,560	\$71,917	\$534,231	\$1,739,390

Figures may not foot due to rounding



Expenditure Summary

Figure 8b-2
2019-2020 Total Preliminary City Budget
Resources by Source & Expenditures by Department
\$000

	General Fund	Internal Service and Other Operating Funds	Enterprise Funds	Special Purpose Funds	Capital Investment Funds	2019-2020 Biennial Budget
Beginning Fund Balance	\$47,296	\$37,965	\$54,571	\$19,426	\$172,122	\$331,381
Revenues by Source						
Property Tax	\$77,111	\$7,123	\$0	\$0	\$35,444	\$119,678
Sales Tax	113,151	0	0	200	41,105	154,456
Business & Occupation Tax	68,324	0	0	0	26,935	95,259
Utility Taxes	58,949	0	0	0	0	58,949
Other Taxes	14,836	27,382	0	1,000	36,300	79,518
Grants	86	0	572	4,266	32,523	37,446
Intergovernmental Services	42,943	8,709	1,305	2,249	4,439	59,645
Charges for Services	40,774	62,228	34,177	60	8,145	145,384
Utility Services Fees	0	0	311,604	0	4,719	316,323
Miscellaneous Revenues	10,826	70,971	29,415	1,042	26,143	138,397
Short-Term Debt	0	0	0	0	17,283	17,283
Long-Term Debt	0	0	0	0	0	0
Operating Transfers	2,034	972	9,916	43,675	129,074	185,671
Total Revenues by Source	\$429,035	\$177,386	\$386,988	\$52,491	\$362,109	\$1,408,010
Total Resources	\$476,331	\$215,351	\$441,560	\$71,917	\$534,231	\$1,739,390
Expenditures by Department						
City Attorney	\$8,315	\$10,683	\$0	\$0	\$0	\$18,998
City Clerk	5,700	0	0	0	0	\$5,700
City Council	1,220	0	0	0	0	\$1,220
City Manager	10,631	0	0	0	0	\$10,631
Civic Services	6,166	38,999	0	0	3,865	\$49,029
Community Council	9	0	0	0	0	\$9
Community Development	12,000	0	0	2,777	9,392	\$24,169
Development Services	9,846	0	58,141	0	0	\$67,987
Finance	17,793	27,382	0	43,895	45,830	\$134,901
Fire	111,107	147	0	2,898	26,081	\$140,233
Human Resources	5,829	60,200	0	0	0	\$66,030
Information Technology	0	31,032	0	0	2,300	\$33,332
Miscellaneous Non-Departmental	4,881	0	0	0	0	\$4,881
Parks & Community Services	74,657	14,536	14,234	2,717	31,976	\$138,120
Police	100,682	0	0	0	0	\$100,682
Transportation	57,456	2,509	0	535	102,745	\$163,244
Utilities	0	0	316,342	0	131,179	\$447,522
Total Expenditures By Department	\$426,293	\$185,488	\$388,717	\$52,821	\$353,368	\$1,406,687
Ending Fund Balance	\$50,038	\$29,864	\$52,842	\$19,096	\$180,863	\$332,703
Total Expenditures	\$476,331	\$215,351	\$441,560	\$71,917	\$534,231	\$1,739,390

Figures may not foot due to rounding



Expenditure Summary

Figure 8b-3 details the **2019-2020 Preliminary Budget Net of Double-Budgeting and Reserves** for each of the five fund categories, as well as for each fund, and compares net budget growth from the 2017-2018 Amended Budget. This table differs from the previous tables since it is removing the double-budgeting and the reserves from each fund in order to display the true expenditure growth.

The double-budgeting is primarily made up of interfund transfers within the city, where one fund is paying another fund. An example of this would be how computer replacements work within the city. A department would spend money to buy a new computer, but those funds would first be sent to the Information Technology fund before then being spent again on the computer. In order to account for this expenditure only once, double-budgeting would be removed.

General Funds are increasing by 8.1 percent in the 2019-2020 biennium. This is due to both regular inflation in personnel and operating costs, as well as some targeted investments. These investments are further highlighted both below in Figure 8b-4, as well as in Section B.

Internal Service and Other Operating funds are increasing by 2.6 percent. Increases include the Health Benefits Fund, which is increasing by its actuarially determined rate. Hotel/Motel expenditures are increasing due to pass through of revenue; while the Human Services Fund is increasing due to population, inflation and other costs. LEOFF I Medical Reserve Fund is decreasing due to depletion of the reserve and transferring the pay-as-you portion to the General Fund. More detail is provided in Section C.

Enterprise funds are growing by 6.1 percent, mainly due to increases in Development Services due to continued high construction activity in the near term, as well as increases in the Utilities funds, primarily attributable to costs associated with purchased water from the Cascade water alliance, King County Metro wastewater treatment costs, and increases in the CIP plan during 2019-2020. It is worth noting that while the Cascade and King County wholesale costs are increasing, the rate of growth in these costs is below what was projected for the early look in March of this year, resulting in lower rates than what was previously projected for both the Water and Sewer utilities. More detail on other increases are provided in Section D.

Special Purpose funds are decreasing by 1.7 percent, mainly due to lower projected expenditures from the Operating Grants and Donations. More detail is provided in Section E.

Capital Investment funds are decreasing by 4.3 percent, mainly due to the timing of the Transportation Infrastructure Financing Innovation Act (TIFIA) loan in 2018. More detail is provided in Section E of this chapter, as well as in Chapter 10.



Expenditure Summary

Figure 8b-3
Preliminary Budget Summary - Net of Double-Budgeting and Reserves
\$000

<u>TOTAL CITY BUDGET</u>	2017-2018	2017-2018	2018	2017-2018	2019-2020	2019-2020	2020	2019-2020	Net Budget	
	Amended Budget	Double-Budgeting*	Reserves	Net Budget	Preliminary Budget	Double-Budgeting*	Reserves	Net Budget	\$ Change	% Change
General Funds	\$440,463	(\$66,341)	(\$38,832)	\$335,290	\$476,331	(\$63,851)	(\$50,038)	\$362,442	\$27,151	8.1%
Internal Service & Other Operating Funds										
Equipment Rental	\$29,150	(\$4,615)	(\$4,039)	\$20,497	\$29,392	(\$3,755)	(\$5,463)	\$20,173	(\$323)	(1.6%)
Facilities Services	17,808	(2,110)	(1,093)	14,604	15,159	(2,322)	(657)	12,180	(2,424)	(16.6%)
General Self-Insurance Fund	10,147	(552)	(3,717)	5,878	10,757	(566)	(3,781)	6,409	531	9.0%
Health Benefits Fund	63,502	(26)	(8,306)	55,170	63,006	(28)	(3,200)	59,779	4,609	8.4%
Hotel/Motel Taxes Fund	25,260	(4,013)	0	21,247	27,382	(4,019)	0	23,363	2,116	10.0%
Human Services Fund	10,324	0	(252)	10,072	11,979	0	(207)	11,772	1,700	16.9%
Information Services Fund	34,468	(2,543)	(5,671)	26,255	36,229	(2,689)	(5,196)	28,343	2,088	8.0%
Land Purchase Revolving Fund	3,485	(259)	(1,523)	1,703	6,724	(3,281)	(1,935)	1,508	(195)	(11.4%)
LEOFF I Medical Reserve Fund	4,404	0	(252)	4,152	470	0	(324)	147	(4,005)	(96.5%)
Park M&O Reserve Fund	6,810	(328)	(6,483)	0	6,633	(1,052)	(5,581)	0	0	n/a
Unemployment Compensation Fund	1,033	(412)	(257)	364	626	(12)	(232)	382	18	5.0%
Workers' Compensation Fund	6,669	(376)	(3,063)	3,230	6,995	(392)	(3,288)	3,315	85	2.6%
Total	\$213,060	(\$15,233)	(\$34,656)	\$163,170	\$215,351	(\$18,117)	(\$29,864)	\$167,371	\$4,201	2.6%
Enterprise Funds										
Development Services Fund	\$66,680	(\$18,600)	(\$14,709)	\$33,370	\$78,119	(\$21,328)	(\$19,978)	\$36,813	\$3,443	10.3%
Marina Fund	\$1,698	\$0	(\$240)	\$1,458	\$1,606	(\$800)	(\$283)	\$522	(\$936)	(64.2%)
Parks Enterprise Fund	14,361	(3,075)	(1,214)	10,072	14,136	(2,645)	(1,224)	10,267	195	1.9%
Sewer Utility Fund	129,982	(28,882)	(7,168)	93,933	137,444	(\$32,173)	(\$8,497)	96,773	2,841	3.0%
Solid Waste Fund	3,374	(869)	(899)	1,606	3,926	(1,030)	(1,449)	1,447	(159)	(9.9%)
Storm & Surface Water Utility Fund	54,458	(27,549)	(5,522)	21,387	60,057	(\$31,521)	(\$6,040)	22,496	1,109	5.2%
Water Utility Fund	128,509	(29,528)	(14,627)	84,353	146,271	(\$38,076)	(\$15,370)	92,825	8,472	10.0%
Total	\$399,063	(\$108,504)	(\$44,379)	\$246,180	\$441,560	(\$127,574)	(\$52,842)	\$261,143	\$14,964	6.1%
Special Purpose Funds										
Firemen's Pension Fund	7,224	0	(6,732)	493	7,288	0	(6,648)	640	147	29.8%
Housing Fund	6,471	(10)	(3,808)	2,653	9,399	(12)	(6,663)	2,725	71	2.7%
I&D Redemption-Regular Levy Fund	44,393	0	(424)	43,969	44,309	0	(414)	43,895	(74)	(0.2%)
LID Control Fund	75	(15)	(40)	20	72	(71)	(1)	(0)	(20)	(100.0%)
LID Guaranty Fund	653	0	(653)	0	752	0	(752)	0	0	n/a
Operating Grants & Donations Fund	7,335	(431)	(870)	6,035	10,097	(452)	(4,619)	5,026	(1,008)	(16.7%)
Total	\$66,152	(\$455)	(\$12,526)	\$53,170	\$71,917	(\$535)	(\$19,096)	\$52,286	(\$884)	(1.7%)
Capital Investment Funds										
General Capital Investment Program	\$252,543	(\$26,911)	\$0	\$225,632	\$222,189	(\$26,469)	\$0	\$195,719	(\$29,912)	(13.3%)
Utility Capital Investment Program	244,234	(7,359)	(163,513)	73,362	\$312,042	(40,700)	(180,863)	90,479	17,117	23.3%
Total	\$496,777	(\$34,270)	(\$163,513)	\$298,994	\$534,231	(\$67,170)	(\$180,863)	\$286,198	(\$12,795)	(4.3%)
<u>TOTAL CITY BUDGET</u>	<u>\$1,615,514</u>	<u>(\$224,804)</u>	<u>(\$293,907)</u>	<u>\$1,096,804</u>	<u>\$1,739,390</u>	<u>(\$277,247)</u>	<u>(\$332,703)</u>	<u>\$1,129,440</u>	<u>\$32,637</u>	<u>3.0%</u>

Figures may not foot due to rounding

*Removing double budgeting seeks to eliminate the internal transactions between city funds including transfers between funds and charges for services provided by one fund to another within the city.



Expenditure Summary

Figure 8b-4 displays the total **2019-2020 Preliminary Budget by Department** and compares it to the 2017-2018 Amended Budget. This look displays all of the funds together by department, while subsequent tables will present this information by each of the fund category types. Overall, the total appropriation grows by 7.7 percent. However, once reserves and double-budgeting are removed, net expenditure growth is 3.0 percent for the biennium, as displayed in Figure 8b-3.

The increases for most departments are explained by general inflation for both personnel and operating costs. However, there are a few departments with additional investments, including:

- **Fire:** The budget for the Fire Department is increasing above inflation due to the addition of 2 new fire inspection personnel as well as additional resources being added to the CIP for Fire Station 10 land purchase and the rebuild of Fire Station 5. The new inspection positions are backed by new revenues from the proposed fire inspection fee similar to other code inspections. With the depletion of the LEOFF I Medical Reserves, the city related LEOFF 1 medical reserve payments are now included in the Fire and Police budgets.
- **Utilities:** Growth for the Utilities Department is mostly driven by costs associated with purchased water from the Cascade water alliance, King County Metro wastewater treatment costs, and increases in the CIP plan during 2019-2020. It is worth noting that while the Cascade and King County wholesale costs are increasing, the rate of growth in these costs is below what was projected for the early look in March of this year, resulting in lower rates than what was previously projected for both the Water and Sewer utilities.
- **Police:** Above inflation, the Police Department budget includes new police resources intended to increase the time available for community policing. With the depletion of the LEOFF I Medical Reserves, the city related LEOFF 1 medical reserve payments are now included in the Fire and Police budgets.
- **Development Services:** To meet the demand within the city due to a high level of construction activity, an increase in review, inspection, and land use hours is included in the budget.

Some department budgets are also decreasing in 2019-2020. For Transportation and Civic Services, this is due to a change in how labor distribution costs from the CIP are calculated beginning in the 2019-2020 biennium. Instead of being a revenue to the General Fund, these costs are now budgeted as negative expenditures in order to more accurately capture the true cost for the General Fund. Due to this accounting change, expenditures would be lower for these two departments, which have the most labor distribution charges.

Costs are also decreasing for Miscellaneous Non-Departmental expenditures due to a double-budgeted transfer in 2018 no longer occurring in 2019-2020.



Expenditure Summary

Figure 8b-4
2019-2020 Preliminary Budget by Department
\$000

	2017-2018	2019-2020	\$	%
<u>Total Budget</u>	<u>Amended Budget</u>	<u>Preliminary Budget</u>	<u>Change</u>	<u>Change</u>
City Attorney	\$17,943	\$18,998	\$1,055	5.9%
City Clerk	5,498	5,700	202	3.7%
City Council	1,198	1,220	23	1.9%
City Manager	10,134	10,631	497	4.9%
Civic Services	51,398	49,029	-2,369	-4.6%
Community Council	9	9	0	5.0%
CommunityDevelopment	22,004	24,169	2,165	9.8%
Development Services	60,472	67,987	7,515	12.4%
Finance	127,565	134,901	7,336	5.8%
Fire	124,014	140,233	16,219	13.1%
Human Resources	61,407	66,030	4,622	7.5%
Information Technology	30,944	33,332	2,388	7.7%
Miscellaneous Non-Departmental	5,857	4,881	-976	-16.7%
Parks & Community Services	127,514	138,120	10,607	8.3%
Police	90,911	100,682	9,771	10.7%
Transportation	215,912	163,244	-52,668	-24.4%
Utilities	368,829	447,522	78,693	21.3%
Reserves	293,907	332,703	38,796	13.2%
Total Budget	\$1,615,514	\$1,739,390	\$123,876	7.7%
<i>Double-Budgeting</i>	<i>224,804</i>	<i>277,247</i>	<i>52,443</i>	<i>23.3%</i>
<i>Reserves</i>	<i>293,907</i>	<i>332,703</i>	<i>38,796</i>	<i>13.2%</i>
Expenditures Net of Double-Budgeting and Reserves	\$1,096,804	\$1,129,440	\$32,637	3.0%

Figures may not foot due to rounding.



Expenditure Summary

Figure 8b-5 displays the **2019-2020 Total Preliminary Budget by Outcome and Department**, while excluding reserves. This display provides a look at how each department fits into the outcome categories. More information on the outcomes can be found in Chapter 9.

Figure 8b-6 displays the **2020 FTE Comparison by Outcome and Department** (known as full time equivalents, or FTEs).

Figure 8b-5
2019-2020 Preliminary Budget by Outcome and Department
\$000

All Funds	Economic Growth and Competitiveness	Healthy and Sustainable Environment	Improved Mobility and Connectivity	Quality Neighborhoods/ Innovative Vibrant and Caring Community	Responsive Government	Safe Community	Interfunds and Other Expenses	Total	%
City Attorney	\$0	\$0	\$0	\$0	\$14,762	\$2,484	\$1,752	\$18,998	1.4%
City Clerk	0	0	0	0	5,041	0	658	5,700	0.4%
City Council	0	0	0	0	999	0	222	1,220	0.1%
City Manager	0	0	0	1,110	7,112	1,805	604	10,631	0.8%
Civic Services	80	0	0	248	32,160	293	16,247	49,029	3.6%
Community Council	0	0	0	0	9	0	0	9	0.0%
Community Development	6,189	170	2,000	12,278	0	0	3,532	24,169	1.8%
Development Services	10,599	0	0	1,810	11,025	13,379	31,174	67,987	5.0%
Finance	25,763	0	0	4,000	61,470	0	4,588	95,821	7.0%
Fire	1,170	0	0	231	557	119,422	18,853	140,233	10.3%
Human Resources	0	0	0	0	65,439	0	591	66,030	4.8%
Information Technology	500	0	0	0	25,574	0	7,259	33,332	2.4%
Miscellaneous Non-Departmental	0	0	0	0	6,027	2,236	-3,382	4,881	0.4%
Parks & Community Services	0	6,298	0	114,513	0	3,152	14,157	138,120	10.1%
Police	0	0	0	0	264	84,896	15,523	100,682	7.4%
Transportation	3,539	1,004	134,747	224	898	9,829	12,921	163,162	11.9%
Utilities	1,220	295,252	0	1,503	1,358	1,774	146,414	447,522	32.7%
Total All Proposals	\$49,060	\$302,724	\$136,747	\$135,918	\$232,695	\$239,270	\$271,112	\$1,367,525	100.0%
Percent of Total	3.6%	22.1%	10.0%	9.9%	17.0%	17.5%	19.8%	100.0%	

Debt Service (Finance)	+	39,162
Total Expenditures	=	1,406,687
2020 Reserves	+	332,703
Total Appropriation		1,739,390

Figures may not foot due to rounding.



Expenditure Summary

Figure 8b-6
2020 FTE Comparison by Outcome and Department

FTEs by Department	Economic Growth and Competitiveness	Healthy and Sustainable Environment	Improved Mobility and Connectivity	Quality Neighborhoods/ Innovative Vibrant and Caring Community	Responsive Government	Safe Community	Total	%
City Attorney	-	-	-	-	18.75	8.00	26.75	1.9%
City Clerk	-	-	-	-	15.75	-	15.75	1.1%
City Council	-	-	-	-	7.00	-	7.00	0.5%
City Manager	-	-	-	3.00	16.00	-	19.00	1.4%
Civic Services	0.25	-	-	-	70.75	-	71.00	5.1%
Community Development	5.50	-	-	28.86	-	-	34.36	2.5%
Development Services	35.90	-	-	6.50	27.70	44.90	115.00	8.3%
Finance	-	-	-	-	47.50	-	47.50	3.4%
Fire	3.00	-	-	1.00	1.00	246.00	251.00	18.2%
Human Resources	-	-	-	-	16.80	-	16.80	1.2%
Information Technology	-	-	-	-	61.00	-	61.00	4.4%
Parks & Community Services	-	15.00	-	141.28	-	12.00	168.28	12.2%
Police	-	-	-	-	-	232.00	232.00	16.8%
Transportation	12.00	3.00	113.45	-	2.00	13.00	143.45	10.4%
Utilities	4.60	158.15	-	0.95	5.03	5.27	174.00	12.6%
Miscellaneous Non- Departmental	-	-	-	-	-	-	-	0.0%
Total FTEs	61.25	176.15	113.45	181.59	289.28	561.17	1,382.89	100.0%
Percent of Total	4.4%	12.7%	8.2%	13.1%	20.9%	40.6%	100.0%	

Figures may not foot due to rounding



Expenditure Summary

B. General Fund

Figure 8b-7 displays the growth in the total appropriation for the **2019-2020 Preliminary General Fund Budget by department**. The General Fund supports most of the direct services to the community, including police, fire, parks, community development, and transportation, as well as many of the administrative operations. These services are primarily funded by taxes and other sources. The General Fund shows an overall increase of 8.1 percent, as well as a net budget increase of 8.1 percent, between the two bienniums. Some highlights of this growth are provided below.

General Fund costs for the City Manager's Office increased above inflation due to personnel costs and moving the effect of moving the Diversity Program into the City Manager's Office. The Diversity Program was previously held in the Parks and Community Services Department. This is the first full budget since the Diversity moved to the CMO.

General Fund costs for the Fire Department increased above inflation due to the LEOFF 1 medical reserve being depleted and the costs being borne directly from the General Fund, as well as the addition of two new fire inspection personnel. The new inspection positions are backed by a proposed fire inspection fee similar to other code inspections.

General Fund costs for the Police Department increase above inflation due to the LEOFF 1 medical reserve funds being allocated to the department and borne directly from the General Fund as the reserve is depleted. Police Department costs also increase due to the inclusion of additional positions to increase patrol officer time in the community.

Two departments with negative growth (Transportation and Civic Services) are decreasing due to a change in the 2019-2020 biennium in how labor distribution is budgeted. This is an accounting change to more accurately align with accounting principles. In previous bienniums, if a department was going to charge a CIP project for personnel costs, this would be budgeted as a revenue to the General Fund. However, beginning with the current budget, labor distribution is being budgeted as a negative expenditure in order to more accurately capture the true cost for the General Fund. Due to this change, expenditures would be lower for these two departments, which have the most labor distribution charges.

Costs are also decreasing for Miscellaneous Non-Departmental expenditures due to a double-budgeted transfer in 2018.

Cost growth for other departments is primarily explained by inflation and other routine personnel costs. See the Development Services Fund forecast in Chapter 7 for more detail on the Development Services Department increase. It should also be noted that the Community Council increase of 5.0 percent is correct despite the dollar change showing no growth. This is due to rounding in the chart. The Community Council budget increases by over \$400 across the biennium, going from approximately \$8,700 to \$9,100.



Expenditure Summary

Figure 8b-7
2019-2020 Preliminary General Fund Budget by Department
\$000

<u>General Fund Budget</u>	<u>2017-2018 Amended Budget</u>	<u>2019-2020 Preliminary Budget</u>	<u>\$ Change</u>	<u>% Change</u>
City Attorney	\$7,907	\$8,315	\$408	5.2%
City Clerk	5,498	5,700	202	3.7%
City Council	1,198	1,220	23	1.9%
City Manager	9,147	10,631	1,484	16.2%
Civic Services	7,750	6,166	-1,584	-20.4%
Community Council	9	9	0	5.0%
Community Development	11,141	12,000	859	7.7%
Development Services	8,501	9,846	1,345	15.8%
Finance	16,632	17,793	1,162	7.0%
Fire	99,738	111,107	11,369	11.4%
Human Resources	5,436	5,829	393	7.2%
Miscellaneous Non-Departmental	5,857	4,881	-976	-16.7%
Parks & Community Services	68,339	74,657	6,318	9.2%
Police	89,171	100,682	11,511	12.9%
Transportation	65,308	57,456	-7,853	-12.0%
Reserves	38,832	50,038	11,206	28.9%
Total General Fund	\$440,463	\$476,331	\$35,868	8.1%
<i>Double-Budgeting</i>	<i>66,341</i>	<i>63,851</i>	<i>-2,490</i>	<i>-3.8%</i>
<i>Reserves*</i>	<i>38,832</i>	<i>50,038</i>	<i>11,206</i>	<i>28.9%</i>
Expenditures Net of Double-Budgeting and Reserves	\$335,290	\$362,442	\$27,151	8.1%

Figures may not foot due to rounding.

*Reserves growth is mainly attributable to the projected ending fund balance in 2018 being higher than budgeted.



Expenditure Summary

Figure 8b-8 displays the **2019-2020 Preliminary General Fund Budget by Outcome and Department.**

Figure 8b-8
2019-2020 Preliminary General Fund Budget by Outcome and Department
\$000

General Fund	Economic Growth and Competitiveness	Healthy and Sustainable Environment	Improved Mobility and Connectivity	Quality Neighborhoods/ Innovative Vibrant and Caring Community	Responsive Government	Safe Community	Interfunds and Other Expenses	Total	%
City Attorney	\$0	\$0	\$0	\$0	\$5,038	\$2,484	\$793	\$8,315	2.0%
City Clerk	0	0	0	0	5,041	0	658	5,700	1.3%
City Council	0	0	0	0	999	0	222	1,220	0.3%
City Manager	0	0	0	1,110	7,112	1,805	604	10,631	2.5%
Civic Services	80	0	0	0	5,005	0	1,081	6,166	1.4%
Community Council	0	0	0	0	9	0	0	9	0.0%
Community Development	2,527	0	0	7,703	0	0	1,770	12,000	2.8%
Development Services	0	0	0	0	0	0	9,846	9,846	2.3%
Finance	0	0	0	0	17,225	0	569	17,793	4.2%
Fire	1,170	0	0	231	411	91,083	18,213	111,107	26.1%
Human Resources	0	0	0	0	5,278	0	551	5,829	1.4%
Miscellaneous Non-Departmental	0	0	0	0	6,027	2,236	(3,382)	4,881	1.1%
Parks & Community Services	0	6,237	0	56,792	0	3,152	8,477	74,657	17.5%
Police	0	0	0	0	264	84,896	15,523	100,682	23.6%
Transportation	3,539	1,004	35,242	0	751	6,499	10,421	57,456	13.5%
Total General Fund Proposals	\$7,316	\$7,240	\$35,242	\$65,837	\$53,158	\$192,155	\$65,345	\$426,293	100.0%
Percent of Total	1.7%	1.7%	8.3%	15.4%	12.5%	45.1%	15.3%	100.0%	

Net General Funds	=	426,293
2020 General Fund Reserves	+	50,038
Total General Fund		476,331

Figures may not foot due to rounding.



Expenditure Summary

C. Internal Service and Other Operating Funds

The Internal Service and Other Operating funds contain numerous funds where revenues are derived by charging other city funds on a cost-reimbursement basis for goods and services. Included are funds that provide for operating expenditures for departments, such as Information Technology and Civic Services, and the funds providing for equipment replacement and various employee benefits. These services are primarily funded by rates and premiums. There are also funds in this category that hold specific revenues within the city for specific purposes, including the Human Services Fund, the Hotel/Motel Tax Fund, and the Land Purchase Revolving Fund. See Figure 8b-3 for a detailed fund listing.

Figure 8b-9 displays the growth in the total appropriation for the **2019-2020 Preliminary Internal Service and Other Operating Fund Budget by Department**. These funds collectively are showing an overall increase of 1.1 percent, with a net budget increase of 2.6 percent, between the two bienniums.

The large growth in Transportation is attributable to the Land Purchase Revolving Fund transferring \$2.5 million to the CIP in 2019 in order to fund a new project. This also accounts for a large part of the decline in overall reserves for these funds.

The growth in Parks & Community Services is due to both increases in expenditures from the Human Services Fund and increases from the Parks Maintenance and Operations Fund. For Human Services, growth is due to inflation, population growth, and other costs. There is also an anticipated increase of \$1.0 million from the Eastside Cities Pooled Funding. The Parks Maintenance & Operations Fund reflects an increase in expenditures as more parks levy projects are completed and more money is drawn from the reserve to pay for the maintenance of these parks in alignment with the voter language.

The decrease in Civic Services is due to funding for facilities major maintenance being budgeted in the General CIP Fund beginning in the 2019-2020 biennium, including reserves. This is an accounting change to have the right type of costs in the right type of fund.

The decreases for both Fire and Police are due to LEOFF 1 payments being made on a pay-as-you-go basis directly from the General Fund beginning in 2019-2020.

Other increases are explainable by general inflation.



Expenditure Summary

Figure 8b-9
2019-2020 Preliminary Internal Service & Other Operating Fund Budget by Department
\$000

<u>Internal Service & Other</u> <u>Operating Fund Budget</u>	<u>2017-2018</u> <u>Amended Budget</u>	<u>2019-2020</u> <u>Preliminary Budget</u>	<u>\$</u> <u>Change</u>	<u>%</u> <u>Change</u>
City Attorney	\$10,036	\$10,683	\$647	6.4%
Civic Services	42,623	38,999	-3,624	-8.5%
Finance	25,260	27,382	2,122	8.4%
Fire	2,412	147	-2,265	-93.9%
Human Resources	55,971	60,200	4,229	7.6%
Information Technology	28,797	31,032	2,235	7.8%
Parks & Community Services	11,536	14,536	3,001	26.0%
Police	1,740	0	-1,740	-100.0%
Transportation	28	2,509	2,481	8814.0%
Reserves	34,656	29,864	-4,792	-13.8%
Total Internal Service & Other Operating Fund	\$213,060	\$215,351	\$2,292	1.1%
<i>Double-Budgeting</i>	<i>15,233</i>	<i>18,117</i>	<i>2,884</i>	<i>18.9%</i>
<i>Reserves</i>	<i>34,656</i>	<i>29,864</i>	<i>-4,792</i>	<i>-13.8%</i>
Expenditures Net of Double- Budgeting and Reserves	\$163,170	\$167,371	\$4,201	2.6%

Figures may not foot due to rounding.



Expenditure Summary

Figure 8b-10 displays the **2019-2020 Preliminary Internal Service and Other Operating Funds Budget by Outcome and Department.**

Figure 8b-10
2019-2020 Preliminary Internal Service and Other Operating Funds Budget by Outcome and Department
 \$000

Internal Service and Other Operating Funds	Economic Growth and Competitiveness	Healthy and Sustainable Environment	Improved Mobility and Connectivity	Quality Neighborhoods/ Innovative Vibrant and Caring Community	Responsive Government	Safe Community	Interfunds and Other Expenses	Total	%
City Attorney	\$0	\$0	\$0	\$0	\$9,724	\$0	\$958	\$10,683	5.8%
Civic Services	0	0	0	248	23,491	93	15,167	38,999	21.0%
Finance	23,363	0	0	0	0	0	4,019	27,382	14.8%
Fire	0	0	0	0	147	0	0	147	0.1%
Human Resources	0	0	0	0	60,161	0	40	60,200	32.5%
Information Technology	0	0	0	0	23,774	0	7,259	31,032	16.7%
Parks & Community Services	0	62	0	12,691	0	0	1,783	14,536	7.8%
Transportation	0	0	0	0	9	0	2,500	2,509	1.4%
Total Internal Service & Other Operating Fund Proposals	\$23,363	\$62	\$0	\$12,939	\$117,305	\$93	\$31,726	\$185,488	100.0%
Percent of Total	12.6%	0.0%	0.0%	7.0%	63.2%	0.1%	17.1%	100.0%	

Net Internal Service & Other Operating Funds	=	185,488
2020 Internal Service & Other Operating Fund Reserve	+	29,864
Total Internal Service & Other Operating Funds		215,351

Figures may not foot due to rounding.



Expenditure Summary

D. Enterprise Funds

Enterprise funds consist of city operations that are financed and operated similar to a private business, and include the various Utilities funds (Water, Sewer, Storm and Surface Water, and Solid Waste), as well as the Development Services Fund, the Parks Enterprise Fund, and the Marina Fund. These services are primarily funded by fees. See Figure 8b-3 for a detailed fund listing.

Figure 8b-11 displays the growth in the total appropriation for the **2019-2020 Preliminary Enterprise Fund Budget by Department**. These funds collectively are showing an overall increase of 10.6 percent, with a net budget increase of 6.1 percent (less reserves and double budgeting), between the two bienniums.

The largest change on a percentage basis is in Development Services, which continues to reflect a high level of development activity within the city in the near term. Development Services Fund expenditures exceed revenues in 2019-2020 as reserves are used to complete prepaid work and to invest in technology and infrastructure.

The other large increase is for the Utilities Department. The increases above regular inflation are primarily attributable to costs associated with purchased water from the Cascade water alliance, King County Metro wastewater treatment costs, and increases in the CIP plan during 2019-2020. It is worth noting that while the Cascade and King County wholesale costs are increasing, the rate of growth in these costs is below what was projected for the early look in March of this year, resulting in lower rates than what was previously projected for both the Water and Sewer funds.

The Parks and Community Services funds (the Parks Enterprise Fund and the Marina Fund) are decreasing slightly primarily due to projected revenue decreases for both.

Figure 8b-12 displays the **2019-2020 Preliminary Enterprise Fund Budget by Outcome and Department**.



Expenditure Summary

Figure 8b-11
2019-2020 Preliminary Enterprise Fund Budget by Department
\$000

	2017-2018	2019-2020	\$	%
<u>Enterprise Fund Budget</u>	<u>Amended Budget</u>	<u>Preliminary Budget</u>	<u>Change</u>	<u>Change</u>
Development Services	\$51,971	\$58,141	\$6,170	11.9%
Parks & Community Services	14,605	14,234	-371	-2.5%
Utilities	288,108	316,342	28,235	9.8%
Reserves	44,379	52,842	8,463	19.1%
Total Enterprise Fund	\$399,063	\$441,560	\$42,497	10.6%
<i>Double-Budgeting</i>	<i>108,504</i>	<i>127,574</i>	<i>19,070</i>	<i>17.6%</i>
<i>Reserves</i>	<i>44,379</i>	<i>52,842</i>	<i>8,463</i>	<i>19.1%</i>
Expenditures Net of Double-Budgeting and Reserves	\$246,180	\$261,143	\$14,964	6.1%

Figures may not foot due to rounding.

Figure 8b-12
2019-2020 Preliminary Enterprise Funds Budget by Outcome and Department
\$000

Enterprise Funds	Economic Growth and Competitiveness	Healthy and Sustainable Environment	Improved Mobility and Connectivity	Quality Neighborhoods/ Innovative Vibrant and Caring Community	Responsive Government	Safe Community	Interfunds and Other Expenses	Total	%
Development Services	\$10,599	\$0	\$0	\$1,810	\$11,025	\$13,379	\$21,328	\$58,141	15.0%
Parks & Community Services	0	0	0	10,789	0	0	3,445	14,234	3.7%
Utilities	1,220	204,773	0	1,503	1,358	1,774	105,714	316,342	81.4%
Total Enterprise Fund Proposals	\$11,819	\$204,773	\$0	\$14,103	\$12,383	\$15,153	\$130,487	\$388,717	100.0%
Percent of Total	3.0%	52.7%	0.0%	3.6%	3.2%	3.9%	33.6%	100.0%	

Net Enterprise Funds	=	388,717
2020 Enterprise Fund Reserves	+	52,842
Total Enterprise Funds		441,560

Figures may not foot due to rounding.



Expenditure Summary

E. Special Purpose Funds

Special Purpose funds hold resources that are restricted either by state law or other requests and are dedicated to specific purposes. This includes the Operating Grants and Donations Fund, the Housing Fund, and other funds. These services are primarily funded by taxes, grants, donations, and transfers. See Figure 8b-3 for a detailed fund listing.

Figure 8b-13 displays the growth in the **2019-2020 Preliminary Special Purpose Fund Budget by Department**. These funds collectively are showing an overall increase of 8.7 percent, with a net budget decrease of 1.7 percent, between the two bienniums. This differential between the total appropriation and the net budget is attributable to two separate funds increasing reserves in 2019-2020 for future funding opportunities.

Figure 8b-14 displays the **2019-2020 Preliminary Special Purpose Fund Budget by Outcome and Department**.

Figure 8b-13
2019-2020 Preliminary Special Purpose Fund Budget by Department
 \$000

Special Purpose Fund Budget	2017-2018	2019-2020	\$	%
	Amended Budget	Preliminary Budget	Change	Change
Community Development	\$3,154	\$2,777	-\$377	-12.0%
Finance	44,206	43,895	-311	-0.7%
Fire	2,924	2,898	-26	-0.9%
Parks & Community Services	2,553	2,717	163	6.4%
Transportation	788	535	-253	-32.1%
Reserves	12,526	19,096	6,570	52.4%
Total Special Purpose Funds	\$66,152	\$71,917	\$5,766	8.7%
<i>Double-Budgeting</i>	<i>455</i>	<i>535</i>	<i>80</i>	<i>17.5%</i>
<i>Reserves</i>	<i>12,526</i>	<i>19,096</i>	<i>6,570</i>	<i>52.4%</i>
Expenditures Net of Double-Budgeting and Reserves	\$53,170	\$52,286	-\$884	-1.7%

Figures may not foot due to rounding.



Expenditure Summary

Figure 8b-14
2019-2020 Preliminary Special Purpose Funds Budget by Outcome and Department
\$000

Special Purpose Funds	Economic Growth and Competitiveness	Healthy and Sustainable Environment	Improved Mobility and Connectivity	Quality Neighborhoods/ Innovative Vibrant and Caring Community	Responsive Government	Safe Community	Interfunds and Other Expenses	Total	%
Community Development	0	0	0	1,015	0	0	1,762	2,777	5.3%
Finance	\$0	\$0	\$0	\$0	\$43,895	\$0	\$0	\$43,895	83.1%
Fire	0	0	0	0	0	2,258	640	2,898	5.5%
Parks & Community Services	0	0	0	2,264	0	0	452	2,717	5.1%
Transportation	0	0	464	0	71	0	0	535	1.0%
Total Special Purpose Fund Proposals	\$0	\$0	\$464	\$3,279	\$43,966	\$2,258	\$2,854	\$52,821	100.0%
Percent of Total	0.0%	0.0%	0.9%	6.2%	83.2%	4.3%	5.4%	100.0%	

Net Special Purpose Funds	=	52,821
2020 Special Purpose Fund Reserves	+	19,096
Total Special Purpose Fund		71,917

Figures may not foot due to rounding.



Expenditure Summary

F. Capital Investment Funds

Capital Investment funds include the two funds that make up the city's CIP: the General CIP Fund and the Utilities CIP Fund. These figures are substantially different from those provided in Chapter 10 since they only represent the first two years of the seven-year CIP. Further, large fluctuations happen between bienniums due to project timelines and expenditure needs. These projects are primarily funded by taxes, intergovernmental contributions, and grants. See Figure 8b-3 for a detailed fund listing.

Figure 8b-15 displays the growth in the total appropriation for the **2019-2020 Preliminary Capital Investment Fund Budget by Department**. These funds collectively are showing an overall increase of 4.0 percent, with a net budget decrease of 4.3 percent, between the two bienniums.

The Utilities CIP increases substantially in 2019-2020. This is primarily attributable to numerous projects spending beyond what the Utilities CIP typically spends during a single biennium. Projects include the Advanced Metering Infrastructure Implementation, as well as the acquisition of land for a new operations facility.

Changes in transportation are primarily due to the timing of the Transportation Infrastructure Financing Innovation Act (TIFIA) loan in 2018.

The large increase in Fire is for the funding to acquire the land for Fire Station 10 as well as to begin design on Fire Station 5.

The increase in Civic Services is due to funding for facilities major maintenance being budgeted in the General CIP Fund beginning in the 2019-2020 biennium, including reserves. This is an accounting change to have the right type of costs in the right type of fund.

More information on changes for Capital Investment funds can be found in Chapter 10.



Expenditure Summary

Figure 8b-15
2019-2020 Preliminary Capital Investment Fund Budget by Department
\$000

Capital Investment Fund Budget	2017-2018 Amended Budget	2019-2020 Preliminary Budget	\$ Change	% Change
City Manager	\$987	\$0	-\$987	-100.0%
Civic Services	1,025	3,865	2,840	277.0%
Community Development	7,709	9,392	1,683	21.8%
Finance	41,467	45,830	4,362	10.5%
Fire	18,939	26,081	7,142	37.7%
Information Technology	2,147	2,300	153	7.1%
Parks & Community Services	30,480	31,976	1,496	4.9%
Transportation	149,788	102,745	-47,043	-31.4%
Utilities	80,721	131,179	50,458	62.5%
Reserves	163,513	180,863	17,350	10.6%
Total Capital Investment Fund	\$496,777	\$534,231	\$20,104	4.0%
<i>Double-Budgeting</i>	<i>34,270</i>	<i>67,170</i>	<i>32,900</i>	<i>96.0%</i>
<i>Reserves</i>	<i>163,513</i>	<i>180,863</i>	<i>17,350</i>	<i>10.6%</i>
Expenditures Net of Double-Budgeting and Reserves	\$298,994	\$286,198	-\$12,795	-4.3%

Figures may not foot due to rounding.



Expenditure Summary

Figure 8b-16 displays the **2019-2020 Preliminary Capital Investment Fund Budget by Outcome and Department**.

More information on changes for Capital Investment funds can be found in Chapter 10.

Figure 8b-16
2019-2020 Preliminary Capital Investment Funds Budget by Outcome and Department
 \$000

Capital Investment Funds	Economic Growth and Competitiveness	Healthy and Sustainable Environment	Improved Mobility and Connectivity	Quality Neighborhoods/ Innovative Vibrant and Caring Community	Responsive Government	Safe Community	Interfunds and Other Expenses	Total	%
Civic Services	\$0	\$0	\$0	\$0	\$3,665	\$200	\$0	\$3,865	1.2%
Community Development	3,662	170	2,000	3,560	0	0	0	9,392	3.0%
Finance	2,400	0	0	4,000	350	0	0	6,750	2.1%
Fire	0	0	0	0	0	26,081	0	26,081	8.3%
Information Technology	500	0	0	0	1,800	0	0	2,300	0.7%
Parks & Community Services	0	0	0	31,976	0	0	0	31,976	10.2%
Transportation	0	0	99,041	224	68	3,330	0	102,663	32.7%
Utilities	0	90,479	0	0	0	0	40,700	131,179	41.7%
Total Capital Investment Fund Proposals	\$6,562	\$90,649	\$101,041	\$39,760	\$5,883	\$29,611	\$40,700	\$314,206	100.0%
Percent of Total	2.1%	28.9%	32.2%	12.7%	1.9%	9.4%	13.0%	100.0%	

Debt Service (Finance)	+	39,162
Net Capital Investment Funds	=	353,368
2020 Capital Investment Fund Reserves	+	180,863
Total Capital Investment Funds		534,231

Figures may not foot due to rounding.



Expenditure Summary

G. Total Debt Information – Based on Statutory Limits

State law enables the City to issue debt for three general categories of use: General Government, Park and Open Space, and the Utility System. The debt issued in each category is limited to 2.5 percent of the City's assessed valuation (for a total limit of 7.5 percent). In addition, the State Constitution also allows for non-voted (councilmanic) debt limited to 1.5 percent of the City's assessed valuation, to be included within the General Government 2.5 percent limit. Such councilmanic debt can be funded by Property Taxes, but does not result in an increase to Regular Levy Property Taxes. Publicly-voted bonds (which exclude councilmanic debt) require a 60 percent majority approval for passage of a bond election and a total voter turnout of at least 40 percent of the total votes cast in the last general election. Publicly-voted bonds are funded by Voted Levy Property Taxes and the approval of these bonds results in an increase to Voted Levy Property Taxes.

Figure 8b-17 displays the City's estimated total policy and statutory debt limits as of January 1, 2019.

Figure 8b-17
Estimated Total Policy and Statutory Debt Limits as of January 1, 2019

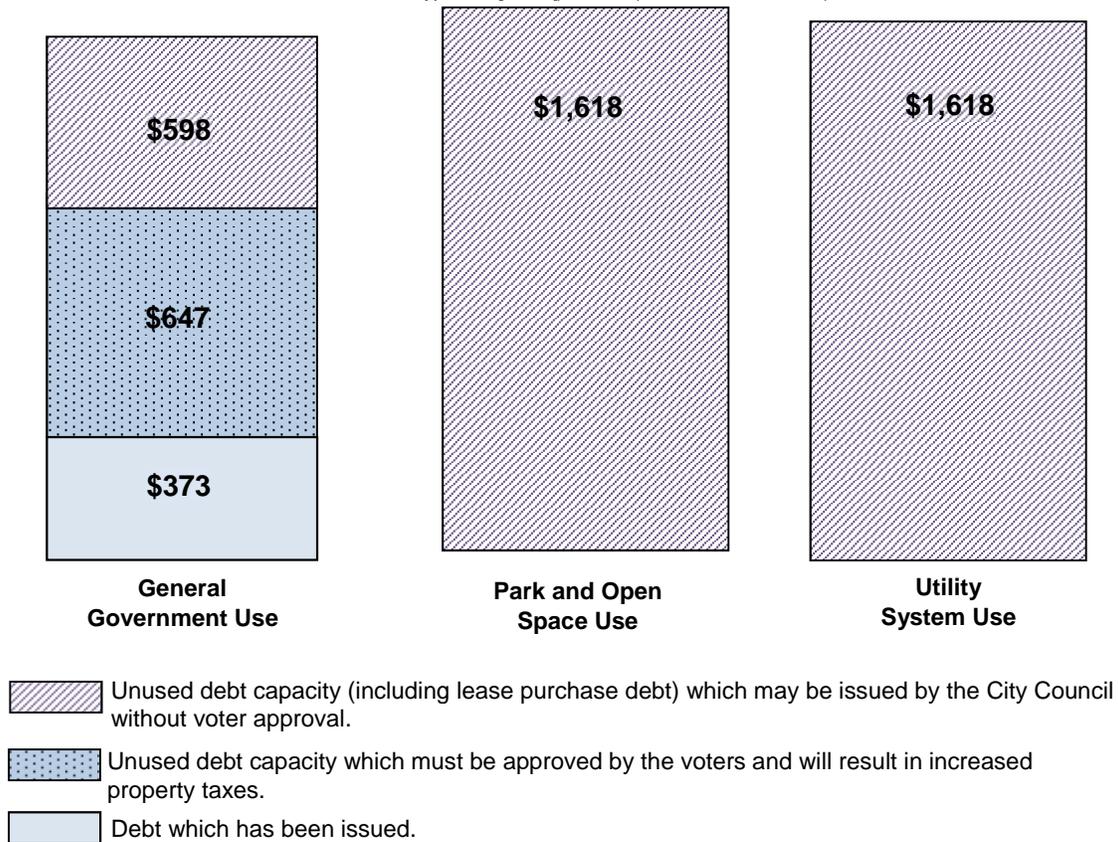
Type of Debt	% of Assessed Value (\$64.7B) as of January 1, 2019			Capacity Available (\$) as of January 1, 2019		
	Statutory Limitations	Policy Limitations	Policy Limit Available	Statutory Limitations	Policy Limitations	Policy Limit Available
General Purpose:	2.50%	1.75%	1.17%	1,617,518,479	1,132,262,935	759,414,897
Non-Voted (Councilmanic)	1.50%	1.00%	0.42%	970,511,087	647,007,392	274,159,354
Voted	1.00%	0.75%	0.75%	647,007,392	485,255,544	485,255,544
Parks and Open Space - Voted	2.50%	1.75%	1.75%	1,617,518,479	1,132,262,935	1,132,262,935
Utilities – Voted	2.50%	1.75%	1.75%	1,617,518,479	1,132,262,935	1,132,262,935
Revenue	No Limit	No Limit	No Limit	No Limit	No Limit	No Limit
Local Improvement District	No Limit	No Limit	No Limit	No Limit	No Limit	No Limit

Expenditure Summary

Figure 8b-18 exhibits by category the City's total general obligation debt capacity, the amount of debt issued, and the allocation of remaining debt capacity between voted and councilmanic limits. As of January 1, 2019, the City's remaining general government debt capacity is approximately \$1.24 billion, of which there is approximately \$647 million in voted capacity and \$598 million in councilmanic capacity. The approximate remaining debt capacity for park and open space use is \$1.62 billion and for utility system use is \$1.62 billion.

Figure 8b-18
Estimated Total Debt Capacity and Debt Issued
as of January 1, 2019
(\$ Millions)

Maximum Legal Capacity = \$64,701 x 0.025 = \$1,618





Expenditure Summary

Figure 8b-19 presents detailed information on the City’s General Obligation and Special Obligation Revenue Bond debt. For each debt issue, this figure lists the amount issued, the issue and maturity dates, interest rate, source of debt payment funding, and the debt service requirements included in the 2019-2020 Budget.

Figure 8b-19
NON-VOTED GENERAL OBLIGATION AND SPECIAL OBLIGATION REVENUE BOND DEBT INFORMATION
\$000

	Original Amount Issued	Issue Date	Final Maturity Date	Interest Rate	Source of Debt Service Funding	2019-2020 Debt Service Requirement	
						Principal	Interest
Non-Voted General Obligation (G.O.) Bonds:							
1995 Limited G.O.	\$5,140	1995	2025	5.15 - 5.80%	Hotel/Motel Taxes	\$376	\$1,144
2010 Limited GO Refunding (BCCA)	9,595	2010	2032	2.00 - 4.00%	Hotel/Motel Taxes	790	507
2010 Limited GO (Mobility Infrastructure Initiative)	11,825	2010	2030	2.00 - 5.00%	Sales Tax	1,090	638
2012 Limited GO Refunding (City Building)	55,875	2012	2039	2.00 - 5.00%	Sales Tax	3,790	4,584
2012B Limited GO Refunding (City Building)	43,185	2012	2043	2.00 - 5.00%	Sales Tax	130	3,771
2013 Limited G.O. (Sound Transit)	62,605	2013	2032	2.00 - 5.00%	Sales Tax	5,300	4,368
2013 Limited G.O. (Local Revitalization Financing)	7,800	2013	2037	2.00 - 5.00%	Sales Tax	455	540
2015 Limited G.O. Refunding (2006 City Building II)	3,295	2015	2026	3.00 - 5.00%	Sales Tax	590	245
2015 Limited G.O. Refunding (2008 Supplemental CIP)	7,855	2015	2027	3.00 - 5.00%	Sales Tax	1,350	615
2015 Limited G.O. Refunding (General CIP)	79,140	2015	2034	3.00 - 5.00%	Sales Tax	6,540	5,871
2015 Limited G.O. (BCCA Improvement)	7,645	2015	2034	3.00 - 5.00%	Hotel/Motel Taxes	635	581
	<u>\$293,960</u>					<u>\$21,046</u>	<u>\$22,865</u>
Special Obligation Revenue Bonds:							
1991 Bellevue Convention Center Authority, Series B ⁽¹⁾	\$21,120	1991	2019	5.70 - 7.20%	Hotel/Motel Taxes	\$672	\$7,130
1994 Bellevue Convention Center Authority Refunding ⁽¹⁾	13,749	1994	2025	5.60 - 6.60%	Hotel/Motel Taxes	1,047	5,403
Subtotal Special Obligation Revenue Bonds	<u>\$34,869</u>					<u>\$1,719</u>	<u>\$12,533</u>
Total Non-Voted G.O. and Special Obligation Revenue Bonds	<u><u>\$328,829</u></u>					<u><u>\$22,765</u></u>	<u><u>\$35,398</u></u>

⁽¹⁾ The Bellevue Convention Center Authority (BCCA) is a component unit of the City for financial reporting purposes. The Authority's special obligation revenue bonds are secured by Lease Purchase Rental payments from the City paid for with Hotel/Motel Tax revenues and other revenues of the City available without a vote of the City's electors.



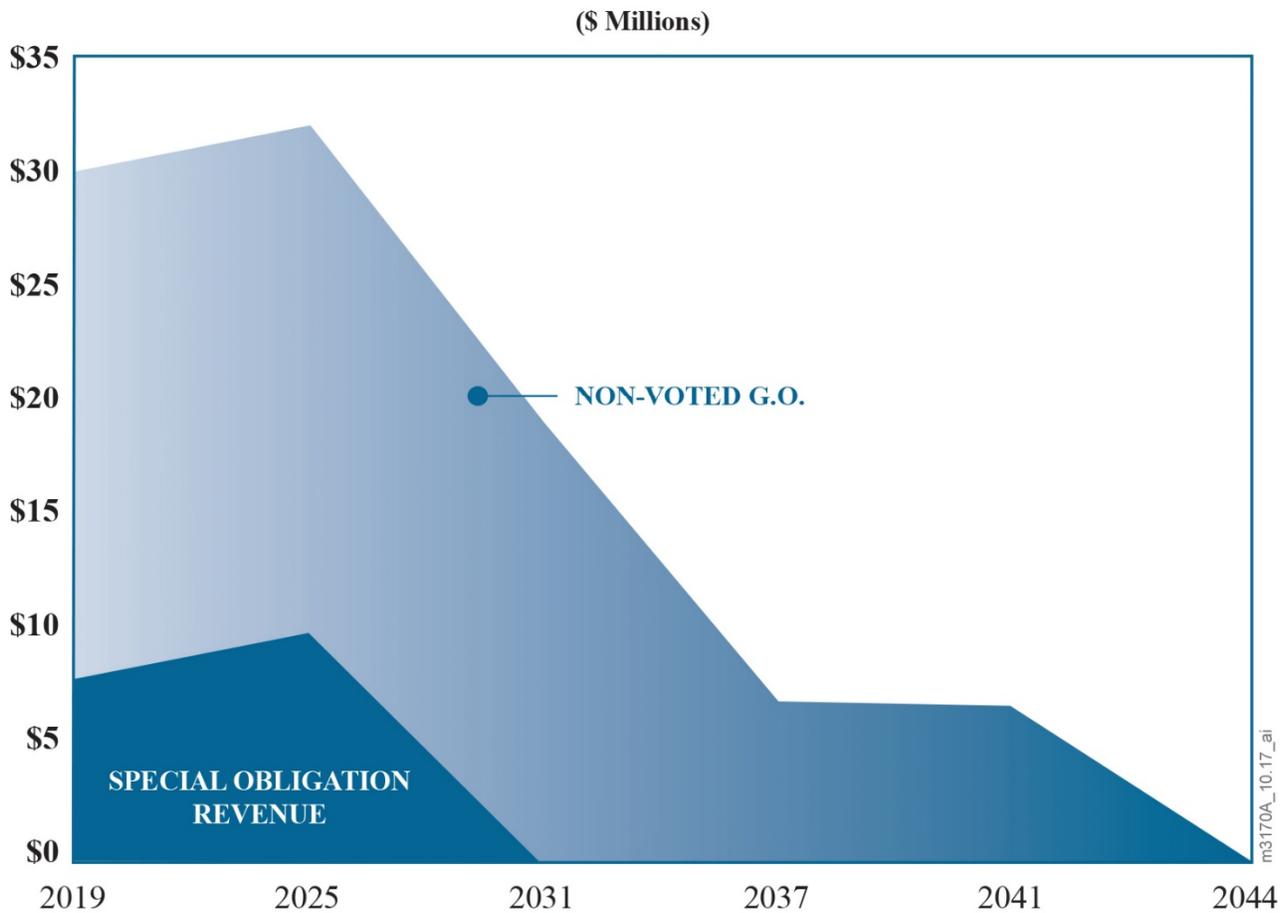
Expenditure Summary

Figure 8b-20 presents the annual debt service requirements for the City’s councilmanic (non-voted) and special obligation revenue debt through 2044. The 2019 debt service requirements are \$21.9 and \$8.0 million for councilmanic and special obligation revenue debt respectively. If no further debt is issued, the final debt payment for the councilmanic debt occurs in 2043. This graph shows the City’s annual debt service requirements decreasing over time.

Figure 8b-20

CITY BOND RATINGS

ANNUAL DEBT SERVICE REQUIREMENTS FOR EXISTING NON-VOTED GENERAL OBLIGATION and SPECIAL OBLIGATION REVENUE BONDS



On January 1, 2019 the City held the following bond ratings:

<u>Bond Type</u>	<u>Standard and Poor's</u>	<u>Moody's</u>
Unlimited Tax General Obligation	AAA	Aaa
Limited Tax General Obligation	AAA	Aaa



Preliminary Budget by Outcome

The following chapter provides a summary of the city's Operating and Special Purpose Fund Budgets by Outcome.

- Figure 9.1 – Operating Budget by Department and Outcome (excludes Capital, Reserves, and Interfunds)
- Figure 9.2 – General Fund by Department and Outcome
- Figure 9.3 – 2020 FTEs by Department and by Outcome

Additional detail is provided for each Outcome under the Tabs 9a through 9f:

1. **Outcome Overview**

This is a visual representation of the community-identified Outcome, including the factors and departments which contribute to that outcome.

2. **Strategic Outcome: Values and Success Factors**

This section summarizes the community values and the factors used by the 2017-2018 Results Team to rank and prioritize proposals.

3. **Strategic Outcome: Performance Results**

This section describes progress made toward achieving the Outcome. It also shares data and performance against target for Key Community Indicators and Key Performance Indicators.

4. **2017-2018 Cause and Effect Maps**

For reference only, the visual representation of the community-identified Outcome used in the 2017-2018 budget process.

5. **2019-2020 Preliminary Budget by Outcome – Ranking**

This table shows the total cost of each proposal in rank order for the Preliminary Budget and includes funding sources for each proposal. There is a rank of 0 if the proposal is new for the 2019-2020 Preliminary Budget.

6. **Preliminary Proposal Summary by Outcome**

This document provides a summary of each proposal in rank order and includes budget, FTE counts, and performance data for each proposal. There is a rank of 0 if the proposal is new for the 2019-2020 Preliminary Budget. Complete copies of all proposals are provided electronically on the City's Website at <https://bellevuewa.gov/budgets>.

2019-2020 Preliminary Budget Operating and Special Purpose Funds

Preliminary Budget by Outcome

Figure 9.1

<u>DepartmentName</u>	<u>Economic Growth and Competitiveness</u>	<u>Healthy and Sustainable Environment</u>	<u>Improved Mobility and Connectivity</u>	<u>Quality Neighborhoods /Innovative Vibrant and Caring Community</u>	<u>Responsive Government</u>	<u>Safe Community</u>	<u>Total</u>	<u>Pct</u>
City Attorney	-	-	-	-	14,762,032	2,483,895	17,245,927	2.10
City Clerk	-	-	-	-	5,041,314	-	5,041,314	0.61
City Council	-	-	-	-	998,643	-	998,643	0.12
City Manager	-	-	-	1,109,963	7,111,897	1,805,292	10,027,152	1.22
Civic Services	79,949	-	-	248,000	28,495,956	93,000	28,916,905	3.51
Community Council	-	-	-	-	9,115	-	9,115	0.00
Community Development	2,527,376	-	-	8,717,982	-	-	11,245,358	1.37
Development Services	10,598,849	-	-	1,809,819	11,024,989	13,379,296	36,812,953	4.47
Finance	23,362,900	-	-	-	61,120,114	-	84,483,014	10.27
Fire	1,170,220	-	-	231,217	557,395	93,340,519	95,299,351	11.58
Human Resources	-	-	-	-	65,438,588	-	65,438,588	7.95
Information Technology	-	-	-	-	23,773,656	-	23,773,656	2.89
Miscellaneous Non-Departme	-	-	-	-	6,026,832	2,236,139	8,262,971	1.00
Parks & Community Services	-	6,298,366	-	82,537,310	-	3,151,883	91,987,559	11.18
Police	-	-	-	-	263,723	84,895,552	85,159,275	10.35
Transportation	3,538,785	1,003,684	35,706,022	-	830,063	6,499,342	47,577,896	5.78
Utilities	1,219,969	204,773,184	-	1,503,477	1,357,989	1,773,703	210,628,322	25.60
Total Operating & Special Purpose Fund Proposals	42,498,048	212,075,234	35,706,022	96,157,768	226,812,306	209,658,621	822,907,999	100.00
Percent of Total	5.16	25.77	4.34	11.69	27.56	25.48	100.00	

Figures may not foot due to rounding.

2019-2020 Preliminary Budget Operating General Fund

Preliminary Budget by Outcome

Figure 9.2

<u>DepartmentName</u>	<u>Economic Growth and Competitiveness</u>	<u>Healthy and Sustainable Environment</u>	<u>Improved Mobility and Connectivity</u>	<u>Quality Neighborhoods /Innovative Vibrant and Caring Community</u>	<u>Responsive Government</u>	<u>Safe Community</u>	<u>Total</u>	<u>Pct</u>
City Attorney	-	-	-	-	5,037,736	2,483,895	7,521,631	2.09
City Clerk	-	-	-	-	5,041,314	-	5,041,314	1.40
City Council	-	-	-	-	998,643	-	998,643	0.28
City Manager	-	-	-	1,109,963	7,111,897	1,805,292	10,027,152	2.78
Civic Services	79,949	-	-	-	5,004,822	-	5,084,771	1.41
Community Council	-	-	-	-	9,115	-	9,115	0.00
Community Development	2,527,376	-	-	7,703,466	-	-	10,230,842	2.84
Finance	-	-	-	-	17,224,700	-	17,224,700	4.78
Fire	1,170,220	-	-	231,217	410,831	91,082,591	92,894,859	25.78
Human Resources	-	-	-	-	5,277,938	-	5,277,938	1.46
Miscellaneous Non-Departmental	-	-	-	-	6,026,832	2,236,139	8,262,971	2.29
Parks & Community Services	-	6,236,502	-	56,792,355	-	3,151,883	66,180,740	18.37
Police	-	-	-	-	263,723	84,895,552	85,159,275	23.63
Transportation	3,538,785	1,003,684	35,241,863	-	750,714	6,499,342	47,034,388	13.05
Total Operating General Fund Proposals	7,316,330	7,240,186	35,241,863	65,837,001	53,158,265	192,154,694	360,948,339	100.17
Percent of Total	2.03	2.01	9.76	18.24	14.73	53.24	100.00	

Figures may not foot due to rounding.

2020 FTE Comparison by Outcome and Department

Preliminary Budget by Outcome

Figure 9.3

<u>DepartmentName</u>	<u>Economic Growth and Competitiveness</u>	<u>Healthy and Sustainable Environment</u>	<u>Improved Mobility and Connectivity</u>	<u>Quality Neighborhoods /Innovative Vibrant and Caring Community</u>	<u>Responsive Government</u>	<u>Safe Community</u>	<u>Total</u>	<u>Pct</u>
City Attorney	-	-	-	-	18.75	8.00	26.75	1.93
City Clerk	-	-	-	-	15.75	-	15.75	1.14
City Council	-	-	-	-	7.00	-	7.00	0.51
City Manager	-	-	-	3.00	16.00	-	19.00	1.37
Civic Services	0.25	-	-	-	70.75	-	71.00	5.13
Development Services	35.90	-	-	6.50	27.70	44.90	115.00	8.32
Finance	-	-	-	-	47.50	-	47.50	3.43
Fire	3.00	-	-	1.00	1.00	246.00	251.00	18.15
Human Resources	-	-	-	-	16.80	-	16.80	1.21
Information Technology	-	-	-	-	61.00	-	61.00	4.41
Parks & Community Services	-	15.00	-	141.28	-	12.00	168.28	12.17
PCD	5.50	-	-	28.86	-	-	34.36	2.48
Police	-	-	-	-	-	232.00	232.00	16.78
Transportation	12.00	3.00	113.45	-	2.00	13.00	143.45	10.37
Utilities	4.60	158.15	-	0.95	5.03	5.27	174.00	12.58
Total Operating & Special Purpose Fund Proposals	61.25	176.15	113.45	181.59	289.28	561.17	1,382.89	100.00
Percent of Total	4.43	12.74	8.20	13.13	20.92	40.58	100.00	

Figures may not foot due to rounding.

OUTCOME OVERVIEW

Economic Growth and Competitiveness 2019-2020

COMMUNITY VALUES

A community that grows in ways that add value to our quality of life and create opportunities for economic prosperity for all.

A business environment that is competitive, supports entrepreneurs and creates jobs.

SUPPORTED AREAS OF THE COUNCIL VISION

- Economic Development
- Regional Leadership and Influence
- Achieving Human Potential
- Great Place Where You Want to Be

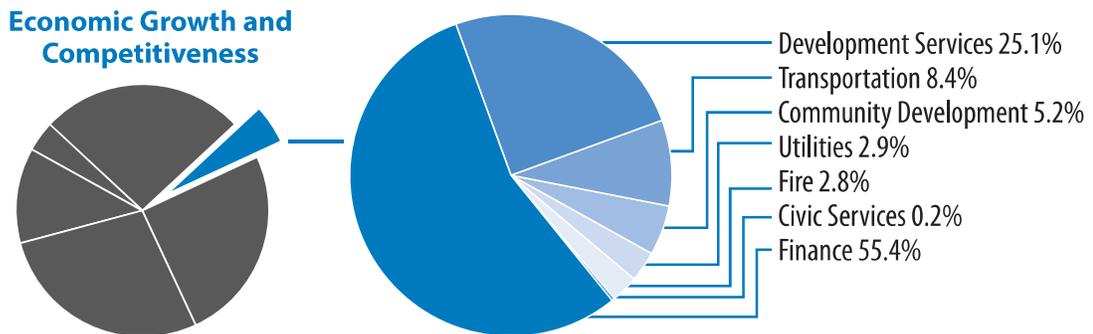
SUCCESS FACTORS

*Economic Development
Community Development
Infrastructure Development
Workforce Development*

PERFORMANCE INDICATORS

*Community opinion of city planning ability and the business environment
Operational data on development services, jobs capture, growth, and tax rates*

SUPPORTING DEPARTMENTS



Strategic Outcome: Economic Growth and Competitiveness **—Values and Success Factors—**

Community Values:

As a community, Bellevue welcomes growth that adds value to our quality of life and enhances opportunities for economic prosperity. Growth increases the city's tax base, enabling us to maintain its attractiveness and its community programs. The city understands the importance of a business environment that makes us competitive in retaining and attracting businesses, assists entrepreneurs in creating jobs, and supports community prosperity.

Factors that Contribute to Success:

City staff formed a Results Team for each outcome and ranked submitted budget proposals. The rankings were based on how the proposal achieved the results of the outcome. The rankings from the 2017-2018 Result Teams were used again for the 2019-2020 budget process. The factors and subfactors for Economic Growth and Competitiveness are:

Economic Development

- Attract National and International Businesses
- Existing Business and Industry Retention
- Assistance to Small Businesses and Startups
- Regional Leader in Commerce
- Diverse Retail and Tourism
- City Brand and Reputation
- Tax Policies and Programs

Infrastructure Development

- Development Processes
- Plan Intentionally for Growth
- Infrastructure for Transportation, Communications and Utilities
- Multi-Modal Mobility Systems and Choices
- Zoning and Site Development

Community Development

- Affordable Housing Choices
- Arts and Culture
- Well-Kept Neighborhoods and Public Space
- Sense of Community
- Public Safety

Workforce Development

- Living-Wage Jobs Opportunities
- Opportunities for Education, Innovation, and Research
- Training, Internships, Apprenticeships, and Volunteer Programs
- Diverse Employment Portfolio

Strategic Outcome: Economic Growth and Competitiveness —Performance Results—

Are We Achieving Results that Matter?

Resident opinion of Bellevue’s economic growth and competitiveness remain consistently high. A significant majority of residents feel that the city is doing a good job of planning for growth. Nearly eight in ten residents agreed that the city is doing a good job of creating a competitive business environment. In 2017, Bellevue had the second highest taxable retail sales in the four-county region of nearly 7.9 billion dollars. For the second year in a row, however, Bellevue's rate of growth in taxable retail sales (TRS) was lower than the rate of growth for the region as a whole. From 2016 to 2017, TRS in Bellevue grew by 5.9 percent, about 0.3 percentage points below the statewide growth rate of 6.2 percent.

Key Community Indicators: Economic Growth and Competitiveness	2014 Results	2015 Results	2016 Results	2017 Results
% of residents who feel that the city is doing a good job of planning for growth in ways that will add value to their quality of life	75%	76%	74%	72%
% of residents who agree that the city is doing a good job helping to create a business environment that is competitive, supports entrepreneurs, creates jobs, and supports the economic environment of the community	81%	81%	83%	79%

Key Performance Indicators	2015 Results	2016 Results	2017 Results	2017 Target
Percent of region’s job growth captured within Bellevue since 2000	6.3%	6.3%	5.9%	at least 6.7%
Bellevue retail sales and use tax growth rate compared to regional growth rate	1.7%	-1.1%	0.27%	at least 1%
Employment rate of Bellevue residents compared to regional employment rate	1.1%	1.0%	0.8%	0%
Percent change in B&O tax revenue	3.6%	5.0%	11.34%	N/A

Cause & Effect Map

2
0
1
7
-
2
0
1
8



Economic Growth & Competitiveness

As a community, Bellevue values...

- A community that grows in ways that add value to our quality of life and create opportunities for economic prosperity for all.
- A business environment that is competitive, supports entrepreneurs and creates jobs.



Council Vision - Strategic Target Areas

Primary Strategic Target Area: Economic Development
Secondary Strategic Target Areas: Regional Leadership and Influence; Achieving Human Potential; Great Place Where You Want to Be

Factors:

Economic Development

- Attract National and International Businesses
- Existing Business and Industry Retention
- Assistance to Small Businesses and Startups
- Regional Leader in Commerce
- Diverse Retail & Tourism
- City Brand and Reputation
- Tax Policies and Programs

Infrastructure Development

- Development Processes
- Plan Intentionally for Growth
- Infrastructure for Transportation, Communications and Utilities
- Multi-Modal Mobility Systems & Choices
- Zoning & Site Development

Community Development

- Affordable Housing Choices
- Arts & Culture
- Well-Kept Neighborhoods and Public Spaces
- Sense of Community
- Public Safety

Workforce Development

- Living-Wage Jobs Opportunities
- Opportunities for Education, Innovation and Research
- Training, Internships, Apprenticeships and Volunteer Programs
- Diverse Employment Portfolio

Key Community Indicators:

- Percent of residents who feel the City is doing a good job of planning for growth that adds value to their quality of life
- Percent of businesses that rate Bellevue as a better place to operate a business than other cities

Key Performance Indicators:

- Percent of customers rating inspection or review services as very good or good
- Employment growth rate by sector
- Jobs in Bellevue as a percent of total regional jobs
- Change in Taxable Retail Sales (TRS) per capita
- Employment rate of Bellevue citizens compared with the regional rate

Preliminary Budget by Outcome

Proposal Sheet 2019-2020

Outcome: **Economic Growth and Competitiveness**

The 2017-2018 Results Team evaluated and ranked each proposal submitted by departments in order of funding priority. The results of their work is displayed in the table below. There is a rank of 0 if the proposal is new for the 2019-2020 Preliminary Budget. The proposals are summarized in the Proposal Summaries by Outcome within this section.

Rank	Dept*	Proposal #	Proposal Title	Proposal Type**	Council Priority	2019-2020		Funding Source***
						2020 FTE	Budgeted Expenditure	
1	CD	115.15DA	CEVO Core Program & Strat Implementation: LTE conversion	N		2.00	\$497,046	General
1	CD	115.15NA	CEVO Core Program & Strategy Implementation	E	●	3.50	\$2,030,330	General
2	DS	110.03NA	Development Services Review Services	E		54.75	\$16,070,277	DS, General, Utilities
3	TRANS	130.500DA	Franchise and Data Telecommunications Program Manager	N	●	1.00	(\$1,180)	General
3	TRANS	130.500PA	Franchise and Data Telecommunications Program Manager	E	●	0.00	\$306,777	General
4	FIN	060.10NA	Bellevue Convention Center Authority (BCCA) Operations	E		0.00	\$23,362,900	HMT
5	TRANS	130.17NA	Downtown Parking Enforcement	E		0.00	\$231,898	General
Total:						61.25	\$42,498,048	

***Department Abbreviations**

Acronym	Department Name
CD	Community Development
DS	Development Services
FIN	Finance
TRANS	Transportation

Economic Growth and Competitiveness	
Total Outcome Appropriation matches Figure 8b-5	
\$000	
Operating and Special Purpose	\$42,498
Capital (from Figure 8b-16)	\$6,562
Total Outcome Appropriation	\$49,060

****Proposal Type**

E = Existing - same service level as previous biennium
 N = New - entirely new proposal

*****Funding Source**

Additional fund information can be found in Department pages and Appendix F.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Economic Growth and Competitiveness

115.15DA

Title: CEVO Core Program & Strat Implementation: LTE conversion

Ranking

Department: Community Development

	2019	2020
Budget:	\$242,428	\$254,618
FTE:	2.00	2.00

1

The Culture and Economic Vitality Office (CEVO) is a blending of the Office of Economic Development and the Office of Cultural Affairs to develop and implement a workplan that cultivates Bellevue’s talent, fosters its cultural resources and creative economy and provides opportunity and jobs for the Bellevue and the greater Seattle region. CEVO is requesting to convert the LTE position, the Economic Development Economic Development Assistant, to a FTE. The FTE would support both core programming, marketing and outreach expertise and serve as a “startup advocate” to strengthen development of the Startup 425 initiative, as well as support the new placemaking initiative.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Percent of residents who view Bellevue as a visionary community in which creativity is fostered.	Years	79%	68%	85%	50%	52%
Annual percent increase of total Bellevue jobs	Years	0.53%	1.43%	1.85%	1.85%	1.85%
Percent change in B&O tax revenues	Years	3.79%	11.34%	4%	4%	4%
Percent of residents who believe they have sufficient access to arts and cultural activities in Bellevue	Months	N/A	N/A	50%	50%	52%
Percent of residents and businesses who would recommend Bellevue as a vibrant arts and cultural destination	Years	N/A	N/A	50%	50%	52%
Percent increase in operating budgets of community cultural organizations that received grants from the City	Months	N/A	N/A	1%	1%	1%
Percent of businesses that believe Bellevue is a “somewhat” or “significantly” better place to operate a business	Months	N/A	75%	70%	70%	70%

115.15NA

Title: CEVO Core Program & Strategy Implementation

Ranking

Department: Community Development

	2019	2020
Budget:	\$997,045	\$1,033,285
FTE:	3.50	3.50

1

The Culture and Economic Vitality Office (CEVO) is a blending of the Office of Economic Development and the Office of Cultural Affairs to develop and implement a workplan that cultivates Bellevue’s talent, fosters its cultural resources and creative economy and provides opportunity and jobs for the Bellevue and the greater Seattle region. The operational proposal for CEVO Core Program and Strategy Implementation is to continue to support activities focused on business attraction, business retention and expansion (BRE), Next Generation Bellevue and the Arts. Requested resources include funding to support previous staffing levels at 3.5 FTEs, plus 1.0 LTE to support programs that aligns with the Council adopted Economic Development Plan of 2014, the Creative Edge Strategy, and Council Priorities for 2018-2020.

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Economic Growth and Competitiveness

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Percent of residents who view Bellevue as a visionary community in which creativity is fostered.	Years	79%	68%	85%	50%	52%
Annual percent increase of total Bellevue jobs	Years	0.53%	1.43%	1.85%	1.85%	1.85%
Percent change in B&O tax revenues	Years	3.79%	11.34%	4%	4%	4%
Percent of residents who believe they have sufficient access to arts and cultural activities in Bellevue	Months	N/A	N/A	50%	50%	52%
Percent of residents and businesses who would recommend Bellevue as a vibrant arts and cultural destination	Years	N/A	N/A	50%	50%	52%
Percent increase in operating budgets of community cultural organizations that received grants from the City	Months	N/A	N/A	1%	1%	1%
Percent of businesses that believe Bellevue is a "somewhat" or "significantly" better place to operate a business	Months	N/A	75%	70%	70%	70%

110.03NA

Ranking

2

Title: Development Services Review Services

Department: Development Services

	<u>2019</u>	<u>2020</u>
Budget:	\$7,855,160	\$8,215,117
FTE:	54.75	54.75

Development Services (DS) reviews designs and applications for private and public development projects for conformance with adopted local, state, and national codes. DS issues 12,000 to 15,000 permits per year that contribute to the economic prosperity of the City. The goals of development review are to ensure that buildings are safe, land uses and project designs are consistent with the community vision, the environment is protected, traffic impacts are managed, and developer-built utilities and other infrastructure meet the city's standards. DS strives to be a regional leader by providing clear, predictable comprehensive and innovative services for our customers to create safe buildings and a thriving community.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Percentage of DS permits applied for online	Years	75%	80%	85%	85%	85%
Percentage of permits meeting their First Review Decision timelines target	Years	61%	61%	80%	80%	80%
Percentage of online permits successfully screened for completeness within 2 business days	Years	86%	84%	95%	95%	95%
Average number of revisions cycle per permit application	Years	4	4	3	3	3

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Economic Growth and Competitiveness

130.500DA **Title:** Franchise and Data Telecommunications Program Manager

Ranking **Department:** Transportation

3

	2019	2020
Budget:	(\$1,094)	(\$86)
FTE:	1.00	1.00

This proposal provides for the continued coordination of franchise and data telecom Right of Way Agreements, leases, and non-city utility agreements the City is engaged in or currently developing, including “small cell” Master Lease Agreements aligned with Smart City connectivity strategies. An LTE, approved in the last budget is the main proposal resource and conversion to FTE is critical. It will be funded through sustainable revenues produced by small cell agreements. Responsibilities include tracking and managing leases, City Right of Way Agreements and Franchises to provide better data/telecom and utility services to the businesses and residents of Bellevue. The program is coordinated with IT in developing agreements capturing changes in telecommunications technology, integrating technologies into Transportation facilities, compliance with FCC regulations and permit processes. The work has significant interdepartmental coordination with other City departments (CMO, CAO, ITD, DS).

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Number of Agreements managed	Years	N/A	N/A	30	95	195
Agreements Renewed on time	Years	N/A	N/A	5	5	5
New Agreements processed	Years	N/A	N/A	3	80	100
Fees collected	Years	N/A	N/A	\$200,000	\$247,000	\$524,680

130.500PA **Title:** Franchise and Data Telecommunications Program Manager

Ranking **Department:** Transportation

3

	2019	2020
Budget:	\$151,420	\$155,357
FTE:	0.00	0.00

This proposal provides for limited term continued coordination of franchise and data telecom Right of Way Agreements, leases, and non-city utility agreements the City is engaged in or currently developing, including “small cell” Master Lease Agreements aligned with Smart City connectivity strategies. This proposal reflects continuation of the LTE position, which will expire July 31, 2020 or earlier. Responsibilities of this position include tracking and managing leases, City Right of Way Agreements and Franchises to provide better data/telecom and utility services to the businesses and residents of Bellevue. The program is coordinated with IT in developing agreements capturing changes in telecommunications technology, integrating technologies into Transportation facilities, compliance with FCC regulations and permit processes. The work has significant interdepartmental coordination with other City departments (CMO, CAO, ITD, DS).

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Number of Agreements managed	Years	N/A	N/A	30	95	195
Agreements Renewed on time	Years	N/A	N/A	5	5	5
New Agreements processed	Years	N/A	N/A	3	80	100
Fees collected	Years	N/A	N/A	\$200,000	\$247,000	\$524,680

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Economic Growth and Competitiveness

060.10NA

Title: Bellevue Convention Center Authority (BCCA) Operations

Ranking

Department: Finance

	2019	2020
Budget:	\$11,406,350	\$11,956,550
FTE:	0.00	0.00

4

This proposal provides 100% of transient occupancy tax (approximately \$27 million in the 2019-2020 biennium) for the continuing support of and partnership with the Bellevue Convention Center Authority (BCCA) to promote business and tourism. BCCA fulfills its mission by supporting the operations of the Meydenbauer Convention Center. Meydenbauer Convention Center serves as an economic engine to the community. Their activities bring people into the City which provides for increased transient occupancy tax (TOT), sales, and business and occupation (B&O) tax revenues. Additionally, they provide a facility for community events and performing arts while maintaining a nearly self-supporting status.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> Actual	<u>2017</u> Actual	<u>2018</u> Target	<u>2019</u> Target	<u>2020</u> Target
Meydenbauer Center - Dollar of Economic Impact Generated (\$m)	Years	\$62.00	\$58.40	\$63.90	\$65.80	\$67.70
Meydenbauer Center - Operating Revenue	Years	\$9.80	\$10.20	\$10.60	\$10.90	\$11.20
Meydenbauer Center - Operating Coverage Ratio	Years	103%	100%	99%	99%	99%
Meydenbauer Center - Number of room nights generated by operations (thousands)	Years	35	49.8	38.5	39.7	40.8
Meydenbauer Center - Number of events (Operations & Theatre)	Years	336	367	354	365	376
Theatre days booked	Years	259	230	237	244	251
Customer Service Rating: Overall quality of service rated good and excellent	Years	86%	85%	88%	88%	88%
Customer Service Rating: overall courtesy of Meydenbauer Center staff	Years	94%	93%	95%	95%	95%

130.17NA

Title: Downtown Parking Enforcement

Ranking

Department: Transportation

	2019	2020
Budget:	\$114,461	\$117,437
FTE:	0.00	0.00

5

This proposal will continue to provide enforcement for on-street parking in the downtown. Short-term on-street parking in the downtown creates turnover in parking spaces, thus increasing the overall parking availability for retail customers and general downtown visitors, a goal of the Downtown Subarea Plan. This proposal includes the funding needed to hire a contractor to provide enforcement services. The staffing and administration necessary to support this proposal are provided through the Traffic Engineering and Safety proposal. The service level in this proposal may be lowered in 2020 depending on proposals received for a new parking enforcement contract. The existing contract expires in 2020 and the new contract to maintain existing service level may be more than the inflationary adjustment provided in this status quo proposal.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Economic Growth and Competitiveness

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Overtime parking infractions	Years	1,197	1,443	1,600	1,600	1,600
Safety related infractions	Years	3,323	3,450	3,600	3,600	3,600
# Downtown parking spaces available	Years	343	372	380	385	400
Downtown parking complaints received/responded	Years	278	241	250	250	250

Total:

	<u>2019</u>	<u>2020</u>
Budget:	\$20,765,770	\$21,732,278
FTE:	61.25	61.25

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

OUTCOME OVERVIEW

Healthy and Sustainable Environment 2019-2020

COMMUNITY VALUES

Services and infrastructure that reliably ensure public health and protect the environment.

Stewardship and education that sustain a healthy environment for current and future generations.

A healthy natural environment that supports biodiversity.

A nature experience in which to live, work, learn and play.

SUPPORTED AREAS OF THE COUNCIL VISION

- High-Quality Built and Natural Environment
- Regional Leadership
- High-Performance Government

SUCCESS FACTORS

Built Environment

Natural Environment

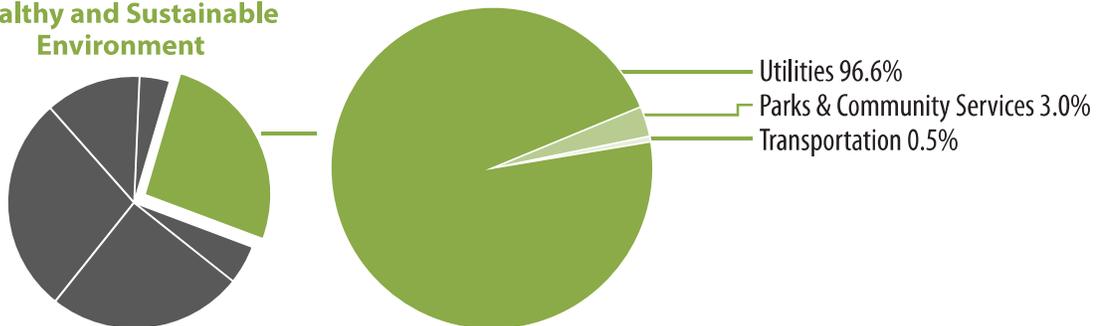
PERFORMANCE INDICATORS

Resident opinion of utilities services and the natural environment

Operational data on regulatory compliance, utilities systems performance, waste reduction, greenhouse gas emissions, and tree canopy

SUPPORTING DEPARTMENTS

Healthy and Sustainable Environment



Strategic Outcome: Healthy and Sustainable Environment **—Values and Success Factors—**

Community Values:

As a community, Bellevue values a natural experience in which to live, work and play; a healthy natural environment that supports healthy living for current and future generation; and an environment that supports personal health and well-being.

Bellevue’s unique natural environment plays an integral role in the history and culture of the city. Access to and interaction with the natural environment enhances resident well-being. A healthy and sustainable environment refers to living collectively, abundantly, and perpetually with finite resources. In an urban setting, sustainable approaches include the efficient use of resources through conservation, reuse, and recycling.

Factors that Contribute to Success:

City staff formed a Results Team for each outcome and ranked submitted budget proposals. The rankings were based on how the proposal achieved the results of the outcome. The rankings from the 2017-2018 Result Teams were used again for the 2019-2020 budget process. The factors and subfactors for Healthy and Sustainable Environment are:

Built Environment

- Reliable and Efficient Water Management
- Responsible Solid Waste Management
- Sustainable Building Practices
- Renewable Clean Energy

Natural Environment

- Clean Air
- Clean Water
- Healthy and Quality Open Spaces
- Stewardship and Education

Strategic Outcome: Healthy and Sustainable Environment —Performance Results—

Are We Achieving Results that Matter?

Key Community Indicator results remain high. Nine in ten residents agreed that Bellevue offers ample opportunities for themselves and their families to experience nature. Results related to Bellevue’s creation of a healthy natural environment dipped in 2017 after remaining steady for the previous three years. Targets were met or exceeded in nearly all Key Performance Indicators, with wastewater overflow events occurring at a rate just outside of the target.

Key Community Indicators: Healthy and Sustainable Environment	2014 Results	2015 Results	2016 Results	2017 Results
% of residents who agree or strongly agree that Bellevue offers them and their family opportunities to experience nature where they live, work, and play	88%	92%	89%	90%
% of residents who agree or strongly agree that Bellevue is doing a good job of creating a healthy natural environment that supports healthy living for current and future generations	87%	87%	88%	82%
% of residents who agree or strongly agree that Bellevue's environment supports their personal health and well-being	90%	93%	88%	84%

Key Performance Indicators	2015 Results	2016 Results	2017 Results	2017 Target
Number of unplanned water service interruptions per 1,000 customer accounts	1.88	1.83	1.81	no more than 3
Wastewater overflow events per 100 miles of pipe	2.29	3.97	4.51	no more than 4
Percentage of days per year in compliance with state and federal drinking water regulations	100%	100%	100%	at least 100%

Cause & Effect Map

2
0
1
7
-
2
0
1
8



Healthy & Sustainable Environment

As a community, Bellevue values...

- Services and infrastructure that reliably ensure public health and protect the environment.
- Stewardship and education that sustain a healthy environment for current and future generations.
- A healthy natural environment that supports biodiversity.
- A nature experience in which to live, work, learn and play.



Council Vision – Strategic Target Areas

- **High Quality Built and Natural Environment**
“Bellevue has it all”
- **Regional Leadership**
“Bellevue will lead, catalyze, and partner with our neighbors throughout the region.”
- **High Performance Government**
“Bellevue is characterized by high performance government.”

Factors:

Built Environment

- Reliable and Efficient Water Management
- Responsible Solid Waste Management
- Sustainable Building Practices
- Renewable Clean Energy

Natural Environment

- Clean Air
- Clean Water
- Healthy and Quality Open Spaces
- Stewardship and Education

Key Community Indicators:

- % of residents who agree the City of Bellevue provides, water, sewer, and wastewater services and infrastructure that reliably ensure public health and protect the environment.
- % of residents who agree that Bellevue is doing a good job of creating a healthy natural environment that supports healthy living for current and future generations.
- % of residents who agree that Bellevue’s environment supports their personal health and well-being.
- % of residents who agree that Bellevue offers them opportunities to experience nature where they live, work, and play.

Key Performance Indicators:

- % of days/year in compliance with state and federal drinking water regulations
- Compliant with citywide NPDES permit requirements
- Sewer system overflows per 1,000 customer accounts caused by system failures
- Unplanned water service interruptions per 1,000 customer service accounts
- % of total waste recycled or composted as captured in the City’s solid waste collection contract
- % change in greenhouse gas emissions
- % change in citywide tree canopy

Preliminary Budget by Outcome

Proposal Sheet 2019-2020

Outcome: **Healthy and Sustainable Environment**

The 2017-2018 Results Team evaluated and ranked each proposal submitted by departments in order of funding priority. The results of their work is displayed in the table below. There is a rank of 0 if the proposal is new for the 2019-2020 Preliminary Budget. The proposals are summarized in the Proposal Summaries by Outcome within this section.

Rank	Dept*	Proposal #	Proposal Title	Proposal Type**	Council Priority	2019-2020		Funding Source***
						2020 FTE	Budgeted Expenditure	
0	UTIL	140.69DA	Advanced Metering Infrastructure Implementation	N	●	0.00	\$1,033,347	Utilities
1	UTIL	140.13NA	Water Mains and Service Lines Repair Program	E		10.65	\$3,598,960	Utilities
2	UTIL	140.15DA	Coal Creek Utility District Reservoir Coating	N		0.00	\$750,000	Utilities
2	UTIL	140.15PA	Water Pump Station, Reservoir and PRV Maintenance Program	E		3.70	\$2,184,771	Utilities
3	UTIL	140.26PA	Water Quality Regulatory Compliance and Monitoring Programs	E		3.30	\$1,694,258	Utilities
4	Parks	100.09NA	Natural Resource Management	E		15.00	\$6,298,366	General, LPRF, Restricted Gen
5	UTIL	140.30NA	Solid Waste Management, Waste Prevention, and Recycling	E		3.30	\$2,046,504	Utilities
6	UTIL	140.61NA	Utilities Water Supply Purchase and Sewage Disposal	E		0.50	\$111,481,735	Utilities
7	UTIL	140.25NA	Utilities Telemetry and Security Systems	E		3.80	\$1,437,067	Utilities
8	UTIL	140.33DA	Utilities Customer Service and Billing Personnel Request	N		0.25	\$37,285	Utilities
8	UTIL	140.33PA	Utilities Customer Service and Billing	E		8.50	\$3,357,109	Utilities
9	UTIL	140.14NA	Water Distribution System Preventive Maintenance Program	E		6.85	\$1,746,645	Utilities
10	UTIL	140.21NA	Sewer Pump Station Maintenance, Operations and Repair Program	E		5.95	\$2,119,415	Utilities
11	UTIL	140.18NA	Sewer Mains, Laterals and Manhole Repair Program	E		7.00	\$2,219,791	Utilities
12	UTIL	140.01NA	Capital Project Delivery	E		28.91	\$9,117,221	Utilities
13	TRANS	130.26NA	Street Cleaning (Sweeping)	E		3.00	\$1,003,684	General, Utilities
14	UTIL	140.22NA	Storm and Surface Water Repair and Installation Program	E		4.65	\$2,072,378	Utilities
15	UTIL	140.44NA	Utility Locates Program	E		3.40	\$764,249	Utilities
16	UTIL	140.11NA	Utility Asset Management Program	E		5.00	\$1,395,753	Utilities

Preliminary Budget by Outcome

Proposal Sheet 2019-2020

Outcome: **Healthy and Sustainable Environment**

The 2017-2018 Results Team evaluated and ranked each proposal submitted by departments in order of funding priority. The results of their work is displayed in the table below. There is a rank of 0 if the proposal is new for the 2019-2020 Preliminary Budget. The proposals are summarized in the Proposal Summaries by Outcome within this section.

Rank	Dept*	Proposal #	Proposal Title	Proposal Type**	Council Priority	2019-2020		Funding Source***
						2020 FTE	Budgeted Expenditure	
17	UTIL	140.20NA	Sewer Mainline Preventive Maintenance Program	E		8.30	\$2,269,720	Utilities
18	UTIL	140.17NA	Water Service Installation and Upgrade Program	E		1.00	\$592,467	Utilities
19	UTIL	140.45DA	Utility Water Meter Reading	E		6.00	\$1,249,479	Utilities
20	UTIL	140.24NA	Storm & Surface Water Preventive Maintenance Program	E		11.75	\$4,101,625	Utilities
21	UTIL	140.63NA	Utility Planning and Systems Analysis	E		6.09	\$2,740,035	Utilities
23	UTIL	140.42NA	Utilities Department Management and Support	E		4.00	\$1,736,508	Utilities
24	UTIL	140.34NA	Utility Taxes and Franchise Fees	E		0.00	\$30,543,281	Utilities
25	UTIL	140.19NA	Sewer Condition Assessment Program	E		4.45	\$1,258,899	Utilities
26	UTIL	140.37NA	Cascade Regional Capital Facility Charges	E		0.00	\$4,558,115	Utilities
27	UTIL	140.49NA	Fiscal Management	E		5.50	\$1,655,787	Utilities
28	UTIL	140.31DA	Storm and Surface Water Pollution Prevention	E		1.55	\$791,566	Utilities
29	UTIL	140.60NA	Utilities Computer and Systems Support	E		5.50	\$2,922,279	Utilities
31	UTIL	140.32NA	Water Systems and Conservation	E		0.25	\$237,111	Utilities
32	UTIL	140.23DA	Expanded Storm and Surface Water Condition Assessment Program	N		0.00	\$145,578	Utilities
32	UTIL	140.23PA	Storm and Surface Water Infrastructure Condition Assessment	E		1.20	\$620,419	Utilities
33	UTIL	140.16NA	Water Meter Repair and Replacement Program	E		2.25	\$916,625	Utilities
34	UTIL	140.27DA	Private Utility Systems Maintenance Programs	E		4.55	\$1,377,202	Utilities
Total:						176.15	\$212,075,234	

Preliminary Budget by Outcome Proposal Sheet 2019-2020

Outcome: **Healthy and Sustainable Environment**

The 2017-2018 Results Team evaluated and ranked each proposal submitted by departments in order of funding priority. The results of their work is displayed in the table below. There is a rank of 0 if the proposal is new for the 2019-2020 Preliminary Budget. The proposals are summarized in the Proposal Summaries by Outcome within this section.

Rank	Dept*	Proposal #	Proposal Title	Proposal Type**	Council Priority	2020 FTE	2019-2020 Budgeted Expenditure	Funding Source***
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***Department Abbreviations**

Acronym	Department Name
Parks	Parks & Community Services
TRANS	Transportation
UTIL	Utilities

****Proposal Type**

E = Existing - same service level as previous biennium

N = New - entirely new proposal

*****Funding Source**

Additional fund information can be found in Department pages and Appendix F.

Healthy and Sustainable Environment	
Total Outcome Appropriation matches Figure 8b-5	
\$000	
Operating and Special Purpose	\$212,075
Capital (from Figure 8b-16)	\$90,649
Total Outcome Appropriation	\$302,724

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Healthy and Sustainable Environment

140.69DA

Title: Advanced Metering Infrastructure Implementation

Ranking

Department: Utilities

		<u>2019</u>	<u>2020</u>
Budget:		\$503,703	\$529,644
FTE:		0.00	0.00

0

This proposal outlines the implementation plan for Advanced Metering Infrastructure (AMI) (CIP projects W-108 and S-108), which was approved by Council as part of the 2017-2023 CIP. All new resources being requested within this proposal will be funded within the approved AMI CIP project plan.

The Utilities Department currently employs 6.0 FTE Meter Reading positions. As AMI is implemented in 2019/2020, there will be a need to temporarily ramp up staffing resources. Specifically, this effort will include hiring six (6) limited term employees (LTEs) over the length of the implementation period, expected to last through December 2020.

Once AMI is fully implemented, the requested six LTEs and three of the six existing FTE meter reader positions will be eliminated. Additionally, of the three remaining meter reader FTE positions in 2021, one position will be repurposed for a data analyst to support the necessary data analytics as part of AMI.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Utilities: Water distribution system - water loss percentage (most recent year)	Years	4%	7.80%	6%	6%	6%
Utilities: Number of Water Leak Billing Adjustments	Years	194	196	200	200	200

140.13NA

Title: Water Mains and Service Lines Repair Program

Ranking

Department: Utilities

		<u>2019</u>	<u>2020</u>
Budget:		\$1,762,904	\$1,836,056
FTE:		10.65	10.65

1

Bellevue Utilities provides water service to Bellevue, Clyde Hill, Medina, Yarrow Point, and Hunts Point. The water repair program’s primary objective is to fix system breaks, stop leaks, protect drinking water quality, restore water service to customers, and mitigate environmental damage. The City benefits financially from efficient repairs that minimize revenue loss and claims for damages. Failure of the water system infrastructure can have catastrophic consequences, including damaged property, roadways, the natural environment and water service interruption to homes and businesses. While Utilities has sound water maintenance and capital improvement programs, main breaks can occur at any time and increase as infrastructure ages. Examples of services included in this proposal include leak detection services and repairs to broken, leaking or malfunctioning water mains, service lines, fire hydrants, and control valves.

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Healthy and Sustainable Environment

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Utilities: Unplanned water service interruptions per 1,000 customer accounts	Years	1.83	1.81	1.5	3	3
Utilities: Water distribution system - water loss percentage (most recent year)	Years	4%	7.80%	6%	6%	6%
Utilities: Number of water service repairs	Years	298	277	140	280	280
Utilities: Number of water main repairs	Years	18	38	15	30	30

140.15DA

Ranking

2

Title: Coal Creek Utility District Reservoir Coating

Department: Utilities

	<u>2019</u>	<u>2020</u>
Budget:	\$750,000	\$0
FTE:	0.00	0.00

On December 31, 2003, Bellevue Utilities assumed a portion of the Coal Creek Utility District (CCUD). As a result, the Utility entered into an Interlocal Agreement. A portion of this agreement stipulates our appropriate cost share of joint serving facilities that remained under ownership of CCUD, such as certain water reservoirs that provide equalizing storage, water supply and fire flow to Bellevue Utilities customers.

In this case, CCUD is planning necessary improvements (exterior and interior coatings as well as other upgrades) to two reservoirs known as the "580 Reservoirs". One is a 1.0 MG facility and the other is a 2.5 MG facility. Our cost share for these two reservoirs is 40% of the total cost.

☐

The engineers estimate received from CCUD shows a total cost projection for the planned work on these 2 reservoirs to be \$1,900,800. Bellevue's "proportionate share" based on capacity for these 2 reservoirs is 40% of the total cost (\$750,000 for planning purposes).

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Utilities: Number of Water System Pressure Reducing Valve failures per year	Years	2	4	0	0	0
Utilities: Number of water pump failures per year	Years	1	2	0	0	0
Utilities: Number of reservoirs taken out of service as a result of drinking water quality concerns	Years	0	0	0	N/A	N/A
Utilities: Percent of Water System Pressure Reducing Valves maintained	Years	13.86%	2.77%	4%	20%	20%
Utilities: Percent of reservoirs cleaned	Years	24%	29.35%	20%	20%	20%

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Healthy and Sustainable Environment

140.15PA **Title:** Water Pump Station, Reservoir and PRV Maintenance Program

Ranking **Department:** Utilities

	Budget:	2019	2020
		\$1,073,436	\$1,111,335
2	FTE:	3.70	3.70

WATER is required to sustain life, convey waste, protect against fire and to keep our parks and open spaces green and healthy. This proposal provides necessary preventive maintenance and repair of water pump stations, reservoirs and pressure regulating valves (PRVs) throughout the public drinking water system. These services extend the useful life of assets, avoid costs associated with catastrophic failures and increase system reliability while maintaining drinking water quality. Bellevue’s unique topography (with elevations ranging from sea level to 1,440 feet) requires a complicated system of reservoirs, pump stations, and PRVs to provide safe water and adequate fire flow throughout the service area. Due to the likelihood and high consequences of failure if preventive maintenance services are not provided, this proposal supports the goals for reliability and performance of the drinking water storage and delivery system.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Utilities: Number of Water System Pressure Reducing Valve failures per year	Years	2	4	0	0	0
Utilities: Number of water pump failures per year	Years	1	2	0	0	0
Utilities: Number of reservoirs taken out of service as a result of drinking water quality concerns	Years	0	0	0	N/A	N/A
Utilities: Percent of Water System Pressure Reducing Valves maintained	Years	13.86%	2.77%	4%	20%	20%
Utilities: Percent of reservoirs cleaned	Years	24%	29.35%	20%	20%	20%

140.26PA **Title:** Water Quality Regulatory Compliance and Monitoring Programs

Ranking **Department:** Utilities

	Budget:	2019	2020
		\$831,320	\$862,938
3	FTE:	3.30	3.30

This proposal provides Water Quality Regulatory Compliance for Bellevue Utilities. This proposal outlines overall management of the Water Quality/Regulatory Compliance section and establishes the framework for developing programs for field testing, inspection and response to meet requirements set forth by Agencies:

SAFE DRINKING WATER ACT outlining sampling, monitoring and reporting requirements for our Drinking water within Bellevue.

CLEAN WATER ACT driving the City’s National Pollutant Discharge Elimination System (NPDES) permit and establishes requirements for inspection, maintenance, outreach and reporting of Citywide efforts to manage storm and surface water.

CITY LAND USE, SEPA determinations and Clear and Grade permits necessary to achieve the project related tasks for daily operations.

ENDANGERED SPECIES ACT Regional Road Maintenance Program establishing guidelines for working near sensitive areas.

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Healthy and Sustainable Environment

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Utilities: Percentage of days per year in compliance with state and federal drinking water regulations	Years	100%	100%	100%	100%	100%
Utilities: Number of drinking water quality complaints per 1,000 water service connections	Years	2.09	1.2	2	2	2
Utilities: Compliant with all Surface Water Regulatory Requirements	Years	Yes	Yes	Yes	Yes	Yes
Utilities: Number of illicit discharges detected and corrected annually	Years	181	188	N/A	N/A	N/A

100.09NA

Ranking

4

Title: Natural Resource Management

Department: Parks & Community Services

	<u>2019</u>	<u>2020</u>
Budget:	\$3,075,972	\$3,222,394
FTE:	15.00	15.00

This proposal funds the management, maintenance and environmental stewardship programs on 2,000 acres of public natural area and open space comprised of lakes, streams, wetlands and forests. These programs preserve native tree canopy, provide fish and wildlife habitat, retain stormwater, improve air and water quality and reduce greenhouse gases. Greenways and trails provide outdoor classrooms for diverse populations to interact with nature through hands-on stewardship activities that help preserve and enhance the natural environment in the community where they live, work and play. Urban natural areas must be proactively managed with the same commitment as other vital community resources in order to ensure public health and safety, and the environmental, social and economic values and benefits for which they were set aside. A healthy natural environment preserves the quality of life that residents and businesses look for when selecting a location to reside in now and in the future.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Percent of households living within one-third mile walking distance of park or trail access point	Years	73%	73%	72%	72%	72%
Percent of natural areas in healthy and sustainable condition (class conditions 1 and 2)	Years	72.50%	72.50%	70%	70%	70%
Acres of park and open space per 1,000 population	Years	19.36	19.2	20	20	20
Somewhat/strongly agree Bellevue offers me and my family opportunities to experience nature where we live, work, and play	Years	89%	90%	N/A	N/A	N/A
Somewhat/strongly agree Bellevue is doing a good job of creating a healthy natural environment that supports healthy living for current and future generations (added in 2010)	Years	88%	82%	N/A	N/A	N/A

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Healthy and Sustainable Environment

140.30NA

Title: Solid Waste Management, Waste Prevention, and Recycling

Ranking

Department: Utilities

		<u>2019</u>	<u>2020</u>
Budget:	\$1,005,616	\$1,040,888	
FTE:	3.30	3.30	

5

City customers generate approximately 121,000 tons of solid waste annually, 72,000 tons of which is garbage being hauled to the local landfill. Efficient, effective, and responsible management of solid waste (i.e., garbage, recyclables, and organic waste) is critical to ensuring public health and the protection of the environment, maintaining the appearance of the City, contributing to the City's continued economic viability, and contributing to sustainability at the local, regional, and global level. This proposal provides for the management and oversight of the solid waste collection contract with Republic Services, the continuation of many of the City's successful waste prevention and recycling outreach, education, and technical assistance programs and the management of grants that fund many of the City's solid waste-related programs.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Utilities: Achieve overall recycling rate of 70% for contracted solid waste services by 2020	Years	41.34%	40.56%	70%	70%	70%
Utilities: Achieve minimum satisfaction score on all survey questions for single family customers	Years	No	No	N/A	N/A	N/A
Utilities: Achieve minimum satisfaction score on all survey questions for multifamily/commercial customers	Years	No	Yes	N/A	N/A	N/A
Utilities: Number of Solid Waste Contractor Missed Collections Subject to Performance Fees	Years	116	42	N/A	N/A	N/A
Utilities: Republic on-time delivery rate of requested carts and drop-boxes	Months	96.985	99.145	934.333	N/A	N/A

140.61NA

Title: Utilities Water Supply Purchase and Sewage Disposal

Ranking

Department: Utilities

		<u>2019</u>	<u>2020</u>
Budget:	\$55,364,257	\$56,117,478	
FTE:	0.50	0.50	

6

This proposal provides for the purchase of clean drinking water from the Cascade Water Alliance and the conveyance and treatment of wastewater by King County Metro. The purchase of wholesale water supply from the Cascade Water Alliance allows Bellevue Utilities to provide water service to over 40,000 service connections in the Bellevue Utilities service area, which includes Clyde Hill, Medina, Yarrow Point, and Hunts Point. The City of Bellevue provides sewage collection and transmission services for customers within its service area but does not provide treatment. The purchase of wholesale sewage treatment and disposal services from King County Metro allows Bellevue Utilities to provide sewer service to over 38,000 service connections in the City of Bellevue and surrounding jurisdictions.

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Healthy and Sustainable Environment

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Utilities: Number of years for which projected water supply is sufficient to meet future water demand	Years	50	N/A	50	50	50
Utilities: Number of years projected wastewater disposal needs are secured	Years	20	N/A	18	17	16

140.25NA

Ranking

7

Title: Utilities Telemetry and Security Systems

Department: Utilities

	2019	2020
Budget:	\$703,923	\$733,144
FTE:	3.80	3.80

Telemetry and SCADA (Supervisory Control & Data Acquisition) equipment provide continuous automated monitoring and control of utility systems (such as reservoirs and pump stations) significantly reducing the need for on-site staff. This proposal provides for operation, maintenance, and repair of telemetry (remote monitoring and control), providing reservoir levels, water pressures, sewage station levels, storm retention pond levels, and transmission of data to a central SCADA system. Security systems monitor facilities for intrusion and notify of breaches. These systems work to maintain water quality and supply, avoid sewer overflows, and manage regional storm facilities. To ensure performance of equipment ongoing installation, maintenance, and repair is required. Service levels balance the need for reliable delivery of drinking water, removal of sewage, and storm water management with the costs to provide telemetry, SCADA and security, and risks associated with failures.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Utilities: Number of water/sewer service interruptions caused by SCADA/Telemetry system	Years	1	0	0	0	0
Utilities: Number of security breaches discovered but not detected at the time of the intrusion	Quarters	0	0	0	0	0
Utilities: Percent of planned preventive maintenance activities completed at telemetry sites	Years	91.36%	71.90%	100%	100%	100%
Utilities: Number of water or sewer pump station failures caused by SCADA/Telemetry failures	Years	0	0	0	0	0

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City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Healthy and Sustainable Environment

140.33DA

Title: Utilities Customer Service and Billing Personnel Request

Ranking

Department: Utilities

		2019	2020
Budget:		\$18,278	\$19,007
FTE:		0.25	0.25

8

The Customer Service and Billing group is comprised of 8.5FTEs. Due to significant growth in the city and the resulting increase in customer service needs that come with this growth, this request increases an existing Billing and Account Representative (BAR) from 0.75FTE to 1.00FTE effective January 1, 2019. The Customer Service and Billing group is responsible for issuing bimonthly utility billings to approximately 36,000 residential accounts, 2,000 commercial and multifamily accounts, generating revenue of over \$130 million for Utilities. This group mails 5,000 bills each week. In addition, the unit receives up to 125 calls per day, processes 90 moves per week, makes up to 50 reminder (late pay) calls per week, handles an average of 140 pending water disconnects per week and coordinates with field staff for an average of 30 water disconnections/reconnections per week. The 0.75FTE BAR was decreased from 1.56 FTE in 2012 due to decrease in development work and housing.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Utilities: Customer Calls Abandoned	Years	4.98%	3.66%	7%	7%	7%
Utilities: Average Customer Hold Time (in seconds)	Years	25	32	35	35	35
Utilities: Customer satisfaction survey (weekly Customer Service & Billing)	Quarters	94.50%	95.30%	80%	80%	80%

140.33PA

Title: Utilities Customer Service and Billing

Ranking

Department: Utilities

		2019	2020
Budget:		\$1,604,475	\$1,752,634
FTE:		8.50	8.50

8

The Customer Service and Billing group is responsible for issuing bi-monthly water, sewer, stormwater utility billings to approximately 36,000 residential accounts, 2,000 commercial and multifamily accounts, generating revenue of over \$128 million for Utilities and Utility taxes of almost \$9 million for the General Fund. The Utilities Customer Service and Billing unit mails 5,000 bills each week. In addition, the unit receives up to 125 calls per day, processes 90 moves per week, makes up to 50 reminder (late pay) calls per week, handles an average of 140 pending water disconnects per week and coordinates with field staff for an average of 30 water disconnections/reconnections per week.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Utilities: Customer Calls Abandoned	Years	4.98%	3.66%	7%	7%	7%
Utilities: Average Customer Hold Time (in seconds)	Years	25	32	35	35	35
Utilities: Customer satisfaction survey (weekly Customer Service & Billing)	Quarters	94.50%	95.30%	80%	80%	80%

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Healthy and Sustainable Environment

140.14NA

Title: Water Distribution System Preventive Maintenance Program

Ranking

Department: Utilities

	2019	2020
Budget:	\$853,513	\$893,132
FTE:	6.85	6.85

9

WATER is required to sustain life, convey waste, protect against fire and to keep our parks and open spaces green and healthy. This proposal funds preventive maintenance of the drinking water infrastructure. Bellevue’s water system is a network of components that deliver almost 6 billion gallons of drinking water a year. Preventive maintenance ensures the ongoing safety and operational integrity of the distribution system. Services include annual inspection and maintenance of fire hydrants, isolation valves, and other important components to the water system. These programs are critical for system function and reliability, and maintain safe, high-quality drinking water for residents and businesses. Lack of adequate water system maintenance impacts the ability to quickly repair water main breaks, increases the chance of waterborne disease and problems with water quality. It could also result in fire hydrants and valves not working when needed for firefighting or other emergencies.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Utilities: Number of fire hydrants that fail fireflow delivery at time of inspection	Years	5	1	0	0	0
Utilities: Percentage of fire hydrants inspected	Years	59.40%	52%	50%	50%	50%
Utilities: Percentage of water system isolation valves inspected	Years	28.93%	46.53%	25%	50%	50%
Utilities: Number of water claims paid due to system failure	Years	9	14	2.5	5	5
Utilities: Number of water claims paid greater than \$20,000 due to system failure	Years	0	1	0	0	0
Utilities: Total cost of Water claims paid	Years	\$105,570	\$217,349	\$100,000	\$200,000	\$200,000

140.21NA

Title: Sewer Pump Station Maintenance, Operations and Repair Program

Ranking

Department: Utilities

	2019	2020
Budget:	\$1,038,085	\$1,081,330
FTE:	5.95	5.95

10

This proposal provides sewer pump station maintenance and repairs to help minimize failures that cause sewer backups and overflows to the environment that can result in beach closures and surface water quality concerns. In addition, sewer backups can require a homeowner to move out or a business to close until cleanup is completed. Bellevue’s unique topography with elevations ranging from sea level to 1,440 feet requires a diverse and complicated system of pump stations to provide continual service 24 hours a day/365 days a year. This proposal provides staff, vehicles, tools, equipment, and supplies for maintenance, operations, and repair services for sewer pump stations in the sewer collection system. These services ensure approximately 46 sewer pump stations, located along Lake Washington and Lake Sammamish, are adequately maintained and operating properly to minimize sewer blockages and overflows which impact customers, public health, and the environment.

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City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Healthy and Sustainable Environment

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Utilities: Non-weather related pump station overflows per 1,000 wastewater customer accounts (value of 0.027 represent 1 overflow)	Years	0	0	0	0	0
Utilities: Weather related wastewater pump station overflows per 1,000 customer accounts (value of 0.027 represents 1 overflow)	Years	0	0.03	N/A	0	0
Utilities: Percent of wastewater pump station inspections completed as planned	Years	92.71%	87.41%	100%	100%	100%

140.18NA

Title: Sewer Mains, Laterals and Manhole Repair Program

Ranking

Department: Utilities

	2019	2020
Budget:	\$1,087,736	\$1,132,055
FTE:	7.00	7.00

11

Bellevue’s Wastewater section is responsible for operation, maintenance, and repair of approximately 643 miles of pipe and approximately 14,000 manholes and cleanouts (maintenance access structures) within its service territory. This proposal provides repair services for the sewer collection system. These repairs correct deficiencies predominantly due to aging infrastructure and allow the City to get the most use out of each pipe and manhole over the life of the asset for the least long-term cost. Raw sewage contains viruses, bacteria, chemicals and other pathogens that are an extreme threat to public health and the environment when not managed and contained within the sewer collection system. Broken or defective sewer mains and connections result in blockages and overflows of sewage that can flood and contaminate customer’s homes, businesses or the environment, create public health issues and result in costly liability claims to the City.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Utilities: Number of identified wastewater pipe defects requiring repair within 5 years	Years	373	652	200	200	200
Utilities: Number of wastewater in-house pipe repairs completed annually	Years	89	95	50	100	100
Utilities: Number of new wastewater pipe defects identified for repair or replacement	Years	178	331	100	100	100

140.01NA

Title: Capital Project Delivery

Ranking

Department: Utilities

	2019	2020
Budget:	\$4,458,150	\$4,659,071
FTE:	28.91	28.91

12

Capital Project Delivery develops and implements cost-effective capital investment projects necessary to accomplish the City’s \$218 million 2019-2025 Utility Capital Investment Program (CIP) and is necessary to continue to provide utility services to Bellevue’s citizens including providing drinking water, removing wastewater, managing surface water runoff, and protecting and enhancing the health of Bellevue’s streams, lakes, wetlands, plants, and wildlife.

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City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Healthy and Sustainable Environment

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Utilities: Percent of Public Work contracts requiring warranty repair	Years	7.14%	N/A	5%	5%	5%
Utilities: Percent of Public Works contracts completed within 10% of the original Bid	Years	78.57%	76.92%	90%	100%	100%
Utilities: Percent of total CIP expended vs budgeted	Years	67.19%	60.54%	90%	85%	90%
Utilities: Percent of CIP projects completed within 3 months of estimated completion date	Quarters	62.96%	75%	N/A	80%	80%

130.26NA

Title: Street Cleaning (Sweeping)

Ranking

Department: Transportation

	2019	2020
Budget:	\$491,275	\$512,409
FTE:	3.00	3.00

13

Gravel, debris, vehicle fluids, leaves, in roadway and bicycle lanes contribute to collisions, street flooding, and pollutant discharge into the drainage system that flows into Bellevue's streams and lakes. Street Cleaning (Sweeping) cleans bike lanes, arterial roads, neighborhood streets, traffic collision debris, and removes traction sand applied during snow and ice response – keeping Bellevue an attractive place to live and work. Street sweeping protects fish and animal habitat and is critical to the health and beauty of Bellevue's natural waterways. This work is required by the National Pollutant Discharge Elimination System Municipal Stormwater Permit issued by the Dept. of Ecology. Half of the program represents revenue from the Utilities Dept. The 2018 budget survey has Street Cleaning as the 11th most important of 39 City services. This status quo proposal decreases service in neighborhoods as new bike lanes that require more frequent sweeping are added.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Customer satisfaction rating for clean streets	Years	86%	88%	90%	90%	90%
Number of routine sweeping requests per 1,000 Customers	Years	1.31	0.07	0.5	0.5	0.5
Number of street miles swept (lane miles serviced)	Years	4,855	3,388	6,042	6,042	6,042
Annual Added Number of Bike Lane Miles	Years	2.6	8.5	26.7	15.7	5.4

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City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Healthy and Sustainable Environment

140.22NA **Title:** Storm and Surface Water Repair and Installation Program

Ranking **Department:** Utilities

		2019	2020
Budget:		\$1,017,010	\$1,055,368
FTE:		4.65	4.65

14

The Storm and Surface Water System within the City of Bellevue is comprised of a network of public and privately owned pipes, open channels, catch basins, manholes, streams and detention facilities both above and below ground. This proposal provides repair and installation services for publicly owned drainage system components to ensure that the municipal storm drainage system functions as designed. This aids in protecting life, property, and the environment during major storm and flooding events, and in reducing pollution entering streams and lakes. Much of the repair work surrounding the storm & surface water system is mandated under the National Pollution Discharge and Elimination System permit (NPDES).

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Utilities: Percentage of Surface Water repairs completed	Years	90.50%	65.43%	100%	100%	100%
Utilities: Labor hours per catch basin/manhole repair	Years	6.11	5.43	12	6	6

140.44NA **Title:** Utility Locates Program

Ranking **Department:** Utilities

		2019	2020
Budget:		\$373,129	\$391,120
FTE:		3.40	3.40

15

Locators are required by Washington State law to mark underground City-owned utilities. This proposal provides resources for Utilities to protect underground City-owned and operated utility infrastructure. The Utility Locate program safeguards approximately 1500 miles of City owned underground utility pipelines for the delivery of drinking water and conveyance of surface runoff and sewer pipes by accurately marking utility locations prior to construction excavation in support of development, CIP and franchise utility renewal and repair.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Utilities: Percent of locates performed within mandated deadlines	Years	99.73%	99.99%	100%	100%	100%
Utilities: Dollar value of claims paid due to mis-locates	Years	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Utilities: Number of damaged assets due to mis-locates	Years	3	0	0	0	0
Utilities: Number of locates received	Years	32,113	36,808	36,000	30,000	30,000

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City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Healthy and Sustainable Environment

140.11NA **Title:** Utility Asset Management Program

Ranking **Department:** Utilities

16

	<u>2019</u>	<u>2020</u>
Budget:	\$681,443	\$714,310
FTE:	5.00	5.00

This proposal funds the Utility Asset Management Program (AMP), to determine the resources needed to operate, maintain, repair, and eventually replace or rehabilitate utility system assets and assures cost effective strategies. Bellevue Utilities manages more than \$3.5 billion worth of utility assets such as pipelines, pump stations and reservoirs. The AMP develops and employs strategies to assess asset condition and performance so that service levels expected by customers and required by state and federal regulations are provided at the lowest cost. More than 50% of Utility assets are at least halfway through their useful life. As assets age they continue to deteriorate; maintenance, repair, rehabilitation and replacement costs increase, making it even more critical that resources are used effectively.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Utilities: Condition related water main failures per 100 miles of water main	Years	1.94	4.42	2.5	5	5
Utilities: Percentage of water pump stations rehabilitated within their useful life (25 years)	Years	72.73%	68.18%	76%	76%	76%
Utilities: Percentage of sewer pump stations rehabilitated within their useful life (25 years)	Years	54.35%	54.35%	65%	65%	65%
Utilities: Drainage system pipeline failures	Years	1	0	5	5	5
Utilities: Wastewater overflow events per 100 miles of pipe	Years	3.97	4.51	2	4	4

140.20NA **Title:** Sewer Mainline Preventive Maintenance Program

Ranking **Department:** Utilities

17

	<u>2019</u>	<u>2020</u>
Budget:	\$1,110,558	\$1,159,162
FTE:	8.30	8.30

This proposal provides preventive maintenance cleaning services on the sewer collection system to keep the lines clear. Preventive maintenance lowers service interruptions due to blockages, the associated claims due to backups, and minimizes overflows which impact the environment and public health. This preventive maintenance program allows us to maximize the life of the sewer system for the lowest long-term cost.

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City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Healthy and Sustainable Environment

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Utilities: Percent of wastewater pipe cleaned	Years	22.45%	18.34%	20%	20%	20%
Utilities: Number of wastewater claims paid due to system failure	Years	4	6	5	10	10
Utilities: Number of wastewater claims paid greater than \$20,000 due to system failure	Years	1	0	0.5	1	1
Utilities: Total cost of Wastewater claims paid	Years	\$53,538	\$112,320	\$30,000	\$60,000	\$60,000
Utilities: Wastewater overflow events per 100 miles of pipe	Years	3.97	4.51	2	4	4

140.17NA

Title: Water Service Installation and Upgrade Program

Ranking

Department: Utilities

	<u>2019</u>	<u>2020</u>
Budget:	\$292,132	\$300,335
FTE:	1.00	1.00

18

This proposal provides resources for the installation of drinking water service for new homes and for businesses to obtain occupancy permits without costly delays to the property owner or contractor. Utilities perform water main shutdowns, water main condition assessments, and pipe work to install new water services. Asphalt cuts and excavations needed for installation are completed by private contractors under the right-of-way (ROW) use permit process. This hybrid Utility/contractor approach to water service installations provides timely installation of new services for developers and condition assessment data critical for asset management. Additionally it minimizes customer service impacts of water shutdowns and assures consistent quality control and sanitation while supporting economic development.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Utilities: Percent of water service installations completed within four weeks of request	Quarters	100%	100%	100%	100%	100%
Utilities: Number of water service installations	Years	83	94	25	50	50

140.45DA

Title: Utility Water Meter Reading

Ranking

Department: Utilities

	<u>2019</u>	<u>2020</u>
Budget:	\$608,854	\$640,625
FTE:	6.00	6.00

19

This proposal provides services to read customer meters for all residential and commercial accounts in the water utility service area that includes the City of Bellevue, adjacent communities of Clyde Hill, Hunts Point, Medina, Yarrow Point, and sections of Kirkland. Meter reading is essential to maintaining water and wastewater revenue flow and equity among ratepayers. Other services are provided directly to property owners at their home or business in locating leaks and meter turn-offs.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Healthy and Sustainable Environment

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Utilities: Meter reading accuracy	Years	99.98%	99.98%	99.75%	99.75%	99.75%
Utilities: Meter reading productivity in meter reads per hour	Years	43.33	43.36	43	43	43
Utilities: Total cost per meter read	Quarters	\$1.17	\$1.49	N/A	\$1.30	\$1.30

140.24NA

Ranking

20

Title: Storm & Surface Water Preventive Maintenance Program

Department: Utilities

	<u>2019</u>	<u>2020</u>
Budget:	\$2,010,017	\$2,091,608
FTE:	11.75	11.75

The resources in this proposal fund preventive maintenance activities related to the City's storm and surface water system. For the drainage system to function correctly and provide adequate flood control, it must be kept free of excessive debris and sediment. These can cause blockages of catch basins and pipes during heavy rains leading to flooding, property damage claims, and environmental degradation. Sediment is also a pollutant. The drainage system contains a variety of water quality facilities that trap oils and other pollutants from roadways and allow for their removal during maintenance. Because the final discharge for all drainage in Bellevue is the City's streams and lakes, system maintenance is essential to keep them free of the sediment and pollutants generated from roadways and other impervious surfaces. The majority of maintenance activities funded by this proposal are mandated under the Federal National Pollutant Discharge Elimination System Permit (NPDES).

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Utilities: Number of surface water claims paid due to system failure	Years	0	4	1.5	2	2
Utilities: Number of surface water claims paid greater than \$20,000 due to system failure	Years	0	1	0	0	0
Utilities: Total cost of Storm and Surface Water claims paid	Years	\$0	\$29,525	\$18,750	\$25,000	\$25,000

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City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Healthy and Sustainable Environment

140.63NA **Title:** Utility Planning and Systems Analysis

Ranking **Department:** Utilities

	2019	2020
Budget:	\$1,442,328	\$1,297,707
FTE:	6.09	6.09

21

This proposal supports utility planning and analysis for the water, wastewater, and stormwater systems. Demand for Utility services changes over time, necessitating periodic assessment of infrastructure capacity and integrity, impacts on the natural environment, and requirements for rehabilitation/improvements. System planning for future upgrades will accommodate growth as well as ensure timely replacement due to age and condition. Critical infrastructure seismic vulnerability assessment is performed to plan for earthquake mitigation projects. System analysis supports customer data requests, such as available sewer capacity, available water for fires/emergencies, and stream flow information. System plans guide projects/programs for a 20-year horizon, and are periodically updated based on state/local requirements. One time studies measure specific system capabilities/needs, evaluate how to optimize water rights or plan for future facility needs.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Utilities: Rainfall and Flow data downloaded and available for customer access each month (Storm)	Months	Yes	Yes	Yes	Yes	Yes
Utilities: Percent of requests for available wastewater capacity completed within 2 weeks	Years	DIV/0	100%	100%	100%	100%
Utilities: Structural flooding occurrences for storms less than a 100 year storm event (Storm Water)	Years	0	0	3.75	5	5
Utilities: Percent of requests for fire flow data provided within 2 weeks (Water)	Years	97.74%	95.77%	100%	100%	100%
Utilities: Has lack of system capacity restricted or prevented any new development or redevelopment (System Capacity Planning)	Years	No	No	No	No	No

140.42NA **Title:** Utilities Department Management and Support

Ranking **Department:** Utilities

	2019	2020
Budget:	\$850,031	\$886,477
FTE:	4.00	4.00

23

Utilities is a self-supporting enterprise operating within the City of Bellevue, dedicated to actively supporting public health and safety, the environment, a sustainable economy, and neighborhood livability now and into the future. It does so by effectively and efficiently managing four distinct business lines (drinking water, wastewater, storm and surface water systems, and solid waste collection), with a current biennial operating budget of \$292M (2017-2018), capital budget of \$221M (2017-2023), and 171.75FTEs/LTEs. Each line of business has its own unique operational and capital requirements. Because of the long lives of utility systems, Utilities' planning horizon extends 75-100 years. With its diverse service portfolio, this large and complex department requires strong leadership, strategic vision, clear guidance, and thoughtful management.

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City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Healthy and Sustainable Environment

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Utilities: Employee job engagement score (Annual City Employee Survey)	Years	3.85	3.6	4	4	4
Utilities: Maintain a minimum Aa2 bond rating	Years	Yes	Yes	Yes	Yes	Yes
Utilities: Utilities services customer satisfaction survey - (Citywide citizen survey)	Years	93%	87%	85%	85%	85%
Utilities: Is the Bellevue Utilities Department an Accredited Agency?	Years	Yes	Yes	Yes	Yes	Yes
Utilities: Percentage of Utilities customers rating Bellevue Utilities Department services as good value for the money.	Years	89%	84%	90%	90%	90%

140.34NA

Ranking

24

Title: Utility Taxes and Franchise Fees

Department: Utilities

	<u>2019</u>	<u>2020</u>
Budget:	\$14,945,696	\$15,597,585
FTE:	0.00	0.00

Bellevue Utilities is required to pay State Utility and Business and Occupation (B&O) taxes (RCW 82.04.220 and 82.16.020), City of Bellevue Utility Taxes (BCC 4.10.025), and a franchise fee to neighboring communities that have a franchise agreement with the City to provide water and wastewater services in their jurisdiction. These payments are required by State and Local laws and binding agreements with neighboring jurisdictions. These taxes and fees are passed through directly to utility rate payers and are included in their bi-monthly utility bills.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Utilities: Percentage of Utility Tax & Franchise Fee payments made by applicable due date	Years	100%	100%	100%	100%	100%

140.19NA

Ranking

25

Title: Sewer Condition Assessment Program

Department: Utilities

	<u>2019</u>	<u>2020</u>
Budget:	\$615,468	\$643,431
FTE:	4.45	4.45

The Sewer Condition Assessment Program uses Closed Circuit TV (CCTV) equipment to provide digital images of the inside of sewer pipes and service stubs in the right-of-way (ROW) to identify and evaluate pipe defects that need repair and document less severe defects that need regular maintenance. Sewer pipe defects can cause catastrophic failures resulting in blockages, backups and sewer overflows which impact customers, public health, and the environment. In addition, identifying and repairing sewer defects prior to road overlay activities minimizes pavement impacts and lowers restoration costs.

