PS&T COMMITTEE AGENDA

August 11, 2016 - North Conference Room

21630 11th Avenue South – Des Moines 98198

6:00P – 6:50P

1. Approval of the minutes from the meeting of July 7, 2016.

2. Sound Transit Update (Informational Item – 10 min)

   Staff will provide an update on the status of the interaction with Sound Transit on the FLWE extension.

3. SR-509 Update (Informational Item – 10 min)

   Staff will provide an update on the SR-509 project.

4. CIP Project Updates (Informational Item – 15 min)

   Staff will provide the Committee an update on current Transportation Capital Improvement projects that are active or underway.

5. Emergency Management (Discussion Item – 15 min)

   Staff will discuss the City's Comprehensive Emergency Management Plan update, pending table top exercises and the hazard mitigation plan.

Draft Des Moines City Council PS&T Committee Minutes – 7/7/2016

Meeting called to order: 5:00 PM on July 7, 2016, in North Conference Room @ 21630 11th Avenue S, Des Moines WA 98198.

Council Members
Luisa Bangs - Chair
Dave Kaplan
Vic Pennington

Other City Staff
Dan Brewer – PBPW Director
Brandon Carver – Engineering Services Manager
Tony Piasecki – City Manager
Barry Sellers – Police Dept
Tim George – Acting City Attorney
Matt Hutchins – Acting Asst City Attorney
Patrice Thorell – Parks Director
Michael Matthias – Asst City Manager
Peggy Volin – PBPW Administrative Asst II

AGENDA:

1. Approval of the minutes from the meeting of June 2, 2016
2. Police Operations Division
3. ADA Transitional Plan
4. No Cruising, Loitering and Closure of Parks & Boardwalk "After Hours"

MEETING:

1. Approval of the minutes from the meeting June 2, 2016: unanimously approved.

2. Police Operations Division: PD Commander Barry Sellers briefed the Committee on the current state of patrol operations which consists 21 FTE; 4 sergeants and 17 officers. Currently, six officers are still listed as being on "light duty" which has contributed to 65% of the overtime budget already being expended for the year as of the end of June.

3. ADA Transitional Plan: Transportation & Engineering Services Manager Brandon Carver outlined the next steps the City is taking to comply with the Federal ADA regulations as they pertain to cities and counties nationwide which include developing a public outreach process; completing a self-evaluation of programs, facilities and services; establishing an ADA Coordinator and grievance procedure; developing an ADA transition plan which includes developing a list of barriers, identifying methods for removing those barriers and developing a prioritized process and schedule for improvements.

4. No Cruising, Loitering and Closure of Parks & Boardwalks "After Hours": Transportation & Engineering Services Manager Brandon Carver explained to the Committee that the Boardwalk is actually located in the City's Right-of-Way and as such there are no hours

of restrictions same as with a roadway. Other issues discussed by Legal staff included the definition of cruising, loitering which calls into question it needing to be tied to criminal behavior and parking which would involve more police enforcement than we currently have staff to enforce if parking regulations are restricted.

Adjourned at 6:00 pm
Minutes respectfully submitted by:
Peggy Volin, PBPW Administrative Assistant II

PS&T 8/11/2016 Agenda Item #4

Transportation CIP Updates - Active Projects for 2016

Current Active or Planned CIP Projects in 2016	Status/Comment
Redondo Boardwalk Repairs	Nearing completion, intersection done, railing and closure pours
216th Segment 1a (24th - SR-99)	working on south side
Pavement Management Program	Citywide assement data being processed by vendor
Barnes Creek Trail	Design underway, approximately at 60%
Annual Sidewalk Program/ADA Transition Plan	Plan to begin outreach this fall
South 268th Street Sidewalks (SRTS)	Construction contract scheduled for award 8/11, begin work September
South 224th Street (Pac Hwy - 30th Ave S)	Intend to start design fall 2016
24th Ave South - Midway Elementary Sidewalks	Design underway, internal ROW discussions and utility impacts

Projects staff will be apllying (applied) for grant funding in 2016:	Comment
South 200th Street - 8th Ave S - DMMD	WSDOT Safe Routes to School - applied in May
South 216th Street Segment 3 Design only	WSDOT Ped/Bike Program - applied in May
South 223rd Street Sidewalks - 6th Ave to Cliff	WSDOT Ped/Bike Program - applied in May
MVD/South 240th Street Roundabout	WSDOT Innovative Safety Program - applied in July
South 216th Street Seg 3, Desgin/ROW/Con	TIB - Applications due August 19th

Agenda item #2, PS&T 8.11.20

Sound Transit Update

8/11/16 PS&T

City staff continues to work with Sound Transit (ST) on finalizing the FWLE preliminary engineering (30% design). We will be completing review of the pre-final design in August and the 30% design will be finalized in ~~early~~ late September.

The FWLE FEIS is under final federal agency review and it is expected to be issued in early October. A final FTA Record of Decision and Decision on the "Project to Build" by the ST Board is expected at the end of the year.

The ST3, if approved by voters in November, would substantially accelerate the FWLE to Federal Way with all 3 stations (Kent/Highline, 272nd and Federal Way Transit Center) opening at the same time in 2024. This would eliminate the need to construct surface parking and other interim terminus facilities from the Midway and 272nd station areas. It would not, however, reduce the amount of property to be acquired by ST because the same amount of property is required for construction staging.

Primary staff effort for the remainder of 2016 is working out design, construction, permitting and other process details and memorializing these understandings in 1 or more formats (see attachment). Staff will review these agreements with the PS&T Committee on August 11th.

