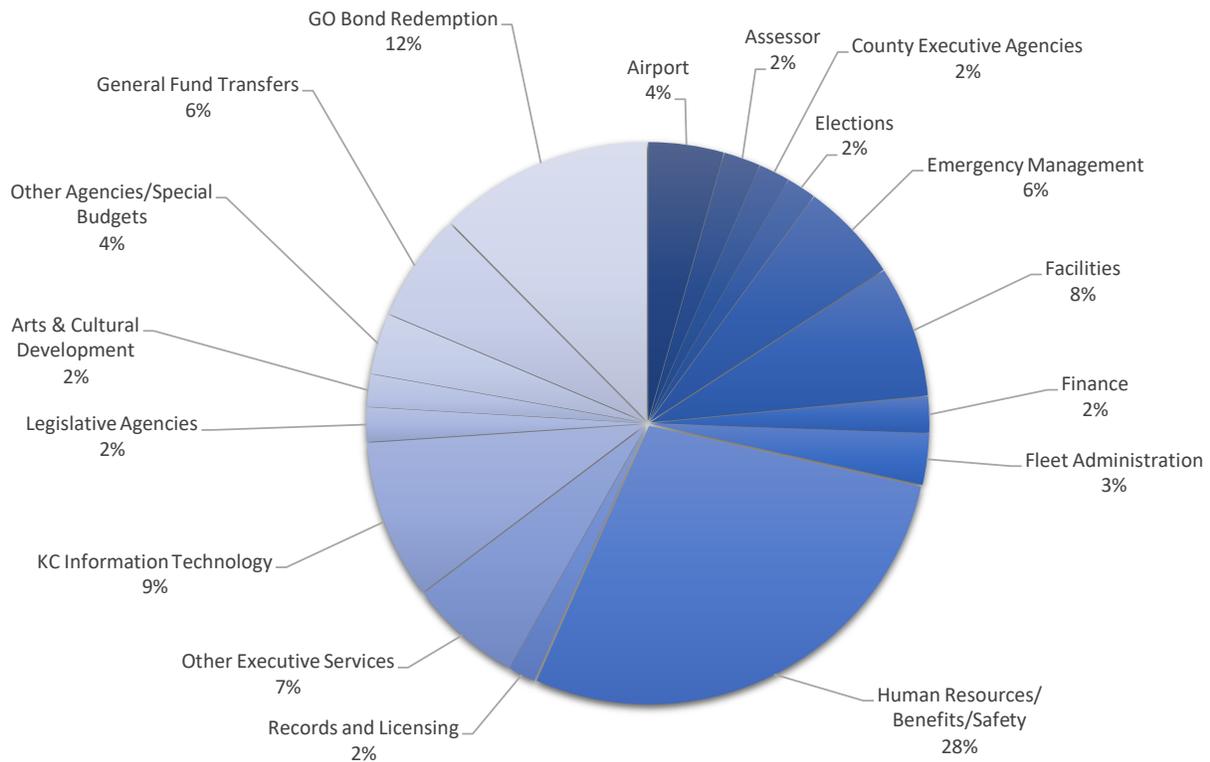
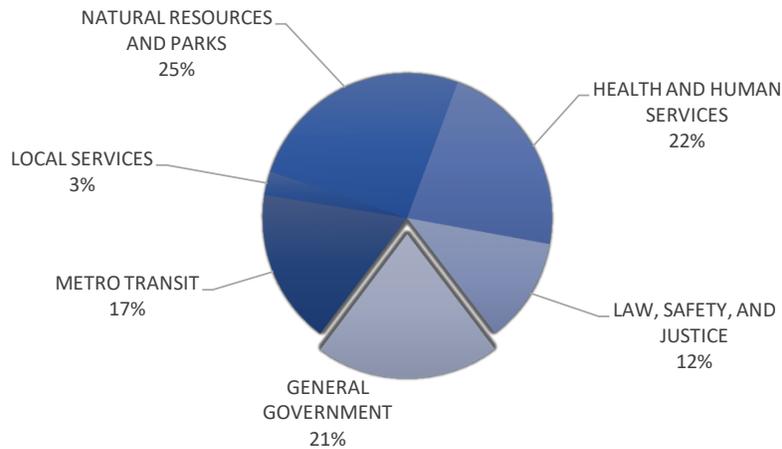


# **GENERAL GOVERNMENT**

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# General Government \$2.5 Billion



**Organization of the Pie Chart:** The following agencies were combined to make the pie chart more readable.

**Human Resources/Benefits/Safety:** Human Resource Management, Safety & Claims Management, and Employee Benefits.

**County Executive Offices:** County Executive, Office of the Executive, Office of Labor Relations, Office of Equity and Social Justice, Office of Performance, Strategy and Budget

**Legislative Agencies:** County Council, Council Administrator, Board of Appeals, County Auditor, Districting Committee, Ombuds/Tax Advisor, Hearing Examiner, King County Television, Office of Law Enforcement Oversight, Flood Control District Administration

**Other Agencies/Special Budgets:** Boundary Review Board, Building 4Equity Advance, Memberships and Dues, Federal Lobbying, State Auditor, Housing and Homeless Program, Internal Support, Office of Economic & Financial Analysis, Tourism, Non-Departmental Grants

**KC Information Technology:** KCIT Services, Cable Communications, I-NET Operations, Radio Communications, County GIS

**Emergency Management:** Office of Emergency Management, Enhanced-911, Puget Sound Emergency Radio Network

**Other Executive Services:** Executive Administration, Regional Animal Services, Insurance, and Business Resource Center

**Fleet Administration:** Fleet Motor Pool, Fleet Management Equipment, Fleet Wastewater Equipment Repair & Replacement

Due to rounding, figures in pie chart may not add to 100%.

# INTRODUCTION

The General Government program area comprises the major administrative and central support services for King County government. There are a wide variety of agencies represented in this program area. These agencies can be divided into four main categories:

- The offices of elected officials: the King County Council, the King County Executive, the Assessor and the Director of Elections.
- Central service agencies that provide a service to other County agencies.
- Direct public service agencies such as the Airport, Records and Licensing Services, and Regional Animal Services of King County.
- Miscellaneous administrative agencies.

Approximately 70 percent of General Government agency budgets are funded by internal service charges and flow through internal service funds. Internal service funds provide services primarily to other County agencies and recover the cost of services provided by billing those agencies. The remaining 30 percent is budgeted in the General Fund, special revenue, and enterprise funds.



# DEPARTMENT OF ASSESSMENTS

## MISSION AND VISION

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**The Department of Assessments' Mission:** Setting values. Serving the community. Promoting fairness and equity.

**Our Vision:** Pursuing excellence and innovation.

## OVERVIEW

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DOA is led by an independently elected Assessor who oversees a staff of 213 organized into five operational divisions. The Department's primary goal is to work collaboratively with all partners to produce property assessments that are fair, accurate, uniform, equitable, and understandable. We perform this work within our workplace culture of mutual respect, inclusion, and belonging.

DOA operates a line of business succinctly described as valuing real and business personal property, adding or maintaining Property Accounts or Parcels, and the creation of the Property Tax Roll, which results in tax revenue for King County, the state, and other taxing jurisdictions. DOA's ultimate product, the property tax roll, is provided to the Finance and Business Operations Division (FBOD).

The tax roll produced by the Department and collected by Treasury will result in the collection of nearly \$10.9 billion in new construction property taxes in 2019, a record high for important public services, from schools to transportation, public safety, and parks. For King County government, the property tax accounts for an estimated 60 percent of net General Fund revenues, and this high water mark of new construction collection will result in an estimated revenue for King County of \$19.62 million. DOA works with 166 separate taxing districts within King County, including school districts, cities, fire, and hospital districts.

The Department provides five core products to its customers – property tax roll; property values; property valuation notices; appeal responses; and property tax exemption services. The Department has identified the following primary customers for these products: King County Treasury; taxing districts in King County; the State of Washington; property owners; the King County Board of Equalization; the State Board of Tax Appeals; the real estate industry; the State Department of Revenue; appeal and exemption applicants; and business owners. For more detail see the Department's Line of Business document.

**2021-2022 Executive Proposed Operating Budget  
ASSESSMENTS (EN\_A67000)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b>  | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|------------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>60,616,201</b>   | <b>2,992,636</b> | <b>213.0</b>   | <b>2.0</b> |
| Base Budget Adjustments                       | 913,024             | (20,000)         | 0.0            | 0.0        |
| Decision Package Adjustments                  | (2,151,555)         | 954              | (3.0)          | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>59,377,670</b>   | <b>2,973,590</b> | <b>210.0</b>   | <b>2.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>59,378,000</b>   | <b>2,974,000</b> | <b>210.0</b>   | <b>2.0</b> |

**Notes**

1. The 2019-2020 Revised Budget equals the 2019-2020 Adopted Biennial Budget plus all Adopted Supplementals as of the publication of this document.

2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.

3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>  | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|--|---------------------|-----------------|----------------|------------|
| <b>Direct Service Changes</b>  |                     |                 |                |            |
| (DS_001) Reduction in Force<br>Meet target reductions by eliminating three positions: an Administrative Assistant III, Commercial Appraiser I and Residential Appraiser I. | (705,665)           | 0               | (3.0)          | 0.0        |
| <b>Technical Adjustments</b>   |                     |                 |                |            |
| (TA_002) Web Advertising Reduction<br>Reduce the web advertising revenue budget based on the last several years of data.   | 0                   | (100,000)       | 0.0            | 0.0        |
| (TA_003) PTAS Stabilization<br>Fund the County's new Property Tax Assessment System (PTAS) stabilization phase.  | 1,425,000           | 0               | 0.0            | 0.0        |
| (TA_004) Voluntary Separation Program Participation<br>Participate in the voluntary separation program to produce savings to meet target reduction.                        | (523,000)           | 0               | 0.0            | 0.0        |
| (TA_005) Hold Vacancies<br>Hold additional vacancies open to achieve the required target reduction. These vacancies will occur through attrition.                          | (1,058,000)         | 0               | 0.0            | 0.0        |
| (TA_050) Revenue Adjustment<br>Revise budgeted revenues to match increase in central rate charges.   | 0                   | 100,954         | 0.0            | 0.0        |

**2021-2022 Executive Proposed Operating Budget  
ASSESSMENTS (EN\_A67000)**

| <b>Decision Package Adjustment Detail</b>   | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| (TA_111) Overtime Account Adjustment<br>Adjust overtime account to accommodate GWI, retirement,<br>and FICA.  | 14,524              | 0               | 0.0            | 0.0        |
| (TA_113) Vacancy Rate Adjustment<br>Capture salary savings from employee turnover, without<br>reducing the FTE authority, to increase the accuracy of labor<br>budgeting for this appropriation unit and provide greater<br>transparency. | (754,000)           | 0               | 0.0            | 0.0        |
| <b>Central Rate Adjustments</b>   | (550,414)           | 0               | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>   | (2,151,555)         | 954             | (3.0)          | 0.0        |



# DEPARTMENT OF ELECTIONS

## MISSION

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The Department of Elections conducts fair, open, and accurate elections.

## OVERVIEW

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As the largest vote-by-mail county in the country, the most important service King County Elections (KCE) provides is ensuring that every single eligible ballot is counted – and counted accurately – in every election. In addition, KCE maintains voter records for the County’s 1.4 million registered voters and conducts elections for 192 jurisdictions in King County. To accomplish this, KCE employs a team of dedicated election administrators who are committed to the vision of being the leader in inclusive elections.

KCE’s ongoing priorities are:

- Proactively identifying and working to remove barriers to voting at both the individual and community level.
- Strengthening relationships with community and governmental partners.
- Creating a culture of professional growth and development, openness, and inclusion.

**2021-2022 Executive Proposed Operating Budget  
ELECTIONS (EN\_A53500)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b>   | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-------------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>43,486,891</b>   | <b>26,140,070</b> | <b>68.5</b>    | <b>0.0</b> |
| Base Budget Adjustments                       | (790,784)           | (1,659,616)       | 0.0            | 0.0        |
| Decision Package Adjustments                  | 3,484,585           | 8,003,485         | (1.5)          | 0.5        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>46,180,692</b>   | <b>32,483,939</b> | <b>67.0</b>    | <b>0.5</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>46,181,000</b>   | <b>32,484,000</b> | <b>67.0</b>    | <b>0.5</b> |

**Notes**

1. The 2019-2020 Revised Budget equals the 2019-2020 Adopted Biennial Budget plus all Adopted Supplementals as of the publication of this document.

2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.

3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>  | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|--|---------------------|-----------------|----------------|------------|
| <b>Direct Service Changes</b>  |                     |                 |                |            |
| (DS_001) 2020 Census Redistricting<br>Implement federally mandated redistricting following the 2020 census.  | 779,481             | 469,384         | 0.0            | 0.5        |
| (DS_002) VoteWA Effects on Elections Operations<br>Add ongoing appropriation authority to support the effects of the implementation of State of Washington VoteWA project on the processing of elections services.                                     | 754,169             | 587,501         | 0.0            | 0.0        |
| <b>Administrative Service Changes</b>  |                     |                 |                |            |
| (AC_001) Prepaid Postage Costs for Returned Ballots<br>Reinstate prepaid postage costs for returned ballots.<br>Persuant to HB 2421, the State will no longer pay for prepaid postage for returned ballots and places that responsibility on counties. | 1,006,000           | 603,600         | 0.0            | 0.0        |
| (AC_002) State Revenue<br>Add revenue to reflect that as of July 1, 2021, the State of Washington will begin paying for its share of election costs in even-numbered years.  | 0                   | 4,923,000       | 0.0            | 0.0        |
| (AC_004) Position Reductions<br>Eliminate two positions to meet 2021-2022 target reduction.  | (559,325)           | 0               | (1.5)          | 0.0        |
| <b>Technical Adjustments</b>   |                     |                 |                |            |

**2021-2022 Executive Proposed Operating Budget  
ELECTIONS (EN\_A53500)**

| <b>Decision Package Adjustment Detail</b>  | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|--|---------------------|-----------------|----------------|------------|
| (TA_001) Net Zero Technical Adjustments<br>Adjust budget on selected accounts to more closely match actual spending.   | 0                   | 0               | 0.0            | 0.0        |
| (TA_050) Revenue Adjustment<br>Revise budgeted revenues to match revenue forecast.   | 0                   | 1,420,000       | 0.0            | 0.0        |
| (TA_111) Overtime Account Adjustment<br>Adjust overtime account to accommodate GWI, retirement, and FICA.  | 3,528               | 0               | 0.0            | 0.0        |
| (TA_112) Temporary Account Adjustment<br>Adjust temporary account to accommodate GWI and FICA.   | 31,841              | 0               | 0.0            | 0.0        |
| (TA_113) Vacancy Rate Adjustment<br>Capture salary savings from employee turnover, without reducing the FTE authority, to increase the accuracy of labor budgeting for this appropriation unit and provide greater transparency. | (309,000)           | 0               | 0.0            | 0.0        |
| <b>Central Rate Adjustments</b>  | 1,777,891           | 0               | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>  | 3,484,585           | 8,003,485       | (1.5)          | 0.5        |



# COUNTY EXECUTIVE

## MISSION

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The County Executive provides leadership and direction for the operation of the executive branch of county government and for implementation of the King County Strategic Plan, in collaboration with the County's other elected officials.

## OVERVIEW

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King County is one of America's fastest-growing regions, and the Executive is building partnerships and working with employees to meet the key challenges facing the Northwest—equity and social justice, climate change, regional mobility, and responding to the COVID-19 pandemic and economic downturn.

This budget is designed to further the Executive's vision to create the nation's best-run government. To do this, King County employees are embracing continuous improvement, instituting best management practices, driving innovation, and striving for second-to-none customer service that supports the people of King County.

The 2021-2022 proposed budget for the County Executive includes the following five appropriation units: County Executive; Office of the County Executive; Office of Equity and Social Justice; Office of Performance, Strategy and Budget; and Office of Labor Relations. Through these offices and budgets, the County Executive provides leadership and direction for the operation of the executive branch of County government and for implementation of the King County Strategic Plan in collaboration with the County's other elected officials.

**2021-2022 Executive Proposed Operating Budget  
COUNTY EXECUTIVE (EN\_A11000)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>617,073</b>      | <b>0</b>        | <b>1.0</b>     | <b>0.0</b> |
| Base Budget Adjustments                       | 20,909              | 0               | 0.0            | 0.0        |
| Decision Package Adjustments                  | 4,670               | 0               | 0.0            | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>642,652</b>      | <b>0</b>        | <b>1.0</b>     | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>643,000</b>      | <b>0</b>        | <b>1.0</b>     | <b>0.0</b> |

**Notes**

1. The 2019-2020 Revised Budget equals the 2019-2020 Adopted Biennial Budget plus all Adopted Supplementals as of the publication of this document.

2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.

3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b> | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>Central Rate Adjustments</b>           | <b>4,670</b>        | <b>0</b>        | <b>0.0</b>     | <b>0.0</b> |
| <b>Total Decision Package Adjustments</b> | <b>4,670</b>        | <b>0</b>        | <b>0.0</b>     | <b>0.0</b> |

**2021-2022 Executive Proposed Operating Budget  
OFFICE OF THE EXECUTIVE (EN\_A12000)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>10,454,798</b>   | <b>0</b>        | <b>24.0</b>    | <b>0.0</b> |
| Base Budget Adjustments                       | 222,874             | 0               | 0.0            | 0.0        |
| Decision Package Adjustments                  | (513,938)           | 0               | 0.0            | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>10,163,733</b>   | <b>0</b>        | <b>24.0</b>    | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>10,164,000</b>   | <b>0</b>        | <b>24.0</b>    | <b>0.0</b> |

**Notes**

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2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.

3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>   | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>Administrative Service Changes</b>   |                     |                 |                |            |
| (AC_001) Achieve Target Reduction Savings through Six Unpaid Days Per Year<br>Executive Office employees will take six unpaid days off per year to achieve target reduction savings in 2021-2022.   | (276,580)           | 0               | 0.0            | 0.0        |
| (AC_002) Reclassify Climate Change Government Relations Officer to Executive Program Assistant III<br>Reclassify vacant climate change government relations position to realize savings. Also adjusts the loan out account to reflect actual salary and benefits for 2021-2022. | 77,105              | 0               | 0.0            | 0.0        |
| (AC_003) Achieve Target Reduction Savings through Reduction in Temporary Staffing<br>Reduce the temporary staffing budget to achieve target reduction savings.  | (448,420)           | 0               | 0.0            | 0.0        |
| (AC_004) Achieve Target Reduction Savings through Reduction in Office Supplies<br>Reduce budget for office supplies to achieve target reduction savings.  | (91,000)            | 0               | 0.0            | 0.0        |
| <b>Technical Adjustments</b>  |                     |                 |                |            |
| (TA_112) Temporary Account Adjustment<br>Adjust temporary account to accommodate GWI and FICA.  | 6,911               | 0               | 0.0            | 0.0        |
| <b>Central Rate Adjustments</b>   | <b>218,046</b>      | <b>0</b>        | <b>0.0</b>     | <b>0.0</b> |

**2021-2022 Executive Proposed Operating Budget  
OFFICE OF THE EXECUTIVE (EN\_A12000)**

| <b>Decision Package Adjustment Detail</b> | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>Total Decision Package Adjustments</b> | (513,938)           | 0               | 0.0            | 0.0        |

# OFFICE OF EQUITY AND SOCIAL JUSTICE

## MISSION

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The Office of Equity and Social Justice leads the implementation of the Equity and Social Justice Strategic Plan and serves as the main resource, strategic advisor, and coordinator of key County efforts to advance equity in the organization and community. The office leads and supports the application of equity & social justice, racial equity, the inclusion of immigrant and refugee and other historically disenfranchised populations in County policies, practices, procedures. The office meets these responsibilities through partnering with County departments and agencies. The office also provides enforcement toward the realization of civil rights.

## OVERVIEW

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The Office of Equity and Social Justice (ESJ) was established with the adoption of the 2015-2016 biennial budget. The ESJ Office leads the implementation of the King County Equity and Social Justice Strategic Plan (2016-2022), which provides a roadmap—vision, framework, policy agenda, and internal measures—for advance tangible actions towards a racially-just King County where all people have equitable opportunities to thrive.

King County is becoming pro-equity in all County practices and governance by centering equity in all planning, actions, processes, and decisions. As defined by the ESJ Strategic Plan, the County invests upstream and where needs are greatest, addressing root causes and equitably allocating public resources. The County also invests in community partnerships to better understand and address equity impacts throughout the region. The County invests in employees to create a highly capable, racially diverse workforce and pro-equity work culture to ensure its ability to effectively serve the residents of this region.

In addition to focusing on six goal areas, the Strategic Plan identifies a Pro-Equity Policy Agenda that supports the execution of pro-equity approaches in child and youth development, economic development and jobs, environment and climate, health and human services, housing, information and technology, the justice system, transportation, and mobility.

**2021-2022 Executive Proposed Operating Budget  
OFFICE OF EQUITY AND SOCIAL JUSTICE (EN\_A14100)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>7,248,954</b>    | <b>0</b>        | <b>8.0</b>     | <b>2.0</b> |
| Base Budget Adjustments                       | (3,069,356)         | 0               | 0.0            | (2.0)      |
| Decision Package Adjustments                  | 3,231,571           | 0               | 2.0            | 3.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>7,411,169</b>    | <b>0</b>        | <b>10.0</b>    | <b>3.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>7,412,000</b>    | <b>0</b>        | <b>10.0</b>    | <b>3.0</b> |

**Notes**

1. The 2019-2020 Revised Budget equals the 2019-2020 Adopted Biennial Budget plus all Adopted Supplementals as of the publication of this document.
2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.
3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>   | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>Direct Service Changes</b>   |                     |                 |                |            |
| (DS_001) Pro-Equity Engagement Coordination Team and Alignment Approach<br>Create a team to support engagement related to racism as a public health crisis and an approach to ensure community engagement enterprise wide incorporates pro-equity principals and approaches. Provide a community engagement compensation fund to provide compensation to community members and community-based organizations for their expertise and engagement on task forces and ad hoc groups. | 1,590,356           | 0               | 0.0            | 3.0        |
| (DS_002) Equity and Inclusion Manager<br>Add an equity and inclusion manager to both serve as a resource for smaller agencies without a dedicated equity and social justice resource and as the enterprise's lead equity and inclusion manager.   | 386,555             | 0               | 1.0            | 0.0        |
| <b>Administrative Service Changes</b>   |                     |                 |                |            |
| (AC_001) Trainer Position and Budget Transfer<br>Transfer an equity and social justice (ESJ) trainer position and training budget from the Office of Equity and Social Justice to the Department of Human Resources (DHR) to support countywide ESJ training. Related to AC_001 in DHR.   | (385,449)           | 0               | (1.0)          | 0.0        |

**2021-2022 Executive Proposed Operating Budget  
OFFICE OF EQUITY AND SOCIAL JUSTICE (EN\_A14100)**

| <b>Decision Package Adjustment Detail</b>   | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| (AC_003) Convert Position Leading Language Access Program to FTE Status<br>Convert language access program manager to a regular ongoing position to continue developing and implementing the language access program. This position provides ongoing strategic direction for implementing countywide policies, plans and legislation mandating translation and interpretation services. | 0                   | 0               | 1.0            | 0.0        |
| (AC_004) Language Translation for Public Communication<br>Provide funding to translate webpages into Spanish, Chinese, Vietnamese, Korean, Russian, and Ukrainian.  | 1,000,000           | 0               | 0.0            | 0.0        |
| (AC_006) BIPOC Centered Organizational Transformation<br>Invest in integrating what was learned from the 2019-2020 investment in resilience and capacity building for BIPOC employees.  | 400,000             | 0               | 0.0            | 0.0        |
| (AC_007) Administrative Coordinator<br>Add an Administrative Coordinator position to provide dedicated administrative and office management support.  | 253,434             | 0               | 1.0            | 0.0        |
| (AC_008) Organizational Development Analysis<br>Add funding for organizational development consulting related to King County's Office of Equity and Social Justice.   | 25,000              | 0               | 0.0            | 0.0        |
| (AC_011) Unpaid Days<br>Manage budget reductions by proposing three unpaid days for staff in 2021 and in 2022. Exceptions include administrative support staff, who will have no unpaid days, and the chief equity officer who will have six unpaid days in 2021 and in 2022.   | (36,582)            | 0               | 0.0            | 0.0        |
| <b>Technical Adjustments</b>  |                     |                 |                |            |
| (TA_111) Overtime Account Adjustment<br>Adjust overtime account to accommodate GWI, retirement, and FICA.   | 1,698               | 0               | 0.0            | 0.0        |
| (TA_112) Temporary Account Adjustment<br>Adjust temporary account to accommodate GWI and FICA.  | 15,207              | 0               | 0.0            | 0.0        |
| <b>Central Rate Adjustments</b>   | (18,648)            | 0               | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>   | <b>3,231,571</b>    | <b>0</b>        | <b>2.0</b>     | <b>3.0</b> |



# OFFICE OF LABOR RELATIONS

## MISSION

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To partner with King County’s agencies, unions, and employees through creative problem solving, collaborative negotiations, and employee engagement.

## OVERVIEW

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On behalf of the County Executive, the Office of Labor Relations (OLR) negotiates approximately 80 labor agreements covering the County’s nearly 14,000 represented employees. OLR staff fulfills its bargaining obligations in close partnership with the County Executive, the County Council and other separately elected officials, labor partners, agencies, and employees. OLR strives for negotiation outcomes that enable County agencies to utilize their employees effectively and allow the County as a whole to better manage costs and realize efficiencies.

As a critical implementing partner of the County Executive’s Investing in YOU strategy, OLR works with County agencies and labor unions to bargain a total compensation package that is competitive, sustainable, and equitable. OLR’s work advances the County’s Equity and Social Justice strategic priority through building a total compensation framework that prioritizes a racially diverse, culturally responsive workforce at all levels and equitable learning and growth.

**2021-2022 Executive Proposed Operating Budget  
OFFICE OF LABOR RELATIONS (EN\_A42100)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>7,056,840</b>    | <b>0</b>        | <b>16.6</b>    | <b>0.0</b> |
| Base Budget Adjustments                       | (90,618)            | 0               | 1.0            | 0.0        |
| Decision Package Adjustments                  | (753,396)           | 0               | (2.0)          | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>6,212,826</b>    | <b>0</b>        | <b>15.6</b>    | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>6,213,000</b>    | <b>0</b>        | <b>15.6</b>    | <b>0.0</b> |

**Notes**

1. The 2019-2020 Revised Budget equals the 2019-2020 Adopted Biennial Budget plus all Adopted Supplementals as of the publication of this document.

2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.

3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>  | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|--|---------------------|-----------------|----------------|------------|
| <b>Administrative Service Changes</b>  |                     |                 |                |            |
| (AC_001) Position Consolidation and Elimination<br>Create efficiencies by consolidating support positions, including two project management positions and two administrative specialist positions. | (492,777)           | 0               | (2.0)          | 0.0        |
| (AC_002) Unpaid Days in 2022<br>Manage budget reductions by proposing six unpaid days in 2022 for those employees whose base salary is over \$100,000 per year.                                    | (54,000)            | 0               | 0.0            | 0.0        |
| <b>Central Rate Adjustments</b>  | (206,619)           | 0               | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>  | (753,396)           | 0               | (2.0)          | 0.0        |

# OFFICE OF PERFORMANCE, STRATEGY AND BUDGET

## MISSION

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The Office of Performance, Strategy and Budget leads and supports innovation and improvement across County government.

## OVERVIEW

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The Office of Performance, Strategy and Budget (PSB) provides comprehensive and regional planning, management, budgeting, and performance assessment for King County government. PSB's work is guided by equity and social justice principles, as well as best practices in financial stewardship and performance management, which includes enhancing accountability and transparency, and integrating strategic planning, business planning, resource allocation, and continuous improvement into a systematic approach throughout the County. In addition, a number of external drivers—including responding to the COVID-19 pandemic and economic downturn, balancing service delivery and performance against fiscal constraints, and a series of Executive initiatives—inform how PSB prioritizes work.

PSB is responsible for many aspects of Executive Dow Constantine's Best Run Government approach. These fall into two broad categories:

- Leading enterprise planning activities to support equitable, transparent, and results-focused government.
- Improving the performance of County government and increasing the value achieved for the resources spent through ongoing performance monitoring.

In addition, PSB leads and supports internal and agency projects that foster operational excellence, while working to become a high-performing organization that is a model for a diverse, engaged, and equitable workplace.



**2021-2022 Executive Proposed Operating Budget  
OFFICE OF PERFORMANCE STRATEGY AND BUDGET (EN\_A14000)**

| <b>Decision Package Adjustment Detail</b>  | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|--|---------------------|-----------------|----------------|------------|
| (DS_003) Provide Funding for Facilitation of Conversation About Public Safety Alternative in Unincorporated King County<br><br>Provide resources for unincorporated area public safety conversation to develop alternative. PSB will work with KCSO, Executive Office, DLS, Council, and the community on an alternative to be developed by July 1 2021.   | 250,000             | 0               | 0.0            | 0.0        |
| (DS_004) Develop First Felony Program<br>Provide funding for an 18 month term-limited position to lead development of the first felony program. The program will be developed in coordination with the Department of Community and Human Services, the Department of Public Defense, the Prosecuting Attorney's Office, and the community. The objective is to design the alternative programs, develop a request for proposals, and create the mechanics for diversion. Program design will be complete by July 1, 2021 and programs in place by January 1, 2022. | 289,492             | 0               | 0.0            | 0.0        |
| <b>Administrative Service Changes</b>  |                     |                 |                |            |
| (AC_001) Eliminate Two Vacant Positions in 2021 and One Additional Position in 2022.<br><br>Achieve target reduction by eliminating two vacant Executive Analyst III positions and one additional position to be identified in 2022.   | (966,251)           | 0               | (3.0)          | 0.0        |
| (AC_002) Provide Appropriation for the County's Utilities Technical Review Committee<br>Provide funding for the Utilities Technical Review Committee which is a multi-agency effort. PSB's allocation for the committee is \$35,000 for the biennium.  | 35,000              | 0               | 0.0            | 0.0        |
| (AC_003) Convert Position Leading Customer Experience Program to FTE Status<br>Continue the customer experience measurement program that was developed in 2019-2020 and convert the term-limited analyst position to an ongoing regular position. The programs focus is improving the value of customer data to county agencies to create greater accountability, trust, and better experiences for county customers.  | 0                   | 0               | 1.0            | (1.0)      |
| (AC_004) Reduce Travel and Training to Achieve Budget Reduction<br>Scale back training and travel expenditures in by \$75,000 in both 2021 and 2022.   | (150,000)           | 0               | 0.0            | 0.0        |
| (AC_005) Budgeted Salary Savings<br>Manage budget reduction through six unpaid days off per year and merit freeze for all PSB employees except for the administrative team.  | (683,800)           | 0               | 0.0            | 0.0        |

**2021-2022 Executive Proposed Operating Budget  
OFFICE OF PERFORMANCE STRATEGY AND BUDGET (EN\_A14000)**

| <b>Decision Package Adjustment Detail</b>  | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b>   |
|--|---------------------|-----------------|----------------|--------------|
| (AC_006) Loan Position to Byrne Justice Assistance Grant for Nine Months<br>Recover salary and benefits for one Executive Analyst position from a Byrne Justice Assistance grant for nine months in 2021.                        | (150,000)           | 0               | 0.0            | 0.0          |
| <b>Technical Adjustments</b>   |                     |                 |                |              |
| (TA_001) True-up Loan Out Labor and Benefit Accounts<br>Adjust loan out labor and benefit accounts to match actual salary and benefits for position in 2021-2022.  | (60,563)            | 0               | 0.0            | 0.0          |
| (TA_113) Vacancy Rate Adjustment<br>Capture salary savings from employee turnover, without reducing the FTE authority, to increase the accuracy of labor budgeting for this appropriation unit and provide greater transparency. | (200,000)           | 0               | 0.0            | 0.0          |
| <b>Central Rate Adjustments</b>  | 87,550              | 0               | 0.0            | 0.0          |
| <b>Total Decision Package Adjustments</b>  | <b>(1,423,572)</b>  | <b>0</b>        | <b>(2.0)</b>   | <b>(1.0)</b> |

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: Other, Fund: 3280 PSB GENERAL TECHNOLOGY CAPITAL, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3280 PSB GENERAL TECHNOLOGY CAPITAL - Other  |  |              |                  |   |
|--|--|--------------|------------------|---|
| Project Number                               | Project Name Class Code  | Tech Adj     | FY21-22          | Narratives  |
| 1137306                                      | <b>DHR HUMAN RESOURCE SERVICE DELIVERY PLATFORM</b><br>STANDALONE          |              | \$192,000        | <p><b>Current Scope:</b> Department of Human Resources (DHR) and KCIT will procure an electronic HR records management system that will allow digitizing Executive branch employee personnel records. The original project scope (approved in the 2019-2020 2nd Omnibus) focused on assessing existing HR processes and existing applications, identifying gaps (e.g., complaint tracking, digital HR record storage), and making recommendations for a future DHR enterprise project. The updated project scope (proposed in the 2021-2022 budget) narrows the prior to an electronic HR records management system to meet current critical needs of the County caused by the response to the COVID-19 pandemic and remote workforce.</p> <p><b>Budget Request Basis:</b> This appropriation request is for \$192,000, which is in addition to \$300,000 appropriated for the original project scope (not yet spent). The total estimated cost of this project is \$492,000. DHR worked with KCIT to update Metro's prior estimate. DHR will refine the estimate after an RFP will be completed and bids with specific vendor quotes will be received. The current estimate mainly consists of software costs and includes TLT labor, some KCIT labor, and a 20 percent contingency.</p> |
| 1139632                                      | <b>KING COUNTY ELECTIONS REDUNDANT FIBER PATH IT PROJECT</b><br>STANDALONE |              | \$256,230        | <p><b>Current Scope:</b> Redundant Fiber Path - Design and build redundant fiber path to the Elections Renton location to support business continuity and minimize outages due to fiber related issues. Costs include engineering, negotiation, construction and connecting the redundant fiber connections (trenching, permits, materials, vendor costs, and testing) and KCIT Network resource. This fiber path is dependent on partnering with City of Renton to lease an existing fiber strand.</p> <p><b>Budget Request Basis:</b> Elections has funding for this project via the HAVA III Elections Security Grant. KCIT Network Engineering developed the cost estimate for this work. The plan and estimate assume leasing a fiber strand from the City of Renton. Per KCIT Network, this is standard practice for outside plant infrastructure. The project is requesting a 30% contingency as we don't know the overall permitting costs.</p>   |
| <b>3280 - PSB GENERAL TECHNOLOGY CAPITAL</b> |  | <b>Total</b> | <b>\$448,230</b> |   |
| <b>Grand Total</b>                           |  |              | <b>\$448,230</b> |   |

**2021-2022 Proposed Financial Plan  
General Fund Technology Capital Fund | 00003280**

| <b>Capital Improvement Program (CIP) Budget</b> | <b>2019-2020<br/>Estimated<br/>(YE ITD Balance)</b> | <b>2021-2022<br/>Proposed</b> | <b>2021-2022 Total<br/>(Balance +<br/>Proposed)</b> | <b>2023-2024<br/>Projected</b> | <b>2025-2026<br/>Projected</b> |
|---|---|-------------------------------|---|--------------------------------|--------------------------------|
| <b>CAPITAL BUDGET REVENUE SOURCES:</b>          |   |                               |   |                                |                                |
| Revenue Backing from Fund Balance               | 270,000   | -                             | 270,000   | -                              | -                              |
| Bond Proceeds                                   | 1,550,000   | -                             | 1,550,000   | -                              | -                              |
| Agency Transfers - KCSO AFIS                    | -   | -                             | -   | -                              | -                              |
| Agency Transfers - Elections (HAVA III Grant)   | -   | 256,230                       | 256,230   | -                              | -                              |
| General Fund Transfers                          | 1,358,352   | -                             | 1,358,352   | -                              | -                              |
| Countywide IT Rate (Transfer from F3771)        | -   | 192,000                       | 192,000   | -                              | -                              |
| <b>Total Capital Revenue:</b>                   | <b>\$ 3,178,352</b>                                 | <b>\$ 448,230</b>             | <b>\$ 3,626,582</b>                                 | <b>\$ -</b>                    | <b>\$ -</b>                    |
| <b>CAPITAL APPROPRIATION:</b>                   |   |                               |   |                                |                                |
| DAJD IT projects                                | (677,573)   | -                             | (677,573)   | -                              | -                              |
| DHR IT projects                                 | -   | (192,000)                     | (192,000)   | -                              | -                              |
| DPD IT projects                                 | (1,550,000)   | -                             | (1,550,000)   | -                              | -                              |
| Elections IT projects                           | -   | (256,230)                     | (256,230)   | -                              | -                              |
| KCSO IT projects                                | (270,000)   | -                             | (270,000)   | -                              | -                              |
| KCSC IT projects                                | (630,779)   | -                             | (630,779)   | -                              | -                              |
| Multi-agency IT projects                        | (50,000)  | -                             | (50,000)  | -                              | -                              |
| PAO IT projects                                 | -   | -                             | -   | -                              | -                              |
| <b>Total Capital Appropriation:</b>             | <b>\$ (3,178,352)</b>                               | <b>\$ (448,230)</b>           | <b>\$ (3,626,582)</b>                               | <b>\$ -</b>                    | <b>\$ -</b>                    |

| <b>CIP Fund Financial Position</b>                  | <b>2019-2020<br/>Biennial to<br/>Date Actuals</b> | <b>2019-2020<br/>Estimated</b> | <b>2021-2022<br/>Biennial to<br/>Date Actuals</b> | <b>2021-2022<br/>Estimated</b> | <b>2023-2024<br/>Projected</b> | <b>2025-2026<br/>Projected</b> |
|---|---|--------------------------------|---|--------------------------------|--------------------------------|--------------------------------|
| <b>BEGINNING FUND BALANCE:</b>                      | <b>\$ 1,956,744</b>                               | <b>\$ 1,956,744</b>            | <b>\$ -</b>                                       | <b>\$ 270,000</b>              | <b>\$ -</b>                    | <b>\$ -</b>                    |
| <b>CAPITAL FUNDING SOURCES:</b>                     |   |                                |   |                                |                                |                                |
| Bond Proceeds                                       | 449,229   | 2,500,000                      | -   | 1,550,000                      | -                              | -                              |
| Agency Transfers - KCSO AFIS                        | -   | -                              | -   | -                              | -                              | -                              |
| Agency Transfers - Elections (HAVA III Grant)       | -   | -                              | -   | 256,230                        | -                              | -                              |
| General Fund Transfers                              | 1,362,214   | 1,963,149                      | -   | 1,358,352                      | -                              | -                              |
| Countywide IT Rate (Transfers from F3771)           | -   | 300,000                        | -   | 192,000                        | -                              | -                              |
| <b>Total Capital Revenue:</b>                       | <b>\$ 1,811,443</b>                               | <b>\$ 4,763,149</b>            | <b>\$ -</b>                                       | <b>\$ 3,356,582</b>            | <b>\$ -</b>                    | <b>\$ -</b>                    |
| <b>CAPITAL EXPENDITURES:</b>                        |   |                                |   |                                |                                |                                |
| DAJD IT projects                                    | -   | (100,000)                      | -   | (677,573)                      | -                              | -                              |
| DHR IT projects                                     | -   | (300,000)                      | -   | (192,000)                      | -                              | -                              |
| DPD IT projects                                     | (462,146)   | (2,454,744)                    | -   | (1,550,000)                    | -                              | -                              |
| Elections IT projects                               | -   | -                              | -   | (256,230)                      | -                              | -                              |
| KCSO IT projects                                    | (396,360)   | (1,732,000)                    | -   | (270,000)                      | -                              | -                              |
| KCSC IT projects                                    | (637,069)   | (704,369)                      | -   | (630,779)                      | -                              | -                              |
| Multi-agency IT projects                            | -   | (300,000)                      | -   | (50,000)                       | -                              | -                              |
| PAO IT projects                                     | (796,279)   | (858,780)                      | -   | -                              | -                              | -                              |
| <b>Total Capital Expenditures:</b>                  | <b>\$ (2,291,853)</b>                             | <b>\$ (6,449,892)</b>          | <b>\$ -</b>                                       | <b>\$ (3,626,582)</b>          | <b>\$ -</b>                    | <b>\$ -</b>                    |
| <b>OTHER FUND TRANSACTIONS:</b>                     | <b>-</b>  | <b>-</b>                       | <b>-</b>  | <b>-</b>                       | <b>-</b>                       | <b>-</b>                       |
| <b>ENDING FUND BALANCE:</b>                         | <b>\$ 1,476,333</b>                               | <b>\$ 270,000</b>              | <b>\$ -</b>                                       | <b>\$ -</b>                    | <b>\$ -</b>                    | <b>\$ -</b>                    |
| <b>FUND BALANCE DESIGNATED TO CURRENT PROJECTS:</b> | <b>\$ (1,476,333)</b>                             | <b>\$ (270,000)</b>            | <b>\$ -</b>                                       | <b>\$ -</b>                    | <b>\$ -</b>                    | <b>\$ -</b>                    |
| <b>RESERVES:</b>                                    |   |                                |   |                                |                                |                                |
| Grant Contingency                                   | -   | -                              | -   | -                              | -                              | -                              |
| Cash Flow   | -   | -                              | -   | -                              | -                              | -                              |
| <b>Total Reserves:</b>                              | <b>\$ -</b>                                       | <b>\$ -</b>                    | <b>\$ -</b>                                       | <b>\$ -</b>                    | <b>\$ -</b>                    | <b>\$ -</b>                    |
| <b>PROJECTED SHORTFALL:</b>                         | <b>-</b>  | <b>-</b>                       | <b>-</b>  | <b>-</b>                       | <b>-</b>                       | <b>-</b>                       |
| <b>ENDING UNDESIGNATED FUND BALANCE:</b>            | <b>-</b>  | <b>-</b>                       | <b>-</b>  | <b>-</b>                       | <b>-</b>                       | <b>-</b>                       |

**Financial Plan Notes**

**CIP Budget Notes:**

All financial plans have the following assumptions, unless otherwise noted in below rows.

2019-2020 Estimated Ending Balance reflects the estimated Inception to Date (ITD) budget balances and actual balances after 2019 is closed.

2021-2022 Proposed Budget is consistent with PIC for Executive Proposed Budget.

2021-2022 Total Budget sums the 2021-2022 Estimated Ending Balance Budget and the 2021-2022 Proposed.

Outyear revenue and expenditure budget assumptions tie to the outyears of the Ordinance Attachment by Fund report in PIC, with exceptions explicitly noted.

Revenue Notes: Revenues shown are equal to the budgeted expenditure. Revenues include new revenue and fund balance designated to projects.

- Bond proceeds are used to fund 1133724 DPD Case Mgmt. Sys Replacement Project.
- AFIS levy revenue transferred to this fund in 2018 is in the fund balance and being used for the KCSO AFIS project (1133726).
- General Fund transfers are used to fund the following six projects: **1133959** PAO Data Modernization; **1134041** KCSC Jury Mgmt System Rplc; **1134042** KCSC Courtroom Recording Rplc; **1137253** KCSC Family Treatment Court; **1137304** Jail Health Children and Family Justice Center EPIC Electronic Health Records; and **1137305** CJ Digital Evidence Sharing. These are in multiple portfolios, grouped by agency.
- The countywide IT rate (from prior years, collected in and to be transferred out of F3771) will be used to fund 1137306 DHR Electronic HR Records System project.
- HAVA III Elections Security Grant (transfer from King County Elections) will be used to fund 1139632 KCE Redundant Fiber Path project

Appropriation: No projects have been identified for outyears. All outyear budget requests will be driven by agency needs and subject to the IT investment process.

***CIP Fund Financial Position:***

All financial plans have the following assumptions, unless otherwise noted in below rows.

Biennial to Date (BTD) expenditures and revenue reflect EBS totals for budgetary accounts as of the most recent closed month.

2019-2020 Actuals reflect 2019-2020 amounts in EBS.

2021-2022 Estimated column reflects the best estimate for the biennium based on actuals and the fund's spending plan.

Outyear revenue projections and expenditure estimates are based on the most recent projections and reflect current project plans.

Plan updated by: Gaukhar Serikbayeva, September 4, 2020



# DEPARTMENT OF EXECUTIVE SERVICES

## MISSION

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The Department of Executive Services (DES) provides excellent, innovative public and government services delivered by customer-focused employees.

## OVERVIEW

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The Department of Executive Services (DES) was established in 2002 to provide internal services to King County government and a variety of public services to its residents. DES has a variety of direct customers, from all County agencies in need of facilities maintenance or accounting services, to motor vehicle drivers applying for vehicle tab renewals.

The Department of Executive Services currently includes the following divisions and offices:

- Records and Licensing Services Division
- Finance and Business Operations Division
- Facilities Management Division
- Office of Risk Management Services
- Office of Emergency Management
- Business Resource Center
- King County International Airport
- Fleet Services Division
- Inquest Program

**2021-2022 Executive Proposed Operating Budget  
EXECUTIVE SERVICES ADMINISTRATION (EN\_A41700)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b>  | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|------------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>4,791,034</b>    | <b>1,628,758</b> | <b>14.0</b>    | <b>0.0</b> |
| Base Budget Adjustments                       | 361,065             | 22,382           | 0.0            | 0.6        |
| Decision Package Adjustments                  | 1,102,767           | 688,322          | 1.0            | 0.5        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>6,254,866</b>    | <b>2,339,462</b> | <b>15.0</b>    | <b>1.1</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>6,255,000</b>    | <b>2,340,000</b> | <b>15.0</b>    | <b>1.1</b> |

**Notes**

1. The 2019-2020 Revised Budget equals the 2019-2020 Adopted Biennial Budget plus all Adopted Supplementals as of the publication of this document.

2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.

3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>  | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|--|---------------------|-----------------|----------------|------------|
| <b>Direct Service Changes</b>  |                     |                 |                |            |
| (DS_001) Customer Service Specialist<br>Add .50 FTE classified as a Communications Specialist II to pilot application of chatbot technology to manage the County's main information line serving all Executive departments and separately-elected agencies.  | 142,142             | 0               | 0.0            | 0.5        |
| <b>Technical Adjustments</b>   |                     |                 |                |            |
| (TA_001) DES Director's Office Shared Services<br>Update the DES shared services allocation model and move from loan in/out labor to revenue backed from the department's divisions and offices, as well as transfer 1.0 FTE from the Facilities Management Division to make the senior recruiter pilot permanent. | 733,378             | 688,322         | 1.0            | 0.0        |
| <b>Central Rate Adjustments</b>  | 227,247             | 0               | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>  | <b>1,102,767</b>    | <b>688,322</b>  | <b>1.0</b>     | <b>0.5</b> |

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: Other, Fund: 3250 DES TECHNOLOGY, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3250 DES TECHNOLOGY - Other |                                      |          |                    |   |
|-----------------------------|--------------------------------------|----------|--------------------|---|
| Project Number              | Project Name Class Code              | Tech Adj | FY21-22            | Narratives  |
| 1133880                     | DES OEM RCECC AV MODERN STANDALONE   |          | (\$23,785)         | <p><b>Current Scope:</b> DES OEM RCECC Audio/Visual Modernization Project -- This project is requesting the entire disappropriation of the remaining project funds. The original scope of this project was completed successfully and under budget. OEM was planning on requesting full project funding during the 2021-2022 biennial budget. However, the onset of the COVID pandemic expedited the need for the RCECC to replace its audio/visual equipment in order to maintain its prolonged response to COVID. The original scope for the full project was approved by PSB/KCIT leadership as an equipment replacement project, to be paid for with Federal COVID relief funds.</p> <p><b>Budget Request Basis:</b> This is a disappropriation request for the entirety of the remaining project funds.</p>  |
| 1139605                     | DES BRC PS INFRASTRUCTURE STANDALONE |          | \$1,444,397        | <p><b>Current Scope:</b> PeopleSoft Systems Infrastructure Replacement Project-- This project will replace the IT infrastructure resources supporting the PeopleSoft production and non-production environments, which are at end of life.</p> <p><b>Budget Request Basis:</b> The PeopleSoft system infrastructure is at end of life. The BRC is requesting a \$1.1 million appropriation. The amount of this request is determined by calculating all costs associated with hosting the entire PeopleSoft system footprint in a subscription-based Infrastructure as a Service (IaaS). These costs also include consulting resources for implementation activities and a security assessment. The requested appropriation will support the entirety of the project. The funding source for this project will be the BRC Fund reserves set aside specifically to replace aging system infrastructure. If the total cost is less than the \$1.1 million appropriation, the BRC will submit a supplemental request to cancel the remaining appropriation.</p>  |
| 1139616                     | DES FBOD TREASURY SCANNER STANDALONE |          | \$1,115,000        | <p><b>Current Scope:</b> Treasury Scanner Replacement Project-- This project will replace the current FBOD Treasury mailroom scanner that is approaching the end of its useful life. The project scope could include, but is not limited to, documenting the current and future state for critical Treasury Mailroom Scanner Operations, managing an RFP process, vendor implementation, managing quality assurance processes, and retiring of the old system. Note that the scope will determine whether leasing, outright ownership, or outsourcing is the best solution.</p> <p><b>Budget Request Basis:</b> The county acts as Treasurer for King County and 120+ special districts. Treasury collects approximately \$6-7 billion in tax receipts each year. In order to reduce the risk of operations failure for tax receipts via mail, FBOD seeks to replace mailroom scanners purchased in 2004 with current technology before their vendor scheduled support-stoppage in June 2022. The county has two mail scanners and currently one is out of service approximately 50% of the time.</p> |
| 3250 - DES TECHNOLOGY       |                                      | Total    | \$2,535,612        |   |
| <b>Grand Total</b>          |                                      |          | <b>\$2,535,612</b> |   |

**2021-2022 Proposed Financial Plan  
DES Technology Fund / 000003250**

**Capital Improvement Program (CIP) Budget**

|  | 2019-2020<br>Estimated<br>Ending Balance<br>(YE ITD Balance) | 2021-2022<br>Proposed | 2021-2022 Total<br>(Balance +<br>Budget) | 2023-2024<br>Projected | 2025-2026<br>Projected |
|--|--|-----------------------|--|------------------------|------------------------|
| <b>Capital Budget Revenue Sources:</b>         |  |                       |  |                        |                        |
| Transfer from FBOD - Procurement Modernization | 6,110,000  |                       | 6,110,000                                | -                      | -                      |
| Transfer from FBOD - Treasury Scanner          | -  | 1,115,000             | 1,115,000                                | -                      | -                      |
| Transfer from GF - OEM AV                      | 44,000   | (23,785)              | 20,215                                   | -                      | -                      |
| Transfer from BRC - PS Infrastructure          |  | 1,444,397             | 1,444,397                                | -                      | -                      |
| Transfer from other funds (Fleet)              | 473,331  |                       | 473,331                                  | -                      | -                      |
|  |  |                       | -  |                        |                        |
| <b>Total Capital Revenue</b>                   | \$ 6,627,331   | \$ 2,535,612          | \$ 9,162,943                             | \$ -                   | \$ -                   |
| <b>Capital Appropriation:</b>                  |  |                       |  |                        |                        |
| FBOD Projects                                  | (6,110,000)  | (1,115,000)           | (7,225,000)                              | -                      | -                      |
| OEM Projects                                   | (44,000)   | 23,785                | (20,215)                                 | -                      | -                      |
| BRC Projects                                   |  | (1,444,397)           | (1,444,397)                              | -                      | -                      |
| Fleet Projects                                 | (473,331)  | -                     | (473,331)                                | -                      | -                      |
|  |  |                       | -  |                        |                        |
| <b>Total Capital Appropriation</b>             | \$ (6,627,331)   | \$ (2,535,612)        | \$ (9,162,943)                           | \$ -                   | \$ -                   |

**CIP Fund Financial Position**

|   | 2019-2020<br>Biennial to Date<br>Actuals | 2019-2020<br>Estimated | 2021-2022<br>Biennial to Date<br>Actuals | 2021-2022<br>Estimated | 2023-2024<br>Projected | 2025-2026<br>Projected |
|---|--|------------------------|--|------------------------|------------------------|------------------------|
| <b>Beginning Fund Balance</b>                       |  |                        | -  | 709,910                | 486,125                | 486,125                |
| <b>Capital Funding Sources</b>                      |  |                        |  |                        |                        |                        |
| Transfer from FBOD - Procurement Modernization      | 2,959,119                                | 6,110,000              | -  |                        | -                      | -                      |
| Transfer from FBOD - Treasury Scanner               |  |                        |  | 1,115,000              |                        |                        |
| Transfer from GF - OEM AV                           | 44,000                                   | 20,125                 |  | (23,785)               |                        |                        |
| Transfer from BRC - PS Infrastructure               |  |                        |  | 1,444,397              |                        |                        |
| Transfer from other funds (Fleet)                   |  | 473,331                | -  |                        | -                      | -                      |
| Admin Project                                       | -  |                        | -  |                        | -                      | -                      |
|   |  |                        | -  |                        |                        |                        |
| <b>Total Capital Revenue</b>                        | \$ 3,003,119                             | \$ 6,603,456           | \$ -                                     | \$ 2,535,612           | \$ -                   | \$ -                   |
| <b>Capital Expenditures</b>                         |  |                        |  |                        |                        |                        |
| FBOD Projects                                       | (2,972,880)                              | (5,400,000)            | -  | (1,315,000)            | -                      | -                      |
| OEM Projects  | (20,215)                                 | (20,215)               | -  | -                      | -                      | -                      |
| BRC Projects  |  |                        |  | (1,444,397)            |                        |                        |
| Fleet Projects                                      |  | (473,331)              |  |                        |                        |                        |
| Admin Project                                       |  |                        |  |                        |                        |                        |
|   |  |                        |  |                        |                        |                        |
| <b>Total Capital Expenditures</b>                   | \$ (2,993,095)                           | \$ (5,893,546)         | \$ -                                     | \$ (2,759,397)         | \$ -                   | \$ -                   |
| <b>Other Fund Transactions</b>                      |  |                        |  |                        |                        |                        |
|   |  |                        |  |                        |                        |                        |
| <b>Ending Fund Balance</b>                          | \$ 10,024                                | \$ 709,910             | \$ -                                     | \$ 486,125             | \$ 486,125             | \$ 486,125             |
| <b>Fund Balance designated to current projects*</b> | \$ (10,024)                              | \$ (709,910)           | \$ -                                     | \$ (486,125)           | \$ (486,125)           | \$ (486,125)           |
| <b>Reserves</b>                                     |  |                        |  |                        |                        |                        |
| Grant Contingency                                   |  |                        |  |                        |                        |                        |
| Cash Flow   |  |                        |  |                        |                        |                        |
|   |  |                        |  |                        |                        |                        |
| <b>Total Reserves</b>                               | \$ -                                     | \$ -                   | \$ -                                     | \$ -                   | \$ -                   | \$ -                   |
| Projected Shortfall                                 | -  | -                      | -  | -                      | -                      | -                      |
| <b>Ending Undesignated Fund Balance</b>             | \$ -                                     | \$ -                   | \$ -                                     | \$ -                   | \$ -                   | \$ -                   |

**Financial Plan Notes**

**CIP Budget Notes:**

All financial plans have the following assumptions, unless otherwise noted in below rows.

Revenue Notes: Procurement Modernization revenue is bond proceeds and fund balance.

Revenues shown are equal to the budgeted expenditure. Revenues include new revenue and fund balance designated to projects and match 2021-2022 Proposed PIC amounts.

Appropriation Notes: This section matches 2021-2022 Proposed PIC amounts. The Fleet project received appropriation during a 2019-2020 omnibus and will complete spending in 2020.