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Healthy and Sustainable Environment

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Utilities: Linear feet of wastewater condition assessment performed	Years	211,057	255,151	137,500	275,000	275,000
Utilities: Percent of wastewater system video inspected	Years	6.02%	7.52%	8%	8%	8%
Utilities: Number of new wastewater pipe defects identified for repair or replacement	Years	178	331	100	100	100

140.37NA

Ranking

26

Title: Cascade Regional Capital Facility Charges

Department: Utilities

	2019	2020
Budget:	\$2,245,665	\$2,312,450
FTE:	0.00	0.00

The City's wholesale water supplier, Cascade Water Alliance (CWA), establishes rates to cover the cost of providing water to its members. Bellevue is a member of the CWA. One component of these rates is a fee assessed on each new connection for the equitable recovery of growth-related costs pertaining to Cascade's water supply system. RCFCs are collected and paid as outlined in an interlocal contract with the Cascade Water Alliance (December 15, 2004). The City has a policy of ensuring that "growth pays for growth" (City Comprehensive Financial Management Policies 10.1.III.A). Under this policy it is the responsibility of the party seeking Utility service to make and pay for any extensions and/or upgrades to the Utility systems that are needed to provide service to their property; Bellevue Utilities passes these charges directly through to customers connecting to the water system.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Utilities: Percent of Monthly Regional Capital Facility Charge (RCFC) reports submitted by due date	Years	16.67%	41.67%	100%	100%	100%

140.49NA

Ranking

27

Title: Fiscal Management

Department: Utilities

	2019	2020
Budget:	\$808,214	\$847,573
FTE:	5.50	5.50

The Fiscal Management Team operates as an internal support function and supports the daily financial operations of the Utilities Department by monitoring and reporting on the Utilities financial condition, conducting rate evaluations to ensure financial sustainability, protecting the City's investment by maintaining adequate operating reserves, and acting in the best interest of the ratepayers. Financial management of the Utilities are dictated by financial policies per the City's Comprehensive Financial Management Policies (10.1). By adhering to these financial policies, taking a long-term approach to financial planning, and practicing vigilant financial monitoring and management, Bellevue Utilities has earned a Aa1 bond rating (the highest rating possible for a utility our size) and is financially prepared to meet both operational and infrastructure replacement needs. In addition, the Team closely collaborates with city-wide partners and regional utilities partners.

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Healthy and Sustainable Environment

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Utilities: Operating expenditures vs. amount budgeted	Years	100.45%	111.73%	100%	100%	100%
Utilities: Percentage of monthly financial reports distributed to workgroup managers within 10 days of reporting period end	Years	100%	100%	100%	100%	100%
Utilities: Percentage of monthly financial reports distributed to BUD within 30 days of reporting period end	Months	100%	100%	100%	100%	100%
Utilities: Percentage of quarterly financial reports distributed to the Budget Office within 45 days of the end of the quarter	Months	100%	100%	100%	100%	100%

140.31DA

Ranking

28

Title: Storm and Surface Water Pollution Prevention

Department: Utilities

	<u>2019</u>	<u>2020</u>
Budget:	\$388,318	\$403,248
FTE:	1.55	1.55

Storm and surface water pollution prevention programs are a key element to achieving Utilities' mission to actively support a healthy and sustainable environment. On an average day, tens of thousands of pounds of toxic chemicals enter Puget Sound's waterways, most of which is carried by storm and surface water that runs off roads, driveways, rooftops, yards, and other developed land. Most people are not aware water flowing into storm drains in Bellevue flows untreated directly into our local streams, lakes, and wetlands. Under this proposal, staff provides mandated residential public education and outreach as required by the National Pollutant Discharge Elimination System (NPDES) Phase II Permit, increasing understanding of storm and surface water issues, and promoting behaviors that prevent pollution locally and regionally. In addition, staff manages and oversees storm and surface water pollution prevention volunteer programs and provides pollution prevention technical support.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Healthy and Sustainable Environment

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Utilities: All public storm drains continue to be marked with message "Don't Pollute - Drains to Stream"	Years	Yes	No	Yes	Yes	Yes
Utilities: Number of volunteers participating in stream team events	Years	66	55	100	100	100
Utilities: Number of people reached through storm and surface water pollution prevention events	Years	2,030	2,030	1,200	1,200	1,200
Utilities: Number of middle and high school students reached by "Be the Solution" curriculum	Years	1,034	1,226	450	450	450
Utilities: Compliant with NPDES permit outreach requirements	Years	Yes	Yes	Yes	Yes	Yes
Utilities: Number of elementary students reached by storm and surface water pollution prevention in-class presentations or field trips	Years	660	966	700	700	700
Utilities: Percentage of Bellevue School District 6th Graders that attend the Powerful Choices curriculum.	Years	90.02%	93.70%	80%	80%	80%

140.60NA

Ranking

29

Title: Utilities Computer and Systems Support

Department: Utilities

	<u>2019</u>	<u>2020</u>
Budget:	\$1,488,188	\$1,434,091
FTE:	5.50	5.50

The Resource Management Customer Service group funded by the Computer and Systems Support proposal supports delivery of efficient and cost effective utility services through leveraged technology solutions. Utilities mail 5,000 utility bills weekly, collects over \$128 million in revenue annually and delivers services to over 145,000 customers daily in a network of 619 miles of water and 525 miles of sewer pipe, 81 miles of rivers and streams, and 47 water reservoirs and pump stations. 140.60NA funds all the Utilities' software, hardware, vendor support, professional services, and department personnel who provide business automation support. Systems maintained by this group include billing, work/asset management, field worker mobility, sewer/storm condition assessment video systems, water meter reading, engineering design, and water modelling. System support include automation short and long-range planning, implementation, testing, training, process improvement analysis, and reporting.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Utilities: Business Systems Project Completion Rate	Years	88.06%	87.05%	80%	80%	80%
Utilities: Percentage of Business Systems user assistance requests completed (Footprints)	Years	100%	103.89%	80%	80%	80%

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Healthy and Sustainable Environment

140.32NA **Title:** Water Systems and Conservation

Ranking **Department:** Utilities

31

	<u>2019</u>	<u>2020</u>
Budget:	\$116,639	\$120,472
FTE:	0.25	0.25

Conserving and promoting the efficient use of water resources to ensure an adequate supply of clean, safe drinking water into the future is a key element to achieving Utilities’ mission to actively support a healthy and sustainable environment, and critical to human health, the City’s continued economic viability, and the sustainability of both the local and global environment. The City leverages resources by looking to the Cascade Water Alliance for primary water conservation and efficiency program delivery, and supplements Cascade’s programs through local programs such as the Waterwise Demonstration Garden, Natural Yard Care programs, and Powerful Choices for the Environment Program, all of which promote the wise use of water and elimination of waste in order meet the City’s water use efficiency goals.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Utilities: Percentage of Bellevue School District 6th Graders that attend the Powerful Choices curriculum.	Years	90.02%	93.70%	80%	80%	80%

140.23DA **Title:** Expanded Storm and Surface Water Condition Assessment Program

Ranking **Department:** Utilities

32

	<u>2019</u>	<u>2020</u>
Budget:	\$71,750	\$73,828
FTE:	0.00	0.00

The Storm and Surface Water Condition Assessment program performs video inspection of underground stormwater pipe to determine condition and maintenance or repair needs. The overall goal of this program is to locate and repair defects within pipes before failures occur and to also assess the system for long-term repair and replacement needs. Condition assessment provides valuable asset management information for the Utilities repair and replacement program by identifying and documenting overall trends in pipe condition. This is essential information when developing long-term replacement funding strategies for aging infrastructure.

This program, currently outsourced, inspects an average of 7 miles of underground pipe annually. This proposal will insource this program using existing in-house crews and new camera technology, and expand the video inspection program from 7 miles a year to 20 miles per year with a 20-year ongoing inspection cycle for the Storm and Surface Water system.

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Healthy and Sustainable Environment

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Utilities: Number of surface water pipe defects identified through condition assessment activities requiring repair or replacement	Years	567	5	25	75	75
Utilities: Percent of surface water system video inspected	Years	1.46%	12.65%	7.25%	5%	5%
Utilities: Linear feet of surface water condition video assessment performed	Years	30,860	12,000	158,413	109,296	109,296

140.23PA

Ranking

32

Title: Storm and Surface Water Infrastructure Condition Assessment

Department: Utilities

	<u>2019</u>	<u>2020</u>
Budget:	\$304,716	\$315,703
FTE:	1.20	1.20

The Surface Water Operations & Maintenance Infrastructure Condition Assessment Program uses Closed Circuit TV (CCTV) equipment to provide digital images of the inside of drainage pipes. These images are used to evaluate and identify defects that need repair. Defects can cause pollution to enter the system as well as lead to catastrophic failures that have the potential to result in flooding, damage to roadways and down-slope properties, and liability claims. The overall goal of this program is to locate and repair defects within pipes before failures occur and to also assess the system for long-term repair and replacement needs.

Condition assessment provides valuable asset management information for the Utilities repair and replacement program by identifying and documenting overall trends in pipe condition. This is essential information when developing long-term replacement funding strategies for aging infrastructure.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Utilities: Number of surface water pipe defects identified through condition assessment activities requiring repair or replacement	Years	567	5	25	75	75
Utilities: Percent of surface water system video inspected	Years	1.46%	12.65%	7.25%	5%	5%
Utilities: Linear feet of surface water condition video assessment performed	Years	30,860	12,000	158,413	109,296	109,296

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Healthy and Sustainable Environment

140.16NA **Title:** Water Meter Repair and Replacement Program

Ranking **Department:** Utilities

33

	2019	2020
Budget:	\$449,951	\$466,674
FTE:	2.25	2.25

This proposal provides for regular testing, calibration, repair and replacement of City-owned water meters at established intervals to ensure meter accuracy for water and sewer revenue collection, equitable billing and rates, early leak detection for the customer, and to promote water conservation. Meter box maintenance activities are included to ensure safe access for meter reading and to shut off the water service in the event of an emergency. Utilities bills customers for water, wastewater, and storm drainage services, services which are necessary to foster a healthy and sustainable environment. Services are entirely supported by ratepayers and generate rate revenue. Bellevue’s water system is a network of components that deliver almost 6 billion gallons of drinking water a year.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Utilities: Percent of commercial meters that meet accuracy standards at the time of the test	Years	61.82%	16.67%	85%	85%	85%
Utilities: Percent of commercial meters tested annually	Years	25.61%	2.11%	20%	20%	20%

140.27DA **Title:** Private Utility Systems Maintenance Programs

Ranking **Department:** Utilities

34

	2019	2020
Budget:	\$672,950	\$704,252
FTE:	4.55	4.55

This proposal provides funding for Private Utility System Maintenance Program in which City Water Quality inspectors visit private business and residences to inspect private Utility infrastructure to ensure components are working correctly. Staff provide recommendations if maintenance is needed, and follow up to make sure the maintenance was correctly performed. This minimizes the risk to the public drinking water system from potential contamination, our streams and lakes from pollutants and the wastewater system from blockages.

This proposal protects public health by preventing drinking water from cross contamination, reduces pollutants in surface water, and funds the Fats, Oils and Grease program to reduce sewer blockages. These programs are mandated by the FEDERAL SAFE DRINKING WATER ACT, CLEAN WATER ACT, and the King County Industrial Waste Program.

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Healthy and Sustainable Environment

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Utilities: Percent of Fat, Oil, Grease removal devices compliant with maintenance requirements	Years	28.02%	47.73%	50%	50%	50%
Utilities: Number of documented drinking water system backflow events	Years	1	0	0	0	0
Utilities: Number of backflow assemblies tested annually	Years	10,314	10,388	13,500	14,200	14,900
Utilities: Percent of planned private drainage inspections performed	Years	67.44%	104.99%	100%	100%	100%

Total:

	<u>2019</u>	<u>2020</u>
Budget:	\$105,115,700	\$106,959,534
FTE:	176.15	176.15

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

OUTCOME OVERVIEW

Improved Mobility and Connectivity 2019-2020

COMMUNITY VALUES

A safe, convenient, efficient, and reliable transportation system that connects people to the places they want to go.

A transportation system that provides options, accommodates growth, and improves how people live, work, and play.

SUPPORTED AREAS OF THE COUNCIL VISION

- Transportation and Mobility
- Regional Leadership and Influence
- Great Places Where You Want to Be
- Economic Development

SUCCESS FACTORS

Existing and Future Infrastructure

Built Environment

Traffic Flow

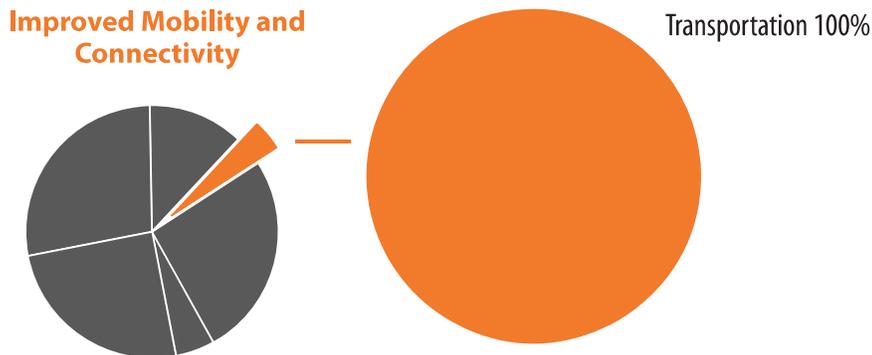
Travel Options

PERFORMANCE INDICATORS

Resident opinion of transportation planning, system predictability, and safety

Operational data on street condition, injury accidents, transit usage, transportation facilities, and commute trips

SUPPORTING DEPARTMENT



Strategic Outcome: Improved Mobility and Connectivity **—Values and Success Factors—**

Community Values:

As a community, Bellevue values a transportation system that is safe, convenient and reliable for all its users as it connects people to the places they want and need to go. An improved transportation system provides for travel options, accommodates growth and improves how people live, work, and play.

Mobility means people and goods can get where they want or need to go. Mobility is essential for both quality of life and economic growth. Bellevue’s transportation systems must not only be safe and efficient, but also must offer options and be accessible to all.

Factors that Contribute to Success:

City staff formed a Results Team for each outcome and ranked submitted budget proposals. The rankings were based on how the proposal achieved the results of the outcome. The rankings from the 2017-2018 Result Teams were used again for the 2019-2020 budget process. The factors and subfactors for Improved Mobility and Connectivity are:

Existing and Future Infrastructure

- Maintenance
- Planning and Design
- Connectivity
- Regional Partnerships
- Investment Value
- Economic Development

Traffic Flow

- Efficiency
- Safety
- Travel Times
- Capacity
- Level of Service
- Construction Impacts

Built Environment

- Accessibility
- Quality of life
- Land Use
- Character
- Sustainability
- Livability

Travel Options

- Multi-modal
- Convenience
- Connections
- Reliability
- Universal Access
- Education and Tools

Strategic Outcome: Improved Mobility and Connectivity —Performance Results—

Are We Achieving Results that Matter?

Community survey results related to transportation are consistent with historical trends. Nearly eight in ten residents say that Bellevue provides a safe transportation system. A large majority of residents believe that Bellevue does a good job of planning and implementing transportation options. Mass transit use has increased multiple years in a row. The city also nearly doubled the footage of trails and walkways from 2016 to 2017.

Key Community Indicators: Improved Mobility and Connectivity	2014 Results	2015 Results	2016 Results	2017 Results
% of residents who agree or strongly agree that Bellevue is providing a safe transportation system for all users	76%	81%	83%	79%
% of residents who say they can travel within the city of Bellevue in a reasonable and predictable amount of time	70%	64%	72%	62%
% of residents who agree that Bellevue is doing a good job of planning for and implementing a range of transportation options (such as light rail, bus, bikeways, walkways and streets)	68%	68%	75%	70%

Key Performance Indicators	2015 Results	2016 Results	2017 Results	2017 Target
Mass Transit Use - Average weekday transit boardings and alightings (citywide)	54,690	57,430	60,000	at least 62,000
Connectivity of Trails and Walkways – Linear feet completed (sidewalks, on-street bike facilities, off-street bike facilities and trails)	33,821	35,022	61,899	at least 45,000
Street Maintenance Conditions – Average pavement rating across the arterial roadway system	78	79	78	at least 78
Street Maintenance Conditions – Average pavement rating for residential streets	80	81	79	at least 76

Cause & Effect Map

2
0
1
7
-
2
0
1
8



Improved Mobility and Connectivity

As a community, Bellevue values...



- A safe, convenient, efficient, and reliable transportation system that connects people to the places they want to go.
- A transportation system that provides options, accommodates growth, and improves how people live, work, and play.

Council Vision – Strategic Target Areas

- Transportation and Mobility
- Regional Leadership and Influence
- Great Places Where You Want to Be
- Economic Development

Factors:

Existing & Future Infrastructure

- Maintenance
- Planning & Design
- Connectivity
- Regional Partnerships
- Investment Value
- Economic Development

Traffic Flow

- Efficiency
- Safety
- Travel Times
- Capacity
- Level of Service
- Construction Impacts

Built Environment

- Quality of life
- Land Use
- Character
- Sustainability
- Livability
- Accessibility

Travel Options

- Multi-modal
- Convenience
- Connections
- Reliability
- Universal Access
- Education and Tools

Key Community Indicators:

- % of residents who agree that the City is providing a safe transportation system for all users.
- % of residents and businesses who say they can travel to, from and within the City of Bellevue in a reasonable and predictable amount of time.
- % of residents who agree that Bellevue is doing a good job of planning for and implementing a range of transportation options.

Key Performance Indicators:

- Condition of the City's arterials and residential streets.
- Number of injury accidents on City streets.
- Estimated value of saved time (in \$) from intelligent transportation systems.
- Addition of new sidewalks, bike facilities, and trails.
- Average weekday transit usage (Citywide).
- Use of alternate modes for commute trips.

Preliminary Budget by Outcome

Proposal Sheet 2019-2020

Outcome: Improved Mobility and Connectivity

The 2017-2018 Results Team evaluated and ranked each proposal submitted by departments in order of funding priority. The results of their work is displayed in the table below. There is a rank of 0 if the proposal is new for the 2019-2020 Preliminary Budget. The proposals are summarized in the Proposal Summaries by Outcome within this section.

Rank	Dept*	Proposal #	Proposal Title	Proposal Type**	Council Priority	2019-2020		Funding Source***
						2020 FTE	Budgeted Expenditure	
0	TRANS	130.502NA	New Infrastructure Maintenance and Operations	E		0.00	\$1,739,262	General
1	TRANS	130.31NA	Traffic Signal Maintenance	E		8.50	\$2,796,502	General
2	TRANS	130.24NA	Signal Operations and Engineering	E	●	3.00	\$1,019,549	General
3	TRANS	130.22NA	Transportation System Maintenance (Non-Electric)	E		19.50	\$8,071,406	General, Utilities
4	TRANS	130.07DA	East Link Overall	E	●	5.00	\$1,773,715	General
5	TRANS	130.33NA	Transportation CIP Delivery Support	E	●	29.44	(\$3,605,742)	General
6	TRANS	130.11NA	Smart Mobility (Intelligent Transportation Systems ITS)	E	●	6.00	\$1,999,573	General
7	TRANS	130.14NA	Modeling and Analysis Core Functions	E	●	4.00	\$1,238,551	General
8	TRANS	130.85DA	Pavement Management	E		3.50	\$383,891	General
9	TRANS	130.36NA	Transportation Implementation Strategies	E	●	4.50	\$2,131,709	General, Grants
10	TRANS	130.13NA	Long-Range Transportation Planning	E	●	4.00	\$985,487	General
11	TRANS	130.04NA	Department Management and Administration	E	●	11.21	\$3,889,463	General
12	TRANS	130.30NA	Traffic Safety and Engineering	E	●	12.80	\$3,317,000	General
13	TRANS	130.35NA	Emergency Management/Preparedness for the Transportation System	E		2.00	\$759,003	General
14	TRANS	130.06NA	Transportation Drainage Billing	E		0.00	\$9,206,653	General
Total:						113.45	\$35,706,022	

*Department Abbreviations

Acronym	Department Name
TRANS	Transportation

**Proposal Type

E = Existing - same service level as previous biennium
 N = New - entirely new proposal

***Funding Source

Additional fund information can be found in Department pages and Appendix F.

Improved Mobility and Connectivity	
Total Outcome Appropriation matches Figure 8b-5	
\$000	
Operating and Special Purpose	\$35,706
Capital (from Figure 8b-16)	\$101,041
Total Outcome Appropriation	\$136,747

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Improved Mobility and Connectivity

130.502NA **Title:** New Infrastructure Maintenance and Operations

Ranking **Department:** Transportation

		<u>2019</u>	<u>2020</u>
Budget:	\$682,443	\$1,056,819	
FTE:	0.00	0.00	

0

This proposal funds the needed operations and maintenance of new infrastructure built in Bellevue. Infrastructure includes new roadways, turn lanes, traffic signals, street lights, traffic cameras, flashing crosswalks, sidewalks, signs, pavement markings, landscaping/trees, fiber optics, etc. New transportation infrastructure is added through projects funded by the CIP, Levy, Development Projects, and Regional Projects (Metro/ST/WSDOT/etc.). The needed new funding is calculated by analyzing individual projects for the type of infrastructure they are adding—each type has an annual maintenance cost, and the individual costs are rolled up to calculate the annual need. Funding is assigned to the appropriate line items in the Traffic Management budgets. To deliver new infrastructure maintenance & operations (NIMO), we plan to use a contracting approach to keep needed new labor staff lower; however, using NIMO to fund FTE's is anticipated to be needed and justified as outlined in Section 3.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Cost per sq ft for Roadway Repaired (By staff, labor, materials, equip))	Years	\$13.20	\$12.28	\$14.70	\$15.06	\$15.43
Number of potholes repaired (per each)	Years	236	307	300	300	300
Number of street miles swept (lane miles serviced)	Years	4,855	3,388	6,042	6,042	6,042
Street lights relamped	Years	525	514	400	400	400
Preventative maintenance program completion	Years	89%	94%	90%	95%	95%

130.31NA **Title:** Traffic Signal Maintenance

Ranking **Department:** Transportation

		<u>2019</u>	<u>2020</u>
Budget:	\$1,364,049	\$1,432,453	
FTE:	8.50	8.50	

1

This proposal will continue to maintain the City's 202 traffic signals and associated systems (1,574+ assets), including standby for after-hour response. It also provides City and regional project review and coordination, as well as One-Call locating services as mandated by law. This proposal coordinates closely with Signal Operations and Engineering and Intelligent Transportation Systems staff to provide high quality traffic operations and associated facilities to Bellevue. Staff dedicated to signal system field maintenance has remained relatively constant since the early '90's; however, since that time the number of traffic signals has grown from 110 to 202, and assets from 400 to 1,574. Accordingly, the maintenance program now replaces certain "high value" assets on a set schedule (EERF program), reducing unscheduled failures. This strategy has enabled Bellevue to reduce the number of traffic interrupting failures to the signal system despite status quo staffing allocations.

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Improved Mobility and Connectivity

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Traffic signal maintenance staff	Years	7	7	7	7	7
Traffic signals	Years	198	200	203	210	216
Total signal assets	Years	1,637	1,574	1,600	1,650	1,700
Preventative maintenance program completion	Years	89%	94%	90%	95%	95%
Intersection safety checks	Years	102	124	160	175	189
Annual hours providing underground facility locating services (one-call locates)		918	447	1,000	1,000	1,000
Annual requests for underground facility locating services (one-call locates)	Years	17,876	19,280	20,000	20,000	20,000
Number of Locates Actually Requiring a Response	Months	N/A	N/A	800	800	800
Total Number of Locates Performed (each)	Years	794	261	750	750	750

130.24NA

Ranking

2

Title: Signal Operations and Engineering

Department: Transportation

	2019	2020
Budget:	\$498,210	\$521,339
FTE:	3.00	3.00

This proposal provides citywide signal timing, Traffic Management Center (TMC) operations, traffic signal engineering, signal timing complaint investigation/response, response to traffic camera video requests, street light engineering and design, signal and lighting standards and specifications, emergency management support, ADA upgrades for traffic signals, and management of emergency vehicle preemption (EVP) upgrades. Traffic signal operations utilizes Intelligent Transportation Systems elements such as a traffic surveillance camera system and the Sydney Coordinated Adaptive Traffic System to significantly increase system efficiency. The street light engineering utilizes new LED technology for cost savings and carbon footprint reduction. Traffic simulation modeling is supported for the assessment of proposed roadway changes and mitigations for major projects. Daily signal operations are performed to address blocking incidents, road construction, holidays, and special event traffic.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
PM peak delay reduction from signal coordination	Years	11%	11%	11%	11%	11%
Signal timing requests from public reviewed/responded	Years	219	192	150	150	150
New LED street lights installed	Years	1,264	220	200	200	200
Cumulative energy reduction from efficiency measures (kWh)	Years	982,522	1,105,725	1,350,000	1,600,000	1,700,000
Audible pedestrian signals	Years	73%	78%	80%	85%	90%
Percent of Emergency Vehicle Preemption using GPS Technology	Months	36%	43%	50%	60%	70%

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Improved Mobility and Connectivity

130.22NA

Title: Transportation System Maintenance (Non-Electric)

Ranking

Department: Transportation

	2019	2020
Budget:	\$3,894,703	\$4,176,703
FTE:	19.50	19.50

3

The transportation system requires maintenance and repair services to increase the safety of motorized and pedestrian/bicycle users, improve traffic flow, reduce collisions, claims, and associated injuries and prolong the system’s useful life. This proposal maintains the significant investments Bellevue has made in its streets, sidewalks, and bike lanes; and, provides response to immediate safety issues such as potholes, accident debris, blocking vegetation, hazardous trees, and tripping hazards. Support for after-hour maintenance needs is also included. Our roadway infrastructure is aging and repair needs are increasing, and this proposal supports advancing mobile workforce and asset tracking efforts to gain capacity and efficiency without new staff. The 2018 Budget Survey indicates maintenance of existing streets and sidewalks as the 6th most important of 39 services.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Percent of potholes filled within 24 hours of notice	Years	97.60%	100%	97%	97%	97%
Percent of critical sign emergency calls responded to within 1 hour	Years	85.20%	66.70%	95%	95%	95%
Cost per sq ft for Roadway Repaired (By staff, labor, materials, equip))	Years	\$13.20	\$12.28	\$14.70	\$15.06	\$15.43
Number of potholes repaired (per each)	Years	236	307	300	300	300
Street Maintenance-Related Claims Received	Years	15	29	20	20	20
Percent of Transportation Asset Types in Maximo System with GIS Location Data	Years	0%	0%	75%	75%	75%
Number of Completed Projects Closed Out with GIS Asset Data added to Maximo	Years	5	0	20	20	20
Number of Street Maintenance External Customer Requests	Years	2,446	4,242	1,500	1,500	1,500
Percent of Vegetation-related Sight Line Complaints - Response Within 24-Hours	Years	83.67%	88.10%	93%	93%	93%

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Improved Mobility and Connectivity

130.07DA

Title: East Link Overall

Ranking

Department: Transportation

	2019	2020
Budget:	\$866,681	\$907,034
FTE:	5.00	5.00

4

This proposal enables continued City involvement in the East Link light rail project. East Link is a voter approved \$2.8 billion extension of light rail that will connect Bellevue with Overlake, Mercer Island and Seattle. It will support the continued growth and development of the Downtown and the redevelopment of the Wilburton and Bel-Red areas. In 2011 the City and Sound Transit (ST) entered into a Memorandum of Understanding (MOU) and an Amended MOU in 2015. The Amended MOU commits the City and Sound Transit to project delivery elements to advance design and construction of the East Link Light Rail and Bel Red Operations and Maintenance Satellite Facility (OMSF). It created a Collaborative Design Process to facilitate resolution of issues and advance the project; and a Collaborative Construction Program to advance construction. This project is a major focus for the City Council and broader community.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Percent of residents who agree that the city is doing a good job of planning for growth in ways that will add value to their quality of life	Years	74%	72%	80%	80%	80%

130.33NA

Title: Transportation CIP Delivery Support

Ranking

Department: Transportation

	2019	2020
Budget:	(\$1,834,050)	(\$1,771,692)
FTE:	29.44	29.44

5

Public surveys continue to identify transportation concerns as high on the list of issues that affect perceptions about quality of life in Bellevue. This proposal funds the core functions needed to deliver Transportation Capital Investment Program (CIP) projects and programs in a cost-effective, timely, and efficient manner. Core CIP functions reflect the work needed to take transportation capital projects from proposal to reality: pre-design activities, preliminary and final engineering design, project management, construction management, contract administration, construction inspection, construction materials testing, financial management, and CIP public involvement. It also funds projects/programs that coordinate with WSDOT, King County and other adjacent jurisdictions on regional transportation opportunities. Projects/programs cover the spectrum of system benefits – capacity improvements, safety, maintenance and multi-modal projects.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Total percentage variance of actual construction costs from the original construction contract	Years	-1.10%	-7.10%	6%	6%	6%
Design cost at bid award as percentage of contract cost	Years	20%	22%	22%	22%	22%
Construction engineering labor cost as percentage of contract cost	Years	29%	30%	10%	10%	10%

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Improved Mobility and Connectivity

130.11NA

Title: Smart Mobility (Intelligent Transportation Systems ITS)

Ranking

Department: Transportation

		2019	2020
Budget:		\$976,893	\$1,022,680
FTE:		6.00	6.00

6

This proposal provides maintenance and operations for existing Smart Mobility (aka Intelligent Transportation Systems - ITS) programs and devices, and planning and design efforts for future Smart Mobility technologies. Smart Mobility is Bellevue’s program to add new mobility options and intelligence and communication technology to transportation infrastructure to provide a higher level of mobility and information to all roadway users. This program was recently expanded to include development of partnerships to support emerging automated, connected, electric and shared vehicle technology. This program supports the City’s goal of becoming a truly “Smart City” through the efficient management and integration of all City functions. Smart Mobility solutions such as the state of the art SCATS (Sydney Coordinated Adaptive Traffic System) signal system provide gains in system wide efficiency without widening roads, and thus have a very high benefit to cost ratio.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
SCATS flashing yellow arrow delay reduction value	Years	\$4,250,000	\$4,450,000	\$4,250,000	\$4,250,000	\$4,250,000
Traffic cameras (network/digital)	Years	38%	41%	45%	52%	60%
Speed Feedback Signs	Years	48	55	52	54	56
SCATS total delay reduction value estimate	Years	\$10,625,000	\$11,125,000	\$10,500,000	\$10,500,000	\$10,500,000

130.14NA

Title: Modeling and Analysis Core Functions

Ranking

Department: Transportation

		2019	2020
Budget:		\$604,972	\$633,579
FTE:		4.00	4.00

7

This proposal seeks funding for travel demand forecasting and analysis support provided for multiple City departments and, through a longstanding partnership agreement, for the Cities of Kirkland and Redmond. The program provides data and analytical support for the City’s critical transportation planning and engineering functions such as evaluating proposed new developments to determine concurrency, assessing land use and emerging technology impacts on the transportation system, identifying multi-modal improvement options to support the city’s continued economic development, and prioritizing safety projects to meet the City’s safe community objectives.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Percent of development projects reviewed for concurrency within two weeks of submittal by Development Review staff	Years	100%	100%	100%	100%	100%
% of System Intersections operating better than the traffic standard	Years	90%	90%	85%	85%	85%
% of Mobility Management Areas expected to meet the concurrency standard in 6 years	Years	100%	100%	100%	100%	100%

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Improved Mobility and Connectivity

130.85DA

Title: Pavement Management

Ranking

Department: Transportation

	Budget:	2019 \$186,358	2020 \$197,533
	FTE:	3.50	3.50

8

This proposal is to provide funding for 3.5 FTEs for the design, management, implementation, and inspection of the Pavement Management Program (PMP). The use of a PMP is required per RCW 46.68.113 and WAC 136-320. The program is responsible to ensure that all City roads are maintained and resurfaced at the most cost-effective time and condition. Adjacent sidewalk wheelchair ramps must also meet accessibility requirements under the Americans with Disabilities Act (ADA). Adjacent curb/sidewalk repairs, along with non-standard ramps, are replaced with the street overlay. This program is also responsible to assure that all City bridges are inspected and maintained as required by the Federal Highway Administration's National Bridge Inspection Standards.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Average pavement rating across the arterial roadway system	Years	79	78	78	78	78
Average pavement rating across the residential roadway system	Years	81	79	76	76	76
Percent of bridges with a federal sufficiency rating of "Good" or "Excellent"	Years	100%	100%	100%	100%	100%

130.36NA

Title: Transportation Implementation Strategies

Ranking

Department: Transportation

	Budget:	2019 \$1,067,710	2020 \$1,063,999
	FTE:	4.50	4.50

9

Develop short- and mid-range transportation facility plans and funding strategies that identify, prioritize, and implement multi-modal capital improvement projects, operations and maintenance programs, and efficiency-enhancing transportation demand management (TDM) programs. Outcome-based criteria for improved mobility and connectivity (along with community engagement processes) are employed to ensure the transportation sections of the funded 7-year Capital Investment Program (CIP) Plan, the state statute-required 6-year local Transportation Improvement Program (TIP), and the City Code-required 12-year Transportation Facilities Plan (TFP) are updated and administered as required. The work program includes development and administration of the department's external funding programs including developer impact fees, state and federal grants, and interagency or public-private partnerships.

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Improved Mobility and Connectivity

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Percent of Mobility Management Areas (MMAs) meeting level of service and concurrency standards	Years	100%	100%	100%	100%	100%
Percent of Transportation CIP supported by nonlocal revenue sources	Years	21%	26%	15%	15%	15%
Ratio of biennia grant awards to 10-year biennial average (2016/17 target was \$7.7 million; 2018 target is \$11.5 million)	Years	2.88	2.88	1	1	1
Ratio of annual Transportation Impact Fee revenue collected to adopted budget	Years	0.21	0.23	1	1	1
Percent of workers in Bellevue commuting by a non-drive-alone mode (5-year average, 1-year lag)	Years	26.60%	27%	30%	30%	31%
Percent of Bellevue residents commuting by a non-drive-alone mode (5-year average, 1-year lag)	Years	34.10%	34.90%	38%	38%	39%

130.13NA

Ranking

10

Title: Long-Range Transportation Planning

Department: Transportation

	2019	2020
Budget:	\$482,079	\$503,408
FTE:	4.00	4.00

This proposal advances policy direction in the Comprehensive Plan to plan and build a multi-modal transportation system that provides equitable mobility, supports economic vitality, sustains community character, and enhances personal safety and overall public health. Transportation planners identify emerging trends, engage the community in decision making, and prepare and implement strategies to ensure that people have access to mobility options that suit their needs and means. Planners develop policy recommendations, manage and support subarea planning and corridor studies, lead transportation facility planning and manage CIP resources to design and build projects that improve safety, access and connectivity. Planners coordinate with public officials, City departments, community groups, business organizations, and agencies to ensure that transportation strategies support the City's vision for mobility and align with regional plans.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Percent of residents who agree that Bellevue is doing a good job of planning for and implementing a range of transportation options	Years	75%	70%	70%	70%	70%
Percent of residents who agree that the city is doing a good job of planning for growth in ways that will add value to their quality of life	Years	74%	72%	80%	80%	80%
Average weekday transit boardings and alightings (citywide)	Years	57,430	60,000	65,000	68,000	70,000
Connectivity of trails and walkways - linear feet completed (sidewalks, on-street bike facilities, off-street bike facilities and trails)	Years	35,022	61,899	55,000	65,000	75,000

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Improved Mobility and Connectivity

130.04NA Title: Department Management and Administration

Ranking Department: Transportation

		2019	2020
Budget:	\$1,910,675	\$1,978,788	
FTE:	11.21	11.21	

11

This proposal provides funding for strategic leadership on transportation issues within the organization and region, manages and/or provides oversight over all lines of department business, and provides general administrative and financial support to the Department. These resources benefit all functions within the Department logically lending themselves to a single proposal for management and administration.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Percentage of residents that agree or strongly agree that improving transportation is the biggest problem in the city	Years	42%	44%	50%	50%	50%
Variance between Q2 GF expenditure projections and year end actuals	Years	0.28%	0.71%	1%	1%	1%
Variance between Q2 GF revenue projections and year end actuals	Years	1.42%	2.49%	3%	3%	3%
Number of audit exit items related to best practices/standards requiring follow-up as noted from local, state, and federal audits	Years	0	0	0	0	0
When possible, decision making and ownership are given to employees doing the actual work in my Department	Years	N/A	3.8	4	4	4

130.30NA Title: Traffic Safety and Engineering

Ranking Department: Transportation

		2019	2020
Budget:	\$1,619,025	\$1,697,975	
FTE:	12.80	12.80	

12

This proposal funds traffic engineering services to ensure the operation of a safe and efficient transportation system for all users. Proposal staffing operates and implements projects from arterials to neighborhood streets, with a focus on traffic operations, safety, connectivity, construction of walking/biking facilities, crosswalks, and traffic calming. Staff also provide engineering support to regional, capital programming, planning and development projects. This proposal supports Council priorities of transportation projects in neighborhoods, focusing on safety, connectivity, congestion relief, and traffic calming. Bellevue voters also support these projects, approving the transportation levy in 2016 to address project backlogs in these areas. Using Vision Zero/Complete Streets as guiding principles, staff develop programs and projects that work to educate users, reduce serious injuries, increase neighborhood livability, and advance pedestrian/bike/transit mobility.

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City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Improved Mobility and Connectivity

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Annual public cost savings from collision reduction projects	Years	\$3,850,000	\$5,100,000	\$5,100,000	\$5,200,000	\$5,300,000
Percent of requests reviewed/responded to with recommendation within 6 weeks	Years	55%	52%	80%	80%	80%
Number of projects designed and/or constructed per year	Years	34	46	25	30	30
Number of Customer Concerns	Years	535	510	200	200	200
Number of vehicle, ped and bicycle disabling injuries and fatalities	Years	24	20	13	12	12

130.35NA

Ranking

13

Title: Emergency Management/Preparedness for the Transportation System

Department: Transportation

	<u>2019</u>	<u>2020</u>
Budget:	\$371,872	\$387,131
FTE:	2.00	2.00

This proposal provides equipment, training, preparedness plans, and material stock for transportation system emergencies such as snow and ice storms, windstorms, and earthquakes. This includes equipment preparation, developing and updating emergency response priority maps, detour route information and signage, and stocking traction sand, anti-icer, and de-icer. Also included are regular updates to emergency management plans and procedures, emergency response training and exercises, emergency management team meetings (both departmental and citywide), weather monitoring, and other activities contributing to preparedness. An average amount of small-scale load-up, ice patrol, and hilltop snow response or ice prevention is included. Funding for full-scale event response including interdepartmental staffing, overtime, support, and materials is not included in this proposal.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Workload and call tracking are monitored for each event and positive feedback received from the community and City Council	Years	100%	100%	100%	100%	100%
Stock is on hand, staff trained and equipment ready for ice and snow and winter storms by November 15 of each year	Years	100%	100%	100%	100%	100%
Sufficient store of materials for the first 48 hours of an event	Years	100%	100%	100%	100%	100%
Preventable equipment breakdowns in the first 12 hours of the event	Years	0	0	0	0	0
Annual Total of Lane Miles Requiring Anti-icing Application	Years	495	891	900	900	900

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Improved Mobility and Connectivity

130.06NA **Title:** Transportation Drainage Billing

Ranking **Department:** Transportation

14

		<u>2019</u>	<u>2020</u>
Budget:	\$4,457,240	\$4,749,413	
FTE:	0.00	0.00	

This proposal is for funds for the Transportation Department to pay for storm drainage from Bellevue's roadways to the City's Stormwater Utility. This system manages runoff from impervious surfaces to prevent flooding, and to preserve existing streams and wetlands, keeping them free from pollutants. Transportation owns over 120,000,000 sq ft of impervious streets. Transportation is billed for 26.5% of the surface as lightly developed (medians, plantings, etc). The other 73.5% is billed as heavily developed. Heavily developed properties have much greater runoff and are charged at a higher rate. These calculations have been determined to take credit for detention systems into account.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Storm Drainage Bill Paid	Years	Yes	Yes	Yes	Yes	Yes

		<u>2019</u>	<u>2020</u>
Total:	Budget:	\$17,148,860	\$18,557,162
	FTE:	113.45	113.45

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OUTCOME OVERVIEW

Quality Neighborhoods and Innovative, Vibrant and Caring Community 2019-2020

COMMUNITY VALUES

An attractive, well-maintained and safe neighborhood.

A neighborhood that supports all families.

Convenient access to day-to-day activities.

A diverse community where there are opportunities for all generations to live well, work, and play.

A community that is visionary and fosters creativity.

A community that encourages civic engagement and is welcoming, supportive, and demonstrates caring for people through actions.

A "City in a Park".

SUPPORTED AREAS OF THE COUNCIL VISION

- Transportation and Mobility
- High-Quality Built and Natural Environment
- Great Places Where You Want to Be
- Achieving Human Potential

SUCCESS FACTORS

Citizen Involvement

Neighborhood Identity

Innovation and Adapatability

Facilities and Amenities

Community Safety and Support

Neighborhood Mobility

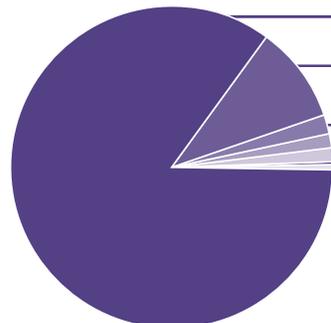
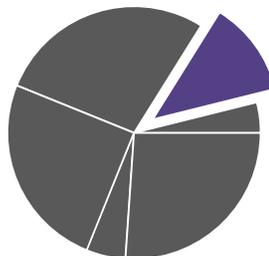
PERFORMANCE INDICATORS

Resident opinion of community and neighborhood character

Operational data on customer service, neighborhood outreach, parks, and human services programs

SUPPORTING DEPARTMENTS

Quality Neighborhoods



- Parks & Community Services 85.6%
- Community Development 9.4%
- Development Services 1.9%
- Utilities 1.6%
- City Manager 1.2%
- Civic Services 0.5%
- Other 0.5%

Strategic Outcome:
Quality Neighborhoods/Innovative, Vibrant, and Caring Community
—Values and Success Factors—

Community Values:

Bellevue values attractive, well-maintained, safe neighborhoods that support all families and provide convenient access to day-to-day activities. Bellevue values a diverse community that has opportunities for all generations to live well, work and play. Bellevue aspires to be a visionary and creative community that encourages civic engagement. Bellevue values a welcoming, supportive community that demonstrates caring for people through actions. Bellevue is proud to be a “City in a Park.”

Factors that Contribute to Success:

City staff formed a Results Team for each outcome and ranked submitted budget proposals. The rankings were based on how the proposal achieved the results of the outcome. The rankings from the 2017-2018 Result Teams were used again for the 2019-2020 budget process. The factors and subfactors for Quality Neighborhoods/Innovative, Vibrant, and Caring Community are:

Citizen Involvement

- Create Public Interest
- Inclusive Programs
- Outreach and Communication
- Recreation and Social Interaction
- Multicultural Activities
- Support Services

Innovation and Adaptability

- Partnering and Collaborating
- Planning
- Culture and Creativity
- Involvement

Community Safety and Support

- Safety Education
- Security
- Accessible and Affordable Programs
- Outreach and Problem Solving
- Equity and Cultural Competence

Neighborhood Identity

- Character
- Diversity
- Pride
- Social Connectivity
- Public Places
- Neighborhood Enhancement

Facilities and Amenities

- Partnerships
- Safe and Well Maintained
- Participation
- Place Making
- Educational Facilities

Neighborhood Mobility

- Universal Access
- Connecting Neighborhoods
- Safe and Well Maintained
- “Green” Choices
- Partnering and Collaborating
- Planning

Strategic Outcome:
Quality Neighborhoods/Innovative, Vibrant, and Caring Community
—Performance Results—

Are We Achieving Results that Matter?

Survey results confirm that Bellevue is a welcoming, supportive “City in a Park” in which all generations have opportunities to live, work and play. A significant majority of residents believe that their neighborhoods are well-maintained, good places to live. Almost three-fourths of residents live within close, walking distance of parks or trails. Over nine in ten Human Services programs funded by the city have met their contract goals, and this has been the case for many years in a row.

Key Community Indicators: Quality Neighborhoods/Innovative, Vibrant, and Caring Community	2014 Results	2015 Results	2016 Results	2017 Results
% of residents who agree or strongly agree that Bellevue fosters and supports a diverse community in which all generations have opportunities to live, work and play	85%	80%	77%	76%
% of residents who view Bellevue as a visionary community in which creativity is fostered	72%	75%	79%	67%
% of residents who agree that the city promotes a community that encourages civic engagement	83%	82%	82%	77%
% of residents who agree that Bellevue is a welcoming and supportive and demonstrates caring for people through actions	83%	84%	85%	79%
% of residents who agree or strongly agree that Bellevue has attractive neighborhoods that are well-maintained	95%	94%	93%	89%
% of residents who agree or strongly agree that Bellevue can rightly be called a “City in a Park”	68%	71%	68%	65%

Key Performance Indicators	2015 Results	2016 Results	2017 Results	2017 Target
% of Human Services programs meeting contract goals	92%	93%	95%	at least 90%
% of households living within one-third mile walking distance of park or trail access point	72%	73%	73%	at least 72%
% of residents who say their neighborhood is a good or excellent place to live	94%	95%	95%	N/A
Number and dollar value of volunteer participation in park programs	4,617 \$3012	6,427 \$3047	4,259 \$3328	N/A

Cause & Effect Map



Quality Neighborhoods and Innovative, Vibrant and Caring Community



2
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As a community, Bellevue values...

- An attractive, well-maintained and safe neighborhood.
- A neighborhood that supports all families.
- Convenient access to day-to-day activities.
- A diverse community where there are opportunities for all generations to live well, work, and play.
- A community that is visionary and fosters creativity.
- A community that encourages civic engagement and is welcoming, supportive, and demonstrates caring for people through actions.
- A "City in a Park".

Council Vision – Strategic Target Areas

- **Transportation and Mobility** - Getting into, around and through Bellevue is a given
- **High-Quality Built and Natural Environment** - Bellevue has it all
- **Great Places Where You Want to Be** - Place to be inspired by culture, entertainment and nature
- **Achieving Human Potential** - Caring community where all residents enjoy a high quality of life

FACTORS

Citizen Involvement

- Create Public Interest
- Inclusive Programs
- Outreach and Communication
- Recreation and Social Interaction
- Multicultural Activities
- Support Services

Innovation and Adaptability

- Partnering and Collaborating
- Planning
- Culture and Creativity
- Involvement

Community Safety and Support

- Safety Education
- Security
- Accessible and Affordable Programs
- Outreach & Problem Solving
- Equity and Cultural Competence

Neighborhood Identity

- Neighborhood Enhancement
- Character
- Diversity
- Pride
- Social Connectivity
- Public Places

Facilities and Amenities

- Partnerships
- Safe and Well Maintained
- Participation
- Place Making
- Educational Facilities

Neighborhood Mobility

- Universal Access
- Connecting Neighborhoods
- Safe and Well Maintained
- "Green" Choices
- Partnering and Collaborating
- Planning

Key Community Indicators

- % of residents who agree that Bellevue has attractive and well maintained neighborhoods.
- % of residents who agree that Bellevue neighborhoods are safe.
- % of residents who feel they live in neighborhoods that support all families.
- % of residents who say their neighborhoods provide convenient access to their day-to-day activities.
- % of residents who agree that Bellevue fosters and supports a diverse community in which all generations have good opportunities to live well, work, and play.
- % of residents who view Bellevue as a visionary community in which creativity is fostered.
- % of residents who agree that the City promotes a community that encourages civic engagement.
- % of residents who agree that the City is welcoming and supportive by demonstrating care for people through actions.
- % of residents who agree that Bellevue can rightly be called a "City in a Park".

Key Performance Indicators

- % of residents with average to strong sense of community.
- % of residents who say their neighborhood is a good or excellent place to live.
- # of citizens served by our Human Services each year.
- % of households that have visited a neighborhood park or facility over last year.
- # of resident requests served by Mini City Hall.
- # of residents participating in City outreach events.
- % of human services programs meeting contract performance goals.
- % of program vacancies and/or # of programs with wait list.
- # residents served by human services contracting agencies.
- # of registrants for city recreation programs.
- Average frequency of park usage by Bellevue residents.
- Volunteering in the community as measured in city and partner agencies.
- % of residents satisfied with job city is doing planning for the future.

Preliminary Budget by Outcome

Proposal Sheet 2019-2020

Outcome: **Quality Neighborhoods/Innovative Vibrant and Caring Community**

The 2017-2018 Results Team evaluated and ranked each proposal submitted by departments in order of funding priority. The results of their work is displayed in the table below. There is a rank of 0 if the proposal is new for the 2019-2020 Preliminary Budget. The proposals are summarized in the Proposal Summaries by Outcome within this section.

Rank	Dept*	Proposal #	Proposal Title	Proposal Type**	Council Priority	2019-2020		Funding Source***
						2020 FTE	Budgeted Expenditure	
0	Parks	100.16DA	Parks CIP M&O Staffing	N		3.00	\$528,751	General
1	Parks	100.04NA	Human Services Planning Funding and Regional Collaboration	E		5.60	\$16,372,209	General, Grants, Human Services
2	Parks	100.12NA	Parks & Community Services Management and Support	E		13.00	\$6,073,227	General
3	Parks	100.11NA	Park Planning and Property Management	E		8.00	\$2,710,728	General, LPRF, Marina
4	CD	115.12NA	CD Department Management and Support	E		3.00	\$1,006,445	General
6	CD	115.08PA	Neighborhood Services Division	E	●	7.36	\$2,155,336	General, Grants
7	Parks	100.06NA	Community and Neighborhood Parks Program	E		31.00	\$13,098,652	ERF, General, Parks Ent, Utilities
8	Parks	100.08NA	Structural Maintenance Program	E		21.00	\$12,415,263	ERF, General
9	Parks	100.01NA	Community Recreation	E		32.68	\$13,480,051	General
10	CD	115.10PA	Housing Trust Fund Contribution and ARCH Administration	E	●	5.00	\$1,322,220	General, Housing
11	FIRE	070.15DA	Bellevue Fire CARES Support	N		0.25	\$397	General
11	FIRE	070.15PA	Bellevue Fire CARES Program	E		0.75	\$230,820	General
12	Parks	100.03NA	Parks Enterprise Programs	E		17.00	\$10,267,024	Park M&O, Parks Ent
13	DS	110.07NA	Code Compliance Inspection and Enforcement Services	E		6.50	\$1,809,819	DS
14	CMO	040.15NA	Bellevue Diversity Initiative: Cultural Competence & Equity	E	●	3.00	\$1,109,963	General
15	Parks	100.02NA	Youth Development Services	E		5.00	\$2,481,438	General
16	UTIL	140.29NA	Utilities Rate Relief Program	E		0.95	\$1,503,477	Utilities
17	Parks	100.10NA	Street Trees Landscaping & Vegetation Management Program	E		5.00	\$5,357,967	ERF, General
17	CD	115.01DA	Planning Division, New Convert LTE	N	●	1.00	\$243,763	General
17	CD	115.01NA	Planning Division	E	●	12.50	\$3,990,218	General
Total:						181.59	\$96,157,768	

Preliminary Budget by Outcome

Proposal Sheet 2019-2020

Outcome: Quality Neighborhoods/Innovative Vibrant and Caring Community

The 2017-2018 Results Team evaluated and ranked each proposal submitted by departments in order of funding priority. The results of their work is displayed in the table below. There is a rank of 0 if the proposal is new for the 2019-2020 Preliminary Budget. The proposals are summarized in the Proposal Summaries by Outcome within this section.

Rank	Dept*	Proposal #	Proposal Title	Proposal Type**	Council Priority	2020 FTE	2019-2020 Budgeted Expenditure	Funding Source***
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***Department Abbreviations**

Acronym	Department Name
CD	Community Development
CMO	City Manager
DS	Development Services
FIRE	Fire
Parks	Parks & Community Services
UTIL	Utilities

Quality Neighborhoods/Innovative Vibrant and Caring	
Total Outcome Appropriation matches Figure 8b-5	
\$000	
Operating and Special Purpose	\$96,158
Capital (from Figure 8b-16)	\$39,760
Total Outcome Appropriation	\$135,918

****Proposal Type**

E = Existing - same service level as previous biennium

N = New - entirely new proposal

*****Funding Source**

Additional fund information can be found in Department pages and Appendix F.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Quality Neighborhoods/Innovative Vibrant and Caring Community

100.16DA

Title: Parks CIP M&O Staffing

Ranking

Department: Parks & Community Services

	2019	2020
Budget:	\$257,479	\$271,272
FTE:	3.00	3.00

0

This proposal includes 3 full-time positions to maintain Meydenbauer Bay Park Phase I (2 FTEs – 1 Skilled Worker and 1 Structural Maintenance Specialist) and Surrey Downs Park (1 FTE – 1 Skilled Worker) which are scheduled for completion by the end of 2018. City financial policy is to maintain new investments, and that capital projects should only be built if the necessary funding to operate them is provided. Meydenbauer has been a long-term vision of City Council, supports the growing downtown population, is part of a larger economic development strategy including the Grand Connection. Surrey Downs is an approved 2008 Parks Levy project, and the cost of the position is fully offset by property tax revenues collected for park maintenance.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Number of Resource Management Park liability claims paid not to exceed Washington Cities Insurance Authority five year average.	Years	3	4	2.7	2.7	2.7
Percentage of citizen requests for maintenance resolved within 14 days of request	Quarters	88%	100%	90%	90%	90%
Bellevue’s public parks and park facilities appearances are good/excellent	Years	95%	94%	N/A	N/A	N/A
Bellevue’s public parks and park facilities safety is good/excellent	Years	94%	93%	N/A	N/A	N/A
Overall satisfied to very satisfied with parks and recreation in Bellevue?	Years	92%	90%	N/A	N/A	N/A

100.04NA

Title: Human Services Planning Funding and Regional Collaboration

Ranking

Department: Parks & Community Services

	2019	2020
Budget:	\$8,044,307	\$8,327,902
FTE:	5.60	5.60

1

This proposal is the City’s response to the needs documented in the “2017-2018 Human Services Needs Update” by contracting with non-profit human services organizations to provide critical support services to Bellevue residents. Funds also provide the support necessary to manage human services contracts, support the work of the Human Services Commission, and provide City representation in regional human services planning and funding collaboration efforts. Demand for human services continues to increase and stable funding has become increasingly important. Expenditures include federal Community Development Block Grant (CDBG) contracts and pooled cities contracts for which there is offsetting revenue.

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Quality Neighborhoods/Innovative Vibrant and Caring Community

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Number of Bellevue residents served by Human Services contract agencies	Years	57,298	45,175	40,000	40,000	40,000
Percent of Human Services program meeting contract performance goals	Years	93%	95%	90%	90%	90%
Somewhat/strongly agree Bellevue is a welcoming and supportive community that demonstrates caring for people through its actions.	Years	85%	79%	N/A	N/A	N/A

100.12NA

Ranking

2

Title: Parks & Community Services Management and Support

Department: Parks & Community Services

	<u>2019</u>	<u>2020</u>
Budget:	\$2,973,962	\$3,099,265
FTE:	13.00	13.00

This proposal provides strategic leadership, management, financial, and administrative support for Bellevue Parks & Community Services. These resources benefit all programs within the department, but could not logically be spread among approximately 25 operating and capital proposals. Functions include Department Leadership; Fiscal Management; Technology; Public Information; and Board/Commission support. The training budget for the entire department is also included. Operating costs for this proposal represent approximately 3% of the Parks & Community Services budget.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Senior leadership effectively communicates the reasons behind key decisions.	Years	3.67	3.63	3.44	3.44	3.44
Department Accreditation	Years	Yes	Yes	Yes	Yes	Yes
Somewhat/strongly agree Bellevue can rightly be called a "City in a park."	Years	68%	65%	N/A	N/A	N/A
Overall satisfied to very satisfied with parks and recreation in Bellevue?	Years	92%	90%	N/A	N/A	N/A

100.11NA

Ranking

3

Title: Park Planning and Property Management

Department: Parks & Community Services

	<u>2019</u>	<u>2020</u>
Budget:	\$1,323,193	\$1,387,535
FTE:	8.00	8.00

This proposal provides staffing (8 FTE) to implement Park CIP acquisition, development and planning projects over the next seven years, and to manage park system assets at Meydenbauer Marina and the Land Purchase Revolving Fund. Capital projects include voter-supported levy projects; non-levy CIP projects; park renovation projects; planning & design projects and emerging partnership projects. The plan maintains similar CIP supporting revenue to provide for planning and oversight to ensure the efficient implementation of these key community projects and programs.

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Quality Neighborhoods/Innovative Vibrant and Caring Community

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Percent of households living within one-third mile walking distance of park or trail access point	Years	73%	73%	72%	72%	72%
Acres of park and open space per 1,000 population	Years	19.36	19.2	20	20	20
Overall satisfied to very satisfied with parks and recreation in Bellevue?	Years	92%	90%	N/A	N/A	N/A
Feelings about the City's planning efforts are when you want to be involved with Parks and Community Services Department – somewhat /extremely open/accessible	Years	82%	78%	N/A	N/A	N/A

115.12NA

Ranking

4

Title: CD Department Management and Support

Department: Community Development

	<u>2019</u>	<u>2020</u>
Budget:	\$491,279	\$515,166
FTE:	3.00	3.00

This proposal provides strategic leadership, management and general support to the Community Development Department. These resources benefit all functions within the Department, which works to create more vibrant communities, an enhanced built and natural environment, quality neighborhoods, strengthen our economic foundation and to establish Bellevue as the Eastside center for art and culture. Positions included in this proposal are: DCD Department Director, Administrative Services Supervisor and Administrative Assistant. In addition to department-specific functions, the Director contributes to the City's leadership and leads strategic initiatives that benefit the City as a whole. Note that due to the breadth of DCD activities, there is a great deal of overlap in results areas for QN/IVCC, Economic Growth and Competiveness, and Responsive Government.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Percentage of residents who agree Bellevue is a visionary community in which creativity is fostered.	Years	79%	68%	80%	80%	80%
Department employees agree that the environment where they work encourages open and honest communication.	Years	N/A	3.57	4	4	4
Department employees agree that there is basic trust among employees and supervisors in my work environment	Years	N/A	3.91	4	4	4
Percent of residents who agree or strongly agree that Bellevue is doing a good job planning for growth in ways that will add value to residents' quality of life	Years	74%	72%	80%	80%	80%

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Quality Neighborhoods/Innovative Vibrant and Caring Community

115.08PA

Title: Neighborhood Services Division

Ranking

Department: Community Development

	2019	2020
Budget:	\$1,052,652	\$1,102,684
FTE:	7.36	7.36

6

Neighborhood Services works with residents to increase public participation in City decision making, improve responsiveness to neighborhood concerns, preserve neighborhood character and identity, invest in neighborhood improvements, increase the problem solving capacity to resolve local disputes and strengthens local community connections that make Bellevue such a great place to live. Neighborhood Services provide direct service to residents for revitalizing neighborhood associations, supporting community building activities and operates as a primary source for residents for information and assistance. Neighborhood Services serves the entire City, providing current information on neighborhood issues and developing public engagement strategies for major City initiatives. Neighborhood Services Division staffs Neighborhood Outreach, Bellevue’s Conflict Resolution Center & Crossroads Mini City Hall, which provides customer service in multiple languages for Bellevue’s diverse neighborhoods.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Number of residents directly served by our conflict resolution center services each year	Years	2,010	1,902	1,700	1,700	1,700
Percent of residents who agree Bellevue has attractive neighborhoods that are well maintained	Years	93%	90%	95%	95%	95%
Resident contacts by Outreach (Liaison) staff (excluding Mini City Hall)	Years	11,135	10,737	8,500	8,500	8,500
Resident contacts at Mini City Hall	Years	21,589	21,584	20,000	20,000	20,000
Volunteer hours contributed to Neighborhood Services Division	Years	1,197	3,342	2,500	2,500	2,500
Percentage of residents rating their neighborhood as a good or excellent place to live	Years	94%	94%	90%	90%	90%
Percent of residents who agree that the City promotes a community that encourages citizen engagement.	Years	82%	77%	80%	80%	80%
Percent of residents who rate their neighborhood as having an average to strong sense of community.	Years	60%	57%	75%	75%	75%

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Quality Neighborhoods/Innovative Vibrant and Caring Community

100.06NA **Title:** Community and Neighborhood Parks Program

Ranking **Department:** Parks & Community Services

		<u>2019</u>	<u>2020</u>
Budget:	\$6,499,026	\$6,599,626	
FTE:	31.00	31.00	

7

This program provides total grounds management for the city’s community and neighborhood parks, the Bellevue Botanical Garden, sport fields and civic facilities. These public places provide the setting for major community events including the 4th of July Celebration, Arbor Day, Strawberry Festival, Taste of India, Garden d’Lights and the Kelsey Creek Farm Fair. Playgrounds, sports courts, picnic areas, natural areas and City facilities are also components of this program. Access for recreation, sports, educational programs, partnerships, volunteer opportunities and organized social gatherings are also provided. These spaces encourage community interaction among citizens of all ages, abilities, cultures and socio-economic backgrounds. The continued funding of this program will positively contribute to the quality of life for citizens who live, work, learn and play in Bellevue by providing the necessary resources to maintain a safe, clean, attractive and accessible park system.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Number of Resource Management Park liability claims paid not to exceed Washington Cities Insurance Authority five year average.	Years	3	4	2.7	2.7	2.7
Percentage of citizen requests for maintenance resolved within 14 days of request	Quarters	88%	100%	90%	90%	90%
Bellevue’s public parks and park facilities appearances are good/excellent	Years	95%	94%	N/A	N/A	N/A
Bellevue’s public parks and park facilities safety is good/excellent	Years	94%	93%	N/A	N/A	N/A
Overall satisfied to very satisfied with parks and recreation in Bellevue?	Years	92%	90%	N/A	N/A	N/A

100.08NA **Title:** Structural Maintenance Program

Ranking **Department:** Parks & Community Services

		<u>2019</u>	<u>2020</u>
Budget:	\$6,120,540	\$6,294,723	
FTE:	21.00	21.00	

8

This program provides comprehensive management of buildings and structures located within the City’s community park system. These public facilities, intended for people of all ages, abilities, cultures and socio-economic backgrounds provide support for recreational programming, public art, youth and adult educational programs, childcare services, community meetings, civic events and access to rental space. The continued funding of this program will provide all the necessary resources to ensure that facilities are clean, safe, secure and functional. This will allow Parks & Community Services to lengthen the life of City assets, increase the availability and accessibility of public space, manage risk and operate in a manner that exemplifies strong stewardship of existing public resources.

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Quality Neighborhoods/Innovative Vibrant and Caring Community

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
All playgrounds are inspected and documented each month	Years	100%	100%	90%	100%	100%
Percentage of citizen requests for maintenance resolved within 14 days of request	Quarters	88%	100%	90%	90%	90%
Preventative maintenance as percentage of work orders.	Years	63%	68%	68%	68%	68%
Bellevue's public parks and park facilities appearances are good/excellent	Years	95%	94%	N/A	N/A	N/A
Bellevue's public parks and park facilities safety is good/excellent	Years	94%	93%	N/A	N/A	N/A

100.01NA

Ranking

9

Title: Community Recreation

Department: Parks & Community Services

	2019	2020
Budget:	\$6,560,967	\$6,919,084
FTE:	32.68	32.68

Community recreation programs are designed to build healthy, productive lives through recreational, educational, social, and volunteer opportunities. Strategically located/offered in neighborhoods throughout Bellevue, these diverse, mission-driven programs serve all segments of the community. These 'recreation-hubs' provide a network of services: Bellevue Youth Theatre, Crossroads Community Center (CC), Highland CC, Kelsey Creek Farm, Northwest Arts Center, North Bellevue CC, South Bellevue CC, and Youth Health & Fitness. While services vary, the integrated core-mission is consistent, as outlined in Bellevue's Recreation Program Plan: Provide accessible, quality services with an emphasis on teens, youth, older adults, persons with disabilities, and those with limited incomes; leverage community resources by collaborating with other organizations to reduce duplicative services; and efficiently/effectively meet Bellevue's recreation, social, and cultural needs.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Percent of recreation program participants rating programs good or better	Years	92.33%	93%	90%	90%	90%
Number of registrants for City recreation programs	Years	29,546	26,388	26,000	26,000	26,000
Percent of program participants that are Bellevue residents	Years	72.80%	72.90%	70%	70%	70%
Residents Somewhat/strongly agree Bellevue fosters and supports a diverse community in which all generations have good opportunities to live well, work and play.	Years	77%	76%	N/A	N/A	N/A

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Quality Neighborhoods/Innovative Vibrant and Caring Community

115.10PA

Title: Housing Trust Fund Contribution and ARCH Administration

Ranking

Department: Community Development

	2019	2020
Budget:	\$645,091	\$677,129
FTE:	5.00	5.00

10

This proposal includes 2 components that support Bellevue’s efforts to increase affordable housing.

PART 1 is the City’s annual General Fund contribution to the A Regional Coalition for Housing (ARCH) administered Housing Trust Fund (HTF). Bellevue’s allocation of \$412,000 (General Fund \$312,000 plus General Sales Tax \$100,000) maintains Bellevue’s historical contribution to the HTF.

PART 2 is Bellevue’s contribution to administration of ARCH, a consortium of 15 cities and King Co. that supports efforts to increase affordable housing across the Eastside. Bellevue’s proportional contribution to ARCH includes primarily the Program Manager’s salary and benefits and a small contribution for administration. The other consortium partners fund remaining ARCH staff positions (5.0 FTEs total) and most ARCH administrative expenses. Contribution level is based on member city’s size and growth targets. These expenses and revenues flow through Bellevue, but they do not involve Bellevue funds.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Number of new or preserved affordable housing units	Years	196	100	176	176	176
Dollars leveraged per each Housing Trust Fund dollar expended	Years	\$125	\$60	\$5	\$5	\$5

070.15DA

Title: Bellevue Fire CARES Support

Ranking

Department: Fire

	2019	2020
Budget:	\$145	\$252
FTE:	0.25	0.25

11

The Bellevue Fire CARES Program addresses the needs of frequent, low-acuity and high needs 911 callers and other citizens in need of assistance unavailable from a responding Firefighter/Emergency Medical Technician (EMT), Firefighter/Paramedic or Police Officer during normal response. Fire and police personnel recognizing a citizen in need (housing assistance, mental health or other chronic condition care, addiction treatment or other social services) create Bellevue Fire CARES referrals. Bellevue Fire CARES also responds to referrals from the Parks and Code Compliance departments. Supervised Masters of Social Work (MSW) practicum student interns follow up on those referrals by assessing need, referring to appropriate community services and coordinating medical and other supportive follow up care. This proposal supports a part-time (0.75 FTE) Program Manager to coordinate and supervise the CARES program and the cadre of unpaid MSW practicum students providing citizen assistance.

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City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Quality Neighborhoods/Innovative Vibrant and Caring Community

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Bellevue Fire CARES 911 Call Reduction/Post Case Closure	Years	72%	54%	70%	70%	70%
Bellevue Fire CARES Clients No New 911 Calls Post Case Closure	Years	52%	59%	65%	65%	65%
Bellevue Fire CARES Client Satisfaction	Years	72%	68%	70%	70%	70%
Bellevue Fire CARES Referrals	Years	195	310	185	225	250

070.15PA

Ranking

11

Title: Bellevue Fire CARES Program

Department: Fire

	<u>2019</u>	<u>2020</u>
Budget:	\$112,627	\$118,193
FTE:	0.75	0.75

The Bellevue Fire CARES Program addresses the needs of frequent, low-acuity and high needs 911 callers and other citizens in need of assistance unavailable from a responding Firefighter/Emergency Medical Technician (EMT), firefighter/paramedic or police officer during normal response. Fire and police personnel recognizing a citizen in need (housing assistance, mental health or other chronic condition care, addiction treatment or other social services) create Bellevue Fire CARES referrals. Bellevue Fire CARES also responds to referrals from the parks and code compliance departments. Supervised Masters of Social Work (MSW) practicum student interns follow up on those referrals by assessing need, referring to appropriate community services and coordinating medical and other supportive follow up care. This proposal supports a part-time (0.75 FTE) Program Manager to coordinate and supervise the CARES program and the cadre of unpaid MSW practicum students providing citizen assistance.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Bellevue Fire CARES 911 Call Reduction/Post Case Closure	Years	72%	54%	70%	70%	70%
Bellevue Fire CARES Clients No New 911 Calls Post Case Closure	Years	52%	59%	65%	65%	65%
Bellevue Fire CARES Client Satisfaction	Years	72%	68%	70%	70%	70%
Bellevue Fire CARES Referrals	Years	195	310	185	225	250

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Quality Neighborhoods/Innovative Vibrant and Caring Community

100.03NA

Title: Parks Enterprise Programs

Ranking

Department: Parks & Community Services

		<u>2019</u>	<u>2020</u>
Budget:	\$5,041,100	\$5,225,924	
FTE:	17.00	17.00	

12

The Enterprise Programs in the Parks & Community Services Department includes programs that are fully supported through user fees with no General Fund subsidy. Programs serve all residents regardless of ability to pay through the use of scholarships, sponsorships, partnerships, and fee waivers. The Bellevue Golf Course, Crossroads Par-3 Golf Course, Robinswood Tennis Center and Bellevue Aquatic Center remain the only public facilities of their kind in Bellevue. The Robinswood Tennis Center includes 4 indoor courts & 4 outdoor courts (2 covered seasonally). The Bellevue Aquatic Center includes a 25 yard lap pool, 13 foot dive well and a warm water therapy pool and also operates a year round boat launch, and canoe/kayak rentals and lessons. The Scheduling office reserves 3 indoor facilities; 24 picnic & park sites; 32 sports fields; manages the contract for the Robinswood House, and conducts the Adult Sports Program with leagues in basketball and volleyball.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Percent of recreation program participants rating programs good or better	Years	92.33%	93%	90%	90%	90%
Number of golf rounds played (Bellevue and Crossroads courses)	Years	77,270	71,105	70,000	70,000	70,000
Percent of cost recovery in Parks Enterprise Fund	Years	102.40%	99.50%	100%	100%	100%
Bellevue's public parks and park facilities safety is good/excellent	Years	94%	93%	N/A	N/A	N/A

110.07NA

Title: Code Compliance Inspection and Enforcement Services

Ranking

Department: Development Services

		<u>2019</u>	<u>2020</u>
Budget:	\$883,149	\$926,670	
FTE:	6.50	6.50	

13

Code Compliance responds to community concerns about safe buildings, environmental damage, and nuisances that affect the health, safety and desirability of residential and commercial neighborhoods throughout the City. Increasing development activity, population, and cultural diversity as well as new and challenging ordinances mean substantial continuing demands for Code Compliance services. Code Compliance is supported 100% by the General Fund.

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City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Quality Neighborhoods/Innovative Vibrant and Caring Community

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Number of new code violations per Code Compliance Officer in a calendar year	Years	334	270	250	250	250
Average number of calendar days from receipt of complaint to determination of violation or no violation.	Years	50	46	30	30	30
Average number of calendar days from determination of violation to resolution.	Years	N/A	N/A	335	335	335
Percentage of code violations closed through voluntary compliance in a calendar year.	Years	N/A	61%	60%	60%	60%
Average number of calendar days from receipt of complaint to resolution.	Years	N/A	164	365	365	365

040.15NA

Ranking

14

Title: Bellevue Diversity Initiative: Cultural Competence & Equity

Department: City Manager

	2019	2020
Budget:	\$543,325	\$566,638
FTE:	3.00	3.00

Bellevue’s diversity is the new normal. The Diversity Initiative supports the City Council’s Vision, “Bellevue welcomes the world. Our diversity is our strength” while spearheading the citywide effort to adapt and be more proactive in meeting the new challenges and opportunities that diversity brings. Implementation of the Diversity Initiative ensures that the organization promotes equity, access, inclusion and opportunity for all residents and visitors. It creates, promotes and implements opportunities for all residents to connect and learn from each other through civic engagement opportunities, cultural events, programs and facilities creates and builds community respect, trust and understanding. The Diversity Initiative is an identified City Council priority and is focused on accelerating the city’s effectiveness to ensure that all residents have equitable access to city services, facilities, programs and exceptional customer-focused service.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Volunteer hours	Years	N/A	132,422	135,000	136,000	136,000
Number of COB employees who received equity and cultural competency training	Years	232	226	262	240	240
Residents Somewhat/strongly agree Bellevue fosters and supports a diverse community in which all generations have good opportunities to live well, work and play.	Years	77%	76%	N/A	N/A	N/A
Somewhat/strongly agree Bellevue is a welcoming and supportive community that demonstrates caring for people through its actions.	Years	85%	79%	N/A	N/A	N/A

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City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Quality Neighborhoods/Innovative Vibrant and Caring Community

100.02NA

Title: Youth Development Services

Ranking

Department: Parks & Community Services

		<u>2019</u>	<u>2020</u>
Budget:		\$1,216,975	\$1,264,463
FTE:		5.00	5.00

15

Youth Development Services (YDS) uses a collective impact model to provide responsive youth services in schools and community sites across the city by partnering with the school district, non-profits, community, faith-based groups and businesses. Through a multi-prong strategy to deliver youth services, YDS provides direct services (Youth Link, Wrap-Around Services and Youth Safety) and contracted services, the Boys & Girls Club Teen Center and Eastside Pathways (EP). EP drives collaboration among 67 community partners to build and strengthen city-wide collaborations to increase program access and improve overall outcomes of youth from “cradle to career”. EP produces an annual community progress report with performance metrics that are a foundational tool for community action. YDS served 15,000 registered children and youth annually.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Total number of children & youth served annually	Years	15,676	13,918	15,000	15,000	15,000
Somewhat/strongly agree I live in a neighborhood that supports families, particularly those with children	Years	79%	71%	N/A	N/A	N/A
Somewhat/strongly agree Bellevue is a welcoming and supportive community that demonstrates caring for people through its actions.	Years	85%	79%	N/A	N/A	N/A

140.29NA

Title: Utilities Rate Relief Program

Ranking

Department: Utilities

		<u>2019</u>	<u>2020</u>
Budget:		\$740,803	\$762,674
FTE:		0.95	0.95

16

A vibrant and caring community includes a diverse community where there are opportunities for all generations to live well and a community that is supportive, demonstrating its caring through actions. The Utilities Rate Relief Program directly supports these values, providing a safety net for low income senior and permanently disabled customers. The Program provides much-needed utilities rate relief to about 1,200 customers annually. Qualified customers receive either a 40% or 75% discount off their utilities costs depending on their income. There are two groups of customers – those that pay utilities costs directly to Utilities, known as “Direct Customers,” who get the discount applied directly to their utilities bill, and those who pay through rental payments or other third-party, known as “Indirect Customers,” who receive a relief check representing their discount from the previous year. This program provides approximately \$1 million in assistance to Direct and Indirect Customers.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Utilities: Rate relief program coverage of eligible customers	Years	21.50%	20.10%	25%	25%	25%

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City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Quality Neighborhoods/Innovative Vibrant and Caring Community

100.10NA

Title: Street Trees Landscaping & Vegetation Management Program

Ranking

Department: Parks & Community Services

	2019	2020
Budget:	\$2,542,464	\$2,815,503
FTE:	5.00	5.00

17

This proposal funds the Street Trees and Landscaping Program (STLP) for the maintenance, management, and planning of Right-of-Way (ROW) landscaping and street trees. The program manages 134 sites that include over 10,000 trees and 200 acres of landscaping planted and maintained by the City on public ROW improvement projects. Trees and landscapes enhance the environmental and aesthetic quality and connectivity of our neighborhoods, provide pedestrian separation from traffic, and improve Bellevue’s visual character which attracts businesses, improves property values, and fosters the reputation of Bellevue as a “City in a Park”. Well designed and maintained neighborhood streetscapes become valuable green infrastructure that provide safe and convenient connectivity, providing tangible benefits that appreciate in value over time. If adequately maintained, street trees and landscapes grow environmental, health, social, and economic benefits for all neighborhoods.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Percent of Parks Department street trees inspected for health and safety.	Years	100%	100%	100%	100%	100%
Somewhat/strongly agree Bellevue can rightly be called a "City in a park."	Years	68%	65%	N/A	N/A	N/A
Somewhat/strongly agree Bellevue is doing a good job of creating a healthy natural environment that supports healthy living for current and future generations (added in 2010)	Years	88%	82%	N/A	N/A	N/A
Bellevue’s public parks and park facilities appearances are good/excellent	Years	95%	94%	N/A	N/A	N/A

115.01DA

Title: Planning Division, New Convert LTE

Ranking

Department: Community Development

	2019	2020
Budget:	\$118,882	\$124,881
FTE:	1.00	1.00

17

The LTE position of Community Engagement Lead for Community Development (CD) was approved and filled in 2017. This proposal converts it to an FTE. The purpose of the position is to provide for innovative and coordinated public involvement, resulting in greater trust and transparency in city decision-making. A significant focus of the role is regular engagement of under-represented groups and individuals, including multifamily residents, persons of color, new residents, and English language learners. The Lead collaborates with others to execute consistent communication with the community through in-person and online contact. The Lead organizes events with large groups and individuals, documents and responds to resident ideas and comments, expands and enhances the CD webpages, and attends community-led events. The Lead also works with staff to further involve Bellevue Essentials grads in the community, and collaborates with other city departments to maximize outreach efforts.

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City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Quality Neighborhoods/Innovative Vibrant and Caring Community

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Percent of residents who agree or strongly agree that Bellevue is doing a good job planning for growth in ways that will add value to residents' quality of life	Years	74%	72%	80%	80%	80%
Percentage of residents who agree the City's land use planning efforts are somewhat or extremely open and accessible.	Years	70%	63%	75%	75%	75%

115.01NA

Title: Planning Division

Ranking

Department: Community Development

	<u>2019</u>	<u>2020</u>
Budget:	\$1,949,636	\$2,040,582
FTE:	12.50	12.50

17

This proposal provides the core staffing and functions for Community Development's Planning Division. It enables the city to:

- A) Undertake planning initiatives that further Council Priorities such as the affordable housing strategy, neighborhood planning, environmental stewardship, civic center planning, and the Grand Connection;
- B) Leverage economic development opportunities that enhance the community;
- C) Provide demographic and economic trends analysis and growth forecasting;
- D) Conduct required planning and public engagement activities to develop, maintain and update the state mandated city-wide Comprehensive Plan and the community's adopted Vision;
- E) Facilitate public processes for policy and code amendments needed to be consistent with, and further policy directives in the Comprehensive Plan;
- F) Lead "One City" sustainability efforts by leveraging resources across city departments and community partners; and
- G) Staff the city's Planning Commission.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Quality Neighborhoods/Innovative Vibrant and Caring Community

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Number of new or preserved affordable housing units	Years	196	100	176	176	176
Percent of residents who agree or strongly agree that Bellevue is doing a good job planning for growth in ways that will add value to residents' quality of life	Years	74%	72%	80%	80%	80%
Number of Planning Commission meetings held	Years	23	18	20	20	20
Percentage of residents who agree the City's land use planning efforts are somewhat or extremely open and accessible.	Years	70%	63%	75%	75%	75%
Community greenhouse gas emissions	Years	1,547,988	1,608,572	1,302,367	1,302,367	1,302,367
Percent of residents who agree that Bellevue is doing a good job of creating a healthy natural environment that supports healthy living for current and future generations.	Years	88%	82%	90%	90%	90%
Number of major planning initiative milestones reached	Years	N/A	N/A	8	9	9

Total:

Budget:	<u>2019</u>	<u>2020</u>
FTE:	\$47,117,602	\$49,040,166
	181.59	181.59

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OUTCOME OVERVIEW

Responsive Government 2019-2020

COMMUNITY VALUES

An open, transparent city government that seeks involvement from, listens to, and communicates with the community.

A city government that provides high quality service, excellent value, and is accountable for results.

A city government that looks ahead and seeks innovative solutions to regional and local challenges.

SUPPORTED AREAS OF THE COUNCIL VISION

- Regional Leadership and Influence
- High-Performance Government

SUCCESS FACTORS

*Strategic Leadership
Customer-Focused Service
High Performance Workforce
Stewardship of Public Trust*

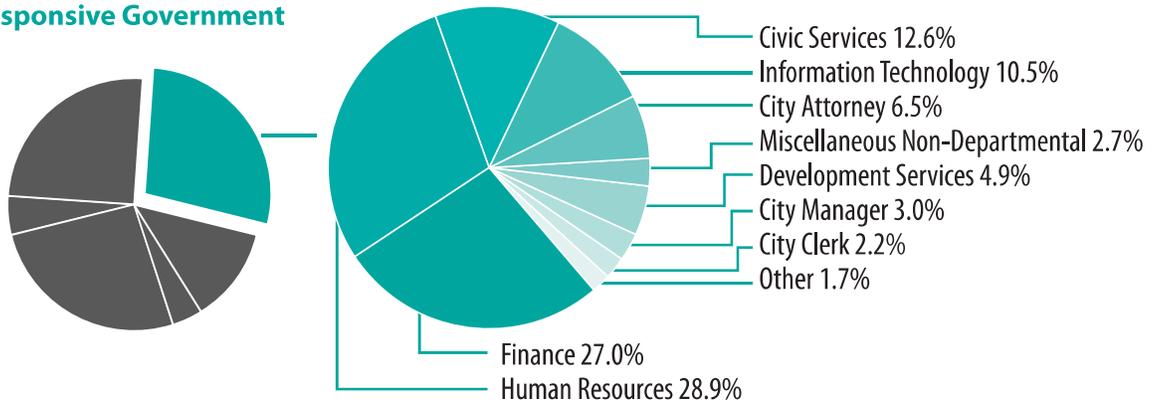
PERFORMANCE INDICATORS

Resident opinion of government service quality, value for money, and ability to meet regional and local challenges

Operational data on customer service, financial stewardship, accreditation success, recruitment, and workforce development

SUPPORTING DEPARTMENTS

Responsive Government



Strategic Outcome: Responsive Government **– Values and Success Factors –**

Community Values:

As a community, Bellevue values a city government that listens to residents, keeps them informed, and seeks their involvement. Government operations are transparent, and opportunities for input abound. The Bellevue community also values a city government that gives them high quality services and excellent value for their money. The government manages resources in a thoughtful and prudent manner. Customers receive the services they seek in a timely way and at a reasonable cost, and are treated with respect and courtesy at all times.

Bellevue residents value a government that looks ahead and seeks innovative solutions to regional and local challenges. The city’s leaders chart a strategic course that provides a stable, relevant direction for the future. The city partners with other governments, organizations and stakeholders to provide services and reduce costs to the community.

Factors that Contribute to Success:

City staff formed a Results Team for each outcome and ranked submitted budget proposals. The rankings were based on how the proposal achieved the results of the outcome. The rankings from the 2017-2018 Result Teams were used again for the 2019-2020 budget process. The factors and subfactors for Responsive Government are:

Strategic Leadership

- Visionary
- Cultivates Values
- Strategic Planning
- Assessment, Alignment and Deployment
- Collaborative Partnerships

High Performance Workforce

- Engaged, Empowered, Diverse, and Culturally Competent Workforce
- Balance Quality, Value, and Performance
- Well Trained, Safe, and Equipped
- Continuous Improvement and Innovation
- Recruitment, Retention, and Succession Planning

Customer-Focused Service

- Deliver the Services Customers Want
- Convenient, Timely, and High-Quality Service
- Spirit of Collaboration
- Equitable, Accessible, and Inclusive Services
- All-Way Communications

Stewardship of Public Trust

- Financial Sustainability
- Balance Benefit and Risk
- Sound Business Practices and Processes
- Well Designed and maintained Assets
- Performance Management

Strategic Outcome: Responsive Government —Performance Results—

Are We Achieving Results That Matter?

Operational data show that the city excels in providing the customer service, technological reliability, and financial stewardship that community members deserve. Almost nine in ten residents believe that city services exceed their expectations. Resident opinion is a vital component of the city’s data-informed decision-making process. The city analyzes survey data carefully, trending results over time for historical context. The city values any change in survey results, whether positive or negative, as an important opportunity to assess city practices and culture, to be as responsive as possible to customers and the broader community.

Key Community Indicators: Responsive Government	2014 Results	2015 Results	2016 Results	2017 Results
% of residents who feel that Bellevue listens to them and seeks their involvement	85%	85%	81%	77%
% of residents who agree that the quality of city services exceeds or greatly exceeds their expectations	92%	91%	92%	89%
% of residents who agree that city government is giving them excellent value for their money	82%	83%	79%	70%
% of residents who agree that the city is doing a good job of looking ahead to meet regional challenges	75%	77%	77%	65%
% of residents who agree that the city is doing a good job of looking ahead to meet local challenges	73%	76%	76%	68%

Key Performance Indicators	2015 Results	2016 Results	2017 Results	2017 Target
City continues to receive Aaa bond rating	Aaa	Aaa	Aaa	at least Aaa
Technology Systems Reliability - % of time that city network is up and available for use	99.92%	99.93%	99.89%	at least 99.9%
% of customers who rate the Service First desk as a knowledgeable resource	99%	98%	95%	at least 98%
% of residents who feel that the overall quality of services provided by the City of Bellevue exceeds/greatly exceeds their expectations	91%	92%	89%	N/A

Cause & Effect Map

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Responsive Government



As a community, Bellevue values...

- An open, transparent city government that seeks involvement from, listens to, and communicates with the community.
- A city government that provides high quality service, excellent value, and is accountable for results.
- A city government that looks ahead and seeks innovative solutions to regional and local challenges.

Council Vision – Strategic Target Areas

- Regional Leadership and Influence – Bellevue will lead, catalyze, and partner with our neighbors throughout the region.
- High Performance Government – Bellevue is characterized by high performance government.

Factors:

Strategic Leadership

- Visionary
- Cultivates Values
- Strategic Planning
- Assessment, Alignment and Deployment
- Collaborative Partnerships

High Performance Workforce

- Engaged, Empowered, Diverse and Culturally Competent Workforce
- Balance Quality, Value and Performance
- Well Trained, Safe and Equipped
- Continuous Improvement and Innovation
- Recruitment, Retention and Succession Planning

Customer-Focused Service

- Deliver the Services Customers Want
- Convenient, Timely and High Quality Service
- Spirit of Collaboration
- Equitable, Accessible & Inclusive Services
- All-Way Communications

Stewardship of Public Trust

- Financial Sustainability
- Balance Benefit and Risk
- Sound Business Practices and Processes
- Well Designed and Maintained Assets
- Performance Management

Key Community Indicators:

- % of residents who feel that Bellevue listens to them, keeps them informed, and seeks their involvement.
- % of residents who feel City government is giving them high quality service and excellent value for their money.
- % of residents who feel that the City is doing a good job of looking ahead to meet regional and local challenges.

Key Performance Indicators:

- Services and products offered meet or exceed customer satisfaction targets.
- City maintains Moody's rating of Aaa.
- Departments meet or exceed industry standards, best practices, certifications and accreditations where available.
- Departments meet their goals for recruiting, developing and retaining a diverse and talented workforce.

Preliminary Budget by Outcome

Proposal Sheet 2019-2020

Outcome: Responsive Government

The 2017-2018 Results Team evaluated and ranked each proposal submitted by departments in order of funding priority. The results of their work is displayed in the table below. There is a rank of 0 if the proposal is new for the 2019-2020 Preliminary Budget. The proposals are summarized in the Proposal Summaries by Outcome within this section.

Rank	Dept*	Proposal #	Proposal Title	Proposal Type**	Council Priority	2019-2020		Funding Source***
						2020 FTE	Budgeted Expenditure	
0	CAO	010.12NA	Risk Management Insurance Policies	N		0.00	\$192,470	GSI
0	HR	080.09NA	Human Resources Tuition Reimbursement	N		0.00	\$80,000	General
0	Police	120.21NA	Homelessness Outreach and Response	N	●	0.00	\$263,723	General
1	CMO	040.04NA	Overall City Management	E		8.00	\$3,987,307	General
2	FIN	060.19NA	Budget Office	E	●	6.75	\$1,760,951	General
3	Council	030.01NA	City Council	E		7.00	\$998,643	General
4	FIN	060.20NA	Debt Management Services	E		0.00	\$43,965,914	HMT, IDR Reg, LID Control, LID Guaranty
5	IT	090.08NA	Network Systems and Security	E		12.00	\$6,146,403	DS, IT, Parks Ent, Utilities
6	FIN	060.13NA	Citywide Treasury Management Services	E		3.75	\$1,158,182	General
7	CCO	020.05DA	Disclosure of Public Records and Information	N		0.00	\$150,000	General
7	CCO	020.05PA	Disclosure of Public Records and Information	E		3.00	\$876,876	General
8	CS	045.34PA	Electronic Communication Services	E		2.00	\$664,974	DS, ERF, Parks Ent, Utilities
9	CS	045.30DA	Fleet Insourcing Program LTE to FTE Conversion	N		1.00	\$165,151	ERF
9	CS	045.30PA	Fleet Services Maintenance & Repair	E		13.50	\$4,298,208	DS, ERF, Parks Ent, Utilities
10	CAO	010.07NA	Civil Litigation Services	E		6.50	\$2,169,401	General
11	CAO	010.08NA	Legal Advice Services	E		3.50	\$1,204,257	General
12	CAO	010.09NA	Risk Management—Insurance, Claims and Loss Control	E		4.75	\$9,481,566	DS, GSI, Parks Ent, Unemployment, Utilities, Workers Comp
13	CCO	020.02NA	Council Legislative and Administrative Support	E		2.00	\$521,275	General
14	CCO	020.01NA	City Clerk's Operations	E	●	6.00	\$2,020,866	General
15	CCO	020.04NA	Records Management Services	E		4.75	\$1,472,297	DS, General
16	FIN	060.16NA	Citywide Disbursements	E		6.25	\$1,507,914	General
18	DS	110.06NA	Development Services Financial Management	E		5.00	\$1,316,045	DS
19	FIN	060.15PA	Business Tax and License Administration	E		6.00	\$2,746,220	General

Preliminary Budget by Outcome

Proposal Sheet 2019-2020

Outcome: Responsive Government

The 2017-2018 Results Team evaluated and ranked each proposal submitted by departments in order of funding priority. The results of their work is displayed in the table below. There is a rank of 0 if the proposal is new for the 2019-2020 Preliminary Budget. The proposals are summarized in the Proposal Summaries by Outcome within this section.

Rank	Dept*	Proposal #	Proposal Title	Proposal Type**	Council Priority	2020 FTE	2019-2020 Budgeted Expenditure	Funding Source***
20	CMO	040.07NA	Intergovernmental Relations/Regional Issues	E	●	2.00	\$1,392,835	General
21	CS	045.20PA	Facility Operations	E		16.00	\$8,949,220	DS, Facilities, General, LPRF, Utilities
22	FIN	060.18NA	Financial Accountability & Reporting	E		5.00	\$1,743,026	General
23	IT	090.01NA	Computer Technology Services	E	●	8.00	\$2,591,621	DS, IT, Parks Ent, Utilities
24	DS	110.02NA	Policy Implementation Code Amendments & Consulting Service	E		14.08	\$4,750,003	DS, General, Utilities
25	DS	110.01NA	Development Services Information Delivery	E		12.65	\$4,025,262	DS, General, Utilities
26	CS	045.32DA	Fleet & Communications Parts Inventory & Fuel System	E		3.50	\$4,401,622	DS, ERF, Parks Ent, Utilities
27	CS	045.01NA	Client Services	E		5.00	\$1,260,629	Facilities, General
28	CS	045.31DA	Fleet & Communications Asset Management	E		1.50	\$407,667	DS, ERF, Parks Ent, Utilities
29	FIN	060.46NA	LEOFF 1 Medical Operating Costs	E		0.00	\$146,564	LEOFF 1
30	FIN	060.17NA	Procurement Services	E		8.75	\$2,218,772	General, Restricted Gen
31	IT	090.09NA	Technology Business Systems Support	E		14.00	\$5,369,953	DS, IT, Parks Ent, Utilities
32	CMO	040.02DA	BTV LTE to FTE Conversions	N		2.00	\$430,381	General
32	CMO	040.02PA	Communications	E	●	4.00	\$1,708,130	ERF, General
33	HR	080.01NA	Health Benefits Operating Fund	E		1.80	\$59,778,550	Health Ben
34	IT	090.10NA	eCityGov Alliance Fees and Services	E	●	1.00	\$393,401	IT
35	IT	090.06NA	Geospatial Technology Services (GTS)	E		6.00	\$2,265,770	DS, IT, Parks Ent, Utilities
36	DS	110.13DA	Development Services - Automation Proposal	N	●	0.00	\$899,555	DS
36	DS	110.13PA	Development Services - Automation Proposal	E	●	0.00	\$300,738	DS
37	CS	045.04DA	Real Property/Director's Office Admin Support: Increase FTE to 1.0	N		0.25	\$14	General
37	CS	045.04DB	Real Property Agent Conversion of LTE to FTE	N		1.00	\$101,039	General

Preliminary Budget by Outcome

Proposal Sheet 2019-2020

Outcome: Responsive Government

The 2017-2018 Results Team evaluated and ranked each proposal submitted by departments in order of funding priority. The results of their work is displayed in the table below. There is a rank of 0 if the proposal is new for the 2019-2020 Preliminary Budget. The proposals are summarized in the Proposal Summaries by Outcome within this section.

Rank	Dept*	Proposal #	Proposal Title	Proposal Type**	Council Priority	2020 FTE	2019-2020 Budgeted Expenditure	Funding Source***
37	CS	045.04PA	Real Property Services	E		4.75	\$1,458,280	General, LPRF
38	CAO	010.01NA	City Attorney Department Management and Support	E	●	4.00	\$1,664,078	General
39	CS	045.03NA	Civic Services Department Management & Support	E		3.00	\$1,215,450	General
40	DS	110.05NA	Development Services Department Management & Support	E		4.00	\$2,252,920	DS
41	FIN	060.07PA	Finance Department Management and Support	E		6.00	\$2,730,476	General
42	HR	080.06PA	HR Workforce Administration—Program Administration	E		6.00	\$2,927,389	General, Unemployment
43	IT	090.05NA	IT Department Management and Support	E		7.00	\$2,396,717	DS, IT, Parks Ent, Utilities
44	CS	045.33DA	Fleet & Communications Management	E		2.50	\$846,934	ERF
45	FIN	060.45NA	Finance Business Systems	E		5.00	\$1,407,265	General
46	HR	080.04NA	HR Workforce Development—High Performance Work Culture Programs	E		7.00	\$2,140,531	General
46	HR	080.06DB	HR Workforce Administration-Senior Administration	N		1.00	\$183,275	General
47	CS	045.02NA	Parking & Employee Transportation Services	E		1.00	\$1,183,097	DS, Facilities, Parks Ent, Utilities
48	FIN	060.14DA	Finance Central Services	E		0.00	\$1,951,894	General
49	CS	045.22PA	Facility Planning and Project Management	E		6.00	\$1,795,964	Facilities
50	HR	080.07NA	Talent Acquisition	E		1.00	\$328,843	General
51	CS	045.05NA	Professional Land Survey Services	E		9.75	\$1,748,056	General
52	IT	090.03NA	Application Development Services	E	●	13.00	\$4,609,791	DS, IT, Parks Ent, Utilities
53	CAO	010.11NA	Risk Management—COBii Enhancements	N		0.00	\$50,260	GSI
54	CC	050.01NA	East Bellevue Community Council	E		0.00	\$9,115	General
NR	MND	040.14NA	Council Contingency	E		0.00	\$1,000,000	General
NR	FIN	060.08NA	Miscellaneous Non-Departmental (MND)	E		0.00	\$4,628,576	General

Preliminary Budget by Outcome Proposal Sheet 2019-2020

Outcome: Responsive Government

The 2017-2018 Results Team evaluated and ranked each proposal submitted by departments in order of funding priority. The results of their work is displayed in the table below. There is a rank of 0 if the proposal is new for the 2019-2020 Preliminary Budget. The proposals are summarized in the Proposal Summaries by Outcome within this section.

Rank	Dept*	Proposal #	Proposal Title	Proposal Type**	Council Priority	2020 FTE	2019-2020 Budgeted Expenditure	Funding Source***
Total:						289.28	\$226,812,306	

***Department Abbreviations**

Acronym	Department Name
CAO	City Attorney
CC	Community Council
CCO	City Clerk
CMO	City Manager
Council	City Council
CS	Civic Services
DS	Development Services
FIN	Finance
HR	Human Resources
IT	Information Technology
MND	Miscellaneous Non-Departmental
Police	Police

Responsive Government	
Total Outcome Appropriation matches Figure 8b-5	
\$000	
Operating and Special Purpose	\$226,812
Capital (from Figure 8b-16)	\$5,883
Total Outcome Appropriation	\$232,695

****Proposal Type**

E = Existing - same service level as previous biennium
N = New - entirely new proposal

*****Funding Source**

Additional fund information can be found in Department pages and Appendix F.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Responsive Government

010.12NA **Title:** Risk Management Insurance Policies

Ranking **Department:** City Attorney

	2019	2020
Budget:	\$95,000	\$97,470
FTE:	0.00	0.00

0

This proposal is to address additional funds needed to maintain the City’s existing commercial insurance coverage. In order to safeguard the City’s assets, property, and potential loss from catastrophic events or significant third party liability claims Risk Management purchases several commercial insurance policies for the City. The transfer of these risks provides the City additional protection to its status as a self-insured entity and allows greater flexibility to its self-insurance program. Based on national events that impacted the insurance industry in 2017 the City’s broker projects a minimum increase of 10% to maintain the City’s current level of insurance coverage for 2019. This increase is more than inflation and the basis for this proposal.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Liability claims filed that proceeded to litigation	Years	7%	3%	7%	7%	7%
Property losses recovered through subrogation	Years	74%	70%	70%	70%	70%
Citywide Workers' Compensation Incident Rate	Years	7.06	7.65	10	10	10

080.09NA **Title:** Human Resources Tuition Reimbursement

Ranking **Department:** Human Resources

	2019	2020
Budget:	\$40,000	\$40,000
FTE:	0.00	0.00

0

City of Bellevue’s tuition reimbursement program has been inactive for eight years. To support a high performing organization, it is essential that we provide continuous reinvestment in our employees’ competencies and professional growth and development. Tuition assistance for employees applies to attaining degrees awarded by accredited colleges and universities and, increasingly, completion of online courses offered by accredited institutions. Allowing employees to earn a degree in a field related to their job improves their skill and experience level, which can positively impact work performance. Employees are more likely to be more engaged and stay with an organization when their employer is investing in their education and professional development. This program can be used to attract the best and the brightest in selection and recruitment programs. HR Policy and Procedure 10.27 outlines the process. Request: \$80,000 for the biennium (\$40,000 per fiscal year).

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
% of Employees Who Agree/Strongly Agree that Training is made Available to them for Personal Growth and Development	Years	N/A	75.40%	80%	85%	85%
% Spend of Tuition Reimbursement Funds	Years	N/A	N/A	N/A	100%	100%

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Responsive Government

120.21NA

Title: Homelessness Outreach and Response

Ranking

Department: Police

	2019	2020
Budget:	\$128,961	\$134,762
FTE:	0.00	0.00

0

This Homelessness Outreach and Response proposal seeks to provide a more proactive and comprehensive approach to individuals experiencing homelessness, to deliver enhanced outreach and access to potential services to those persons in need. The purpose of this proposal is to provide direct assistance to those individuals experiencing homelessness, more closely coordinated one-city approach, and respond to community issues related to homelessness.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> Actual	<u>2017</u> Actual	<u>2018</u> Target	<u>2019</u> Target	<u>2020</u> Target
Percent of residents who rate their neighborhood as a good/excellent place to live	Years	94%	94%	N/A	N/A	N/A
Somewhat/strongly agree Bellevue has attractive neighborhoods that are safe	Years	90%	91%	N/A	N/A	N/A
Somewhat/strongly agree Bellevue is a safe community in which to live, learn, work and play	Years	98%	96%	N/A	N/A	N/A
Somewhat/strongly agree Bellevue is a welcoming and supportive community that demonstrates caring for people through its actions.	Years	85%	79%	N/A	N/A	N/A
Percent of respondents feeling somewhat/very safe while walking alone in Bellevue's downtown business area during the day	Years	99%	97%	N/A	N/A	N/A
Percent of respondents feeling somewhat/very safe walking alone in Bellevue's downtown business area after dark	Years	88%	85%	N/A	N/A	N/A
Somewhat/strongly agree Bellevue is doing a good job of looking ahead to meet regional challenges	Years	78%	65%	N/A	N/A	N/A
Somewhat/strongly agree Bellevue is doing a good job of looking ahead to meet local challenges	Years	78%	67%	N/A	N/A	N/A

040.04NA

Title: Overall City Management

Ranking

Department: City Manager

	2019	2020
Budget:	\$1,950,948	\$2,036,359
FTE:	8.00	8.00

1

The City Manager's Office (CMO) serves as the executive branch of Bellevue's city government, providing strategic leadership for the organization and its operations. The CMO is committed to implementing the laws, policies, and direction established by the elected City Council in accordance with the Council Priorities, Community Vision and the High Performance Organization principles of One City. The CMO develops implementation plans and strategies, develops and recommends the city budget, and assures efficient and cost-effective management of the organization. The CMO also provides leadership and coordination for community-focused efforts, assures delivery of high-quality services by city staff and champions continuous improvement across the organization.

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Responsive Government

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Annual General Fund ending fund balance relative to General Fund Revenues	Years	19.94%	22.65%	15%	15%	15%
Employee satisfaction with Bellevue as a place to work (Employee City-wide Survey)	Years	N/A	4.11	3.9	4	4
Training available for personal growth and development (Employee City-wide Survey)	Years	N/A	3.73	3.7	3.75	3.75
Maintain Aaa bond rating	Years	Yes	Yes	Yes	Yes	Yes
Number of management letter or audit findings - Financial Statements	Years	0	0	0	0	0
Annual Total Turnover Rate	Years	11.30%	10.40%	18%	18%	18%
% of Employees Who Agree/Strongly Agree that Training is made Available to them for Personal Growth and Development	Years	N/A	75.40%	80%	85%	85%
Annual Voluntary Turnover Rate	Years	4.70%	4.60%	10.20%	10%	10%
Work/Life Balance	Years	N/A	74.30%	80%	80%	80%
Percent of respondents who rate Bellevue as a good/excellent place to live	Years	97%	95%	N/A	N/A	N/A
Percent of residents who say the city is headed in the right direction/strongly headed in the right direction	Years	77%	69%	N/A	N/A	N/A
Percent of residents getting/definitely getting their money's worth for their tax dollars	Years	79%	71%	N/A	N/A	N/A

060.19NA

Title: Budget Office

Ranking

Department: Finance

	<u>2019</u>	<u>2020</u>
Budget:	\$858,997	\$901,954
FTE:	6.75	6.75

2

This proposal provides resources to plan, analyze, produce, and monitor a Council-approved, balanced biennial budget representing the City's vision and goals. The budget is a combined financial, operational, and capital document that allocates resources to the programs that matter most to the community. The Budget Office provides oversight and monitoring of the approved budget's implementation. All of these activities ensure that the City lives within its approved means and legal appropriations and provides evidence through survey and performance indicator reports that the City is achieving results.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Responsive Government

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Annual General Fund ending fund balance relative to General Fund Revenues	Years	19.94%	22.65%	15%	15%	15%
Variance between Q2 department General Fund expenditure projection and year-end actual expenditures	Years	-0.49%	0.26%	0%	0%	0%
Variance between Q2 department General Fund revenue projection and year-end actual revenue	Years	1.55%	2.61%	0%	0%	0%
Year end General Fund revenue actuals as a percentage of expenditure actuals	Years	103.20%	104.03%	100%	100%	100%
Percent of internal customers satisfied/very satisfied with Budget Office services	Years	80%	76%	90%	90%	90%
Number of funds exceeding biennial budget appropriation	Years	0	0	0	0	0
6-Year General Fund forecast growth factors are within 1% of regional jurisdiction average	Years	0.53%	0.73%	0%	0%	0%

030.01NA

Title: City Council

Ranking

Department: City Council

	2019	2020
Budget:	\$487,720	\$510,923
FTE:	7.00	7.00

3

The City Council serves as the legislative branch of Bellevue’s city government and is charged with promoting the health, wellbeing, and safety of the community. In the course of their work, Councilmembers engage citizens on a variety of issues, analyze and enact policies, establish City laws, adopt a fiscally responsible biennial budget, levy taxes, authorize issuance of bonds and other debt financing, collaborate and partner with organizations throughout the region, influence the enactment of state legislation, and provide guidance for administering City services. The Council is committed to assuring a safe community, providing high quality and responsive services, working with citizens and community groups to solve problems, and protecting and enhancing the City’s neighborhoods and natural environment.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Percent of respondents who rate Bellevue as a good/excellent place to live	Years	97%	95%	N/A	N/A	N/A
Percent of residents who rate the overall quality of life in Bellevue as exceeds/greatly exceeds expectations	Years	94%	91%	N/A	N/A	N/A
Percent of residents who say the city is headed in the right direction/strongly headed in the right direction	Years	77%	69%	N/A	N/A	N/A
Percent of residents getting/definitely getting their money's worth for their tax dollars	Years	79%	71%	N/A	N/A	N/A
Percent of residents who rate their neighborhood as a good/excellent place to live	Years	94%	94%	N/A	N/A	N/A

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Responsive Government

060.20NA **Title:** Debt Management Services

Ranking **Department:** Finance

	2019	2020
Budget:	\$22,011,682	\$21,954,232
FTE:	0.00	0.00

4

This proposal provides resources to support fiscal oversight, administration, analysis of highly complex debt financing, and debt service of the City’s \$460 million debt portfolio in a prudent and cost-effective manner, including cash flow reserves for LID Guaranty, LID Control, and Interest and Debt Redemption Funds. These services are crucial to maintaining the City’s current AAA/Aaa bond ratings, public trust, and financial integrity. These functions are managed in accordance with State Law, City Policies and Procedures, and the Government Finance Officers Association (GFOA) recommended “Best Practices” which include: 1) Analyzing and issuing refunding bonds, 2) Selecting and managing the engagement of underwriters/municipal advisors, 3) Pricing of bonds in a negotiated sale, and 4) Utilizing tax increment financing as a fiscal tool.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
City's net outstanding limited tax general obligation (LTGO) debt per capita	Years	\$2,042	\$1,943	\$1,800	\$1,800	\$1,800
City's Net O/S LTGO Debt to Total Operating Revenues	Years	1.06	0.98	1.16	1.16	1.16
City's Net O/S LTGO Debt to Assessed Value	Years	0.64%	0.55%	0.50%	0.50%	0.50%
Full value per capita	Years	318,694.66	350,850.59	365,000	375,000	400,000
Maintain Aaa bond rating	Years	Yes	Yes	Yes	Yes	Yes
Percent of debt service payments verified and paid by the City’s Fiscal Agent to bondholders on a timely basis	Years	100%	100%	100%	100%	100%
Percent of annual filings to regulatory agencies (MSRB) within 15 working days of the issuance of the CAFR or the occurrence of reportable material events related to bond covenants	Years	100%	100%	100%	100%	100%

090.08NA **Title:** Network Systems and Security

Ranking **Department:** Information Technology

	2019	2020
Budget:	\$2,939,899	\$3,206,504
FTE:	12.00	12.00

5

This proposal provides and manages the core technology infrastructure for the City to ensure that staff have access to all the technology resources required to support a high performing workforce. The City depends on a high quality, reliable and secure IT infrastructure to conduct operations, provide services and communicate with the public and other organizations. The infrastructure (including network, servers, information security, systems and services) must operate 24 hours a day, 7 days a week and have the appropriate level of resiliency, security and protection to withstand disruptions, disasters and cyber-attacks so that the City can provide services when most needed.

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City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Responsive Government

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Overall customer satisfaction - Network Services & Security	Years	89%	88%	90%	90%	90%
Network uptime	Months	99.93%	99.89%	99.90%	N/A	N/A
Data breach incidents	Quarters	0	0	0	N/A	N/A
Power utilization equivalent	Quarters	1.52	1.52	1.35	N/A	N/A
Mean time to repair (MTTR) priority 1 - 4 hours - Network Services & Security	Months	11.06	7.97	18	N/A	N/A
Mean time to repair (MTTR) priority 1 - 4 targets met for customer service - Network Services & Security	Months	74.10%	84.66%	80%	N/A	N/A
Staff trained in security	Years	138	315	N/A	N/A	N/A

060.13NA

Title: Citywide Treasury Management Services

Ranking

Department: Finance

	<u>2019</u>	<u>2020</u>
Budget:	\$565,946	\$592,236
FTE:	3.75	3.75

6

This proposal provides centralized fiscal oversight for the City’s revenue collections, management of the City’s bank accounts, and accounts receivable services. It also provides resources to manage the City’s \$420 million investment portfolio. Central monitoring by Treasury staff provides a strong internal control mechanism for greater accountability, managing risk and minimizing liability of fraud. Our investment management focuses on preserving the principal value of investments, while providing adequate cash flow to meet the City’s liquidity needs and optimizing investment return. Internal “active” management of the investment portfolio provides revenue of \$.9 to \$1.8 million to the City each year compared to investing in “passive investments” in the US Treasury Index or the State Local Government Investment Pool respectively. All functions are managed in accordance with State Law, City Policies & Procedures, the Government Finance Officers Association recommended “Best Practices”.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Responsive Government

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Percent of cash receipting facilities where surprise cash counts were conducted	Years	33.33%	33.33%	50%	50%	50%
Percent of return on City investment exceeding benchmark	Years	0.23%	0.14%	0.10%	0.12%	0.20%
Maintain Aaa bond rating	Years	Yes	Yes	Yes	Yes	Yes
Number of cash receipting facilities trained on the City's cash handling and custody policy and procedures	Years	6	11	10	10	10
Percent of internal customers satisfied/very satisfied with Treasury services	Years	82%	72%	85%	85%	85%
Percent of reviews of cash receipting facilities completed versus planned	Years	100%	83%	90%	90%	90%
Percent of time adequate cash available to fund CIP projects and operating expenses without any forced sale of investments.	Years	100%	100%	100%	100%	100%
Percent of time investments in compliance with the Investment Policy including the return of principal with 100% of value	Years	100%	100%	100%	100%	100%
Zero Bank Account Overdrafts	Years	0	0	0	0	0
Percentage of Exceptions at Bank Reviewed/Decided On	Years	100%	100%	100%	100%	100%

020.05DA

Ranking

7

Title: Disclosure of Public Records and Information

Department: City Clerk

	2019	2020
Budget:	\$75,000	\$75,000
FTE:	0.00	0.00

This proposal, as well as the parent proposal (020.05PA), advances the City's commitment to open public government by providing centralized, professional administration of the Public Records Act (RCW 42.56) and State Model Rules for Public Disclosure (WAC 44-14). Additional funds are being requested to fund a professional services agreement used to outsource complex public records requests. The number and complexity of requests has steadily increased over the past decade. Outsourcing large requests that are anticipated to take 10+ months to complete enables staff to spend more time processing remaining requests and to provide the 'fullest assistance' to requestors, as specified in the Act.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Public disclosure customer satisfaction.	Years	84%	93%	85%	85%	85%
Requests closed within 10 business days.	Years	51%	44%	45%	45%	45%
Customers who agree that their records request was handled fairly and completely.	Years	90%	92%	95%	95%	95%
Public Records Requests.	Years	817	744	N/A	N/A	N/A
Public records request timeliness.	Years	84%	86%	85%	85%	85%

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Responsive Government

020.05PA **Title:** Disclosure of Public Records and Information

Ranking **Department:** City Clerk

	2019	2020
Budget:	\$428,165	\$448,711
FTE:	3.00	3.00

7

This proposal advances the City’s commitment to open public government by providing centralized, professional administration of the Public Records Act (PRA) (RCW 42.56) and State Model Rules for Public Disclosure (WAC 44-14). Staff carry out local policy and procedures established to provide transparency and full access by informing the public on how to access public records, coordinating the internal process for gathering responsive records to fulfill requests, reviewing collected records for completeness and possible exemptions, providing the records to the customer in the format requested, and documenting the search methods, details and timing of the responses. Staff also provide training and consulting services to departments to assist staff in complying with PRA requirements in the most efficient and effective manner.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Public disclosure customer satisfaction.	Years	84%	93%	85%	85%	85%
Requests closed within 10 business days.	Years	51%	44%	45%	45%	45%
Customers who agree that their records request was handled fairly and completely.	Years	90%	92%	95%	95%	95%
Public Records Requests.	Years	817	744	N/A	N/A	N/A
Public records request timeliness.	Years	84%	86%	85%	85%	85%

045.34PA **Title:** Electronic Communication Services

Ranking **Department:** Civic Services

	2019	2020
Budget:	\$325,160	\$339,814
FTE:	2.00	2.00

8

Electronic Communication Services provides oversight, management, and maintenance of the city’s communication systems, which is critical for Police & Fire first responders and other departments in providing essential services to the community. The communication system primarily consists of base, mobile and portable radios, mobile computers, and radio infrastructure equipment. We maintain and repair these systems and manage the city’s Federal Communications Commission licenses to ensure the city remains compliant with federal law to avoid legal, financial, and operational impacts to the city. We partner with federal, county, and local agencies throughout the region, including law enforcement and emergency responders. We manage the city’s portion of the King County regional radio system, which ensures Bellevue’s radios function properly throughout the region.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Overall satisfaction with Communication Services	Years	100%	96%	95%	95%	95%
% of communication services preventive maintenance performed on schedule.	Years	38.70%	56.90%	95%	95%	95%
% of radio availability	Years	100%	100%	98%	98%	98%

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City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Responsive Government

045.30DA **Title:** Fleet Insourcing Program LTE to FTE Conversion

Ranking **Department:** Civic Services

	2019	2020
Budget:	\$80,300	\$84,851
FTE:	1.00	1.00

9

The purpose for this proposal is to convert one Mechanical Services Technician position from LTE to FTE status. This position is currently utilized in an innovative insourcing pilot program where Fleet Operations provides vehicle maintenance and repair services to other agencies as a means of generating revenue and workload capacity. Although this revenue covers the cost of the Mechanical Services Technician position, the real gain is the additional capacity generated (approx. 1,100 service hours) and available for maintenance and repair activities. This is because the technician spends approximately 50 percent of the time on insourced vehicle maintenance and the remaining time on city vehicle maintenance and repair. This proposal supports the ongoing provision of safe, reliable, appropriately equipped, readily available vehicles and equipment for daily operations, through cost-effective best practices.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
In-sourcing/Up-fit program cost	Years	N/A	\$23,039	\$0	\$0	\$0
In-sourcing program added maintenance hours	Years	N/A	1,137	925	925	925
In-sourcing Tech cost per hour for 'maintenance'	Years	N/A	\$20.27	\$0.00	\$0.00	\$0.00
In-sourcing Tech supported up-fit hours	Years	N/A	139.4	300	300	300
Median Days Assets Held until "IN SERVICE"	Years	62	25	50	50	50

045.30PA **Title:** Fleet Services Maintenance & Repair

Ranking **Department:** Civic Services

	2019	2020
Budget:	\$2,103,575	\$2,194,633
FTE:	13.50	13.50

9

Fleet Services maintains and repairs all city-owned vehicles and equipment supporting all city departments in providing essential services to the community. Managing these investments properly to meet their intended life cycles at a sustainable cost and to reduce the risk of accidents and injuries is the cornerstone of our business. This proposal provides safe, reliable, appropriately equipped, readily available vehicles and equipment for the city's daily operations, including Police & Fire response.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Vehicle/equip preventive maintenance performed on schedule	Quarters	94.63%	89.49%	95%	95%	95%
% of proactive vs. reactive maintenance and repair services	Years	78.23%	74.48%	80%	80%	80%
% of vehicle availability	Quarters	96.50%	95.80%	95%	95%	95%
Overall satisfaction with vehicle/equip maintenance and repair services	Years	96%	85%	90%	90%	90%
Technician productivity	Years	78.20%	86%	80%	80%	80%
% of repeat vehicle/equip repairs	Years	0.22%	0.21%	1%	1%	1%

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Responsive Government

010.07NA

Title: Civil Litigation Services

Ranking

Department: City Attorney

		2019	2020
Budget:	\$1,059,561	\$1,109,840	
FTE:	6.50	6.50	

10

The Civil Litigation Services program provides efficient and effective representation of the City in legal proceedings, either by defending the City or by pursuing actions on behalf of the City. The program routinely works with other departments in providing this representation and in identifying and correcting ongoing or potential liability risks. This program is designed to safeguard public assets and reduce legal and financial risks to the City.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Resolution of lawsuits and legal proceedings in favor of the City	Years	94%	97.20%	80%	80%	80%
Litigation; Maintain cost per hour below outside counsel rates	Years	49%	44.42%	60%	60%	60%
Litigation: # of legal trainings provided to clients	Years	0	8	4	4	4

010.08NA

Title: Legal Advice Services

Ranking

Department: City Attorney

		2019	2020
Budget:	\$588,258	\$615,999	
FTE:	3.50	3.50	

11

The Legal Advice Services program provides high-quality, efficient, and effective legal advice to the City Council, 14 city departments, and various boards, commissions, and committees. This program supports the Responsive Government outcome by providing accessible, effective, and practical legal advice. Use of internal legal advice safeguards the public trust by identifying risks, reducing liability, and advancing strategic leadership through work on intergovernmental and internal strategic teams. Internal legal resources also support a customer-focused service by providing information to the public through interpretation and application of policies, regulations, and written/oral responses to requests for information.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Legal Advice; Maintain cost per hour below outside counsel rates	Years	52%	55%	55%	55%	55%
CAO; Legal Advice- Internal customer satisfaction	Years	92%	92%	95%	95%	95%
Legal Advice: # of legal trainings provided to clients	Years	3	12	4	4	4

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City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Responsive Government

010.09NA Title: Risk Management—Insurance, Claims and Loss Control

Ranking Department: City Attorney

		<u>2019</u>	<u>2020</u>
Budget:		\$4,672,356	\$4,809,210
FTE:		4.75	4.75

12

The Risk Management Division (Risk) develops and maintains an array of risk management strategies, including proactive claims management, professional loss control (safety) services, effective subrogation (property damage recovery), strategic risk transfer, insurance policy acquisition, data analysis and disciplined financial controls. Additionally, Risk serves as the financial steward for the City’s General Self-Insurance and Workers’ Compensation self-insured funds.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Liability claims filed that proceeded to litigation	Years	7%	3%	7%	7%	7%
Property losses recovered through subrogation	Years	74%	70%	70%	70%	70%
Citywide Workers' Compensation Incident Rate	Years	7.06	7.65	10	10	10

020.02NA Title: Council Legislative and Administrative Support

Ranking Department: City Clerk

		<u>2019</u>	<u>2020</u>
Budget:		\$254,338	\$266,937
FTE:		2.00	2.00

13

Council Legislative and Administrative Support provides professional and administrative services to the part-time, seven-member Council to assure efficient performance of their official responsibilities, including setting public policy and enacting legislation. This includes production of weekly Council meeting packets that inform the Council’s decision-making process, managing logistics for Council meetings, and providing a full range of strategic advice and administrative services to assure Council effectiveness. Additionally, Council support staff provide direct customer service to the community, including responding to general questions about City services and Council meetings, listening to citizen concerns and directing them to the appropriate point for resolution, and making Council agendas and meeting materials accessible to the public in advance of meetings.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Internal customers satisfaction rating for Council Office service.	Years	93%	93%	85%	85%	85%
Timely posting of meeting materials.	Years	100%	100%	100%	100%	100%
Items presented and approved on the consent calendar.	Years	95%	97%	95%	95%	95%

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City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Responsive Government

020.01NA Title: City Clerk's Operations

Ranking Department: City Clerk

14

	2019	2020
Budget:	\$987,972	\$1,032,894
FTE:	6.00	6.00

The Clerk's Office Operations program provides the public a central point of contact for communicating with their government, promoting open communication, information sharing, and citizen participation. To accomplish this, the program manages the diverse range of administrative services associated with City governance in compliance with state law and local codes; preserves the record of government decision making and actions; offers legislative research services for public and staff; and is responsible for a wide range of noticing and documentation services including transcription and certification services.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Timely preparation of Council minutes.	Years	100%	98%	90%	90%	90%
Effective preparation of Council minutes.	Years	93%	100%	90%	90%	90%
Customer rating for timely and professional service.	Years	97%	97%	90%	90%	90%
Customer satisfaction rating for services received from Clerk's Office staff.	Years	96%	96%	90%	90%	90%
Overtaken decisions / recommendations.	Years	0	0	0	0	0
Customers whose matter was handled in a knowledgeable, professional and timely manner.	Years	96%	100%	90%	90%	90%

020.04NA Title: Records Management Services

Ranking Department: City Clerk

15

	2019	2020
Budget:	\$719,907	\$752,390
FTE:	4.75	4.75

Records Management Services administers the City's records management program by setting standards and managing the policy framework for compliant and efficient record keeping for the organization. Staff provide guidance and direct support for managing records across their entire lifecycle (creation through disposition) in all formats to ensure public information is handled in compliance with State law. This includes development of and training on policies and procedures, as well as the implementation of and consultation on the use of systems to support the management of information in the most appropriate manner.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Customers satisfied with the service they were provided.	Years	91%	90%	85%	85%	85%
Training effectiveness.	Years	95%	91%	90%	90%	90%

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Responsive Government

060.16NA **Title:** Citywide Disbursements

Ranking **Department:** Finance

	2019	2020
Budget:	\$735,442	\$772,472
FTE:	6.25	6.25

16

This proposal covers the management and administration of the City’s centralized Payroll and Accounts Payable (AP) processes. These functions oversee the majority of the City’s disbursements, totaling \$356 million annually, in a fiscally responsible manner and in accordance with applicable laws and sound business practices to provide for accountability and to deliver exceptional service to the community.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Percent of electronic payments to employees - Payroll	Years	93.98%	93.89%	95%	95%	95%
Percent of electronic vendor payments - A/P	Years	33.41%	23.83%	37%	39%	39%
Percent of internal customers satisfied/very satisfied with Accounts Payable services	Years	85%	94%	90%	90%	90%
Zero fines and penalties for payroll and benefits payments	Years	0	0	0	0	0
Percent of internal customers satisfied/very satisfied with Payroll services	Years	95%	90%	90%	90%	90%

110.06NA **Title:** Development Services Financial Management

Ranking **Department:** Development Services

	2019	2020
Budget:	\$642,488	\$673,557
FTE:	5.00	5.00

18

The Development Services (DS) Financial Management team has financial responsibility for the DS line of business and two departments: Development Services Department (DSD) and the Community Development Department (CDD). Fiscal management responsibilities include forecasting, budget and accounting, fee development, and customer billing.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Percentage of Bills processed on time by the 10th of each month	Years	100%	100%	100%	100%	100%
Variance between Q2 Development Services year-end fund expenditure projection and year-end actual expenditures	Years	0%	3%	3%	3%	3%
Variance between Q2 Development Services year-end fund revenue projection and year-end actual revenue	Years	85%	85%	95%	95%	95%
Percentage of Monitoring reported within 7 days of closing.	Years	80%	80%	100%	100%	100%

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Responsive Government

060.15PA **Title:** Business Tax and License Administration

Ranking **Department:** Finance

		2019	2020
Budget:	\$1,341,833	\$1,404,387	
FTE:	6.00	6.00	

19

This proposal includes the functions of the Tax Division which is responsible for collection, administration, education, and enforcement of the City’s business licenses and taxes. The Tax Division’s work accounts for approximately \$85 million in revenue in a biennium. This proposal manages and administers taxes for approximately 33,000 active business license accounts. These functions build and maintain the public trust through the effective and efficient collection and accounting of local taxes.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Percent of tax returns filed and paid online	Years	24.64%	29.67%	50%	75%	85%
Return on investment for tax audit program	Years	4.2	4.95	3	3	3
Percent of Filing Accounts With a Delinquent Return	Years	44%	25%	10%	10%	10%

040.07NA **Title:** Intergovernmental Relations/Regional Issues

Ranking **Department:** City Manager

		2019	2020
Budget:	\$683,512	\$709,323	
FTE:	2.00	2.00	

20

The Intergovernmental Relations (IGR) program ensures Bellevue’s interests are represented at the state, federal and regional government levels and result in positive outcomes in funding, regulations and service partnerships aligned with the city’s interests and priorities. This proposal ensures the City Council and city organization have the support to analyze and resolve cross-jurisdictional issues and maintain an effective voice and leadership role on regional, state and federal issues.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Cost of Animal Services to COB	Years	\$45,314	\$39,694	\$115,000	\$85,000	\$92,000
Estimated percent of animal licensing rate in Bellevue (cats & dogs)	Years	22.10%	21.37%	22%	22%	23%
Percent of residents who say the city is headed in the right direction/strongly headed in the right direction	Years	77%	69%	N/A	N/A	N/A
Percent of residents getting/definitely getting their money’s worth for their tax dollars	Years	79%	71%	N/A	N/A	N/A
Somewhat/strongly agree Bellevue is doing a good job of looking ahead to meet regional challenges	Years	78%	65%	N/A	N/A	N/A
Somewhat/strongly agree Bellevue is doing a good job of looking ahead to meet local challenges	Years	78%	67%	N/A	N/A	N/A

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Responsive Government

045.20PA

Title: Facility Operations

Ranking

Department: Civic Services

		<u>2019</u>	<u>2020</u>
Budget:	\$4,395,176	\$4,554,044	
FTE:	16.00	16.00	

21

This proposal provides funding for the operation, maintenance and repair needs for City Hall, the Bellevue Service Center (BSC) and Fire Department facilities supported by the Civic Services Facility Operations division. The primary elements supported by this proposal include all costs associated with utilities, custodial services, and routine repairs and maintenance. Also included are the administrative staff who support both facility operations and tenant services such as the deli, coffee cart, vending programs, employee fitness centers, artwork installations, special events, Emergency Operations Center support, access control badging and background checks, City Council meeting support, and public meeting room setups. These services are provided through a combination of in-house labor resources and contracted vendors.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> Actual	<u>2017</u> Actual	<u>2018</u> Target	<u>2019</u> Target	<u>2020</u> Target
Annual City Hall Energy Star Rating	Years	98	99	90	90	90
City Hall total cost of operations per sq ft compared to IFMA benchmark	Years	99.10%	96.30%	94.40%	92.50%	90.70%
BSC total cost of operations per sq ft compared to IFMA benchmark	Years	79.70%	76.30%	74.80%	73.30%	71.90%
City Hall total utilities cost per sq. ft. compared to IFMA benchmark	Years	50.70%	47.60%	46.60%	45.70%	44.80%
City Hall Custodial cost per sq. ft. compared to IFMA benchmark	Years	78.30%	80.50%	78.90%	77.30%	75.80%

060.18NA

Title: Financial Accountability & Reporting

Ranking

Department: Finance

		<u>2019</u>	<u>2020</u>
Budget:	\$852,765	\$890,261	
FTE:	5.00	5.00	

22

This proposal provides fiscal oversight to the City of Bellevue through the preparation and submission of mandatory financial reporting to the State Auditor's Office (SAO), the State Department of Revenue, and federal agencies requiring special reporting. It provides for adherence to best practices through preparation of a Comprehensive Annual Financial Report (CAFR) and the use of internal reviews (audits). Acceptance of this proposal ensures compliance with State Law and Generally Accepted Accounting Principles (GAAP) and minimizes the City's risks for potential liabilities and misappropriation of assets. This proposal enables the City to provide for accountability, a key element of stewards of the public trust.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Responsive Government

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Number of management letter or audit findings - Financial Statements	Years	0	0	0	0	0
Percent of internal customers satisfied/very satisfied with Accounting services	Years	85%	81%	90%	90%	90%
Received an unmodified opinion for annual financial statements	Years	Yes	N/A	Yes	Yes	Yes
Received the Certificate of Excellence in financial reporting proficient in all categories	Years	Yes	N/A	Yes	Yes	Yes
Number of management letter or audit findings - Single Audit	Years	0	N/A	0	0	0
Number of Active Internal Control Cases	Years	4	6	0	0	0

090.01NA

Ranking

23

Title: Computer Technology Services

Department: Information Technology

	2019	2020
Budget:	\$1,266,732	\$1,324,889
FTE:	8.00	8.00

This proposal focuses on effective delivery and support of technology services to City staff and eCityGov Alliance customers. Specifically, this includes:

IT Support of deployed technology in City Hall, at remote locations and in the field

Scheduled and just-in-time replacement of hardware and software technology

Maintenance and troubleshooting of technology to keep the City workforce performing services

Training and education for City employees to help create a high-performance workforce

The functions and need for IT Support have continued to expand as the workforce uses a diverse, highly mobile toolset to complete their jobs.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Overall customer satisfaction - Client Technology Services	Years	85%	85%	90%	90%	90%
First call resolution - Information Technology Department	Months	41.98%	38.59%	45%	N/A	N/A
Mean time to repair (MTTR) priority 1 - 4 hours - Client Technology Services	Months	4.92	5.38	12	N/A	N/A
Mean time to repair (MTTR) priority 1 - 4 targets met for customer service - Client Technology Services	Months	89.56%	88.87%	80%	N/A	N/A

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City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Responsive Government

110.02NA

Title: Policy Implementation Code Amendments & Consulting Service

Ranking

Department: Development Services

		2019	2020
Budget:	\$2,321,454	\$2,428,549	
FTE:	14.08	14.08	

24

The Policy Development function of Development Services (DS) supports the Responsive Government outcome by implementing adopted City plans (e.g., Downtown Livability, Eastgate/I-90) and state and federal mandates (e.g., Shoreline Management Act, Critical Areas Update, NPDES) through amendments to codes, standards, and procedures. It aligns regional plans (e.g., Eastlink) with the Community Vision and Values by providing development-related consulting advice. Delivering on Policy Development commitments to respond to community priorities maintains public trust and ensures delivery of customer-focused service. This proposal includes internal staff time, outside professional services (as needed), and code and policy implementation.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Percent of residents who agree or strongly agree that Bellevue is doing a good job planning for growth in ways that will add value to residents' quality of life	Years	74%	72%	80%	80%	80%
Percentage of residents who agree the City's land use planning efforts are somewhat or extremely open and accessible.	Years	70%	63%	75%	75%	75%

110.01NA

Title: Development Services Information Delivery

Ranking

Department: Development Services

		2019	2020
Budget:	\$1,965,877	\$2,059,385	
FTE:	12.65	12.65	

25

The Development Services (DS) Information Delivery function supports the Responsive Government outcome by providing customers broad access to development services information regarding properties, public and private development projects, development and construction codes and standards, and inspection services. This proposal supports the delivery of information regarding code enforcement procedures, access to public records, permit processes and timelines, and permit fees. The DS Information Delivery function delivers services consistent with customer-driven and City of Bellevue expectations that focus on quality, customer experience, timeliness, and predictability. This proposal supports the delivery of information in a variety of formats intended to provide equitable access to city government functions within DS.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Total hours spent on Public Information	Years	18,301	16,644	16,000	15,000	14,000
Total hours spent with clients at the permit desk	Years	15,654	13,448	13,000	12,000	11,000
Percentage of initial application submittal accepted as 'complete'	Years	82%	82%	100%	100%	100%
Number of visitors at the permit center	Years	8,859	7,761	7,500	7,500	7,000

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City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Responsive Government

045.32DA

Title: Fleet & Communications Parts Inventory & Fuel System

Ranking

Department: Civic Services

	<u>2019</u>	<u>2020</u>
Budget:	\$2,164,879	\$2,236,743
FTE:	3.50	3.50

26

Fleet & Communications parts inventory and fuel system programs provide the parts, components, fluids, and fuel for the city’s fleet of vehicles and equipment. Having parts and fuel readily available helps ensure assets can be deployed to deliver services to the community, including Police & Fire emergency response. We oversee fuel acquisition, including biofuel, and manage the city’s 12 fueling sites, as well as equipment upgrades needed to conform to new environmental requirements and initiatives.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
% of vehicle/equipment parts available to technicians upon request.	Quarters	83.56%	81.59%	80%	80%	80%
Customer satisfaction with the fueling system operation.	Years	97%	77%	85%	85%	85%
% of loss vs. overall purchase	Years	0.99%	0.79%	1%	1%	1%
% of fuel dispenser availability	Years	99%	97.50%	100%	100%	100%

045.01NA

Title: Client Services

Ranking

Department: Civic Services

	<u>2019</u>	<u>2020</u>
Budget:	\$615,019	\$645,610
FTE:	5.00	5.00

27

Client Services provides centralized, seamless, one-stop delivery of a wide range of services to customers through the public service desk, the MyBellevue mobile app, the customer assistance web portal, and the City Hall events program which schedules and manages City Hall’s 11,000sf of public meeting space. Central to our service delivery approach is that customers should not have to understand city business or how the city is organized to receive service and their needs should be met as simply as possible (one click, one call, one stop).