Federal Way Link Extension Agreements

Agreement	**Purpose**	**Considerations**	**Approval**	**Timing**
Letter of Concurrence	Capture agreement on single issue •confirm codes •cross-sections •disposition of street remnants	Non-binding statement of staff understanding	ST: Staff City: PBPW Director	•Flexible •Critical Path: March 2017
Term Sheet	Capture agreement on multiple issues; precursor to DA	Non-binding; Financial commitments not to exceed $200K; Optional	ST: Staff City: PBPW Director	Target: Dec.2016
Development Agreement	Master agreement; letters of concurrence are exhibits	Legal review	ST: Board City: Council	Target: May 2017
Transit Way Agreem ent	Grants ST non-exclusive use of transit way	Package with DA	ST: Board City: Council	Critical Path: May 2017

Key Topics

Project Definition

- PE Underway – Sep 2 for last round of review comments
- Intent: Address what is important to cities/communities and provide ST with project certainty

Environmental Approval

- Status: Finalizing FEIS (publish 4Q 2016)
- Agreement content: Identify EIS and ROD as "Project Environmental Documents". Use EIS unchanged for city permitting
- Intent: Confirm project's environmental documents and each agency's role.

Permitting

- Status: Code concurrence, streamlining
- Agreement content: Confirm and vest applicable codes/editions. Agree on permitting review process & timelines
- Intent: Outline a clear and efficient permitting process

Staffing/Coordination

- Status: Follows identification of process and resources needs
- Agreement content: TBD
- Intent: Identify resources needed to deliver streamlined and expedited permitting process

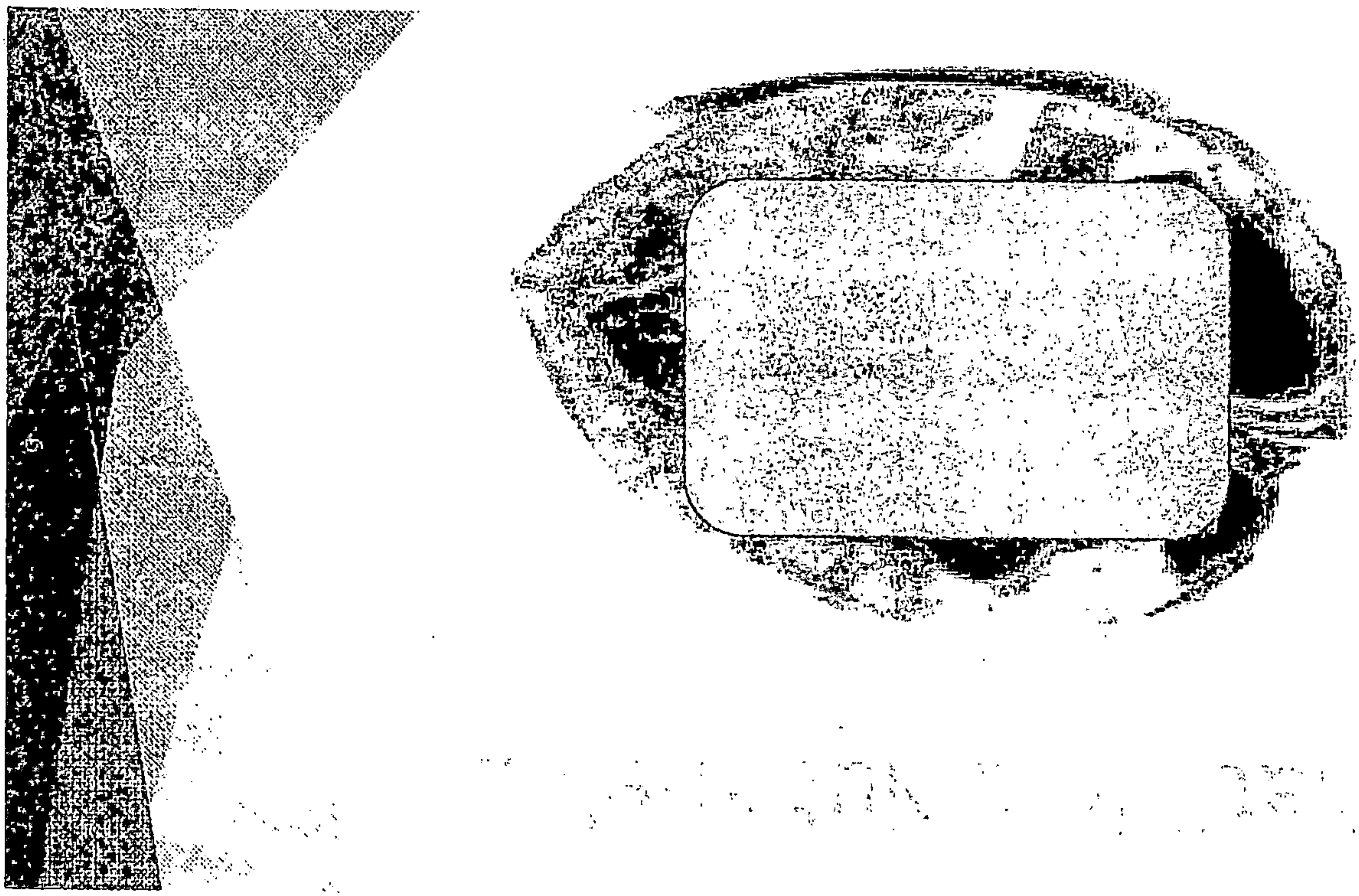
Post Operation – Noise, Traffic & Parking Monitoring; Maintenance; Security

Services AND Capital; Now AND Future

- SERVICES - City able to deliver essential basic services to citizens
  - Public Safety Services (i.e. Police, Legal, Court and Jail)
  - Planning & Building Safety Services
  - Recreational & Social Services
  - Transportation Services (Roads, Bridges, Street Lighting, Traffic Signals, etc.)