***CIP Fund Financial Position:***

All financial plans have the following assumptions, unless otherwise noted in below rows.

Biennial to Date (BTD) expenditures and revenue reflect EBS totals for budgetary accounts as of the most recent closed month.

2019-2020 Actuals reflect 2019-2020 amounts in EBS.

2021-2022 Estimated column reflects the best estimate for the biennium based on actuals and should be informed by the fund's spending plan.

Outyear revenue projections and expenditure estimates are based on the most recent projections and reflect current project plans.

Revenues Notes:

Expenditure Notes: The ending \$486k will likely be disappropriated.

Reserve Notes: This fund does not carry reserves.

\* Fund balance designated to current projects is for projects that are already appropriated. This fund balance cannot be used for other projects without disappropriating projects or creating a shortfall in the fund.

Data pulled by Danielle Lucero, 8/21/2020, PA\_103.

Financial plan updated by Andrew Cronholm, 8/31/2020.



# KING COUNTY INTERNATIONAL AIRPORT

## MISSION

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The King County International Airport's mission is to be a recognized world-class airport, innovating in infrastructure and strategic alliances, while strengthening the regional economy.

## OVERVIEW

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King County International Airport (KCIA) is classified by the Federal Aviation Administration (FAA) as a Class IV, Primary, Commercial Service, non-Hub Reliever Airport. This translates to the Airport handling limited commercial passenger traffic, with a designation from the FAA to relieve congestion from SeaTac and provide improved general aviation access to the overall community. While the Airport provides the aviation facilities, the FAA regulates the airspace and aircraft operations. KCIA, in partnership with the FAA, provides the resources to meet forecasted aviation demand by providing for the development and maintenance of the runway and taxiway systems.

KCIA works diligently to provision an open-access airport with facilities, including runways and taxiways, that are in a state of good repair and maintained to the highest standard. Airport services are valued as a strong element in support of regional economic vitality. These activities are executed by a well-trained workforce that promotes a culture of excellence in customer service, community engagement, equity, and diversity.

KCIA supports and serves six product families: aerospace manufacturing, air cargo, fixed base operators, corporate flight departments, recreational general aviation, and passenger terminal services. The higher-order value stream components are centered on access to the airfield, which include runways, taxiways, air traffic control services, navigational aids, and the protected airspace above and outward from the runways providing the transition from inter-city travel to landing at KCIA. The secondary value stream components are exclusive, preferential, or common use space with access to the airfield in the form of ramp, aircraft storage hangars, tie-down parking, raw ground, or space within the terminal

building. The most value comes from the higher order value stream, but KCIA uses the secondary stream components to monetize the higher order value and provide managed, equitable distribution to the six product families.

As an enterprise fund, the Airport operates in dual roles, both as a business enterprise and public agency. As a business enterprise, the Airport operates via a dedicated group of airport professionals with specialized skills and expertise to run a small, nimble operation earning business income. This income funds the operations and capital investments necessary to build and maintain the airfield and associated facilities. The Airport is accountable to private partners and tenants who rely on KCIA to meet their business needs, the needs that make KCIA an attractive airport of choice. For continuity of operations, the Airport manages to business and financial metrics. As a public agency, KCIA has a responsibility to the County and its constituents and is accountable to them. Accordingly, incorporation and advancement of public values is critical when making business decisions. As a public agency, customers and partners include adjacent and outreaching communities, public agencies and community organizations, and the general public with the expectation of transparency and access to public facilities.

**2021-2022 Executive Proposed Operating Budget  
AIRPORT (EN\_A71000)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b>   | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-------------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>41,910,686</b>   | <b>54,391,778</b> | <b>51.5</b>    | <b>5.0</b> |
| Base Budget Adjustments                       | (866,936)           | (185,178)         | 0.0            | (5.0)      |
| Decision Package Adjustments                  | 17,537,319          | 23,639,307        | 17.5           | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>58,581,068</b>   | <b>77,845,907</b> | <b>69.0</b>    | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>58,582,000</b>   | <b>77,846,000</b> | <b>69.0</b>    | <b>0.0</b> |

**Notes**

1. The 2019-2020 Revised Budget equals the 2019-2020 Adopted Biennial Budget plus all Adopted Supplementals as of the publication of this document.

2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.

3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>  | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|--|---------------------|-----------------|----------------|------------|
| <b>Direct Service Changes</b>  |                     |                 |                |            |
| (DS_001) Staffing Increase for High-Priority Areas<br>Increase Airport capacity, service delivery, and economic impact by adding needed staff for current 24/7 operations. This effort supports the Airport's "World Class Airport by 2030" program. | 4,267,426           | 0               | 16.5           | 0.0        |
| (DS_002) Training Program<br>Build capacity and expertise with robust training available for all staff.  | 414,200             | 0               | 0.0            | 0.0        |
| (DS_003) Contracts for Data, SaaS, and Data Analysis Services<br>Fund contracts for data and data analysis services to support managing the Airport business with 21st century systems.  | 214,364             | 0               | 0.0            | 0.0        |
| (DS_004) Regional Airport System Study<br>Fund the Regional Airport Study using FAA CARES Grant funds.   | 185,500             | 0               | 0.0            | 0.0        |
| (DS_005) Supplies and Services<br>Buy needed supplies and services for running the Airport, as identified by customer and program delivery needs.  | 559,264             | 0               | 0.0            | 0.0        |
| (DS_006) Aircraft Rescue and Fire Fighter (ARFF) Station Improvements and Equipage<br>Provide necessary ARFF station functional improvements and equipage.   | 267,000             | 0               | 0.0            | 0.0        |

**2021-2022 Executive Proposed Operating Budget  
AIRPORT (EN\_A71000)**

| <b>Decision Package Adjustment Detail</b>   | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| (DS_007) ARFF Officer Training, Equipage, and Preparedness<br>Provide for ARFF officers' physical training equipment, communication, breathing, fire-fighting, bird depredation equipment, and preparedness.  | 68,300              | 0               | 0.0            | 0.0        |
| (DS_008) ARFF Vehicle Equipage, Accessories, and Improvements<br>Provide for ARFF vehicle equipage, accessories, and improvements to improve service and safety.  | 45,000              | 0               | 0.0            | 0.0        |
| (DS_009) ARFF Fieldwork Equipment and Tools<br>Provide ARFF fieldwork equipment and tools for greater safety for ARFF responders, Airport staff, and the public.  | 3,200               | 0               | 0.0            | 0.0        |
| (DS_010) Land Purchase or Lease<br>Acquire land near the Airport by purchase or lease to protect the our airspace rights, serve our high-value customers, and drive the local economy.  | 3,510,324           | 4,224,000       | 0.0            | 0.0        |
| (DS_012) Human Resources Manager Transfer<br><br>Add an HR manager position in a transfer from RALS. Related to DS_011 in Records and Licensing A47000.   | 345,745             | 0               | 1.0            | 0.0        |
| (DS_120) Central Climate Change Cost Update<br>Adjust the share of central climate-related costs including investments to advance the Strategic Climate Action Plan, membership fees in climate related organizations, consulting fees, and central climate staff. The allocation methodology is based on greenhouse gas emissions. | 1,170               | 0               | 0.0            | 0.0        |
| <b>Administrative Service Changes</b>   |                     |                 |                |            |
| (AC_001) New Cost Centers<br>Establish new cost centers for efficiency and effectiveness. Transfer employees and budgets from 710001 Admin to new cost centers 710009 Finance and 710010 Business Information Mgmt.   | (2,000)             | 0               | 0.0            | 0.0        |
| (AC_002) Supplies and Services Adjustments<br>Adjust supplies and services accounts that are driven by increases in staff, square footage, and changes in customer needs.   | 1,311,615           | 0               | 0.0            | 0.0        |
| (AC_003) Tools, Supplies, and Services Increase<br>Increase budget for tools, supplies, and services, according to programmed and expected needs for core Airport operations in the 2021-2022 biennium.   | 82,200              | 0               | 0.0            | 0.0        |
| (AC_300) Inventory Purchasing Specialist Transfer<br>Transfer an inventory purchasing position to Fleet to support the move of the stores and Airport vehicle repair and maintenance functions from Airport to Fleet. Related to AC_300 in Fleet A75000.  | (217,747)           | 0               | (1.0)          | 0.0        |
| <b>Technical Adjustments</b>  |                     |                 |                |            |

**2021-2022 Executive Proposed Operating Budget  
AIRPORT (EN\_A71000)**

| <b>Decision Package Adjustment Detail</b>   | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| (TA_001) Labor-Related Adjustments<br>Make labor-related adjustments, including union-related impacts.  | (77,851)            | 0               | 1.0            | 0.0        |
| (TA_002) Supplies and Services Budget Adjustment<br>Adjust funding for supplies and services due to inflation, prices, and true-up to current biennium actuals.   | (38,563)            | 0               | 0.0            | 0.0        |
| (TA_003) Net Zero Technical Transfers and Adjustments<br>Make technical transfers and adjustments to supplies and services among and between cost centers resulting in net-zero changes.  | 0                   | 0               | 0.0            | 0.0        |
| (TA_004) Inter-Agency Agreements<br>Budget central charges and technical adjustments of inter-agency agreements with Permitting, DES, FMD, Fleet, and KCSO.   | (11,922)            | 0               | 0.0            | 0.0        |
| (TA_050) Inflation Driven Revenue Adjustment<br>Adjust inflation-driven revenue, including increases in CPI (2021) or expected appraisal (2022).  | 0                   | 19,415,307      | 0.0            | 0.0        |
| (TA_111) Overtime Account Adjustment<br>Adjust overtime account to accommodate GWI, retirement, and FICA.   | 3,538               | 0               | 0.0            | 0.0        |
| (TA_112) Temporary Account Adjustment<br>Adjust temporary account to accommodate GWI and FICA.  | 2,562               | 0               | 0.0            | 0.0        |
| (TA_113) Vacancy Rate Adjustment<br>Capture salary savings from employee turnover, without reducing the FTE authority, to increase the accuracy of labor budgeting for this appropriation unit and provide greater transparency | (75,000)            | 0               | 0.0            | 0.0        |
| <b>Central Rate Adjustments</b>   | 6,678,994           | 0               | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>   | 17,537,319          | 23,639,307      | 17.5           | 0.0        |

**2021-2022 Executive Proposed Operating Budget  
AIRPORT CONSTRUCTION TRANSFER (EN\_A71600)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>18,974,373</b>   | <b>0</b>        | <b>0.0</b>     | <b>0.0</b> |
| Base Budget Adjustments                       | 1                   | 0               | 0.0            | 0.0        |
| Decision Package Adjustments                  | 4,358,352           | 0               | 0.0            | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>23,332,726</b>   | <b>0</b>        | <b>0.0</b>     | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>23,333,000</b>   | <b>0</b>        | <b>0.0</b>     | <b>0.0</b> |

**Notes**

1. The 2019-2020 Revised Budget equals the 2019-2020 Adopted Biennial Budget plus all Adopted Supplementals as of the publication of this document.

2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.

3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>   | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>Technical Adjustments</b>  |                     |                 |                |            |
| (TA_005) Transfer Funds to Capital from Operating<br>Transfer funds annually to Capital from Operating to<br>adequately fund the CIP program. | 4,358,352           | 0               | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>   | <b>4,358,352</b>    | <b>0</b>        | <b>0.0</b>     | <b>0.0</b> |

**2021 - 2022 Proposed Financial Plan  
Airport Operating Fund / 000004290**

| <b>Category</b>                         | <b>2019-2020<br/>Estimated</b> | <b>2021-2022<br/>Proposed</b> | <b>2023-2024<br/>Projected</b> | <b>2025-2026<br/>Projected</b> |
|---|--------------------------------|-------------------------------|--------------------------------|--------------------------------|
| <b>Beginning Fund Balance</b>           | <b>21,518,337</b>              | <b>25,644,077</b>             | <b>21,576,191</b>              | <b>22,052,168</b>              |
| <b>Revenues</b>                         |                                |                               |                                |                                |
| Lease Revenue                           | 48,189,634                     | 59,334,424                    | 75,733,988                     | 83,548,057                     |
| Landing Fees                            | 2,999,966                      | 2,871,951                     | 3,343,902                      | 3,343,902                      |
| Fuel Fees                               | 2,796,779                      | 2,800,000                     | 3,600,000                      | 3,600,000                      |
| Grant Income                            | 11,002,532                     | 12,002,532                    | 650,000                        | 500,000                        |
| Other Revenue                           | 1,525,213                      | 837,000                       | 900,000                        | 900,000                        |
| <b>Total Revenues</b>                   | <b>66,514,124</b>              | <b>77,845,907</b>             | <b>84,227,890</b>              | <b>91,891,959</b>              |
| <b>Expenditures</b>                     |                                |                               |                                |                                |
| Employment (51)                         | (13,774,972)                   | (18,617,829)                  | (21,297,220)                   | (24,129,750)                   |
| Supplies (52)                           | (2,554,991)                    | (1,784,793)                   | (1,866,008)                    | (1,950,919)                    |
| Services (53)                           | (13,516,273)                   | (14,400,470)                  | (15,055,749)                   | (15,740,846)                   |
| Intragovernmental (55)                  | (13,983,390)                   | (15,439,630)                  | (16,260,569)                   | (17,000,490)                   |
| Capital Outlay (56)                     | (599,977)                      | (351,800)                     | (367,808)                      | (384,545)                      |
| Debt, Contingency (57-59)               | (1,404,707)                    | (7,986,546)                   | (7,772,559)                    | (10,945,119)                   |
| <b>Total Expenditures</b>               | <b>(45,834,310)</b>            | <b>(58,581,068)</b>           | <b>(62,619,913)</b>            | <b>(70,151,669)</b>            |
| <b>Estimated Underexpenditures</b>      | <b>-</b>                       | <b>-</b>                      | <b>-</b>                       | <b>-</b>                       |
| <b>Other Fund Transactions</b>          |                                |                               |                                |                                |
| Operating Transfer to CIP               | (16,554,074)                   | (23,332,725)                  | (21,132,000)                   | (785,000)                      |
| <b>Total Other Fund Transactions</b>    | <b>(16,554,074)</b>            | <b>(23,332,725)</b>           | <b>(21,132,000)</b>            | <b>(785,000)</b>               |
| <b>Ending Fund Balance</b>              | <b>25,644,077</b>              | <b>21,576,191</b>             | <b>22,052,168</b>              | <b>43,007,458</b>              |
| <b>Reserves</b>                         |                                |                               |                                |                                |
| Rainy Day Reserve (30 days)             | (1,703,403)                    | (4,881,756)                   | (5,218,326)                    | (5,845,972)                    |
| Expenditure Reserve(s)                  | (3,000,000)                    | (3,000,000)                   | (3,000,000)                    | (3,000,000)                    |
| Airport Fund Reserve                    |                                | (2,000,000)                   | (2,000,000)                    | (10,000,000)                   |
| <b>Total Reserves</b>                   | <b>(4,703,403)</b>             | <b>(9,881,756)</b>            | <b>(10,218,326)</b>            | <b>(18,845,972)</b>            |
| Reserve Shortfall                       | -                              | -                             | -                              | -                              |
| <b>Ending Undesignated Fund Balance</b> | <b>20,940,674</b>              | <b>11,694,435</b>             | <b>11,833,842</b>              | <b>24,161,486</b>              |

**Financial Plan Notes**

All financial plans have the following assumptions, unless otherwise noted in below rows.

2021-2022 Proposed Budget ties to PBCS.

Outyear revenue and expenditure inflation assumptions are consistent with figures provided by PSB's BFPA guidance.

Fund Balance Notes: 2019 Fund Balance is Working Capital balance provided by Lillian Bushnell, Fund Accountant.

Revenues Notes: Revenue reflects mid-year 2021 appraisal in \$3.30 range adopted with no arbitration.

Expenditure Notes: Outyear estimates calculated using Seattle inflation rate noted in PSB-posted BFPA document.

Other Fund Transaction Notes: Those amounts tie to the F\_3380 Airport CIP Financial Plan.

Reserve Notes:

Rainy Day Reserve calculated at 2-year average of 30 days of total expenditures.

Expenditure Reserve established for additional transfer to Capital Fund, calculated based on CIP needs and funds available, at Airport Finance Manager's discretion.

Airport Fund Reserve established in 2020 at the direction of the Airport Director to accrue a cushion of one year's operating funds.

This financial plan was created by Morlene Mitchell on 6/28/2020, and updated on 9/3/2020

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: Airport Division, Fund: All, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3380 AIRPORT CONSTRUCTION - Airport Division |   |          |             |  |
|--|---|----------|-------------|--|
| Project Number                               | Project Name Class Code                 | Tech Adj | FY21-22     | Narratives   |
| 1028653                                      | AD PAVEMENT REHABILITATION PROGRAMMATIC |          | \$4,542,110 | <p><b>Current Scope:</b> Pavement Rehabilitation - This is the master project for all pavement rehabilitation projects to keep runways, taxiways, ramp and aircraft parking areas, as well as all landside pavements in usable and safe conditions per FAA and other applicable codes. This project consists of multiple small scale pavement rehabilitation efforts at different location of the airport that are of such size that they do not warrant full project designation. This project will use on-call contractors to perform the services. The project will rehabilitate miscellaneous pavement sections as the need arises. Specific locations and work items under this project have not yet been identified. The total project budget includes \$2.2M per calendar year to accomplish miscellaneous pavement projects in 2021 and 2022.</p> <p><b>Budget Request Basis:</b> The \$4.5 million in requested appropriation will support establishing Airport Pavement Management System (APMS) in addition to the pavement construction contract implementation for the Airport-owned roads, parking lots, and common area airside pavement surfaces. The APMS is making the best engineered and cost-effective decisions related to the preservation, maintenance, and rehabilitation of pavements in KCIA. Projected spending includes Airport no burdened staff time, permitting, construction materials and project contingency. The budget requested is necessary in order to cover total programmatic costs through the 2021-2022 biennium; budget authority is needed in order to sign vendor contracts and move forward with implementation. Total project cost has increased by 350% from the previous budget request in 2019-2020, largely due to escalation in construction costs and heightened need to replace aged worn-out pavement, based on current Pavement Condition Index (PCI).</p> |

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: Airport Division, Fund: All, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3380 AIRPORT CONSTRUCTION - Airport Division |  |             |             |   |
|--|--|-------------|-------------|---|
| Project Number                               | Project Name<br>Class Code   | Tech<br>Adj | FY21-22     | Narratives  |
| 1028654                                      | <b>AD STEAM PLANT<br/>ACCESS ROAD<br/>STANDALONE</b>                         |             | \$138,000   | <p><b>Current Scope:</b> Steam Plant Access Road - This project will construct a new driveway from Ellis Avenue to the Georgetown Steam Plant Building. The project will demolish the Skagit Transportation building at 6640 Ellis Avenue and relocate power, water, sanitary and stormwater utility lines. The new driveway will be paved using asphalt. High mast lighting will be installed along the route to provide lighting at night. Concrete sidewalks, curb and gutter will be installed on each side of the access. In addition, the design will include the relocation of the material storage ecology blocks to another location at the Airport. Additional work items along the route include excavation, trenching and backfill, utility relocation, security fence installation, driveway markings, and reseeding. Environmental remediation is included in the project. Hazmat abatement and demolition is also included prior to remediation. Due to expected schedule for tenant to vacate site in May 2020, these projects will be started in the summer or 2020.</p> <p><b>Budget Request Basis:</b> The \$138,000 requested appropriation will support the paving construction contract implementation, for the Airport-owned roads, parking lots, and common area airside pavement surfaces. Projected spending includes Airport non-burdened staff time, permitting, construction materials and project contingency. The budget requested is necessary in order to cover total programmatic costs through the 2021-2022 biennium; budget authority is needed in order to sign vendor contracts and move forward with implementation. Total project cost has increased by 10% from the previous budget request in 2019-2020, largely due to escalation in construction costs and heightened need to replace aged pavement, based on current Pavement Condition Index (PCI)."</p> |
| 1028664                                      | <b>AD MAXIMO<br/>UPGRADE<br/>STANDALONE</b>                                  | ✓           | (\$1,052)   | <p><b>Current Scope:</b> Maximo Upgrade - This is a disappropriation request for a completed project to upgrade the Airport's legacy Maximo Centralized Maintenance Management System.</p> <p><b>Budget Request Basis:</b> This is a disappropriation request for a completed project to upgrade the Airport's legacy Maximo Centralized Maintenance Management System.</p>   |
| 1120730                                      | <b>AD AIRPORT<br/>FACILITIES REPAIR<br/>AD AIRPORT FACILITIES<br/>REPAIR</b> |             | \$2,241,000 | <p><b>Current Scope:</b> Airport Facilities Repair - Facilities preservation is a fiduciary responsibility that keeps assets available for best and highest use including revenue production. Preservation and repair avoids costs for downtime, excess maintenance, major repair, inefficient operations, and ultimately demolition and replacement costs.</p> <p><b>Budget Request Basis:</b> The \$2.2M budget request for 2021-2022 is to support roof replacement and window replacement for failing windows in the Airport Terminal building. Additionally, there are necessary projects at the FAA tower.</p>  |

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: Airport Division, Fund: All, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3380 AIRPORT CONSTRUCTION - Airport Division |                               |          |             |   |
|--|-------------------------------|----------|-------------|---|
| Project Number                               | Project Name Class Code       | Tech Adj | FY21-22     | Narratives  |
| 1120731                                      | AD AIRPORT FLEET PROGRAMMATIC |          | \$5,413,000 | <p><b>Current Scope:</b> Airport Fleet - This master project has subprojects for airport fleet equipment replacement as well as special fleet projects such as alternative fuels and systems to achieve vehicle related reductions in emissions. This project establishes a budget to acquire new and replacement rolling stock assets for the existing fleet of vehicles owned by the Airport. This project is a monetary budget that provides funds to purchase equipment and parts. The total project budget includes the funds needed to maintain the airport fleet replacement life cycle for years 2021 and 2022.</p> <p><b>Budget Request Basis:</b> The \$5.4 million in requested appropriation will provided funding for the following in the 2021-2022 biennium: fifteen on-road vehicles for Aircraft Rescue and Firefighting (ARFF), Airport Operations, and Administration, one 12 passenger van, one front end loader, two snow truck plow trucks, one snow blower, one backhoe, one road grader, one sweeper truck, one boom truck, and a liquid deicer truck. Projected spending includes Airport non-burdened staff time Joboxes, tonnaeau covers, and radio equipment buildouts performed by DES Fleet. The budget requested is necessary in order to cover total programmatic costs through the 2021-2022 biennium; budget authority is needed in order to sign vendor contracts, for interfund transfers, and to move forward with vehicle/equipment purchases. Total project cost has increased by 331% from the previous budget request in 2019-2020, largely due to escalation in vehicle costs, installing Automatic Vehicle Locating (AVL) technology software, and heightened need to replace worn-out or obsolete airside snow removal equipment, based on the Airport fleet manager's lifecycle Equipment Replacement Plan schedule.</p> |

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: Airport Division, Fund: All, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3380 AIRPORT CONSTRUCTION - Airport Division |   |          |           |   |
|--|---|----------|-----------|---|
| Project Number                               | Project Name Class Code   | Tech Adj | FY21-22   | Narratives  |
| 1120732                                      | <b>AD LOWER DUWAMISH WATERWAY</b><br>AD LOWER DUWAMISH WATERWAY |          | \$103,000 | <p><b>Current Scope:</b> Lower Duwamish Waterway - The scope of this project is to manage activities related to the cleanup efforts on behalf of KCIA. These activities include attending monthly project team meetings; participating in an allocation process by providing documentation, legal document reviews, and depositions; attending Steering Committee Meetings; attending bimonthly source control work group meetings; conducting environmental sampling; attending County source control team meetings; and preparing and reviewing source control reports</p> <p><b>Budget Request Basis:</b> The \$103 thousand in requested appropriation will support the source control studies and environmental assessment activities on Airport property near the Slip 4 and Slip 6 outfalls. Projected spending includes fully burdened staff time, consulting fees, community outreach, and project contingency. The budget requested is necessary in order to cover total project costs through 2023; budget authority is needed in order to sign vendor contracts and move forward with implementation. This cleanup program will be in place up to 30 years, depending on the Washington Department of Ecology-mandated alternative to clean up and restore wildlife habitat on the Lower Duwamish Waterway.</p> |
| 1121024                                      | <b>AD CIP OVERSIGHT ADMIN</b>                                   |          | \$12,453  | <p><b>Current Scope:</b> Auditor Capital Project Oversight - Biennial allocation of Council Auditor Capital Project Oversight costs.</p> <p><b>Budget Request Basis:</b> Budget appropriation supports cost of Capital Project Oversight work of Capital Projects by King County Auditor</p>  |

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: Airport Division, Fund: All, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3380 AIRPORT CONSTRUCTION - Airport Division |  |          |                |   |
|--|--|----------|----------------|---|
| Project Number                               | Project Name Class Code                            | Tech Adj | FY21-22        | Narratives  |
| 1129947                                      | <b>AD EQUIPMENT SNOW SHED</b><br>STANDALONE        |          | (\$12,604,830) | <p><b>Current Scope:</b> Equipment Snow Shed - KCIA requests disappropriation of all but \$100,000 of the \$12,704,830 ITD balance for this project. The project is on hold for an indefinite period of time; when a potential building site becomes available, the remaining appropriation can be used to evaluate its feasibility. The design portion of the project had reached 90% complete when the FAA determined the Airport's Runway Protection Zone (RPZ) dimensions were larger than depicted on the Airport Layout Plan (ALP), and it was determined that the proposed building site was within the RPZ. The RPZ, however, is protected airspace that prohibits the presence of any structures on the ground beneath it, so the FAA required us to immediately place the Snow Shed project on hold, and to cancel the AIP design and construction grants they had awarded us to fund portions of the cost of this building. When a feasible building site becomes available, we anticipate opening a new project number for a clean project history. A design firm could be engaged to consult on the feasibility of re-using any of the initial 90% design product in that new location.</p> <p><b>Budget Request Basis:</b> We request disappropriation of all but roughly \$100,000 of the \$12,704,830 ITD balance for this project. The project is on hold for an indefinite period of time; when a potential building site becomes available, the remaining appropriation can be used to evaluate its feasibility. The design portion of the project had reached 90% complete when the FAA determined the Airport's Runway Protection Zone (RPZ) dimensions were larger than depicted on the Airport Layout Plan (ALP), and it was determined that the proposed building site was within the RPZ. The RPZ, however, is protected airspace that prohibits the presence of any structures on the ground beneath it, so the FAA required us to immediately place the Snow Shed project on hold, and to cancel the AIP design and construction grants they had awarded us to fund portions of the cost of this building. When a feasible building site becomes available, we anticipate opening a new project number for a clean project history. A design firm could be engaged to consult on the feasibility of re-using any of the initial 90% design product in that new location.</p> |
| 1129951                                      | <b>AD AIRFIELD ELECTRICAL SYSTEM</b><br>STANDALONE | ✓        | (\$184,842)    | <p><b>Current Scope:</b> Airfield Electrical System - This is a disappropriation request for a completed project to for updating/upgrading airfield electrical systems.</p> <p><b>Budget Request Basis:</b> This is a disappropriation request for a completed project to update/upgrade airfield electrical systems.</p>   |

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: Airport Division, Fund: All, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3380 AIRPORT CONSTRUCTION - Airport Division |   |             |         |   |
|--|---|-------------|---------|---|
| Project Number                               | Project Name<br>Class Code                                    | Tech<br>Adj | FY21-22 | Narratives  |
| 1130186                                      | <b>AD CITYWORKS<br/>ADDITIONAL<br/>MODULES<br/>STANDALONE</b> |             | \$0     | <p><b>Current Scope:</b> CityWorks Additional Modules - This is a follow-on project to the IT implementation initiated in 2015 to convert from Maximo to CityWorks. KCIA is engaged with an outside consultant to license, install, and integrate additional modules for the increased efficiency and effectiveness to be gained from the collection and use of BIM airport data. This is a recurring project to purchase, implement, and integrate or install additional modules, features and functionality to the CityWorks Information Management System. This project provides funding to make desired system improvements as they are identified. The total project budget includes funds needed to purchase additional improvements for years 2021 and 2022.</p> <p><b>Budget Request Basis:</b> There is no budget appropriation request in the 2021-2022 budget submittal, as there is adequate carryover from the adopted 2019-2020 budget. This CAP form is only to quantify the CIP FinPlan 2021-2022 biennial spending and complete the six year CIP forecast.</p> |

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: Airport Division, Fund: All, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

|         |  |  |              |   |
|---------|--|--|--------------|---|
| 1134634 | <p><b>AD CONSTRUCT<br/>LARGE AIRCRAFT<br/>PARKING-7299 TO<br/>7300 PERIMETER<br/>RD S<br/>STANDALONE</b></p> |  | \$13,723,000 | <p><b>Current Scope:</b> Large Aircraft Parking - The Large Aircraft Parking Project will redevelop the area south and east of the King County International Airport (KCIA) main terminal building located at 7277 Perimeter Road South in Seattle, Washington. The intent of the project is to reconfigure the site to increase available apron space by approximately 172,900 square feet (sf) to a total of approximately 258,100 sf to accommodate additional airside parking of large aircraft. The intent of design is for a ramp apron capable of supporting aircraft group IV with an ACN-PCN for regular use up to 767-300 Aircraft. as described in Federal Aviation Administration (FAA) Advisory Circular 150/5300-13A. New aircraft deicing and wash-down infrastructure will be included in the design of the airside parking area. This project will relocate the Air Operations Area (AOA) fence, reconfigure the existing main terminal parking lot, and reconfigure the vehicle access from Airport Way South to the Main Terminal via Terminal road. The project will also demolish an existing 2-story building (the Arrivals Building, directly adjacent to the Terminal Building) that totals approximately 21,176 sf plan area and a total internal working space of approximately 59,400 s.f. utilities (electrical, natural gas, water, sewers, etc.) located in or traveling through the Arrivals Building must be relocated to the Main Terminal as needed. Other utilities may also require relocation before demolition, depending on their ties to the Arrivals Building.</p> <p><b>Budget Request Basis:</b> Total project cost has increased by 133% from the previous budget request in 2019-2020, largely due several additional requirements/recommendations that were not identified in the cost estimate for the 2019-2020 budget appropriation request: The 2018 cost estimate for the pavement portion that is in scope was identified as 5,755 square yards of light asphalt pavement. The May 2020 design/engineering estimate for the project accounts for concrete cement pavement, 20,500 square yards x 14 inch depth. This depth of concrete pour is needed to support the load of the identified critical large mid-body to large-body aircraft (767-400 and 747-8), and will provide an increased life cycle (20 years), with reduced maintenance costs over the life of the pavement. The original cost estimate didn't include costs for Foreign Object Debris (FOD) prevention control, construction staking and contractor quality control programs and temporary Airport Operating Area (AOA) fencing during construction. Storm Drainage system upgrade cost was underestimated in the 2018 cost estimate. Revised estimate includes the storm, sanitary and deicing infrastructure. Ground power for aircraft parking is included in the May 2020 Concept estimate, but was not in the 2018 cost estimate. This is necessary to support the design aircraft (767-400) and smaller mix inventory of charter and passenger jet aircraft that will use the ramp. Projected spending includes Airport nonburdened staff time, engineering design, project management, permitting, construction materials and project contingency. The budget requested is necessary in order to cover total programmatic costs through the 2021-2022 biennium; budget authority is needed in order to sign vendor contracts and move forward with implementation. This project budget request is based on the Airport Engineer's cost estimate after consulting with design/engineering firms.</p> |
|---------|--|--|--------------|---|

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: Airport Division, Fund: All, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3380 AIRPORT CONSTRUCTION - Airport Division |   |          |             |  |
|--|---|----------|-------------|--|
| Project Number                               | Project Name Class Code                   | Tech Adj | FY21-22     | Narratives   |
| 1134750                                      | AD FENCES & GATES UPGRDS PH II STANDALONE |          | \$2,337,995 | <p><b>Current Scope:</b> Fences and Gates Upgrades, Phase II - This project will remove and replace approximately 12,800 linear feet of airport-controlled security perimeter fence. In addition, ten vehicle gates; (Gates V-47, 46, 50, 53 and five pedestrian Gates P-43, 37, 36, 44) will be removed and replaced. This project will also remove V-54 and pedestrian gate P-44. Gate removal and replacement includes the physical gate, operator and pedestal. The access reader will be removed and replaced as part of the Perimeter Intrusion Detection System (PIDS) Phase I project. Gate V-50 will be hardened as a crash resistant gate. The new security fence will be designed in compliance with TSA 1542 specifications. The new security fence will be designed using eight feet of polyvinyl coated, chain link with one foot of three strands of barbed wires. 5,500 linear feet of fence will be installed in earth with an 18-inch buried skirt. The remaining 300 linear feet of fence will be installed as a 10-foot-wide chain link panel in asphalt. Ecology blocks, measuring four feet wide, three feet tall, and two feet deep, installed every three feet will provide added security for a total linear distance of 450 feet. The temporary construction fence will be installed and removed in 500-foot increments to allow phased installation of the permanent fence. In addition, the project will install one slider gate adjacent to the maintenance building. The project will install approximately 2,500 feet of cable barrier and extend utilities to power gates where needed. Utilities will tie into the existing FAA utility corridor that runs parallel to Taxiway B. In addition, this project will provide additional perimeter lights at various locations around the airport to increase night visibility of the perimeter fencing. The project will install 25 high mast lights along approximately 2,500 feet of fence line. Fifteen high mast lights will be installed at the fence line along the north property boundary between the maintenance building and the general aviation apron, near the consolidated fuel facility. Project assumes poor soil conditions in this location. These lights will be installed on top of concrete pillars with a diameter of three feet and a height of eight feet. The remaining ten high mast lights will be installed at various locations near the Museum of Flight.</p> <p><b>Budget Request Basis:</b> The \$2.3 million in requested appropriation will support the final design, implementation, acquisition, and close-out phases of this project. Projected spending includes fully burdened staff time, design engineering, project management, construction materials, and project contingency. The budget requested is necessary in order to cover total project costs through the anticipated completion date in 2021; budget authority is needed in order to sign vendor contracts and move forward with implementation. Total project cost (Estimate at Completion) has increased by 196% from the previous budget request in 2019-2020, largely due to the increase in linear feet of airport-controlled perimeter fencing being removed and replaced (from 5,800 linear feet to 12,800 linear feet) and increased lighting need.</p> |

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: Airport Division, Fund: All, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3380 AIRPORT CONSTRUCTION - Airport Division |   |          |           |   |
|--|---|----------|-----------|---|
| Project Number                               | Project Name Class Code                                       | Tech Adj | FY21-22   | Narratives  |
| 1134761                                      | AD STORMWATR<br>PIPE<br>REPLACEMENT<br>PHASE II<br>STANDALONE |          | \$558,000 | <p><b>Current Scope:</b> Stormwater Pipe Replacement, Phase II - This project will remove existing stormwater pipes at King County International Airport and replace them with new ones. This project assumes all stormwater pipes in the four priority levels identified in the 2018 stormwater evaluation will be replaced. The project assumes that approximately 250 linear feet of 48-inch, 200 linear feet of 36-inch, 650 linear feet of 24-inch, 1,200 linear feet of 18-inch, 2,300 linear feet of 12-inch, and 1,900 linear feet of 8-inch concrete stormwater pipes will be removed and replaced with new. The project assumes trenches will be 10-foot deep with a disturbance width of 6-feet and 60% in asphalt and 40% in grass. Saw cutting will be used in areas containing asphalt. The project will remove approximately 100 linear feet of existing security fencing and replace it with new security fence once the project is completed. It is assumed that 500 feet of temporary fencing will be purchased and installed while work is being performed. Additional work items include trenching, back fill, asphalt removal, and paving. This project assumes that existing hand/manholes, vaults and catch basins will not be replaced.</p> <p><b>Budget Request Basis:</b> The \$558,000 in requested appropriation will support the final design, implementation, acquisition, and close-out phases of this project. Projected spending includes Airport force account salary/benefits, design engineering, project management, construction materials, and project contingency. The budget requested is necessary in order to cover total project costs through the anticipated completion date in 2021; budget authority is needed in order to sign vendor contracts and move forward with implementation. Total project cost (Estimate at Completion) has increased by 224% from the previous budget request in 2019-2020, largely due to an increase in linear footage of stormwater pipes identified as being needing to be replaced (from 1,000 linear feet of 16-inch diameter pipe to 6,500 linear feet of pipe, ranging from 8-inch to 48-inch diameter pipe).</p> |

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: Airport Division, Fund: All, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3380 AIRPORT CONSTRUCTION - Airport Division |                                    |          |           |   |
|--|------------------------------------|----------|-----------|---|
| Project Number                               | Project Name Class Code            | Tech Adj | FY21-22   | Narratives  |
| 1135085                                      | AD RUNWAY 14L-32R REHAB STANDALONE |          | \$510,000 | <p><b>Current Scope:</b> Runway 14R-32L Rehabilitation - This project will rehabilitate Runway 14R-32L. The project will be completed in two phases, the first phase being planning and the second phase being construction. The project includes a geotechnical investigation using destructive and nondestructive testing for the entire airport. Phase I geotechnical investigation cost will be included as part of the Runway 14R-32L rehabilitation and lighting project. The second phase will rehabilitate approximately 250,000 square yards of asphalt pavement on Runway 14L-32R and its connecting taxiways. The project assumes 7" of the existing asphalt will be milled and replaced. It is assumed that 15% of the project area will require sub-base reconstruction if necessary. Approximately 50 centerline Light Emitting Diode (LED) in-pavement light fixture and 10,000 feet of electrical cable and conduit will be installed. The project assumes 150 runway edge light fixtures will be removed and replaced with LED technology. Additionally, approximately 3,000 cubic yards of asphalt concrete will be removed at Taxiway A4. Taxiway A4 will be realigned between the primary and secondary runways and constructed at an area of 3,000 square yards composed of 17-inch AC, 6-inch PCC and 6 inch aggregate. Approximately 4 airfield sign fixtures and panels along with 1,000 linear feet of electrical cabling and PVC conduit will be installed. Also, approximately 22,000 square yards of pavement at a depth of 7" inches and 15,000 square yards at a depth of 4" on Taxiway Z will be rehabilitated. The existing four box Precision Approach Path Indicator (PAPI) system will be retrofitted with LED technology and placed on a separate circuit. The project assumes 7,000 linear feet of electrical cabling and conduits will be purchased and installed. Additional work items include, barricades, purchase and installation of an Approach Lighting System with Flashing lights (ALSF)-2 approach lighting system, excavation, grooving, conduit replacement, a supplemental lighted wind cone and an assumed 100 feet of electrical line and PVC conduit, trenching and backfill, 100,000 square feet of white and 12,000 square feet of yellow airfield paint markings and seeding.</p> <p><b>Budget Request Basis:</b> KCIA is planning to rehabilitate runway 14L-32R in 2024. The 2018 weighted Pavement Condition Index (PCI) of the runway is 61 (actual PCIs ranging from 49 to 66). A PCI of 61 is below the critical PCI value (65) for an Asphalt Concrete (AC) Runway. The \$510 thousand in requested appropriation will support the preliminary design (planning) of this project. Projected spending includes fully Airport force account salary/benefits, design engineering, project management, and project contingency. The budget requested is necessary in order to cover total project costs through 2022; budget authority is needed in order to sign vendor contracts and move forward with implementation.</p> |

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: Airport Division, Fund: All, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3380 AIRPORT CONSTRUCTION - Airport Division |  |             |             |  |
|--|--|-------------|-------------|--|
| Project Number                               | Project Name<br>Class Code   | Tech<br>Adj | FY21-22     | Narratives   |
| 1135087                                      | <b>AD FUEL FARM<br/>ENVIRONMENTAL<br/>REMEDiation<br/>STANDALONE</b> |             | \$2,630,000 | <p><b>Current Scope:</b> Fuel Farm Environmental Remediation - This project is to conduct a site investigation, soil sampling and potential environmental remediation cleanup at the North Fuel Farm upon the end of Shultz Distributing's long-term lease.</p> <p><b>Budget Request Basis:</b> The \$2.6 million in requested appropriation will support the final design, implementation, acquisition, and close-out phases of this project. Projected spending includes Airport force account salary/benefits, permitting, design engineering, project management, construction materials, land acquisition, and project contingency. The budget requested is necessary in order to cover total project costs through the anticipated completion date in 2022; budget authority is needed in order to sign vendor contracts and move forward with implementation.</p> |

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: Airport Division, Fund: All, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3380 AIRPORT CONSTRUCTION - Airport Division |   |          |             |  |
|--|---|----------|-------------|--|
| Project Number                               | Project Name Class Code                                       | Tech Adj | FY21-22     | Narratives   |
| 1137242                                      | <b>AD AIRFIELD ELECTRICAL SYSTEM UPGRADES</b><br>PROGRAMMATIC |          | \$2,796,509 | <p><b>Current Scope:</b> Airfield Electrical Upgrades - This project will install in-pavement runway guard lights at Taxiway B and B10, which will tie into the existing electrical circuitry. This project assumes that approximately 75 LED runway guard lights will be purchased and installed. The installation of the runway guard lights will require portions of the airfield to be closed, requiring a phased approach to minimize operational impacts during construction. Additionally, the project will purchase one 15kW constant current regulator (CCR). Lastly, an Airfield Lighting Control and Monitoring System (ALCMS) will be purchased and installed. The ALCMS will consist of a main transformer core for switchgear 4KW CCR 60HZ, circuit breaker, cable for RS-485 at an assumed length of 200 feet, 1 CLA IP66 3U enclosure, shielded cable at an assumed length of 50 feet, L830-7 transformer, 17 Continuous Logitrac Device (CLD) dual lamps and one CLD programmer. Work items will include barricades, approximately 6,375 linear feet of asphalt cutting and removal, excavation, trenching, conduit and cable installation, in-pavement light cans, Light Emitting Diode (LED) lights, asphalt placement, soil backfill, and reseeding.</p> <p><b>Budget Request Basis:</b> The \$2.8 million in requested appropriation will support the final design, implementation, acquisition, and close-out phases of this project. Projected spending includes fully burdened staff time, construction materials, land acquisition, and project contingency. The budget requested is necessary in order to cover total project costs through the anticipated completion date in 2023; budget authority is needed in order to sign vendor contracts and move forward with implementation. Total project cost (Estimate at Completion) has increased by 260% from the previous budget request in 2019-2020 with supplemental, largely due to increases in identified electrical infrastructure that requires replacement. Precious budget requests did not include a 15kW constant current regulator (CCR) an Airfield Lighting Control and Monitoring System (ALCMS), switchgear 4KW CCR 60HZ, circuit breakers, cabling for RS-485 at an assumed length of 200 feet, L830-7 transformer, 17 Continuous Logitrac Device (CLD) dual lamps and one CLD programmer.</p> |

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: Airport Division, Fund: All, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3380 AIRPORT CONSTRUCTION - Airport Division |  |          |           |  |
|--|--|----------|-----------|--|
| Project Number                               | Project Name Class Code                          | Tech Adj | FY21-22   | Narratives   |
| 1138851                                      | AD AIRPORT ASSET MANAGEMENT PROGRAM PROGRAMMATIC |          | \$787,000 | <p><b>Current Scope:</b> Asset Management Program - This new program will develop a comprehensive Airport Asset Management Plan that is aligned with the Airport Strategic Plan, Capital Improvement Program (CIP), and Airport Master Plan. The plan components include: Pavements – Airfield and Landside Utilities – Electrical, Water, Stormwater, Sanitary Sewer, and Fiber/Telecommunications Facilities - Building, Painting, Signs, and Markings Security – Fences, Gates, and Access Control. The objectives of the Asset Management Plan are to: Provide robust utilities and facilities with the capacity and redundancy to serve the existing facilities, current CIP projects and proposed airport development projects Maintain accurate real time information (capacity, condition, location, etc.) for all underground utilities information in our Airport Asset Management system so that the Airport has a clear and confident understanding of existing utilities and facilities.</p> <p><b>Budget Request Basis:</b> The \$787 thousand in requested appropriation will support the final design, implementation, and acquisition phases of this new program for the 2021-2022 biennium. The comprehensive Airport Asset Management Program will establish a strategic approach and methodology to guide the development and maintenance of Airport infrastructure. Projected spending includes Airport force account salary/benefits, project management, software design, and project contingency. The budget requested is necessary in order to cover total program costs through 2022; budget authority is needed in order to sign vendor contracts and move forward with implementation.</p> |
| 1138853                                      | AD AIRFLD GEOMETRY/SAFETY MODS STANDALONE        |          | \$0       | <p><b>Current Scope:</b> Airfield Geometry/Safety Modifications - This project will design and construct various alterations to the airfield system to correct nonconforming dimensional clearance deficiencies to meet current FAA design standards. The project will incorporate the recommended actions to correct nonstandard airfield design that will be identified in the Airfield Safety and Standards Evaluation Planning Study. Once the study has been completed this project description will be updated to include the task items associated with this project</p> <p><b>Budget Request Basis:</b> There is no budget appropriation request in the 2021-2022 budget submittal. This CAP form is only to quantify the CIP FinPlan 2023-2026 outyear spending forecast and show the need for budget in 2023.</p>  |

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: Airport Division, Fund: All, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3380 AIRPORT CONSTRUCTION - Airport Division |   |          |             |   |
|--|---|----------|-------------|---|
| Project Number                               | Project Name Class Code                             | Tech Adj | FY21-22     | Narratives  |
| 1139512                                      | AD TAXIWAY BRAVO TOFA SAFETY CORRECTIONS STANDALONE |          | \$5,054,000 | <p><b>Current Scope:</b> Taxiway B Taxiway Object Free Area Safety Correction - This project will design and construct a solution to realign the vehicle service road, adjacent to Taxiway B, outside of the taxiway object free area (TOFA). The project includes relocation of existing electrical transformers, relocation of existing fences and cable carriers, asphalt pavement, reconstructing manholes and catch basins, relocating a Boeing pump station and installation of roadway signs. In addition, surface painted movement area boundary lines will be removed and set to the correct distance. This project will incorporate the analysis performed as part of the preliminary planning study into the design. Additionally, this project will install approximately 20 in-pavement runway guard lights to support future operations at Taxiway B1. Lastly, this project will paint an intermediate hold marking for Group V aircraft approximately 250 feet south of Taxiway B1. This project assumes the connector between Taxiway B1 and B10 will be regraded and paved in the amount of 11,045 square yards. Work items will include lease survey, barricades, 1,260 square yards of asphalt removal, excavation, trenching, conduits, cable installation, in pavement light cans, LED lights, soil backfill, and reseeding. In addition, this project assumes environmental coordination is needed in order to obtain all local, state and federal permits that are required for this project. A categorical exclusion (CATEX) will be performed in accordance with FAA Order 5050.4 and state environmental policy act (SEPA) documentation will be prepared and submitted to the Department of Ecology for the State of Washington.</p> <p><b>Budget Request Basis:</b> KCIA is planning to address several areas around the airfield that do not comply with FAA Part 139 Safety requirements. The \$5.05 million in requested appropriation will support the final design, implementation, acquisition, and close-out phases of this project. Projected spending includes Airport force account salary/benefits, design engineering, permitting, project management, construction materials, and project contingency. The budget requested is necessary in order to cover total project costs through the anticipated completion date in 2023; budget authority is needed in order to sign vendor contracts and move forward with implementation.</p> |

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: Airport Division, Fund: All, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3380 AIRPORT CONSTRUCTION - Airport Division |  |          |          |   |
|--|--|----------|----------|---|
| Project Number                               | Project Name Class Code  | Tech Adj | FY21-22  | Narratives  |
| 1139514                                      | AD FORGE SITE CONNECTION DEVELOPMENT TO TAXIWAY BRAVO STANDALONE |          | \$80,000 | <p><b>Current Scope:</b> Forge Site Connection - This project will plan, design and construct a taxi lane connecting the former Jorgensen Forge Site to Taxiway B. The planning effort will identify and examine alternatives for providing airfield access across East Marginal Way. In addition, the planning effort will consist of stakeholder coordination and developing ROM cost estimates. At the conclusion of the planning study a preferred alternative will be identified and incorporated into the engineer's design. The taxi lane will be designed and constructed to accommodate a Boeing 767 aircraft. The assumed pavement composition is 15 inches of AC with a 6 inch base. The length of the taxi lane is anticipated to be 550 feet and will include purchasing and installing approximately 10 elevated and 20 in-pavement LED light fixtures. The construction efforts related to this project are assumed to include the demolition of two T-hangars. Two, six circuit 115 kV overhead high voltage lines at a total linear length of 1,400 feet will be encased in PVC duct banks. The project assumes no high pressure gas or fiber optic lines will be removed or hardened. The project assumes the removal of 400 linear feet of 10 inch, 200 linear feet of 8 inch, 500 linear feet of 6 inch stormwater lines. Approximately 1,000 linear feet of 10-inch stormwater pipe will be purchased and installed. Ten catch basins and 1,400 linear feet of sanitary sewer will be hardened. Two rolling gates at a width of 260 feet will be purchased and installed to maintain AOA security when the taxi lane is not in use. Additionally, the project will install overhead traffic lights and cross bars to separate vehicular traffic and aircraft movements. This project will also relocate a public art sculpture to another location on airport property. Additional work items include, 500 feet of temporary fencing, barricades, excavation, new cable installation, trenching and backfill, paint markings and seeding. Once the planning study has been completed this project description will be updated to refine work items associated with this project. Project cost does not include redeveloping the Forge Site which might include additional apron and buildings.</p> <p><b>Budget Request Basis:</b> KCIA is in negotiations to purchase the former Jorgensen Forge site across East Marginal Way. The \$80,000 in requested appropriation will support the preliminary design phase of this project. Projected spending includes Airport force account salary/benefits, design engineering, permitting, project management, and project contingency. The budget requested is necessary in order to cover total project costs through 2022; budget authority is needed in order to sign vendor contracts and move forward with implementation. If for some reason the negotiations and/or Council approval to acquire this property fall-through, KCIA will request to disappropriate these funds in the 2021-2022 biennium.</p> |

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: Airport Division, Fund: All, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3380 AIRPORT CONSTRUCTION - Airport Division |  |          |           |  |
|--|--|----------|-----------|--|
| Project Number                               | Project Name Class Code                        | Tech Adj | FY21-22   | Narratives   |
| 1139516                                      | AD SHULTZ FUEL FARM DECOMMISSIONING STANDALONE |          | \$962,000 | <p><b>Current Scope:</b> Shultz Fuel Farm Decommission - This project will excavate and remove ten (10), 10,000 gallon below ground fuel tanks and all associated piping. The project assumes that 35,000 cubic feet, comprised of 4" asphalt and 56" soil section, will be excavated to expose the fuel tanks. The ten fuel tanks and contaminated soil will be taken off site and disposed as a hazardous material. Additionally, the shed used to monitor fuel and containment levels will be demolished. The project assumes five high mast lights and associated electrical components will be removed. The project cost provides an allowance of 200 feet of 12-inch concrete stormwater pipe for drainage improvements to be constructed. Approximately 300 feet of existing security fence and one 30-foot wide rolling gate will be removed and reinstalled. During reinstallation thirty (30), 12-foot galvanized steel posts will be purchased and installed to support the fence. The project assumes 300 linear feet of temporary fencing will be purchased and installed. No additional fencing is anticipated. New granular fill will be imported, backfilled and compacted.</p> <p><b>Budget Request Basis:</b> The \$962,000 in requested appropriation will support the final design, implementation, acquisition, and close-out phases of this project. Projected spending includes Airport force account salary/benefits, design engineering, permitting, project management, construction materials, and project contingency. The budget requested is necessary in order to cover total project costs through the anticipated completion date in 2022; budget authority is needed in order to sign vendor contracts and move forward with implementation.</p> |

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: Airport Division, Fund: All, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3380 AIRPORT CONSTRUCTION - Airport Division |  |          |             |   |
|--|--|----------|-------------|---|
| Project Number                               | Project Name Class Code                              | Tech Adj | FY21-22     | Narratives  |
| 1139534                                      | <b>AD KCIA CLIMATE ACTION PLAN</b><br>PROGRAMMATIC   |          | \$649,000   | <p><b>Current Scope:</b> Climate Action Plan - King County International Airport (KCIA) will be performing projects as part of this new Climate Action Plan program. It is aligned with the county's Strategic Climate Action Plan (SCAP) and targets. The County's SCAP is implementing programs and projects to reduce greenhouse gas emissions, reduce energy consumption, prepare for future climate impacts, and ensure sustainability and community resilience. Current KCIA projects planned under the program include airport carbon accreditation process, climate preparedness studies/investigations, establishing metrics, and incorporating an Equity and Social Justice lens into capital projects and programs using the Equity Impact Review Tool combined with tenant and community outreach.</p> <p><b>Budget Request Basis:</b> The \$649 thousand in requested appropriation will support the final design, implementation, and acquisition phases of this program for the 2021-2022 biennium. Projected spending includes Airport force account salary/benefits, consulting engineering, Green Scorecard implementation, project management, and project contingency. The budget requested is necessary in order to cover total project costs through the anticipated completion date in 2023; budget authority is needed in order to sign vendor contracts and move forward with implementation. Total project cost (Estimate at Completion) has increased by 10% from the previous budget request in 2019-2020, largely due to increases in land acquisition costs."</p> |
| 1139536                                      | <b>AD AIRPORT STORMWATER PROGRAM</b><br>PROGRAMMATIC |          | \$8,015,000 | <p><b>Current Scope:</b> Airport Stormwater Program - King County International Airport (KCIA) initiated its stormwater program in 2015 when it conducted the cleaning and video inspection of its stormwater lines. The effort was performed in 3 phases and ended in 2017. In 2017, a stormwater lines assessment was conducted to assess damaged pipes at the east and central portions of the airport and prioritize them for repairs. In 2018, stormwater repairs (phase I) was implemented based on the 2017 stormwater lines assessment. In addition, a stormwater capacity study was completed to determine areas that are capacity constrained. Also, a stormwater lines assessment (phase II) was completed for stormwater lines on the western portion of the airport. In 2020, stormwater repairs (phase II) will be implemented. In addition, an Airport-wide stormwater facility and structure inspection will be conducted on the 563-acre site.</p> <p><b>Budget Request Basis:</b> The \$8 million in requested appropriation will support the final design, implementation, acquisition, and close-out phases of this new program. Projected spending includes fully Airport force account salary/benefits, design engineering, permitting, project management, construction materials, and project contingency. The budget requested is necessary in order to cover total program costs through the 2021-2022 biennium; budget authority is needed in order to sign vendor contracts and move forward with implementation.</p>   |

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: Airport Division, Fund: All, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3380 AIRPORT CONSTRUCTION - Airport Division |  |             |           |  |
|--|--|-------------|-----------|--|
| Project Number                               | Project Name<br>Class Code                           | Tech<br>Adj | FY21-22   | Narratives   |
| 1139538                                      | <b>AD TERMINAL<br/>DESIGN TSA CBP<br/>STANDALONE</b> |             | \$145,000 | <p><b>Current Scope:</b> Terminal Design Transportation Security Administration (TSA) and Customs and Border Protection (CBP) - This project includes the design and construction activities to expand the Terminal Building on the north end to accommodate TSA screening and two passengers hold rooms. The project assumes the expansion will be 5,000 square feet made of brick. Column strength and spacing will be designed as a two story building, with the potential to add a second floor later. In addition, interior walls may require relocation and reconfiguration to consolidate secure and non-secure spaces. The expansion will be constructed to a height of 16 feet, with a green roof and four skylights, each at a dimension of three feet by three feet. Flooring for the expansion is assumed to be vinyl and all interior finishes will match existing ones in the Terminal. In addition, the project will relocate an existing fountain to another location at the Airport. It is anticipated this project will accommodate two TSA passenger screening lanes. The project cost assumes the purchase and installation of the millimeter wave scanners and other screening components will be the responsibility of TSA. Additionally, hold room fixtures are assumed to be purchased and installed by the air carrier. Additional work items include, removing 75 linear feet of perimeter security fence line and relocating an additional 135 linear feet along with a pedestrian gate. Utilities will be brought from the existing terminal building into the expanded area.</p> <p><b>Budget Request Basis:</b> The \$146,000 in requested appropriation will support the preliminary design phase of this project. Projected spending includes Airport force account salary/benefits, design engineering, permitting, project management, and project contingency. The budget requested is necessary in order to cover total project costs through the 2021-2022 biennium; budget authority is needed in order to sign vendor contracts and move forward with implementation.</p> |