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Responsive Government

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Average number of days to resolve online service requests	Years	2.25	7.5	2	2	2
Customer satisfaction with the public service desk's ability to streamline access to services & information	Years	99%	97%	98%	98%	98%
Customer satisfaction with staff at the public service desk as a knowledgeable resource	Years	98%	95%	97%	97%	97%
Errors relative to the volume of financial transactions processed by public service desk	Years	1%	1%	1%	1%	1%
Customer satisfaction with responsiveness and quality of service provided by City Hall Events program staff	Years	99%	100%	95%	98%	98%
Public service desk voicemail messages returned within 1 hour of receipt	Years	99%	99%	100%	100%	100%

045.31DA

Title: Fleet & Communications Asset Management

Ranking

Department: Civic Services

	2019	2020
Budget:	\$198,932	\$208,735
FTE:	1.50	1.50

28

Fleet & Communications Asset Management acquires and disposes of all city-owned vehicles and most equipment, providing departments with safe and reliable assets to deliver essential services to the community. As stewards of the city's financial investment, we develop specifications based on department customer needs and procure and deliver vehicles and equipment by following purchasing and bid laws and considering lifecycle costs. In support of the city's Environmental Stewardship Initiative, Fleet & Communications attempts to use green technologies and purchase alternative fuel vehicles whenever possible. We sell surplus city vehicles and equipment to maximize the return on the city's investment.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Customer satisfaction with vehicle/equipment acquisition process.	Years	88%	67%	85%	85%	85%
Number of vehicle/equip purchases rolled over from one year to the next	Years	4	3	0	0	0
% of new vehicle/equip placed in service on schedule.	Years	95%	99%	95%	95%	95%
% of book value achieved on surplus sales.	Years	90%	115%	95%	95%	95%

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Responsive Government

060.46NA

Title: LEOFF 1 Medical Operating Costs

Ranking

Department: Finance

	2019	2020
Budget:	\$73,282	\$73,282
FTE:	0.00	0.00

29

The Finance Department is proposing to continue the City’s current policies and management of the Law Enforcement Officers & Firefighters Medical Reserve Fund (LEOFF 1 Fund) in the 2019-2020 biennium. The key recommendation of this proposal is to receipt revenues from contract cities’ pension fund contributions in accordance with State law and established Council policy and to ensure sound management of the funds and compliance with Government Accounting Standards Board accounting requirements. Starting in 2018 and continuing in the 2019-2020 biennium, the City policy is to make contributions to the LEOFF 1 Fund for each year’s projected liability in the year the liability is incurred. Based on a recent actuarial update received February 2018, the unfunded actuary liability is \$41.6 million. The current forecast estimates a \$2.3 million allocation towards the balance annually.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Contract cities are informed about LEOFF I Fund account activity & balances	Years	Yes	Yes	Yes	Yes	Yes

060.17NA

Title: Procurement Services

Ranking

Department: Finance

	2019	2020
Budget:	\$1,082,311	\$1,136,461
FTE:	8.75	8.75

30

The Procurement Services Division provides management and oversight of approximately \$130 million per year of procurement expenditures in support of City departments, projects, and programs. This proposal is requesting funding for the services offered by procurement professionals who are engaged in the following: purchasing goods and services, overseeing competitive solicitations that exceed \$300,000, providing assistance and review in contract development, sourcing best value products and vendors, conducting outreach efforts to disadvantaged businesses, managing citywide vendor contracts, administering the ProCard program, support and oversight of proper disposal methods for surplus items.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Percent of spend utilizing a competitive process	Years	93%	81%	90%	90%	90%
Percent of City staff who are very satisfied/satisfied with Procurement Services	Years	73%	67%	90%	90%	90%
Percent of procurement spend to Small Businesses (includ MWDBE)	Years	10.40%	13.48%	15%	15%	15%

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Responsive Government

090.09NA **Title:** Technology Business Systems Support

Ranking **Department:** Information Technology

	<u>2019</u>	<u>2020</u>
Budget:	\$2,633,551	\$2,736,402
FTE:	14.00	14.00

31

The proposal provides for the selection, implementation and ongoing support of critical line of business applications that help deliver vital services to our community. The community in this high-tech region expects technology to be used to efficiently deliver services, such as permitting, billing and payment, inquiries and problem reporting and work orders. Customers also expect appropriate and timely information in the form of alerts, web and mobile applications and access to data. The Technology Business System service supports public facing applications such as the Open Data portal, MyBellevue citizen reporting, MyUtilityBill payment and internal productivity-enhancing applications used by staff, for example Amanda (permitting & inspection), Maximo (asset management), and JDE (Financials and HR).

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Mean Time to Repair (MTTR) Priority 1-4 Targets Met - Technology Business Systems	Months	87.66%	88.28%	80%	N/A	N/A
Overall Customer Satisfaction - Application Services	Years	100%	81.30%	85%	85%	85%
Projects reaching all objectives - ITD Project Management	Years	85.71%	89%	95%	95%	95%
Projects completed on schedule - ITD Project Management	Years	92.85%	67%	95%	95%	95%

040.02DA **Title:** BTV LTE to FTE Conversions

Ranking **Department:** City Manager

	<u>2019</u>	<u>2020</u>
Budget:	\$209,734	\$220,647
FTE:	2.00	2.00

32

The Communications Office proposes the conversion of two full-time LTE staff to FTE status in 2019-2020. Bellevue Television (BTV) currently operates with 1 FTE and two full-time LTEs, with the assistance of students from Bellevue College. As the city has grown, internal and external demand for visual communications has increased significantly, especially for videos that can be viewed on-the-go. Within the last year, BTV began producing more content including minute-long videos called “Just a Minute Today in Bellevue” that are ideal for a social media audience and a quarterly public affairs show, BellevueNOW, that’s focused on local issues. Having highly skilled, permanent staffing is necessary to maintain BTV’s professionalism, quality productions and productivity. This budget impact of this proposed change will be offset by reductions in maintenance and operations expenditures across the department.

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Responsive Government

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Right information to right people at the right time (Employee City-wide Survey)	Years	N/A	3.31	3.31	3.32	3.32
Org shares info with the public (Employee City-wide Survey)	Years	N/A	3.98	3.98	3.98	3.99
Somewhat/strongly agree Bellevue does a good job of keeping residents informed (added in 2010)	Years	87%	84%	N/A	N/A	N/A

040.02PA

Ranking

32

Title: Communications

Department: City Manager

	2019	2020
Budget:	\$841,316	\$866,814
FTE:	4.00	4.00

The Communication Team includes the Chief Communications Officer (CCO), reporting to the Deputy City Manager, five full-time staff (Communications is proposing the conversion of two full-time LTE staff to FTEs in 2019-2020) in the City Manager’s Office, one community engagement lead based in the Planning and Community Development Department, and eight public information officers who are housed in various city departments and report via a matrix setup to the CCO. The team strives to effectively communicate with an informed and engaged public, deliver strategic internal and external communications, and enhance Bellevue’s reputation. These objectives are accomplished by delivering rich content through multiple, complementary channels; ensuring accurate, compelling and consistent messaging; building strong relationships with internal and external audiences; delivering on Bellevue’s brand promise; facilitating stakeholder engagement; and exemplifying excellence, always.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Right information to right people at the right time (Employee City-wide Survey)	Years	N/A	3.31	3.31	3.32	3.32
Org shares info with the public (Employee City-wide Survey)	Years	N/A	3.98	3.98	3.98	3.99
Somewhat/strongly agree Bellevue does a good job of keeping residents informed (added in 2010)	Years	87%	84%	N/A	N/A	N/A

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Responsive Government

080.01NA

Title: Health Benefits Operating Fund

Ranking

Department: Human Resources

		2019	2020
Budget:		\$29,001,004	\$30,777,546
FTE:		1.80	1.80

33

The City manages and maintains an employee Benefits Program that provides comprehensive benefits and related services to the workforce as part of an integrated total rewards strategy. The Benefits Program is inclusive of all health and wellness plans, as well as other benefit components. These components include, but are not limited to, medical, dental, vision, life /accidental death and dismemberment (AD&D) insurance, flexible spending arrangements (health and dependent care), and an employee assistance program (EAP) for the purpose of attracting and retaining a diverse and talented workforce.

These programs are a major component in maintaining a strong total rewards program allowing the City to compete for the top candidates in the job market. Effective program administration and oversight are critical in providing competitive plans in a legally compliant, cost-effective manner.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
% of Employees who Agree/Strongly Agree that the City of Bellevue Offers Good Benefits	Years	N/A	N/A	85%	85%	85%

090.10NA

Title: eCityGov Alliance Fees and Services

Ranking

Department: Information Technology

		2019	2020
Budget:		\$249,863	\$143,538
FTE:		1.00	1.00

34

Bellevue is a founding partner in the eCityGov Alliance (Alliance), an inter-local government non-profit agency with a mission of providing convenient and consistent online services to the public. There are two parts to this proposal. First, as a partner, the City pays fees to the Alliance on behalf of the City of Bellevue and in return owns 39% of the Alliance intellectual property and assets and receives use of all Alliance services. Second, under the Alliance inter-local agreement, Bellevue provides IT and fiscal services for the Alliance. The Alliance pays for all services provided by City of Bellevue.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
MyBuildingPermit permit volumes	Years	N/A	31,887	30,000	30,000	30,000
MyBuildingPermit transaction amounts	Years	N/A	\$12,351,616	\$15,500,000	\$15,500,000	\$15,500,000

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Responsive Government

090.06NA **Title:** Geospatial Technology Services (GTS)

Ranking **Department:** Information Technology

	Budget:	2019 \$1,109,787	2020 \$1,155,983
	FTE:	6.00	6.00

35

This proposal identifies the resources needed for the Geospatial Technology Services (GTS) program to deliver high-quality mapping data, solutions and services using Geographic Information Systems (GIS). GIS serves as an organizational platform for visualizing location-based information, enables an efficient map-driven mobile workforce, increases transparency through interactive web maps for the Bellevue community, and maintains a trusted repository of geographic information at an excellent value.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Service Request Target Met - Geospatial Technology Services	Months	98.68%	95.31%	80%	N/A	N/A
Mean Time to Repair (MTTR) Geospatial Technology Services	Months	5.41	9.56	18	N/A	N/A
Online usage of External Facing Web Maps	Months	1,337.10	966.17	N/A	N/A	N/A
Incidents Target Met-GTS	Years	97.73	88.17	85	85	85

110.13DA **Title:** Development Services - Automation Proposal

Ranking **Department:** Development Services

	Budget:	2019 \$508,552	2020 \$391,003
	FTE:	0.00	0.00

36

Development Services (DS) will upgrade the permit-tracking system (AMANDA) and enhance associated systems in order to implement industry best practices and leverage functionality to replace outdated, disparate systems and improve processes. It will also align with the City's Information Technology Strategic Initiatives (such as System Integration). This proposal also funds scanning the scanning of historical documents to complete the Paperless Permitting Initiative. Finally, this proposal will support exploration of new, innovative initiatives such as a permit-application virtual assistant, utilizing artificial intelligence technology.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Total hours spent on Public Information	Years	18,301	16,644	16,000	15,000	14,000
Total hours spent with clients at the permit desk	Years	15,654	13,448	13,000	12,000	11,000
Percentage of paperless permit applications in a calendar year	Years	75%	80%	100%	100%	100%
Percentage of records requests that come from within DS	Years	34%	36%	5%	5%	5%

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Responsive Government

110.13PA **Title:** Development Services - Automation Proposal

Ranking **Department:** Development Services

	2019	2020
Budget:	\$148,439	\$152,299
FTE:	0.00	0.00

36

Development Services (DS) will upgrade the permit-tracking system (AMANDA) and enhance associated systems in order to implement industry best practices and leverage functionality to replace outdated, disparate systems and improve processes. It will also align with the City’s Information Technology Strategic Initiatives (such as System Integration). This proposal also funds scanning the scanning of historical documents to complete the Paperless Permitting Initiative. Finally, this proposal will support exploration of new, innovative initiatives such as a permit-application virtual assistant, utilizing artificial intelligence technology.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Total hours spent on Public Information	Years	18,301	16,644	16,000	15,000	14,000
Total hours spent with clients at the permit desk	Years	15,654	13,448	13,000	12,000	11,000
Percentage of paperless permit applications in a calendar year	Years	75%	80%	100%	100%	100%
Percentage of records requests that come from within DS	Years	34%	36%	5%	5%	5%

045.04DA **Title:** Real Property/Director’s Office Admin Support: Increase FTE to 1.0

Ranking **Department:** Civic Services

	2019	2020
Budget:	(\$33)	\$47
FTE:	0.25	0.25

37

This proposal is to increase an administrative position from .75 to 1.0 FTE. Real Property’s base budget for 2019-2020 already includes a .75 FTE for this position, which was reallocated from within the department’s Client Services Division. This position provides support to the Real Property Division and to the Director’s Office staff. The position primarily performs administrative functions that would otherwise need to be done at a higher cost by Real Property agents, Department Director, Assistant Director, and Fiscal Manager. Losing a quarter of this position would reduce efficiency in these two workgroups and lead to delays on important project delivery timelines.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Customer satisfaction with timeliness of Real Property services	Years	82%	72%	80%	80%	80%
Customer satisfaction with Real Property staff as a knowledgeable resource	Years	N/A	92%	90%	90%	90%
Customer satisfaction with overall service you received from Real Property	Years	N/A	90%	90%	90%	90%

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Responsive Government

045.04DB **Title:** Real Property Agent Conversion of LTE to FTE

Ranking **Department:** Civic Services

	2019	2020
Budget:	\$0	\$101,039
FTE:	0.00	1.00

37

This proposal is to convert one Real Property Agent position from LTE to FTE status. This position is required to address increased, ongoing real property work on behalf of customer departments and capital investment programs. The position is offset by revenue since most of the work is directly billable to budgeted projects. Without this position, the Real Property Division will lack adequate staffing to complete this ongoing workload, leading to delays in property acquisitions and increasing overall project timelines and risk.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Customer satisfaction with timeliness of Real Property services	Years	82%	72%	80%	80%	80%
Customer satisfaction with Real Property staff as a knowledgeable resource	Years	N/A	92%	90%	90%	90%
Customer satisfaction with overall service you received from Real Property	Years	N/A	90%	90%	90%	90%

045.04PA **Title:** Real Property Services

Ranking **Department:** Civic Services

	2019	2020
Budget:	\$760,779	\$697,501
FTE:	4.75	4.75

37

The Real Property division provides professional expertise to assist city departments in all facets of real estate transactions. A significant portion of work is purchasing temporary and permanent property rights for city projects including transportation roadways, utilities infrastructure, and construction of facilities to serve the community. The division also sells city-owned property when it becomes surplus. Real Property's specialized services include preparation and review of all real estate transaction documents, property valuation services, site searches, property management, market and lease analyses, title and escrow support, and relocation assistance. Also, the division provides strategic advice to manage the city's portfolio of real estate assets that is worth billions of dollars.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Customer satisfaction with timeliness of Real Property services	Years	82%	72%	80%	80%	80%
Customer satisfaction with Real Property staff as a knowledgeable resource	Years	N/A	92%	90%	90%	90%
Customer satisfaction with overall service you received from Real Property	Years	N/A	90%	90%	90%	90%

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Responsive Government

010.01NA

Title: City Attorney Department Management and Support

Ranking

Department: City Attorney

	2019	2020
Budget:	\$814,266	\$849,812
FTE:	4.00	4.00

38

City Attorney management and support staff provide strategic leadership, management and general support to each of the four divisions of the City Attorney’s Office (CAO) (civil advice, civil litigation, prosecution and risk management), as well as direct legal support for certain client departments and the City Council. These resources benefit all functions within the CAO and could not logically be assigned to any one of the CAO’s separate proposals. Positions included in this proposal are: Department Director (i.e., the City Attorney), Deputy City Attorney, Office Manager and Senior Administrative Assistant.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Final contract review in days	Quarters	2	2	2	2	2
Trainings received by staff	Years	43%	85%	100%	100%	100%
% of staff on City committees	Years	90%	89%	50%	50%	50%

045.03NA

Title: Civic Services Department Management & Support

Ranking

Department: Civic Services

	2019	2020
Budget:	\$594,266	\$621,184
FTE:	3.00	3.00

39

Department management provides strategic leadership and oversight of this mid-sized operating department, integrating the organization’s core values, leadership philosophy, and high performing organization principles into our work. The Director leads the management team in ensuring effective deployment of department resources to support customer departments in meeting the community’s service expectations. We use performance management as an essential tool to ensure we balance quality, value, and sustainable financial performance. Proactive fiscal stewardship is critical due to the magnitude and diversity of funds we manage. The department currently consists of 73 FTEs/LTEs spread across five divisions in multiple locations.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Customer satisfaction with services received by the department	Years	97%	90%	90%	90%	90%
Department supervisory best practice survey scores	Years	8.56	8.68	8	8	8
Department employee response rate to employee survey	Years	91.40%	91%	100%	100%	100%

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Responsive Government

110.05NA

Title: Development Services Department Management & Support

Ranking

Department: Development Services

		<u>2019</u>	<u>2020</u>
Budget:	\$1,104,728	\$1,148,192	
FTE:	4.00	4.00	

40

This proposal provides strategic leadership, management and general support to the Development Services Department (DSD) and the development services line of business spanning four departments. These resources benefit all functions of development services and could not logically be assigned across all development services proposals.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Customers rating Bellevue as a good to excellent place to live measured by survey of residents	Years	95%	97%	95%	95%	95%
Percentage of DS permits applied for online	Years	75%	80%	85%	85%	85%
Rating of Permitting and Licensing services in Bellevue by Businesses in Bellevue	Years	N/A	5.78	8	8	8

060.07PA

Title: Finance Department Management and Support

Ranking

Department: Finance

		<u>2019</u>	<u>2020</u>
Budget:	\$1,344,740	\$1,385,736	
FTE:	6.00	6.00	

41

The services offered in this proposal provide fiscal policy, strategic direction, and leadership for the City Council, City Manager, and Leadership Team. It also provides oversight and leadership for the Finance Department, including all Finance functions. Financial performance and long-term financial sustainability are essential to all City functions. Therefore, fiscal policy and operations impact all City proposals, as well as proposals involving other entities like the Bellevue Convention Center Authority.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Percentage of Finance Department employees with Performance Evaluations delivered within 60 Days	Years	94%	100%	90%	90%	90%
Maintain Aaa bond rating	Years	Yes	Yes	Yes	Yes	Yes
Number of management letter or audit findings - Financial Statements	Years	0	0	0	0	0
Percent of City staff that are satisfied or very satisfied with the Finance department's service delivery	Years	87%	83%	90%	90%	90%

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Responsive Government

080.06PA **Title:** HR Workforce Administration—Program Administration

Ranking **Department:** Human Resources

		2019	2020
Budget:	\$1,432,393	\$1,494,996	
FTE:	6.00	6.00	

42

This proposal ensures the development and administration of Human Resources policy and system best practices to support the organization in managing and executing its many business lines and services. These services ensure we achieve our organizational vision and values resulting in an engaged and high performing workforce. The HR administrative programs provide vital support to all functional areas in the Human Resources Department and specifically provide support in the areas of labor management, performance coaching, career development, the transition and redeployment of personnel; counseling to ensure personnel actions are appropriate, timely and consistent; oversight of complex medical/disability leave administration cases; and overall leadership to all functional areas of the comprehensive Human Resources program.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Annual Total Turnover Rate	Years	11.30%	10.40%	18%	18%	18%
Annual Voluntary Turnover Rate	Years	4.70%	4.60%	10.20%	10%	10%
Annual Average Sick Leave Utilization Rate	Years	52.91	59.92	64	64	64
Pride in Workplace	Years	78.60%	N/A	80%	80%	80%

090.05NA **Title:** IT Department Management and Support

Ranking **Department:** Information Technology

		2019	2020
Budget:	\$1,174,735	\$1,221,982	
FTE:	7.00	7.00	

43

This proposal provides strategic technology leadership within the organization and region, aligns strategic technology decisions with Council and Departmental business vision, and provides oversight over the operation of all business lines noted in other Information Technology Department's (ITD) proposals. These services are delivered in a manner that ensures the following are met: (a) the direction of the City Council and City Manager; (b) the goals of each Department proposal; and (c) adoption and application of core values and leadership philosophy at all levels of the organization.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Overall customer satisfaction - Information Technology Department (Survey)	Years	83%	83%	90%	90%	90%
Information Technology Department spending in relation to total enterprise expenditures	Years	2.53%	2.19%	4%	4%	4%
Information Technology Department spending per City of Bellevue employee	Years	\$8,456	\$7,761	\$8,977	\$8,977	\$8,977
Mean Time to Repair (MTTR) Priority 1-4 Targets Met - Technology Business Systems	Months	87.66%	88.28%	80%	N/A	N/A

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Responsive Government

045.33DA **Title:** Fleet & Communications Management

Ranking **Department:** Civic Services

	2019	2020
Budget:	\$414,233	\$432,701
FTE:	2.50	2.50

44

This proposal is for the overall management of the Fleet and Communications division which provides and maintains the vehicles and equipment necessary for city departments to perform their jobs and deliver services to the public. We set the standards for vehicle and equipment usage for city departments. We lead the Fleet & Communications Governance Committee and division personnel while also providing oversight of the city’s vehicle and equipment assets, fuel, related funds, and day-to-day operations.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
% of vehicle availability	Quarters	96.50%	95.80%	95%	95%	95%
Overall customer satisfaction with of Fleet & Communications division.	Years	94%	83%	85%	85%	85%
Annual worker's comp claims involving Fleet and Communications staff	Years	0	1	0	0	0
% of Equipment Rental Fund (ERF) operating budget reserved	Years	16%	15.20%	5%	5%	5%

060.45NA **Title:** Finance Business Systems

Ranking **Department:** Finance

	2019	2020
Budget:	\$686,770	\$720,495
FTE:	5.00	5.00

45

The City’s success in establishing strong fiscal policy and financial leadership is dependent on accurate, reliable financial systems. This proposal includes all the Finance related systems and the Finance Business Systems (FBS) Business and Data Analysts who support these critical systems. We work hand in hand with Departments and Finance Divisions to optimize financial work processes, serve as the voice of the customer by defining system requirements and partner with the City’s Information Technology (IT) team to deliver automated business solutions. Principal systems include financial accounting and reporting, tax and business licenses, performance indicators and budget process. Specialized systems include data mining, reporting and internal controls. Analysts perform project management, improvement analysis, test/implementation support, ad hoc system development, technology research, reporting and training.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Percent of customers satisfied/very satisfied with overall ability to get the information from the City's financial systems to support me in doing my job.	Years	66.18%	68%	80%	80%	80%
Completed vs. Created Work Requests	Years	49%	78%	65%	65%	65%

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Responsive Government

080.04NA

Title: HR Workforce Development–High Performance Work Culture Programs

Ranking

Department: Human Resources

		2019	2020
Budget:	\$1,045,723	\$1,094,808	
FTE:	7.00	7.00	

46

The Workforce Development program focuses on Human Resources’ ongoing administration, management and delivery of workforce development related initiatives and other human resources programs that enhance high performance and demonstrate the desired work culture as defined by our vision and values. The workforce development strategy is a holistic approach aligning policies, programs and practices that provide employees with something of value in return for their contributions towards the mission, vision and goals of the city. To ensure the ongoing support of a high performing workforce, the programs must be sustainable, flexible, and continuously evolve to meet future organizational needs.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Annual Total Turnover Rate	Years	11.30%	10.40%	18%	18%	18%
% of Employees Who Agree/Strongly Agree that Training is made Available to them for Personal Growth and Development	Years	N/A	75.40%	80%	85%	85%
Annual Voluntary Turnover Rate	Years	4.70%	4.60%	10.20%	10%	10%
Work/Life Balance	Years	N/A	74.30%	80%	80%	80%
% Spend of Tuition Reimbursement Funds	Years	N/A	N/A	N/A	100%	100%

080.06DB

Title: HR Workforce Administration-Senior Administration

Ranking

Department: Human Resources

		2019	2020
Budget:	\$89,225	\$94,050	
FTE:	1.00	1.00	

46

This proposal ensures the development and administration of Human Resources policy and system best practices to support the organization in managing and executing its many business lines and services, and to support the HR Management team. These services ensure the achievement of HR’s organizational vision and values in an effective and efficient manner, resulting in an engaged and high performing workforce. The HR administrative programs provide vital support to all functional areas in the Human Resources Department, specifically in the areas of labor management, performance coaching, career development, hiring and recruitment; personnel actions; administration and oversight of complex medical/disability leave administration cases; public records management; employment verification; training and development; procurement and billing; and contract management. Estimated cost: \$55,930 annually.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Annual Total Turnover Rate	Years	11.30%	10.40%	18%	18%	18%
Annual Voluntary Turnover Rate	Years	4.70%	4.60%	10.20%	10%	10%
Annual Average Sick Leave Utilization Rate	Years	52.91	59.92	64	64	64
Pride in Workplace	Years	78.60%	N/A	80%	80%	80%

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Responsive Government

045.02NA Title: Parking & Employee Transportation Services

Ranking Department: Civic Services

47

	2019	2020
Budget:	\$578,434	\$604,663
FTE:	1.00	1.00

This program manages employee and visitor parking at the city’s largest worksites, City Hall and Bellevue Service Center. It includes outreach and incentives to approximately 1,500 employees to get them to commute to work using alternatives to driving alone (i.e. transit, carpool, vanpool) as mandated by State commute trip reduction (CTR) law. Other elements include management and operation of City Hall’s employee and visitor garages, parking enforcement, and fee collection. Revenue from parking fees offsets costs of operating the program.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Customer satisfaction with access to Parking & Employee Transportation program services & information	Years	99%	92%	95%	95%	95%
Customer satisfaction with responsiveness and quality of service provided by Parking & Employee Transportation program staff	Years	99%	95%	96%	96%	96%
City Hall employees commuting to work by carpool, vanpool, transit, bike, etc	Years	62%	59%	65%	65%	65%
BSC employees commuting to work by carpool, vanpool, transit, bike, etc	Years	56%	57%	61%	61%	61%

060.14DA Title: Finance Central Services

Ranking Department: Finance

48

	2019	2020
Budget:	\$956,106	\$995,788
FTE:	0.00	0.00

This proposal is to fund the Central Services budget for city-wide services including copier rentals, operation of the Copy Center, mail, central receiving and distribution services in City Hall and courier services to offsite City locations as provided by outsourced vendors. The Copy Center and satellite copier rentals are a full cost recovery service. Departments pay for the actual cost of services and all expenses are billed to departments via an interfund billing process. Funding for First Class and Bulk Mail postage is also included in this proposal.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Percent of customers satisfied/very satisfied with Satellite Copiers/MFD’s (equipment and vendor service)	Years	70%	81%	90%	90%	90%
Percent of customers satisfied/very satisfied with Mail Room services	Years	93%	87%	90%	90%	90%
Percent of customers satisfied/very satisfied with Central Receiving & Distribution services	Years	97%	88%	90%	90%	90%

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Responsive Government

045.22PA **Title:** Facility Planning and Project Management

Ranking **Department:** Civic Services

49

	<u>2019</u>	<u>2020</u>
Budget:	\$876,749	\$919,215
FTE:	6.00	6.00

Facility Planning and Project Management provides staffing and resources necessary to manage of capital projects, tenant improvements, major maintenance projects, energy conservation efforts, and space reconfigurations at major city facilities. This is in addition to a core set of services to address customer requests related to new furniture installation, adjustments, furniture system repairs and replacements, ergonomic accommodations, and space/data management. These services are provided at 13 city facilities encompassing 613,000 square feet. Project managers also support citywide projects such as capital construction coordination for Sound Transit East Link impacts, Fire Station levy projects, parking and site revisions, long-range planning, and unplanned renovation requests. Ensuring compliance with regulatory laws such as the Americans with Disabilities Act, Bellevue City Code, and other workplace health and safety requirements are also key components of this proposal.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Percent of Reimbursed Project Mgmt Labor Hours	Years	49%	44%	50%	50%	50%

080.07NA **Title:** Talent Acquisition

Ranking **Department:** Human Resources

50

	<u>2019</u>	<u>2020</u>
Budget:	\$160,763	\$168,080
FTE:	1.00	1.00

A defining characteristic and asset of Bellevue is the diversity of its commercial and residential neighborhoods. The resulting growth of Bellevue’s population and diversity poses a challenge to the City in its need to provide new or adapted services to community members. Research has shown that the services an organization provides are enhanced when the diversity of its staff is representative of customer demographics. Critical to the City’s success in supporting a Council priority of “Achieving Human Potential” under the Diversity Plan is to ensure that we have the human talent necessary to efficiently manage and execute the many business lines and services that make up our community priority outcomes. The program address the social importance of creating inclusive employment opportunities, ensuring equity in our hiring practices and innovating new ways of attracting future talent as workforce shifts occur.

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Responsive Government

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
% of Employees Who Agree/Strongly Agree that the City Works to Attract, Develop, and Retain People with Diverse Backgrounds	Years	N/A	62.30%	70%	75%	75%
# of Weeks to Fill Positions		11.6	10.8	10	10	10
Diversity Hire Ratio- Ethnicity	Years	25.90%	29%	35%	35%	35%
LinkedIn as Source of Applicant	Years	4.43%	6.74%	15%	15%	15%
Diverse Applicant Pool- Ethnicity	Years	37%	36%	45%	45%	45%
Diversity Hire Ratio- Female	Years	43%	39%	50%	50%	50%
Diverse Applicant Pool- Female	Years	48%	32.60%	50%	50%	50%

045.05NA

Title: Professional Land Survey Services

Ranking

Department: Civic Services

	2019	2020
Budget:	\$831,347	\$916,709
FTE:	9.75	9.75

51

The City's Land Survey staff provides statutory compliance to the City and citizens for required professional Land Survey services with great accuracy, consistency, and at a lower cost than comparable outside services. These services are provided in direct support to the design, acquisition, and construction of all city infrastructure improvements. This division protects and maintains the survey reference monuments and network essential to accurately locate property boundaries, easements, public rights-of-way, Capital Improvement Projects (CIP), and other public infrastructure as required by state and federal law. They create and manage the survey control monuments, information, network, and reference systems necessary for cost effective and timely access to survey services by city staff and private surveyors.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Survey control network points meeting federal 1-centimeter local accuracy standards	Years	99%	99.90%	100%	100%	100%
Proximity of city within 1/4 mile of a survey control network monument	Years	100%	100%	98%	100%	100%
Customer satisfaction with the quality of land survey services	Years	96%	95%	95%	95%	95%
Customer satisfaction with the timeliness of land survey services	Years	100%	89%	90%	90%	90%
Customer satisfaction with the helpfulness of Land Survey Staff	Years	N/A	95.35%	98%	98%	98%

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Responsive Government

090.03NA **Title:** Application Development Services

Ranking **Department:** Information Technology

	Budget:	2019 \$2,253,268	2020 \$2,356,523
	FTE:	13.00	13.00

52

This proposal identifies the resources needed to deliver high-quality and affordable custom-developed software applications and services to support all City departments and the region via the eCityGov Alliance. Application Development delivers both internal and community-facing products and services when needs cannot be met by purchased products or services at an affordable cost. The services outlined in this proposal help make Bellevue a regional leader in providing innovative software solutions to local and regional challenges, support increased government transparency and online community engagement.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Mean time to repair (MTTR) priority 1 - 4 hours - Application Development	Months	20.49	7.4	18	N/A	N/A
Overall satisfaction surveys for service received - Graphic Services	Quarters	97.44%	100%	90%	N/A	N/A
Quality satisfaction surveys for service received - Graphic Services	Quarters	94.87%	96.67%	90%	N/A	N/A
Timeliness satisfaction surveys for service received - Graphic Services	Quarters	97.44%	93.33%	85%	N/A	N/A
Overall Project Satisfaction - Application Development	Years	74.40%	81.30%	85%	85%	85%

010.11NA **Title:** Risk Management—COBii Enhancements

Ranking **Department:** City Attorney

	Budget:	2019 \$40,000	2020 \$10,260
	FTE:	0.00	0.00

53

This one time investment will serve two separate purposes. This tool is called COBii or the City Of Bellevue incident intake. First, it will leverage existing technology (Riskconnect) to replace paper reporting and allow electronic incident reporting for internal third party incidents occurring throughout city facilities, utilizing any mobile internet capable device. This will allow City employees to immediately report, track and handle incidents regarding third parties alleging injury or negligence by the City of Bellevue. Second, this enhancement will allow the electronic submittal of third party Claims for Damages for all impacted parties.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Liability claims filed that proceeded to litigation	Years	7%	3%	7%	7%	7%
Property losses recovered through subrogation	Years	74%	70%	70%	70%	70%
Citywide Workers' Compensation Incident Rate	Years	7.06	7.65	10	10	10

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Responsive Government

050.01NA **Title:** East Bellevue Community Council

Ranking **Department:** Community Council

54

	2019	2020
Budget:	\$4,499	\$4,616
FTE:	0.00	0.00

The East Bellevue Community Council (EBCC), established in 1969 in accordance with RCW 35.14, requires voter-approved continuance every four years. At the November 2017 general election, the Community Council was continued by its electorate through 2021. This independent governmental unit provides an opportunity for its citizens to be heard and provides an added layer of land use control within their jurisdictional boundaries, known as the East Bellevue Community Municipal Corporation. The statute also provides that they may advise or make recommendations to the City Council on other local matters that directly or indirectly affect their jurisdiction.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
% Electorate Approval.	Years	N/A	80%	N/A	N/A	N/A
# Regular and Special Meetings	Years	16	11	N/A	N/A	N/A

040.14NA **Title:** Council Contingency

Ranking **Department:** Miscellaneous Non-Departmental

NR

	2019	2020
Budget:	\$500,000	\$500,000
FTE:	0.00	0.00

This is funding for potential programs and/or projects that Council may identify.

No Performance Measures to be displayed.

060.08NA **Title:** Miscellaneous Non-Departmental (MND)

Ranking **Department:** Finance

NR

	2019	2020
Budget:	\$2,290,364	\$2,338,212
FTE:	0.00	0.00

The Miscellaneous Non-Departmental (MND) budget is used to fund items that benefit the City as a whole, but do not reside in any direct service or support service program. These items include, but are not limited to, memberships in governmental organizations, regional committees/organizations, election fees, and employee events. A citywide contingency is also maintained to provide funds for new pilot programs and City initiatives, as well as other needs as identified by the City Manager.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Annual General Fund ending fund balance relative to General Fund Revenues	Years	19.94%	22.65%	15%	15%	15%
Resolution of lawsuits and legal proceedings in favor of the City	Years	94%	97.20%	80%	80%	80%
Annual Total Turnover Rate	Years	11.30%	10.40%	18%	18%	18%
Annual Average Sick Leave Utilization Rate	Years	52.91	59.92	64	64	64

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Responsive Government

Total:		<u>2019</u>	<u>2020</u>
	Budget:	\$111,369,048	\$115,443,258
	FTE:	288.28	289.28

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.



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OUTCOME OVERVIEW

Safe Community 2019-2020

COMMUNITY VALUES

Feeling and being safe where people live, learn, work, and play.

A community that is prepared for and responds to, and is resilient following emergencies.

SUPPORTED AREAS OF THE COUNCIL VISION

- High-Performance Government

SUCCESS FACTORS

Response

Prevention

Planning and Preparation

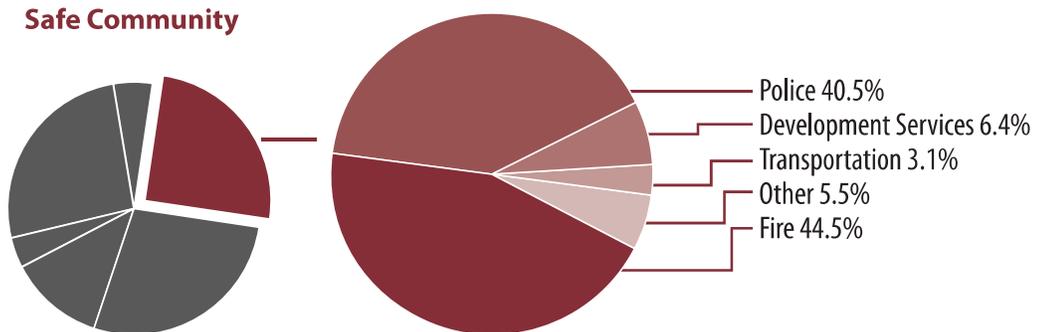
Community Partnerships and Accountability

PERFORMANCE INDICATORS

Resident opinion of safety, emergency response, quality of city services, nature of police contact, and confidence in fire department

Operational data on customer service, neighborhood outreach, parks, and human services programs

SUPPORTING DEPARTMENTS



Strategic Outcome: Safe Community **—Values and Success Factors—**

Community Values:

As a community, Bellevue values feeling and being safe where people live, learn, work and play. Feeling and being safe involve both prevention and emergency response. Well-lit streets, clean public spaces, enforcement of laws, modern construction codes, and rapid, effective emergency response by police and fire all contribute to a safe community. A safe community is also one that plans for and is well prepared to respond to disasters. In a safe community, residents and businesses work together to make the community safer and stronger.

Safety is fundamental to a vibrant community. It is critical to attracting people and businesses. In a safe community, neighbors take pride in their neighborhoods, and businesses thrive and contribute to providing the resources for municipal services that people view as important.

Factors that Contribute to Success:

City staff formed a Results Team for each outcome and ranked submitted budget proposals. The rankings were based on how the proposal achieved the results of the outcome. The rankings from the 2017-2018 Result Teams were used again for the 2019-2020 budget process. The factors and subfactors for Safe Community are:

Response

- Enforcement
- Responders
- Resources
- Mitigation and Recovery

Prevention

- Laws, Codes, and Ordinances
- Education and Information
- Inspection and Maintenance
- Programs and Activities

Planning and Preparation

- Laws, Codes, and Ordinances
- Infrastructure
- Coordination and Partnerships
- Emergency Management
- Adaptability
- Training
- Resiliency

Community Partnerships and Accountability

- Community Involvement
- Programs and Activities
- Trust and Respect
- Accountability

Strategic Outcome: Safe Community —Performance Results—

Are We Achieving Results that Matter?

Operational data show that Bellevue is a safe place in which to live, learn, work and play. Resident survey results largely returned to historical averages. Police response times, violent and property crime rates, and the total dollar loss from fire all improved from 2016 to 2017.

Key Community Indicators: Safe Community	2014 Results	2015 Results	2016 Results	2017 Results
% of residents who agree or strongly agree that Bellevue is a safe community in which to live, learn, work and play	97%	95%	98%	96%
% of resident who agree or strongly agree that Bellevue plans appropriately to respond to emergencies	88%	88%	93%	88%
% of residents who agree or strongly agree that Bellevue is well-prepared to respond to emergencies	95%	93%	98%	92%

Key Performance Indicators	2015 Results	2016 Results	2017 Results	2017 Target
Police patrol response time to critical emergencies (life threatening) from the time officer receives a call to arrival at the scene (minutes : seconds)	3:22	3:37	3:35	no more than 3:38
Number of Part 1 (violent and property) crimes per 1,000 residents	34	34	33	no more than 35
% of incidents where total Fire Department emergency response from call to arrival on the scene is 6 minutes or less	68%	64%	65%	at least 90%
Survival rate from cardiac arrest	56%	60%	56%	at least 50%
Total dollar loss from fire (in millions)	\$20.91M	\$6.25M	\$3.49M	no more than \$1.0M
% of fires confined to the room of origin	91%	79%	85%	at least 85%

Cause & Effect Map

2
0
1
7
-
2
0
1
8



Safe Community

As a community, Bellevue values...

- Feeling and being safe where people live, learn, work, and play
- A community that is prepared for, responds to, and is resilient following emergencies



Council Vision – Strategic Target Areas

- High Performance Government – Our residents live in a safe, clean city that promotes healthy living.

Factors:

Response

- Enforcement
- Responders
- Facilities and Resources
- Mitigation & Recovery

Prevention

- Laws, Codes & Ordinances
- Education / Information
- Inspection & Maintenance
- Programs & Activities

Planning and Preparation

- Laws, Codes & Ordinances
- Infrastructure
- Coordination / Partnerships
- Emergency Management
- Adaptability
- Training
- Resiliency

Community Partnerships & Accountability

- Community Involvement
- Programs and Activities
- Trust & Respect
- Accountability

Key Community Indicators:

- % of residents who agree that Bellevue is a safe community in which to live, learn, work, and play.
- % of residents who agree that Bellevue plans appropriately to respond to major emergencies.
- % of residents who agree that Bellevue is well prepared to respond to routine emergencies.
- % of residents who agree that they feel safe in their neighborhood after dark.
- % of businesses overall that agree that Bellevue is a safe place to operate a business.
- % of businesses overall that are satisfied with the quality of Police/EMS services to businesses.
- % of residents who rate the nature of police contact as "excellent" or "good"
- % of residents who feel "very confident" or "confident" with Bellevue Fire Department

Key Performance Indicators:

- % of fire & Basic Life Support incidents where total response time is less than 6 minutes
- % of Priority 1 calls where police response time is less than 3.5 minutes
- % of Advanced Life Support or paramedic calls where the response time is less than 7.5 minutes.
- Part 1 Uniform Crime Reporting (UCR) crimes per 1,000 population served
- Part 2 UCR crimes per 1,000 population served
- Residential fires per 100,000 population
- Training and preparation hours performed in the Emergency Operations Center.
- Number of community members who participated in at least one public safety education or outreach event

Preliminary Budget by Outcome

Proposal Sheet 2019-2020

Outcome: **Safe Community**

The 2017-2018 Results Team evaluated and ranked each proposal submitted by departments in order of funding priority. The results of their work is displayed in the table below. There is a rank of 0 if the proposal is new for the 2019-2020 Preliminary Budget. The proposals are summarized in the Proposal Summaries by Outcome within this section.

Rank	Dept*	Proposal #	Proposal Title	Proposal Type**	Council Priority	2019-2020		Funding Source***
						2020 FTE	Budgeted Expenditure	
0	Police	120.22DA	Four New Police Support Officers	N		4.00	\$785,536	General
1	FIRE	070.01PA	Fire Suppression and Emergency Medical	E		166.35	\$58,541,888	General
2	Police	120.01NA	Patrol	E		88.00	\$29,174,684	General
3	FIRE	070.16DA	Public Safety Dispatch Services	E		0.00	\$9,224,864	General
3	FIRE	070.16DB	Public Safety Dispatch Fee Increases	N		0.00	\$455,814	General
4	CAO	010.10NA	Criminal Prosecution Services	E		6.00	\$1,887,667	General
5	CMO	040.01NA	Public Defense Services	E		0.00	\$1,805,292	General
6	FIRE	070.02NA	Advanced Life Support (ALS) Services	E		46.60	\$18,112,323	General
7	CMO	040.09PA	King County District Court - Bellevue Division (BDC) Services	E		0.00	\$2,236,139	General
8	Police	120.06NA	Traffic Enforcement and Investigation	E		21.00	\$6,915,539	ERF, General
9	Police	120.02NA	Investigations	E		30.00	\$9,811,034	General
10	Police	120.04NA	Special Operations Group	E		14.00	\$4,746,272	General, Restricted Gen
11	Police	120.03NA	Domestic Violence Prevention and Response	E		4.00	\$1,275,190	General
12	Parks	100.05NA	Bellevue Probation and Electronic Home Detention	E		11.00	\$2,908,056	General
13	DS	110.04NA	Development Services Inspection Services	E		64.17	\$19,410,923	DS, ERF, General, Utilities
14	FIRE	070.06DA	Life Safety Inspections	N		2.00	\$712,264	ERF, General
14	FIRE	070.06PA	Fire Prevention	E		8.00	\$2,132,339	General
15	Police	120.11DA	Civilian Court Liaison Officer	N		1.00	\$175,298	General
15	Police	120.11PA	Courts and Custody Unit	E		5.00	\$3,027,447	General
16	Police	120.16NA	Community Response Team	E		12.00	\$3,690,991	General
16	Police	120.20DA	Civilian Crime Prevention Officer	N		1.00	\$189,697	General
16	Police	120.20PA	Community Services Unit	E		11.00	\$3,145,787	General
18	TRANS	130.27DA	Street Lighting Maintenance – LTE Request	N		0.00	(\$34,344)	General
18	TRANS	130.27PA	Street Lighting Maintenance	E		2.00	\$3,363,047	General
20	FIRE	070.07DA	Fire Facilities Maintenance & Operations	E		1.80	\$1,694,120	General

Preliminary Budget by Outcome

Proposal Sheet 2019-2020

Outcome: **Safe Community**

The 2017-2018 Results Team evaluated and ranked each proposal submitted by departments in order of funding priority. The results of their work is displayed in the table below. There is a rank of 0 if the proposal is new for the 2019-2020 Preliminary Budget. The proposals are summarized in the Proposal Summaries by Outcome within this section.

Rank	Dept*	Proposal #	Proposal Title	Proposal Type**	Council Priority	2019-2020		Funding Source***
						2020 FTE	Budgeted Expenditure	
21	FIRE	070.05DA	Ongoing Fire Administrative Support	N		1.00	(\$1,212)	General
21	FIRE	070.05PA	Fire Department Management & Support	E		7.25	\$2,941,632	General
22	Police	120.13DA	Civilian Public Information Officer	N		1.00	\$241,476	General
22	Police	120.13PA	Management and Support	E		7.00	\$2,711,858	General
23	FIRE	070.04PA	Citywide Emergency Management Services	E		3.00	\$959,178	General, Grants
24	Police	120.08NA	Property and Evidence	E		3.00	\$760,298	General
25	Police	120.09NA	Police Records	E		22.00	\$5,262,726	General
26	FIRE	070.03NA	Fire Department Training Division	E		4.00	\$1,518,553	General
27	FIRE	070.18NA	East Metro Training Group	E		0.00	\$511,079	Restricted Gen
28	Police	120.10NA	Personnel Services Unit	E		8.00	\$3,429,709	General
29	Police	120.12NA	Office of Accountability	E		3.00	\$1,202,072	General
30	Police	120.17NA	Special Details: SWAT/CRT; Bomb Squad; CDU; Honor Guard	E		0.00	\$328,187	General
31	Police	120.07NA	Traffic Flagging	E		0.00	\$1,601,048	General, Utilities
32	UTIL	140.59NA	Fire Flow Capacity for City of Bellevue	E		0.00	\$0	
34	FIRE	070.14NA	Fire and Life Safety Community Risk Reduction	E		2.00	\$710,286	General
38	FIRE	070.08DA	OEM Grant Participation: UASI and EMPG	E		1.00	\$579,864	Grants
39	FIRE	070.09NA	Fire Department Small Grant and Donations	E		0.00	\$1,514,000	Grants
Total:						561.17	\$209,658,621	

Preliminary Budget by Outcome Proposal Sheet 2019-2020

Outcome: Safe Community

The 2017-2018 Results Team evaluated and ranked each proposal submitted by departments in order of funding priority. The results of their work is displayed in the table below. There is a rank of 0 if the proposal is new for the 2019-2020 Preliminary Budget. The proposals are summarized in the Proposal Summaries by Outcome within this section.

Rank	Dept*	Proposal #	Proposal Title	Proposal Type**	Council Priority	2020 FTE	2019-2020 Budgeted Expenditure	Funding Source***
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***Department Abbreviations**

Acronym	Department Name
CAO	City Attorney
CMO	City Manager
DS	Development Services
FIRE	Fire
Parks	Parks & Community Services
Police	Police
TRANS	Transportation
UTIL	Utilities

Safe Community	
Total Outcome Appropriation matches Figure 8b-5	
\$000	
Operating and Special Purpose	\$209,659
Capital (from Figure 8b-16)	\$29,611
Total Outcome Appropriation	\$239,270

****Proposal Type**

E = Existing - same service level as previous biennium
N = New - entirely new proposal

*****Funding Source**

Additional fund information can be found in Department pages and Appendix F.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Safe Community

120.22DA

Title: Four New Police Support Officers

Ranking

Department: Police

	<u>2019</u>	<u>2020</u>
Budget:	\$383,176	\$402,360
FTE:	4.00	4.00

0

This is a new proposal, requesting four new civilian police support officer (PSO) FTE's to perform duties that are currently being done by sworn police officers. Some of these duties include crime scene evidence collection, inspecting, maintaining, and restocking police vehicles, equipment inspections, and outer perimeter traffic control at incident scenes.

No Performance Measures to be displayed.

070.01PA

Title: Fire Suppression and Emergency Medical Response

Ranking

Department: Fire

	<u>2019</u>	<u>2020</u>
Budget:	\$28,623,821	\$29,918,067
FTE:	165.35	165.35

1

This proposal provides resources for emergency and non-emergency responses for fire suppression and emergency medical incidents for the City of Bellevue and the department's six contract municipalities. The fire department responds to a variety of emergencies including fires, emergency medical, motor vehicle accidents, rescues and hazardous materials incidents as well as to a wide variety of non-emergency service requests. Firefighters also participate in education and outreach activities that support community safety. These services are deployed from nine (9) fire stations geographically located to provide timely response to fire and medical emergencies.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> Actual	<u>2017</u> Actual	<u>2018</u> Target	<u>2019</u> Target	<u>2020</u> Target
Total Incidents	Years	18,743	19,824	N/A	N/A	N/A
Fires confined to room of origin	Years	79.20%	85.19%	85%	85%	85%
Total emergency response time less than 6 minutes	Years	64.20%	64.63%	90%	90%	90%
Cardiac arrest survival rate	Years	60.14%	56.30%	50%	50%	50%
Fire Incidents	Years	366	425	400	400	400
Suppression Incidents	Years	2,929	3,512	N/A	N/A	N/A
Emergency Medical Incidents	Years	14,930	15,294	N/A	N/A	N/A
Total dollar loss from fire	Years	\$6,255,687	\$3,486,127	\$1,000,000	\$2,000,000	\$2,000,000
All Fire Stations have Water Pumping Capability	Years	Yes	Yes	Yes	Yes	Yes
Basic Life Support (BLS) Transport	Years	3,655	3,686	4,000	3,800	3,800
BLS Transport Revenue Collection	Years	\$1,360,781	\$1,351,772	\$1,400,000	\$1,400,000	\$1,400,000
Part-Time Aid Car Hourly Utilization	Years	N/A	129.4	200	250	250
Transport Aid Car Commit Time	Years	18.60%	17.83%	20%	20%	20%
Hose and Appliance Failures during testing	Years	N/A	10	20	20	20
Firefighters with a second set of PPE	Years	N/A	90%	75%	90%	100%
Reserve Apparatus meeting minimum standards	Years	N/A	1	2	2	2

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Safe Community

120.01NA

Title: Patrol

Ranking

Department: Police

		<u>2019</u>	<u>2020</u>
Budget:	\$14,188,134	\$14,986,550	
FTE:	88.00	88.00	

2

The Patrol Section of the Bellevue Police Department delivers 24X7 police services to Bellevue citizens and visitors. Its officers promote safe community by being first responders and engaging in community oriented policing (COP). The mission of Patrol is crime reduction, traffic safety, and building relationships (CTR).

The Patrol Section is the backbone of the police department and provides the uniformed response to calls for service citizens are most familiar with. For many citizens, contact with a uniformed Patrol officer is their only experience with the police department.

The Patrol Section is the primary first response element of the Bellevue Police Department and is made up of eight Patrol squads and K-9 Unit.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Part One UCR Crimes per 1,000 citizens	Years	34	33	35	35	35
Part Two UCR Crimes per 1,000 citizens	Years	26	27	28	28	28
Priority One call response times	Years	3.37	3.35	3.38	3.38	3.38
Number of arrests by Patrol	Years	4,064	3,519	3,300	3,300	3,300

070.16DA

Title: Public Safety Dispatch Services

Ranking

Department: Fire

		<u>2019</u>	<u>2020</u>
Budget:	\$4,553,240	\$4,671,624	
FTE:	0.00	0.00	

3

This proposal provides 911 emergency and non-emergency dispatch and communication services for 72,000 Police, Fire and Emergency Medical Service (EMS) incidents per year. The City of Bellevue contracts with the North East King County Regional Public Safety Communications Agency (NORCOM) to provide these services. As a regional provider NORCOM provides economy of scale and improves interoperability with neighboring communities.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Total Incidents	Years	18,743	19,824	N/A	N/A	N/A
NORCOM - 911 Calls Answered within 10 seconds	Years	99.26%	98.50%	99%	99%	99%
NORCOM - Average Dispatch for Police Priority 1 & 2 Calls	Years	52	76	60	60	60
NORCOM - Fire Emergency Calls dispatched within 1 minute	Years	85%	82.11%	90%	90%	90%

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Safe Community

070.16DB **Title:** Public Safety Dispatch Fee Increases

Ranking **Department:** Fire

	<u>2019</u>	<u>2020</u>
Budget:	\$128,734	\$327,080
FTE:	0.00	0.00

3

This proposal provides 911 emergency and non-emergency dispatch and communication services for more than 72,000 Police, Fire and Emergency Medical Service (EMS) incidents per year. The City of Bellevue contracts with the North East King County Regional Public Safety Communications Agency (NORCOM) to provide these services. As a regional provider NORCOM provides economy of scale and improves interoperability with neighboring communities.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Total Incidents	Years	18,743	19,824	N/A	N/A	N/A
NORCOM - 911 Calls Answered within 10 seconds	Years	99.26%	98.50%	99%	99%	99%
NORCOM - Average Dispatch for Police Priority 1 & 2 Calls	Years	52	76	60	60	60
NORCOM - Fire Emergency Calls dispatched within 1 minute	Years	85%	82.11%	90%	90%	90%

010.10NA **Title:** Criminal Prosecution Services

Ranking **Department:** City Attorney

	<u>2019</u>	<u>2020</u>
Budget:	\$921,972	\$965,695
FTE:	6.00	6.00

4

One of Bellevue’s many strengths is the safety of our community. Community safety is a joint effort of many departments, including police, fire, and also Criminal Prosecution Services. Crimes are investigated by the Bellevue Police Department and then Criminal Prosecution Services is responsible for the successful prosecution of all misdemeanor crimes and civil infractions which occur within the city limits.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Number of criminal cases per prosecutor	Years	462	507.25	600	600	600
Number of criminal cases reviewed	Years	2,491	2,430	2,800	2,800	2,800
Prosecution: # of legal trainings provided to clients	Years	1	3	4	4	4

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Safe Community

040.01NA Title: Public Defense Services

Ranking Department: City Manager

	2019	2020
Budget:	\$891,062	\$914,230
FTE:	0.00	0.00

5

The 6th Amendment of the United States Constitution guarantees the right to assistance of counsel when a person is unable to afford his/her own. This right applies to defendants in the misdemeanor cases the city prosecutes, and it is the responsibility of the city to bear the costs associated with providing this public defense. The City of Bellevue’s Public Defense Program covered by this proposal ensures that legal counsel is provided by contracting for these services.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Repayment of Public Defender Costs	Years	3.24%	1.16%	1.50%	1.50%	1.50%
# of reversals on appeal due to ineffective assistance	Years	0	0	0	0	0

070.02NA Title: Advanced Life Support (ALS) Services

Ranking Department: Fire

	2019	2020
Budget:	\$8,855,807	\$9,256,516
FTE:	44.60	44.60

6

This proposal funds a comprehensive Advanced Life Support (ALS) program, most often referred to as “paramedic service.” The Bellevue Fire Department receives 100% funding from an Emergency Medical Services (EMS) Levy administrated by King County Public Health and is part of a county-wide paramedic service. Bellevue is one of only five agencies in King County delivering “Medic One” physician-level care to the most seriously ill and injured patients in the community to include victims of serious trauma, cardiac patients, patients experiencing serious pulmonary issues, emergency child birth, etc. Bellevue’s ALS service area extends beyond the city limits to our contract communities, Mercer Island, and all communities east of Bellevue to the top of Snoqualmie Pass.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Paramedic turnout time	Years	60.5	60.2	60	60	60
Paramedic response time - Turnout and Travel	Years	6.4	6.3	6.5	6.5	6.5
Cardiac arrest survival rate	Years	60.14%	56.30%	50%	50%	50%
ALS Incidents - Bellevue and Contract Cities	Years	2,818	2,941	3,000	3,000	3,000
ALS Incidents - Outside Bellevue and Contract Cities	Years	2,696	3,041	3,000	3,000	3,000

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Safe Community

040.09PA

Title: King County District Court - Bellevue Division (BDC) Services

Ranking

Department: City Manager

		<u>2019</u>	<u>2020</u>
Budget:		\$1,103,592	\$1,132,547
FTE:		0.00	0.00

7

This proposal supports the District Court services provided to the city by King County through the Bellevue District Court (BDC). Services include filing, processing, hearing, and adjudication of criminal cases, civil infractions, and parking infractions for City misdemeanor cases. This proposal includes the lease, maintenance, and operating costs (non-CIP facility costs) for the court location at Bellefield Office Park. Space costs cover not only BDC operations but Bellevue Probation as well.

No Performance Measures to be displayed.

120.06NA

Title: Traffic Enforcement and Investigation

Ranking

Department: Police

		<u>2019</u>	<u>2020</u>
Budget:		\$3,352,113	\$3,563,426
FTE:		21.00	21.00

8

This proposal provides resources to help ensure the vehicular and pedestrian traffic on City roadways flows efficiently and safely. The Motor Unit is currently comprised of a Captain (who also oversees traffic accident investigation), two Motor Sergeants, ten Motor Officers, two Parking Enforcement Police Support Officers, and seven citizen volunteers. The Bellevue Police Department has long recognized the importance of having highly trained first responders with the primary responsibilities of vehicular/pedestrian safety, enforcing accident causing violations, and managing abandoned vehicles and parking issues. This is accomplished in part through focused motorcycle enforcement. Motor officers are also first responders, and are second up in responsibility for responding to and investigating vehicular collisions.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Percent change of infractions at photo-enforced locations	Years	-10%	-3%	-4%	-5%	-6%
Serious injury collisions, including fatalities	Years	1%	1%	1%	1%	1%
Total investigated collisions	Years	1,886	1,649	1,800	1,800	1,800
Traffic Enforcement Number of Contacts per Hour Worked	Years	4	4	4	4	4
Traffic Enforcement Number of Patrol Assists per Hour Worked	Years	4	3	3	3	3

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Safe Community

120.02NA

Title: Investigations

Ranking

Department: Police

		<u>2019</u>	<u>2020</u>
Budget:	\$4,807,778	\$5,003,256	
FTE:	30.00	30.00	

9

The Investigations Section is comprised of specialized detectives who respond to, investigate, and support the needs of first responders, city government, and Bellevue residents. Due to the nature of this investigative work, assigned personnel have acquired skills, training, and expertise beyond those possessed by most patrol officers. The Investigations Section includes the following units: Violent Crimes, Special Assault, Digital Forensics, Property Crimes, Economic Crimes, Forensics Lab, and Crime Analysis.

By incorporating the Strategic Target Areas within the Safe Community outcome, this unit is able to achieve its mission to Reduce Crime, Reduce the Fear of Crime and Enhance the Quality of Life for the citizens and the people who work and visit the City of Bellevue.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Assigned cases closed all ways (except inactive)	Years	80%	90%	75%	80%	80%
Part One (UCR) crimes cleared	Years	22%	22%	20%	20%	20%
Evidence items examined	Years	1,153	1,192	800	800	800
Crime analysis products disseminated	Years	336	242	200	200	200

120.04NA

Title: Special Operations Group

Ranking

Department: Police

		<u>2019</u>	<u>2020</u>
Budget:	\$2,327,456	\$2,418,816	
FTE:	14.00	14.00	

10

This proposal funds three narcotics detectives, two vice detectives, five proactive enforcement detectives, one gang detective, one Joint Terrorism Task Force detective, two detective sergeants, and one captain. This unit is charged with the investigation, arrest, and prosecution of all narcotics, vice, and organized criminal activity violations within the City of Bellevue. This unit is also tasked to go outside of the City of Bellevue to arrest subjects who have committed a felony crime in the City of Bellevue and have fled. The apprehension of these serious offenders has a significant positive impact on society and reduces other types of criminal behavior. Specialized training, equipment and tactics are needed to accomplish this mission. The reductions of vice, narcotics and organized criminal activity in Bellevue has a major impact upon most outcomes, specifically Safe Community.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Seize drugs	Years	\$870,000	\$500,000	\$1,000,000	\$1,000,000	\$1,000,000
Large drug trafficking organizations on the Eastside disrupted or dismantled	Years	2	1	2	2	2

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Safe Community

120.03NA **Title:** Domestic Violence Prevention and Response

Ranking **Department:** Police

	Budget:	2019 \$623,812	2020 \$651,378
	FTE:	4.00	4.00

11

The Domestic Violence (DV) Prevention and Response Proposal is a strategic and collaborative partnership between Bellevue Police, Bellevue Probation and the City Attorney’s Office. Bellevue’s response to domestic violence is an important partnership that ensures the safety of some of the most vulnerable people in our community. Domestic violence is the willful intimidation, physical assault, battery, sexual assault, and/or other abusive behavior as part of a systematic pattern of power and control perpetrated by one family or household member against another. It includes physical violence, sexual violence, threats, and emotional abuse. All participants in the City’s response to domestic violence (Police, Victim Advocate, Prosecutors and Probation Officers) have a critical role to play in the continued success of our DV program in holding perpetrators accountable for their crimes and deterring violence from reoccurring.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Police Advocate: Achieving an average of two victim contacts per case	Years	Yes	Yes	Yes	Yes	Yes
Probation: Offenders completing pre-trial diversion (SOC) in compliance	Years	86%	88%	75%	75%	75%
Probation: Offenders completing domestic violence probation in compliance	Years	72%	74%	65%	65%	65%
Prosecution: Domestic Violence cases with a successful outcome	Years	76%	81%	70%	70%	70%
Police Detective: Number of DV Cases taken/% of cases closed	Years	91%	90%	90%	90%	90%

100.05NA **Title:** Bellevue Probation and Electronic Home Detention

Ranking **Department:** Parks & Community Services

	Budget:	2019 \$1,419,977	2020 \$1,488,079
	FTE:	11.00	11.00

12

Probation uses research proven assessment and supervision tools to monitor adult misdemeanor offenders, maintain a safe community and reduce recidivism. King County District Court, Bellevue Division refers misdemeanor offenders (ex; theft, DUI) to Bellevue Probation and Electronic Home Detention. City prosecutors can refer eligible offenders for probation diversion programs. Without these alternatives, the court would resort to imposing jail for offenders. Probation costs about \$3.00 per day per offender compared to \$120.00 per day for jail alternatives. The criminal justice system includes police, prosecution, defense, court, probation/electronic home detention, jails/jail alternatives and human services. All are necessary to optimize the individual efforts of each one and provide the environment for a safe community. Bellevue probation supervises over 1,700 offenders annually.

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Safe Community

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Percent of probation defendant cases closed in compliance	Years	70.30%	72.80%	65%	65%	65%
Jail cost savings from electronic home detention	Years	341,127	288,316	250,000	250,000	250,000
Percentage of electronic home detention cases closed in compliance	Years	93.10%	99.04%	98%	98%	98%
Percent of closed Probation cases reoffending in Bellevue within 3 years (Recidivism)	Years	7.85%	10.53%	15%	15%	15%

110.04NA

Ranking

13

Title: Development Services Inspection Services

Department: Development Services

	<u>2019</u>	<u>2020</u>
Budget:	\$9,501,317	\$9,909,606
FTE:	64.17	64.17

A quality built environment supported by both public and private infrastructure is key to sustained economic vitality and competitiveness. This proposal provides for cross-departmental inspection services of all development & East Link related construction activity in order to provide safe buildings, appropriate construction of turnkey public infrastructure, protection of property and the environment while supporting economic development. Inspection service levels are sustained through development cycles by adjusting staffing levels based on demand for services and supporting permit fee revenue. City of Bellevue staff performed 81,385 inspections in 2016 and 95,826 in 2017. Sound Transit's East Link project will continue to impact inspection services functions in 2019-2020. Workload projections balanced against position vacancies indicates staffing levels are sufficient to carry us through the projected workloads for 2019-2020.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Number of inspections performed in a calendar year	Years	81,991	92,327	90,000	90,000	90,000
Percentage of inspection results posted on the same day performed	Years	97%	94%	100%	100%	100%
Average daily inspections per inspector	Years	8.2	7.9	8	8	8
Building Code Effectiveness Grading Schedule (BCEGS) ratings for Bellevue.	Years	2	2	2	2	2

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Safe Community

070.06DA **Title:** Life Safety Inspections

Ranking **Department:** Fire

	Budget:	2019 \$396,670	2020 \$315,594
	FTE:	2.00	2.00

14

Regular inspection is essential to ensure building and fire/life safety systems are maintained in accordance with codes and standards. These inspections protect the lives of occupants who work, live or sleep in the buildings; ensure those systems operate as designed during emergencies; and protect Police and Firefighters responding to incidents within.

Until 2015, the goal was to inspect each building annually. Staffing reductions in 2008 and the millions of square footages of buildings added in subsequent years required a reduction in inspection frequency to every other year for most buildings. Even with this reduction, the Fire Prevention Division was only able to complete 79% of the inspections in 2017.

The department needs 5 additional inspectors to resume annual inspections. However, the addition of 2 inspector will ensure the current inspection frequency is maintained. Lacking the addition of 2 inspector will require further reduction of inspection frequencies.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Complete scheduled fire and life safety inspections	Years	93.52%	90.76%	100%	100%	100%
Fire Incidents/1,000 population	Years	2.31	2.64	4.4	2.45	2.42
Residential Fires /100,000 population	Years	62.47	68.22	120	120	120
Residential Cooking Fires/100,000 population	Years	30.29	34.11	49.87	49.87	49.87
Fire code violations cleared on reinspection	Years	74.02%	74.46%	90%	90%	90%
Maintain a Class 2 Washington State Insurance Rating	Years	Yes	Yes	Yes	Yes	Yes
Staff conducting inspections who received at least 16 hours of fire prevention/code training during the year	Years	29.60%	24.70%	100%	100%	100%
Cumulative building square footage inspected by Fire Prevention Officers annually	Years	6,111,983	4,330,000	9,000,000	9,000,000	9,000,000
Fire/Life Safety systems inspected and tested	Years	N/A	67%	70%	90%	99%

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Safe Community

070.06PA

Title: Fire Prevention

Ranking

Department: Fire

		<u>2019</u>	<u>2020</u>
Budget:	\$1,039,977	\$1,092,362	
FTE:	8.00	8.00	

14

The Fire Prevention Division focuses on preventing fires through public education and outreach, the adoption and amendment of codes and standards by city council, the inspections of existing buildings and events to ameliorate fire and life safety hazards and, when necessary, fire code enforcement. Post fire occurrence activities include determining the origin and cause of the fire, the results of which are used to focus education efforts, code enforcement, and/or product recall efforts. In 2015, the frequency of fire prevention inspections was decreased from every year to every other year due to increasing workload and an unsuccessful attempt to secure additional resources through the budget process. Additional adjustments in inspection frequency will be required in the future if resources are not added commensurate with the added building stock.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> Actual	<u>2017</u> Actual	<u>2018</u> Target	<u>2019</u> Target	<u>2020</u> Target
Complete scheduled fire and life safety inspections	Years	93.52%	90.76%	100%	100%	100%
Fire Incidents/1,000 population	Years	2.31	2.64	4.4	2.45	2.42
Residential Fires /100,000 population	Years	62.47	68.22	120	120	120
Residential Cooking Fires/100,000 population	Years	30.29	34.11	49.87	49.87	49.87
Fire code violations cleared on reinspection	Years	74.02%	74.46%	90%	90%	90%
Maintain a Class 2 Washington State Insurance Rating	Years	Yes	Yes	Yes	Yes	Yes
Staff conducting inspections who received at least 16 hours of fire prevention/code training during the year	Years	29.60%	24.70%	100%	100%	100%
Cumulative building square footage inspected by Fire Prevention Officers annually	Years	6,111,983	4,330,000	9,000,000	9,000,000	9,000,000
Fire/Life Safety systems inspected and tested	Years	N/A	67%	70%	90%	99%

120.11DA

Title: Civilian Court Liaison Officer

Ranking

Department: Police

		<u>2019</u>	<u>2020</u>
Budget:	\$78,798	\$96,500	
FTE:	1.00	1.00	

15

This is a new proposal to hire a civilian Court Liaison Officer (CLO) in the Police Department so that the officer currently serving in that position can return to active law enforcement. The Court Liaison Officer (CLO) tracks all criminal cases referred for filing with the prosecutor and organizes follow-up work, acts as an information source for department personnel who request case or court information, and delivers completed cases to District, Juvenile and Superior Courts. The CLO is also responsible for tracking all subpoenas served to Bellevue Police Officers. The CLO acts as a liaison coordinating communications and paperwork transfer between the police department, prosecutors, public defenders, courts, jails and other police agencies. The CLO is the main quality control checkpoint for all criminal cases filed with the prosecutors' office(s).

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Operating Budget Proposal Summary

Safe Community

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Cases Tracked by Court Liaison	Years	N/A	N/A	2,700	2,700	2,700
Subpoenas tracked	Years	N/A	N/A	500	500	500

120.11PA

Title: Courts and Custody Unit

Ranking

Department: Police

	<u>2019</u>	<u>2020</u>
Budget:	\$1,466,935	\$1,560,512
FTE:	5.00	5.00

15

The Courts and Custody Unit (CCU) consists of one Sergeant, one Police Officer and three Police Support Officers (PSO's). The unit is responsible for the following: Ensuring prisoners are transported to and from courts, jails and other police agencies; maintaining the custody facility and its operating equipment; ensuring that all paperwork is completed and delivered to the appropriate courts, prosecutors and officers; tracking and filing criminal cases and acting as a liaison between the police department, prosecutors, public defenders, courts, jails and other police agencies. CCU also accounts for all the City's in-custody prisoners, assigning them to custody facilities, tracking their movement to ensure they keep their required court dates and other appearances, and monitoring of all the above functions with the intent of keeping our operating costs at a minimum. This unit provides the department with a consistent, cost effective and unified way to complete all the above tasks.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Criminal cases tracked by Court Liaison Officer	Years	2,722	2,899	2,700	2,700	2,700
Prisoners tracked	Years	100%	100%	100%	100%	100%

120.16NA

Title: Community Response Team

Ranking

Department: Police

	<u>2019</u>	<u>2020</u>
Budget:	\$1,807,590	\$1,883,401
FTE:	12.00	12.00

16

This proposal continues funding the Community Response Team, comprised of the Police Bicycle Unit and Downtown Policing Unit.

The Downtown Unit performs patrol services and proactive problem solving within the central business district of downtown Bellevue. The Downtown Unit focus on the unique problems associated with a vibrant retail and nightlife sector intermingled with high-rise residential housing.

The Bicycle Patrol Unit provides a similar service throughout the city where its unique skills and equipment make them most effective. The Bicycle Unit has multiple, daily face-to-face contacts with citizens, and they can easily traverse the congested traffic corridors and easily access remote areas within parks reducing response times. They proactively address crime trends that negatively impact neighborhoods and businesses. The daily interactions with citizens by the officers in both units increases awareness of problems and helps to deter criminal behavior.

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Safe Community

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Bicycle Unit: Proactively patrol parks/trails/address Sector Cpts. requests for additional patrols	Years	576	691	576	576	576
Bicycle Unit: Attend neighborhood meetings and youth events	Years	N/A	48	48	48	48
Downtown Unit: % of residents who feel safe/moderately safe	Years	95%	N/A	95%	95%	95%
Downtown Unit: Response times in 1-1 during DTU hours are lower than city-wide	Years	N/A	Yes	Yes	Yes	Yes
Downtown Unit: Number of community meetings/presentations/citizen contacts	Years	N/A	1,867	1,795	1,795	1,795
Downtown Unit: % of District 1-1 calls taken by DTU officers	Years	N/A	12%	16%	16%	16%

120.20DA

Ranking

16

Title: Civilian Crime Prevention Officer

Department: Police

	2019	2020
Budget:	\$85,226	\$104,471
FTE:	1.00	1.00

This is a new proposal, requesting a new civilian FTE to replace a sworn officer assigned to the Crime Prevention function for the Bellevue Police Department. The existing sworn officer would be reassigned to a direct law enforcement role, such as in Patrol or Investigations.

The Civilian Crime Prevention Officer (CPO) is responsible for administering crime prevention related programs, the Bellevue false alarm reduction program, and the monitoring of retail marijuana outlets in the city. This person responds to requests for community meetings, presentations, and block watch program development.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Reduction of False Alarms	Years	N/A	N/A	-0.50%	-0.50%	-0.50%
Presentatons to Block Watch/Neighborhoods	Years	N/A	N/A	10	10	10

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City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Safe Community

120.20PA **Title:** Community Services Unit

Ranking **Department:** Police

			<u>2019</u>	<u>2020</u>
Budget:		\$1,539,713	\$1,606,074	
FTE:		11.00	11.00	

16

This proposal continues funding the Community Services Unit, comprised of one sergeant, three community station officers, a crime prevention officer, and six school resource officers.

The community substations, located in the Factoria and Crossroads neighborhoods, provide a convenient and easily accessible place for citizens to interact with the police department and receive police services.

School Resource Officers (SRO's) support the Bellevue School District by dedicating six uniformed officers to the schools; one assigned to each of the four high schools, and two assigned to the four middle schools.

The Crime Prevention Detective is responsible for administering crime prevention related programs, the Bellevue false alarm reduction program, and the monitoring of retail marijuana outlets in the city. This detective responds to requests for community meetings, presentations, and block watch program development.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Calls and events logged by SROs in the schools	Years	3,977	3,018	3,500	3,500	3,500
Community Station: Number of community meetings/presentations/citizen contact	Years	4,747	2,903	2,750	2,750	2,750
Community Station: Number of problems identified and resolved	Years	89	40	50	50	50

130.27DA **Title:** Street Lighting Maintenance – LTE Request

Ranking **Department:** Transportation

			<u>2019</u>	<u>2020</u>
Budget:		(\$17,221)	(\$17,123)	
FTE:		0.00	0.00	

18

This proposal adds an LTE electrician to provide the necessary labor to support the delivery of the LED lighting conversion CIP project (see proposal 130.86NA). This position would be funded by the CIP if the project is approved via interfund labor charges.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Total streetlights	Years	9,126	9,161	9,140	9,170	9,200
Times less than 2% of COB lights are out at quarterly check	Years	100%	100%	100%	100%	100%
Street lights relamped	Years	525	514	400	400	400
New LED street lights installed	Years	1,264	220	200	200	200
Cumulative energy reduction from efficiency measures (kWh)	Years	982,522	1,105,725	1,350,000	1,600,000	1,700,000

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Safe Community

130.27PA

Title: Street Lighting Maintenance

Ranking

Department: Transportation

		<u>2019</u>	<u>2020</u>
Budget:	\$1,654,094	\$1,708,953	
FTE:	2.00	2.00	

18

This proposal will continue to provide and maintain high quality street lighting in Bellevue. It covers the necessary electrical energy and regular maintenance for the City's 3,427 street lights, and funds the City's 5,651 Puget Sound Energy (PSE) owned and maintained street lights. This proposal will also continue to accommodate progress toward the conversion of both City and PSE owned street lights from incandescent to high efficiency LED technology. To consolidate services, this proposal will continue to provide maintenance of 320 parking lot and building security lights for the Parks, Fire, and Civic Services Departments. Maintaining street lights ranked as a high priority with Bellevue citizens (8th out of 39 services) as documented in the 2018 budget survey. If the accelerated LED lighting conversion proposal is approved (see proposal 130.86NA), an LTE electrician will be added to this proposal to provide the necessary labor.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> Actual	<u>2017</u> Actual	<u>2018</u> Target	<u>2019</u> Target	<u>2020</u> Target
Total streetlights	Years	9,126	9,161	9,140	9,170	9,200
Times less than 2% of COB lights are out at quarterly check	Years	100%	100%	100%	100%	100%
Street lights relamped	Years	525	514	400	400	400
New LED street lights installed	Years	1,264	220	200	200	200
Cumulative energy reduction from efficiency measures (kWh)	Years	982,522	1,105,725	1,350,000	1,600,000	1,700,000

070.07DA

Title: Fire Facilities Maintenance & Operations

Ranking

Department: Fire

		<u>2019</u>	<u>2020</u>
Budget:	\$794,531	\$899,589	
FTE:	1.80	1.80	

20

This proposal provides for the routine maintenance and operating costs for Bellevue's nine fire stations and the Public Safety Training Center. Essential fire facilities operate 24 hours a day, seven days a week. Over 200 firefighters live and work in these facilities. Proactive preventative maintenance of facilities is required to provide a safe working environment for personnel, to ensure that fire stations remain operable to allow for the continuous provision of fire services, and to maximize the useful life of facilities.

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Operating Budget Proposal Summary

Safe Community

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Customer satisfaction with overall maintenance and repair services (FIXIT) provided by Facility Services	Years	87%	88%	90%	90%	90%
Fire employees satisfaction with Maintenance and Repair Services	Years	71.41%	69%	85%	85%	85%
Total Fire Facility Square Footage	Years	87,928	87,928	87,928	87,928	87,928
Average Age of Fire Facilities	Years	35	36	30	30	30

070.05DA

Title: Ongoing Fire Administrative Support

Ranking

Department: Fire

	2019	2020
Budget:	(\$989)	(\$223)
FTE:	1.00	1.00

21

Fire Administration provides strategic leadership, management, oversight, and general support to all divisions within the Fire Department to make certain that personnel are well trained and equipped to respond to emergencies.

Fire Administration supports to all department divisions and provides customer service to the general public. Historically, the department has employed two (2) variable employees to answer the department's main phone line, order office supplies, and reconcile procurement cards. As the local job market has improved, it has become more difficult to hire and retain quality staff for these positions. To improve the performance and continuity of the work group, the fire department is requesting to convert existing "Temporary Help" funding to funding for one full-time (FTE) Office Assistant position. The net cost of this proposal is zero (\$0).

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Maintain International Accreditation	Years	Yes	Yes	Yes	Yes	Yes
Maintain a Class 2 Washington State Insurance Rating	Years	Yes	Yes	Yes	Yes	Yes
Department Wide Written Communications Issued	Years	87	96	110	110	110
Fire Suppression/BLS Population	Years	158,470	161,200	161,000	163,000	165,000
Advanced Life Support Population Served	Years	322,242	320,000	320,000	322,000	324,000
Assessed Property Value Protected (in Billions)	Years	54.58	54	53	54	55

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Safe Community

070.05PA Title: Fire Department Management & Support

Ranking Department: Fire

		<u>2019</u>	<u>2020</u>
Budget:	\$1,438,213	\$1,503,419	
FTE:	7.25	7.25	

21

Fire Administration provides strategic leadership, management, oversight, and general support to all divisions within the Fire Department to make certain that personnel are well trained and equipped to respond to emergencies and in the performance of all other duties. Fire Administration ensures the delivery of consistent, high quality services through the development and enforcement of Standard Operating Procedures and the development of partnerships with other City departments and other local jurisdictions to enhance service delivery at minimal cost to the City.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Maintain International Accreditation	Years	Yes	Yes	Yes	Yes	Yes
Maintain a Class 2 Washington State Insurance Rating	Years	Yes	Yes	Yes	Yes	Yes
Department Wide Written Communications Issued	Years	87	96	110	110	110
Fire Suppression/BLS Population	Years	158,470	161,200	161,000	163,000	165,000
Advanced Life Support Population Served	Years	322,242	320,000	320,000	322,000	324,000
Assessed Property Value Protected (in Billions)	Years	54.58	54	53	54	55

120.13DA Title: Civilian Public Information Officer

Ranking Department: Police

		<u>2019</u>	<u>2020</u>
Budget:	\$108,314	\$133,162	
FTE:	1.00	1.00	

22

This is a new proposal to hire a civilian public information officer (PIO) in the Police Department so that the officer currently serving in that position can return to active law enforcement. The PIO is the spokesperson for the department, and proactively presents information to the media about the department in a timely, honest, and transparent fashion. The PIO maintains police department social media sites such as Facebook, Twitter, Instagram and YouTube, building community involvement, trust, and respect through clear, transparent communication. This position clearly embodies the Department’s vision statement of delivering “the highest standard of police services to the public by working in partnership with the community, embracing diversity, building trust and embodying transparency” through clear and timely communications in a multiplicity of languages.

No Performance Measures to be displayed.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Safe Community

120.13PA **Title:** Management and Support

Ranking **Department:** Police

22

	2019	2020
Budget:	\$1,319,517	\$1,392,341
FTE:	7.00	7.00

Police Management and Support provides leadership, strategic direction, and general support to the Bellevue Police Department, and also assists and influences local, regional, and national law enforcement agencies on public safety policies, strategies, collaborations, and issues affecting the Bellevue community. The proposal includes the efforts of the Police Chief, one Assistant Chief, one fiscal manager, one legal advisor, one Police Information Officer, and two senior administrative assistants. This proposal responds directly to Response, Prevention, Planning and Preparation, and Community Partnerships and Accountability through leadership provided in all facets of the department. The Department’s stated commitment to the stakeholders in Bellevue is to reduce crime, reduce the fear of crime, and enhance the quality of life for all those who live, work, or play in Bellevue

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Variance of annual actual Police spending versus annual budget	Years	-0.20%	-0.90%	-0.50%	0.50%	0.50%
Local, state, and federal audits passed with no management items noted	Years	100%	100%	100%	100%	100%
Confidential transcriptions provided timely	Years	100%	100%	100%	100%	100%
Timely response to all citizen inquiries and letters	Years	98%	95%	98%	98%	98%

070.04PA **Title:** Citywide Emergency Management Services

Ranking **Department:** Fire

23

	2019	2020
Budget:	\$467,774	\$491,404
FTE:	3.00	3.00

Bellevue can experience an emergency or disaster at any time. The city has a legal mandate (RCW 38.52 and BCC 3.98) and an ethical responsibility to prepare for disaster response and recovery. Strategic actions must be taken to ensure Bellevue can overcome these obstacles and improve community resilience.

Bellevue’s ability to bounce back from disasters is dependent on many factors: the Office of Emergency Management’s (OEM) ability to plan for emergencies (ex. Continuity & Sheltering), educate and train residents, facilitate emergency response and communications in the Emergency Operations Center, and liaise with external partners. These vital services are required to meet the needs of a diverse and dynamic city and ensure public safety.

Of the 5.75 OEM personnel, only 2.56 supported by the General Fund. Grant funds are expected to decline significantly in the next 3 years, which will make it difficult to provide these services at levels Bellevue residents have come to expect.

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Operating Budget Proposal Summary

Safe Community

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
OEM Strategic Plan Action Items that are accomplished	Years	83%	75%	100%	100%	100%
City staff that participate in EOC section specific training	Years	50%	60%	100%	90%	90%
Emergency preparedness public outreach hours	Years	130	225	150	150	150
Number of Individuals Trained in CERT	Years	57	80	50	50	50

120.08NA

Ranking

24

Title: Property and Evidence

Department: Police

	<u>2019</u>	<u>2020</u>
Budget:	\$371,652	\$388,646
FTE:	3.00	3.00

The Property/Evidence unit is responsible for accurate documentation, storage, handling, and final disposal of all property and evidence for the Police Department. Property provides essential services to Patrol and Investigations by managing evidence that is critical to the successful prosecution of criminal cases. When possession of the property changes, such as for examination, testing, or when released, the Property unit ensures that the chain of custody is maintained for each item. The Unit is comprised of one supervisor and two evidence technicians, and is overseen by the Captain of the Personnel Services Unit.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Initial intake to final location is achieved within one work shift	Years	95%	95%	95%	95%	95%
Found/safekeeping items are disposed of or released to owners < 60 days	Years	95%	95%	95%	95%	95%

120.09NA

Ranking

25

Title: Police Records

Department: Police

	<u>2019</u>	<u>2020</u>
Budget:	\$2,572,025	\$2,690,701
FTE:	22.00	22.00

The Records Unit supports police operations by managing the intake, quality control, storage, and retrieval and dissemination of information gathered by operations personnel. Many of the Records Unit's core functions are mandated and controlled by state and federal law. These include fulfilling public disclosure requests, processing concealed pistol license applications, processing background checks for firearm transfers, and managing court orders and warrants.

The Records Unit is mainly civilian staff dedicated to providing accurate, timely information and assistance to internal and external partners. Records is a vital link that provides information to officers, prosecutors, and citizens helping foster a Safe Community for Bellevue residents.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Safe Community

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Domestic Violence orders entered into WACIC/LERMS within 72 hours	Years	98.50%	99.50%	100%	100%	100%
Part One crime entered into LERMS within 24 hours	Years	95%	95%	90%	90%	90%
Total hours of volunteer time	Years	8,778.25	7,770.50	7,400	7,200	7,200
Number of Public Disclosure Requests	Years	4,757	5,336	5,000	5,000	5,000
Public Disclosure Documents Released	Years	10,374	9,541	10,000	10,000	10,000
% of Disclosure Requests closed in 5 days	Years	74%	69%	75%	75%	75%

070.03NA

Title: Fire Department Training Division

Ranking

Department: Fire

	2019	2020
Budget:	\$742,901	\$775,652
FTE:	4.00	4.00

26

This proposal provides resources to administer required, comprehensive, on-going training and education for all uniformed personnel to a level commensurate with their responsibilities for providing fire protection, rescue and emergency medical services (EMS). Washington State Law (Chapter 296-305-05502 WAC: Vertical Safety Standards for Firefighters) mandates that the employer provides training, education and ongoing development for all members commensurate with those duties and functions that members are expected to perform. It is essential that training be developed and delivered to keep both personnel and the citizens of the community safe.

For 2019 and 2020, funding is included in the proposal to provide training for newly hired personnel, as well as officer development training for newly promoted lieutenants, captains and chief officers. This request is due to the historic number of retirements the department has experienced over the past two years.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Annual Firefighter training hours	Years	27,638	34,855	34,000	34,000	34,000
Residents who agree that Bellevue plans for and is well prepared to respond to emergencies	Years	93%	93%	90%	90%	90%
Truck Company members trained in all technical rescue disciplines	Years	69.50%	59.18%	80%	80%	80%
Number of New Firefighter Recruits Hired	Years	3	10	10	10	12
Percentage of Firefighter Recruits graduating from the academy	Years	100%	90%	90%	90%	90%

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Safe Community

070.18NA **Title:** East Metro Training Group

Ranking **Department:** Fire

27

	2019	2020
Budget:	\$252,158	\$258,921
FTE:	0.00	0.00

East Metro Training Group (EMTG) is a training consortium of nine (9) local fire departments: Bellevue, Kirkland, Mercer Island, Northshore, Redmond, Shoreline, Bothell, Eastside and Woodinville. Bellevue Fire is the lead agency of EMTG. The purpose of the group is to consolidate and coordinate fire training opportunities; share personnel and resources to achieve economies of scale and reduce or eliminate unnecessary redundancies; develop compliant and standardized training programs; combine training for recruit firefighters; improve safety and enhance delivery of mutual aid. These coordinated efforts enhance interoperability at emergency incidents, leverage partner agencies' resources and encourage innovation in equipment and response procedures. The budget represented in this proposal is for all of EMTG. (Bellevue's fee paid to EMTG is included in proposal 070.01PA Suppression and Basic Life Support Services).

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
EMTG Participants Satisfaction with Training Delivered	Years	92.96%	93.63%	90%	90%	90%
EMTG Training Hours Delivered to Bellevue Firefighters	Years	1,071.50	931.5	1,000	1,000	1,000

120.10NA **Title:** Personnel Services Unit

Ranking **Department:** Police

28

	2019	2020
Budget:	\$1,683,306	\$1,746,403
FTE:	8.00	8.00

The Personnel Services Unit (PSU) is responsible for three essential operational areas: Recruiting and Hiring, Training, and Equipping officers and professional staff. The Captain manages PSU operations and supervises the following staff: One Sergeant, one Background Investigator (BI), two Part Time Background investigators (PTBI), two Training Officers, one Quartermaster, and one Administrative Assistant. The ability of a professional police department to promote a Safe Community begins with hiring quality employees, who then need to be outfitted with clothing and equipment. All employees need continual training to maintain a high level of service that prepares them to prevent and respond to crime. PSU's overall effectiveness is measured by hiring the very best personnel to effectively integrate into and support an existing diverse and professional work force.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> <u>Actual</u>	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Target</u>	<u>2019</u> <u>Target</u>	<u>2020</u> <u>Target</u>
Ratio of background investigations to number of employees hired	Years	6	4	6	6	6
Average hours of training per officer per year	Years	203	121	150	150	150
Number of hours/hosted regional training at Bellevue Police Dept	Years	85	103	120	120	120
Total hours of training conducted	Years	37,392	20,802	36,000	36,000	36,000

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Safe Community

120.12NA

Title: Office of Accountability

Ranking

Department: Police

	2019	2020
Budget:	\$589,224	\$612,848
FTE:	3.00	3.00

29

The Office of Accountability (OA) investigates citizen and internal complaints of employee misconduct and/or violations of department policy. When allegations of misconduct are made against a police official, a transparent, fair, and thorough investigation is critical to maintaining trust and respect between the community and the department. OA also manages the policy maintenance and review process along with the police department accreditation program through its international law enforcement accreditation agency, the Commission on Law Enforcement Accreditation (CALEA).

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Citizen satisfaction with complaint process	Years	93%	90%	90%	90%	90%

120.17NA

Title: Special Details: SWAT/CRT; Bomb Squad; CDU; Honor Guard

Ranking

Department: Police

	2019	2020
Budget:	\$162,469	\$165,718
FTE:	0.00	0.00

30

The SWAT/Crisis Response Team (CRT) units are trained to support officers on high risk calls which could potentially involve the threat of injury or death to citizens and officers. It's critical to have tactical teams in place to quickly deploy and respond to all high risk calls.

The Bomb Squad is responsible for the safe rendering of explosive or suspected explosive devices, as well as the disposal of explosive chemicals, fireworks, ammunition and to respond to weapons of mass destruction incidents.

The Honor Guard participates in various local and regional ceremonial events. The primary mission of the Honor Guard is to represent the professional image and reputation of the Bellevue Police Department.

The Civil Disturbance Unit (CDU) manages lawful and unlawful public assemblies before, during, and after the event, with the purpose of maintaining public order. The unit preserves life, property, peace and order for the community while protecting the constitutional rights of all citizens.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Safe Community

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Bomb Squad Training Hrs. per Technician	Years	280	280	280	280	280
Honor Guard Training Hours	Years	71.03	181	280	280	280
Honor Guard Number of Deployment Hours	Years	514.5	320	440	440	440
SWAT Number of Training Hours per Member	Years	280	280	270	270	270
HNT Number of Training Hours per Member	Years	96	52	50	50	50
Crowd Control Number of Training Hours per Member	Years	48	16	32	32	32
Crowd Control Number of Officers Assigned to Unit	Years	28	42	30	30	30

120.07NA

Title: Traffic Flagging

Ranking

Department: Police

	2019	2020
Budget:	\$770,878	\$830,170
FTE:	0.00	0.00

31

The Bellevue Police Department's traffic flagging officers are put in place at city construction sites or utility worksites on Bellevue roadways or intersections, enhancing safety for drivers, pedestrians, and workers, by facilitating the flow of vehicles and pedestrian traffic. This program works in partnership with the Transportation and Utilities departments, and 95% of all flagging costs are recovered through pass-through billings to construction, utilities, or Sound Transit projects.

No Performance Measures to be displayed.

140.59NA

Title: Fire Flow Capacity for City of Bellevue

Ranking

Department: Utilities

	2019	2020
Budget:	\$0	\$0
FTE:	0.00	0.00

32

Bellevue's Water Utility provides the capacity for fire flow to water customers in Bellevue and other jurisdictions within its service area. This proposal provides funds for construction and maintenance of a water system that supplies adequate and reliable fire flow capacity, enabling timely fire suppression by emergency responders. In October 2008, the Washington State Supreme Court ruled that provision of water for fire suppression is a general government (General Fund) responsibility and cannot be paid for through water rates. As a consequence of this ruling, Council removed the cost of fire flow capacity from the water utility rate and shifted the cost to the General Fund. Effective January 1, 2010, Council increased the utility tax on water to raise the general funds needed to pay for Bellevue's cost for fire flow capacity. Revenue collected from the incremental increase in this tax is transferred to the Utilities to support fire flow services.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Utilities: Percent Variance: Budgeted versus Actual collected Fire Flow Capacity charges form the City general fund.	Years	100%	100%	100%	100%	100%

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Safe Community

070.14NA **Title:** Fire and Life Safety Community Risk Reduction

Ranking **Department:** Fire

	2019	2020
Budget:	\$345,542	\$364,744
FTE:	2.00	2.00

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Conducting on-going classes and outreach events to teach citizens how to reduce the likelihood of fires or medical emergencies and training them for emergencies are shown to reduce injuries and death.

By identifying and prioritizing risks, implementing specific strategies, evaluating those strategies, and involving community partners, the department can better protect the city and the firefighters who put themselves at risk. This is accomplished by connecting with community stakeholders to establish accountability and trust through community education, outreach events, and targeted media.

Reaching the target audiences will require flexible innovation. This proposal supports a multi-faceted approach to delivering targeted and applicable fire and life safety programming and risk reduction outreach to the community by funding 2 FTE's: 1 Community Risk Reduction Specialist and 1 Public Information Officer/Community Liaison Officer.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016</u> Actual	<u>2017</u> Actual	<u>2018</u> Target	<u>2019</u> Target	<u>2020</u> Target
Level 2 - Outreach (In Person Attendance)	Years	80,250	28,380	40,000	40,000	40,000
Level 1 - Outreach (Class or Training)	Years	4,653	4,778	3,000	3,000	3,000
Fire Incidents/1,000 population	Years	2.31	2.64	4.4	2.45	2.42
Residential Fires /100,000 population	Years	62.47	68.22	120	120	120
Residential Cooking Fires/100,000 population	Years	30.29	34.11	49.87	49.87	49.87
Level 3 - Outreach (Social media hits and interactions)	Years	73,368	1.88	N/A	N/A	N/A
Annual Publication of a Community Risk Assessment	Years	No	Yes	Yes	Yes	Yes
Public Information Officer Media Interactions	Years	N/A	N/A	N/A	N/A	N/A

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Safe Community

070.08DA **Title:** OEM Grant Participation: UASI and EMPG

Ranking **Department:** Fire

			<u>2019</u>	<u>2020</u>
	Budget:	\$327,201	\$252,663	
	FTE:	1.00	1.00	

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The Urban Area Security Initiative (UASI) Program and the Emergency Management Performance Grant (EMPG) are Federal Homeland Security Grant Programs intended to address public safety needs. UASI focuses on high risk populations in high density urban areas that are vulnerable to terrorism. EMPG activities relate directly to the five elements of emergency management: prevention, protection, response, recovery and mitigation.

Grant funding is currently secured through August 2019 with decreases expected each year following for UASI, no grant funds in 2021. EMPG is also expected to decrease over time. With 57% of Office of Emergency Management (OEM) personnel grant funded, elimination of federal funding would create significant challenges for the division.

Without these funds, OEM will not be able to offer: Inclusive planning and outreach efforts for vulnerable populations; Public education and outreach; Life safety messaging (RCW 38.52.70); or Citywide preparedness training and exercising.

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Completion and execution of projects by grant end date	Years	100%	100%	100%	100%	100%
Number of Individuals Trained in CERT	Years	57	80	50	50	50
State Audit of OEM Grants results in ZERO Findings	Years	N/A	Yes	Yes	Yes	Yes

070.09NA **Title:** Fire Department Small Grant and Donations

Ranking **Department:** Fire

			<u>2019</u>	<u>2020</u>
	Budget:	\$757,000	\$757,000	
	FTE:	0.00	0.00	

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This proposal allows the fire department to establish a budget for small grants and donations. The funds received are utilized to pay for equipment and training that would not otherwise be obtainable. In addition, the department is regularly called upon to send personnel to regional, state, and national incidents such as earthquakes, hurricanes, mudslides and wildfires. Over the past five years, the time spent on these activities has increased dramatically. Fire is reimbursed for participating in these activities by state and federal agencies. To account for the receipt of these funds, and expenditures made, separate projects are established in the city's Grants Donations Funds for each grant, donation and reimbursable activity.

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.

City of Bellevue - Budget One 2019-2020

Operating Budget Proposal Summary

Safe Community

<u>Performance Measure</u>	<u>Frequency</u>	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Target</u>	<u>2019 Target</u>	<u>2020 Target</u>
Individuals receiving CPR Training	Years	351	296	400	400	400
Students Observing DUI Prom Night Drills	Years	1,150	1,200	600	600	600
Bellevue Communications Support Group Volunteers	Years	43	47	50	50	50

Total:

	<u>2019</u>	<u>2020</u>
Budget:	\$102,435,489	\$107,223,132
FTE:	558.17	558.17

Note – Operating Proposal executive summaries are listed in rank number order by Outcome. This report does not include debt, reserve, or CIP proposals. CIP project detail pages can be found in the CIP section.



2019-2025 Preliminary Capital Investment Program Plan

EXECUTIVE SUMMARY

The 2019-2025 Preliminary General Capital Investment Program (CIP) plan prepares and serves as a catalyst for future development within a constrained budget. It builds on the 2017-2023 amended CIP, which included completion of the Downtown Park and Meydenbauer Bay Park Phase 1. It also provided for the implementation of the Transportation Infrastructure Financing and Innovation Act (TIFIA) projects in the BelRed area, as well as neighborhood and other amenities. The Preliminary 2019-2025 CIP totals \$693 million, is balanced, and accomplishes the following:

- Advances the Council Priorities above the 2017-2023 amended budget – total of \$30 million
- Ensures debt obligations are met, including new debt service payment beginning in 2024 for the Transportation Infrastructure Financing and Innovation Act (TIFIA) loan
- Maintains existing infrastructure in accordance with the council policy
- Ensures TIFIA projects are completed on schedule and in accordance with federal guidelines – 12 multimodal roadways in the new BelRed neighborhood
- Continues the voter approved levy commitments – Parks (2008), Fire Facilities (2016), and Neighborhood Congestion, Safety, and Connectivity (2016) levies
- Provides other quality of life amenities with new investments in affordable housing, Environmental Stewardship Initiative, and two new neighborhood parks
- Promotes diversity and accessibility to city services through a new Mini City Hall in the south end of the city
- Continues to show progress on big scale, long term projects including West Lake Sammamish Parkway Phase 3, Meydenbauer Bay Park Planning and Design, and Bellevue Way HOV
- Fulfills general government capital responsibilities including construction of Fire Station 10 and major maintenance of city facilities
- Supports neighborhood programs such as the Neighborhood Enhancement Program, Public Art Program, and the new Neighborhood Congestion Management Project Implementation

The Preliminary Budget continues to raise concern and awareness on the future impact of minor maintenance and operation (M&O) costs as new infrastructure is completed. While major maintenance and renovation projects are contained within the CIP, minor maintenance is funded through the operating funds. Financial Policy XI.H implemented during the development of the 2011-2017 CIP provides:

“Proposals for CIP project funding shall include the estimated future M&O cost, to provide full cost disclosure. Such M&O costs anticipated to be incurred in the upcoming biennium should be included in operating budget proposals for funding consideration. As of 2011, funding for existing CIP M&O is provided by a distribution of the city’s Sales Tax revenue, split between 75 percent General Fund and 25 percent CIP. The dollar amount for CIP M&O is adjusted upward each year by the anticipated Consumer Price Index for all Urban Consumers (CPI-U) after first making any necessary adjustments (e.g., partial vs full-year costs) and eliminating any one-time items. The distribution amounts should be reviewed periodically by City Council for reasonableness and potential adjustment.” (Source: Financial Policy XI.H)

The concern continues that as the city builds new infrastructure, there is not a mechanism to ensure additional M&O funding for these future facilities. Over time, this will place increasing pressure on the operating budget.



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2019-2025 Preliminary Capital Investment Program Plan

Overview

Capital Investment Program Purpose

The 2019-2025 Preliminary General Capital Investment Program (CIP) plan prepares and serves as a catalyst for future development within a constrained budget. Every 2 years, during the biennial budget process, the city adopts a 7-year CIP plan, which outlines the city’s anticipated capital investment needs over that timeframe.

Capital Prioritization Criteria & Planning Policies

The city uses numerous criteria for ranking and prioritizing capital investment projects. Generally, the city uses a “waterfall” decision framework, which serves to guide the following criteria and policies:

- First and foremost are the city’s debt obligations. All debt service payments are prioritized first when allocating resources to the CIP.
- Secondly, “Preserve Existing Capital Infrastructure Before Building New Facilities: It is the city’s policy to ensure that adequate resources are allocated to preserve the city’s existing infrastructure before targeting resources to build new facilities that also have operating and maintenance obligations. This policy addresses the need to protect the city’s historical investment in capital facilities and to avoid embarking on a facility enhancement program, which when coupled with the existing facility requirements, the city cannot afford to adequately maintain.” (City of Bellevue Comprehensive Financial Management Policy – XI.I)
- After ensuring that debt and maintenance are funded at appropriate levels, the city reviews existing and new projects with the following lenses:
 - Effectiveness at achieving City Mission/Community Outcomes/Council Priorities
 - Effectiveness – extent to which project achieves Outcome/Council Priorities
 - Tangibility/clarity of project results
 - Multiple benefits
 - Mandates
 - Legal
 - Appropriate level of investment needed to meet each mandate
 - Financial factors
 - Leveraging other funds – extent to which project is funded by external sources
 - Cost versus benefit



2019-2025 Preliminary Capital Investment Program Plan

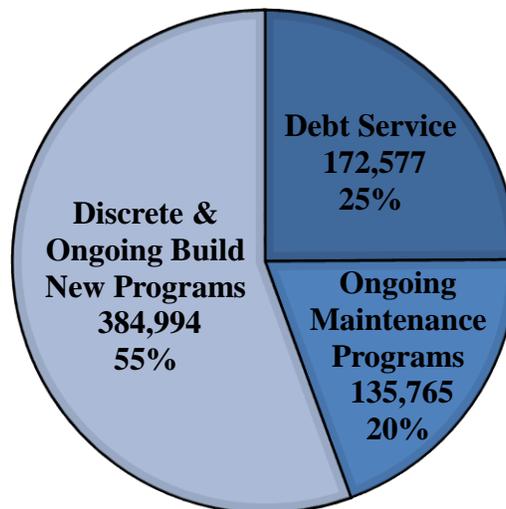
- Sunk costs – extent to which the project expenditures have already been incurred
 - Avoided costs – extent to which the project creates savings/reduces future costs and risks
 - Stewardship – extent to which the project protects and leverages existing investments
- Timing/urgency
 - Project readiness – extent to which the project can proceed within CIP period
 - Need to move forward during this 7-year CIP period
 - Critical linkage to other high priority projects
 - Scaling
 - Level of Service (LOS)
 - Right element of project at this time (e.g. full build, partial build, design only)

2019-2025 Preliminary General CIP Plan Summary

The Preliminary 2019-2025 General CIP totals \$693 million over the seven years and includes 81 projects. These projects fall into one of three major CIP categories – Debt Service, Ongoing Maintenance Programs that maintain current infrastructure, and Discrete and Ongoing programs that build new projects.

- Debt Service makes up 25 percent of the General CIP (\$173 million). Inclusive of the total debt service is \$25 million of short-term cash flow borrowing which includes approximately \$2 million of interest. This is consistent with the city’s Comprehensive Finance Management Policies regarding the use of Debt in the CIP (*Financial Policy – XI.N*). The cash flow borrowing is not anticipated to be issued, and staff will not be asking the council for issuance at this time. If borrowing is needed in the future, staff will return to the council to address. The Debt Service amount starting in 2024 includes the TIFIA loan payback of approximately \$5.3 million annually.
- Ongoing Maintenance Programs that maintain current infrastructure make up approximately \$136 million or 20 percent of the General CIP budget, with major maintenance programs like street overlays and major renovation of parks and fire facilities. Ongoing Maintenance Programs implement the council's long-term policy to “preserve existing capital infrastructure before building new facilities” (*Financial Policy – XI.I*).
- Discrete and Ongoing Programs that build new infrastructure make up approximately \$385 million or 55 percent of the General CIP. Of this \$385 million, \$59 million is related to the 5 projects that are being paid for by the TIFIA loan.

2019-2025 Preliminary General CIP Plan Major Expenditure Categories (\$000s)





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2019-2025 Preliminary Capital Investment Program Plan

Advancing Council Vision Priorities

The adopted 2018-2020 Council Vision Priorities provide foundational policy direction received during development of the 2019-2025 CIP. The Preliminary CIP Budget includes previously adopted as well as new funding for projects directly implementing a council priority. The Preliminary 2019-2025 CIP advances the established Council Priorities above the 2017-2023 amended budget by a total of \$30 million for programs such as Neighborhood Congestion Management, Environmental Stewardship Initiative, Affordable Housing Contingency, and Smart City Connectivity amongst others. A complete list of these programs is included in the chart below.

Council Vision Priority Projects in Addition to Amended 2017-2023 CIP		
CIP Plan Name by Council Priority	CIP Plan #	2019-2025 Amount (\$000s)
Transportation & Mobility		
150th Avenue SE at SE Newport Way	PW-R-202	2,500
Neighborhood Congestion Management Project	PW-R-200	5,000
Bel-Red Parks & Streams	P-AD-103	2,504
High Quality Built and Natural Environment		
Affordable Housing Contingency	G-109	11,500
Gateway NE Entry DTP	P-AD-100	5,250
Smart City Connectivity	G-38	380
ESI Implementation	CD-46	310
Great Places Where You Want to Be		
Grand Connection – Early Implementation	CD-44	2,500
Achieving Human Potential		
Bellevue College Connection	PW-R-201	400
Grand Total:	9	30,034



2019-2025 Preliminary Capital Investment Program Plan

The table below is sorted by the Strategic Target Areas, highlighting the 3-year Priorities and Budget Proposals that most directly address those Priorities. While staff acknowledges that there are many other projects that have ties to the priorities; this list focuses on those with the most direct ties.

Strategic Target Area: Economic Development		
City Council Priority		CIP Plan & 2019-2025 Amount
1	Support and provide leadership in the Regional Economic Development Alliance to attract international and national business, and investment to the region. Leverage involvement to produce investment in Bellevue's identified growth corridor and near transit hubs.	<ul style="list-style-type: none"> G-105 – Competitiveness and Collaboration: (\$200K)
2	Actively pursue business retention and growth at the local level, including diverse small, medium and large business with an emphasis on high-tech, tourism and international trade.	

Strategic Target Area: Transportation and Mobility		
City Council Priority		CIP Plan Name
3	Continue to execute on our transportation capital plans for future growth and mobility of the city. Use the funding provided by the Neighborhood Safety Connectivity and Congestion Levy to improve the safety, transportation and quality of life in neighborhoods.	<ul style="list-style-type: none"> PW-R-198 – Neighborhood Congestion Management Levy and PW-R-199 – Neighborhood Safety & Connectivity Levy (Transportation) PW-R-200 Neighborhood Contestation Management Project Implementation (Transportation) PW-R-202 – 150th Ave SE at SE Newport Way (Transportation)
5	Continue to fund, design and build projects within the Downtown Transportation Plan, Wilburton Connection and BelRed.	<ul style="list-style-type: none"> Numerous projects associated with the TIFIA loan process and BelRed Development plan (Transportation)) PW-R-182 – Downtown Transpiration Plan/NE 6th Street Station Access (Transportation) CD-48 Public-Private Partnership – Pilot BelRed TOD (Community Development) P-AD-103 – BelRed Parks & Streams (Parks and Community Services)
6	Continue the oversight of light rail constructions and ensure that we implement an effective strategy for construction mitigation for neighborhoods, traffic and business.	<ul style="list-style-type: none"> PW-R-159 – East Link Analysis and Development (Transportation)



2019-2025 Preliminary Capital Investment Program Plan

Strategic Target Area: High Quality Built and Natural Environment		
City Council Priority		CIP Plan Name
7	Execute Phase One of the Affordable Housing Strategy Implementation Program.	<ul style="list-style-type: none"> G-109 – Affordable Housing Contingency (Community Development)
8	Complete construction of Phase One of Meydenbauer Bay Park by 2018 and the Downtown Park Gateway by the end of 2019 and synchronize with the Grand Connection as possible. Include celebration of the connection of downtown to the waterfront.	<ul style="list-style-type: none"> P-AD-92 – Meydenbauer Bay Phase 1 Park Development (Parks and Community Services) P-AD-100 – Gateway NE Entry/Downtown Park (Parks and Community Services)
9	Advance implementation of the Smart City Strategy, including advanced transportation technology and autonomous, connected, electric and shared vehicle technologies.	<ul style="list-style-type: none"> PW-R-156 ITS Master Plan Implementation Program (Transportation) G-38 Smart City Connectivity (Information Technology)
10	Strategically implement the neighborhood planning process.	<ul style="list-style-type: none"> CD-37 – Downtown Community/Livability (Community Development)
11	Review the progress of the Environmental Stewardship Initiative and analyze additional steps that the city may wish to take to achieve environmental goals.	<ul style="list-style-type: none"> CD-46 ESI Implementation (Community Development)
12	Update the Parks and Recreation Master Plan to include an analysis of the level of service for a growing population and the creation of a financial strategy for these services.	<ul style="list-style-type: none"> P-AD-27 – Park Planning and Design (Parks and Community Services)

Strategic Target Area: Bellevue: Great Places Where You Want To Be		
City Council Priority		CIP Plan Name
14	Create a civic center plan integrating City Hall, the metro property, convention center expansion and the transit center.	<ul style="list-style-type: none"> CD-41 Civic Center Plan (Civic Services)
15	Continue to advance the Grand Connection as the signature gathering place. Establish the preferred crossing of I-405 and begin design discussions with the state Department of Transportation; build public support by completing city projects in the early implementation plan; educate key public and private funders on the unique opportunities available; and integrate the vision of the Grand Connection into the Wilburton plan.	<ul style="list-style-type: none"> CD-44 Grand Connection – Early Implementation (Community Development)

Strategic Target Area: Achieving Human Potential		
City Council Priority		CIP Plan Name
18	Leverage the higher education institutions in Bellevue to benefit our residents and businesses.	<ul style="list-style-type: none"> PW-R-201 Bellevue College Connection (Transportation)



2019-2025 Preliminary Capital Investment Program Plan

Strategic Target Area: High Performance Government		
	City Council Priority	CIP Plan Name
21	Complete implementation of hearing accessibility within the public meeting areas in the city.	<ul style="list-style-type: none"> • G-04 Hearing Accessibility for Public Spaces (Civic Services)
23	Identify and implement technologies that improve customer service with the City of Bellevue.	<ul style="list-style-type: none"> • G-59 JDE System Upgrade and Enhancements (Finance) • G-94 Enterprise Application Reserve (Information Technology)

2019-2025 Preliminary Capital Investment Program Plan

2019-2025 Preliminary General CIP Plan by Department & Outcome

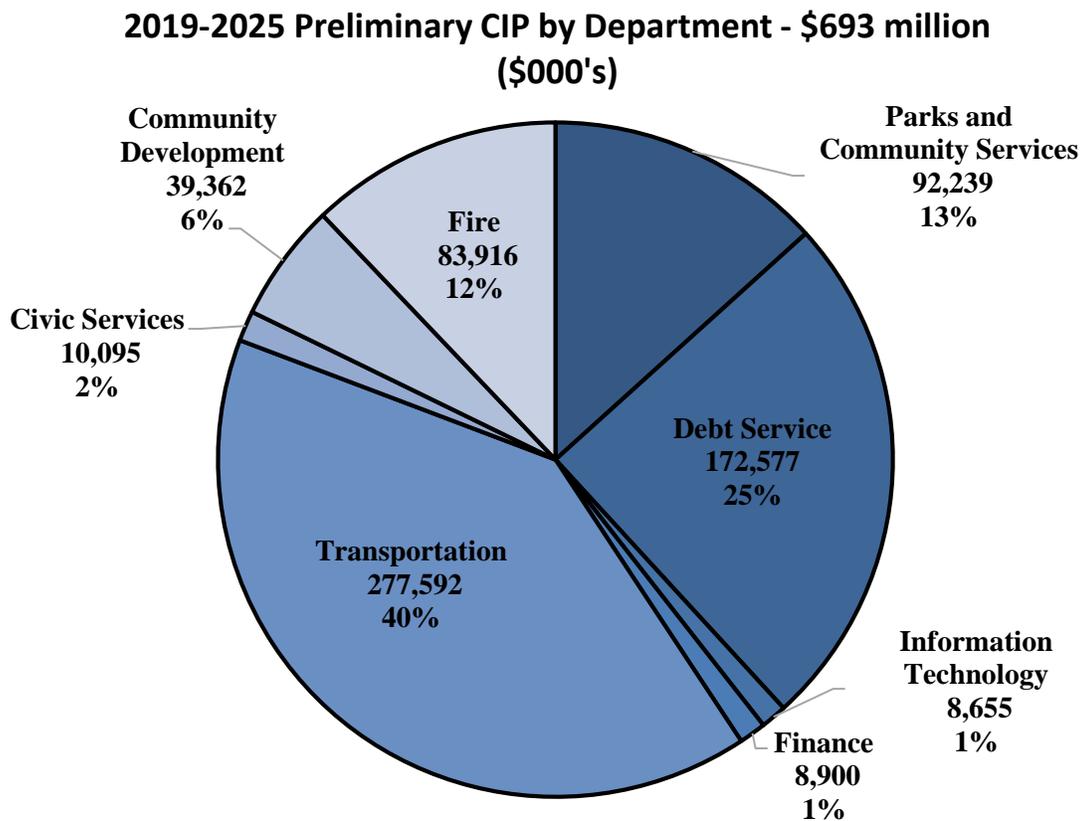
The City of Bellevue Transportation Department has the highest number of projects at 32, totaling \$277.6 million or 40 percent of the total 7-year CIP budget. As shown on the next page, these projects are most directly linked to the city’s Improved Mobility and Connectivity outcome, which totals \$272 million over the seven years.

The Parks and Community Services Department includes 15 projects, totaling \$92.2 million or 13 percent of the total CIP budget. Most of the Parks and Community Services Department projects are directly connected to the city’s Quality Neighborhoods and Innovative, Vibrant, & Caring Community outcome, which totals \$118.8 million.

The remaining Departments (Civic Services, Community Development, Fire, Finance, and Information Technology) account for approximately \$150.9 million, or 22 percent of the 7-year CIP.

Lastly, Debt Service Payments account for approximately \$172.6 million, or 25 percent of the total CIP. Investments in this area cover the debt service requirements for the city’s debt obligations issued for capital investments such as bonds issued for City Hall, Supplemental CIP, and Mobility & Infrastructure Initiative.

The chart below shows the relative size of the 7-year Preliminary CIP by Department:

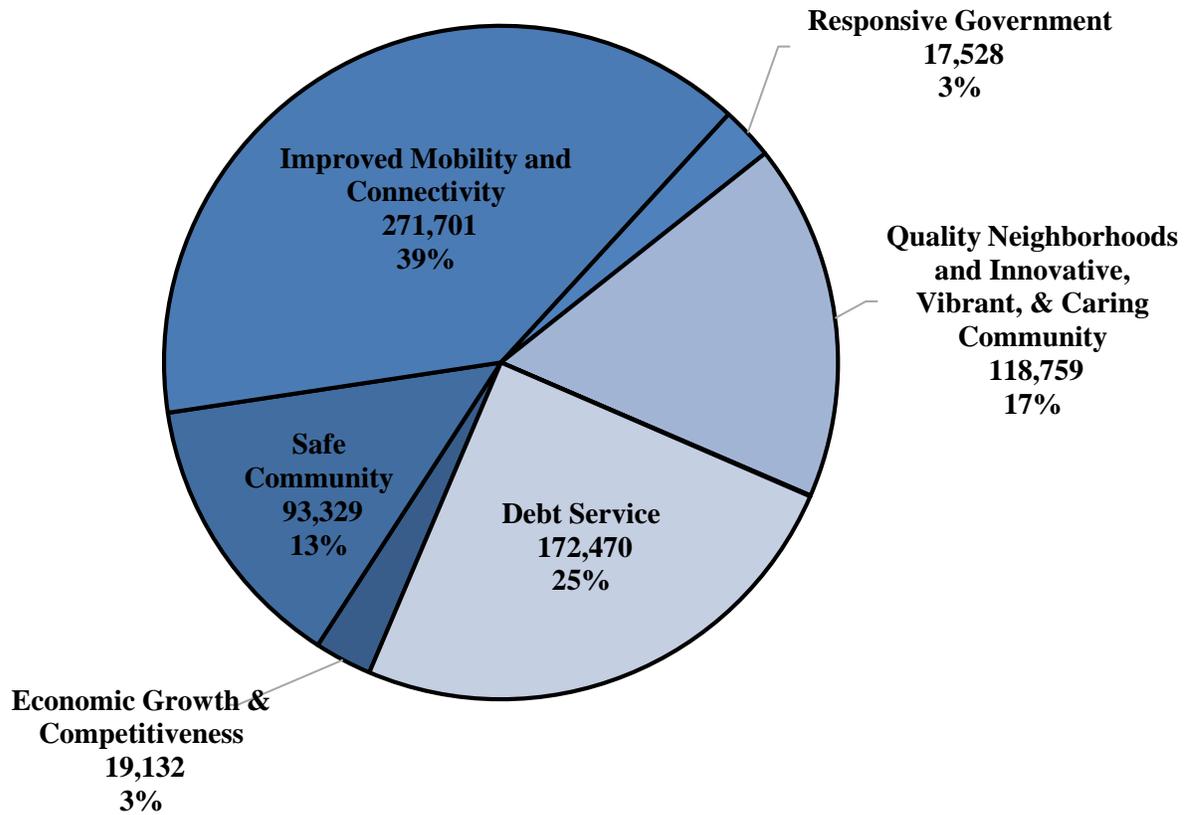




2019-2025 Preliminary Capital Investment Program Plan

The chart below shows the relative size of the 7-year Preliminary CIP by Outcome:

2019-2025 Preliminary CIP by Outcome - \$693M
(\$000's)



**2019-2025 Preliminary
General CIP Cash Flow Modeling**

2019-2025 Preliminary General Capital Investment Program (CIP)	2019 Budget	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget	2025 Budget	Total 2019-2025 Revenue & Expenditure	Total Project Cost through 2025
REVENUES									
Beginning Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MISCELLANEOUS									
Short-term Cash Flow Borrowing*	11,019	6,308	2,059	-	-	-	3,057	22,443	
Transportation Infrastructure Finance and Innovation Act (TIFIA) Loan	7,715	11,023	20,673	20,581	-	-	-	59,992	
Subtotal Miscellaneous	\$ 18,734	\$ 17,331	\$ 22,732	\$ 20,581	\$ -	\$ -	\$ 3,057	\$ 82,435	
MAJOR TAXES									
Retail Sales Tax	19,731	19,987	20,798	21,000	21,919	23,012	24,064	150,510	
B&O Tax	13,081	13,854	14,559	15,238	15,938	16,714	17,468	106,852	
Real Estate Excise Tax (REET)	17,500	17,500	16,675	16,390	16,695	17,200	17,400	119,360	
Parks Levy	3,389	3,388	3,390	3,388	3,389	3,389	3,389	23,722	
2015 Levy Revenue (New Sales Tax Contribution)	694	694	694	694	694	694	694	4,855	
Fire Facilities Levy (passed 11/2016)	6,458	6,572	6,686	6,801	6,918	7,038	7,162	47,635	
Neighborhood Congestion, Safety and Connectivity Levy (passed 11/2016)	7,749	7,887	8,023	8,161	8,301	8,446	8,595	57,162	
Motor Vehicle Fuel Tax (MVFT)	1,835	1,857	2,115	2,189	2,261	2,335	2,413	15,005	
Subtotal Major Taxes	\$ 70,437	\$ 71,739	\$ 72,939	\$ 73,860	\$ 76,114	\$ 78,828	\$ 81,184	\$ 525,101	
INTERGOVERNMENTAL									
Federal Grants	1,500	5,418	-	-	-	-	-	6,918	
Grants	14,175	-	-	-	-	-	-	14,175	
Interlocal Contributions	3,812	2,792	896	269	282	297	311	8,660	
Rents and Leases	30	30	30	30	30	30	30	210	
Subtotal Intergovernmental	\$ 19,517	\$ 8,240	\$ 926	\$ 299	\$ 312	\$ 327	\$ 341	\$ 29,963	
OTHER RESOURCES									
Transfers from Other City Funds	5,088	1,882	2,640	2,490	1,265	3,035	1,600	18,000	
WA State Funding - Annexation Sales Tax	1,300	-	-	-	-	-	-	1,300	
Private Contributions	2,662	90	90	29	29	30	-	2,930	
Sale of Fixed Assets	-	-	-	-	-	-	-	-	
Investment Interest	500	500	500	500	500	500	500	3,500	
Transportation Impact Fees	1,000	3,000	6,000	6,000	6,000	4,000	4,000	30,000	
Subtotal Other Resources	\$ 10,549	\$ 5,472	\$ 9,230	\$ 9,019	\$ 7,794	\$ 7,565	\$ 6,100	\$ 55,730	
Grand Total Revenues	\$ 119,237	\$ 102,781	\$ 105,828	\$ 103,759	\$ 84,221	\$ 86,719	\$ 90,683	\$ 693,228	
Total Expenditures	\$ 119,238	\$ 102,781	\$ 105,828	\$ 103,759	\$ 84,221	\$ 86,719	\$ 90,683	\$ 693,228	\$ 1,548,343
Ending Fund Balance	\$ -								

*Short-term Cash Flow Borrowing assumes 100% expenditures. Historically, the City spends between 65% and 85% of annual expenditures, therefore the additional cash flow borrowing is not anticipated. Short-term Cash Flow Borrowing is modeled to address near term cash flow. It is for modeling purposes only, and the City will not be issuing any borrowing at this time. If any borrowing is needed in the future, staff must return to Council. Modeled borrowing in 2025 will be paid back in 2026.