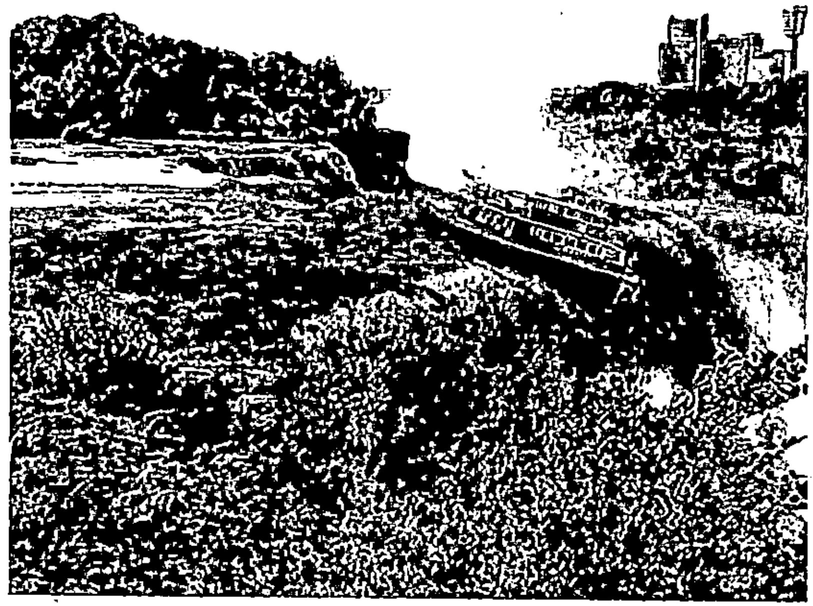
- CAPITAL - City able to meet its fiduciary responsibility to the public by managing the maintenance and condition of public assets (i.e. roads, buildings, parks, facilities and equipment).

- SUSTAINABLE - Long term, as well as immediate, impacts are considered
  - On-Going Revenues > On-Going Expenditures
  - One-Time Revenues used for One-Time Expenditures



PART 1

WHERE WE WERE



WHERE WE WERE - Not Providing All Basic Services

- No funding for Street Re-Paving or Preservation.
  - $48 million Street Infrastructure investment to preserve.
- Inadequate funding for Building/Facility Preservation. sdo fund
  - $11 million Building investment to preserve.
- Inadequate Police Patrol staffing levels.
- No Domestic Violence Advocate services.

WHERE WE WERE - Not Sustainable

- GENERAL FUND:
  - Ending Fund Balance gone mid 2017.
  - 2015 No cash to pay employees or vendors for four months.
- EQUIPMENT & TECHNOLOGY RESERVE:
  - Already gone. General fund paying cash/borrowing rest from other funds
- FACILITY REPAIR RESERVES:
  - Ending Fund Balance gone by 2017.
- SELF INSURANCE RESERVES:
  - Already gone. Borrowing $600K each January from other funds.
- STATE AUDITORS' FINDING:
  - City's financial condition is not sustainable.

LAST YEAR - IF NO CHANGES MADE

2015-2020 GENERAL FUND FINANCIAL FORECAST

	REVISED 2015	BUDGET 2016	FORECAST 2017	FORECAST 2018	FORECAST 2019	FORECAST 2020
Revenues	18,430,080	19,043,881	18,171,000	18,061,000	18,219,000	18,303,000
Expenses	(17,583,199)	(19,082,921)	(19,812,000)	(19,815,000)	(19,867,000)	(20,112,000)
Net "Profit/Loss"	**846,881**	**(39,040)**	**(1,641,000)**	**(1,754,000)**	**(1,648,000)**	**(1,809,000)**
Add'l Reserve Reqt		(125,615)	(35,100)	(15,036)	(17,040)	(24,850)
Total Annual Problem	846,881	(164,655)	(1,676,100)	(1,769,036)	(1,665,040)	(1,833,850)
Ending Reserve (If no action taken)	**1,524,441**	**1,485,401**	**(155,599)**	**(1,909,599)**	**(3,557,599)**	**(5,366,599)**

