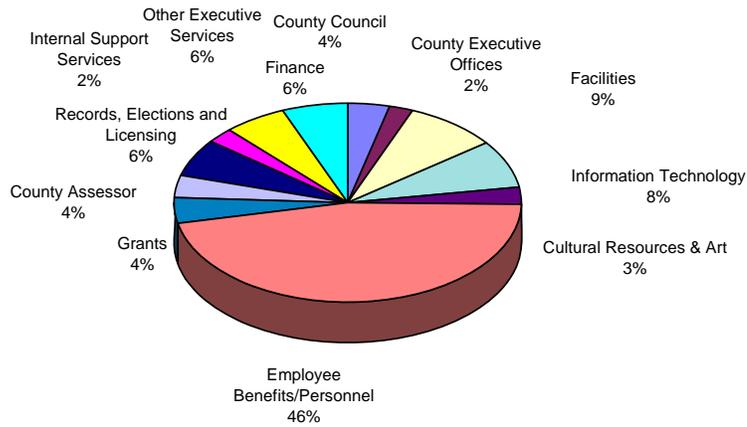
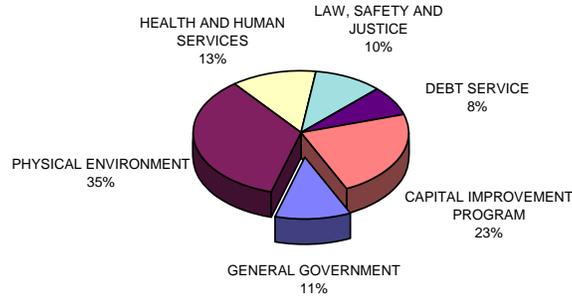


# **GENERAL GOVERNMENT**

**General Government  
\$556 Million**



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

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

**County Executive Offices:** County Executive, Office of the Executive, OMB, and Ofc. Strategic Plan & Perf Measurement

**County Council:** Board of Appeals, Council Administrator, County Auditor, County Council, Ombudsman/Tax Advisor, and Hearing Examiner, King County Television, Office of Independent Oversight

**Cultural Resources & Art:** Cultural Development Fund

**Internal Support:** Boundary Review Board, Memberships and Dues, Executive Contingency, Internal Support, Salary & Wage Contingency, and State Examiner.

**Information Technology:** Data Processing, Telecommunications, Printing & Graphic Arts, Cable Communications, OIRM, I-NET, and DES ER.

**Other Executive Services:** Executive Administration, Property Services and Insurance.

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

Source: Program Plan Summary Page (Found at the end of the section).

**P R O G R A M   E X P L A N A T I O N S**

***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:

- elected officials (for example, the County Council, County Executive, and Assessor);
- central service agencies that provide a service to other county agencies;
- direct public service agencies; and
- miscellaneous agencies and central reserves.

Approximately 71 percent of the General Government budget is located within internal service funds. Internal service funds bill other county departments for their services. A sizeable portion of the total General Government budget (approximately 21 percent) is located in the General Fund. Lesser amounts (8 percent) are budgeted in special revenue funds and enterprise funds.

In response to the severe constraints facing the General Fund as well as other county funds the 2009 Proposed Budget for General Government agencies includes \$11.7 million in expenditure reductions and revenue increases. In review and assembly of the 2009 Executive Proposed Budget, revenue enhancements were prioritized over expenditure reductions, mandatory services over discretionary services, and administrative reductions over direct service reductions.

Highlights of the General Government program area such as significant program change dynamics, capital investments in technology and facilities, and central rate changes are described below.

**Lifeboat**

Given the magnitude of the General Fund financial challenges resulting from the structural imbalance between the growth rate of revenues and expenditures, combined with the consequences of the most severe economic downturn in recent history, the General Fund faces a \$93.4 million deficit for 2009. Because of the structural nature of the imbalance, additional General Fund deficits of \$40.8 million and \$62.3 million are projected for 2010 and 2011 respectively. Given the severity of the financial challenges it faces, King County cannot continue to sustain existing programs and services that are vital to the citizens of King County. The 2009 Executive Proposed Budget identifies and prioritizes reductions in services that will have minimal impact on services provided to citizens. These efforts have resulted in the identification of \$38.2 million in permanent, on-going efficiencies and program reductions. Additionally, \$5.7 million in reductions are attributable to cost savings from internal service fund and overhead charges. Savings in labor costs provide another \$13.1 million towards closing the deficit.

After making these reductions, little remains in the way of additional opportunities for efficiencies or program reductions that have minimal impacts on the services the county delivers to the community. So, the county is left with little choice but to recommend for reduction or elimination programs that directly impact the health, safety and well-being of King County residents.

In recognition of the fact that King County must make every effort to preserve these programs that provide valuable services to our citizens, the 2009 budget places \$10.5 million of programs in a "lifeboat" for six months. For the first six months of 2009, these programs will be supported using one-time funding that was set-aside in the 2008 adopted budget in the 'out-year deficit' reserve. This strategy will allow the county to work with the Washington State Legislature during the 2009 legislative session to craft a solution that would provide King County – and all other counties across the state who are suffering from the same structural imbalance – with the flexibility and revenue

## ***GENERAL GOVERNMENT PROGRAM PLAN***

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options required to sustain these basic and important services over the long term. If the State Legislature fails to provide viable solutions to Washington State counties, King County will eliminate the funding for the programs in the lifeboat effective July 1, 2009.

For general government agencies, the 2009 Executive Proposed Budget assumes \$1.7 million worth of programs will be placed in the lifeboat. The 2009 Executive Proposed budget provides six months of funding, totaling \$870,458 to sustain these programs as the county awaits action by the State Legislature. Specific programs in the lifeboat include:

- Funding for the Men's Winter Homeless Shelter in the Administration Building
- Two supported workcrews for the Facilities Management Division
- Reductions to custodial service levels in county-owned buildings
- Reduction in the hours that HVAC and Lighting are provided in county-owned buildings from 12 to 10 hours per day.
- Reduction in economic development program contributions
- Assessor's Office lifeboat contra

### **Significant Program Change Dynamics**

The 2009 Executive Proposed Budget for General Government continues to focus on containing costs, responding to the service demands of internal and external constituents, increasing transparency and accountability through the deployment of technology, and managing or mitigating the county's exposure to risk. Several key initiatives in 2009 include the creation of the Office of Strategic Planning and Performance Management (OSPPM), the implementation of vote by mail in a countywide election, and continued improvement of Animal Care and Control services

Some of the significant program initiatives in General Government include the following:

- Creation of the Office of Strategic Planning and Performance Management - In response to the significant fiscal challenges faced by King County and the associated necessity for an even greater strategic management focus, the Executive proposes to create the OSPPM within the King County Executive Office. The new office will facilitate the county's a broad-based effort to provide effective implementation of countywide initiatives including strategic planning and performance management along with a refocused approach to governance transition activities previously carried out through the Annexation Initiative.
- County Executive Office Move to the Chinook Building - While scrutinizing county-owned property for savings during the 2009 budget process, the Executive concluded that a special projects group could be moved out of the one-year-old, 13-story Chinook Building into the County Administration Building to increase space efficiency and cut costs. Growth in staff for other county functions did not materialize, leaving the 8<sup>th</sup> floor of the Chinook Building available for staff to relocate from privately leased space. The 2009 Executive Proposed Budget proposes moving the Office of the Executive, the Office of Management and Budget, and OSPPM staff from leased space in the Columbia Center to the 8<sup>th</sup> floor of the Chinook Building. This proposal saves \$3.9 million, including \$2.1 million in savings for the General Fund over five years.
- Animal Care and Control Improvements - The creation of an inter-branch committee in 2008

## ***GENERAL GOVERNMENT PROGRAM PLAN***

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is expected to provide three optional models for animal care and control in King County. Once these options are finalized, the county will determine whether or not it will continue in the business of providing Animal Care and Control services. The 2009 Executive Proposed Budget was prepared prior to the completion of the inter-branch committee report. The 2009 Executive Proposed Budget assumes King County will remain the service provider for open admission animal care and control services, and resources have been allocated to support the continued improvements achieved in 2008.

Objectives planned for 2009 related to ACC services are:

- To protect the public's health and safety from zoonotic and animal-borne disease through effective public health programs.
  - To reduce euthanasia to no more than 20% in 2008 and 15% in 2009.
  - To reduce the number of homeless pets.
  - To create strong community partnerships with volunteers, foster parents, rescue groups, and stakeholders and the media.
  - To actively pursue animal cruelty investigations.
- 
- Vote by Mail Elections - In 2009 the Elections Division of the Department of Executive Services will implement new ballot processing equipment in the new consolidated elections facility in Renton and join 37 other counties in the state that conduct elections entirely by mail.

### **Capital Investment in Facilities and Information Technology**

The General Government capital program includes two major project categories: technology and facilities. The budget development methodology and project descriptions are provided below.

#### **Technology Project Prioritization Methodology**

The information technology (IT) projects included in the 2009 Executive Proposed Budget have been evaluated with a structured review process to validate alignment with the county's Strategic Technology Plan investment criteria: evaluate the value propositions, and assess project and operating risks. The IT review included initial conceptual presentations and provided early Chief Information Officer (CIO) direction for budget submittals. The review of IT budget requests was coordinated with the county's technology governance committees and was presented to the CIO for recommendations.

There are four primary goals used to categorize IT projects:

- Accountability
- Customer service / accessibility
- Efficiency
- Risk management.

Each IT project is categorized by a primary goal alignment. The evaluation of each project is based on the potential achievement of meeting the stated measurable business objectives and specific benefits aligned with the primary goal. The review process includes an evaluation of project and operating risks, plan of work, approach, and timeline.

This review also yields a high-level understanding of the significant technical aspects of the proposed IT project such as architecture and interoperability, effect on current IT environment, alternatives, and

## **GENERAL GOVERNMENT PROGRAM PLAN**

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feasibility. This analysis forms the basis for the establishment of specific CIO recommendations and conditions concerning the governance requirements for each project.

In evaluating General Fund supported IT projects for potential inclusion in the 2009 budget emphasis was placed on cost savings and replacement or updating of outdated systems. Limited funding availability of GF resources severely restricts projects which are proposed for funding.

IT projects aligned to the primary goal of efficiency are evaluated based on the completion of a Cost/Benefit Analysis (CBA). The CBA uses a Net Present Value (NPV) method of comparing future cash flows expected from an IT investment to the expected cash outflow of the investment.