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: Airport Division, Fund: All, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3380 AIRPORT CONSTRUCTION - Airport Division |   |          |             |   |
|--|---|----------|-------------|---|
| Project Number                               | Project Name Class Code                                     | Tech Adj | FY21-22     | Narratives  |
| 1139545                                      | <b>AD AIRPORT TECHNOLOGY INFRASTRUCTURE</b><br>PROGRAMMATIC |          | \$1,162,382 | <p><b>Current Scope:</b> Airport Technology Infrastructure - This new program will assess the current state of the Airport's fiber and telecommunication infrastructure and develop projects, work plans and standards to help the Airport address redundancy, connectivity, and security gaps. It will also include security infrastructure and equipment, such as access controls and security cameras. This program will include an airport video surveillance project, fiber duct bank ring project, as well as both a KCIA IT Master Plan for Airport software needs and an IT Infrastructure Plan for hardware, and infrastructure needs at the airport. This program will also include subsequent projects identified from those plans and a small contingency for emergent security projects.</p> <p><b>Budget Request Basis:</b> The \$1.2 million in requested appropriation will support the final design, implementation, and acquisition phases of this new program. Projected spending includes Airport force account salary/benefits, consulting software engineers, project management, KCIT interfund transfers, and project contingency. The budget requested is necessary in order to cover total project costs through the 2021-2022 biennium; budget authority is needed in order to sign vendor contracts and move forward with implementation.</p>   |
| 1139547                                      | <b>AD WATER AND SEWER MANAGEMENT SYSTEM</b><br>PROGRAMMATIC |          | \$154,000   | <p><b>Current Scope:</b> Water and Sewer Management System - This new program will identify and evaluate the potable water and sewer management utility infrastructure at King County International Airport (KCIA). The program will hire a Consultant to identify and evaluate utilities and facilities for capacity, condition, redundancy and location. The program will identify deficiencies and prioritize improvements based on needs of water and sewer system improvements. A thorough evaluation will be conducted by the KCIA water billing system and advanced metering infrastructure (AMI) will be introduced as part of this project. Finally, the program will develop standard operating procedures (SOP) for the water supply and sewer systems and integrate them in the existing asset management software, CityWorks. Program costs for construction is an allowance to complete minor improvements to the water and sewer system.</p> <p><b>Budget Request Basis:</b> The \$154 thousand in requested appropriation will support developing a comprehensive Airport Water and Sewer Management System and the final design, implementation, and acquisition phases of this new program. Projected spending includes Airport force account salary/benefits, software design engineering, project management, and project contingency. The budget requested is necessary in order to cover total program costs through the 2021-2022 biennium; budget authority is needed in order to sign vendor contracts and move forward with implementation.</p> |

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: Airport Division, Fund: All, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3380 AIRPORT CONSTRUCTION - Airport Division |   |          |              |   |
|--|---|----------|--------------|---|
| Project Number                               | Project Name Class Code   | Tech Adj | FY21-22      | Narratives  |
| 1139599                                      | AD<br>ENVIROMENTAL ASSESSMENTS FOR MASTER PLAN UPDATE PROJECTS STANDALONE |          | \$510,000    | <p><b>Current Scope:</b> Environmental Assessments Master Plan Update (MPU) Projects - The project will hire a environmental consulting firm to advise Airport engineers and project managers on assessments that arise out of recommendations for Airport Layout Plan site assessment resulting from the Airport Master Plan Update.</p> <p><b>Budget Request Basis:</b> The \$510,000 in requested appropriation will support the final design, implementation, acquisition, and close-out phases of this project. Projected spending includes Airport force account salary/benefits, consulting environmental engineering, project management and project contingency. The budget requested is necessary in order to cover total project costs through the anticipated completion date in 2022; budget authority is needed in order to sign vendor contracts and move forward with implementation.</p> |
| 3380 - AIRPORT CONSTRUCTION                  |   | Total    | \$39,732,725 |   |
| <b>Grand Total</b>                           |   |          | \$39,732,725 |   |

**2021-2022 Proposed Financial Plan  
Airport Capital Fund / 000003380**

**Capital Improvement Program (CIP) Budget**

|  | 2019-2020<br>Estimated<br>Ending Balance<br>(YE ITD Balance) | 2021-2022<br>Proposed  | 2021-2022 Total<br>(Balance +<br>Budget) | 2023-2024<br>Projected | 2025-2026<br>Projected |
|--|--|------------------------|--|------------------------|------------------------|
| <b>Capital Budget Revenue Sources:</b> |  |                        |  |                        |                        |
| Fund Balance                           | 22,779,802   |                        | 22,779,802                               |                        |                        |
| FAA Grants                             | 10,000,000   | 16,200,000             | 26,200,000                               | 25,000,000             | 7,000,000              |
| Environmental Grants                   |  | 200,000                | 200,000                                  | 100,000                | 100,000                |
| Transfer from Operating                |  | 23,332,725             | 23,332,725                               | 21,132,000             | 785,000                |
| Bond Funding                           |  | -                      | -  |                        |                        |
| Reserves - Emergent Need               | 1,500,000  |                        | 1,500,000                                |                        |                        |
| <b>Total Capital Revenue</b>           | <b>\$ 34,279,802</b>   | <b>\$ 39,732,725</b>   | <b>\$ 74,012,527</b>                     | <b>\$ 46,232,000</b>   | <b>\$ 7,885,000</b>    |
| <b>Capital Appropriation:</b>          |  |                        |  |                        |                        |
| Airfield & Infrastructure              | (6,472,855)  | (27,646,619)           | (34,119,474)                             | (30,384,000)           | (2,750,000)            |
| Facilities & Property                  | (16,616,498)   | (2,241,000)            | (18,857,498)                             | -                      | -                      |
| Safety & Security                      | (1,491,052)  | (3,645,377)            | (5,136,429)                              | (5,056,000)            | -                      |
| Environmental                          | (3,631,047)  | (13,427,000)           | (17,058,047)                             | (6,429,000)            | (765,000)              |
| Planning & Contingency                 | (395,911)  | (12,453)               | (408,364)                                | -                      | -                      |
| Fleet, Equipment, Misc.                | (4,172,439)  | (5,551,000)            | (9,723,439)                              | (4,363,000)            | (4,370,000)            |
| Reserves - Emergent Need               | (1,500,000)  |                        | (1,500,000)                              |                        |                        |
| <i>Disappropriations (positive)</i>    |  | 12,790,724             | 12,790,724                               | -                      | -                      |
| <b>Total Capital Appropriation</b>     | <b>\$ (34,279,802)</b>                                       | <b>\$ (39,732,725)</b> | <b>\$ (74,012,527)</b>                   | <b>\$ (46,232,000)</b> | <b>\$ (7,885,000)</b>  |

**CIP Fund Financial Position**

|   | 2019-2020<br>Biennial to Date<br>Actuals | 2019-2020<br>Estimated | 2021-2022<br>Biennial to Date<br>Actuals | 2021-2022<br>Estimated | 2023-2024<br>Projected | 2025-2026<br>Projected |
|---|--|------------------------|--|------------------------|------------------------|------------------------|
| <b>Beginning Fund Balance</b>                       | <b>15,144,753</b>                        | <b>15,144,753</b>      | <b>-</b>                                 | <b>22,187,266</b>      | <b>7,077,512</b>       | <b>9,772,100</b>       |
| <b>Capital Funding Sources</b>                      |  |                        |  |                        |                        |                        |
| Transfer from Operating                             | 9,487,187                                | 16,554,074             | -  | 23,332,725             | 21,132,000             | 785,000                |
| FAA Grant Funding                                   | 390,478                                  | 3,609,522              | -  | 26,200,000             | 25,000,000             | 7,000,000              |
| Environmental Grants                                | -  | 100,000                | -  | 200,000                | 100,000                | 100,000                |
| Bond Funding  | -  | -                      | -  | -                      | -                      | -                      |
| Reserves  | 2,000,000                                | 2,000,000              | -  | 2,000,000              | 2,000,000              | 2,000,000              |
| <b>Total Capital Revenue</b>                        | <b>\$ 11,877,665</b>                     | <b>\$ 22,263,596</b>   | <b>\$ -</b>                              | <b>\$ 51,732,725</b>   | <b>\$ 48,232,000</b>   | <b>\$ 9,885,000</b>    |
| <b>Capital Expenditures</b>                         |  |                        |  |                        |                        |                        |
| Airfield & Infrastructure                           | (1,304,093)                              | (7,211,938)            | -  | (33,381,127)           | (30,736,314)           | (2,750,000)            |
| Facilities & Property                               | (254,817)                                | (1,812,944)            | -  | (2,348,421)            | (2,000,000)            | -                      |
| Safety & Security                                   | (880,100)                                | (1,918,323)            | -  | (4,990,377)            | (1,490,000)            | (3,711,000)            |
| Environmental                                       | (207,877)                                | (1,298,812)            | -  | (16,169,300)           | (6,429,098)            | (765,005)              |
| Planning & Contingency                              | (117,108)                                | (260,667)              | -  | (19,046)               | (12,000)               | (12,000)               |
| Fleet, Equipment, Misc.                             | (510,878)                                | (2,218,399)            | -  | (9,434,208)            | (4,370,000)            | (4,370,000)            |
| Reserves - Emergent Need                            | (500,000)                                | (500,000)              | -  | (500,000)              | (500,000)              | (500,000)              |
| <b>Total Capital Expenditures</b>                   | <b>\$ (3,774,873)</b>                    | <b>\$ (15,221,083)</b> | <b>\$ -</b>                              | <b>\$ (66,842,479)</b> | <b>\$ (45,537,412)</b> | <b>\$ (12,108,005)</b> |
| <b>Other Fund Transactions</b>                      |  |                        |  |                        |                        |                        |
|   | -  | -                      | -  | -                      | -                      | -                      |
| <b>Ending Fund Balance</b>                          | <b>\$ 23,247,545</b>                     | <b>\$ 22,187,266</b>   | <b>\$ -</b>                              | <b>\$ 7,077,512</b>    | <b>\$ 9,772,100</b>    | <b>\$ 7,549,095</b>    |
| <b>Fund Balance designated to current projects*</b> | <b>\$ (23,247,545)</b>                   | <b>\$ (22,187,266)</b> | <b>\$ -</b>                              | <b>\$ (7,077,512)</b>  | <b>\$ (9,772,100)</b>  | <b>\$ (7,549,095)</b>  |
| <b>Reserves</b>                                     |  |                        |  |                        |                        |                        |
|   |  |                        |  |                        |                        |                        |
| <b>Total Reserves</b>                               | <b>\$ -</b>                              | <b>\$ -</b>            | <b>\$ -</b>                              | <b>\$ -</b>            | <b>\$ -</b>            | <b>\$ -</b>            |
| Projected Shortfall                                 | -  | -                      | -  | -                      | -                      | -                      |
| <b>Ending Undesignated Fund Balance</b>             | <b>\$ -</b>                              | <b>\$ -</b>            | <b>\$ -</b>                              | <b>\$ -</b>            | <b>\$ -</b>            | <b>\$ -</b>            |

**Financial Plan Notes**

**CIP Budget Notes:**

All financial plans have the following assumptions, unless otherwise noted in below rows.

2019-2020 Estimated Ending Balance column reflects the best estimate of the inception to date budget balances and actual balances after 2019 is closed.

2021-2022 Proposed Budget is consistent with PIC for Executive Proposed Budget.

2021-2022 Total Budget sums the Estimated Ending Balance Budget and the 2021-2022 Budget.

Outyear revenue and expenditure budget assumptions tie to the outyears of the Ordinance Attachment by Fund report in PIC, with exceptions explicitly noted.

Revenue Notes:

Revenues shown are equal to the budgeted expenditure. Revenues include revenue and fund balance designated to projects.

FAA grant amounts on row 8 include anticipated as well as programmed future grants. The existing design and construction grants, which were cancelled in mid-2020 when the Snow Shed project was placed on long-term hold, is shown as revenue backing in column C and backed out in column D. The Snow Shed project is proposed for disappropriation (as shown in row 24).

There will be a revenue reconciliation done for this fund as part of the financial monitoring in the 2021-2022 biennium where PSB and the Airport will reevaluate the need funding for emergent need.

Appropriation Notes:

**CIP Fund Financial Position:**

All financial plans have the following assumptions, unless otherwise noted in below rows.

Biennial to Date (BTD) expenditures and revenue reflect EBS totals for budgetary accounts as of the most recent closed month.

2019-2020 Actuals reflect 2019-2020 amounts in EBS.

2021-2022 Estimated column reflects the best estimate for the biennium based on actuals and should be informed by the fund's spending plan.

Outyear revenue projections and expenditure estimates are based on the most recent projections and reflect current project plans.

\* Fund balance designated to current projects is for projects that are already appropriated. This fund balance cannot be used for other projects without disappropriating projects or creating a shortfall in the fund.

Add date data pulled, from what system, and by whom:

PA\_103 reports pulled from EBS, run dates 08/12 and 08/28/2020, by Tony Eayrs, to obtain YE ITD Balances.

Prism Triple Treat Report pulled from Prism, run date 7/9/2020, by Tony Eayrs, to obtain OM estimates of 2020 spend.

2019 YE ITD appropriation balances minus 2020 spend = 2020 year-end carryover balance.

Financial Plan created by Morlene Mitchell, and last updated on 9/3/2020



# BUSINESS RESOURCE CENTER

## MISSION

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The Business Resource Center (BRC) is a strategic leader and partner delivering business value through reliable services and innovative enterprise solutions for King County.

## OVERVIEW

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The Business Resource Center (BRC) is a trusted leader and partner committed to service excellence by providing strategic, innovative, and reliable enterprise business applications and solutions. It supports and maintains the County's enterprise business systems, including the Oracle EBS Financial and Procurement system, the PeopleSoft HCM and Payroll system, the PBCS budget system, and the Oracle Business Intelligence (BI) analytics and reporting system.

Work groups within the BRC are structured and aligned to manage the enterprise business systems, which include the applications, infrastructure, software licensing, vendor relationships, and support for central business owners, customers, as well as business and governance processes. The BRC Director's Office provides overall guidance and support to BRC staff and direction to executives and agencies on strategies for standardizing and optimizing the use the county's enterprise business systems.

**2021-2022 Executive Proposed Operating Budget  
BUSINESS RESOURCE CENTER (EN\_A30000)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b>   | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-------------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>41,563,043</b>   | <b>43,518,766</b> | <b>57.0</b>    | <b>0.0</b> |
| Base Budget Adjustments                       | (1,120,831)         | 0                 | 0.0            | 0.0        |
| Decision Package Adjustments                  | 4,494,329           | 1,129,358         | 4.0            | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>44,936,541</b>   | <b>44,648,124</b> | <b>61.0</b>    | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>44,937,000</b>   | <b>44,649,000</b> | <b>61.0</b>    | <b>0.0</b> |

**Notes**

1. The 2019-2020 Revised Budget equals the 2019-2020 Adopted Biennial Budget plus all Adopted Supplementals as of the publication of this document.

2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.

3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>  | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|--|---------------------|-----------------|----------------|------------|
| <b>Direct Service Changes</b>  |                     |                 |                |            |
| (DS_001) BI Insights Operations<br>Request to continue existing funding for BI temporary and contract positions to adequately staff the BI Insights Service until the staffing and resource plan is revisited with the Office of Performance, Strategy and Budget in 2021.   | 650,000             | 0               | 0.0            | 0.0        |
| (DS_002) PeopleSoft Contract and Retro Pay Implementation<br>Add two ongoing regular positions in order to staff the PeopleSoft labor contract and retro pay implementation work. This ongoing work is currently being filled by temporary staff.  | 585,831             | 0               | 2.0            | 0.0        |
| (DS_003) Procurement Technology Modernization Operations<br>Fund ongoing support for the Procurement Technology Modernization Project, which will be completed in the fourth quarter of 2020. This request funds the ongoing support of the new systems and services post implementation including maintenance and support fees and two positions. | 1,245,043           | 0               | 2.0            | 0.0        |

**Administrative Service Changes**

**2021-2022 Executive Proposed Operating Budget  
BUSINESS RESOURCE CENTER (EN\_A30000)**

| <b>Decision Package Adjustment Detail</b>   | <b>Expenditures</b> | <b>Revenues</b>  | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|------------------|----------------|------------|
| (AC_001) Planning and Budgeting Cloud Service (PBCS) Enhancement Project<br>Appropriate reserve funds for PBCS Enhancement projects based on the PBCS technology roadmap provided by PSB. These funds will be used to plan and assess needs in preparation for future PBCS Enhancement projects postponed to 2023-2024.   | 100,000             | 0                | 0.0            | 0.0        |
| (AC_002) Business Intelligence (BI) Insights and E-Business Suite (EBS) Financials Project Planning<br>Appropriate reserve funds for BI Insights and EBS Financials and Procurement based on the BRC roadmap. These funds will be used for planning and assessment of needs in preparation for future projects postponed to 2024-2025 due to the current financial constraints. | 500,000             | 0                | 0.0            | 0.0        |
| (AC_003) PeopleSoft Infrastructure Replacement Project<br>Appropriate BRC reserve funds for the PeopleSoft infrastructure replacement project. These funds will be transferred to the capital information technology project.   | 1,144,400           | 0                | 0.0            | 0.0        |
| <b>Technical Adjustments</b>  |                     |                  |                |            |
| (TA_001) Enterprise System License and Support Fees<br>Accommodate the increase in annual maintenance, support fees and subscription fees to support Oracle EBS, PeopleSoft, Oracle BI, and PBCS.   | 420,377             | 0                | 0.0            | 0.0        |
| (TA_002) DES Shared Services Adjustment<br>Adjust budget appropriation to fund the BRC human resource and administrative services provided through the Department of Executive Services Director's Office.  | 98,834              | 0                | 0.0            | 0.0        |
| (TA_010)  | 0                   | 0                | 0.0            | 0.0        |
| (TA_050) Revenue Adjustment<br>Adjust central rate revenue to align with 2021 - 2022 rate model.  | 0                   | 1,129,358        | 0.0            | 0.0        |
| <b>Central Rate Adjustments</b>   | (250,156)           | 0                | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>   | <b>4,494,329</b>    | <b>1,129,358</b> | <b>4.0</b>     | <b>0.0</b> |

**2021 - 2022 Proposed Financial Plan  
Business Resource Center /000005490**

| <b>Category</b>                         | <b>2019-2020<br/>Estimated</b> | <b>2021-2022<br/>Projected</b> | <b>2023-2024<br/>Projected</b> | <b>2025-2026<br/>Projected</b> |
|---|--------------------------------|--------------------------------|--------------------------------|--------------------------------|
| <b>Beginning Fund Balance</b>           | <b>10,196,584</b>              | <b>16,684,266</b>              | <b>16,395,849</b>              | <b>17,480,535</b>              |
| <b>Revenues</b>                         |                                |                                |                                |                                |
| Internal Service Rates                  | 43,518,766                     | 44,648,124                     | 47,103,771                     | 50,165,516                     |
| Project Fund Transfer (EBS & BI)        | 2,065,446                      |                                | -                              | -                              |
| Other                                   |                                |                                | -                              | -                              |
| <b>Total Revenues</b>                   | <b>45,584,212</b>              | <b>44,648,124</b>              | <b>47,103,771</b>              | <b>50,165,516</b>              |
| <b>Expenditures</b>                     |                                |                                |                                |                                |
| Salaries & Benefits                     | (20,706,681)                   | (20,868,298)                   | (21,911,713)                   | (23,314,063)                   |
| Operating Expenditures                  | (15,656,114)                   | (19,588,233)                   | (20,371,762)                   | (21,390,350)                   |
| GO Bond Rdm - BI Project                | (2,733,735)                    | (2,735,610)                    | (2,735,610)                    |                                |
| <b>Reserve Expenditures</b>             |                                |                                |                                |                                |
| PeopleSoft Infrastructure Project       |                                | (1,144,400)                    |                                |                                |
| Oracle EBS Infrastructure Project       |                                | (250,000)                      | (500,000)                      | (1,000,000)                    |
| Oracle BI Infrastructure Project        |                                | (250,000)                      | (500,000)                      | (1,000,000)                    |
| Oracle EBS Project                      |                                |                                |                                | (7,500,000)                    |
| Oracle BI Project                       |                                |                                |                                | (7,500,000)                    |
| PBCS Enhancements                       |                                | (100,000)                      |                                |                                |
| <b>Total Expenditures</b>               | <b>(39,096,530)</b>            | <b>(44,936,541)</b>            | <b>(46,019,085)</b>            | <b>(61,704,413)</b>            |
| <b>Estimated Underexpenditures</b>      |                                |                                |                                |                                |
| <b>Other Fund Transactions</b>          |                                |                                |                                |                                |
| <b>Total Other Fund Transactions</b>    | -                              | -                              | -                              | -                              |
| <b>Ending Fund Balance</b>              | <b>16,684,266</b>              | <b>16,395,849</b>              | <b>17,480,535</b>              | <b>5,941,638</b>               |
| <b>Reserves</b>                         |                                |                                |                                |                                |
| Future Upgrade Reserves                 |                                |                                |                                |                                |
| Oracle EBS Software Upgrade             | (5,000,000)                    | (6,250,000)                    | (7,000,000)                    | (1,500,000)                    |
| Oracle BI Software Upgrade              | (3,000,000)                    | (6,250,000)                    | (7,000,000)                    | (1,500,000)                    |
| Oracle EBS Infrastructure               | (1,500,000)                    | (1,500,000)                    | (1,000,000)                    | (600,000)                      |
| PeopleSoft Infrastructure               | (2,000,000)                    | (800,000)                      | (1,200,000)                    | (1,800,000)                    |
| Oracle BI Infrastructure                | (800,000)                      | (1,500,000)                    | (1,000,000)                    | (600,000)                      |
| PBCS Enhancements                       | (500,000)                      |                                | (500,000)                      | (500,000)                      |
| <b>Total Reserves</b>                   | <b>(12,800,000)</b>            | <b>(16,300,000)</b>            | <b>(17,700,000)</b>            | <b>(6,500,000)</b>             |
| Reserve Shortfall                       | -                              | -                              | 219,465                        | 558,362                        |
| <b>Ending Undesignated Fund Balance</b> | <b>3,884,266</b>               | <b>95,849</b>                  | -                              | -                              |

**Financial Plan Notes**

All financial plans have the following assumptions, unless otherwise noted in below rows:

2021-2022 Proposed Budget ties to PBCS.

Outyear revenue and expenditure inflation assumptions are consistent with figures provided by PSB and/or OEFA.

Reserve Notes:

Oracle EBS and Oracle BI Software Reserves are calculated at \$7.5 million every five to six years. In order to reduce rates for 2021-2022 budget, the Oracle EBS and Oracle BI infrastructure projects have been deferred additional years and are now scheduled in the 2025-2026 biennium with early planning starting in 2021-2022.

Long term planning for changes to reserves based on the potential technology changes will occur in coming years.

This plan was update by Justin Grover on August 25th, 2020.

# OFFICE OF EMERGENCY MANAGEMENT

## MISSION

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The mission of the King County Office of Emergency Management (KCOEM) is to provide regional leadership to strengthen community resilience and access to emergency services.

## OVERVIEW

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The King County Office of Emergency Management (KCOEM), pursuant to King County Code 2.56.030, is responsible for providing effective direction, control, and coordination of county government emergency services functional units, and to provide liaison with other governments and the private, nongovernmental sector, in compliance with a state-approved comprehensive emergency management plan, and to serve as the coordinating entity for cities, county governmental departments, and other appropriate agencies, during incidents and events of regional significance.

KCOEM conducts program business to enhance the capability and capacity of King County to prepare for, and then operate in, all types of emergency and disaster situations across all five mission areas: Prevention, Protection, Mitigation, Response, and Recovery. Preparedness establishes the risk environment, builds and tests various capabilities, and uses training and exercises to validate and revise capabilities. These capabilities can then be executed, or operationalized, prior to, during, and after emergencies and disasters. A recent report in an industry publication identified that since 2000, disasters in Washington have increased 165% from the prior two decades, and this amount (61 natural disasters during 2000-2019) is tied for fifth most among all states.

The daily work of KCOEM includes evaluating natural and human-caused risks; building capabilities through planning, training, and exercising; building relationships and systems for effective coordination prior to, during, and after emergencies; conducting public outreach and education; and, planning for all emergency management mission areas, especially mitigation, response, and recovery. During activations, KCOEM staffs the Emergency Operations Center on a 24/7 basis, collecting and providing situational awareness, managing resources and logistics, alerting officials and warning the public, supporting first responders and others involved in operations, as well as many other tasks. In addition, the KCOEM Duty Officer program provides these services during the “steady state,” when the EOC is not actively staffed.

**2021-2022 Executive Proposed Operating Budget  
OFFICE OF EMERGENCY MANAGEMENT (EN\_A40100)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>21,971,175</b>   | <b>467,195</b>  | <b>11.0</b>    | <b>0.0</b> |
| Base Budget Adjustments                       | (15,080,660)        | (467,195)       | 0.0            | 0.0        |
| Decision Package Adjustments                  | 139,987             | 600,381         | 2.0            | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>7,030,502</b>    | <b>600,381</b>  | <b>13.0</b>    | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>7,031,000</b>    | <b>601,000</b>  | <b>13.0</b>    | <b>0.0</b> |

**Notes**

1. The 2019-2020 Revised Budget equals the 2019-2020 Adopted Biennial Budget plus all Adopted Supplementals as of the publication of this document.

2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.

3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>   | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>Direct Service Changes</b>   |                     |                 |                |            |
| (DS_003) Complex Coordinated Terror Attack Planner Position   |                     |                 |                |            |
| Add a Complex Coordinated Terror Attack Planner position to the General Fund, as the Federal grant funding is expiring in early 2021.   | 281,353             | 0               | 1.0            | 0.0        |
| (DS_004) Hazard Mitigation Planner Position   |                     |                 |                |            |
| Add a Hazard Mitigation Planner position to the General Fund, as a Federal grant funding is expiring late 2020. This position will generate roughly \$300,000 in revenue in 2021. | 281,353             | 300,000         | 1.0            | 0.0        |
| <b>Administrative Service Changes</b>   |                     |                 |                |            |
| (AC_001) Operating Budget Adjustments   |                     |                 |                |            |
| Add administrative adjustments to operating budget for coverage of new ongoing operational costs.   | 135,079             | 300,381         | 0.0            | 0.0        |
| <b>Central Rate Adjustments</b>   | (557,797)           | 0               | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>   | <b>139,987</b>      | <b>600,381</b>  | <b>2.0</b>     | <b>0.0</b> |

# FACILITIES MANAGEMENT DIVISION

## MISSION

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As stewards of public assets, the Facilities Management Division is a strategic advisor and partner in delivering County services.

## OVERVIEW

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The Facilities Management Division (FMD) of the Department of Executive Services provides clean, environmentally sustainable, and cost-effective work environments for County staff and the public. FMD is responsible for designing and managing capital construction projects that are responsive to customer needs and strive for delivery on-time and within budget. Further, FMD manages a financially sustainable in-house print shop providing King County agencies high quality, cost effective digital product and scanning services.

The Real Estate Services (RES) section provides leadership in the management of King County-owned real estate and implements policy on matters including leasing, sales, acquisitions, permitting, and investments while facilitating and overseeing an effective asset management system that proactively manages the County's real estate portfolio.

**2021-2022 Executive Proposed Operating Budget  
FACILITIES MANAGEMENT DIVISION (EN\_A60100)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b>    | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|--------------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>140,886,330</b>  | <b>135,408,602</b> | <b>342.4</b>   | <b>2.0</b> |
| Base Budget Adjustments                       | (12,110,293)        | (16,052,228)       | (0.3)          | 0.0        |
| Decision Package Adjustments                  | 217,319             | 8,507,640          | (22.0)         | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>128,993,356</b>  | <b>127,864,014</b> | <b>320.1</b>   | <b>2.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>128,994,000</b>  | <b>127,865,000</b> | <b>320.1</b>   | <b>2.0</b> |

**Notes**

1. The 2019-2020 Revised Budget equals the 2019-2020 Adopted Biennial Budget plus all Adopted Supplementals as of the publication of this document.

2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.

3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>   | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>Direct Service Changes</b>   |                     |                 |                |            |
| (DS_001) Operating Expenses for Downtown Public Health Clinic   | 858,990             | 0               | 0.0            | 0.0        |
| Provide ongoing funding to operate a new County-owned facility added to FMD's portfolio.  |                     |                 |                |            |
| (DS_002) Operating Expenses for Kent Valley Professional Building   | 278,221             | 0               | 0.0            | 0.0        |
| Provide ongoing funding to operate a new County-owned facility added to FMD's portfolio.  |                     |                 |                |            |
| (DS_003) Local Improvement District (LID) Implementation  |                     |                 |                |            |
| Provide funds to pay for the final assessment for County-owned properties in the City of Seattle's Waterfront LID.  | 915,580             | 0               | 0.0            | 0.0        |
| (DS_005) Target Reductions  |                     |                 |                |            |
| Reduce expenditure authority in proposed 2021-2022 budget for FMD's operating and capital program.  | (3,356,042)         | 0               | (14.0)         | 0.0        |
| (DS_006) Office Space Consolidation Reductions  |                     |                 |                |            |
| Reduce expenditure authority based on estimated savings resulting from the closure of the King County Administration Building. This estimate will be reviewed and adjusted if necessary, as part of the mid-biennial ordinance. | (3,103,328)         | 0               | (7.0)          | 0.0        |

**2021-2022 Executive Proposed Operating Budget  
FACILITIES MANAGEMENT DIVISION (EN\_A60100)**

| Decision Package Adjustment Detail  | Expenditures | Revenues  | Reg FTE | TLT |
|---|--------------|-----------|---------|-----|
| (DS_120) Central Climate Change Cost Update<br>Adjust the share of central climate-related costs including investments to advance the Strategic Climate Action Plan, membership fees in climate related organizations, consulting fees, and central climate staff. The allocation methodology is based on greenhouse gas emissions. | 23,606       | 0         | 0.0     | 0.0 |
| <b>Technical Adjustments</b>  |              |           |         |     |
| (TA_001) Transfer to Department o Executive Services (DES)<br>Transfer a senior human resource analyst position to DES Administration.  | (290,990)    | 0         | (1.0)   | 0.0 |
| (TA_002)<br>DES Director's Office (DO) Allocation<br>Increase budget authority as part of FMD's allocation to cover DES DO shared functions that support divisions within DES, such as human resources support and public records.  | 282,507      | 0         | 0.0     | 0.0 |
| (TA_003) Utility Expenses Increase<br>Provide sufficient budget to cover the projected increase in natural gas from \$550,485 to \$714,144 per year.  | 327,858      | 0         | 0.0     | 0.0 |
| (TA_050) Revenue Adjustment<br>Revise budgeted revenues to match current forecast.  | 0            | 8,507,640 | 0.0     | 0.0 |
| (TA_111) Overtime Account Adjustment<br>Adjust overtime account to accommodate GWI, retirement, and FICA.   | 8,553        | 0         | 0.0     | 0.0 |
| (TA_112) Temporary Account Adjustment<br>Adjust temporary account to accommodate GWI and FICA.  | 5,746        | 0         | 0.0     | 0.0 |
| (TA_113) Vacancy Rate Adjustment<br>Capture salary savings from employee turnover, without reducing the FTE authority, to increase the accuracy of labor budgeting for this appropriation unit and provide greater transparency.  | (1,146,000)  | 0         | 0.0     | 0.0 |
| <b>Central Rate Adjustments</b>   | 5,412,618    | 0         | 0.0     | 0.0 |
| <b>Total Decision Package Adjustments</b>   | 217,319      | 8,507,640 | (22.0)  | 0.0 |

**2021-2022 Proposed Financial Plan  
FMD Internal Service Fund/00000511**

| <b>Category</b>                                       | <b>2019-2020<br/>Projected</b> | <b>2021-2022<br/>Proposed</b> | <b>2023-2024<br/>Projected</b> | <b>2025-2026<br/>Projected</b> |
|---|--------------------------------|-------------------------------|--------------------------------|--------------------------------|
| <b>Beginning Fund Balance</b>                         | <b>4,027,000</b>               | <b>3,067,442</b>              | <b>1,938,102</b>               | <b>752,296</b>                 |
| <b>Revenues</b>                                       |                                |                               |                                |                                |
| Outside Leases & Miscellaneous                        | 2,247,673                      | 1,834,483                     | 1,926,207                      | 2,022,518                      |
| Streamlined Rate Revenue                              | 153,577,640                    | 166,802,465                   | 175,778,082                    | 181,998,301                    |
| MMRF Transfer   | (19,757,470)                   | (12,927,368)                  | (13,573,736)                   | (13,980,949)                   |
| Debt Service Transfer                                 | (35,326,092)                   | (42,144,575)                  | (45,144,575)                   | (45,144,575)                   |
| MMRF/BR&R Transfer (to support Yesler)                | (413,872)                      | (1,006,544)                   | (799,608)                      | (799,608)                      |
| Building O&M Charges                                  | 98,080,206                     | 110,723,964                   | 116,260,162                    | 122,073,170                    |
| Architectural-Engineering                             | 7,922,053                      | 6,766,810                     | 7,105,151                      | 7,460,408                      |
| Hourly Crafts   | 4,874,994                      | 4,199,756                     | 4,409,744                      | 4,630,231                      |
| Print Shop  | 2,205,517                      | 2,426,316                     | 2,547,632                      | 2,675,014                      |
| Other Revenues from GF Sources                        | 1,911,641                      | 1,912,684                     | 2,008,318                      | 2,108,734                      |
| COVID-19  | 18,942,124                     |                               |                                |                                |
| <b>Total Revenues</b>                                 | <b>136,184,208</b>             | <b>127,864,014</b>            | <b>134,257,215</b>             | <b>140,970,075</b>             |
| <b>Expenditures</b>                                   |                                |                               |                                |                                |
| Director's Office                                     | (16,807,547)                   | (19,062,166)                  | (20,015,274)                   | (21,016,038)                   |
| Building Operations                                   | (79,962,682)                   | (89,143,324)                  | (93,600,490)                   | (98,280,515)                   |
| Security Management                                   | (12,078,156)                   | (10,310,656)                  | (10,826,189)                   | (11,367,498)                   |
| Capital & Major Projects                              | (6,818,561)                    | (7,820,252)                   | (8,211,265)                    | (8,621,828)                    |
| Print Shop Operations                                 | (2,523,812)                    | (2,656,956)                   | (2,789,804)                    | (2,929,294)                    |
| COVID-19  | (18,942,124)                   |                               |                                |                                |
| <b>Total Expenditures</b>                             | <b>(137,132,882)</b>           | <b>(128,993,354)</b>          | <b>(135,443,022)</b>           | <b>(142,215,173)</b>           |
| <b>Total Other Fund Transactions/Underexpenditure</b> |                                |                               |                                |                                |
| <b>Ending Fund Balance</b>                            | <b>3,067,442</b>               | <b>1,938,102</b>              | <b>752,296</b>                 | <b>(492,802)</b>               |
| <b>Less: Reserves &amp; Designations</b>              |                                |                               |                                |                                |
| Underexpenditure target                               |                                |                               | 1,354,430                      | 1,422,152                      |
| Reserve for Share of Space Consolidation TI's         |                                | (1,500,000)                   | (1,500,000)                    |                                |
| <b>Total Reserves &amp; Designations</b>              | <b>-</b>                       | <b>(1,500,000)</b>            | <b>(145,570)</b>               | <b>1,422,152</b>               |
| Reserve Shortfall                                     | -                              |                               | -                              | -                              |
| <b>Ending Undesignated Fund Balance</b>               | <b>3,067,442</b>               | <b>438,102</b>                | <b>606,726</b>                 | <b>929,350</b>                 |

**Financial Plan Notes:**

All financial plans have the following assumptions, unless otherwise noted in below rows

2021-2022 proposed budget ties to PBCS

Out-year revenue and expenditure inflation assumptions are consistent with figures provided by PSB BFPA

**Revenue Notes:**

Overall 5% is estimated for revenue growth from 2022-2024 to 2025-2026

The negative amounts indicates streamlined rate revenue that is transferred out of the internal service fund.

**Expenditure Notes:**

2019-2020 Projected based on actual as of 5/30/20, with adjustments of estimated obligated expenditures.

2021-2022 Proforma based on PSB's rates adjustments and inflationary adjustment applied for labor

2021-2022 Agency Proposed reflects required target reductions and new program adds.

Out-year expenditure inflation assumptions are consistent with figures provided by PSB's BFPA guidance

Under expenditure assumed at 1% for 2023-2024 and 2025-2026.

**2021-2022 Executive Proposed Operating Budget  
FMD PARKING FACILITIES (EN\_A60150)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b>  | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|------------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>8,871,272</b>    | <b>9,099,684</b> | <b>0.0</b>     | <b>0.0</b> |
| Base Budget Adjustments                       | 0                   | 0                | 0.0            | 0.0        |
| Decision Package Adjustments                  | 1,143,436           | 856,109          | 0.0            | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>10,014,708</b>   | <b>9,955,793</b> | <b>0.0</b>     | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>10,015,000</b>   | <b>9,956,000</b> | <b>0.0</b>     | <b>0.0</b> |

**Notes**

1. The 2019-2020 Revised Budget equals the 2019-2020 Adopted Biennial Budget plus all Adopted Supplementals as of the publication of this document.

2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.

3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>  | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|--|---------------------|-----------------|----------------|------------|
| <b>Technical Adjustments</b>   |                     |                 |                |            |
| (TA_001) Expenditure Adjustment<br>Revise budgeted expenditures to match current forecast. | 1,146,660           | 0               | 0.0            | 0.0        |
| (TA_050) Revenue Adjustment<br>Revise budgeted revenues to match current forecast.         | 0                   | 856,109         | 0.0            | 0.0        |
| <b>Central Rate Adjustments</b>  | (3,224)             | 0               | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>  | <b>1,143,436</b>    | <b>856,109</b>  | <b>0.0</b>     | <b>0.0</b> |

**2021-2022 Proposed Financial Plan  
FMD Parking Facilities / 000001415**

| <b>Category</b>                                   | <b>2019-2020<br/>Estimated</b> | <b>2021-2022<br/>Proposed</b> | <b>2023-2024<br/>Projected</b> | <b>2025-2026<br/>Projected</b> |
|---|--------------------------------|-------------------------------|--------------------------------|--------------------------------|
| <b>Beginning Fund Balance</b>                     | <b>813,895</b>                 | <b>884,653</b>                | <b>825,738</b>                 | <b>1,177,590</b>               |
| <b>Revenues</b>                                   |                                |                               |                                |                                |
| Parking Revenues from General Fund                | 2,523,623                      | 2,523,623                     | 2,902,166                      | 3,076,296                      |
| Parking Revenues from Non-GF County Agencies      | 3,296,170                      | 3,296,170                     | 3,790,596                      | 4,018,031                      |
| Parking Revenues from Non-County Entities - 36250 | 1,605,093                      | 1,478,000                     | 1,845,857                      | 1,956,608                      |
| Parking Fees - 36230                              |                                | 2,658,000                     | 3,056,700                      | 3,240,102                      |
| Interest  | 64,544                         |                               | 68,417                         | -                              |
| ADJ to match fund balance                         | (720,000)                      |                               |                                |                                |
| <b>Total Revenues</b>                             | <b>6,769,430</b>               | <b>9,955,793</b>              | <b>11,663,736</b>              | <b>12,291,038</b>              |
| <b>Expenditures</b>                               |                                |                               |                                |                                |
| Garage Operation Expenses (KC)                    | (3,871,272)                    | (3,849,674)                   | (4,103,548)                    | (4,349,761)                    |
| Garage Operation Expenses (Contract)/53105        |                                | (2,146,660)                   | (2,189,593)                    | (2,233,385)                    |
| Financial Mgmt. Services (55245)                  |                                | (18,374)                      | (18,741)                       | (19,116)                       |
| General Fund Support                              | (2,500,000)                    | (4,000,000)                   | (5,000,000)                    | (5,500,000)                    |
| Net loss - due parking operators due to COVID     | (324,000)                      |                               |                                |                                |
| Interfund Interest Auto                           | (3,401)                        |                               |                                |                                |
| <b>Total Expenditures</b>                         | <b>(6,698,673)</b>             | <b>(10,014,708)</b>           | <b>(11,311,883)</b>            | <b>(12,102,263)</b>            |
| <b>Estimated Underexpenditures</b>                |                                |                               |                                |                                |
| <b>Ending Fund Balance</b>                        | <b>884,653</b>                 | <b>825,738</b>                | <b>1,177,590</b>               | <b>1,366,366</b>               |
| <b>Reserves<sup>8</sup></b>                       |                                |                               |                                |                                |
| Rainy Day and Equipment Replacement Reserve at 3% | (203,083)                      | (298,674)                     | (215,268)                      | (316,594)                      |
| <b>Total Reserves</b>                             | <b>(203,083)</b>               | <b>(298,674)</b>              | <b>(215,268)</b>               | <b>(316,594)</b>               |
| <b>Ending Undesignated Fund Balance</b>           | <b>681,570</b>                 | <b>527,064</b>                | <b>962,322</b>                 | <b>1,049,771</b>               |

**Financial Plan Notes**

All financial plans have the following assumptions, unless otherwise noted in below rows.

Outyear revenue and expenditure inflation assumptions are consistent with figures provided by PSB's BFPA guidance.

Revenues Notes: Revenues are expected to recover from COVID fiscal impacts in 2023-2024.

Reserve Notes: Rainy Day/Equipment Replacement reserve is based on 3% of total revenue to be used as needed for either purpose.

**2021-2022 Executive Proposed Operating Budget  
REAL ESTATE SERVICES (EN\_A44000)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b>   | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-------------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>10,097,544</b>   | <b>9,713,367</b>  | <b>24.0</b>    | <b>1.0</b> |
| Base Budget Adjustments                       | 66,426              | 103,881           | 0.0            | 0.0        |
| Decision Package Adjustments                  | (667,056)           | 535,048           | (3.0)          | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>9,496,914</b>    | <b>10,352,296</b> | <b>21.0</b>    | <b>1.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>9,497,000</b>    | <b>10,353,000</b> | <b>21.0</b>    | <b>1.0</b> |

**Notes**

1. The 2019-2020 Revised Budget equals the 2019-2020 Adopted Biennial Budget plus all Adopted Supplementals as of the publication of this document.

2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.

3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>   | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>Direct Service Changes</b>   |                     |                 |                |            |
| (DS_001) Real Property Agent Position Reduction<br>Eliminate a real property agent position from the Real Estate Leasing/Property Management Section, effective Jan. 1, 2022, to meet the RES target reduction. | (272,444)           | 0               | (1.0)          | 0.0        |
| (DS_002) Real Property Agent Reduction - Sales<br>Eliminate a real property agent position from the Real Estate Sales Section, effective Jan. 1, 2021, to meet the RES target reduction.                        | (272,444)           | 0               | (1.0)          | 0.0        |
| (DS_003) Real Property Agent Position Reduction - Inventory<br>Eliminate a real property agent position from the Inventory Control Section, effective Jan. 1, 2021, to meet the RES target reduction.           | (322,673)           | 0               | (1.0)          | 0.0        |
| <b>Administrative Service Changes</b>   |                     |                 |                |            |
| (AC_018) Utilities Technical Review Committee<br>Appropriate the cost share for the Utilities Technical Review Committee. RES's allocation for the 2021-2022 biennium is \$35,000.                              | 35,000              | 0               | 0.0            | 0.0        |

**Technical Adjustments**

**2021-2022 Executive Proposed Operating Budget  
REAL ESTATE SERVICES (EN\_A44000)**

| <b>Decision Package Adjustment Detail</b>  | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|--|---------------------|-----------------|----------------|------------|
| (TA_001) Professional Services Increase<br>Increase contract professional services by \$120,790. This increase will provide RES with project resources to compensate for the removal of three positions necessary to achieve General Fund target reductions and save General Fund resources. | 84,390              | 0               | 0.0            | 0.0        |
| (TA_050) Adjust Real Estate Services Revenue<br>Adjust revenue to match forecast for 2021-2022.  | 0                   | 535,048         | 0.0            | 0.0        |
| (TA_113) Vacancy Rate Adjustment<br>Capture salary savings from employee turnover, without reducing the FTE authority, to increase the accuracy of labor budgeting for this appropriation unit and provide greater transparency.   | (110,000)           | 0               | 0.0            | 0.0        |
| <b>Central Rate Adjustments</b>  | 191,114             | 0               | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>  | (667,056)           | 535,048         | (3.0)          | 0.0        |

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: Facilities Mgmt, Fund: 3310 LONG-TERM LEASES, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3310 LONG-TERM LEASES - Facilities Mgmt |  |              |                     |   |
|---|--|--------------|---------------------|---|
| Project Number                          | Project Name<br>Class Code                     | Tech<br>Adj  | FY21-22             | Narratives  |
| 1039895                                 | <b>DES LTLF MASTER PROJECT</b><br>PROGRAMMATIC |              | \$27,473,434        | <p><b>Current Scope:</b> Long Term Lease Fund Master Project - Funding for this project will be used to pay lease costs for agencies leasing non-County space. Costs include base rent, operating costs, common area maintenance, amortized tenant improvements, and other miscellaneous costs included in the lease terms such as parking, storage, direct utilities, etc. plus an amount is added to cover possible unanticipated costs that could occur during the biennium. Also included is the FMD Lease Administration Fee collected from the agencies to cover the costs of Real Estate Services staff providing leasehold services, internal service charges and other related expenses. Reimbursement is collected from the agencies to cover the expenditures from the fund.</p> <p><b>Budget Request Basis:</b> Budget estimates are based on the terms of each lease including scheduled base rent changes, estimated CPI adjustments, estimated operating costs, leases terminating and new leases projected to be finalized during the biennium. In the 2021-2022 the budget request of \$43 million is offset by a reconciliation adjustment of negative \$13 million. This has the fiscal effect of drawing projected budget balance available from prior budget periods at the end of the 2019-2020 biennium. The net budget request is \$30 million.</p> |
| <b>3310 - LONG-TERM LEASES</b>          |  | <b>Total</b> | <b>\$27,473,434</b> |   |
| <b>Grand Total</b>                      |  |              | <b>\$27,473,434</b> |   |

**2021-2022 Proposed Financial Plan  
Long Term Lease Fund / 000003310**

**Capital Improvement Program (CIP) Budget**

|  | 2019-2020<br>Estimated<br>Ending Balance<br>(YE ITD Balance) | 2021-2022<br>Proposed  | 2021-2022<br>Total (Balance<br>+ Budget) | 2023-2024<br>Projected | 2025-2026<br>Projected |
|--|--|------------------------|--|------------------------|------------------------|
| <b>Capital Budget Revenue Sources:</b> |  |                        |  |                        |                        |
| Revenue Backing from Fund Balance      | 0  | 0                      | 0  | 0                      | 0                      |
| Interfund Rent                         | 30,000,000   | 27,473,434             | 57,473,434                               | 28,322,903             | (44,189,361)           |
| <b>Total Capital Revenue</b>           | <b>30,000,000</b>  | <b>\$ 27,473,434</b>   | <b>\$ 57,473,434</b>                     | <b>\$ 28,322,903</b>   | <b>\$ (44,189,361)</b> |
| <b>Capital Appropriation:</b>          |  |                        |  |                        |                        |
| Lease Payments                         | (30,000,000)   | (42,473,434)           | (72,473,434)                             | (43,322,903)           | (44,189,361)           |
| <i>Disappropriations (positive)</i>    | 0  | 15,000,000             | 15,000,000                               | 15,000,000             | 0                      |
| <b>Total Capital Appropriation</b>     | <b>\$ (30,000,000)</b>                                       | <b>\$ (27,473,434)</b> | <b>\$ (57,473,434)</b>                   | <b>\$ (28,322,903)</b> | <b>\$ (44,189,361)</b> |

**CIP Fund Financial Position**

|   | 2019-2020<br>Biennial to Date<br>Actuals As of<br>6/30/20 | 2019-2020<br>Estimated | 2021-2022<br>Biennial to<br>Date Actuals | 2021-2022<br>Estimated | 2023-2024<br>Projected | 2025-2026<br>Projected |
|---|---|------------------------|--|------------------------|------------------------|------------------------|
| <b>Beginning Fund Balance</b>                       | <b>(1,176,048)</b>  | <b>(1,176,048)</b>     | <b>-</b>                                 | <b>(361,962)</b>       | <b>523,368</b>         | <b>658,304</b>         |
| <b>Capital Funding Sources</b>                      |   |                        |  |                        |                        |                        |
| Interfund Rent                                      | 22,274,082  | 35,542,187             | -  | 42,969,259             | 43,828,644             | 44,705,217             |
| COVID Rent Reimbursement                            |   | 8,632,181              | -  |                        |                        |                        |
| LTL Admin Fee                                       | 1,288,812   | 2,638,385              | -  | 3,377,867              | 3,445,424              | 3,514,333              |
| Transfer Admin Fee to RES & ISF                     | (1,101,650)   | (2,203,300)            | -  | (2,863,613)            | (2,920,886)            | (2,979,303)            |
| Rent from Fee Leases                                | 81,170  | 129,696                | -  | 132,290                | 134,936                | 137,635                |
| Reimbursements from FMD Rate                        | 507,525   | 812,040                | -  | 812,040                | -                      | -                      |
| Other Reimbursements                                | 149,100   | 148,638                | -  | -                      | -                      | -                      |
| <b>Total Capital Revenue</b>                        | <b>\$ 23,199,039</b>                                      | <b>\$ 45,699,827</b>   | <b>\$ -</b>                              | <b>\$ 44,427,843</b>   | <b>\$ 44,488,119</b>   | <b>\$ 45,377,881</b>   |
| <b>Capital Expenditures</b>                         |   |                        |  |                        |                        |                        |
| Lease Payments                                      | (23,769,354)  | (36,162,362)           | -  | (42,969,259)           | (43,828,644)           | (44,705,217)           |
| COVID Lease Payments                                | (1,331,831)   | (8,632,181)            | -  | -                      | -                      | -                      |
| Lease Administrative Costs                          | (82,668)  | (91,198)               | -  | (573,254)              | (524,539)              | (535,029)              |
| <b>Total Capital Expenditures</b>                   | <b>\$ (25,183,853)</b>                                    | <b>\$ (44,885,741)</b> | <b>\$ -</b>                              | <b>\$ (43,542,513)</b> | <b>\$ (44,353,183)</b> | <b>\$ (45,240,247)</b> |
| Other Fund Transactions                             |   | -                      | -  | -                      |                        |                        |
| <b>Ending Fund Balance</b>                          | <b>\$ (3,160,862)</b>                                     | <b>\$ (361,962)</b>    | <b>\$ -</b>                              | <b>\$ 523,368</b>      | <b>\$ 658,304</b>      | <b>\$ 795,938</b>      |
| <b>Fund Balance designated to current projects*</b> | <b>0</b>  | <b>0</b>               | <b>0</b>                                 | <b>0</b>               | <b>0</b>               | <b>0</b>               |
| <b>Reserves</b>                                     |   |                        |  |                        |                        |                        |
| Contingency Reserve 1.5%<br>Cash Flow               |   |                        |  | (666,418)              | (667,322)              | (680,668)              |
| <b>Total Reserves</b>                               | <b>0</b>  | <b>0</b>               | <b>0</b>                                 | <b>\$ (666,418)</b>    | <b>\$ (667,322)</b>    | <b>\$ (680,668)</b>    |
| Projected Shortfall                                 | -   | 361,962                | -  | 143,050                | 9,018                  | -                      |
| <b>Ending Undesignated Fund Balance</b>             | <b>0</b>  | <b>0</b>               | <b>0</b>                                 | <b>0</b>               | <b>0</b>               | <b>\$ 115,270</b>      |

**Financial Plan Notes**

**CIP Budget Notes:**

All financial plans have the following assumptions, unless otherwise noted in below rows.

2019-2020 Estimated Ending Balance column reflects the best estimate of the inception to date budget balances and actual balances after 2019 is closed.

2021-2022 Proposed Budget is consistent with PIC for Executive Proposed Budget.

2021-2022 Total Budget sums the Estimated Ending Balance Budget and the 2021-2022 Budget.

Outyear revenue and expenditure budget assumptions tie to the outyears of the Ordinance Attachment by Fund report in PIC, with exceptions explicitly noted.

**Revenue Notes:**

The revenue to this fund is pass through revenue collected from agencies in leased space and paid to landlords.

**Appropriation Notes:**

Excess budget generated in prior years will be disappropriated in two phases beginning with the 2021-2022 biennium. Appropriation balances to the PIC capital budget system.

**CIP Fund Financial Position:**

All financial plans have the following assumptions, unless otherwise noted in below rows.

Biennial to Date (BTD) expenditures and revenue reflect EBS totals for budgetary accounts as of the most recent closed month.

2019-2020 Actuals reflect 2019-2020 amounts in EBS.

2021-2022 Estimated column reflects the best estimate for the biennium based on actuals and should be informed by the fund's spending plan.

Outyear revenue projections and expenditure estimates are based on the most recent projections and reflect current project plans.

Revenues Notes: Revenue backing from state and federal sources is anticipated to fully reimburse the Long Term Lease fund for lease payments incurred in the response to the coronavirus pandemic.

**Expenditure Notes:**

The expenditures in 2023-2024 represent projected lease payments. These amounts do not include the cancellation mentioned in the

Appropriation Notes above.

**Reserve Notes:**

The contingency reserve of 1.5% of projected revenue is included in the financial plan to cover unanticipated instances where costs for leases exceed reimbursement that is collected from agencies. For example, if the revenue backing for COVID lease expenses falls short of expenditures then the reserve is available to help balance the fund.