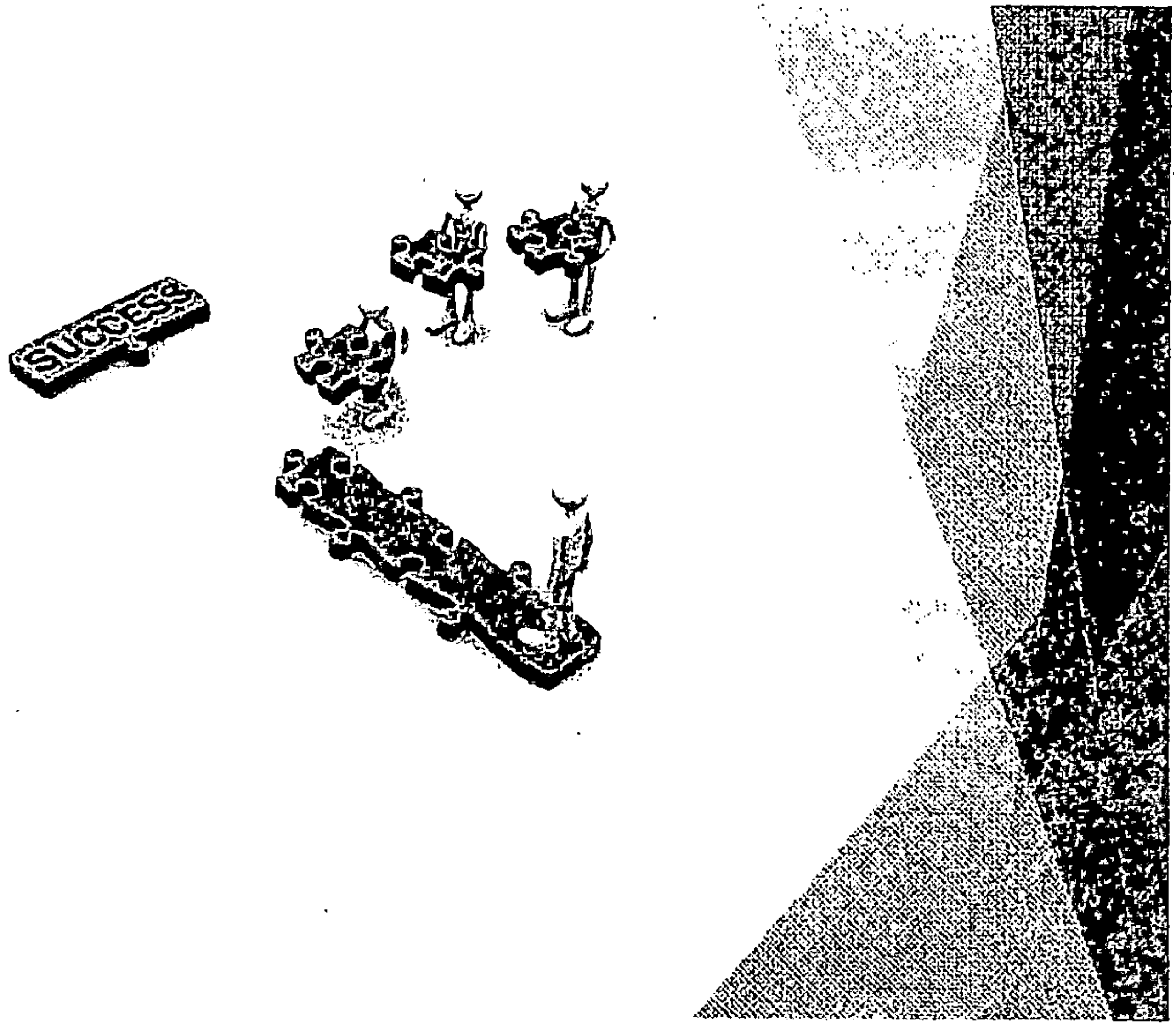
Last Year

Ending Cash by Month End:	2015 Actual		2014 Actual
January	(24,890)		348,835
February	(229,322)		238,790
March	(444,553)		143,780
April	599,121		371,244
May	1,363,381		1,180,497
June	1,054,303		858,513
July	516,290		841,042
August	381,651		401,113
September	37,558	*	221,578
October	205,519		1,082,047
November	1,108,777		980,159
December	925,071		1,095,263

** 13 days had "negative" cash balances and required use of interfund cash transfers.*

PART 1

WHAT WE DID



WHAT WE DID

Moved from 1 Year Financial Plan to 5 Year Financial Plan

Committed to creating a SUSTAINABLE Five Year Plan

Implemented Fiscal Discipline:

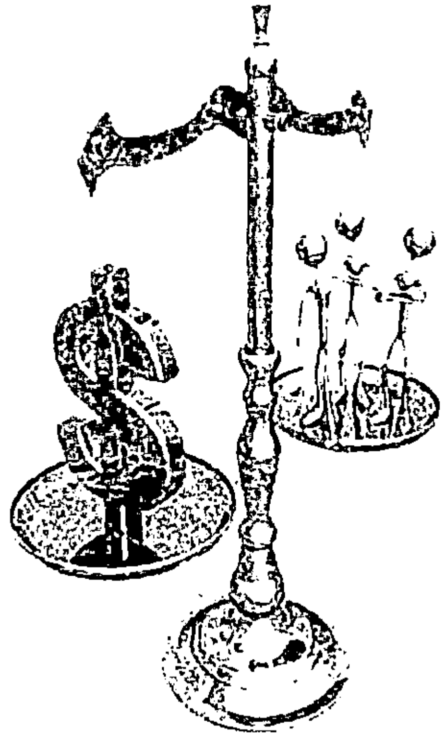
- Budget choices made based on long term impacts
- One Time Revenues used ONLY for One Time Expenditures
- Replenish capital reserves to levels required based on asset lives.
- Replenish operating reserves to levels required based on cash flow needs.
- Replenish and maintain General Fund ending fund balance at existing council policy levels.