### **Facilities Project Prioritization Methodology**

#### **Major Projects Prioritization Methodology**

The Facilities Management Division's major and strategic initiative projects are numerically scored on the following weighted criteria:

<b>Criteria</b>	<b>Weight</b>
Targets a critical, long-term policy need	2
Adequacy of existing facilities to meet long term needs	3
Targets an essential service or program	3
Fulfills a programmatic need identified in an OMP or FMP	2
Improves service delivery of agency or enhances agencies revenue	2
Addresses a life-safety risk	3
Maintains minimum operational standards of an ongoing program	2
Implementation of project is critical	3

Each project is given a score for each criterion and then ranked based on the final score.

#### **Major Maintenance Prioritization Methodology**

The FMD prioritizes all projects from the major maintenance financial model scheduled for replacement in the current six year plan based on a three level rating system. The first cutoff level is the scheduled replacement year. The second level is based on the importance of the building based on the following order: a) detention, b) sheriff and public health facilities, c) office and court building, and d) warehouses and other building types. The third level is based on the building system which are ranked in the following order: a) improves safety, b) preserves facility integrity, c) achieves operational efficiencies, and d) improves appearances.

#### **General Fund Agency Project Requests Prioritization Methodology**

The General Fund agency projects are prioritized by an Advisory Committee that has members from the Sheriff's Office, Department of Adult and Juvenile Detention, Department of Judicial Administration, Superior Court, Public Health, and District Court. This committee meets several times to review health/life safety or projects that would yield a short-term payback.

The General Government Capital Program proposed for 2009 amounts to \$92.8 million, including \$13.03 million for facility major maintenance projects.

For the year 2009, the Facilities Management Division Capital Program includes the following projects:

**GENERAL GOVERNMENT PROGRAM PLAN**

- Pre-design report and schematic design for the replacement of the existing tower and wing at the current Youth Service Center site at 12th and Alder.
- Pre-design report and schematic design for expanding the jail at the Maleng Regional Justice Center (MRJC).
- Various interim improvements to the King County Animal Shelter.
- Non-secure jail preplanning and pre-design report activities to analyze the projected facility needs of the Community Center for Alternative Programs (CCAP) and the Work Education release (WER).
- Pre-design report for replacing the Sheriff's existing evidence storage and the Automatic Finger Print Identification System (AFIS) Lab currently located in the Barclay Dean Building.
- Projects that either upgrade existing county facilities to bring them into code compliance or maintain the structural integrity of facilities and tenant improvement projects that will result in a more efficient working environment.
- Remodeling projects that respond to the Americans with Disabilities Act to ensure that all county facilities are accessible.

The General Government Capital Program is funded by a variety of sources: the General Fund, unobligated fund balance in existing bond funds, energy rebates and bond funding.

**Highlights of the 2009 General Government Capital Program**

Agency	Project Name	2009 Executive Proposed	Existing Project
<b>Facilities</b>			
FMD	KC Animal Shelters Interim Repairs	\$ 1,219,723	
FMD	Accessibility Project Allocation	\$ 200,000	X
<b>Technology</b>			
DES	REALS - Electronic Records Management System	\$ 1,236,495	X
OIRM	Emergency Radio System (ERS) Equipment Assessment & Proposal Planning	\$ 339,966	X
OIRM	Executive Branch IT Reorganization	\$ 2,998,586	X
OIRM	Novell to Windows	\$ 331,373	
OIRM	South Loop Microwave	\$ 2,959,269	
Various	General Fund IT Equipment Replacement	\$ 1,074,172	
<b>Totals</b>			
Facilities		\$ 1,419,723	
Technology		\$ 8,939,861	
Total		\$ 10,359,584	

The following is a brief summary of the major internal service rates and other centrally charged overhead rates.

- Facilities Management Division's (FMD) operations and maintenance (O&M) charges reflect the operational costs of the county general government buildings. FMD has established service level agreements with client agencies that outline base service levels as well as augmented service levels to respond to business needs. The charges are assessed on a per square foot basis, and each building has a unique tenant rate based on the actual O&M costs of that building. The 2009 proposed tenant revenues increased by 5.7 percent from the 2008 adopted level. This increase includes the impact of labor, utility, and other operating costs offset by a number administrative

## ***GENERAL GOVERNMENT PROGRAM PLAN***

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and direct service reductions included in the 2009 Executive Proposed Budget. The increase also includes the annualization of O&M costs for the King County Elections Center in the Earlington Building and the Public Health Department's proposal to occupy the entire North District Multi Service Center.

- Risk Management – The cost of insurance services, both premiums on insurance policies and claims costs, are billed back to the affected operating agencies and capital projects agencies by the Insurance Internal Service Fund. For the 2009 Executive Proposed Budget, the rate has decreased by 2.4 percent or \$593,347. Charges are allocated based on agencies' historic loss experience assessed by an actuary. For the 2008-2009 policy years, the Office of Risk Management (ORM) worked with the county's insurance broker to retain current coverage and further reduce premiums by approximately 10 percent from the 2007 policy year and a \$617,624 reduction for 2009 insurance premiums. Combined with the estimate for 2009 claims funding, ORM has established a process for county agencies that receive funding assistance for Loss Control to provide feedback on the success of the funded loss control initiatives in meeting its intended purposes to reduce agencies' liability.
- Flex Benefits – King County has a flexible benefit package which offers employees several options for coverage and providers. All of the benefit costs are accounted for in the Employee Benefits Fund, which then recovers its costs through a single standard monthly rate charged to agencies for each benefits-eligible employee. The standard rate charged in 2008 was \$1,142 per employee per month. The standard rate for the 2009 Executive Proposed Budget is \$1,171 per employee per month, a 2.5 percent increase. In 2009, Employee Benefits anticipates implementation of the Sheriff Deputy Healthy Incentives plan. The Sheriff Deputy Healthy Incentive plan standardizes administration of the Sheriff health benefit plans and anticipates that most Sheriff Deputies will become part of the self-insured pool.
- Healthy Workplace Fund – In 2008, this fund provided for a total allocation of \$361,898 to help employees countywide get healthy and stay healthy. This fund is eliminated in 2009 as part of the larger strategy to help offset the large budget deficit facing General Fund as well as other financial problems faced by county funds.
- Safety & Claims Management – The cost of workers compensation, including medical payments, time loss wages, disability benefits, excess insurance premiums, liability increases and state fees, are billed out to agencies through a rate based on the number of projected hours worked by employees. The rate is allocated across five risk classifications from field work to office work. The Transit and Water Treatment Divisions have their own rate allocated on their own claim experience. For 2009, the Transit rates decreased by 2.7 percent and increased 12.9 percent in the Water Treatment Division. Rate changes for a specific job class from 2008 to 2009 ranged from a decrease of 6.8 percent for semi-field to an increase of 11.1 percent for field workers. Total fund expenditures decreased 6.8 percent from 2008 to 2009 although an increase in funded liabilities offset much of the reductions.

In response to the 2004/2005 workers compensation council audit, the County Executive committed to changing the worker compensation liabilities reporting method and fully funding the increased amount. A 20-year fund building plan was initiated. As a result of successful efforts to reduce worker's compensation costs over the past three years, Safety and Claims has made remarkable progress toward funding the total claims liability. As of July 2008, the fund balance was approximately \$48.5 million. The liabilities reported in the 2007 CAFR were \$63.7 million. Currently, the liabilities are 76 percent funded. The proposed 2009 budget provides funds to cover the increased liabilities reported in the CAFR. Additional funds to reduce the fund deficit are not necessary in light of the recent progress, allowing for a county-wide reduction in rates.

- Office of Information Resource Management (OIRM) Operating – OIRM is responsible for functions within the office of the Chief Information Officer (CIO) including: IT governance;

## ***GENERAL GOVERNMENT PROGRAM PLAN***

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strategic planning; the county's Information Security and Privacy Office; and the CIO office's financial, administrative, human resources, and payroll functions. The 2009 charges increased by 2.5 percent over 2008 Adopted.

- OIRM Technology Services – is responsible for network services, county web infrastructure support, and messaging services for all county agencies. This fund also provides customized services such as business application development and support; mainframe, server and data base maintenance; backup services; and server storage. The cost to operate and maintain enterprise infrastructure is allocated to agencies based on the number of county positions. Messaging costs are allocated based on the number of agency mailboxes. Customized service charges are based on usage of those custom services. Despite normal increases necessary to cover general operating costs, the overall revenue slightly decreased by an average of 0.4 percent from 2008, primarily due to an effort to defer equipment replacement and measures to decrease overall expenditures including the start up of IT reorganization initiatives to obtain savings. OIRM Technology Service Level establishes service level agreements for Application Development and Support Services and Distributed System Support services with client agencies. The services comprise the majority of optional IT services.
- OIRM Radio Services – Radio Communication Services (RCS) serves county agencies, and organizations in other jurisdictions. Rates are set to recover the operation and infrastructure maintenance costs of the county's 800 MHz radio system and the cost associated with servicing and replacing radios used by agencies. Total 2009 Radio Communication charges to internal agencies decreased by 13 percent compared to 2008 charges. This decrease primarily reflects the discontinuance of charges for equipment replacement reserve related to radios that have completed the contribution as planned.
- OIRM Telecommunications – The overhead rate charged covers the cost of managing and monitoring the operations of the county's telecommunications environment including the impact of moves, changes, new facilities, monitoring of vendor contracts, and other support services as required. The 2009 proposed rates are 1.5 percent higher than 2008 adopted rates. Overhead rates are allocated based on the number of agency phone lines. Direct telecom charges are a pass-through vendor cost managed by the Telecom group. A slight increase of 0.9 percent from the 2008 adopted budget was built into the 2009 operating budgets for direct telecom usage charges. This very modest increase can be achieved due to continuing effort to cut cost through contract negotiations.
- General Fund (GF) Overhead – The cost of several GF agencies that provide services countywide is recovered from non-GF agencies through the GF Overhead Plan. The GF agencies or services included in this plan are the Council agencies, Executive Offices, Office of Management and Budget, Office of Strategic Planning and Performance Management, Human Resources, Emergency Management, Department of Executive Services (DES) Administration, State Auditor, bus pass subsidy, building occupancy charges, mail services, asset management services, membership and dues and records management services. The 2009 Executive Proposed GF overhead plan increased by \$3.4 million or 5 percent over 2008. In 2009, the non-GF portion of the total cost pool grew by \$1.3 million or 3.7 percent from 2008 while the GF portion also increased by \$2.3 million or 7.1 percent.
- Countywide Technology Projects Charge – The OIRM CIP rate was established in 2004 as a transfer to the OIRM Capital Fund. This rate provides for the allocation of costs to county agencies for OIRM managed countywide information technology projects. The rate is allocated based on the number of positions in the various appropriation units. In 2009, there are no proposed countywide information technology projects, so there is no rate charge.