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: Facilities Mgmt, Fund: 3421 MJR MNTNCE RSRV SUB-FUND, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3421 MJR MNTNCE RSRV SUB-FUND - Facilities Mgmt |   |          |             |   |
|---|---|----------|-------------|---|
| Project Number                                  | Project Name Class Code   | Tech Adj | FY21-22     | Narratives  |
| 1039725   | <b>DES FMD KCCH DOM WATER DISTRBN</b><br>STANDALONE               | ✓        | (\$275,850) | <b>Current Scope:</b> King County Courthouse Domestic Water Distribution - Construction funding for Phase III Courthouse domestic water replacement project including; advertised const bid and phased replacement of all original piping. Excludes predesign cost and appropriation. Refer to Fsi Assessment estimate. 2021-2022 budget: project complete and remaining budget to be canceled.<br><b>Budget Request Basis:</b> The project is complete and the remaining budget is proposed to be cancelled. |
| 1039756   | <b>DES FMD CAPITAL PRJT OVERSIGHT</b><br>ADMIN                    |          | \$13,030    | <b>Current Scope:</b> Auditor Capital Project Oversight - Biennial allocation of Council Auditor Capital Project Oversight costs.<br><b>Budget Request Basis:</b> Budget appropriation supports cost of Capiatl Project Oversight work of Capital Projects by King County Auditor   |
| 1121968   | <b>DES FMD KCCH ELEVATORS AND LIFTS</b><br>STANDALONE             | ✓        | (\$23,787)  | <b>Current Scope:</b> Project has been completed.<br><b>Budget Request Basis:</b> Project is complete and remaining budget is adjusted to close project.  |
| 1124124   | <b>DES FMD ADMIN BLDG HEAT GENERATING SYSTEMS</b><br>STANDALONE   | ✓        | (\$1,344)   | <b>Current Scope:</b> Administration Building Heat Generation System - This project will replace the primary heat exchangers and associated appurtenances in the Administration Building that provides the primary source of heat for domestic hot water and the building heating system. Project has been completed.<br><b>Budget Request Basis:</b> Project is complete and remaining budget is adjusted to close project.  |
| 1124129   | <b>DES FMD ADMIN BLDG HEATING AND COOLING COILS</b><br>STANDALONE | ✓        | \$5,202     | <b>Current Scope:</b> Project has been completed.<br><b>Budget Request Basis:</b> Project is complete and remaining budget is adjusted to close project.  |
| 1124130   | <b>DES FMD KCCH EXTERIOR DOORS</b><br>STANDALONE                  | ✓        | (\$35,396)  | <b>Current Scope:</b> Project has been completed.<br><b>Budget Request Basis:</b> Project is complete and remaining budget is adjusted to close project.  |
| 1124606   | <b>DES FMD MMRF QUICK RESPONSE CONTINGENCY</b><br>PROGRAMMATIC    |          | \$216,000   | <b>Current Scope:</b> MMRF Quick Response Contingency - This project was setup as a contingency fund to respond to emergent repairs during the biennium that were not funded in the capital program.<br><b>Budget Request Basis:</b> This budget is requested now to avert failure of the system in the near term for emergency repairs. The project budget will be used for both design and construction.  |
| 1127423   | <b>DES FMD MMRF SCAP</b><br>STANDALONE                            | ✓        | (\$515)     | <b>Current Scope:</b> Project has been completed.<br><b>Budget Request Basis:</b> Project is complete and remaining budget is adjusted to close project. Comparable scope for other projects will be included in the project budget rather than as a separate fund level budget amount.   |

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: Facilities Mgmt, Fund: 3421 MJR MNTNCE RSRV SUB-FUND, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3421 MJR MNTNCE RSRV SUB-FUND - Facilities Mgmt |   |          |              |   |
|---|---|----------|--------------|---|
| Project Number                                  | Project Name Class Code   | Tech Adj | FY21-22      | Narratives  |
| 1129710   | DES FMD MMRF<br>24/7 FACILITY<br>GROUP-MAJOR<br>REPAIR AND<br>RENEWAL OF<br>BLDG. SYSTEMS<br>PROGRAMMATIC |          | \$13,878,700 | <b>Current Scope:</b> 24/7 Facility Group Master Project - This programmatic project will fund major maintenance repairs to FMD's 24/7 Facility Group. This group includes the Maleng Regional Justice Center (courthouse and detention center) , King County Correctional Facility (KCCF), Regional Communication and Emergency Coordination Center (RCECC, and the Ravensdale Shooting Range Typical major maintenance will include either repair or replacement of major building systems: Exterior Enclosure, Interior Construction, Elevators, Mechanical, Electrical, Superstructure, and Foundations. These building systems were identified in the Facilities Management Division, Facility Condition Assessment as deficient or beyond their useful life. All of the identified projects proposed for the program were ranked in the top 10% of 1270 building deficiencies based on a formula that included building importance and condition, system importance and scheduled replacement factors as the primary criteria.<br><b>Budget Request Basis:</b> The total budget for this budget request is based on the individual project estimates of approximately 10 projects that are expected to be completed in the next biennium. |
| 1129771   | DES FMD DIST. CT.<br>N.E. D5010<br>ELECTRICAL<br>SERVICE AND<br>DISTRIBUTION<br>STANDALONE                | ✓        | (\$82,076)   | <b>Current Scope:</b> Northeast District Court Electrical Service and Distribution - This project will test and repair known electrical deficiencies, and plan for other upgrades and replacements of the electrical system at the NE District Court. The specific scope of work includes: 1) Perform IR scanning (infrared) to locate hot spots due to worn or loose components; 2) Replace existing central inverter system for exit lighting, replace existing aged transformer, and other incidental repairs; 3) Retain Electrical engineering consultant to synthesize the IR report and recommend further scope of work repairs. Project has been completed.<br><b>Budget Request Basis:</b> Project is complete and remaining budget is adjusted to close project. Comparable scope for other projects will be included in the project budget rather than budgeted as a fund level budget amount.  |
| 1129785   | DES FMD POLICE<br>PREC. #4 BURIEN<br>D5031 FIRE ALARM<br>SYSTEMS<br>STANDALONE                            | ✓        | (\$73,556)   | <b>Current Scope:</b> Precinct #4 Burien Fire Alarm Systems - This project will renew the existing fire alarm control panel and all devices on both floors of the Burien facility, this includes both the police precinct (1st floor) and district court (2nd floor). The project has been completed.<br><b>Budget Request Basis:</b> The project has been completed and remaining budget is adjusted to close project.   |

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: Facilities Mgmt, Fund: 3421 MJR MNTNCE RSRV SUB-FUND, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3421 MJR MNTNCE RSRV SUB-FUND - Facilities Mgmt |   |          |               |   |
|---|---|----------|---------------|---|
| Project Number                                  | Project Name Class Code   | Tech Adj | FY21-22       | Narratives  |
| 1129787   | <b>DES FMD ADMIN. BLDG. D5010 ELECTRICAL SERVICE AND DISTRIBUTION</b><br>STANDALONE       | ✓        | (\$1,437,931) | <b>Current Scope:</b> Administration Building Electrical Service and Distribution - This project will test the main switchgear, buss ducts, and main branch panels in Administration Building. This will require a full building shutdown and cooperation (and cost) with City Light. Includes correction of items noted in 2013-14 TEGG report by electrical inspection company, Seahurst, that includes replacement of certain transformers, providing appropriate clearance in electrical closets on each floor, replacing some panels and if necessary, repurposing power abandoned after boilers were removed from building.<br><b>Budget Request Basis:</b> This project is indefinitely postponed and proposed for cancellation because the 2021-2022 proposed biennial budget includes a proposal to mothball the facility and move tenants to other county owned and leased locations. |
| 1129788   | <b>DES FMD BLACK RIVER OFFICE BLDG. D3050 TERMINAL AND PACKAGE UNITS</b><br>STANDALONE    | ✓        | (\$4,448)     | <b>Current Scope:</b> Black River Office Building Terminal and Package Units - This project will perform functional testing of fan boxes, test & balance system, replace non-functioning fan boxes & VAV boxes, upgrade controls, commission systems in the Black River Office building. This project has been completed.<br><b>Budget Request Basis:</b> The project has been completed and the remaining budget is adjusted to close the project.   |
| 1129791   | <b>DES FMD ADMIN BLDG. D3049 FANS AND AIR HANDLING UNITS</b><br>STANDALONE                | ✓        | (\$206,375)   | <b>Current Scope:</b> Administration Building Fans and Air Handling Units - Service and Repair the original Administration Building's Central HVAC hot and cold deck utility fan system (2 fans), the fan and air handling unit fans ( 2 Supply fans, 1 Return and 2 Exhaust fans), Replace all pneumatic controls, provide Testing and Balancing of fans.<br><b>Budget Request Basis:</b> The budget is no longer necessary and the remaining budget is adjusted to close the project.   |
| 1129793   | <b>DES FMD BLACK RIVER OFFICE BLDG. B3010 ROOFING AND EXTERIOR CLADDING</b><br>STANDALONE | ✓        | (\$581,758)   | <b>Current Scope:</b> Black River Building Roofing Replacement and Exterior - Project includes replacement of roof and repairs of exterior wall cladding. Existing roof is 27 years old, has been patched extensively, and is well beyond its useful life. Cladding needs cleaning, sealing, and repairs of numerous holes and other damage.<br><b>Budget Request Basis:</b> The project has been completed and the remaining budget is adjusted to close the project.  |
| 1131412   | <b>DES FMD MMRF KCCF SHOWER &amp; DAYROOM LIGHTING WIRING/FIXTURES</b><br>STANDALONE      | ✓        | (\$402,479)   | <b>Current Scope:</b><br><b>Budget Request Basis:</b> No additional project work is necessary and the remaining budget is adjusted to close the project.  |
| 1131413   | <b>DES FMD MMRF KCCF EMERGENCY LEAK DETECTION</b><br>STANDALONE                           | ✓        | (\$124,078)   | <b>Current Scope:</b> This project repairs a generator leak at the KCCF.<br><b>Budget Request Basis:</b> The project has been completed and the remaining budget is adjusted to close the project.  |

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: Facilities Mgmt, Fund: 3421 MJR MNTNCE RSRV SUB-FUND, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3421 MJR MNTNCE RSRV SUB-FUND - Facilities Mgmt |  |          |             |   |
|---|--|----------|-------------|---|
| Project Number                                  | Project Name Class Code  | Tech Adj | FY21-22     | Narratives  |
| 1132356   | DES FMD MMRF<br>EARLINGTON<br>BUILDING<br>MEZZANINE FLOOR<br>STRUCTURAL<br>REPAIRS<br>STANDALONE | ✓        | (\$55,224)  | <b>Current Scope:</b> Earlington Floor Repair - This project will provide structural reinforcement to the mezzanine level floor at the County's Earlington Building and increase the scope a structural assessment study for entire second floor.<br><b>Budget Request Basis:</b> The project has been completed and the remaining budget is adjusted to close the project.   |
| 1133652   | DES FMD MMRF<br>EARLINGTON<br>ELECTIONS<br>SKYLIGHT REPAIR<br>STANDALONE                         | ✓        | (\$118,349) | <b>Current Scope:</b> Earlington Skylight Repair - Replace existing skylight panels at Elections Building with new skylight glass, clean and reuse existing frame to prevent water from leaking into the building down the interior walls.<br><b>Budget Request Basis:</b> The project has been completed and the remaining budget is adjusted to close the project.  |
| 1134407   | DES FMD MMRF<br>ADMIN BLDG<br>GENERATOR STUDY<br>JH<br>STANDALONE                                | ✓        | (\$25,671)  | <b>Current Scope:</b> Admin Building Study - Test and assess existing generator to determine remaining useful life. Evaluate feasibility and determine costs associated with needed upgrades or replacements.<br><b>Budget Request Basis:</b> The project has been completed and the remaining budget is adjusted to close the project.   |
| 1134411   | DES FMD MMRF<br>D.C. SHORELINE<br>BOILER<br>REPLACEMENT<br>STANDALONE                            | ✓        | (\$55,730)  | <b>Current Scope:</b> Shoreline Boiler - Replace the existing undersized electric boiler to a properly designed boiler to provide sufficient heat to the building in winter. The scope of work will also include conducting TAB & Cx study, making revisions and improvements to the existing system as needed to provide a fully functioning WSHP system for the building.<br><b>Budget Request Basis:</b> The project has been completed and the remaining budget is adjusted to close the project. |
| 1134430   | DES FMD MMRF<br>KSC ELEVATOR<br>MACHINE ROOM<br>COLLING UNITS<br>REPLACEMENT<br>STANDALONE       | ✓        | (\$256,508) | <b>Current Scope:</b> King Street Center Elevator Machine Room - Replace aging cooling units with new cooling units to provide adequate cooling air to Elevator Machine Room.<br><b>Budget Request Basis:</b> The project has been completed and the remaining budget is adjusted to close the project.   |
| 1134432   | DES FMD MMRF<br>POLICE PREC. #4<br>CAMERA UPGRADE<br>STANDALONE                                  | ✓        | (\$146,391) | <b>Current Scope:</b> Police Precinct #4 Camera Upgrade - Upgrade existing security system of Police Prec. #4 Burien to install new cameras that will be compatible with current building security system.<br><b>Budget Request Basis:</b> The project has been completed and the remaining budget is adjusted to close the project.  |
| 1134459   | DES FMD MMRF<br>EARLINGTON<br>BLDG. 2ND FLOOR<br>STRUCTURAL<br>IMPROVEMENTS<br>STANDALONE        | ✓        | (\$252,422) | <b>Current Scope:</b> Earlington Building Second Floor Structural Improvements - This project will repair structural deficiencies to the 2nd floor structure of the building. It will specifically strengthen floor beams, floor beam connections, and reinforce the plywood subfloor as recommended in the WJA Structural Condition Assessment report.<br><b>Budget Request Basis:</b> The project has been completed and the remaining budget is adjusted to close the project.                     |

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: Facilities Mgmt, Fund: 3421 MJR MNTNCE RSRV SUB-FUND, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3421 MJR MNTNCE RSRV SUB-FUND - Facilities Mgmt |  |          |         |  |
|---|--|----------|---------|--|
| Project Number                                  | Project Name Class Code                            | Tech Adj | FY21-22 | Narratives   |
| 1135103   | DES FMD MMR<br>MRJC OUT YEAR<br>EST<br>STANDALONE  |          | \$0     | <b>Current Scope:</b> This is a planning level estimate of the backlogged building systems infrastructure work needed at the MRJC detention facility and court facility. From this total amount, projects will be prioritized and, if selected, the cost estimates will be refined for inclusion in the 2023-2024 budget as separate projects.<br><b>Budget Request Basis:</b> Project placeholder budget proposed amount is based on backlogged infrastructure project work.      |
| 1135104   | DES FMD MMR<br>KCCH OUT YEAR<br>EST<br>STANDALONE  |          | \$0     | <b>Current Scope:</b> This is a planning level estimate of the backlogged building systems infrastructure work needed at the MRJC detention facility and court facility. From this total amount, projects will be prioritized and, if selected, the cost estimates will be refined for inclusion in the 2023-2024 budget as separate projects.<br><b>Budget Request Basis:</b> This proposed project placeholder budget amount is based on backlogged infrastructure project work. |
| 1135105   | DES FMD MMR<br>ADMIN OUT YEAR<br>EST<br>STANDALONE |          | \$0     | <b>Current Scope:</b> This is a planning level estimate of the backlogged building systems infrastructure work needed at the MRJC detention facility and court facility. From this total amount, projects will be prioritized and, if selected, the cost estimates will be refined for inclusion in the 2023-2024 budget as separate projects.<br><b>Budget Request Basis:</b> The project proposed placeholder budget amount is based on backlogged infrastructure projects.      |
| 1135106   | DES FMD MMR<br>YESLER OUT YER<br>EST<br>STANDALONE |          | \$0     | <b>Current Scope:</b> This is a planning level estimate of the backlogged building systems infrastructure work needed at the MRJC detention facility and court facility. From this total amount, projects will be prioritized and, if selected, the cost estimates will be refined for inclusion in the 2023-2024 biennial budget.<br><b>Budget Request Basis:</b> This project proposed placeholder budget amount is based on backlogged infrastructure project work.             |
| 1135107   | DES FMD MMR<br>CHINOOK OUT YE<br>EST<br>STANDALONE |          | \$0     | <b>Current Scope:</b> This is a planning level estimate of the backlogged building systems infrastructure work needed at the MRJC detention facility and court facility. From this total amount, projects will be prioritized and, if selected, the cost estimates will be refined for inclusion in the 2023-2024 budget as separate projects.<br><b>Budget Request Basis:</b> The project proposed placeholder budget amount is based on backlogged infrastructure project work.  |
| 1135109   | DES FMD KCCF<br>OUT YEAR EST<br>STANDALONE         |          | \$0     | <b>Current Scope:</b> This is a planning level estimate of the backlogged building systems infrastructure work needed at the MRJC detention facility and court facility. From this total amount, projects will be prioritized and, if selected, the cost estimates will be refined for inclusion in the 2023-2024 budget as separate projects.<br><b>Budget Request Basis:</b> This proposed project placeholder budget amount is based on backlogged infrastructure project work. |

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: Facilities Mgmt, Fund: 3421 MJR MNTNCE RSRV SUB-FUND, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3421 MJR MNTNCE RSRV SUB-FUND - Facilities Mgmt |   |          |           |   |
|---|---|----------|-----------|---|
| Project Number                                  | Project Name Class Code                             | Tech Adj | FY21-22   | Narratives  |
| 1135110   | DES FMD MMR<br>OTHER BLDGS EST<br>STANDALONE        |          | \$0       | <p><b>Current Scope:</b> This is a planning level estimate of the backlogged building systems infrastructure work needed at buildings other than the Civic Campus buildings and the detention facilities. From this total amount, projects will be prioritized and, if selected, the cost estimates will be refined for inclusion in the 2023-2024 budget as separate projects.</p> <p><b>Budget Request Basis:</b> This project proposed placeholder budget amount is based on backlogged infrastructure project work.</p>   |
| 1139464   | DES FMD MMRF<br>BUDGET PREP 22<br>STANDALONE        |          | \$150,000 | <p><b>Current Scope:</b> MMRF Budget Prep 22 - This project will fund FMD capital projects staff and consultants to develop CIP estimates for the 23-24 budget cycle. For planning purposes a budget placeholder amount is entered for the subsequent biennia until the projects are identified in subsequent budget processes.</p> <p><b>Budget Request Basis:</b> The requested amount is based on historical cost information of the time it takes FMD capital projects managers and consultants to develop cost estimates for the budget. The requested amounts includes fully burdened staff time and the cost of consultants to assist in preparing the cost estimates. The work will be completed on the same time line as the Executive budget development cycle.</p>   |
| 1139465   | DES FMD MMRF<br>BUILDING SURVEY<br>STANDALONE       |          | \$150,000 | <p><b>Current Scope:</b> MMRF Building Survey - This project will be used to survey FMD building to determine the condition of the building components that will be used to update the facility condition assessment database. Approximately 1/3 of the building will be surveyed as part of this budget cycle. Future phases in the following budget cycles will survey the remainder of the building.</p> <p><b>Budget Request Basis:</b> The requested amount is based on historical cost information of the time it takes FMD capital projects managers and consultants to complete the building surveys. The requested amounts includes fully burdened staff time and the cost of consultants to assist in completing the survey and updating the database. The work will be completed on the same timeline as the Executive budget development cycle.</p> |
| 1139466   | DES FMD MMRF<br>PREC.#3 FIRE<br>ALARM<br>STANDALONE |          | \$194,419 | <p><b>Current Scope:</b> Precinct #3 Fire Alarm - This project includes replacement of the Fire Alarm Panel and associated fire alarm devices (smoke detectors, horn strobes, etc.) at the King County Sheriff's Precinct 3 building located in Maple Valley.</p> <p><b>Budget Request Basis:</b> This budget is requested now to avert failure of the system in the near term. The project improves an important system in an occupied facility. The budget was determined by field verification of conditions and project scope and priced with current construction costs and uniform factors for design and administration of this type of project. The project budget will fund both design and construction.</p>  |

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: Facilities Mgmt, Fund: 3421 MJR MNTNCE RSRV SUB-FUND, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3421 MJR MNTNCE RSRV SUB-FUND - Facilities Mgmt |  |          |           |  |
|---|--|----------|-----------|--|
| Project Number                                  | Project Name Class Code                            | Tech Adj | FY21-22   | Narratives   |
| 1139476   | DES FMD MMR DC S.W. TAB&Cx STANDALONE              |          | \$105,287 | <p><b>Current Scope:</b> District Court S.W. Burien– This project will conduct TAB (Test, Adjust, and Balance) and Cx (commissioning) to take corrective actions, improve the current airflow distribution issue, inspect functional system, and identify deficiencies of the existing HVAC systems.</p> <p><b>Budget Request Basis:</b> This budget is requested now to avert failure of the system in the near term. The project improves an important system in an occupied facility. The budget was determined by field verification of conditions and project scope and priced with current construction costs and uniform factors for design and administration of this type of project. The project budget will fund investigating, balancing air flows, and identifying deficiencies in the current system.</p>                                      |
| 1139481   | DES FMD MMRF DC N.E. TAB & Cx STANDALONE           |          | \$94,879  | <p><b>Current Scope:</b> District Court N.E Redmond – This project will conduct TAB (Test, Adjust, and Balance) and Cx (commissioning) to take corrective actions to marginal comfort &amp; poor ventilation issue, improve airflow distribution, inspect operational components, and identify deficiencies of the existing HVAC systems.</p> <p><b>Budget Request Basis:</b> This budget is requested now to avert failure of the system in the near term. The project improves an important system in an occupied facility. The budget was determined by field verification of conditions and project scope and priced with current construction costs and uniform factors for design and administration of this type of project. The project budget will fund investigating, balancing air flows, and identifying deficiencies in the current system.</p> |
| 1139493   | DES FMD MMRF DC SHORELINE TAB & Cx STANDALONE      |          | \$98,198  | <p><b>Current Scope:</b> District Court Shoreline – This project will conduct TAB (Test, Adjust, and Balance) and Cx (commissioning) to take corrective actions for the airflow issue, restore WSHP (Water Source Heat Pump) system to its best operating level, and identify deficiencies of the existing HVAC systems.</p> <p><b>Budget Request Basis:</b> This budget is requested now to avert failure of the system in the near term. The project improves an important system in an occupied facility. The budget was determined by field verification of conditions and project scope and priced with current construction costs and uniform factors for design and administration of this type of project. The project budget will fund investigating, balancing air flows, and identifying deficiencies in the current system.</p>                  |
| 1139494   | DES FMD MMRF DC ISSAQUAH DETENTION HVAC STANDALONE |          | \$141,109 | <p><b>Current Scope:</b> This project is proposed to upgrade the HVAC system at the Issaquah District Court secure detention area.</p> <p><b>Budget Request Basis:</b> This budget is requested now to address code compliant issue at the holding cells and avert failure of the system in the near term. The project improves an important system in an occupied facility. The budget was determined by field verification of conditions, design &amp; construction costs, and administration of this type of project.</p>   |

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: Facilities Mgmt, Fund: 3421 MJR MNTNCE RSRV SUB-FUND, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3421 MJR MNTNCE RSRV SUB-FUND - Facilities Mgmt |  |          |           |  |
|---|--|----------|-----------|--|
| Project Number                                  | Project Name Class Code  | Tech Adj | FY21-22   | Narratives   |
| 1139495   | <b>DES FMD MMRF<br/>ISSAQUSH TAB &amp;<br/>Cx</b><br>STANDALONE      |          | \$112,421 | <p><b>Current Scope:</b> DC Issaquah TAB &amp; Cx - District Court Issaquah – Conduct a TAB (Test, Adjust, and Balance) to take corrective actions to marginal comfort &amp; poor ventilation issues, and to improve airflow distribution due to lacking of TAB performances over years. The project also conduct a Cx (commissioning) to inspect operational components, and identify deficiencies of the existing WSHP (Water Source Heat Pump) and Controls systems.</p> <p><b>Budget Request Basis:</b> This budget is requested now to avert failure of the system in the near term. The project improves an important system in an occupied facility. The budget was determined by field verification of conditions and project scope and priced with current construction costs and uniform factors for design and administration of this type of project. The project budget will fund investigating, balancing air flows, and identifying deficiencies in the current system.</p> |
| 1139498   | <b>DES FMD MMRF<br/>PREC. #3 MISC<br/>HVAC REPAIRS</b><br>STANDALONE |          | \$366,555 | <p><b>Current Scope:</b> Precinct #3 Miscellaneous HVAC Repairs - This project includes rehabilitation of select heating and ventilation system (HVAC) components at King County Sheriff's Precinct 3 located in Maple Valley. Rehabilitation elements include replacement of an Energy Recovery Ventilator (ERV), reconfiguration of main office ductwork for improved airflow and temperature control, and addition of cooling unit for a portion of the office not effectively served by the buildings ventilation system.</p> <p><b>Budget Request Basis:</b> This budget is requested now to avert failure of the system in the near term. The project improves an important system in an occupied facility. The budget was determined by field verification of conditions and project scope and priced with current construction costs and uniform factors for design and administration of this type of project. The project budget will fund both design and construction.</p>     |
| 1139505   | <b>DES FMD MMRF<br/>PREC. #4 STANDBY<br/>POWER</b><br>STANDALONE     |          | \$346,260 | <p><b>Current Scope:</b> Precinct #4 Standby power - This project will replace the old generator at Precinct 4 with a new Standby Power Generator and fuel system, including transfer switch, controls, and BAS integration. New generator shall support HVAC, Lighting and Convenience power throughout the Precinct facility.</p> <p><b>Budget Request Basis:</b> This budget is requested now to avert failure of the system in the near term. The project improves an important system in an occupied facility. The budget was determined by field verification of conditions and project scope and priced with current construction costs and uniform factors for design and administration of this type of project. The project budget will fund both design and construction.</p>   |

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: Facilities Mgmt, Fund: 3421 MJR MNTNCE RSRV SUB-FUND, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3421 MJR MNTNCE RSRV SUB-FUND - Facilities Mgmt |  |          |             |   |
|---|--|----------|-------------|---|
| Project Number                                  | Project Name Class Code  | Tech Adj | FY21-22     | Narratives  |
| 1139506   | <b>DES FMD MMRF<br/>DC SHORELINE<br/>ROOF</b><br>STANDALONE                |          | \$1,598,617 | <p><b>Current Scope:</b> District Court Shoreline - The project will replace approx. 12,000 square feet of standing seam metal roof with a new like-in-kind roof covering system. The nature of the replacement is due to aging of the original system &amp; leaking as resulted by inadequate roof slope valleys and integrations which has led to significant water intrusions causing decayed sheathing in several areas. In addition, many roof accessories including the metal flashings, trims, conductor heads, and other miscellaneous sheet metal have deteriorated. The project scope will include removal of existing roof covering, installation of new roof coverings, gutters, downspouts, vents and flashing as well as repair damages to roof structural supports and minor site work to improve drainage from rain leaders if needed.</p> <p><b>Budget Request Basis:</b> This budget is requested now to avert failure of the system in the near term. The project improves an important system in an occupied facility. The budget was determined by field verification of conditions and project scope and priced with current construction costs and uniform factors for design and administration of this type of project. The budget was determined by field verification of conditions and project scope and priced with current construction costs and uniform factors for design and administration of this type of project. The project budget will fund both design and construction.</p> |
| 1139509   | <b>DES FMD MMRF<br/>ARCHIVES<br/>BUILDING FIRE<br/>ALARM</b><br>STANDALONE |          | \$251,483   | <p><b>Current Scope:</b> Archives Building Fire Alarm - This project will replace the existing fire alarm system at the Archives Building with a new fire alarm system including panels and field devices that meet current codes.</p> <p><b>Budget Request Basis:</b> This budget is requested now to avert failure of the system in the near term. The project improves an important system in an occupied facility. The budget was determined by field verification of conditions and project scope and priced with current construction costs and uniform factors for design and administration of this type of project. The project budget will fund both design and construction.</p>   |
| 1139510   | <b>DES FMD MMRF<br/>BLACK RIVER FIRE<br/>ALARM</b><br>STANDALONE           |          | \$253,110   | <p><b>Current Scope:</b> Blackriver Fire Alarm - This project includes replacement of the Fire Alarm Panel and associated fire alarm devices (smoke detectors, horn strobes, etc.) at the County's Blackriver Building located in Renton.</p> <p><b>Budget Request Basis:</b> This budget is requested now to avert failure of the system in the near term. The project improves an important system in an occupied facility. The budget was determined by field verification of conditions and project scope and priced with current construction costs and uniform factors for design and administration of this type of project. The project budget will fund both design and construction.</p>  |

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: Facilities Mgmt, Fund: 3421 MJR MNTNCE RSRV SUB-FUND, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3421 MJR MNTNCE RSRV SUB-FUND - Facilities Mgmt |  |              |                     |   |
|---|--|--------------|---------------------|---|
| Project Number                                  | Project Name Class Code  | Tech Adj     | FY21-22             | Narratives  |
| 1139542   | <b>DES FMD MMRF MRJC DETENTION ROOFING</b><br>STANDALONE       |              | \$8,424,839         | <b>Current Scope:</b> MRJC Detention Roofing - This project will replace the existing roof on the MRJC Detention building and Central plant. Accommodations for solar panel installations will be coordinated with PSE to the greatest extent possible.<br><b>Budget Request Basis:</b> This budget is requested now to avert failure of the system in the near term. The project improves an important system in an occupied facility. The budget was determined by field verification of conditions and project scope and priced with current construction costs and uniform factors for design and administration of this type of project. The project budget will fund both design and construction.  |
| 1139543   | <b>DES FMD MMRF DETENTION CAMERA RENEWAL</b><br>STANDALONE     |              | \$2,645,167         | <b>Current Scope:</b> MRJC Detention Camera Renewal - Phase Two - Digital Camera and cabling replacement of 240 existing cameras. And Additional 300 digital cameras and cabling. This project will continue the phased renewal of MRJC control systems. The camera system are the eyes of detention control. This 8 year old system is obsolete and very expensive and time consuming to maintain. In addition it does not provide a standard of resolution and facial recognition needed to support internal investigations and defend liability claims. This appropriation will renew the camera and video system and integrate it with other control systems.<br><b>Budget Request Basis:</b> This budget is requested now to avoid additional failure of the system in the near term. The project improves a critical system in an occupied detention facility. The budget was determined by field verification of conditions and project scope and priced with current construction costs and uniform factors for design and administration of this type of project. The project budget will fund construction. |
| 1139544   | <b>DES FMD MMRF MRJC HVAC/ ELECT SYSTEM REPL</b><br>STANDALONE |              | \$5,855,715         | <b>Current Scope:</b> MRJC HVAC / Elect System Replacement - This project will renovate the HVAC system at the MRJC Detention, Parking Garage and Courthouse. In addition, electrical panels will also be replace as needed to support the new mechanical equipment. This project will be completed in phases to insure the buildings remain operational during the installation.<br><b>Budget Request Basis:</b> This budget is requested now to avoid additional failure of the system in the near term. The project improves a critical system in an occupied detention facility. The budget was determined by field verification of conditions and project scope and priced with current construction costs and uniform factors for design and administration of this type of project. The project budget will fund construction.   |
| <b>3421 - MJR MNTNCE RSRV SUB-FUND</b>          |  | <b>Total</b> | <b>\$30,741,103</b> |   |
| <b>Grand Total</b>                              |  |              | <b>\$30,741,103</b> |   |

**2021-2022 Proposed Financial Plan**  
**Major Maintenance Reserve Fund / 00003421 (Version 10/5/20)**

**Capital Improvement Program (CIP) Budget**

|  | 2019-2020<br>Estimated Ending<br>Balance (YE ITD<br>Balance) | 2021-2022<br>Proposed  | 2021-2022 Total<br>(Balance +<br>Budget) | 2023-2024<br>Projected | 2025-2026<br>Projected |
|--|--|------------------------|--|------------------------|------------------------|
| <b>Capital Budget Revenue Sources:</b>     |  |                        |  |                        |                        |
| DOWNTOWN OFFICE BLDG GROUP                 |  | (1,955,722)            | (1,955,722)                              |                        |                        |
| COURTHOUSE GROUP                           |  | (335,033)              | (335,033)                                |                        |                        |
| YESLER BLDG GROUP                          |  |                        |  |                        |                        |
| EARLINGTON GROUP                           |  | (425,995)              | (425,995)                                |                        |                        |
| 24/7 FACILITIES BLDG GROUP                 | 3,967,324  | 12,352,143             | 16,319,467                               |                        |                        |
| 24/7 FACILITIES BLDG GROUP (REET Revenue)  |  |                        |  |                        |                        |
| 24/7 FACILITIES BLDG GROUP (BOND Proceeds) |  | 16,925,721             | 16,925,721                               | 44,467,564             |                        |
| DISTRICT COURT FACILITIES BLDG GROUP       |  | 2,012,704              | 2,012,704                                |                        |                        |
| KCSO PRECINCTS BLDG GROUP                  |  | 687,286                | 687,286                                  |                        |                        |
| PUBLIC HEALTH BLDG GROUP                   |  |                        |  |                        |                        |
| INDUSTRIAL/STORAGE BLDG GROUP              |  | 479,998                | 479,998                                  |                        |                        |
| GOAT HILL PARKING GROUP                    |  |                        |  |                        |                        |
| INTER-FUND BORROWING                       | 23,509,136   |                        | 23,509,136                               |                        |                        |
| BUILDING CATEGORY TOTAL                    |  |                        |  | 12,815,381             | 12,815,381             |
| FUND BALANCE                               | 18,617,699   | 1,000,000              | 19,617,699                               |                        |                        |
| <b>Total Capital Revenue</b>               | <b>\$ 46,094,159</b>   | <b>\$ 30,741,102</b>   | <b>\$ 76,835,261</b>                     | <b>\$ 57,282,945</b>   | <b>\$ 12,815,381</b>   |
| <b>Capital Expenditure Appropriation:</b>  |  |                        |  |                        |                        |
| DOWNTOWN OFFICE BLDG GROUP                 |  | 1,955,722              | 1,955,722                                |                        |                        |
| COURTHOUSE GROUP                           |  | 335,033                | 335,033                                  |                        |                        |
| YESLER BLDG GROUP                          |  |                        |  |                        |                        |
| EARLINGTON GROUP                           |  | 425,995                | 425,995                                  |                        |                        |
| 24/7 FACILITIES BLDG GROUP                 |  | (13,352,143)           | (12,352,143)                             |                        |                        |
| 24/7 FACILITIES BLDG GROUP (REET Revenue)  |  |                        |  |                        |                        |
| 24/7 FACILITIES BLDG GROUP (BOND Proceeds) |  | (16,925,721)           | (16,925,721)                             | (44,467,564)           | 0                      |
| DISTRICT COURT FACILITIES BLDG GROUP       |  | (2,012,704)            | (2,012,704)                              |                        |                        |
| KCSO PRECINCTS BLDG GROUP                  |  | (687,286)              | (687,286)                                |                        |                        |
| PUBLIC HEALTH BLDG GROUP                   |  |                        |  |                        |                        |
| INDUSTRIAL/STORAGE BLDG GROUP              |  | (479,998)              | (479,998)                                |                        |                        |
| GOAT HILL PARKING GROUP                    |  |                        |  |                        |                        |
| BUILDING CATEGORY TOTAL                    | (46,094,159)   |                        | (46,094,159)                             | (12,815,381)           | (12,815,381)           |
| FUND BALANCE TRANSFER                      |  |                        |  |                        |                        |
| <i>Dissappropriations (positive)</i>       |  |                        |  |                        |                        |
| <b>Total Capital Appropriation</b>         | <b>\$ (46,094,159)</b>                                       | <b>\$ (30,741,102)</b> | <b>\$ (75,835,261)</b>                   | <b>\$ (57,282,945)</b> | <b>\$ (12,815,381)</b> |

**CIP Fund Financial Position**

|   | 2019-2020<br>Biennial to Date<br>Actuals as<br>JUN,2020 | 2019-2020<br>Estimated | 2021-2022<br>Biennial to Date<br>Actuals | 2021-2022<br>Estimated | 2023-2024<br>Projected | 2025-2026<br>Projected |
|---|---|------------------------|--|------------------------|------------------------|------------------------|
| <b>Beginning Fund Balance</b>                           | <b>18,738,932</b>                                       | <b>18,738,932</b>      |  | <b>18,617,699</b>      | <b>4,000,000</b>       | <b>2,000,000</b>       |
| <b>Capital Revenue Funding Sources</b>                  |   |                        |  |                        |                        |                        |
| DOWNTOWN OFFICE BLDG GROUP                              | 13,033,778  | 9,464,252              |  | 5,058,047              |                        |                        |
| COURTHOUSE GROUP  | 1,742,933   | 2,323,910              |  | 1,988,876              |                        |                        |
| YESLER BLDG GROUP                                       | -   | -                      |  | -                      |                        |                        |
| EARLINGTON GROUP  | 744,738   | 992,984                |  | 566,988                |                        |                        |
| 24/7 FACILITIES BLDG GROUP                              | 4,083,024   | 4,444,032              |  | 2,981,449              |                        |                        |
| 24/7 FACILITIES BLDG GROUP (REET Revenue)               | -   | 1,000,000              |  | -                      |                        |                        |
| 24/7 FACILITIES BLDG GROUP (BOND Proceeds)              | -   | -                      |  | 16,925,721             | 44,467,564             | 0                      |
| DISTRICT COURT FACILITIES BLDG GROUP                    | 163,748   | 218,330                |  | 80,524                 |                        |                        |
| KCSO PRECINCTS BLDG GROUP                               | 82,908  | 110,544                |  | (109,404)              |                        |                        |
| PUBLIC HEALTH BLDG GROUP                                | 156,002   | 208,002                |  | 208,002                |                        |                        |
| INDUSTRIAL/STORAGE BLDG GROUP                           | 580,044   | 359,520                |  | 359,520                |                        |                        |
| GOAT HILL PARKING GROUP                                 | 476,922   | 635,896                |  | 635,896                |                        |                        |
| FUND BALANCE TRANSFER                                   | -   | -                      |  | 3,967,324              |                        |                        |
| INTER-FUND BORROWING                                    | -   | -                      |  | 23,326,888             |                        |                        |
| BUILDING CATEGORY TOTAL                                 |   |                        |  |                        | 12,815,381             | 12,815,381             |
| ADMINISTRATIVE/OTHER GROUP                              | 2,668   | -                      |  | -                      |                        |                        |
| <b>Total Capital Revenue</b>                            | <b>\$ 21,066,763</b>                                    | <b>\$ 19,757,470</b>   | <b>\$ -</b>                              | <b>\$ 55,989,831</b>   | <b>\$ 57,282,945</b>   | <b>\$ 12,815,381</b>   |
| <b>Capital Expenditures</b>                             |   |                        |  |                        |                        |                        |
| DOWNTOWN OFFICE BLDG GROUP                              | (3,112,380)   | (520,550)              |  | 1,955,722              |                        |                        |
| COURTHOUSE GROUP  | (607,196)   | -                      |  | 335,033                |                        |                        |
| YESLER BLDG GROUP                                       | (358,826)   | (335,378)              |  | -                      |                        |                        |
| EARLINGTON GROUP  | (563,099)   | (775,054)              |  | 425,995                |                        |                        |
| 24/7 FACILITIES BLDG GROUP                              | (4,219,378)   | (13,993,127)           |  | (8,352,143)            | (2,000,000)            | (2,000,000)            |
| 24/7 FACILITIES BLDG GROUP (REET Revenue)               |   |                        |  |                        |                        |                        |
| 24/7 FACILITIES BLDG GROUP (BOND Proceeds) <sup>7</sup> |   |                        |  | (16,925,721)           | (44,467,564)           | 0                      |
| DISTRICT COURT FACILITIES BLDG GROUP                    | (424,387)   | (1,675,380)            |  | (2,012,704)            |                        |                        |
| KCSO PRECINCTS BLDG GROUP                               | (335,023)   | (771,715)              |  | (687,286)              |                        |                        |
| PUBLIC HEALTH BLDG GROUP                                | -   | -                      |  | -                      |                        |                        |
| INDUSTRIAL/STORAGE BLDG GROUP                           | (693,487)   | (1,807,499)            |  | (479,998)              |                        |                        |
| GOAT HILL PARKING GROUP                                 | (140,780)   | -                      |  | -                      |                        |                        |
| BUILDING CATEGORY TOTAL                                 |   |                        |  | (44,866,428)           | (12,815,381)           | (12,815,381)           |
| ADMINISTRATIVE/OTHER GROUP                              | (6,235)   | -                      |  | -                      |                        |                        |
| <b>Total Capital Expenditures</b>                       | <b>\$ (10,460,792)</b>                                  | <b>\$ (19,878,703)</b> | <b>\$ -</b>                              | <b>\$ (70,607,530)</b> | <b>\$ (59,282,945)</b> | <b>\$ (14,815,381)</b> |
| <b>Other Fund Transactions</b>                          |   |                        |  |                        |                        |                        |
|   |   |                        |  |                        |                        |                        |
| <b>Ending Fund Balance</b>                              | <b>\$ 29,344,903</b>                                    | <b>\$ 18,617,699</b>   | <b>\$ -</b>                              | <b>\$ 4,000,000</b>    | <b>\$ 2,000,000</b>    | <b>\$ -</b>            |
| <b>Fund Balance designated to current projects*</b>     | <b>\$ (29,344,903)</b>                                  | <b>\$ (18,617,699)</b> | <b>\$ -</b>                              | <b>\$ -</b>            | <b>\$ -</b>            | <b>\$ -</b>            |
| <b>Reserves</b>   |   |                        |  |                        |                        |                        |
| Expenditure Reserve(s) (Carryover)                      | (26,167,167)  | (27,476,460)           |  | (5,227,731)            | (3,045,483)            | (3,045,483)            |
| Planned Project Cancellation                            | 2,304,708   | 2,304,708              |  | 1,227,731              | 1,045,483              | 1,045,483              |
| <b>Total Reserves</b>                                   | <b>\$ (23,862,459)</b>                                  | <b>\$ (25,171,752)</b> | <b>\$ -</b>                              | <b>\$ (4,000,000)</b>  | <b>\$ (2,000,000)</b>  | <b>\$ (2,000,000)</b>  |
| Projected Shortfall                                     | (23,862,459)  | (25,171,752)           |  |                        |                        |                        |
| <b>Ending Undesignated Fund Balance</b>                 | <b>0</b>  | <b>0</b>               | <b>0</b>                                 | <b>0</b>               | <b>0</b>               | <b>0</b>               |

**Financial Plan Notes**

**CIP Budget Notes:**

All financial plans have the following assumptions, unless otherwise noted in below rows.

Revenue Notes: In the 2021-2022 proposed budget the \$1 million REET contribution previously allocated to the MMRF fund has been reallocated in a revised prioritization process. The revenue to this fund is pass through revenue collected from agencies in leased space and paid to landlords.

Appropriation Notes:

Nearly half of the projected carryover budget from the 2019-2020 budget to the 2021-2022 budget is the \$23 million project to replace the defective water pipes in the King County Correctional Facility. This corresponds to the interfund borrowing amount in the revenue section.

In the 2021-2022 and 2023-2024 a total of \$61 million in projects are proposed and bond financed to primarily address roof and HVAC infrastructure that has reached the end of its useful life at the MRJC facility.

As in the 2019-2020 biennial budget, the 2021-2022 budget includes an estimate of unfunded deferred maintenance for facility groups in the outyears of the six year capital plan. This information is included for explanatory purposes and is not included in the financial plan because there is insufficient revenue available to fund the projects.

**CIP Fund Financial Position:**

All financial plans have the following assumptions, unless otherwise noted in below rows.

Biennial to Date (BTD) expenditures and revenue reflect EBS totals for budgetary accounts as of the most recent closed month.

2019-2020 Actuals reflect 2019-2020 amounts in EBS.

2021-2022 Estimated column reflects the best estimate for the biennium based on actuals and should be informed by the fund's spending plan.

Outyear revenue projections and expenditure estimates are based on the most recent projections and reflect current project plans.

Revenues Notes: The removal of the \$1 million REET revenue backing beginning in the 2021-2022 biennium causes the ending balance to be reduced by approximately \$1 million each year. The project underspend and cancellation required to balance the fund are shown in the reserve section.

Expenditure Notes:

Reserve Notes: The result of the \$1 million REET reduction, is shown as carryover and a planned project cancellation in the next biennial budget.

PA103 reports pulled from EBS on 9/10/20.

Financial Plan prepared Li Fang Yu and Sid Bender 9/10/20

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: Facilities Mgmt, Fund: 3951 BLDG REPAIR/REPL SUBFUND, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3951 BLDG REPAIR/REPL SUBFUND - Facilities Mgmt |   |          |             |   |
|---|---|----------|-------------|---|
| Project Number                                  | Project Name Class Code                   | Tech Adj | FY21-22     | Narratives  |
| 1040824   | DES FMD DIST CRT ACCESS CNTROL STANDALONE | ✓        | (\$59,759)  | <b>Current Scope:</b> The district court access control project has been completed.<br><b>Budget Request Basis:</b> The project has been completed and the remaining budget is adjusted to close the project.   |
| 1040874   | DES FMD CAPITAL PRJCT OVERSGHT ADMIN      |          | \$34,612    | <b>Current Scope:</b> Auditor Capital Project Oversight - Biennial allocation of Council Auditor Capital Project Oversight costs.<br><b>Budget Request Basis:</b> Budget appropriation supports cost of Capital Project Oversight work of Capital Projects by King County Auditor   |
| 1116721   | DES FMD SUP CRT KEY CARD READR STANDALONE | ✓        | \$7,182     | <b>Current Scope:</b> The Superior Court Key Card Reader installation project has been completed.<br><b>Budget Request Basis:</b> The project has been completed and the remaining budget is adjusted to close the project.   |
| 1116723   | DES FMD KCCH COURTROOM CAMERAS STANDALONE | ✓        | \$124,113   | <b>Current Scope:</b> The KCCH courtroom camera installation project has been completed.<br><b>Budget Request Basis:</b> The project has been completed and the remaining budget is adjusted to close the project.  |
| 1117106   | DES FMD CHILD/FAM JUSTICE CTR STANDALONE  |          | \$1,192,036 | <b>Current Scope:</b> Children and Family Justice Center - Redevelopment of the existing 9.1 acre Youth Services Center site to include a 137,000 sf courthouse, 98,000 detention facility and parking garage for the new Children and Family Justice Center.<br><b>Budget Request Basis:</b> This project includes a series of modifications to the secure detention facility at the CFJC intended to support a public health approach to detention. Changes include the introduction of body scanners (to eliminate strip and search practices), anti-ligature modifications to prevent opportunities for self-harm to the greatest extent possible, and revised paint schemes including the provision of chalkboard paint to create a more normative environment. This project includes both design and implementation costs. The \$1.2 million requested appropriation will fund the design and implementation of necessary juvenile detention modifications. Projected spending includes design costs, construction materials, and installation costs. The requested budget is required to fund these modifications. The modifications will be complete in 2021. |
| 1120507   | DES FMD OPD TRANSITION STANDALONE         | ✓        | \$199       | <b>Current Scope:</b> The DPD space planning project has been completed.<br><b>Budget Request Basis:</b> The project has been completed and the remaining budget is adjusted to close the project.  |
| 1120508   | DES FMD OPD PLANNING STANDALONE           | ✓        | \$12,064    | <b>Current Scope:</b> The project to plan the move of the Department of Public Defense staff to the Dexter Horton Building has been completed.<br><b>Budget Request Basis:</b> The project has been completed and the remaining budget is adjusted to close the project.  |

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: Facilities Mgmt, Fund: 3951 BLDG REPAIR/REPL SUBFUND, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3951 BLDG REPAIR/REPL SUBFUND - Facilities Mgmt |  |             |             |  |
|---|--|-------------|-------------|--|
| Project Number                                  | Project Name<br>Class Code   | Tech<br>Adj | FY21-22     | Narratives   |
| 1121771   | <b>DES FMD PRELIM PLAN &amp; DESIGN FOR RELOCATIONS (Quick Response Contingency)</b><br>PROGRAMMATIC |             | \$250,000   | <b>Current Scope:</b> This project provides the budget flexibility to address planning and preliminary design needs for projects not anticipated during the biennial budget process while requiring immediate action prior to inclusion in the omnibus supplemental budget ordinance process. Once this planning and preliminary design phase is complete using this project budget, then the full project is proposed by the Executive and adopted by the Council. The full project budget including the construction phase typically reimburses this project. And in biennia after 2021-2022 a budget planning level amount is budgeted in this fund until the known projects are identified in the following biennial budget process.<br><b>Budget Request Basis:</b> The budget proposal for 2021-2022 is to cover unexpected needs during the 2021-2022 biennium and placeholder planning level amounts in the following two biennia. |
| 1123605   | <b>DES FMD MRJC SPACE EFFIC</b><br>STANDALONE  | ✓           | \$277       | <b>Current Scope:</b> The project to evaluate space utilization options at the MRJC and implement priority reallocations has been completed.<br><b>Budget Request Basis:</b> The project has been completed and the remaining budget is adjusted to close the project.   |
| 1123609   | <b>DES FMD CNK MECHANICAL HVAC REPAIRS</b><br>PROGRAMMATIC   | ✓           | \$21,643    | <b>Current Scope:</b> The Chinook Building mechanical systems and HVAC repair project has been completed.<br><b>Budget Request Basis:</b> The project has been completed and the remaining budget is adjusted to close the project.  |
| 1124146   | <b>DES FMD BELLEVUE DC RELOCATION</b><br>PROGRAMMATIC  | ✓           | \$65,560    | <b>Current Scope:</b> The project to relocate the Bellevue District Court has been completed.<br><b>Budget Request Basis:</b> The project has been completed and the remaining budget is adjusted to close the project.  |
| 1125015   | <b>DES FMD YESLER BRIDGE UTILITIES RELOCATION</b><br>STANDALONE                                      | ✓           | (\$625,021) | <b>Current Scope:</b> The project to move KCIT infrastructure to accommodate the rehabilitation of the Yesler Bridge has been completed.<br><b>Budget Request Basis:</b> The project has been completed and the remaining budget is adjusted to close the project.   |
| 1129041   | <b>DES FMD MRJC SOLAR ENERGY</b><br>STANDALONE   | ✓           | \$2,581     | <b>Current Scope:</b> The project to install solar panels at the MRJC has been completed.<br><b>Budget Request Basis:</b> The project has been completed and the remaining budget is adjusted to close the project.  |
| 1129340   | <b>DES FMD ITA COURTROOM-second reconfiguration</b><br>PROGRAMMATIC                                  | ✓           | \$21,980    | <b>Current Scope:</b> The project to improve space configuration at the ITA court and to install a courtroom is complete.<br><b>Budget Request Basis:</b> The project has been completed and the remaining budget is adjusted to close the project.  |
| 1129759   | <b>DES FMD PH COLUMBIA DENTAL CLINIC FACILITY REPAIR AND UPGRADES</b><br>STANDALONE                  | ✓           | (\$283,195) | <b>Current Scope:</b> The project work at the Columbia Public Health Dental facility has been completed.<br><b>Budget Request Basis:</b> The project has been completed and the remaining budget is adjusted to close the project.   |

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: Facilities Mgmt, Fund: 3951 BLDG REPAIR/REPL SUBFUND, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3951 BLDG REPAIR/REPL SUBFUND - Facilities Mgmt |   |          |             |  |
|---|---|----------|-------------|--|
| Project Number                                  | Project Name Class Code                                     | Tech Adj | FY21-22     | Narratives   |
| 1129760   | DES FMD BR&R PH NORTH SEATTLE DENTAL CLINIC TI'S STANDALONE | ✓        | (\$177,310) | <b>Current Scope:</b> The tenant improvement project at the North Dental Clinic has been completed.<br><b>Budget Request Basis:</b> The project has been completed and the remaining budget is adjusted to close the project.  |
| 1129769   | DES FMD BULLET PROOF GLASS STANDALONE                       | ✓        | (\$11,071)  | <b>Current Scope:</b> Installation of bullet proof glass in the Courthouse has been completed.<br><b>Budget Request Basis:</b> The project has been completed and the remaining budget is adjusted to close the project.   |
| 1129781   | DES FMD GENDER NEUTRAL RESTRMS STANDALONE                   | ✓        | (\$50,805)  | <b>Current Scope:</b> The gender neutral bathroom conversions have been completed.<br><b>Budget Request Basis:</b> The project has been completed and the remaining budget is adjusted to close the project.   |
| 1129783   | DES FMD WELLNESS ROOM STANDALONE                            | ✓        | (\$22,836)  | <b>Current Scope:</b> The wellness room project has been completed.<br><b>Budget Request Basis:</b> The project has been completed and the remaining budget is adjusted to close the project.  |
| 1130313   | DES FMD CIVIC CAMPUS PLANNING STANDALONE                    |          | \$1,499,653 | <b>Current Scope:</b> Civic Campus Planning - The project will implement the early phases of the Civic Campus Plan. Key tasks to include:<br>1.) Project Initiation: a.) assemble project team, b.) select consultant(s), c.) develop vision, guiding principles, concepts and goals; d.) engage stakeholders and community; and e.) create project charter and project management plan,<br>2.) Facility Needs Analysis: a.) identify operational and space needs by agency, b.) identify campus-wide operational and space needs by agency, and c.) create facility needs analysis report, and<br>3.) form a Project Steering Committee with members from the separately elected offices, the County Council, Executive, DAJD, and other departments/agencies.<br><b>Budget Request Basis:</b> This project will continue the Master Planning for the Civic Campus Plan by confirming Programming requirements, including emerging spatial and operational guidance from the Covid-19 pandemic, incorporating emerging changes in how social justice impact future programming of facilities for the judicial, law enforcement and detention, in addition to exploring and confirming rezoning options with the City of Seattle. The requested appropriation will support the continued development and refinement of the Civic Campus Master Plan. Projected spending includes fully burdened staff time and the design consultant team. |
| 1132351   | DES FMD KCCH JURY ROOM RESTROOMS STANDALONE                 | ✓        | (\$4,074)   | <b>Current Scope:</b> The KCCH jury room restroom project has been completed.<br><b>Budget Request Basis:</b> The project has been completed and the remaining budget is adjusted to close the project.  |

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: Facilities Mgmt, Fund: 3951 BLDG REPAIR/REPL SUBFUND, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3951 BLDG REPAIR/REPL SUBFUND - Facilities Mgmt |  |          |             |  |
|---|--|----------|-------------|--|
| Project Number                                  | Project Name Class Code  | Tech Adj | FY21-22     | Narratives   |
| 1132363   | DES FMD BRR<br>KCSO PHOTO BAL<br>RELOCATION TO<br>THE NEW AFIS LAB<br>STANDALONE | ✓        | \$11,196    | <b>Current Scope:</b> The KCSO photo lab relocation project to the Blackriver Building has been completed.<br><b>Budget Request Basis:</b> The project has been completed and the remaining budget is adjusted to close the project.   |
| 1133778   | DES FMD DEPT. OF<br>THE PUBLIC<br>DEFENDER KENT<br>EXPANSION<br>STANDALONE       | ✓        | \$57,726    | <b>Current Scope:</b> The project to increase the capacity for the Department of Public Defense near the MRJC in Kent has been completed.<br><b>Budget Request Basis:</b> The project has been completed and the remaining budget is adjusted to close the project.  |
| 1135008   | DES FMD PUBLIC<br>HEALTH<br>DOWNTOWN<br>SEATTLE DENTAL<br>STANDALONE             |          | (\$520,000) | <b>Current Scope:</b> The scope of the Downtown Public Health Clinic has been changed, re-estimated and proposed in a separate project in the 2021-2022. This project is replaced by the revised Downtown Public Health Clinic.<br><b>Budget Request Basis:</b> This project is proposed for cancellation to reallocate revenue backing for a new project scope in the 2021-2022 biennium for the Downtown Public Health Clinic.   |
| 1139524   | DES FMD DPD<br>MOVE TO JEFF<br>BLDG<br>STANDALONE                                |          | \$2,945,339 | <b>Current Scope:</b> The Department of Public Defense (DPD) Consolidation included 3 phases: Dexter Horton for services at the King County Courthouse, Kent Valley for the Maleng Regional Justice Center, and Jefferson Building for the Child and Family Justice Center (CFJC). This is part of the third phase of the Department of Public Defense Consolidation to serve the CFJC. This project will program, design and construct tenant improvements to house one division of the Department of Public Defense providing services to the new CFJC within leased space<br><b>Budget Request Basis:</b> This budget request is tied to the opening of the courts at the CFJC in the spring of 2021. This request will pay for all phases of the project management, tenant improvements, and relocation of staff. The basis of the budgetary estimate is on construction cost per square foot, number of staff, and data costs per square foot. |
| 1139525   | DES FMD<br>DOWNTOWN PH<br>BUPE PRGM<br>STANDALONE                                |          | \$918,655   | <b>Current Scope:</b> Downtown Public Health – This project is to complete the space improvements requirements for the BUPE (Buprenorphine) Program on the 4th floor of the building.<br><b>Budget Request Basis:</b> This budget is requested to complete an important clinical area on the 4th floor. The BUPE expansion program has high priority to the public health program. The budget was determined by the fully developed construction documentation.  |
| 1139528   | DES FMD<br>TELECOMMUTE<br>CONSOLIDTN<br>DES FMD PRELIM PLAN<br>& DESIGN          |          | \$9,000,000 | <b>Current Scope:</b> Consolidation of the office space to reduce costs and shutdown the KC Administration building and the Yesler building.<br><b>Budget Request Basis:</b> Proposed to reduce costs as King County responds to a drop in economy.  |