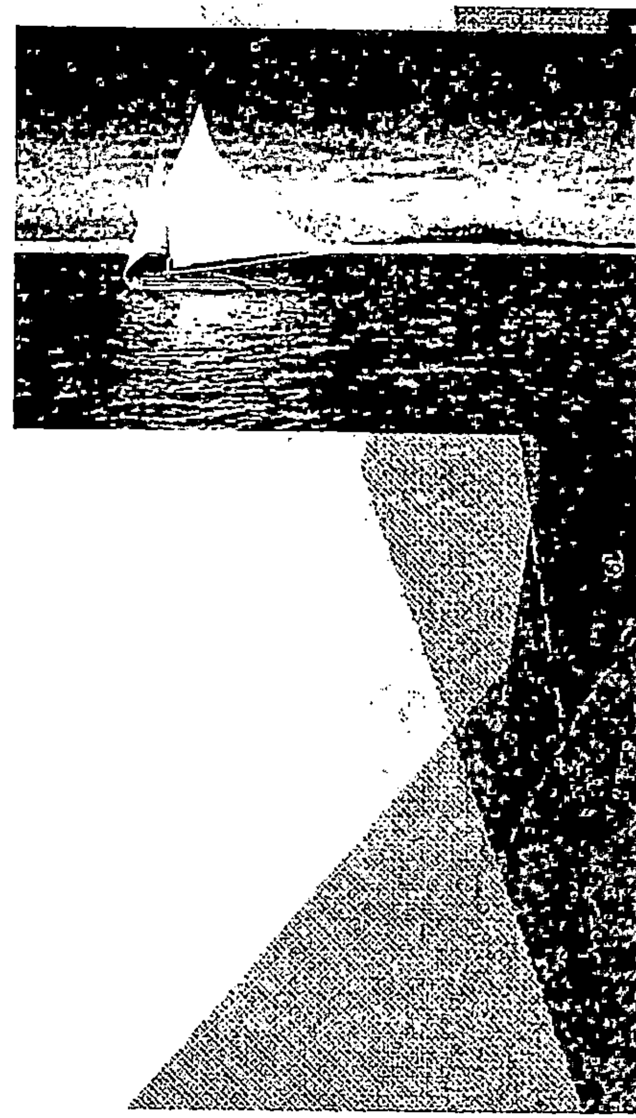
Reduced Costs

- Reduced Positions
  - 1.0 Code Enforcement
  - .5 FTE Court Clerk
  - .25 FTE/Downgrade to Sr. Recreational Specialist
- Reduced Service Levels
  - Parks Maintenance (Landscape: $8,150; Irrigation $10,000)
  - Janitorial Maintenance ($9,600)
  - Employee furloughs ($285,000)

Created new programs resulting in future revenues

- Added Paid Parking Program (2017) - Marina
- Added Red Light Running Program (4th Qtr 2016) - 2 locations
- Added Water/Sewer franchise payments (4th Qtr 2016)
- Raised existing utility taxes (2016)
- Increased various fees (2016)





PART 3

WHERE WE ARE HEADED

2016-2022 FINANCIAL PLAN (General Fund)

COUNCIL PRIORITIES ADDRESSED: "Right Sized & Sustainable"

- No One-Time Revenues used for On-Going Costs
- Increase Public Safety
- Provide Street Re-paving/Preservation
- Improve Public Communication
- Assist vulnerable citizens
- Maintain sustainable increases in personnel costs
- Maintain sustainable financial condition & fund balances
  - Match services rendered to allowable revenue sources

What do my General Fund taxes pay for in 2017 ?

(All Red Light Running Revenue to Public Safety; All costs net of Depts' revenues)

- ALL GENERAL FUND TAXES $12,120,000
  - Property Tax, Sales Tax, B&O/Utility Taxes
- ALL PUBLIC SAFETY COSTS - DIRECT SERVICES (net)
  - Police, Legal, Public Defender, Court, Jail, Arson Investig. ($9,604,000)

88¢ out of every tax dollar

- PUBLIC SAFETY COSTS - DIRECT SUPPORT (net)
  - 50%: Finance, Technology, Human Resources ($ 913,000)
- PUBLIC SAFETY COSTS - INDIRECT SUPPORT
  - 33%: City Council, City Mgr. Office, City Clerk ($ 206,000)
- Total TAX SUPPORTED PUBLIC SAFETY COSTS = 88%* ($10,723,000)

**Without new Red Light Running Revenue, would be 94% of all taxes.*

What else does my General Fund taxes pay for in 2017 ?

Remaining 12%: Other City Services $1,397,000

Historical Society Building Rent	$ 8,000	
Pollution Control	$ 20,000	
Arts Commission	$ 30,000	OPERAT
Social Services (Food Bank, Crisis Shelter, etc.)	$ 81,000	?
Economic Development / Re-Development	$154,000	A.C.M.
Senior/Social Services Admin	$164,000	
Recreation Programs/Facilities	$234,000	
Parks Maintenance	$706,000	

DIFFERENT : and ADJUST FEE'S

PBPW & RECREATION

- TOTAL PBPW REVENUES $ 2,652,000
  - Development Fees $ 1,262,000
  - Grants $ 72,000
  - Business License Fees $ 338,000
  - CIP/Pool Reimbursements & Misc. $ 269,000
- Franchise Fees - Cable & Solid Waste $ 711,000
- Building, Planning, Engineering, PW Admin Costs $ (2,652,000)

- RECREATION PROGRAMS & FEES =>become 100% cost recovery (including admin and facility O&M costs) over time.

2017

POLICY Q.

How are the rest of the General Fund's City Admin Services paid for?