## ***GENERAL GOVERNMENT PROGRAM PLAN***

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- Financial Services – Financial services covers a broad array of activities including accounts payable, accounts receivable, payroll processing, benefits and retirement services, financial system operations, financial reporting, grants administration, procurement of goods and services, as well as professional and construction contracts, and treasury functions. The Treasury passes on its costs to the General Fund and other county funds that levy property taxes. Finance rate charges for 2009 have decreased a net 3.9 percent from 2008. Finance establishes service level agreements for many components of the services offered to client agencies.
- Fleet – Motor Pool, Public Works, and Wastewater Equipment Rental and Revolving rates are largely based on three factors: vehicle use, vehicle maintenance, and vehicle replacement. The 2009 rates are based on 2007 actual use. Fleet uses an industry standard model to determine the economically efficient time to replace a vehicle. This vehicle replacement model considers variables such as annual costs, resale and salvage value, and purchase price. Overall, the 2009 Proposed Motor Pool charges to operating agencies will increase by 2.3 percent over the 2008 adopted level. Increasing fuel costs continue to be a significant driver in rate fluctuations. In 2008, Fleet established a user group to provide a forum to exchange information and cooperatively establish fleet usage standards and policies. For 2009, a factor helping to keep rate growth in check is the establishment of a Vehicle Utilization Policy, which has all departments reviewing usage and turning in the lower use vehicles. This new policy will save the county money, and still allow access to vehicles through expanded accessibility to the Motor Pool Daily Rental (or Dispatch) vehicles. The user group and utilization policy lay the groundwork for development of service level agreements between Fleet and client agencies.
- Limited Tax General Obligation (LTGO) Debt Insurance - King County issues LTGO bonds on behalf of many of the non-General Fund agencies. The full faith and credit of the county secures these bonds, which means that the county pledges to levy property taxes sufficient to provide the revenue necessary for the repayment of bonds. This assurance to bond holders, combined with the county's high bond rating, results in lower interest rates charged to the non-General Fund funds. Lower interest rates result from the General Fund accepting a certain level of risk. This involves the assumption that in the event that the non-General Fund revenue stream, whether or not specifically pledged, is inadequate, it will be underwritten or covered by the General Fund. The 2009 proposed budget includes charges reflecting the estimated interest rate benefit of 0.25 percent. The charge calculated on remaining principal balance of new and existing debt is 0.125 percent, or half of the benefit. As a result of a debt rating improvement in 2008, Wastewater will be assessed a charge of .10 percent on debt issued in 2009 and future years. This reduction recognizes the reduced interest rates Wastewater would pay on debt issued without General Fund support. The total charge to be assessed is \$801,906 and is allocated to the following agencies: Airport, \$8,094; Wastewater, \$541,306; Transit, \$179,994; Solid Waste, \$56,344 and Surface Water Management, \$16,168.
- Long-term Leases - Long-term lease rates for county agency occupancy of leased space are driven by market rates. In the 2009 proposed budget long-term lease expenditures increased by \$1,537,981 or 5.7 percent compared to the 2008 Adopted Budget. The increase is the result of changes in market rates as well as the 2009 debt service payment of \$1,279,083 for the King Parking Garage being budgeted in the Long Term Lease Fund.
- PERS and LEOFF Retirement Rate – The 2009 Executive Proposed Budget reflects an employer contribution rate of 8.16 percent for PERS and an employer contribution rate of 5.41 percent for LEOFF II. These rates are higher than the rates which were included in the 2008 Adopted Budget and result in \$8.1 million or 13 percent higher budgeted employer retirement contributions than in 2008.

# **Assessments**

**ASSESSMENTS**

***Mission***

**Assessments**

To provide the services necessary for the maintenance and certification of a fair and equitable county assessment roll as mandated by Chapter 84 of the Revised Code of Washington (RCW). This includes subsequent levy rate determination and tax roll, established annually for the purpose of administering the property tax system for all real and personal property located within the geographic boundaries of King County.

**ISSUES AND PRIORITIES**

The Department of Assessments is presided over by the Office of the Assessor, a separately elected county official. The primary focus of the Assessor's budget is to continue to provide the services necessary for the maintenance and certification of fair and equitable county assessment rolls. The services provided by the Department of Assessments directly impacts 165 different taxing districts within King County.

The Assessor is responsible for valuing over 650,000 residential and commercial parcels in King County and more than 90,000 personal property accounts. New construction, the annual reevaluation of each parcel, and the physical inspection of one-sixth of the

parcels each year create a significant demand for resources. In 1995, parcel revaluations were converted to an annual revaluation cycle. Since 2000, King County has been adding more than 10,000 new parcels to the tax roll per year. To meet the escalating workloads, the department has invested in new technology programs as an alternative to hiring additional staff.

Today, technology continues to diminish the need for additional staff by creating efficiencies. One example in recent years has been the use of new department scanners to make electronic copies of documents that were formerly processed in a labor and material intensive manner. The scanning process allows for electronic access to exemptions, past rulings, appeal decisions, maps and other relevant information via a central database. The scanning project has provided efficiency to the assessment processes and has enhanced customer service by providing access to information electronically to a much wider audience. Another example of the use of technology to improve operations is that of equipping field appraisers with tablet computers. This change allows field personnel to gather and update information electronically rather than manually, thus reducing tremendously the amount of time required to be spent in the office converting manual information into a digital format.

As indicated in the business plan, the Department of Assessments is responsible for the annual completion of six basic functional programs. The six programs are:

1. Appeals processing: the annual processing of all taxpayer property tax appeals.
2. Public Information Office: full service customer public information office is staffed daily Monday through Friday.
3. Property tax roll and levy administration: the annual revaluation of every parcel of real and personal property for purposes of creating levy rates and distributing the tax burden fairly and equitably.
4. Parcel and mapping administration: the Department is responsible for maintaining the basic parcel layer for mapping.
5. Appraiser accreditation: each appraiser within the department must earn and maintain annual professional accreditation.
6. Addition of new construction to the tax rolls: this is a source of new revenue annually for King County and all of its taxing districts.

The primary change drivers in the department's proposed budget in 2009 are increased

## ***GENERAL GOVERNMENT PROGRAM PLAN***

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efficiencies and reduced costs. Assessments will participate in a cost-saving measure to move to a four-day workweek. This proposal, which carries forward the Executive's priorities of environmentally- and employee-friendly policies, will close the Black River facility one day per week resulting in savings associated with the maintenance and operation of the facility, as well as savings to employees through one less round trip commute per week. In addition to the efficiencies listed above, there will be reductions in auto usage, overtime, and equipment replacement accounts.

In these difficult economic times, with General Fund revenues falling short of the county's needs, the department will continue to seek new efficiencies, both through technology, and through the evaluation of current business practices.

2009 Proposed Budget for Assessments 0010/0670

Code	Item Description	Expenditures	FTEs *	TLTs
<b>Program Area</b>				
	2008 Adopted	20,612,608	225.00	0.00
<b>GG</b>	Status Quo**	(874,908)	0.00	0.00
	<b>Status Quo Budget</b>	<b>19,737,700</b>	<b>225.00</b>	<b>0.00</b>
	<b>Contra Add</b>	1,866,955		
<b>Change in County Policy</b>				
AS05	Four Day Workweek Pilot	(12,802)	0.00	0.00
		<b>(12,802)</b>	<b>0.00</b>	<b>0.00</b>
<b>Increased Efficiencies/Reduced Costs</b>				
AS01	Overtime and Auto Allowance Reductions	(300,000)	0.00	0.00
AS02	FTE Reduction	(69,074)	(1.00)	0.00
AS04	Equipment Replacement Reduction	(250,000)	0.00	0.00
		<b>(619,074)</b>	<b>(1.00)</b>	<b>0.00</b>
<b>Lifeboat</b>				
AS03A	Target Reduction Contra	(375,000)	0.00	0.00
		<b>(375,000)</b>	<b>0.00</b>	<b>0.00</b>
<b>Technical Adjustment</b>				
TA50	Revenue Adjustment	0	0.00	0.00
CR01	Flexible Benefits Charge	(104,832)	0.00	0.00
CR06	Healthy Workplace Fund	(5,625)	0.00	0.00
CR07	Technology Services Operations and Maintenance Charge	(17,839)	0.00	0.00
CR08	Technology Services Infrastructure Charge	(15,680)	0.00	0.00
CR09	Geographic Information Systems Charge	1,786	0.00	0.00
CR10	Office of Information Resource Management Charge	(4,376)	0.00	0.00
CR11	Telecommunications Services	(34,231)	0.00	0.00
CR12	Telecommunications Overhead	(16,384)	0.00	0.00
CR13	Motor Pool Usage Charge	831	0.00	0.00
CR14	Facilities Management Space Charge	(62,817)	0.00	0.00
CR16	Radio Access	16	0.00	0.00
CR19	Radio Reserve Program	(320)	0.00	0.00
CR24	Copy Center	(38,799)	0.00	0.00
CR25	Financial Services Charge	(1,634)	0.00	0.00
CR26	Retirement Rate Adjustment	4,891	0.00	0.00
CR27	Industrial Insurance Rate Adjustment	(6,580)	0.00	0.00
CR35	Underexpenditure Contra	(15,716)	0.00	0.00
CR37	Strategic Initiative Fee	1,511	0.00	0.00
CR39	COLA Adjustment	267,849	0.00	0.00
CR41	Non Represented COLA Contra	(69,197)	0.00	0.00
CR42	Non Represented Merit Contra	(66,429)	0.00	0.00
CR43	Represented Labor Strategy Contra	(766,404)	0.00	0.00
		<b>(949,979)</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Change Items in 2009</b>	<b>(1,956,855)</b>	<b>(1.00)</b>	<b>0.00</b>
<b>2009 Proposed Budget</b>		<b>19,647,800</b>	<b>224.00</b>	<b>0.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

## ***GENERAL GOVERNMENT PROGRAM PLAN***

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### ***PROGRAM HIGHLIGHTS***

The 2009 Executive Proposed Budget for the Department of Assessments is \$19,647,800 and includes funding for 224.00 FTEs.

#### **Change in County Policy**

**Four Day Workweek Pilot - (\$12,802).** This program continues the County Executive's priority to create both environmentally- and employee-friendly policies. The pilot will close the Black River facility in Renton one day per week resulting in savings associated with the maintenance and operation of the facility as well as savings to employees through one less round-trip commute per week. Savings will be to the Facilities Space Management Charge account. Assessments occupies one sixth of the building. Additional savings are achieved by the Department of Development and Environmental Service and Public Health, the other occupants of the Black River building.