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: Facilities Mgmt, Fund: 3951 BLDG REPAIR/REPL SUBFUND, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

|  |              |                     |
|--|--------------|---------------------|
| <b>3951 - BLDG REPAIR/REPL<br/>SUBFUND</b> | <b>Total</b> | <b>\$14,410,745</b> |
| <b>Grand Total</b>                         |              | <b>\$14,410,745</b> |

**2021-2022 Proposed Financial Plan**  
**FMD Building Repair and Replacement Fund/000003951**

**Capital Improvement Program (CIP) Budget**

|  | 2019-2020<br>Estimated Ending<br>Balance<br>(YE ITD Balance) | 2021-2022<br>Executive<br>Proposed | 2021-2022 Total<br>(Balance +<br>Budget) | 2023-2024<br>Projected | 2025-2026<br>Projected |
|--|--|------------------------------------|--|------------------------|------------------------|
| <b>Capital Budget Revenue Sources:</b> |  |                                    |  |                        |                        |
| Revenue Backing from Fund Balance      |  | -                                  | -  | -                      | -                      |
| Levy for CFJC                          | 30,000,000   | 1,192,036                          | 31,192,036                               | -                      | -                      |
| Insurance Recovery                     |  | -                                  | -  | -                      | -                      |
| Other Revenue                          | 29,000,000   | 13,218,709                         | 42,218,709                               | 4,000,000              | 4,000,000              |
| <b>Total Capital Revenue</b>           | <b>\$ 59,000,000</b>   | <b>\$ 14,410,745</b>               | <b>\$ 73,410,745</b>                     | <b>\$ 4,000,000</b>    | <b>\$ 4,000,000</b>    |
| <b>Capital Appropriation:</b>          |  |                                    |  |                        |                        |
| CFJC                                   | (30,000,000)   | (1,192,036)                        | (31,192,036)                             | -                      | -                      |
| NJB Electrical                         | (18,000,000)   | -                                  | (18,000,000)                             | -                      | -                      |
| Other Projects                         | (29,000,000)   | (14,972,780)                       | (43,972,780)                             | (4,000,000)            | (4,000,000)            |
| Disappropriations (positive)           | 18,000,000   | 1,754,071                          | 19,754,071                               | -                      | -                      |
| <b>Total Capital Appropriation</b>     | <b>\$ (59,000,000)</b>                                       | <b>\$ (14,410,745)</b>             | <b>\$ (73,410,745)</b>                   | <b>\$ (4,000,000)</b>  | <b>\$ (4,000,000)</b>  |

**CIP Fund Financial Position**

|  | 2019-2020<br>Biennial to Date<br>Actuals | 2019-2020<br>Estimated  | 2021-2022<br>Biennial to Date<br>Actuals | 2021-2022<br>Estimated | 2023-2024<br>Projected | 2025-2026<br>Projected |
|--|--|-------------------------|--|------------------------|------------------------|------------------------|
| <b>Beginning Fund Balance</b>                                | <b>(6,160,274)</b>                       | <b>(6,160,274)</b>      | <b>-</b>                                 | <b>(49,730,377)</b>    | <b>(1,430,385)</b>     | <b>331,106</b>         |
| <b>Capital Funding Sources</b>                               |  |                         |  |                        |                        |                        |
| Revenue Backing from Fund Balance                            | -  | -                       | -  | -                      | -                      | -                      |
| General Fund   | 1,232,786                                | 1,600,000               | -  | -                      | 4,000,000              | 4,000,000              |
| Levy for CFJC  | 26,913,466                               | 51,766,904              | -  | 27,378,306             | 777,101                | -                      |
| CFJC Property Sales  | -  | -                       | -  | 3,036,629              | -                      | -                      |
| Levy for AFIS  | 7,470,342                                | 7,970,342               | -  | 1,441,626              | -                      | -                      |
| Bond Proceeds  | 254,073                                  | -                       | -  | -                      | -                      | -                      |
| Streamlined Rate Reimbursement for TI's                      | 1,262,723                                | 2,000,000               | -  | 1,010,177              | 904,390                | -                      |
| Insurance Reimbursement                                      | -  | -                       | -  | -                      | -                      | -                      |
| COVID  | 4,580                                    | 1,500,000               | -  | 46,488,526             | -                      | -                      |
| Other Revenue  | 5,159,369                                | 34,040,953              | -  | 28,919,545             | -                      | -                      |
| Alder School Reimbursement                                   | -  | -                       | -  | 1,000,000              | -                      | -                      |
| <b>Total Capital Revenue</b>                                 | <b>\$ 42,297,338</b>                     | <b>\$ 98,878,199</b>    | <b>\$ -</b>                              | <b>\$ 109,274,809</b>  | <b>\$ 5,681,491</b>    | <b>\$ 4,000,000</b>    |
| <b>Capital Expenditures</b>                                  |  |                         |  |                        |                        |                        |
| CFJC   | (36,578,328)                             | (51,054,611)            | -  | (31,192,036)           | -                      | -                      |
| AFIS Relocation Project                                      | (6,658,829)                              | (7,158,829)             | -  | (1,441,626)            | -                      | -                      |
| Insurance Reimbursement                                      | (2,205,383)                              | (2,205,383)             | -  | -                      | -                      | -                      |
| COVID  | (5,117,279)                              | (47,988,526)            | -  | -                      | -                      | -                      |
| Other Projects   | (22,375,391)                             | (34,040,953)            | -  | (28,919,545)           | (4,000,000)            | (4,000,000)            |
| Interfund Loan Repayment                                     | -  | -                       | -  | -                      | -                      | -                      |
| Administrative Projects                                      | -  | -                       | -  | -                      | -                      | -                      |
| <b>Total Capital Expenditures</b>                            | <b>\$ (72,935,210)</b>                   | <b>\$ (142,448,302)</b> | <b>\$ -</b>                              | <b>\$ (61,553,207)</b> | <b>\$ (4,000,000)</b>  | <b>\$ (4,000,000)</b>  |
| <b>Other Fund Transactions</b>                               |  |                         |  |                        |                        |                        |
| Projected 2% Underexpenditure of Other Projects              | -  | -                       | -  | 578,391                | 80,000                 | 80,000                 |
| <b>Ending Fund Balance</b>                                   | <b>\$ (36,798,146)</b>                   | <b>\$ (49,730,377)</b>  | <b>\$ -</b>                              | <b>\$ (1,430,385)</b>  | <b>\$ 331,106</b>      | <b>\$ 411,106</b>      |
| <b>Fund Balance designated to current projects*</b>          |  |                         |  |                        |                        |                        |
|  | \$ -                                     | \$ -                    | \$ -                                     | \$ -                   | \$ -                   | \$ -                   |
| <b>Reserves</b>  |  |                         |  |                        |                        |                        |
| Other Carryover  | (63,040,953)                             | (29,000,000)            | -  | -                      | -                      | -                      |
| CFJC Carryover   | (44,476,283)                             | (30,000,000)            | -  | -                      | -                      | -                      |
| CFJC Levy Pending Collections                                | 28,155,407                               | 32,733,274              | -  | -                      | -                      | -                      |
| Other Revenue  | 73,773,929                               | 29,000,000              | -  | -                      | -                      | -                      |
| Streamlined Rate Reimbursement for Tenant Improvements (TIs) | 1,914,567                                | -                       | -  | -                      | -                      | -                      |
| Covid Reimbursement  | 5,112,766                                | 46,488,526              | -  | -                      | -                      | -                      |
| Project Over expenditures                                    | 324,318                                  | 324,318                 | -  | -                      | -                      | -                      |
| Project Pre-collected revenue                                | (9,120,770)                              | (9,120,770)             | -  | -                      | -                      | -                      |
| Month end close revenue collection timing diff.              | 16,054                                   | 16,054                  | -  | -                      | -                      | -                      |
| Projected Underexpenditure                                   | -  | -                       | -  | -                      | -                      | -                      |
| <b>Total Reserves</b>  | <b>\$ (7,340,965)</b>                    | <b>\$ 40,441,402</b>    | <b>\$ -</b>                              | <b>\$ -</b>            | <b>\$ -</b>            | <b>\$ -</b>            |
| Projected Shortfall  | -  | 9,288,975               | -  | 1,430,385              | -                      | -                      |
| <b>Ending Undesignated Fund Balance</b>                      | <b>\$ -</b>                              | <b>\$ -</b>             | <b>\$ -</b>                              | <b>\$ -</b>            | <b>\$ 331,106</b>      | <b>\$ 411,106</b>      |

**Financial Plan Notes**

**CIP Budget Notes:**

All financial plans have the following assumptions, unless otherwise noted in below rows.  
 2019-2020 Estimated Ending Balance column reflects the best estimate of the inception to date budget balances and actual balances after 2019 is closed.  
 2021-2022 Proposed Budget is consistent with PIC for Executive Proposed Budget.  
 2021-2022 Total Budget sums the Estimated Ending Balance Budget and the 2021-2022 Budget.  
 Outyear revenue and expenditure budget assumptions tie to the outyears of the Ordinance Attachment by Fund report in PIC, with exceptions explicitly noted.

**Revenue Notes:**

The CFJC project will be funded using a combination of levy proceeds and property sales.

**Appropriation Notes:**

The \$4 million estimate in the outyears is backed by estimated General Fund transfers for projects to be determined in a future budget process.  
 The 18M disappropriation shown in the carryover section disappropriates the completed NJB electrical repair project. This project will be disappropriated in the corrections ordinance in 2021. There is no carryover revenue associated with this project.

**CIP Fund Financial Position:**

All financial plans have the following assumptions, unless otherwise noted in below rows.  
 Biennial to Date (BTD) expenditures and revenue reflect EBS totals for budgetary accounts as of the most recent closed month.  
 2019-2020 Actuals reflect 2019-2020 amounts in EBS.  
 2021-2022 Estimated column reflects the best estimate for the biennium based on actuals and should be informed by the fund's spending plan.  
 Outyear revenue projections and expenditure estimates are based on the most recent projections and reflect current project plans.  
 Revenues Notes: The COVID-19 reimbursement will be collected for the most part in the 2023-2024 biennium from FEMA and CARES Act funding.  
 Expenditure Notes: COVID-19 expenditures beyond the 2021-2022 biennium will be proposed in supplemental budget ordinances if necessary.  
 Reserve Notes:

Add date data pulled, from what system, and by whom: PA118, GL030 K. Pravitz  
 Add date the financial plan was last updated and by whom: 9/15/20 by Sid Bender

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: Facilities Mgmt, Fund: 3350 YOUTH SRVS FACILTS CONST, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3350 YOUTH SRVS FACILTS CONST - Facilities Mgmt |                                  |              |                  |   |
|---|----------------------------------|--------------|------------------|---|
| Project Number                                  | Project Name Class Code          | Tech Adj     | FY21-22          | Narratives  |
| 1121298   | DES FMD 3350 T/T<br>3951 1117106 |              | \$272,908        | <p><b>Current Scope:</b> Budget in this project makes budget authority available to transfer CFJC property tax levy collections to reimburse approved project budget in the CFJC construction project (project number 1117106 in Fund 3951 Building Repair and Replacement).</p> <p><b>Budget Request Basis:</b> As property tax revenues for the CFJC revenue is forecasted budget is proposed to enable transfer to reimburse CFJC project costs in the Building Repair and Replacement Fund.</p> |
| <b>3350 - YOUTH SRVS FACILTS CONST</b>          |                                  | <b>Total</b> | <b>\$272,908</b> |   |
| <b>Grand Total</b>                              |                                  |              | <b>\$272,908</b> |   |

**2021-2022 Proposed Financial Plan  
FMD CFJC Levy Fund/ 000003350**

**Capital Improvement Program (CIP) Budget**

|  | 2019-2020<br>Estimated<br>Ending Balance<br>(YE ITD Balance) | 2021-2022<br>Proposed | 2021-2022<br>Total (Balance<br>+ Budget) | 2023-2024<br>Projected | 2025-2026<br>Projected |
|--|--|-----------------------|--|------------------------|------------------------|
| <b>Capital Budget Revenue Sources:</b> |  |                       |  |                        |                        |
| Fund Balance                           | 422,685  | -                     | 422,685                                  | 652,101                | -                      |
| CFJC Levy                              | 26,533,581   | 272,908               | 26,806,489                               |                        |                        |
| Delinquent Collections and Interest    |  |                       | -  | 125,000                |                        |
| <b>Total Capital Revenue</b>           | \$ 26,956,266  | \$ 272,908            | \$ 27,229,174                            | \$ 777,101             | \$ -                   |
| <b>Capital Appropriation:</b>          |  |                       |  |                        |                        |
| Lease Payments                         | 26,956,266   | 272,908               | 27,229,174                               | 777,101                |                        |
| <i>Disappropriations (positive)</i>    | -  | -                     | -  | -                      | -                      |
| <b>Total Capital Appropriation</b>     | \$ 26,956,266  | \$ 272,908            | \$ 27,229,174                            | \$ 777,101             | \$ -                   |

**CIP Fund Financial Position**

|   | 2019-2020<br>Biennial to Date<br>Actuals As of<br>6/30/20 | 2019-2020<br>Estimated | 2021-2022<br>Biennial to<br>Date Actuals | 2021-2022<br>Estimated | 2023-2024<br>Projected | 2025-2026<br>Projected |
|---|---|------------------------|--|------------------------|------------------------|------------------------|
| <b>Beginning Fund Balance</b>                       | \$ 158,464  | \$ 158,464             | \$ -                                     | \$ 422,685             | \$ 652,101             | \$ -                   |
| <b>Capital Funding Sources</b>                      |   |                        |  |                        |                        |                        |
| CFJC Levy Collections                               | 39,647,001  | 52,464,221             | -  | 27,208,590             | -                      | -                      |
| Delinquent Levy Collections                         |   |                        |  | 250,000                | 125,000                |                        |
| <b>Total Capital Revenue</b>                        | \$ 39,647,001   | \$ 52,464,221          | \$ -                                     | \$ 27,458,590          | \$ 125,000             | \$ -                   |
| <b>Capital Expenditures</b>                         |   |                        |  |                        |                        |                        |
| Transfers to Fund 3951 CFJC Project                 | (39,139,628)  | (52,200,000)           | -  | (27,229,174)           | (777,101)              |                        |
| <b>Total Capital Expenditures</b>                   | \$ (39,139,628)   | \$ (52,200,000)        | \$ -                                     | \$ (27,229,174)        | \$ (777,101)           | \$ -                   |
| <b>Other Fund Transactions</b>                      |   |                        |  |                        |                        |                        |
|   |   | -                      | -  | -                      |                        |                        |
| <b>Ending Fund Balance</b>                          | \$ 665,837  | \$ 422,685             | \$ -                                     | \$ 652,101             | \$ -                   | \$ -                   |
| <b>Fund Balance designated to current projects*</b> | (665,837)   | (422,685)              | -  | (652,101)              | -                      | -                      |
| <b>Reserves</b>                                     |   |                        |  |                        |                        |                        |
|   |   |                        |  |                        |                        |                        |
| <b>Total Reserves</b>                               | -   | -                      | -  | -                      | -                      | -                      |
| Projected Shortfall                                 | -   | -                      | -  | -                      | -                      | -                      |
| <b>Ending Undesignated Fund Balance</b>             | -   | -                      | -  | -                      | -                      | -                      |

**Financial Plan Notes**

**CIP Budget Notes:**

All financial plans have the following assumptions, unless otherwise noted in below rows.

2019-2020 Estimated Ending Balance column reflects the best estimate of the inception to date budget balances and actual balances after 2019 is closed.

2021-2022 Proposed Budget is consistent with PIC for Executive Proposed Budget.

2021-2022 Total Budget sums the Estimated Ending Balance Budget and the 2021-2022 Budget.

Outyear revenue and expenditure budget assumptions tie to the outyears of the Ordinance Attachment by Fund report in PIC, with exceptions explicitly noted.

Revenue Notes:

The revenue is based on the most recent OEFA forecast.

Appropriation Notes:

Appropriation authorizes transfer of CFJC levy proceeds to reimburse CFJC project costs in the Building Repair and Replacement Fund (3951).

**CIP Fund Financial Position:**

All financial plans have the following assumptions, unless otherwise noted in below rows.

Biennial to Date (BTD) expenditures and revenue reflect EBS totals for budgetary accounts as of the most recent closed month.

2019-2020 Actuals reflect 2019-2020 amounts in EBS.

2021-2022 Estimated column reflects the best estimate for the biennium based on actuals and should be informed by the fund's spending plan.

Outyear revenue projections and expenditure estimates are based on the most recent projections and reflect current project plans.

Revenues Notes: Revenues are based on most recent OEFA forecast.

Expenditure Notes: Transfers will be made to reimburse project costs until the 2023-2024 biennium after the taxing authority expires and fund balance will be zero.



# FINANCE AND BUSINESS OPERATIONS DIVISION

## MISSION

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The Finance and Business Operations Division provides exceptional customer value for accounting, procurement, treasury, payroll, and small business services.

## OVERVIEW

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The vision for the Finance and Business Operations Division (FBOD) is to build the best run financial services for the best run government. FBOD delivers services to its customers via value streams. A value stream is a set of coordinated work activities involving multiple County agencies to deliver products or services to customers. FBOD is the primary business owner for the following value streams: procure-to-pay, billing-to-cash, budget-to-report, investment pool management, and debt issuance. FBOD shares business ownership for the assess-to-collect value stream with the Department of Assessments.

**2021-2022 Executive Proposed Operating Budget  
FINANCE AND BUSINESS OPERATIONS (EN\_A13800)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b>   | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-------------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>72,659,507</b>   | <b>68,434,079</b> | <b>188.5</b>   | <b>0.0</b> |
| Base Budget Adjustments                       | (797,472)           | (90,677)          | 0.0            | 0.0        |
| Decision Package Adjustments                  | (13,774,344)        | (11,979,444)      | (35.0)         | 2.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>58,087,691</b>   | <b>56,363,958</b> | <b>153.5</b>   | <b>2.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>58,088,000</b>   | <b>56,364,000</b> | <b>153.5</b>   | <b>2.0</b> |

**Notes**

1. The 2019-2020 Revised Budget equals the 2019-2020 Adopted Biennial Budget plus all Adopted Supplementals as of the publication of this document.

2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.

3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>   | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>Direct Service Changes</b>   |                     |                 |                |            |
| (DS_001) Reduce Non-Labor Accounts<br>Reduce various non-labor accounts to the level of minimum need for supplies and other services to meet target reduction. This allows the core functions of FBOD to continue but substantially reduces flexibility for funding emerging needs or initiatives that arise every biennium.  | (1,995,444)         | (1,995,444)     | 0.0            | 0.0        |
| (DS_002) Reduce and Reclassify Positions<br>Eliminate one position and reclassify positions that will be vacated as a result of the voluntary separation program.   | (402,175)           | (403,000)       | (1.0)          | 0.0        |
| (DS_003) King County Information Technology Contract Specialists Transfer<br>Transfer King County Information Technology positions to FBOD to enhance customer service for agencies and allow for better measurement of the costs/benefits of information technology (IT) contracts. This change is based findings from the 2019 Hackett study regarding the value of centralized procurement services. | 1,266,578           | 1,283,000       | 3.0            | 1.0        |
| (DS_004) Business Development and Contract Compliance (BDCC) Position Reductions<br>Reduce a project manager and field compliance officer in BDCC. Data indicates that current staffing levels are successfully handling the involved projects.   | (531,902)           | (539,000)       | (2.0)          | 0.0        |

**2021-2022 Executive Proposed Operating Budget  
FINANCE AND BUSINESS OPERATIONS (EN\_A13800)**

| Decision Package Adjustment Detail   | Expenditures | Revenues     | Reg FTE | TLT |
|--|--------------|--------------|---------|-----|
| (DS_005) IT Project Manager Position Reduction<br>Reduce a vacant IT project manager position, which was primarily used to stabilize and standardize work associated with the accountable business transformation project after go-live in 2012 and to lead other small-scale IT improvement projects in the assess-to-collect value stream. This position is no longer needed.  | (305,607)    | (309,000)    | (1.0)   | 0.0 |
| (DS_006) Procurement and Payables Section Position Reductions<br>Reduce a communications position and partially reduce a fiscal position in the Procurement and Payables section to meet reduction budget target.  | (393,995)    | (399,000)    | (1.5)   | 0.0 |
| (DS_007) Functional Analyst Position Reduction<br>Reduce a functional analyst position that provides support for special districts by manually entering general journal entries in the Oracle Accounting system and provides customer service.   | (230,302)    | (234,000)    | (1.0)   | 0.0 |
| (DS_008) Sound Transit Participation in Priority Hire Retention Contract<br>Add budget for a new contract focusing on the retention of priority hire construction workers in partnership with Sound Transit. FBOD has already included funding for the contract in the base budget request so this added request allows Sound Transit to participate in the contract, which will be administered by BDCC.  | 100,000      | 100,000      | 0.0     | 0.0 |
| <b>Administrative Service Changes</b>  |              |              |         |     |
| (AC_001) Consolidation of Fixed Assets Pilot<br>Pilot a program within the Department of Executive Services to consolidate staff resources involved in accounting for fixed assets. The pilot includes a new term-limited position and consulting expertise to analyze how the existing Oracle enterprise business system can be leveraged to better support accounting for fixed assets and consolidation of staff from Facilities Management Division and Fleet. | 947,056      | 789,000      | 2.0     | 1.0 |
| (AC_003) Treasury Scanner Project Transfer<br>Transfer funds to the capital budget to support the Treasury scanner project.  | 1,040,000    | 0            | 0.0     | 0.0 |
| (AC_010) Benefits, Payroll, and Retirement Operations Section Transfer<br>Transfer Benefits, Payroll, and Retirement Operations (BPROS) to the Department of Human Resources.  | (10,389,045) | 0            | (33.5)  | 0.0 |
| <b>Technical Adjustments</b>   |              |              |         |     |
| (TA_050) Revenue Adjustment<br>Adjust various revenue accounts and cost center combinations so that the budget system reflects the modeled rate and other revenues.  | 0            | (10,272,000) | 0.0     | 0.0 |

**2021-2022 Executive Proposed Operating Budget  
FINANCE AND BUSINESS OPERATIONS (EN\_A13800)**

| <b>Decision Package Adjustment Detail</b>   | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| (TA_111) Overtime Account Adjustment<br>Adjust overtime account to accommodate GWI, retirement,<br>and FICA.  | 3,215               | 0               | 0.0            | 0.0        |
| (TA_112) Temporary Account Adjustment<br>Adjust temporary account to accommodate GWI and FICA.  | 1,701               | 0               | 0.0            | 0.0        |
| (TA_113) Vacancy Rate Adjustment<br>Capture salary savings from employee turnover, without<br>reducing the FTE authority, to increase the accuracy of labor<br>budgeting for this appropriation unit and provide greater<br>transparency. | (744,000)           | 0               | 0.0            | 0.0        |
| <b>Central Rate Adjustments</b>   | (2,140,423)         | 0               | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>   | (13,774,344)        | (11,979,444)    | (35.0)         | 2.0        |

**2021 - 2022 Proposed Financial Plan**  
**Finance and Business Operations Division / 000005450**

| <b>Category</b>                         | <b>2019-2020<br/>Estimated</b> | <b>2021-2022<br/>Proposed</b> | <b>2023-2024<br/>Projected</b> | <b>2025-2026<br/>Projected</b> |
|---|--------------------------------|-------------------------------|--------------------------------|--------------------------------|
| <b>Beginning Fund Balance</b>           | <b>8,031,000</b>               | <b>2,211,000</b>              | <b>487,000</b>                 | <b>(605,000)</b>               |
| <b>Revenues</b>                         |                                |                               |                                |                                |
| Other Revenue                           | 8,985,000                      | 9,306,000                     | 9,306,000                      | 9,306,000                      |
| GF Rates                                | 16,934,000                     | 10,788,000                    | 11,327,000                     | 12,018,000                     |
| Non-GF Rates                            | 39,423,000                     | 36,270,000                    | 38,084,000                     | 40,407,000                     |
| <b>Total Revenues</b>                   | <b>65,342,000</b>              | <b>56,364,000</b>             | <b>58,717,000</b>              | <b>61,731,000</b>              |
| <b>Expenditures</b>                     |                                |                               |                                |                                |
| Salaries /Wages                         | (35,100,000)                   | (30,853,000)                  | (32,396,000)                   | (34,469,000)                   |
| Benefits                                | (13,795,000)                   | (10,604,000)                  | (11,134,000)                   | (11,847,000)                   |
| Supplies                                | (1,031,000)                    | (438,000)                     | (460,000)                      | (489,000)                      |
| Services                                | (4,352,000)                    | (5,375,000)                   | (4,552,000)                    | (4,843,000)                    |
| Intragovernmental Services              | (13,945,000)                   | (8,986,000)                   | (9,435,000)                    | (10,011,000)                   |
| Intragovernmental Contribution          | (2,939,000)                    | (1,832,000)                   | (1,832,000)                    | (1,832,000)                    |
| <b>Total Expenditures</b>               | <b>(71,162,000)</b>            | <b>(58,088,000)</b>           | <b>(59,809,000)</b>            | <b>(63,491,000)</b>            |
| <b>Estimated Underexpenditures</b>      |                                |                               |                                |                                |
| <b>Other Fund Transactions</b>          |                                |                               |                                |                                |
| <b>Total Other Fund Transactions</b>    | -                              | -                             | -                              | -                              |
| <b>Ending Fund Balance</b>              | <b>2,211,000</b>               | <b>487,000</b>                | <b>(605,000)</b>               | <b>(2,365,000)</b>             |
| <b>Reserves</b>                         |                                |                               |                                |                                |
| Expenditure Reserve (s)                 | (650,000)                      | (225,000)                     | (600,000)                      | (1,200,000)                    |
| Expenditure Reserve (IT Capital)        | (290,000)                      |                               |                                |                                |
| <b>Total Reserves</b>                   | <b>(940,000)</b>               | <b>(225,000)</b>              | <b>(600,000)</b>               | <b>(1,200,000)</b>             |
| Reserve Shortfall                       | -                              | -                             | 1,205,000                      | 3,565,000                      |
| <b>Ending Undesignated Fund Balance</b> | <b>1,271,000</b>               | <b>262,000</b>                | <b>-</b>                       | <b>-</b>                       |

**Financial Plan Notes**

All financial plans have the following assumptions, unless otherwise noted in below rows.

2021-2022 Proposed Budget ties to PBCS.

Outyear revenue and expenditure inflation assumptions are consistent with figures provided by PSB's BFPA guidance.

Expenditure Notes: Intergovernmental Contribution is based on the fund's debt service allocation.

Reserve Notes: Outyear assumptions are for upgrade costs for PTM and Treasury scanner (proposed 2021 - 2022 budget) projects

Last Updated 08-18-20, by Karl Nygard.



# FLEET SERVICES DIVISION

## MISSION

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The Fleet Services Division delivers high-quality customer service, environmentally sound, and cost-effective vehicles, equipment, materials, supplies, and asset management services.

## OVERVIEW

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The Fleet Services Division manages three equipment rental and revolving funds, which are being consolidated to a single fund in this budget, as well as the acquisition, maintenance, replacement, and disposal of approximately 2,500 fleet vehicles and other pieces of equipment. These support the County's services associated with the General Fund, Roads, Parks, Wastewater, Water and Land Resources, and other agencies.

### VEHICLE MAINTENANCE OPERATIONS

Fleet has two maintenance facilities: Motor Pool Maintenance Shop located in Georgetown and the Renton Maintenance Shop co-located with Roads Services Division. The Motor Pool Maintenance Shop primarily services light duty vehicles and the Renton Maintenance Shop services all heavy duty equipment as well as light duty vehicles. Customers can have their vehicles maintained at either shop. In addition, the division provides four mobile field service trucks/shops that provide repair and support all over the county.

### FLEET STORES

Fleet Stores purchases and warehouses a large and diverse inventory of automotive parts, construction materials and supplies, traffic signs, safety equipment, and hand tools. The Stores operation was initially for the purpose of supporting the former Public Works Department equipment repair and road maintenance material needs. Over the years, Fleet Stores services of researching, sourcing, procuring, stocking, cost accounting, and returning of items have been extended to all King County agencies. In addition, Fleet Stores and Fleet's maintenance shops provide parts, materials, supplies, and vehicle maintenance services to approximately 10 local cities and jurisdictions.

### PERSONAL PROPERTY AND FIXED ASSET SECTION

The Fleet Personal Property Section is responsible for the County's capitalized fixed assets and disposal of surplus property. The surplus property program re-issues usable surplus property at no cost to County agencies and approximately 400 eligible nonprofit agencies. The program also conducts monthly bidding opportunities at the warehouse, donates to qualified non-profit organizations, negotiates sales to other government agencies, and holds semi-annual vehicle and heavy equipment auctions. Fixed assets activities include managing the annual inventory of all County personal property. All agencies must submit an annual report to Personal Property; investigate any large or unusual lost, stolen, or un-locatable inventory amounts; file annual inventory; and monitor and track ongoing new and disposed assets.

**2021-2022 Executive Proposed Operating Budget  
FLEET MANAGEMENT EQUIPMENT (EN\_A75000)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b>   | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-------------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>34,544,119</b>   | <b>22,832,068</b> | <b>54.0</b>    | <b>0.0</b> |
| Base Budget Adjustments                       | (6,451,566)         | 124               | 0.0            | 0.0        |
| Decision Package Adjustments                  | 54,675,561          | 48,612,604        | 20.0           | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>82,768,114</b>   | <b>71,444,796</b> | <b>74.0</b>    | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>82,769,000</b>   | <b>71,445,000</b> | <b>74.0</b>    | <b>0.0</b> |

**Notes**

1. The 2019-2020 Revised Budget equals the 2019-2020 Adopted Biennial Budget plus all Adopted Supplementals as of the publication of this document.

2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.

3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>  | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|--|---------------------|-----------------|----------------|------------|
| <b>Direct Service Changes</b>  |                     |                 |                |            |
| (DS_120) Central Climate Change Cost Update<br>Adjust the share of central climate-related costs including investments to advance the Strategic Climate Action Plan, membership fees in climate related organizations, consulting fees, and central climate staff. The allocation methodology is based on greenhouse gas emissions.  | 29,782              | 0               | 0.0            | 0.0        |
| <b>Administrative Service Changes</b>  |                     |                 |                |            |
| (AC_001) Fixed Asset Pilot Position Transfer<br>Pilot fixed asset program consolidation. The 2021-2022 budget includes a pilot project in the Department of Executive Services to consolidate staff resources involved in accounting for fixed assets. The pilot includes consolidation of staff from Facilities Management Division and Fleet Services to the Finance and Business Operations Division (FBOD) to support accounting for fixed assets. | (205,265)           | 0               | (1.0)          | 0.0        |
| (AC_100) Fleet Funds Consolidation<br>Consolidate three Fleet Equipment Rental and Revolving Funds into one fund, resulting in time savings for FBOD in preparing for annual financial reporting and simplifying the budget review process.  | 47,964,101          | 39,007,200      | 20.0           | 0.0        |

**2021-2022 Executive Proposed Operating Budget  
FLEET MANAGEMENT EQUIPMENT (EN\_A75000)**

| <b>Decision Package Adjustment Detail</b>  | <b>Expenditures</b> | <b>Revenues</b>   | <b>Reg FTE</b> | <b>TLT</b> |
|--|---------------------|-------------------|----------------|------------|
| (AC_300) Inventory Purchasing Position Transfer<br>Transfer an existing inventory purchasing specialist from the King County International Airport Division to the Fleet Services Division.  | 217,747             | 0                 | 1.0            | 0.0        |
| <b>Technical Adjustments</b>   |                     |                   |                |            |
| (TA_001) Vehicle and Equipment Replacement Adjustment<br>Reduce expenditures to replace vehicles and equipment that have reached their economic useful life. Replacement of worn out vehicles and equipment will provide more efficient and cost effective vehicles for customers. | 5,865,255           | 0                 | 0.0            | 0.0        |
| (TA_002) Operations and Maintenance Expenditure Increase<br>Adjust various accounts based on historical and projected expenditure trends for vehicle operations and maintenance.   | 120,338             | 0                 | 0.0            | 0.0        |
| (TA_050) Long Term Equipment and Vehicle Rental and Personal Property Asset Fee Central Rate Adjustment<br>Adjust the vehicle rental central rates to match the current rate model. The adjustment includes a surcharge of \$2 million.  | 0                   | 9,481,048         | 0.0            | 0.0        |
| (TA_100) Investment Interest and Sale of Equipment Adjustment<br>Adjust investment earnings based on OEFA's projections. Add revenue from the sale of vehicles and equipment that have reached the end of their economic life  | 0                   | 124,356           | 0.0            | 0.0        |
| (TA_111) Overtime Account Adjustment<br>Adjust overtime account to accommodate GWI, retirement, and FICA.  | 1,646               | 0                 | 0.0            | 0.0        |
| (TA_112) Temporary Account Adjustment<br>Adjust temporary account to accommodate GWI and FICA.   | 1,292               | 0                 | 0.0            | 0.0        |
| (TA_113) Vacancy Rate Adjustment<br>Capture salary savings from employee turnover, without reducing the FTE authority, to increase the accuracy of labor budgeting for this appropriation unit and provide greater transparency.   | (275,000)           | 0                 | 0.0            | 0.0        |
| <b>Central Rate Adjustments</b>  | 955,665             | 0                 | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>  | <b>54,675,561</b>   | <b>48,612,604</b> | <b>20.0</b>    | <b>0.0</b> |

**2021-2022 Proposed Financial Plan**  
**Fleet Services Equipment Rental and Revolving Fund/000005570**

| <b>Category</b>  | <b>2019-2020<br/>Estimated</b> | <b>2021-2022<br/>Proposed</b> | <b>2023-2024<br/>Projected</b> | <b>2025-2026<br/>Projected</b> |
|--|--------------------------------|-------------------------------|--------------------------------|--------------------------------|
| <b>Beginning Fund Balance</b>                            | <b>47,345,000</b>              | <b>33,545,648</b>             | <b>24,706,849</b>              | <b>20,898,997</b>              |
| <b>Revenues</b>  |                                |                               |                                |                                |
| Sales of Stores & Materials                              | 2,066,730                      | 2,288,844                     | 2,392,872                      | 2,538,598                      |
| Garage Services  | 488,772                        | 589,243                       | 616,024                        | 653,540                        |
| Investment Interest                                      | 1,484,160                      | 564,001                       | 214,705                        | 153,720                        |
| Sale of Equipment  | 2,079,750                      | 4,872,873                     | 2,676,309                      | 2,034,126                      |
| Other Miscellaneous Revenues                             | 1,402,086                      | 1,520,180                     | 1,620,159                      | 1,763,727                      |
| Contribution-other funds/Other Sources                   | 195,687                        | 391,374                       | 409,162                        | 434,080                        |
| Vehicle Rental Revenues                                  | 52,580,445                     | 59,309,238                    | 68,858,922                     | 76,779,969                     |
| Vehicle Rental Revenues Adjustments                      | 0                              | 0                             | 0                              | 0                              |
| Personal Property & Fixed Assets Revenues                | 1,617,471                      | 1,509,043                     | 1,577,629                      | 1,673,707                      |
| Environmental Grants                                     | 200,000                        | 400,000                       | 0                              | 0                              |
| Impaired Investments                                     | 329                            | 0                             | 0                              | 0                              |
| <b>Total Revenues</b>                                    | <b>62,115,430</b>              | <b>71,444,796</b>             | <b>78,365,782</b>              | <b>86,031,467</b>              |
| <b>Expenditures</b>                                      |                                |                               |                                |                                |
| Operating and Maintenance                                | (41,661,802)                   | (50,236,191)                  | (51,636,969)                   | (54,781,661)                   |
| Capital Equipment Replacement                            | (24,726,919)                   | (30,715,743)                  | (30,744,705)                   | (22,432,782)                   |
| Personal Property & Fixed Assets                         | (1,670,733)                    | (1,681,709)                   | (1,775,199)                    | (1,883,309)                    |
| One Time Fund Balance Rebate                             | (160,812)                      | (134,471)                     | (6,517)                        | 0                              |
| <b>Total Expenditures</b>                                | <b>(68,220,266)</b>            | <b>(82,768,114)</b>           | <b>(84,163,390)</b>            | <b>(79,097,752)</b>            |
| <b>Estimated Underexpenditures</b>                       | <b>4,091,545</b>               | <b>2,484,519</b>              | <b>1,989,756</b>               | <b>2,025,463</b>               |
| <b>Other Fund Transactions</b>                           |                                |                               |                                |                                |
| CAFR Time Issue Adjustments<br>2018 Encumbrances         | (11,786,060)                   |                               |                                |                                |
| <b>Total Other Fund Transactions</b>                     | <b>(11,786,060)</b>            | <b>0</b>                      | <b>0</b>                       | <b>0</b>                       |
| <b>Ending Fund Balance</b>                               | <b>33,545,649</b>              | <b>24,706,849</b>             | <b>20,898,997</b>              | <b>29,858,175</b>              |
| <b>Reserves</b>  |                                |                               |                                |                                |
| Allowance for Inventory<br>Expenditure Reserve (s)       | (1,280,087)                    | (1,298,446)                   | (1,327,816)                    | (1,372,117)                    |
| Cash Flow Reserve(s)<br>Minimum Recommended Fund Reserve | (12,988,233)                   | (12,926,907)                  | (13,198,594)                   | (13,912,561)                   |
| <b>Total Reserves</b>                                    | <b>(14,268,320)</b>            | <b>(14,225,353)</b>           | <b>(14,526,410)</b>            | <b>(15,284,678)</b>            |
| Reserve Shortfall  | 0                              | 0                             | 0                              | 0                              |
| <b>Ending Undesignated Fund Balance</b>                  | <b>19,277,329</b>              | <b>10,481,496</b>             | <b>6,372,587</b>               | <b>14,573,497</b>              |

**Financial Plan Notes**

All financial plans have the following assumptions, unless otherwise noted in below rows:

2021-2022 Proposed Budget ties to PBCS.

Outyear revenue and expenditure inflation assumptions are consistent with figures provided by PSB's BFPA guidance though the operations and maintenance growth is only 2.7% in 2023-2024.

This is the first biennium that the three Fleet funds have been consolidated into a single fund. Consistent with the fund closure ordinance, WTD ER&R (5441), Motor Pool ER&R (5580) are combined into Fleet Services ER&R fund (5570) previously named the Public Works ER&R fund. To retain prior financial history the data for all three funds are preserved in the same cost centers.

Expenditure Notes: Capital equipment expenditures are based on established replacement standards for each vehicle type.

Reserve Notes:

2018 Carryover Encumbrances is for capital vehicles and equipment ordered in 2018 but not received until 2019-2020.

Minimum Recommended Fund Reserve is based on 10% of the Projected Fleet Replacement Cost (PFRC) which is based on the recommendation by the County Auditor, it is used to offset anticipated fluctuations in order to maintain current levels of service

The target Fund Balance, as recommended by the County Auditor, is equal to a range of 10% to 20% of the Projected Replacement Cost of the fleet (PFRC). This Fund is currently within the recommended range. The "Minimum Recommended Fund Reserve" is the 10% or low end of the recommended range.



# RECORDS AND LICENSING SERVICES DIVISION

## MISSION

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### LICENSING

With a commitment to exceptional service, Licensing supports consumer protection and public safety through licensing and regulation of vehicles, vessels, taxicabs, for-hire drivers, and companies.

### RECORDER'S OFFICE

The King County Recorder's Office is committed to providing our community with exceptional customer service through prompt and accurate recording; preservation and reproductions of documents; accurate collection of real estate excise tax; and courteous issuance and recording of marriage documents.

### ARCHIVES, RECORDS MANAGEMENT AND MAIL SERVICES (ARMMS)

ARMMS manages current, inactive, and historic records and information assets in compliance with laws, regulations, and industry standards.

### REGIONAL ANIMAL SERVICES (RASKC)

RASKC provides King County with sustainable, cost-effective animal services that protect people and animals, while providing compassionate animal care.

## OVERVIEW

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The Records and Licensing Services Division (RALS) strives to:

- Provide customer-focused, accessible licensing services.
- Ensure that all appropriate records related to King County government operations are preserved and easily accessible.
- Ensure that all County agencies have approved local records management policies and retention schedules.
- Adopt, return, or transfer all animals that come into the shelter.
- Resolve all critical animal control calls in a timely and thorough manner.
- Provide all internal services in an efficient, responsive, and cost-effective manner.

**2021-2022 Executive Proposed Operating Budget  
RECORDS AND LICENSING SERVICES (EN\_A47000)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b>   | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-------------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>27,473,657</b>   | <b>52,927,858</b> | <b>87.0</b>    | <b>0.0</b> |
| Base Budget Adjustments                       | 358,311             | 0                 | 0.0            | 1.0        |
| Decision Package Adjustments                  | 2,738,214           | 4,346,106         | (2.3)          | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>30,570,182</b>   | <b>57,273,964</b> | <b>84.7</b>    | <b>1.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>30,571,000</b>   | <b>57,274,000</b> | <b>84.7</b>    | <b>1.0</b> |

**Notes**

1. The 2019-2020 Revised Budget equals the 2019-2020 Adopted Biennial Budget plus all Adopted Supplementals as of the publication of this document.
2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.
3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b> | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
|---|---------------------|-----------------|----------------|------------|

**Direct Service Changes**

|   |           |           |     |     |
|---|-----------|-----------|-----|-----|
| (DS_002) For-Hire Driver Anti-Human Trafficking Training<br>Add one-time funding to develop and implement an anti-human trafficking awareness training video for for-hire drivers, based on the recommendations developed in response to Motion 15512. The training video will focus on training for-hire drivers—a crucial audience for anti-human trafficking awareness—what human trafficking is, what the indicators of human trafficking are, and what services can be accessed.   | 220,000   | 0         | 0.0 | 0.0 |
| (DS_004) Wheelchair Accessible Central Dispatch Service<br>Develop a request for proposals to establish a contractor-managed centralized dispatch system/service to provide automated and attended call center dispatch services for wheelchair accessible for-hire transportation services. The automated function will serve as a central clearing house for accessible trip requests from multiple participating licensee apps, applications, and dispatch centers, to connect available wheelchair accessible vehicles for the purpose of providing on-demand accessible transportation and to elevate the customer experience for people in wheelchairs. | 1,675,000 | 1,675,000 | 0.0 | 0.0 |

**2021-2022 Executive Proposed Operating Budget  
RECORDS AND LICENSING SERVICES (EN\_A47000)**

| <b>Decision Package Adjustment Detail</b>   | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| (DS_005) General Fund Overhead Non-Labor Expense Reduction<br>Reduce non-labor General Fund Overhead costs to meet reduction targets.   | (32,581)            | 0               | 0.0            | 0.0        |
| (DS_006) General Fund Overhead Labor Reductions<br>Eliminate the budgeted salary for two vacant positions, a records analyst and a functional analyst, and transfer one-third of the Records Manager position to the Recorders' O&M Fund.   | (459,467)           | 0               | (0.3)          | 0.0        |
| (DS_010) Electronic Records Capacity<br>Transfer a position from Department of Human Resources into RALS to support the electronic records program. This position is revenue backed by the Department of Natural Resources (DNRP) and King County Information Technology and cross-referenced as DS_005 in DNRP Director's Office budget. | 289,204             | 291,106         | 1.0            | 0.0        |
| (DS_011) General Fund Target Non-Labor Expense Reductions<br>Reduce RALS non-labor expenses in the Recorders Office (postage and rent lease) and Vehicle Vessel Services (postage) to support RALS General Fund target reduction.   | (406,492)           | 0               | 0.0            | 0.0        |
| (DS_012) Human Resource Manager Transfer<br>Transfer a Human Resource Manager to the King County Airport budget to support RALS General Fund target reductions. Fifty percent of this position will be billed back to RALS via the DES shared allocation model.   | (345,745)           | 0               | (1.0)          | 0.0        |
| (DS_013) General Fund Target Labor Reductions<br>Eliminate two positions, a confidential secretary and a customer service specialist, in the RALS Director's Office and Recorder's Office, respectively, to support achieving RALS General Fund target reduction.   | (396,744)           | 0               | (2.0)          | 0.0        |
| <b>Administrative Service Changes</b>   |                     |                 |                |            |
| (AC_001) DES Director's Office Shared Services Model Allocation<br>Add the RALS portion of the DES Director's Office Shared Services model allocation.  | 290,000             | 0               | 0.0            | 0.0        |
| <b>Technical Adjustments</b>  |                     |                 |                |            |
| (TA_002) Motor Vehicle Licensing Revenue<br>Increase projected motor vehicle licensing revenue in 2021-2022 due to a July 2019 state law change that increased fees.  | 0                   | 2,600,000       | 0.0            | 0.0        |
| (TA_003) Records Management Revenue Adjustment<br>Reduce revenue to reflect changes to the Managed Records program due to General Fund target reductions for the 2021-2022 biennium.  | 0                   | (220,000)       | 0.0            | 0.0        |
| (TA_111) Overtime Account Adjustment<br>Adjust overtime account to accommodate GWI, retirement, and FICA.   | 1,765               | 0               | 0.0            | 0.0        |

**2021-2022 Executive Proposed Operating Budget  
RECORDS AND LICENSING SERVICES (EN\_A47000)**

| <b>Decision Package Adjustment Detail</b>  | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|--|---------------------|-----------------|----------------|------------|
| (TA_112) Temporary Account Adjustment<br>Adjust temporary account to accommodate GWI and FICA.   | 1,098               | 0               | 0.0            | 0.0        |
| (TA_113) Vacancy Rate Adjustment<br>Capture salary savings from employee turnover, without reducing the FTE authority, to increase the accuracy of labor budgeting for this appropriation unit and provide greater transparency. | (287,000)           | 0               | 0.0            | 0.0        |
| <b>Central Rate Adjustments</b>  | 2,189,176           | 0               | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>  | 2,738,214           | 4,346,106       | (2.3)          | 0.0        |

**2021-2022 Executive Proposed Operating Budget  
REGIONAL ANIMAL SERVICES OF KING COUNTY (EN\_A53400)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b>   | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-------------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>15,457,987</b>   | <b>14,978,513</b> | <b>43.2</b>    | <b>0.0</b> |
| Base Budget Adjustments                       | (128,030)           | 120,377           | 0.0            | 0.0        |
| Decision Package Adjustments                  | (393,708)           | 0                 | 0.0            | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>14,936,249</b>   | <b>15,098,890</b> | <b>43.2</b>    | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>14,937,000</b>   | <b>15,099,000</b> | <b>43.2</b>    | <b>0.0</b> |

**Notes**

1. The 2019-2020 Revised Budget equals the 2019-2020 Adopted Biennial Budget plus all Adopted Supplementals as of the publication of this document.

2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.

3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>  | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|--|---------------------|-----------------|----------------|------------|
| <b>Technical Adjustments</b>   |                     |                 |                |            |
| (TA_111) Overtime Account Adjustment<br>Adjust overtime account to accommodate GWI, retirement, and FICA.  | 3,514               | 0               | 0.0            | 0.0        |
| (TA_112) Temporary Account Adjustment<br>Adjust temporary account to accommodate GWI and FICA.   | 2,971               | 0               | 0.0            | 0.0        |
| (TA_113) Vacancy Rate Adjustment<br>Capture salary savings from employee turnover, without reducing the FTE authority, to increase the accuracy of labor budgeting for this appropriation unit and provide greater transparency. | (145,000)           | 0               | 0.0            | 0.0        |
| <b>Central Rate Adjustments</b>  | (255,193)           | 0               | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>  | <b>(393,708)</b>    | <b>0</b>        | <b>0.0</b>     | <b>0.0</b> |

**2021 - 2022 Proposed Financial Plan  
Animal Services / 000001431**

| <b>Category</b>                                 | <b>2019-2020<br/>Estimated</b> | <b>2021-2022<br/>Proposed</b> | <b>2023-2024<br/>Projected</b> | <b>2025-2026<br/>Projected</b> |
|---|--------------------------------|-------------------------------|--------------------------------|--------------------------------|
| <b>Beginning Fund Balance</b>                   | <b>1,919,278</b>               | <b>1,430,905</b>              | <b>1,593,546</b>               | <b>1,375,373</b>               |
| <b>Revenues</b>                                 |                                |                               |                                |                                |
| Pet Licensing Revenue                           | 6,076,611                      | 6,262,320                     | 6,387,566                      | 6,515,318                      |
| Animal Business Licensing                       | 2,210                          | 3,000                         | 3,060                          | 3,121                          |
| Pet Licensing Late Fees                         | 161,091                        | 160,000                       | 163,200                        | 166,464                        |
| Civil Penalties/Pet License Fines               | 369,400                        | 180,000                       | 183,600                        | 187,272                        |
| Animal Adoption Fees                            | 303,385                        | 260,000                       | 265,200                        | 270,504                        |
| City Reimbursement for RASKC Services           | 2,032,550                      | 1,991,544                     | 2,091,121                      | 2,224,953                      |
| City Rebate                                     | (12,000)                       | (12,000)                      | (12,000)                       | (12,000)                       |
| Enhanced Services                               |                                | 511,226                       | 511,226                        | 511,226                        |
| Other Misc. Fees                                | 290,800                        | 272,800                       | 272,800                        | 272,800                        |
| Other Financing Sources (General Fund Transfer) | 5,090,000                      | 5,090,000                     | 5,090,000                      | 5,090,000                      |
| Contribution Animal Bequest Fund (Donations)    | 379,807                        | 380,000                       | 414,200                        | 451,478                        |
| <b>Total Revenues</b>                           | <b>14,693,854</b>              | <b>15,098,890</b>             | <b>15,369,974</b>              | <b>15,681,136</b>              |
| <b>Expenditures</b>                             |                                |                               |                                |                                |
| Wages, Benefits and Retirement                  | (9,407,761)                    | (9,318,168)                   | (9,784,076)                    | (10,410,257)                   |
| Capital   | (44,598)                       | (20,016)                      | (20,016)                       | (20,016)                       |
| Direct Services                                 | (1,834,851)                    | (1,878,289)                   | (1,878,289)                    | (1,878,289)                    |
| Intragovernmental Services                      | (3,895,017)                    | (3,719,776)                   | (3,905,765)                    | (4,144,016)                    |
| <b>Total Expenditures</b>                       | <b>(15,182,227)</b>            | <b>(14,936,249)</b>           | <b>(15,588,146)</b>            | <b>(16,452,579)</b>            |
| <b>Estimated Underexpenditures</b>              |                                |                               |                                |                                |
| <b>Other Fund Transactions</b>                  |                                |                               |                                |                                |
| <b>Total Other Fund Transactions</b>            | -                              | -                             | -                              | -                              |
| <b>Ending Fund Balance</b>                      | <b>1,430,905</b>               | <b>1,593,546</b>              | <b>1,375,373</b>               | <b>603,931</b>                 |
| <b>Reserves</b>                                 |                                |                               |                                |                                |
| Cash Flow Reserve(s)                            | (150,000)                      | (150,000)                     | (150,000)                      | (150,000)                      |
| <b>Total Reserves</b>                           | <b>(150,000)</b>               | <b>(150,000)</b>              | <b>(150,000)</b>               | <b>(150,000)</b>               |
| Reserve Shortfall                               | -                              | -                             | -                              | -                              |
| <b>Ending Undesignated Fund Balance</b>         | <b>1,280,905</b>               | <b>1,443,546</b>              | <b>1,225,373</b>               | <b>453,931</b>                 |

**Financial Plan Notes**

All financial plans have the following assumptions, unless otherwise noted in below rows:

2021-2022 Proposed Budget ties to PBCS.

Outyear revenue and expenditure inflation assumptions are consistent with figures provided by PSB's BFPA guidance.

Revenues Notes: Enhanced Services to contract cities are outside the base service offerings provided by the master interlocal agreement (ILA). PSB and RALS assume some revenue (and corresponding expenditures) from Enhanced Service requests. As of the proposed budget, there are no Enhanced Services in 2019-2020. Lack of these expenditures is one driver for typical fund underexpenditure.

Reserve Notes: Cash Flow Fund Balance Reserve sets aside fund balance to offset fluctuations in revenue/expenditures that result in periods of negative fund balance. This reserve will help avoid negative fund balances that would require interfund loaning at an increased cost to the Animal Services Fund.

**Financial Plan was updated by Danita Carter in August 2020.**

**2021-2022 Executive Proposed Operating Budget  
ANIMAL BEQUESTS (EN\_A53800)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b>  | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|------------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>380,000</b>      | <b>280,000</b>   | <b>0.0</b>     | <b>0.0</b> |
| Base Budget Adjustments                       | 0                   | 0                | 0.0            | 0.0        |
| Decision Package Adjustments                  | 0                   | 967,000          | 0.0            | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>380,000</b>      | <b>1,247,000</b> | <b>0.0</b>     | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>380,000</b>      | <b>1,247,000</b> | <b>0.0</b>     | <b>0.0</b> |

**Notes**

1. The 2019-2020 Revised Budget equals the 2019-2020 Adopted Biennial Budget plus all Adopted Supplementals as of the publication of this document.

2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.

3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>   | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>Technical Adjustments</b>  |                     |                 |                |            |
| (TA_001) Animal Bequests Angel Fund Donations<br>Increase revenue to Bequest Fund to accommodate two<br>donations to the RASKC Angel Fund totaling \$967,000. | 0                   | 967,000         | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>   | <b>0</b>            | <b>967,000</b>  | <b>0.0</b>     | <b>0.0</b> |

**2021 - 2022 Proposed Financial Plan  
Animal Bequest Fund / 000001432**

| <b>Category</b>   | <b>2019-2020<br/>Estimated</b> | <b>2021-2022<br/>Proposed</b> | <b>2023-2024<br/>Projected</b> | <b>2025-2026<br/>Projected</b> |
|---|--------------------------------|-------------------------------|--------------------------------|--------------------------------|
| <b>Beginning Fund Balance</b>   | <b>462,354</b>                 | <b>362,354</b>                | <b>1,229,354</b>               | <b>1,111,494</b>               |
| <b>Revenues</b>   |                                |                               |                                |                                |
| Contribution Animal Bequest Fund<br>(Donations)                       | 280,000                        | 1,247,000                     | 280,000                        | 280,000                        |
| <b>Total Revenues</b>   | <b>280,000</b>                 | <b>1,247,000</b>              | <b>280,000</b>                 | <b>280,000</b>                 |
| <b>Expenditures</b>   |                                |                               |                                |                                |
| Transfer to Fund 1431 Regional Animal<br>Services of King County Fund | (380,000)                      | (380,000)                     | (397,860)                      | (416,957)                      |
| <b>Total Expenditures</b>   | <b>(380,000)</b>               | <b>(380,000)</b>              | <b>(397,860)</b>               | <b>(416,957)</b>               |
| <b>Estimated Underexpenditures</b>                                    |                                |                               |                                |                                |
| <b>Other Fund Transactions</b>  |                                |                               |                                |                                |
| <b>Total Other Fund Transactions</b>                                  | -                              | -                             | -                              | -                              |
| <b>Ending Fund Balance</b>  | <b>362,354</b>                 | <b>1,229,354</b>              | <b>1,111,494</b>               | <b>974,537</b>                 |
| <b>Reserves</b>   |                                |                               |                                |                                |
| <b>Total Reserves</b>   | -                              | -                             | -                              | -                              |
| Reserve Shortfall   | -                              | -                             | -                              | -                              |
| <b>Ending Undesignated Fund Balance</b>                               | <b>362,354</b>                 | <b>1,229,354</b>              | <b>1,111,494</b>               | <b>974,537</b>                 |

**Financial Plan Notes**

All financial plans have the following assumptions, unless otherwise noted in below rows.