OTHER CITY (NONTAX) REVENUES		**$1,489,000**
- General Fund Admin & Tech Services I/F Charges	$ 985,000	
- State shared revenues (Approx. = Admin for PRSS/PBPW)	$ 504,000	
TOTAL NONPUBLIC SAFETY ADMIN		**($1,489,000)**
- 50%: Finance, Technology, Human Resources	($913,000)	
- 67%: City Council, City Mgr. Office, City Clerk	($412,000)	
- Election Services	($ 74,000)	
- Community Communications & Org Memberships	($ 90,000)	

2016-2021 GENERAL FUND - STATUS QUO

2016-2021 GENERAL FUND STATUS QUO FINANCIAL FORECAST

	REVISED 2016	BUDGET 2017	FORECAST 2018	2019	2020	2021
Revenues	20,980,000	19,558,000	19,901,000	20,104,000	20,319,000	20,525,000
Expenses	(19,190,000)	(19,537,000)	(19,870,000)	(20,080,000)	(20,354,000)	(20,722,000)
Net "Add/Loss"	**1,790,000**	**21,000**	**31,000**	**24,000**	(35,000)	(197,000)
Ending Reserve (If no action taken)	**3,118,867**	**3,139,867**	**3,170,867**	**3,194,867**	**3,159,867**	**2,962,867**
Combined Target Reserve	**2,303,050**	**2,345,490**	**2,385,950**	**2,410,800**	**2,440,730**	**2,476,790**
Reserve (shortfall) surplus	815,817	794,377	784,917	784,067	719,137	486,077

* ASSUMES COLA'S @ 1%

2016-2021 FORECAST - STREET FUNDS

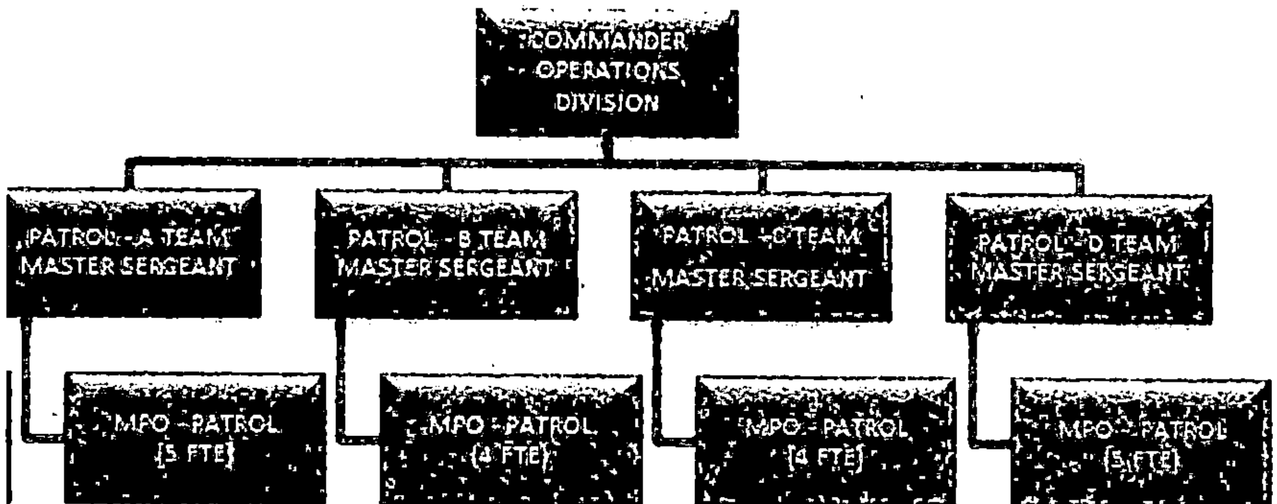
2016-2021 STREET O&M FUND STATUS QUO FINANCIAL FORECAST

	REVISED 2016	BUDGET 2017	FORECAST 2018	2019	2020	2021
Revenues	1,503,000	1,636,000	1,673,000	1,639,000	1,696,000	1,662,000
Expenses	(1,429,000)	(1,632,000)	(1,597,000)	(1,502,000)	(1,566,000)	(1,574,000)
Net "Add/Loss"	74,000	4,000	76,000	137,000	130,000	88,000
Ending Reserve	347,159	351,159	427,159	564,159	694,159	782,159

2016-2021 STREET PAVING FUND FINANCIAL FORECAST

	REVISED 2016	BUDGET 2017	FORECAST 2018	2019	2020	2021
Revenues	280,000	941,900	946,900	946,900	951,900	951,900
Expenses	**(70,000)**	-	**(1,100,000)**	**(1,000,000)**	**(1,000,000)**	**(1,000,000)**
Net "Add/Loss"	210,000	941,900	(153,100)	(53,100)	(48,100)	(48,100)
Ending Reserve	210,000	1,151,900	998,800	945,700	897,600	849,500

DEPARTMENT DETAIL - POLICE 2016 Org Chart



2015 - 5th   2017 - 5th   2017-5th   2016- 5th

Reaches Goal of 1- Sergeant and 5 Patrol per shift.