#### **Increased Efficiencies/Reduced Costs**

**Overtime and Auto Allowance Reductions – (\$300,000).** This request removes \$150,000 from both the overtime account and the auto allowance account. Cost savings will be achieved through more efficient use of resources. Part of the savings in auto usage is due to the removal of drivers with low vehicle usage from the Runzheimer Program for auto reimbursement. This change follows through on the recommendations in the King County Vehicle Replacement Performance Audit.

**FTE Reduction – (\$69,074) / (1.00) FTE.** Efficiencies have allowed for the proposal of the reduction of a Residential Appraiser Assistant from the budget.

**Equipment Replacement Reduction – (\$250,000).** In an effort to find savings to address the General Fund shortfall, this equipment replacement funding, which was added to the budget in 2007, will be removed, and the equipment replacement funding model of using funds available through efficiencies and underexpenditure that was used previously will be resumed.

#### **Lifeboat**

**Target Reduction Contra – (\$375,000).** In keeping with the County Executive's lifeboat strategy, this target reduction contra will be imposed on the budget effective July 1, 2009 if the State Legislature fails to provide King County with options to address the structural imbalance in the General Fund. On an annualized basis, this reduction will grow to \$750,000 for 2010.

#### **Technical Adjustments**

**COLA Adjustment – \$267,849.** COLA was increased from 3.53 to 5.50 percent, resulting in a \$266,412 increase from PSQ.

**Non-Represented COLA / Merit Contra – (\$135,626).** In keeping with the County Executive's policy to achieve salary savings to help close the 2009 General Fund deficit, \$135,626 is saved in Assessments by assuming no merit increase and by holding COLA at 3 percent for non-represented employees.

**Represented Labor Strategy Contra – (\$766,404).** To reflect the expected agreement between the County Executive and county labor union representatives on potential savings for 2009, the Executive Proposed Budget assumes \$766,404 in savings for Assessments.

**Central Rate Adjustments – (\$315,798).** Central rates have decreased for Assessments with the most significant decreases coming in the Facilities Management Space Charge and Flexible Benefits Charge.

# **Council Agencies**

**COUNCIL AGENCIES**

***Mission***  
**Council Agencies**

The mission of the Metropolitan King County Council is to ensure public trust, enhance quality of life, and protect public health and safety. The council sets policy, enacts laws, adopts the county budget, and exercises all legislative powers authorized under the King County Charter.

***ISSUES AND PRIORITIES***

The nine members of the Metropolitan King County Council are elected by the people of King County to provide regional leadership and oversight of the 14<sup>th</sup> most populous county in the nation and the second largest government in Washington state.

The Council is served in its mission by two sections, Council Administration and the Clerk of the Council. In addition to its legislative duties, the council oversees several independent agencies, including the Hearing Examiner, County Auditor, Ombudsman-Tax Advisor, Board of Appeals/Equalization, the Office of Independent

Oversight and King County Television.

Council Administration supports the council through administration of the legislative branch budget and general oversight of legislative offices. Within this section are the council's central staff who analyze proposed legislation, handle legal and policy issues, and conduct long-term special studies.

The Clerk of the Council is responsible for processing legislation and other official county records, including preparation of council agendas and minutes. The Clerk of the Council also acts as the clerk to the King County Board of Health, the King County Ferry District and the King County Flood Control District.

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

The County Auditor's Office conducts audits and studies, provides capital project oversight and engages citizens to promote and improve performance, accountability and transparency in county government. The office seeks to improve delivery of county services and identifying opportunities for cost savings.

The Ombudsman-Tax Advisor Office investigates citizen complaints against King County agencies, makes recommendations for improvements based on these investigations, and provides information and referral assistance to the public. In addition, the Ombudsman investigates alleged violations of the employee Code of Ethics, and reports of improper governmental action and retaliation pursuant to the whistleblower protection code. The Tax Advisor provides advice to the public on property tax law and the appropriate procedures to appeal property tax revaluations.

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

King County Television is the government access channel for King County, providing live and taped coverage of County Council meetings and public forums, Executive news events, and original programming highlighting County issues and services. It transmits 24/7 on cable channel 22 to approximately 450,000 Comcast and Broadstripe Cable subscribers throughout King County.

**GENERAL GOVERNMENT PROGRAM PLAN**

**2009 Proposed Budget for County Council 0010/0010**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	5,840,936	57.00	0.00
<b>GG</b>	<i>Status Quo**</i>	234,468	0.00	0.00
	<b><i>Status Quo Budget</i></b>	<b>6,075,404</b>	<b>57.00</b>	<b>0.00</b>
	<b><i>Contra Add</i></b>	<b>0</b>		
<b>Technical Adjustment</b>				
CR01	<i>Flexible Benefits Charge</i>	(25,389)	0.00	0.00
CR06	<i>Healthy Workplace Fund</i>	(1,425)	0.00	0.00
CR07	<i>Technology Services Operations and Maintenance Charge</i>	(2,618)	0.00	0.00
CR08	<i>Technology Services Infrastructure Charge</i>	(2,498)	0.00	0.00
CR09	<i>Geographic Information Systems Charge</i>	(160)	0.00	0.00
CR10	<i>Office of Information Resource Management Charge</i>	(789)	0.00	0.00
CR12	<i>Telecommunications Overhead</i>	140	0.00	0.00
CR13	<i>Motor Pool Usage Charge</i>	(5,325)	0.00	0.00
CR25	<i>Financial Services Charge</i>	(1,497)	0.00	0.00
CR26	<i>Retirement Rate Adjustment</i>	1,506	0.00	0.00
CR27	<i>Industrial Insurance Rate Adjustment</i>	(1,104)	0.00	0.00
CR35	<i>Underexpenditure Contra</i>	(11,306)	0.00	0.00
CR37	<i>Strategic Initiative Fee</i>	383	0.00	0.00
CR39	<i>COLA Adjustment</i>	58,458	0.00	0.00
CR41	<i>Non Represented COLA Contra</i>	(105,556)	0.00	0.00
CR42	<i>Non Represented Merit Contra</i>	(108,864)	0.00	0.00
		<b>(206,044)</b>	<b>0.00</b>	<b>0.00</b>
	<b><i>Total Change Items in 2009</i></b>	<b>(206,044)</b>	<b>0.00</b>	<b>0.00</b>
	<b>2009 Proposed Budget</b>	<b>5,869,360</b>	<b>57.00</b>	<b>0.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

**2009 Proposed Budget for Council Administration  
0010/0020**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	9,453,814	61.10	2.00
<b>GG</b>	<i>Status Quo**</i>	581,676	0.00	0.00
	<b>Status Quo Budget</b>	<b>10,035,490</b>	<b>61.10</b>	<b>2.00</b>
	<b>Contra Add</b>	0		
<b>Technical Adjustment</b>				
CR01	<i>Flexible Benefits Charge</i>	(29,952)	0.00	0.00
CR06	<i>Healthy Workplace Fund</i>	(1,578)	0.00	0.00
CR07	<i>Technology Services Operations and Maintenance Charge</i>	4,638	0.00	0.00
CR08	<i>Technology Services Infrastructure Charge</i>	(11,836)	0.00	0.00
CR10	<i>Office of Information Resource Management Charge</i>	(1,227)	0.00	0.00
CR11	<i>Telecommunications Services</i>	(2,392)	0.00	0.00
CR12	<i>Telecommunications Overhead</i>	(301)	0.00	0.00
CR13	<i>Motor Pool Usage Charge</i>	(13,808)	0.00	0.00
CR14	<i>Facilities Management Space Charge</i>	(18,702)	0.00	0.00
CR16	<i>Radio Access</i>	808	0.00	0.00
CR17	<i>Radio Maintenance</i>	296	0.00	0.00
CR19	<i>Radio Reserve Program</i>	(811)	0.00	0.00
CR23	<i>Facility Custodial Services</i>	(6,000)	0.00	0.00
CR24	<i>Copy Center</i>	(37,433)	0.00	0.00
CR25	<i>Financial Services Charge</i>	3,821	0.00	0.00
CR26	<i>Retirement Rate Adjustment</i>	2,280	0.00	0.00
CR27	<i>Industrial Insurance Rate Adjustment</i>	(1,301)	0.00	0.00
CR35	<i>Underexpenditure Contra</i>	(18,861)	0.00	0.00
CR37	<i>Strategic Initiative Fee</i>	424	0.00	0.00
CR39	<i>COLA Adjustment</i>	126,570	0.00	0.00
CR41	<i>Non Represented COLA Contra</i>	(164,680)	0.00	0.00
CR42	<i>Non Represented Merit Contra</i>	(158,092)	0.00	0.00
		<b>(328,137)</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Change Items in 2009</b>	<b>(328,137)</b>	<b>0.00</b>	<b>0.00</b>
	<b>2009 Proposed Budget</b>	<b>9,707,353</b>	<b>61.10</b>	<b>2.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

**GENERAL GOVERNMENT PROGRAM PLAN**

**2009 Proposed Budget for Hearing Examiner 0010/0030**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	759,730	5.00	0.00
<b>GG</b>	<i>Status Quo**</i>	16,585	0.00	0.00
	<b>Status Quo Budget</b>	<b>776,315</b>	<b>5.00</b>	<b>0.00</b>
	<b>Contra Add</b>	0		
<b>Technical Adjustment</b>				
CR01	<i>Flexible Benefits Charge</i>	(2,340)	0.00	0.00
CR06	<i>Healthy Workplace Fund</i>	(125)	0.00	0.00
CR07	<i>Technology Services Operations and Maintenance Charge</i>	1,301	0.00	0.00
CR08	<i>Technology Services Infrastructure Charge</i>	25,027	0.00	0.00
CR10	<i>Office of Information Resource Management Charge</i>	(98)	0.00	0.00
CR13	<i>Motor Pool Usage Charge</i>	333	0.00	0.00
CR14	<i>Facilities Management Space Charge</i>	210	0.00	0.00
CR24	<i>Copy Center</i>	(3,825)	0.00	0.00
CR25	<i>Financial Services Charge</i>	(106)	0.00	0.00
CR26	<i>Retirement Rate Adjustment</i>	181	0.00	0.00
CR27	<i>Industrial Insurance Rate Adjustment</i>	(98)	0.00	0.00
CR35	<i>Underexpenditure Contra</i>	(1,893)	0.00	0.00
CR37	<i>Strategic Initiative Fee</i>	34	0.00	0.00
CR39	<i>COLA Adjustment</i>	10,109	0.00	0.00
CR41	<i>Non Represented COLA Contra</i>	(13,065)	0.00	0.00
CR42	<i>Non Represented Merit Contra</i>	(12,543)	0.00	0.00
		<b>3,102</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Change Items in 2009</b>	<b>3,102</b>	<b>0.00</b>	<b>0.00</b>
	<b>2009 Proposed Budget</b>	<b>779,417</b>	<b>5.00</b>	<b>0.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