2021-2022 Agency Proposed Budget ties to PBCS.

Outyear revenue and expenditure inflation assumptions are consistent with figures provided by PSB's BFPA guidance.

Revenues Notes: In the period of June 2020, the RASKC Angel Fund received two private donations for \$965k. Donations deposited to balance sheet accounts and not in "revenue" accounts, but show as revenue in this plan for budgeting purposes.

Expenditure Notes: Expense is the Regional Animal Services expense (55394) Expense Type to reimburse RASKC for donation supported services (RASKC Cost Center 534010).

**Financial Plan Updated by Danita Carter in August 2020.**

**2021-2022 Executive Proposed Operating Budget  
 RECORDERS OPERATION AND MAINTENANCE (EN\_A47100)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b>  | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|------------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>3,952,404</b>    | <b>3,543,652</b> | <b>7.0</b>     | <b>0.0</b> |
| Base Budget Adjustments                       | 9,175               | 0                | 0.0            | 0.0        |
| Decision Package Adjustments                  | (329,875)           | 0                | 0.3            | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>3,631,704</b>    | <b>3,543,652</b> | <b>7.3</b>     | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>3,632,000</b>    | <b>3,544,000</b> | <b>7.3</b>     | <b>0.0</b> |

**Notes**

1. The 2019-2020 Revised Budget equals the 2019-2020 Adopted Biennial Budget plus all Adopted Supplementals as of the publication of this document.

2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.

3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>   | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>Direct Service Changes</b>   |                     |                 |                |            |
| (DS_006) Archives, Records Management and Mails Services Manager Allocation   |                     |                 |                |            |
| Transfer one-third of the Archives and Records Manager salary and wages from the Records and Licensing Services appropriation to the Recorder's Operation & Maintenance Fund. | 116,452             | 0               | 0.3            | 0.0        |
| <b>Central Rate Adjustments</b>   | (446,327)           | 0               | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>   | <b>(329,875)</b>    | <b>0</b>        | <b>0.3</b>     | <b>0.0</b> |

**2021 - 2022 Proposed Financial Plan  
Recorder's Operation and Maintenance / 000001090**

| <b>Category</b>  | <b>2019-2020<br/>Estimated</b> | <b>2021-2022<br/>Proposed</b> | <b>2023-2024<br/>Projected</b> | <b>2025-2026<br/>Projected</b> |
|--|--------------------------------|-------------------------------|--------------------------------|--------------------------------|
| <b>Beginning Fund Balance</b>                                      | <b>1,848,290</b>               | <b>1,878,184</b>              | <b>1,790,132</b>               | <b>1,569,554</b>               |
| <b>Revenues</b>  |                                |                               |                                |                                |
| Document Preservation  | 1,004,443                      | 1,052,346                     | 1,071,814                      | 1,091,643                      |
| Recording Fee Surcharge  | 1,812,596                      | 1,930,290                     | 1,966,000                      | 2,002,371                      |
| Investment Interest less Service Fee                               | 57,435                         | 32,000                        | 14,000                         | 14,000                         |
| Other Revenue  | 138,212                        | 9,000                         | 9,000                          | 9,000                          |
| Real Estate Property Tax Admin.<br>Assistance<br>Account (REPTAAA) | 538,992                        | 520,016                       | 520,016                        | 520,016                        |
| <b>Total Revenues</b>  | <b>3,551,678</b>               | <b>3,543,652</b>              | <b>3,580,831</b>               | <b>3,637,030</b>               |
| <b>Expenditures</b>  |                                |                               |                                |                                |
| Wages, Benefits and Retirement                                     | (1,343,530)                    | (1,560,737)                   | (1,638,774)                    | (1,743,655)                    |
| Direct Services  | (560,838)                      | (887,809)                     | (932,199)                      | (978,809)                      |
| Intragovernmental Services   | (1,379,868)                    | (945,550)                     | (992,828)                      | (1,053,390)                    |
| Transfers to Other Funds   | (237,548)                      | (237,608)                     | (237,608)                      | (237,608)                      |
| <b>Total Expenditures</b>  | <b>(3,521,784)</b>             | <b>(3,631,704)</b>            | <b>(3,801,409)</b>             | <b>(4,013,463)</b>             |
| <b>Estimated Underexpenditures</b>                                 |                                |                               |                                |                                |
| <b>Other Fund Transactions</b>                                     |                                |                               |                                |                                |
| <b>Total Other Fund Transactions</b>                               | -                              | -                             | -                              | -                              |
| <b>Ending Fund Balance</b>   | <b>1,878,184</b>               | <b>1,790,132</b>              | <b>1,569,554</b>               | <b>1,193,122</b>               |
| <b>Reserves</b>  |                                |                               |                                |                                |
| Rainy Day Reserve (60 days)  | (306,425)                      | (282,841)                     | (305,469)                      | (329,906)                      |
| <b>Total Reserves</b>  | <b>(306,425)</b>               | <b>(282,841)</b>              | <b>(305,469)</b>               | <b>(329,906)</b>               |
| Reserve Shortfall  | -                              | -                             | -                              | -                              |
| <b>Ending Undesignated Fund Balance</b>                            | <b>1,571,759</b>               | <b>1,507,291</b>              | <b>1,264,085</b>               | <b>863,215</b>                 |

**Financial Plan Notes**

All financial plans have the following assumptions, unless otherwise noted in below rows.

2019-2020 Estimate reflects the best estimate for the biennium.

2021-2022 Proposed Budget ties to PBCS.

Outyear revenue and expenditure inflation assumptions are consistent with figures provided by PSB's BFPA guidance.

Revenues Notes:

Real Estate Excise Tax (REET) Electronic Technology funding source ended July 2010. eREET funding resumed Jan 1, 2014. The funds collected are designated to support the maintenance and operation of an annual revaluation (eReVal Technology Reserve) system for property tax valuation (Assessor); and maintenance and operation of an electronic processing and reporting system (eREET Technology Reserve) for real estate excise tax affidavits (RALS-Recorder's Office). These funds are split 50/50 to each of the two above noted systems.

Reserve Notes: Rainy Day Reserve has been established and is based on 60 days of operating expenditures (excluding capital outlay and contingencies).

This plan was updated by Danita Carter in August 2020 for entry into the 2021-2022 budget.

# OFFICE OF RISK MANAGEMENT SERVICES

## MISSION

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The Office of Risk Management Services works closely with all county agencies to balance risks and opportunities, protect assets, and provide effective risk services to support agencies in reaching their overall business objectives. ORMS' goal is to provide these services in an equitable, respectful, and responsive manner. As an internal service fund, ORMS' primary customers are county agencies, claimants, public records requestors, and other government agencies.

## OVERVIEW

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The Office of Risk Management Services (ORMS) works closely with all County agencies to balance risks and opportunities, protect assets, and provide effective risk services to support agencies in reaching their overall business objectives. As an internal service fund, ORMS's primary customers are County agencies, claimants, and other government agencies.

Services provided include:

- Enterprise Risk Management
- Risk Culture Awareness
- Loss Control Fund Management
- Insurance Procurement
- Insurance and Indemnification in Contracts aligned with King County interests
- Liability and Recovery Claims investigation and equitable resolution
- Ethics Program
- Financial/Lobbyist Disclosure Program
- Public Records Program Pilot

**2021-2022 Executive Proposed Operating Budget  
OFFICE OF RISK MANAGEMENT SERVICES (EN\_A15400)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b>   | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-------------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>85,853,991</b>   | <b>72,262,754</b> | <b>27.5</b>    | <b>0.0</b> |
| Base Budget Adjustments                       | 71,618              | 0                 | 0.0            | 0.0        |
| Decision Package Adjustments                  | 10,476,774          | 11,248,508        | (1.0)          | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>96,402,383</b>   | <b>83,511,262</b> | <b>26.5</b>    | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>96,403,000</b>   | <b>83,512,000</b> | <b>26.5</b>    | <b>0.0</b> |

**Notes**

1. The 2019-2020 Revised Budget equals the 2019-2020 Adopted Biennial Budget plus all Adopted Supplementals as of the publication of this document.

2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.

3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>  | <b>Expenditures</b> | <b>Revenues</b>   | <b>Reg FTE</b> | <b>TLT</b> |
|--|---------------------|-------------------|----------------|------------|
| <b>Direct Service Changes</b>  |                     |                   |                |            |
| (DS_001) Budget Reductions<br>Reduce a tort claim investigator position.   | (275,762)           | 0                 | (1.0)          | 0.0        |
| <b>Administrative Service Changes</b>  |                     |                   |                |            |
| (AC_001) Non-Labor Budget Reductions<br>Reduce travel, some services, and loss control funding.  | (746,794)           | 0                 | 0.0            | 0.0        |
| <b>Technical Adjustments</b>   |                     |                   |                |            |
| (TA_001) Technical Adjustments<br>Adjust insurance premiums and mobile accident response and reconstruction, as well as claims accounts to align with actuarial projections. | 11,556,028          | (3,522,000)       | 0.0            | 0.0        |
| (TA_050) Revenue Adjustments   | 0                   | 14,770,508        | 0.0            | 0.0        |
| <b>Central Rate Adjustments</b>  | (56,698)            | 0                 | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>  | <b>10,476,774</b>   | <b>11,248,508</b> | <b>(1.0)</b>   | <b>0.0</b> |

**2021-2022 Proposed Financial Plan  
Risk Management / 000005520**

| <b>Category</b>                         | <b>2019-2020<br/>Estimated</b> | <b>2021-2022<br/>Proposed</b> | <b>2023-2024<br/>Projected</b> | <b>2025-2026<br/>Projected</b> |
|---|--------------------------------|-------------------------------|--------------------------------|--------------------------------|
| <b>Beginning Fund Balance</b>           | <b>75,445,000</b>              | <b>70,229,021</b>             | <b>72,337,900</b>              | <b>78,810,000</b>              |
| <b>Revenues</b>                         |                                |                               |                                |                                |
| Internal Service Rates                  | 72,262,754                     | 83,511,262                    | 91,862,388                     | 95,536,884                     |
| Other Misc Revenue                      |                                |                               |                                |                                |
| <b>Total Revenues</b>                   | <b>72,262,754</b>              | <b>83,511,262</b>             | <b>91,862,388</b>              | <b>95,536,884</b>              |
| <b>Expenditures</b>                     |                                |                               |                                |                                |
| Claim and Settlement Expenditures       | (36,501,393)                   | (48,596,000)                  | (48,549,000)                   | (50,585,000)                   |
| Insurance Premiums                      | (26,524,764)                   | (35,161,631)                  | (37,691,057)                   | (40,267,638)                   |
| Operating Expenditures                  | (13,672,118)                   | (12,644,752)                  | (14,150,231)                   | (15,279,245)                   |
| Transfers to Other Funds (MARR)         | (780,458)                      | -                             | -                              | -                              |
| <b>Total Expenditures</b>               | <b>(77,478,733)</b>            | <b>(96,402,383)</b>           | <b>(100,390,288)</b>           | <b>(106,131,883)</b>           |
| <b>Estimated Underexpenditures</b>      |                                | 15,000,000                    | 15,000,000                     | 15,000,000                     |
| <b>Other Fund Transactions</b>          |                                |                               |                                |                                |
| <b>Total Other Fund Transactions</b>    |                                | -                             | -                              | -                              |
| <b>Ending Fund Balance</b>              | <b>70,229,021</b>              | <b>72,337,900</b>             | <b>78,810,000</b>              | <b>83,215,000</b>              |
| <b>Reserves</b>                         |                                |                               |                                |                                |
| Actuarial Reserve for Losses Incurred   | (74,005,000)                   | (74,887,000)                  | (78,810,000)                   | (83,215,000)                   |
| Rate Stabilization Reserve              | -                              | -                             | -                              | -                              |
| <b>Total Reserves</b>                   | <b>(74,005,000)</b>            | <b>(74,887,000)</b>           | <b>(78,810,000)</b>            | <b>(83,215,000)</b>            |
| Reserve Shortfall                       | 3,775,979                      | 2,549,100                     | 0                              | 0                              |
| <b>Ending Undesignated Fund Balance</b> | <b>-</b>                       | <b>-</b>                      | <b>-</b>                       | <b>-</b>                       |

**Financial Plan Notes**

All financial plans have the following assumptions, unless otherwise noted in below rows:

2021-2022 Proposed Budget ties to PBCS.

Reserves and projected claims tie to the actuary projections.

Insurance projection for 2021-2022 updated in March 2020 by Allison Frey.

Beginning in 2021, MARR funds will be charged directly to Roads by KCSO.

Updated by LCopsey, 8/25/20



# DEPARTMENT OF HUMAN RESOURCES

## MISSION

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The Department of Human Resources' mission is to provide strategic human resources leadership, modernized systems, customer focused services, and tools designed to support the management, growth, and development of the King County workforce, all focused through the lens of the Equity and Social Justice strategic plan.

## OVERVIEW

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The Department of Human Resources (DHR) provides leadership, direction, guidance, systems, services, processes, and tools so that King County can manage its workforce well and employees can thrive.

DHR's organizational structure consists of three divisions and the DHR's Director's Office:

- The DHR Director's Office includes senior leadership, workforce equity, policy advisors, finance and payroll, county-wide communications, Human Resources Systems and Analytics, and administrative staff. The Director's Office provides guidance and support within the department and across the county's work force on human resources policy, procedures and processes. The Directors' Office also oversees the implementation of the Investing in YOU initiative.
- The Career and Culture Division focuses on healthy engagement and a respectful, inclusive work environment. The division offers coaching, organizational development, employee engagement, learning and development, mentoring, alternative dispute resolution, career support, and various health and well-being programs.
- The Employee Health and Safety Division brings an integrated approach to managing the complex, interconnected areas of employee benefits, retirement and payroll services; disability and absence management; workplace safety; and worker's compensation. In addition, this division develops, negotiates, manages, and communicates employee benefit programs; promotes the optimal health, well-being and safety of employees; leads the employee giving

program; manages disability-related and return-to-work programs; serves as point of accountability for County strategy and coordination related to leaves and benefits, and leads the safety and worker's compensation programs.

- The Human Resources Services Delivery Division supports the County with the core HR services of talent acquisition, onboarding, civil service recruiting, classification, and compensation. The division also supports department HR Managers and, through them, department HR staff, supervisors, leaders, and individual employees.

**2021-2022 Executive Proposed Operating Budget  
HUMAN RESOURCES MANAGEMENT (EN\_A42000)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b>  | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|------------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>28,818,137</b>   | <b>4,312,048</b> | <b>80.0</b>    | <b>2.0</b> |
| Base Budget Adjustments                       | 1,861,949           | 0                | 0.0            | (1.0)      |
| Decision Package Adjustments                  | 12,106,726          | 46,877           | 32.0           | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>42,786,811</b>   | <b>4,358,925</b> | <b>112.0</b>   | <b>1.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>42,787,000</b>   | <b>4,359,000</b> | <b>112.8</b>   | <b>1.0</b> |

**Notes**

1. The 2019-2020 Revised Budget equals the 2019-2020 Adopted Biennial Budget plus all Adopted Supplementals as of the publication of this document.

2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.

3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>  | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|--|---------------------|-----------------|----------------|------------|
| <b>Direct Service Changes</b>  |                     |                 |                |            |
| (DS_007) Paid Family Leave Coordinator<br>Add a .5 FTE position to support work required by the state mandated Paid Family and Medical Leave law.  | 15,100              | 0               | 0.5            | 0.0        |
| (DS_008) BPROS Move and Process Change Efficiencies<br>Eliminate a position as a result of merging some functions in BPROS and DHR. In addition, anticipated changes focusing on paperless and online help in BPROS will also eliminate the need for two additional positions. | (615,820)           | 0               | (3.0)          | 0.0        |
| (DS_009) Vacant Position Reductions<br>Allocate the body of work of the career support manager and educator consultant to various teams in DHR.  | (656,656)           | 0               | (2.0)          | 0.0        |
| (DS_010) Position Transfer to Records and Licensing Services<br><br>Transfer a position to Records and Licensing Services to focus on electronic record functions funded by King County Information Technology and the Department of Natural Resources and Parks (DNRP).       | (289,204)           | 0               | (1.0)          | 0.0        |

**2021-2022 Executive Proposed Operating Budget  
HUMAN RESOURCES MANAGEMENT (EN\_A42000)**

| <b>Decision Package Adjustment Detail</b>   | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| (DS_011) Position Reduction<br>Eliminate a filled Alternative Dispute Resolution Manager using the voluntary separation program effective October 1, 2021. The position, currently supporting Public Health, will be extended until October 1, 2021 through a combination of Public Health funding and DHR underspending. | (331,313)           | 46,877          | (1.0)          | 0.0        |
| (DS_012) Green Initiatives in Recruitment Funding<br>Allocate the cost for a human resource recruiter to DNRP. The position will focus on green initiatives in recruitment practices.   | (259,354)           | 0               | 0.0            | 0.0        |
| (DS_020) Organizational Development for Metro Transit<br>Fund four organizational development positions in DHR to support Metro Transit during the 2021-2022 biennium.  | 1,166,843           | 0               | 4.0            | 0.0        |
| <b>Administrative Service Changes</b>   |                     |                 |                |            |
| (AC_001) Equity and Social Justice Training Transfer<br>Transfer an equity and social justice(ESJ)trainer and training budget from the Office of Equity and Social Justice to DHR to support countywide ESJ trainings.  | 385,449             | 0               | 1.0            | 0.0        |
| (AC_010) Benefits and Payroll Operations Transfer<br>Transfer Benefits, Payroll, and Retirement Operations Section (BPROS) units from the Finance and Business Operations Division to DHR to align operations into DHR so that the hire-to-retain value stream resides with one business owner.                           | 10,389,045          | 0               | 33.5           | 0.0        |
| <b>Technical Adjustments</b>  |                     |                 |                |            |
| (TA_010) Net Zero Adjustments<br>Align budget authority by account.   | 0                   | 0               | 0.0            | 0.0        |
| (TA_111) Overtime Account Adjustment<br>Adjust overtime account to accommodate GWI, retirement, and FICA.   | 1,180               | 0               | 0.0            | 0.0        |
| (TA_113) Vacancy Rate Adjustment<br>Capture salary savings from employee turnover, without reducing the FTE authority, to increase the accuracy of labor budgeting for this appropriation unit and provide greater transparency.  | (392,000)           | 0               | 0.0            | 0.0        |
| <b>Central Rate Adjustments</b>   | 2,693,457           | 0               | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>   | 12,106,726          | 46,877          | 32.0           | 0.0        |

**2021-2022 Executive Proposed Operating Budget  
EMPLOYEE BENEFITS (EN\_A42900)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b>    | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|--------------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>612,984,636</b>  | <b>577,867,875</b> | <b>14.0</b>    | <b>0.0</b> |
| Base Budget Adjustments                       | 14,582,433          | 2,956,525          | 0.0            | 0.0        |
| Decision Package Adjustments                  | 34,571,458          | (4,735,679)        | 1.0            | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>662,138,527</b>  | <b>576,088,721</b> | <b>15.0</b>    | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>662,139,000</b>  | <b>576,089,000</b> | <b>15.0</b>    | <b>0.0</b> |

**Notes**

1. The 2019-2020 Revised Budget equals the 2019-2020 Adopted Biennial Budget plus all Adopted Supplementals as of the publication of this document.

2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.

3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b> | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
|---|---------------------|-----------------|----------------|------------|

**Direct Service Changes**

(DS\_005) Convert Employee Giving Program Administrator II to FTE

|   |         |   |     |     |
|---|---------|---|-----|-----|
| Convert a term-limited position that has been completing an ongoing body of work with the Employee Giving Program into an ongoing regular position. | 250,244 | 0 | 1.0 | 0.0 |
|---|---------|---|-----|-----|

(DS\_006) Benefits Navigator

|  |         |   |     |     |
|--|---------|---|-----|-----|
| Add a benefits navigator to educate and help employees navigate through their health care decisions, which can be complex. | 292,956 | 0 | 1.0 | 0.0 |
|--|---------|---|-----|-----|

(DS\_013) Administrative Support Programs Reductions

|  |           |   |       |     |
|--|-----------|---|-------|-----|
| Eliminate a program manager position whose functions will be performed by another team, and reduce the activity center equipment replacement budget. | (387,474) | 0 | (1.0) | 0.0 |
|--|-----------|---|-------|-----|

**Administrative Service Changes**

(AC\_011) Patient Centered Outcomes Research Institute (PCORI) Fee Adjustment

|   |         |   |     |     |
|---|---------|---|-----|-----|
| Adjust budget for the federal PCORI fee. This fee supports a federal program created by the Affordable Care Act to research the use of comparative effectiveness in medical practice. | 142,000 | 0 | 0.0 | 0.0 |
|---|---------|---|-----|-----|

**Technical Adjustments**

**2021-2022 Executive Proposed Operating Budget  
EMPLOYEE BENEFITS (EN\_A42900)**

| <b>Decision Package Adjustment Detail</b>  | <b>Expenditures</b> | <b>Revenues</b>    | <b>Reg FTE</b> | <b>TLT</b> |
|--|---------------------|--------------------|----------------|------------|
| (TA_001) Claim Expenditure Adjustment<br>Update the budgeted claim expenditures and revenues for the County's benefits program to align with the latest actuarial forecast.  | 34,195,603          | (4,735,679)        | 0.0            | 0.0        |
| (TA_010) Net Zero Account Adjustments<br>Implement net-zero adjustment among various expenditure and revenue accounts within the fund. This will improve the alignment of budget estimates to financial results in future reporting. | 0                   | 0                  | 0.0            | 0.0        |
| (TA_113) Vacancy Rate Adjustment<br>Capture salary savings from employee turnover, without reducing the FTE authority, to increase the accuracy of labor budgeting for this appropriation unit and provide greater transparency.     | (110,000)           | 0                  | 0.0            | 0.0        |
| <b>Central Rate Adjustments</b>  | 188,129             | 0                  | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>  | <b>34,571,458</b>   | <b>(4,735,679)</b> | <b>1.0</b>     | <b>0.0</b> |

**2021 - 2022 Proposed Financial Plan  
Employee Benefits Fund / 00005500**

| <b>Category</b>                         | <b>2019-2020<br/>Estimated</b> | <b>2021-2022<br/>Proposed</b> | <b>2023-2024<br/>Projected</b> | <b>2025-2026<br/>Projected</b> |
|---|--------------------------------|-------------------------------|--------------------------------|--------------------------------|
| <b>Beginning Fund Balance</b>           | <b>113,675,000</b>             | <b>145,650,891</b>            | <b>90,498,307</b>              | <b>1,139,510</b>               |
| <b>Revenues</b>                         |                                |                               |                                |                                |
| Funding Rate Recovery                   | 556,089,000                    | 531,694,346                   | 559,789,658                    | 562,301,110                    |
| Non Rate Revenues                       | 40,215,364                     | 42,591,636                    | 46,578,444                     | 50,134,570                     |
| Interest Income                         | 4,750,210                      | 1,802,737                     | 799,752                        | 22,790                         |
| <b>Total Revenues</b>                   | <b>601,054,574</b>             | <b>576,088,719</b>            | <b>607,167,854</b>             | <b>612,458,470</b>             |
| <b>Expenditures</b>                     |                                |                               |                                |                                |
| Health Claim Expenditures               | (556,962,710)                  | (617,944,414)                 | (682,736,030)                  | (755,904,842)                  |
| Benefits Administration                 | (12,115,973)                   | (13,296,889)                  | (13,790,621)                   | (14,636,372)                   |
| Reserve/Contingency                     | -                              | (30,897,221)                  | (34,136,801)                   | (37,795,242)                   |
| <b>Total Expenditures</b>               | <b>(569,078,683)</b>           | <b>(662,138,524)</b>          | <b>(730,663,452)</b>           | <b>(808,336,456)</b>           |
| <b>Estimated Underexpenditures</b>      | <b>-</b>                       | <b>30,897,221</b>             | <b>34,136,801</b>              | <b>37,795,242</b>              |
| <b>Other Fund Transactions</b>          |                                |                               |                                |                                |
| <b>Total Other Fund Transactions</b>    | <b>-</b>                       | <b>-</b>                      | <b>-</b>                       | <b>-</b>                       |
| <b>Ending Fund Balance</b>              | <b>145,650,891</b>             | <b>90,498,307</b>             | <b>1,139,510</b>               | <b>(156,943,234)</b>           |
| <b>Reserves</b>                         |                                |                               |                                |                                |
| Expenditure Reserve                     | (19,501,000)                   | (19,501,000)                  | (19,501,000)                   | (19,501,000)                   |
| JLMIC PFR                               | (81,977,158)                   | (40,330,628)                  | -                              | -                              |
| ATU PFR                                 | (37,979,632)                   | (28,113,190)                  | (10,949,023)                   | -                              |
| Rainy Day Reserve                       | (6,193,101)                    | (2,553,489)                   | -                              | -                              |
| <b>Total Reserves</b>                   | <b>(145,650,891)</b>           | <b>(90,498,307)</b>           | <b>(30,450,023)</b>            | <b>(19,501,000)</b>            |
| Reserve Shortfall                       | -                              | -                             | 29,310,514                     | 176,444,234                    |
| <b>Ending Undesignated Fund Balance</b> | <b>-</b>                       | <b>-</b>                      | <b>-</b>                       | <b>-</b>                       |

**Financial Plan Notes**

All financial plans have the following assumptions, unless otherwise noted in below rows:

2021-2022 Proposed Budget ties to PBCS and matches 2021-2022 Estimated. (Please refer to footnotes 4 below.)

Outyear revenue and expenditure inflation assumptions are consistent with figures provided by PSB's BFPA guidance.

The 2019-2020 Beginning Fund Balance reflects the working capital amount that is illustrated on the 2018 CAFR.

**Revenues Notes:**

Funding Rate Recovery Revenue projection for 2020 - 2023 is based on Mercer Enrollment (August 2020 Projections). The funding was decreased by 10% for JLMIC in 2021 and 5% for ATU in 2021 and 2022. The funding rates then return to 2020 levels in 2022 for JLMIC and 2023 for ATU and will then remain constant in through 2026. 2024 enrollment was set based on Mercer's projected 2023 enrollment.

Non Rate Revenue projections for 2020-2023 are based on Mercer projections (August 2020). The average rate of growth between 2020 and 2023 was used to project 2024-2026.

Interest Income Revenue projections for 2019-2026 are based on projected yearly fund balance multiplied by OEFA interest assumptions.

**Expenditure Notes:**

Health Claim Expenditures projections for 2020 through 2023 are based on Mercer projections (August 2020). The average rate of growth between 2020 and 2023 was used to project 2024-2026.

Benefits Administration projections for 2019-2020 are based on 2019 actuals and budgeted amounts for 2020.

2021-2022 is based on the Executive Proposed budget in PBCS. 2023-2026 is based on standard County assumptions in the BFPA.

Reserve Contingency projections for 2019-2020, 2021-2022, 2023-2024, and 2025-2026 are based on 5% of projected Health Claim Expenditures (from Mercer projections).

**Reserve Notes:**

The Rainy Day Reserve is calculated by the taking the difference between "Ending Fund Balance" and the sum of the JLMIC PFR, ATU PFR and the Expenditure Reserve (e.g. the Incurred But Not Reported (IBNR)).

Reserve Shortfall is due to current funding rates being inadequate for out year costs. Plan design and funding rates for 2023-2024 and 2025-2026 are subject to negotiations with labor unions.

Updated: 08/27/2020 by Andres Fuerte

**2021-2022 Executive Proposed Operating Budget  
SAFETY AND CLAIMS MANAGEMENT (EN\_A66600)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b>   | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-------------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>77,838,148</b>   | <b>57,392,000</b> | <b>50.0</b>    | <b>0.0</b> |
| Base Budget Adjustments                       | 333,289             | 500,000           | 0.0            | 0.0        |
| Decision Package Adjustments                  | (3,037,887)         | 3,466,185         | (4.0)          | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>75,133,550</b>   | <b>61,358,185</b> | <b>46.0</b>    | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>75,134,000</b>   | <b>61,359,000</b> | <b>46.0</b>    | <b>0.0</b> |

**Notes**

1. The 2019-2020 Revised Budget equals the 2019-2020 Adopted Biennial Budget plus all Adopted Supplementals as of the publication of this document.

2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.

3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>  | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|--|---------------------|-----------------|----------------|------------|
| <b>Direct Service Changes</b>  |                     |                 |                |            |
| (DS_014) Position Reductions<br>Eliminate four positions in Safety and Claims to meet target reduction.  | (1,302,904)         | 0               | (4.0)          | 0.0        |
| <b>Technical Adjustments</b>   |                     |                 |                |            |
| (TA_010) Net Zero Account Adjustments<br>Implement net-zero adjustment among various expenditure and revenue accounts within the fund. This will improve alignment of budget estimates to actual financial results.              | 0                   | 0               | 0.0            | 0.0        |
| (TA_011) Revenue Adjustment - Industrial Insurance<br>Revise budgeted Industrial Insurance revenues to match current revenue forecasts.  | 0                   | 3,466,185       | 0.0            | 0.0        |
| (TA_012) Workers Compensation Claim Expenditure Adjustments<br>Adjust claim expenditure accounts to align with the most recent actuarial forecast.   | (1,902,000)         | 0               | 0.0            | 0.0        |
| (TA_113) Vacancy Rate Adjustment<br>Capture salary savings from employee turnover, without reducing the FTE authority, to increase the accuracy of labor budgeting for this appropriation unit and provide greater transparency. | (53,000)            | 0               | 0.0            | 0.0        |
| <b>Central Rate Adjustments</b>  | 220,017             | 0               | 0.0            | 0.0        |

**2021-2022 Executive Proposed Operating Budget  
SAFETY AND CLAIMS MANAGEMENT (EN\_A66600)**

| <b>Decision Package Adjustment Detail</b> | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>Total Decision Package Adjustments</b> | (3,037,887)         | 3,466,185       | (4.0)          | 0.0        |

**2021 - 2022 Proposed Financial Plan  
Safety & Claims Fund / 000005420**

| <b>Category</b>                           | <b>2019-2020<br/>Estimated</b> | <b>2021-2022<br/>Proposed</b> | <b>2023-2024<br/>Projected</b> | <b>2025-2026<br/>Projected</b> |
|---|--------------------------------|-------------------------------|--------------------------------|--------------------------------|
| <b>Beginning Fund Balance</b>             | <b>108,080,000</b>             | <b>108,781,057</b>            | <b>99,005,691</b>              | <b>90,978,545</b>              |
| <b>Revenues</b>                           |                                |                               |                                |                                |
| Industrial Insurance Rates                | 55,037,043                     | 58,666,185                    | 64,943,467                     | 71,892,418                     |
| Miscellaneous Revenues                    | 3,304,188                      | 2,692,000                     | 2,800,488                      | 2,913,347                      |
| <b>Total Revenues</b>                     | <b>58,341,231</b>              | <b>61,358,185</b>             | <b>67,743,954</b>              | <b>74,805,765</b>              |
| <b>Expenditures</b>                       |                                |                               |                                |                                |
| Claim Expenditures:                       |                                |                               |                                |                                |
| Medical and Misc Claim Costs (53103)      | (21,261,669)                   | (23,654,151)                  | (25,499,190)                   | (27,951,017)                   |
| Time Loss, Indemnity Claim Costs (53103)  | (19,359,358)                   | (21,537,782)                  | (23,217,742)                   | (25,450,201)                   |
| Claim Recoveries (53103)                  | 2,833,933                      | 2,833,933                     | 2,833,933                      | 2,833,933                      |
| WA State Dept of Labor & Industries:      |                                |                               |                                |                                |
| L&I - SSPF & 2nd Injury (53102)           | (10,058,539)                   | (10,058,539)                  | (10,259,710)                   | (10,464,904)                   |
| L&I - Administrative Assessment (53102)   | (2,341,461)                    | (2,341,461)                   | (2,435,588)                    | (2,533,499)                    |
| Administration & Interfund Transfers      | (17,178,148)                   | (16,375,550)                  | (17,192,803)                   | (18,247,204)                   |
| Reserve Contingency                       | (4,000,000)                    | (4,000,000)                   | (4,000,000)                    | (4,000,000)                    |
| <b>Total Expenditures</b>                 | <b>(71,365,243)</b>            | <b>(75,133,550)</b>           | <b>(79,771,101)</b>            | <b>(85,812,892)</b>            |
| <b>Estimated Underexpenditures</b>        | <b>4,000,000</b>               | <b>4,000,000</b>              | <b>4,000,000</b>               | <b>4,000,000</b>               |
| <b>Other Fund Transactions</b>            |                                |                               |                                |                                |
| Advances to Other Funds Repayment (15600) | 9,725,069                      |                               |                                |                                |
| <b>Total Other Fund Transactions</b>      | <b>9,725,069</b>               | <b>-</b>                      | <b>-</b>                       | <b>-</b>                       |
| <b>Ending Fund Balance</b>                | <b>108,781,057</b>             | <b>99,005,691</b>             | <b>90,978,545</b>              | <b>83,971,418</b>              |
| <b>Reserves</b>                           |                                |                               |                                |                                |
| Actuarial Liabilities Estimate            | (65,136,000)                   | (71,044,000)                  | (77,065,000)                   | (83,825,636)                   |
| <b>Total Reserves</b>                     | <b>(65,136,000)</b>            | <b>(71,044,000)</b>           | <b>(77,065,000)</b>            | <b>(83,825,636)</b>            |
| Reserve Shortfall                         | -                              | -                             | -                              | -                              |
| <b>Ending Undesignated Fund Balance</b>   | <b>43,645,057</b>              | <b>27,961,691</b>             | <b>13,913,545</b>              | <b>145,782</b>                 |

**Financial Plan Notes**

All financial plans have the following assumptions, unless otherwise noted in below rows.

2021-2022 Proposed Budget ties to PBCS and matches 2021-2022 Estimated.

Outyear revenue and expenditure inflation assumptions are consistent with figures provided by PSB's BFPA guidance.

The 2019-2020 Beginning Fund Balance reflects the working capital amount that is illustrated on the 2018 CAFR

**Revenues Notes:**

Industrial Insurance Billing Revenue projection for 2019-2020 is based on budgeted amounts for 2019-2020. For 2021-2022 it is anticipated that industrial insurance revenue will increase by 6.6%. In 2023-2024 and 2025-2026, it is anticipated that industrial insurance revenue will increase by an additional 10.7% in each biennium.

Miscellaneous Revenue projection for 2019-2020 is based on a monthly average from January 2020 - May 2020. For 2021-2022 the projected amount is based on budgeted amounts. For 2023-2024 AND 2025-2026, it is anticipated that miscellaneous insurance revenue will increase by 4.03% as shown in the 2019-2020 adopted financial plan.

**Expenditure Notes:**

Claim Expenditure projections for 2019-2020, 2021-2022, and 2023-2024 are based on actuarial report from Select Actuary Services Report, dated February 28, 2020. Note that Claim Expenditures were split by the following categories: (a) Medical and Misc Claim Costs, (b) Time Loss, Indemnity Claim Costs and (c ) Claim Recoveries based on numbers and ratios in iComp for the 2019-2020 biennium.

Claim Expenditures for 2025-2026 are projected based on the average rate of growth from 2019-2024.

WA State Dept of Labor & Industries projections for 2019-2020 are based on budgeted amounts. For 2021-2022 it is based on Proforma amounts. 2023-2024 and 2025-2026 are based on a 5 year trend analysis, which suggested that fees would increase as follows:

L&I - SSPF & 2nd Injury - Increase by 2% per year.

L&I - Administrative Assessment - Increase by 4.2% per year.

Administration & Interfund projections for 2019-2020 are based on budgeted amounts. For 2021-2022 the amount is equal to the Agency Proposed budget. For 2023-2024 and 2025-2026, it is anticipated that Administration & Interfund transfers will increase by 5.0% and 6.1% in each biennium, in accordance with the Q2 2020 BFPFA assumptions.

**Other Fund Transactions:**

Advances to Other Funds On 12/31/2018, the Safety & Claims fund was selected to transfer an overnight loan to other funds.

If this fund had not been selected, the 2019 Beginning Fund Balance would have been higher by \$9,725,069.

**Reserve Notes:**

Actuarial Liabilities projections for 2019-2020, 2021-2022, and 2023-2024 are based on actuarial report from Select Actuary Services, dated February 28, 2020. Actuarial Liabilities for 2025-2026 are projected based on the average rate of growth from 2019-2024.

Updated 08/31/2020 by Andres Fuerte



# KING COUNTY INFORMATION TECHNOLOGY

## MISSION

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King County Information Technology delivers smart information technology solutions that support its customers.

## OVERVIEW

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The King County Information Technology (KCIT) Department plans, operates, and supports the County's information technology (IT) infrastructure, enabling County departments, offices, and employees to carry out their roles efficiently and securely and facilitating effective delivery of quality services to county residents. KCIT clusters its customers into four groups: King County executive branch departments and separately elected offices; King County employees; members of the public; and community organizations.

To support a digital workplace for County agencies and employees, KCIT sets countywide IT standards and policies; manages the County network, digital platforms, and workstations; and provides customer support to end-users. In view of rapid technology advancement, KCIT implements measures to ensure the security and integrity of County IT systems and data and oversees modernization of the County application portfolio and technology hardware.

KCIT enables the County to offer services and engage with its constituents online, through its [kingcounty.gov](http://kingcounty.gov) website. Finally, KCIT provides regional services, which include E-911, cable communications, emergency radio communications, and institutional network (I-Net).

**2021-2022 Executive Proposed Operating Budget  
KCIT SERVICES (EN\_A43200)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b>    | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|--------------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>225,095,832</b>  | <b>224,752,031</b> | <b>377.6</b>   | <b>0.0</b> |
| Base Budget Adjustments                       | (5,261,774)         | (6,253,267)        | (14.5)         | 0.0        |
| Decision Package Adjustments                  | (10,384,939)        | (1,164,104)        | 3.9            | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>209,449,119</b>  | <b>217,334,660</b> | <b>367.0</b>   | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>209,450,000</b>  | <b>217,335,000</b> | <b>367.0</b>   | <b>0.0</b> |

**Notes**

1. The 2019-2020 Revised Budget equals the 2019-2020 Adopted Biennial Budget plus all Adopted Supplementals as of the publication of this document.

2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.

3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>   | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>Direct Service Changes</b>   |                     |                 |                |            |
| (DS_002) Microsoft Enterprise Agreement<br>Add funding for the newly renegotiated, five-year Microsoft Enterprise Agreement. The agreement includes Microsoft 365 software suites for all County users and the Dynamics platform, which is used in the County's upcoming the property tax accounting system (PTAS), the jail management system (JMS), and multiple DCHS client reporting systems. The contract also includes cybersecurity protection and advanced compliance features to enhance the County's approach to data governance. | 4,287,100           | 4,287,100       | 0.0            | 0.0        |
| (DS_003) Procurement Position Transfers to Finance and Business Operations Division (FBOD)<br>Transfer KCIT contract positions to FBOD as part of the County's larger effort to centralize procurement services. This change is based on the 2019 Hackett study, which recommended centralizing procurement within FBOD.  | (1,231,698)         | 0               | (3.0)          | 0.0        |
| (DS_006) Application Modernization Savings<br>Reduce budget for KCIT application support to reflect anticipated savings (labor and non-labor) from modernizing County legacy systems.   | (4,127,013)         | (4,127,013)     | 0.0            | 0.0        |

**2021-2022 Executive Proposed Operating Budget  
KCIT SERVICES (EN\_A43200)**

| Decision Package Adjustment Detail   | Expenditures | Revenues    | Reg FTE | TLT |
|--|--------------|-------------|---------|-----|
| (DS_007) Supplies and Maintenance Budget Reduction<br>Reduce the supplies and maintenance budget, including IT supplies, hardware and software maintenance, and purchases, to meet the 2021-2022 target reduction set for KCIT.  | (3,002,138)  | (3,002,138) | 0.0     | 0.0 |
| (DS_008) Equipment Replacement Transfer Budget Reduction<br>Reduce the ongoing transfer from KCIT Services to KCIT's capital fund (F3781) for equipment replacement. The server and network equipment replacement projects reside in KCIT's capital fund, and KCIT central rates collected in KCIT's operating fund are used to fund these projects. This reduction is in response to a target 2021-2022 budget reduction set for KCIT.  | (1,300,000)  | (1,300,000) | 0.0     | 0.0 |
| (DS_009) Workstation Budget Reduction<br>Reduce the budget for workstation leases and Microsoft Office365 licenses based on an estimated reduction in the number of users. This reduction also factors in estimated savings from fewer special software licenses, such as Adobe Acrobat Pro and others.  | (1,309,000)  | (1,309,000) | 0.0     | 0.0 |
| (DS_010) Consulting Budget Reduction<br>Reduce the consulting budget for KCIT's Office of the Chief Information Officer.   | (60,000)     | (60,000)    | 0.0     | 0.0 |
| (DS_011) Tableau Enterprise Solution (COVID-19)<br>Convert the current on-premises Tableau solution to Tableau Amazon Web Services (AWS), a Cloud-based enterprise service for all County agencies. This software is essential for managing King County's public health response to COVID-19 as it is used for contact tracing and other day-to-day public health monitoring and reporting during this public health emergency. Unlike its on-premise predecessor, Tableau AWS is Health Insurance Portability And Accountability Act and Criminal Justice Information Services compliant. | 1,848,616    | 1,848,616   | 0.0     | 0.0 |
| <b>Administrative Service Changes</b>  |              |             |         |     |
| (AC_002) Increase Partial Positions to Full Time<br>Increase budget to make part-time positions full-time positions in order to recruit the best candidates in a highly competitive job market.  | 28,088       | 0           | 0.9     | 0.0 |
| (AC_101) Labor Resources Transfer to KCIT Geographic Information Resources (GIS) Fund<br>Adjust the labor resources between the KCIT GIS Fund (000005481) and KCIT Services Fund to align with KCIT's new service model and organizational structure set for 2021-2022.  | (299,173)    | 0           | (1.0)   | 0.0 |
| (AC_102) Labor Resources Transfer from KCIT GIS Fund<br>Adjust labor budget to align with KCIT's new service model and organizational structure. Starting in 2021, KCIT Services will provide engineering and application support services to KCIT GIS.  | 2,543,988    | 1,676,156   | 7.0     | 0.0 |

**2021-2022 Executive Proposed Operating Budget  
KCIT SERVICES (EN\_A43200)**

| <b>Decision Package Adjustment Detail</b>  | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|--|---------------------|-----------------|----------------|------------|
| <b>Technical Adjustments</b>   |                     |                 |                |            |
| (TA_001) Labor Budget Correction<br>Reduce the temporary help budget (Account 51120) by the amount of wages and benefits for 15 positions added as part of the 2019-2020 2nd Omnibus. This reduction will eliminate duplication of the labor budget associated with these 15 positions, which inadvertently occurred when the Proforma budget was initialized. | (5,139,166)         | 0               | 0.0            | 0.0        |
| (TA_002) Net-Zero Changes<br>Align the budget to the current organizational structure, which is used for recording actual expenditures.  | 6                   | 0               | 0.0            | 0.0        |
| (TA_050) Revenue Adjustment<br>Revise the budgeted revenues rolled over from the 2019-2020 budget to match the current forecast. The current forecast is based on the 2021-2022 KCIT central rates and estimated revenues from other sources.  | 0                   | 822,175         | 0.0            | 0.0        |
| (TA_112) Temporary Account Adjustment<br>Adjust temporary account to accommodate GWI and FICA.   | 85,083              | 0               | 0.0            | 0.0        |
| (TA_113) Vacancy Rate Adjustment<br>Capture salary savings from employee turnover, without reducing the FTE authority, to increase the accuracy of labor budgeting for this appropriation unit and provide greater transparency.   | (675,000)           | 0               | 0.0            | 0.0        |
| <b>Central Rate Adjustments</b>  | (2,034,632)         | 0               | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>  | (10,384,939)        | (1,164,104)     | 3.9            | 0.0        |

**2021-2022 Proposed Budget**  
**Department of Information Technology Operating Fund | 000005531**

| Category  | 2019-2020<br>Estimated | 2021-2022<br>Proposed | 2023-2024<br>Projected | 2025-2026<br>Projected |
|---|------------------------|-----------------------|------------------------|------------------------|
| <b>BEGINNING FUND BALANCE</b>                                   | \$ 1,542,000           | \$ (2,015,527)        | \$ 5,870,014           | \$ 5,244,088           |
| <b>REVENUES</b>   |                        |                       |                        |                        |
| KCIT Central Rates  | 164,069,890            | 154,729,092           | 159,834,110            | 167,267,562            |
| KCIT Central Rates - Workstation Lease/Peripherals/O365 License | 10,840,649             | 27,288,846            | 30,471,159             | 32,329,899             |
| KCIT Central Rates - Application Enhancement                    | 10,156,927             | 11,636,570            | 12,043,850             | 12,778,525             |
| PMs/BA/BSS/DCE Projects, Agency Specific & Other Internal Svcs  | 13,461,685             | 11,781,756            | 12,194,117             | 12,937,959             |
| Service Reimbursement from KCIT Regional Services Funds         | 4,225,507              | 6,785,692             | 7,023,191              | 7,451,606              |
| Misc. Revenue (revenue from external customers)                 | 473,094                | 250,000               | 100,000                | 100,000                |
| Mainframe Loan Payment from General Fund, DC Bond Defeas        | 4,212,950              | 6,018,525             | 2,804,817              | -                      |
| True Up and Refunds   | 4,697,691              | (1,155,821)           | -                      | -                      |
| EA Shortage Collection  | 3,400,000              | -                     | -                      | -                      |
| Emergency Omnibus (COVID-19)                                    | 6,000,000              | -                     | -                      | -                      |
| <b>Total Revenues:</b>  | <b>\$ 221,538,394</b>  | <b>\$ 217,334,660</b> | <b>\$ 224,471,244</b>  | <b>\$ 232,865,550</b>  |
| <b>EXPENDITURES</b>   |                        |                       |                        |                        |
| Wages and Benefits  | (129,372,400)          | (133,567,414)         | (140,245,785)          | (148,800,778)          |
| Supplies  | (7,539,679)            | (5,588,106)           | (5,552,511)            | (5,891,214)            |
| Services - Other Charges  | (50,682,360)           | (50,971,021)          | (55,675,167)           | (59,071,352)           |
| Capital Outlay  | (770,418)              | (200,000)             | (210,000)              | (222,810)              |
| Intragovernmental Services                                      | (15,974,996)           | (16,291,810)          | (17,106,401)           | (18,149,891)           |
| Intragovernmental Contributions                                 | (5,650,683)            | (2,830,768)           | (6,307,306)            | (3,103,617)            |
| Bond Payments   | (6,571,954)            | -                     | -                      | -                      |
| 3rd Omnibus: KC.gov Refresh                                     | (2,533,431)            | -                     | -                      | -                      |
| Emergency Omnibus (COVID-19)                                    | (6,000,000)            | -                     | -                      | -                      |
| <b>Total Expenditures:</b>                                      | <b>(225,095,921)</b>   | <b>(209,449,119)</b>  | <b>(225,097,170)</b>   | <b>(235,239,663)</b>   |
| <b>ESTIMATED UNDEREXPENDITURES</b>                              |                        | -                     | -                      |                        |
| <b>OTHER FUND TRANSACTIONS</b>                                  | -                      | -                     | -                      | -                      |
| <b>Total Other Fund Transactions:</b>                           | -                      | -                     | -                      | -                      |
| <b>ENDING FUND BALANCE</b>                                      | <b>(2,015,527)</b>     | <b>5,870,014</b>      | <b>5,244,088</b>       | <b>2,869,976</b>       |
| <b>RESERVES</b>   |                        |                       |                        |                        |
| Business Continuity (Disaster Recovery)                         | (400,000)              | (400,000)             | (400,000)              | (400,000)              |
| Transfer to F3781 for UC Replacement: Skype to Teams            | -                      | (2,183,251)           | -                      | -                      |
| Technology Risk Mitigation                                      | -                      | (2,000,000)           | (2,000,000)            | (2,000,000)            |
| Refund/True-ups   | -                      | -                     | -                      | -                      |
| <b>Total Reserves:</b>  | <b>(400,000)</b>       | <b>(4,583,251)</b>    | <b>(2,400,000)</b>     | <b>(2,400,000)</b>     |
| <b>RESERVE SHORTFALL</b>  | <b>2,415,527</b>       | -                     | -                      | -                      |
| <b>ENDING UNDESIGNATED FUND BALANCE</b>                         | -                      | <b>1,286,763</b>      | <b>2,844,088</b>       | <b>469,976</b>         |

**Financial Plan Notes:**

All financial plans have the following assumptions, unless otherwise noted in below rows.

2021-2022 Proposed Budget ties to PBCS.

Outyear revenue and expenditure inflation assumptions are consistent with figures provided by PSB and/or OEFA, except for the central rates revenue assumption.

**Revenue Notes:**

True Up and Refunds: Service-Level True Up is based on the true up of the number of workstations, servers, applications O&M. In 2021-2022, the one-time fund balance refund (\$3M) is included.

Mainframe (MF) Loan Payment from General Fund, DC Bond Defeas: 2021- 2023 collections represent the data center bond defeasance collection.

The central rates in 2023-2024 assumes that one-time collection of the Unified Communications Project funding shortage (\$2.2M)

Service Reimbursement from KCIT Regional Services Funds: This represents the estimated revenue from the KCIT Regional Services Funds (Cable, GIS, I-Net, Radio, E-911, PSERN) for the internal services that KCIT provides. The internal services include administrative services (Finance, HR, central purchases), Infrastructure/Network support, KCIT central management support.

Misc. Revenue: This primarily represents the estimated revenue from title companies for their data access. The financial plan assumes a reduction in 2023-2024 due to the new systems (PTAS) activation.

**Expenditure Notes:**

Out year assumptions for the Office 365 license cost are based on the 5 year Microsoft Enterprise Agreement.

In 2023-2024, additional \$2M is assumed under intragovernmental contributions for network equipment replacement to counter a reduction in 2021-2022 due to budget constraints.

Reserves Notes:

UC replacement capital project residing in F3781 was approved in the 4th COVID Supplemental. The project will be implemented over 2020-2021 with 2020 costs to be covered by the CRF funds and 2021 costs (net of loan out labor) to be covered by KCIT fund balance in this fund (F5531). The expenditure authority to transfer a portion of the F5531 fund balance for UC replacement will be requested in the 2021-2022 1st Omnibus, once it's known if the CRF eligibility period will be extended to cover 2021 costs and how much of the project costs will roll over to 2021.

Technology Risk Mitigation Reserve is for unplanned expenditures due to evolving cyber threats, audit and compliance responses, and other emergency technology needs.

This plan was updated by Junko Keesecker on 8/31/2020.

**2021-2022 Executive Proposed Operating Budget  
RADIO COMMUNICATIONS SERVICES (EN\_A21300)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b>   | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-------------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>9,409,823</b>    | <b>10,161,756</b> | <b>14.0</b>    | <b>0.0</b> |
| Base Budget Adjustments                       | (194,135)           | 0                 | 0.0            | 0.0        |
| Decision Package Adjustments                  | 501,962             | 636,446           | 0.0            | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>9,717,650</b>    | <b>10,798,202</b> | <b>14.0</b>    | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>9,718,000</b>    | <b>10,799,000</b> | <b>14.0</b>    | <b>0.0</b> |

**Notes**

1. The 2019-2020 Revised Budget equals the 2019-2020 Adopted Biennial Budget plus all Adopted Supplementals as of the publication of this document.

2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.

3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>  | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|--|---------------------|-----------------|----------------|------------|
| <b>Administrative Service Changes</b>  |                     |                 |                |            |
| (AC_010) KCIT Internal Support Services<br>Increase budget to pay for the 2021-2022 KCIT internal support services provided by KCIT Services Fund. The payments will support KCIT central services, such as fund management and human resource management. | 89,858              | 0               | 0.0            | 0.0        |
| <b>Technical Adjustments</b>   |                     |                 |                |            |
| (TA_050) Revenue Adjustment<br>Revise budgeted revenues to match revenue forecast.   | 0                   | 636,446         | 0.0            | 0.0        |
| (TA_111) Overtime Account Adjustment<br>Adjust overtime account to accommodate GWI, retirement, and FICA.  | 1,273               | 0               | 0.0            | 0.0        |
| <b>Central Rate Adjustments</b>  | 410,831             | 0               | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>  | <b>501,962</b>      | <b>636,446</b>  | <b>0.0</b>     | <b>0.0</b> |

**2021-2022 Proposed Financial Plan  
Radio Communications / 00004501**

| Category  | 2019-2020<br>Estimated | 2021-2022<br>Proposed | 2023-2024<br>Projected | 2025-2026<br>Projected |
|---|------------------------|-----------------------|------------------------|------------------------|
| <b>BEGINNING FUND BALANCE</b>                         | <b>11,116,601</b>      | <b>12,122,843</b>     | <b>13,203,394</b>      | <b>13,924,810</b>      |
| <b>REVENUES</b>                                       |                        |                       |                        |                        |
| Access Infrastructure O&M                             | 4,172,669              | 4,164,912             | -                      | -                      |
| Radio Services  | 2,672,553              | 3,078,210             | 3,232,121              | 3,429,280              |
| Radio Replacement Reserve                             | 697,573                | 723,880               | 723,880                | 723,880                |
| Revenue from Site Lease & Valleycom Support Agreement | 1,097,349              | 1,103,882             | -                      | -                      |
| Investment Earnings                                   | 451,269                | 327,318               | 369,695                | 403,819                |
| Credit to F5531 for M&BF costs collected              | (257,577)              | -                     | -                      | -                      |
| Revenue from Projects                                 | 1,542,233              | 1,400,000             | -                      | -                      |
| <b>Total Revenues:</b>                                | <b>10,376,069</b>      | <b>10,798,202</b>     | <b>4,325,696</b>       | <b>4,556,979</b>       |
| <b>EXPENDITURES:</b>                                  |                        |                       |                        |                        |
| 51000-WAGES AND BENEFITS                              | (4,685,456)            | (3,818,033)           | (1,715,702)            | (1,820,360)            |
| 52000-SUPPLIES  | (512,174)              | (658,368)             | (301,111)              | (319,478)              |
| 53000-SERVICES-OTHER CHARGES                          | (1,653,379)            | (2,446,012)           | (268,806)              | (285,203)              |
| 55000-INTRAGOVERNMENTAL SERVICES                      | (2,323,360)            | (2,476,106)           | (1,190,520)            | (1,263,142)            |
| 56000-CAPITAL OUTLAY                                  | (134,351)              | (288,132)             | (33,682)               | (35,736)               |
| 58000-INTRAGOVERNMENTAL CONTRIBUTIONS                 | (61,108)               | (60,831)              | (64,008)               | (67,912)               |
| 59800-CONTINGENCIES                                   | -                      | (29,000)              | (30,450)               | (32,307)               |
| 59900-CONTRA EXPENDITURES                             | -                      | 58,832                | -                      | -                      |
| <b>Total Expenditures:</b>                            | <b>(9,369,827)</b>     | <b>(9,717,650)</b>    | <b>(3,604,280)</b>     | <b>(3,824,141)</b>     |
| <b>OTHER FUND TRANSACTIONS</b>                        |                        |                       |                        |                        |
| Transfer out to the Radio Capital Fund                | -                      | -                     | -                      | -                      |
| Refund of the Accumulated Radio Handheld Reserves     | -                      | -                     | -                      | -                      |
| GAAP Transactions                                     | -                      | -                     | -                      | -                      |
| <b>Total Other Fund Transactions:</b>                 | <b>-</b>               | <b>-</b>              | <b>-</b>               | <b>-</b>               |
| <b>ENDING FUND BALANCE</b>                            | <b>12,122,843</b>      | <b>13,203,394</b>     | <b>13,924,810</b>      | <b>14,657,649</b>      |
| <b>RESERVES</b>                                       |                        |                       |                        |                        |
| Accumulated Radio Reserves                            | (7,051,063)            | (7,748,636)           | (8,472,516)            | (9,196,396)            |
| Current Period Contribution to Radio Reserve          | (697,573)              | (723,880)             | (723,880)              | (723,880)              |
| Accumulated Radio Reserves - RCS                      | (177,734)              | (177,734)             | (177,734)              | (177,734)              |
| Rate Stabilization Reserve                            | (3,806,063)            | (4,148,242)           | (4,400,502)            | (4,400,300)            |
| Rainy Day Reserve (30 days)                           | (390,409)              | (404,902)             | (150,178)              | (159,339)              |
| <b>Total Reserves:</b>                                | <b>(12,122,843)</b>    | <b>(13,203,394)</b>   | <b>(13,924,810)</b>    | <b>(14,657,649)</b>    |
| <b>RESERVE SHORTFALL</b>                              | <b>-</b>               | <b>-</b>              | <b>-</b>               | <b>-</b>               |
| <b>ENDING UNDESIGNATED FUND BALANCE</b>               | <b>-</b>               | <b>-</b>              | <b>-</b>               | <b>-</b>               |

**Financial Plan Notes:**

All financial plans have the following assumptions, unless otherwise noted in below rows:

Revenue Notes:

The plan assumes the 800mhz radio network infrastructure support and associated revenue will go away when the PSERN Operator goes live in January 2023. The study for post-PSERN operation will be conducted in 2021 -2022 to determine the future operation model of the radio shop.