2016-2021 GENERAL FUND

		REVISED 2016	BUDGET 2017	FORECAST 2018	2019	2020	2021
	Revenues	20,980,000	19,558,000	19,901,000	20,104,000	20,319,000	20,525,000
	Expenses	(19,190,000)	(19,537,000)	(19,870,000)	(20,080,000)	(20,354,000)	(20,722,000)
	Net "Profit/Loss"	**1,790,000**	**21,000**	**31,000**	**24,000**	**(35,000)**	**(197,000)**
	ON-GOING CHANGES TO STATUS QUO						
2 NEW POLICE POSITIONS	Additional Citation Revenue		100,000	100,000	100,000	100,000	100,000
	2 FTE Police Patrol		(240,000)	(244,800)	(249,696)	(254,690)	(259,784)
SWAP IN OTHER POSITIONS	- .5 FTE CM Exec Asst Costs Savings		45,037	45,487	45,942	46,402	46,866
	- .5 FTE Secretary Costs Savings		45,037	45,487	45,942	46,402	46,866
	Probation Officer .6 FTE to .7 FTE		(8,609) ✓	(8,695)	(8,782)	(8,870)	(8,959)
	Domestic Violence Advocate 0.4 FTE		(20,000) ✓	(20,200)	(20,402)	(20,606)	(20,812)
DECREASE IN POSITIONS	Engineering, Planning & Building (Development)				281,709	287,344	293,091
	Total Annual Impact		(78,535)	(82,721)	194,713	195,982	197,268
	REMAINING SUSTAINABLE		(57,535)	(51,721)	218,713	160,982	268

INCREASE TO F.T. OR 2 P.T. POSITIONS ?

2016-2021 GENERAL FUND

	REVISED 2016	BUDGET 2017	FORECAST 2018	FORECAST 2019	FORECAST 2020	FORECAST 2021
Revenues	20,980,000	19,558,000	19,901,000	20,104,000	20,319,000	20,525,000
Expenses	(19,190,000)	(19,537,000)	(19,870,000)	(20,080,000)	(20,354,000)	(20,722,000)
Net "Profit/Loss"	1,790,000	21,000	31,000	24,000	(35,000)	(197,000)
Total Annual Impact		(78,535)	(82,721)	194,713	195,982	197,268
REMAINING SUSTAINABLE		(57,535)	(51,721)	218,713	160,982	268
ONE-TIME SPENDING *(Use of Fund Balance)*						
Remaining 2016 Furloughs	*(106,000)*					
2 FTE Police Equipment		(12,000)				
O-Court Software Upgrade		(25,000)				
PD Doc Mgmt Software		(6,345)				
Facilities - Genie Lift Platform		(9,456)				
+ PIO Contract Services		(42,000)	(43,000)	(44,000)		
Legislative Affairs Contract - lobbyist ??		(27,000)	(27,000)			
Total One Time	(106,000)	(121,801)	(70,000)	(44,000)	-	-
ENDING RESERVE	3,012,867	2,833,531	2,711,810	2,886,523	3,047,505	3,047,773

P&R SOFTWARE?
RFP →

BULKHEAD GRANT
DNR LEASE
LAW ENFORCEMT COMMS.

Other Fund's One Time Requests

Streets- ADA Transition Plan		(62,000)
Streets- Street Standards Update		(25,000)
Marina - N Dock/Guest Conduit Replace		(21,000)
Marina - Fuel System Containment Hoses		(20,000)

DEPARTMENT DETAIL - PBPW

	2005	2006	2007	2008	2009	2010	2011	2012	2013
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]			[illegible]	[illegible]
Baseline Development	692,235	713,634	992,086	1,041,117	721,030	601,435	480,939	1,030,265	1,108,698
CIP/Licenses/Grant Revenue	241,541	244,550	202,024	344,307	409,038	408,494	356,027	300,344	326,390
Total Development Revenue:	1,940,957	1,268,279	1,990,342	2,130,790	2,406,806	1,009,929	836,966	1,414,145	1,910,088
Total Development Costs	1,776,177	1,928,921	2,273,337	2,475,995	2,262,615	2,287,541	2,238,458	2,112,383	2,011,756
Net Gen'l Fund Effect	**164,780**	(660,642)	**(282,995)**	**(345,205)**	**144,191**	(1,277,613)	(1,401,492)	(698,238)	**(101,668)**
Tax Subsidy % of costs	9%	-34%	-12%	-14%	6%	56%	63%	-33%	-5%
# of FTE's	21.35	22.65	24.25	23.05	17.88	18.90	17.00	16.90	14.30

	2014	2015	Revised 2016	2017	2018	2019	2020	2021
[illegible]	[illegible]	[illegible]	[illegible]					
Baseline Development	1,203,704	1,342,352	1,599,501	1,262,000	1,198,000	1,152,000	1,021,000	1,000,000
CIP/Licenses/Grant Revenue	447,696	415,807	565,770	678,870	701,531	658,819	732,237	777,586
Total Development Revenue:	1,966,768	2,066,427	3,447,029	1,940,870	1,899,531	1,810,819	1,753,237	1,777,586
Total Development Costs	2,120,618	2,401,780	2,471,071	2,651,717	2,746,596	2,765,586	2,779,283	2,823,555
Net Gen'l Fund Effect	**(153,850)**	**(335,353)**	**975,958**	**(710,847)**	**(847,065)**	(954,767)	(1,026,046)	(1,045,969)
Tax Subsidy % of costs	-7%	14%		[illegible]	[illegible]	-35%	-37%	-37%
# of FTE's	13.80	16.70	16.70	16.70	16.70	16.70	16.70	16.70

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PLANNING & GOAL setting retreat.

E.D. STRATEGIC PLAN
& E. REDEVELOPMENT.

FIXED WORK PLAN ? 2017

Development Revenue

- No one time development money in the budget.
- Baseline fluctuates $200K-$400K between years.
- Slow time (2010-2012) consumed $3 million dollars (which is more than the current minimum reserve requirement).
- Consistent funding/retention of staff expertise.