**GENERAL GOVERNMENT PROGRAM PLAN**

**2009 Proposed Budget for County Auditor 0010/0040**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	1,648,287	12.90	2.00
<b>GG</b>	<i>Status Quo**</i>	160,573	0.00	0.00
	<b>Status Quo Budget</b>	<b>1,808,860</b>	<b>12.90</b>	<b>2.00</b>
	<b>Contra Add</b>	0		
<b>Technical Adjustment</b>				
CR01	<i>Flexible Benefits Charge</i>	(6,084)	0.00	0.00
CR06	<i>Healthy Workplace Fund</i>	(373)	0.00	0.00
CR07	<i>Technology Services Operations and Maintenance Charge</i>	67	0.00	0.00
CR08	<i>Technology Services Infrastructure Charge</i>	205	0.00	0.00
CR10	<i>Office of Information Resource Management Charge</i>	(10)	0.00	0.00
CR11	<i>Telecommunications Services</i>	(2,273)	0.00	0.00
CR12	<i>Telecommunications Overhead</i>	(148)	0.00	0.00
CR25	<i>Financial Services Charge</i>	722	0.00	0.00
CR26	<i>Retirement Rate Adjustment</i>	468	0.00	0.00
CR27	<i>Industrial Insurance Rate Adjustment</i>	(286)	0.00	0.00
CR35	<i>Underexpenditure Contra</i>	(3,515)	0.00	0.00
CR37	<i>Strategic Initiative Fee</i>	100	0.00	0.00
CR39	<i>COLA Adjustment</i>	26,232	0.00	0.00
CR41	<i>Non Represented COLA Contra</i>	(34,019)	0.00	0.00
CR42	<i>Non Represented Merit Contra</i>	(32,658)	0.00	0.00
		<b>(51,572)</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Change Items in 2009</b>	<b>(51,572)</b>	<b>0.00</b>	<b>0.00</b>
	<b>2009 Proposed Budget</b>	<b>1,757,288</b>	<b>12.90</b>	<b>2.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

**2009 Proposed Budget for Ombudsman/Tax Advisor  
0010/0050**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	1,332,238	11.00	0.00
<b>GG</b>	<i>Status Quo**</i>	66,641	0.00	0.00
	<b>Status Quo Budget</b>	<b>1,398,879</b>	<b>11.00</b>	<b>0.00</b>
	<b>Contra Add</b>	0		
<b>Technical Adjustment</b>				
CR01	<i>Flexible Benefits Charge</i>	(5,148)	0.00	0.00
CR06	<i>Healthy Workplace Fund</i>	(275)	0.00	0.00
CR07	<i>Technology Services Operations and Maintenance Charge</i>	17,086	0.00	0.00
CR08	<i>Technology Services Infrastructure Charge</i>	(1,371)	0.00	0.00
CR10	<i>Office of Information Resource Management Charge</i>	(214)	0.00	0.00
CR11	<i>Telecommunications Services</i>	1,463	0.00	0.00
CR12	<i>Telecommunications Overhead</i>	692	0.00	0.00
CR14	<i>Facilities Management Space Charge</i>	(2,934)	0.00	0.00
CR22	<i>Long Term Leases</i>	850	0.00	0.00
CR23	<i>Facility Custodial Services</i>	(500)	0.00	0.00
CR24	<i>Copy Center</i>	(4,235)	0.00	0.00
CR25	<i>Financial Services Charge</i>	(165)	0.00	0.00
CR26	<i>Retirement Rate Adjustment</i>	313	0.00	0.00
CR27	<i>Industrial Insurance Rate Adjustment</i>	(217)	0.00	0.00
CR35	<i>Underexpenditure Contra</i>	(2,983)	0.00	0.00
CR36	<i>Property Services Lease Administration Fee</i>	1,673	0.00	0.00
CR37	<i>Strategic Initiative Fee</i>	74	0.00	0.00
CR39	<i>COLA Adjustment</i>	17,672	0.00	0.00
CR41	<i>Non Represented COLA Contra</i>	(22,600)	0.00	0.00
CR42	<i>Non Represented Merit Contra</i>	(21,696)	0.00	0.00
		<b>(22,515)</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Change Items in 2009</b>	<b>(22,515)</b>	<b>0.00</b>	<b>0.00</b>
	<b>2009 Proposed Budget</b>	<b>1,376,364</b>	<b>11.00</b>	<b>0.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

**2009 Proposed Budget for King County Civic Television  
0010/0060**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	707,101	7.00	0.00
<b>GG</b>	<i>Status Quo**</i>	40,919	0.00	0.00
	<b>Status Quo Budget</b>	<b>748,020</b>	<b>7.00</b>	<b>0.00</b>
	<b>Contra Add</b>	0		
<b>Technical Adjustment</b>				
CR01	<i>Flexible Benefits Charge</i>	(3,276)	0.00	0.00
CR06	<i>Healthy Workplace Fund</i>	(175)	0.00	0.00
CR07	<i>Technology Services Operations and Maintenance Charge</i>	28	0.00	0.00
CR08	<i>Technology Services Infrastructure Charge</i>	(299)	0.00	0.00
CR10	<i>Office of Information Resource Management Charge</i>	(136)	0.00	0.00
CR13	<i>Motor Pool Usage Charge</i>	5,877	0.00	0.00
CR25	<i>Financial Services Charge</i>	(644)	0.00	0.00
CR26	<i>Retirement Rate Adjustment</i>	163	0.00	0.00
CR27	<i>Industrial Insurance Rate Adjustment</i>	(138)	0.00	0.00
CR35	<i>Underexpenditure Contra</i>	(1,450)	0.00	0.00
CR37	<i>Strategic Initiative Fee</i>	47	0.00	0.00
CR39	<i>COLA Adjustment</i>	9,342	0.00	0.00
CR41	<i>Non Represented COLA Contra</i>	(2,524)	0.00	0.00
CR42	<i>Non Represented Merit Contra</i>	(2,423)	0.00	0.00
CR43	<i>Represented Labor Strategy Contra</i>	(25,654)	0.00	0.00
		<b>(21,262)</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Change Items in 2009</b>	<b>(21,262)</b>	<b>0.00</b>	<b>0.00</b>
	<b>2009 Proposed Budget</b>	<b>726,758</b>	<b>7.00</b>	<b>0.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

**GENERAL GOVERNMENT PROGRAM PLAN**

**2009 Proposed Budget for Board of Appeals 0010/0070**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	678,939	4.00	0.00
<b>GG</b>	<i>Status Quo**</i>	18,493	0.00	0.00
	<b>Status Quo Budget</b>	<b>697,432</b>	<b>4.00</b>	<b>0.00</b>
	<b>Contra Add</b>	0		
<b>Technical Adjustment</b>				
CR01	<i>Flexible Benefits Charge</i>	(1,872)	0.00	0.00
CR06	<i>Healthy Workplace Fund</i>	(100)	0.00	0.00
CR07	<i>Technology Services Operations and Maintenance Charge</i>	(156)	0.00	0.00
CR08	<i>Technology Services Infrastructure Charge</i>	(785)	0.00	0.00
CR10	<i>Office of Information Resource Management Charge</i>	(78)	0.00	0.00
CR11	<i>Telecommunications Services</i>	(153)	0.00	0.00
CR12	<i>Telecommunications Overhead</i>	(60)	0.00	0.00
CR14	<i>Facilities Management Space Charge</i>	(3)	0.00	0.00
CR25	<i>Financial Services Charge</i>	(190)	0.00	0.00
CR26	<i>Retirement Rate Adjustment</i>	114	0.00	0.00
CR27	<i>Industrial Insurance Rate Adjustment</i>	(76)	0.00	0.00
CR35	<i>Underexpenditure Contra</i>	(1,436)	0.00	0.00
CR37	<i>Strategic Initiative Fee</i>	27	0.00	0.00
CR39	<i>COLA Adjustment</i>	6,400	0.00	0.00
CR41	<i>Non Represented COLA Contra</i>	(8,277)	0.00	0.00
CR42	<i>Non Represented Merit Contra</i>	(7,945)	0.00	0.00
NC01	<i>No Change Items Requested for this Budget</i>	0	0.00	0.00
		<b>(14,590)</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Change Items in 2009</b>	<b>(14,590)</b>	<b>0.00</b>	<b>0.00</b>
	<b>2009 Proposed Budget</b>	<b>682,842</b>	<b>4.00</b>	<b>0.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

**2009 Proposed Budget for Office of Law Enforcement  
Oversight 0010/0085**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	424,860	4.00	0.00
<b>GG</b>	<i>Status Quo**</i>	18,601	0.00	0.00
	<b>Status Quo Budget</b>	<b>443,461</b>	<b>4.00</b>	<b>0.00</b>
	<b>Contra Add</b>	0		
<b>Technical Adjustment</b>				
CR01	<i>Flexible Benefits Charge</i>	(1,872)	0.00	0.00
CR06	<i>Healthy Workplace Fund</i>	(100)	0.00	0.00
CR07	<i>Technology Services Operations and Maintenance Charge</i>	16	0.00	0.00
CR08	<i>Technology Services Infrastructure Charge</i>	(289)	0.00	0.00
CR10	<i>Office of Information Resource Management Charge</i>	(78)	0.00	0.00
CR26	<i>Retirement Rate Adjustment</i>	118	0.00	0.00
CR27	<i>Industrial Insurance Rate Adjustment</i>	(88)	0.00	0.00
CR35	<i>Underexpenditure Contra</i>	(6,467)	0.00	0.00
CR37	<i>Strategic Initiative Fee</i>	27	0.00	0.00
CR39	<i>COLA Adjustment</i>	6,560	0.00	0.00
CR41	<i>Non Represented COLA Contra</i>	(8,486)	0.00	0.00
CR42	<i>Non Represented Merit Contra</i>	(8,146)	0.00	0.00
		<b>(18,805)</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Change Items in 2009</b>	<b>(18,805)</b>	<b>0.00</b>	<b>0.00</b>
	<b>2009 Proposed Budget</b>	<b>424,656</b>	<b>4.00</b>	<b>0.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