**2019-2025 Preliminary
General CIP Cash Flow Modeling**

EXPENDITURES

CIP Plan #	CIP Plan Name	2019 Expenditures	2020 Expenditures	2021 Expenditures	2022 Expenditures	2023 Expenditures	2024 Expenditures	2025 Expenditures	Total 2019-2025 Expenditures	Total Project Cost through 2025
Debt Service										
G-69	Supplemental CIP Debt Funding (2027)	979	986	981	980	982	977	980	6,865	17,853
G-82	City Hall Debt Service (2043)	6,560	6,548	6,546	6,552	6,552	6,551	6,569	45,878	98,743
G-83	M&I LTGO Bond Debt Service (2030)	865	863	865	862	863	863	866	6,047	12,962
G-89	2013 LTGO Bond Debt Service (2032, LRF-2037)	4,834	4,835	4,834	4,836	4,837	4,834	4,834	33,843	61,201
G-98	Cash Flow Borrowing Payback	-	-	-	2,849	9,087	3,553	9,561	25,050	25,050
G-100	2015 20 Year LTGO Bond Debt Service (2034)	6,205	6,206	6,203	6,202	6,203	6,204	6,206	43,428	62,035
G-101	TIFIA Debt Cost Service (2056)	100	100	100	100	100	5,286	5,286	11,073	11,722
PW-R-82	Public Works Trust Fund Loan - Principal (2026)	40	40	40	40	40	40	40	279	1,710
PW-R-83	Public Works Trust Fund Loan - Interest (2026)	1	1	1	1	1	1	0	7	124
Subtotal Debt Service		\$ 19,584	\$ 19,579	\$ 19,571	\$ 22,422	\$ 28,664	\$ 28,309	\$ 34,342	\$ 172,470	\$ 291,400
Economic Growth & Competitiveness										
CD-37	Downtown Community/Livability	191	728	728	528	528	-	-	2,703	4,152
CD-41	Civic Center Plan	-	200	-	-	-	-	-	200	550
CD-44	Grand Connection - Early Implementation	1,000	500	500	1,000	500	500	500	4,500	6,000
CD-48	Public-Private Partnership – Pilot BelRed TOD	458	389	179	124	128	-	-	1,278	3,709
G-38	Smart City Connectivity	250	250	370	315	290	215	165	1,855	2,752
G-105	Competitiveness and Collaboration	50	146	-	-	-	-	-	196	796
G-107	Council Contingency	1,000	1,000	1,000	1,000	1,000	1,000	1,000	7,000	7,250
G-112	Arts and Culture Fund	200	200	200	200	200	200	200	1,400	1,600
Subtotal Economic Growth & Competitiveness		\$ 3,149	\$ 3,413	\$ 2,977	\$ 3,167	\$ 2,646	\$ 1,915	\$ 1,865	\$ 19,132	\$ 26,809
Safe Community										
G-110	Citywide Security Improvements	100	100	-	-	-	-	-	200	450
PS-16	Fire Facility Maintenance	2,403	2,498	2,566	2,390	2,250	2,605	2,418	17,130	33,341
PS-63	Fire Facility Master Plan	7,150	1,000	8,000	3,000	-	-	-	19,150	29,250
PS-64	Fire Station 10 (Levy)	6,150	5,650	-	-	-	-	-	11,800	24,100
PS-65	Fire Station 4 (Levy)	308	922	6,686	6,801	6,919	7,038	7,162	35,836	35,836
PW-M-19	Major Maintenance Program	2,250	1,080	1,109	1,142	1,175	1,210	1,247	9,213	18,393
Subtotal Safe Community		\$ 18,361	\$ 11,250	\$ 18,361	\$ 13,333	\$ 10,344	\$ 10,853	\$ 10,827	\$ 93,329	\$ 141,370

**2019-2025 Preliminary
General CIP Cash Flow Modeling**

CIP Plan #	CIP Plan Name	2019 Expenditures	2020 Expenditures	2021 Expenditures	2022 Expenditures	2023 Expenditures	2024 Expenditures	2025 Expenditures	Total 2019-2025 Expenditures	Total Project Cost through 2025
Improved Mobility and Connectivity										
CD-30	Station Area Planning Implementation	500	1,500	1,500	1,000	-	-	-	4,500	5,500
PW-M-1	Overlay Program	5,868	7,679	6,197	7,574	7,797	8,031	8,272	51,418	175,569
PW-M-2	Minor Capital - Traffic Operations	175	180	185	191	196	202	208	1,337	12,447
PW-M-7	Neighborhood Traffic Safety Program	350	360	370	381	392	404	416	2,673	11,472
PW-M-20	Minor Capital - Signals and Lighting	979	811	1,055	433	446	459	473	4,656	7,943
PW-R-46	Traffic Safety Improvements	117	120	124	127	131	135	139	893	4,523
PW-R-156	ITS Master Plan Implementation Program	440	453	465	479	493	508	523	3,361	5,177
PW-R-159	East Link Analysis and Development	247	1,081	1,097	413	426	-	-	3,263	18,322
PW-R-166	124th Ave NE - NE Spring Boulevard to Ichigo Way (18th St)	-	9,258	-	-	-	-	-	9,258	33,239
PW-R-169	124th Ave NE - NE 12th to NE Spring Boulevard (TIFIA)	-	-	9,388	-	-	-	-	9,388	20,085
PW-R-170	130th Ave NE - Bel-Red Rd to NE 20th St (TIFIA)	-	3,738	11,517	3,109	-	-	-	18,364	26,700
PW-R-172	NE Spring Blvd (Zone 1) - 116th to 120th Avenues NE	2,750	3,918	-	-	-	-	-	6,667	33,432
PW-R-173	NE Spring Boulevard (Zone2) - 120th to 124th Aves N (TIFIA)	(3,235)	-	-	-	-	-	-	(3,235)	18,346
PW-R-174	NE Spring Boulevard - 130th to 132nd Ave NE (TIFIA)	5,467	8,991	2,220	-	-	-	-	16,678	21,786
PW-R-182	Downtown Transportation Plan/NE 6th Street Station Access	600	2,000	1,200	1,200	1,300	2,000	2,000	10,300	13,200
PW-R-183	West Lake Sammamish Parkway, Phase 2	5,000	-	-	-	-	-	-	5,000	8,000
PW-R-184	Bellevue Way SE HOV Lane - 112th Ave SE 'Y' to I-90	-	-	-	-	2,500	2,500	-	5,000	9,400
PW-R-186	120th Ave NE Stage 4 Design - NE 16th St to Northup Way	2,200	-	-	-	-	-	-	2,200	3,000
PW-R-190	124th Avenue NE – NE 8th to NE 12th Street	565	-	-	-	-	-	-	565	919
PW-R-191	124th Avenue NE/Ichigo Way (NE 18th St) to Northup Way (TIFIA)	-	-	-	17,472	-	-	-	17,472	30,796
PW-R-194	West Lake Sammamish Parkway Phase 3	-	-	-	-	1,000	3,000	4,000	8,000	8,000
PW-R-198	Neighborhood Congestion Management (Levy)	2,000	2,000	2,000	2,000	2,000	2,000	2,000	14,000	18,000
PW-R-199	Neighborhood Safety & Connectivity (Levy)	5,750	5,887	6,023	6,161	6,301	6,446	6,595	43,162	54,132
PW-R-200*	Neighborhood Congestion Management Project Implementation	500	-	1,000	-	1,500	-	2,000	5,000	5,000
PW-R-201*	Bellevue College Connection	400	-	-	-	-	-	-	400	400
PW-R-202*	150th Avenue SE at SE Newport Way	2,500	-	-	-	-	-	-	2,500	2,500
PW-W/B-56	Pedestrian and Bicycle Access Improvements	467	480	493	508	523	539	555	3,565	13,361
PW-W/B-76	Neighborhood Sidewalks	1,167	1,200	1,232	1,269	1,306	1,345	1,386	8,905	17,427
PW-W/B-78	Mountains to Sound Greenway Trail	355	-	-	-	-	-	-	355	3,561
PW-W/B-83	Mountains to Sound Greenway Trail – I-405 to 132nd Avenue SE	15,055	1,000	-	-	-	-	-	16,055	17,555
Subtotal Improved Mobility and Connectivity		\$ 50,215	\$ 50,655	\$ 46,066	\$ 42,317	\$ 26,311	\$ 27,569	\$ 28,567	\$ 271,701	\$ 599,794
Responsive Government										
G-04	Hearing Assistance for Public Spaces	120	-	-	-	-	-	-	120	480
G-59	JDE System Upgrade and Enhancements	300	50	50	50	50	-	-	500	15,750
G-94	Enterprise Application Replacement Reserve	800	1,000	1,000	1,000	1,000	1,000	1,000	6,800	8,900
G-113*	Facility Services Major Maintenance	2,315	1,230	1,540	1,390	1,165	1,135	1,000	9,775	9,775
PW-M-15	Wetland Monitoring	11	57	58	59	50	51	47	333	557
Subtotal Responsive Government		3,546	2,337	2,648	2,499	2,265	2,186	2,047	17,528	35,462
Healthy & Sustainable Environment										
CD-46*	ESI Implementation	100	70	70	70	-	-	-	310	310
Subtotal Submitted New Projects		\$ 100	\$ 70	\$ 70	\$ 70	\$ -	\$ -	\$ -	\$ 310	\$ 310

Note: CIP Plan #'s marked with an asterisk (*) indicate new CIP projects that do not exist in the current amended 2017-2023 CIP plan.

**2019-2025 Preliminary
General CIP Cash Flow Modeling**

CIP Plan #	CIP Plan Name	2019 Expenditures	2020 Expenditures	2021 Expenditures	2022 Expenditures	2023 Expenditures	2024 Expenditures	2025 Expenditures	Total 2019-2025 Expenditures	Total Project Cost through 2025
Quality Neighborhoods and Innovative, Vibrant, & Caring Community										
CD-11	Public Art Program	350	350	350	350	350	350	350	2,450	8,656
CD-22	Enhanced Right of Way and Urban Boulevards (ERUB)	500	500	500	500	500	500	500	3,500	7,399
CD-45*	Mini City Hall Expansion	125	125	-	-	-	-	-	250	250
NEP-2	NEP-2.0 Neighborhood Enhancement Program	725	725	725	725	725	725	725	5,075	7,975
NIS-2	Neighborhood Partnerships	80	80	80	80	80	-	-	400	1,687
G-109	Affordable Housing Contingency	2,000	2,000	2,000	2,000	2,000	2,000	2,000	14,000	15,000
P-AD-27	Park Planning & Design	300	300	300	300	300	300	300	2,100	9,157
P-AD-79	King County Parks Levy	414							414	5,584
P-AD-82	Park & Open Space Acquisition (Levy)	1,275	1,275	1,275	1,500	1,500	1,500	1,500	9,825	19,478
P-AD-83	Bellevue Airfield Park Development (Levy)	(100)	100	2,500	5,000	2,500	-	-	10,000	11,520
P-AD-92	Meydenbauer Bay Phase 1 Park Development	1,500	-	-	-	-	-	-	1,500	19,222
P-AD-95	Surrey Downs Park Development (Levy)	3,574	-	-	-	-	-	-	3,574	6,529
P-AD-96	Mercer Slough East Link Mitigation	100	1,400	640	-	-	-	-	2,140	2,340
P-AD-100	Gateway/NE Entry at Downtown Park (Levy)	5,250	-	-	-	-	-	-	5,250	8,250
P-AD-101*	Bridle Trails/140th Street Park Development	-	-	500	2,100	-	-	-	2,600	2,600
P-AD-102*	Newport Hills Park Development	500	2,500	-	-	-	-	-	3,000	3,000
P-AD-103*	Bel-Red Parks & Streams	2,504	-	-	-	-	-	-	2,504	2,504
P-AD-104*	Meydenbauer Bay Park Planning and Design	-	500	1,500	1,500	-	4,334	1,334	9,167	9,167
P-R-02	Enterprise Facility Improvements	100	100	100	100	100	100	100	700	11,853
P-R-11	Parks Renovation & Refurbishment Plan	4,975	5,408	5,548	5,676	5,812	5,951	6,094	39,465	102,586
PW-W/B-49	Pedestrian Facilities Compliance Program	110	114	117	120	124	128	132	845	2,738
Subtotal Quality Neighborhoods and Innovative, Vibrant, & Caring Community		\$ 24,283	\$ 15,477	\$ 16,135	\$ 19,951	\$ 13,991	\$ 15,888	\$ 13,035	\$ 118,759	\$ 257,497
Carry Forward Projects (Approved Prior with Current Period Carry Forward)										
G-01	COB Fuel System Replacement	-	-	-	-	-	-	-	-	645
G-103	Eastside Rail Corridor Project	-	-	-	-	-	-	-	-	2,500
G-108	Supplemental Housing Trust Fund Investment	-	-	-	-	-	-	-	-	80
G-111	Long-Range Property & Facilities Plan	-	-	-	-	-	-	-	-	280
G-114	Regional Aquatic Center Study	-	-	-	-	-	-	-	-	250
CD-33	Grand Connection/Land Use Wilburton Zoning	-	-	-	-	-	-	-	-	1,000
CD-19	Advancing the Vision of the Pedestrian Corridor	-	-	-	-	-	-	-	-	739
PW-R-146	Northrup Way Corridor Improvements	-	-	-	-	-	-	-	-	13,701
PW-R-160	NE 4th Street Extension - 116th to 120th Ave NE	-	-	-	-	-	-	-	-	35,842
PW-R-162	NE 6th Street Extension	-	-	-	-	-	-	-	-	960
PW-R-164	120th Ave NE Stage 2 - NE 8th St to NE 12th St	-	-	-	-	-	-	-	-	45,395
PW-R-168	120th Ave NE (Stage 3) NE 12th St to NE 16th St	-	-	-	-	-	-	-	-	24,024
PW-R-177	Eastgate Subarea Plan Implementation	-	-	-	-	-	-	-	-	500
PW-R-181	East Link MOU Commitments	-	-	-	-	-	-	-	-	54,355
PW-R-185	Newport Way Improvements - Somerset Blvd to 150th Ave	-	-	-	-	-	-	-	-	9,723
PW-R-187	Traffic Signal Controllers and Temporary Bus Stop	-	-	-	-	-	-	-	-	455
PW-R-188	Franchise Utility Relocation	-	-	-	-	-	-	-	-	570
PW-R-192	124th Avenue NE at SR 520	-	-	-	-	-	-	-	-	250
PW-R-193	BelRed Corridor Local Street Network	-	-	-	-	-	-	-	-	432
PW-W/B-81	108th/112th Aves NE - N. City Limit to NE 12th St	-	-	-	-	-	-	-	-	200
P-AD-94	Inspiration Playground at Downtown Park (Levy)	-	-	-	-	-	-	-	-	3,801
Subtotal Carry Forward Projects		\$ -	\$ 195,701							

Note: CIP Plan #'s marked with an asterisk (*) indicate new CIP projects that do not exist in the current amended 2017-2023 CIP plan.



2019-2025 Preliminary Capital Investment Program Plan

Changes from the 2017-2023 amended CIP

The 2017-2023 amended CIP is the adopted mid-biennium 2017-2023 CIP plus any budget amendments adopted by the council through October 8, 2018. The 2019-2025 Preliminary CIP continues all projects in the 2017-2023 amended CIP and it adds the following over the 7-year timeframe:

New Proposed 2019-2025 CIP Projects (\$000s)		
CIP Plan #	CIP Plan Name	Total Cost
CD-45	Mini City Hall Expansion	250
G-113	Facility Services Major Maintenance	9,775
P-AD-101	Bridle Trails/140th Street Park Development	2,600
P-AD-102	Newport Hills Park Development	3,000
P-AD-103	BelRed Parks & Streams	2,504
P-AD-104	Meydenbauer Bay Park Planning and Design	9,167
PW-R-201	Bellevue College Connection	400
CD-46	EST Implementation	310
PW-R-200	Neighborhood Congestion Management Project Implementation	5,000
PW-R-202	150th Avenue SE at SE Newport Way	2,500
Grand Total:		35,506

Total changes from the 2017-2023 amended CIP include:

- 2 years (2024-2025) of debt service payments totaling \$50 million as well as the modeled cash flow borrowing payback of \$25 million. The Debt Service amount starting in 2024 includes the TIFIA loan payback of approximately \$5.3 million annually.
- In alignment with Council Policy, the Preliminary CIP plan adds 2 years (2024-2025) for ongoing programs that maintain what is built before building new, totaling \$38 million. This includes projects such as the Overlay, Parks Refurbishment and Renovation, Major Maintenance, Neighborhood Sidewalks, and other similar programs.
- The Preliminary CIP budget also provides for recosting to a current project due to a change in cost with no change in scope, such as increased costs due to construction right of way. Recosting totals \$12 million over the 7-year period.
- The Preliminary CIP budget also provides for scope changes to projects that have a cost impact due to an enhancement or change in project scope. Examples include Bellevue Airfield Park Development scope change of \$10 million to complete design, permitting and construction of the park and \$1.6 million scope change to convert more street lighting to Light Emitting Diode (LED), and adding \$11.5 million to implement Bellevue’s adopted Affordable Housing Strategy. Total scope cost increase totals \$47 million.
- New projects (noted in the table above) account for \$36 million.
- Lastly, projects that traditionally have been programs that build new infrastructure yet are referred to as continuing programs, such as the Public Art program, Neighborhood Enhancement program, Park Planning and Design, and other similar programs account for \$19 million.



2019-2025 Preliminary Capital Investment Program Plan

Parks and Natural Areas Levy Update

The Parks & Natural Area levy was approved by the voters in 2008 to fund the \$40 million parks capital program over 20 years. The capital portion of the measure increased the property tax levy by \$3.4 million and will be collected over a total of 20 years, expiring in 2028. The Preliminary CIP adds \$6.8 million in years 2024 and 2025 (\$3.4 million annually) for a total of \$23.7 million over the 7-year CIP. This is in accordance with the voted ballot language.

2008 Parks and Natural Areas Levy Proposed Capital Projects

Original Voter Initiative Projects and Funding (stated in 2008\$)

Project Category	Recommended Funding Mix						
	Capital (\$M)	Annual M&O (\$000s)	Voter Initiative		City Match		Leveraging
			Capital (\$M)	Annual M&O (\$000s)	Capital (\$M)	Annual M&O (\$000s)	Capital (\$M)
Property Acquisition (P-AD-82)	\$ 30.0	\$ 50.0	\$ 10.0	\$ 15.0	\$ 10.0	\$ 35.0	\$ 10.0
Development Projects:							
Eastgate Area Properties (P-AD-83)	\$ 12.0	\$ 250.0	\$ 6.0	\$ 125.0	\$ 4.0	\$ 125.0	\$ 2.0
Surrey Downs (P-AD-86)	7.0	150.0	3.5	100.0	3.5	50.0	
Lewis Creek Phase II (P-AD-91)	4.0	50.0	2.0	25.0	2.0	25.0	
Downtown Park (P-AD-87)	10.0	150.0	5.0	75.0	5.0	75.0	
Trails (P-AD-89)	2.0	50.0	2.0	50.0			
Sportsfields (P-AD-84)	3.0	50.0	3.0	50.0			
Neighborhoods Parks (P-AD-88)	5.0	120.0	5.0	120.0			
Bellevue Botanical Garden (P-AD-85)	5.0	150.0	2.0	50.0	2.0	100.0	1.0
Bellevue Youth Theatre (P-AD-90)	5.0	150.0	2.0	50.0	2.0	100.0	1.0
Total:	\$ 83.0	\$ 1,170.0	\$ 40.5	\$ 660.0	\$ 28.5	\$ 510.0	\$ 14.0

Note: The chart displays the 2008 Levy Project list and project cost according to the 2008 ballot measure. The funding mix and total project costs are subject to change as projects are developed and constructed

Other key points of the levy:

- The ballot measure did not include specific timing of project completion; therefore, the 20-year capital levy included a project inflation factor of 5.5percent to help ensure that projects could be completed over the duration of the levy.
- Provided flexibility to amend the Parks capital program, by ordinance, as the council determines is in the best interest of the city.
- Provides flexibility to program available funding that best matches the timing of project costs and revenues.



2019-2025 Preliminary Capital Investment Program Plan

Levy Project Update: Below is a general timeline of all the capital projects included in the 2008 Parks levy:

Completed projects through 2018 include:

- Sports field Improvements at Newport Hills, Wilburton, and Hidden Valley,
- Lewis Creek Picnic Area,
- Trail Improvements focusing on Coal Creek,
- Bellevue Botanical Garden Visitors Center and Ravine Garden,
- Bellevue Youth Theatre at Crossroads Park,
- Bridle Trails Neighborhood Park,
- “Complete the Circle” and Inspiration Playground at Downtown Park, and
- Surrey Downs Park Development.

2019-2025 CIP projects include:

- Bellevue Airfield Park Development
- Gateway Northeast Entry at Downtown Park, and
- Property Acquisition funds for the next seven years.

2019-2025 Preliminary Parks Levy Package (\$000s)

Project		2019-2025 Preliminary Budget	Total Project Cost through 2025
P-AD-82	Park & Open Space Acquisition	9,825	19,478
Development Projects:			
P-AD-83	Bellevue Airfield Park Development	10,000	11,520
P-AD-100	Gateway NE Entry Downtown Park	5,250	8,250
Total:		\$ 25,075	\$ 39,248

Post 2025 Commitments include:

- Future development of a Neighborhood Park along Lake Sammamish, plus ongoing property acquisitions through 2028.



2019-2025 Preliminary Capital Investment Program Plan

2016 Fire Facilities Levy Update

In 2014, the Fire Department developed a master plan to prioritize its fire facilities projects. As a result, in November of 2016, Bellevue voters passed the Fire Facilities Levy that will raise approximately \$120 million over 20 years to address the needs identified in the master plan including:

- *Seismic retrofits:* Upgrade facilities to ensure that every fire station in Bellevue meets seismic standards to withstand a major earthquake and allow a first response in any emergency;
- *Build a new downtown fire station:* Construct a fire station to serve Bellevue’s fastest-growing neighborhood, taking response pressure off other neighborhood fire stations;
- *Upgrade existing fire stations:* Remodeling, expanding or replacing fire stations in Bellevue and aligning facilities to better serve the community; and
- *Logistics center space:* Obtain warehouse space to consolidate reserve equipment and to provide a central location for the repair of special equipment.

The Preliminary CIP adds \$14.2 million in years 2024 and 2025 (\$7.0 million in 2024 and \$7.2 million in 2025) for a total of \$47.6 million over the 7-year CIP.

The chart below lists the projects that will be funded by this Levy over the next 20 years. The first two projects on the list – Fire Station 10 and Fire Station 4 are included in this 2019-2025 Preliminary CIP.

Fire Facilities Levy Projects	
Facility	Project Detail
Fire Station 10 - NE Bellevue*	Construct new facility
Fire Station 4 – Factoria*	Land acquisition and construction of new facility for improvement of Ladder and Battalion Chief coverage
Fire Station 6 – Bridle Trails	Remodel to improve Ladder coverage
Logistics Center Warehouse	Consolidation of spare equipment and logistic services
Fire Station 1 – Downtown/West Bellevue	Meet current seismic code and upgrade facility infrastructure
Fire Station 2 – Eastgate	Meet current seismic code and upgrade facility infrastructure
Fire Station 3 – Crossroads	Meet current seismic code and upgrade facility infrastructure
Fire Station 7 – Wilburton	Meet current seismic code and upgrade facility infrastructure
Fire Station 8 – Lakemont	Meet current seismic code and upgrade facility infrastructure
Fire Station 9 – South Bellevue/Newcastle	Meet current seismic code and upgrade facility infrastructure

* - Included in the 2019-2025 Preliminary CIP



2019-2025 Preliminary Capital Investment Program Plan

Project Sequencing:

Due to growth in downtown and in other parts of NE Bellevue, Fire Station 10 is the plan's first priority, followed by Fire Station 4 in Factoria. Fire Station 6 and a Logistics Center would be the next priorities in an effort to relocate an existing ladder company to that facility and free up space in other facilities. Upgrades of remaining fire facilities would follow in an order of need that has yet to be determined as further study is required to prioritize these projects. Therefore, some flexibility will be needed to determine these project timelines.

Neighborhood, Safety and Connectivity Improvements Levy Update

Approved by voters in November 2016, the 20-year, Neighborhood Safety, Connectivity Improvements levy will help the city address a backlog of neighborhood safety, connectivity, sidewalk, bicycle, technology, congestion relief and maintenance projects. The Levy is projected to raise approximately \$140 million over 20 years. The Preliminary CIP adds \$17 million in years 2024 and 2025 (\$8.4 million in 2024 and \$8.6 million in 2025) for a total of \$57 million over the 7-year CIP.

All levy-funded projects originate from already established and ongoing programs, except for neighborhood congestion reduction projects. Council members designated \$2 million per year for the Neighborhood Congestion Reduction Program (CIP Plan No. PW-R-198) with the remaining levy funds dedicated toward safety, sidewalk, maintenance, bicycles and Intelligent Transportation Systems (ITS) projects (CIP Plan No. PW-R-199).

2019-2020 Levy-funded Projects

In the beginning of 2018, staff identified a set of projects for the 2019-2020 budget cycle to be funded by the levy revenue, using the following criteria:

- Project addresses a backlog project need
- Consistent with types of projects described in the levy ballot
- Project scopes preliminarily defined
- Opportunities to package similar projects to realize time and/or cost-savings
- Ability to complete project within approximately two years
- Opportunity to partner with other projects (e.g. Overlay Program, School District partnership, grant to leverage investment)
- Projects distributed throughout neighborhoods



2019-2025 Preliminary Capital Investment Program Plan

There are 46 projects scheduled to begin in years 2019 and 2020 as identified in the chart below. As with the first cycle of projects, it is expected that many projects will be scoped, designed and constructed by the end of 2020 and that complex projects will complete construction beyond 2020.

Neighborhood Congestion, Safety and Connectivity Levy Funded Projects (2019-2020)			
Program Category	Number of Projects	2019-2020 Amount (\$M)	Project Detail
Neighborhood Congestion Reduction	4	4.0	Construction of 150th Avenue Southeast southbound right turn lane if CIP proposal is approved, final design of top-ranked project from 2018 traffic studies, and school area traffic management.
Neighborhood Safety	15	3.5	Intersection, crosswalk, and traffic calming improvements. Some projects seek grants, are supported by other levy and non-levy funding, and include partnerships with schools and the Parks and Community Services Department. Projects stem from backlog project lists.
Neighborhood Sidewalk	8	3.0	Some projects seek grants, are supported by base program funding, and combined with levy-funded safety projects. Projects stem from backlog Neighborhood Sidewalk Program project list.
Bike Facilities	10	1.8	Continued enhancements to bike infrastructure downtown and in east Bellevue. Projects stem from Bicycle Rapid Implementation Program (BRIP).
Intelligent Transportation System	5	1.0	Continued upgrade of ITS communication network, traffic operations monitoring software, flashing yellow arrow deployment and private/public partnerships for transportation technology.
Maintenance	4	1.5	Citywide boardwalk repair/replacement, curb ramp repair in Eastgate and sidewalk panel repair on 112th Avenue Northeast and Northeast 24th Street.
Total:	46	\$14.8M	



2019-2025 Preliminary Capital Investment Program Plan

Transportation Infrastructure and Innovation (TIFIA) Loan Update

On June 9, 2017 the city and the United States Department of Transportation (USDOT) closed a Transportation Infrastructure and Innovation (TIFIA) loan of up to \$99.6 million to accelerate certain projects in the BelRed area. Annual debt service payment of approximately \$5.3 million is deferred until 2024, and it includes interest rate of 2.86 percent for the life of the bond.

The BelRed Street Network project consists of twelve multimodal roadways to support the new BelRed neighborhood in the heart of the city, as presented in the table below:

TIFIA Project List			
CIP Plan #	Project Title	Total Project Cost (\$M)	TIFIA Loan Amount
PW-R-160	NE 4th St, 116th Ave to 120th Ave NE	35.8	-
PW-R-161	120th Ave NE, NE 4th St to NE 7th St (Stage 1)	8.7	-
PW-R-164	120th Ave NE, NE 7th St to NE 12th St (Stage 2)	45.4	-
PW-R-166	124th Ave NE, NE Spring Blvd to Ichigo Way (NE 18th St)	29.2	-
PW-R-168	120th Ave NE, NE 12th St to NE 16th St (Stage 3)	23.6	-
PW-R-169*	124th Ave NE, NE 12th St to NE Spring Blvd	20.1	16.72
PW-R-170*	130th Ave NE, Bel-Red Road to NE 20th St	22.9	20.09
PW-R-172	NE Spring Blvd, 116th Ave to 120th Ave NE (Zones 1 A/B)	33.4	-
PW-R-173*	NE Spring Blvd, 120th Ave to 124th Ave NE (Zone 2)	26.0	22.62
PW-R-174	NE Spring Blvd, 130th Ave to 132nd Ave NE (WB)	3.4	-
PW-R-174*	NE Spring Blvd, 130th Ave to 132nd Ave NE (EB)	12.6	11.09
PW-R-181	NE Spring Blvd/East Link Property Acquisition (Pine Forest)	29.3	-
PW-R-191*	124th Ave NE, Ichigo Way (NE 18th St) to Northup Way	30.8	29.08
Total:		321.2	99.6

* TIFIA loan supported project



2019-2025 Preliminary Capital Investment Program Plan

This network will provide convenient access and short travel times within and outside the corridor for drivers, transit riders, vanpools, access vans, bicyclists, and pedestrians, while minimizing spillover traffic impacts on adjoining neighborhoods. The Sound Transit East Link light rail extension – anticipated to open for service in 2023 – will serve the corridor transit spine, with three stations planned in the heart of the neighborhood. Collectively this project will provide:

- Nearly 10 new lane miles of roadway
- 25,000 linear feet of sidewalk
- 21,000 linear feet of bike lanes
- More than 5.5 acres of water quality treatment facilities
- About 90 new and upgraded curb ramps, and about 90 other pedestrian access improvements, compliant with the Americans with Disabilities Act (ADA)

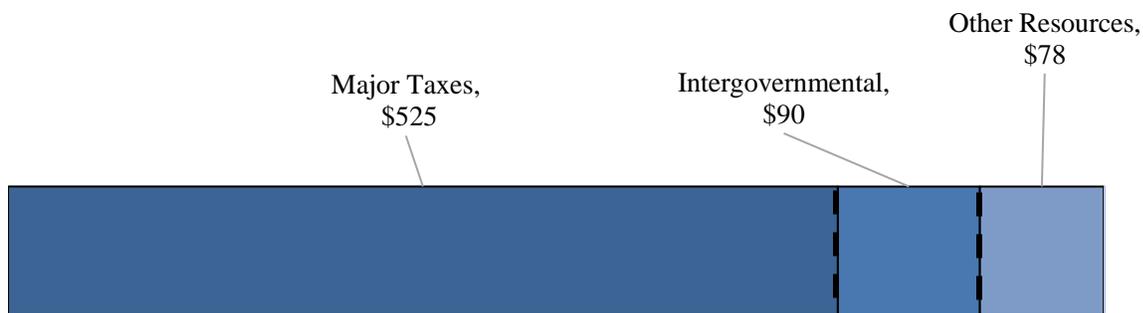
Four projects have already been completed including:

- NE 4th Street project from 116th Avenue to 120th Avenue NE,
- First stage of the 120th Avenue NE corridor from NE 4th Street to NE 7th Street,
- 120th Ave NE, NE 7th St to NE 12th St (Stage 2), and
- 120th Ave NE, NE 12th St to NE 16th (Stage 3).

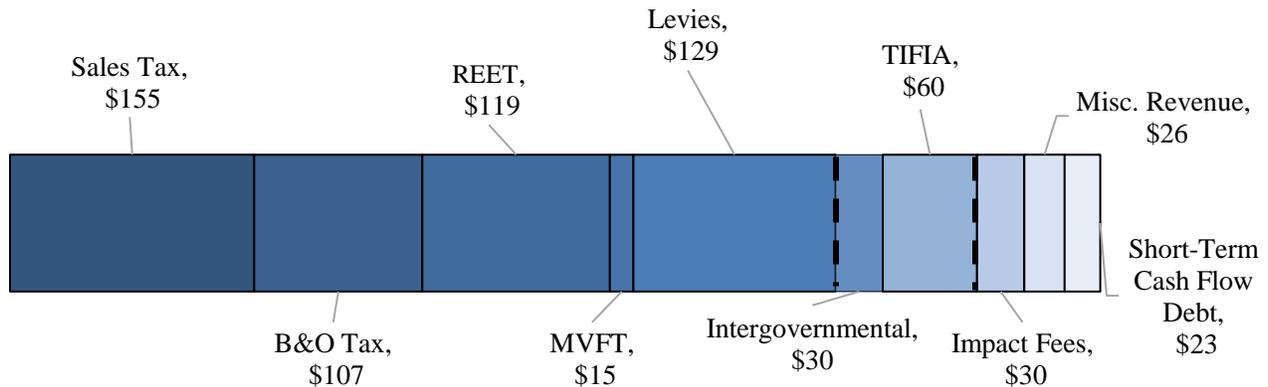
Funding Resources

The city relies on a variety of sources to fund capital projects. The 2019-2025 Preliminary CIP plan funding sources total \$693 million, split into four main categories – major taxes (including levies), intergovernmental revenues (including TIFIA, state, and federal grants), other resources (including private contributions, impact fees, and transfers from other funds). The following section describes and highlights notable assumptions about these funding sources for the 2019-2025 General CIP Preliminary Budget.

Major Revenue Categories



Further Breakdown of Major Revenue Categories





2019-2025 Preliminary Capital Investment Program Plan

Major Taxes (Including Levies) – \$525 million

Major taxes comprise 76 percent of the General CIP revenue base. The major taxes are sales tax, business and occupation (B&O) tax, property tax (includes parks levy, fire facilities levy, neighborhood congestion, safety and connectivity levy), real estate excise taxes (REET), and motor vehicle fuel tax (MVFT). The chart below shows the breakdown of major taxes.

Major Taxes Forecast - \$525 million



Both sales and B&O revenue streams are forecasted to grow strong in 2019 and 2020 then slows down to a moderate pace, and property tax is projected to increase by new construction growth, which is assessed by King County and the 1 percent councilmanic increase in 2019 and 2020, then the out years assume new construction growth only starting in 2021. The three voter-approved levies continue to supplement the city and external funds, allowing major parks development projects to be completed in a phased approach where appropriate. More detailed levy information is found in the previous CIP section.

- Sales Tax** – RCW 82.14 authorizes the city to collect sales tax. Sales tax is imposed on the sale of most goods and some services. This tax is remitted to the state by businesses and in turn, the state provides the city with a portion of this revenue monthly. The total sales tax rate is 10.0 percent in Bellevue and the city receives 0.85 percent of this rate. The projected sales tax collection in the 2019-2025 Preliminary CIP plan is \$155.4M. A detailed explanation of the distribution of sales tax for use in General Fund operations and the CIP can be found in Chapter 8.
- Real Estate Excise Tax** – RCW 82.46 establishes Real Estate Excise Tax (REET) collection for cities. REET is levied on all sales of real estate. The rate is 0.5 percent of

2019-2025 Preliminary Capital Investment Program Plan

the selling price of the property. The first 0.25 percent of local REET must be used to fund capital facilities expenditures that have been identified in the city's comprehensive plan. The second 0.25 percent of local REET revenues must also be used to fund capital facilities. In accordance with city ordinance, REET dollars are divided between Transportation and Parks projects evenly. The 2019-2025 Preliminary CIP plan projects REET collections to be \$119.4 over the seven years.

- ***Business and Occupation Tax*** – RCW 35.21.710 authorizes the city to collect Business and Occupation s (B&O) Tax. B&O Tax is made up of two components: gross receipts tax and square footage tax. The gross receipts B&O Tax is primarily measured on gross proceeds of sales or gross income. The square footage B&O Tax applies to businesses who's in-city activities produce gross revenue indirectly, such as at headquarter locations. In accordance with city code, businesses are charged 0.03 percent to fund CIP projects and 0.0098 percent for Transportation CIP projects. The projected B&O tax collection is \$106.9M in the Preliminary CIP plan. A more detailed explanation of the B&O Tax is in Chapter 8.
- ***Motor Vehicle Fuel Tax*** – RCW 82.38.030 authorizes the Motor Vehicle Fuel Tax (MVFT). The MVFT is assessed on every gallon of gasoline purchased in the State of Washington. The state then distributes the money to counties and municipalities on a per-capita basis. The City of Bellevue's share of MVFT is divided evenly between the General Fund operating budget and the CIP. The Preliminary CIP plan forecasts \$15M in MVFT collections over the 7-years.
- ***Parks Levy*** – Parks & Natural Area levy was approved by the voters in 2008 to fund the \$40 million parks capital program over 20 years. The capital portion of the measure increased the property tax levy by \$3.4 million and will be collected over a total of 20 years, expiring in 2028. The maintenance portion of the levy provides \$660,000 in ongoing funding and does not have a time limitation. The Preliminary CIP adds \$6.8 million in years 2024 and 2025 (\$3.4 million annually) for a total of \$23.7 million over the 7-year CIP. This is in accordance with the voted ballot language.
- ***Fire Facilities Levy*** – In November of 2016, Bellevue voters passed the Fire Facilities Levy that will raise approximately \$120 million (in 2016 dollars) over 20 years to seismically retrofit fire stations, build a new Downtown fire station, realign and upgrade existing fire facilities to better serve the community, and obtain logistics center warehouse space. The Preliminary CIP adds \$14.2 million in years 2024 and 2025 (\$7.1 million annually) for a total of \$47.6 million over the 7-year CIP.
- ***Neighborhood Congestion, Safety and Connectivity Levy*** – Also passed by the voters in November 2016, the Neighborhood Congestion, Safety and Connectivity levy will help the city address a backlog of neighborhood safety, connectivity, sidewalk, bicycle, technology, congestion relief and maintenance projects. The Levy is projected to raise approximately \$140 million (in 2016 dollars) over 20 years. The Preliminary CIP adds \$17 million in years 2024 and 2025 (\$8.5 million annually) for a total of \$57 million over the 7-year CIP. This is in accordance with the voted ballot language.

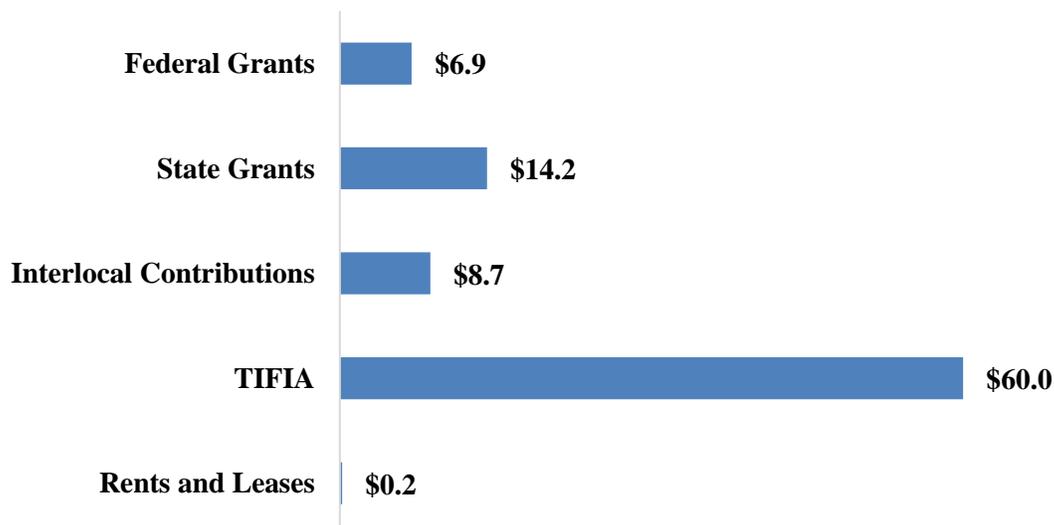


2019-2025 Preliminary Capital Investment Program Plan

Intergovernmental Revenue – \$90 million

- Federal and State Grants.** The forecast includes \$21.1 million in federal and state grants. Following past practice of conservatism in forecasting grant revenues, only those grants that have already been awarded or are highly likely to be awarded are included in the projection. The details of the federal and state grants included can be found on the project specific revenue page.
- Interlocal Contributions.** In addition to the above revenues, the forecast includes a variety of intergovernmental sources, including contributions from Sound Transit, King County, Washington State Department of Transportation, City of Redmond, and Points Communities. The Intergovernmental Revenue Forecast also contains revenue from Rents and Leases. More details on the interlocal contributions can be found on the project specific revenue page.
- Transportation Infrastructure and Innovation (TIFIA) loan** – On June 9, 2017, the city closed a TIFIA loan in the amount of \$99.6 million in project proceeds at a closing interest rate of 2.86 percent. Debt service payment of 35 years will begin in 2024. This is 2 years post substantial completion of the BelRed Street Network Project – a combination of 12 multimodal roadways to support the new BelRed neighborhood in the heart of the city. TIFIA is a reimbursement-based loan, where the city will expend costs, and then the United States Department of Transportation will reimburse in the form of a loan. Interest that accrues prior to the first debt service payment will be capitalized. Under the loan agreement, the first debt service payment is in 2024. The Preliminary 2019-2025 CIP estimates the annual payment at \$5.3 million. The actual debt service payment will not be known until substantial completion in 2023.

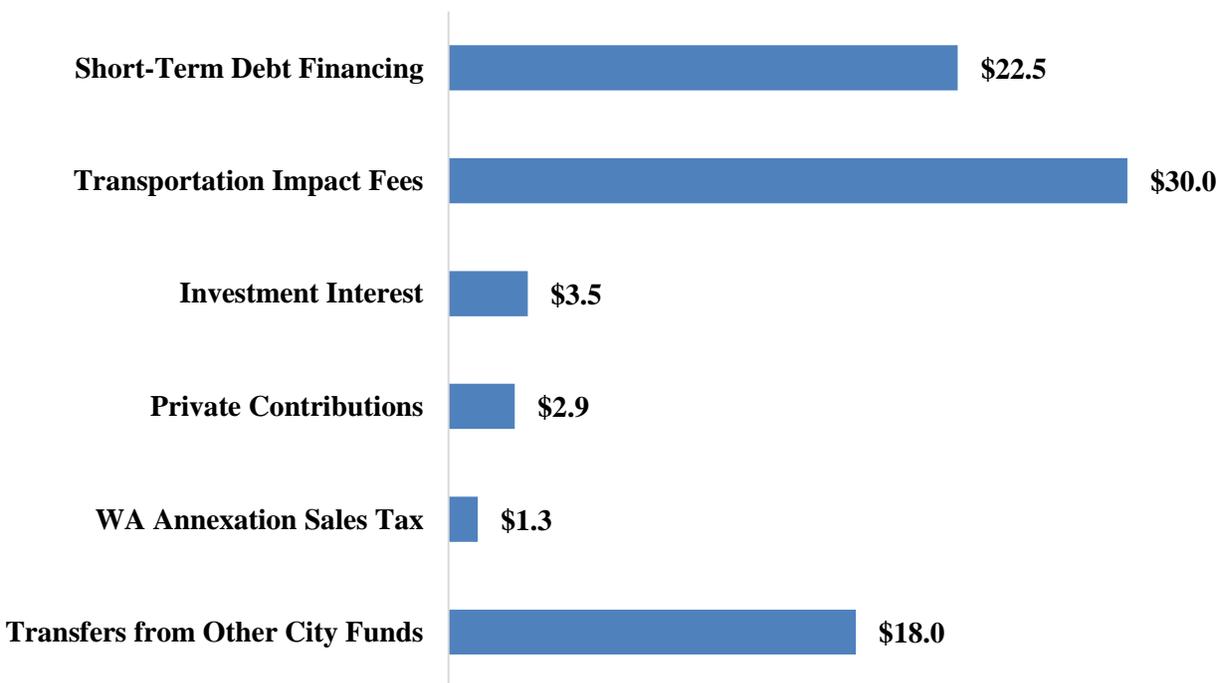
Intergovernmental Revenue Forecast - \$90 million



Other Resources – \$78 million

- Impact Fees.** Impact fees are charged to new development projects to provide revenue to build infrastructure to service the population growth attributed to the new development. The CIP includes funding from impact fees to build transportation related projects. In the 7-year CIP, a total of \$30 million of impact fees are estimated to be collected from development to support projects. Majority of the impact fee collection comes from spring district and downtown projects.
- Miscellaneous Revenues.** In addition to the above revenue sources, the forecast includes a variety of miscellaneous sources, including private contributions, sale of fixed assets, transfers from other city funds, annexation sales tax, and investment interest. Details of the appropriate project specific revenue contributions can be found on the project specific revenue page.
- Short Term Modeled Debt Financing.** The Preliminary CIP Modeled cash flow borrowing totals \$22.5 million. The cash flow borrowing is not anticipated to be issued, and staff will not be asking council for issuance at this time. If it is needed in future, staff will return to council to address. The expenditure for the payback of the cash flow borrowing includes an additional \$2 million of interest costs over the 7-year timeframe. This is consistent with the city’s Comprehensive Finance Management Policies regarding the use of Debt in the CIP (*Financial Policy – XI.N*).

Other Resources Forecast - \$78 million





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2019-2025 General Capital Investment Program (CIP) - Project Specific Revenue

Department	CIP Plan #	CIP Plan Name	2019	2020	2021	2022	2023	2024	2025	Total 2019-2025
Federal Grant										
Transportation	PW-M-1	Overlay Program	1,500,000	-	-	-	-	-	-	1,500,000
Transportation	PW-R-172	NE Spring Blvd (Zone 1) - 116th to 120th Avenues NE	-	5,417,500	-	-	-	-	-	5,417,500
	Subtotal Federal Grant		1,500,000	5,417,500	-	-	-	-	-	6,917,500
Grants										
Transportation	PW-M-20	Minor Capital - Signals and Lighting	175,000	-	-	-	-	-	-	175,000
Transportation	PW-W/B-83	Mountains to Sound Greenway Trail - Factoria Crossing	14,000,000	-	-	-	-	-	-	14,000,000
	Subtotal Grants		14,175,000	-	-	-	-	-	-	14,175,000
Interlocal										
Parks	P-AD-79	King County Parks Levy	414,000	-	-	-	-	-	-	414,000
Transportation	PW-M-1	Overlay Program	-	148,200	-	-	-	-	-	148,200
Transportation	PW-W/B-83	Mountains to Sound Greenway Trail - Factoria Crossing	1,055,000	1,000,000	-	-	-	-	-	2,055,000
Fire	PS-16	Fire Facility Maintenance	354,309	244,032	256,234	269,044	282,498	296,623	311,454	2,014,194
Parks	P-AD-82	Park & Open Space Acquisition (Levy)	1,888,500	-	-	-	-	-	-	1,888,500
Parks	P-AD-96	Mercer Slough East Link Mitigation	100,000	1,400,000	640,000	-	-	-	-	2,140,000
	Subtotal Interlocal		3,811,809	2,792,232	896,234	269,044	282,498	296,623	311,454	8,659,894
Rents and Leases										
Parks	P-R-11	Parks Renovation & Refurbishment Plan	30,000	30,000	30,000	30,000	30,000	30,000	30,000	210,000
	Subtotal Rents and Leases		30,000	30,000	30,000	30,000	30,000	30,000	30,000	210,000
Transfers from Other City Funds										
Parks	P-R-02	Enterprise Facility Improvements	100,000	100,000	100,000	100,000	100,000	100,000	100,000	700,000
CS	G-113	Facility Services Major Maintenance	2,314,526	1,230,000	1,540,000	1,390,000	1,165,000	1,135,000	1,000,000	9,774,526
Transportation	PW-M-20	Minor Capital - Signals and Lighting	173,000	52,000	-	-	-	-	-	225,000
Parks	P-AD-104	Meydenbauer Bay Park Planning and Design	-	500,000	1,000,000	1,000,000	-	500,000	500,000	3,500,000
Transportation	PW-R-202	150th Ave SE at SE Newport Way	2,500,000	-	-	-	-	-	-	2,500,000
	PW-R-194	West Lake Sammamish Parkway Phase 3	-	-	-	-	-	1,300,000	-	1,300,000
	Subtotal Transfers from Other City Funds		5,087,526	1,882,000	2,640,000	2,490,000	1,265,000	3,035,000	1,600,000	17,999,526
Annexation Sales Tax										
Transportation	PW-M-19	Major Maintenance Program	1,200,000	-	-	-	-	-	-	1,200,000
Transportation	PW-M-20	Minor Capital - Signals and Lighting	100,000	-	-	-	-	-	-	100,000
	Subtotal Annexation Sales Tax		1,300,000	-	-	-	-	-	-	1,300,000
Private Contributions										
Transportation	PW-M-20	Minor Capital - Signals and Lighting	62,300	62,300	62,400	-	-	-	-	187,000
Parks	P-R-11	Parks Renovation & Refurbishment Plan	26,698	27,365	28,049	28,751	29,469	30,206	-	170,538
Transportation	PW-R-173	NE Spring Boulevard (Zone2) - 120th to 124th Aves N (TIFIA)	1,156,000	-	-	-	-	-	-	1,156,000
Transportation	PW-R-173	NE Spring Boulevard (Zone2) - 120th to 124th Aves N (TIFIA)	600,000	-	-	-	-	-	-	600,000
Parks	P-AD-103	Bel-Red Parks & Streams	816,680	-	-	-	-	-	-	816,680
	Subtotal Private Contributions		2,661,678	89,665	90,449	28,751	29,469	30,206	-	2,930,218

Total Project Specific Revenue: \$ 28,566,013 \$ 10,211,397 \$ 3,656,683 \$ 2,817,795 \$ 1,606,967 \$ 3,391,829 \$ 1,941,454 \$ 52,192,138



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Utilities 2019-2025 Capital Investment Program

Executive Summary:

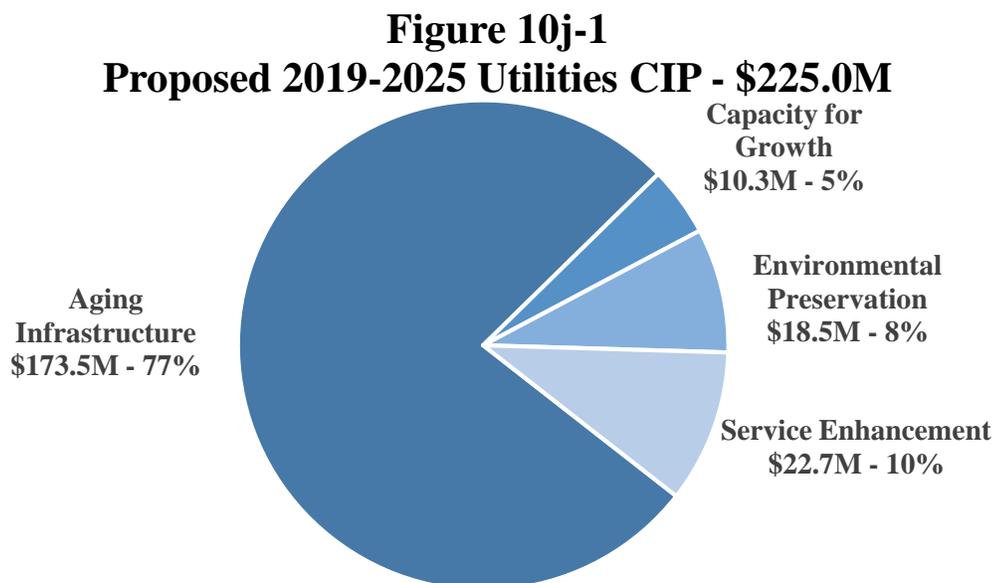
The Utilities 2019-2025 Capital Investment Program (CIP) is a plan and budget for major utility system improvements that will be implemented over a seven-year period. The Adopted Utilities CIP Plan totals \$225 million and defines investments for three utilities -- Water, Sewer, and Storm and Surface Water.

Key drivers for the 2019-2025 CIP are:

- Renewing and replacing aging infrastructure
- Adding system capacity to support anticipated growth
- Preserving the natural environment
- Maintaining and enhancing customer service

Overview

The city's utility infrastructure is aging, and increased maintenance and capital investment are inevitable. The proposed 2019-2025 Utilities CIP, summarized in the chart below, will enable Utilities to responsibly maintain and replace aged assets thereby avoiding an increase in system failures and a degradation of service to customers, provide capacity to support economic growth, meet regulatory requirements, and maintain and enhance service delivery to customers.



Aging Infrastructure

Utilities owns, operates, and maintains over \$3.5 billion of infrastructure assets, with over 1,600 miles of pipeline, 24 water reservoirs, 68 pump stations, and 62 pressure zones. The pipeline infrastructure was primarily constructed in the 1950s and 1960s, and most of the assets are well past midlife. As the infrastructure ages, it becomes less reliable and more failures occur. As a result, the cost to operate, maintain, rehabilitate, and replace the various assets increases. Over the next 75 years, approximately \$2.4 billion will be needed to renew or replace infrastructure within the three utilities. System renewal is and will continue to be the most significant driver of the Utilities CIP.

Utilities has a strategic asset management plan in place to maintain customer service by minimizing system failures and to mitigate future rate spikes through proactive planning focused on optimal system life costs.

Each utility is in a different stage of system replacement; therefore, the size of the CIP differs for each utility. The Water Utility is in active system replacement and represents 72% of the proposed 2019-2025 Utilities CIP funds for aging infrastructure projects. The Sewer Utility is just beginning systematic infrastructure replacement. The Storm and Surface Water Utility has not started systematic infrastructure replacement and have been focused on condition assessment to determine future infrastructure renewal and replacement needs.

Capacity for Growth

Bellevue's downtown was rezoned in 1981 to create an urban core, and since that time, multifamily and commercial growth continues to transform this area. In addition, the city's Bel-Red area was rezoned in 2009 to allow increased density. This area is expected to continue to undergo significant redevelopment, with accompanying infrastructure needs in all three utilities.

Protecting Waterways/Reducing Flooding

Bellevue's storm and surface water utility was established in 1974 — one of the first in the nation. The city's philosophy emphasizes storm water management to reduce the risk of flooding, and to protect and enhance the city's streams, lakes, and wetlands. This is accomplished in large part by improving culverts, stream restoration, improving fish passage, and reducing flood hazards through storm water infrastructure projects.

Maintaining and Enhancing Customer Service

Smart Water Meter Program - Starting in 2019 Bellevue Utilities will replace all customer water meters with new Smart Water Meters. The largest benefits to customers will be early detection of water leaks inside their homes and the ability to proactively control their water usage. The new meters will wirelessly transmit customer water usage data. Meter readers will no longer need to visit homes and customers will be able to monitor their water usage in near real time.

Operations and Maintenance Facility Land Acquisition - Utilities needs an additional maintenance facility in the North End of Bellevue to better serve our customers by maximizing efficiencies and improving emergency response. The current operations and maintenance facilities are operating at or near capacity and will not meet all of Utilities operational needs to service the community into the future.

Infrastructure Renewal and Replacement Account

Recognizing that the cost to replace Utilities aging infrastructure is significant, the Bellevue City Council established the Renewal and Replacement (R&R) Account in 1995 for future system infrastructure renewal and replacement as identified in the Utilities CIP. Bellevue's long-term infrastructure funding strategy is to build rate revenues gradually over time to achieve a pay-as-you-go capital program and use the R&R funds to address the peak capital needs. Through proactive planning consistent with Utilities financial policies, capital funding for current and future infrastructure needs are collected and invested in capital infrastructure or deposited into the R&R account enabling infrastructure replacement when needed, all while managing utility rate impacts and maintaining intergenerational equity. By establishing the R&R Account strategically and continuing to update and refine a 75-year financial model, Bellevue Utilities is better prepared than many utilities to meet increasing infrastructure replacement requirements while maintaining customer service.

Water System

Over 600 miles of pressurized water pipeline, 24 reservoirs, 22 pump stations, 62 pressure zones, and 5,800 fire hydrants comprise the backbone of Bellevue's water system. Most of the pipe network was built 30-50 years ago and is past its midlife. About 40 percent of the pipes are asbestos cement (AC), with the small diameter AC pipes having the shortest life. The rest of the water system pipes are predominantly ductile or cast iron, with an average expected life of 125 years.

Based on pipe age and life cycle assessments, Bellevue Utilities determined 10 years ago that a ramp-up of the water main replacement rate was necessary to maintain system functionality and meet customer service levels for the future. 2018 will be the first year Utilities achieved the 5-miles AC water line replacement annual target.

Although the water system will not need to expand very much because the city is essentially built out geographically, two areas of the city have been rezoned for higher density development – downtown and the Bel-Red Corridor. Because these two areas are expected to grow in the next 15 years, new water system infrastructure with increased capacity (pipes and reservoir storage) will be needed to meet that anticipated growth.

Proposed 2019-2025 Water Utility CIP: \$147.6 million

What type of projects are needed and why?

- ◆ A significant portion of the Drinking Water Utility's 7-year CIP addresses replacement of aging infrastructure and rehabilitation of systems. Through its asset management program, Utilities actively assesses whether the entire system needs replacement or just components. A good example is when a pump needs replacing, but the pump station that houses it does not. A total of \$125.2 million is budgeted for replacement and rehabilitation of aging infrastructure.
- ◆ The Bellevue drinking water system is complex due to Bellevue's topography which ranges from 20 feet above sea level on the shores of Lake Washington to over 1,400 feet above sea level near Cougar Mountain. Sometimes gravity is all that is needed to deliver water to residents and businesses. In other areas, pumps are required to move water to reservoirs or directly to customers. To equalize the water pressure through the system, Pressure Reducing Valves may be needed to ensure that water is delivered to neighborhoods with appropriate pressure. Like all mechanical devices, these valves wear out and need to be replaced. Utilities has budgeted \$2.2 million for this effort.
- ◆ Similarly, reservoirs experience wear and tear and occasionally, depending on age, require structural upgrade or replacement, plus retrofitting for earthquakes. With 24 reservoirs in the system, Utilities is spending \$16.6 million to ensure water is consistently available, even after emergencies, for peak demands and to fight fires.
- ◆ New growth brings with it many challenges, including increased water needs. Utilities continues to look at and provide means to satisfy these demands either through expansion of existing storage and supply inlet facilities or by optimizing system operation. The cost is estimated to be \$6.8 million in new or improved infrastructure.

- ◆ The current manual meter reading program faces the following challenges: customers have access to water usage data only once every two months; the existing system does not allow for timely detection of leaks; and almost half of existing meters are at or approaching the end of their useful life. To address these challenges all meters are being replaced with Smart Water Meters. \$10.3 million is allocated to the Water Utility CIP to complete this program.
- ◆ As Bellevue continues to grow, there is a critical need for utility operational facilities to meet the current and future needs in an efficient and timely manner. The current operational facilities are operating at or near capacity and will soon be unable to meet our service needs. Utilities is looking to add a new maintenance facility in the North End which will provide needed space for continued growth, improved efficiencies through reduced travel times and improved emergency response. The initial cost estimates for the land acquisition is \$8.0 million, of which \$5.3 million will be provided by the Water Utility CIP.

The following table is a list of the Water Utility CIP Plans included in the 2019-2025 Proposed Budget:

Figure 10j-2
Water CIP Overview

CIP Plan Number	Description	2019-2025 Proposed Budget (\$000)
W-16	Asbestos Cement Water Main Replacement	\$ 79,239
W-67	Pressure Reducing Valves	\$ 2,208
W-69	Minor Capital Improvement Projects	\$ 3,484
W-82	Fire Hydrant Standardization	\$ 263
W-85	Reservoir Rehabilitation or Replacement	\$ 16,567
W-91	Water Pump Station Rehabilitation or Replacement	\$ 18,455
W-98	Large Commercial Meter Vault Replacement	\$ 963
W-99	Service Lines & Saddle Replacement	\$ 1,664
W-103	Reservoir Storage for Downtown	\$ 1,576
W-104	Water Supply for W. Bellevue	\$ 2,319
W-105	NE 15th Multi Modal Corridor	\$ 1,569
W-105-B	Water Facilities for Spring Blvd Bank	\$ 1,301
W-108	Advanced Metering Infrastructure Implementation - Water	\$ 10,307
W-110	NE 40th and Enatai Inlet Supply	\$ 2,378
W-111	Operations and Maintenance Land Acquisition - Water	\$ 5,333
Water Utility CIP Total		\$ 147,626

Sewer System

Bellevue's sewer system, comprised of over 600 miles of pipes, 46 pump stations, and 34 major connections to the King County wastewater system, is more than halfway through its useful life. Ongoing condition assessments, coupled with monitoring of sewer overflows and resulting damage claims, help in planning for replacement of sewer system assets. Much of the system will soon need significant repair or replacement.

For the sewer system, replacement of pipeline infrastructure is only just beginning. In many cases, repair of pipe defects has been and will continue to be a cost-effective way to extend the life of sewer pipes. However, to continue to deliver safe, reliable sewer service, a significant increase in capital investment for pipeline replacement will be necessary. Pipes that convey sewage along the shores of Lake Washington and Lake Sammamish (lake lines) will be particularly difficult and expensive to replace.

Typically, sewer systems rely on gravity sewers to pass flows to major regional lines ("trunklines"). In some locations, pump stations are needed to lift the sewage to higher levels to again take advantage of gravity flow. For the lake lines, low-pressure flush stations periodically "flush" the sewer lake lines with lake water to keep sewerage flowing in the pipes. Pump and flush stations have electrical and mechanical components that must be replaced every 25-40 years.

As with the water system, increased system capacity (larger pipes and pump stations) will be needed to meet new growth in the downtown area and Bel-Red Corridor as these two areas develop to higher density zoning.

Proposed 2019-2025 Sewer Utility CIP: \$45.9 million

What types of projects are needed and why?

- ◆ A major portion of the work for the Sewer Utility's 7-year CIP addresses replacement of aging infrastructure and rehabilitation of systems. Sewer pump stations needing upgrades or replacement have significant costs associated with them. Utilities has budgeted \$34.6 million for replacement of pipe infrastructure and rehabilitation of systems such as pumping (lift) stations.
- ◆ A significant infrastructure program, currently in the planning stage, is the replacement of sewer pipelines submerged along the shores of Lake Washington. These lake lines comprise about 15 miles of infrastructure and will require replacement over the next 10 years. Utilities also owns and operates 4 miles of lake lines in Lake Sammamish; however, replacement is not expected until 2060. Due to the complexity and expense associated with lake line work, Utilities has budgeted \$0.7 million for program planning work within the current CIP horizon.
- ◆ Similar to the Water Utility CIP, Sewer Utility CIP investment is necessary to accommodate future growth within the downtown and BelRed corridor. Utilities has budgeted \$3.5 million for this work. This cost is reimbursed by new development.

- ◆ For Bellevue’s aging manual read water metering system – water use informs sewer charges assessed to customers – Utilities has budgeted a \$4.4 million in the Sewer Utility CIP to complete the Smart Water Meter Program.
- ◆ As our infrastructure continues to age and the service area continues to expand and develop, our current maintenance facilities will soon be unable to meet our service needs. Utilities is looking to add a new maintenance facility in the North End which will provide needed space for continued growth, improved efficiencies through reduced travel times and improved emergency response. The initial cost estimates for the purchase of land is \$8.0 million, of which \$2.7 million will be provided by the Sewer Utility CIP.

The following table is a list of the Sewer Utility CIP Plans included in the 2019-2025 Proposed Budget:

Figure 10j-3
Sewer CIP Overview

CIP Plan Number	Description	2019-2025 Proposed Budget (\$000)
S-16	Sewage Pump Station Improvements	\$ 7,793
S-24	Sewer System Trunk Rehabilitation	\$ 11,467
S-32	Minor Capital Improvement Projects	\$ 576
S-58	Sewer Lake Line Replacement Program	\$ 156
S-60	Wilburton Sewer Capacity Upgrade	\$ 158
S-61	Midlakes Pump Station Improvements	\$ 3,355
S-66	Sewer System Pipeline Replacement Program	\$ 14,455
S-67	I&I Investigations and Flow Monitoring	\$ 316
S-108	Advanced Metering Infrastructure Implementation - Sewer	\$ 4,418
S-71	Lakeline Sewer Replacement	\$ 581
S-111	Operations and Maintenance Land Acquisition - Sewer	\$ 2,667
Sewer Utility CIP Total		\$ 45,942

Storm and Surface Water System

Bellevue's storm and surface water system is comprised of over 400 miles of pipes, 81 miles of open streams, over 20,000 storm water catch basins, culverts, local detention facilities, and large regional detention and water quality facilities. Because much of the infrastructure was built by King County and private developers before the Storm and Surface Water Utility was created in 1974, information is limited regarding the system's condition. The Storm Water Utility is unique in that drainage is a combination of publicly and privately-owned components working together to carry water to lakes, streams, and wetlands.

Annual capital investment increases will be needed to replace infrastructure prior to failure to prevent property damage and protect the environment. To date, infrastructure replacement has consisted primarily of replacing some major culverts in danger of failure and that were known to be barriers to fish migration. Additional information is being collected to determine asset inventory and condition, which will result in a more complete and accurate forecast for predicting appropriate timing for asset replacement. Preventing damage from storms is integral to the Storm Water Utility's mission. Flood protection and projects to restore stream health and environmental habitat are key components of the Storm & Surface Water Utility CIP program.

Proposed 2019-2025 Storm and Surface Water Utility CIP: \$31.5 million

(Approximately \$10.3 million will be funded in this time period through the King County Flood Control Zone District.)

What types of projects are needed and why?

- ◆ Flood control is a vital component of Bellevue Utilities storm water management work. The Lower Coal Creek Flood Hazard Reduction Project is a \$14 million project in total funded by the King County Flood Control District. It will ease flooding in the Newport Shores neighborhood through replaced culverts and relocated storm water outfalls. The district also assists in funding smaller projects throughout the city, with the utility receiving around \$600,000 a year. The Storm & Surface Water Utility is budgeting \$6.1 million to complete the Lower Coal Creek project and \$5.8 million for other flood control projects for the 7-year CIP horizon.
- ◆ Utilities rehabilitates or replaces defective drainage pipelines and rehabilitates roadside ditches annually. With close to 400 miles of piped system alone, this program will continue in perpetuity. The 7-year CIP planning horizon allocates \$10.5 million toward this effort.
- ◆ The stream channel modification program works to resolve unstable stream sections on public land to protect banks, in-stream habitat, and sediment movement. The budget for this work is \$3.6 million.
- ◆ Nine critical publicly-owned culverts remain as full or partial fish passage barriers. Bellevue Utilities works closely with State Department of Fish and Wildlife regulators to replace these culverts with new designs that allow for fish passage. The budget for this effort is \$2.5 million.

The following table is a list of the Storm & Surface Water Utility CIP Plans included in the 2019-2025 Proposed Budget:

Figure 10j-4
Storm and Surface Water CIP Overview

CIP Plan Number	Description	2019-2025 Proposed Budget (\$000)
D-59	Minor Capital Improvement Projects	\$ 2,052
D-64	Infrastructure Rehabilitation Program	\$ 10,457
D-81	Fish Passage Improvement Projects	\$ 2,533
D-86	Stream Channel Modification Program	\$ 3,642
D-94	Flood Control Program	\$ 5,790
D-103	Replace Coal Creek Pkwy Culvert	\$ 26
D-104	Stream Restoration for M&I	\$ 108
D-105	Replace NE 8th St Culvert at Kelsey Creek	\$ 136
D-106	Lower Coal Creek Flood Hazard Reduction	\$ 6,128
D-107	Storm Water Video Inspection	\$ 246
D-109	Storm Water Quality Retrofit Kelsey Creek	\$ 342
Storm & Surface Water Utility CIP Total		\$ 31,460



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2009-2015 CIP Plan
2019-2025 Utilities CIP Proposed Project Expenditures
City of Bellevue 2019-2020 Preliminary Budget

CIP Plan No.	Project Name	2018 Approp. To Date	2019 Estimate	2020 Estimate	2021 Estimate	2022 Estimate	2023 Estimate	2024 Estimate	2025 Estimate	2019-2025 Total	New Total Project Budget
WATER CIP											
W-16	Small Diameter Water Main Replacement	83,042,885	16,040,000	9,914,000	10,113,000	10,317,000	10,736,000	10,950,000	11,169,000	79,239,000	162,281,885
W-67	Pressure Reducing Valve (PRV) Rehabilitation	9,401,971	-	-	424,000	433,000	441,000	451,000	459,000	2,208,000	11,609,971
W-69	Minor (Small) Water Capital Improvement Projects	5,967,619	1,546,000	238,000	305,000	357,000	320,000	397,000	321,000	3,484,000	9,451,619
W-82	Fire Hydrant Standardization	1,614,497	143,000	120,000	-	-	-	-	-	263,000	1,877,497
W-85	Reservoir Rehabilitation or Replacement	11,950,477	1,284,000	4,585,000	3,470,000	1,570,000	2,127,000	1,833,000	1,698,000	16,567,000	28,517,477
W-91	Water Pump Station Rehabilitation or Replacement	10,209,473	5,224,000	3,348,000	2,908,000	2,554,000	1,045,000	832,000	2,544,000	18,455,000	28,664,473
W-98	Replacement of Large Commercial Water Meters	3,649,163	-	120,000	122,000	125,000	195,000	199,000	202,000	963,000	4,612,163
W-99	Water Service Line and Saddle Replacement	2,742,500	-	263,000	268,000	274,000	281,000	286,000	292,000	1,664,000	4,406,500
W-103	Increase Drinking Water Storage Availability for West Op Area	1,763,086	1,576,000	-	-	-	-	-	-	1,576,000	3,339,086
W-104	New Water Inlet Station	2,910,000	2,319,000	-	-	-	-	-	-	2,319,000	5,229,000
W-105	Water Facilities for NE 15th Multi Modal Corridor	623,000	877,000	226,000	231,000	235,000	-	-	-	1,569,000	2,192,000
W-105-B	Water Facilities for NE 15th Multi Modal Corridor (Bank)	1,304,957	-	-	250,000	255,000	260,000	265,000	271,000	1,301,000	2,605,957
W-108	Advanced Metering Infrastructure (AMI) Implementation (Water)	5,854,800	8,207,000	2,100,000	-	-	-	-	-	10,307,000	16,161,800
W-109	Richards Road Inlet Supply Satation Improvements	500,000	-	-	-	-	-	-	-	-	500,000
W-110	NE 40th and Enatai Inlet Water Station	200,000	416,000	1,698,000	54,000	210,000	-	-	-	2,378,000	2,578,000
W-111	Operations and Maintenance Land Acquisition - Water	-	5,333,000	-	-	-	-	-	-	5,333,000	5,333,000
TOTAL WATER CIP		141,734,428	42,965,000	22,612,000	18,145,000	16,330,000	15,405,000	15,213,000	16,956,000	147,626,000	289,360,428
SEWER											
S-16	Sewage Pump Station Improvements	14,704,155	1,307,000	815,000	1,204,000	1,402,000	1,212,000	839,000	1,014,000	7,793,000	22,497,155
S-24	Sewer System Pipeline Major Repairs	24,856,785	-	689,000	2,070,000	2,115,000	2,152,000	2,199,000	2,242,000	11,467,000	36,323,785
S-32	Minor (Small) Sewer Capital Improvement Projects	2,576,323	-	-	6,000	137,000	142,000	144,000	147,000	576,000	3,152,323
S-58	Lake Washington Sewer Lake Line Assessment Program	1,918,955	156,000	-	-	-	-	-	-	156,000	2,074,955
S-59	Add on-site Power at Sewer Pump Station	302,994	-	-	-	-	-	-	-	-	302,994
S-60	Wilburton Sewer Capacity Upgrade	10,441,599	11,000	48,000	49,000	50,000	-	-	-	158,000	10,599,599
S-61	Midlakes Pump Station Capacity Improvements	4,371,695	3,300,000	11,000	11,000	11,000	11,000	11,000	-	3,355,000	7,726,695
S-66	Sewer System Pipeline Replacement	7,188,889	4,328,000	1,784,000	1,219,000	1,708,000	1,770,000	1,805,000	1,841,000	14,455,000	21,643,889
S-67	I&I Investigations and Flow Monitoring	956,382	316,000	-	-	-	-	-	-	316,000	1,272,382
S-68	Sewer Force Main Condition Assessment	778,879	-	-	-	-	-	-	-	-	778,879
S-69	Meydenbauer Bay Park Sewer Line Replacement	4,780,000	-	-	-	-	-	-	-	-	4,780,000
S-71	Lakeline Sewer Replacement	-	260,000	159,000	162,000	-	-	-	-	581,000	581,000
S-108	Advanced Metering Infrastructure (AMI) Implementation (Sewer)	2,509,200	3,518,000	900,000	-	-	-	-	-	4,418,000	6,927,200
S-111	Operations and Maintenance Land Acquisition - Sewer	-	2,667,000	-	-	-	-	-	-	2,667,000	2,667,000
TOTAL SEWER		75,385,856	15,863,000	4,406,000	4,721,000	5,423,000	5,287,000	4,998,000	5,244,000	45,942,000	121,327,856
STORM & SURFACE WATER											
D-59	Minor (Small) Storm Capital Improvement Projects	3,422,286	70,000	173,000	559,000	457,000	261,000	263,000	269,000	2,052,000	5,474,286
D-64	Strom System Conveyance Repairs and Replacement	17,180,231	773,000	1,372,000	1,517,000	1,527,000	1,635,000	1,753,000	1,880,000	10,457,000	27,637,231
D-81	Fish Passage Improvement Program	5,662,895	365,000	18,000	18,000	254,000	684,000	649,000	545,000	2,533,000	8,195,895
D-86	Stream Channel Modification Program	5,377,568	737,000	164,000	192,000	404,000	483,000	980,000	682,000	3,642,000	9,019,568
D-94	Flood Control Program	11,274,973	1,527,000	49,000	326,000	675,000	1,876,000	662,000	675,000	5,790,000	17,064,973
D-103	Replace Coal Creek Pkwy Culvert at Coal Creek	5,261,250	26,000	-	-	-	-	-	-	26,000	5,287,250
D-104	Stream Restoration for Mobility & Infrastructure Iniative	4,865,467	26,000	27,000	27,000	28,000	-	-	-	108,000	4,973,467
D-104-B	Stream Restoration for Mobility & Infrastructure Iniative (Bank)	8,304,188	-	-	-	-	-	-	-	-	8,304,188
D-105	Replace NE 8th St Culvert at Kelsey Creek	3,847,000	26,000	27,000	27,000	28,000	28,000	-	-	136,000	3,983,000
D-106	Lower Coal Creek Flood Hazard Reduction Phase I	6,356,889	5,559,000	206,000	134,000	100,000	79,000	50,000	-	6,128,000	12,484,889
D-107	Storm Water Video Inspection Enhancement	2,335,000	246,000	-	-	-	-	-	-	246,000	2,581,000
D-109	Storm Retrofit in Kelsey Creek	315,000	326,000	16,000	-	-	-	-	-	342,000	657,000
TOTAL STORM & SURFACE WATER		74,202,747	9,681,000	2,052,000	2,800,000	3,473,000	5,046,000	4,357,000	4,051,000	31,460,000	105,662,747



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City of Bellevue - Budget One 2019-2025

Utilities CIP Budget Project Summaries by Outcome

Healthy and Sustainable Environment

D-59 **Title: Replacement of Aging Storm Infrastructure**

Proposal: 140.122MP **Department:** Utilities

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Ongoing	Storm Drainage	2,052,000	5,474,286

Project Description

This ongoing program is for minor (small) improvements to Bellevue's surface water system to resolve deficiencies, improve efficiencies, or resolve maintenance problems, often in conjunction with other Bellevue programs such as the Transportation overlay program. Examples of projects include pipeline outfall improvements at Meydenbauer Bay; small stormwater pipe extensions to resolve drainage problems; and modifications of catch basins in concert with street projects. Projects are prioritized based on criteria including public safety/property damage, maintenance frequency, flooding history, operator safety, environmental risk, coordination with other city or development activity, and level of service impact.

D-64 **Title: Replacement of Aging Storm Infrastructure**

Proposal: 140.123MP **Department:** Utilities

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Ongoing	Storm Drainage	10,457,000	27,637,231

Project Description

This ongoing program repairs defective storm drainage pipelines, culverts and ditches identified in the Utility's condition assessment program or other means. Projects are prioritized based on the severity of deterioration, the risk and consequence of failure, and coordination with planned street improvement projects. As the system ages, costs are expected to increase. The Utilities' Asset Management Program is evaluating when system replacement will require significant increases to the budget.

D-81 **Title: Environmental Preservation**

Proposal: 140.140MP **Department:** Utilities

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Ongoing	Storm Drainage	2,533,000	8,195,895

Project Description

This ongoing program provides funding to remove fish passage barriers such as impassable culverts, debris jams, or accumulated sediment, allowing access to critical spawning and rearing habitat for salmon populations. Typical projects include culvert replacement or modification, debris removal, or installation of logs and boulders to improve access at low stream flows. Grant money is pursued to supplement Bellevue's investment whenever possible. Projects planned for this CIP window are on Kelsey Creek at 140th Ave NE; on Yarrow West Tributary; on Newport Creek; at Mercer/Alcove Creek, and on Yarrow East Tributary.

Note – CIP Proposal Executive summaries are listed in CIP Plan Number order. They do not include debt proposals and reserve proposals, nor do they include operating proposals which can be found in the Operating section.

City of Bellevue - Budget One 2019-2025

Utilities CIP Budget Project Summaries by Outcome

Healthy and Sustainable Environment

D-86 **Title:** Environmental Preservation

Proposal: 140.141MP **Department:** Utilities

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Ongoing	Storm Drainage	3,642,000	9,019,568

Project Description

This ongoing program resolves unstable stream sections that reduce salmon spawning or rearing habitat or increase Bellevue Utilities maintenance requirements. Stream stability problems include stream sections with excessive erosion or sediment deposition. This program also improves habitat complexity by planting coniferous trees to reduce willow mono-culture or invasive weed species. Stabilizing the stream channel consists primarily of placing large woody debris and boulders in the stream channel, and re-vegetating stream banks, commonly called bioengineering. Projects planned in this CIP window include projects on Lower Kelsey Creek, at the Coal Creek Channel, and erosion control in the Sunset Creek ravine.

D-94 **Title:** Environmental Preservation

Proposal: 140.142MP **Department:** Utilities

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Ongoing	Storm Drainage	5,790,000	17,064,973

Project Description

This ongoing program constructs improvements to reduce or eliminate flooding caused by insufficient public drainage system capacity. Projects involve enlarging pipes or culverts to convey more stormwater, re-routing drainage to pipes with more capacity, adding detention or infiltration facilities, or other runoff control strategies. Candidate sites are wherever levels of service (LOS) for flood protection are not met. The following sites have projects in progress or have been identified for future improvements, and are presented in priority order. They will be prioritized for implementation with any others that become apparent as a result of storm or system analysis: 1. Valley Creek / NE 21st Flood control (in progress); 2. Post construction monitoring on Coal Creek Upper Reach; 3. Factoria Boulevard Conveyance Improvements; 4. Meydenbauer Basin / CBD Conveyance Improvements; 5. Wolverine Drive Flood Control Project; 6. North Sammamish Flood Improvements; 7. Overlake Overflow / NE 20th Street Improvements. Lower Coal Creek Sed. Pond, Sunset / SE 30th St Flood Control; 8. Sunset Creek / Garden Brook; 9. 156th Ave SE & SE 4th St. Storm Drainage Improvements; 10. Phantom / Larson Lake Channel Regrade. The SE Newport Way Culvert Replacement Project previously on this list has been deleted. King County completed repairs at the site prior to Bellevue's annexation of the area. Kelsey Creek/SE 7th Street Flood Control was also removed from the list. Field investigation suggests that enhanced maintenance at that site may result in significant improvement. If further channel or culvert work is needed, it will be considered for addition to the project list during a future CIP update.

Note – CIP Proposal Executive summaries are listed in CIP Plan Number order. They do not include debt proposals and reserve proposals, nor do they include operating proposals which can be found in the Operating section.

City of Bellevue - Budget One 2019-2025

Utilities CIP Budget Project Summaries by Outcome

Healthy and Sustainable Environment

D-103 **Title:** Replacement of Aging Storm Infrastructure

Proposal: 140.119MP **Department:** Utilities

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
Ongoing	Storm Drainage	26,000	5,287,250

Project Description

This project replaced a 96-inch diameter, 110 foot long corrugated metal pipe built in the 1980s that carries Coal Creek beneath Coal Creek Parkway. The old culvert impeded fish passage. Remaining costs are for permit-required post-construction monitoring for ten years after project completion.

D-104 **Title:** Environmental Preservation

Proposal: 140.136MP **Department:** Utilities

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
Approved Prior	Storm Drainage	108,000	330,000

Project Description

This ongoing program is for stormwater improvements associated with the Mobility and Infrastructure Initiative (which seeks to address high priority mobility and infrastructure needs in Downtown Bellevue and in the Bel-Red Corridor). These funds are to restore streams for recreation and environmental health through the Bel-Red corridor, and to encourage redevelopment of the area. These funds will be allocated to specific stormwater-related projects pending further Council direction. Two projects are proposed for implementation in 2014-2016: Channel Restoration pre-design studies on the West Tributary downstream of the West Trib. Regional Pond, and Native Plant Restoration at the West Tributary Regional Pond. The projects will need to be constructed to coordinate with Sound Transit wetland and stream mitigation, and 124th Phase 1 project, respectively.

D-104-B **Title:** Environmental Preservation

Proposal: 140.137MP **Department:** Utilities

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
Ongoing	Storm Drainage	0	12,947,655

Project Description

This project maintains reserve funds for project D-104, for stormwater improvements associated with the Mobility and Infrastructure Initiative (which seeks to address high priority mobility and infrastructure needs in Downtown Bellevue and in the Bel-Red Corridor).

Note – CIP Proposal Executive summaries are listed in CIP Plan Number order. They do not include debt proposals and reserve proposals, nor do they include operating proposals which can be found in the Operating section.

City of Bellevue - Budget One 2019-2025

Utilities CIP Budget Project Summaries by Outcome

Healthy and Sustainable Environment

D-105 **Title: Replacement of Aging Storm Infrastructure**

Proposal: 140.120MP **Department:** Utilities

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
Ongoing	Storm Drainage	136,000	3,983,000

Project Description

This project will replace the existing 10' wide by 7' tall, 110-foot long corrugated metal culvert built in the early 1980s that carries Kelsey Creek beneath NE 8th Street. To meet flood and fish passage requirements, the culvert will be replaced with a bridge which spans the creek channel, or a three-sided concrete box culvert with an approximate 15 foot span. The design will be determined by permit requirements.

D-106 **Title: Environmental Preservation**

Proposal: 140.138MP **Department:** Utilities

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
Approved Prior	Storm Drainage	6,128,000	12,484,889

Project Description

This project will design and construct project(s) to reduce flooding from the Newport Shores reach of Coal Creek, located between I-405 and Lake Washington. A preliminary engineering study to identify and assess alternatives is underway, to establish how best to reduce flooding during storm events. The project budget includes one or more of the following: increased storage capacity at the I-405 regional pond, replacement of the five existing culverts downstream of the pond, targeted stream bank erosion protection, and improvements to the local storm drainage network. The schedule has been revised to reflect design in 2015-16; permitting in 2016-17, and construction of improvements between 2018 and 2020.

D-107 **Title: Replacement of Aging Storm Infrastructure**

Proposal: 140.121MP **Department:** Utilities

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
Ongoing	Storm Drainage	246,000	2,581,000

Project Description

This project will video-inspect the most critical 25% of stormwater pipes to assess their condition over a five year period. Pipes to be inspected will be selected based on their likelihood and consequence of failure (risk). The video condition assessment results will be used to help evaluate the overall stormwater pipeline condition so that short- and long-term renewal and replacement needs can be more accurately estimated. The project will also be used to evaluate how much of the stormwater system should be video-inspected each year on an ongoing basis. The project funds four years of contracted services, plus start up time in the first year. It will video-inspect 10-15 miles in 2015, 25 miles each in 2016, 2017, and 2018, and 10-15 miles in the first half of 2019.

Note – CIP Proposal Executive summaries are listed in CIP Plan Number order. They do not include debt proposals and reserve proposals, nor do they include operating proposals which can be found in the Operating section.

City of Bellevue - Budget One 2019-2025

Utilities CIP Budget Project Summaries by Outcome

Healthy and Sustainable Environment

D-109 **Title:** Environmental Preservation

Proposal: 140.139MP **Department:** Utilities

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Approved Prior	Storm Drainage	342,000	657,000

Project Description

This project will design and install three water quality retrofit improvements using biofiltration and rain garden techniques within city rights-of-way, where it will improve water quality from street runoff to Kelsey Creek. The Storm and Surface Water System Plan reported that over 38% of the city was developed without water quality treatment of stormwater. When stormwater management regulations were first established, they focused largely on flood control. Recent studies have demonstrated that roadway stormwater runoff kills Coho salmon. In 2014 there was 100% mortality of hatchery Coho salmon transplanted to Kelsey Creek. Studies show that filtering stormwater runoff through bio-retention soil mixes will clean the stormwater sufficiently to result in salmon survival. This project will improve stormwater quality, and improve fish survival. It lays the foundation for an ongoing program that Bellevue could use to meet water quality retrofit requirements. It aligns with many resource agency goals for water quality retrofit and low impact development BMPs, and positions Bellevue to be successful with grant applications from those agencies.

S-16 **Title:** Replacement of Aging Sewer Infrastructure

Proposal: 140.111MP **Department:** Utilities

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Ongoing	Sewer	7,793,000	22,497,155

Project Description

This ongoing program funds rehabilitation of the 36 pump and 10 flush stations in Bellevue's wastewater system. Stations are prioritized based on the risk and consequence of failure, maintenance and operations experience, pump station age, and coordination with other projects. Stations scheduled for work in 2015-21 include: Lake Heights, Wilburton, Cedar Terrace, Lake Hills #17, Cozy Cove, Parkers, Evergreen East, Evergreen West, Fairweather, Hunt's Point, Lake Hills #6, and Lake Hills #7. Historically this program funded rehabilitation of one station per year. Two stations/year are planned beyond 2017 since the electrical and mechanical equipment in them will have reached their 25-30 year useful life. Analysis of 25 stations is currently underway to improve the forecast needs for schedule and cost, and could result in reprioritization of scheduled stations.

Note – CIP Proposal Executive summaries are listed in CIP Plan Number order. They do not include debt proposals and reserve proposals, nor do they include operating proposals which can be found in the Operating section.

City of Bellevue - Budget One 2019-2025

Utilities CIP Budget Project Summaries by Outcome

Healthy and Sustainable Environment

S-24 **Title: Replacement of Aging Sewer Infrastructure**

Proposal: 140.112MP **Department:** Utilities

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
Ongoing	Sewer	11,467,000	36,323,785

Project Description

This program funds major repairs to sewer pipes where there is a cost-effective solution to extend the pipe's service life. Most defects are identified from the Utility's infrastructure condition assessment (video) program. Pipes are prioritized for repair based on risk of failure (likelihood and consequence), failure history, and to coordinate with other construction such as planned street overlays, which reduces restoration costs.

S-32 **Title: Replacement of Aging Sewer Infrastructure**

Proposal: 140.113MP **Department:** Utilities

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
Ongoing	Sewer	576,000	3,152,323

Project Description

This ongoing program pays for minor improvements to Bellevue's sewer system to resolve deficiencies, improve efficiencies, or resolve maintenance problems, often in conjunction with other programs such as the Transportation overlay program. The program also investigates the feasibility of possible sewer extensions. Projects are prioritized based on criteria including public safety/property damage, maintenance frequency, operator safety, environmental risk, reliability and efficiency gains, coordination with other city projects or development activity, and level of service impact.

S-58 **Title: Replacement of Aging Sewer Infrastructure**

Proposal: 140.114MP **Department:** Utilities

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
Ongoing	Sewer	156,000	2,074,955

Project Description

This program is focused on assessing the 14.5 miles of sewer pipe along the Lake Washington shoreline; predicting its remaining life, and developing a strategy for its replacement. It includes condition assessment to collect pipe samples of asbestos cement and cast iron pipes in and analysis of viable alternatives for replacement of logical pipe reaches. Replacement of some of the sewer lake lines will likely be required just beyond this CIP Window. Replacement of the Meydenbauer Bay Park sewer lake line was formerly included in this project; it has been moved to its own project, S-69. Assessment of sewer lines along the Lake Sammamish shoreline is not included, since those pipes are newer and likely to last longer.

Note – CIP Proposal Executive summaries are listed in CIP Plan Number order. They do not include debt proposals and reserve proposals, nor do they include operating proposals which can be found in the Operating section.

City of Bellevue - Budget One 2019-2025

Utilities CIP Budget Project Summaries by Outcome

Healthy and Sustainable Environment

S-60 **Title: Utility Capacity for Growth**

Proposal: 140.129MP **Department:** Utilities

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
Ongoing	Sewer	158,000	10,599,599

Project Description

This project will replace approximately 2,000 feet of 12-inch diameter pipe with larger diameter pipe to provide sufficient capacity for anticipated upstream development.

S-61 **Title: Utility Capacity for Growth**

Proposal: 140.130MP **Department:** Utilities

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
Ongoing	Sewer	3,355,000	7,726,695

Project Description

This project will replace the existing Midlakes sewer pump station with a larger one, to provide capacity for planned growth in the Bel-Red Corridor through 2030.

S-66 **Title: Replacement of Aging Sewer Infrastructure**

Proposal: 140.115MP **Department:** Utilities

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
Ongoing	Sewer	14,455,000	21,643,889

Project Description

This program replaces poor condition sewer pipe throughout the service area. The current budget is estimated to replace sewer pipe at a rate of 0.5 to 0.75 miles per year. Pipes are replaced when life cycle cost analysis indicates replacement is more economical than continuing to make point repairs. Replacement methods may include trenchless rehabilitation techniques such as cured-in-place pipe, and pipe bursting, and/or open trench replacement. This program compliments S-24, Sewer System Pipeline Repair, which repairs pipes to extend their service life. This program implements Bellevue's asset management program strategy to meet expected and required customer service levels at the lowest life cycle cost.

Note – CIP Proposal Executive summaries are listed in CIP Plan Number order. They do not include debt proposals and reserve proposals, nor do they include operating proposals which can be found in the Operating section.

City of Bellevue - Budget One 2019-2025

Utilities CIP Budget Project Summaries by Outcome

Healthy and Sustainable Environment

S-67 **Title: Replacement of Aging Sewer Infrastructure**

Proposal: 140.116MP **Department:** Utilities

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
Ongoing	Sewer	316,000	1,272,382

Project Description

This program will investigate the source and magnitude of inflow and infiltration (I&I) of storm and groundwater into the wastewater system at locations where suspected high I&I is currently or is forecast to exceed conveyance and/or pump station capacity. The 2014 Wastewater System Plan recommends this work with a goal of identifying and removing non-sewage flow where that would reduce surcharging such that costly capacity improvements might be avoided. Flow monitoring in five sewer basins is planned for 2015 and 2016. I&I investigation of eight basins is planned, in priority order: Newport, Fairweather and Cozy Cove, Wilburton, Lake Heights, Eastgate, Somerset, and Factoria.

S-71 **Title: Replacement of Aging Sewer Infrastructure**

Proposal: 140.157MP **Department:** Utilities

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
New	N/A	581,000	581,000

Project Description

This ongoing program funds rehabilitation of the 36 pump and 10 flush stations in Bellevue's wastewater system. Stations are prioritized based on the risk and consequence of failure, maintenance and operations experience, pump station age, and coordination with other projects. Stations scheduled for work in 2015-21 include: Lake Heights, Wilburton, Cedar Terrace, Lake Hills #17, Cozy Cove, Parkers, Evergreen East, Evergreen West, Fairweather, Hunt's Point, Lake Hills #6, and Lake Hills #7. Historically this program funded rehabilitation of one station per year. Two stations/year are planned beyond 2017 since the electrical and mechanical equipment in them will have reached their 25-30 year useful life. Analysis of 25 stations is currently underway to improve the forecast needs for schedule and cost, and could result in reprioritization of scheduled stations.

Note – CIP Proposal Executive summaries are listed in CIP Plan Number order. They do not include debt proposals and reserve proposals, nor do they include operating proposals which can be found in the Operating section.

City of Bellevue - Budget One 2019-2025

Utilities CIP Budget Project Summaries by Outcome

Healthy and Sustainable Environment

S-108 Title: Advanced Metering Infrastructure (AMI) Implementation

Proposal: 140.154MP **Department:** Utilities

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Ongoing	Sewer	4,418,000	6,927,200

Project Description

This proposal is for a new Utilities CIP Program. Implementation involves: Replacing almost all Utilities meters, total of 39,436 out of 40,804; Replacing half of the meter boxes, approximately 20,000 out of 40,804; Replacing the lids for the other half of the meter boxes, approximately 20,000 lids; Installing Meter Interface Units (MIU); Installing Communication equipment, 100 collectors and 25 repeaters; Implementation of an AMI Meter Data Management Software (MDMS); Systems Integration and Implementation services. This project will be funded 70% by water and 30% by sewer rates. The budget is based on a 2015 AMI feasibility study. Rapid implementation is planned to realize the maximum benefit from labor savings that will be realized by replacing the current manually-read meters, to minimize the time two systems need to be supported, and to deliver a common service level to all customers as rapidly as possible.

S-111 Title: Maintenance and Operations Facility Land Acquisition

Proposal: 140.156MP **Department:** Utilities

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
New	N/A	2,667,000	2,667,000

Project Description

As the City of Bellevue continues to grow, there is a critical need for long range operational facilities planning to ensure that the Utilities Department (Utilities) can meet the community's current and future needs in an efficient and timely manner. The current service locations are functioning at or near capacity, and there is significant risk that they will not be sufficient to meet Utilities' growing operational needs. To address this, Utilities initiated the development of a long range Operations and Maintenance (O&M) Facilities Plan. Based on the alternatives analysis within the O&M Facilities Plan, property acquisition is being recommended in the 2019-2025 CIP as a first step to site the maintenance facility. While a specific site has not been determined, this proposal establishes a budget of \$8.0 million for property acquisition. The estimated cost will be funded by available year-end 2017 operating reserves in the water (\$5.3M) and sewer utilities (\$2.7M).

Note – CIP Proposal Executive summaries are listed in CIP Plan Number order. They do not include debt proposals and reserve proposals, nor do they include operating proposals which can be found in the Operating section.

City of Bellevue - Budget One 2019-2025

Utilities CIP Budget Project Summaries by Outcome

Healthy and Sustainable Environment

W-16 **Title: Replacement of Aging Water Infrastructure**

Proposal: 140.103MP **Department:** Utilities

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
Ongoing	Water	72,919,000	155,961,885

Project Description

This program focuses primarily on replacing small diameter asbestos cement (AC) pipe that has reached its useful life. A secondary benefit is increasing the emergency fireflow available to neighborhoods. This investment will ramp up water pipeline replacement to 5 miles/year by 2018, and then be adjusted with inflation to maintain the 5 miles per year replacement rate. At that rate, water pipe will need to last on average 100-125 years. Pipes are selected for replacement based on risk of failure (likelihood and consequence), failure history, and coordination with other construction, such as planned street overlays (which reduce restoration costs). Project costs include a 2.8% cost increase reflecting actual bid experience for pipe replacement.

W-67 **Title: Replacement of Aging Water Infrastructure**

Proposal: 140.104MP **Department:** Utilities

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
Ongoing	Water	2,208,000	11,609,971

Project Description

This ongoing program is to rehabilitate or replace old and deteriorating pressure reducing valves (PRVs) throughout the water service area. The number of pressure reducing valves that are rehabilitated varies from year to year based on the annual program budget and the rehabilitation costs, but over the long term should average about 3 PRVs per year. Replacement criteria include service requirements, safety, maintenance history, age, and availability of replacement parts.

W-69 **Title: Replacement of Aging Water Infrastructure**

Proposal: 140.105MP **Department:** Utilities

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
Ongoing	Water	2,704,000	8,671,619

Project Description

This ongoing program pays for small improvements to Bellevue's water system to resolve deficiencies, improve efficiencies, or resolve maintenance problems, often in conjunction with other programs such as the Transportation overlay program. Projects are prioritized based on criteria including public safety/property damage, maintenance frequency, operator safety, environmental risk, reliability and efficiency gains, coordination with other city projects or development activity, and level of service impact.

Note – CIP Proposal Executive summaries are listed in CIP Plan Number order. They do not include debt proposals and reserve proposals, nor do they include operating proposals which can be found in the Operating section.

City of Bellevue - Budget One 2019-2025

Utilities CIP Budget Project Summaries by Outcome

Healthy and Sustainable Environment

W-82 Title: Replacement of Aging Water Infrastructure

Proposal: 140.106MP **Department:** Utilities

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
Approved Prior	Water	263,000	1,877,497

Project Description

This program replaces non-standard hydrants that have outdated two-port connections, thereby improving the rate of water flow and reducing response time in the event of a fire. Twenty two two-port hydrants are still in service. Based on the proposed budget, these will all be replaced by 2019.

W-85 Title: Replacement of Aging Water Infrastructure

Proposal: 140.107MP **Department:** Utilities

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
Ongoing	Water	16,567,000	28,517,477

Project Description

This program funds retrofit or replacement of drinking water reservoirs to avoid or mitigate earthquake damage, and reservoir rehabilitation for age or use related deterioration. Bellevue operates and maintains 25 drinking water reservoirs in the system with a combined capacity of 40.6 million gallons. A 1993 reservoir study evaluated the seismic vulnerability of 21 of the reservoirs and recommended further evaluation and/or upgrade for 12 of these reservoirs. Remaining work at Horizon View #1, Somerset #1, Pikes Peak Reservoir, and Horizon View #2 reservoirs will be completed during this CIP window. A new study of the other reservoirs will determine upcoming needs and priorities for asset rehabilitation and replacement.

W-91 Title: Replacement of Aging Water Infrastructure

Proposal: 140.108MP **Department:** Utilities

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
Ongoing	Water	18,455,000	28,664,473

Project Description

This program was established in 2005 to rehabilitate Bellevue's twenty-one water pump stations. Based on a needs assessment of each pump station, improvements can range from basic improvements to complete reconstruction. The rehabilitation work always includes replacing the mechanical and electrical equipment, adds on-site emergency power generation as needed, and resolves structural deficiencies and life/safety issues as needed. In 2015-21 these pump stations will be rehabilitated or replaced: Horizon View #3, Horizon View #1, Cougar Mtn. #3, Pikes Peak, Cougar Mtn. #2, Clyde Hill P.S., Cougar Mtn. #1, and Horizon View #2.

Note – CIP Proposal Executive summaries are listed in CIP Plan Number order. They do not include debt proposals and reserve proposals, nor do they include operating proposals which can be found in the Operating section.

City of Bellevue - Budget One 2019-2025

Utilities CIP Budget Project Summaries by Outcome

Healthy and Sustainable Environment

W-98 **Title: Replacement of Aging Water Infrastructure**

Proposal: 140.109MP **Department:** Utilities

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
Ongoing	Water	963,000	4,612,163

Project Description

This program systematically replaces older, obsolete high-volume commercial water meters as they wear out. Due to their location and condition, these meters pose safety and access concerns and are generally beyond the ability of O&M crews to change out. Improved performance accuracy is a secondary benefit of the program. This ongoing program replaces approximately 4 commercial meters (and meter vaults, if required) each year.

W-99 **Title: Replacement of Aging Water Infrastructure**

Proposal: 140.110MP **Department:** Utilities

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
Ongoing	Water	1,664,000	4,406,500

Project Description

This program replaces aging and deteriorating water service saddles (the component connecting the customer's water service line to the city-owned water line), and deteriorating water service lines (the pipes between the city's water main to the customer's water meter), most commonly in advance of planned street improvements. Annual expenditures can vary widely depending on the condition of saddles and service lines where street improvement projects are planned. Due to these uncertainties, level funding based on replacement of 100 service/saddles is proposed for each year in the CIP window, recognizing that some years will be over or under spent.

W-103 **Title: Utility Capacity for Growth**

Proposal: 140.132MP **Department:** Utilities

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
Approved Prior	Water	1,576,000	3,339,086

Project Description

This project is for design and construction of facilities to increase the drinking water storage available for anticipated population growth in Downtown, Bel-Red, and Wilburton areas. System improvements will be made in this CIP window to allow transfer of surplus water stored in East Bellevue to the growth areas, assuring emergency storage is available for near-term growth. These improvements include upgrades to transmission mains in NE 8th Street and at SE 7th and 140th Ave SE, and upgrades to system Pressure Reducing Valves. The project also includes analysis of emergency well capacity to supplement regional supply in case of an outage, which may offset or reduce the need for added storage. The 2015 Water System Plan update analyzed required timing and volume as well as siting considerations for storage to meet the needs of planned growth.

Note – CIP Proposal Executive summaries are listed in CIP Plan Number order. They do not include debt proposals and reserve proposals, nor do they include operating proposals which can be found in the Operating section.

City of Bellevue - Budget One 2019-2025

Utilities CIP Budget Project Summaries by Outcome

Healthy and Sustainable Environment

W-104 Title: Utility Capacity for Growth

Proposal: 140.133MP **Department:** Utilities

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
Approved Prior	Water	2,319,000	5,229,000

Project Description

This project will construct a new inlet station from the regional water supply system to provide sufficient drinking water for growth in downtown, Bel-Red, and Wilburton areas. It will also improve drinking water supply reliability (redundancy) to the 200,000 people who will ultimately live and work in these areas. The transmission main improvements of W-103 will improve reliability of water supply in the near term, deferring the need to add inlet station capacity until ~2018-19.

W-105 Title: Water Facilities for NE Spring Blvd Multi-Modal Corridor

Proposal: 140.54DA **Department:** Utilities

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
Ongoing	Water	1,569,000	1,956,000

Project Description

Delete This: This project provides funds for the design and construction of new water facilities concurrent with the design and construction of the NE 15th Multi-Modal corridor. The corridor will consist of a new street, bikeways, pathways, and the new East Link light rail. This project will eventually design and construct approximately 2 miles of 12 and 16 inch water main. Anticipated expenses are shown in this CIP window. Actual costs are presumed to extend well beyond 2030. The project schedule will be revised when better information is available about road improvement schedules.

W-105-B Title: Water Facilities for NE Spring Blvd Multi-Modal Corridor

Proposal: 140.149MP **Department:** Utilities

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
Ongoing	Water	1,301,000	2,841,957

Project Description

This project maintains reserve funds for project W-105, for the design and construction of new water facilities concurrent with the design and construction of the NE 15th Multi-Modal corridor.

Note – CIP Proposal Executive summaries are listed in CIP Plan Number order. They do not include debt proposals and reserve proposals, nor do they include operating proposals which can be found in the Operating section.

City of Bellevue - Budget One 2019-2025

Utilities CIP Budget Project Summaries by Outcome

Healthy and Sustainable Environment

W-108 Title: Advanced Metering Infrastructure (AMI) Implementation

Proposal: 140.69PA **Department:** Utilities

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
Ongoing	Water	10,307,000	16,161,800

Project Description

This proposal is for a Utilities CIP Program. Implementation involves: Replacing almost all Utilities meters, total of 39,436 out of 40,804; Replacing half of the meter boxes, approximately 20,000 out of 40,804; Replacing the lids for the other half of the meter boxes, approximately 20,000 lids; Installing Meter Interface Units (MIU); Installing Communication equipment, 100 collectors and 25 repeaters; Implementation of an AMI Meter Data Management Software (MDMS); Systems Integration and Implementation services. This project will be funded 70% by water and 30% by sewer rates. The budget is based on a 2015 AMI feasibility study. Rapid implementation is planned to realize the maximum benefit from labor savings that will be realized by replacing the current manually-read meters, to minimize the time two systems need to be supported, and to deliver a common service level to all customers as rapidly as possible.

W-109 Title: Replacement of Aging Water Infrastructure

Proposal: 140.101MP **Department:** Utilities

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
Approved Prior	Water	0	500,000

Project Description

Richard's Road Inlet Station is a critical facility constructed in 1975 to deliver water from Seattle's regional system to Bellevue. It supplies water directly to the RV300, WD400, WD450, WD340 water pressure zones, and is the source of water to fill the Woodridge Reservoir. The associated pressure reducing valve (PRV) reduces pressure to water that is supplied to the RV300 zone, and also controls flow to the Woodridge reservoir. This critical facility has old components that require increasingly frequent maintenance; the existing mechanical and electrical components are outdated and in need of replacement. Due to the risk and consequence of failure, station replacement is required. This project will include constructing a new inlet meter installation and pressure reducing valve station, and upgrading telemetry equipment at the site. Enhanced telemetry will record rate and volume of water that is supplied from the station, will provide pressure information both of the CESSL side and 300 zone; and will provide power to the vault for the meter, flood alarm, and intrusion. Because the existing inlet station is located on Richards Road, a very busy arterial which makes it access difficult and creates safety hazards for workers, the new station will be located on the eastern side of Richards Road, along a grassy area just east of the existing sidewalk, and the existing station will be abandoned. This project was initiated in W-69 (Minor Water CIP), however alternatives analysis resulted in the recommendation to replace the entire station rather than just internal components. The increase in scope and cost warranted the creation of a separate CIP project.

Note – CIP Proposal Executive summaries are listed in CIP Plan Number order. They do not include debt proposals and reserve proposals, nor do they include operating proposals which can be found in the Operating section.

City of Bellevue - Budget One 2019-2025

Utilities CIP Budget Project Summaries by Outcome

Healthy and Sustainable Environment

W-110 **Title: Replacement of Aging Water Infrastructure**

Proposal: 140.102MP **Department:** Utilities

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Ongoing	Water	2,378,000	2,578,000

Project Description

This project is for an alternatives analysis and predesign for improvements at the Enatai and NE 40th Water Supply Inlet stations to improve safety, reduce risk, and renew aging infrastructure. The pre-design work will inform future CIP schedule and budgets. It will allow coordination with the City of Redmond, which benefits from and shares costs for the NE 40th Inlet Supply Station. Design and construction costs are not included in proposed budget. The Water System Plan identified deficiencies including safety standards, poor HVAC controls, and deteriorating electrical components. The NE 40th Inlet meter vault has visible joint deflection; there may be perceived increased risk of a transmission main break.

W-111 **Title: Maintenance and Operations Facility Land Acquisition**

Proposal: 140.155MP **Department:** Utilities

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
New	N/A	5,333,000	5,333,000

Project Description

As the City of Bellevue continues to grow, there is a critical need for long range operational facilities planning to ensure that the Utilities Department (Utilities) can meet the community’s current and future needs in an efficient and timely manner. The current service locations are functioning at or near capacity, and there is significant risk that they will not be sufficient to meet Utilities’ growing operational needs. To address this, Utilities initiated the development of a long range Operations and Maintenance (O&M) Facilities Plan. Based on the alternatives analysis within the O&M Facilities Plan, property acquisition is being recommended in the 2019-2025 CIP as a first step to site the maintenance facility. While a specific site has not been determined, this proposal establishes a budget of \$8.0 million for property acquisition. The estimated cost will be funded by available year-end 2017 operating reserves in the water (\$5.3M) and sewer utilities (\$2.7M).

Note – CIP Proposal Executive summaries are listed in CIP Plan Number order. They do not include debt proposals and reserve proposals, nor do they include operating proposals which can be found in the Operating section.



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City of Bellevue - Budget One 2019-2025

CIP Budget Project Summaries

Debt Service

G-69 **Title: Supplemental CIP Debt Funding: 2008 Limited Tax General Obligation (LT**

Proposal: 060.01NA **Department:** Finance

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Ongoing	Debt Service	6,865,250	17,852,688

Executive Summary

This proposal provides annual debt service funding for the initial 2008 Limited Tax General Obligation (LTGO) Bonds issued for \$14.3 million and the 2015 LTGO Refunding Bonds issued for \$7.9 million for the purpose of financing City Council adopted Supplemental CIP projects. The bond proceeds financed the initial phase of the Supplemental CIP which included six high-priority capital projects. The annual debt service payments are supported by general tax revenues.

G-82 **Title: City Hall Debt Service**

Proposal: 060.03NA **Department:** Finance

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Approved Prior	Debt Service	45,878,460	98,743,733

Executive Summary

This proposal provides annual debt service funding for the 2012 Limited Tax General Obligation (LTGO) Refunding Bonds issued for \$55.9 million, the 2012B LTGO Refunding Bonds issued for \$43.2 million (both issues refunding the 2004 New City Building Bonds), and the 2015 LTGO Refunding Bonds Issued for \$3.3 million refunding the 2006 New City Building II Bonds for the purpose of financing the acquisition and development of the current City Hall building located at 450 110th Avenue Northeast. The annual debt service payments are supported by general tax revenues.

G-83 **Title: M&II LTGO Bond Debt Service**

Proposal: 060.23NA **Department:** Finance

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Approved Prior	Debt Service	6,046,900	12,961,768

Executive Summary

This proposal provides annual debt service funding for the 2010 Limited Tax General Obligation (LTGO) Bonds issued for \$12.5 million for the purpose of financing City Council adopted Mobility & Infrastructure Initiative (M&II) projects. The annual debt service payments are supported by general tax revenue as a result of a 3% property tax rate increase levied by the City Council.

Note – CIP Proposal Executive summaries are listed in CIP Plan Number order. They do not include reserve proposals, nor do they include operating proposals which can be found in the Operating section. They are as provided by the Department submitting the proposal. Summaries are provided as a general overview education of the particular CIP project. City Council will continue deliberations through December when the final budget is adopted. Projects only include project costs in 2019-2025 and does not include Carryforwards from 2018.

City of Bellevue - Budget One 2019-2025

CIP Budget Project Summaries

Debt Service

G-89 **Title: New Long-term Debt Service**

Proposal: 060.30NA **Department:** Finance

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Approved Prior	Debt Service	33,843,250	61,200,933

Executive Summary

This proposal provides annual debt service funding for the 2013 Limited Tax General Obligation (LTGO) Bonds issued for \$62.6 million for the purpose of financing the construction, improving and equipping a portion of the City's CIP Plan which includes streets, sidewalks and other capital improvements. The annual debt service payments are supported by general tax revenues.

G-98 **Title: Short-Term Cash Flow Borrowing Payback**

Proposal: 060.41NA **Department:** Finance

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
New	Debt Service	25,157,000	25,157,000

Executive Summary

This proposal provides funds to support the costs of short-term borrowing when sufficient General CIP revenue is not available. These costs include principal repayment, estimated interest and other related costs of issuing short-term debt to implement scheduled CIP expenditures over the next seven year period.

G-100 **Title: 2015 20 Year LTGO Bond Debt Service**

Proposal: 060.36NA **Department:** Finance

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Approved Prior	Debt Service	43,428,000	62,035,246

Executive Summary

This proposal provides annual debt service funding for the 2015 Limited Tax General Obligation (LTGO) Bonds (General CIP portion) issued for \$79.1 million for the purpose of financing the construction, improving and equipping a portion of the City's CIP Plan which includes streets, sidewalks and other capital improvements and to pay for the acquisition of certain real property. The annual debt service payments are supported by general tax revenues.

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City of Bellevue - Budget One 2019-2025

CIP Budget Project Summaries

Debt Service

G-101 **Title: TIFIA Debt Cost Service**

Proposal: 060.47NA **Department:** Finance

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
New	Debt Service	11,072,686	11,722,686

Executive Summary

This proposal provides annual funding for: 1) Transportation Infrastructure Finance and Innovation Act (TIFIA) lender loan servicing fees, 2) credit rating costs, 3) financial advisors fees, and 4) debt service funding commencing in 2024 for the 2017 Limited Tax General Obligation (LTGO) TIFIA bonds issued to assist with the creation of the BelRed Street Network—a total of 12 multimodal roadways planned to support the new BelRed neighborhood. The annual debt service payments are supported by general tax revenues.

PW-R-82 **Title: Public Works Trust Fund Loan - Principal**

Proposal: 130.79PA **Department:** Transportation

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Ongoing	Debt Service	278,908	1,710,159

Executive Summary

This proposal is for annual principal payments made by the City for any Public Works Trust Fund (PWTF) loans. The PWTF loan is a low-interest loan granted through the State of Washington Department of Community Development that allows high-priority projects to be completed earlier in the plan than would be available if General CIP Revenues were used. The proposed funding covers one active loan set to retire in 2026. This proposal is a companion to 130.80DA, which covers the annual interest payments for the loan.

PW-R-83 **Title: Public Works Trust Fund Loan - Interest**

Proposal: 130.80DA **Department:** Transportation

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Ongoing	Debt Service	6,775	124,426

Executive Summary

This proposal is for annual interest payments made by the City for any Public Works Trust Fund (PWTF) loans. The PWTF loan is a low-interest loan granted through the State of Washington Department of Community Development that allows high-priority projects to be completed earlier in the plan than would be available if General CIP Revenues were used. The proposed funding covers one active loan set to retire in 2026. This proposal is a companion to 130.79PA, which covers the annual principal payments for the loan.

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City of Bellevue - Budget One 2019-2025

CIP Budget Project Summaries

Economic Growth and Competitiveness

CD-37 **Title:** Downtown Community Development Implementation

Proposal: 115.37NA **Department:** Community Development

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Ongoing	Econ Growth & Competitiveness	2,703,000	4,152,000

Executive Summary

This proposal implements a range of Downtown Community Development initiatives including a Comprehensive Downtown Parking Study, adding landscaped medians to select Downtown arterials, identifying opportunities for additional sustainability features Downtown, maintaining electric vehicle charging stations for public use within Downtown, and further implementing wayfinding for publicly accessible open spaces and pedestrian connections through Downtown superblocks. These implementation measures are part of a concerted effort to enhance livability within Downtown Bellevue. Downtown Bellevue is the city’s fastest growing neighborhood and where a majority of planned growth will occur over the next couple growth cycles. By 2030, 19,000 people are forecast to live Downtown along with 70,300 jobs.

CD-41 **Title:** Civic Center Plan

Proposal: 115.41NA **Department:** Community Development

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Approved Prior	Quality Neighborhoods, Innovative, Vibrant, & CC	200,000	550,000

Executive Summary

This proposal will result in a master plan for the Civic Center District, a key node on the Grand Connection at its interface with the eastern portion of Downtown and I-405. The proposal responds directly to Council priority # 14: “Create a civic center plan integrating City Hall, the Metro property, Convention Center expansion, and the Transit Center.” The Plan will resolve a number of key issues, including the future use of the Metro site and its integration with City Hall and the Downtown light rail station, the use of the convention center expansion parcel and how best to serve the convention center’s future space needs, the appropriate pedestrian and bicycle circulation in this district, open space opportunities, the potential for an iconic element or elements anchoring this segment of the Grand Connection, and use of the city-owned Lincoln Center property in Wilburton and its relationship to Civic Center by way of an I-405 bridge/lid.

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City of Bellevue - Budget One 2019-2025

CIP Budget Project Summaries

Economic Growth and Competitiveness

CD-44 **Title:** Grand Connection Implementation

Proposal: 115.52NA **Department:** Community Development

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Approved Prior	Econ Growth & Competitiveness	4,500,000	6,000,000

Executive Summary

The Wilburton-Grand Connection study will establish a far reaching vision and implementation strategy to connect Downtown and Wilburton Commercial areas through a signature urban design element and the re-visioning of the Wilburton Commercial area. The ambitious plan will link many of Bellevue’s attractive and important features such as Meydenbauer Bay, Old Bellevue, the retail core, the Pedestrian Corridor, convention center and the forthcoming Eastside Rail Corridor. The Grand Connection will create a new means of multi-modal connectivity, establishing a signature element while advancing opportunities for recreation, the arts, and community identity. The re-visioning of the Wilburton Commercial area will define a new urban neighborhood for Bellevue and the region. It will seek to complement, rather than compete, with the high growth areas of Downtown and BelRed, while capitalizing on its unique context and opportunities for multi-modal connectivity.

CD-48 **Title:** Public-Private Partnership – Pilot BelRed TOD

Proposal: 115.98NA **Department:** Community Development

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
New	Econ Growth & Competitiveness	1,278,120	3,708,388

Executive Summary

This proposal reallocates existing East Link funds to advance a pilot program for the city to more directly lead developing public-private partnerships. The BelRed Transit Oriented Development (TOD) is an opportunity for the city to creatively and directly impact redevelopment at the BelRed/130th light rail station, and advance coordination with Sound Transit at the Spring/120th and Operations and Maintenance Facility East (OMF East) TOD development. It allows the city to advance TOD development at 130th with the addition of a LTE Public-Private Partnership Manager in the Community Development Dept., under the Economic Development Director. Additionally, this position would coordinate closely with Sound Transit to realize TOD adjacent to the OMF East and Spring District. This will help drive catalytic place making in Bellevue’s employment centers, meet the city’s desired development timelines, and establish catalytic projects to spur redevelopment to support businesses and residents.

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City of Bellevue - Budget One 2019-2025

CIP Budget Project Summaries

Economic Growth and Competitiveness

G-38 **Title: Smart City Connectivity**

Proposal: 090.19NA **Department:** Information Technology

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Ongoing	Econ Growth & Competitiveness	1,855,000	2,502,000

Executive Summary

The purpose of this proposal is to fund projects identified in the Connectivity element of the approved BellevueSmart: Planning for a Smarter City plan and covers the expansion of the City’s public Wi-Fi, fiber optic network throughout Bellevue, and IT efforts to bolster security, data and integration to support smart city projects. This proposal directly responds to Council priorities on advancing the Smart City strategies (High Quality Built and Natural Environment) implementing technologies that improve customer service (High Performance Government), and it also directly responds to the Infrastructure Development and Community Development factors in the Economic Growth and Competitiveness outcome.

G-105 **Title: Competitiveness and Collaboration**

Proposal: 115.97NA **Department:** Community Development

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Ongoing	Econ Growth & Competitiveness	196,000	796,000

Executive Summary

This proposal for the Cultural and Economic Vitality Office (CEVO) Competitiveness and Collaboration CIP will continue to support the City’s work focus on catalytic place-making to support Bellevue’s economy by attracting and retaining talent. Discover Bellevue is a place-making program to elevate the quality of Bellevue's built environment through private-public participation in the creation of a more beautiful and functional city. This program will initially support place-making at identified transit oriented developments in BelRed and employment centers outside of downtown Bellevue. The program will undertake a comprehensive city-wide retail strategy to complement the existing economic development strategy.

G-107 **Title: Council Contingency**

Proposal: 060.42NA **Department:** Finance

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Ongoing	Econ Growth & Competitiveness	7,000,000	7,500,000

Executive Summary

This CIP project is funding for Council Contingency projects that the City Council may identify.

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City of Bellevue - Budget One 2019-2025

CIP Budget Project Summaries

Economic Growth and Competitiveness

G-112 **Title:** Arts and Culture Fund

Proposal: 060.48NA **Department:** Finance

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Ongoing	Econ Growth & Competitiveness	1,400,000	1,600,000

Executive Summary

This CIP project creates an Arts and Culture Fund governed by the guiding principles adopted by Council in 2006 for the City’s investments in cultural arts. Council directed staff to work with the requesters of KidsQuest, Pacific Northwest Ballet, and the Bellevue Arts Museum to evaluate the requests and to ensure the requests will be in alignment with the adopted principles.

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City of Bellevue - Budget One 2019-2025

CIP Budget Project Summaries

Safe Community

G-110 **Title: Citywide Security Improvements**

Proposal: 045.70NA **Department:** Civic Services

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Approved Prior	Safe Community	200,000	450,000

Executive Summary

The City Security Team (CST) was formed in late 2015 as an adjunct to the city’s existing Threat Assessment Team in response to increased safety concerns due to the nationwide escalation of mass casualty incidents. The team’s mission was to establish citywide best practices for preventive security measures, assess vulnerabilities for corrective action, and to increase security and safety awareness/knowledge through staff training and education on how to recognize, prevent and respond to potential threats. The CST has identified and addressed a variety of security-related improvements to date, including infrastructure upgrades, notification and self-help tools, and training and awareness programs. Their ongoing mission has been endorsed by a Steering Team and this CIP seeks to fund their continuing endeavors.

PS-16 **Title: Fire Facility Major Maintenance**

Proposal: 070.10NA **Department:** Fire

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Ongoing	Safe Community	17,130,000	33,341,297

Executive Summary

This proposal provides funding for major repairs and/or upgrades required at nine (9) Fire Stations and the Public Safety Training Center which are not of sufficient magnitude to warrant a separate capital investment project. The facilities are unique and have special requirements necessary to operate efficiently and respond to fire and medical emergencies twenty-four hours a day, seven days a week. The Fire Department Long Range Facility Plan and facility survey documented numerous deferred maintenance issues and facility renovations needed to stop the deterioration of fire facilities and provide for the safety of personnel. While the annual allocation was raised in the last budget cycle from \$1M to \$2M, it is not sufficient to adequately maintain the remaining aging fire stations and training center. This request includes an incremental increase of funding annually to move towards the maintenance plan to extend the safe occupancy of existing fire station facilities.

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City of Bellevue - Budget One 2019-2025

CIP Budget Project Summaries

Safe Community

PS-63 **Title: Fire Facility Master Plan**

Proposal: 070.23NA **Department:** Fire

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Approved Prior	Safe Community	19,150,000	29,250,000

Executive Summary

In 2013, the Bellevue City Council authorized the development of a Fire Facility Master Plan to meet the changing emergency response needs of the community. The consultant study analyzed population, fire risk, service demand, emergency response performance, firefighter health & safety, operations, training requirements and functional space needs at nine fire stations and the Public Safety Training Center. Due to fiscal constraints, only the most critical needs were funded in this CIP project. The two most critical needs identified in the study were: 1. Rebuilding Fire Station Five (\$15.1 M); and, 2. Purchasing property for a new downtown fire station (\$14.1 M). A separate funding plan has been developed to address the other facility needs identified in the master plan.

PS-64 **Title: Fire Station 10 (Levy)**

Proposal: 070.32NA **Department:** Fire

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Approved Prior	Safe Community	11,800,000	24,100,000

Executive Summary

In November 2016, Bellevue voters approved a levy to fund improvements to fire facilities. The approved levy increased the city’s regular property tax levy by \$0.125 in 2017. This increase is allowed by chapter 84.55 RCW for each year remaining in the levy. The first project scheduled for completion with levy funding is the construction of the new Fire Station 10. Land acquisition for the new station was funded in 2015 in CIP project PS-63 Fire Long Range Facility Plan; the purchase process is underway. A request for proposal was issued for the design of the station in the early months of 2018, with an award forthcoming sometime soon.