Reserve Notes:

Radio Reserve (both Prior Year Accumulation and Current Period Collection from Customers) is held for scheduled replacement of handheld radios; based on the number of radios.

Rate Stabilization Reserve is to protect the future service volatility in new services (such as BDA). The funds may be used for the future operation projects.

Rainy Day Reserves are designed to offset unknown and known risks, variable costs, and unanticipated revenue fluctuations. The RCS Rainy Day Reserve equal to 30-60 days of expenditures. Requests for drawing down require the approval of PSB prior to an appropriation request being transmitted to Council.

This plan was updated by Junko Keesecker 8/11/2020

**2021-2022 Executive Proposed Operating Budget  
CABLE COMMUNICATIONS (EN\_A43700)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b>  | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|------------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>1,134,308</b>    | <b>6,200,000</b> | <b>1.5</b>     | <b>0.0</b> |
| Base Budget Adjustments                       | (316,781)           | 0                | 0.0            | 0.0        |
| Decision Package Adjustments                  | 8,636               | (503,600)        | 0.0            | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>826,163</b>      | <b>5,696,400</b> | <b>1.5</b>     | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>827,000</b>      | <b>5,697,000</b> | <b>1.5</b>     | <b>0.0</b> |

**Notes**

1. The 2019-2020 Revised Budget equals the 2019-2020 Adopted Biennial Budget plus all Adopted Supplementals as of the publication of this document.

2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.

3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>  | <b>Expenditures</b> | <b>Revenues</b>  | <b>Reg FTE</b> | <b>TLT</b> |
|--|---------------------|------------------|----------------|------------|
| <b>Administrative Service Changes</b>  |                     |                  |                |            |
| (AC_010) KCIT Internal Support Services<br>Increase budget to pay for the 2021-2022 KCIT internal support services provided by KCIT Services Fund. The payments will support KCIT central services, such as fund management, human resource management, and other central purchases. | 1,490               | 0                | 0.0            | 0.0        |
| <b>Technical Adjustments</b>   |                     |                  |                |            |
| (TA_050) Revenue Adjustment<br>Revise budgeted revenues to match revenue forecast.   | 0                   | (503,600)        | 0.0            | 0.0        |
| <b>Central Rate Adjustments</b>  | 7,146               | 0                | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>  | <b>8,636</b>        | <b>(503,600)</b> | <b>0.0</b>     | <b>0.0</b> |

**2021-2022 Executive Proposed Operating Budget  
ENHANCED-911 (EN\_A43100)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b>   | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-------------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>58,596,622</b>   | <b>49,434,880</b> | <b>14.0</b>    | <b>0.0</b> |
| Base Budget Adjustments                       | (3,684,396)         | (37,390)          | (6.0)          | 0.0        |
| Decision Package Adjustments                  | 13,614,791          | 274,624           | 0.0            | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>68,527,017</b>   | <b>49,672,114</b> | <b>8.0</b>     | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>68,528,000</b>   | <b>49,673,000</b> | <b>8.0</b>     | <b>0.0</b> |

**Notes**

1. The 2019-2020 Revised Budget equals the 2019-2020 Adopted Biennial Budget plus all Adopted Supplementals as of the publication of this document.

2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.

3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>   | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>Administrative Service Changes</b>   |                     |                 |                |            |
| (AC_001) E-911 Platform Modernization Plan<br>Add appropriation authority for phase two of the E-911 Platform Modernization Plan. Phase one is currently in progress. | 18,141,139          | 0               | 0.0            | 0.0        |
| (AC_010) KCIT Cost Adjustment<br>Adjust budget to reflect the 2021-2022 KCIT internal support costs for the KCIT Regional Services.                                   | (2,706,646)         | 0               | 0.0            | 0.0        |
| <b>Technical Adjustments</b>  |                     |                 |                |            |
| (TA_001) E-911 Budget Realignment<br>Realign budget dollars into appropriate accounts. A part of the realignment is captured in the cost reductions in AC_010.        | 1,973,772           | 0               | 0.0            | 0.0        |
| (TA_050) Revenue Adjustment<br>Revise budgeted revenues to match the current forecast.  | 0                   | 274,624         | 0.0            | 0.0        |
| (TA_112) Temporary Account Adjustment<br>Adjust temporary account to accommodate GWI and FICA.  | 9,043               | 0               | 0.0            | 0.0        |
| <b>Central Rate Adjustments</b>   | <b>(3,802,517)</b>  | <b>0</b>        | <b>0.0</b>     | <b>0.0</b> |
| <b>Total Decision Package Adjustments</b>   | <b>13,614,791</b>   | <b>274,624</b>  | <b>0.0</b>     | <b>0.0</b> |

**2021 - 2022 Proposed Financial Plan  
E911 Program Office / 000001110**

| <b>Category</b>                         | <b>2019-2020<br/>Estimated</b> | <b>2021-2022<br/>Proposed</b> | <b>2023-2024<br/>Projected</b> | <b>2025-2026<br/>Projected</b> |
|---|--------------------------------|-------------------------------|--------------------------------|--------------------------------|
| <b>Beginning Fund Balance</b>           | <b>22,099,720</b>              | <b>27,763,029</b>             | <b>8,908,126</b>               | <b>7,864,182</b>               |
| <b>Revenues</b>                         |                                |                               |                                |                                |
| E911 Switched Access Line Excise Tax    | 4,670,766                      | 3,786,045                     | 3,100,865                      | 2,539,739                      |
| E911 Wireless Access Line Excise Tax    | 33,083,269                     | 33,966,074                    | 34,794,937                     | 35,600,923                     |
| E911 Wireless Prepaid Line Excise Tax   | 3,930,228                      | 4,006,951                     | 4,095,494                      | 4,163,339                      |
| E911 VoIP Access Line Excise Tax        | 7,231,118                      | 7,466,377                     | 7,791,337                      | 8,111,698                      |
| State E911 Support                      | 206,188                        | 200,000                       | 200,000                        | 200,000                        |
| Investment Interest / Other             | 933,371                        | 246,667                       | 246,667                        | 246,667                        |
| <b>Total Revenues</b>                   | <b>50,054,940</b>              | <b>49,672,114</b>             | <b>50,229,300</b>              | <b>50,862,366</b>              |
| <b>Expenditures</b>                     |                                |                               |                                |                                |
| WAGES AND BENEFITS (51000)              | (3,413,641)                    | (3,602,589)                   | (4,496,289)                    | (4,746,984)                    |
| SUPPLIES (52000)                        | (121,351)                      | (318,041)                     | (152,527)                      | (160,562)                      |
| SERVICES-OTHER CHARGES (53000)          | (32,449,677)                   | (36,447,127)                  | (34,223,179)                   | (31,814,407)                   |
| INTRAGOVERNMENTAL SERVICES (55000)      | (6,883,155)                    | (7,026,482)                   | (7,683,770)                    | (7,874,807)                    |
| CAPITAL OUTLAY (56000)                  | (1,365,519)                    | (2,713,038)                   | (415,535)                      | (437,423)                      |
| INTRAGOVERNMENTAL CONTRIBUTIONS (58000) | (20,799)                       | (18,144,762)                  | (1,825)                        | (1,921)                        |
| CONTINGENCIES (59800)                   | (137,489)                      | (274,978)                     | (4,300,119)                    | (4,315,928)                    |
| <b>Total Expenditures</b>               | <b>(44,391,631)</b>            | <b>(68,527,017)</b>           | <b>(51,273,244)</b>            | <b>(49,352,031)</b>            |
| <b>Estimated Underexpenditures</b>      |                                |                               |                                |                                |
| <b>Other Fund Transactions</b>          |                                |                               |                                |                                |
| <b>Total Other Fund Transactions</b>    | -                              | -                             | -                              | -                              |
| <b>Ending Fund Balance</b>              | <b>27,763,029</b>              | <b>8,908,126</b>              | <b>7,864,182</b>               | <b>9,374,517</b>               |
| <b>Reserves</b>                         |                                |                               |                                |                                |
| Rainy Day Reserve (30 days)             | (1,863,575)                    | (2,116,055)                   | (2,153,400)                    | (2,072,705)                    |
| <b>Total Reserves</b>                   | <b>(1,863,575)</b>             | <b>(2,116,055)</b>            | <b>(2,153,400)</b>             | <b>(2,072,705)</b>             |
| Reserve Shortfall                       | -                              | -                             | -                              | -                              |
| <b>Ending Undesignated Fund Balance</b> | <b>25,899,454</b>              | <b>6,792,072</b>              | <b>5,710,783</b>               | <b>7,301,813</b>               |

**Financial Plan Notes**

All financial plans have the following assumptions, unless otherwise noted in below rows:

2021-2022 Proposed Budget ties to PBCS and matches 2021-2022 Estimated.

Outyear revenue and expenditure inflation assumptions are consistent with figures provided by PSB's BFPA guidance.

Revenues Notes:

Revenue projections for the Switched Acces Line, Wireless Access, Wireless Prepaid and VOIP Access Line excise taxes come from the August OEFA Forecast.

Expenditure Notes:

2021-2022 Intragovernmental Contributions reflects a transfer to capital (Fund 3170) for E-911 Platform Modernization Phase 2.

Reserve Notes:

Updated by Bryan Karol August 2020

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: King County Information Technology, Fund: 3170 E 911 CAPITAL, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3170 E 911 CAPITAL - King County Information Technology |   |              |                     |  |
|---|---|--------------|---------------------|--|
| Project Number  | Project Name Class Code                       | Tech Adj     | FY21-22             | Narratives   |
| 1133685   | <b>E911 Pltfrm Mdrnztm Plan</b><br>STANDALONE |              | \$18,141,139        | <p><b>Current Scope:</b> E-911 Platform Modernization Plan - The E-911 Platform Modernization Plan technology project will develop and implement a single architectural platform to modernize the 911 system. The project will be implemented in phases. As part of Phase I, the project will contract a consulting organization to work with a King County business analyst and procurement to develop the entire project life-cycle and a request for proposals. Phase 2 is the project implementation which includes the vendor hardware/software installation, training on the platform, testing, system go-live and ultimately user acceptance.</p> <p><b>Budget Request Basis:</b> The budget request is based on the cost for hardware/software, which was determined by utilizing the industry standard cost per 911-answering position and multiplying by the 230 911-answering positions in King County. The Program also utilized previous vendor quotes to refine the cost estimates for the required, dedicated 9-1-1 network infrastructure. In addition to the hardware/software costs, the Program worked with King County IT Project Management, Business Analysis and Network Engineering departments to create estimates of effort for the project; those estimates were used to calculate the cost estimate for labor.</p> |
| <b>3170 - E 911 CAPITAL</b>                             |   | <b>Total</b> | <b>\$18,141,139</b> |  |
| <b>Grand Total</b>                                      |   |              | <b>\$18,141,139</b> |  |

**2021-2022 Proposed Financial Plan  
E911 Program Office Capital Fund / 000003170**

**Capital Improvement Program (CIP) Budget**

|  | 2019-2020<br>Estimated<br>Ending Balance<br>(YE ITD Balance) | 2021-2022<br>Proposed | 2021-2022 Total<br>(Balance +<br>Budget) | 2023-2024<br>Projected | 2025-2026<br>Projected |
|--|--|-----------------------|--|------------------------|------------------------|
| <b>Capital Budget Revenue Sources:</b> |  |                       |  |                        |                        |
| Revenue Backing from Fund Balance      | 4,861,434  | -                     | 4,861,434                                | -                      | -                      |
| Transfer from Operating Fund 1110      | 3,027,232  | 18,141,139            | 21,168,371                               | -                      | -                      |
|  | -  | -                     | -  | -                      | -                      |
| <b>Total Capital Revenue</b>           | \$ 7,888,666   | \$ 18,141,139         | \$ 26,029,805                            | \$ -                   | \$ -                   |
| <b>Capital Appropriation:</b>          |  |                       |  |                        |                        |
| PSAP Viper Refreshes                   | (1,905,044)  | -                     | (1,905,044)                              | -                      | -                      |
| E-911 Platform Modernization           | (1,850,312)  | (18,141,139)          | (19,991,451)                             | -                      | -                      |
| E-911 Map Modernization                | (3,938,310)  | -                     | (3,938,310)                              | -                      | -                      |
| E-911 Call Management Upgrade          | (195,000)  | -                     | (195,000)                                | -                      | -                      |
|  | -  | -                     | -  | -                      | -                      |
| <b>Total Capital Appropriation</b>     | \$ (7,888,666)   | \$ (18,141,139)       | \$ (26,029,805)                          | \$ -                   | \$ -                   |

**CIP Fund Financial Position**

|   | 2019-2020<br>Biennial to Date<br>Actuals | 2019-2020<br>Estimated | 2021-2022<br>Biennial to Date<br>Actuals | 2021-2022<br>Estimated | 2023-2024<br>Projected | 2025-2026<br>Projected |
|---|--|------------------------|--|------------------------|------------------------|------------------------|
| <b>Beginning Fund Balance</b>                       | 7,671,614                                | 7,671,614              | -  | 4,240,425              | -                      | -                      |
| <b>Capital Funding Sources</b>                      |  |                        |  |                        |                        |                        |
| Transfer from Operating Fund 1110 (2020)            | -  | -                      | -  | 18,141,139             | -                      | -                      |
|   | -  | -                      | -  | -                      | -                      | -                      |
|   | -  | -                      | -  | -                      | -                      | -                      |
|   | -  | -                      | -  | -                      | -                      | -                      |
| <b>Total Capital Revenue</b>                        | \$ -                                     | \$ -                   | \$ -                                     | \$ 18,141,139          | \$ -                   | \$ -                   |
| <b>Capital Expenditures</b>                         |  |                        |  |                        |                        |                        |
| PSAP Viper Refreshes                                | (2,031,061)                              | (2,031,061)            | -  | -                      | -                      | -                      |
| E-911 Platform Modernization                        | (489,715)                                | (765,688)              | -  | (18,577,139)           | -                      | -                      |
| E-911 Map Modernization                             | (184,440)                                | (184,440)              | -  | (3,804,425)            | -                      | -                      |
| E-911 Call Management Upgrade                       | (104,964)                                | (450,000)              | -  | -                      | -                      | -                      |
| <b>Total Capital Expenditures</b>                   | \$ (2,810,180)                           | \$ (3,431,189)         | \$ -                                     | \$ (22,381,564)        | \$ -                   | \$ -                   |
| <b>Other Fund Transactions</b>                      |  |                        |  |                        |                        |                        |
|   |  |                        |  |                        |                        |                        |
| <b>Ending Fund Balance</b>                          | \$ 4,861,434                             | \$ 4,240,425           | \$ -                                     | \$ -                   | \$ -                   | \$ -                   |
| <b>Fund Balance designated to current projects*</b> | \$ (4,861,434)                           | \$ (4,240,425)         | \$ -                                     | \$ -                   | \$ -                   | \$ -                   |
| <b>Reserves</b>                                     |  |                        |  |                        |                        |                        |
| Grant Contingency                                   | -  | -                      | -  | -                      | -                      | -                      |
| Cash Flow   | -  | -                      | -  | -                      | -                      | -                      |
| <b>Total Reserves</b>                               | \$ -                                     | \$ -                   | \$ -                                     | \$ -                   | \$ -                   | \$ -                   |
| Projected Shortfall                                 | -  | -                      | -  | -                      | -                      | -                      |
| <b>Ending Undesignated Fund Balance</b>             | \$ -                                     | \$ -                   | \$ -                                     | \$ -                   | \$ -                   | \$ -                   |

**Financial Plan Notes**

**CIP Budget Notes:**

All financial plans have the following assumptions, unless otherwise noted in below rows.

2019-2020 Estimated Ending Balance column reflects the best estimate of the inception to date budget balances and actual balances after 2019 is closed.

2021-2022 Proposed Budget is consistent with PIC for Executive Proposed Budget.

2021-2022 Total Budget sums the Estimated Ending Balance Budget and the 2021-2022 Budget.

Outyear revenue and expenditure budget assumptions tie to the outyears of the Ordinance Attachment by Fund report in PIC, with exceptions explicitly noted.

**Revenue Notes:**

Revenues shown are equal to the budgeted expenditure. Revenues include new revenue and fund balance designated to projects.

**Appropriation Notes:**

In 2021-2022 the E-911 Program Office will engage in a strategic planning process to identify additional capital programs for 2023-2024 and later.

**CIP Fund Financial Position:**

All financial plans have the following assumptions, unless otherwise noted in below rows.

Biennial to Date (BTD) expenditures and revenue reflect EBS totals for budgetary accounts as of the most recent closed month.

2019-2020 Actuals reflect 2019-2020 amounts in EBS.

2021-2022 Estimated column reflects the best estimate for the biennium based on actuals and should be informed by the fund's spending plan.

Outyear revenue projections and expenditure estimates are based on the most recent projections and reflect current project plans.

**Revenues Notes:**

**Expenditure Notes:**

The Map Modernization project is on pause and the spend is contingent on the Platform Modernization Phase II project. This determination will be made later in 2021, after which the 2021-2022 anticipated spend will be updated.

**Reserve Notes:**

\* Fund balance designated to current projects is for projects that are already appropriated. This fund balance cannot be used for other projects without disappropriating projects or creating a shortfall in the fund.

Data from Oracle BI Dashboards as of May 2020 by Bryan Karol

Capital Financial Plan updated May 2020 by Bryan Karol

**2021-2022 Executive Proposed Operating Budget  
I-NET OPERATIONS(EN\_A49000)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b>  | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|------------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>6,576,283</b>    | <b>6,874,428</b> | <b>3.0</b>     | <b>0.0</b> |
| Base Budget Adjustments                       | 24,906              | 417,048          | 0.0            | 0.0        |
| Decision Package Adjustments                  | (574,814)           | (205,094)        | 0.0            | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>6,026,375</b>    | <b>7,086,382</b> | <b>3.0</b>     | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>6,027,000</b>    | <b>7,087,000</b> | <b>3.0</b>     | <b>0.0</b> |

**Notes**

1. The 2019-2020 Revised Budget equals the 2019-2020 Adopted Biennial Budget plus all Adopted Supplementals as of the publication of this document.

2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.

3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>  | <b>Expenditures</b> | <b>Revenues</b>  | <b>Reg FTE</b> | <b>TLT</b> |
|--|---------------------|------------------|----------------|------------|
| <b>Administrative Service Changes</b>  |                     |                  |                |            |
| (AC_010) KCIT Internal Support Services<br>Reduce budget to align with the 2021-2022 KCIT internal support service level provided by KCIT Services Fund. The payments will support KCIT central services, such as fund management and human resource management. | (764,522)           | 0                | 0.0            | 0.0        |
| <b>Technical Adjustments</b>   |                     |                  |                |            |
| (TA_050) Revenue Adjustment<br>Revise budgeted revenues to match revenue forecast.   | 0                   | (205,094)        | 0.0            | 0.0        |
| (TA_112) Temporary Account Adjustment<br>Adjust temporary account to accommodate GWI and FICA.   | 3,466               | 0                | 0.0            | 0.0        |
| <b>Central Rate Adjustments</b>  | 186,242             | 0                | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>  | <b>(574,814)</b>    | <b>(205,094)</b> | <b>0.0</b>     | <b>0.0</b> |

**2021-2022 Proposed Financial Plan  
I-Net Operations / 000004531**

| <b>Category</b>                                  | <b>2019-2020<br/>Estimated</b> | <b>2021-2022<br/>Proposed</b> | <b>2023-2024<br/>Projected</b> | <b>2025-2026<br/>Projected</b> |
|--|--------------------------------|-------------------------------|--------------------------------|--------------------------------|
| <b>BEGINNING FUND BALANCE</b>                    | <b>1,196,172</b>               | <b>1,304,025</b>              | <b>2,364,032</b>               | <b>3,539,530</b>               |
| <b>REVENUES</b>                                  |                                |                               |                                |                                |
| PEG Fee Cable TV                                 | 840,837                        | 795,568                       | 803,524                        | 811,559                        |
| Investment Interest & Other Misc Revenue         | 41,568                         | 9,164                         | 66,193                         | 102,646                        |
| Service Fees                                     | 5,681,693                      | 6,281,650                     | 6,595,733                      | 6,998,072                      |
| KCIT Mandated & Business Foundation Service Fees | (213,795)                      |                               |                                |                                |
| <b>Total Revenues:</b>                           | <b>6,350,303</b>               | <b>7,086,382</b>              | <b>7,465,449</b>               | <b>7,912,277</b>               |
| <b>EXPENDITURES</b>                              |                                |                               |                                |                                |
| 51000-WAGES AND BENEFITS                         | (1,102,898)                    | (1,494,819)                   | (1,569,560)                    | (1,665,303)                    |
| 52000-SUPPLIES                                   | (37,844)                       | (3,800)                       | (4,020)                        | (4,266)                        |
| 53000-SERVICES-OTHER CHARGES                     | (431,454)                      | (365,022)                     | (383,273)                      | (406,653)                      |
| 55000-INTRAGOVERNMENTAL SERVICES                 | (3,940,338)                    | (3,384,552)                   | (3,553,780)                    | (3,770,560)                    |
| 56000-Capital Outlays                            | (19,350)                       | -                             | -                              | -                              |
| 58000-INTRAGOVERNMENTAL CONTRIBUTIONS            | (19,110)                       | (19,598)                      | (20,735)                       | (21,999)                       |
| Transfer to Capital Project                      | (691,456)                      | (691,456)                     | (691,456)                      | (691,456)                      |
| 59800-CONTINGENCIES                              | -                              | (67,128)                      | (67,128)                       | (67,128)                       |
| <b>Total Expenditures:</b>                       | <b>(6,242,450)</b>             | <b>(6,026,375)</b>            | <b>(6,289,952)</b>             | <b>(6,627,365)</b>             |
| <b>OTHER FUND TRANSACTIONS</b>                   |                                |                               |                                |                                |
| Internal Loan Repayment                          | -                              | -                             | -                              | -                              |
| GAAP   |                                |                               |                                |                                |
| <b>Total Other Fund Transactions:</b>            | <b>-</b>                       | <b>-</b>                      | <b>-</b>                       | <b>-</b>                       |
| <b>ENDING FUND BALANCE</b>                       | <b>1,304,025</b>               | <b>2,364,032</b>              | <b>3,539,530</b>               | <b>4,824,442</b>               |
| <b>RESERVES</b>                                  |                                |                               |                                |                                |
| Reserve for Rate Stabilization                   | (1,043,923)                    | (2,112,933)                   | (3,277,448)                    | (4,548,302)                    |
| Rainy Day Reserve (30 days)                      | (260,102)                      | (251,099)                     | (262,081)                      | (276,140)                      |
| <b>Total Reserves:</b>                           | <b>(1,304,025)</b>             | <b>(2,364,032)</b>            | <b>(3,539,530)</b>             | <b>(4,824,442)</b>             |
| <b>RESERVE SHORTFALL</b>                         | <b>-</b>                       | <b>-</b>                      | <b>-</b>                       | <b>-</b>                       |
| <b>ENDING UNDESIGNATED FUND BALANCE</b>          | <b>-</b>                       | <b>-</b>                      | <b>-</b>                       | <b>-</b>                       |

Financial Plan Notes:

All financial plans have the following assumptions, unless otherwise noted in below rows:

2021-2022 Proposed Budget ties to PBCS and matches 2021-2022 Estimated.

Outyear revenue and expenditure inflation assumptions are consistent with figures provided by PSB's BFPA guidance.

Revenues Notes:

The PEG Fee revenue estimate includes some reductions in the cable subscriber counts in the unincorporated area of King County. No large annexations are expected in 2021-2022.

The status quo assumptions for the I-Net customer base. In 2021-2022, it is estimated that \$600K of the revenue will come from King County Exchange Services.

Expenditure Notes:

The Transfer to Capital Project is an ongoing transfer to fund I-Net Equipment Replacement.

Reserve Notes:

Prepared by Junko Keesecker, 8/21/2020

**2021-2022 Executive Proposed Operating Budget  
GEOGRAPHIC INFORMATION SYSTEMS(EN\_A01100)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b>   | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-------------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>15,739,194</b>   | <b>16,085,996</b> | <b>26.0</b>    | <b>0.0</b> |
| Base Budget Adjustments                       | 167,343             | 0                 | 0.0            | 0.0        |
| Decision Package Adjustments                  | (880,889)           | (1,295,662)       | (6.0)          | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>15,025,647</b>   | <b>14,790,334</b> | <b>20.0</b>    | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>15,026,000</b>   | <b>14,791,000</b> | <b>20.0</b>    | <b>0.0</b> |

**Notes**

1. The 2019-2020 Revised Budget equals the 2019-2020 Adopted Biennial Budget plus all Adopted Supplementals as of the publication of this document.

2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.

3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>  | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|--|---------------------|-----------------|----------------|------------|
| <b>Direct Service Changes</b>  |                     |                 |                |            |
| (DS_005) Temporary Help and Contingency Budget Reduction   |                     |                 |                |            |
| Reduce the temporary help budget and contingency budget for the GIS Spatial Service in order to meet 2021-2022 target reduction.   | (694,800)           | 0               | 0.0            | 0.0        |
| <b>Administrative Service Changes</b>  |                     |                 |                |            |
| (AC_010) KCIT Internal Support Services  |                     |                 |                |            |
| Increase budget to pay for the 2021-2022 KCIT internal support services provided by the KCIT Services Fund. The payments will support KCIT central services, such as fund management, human resource management, other central purchases, and office space cost. | 1,023,842           | 0               | 0.0            | 0.0        |
| (AC_101) Labor Realignment - Transfer In   |                     |                 |                |            |
| Adjust labor resources based on the 2021-2022 KCIT service model and organizational structure.   | 299,173             | 0               | 1.0            | 0.0        |
| (AC_102) Labor Realignment - Transfer Out  |                     |                 |                |            |
| Adjust labor resources based on the 2021-2022 KCIT service model and organization structure.   | (2,543,988)         | 0               | (7.0)          | 0.0        |
| <b>Technical Adjustments</b>   |                     |                 |                |            |
| (TA_050) Revenue Adjustment  |                     |                 |                |            |
| Revise budgeted revenues to match revenue forecast.  | 0                   | (1,295,662)     | 0.0            | 0.0        |

**2021-2022 Executive Proposed Operating Budget  
 GEOGRAPHIC INFORMATION SYSTEMS(EN\_A01100)**

| <b>Decision Package Adjustment Detail</b>  | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|--|---------------------|-----------------|----------------|------------|
| (TA_113) Vacancy Rate Adjustment<br>Capture salary savings from employee turnover, without reducing the FTE authority, to increase the accuracy of labor budgeting for this appropriation unit and provide greater transparency. | (103,000)           | 0               | 0.0            | 0.0        |
| <b>Central Rate Adjustments</b>  | 1,137,884           | 0               | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>  | (880,889)           | (1,295,662)     | (6.0)          | 0.0        |

**2021-2022 Proposed Financial Plan  
Geographic Information System (GIS) / Fund 000005481**

| <b>Category</b>                                     | <b>2019-2020<br/>Estimated</b> | <b>2021-2022<br/>Proposed</b> | <b>2023-2024<br/>Projected</b> | <b>2025-2026<br/>Projected</b> |
|---|--------------------------------|-------------------------------|--------------------------------|--------------------------------|
| <b>BEGINNING FUND BALANCE</b>                       | <b>760,000</b>                 | <b>458,838</b>                | <b>223,525</b>                 | <b>368,128</b>                 |
| <b>REVENUES</b>                                     |                                |                               |                                |                                |
| Agency Enterprise Rates                             | 5,663,210                      | 5,506,322                     | 5,781,638                      | 6,134,318                      |
| Agency Matrix Rates                                 | 2,882,616                      | -                             | -                              | -                              |
| Spatial Services and Other Agency Specific Services | 1,837,704                      | 5,429,164                     | 5,700,622                      | 6,048,360                      |
| External Client GIS Svcs & Other Ad-hoc Revenue     | 500,000                        | 761,808                       | 799,898                        | 848,692                        |
| Imagery Revenue from KC agencies                    | 1,111,000                      | 831,342                       | 872,909                        | 926,157                        |
| Contingency Imagery Revenue                         | -                              | -                             | -                              | -                              |
| External Imagery Revenue                            | 30,000                         | 2,261,698                     | 2,593,161                      | 2,539,913                      |
| E911 Transfer                                       | 594,476                        | -                             | -                              | -                              |
| Other Misc Operating Revenue                        | 451,854                        | -                             | -                              | -                              |
| <b>Total Revenues:</b>                              | <b>13,070,860</b>              | <b>14,790,334</b>             | <b>15,748,229</b>              | <b>16,497,440</b>              |
| <b>EXPENDITURES</b>                                 |                                |                               |                                |                                |
| Wages, Benefits, and Retirement                     | (9,313,487)                    | (6,438,211)                   | (6,760,122)                    | (7,172,489)                    |
| Direct Services                                     | (1,556,260)                    | (1,556,258)                   | (1,634,071)                    | (1,733,749)                    |
| Imagery Project                                     | (1,098,893)                    | (3,466,070)                   | (3,466,070)                    | (3,466,070)                    |
| Intergovernmental Services                          | (1,403,382)                    | (3,565,108)                   | (3,743,363)                    | (3,971,709)                    |
| <b>Total Expenditures:</b>                          | <b>(13,372,022)</b>            | <b>(15,025,647)</b>           | <b>(15,603,626)</b>            | <b>(16,344,017)</b>            |
| <b>ESTIMATED UNDEREXPENDITURES</b>                  | -                              | -                             | -                              | -                              |
| <b>ENDING FUND BALANCE</b>                          | <b>458,838</b>                 | <b>223,525</b>                | <b>368,128</b>                 | <b>521,551</b>                 |
| <b>RESERVES</b>                                     |                                |                               |                                |                                |
| Revenue Variance Reserve                            | <b>(85,811)</b>                | <b>(223,525)</b>              | <b>(368,128)</b>               | <b>(521,551)</b>               |
| Imagery Fund Reserve                                | <b>(373,027)</b>               | -                             | -                              | -                              |
| <b>Total Reserves:</b>                              | <b>(458,838)</b>               | <b>(223,525)</b>              | <b>(368,128)</b>               | <b>(521,551)</b>               |
| <b>RESERVE SHORTFALL</b>                            | -                              | -                             | -                              | -                              |
| <b>ENDING UNDESIGNATED FUND BALANCE</b>             | -                              | -                             | -                              | -                              |

All financial plans have the following assumptions, unless otherwise noted in below rows:

2021-2022 Proposed Budget ties to PBCS and matches 2021-2022 Estimated.

Outyear revenue and expenditure inflation assumptions are consistent with figures provided by PSB's BFPA guidance.

**Revenues Notes:**

Starting in 2021, Agency Matrix Rates (Account 44022) is combined with GIS Spatial Services Central Rates (Account 44021).

Imagery revenue comes from regional customer participants. Actual revenue will be offset by actual expenditures for this purpose, if any. There will be no Imagery projects in 2020.

Enterprise-wide Tech Svcs (34884) represents the Mandated & Business Foundation (M&BF) rate collected on GIS services. The actual collection is directly deposited in the KCIT fund. The MBF rate is 5.43% in 2017-2018, 3.91% in 2019-2020. Starting in 2021, MBF will be charged to the GIS fund as part of the KCIT central rate (no revenue adjustment).

In 2019-2020, Other Misc Operating Revenue (36999) included the reimbursement from other KCIT Regional Services for the Regional Manager's time and effort. Starting in 2021, this will be used to offset other KCIT internal services (55253).

E911 Transfer (36999) includes the cost of the dedicated labor resources that support E-911 operations. Starting in 2021, this will be included as part of the GIS Spatial Services Central Rate Account (44021).

**Expenditure Notes:**

In the 2021-2022 Budget, the GIS enterprise support team has moved from the GIS fund to the KCIT Services fund (000005531). The enterprise services are consolidated and GIS pays for the service received as part of the intergovernmental services. The Intergovernmental Service expenditure has increased in 2021-2022 due to this change.

**Reserve Notes:**

Revenue Variance Reserve to protect against service request volatility in spatial services.

Imagery Fund Reserve represents the net of the imagery funding revenue from GIS O&M rate and external agencies and the actual imagery acquisition expenditures. This will be used for the future imagery acquisition project.

Prepared by Junko Keesecker, 8/21/2020

**2021-2022 Executive Proposed Operating Budget  
 PUGET SOUND EMERGENCY RADIO NETWORK LEVY (EN\_A15100)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b>   | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-------------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>67,317,031</b>   | <b>65,367,648</b> | <b>12.0</b>    | <b>0.0</b> |
| Base Budget Adjustments                       | 136,121             | 857,024           | (8.0)          | 0.0        |
| Decision Package Adjustments                  | (475,488)           | 2,446,157         | 0.0            | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>66,977,664</b>   | <b>68,670,829</b> | <b>4.0</b>     | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>66,978,000</b>   | <b>68,671,000</b> | <b>4.0</b>     | <b>0.0</b> |

**Notes**

1. The 2019-2020 Revised Budget equals the 2019-2020 Adopted Biennial Budget plus all Adopted Supplementals as of the publication of this document.
2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.
3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>   | <b>Expenditures</b> | <b>Revenues</b>  | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|------------------|----------------|------------|
| <b>Direct Service Changes</b>   |                     |                  |                |            |
| (DS_001) PSERN Operator Start Up Funds<br>Create funding to support the formation of the Puget Sound Emergency Radio Network (PSERN) Operator, which will be a nonprofit governmental organization that will own, operate, maintain, repair, update and upgrade the PSERN. This funding will be transferred from the PSERN Levy to a new fund that will be established for this purpose in accordance with the PSERN Implementation Interlocal Agreement. | 1,900,000           | 0                | 0.0            | 0.0        |
| <b>Administrative Service Changes</b>   |                     |                  |                |            |
| (AC_001) PSERN Capital Project Transfer<br>Update the transfer budget based on the estimated levy proceeds and 2021-2022 estimated expenditure related to labor and central rate accounts.  | (2,027,878)         | 0                | 0.0            | 0.0        |
| <b>Technical Adjustments</b>  |                     |                  |                |            |
| (TA_050) Revenue Adjustment<br>Revise budgeted revenues to match the current forecast.  | 0                   | 2,446,157        | 0.0            | 0.0        |
| <b>Central Rate Adjustments</b>   | (347,610)           | 0                | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>   | <b>(475,488)</b>    | <b>2,446,157</b> | <b>0.0</b>     | <b>0.0</b> |

**2021-2022 Proposed Financial Plan  
PSERN Levy/000001511**

| Category   | 2019-2020<br>Estimated | 2021-2022<br>Proposed | 2021-2022<br>Estimated | 2023-2024<br>Projected | 2025-2026<br>Projected |
|--|------------------------|-----------------------|------------------------|------------------------|------------------------|
| <b>Beginning Fund Balance</b>                        | <b>2,253,548</b>       | <b>877,724</b>        | <b>877,724</b>         | <b>2,570,891</b>       | <b>0</b>               |
| <b>Revenues</b>                                      |                        |                       |                        |                        |                        |
| Levy Proceeds, and State Shared Revenue/Entitlements | 65,484,920             | 68,647,459            | 68,647,459             | 71,654,161             | -                      |
| Other revenue including Interest Earnings            | 160,544                | 23,372                | 23,372                 | 71,985                 | -                      |
| <b>Total Revenues</b>                                | <b>65,645,464</b>      | <b>68,670,831</b>     | <b>68,670,831</b>      | <b>71,726,146</b>      | <b>-</b>               |
| <b>Expenditures</b>                                  |                        |                       |                        |                        |                        |
| Election Cost  | -                      | -                     | -                      | -                      | -                      |
| Misc. cost (partner reimbursement, interests)        | -                      | -                     | -                      | -                      | -                      |
| Fire Service Protection                              | (1,000,000)            | (2,000,000)           | (2,000,000)            | (2,000,000)            | -                      |
| Transition Cost                                      | -                      | (1,900,000)           | (1,900,000)            | (2,570,891)            | -                      |
| Transfer to Capital                                  | (66,021,288)           | (63,077,664)          | (63,077,664)           | (69,726,146)           | -                      |
| <b>Total Expenditures</b>                            | <b>(67,021,288)</b>    | <b>(66,977,664)</b>   | <b>(66,977,664)</b>    | <b>(74,297,037)</b>    | <b>0</b>               |
| <b>Estimated Underexpenditures</b>                   |                        |                       |                        |                        |                        |
| <b>Other Fund Transactions</b>                       |                        |                       |                        |                        |                        |
| GAAP Transactions                                    | -                      | -                     | -                      | -                      | -                      |
| <b>Total Other Fund Transactions</b>                 | <b>0</b>               | <b>0</b>              | <b>0</b>               | <b>0</b>               | <b>0</b>               |
| <b>Ending Fund Balance</b>                           | <b>877,724</b>         | <b>2,570,891</b>      | <b>2,570,891</b>       | <b>(0)</b>             | <b>0</b>               |
| <b>Reserves</b>                                      |                        |                       |                        |                        |                        |
| Reserve for Fire Service Protection                  | -                      | -                     | -                      | -                      | -                      |
| Rate Stabilization                                   | -                      | (2,570,891)           | (2,570,891)            | -                      | -                      |
| Reserve for Transition Cost                          | (750,000)              | -                     | -                      | -                      | -                      |
| <b>Total Reserves</b>                                | <b>(877,724)</b>       | <b>(2,570,891)</b>    | <b>(2,570,891)</b>     | <b>0</b>               | <b>0</b>               |
| Reserve Shortfall                                    | -                      |                       |                        | 0                      | 0                      |
| <b>Ending Undesignated Fund Balance</b>              | <b>0</b>               | <b>0</b>              | <b>0</b>               | <b>0</b>               | <b>0</b>               |

**Financial Plan Notes**

Financial plans have the following assumptions, unless otherwise noted in below rows.

2021-2022 Proposed Budget ties to PBCS and matches 2021-2022 Estimated.

Outyear revenue and expenditure inflation assumptions are consistent with figures provided by PSB's BFPA guidance.

The fund will be closed after the end of the 2023-2024 biennium as the levy authority expires.

**Revenues Notes:**

The levy proceeds estimates are from August 2020 OEFA Forecast.

**Expenditure Notes:**

Fire District service protection is assumed at \$1M annually. If the payments are not made each year, the funds become available for use by the project.

Transition Cost funds are to support the formation of the Puget Sound Emergency Radio Network ("PSERN") Operator.

Transfer to Capital consists of funds that will be transferred to the capital project 1126375 in Fund 3361.

**Reserve Notes:**

Rate Stabilization Reserve is for mitigation of operating costs for the new system.

Rate Stabilization reserve is for mitigation of operating costs for the new system. It is planned for transfer to the PSERN Operator in the 2023-2024 budget.

Reserve for CIP fund transfer is for funds in excess of available transfer appropriation that can be transferred at a future date.

Reserve for Transition Cost

Financial Plan prepared by Sid Bender 9/14/20

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: King County Information Technology, Fund: 3771 OIRM CAPITAL PROJECTS, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3771 OIRM CAPITAL PROJECTS - King County Information Technology |                             |              |                    |  |
|---|-----------------------------|--------------|--------------------|--|
| Project Number  | Project Name Class Code     | Tech Adj     | FY21-22            | Narratives   |
| 1124157   | KCDC Unified CMS STANDALONE |              | (\$775,000)        | <p><b>Current Scope:</b> King County District Court (KCDC) Unified Case Management System (CMS) - The KCDC Unified Case Management System will put in place a modern technology to manage cases in a more efficient way and allow District Court to provide new services to the public. In an effort to eliminate the need for duplicate data entry and to protect public safety, KCDC will work collaboratively with the Administrative Office of the Courts (AOC) in the development and implementation of the AOC INH-EDE solution to send and accept court data. The new system will be implemented at all KCDC court locations.</p> <p><b>Budget Request Basis:</b> This amount of disappropriation represents a planned underexpenditure in response to a target budget reduction set for the District Court. No service level reductions are anticipated due to this reduction.</p> |
| <b>3771 - OIRM CAPITAL PROJECTS</b>                             |                             | <b>Total</b> | <b>(\$775,000)</b> |  |
| <b>Grand Total</b>  |                             |              | <b>(\$775,000)</b> |  |

**2021-2022 Proposed Financial Plan**  
**Department of Information Technology Capital Fund | 00003771**

**Capital Improvement Program (CIP) Budget**

|   | 2019-2020<br>Estimated Ending<br>Balance<br>(YE ITD Balance) | 2021-2022<br>Proposed | 2021-2022 Total<br>(Balance +<br>Proposed) | 2023-2024<br>Projected | 2025-2026<br>Projected |
|---|--|-----------------------|--|------------------------|------------------------|
| <b>Capital Budget Revenue Sources:</b>  |  |                       |  |                        |                        |
| Revenue Backing from Fund Balance       | 4,477,808  | -                     | 4,477,808                                  | -                      | -                      |
| Project Revenue (Dept Transfers, Rates) | 6,669,486  | -                     | 6,669,486                                  | -                      | -                      |
| Bond Proceeds                           | 19,931,834   | (775,000)             | 19,156,834                                 | -                      | -                      |
| Misc Revenue                            | -  | -                     | -  | -                      | -                      |
| <b>Total Capital Revenue</b>            | <b>\$ 31,079,128</b>   | <b>\$ (775,000)</b>   | <b>\$ 30,304,128</b>                       | <b>\$ -</b>            | <b>\$ -</b>            |
| <b>Capital Appropriation:</b>           |  |                       |  |                        |                        |
| GF Project Group                        | (21,291,503)   | 775,000               | (20,516,503)                               | -                      | -                      |
| DCHS Project Group                      | (554,056)  | -                     | (554,056)                                  | -                      | -                      |
| DPH Project Group                       | (5,457,913)  | -                     | (5,457,913)                                | -                      | -                      |
| DES Project Group                       | (2,381,478)  | -                     | (2,381,478)                                | -                      | -                      |
| "Other" Project Group                   | (1,394,178)  | -                     | (1,394,178)                                | -                      | -                      |
| <b>Total Capital Appropriation</b>      | <b>\$ (31,079,128)</b>                                       | <b>\$ 775,000</b>     | <b>\$ (30,304,128)</b>                     | <b>\$ -</b>            | <b>\$ -</b>            |

**CIP Fund Financial Position**

|   | 2019-2020<br>Biennial to Date<br>Actuals | 2019-2020<br>Estimated | 2021-2022<br>Biennial to<br>Date Actuals | 2021-2022<br>Estimated | 2023-2024<br>Projected | 2025-2026<br>Projected |
|---|--|------------------------|--|------------------------|------------------------|------------------------|
| <b>Beginning Fund Balance</b>                       | <b>8,960,125</b>                         | <b>8,960,125</b>       | -  | <b>4,477,808</b>       | -                      | -                      |
| <b>Capital Funding Sources</b>                      |  |                        |  |                        |                        |                        |
| Project Revenue (Dept Transfers, Rates)             | 4,558,446                                | 6,962,291              | -  | 185,243                | -                      | -                      |
| Bond Proceeds                                       | 19,450,389                               | 29,410,019             | -  | 19,156,834             | -                      | -                      |
| Misc Revenue  | 6,826                                    | -                      | -  | -                      | -                      | -                      |
| <b>Total Capital Revenue</b>                        | <b>\$ 24,015,662</b>                     | <b>\$ 36,372,310</b>   | <b>\$ -</b>                              | <b>\$ 19,342,077</b>   | <b>\$ -</b>            | <b>\$ -</b>            |
| <b>Capital Expenditures</b>                         |  |                        |  |                        |                        |                        |
| GF Project Group                                    | (24,091,188)                             | (33,571,578)           | -  | (19,156,834)           | -                      | -                      |
| DCHS Project Group                                  | (2,223,853)                              | (2,223,853)            | -  | -                      | -                      | -                      |
| DPH Project Group                                   | (384,396)                                | (394,120)              | -  | (185,243)              | -                      | -                      |
| DES Project Group                                   | (734,978)                                | (713,522)              | -  | -                      | -                      | -                      |
| "Other" Project Group                               | (3,458,003)                              | (3,951,554)            | -  | (4,477,807)            | -                      | -                      |
| <b>Total Capital Expenditures</b>                   | <b>\$ (30,892,418)</b>                   | <b>\$ (40,854,627)</b> | <b>\$ -</b>                              | <b>\$ (23,819,884)</b> | <b>\$ -</b>            | <b>\$ -</b>            |
| <b>Other Fund Transactions</b>                      |  |                        |  |                        |                        |                        |
| <b>Ending Fund Balance</b>                          | <b>\$ 2,083,369</b>                      | <b>\$ 4,477,808</b>    | <b>\$ -</b>                              | <b>\$ -</b>            | <b>\$ -</b>            | <b>\$ -</b>            |
| <b>Fund Balance designated to current projects*</b> | <b>\$ (2,083,369)</b>                    | <b>\$ (4,477,808)</b>  | <b>\$ -</b>                              | <b>\$ -</b>            | <b>\$ -</b>            | <b>\$ -</b>            |
| <b>Reserves</b>                                     |  |                        |  |                        |                        |                        |
| Grant Contingency                                   | -  | -                      | -  | -                      | -                      | -                      |
| Cash Flow   | -  | -                      | -  | -                      | -                      | -                      |
| <b>Total Reserves</b>                               | <b>\$ -</b>                              | <b>\$ -</b>            | <b>\$ -</b>                              | <b>\$ -</b>            | <b>\$ -</b>            | <b>\$ -</b>            |
| Projected Shortfall                                 | -  | -                      | -  | -                      | -                      | -                      |
| <b>Ending Undesignated Fund Balance</b>             | <b>\$ -</b>                              | <b>\$ -</b>            | <b>\$ -</b>                              | <b>\$ -</b>            | <b>\$ -</b>            | <b>\$ -</b>            |

**Financial Plan Notes**

**CIP Budget Notes:**

All financial plans have the following assumptions, unless otherwise noted in below rows.

2019-2020 Estimated Ending Balance column reflects the best estimate of the inception to date budget balances and actual balances after 2019 is closed.

2021-2022 Proposed Budget is consistent with PIC for Executive Proposed Budget.

2021-2022 Total Budget sums the Estimated Ending Balance Budget and the 2021-2022 Budget.

Outyear revenue & expenditure budget assumptions tie to the outyears of the "Ordinance Attachment by Fund" report in PIC, with exceptions

Revenue Notes: Revenues shown are equal to the budgeted expenditure. Revenues include new revenue and fund balance designated to projects.

Appropriation Notes:

This fund is being phased out. No new projects or project appropriation are added. The difference between the 2021-2022 estimated expenditures and 2019-2020 appropriation ending balance is due to the residual balances, transfers of which back to the revenue sources will be requested in 2021-2022 supplemental ordinances.

***CIP Fund Financial Position:***

All financial plans have the following assumptions, unless otherwise noted in below rows.

Biennial to Date (BTD) expenditures and revenue reflect EBS totals for budgetary accounts as of the most recent closed month.

2019-2020 Actuals reflect 2019-2020 amounts in EBS.

2021-2022 Estimated column reflects the best estimate for the biennium based on actuals and should be informed by the fund's spending plan.

Outyear revenue projections and expenditure estimates are based on the most recent projections and reflect current project plans.

Revenues Notes:

Expenditure Notes:

Reserve Notes:

\* Fund balance designated to current projects is for projects that are already appropriated. This fund balance cannot be used for other projects without disappropriating projects or creating a shortfall in the fund.