**2009 Proposed Budget for Charter Review Commission  
0010/0086**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	<i>383,928</i>	<i>0.00</i>	<i>5.00</i>
<b>GG</b>	<i>Status Quo**</i>	<i>(383,928)</i>	<i>0.00</i>	<i>(5.00)</i>
	<b><i>Status Quo Budget</i></b>	<b><i>0</i></b>	<b><i>0.00</i></b>	<b><i>0.00</i></b>
	<b><i>Contra Add</i></b>	<b><i>0</i></b>		
<b>Technical Adjustment</b>				
<i>NC01</i>	<i>No Change Items Requested for this Budget</i>	<i>0</i>	<i>0.00</i>	<i>0.00</i>
		<b><i>0</i></b>	<b><i>0.00</i></b>	<b><i>0.00</i></b>
	<b><i>Total Change Items in 2009</i></b>	<b><i>0</i></b>	<b><i>0.00</i></b>	<b><i>0.00</i></b>
	<b><i>2009 Proposed Budget</i></b>	<b><i>0</i></b>	<b><i>0.00</i></b>	<b><i>0.00</i></b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

**2009 Proposed Budget for Office of Economic and  
Financial Analysis 0010/0087**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	205,983	2.50	0.00
<b>GG</b>	<i>Status Quo**</i>	10,125	0.00	0.00
	<b>Status Quo Budget</b>	<b>216,108</b>	<b>2.50</b>	<b>0.00</b>
	<b>Contra Add</b>	0		
<b>Technical Adjustment</b>				
CR01	<i>Flexible Benefits Charge</i>	(936)	0.00	0.00
CR06	<i>Healthy Workplace Fund</i>	(63)	0.00	0.00
CR07	<i>Technology Services Operations and Maintenance Charge</i>	14	0.00	0.00
CR08	<i>Technology Services Infrastructure Charge</i>	187	0.00	0.00
CR10	<i>Office of Information Resource Management Charge</i>	107	0.00	0.00
CR26	<i>Retirement Rate Adjustment</i>	59	0.00	0.00
CR27	<i>Industrial Insurance Rate Adjustment</i>	(55)	0.00	0.00
CR35	<i>Underexpenditure Contra</i>	(420)	0.00	0.00
CR37	<i>Strategic Initiative Fee</i>	17	0.00	0.00
CR39	<i>COLA Adjustment</i>	3,369	0.00	0.00
CR41	<i>Non Represented COLA Contra</i>	(4,274)	0.00	0.00
CR42	<i>Non Represented Merit Contra</i>	(4,103)	0.00	0.00
NC01	<i>No Change Items Requested for this Budget</i>	0	0.00	0.00
		<b>(6,098)</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Change Items in 2009</b>	<b>(6,098)</b>	<b>0.00</b>	<b>0.00</b>
	<b>2009 Proposed Budget</b>	<b>210,010</b>	<b>2.50</b>	<b>0.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

**2009 Proposed Budget for Office of Economic and  
Financial Analysis 0010/0087**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	205,983	2.50	0.00
<b>GG</b>	<i>Status Quo**</i>	10,125	0.00	0.00
	<b>Status Quo Budget</b>	<b>216,108</b>	<b>2.50</b>	<b>0.00</b>
	<b>Contra Add</b>	0		
<b>Technical Adjustment</b>				
CR01	<i>Flexible Benefits Charge</i>	(936)	0.00	0.00
CR06	<i>Healthy Workplace Fund</i>	(63)	0.00	0.00
CR07	<i>Technology Services Operations and Maintenance Charge</i>	14	0.00	0.00
CR08	<i>Technology Services Infrastructure Charge</i>	187	0.00	0.00
CR10	<i>Office of Information Resource Management Charge</i>	107	0.00	0.00
CR26	<i>Retirement Rate Adjustment</i>	59	0.00	0.00
CR27	<i>Industrial Insurance Rate Adjustment</i>	(55)	0.00	0.00
CR35	<i>Underexpenditure Contra</i>	(420)	0.00	0.00
CR37	<i>Strategic Initiative Fee</i>	17	0.00	0.00
CR39	<i>COLA Adjustment</i>	3,369	0.00	0.00
CR41	<i>Non Represented COLA Contra</i>	(4,274)	0.00	0.00
CR42	<i>Non Represented Merit Contra</i>	(4,103)	0.00	0.00
NC01	<i>No Change Items Requested for this Budget</i>	0	0.00	0.00
		<b>(6,098)</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Change Items in 2009</b>	<b>(6,098)</b>	<b>0.00</b>	<b>0.00</b>
	<b>2009 Proposed Budget</b>	<b>210,010</b>	<b>2.50</b>	<b>0.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

## ***GENERAL GOVERNMENT PROGRAM PLAN***

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### ***PROGRAM HIGHLIGHTS***

The legislative branch agencies' funding, as included in the 2009 Executive Proposed Budget, totals \$21,648,370. There are 165.6 FTEs and 4 TLTs proposed for the legislative branch.

### **Technical Adjustments**

**Central Rate Adjustments – (\$185,834).** A net decrease in central rates is reflected in the proposed budget. Charges decreased significantly in Flexible Benefits, Personal Benefits, and Copy Center charges while Information Technology Operation and Maintenance increased. Most council agencies had minor changes in their central rates.

**COLA Adjustment – \$266,412.** COLA was increased from 3.53 to 5.50 percent, resulting in a \$266,412 increase from PSQ.

**Non-Represented COLA/ Merit Contra – (\$724,183).** In keeping with the County Executive's policy to achieve salary savings to help close the 2009 General Fund deficit, \$724,183 is saved in Council Agencies by assuming no merit increase and by holding COLA at 3 percent for non-represented employees.

**Represented Labor Strategy Contra – (\$25,654).** To reflect the expected agreement between the County Executive and county labor union representatives on potential savings for 2009, the Executive Proposed Budget assumes \$25,654 in savings for King County Civic Television.

# **County Executive**

*COUNTY EXECUTIVE*

***Mission***

**County Executive**

The County Executive provides strategic and policy direction to county government as an innovative, world-class regional provider of public health, safety, transportation, environmental and human services. The County Executive also establishes a vision for the region's future through comprehensive planning that addresses the challenges of the future while continuing prudent fiscal management of resources.

***ISSUES AND PRIORITIES***

In 2009, the Executive will continue to provide the policy direction and set priorities for delivery of vital regional services to deliver the highest possible quality of life to the county's 1.8 million residents. Prudent fiscal practices guide budget decisions for the day-to-day operation of the county and long-term strategic planning for criminal justice needs and reforms, public health, human services, transportation, elections, environmental services, and parks and trails.

In response to the significant fiscal challenges faced by King County and the associated necessity for an even greater strategic

management focus, the Executive proposes to create the Office of Strategic Planning and Performance Management (OSPPM) within the King County Executive Office. The new office will facilitate the county's a broad-based effort to provide effective implementation of countywide initiatives including strategic planning and performance management along with a refocused approach to governance transition activities previously carried out through the Annexation Initiative.

The OSPPM will have a focused mission to support strategic innovation, sustainability and accountability across county government while consolidating the functions of the Office of Business Relations and Economic Development (BRED) and certain functions currently housed within the Office of Management and Budget.

Through this restructuring, OSPPM will take primary responsibility for the following areas:

- Countywide strategic planning as articulated in the Performance and Accountability Act;
- Regional growth management planning and evaluation responsibilities including the Countywide Planning Policies Benchmark Reports and Buildable Lands Analysis;
- Regional and unincorporated area economic development strategies and programs;
- Preservation of historical structures and landmarks within the unincorporated area of King County;
- Governance transition efforts for the urban area formerly undertaken through the Annexation Initiative;
- Agency and system oriented planning efforts such as operational master plans; and,
- KingStat, the Executive's county's performance measurement system.

OSPPM will help specifically fulfill the requirements of the Performance and Accountability Act by having a single office that will support strategic planning and performance management in an integrated and seamless cycle. OSPPM will have expertise in: performance measurement and management; data collection and analysis including demographics; public reporting; strategic planning; agency and system oriented operational master planning efforts; GIS; and community engagement.

In addition, OSPPM will be a key coordinator of initiatives cutting across county departments such as the Climate Change Initiative, the Equity and Social Justice Initiative, the Community Enhancement Initiative, and the Rural Strategy in a lead, coordinating, or participatory role dependent on the focus and requirements of the effort. OSPPM will undertake its regional, urban, and rural policy

## ***GENERAL GOVERNMENT PROGRAM PLAN***

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development and program implementation responsibilities in an integrated manner that respects the distinct issues and characteristics of the various governmental roles and service responsibilities of King County.

The creation of OSPPM offers operational efficiency at a time of significant financial stress. The proposed office consolidates staff from the Office of Business Relations and Economic Development (BRED) and the Performance Management unit the Management, Analysis, and Planning Section (MAPS) within the Office of Management and Budget. To support this work program, the new office is proposed to have a budget of \$3,807,356 with 26 FTEs. The combination of these existing resources into a single unit provides for a streamlined, focused agency with sufficient resources to undertake a broad range of responsibilities. Through this configuration, efficiencies are found that allow for reduction of 3 FTEs and 1 TLT as well as savings in various operating budget accounts that total \$830,931.

While scrutinizing county-owned property for savings during the 2009 budget process, the Executive concluded that a special projects group could be moved out of the one-year-old, 13-story Chinook Building into the County Administration Building to increase space efficiency and cut costs. Growth in staff for other county functions did not materialize, leaving the 8th floor of the Chinook Building available for staff to relocate from privately leased space. The 2009 Executive Proposed Budget proposes moving the Office of the Executive, the Office of Management and Budget, and OSPPM staff from leased space in the Columbia Center to the 8th floor of the Chinook Building. This proposal saves \$3.9 million, including \$2.1 million in savings for the General Fund over five years.