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City of Bellevue - Budget One 2019-2025

CIP Budget Project Summaries

Safe Community

PS-65 Title: Fire Station 4 (Levy)

Proposal: 070.33NA **Department:** Fire

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Approved Prior	Safe Community	35,835,922	35,835,922

Executive Summary

In November 2016, Bellevue voters approved a levy to fund improvements to fire facilities. The approved levy increased the city’s regular property tax levy by \$0.125 in 2017. This increase is allowed by chapter 84.55 RCW for each year remaining in the levy. This project provides funding to relocate Fire Station 4 where site limitations preclude reconfiguration or expansion at the existing location. Due to continued growth throughout the city, Fire Station 4 has been designated as a future taskforce station. This designation requires additional space to house more emergency response units. Relocation of Battalion taskforces to new station 4 and station 6 provide for improved ladder company and incident command response in addition to improving the department’s ability to establish an effective firefighting force for larger incidents in areas that have the highest projected growth and density - Downtown, Bel-Red, and Factoria.

PW-M-19 Title: Major Maintenance Program

Proposal: 130.89NA **Department:** Transportation

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Ongoing	Safe Community	9,213,000	18,393,006

Executive Summary

This program will inventory and prioritize needs for maintenance, rehabilitation, reconstruction, or replacement of significant transportation systems components and other transportation related right-of-way appurtenances. The program will address high priority maintenance needs including, but not limited to, the repair, rehabilitation, or replacement of roadways, walkways, trails, retaining walls, rockeries, guardrail, pedestrian safety railing, City-owned fences, and maintenance to existing signals and lighting systems.

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City of Bellevue - Budget One 2019-2025

CIP Budget Project Summaries

Improved Mobility and Connectivity

CD-30 Title: Station Area Planning Implementation (East Main/South Bellevue)

Proposal: 115.26NA **Department:** Community Development

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Ongoing	Improved Mobility and Connectivity	4,500,000	5,500,000

Executive Summary

Sound Transit connects light rail stations with the adjacent pedestrian and bicycle facilities. It’s important that the connections further out with the surrounding neighborhoods linking pedestrians and bicyclists to the transit stations seamlessly. The City has worked closely with neighborhoods in the South Bellevue and East Main station areas to identify projects that improve access to stations and that better integrate stations with those areas. Funding projects like sidewalks, overpasses, bike paths, lighting and signage make it easier for Bellevue residents, employees and visitors to use light rail. This will enhance livability by improving connectivity across multiple modes (i.e. pedestrian, bicycle, transit) and maximize the value and efficiency of light rail infrastructure investment.

PW-M-1 Title: Overlay Program

Proposal: 130.85PA **Department:** Transportation

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Ongoing	Improved Mobility and Connectivity	51,418,200	175,569,209

Executive Summary

This proposal funds the annual Overlay Program (“Overlay”) from data collection and design through construction. It continues to prioritize arterial street rehabilitation as requested by the City Council. This program is a main implementation program for retrofitting adjacent wheelchair curb ramps as mandated by the Americans with Disabilities Act (ADA) and installing audible pedestrian signal system modifications; it cost-effectively supports other programs by performing curb and sidewalk repairs on overlay sites, repairs or implements new bike lanes coincident with overlay, installation of new traffic detection systems for SCATS signal system implementation, and performs pavement restoration for streets cut by the Utilities Department in the repair of their systems. The program also funds the bridge inspection program mandated by the FHWA’s National Bridge Inspection Standards.

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City of Bellevue - Budget One 2019-2025

CIP Budget Project Summaries

Improved Mobility and Connectivity

PW-M-2 Title: Minor Capital - Traffic Operations

Proposal: 130.90NA **Department:** Transportation

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Ongoing	Improved Mobility and Connectivity	1,337,000	12,447,186

Executive Summary

This program funds minor capital transportation improvements throughout the City to address traffic operation issues and concerns. Typical projects include new crosswalk installations, sign upgrades, channelization improvements, access management improvements, new bike lanes, bicycle route signing, and sidewalk and new curb ramp installations. This program also implements pilot projects using new, innovative traffic control devices and evaluates their effectiveness. This program often provides matching funds to grant funded projects to improve pedestrian and bicycle mobility while observing ADA requirements.

PW-M-7 Title: Neighborhood Traffic Safety Program

Proposal: 130.98NA **Department:** Transportation

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Ongoing	Improved Mobility and Connectivity	2,673,000	11,472,276

Executive Summary

This program supports the Council priority of implementing projects in neighborhoods that focus on safety and connectivity with a particular emphasis on traffic calming. This proposal funds design and construction of neighborhood traffic calming/safety improvements that change driver behavior and address excessive vehicle speeds, motorists cutting through neighborhoods to bypass arterial streets, and enhances pedestrian/bicycle safety. Improvements include speed humps, traffic circles, etc. This proposal also funds the design and installation of school zone improvements (flashing school zone beacons, raised crosswalks) and educational programs to encourage safe driving and student pedestrian behavior. A marked increase in the number of citizen requests for solutions to traffic safety issues in their neighborhood continues to climb. Capital funds are used to design and construct projects to address the most severe issues at prioritized locations and support the Vision Zero initiative.

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City of Bellevue - Budget One 2019-2025

CIP Budget Project Summaries

Improved Mobility and Connectivity

PW-M-20 Title: Minor Capital - Signals and Lighting

Proposal: 130.86NA **Department:** Transportation

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Ongoing	Improved Mobility and Connectivity	4,656,000	7,943,079

Executive Summary

This proposal includes an enhancement to fund the upgrade of approximately 1,500 City-owned metered streetlights and 700 flat-rate PSE owned streetlights to LEDs, resulting in \$150,000 annually in energy bill savings and another \$23,000 annually when a control system is implemented in year three. Over 15 years or more (the lifespan of LED lamps), the City will save at least 28 million kw-hours resulting in about 8,145 metric tonnes of greenhouse gas emission reductions. Benefits of this project include enhancing City assets, increasing illuminance and safety, reducing light pollution, investing in smarter technology, regional alignment, reducing maintenance cycles, lengthening an asset lifecycle from 5-7 to 15 or more, and delivering energy cost savings. Total costs of ~\$1.5m, with ~\$360k of funding from a Commerce Grant and PSE rebate, with net funding ask of \$1.2m. Simple payback due to energy cost savings in the operating fund starting in 2021 is seven years.

PW-R-46 Title: Traffic Safety Improvements

Proposal: 130.78NA **Department:** Transportation

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Ongoing	Improved Mobility and Connectivity	893,000	4,523,131

Executive Summary

This program will implement various roadway safety-related capital improvements citywide as identified through the Collision Reduction Program, deficiency analysis, and community input. Projects include road rechannelization and access revisions to reduce traffic collisions, guardrail installation, roadside hazard removal, pedestrian crossing enhancements, improved roadway lighting, and other safety improvements. This program will also support Vision Zero through the proactive advancement of safety improvement throughout the City.

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City of Bellevue - Budget One 2019-2025

CIP Budget Project Summaries

Improved Mobility and Connectivity

PW-R-156 Title: ITS Master Plan Implementation Program

Proposal: 130.82NA **Department:** Transportation

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Ongoing	Improved Mobility and Connectivity	3,361,000	5,177,002

Executive Summary

This program will fund implementation of projects in the City’s Intelligent Transportation Systems (ITS) Master Plan. It also supports initiatives that will help Bellevue reach the Council’s goal of creating a “Smart City” that uses advanced technology and integration to more efficiently manage all City functions. This proposal is a key strategy in how Bellevue will support mobility through better roadway management, and provides resources necessary to construct new ITS projects and continue to improve the SCATS adaptive system. Traditional approaches to transportation improvements have focused on roadway widening for added capacity. Employment of ITS allows agencies to provide systematic transportation improvements that focus on better efficiency and providing more information to motorists and the agency. This innovative approach allows the road system to be managed in a way that promotes more informed decision making by the traveling public and multi-modal transportation options.

PW-R-159 Title: East Link Analysis and Development

Proposal: 130.56PA **Department:** Transportation

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Approved Prior	Improved Mobility and Connectivity	3,263,277	18,321,695

Executive Summary

This project continues funding staff and consultant resources to participate with Sound Transit and other potential partners to advance construction and coordinate design changes of the East Link light rail project and deliver on commitments made in the Memorandum of Understanding (MOU). Work tasks will include, but are not limited to, activities that relate directly or indirectly to the East Link project, including City-sponsored projects and programs (operating budget proposal, East Link Overall (#130.07DA) provides further detail for the 2019-2025 workprogram).

Note – CIP Proposal Executive summaries are listed in CIP Plan Number order. They do not include reserve proposals, nor do they include operating proposals which can be found in the Operating section. They are as provided by the Department submitting the proposal. Summaries are provided as a general overview education of the particular CIP project. City Council will continue deliberations through December when the final budget is adopted. Projects only include project costs in 2019-2025 and does not include Carryforwards from 2018.

City of Bellevue - Budget One 2019-2025

CIP Budget Project Summaries

Improved Mobility and Connectivity

PW-R-162 Title: NE 6th Street Extension

Proposal: 130.61NA **Department:** Transportation

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Closed	Improved Mobility and Connectivity	0	960,000

Executive Summary

This project is part one of a series of high priority projects connecting the Downtown Bellevue, the Wilburton Subarea, and the Bel-Red Corridor. This proposal would maintain limited design analysis funding to support efforts to coordinate with WSDOT and other entities on the extension of NE 6th Street, from the median of I-405 east to 120th Avenue NE, providing high occupancy vehicle (HOV) and Transit access to and from both sides of I-405. NE 6th Street would also provide the primary non-motorized crossing across I-405 to downtown and connection to the future regional non-motorized facility planned for the Eastside Rail Corridor (ERC). Funding this proposal allows us to closely coordinate with WSDOT as it advances the I-405 Master plan, Sound Transit's East Link light rail project, and the future uses of the ERC.

PW-R-166 Title: 124th Ave NE - Spring Blvd to Ichigo Way (NE 18th)

Proposal: 130.54NA **Department:** Transportation

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Approved Prior	Improved Mobility and Connectivity	9,258,000	33,239,235

Executive Summary

This project completes design, right of way, and construction of 124th Avenue NE from NE Spring Blvd. to Ichigo Way. It will widen and raise the roadway to accommodate Sound Transit East Link light rail line (LRT) crossing under the roadway. The cross-section will consist of five lanes, two travel lanes in each direction with turn pockets or a center turn lane, curb, gutter and sidewalks on the eastside for the entire project and the west side from NE Spring Blvd. to NE 16th Street. It will include planter areas, a bridge structure, retaining walls, illumination, landscaping, irrigation, storm drainage, water quality treatment, a new signal at NE 16th, and new/relocation of utility infrastructure. This project will be coordinated with private development and the 124th Avenue NE- NE 12th Street to NE Spring Blvd. (PW-R-169); 124th Avenue NE- Ichigo Way to Northup Way (PW-R-191); and, NE Spring Blvd. Zone 2 (PW-R-173) NE projects. Implementation may be in phases.

Note – CIP Proposal Executive summaries are listed in CIP Plan Number order. They do not include reserve proposals, nor do they include operating proposals which can be found in the Operating section. They are as provided by the Department submitting the proposal. Summaries are provided as a general overview education of the particular CIP project. City Council will continue deliberations through December when the final budget is adopted. Projects only include project costs in 2019-2025 and does not include Carryforwards from 2018.

City of Bellevue - Budget One 2019-2025

CIP Budget Project Summaries

Improved Mobility and Connectivity

PW-R-169 Title: 124th Avenue NE - NE 12th Street to NE Spring Boulevard

Proposal: 130.45NA **Department:** Transportation

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Approved Prior	Improved Mobility and Connectivity	9,388,000	20,085,000

Executive Summary

This project completes design, property acquisition and construction of 124th Avenue NE from NE 12th Street (Bel-Red Rd) to NE Spring Blvd. The roadway cross-section consists of five lanes, including two travel lanes in each direction with turn pockets or center turn lane; curb, gutter, and separated multi-use paths on both sides; retaining walls; illumination, landscaping, irrigation, storm drainage and water quality treatment, intersections/signal system improvements. The project will be designed and constructed to accommodate any new and/or relocation of existing utility infrastructure and will be coordinated with the 124th Avenue NE – NE Spring Blvd. to Ichigo Way (PW-R-166) project. This project completed conceptual design of non-motorized improvements between NE 8th and NE 12th Streets and designed/completed mitigation measures south of 8th Street to protect residential communities from potential traffic impacts of BelRed growth and the major roadway projects in the vicinity.

PW-R-170 Title: 130th Avenue NE - Bel-Red Road to NE 20th Street

Proposal: 130.46NA **Department:** Transportation

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Approved Prior	Improved Mobility and Connectivity	18,364,399	26,700,000

Executive Summary

This project provides multi-modal improvements along 130th Avenue NE between BelRed Road and NE 20th Street. The improvements include curb, gutter, sidewalk, landscaping, illumination, drainage, water quality treatment, bicycle facilities on both sides of the street, on-street parking at select locations, potential mid-block crossings, intersection improvements including turn lanes at NE Spring Blvd., potential traffic signal and intersection modifications at NE 20th Street and at BelRed Road; and, accommodation for a Sound Transit East Link light rail crossing at the NE Spring Blvd. alignment. The project will be designed in coordination with the Sound Transit East Link light rail line project crossing 130th Avenue NE at the NE Spring Blvd. alignment, the planned light rail station and park & ride facility between 130th and 132nd Avenues NE, private development in the vicinity, and the development of NE Spring Blvd. - 130th to 132nd Avenues NE (CIP Plan No. PW-R-174) project.

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City of Bellevue - Budget One 2019-2025

CIP Budget Project Summaries

Improved Mobility and Connectivity

PW-R-172 Title: NE Spring Blvd (Zone 1) - 116th to 120th Avenues NE

Proposal: 130.48NA **Department:** Transportation

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Approved Prior	Improved Mobility and Connectivity	6,667,000	33,432,137

Executive Summary

This project will complete design and construction of a new multi-modal arterial street connection between NE 12th Street/116th Avenue NE and 120th Avenue NE. The existing NE 12th/116th intersection will be modified and NE 12th will be widened between 116th Avenue NE and a new signalized intersection with NE Spring Blvd. west of the Eastside Rail Corridor. The planned roadway cross-section for NE Spring Blvd between NE 12th and 120th will include two travel lanes in each direction with turn pockets, a separated multi-purpose path along the north side and a sidewalk on the south side, two bridges and retaining walls, landscaping and irrigation, urban design elements, illumination, storm drainage improvements and water quality treatment, and other underground utilities. The project will be designed and constructed in coordination with Sound Transit so that it may cross over the East Link light rail alignment and Eastside Rail Corridor. The construction phase may be implemented in stages.

PW-R-173 Title: NE Spring Boulevard (Zone2) - 120th to 124th Avenues North

Proposal: 130.47NA **Department:** Transportation

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Approved Prior	Improved Mobility and Connectivity	-3,235,408	18,346,160

Executive Summary

This project will complete design and construction of a new multi-modal arterial street connection between 120th and 124th Avenues NE, including signalized intersections at 120th, 121st, 123rd, and 124th Avenues NE. The planned roadway cross-section will include two travel lanes in each direction with turn pockets or center medians, sidewalks with buffered bicycle paths on both sides, landscaping and irrigation, urban design elements, illumination, storm drainage improvements and water quality treatment, and other underground utilities. On-street parking will be provided along the north side of the roadway. The project will be coordinated with the Spring District private development and Sound Transit East Link light rail station, NE Spring Blvd - 116th to 120th Avenue NE (Zone 1; PW-R-172), 120th Avenue NE – NE 12th to NE 16th Street (Stage 3; PW-R-168); and, 124th Avenue NE – NE Spring Blvd to NE 18th Street (PW-R-166). The construction phase may be implemented in stages.

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CIP Budget Project Summaries

Improved Mobility and Connectivity

PW-R-174 Title: NE Spring Boulevard - 130th to 132nd Avenues NE

Proposal: 130.42NA **Department:** Transportation

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
Approved Prior	Improved Mobility and Connectivity	16,678,037	21,786,000

Executive Summary

This project will complete the design of the roadway cross-section and construct transportation system improvements of a new arterial roadway connection between 130th and 132nd Avenues NE. The project includes a new traffic signal at 130th Avenue NE, modifies a signal at 132nd Avenue NE (to be built by Sound Transit) and will integrate vehicular traffic, pedestrian, and bicycle movements with the East Link Light Rail Transit (LRT) project. The roadway cross-section will include single westbound and eastbound travel lanes, outside the LRT alignment and 130th LRT station. Other improvements include sidewalks, bicycle facilities, illumination, landscaping and irrigation, storm drainage and water quality treatment, and other underground utilities. The project will be designed and constructed in coordination with ST, private development, transit-oriented development, and the 130th Avenue NE – BelRed Road to NE 20th Street (PW-R-170) project. This project may be implemented in two stages.

PW-R-182 Title: Downtown Transportation Plan/Exceptional Light Rail Station Access

Proposal: 130.108NA **Department:** Transportation

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
Approved Prior	Improved Mobility and Connectivity	10,300,000	13,200,000

Executive Summary

This project implements the Downtown Transportation Plan (DTP) to improve mobility options for people traveling to/from and within Downtown Bellevue. Significant emphasis is given to improvements that provide exceptional pedestrian and bicycle access to the Downtown light rail stations, in Old Bellevue, and along the Grand Connection. DTP identified intersections that merit “Enhanced” or “Exceptional” treatment to safely accommodate pedestrians. Also, DTP identified and established locations and near-term priorities for new midblock crossings. To implement the Comprehensive Plan vision for the character of three Downtown roadway corridors – 106th Avenue NE, 108th Avenue NE and Main Street – analysis and community engagement will determine the design of travel lanes, intersections, mid-block crossings, sidewalks, transit and bicycle facilities.

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City of Bellevue - Budget One 2019-2025

CIP Budget Project Summaries

Improved Mobility and Connectivity

PW-R-183 Title: West Lake Sammamish Parkway, Phase 2

Proposal: 130.44NA **Department:** Transportation

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Approved Prior	Improved Mobility and Connectivity	5,000,000	8,000,000

Executive Summary

This project will conduct a design alternatives analysis in coordination with the community and other stakeholders, complete design and construct roadway improvements on West Lake Sammamish Parkway generally between the SE 200 Block and the NE 800 Block. Full width improvements will be limited to this segment of West Lake Sammamish Parkway and include from east to west: a minimum 4-foot shoulder; two, 10-foot wide travel lanes; 0-5 foot wide buffer; and, 8-10 foot wide multiuse path. The project will also make storm drainage, water quality and fish passage improvements as needed throughout the project corridor. In addition, the project will be coordinated with improvements from the Utilities Department Small Diameter Water Main Replacement program (CIP Plan No. W-16) for the reconstruction of a water main between SE 1900 and NE 800 Block.

PW-R-184 Title: Bellevue Way SE HOV Lane - 112th Avenue SE 'Y' to I-90

Proposal: 130.03NA **Department:** Transportation

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Approved Prior	Improved Mobility and Connectivity	5,000,000	9,400,000

Executive Summary

This project funds the design and right of way acquisition of phase one of Bellevue Way SE, which will construct a new inside southbound HOV lane and a planter at the base of a retaining wall from the Winter's House to the future South Bellevue light rail station. It would connect to the section of Bellevue Way, including an HOV lane that extends to I-90, which will be built by Sound Transit. The design phase will include a public engagement process to help ensure the informed consent of the local community and other stakeholders in the Bellevue Way SE corridor as well as completion of environmental documentation. Future project implementation includes construction of phase one and design, right of way acquisition and construction of phase two, which extends the southbound HOV lane from the Winter's house to 108th Avenue SE and approximately 400 feet along 112th Avenue SE to the north.

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CIP Budget Project Summaries

Improved Mobility and Connectivity

PW-R-186 Title: 120th Avenue NE Stage 4, NE 16th Street to Northup Way

Proposal: 130.99NA Department: Transportation

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
Approved Prior	Improved Mobility and Connectivity	2,200,000	3,000,000

Executive Summary

This project funds the engineering design and coordination work of an interagency partnership between the City of Bellevue, King County and Sound Transit to develop preliminary plans, cost estimates, and update environmental documentation needed to evaluate the feasibility and impacts of the widening and realignment of 120th Avenue NE between NE 16th Street and Northup Way. The project will evaluate how the roadway alignment may accommodate the planned Sound Transit Operations and Maintenance Facility East (OMFE) and potential Transit Oriented Development on the west side of the roadway corridor. The project will also include evaluation of the NE 16th Street intersection, both sides of 120th Avenue NE, with particular focus on the west side (the south end of the planned OMFE); evaluating the approach alignment and the feasibility of potential extension of NE 16th Street west to 116th Avenue NE.

PW-R-190 Title: 124th Avenue NE – NE 8th to NE 12th Streets

Proposal: 130.120NA Department: Transportation

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
Approved Prior	Improved Mobility and Connectivity	565,000	919,000

Executive Summary

This project advances the design, property acquisition and construction of non-motorized improvements on 124th Avenue NE from NE 8th Street to NE 12th St (BelRed Rd). Funding may initially provide for implementation of an interim solution to address safety issues along this segment of the corridor, until the City is able to acquire the Post Office site which is currently under a 10-year lease. The ultimate scope envisioned is to construct separated multi-use paths on both sides, illumination, landscaping, irrigation, storm drainage and water quality treatment.

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City of Bellevue - Budget One 2019-2025

CIP Budget Project Summaries

Improved Mobility and Connectivity

PW-R-191 Title: 124th Avenue NE/Ichigo Way (NE 18th Street) to Northup Way

Proposal: 130.110NA **Department:** Transportation

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Approved Prior	Improved Mobility and Connectivity	17,472,000	30,796,000

Executive Summary

This project advances the design, property acquisition and construction of 124th Avenue NE from Ichigo Way (NE 18th Street) to Northup Way. This project will widen and raise the profile for 124th Avenue NE between Ichigo Way (NE 18th Street) and Northup Way. The roadway cross-section will consist of five lanes, including two travel lanes in each direction with turn pockets or a center turn lane, install curb, gutter and sidewalk on both sides, install a new signal at Ichigo Way, and illumination, landscaping, irrigation, storm drainage and water quality treatment, retaining walls, culvert replacement, wetland buffer and critical area mitigation, landscaping, underground utilities, urban design treatments, and provisions for gateways. This project also provides funding to complete design, property acquisition and construction of a multipurpose pathway on the west side between NE 16th Street and Ichigo Way and replaces existing City of Seattle transmission towers with mono-tube towers.

PW-R-194 Title: West Lake Sammamish Parkway Phase 3

Proposal: 130.117NA **Department:** Transportation

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Approved Prior	Improved Mobility and Connectivity	8,000,000	8,000,000

Executive Summary

The project will conduct a design alternatives analysis in coordination with the community and other stakeholders, select a preferred design alternative, and develop preliminary engineering of the third phase of the West Lake Sammamish Parkway corridor improvements (of five anticipated phases). The design analysis process will confirm Phase 3 termini and consider variations to the original scope and/or project implementation methods with the intent of developing less costly alternatives while maintaining the original project objectives.

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City of Bellevue - Budget One 2019-2025

CIP Budget Project Summaries

Improved Mobility and Connectivity

PW-R-198 Title: Neighborhood Congestion Management (Levy)

Proposal: 130.124NA **Department:** Transportation

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Approved Prior	Improved Mobility and Connectivity	14,000,000	18,000,000

Executive Summary

The Transportation Department has a backlog of neighborhood safety, connectivity and congestion reduction needs. Utilizing 2016 Neighborhood Safety, Connectivity and Congestion Management levy funds, this project specifically addresses Council funding guidance for \$2 million annually to help address the congestion issues. This program targets small to medium sized projects that can improve capacity and reduce congestion on streets leading to or from residential neighborhoods to help ease traffic congestion and improve mobility for residents of Bellevue. This budget can be used for traffic studies and outreach to evaluate potential locations for improvement; preliminary and final design for the improvement; and, construction for any project that helps benefit neighborhood congestion. Optimal use of funds is to leverage as a match to a grant that could fully fund design and construction since the allocated dollars are not enough to build many of the possible projects.

PW-R-199 Title: Neighborhood Safety and Connectivity (Levy)

Proposal: 130.125NA **Department:** Transportation

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Approved Prior	Improved Mobility and Connectivity	43,332,183	54,132,183

Executive Summary

The Transportation Department has a backlog of neighborhood safety, connectivity, sidewalk, bicycle, technology, and maintenance needs. Examples include: a backlog of neighborhood sidewalk projects identified by community members that would take more than 30 years to complete at current funding levels; backlogs of pedestrian crossing projects, traffic calming projects in neighborhoods all over the City, school traffic improvement projects, and a funding shortfall for new and upgraded bicycle facilities citywide. During the first two years, over 35 projects were identified for delivery.

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CIP Budget Project Summaries

Improved Mobility and Connectivity

PW-R-200 Title: Neighborhood Congestion Management Project Implementation

Proposal: 130.127NA **Department:** Transportation

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
New	Improved Mobility and Connectivity	5,000,000	5,000,000

Executive Summary

In November 2016, the residents of Bellevue approved Proposition 2 which assessed a \$0.15 per \$1000 levy to fund Neighborhood Safety, Connectivity and Congestion Management projects. Council identified \$2 million of the levy funds collected be used to begin the design process for projects that help to alleviate congestion affecting neighborhoods. This project will complete design and fund construction of neighborhood congestion projects that address and ease congestion for motor vehicles within, near and/or connecting neighborhoods to services to improve access and mobility.

PW-R-201 Title: Bellevue College Connection

Proposal: 130.131NA **Department:** Transportation

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
New	Improved Mobility and Connectivity	400,000	400,000

Executive Summary

This proposal, a partnership between King County Metro (Metro), Bellevue College (BCC) and the City, will reconstruct campus and City roadways to support frequent transit bus service, construct sidewalks and accessible bus stops and modify the 142nd Place SE/SE 32nd Street intersection. It will include a separated multi-use paved path connecting 145th Place SE to the Mountains to Sound Greenway Trail. It will provide weather protection on 142nd Place SE for transit users, pedestrians and cyclists. A Bellevue College Transit Center is envisioned to be developed along the corridor. This current funding request will advance design in partnership with Metro and BCC.

PW-R-202 Title: 150th Avenue SE at SE Newport Way

Proposal: 130.134NA **Department:** Transportation

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
New	Improved Mobility and Connectivity	2,500,000	2,500,000

Executive Summary

In November 2016, the residents of Bellevue approved Proposition 2 which assessed a \$0.15 per \$1,000 levy to fund Neighborhood Safety, Connectivity and Congestion Management projects. Council identified \$2 million of the levy funds collected be used to begin the design process for projects that help to alleviate congestion affecting neighborhoods. This project funds the completion of design and the construction of a corridor-benefiting congestion management project on 150th Avenue SE at the intersection with SE Newport Way. Traffic modeling analysis has shown that the addition of a right turn lane and associated intersection modifications provide significant benefit by reducing traffic delay at this intersection.

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City of Bellevue - Budget One 2019-2025

CIP Budget Project Summaries

Improved Mobility and Connectivity

PW-W/B- Title: Pedestrian and Bicycle Access and Connections

56 Proposal: 130.84NA Department: Transportation

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Approved Prior	Improved Mobility and Connectivity	3,565,000	13,361,286

Executive Summary

This proposal maintains funding for the Pedestrian and Bicycle Access and Connections Program (CIP PW-W/B-56) to improve access and connections for people walking and bicycling. Projects funded through this program enhance mobility for everyone and simultaneously promote community health and foster environmental sustainability. The program priorities – derived from policy support in the Transportation Element of the Comprehensive Plan and metrics, standards and guidelines established through Multimodal Level-of-Service – are to provide access to and enhance connections for people walking and bicycling to schools, shopping, jobs, transit, parks and other destinations. Program funds build discrete small projects and may be used to leverage grants, and to enable partnerships with other City programs, agencies, or the private sector to construct larger-scale projects.

PW-W/B- Title: Neighborhood Sidewalks

76 Proposal: 130.57NA Department: Transportation

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Ongoing	Improved Mobility and Connectivity	8,905,000	17,427,309

Executive Summary

This proposal enforces the City’s commitment to build a safe and continuous pedestrian system and enhance quality of life and the environment by promoting pedestrian and bicycle travel over motor vehicle trips. Sidewalks are one of the most requested neighborhood improvements the City receives. This proposal would fund individual, mid-sized neighborhood sidewalk projects that may not otherwise compete well as stand-alone projects for citywide Capital Investment Program (CIP) funding. Typically costing between \$500,000 and \$2,000,000, these projects connect neighborhoods and provide convenient access to schools, shopping and activity centers, bus systems, and parks throughout the City. Projects are prioritized in consideration of safety issues, accessibility to destinations, connections to transit systems, and ultimately, by strong community support.

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City of Bellevue - Budget One 2019-2025

CIP Budget Project Summaries

Improved Mobility and Connectivity

PW-W/B- Title: Mountains to Sound Greenway Trail Design

78 Proposal: 130.16NA Department: Transportation

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Approved Prior	Improved Mobility and Connectivity	355,000	3,561,173

Executive Summary

This project will advance the design of priority segments of the Mountains to Sound Greenway (MTSG) Trail between I-405 and Lakemont Blvd. SE. This project will continue work initiated by the MTSG Trail Design Study. The current project budget is intended to fully fund the design phase for all at-grade segments between I-405 and 150th Avenue SE and vicinity of 156th Avenue SE and Lakemont Blvd. SE. Future project implementation may occur in phases or include interim facilities dependent upon funding availability and coordination with other public capital investments or private developments along the project alignment. This project is a continuation of the first phase of the Mountains to Sound Greenway Trail, from I-405 to 132nd Avenue SE, scheduled for construction in 2018 and 2019.

PW-W/B- Title: Mountains to Sound Greenway Trail – I-405 to 132nd Avenue SE

83 Proposal: 130.126NA Department: Transportation

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
New	Improved Mobility and Connectivity	16,055,000	17,555,000

Executive Summary

This project will construct the first phase of the Mountains to Sound Greenway Trail from I-405 to 132nd Avenue SE. The trail design includes a 12-foot wide paved trail, a grade separated crossing over Factoria Blvd. SE, a tunnel under the I-405/I-90 ramps, walls, storm system improvements, natural storm drainage practices where feasible, landscaping, street lighting, street furniture and wayfinding. The project will also add storage capacity to the Eastbound I-90 Offramp at Factoria Blvd. SE by relocating the existing trail and adding one additional storage lane. The project also will partner with WSDOT I-405 Renton to Bellevue Widening project to construct a single wall for the benefit for both projects. This project is funded by \$14 million in State Connecting Washington Funds and approximately \$2 million from WSDOT's I-405 Renton to Bellevue for the joint wall work.

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City of Bellevue - Budget One 2019-2025

CIP Budget Project Summaries

Responsive Government

G-04 **Title:** Hearing Accessibility for Public Spaces

Proposal: 045.65NA **Department:** Civic Services

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Approved Prior	Responsive Government	120,000	480,000

Executive Summary

This important project increases opportunities for participation and public dialogue for people with hearing loss, directly supports Council’s priority to implement hearing accessibility, improves transparency and open government, and meets Americans with Disabilities Act (ADA) requirements. In 2016, state-of-the-art hearing loop systems were installed at City Hall in high priority public meeting rooms (council chamber, council conference room, and room 1E-108) and the Bellevue Youth Theatre. This proposal continues the next phase of hearing accessibility work, focusing on installations in public meeting rooms and service counters at community centers and the botanical garden. We will also add the loop system to service counters in City Hall at Service First and Police Lobby.

G-59 **Title:** Finance/Human Resources Systems

Proposal: 060.04NA **Department:** Finance

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
	Responsive Government	500,000	15,750,349

Executive Summary

This proposal provides funding and support for Finance and Human Resources Department’s technology systems. Current projects and/or systems supported by this proposal include: the City’s Enterprise Resource System (ERP) System; the implementation of a new Human Resources Talent Management system; the Business and Occupation Tax system (PRAXIS); and maintenance and enhancement of financial reporting and data analytic tools.

G-94 **Title:** Enterprise Application Replacement Reserve

Proposal: 090.17NA **Department:** Information Technology

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Ongoing	Responsive Government	6,800,000	8,900,000

Executive Summary

Critical city operations rely on enterprise applications. This proposal provides a funding stream to partially fund the eventual replacement several systems used by all staff and serving all departments, such as the financial system, human resources system, work order management, payment system, city website, and others. The collective cost of these applications is around \$8 million to procure and implement, and planning for replacement provides the ability to respond to future business needs and changes in technology.

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City of Bellevue - Budget One 2019-2025

CIP Budget Project Summaries

Responsive Government

G-113 Title: Facility Services Major Maintenance

Proposal: 045.72NA Department: Civic Services

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
New	Responsive Government	9,774,526	9,774,526

Executive Summary

This proposal provides funding for planned upgrades, maintenance projects, unexpected major repairs, or building remodels required at City Hall and the Bellevue Service Center to maintain the safety and efficiency of these facilities. Projects are beyond the scope of Facility Services' normal maintenance and operating budget but do not meet the threshold of a discrete capital project. Projects generally fall in the \$25K to \$500K range. Facility Services staff has developed, and regularly reviews, a 10-year Major Maintenance Plan that identifies and prioritizes the needed projects each year.

PW-M-15 Title: Wetland Monitoring

Proposal: 130.88NA Department: Transportation

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Ongoing	Responsive Government	333,000	557,239

Executive Summary

This proposal funds the cost to monitor the performance and maintain wetland mitigation sites mandated by the Army Corps of Engineers and other regulatory agencies for associated Transportation projects. The creation of this program allows completed Transportation project files to be closed instead of staying open throughout the wetland monitoring period which could be five to ten years after the completion of a project.

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City of Bellevue - Budget One 2019-2025

CIP Budget Project Summaries

Healthy and Sustainable Environment

CD-46 **Title:** ESI Implementation

Proposal: 115.57NA **Department:** Community Development

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
New	Healthy & Sustainable Environment	310,000	310,000

Executive Summary

This proposal requests funding to update the Environmental Stewardship Initiative (ESI) Strategic Plan and fund implementation of the plan in response to Council Priority #11; Review the progress of the Environmental Stewardship Initiative and analyze additional steps that the city may take to achieve environmental goals (e.g. tree canopy). The current ESI Strategic Plan spans from 2013-2018 and needs to be updated to guide the work of ESI for the next five years. The ESI Strategic plan covers topics such as tree canopy, renewable energy, climate change, and green building. Bellevue residents have expressed a growing interest in a range of environmental issues and in response to Council’s priority related to ESI this proposal will fund consulting services to support the analysis of progress toward our environmental goals, analyze additional strategies for achieving our goals, support outreach and engagement for the plan, and provide funding for the implementation of the plan.

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City of Bellevue - Budget One 2019-2025

CIP Budget Project Summaries

Quality Neighborhoods/Innovative Vibrant and Caring Community

CD-11 Title: Public Art Program

Proposal: 115.22DA **Department:** Community Development

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Ongoing	Quality Neighborhoods, Innovative, Vibrant, & CC	2,450,000	8,655,875

Executive Summary

The Public Art Program provides opportunities for artists, citizens, and City departments to work together to turn public spaces into signature places with innovative artworks in every corner of the city. This proposal maintains the City’s Public Art Collection of 71 publically accessible artworks that express individual and collective identity, adds three new permanently sited artworks in three different neighborhood areas that will celebrate their distinct and evolving community character, and operates four art initiatives designed to beautify high traffic public spaces and activate underused or blighted areas with revolving and temporary artworks. Through these core services the City maintains its positive public image and ensures that Bellevue is a place for artists and artistic innovation, the public realm is a leading source of pride for citizens, and City departments have access to creative tools to enhance their projects with visual and cultural interest.

CD-22 Title: Enhanced Right of Way and Urban Boulevards (ERUB)

Proposal: 115.07NA **Department:** Community Development

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Ongoing	Quality Neighborhoods, Innovative, Vibrant, & CC	3,500,000	7,399,180

Executive Summary

This proposal provides funding to transform under-invested Rights-of-Way into inviting city and neighborhood features that support the vision of Bellevue as a place where people want to be. This interdepartmental initiative plans, designs, and constructs enhancements to the public realm - boulevards, rights-of-way, and gateways. Planning, design, and implementation will be guided by placemaking and urban design principles and community input, integrating streetscape elements, such as street trees, landscaping, public art, seating, lighting and pedestrian facilities, utilize low impact development standards, and pilot innovative technologies to improve pedestrian and driver experiences, express civic and neighborhood pride, and demonstrate the city’s commitment to improving the environment. Funding will promote neighborhood livability and identity, enhance tree canopy cover, benefit the local ecosystem, and increase property values throughout Bellevue.

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CIP Budget Project Summaries

Quality Neighborhoods/Innovative Vibrant and Caring Community

CD-45 **Title:** Mini City Hall Expansion

Proposal: 115.56NA **Department:** Community Development

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
New	Quality Neighborhoods, Innovative, Vibrant, & CC	250,000	250,000

Executive Summary

The City of Bellevue first opened a pilot Mini City Hall in 1996 to provide access for Bellevue residents for information and connection to city services in the community. Over the past 22 years, Mini City Hall at Crossroads Shopping Center has become known for providing culturally appropriate, linguistically inclusive information and referral services (serving more than 20,000 visitors and 40,000 requests per year). Mini City Hall provides residents connection to city services and community partnerships addressing needs for human services, healthcare, tax help, ESL and citizenship classes. In 2014, Council adopted within the Diversity Advantage Plan the recommended action to “Explore and identify additional Mini City Hall locations to improve local accessibility to City services”. This proposal would establish a Mini City Hall outpost in south Bellevue, improving access and connection of south Bellevue residents to city information and services.

G-109 **Title:** Affordable Housing Contingency

Proposal: 115.54NA **Department:** Community Development

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
Ongoing	Econ Growth & Competitiveness	14,000,000	15,000,000

Executive Summary

This proposal is for an annual transfer to the Affordable Housing Contingency of \$2 million, which includes \$500,000 already approved for 2017-23 (\$2.5 million total remaining 2019-23); and \$1.5 million annual additional requested for 2019-23 (\$7.5 million total). This funding increase is consistent with Council’s review of Affordable Housing Strategy (AHS) Action E1 Tap additional local sources to dedicate more funding for affordable housing. Council indicated that during the 2019-20 budget discussion and with consideration of city revenues and priorities, Council would consider increasing funding for affordable housing to a level between the current funding level (\$3M/biennium) and a level that maximized leveraging by outside funds (\$9M/biennium), see chart Sec. 6B. Requested additional funding represents the midpoint of this range. The AHS Technical Advisory Group was unanimous about the importance of taking bold actions above and beyond current city programs and funding levels.

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City of Bellevue - Budget One 2019-2025

CIP Budget Project Summaries

Quality Neighborhoods/Innovative Vibrant and Caring Community

NEP-2 **Title:** Neighborhood Enhancement Program

Proposal: 115.21DA **Department:** Community Development

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
Approved Prior	Quality Neighborhoods, Innovative, Vibrant, & CC	5,075,000	7,975,000

Executive Summary

The Neighborhood Enhancement Program illustrates the City’s commitment to, and investment in, a community-directed, neighborhood improvement program that responds to evolving physical and social landscapes. NEP dedicates City staff and funding to each Neighborhood Area, engaging residents in a six-month process to propose and select modest capital projects that enhance quality of life and strengthen community. NEP encourages residents to reimagine current public spaces as great public places they want to experience and share. NEP leverages social capital initiated during the planning process and collaborates with residents during the subsequent project design and construction phases to deliver results that celebrate character and generate pride. NEP personifies the One City process, relying on interdepartmental participation from PCD, Parks, Transportation, Utilities and DSD to transform community concerns and ideas into feasible solutions and tangible results.

NIS-2 **Title:** Neighborhood Partnerships

Proposal: 115.20DA **Department:** Community Development

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
Approved Prior	Quality Neighborhoods, Innovative, Vibrant, & CC	400,000	1,687,218

Executive Summary

The Neighborhood Partnerships Program provides funding that enables the City to stimulate civic involvement and community pride in neighborhoods by promoting the direct, hands-on participation of neighbors in planning and implementing community improvements year round through Neighborhood Match. This includes small capital improvements that improve the quality, appearance and overall livability of neighborhoods (landscaping, entry signs, gathering place enhancements and amenities, etc.) and targeted neighborhood capital projects that address neighborhood needs for safe, attractive and well-maintained spaces that improve the day to day environment of residents. The Neighborhood Partnerships Program depends on partnership with neighborhood residents and ensures that neighborhoods take pride in their successful projects and are motivated to maintain and build upon community improvements. The Program also provides funds for site specific dedicated neighborhood improvement projects.

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City of Bellevue - Budget One 2019-2025

CIP Budget Project Summaries

Quality Neighborhoods/Innovative Vibrant and Caring Community

P-AD-27 Title: Park Planning & Design

Proposal: 100.72NA **Department:** Parks & Community Services

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
Ongoing	Quality Neighborhoods, Innovative, Vibrant, & CC	2,100,000	9,157,471

Executive Summary

This proposal provides funding for planning, design, and technical work to support ongoing park planning efforts; to support multi-departmental planning initiatives; to explore and implement partnership opportunities; to study the feasibility of park acquisition and development projects; and to complete the Ashwood Park Master Plan Update. Recent planning activities have included light-rail impacts, citizen survey for the Park & Open Space Plan Update, Bel-Red park studies, Seattle University partnership at Bannerwood Park, Bellevue West Little League partnership at Hidden Valley Park, Inspiration Playground partnership with Rotary and the Newport Hills planning efforts. Some of this work has led to specific capital projects and partnership projects that leverage private funds. Additional work is expected as part of another potential Boys & Girls Club Fieldhouse proposal. Staffing to implement this proposal is provided through proposal 100.11NA.

P-AD-79 Title: King County Parks Levy

Proposal: 100.70NA **Department:** Parks & Community Services

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
Approved Prior	Quality Neighborhoods, Innovative, Vibrant, & CC	414,000	414,000

Executive Summary

This proposal funds parks acquisition and development from a 2013 King County voter-approved levy, part of which distributes funds to cities for the acquisition, development and renovation of parks. Bellevue will continue to receive funds through 2019.

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City of Bellevue - Budget One 2019-2025

CIP Budget Project Summaries

Quality Neighborhoods/Innovative Vibrant and Caring Community

P-AD-82 Title: Park & Open Space Acquisition

Proposal: 100.60NA **Department:** Parks & Community Services

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Ongoing	Quality Neighborhoods, Innovative, Vibrant, & CC	9,825,000	19,571,019

Executive Summary

This proposal funds acquisition of park and open space properties throughout the city. Since incorporation, Bellevue has prioritized property acquisition of parks and open space to build its nationally recognized parks system. Public support for continued park and open space acquisition remains strong, as evidenced in the 2016 Parks & Open Space System Plan. Acquisition was a centerpiece of the voter-approved 2008 Parks and Natural Areas Levy, providing \$10 million to acquire land to complement the existing park system. The levy commitment was met and future acquisition funding will come from Parks Real Estate Excise Tax or other General CIP funding sources. This proposal supports the City's ongoing ability to respond to acquisition opportunities as they arise throughout the community.

P-AD-83 Title: Bellevue Airfield Park Development (Levy)

Proposal: 100.62NA **Department:** Parks & Community Services

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Approved Prior	Quality Neighborhoods, Innovative, Vibrant, & CC	10,000,000	11,519,654

Executive Summary

This proposal funds design completion, permitting and construction of the initial phase of Bellevue Airfield Park consistent with the adopted Master Plan. Funding was approved in the 2015-2021 CIP budget and design is underway. At full build-out, the park will include two lighted athletic areas, a picnic area, children's play areas, restrooms, parking, walkways and trail connections. Park components for Phase 1 development will be determined during project design. The Master Plan is the result of a community-based planning effort. This project is part of the 2008 voter-approved Parks & Natural Areas Levy.

P-AD-92 Title: Meydenbauer Bay Phase 1 Park Development

Proposal: 100.80NA **Department:** Parks & Community Services

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Approved Prior	Quality Neighborhoods, Innovative, Vibrant, & CC	1,500,000	18,722,001

Executive Summary

This proposal will complete Phase 1 improvements at Meydenbauer Bay Park. At full build-out, this park will create a memorable waterfront destination that will attract people year-round. This proposal will complete the improvements west of 99th Avenue, connecting the marina to the existing Meydenbauer Beach Park.

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City of Bellevue - Budget One 2019-2025

CIP Budget Project Summaries

Quality Neighborhoods/Innovative Vibrant and Caring Community

P-AD-95 Title: Surrey Downs Park Development (Levy)

Proposal: 100.83NA **Department:** Parks & Community Services

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Approved Prior	Quality Neighborhoods, Innovative, Vibrant, & CC	3,574,000	3,574,000

Executive Summary

The proposal requests funds to complete the design, permits and construction of park facilities consistent with the adopted Master Plan Update. The update was necessitated by the final light rail alignment that eliminated vehicle access from 112th Avenue, which had been the main access to the park. A significant public outreach effort resulted in a plan strongly supported by the neighborhood. The project timing assumes that design and permitting would be complete in 2017. Following light rail construction, park development would start in 2018 and be complete in 2019. Timing is dependant the progress of light rail construction adjacent to the park.

P-AD-96 Title: Mercer Slough East Link Mitigation

Proposal: 100.95NA **Department:** Parks & Community Services

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Approved Prior	Quality Neighborhoods, Innovative, Vibrant, & CC	2,140,000	2,340,000

Executive Summary

Pursuant to the 2015 East Link Amended and Restated MOU, Sound Transit provided funds to the City to implement park mitigation measures in Mercer Slough required as a result of the light rail project. Funding is provided to design and construct trail and boardwalk connections, and to construct a farm stand building to replace the current facility that will not be available to the public after the light rail project is complete. Construction of the City facilities will follow light rail construction, and is estimated to occur in 2020 or 2021.

P-AD-100 Title: Gateway NE Entry at Downtown Park

Proposal: 100.96NA **Department:** Parks & Community Services

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Approved Prior	Quality Neighborhoods, Innovative, Vibrant, & CC	5,250,000	8,250,000

Executive Summary

This proposal funds the design and development of the Northeast Corner of Downtown Park. This corner of the park has long been considered a key element in providing the park’s visual and functional connection to downtown Bellevue, and represents a gateway into the park. Development will be consistent with the Council-adopted Master Plan.

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CIP Budget Project Summaries

Quality Neighborhoods/Innovative Vibrant and Caring Community

P-AD-101 Title: Bridle Trails/140th Street Park Development

Proposal: 100.94NA **Department:** Parks & Community Services

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
New	Quality Neighborhoods, Innovative, Vibrant, & CC	2,600,000	2,600,000

Executive Summary

This proposal funds design and construction of a new neighborhood park in the Bridle Trails neighborhood. The City worked closely with the neighborhood to identify the future location of a neighborhood park. The City eventually acquired the 1.65-acre Ginzburg property in 2014, and worked with the neighborhood to develop a plan for the park. The plan was strongly supported by the neighborhood, endorsed by the Park Board and approved by the City Council in 2016. This project would fund design, permitting and development of the park, which is expected to include amenities such as a picnic shelter, children’s play area, walkways, landscaping and a parking lot.

P-AD-102 Title: Newport Hills Park Development

Proposal: 100.93NA **Department:** Parks & Community Services

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
New	Quality Neighborhoods, Innovative, Vibrant, & CC	3,000,000	3,000,000

Executive Summary

This proposal funds planning, design and construction of a neighborhood park in the Newport Hills neighborhood. The City acquired the 5-acre Tyler Property in 2010 using 2008 Park Levy funds, and acquired the adjacent 5-acre Patterson Property in 2015. The City and neighborhood worked together to develop a concept plan for the park. This project would complete these planning efforts and proceed with design, permitting and development of neighborhood park improvements consistent with that plan.

P-AD-103 Title: Bel-Red Parks & Streams

Proposal: 100.97NA **Department:** Parks & Community Services

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
New	Quality Neighborhoods, Innovative, Vibrant, & CC	2,504,335	2,504,335

Executive Summary

The Land Use Code created an amenity incentive system in the BelRed Subarea allowing developers to provide funds to the City to create parks, trails and restored stream corridors in return for additional development capacity. Since the BelRed land use code was adopted in 2009, the City has collected \$2.5 million in the “Parks & Streams” fund. This proposal programs these funds to support the acquisition, design and construction of parks, open space and trails along stream corridors consistent with the Parks and Open Space Plan projects adopted in the BelRed Subarea Plan.

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CIP Budget Project Summaries

Quality Neighborhoods/Innovative Vibrant and Caring Community

P-AD-104 Title: Meydenbauer Bay Park Planning and Design

Proposal: 100.98NA **Department:** Parks & Community Services

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
New	Quality Neighborhoods, Innovative, Vibrant, & CC	9,167,000	9,167,000

Executive Summary

This proposal funds the planning, design, and permitting necessary to complete Meydenbauer Bay Park. The work will define the scope and sequencing of the next phases of park development including design details, cost estimates, and permitting documents. The work will inform the future budget request for construction. The proposal also provides funds in order to leverage City dollars for grant funding.

P-R-02 Title: Enterprise Facility Improvements

Proposal: 100.76NA **Department:** Parks & Community Services

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
Ongoing	Quality Neighborhoods, Innovative, Vibrant, & CC	700,000	12,268,877

Executive Summary

This proposal provides funding to continue capital improvements at the Bellevue Golf Course and other Parks Enterprise facilities, including the Bellevue Aquatic Center, Robinswood Tennis Center, Robinswood House and sportsfields. Capital improvements will limit liability exposure, reduce operating expenses and/or increase revenues at these facilities.

P-R-11 Title: Parks Renovation & Refurbishment Plan

Proposal: 100.77NA **Department:** Parks & Community Services

<u>Status</u>	<u>Category</u>	<u>Project Cost 2019-2025</u>	<u>Total Project Cost through 2025 Budget Request</u>
Ongoing	Quality Neighborhoods, Innovative, Vibrant, & CC	39,464,820	102,662,737

Executive Summary

This proposal provides ongoing funding to systematically renovate and refurbish existing park infrastructure and maintain the safety, integrity, accessibility, efficiency and function of our system. Work items identified are beyond the scope of the Department’s normal maintenance and operating budget but do not meet the threshold of a discrete capital project. Projects generally fall in the \$15K to \$500K range. The RRP is an annually updated seven-year plan that identifies and prioritizes renovation and repair needs throughout the existing park system, and also recognizes system expansion resulting from acquisition and development projects.

Note – CIP Proposal Executive summaries are listed in CIP Plan Number order. They do not include reserve proposals, nor do they include operating proposals which can be found in the Operating section. They are as provided by the Department submitting the proposal. Summaries are provided as a general overview education of the particular CIP project. City Council will continue deliberations through December when the final budget is adopted. Projects only include project costs in 2019-2025 and does not include Carryforwards from 2018.



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City of Bellevue - Budget One 2019-2025

CIP Budget Project Summaries

Quality Neighborhoods/Innovative Vibrant and Caring Community

PW-W/B- Title: Pedestrian Facilities Compliance Program

49 **Proposal: 130.83NA Department: Transportation**

<u>Status</u>	<u>Category</u>	<u>Project Cost</u> <u>2019-2025</u>	<u>Total Project Cost through</u> <u>2025 Budget Request</u>
Ongoing	Quality Neighborhoods, Innovative, Vibrant, & CC	845,000	2,738,131

Executive Summary

This program provides a resource to identify, inventory, prioritize, design, and construct spot improvements to pedestrian facilities citywide to meet compliance standards stemming from the Americans with Disabilities Act (ADA). This program serves as the City’s dedicated source for addressing citizen accessibility requests and, as funding is available, implementing high priority retrofits identified in the City’s ADA Access Enhancement Plan for the Public Right of Way (a.k.a. Transition Plan). Projects constructed under this program improve pedestrian accessibility and safety for people with disabilities and also reduce the City’s vulnerability to litigation related to ADA compliance.

Note – CIP Proposal Executive summaries are listed in CIP Plan Number order. They do not include reserve proposals, nor do they include operating proposals which can be found in the Operating section. They are as provided by the Department submitting the proposal. Summaries are provided as a general overview education of the particular CIP project. City Council will continue deliberations through December when the final budget is adopted. Projects only include project costs in 2019-2025 and does not include Carryforwards from 2018.



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Department Information Introduction

This section is intended to provide the reader with information about the Department Budget. The following information is provided for each Department:

1. Organization Chart

The Department's 2019-2020 organizational charts provides the reader with information about the departmental structure that will be used to deliver proposals submitted by the department and recommended for funding.

2. 2019-2020 Department Information

A. Mission/Objectives/Accomplishments

This section provides the department's mission and highlights of department objectives and accomplishments.

B. Budget Expenditure by Category

This section provides a graphical and tabular summary of each Department's biennial and annual non-CIP budget expenditures by category (Personnel, Interfund, M&O, and Capital).

C. Staffing Summary

This section provides the FTE totals for each department for 2017-2020.

D. Budget Summary by Fund excluding Reserves

This section provides a comparison of total expenditure budget by fund for 2017 Actuals, 2018 Amended, and 2019 and 2020 Prelim Budgets.

3. 2019-2020 Proposal List by Department/Outcome

This report includes all proposals submitted by the department by Outcome. This report is intended to serve as a resource to access information about a department's proposals that are recommended for funding. Details for each proposal (\$'s, Staffing, and Proposal Summary) can be located under the appropriate outcome section.



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City Attorney's Office 2019-2020





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City Attorney's Office — Mission

Activities

- ◆ Legal Advice
- ◆ Litigation
- ◆ Prosecution
- ◆ Risk Management



In addition to English, members of the CAO staff proficiently speak five other languages: Farsi, Mandarin, Russian, Spanish, and German.

CAO has a published author, jazz singer, amateur blacksmith, and standup comedian on staff.

The Mission of the City Attorney's Office is to protect lives and property and to preserve and enhance the quality of life of the public by delivering effective and high quality advice, litigation, prosecution, and risk management services that further the City's policies and programs.

2019-2020 Objectives

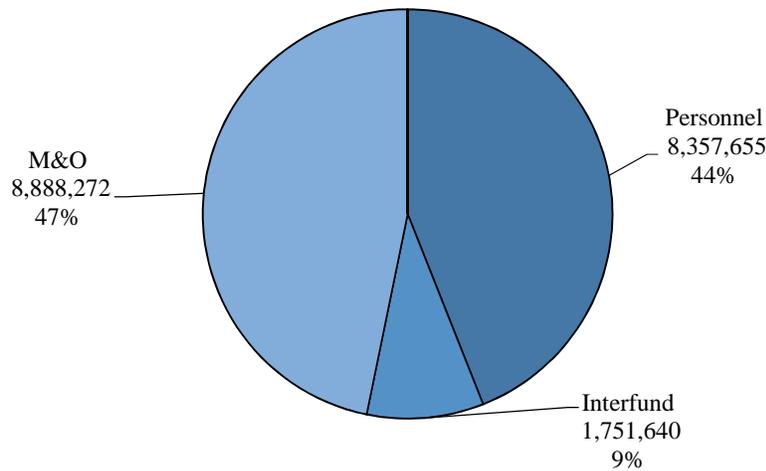
- ◆ Develop a process improvement for early detection, monitoring, and resolution of construction contract claims.
- ◆ Develop an Electronic Claim for Damages submissions portal.
- ◆ Develop a City-wide property valuation process.
- ◆ Work with Bellevue P.D. and other strategic partners to collect and analyze data regarding demographics of criminal suspects and defendants in relation to decision-making in citation, arrest, charging, and case resolution.
- ◆ Work with Bellevue P.D. and other strategic partners to evaluate the feasibility of in-car and body-mounted cameras for law enforcement officers.
- ◆ Continue to restructure/redevelop CAO job descriptions, hiring and evaluation process.
- ◆ Achieve a 95% target for clients reporting legal advice as timely, relevant, and effectively communicated.
- ◆ Continue to train various departments on risk and liability issues.
- ◆ Continue to provide support to Transportation and Real Property on various East Link matters.

2017-2018 Accomplishments

- ◆ Implemented remote video court for criminal defendants at the SCORE correctional facility, eliminating the need for daily transport, thereby reducing costs and increasing safety.
- ◆ Increased criminal filing rate from 68% (2015-2016 level) to 83% in 2017, through review of filing standards and collaboration with Bellevue P.D., thereby increasing community safety.
- ◆ Established a relicensing program to assist defendants in reinstating their licenses, while still holding them accountable for their violations, thereby decreasing the number of unlicensed drivers in our community.
- ◆ Increased workplace efficiencies by working with Bellevue P.D. and Norcom to have direct access to digital evidence.
- ◆ Achieved a target of two days for final contract review.
- ◆ Successfully resolved litigation arising out of the construction of a new City sewer pump station with no payment of damages by the City.
- ◆ Successfully recovered over \$500,000.00 owed to the City for utility liens, illegal tree cuttings, and environmental contamination.
- ◆ Resolved 36 contested civil matters with an overall favorable outcome of 97.2%
- ◆ Completed a full system migration to a web hosted Risk Management Information System (RMIS).
- ◆ Modernized "Sounds Good", COB's hearing loss prevention program.
- ◆ Completed the City Attorney's Office Strategic Plan on Diversity.
- ◆ Launched a new program of intra-departmental brown bag discussions on various diversity topics.
- ◆ Partnered with Puget Sound Personnel for a Supported Employment employee.

City Attorney's Office

2019 - 2020 Budget Expenditure by Category



	2019 Prelim	2020 Prelim	2019-2020
Personnel	4,080,259	4,277,396	8,357,655
Interfund	865,647	885,993	1,751,640
M&O	4,402,276	4,485,996	8,888,272
Capital	-	-	-
Total Expenditures	9,348,182	9,649,385	18,997,567
Reserves ¹	6,610,810	7,069,676	7,069,676
Total Budget	15,958,992	16,719,061	26,067,243

Staffing Summary

	2017 Actuals	2018 Amended	2019 Prelim	2020 Prelim
FTE	26.75	26.75	26.75	26.75

Budget Summary by Fund excluding Reserves

	2017 Actuals	2018 Amended	2019 Prelim	2020 Prelim
General Fund	3,789,964	4,004,887	4,067,631	4,247,251
Workers Compensation Fund	1,686,050	1,786,400	1,830,311	1,876,855
General Self-Insurance Fund	3,604,993	3,227,114	3,450,240	3,525,279
Total Budget	9,081,006	9,018,401	9,348,182	9,649,385
Reserves ¹		6,780,263	6,610,810	7,069,676

¹ Reserves: Reserves are not included in the pie chart above. 2017 Actuals do not include reserves at the department level.

The 2019-2020 biennial budget calculation includes only the second year of reserves (ie 2020) to avoid double-counting of expenditure authority.

The figures above include double budgeting (internal transfers between City funds)

The 2018 Amended Budget includes Mid-Biennium updates and budget appropriation changes approved to October 8, 2018.

Proposal List by Department/Outcome

City Attorney

2019-2020 Budget One

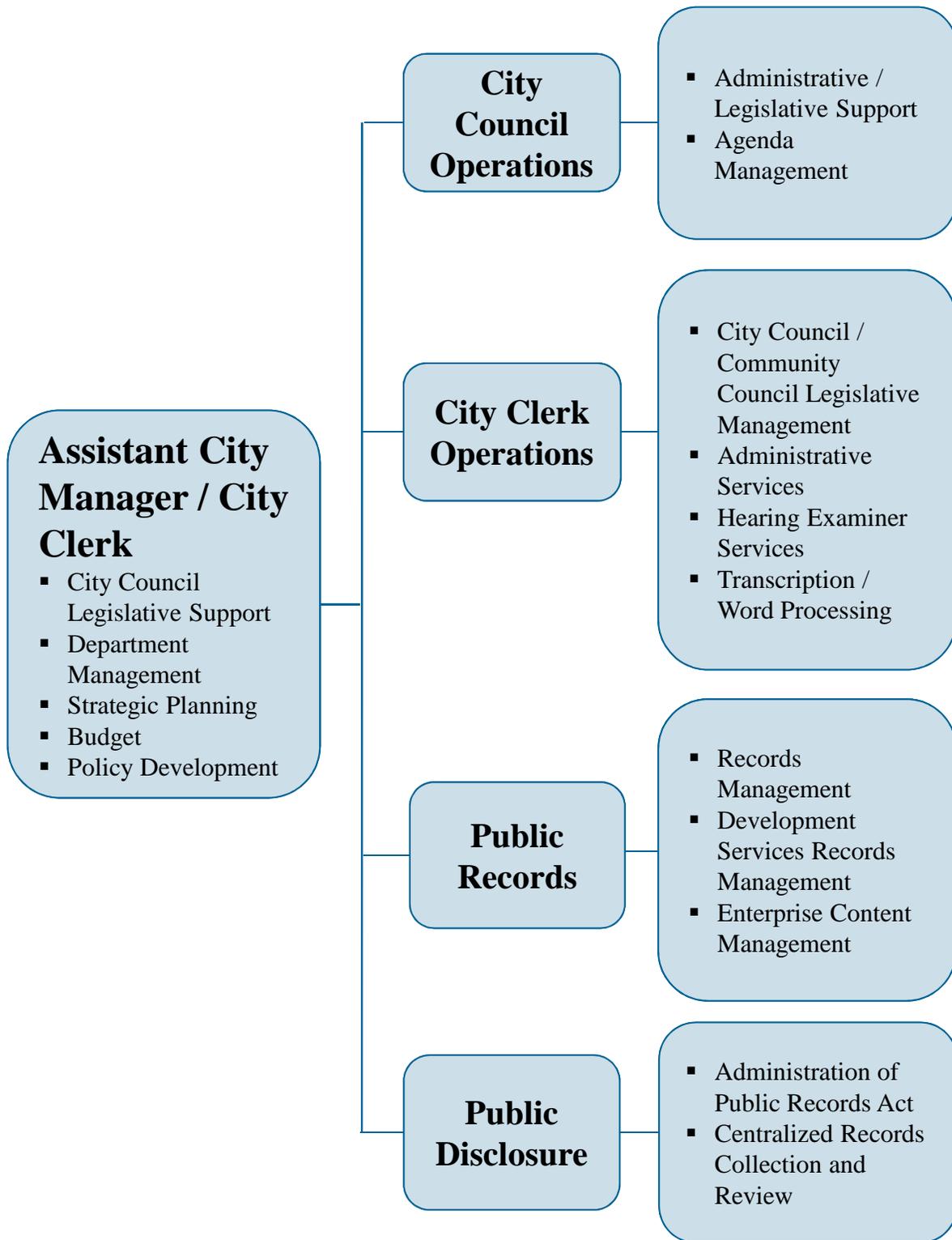
Rank	Proposal Title	Proposal Number
Responsive Government		
00	Risk Management Insurance Policies	010.12NA
10	Civil Litigation Services	010.07NA
11	Legal Advice Services	010.08NA
12	Risk Management—Insurance, Claims and Loss Control	010.09NA
38	City Attorney Department Management and Support	010.01NA
53	Risk Management—COBii Enhancements	010.11NA
Safe Community		
04	Criminal Prosecution Services	010.10NA

Note: While many proposals represent cross-departmental efforts, proposals are listed by sponsoring departments only.



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City Clerk's Office 2019-2020

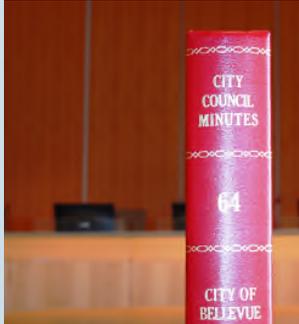




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Activities

- ◆ City Council Operations
- ◆ City Clerk's Operations
- ◆ Centralized Public Records
- ◆ Public Disclosure



96%

Percentage of customers who are satisfied to very-satisfied with City Clerk's Office services received

872

Number of public disclosure requests submitted in 2017, of which 44% were closed within ten business days

City Clerk's Office — Mission

The City Clerk's Office supports the strategic direction and leadership of the City organization and facilitates open, accessible and transparent government through:

- ◆ Supporting the City Council in their public policy setting and legislative roles and the City Manager in administering City operations;
- ◆ Maintaining the official public records of the City, administering the centralized Records Management program, and managing public disclosure;
- ◆ Managing the public hearing process for land use and administrative decisions;
- ◆ Enabling communication, information sharing and participation by citizens in THEIR city government.

2019-2020 Objectives

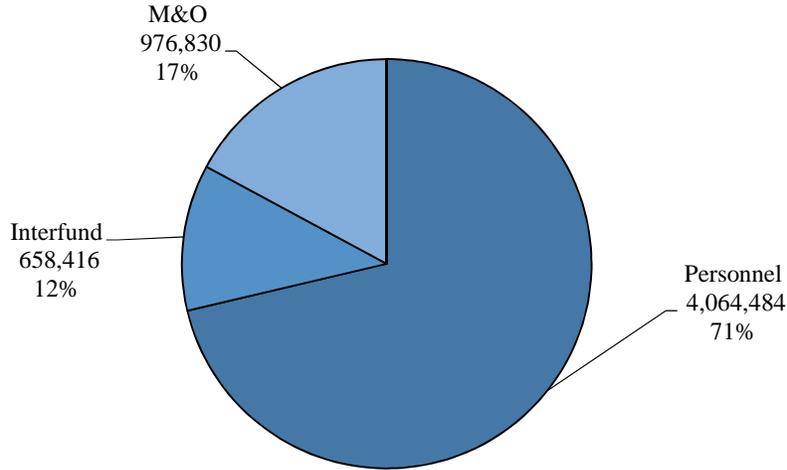
- ◆ Assist City Council in developing and implementing strategies for greater Council engagement in the community.
- ◆ Continue to provide ever-greater access to public information and seek innovative ways to inform the public about the services and activities of City government.
- ◆ Partner across City Depts. on public portal project to allow external customers access to frequently requested records.
- ◆ Use LEAN-based performance improvement approach to advance City Council agenda packet processing.
- ◆ Provide staff training to refresh skills and keep pace with new technologies.
- ◆ Continue to perform customer service surveys to identify opportunities for service improvement.

2017-2018 Accomplishments

- ◆ Partnered across City Depts. on open data project, increasing the use of data and evidence to improve services, informing decision making and engaging residents.
- ◆ Implemented new training requirements under the Open Government Training Act for public officials and staff.
- ◆ Partnered across City Depts. on Paperless Permitting Initiative to implement electronic submittal of and public access to online building permits.
- ◆ Implemented new customer portal for public disclosure requests.
- ◆ Implemented new robust processing tool for responding to large and complex public disclosure requests.
- ◆ Updated the City's Public Records Act Rules as well as the Hearing Examiner Rules of Procedure to maintain compliance and high performance.

City Clerk's Office

2019 - 2020 Budget Expenditure by Category



	2019 Prelim	2020 Prelim	2019-2020
Personnel	1,982,571	2,081,913	4,064,484
Interfund	325,697	332,719	658,416
M&O	482,811	494,019	976,830
Capital	-	-	-
Total Expenditures	2,791,079	2,908,651	5,699,730
Reserves ¹	-	-	-
Total Budget	2,791,079	2,908,651	5,699,730

Staffing Summary

	2017 Actuals	2018 Amended	2019 Prelim	2020 Prelim
FTE	15.75	15.75	15.75	15.75

Budget Summary by Fund excluding Reserves

	2017 Actuals	2018 Amended	2019 Prelim	2020 Prelim
General Fund	2,518,276	2,728,048	2,791,079	2,908,651
Total Budget	2,518,276	2,728,048	2,791,079	2,908,651
Reserves ¹	-	-	-	-

¹ Reserves: Reserves are not included in the pie chart above. 2017 Actuals do not include reserves at the department level.

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Proposal List by Department/Outcome

City Clerk

2019-2020 Budget One

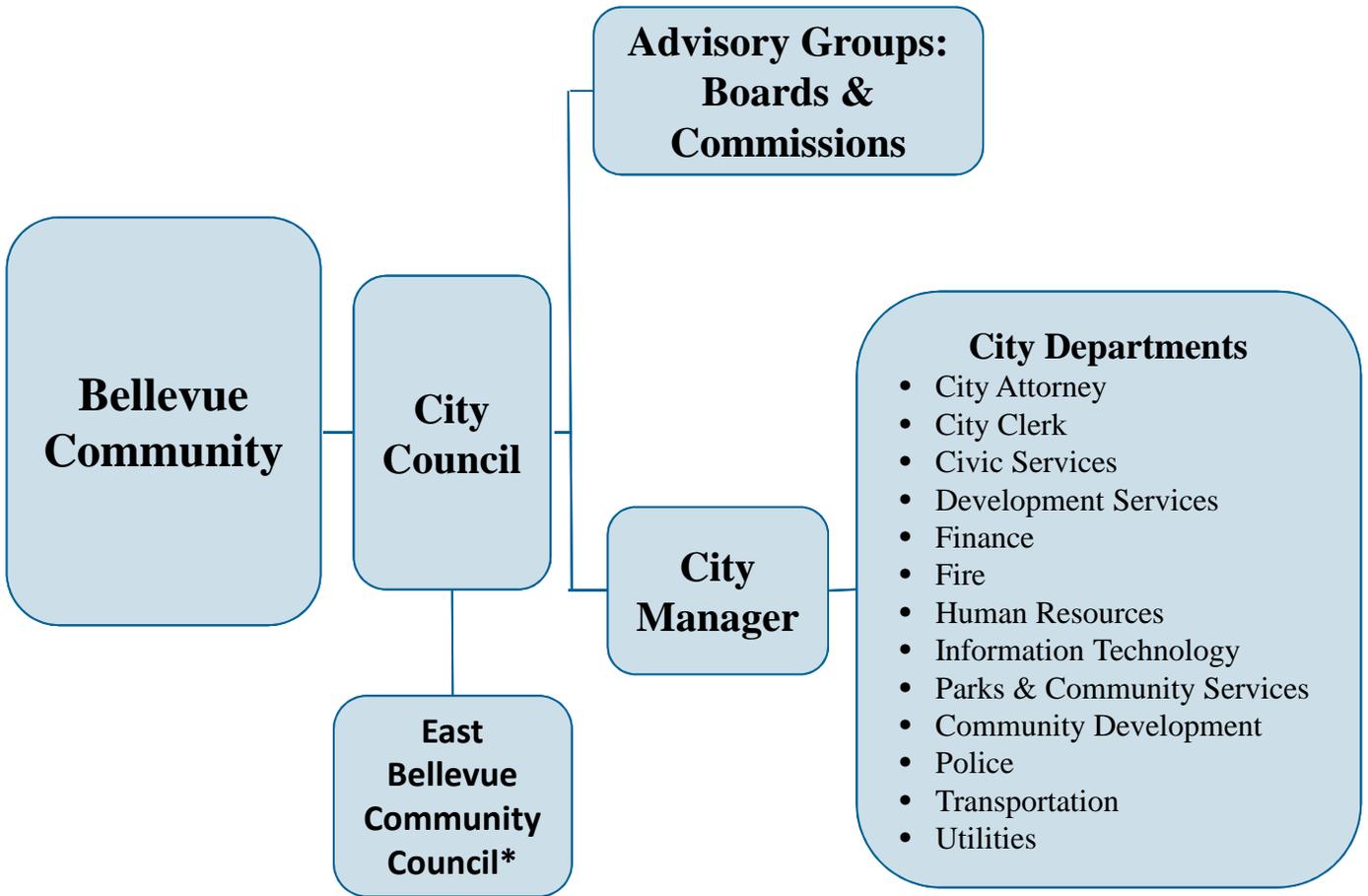
Rank	Proposal Title	Proposal Number
Responsive Government		
07	Disclosure of Public Records and Information	020.05DA
07	Disclosure of Public Records and Information	020.05PA
13	Council Legislative and Administrative Support	020.02NA
14	City Clerk's Operations	020.01NA
15	Records Management Services	020.04NA

Note: While many proposals represent cross-departmental efforts, proposals are listed by sponsoring departments only.



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City Council 2019-2020



*East Bellevue Community Council has approval/disapproval authority over certain specific land use issues occurring within its jurisdictional boundaries.



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Activities

- ◆ Set public policy
- ◆ Establish local laws
- ◆ Adopt City's budget
- ◆ Articulate the Community Vision
- ◆ Respond to community needs



Bellevue's residential population: 142,400

Average daytime population: 237,700

Current jobs in the city: 147,647 (2017)

Assessed Value (2018): \$56.5 billion

**Bond ratings:
Standard & Poor AAA
Moody's Aaa**

Bellevue's rank on Livability's national list of "Top 100 Best Places to Live" (small to mid-sized cities, 2018): 10th

City Council

The City Council serves as the legislative branch of Bellevue's city government and is charged with promoting the health, wellbeing, and safety of the community. The Council determines public policy, establishes local laws, adopts the City's budget, articulates the Community Vision, and assures that city government is responsive to community needs in a fiscally sound manner.

Strategic Target Areas

- ◆ Economic development
- ◆ Transportation and mobility
- ◆ Bellevue – Great places where you want to be
- ◆ Regional leadership and influence
- ◆ High quality built and natural environment
- ◆ Achieving human potential
- ◆ High performance government

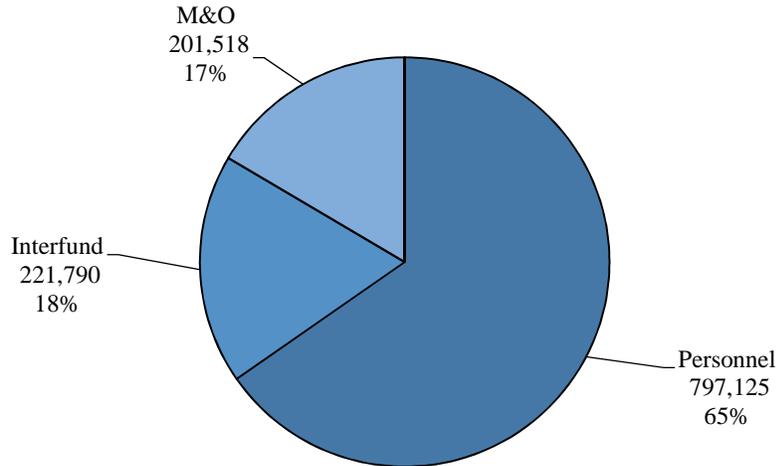
Highlights of Council-Adopted Priorities

- ◆ Work toward an Eastside solution for a permanent location for a men's winter homeless shelter.
- ◆ Advance implementation of the Smart City Strategy, including advanced transportation technology and autonomous, connected, electric and shared vehicle technologies.
- ◆ Create a civic center plan integrating City Hall, the metro property, convention center expansion, and the transit center.
- ◆ Continue to advance the Grand Connection as the city's signature gathering place.
- ◆ Work with the county and Sound Transit to ensure that the Eastside Rail Corridor (ERC) from Renton to the Wilburton Trestle is completed; complete the section of the trail from Kirkland to the OMFE; complete the interim connection through the Spring District; and begin to establish community connection points to the ERC.

For the full list of Council priorities see the City's website at www.bellevuewa.gov/city-government/city-council/council-vision

City Council

2019 - 2020 Budget Expenditure by Category



	2019 Prelim	2020 Prelim	2019-2020
Personnel	391,639	405,486	797,125
Interfund	109,241	112,549	221,790
M&O	96,081	105,437	201,518
Capital	-	-	-
Total Expenditures	596,961	623,472	1,220,433
Reserves ¹	-	-	-
Total Budget	596,961	623,472	1,220,433

Staffing Summary

	2017 Actuals	2018 Amended	2019 Prelim	2020 Prelim
FTE	7.00	7.00	7.00	7.00

Budget Summary by Fund excluding Reserves

	2017 Actuals	2018 Amended	2019 Prelim	2020 Prelim
General Fund	601,886	595,500	596,961	623,472
Total Budget	601,886	595,500	596,961	623,472
Reserves ¹	-	-	-	-

¹ Reserves: Reserves are not included in the pie chart above. 2017 Actuals do not include reserves at the department level.

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Proposal List by Department/Outcome
City Council
2019-2020 Budget One

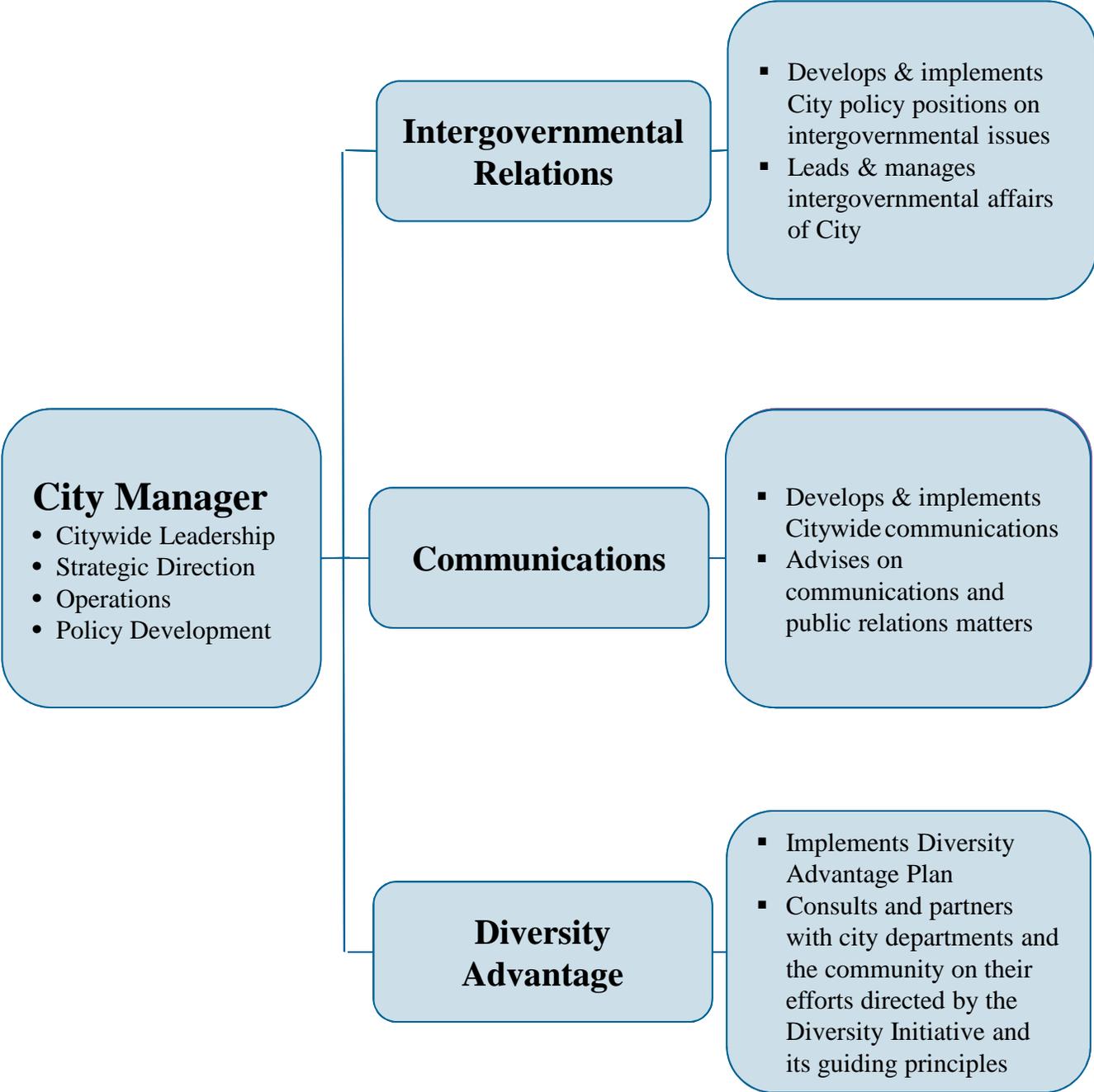
<u>Rank</u>	<u>Proposal Title</u>	<u>Proposal Number</u>
Responsive Government		
03	City Council	030.01NA

Note: While many proposals represent cross-departmental efforts, proposals are listed by sponsoring departments only.



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City Manager's Office 2019-2020





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Activities

- ◆ Overall City Management
- ◆ Intergovernmental Relations
- ◆ Communications
- ◆ Diversity Advantage



Bellevue Awards & Rankings (2017-2018)

#1 for Quality of Life in the U.S. — Business Insider

#1 Best Metro Areas for Minority-Owned Businesses — SmartAsset

#5 Happiest City in the U.S. — Zippia.com

#3 Best Metro Area for STEM Professionals — WalletHub

1 of 12 Healthiest Places to Retire — Kiplinger's Personal Finance

City Manager's Office's — Mission

To ensure the implementation of the City Council Vision, provide organizational leadership, and deliver efficient and effective city services.

2019-2020 Objectives

Goal #1: Overall City Management

- ◆ Implement policies and direction of City Council
- ◆ Provide strategic leadership
- ◆ Develop implementation plans and strategies
- ◆ Ensure efficient and cost-effective management of the City
- ◆ Coordinate community-focused efforts
- ◆ Ensure delivery of high-quality services by City staff

Goal #2: Intergovernmental Relations

- ◆ Analyze and resolve cross-jurisdictional issues
- ◆ Support the City's leadership role in regional issues

Goal #3: Communication

- ◆ Facilitate effective internal/external communications
- ◆ Maintain and enhance the City's reputation

Goal #4: Diversity Advantage

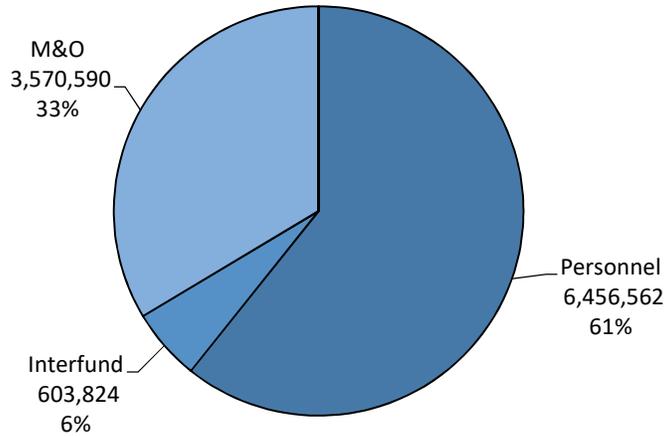
- ◆ Continue implementation of the Diversity Advantage Plan
- ◆ Develop and continue to offer culturally competent programming that reaches underserved populations.
- ◆ Reduce barriers to access to information through enhanced outreach and engagement.

2017-2018 City Accomplishments

- ◆ Completed the Circle and opened Innovation Playground at Downtown Park. Broke ground on the Meydenbauer Bay Park.
- ◆ Enhanced language access resources for Bellevue residents by offering city services aided by a 24-hour telephonic interpretation service.
- ◆ Invested in the acceleration of the BelRed area transformation, securing a \$99.6M Transportation Infrastructure Finance and Innovation Act loan to develop a combination of 12 multimodal roadways to support thousands of new jobs and housing units in the area.
- ◆ Continuing the city's commitment to transparency, produced the inaugural City of Bellevue Annual report that highlighted the city's accomplishments in 2017.
- ◆ Council adoption of the Downtown Livability Land Use Code Amendment, Affordable Housing Strategy, and Homeless Services Use Land Use Code Amendment.
- ◆ Smart Cities plan implementation moving forward, including the Transportation Technology plan.

City Manager's Office

2019 - 2020 Budget Expenditure by Category



	2019 Prelim	2020 Prelim	2019-2020
Personnel	3,153,713	3,302,849	6,456,562
Interfund	303,469	300,355	603,824
M&O	1,762,310	1,808,280	3,570,590
Capital	-	-	-
Total Expenditures	5,219,492	5,411,484	10,630,976
Reserves ¹	-	-	-
Total Budget	5,219,492	5,411,484	10,630,976

Staffing Summary

	2017 Actuals	2018 Amended	2019 Prelim	2020 Prelim
FTE	14.75	16.00	19.00	19.00

Budget Summary by Fund excluding Reserves

	2017 Actuals	2018 Amended	2019 Prelim	2020 Prelim
General Fund	4,101,698	4,627,275	5,219,492	5,411,484
General CIP	18,691	541,574	-	-
Total Budget	4,120,390	5,168,849	5,219,492	5,411,484
Reserves ¹	-	-	-	-

¹ Reserves: Reserves are not included in the pie chart above. 2017 Actuals do not include reserves at the department level.

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Proposal List by Department/Outcome City Manager 2019-2020 Budget One

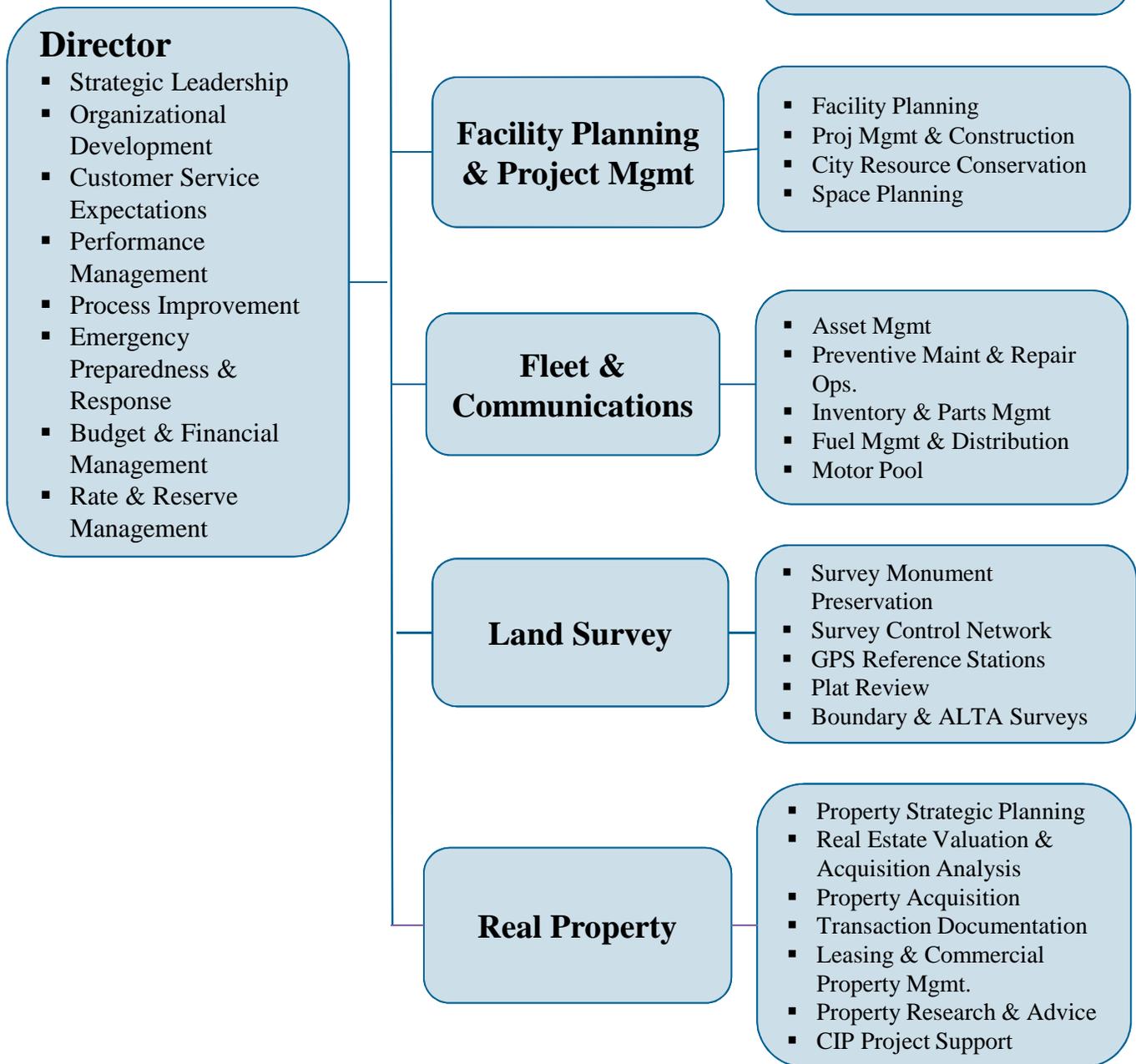
Rank	Proposal Title	Proposal Number
Quality Neighborhoods/Innovative Vibrant and Caring Community		
14	Bellevue Diversity Initiative: Cultural Competence & Equity	040.15NA
Responsive Government		
01	Overall City Management	040.04NA
20	Intergovernmental Relations/Regional Issues	040.07NA
32	BTV LTE to FTE Conversions	040.02DA
32	Communications	040.02PA
Safe Community		
05	Public Defense Services	040.01NA
07	King County District Court - Bellevue Division (BDC) Services	040.09PA
CIP		
G-103	Eastside Rail Corridor	040.33NA

Note: While many proposals represent cross-departmental efforts, proposals are listed by sponsoring departments only.



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Civic Services 2019-2020





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Activities

- ◆ Client Services
- ◆ Facility Operations
- ◆ Facility Planning & Proj Mgmt
- ◆ Fleet & Communications
- ◆ Land Survey



Civic Services

The City's fleet was recognized with #2 ranking by National Association of Fleet Administrators in 100 Best Fleets in North America

In 2017, the City achieved \$372,183 in facility energy savings (a 25% reduction). This reduced the greenhouse gas emitted by the City by 7,590 metric tons of CO₂ (equivalent to removing 1,600 cars from the road)

Bellevue recognized as "Designated Citizen-Engaged Community" We are 1 of 5 municipalities recognized by the Public Technology Institute for our utilization of the MyBellevue app

Civic Services Department

Mission - We provide the foundation that supports our partners in performing government operations.

Vision - Create the quintessential workplace to achieve higher standards of excellence in City government.

2019-2020 Objectives

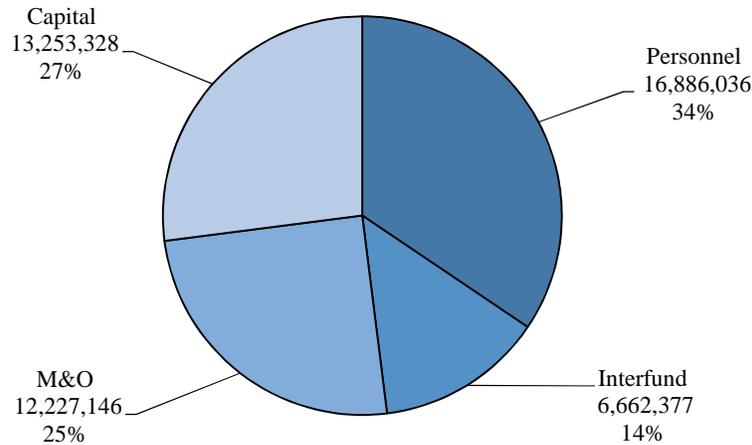
- ◆ **CIP Support:** Continue support of TIFIA and East Link as well as Transportation and Fire Levy projects with property acquisition, disposition and survey control work.
- ◆ **Fire Facilities:** Complete design of new Fire Station 10 and rebuild of existing Fire Station 5.
- ◆ **Resource Conservation:** Develop specific environmental stewardship goals and tactics for Civic Services and Fire facilities and grounds, employee commutes, and meet or exceed the State's alternative fuel requirements for Fleet vehicles.

2017-2018 Accomplishments

- ◆ **Accessibility:** Installed hearing loop technology at North Bellevue Community Center for improved accessibility for citizens.
- ◆ **East Link / CIP Projects:** Coordinated and negotiated construction rights for Sound Transit across several city-owned sites; finalized property agreements for 120th Ave NE Stages 2 and 3 and Spring Boulevard Zone 1A; initiated property negotiations on Spring Boulevard Zone 2.
- ◆ **Eastside Winter Men's Shelter:** Issued a three year lease to Congregations for the Homeless to operate an interim men's winter shelter and day center at Lincoln Center.
- ◆ **Fire Facilities:** Made offers and completed the purchase of 6 of 9 properties required for construction of new Fire Station 10.
- ◆ **Long Range Facility and Property Plan:** Completed a citywide plan that assesses the City's existing and future facility needs.
- ◆ **Resource Conservation:** City Hall received a 99 Energy Star score, which indicates it is performing in the top 1% of all similar buildings. The building is also now the first public building in Western Washington to be certified under the Fitwel Standard which encourages building design and operation that has a positive impact on the health of occupants. Also was awarded the Urban Smart Bellevue Sustainability MVP for Bellevue City Hall's participation and leadership in the USB program.

Civic Services

2019 - 2020 Budget Expenditure by Category



	2019 Prelim	2020 Prelim	2019-2020
Personnel	8,216,547	8,669,489	16,886,036
Interfund	3,284,132	3,378,245	6,662,377
M&O	6,031,711	6,195,435	12,227,146
Capital	5,956,209	7,297,119	13,253,328
Total Expenditures	23,488,599	25,540,288	49,028,887
Reserves ¹	7,335,774	6,374,688	6,374,688
Total Budget	30,824,373	31,914,976	55,403,575

Staffing Summary

	2017 Actuals	2018 Amended	2019 Prelim	2020 Prelim
FTE	68.75	68.75	70.00	71.00

Budget Summary by Fund excluding Reserves

	2017 Actuals	2018 Amended	2019 Prelim	2020 Prelim
General Fund	3,712,502	3,966,418	2,988,030	3,177,545
Land Purchase Revolving Fund	809,567	387,692	283,168	285,046
Facilities Services Fund	8,148,393	8,379,189	7,120,356	7,382,044
General CIP ²	106,274	345,000	2,534,526	1,330,000
Equipment Rental Fund	11,087,131	12,723,240	10,562,519	13,365,653
Total Budget	23,863,868	25,801,539	23,488,599	25,540,288
Reserves ¹		5,830,215	7,335,774	6,374,688

¹ Reserves: Reserves are not included in the pie chart above. 2017 Actuals do not include reserves at the department level.

The 2019-2020 biennial budget calculation includes only the second year of reserves (ie 2020) to avoid double-counting of expenditure authority.

² Facilities Major Maintenance moved to CIP

The figures above include double budgeting (internal transfers between City funds)

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Proposal List by Department/Outcome

Civic Services

2019-2020 Budget One

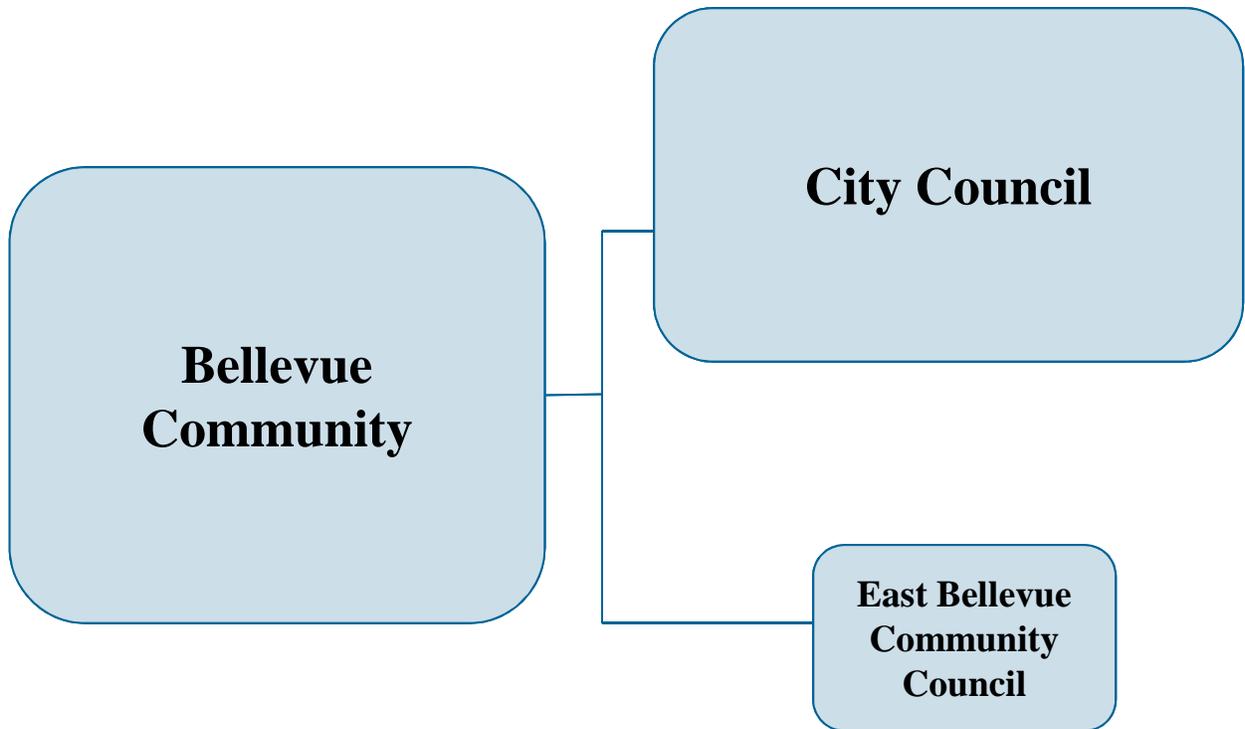
Rank	Proposal Title	Proposal Number
Responsive Government		
08	Electronic Communication Services	045.34PA
09	Fleet Insourcing Program LTE to FTE Conversion	045.30DA
09	Fleet Services Maintenance & Repair	045.30PA
21	Facility Operations	045.20PA
26	Fleet & Communications Parts Inventory & Fuel System	045.32DA
27	Client Services	045.01NA
28	Fleet & Communications Asset Management	045.31DA
37	Real Property/Director's Office Admin Support: Increase FTE to 1.0	045.04DA
37	Real Property Agent Conversion of LTE to FTE	045.04DB
37	Real Property Services	045.04PA
39	Civic Services Department Management & Support	045.03NA
44	Fleet & Communications Management	045.33DA
47	Parking & Employee Transportation Services	045.02NA
49	Facility Planning and Project Management	045.22PA
51	Professional Land Survey Services	045.05NA
CIP		
G-04	Hearing Accessibility for Public Spaces	045.65NA
G-110	Citywide Security Improvements	045.70NA
G-NEWCS1	Real Property Database	045.71NA
G-113	Facility Services Major Maintenance	045.72NA

Note: While many proposals represent cross-departmental efforts, proposals are listed by sponsoring departments only.



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**East Bellevue
Community Council
2019-2020**





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East Bellevue Community Council

Activities

- Approve/disapprove land use decisions in Community Council jurisdiction
- Advise City Council on local matters



9,544

Population of East Bellevue at the time of its annexation in 1969. The number nearly doubled Bellevue's then population.

The Community Council must stand for election every four years for voter confirmation of its continuance.

Community Council members are elected at the same time.

The East Bellevue Community Council has approval/disapproval authority over the adoption, approval and amendment by the City Council of any legislation applying to land, buildings, or structures within their jurisdiction. This grassroots government provides feedback on and works with the City to seek solutions to East Bellevue neighborhood concerns.

2019-2020 Objectives

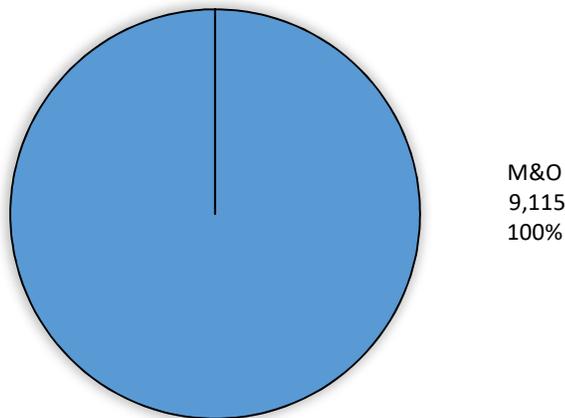
- ◆ Continue to advise City Council on local matters that affect the East Bellevue Community Council jurisdiction
- ◆ Grow collaboration among constituents, local businesses and the City Council
- ◆ Increase the number of attendees and encourage public participation at meetings
- ◆ Continue to encourage the public to share their concerns and neighborhood interests

2017-2018 Accomplishments

- ◆ Held 21 regular meetings and 2 special meetings
- ◆ Conducted 14 public and courtesy hearings on land use issues
- ◆ Participated in a retreat focused on building relationships and collaborating with the City of Bellevue and the community
- ◆ Attended numerous community and neighborhood meetings
- ◆ Advised the City Council on matters pertaining to the Community Council jurisdiction

East Bellevue Community Councils

2019 - 2020 Budget Expenditure by Category



	2019 Prelim	2020 Prelim	2019-2020
Personnel	-	-	-
Interfund	-	-	-
M&O	4,499	4,616	9,115
Capital	-	-	-
Total Expenditures	4,499	4,616	9,115
Reserves ¹	0	0	0
Total Budget	4,499	4,616	9,115

Staffing Summary

	2017 Actuals	2018 Amended	2019 Prelim	2020 Prelim
FTE	-	-	-	-

Budget Summary by Fund excluding Reserves

	2017 Actuals	2018 Amended	2019 Prelim	2020 Prelim
General Fund	4,265	4,389	4,499	4,616
Total Budget	4,265	4,389	4,499	4,616
Reserves ¹	-	-	-	-

¹ Reserves: Reserves are not included in the pie chart above. 2017 Actuals do not include reserves at the department level.

The 2019-2020 biennial budget calculation includes only the second year of reserves (ie 2020) to avoid double-counting of expenditure authority.

The figures above include double budgeting (internal transfers between City funds)

The 2018 Amended Budget includes Mid-Biennium updates and budget appropriation changes approved to October 8, 2018.

Proposal List by Department/Outcome Community Council 2019-2020 Budget One

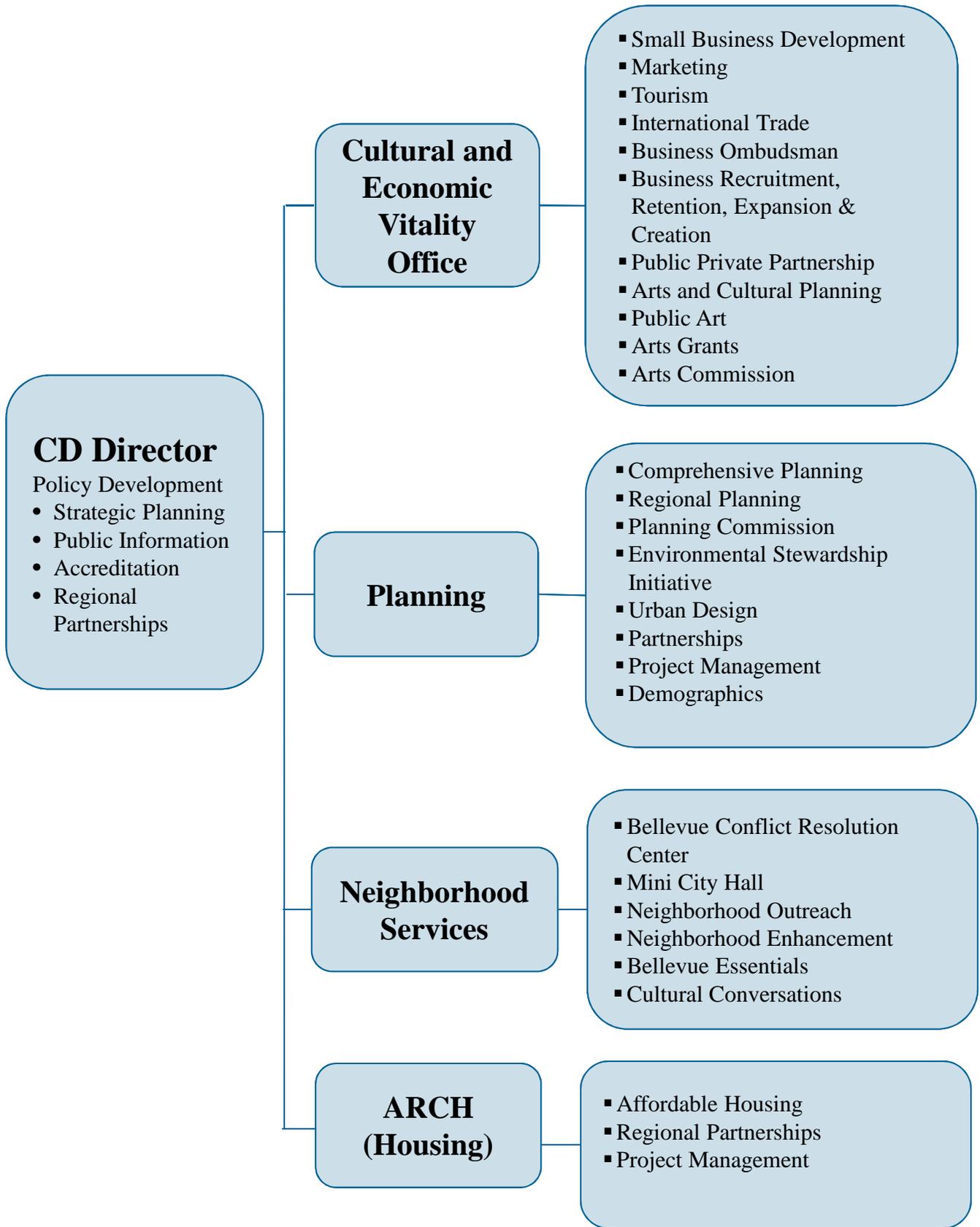
<u>Rank</u>	<u>Proposal Title</u>	<u>Proposal Number</u>
Responsive Government		
54	East Bellevue Community Council	050.01NA

Note: While many proposals represent cross-departmental efforts, proposals are listed by sponsoring departments only.



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Community Development Department 2019-2020





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Activities

- ◆ Planning
- ◆ Community Development
- ◆ Economic Development
- ◆ Arts
- ◆ Environmental Stewardship
- ◆ Neighborhood Services
- ◆ Conflict Resolution



“This has been an amazing experience for us. Now our school will have a safer crosswalk and more kids will be walking to school! Thanks a Million!”

Neighborhood Enhancement Program Participant

In 2018, Bellevue’s Neighborhood Area Planning launched to partner with residents on envisioning the future for their neighborhoods

Community Development — Mission

Bellevue’s Community Development Department’s (CD) mission is to secure Bellevue’s future as a livable, inspiring, vibrant and equitable community. We are stewards of Bellevue’s community vision. Together we take action to create and sustain positive change, practice transparency in all our work, and build strong relationships to form an active, informed and resilient community.

2019-2020 Objectives

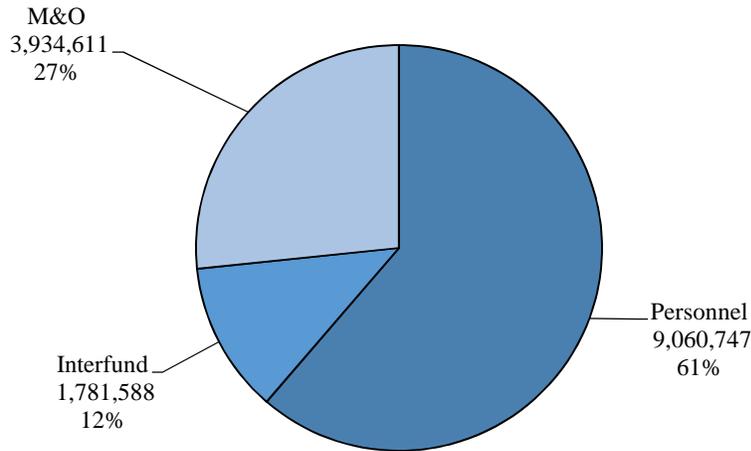
- ◆ CD will engage in a variety of planning initiatives including Wilburton Specialty District, the Grand Connection, East Main LUCA, Comprehensive Plan Amendments, and Neighborhood Area Planning, including the implementation of the Affordable Housing Strategy.
- ◆ A full range of public spaces for people to congregate and enjoy is a key part of Bellevue’s future. Efforts to incorporate placemaking include the framework plan being developed for the “Grand Connection,” implementation of the Eastside Rail Corridor trail, and land use planning efforts in Downtown, Eastgate, and the Wilburton commercial area.
- ◆ The Environmental Stewardship Initiative (ESI) will initiate the update of the ESI Strategic Plan. ESI will analyze Bellevue’s tree canopy and greenhouse gas emissions and to develop programs to achieve tangible improvements in the environment.
- ◆ The Office of Economic Development is developing a “creative economy” strategy to build a strong hub of companies that not only provide family-wage jobs, but also enrich the community by making them attractive places to be. Ongoing efforts will continue to focus on business attraction, business retention and expansion, and support for the next generation of business startups.
- ◆ CD will continue to develop new pathways to engage residents on neighborhood issues, improve transparency and communication, and partner to maintain Bellevue neighborhoods as the place where you want to live.

2017-2018 Accomplishments

- ◆ Adoption of Downtown Livability Land Use Code amendments
- ◆ Adoption of Grand Connection Framework Plan for Sequence One – Meydenbauer Bay to City Hall
- ◆ Adoption of Affordable Housing Strategy
- ◆ Adoption of land use code amendments to revitalize the Eastgate business district.
- ◆ Advanced progress with Wilburton Citizen Advisory Committee for planning for the future of the Wilburton Area;
- ◆ Completed ArtsSpace Feasibility Study for potential development of affordable artist housing and supporting space
- ◆ Completed Creative Edge, an in-depth study of the regional creative economy.
- ◆ Created Cultural and Economic Vitality Office targeted on business attraction, business retention and expansion and supporting the next generation of business startups.
- ◆ Bellevue’s Conflict Resolution Center handled 314 cases of neighbor to neighbor disputes, providing education, facilitation and skill training to resolve local conflicts.
- ◆ In 2017, Bellevue contributed \$2,370,000 towards affordable housing, with each housing fund dollar leveraging \$27 in other local, state, and federal funding (for a rate of 1:27).
- ◆ The Eastside Men’s Shelter and Supportive Housing conversation continued throughout the year, leading toward greater public input on the Land Use Code for Homeless Uses.
- ◆ Summer Chats, Neighborhood Walks and Neighborhood Leadership Gatherings provided opportunities for residents and city leadership to have direct communication on the priorities of residents.

Community Development

2019 - 2020 Budget Expenditure by Category



	2019 Prelim	2020 Prelim	2019-2020
Personnel	4,419,954	4,640,793	9,060,747
Interfund	884,587	897,001	1,781,588
M&O	1,952,059	1,982,552	3,934,611
Capital	4,079,479	5,312,641	9,392,120
Total Expenditures	11,336,079	12,832,987	24,169,066
Reserves ¹	6,685,424	6,662,964	6,662,964
Total Budget	18,021,503	19,495,951	30,832,030

Staffing Summary

	2017 Actuals	2018 Amended	2019 Prelim	2020 Prelim
FTE	29.36	31.36	34.36	34.36

Budget Summary by Fund excluding Reserves

	2017 Actuals	2018 Amended	2019 Prelim	2020 Prelim
General Fund	5,116,910	5,699,638	5,880,336	6,120,094
Operating Grants & Donations	259,394	270,597	20,000	20,000
Housing Fund	475,171	1,338,219	1,356,264	1,380,252
General CIP	1,454,031	4,354,500	4,079,479	5,312,641
Total Budget	7,305,507	11,662,954	11,336,079	12,832,987
Reserves ¹		3,807,883	6,685,424	6,662,964

¹ Reserves: Reserves are not included in the pie chart above. 2017 Actuals do not include reserves at the department level.

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Proposal List by Department/Outcome

Community Development

2019-2020 Budget One

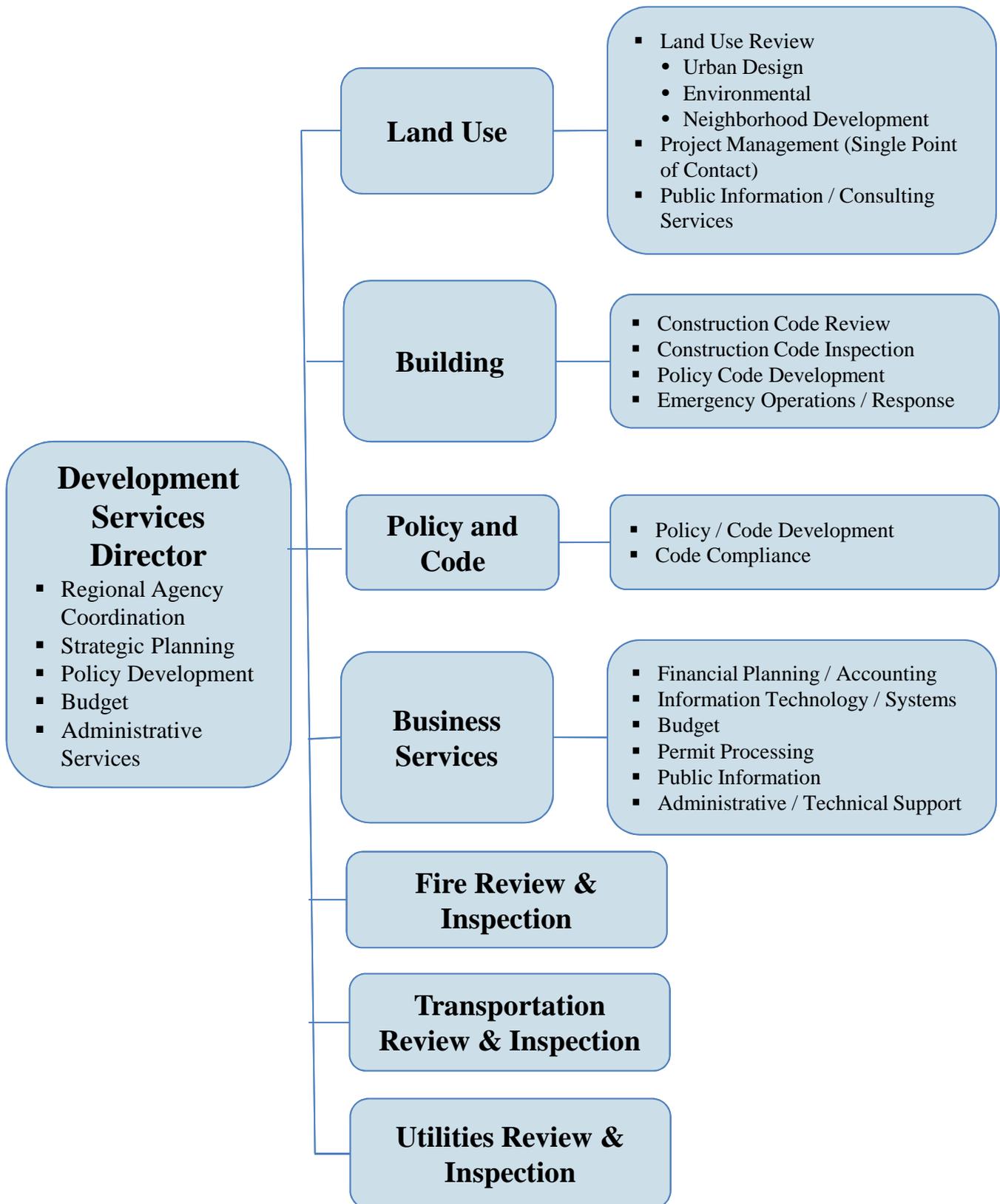
Rank	Proposal Title	Proposal Number
Economic Growth and Competitiveness		
01	CEVO Core Program & Strat Implementation: LTE conversion	115.15DA
01	CEVO Core Program & Strategy Implementation	115.15NA
Quality Neighborhoods/Innovative Vibrant and Caring Community		
04	CD Department Management and Support	115.12NA
06	Neighborhood Services Division	115.08PA
10	Housing Trust Fund Contribution and ARCH Administration	115.10PA
17	Planning Division, New Convert LTE	115.01DA
17	Planning Division	115.01NA
CIP		
CD-22	Enhanced Right of Way and Urban Boulevards (ERUB)	115.07NA
NIS-2	Neighborhood Partnerships	115.20DA
NEP-2	Neighborhood Enhancement Program	115.21DA
CD-11	Public Art Program	115.22DA
CD-30	Station Area Planning Implementation (East Main/South Bellevue)	115.26NA
CD-37	Downtown Community Development Implementation	115.37NA
CD-41	Civic Center Plan	115.41NA
CD-44	Grand Connection Implementation	115.52NA
G-109	Affordable Housing Contingency	115.54NA
CD-45	Mini City Hall Expansion	115.56NA
CD-46	ESI Implementation	115.57NA
CD-47	Growth Corridor Model	115.58NA
CD-49	Local Business Development	115.59NA
G-105	Competitiveness and Collaboration	115.97NA
CD-48	Public-Private Partnership – Pilot BelRed TOD	115.98NA

Note: While many proposals represent cross-departmental efforts, proposals are listed by sponsoring departments only.



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Development Services Department 2019-2020





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Activities

- ◆ Land Use Review
- ◆ Code Compliance
- ◆ Building Review & Inspection
- ◆ Fire Review & Inspection
- ◆ Transportation Review & Inspection
- ◆ Utilities Review & Inspection



Development Services is a multi-department line of business that offers a single point of service for permit processing, inspection, and development information in Bellevue.

In 2017, 80% of permit applications and 76% of inspection requests were submitted through MyBuildingPermit.com as paperless permits.

Development Services Department — Mission

Development Services endeavors to protect the quality of public and private infrastructure, the safety and integrity of the built and natural environment, and the livability of the city while facilitating appropriate and timely development.

2019-2020 Objectives

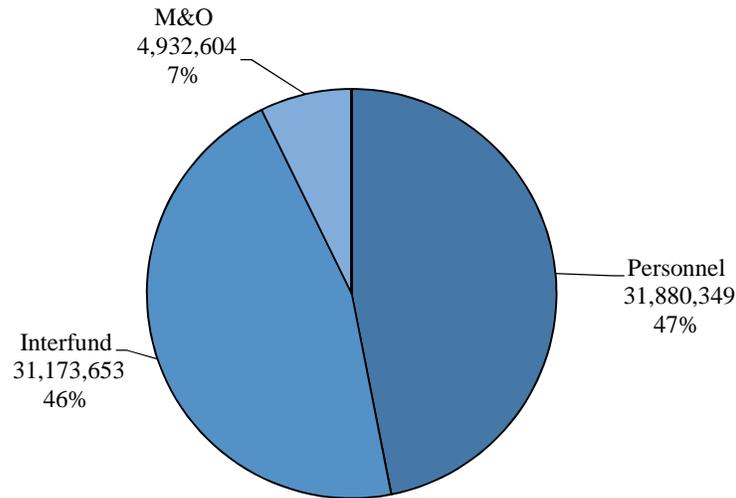
- ◆ Provide a process that is timely, understandable, and effective for internal and external customers.
- ◆ Proactively balance resources (staffing, contracts, revenues) through development cycles.
- ◆ Achieve Council-adopted outcomes by actively engaging in planning and code development initiatives, and delivering high quality services.
- ◆ Maintain competitive fees for service and adequate financial reserves.

2017-2018 Accomplishments

- ◆ Responded to the dramatic growth in development by adding staff, training to build capacity, and implementing process improvements.
- ◆ Major projects include:
 - ◆ East Link and Light Rail
 - ◆ Energize Eastside
 - ◆ One 88 Bellevue Way Condominiums
 - ◆ Alamo Manhattan Apartments
 - ◆ Windward Factoria Townhomes
 - ◆ Hyde Square Apartments
 - ◆ Spring District Residential & REI Headquarters
 - ◆ Crossroads Senior Housing
 - ◆ Stevenson Elementary School
 - ◆ Highland Middle School
- ◆ Advanced work to reach the 100% Paperless Permitting goal for permit processing and inspections.
- ◆ Completed a comprehensive survey of DS customers and created a process to receive routine customer feedback in the future.
- ◆ Completed a Cost of Service Study to review and update the DS financial model including policies, cost pooling, fees and forecasting models.
- ◆ Completed policy and code development work including the Shoreline Master Program Update, single family home rental, interim and permanent marijuana regulations, Eastgate, Downtown Livability, and Homeless Shelter regulations.

Development Services

2019 - 2020 Budget Expenditure by Category



	2019 Prelim	2020 Prelim	2019-2020
Personnel	15,594,276	16,286,073	31,880,349
Interfund	15,471,659	15,701,994	31,173,653
M&O	2,485,095	2,447,509	4,932,604
Capital	-	-	-
Total Expenditures	33,551,030	34,435,576	67,986,606
Reserves ¹	22,126,134	19,978,254	19,978,254
Total Budget	55,677,164	54,413,830	87,964,860

Staffing Summary

	2017 Actuals	2018 Amended	2019 Prelim	2020 Prelim
FTE	114.00	115.00	115.00	115.00

Budget Summary by Fund excluding Reserves

	2017 Actuals	2018 Amended	2019 Prelim	2020 Prelim
General Fund	4,109,537	4,357,370	4,856,712	4,988,916
Development Services Fund	25,227,933	26,274,729	28,694,318	29,446,660
Total Budget	29,337,470	30,632,099	33,551,030	34,435,576
Reserves ¹		14,709,253	22,126,134	19,978,254

¹ Reserves: Reserves are not included in the pie chart above. 2017 Actuals do not include reserves at the department level.

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Proposal List by Department/Outcome

Development Services

2019-2020 Budget One

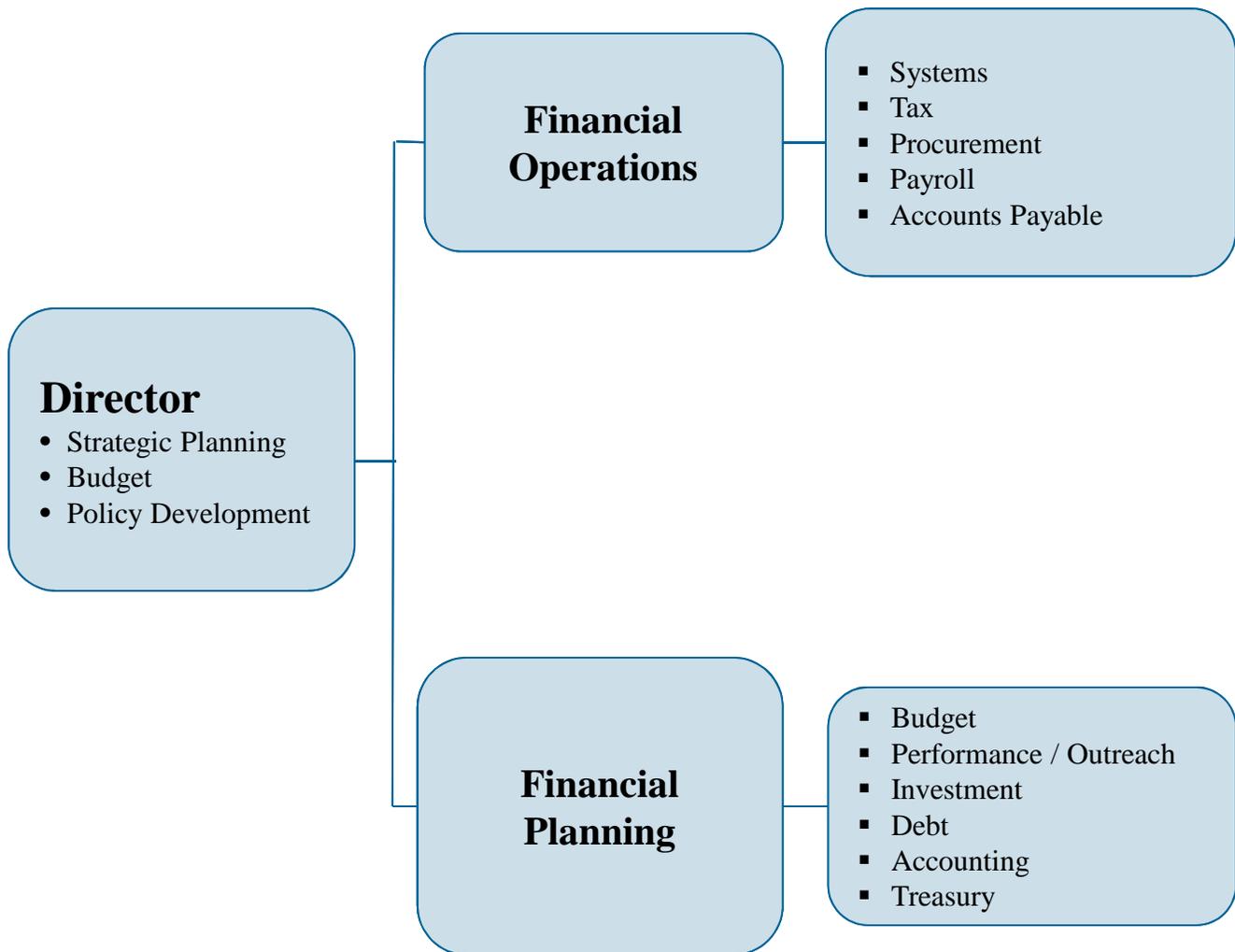
Rank	Proposal Title	Proposal Number
Economic Growth and Competitiveness		
02	Development Services Review Services	110.03NA
Quality Neighborhoods/Innovative Vibrant and Caring Community		
13	Code Compliance Inspection and Enforcement Services	110.07NA
Responsive Government		
18	Development Services Financial Management	110.06NA
24	Policy Implementation Code Amendments & Consulting Service	110.02NA
25	Development Services Information Delivery	110.01NA
36	Development Services - Automation Proposal	110.13DA
36	Development Services - Automation Proposal	110.13PA
40	Development Services Department Management & Support	110.05NA
Safe Community		
13	Development Services Inspection Services	110.04NA

Note: While many proposals represent cross-departmental efforts, proposals are listed by sponsoring departments only.



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Finance Department 2019-2020





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Activities

- ◆ Budget
- ◆ Performance
- ◆ Accounting
- ◆ Treasury
- ◆ Tax
- ◆ Payroll
- ◆ Purchasing/
Contracts
- ◆ Disbursements
- ◆ Investments/
Debt
- ◆ Systems



The Finance Department serves as a trusted partner to its customers, providing strategic financial direction and leadership for the City; and operation of the City's core financial functions.

Financial performance and sustainability are essential to all City functions, therefore fiscal policy and operations impact all City Departments.

Finance Department—Mission

Maintain the public trust through sound financial management.