DEPARTMENT DETAIL - RECREATION & RENTALS

	2015	2016	2016 Revised	2017	2018	2019	2020	2021
Recreation Rate Increases		*10%*		*6%*	*8%*	*6%*	*4%*	*4%*
Recreation Revenues	885.826	899.680	1,018.525	1 071 489	1.151.808	1.220.917	1.269.754	1.320.543
Rec Admin	(352,800)	(291 443)	(283 319)	(307 870)	(307,609)	(311.804)	(313.973)	(318,529)
Rec Program	(750.910)	(756 631)	(816.526)	(879 158)	(894.606)	(911,563)	(905.092)	(920,657)
I/F Comp Main	(12,974)	(24.430)	(18 030)	(18 030)	(28.030)	(28,030)	(28.030)	(28.030)
Recreation Expenditures	(1.103.710)	(1 048 074)	(1 117 875)	(1 205 058)	(1,230,245)	(1.251.397)	(1.247 095)	(1,267,216)
Net Recreation	(217.884)	(146 394)	(99 350)	(133 569)	(78.437)	(30 480)	22,659	53.327
						Recovery towards Recr facility O&M costs		
					3%	*3%*	*3%*	*3%*
Facility Rev	231,983	295 635	306 299	346 683	357.083	367,795	378,827	390,192
Facility Exp	(378,987)	(399.266)	(393.965)	(411 667)	(388.474)	(395,953)	(397,389)	(405,446)
I/F Facility Repair				(35 945)	(35,945)	(35,945)	(35,945)	(35.945)
Net Recr Facility	(147 004)	(103.631)	(87 666)	(100 929)	(67 336)	(64 103)	(54 507)	(51 199)
Net Recreation & Facilities	(364,888)	(252,025)	(187,016)	(234,498)	(145,773)	(94,583)	(31,848)	2.128

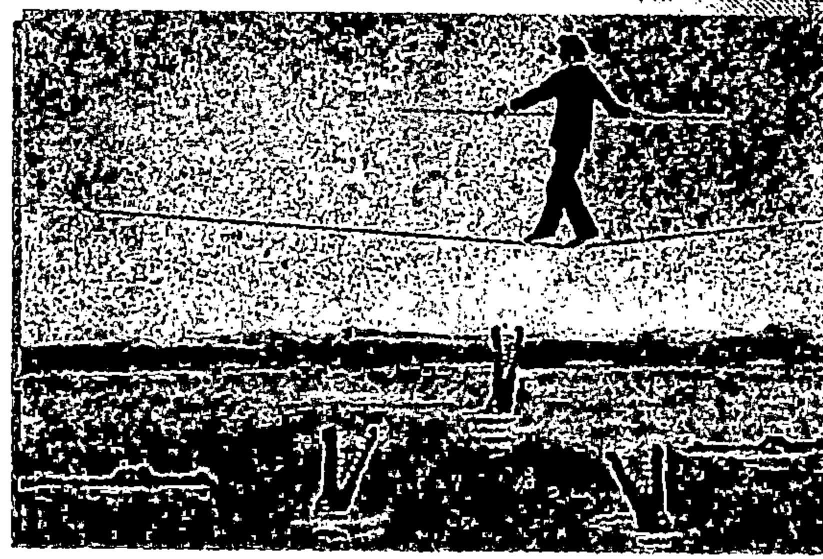
2016-2021 Financial Plan Assumptions

- No one time revenue included Budget or 2016-2021 Financial Plan.
  - One Time Money actually received from Development would go to General Fund Ending Fund Balance.
  - One Time Money actually received for Sales/B&O taxes would be transferred to capital construction fund to be designated for use through the 6 Year CIP Budget process.
- Multi-year revenue increases from last year's plan continue in 2016-2021 Plan.
- Revenues have conservative growth. No huge premature assumption of bump for business park and other development projects. The impact will be spread out; timing and magnitude uncertain. Each year we update the plan we'll know more and plan accordingly.
- Average COLA of approximately 1% each year.

2016-2021 FINANCIAL PLAN- Risks

RISKS

- Red Light Running revenues less than expected.
- Labor negotiations settle higher than 1%.
- Development revenues peak and then drop or come in more slowly than expected.



CONSTRAINTS

- Taxes rates cannot be raised further without public vote and approval.

GD's notes for item #5

PS&T Emergency Management Update

Comprehensive Emergency Management Plan.

In the process of updating the *COMPREHENSIVE EMERGENCY MANAGEMENT PLAN*. The updates are will keep DM's plan in line with federal and state guidelines. Maintaining an updated plan is essential so that DM will remain eligible for consideration for Emergency Management Performance Grant(s).

Tabletop Exercises

Ray Gross from Greater Federal Way Emergency Management is assisting me in developing Exercises for Staff and Council to familiarize DM City personnel with the IC process as it relates to roles and responsibilities, and potential events and disasters that may occur in DM. The goal of these exercises will be to familiarize personnel with what they should expect.

Hazard Mitigation Planning

I'll be working with DMPD volunteer Myra Harmon and KCOEM newly assigned staff to complete the HMP for DM. We're nearly done compiling statistics and reviewing surveys. Shortly thereafter we will hold a public meeting to discuss the findings which will then be forwarded to the State for final approval. It should be noted that even if a site is not identified in the plan, the fact that we have one on file will qualify our city for state and federal funding/reimbursement in the event of a weather event or other major disaster.