**GENERAL GOVERNMENT PROGRAM PLAN**

**2009 Proposed Budget for County Executive 0010/0110**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	312,246	2.00	0.00
<b>GG</b>	<i>Status Quo**</i>	15,541	0.00	0.00
	<b>Status Quo Budget</b>	<b>327,787</b>	<b>2.00</b>	<b>0.00</b>
	<b>Contra Add</b>	0		
<b>Technical Adjustment</b>				
CR01	<i>Flexible Benefits Charge</i>	(936)	0.00	0.00
CR06	<i>Healthy Workplace Fund</i>	(50)	0.00	0.00
CR07	<i>Technology Services Operations and Maintenance Charge</i>	8	0.00	0.00
CR08	<i>Technology Services Infrastructure Charge</i>	(815)	0.00	0.00
CR10	<i>Office of Information Resource Management Charge</i>	(39)	0.00	0.00
CR25	<i>Financial Services Charge</i>	565	0.00	0.00
CR26	<i>Retirement Rate Adjustment</i>	98	0.00	0.00
CR27	<i>Industrial Insurance Rate Adjustment</i>	(44)	0.00	0.00
CR37	<i>Strategic Initiative Fee</i>	13	0.00	0.00
CR39	<i>COLA Adjustment</i>	1,440	0.00	0.00
CR41	<i>Non Represented COLA Contra</i>	(7,056)	0.00	0.00
CR42	<i>Non Represented Merit Contra</i>	(8,029)	0.00	0.00
		<b>(14,845)</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Change Items in 2009</b>	<b>(14,845)</b>	<b>0.00</b>	<b>0.00</b>
	<b>2009 Proposed Budget</b>	<b>312,942</b>	<b>2.00</b>	<b>0.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

## ***GENERAL GOVERNMENT PROGRAM PLAN***

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### ***PROGRAM HIGHLIGHTS***

#### **County Executive**

The total 2009 Executive Proposed Budget for the County Executive is \$312,924 and includes funding for 2.0 FTEs.

#### **Technical Adjustments**

**COLA Adjustment – \$1,440.** COLA was increased from 3.53 to 5.50, resulting in a \$1,440 increase from PSQ.

**Non-Represented COLA / Merit Contra – (\$15,085).** In keeping with the County Executive's policy to achieve salary savings to help close the 2009 General Fund deficit, \$15,085 is saved in the County Executive's budget by assuming no merit increase and by holding COLA at 3 percent for non-represented employees.

**Central Rate Adjustments – (\$1,200).** A net decrease in central rates is reflected in the 2009 Proposed Budget.

**2009 Proposed Budget for Office of the Executive  
0010/0120**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	3,888,122	25.00	3.00
<b>GG</b>	<i>Status Quo**</i>	242,741	0.00	0.00
	<b>Status Quo Budget</b>	<b>4,130,863</b>	<b>25.00</b>	<b>3.00</b>
	<b>Contra Add</b>	0		
<b>Increased Efficiencies/Reduced Costs</b>				
<i>AS02</i>	<i>Reduction of National Urban Fellows Program Participation</i>	<i>(60,000)</i>	<i>0.00</i>	<i>0.00</i>
		<b>(60,000)</b>	<b>0.00</b>	<b>0.00</b>
<b>Technical Adjustment</b>				
<i>CR01</i>	<i>Flexible Benefits Charge</i>	<i>(12,636)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR06</i>	<i>Healthy Workplace Fund</i>	<i>(700)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR07</i>	<i>Technology Services Operations and Maintenance Charge</i>	<i>5,008</i>	<i>0.00</i>	<i>0.00</i>
<i>CR08</i>	<i>Technology Services Infrastructure Charge</i>	<i>(9,170)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR10</i>	<i>Office of Information Resource Management Charge</i>	<i>(545)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR11</i>	<i>Telecommunications Services</i>	<i>(1,012)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR12</i>	<i>Telecommunications Overhead</i>	<i>(233)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR13</i>	<i>Motor Pool Usage Charge</i>	<i>139</i>	<i>0.00</i>	<i>0.00</i>
<i>CR14</i>	<i>Facilities Management Space Charge</i>	<i>82,020</i>	<i>0.00</i>	<i>0.00</i>
<i>CR16</i>	<i>Radio Access</i>	<i>428</i>	<i>0.00</i>	<i>0.00</i>
<i>CR17</i>	<i>Radio Maintenance</i>	<i>148</i>	<i>0.00</i>	<i>0.00</i>
<i>CR18</i>	<i>Radio Direct Charges</i>	<i>1,906</i>	<i>0.00</i>	<i>0.00</i>
<i>CR19</i>	<i>Radio Reserve Program</i>	<i>(1,548)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR22</i>	<i>Long Term Leases</i>	<i>(306,708)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR24</i>	<i>Copy Center</i>	<i>(9,290)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR25</i>	<i>Financial Services Charge</i>	<i>1,433</i>	<i>0.00</i>	<i>0.00</i>
<i>CR26</i>	<i>Retirement Rate Adjustment</i>	<i>1,001</i>	<i>0.00</i>	<i>0.00</i>
<i>CR27</i>	<i>Industrial Insurance Rate Adjustment</i>	<i>(870)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR35</i>	<i>Underexpenditure Contra</i>	<i>(3,676)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR36</i>	<i>Property Services Lease Administration Fee</i>	<i>(4,742)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR37</i>	<i>Strategic Initiative Fee</i>	<i>188</i>	<i>0.00</i>	<i>0.00</i>
<i>CR39</i>	<i>COLA Adjustment</i>	<i>58,074</i>	<i>0.00</i>	<i>0.00</i>
<i>CR41</i>	<i>Non Represented COLA Contra</i>	<i>(72,843)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR42</i>	<i>Non Represented Merit Contra</i>	<i>(69,929)</i>	<i>0.00</i>	<i>0.00</i>
		<b>(343,557)</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Change Items in 2009</b>	<b>(403,557)</b>	<b>0.00</b>	<b>0.00</b>
	<b>2009 Proposed Budget</b>	<b>3,727,306</b>	<b>25.00</b>	<b>3.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

**Office of the Executive**

The total 2009 Executive Proposed Budget for the Office of the Executive is \$3,727,306 and includes funding for 25.0 FTEs and 3.0 TLTs.

**Increased Efficiencies/ Reduced Costs**

**Reduction of National Urban Fellows Program Participation – (\$60,000).** For the past three years the Executive's Office has participated in a fellowship program with the National Urban Fellows, Inc. In light of budget constraints, this program will not be renewed in 2009.

**Technical Adjustments**

**COLA Adjustment – \$58,074.** COLA was increased from 3.53 to 5.50, resulting in a \$58,074 increase from PSQ.

**Non-Represented COLA / Merit Contra – (\$142,772).** In keeping with the County Executive's policy to achieve salary savings to help close the 2009 General Fund deficit, \$142,772 is saved in the Office of the Executive by assuming no merit increase and by holding COLA at 3 percent for non-represented employees.

**Central Rate Adjustments – (\$258,859).** A net decrease in central rates is reflected in the 2009 Proposed Budget. Rates in Long-term Leases, Copy Center and Information Technology Systems Infrastructure all decreased significantly while other rates made smaller adjustments.

**2009 Proposed Budget for Office of Management and  
Budget 0010/0140**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	6,776,193	47.00	2.00
<b>GG</b>	<i>Status Quo**</i>	294,627	0.00	0.00
	<b>Status Quo Budget</b>	<b>7,070,820</b>	<b>47.00</b>	<b>2.00</b>
	<b>Contra Add</b>	0		
<b>Enhanced Policy Support</b>				
PC05	<i>Reorganization - Creation of the Office of Strategic Planning and Performance Measurement</i>	(1,788,397)	(12.00)	(1.00)
		<b>(1,788,397)</b>	<b>(12.00)</b>	<b>(1.00)</b>
<b>Increased Efficiencies/Reduced Costs</b>				
AS01	<i>Annexation Reduction</i>	(320,576)	(1.00)	(1.00)
AS02	<i>Contracts Reduction</i>	(137,000)	0.00	0.00
		<b>(457,576)</b>	<b>(1.00)</b>	<b>(1.00)</b>
<b>Technical Adjustment</b>				
CR01	<i>Flexible Benefits Charge</i>	(21,996)	0.00	0.00
CR06	<i>Healthy Workplace Fund</i>	(1,225)	0.00	0.00
CR07	<i>Technology Services Operations and Maintenance Charge</i>	6,438	0.00	0.00
CR08	<i>Technology Services Infrastructure Charge</i>	(4,859)	0.00	0.00
CR09	<i>Geographic Information Systems Charge</i>	(82)	0.00	0.00
CR10	<i>Office of Information Resource Management Charge</i>	(953)	0.00	0.00
CR11	<i>Telecommunications Services</i>	(881)	0.00	0.00
CR12	<i>Telecommunications Overhead</i>	(373)	0.00	0.00
CR13	<i>Motor Pool Usage Charge</i>	571	0.00	0.00
CR14	<i>Facilities Management Space Charge</i>	85,680	0.00	0.00
CR16	<i>Radio Access</i>	16	0.00	0.00
CR19	<i>Radio Reserve Program</i>	(748)	0.00	0.00
CR22	<i>Long Term Leases</i>	(263,316)	0.00	0.00
CR24	<i>Copy Center</i>	(13,115)	0.00	0.00
CR25	<i>Financial Services Charge</i>	(1,861)	0.00	0.00
CR26	<i>Retirement Rate Adjustment</i>	1,624	0.00	0.00
CR27	<i>Industrial Insurance Rate Adjustment</i>	(1,088)	0.00	0.00
CR35	<i>1.5% Underexpenditure</i>	19,084	0.00	0.00
CR36	<i>Property Services Lease Administration Fee</i>	(3,991)	0.00	0.00
CR37	<i>Strategic Initiative Fee</i>	329	0.00	0.00
CR39	<i>COLA Adjustment</i>	12,702	0.00	0.00
CR41	<i>Non Represented COLA Contra</i>	(67,210)	0.00	0.00
CR42	<i>Non Represented Merit Contra</i>	(85,197)	0.00	0.00
		<b>(340,451)</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Change Items in 2009</b>	<b>(2,586,424)</b>	<b>(13.00)</b>	<b>(2.00)</b>
	<b>2009 Proposed Budget</b>	<b>4,484,396</b>	<b>34.00</b>	<b>0.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

**Office of Management and Budget**

The total 2008 Executive Proposed Budget for the Office of Management and Budget is \$4,484,396 and includes funding for 34.00 FTEs.

**Enhanced Policy Support**

**Reorganization – Creation of the Office of Strategic Planning and Performance Management – (\$1,788,397) / (12.00) FTEs and (1.00) TLT.** In order to consolidate and refocus resources toward regional governance transition, performance management and strategic planning and management efforts, 13 positions and associated operational resources are transferred from the Office of Management and Budget to create the Office of Strategic Planning and Performance Measurement.

**Increased Efficiencies/Reduced Costs**

**Annexation Reduction – (\$320,576) / (1.00) FTE and (1.00) TLT.** In accordance with the refocusing of the Annexation Initiative, one Budget Analyst II and one Executive Program Assistant position, \$95,000 in consulting resources and \$10,000 in printing are proposed for reduction.

**Contracts Reduction – (\$137,000).** A reduction in the contracts and consulting resources that have been utilized to support various operational and strategic planning efforts are proposed for reduction.