2019-2020 Objectives

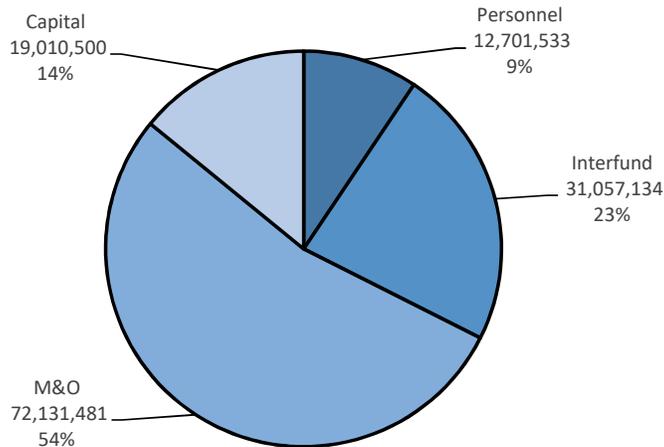
- We chart a secure financial course
- Our team strives for excellence
- We build trusting relationships

2017-2018 Accomplishments

- ◆ Maintained Aaa Bond Rating
- ◆ Achieved 83% satisfied/very satisfied rating with customers for Finance Department services
- ◆ Received an Unqualified Audit Opinion
- ◆ Mid Biennium update for the 2017-2018 Operating Budget and 2017—2023 Capital Investment Program (CIP) Plan
- ◆ Implemented payroll reporting and system changes related to implementation of I-1433—Paid Sick Leave initiative
- ◆ Continued long-range financial planning effort for the General Fund and General CIP
- ◆ Determined reporting requirements to ensure compliance with the Transportation Infrastructure Finance and Innovation Act (TIFIA) loan
- ◆ Prepared 2019-2020 Operating Budget and 2019-2025 Capital Investment Program (CIP) Plan
- ◆ Implemented timekeeping improvements in MySelf Service
- ◆ Implemented new point-of-sale system
- ◆ Provided citywide Internal Control and Fraud Training
- ◆ Obtained Certificate of Achievement for Excellence in Financial Reporting
- ◆ Obtained Distinguished Budget Presentation Award
- ◆ Obtained Certificate of Excellence in Performance Management
- ◆ Conducted, evaluated and reported on two resident surveys: the annual Performance Measures Survey and biannual Budget Survey
- ◆ Conducted second biennial Business Survey
- ◆ Implemented Lean process improvement program and developed a Visual Management System
- ◆ Restructured and simplified department Strategic Plan
- ◆ Performed org-wide maturity assessment of performance management practices and culture
- ◆ Advanced data-informed decision-making by conducting trainings on business case analysis and knowledge worker performance measurement

Finance

2019 - 2020 Budget Expenditure by Category



	2019 Prelim	2020 Prelim	2019-2020
Personnel	6,217,400	6,484,133	12,701,533
Interfund	15,530,177	15,526,957	31,057,134
M&O	35,862,542	36,268,939	72,131,481
Capital ²	9,505,000	9,505,500	19,010,500
Total Expenditures	67,115,119	67,785,529	134,900,648
Reserves ¹	4,995,551	5,012,217	5,012,217
Total Budget	72,110,670	72,797,746	139,912,865

Staffing Summary

	2017 Actuals	2018 Amended	2019 Prelim	2020 Prelim
FTE	47.50	47.50	47.50	47.50

Budget Summary by Fund excluding Reserves

	2017 Actuals	2018 Amended	2019 Prelim	2020 Prelim
General Fund	8,034,577	8,508,485	8,707,017	9,086,377
Hotel/Motel Tax Fund	11,769,508	13,127,000	13,417,000	13,965,000
Debt Service Fund	22,023,133	21,946,332	21,948,682	21,946,732
General CIP ²	19,850,671	21,091,970	23,042,420	22,787,420
Total Budget	61,776,957	64,673,787	67,115,119	67,785,529
Reserves ¹		1,229,772	4,995,551	5,012,217
General Fund Reserves		38,468,990	48,755,088	49,890,191

¹ Reserves: Reserves are not included in the pie chart above. 2017 Actuals do not include reserves at the department level.

The 2019-2020 biennial budget calculation includes only the second year of reserves (ie 2020) to avoid double-counting of expenditure authority.

² CIP Expenditures include debt service transfers for capital projects

The figures above include double budgeting (internal transfers between City funds)

The 2018 Amended Budget includes Mid-Biennium updates and budget appropriation changes approved to October 8, 2018.

Proposal List by Department/Outcome

Finance

2019-2020 Budget One

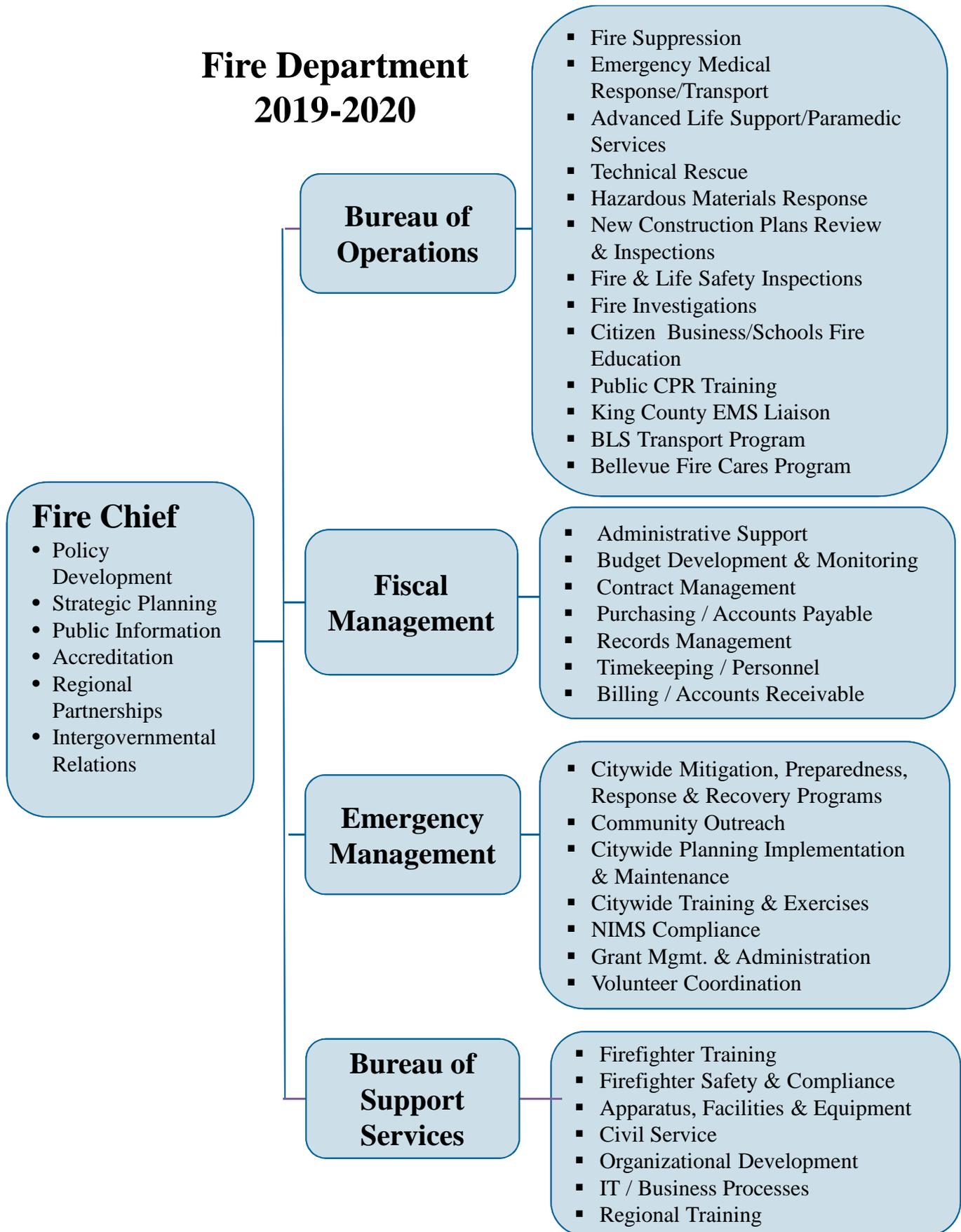
Rank	Proposal Title	Proposal Number
Economic Growth and Competitiveness		
04	Bellevue Convention Center Authority (BCCA) Operations	060.10NA
Responsive Government		
-01	Miscellaneous Non-Departmental (MND)	060.08NA
02	Budget Office	060.19NA
04	Debt Management Services	060.20NA
06	Citywide Treasury Management Services	060.13NA
16	Citywide Disbursements	060.16NA
19	Business Tax and License Administration	060.15PA
22	Financial Accountability & Reporting	060.18NA
29	LEOFF 1 Medical Operating Costs	060.46NA
30	Procurement Services	060.17NA
41	Finance Department Management and Support	060.07PA
45	Finance Business Systems	060.45NA
48	Finance Central Services	060.14DA
CIP		
G-69	Supplemental CIP Debt Funding: 2008 Limited Tax General Obligation (LT	060.01NA
G-82	City Hall Debt Service	060.03NA
G-59	Finance/Human Resources Systems	060.04NA
G-83	M&I LTGO Bond Debt Service	060.23NA
G-89	New Long-term Debt Service	060.30NA
G-100	2015 20 Year LTGO Bond Debt Service	060.36NA
G-98	Short-Term Cash Flow Borrowing Payback	060.41NA
G-107	Council Contingency	060.42NA
G-101	TIFIA Debt Cost Service	060.47NA
G-112	Arts and Culture Fund	060.48NA
A-10	General CIP Revenues	999.60NA
F-1	General CIP Revenues F1	999.61NA
F-2	General CIP Revenues F2	999.62NA
F-2015	General CIP Revenue	999.63NA
F-3	General CIP Revenues	999.64NA
F-7	General CIP Revenue	999.65NA
A-14	General CIP Revenues	999.66NA

Note: While many proposals represent cross-departmental efforts, proposals are listed by sponsoring departments only.



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Fire Department 2019-2020





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Activities

- ◆ Fire Suppression
- ◆ Emergency Rescue
- ◆ Emergency Medical Services
- ◆ Fire Training
- ◆ Fire Prevention
- ◆ Emergency Management
- ◆ Fire Administration



From 2015 to 2107, total fire and EMS incidents increased by 8.23% for 18,214 to 19,849 . Over a four year period the total increase was by 14.6% predominantly in the downtown core. This rate of increase is expected to continue in near term as Bellevue continues to grow and becomes more populated.



Fire Department — Mission

Assist the public in the protection of life and property by minimizing the impact of fire, medical emergencies, and potential disasters or uncontrolled events.

2019-2020 Objectives

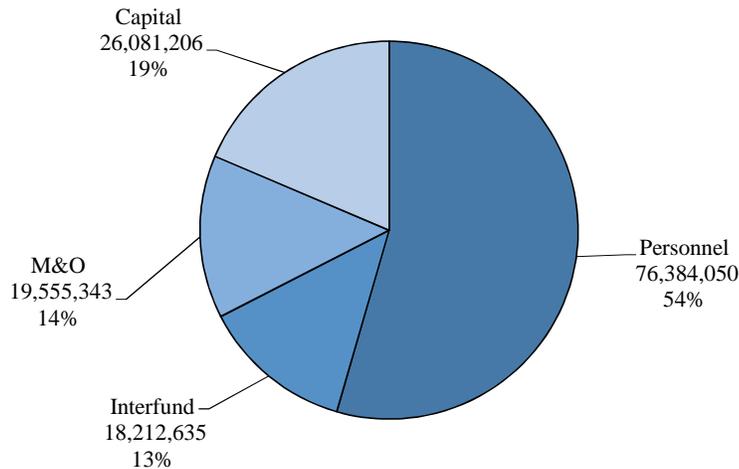
- ◆ Continued critical continuity of operations planning to include Redbooks for key positions.
- ◆ Implementation of Operative IQ, an asset and narcotics management inventory system that improves resource accountability and reduces costs.
- ◆ Continued work with Sound Transit to ensure readiness for incident response involving the new light rail project in Bellevue.
- ◆ Adoption of the 2018 International Fire Code.
- ◆ Electronic Inspection System deployment.
- ◆ Complete envelope repair of Fire Station 6.
- ◆ Knox Box KLS implementation.
- ◆ Continue HPO training for fire staff.
- ◆ Purchase equipment necessary to fully stock reserve apparatus (engines and ladder truck).
- ◆ Planned implementation of eLogic for regional training records management, GlideScope for field video laryngoscopy, and outfitting Fire facilities with LED Displays for crew communications and Sound Transit alerts.

2017-2018 Accomplishments

- ◆ Formed a collaborative internal partnership with Bellevue Civic Services to create a dedicated Fire Facilities Team to better address the long-term facilities needs of the fire department and ensure a safe and livable working environment for all personnel.
- ◆ Received funds totaling \$90K in DHS – FEMA Assistance to Firefighter’s Grant (AFG) to purchase fitness/workout equipment, adding 7 IAFF/IAFC Wellness Fitness Initiative (WFI) Peer Fitness Trainers, and 10 hours fitness consultation/training per month per station.
- ◆ Completely outfitted line-personnel with a second set of bunker gear. The purchase of this additional PPE (Personal Protective Equipment) leads to a safer working environment by improving firefighter health and wellness.
- ◆ Evaluated and purchased new 1¾”, 2½” 3” and 5” hose for use on all front-line and reserve apparatus.
- ◆ Successfully extended the Fire Services agreement with all contract cities through 2028.
- ◆ Developed CERT-Lite, and Accessible CERT to reach residents with emergency preparedness training.
- ◆ Continued implementation of the Fire Levy including the design and build of downtown Fire Station 10.
- ◆ Secured Urban Area Security Initiative (UASI) and Emergency Preparedness Grant (EMPG) Funds totaling \$807,596.
- ◆ Launch of The Compliance Engine for confidence testing.
- ◆ Responded and provided mutual aid assistance to 13 wildfire incidents.
- ◆ Implemented Fire Smart City projects: PowerDMS document management, ESO’s Hospital Data Exchange at Overlake *with data from* Electronic Patient Care Reporting (EPCR), and updated TeleStaff to a web based, hosted system.

Fire

2019 - 2020 Budget Expenditure by Category



	2019 Prelim	2020 Prelim	2019-2020
Personnel	37,277,916	39,106,134	76,384,050
Interfund	8,990,991	9,221,644	18,212,635
M&O	9,673,853	9,881,490	19,555,343
Capital	16,011,206	10,070,000	26,081,206
Total Expenditures	71,953,966	68,279,268	140,233,234
Reserves ¹	6,867,257	6,667,975	6,667,975
Total Budget	78,821,223	74,947,243	146,901,209

Staffing Summary

	2017 Actuals	2018 Amended	2019 Prelim	2020 Prelim
FTE	248.75	247.75	251.00	251.00
<i>Unfunded FTE</i> ²	4	3	3	3

Budget Summary by Fund excluding Reserves

	2017 Actuals	2018 Amended	2019 Prelim	2020 Prelim
General Fund	47,007,479	52,208,041	54,395,677	56,711,817
LEOFF I Medical Reserve Fund	1,299,979	1,367,681	73,282	73,282
Operating Grants & Donations	1,089,602	1,295,427	1,163,426	1,094,502
General CIP	1,956,657	8,115,000	16,011,206	10,070,000
Fireman's Pension Fund	211,379	250,636	310,375	329,667
Total Budget	51,565,095	63,236,785	71,953,966	68,279,268
Reserves ¹		7,047,371	6,867,257	6,667,975

¹ Reserves: Reserves are not included in the pie chart above. 2017 Actuals do not include reserves at the department level.

The 2019-2020 biennial budget calculation includes only the second year of reserves (ie 2020) to avoid double-counting of expenditure authority.

² Unfunded FTEs are positions frozen as a cost-containment measure during 2012. Unfunded FTEs are included in the total FTE count.

The figures above include double budgeting (internal transfers between City funds)

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Proposal List by Department/Outcome

Fire

2019-2020 Budget One

Rank	Proposal Title	Proposal Number
Quality Neighborhoods/Innovative Vibrant and Caring Community		
11	Bellevue Fire CARES Support	070.15DA
11	Bellevue Fire CARES Program	070.15PA
Safe Community		
01	Fire Suppression and Emergency Medical Response	070.01PA
03	Public Safety Dispatch Services	070.16DA
03	Public Safety Dispatch Fee Increases	070.16DB
06	Advanced Life Support (ALS) Services	070.02NA
14	Life Safety Inspections	070.06DA
14	Fire Prevention	070.06PA
20	Fire Facilities Maintenance & Operations	070.07DA
21	Ongoing Fire Administrative Support	070.05DA
21	Fire Department Management & Support	070.05PA
23	Citywide Emergency Management Services	070.04PA
26	Fire Department Training Division	070.03NA
27	East Metro Training Group	070.18NA
34	Fire and Life Safety Community Risk Reduction	070.14NA
38	OEM Grant Participation: UASI and EMPG	070.08DA
39	Fire Department Small Grant and Donations	070.09NA
CIP		
PS-16	Fire Facility Major Maintenance	070.10NA
PS-63	Fire Facility Master Plan	070.23NA
PS-64	Fire Station 10 (Levy)	070.32NA
PS-65	Fire Station 4 (Levy)	070.33NA

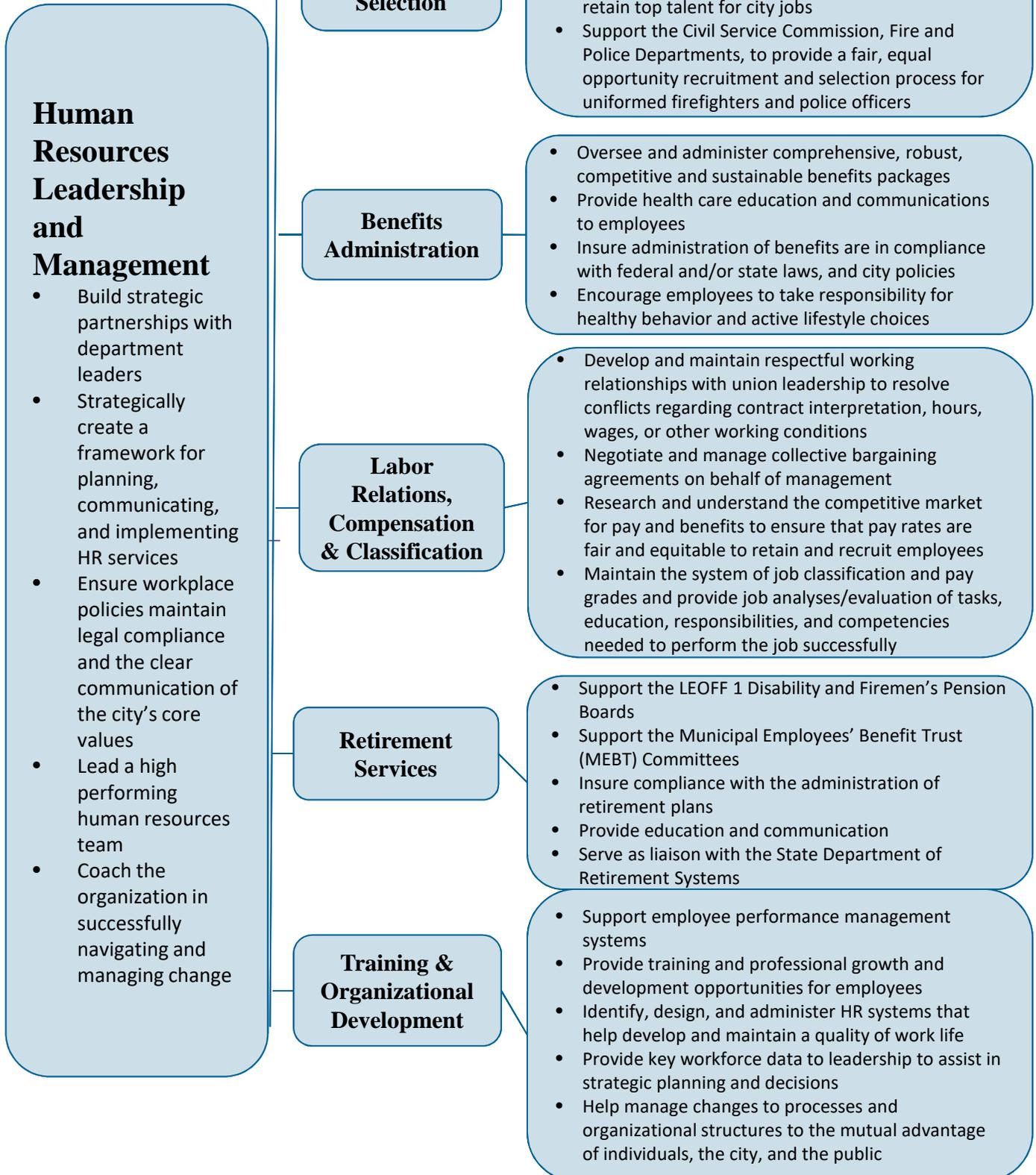
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Human Resources

2019-2020





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Activities

- ◆ **Benefits Administration**
- ◆ **Employee Relations, Recruitment and Selection**
- ◆ **Labor Relations, Compensation and Classification**
- ◆ **Retirement Services**
- ◆ **Training and Organizational**



11.8
Average tenure of service with the City of Bellevue

46.3
Average age of employees

22.9%
Percentage of workforce eligible to retire within 5 years

Human Resources (HR) — Mission

We are committed to being a strategic partner with city departments by providing outstanding customer service in attracting, retaining, developing and deploying a high-performance, diverse workforce in support of the changing needs of the organization. As a business partner to each of the city's departments, the HR Department promotes the sound management of employee resources and best practices for the city that fulfill community needs and citizen expectations.

2019-2020 Objectives

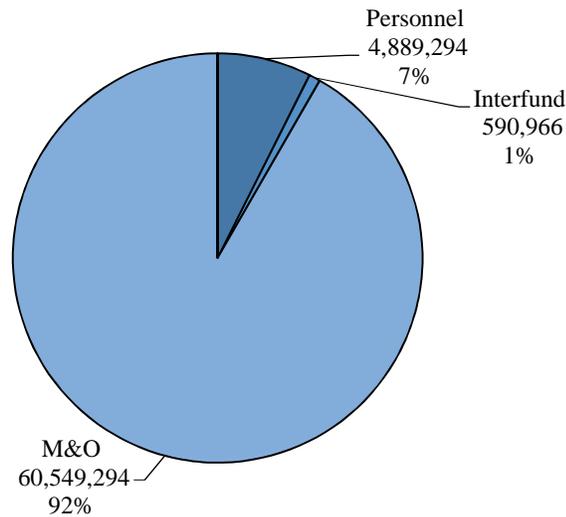
- ◆ Work Culture and High Performance Organization Focus – Continue to implement human resources programs that focus on the desired high performance work culture, and that support the city's core values of Exceptional Public Service, Stewardship, Commitment to Employees, Integrity, and Innovation.
- ◆ Organizational Workforce Development – Implement improvements to the city's learning management and employees' performance management systems with a one city performance evaluation process, which includes annual goal setting, individual development plans, ongoing feedback between supervisors and employees throughout the year, training for all managers in people management fundamentals, and training for all employees to strengthen the demonstration of the city's core competencies of customer focus, instilling trust, communicating effectively, and cultivating innovation.
- ◆ Diversity and Inclusion - Continue to implement strategies and programs that result in the city's workforce demographics reflecting the community that we serve, increasing access and opportunities, and a supportive, respectful, and inclusive work environment.

2017-2018 Accomplishments

- ◆ Organizational Workforce Development — Selected a new organization-wide employee performance and learning management system, and assembled a citywide team to develop a project and change management plan.
- ◆ Diversity and Inclusion –
 - Created the Supported Employment Program to provide employment opportunities for adults with intellectual disabilities, onboarding eight employees. The city was nominated for the 2017 Employer of the Year by the Governor's Committee on Disability Issues and Employment.
 - Supported the creation of three Employee Resource Groups, employee-led groups formed around common interests and/or a common background.
 - Sponsored a Courageous Conversation on the topic of gender equity in the workplace in addition to the review of the city's policies and procedures regarding harassment.
- ◆ Healthcare Reform – Completed a risk assessment, created privacy and security policies and procedures, and trained appropriate employees as required by the Health Insurance Portability and Accountability Act (HIPAA).
- ◆ Policy, Procedure and Municipal Code – Implemented the new Washington State Sick Leave law by updating city policies and the municipal code, and communicating and educating employees.

Human Resources

2019 - 2020 Budget Expenditure by Category



	2019 Prelim	2020 Prelim	2019-2020
Personnel	2,386,331	2,502,963	4,889,294
Interfund	292,575	298,391	590,966
M&O	29,382,777	31,166,517	60,549,294
Capital	-	-	-
Total Expenditures	32,061,683	33,967,871	66,029,554
Reserves ¹	5,538,610	3,431,168	3,431,168
Total Budget	37,600,293	37,399,039	69,460,722

Staffing Summary

	2017 Actuals	2018 Amended	2019 Prelim	2020 Prelim
FTE	15.80	15.80	16.80	16.80

Budget Summary by Fund excluding Reserves

	2017 Actuals	2018 Amended	2019 Prelim	2020 Prelim
General Fund	2,403,406	2,737,228	2,852,282	2,977,007
Unemployment Compensation Fund	599,374	190,000	194,600	199,500
Health Benefits Fund	25,018,098	28,606,864	29,014,801	30,791,364
Total Budget	28,020,878	31,534,092	32,061,683	33,967,871
Reserves ¹		8,563,606	5,538,610	3,431,168

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Proposal List by Department/Outcome

Human Resources

2019-2020 Budget One

Rank	Proposal Title	Proposal Number
Responsive Government		
00	Human Resources Tuition Reimbursement	080.09NA
33	Health Benefits Operating Fund	080.01NA
42	HR Workforce Administration–Program Administration	080.06PA
46	HR Workforce Development–High Performance Work Culture Programs	080.04NA
46	HR Workforce Administration-Senior Administration	080.06DB
50	Talent Acquisition	080.07NA

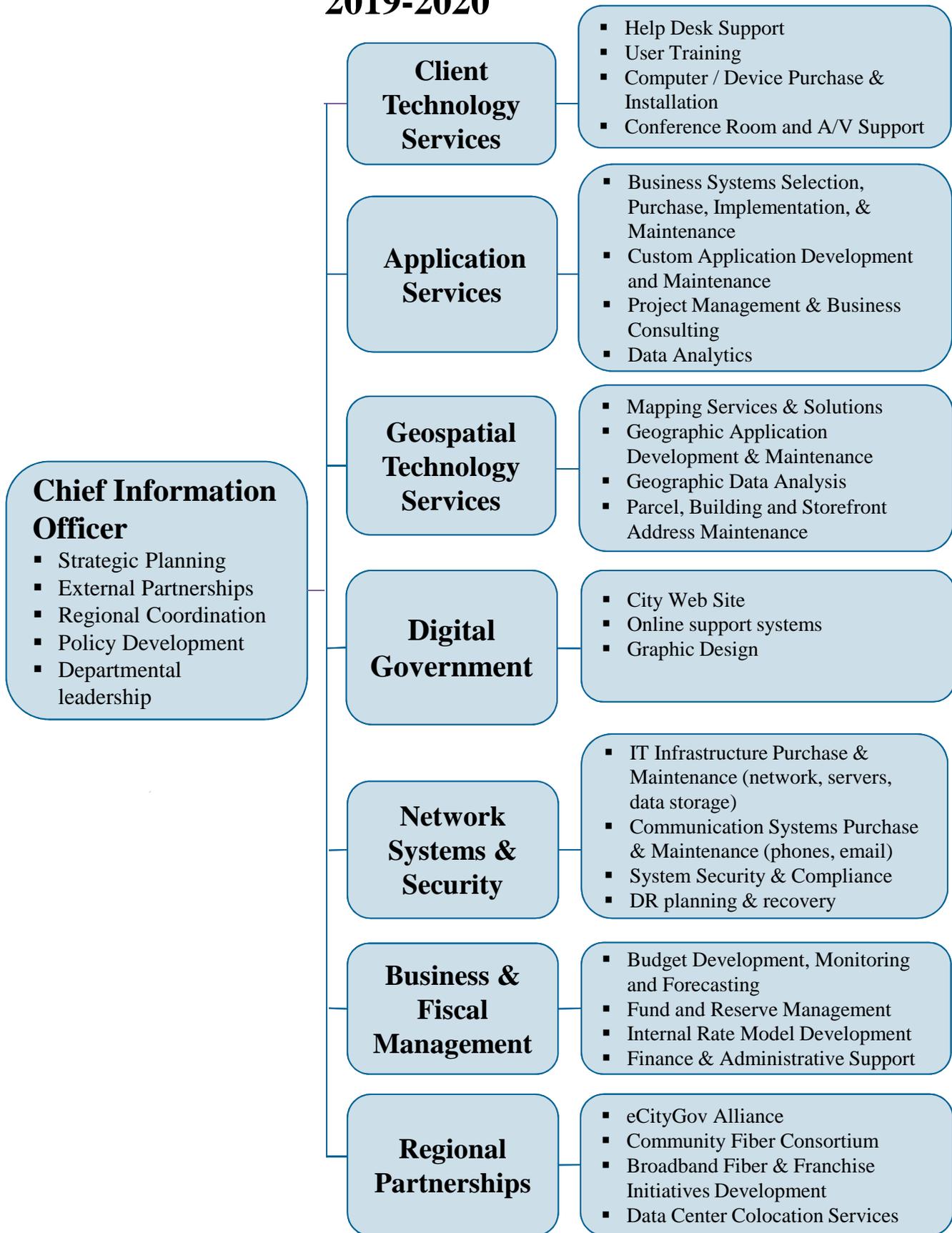
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Information Technology

2019-2020





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Activities

- ◆ Help desk support
- ◆ IT training
- ◆ Application development and support
- ◆ Mapping services
- ◆ Technology Infrastructure
- ◆ Cyber security



Information Technology

Effectiveness of technology at helping employees perform their jobs: 87% rating Good to Excellent

ITD as a strategic and collaborative partner: 78% rating Good to Excellent

Overall Customer Satisfaction: 83% rating Good to Excellent

Network Uptime: 99.89%

Online Transactions: 38.3% of all transactions

Mean time to repair targets met: 87.3%

IT spending: 2.19% of total enterprise

Information Technology Department

Our mission: Partner, innovate and evolve to deliver high value, customer-focused solutions.

2019-2020 Objectives

Enhancing Digital Government

- ◆ Continue to transform bellevuewa.gov by building a digital government service that focuses on user needs and services.
- ◆ Manage outreach activities more efficiently to ensure Bellevue's strong customer service ethic is reflected in digital government.
- ◆ Increase community access to the internet, economic opportunities and city services.

Supporting Business and Workforce Productivity

- ◆ Increase speed of technology execution to create more organization capacity for innovation and continuous improvement.
- ◆ Enable a mobile, technology savvy workforce with the tools they need to better serve the community.
- ◆ Partner with stakeholders to evaluate and optimize software portfolio to better serve business needs.
- ◆ Advance continuous development of the information security program, including updating and executing on security and data policies to reduce vulnerabilities that disrupt operations and increase efficiencies through improved data access and use.

Embracing Technology Innovation

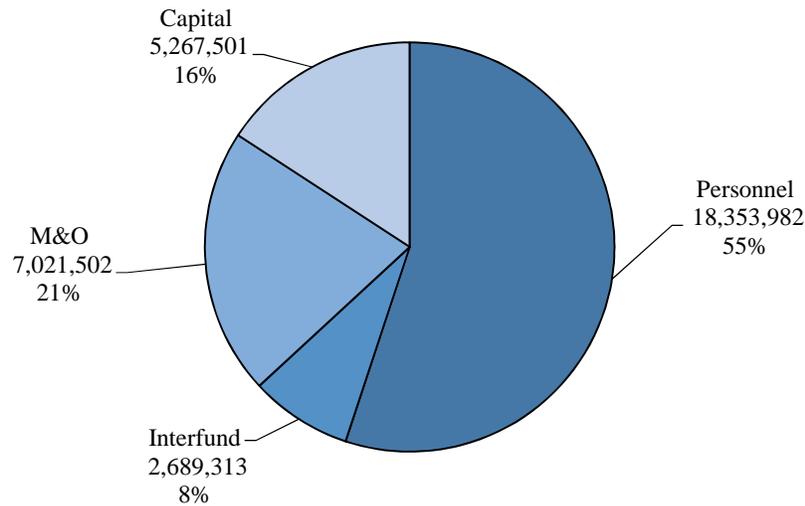
- ◆ Achieve the smart city objectives in the Bellevue Smart Plan to improve livability, sustainability and resiliency.
- ◆ Use data to effectively inform decisions and shift operations to more proactive, predictive service delivery.
- ◆ Increase opportunities to use and assess innovative technologies and speed up adoption of useful advances.

2017-2018 Accomplishments

- ◆ Completed the City's new enterprise technology strategic plan. This will guide the use of resources and support the City and Council's highest priorities.
- ◆ Continued implementing the Smart City plan that was approved by Council in 2016. For the Connectivity element of the plan, completed a regional fiber optic ring connecting schools, hospitals and government facilities, including connect the Global Innovation Exchange to the University of Washington. Bellevue also expanded public Wi-Fi to parks, community centers and housing properties in collaboration with King County Housing Authority.
- ◆ Significant progress was made in outfitting field staff with applications and computers that are improving performance. Includes inspectors, utility/transportation/parks crews, and Police.
- ◆ Continued to expand the reach and effectiveness of the MyBuildingPermit portal as part of the eCityGov alliance. Added several new customers including King and Snohomish counties, and continued to improve the effectiveness and ease-of-use.
- ◆ Completed a redesign of the City web site to improve access to information through improved layout and search capabilities.
- ◆ Continued migrating more applications and infrastructure to cloud services to increase efficiency, resiliency and benefits from new capabilities

Information Technology

2019 - 2020 Budget Expenditure by Category



	2019 Prelim	2020 Prelim	2019-2020
Personnel	8,959,844	9,394,138	18,353,982
Interfund	1,345,517	1,343,796	2,689,313
M&O	2,974,052	4,047,450	7,021,502
Capital	2,849,001	2,418,500	5,267,501
Total Expenditures	16,128,414	17,203,884	33,332,298
Reserves ¹	5,855,177	5,196,447	5,196,447
Total Budget	21,983,591	22,400,331	38,528,745

Staffing Summary

	2017 Actuals	2018 Amended	2019 Prelim	2020 Prelim
FTE	61.00	61.00	61.00	61.00

Budget Summary by Fund excluding Reserves

	2017 Actuals	2018 Amended	2019 Prelim	2020 Prelim
ITD Fund	13,732,195	14,441,655	15,078,414	15,953,884
General CIP	98,886	1,038,000	1,050,000	1,250,000
Operating Grants & Donations	397	-	-	-
Total Budget	13,831,478	15,479,655	16,128,414	17,203,884
Reserves ¹		5,670,546	5,855,177	5,196,447

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Proposal List by Department/Outcome

Information Technology

2019-2020 Budget One

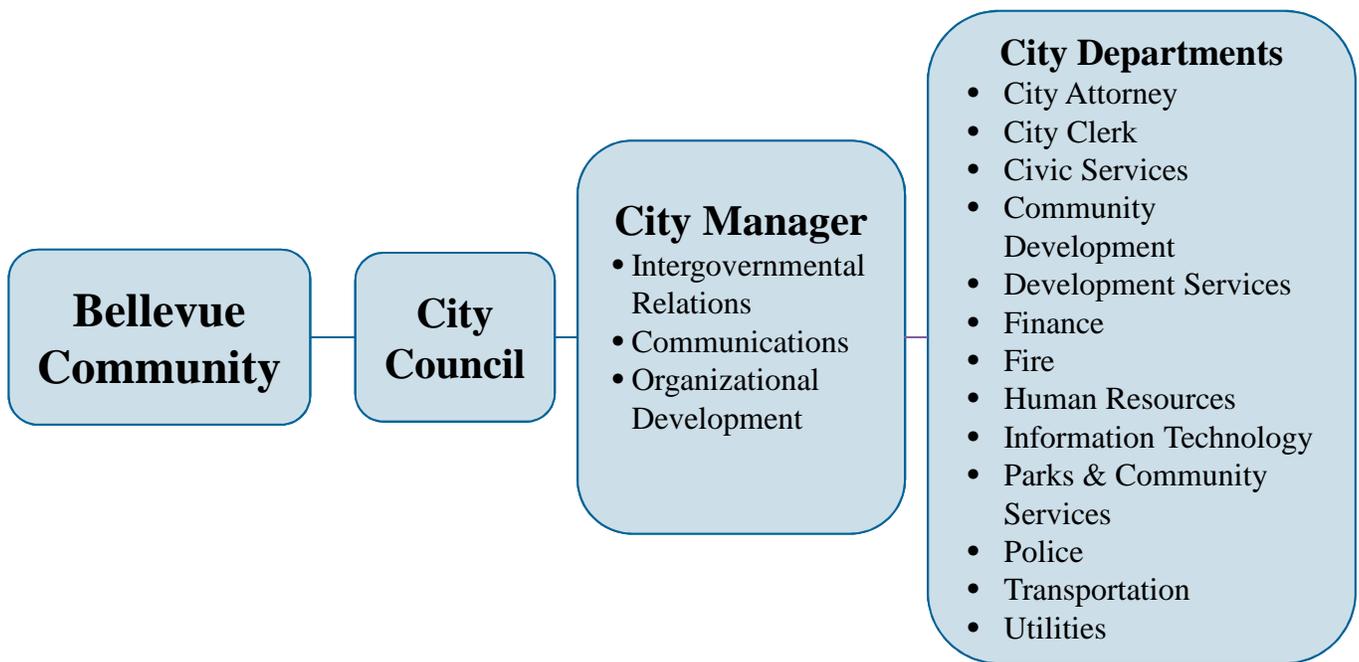
Rank	Proposal Title	Proposal Number
Responsive Government		
05	Network Systems and Security	090.08NA
23	Computer Technology Services	090.01NA
31	Technology Business Systems Support	090.09NA
34	eCityGov Alliance Fees and Services	090.10NA
35	Geospatial Technology Services (GTS)	090.06NA
43	IT Department Management and Support	090.05NA
52	Application Development Services	090.03NA
CIP		
G-94	Enterprise Application Replacement Reserve	090.17NA
G-38	Smart City Connectivity	090.19NA

Note: While many proposals represent cross-departmental efforts, proposals are listed by sponsoring departments only.



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Miscellaneous Non-Departmental 2019-2020





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Activities

- ◆ Citywide Contingency
- ◆ One City Initiative
- ◆ Civic & Partner Memberships
- ◆ Legislative Costs



The Miscellaneous Non-Departmental (MND) budget funds items that benefit the City as a whole, including:

- ◆ Memberships in governmental organizations and regional committees
- ◆ Election fees
- ◆ Court
- ◆ Employee events
- ◆ One City activities
- ◆ Animal Control

A citywide contingency is also maintained to provide funds for emerging opportunities and City initiatives.

Miscellaneous Non-Departmental

Mission—Provide exceptional customer service, uphold the public interest and advance the Community Vision.

Vision—Be a collaborative and innovative organization that is future focused and committed to excellence.

2019-2020 Objectives

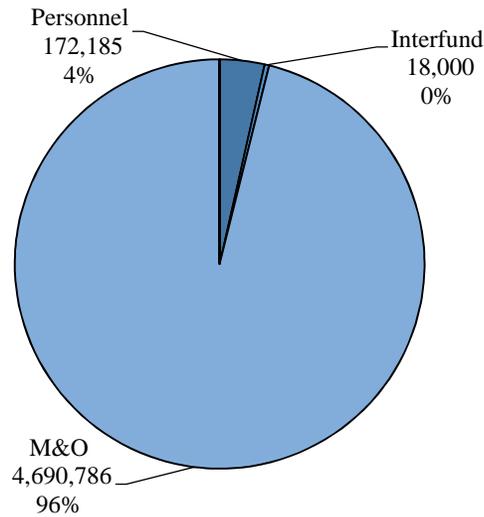
- ◆ Have funds available for City and Council initiatives and opportunities when they arise
- ◆ Provide One City advancement and training
- ◆ Maintain civic and partner memberships; including King County Animal Control
- ◆ Fund legislative costs, including elections, Courts, and Puget Sound Clean Air
- ◆ Support Citywide employee activities including Citywide Meetings and Employees' Committee

2017-2018 Accomplishments

- ◆ Provided funds for:
 - ◆ Leadership Training
 - ◆ Multi-Model Level of Service Study
 - ◆ Economic and Community Initiatives
- ◆ Provided One City advancement through training and innovation initiatives
- ◆ Maintained civic and partner memberships; including King County Animal Control, Association of Washington Cities, and Sound Cities
- ◆ Funded legislative costs, including elections, Courts, and Puget Sound Clean Air
- ◆ Supported Citywide employee activities including Citywide Meetings and Employees' Committee
- ◆ Provided funds for legal consultations for emerging items

Miscellaneous Non-Departmental

2019 - 2020 Budget Expenditure by Category



	2019 Prelim	2020 Prelim	2019-2020
Personnel	83,789	88,396	172,185
Interfund	8,500	9,500	18,000
M&O	2,305,541	2,385,245	4,690,786
Capital	-	-	-
Total Expenditures	2,397,830	2,483,141	4,880,971
Reserves ¹	-	-	-
Total Budget	2,397,830	2,483,141	4,880,971

Staffing Summary

	2017 Actuals	2018 Amended	2019 Prelim	2020 Prelim
FTE	-	-	-	-

Budget Summary by Fund excluding Reserves

	2017 Actuals	2018 Amended	2019 Prelim	2020 Prelim
General Fund	2,223,597	5,191,925	2,397,830	2,483,141
Total Budget	2,223,597	5,191,925	2,397,830	2,483,141
Reserves ¹	-	-	-	-

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Proposal List by Department/Outcome
Miscellaneous Non-Departmental
2019-2020 Budget One

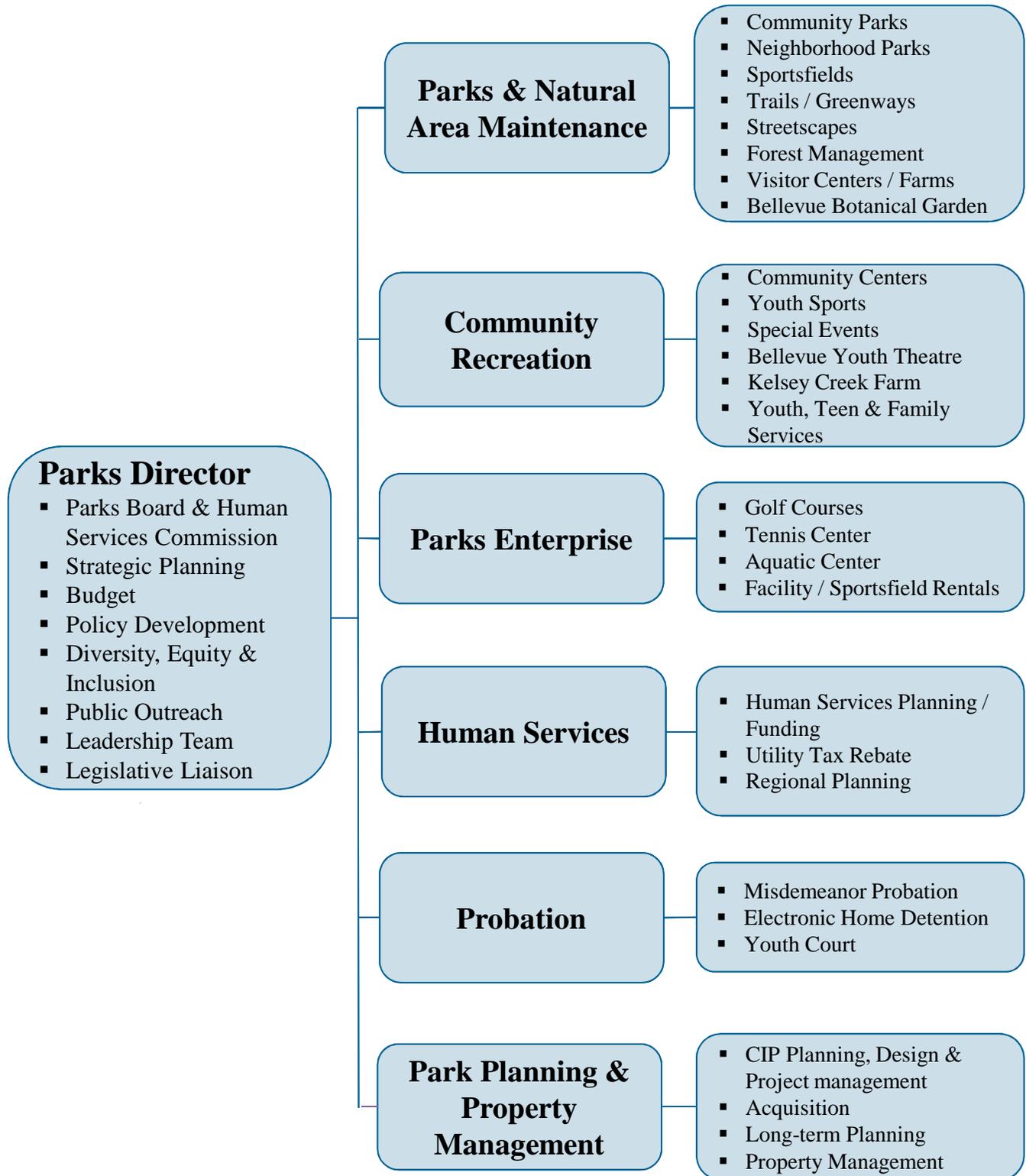
Rank	Proposal Title	Proposal Number
Responsive Government		
-01	Council Contingency	040.14NA

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Parks & Community Services 2019-2020





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Activities

- ◆ Parks & Natural Area Maintenance
- ◆ Community Recreation
- ◆ Parks Enterprise
- ◆ Human Services
- ◆ Probation
- ◆ Park Planning & Property Management



2,800 acre park system; 77 developed parks, 98 miles of trails

26,000 program registrations, 16,000 field rentals, and 71,000 golf rounds

\$11.5 million in discretionary revenue

4000 volunteers providing services valued at \$3.3M

92% of citizens report overall satisfaction good or better

Nationally accredited

Parks & Community Services — Mission

A healthy community through an integrated system of exceptional parks, open space, recreation, cultural and human services.

2019-2020 Objectives

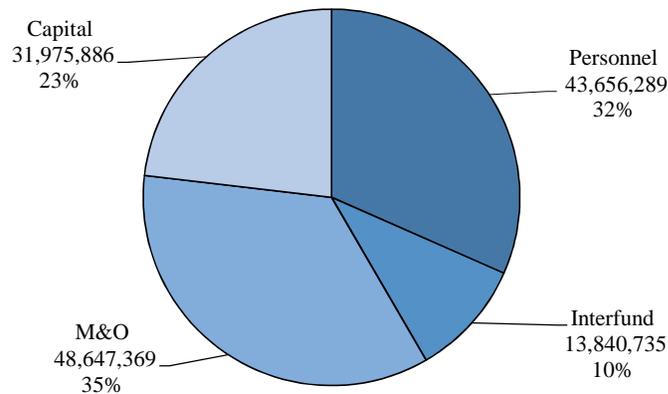
- ◆ Plan, acquire, design, and develop a coordinated park system which satisfies the community’s open space and recreation needs
- ◆ Provide clean, safe, attractive, and functional parks, open space, and recreation facilities
- ◆ Help reduce crime and antisocial behavior by providing/supporting prevention and intervention services
- ◆ Work with the City’s diverse population and community organizations to assist people in need of critical emergency services
- ◆ Through partnerships and collaborations, provide Bellevue citizens with opportunities for recreation, socialization, skill development and education in order to enhance physical and mental health

2017-2018 Accomplishments

- ◆ Downtown Park “Complete the Circle” and Inspiration Playground: This signature Parks Levy project was completed in 2017 after many years of community involvement and support that included a private fundraising campaign.
- ◆ Meydenbauer Bay Park Phase I: Construction of this major urban park in 2018 enhances public access to the waterfront and anchors the City’s Grand Connection vision.
- ◆ Surrey Downs Park: Construction of this Parks Levy project was completed in 2018 and converts the former District Court site and playfields into a significant park serving the Surrey Downs neighborhood and is adjacent to future light rail.
- ◆ Eastside Pathways: The City partners with Eastside Pathways in collaboration with more than 70 agencies and two school districts to address education, youth development, and low income services.
- ◆ Human Services: The City distributes \$3.5M in grants to 75 human service programs serving residents from school-aged children to older adults. For example, the City awarded almost \$215,000 to agencies providing substance abuse disorder and behavior health treatment to address the growing need for these services in the community.
- ◆ Diversity Plan: In alignment with the City’s Diversity Advantage Plan, the department established equity guidelines and strategies to increase cultural competency, inclusion access, and diversity within Parks policies and programs.
- ◆ National Accreditation: Bellevue Parks & Community Services is accredited by the Commission for Accreditation of Park and Recreation Agencies. Bellevue remains one of only 166 accredited agencies in the United States to complete a rigorous assessment of operations, management, and service to the community.

Parks and Community Services

2019 - 2020 Budget Expenditure by Category



	2019 Prelim	2020 Prelim	2019-2020
Personnel	21,284,345	22,371,944	43,656,289
Interfund	7,035,064	6,805,671	13,840,735
M&O	23,818,673	24,828,696	48,647,369
Capital	20,392,521	11,583,365	31,975,886
Total Expenditures	72,530,603	65,589,676	138,120,279
Reserves ¹	8,397,574	8,023,503	8,023,503
Total Budget	80,928,177	73,613,179	146,143,782

Staffing Summary

	2017 Actuals	2018 Amended	2019 Prelim	2020 Prelim
FTE	163.28	165.28	168.28	168.28

Budget Summary by Fund excluding Reserves

	2017 Actuals	2018 Amended	2019 Prelim	2020 Prelim
General Fund	33,132,363	34,940,560	36,573,138	38,084,140
Human Services Fund	5,410,310	5,109,809	5,789,930	5,981,743
Parks M&O Reserve Fund	35,000	292,522	590,679	461,502
Land Purchase Revolving Fund	732,273	574,096	845,205	867,181
Parks Enterprise Fund	6,135,809	6,647,879	6,346,787	6,565,062
Operating Grants & Donations	1,014,386	1,291,987	1,335,297	1,381,424
General CIP	21,479,501	21,004,507	20,392,521	11,583,365
Marina	834,180	721,014	657,046	665,259
Total Budget	68,773,822	70,582,374	72,530,603	65,589,676
Reserves ¹		9,277,175	8,397,574	8,023,503

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Proposal List by Department/Outcome

Parks & Community Services

2019-2020 Budget One

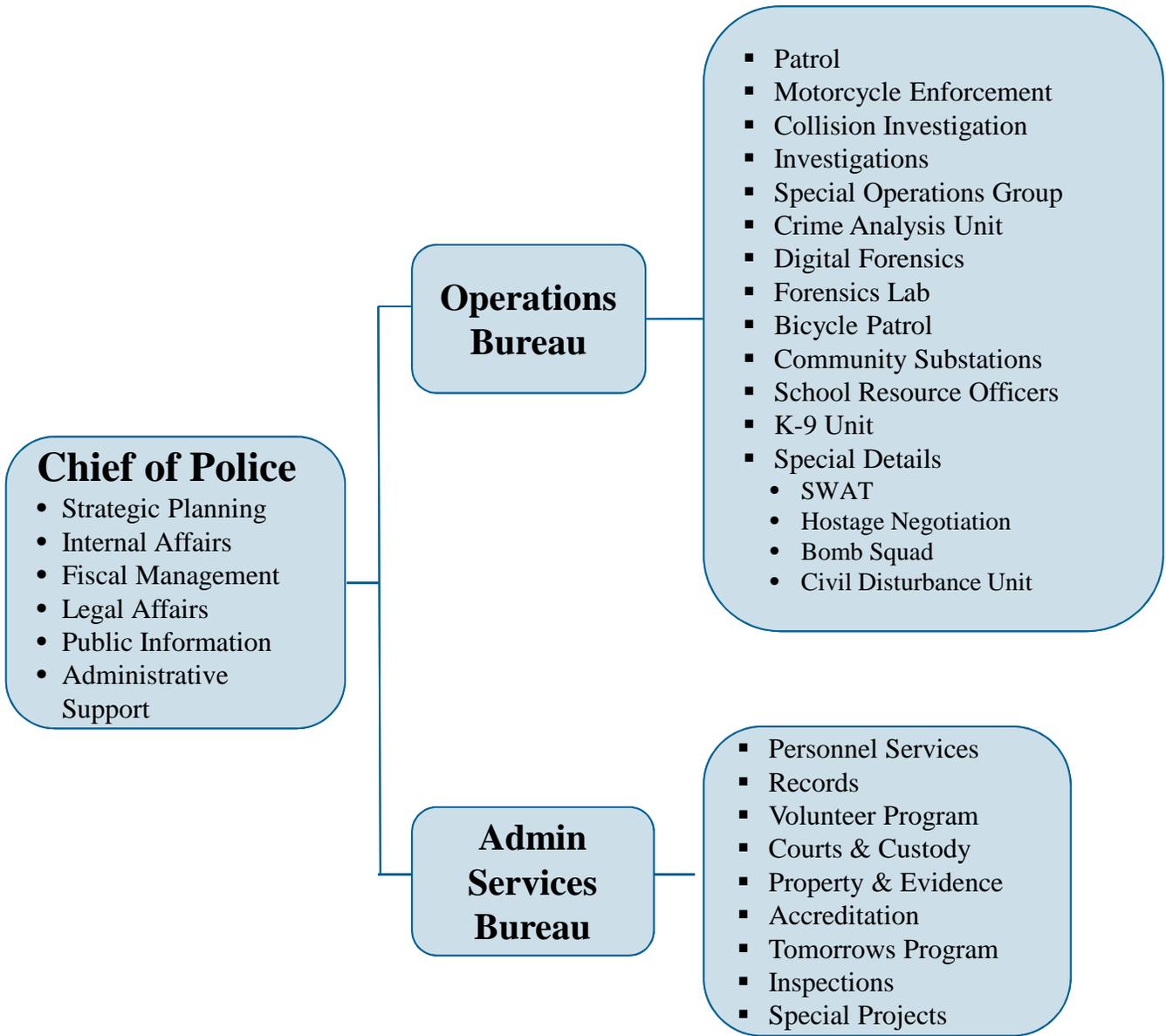
Rank	Proposal Title	Proposal Number
Healthy and Sustainable Environment		
04	Natural Resource Management	100.09NA
Quality Neighborhoods/Innovative Vibrant and Caring Community		
00	Parks CIP M&O Staffing	100.16DA
01	Human Services Planning Funding and Regional Collaboration	100.04NA
02	Parks & Community Services Management and Support	100.12NA
03	Park Planning and Property Management	100.11NA
07	Community and Neighborhood Parks Program	100.06NA
08	Structural Maintenance Program	100.08NA
09	Community Recreation	100.01NA
12	Parks Enterprise Programs	100.03NA
15	Youth Development Services	100.02NA
17	Street Trees Landscaping & Vegetation Management Program	100.10NA
Safe Community		
12	Bellevue Probation and Electronic Home Detention	100.05NA
CIP		
P-AD-82	Park & Open Space Acquisition	100.60NA
P-AD-83	Bellevue Airfield Park Development (Levy)	100.62NA
P-AD-27	Park Planning & Design	100.72NA
P-R-02	Enterprise Facility Improvements	100.76NA
P-R-11	Parks Renovation & Refurbishment Plan	100.77NA
P-AD-92	Meydenbauer Bay Phase 1 Park Development	100.80NA
P-AD-102	Newport Hills Park Development	100.93NA
P-AD-101	Bridle Trails/140th Street Park Development	100.94NA
P-AD-96	Mercer Slough East Link Mitigation	100.95NA
P-AD-100	Gateway NE Entry at Downtown Park	100.96NA
P-AD-103	Bel-Red Parks & Streams	100.97NA
P-AD-104	Meydenbauer Bay Park Phase 2	100.98NA

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Police Department 2019-2020





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Activities

- ◆ Patrol
- ◆ Investigations
- ◆ Traffic Enforcement
- ◆ Community Services
- ◆ Special Operations
- ◆ Forensics
- ◆ Crime Analysis
- ◆ School Resource Officers
- ◆ Training
- ◆ Records



Internationally accredited by CALEA for past fourteen years

Works hand-in-hand with local schools, businesses, communities, and law enforcement agencies

Partners with the Bellevue Police Foundation

Developed positive working relationships with local media

Winner of the IACP Outstanding Achievement in Law Enforcement Volunteer Programs

Police — Mission

To provide a safe place to live, work, and visit through quality law enforcement practices delivered by dedicated professionals. We focus our efforts and resources to Reduce Crime, Reduce the Fear of Crime, and Enhance the Quality of Life for all who call Bellevue home.

2019-2020 Objectives

- ◆ Reduce crime and enhance traffic safety
- ◆ Promote opportunities for community engagement to positively impact public safety
- ◆ Complete timely and effective investigations to facilitate prosecutions
- ◆ Ensure all employees are highly trained and all necessary certifications are maintained
- ◆ Provide high value services while efficiently managing resources
- ◆ Build a positive, productive, and engaged workforce that supports the City's mission and strategic goals

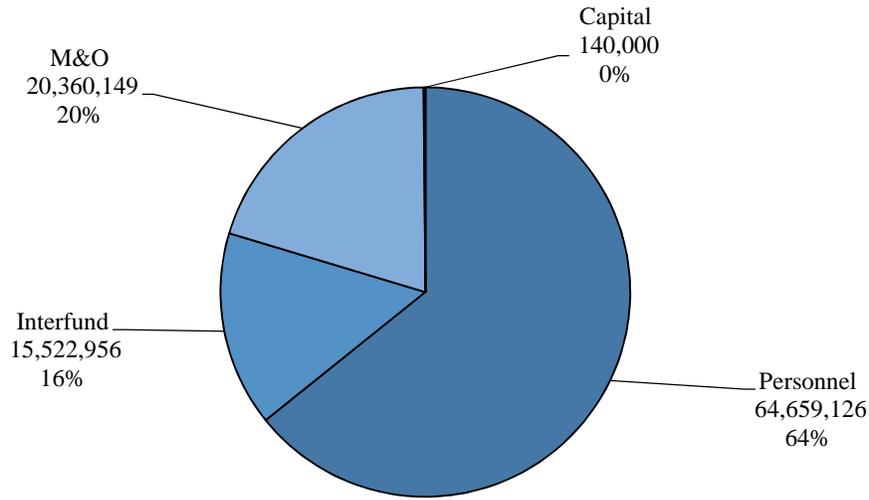
2017-2018 Accomplishments

- ◆ Increased the number of Advisory Councils to six (African-American, Asian/Pacific Islander, Latino/Latina, Muslim, LGBTQI, and Interfaith)
- ◆ The BPD Bicycle Unit located and arrested a subject making explosives in the Downtown Park
- ◆ Participated in monthly Community programs such as Teen Feeds, self-defense seminars, Salvation Army programs for feeding the homeless
- ◆ Successfully and professionally managed the Betsy DeVos protest in downtown Bellevue
- ◆ Partnered with various City of Bellevue departments, Sound Transit, King County Sheriffs Office, local businesses, and Congregations for the Homeless to address and mitigate issues regarding homeless encampments



Police

2019 - 2020 Budget Expenditure by Category



	2019 Prelim	2020 Prelim	2019-2020
Personnel	31,460,739	33,198,387	64,659,126
Interfund	7,666,492	7,856,464	15,522,956
M&O	9,903,716	10,456,433	20,360,149
Capital	70,000	70,000	140,000
Total Expenditures	49,100,947	51,581,284	100,682,231
Reserves ¹	15,000	-	-
Total Budget	49,115,947	51,581,284	100,682,231

Staffing Summary

	2017 Actuals	2018 Amended	2019 Prelim	2020 Prelim
FTE	225.00	225.00	232.00	232.00

Budget Summary by Fund excluding Reserves

	2017 Actuals	2018 Amended	2019 Prelim	2020 Prelim
General Fund	43,511,079	45,188,668	49,100,947	51,581,284
LEOFF I Medical Reserve Fund	883,339	739,165	-	-
Operating Grants & Donations	230,834	-	-	-
Total Budget	44,625,252	45,927,833	49,100,947	51,581,284
Reserves ¹		100,000	15,000	-
			-	-

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Proposal List by Department/Outcome

Police

2019-2020 Budget One

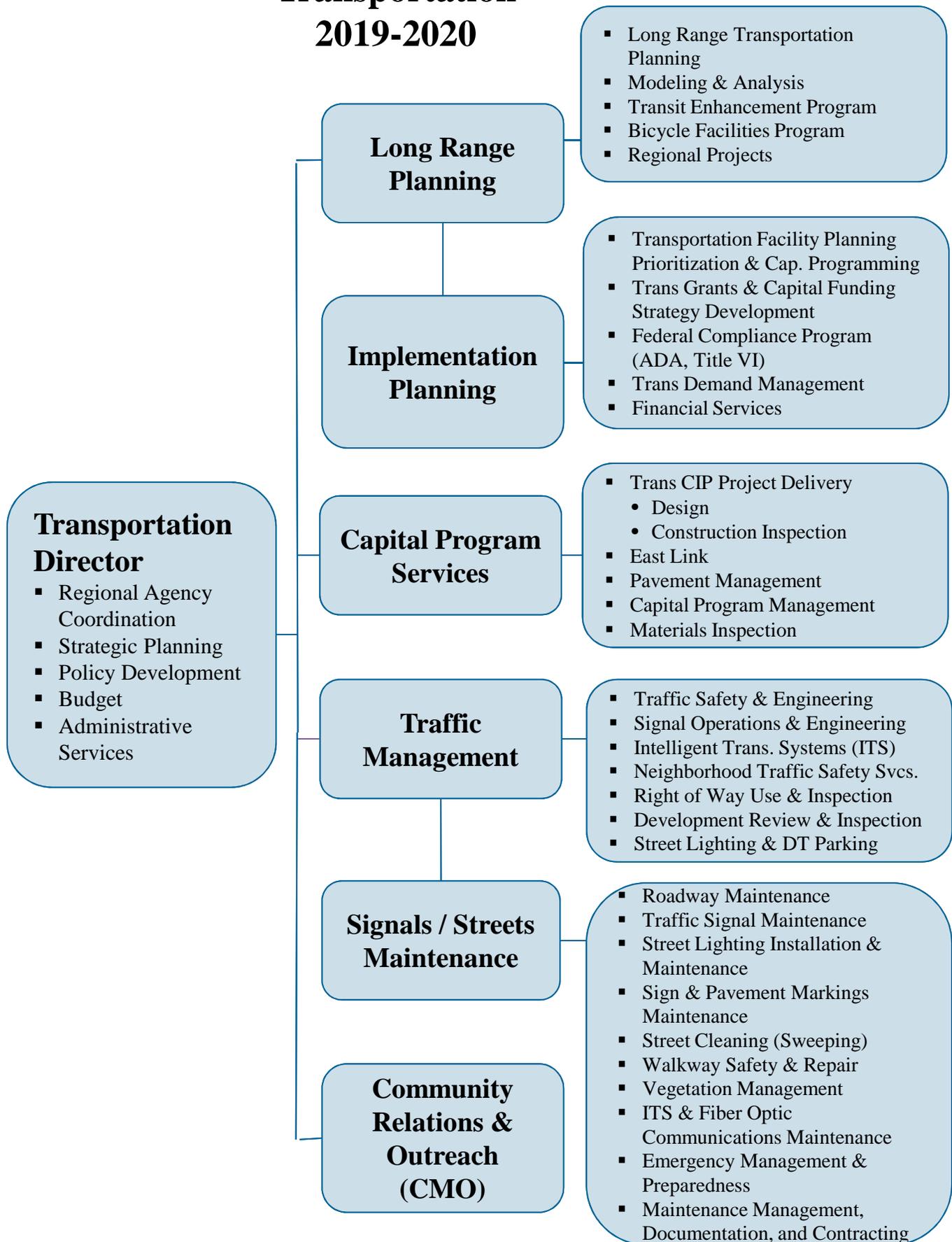
Rank	Proposal Title	Proposal Number
Responsive Government		
00	Homelessness Outreach and Response	120.21NA
Safe Community		
00	Four New Police Support Officers	120.22DA
02	Patrol	120.01NA
08	Traffic Enforcement and Investigation	120.06NA
09	Investigations	120.02NA
10	Special Operations Group	120.04NA
11	Domestic Violence Prevention and Response	120.03NA
15	Civilian Court Liaison Officer	120.11DA
15	Courts and Custody Unit	120.11PA
16	Community Response Team	120.16NA
16	Civilian Crime Prevention Officer	120.20DA
16	Community Services Unit	120.20PA
22	Civilian Public Information Officer	120.13DA
22	Management and Support	120.13PA
24	Property and Evidence	120.08NA
25	Police Records	120.09NA
28	Personnel Services Unit	120.10NA
29	Office of Accountability	120.12NA
30	Special Details: SWAT/CRT; Bomb Squad; CDU; Honor Guard	120.17NA
31	Traffic Flagging	120.07NA

Note: While many proposals represent cross-departmental efforts, proposals are listed by sponsoring departments only.



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Transportation 2019-2020





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Activities

- ◆ Long Range & Implementation Planning
- ◆ Capital Program Services
- ◆ Traffic Management
- ◆ Signals & Streets Maintenance
- ◆ Regional Projects



First city in Washington State to successfully implement an adaptive traffic signal system, reducing congestion, travel time, and energy.

1,091 lane miles of pavement maintained

760 metric tons of carbon emissions avoided annually with LED lamps in nearly half of the city's street lights.

129 miles of bicycle facilities (2017)

Transportation Department — Mission

- ◆ Provide a safe and efficient transportation system that supports livable neighborhoods and a vital economy in partnership with our diverse community.

2019-2020 Objectives

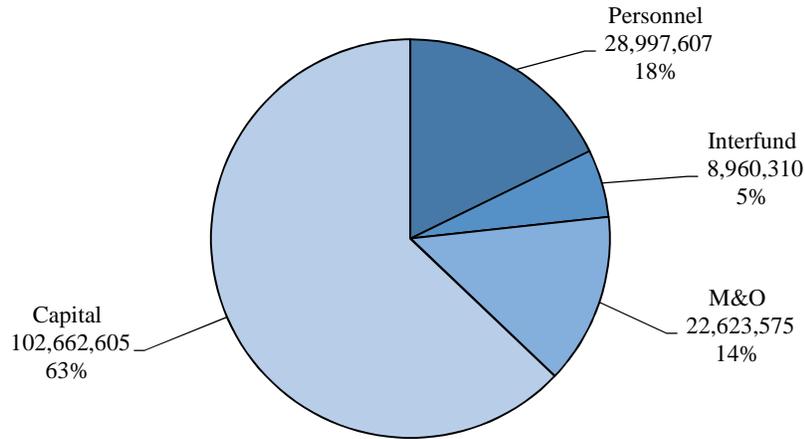
- ◆ Implement an activity based modeling platform that more fully incorporates non-motorized travel modes and mixed-use development.
- ◆ Implement innovative, lower-cost solutions to transportation safety concerns in the neighborhoods.
- ◆ Continue to partner with Sound Transit to deliver East Link light rail and BelRed Operations and Maintenance Facility.
- ◆ Implement the Council adopted Capital Investment Program (CIP) Plan.
- ◆ Plan and implement elements of the new Smart Mobility Plan to support the city's "Smart City" goals.
- ◆ Advance even more Neighborhood Safety, Connectivity, and Congestion Levy projects from planning/design to construction/completion.
- ◆ Finalize and begin implementing a Vision Zero Action Plan to advance the goal of eliminating traffic fatalities and serious injuries on city streets by 2030.

2017-2018 Accomplishments

- ◆ Completed the Pedestrian Bicycle Implementation Initiative and began implementing the Bicycle Rapid Implementation package of projects, including the 108th Ave NE Downtown Demonstration bikeway.
- ◆ Partnered with Sound Transit to progress the East Link project and related city projects.
- ◆ Completed the SCATS traffic adaptive signal upgrade project.
- ◆ Completed a major LED street light conversion project of PSE owned lights, saving energy and city operating costs. Installed a pilot street light control system for city owned lights and implemented an energy-efficiency dimming program.
- ◆ Completed several major projects including 120th Avenue NE from NE 7th to NE 12th Streets and from NE 12th Street to Spring Boulevard; SR 520 Interim Trail Connection—Northup Way; Spring Boulevard Zone 1B. Furthered design on Bellevue Way HOV, Newport Way Sidewalk, West Lake Sammamish Parkway Phase 2 and TIFIA-funded projects.
- ◆ Began implementing multiple levy-funded neighborhood projects.
- ◆ Updated the city's ITS Master Plan into a Smart Mobility Plan and led a coalition of public and private partners culminating in a USDOT grant proposal for a flexible, electric, and ultimately autonomous commutepool program.
- ◆ Received the USDOT's Mayor's Challenge Award for the data collection element of the Pedestrian and Bicycle Implementation Initiative.
- ◆ Developed options for Long Range financing of the CIP including submittal for a TIFIA loan for major transportation infrastructure improvements and a ballot measure (approved by voters Nov 2016), in support of transportation safety, connectivity, and congestion reduction.

Transportation

2019 - 2020 Budget Expenditure by Category



	2019 Prelim	2020 Prelim	2019-2020
Personnel	14,104,011	14,893,596	28,997,607
Interfund	5,762,169	3,198,141	8,960,310
M&O	10,852,278	11,771,297	22,623,575
Capital	52,256,233	50,406,372	102,662,605
Total Expenditures	82,974,691	80,269,406	163,244,097
Reserves ¹	1,829,460	1,852,912	1,852,912
Total Budget	84,804,151	82,122,318	165,097,009

Staffing Summary

	2017 Actuals	2018 Amended	2019 Prelim	2020 Prelim
FTE	140.45	142.20	143.45	143.45

Budget Summary by Fund excluding Reserves

	2017 Actuals	2018 Amended	2019 Prelim	2020 Prelim
General Fund	32,077,263	33,320,039	27,858,026	29,597,479
Operating Grants & Donations	352,503	420,813	251,855	212,304
LID Control Fund	19,251	17,501	63,000	7,500
Land Purchase Revolving Fund	19,993	14,145	2,504,337	4,512
General CIP	50,849,480	41,405,775	52,297,473	50,447,611
Total Budget	83,318,490	75,178,273	82,974,691	80,269,406
Reserves ¹		693,142	1,829,460	1,852,912

¹ Reserves: Reserves are not included in the pie chart above. 2017 Actuals do not include reserves at the department level.

The 2019-2020 biennial budget calculation includes only the second year of reserves (ie 2020) to avoid double-counting of expenditure authority.

The figures above include double budgeting (internal transfers between City funds)

The 2018 Amended Budget includes Mid-Biennium updates and budget appropriation changes approved to October 8, 2018.

Proposal List by Department/Outcome

Transportation

2019-2020 Budget One

Rank	Proposal Title	Proposal Number
Economic Growth and Competitiveness		
03	Franchise and Data Telecommunications Program Manager	130.500DA
03	Franchise and Data Telecommunications Program Manager	130.500PA
05	Downtown Parking Enforcement	130.17NA
Healthy and Sustainable Environment		
13	Street Cleaning (Sweeping)	130.26NA
Improved Mobility and Connectivity		
00	New Infrastructure Maintenance and Operations	130.502NA
01	Traffic Signal Maintenance	130.31NA
02	Signal Operations and Engineering	130.24NA
03	Transportation System Maintenance (Non-Electric)	130.22NA
04	East Link Overall	130.07DA
05	Transportation CIP Delivery Support	130.33NA
06	Smart Mobility (Intelligent Transportation Systems ITS)	130.11NA
07	Modeling and Analysis Core Functions	130.14NA
08	Pavement Management	130.85DA
09	Transportation Implementation Strategies	130.36NA
10	Long-Range Transportation Planning	130.13NA
11	Department Management and Administration	130.04NA
12	Traffic Safety and Engineering	130.30NA
13	Emergency Management/Preparedness for the Transportation System	130.35NA
14	Transportation Drainage Billing	130.06NA
Safe Community		
18	Street Lighting Maintenance – LTE Request	130.27DA
18	Street Lighting Maintenance	130.27PA
CIP		
PW-R-187	Traffic Signals and Controllers and Temporary Bus Stop	130.01NA
PW-R-188	Franchise Utility Relocation	130.02NA
PW-R-184	Bellevue Way SE HOV Lane - 112th Avenue SE 'Y' to I-90	130.03NA
PW-R-185	Newport Way Improvements - Somerset Boulevard to 150th Avenue	130.105NA
PW-R-182	Downtown Transportation Plan/Exceptional Light Rail Station Access	130.108NA
PW-R-177	Eastgate Subarea Plan Implementation	130.10NA
PW-R-191	124th Avenue NE/Ichigo Way (NE 18th Street) to Northup Way	130.110NA
PW-R-192	124th Avenue NE at SR 520	130.111NA
PW-R-193	BelRed Corridor Local Street Network	130.113NA
PW-R-194	West Lake Sammamish Parkway Phase 3	130.117NA

Note: While many proposals represent cross-departmental efforts, proposals are listed by sponsoring departments only.

Proposal List by Department/Outcome

Transportation

2019-2020 Budget One

Rank	Proposal Title	Proposal Number
PW-R-190	124th Avenue NE – NE 8th to NE 12th Streets	130.120NA
PW-R-198	Neighborhood Congestion Management (Levy)	130.124NA
PW-R-199	Neighborhood Safety and Connectivity (Levy)	130.125NA
PW-W/B-83	Mountains to Sound Greenway Trail – I-405 to 132nd Avenue SE	130.126NA
PW-R-200	Neighborhood Congestion Management Project Implementation	130.127NA
PW-W/B-New	SE 34th Street/162nd Place SE to West Lake Sammamish Parkway	130.128NA
PW-M-New1	Transportation System Stormwater Quality Retrofit	130.129NA
PW-M-New2	Transportation Green Infrastructure Renovation and Innovation Program	130.130NA
PW-R-201	Bellevue College Connection	130.131NA
PW-R-New3	150th Avenue SE at SE 37th Street	130.132NA
PW-M-New4	Larsen Lake Wetland Mitigation Bank	130.133NA
PW-R-202	150th Avenue SE at SE Newport Way	130.134NA
PW-W/B-78	Mountains to Sound Greenway Trail Design	130.16NA
PW-R-168	120th Avenue NE (Stage 3) NE 12th to NE 16th Streets	130.20NA
PW-R-181	East Link MOU Commitments	130.21NA
PW-R-174	NE Spring Boulevard - 130th to 132nd Avenues NE	130.42NA
PW-R-183	West Lake Sammamish Parkway, Phase 2	130.44NA
PW-R-169	124th Avenue NE - NE 12th Street to NE Spring Boulevard	130.45NA
PW-R-170	130th Avenue NE - Bel-Red Road to NE 20th Street	130.46NA
PW-R-173	NE Spring Boulevard (Zone2) - 120th to 124th Avenues North	130.47NA
PW-R-172	NE Spring Blvd (Zone 1) - 116th to 120th Avenues NE	130.48NA
PW-R-164	120th Avenue NE Stage 2 - NE 700 Block to NE 12th Street	130.53NA
PW-R-166	124th Ave NE - Spring Blvd to Ichigo Way (NE 18th)	130.54NA
PW-R-189	Transit-Oriented Development (TOD), Station Area, and Land Use Plannin	130.56NA
PW-R-159	East Link Analysis and Development	130.56PA
PW-W/B-76	Neighborhood Sidewalks	130.57NA
PW-R-162	NE 6th Street Extension	130.61NA
PW-W/B-81	108th/112th Avenues NE – North City Limit to NE 12th St	130.68NA
PW-R-146	Northrup Way Corridor Improvements	130.76NA
PW-R-46	Traffic Safety Improvements	130.78NA
PW-R-82	Public Works Trust Fund Loan - Principal	130.79PA
PW-R-83	Public Works Trust Fund Loan - Interest	130.80DA
PW-R-156	ITS Master Plan Implementation Program	130.82NA
PW-W/B-49	Pedestrian Facilities Compliance Program	130.83NA
PW-W/B-56	Pedestrian and Bicycle Access and Connections	130.84NA
PW-M-1	Overlay Program	130.85PA
PW-M-20	Minor Capital - Signals and Lighting	130.86NA

Note: While many proposals represent cross-departmental efforts, proposals are listed by sponsoring departments only.

Proposal List by Department/Outcome

Transportation

2019-2020 Budget One

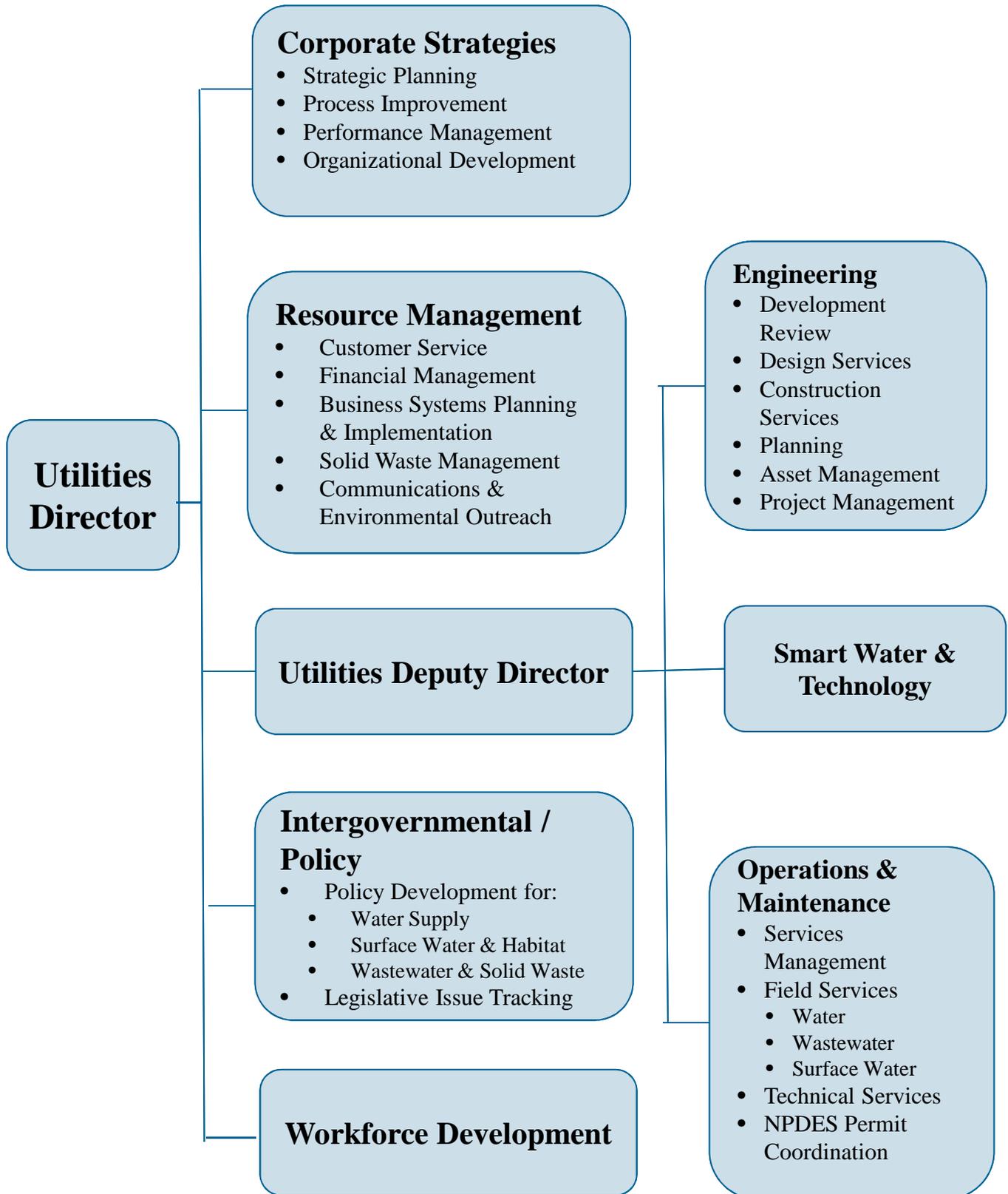
<u>Rank</u>	<u>Proposal Title</u>	<u>Proposal Number</u>
PW-M-15	Wetland Monitoring	130.88NA
PW-M-19	Major Maintenance Program	130.89NA
PW-M-2	Minor Capital - Traffic Operations	130.90NA
PW-M-7	Neighborhood Traffic Safety Program	130.98NA
PW-R-186	120th Avenue NE Stage 4, NE 16th Street to Northup Way	130.99NA

Note: While many proposals represent cross-departmental efforts, proposals are listed by sponsoring departments only.



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Utilities Department 2019-2020





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Activities

- ◆ Water
- ◆ Sewer
- ◆ Storm and Surface Water
- ◆ Solid Waste



- ◆ Utility services are critical to human health and safety.
- ◆ The Utilities Department provides sustainable, high quality Utility services to over 40,000 customers.
- ◆ Nationally accredited agency, meeting highest industry standard practices.
- ◆ 87% customers satisfied with our services.
- ◆ Major challenge: aging infrastructure.

Utilities — Mission

Deliver high quality, reliable drinking water, wastewater, storm and surface water, and solid waste services in a manner that is environmentally responsible and cost-competitive.

2019-2020 Objectives

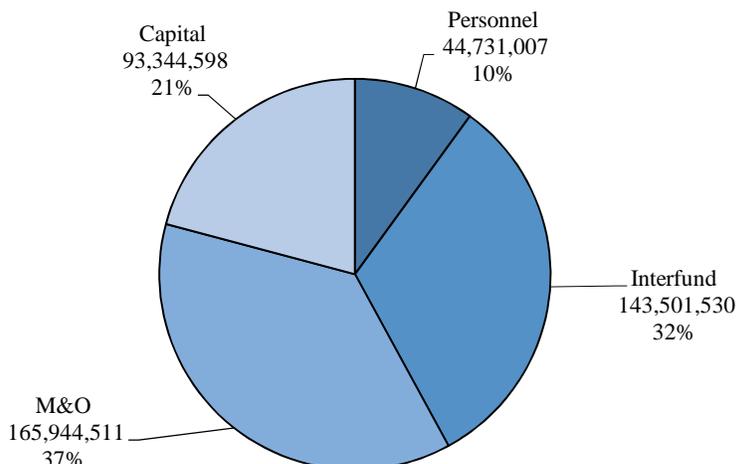
- ◆ Continue to provide high quality, essential utility services to customers.
- ◆ Invest \$97.6 million in the Capital Improvement Program including water, wastewater and stormwater infrastructure projects.
- ◆ Implement Advanced Metering Infrastructure (AMI).
- ◆ Fund land acquisition for operations and maintenance facility.
- ◆ Initiate or continue engineering planning efforts for the following critical infrastructure studies: (1) Water System Seismic Vulnerability Assessment, (2) Emergency Water Supply Master Plan, (3) Sewer Lakeline Study, (4) Infiltration & Inflow Program.
- ◆ Continue implementation of the Utilities Information Technology Strategic Plan.
- ◆ Improve asset management practices by increasing the stormwater video inspection program from 7 miles to 20 miles per year.
- ◆ Complete cost-of-service studies for the sewer and stormwater utilities.

2017-2018 Accomplishments

- ◆ Invested \$60.3 million in capital project improvements to maintain the long-term integrity of utility infrastructure.
- ◆ Conducted Advanced Metering Infrastructure (AMI) Request For Proposal, evaluating proposals from vendors, and negotiating the contract with the selected vendor.
- ◆ Initiated two planning studies to improve water system resiliency: (1) Water System Seismic Vulnerability Assessment, (2) Emergency Water Supply Master Plan.
- ◆ Completed the operations and maintenance facilities plan that assessed the current maintenance and operation facility needs and identified recommendations/improvements.
- ◆ Evaluated the Utility Rate Relief Program and identified opportunities for program efficiencies and improvements.
- ◆ Implemented and updated the Utilities Information Technology Strategic Plan.
- ◆ Improved asset management practices by building new life-cycle cost analysis tools to optimize the timing of replacement for water, sewer, and stormwater pipelines.
- ◆ Initiated cost of service studies for the sewer and storm & surface water utilities.
- ◆ Initiated several Process Improvement Initiatives.

Utilities

2019 - 2020 Budget Expenditure by Category



	2019 Prelim	2020 Prelim	2019-2020
Personnel	21,821,002	22,910,005	44,731,007
Interfund	84,229,020	59,272,510	143,501,530
M&O	82,597,446	83,347,065	165,944,511
Capital	62,962,886	30,381,712	93,344,598
Total Expenditures	251,610,354	195,911,292	447,521,646
Reserves ¹	191,499,066	212,219,235	212,219,235
Total Budget	443,109,420	408,130,527	659,740,881

Staffing Summary

	2017 Actuals	2018 Amended	2019 Prelim	2020 Prelim
FTE	173.75	173.75	174.00	174.00

Budget Summary by Fund excluding Reserves

	2017 Actuals	2018 Amended	2019 Prelim	2020 Prelim
Solid Waste Fund	1,115,049	1,178,781	1,218,346	1,259,097
Storm & Surface Water Utility Fund	22,880,456	25,277,186	26,382,017	27,634,995
Water Utility Fund	61,848,865	58,247,145	64,119,859	66,780,994
Sewer Utility Fund	60,772,347	62,052,539	64,473,290	64,473,643
Operating Grants & Donations	5,412	-	-	-
Utilities CIP	27,779,071	45,909,167	95,416,842	35,762,563
Total Budget	174,401,200	192,664,818	251,610,354	195,911,292
Reserves ¹		191,728,818	191,499,066	212,219,235

¹ Reserves: Reserves are not included in the pie chart above. 2017 Actuals do not include reserves at the department level.

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The figures above include double budgeting (internal transfers between City funds)

The 2018 Amended Budget includes Mid-Biennium updates and budget appropriation changes approved to October 8, 2018.

Proposal List by Department/Outcome

Utilities

2019-2020 Budget One

Rank	Proposal Title	Proposal Number
Healthy and Sustainable Environment		
00	Replacement of Aging Water Infrastructure	140.02NA
00	Replacement of Aging Sewer Infrastructure	140.03NA
00	Replacement of Aging Storm Infrastructure	140.04NA
00	Utility Capacity for Growth	140.05NA
00	Environmental Preservation	140.08NA
00	East Link Utility Relocations	140.65DA
00	Advanced Metering Infrastructure Implementation	140.69DA
01	Water Mains and Service Lines Repair Program	140.13NA
02	Coal Creek Utility District Reservoir Coating	140.15DA
02	Water Pump Station, Reservoir and PRV Maintenance Program	140.15PA
03	Water Quality Regulatory Compliance and Monitoring Programs	140.26PA
05	Solid Waste Management, Waste Prevention, and Recycling	140.30NA
06	Utilities Water Supply Purchase and Sewage Disposal	140.61NA
07	Utilities Telemetry and Security Systems	140.25NA
08	Utilities Customer Service and Billing Personnel Request	140.33DA
08	Utilities Customer Service and Billing	140.33PA
09	Water Distribution System Preventive Maintenance Program	140.14NA
10	Sewer Pump Station Maintenance, Operations and Repair Program	140.21NA
11	Sewer Mains, Laterals and Manhole Repair Program	140.18NA
12	Capital Project Delivery	140.01NA
14	Storm and Surface Water Repair and Installation Program	140.22NA
15	Utility Locates Program	140.44NA
16	Utility Asset Management Program	140.11NA
17	Sewer Mainline Preventive Maintenance Program	140.20NA
18	Water Service Installation and Upgrade Program	140.17NA
19	Utility Water Meter Reading	140.45DA
20	Storm & Surface Water Preventive Maintenance Program	140.24NA
21	Utility Planning and Systems Analysis	140.63NA
23	Utilities Department Management and Support	140.42NA
24	Utility Taxes and Franchise Fees	140.34NA
25	Sewer Condition Assessment Program	140.19NA
26	Cascade Regional Capital Facility Charges	140.37NA
27	Fiscal Management	140.49NA
28	Storm and Surface Water Pollution Prevention	140.31DA
29	Utilities Computer and Systems Support	140.60NA
31	Water Systems and Conservation	140.32NA

Note: While many proposals represent cross-departmental efforts, proposals are listed by sponsoring departments only.

Proposal List by Department/Outcome

Utilities

2019-2020 Budget One

Rank	Proposal Title	Proposal Number
32	Expanded Storm and Surface Water Condition Assessment Program	140.23DA
32	Storm and Surface Water Infrastructure Condition Assessment	140.23PA
33	Water Meter Repair and Replacement Program	140.16NA
34	Private Utility Systems Maintenance Programs	140.27DA
Quality Neighborhoods/Innovative Vibrant and Caring Community		
16	Utilities Rate Relief Program	140.29NA
Safe Community		
32	Fire Flow Capacity for City of Bellevue	140.59NA
CIP		
W-109	Replacement of Aging Water Infrastructure	140.101MP
W-110	Replacement of Aging Water Infrastructure	140.102MP
W-16	Replacement of Aging Water Infrastructure	140.103MP
W-67	Replacement of Aging Water Infrastructure	140.104MP
W-69	Replacement of Aging Water Infrastructure	140.105MP
W-82	Replacement of Aging Water Infrastructure	140.106MP
W-85	Replacement of Aging Water Infrastructure	140.107MP
W-91	Replacement of Aging Water Infrastructure	140.108MP
W-98	Replacement of Aging Water Infrastructure	140.109MP
W-99	Replacement of Aging Water Infrastructure	140.110MP
S-16	Replacement of Aging Sewer Infrastructure	140.111MP
S-24	Replacement of Aging Sewer Infrastructure	140.112MP
S-32	Replacement of Aging Sewer Infrastructure	140.113MP
S-58	Replacement of Aging Sewer Infrastructure	140.114MP
S-66	Replacement of Aging Sewer Infrastructure	140.115MP
S-67	Replacement of Aging Sewer Infrastructure	140.116MP
S-68	Replacement of Aging Sewer Infrastructure	140.117MP
S-69	Replacement of Aging Sewer Infrastructure	140.118MP
D-103	Replacement of Aging Storm Infrastructure	140.119MP
D-105	Replacement of Aging Storm Infrastructure	140.120MP
D-107	Replacement of Aging Storm Infrastructure	140.121MP
D-59	Replacement of Aging Storm Infrastructure	140.122MP
D-64	Replacement of Aging Storm Infrastructure	140.123MP
S-30	Utility Capacity for Growth	140.124MP
S-52	Utility Capacity for Growth	140.125MP
S-53	Utility Capacity for Growth	140.126MP
S-55	Utility Capacity for Growth	140.127MP
S-56	Utility Capacity for Growth	140.128MP

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Proposal List by Department/Outcome

Utilities

2019-2020 Budget One

Rank	Proposal Title	Proposal Number
S-60	Utility Capacity for Growth	140.129MP
S-61	Utility Capacity for Growth	140.130MP
W-102	Utility Capacity for Growth	140.131MP
W-103	Utility Capacity for Growth	140.132MP
W-104	Utility Capacity for Growth	140.133MP
D-100	Environmental Preservation	140.134MP
D-101	Environmental Preservation	140.135MP
D-104	Environmental Preservation	140.136MP
D-104-B	Environmental Preservation	140.137MP
D-106	Environmental Preservation	140.138MP
D-109	Environmental Preservation	140.139MP
D-81	Environmental Preservation	140.140MP
D-86	Environmental Preservation	140.141MP
D-94	Environmental Preservation	140.142MP
D-95	Environmental Preservation	140.143MP
S-59	Environmental Preservation	140.144MP
D-96	Capital Reserves	140.145MP
S-96	Capital Reserves	140.146MP
W-96	Capital Reserves	140.147MP
W-105-B	Water Facilities for NE Spring Blvd Multi-Modal Corridor	140.149MP
D-108	East Link Utility Relocations	140.150MP
S-70	East Link Utility Relocations	140.152MP
W-107	East Link Utility Relocations	140.153MP
S-108	Advanced Metering Infrastructure (AMI) Implementation	140.154MP
W-111	Maintenance and Operations Facility Land Acquisition	140.155MP
S-111	Maintenance and Operations Facility Land Acquisition	140.156MP
S-71	Replacement of Aging Sewer Infrastructure	140.157MP
W-105	Water Facilities for NE Spring Blvd Multi-Modal Corridor	140.54DA
W-106	Water Facilities for NE4th St. Extension	140.55DA
S-63	Utility Facilities for 120th Ave NE Improvements Segment 2	140.56DA
W-108	Advanced Metering Infrastructure (AMI) Implementation	140.69PA
	Maintenance and Operations Facility Land Acquisition	140.70NA

Note: While many proposals represent cross-departmental efforts, proposals are listed by sponsoring departments only.



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Comprehensive Finance Management Policies

Overview

Purpose

The Comprehensive Financial Management Policies assembles all of the city's financial policies in one document. They are the tools used to ensure that the city is financially able to meet its immediate and long-term service objectives. The individual policies contained herein serve as guidelines for both the financial planning and internal financial management of the city.

The City of Bellevue is accountable to its citizens for the use of public dollars. Municipal resources must be wisely used to ensure adequate funding for the services, public facilities, and infrastructure necessary to meet the community's present and future needs. These policies safeguard the fiscal stability required to achieve the city's goals and objectives.

Objectives

In order to achieve its purpose, the Comprehensive Financial Management Policies has the following objectives for the city's fiscal performance.

- A. To guide City Council and management policy decisions that has significant fiscal impact.
- B. To set forth operating principles that minimizes the cost of government and financial risk.
- C. To employ balanced and fair revenue policies that provides adequate funding for desired programs.
- D. To maintain appropriate financial capacity for present and future needs.
- E. To promote sound financial management by providing accurate and timely information on the city's financial condition.
- F. To protect the city's credit rating and provide for adequate resources to meet the provisions of the city's debt obligations on all municipal debt.
- G. To ensure the legal use of financial resources through an effective system of internal controls.
- H. To promote cooperation and coordination with other governments and the private sector in the financing and delivery of services.

Significant Changes

The development of the biennial budget provides the opportunity to review the city's Comprehensive Financial Management Policies and make necessary adjustments due to new or revised city ordinances and policies, state laws, or recommendations made by national accreditation and/or approval authorities. No significant changes for this budget period.



Comprehensive Finance Management Policies

Overview

Outline

- I. Financial Planning Policies
 - A. General Fund
 - B. Utility Funds
 - C. Parks Enterprise Fund
 - D. Development Services Fund
 - E. Resource/Expenditure Estimating
- II. General Budget Policies
 - A. Resources Greater than Budget Estimates
 - B. Budget Preparation
 - C. Public Hearings
 - D. Overhead and Full Cost Allocation
 - E. Examination of Existing Base Budget
 - F. Services to Keep Pace with Needs of Community
 - G. Maintenance of Quality Service Programs
 - H. Maintenance of Existing Services vs. Additional or Enhanced Service Needs
 - I. Budget Monitoring
 - J. Performance Budgeting
 - K. Interfund Charges Based on Full Cost
 - L. Outcome Based Budget Presentation Format
 - M. Distinguished Budget Presentation
- III. Utility & Other Fund Budget Policies
 - A. Utilities Department Financial Policies
 - B. Building Permit Revenues and Expenditures
 - C. Parks Enterprise Revenues and Expenditures
- IV. State-Mandated Budget Requirements
 - A. Key Requirements
 - B. Fund Types
- V. Budget Development Process
- VI. Budget Adjustment & Amendment Processes
 - A. Adjustment
 - B. Amendment
- VII. Agenda Memorandum Review
- VIII. Revenue Policies
 - A. Mix of Revenues
 - B. Taxes Should Be Selected for Balance, Applicability, and Probable Economic Impact
 - C. Property Tax Revenues for Park Maintenance
 - D. Charges for Services
 - E. Backup Convention Center Financing



Comprehensive Finance Management Policies

Overview

- IX. Operating Policies
 - A. Expenditures should be Within Current Resource Projections
 - B. Unrestricted Revenues Should Remain Unrestricted
 - C. Continual Improvement of Service Delivery
 - D. Cash Management
 - E. Cash Reserves
 - F. Fund Balances
 - G. Fixed Asset Inventories
 - H. Allocation of Overhead Costs
 - I. Utility Debt Coverage Ratio Target
- X. Fund Description & Reserve Policies
 - A. Fund Descriptions
 - B. Reserve Policies
- XI. Capital Investment Program Plan Policies
 - A. Relationship of Long-Range Plans to the CIP Plan
 - B. Establishing CIP Priorities
 - C. Types of Projects Included in the CIP Plan
 - D. Scoping and Costing Based on Predesign Study
 - E. Required Project Features and Financial Responsibility
 - F. Predictability of Project Timing, Cost, and Scope
 - G. Local Improvement Districts (LID)
 - H. Non-Utility CIP Maintenance and Operating (M&O) Costs
 - I. Preserve Existing Capital Infrastructure Before Building New Facilities
 - J. New Facilities Should be of High Quality, Low Maintenance, Least Cost
 - K. Public Input for Capital Projects
 - L. Basis for Project Appropriations
 - M. Balanced CIP Plan
 - N. Use of Debt in the CIP
 - O. Finance Director's Authority to Borrow
 - P. CIP Plan Update and Amendment
 - Q. Formalization of Monetary Agreements
 - R. Projected Grant Revenues
 - S. Projected Revenues from Future Land Sales
 - T. Land Sale Remnants
 - U. Applicable Project Charges
- XII. Intergovernmental Revenues
 - A. Grants Should Not Fund Ongoing Services
 - B. Grant Agreements Reviewed for Compliance with Regulations
 - C. Budgeting for Grant Expenditures
 - D. Protecting the City's Interests



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I. Financial Planning Policies

The city shall develop and maintain a six-year Financial Forecast that estimates resource and expenditure behavior for the two bienniums beyond the current budget period. This Forecast will provide the city’s decision-makers with an indication of the long-term fiscal impact of current policies and budget decisions. This planning tool must recognize the effects of economic cycles on the demand for services and the city's resources. To this end, the Forecast should differentiate between revenue associated with one-time economic activities and revenues derived as a result of base economic growth. City financial planning should ensure the delivery of needed services (many of which become more critical during economic downturns) by assuring adequate reliance on ongoing resources in order to support continued city services during economic downturns.

The city is a major force in a complex regional economic system. The city must understand and anticipate changes in both regional and national economic trends in order to engage in strategic financial and management planning.

A. General Fund:

1. The Finance Department will prepare and maintain a Financial Forecast for General Fund operations based on current service levels and current funding sources. This forecast will include the upcoming biennium as well as the two bienniums beyond the current period (a total of six forecast years). This future-oriented look will provide insight into whether the current mix and level of resources are likely to continue to be sufficient to cover current service levels. The forecast also allows staff and City Council to test various “what-if” scenarios and examine the fiscal impact on future bienniums.
2. The city will constantly test both its planning methodology and use of planning tools in order to provide information that is timely, accurate, and widely disseminated to users throughout the city.
3. Departments will forecast and monitor their respective revenues and expenditures with assistance from the Finance Department. The Finance Department will assist departments in developing appropriate systems for such monitoring and will retain overall fiscal oversight responsibility for the General Fund.
4. The Financial Forecast is updated at least two times each year. Any unexpected changes in economic conditions or other circumstances may prompt more frequent updates. Any significant changes are reported to the Leadership Team, City Manager, and Council.

B. Utility Funds:

1. Financial forecasting will be done for the three Utility Funds in a manner similar to the General Fund. The purpose of these forecasts will be to allow the City Council and citizens to evaluate the longer-term financial needs of these programs.



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2. The forecasts should rely on the same basic economic assumptions as the General Fund Forecast. These forecasts will also identify other assumptions used in their preparation and the risks associated with them.
 3. The forecasts must identify how they will impact rate structures.
- C. Parks Enterprise Fund:
1. Financial forecasting will be done for the Parks Enterprise Fund in a manner similar to the General Fund. The purpose of this forecast will be to allow the City Council and citizens to evaluate the longer-term financial needs of the funds' programs.
 2. The forecasts should rely on the same basic economic assumptions as the General Fund Forecast. This forecast will also identify other assumptions used and the risks associated with them.
- D. Development Services Fund:
1. Financial forecasting will be done for the Development Services Fund in a manner similar to the General Fund. The purpose of this forecast will be to allow the City Council and citizens to evaluate the longer-term financial needs of the funds' programs.
 2. The forecasts should rely on the same basic economic assumptions as the General Fund Forecast. This forecast will also identify other assumptions used and the risks associated with them.
- E. Resource/Expenditure Estimating: The financial planning and subsequent budgeting for all funds will be based on the following principles:
1. Resource and expenditure estimates should be prepared on a realistic basis with a target of ± 2 percent variance from the estimate for resources and ± 1 percent variance for expenditures.
 2. Expenditure estimates should anticipate contingencies that are reasonably predictable.

II. General Budget Policies

- A. Resources Greater than Budget Estimates: Resources (fund balance) greater than budget estimates in any internal service fund shall be refunded to the contributing funds unless circumstances warrant retaining such monies for future expenditure in the current fund.
- B. Budget Preparation: Department directors have primary responsibility for formulating budget proposals in line with City Council, Leadership Team, and City Manager priority direction, and for implementing them once they are approved.

The Finance Department is responsible for coordinating the overall preparation and administration of the city's biennial budget and Capital Investment Program Plan. This function is fulfilled in compliance with applicable State of Washington statutes governing local government budgeting practices.

The Finance Department assists department staff in identifying budget problems,



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- formulating solutions and alternatives, and implementing any necessary corrective actions.
- C. **Public Hearings:** The City Council will hold three public hearings on the budget. The first two will be held sufficiently early in the budget process to allow citizens to influence budget decisions and to allow the council to indicate special priorities before city staff develops a preliminary budget recommendation. The third and final public hearing will be held shortly after the preliminary budget's initial presentation to the council and before the council's final budget deliberations. The final public hearing will be held prior to the time the council fixes the annual Property Tax levy. If deemed necessary, additional public hearings may be conducted.
 - D. **Overhead and Full Cost Allocation:** Department budgets should be prepared in a manner to reflect the full cost of providing services.
 - E. **Examination of Existing Base Budget:** During each biennial budget development process, the existing base budget will be thoroughly examined to assure removal or reduction of any services that could be eliminated or reduced in cost.
 - F. **Services to Keep Pace With Needs of Community:** The city will strive to ensure that City service priorities keep pace with the dynamic needs of the community by incorporating a service needs review as part of the budget process.
 - G. **Maintenance of Quality Service Programs:** Quality service programs will be offered by the City of Bellevue. If expenditure reductions are necessary, service elimination is preferable to poor or marginal quality programs.
 - H. **Maintenance of Existing Services vs. Additional or Enhanced Service Needs:** Significant annual resource allocations needed to maintain existing service quality will compete directly with investment proposals during the budget evaluation process.
 - I. **Budget Monitoring:** The Finance Department will maintain a system for monitoring the city's budget performance. This system will provide the City Council with quarterly presentations to the council regarding fund level resource collections and department level expenditures. Included will be provisions for amending the budget during the year in order to address unanticipated needs, emergencies, or compliance with State of Washington budgetary statutes. Budget amendments requiring City Council approval will occur through a process coordinated by the Finance Department. Significant financial issues that need to be addressed between regular monitoring reports will be provided to the council as warranted.
 - J. **Performance Budgeting:** Performance measures will be utilized and reported in department budgets. The city will prepare trends, comparisons to other cities, and other financial management tools to monitor and improve service delivery in city programs.
 - K. **Interfund Charges Based on Full Cost:** Interfund charges will be based on recovery of the full costs associated with providing those services. Internal Service Agreements shall be established between vendor and client departments reflecting full cost recovery unless special circumstances exist. Any disputes will be brought to the City Manager or Deputy City Manager for resolution after thorough evaluation by the Finance Department.



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- L. Outcome Based Budget Presentation Format: The focus of the city's biennial budget presentation is directed at displaying the city's services plan in Outcome areas to reflect the values of our community and important community-wide priorities recognized by the council.
- M. Distinguished Budget Presentation: The city will seek to obtain the Government Finance Officers Association Distinguished Budget Presentation Award for each biennial budget. The Budget will be presented in a way that clearly communicates the budget to members of the public.

III. Utility & Other Fund Budget Policies

- A. Utilities Department Financial Policies: The Utilities Department Financial Policies, including Solid Waste Reserves policies, were adopted in December 2017, with revisions in September 2018.
- B. Building Permit Revenues and Expenditures: Revenues derived from building permit fees shall be designated for the exclusive support of the development activities in the Development Services Fund. This fund will provide permit processing and compliance inspection services. Building permit fees shall include an overhead rate component to recover its share of general overhead costs, as well as department overhead from those departments directly involved in permit processing activities.
- C. Parks Enterprise Revenues and Expenditures: Revenues derived from golf and certain culture and recreation fees shall be designated for the exclusive support of activities in the Parks Enterprise Fund. This fund will maintain and operate the golf course, tennis center, and Robinswood House, administer adult athletic programs, pay approved maintenance services and overhead charges to the General Fund, and fund golf course improvements in the Capital Investment Program Fund. The Parks Enterprise Fund may also charge the General Fund for a portion of their programs that are offered with a "fee subsidy". This charge is designed to allow youth and special populations access to programs at less than full cost, to encourage participation.

IV. State-Mandated Budget Requirements

Washington State law (RCW 35A.34) specifies requirements that must be followed in budgeting each of the city's funds. The following summarizes the key areas covered in Washington State law:

- A. Key Requirements:
 - 1. The timing, process, and responsibility for each step.
 - 2. A standard account classification system prescribed by the State Auditor.
 - 3. Preparation and filing of a preliminary budget by the chief administrative officer.
 - 4. A "budget message" from the chief administrative officer explaining the content, financial policies, and major proposed changes.
 - 5. A public hearing on the proposed preliminary budget conducted before adoption



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of a final budget, which shall be held on or before the first Monday in December.

6. Procedures for handling special situations such as mid-biennium emergencies.
 7. Limitations on the expenditure of city funds and procedures for amending the budget.
 8. Quarterly or more frequent reporting to the city's legislative authority on the revenue and expenditure status of each fund.
 9. Budgeting of non-operating/special purpose funds on a different basis from operating budget funds.
- B. Fund Types: The city budgets all funds in accordance with the Optional Municipal Code, Section 35A.34 of the Revised Code of Washington. In accordance with state law, the city prepares its biennial budget on an estimated cash receipts and disbursements basis and by a process that conforms to the stated timing requirements. The only exceptions are the following special purpose funds: special assessment (e.g., Local Improvement District (LID) Bond Fund) and custodial agency funds (e.g., Firemen's Pension Fund), where the city acts in a custodial capacity as the bookkeeper for monies belonging to others. The city maintains three primary types of funds: operating, capital project and other special purpose funds.
1. Operating funds finance the continuous, traditional service delivery functions of a municipality in Washington State. Expenditure authority (appropriations) for each of these funds lapses at the end of each biennium, and a new budget must be adopted by the City Council.
 2. Capital project funds include the General and Utility Capital Investment Program Funds which provide for the city's seven-year capital funding. Capital project fund budgets do not lapse at the end of the biennium, but are carried forward until the monies are fully expended or their objectives are accomplished or abandoned (RCW 35A.34.270).
 3. Special purpose funds are distinguished from operating/budgetary funds by their limited objectives and/or finite life spans. Special purpose fund budgets do not lapse at the end of the biennium but are carried forward until the monies are fully expended or their objectives are accomplished or abandoned (RCW 35A.34.270). Examples of special purpose funds are the Operating Grants, Donations and Special Reserves Fund, and the Housing Funds.

As required by state law, the 2019-2020 Budget reflects balanced expenditure and revenue estimates for each of the city's funds. Although revenue estimates are made only at the fund level, expenditure budgets are prepared at the department and division level for the purpose of administrative control.

V. Budget Development Process

The Finance Department is responsible for coordinating the overall preparation of the city's budgets. To accomplish this, staff issues budget instructions, conducts budget preparation



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training sessions, and communicates regularly with department staff. Their guidance provides the overall "rules of the game" within which the more detailed budget instructions and coordinating efforts are developed.

The following are the major provisions for a biennial budget in accordance with Section 35A.34 of the Revised Code of Washington.

Major Steps in Budget Preparation	State Law Time Limitations
1. Request by clerk to all department heads and those in charge of municipal offices to prepare detailed estimates of revenues and expenditures for the next biennium.	By second Monday in September.
2. Estimates are to be filed with the clerk.	By fourth Monday in September.
3. Estimates are presented to the city manager (CM) for modifications, revisions or additions. Clerk must submit to CM proposed preliminary budget setting forth the complete financial program, showing expenditures requested by each department and sources of revenue by which each such program is proposed to be financed.	On or before the first business day in the third month prior to beginning of the fiscal year.
4. CM provides the legislative body with current information on estimates of revenues from all sources as adopted in the budget for the current year. CM also provides the legislative body with the proposed preliminary budget setting forth the complete financial program, showing expenditures requested by each department and sources of revenue by which each such program is proposed to be financed.	No later than the first Monday in October.
5. The legislative body must hold a public hearing on revenue sources for the coming budget, including consideration of possible increases in property tax revenues. (Chapter 251, Laws of 1995, codified as RCW 84.55.120)	Before legislative body votes on property tax levy.
6. CM prepares preliminary budget and budget message and files with the legislative body and city clerk.	At least 60 days before the ensuing fiscal year.
7. Clerk publishes notice that preliminary budget has been filed and publishes notice of public hearing on final budget once a week for two consecutive weeks.	No later than the first two weeks in November.
8. Setting property tax levies	November 30
9. The legislative body, or a committee thereof, must schedule hearings on the budget or parts of the	Prior to the final hearing.



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Major Steps in Budget Preparation	State Law Time Limitations
budget and may require the presence of department heads.	
10. Copies of proposed (preliminary) budget made available to the public.	No later than six weeks before January 1.
11. Final hearing on proposed budget.	On or before first Monday of December and may be continued from day-to-day but no later than the 25 th day prior to next fiscal biennium.
12. Adoption of Budget.	Following the public hearing and prior to beginning of the ensuing fiscal biennium.
13. Copies of final budget transmitted to the State Auditor's Office.	After adoption.



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The following are key procedural steps in the city's budget development process. Note that the process and dates indicated below match the 2019-2020 process and may be changed for future processes.

1. In early February, City Council validates the seven identified community Outcomes that will frame 2019-2020 Budget, as well as the 2019-2025 Capital Investment Program (CIP) Plan.
2. In February, the council validated the Outcome areas for the upcoming budget.
3. In late March, Budget kick off starts, and City Council provides policy direction and priorities during a Workshop for the development of the operating and CIP budgets.
4. Early in the year, an operating and CIP budget survey was conducted. The survey reached a statistically valid sample of Bellevue residents and queried residents on a variety of city services, including how important and satisfied residents were with these services.
5. In April, the Budget Survey information was presented to the City Council.
6. Revenue and expenditure estimates were developed and updated by the Finance Department throughout the budget process. "Early Outlook" Financial Forecasts were prepared and presented to the council in March.
7. In April, the Request for Results (RFR) were sent to departments. Departments prepared proposals in response to the RFRs and submitted to the Budget Office.
8. The initial public hearing was held in June and a second public hearing was held in August to provide the public with ample opportunity to comment on recommended programs and/or ideas for new programs.
9. From mid-June to early August, the Leadership Team reviewed the department submissions and provided feedback.
10. In October, the City Manager made final budget decisions and directed preparation of the preliminary budget.
11. During early October, preliminary budget documents were prepared, printed, and filed with the City Clerk. This proposed budget was presented to the Council in mid-October, and copies were made available to the public immediately after the presentation.
12. Between late October and early December, the council met in a series of budget sessions to review and discuss the proposed budget.



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13. The third and final public hearing was held in November during the time the council discussed the preliminary budget. Citizens were able to comment on recommended programs and/or ideas for new programs at these public hearings.
14. In early December, the council adopted the budget by ordinance and established the budget appropriation for the next biennium.
15. The final budget is published and distributed during the first half of the following year. Copies are made available to the public and are available on the city's website.
16. Quarterly monitoring reports are prepared by the Finance Department to report on actual performance compared to budget estimates and to identify any remedial actions that may be needed.
17. As required by state law, a mid-biennium update will occur during the year following adoption of the biennial budget. This update is required by state law and allows for budget modifications and technical adjustments.
18. The budget development process described above is supplemented by information generated by the city's Financial Forecast. The forecast is a financial tool that provides the city's decision-makers with an indication of the long-term fiscal impact of current policies and budget decisions.
19. The budget process is also supplemented by information on service delivery performance and benchmarking with discussions and publication of a Comparative Cities Performance Report and an Annual Performance Report.

VI. Budget Adjustment & Amendment Processes

Under the provisions of state law and the city's operating procedures, the operating budget may be adjusted or amended in two different ways. Adjustment of the budget involves a reallocation of existing appropriations and does not change the budget "bottom line". Amendment of the budget involves an addition to or reduction of existing appropriations.

- A. Adjustment: Under the first method, departmental expenditures and requirements are monitored throughout the year. Certain departments may develop the need for additional expenditure authority to cover unanticipated costs that cannot be absorbed within the budget, while other departments will not require their full budget authorizations. The Finance Department reviews and analyzes all department and/or fund budgets to determine what adjustments are necessary and whether the adjustments can be made within existing appropriation limits. These changes are then reviewed with the affected department and/or fund managers. When an adjustment is needed, Finance staff will look first to savings within the department; and then transfers between departments. No City Council action is needed as state law allows budget adjustments to be done administratively.
- B. Amendment: Amending the city's budget occurs whenever the requested changes from department and/or fund managers will cause the existing appropriation level for the fund to change. This situation generally occurs when the City Council authorizes



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additional appropriation. This is done by an ordinance that amends the original budget and states the sources of funding for the incremental appropriations.

VII. Agenda Memorandum Review

The Finance Department will review all agenda items submitted for City Council action. The objective of these reviews will be to ensure compliance with the budget and disclosure of all fiscal issues to the council. This information will be presented in the fiscal impact section of each agenda memorandum.

VIII. Revenue Policies

The city must be sensitive to the balance between the need for services and the city's ability to raise fees, charges, and taxes to support those services.

- A. Mix of Revenues: The city should strive to maintain a diversified mix of revenues to balance the sources of revenue amongst taxpayers and to provide ongoing stability and predictability.
 - 1. Property Taxes and other stable revenues provide a reliable base of revenues during periods of economic downturn.
 - 2. The city's overall revenue structure should be designed to recapture for the city some of the financial benefits resulting from city economic and community development investments.
 - 3. The city will strive to keep a total revenue mix that encourages growth and keeps Bellevue economically competitive and a city of choice for people to live and do business.
- B. Taxes Should Be Selected for Balance, Applicability, and Probable Economic Impact: The following factors will be considered when the city's taxes are increased, decreased, extended, or changed in any way.
 - 1. Stability of the tax source over its expected life.
 - 2. Suitability for a pledge against future debt if that is part of the City Council's long-range intent for the revenue source.
 - 3. Spread the tax burden throughout the city's tax base by utilizing a broad array of the tax sources available and by investigating mitigation of inequities and hardships where appropriate (e.g., Property Tax exemptions and deferrals, and utility tax rebates for low-income elderly people). State and local legislative remedies for detrimental tax impacts should be sought where appropriate.
 - 4. Apply the tax impact information for both residential and business taxpayers against a future vision of what the tax policy decision is intended to foster.
- C. Property Tax Revenues for Park Maintenance: Revenues derived from the Property Tax Lid Lift for Park Maintenance, which Bellevue voters approved in November 2008, shall be deposited in the General Fund to pay all costs necessary to fund the maintenance and operating costs of specific park facilities.



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- D. **Charges for Services:** As much as is reasonably possible, city services that provide private benefit should be supported by fees and charges to provide maximum flexibility in use of general city taxes to meet the cost of services of broader public benefit. Charges for services that benefit specific users should recover full costs, including all direct costs, capital costs, department overhead, and citywide overhead. Departments that impose fees or service charges should prepare and periodically update cost-of-service studies for such services. A subsidy of a portion of the costs for such services may be considered when consistent with legal requirements to meet other city interests and objectives, such as remaining competitive within the region.
- E. **Backup Convention Center Financing:** In accordance with Ordinance No. 4094 (passed on 12/4/89) and Ordinance No. 4229 (passed on 3/4/91), 0.01 percent of the city's total gross receipts business and occupation taxing authority of 0.2 percent, is reserved as a backup financing mechanism for the Convention Center should additional financing beyond that contemplated in the adopted Convention Center Financing Plan become necessary. In addition, any additional increase in the city's B&O Tax (measured by gross receipts) shall first require an analysis of the status of the Convention Center Financing Plan. This information must be included in any fiscal impact notes on agenda materials presented to the City Council for the purpose of increasing the B&O Tax rate described above.

IX. Operating Policies

The city should accommodate both one-time and ongoing expenditures within current resources, establish and adequately fund reserves, regularly monitor and report on budget performance, evaluate the fiscal impact of new proposals, operate as efficiently as possible, and constantly review city services for appropriateness and effectiveness.

- A. **Expenditures should be Within Current Resource Projections:** Ongoing expenditures should be equal to or less than ongoing revenues. Each city fund budget must identify ongoing resources that at least match expected ongoing annual requirements. One-time resources and non-recurring ending fund balances will be applied to reserves or to fund one-time expenditures; they will not be used to fund ongoing programs.
- B. **Unrestricted Resources Should Remain Unrestricted:** Unless otherwise stated explicitly by the City Council, unrestricted resources will not be earmarked for specific purposes in the General Fund. This will preserve the ability of the council to determine the best use of available resources to meet changing service requirements.
- C. **Continual Improvement of Service Delivery:** The city will seek to optimize the efficiency and effectiveness of its services through Business Process Improvement (BPI) efforts, performance budgeting and measuring, and by assessing its services with comparable cities to reduce costs and improve service quality.
- D. **Cash Management:** The Finance Department will develop, maintain, and constantly seek to improve cash management systems which ensure the accurate and timely accounting, investment, and security of all cash assets. All cash received by city departments will be deposited with Finance within 24 hours of receipt.
- E. **Cash Reserves:** The city will maintain adequate cash reserves to reduce the potential need for borrowing or service reductions during periods of economic downturn,



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- natural catastrophe, or for other, one-time extraordinary expenditures. Annually, the city will target 15 percent of General Fund revenues as a General Fund ending balance, commonly known as a reserve.
- F. **Fund Balances:** Accruals and non-cash enhancements to revenues will not be made to influence fund balances at year-end or during budget discussions.
 - G. **Fixed Asset Inventories:** Accurate inventories of all physical assets (including roads infrastructure), their condition, life spans, and cost will be maintained to ensure proper stewardship of public property. The Finance Director will establish policies and appropriate procedures to manage fixed assets, including establishing the threshold dollar amount for which fixed asset records are maintained and how often physical inventories will be taken.
 - H. **Allocation of Overhead Costs:** Overhead costs will be allocated to determine the full cost of providing services. Overhead costs will be allocated according to consistent methodology developed in consultation between the Finance Department and other operating departments.
 - I. **Utility Debt Coverage Ratio Target:** The City Council adopted the following debt service coverage policy for the bonds issued by the city's Waterworks Utility on March 7, 1994 by Resolution No. 5759:

"The City Council will establish utility rates/charges and appropriations in a manner intended to achieve a debt service coverage ratio (adjusted by including city taxes as an expense item) of approximately 2.00. The City Council authorizes the Waterworks Utility to utilize this policy in development of pro forma projections which will be disseminated to the bond rating agencies and to the financial community generally."

X. Fund Description & Reserve Policies

Fund descriptions and reserve policies have been developed in a standard format for all city funds and are included in the 2019-2020 Budget Detail volume.

- A. **Fund Descriptions** include the following:
 - 1. Fund Type
 - 2. Fund Description
 - 3. Year Created
 - 4. Major Revenue Sources
 - 5. Major Expenditures
 - 6. Fund Custodian
 - 7. Reserve Policy
 - 8. Other Notes
- B. **Reserve Policies** include the following:
 - 1. **Budgeting for Reserves:** The city will maintain and justify budgeted reserves.



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2. Expenditure of Budgeted Reserves: Reserves included in the operating budget shall not be expended without the express written approval of the Finance Director.
3. Annually the city will target 15 percent of General Fund revenues as a General Fund ending balance. This balance is to protect the city's essential service programs during periods of economic downturn, which may temporarily reduce actual resources or cut the growth rate of city resources below that necessary to maintain pre-existing service levels. Additionally, the ending fund balance, commonly known as a reserve, can be used in the event of a natural catastrophe, counter cyclical basic revenue growth (Property, Sales, and B & O Taxes combined) below 5 percent for the biennium, or because of unfunded federal or state mandates.
4. The target of 15 percent of annual General Fund revenues as a General Fund reserve shall be sufficient to maintain the city's exceptional bond rating for both its unlimited and limited general obligation tax bonds.

XI. Capital Investment Program Plan Policies

A number of important policy considerations are the basis for the Capital Investment Program (CIP) Plan. These policies provide guidelines for all financial aspects of the CIP, and ultimately affect the project selection process.

- A. Relationship of Long-Range Plans to the CIP Plan: Virtually all the projects included in the CIP are based upon formal long-range plans that have been adopted by the City Council. This ensures that the city's Capital Investment Program, which is the embodiment of the recommendations of these individual planning studies, is responsive to the officially stated direction of the City Council as contained in the Comprehensive Plan and supporting documents. Examples of these supporting documents are: Transportation Facility Plans (Central Business District (CBD), Bellevue-Redmond Overlake Transportation Study (BROTS), East Bellevue Transportation Study (EBTS), Newcastle), the Parks and Open Space Plan, the Municipal Facilities Plan, the Fire Master Plan, the CBD Implementation Plan and the Comprehensive Plans of the Water, Sewer, and Storm & Surface Water Utilities. There are exceptions, but they are relatively small when compared to the other major areas of expenditure noted above. These exceptions include activities such as the Neighborhood Enhancement Program (NEP) and the Community Development Program.
- B. Establishing CIP Priorities: The city uses the following basic CIP project prioritization and selection process.
 1. Each CIP program area establishes criteria to be used in the prioritization of specific projects submitted for funding. These specific criteria are developed in conjunction with City Council priorities and input from citizens and associated city boards and commissions (if applicable).
 2. The Finance Department determines revenue projections available to the non-utility CIP in consultation with various revenue-generating departments and the



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amount of resources available for new projects for each new seven-year Plan.

3. The Budget Finance Department, CIP Review Panel and City Manager evaluate the various CIP projects and select those with the highest priority.
 4. Within the available funding, the highest priority projects are then selected and funded in the CIP.
 5. CIP program area managers recommend an expenditure plan to the Finance Department and City Manager, which includes all capital costs and any applicable maintenance and operations (M&O) and/or required short-term financing costs. Program area managers are responsible for the cost estimates of their proposed programs, including future M&O costs related to the implementation of completed projects.
 6. A Preliminary CIP Plan is recommended to the City Council by the City Manager along with the operating budget recommendations.
 7. The City Council reviews the Operating and Preliminary CIP Plan, holds a public hearing(s) to allow for citizen input, makes desired alterations, and then officially adopts the budget and establishes related appropriations as a part of the city's biennial budget process.
- C. Types of Projects Included in the CIP Plan: The CIP Plan will display, to the maximum extent possible, all major capital projects in which the city is involved. While the following criteria may be used as a general guide to distinguish which projects should be included or excluded from the CIP Plan, there are always exceptions which require management's judgment. For purposes of the CIP Plan, a CIP project is generally defined to be any project that possesses all the following characteristics:
1. Exceeds a cost of \$100,000
 2. Involves:
 - a. Totally new physical construction,
 - b. Development of a major technology system (technology system is defined as "an integrated set of hardware, software and processes working cohesively to perform a business function")
 - c. Reconstruction designed to gradually and systematically replace an existing facility or system on a piecemeal basis,
 - d. Replacement of a major component of an existing facility or technology system, or
 - e. Acquisition of land or structures; and
 3. Involves city funding in whole or in part or involves no city funds but is the city's responsibility for implementing, such as a 100 percent grant-funded project or 100 percent Local Improvement District funded project.
- Eligible costs include:



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- a. Studies/plans that determine the feasibility and/or support the preliminary design of future CIP projects,
 - b. Pre-design, design, development, right-of-way, construction, inspection, and/or testing, and
 - c. Staff and consultants to deliver the capital project.
- D. **Scoping and Costing Based on Predesign Study:** It has proven difficult to develop accurate project scopes, cost estimates, and schedules on which no preliminary engineering or community contact work has been done. To address this problem, some projects are initially proposed and funded only for preliminary engineering and planning work. This funding will not provide any monies to develop final plans, specifications, and estimates to purchase rights-of-way or to construct the projects. However, generally, an estimated amount, sufficient to cover these costs based on a rough preliminary estimate is earmarked within the program area.
- E. **Required Project Features and Financial Responsibility:** If a proposed project will cause a direct impact on other publicly-owned facilities, an equitable shared and funded cost plan must be coordinated between the affected program areas.
- F. **Predictability of Project Timing, Cost, and Scope:** The predictability of timing and costs of projects is important to specific private developments, such as the provision of street improvements or the extension of major sewer lines or water supply, without which development could not occur. These projects generally involve significant financial contributions from such private development through impact fees, developer extension agreements, LIDs, and other means. Once a project has been approved by the City Council in the CIP, project scheduling is a priority to maintain.
- G. **Local Improvement Districts (LID):** This policy limits the use of LIDs to specific instances. Examples of when future LIDs may be formed are as follows: 1) where old agreements exist committing property owners to LID participation on future projects; 2) when current development activity or very recently past development activity has exempted these projects from the assessment of Transportation Impact Fees; 3) when a group of property owners wish to accelerate development of a certain improvement; 4) when a group of property owners desire a higher standard of improvement than the city's project contemplates; or 5) when a group of property owners request city assistance in LID formation to fund internal neighborhood transportation facilities improvements, which may or may not have city funding involved. If city funding is proposed by the project sponsors (property owners), they shall so request of the City Council (through the City Clerk) in writing before any LID promotion activity begins. The City Manager shall analyze such request within 45 days and report his conclusions and recommendation to Council for their consideration. The Council shall by motion affirm or deny the recommendation. The council's affirmative motion to financially participate shall expire in 180 days unless the project sponsors have submitted a sufficient LID petition by that time.