Financial Plan was updated by Junko Keesecker, 9/1/2020

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: King County Information Technology, Fund: 3781 ITS CAPITAL, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3781 ITS CAPITAL - King County Information Technology |   |          |             |   |
|---|---|----------|-------------|---|
| Project Number  | Project Name Class Code                   | Tech Adj | FY21-22     | Narratives  |
| 1047605   | <b>KCIT DSS REPLACEMENT</b><br>STANDALONE |          | \$800,000   | <p><b>Current Scope:</b> Distributed System Services (DSS) Replacement - As part of the Distributed System Services (DSS) Replacement Project, the King County Information Technology (KCIT) Department will replace platform infrastructure equipment used mostly by applications (i.e., servers, storage, backup, and equipment that supports cloud technology where some applications reside). KCIT will follow its established internal policies and industry best practice when making decisions related to replacing capital equipment that has reached the end of its useful life.</p> <p><b>Budget Request Basis:</b> The request amount is based on the 2021-2022 funding available for infrastructure equipment replacement. End-of-life equipment will be replaced in the order of its business priority and criticality. A detailed inventory list planned for replacement is provided as supporting documentation. The planned replacement includes physical servers (used as domain controller) that were purchased in 2016 and in 2017. P-to-P replacement is determined based on business criticality and geographic locations that County provides IT support.</p> |
| 1047610   | <b>KCIT WAN REPLACEMENT</b><br>STANDALONE |          | \$1,000,000 | <p><b>Current Scope:</b> Wide Area Network Replacement - As part of the Wide Area Network (WAN) Replacement Project, the King County Information Technology (KCIT) Department will replace various equipment used to provide network connections that enable County agencies to access specialized business applications, desktop business applications such as Skype for Business, Lync phones, and Cloud services. This equipment replacement project is in line with KCIT's internal policies and industry best practice related to replacing capital equipment that reached the end of its useful life.</p> <p><b>Budget Request Basis:</b> The request amount is based on the 2021-2022 funding available for Network equipment replacement. End-of-life equipment will be replaced in the order of its business priority and criticality. A detailed inventory list planned for replacement is provided as supplemental documentation.</p>  |
| 1129570   | <b>KCIT I-Net ER</b><br>STANDALONE        |          | \$691,456   | <p><b>Current Scope:</b> Institutional Network Equipment Replacement - As part of the Institutional Network (I-Net) Equipment Replacement (ER) Project, the King County Information Technology (KCIT) Department will replace various network equipment used to provide regional network connectivity for County agencies, as well as many other government and nonprofit agencies. KCIT follows its established policies and industry best practices when making decisions related to replacing capital equipment that reached the end of its useful life.</p> <p><b>Budget Request Basis:</b> The request amount is based on the 2021-2022 funding available for I-Net equipment replacement. KCIT I-Net Operating Fund contributes a set amount every biennium to the project based on the initial equipment acquisition cost. Equipment will be replaced in the order of business priority and criticality. A detailed inventory planned for replacement is provided as part of supplemental documentation.</p>   |

# CAP Summary by Fund

Budget: 2021-2022 Biennial, Scenario: Executive Proposed, Agency: King County Information Technology, Fund: 3781 ITS CAPITAL, Cap Status: Approved, Is IT Proj? Both Yes and No

## 2021-2022 Biennial - Executive Proposed

| 3781 ITS CAPITAL - King County Information Technology |  |              |                     |  |
|---|--|--------------|---------------------|--|
| Project Number  | Project Name Class Code                              | Tech Adj     | FY21-22             | Narratives   |
| 1132332   | <b>Exchange to Office365 Phase II</b><br>STANDALONE  |              | (\$35,062)          | <p><b>Current Scope:</b> Exchange to Office365 Phase II - This was Phase II of King County's planned migration of its Microsoft Exchange (e-mail) from the on-premise servers to Cloud-based Office365 (hosted out of the Government-Cloud (G-cloud)). As part of Phase I, KCIT successfully migrated two agencies: KCIT itself and Superior Court. As part of Phase II, KCIT migrated the rest of the County.</p> <p><b>Budget Request Basis:</b> This request is to disappropriate the unspent balance on the project that was completed and closed out by the Project Review Board in late 2018.</p>  |
| 1132334   | <b>KCIT Enh Wireless Phase II</b><br>PROGRAMMATIC    |              | \$489,530           | <p><b>Current Scope:</b> King County Information Technology (KCIT) Enhanced Wireless Phase II IT Project - The public and King County employees expect reliable wireless connectivity and access to information from anywhere. In preparation for the growing dependency on wireless, KCIT has completed a series of building block projects: 2013 Business Empowerment and User Mobility and three phases of the Enhanced Wireless project. Phase 2 covered King Street Center, Chinook building Administration Building, King County Correctional Facility, and Maleng Regional Justice Center. Phase 3 covers the Regional Emergency Control Center (RCECC). The proposed phase 4 is to continue this momentum and deploy enhanced wireless access to eleven Public Health clinics. Additional phases will be requested to complete the remaining 56+ locations.</p> <p><b>Budget Request Basis:</b> The requested appropriation includes the cost of deploying enhanced wireless to 11 Public Health facilities. The cost includes \$204,283 for hardware &amp; software, \$81,744 for IT Facilities improvements (cable, power, etc.), and \$159,000 for KCIT staff resources including a back-fill network resource. This cost estimate is based on KCIT's prior experience deploying enhanced wireless in other locations and therefore includes only a 10 percent contingency.</p> |
| 1139245   | <b>KCIT Eastrail Fiber Development</b><br>STANDALONE |              | \$13,375,044        | <p><b>Current Scope:</b> Eastrail Fiber Development - This project will build conduit and fiber optic infrastructure within the Eastrail Corridor through a significant (28-mile) portion of King County's fast-growing metropolitan areas (Woodinville, Kirkland, Redmond, Bellevue, Renton, and unincorporated parts of King County).</p> <p><b>Budget Request Basis:</b> In July of 2019, KC consultants (CTC) completed a fiber feasibility study, resulting in a high-level cost estimate of \$6-\$12.6 million dollars to construct a 28-mile telecommunication infrastructure. The \$12.6 million estimate represents the conceptual specifications consisting of four, four-inch conduits recommended for construction within the Eastrail main line and One, one-inch conduit in the Redmond spur. In December 2019, the consultants completed a return on investment analysis, concluding, "The potential revenue opportunity is robust, as is the significant value and avoided cost derived by public sector users over time."</p>   |
| <b>3781 - ITS CAPITAL</b>                             |  | <b>Total</b> | <b>\$16,320,968</b> |  |
| <b>Grand Total</b>                                    |  |              | <b>\$16,320,968</b> |  |

**2021-2022 Proposed Financial Plan**  
**Information Technology Services Capital Fund | 00003781**

| <b>Capital Improvement Program (CIP) Budget</b>  | <b>2019-2020<br/>Estimated<br/>Ending Balance<br/>(YE ITD Balance)</b> | <b>2021-2022<br/>Proposed</b> | <b>2021-2022<br/>Total<br/>(Balance +<br/>Proposed)</b> | <b>2023-2024<br/>Projected</b> | <b>2025-2026<br/>Projected</b> |
|--|--|-------------------------------|---|--------------------------------|--------------------------------|
| <b>Capital Budget Revenue Sources:</b>           |  |                               |   |                                |                                |
| Revenue Backing from Fund Balance                | 1,580,196  | (35,062)                      | 1,545,134   | 2,000,000                      | 1,316,312                      |
| CONTRIB OTHER FUNDS                              | -  | 489,530                       | 489,530   | 2,143,660                      | 2,143,660                      |
| CONTRIBUTIONS KCIT (KCIT Internal Service Rates) | 3,799,507  | 15,866,500                    | 19,666,007  | 2,491,456                      | 2,491,456                      |
| UNREALIZED LOSS IMPAIRED INVESTMENT              | -  | -                             | -   | -                              | -                              |
| FEDERAL GRANTS                                   | -  | -                             | -   | -                              | -                              |
| DEBT PROCEEDS TRANSFER                           | -  | -                             | -   | -                              | -                              |
| <b>Total Capital Revenue</b>                     | <b>\$ 5,379,703</b>  | <b>\$ 16,320,968</b>          | <b>\$ 21,700,671</b>                                    | <b>\$ 6,635,116</b>            | <b>\$ 5,951,428</b>            |
| <b>Capital Appropriation:</b>                    |  |                               |   |                                |                                |
| Equipment Replacement                            | 1,357,295  | 2,491,456                     | 3,848,751   | 4,491,456                      | 3,807,768                      |
| Enhanced Wireless                                | -  | 489,530                       | 489,530   | 2,143,660                      | 2,143,660                      |
| Countywide IT Projects                           | 4,022,408  | 13,375,044                    | 17,397,452  | -                              | -                              |
| Disappropriation Request                         | -  | (35,062)                      | (35,062)  | -                              | -                              |
| <b>Total Capital Appropriation</b>               | <b>\$ 5,379,703</b>  | <b>\$ 16,320,968</b>          | <b>\$ 21,700,671</b>                                    | <b>\$ 6,635,116</b>            | <b>\$ 5,951,428</b>            |

| <b>CIP Fund Financial Position</b>                  | <b>2019-2020<br/>Biennial to<br/>Date Actuals</b> | <b>2019-2020<br/>Estimated</b> | <b>2021-2022<br/>Biennial to<br/>Date Actuals</b> | <b>2021-2022<br/>Estimated</b> | <b>2023-2024<br/>Projected</b> | <b>2025-2026<br/>Projected</b> |
|---|---|--------------------------------|---|--------------------------------|--------------------------------|--------------------------------|
| <b>Beginning Fund Balance</b>                       | <b>3,310,479</b>                                  | <b>3,310,479</b>               | <b>-</b>  | <b>1,584,247</b>               | <b>3,316,312</b>               | <b>1,316,312</b>               |
| <b>Capital Funding Sources</b>                      |   |                                |   |                                |                                |                                |
| CONTRIB OTHER FUNDS                                 | 3,608,040   | 4,000,000                      | -   | 11,315,063                     | 7,729,304                      | 2,143,660                      |
| CONTRIBUTIONS KCIT (KCIT Rates)                     | 4,254,098   | 10,079,372                     | -   | 6,697,488                      | 2,491,456                      | 2,491,456                      |
| UNREALIZED LOSS IMPAIRED INVESTMENT                 | 2,600   | 2,600                          | -   | -                              | -                              | -                              |
| FEDERAL GRANTS                                      | -   | 2,462,480                      | -   | -                              | -                              | -                              |
| DEBT PROCEEDS TRANSFER                              | -   | 1,541,496                      | -   | -                              | -                              | -                              |
| <b>Total Capital Revenue</b>                        | <b>\$ 7,864,737</b>                               | <b>\$ 18,085,948</b>           | <b>\$ -</b>                                       | <b>\$ 18,012,551</b>           | <b>\$ 10,220,760</b>           | <b>\$ 4,635,116</b>            |
| <b>Capital Expenditures</b>                         |   |                                |   |                                |                                |                                |
| Equipment Replacement Projects                      | (2,593,320)                                       | (5,966,670)                    | -   | (3,848,751)                    | (4,491,456)                    | (3,807,768)                    |
| Countywide IT Projects: Enhanced Wireless           | (1,945,408)                                       | (2,710,547)                    | -   | (489,530)                      | (2,143,660)                    | (2,143,660)                    |
| Countywide IT Projects: Kc.gov, UC Teams            | (1,895,788)                                       | (6,221,243)                    | -   | (4,022,408)                    | -                              | -                              |
| Countywide IT Projects: Network Security Pla        | (4,615,689)                                       | (4,913,720)                    | -   | -                              | -                              | -                              |
| Eastrail Fiber Project                              | -   | -                              | -   | (7,789,400)                    | (5,585,644)                    | -                              |
| Administrative Project                              | -   | -                              | -   | (130,397)                      | -                              | -                              |
| <b>Total Capital Expenditures</b>                   | <b>\$ (11,050,206)</b>                            | <b>\$ (19,812,180)</b>         | <b>\$ -</b>                                       | <b>\$ (16,280,486)</b>         | <b>\$ (12,220,760)</b>         | <b>\$ (5,951,428)</b>          |
| <b>Other Fund Transactions</b>                      |   |                                |   |                                |                                |                                |
|   |   |                                |   |                                |                                |                                |
| <b>Ending Fund Balance</b>                          | <b>\$ 125,010</b>                                 | <b>\$ 1,584,247</b>            | <b>\$ -</b>                                       | <b>\$ 3,316,312</b>            | <b>\$ 1,316,312</b>            | <b>\$ (0)</b>                  |
| <b>Fund Balance designated to current projects*</b> | <b>\$ (125,010)</b>                               | <b>\$ (1,580,196)</b>          | <b>\$ -</b>                                       | <b>\$ -</b>                    | <b>\$ -</b>                    | <b>\$ -</b>                    |
| <b>Reserves</b>                                     |   |                                |   |                                |                                |                                |
| Equipment Replacement                               | -   | -                              | -   | (3,316,312)                    | (1,316,312)                    | -                              |
| Cash Flow   | -   | -                              | -   | -                              | -                              | -                              |
| <b>Total Reserves</b>                               | <b>\$ -</b>                                       | <b>\$ -</b>                    | <b>\$ -</b>                                       | <b>\$ (3,316,312)</b>          | <b>\$ (1,316,312)</b>          | <b>\$ -</b>                    |
| Projected Shortfall                                 | -   | -                              | -   | -                              | -                              | -                              |
| <b>Ending Undesignated Fund Balance</b>             | <b>\$ -</b>                                       | <b>\$ 4,051</b>                | <b>\$ -</b>                                       | <b>\$ -</b>                    | <b>\$ -</b>                    | <b>\$ -</b>                    |

**Financial Plan Notes**

**CIP Budget Notes:**

All financial plans have the following assumptions, unless otherwise noted in below rows.

2019-2020 Estimated End Balance column reflects best estimates of the inception-to-date budget balances & actual balances after 2019 is closed.

2021-2022 Proposed Budget is consistent with PIC for Executive Proposed Budget.

2021-2022 Total Budget sums the Estimated Ending Balance Budget and the 2021-2022 Budget.

Outyear revenue and expenditure budget assumptions tie to the outyears of the Ordinance Attachment by Fund report in PIC, with exceptions

**Revenue Notes:** Revenues shown are equal to the budgeted expenditure. Revenues include new revenue and fund balance designated to projects.

Appropriation Notes:

Outyear appropriation projections do not have entries in PIC. They will be proposed in the corresponding biennial budgets based on updated equipment inventory and assessment of risks and needs.

Outyear appropriation projection for the Network Equipment Replacement is based on the total network inventory value.

Outyear appropriation projection for the Enhanced Wireless is based on the total remaining county buildings that require wireless network

***CIP Fund Financial Position:***

All financial plans have the following assumptions, unless otherwise noted in below rows.

Biennial to Date (BTD) expenditures and revenue reflect EBS totals for budgetary accounts as of the most recent closed month.

2019-2020 Actuals reflect 2019-2020 amounts in EBS.

2021-2022 Estimated column reflects the best estimate for the biennium based on actuals and should be informed by the fund's spending plan.

Outyear revenue projections and expenditure estimates are based on the most recent projections and reflect current project plans.

Revenues Notes:

Expenditure Notes: Enhanced Wireless in 2021-2022 is significantly lower because of budget constraints. Only 11 public health sites will benefit from this investment in 2021-2022.

Reserve Notes: Equipment replacement is funded with KCIT rates. In 2021-2022, the fund balance represents underspent KCIT rate collections designated for capital projects now completed. These savings are being held for future equipment replacement and will be factored into the future KCIT rates to minimize rate increases and ensuing impacts on agencies.

The financial plan was last updated on 9/2/2020, by Junko Keesecker



# LEGISLATIVE AGENCIES

## MISSION

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### COUNTY COUNCIL, ADMINISTRATION, AND CLERK

The County Council, Administration, and Clerk earn public trust, enhance quality of life, and protect public health and safety. They ensure adherence to legislative and legal processes and create and maintain accurate and required records to facilitate more effective government and provide consistent, quality responsiveness to citizens.

### AUDITOR'S OFFICE

The Auditor's Office promotes improved performance, accountability, and transparency in King County government through objective and independent audits and studies.

### HEARING EXAMINER

The Hearing Examiner provide a public hearing process for land use and other critical issues that is fair, efficient, open, and accessible to all citizens.

### LAW ENFORCEMENT OVERSIGHT

The Office of Law Enforcement Oversight ensures the integrity, transparency, and accountability of the King County Sheriff's Office (KCSO) in misconduct investigations and fosters greater community trust in KCSO.

### OMBUDS-TAX ADVISOR

The Ombuds-Tax Advisor promotes public confidence in King County government by responding to resident complaints in an impartial, efficient, and timely manner, and contributes to the improved operation of County government by making recommendations based upon the results of complaint investigations.

### FLOOD CONTROL DISTRICT ADMINISTRATION

The Flood Control District brings a comprehensive approach to flood management and provides funding to improve the County's aging and inadequate flood protection facilities.

## OVERVIEW

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Legislative agencies include the legislative branch of the County government represented by the County Council and Council Administration, as well as independent agencies represented by the offices of the Auditor, the Ombuds, the Tax Advisor, the Hearing Examiner, Law Enforcement Oversight, the Board of Appeals/Equalization, and King County Television.

### COUNTY COUNCIL

The County Council's role is to guide provision of quality regional services to county residents by all County departments and agencies through setting policies, enacting laws, and adopting budgets. The Council's review of ordinances, motions, and budgets helps ensure that County government operates in an efficient, transparent, and cost-effective manner, with equal access for all county residents. The Councilmembers oversee the independent agencies and also serve on governing boards for issues that cross jurisdictional boundaries in areas such as transportation, public health, and criminal justice.

### COUNCIL ADMINISTRATION

The Council Administration includes the Council's central and administrative staff and the Clerk, who collectively support the Councilmembers through development and analysis of proposed legislation, conducting special studies, handling legal and policy issues, and providing administrative and technical support.

### COUNTY AUDITOR

The County Auditor conducts audits and studies and provides capital project oversight to ensure accountability and transparency, improve service delivery, and identify potential cost savings in County government.

### HEARING EXAMINER

The Hearing Examiner conducts quasi-judicial public hearings on land use applications and appeals of administrative orders and decisions, prepares reports of all hearings, and makes recommendations and decisions on these matters.

### OMBUDS-TAX ADVISOR

The Ombuds-Tax Advisor investigates resident complaints against County agencies and makes recommendations for resolution and improvements. These responsibilities include investigating alleged violations of the Employee Code of Ethics, the Lobbyist Disclosure Code, and employee complaints of improper governmental action and retaliation pursuant to the Whistleblower Protection Code. The Tax Advisor section answers inquiries about County real estate taxation and property valuations, and advises property owners considering a valuation appeal.

### KING COUNTY CIVIC TELEVISION

King County Civic Television is the government access channel for King County, providing live and taped coverage of Council meetings and public forums, King County news events, and original programming to highlight County issues and services.

### **BOARD OF APPEALS/EQUALIZATION**

The Board of Appeals/Equalization is an independent body comprised of seven members organized to adjudicate property value and other determinations made by the County Assessor, as well as various business license decisions and animal control orders.

### **LAW ENFORCEMENT OVERSIGHT**

The Office of Law Enforcement Oversight (OLEO) provides civilian oversight of the King County Sheriff's Office. OLEO monitors ongoing investigations of misconduct, helps resolve cases, implements methods for increasing the level of public trust and transparency, and identifies systemic issues within the Sheriff's Office.

### **DISTRICTING COMMITTEE**

The King County Charter requires the Council, every ten years, to appoint an independent, five-member districting committee to review the boundaries of each county council district. The Committee hires a districting master and staff to support its work. The Committee must be appointed by January 31, 2021, and the districting master must produce a districting plan to the Committee by December 31, 2021.

### **FLOOD CONTROL DISTRICT ADMINISTRATION**

Flood Control District Administration provides administrative support to the King County Flood Control District.

**2021-2022 Executive Proposed Operating Budget  
COUNTY COUNCIL (EN\_A01000)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>3,906,927</b>    | <b>0</b>        | <b>9.0</b>     | <b>0.0</b> |
| Base Budget Adjustments                       | 137,230             | 0               | 0.0            | 0.0        |
| Decision Package Adjustments                  | 67,531              | 0               | 0.0            | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>4,111,688</b>    | <b>0</b>        | <b>9.0</b>     | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>4,112,000</b>    | <b>0</b>        | <b>9.0</b>     | <b>0.0</b> |

**Notes**

1. The 2019-2020 Revised Budget equals the 2019-2020 Adopted Biennial Budget plus all Adopted Supplementals as of the publication of this document.

2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.

3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b> | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>Central Rate Adjustments</b>           | <b>67,531</b>       | <b>0</b>        | <b>0.0</b>     | <b>0.0</b> |
| <b>Total Decision Package Adjustments</b> | <b>67,531</b>       | <b>0</b>        | <b>0.0</b>     | <b>0.0</b> |

**2021-2022 Executive Proposed Operating Budget  
COUNCIL ADMINISTRATION (EN\_A02000)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>35,506,569</b>   | <b>0</b>        | <b>101.1</b>   | <b>0.0</b> |
| Base Budget Adjustments                       | 392,784             | 0               | 0.0            | 0.0        |
| Decision Package Adjustments                  | (2,094,920)         | 0               | (4.0)          | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>33,804,434</b>   | <b>0</b>        | <b>97.1</b>    | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>33,805,000</b>   | <b>0</b>        | <b>1,201.2</b> | <b>0.0</b> |

**Notes**

1. The 2019-2020 Revised Budget equals the 2019-2020 Adopted Biennial Budget plus all Adopted Supplementals as of the publication of this document.

2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.

3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>   | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>Administrative Service Changes</b>   |                     |                 |                |            |
| (AC_001) Target Reduction<br>Reduce expenditures to respond to the global COVID-19 pandemic economic shutdown and restart.  | (1,621,819)         | 0               | (4.0)          | 0.0        |
| (AC_002) Target Reduction<br>Reduce expenditures to respond to the global COVID-19 pandemic economic shutdown and restart.  | (1,046,500)         | 0               | 0.0            | 0.0        |
| <b>Technical Adjustments</b>  |                     |                 |                |            |
| (TA_001) Placeholder for Council Staff Wage Increase in 2021-2022<br>This place holder will be removed after actual salaries are calculated for council staff in 2021-2022. | 500,000             | 0               | 0.0            | 0.0        |
| <b>Central Rate Adjustments</b>   | 73,399              | 0               | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>   | <b>(2,094,920)</b>  | <b>0</b>        | <b>(4.0)</b>   | <b>0.0</b> |

**2021-2022 Executive Proposed Operating Budget  
HEARING EXAMINER (EN\_A03000)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>1,266,431</b>    | <b>0</b>        | <b>3.0</b>     | <b>0.0</b> |
| Base Budget Adjustments                       | 48,003              | 0               | 0.0            | 0.0        |
| Decision Package Adjustments                  | (63,434)            | 0               | 0.0            | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>1,251,000</b>    | <b>0</b>        | <b>3.0</b>     | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>1,251,000</b>    | <b>0</b>        | <b>3.0</b>     | <b>0.0</b> |

**Notes**

1. The 2019-2020 Revised Budget equals the 2019-2020 Adopted Biennial Budget plus all Adopted Supplementals as of the publication of this document.

2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.

3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>  | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|--|---------------------|-----------------|----------------|------------|
| <b>Administrative Service Changes</b>  |                     |                 |                |            |
| (AC_001) Target Reduction<br>Reduce expenditures to respond to the global COVID-19 pandemic economic shutdown and restart. | (98,000)            | 0               | 0.0            | 0.0        |
| <b>Technical Adjustments</b>   |                     |                 |                |            |
| (TA_112) Temporary Account Adjustment<br>Adjust temporary account to accommodate GWI and FICA.                             | 2,088               | 0               | 0.0            | 0.0        |
| <b>Central Rate Adjustments</b>  | 32,478              | 0               | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>  | <b>(63,434)</b>     | <b>0</b>        | <b>0.0</b>     | <b>0.0</b> |

**2021-2022 Executive Proposed Operating Budget  
COUNTY AUDITOR (EN\_A04000)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>5,317,113</b>    | <b>0</b>        | <b>17.3</b>    | <b>0.0</b> |
| Base Budget Adjustments                       | (45,150)            | 0               | 0.0            | 0.0        |
| Decision Package Adjustments                  | (193,984)           | 0               | 0.0            | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>5,077,979</b>    | <b>0</b>        | <b>17.3</b>    | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>5,078,000</b>    | <b>0</b>        | <b>17.3</b>    | <b>0.0</b> |

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3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>  | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|--|---------------------|-----------------|----------------|------------|
| <b>Administrative Service Changes</b>  |                     |                 |                |            |
| (AC_001) Target Reduction<br>Reduce expenditures to respond to the global COVID-19 pandemic economic shutdown and restart. | (395,000)           | 0               | 0.0            | 0.0        |
| <b>Technical Adjustments</b>   |                     |                 |                |            |
| (TA_112) Temporary Account Adjustment<br>Adjust temporary account to accommodate GWI and FICA.                             | 1,227               | 0               | 0.0            | 0.0        |
| <b>Central Rate Adjustments</b>  | 199,789             | 0               | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>  | <b>(193,984)</b>    | <b>0</b>        | <b>0.0</b>     | <b>0.0</b> |

**2021-2022 Executive Proposed Operating Budget  
OMBUDS TAX ADVISOR (EN\_A05000)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>3,936,526</b>    | <b>318,149</b>  | <b>11.0</b>    | <b>0.0</b> |
| Base Budget Adjustments                       | (116,078)           | 3,935           | 0.0            | 0.0        |
| Decision Package Adjustments                  | (348,095)           | 0               | (0.5)          | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>3,472,353</b>    | <b>322,084</b>  | <b>10.5</b>    | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>3,473,000</b>    | <b>323,000</b>  | <b>10.5</b>    | <b>0.0</b> |

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3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>   | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>Administrative Service Changes</b>   |                     |                 |                |            |
| (AC_001) Target Reduction<br>Reduce expenditures to respond to the global COVID-19<br>pandemic economic shutdown and restart. | (176,799)           | 0               | (0.5)          | 0.0        |
| <b>Central Rate Adjustments</b>   | (171,296)           | 0               | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>   | <b>(348,095)</b>    | <b>0</b>        | <b>(0.5)</b>   | <b>0.0</b> |

**2021-2022 Executive Proposed Operating Budget  
KING COUNTY CIVIC TELEVISION (EN\_A06000)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>1,589,540</b>    | <b>0</b>        | <b>5.0</b>     | <b>0.0</b> |
| Base Budget Adjustments                       | (75,136)            | 0               | 0.0            | 0.0        |
| Decision Package Adjustments                  | (60,392)            | 0               | 0.0            | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>1,454,012</b>    | <b>0</b>        | <b>5.0</b>     | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>1,455,000</b>    | <b>0</b>        | <b>5.0</b>     | <b>0.0</b> |

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2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.

3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>   | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>Administrative Service Changes</b>   |                     |                 |                |            |
| (AC_001) Target Reduction<br>Reduce expenditures to respond to the global COVID-19<br>pandemic economic shutdown and restart. | (113,576)           | 0               | 0.0            | 0.0        |
| <b>Central Rate Adjustments</b>   | 53,184              | 0               | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>   | <b>(60,392)</b>     | <b>0</b>        | <b>0.0</b>     | <b>0.0</b> |

**2021-2022 Executive Proposed Operating Budget  
BOARD OF APPEALS (EN\_A07000)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>1,923,225</b>    | <b>0</b>        | <b>4.0</b>     | <b>0.0</b> |
| Base Budget Adjustments                       | 34,027              | 0               | 0.0            | 0.0        |
| Decision Package Adjustments                  | (242,953)           | 0               | (0.5)          | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>1,714,299</b>    | <b>0</b>        | <b>3.5</b>     | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>1,715,000</b>    | <b>0</b>        | <b>3.5</b>     | <b>0.0</b> |

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| <b>Decision Package Adjustment Detail</b>   | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>Administrative Service Changes</b>   |                     |                 |                |            |
| (AC_001) Target Reduction<br>Reduce expenditures to respond to the global COVID-19<br>pandemic economic shutdown and restart. | (114,304)           | 0               | (0.5)          | 0.0        |
| (AC_002)  | 100,000             | 0               | 0.0            | 0.0        |
| <b>Central Rate Adjustments</b>   | (228,649)           | 0               | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>   | (242,953)           | 0               | (0.5)          | 0.0        |

**2021-2022 Executive Proposed Operating Budget  
OFFICE OF LAW ENFORCEMENT OVERSIGHT (EN\_A08500)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>2,941,891</b>    | <b>0</b>        | <b>7.0</b>     | <b>0.0</b> |
| Base Budget Adjustments                       | (349,503)           | 0               | 0.0            | 0.0        |
| Decision Package Adjustments                  | 238,611             | 0               | 0.0            | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>2,830,999</b>    | <b>0</b>        | <b>7.0</b>     | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>2,831,000</b>    | <b>0</b>        | <b>7.0</b>     | <b>0.0</b> |

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3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>   | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>Administrative Service Changes</b>   |                     |                 |                |            |
| (AC_001) Target Reduction<br>Reduce expenditures to respond to the global COVID-19 pandemic economic shutdown and restart.                        | (20,000)            | 0               | 0.0            | 0.0        |
| (AC_002) Space Planning Changes<br>Provide planning funding for future space planning needs to respond to the new remote working model for staff. | 140,000             | 0               | 0.0            | 0.0        |
| <b>Central Rate Adjustments</b>   | 118,611             | 0               | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>   | 238,611             | 0               | 0.0            | 0.0        |

**2021-2022 Executive Proposed Operating Budget  
DISTRICTING COMMITTEE (EN\_A08600)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>235,725</b>      | <b>0</b>        | <b>0.0</b>     | <b>1.0</b> |
| Base Budget Adjustments                       | (135,725)           | 0               | 0.0            | (1.0)      |
| Decision Package Adjustments                  | 9,060               | 0               | 0.0            | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>109,060</b>      | <b>0</b>        | <b>0.0</b>     | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>110,000</b>      | <b>0</b>        | <b>0.0</b>     | <b>0.0</b> |

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| <b>Decision Package Adjustment Detail</b> | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>Central Rate Adjustments</b>           | <b>9,060</b>        | <b>0</b>        | <b>0.0</b>     | <b>0.0</b> |
| <b>Total Decision Package Adjustments</b> | <b>9,060</b>        | <b>0</b>        | <b>0.0</b>     | <b>0.0</b> |

**2021-2022 Executive Proposed Operating Budget  
FLOOD CONTROL DISTRICT ADMINISTRATION (EN\_A08900)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b>  | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|------------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>1,085,447</b>    | <b>1,085,447</b> | <b>3.0</b>     | <b>0.0</b> |
| Base Budget Adjustments                       | 185,998             | 1                | 0.0            | 0.0        |
| Decision Package Adjustments                  | 356,428             | 0                | 0.0            | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>1,627,873</b>    | <b>1,085,448</b> | <b>3.0</b>     | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>1,628,000</b>    | <b>1,086,000</b> | <b>3.0</b>     | <b>0.0</b> |

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| <b>Decision Package Adjustment Detail</b>  | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|--|---------------------|-----------------|----------------|------------|
| <b>Administrative Service Changes</b>  |                     |                 |                |            |
| (AC_001) Loan out labor funding for staffing changes<br>Reduce expenditures to respond to the global COVID-19<br>pandemic economic shutdown and restart. | 100,000             | 0               | 0.0            | 0.0        |
| <b>Central Rate Adjustments</b>  | 256,428             | 0               | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>  | <b>356,428</b>      | <b>0</b>        | <b>0.0</b>     | <b>0.0</b> |



# BOUNDARY REVIEW BOARD

## MISSION

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The Boundary Review Board serves as an independent, quasi-judicial entity to provide a method of guiding and controlling the creation and development of municipalities in metropolitan areas so that residents and businesses may rely on the logical growth of local government.

## OVERVIEW

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The Boundary Review Board (BRB) is an independent, quasi-judicial agency established by state mandate (RCW 36.93, et seq) that provides review of proposals for boundary changes by cities, fire districts, water, sewer, and irrigation districts within King County, including city or district annexations, new city incorporations, and district mergers. The Board employs three staff members: an executive director, administrative staff member, and independent legal counsel as required by various statutory mandates. The Board consists of 11 members: four members appointed by the King County Executive; four members appointed by the cities of King County, and three members appointed by Special Purpose Districts, as required by RCW 36.93.

In the case of annexations, mergers, and similar actions, the Board provides both administrative public review and, upon request, a comprehensive public hearing process leading to a final decision on the proposed action. In the case of new city incorporations, the Board oversees preparation of an impartial consultant study to assess the financial feasibility of the proposed new city. Following completion of the study, the Board holds a public hearing, establishes final boundaries, and makes a recommendation to the voters, who make the final decision in an election on the incorporation.

The Boundary Review Board provides a single, integrated product: the review and adjudication for all notices of intention for proposed creation of, or changes to jurisdictional boundaries, summarized by a decision report. The primary customers served by this product are municipal governments and regional governing agencies including cities and special purpose districts.

**2021-2022 Executive Proposed Operating Budget  
BOUNDARY REVIEW BOARD (EN\_A63000)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>798,199</b>      | <b>4,000</b>    | <b>2.0</b>     | <b>0.0</b> |
| Base Budget Adjustments                       | 27,331              | (3,500)         | 0.0            | 0.0        |
| Decision Package Adjustments                  | 22,550              | 0               | 0.0            | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>848,080</b>      | <b>500</b>      | <b>2.0</b>     | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>849,000</b>      | <b>1,000</b>    | <b>2.0</b>     | <b>0.0</b> |

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| <b>Decision Package Adjustment Detail</b>   | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>Administrative Service Changes</b>   |                     |                 |                |            |
| (AC_001) Target Reduction<br>Reduce expenditures to respond to the global COVID-19<br>pandemic economic shutdown and restart. | (34,138)            | 0               | 0.0            | 0.0        |
| <b>Central Rate Adjustments</b>   | 56,688              | 0               | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>   | 22,550              | 0               | 0.0            | 0.0        |

# OFFICE OF ECONOMIC AND FINANCIAL ANALYSIS

## MISSION

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The Office of Economic and Financial Analysis promotes wise management of the King County budget by providing reliable, accurate, and objective economic and revenue data and forecasts and by contributing to the understanding of the effects of current and future economic conditions on County finances.

## OVERVIEW

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The Office of Economic and Financial Analysis (OEFA) provides County decision-makers with reliable, accurate, and objective economic and revenue forecasts in order to support prudent management of the King County budget. The office also provides expertise on the impact of the current and projected economic conditions on County finances, operations, and services.

OEFA is an independent agency of King County and not affiliated with either the Executive Office or the King County Council, which enables the creation of unbiased forecasts by professional economists. OEFA's forecasts serve as the bases for the County Executive's preliminary budget preparation, budget proposal, and Council adopted budget, and any budget amendments.

OEFA's product families are economic and revenue forecasts, additional projects (such as financial and revenue analysis of potential county policies), and outreach (such as the OEFA website, presentations to local organizations and forecasting assistance). Customers for these products are the King County Office of Performance, Strategy and Budget, the County Executive and County Council, various departments within the County, other economic forecasting organizations and agencies, and the residents of King County.

**2021-2022 Executive Proposed Operating Budget**  
**OFFICE OF ECONOMIC AND FINANCIAL ANALYSIS (EN\_A08700)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>1,110,576</b>    | <b>0</b>        | <b>2.5</b>     | <b>0.0</b> |
| Base Budget Adjustments                       | (23,694)            | 0               | 0.0            | 0.0        |
| Decision Package Adjustments                  | (23,005)            | 0               | 0.0            | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>1,063,877</b>    | <b>0</b>        | <b>2.5</b>     | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>1,064,000</b>    | <b>0</b>        | <b>2.5</b>     | <b>0.0</b> |

**Notes**

1. The 2019-2020 Revised Budget equals the 2019-2020 Adopted Biennial Budget plus all Adopted Supplementals as of the publication of this document.

2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.

3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>  | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|--|---------------------|-----------------|----------------|------------|
| <b>Administrative Service Changes</b>  |                     |                 |                |            |
| (AC_001) Achieve Target Reduction through Unpaid Days Off and Sales Tax Revenue Project  |                     |                 |                |            |
| Meet OEFA's target reduction by taking five unpaid days in 2022. Additionally OEFA worked with KCIT to reduce their rates and will be continuing the sales tax miscoding correction work to augment County revenues in the biennium. | (19,693)            | 0               | 0.0            | 0.0        |
| <b>Central Rate Adjustments</b>  | (3,312)             | 0               | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>  | <b>(23,005)</b>     | <b>0</b>        | <b>0.0</b>     | <b>0.0</b> |

# ADMINISTRATIVE AGENCIES

This section covers a group of cost centers that do not belong to any department. Budgets in this category include transfers to the Cultural Development Authority, several new appropriation units associated with the lodging tax, Federal Lobbying, the Grants Fund, Memberships and Dues, and the State Auditor. Listed below are the 2021-2022 Proposed Budgets for these agencies.

## **CULTURAL DEVELOPMENT AUTHORITY - \$36,721,000**

This appropriation transfers funds to 4Culture, which is the County's Cultural Development Authority. In 2021-2022, the transfer will fund the County's Public Art Program and the management of the County's art collection. This request includes a contingency to transfer funds to 4Culture to be used if new capital projects generating additional contributions for the Public Art Program are approved during the biennium or if lodging tax revenues are higher than forecasted. This appropriation request is higher than in 2019-2020 because the County will be receiving lodging tax revenues, which were used to pay off CenturyLink Field debt from 2016 to 2020, beginning in 2021. The request also includes the balance of the Building for Equity advance previously approved by the King County Council.

## **ARTS AND CULTURE TRANSFER - \$17,528,871**

This is a new appropriation unit in the Lodging Tax Fund and is used to transfer lodging tax revenues designated for arts and culture to the Cultural Development Authority as outlined in King County Ordinance 18788. The funding will ultimately be transferred to 4Culture, the County's Cultural Development Authority. This request includes contingency to be used to transfer additional lodging tax revenue to the Cultural Development Authority appropriation unit in the case that lodging tax revenues collected are higher than forecasted.

## **BUILDING FOR EQUITY ADVANCE - \$12,850,000**

This is new appropriation unit was appropriated in a 2019-2020 supplemental in the Lodging Tax Fund and is used to advance future lodging tax revenues to the Cultural Development Authority as approved in King County Ordinance 18940. This appropriation includes the remaining balance of the approved \$20 million advance for the program.

## **TOURISM - \$11,167,723**

This is a new appropriation unit in the Lodging Tax Fund and is used to allocate lodging tax revenues designated for tourism promotion activities as outlined in King County Ordinance 18788. The funds are designated to repayment of bonds for 4Culture, support for the Washington State Major League Baseball Stadium public benefit district, and to support tourism promotion activities in the county. The

appropriation includes contingency to be used to fund additional tourism activities if the lodging tax revenues collected are higher than forecasted.

### **HOUSING AND HOMELESS PROGRAMS - \$24,256,934**

This is a new appropriation unit in the Lodging Tax Fund and is used to allocate lodging tax revenues designated for affordable housing and homeless youth programs as outlined in King County Ordinance 18788. The funds are designated to repayment of a projected bond sale in 2021 to fund housing construction and to transfer lodging tax revenues to DCHS for programming. The appropriation includes contingency to be used to fund additional affordable housing and homeless youth activities if the lodging tax revenues collected are higher than forecasted.

### **FEDERAL LOBBYING - \$560,000**

The 2021-2022 Proposed Budget to fund Federal Lobbying is a contract extension for lobbying contract costs, and reflects the County Executive and King County Council continuing to share a single lobbying firm.

### **GRANTS FUND - \$42 MILLION EXPENDITURE / 44 FTEs**

The proposed appropriation for each agency includes spending for existing grants and potential new grants:

| <b>King County Agency Name</b>                          | <b>FTEs</b> | <b>Amount</b>  |
|---|-------------|----------------|
| Sheriff   | 2.0         | \$2.1 million  |
| Prosecuting Attorney (PAO)                              | 0.0         | \$7.0 million  |
| Executive Services/Office of Emergency Management (OEM) | 8.0         | \$15.5 million |
| Superior Court  | 32.0        | \$8.8 million  |
| Judicial Administration (DJA)                           | 2.0         | \$0.4 million  |
| Elections   | 0.0         | \$1.7 million  |
| Office of Performance, Strategy and Budget              | 0.0         | \$0.7 million  |
| Grant Contingency                                       | 0.0         | \$6.0 million  |

**MEMBERSHIPS AND DUES - \$1,921,000**

This appropriation funds the County’s membership dues in the Puget Sound Regional Council, National Association of Counties, Washington Association of County Officials, Washington State Association of Counties, HistoryLink, NW Heritage Resources (formerly Ethnic Heritage Council), Judges for Justice, the Association of Washington Cities, and support for economic development and recovery. The table below provides detail for each contribution.

| Organization Name  | Amount    |
|--|-----------|
| Puget Sound Regional Council (PSRC)                      | \$ 82,000 |
| National Association of Counties (NACO)                  | \$ 74,000 |
| Washington Association of County Officials (WACO)        | \$426,000 |
| Washington State Association of Counties (WSAC)          | \$629,000 |
| HistoryLink  | \$140,000 |
| NW Heritage Resources (formerly Ethnic Heritage Council) | \$ 45,000 |
| Judges for Justice                                       | \$25,000  |
| Association of Washington Cities                         | \$500     |
| Economic Development and Recovery                        | \$500,000 |

**STATE AUDITOR - \$2,329,000**

The State Auditor’s 2021-2022 budget increased by \$99,000. As of book production, the Auditor’s office had not provided an updated Local Government Hourly Rate to jurisdictions. Therefore, Executive staff are assuming a roughly 6 percent increase over the next biennium to cover the labor costs of state auditor staff.

**2021-2022 Executive Proposed Operating Budget  
CULTURAL DEVELOPMENT AUTHORITY (EN\_A30100)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b>   | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-------------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>31,752,240</b>   | <b>31,752,240</b> | <b>0.0</b>     | <b>0.0</b> |
| Base Budget Adjustments                       | (24,000,000)        | (24,000,000)      | 0.0            | 0.0        |
| Decision Package Adjustments                  | 26,684,881          | 26,684,881        | 0.0            | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>34,437,121</b>   | <b>34,437,121</b> | <b>0.0</b>     | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>34,438,000</b>   | <b>34,438,000</b> | <b>0.0</b>     | <b>0.0</b> |

**Notes**

1. The 2019-2020 Revised Budget equals the 2019-2020 Adopted Biennial Budget plus all Adopted Supplementals as of the publication of this document.

2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.

3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>   | <b>Expenditures</b> | <b>Revenues</b>   | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-------------------|----------------|------------|
| <b>Technical Adjustments</b>  |                     |                   |                |            |
| (TA_001) One Percent for Arts Program<br>Allocate revenue from the One Percent for Arts program to 4Culture.        | (2,004,432)         | (2,004,432)       | 0.0            | 0.0        |
| (TA_002) Lodging Tax Revenue for Arts and Culture<br>Allocate lodging tax revenue for arts and culture to 4Culture. | 15,839,313          | 15,839,313        | 0.0            | 0.0        |
| (TA_003) Building for Equity Program<br>Allocate remaining funding for the Building for Equity program.             | 12,850,000          | 12,850,000        | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>   | <b>26,684,881</b>   | <b>26,684,881</b> | <b>0.0</b>     | <b>0.0</b> |

**2021-2022 Proposed Financial Plan  
CDA Fund / 000001170, 1171, 1172**

| <b>Category</b>                           | <b>2019-2020<br/>Estimated</b> | <b>2021-2022<br/>Proposed</b> | <b>2023-2024<br/>Projected</b> | <b>2025-2026<br/>Projected</b> |
|---|--------------------------------|-------------------------------|--------------------------------|--------------------------------|
| <b>Beginning Fund Balance</b>             | <b>3,126,845</b>               | <b>3,170,562</b>              | <b>3,170,562</b>               | <b>3,170,562</b>               |
| <b>Revenues</b>                           |                                |                               |                                |                                |
| General Fund Support (Stewardship)        | 552,240                        | 552,240                       | 590,897                        | 632,260                        |
| 1% for Art Contributions                  | 6,539,264                      | 3,245,569                     | 4,000,000                      | 4,000,000                      |
| Hotel/Motel Lodging Tax                   | 0                              | 15,839,313                    | 23,867,905                     | 26,668,138                     |
| Building 4Equity Advance                  | 7,150,000                      | 12,850,000                    |                                |                                |
| Other/Contingency                         | 49,978                         | 1,950,000                     | 1,950,000                      | 1,950,000                      |
| <b>Total Revenues</b>                     | <b>14,291,482</b>              | <b>34,437,121</b>             | <b>30,408,801</b>              | <b>33,250,398</b>              |
| <b>Expenditures</b>                       |                                |                               |                                |                                |
| General Fund Support (Stewardship)        | (552,240)                      | (552,240)                     | (590,897)                      | (632,260)                      |
| Transfers to 4Culture (1% for Art, Other) | (6,539,264)                    | (3,245,569)                   | (4,000,000)                    | (4,000,000)                    |
| Ongoing support                           | 0                              | (15,839,313)                  | (23,867,905)                   | (26,668,138)                   |
| Building 4Equity Advance                  | (7,150,000)                    | (12,850,000)                  | 0                              | 0                              |
| Forecast Contingency                      |                                | (1,950,000)                   | (1,950,000)                    | (1,950,000)                    |
| Other                                     | (6,261)                        |                               |                                |                                |
| <b>Total Expenditures</b>                 | <b>(14,247,765)</b>            | <b>(34,437,121)</b>           | <b>(30,408,801)</b>            | <b>(33,250,398)</b>            |
| <b>Estimated Underexpenditures</b>        |                                |                               |                                |                                |
| <b>Other Fund Transactions</b>            |                                |                               |                                |                                |
| <b>Total Other Fund Transactions</b>      | -                              | -                             | -                              | -                              |
| <b>Ending Fund Balance</b>                | <b>3,170,562</b>               | <b>3,170,562</b>              | <b>3,170,562</b>               | <b>3,170,562</b>               |
| <b>Reserves</b>                           |                                |                               |                                |                                |
| Expenditure Reserves                      |                                |                               |                                |                                |
| Program Reserves                          | (139,372)                      | (139,372)                     | (139,372)                      | (139,372)                      |
| Prepayments                               | (3,031,190)                    | (3,031,190)                   | (3,031,190)                    | (3,031,190)                    |
| <b>Total Reserves</b>                     | <b>(3,170,562)</b>             | <b>(3,170,562)</b>            | <b>(3,170,562)</b>             | <b>(3,170,562)</b>             |
| Reserve Shortfall                         | -                              | -                             | -                              | -                              |
| <b>Ending Undesignated Fund Balance</b>   | -                              | -                             | -                              | -                              |

**Financial Plan Notes**

All financial plans have the following assumptions, unless otherwise noted in below rows.

2019-2020 Estimated reflects the best estimate for the biennium.

2021-2022 Proposed Budget ties to Hyperion and matches 2021-2022 Estimated until 2020 actuals are available.

Revenues Notes:

The County will not receive lodging tax revenue in 2019 and 2020. Lodging tax receipts will resume in 2021 with 37.5% of the total dedicated to arts and culture.

Expenditure Notes:

Reserve Notes:

Expenditure reserves include \$3M prepayment to 4Culture and remaining balance in the bond sub fund 1172 for programs such as Barn Again.

Updated by Chris McGowan 8/31/2020

**2021-2022 Executive Proposed Operating Budget  
ARTS AND CULTURE TRANSFER (EN\_A18000)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b>   | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-------------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>0</b>            | <b>0</b>          | <b>0.0</b>     | <b>0.0</b> |
| Base Budget Adjustments                       | 0                   | 0                 | 0.0            | 0.0        |
| Decision Package Adjustments                  | 18,028,871          | 51,771,500        | 0.0            | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>18,028,871</b>   | <b>51,771,500</b> | <b>0.0</b>     | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>18,029,000</b>   | <b>51,772,000</b> | <b>0.0</b>     | <b>0.0</b> |

**Notes**

1. The 2019-2020 Revised Budget equals the 2019-2020 Adopted Biennial Budget plus all Adopted Supplementals as of the publication of this document.

2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.

3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>   | <b>Expenditures</b> | <b>Revenues</b>   | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-------------------|----------------|------------|
| <b>Technical Adjustments</b>  |                     |                   |                |            |
| (TA_001) Arts and Culture Programs<br>Allocate lodging tax funding to the Arts and Culture programs as described in Ord. 18788. | 17,773,244          | 0                 | 0.0            | 0.0        |
| (TA_002) Administration<br>Allocate projected interest revenue to fund administrative costs.                                    | 255,627             | 200,000           | 0.0            | 0.0        |
| (TA_050) Hotel Sales Tax Collection Revenue Adjustment<br>Revise budgeted revenues to match the current forecast.               | 0                   | 51,571,500        | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>   | <b>18,028,871</b>   | <b>51,771,500</b> | <b>0.0</b>     | <b>0.0</b> |

**2021-2022 Executive Proposed Operating Budget  
BUILDING 4EQUITY ADVANCE (EN\_A18100)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b>   | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-------------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>20,000,000</b>   | <b>20,000,000</b> | <b>0.0</b>     | <b>0.0</b> |
| Base Budget Adjustments                       | (20,000,000)        | (20,000,000)      | 0.0            | 0.0        |
| Decision Package Adjustments                  | 12,850,000          | 0                 | 0.0            | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>12,850,000</b>   | <b>0</b>          | <b>0.0</b>     | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>12,850,000</b>   | <b>0</b>          | <b>0.0</b>     | <b>0.0</b> |

**Notes**

1. The 2019-2020 Revised Budget equals the 2019-2020 Adopted Biennial Budget plus all Adopted Supplementals as of the publication of this document.

2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.

3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>  | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|--|---------------------|-----------------|----------------|------------|
| <b>Technical Adjustments</b>   |                     |                 |                |            |
| (TA_001) Building 4Equity<br>Reallocates remaining funding for the Building 4Equity program. | 12,850,000          | 0               | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>  | <b>12,850,000</b>   | <b>0</b>        | <b>0.0</b>     | <b>0.0</b> |

**2021-2022 Executive Proposed Operating Budget  
TOURISM (EN\_A18200)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b>  | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|------------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>8,000,000</b>    | <b>8,000,000</b> | <b>0.0</b>     | <b>0.0</b> |
| Base Budget Adjustments                       | (8,000,000)         | (8,000,000)      | 0.0            | 0.0        |
| Decision Package Adjustments                  | 11,167,723          | 0                | 0.0            | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>11,167,723</b>   | <b>0</b>         | <b>0.0</b>     | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>11,168,000</b>   | <b>0</b>         | <b>0.0</b>     | <b>0.0</b> |

**Notes**

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2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.

3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>  | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|--|---------------------|-----------------|----------------|------------|
| <b>Technical Adjustments</b>   |                     |                 |                |            |
| (TA_001) Public Facilities District<br>Allocate tourism funding from the lodging tax revenues to the Washington State Major League Baseball Stadium public facilities district in accordance with King County Ordinance 18788. | 4,709,723           | 0               | 0.0            | 0.0        |
| (TA_002) Market Place<br>Allocate tourism funding from the lodging tax revenues to support the multicultural marketplace Abu Bakr Islamic Center.  | 1,500,000           | 0               | 0.0            | 0.0        |
| (TA_003) Tourism Funding<br>Allocate tourism funding for Visit Snoqualmie and Music.   | 500,000             | 0               | 0.0            | 0.0        |
| (TA_004) Debt Service<br>Allocate Lodging Tax Revenues from Tourism to fund Building 4Culture debt service.  | 4,458,000           | 0               | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>  | <b>11,167,723</b>   | <b>0</b>        | <b>0.0</b>     | <b>0.0</b> |

**2021-2022 Executive Proposed Operating Budget  
HOUSING AND HOMELESS PROGRAM (EN\_A18300)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b>  | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|------------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>1,000,000</b>    | <b>1,000,000</b> | <b>0.0</b>     | <b>0.0</b> |
| Base Budget Adjustments                       | (1,000,000)         | (1,000,000)      | 0.0            | 0.0        |
| Decision Package Adjustments                  | 24,256,934          | 0                | 0.0            | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>24,256,934</b>   | <b>0</b>         | <b>0.0</b>     | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>24,257,000</b>   | <b>0</b>         | <b>0.0</b>     | <b>0.0</b> |

**Notes**

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2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.

3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>   | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>Technical Adjustments</b>  |                     |                 |                |            |
| (TA_001) Housing Programs<br>Allocate lodging tax funding to affordable housing programs in DCHS.                                       | 4,083,771           | 0               | 0.0            | 0.0        |
| (TA_002) Transit Oriented Development (TOD) Housing<br>Allocates lodging tax revenues for debt service to support TOD housing projects. | 18,698,218          | 0               | 0.0            | 0.0        |
| (TA_003) Homeless Youth<br>Allocate lodging tax revenues for homeless youth programs.   | 1,474,945           | 0               | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>   | <b>24,256,934</b>   | <b>0</b>        | <b>0.0</b>     | <b>0.0</b> |

**2021-2022 Proposed Financial Plan  
Lodging Tax Fund / 0000001180**

| <b>Category</b>                         | <b>2019-2020<br/>Estimated</b> | <b>2021-2022<br/>Proposed</b> | <b>2023-2024<br/>Projected</b> | <b>2025-2026<br/>Projected</b> |
|---|--------------------------------|-------------------------------|--------------------------------|--------------------------------|
| <b>Beginning Fund Balance</b>           | -                              | <b>(7,292,349)</b>            | <b>(1,197,976)</b>             | <b>2,802,024</b>               |
| <b>Revenues</b>                         |                                |                               |                                |                                |
| Lodging Tax Revenue                     | -                              | 51,571,500                    | 75,914,412                     | 83,381,702                     |
| Bond Proceeds                           | -                              | 15,500,000                    | -                              | -                              |
| Interest / Other                        | -                              | 200,000                       | 500,000                        | 500,000                        |
| <b>Total Revenues</b>                   | -                              | <b>67,271,500</b>             | <b>76,414,412</b>              | <b>83,881,702</b>              |
| <b>Expenditures</b>                     |                                |                               |                                |                                |
| <u>Tourism</u>                          |                                |                               |                                |                                |
| Tourism Promotion                       | -                              | (2,000,000)                   | (2,000,000)                    | (2,000,000)                    |
| Seattle PFD Allocation                  | -                              | (3,694,475)                   | (6,360,090)                    | (7,176,554)                    |
| B4C Debt Service (Tourism)              | -                              | (4,458,000)                   | (4,457,850)                    | (4,460,600)                    |
| <u>Arts and Culture</u>                 |                                |                               |                                |                                |
| 4Culture Programs                       | -                              | (15,239,313)                  | (23,867,905)                   | (26,668,138)                   |
| B4C Debt Service (4Culture)             | -                              | (600,000)                     | (600,000)                      | (600,000)                      |
| B4 Equity                               | (7,150,000)                    | (12,850,000)                  | -                              | -                              |
| <u>Housing &amp; Homeless Youth</u>     |                                |                               |                                |                                |
| Affordable Housing                      | -                              | (2,040,636)                   | (3,486,125)                    | (7,179,308)                    |
| TOD Debt Service                        | -                              | (18,698,218)                  | (29,168,668)                   | (29,129,178)                   |
| Homeless Youth                          | -                              | (1,340,859)                   | (1,973,775)                    | (2,167,924)                    |
| <u>Other</u>                            |                                |                               |                                |                                |
| Interest payments                       | (142,349)                      | (55,627)                      | -                              | -                              |
| Administration and Overhead             | -                              | (200,000)                     | (500,000)                      | (500,000)                      |
| Contingency                             | -                              | (5,126,400)                   | -                              | -                              |
| <b>Total Expenditures</b>               | <b>(7,292,349)</b>             | <b>(66,303,527)</b>           | <b>(72,414,412)</b>            | <b>(79,881,702)</b>            |
| <b>Estimated Under expenditures</b>     | -                              | <b>5,126,400</b>              | -                              | -                              |
| <b>Other Fund Transactions</b>          |                                |                               |                                |                                |
| <b>Total Other Fund Transactions</b>    |                                | -                             | -                              | -                              |
| <b>Ending Fund Balance</b>              | <b>(7,292,349)</b>             | <b>(1,197,976)</b>            | <b>2,802,024</b>               | <b>6,802,024</b>               |
| <b>Reserves</b>                         |                                |                               |                                |                                |
| Expenditure Reserve                     |                                |                               |                                |                                |
| Debt Service Reserve                    | -                              | (15,500,000)                  | (15,500,000)                   | (15,500,000)                   |
| <b>Total Reserves</b>                   | -                              | <b>(15,500,000)</b>           | <b>(15,500,000)</b>            | <b>(15,500,000)</b>            |
| Reserve Shortfall                       | 7,292,349                      | 16,697,976                    | 12,697,976                     | 8,697,976                      |
| <b>Ending Undesignated Fund Balance</b> | -                              | -                             | -                              | -                              |

**Financial Plan Notes**

2021-2022 Proposed Budget ties to PBCS. Out year revenue and expenditure inflation assumptions are consistent with figures provided by PSB and/or OEFA.

Revenues Notes: Due to the possibility of revenue fluctuation, when the Transit Oriented Development (TOD) Bonds are sold in 2021, a \$15.5 million a debt service reserve will be included.

Expenditure Notes: B4 Equity repayment assumes \$2 million annual reduction in allocation to 4Culture for repayment of the Building 4Equity Advance. Administration and overhead includes an assumption for future costs allocated to the Lodging Tax Fund, paid for by interest earnings.

Reserve Notes: Debt service reserve includes approximately 1 year of debt service for TOD Bond payments.

Updated 8/10/20 by Chris McGowan, PSB

**2021-2022 Executive Proposed Operating Budget  
FEDERAL LOBBYING (EN\_A64500)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>560,000</b>      | <b>0</b>        | <b>0.0</b>     | <b>0.0</b> |
| Base Budget Adjustments                       | 0                   | 0               | 0.0            | 0.0        |
| Decision Package Adjustments                  | 0                   | 0               | 0.0            | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>560,000</b>      | <b>0</b>        | <b>0.0</b>     | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>560,000</b>      | <b>0</b>        | <b>0.0</b>     | <b>0.0</b> |

**Notes**

1. The 2019-2020 Revised Budget equals the 2019-2020 Adopted Biennial Budget plus all Adopted Supplementals as of the publication of this document.

2. Adjust base budget to remove one-time changes, annualize supplemental changes, and increase personnel budgets to 2021-2022 rates. Personnel budgets reflect projected 2021-2022 salary and benefit rates, current position classifications, and step/merit increases.

3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

**2021-2022 Executive Proposed Operating Budget  
MEMBERSHIPS AND DUES (EN\_A65000)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>2,474,000</b>    | <b>100,000</b>  | <b>0.0</b>     | <b>0.0</b> |
| Base Budget Adjustments                       | (427,040)           | (100,000)       | 0.0            | 0.0        |
| Decision Package Adjustments                  | (126,060)           | 0               | 0.0            | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>1,920,900</b>    | <b>0</b>        | <b>0.0</b>     | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>1,921,000</b>    | <b>0</b>        | <b>0.0</b>     | <b>0.0</b> |

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3. The Executive Proposed Budget is the sum of the Revised Budget, Base Budget Adjustments, and Decision Package Adjustments. All FTEs/TLTs are rounded to the nearest 1/10th of a position and in some cases, rounded numbers may not add up to the FTE/TLT totals in Executive Proposed. In the Executive Proposed Ordinance, expenditure and revenue totals are rounded up to the nearest 1,000 and FTEs and TLTs are rounded up to the maximum monthly FTEs/TLTs in the Biennium.

| <b>Decision Package Adjustment Detail</b>   | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>Technical Adjustments</b>  |                     |                 |                |            |
| (TA_001) Adjust Memberships and Dues Budget<br>Adjust budget to reflect rate increases and/or changes to<br>maintaining memberships/dues and support for Economic<br>Development. | (126,060)           | 0               | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>   | <b>(126,060)</b>    | <b>0</b>        | <b>0.0</b>     | <b>0.0</b> |

**2021-2022 Executive Proposed Operating Budget  
STATE AUDITOR (EN\_A61000)**

| <b>Operating Budget Summary</b>               | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>2019-2020 Revised Budget</b>               | <b>2,599,786</b>    | <b>0</b>        | <b>0.0</b>     | <b>0.0</b> |
| Base Budget Adjustments                       | (348,640)           | 0               | 0.0            | 0.0        |
| Decision Package Adjustments                  | 77,840              | 0               | 0.0            | 0.0        |
| <b>2021-2022 Executive Proposed Budget</b>    | <b>2,328,986</b>    | <b>0</b>        | <b>0.0</b>     | <b>0.0</b> |
| <b>2021-2022 Executive Proposed Ordinance</b> | <b>2,329,000</b>    | <b>0</b>        | <b>0.0</b>     | <b>0.0</b> |

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| <b>Decision Package Adjustment Detail</b>   | <b>Expenditures</b> | <b>Revenues</b> | <b>Reg FTE</b> | <b>TLT</b> |
|---|---------------------|-----------------|----------------|------------|
| <b>Direct Service Changes</b>   |                     |                 |                |            |
| (DS_001) State Auditor Rate Increase  |                     |                 |                |            |
| Adjust State Auditor budget by five percent across the 2021 - 2022 biennium to account for estimated increases in the local government hourly charge. | 109,042             | 0               | 0.0            | 0.0        |
| <b>Central Rate Adjustments</b>   | (31,202)            | 0               | 0.0            | 0.0        |
| <b>Total Decision Package Adjustments</b>   | <b>77,840</b>       | <b>0</b>        | <b>0.0</b>     | <b>0.0</b> |