In the event the request is for street resurfacing in advance of the city's normal street resurfacing cycle, the city's contribution shall not exceed 50 percent of all project eligible costs.



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- On capital projects whose financing depends in part on an LID, interim financing will be issued to support the LID's portion of the project budget at the same time or in close proximity to the issuance of the construction contract. The amount of the interim financing shall be the current estimate of the final assessment roll as determined by the administering department.
- If the project is 100 percent LID funded, interim financing shall be issued either in phases (i.e., design phase and construction phase) or up front in the amount of the entire estimated final assessment roll, whichever means is estimated to provide the lowest overall cost to the project as determined by the Finance Department.
- H. **Non-Utility CIP Maintenance and Operating (M&O) Costs:** Proposals for CIP project funding shall include the estimated future M&O cost, to provide full cost disclosure. Such M&O costs anticipated to be incurred in the upcoming biennium should be included in operating budget proposals for funding consideration. As of 2011, funding for existing CIP M&O is provided by a distribution of the city's Sales Tax revenue, split between 75 percent General Fund and 25 percent CIP. The dollar amount for CIP M&O is adjusted upward each year by the anticipated Consumer Price Index for all Urban Consumers (CPI-U) after first making any necessary adjustments (e.g., partial vs full-year costs) and eliminating any one-time items. The distribution amounts should be reviewed periodically by the council for reasonableness and potential adjustment.
 - I. **Preserve Existing Capital Infrastructure Before Building New Facilities:** It is the city's policy to ensure that adequate resources are allocated to preserve the city's existing infrastructure before targeting resources to build new facilities that also have operating and maintenance obligations. This policy addresses the need to protect the city's historical investment in capital facilities and to avoid embarking on a facility enhancement program, which when coupled with the existing facilities requirements, the city cannot afford to adequately maintain.
 - J. **New Facilities Should Be of High Quality, Low Maintenance, Least Cost:** This policy has guided the development and execution of the CIP Plan through an emphasis on lowest life-cycle cost. Projects should only be built if the necessary funding to operate them is provided. Also, priority is given to new facilities that have minimal ongoing maintenance costs to limit the impact upon both the CIP and the operating budget.



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- K. **Public Input for Capital Projects:** The city makes a serious commitment to public involvement. All the city's long-range plans have been developed through an extensive citizen involvement program. Citizen involvement occurs at the long-range plan development stage, during CIP review and adoption, during master planning processes, during design and construction of specific projects, and through public processes associated with city boards and commissions. Public hearings are held during the CIP Plan development process to allow the public to comment on the recommended projects. The projects themselves call for an extensive public outreach effort, allowing those most closely effected to influence the design of the projects. While public input is essential to the successful implementation of the CIP Plan, staff and the council must also remain conscious of the overall effect upon costs when responding to requests of project neighbors.
- L. **Basis for Project Appropriations:** During the City Council's biennial CIP Plan review, the City Council will appropriate the estimated project costs for the biennium for all projects in the CIP Plan. Subsequent adjustments to appropriation levels for amendments to the CIP Plan may be made by the City Council at any time.
- M. **Balanced CIP Plan:** The CIP Plan is a balanced seven-year plan. This means that for the entire seven-year period, revenues will be equal to project expenditures in the Plan. It is anticipated that the plan will have more expenditures than revenues in single years of the Plan, but this imbalance will be corrected using interim financing as needed. However, over the life of the seven-year plan, all planned interim debt will be repaid and all Plan expenditures, including interest costs on interim debt will be provided for with identified revenues. Any project funding plan, in which debt is not retired within the current seven-year Plan, must have specific City Council approval.
- N. **Use of Debt in the CIP:** The CIP is viewed as a long-term program that will continually address capital requirements far into the future. As such, the use of long-term debt has been minimized, allowing the city to put money into actual projects that benefit Bellevue residents and businesses rather than into interest payments to financial institutions. To that end, this policy limits debt to short-term obligations, primarily for cash flow purposes. Debt incurred will be paid back before the end of the current CIP. Finance staff monitors CIP cash flow regularly and utilize fund balances to minimize the amount of borrowing required. Projected financing costs are included within a project in the General Government program area. There are exceptions to this policy for extraordinary circumstances, where councilmanic or voted long-term debt have been issued to achieve major city goals that otherwise could not have been achieved or would have been delayed an unacceptable amount of time.
- O. **Finance Director's Authority to Borrow:** The Finance Director is authorized to initiate interim and long-term borrowing measures, as they become necessary, as identified in the current CIP Plan.



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- P. CIP Plan Update and Amendment: The CIP Plan will be updated at least biennially as a part of the city's biennial budget process. The City Council may amend the CIP Plan at any time if a decision must be made and action must be taken before the next CIP review period. The City Council has delegated authority to the City Manager to administratively approve CIP Plan adjustments, except for changes in project scope or changes that total more than 10 percent of a project's adopted CIP Plan budget (unless a 10 percent adjustment is less than \$10,000), or regardless of the percentage, budget changes totaling more than \$100,000. The council has further authorized the City Manager to administratively approve the acceleration of project schedules so long as they can be accomplished without causing cash flow problems and with the understanding that any controversial issues would be brought before the City Council. All project additions or deletions must be approved by the City Council.
- Q. Formalization of Monetary Agreements: All agreements between the city and outside jurisdictions shall be in writing specifying the financial terms of the agreement, the length of the agreement, and the timing of any required payments. Formalization of these agreements will protect the city's interests. Program areas shall make every effort to promptly request any reimbursements that are due the city. Where revenues from outside jurisdictions are ongoing, these requests shall be made at least quarterly, unless alternative arrangements are approved by the City Manager or City Council.
- R. Projected Grant Revenues: At the Finance Director's discretion, grant-funded capital expenditures are budgeted prior to the specific grant award. City overhead or indirect costs for grant-funded programs will be included in all grant proposals, where permitted. With grant-funded capital acquisitions, the city will attempt to recover ongoing M&O costs, and replacement costs associated with the acquisition.
- S. Projected Revenues from Future Land Sales: The city recognizes that city-owned land is an asset that can be sold to finance CIP projects. With this in mind, the city shall cautiously allow land sale proceeds to be used as a funding source by program areas that have oversight responsibility for the land. The land shall be valued based on an appraisal performed either by the Civic Services or an outside appraisal company. A conservative value shall be used to provide a cushion for economic shifts. The timing of the proceeds shall be estimated based on the length of time the property is likely to be on the market. However, if the land does not sell in a timely manner or its value turns out to be overestimated, then the program area must either reallocate revenue sources from other projects within its area, find an agreeable replacement funding source, or cease work on the project, if possible.
- T. Land Sale Remnants: The city is frequently left with property remnants following the completion of a project that required rights-of-way (ROW) acquisition. These remnants represent an asset to the program area that purchased them. If the project selling the land remnants is still active, the revenue from the sale shall be receipted as land sale proceeds in the project, therefore serving to partially offset the ROW acquisition costs. If the project is already completed at the time of the remnant sale, the land sale proceeds can either be used by the selling program area to help fund another of that program area's projects, or they can be deposited in the Land Purchase Revolving Fund for future use by the purchasing program area.



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- U. Applicable Project Charges: CIP projects should reflect all costs that can be clearly shown to be necessary and applicable. Staff charges to CIP projects will be limited to time spent actually working on those projects and shall include an overhead factor to cover the applicable portion of that person's operating cost.

XII. Intergovernmental Revenues

Many service costs of the city are influenced by other governments, either because of service overlap or service mandates imposed by the county, state, or federal government. The city should take advantage of opportunities to enhance service delivery through intergovernmental cooperation, shared revenues, and grants while aggressively opposing mandates that distort local service priorities.

- A. Grants Should Not Fund Ongoing Services: The city will refrain from using grants to meet ongoing service delivery needs. In the city's financial planning, grants will be treated in the same manner as all other temporary and uncertain resources and will not be used to fund ongoing, basic service needs. With grant-funded capital acquisitions, the city will attempt to recover ongoing maintenance and operating costs, and replacement costs associated with the acquisition.
- B. Grant Agreements Reviewed for Compliance with Regulations: All grant agreements will be reviewed by the appropriate city staff, including Finance, City Attorney's Office, and sponsoring department, to ensure compliance with state, federal, and city regulations.
- C. Budgeting for Grant Expenditures: At the City Manager's discretion, grant-funded capital expenditures are budgeted prior to the specific grant award. City overhead or indirect costs for grant-funded programs will be included in all grant proposals, where permitted. With grant-funded capital acquisitions, the city will attempt to recover ongoing maintenance and operating costs, and replacement costs associated with the acquisition.
- D. Protecting the City's Interests: The city will aggressively oppose state or federal actions that mandate expenditures that the City Council considers unnecessary. The city will pursue intergovernmental funding to support the incremental cost of those mandates.
- E. Intergovernmental Agreements: The city will work with other governments to identify the jurisdiction most capable and appropriate to provide specific public services. All intergovernmental agreements and contracts for service delivery will be brought forward to the City Council for approval.

XIII. Accounting, Auditing & Financial Reporting Policies

The city shall maintain a system of financial monitoring, control, and reporting for all operations and funds to provide effective means of ensuring that overall city goals and objectives are met.

- A. Accounting Records and Reporting: The city will maintain its accounting records in accordance with state and federal law and regulations. Budgetary reporting will be in accordance with the state's budget laws and regulations. The city will report its



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- financial condition and results of operations in accordance with state regulations and generally accepted accounting principles (GAAP) applicable to governments.
- B. Auditing: The State Auditor will annually perform the city's financial and compliance audit. Their opinions will be contained in the city's Comprehensive Annual Financial Report (CAFR). Results of the annual audit shall be provided to the council in a timely manner.
 - C. Excellence in Financial Reporting: As an additional independent confirmation of the quality of the city's financial reporting, the city will annually seek to obtain the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting. The CAFR will be presented in a way designed to communicate with citizens about the financial affairs of the city.
 - D. Simplified Fund Structure: The city will minimize the number of funds. The funds will be categorized in accordance with generally accepted accounting principles (GAAP) for reporting purposes, although some funds may be functional classifications but may also be referred to by City of Bellevue fund types.

XIV. Investment Policy

The city shall maintain a current investment policy.

As an additional independent confirmation of the integrity of the city's Investment Policy, the city's policy has been certified by the Municipal Treasurers' Association of the United States and Canada.

XV. Debt Management Policy

The city shall maintain a current debt policy.

XVI. Budget Ordinances and Resolutions

To view current Ordinances and Resolutions please visit:

<http://www.codepublishing.com/WA/Bellevue/?BellevueOT.html>

- Ordinance 6326, Human Services Funding
- Ordinance 6329, Water Rates and Charges
- Ordinance 6330, Sewer Rates and Charges
- Ordinance 6331, Storm and Surface Water Rates and Charges
- Ordinance 6333, 2017-2018 Budget and 2017-2023 CIP Budget Adoption
- Ordinance 6387, Updating Development Services Fees
- Ordinance 6388, 2018 Property Taxes
- Ordinance 6389, 2017-2018 Mid Bi Budget Adoption
- Resolution 9332, Banking of the Maximum Amount of Levy Capacity
- Resolution 9339, Community Development Block Grant (CDBG)



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Figure 12b Chapter 35A.34 RCW; Biennial Budgets

Chapter 35A.34 RCW; Biennial Budgets

Sections:

- 35A.34.010 Legislative intent
- 35A.34.020 Application of chapter
- 35A.34.030 Definitions
- 35A.34.040 Biennial budget authorized -- Limitations
- 35A.34.050 Budget estimates -- Submittal
- 35A.34.060 Budget estimates -- Classification and segregation
- 35A.34.070 Proposed preliminary budget
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- 35A.34.090 Budget message -- Hearings
- 35A.34.100 Budget -- Notice of hearing
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- 35A.34.130 Budget -- Mid-biennial review and modification
- 35A.34.140 Emergency expenditures -- Nondebtable emergencies
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- 35A.34.205 Administration, oversight, or supervision of utility -- Reimbursement from utility budget authorized
- 35A.34.210 Liabilities incurred more than budget
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- 35A.34.230 Revenue estimates -- Amount to be raised by ad valorem taxes
- 35A.34.240 Funds -- Quarterly report of status
- 35A.34.250 Contingency fund -- Creation
- 35A.34.260 Contingency fund -- Withdrawals
- 35A.34.270 Unexpended appropriations
- 35A.34.280 Violations and penalties

35A.34.010 Legislative intent

See RCW 35.34.010.

35A.34.020 Application of chapter

This chapter applies to all code cities which have by ordinance adopted this chapter authorizing the adoption of a fiscal biennium budget. [1985 c 175 § 34.]

35A.34.030 Definitions

Unless the context clearly indicates otherwise, the definitions in this section apply throughout this chapter.



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Figure 12b Chapter 35A.34 RCW; Biennial Budgets

1. "Clerk" includes the officer performing the functions of a finance or budget director, comptroller, auditor, or by whatever title the officer may be known in any code city.
2. "Department" includes each office, division, service, system, or institution of the city for which no other statutory or charter provision is made for budgeting and accounting procedures or controls.
3. "Legislative body" includes the council, commission, or any other group of officials serving as the legislative body of a code city.
4. "Chief administrative officer" includes the mayor of cities having a mayor-council plan of government, the commissioners in cities having a commission plan of government, the manager, or any other city official designated by the charter or ordinances of such city under the plan of government governing the same, or the budget or finance officer designated by the mayor, manager, or commissioners, to perform the functions, or portions thereof, contemplated by this chapter.
5. "Fiscal biennium" means the period from January 1 of each odd-numbered year through December 31 of the next succeeding even-numbered year.
6. "Fund" and "funds" where clearly used to indicate the plural of "fund" means the budgeting or accounting entity authorized to provide a sum of money for specified activities or purposes.
7. "Funds" where not used to indicate the plural of "fund" means money in hand or available for expenditure or payment of a debt or obligation.
8. Except as otherwise defined in this chapter, municipal accounting terms used in this chapter have the meaning prescribed by the state auditor pursuant to RCW 43.09.200. [1985 c 175 § 35.]

35A.34.040 Biennial budget authorized – Limitations

All code cities are authorized to establish by ordinance a two-year fiscal biennium budget. The ordinance shall be enacted at least six months prior to commencement of the fiscal biennium and this chapter applies to all code cities which utilize a fiscal biennium budget. Code cities which establish a fiscal biennium budget are authorized to repeal such ordinance and provide for reversion to a fiscal year budget. The ordinance may only be repealed effective as of the conclusion of a fiscal biennium. However, the city shall comply with chapter 35A.33 RCW in developing and adopting the budget for the first fiscal year following repeal of the ordinance. [1985 c 175 § 36.]

35A.34.050 Budget estimates – Submittal

On or before the second Monday of the fourth month prior to the beginning of the city's next fiscal biennium, or at such other time as the city may provide by ordinance or charter, the clerk shall notify in writing the head of each department of a city to file with the clerk within fourteen days of the receipt of such notification, detailed estimates of the probable revenue from sources



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other than ad valorem taxation and of all expenditures required by the department for the ensuing fiscal biennium. The notice shall be accompanied by the proper forms provided by the clerk, prepared in accordance with the requirements and classification established by the state auditor. The clerk shall prepare the estimates for interest and debt redemption requirements and all other estimates, the preparation of which falls properly within the duties of the clerk's office. The chief administrative officers of the city shall submit to the clerk detailed estimates of all expenditures proposed to be financed from the proceeds of bonds or warrants not yet authorized, together with a statement of the proposed method of financing them. In the absence or disability of the official or person regularly in charge of a department, the duties required by this section shall devolve upon the person next in charge of such department. [1995 c 301 § 55; 1985 c 175 § 37.]

35A.34.050 Budget estimates – Classification and segregation

On or before the second Monday of the fourth month prior to the beginning of the city's next fiscal biennium, or at such other time as the city may provide by ordinance or charter, the clerk shall notify in writing the head of each department of a city to file with the clerk within fourteen days of the receipt of such notification, detailed estimates of the probable revenue from sources other than ad valorem taxation and of all expenditures required by the department for the ensuing fiscal biennium. The notice shall be accompanied by the proper forms provided by the clerk, prepared in accordance with the requirements and classification established by the state auditor. The clerk shall prepare the estimates for interest and debt redemption requirements and all other estimates, the preparation of which falls properly within the duties of the clerk's office. The chief administrative officers of the city shall submit to the clerk detailed estimates of all expenditures proposed to be financed from the proceeds of bonds or warrants not yet authorized, together with a statement of the proposed method of financing them. In the absence or disability of the official or person regularly in charge of a department, the duties required by this section shall devolve upon the person next in charge of such department. [1995 c 301 § 55; 1985 c 175 § 37.]

35A.34.060 Budget estimates — Classification and segregation

All estimates of receipts and expenditures for the ensuing fiscal biennium shall be fully detailed in the biennial budget and shall be classified and segregated according to a standard classification of accounts to be adopted and prescribed by the state auditor after consultation with the Washington finance officers association, the association of Washington cities, and the association of Washington city managers. [1995 c 301 § 56; 1985 c 175 § 38.]

35A.34.070 Proposed preliminary budget

On or before the first business day in the third month prior to the beginning of the biennium of a city or at such other time as the city may provide by ordinance or charter, the clerk or other person designated by the charter, by ordinances, or by the chief administrative officer of the city shall submit to the chief administrative officer a proposed preliminary budget which shall set forth the complete financial program of the city for the ensuing fiscal biennium, showing the expenditure program requested by each department and the sources of revenue by which each such program is proposed to be financed.



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The revenue section shall set forth in comparative and tabular form for each fund the actual receipts for the last completed fiscal biennium, the estimated receipts for the current fiscal biennium, and the estimated receipts for the ensuing fiscal biennium, which shall include the amount to be raised from ad valorem taxes and unencumbered fund balances estimated to be available at the close of the current fiscal biennium. However, if the city was not utilizing a fiscal biennium budget for the previous three years, it shall set forth its fiscal years' revenues to reflect actual and estimated receipts as if it had previously utilized a biennial budgetary process.

The expenditure section shall set forth in comparative and tabular form for each fund and every department operating within each fund the actual expenditures for the last completed fiscal biennium, the appropriations for the current fiscal biennium, and the estimated expenditures for the ensuing fiscal biennium. However, if the city was not utilizing a fiscal biennium budget for the previous three years, it shall set forth its fiscal years' expenditures to reflect actual and estimated levels as if it had previously utilized a biennial budgetary process. The expenditure section shall further set forth separately the salary or salary range for each office, position, or job classification together with the title or position designation thereof. However, salaries may be set out in total amounts under each department if a detailed schedule of such salaries and positions be attached and made a part of the budget document. [1985 c 175 § 39.]

35A.34.080 Preliminary budget

The chief administrative officer shall prepare the preliminary budget in detail, making any revisions or additions to the reports of the department heads deemed advisable by such chief administrative officer. At least sixty days before the beginning of the city's next fiscal biennium the chief administrative officer shall file it with the clerk as the recommendation of the chief administrative officer for the final budget. The clerk shall provide a sufficient number of copies of such preliminary budget and budget message to meet the reasonable demands of taxpayers therefore and have them available for distribution not later than six weeks before the beginning of the city's next fiscal biennium. [1985 c 175 § 40.]

35A.34.090 Budget message — Hearings

1. In every city, a budget message prepared by or under the direction of the city's chief administrative officer shall be submitted as a part of the preliminary budget to the city's legislative body at least sixty days before the beginning of the city's next fiscal biennium and shall contain the following:
 - a. An explanation of the budget document;
 - b. An outline of the recommended financial policies and programs of the city for the ensuing fiscal biennium;
 - c. A statement of the relation of the recommended appropriation to such policies and programs;
 - d. A statement of the reason for salient changes from the previous biennium in appropriation and revenue items; and



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- e. An explanation for any recommended major changes in financial policy.
2. Prior to the final hearing on the budget, the legislative body or a committee thereof shall schedule hearings on the budget or parts thereof, and may require the presence of department heads to give information regarding estimates and programs. [1985 c 175 § 41.]

35A.34.100 Budget — Notice of hearing

Immediately following the filing of the preliminary budget with the clerk, the clerk shall publish a notice once a week for two consecutive weeks stating that the preliminary budget for the ensuing fiscal biennium has been filed with the clerk, that a copy thereof will be made available to any taxpayer who will call at the clerk's office therefor, that the legislative body of the city will meet on or before the first Monday of the month next preceding the beginning of the ensuing fiscal biennium for the purpose of fixing the final budget, designating the date, time, and place of the legislative budget meeting, and that any taxpayer may appear thereat and be heard for or against any part of the budget. The publication of the notice shall be made in the official newspaper of the city if there is one, otherwise in a newspaper of general circulation in the city. If there is no newspaper of general circulation in the city, then notice may be made by posting in three public places fixed by ordinance as the official places for posting the city's official notices. [1985 c 175 § 42.]

35A.34.110 Budget — Hearing

The legislative body shall meet on the day fixed by RCW 35A.34.100 for the purpose of fixing the final budget of the city at the time and place designated in the notice thereof. Any taxpayer may appear and be heard for or against any part of the budget. The hearing may be continued from day to day but not later than the twenty-fifth day prior to commencement of the city's fiscal biennium. [1985 c 175 § 43.]

35A.34.120 Budget — Adoption

Following conclusion of the hearing, and prior to the beginning of the fiscal biennium, the legislative body shall make such adjustments and changes as it deems necessary or proper and, after determining the allowance in each item, department, classification, and fund, shall by ordinance adopt the budget in its final form and content. Appropriations shall be limited to the total estimated revenues contained therein including the amount to be raised by ad valorem taxes and the unencumbered fund balances estimated to be available at the close of the current fiscal biennium. Such ordinances may adopt the final budget by reference. However, the ordinance adopting the budget shall set forth in summary form the totals of estimated revenues and appropriations for each separate fund and the aggregate totals for all such funds combined.

A complete copy of the final budget as adopted shall be transmitted to the state auditor and to the association of Washington cities. [1995 c 301 § 57; 1985 c 175 § 44.]



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35A.34.130 Budget — Mid-biennial review and modification

The legislative authority of a city having adopted the provisions of this chapter shall provide by ordinance for a mid-biennial review and modification of the biennial budget. The ordinance shall provide that such review and modification shall occur no sooner than eight months after the start nor later than conclusion of the first year of the fiscal biennium. The chief administrative officer shall prepare the proposed budget modification and shall provide for publication of notice of hearings consistent with publication of notices for adoption of other city ordinances. City ordinances providing for a mid-biennium review and modification shall establish procedures for distribution of the proposed modification to members of the city legislative authority, procedures for making copies available to the public, and shall provide for public hearings on the proposed budget modification. The budget modification shall be by ordinance approved in the same manner as are other ordinances of the city.

A complete copy of the budget modification as adopted shall be transmitted to the state auditor and to the association of Washington cities. [1995 c 301 § 58; 1985 c 175 § 45.]

35A.34.140 Emergency expenditures — Nondebtable emergencies

Upon the happening of any emergency caused by violence of nature, casualty, riot, insurrection, war, or other unanticipated occurrence requiring the immediate preservation of order or public health, or for the property which has been damaged or destroyed by accident, or for public relief from calamity, or in settlement of approved claims for personal injuries or property damages, or to meet mandatory expenditures required by law enacted since the last budget was adopted, or to cover expenses incident to preparing for or establishing a new form of government authorized or assumed after adoption of the current budget, including any expenses incident to selection of additional or new officials required thereby, or incident to employee recruitment at any time, the city legislative body, upon the adoption of an ordinance, by the vote of one more than the majority of all members of the legislative body, stating the facts constituting the emergency and the estimated amount required to meet it, may make the expenditures therefor without notice or hearing. [1985 c 175 § 46.]

35A.34.150 Emergency expenditures — Other emergencies — Hearing

If a public emergency which could not reasonably have been foreseen at the time of filing the preliminary budget requires the expenditure of money not provided for in the budget, and if it is not one of the emergencies specifically enumerated in RCW 35A.34.140, the city legislative body before allowing any expenditure therefore shall adopt an ordinance stating the facts constituting the emergency and the estimated amount required to meet it and declaring that an emergency exists.

The ordinance shall not be voted on until five days have elapsed after its introduction, and for passage shall require the vote of one more than the majority of all members of the legislative body of the city.

Any taxpayer may appear at the meeting at which the emergency ordinance is to be voted on and be heard for or against the adoption thereof. [1985 c 175 § 47.]



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35A.34.160 Emergency expenditures — Warrants — Payment

All expenditures for emergency purposes as provided in this chapter shall be paid by warrants from any available money in the fund properly chargeable with such expenditures. If, at any time, there is insufficient money on hand in a fund with which to pay such warrants as presented, the warrants shall be registered, bear interest, and be called in the same manner as other registered warrants as prescribed in RCW 35A.21.110. [1985 c 175 § 48.]

35A.34.170 Registered warrants — Payment

In adopting the final budget for any fiscal biennium, the legislative body shall appropriate from estimated revenue sources available, a sufficient amount to pay the principal and interest on all outstanding registered warrants issued since the adoption of the last preceding budget except those issued and identified as revenue warrants and except those for which an appropriation previously has been made. However, no portion of the revenues which are restricted in use by law may be appropriated for the redemption of warrants issued against a utility or other special purpose fund of a self-supporting nature. In addition, all or any portion of the city's outstanding registered warrants may be funded into bonds in any manner authorized by law. [1985 c 175 § 49.]

35A.34.180 Adjustment of wages, hours and conditions of employment

Notwithstanding the appropriations for any salary or salary range of any employee or employees adopted in a final budget, the legislative body of any city may, by ordinance, change the wages, hours, and conditions of employment of any or all of its appointive employees if sufficient funds are available for appropriation to such purposes. [1985 c 175 § 50.]

35A.34.190 Forms — Accounting — Supervision by state

The state auditor is empowered to make and install the forms and classifications required by this chapter to define what expenditures are chargeable to each budget class and to establish the accounting and cost systems necessary to secure accurate budget information. [1995 c 301 § 59; 1985 c 175 § 51.]

35A.34.200 Funds — Limitations on expenditures — Transfers and adjustments

1. The expenditures as classified and itemized in the final budget shall constitute the city's appropriations for the ensuing fiscal biennium. Unless otherwise ordered by a court of competent jurisdiction, and subject to further limitations imposed by ordinance of the city, the expenditure of city funds or the incurring of current liabilities on behalf of the city shall be limited to the following:
 - a. The total amount appropriated for each fund in the budget for the current fiscal biennium, without regard to the individual items contained therein, except that this limitation does not apply to wage adjustments authorized by RCW 35A.34.180;
 - b. The unexpended appropriation balances of a preceding budget which may be carried



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- forward from prior fiscal periods pursuant to RCW 35A.34.270;
- c. Funds received from the sale of bonds or warrants which have been duly authorized according to law;
 - d. Funds received in excess of estimated revenues during the current fiscal biennium, when authorized by an ordinance amending the original budget; and
 - e. Expenditures authorized by budget modification as provided by RCW 35A.34.130 and those required for emergencies, as authorized by RCW 35A.34.140 and 35A.34.150.
2. Transfers between individual appropriations within any one fund may be made during the current fiscal biennium by order of the city's chief administrative officer subject to such regulations, if any, as may be imposed by the city legislative body. Notwithstanding the provisions of RCW 43.09.210 or of any statute to the contrary, transfers, as authorized in this section, may be made within the same fund regardless of the various offices, departments, or divisions of the city which may be affected.
 3. The city legislative body, upon a finding that it is to the best interests of the city to decrease, revoke, or recall all or any portion of the total appropriations provided for any one fund, may, by ordinance, approved by the vote of one more than the majority of all members thereof, stating the facts and findings for doing so, decrease, revoke, or recall all or any portion of an unexpended fund balance, and by said ordinance, or a subsequent ordinance adopted by a like majority, the moneys thus released may be reappropriated for another purpose or purposes, without limitation to department, division, or fund, unless the use of such moneys is otherwise restricted by law, charter, or ordinance. [1985 c 175 § 52.]

35A.34.205 Administration, oversight, or supervision of utility — Reimbursement from utility budget authorized

Whenever any code city apportions a percentage of the city manager's, administrator's, or supervisor's time, or the time of other management or general government staff, for administration, oversight, or supervision of a utility operated by the city, or to provide services to the utility, the utility budget may identify such services and budget for reimbursement of the city's current expense fund for the value of such services. [1991 c 152 § 4.]

35A.34.210 Liabilities incurred in excess of budget

Liabilities incurred by any officer or employee of the city in excess of any budget appropriations shall not be a liability of the city. The clerk shall issue no warrant and the city legislative body or other authorized person shall approve no claim for an expenditure in excess of the total amount appropriated for any individual fund, except upon an order of a court of competent jurisdiction or for emergencies as provided in this chapter. [1985 c 175 § 53.]



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Figure 12b Chapter 35A.34 RCW; Biennial Budgets

35A.34.220 Funds received from sales of bonds and warrants — Expenditures

Moneys received from the sale of bonds or warrants shall be used for no other purpose than that for which they were issued and no expenditure shall be made for that purpose until the bonds have been duly authorized. If any unexpended fund balance remains from the proceeds realized from the bonds or warrants after the accomplishment of the purpose for which they were issued, it shall be used for the redemption of such bond or warrant indebtedness. Where a budget contains an expenditure program to be financed from a bond issue to be authorized thereafter, no such expenditure shall be made or incurred until after the bonds have been duly authorized.

[1985 c 175 § 54.]

35A.34.230 Revenue estimates — Amount to be raised by ad valorem taxes

At a time fixed by the city's ordinance or city charter, not later than the first Monday in October of the second year of each fiscal biennium, the chief administrative officer shall provide the city's legislative body with current information on estimates of revenues from all sources as adopted in the budget for the current biennium, together with estimates submitted by the clerk under RCW 35A.34.070. The city's legislative body and the city's administrative officer or the officer's designated representative shall consider the city's total anticipated financial requirements for the ensuing fiscal biennium, and the legislative body shall determine and fix by ordinance the amount to be raised the first year of the biennium by ad valorem taxes. The legislative body shall review such information as is provided by the chief administrative officer and shall adopt an ordinance establishing the amount to be raised by ad valorem taxes during the second year of the biennium. Upon adoption of the ordinance fixing the amount of ad valorem taxes to be levied, the clerk shall certify the same to the county legislative authority as required by RCW 84.52.020.

[1985 c 175 § 55.]

35A.34.240 Funds — Quarterly report of status

At such intervals as may be required by city charter or city ordinance, however, being not less than quarterly, the clerk shall submit to the city's legislative body and chief administrative officer a report showing the expenditures and liabilities against each separate budget appropriation incurred during the preceding reporting period and like information for the whole of the current fiscal biennium to the first day of the current reporting period together with the unexpended balance of each appropriation. The report shall also show the receipts from all sources. [1985 c 175 § 56.]

35A.34.250 Contingency fund — Creation

Every city may create and maintain a contingency fund to provide moneys with which to meet any municipal expense, the necessity or extent of which could not have been foreseen or reasonably evaluated at the time of adopting the annual budget, or from which to provide moneys for those emergencies described in RCW 35A.34.140 and 35A.34.150. Such fund may be supported by a budget appropriation from any tax or other revenue source not restricted in use by law, or also may be supported by a transfer from other unexpended or decreased funds made available by ordinance as set forth in RCW 35A.34.200. However, the total amount accumulated



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Figure 12b Chapter 35A.34 RCW; Biennial Budgets

in such fund at any time shall not exceed the equivalent of thirty-seven and one-half cents per thousand dollars of assessed valuation of property within the city at such time. Any moneys in the emergency fund at the end of the fiscal biennium shall not lapse except upon reappropriation by the council to another fund in the adoption of a subsequent budget. [1985 c 175 § 57.]

35A.34.260 Contingency fund — Withdrawals

No money shall be withdrawn from the contingency fund except by transfer to the appropriate operating fund authorized by a resolution or ordinance of the legislative body of the city, adopted by a majority vote of the entire legislative body, clearly stating the facts constituting the reason for the withdrawal or the emergency as the case may be, specifying the fund to which the withdrawn money shall be transferred. [1985 c 175 § 58.]

35A.34.270 Unexpended appropriations

All appropriations in any current operating fund shall lapse at the end of each fiscal biennium. However, this shall not prevent payments in the following biennium upon uncompleted programs or improvements in progress or on orders subsequently filled or claims subsequently billed for the purchase of material, equipment, and supplies or for personal or contractual services not completed or furnished by the end of the fiscal biennium, all of which have been properly budgeted and contracted for prior to the close of such fiscal biennium, but furnished or completed in due course thereafter.

All appropriations in a special fund authorized by ordinance or by state law to be used only for the purpose or purposes therein specified, including any cumulative reserve funds lawfully established in specific or general terms for any municipal purpose or purposes, or a contingency fund as authorized by RCW 35A.34.250, shall not lapse, but shall be carried forward from biennium to biennium until fully expended or the purpose has been accomplished or abandoned, without necessity of reappropriation.

The accounts for budgetary control for each fiscal biennium shall be kept open for twenty days after the close of such fiscal biennium for the purpose of paying and recording claims for indebtedness incurred during such fiscal biennium; any claim presented after the twentieth day following the close of the fiscal biennium shall be paid from appropriations lawfully provided for the ensuing period, including those made available by provisions of this section, and shall be recorded in the accounts for the ensuing fiscal biennium. [1985 c 175 § 59.]

35A.34.280 Violations and penalties

Upon the conviction of any city official, department head, or other city employee of knowingly failing, or refusing, without just cause, to perform any duty imposed upon such officer or employee by this chapter, or city charter or city ordinance, in connection with the giving of notice, the preparing and filing of estimates of revenues or expenditures or other information required for preparing a budget report in the time and manner required, or of knowingly making expenditures in excess of budget appropriations, the official or employee shall be guilty of a misdemeanor and shall be fined not more than five hundred dollars for each separate violation. [1985 c 175 § 60.]



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Investment Policy

Revised: December 2010

Objectives

This policy sets forth criteria for the operation of the investment portfolio. It will be recognized that the primary objective of the Investment Policy is to establish a conservative set of investment criteria that will prudently protect Bellevue's (hereafter referred to as the City) principal sums and enable the City to generate a market rate of return from its investment activities while assuring adequate liquidity to meet its cash flow needs. All investment activity will be in compliance with RCW 35A.40.050 "Fiscal - Investment of Funds" and any other statutes or regulatory requirements, such as Internal Revenue Codes, which may apply.

Scope

This policy guides the investment of all available City funds except it does not include assets held in escrow in order to defease refunded debt, nor does it include retirement funds managed by others such as the state, the Municipal Employees Benefit Trust, and deferred compensation plan providers.

Responsibility

Authority to manage the investment program is derived from Bellevue City Code Section 3.37.060. This section gives the Finance Director authority to determine the amount of money available in each fund administered by the City for investment purposes, and the authority to invest such moneys in all forms of investments that are authorized by law. This section also authorizes the Director to designate a subordinate employee(s) to assist in the performance of these duties.

The Finance Director will provide a letter(s) of authorization to individuals or firms on the approved broker/dealer list specifically designating City staff who have the authority to commit the City to investment transactions.

The Finance Director or his/her designee will establish written investment procedures including a glossary of investment terms for the operation of the investment program, consistent with this investment policy.

Types of Investment and Diversification

The City may invest in any of the securities identified as eligible investments as defined by RCW 35A.40.050 "Fiscal - Investment of Funds". For purposes of this policy, the major eligible investment categories have been further restricted as follows:



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1. United States Treasury Debt Obligations
 - Maximum % of Portfolio 100%
 - Maximum Remaining Maturity 5 years
 - Securities will be held by the City’s third party custodian in the City’s name.

2. United States Agency Securities backed by the full faith and credit of the United States Government for the payment of principal and interest
 - Maximum % of Portfolio 100%
 - Maximum Remaining Maturity 5 years
 - Maximum % of Portfolio Per Issuer 25%
 - Defined by RCW 43.84.080 to include certificates, notes, or bonds of the United States, or other obligations of the United States or its agencies, or of any corporation wholly owned by the government of the United States.
 - Does not allow investments in derivatives or securities that derive value and/or yield from an underlying asset unless they fall into one of the following categories: 1) agency obligations that float with interest rates or external indexes such as CMT index, treasury bills, LIBOR, Prime rate and Fed Funds rate; 2) agency security obligations that have call features; and 3) agency security obligations that have step-up features at pre-determined intervals.
 - Interest only and principal only mortgage backed securities, inverse floaters and collateralized mortgage obligations are excluded.
 - Securities will be held by the City’s third party custodian in the City’s name.

3. United States Agency Coupon Securities (Mortgage-backed Securities Included)
 - Maximum % of Portfolio 100%
 - Maximum Remaining Maturity 5 years
 - Maximum % of Portfolio Per Issuer 25%
 - Defined by RCW 43.84.080 to include obligations of any United States government-sponsored corporation whose obligations are eligible as collateral for advances to member banks as determined by the Board of Governors of the Federal Reserve System.
 - Does not allow investments in derivatives or securities that derive value and/or yield from an underlying asset unless they fall into one of the following categories: 1) agency obligations that float with interest rates or external indexes such as CMT index, treasury bills, LIBOR and Fed Funds rate; 2) agency security obligations that have call features; and 3) agency security obligations that have step-up features at pre-determined intervals.
 - Interest only and principal only mortgage backed securities, inverse floaters and



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collateralized mortgage obligations are excluded.

- Securities will be held by the City’s third party custodian in the City’s name.

4. United States Agency Discount Notes

- Maximum % of Portfolio 100%
- Maximum Remaining Maturity 1 year
- Maximum % of Portfolio Per Issuer 25%
- Defined by RCW 43.84.080 to include obligations of any United States government-sponsored corporations whose obligations are eligible as collateral for advances to member banks as determined by the Board of Governors of the Federal Reserve System.
- Securities will be held by the City’s third party custodian in the City’s name.

5. FDIC Guaranteed Senior Unsecured Debt Obligations – TLGP (Treasury Liquidity Guaranty Program) and other federal government guaranteed programs

- Required Investment Rating AAA/Aaa long-term and A-1/ P-1 short-term
- Maximum % of Portfolio 100%
- Maximum Remaining Maturity expiration Not to exceed the lesser of the date of FDIC’s guarantee or 5 years
- Maximum % of Portfolio Per Issuer 5%
- To be eligible for purchase, the obligations must: 1) be guaranteed by the FDIC, and 2) carry the full faith credit of the United States Government.
- The note obligations must be issued by corporations organized and operating in the United States.
- Securities will be held by the City’s third party custodian in the City’s name.

6. Repurchase Agreements secured by United States Government and United States Agency Debt Obligations

- Maximum % of Portfolio 50%
- Maximum % of Portfolio With any Primary Dealers or Financial Institutions 10%
- Maximum Remaining Maturity 60 days
- Maximum Remaining Maturity of Underlying Collateral 5 years
- Collateral Pricing Daily



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- All US Government Agency collaterals should stay within the 25% per issuer limit.
 - Collateral equal to 102% of the repurchase agreement must be delivered to the City’s third party custodian if less than 30 days. If the repurchase agreement is between 30-60 days, collateral equal to 105% of the repurchase agreement must be delivered to the custodian.
 - Securities will be purchased from primary dealers or financial institutions that are members of the Washington Public Depository under a written Master Repurchase Agreement.
 - Only US Treasury, US Government Agency, and US Government Sponsored Corporation securities may be accepted as collateral.
 - Collateral securities will be held by the City’s third party custodian, or through a tri-party arrangement in the City’s name.
7. Certificates of Deposit, and other Interest Bearing Bank Deposits with financial institutions recognized by the State of Washington Public Deposit Protection Commission (PDPC) as qualified to hold public deposits.
- Maximum % of Portfolio 50%
 - Maximum Remaining Maturity 1 year
 - Maximum % of Portfolio Per Issuer 10%
8. Bankers Acceptances purchased on the secondary market
- Required Investment Rating Rated in the highest tier (e.g., A-1, P-1, F-1 or better) of the accepting bank’s short-term obligations by any two nationally recognized statistical rating organizations
 - Maximum % of the Portfolio 15%
 - Maximum Remaining Maturity 6 months
 - Maximum % of Portfolio Per Issuer 5%
 - Securities will be held by the City’s third party custodian in the City’s name.
9. Commercial Paper Issued by United States Corporations in compliance with the provisions adopted by the State Investment Board RCW 43.84.080 (7).
- Required Investment Rating Rated in the highest tier (e.g., A-1, P-1, F-1 or better) by any two nationally recognized statistical rating organizations
 - Maximum % of Portfolio 15%



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- Maximum Remaining Maturity 90 days
- Maximum Percent of Portfolio Per Issuer 5%
- Securities will be held by the City's third party custodian in the City's name.

10. State of Washington Local Governmental Investment Pool

- Maximum % of Portfolio 100%
- A copy of the pool's investment policy must be obtained and reviewed.

The portfolio and issuer limits listed above shall be complied with at the time of a security purchase. However, no sale of securities shall be required to meet revised limits due to a decrease in the total size of the portfolio.

Weighted Average Duration and Liquidity

The total portfolio (including short-term money market and cash accounts) will be managed such that the weighted average modified duration does not exceed 2.5 years.

The portfolio should be laddered with staggered maturities to assure that: 1) adequate resources are available to meet cash flow requirements without forced liquidation of investments, and 2) price volatility and reinvestment risks are minimized.

Prudence

“Investments shall be made with the same judgement and care which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering probable safety of their principal as well as probable income to be derived.”

The standard of prudence to be used by employees authorized to commit the City to investment transactions shall be the "prudent person" standard. Employees meeting the prudent person standard shall be relieved of personal responsibility for an individual security's subsequent performance, provided appropriate action is taken to control adverse developments.

Performance

The portfolio shall be managed to obtain a market rate of return through budgetary and economic cycles, keeping in mind the primary objectives of protecting the City's capital and assuring adequate liquidity to meet cash flow needs.

For purposes of this policy, the market rate of return objective will be the 12-month moving average yield of the U.S. Treasury 2-year Constant Maturity Index for the period of time being evaluated. The goal is for the portfolio to generally perform above the Index.



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Ethics and Conflicts of Interest

Employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. These employees shall disclose to the City Manager and Finance Director any material financial interests in financial institutions that conduct business within this jurisdiction, and they shall further disclose any large personal financial/investment positions that could be related to performance of the City's portfolio, particularly with regard to the time of purchases and sales. Employees shall subordinate their personal investment transactions to those of the City.

Authorized Financial Dealers/Institutions and Financial Review

The Finance Director will approve financial institutions to be eligible to conduct investment business with the City. A current list of approved brokerage firms will be maintained by the Finance Director or his/her designee. This list may include primary dealers (government securities reporting to the Market Reports Division of the Federal Reserve Bank of New York), regional dealers that qualify under Securities and Exchange Commission (SEC) Rule 15C3-1 (uniform net capitalization), and national banks.

To become authorized to provide investment services to the City, each institution must provide an annual letter to the City from the individual providing the service certifying that he or she has read the City's investment policy and assures that all transactions with the City will fall within the policy boundaries. This letter shall also certify that the firm and broker assigned to this account have the required credentials and licenses with the NASD, SEC or appropriate agencies and that they must immediately notify the City if at any time the firm or broker is not in compliance with SEC rule 15C3-1, the firm's capital position falls short of the Capital Adequacy or uniform Net Cap Rule standard, or a material control weakness is identified by the firm's independent auditor. In addition, each institution must also provide the City with a copy of their annual audited financial report or Consolidated Report of Condition (call report).

In the case of certificates of deposit, those financial institutions recognized by the PDPC (Public Deposit Protection Commission) are qualified to hold public deposits.

An annual review of the audited financial report or call report of the selected qualified financial institutions will be conducted by Finance staff.

Broker Allocation

Investment transactions will be based upon the financial institution or brokerage firm that offers the best price to the City on each particular transaction. The City will make its best effort to obtain three bids for purchase or sale of government agency securities other than new issues. If circumstances dictate fewer than three bids due to the volatility of the market place, lack of bids, etc., the Finance Director, Assistant



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Finance Director or the Treasury Manager has the authority to waive this rule. Generally not all brokers will have the same inventory of agency securities available to sell, but should be able to offer comparable alternatives. Treasury security transactions will be accomplished at or within the bid or asked price spread indicated on the live Bloomberg screens or similar reliable real time investment information service. Issues not actively traded on such services will be subject to the three bid requirement. Bankers Acceptances and Certificates of Deposit (other than a compensating balance CD) also require the acquisition of at least three bids, and acceptance of the most attractive rate from among comparable alternatives. Where two or more institutions or brokers have offered the same low bid, allocation will go to the lowest bidder that has provided the best service to the City.

Custody

All security transactions, including collateral for repurchase agreements, entered into by the City shall be conducted on a delivery versus payment (DVP) basis. Securities will be held by a third party custodian designated by the Finance Director or his designee as evidenced by confirmations in the City's name.

Investment Committee

An Investment Committee will be established by the City Manager, and will include at least three members from the business community knowledgeable in the area of institutional investment management. This Committee will periodically meet to review the investment program and make recommendations to the Finance Director with regard to proposed changes to the investment policy.

Internal Control

Investment procedures will be defined, documented, and implemented by the Finance Director or his/her designee to assure adequate internal control of the investment process.

The Finance Director or his/her designee will establish a process of periodic independent review by an external auditor or competent staff not assigned to the investment function.

The Washington State Auditor's Office will customarily conduct independent annual reviews of the investment function.

Reporting

Investment reports will be prepared and provided at least quarterly to meet the needs of the users including sufficient detail to provide an accurate and meaningful representation of the portfolio, showing its performance in relation to established benchmarks and its compliance with the investment policy.



Comprehensive Financial Management Policies

Investment Policy

Policy Adoption

The Investment Policy is adopted by the City Council as part of the biennial budget. The Finance Director has authority to approve changes to this Investment Policy.

Summary of Changes to the City's Investment Policy

1. Actual reference and link to the RCW and the City Code added.
2. Added United States Agency Securities backed by the full faith and credit of the US Government (e.g., Government National Mortgage Association "Ginnie Mae" Small Business Association "SBA") as a separate eligible investment category. These securities were not specifically identified as eligible investments in the prior version of the Policy.
3. Introduced investments in agency obligations that float with interest rates or external indexes such as CMT index, treasury bills, LIBOR, Prime rate and Fed Funds rate to the Policy. Provided additional diversification and enhance total return.
4. FDIC Guaranteed Senior Unsecured Debt Obligations – TLGP (Treasury Liquidity Guaranty Program) and other federal government guaranteed programs added to the Policy. These high quality investment instruments provide higher return while holding credit ratings comparable with Treasuries.
5. The Maximum percentage of Bankers Acceptances (BAs) purchased on the secondary market was reduced from 50% to 15% percent; and maximum percent per issuer was reduced from 10% to 5%. These changes were made mainly to minimize the risk exposure to BAs as a result of recent financial institute failures.
6. The maximum period/remaining maturity allowed investing in US Treasury debt obligations were reduced from 5.5 years to 5 years. This change was made primarily to make investments in Treasuries consistent with Agency securities.
7. The portfolio's performance measure was changed from "a band between the average yield of the ninety-day Treasury bill and the 2-year Treasury note" to "12-month moving average yield of the U.S. Treasury 2-year Constant Maturity Index"

Reasons for this change include:

- Due to the change in the final maturity of agencies from 2-5 years in the last 3 years.
- To raise the bar by increasing the standard from the band (90 – 2 years) to the upper range of 2-year Treasury.
- Moving average is a better measure than a snapshot at end of a period reducing volatility and closely mirrors actual portfolio activities In line with GFOA's best practice and other governments in Washington – consistent with duration.



Comprehensive Finance Management Policies

Figure 12c Debt Policy

Revised: October 2018 for property tax data only

Background

The City of Bellevue (city) maintains conservative financial policies to assure strong financial health both in the short- and long-term. The city is an infrequent issuer of debt with debt primarily used as a tool to finance large capital investments such as property acquisitions.

Maintaining the city's bond rating is an important objective of the city's financial policies. To this end, the city is constantly working to improve its financial policies, budgets, forecasts, and financial health.

Purpose

This policy sets forth the criteria for issuance and repayment of debt. The primary objective of the Debt Policy is to establish criteria that will protect the city's financial integrity while providing a funding mechanism to meet the city's capital needs. The underlying approach of the city is to borrow only for: 1) capital improvements that cannot be funded on a pay-as-you-go basis, and 2) extraordinary circumstances where councilmanic or voted long-term debt has been issued to achieve major city goals that otherwise could not have been achieved, or would have to be delayed for an unacceptable amount of time. The city will not issue long-term debt to finance current operations.

All debt issued will be in compliance with this policy, Bellevue City Code (BCC) Chapter 2.30 - Registration Procedure for Bonds and Obligations, Chapter 35A.40 Revised Code of Washington (RCW) - Fiscal Provisions Applicable to Code Cities and Chapter 43.80 RCW - Fiscal Agencies along with all other city, state, and federal laws, rules, and regulations.

Scope

This policy provides general guidance for the issuance and management of all city debt. In addition, it includes the management of all debt absorbed by the city through utility assumptions or the like. It does not include the debt issued by the Bellevue Convention Center Authority.

Responsibility

Authority to issue and manage debt is derived from BCC 3.37.030. This section gives the Finance Director authority to act in the capacity of City Treasurer, which includes the duties of debt management.

This section also authorizes the Finance Director to appoint a subordinate employee from the Department to assist in the performance of the duties of City Treasurer. The Finance Director has appointed the Investment and Debt Manager to act as the Debt Manager to assist in the duties of debt issuance, interest payments, principal repayments and other debt-related activities.



Comprehensive Finance Management Policies

Figure 12c Debt Policy

The Finance Director is responsible for assuring that the activities related to the issuance and payment of bonds or other obligations not jeopardize the bond rating.

Budgeting and Capital Planning

The city shall develop and maintain a capital planning process such as the biennial Capital Investment Program Plan for consideration and adoption by the City Council as part of the city's budget process. The Finance Department is responsible for coordinating and analyzing the debt requirements. This will include timing of debt, calculation of outstanding debt, debt limitation calculations and compliance, impact on future debt burdens, and current revenue requirements.

Prior to issuance of debt, the city will prepare revenue projections, such as the biennial budget or the Financial Forecast, to ensure that there is adequate revenue to make principal and interest payments.

Types of Long-Term Debt

The following is a description of the types of long-term debt the city may issue:

1. General Obligation

This debt is backed by the full faith and credit of the city. The state RCW limits this debt to 2.5% of the assessed valuation of the city for each of three purposes:

a. General Purposes

Debt issued in this category can be used for any purpose allowed by law.

Non-Voted

The City Council may authorize the issuance of general obligation debt up to 1.5% of the city's assessed value without a vote of the public as long as there is an available source of funding to pay the debt service. This funding source can be the diversion of an existing revenue source or a new revenue coming from the enactment of a new tax or other revenue source. The debt can take the form of bonds, bond anticipation notes, lease-purchase agreements, conditional sales contracts, certificates of participation, or other forms of installment debt.

Voted

The City Council may place any general obligation debt issue before the electorate. According to state law, if a debt issue is placed before the city's electorate, it must receive a 60% or greater yes vote and have a turnout of at least 40% of those voting at the previous general election. Voted issues are limited to capital purposes only.

b. Open Space and Parks

Debt issued in this category must be used for park and open space and/or recreation facilities. All debt in this category must be approved by the voters.



Comprehensive Finance Management Policies

Figure 12c Debt Policy

c. Utilities

Debt issued in this category must be used for utility infrastructure. All debt in this category must be approved by the voters.

2. Revenue Debt

Revenue bonds are generally payable from a designated source of revenue generated by the project which was financed. No taxing power or general fund pledge is provided as security. Unlike general obligation bonds, revenue bonds are not subject to the city's statutory debt limitation nor is voter approval required.

3. Local Improvement District (LID) Debt

LID bonds are payable solely from assessments of property owners within the local improvement district. Similar to revenue debt, no taxing power or general fund pledge is provided as security, and LID bonds are not subject to statutory debt limitations.

The debt is backed by the value of the property within the district and a LID Guaranty Fund. The LID Guaranty Fund is required by state law.

4. Other Financing Contracts and Loan Programs

- a. Lease purchase or financing contracts are payment obligations that represent principal and interest components for which the city receives the property after all payments are made.
- b. Local Option Capital Asset Lending (LOCAL) Program is available for use by the city through the Office of the State Treasurer under RCW 39.94. It is a financing program that allows pooling by the state equipment financing and certain real estate project needs into larger offerings of securities, and allows local government agencies the ability to finance equipment or real estate needs through the State Treasurer's Office subject to existing debt limitations and financial considerations.
- c. Public Works Trust Fund Loans are loans from the Public Works Board, authorized by state statute, RCW 43.155 to provide low interest loans, on a competitive basis, to help local governments address critical infrastructure needs for water, stormwater, roads, bridges, and solid waste/recycling systems.

Short-Term Debt and Interim Financing

The city may utilize short-term borrowing in anticipation of long-term bond issuance or to fund cash flow needs in anticipation of tax or other revenue sources.

In accordance with BCC 3.37.070, the Finance Director is authorized to make loans from one city fund to another city fund for periods not exceeding six months. The Finance Director or designee is required to assure that the loaning fund will have adequate cash balances to continue to meet current expenses after the loan is made and until repayment from the receiving fund.



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Figure 12c Debt Policy

Limitation of Indebtedness

In addition to the limitations required by the RCW, the city’s indebtedness is further limited by this policy to assure strong financial health. The limitations are applied to the assessed value of the city to arrive at a dollar value of indebtedness. For example, the 2018 assessed valuation used to determine the 2019 property tax levy was \$64.7. billion, and the statutory limitation for general obligation debt is 2.5%. Therefore, the city’s statutory debt limitation is \$1.62 billion. The following matrix shows the general limitation by type of debt. These limitations may be modified by the City Council up to the statutory limitation at the council’s discretion.

Type of Debt	Statutory Limitations	Policy Limitations	2018 Bellevue Actual Used *
General Obligation:	2.5%	1.75%	0.58%
Non-Voted	1.5%	1.0%	0.58%
Voted	1.0%	0.75%	0.00%
Open Space and Parks	2.5%	1.75%	0.00%
Utilities	2.5%	1.75%	0.00%
Revenue	no limit	no limit **	NA
Local Improvement District	no limit	no-limit **	NA

* Measured against the policy limitations.

** Revenue and LID debt is not limited because no taxing power or general fund pledge is provided as security.

Structure and Term of Debt

1. Debt Repayment

The city shall pay all interest and repay all debt in accordance with the terms of the bond ordinance. The maturity of bonds issued should be the same or less than the expected life of the project for which the bonds were issued. To the extent possible, the city will seek level or declining debt repayment schedules.

2. Variable-Rate Securities

When appropriate, the city may choose to issue securities that pay a rate of interest that varies according to a pre-determined formula or results from a periodic remarketing of the securities. However, the city will avoid over use of variable-rate debt due to the potential volatility of such instruments.



Comprehensive Finance Management Policies

Figure 12c Debt Policy

Professional Services

The city's Finance Department shall be responsible for the solicitation and selection of professional services that are required to administer the city's debt program.

1. Bond Counsel

All debt issued by the city will include a written opinion by bond counsel affirming that the city is authorized to issue the proposed debt. The opinion shall include confirmation that the city has met all city and state constitutional and statutory requirements necessary for issuance, a determination of the proposed debt's federal income tax status and any other components necessary for the proposed debt.

2. Financial Advisor

A Financial Advisor(s) will be used to assist in the issuance of the city's debt. The Financial Advisor will provide the city with objective advice and analysis on debt issuance. This includes, but is not limited to, monitoring market opportunities, structuring and pricing debt, and preparing official statements of disclosure.

3. Underwriters

An Underwriter(s) will be used for all debt issued in a negotiated or private placement sale method. The Underwriter is responsible for purchasing negotiated or private placement debt and reselling the debt to investors. Underwriter(s) will also be used for a competitive sale method. Under a competitive sale, underwriters will submit proposals for the purchase of the new issue of municipal securities electronically and the securities are awarded to the underwriter presenting the lowest true interest cost (TIC) according to stipulated criteria set forth in the notice of sale.

4. Fiscal Agent

A Fiscal Agent will be used to provide accurate and timely securities processing and timely payment to bondholders. In accordance with Chapter 43.80 RCW, the city will use the Fiscal Agent that is appointed by the state.

5. Other Service Providers

The Finance Director will have the authority to periodically select other service providers (e.g., escrow agents, verification agents, trustees, arbitrage consultants, etc.) as necessary to meet legal requirements.

Method of Sale

The city will generally issue its debt through a competitive process but may use a negotiated process under the following conditions.

- The bond issue is, or contains, a refinancing that is dependent on market/interest rate timing.
- At the time of issuance, the interest rate environment or economic factors that affect the bond issue are volatile.



Comprehensive Finance Management Policies

Figure 12c Debt Policy

- The nature of the debt is unique and requires particular skills from the underwriter(s) involved.
- The debt issued is bound by a compressed time line due to extenuating circumstances such that time is of the essence and a competitive process cannot be accomplished.

Credit Ratings

The city will maintain good communication with bond rating agencies about its financial condition. This effort will include providing periodic updates on the city's general financial condition, coordinating meetings, and presentations in conjunction with a new issuance. The city will continually strive to maintain the highest possible bond ratings by improving financial policies, budgets, forecasts and the financial health of the city.

Credit enhancements may be used to improve or establish a credit rating on a city debt obligation. Credit enhancements should only be used if cost effective.

Refunding Debt

A debt refunding is a refinance of debt typically done to take advantage of lower interest rates. Unless otherwise justified, such as a desire to remove or change a bond covenant, a debt refunding will require a present value savings of three percent of the principal amount of the refunding debt being issued.

Investment of Bond Proceeds

The city will comply with all applicable federal, state and contractual restrictions regarding the investment of bond proceeds including the City of Bellevue Investment Policy.

Arbitrage Rebate Monitoring and Reporting

The city will, unless otherwise justified, use bond proceeds within the established time frame pursuant to the bond ordinance, contract or other documents to avoid arbitrage. Arbitrage is the interest earned on the investment of the bond proceeds above the interest paid on the debt. If arbitrage occurs, the city will pay the amount of the arbitrage to the Federal Government as required by Internal Revenue Service Regulation 1.148-11. The city will maintain a system of recordkeeping and reporting to meet the arbitrage rebate compliance requirement of the IRS regulation. For each bond issue not used within the established time frame, the recordkeeping shall include tracking investment earnings on bond proceeds, calculating rebate payments, and remitting any rebatable earnings to the federal government in a timely manner in order to preserve the tax-exempt status of the outstanding debt.



Comprehensive Finance Management Policies

Figure 12c Debt Policy

Covenant Compliance

The city will comply with all covenants stated in the bond ordinance, contract, etc.

Ongoing Disclosure

The Debt Manager shall be responsible for providing annual disclosure information to the Municipal Standards Rulemaking Board (MSRB) as required by state and national regulatory bodies. To comply with the Securities & Exchange Commission Rule 15c2-12 regulations, ongoing disclosure shall occur by the date designated in the bond ordinance, which is currently September 30 of each year for almost all of the city's bond issues. (Note: ongoing disclosure for the 1995 Limited Tax General Obligation bonds is due on July 31 of each year). Disclosure shall take the form of the Comprehensive Annual Financial Report (CAFR) unless information is required by a particular bond issue that is not reasonably contained within the CAFR.



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2019-2020 Budget

Proposed Revisions 9/26/2018

Waterworks Utility

Financial Policies

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INTRODUCTION

The Waterworks Utility is the financial consolidation of the Sewer, Storm & Surface Water and Water Utilities of the City of Bellevue for debt rating and coverage purposes as established in Ordinance No.'s 2169, 2845, 3158 and 4568. It pledges the strengths and revenues of the three separate Utilities for the common financial good while keeping each Utility financially separate for budgeting, rate-setting, revenues, expenditures, debt and accounting.

These "Financial Policies" apply uniformly to the Sewer, Storm & Surface Water and Water Utilities with few, unique exceptions which are identified separately. This update reflects changes consistent with current long-range financial planning, particularly with regard to renewal and replacement funding, the use of debt and rate policies. They supersede the Financial Policies, which were adopted under Resolution No. 5967 in 1995.

These policies do not stand-alone. They must be taken in context with the other major city and Utilities documents and processes. For instance, each Utility has its own System Plan, which documents its unique objectives, planning, operations and capital needs. These System Plans have historically had a 20-year planning horizon. Future System Plans will need to evaluate long term renewal and replacement of aging facilities, much of which were constructed in the 1950's and 1960's during periods of high growth rates and are approaching the end of their useful life. Life cycle costs should be considered in planning the future capital facilities and infrastructure needs.

The city has a seven-year city-wide Capital Investment Program (CIP) Plan which is updated with each biennial budget cycle. All major city capital projects are included. Generally, they are described as over \$25,000; involving new physical construction, reconstruction or replacement; and involving city funding. The CIP identifies the level and source of funding for each project. The CIP includes specific sections for each Utility which identify near-term capital projects consistent with each current Utility System Plan and several projects of general scope including renewal and rehabilitation, capital upgrades, response to growth and other system needs.

I. GENERAL POLICIES

A. *Fiscal Stewardship*

The Waterworks Utility funds and resources shall be managed in a professional manner in accordance with applicable laws, standards, city financial practices and these Financial Policies.

Discussion:

It is incumbent on Utility management to provide professional fiscal management of utility funds and resources. This requires thorough knowledge of and conformance with the city financial management processes and systems as well as applicable laws and standards. It also requires on-going monitoring of revenues and expenses in order to make decisions and report to city officials, as needed, regarding the status of Utilities financing. Independent financial review, analysis and recommendations should be undertaken as needed.

B. Self-sufficient Funding

Each Utility shall remain a self-supporting enterprise fund.

Discussion:

The revenues to each Utility primarily come from customer charges dependent on established rates. State law requires that utility funds be used only for utility purposes. Since each Utility has somewhat differing service areas, it is essential for ratepayer equity that they be kept financially separate and accountable. The city's General Fund can legally contribute to the Utility funds but does not. The city budgeting process includes a balanced and controlled biennial Utility budget. This requires careful preparation of expense and revenue projections that will be reviewed by city management, the Environmental Services Commission, the general public and the City Council prior to approval of any change in Utility rates.

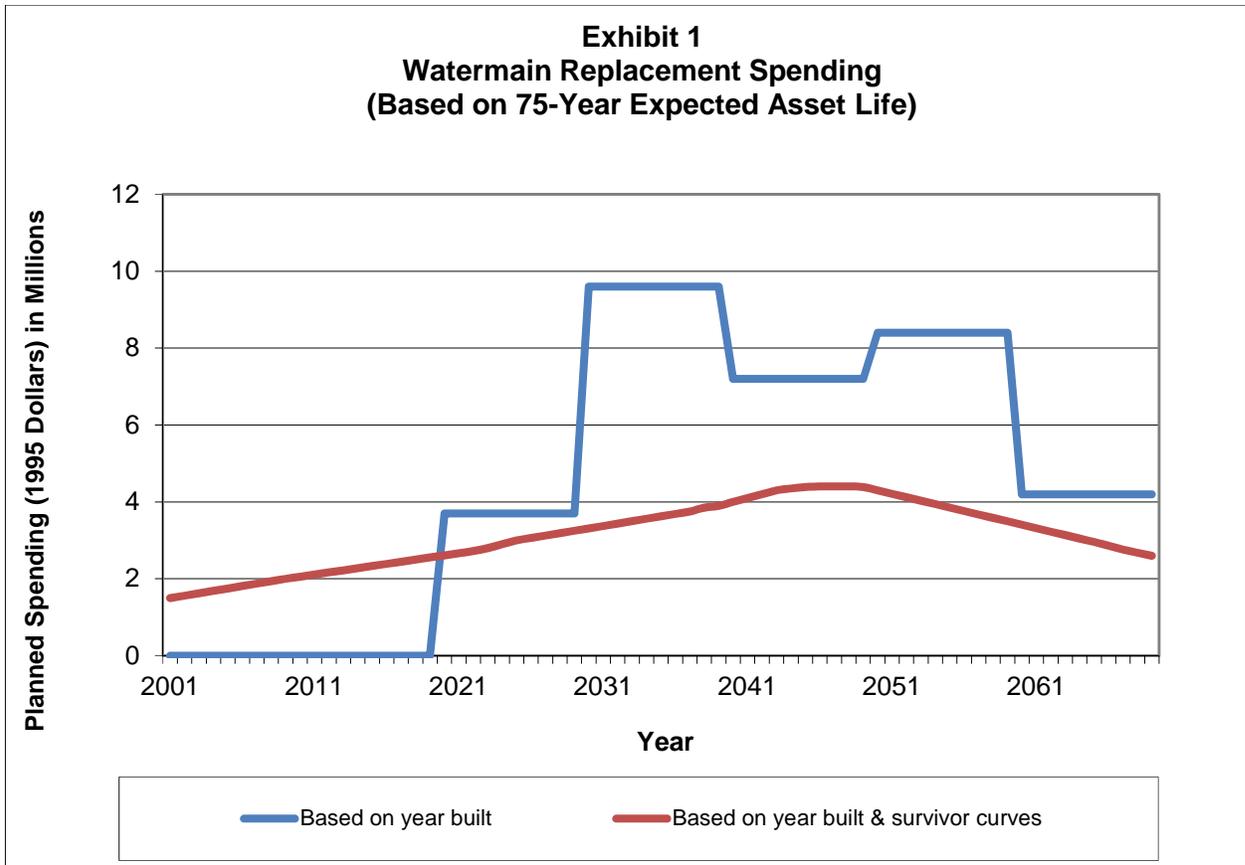
C. Comprehensive Planning Policies

The Water Utility System Plan shall be updated every six years as required by state statute; the Wastewater and Storm & Surface Water System Plans shall be updated as required by changed conditions or state statute, between every six to ten years. All Utility system plans shall use a 20-year planning horizon or greater, and shall consider life cycle costs to identify funding needs. Studies to analyze specific geographic areas or issues, such as Storm & Surface Water sub-basin plans, Wastewater capacity and flow studies, or Water pressure zone studies will be completed as required using similar criteria for planning infrastructure needs.

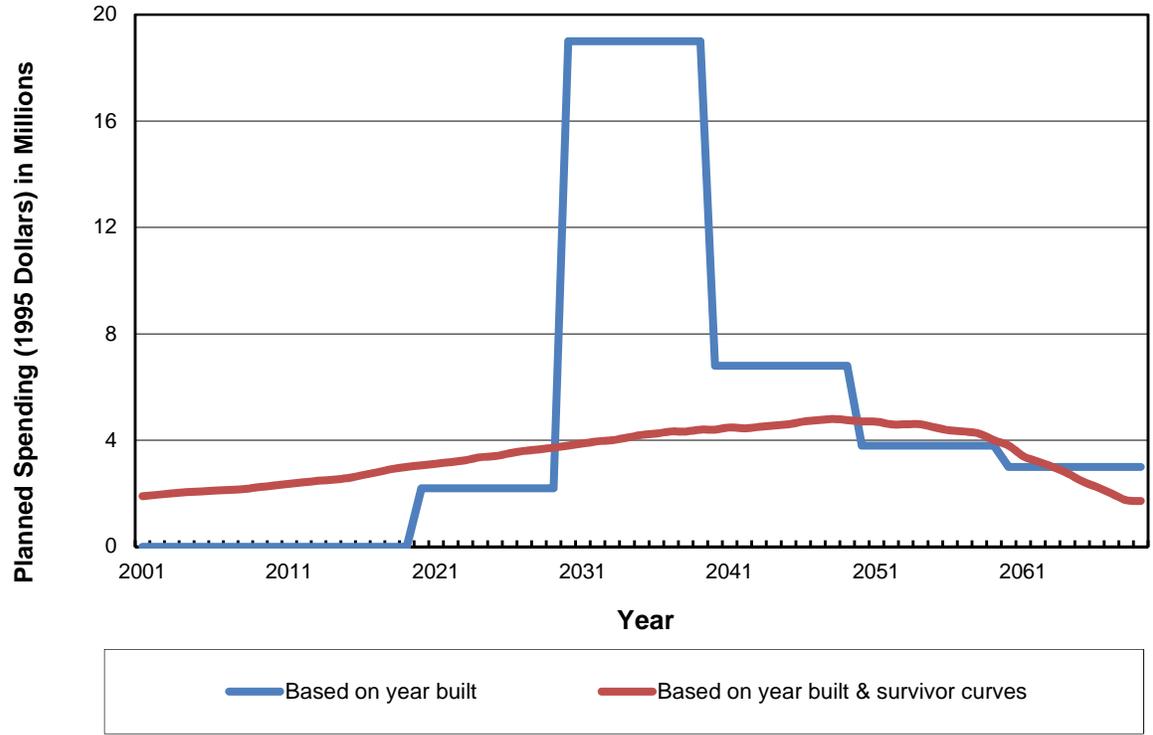
Substantial portions of the city utility systems were constructed in the 1950's and 1960's. These systems are approaching the end of their useful life as illustrated on the following Exhibit 1 - Watermain Replacement Spending and Exhibit 2 - Sewer main Replacement Spending. The storm & surface water infrastructure is of similar age but has not been graphed. It most likely has a relatively shorter expected life span. The object is to determine and follow a survivor curve replacement schedule rather than the replacement schedule based on age alone. Assumptions for survivor curves and useful lives are revisited periodically. These were assessed in 2004 and updated for the most recent engineering and financial findings. Significant changes include the adjustment of replacement costs to current price levels, categorization of pipe assets based on expected useful lives, and replacement of major non-pipe Utility assets such as pump stations and reservoirs. The Exhibits illustrate an example survival replacement curve based on preliminary estimates only. As real needs are determined, they will replace the estimated curves. Renewal and/or replacement will require substantial reinvestment in the future and have major rate impacts if large portions of the systems have to be replaced in relatively short periods of time. The actual useful life of underground utilities is difficult to determine and the best available data is needed to be able to plan for the orderly and timely renewal and/or replacement. For this purpose, the comprehensive plans need to have at least 20 year planning horizons and must address the aging of the Utility systems.

Long term system planning for the Utility systems is required in order to assure that future financial needs are anticipated and equitable funding plans can be developed. In order to keep funding plans current, utility system plans need to be updated between six and ten years. State law requires six years for water system plans. Wastewater system plans are not mandated to be updated on a six year cycle, however updating them between six and ten years is the common standard of practice. Stormwater system plans similarly have no state or federal mandate for

updating, however with the implementation of the NPDES General Permit, it is reasonable to expect significant changes within two 5-year permit terms to warrant a system plan update. Depending on the significance of the changes, the Storm system plan may require updating sooner than after two 5-year permit cycles. These Financial Policies will be reviewed and updated as needed.



**Exhibit 2
Sewermain Replacement Spending
(Based on 75-Year Expected Asset Life)**



II. CAPITAL INVESTMENT PROGRAM POLICIES

A. *General Scope*

The Utilities Capital Investment Program (CIP) will provide sufficient funds from a variety of sources for implementation of both short- and long-term capital projects identified in each Utility System Plan and the city-wide Capital Investment Program as approved by the City Council.

Financial planning for long-term capital investment shall be based on principles that result in smooth rate transitions, maintain high credit ratings, provide for financial flexibility and achieve inter-generational equity.

Discussion:

These near-term capital projects are usually identified in each Utility system plan which also provides the criteria and prioritization for determining which projects will be constructed. Several projects of general scope are also included to allow for on-going projects that are less specifically identified due to their more inclusive nature.

In addition to these near-term projects, funding should be provided for long-term capital reinvestment in the system to help minimize large rate impacts as the systems near the end of their useful life and have to be renewed or replaced. Ordinance No. 4783 established a Capital Facilities Renewal & Replacement (R&R) Account for each Utility to provide a funding source for this purpose. Other policies describe how this Account is to be funded and expended.

A reinvestment policy by itself, without some form of planned and needed expenditure, could lead to excessive or unneeded expenditures, or conversely unnecessary accumulations of cash reserves. The reinvestment policy needs to tie the planned expenditures over time with a solid, long-term financial plan that is consistent with these policies.

The actual needs for the renewal/replacement expenditures should relate to the on-going need to minimize system maintenance and operating costs consistent with providing safe and reliable service, the age and condition of the system components, and any regulatory or technical obsolescence. In essence, plant should be replaced when it is needed and before it fails. As such, the goal setting measure of how much is an appropriate annual or periodic reinvestment in renewals and replacement of existing assets should be compatible with the age and condition of the infrastructure and its particular circumstances.

WP0459C-ORD
06/27/95

ORIGINAL

CITY OF BELLEVUE, WASHINGTON

ORDINANCE NO. 4783

AN ORDINANCE creating utility capital replacement accounts for the Water, Sewer and Storm and Surface Water Utilities within the Utility Capital Investment Fund for the purpose of accumulating funding for long term replacement of utility facilities.

WHEREAS, the Utilities 1995 Cost Containment Study prepared by Financial Consulting Solutions Group, Inc. (FCSG) recommends that current utility rates recover from the ratepayers amounts which at a minimum are equal to the depreciated value of the original cost of utility facilities and at a maximum are amounts equal to the replacement value of utility infrastructure; and

WHEREAS, FCSG recommends that utility funds not needed for current expenditure be placed in a replacement account to be used in the future in combination with current revenues and/or debt financing to replace capital facilities nearing the end of their useful life; and

WHEREAS, implementation of FCSG's recommendations would promote intergenerational rate equity and provide more stable rates to customers over the long term; and

WHEREAS, the Council desires to make an initial, 1995 deposit of \$600,000 in savings from the Water Fund into the new capital replacement account for the Water Utility; now, therefore,

THE CITY COUNCIL OF THE CITY OF BELLEVUE, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. The purpose of this ordinance is to establish capital facilities replacement accounts within the Utility Capital Investment Fund in order to assure a future funding source for replacement of utility facilities nearing the end of their useful life. The City Council will determine each year, as part of the adoption of the utilities operating budgets, how much, if any, utility revenue during the upcoming year shall be designated for transfer to a replacement account. The City Council may also authorize the receipt of other funds directly into these capital facility replacement accounts. Once deposited the funds will accumulate with interest. The decision regarding when and how to utilize such accumulated funds for the replacement of utility facilities will be made as part of the Utility Comprehensive Plans and Utility Capital Investment Program approval process.

ORIGINAL

WP0459C-ORD
06/27/95

Section 2. The following new accounts are established in the Utility Capital Investment Fund:

Capital Facilities Replacement Account - Sewer
Capital Facilities Replacement Account - Water
Capital Facilities Replacement Account - Storm and Surface Water

Section 3. There is hereby authorized the 1995 transfer from the Water Utility Operating Fund to the Capital Facilities Replacement Account - Water the amount of \$600,000.

Section 4. This ordinance shall take effect and be in force five days after its passage and legal publication.

PASSED by the City Council this 24th day of July, 1995, and signed in authentication of its passage this 24th day of July, 1995.

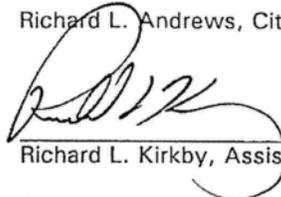
(SEAL)



Donald S. Davidson, DDS, Mayor

Approved as to form:

Richard L. Andrews, City Attorney



Richard L. Kirkby, Assistant City Attorney

Attest:


Myrna L. Basich, City Clerk

Published July 28, 1995

B. Funding Levels

Funding for capital investments shall be sustained at a level sufficient to meet the projected 20-year (or longer) capital program costs.

Funding from rate revenues shall fund current construction and engineering costs, contributions to the Capital Facilities Renewal and Replacement (R&R) Account, and debt service, if any.

Inter-generational equity will be assured by making contributions to and withdrawals from the R&R Account in a manner which produces smooth rate transitions over a 20-year (or longer) planning period.

On an annual basis, funding should not fall below the current depreciation of assets expressed in terms of historical costs less any debt principal payments.

Discussion:

These policies are based on the experience gained by developing a long-term Capital Replacement Funding Plan. In absence of such a plan, the range of capital investment funding should fall between the following minimum and maximum levels:

The minimum annual rate funding level would be based on the current depreciation of assets expressed in terms of historical costs, less any debt principal payments.

The maximum annual rate funding level would be based on the current depreciation of assets expressed in terms of today's replacement costs, less any debt principal payments.

The minimum level based on historical cost depreciation approximates the depletion of asset value. Some of the cost may already be in the rates in the form of debt service. Depreciation less debt principal repayment provides a minimum estimate of the cost of assets used. Any funding level below this amount defers costs to future rate payers and erodes the Utility's equity position, which puts the Utility's financial strength and viability at risk.

The maximum level based on replacement cost depreciation represents full compensation to the utility, in terms of today's value, for the depletion of assets. The replacement cost depreciation, again less debt principal repayment, provides a ceiling to an equitable definition of "cost of service".

The purpose of long-term capital reinvestment planning is to establish a target funding level which is based on need and to assure that funds will be available for projected capital costs in an equitable manner. The best projection of the needed capital reinvestment is based on a "survival curve" approach, approximating the timing and cost of replacing the entire system. This defines the projected financial needs and allows determination of equitable rate levels, funding levels for current capital construction and engineering, contributions to and withdrawals from the R&R Account, and the use of debt, if any. It also provides a means to project depreciation on both historical cost and replacement cost basis which are used to calculate minimum and maximum funding levels, debt to fixed asset ratios, and debt coverage levels, if debt is used. These later measures can be used to assure that the financial plan meets conventional standards.

C. Use of Debt

The Utilities should fund capital investment from rates and other revenue sources and should not plan to use debt except to provide rate stability in the event of significantly changed circumstances, such as disasters or external mandates.

Resolution No. 5759 states that the City Council will establish utility rates/charges and appropriations in a manner intended to achieve a debt service coverage ratio (adjusted by including city taxes as an expense item) of approximately 2.00". Please note that the Moody's Investor Services rating should be Aa2 (not Aa as stated in Resolution No. 5759).

Discussion:

The Utilities are in a strong financial position and have been funding the Utility Capital Investment Program from current revenues for a number of years. The current 20 year and 75 year capital funding plans conclude that the entire long-term renewal and replacement program can be funded without the use of debt if rates are planned and implemented uniformly over a sufficient period. Customers will pay less over the long-term if debt is avoided, unless it becomes truly necessary due to unforeseen circumstances such as a disaster or due to changes in external mandates. Having long-term rate stability also assures inter-generational equity without the use of debt because the rate pattern is similar to that achieved by debt service.

Use of low interest rate debt such as the Public Works Trust Fund loans, by offering repayment terms below market rates, investment earnings or even inflation, should be viewed as a form of grant funding. When available or approved, such sources should be preferred over other forms of rate or debt funding, including use of available resources. Since such reserves would generate more interest earnings than the cost of the loan, the city's customers would be assured to benefit from incurring such debt.

WP0254C-RES
03/03/94

CITY OF BELLEVUE, WASHINGTON

RESOLUTION NO. 5759

A RESOLUTION relating to financial policy for the Waterworks Utility and adopting a debt service coverage policy for the Waterworks Utility

WHEREAS, the City of Bellevue is consistently recognized for its prudent financial management; and

WHEREAS, the City of Bellevue's Water and Sewer Bonds are currently rated Aa by Moody's Investor Services and AA- by Standard & Poor's Corporation, which are considered to be excellent ratings; and

WHEREAS, these excellent ratings result in lower interest costs on the City's Water and Sewer bonds, which, in turn, may result in lower water, sewer and storm drainage costs; and

WHEREAS, it is important to the rating agencies and to the financial community that the City articulate its financial goals for its Waterworks Utility; and

WHEREAS, a desirable debt service coverage ratio, the ratio of revenues available for debt service to the annual debt service requirement, positively affects the Utility's bond ratings; and

WHEREAS, the City Council deems it in the City's best interest to establish a debt service coverage policy target for the purpose of protecting its current bond rating and to allow for the development of financial projections, NOW, THEREFORE,

THE CITY COUNCIL OF THE CITY OF BELLEVUE, WASHINGTON, DOES RESOLVE AS FOLLOWS:

Section 1. The City Council hereby adopts the following debt service coverage policy for the bonds issued by the City's Waterworks Utility.

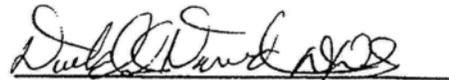
The City Council will establish utility rates/charges and appropriations in a manner intended to achieve a debt service coverage ratio (adjusted by including City taxes as an expense item) of approximately 2.00. The City Council authorizes the Waterworks Utility to utilize this policy in development of pro

WP0254C-RES
03/03/94

forma projections which will be disseminated to the bond rating agencies and to the financial community generally.

PASSED by the City Council this 7th day of March,
1994, and signed in authentication of its passage this 8th day of
March, 1994.

(SEAL)


Donald S. Davidson, DDS, Mayor

Attest:


Myrna L. Basich, City Clerk

D. Capital Facilities Renewal & Replacement (R&R) Account

1. Sources of Funds

Revenues to the R&R Account may include planned and one-time transfers from the operating funds, transfers from the CIP Funds above current capital needs, unplanned revenues from other sources, Capital Recovery Charges, Direct Facility Connection Charges and interest earned on the R&R Account.

2. Use of Funds

Funds from the R&R Account shall be used for system renewal and replacement as identified in the CIP. Because these funds are invested, they may be loaned for other purposes provided repayment is made consistent with the need for these funds and at appropriate interest rates. Under favorable conditions, these funds may be loaned to call or decrease outstanding debt.

3. Accumulation of Funds

The R&R Account will accumulate high levels of funds in advance of major expenses. These funds will provide rate stability over the long-term when used for this purpose and **should not be used for rate relief.**

Discussion:

Revenues from Capital Recovery Charges, Direct Facility Connection Charges and interest earned on the R&R Account are deposited directly into the R&R Account. Other transfers are dependent on the long-term financial forecast, current revenues and expenses, and CIP cash flows. The long-term financial forecast projects a certain funding level for the transfers to the CIP and the R&R Accounts. Rates should be established consistent with this long-term financial plan and will generate the funds for such transfers. Setting rates at lower levels may result in current rate payers contributing less than their fair share for long-term equity.

R&R Account funds must only be used for the purpose intended; that is, the long-term renewal and replacement of the utility systems. They may be used for other purposes if it is treated as a loan, which is repaid with appropriate interest in time for actual R&R needs for those funds.

These accounts are each projected to accumulate tens of millions of dollars in order to meet the anticipated costs for the actual projects at the time of construction. It is the intent of these policies that these reserve funds will not be used for other purposes or to provide rate relief because that would defeat the long-term equity and could lead to the need for the use of debt to fund the actual needs when they occur.

III. SYSTEM EXPANSION AND CONNECTION POLICIES

A. *Responsibilities*

Those seeking or who are required to have Utility service are responsible for extending and/or upgrading the existing Utility systems prior to connecting.

Discussion:

It is the responsibility of the party seeking Utility service to make and pay for any extensions and/or upgrades to the Utility systems that are needed to provide service to their property. The extensions or upgrades must be constructed to city standards and requirements. This is typically accomplished through a Developer Extension Agreement with the city wherein requirements are documented, standards are established, plans are reviewed, and construction is inspected and approved. Service will not be provided until these requirements are met.

The philosophical underpinning of this policy is that “growth pays for growth”. Historically, developers constructed much of the city’s utility infrastructure. If the infrastructure eventually would benefit more than the initial developer, the Utility signed a Latecomer Agreement to reimburse the original financier from charges to those connecting and receiving benefit at a later point in time. When the cost to extend and/or upgrade the system to accommodate development or redevelopment is beyond the means of a single developer, the Utility has employed a variety of methods to assist in the construction of the necessary infrastructure. Local Improvement Districts (LID’s) historically have been used to provide financing for infrastructure for new development, with the debt paid over time by the property owners. Most of the older Utilities infrastructure was financed by this method.

The Utility has in some cases up-fronted the infrastructure construction for new development or redevelopment from rate revenues which are later reimbursed with interest, in whole or in part, by subsequent development through direct facility connection charges (see Cost Recovery Policy). Examples are the water and sewer infrastructure for Cougar Mountain housing development and Central Business District (CBD) redevelopment. Another example is the use of the Utility’s debt capacity to provide for development infrastructure whereby the city sells bonds at lower interest rates than can private development, constructs the infrastructure, and collects a rate surcharge from the benefited area to pay off the bonds. Examples of this type of financing include the Lakemont development drainage infrastructure and the Meydenbauer Drainage Pipeline in the CBD.

B. *Cost Recovery*

The Utility shall establish fees and charges to recover Utility costs related to: (1) development services, and (2) capital facilities that provide services to the property.

The Utility may enter into Latecomer Agreements with developers for recovery of their costs for capital improvements, which benefit other properties in accordance with state law. The Utility will add an administrative charge for this service.

Discussion:

In general, Utility costs related to development services are recovered through a variety of fees and charges. There are fixed rates for some routine services based on historical costs and inflation. There are fixed plus direct cost charges and applicable overhead for developer

extension projects to cover the lengthy but variable level of development review and inspection typically required to implement these projects. These rates are reviewed periodically to ensure that the cost recovery is appropriate.

When the means of providing the infrastructure to serve a new development or redevelopment are beyond the means of a single developer, the Utility may elect to assist the developer by using: LID's, Latecomer Agreements, special debt (to be paid by special rate surcharges), up-fronting the costs from Utility rate revenues (to be reimbursed by future developers with interest through direct facility connection charges), or other lawful means. It is the intent of this policy to fully recover these costs, including interest, so as to reimburse the general rate payer.

Latecomer charges allow cost recovery for developers and private parties, for facilities constructed at their own expense and transferred to the Utility for general operation. Properties subsequently connecting to those systems will pay a connection charge that will be forwarded to the original individual or developer or the current owner depending on the terms of the Latecomer Agreement. The Utility collects an overhead fee on this charge for processing the agreements and repayments.

C. Use of Revenues

All capital-related revenues such as Capital Recovery Charges and Direct Facility Connection Charges should be deposited in the Capital Facilities Renewal & Replacement Accounts.

Discussion:

Capital Recovery Charges are collected from all newly developed properties in the form of monthly rate surcharges over a ten-year period to reimburse the Utility for historical costs that have been incurred by the general rate base to provide the necessary facilities throughout the service area. These Capital Recovery Charges should be deposited in the Capital Facilities Renewal & Replacement Accounts.

Direct Facility Connection Charges are collected for capital improvements funded by the city as described above in Section 2 under Cost Recovery. The total cost of the improvement is allocated to the area of benefit and distributed on an equitable basis such as per residential equivalent unit. Interest is collected in accordance with state law.

D. Affordable Housing Consideration

The Utility shall base connection charges on the number of units allowed under the basic zoning. Only incremental cost increases will be charged to affordable housing units.

Discussion:

The city has adopted bonus density incentives for developers to build units specifically for affordable housing. Under historical practices these additional units would have been charged the same connection fee as all other units, resulting in a lower cost per unit for all units. While this is fair, it does not create any incentive to develop affordable housing. By charging only the incremental increased facility cost to the affordable housing units, all developers who include an affordable housing component will experience no increase in cost because of the affordable bonus density units. The cost per unit for affordable units is thereby reduced. The cost per unit for all other units, based on underlying land use zoning, remains unchanged.

IV. RATE POLICIES

A. Rate Levels

Rates shall be set at a level sufficient to cover current and future expenses and maintain reserves consistent with these policies and long-term financial forecasts.

Changes in rate levels should be gradual and uniform to the extent that costs (including CIP and R&R transfers) can be forecast.

Cost increases or decreases for wholesale services shall be passed directly through to Bellevue customers.

Local and/or national inflation indices such as the Consumer Price Index (CPI) shall be used as a basis for evaluating rate increases.

At the end of the budget cycle, fund balances that are greater than anticipated and other one-time revenues should be transferred to the R&R account until it is shown that projected R&R account funds will be adequate to meet long-term needs, and only then used for rate relief.

Discussion:

A variety of factors including rate stability, revenue stability, the encouragement of practices consistent with Utility objectives and these Waterworks Utility Financial Policies are considered in developing Utility rates. The general goal is to set rates as low as possible to accomplish the on-going operations, maintenance, repair, long-term renewal and replacement, capital improvements, debt obligations, reserves and the general business of the Utility.

Long-range financial forecast models have been developed for each of the Utilities, which include estimated operating, capital and renewal/replacement costs for a 75-year period in order to plan for funding long-term costs. Operating costs are assumed to remain at the same level of service and don't include impacts of potential changes due to internal, regional or federal requirements. Capital costs, including renewal/replacement, are projected based on existing CIP costs and approximated survival curves for the infrastructure. The models are used to project rate levels that will support the long-term costs and to spread rate increases uniformly over the period. This is consistent with the above policy that changes in rate levels should be gradual and uniform. Uniform rate increases help ensure that each generation of customers bears their fair share of costs for the long-term use and renewal/replacement of the systems.

The biennial budget process provides an opportunity to add to or cut current service levels and programs. The final budget, with the total authorized expenses including transfers to the CIP Fund and the R&R Account, establishes the amount of revenue required to balance the expenses. A balanced budget is required. The budgeted customer service revenue determines the level of new rates. For example, if the current rates do not provide sufficient revenues to meet the projected expenses, the costs have to be reduced or the rates are increased to make up the shortfall.

For purposes of these policies, wholesale costs are defined as costs to the Utilities from other regional agencies such as the Seattle Public Utilities and/or the Cascade Water Alliance (CWA), and King County Department of Natural Resources for sewer treatment and any agreed upon Storm & Surface Water programs. Costs which are directly based on the Utilities' revenues or budgets such as taxes, franchise fees and reserve levels that increase proportionally to the

wholesale increases are included within the definition of wholesale costs.

B. Debt Coverage Requirements

Utility rates shall be maintained at a level necessary to meet minimum debt coverage levels established in the bond covenants and to comply with Resolution No. 5759 which establishes a target coverage ratio of 2.00.

Discussion:

In 1994, the council adopted Resolution No. 5759 that established a policy, which mandates the Utilities to maintain a target combined debt coverage ratio of approximately 2.00, to further protect the city's historically favorable Utility revenue bond ratings.

C. Frequency of Rate Increases

Utility rates shall be evaluated annually and adjusted as necessary to meet budgeted expenses including wholesale cost increases and to achieve financial policy objectives.

Discussion:

In 1996, the city changed to a biennial budget process and adopted a two-year Utilities budget including separate rates for 1997 and 1998. This practice will continue on a biennial basis. However, Utility rates will be evaluated on an annual basis and adjusted as necessary to ensure that they are effectively managed to achieve current and future financial policy objectives. Annual rate reviews will include preparation of forecasts covering a twenty-year period for Utility revenues, expenditures, reserve balances and analysis of the impact of various budgetary elements (i.e. CIP transfers, R&R Account transfers, debt service costs, debt coverage levels, operating expenses, and reserves) on both current and future rate requirements.

D. Rate Structure - Sewer

The Sewer Utility rate structure will be based on a financial analysis considering cost-of-service and other policy objectives, and will provide for equity between customers based on use of the system and services provided.

Discussion:

In 1993, a Sewer Rate Study was performed that resulted in the council approval of a two-step, volume-based rate structure for single-family customers based on winter average metered water volumes instead of the traditional flat rate structure. Flat rate structures were seen as inequitable to low-volume customers who paid the same amount as high volume customers. Rates are based on the level of service used, rather than the availability of service.

The revenue requirements are based on the "average" single-family winter average volume calculated annually from the billing database. The charge for an individual customer is based on their winter average and then charged at that level each bill for the entire year to avoid charging for irrigation use. The customer's winter average is based upon the prior year's three winter bills because the current year's bills include winter months, which would result in the average constantly changing. Customers without prior winter averages to use for a basis are charged at the "average" volume until they establish a "winter-average" or sufficient evidence that their use is significantly different than the "average".

E. Rate Structure - Storm & Surface Water

The Storm & Surface Water Utility rate structure will be based on a financial analysis considering cost-of-service and other policy objectives, and will provide adjustments for actions taken under approved city standards to reduce related service impacts.

Discussion:

In the existing Storm & Surface Water rate structure, customer classes are defined by categories of development intensity, i.e., *undeveloped*, *lightly developed*, *moderately developed*, *heavily developed* and *very heavily developed*. Based on theoretical run-off coefficients for each of these categories, higher rates are charged for increasing degrees of development to reflect higher run-off resulting from that development. Under this structure, billings for both residential and non-residential customers are determined by total property area and rates assigned to applicable categories of development intensity. Customers providing on-site detention to mitigate the quantity of run-off from their property receive a credit equal to a reduction of one rate level from their actual development intensity. Property classified as "wetlands" is exempt from Storm & Surface Water service charges.

Large properties, over 35,000 square feet, with significantly different levels of intensity of development may be subdivided for rate purposes in accordance with Ordinance No. 4947. In addition, properties with no more than 35,000 square feet of developed area in the light and moderate intensity categories may, at the option of the owner, defer charges for that portion of the property in excess of 66,000 square feet. The property owner may apply for a credit against the Storm & Surface Water charge when they can demonstrate that the hydrologic response of the property is further mitigated through natural conditions, on-site facilities, or actions of the property owner that reduce the city's costs in providing Storm & Surface Water quantity or quality services.

Future design of a water quality rate component will also use cost-of-service principles to assign defined water quality costs to customer classes, according to their proportionate contribution to Utility service demand. It is anticipated that these rate structure revisions will also provide financial incentives to customers taking approved actions to mitigate related water quality impacts.

F. Rate Structures - Water

The water rate structure will be based on a financial analysis considering cost-of service and other policy objectives, and shall support water conservation and wise use of water resources.

Discussion:

The water rate structure consists of fixed monthly charges based on the size of the customer's water meter and volume charges, which vary according to customer class and the actual amount of water that the customer uses. There are three different meter rate classifications: domestic, irrigation and fire standby. The different charges are based on a cost-of-service study.

State law and the wholesale water supply contract require the Utility to encourage water conservation and wise use of water resources. Seattle first established a seasonal water volume rate structure for this purpose in 1989 with higher rates in the summer than in the winter. In 1990, based on a water rate study and the desire to provide a conservation-pricing signal to our

customers, the city adopted an increasing block rate structure for local volume rates. The rate structure was revised in 1991 to pass through an increase in wholesale water costs, which also included a higher seasonal water rate for summer periods. The block water rate structure was revised again in 1997 and in 2015, to incorporate new cost-of-service results.

An increasing block rate structure, charges higher unit rates for successively higher water volumes used by the customer. The current rate structure has four rate steps for single-family customers, based on metered water volumes. All irrigation-metered water is charged at a separate, higher rate. Because multi-family and commercial classes do not fit well in an increasing block rate approach due to wide variations in their size and typical water use requirements, seasonal rates, with and without irrigation, were established for these customers. This rate structure will be thoroughly reviewed, as more historical information is available on the effect of the increasing block and seasonal rate structure.

In 1997, an additional category of fire protection charges was added for structures and facilities that benefit from the city water system but are not otherwise being charged for water service. For example, a number of homes are on private wells but are near a city-provided fire hydrant and enjoy the additional benefit of fire protection yet didn't pay for the benefit on a water bill. The charge is based on an equivalent meter size that would normally serve the facility. It also applies to facilities that have terminated water service but still stand and require fire protection, such as homes or buildings that are not occupied.

G. Rate Equity

The rate structure shall fairly allocate costs between the different customer classes. Funding of the long-term Capital Investment Program also provides for rates that fairly spread costs over current and future customers.

Discussion:

As required under state law, Utility rates will provide equity in the rates charged to different customer classes. In general, rates by customer class are designed to reflect the contribution by a customer group to system-wide service demand, as determined by cost-of-service analysis. The RCW also authorizes utility rates to be designed to accomplish "any other matters, which present a reasonable difference as a ground for distinction". For example, increasing water rates for irrigation and higher levels of use is allowed to encourage the wise use and conservation of a valuable resource. Formal rate studies are periodically conducted to assure ongoing rate equity between customer classes and guide any future rate modifications necessary to support changing Utility program or policy objectives.

Contributions from current rates to the R&R Account also provide equity between generations of rate payers by assuring that each user pays their fair share of capital improvements, including renewal and replacement, over the long-term. (See sections B and D under the Capital Investment Program Policies).

H. Rate Uniformity

Rates shall be uniform for all utility customers of the same class and level of service throughout the service area. However, special rates or surcharges may be established for specific areas, which require extraordinary capital investments and/or maintenance costs. Revenues from such special rates or surcharges and expenses from capital investments and/or extraordinary maintenance shall be accounted for in a manner to assure that they are used for the intended purposes.

Discussion:

The city Water and Sewer Utilities originally formed by assuming ownership of three separate operating water districts and two sewer districts. In the assumption agreements, each included a provision that requires the Utility to uniformly charge all customers of the same class throughout the entire service area. The basic rates are set for all customers, inside and outside of the city, except for local utility taxes in Bellevue and Medina, and franchise fees in Clyde Hill, Hunts Point, Medina, and Yarrow Point. Unlike the Water and Sewer Utilities, the Storm & Surface Water Utility only serves areas within the city limits.

Under state law, Utilities are required to charge uniform rates to all customers in a given customer class, regardless of property location within the service area. The only exception permitted is for certain low-income customers (see below).

However, when conditions in particular service areas require extraordinary capital improvement or maintenance costs to be incurred, special rates or surcharges may be adopted to recover those costs directly from properties contributing to the specific service demand, instead of assigning that cost burden to the general Utility rate base. This will only apply for costs above and beyond normal operations, maintenance and capital improvements. For example, rate surcharges were used to recover debt service costs for capital facilities in Lakemont and the CBD. An additional rate surcharge for Lakemont properties was collected for extraordinary maintenance costs of the storm water treatment facility.

I. Rate Assistance

Rate assistance programs shall be provided for specific low-income customers as permitted by state law.

Discussion:

Continual increases in all utility rates have had a significant impact on low-income customers. The city has adopted a rate discount or rebate program for disabled customers and senior citizens over 62 years old and with income below certain levels as permitted under state law and defined in Ordinance No. 4458. It has two levels, one discounting Utility rates by 40 percent and the other level by 75 percent, based on the customer's income level. Customers that indirectly pay for Utility charges through their rent can obtain a rebate for the prior year's Utility charges on the same criteria. The city also rebates 100 percent of the Utility Tax for these customers. The cost of this program is absorbed in the overall Utility expenses and is recovered through the rate base. The General Fund provides for the Utility tax relief.

There are other low-income customers who are less than 62 years old and currently receive no Utility rate relief. However, the city has instituted a separate rebate of Utility taxes for qualified low-income citizens.

V. OPERATING RESERVE POLICIES

A. Operating Reserve Levels

The Utilities' biennial budget and rate recommendations shall provide funding for working capital, operating contingency, and plant emergency reserve components on a consolidated basis in accordance with the attached Summary of Recommended

Consolidated Reserve Levels table and as subsequently updated.

Discussion:

Utility resources not spent for operations remain in the fund and are referred to as reserves. At the end of each year, these funds are carried forward to the next year's budget and become a revenue source for funding future programs and operations. Under the terms of this policy, the Utility budget is targeted to include a balance of funds for the specific purposes stated above. While included in the total operating budget, these reserves will only be available for use pursuant to these reserve policies. Setting aside these budget resources in the reserve balance will help to ensure continued financial rate stability in future Utility operations and protect Utility customers from service disruptions that might otherwise result from unforeseen economic or emergency events.

The working capital reserve is maintained to accommodate normal cyclical fluctuations within the two month billing cycle and during the budget year. These are higher for Water than for Sewer and Storm & Surface Water due to more variable revenues and expenditures. They are described in terms of a number of days of working capital as a percentage of a full-year's budget.

The operating contingency reserve protects against adverse financial performance or budget performance due to variations in revenues or expenses. Again, the Water Utility is most susceptible to year-to-year variations in water demand. They are described in terms of percentages of budgeted wholesale costs and operations and maintenance (O&M) costs.

The plant emergency contingency reserve provides protection against a system failure at some reasonable level. The Storm & Surface Water Utility requires the largest reserve due to the risk of major flood damage to Utility facilities. Water and Sewer Utilities protect against the cost of a major main break or failure. These do not protect against the loss of facilities that are covered by the city's Self-Insurance to which the Utilities pay annual premiums nor are they sufficient to respond to a major disaster, such as a major earthquake.

The reserves of the three utilities have historically been treated separately. This protects against cross-subsidy, thereby retaining rate equity for each utility, each of which has different customers. However, it results in higher reserve targets, with more funds retained than otherwise may be needed. Sharing risks among utilities can reduce reserves. This does not require that reserves actually be consolidated into a single fund, but simply that individual reserve targets reflect the strength provided by the availability of cross-utility support. Under the "consolidated" scenario, cash shortfalls in one reserve could be funded through inter-utility loans, to be repaid from future rates. The likelihood that a serious shortfall would occur in more than one fund at the same time is slight and the benefits of lower overall reserve levels will benefit rate payers. Also, the rate policies and the debt coverage policy will ensure that there will be a strong financial response to any significant shortfall. The risk is considered a prudent financial policy.

Summary of Recommended Consolidated Reserve Levels*

Type of Reserve	Water		Wastewater		Storm Drainage	
	Basis	Level	Basis	Level	Basis	Level
Working Capital – Reserves against revenue and expense fluctuations within the 2 month billing cycle and during the budget year.	48 days of budgeted O&M costs (excludes debt service, capital funding).	\$6,086,500	30 days of Metro costs and 20 days of City O&M costs (excludes debt service, capital funding).	\$3,700,600	29 days of budgeted O&M costs (excludes debt service, capital funding).	\$1,050,000
Operating Contingency – Reserves against annual budget shortfalls due to poor financial performance.	7.5% of water purchase costs and 11.0% of other water O&M costs.	\$4,368,500	2.0% of Metro costs and 5.0% of other wastewater O&M costs.	\$1,477,800	2.5% of O&M costs.	\$330,400
Plant Emergency Contingency – Reserves against failure of a major facility or piece of equipment.	Cost for repair of water main break.	\$100,000	Cost of repair for wastewater main break.	\$100,000	Based on potential net cost of flood damage.	\$500,000
Less: Allowance for duplicating or offsetting reserves	None.	\$0	Working Capital and Operating Contingency include offsetting reserves equal to 2.0% of all O&M.	(\$1,005,500)	None.	\$0
Less: Allowance for consolidating reserves	2.5% of O&M expenses for interfund charges between utilities.	(\$640,900)	1.0% City O&M for interfund charges between utilities.	(\$157,400)	1.0% of City O&M for interfund charges between utilities.	(\$132,100)
	Share of reduced plant emergency reserve.	(\$15,000)	Share of reduced plant emergency reserve.	(\$15,000)	Share of reduced plant emergency reserve.	(\$70,000)
	Lesser of min. working capital or plant emergency reserves.	(\$85,000)	Lesser of min. working capital or plant emergency reserves.	(\$85,000)	Lesser of min. working capital or plant emergency reserves.	(\$220,000)
Total		\$9,814,100		\$4,015,500		\$1,458,300

* - Reserve levels based on proposed 2019 Utility budgets.

For this purpose, O&M costs are the entire annual operating budget of the Utility less the annual debt service, Capital Investment Program transfers and R&R Account transfers. Independent reserve levels are the levels that would be required by an individual Utility Fund (Water, Sewer and Storm & Surface Water) at any point in time to cover financial obligations if any one of the three reserve components were called for; i.e., working capital, operating contingency or plant emergency. At any single time, the full independent reserve levels should be available for the individual stated purpose, again because it is unlikely that all three components would be called for at once. For example, the Water Utility needs \$100,000 available for an emergency repair but it is not likely that the Sewer Utility will need \$100,000 and the Storm & Surface Water Utility will need \$500,000 all at the same point in time.

The consolidated basis is for budget and rate setting purposes only, to reduce the total revenue requirement by considering the reserve risk shared between the three utilities. The dual reserve levels should be considered as circumstances evolve.

In 2004, the Financial Consulting Solution Group (FCSG) performed an analysis of recommended changes to the Water Utility's working capital and operating contingency reserves to reflect the new wholesale water contract with CWA and to update reserve levels for current conditions. Under the new contract, billing practices for wholesale costs have changed as follows:

1. CWA payment occurs before the associated revenues are collected, resulting in a greater lag between wholesale expense and when revenues are collected.
2. CWA payments are distributed over the whole year based on predetermined percentages and not based on actual consumption during the year. Due to seasonal revenue variation, there is an accumulative deficit in revenues prior to the peak revenue period.

In addition, the total costs to Bellevue are now largely fixed for the year due to the "take or pay" nature of the contract between CWA and Seattle Public Utilities. This shifts the risk during a poor water sales year to the city since there will not be a corresponding reduction in water purchase costs when water sales are down.

Changes in both billing practices as well as the fixed nature of the wholesale costs will result in an increase in required reserves for working capital and operating contingency for the Water Fund.

As part of their 2004 analysis, FCSG recommended increasing working capital operating reserve requirements for the Water fund from 48 days of budgeted O&M costs (excluding debt service and capital funding) to 70 days. The change was primarily related to an expected increase in seasonal revenue variation resulting from Cascade's fixed monthly billing percentages. However, our experience has been that since implementing the change in 2005 there has been essentially no increase in seasonal revenue variation. As a result, beginning in 2011, working capital operating reserve requirements for the Water fund will be reduced from 70 days of budgeted O&M costs (excluding debt service and capital funding) to the original level of 48 days.

B. *Management of Operating Reserves*

Related to the recommended target reserve levels, a working range of reserves is established with minimum and target levels. Management of reserves will be based on the level of reserves with respect to these thresholds, as follows:

Above target - Reserve levels will be reduced back to the target level by transferring excess funds to the R&R Accounts in a manner consistent with the long-range financial plan.

Between Minimum and Target - Rate increases would be imposed sufficient to ensure that: 1) reserves would not fall below the minimum in an adverse year; and 2) reserves would recover 50% of the shortfall from target levels in a normal year. Depending on the specific circumstances, either of these may be the constraint, which defines the rate increase needed.

Below Minimum - Rate increases would be imposed sufficient to ensure that even with adverse financial performance, reserves would return at least to the minimum at the end of the following year. To meet this "worst case" standard, a year of normal performance would be likely to recover reserve levels rapidly toward target levels.

Negative Balance - Reserves would be borrowed from another utility to meet working capital needs. Similar to the "below minimum" scenario, rate increases would be imposed sufficient to ensure that even with adverse financial performance, reserves would return from the negative balance to at least the minimum target at the end of the following year, which would allow for loan repayment within that time frame.

Discussion:

"Adverse financial performance" or "worst case" are defined by the 95% confidence interval based on historical patterns. The worst-case year is currently defined as a year with sales volumes 15% below the sales volume for a normal year. This was determined by using statistical measurements of sales volumes for 18 years with a 95% confidence interval. That is, in any given year there is only a 5% chance that the worst-case year would be more than 15% below the normal year. Another way to say the same thing is that in 19 out of 20 years the worst case year would not be more than 15% below the normal year.

Maintaining the 95% confidence interval, as more and more data becomes available, a worst case year could change upward or downward from the 15% variation from a normal year.

The recommended reserve policies are premised on the vital expectation that reserves are to be used and reserve-levels will fluctuate. Although budget and rate planning are expected to use the target reserve number, reserve levels planned to remain static are by definition unnecessary. It is therefore important to plan for managing the reserves within a working range between the minimum and target levels as stated in the above policies. There may be situations in short-range financial planning where reserves are maintained above target levels to overcome peaks in actual expenses.

In the event of an inter-utility loan, the balance for the borrowing utility would essentially be any cash balance less the amount owed. The lending utility would count the note as a part of its reserves, so that it does not unnecessarily increase rates to replenish reserves that are loaned.

In this management approach, there is still a risk that a major plant emergency could exceed the amount reserved. Such a major shortfall would require rate action to assure a certain level of replenishment in one year. To avoid rate spikes due to this type of action, they should be considered on a case-by-case basis. This will provide the flexibility to use debt or capital reserves in lieu of operating reserves to cover the cost and allow a moderated approach to replenishing reserves out of rates.

C. Asset Replacement Reserves

Utility funds will maintain separate Asset Replacement Accounts to provide a source of funding for future replacement of operating equipment and systems.

Anticipated replacement costs by year for the upcoming 20-year period, for all Utility asset and equipment items, will be developed as a part of each biennial budget preparation process. Budgeted contribution to the Asset Replacement Account will be based on the annual amount needed to maintain a positive cash flow balance in the Asset Replacement Account over the 20-year forecast period. At a minimum, the ending Asset Replacement Account balance in each Utility will equal, on average, the next year's projected replacement costs for that fund.

The Utilities Department will observe adopted Equipment Rental Fund (ERF) and Information Services budget policies and procedures in formulating recommendations regarding specific equipment items to be replaced.

Discussion:

Providing reserves for equipment and information technology systems replacement allows monies to be set aside over the service life of these items to pay for their eventual replacement and alleviate one-time rate impacts that these purchases might otherwise require. Annual revenues set aside for this purpose will be based on aggregate Utility asset replacement cash flow needs over the long-term forecast period, instead of individual asset replacement amounts. This strategy will allow Utilities to minimize the progressive build-up of excess Asset Replacement Account balances that would result from creating and funding separate reserve accounts for individual Utility asset and equipment items.



12e. Personnel

Summary of Budgeted Full-Time Equivalents (FTEs)

	2017 Amended	2018 Amended	2019 Budget	2020 Budget	2018-2019 Change	2019-2020 Change
GENERAL FUND						
City Attorney	22.00	22.00	22.00	22.00	-	-
City Clerk	15.75	15.75	15.75	15.75	-	-
City Council	7.00	7.00	7.00	7.00	-	-
City Manager	14.75	16.00	19.00	19.00	3.00	-
Civic Services	21.75	21.75	22.00	23.00	0.25	1.00
Community Development	25.36	27.36	30.36	30.36	3.00	-
Finance	47.50	47.50	47.50	47.50	-	-
Fire*	247.31	246.31	249.56	249.56	3.25	-
Human Resources	14.00	14.00	15.00	15.00	1.00	-
Parks & Community Services	146.28	148.28	151.28	151.28	3.00	-
Police	225.00	225.00	232.00	232.00	7.00	-
Transportation**	140.45	142.20	143.45	143.45	1.25	-
Total General Fund	927.15	933.15	954.90	955.90	21.75	1.00
OTHER OPERATING FUNDS						
Development Services Fund**	114.00	115.00	115.00	115.00	-	-
Equipment Rental Fund	23.00	23.00	24.00	24.00	1.00	-
Facilities Services Fund	24.00	24.00	24.00	24.00	-	-
General Self-Insurance Fund	4.75	4.75	4.75	4.75	-	-
Health Benefits Fund	1.80	1.80	1.80	1.80	-	-
Information Technology Fund	61.00	61.00	61.00	61.00	-	-
Parks Enterprise Fund	17.00	17.00	17.00	17.00	-	-
Sewer Utility Fund	52.00	52.00	52.00	52.00	-	-
Solid Waste Fund	1.00	1.00	1.00	1.00	-	-
Storm & Surface Water Utility Fund	50.00	50.00	50.00	50.00	-	-
Water Utility Fund	70.75	70.75	71.00	71.00	0.25	-
Total Other Operating Funds	419.30	420.30	421.55	421.55	1.25	-
SPECIAL PURPOSE FUNDS						
Housing Fund	4.00	4.00	4.00	4.00	-	-
Op Grants/Donations/Sp Reserves Fund	1.44	1.44	1.44	1.44	-	-
Total Special Purpose Funds	5.44	5.44	5.44	5.44	-	-
CIP	-	-	-	-	-	-
Total Budgeted Staff	1,351.89	1,358.89	1,381.89	1,382.89	23.00	1.00

* Includes Frozen Fire FTEs.

** Two FTEs were transferred from Development Services Fund to Transportation General Fund in 2018.



12e. Personnel
2019-2020 Budgeted Salary and Position Detail
(FTEs only)

Position	2017 Amended	2018 Amended	2019 Budget	2020 Budget	<u>2018 Monthly Salary Range</u>	
					Minimum	Maximum
GENERAL FUND						
CITY ATTORNEY						
ADMIN SVCS SUPV	1.00	1.00	1.00	1.00	\$5,298	\$7,311
CITY ATTORNEY	1.00	1.00	1.00	1.00	\$9,848	\$15,732
DEP CITY ATTORNEY	-	-	-	-	\$9,143	\$12,617
SR OFFICE ASST	1.00	1.00	1.00	1.00	\$3,743	\$5,168
SUPERVISING ATTORNEY	1.00	1.00	1.00	1.00	\$9,143	\$12,617
GENERAL / ADMIN TOTAL	4.00	4.00	4.00	4.00		
DEP CITY ATTORNEY	1.00	1.00	1.00	1.00	\$9,143	\$12,617
LEGAL SECRETARY	0.50	0.50	0.50	0.50	\$4,345	\$5,994
SR ATTORNEY	2.00	2.00	2.00	2.00	\$8,699	\$12,009
LEGAL ADVICE TOTAL	3.50	3.50	3.50	3.50		
LEGAL SECRETARY	0.50	0.50	0.50	0.50	\$4,345	\$5,994
LITIGATION SUPPORT SUPERVISOR	-	-	-	-	\$5,298	\$7,311
PARALEGAL	2.00	2.00	2.00	2.00	\$5,043	\$6,959
SR ATTORNEY	3.00	3.00	3.00	3.00	\$8,699	\$12,009
SUPERVISING ATTORNEY	1.00	1.00	1.00	1.00	\$9,143	\$12,617
LITIGATION SERVICES TOTAL	6.50	6.50	6.50	6.50		
ATTORNEY 1	1.00	1.00	1.00	1.00	\$6,149	\$8,484
ATTORNEY 2	2.00	2.00	2.00	2.00	\$7,499	\$10,346
LEGAL SECRETARY	3.00	3.00	3.00	3.00	\$4,345	\$5,994
SR ATTORNEY	1.00	1.00	1.00	1.00	\$8,699	\$12,009
SUPERVISING ATTORNEY	1.00	1.00	1.00	1.00	\$9,143	\$12,617
PROSECUTION TOTAL	8.00	8.00	8.00	8.00		
CITY ATTORNEY TOTAL	22.00	22.00	22.00	22.00		



12e. Personnel
2019-2020 Budgeted Salary and Position Detail
(FTEs only)

Position	2017 Amended	2018 Amended	2019 Budget	2020 Budget	<u>2018 Monthly Salary Range</u>	
					Minimum	Maximum
CITY CLERK						
ASST CITY MGR, ADM & CNCL SPPT	1.00	1.00	1.00	1.00	\$9,848	\$13,534
ASST DIR, PUBLIC RECORDS MGR	1.00	1.00	1.00	1.00	\$8,699	\$12,009
DEP CITY CLERK	1.00	1.00	1.00	1.00	\$5,568	\$7,684
EXEC ASST, COUNCIL	2.00	2.00	2.00	2.00	\$5,043	\$6,959
SR ADMIN ASST	1.00	1.00	1.00	1.00	\$4,565	\$6,301
CITY CLERK TOTAL	6.00	6.00	6.00	6.00		
ELEC RECORDS MGMT MGR	1.00	1.00	1.00	1.00	\$6,790	\$9,369
ECM SYSTEM MANAGEMENT TOTAL	1.00	1.00	1.00	1.00		
HEAR EXAM OFFC ADMIN	1.00	1.00	1.00	1.00	\$5,298	\$7,311
HEARING EXAMINER TOTAL	1.00	1.00	1.00	1.00		
PROGRAM MANAGER	1.00	1.00	1.00	1.00	\$6,462	\$8,916
PUBLIC DISCLOSURE ANALYST	2.00	2.00	2.00	2.00	\$5,043	\$6,959
PUBLIC RECORDS ANALYST	2.00	2.00	2.00	2.00	\$4,565	\$6,301
PUBLIC RECORDS MGMNT SPEC	1.75	1.75	1.75	1.75	\$4,133	\$5,704
RECORDS MANAGEMENT TOTAL	6.75	6.75	6.75	6.75		
SR OFFICE ASST	1.00	1.00	1.00	1.00	\$3,743	\$5,168
WORD PROCESSING TOTAL	1.00	1.00	1.00	1.00		
CITY CLERK TOTAL	15.75	15.75	15.75	15.75		



12e. Personnel
2019-2020 Budgeted Salary and Position Detail
(FTEs only)

Position	2017 Amended	2018 Amended	2019 Budget	2020 Budget	<u>2018 Monthly Salary Range</u>	
					Minimum	Maximum
CITY COUNCIL						
COUNCIL MEMBER	5.00	5.00	5.00	5.00 -		\$2,394
DEP MAYOR	1.00	1.00	1.00	1.00 -		\$2,539
MAYOR	1.00	1.00	1.00	1.00 -		\$2,829
CITY COUNCIL TOTAL	7.00	7.00	7.00	7.00		
CITY COUNCIL TOTAL	7.00	7.00	7.00	7.00		



12e. Personnel
2019-2020 Budgeted Salary and Position Detail
(FTEs only)

Position	2017 Amended	2018 Amended	2019 Budget	2020 Budget	<u>2018 Monthly Salary Range</u>	
					Minimum	Maximum
CITY MANAGER						
IT CONTENT DEV/MULTIMEDIA 2	-	-	1.00	1.00	\$4,565	\$6,301
IT CONTENT DEV/MULTIMEDIA 3	-	-	1.00	1.00	\$5,568	\$7,684
IT CONTENT DEV/MULTIMEDIA 4A	1.00	1.00	1.00	1.00	\$6,462	\$8,916
BTV TOTAL	1.00	1.00	3.00	3.00		
CITY ONLINE EDITOR	1.00	1.00	1.00	1.00	\$6,149	\$8,484
COMM DIRECTOR	1.00	1.00	1.00	1.00	\$7,879	\$10,873
DEPT PUBLIC INFO OFFCR	-	-	-	-	\$6,149	\$8,484
MANAGEMENT ASST TO DIRECTOR	1.00	1.00	1.00	1.00	\$6,462	\$8,916
COMMUNICATIONS TOTAL	3.00	3.00	3.00	3.00		
DIVERSITY, INCLUSION & OUTREACH ADMINISTRATOR	-	-	2.00	2.00	\$6,149	\$8,484
PROGRAM ADMINISTRATOR	2.75	3.00	1.00	1.00	\$5,568	\$7,684
CULTURAL DIVERSITY TOTAL	2.75	3.00	3.00	3.00		
ASST DIRECTOR, INTERGOVERNMENTAL RELATIONS	1.00	1.00	1.00	1.00	\$8,699	\$12,009
DIR, INTERGOV RELATIONS	1.00	1.00	1.00	1.00	\$9,848	\$13,534
INTERGOV RELATIONS/COORD TOTAL	2.00	2.00	2.00	2.00		
ASSISTANT DIRECTOR, CITY MANAGER'S OFFICE	-	-	1.00	1.00	\$9,848	\$13,534
CITY MGR	1.00	1.00	1.00	1.00		\$22,770
DEP CITY MGR	2.00	2.00	2.00	2.00	\$10,797	\$17,247
EXEC ASST, CITY MGR	1.00	1.00	1.00	1.00	\$5,043	\$6,959
ORG DEVLPMNT CONSULTANT	1.00	2.00	1.00	1.00	\$6,790	\$9,369
PERFORMANCE & PROCESS ANALYST	-	-	1.00	1.00	\$5,298	\$7,311
SR ADMIN ASST	1.00	1.00	1.00	1.00	\$4,565	\$6,301
OVERALL CITY MGMT & PLNG TOTAL	6.00	7.00	8.00	8.00		
CITY MANAGER TOTAL	14.75	16.00	19.00	19.00		



12e. Personnel
2019-2020 Budgeted Salary and Position Detail
(FTEs only)

Position	2017 Amended	2018 Amended	2019 Budget	2020 Budget	<u>2018 Monthly Salary Range</u>	
					Minimum	Maximum
CIVIC SERVICES						
ASST DIR, CIVIC SERVICES	1.00	1.00	1.00	1.00	\$8,699	\$12,009
DIRECTOR, CIVIC SERVICES	1.00	1.00	1.00	1.00	\$9,848	\$13,534
FISCAL MGR	1.00	1.00	1.00	1.00	\$7,499	\$10,346
CS ADMINISTRATION TOTAL	3.00	3.00	3.00	3.00		
ADMIN ASST	-	-	1.00	1.00	\$4,345	\$5,994
BUSINESS MGR	1.00	1.00	1.00	1.00	\$7,499	\$10,346
REAL PROPERTY AGENT	-	-	-	1.00	\$5,298	\$7,311
SR REAL PROPERTY AGENT	3.00	3.00	3.00	3.00	\$6,462	\$8,916
REAL PROPERTY TOTAL	4.00	4.00	5.00	6.00		
BUSINESS MGR	1.00	1.00	1.00	1.00	\$7,499	\$10,346
PROGRAM ADMINISTRATOR	-	-	-	-	\$5,568	\$7,684
SERVICE FIRST COORD	3.75	3.75	3.00	3.00	\$4,345	\$5,994
SERVICE FIRST TOTAL	4.75	4.75	4.00	4.00		
PROF LAND SURVEYOR	3.00	3.00	3.00	3.00	\$6,790	\$9,369
SURVEY MGR	1.00	1.00	1.00	1.00	\$7,879	\$10,873
SURVEYOR I	2.00	2.00	1.00	1.00	\$4,798	\$6,620
SURVEYOR 3	3.00	3.00	3.00	3.00	\$5,853	\$8,074
SURVEYOR II	1.00	1.00	2.00	2.00	\$5,298	\$7,311
SURVEY TOTAL	10.00	10.00	10.00	10.00		
CIVIC SERVICES TOTAL	21.75	21.75	22.00	23.00		



12e. Personnel 2019-2020 Budgeted Salary and Position Detail (FTEs only)

Position	2017 Amended	2018 Amended	2019 Budget	2020 Budget	2018 Monthly Salary Range	
					Minimum	Maximum
COMMUNITY DEVELOPMENT						
ASSOC PLANNER	0.50	0.50	0.50	0.50	\$5,568	\$7,684
PROGRAM MANAGER	1.00	1.00	1.00	1.00	\$6,462	\$8,916
ARTS PROGRAM TOTAL	1.50	1.50	1.50	1.50		
ASSOC PLANNER	1.00	1.00	1.00	1.00	\$5,568	\$7,684
ASST DIR, DEVELOPMENT SERVICES	0.50	0.50	1.00	1.00	\$8,699	\$12,009
PLANNING MGR	1.00	1.00	1.00	1.00	\$7,499	\$10,346
SR PLANNER	3.00	4.00	4.00	4.00	\$6,462	\$8,916
COMPREHENSIVE PLANNING TOTAL	5.50	6.50	7.00	7.00		
ADMIN ASST	-	-	1.00	1.00	\$4,345	\$5,994
ADMIN SVCS SUPV	-	-	1.00	1.00	\$5,298	\$7,311
DIR, PLANNING & COMMUNITY DEVELOPMENT	1.00	1.00	1.00	1.00	\$9,848	\$15,732
SR ADMIN ASST	1.00	1.00	-	-	\$4,565	\$6,301
DEPARTMENT MANAGEMENT TOTAL	2.00	2.00	3.00	3.00		
ADMIN ASST	1.00	1.00	1.00	1.00	\$4,345	\$5,994
CHIEF ECONOMIC DEVELOPMENT OFFICER	1.00	1.00	1.00	1.00	\$7,879	\$10,873
COMMUNITY DEVELOPMENT MGR	-	-	1.00	1.00	\$7,879	\$10,873
ECON DEVELOPMENT PROGRAM ADMIN	1.00	1.00	1.00	1.00	\$6,790	\$9,369
ECONOMIC DEVELOPMENT TOTAL	3.00	3.00	4.00	4.00		
PROGRAM ADMINISTRATOR	1.00	1.00	-	-	\$5,568	\$7,684
PROGRAM MANAGER	-	-	1.00	1.00	\$6,462	\$8,916
ENVIRONMENTAL STEWARDSHIP INITIATIVE TOTAL	1.00	1.00	1.00	1.00		
PLANNING MGR	1.00	1.00	1.00	1.00	\$7,499	\$10,346
HOUSING COMM SVC/OPERATING TOTAL	1.00	1.00	1.00	1.00		
PROGRAM MANAGER	1.56	1.56	1.56	1.56	\$6,462	\$8,916
MEDIATION TOTAL	1.56	1.56	1.56	1.56		
COMMUNITY RELATIONS COORD	1.20	1.20	0.20	0.20	\$5,568	\$7,684
COMMUNITY SVCS SUPV	-	-	1.00	1.00	\$6,149	\$8,484
MINI CITY HALL TOTAL	1.20	1.20	1.20	1.20		
ASST DIR, DEVELOPMENT SERVICES	0.50	0.50	1.00	1.00	\$8,699	\$12,009
COMMUNITY RELATIONS COORD	3.60	3.60	3.60	3.60	\$5,568	\$7,684
NEIGHBORHOOD PROGRAM MGR	1.00	1.00	-	-	\$6,462	\$8,916
OUTREACH TOTAL	5.10	5.10	4.60	4.60		
ASSOC PLANNER	1.50	1.50	1.50	1.50	\$5,568	\$7,684
COMMUNITY RELATIONS COORD	-	-	1.00	1.00	\$5,568	\$7,684
PLANNING MGR	1.00	1.00	1.00	1.00	\$7,499	\$10,346
SR PLANNER	1.00	2.00	2.00	2.00	\$6,462	\$8,916
PLANNING AND DEV INITIATIVES TOTAL	3.50	4.50	5.50	5.50		
COMMUNITY DEVELOPMENT TOTAL	25.36	27.36	30.36	30.36		



12e. Personnel 2019-2020 Budgeted Salary and Position Detail (FTEs only)

Position	2017	2018	2019	2020	2018 Monthly Salary Range	
	Amended	Amended	Budget	Budget	Minimum	Maximum
FINANCE						
FINANCE DIV MGR	1.00	1.00	1.00	1.00	\$7,499	\$10,346
FINANCIAL ANALYST	1.00	1.00	1.00	1.00	\$5,043	\$6,959
SR FINANCIAL ANALYST	2.00	2.00	2.00	2.00	\$5,568	\$7,684
ACCOUNTING TOTAL	4.00	4.00	4.00	4.00		
ACCTG SUPV	1.00	1.00	1.00	1.00	\$5,568	\$7,684
SR ACCTG ASSOC	2.00	2.00	2.00	2.00	\$4,133	\$5,704
ACCOUNTS PAYABLE TOTAL	3.00	3.00	3.00	3.00		
BUDGET ANALYST	-	-	0.75	0.75	\$5,043	\$6,959
BUDGET DIVISION MANAGER	-	-	1.00	1.00	\$7,879	\$10,873
FINANCIAL ANALYST	0.75	0.75	-	-	\$5,043	\$6,959
MGR, LONG RNG CAP PLNG & IG A	1.00	1.00	-	-	\$7,499	\$10,346
MGR, LONG RNG OP BUDGT & F FRC	1.00	1.00	-	-	\$7,879	\$10,873
PERFORMANCE & OUTREACH COORD	1.00	1.00	-	-	\$6,149	\$8,484
SR BUDGET ANALYST	5.00	5.00	5.00	5.00	\$6,149	\$8,484
BUDGET TOTAL	8.75	8.75	6.75	6.75		
BUSINESS PROC ANALYST	2.00	2.00	2.00	2.00	\$5,568	\$7,684
BUSINESS SYSTEMS MANAGER	1.00	1.00	1.00	1.00	\$7,879	\$10,873
DATA ANALYST	1.00	1.00	-	-	\$4,798	\$6,620
IT BUSINESS ANALYST 3	-	-	1.00	1.00	\$6,149	\$8,484
SENIOR BUSINESS PROCESS ANALYST	-	-	1.00	1.00	\$6,149	\$8,484
BUSINESS SYSTEMS TOTAL	4.00	4.00	5.00	5.00		
ADMIN ASST	-	-	1.00	1.00	\$4,345	\$5,994
ASST DIR, FINANCE	2.00	2.00	2.00	2.00	\$8,699	\$12,009
DIR, FINANCE	1.00	1.00	1.00	1.00	\$9,848	\$15,732
MGR, LONG RNG CAP PLNG & IG A	-	-	1.00	1.00	\$7,499	\$10,346
OFFICE ASST	1.00	1.00	-	-	\$3,225	\$4,453
PROGRAM ADMINISTRATOR	-	-	1.00	1.00	\$5,568	\$7,684
DIRECTOR'S OFFICE TOTAL	4.00	4.00	6.00	6.00		
FINANCE DIV MGR	1.00	1.00	1.00	1.00	\$7,499	\$10,346
INVESTMENTS/DEBT TOTAL	1.00	1.00	1.00	1.00		
ACCTG ASSOC	0.25	0.25	0.25	0.25	\$3,743	\$5,168
ACCTG SUPV	-	-	1.00	1.00	\$5,568	\$7,684
FINANCE DIV ASST MGR	1.00	1.00	-	-	\$6,149	\$8,484
FINANCIAL ANALYST	2.00	2.00	2.00	2.00	\$5,043	\$6,959
PAYROLL TOTAL	3.25	3.25	3.25	3.25		
BUYER	3.75	3.75	3.75	3.75	\$4,798	\$6,620
FINANCE DIV ASST MGR	-	-	1.00	1.00	\$6,149	\$8,484
FINANCE DIV MGR	1.00	1.00	1.00	1.00	\$7,499	\$10,346
FINANCIAL ANALYST	1.00	1.00	2.00	2.00	\$5,043	\$6,959
PROCURMNT SPEC	1.00	1.00	-	-	\$4,798	\$6,620
SR ACCTG ASSOC	1.00	1.00	1.00	1.00	\$4,133	\$5,704
SR FINANCIAL ANALYST	1.00	1.00	-	-	\$5,568	\$7,684
PROCUREMENT SERVICES TOTAL	8.75	8.75	8.75	8.75		
FINANCE DIV MGR	1.00	1.00	1.00	1.00	\$7,499	\$10,346
FINANCIAL ANALYST	2.00	2.00	2.00	2.00	\$5,043	\$6,959
SR ACCTG ASSOC	2.00	2.00	-	-	\$4,133	\$5,704
SR FINANCIAL ANALYST	2.00	2.00	3.00	3.00	\$5,568	\$7,684
TAX TOTAL	7.00	7.00	6.00	6.00		



12e. Personnel
2019-2020 Budgeted Salary and Position Detail
(FTEs only)

Position	2017 Amended	2018 Amended	2019 Budget	2020 Budget	<u>2018 Monthly Salary Range</u>	
					Minimum	Maximum
FINANCE CONTINUED...						
ACCTG ASSOC	0.75	0.75	0.75	0.75	\$3,743	\$5,168
FINANCE DIV ASST MGR	1.00	1.00	1.00	1.00	\$6,149	\$8,484
FINANCE DIV MGR	-	-	-	-	\$7,499	\$10,346
FINANCIAL ANALYST	1.00	1.00	1.00	1.00	\$5,043	\$6,959
SR FINANCIAL ANALYST	1.00	1.00	1.00	1.00	\$5,568	\$7,684
TREASURY TOTAL	3.75	3.75	3.75	3.75		
FINANCE TOTAL	47.50	47.50	47.50	47.50		



12e. Personnel 2019-2020 Budgeted Salary and Position Detail (FTEs only)

Position	2017	2018	2019	2020	2018 Monthly Salary Range	
	Amended	Amended	Budget	Budget	Minimum	Maximum
FIRE						
ADMIN ASST	0.80	0.80	0.80	0.80	\$4,345	\$5,994
BUSINESS PROC ANALYST	1.00	1.00	1.00	1.00	\$5,568	\$7,684
DEP FIRE CHIEF	1.80	1.80	1.80	1.80	\$9,143	\$12,617
FIRE CAPT (ADMINISTRATIVE)	-	-	1.00	1.00	\$9,522	\$10,112
FIRE CHIEF	1.00	1.00	1.00	1.00	\$9,848	\$15,732
FISCAL MGR	0.65	0.65	0.65	0.65	\$7,499	\$10,346
IT BUSINESS ANALYST 3	1.00	1.00	1.00	1.00	\$6,149	\$8,484
OFFICE ASST	-	-	1.00	1.00	\$3,225	\$4,453
SR ADMIN ASST	1.00	1.00	1.00	1.00	\$4,565	\$6,301
ADMINISTRATION TOTAL	7.25	7.25	9.25	9.25		
ADMIN ASST	0.20	0.20	0.20	0.20	\$4,345	\$5,994
DATA ANALYST	0.50	0.50	0.50	0.50	\$4,798	\$6,620
DEP FIRE CHIEF	0.20	0.20	0.20	0.20	\$9,143	\$12,617
FACILITIES OPS SPEC	0.20	0.20	0.20	0.20	\$5,568	\$7,684
FIRE BATT CHIEF (ADMIN)	0.80	0.80	0.80	0.80	\$0	\$11,409
FIRE CAPT (ADMINISTRATIVE)	0.80	0.80	0.50	0.50	\$9,522	\$10,112
FIRE CAPTAIN (MSO)	1.00	1.00	1.00	1.00	\$9,522	\$10,112
FIRE LIEUTENANT (MSO)	2.00	2.00	2.00	2.00	\$8,656	\$9,192
FIRE LT (ADMINISTRATIVE)	0.50	0.50	0.50	0.50	\$8,656	\$9,192
FIREF/PARAMEDIC	34.41	34.41	33.55	33.55	\$6,572	\$8,357
FIREFIGHTER	2.00	2.00	4.00	4.00	\$5,715	\$7,267
FISCAL MGR	0.35	0.35	0.35	0.35	\$7,499	\$10,346
SR ADMIN ASST	0.80	0.80	0.80	0.80	\$4,565	\$6,301
ADVANCED LIFE SUPPORT TOTAL	43.76	43.76	44.60	44.60		
DATA ANALYST	0.50	0.50	0.50	0.50	\$4,798	\$6,620
FIRE BATT CHIEF	1.50	1.50	1.50	1.50	\$0	\$10,713
FIRE BATT CHIEF (ADMIN)	0.20	0.20	0.20	0.20	\$0	\$11,409
FIRE CAPT (ADMINISTRATIVE)	0.20	0.20	0.50	0.50	\$9,522	\$10,112
FIRE CAPTAIN	4.50	4.50	4.50	4.50	\$8,656	\$9,192
FIRE LIEUTENANT	9.00	9.00	9.00	9.00	\$7,869	\$8,357
FIRE LT (ADMINISTRATIVE)	0.50	0.50	0.50	0.50	\$8,656	\$9,192
FIREF/ENGINEER	17.00	17.00	17.00	17.00	\$6,001	\$7,630
FIREF/PARAMEDIC	0.92	0.92	0.49	0.49	\$6,572	\$8,357
FIREFIGHTER	48.00	48.00	44.00	44.00	\$5,715	\$7,267
SR ADMIN ASST	0.20	0.20	0.20	0.20	\$4,565	\$6,301
BASIC LIFE SUPPORT TOTAL	82.52	82.52	78.39	78.39		
PROGRAM ADMINISTRATOR	0.75	0.75	1.00	1.00	\$5,568	\$7,684
BELLEVUE FIRE CARES TOTAL	0.75	0.75	1.00	1.00		



12e. Personnel
2019-2020 Budgeted Salary and Position Detail
(FTEs only)

Position	2017 Amended	2018 Amended	2019 Budget	2020 Budget	2018 Monthly Salary Range	
					Minimum	Maximum
FIRE CONTINUED...						
EMERG PREP COORDINATOR	1.00	1.00	1.56	1.56	\$5,298	\$7,311
EMERG PREP MGR	1.00	1.00	1.00	1.00	\$7,499	\$10,346
EMERGENCY PREP PLANS COORD	0.56	0.56	-	-	\$4,798	\$6,620
EMERGENCY PREPAREDNESS TOTAL	2.56	2.56	2.56	2.56		
FIRE ED COORDINATOR	1.00	1.00	1.00	1.00	\$5,298	\$7,311
FIRE LT (ADMINISTRATIVE)	1.00	1.00	1.00	1.00	\$8,656	\$9,192
FIRE COMMUNITY OUTREACH TOTAL	2.00	2.00	2.00	2.00		
ASST FIRE MARSHAL	2.00	2.00	2.00	2.00	\$6,790	\$9,369
FIRE MARSHAL	1.00	1.00	1.00	1.00	\$9,861	\$11,082
FIRE PLAN REVIEWER	1.00	1.00	1.00	1.00	\$6,149	\$8,484
FIRE PREVENTION OFFICER	10.00	10.00	12.00	12.00	\$5,964	\$7,742
OFFICE ASST	1.00	1.00	1.00	1.00	\$3,225	\$4,453
FIRE PREVENTION TOTAL	15.00	15.00	17.00	17.00		
ADMIN ASST	1.00	1.00	1.00	1.00	\$4,345	\$5,994
FACILITIES OPS SPEC	0.80	0.80	0.80	0.80	\$5,568	\$7,684
S/M - FACILITIES TOTAL	1.80	1.80	1.80	1.80		
FIRE BATT CHIEF	1.50	1.50	1.50	1.50	\$0	\$10,713
FIRE CAPT (ADMINISTRATIVE)	1.00	1.00	-	-	\$9,522	\$10,112
FIRE CAPTAIN	4.50	4.50	4.50	4.50	\$8,656	\$9,192
FIRE LIEUTENANT	9.00	9.00	9.00	9.00	\$7,869	\$8,357
FIREF/ENGINEER	17.00	17.00	17.00	17.00	\$6,001	\$7,630
FIREF/PARAMEDIC	2.67	2.67	1.96	1.96	\$6,572	\$8,357
FIREFIGHTER	48.00	48.00	52.00	52.00	\$5,715	\$7,267
SUPPRESSION TOTAL	83.67	83.67	85.96	85.96		
ADMIN ASST	1.00	1.00	1.00	1.00	\$4,345	\$5,994
FIRE BATT CHIEF (ADMIN)	1.00	1.00	1.00	1.00	\$0	\$11,409
FIRE CAPT (ADMINISTRATIVE)	1.00	1.00	1.00	1.00	\$9,522	\$10,112
FIRE LT (ASST TRAINING COORD)	1.00	1.00	1.00	1.00	\$8,656	\$9,192
TRAINING TOTAL	4.00	4.00	4.00	4.00		
FROZEN FTE	4.00	3.00	3.00	3.00		
FIRE TOTAL	247.31	246.31	249.56	249.56		



12e. Personnel
2019-2020 Budgeted Salary and Position Detail
(FTEs only)

Position	2017 Amended	2018 Amended	2019 Budget	2020 Budget	<u>2018 Monthly Salary Range</u>	
					Minimum	Maximum
HUMAN RESOURCES						
ASST DIR, HUMAN RESOURCES	1.00	1.00	1.00	1.00	\$8,699	\$12,009
BUSINESS PROC ANALYST	1.00	1.00	1.00	1.00	\$5,568	\$7,684
DIR, HUMAN RESOURCES	1.00	1.00	1.00	1.00	\$9,848	\$15,732
HR MANAGER	1.00	1.00	1.00	1.00	\$7,499	\$10,346
SR ADMIN ASST	1.00	1.00	1.00	1.00	\$4,565	\$6,301
SR HR ANALYST	1.00	1.00	1.00	1.00	\$6,149	\$8,484
ADMIN & STAFFING TOTAL	6.00	6.00	6.00	6.00		
HR ANALYST	1.00	1.00	2.00	2.00	\$5,043	\$6,959
HR MANAGER	-	-	1.00	1.00	\$7,499	\$10,346
PROGRAM MANAGER	1.00	1.00	-	-	\$6,462	\$8,916
SR HR ANALYST	4.00	4.00	3.00	3.00	\$6,149	\$8,484
TRAINING & ORG DVLPMNT COORD	1.00	1.00	1.00	1.00	\$6,790	\$9,369
COMP, LABOR, RETIREMENT TOTAL	7.00	7.00	7.00	7.00		
HR ANALYST	-	-	1.00	1.00	\$5,043	\$6,959
SR HR ANALYST	1.00	1.00	1.00	1.00	\$6,149	\$8,484
TRAINING & DEVELOPMENT TOTAL	1.00	1.00	2.00	2.00		
HUMAN RESOURCES TOTAL	14.00	14.00	15.00	15.00		



12e. Personnel 2019-2020 Budgeted Salary and Position Detail (FTEs only)

Position	2017 Amended	2018 Amended	2019 Budget	2020 Budget	2018 Monthly Salary Range	
					Minimum	Maximum
PARKS & COMMUNITY SERVICES						
COMMNTY SVCS SUPV	1.00	1.00	1.00	1.00	\$6,149	\$8,484
CREW LEADER	1.00	1.00	1.00	1.00	\$5,416	\$6,802
REC PROG COORD	-	-	1.00	1.00	\$5,298	\$7,311
SKILLED WORKER	2.00	2.00	2.00	2.00	\$4,502	\$5,658
VOLUNTEER PROG COORD	1.00	1.00	-	-	\$5,298	\$7,311
BELLEVUE BOTANICAL GARDEN TOTAL	5.00	5.00	5.00	5.00		
ACCTG ASSOC	1.00	1.00	1.00	1.00	\$3,743	\$5,168
ADMIN ASST	1.00	1.00	1.00	1.00	\$4,345	\$5,994
PROBATION DIV ASST MGR	1.00	1.00	1.00	1.00	\$5,568	\$7,684
PROBATION MGR	1.00	1.00	1.00	1.00	\$7,134	\$9,847
PROBATION OFFCR	4.00	4.00	4.00	4.00	\$5,043	\$6,959
SR OFFICE ASST	1.00	1.00	1.00	1.00	\$3,743	\$5,168
BELLEVUE PROBATION SERVICES TOTAL	9.00	9.00	9.00	9.00		
ADMIN ASST	1.00	1.00	1.00	1.00	\$4,345	\$5,994
COMMNTY SVCS PRG COORD	2.00	2.00	2.00	2.00	\$5,568	\$7,684
COMMNTY SVCS SUPV	1.00	1.00	1.00	1.00	\$6,149	\$8,484
BELLEVUE YOUTH THEATRE TOTAL	4.00	4.00	4.00	4.00		
ACCTG ASSOC	1.00	1.00	1.00	1.00	\$3,743	\$5,168
ADMIN ASST	-	-	1.00	1.00	\$4,345	\$5,994
CUSTODIAN LEAD	-	-	1.00	1.00	\$3,486	\$4,583
FACILITIES OPS SPEC	2.00	2.00	1.00	1.00	\$5,568	\$7,684
PARKS RESOURCE MGR	1.00	1.00	1.00	1.00	\$7,499	\$10,346
PROGRAM MANAGER	-	-	1.00	1.00	\$6,462	\$8,916
STRUCTRL MAINT SPEC 2	1.00	1.00	1.00	1.00	\$4,907	\$6,170
TECHNICAL SPEC	1.00	1.00	1.00	1.00	\$5,383	\$6,569
BUILDING MAINT. & MGMT TOTAL	6.00	6.00	8.00	8.00		
CONTRACT ADMINSTR	1.00	1.00	1.00	1.00	\$5,568	\$7,684
CITY FACILITY VEGETATION MGMT TOTAL	1.00	1.00	1.00	1.00		
CREW LEADER	1.00	1.00	1.00	1.00	\$5,416	\$6,802
LEAD WORKER	3.00	3.00	3.00	3.00	\$4,907	\$6,170
SKILLED WORKER	3.00	3.00	3.00	3.00	\$4,502	\$5,658
SR ACCTG ASSOC	1.00	1.00	1.00	1.00	\$4,133	\$5,704
CITY SPORT FIELDS TOTAL	8.00	8.00	8.00	8.00		
ADMIN SVCS SUPV	1.00	1.00	1.00	1.00	\$5,298	\$7,311
BUSINESS PROC ANALYST	1.00	1.00	1.00	1.00	\$5,568	\$7,684
COMMNTY RELATNS COORD	1.00	1.00	1.00	1.00	\$5,568	\$7,684
COMMNTY SVCS SUPV	1.00	1.00	1.00	1.00	\$6,149	\$8,484
COMM CTR CUST SVC, OTRCH SUPP. TOTAL	4.00	4.00	4.00	4.00		
CONTRACT ADMINSTR	1.00	1.00	1.00	1.00	\$5,568	\$7,684
CREW LEADER	2.00	2.00	2.00	2.00	\$5,416	\$6,802
LEAD WORKER	4.00	4.00	4.00	4.00	\$4,907	\$6,170
PARKS RESOURCE MGR	1.00	1.00	1.00	1.00	\$7,499	\$10,346
PROGRAM ADMINISTRATOR	1.00	1.00	1.00	1.00	\$5,568	\$7,684
SKILLED WORKER	6.00	6.00	8.00	8.00	\$4,502	\$5,658
COMMUNITY PARKS TOTAL	15.00	15.00	17.00	17.00		



12e. Personnel 2019-2020 Budgeted Salary and Position Detail (FTEs only)

Position	2017 Amended	2018 Amended	2019 Budget	2020 Budget	2018 Monthly Salary Range	
					Minimum	Maximum
PARKS CONTINUED...						
COMMNTY SVCS PRG COORD	2.00	2.00	2.00	2.00	\$5,568	\$7,684
PRKS & CMMNTY SVCS MGR	1.00	1.00	1.00	1.00	\$7,134	\$9,847
COMMUNITY SCHOOLS/WRAP-AROUND SVCS TOTAL	3.00	3.00	3.00	3.00		
COMMNTY SVCS PRG COORD	1.00	1.00	1.00	1.00	\$5,568	\$7,684
COMMNTY SVCS SUPV	1.00	1.00	1.00	1.00	\$6,149	\$8,484
REC PROG COORD	1.00	1.00	1.00	1.00	\$5,298	\$7,311
CROSSROADS COMMUNITY CENTER TOTAL	3.00	3.00	3.00	3.00		
ELECTRNIC HOME DETN COORD	2.00	2.00	1.00	1.00	\$5,298	\$7,311
PROBATION OFFCR	-	-	1.00	1.00	\$5,043	\$6,959
VOLUNTEER PROG COORD	1.00	1.00	1.00	1.00	\$5,298	\$7,311
ELECTRONIC HOME DETENTION TOTAL	3.00	3.00	3.00	3.00		
COMMNTY SVCS SUPV	1.00	1.00	1.00	1.00	\$6,149	\$8,484
LEAD WORKER	2.00	2.00	2.00	2.00	\$4,907	\$6,170
SKILLED WORKER	3.00	3.00	3.00	3.00	\$4,502	\$5,658
GREENWAYS & TRAILS TOTAL	6.00	6.00	6.00	6.00		
ADMIN ASST	1.00	1.00	1.00	1.00	\$4,345	\$5,994
COMMNTY SVCS SUPV	1.00	1.00	1.00	1.00	\$6,149	\$8,484
REC CENTER COORDINATOR	1.00	1.00	1.00	1.00	\$4,565	\$6,301
HIGHLAND CTR - DISABILITY PRGM TOTAL	3.00	3.00	3.00	3.00		
ADMIN ASST	0.75	0.75	0.75	0.75	\$4,345	\$5,994
HOME REPAIR LOAN SPEC	1.00	1.00	1.00	1.00	\$5,043	\$6,959
HUMAN SVCS COORD	2.00	2.00	2.00	2.00	\$5,568	\$7,684
HUMAN SVCS MGR	1.00	1.00	1.00	1.00	\$6,462	\$8,916
SR ADMIN ASST	0.85	0.85	0.85	0.85	\$4,565	\$6,301
HUMAN SERVICES TOTAL	5.60	5.60	5.60	5.60		
COMMNTY SVCS PRG COORD	-	-	1.00	1.00	\$5,568	\$7,684
COMMNTY SVCS SUPV	1.00	1.00	1.00	1.00	\$6,149	\$8,484
REC PROG COORD	2.00	2.00	1.00	1.00	\$5,298	\$7,311
REC PROG TECH	1.00	1.00	1.00	1.00	\$3,743	\$5,168
SR OFFICE ASST	0.56	0.56	0.56	0.56	\$3,743	\$5,168
KELSEY CREEK LIVING FARM TOTAL	4.56	4.56	4.56	4.56		
COMMNTY SVCS SUPV	1.00	1.00	1.00	1.00	\$6,149	\$8,484
PARK RANGER	3.00	3.00	3.00	3.00	\$5,298	\$7,311
NATURE PRKS, RNGERS & VISIT CT TOTAL	4.00	4.00	4.00	4.00		



12e. Personnel 2019-2020 Budgeted Salary and Position Detail (FTEs only)

Position	2017	2018	2019	2020	2018 Monthly Salary Range	
	Amended	Amended	Budget	Budget	Minimum	Maximum
PARKS CONTINUED...						
COMMNTY SVCS SUPV	1.00	1.00	1.00	1.00	\$6,149	\$8,484
LEAD WORKER	-	-	1.00	1.00	\$4,907	\$6,170
PARKS RESOURCE MGR	1.00	1.00	1.00	1.00	\$7,499	\$10,346
SKILLED WORKER	2.00	2.00	1.00	1.00	\$4,502	\$5,658
SR ENG TECH	1.00	1.00	1.00	1.00	\$5,568	\$7,684
NATURE SPACE & FOREST MGMT TOTAL	5.00	5.00	5.00	5.00		
CONTRACT ADMINSTR	1.00	1.00	1.00	1.00	\$5,568	\$7,684
NEIGHBORHOOD PARKS TOTAL	1.00	1.00	1.00	1.00		
ADMIN ASST	1.00	1.00	1.00	1.00	\$4,345	\$5,994
COMMNTY SVCS PRG COORD	1.00	1.00	1.00	1.00	\$5,568	\$7,684
COMMNTY SVCS SUPV	1.00	1.00	1.00	1.00	\$6,149	\$8,484
NORTH BELLEVUE COMMUNITY CTR TOTAL	3.00	3.00	3.00	3.00		
PROGRAM MANAGER	1.00	1.00	1.00	1.00	\$6,462	\$8,916
REC PROG COORD	1.56	1.56	1.56	1.56	\$5,298	\$7,311
NORTHWEST ARTS CENTER TOTAL	2.56	2.56	2.56	2.56		
CAPITAL PROJ COORD	4.00	4.00	4.00	4.00	\$6,149	\$8,484
CAPITAL PROJ MGR	1.00	1.00	1.00	1.00	\$7,499	\$10,346
CONTRACT ADMINSTR	1.00	1.00	1.00	1.00	\$5,568	\$7,684
PARKS PROPERTY & ACQUISITIONS MANAGER	1.00	1.00	1.00	1.00	\$7,499	\$10,346
SR PLANNER	1.00	1.00	1.00	1.00	\$6,462	\$8,916
PARK PLANNING DEVEL & PROJ MGT TOTAL	8.00	8.00	8.00	8.00		
ADMIN SVCS MGR	1.00	1.00	-	-	\$6,790	\$9,369
BUSINESS SYSTEMS MANAGER	-	-	1.00	1.00	\$7,879	\$10,873
ASST DIR, PARKS & COMMNTY SVCS	2.00	2.00	2.00	2.00	\$8,699	\$12,009
DEP DIR, PARKS & COMMNTY SVCS	1.00	1.00	1.00	1.00	\$9,143	\$12,617
DEPT PUBLIC INFO OFFCR	1.00	1.00	1.00	1.00	\$6,149	\$8,484
DIR, PARKS & COMMNTY SVCS	1.00	1.00	1.00	1.00	\$9,848	\$15,732
FISCAL MGR	1.00	1.00	1.00	1.00	\$7,499	\$10,346
PROGRAM ADMINISTRATOR	1.00	1.00	1.00	1.00	\$5,568	\$7,684
SR ACCTG ASSOC	2.00	2.00	2.00	2.00	\$4,133	\$5,704
SR ADMIN ASST	2.00	2.00	2.00	2.00	\$4,565	\$6,301
SR FINANCIAL ANALYST	1.00	1.00	1.00	1.00	\$5,568	\$7,684
PARKS & COMM SVCS MGMT & SUPP TOTAL	13.00	13.00	13.00	13.00		
ADMIN ASST	1.00	1.00	-	-	\$4,345	\$5,994
CONTRACT ADMINSTR	2.00	2.00	2.00	2.00	\$5,568	\$7,684
CUSTODIAN	3.00	4.00	3.00	3.00	\$3,169	\$4,166
OPS SUPV	1.00	1.00	1.00	1.00	\$5,568	\$7,684
TECHNICAL SPEC	-	1.00	-	-	\$5,383	\$6,569
PARKS CUSTODIAL TOTAL	7.00	9.00	6.00	6.00		
CREW LEADER	1.00	1.00	1.00	1.00	\$5,416	\$6,802
STRUCTRL MAINT SPEC 2	4.00	4.00	5.00	5.00	\$4,907	\$6,170
TECHNICAL SPEC	1.00	1.00	2.00	2.00	\$5,383	\$6,569
PLAYGROUND, SKATE & SPORTS COURT SAFETY TOTAL	6.00	6.00	8.00	8.00		
REC PROG COORD	1.00	1.00	1.00	1.00	\$5,298	\$7,311
SKATE PARK TOTAL	1.00	1.00	1.00	1.00		



12e. Personnel
2019-2020 Budgeted Salary and Position Detail
(FTEs only)

Position	2017 Amended	2018 Amended	2019 Budget	2020 Budget	2018 Monthly Salary Range	
					Minimum	Maximum
PARKS CONTINUED...						
ADMIN ASST	1.00	1.00	1.00	1.00	\$4,345	\$5,994
COMMNTY SVCS PRG COORD	1.00	1.00	1.00	1.00	\$5,568	\$7,684
COMMNTY SVCS SUPV	1.00	1.00	1.00	1.00	\$6,149	\$8,484
PROGRAM MANAGER	1.00	1.00	1.00	1.00	\$6,462	\$8,916
REC CENTER COORDINATOR	0.56	0.56	0.56	0.56	\$4,565	\$6,301
SOUTH BELLEVUE COMMUNITY CTR TOTAL	4.56	4.56	4.56	4.56		
COMMNTY SVCS SUPV	1.00	1.00	1.00	1.00	\$6,149	\$8,484
CONTRACT ADMINSTR	2.00	2.00	2.00	2.00	\$5,568	\$7,684
LEAD WORKER	1.00	1.00	1.00	1.00	\$4,907	\$6,170
STREET TREE, LDSCP & VEGT MGMT TOTAL	4.00	4.00	4.00	4.00		
LEAD WORKER	1.00	1.00	-	-	\$4,907	\$6,170
TECHNICAL SPEC	1.00	1.00	2.00	2.00	\$5,383	\$6,569
WATER CONSERVATION/IRRIGATION TOTAL	2.00	2.00	2.00	2.00		
ADMIN ASST	1.00	1.00	1.00	1.00	\$4,345	\$5,994
REC PROG COORD	1.00	1.00	1.00	1.00	\$5,298	\$7,311
YOUTH DEVELOPMENT TOTAL	2.00	2.00	2.00	2.00		
COMMNTY SVCS PRG COORD	1.00	1.00	1.00	1.00	\$5,568	\$7,684
COMMNTY SVCS SUPV	1.00	1.00	1.00	1.00	\$6,149	\$8,484
REC PROG COORD	1.00	1.00	1.00	1.00	\$5,298	\$7,311
YOUTH HEALTH & FITNESS TOTAL	3.00	3.00	3.00	3.00		
PARKS & COMMUNITY SERVICES TOTAL	146.28	148.28	151.28	151.28		



12e. Personnel 2019-2020 Budgeted Salary and Position Detail (FTEs only)

Position	2017 Amended	2018 Amended	2019 Budget	2020 Budget	2018 Monthly Salary Range	
					Minimum	Maximum
POLICE						
ADMIN ASST	1.00	1.00	-	-	\$4,345	\$5,994
ASSISTANT POLICE CHIEF	-	-	1.00	1.00	\$9,143	\$12,617
CHIEF OF POLICE	1.00	1.00	1.00	1.00	\$9,848	\$15,732
CONSULTING ATTORNEY	1.00	1.00	1.00	1.00	\$8,699	\$12,009
DEP POLICE CHIEF	1.00	1.00	1.00	1.00	\$9,143	\$12,617
FISCAL MGR	1.00	1.00	1.00	1.00	\$7,499	\$10,346
POLICE OFFICER	-	1.00	1.00	1.00	\$5,332	\$7,387
SR ADMIN ASST	1.00	1.00	2.00	2.00	\$4,565	\$6,301
ADMINISTRATION TOTAL	6.00	7.00	8.00	8.00		
POLICE CORPORAL	2.00	2.00	1.00	1.00		\$7,977
POLICE LIEUTENANT	1.00	1.00	-	-	\$8,449	\$8,836
POLICE OFFICER	8.00	8.00	9.00	9.00	\$5,332	\$7,387
POLICE SERGEANT	-	-	2.00	2.00	\$8,449	\$8,836
COMMUNITY RESPONSE TEAM TOTAL	11.00	11.00	12.00	12.00		
COMMUNITY RELATNS COORD	-	-	1.00	1.00	\$5,568	\$7,684
POLICE LIEUTENANT	1.00	1.00	-	-	\$8,449	\$8,836
POLICE OFFICER	9.00	9.00	10.00	10.00	\$5,332	\$7,387
POLICE SERGEANT	-	-	1.00	1.00	\$8,449	\$8,836
COMMUNITY SERVICES UNIT TOTAL	10.00	10.00	12.00	12.00		
POLICE LIEUTENANT	1.00	1.00	-	-	\$8,449	\$8,836
POLICE OFFICER	1.67	1.67	1.00	1.00	\$5,332	\$7,387
POLICE SERGEANT	-	-	1.00	1.00	\$8,449	\$8,836
POLICE SUPPORT OFFICER	4.00	4.00	7.00	7.00	\$4,259	\$5,421
PROBATION OFFCR	-	-	1.00	1.00	\$5,043	\$6,959
COURTS & CUSTODY TOTAL	6.67	6.67	10.00	10.00		
FORENSIC LAB MANAGER	1.00	1.00	1.00	1.00	\$6,149	\$8,484
FORENSIC TECH	1.00	1.00	1.00	1.00	\$5,825	\$7,433
POLICE CAPTAIN	1.00	1.00	1.00	1.00	\$9,923	\$10,419
POLICE CRIME ANALYST	1.00	1.00	1.00	1.00	\$5,528	\$7,056
POLICE DATA ANALYST	1.00	1.00	1.00	1.00	\$5,135	\$6,552
POLICE LIEUTENANT	3.00	3.00	-	-	\$8,449	\$8,836
POLICE MAJOR	1.00	1.00	1.00	1.00	\$11,269	\$11,832
POLICE OFFICER	21.00	21.00	21.00	21.00	\$5,332	\$7,387
POLICE SERGEANT	-	-	3.00	3.00	\$8,449	\$8,836
POLICE SUPPORT ADMIN ASST	1.00	1.00	1.00	1.00	\$4,697	\$5,994
INVESTIGATIONS TOTAL	31.00	31.00	31.00	31.00		
DEP POLICE CHIEF	1.00	1.00	-	-	\$9,143	\$12,617
POLICE CAPTAIN	1.00	1.00	-	-	\$9,923	\$10,419
POLICE LIEUTENANT	1.00	1.00	-	-	\$8,449	\$8,836
POLICE MAJOR	-	-	1.00	1.00	\$11,269	\$11,832
POLICE OFFICER	1.00	-	-	-	\$5,332	\$7,387
POLICE SERGEANT	-	-	2.00	2.00	\$8,449	\$8,836
OFFICE OF ACCOUNTABILITY TOTAL	4.00	3.00	3.00	3.00		



12e. Personnel 2019-2020 Budgeted Salary and Position Detail (FTEs only)

Position	2017	2018	2019	2020	2018 Monthly Salary Range	
	Amended	Amended	Budget	Budget	Minimum	Maximum
POLICE CONTINUED...						
POLICE CAPTAIN	2.00	2.00	3.00	3.00	\$9,923	\$10,419
POLICE CORPORAL	8.00	8.00	8.00	8.00	\$7,977	\$7,977
POLICE LIEUTENANT	9.00	9.00	-	-	\$8,449	\$8,836
POLICE MAJOR	2.00	2.00	1.00	1.00	\$11,269	\$11,832
POLICE OFFICER	67.33	67.33	67.00	67.00	\$5,332	\$7,387
POLICE SERGEANT	-	-	9.00	9.00	\$8,449	\$8,836
PATROL TOTAL	88.33	88.33	88.00	88.00		
POLICE CAPTAIN	1.00	1.00	1.00	1.00	\$9,923	\$10,419
POLICE OFFICER	5.00	5.00	4.00	4.00	\$5,332	\$7,387
POLICE PERSONNEL SUPPORT SPECIALIST	1.00	1.00	1.00	1.00	\$4,209	\$5,371
POLICE SERGEANT	-	-	1.00	1.00	\$8,449	\$8,836
POLICE SUPPORT ADMIN ASST	1.00	1.00	1.00	1.00	\$4,697	\$5,994
PERSONNEL SERVICES TOTAL	8.00	8.00	8.00	8.00		
PROPERTY EVIDENCE SUPV	1.00	1.00	1.00	1.00	\$5,298	\$7,311
PROPERTY EVIDENCE TECHNICIAN	2.00	2.00	2.00	2.00	\$4,215	\$5,378
PROPERTY & EVIDENCE TOTAL	3.00	3.00	3.00	3.00		
DATA QUALITY CONTROL SPECIALIST	3.00	3.00	3.00	3.00	\$3,564	\$4,556
LEAD DATA ENTRY SPEC	1.00	1.00	1.00	1.00	\$3,953	\$5,050
LEAD POLICE SUPPORT SPECIALIST	2.00	2.00	3.00	3.00	n/a	\$5,681
POLICE MAJOR	1.00	1.00	1.00	1.00	\$11,269	\$11,832
POLICE RECORDS SUPV	2.00	2.00	2.00	2.00	\$5,568	\$7,684
POLICE SUPPORT SPECIALIST	10.00	10.00	9.00	9.00	\$3,953	\$5,050
POLICE SUPPORT SR ACCTG ASSC	1.00	1.00	1.00	1.00	\$4,697	\$5,994
POLICE SYSTEMS MANAGER	1.00	1.00	1.00	1.00	\$6,149	\$8,484
PROGRAM ADMINISTRATOR	1.00	1.00	1.00	1.00	\$5,568	\$7,684
RECORDS TOTAL	22.00	22.00	22.00	22.00		
POLICE CAPTAIN	1.00	1.00	1.00	1.00	\$9,923	\$10,419
POLICE LIEUTENANT	2.00	2.00	-	-	\$8,449	\$8,836
POLICE OFFICER	12.00	12.00	11.00	11.00	\$5,332	\$7,387
POLICE SERGEANT	-	-	2.00	2.00	\$8,449	\$8,836
SPECIAL OPERATIONS GROUP TOTAL	15.00	15.00	14.00	14.00		
POLICE CAPTAIN	1.00	1.00	1.00	1.00	\$9,923	\$10,419
POLICE LIEUTENANT	2.00	2.00	-	-	\$8,449	\$8,836
POLICE OFFICER	16.00	16.00	16.00	16.00	\$5,332	\$7,387
POLICE SERGEANT	-	-	2.00	2.00	\$8,449	\$8,836
POLICE SUPPORT OFFICER	1.00	1.00	2.00	2.00	\$4,259	\$5,421
TRAFFIC TOTAL	20.00	20.00	21.00	21.00		
POLICE TOTAL	225.00	225.00	232.00	232.00		



12e. Personnel 2019-2020 Budgeted Salary and Position Detail (FTEs only)

Position	2017 Amended	2018 Amended	2019 Budget	2020 Budget	2018 Monthly Salary Range	
					Minimum	Maximum
TRANSPORTATION						
ADMIN ASST	2.00	2.00	2.00	2.00	\$4,345	\$5,994
ADMIN SVCS SUPV	1.00	1.00	1.00	1.00	\$5,298	\$7,311
SR OFFICE ASST	0.65	0.65	0.65	0.65	\$3,743	\$5,168
ADMINISTRATIVE SUPPORT TOTAL	3.65	3.65	3.65	3.65		
ASST DIR, TRANSPORTATION	1.00	1.00	1.00	1.00	\$8,699	\$12,009
CAPITAL PROJECTS MANAGEMENT TOTAL	1.00	1.00	1.00	1.00		
ENG MGR, TRANS	1.00	1.00	-	-	\$8,280	\$11,426
OPS MGR	1.00	1.00	1.00	1.00	\$7,134	\$9,847
SR CONSTRCTN PROJ INSPCTR	8.00	8.00	8.00	8.00	\$5,568	\$7,684
SR ENG TECH	2.00	2.00	2.00	2.00	\$5,568	\$7,684
SR ENG, TRANS	2.00	2.00	2.00	2.00	\$7,134	\$9,847
TRANSPORTATION CONSTRUCTION MANAGER	-	-	1.00	1.00	\$8,280	\$11,426
CIP PROJECT INSPECTION TOTAL	14.00	14.00	14.00	14.00		
DEPT PUBLIC INFO OFFCR	3.00	3.00	3.00	3.00	\$6,149	\$8,484
COMMUNITY RELATIONS TOTAL	3.00	3.00	3.00	3.00		
INSPECTION SUPV	1.00	1.00	1.00	1.00	\$6,462	\$8,916
SR CONSTRCTN PROJ INSPCTR	7.00	9.00	9.00	9.00	\$5,568	\$7,684
CPD/ROW INSPECTION TOTAL	8.00	10.00	10.00	10.00		
CAPITAL PROJ MGR	1.00	1.00	-	-	\$7,499	\$10,346
ENG MGR, TRANS	3.00	3.00	2.00	2.00	\$8,280	\$11,426
ENG, TRANS	2.00	2.00	4.00	4.00	\$6,149	\$8,484
ENGINEERING SUPERVISOR TRANSPORTATION	-	-	1.00	1.00	\$7,499	\$10,346
REGIONAL TRANS PROJ MGR	1.00	0.75	-	-	\$8,280	\$11,426
SR ENG, TRANS	7.00	7.00	7.00	7.00	\$7,134	\$9,847
DESIGN TOTAL	14.00	13.75	14.00	14.00		
ENG MGR, TRANS	1.00	1.00	1.00	1.00	\$8,280	\$11,426
ENG, TRANS	2.00	2.00	2.00	2.00	\$6,149	\$8,484
SR ENG, TRANS	2.00	2.00	2.00	2.00	\$7,134	\$9,847
DEVELOPMENT REVIEW TOTAL	5.00	5.00	5.00	5.00		
DIR, TRANSPORTATION	1.00	1.00	1.00	1.00	\$9,848	\$15,732
TRANS POLICY ADVSR	1.00	1.00	1.00	1.00	\$7,879	\$10,873
DIRECTORS OFFICE TOTAL	2.00	2.00	2.00	2.00		
CONTRACT ADMINSTR	1.00	1.00	1.00	1.00	\$5,568	\$7,684
DATA ANALYST	1.00	1.00	1.00	1.00	\$4,798	\$6,620
FISCAL MGR	1.00	1.00	1.00	1.00	\$7,499	\$10,346
SR BUDGET ANALYST	2.00	2.00	2.00	2.00	\$6,149	\$8,484
FINANCIAL SERVICES TOTAL	5.00	5.00	5.00	5.00		
ASSOC PLANNER	1.00	1.00	1.00	1.00	\$5,568	\$7,684
PROGRAM ADMINISTRATOR	1.00	1.00	1.00	1.00	\$5,568	\$7,684
PROGRAM MANAGER	1.00	1.00	1.00	1.00	\$6,462	\$8,916
SR PLANNER	1.00	1.00	1.00	1.00	\$6,462	\$8,916
TRANS IMPL PROGRAMMING DIV MGR	1.00	1.00	1.00	1.00	\$7,879	\$10,873
IMPLEMENTATION PLANNING TOTAL	5.00	5.00	5.00	5.00		
ASSOC PLANNER	-	-	1.00	1.00	\$5,568	\$7,684
SR PLANNER	4.00	4.00	1.00	1.00	\$6,462	\$8,916
TRANSPORTATION PRINCIPAL PLANNER	-	-	2.00	2.00	\$7,134	\$9,847
LONG RANGE PLANNING TOTAL	4.00	4.00	4.00	4.00		



12e. Personnel 2019-2020 Budgeted Salary and Position Detail (FTEs only)

Position	2017 Amended	2018 Amended	2019 Budget	2020 Budget	2018 Monthly Salary Range	
					Minimum	Maximum
TRANSPORTATION CONTINUED...						
ENG MGR, TRANS	1.00	1.00	1.00	1.00	\$8,280	\$11,426
SR ENG, TRANS	1.00	1.00	1.00	1.00	\$7,134	\$9,847
TRANS ANALYST	2.00	2.00	2.00	2.00	\$6,462	\$8,916
MODELING & ANALYSIS TOTAL	4.00	4.00	4.00	4.00		
NEIGHBORHOOD SERVICES						
ASSOC PLANNER	1.00	1.00	1.00	1.00	\$5,568	\$7,684
ENG, TRANS	3.80	3.80	3.80	3.80	\$6,149	\$8,484
NEIGHBRHD TRANS SVCS MGR	1.00	1.00	1.00	1.00	\$8,280	\$11,426
SR ENG, TRANS	1.00	1.00	1.00	1.00	\$7,134	\$9,847
NEIGHBORHOOD SERVICES TOTAL	6.80	6.80	6.80	6.80		
PLANNING MANAGEMENT						
ASST DIR, TRANSPORTATION	1.00	1.00	1.00	1.00	\$8,699	\$12,009
PLANNING MANAGEMENT TOTAL	1.00	1.00	1.00	1.00		
RIGHT OF WAY REVIEW						
ENG MGR, TRANS	1.00	1.00	-	-	\$8,280	\$11,426
ENG, TRANS	2.00	2.00	2.00	2.00	\$6,149	\$8,484
PERMIT PROCSNG TECH	1.00	1.00	-	-	\$4,345	\$5,994
PROGRAM MANAGER	-	-	1.00	1.00	\$6,462	\$8,916
RIGHT OF WAY MANAGER	-	-	1.00	1.00	\$8,280	\$11,426
SR ENG TECH	2.00	2.00	3.00	3.00	\$5,568	\$7,684
SR ENG, TRANS	2.00	2.00	2.00	2.00	\$7,134	\$9,847
RIGHT OF WAY REVIEW TOTAL	8.00	8.00	9.00	9.00		
ROADSIDE VEGETATION MAINT						
SKILLED WORKER	1.00	1.00	1.00	1.00	\$4,502	\$5,658
ROADSIDE VEGETATION MAINT TOTAL	1.00	1.00	1.00	1.00		
ROADWAY MAINT						
CREW LEADER	1.00	1.00	1.00	1.00	\$5,416	\$6,802
LEAD WORKER - PRGMS	1.00	1.00	1.00	1.00	\$5,071	\$6,355
MAINT WORKER	-	-	1.00	1.00	\$4,005	\$5,032
SKILLED WORKER	2.00	2.00	1.00	1.00	\$4,502	\$5,658
TECHNICAL SPEC	1.00	1.00	1.00	1.00	\$5,383	\$6,569
TRANSPORTATION OPERATIONS & MAINTENANCE MANAGER	1.00	1.00	1.00	1.00	\$7,499	\$10,346
ROADWAY MAINT TOTAL	6.00	6.00	6.00	6.00		
ROADWAY SURFACING						
OPS MGR	1.00	1.00	-	-	\$7,134	\$9,847
PAVEMENT PROJECT MANAGER	-	-	1.00	1.00	\$7,134	\$9,847
SR CONSTRCTN PROJ INSPCTR	1.00	1.00	1.00	1.00	\$5,568	\$7,684
ROADWAY SURFACING TOTAL	2.00	2.00	2.00	2.00		
SIDEWALK MAINT						
LEAD WORKER - PRGMS	1.00	1.00	1.00	1.00	\$5,071	\$6,355
MAINT WORKER	-	-	1.00	1.00	\$4,005	\$5,032
SKILLED WORKER	4.00	4.00	3.00	3.00	\$4,502	\$5,658
SIDEWALK MAINT TOTAL	5.00	5.00	5.00	5.00		
SIGNALS						
ADMIN ASST	1.00	1.00	1.00	1.00	\$4,345	\$5,994
ELECTRONICS TECH	1.00	1.00	1.00	1.00	\$5,846	\$7,461
MASTER ELECTRNCS TECH	1.00	1.00	1.00	1.00	\$7,024	\$8,132
MASTER SIGNAL ELECTRCN	1.00	1.00	1.00	1.00	\$7,024	\$8,132
SIGNAL ELECTRICIAN	5.00	5.00	5.00	5.00	\$5,846	\$7,461
WORKING CHIEF	3.00	3.00	3.00	3.00	\$7,346	\$8,505
SIGNALS TOTAL	12.00	12.00	12.00	12.00		



12e. Personnel
2019-2020 Budgeted Salary and Position Detail
(FTEs only)

Position	2017 Amended	2018 Amended	2019 Budget	2020 Budget	<u>2018 Monthly Salary Range</u>	
					Minimum	Maximum
TRANSPORTATION CONTINUED...						
SKILLED WORKER	3.00	3.00	3.00	3.00	\$4,502	\$5,658
SNOW & ICE CONTROL TOTAL	3.00	3.00	3.00	3.00		
LEAD WORKER - PRGMS	1.00	1.00	1.00	1.00	\$5,071	\$6,355
SKILLED WORKER	2.00	2.00	2.00	2.00	\$4,502	\$5,658
STREET CLEANING TOTAL	3.00	3.00	3.00	3.00		
SIGNAL ELECTRICIAN	2.00	2.00	2.00	2.00	\$5,846	\$7,461
STREET LIGHTING TOTAL	2.00	2.00	2.00	2.00		
CREW LEADER	1.00	1.00	1.00	1.00	\$5,416	\$6,802
INVENTORY SPEC 1	1.00	1.00	1.00	1.00	\$4,503	\$5,660
LEAD WORKER - PRGMS	1.00	1.00	1.00	1.00	\$5,071	\$6,355
SKILLED WORKER	2.00	2.00	2.00	2.00	\$4,502	\$5,658
SR ENG TECH	1.00	1.00	1.00	1.00	\$5,568	\$7,684
UTILITIES SUPERINTENDENT	1.00	1.00	1.00	1.00	\$6,462	\$8,916
TRAFFIC CONTROL DEVICES MAINT TOTAL	7.00	7.00	7.00	7.00		
CAPITAL PROJ MGR	1.00	1.00	2.00	2.00	\$7,499	\$10,346
ENG MGR, TRANS	1.00	1.00	1.00	1.00	\$8,280	\$11,426
ENG, TRANS	5.00	5.00	4.00	4.00	\$6,149	\$8,484
SR ENG, TRANS	5.00	5.00	6.00	6.00	\$7,134	\$9,847
TRAFFIC ENGINEERING TOTAL	12.00	12.00	13.00	13.00		
ASST DIR, TRANSPORTATION	1.00	1.00	1.00	1.00	\$8,699	\$12,009
CAPITAL PROJ MGR	1.00	1.00	-	-	\$7,499	\$10,346
TRANSPORTATION STRATEGIC ENGINEERING ADVISOR	1.00	1.00	1.00	1.00	\$7,499	\$10,346
TRAFFIC MANAGEMENT TOTAL	3.00	3.00	2.00	2.00		
TRANSPORTATION TOTAL	140.45	142.20	143.45	143.45		
GENERAL FUND TOTAL	927.15	933.15	954.90	955.90		



12e. Personnel 2019-2020 Budgeted Salary and Position Detail (FTEs only)

Position	2017	2018	2019	2020	2018 Monthly Salary Range	
	Amended	Amended	Budget	Budget	Minimum	Maximum
DEVELOPMENT SERVICES FUND						
ADMIN ASST	1.00	-	-	-	\$4,345	\$5,994
BUSINESS PROC ANALYST	1.00	2.00	3.00	3.00	\$5,568	\$7,684
DEPT PUBLIC INFO OFFCR	1.00	-	-	-	\$6,149	\$8,484
DEVELOPMENT SVC TRAINING COORD	1.00	1.00	-	-	\$5,298	\$7,311
PROGRAM MANAGER	1.00	1.00	1.00	1.00	\$6,462	\$8,916
SENIOR BUSINESS PROCESS ANALYST	1.00	1.00	1.00	1.00	\$6,149	\$8,484
SYSTEMS ANALYST	-	-	1.00	1.00	\$5,853	\$8,074
BUSINESS PROGRAM TOTAL	6.00	5.00	6.00	6.00		
ASST DIR, DEVELOPMENT SERVICES	-	1.00	1.00	1.00	\$8,699	\$12,009
CODE COMP OFFCR	5.00	5.00	5.00	5.00	\$5,568	\$7,684
CODE COMP SUPV	1.00	1.00	1.00	1.00	\$6,462	\$8,916
CONSULTING ATTORNEY	-	0.50	0.50	0.50	\$8,699	\$12,009
PLANNING MGR	-	1.00	1.00	1.00	\$7,499	\$10,346
SR LAND USE PROF	-	1.00	1.00	1.00	\$6,462	\$8,916
CODE COMPLIANCE TOTAL	6.00	9.50	9.50	9.50		
ADMIN ASST	2.00	4.00	4.00	4.00	\$4,345	\$5,994
BUSINESS PROC ANALYST	-	-	1.00	1.00	\$5,568	\$7,684
CUSTOMER SERVICE TOTAL	2.00	4.00	5.00	5.00		
ADMIN SVCS SUPV	-	-	1.00	1.00	\$5,298	\$7,311
ASST DIR, DEVELOPMENT SERVICES	1.00	1.00	1.00	1.00	\$8,699	\$12,009
DEPT PUBLIC INFO OFFCR	-	1.00	-	-	\$6,149	\$8,484
DIRECTOR, DEVELOPMENT SERVICES	1.00	1.00	1.00	1.00	\$9,848	\$15,732
SR ADMIN ASST	0.50	0.50	-	-	\$4,565	\$6,301
SENIOR BUSINESS PROCESS ANALYST	-	-	1.00	1.00	\$6,149	\$8,484
DEPARTMENT MGMT TOTAL	2.50	3.50	4.00	4.00		
BUDGET ANALYST	1.00	1.00	-	-	\$5,043	\$6,959
FINANCIAL ANALYST	-	-	1.00	1.00	\$5,043	\$6,959
FISCAL MGR	1.00	1.00	1.00	1.00	\$7,499	\$10,346
SR ACCTG ASSOC	2.00	2.00	2.00	2.00	\$4,133	\$5,704
SR FINANCIAL ANALYST	1.00	1.00	1.00	1.00	\$5,568	\$7,684
FINANCIAL SERVICE TOTAL	5.00	5.00	5.00	5.00		
ASST DIR, DEVELOPMENT SERVICES	0.50	0.50	0.50	0.50	\$8,699	\$12,009
COMBO INSPECTOR	19.00	20.00	20.00	20.00	\$7,223	\$7,974
INSPECTION SERVICES MANAGER	1.00	1.00	1.00	1.00	\$7,499	\$10,346
INSPECTION SUPV	1.00	1.00	-	-	\$6,462	\$8,916
INSPECTOR	11.00	11.00	11.00	11.00	\$6,570	\$7,252
REVIEW & INSPECTION SUPERVISOR	3.50	3.50	4.50	4.50	\$7,953	\$9,207
INSPECTION TOTAL	36.00	37.00	37.00	37.00		
ASSOC LAND USE PROF	7.00	7.00	7.00	7.00	\$5,568	\$7,684
ASST DIR, DEVELOPMENT SERVICES	2.00	1.00	1.00	1.00	\$8,699	\$12,009
ASST LAND USE PROF	3.00	3.00	3.00	3.00	\$4,798	\$6,620
CONSULTING ATTORNEY	1.00	0.50	0.50	0.50	\$8,699	\$12,009
PLANNING MGR	4.00	3.00	3.00	3.00	\$7,499	\$10,346
SR ADMIN ASST	0.50	0.50	-	-	\$4,565	\$6,301
SR LAND USE PROF	5.00	5.00	5.00	5.00	\$6,462	\$8,916
LAND USE PLANNERS TOTAL	22.50	20.00	19.50	19.50		
ADMIN ASST	-	1.00	-	-	\$4,345	\$5,994
PAPERLESS PERMITTING TOTAL	-	1.00	-	-		
ADMIN ASST	2.00	-	-	-	\$4,345	\$5,994
PERMIT CENTER MANAGER	1.00	1.00	1.00	1.00	\$6,149	\$8,484
PERMIT PROCSNG TECH	5.00	5.00	5.00	5.00	\$4,345	\$5,994
PERMIT CENTER TOTAL	8.00	6.00	6.00	6.00		



12e. Personnel
2019-2020 Budgeted Salary and Position Detail
(FTEs only)

Position	2017 Amended	2018 Amended	2019 Budget	2020 Budget	<u>2018 Monthly Salary Range</u>	
					Minimum	Maximum
DEVELOPMENT SERVICES CONTINUED...						
ASST DIR, DEVELOPMENT SERVICES	0.50	0.50	0.50	0.50	\$8,699	\$12,009
CLEAR & GRADING REVIEWER	2.00	2.00	2.00	2.00	\$7,223	\$7,974
PLANS EXAMINER	12.00	10.00	11.00	11.00	\$7,223	\$7,974
REVIEW & INSPECTION SUPERVISOR	2.50	2.50	2.50	2.50	\$7,953	\$9,207
SR CONSTRUCTN PROJ INSPCTR	2.00	2.00	-	-	\$5,568	\$7,684
STRUCTRL PLANS EXAMINER	4.00	5.00	6.00	6.00	\$8,336	\$9,204
PLANS EXAMINERS TOTAL	23.00	22.00	22.00	22.00		
BUSINESS PROC ANALYST	2.00	1.00	-	-	\$5,568	\$7,684
BUSINESS SYSTEMS MANAGER	1.00	1.00	-	-	\$7,879	\$10,873
PROGRAM MANAGER	-	-	1.00	1.00	\$6,462	\$8,916
TECHNOLOGY SERVICES TOTAL	3.00	2.00	1.00	1.00		
DEVELOPMENT SERVICES FUND TOTAL	114.00	115.00	115.00	115.00		



12e. Personnel
2019-2020 Budgeted Salary and Position Detail
(FTEs only)

Position	2017 Amended	2018 Amended	2019 Budget	2020 Budget	<u>2018 Monthly Salary Range</u>	
					Minimum	Maximum
EQUIPMENT RENTAL FUND						
MASTER ELECTRNCS TECH	1.00	1.00	1.00	1.00	\$7,024	\$8,132
WORKING CHIEF	1.00	1.00	1.00	1.00	\$7,346	\$8,505
EERF EQUIPMENT MAINTENANCE TOTAL	2.00	2.00	2.00	2.00		
ADMIN ASST	1.00	1.00	1.00	1.00	\$4,345	\$5,994
FLEET & COMM ADMINISTRATOR	2.00	2.00	2.00	2.00	\$6,149	\$8,484
MERF ADMINISTRATION TOTAL	3.00	3.00	3.00	3.00		
ADMIN ASST	1.00	1.00	-	-	\$4,345	\$5,994
FLEET & COMM ADMINISTRATOR	3.00	3.00	-	-	\$6,149	\$8,484
FLEET & COMMUNICATIONS PROGRAM MANAGER	-	-	2.00	2.00	\$6,462	\$8,916
INVENTORY SPEC 1	2.00	2.00	2.00	2.00	\$4,503	\$5,660
INVENTORY SPEC 2	1.00	1.00	1.00	1.00	\$4,972	\$6,249
LEAD MECH SVCS TECH	2.00	2.00	2.00	2.00	\$5,416	\$6,802
MECHANICAL SVCS TECH	9.00	9.00	10.00	10.00	\$4,907	\$6,170
PROGRAM ADMINISTRATOR	-	-	1.00	1.00	\$5,568	\$7,684
SR OFFICE ASST	-	-	1.00	1.00	\$3,743	\$5,168
MERF EQUIPMENT MAINTENANCE TOTAL	18.00	18.00	19.00	19.00		
EQUIPMENT RENTAL FUND TOTAL	23.00	23.00	24.00	24.00		



12e. Personnel
2019-2020 Budgeted Salary and Position Detail
(FTEs only)

Position	2017 Amended	2018 Amended	2019 Budget	2020 Budget	<u>2018 Monthly Salary Range</u>	
					Minimum	Maximum
FACILITIES SERVICES FUND						
ADMIN ASST	2.00	2.00	2.00	2.00	\$4,345	\$5,994
FACILITIES OPERATIONS SUPT	-	-	1.00	1.00	\$5,853	\$8,074
FACILITIES OPS SPEC	6.00	6.00	7.00	7.00	\$5,568	\$7,684
FACILITIES PLANNG MGR	1.00	1.00	-	-	\$7,499	\$10,346
OPS MGR	1.00	1.00	1.00	1.00	\$7,134	\$9,847
PROGRAM ADMINISTRATOR	2.00	2.00	2.00	2.00	\$5,568	\$7,684
PROGRAM MANAGER	1.00	1.00	-	-	\$6,462	\$8,916
SR BUDGET ANALYST	1.00	1.00	1.00	1.00	\$6,149	\$8,484
STRUCTRL MAINT SPEC 2	2.00	2.00	2.00	2.00	\$4,907	\$6,170
STRUCTURAL MAINT SPEC 1	1.00	1.00	1.00	1.00	\$4,503	\$5,660
FACILITIES M&O TOTAL	17.00	17.00	17.00	17.00		
CAPITAL PROJ COORD	2.00	2.00	2.00	2.00	\$6,149	\$8,484
FACILITIES PLANNG MGR	1.00	1.00	1.00	1.00	\$7,499	\$10,346
FACILITIES PLNG COORD	-	-	1.00	1.00	\$5,853	\$8,074
PROGRAM MANAGER	-	-	1.00	1.00	\$6,462	\$8,916
SR FACILITIES PLANNG COORD	1.00	1.00	1.00	1.00	\$6,462	\$8,916
FACILITIES PRJ MGMT TOTAL	4.00	4.00	6.00	6.00		
FACILITIES OPS SPEC	1.00	1.00	-	-	\$5,568	\$7,684
FACILITIES PLNG COORD	1.00	1.00	-	-	\$5,853	\$8,074
FACILITIES TENANT SERVICES TOTAL	2.00	2.00	-	-		
SERVICE FIRST COORD	1.00	1.00	1.00	1.00	\$4,345	\$5,994
RIDE SHARE TOTAL	1.00	1.00	1.00	1.00		
FACILITIES SERVICES FUND TOTAL	24.00	24.00	24.00	24.00		



12e. Personnel
2019-2020 Budgeted Salary and Position Detail
(FTEs only)

Position	2017 Amended	2018 Amended	2019 Budget	2020 Budget	<u>2018 Monthly Salary Range</u>	
					Minimum	Maximum
GENERAL SELF-INSURANCE FUND						
RISK MANAGER	1.00	1.00	1.00	1.00	\$7,499	\$10,346
RISK MGMNT SPEC	3.75	3.75	3.75	3.75	\$5,568	\$7,684
GENERAL SELF-INSURANCE TOTAL	4.75	4.75	4.75	4.75		
GENERAL SELF-INSURANCE FUND TOTAL	4.75	4.75	4.75	4.75		



12e. Personnel
2019-2020 Budgeted Salary and Position Detail
(FTEs only)

Position	2017 Amended	2018 Amended	2019 Budget	2020 Budget	<u>2018 Monthly Salary Range</u>	
					Minimum	Maximum
HEALTH BENEFITS FUND						
BENEFITS SPECIALIST	0.80	0.80	0.80	0.80	\$4,345	\$5,994
HR PROG ADMIN	1.00	1.00	1.00	1.00	\$5,853	\$8,074
MEDICAL & ADMIN TOTAL	1.80	1.80	1.80	1.80		
HEALTH BENEFITS FUND TOTAL	1.80	1.80	1.80	1.80		



12e. Personnel
2019-2020 Budgeted Salary and Position Detail
(FTEs only)

Position	2017 Amended	2018 Amended	2019 Budget	2020 Budget	<u>2018 Monthly Salary Range</u>	
					Minimum	Maximum
HOUSING FUND						
ASSOC PLANNER	1.00	1.00	1.00	1.00	\$5,568	\$7,684
SR ADMIN ASST	1.00	1.00	1.00	1.00	\$4,565	\$6,301
SR OFFICE ASST	1.00	1.00	1.00	1.00	\$3,743	\$5,168
SR PLANNER	1.00	1.00	1.00	1.00	\$6,462	\$8,916
ARCH PROJECT TOTAL	4.00	4.00	4.00	4.00		
HOUSING FUND TOTAL	4.00	4.00	4.00	4.00		



12e. Personnel 2019-2020 Budgeted Salary and Position Detail (FTEs only)

Position	2017 Amended	2018 Amended	2019 Budget	2020 Budget	<u>2018 Monthly Salary Range</u>	
					Minimum	Maximum
INFORMATION TECHNOLOGY FUND						
INFO TECH MGR	1.00	1.00	1.00	1.00	\$8,699	\$12,009
IT APP DEVELOPER 4B	1.00	1.00	1.00	1.00	\$8,699	\$12,009
IT APPLICATION DEVELOPER 2	2.00	2.00	2.00	2.00	\$6,462	\$8,916
IT APPLICATION DEVELOPER 3	4.00	4.00	4.00	4.00	\$7,499	\$10,346
IT BUSINESS ANALYST 3	-	-	1.00	1.00	\$6,149	\$8,484
IT NETWORK/SYSTEM ADMIN 4B	-	-	1.00	1.00	\$8,280	\$11,426
IT PROJECT MANAGER 3	-	-	1.00	1.00	\$7,134	\$9,847
TECHNOLOGY BUSINESS ANALYST 2	1.00	1.00	1.00	1.00	\$5,298	\$7,311
APPLICATION DEVELOPMENT TOTAL	9.00	9.00	12.00	12.00		
ADMIN ASST	1.00	1.00	1.00	1.00	\$4,345	\$5,994
ASST DIR, INFO TECH	2.00	2.00	2.00	2.00	\$9,143	\$12,617
CHIEF INFO OFFCR	1.00	1.00	1.00	1.00	\$9,848	\$15,732
FISCAL MGR	1.00	1.00	1.00	1.00	\$7,499	\$10,346
SR ACCTG ASSOC	1.00	1.00	1.00	1.00	\$4,133	\$5,704
SR FINANCIAL ANALYST	1.00	1.00	1.00	1.00	\$5,568	\$7,684
BUSINESS OPERATIONS TOTAL	7.00	7.00	7.00	7.00		
IT END USER SUPPORT 1	2.00	2.00	2.00	2.00	\$4,565	\$6,301
IT END USER SUPPORT 2	3.00	3.00	3.00	3.00	\$5,298	\$7,311
IT END USER SUPPORT 3	2.00	2.00	2.00	2.00	\$5,853	\$8,074
IT END USER SUPPORT 4A	1.00	1.00	1.00	1.00	\$6,790	\$9,369
CTS - HELP/SERVICE DESK TOTAL	8.00	8.00	8.00	8.00		
EXEC DIR, ECITY GOV ALLIANCE	1.00	1.00	1.00	1.00	\$8,699	\$12,009
E-GOV ALL - OPERATIONS TOTAL	1.00	1.00	1.00	1.00		
IT BUSINESS ANALYST 3	1.00	1.00	1.00	1.00	\$6,149	\$8,484
IT DATABASE ADMINISTRATOR 2	1.00	1.00	-	-	\$7,134	\$9,847
IT GEOGRAPHIC INFO SYS 3	2.00	2.00	2.00	2.00	\$6,149	\$8,484
IT GEOGRAPHIC INFORMATION SYSTEMS 2	1.00	1.00	1.00	1.00	\$5,043	\$6,959
IT SYSTEMS ANALYST 3	-	-	1.00	1.00	\$7,134	\$9,847
IT SYSTEMS ANALYST 4A	1.00	1.00	1.00	1.00	\$7,499	\$10,346
GEOSPATIAL TECHNOLOGY SERVICES TOTAL	6.00	6.00	6.00	6.00		
IT CONTENT DEV/MULTIMEDIA 3	2.00	2.00	2.00	2.00	\$5,568	\$7,684
GRAPHICS TOTAL	2.00	2.00	2.00	2.00		
INFO TECH MGR	1.00	1.00	1.00	1.00	\$8,699	\$12,009
IT APPLICATION DEVELOPER 3	1.00	1.00	1.00	1.00	\$7,499	\$10,346
IT DATABASE ADMINISTRATOR 2	1.00	1.00	1.00	1.00	\$7,134	\$9,847
IT END USER SUPPORT 2	1.00	1.00	1.00	1.00	\$5,298	\$7,311
IT END USER SUPPORT 3	1.00	1.00	1.00	1.00	\$5,853	\$8,074
IT NETWK/SYS ADMINISTRATOR 2	2.00	2.00	2.00	2.00	\$5,298	\$7,311
IT NETWK/SYS ADMINISTRATOR 3	3.00	3.00	3.00	3.00	\$6,790	\$9,369
IT NETWK/SYS ADMINISTRATOR 4A	-	-	1.00	1.00	\$7,879	\$10,873
IT NETWORK/SYSTEM ADMIN 4B	2.00	2.00	-	-	\$8,280	\$11,426
NETWORK SERVICES TOTAL	12.00	12.00	11.00	11.00		



12e. Personnel
2019-2020 Budgeted Salary and Position Detail
(FTEs only)

Position	2017 Amended	2018 Amended	2019 Budget	2020 Budget	<u>2018 Monthly Salary Range</u>	
					Minimum	Maximum
IT CONTINUED...						
INFO TECH MGR	1.00	1.00	1.00	1.00	\$8,699	\$12,009
IT BUSINESS ANALYST 3	2.00	2.00	2.00	2.00	\$6,149	\$8,484
IT PROJECT MANAGER 3	3.00	3.00	2.00	2.00	\$7,134	\$9,847
IT SYSTEMS ANALYST 2	6.00	6.00	6.00	6.00	\$6,149	\$8,484
IT SYSTEMS ANALYST 3	2.00	2.00	2.00	2.00	\$7,134	\$9,847
IT SYSTEMS ANALYST 4A	1.00	1.00	1.00	1.00	\$7,499	\$10,346
TECHNOLOGY BUSINESS ANALYST 2	1.00	1.00	-	-	\$5,298	\$7,311
TECHNOLOGY BUSINESS SYSTEMS TOTAL	16.00	16.00	14.00	14.00		
INFORMATION TECHNOLOGY FUND TOTAL	61.00	61.00	61.00	61.00		



12e. Personnel
2019-2020 Budgeted Salary and Position Detail
(FTEs only)

Position	2017 Amended	2018 Amended	2019 Budget	2020 Budget	<u>2018 Monthly Salary Range</u>	
					Minimum	Maximum
OP GRANTS/DONATIONS/SP RESERVES FUND						
EMERGENCY PREP PLANS COORD	0.44	0.44	-	-	\$4,798	\$6,620
EMERG PREP COORDINATOR	1.00	1.00	1.44	1.44	\$5,298	\$7,311
OP GRANTS/DONATIONS/SP RESERVES FUND TOTAL	1.44	1.44	1.44	1.44		



12e. Personnel
2019-2020 Budgeted Salary and Position Detail
(FTEs only)

Position	2017 Amended	2018 Amended	2019 Budget	2020 Budget	<u>2018 Monthly Salary Range</u>	
					Minimum	Maximum
PARKS ENTERPRISE FUND						
ADMIN ASST	1.00	1.00	1.00	1.00	\$4,345	\$5,994
COMMNTY SVCS SUPV	1.00	1.00	1.00	1.00	\$6,149	\$8,484
FACILITIES OPERATIONS SUPT	1.00	1.00	1.00	1.00	\$5,853	\$8,074
PRKS & CMMNTY SVCS MGR	1.00	1.00	1.00	1.00	\$7,134	\$9,847
REC SUPV	1.00	1.00	1.00	1.00	\$5,568	\$7,684
AQUATICS TOTAL	5.00	5.00	5.00	5.00		
ADMIN ASST	1.00	1.00	1.00	1.00	\$4,345	\$5,994
COMMNTY SVCS SUPV	1.00	1.00	1.00	1.00	\$6,149	\$8,484
REC PROG COORD	1.00	1.00	1.00	1.00	\$5,298	\$7,311
FACILITIES TOTAL	3.00	3.00	3.00	3.00		
CREW LEADER	1.00	1.00	1.00	1.00	\$5,416	\$6,802
GOLF COURSE MAINT SUPV	1.00	1.00	1.00	1.00	\$6,149	\$8,484
MECHANICAL SVCS TECH	1.00	1.00	1.00	1.00	\$4,907	\$6,170
SKILLED WORKER	3.00	3.00	3.00	3.00	\$4,502	\$5,658
GOLF-MUNICIPAL TOTAL	6.00	6.00	6.00	6.00		
ADMIN ASST	-	-	1.00	1.00	\$4,345	\$5,994
COMMNTY SVCS SUPV	1.00	1.00	1.00	1.00	\$6,149	\$8,484
REC CENTER COORDINATOR	1.00	1.00	1.00	1.00	\$4,565	\$6,301
SR ACCTG ASSOC	1.00	1.00	-	-	\$4,133	\$5,704
TENNIS CENTER TOTAL	3.00	3.00	3.00	3.00		
PARKS ENTERPRISE FUND TOTAL	17.00	17.00	17.00	17.00		



12e. Personnel 2019-2020 Budgeted Salary and Position Detail (FTEs only)

Position	2017	2018	2019	2020	2018 Monthly Salary Range	
	Amended	Amended	Budget	Budget	Minimum	Maximum
SEWER UTILITY FUND						
ASST DIR, UTILITIES	1.00	1.00	1.00	1.00	\$8,699	\$12,009
BUSINESS MGR	-	-	1.00	1.00	\$7,499	\$10,346
CAPITAL PROJ MGR	-	-	1.00	1.00	\$7,499	\$10,346
ENG SUPV, UTIL	1.00	1.00	-	-	\$7,499	\$10,346
PLANNING MGR	1.00	1.00	-	-	\$7,499	\$10,346
SR BUDGET ANALYST	1.00	1.00	1.00	1.00	\$6,149	\$8,484
TECHNICAL SPEC	1.00	1.00	1.00	1.00	\$5,383	\$6,569
BUSINESS ADMIN - SEWER TOTAL	5.00	5.00	5.00	5.00		
ACCOUNT REPRESENTATIVE, UTILITY BILLING	1.00	1.00	1.00	1.00	\$4,345	\$5,994
SR ADMIN ASST	1.00	1.00	1.00	1.00	\$4,565	\$6,301
SYSTEMS ANALYST	1.00	1.00	1.00	1.00	\$5,853	\$8,074
UTILITIES BILLING MANAGER	1.00	1.00	1.00	1.00	\$5,853	\$8,074
CUSTOMER SVC & SYSTEMS -SEWER TOTAL	4.00	4.00	4.00	4.00		
ASST LAND USE PROF	2.00	2.00	2.00	2.00	\$4,798	\$6,620
PLANNING MGR	1.00	1.00	1.00	1.00	\$7,499	\$10,346
SR CONSTRCTN PROJ INSPCTR	2.00	2.00	2.00	2.00	\$5,568	\$7,684
DEVELOPMENT SERVICES-SEWER TOTAL	5.00	5.00	5.00	5.00		
ADMIN ASST	1.00	1.00	1.00	1.00	\$4,345	\$5,994
ASST DIR, UTILITIES	1.00	1.00	1.00	1.00	\$8,699	\$12,009
CAPITAL PROJ COORD	1.00	1.00	-	-	\$6,149	\$8,484
CONTRACT ADMINSTR	-	-	1.00	1.00	\$7,499	\$10,346
SR CONSTRCTN PROJ INSPCTR	3.00	3.00	2.00	2.00	\$5,568	\$7,684
SR ENG, UTIL	5.00	5.00	5.00	5.00	\$7,134	\$9,847
TELEMETRY TECHNICIAN LEAD	-	-	1.00	1.00	\$5,853	\$8,074
ENGINEERING-SEWER TOTAL	11.00	11.00	11.00	11.00		
ADMIN ASST	1.00	1.00	1.00	1.00	\$4,345	\$5,994
ADMIN SVCS SUPV	1.00	1.00	1.00	1.00	\$5,298	\$7,311
ASST DIR, UTILITIES	1.00	1.00	1.00	1.00	\$8,699	\$12,009
CREW LEADER	2.00	2.00	2.00	2.00	\$5,416	\$6,802
INVENTORY SPEC 2	1.00	1.00	1.00	1.00	\$4,972	\$6,249
LEAD WORKER	1.00	1.00	1.00	1.00	\$4,907	\$6,170
LEAD WORKER - PRGMS	1.00	1.00	2.00	2.00	\$5,071	\$6,355
MAINT WORKER	3.00	3.00	3.00	3.00	\$4,005	\$5,032
PROGRAM ADMINISTRATOR	-	-	1.00	1.00	\$5,568	\$7,684
SKILLED WORKER	8.00	8.00	7.00	7.00	\$4,502	\$5,658
SR ENG TECH	2.00	2.00	1.00	1.00	\$5,568	\$7,684
TECHNICAL SPEC	4.00	4.00	4.00	4.00	\$5,383	\$6,569
TELEMETRY TECH	1.00	1.00	1.00	1.00	\$5,568	\$7,684
UTILITIES SUPERINTENDENT	1.00	1.00	1.00	1.00	\$6,462	\$8,916
O&M-SEWER TOTAL	27.00	27.00	27.00	27.00		
SEWER UTILITY FUND TOTAL	52.00	52.00	52.00	52.00		



12e. Personnel
2019-2020 Budgeted Salary and Position Detail
(FTEs only)

Position	2017 Amended	2018 Amended	2019 Budget	2020 Budget	<u>2018 Monthly Salary Range</u>	
					Minimum	Maximum
SOLID WASTE FUND						
PROGRAM ADMINISTRATOR	1.00	1.00	1.00	1.00	\$5,568	\$7,684
SOLID WASTE MNGT TOTAL	1.00	1.00	1.00	1.00		
SOLID WASTE FUND TOTAL	1.00	1.00	1.00	1.00		



12e. Personnel
2019-2020 Budgeted Salary and Position Detail
(FTEs only)

Position	2017	2018	2019	2020	2018 Monthly Salary Range	
	Amended	Amended	Budget	Budget	Minimum	Maximum
STORM & SURFACE WATER UTILITY FUND						
ACCTG ASSOC	2.00	2.00	2.00	2.00	\$3,743	\$5,168
DEPT PUBLIC INFO OFFCR	1.00	1.00	1.00	1.00	\$6,149	\$8,484
DIR, UTILITIES	1.00	1.00	1.00	1.00	\$9,848	\$15,732
PROGRAM ADMINISTRATOR	1.00	1.00	1.00	1.00	\$5,568	\$7,684
SENIOR BUSINESS PROCESS ANALYST	1.00	1.00	1.00	1.00	\$6,149	\$8,484
SR ADMIN ASST	1.00	1.00	1.00	1.00	\$4,565	\$6,301
SR BUDGET ANALYST	1.00	1.00	1.00	1.00	\$6,149	\$8,484
UTILITIES POLICY ADVSR	1.00	1.00	1.00	1.00	\$7,879	\$10,873
BUSINESS ADMIN - DRAINAGE TOTAL	9.00	9.00	9.00	9.00		
ACCOUNT REPRESENTATIVE, UTILITY BILLING	1.00	1.00	1.00	1.00	\$4,345	\$5,994
BUSINESS PROC ANALYST	1.00	1.00	1.00	1.00	\$5,568	\$7,684
CUSTOMER SVC & SYSTEMS -DRAIN TOTAL	2.00	2.00	2.00	2.00		
ASST LAND USE PROF	1.00	1.00	1.00	1.00	\$4,798	\$6,620
UTILITIES REVIEW PROF	2.00	2.00	2.00	2.00	\$5,853	\$8,074
DEVELOPMENT SERVICES-DRAINAGE TOTAL	3.00	3.00	3.00	3.00		
CONSTRCTN PROJ INSPCTR	1.00	1.00	1.00	1.00	\$5,043	\$6,959
CONTRACT ADMINSTR	1.00	1.00	1.00	1.00	\$5,568	\$7,684
ENG MGR, UTIL	2.00	2.00	4.00	4.00	\$8,280	\$11,426
ENG SUPV, UTIL	1.00	1.00	-	-	\$7,499	\$10,346
ENG TECH	1.00	1.00	1.00	1.00	\$4,798	\$6,620
ENVIRON SCIENTIST	-	-	2.00	2.00	\$6,462	\$8,916
PLANNING MGR	1.00	1.00	-	-	\$7,499	\$10,346
SR CONSTRCTN PROJ INSPCTR	1.00	1.00	1.00	1.00	\$5,568	\$7,684
SR ENG, UTIL	4.00	4.00	2.00	2.00	\$7,134	\$9,847
ENGINEERING-DRAINAGE TOTAL	12.00	12.00	12.00	12.00		
ADMIN ASST	2.00	2.00	2.00	2.00	\$4,345	\$5,994
CREW LEADER, TECHNICAL SPEC	1.00	1.00	1.00	1.00	\$5,689	\$7,020
LEAD WORKER	3.00	3.00	-	-	\$4,907	\$6,170
LEAD WORKER - PRGMS	-	-	3.00	3.00	\$5,071	\$6,355
MAINT WORKER	1.00	1.00	4.00	4.00	\$4,005	\$5,032
PROGRAM ADMINISTRATOR	1.00	1.00	1.00	1.00	\$5,568	\$7,684
SKILLED WORKER	8.00	8.00	5.00	5.00	\$4,502	\$5,658
SR ENG TECH	5.00	5.00	5.00	5.00	\$5,568	\$7,684
TECHNICAL SPEC	1.00	1.00	1.00	1.00	\$5,383	\$6,569
UTILITIES OPS & MAINT MGR	1.00	1.00	1.00	1.00	\$7,499	\$10,346
UTILITIES SUPERINTENDENT	1.00	1.00	1.00	1.00	\$6,462	\$8,916
O&M-DRAINAGE TOTAL	24.00	24.00	24.00	24.00		
STORM & SURFACE WATER UTILITY FUND TOTAL	50.00	50.00	50.00	50.00		



12e. Personnel 2019-2020 Budgeted Salary and Position Detail (FTEs only)

Position	2017 Amended	2018 Amended	2019 Budget	2020 Budget	<u>2018 Monthly Salary Range</u>	
					Minimum	Maximum
WATER UTILITY FUND						
ADMIN ASST	1.00	1.00	1.00	1.00	\$4,345	\$5,994
DEP DIR, UTILITIES	1.00	1.00	1.00	1.00	\$9,143	\$12,617
FISCAL MGR	1.00	1.00	1.00	1.00	\$7,499	\$10,346
MANAGEMENT ASST TO DIRECTOR	1.00	1.00	-	-	\$6,462	\$8,916
PROGRAM ADMINISTRATOR	2.00	2.00	2.00	2.00	\$5,568	\$7,684
PROGRAM MANAGER	-	-	1.00	1.00	\$6,462	\$8,916
SENIOR BUSINESS PROCESS ANALYST	1.00	1.00	1.00	1.00	\$6,149	\$8,484
UTILITIES POLICY ADVSR	1.00	1.00	1.00	1.00	\$7,879	\$10,873
BUSINESS ADMIN - WATER TOTAL	8.00	8.00	8.00	8.00		
ACCOUNT REPRESENTATIVE, UTILITY BILLING	2.75	2.75	3.00	3.00	\$4,345	\$5,994
BUSINESS PROC ANALYST	1.00	1.00	1.00	1.00	\$5,568	\$7,684
BUSINESS SYSTEMS MANAGER	2.00	2.00	2.00	2.00	\$7,879	\$10,873
CAPITAL PROJ MGR	-	-	1.00	1.00	\$7,499	\$10,346
IT PROJECT MANAGER 3	1.00	1.00	-	-	\$7,134	\$9,847
SYSTEMS ANALYST	1.00	1.00	1.00	1.00	\$5,853	\$8,074
CUSTOMER SVC & SYSTEMS -WATER TOTAL	7.75	7.75	8.00	8.00		
SR CONSTRCTN PROJ INSPCTR	2.00	2.00	2.00	2.00	\$5,568	\$7,684
SR UTILITY REVIEW PROFESSIONAL	1.00	1.00	1.00	1.00	\$6,462	\$8,916
UTILITIES REVIEW PROF	2.00	2.00	2.00	2.00	\$5,853	\$8,074
DEVELOPMENT SERVICES-WATER TOTAL	5.00	5.00	5.00	5.00		
ADMIN ASST	1.00	1.00	-	-	\$4,345	\$5,994
CONSTRCTN PROJECT INSPECTOR - LEAD	-	-	1.00	1.00	\$5,853	\$8,074
ENG MGR, UTIL	1.00	1.00	1.00	1.00	\$8,280	\$11,426
ENG TECH	1.00	1.00	-	-	\$4,798	\$6,620
ENG, UTILITIES	1.00	1.00	1.00	1.00	\$6,149	\$8,484
INSPECTION SUPV	1.00	1.00	1.00	1.00	\$6,462	\$8,916
IT GEOGRAPHIC INFO SYS 3	-	-	1.00	1.00	\$6,149	\$8,484
SR ADMIN ASST	-	-	1.00	1.00	\$4,565	\$6,301
SR CONSTRCTN PROJ INSPCTR	3.00	3.00	2.00	2.00	\$5,568	\$7,684
SR ENG TECH	1.00	1.00	1.00	1.00	\$5,568	\$7,684
SR ENG, UTIL	3.00	3.00	3.00	3.00	\$7,134	\$9,847
ENGINEERING-WATER TOTAL	12.00	12.00	12.00	12.00		



12e. Personnel
2019-2020 Budgeted Salary and Position Detail
(FTEs only)

Position	2017	2018	2019	2020	2018 Monthly Salary Range	
	Amended	Amended	Budget	Budget	Minimum	Maximum
WATER CONTINUED...						
CREW LEADER	1.00	1.00	1.00	1.00	\$5,416	\$6,802
CREW LEADER, TECHNICAL SPEC	1.00	1.00	1.00	1.00	\$5,689	\$7,020
CUSTOMER SVC REP	1.00	1.00	-	-	\$3,743	\$5,168
INVENTORY SPEC 1	1.00	1.00	1.00	1.00	\$4,503	\$5,660
LEAD WORKER	5.00	5.00	-	-	\$4,907	\$6,170
LEAD WORKER - PRGMS	-	-	4.00	4.00	\$5,071	\$6,355
MAINT WORKER	4.00	4.00	6.00	6.00	\$4,005	\$5,032
METER READER	5.00	5.00	5.00	5.00	\$4,044	\$5,080
SCADA & OPERATIONS SUPERVISOR	-	-	1.00	1.00	\$6,790	\$9,369
SKILLED WORKER	7.00	7.00	5.00	5.00	\$4,502	\$5,658
SR ADMIN ASST	-	-	1.00	1.00	\$4,565	\$6,301
SR ENG TECH	3.00	3.00	3.00	3.00	\$5,568	\$7,684
TECHNICAL SPEC	5.00	5.00	5.00	5.00	\$5,383	\$6,569
TELEMETRY & SECURITY SYS ANLYT	1.00	1.00	-	-		
TELEMETRY TECHNICIAN LEAD	-	-	1.00	1.00	\$5,853	\$8,074
TELEMETRY TECH	1.00	1.00	1.00	1.00	\$5,568	\$7,684
UTILITIES OPS & MAINT MGR	1.00	1.00	1.00	1.00	\$7,499	\$10,346
UTILITIES SUPERINTENDENT	1.00	1.00	1.00	1.00	\$6,462	\$8,916
WATER QUALITY SUPV	1.00	1.00	1.00	1.00	\$6,790	\$9,369
O&M-WATER TOTAL	38.00	38.00	38.00	38.00		
WATER UTILITY FUND TOTAL	70.75	70.75	71.00	71.00		
CITY TOTAL	1,351.89	1,358.89	1,381.89	1,382.89		



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Fund Descriptions and Reserve Policies

This section highlights each fund in the City of Bellevue, including a short description of how each fund handles reserves. A fund is simply an independent entity that is used to account for all the financial transactions related to it.

When new purposes or dedicated revenues for city operations arise, the city may create a new fund to account for those activities if such segregation is warranted. Every year Bellevue reviews existing funds and projects that need to be closed because the purpose for which they were created has been completed.

The pages in this section are organized alphabetically by fund name. The city's funds are divided into seven fund types, including the General Fund. They are defined as follows:

The General Fund is used to account for all transactions associated with customary city operations that are not required to be accounted for in another fund. The fund number starts with a "0".

Special Revenue Funds are used to account for the proceeds of revenue sources that are legally restricted to expenditures for specified purposes (other than major capital projects). The fund number begins with a "1".

Debt Service Funds are used to account for the accumulation of resources needed to pay general obligation and special assessment bond principal, interest and related costs. The fund number begins with a "2".

Capital Project Funds are used to account for the acquisition or construction of major capital facilities with the exception of those facilities financed by proprietary or enterprise funds. The fund number begins with a "3".

Enterprise Funds are used to account for city operations, which are financed and operated in a manner similar to private business. The fund number begins with a "4".

Internal Service Funds are used to account for the financing of goods or services provided to city departments or other governments on a cost-reimbursement basis. The fund number begins with a "5".

Trust Funds are used to account for assets held by the government in a trustee capacity.

Agency Funds are used to account for assets held by the government as an agency for individuals, private organizations, other governments or other funds. The fund number for these funds begins with a "6". Agency funds are not budgeted during the city's biennial budget process.

Each fund page includes the name, number, type and description of the fund, the major sources and uses of funds, reserve policies, and other noteworthy information.



Fund Descriptions

A Regional Coalition for Housing (ARCH) Fund - 6950

Fund Type:	Trust and Agency
Fund Description:	The Regional Coalition for Housing (ARCH) Fund accounts for contributions from members of an interlocal agreement formed to address housing needs in East King County. The Fund is used to pay administrative costs incurred by ARCH.
Year Created:	1992
Major Revenue Sources:	Contributions from member jurisdictions of ARCH. Member jurisdictions typically use general operating funds.
Major Expenditures:	Administrative costs of ARCH, including staff costs; lease payments; and office expenditures.
Fund Custodian:	Planning & Community Development
Reserve Policy:	Budgets are approved annually by the ARCH Executive Board and Councils of member jurisdictions. Ending fund balances are carried forward and kept as a reserve. The Executive Board has a policy to maintain a minimum cash reserve of 15% of the annual budget.
Other Notes:	To the extent there is a cash reserve in excess of 15% of the annual budget, the Executive Board will consider making pre-development loans for special projects sponsored by member jurisdictions. The intent is to recover these loans in the event the project proceeds.



Fund Descriptions

Community Connectivity Consortium Fund - 6380

Fund Type:	Trust and Agency
Fund Description:	The Community Connectivity Consortium (The Consortium) is public corporation organized pursuant to the ordinances and approvals of the Consortium members and RCW 35.21.730 through 35.21.759 and RCW 39.34. The Consortium was created and is governed by eighteen public agencies (members): City of Bellevue, City of Kirkland, Lake Washington School District, University of Washington, Bellevue College, Bellevue School District, Evergreen Hospital, City of Federal Way, City of Renton, Renton School District, City of Seattle, City of Algona, City of Auburn, City of Kent, City of Pacific, City of Puyallup, City of Tukwila, and Valley Communication Center. The mission of the Consortium is to create a vibrant and competitive region by providing connectivity services to meet the needs of community institutions—hospitals, universities, schools and government agencies.
Year Created:	2012
Major Revenue Sources:	The primary revenue source is annual member fees. Secondary revenue sources may include project reimbursements, lease or sale of assets and service fees, donations and grants.
Major Expenditures:	Consulting, network engineering, fiber maintenance and repairs, insurance. Maintenance costs for assets such as banked fiber. The City of Bellevue is the fiscal agent for the Consortium.
Fund Custodian:	Information Technology is the Fiscal Agent for the fund.
Reserve Policy:	TBD
Other Notes:	The Consortium may maintain a bank of surplus fiber and other assets to be distributed to members, for revenue generation and use by customers based on demonstrated need and for benefit to the Members and their communities. The Fiscal Agent will keep an accurate asset inventory. The current interlocal agreement can be terminated and/or dissolved upon 180 days written notice by a Consortium member, and by a vote of three quarters of the majority of Consortium members at the next Consortium annual meeting. In the event this agreement is terminated and/or dissolved, assets shall be distributed by the Consortium Board among Consortium members after paying or making provisions for the payment of all debts, obligations, liabilities, costs and expenses of the Consortium.



Fund Descriptions

Development Services Fund - 1420

Fund Type:	Special Revenue
Fund Description:	The Development Services Fund is responsible for administering the Planning and Community Development building review and inspection process, land use and comprehensive planning, and code enforcement.
Year Created:	1991
Major Revenue Sources:	Land use review fees; building plan review fees; inspection fees; developer contributions; civil violations fines; investment interest; and the General Fund contributions that support General Fund activities of the department.
Major Expenditures:	All salaries; benefits; maintenance and operations; and capital needs to support the operations for the Building, Land Use, Housing, Comprehensive Planning, Neighborhood Outreach, and Code Compliance programs.
Fund Custodian:	Development Services Department
Reserve Policy:	<p>The Fund contains reserves for various purposes: prepaid building plan review and inspection services, prepaid land use review, core staffing needs to balance the normal cycles of development, customer service enhancements, and funds to support the ongoing maintenance of the Permit Center.</p> <p>The prepaid workload liability can extend for three years or more throughout the review and construction phases of a project. The core staffing component allows balancing staff levels with cyclical needs, thus mitigating effects of downturns.</p>
Other Notes:	The contributions from the General Fund are equal to the salaries/benefits, M&O and capital costs for programs that have been designated as general-funded activities. Included are the costs for the Planning Program, Outreach Program, Code Compliance, Housing, and a portion of the Land Use Program.



Fund Descriptions

Eastside Narcotics Task Force (ENTF) Fund - 6780

Fund Type:	Agency
Fund Description:	The Eastside Narcotics Task Force (ENTF) was comprised of personnel from law enforcement agencies of Bellevue, Kirkland, Mercer Island, and Redmond. The ENTF Fund accounts for proceeds collected from the forfeiture of cash and property seized during investigations of illicit narcotics manufacture and trafficking. Even though the Task Force disbanded on July 1, 2016, this Agency Fund will remain open indefinitely, because Federal (Department of Justice and Treasury Department) asset forfeitures will continue for several years, along with related expenditures.
Year Created:	1998
Major Revenue Sources:	Forfeiture of cash and property seized by the Task Force during an arrest and surrendered to the Task Force via a judicial hearing.
Major Expenditures:	Supply and equipment purchases, investigation costs, travel and training costs, storage rental fees and, occasionally, participating agency reimbursements.
Fund Custodian:	Police
Reserve Policy:	Use of the reserves is at the discretion of the ENTF Board of Directors. The Board of Directors may identify surplus reserve funds and distribute them to the member jurisdictions based upon Task Force participation. Otherwise, reserves are used for normal ENTTF operations.
Other Notes:	None



Fund Descriptions

eCityGov Alliance Fund - 6370

Fund Type:	Trust and Agency
Fund Description:	The eCityGov Alliance Fund accounts for the eCityGov Alliance operations, which is an interlocal agency created under the Interlocal Cooperation Act, Chapter 39.34 RCW. The Alliance was created and is governed by ten partner cities, Kenmore, Bothell, Woodinville, Kirkland, Bellevue, Mercer Island, Issaquah, Renton, Sammamish, and Snoqualmie. The Alliance provides on-line service portals to the partner cities, as well as to cities and government agencies that wish to subscribe to specific Alliance service portals. Alliance portals currently serve 35 agencies and encompass a population of over 1.5 million citizens.
Year Created:	2002
Major Revenue Sources:	The primary revenue source is annual partner and subscriber fees. Secondary revenue sources may include donations and grants.
Major Expenditures:	Per the annual budget adopted by the Alliance Executive Board, expenditures consist of operating and capital costs to sustain Alliance services. The City of Bellevue is the fiscal and information technology agent for the Alliance and is reimbursed for information technology, infrastructure and administrative support services.
Fund Custodian:	Information Technology
Reserve Policy:	The Executive Board adopted reserve policy is 10% of the operating budget or \$40,000 whichever amount is greater.
Other Notes:	<p>The current interlocal agreement can be terminated if Principals holding at least 60% of the weighted vote of all of the Principals are in concurrence. Upon termination, all property acquired shall be disposed of as follows: (1) property contributed without charge by any member shall revert to the contributor; (2) all property purchased after the effective date of the interlocal agreement shall be distributed to the Principals based upon each Principal's proportional ownership interest at the time of the sale of the property.</p> <p>In 2015, the fee structure for MyBuildingPermit.com (MBP) was changed to a five year rolling average of historical permit revenue actuals to determine a jurisdiction's percentage share of the total expenses for MBP.</p>



Fund Descriptions

Equipment Rental Fund - 5210

Fund Type:	Internal Service
Fund Description:	The Equipment Rental Fund (ERF) provides repair and maintenance services through the Fleet Maintenance Shop and the Electronic Communication Services Shop. In addition the fund provides services for city-wide fueling and for asset management as part of replacement reserve funding of designated equipment.
Year Created:	In 1964, the Mechanical Equipment Rental Fund (5210) was created. In 1973, the Electronic Equipment Rental Fund (1390) was created. Beginning in 1997, the funds were reported under the title “Equipment Rental Fund” in the city’s biennial budget document as part of the city’s Internal Service Funds
Major Revenue Sources:	The Fund is supported through rates charged to user departments. Rates are developed through the budget process and contain operating costs, capital costs and mechanical and electronic replacement reserves.
Major Expenditures:	Major expenditures include the ERF operating costs and capital replacement costs for the city’s equipment, including mechanical and electronic equipment, fuel and maintenance services.
Fund Custodian:	Civic Services
Reserve Policy:	<p>The Fund contains operating and capital replacement and reserves.</p> <p>The replacement reserves are established to anticipate and plan for replacement of the city’s mechanical and electronic equipment over a period of time to contribute to rate stabilization, better planning and implementation. The target for the replacement reserve is 10% of equipment replacement cost, with a target range of 5%-15%. The reserve is based on cash flow estimates looking several years into the future.</p> <p>The operating reserves are established to provide the enterprise with cash flow and rate stabilization. The target range for the operating reserve is 5%, with a target range of 2.5%-7.5% of the Equipment Rental Fund expenditure budget. If the reserve falls below 2.5%, then the rates would be adjusted to replenish the reserve. If the reserves exceed the maximum of 7.5%, the excess will then be analyzed and an appropriate course of action recommended.</p>
Other Notes:	In the early 1970s, the State of Washington enacted laws that mandated cities and counties establish replacement funds for construction equipment. The City of Bellevue expanded on this mandate to provide replacement funding for electronic and related technical equipment critical to effective city operations. Equipment included in this Fund are radios, traffic signals, medical equipment, land survey instruments, and radar equipment.



Fund Descriptions

Facilities Services Fund - 1280

Fund Type:	Internal Service
Fund Description:	The Facilities Services Fund provides coordinated planning, development, maintenance, and management services required to support city operations in general city facilities. This Fund includes maintenance and operations, capital and reserves for operating general city buildings. Rates charged to user departments are based on the full cost of maintaining and operating these facilities, excluding future replacement of major machineries.
Year Created:	1999
Major Revenue Sources:	The main revenue source to the Fund is rates charged to user departments. Rates are developed through the budget process and contain operating costs, capital costs and replacement reserves.
Major Expenditures:	Utilities (electric, gas, water); major maintenance (parking lots, exterior painting and elevator repairs); replacements (heating and ventilation systems); building and code improvements (seismic mitigation and ADA improvements); space planning and project management, employee parking program management, routine maintenance (electrical and heating systems, security, and emergency generators); custodial services; public use/event support; operating supplies; and contracted services. These costs include projects that maintain the existing infrastructure to preserve the city's capital facility investment, improve asset utilization, and support the delivery of city services and programs.
Fund Custodian:	Civic Services
Rates & Reserve Policy:	<p>Rates shall be based on a 10-year major maintenance plan, and operating expenses of the city's facilities. The rates shall be set to provide sufficient funds to meet all operating and capital costs on a pay-as-you-go basis, as well as to provide operating and replacement reserves for rate stabilization and potential unanticipated plant failures/emergencies.</p> <p>The target for the replacement reserve shall be set at the estimated costs of a single major component (e.g., a new generator for City Hall, which is estimated at \$2.5 million).</p> <p>The target range for the operating reserve is 5%, with a target range of 2.5%-7.5% of the Facilities Services Fund expenditure budget. If the reserve falls below 2.5%, then the rates would be adjusted to replenish the reserve. If the reserves exceed the maximum of 7.5%, the excess will then be analyzed and an appropriate course of action recommended.</p> <p>Reserves are not being collected to provide for new or replacement facilities nor for major catastrophic events. Such facility replacement or emergency costs will be financed through long-term debt.</p>
Other Notes:	This fund is reported as Fund 5280 in the Comprehensive Annual Financial Report (CAFR).



Fund Descriptions

Firemen's Pension Fund - 6920

Fund Type:	Trust and Agency
Fund Description:	The Firemen's Pension Fund, established under City Ordinance No. 701, accounts for a single-employer defined benefit pension system established under state law to provide retirement and disability benefits to eligible firefighters and their surviving spouses. Although the State Law Enforcement Officers and Firefighters Pension System has subsequently replaced this pension system, firefighters hired prior to March 1, 1970 continue to be eligible for benefits under its provisions (RCW 41.16 Firefighter's Relief and Pensions – 1947 Act and RCW 41.18 Firemen's Relief and Pensions - 1955 Act).
Year Created:	1965
Major Revenue Sources:	Revenues received by the Fund include proceeds of a state-imposed tax on fire insurance premiums and interest earnings.
Major Expenditures:	Expenditures consist of direct pension payments to retirees and their surviving spouses.
Fund Custodian:	Human Resources
Reserve Policy:	This Fund's reserve policy is to fully fund all actuarially determined loss liabilities. Reserves will be maintained at an amount decided by City Council based on the most current actuarial study. All reserves are carried forward to the next year. Once the final payment has been made, the remaining reserves (if any) may be used for firefighter's medical and long-term care benefits in LEOFF I Medical Reserve.
Other Notes:	The Firemen's Pension Fund Board, established pursuant to state law, is responsible for various operational aspects of this Fund. The Board is composed of the Mayor (or his/her designee), Finance Director, City Clerk, and two firefighters, active or retired, elected by the firefighters. The Board meets on a semi-annual basis or more frequently as needed.



Fund Descriptions

General Capital Investment Program - 3680

Fund Type:	Capital Projects
Fund Description:	The General Capital Investment Program (CIP) Fund provides for financial administration of various city non-utility capital investment projects.
Year Created:	1983
Major Revenue Sources:	A portion of the city's sales and business and occupation taxes, bonds, grants, contributions, and other revenue sources authorized by the City Council.
Major Expenditures:	Monies are used to support the construction costs of major capital improvements and to pay the debt on any construction bonds issued.
Fund Custodian:	Finance
Reserve Policy:	NA
Other Notes:	None



Fund Descriptions

General Fund - 0100

Fund Type:	General
Fund Description:	Accounts for all receipt and disbursement transactions of day-to-day city operations that are not required to be accounted for in another fund.
Year Created:	1953
Major Revenue Sources:	Property, sales, business and occupation, and utility taxes; licenses and permits; fines and forfeitures; charges for service, intergovernmental revenues, operating transfers in, debt proceeds and miscellaneous other.
Major Expenditures:	General government, public safety, transportation, and parks and community services.
Fund Custodian:	Finance overall; various departments for departmental budgets.
Contingency Guideline:	Six-tenths of 1% of the General Fund biennial expenditure budget is set aside as a contingency.
Other Notes:	Annually the city will target 15% of General Fund revenues as a General Fund ending balance. This balance is to protect the city's essential service programs during periods of economic downturn, which may temporarily reduce actual resources or cut the growth rate of city resources below that necessary to maintain pre-existing service levels. Additionally, the ending fund balance, commonly known as a reserve, can be used in the event of a natural catastrophe, counter cyclical basic revenue growth (Property, Sales, and B&O taxes combined) below 5% for the biennium, or because of unfunded federal or state mandates.



Fund Descriptions

General Self-Insurance Fund - 5240

Fund Type:	Internal Service
Fund Description:	The General Self-Insurance Fund was established by Ordinance No. 2957 to account for the city’s self-insurance program for general liability, property, and casualty losses, and general loss control activities. The purpose of the Fund is to pay liability claims, purchase commercial insurance coverage, and to maintain reserves for the payment of future claims.
Year Created:	1979
Major Revenue Sources:	The primary revenues consist of premiums collected from city departments, subrogation recovery, and investment earnings.
Major Expenditures:	The major expenditures are for liability claims made against the city, purchase of commercial insurance coverage, and administrative costs.
Fund Custodian:	City Attorney’s Office
Reserve Policy:	Fund reserves at recommended actuarial rate plus a 70% confidence level for risk margin. Excess reserves are either maintained in the fund or refunded to contributing funds.
Other Notes:	None



Fund Descriptions

Hazardous Materials Fund - 6800

Fund Type:	Trust and Agency
Fund Description:	The Hazardous Materials Fund receipts contributions from a consortium of local agencies established to meet the hazardous material needs within the member service area. Per interlocal agreement, one official from each local agency serves on the Hazardous Materials Joint Board. The Hazardous Materials Joint Board is responsible for approving the biennial budget, work plan, policies and procedures for the Eastside Hazardous Materials Response Unit and Team. Currently, the City of Bellevue is the lead agency for the consortium and the Bellevue Fire Chief serves as chairman of the Board.
Year Created:	1992; in 1996, the Fund number was changed to 6800.
Major Revenue Sources:	Revenues consist of annual contributions from the member jurisdictions and investment interest earned on fund balances.
Major Expenditures:	Expenditures consist of operating costs per the budget adopted by the Hazardous Materials Joint Board and Bellevue's administrative costs associated with performing lead duties as the lead agency for the Hazardous Materials Response Unit and Team.
Fund Custodian:	Fire
Reserve Policy:	The Hazardous Materials Joint Board has established an equipment reserve to pay for the future replacement of vehicles and equipment.
Other Notes:	If the Hazardous Material Joint Board votes to terminate the current interlocal agreement, Consortium assets, including any accumulated fund balance, would be proportionately distributed to the member jurisdictions.



Fund Descriptions

Health Benefits Fund - 5250

Fund Type:	Internal Service
Fund Description:	The Health Benefits Fund accounts for the city’s employee medical, dental, group term life, and vision insurance programs.
Year created:	1985
Major Revenue Sources:	City paid premiums, employee paid premiums, COBRA premiums, and interest earnings.
Major Expenditures:	Direct medical claim costs for employees enrolled in Bellevue Health Plan and premiums for other medical and dental coverages, employees enrolled in federally mandated COBRA programs, claims administration, insurance brokerage services, medical stop-loss insurance and program administration.
Fund Custodian:	Human Resources
Reserve Policy:	Reserves have been established to assure the continued viability of the Fund and to pay for open claims as they mature. Generally, reserve levels will be budgeted as follows: 1) an Incurred But Not Reported (IBNR) direct medical claims reserve of 10% of budgeted annual claims; 2) IBNR prescription drug claims reserve of 4% of budgeted annual claims; and 3) a risk margin claims reserve equal to 7% of the estimated combined annual direct medical and prescription claims expenses. This satisfies the requirement outlined in WAC 200-110-040 for Health Benefit Reserves.
Other Notes:	None



Fund Descriptions
Hotel/Motel Taxes Fund - 1350

Fund Type:	Special Revenue
Fund Description:	The Hotel/Motel Taxes Fund was created to account for 1) Hotel/Motel tax collections and disbursement; 2) bond proceeds from the issuance of 1995 and 2002 Limited General Obligation Bonds; 3) “Old Convention Center Site” sale proceeds and 4) transactions associated with the purchase of the Meydenbauer Center site.
Year Created:	1990
Major Revenue Sources:	Transient occupancy tax collections; bond proceeds; Old Convention Center Site sale proceeds; interest earnings.
Major Expenditures:	Transfer of the transient occupancy tax collections to the Bellevue Convention Center Authority (BCCA) pursuant to the Operating Agreement between the city and the BCCA. Expenditures related to the issuance of bonds for improvements to or expansion of the Meydenbauer Center.
Fund Custodian:	Finance
Reserve Policy:	Reserve policies are determined by the individual projects within the Hotel/Motel Taxes Fund: No applicable reserve policy at this time.
Other Notes:	None



Fund Descriptions

Housing Fund - 1900

Fund Type:	Special Revenue
Fund Description:	The Housing Fund accounts for revenue from a variety of sources including, but not limited to, the city's General Fund and the General Capital Investment Program Fund. The expenditures include those necessary for the creation and preservation of affordable housing for low- and moderate-income households.
Year Created:	1991
Major Revenue Sources:	General Fund contributions; sales tax; Community Development Block Grants; developer contributions; principal payments on outstanding loans and contract note interest, and investment interest. Other revenue includes transfers from A Regional Coalition for Housing (ARCH) Fund, equal to the cost of the ARCH staff and receipts from loan repayments.
Major Expenditures:	Payments or loans to developers to support affordable housing projects and the salary and benefits for the ARCH staff.
Fund Custodian:	Planning & Community Development
Reserve Policy:	Use of reserves is determined by the City Council.
Other Notes:	The Housing Program channels major city efforts through the regional coalition ARCH, which uses local prioritization criteria to review proposals for use of the Housing Fund reserves.



Fund Descriptions

Human Services Fund - 0101

Fund Type:	Special Revenue
Fund Description:	This Human Services Fund accounts for Human Services agency contracts.
Year Created:	1987
Major Revenue Sources:	Property tax, interest, grants and contributions.
Major Expenditures:	Human services programs.
Fund Custodian:	Parks & Community Services
Reserve Policy:	Human Services Project - Reserve balance target set at \$50,000 plus contract payment carry-forwards from the previous year.
Other Notes:	None



Fund Descriptions

Information Technology Fund - 5270

Fund Type:	Internal Service
Fund Description:	The Information Technology Fund was created by ordinance to account for technology services charges to city departments and contains operating costs, capital costs, and IT equipment replacement reserves. The Fund monitors and tracks the adequacy of replacement reserves for the Computer Reserve (CRF), Workstation Reserve (WRF), and Applications Reserve Funds (ARF).
Year Created:	1999
Major Revenue Sources:	The main revenue source to the Fund is through charges for technology services and equipment to other city departments. Rates are developed through the budget process and approved utilizing Internal Service Agreements with city departments. The rates are then authorized by the City Council when the budget is adopted.
Major Expenditures:	Major expenditures include the Information Technology Department operating costs and capital replacement costs for the city's Information Technology Systems including hardware, software and services.
Fund Custodian:	Information Technology
Reserve Policy:	<p>The Fund contains operating and capital replacement reserves.</p> <p>The replacement reserves are established to anticipate and plan for replacement of the city's technology investment in hardware and software over a period of time to contribute to rate stabilization, better planning, and implementation. The target for the replacement reserve is 10% of equipment replacement cost, with a target range of 5%-15%. The reserve is based on cash flow estimates looking several years into the future.</p> <p>The operating reserves are established to provide the enterprise with cash flow and rate stabilization. The target for the operating reserve is 5.0%, with a target range of 2.5%-7.5% of the Information Technology budget. If the reserve falls below 2.5%, then the rates would be adjusted to replenish the reserve. If the reserves exceed the maximum of 7.5%, the excess will then be analyzed and an appropriate course of action recommended.</p>
Other Notes:	Information Technology was a Special Revenue Fund from 1999 to 2002. Prior to 1999, Information Technology was a General Fund department.



Fund Descriptions

Interest & Debt Redemption – Regular Levy Fund - 2120

Fund Type:	Debt Service
Fund Description:	The Interest and Debt Redemption - Regular Levy Fund accounts for debt service on City Council-approved general obligation bonds.
Year Created:	1973
Major Revenue Sources:	General property tax and transfer of sales tax revenues from the General Capital Investment Program (CIP) Fund.
Major Expenditures:	Principal and interest payments on Limited Tax General Obligation (LTGO) bonds.
Fund Custodian:	Finance
Reserve Policy:	NA
Other Notes:	None



Fund Descriptions

Land Purchase Revolving Fund - 1250

Fund Type:	Special Revenue
Fund Description:	The Land Purchase Revolving Fund accounts for purchases of land and rights-of-way needed for future public purposes. Some of the properties purchased by this Fund are rented on an interim basis, pending their future use for city purposes.
Year Created:	1971
Major Revenue Sources:	Property rental fees and the sale of rights-of-way.
Major Expenditures:	Maintenance and operations costs of the rental properties.
Fund Custodian:	Various Departments.
Reserve Policy:	None
Other Notes:	None



Fund Descriptions

LEOFF I Medical Reserve - 1210

Fund Type:	Special Revenue
Fund Description:	The Law Enforcement Officers and Fire Fighters Plan I (LEOFF I) Medical Reserve Fund, established by city Ordinance No. 4856, was created to account for reserves set aside to fund the city's liability for lifetime medical and long term care benefits as defined in the city's Disability Board policies and procedures and pursuant to RCW 41.26 for all LEOFF I retirees. The Fund shall operate in accordance with the Fire Protection Services contract.
Year Created:	1996
Major Revenue Sources:	General Fund contributions and payments from cities/towns receiving fire protection services from Bellevue pursuant to the Fire Protection Services contract and interest earnings.
Major Expenditures:	The expenditures covered by this Fund are expended from the Health Benefits Fund and are then reimbursed from this reserve Fund. The expenditures are for lifetime, post-retirement medical and long-term care benefits for retired LEOFF I members.
Fund Custodian:	Finance and Human Resources
Reserve Policy:	<p>Reserves will be maintained at an amount decided by City Council based on the most current actuarial study. Contributions from the contract cities will continue until their obligations are met. The Fund has reserves set aside to account for each contracting city's contribution separately. Any expenditures made from the Health Benefits Fund for post-retirement medical benefits is reimbursed from each reserve in direct proportion to the relative population of each contracting city. All reserves are carried forward to the next year. Once the final LEOFF I payment has been made, the remaining reserves (if any) will be returned to the contributing city pursuant to the Fire Protection Services contract.</p> <p>City of Bellevue reserve contributions in the Fund in excess of the required annual contributions may also be used to address major contingencies, if directed by the council. Any draws from the Fund shall be replenished as directed by the council.</p>
Other Notes:	The City of Bellevue Disability Board shall designate the medical services available to any sick or disabled member, pursuant to RCW 41.26.150. The Disability Board members include two members of the Bellevue City Council to be appointed by the Mayor, one Representative of Law Enforcement Officers and one Representative of Firefighters, both elected by the respective active and retired LEOFF I and LEOFF II constituents, and one Citizen-at-Large residing within the City of Bellevue appointed by the other four members.



Fund Descriptions

Local Improvement District Control Fund - 2490

Fund Type:	Debt Service
Fund Description:	The Local Improvement District (LID) Control Fund accounts for payment of principal and interest for local improvement district bond issues and for collection of special assessments levied against benefited properties which support those debt service obligations.
Year Created:	1988
Major Revenue Sources:	LID assessments from benefited properties.
Major Expenditures:	Principal and interest payments on local improvement district special assessment bond issues.
Fund Custodian:	Finance
Reserve Policy:	State Code requires that 10% of the principal balance be set aside to act as a reserve in case of default by LID property owners. These funds are set aside in the Local Improvement District Guaranty fund.
Other Notes:	A benefited property is one in which the owner of the land benefits from the improvements made within the local improvement district. The LID Guaranty Fund provides funds for debt service payments in the event of a default by LID property owners, which would result in a deficiency of funds in this Fund.



Fund Descriptions

Local Improvement District Guaranty Fund - 2750

Fund Type:	Debt Service
Fund Description:	The Local Improvement District (LID) Guaranty Fund accounts for monies set aside in accordance with state law to provide for payment of principal and interest due on special assessment bond issues in the event of default by LID property owners and a resulting insufficiency of funds in the LID Control Fund to make related payments.
Year Created:	1974
Major Revenue Sources:	LID Bond Fund transfers and investment earnings.
Major Expenditures:	Principal and interest payments on special assessment bond issues in the event of default by LID property owners.
Fund Custodian:	Finance
Reserve Policy:	State Code requires that the net cash of the Local Improvement Guaranty Fund should have a fund balance not less than 10% of the outstanding principal of the LID Control Fund.
Other Notes:	None



Fund Descriptions
Marina Fund - 4250

Fund Type:	Enterprise
Fund Description:	The Marina Fund accounts for the operation of the city-owned Bellevue Yacht Basin and Meydenbauer Bay marinas.
Year Created:	In 2005, Marina operations were moved from the Land Purchase Revolving Fund to the Marina Fund.
Major Revenue Sources:	Moorage and property rental fees.
Major Expenditures:	Maintenance and operations costs of the marinas, plus debt repayment costs for the 1998 Limited GO Bonds which expire in 2018.
Fund Custodian:	Parks & Community Services
Reserve Policy:	While not required by the 1998 GO bonds, the marina maintains a Debt & Contingency reserve and a Capital Repair & Replacement reserve to assure payments to bond holders, provide additional protection for the General Fund, and provide for improvements to the marina. The annual contribution to the Debt & Contingency reserve will be 10% of annual net revenues with a maximum reserve level of \$400,000. The annual contribution to the Capital Repair & Replacement reserve will be 4.5% of gross revenues of the Bellevue Yacht Basin and 2.5% of gross revenues of the Meydenbauer Bay Marina with a maximum reserve level of \$400,000.
Other Notes:	None



Fund Descriptions

Operating Grants, Donations, and Special Reserves Fund - 1640

Fund Type:	Special Revenue
Fund Description:	The Operating Grants, Donations, and Special Reserves Fund accounts for: 1) the receipt and disbursement of revenue from federal, state, local, and other grants accepted by the city, 2) monetary donations to the city of Bellevue which are provided to accomplish specific purposes identified by the donors, and 3) resources greater than budget maintained in this fund until they are allocated by the council for a specific use. Separate subsidiary records are maintained to administer the individual grants accounted for in the Fund.
Year Created:	1977
Major Revenue Sources:	Federal, state and local grants; monetary donations and asset forfeitures from illegal narcotics activities originating from investigations conducted by Bellevue Police Department officers.
Major Expenditures:	Operating and capital costs for the purpose or purposes specified by the term of the grant or donor. Proceeds from asset forfeitures are restricted by state and federal guidelines and must be used for narcotics investigations and/or other law enforcement activities.
Fund Custodian:	Various Departments
Reserve Policy:	NA
Other Notes:	None



Fund Descriptions

Park Maintenance & Operations Reserve Fund - 1220

Fund Type:	Special Revenue
Fund Description:	The Park Maintenance & Operations Reserve Fund accounts for voter approved Parks property tax maintenance levies that were collected prior to project completion. These funds are dedicated to maintain and operate Park projects approved by Bellevue voters in 1988 and 2008
Year Created:	1988
Major Revenue Sources:	Interest earnings, property taxes.
Major Expenditures:	The primary expenditure budgeted in this Fund is a transfer of interest earnings to the Parks Enterprise Fund for maintenance and operation of the Bellevue Aquatics Center. (1988 Levy project).
Fund Custodian:	Parks & Community Services
Reserve Policy:	Reserve balances are restricted for the maintenance and operating costs of specified city park facilities, and may only be expended with Council authorization.
Other Notes:	None



Fund Descriptions

Parks Enterprise Fund - 1430

Fund Type:	Special Revenue
Fund Description:	The Parks Enterprise Fund accounts for the services that are provided by the Enterprise Services Program including golf, tennis, aquatics, adult sports, and facility rentals. These programs are primarily supported through user fees.
Year Created:	1995
Major Revenue Sources:	Fees and charges for Enterprise Services Program activities.
Major Expenditures:	Operating and capital costs of the Enterprise Services Program.
Fund Custodian:	Parks & Community Services
Reserve Policy:	The reserve balance target is two months of operating expenses. Reserves above target will be dedicated to future operating and/or capital projects in the Enterprise Services Program.
Other Notes:	None



Fund Descriptions

Sewer Utility Fund - 4450

Fund Type:	Enterprise
Fund Description:	The Sewer Utility Fund was established to account for the operations of the city's Sewer Utility.
Year Created:	1975
Major Revenue Sources:	Service charges; permit and developer fees; rental revenues; interest earnings; and interfund labor charges billed to Utility capital projects.
Major Expenditures:	Wholesale sewer treatment costs paid to King County-METRO; personnel; supplies; outside services; utility tax/franchise fees; and capital outlay and interfund charges necessary to support ongoing Utility operations. Operating transfers are also made to the Utility Capital Investment Fund to finance approved construction projects and contribute to the Utility's CIP Renewal & Replacement (R&R) reserve.
Fund Custodian:	Utilities
Reserve Policy:	Target minimum and maximum reserve levels for the Fund are defined by Adopted Utility Financial Policies. Reserves authorized in this policy cover Utility working capital needs, operating contingencies and a plant emergency contingency amount. The policy outlines actions to be taken to manage Utility reserve balances within authorized ranges. Under these guidelines, amounts in excess of target reserve levels should be transferred to the Utility's CIP Renewal and Replacement (R&R) reserve in a manner consistent with the Fund's Financial Policies.
Other Notes:	This Fund is part of the city's Waterworks Utility operation.



Fund Descriptions
Solid Waste Fund - 1230

Fund Type:	Special Revenue
Fund Description:	The Solid Waste Fund was established to account for administration of Solid Waste and Recycling operations.
Year Created:	1989
Major Revenue Sources:	Solid Waste contract and performance fees received under the city's contracts for garbage; grant reimbursements; and investment interest earned on fund balances.
Major Expenditures:	Annual operating costs for Solid Waste administration and contract oversight activities and Solid Waste grant expenses.
Fund Custodian:	Utilities
Reserve Policy:	No formal policy is in place for this Fund. The practice is that a portion of the reserves will be used to cover the cash flow shortages created by delay in grant reimbursements and any excess reserves will be dedicated to projects in the Solid Waste Fund.
Other Notes:	Garbage, recycling and organics collection and related billing services are provided to Bellevue residential and commercial customers through a contract with Republic Services.



Fund Descriptions

Storm & Surface Water Utility Fund - 4200

Fund Type:	Enterprise
Fund Description:	The Surface Water Utility Fund accounts for the operations of the city's Storm & Surface Water Utility.
Year Created:	1980
Major Revenue Sources:	Service charges; development review fees; interest earnings; interfund labor charges billed to Utility capital projects; and Lakemont surcharges.
Major Expenditures:	Personnel; supplies; outside services; utility taxes; and capital outlay and interfund charges necessary to support ongoing Utility operations. Operating transfers are also made to the Utility Capital Investment Fund to finance approved construction projects and to contribute to the Utility's CIP Renewal & Replacement (R&R) reserve.
Fund Custodian:	Utilities
Reserve Policy:	Target minimum and maximum reserve levels for the Fund are defined by Adopted Utility Financial Policies. Reserves authorized in this policy cover Utility working capital needs, operating contingencies and a plant emergency contingency amount. The policy outlines actions to be taken to manage Utility reserve balances within authorized ranges. Under these guidelines, amounts in excess of target reserve levels should be transferred to the Utility's CIP Renewal and Replacement (R&R) reserve in a manner consistent with the Fund's Financial Policies.
Other Notes:	This Fund is part of the city's Waterworks Utility operation.



Fund Descriptions

Unemployment Compensation Fund - 5230

Fund Type:	Internal Service
Fund Description:	The Unemployment Compensation Fund was established by city Ordinance No. 2472 to account for the city's unemployment compensation self-insurance program. The purpose of the Fund is to reimburse the State's Employment Security Department for unemployment benefits paid to eligible individuals, and to maintain reserves for the payment of future claims.
Year Created:	1977
Major Revenue Sources:	The primary revenues for this Fund consist of premiums collected from city departments and investment earnings.
Major Expenditures:	The sole expenditure item in the Fund is reimbursement to the state for unemployment benefits paid to former City of Bellevue employees.
Fund Custodian:	City Attorney's Office
Reserve Policy:	Reserves are funded equal to the amount budgeted for benefit payments. Excess reserves will be used to reduce fluctuation in premium amounts or be refunded to contributing funds.
Other Notes:	This Fund tends to fluctuate with regional unemployment levels.



Fund Descriptions

Utility Capital Investment Program Fund - 4690

Fund Type:	Enterprise
Fund Description:	The Utility Capital Investment Program Fund was established to account for Water, Sewer, and Storm & Surface Water Utility capital improvement projects and to accumulate funds (in the Renewal & Replacement (R&R) Accounts) for future replacement of infrastructure.
Year Created:	1983; the R&R Accounts were created in 1995.
Major Revenue Sources:	Operating transfers from the three Utility operating funds; trust fund loan or bond proceeds for debt issued to construct specific capital projects. The R&R Accounts are supported with operating transfers, capital recovery charges, direct facility charges, one-time revenues (e.g., sale of assets) and interest earnings.
Major Expenditures:	Right-of-way or land acquisition costs; engineering contracts; construction contracts; and interfund charges for project management/technical support provided to the project by Utility operating fund personnel. R&R funding is only for renewal and replacement projects.
Fund Custodian:	Utilities
Reserve Policy:	Target minimum and maximum reserve levels for the Fund are defined by Adopted Utility Financial Policies. Reserves authorized in this policy cover Utility working capital needs, operating contingencies and a plant emergency contingency amount. The policy outlines actions to be taken to manage Utility reserve balances within authorized ranges. Under these guidelines, amounts in excess of target reserve levels should be transferred to the Utility's CIP Renewal and Replacement (R&R) reserve in a manner consistent with the Fund's long-range financial plan.
Other Notes:	None



Fund Descriptions

Water Utility Fund - 4440

Fund Type:	Enterprise
Fund Description:	The Water Utility Fund was established to account for the operations of the city's Water Utility.
Year Created:	1975
Major Revenue Sources:	Service charges; interest earnings; development review fees; water meter connection charges; rental revenues; and interfund labor charges billed to Utility capital projects.
Major Expenditures:	Water purchases from the Cascade Water Alliance to supply the Bellevue service area; personnel; supplies; outside services; utility tax/franchise fees; and capital outlay and interfund charges necessary to support ongoing Utility operations. Operating transfers are also made to the Utility Capital Investment Fund to finance approved construction projects and to contribute to the Utility's CIP Renewal & Replacement (R&R) reserve.
Fund Custodian:	Utilities
Reserve Policy:	Target minimum and maximum reserve levels for the Fund are defined by Adopted Utility Financial Policies. Reserves authorized in this policy cover Utility working capital needs, operating contingencies and a plant emergency contingency amount. The policy outlines actions to be taken to manage Utility reserve balances within authorized ranges. Under these guidelines, amounts in excess of target reserve levels should be transferred to the Utility's CIP Renewal and Replacement (R&R) reserve in a manner consistent with the Fund's Financial Policies.
Other Notes:	This Fund is part of the city's Waterworks Utility operation.



Fund Descriptions

Workers' Compensation Fund - 5220

Fund Type:	Internal Service
Fund Description:	The Workers' Compensation Fund was established by City of Bellevue Ordinance No. 2437 to account for the city's workers' compensation self-insurance program. The purpose of the Fund is to pay benefits to injured workers and to maintain reserves for the payment of future claims, as well as to fund loss prevention activities and safety programs.
Year Created:	1977
Major Revenue Sources:	The primary revenues consist of premiums collected from city departments and investment earnings.
Major Expenditures:	The major expenditures are for worker claims, safety programs, and to fund administration costs.
Fund Custodian:	City Attorney's Office
Reserve Policy:	Fund reserves at recommended actuarial rate plus a 70% confidence level for risk margin. Excess reserves are either maintained in the Fund or refunded to contributing funds.
Other Notes:	None