**Technical Adjustments**

**COLA Adjustment – \$12,702.** COLA was increased from 3.53 to 5.50, resulting in a \$12,702 increase from PSQ.

**Non-Represented COLA / Merit Contra – (\$152,407).** In keeping with the County Executive's policy to achieve salary savings to help close the 2009 General Fund deficit, \$152,407 is saved in the Office of Management and Budget by assuming no merit increase and by holding COLA at 3 percent for non-represented employees.

**Central Rate Adjustments – (\$200,746).** A net decrease in central rates is reflected in the 2009 Proposed Budget. Rates in Long-term Leases, Copy Center and Flexible Benefits all decreased significantly while other rates made smaller adjustments.

**2009 Proposed Budget for Office of Strategic Planning and  
Performance Management 0010/0180**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	2,434,962	15.00	0.00
<b>GG</b>	<i>Status Quo**</i>	(407,334)	0.00	0.00
	<b>Status Quo Budget</b>	<b>2,027,628</b>	<b>15.00</b>	<b>0.00</b>
	<b>Contra Add</b>	445,090		
<b>Change in Administrative Need</b>				
TA01	<i>Reclassify Cultural Resources Specialist From Project Program Manager II to III</i>	25,764	0.00	0.00
		<b>25,764</b>	<b>0.00</b>	<b>0.00</b>
<b>Enhanced Policy Support</b>				
PC05	<i>Reorganization - Creation of the Office of Strategic Planning and Performance Measurement</i>	1,899,666	13.00	1.00
		<b>1,899,666</b>	<b>13.00</b>	<b>1.00</b>
<b>Increased Efficiencies/Reduced Costs</b>				
AS01	<i>Reduction of Two Economic Development Positions and Temporary Help</i>	(250,130)	(2.00)	0.00
AS03	<i>Reduce Printing &amp; Graphic Arts Services</i>	(5,000)	0.00	0.00
AS05	<i>Reduce Consultant Expenses</i>	(37,000)	0.00	0.00
AS07	<i>Reduce Other Contracts &amp; Professional Services</i>	(64,500)	0.00	0.00
AS08	<i>Reduce Subcontracts</i>	(16,725)	0.00	0.00
		<b>(373,355)</b>	<b>(2.00)</b>	<b>0.00</b>
<b>Lifeboat</b>				
AS06A	<i>Reduce Contributions to Economic Development Programs</i>	(33,438)	0.00	0.00
		<b>(33,438)</b>	<b>0.00</b>	<b>0.00</b>
<b>Technical Adjustment</b>				
CR01	<i>Flexible Benefits Charge</i>	(6,084)	0.00	0.00
CR06	<i>Healthy Workplace Fund</i>	(375)	0.00	0.00
CR07	<i>Technology Services Operations and Maintenance Charge</i>	42,721	0.00	0.00
CR08	<i>Technology Services Infrastructure Charge</i>	(1,502)	0.00	0.00
CR10	<i>Office of Information Resource Management Charge</i>	19	0.00	0.00
CR11	<i>Telecommunications Services</i>	(420)	0.00	0.00
CR12	<i>Telecommunications Overhead</i>	(178)	0.00	0.00
CR13	<i>Motor Pool Usage Charge</i>	800	0.00	0.00
CR14	<i>Facilities Management Space Charge</i>	65,109	0.00	0.00
CR22	<i>Long Term Leases</i>	(219,992)	0.00	0.00
CR24	<i>Copy Center</i>	(4,645)	0.00	0.00
CR25	<i>Financial Services Charge</i>	16,144	0.00	0.00
CR26	<i>Retirement Rate Adjustment</i>	428	0.00	0.00
CR27	<i>Industrial Insurance Rate Adjustment</i>	(286)	0.00	0.00
CR35	<i>Underexpenditure Contra</i>	(22,094)	0.00	0.00
CR36	<i>Property Services Lease Administration Fee</i>	(2,540)	0.00	0.00
CR37	<i>Strategic Initiative Fee</i>	101	0.00	0.00
CR39	<i>COLA Adjustment</i>	94,292	0.00	0.00
CR41	<i>Non Represented COLA Contra</i>	(84,782)	0.00	0.00
CR42	<i>Non Represented Merit Contra</i>	(60,715)	0.00	0.00

**GENERAL GOVERNMENT PROGRAM PLAN**

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**2009 Proposed Budget for Office of Strategic Planning and  
Performance Management 0010/0180**

<i>Code Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
	<i>(183,999)</i>	<i>0.00</i>	<i>0.00</i>
<i>Total Change Items in 2009</i>	<i>1,334,638</i>	<i>11.00</i>	<i>1.00</i>
<b>2009 Proposed Budget</b>	<b>3,807,356</b>	<b>26.00</b>	<b>1.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

## GENERAL GOVERNMENT PROGRAM PLAN

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### **Office of Strategic Planning and Performance Management (OSPPM)**

The total 2009 Executive Proposed Budget for the newly created Office of Strategic Planning and Performance Management (OSPPM) is \$3,807,356 and includes funding for 26.0 FTEs and 1.0 TLT. The proposed office consolidates staff from the Office of Business Relations and Economic Development (BRED) and the Performance Management unit and the Management, Analysis, and Planning Section (MAPS) within the Office of Management and Budget.

#### **Change in Administrative Need**

**Reclassify Cultural Resource Specialist From Project Program Manager (PPM) II to III – \$25,764.** This proposal provides funding to reclassify a Cultural Resource Specialist from a PPMII to a PPMIII in the Landmarks Commission in order to provide the appropriate expertise and level of support to the work of the commission..

#### **Enhanced Policy Support**

**Reorganization – Creation of the Office of Strategic Planning and Performance Measurement – \$1,899,666 / 13.00 FTEs and 1.00 TLT.** In order to consolidate and refocus resources toward regional governance transition, performance management and strategic planning and management efforts, 13 positions and associated operational resources are transferred from the Office of Management and Budget to create the Office of Strategic Planning and Performance Measurement. In addition, one Project/Program Manager IV position is transferred to OSPPM from the Transit Director's Office to support performance management.

#### **Increased Efficiencies/ Reduced Costs**

**Reduction of Two Economic Development Positions and Temporary Help – (\$250,130) / (2.00) FTEs.** OSPPM proposes reduction of two positions from the Economic Development section. One position will be vacant due to a retirement, and one position will be transferred to Historic Preservation to staff the Landmarks Commission, amounting to a reduction of \$240,130, and a \$10,000 reduction in temporary help. There are no layoffs related to this proposal.

**Reduce Printing/Graphic Arts - (\$5,000).** This proposal reduces OSPPM's printing and graphic arts services budget by \$5,000.

**Reduce Contracts and Professional Services, Subcontracts and Consulting - (\$118,225).** These reduction proposals reduce the resources available for contracts and consulting by a total of \$118,225.

#### **Lifeboat**

In keeping with the County Executive's lifeboat strategy, \$33,438 for Economic Development Programs (listed below) in OSPPM will be eliminated effective July 1, 2009 if the State Legislature fails to provide King County with options to address the structural imbalance in the General Fund.

**Reduce Contributions to Economic Development Programs – (\$33,438).** This lifeboat proposal reduces contributions in the following amounts:

	<u>2008</u>	<u>2009</u>	<u>Reduction</u>
EnterpriseSeattle	\$90,000	\$75,150	\$14,850
Trade Development Alliance	\$70,835	\$59,147	\$11,688
Worker Center	\$41,816	\$34,916	\$ 6,900

#### **Technical Adjustments**

***GENERAL GOVERNMENT PROGRAM PLAN***

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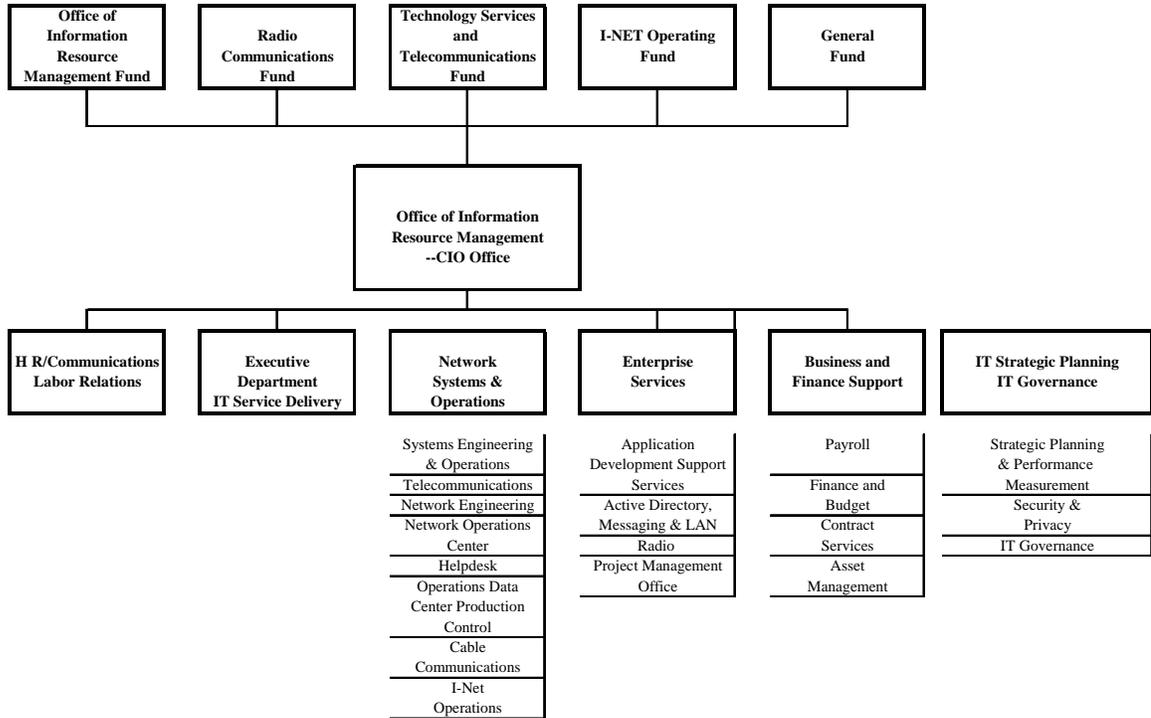
**COLA Adjustment – \$94,292.** COLA was increased from 3.53 to 5.50, resulting in a \$94,292 increase from PSQ.

**Non-Represented COLA / Merit Contra – (\$145,497).** In keeping with the County Executive's policy to achieve salary savings to help close the 2009 General Fund deficit, \$145,497 is saved in the OSPPM by assuming no merit increase and by holding COLA at 3 percent for non-represented employees.

**Central Rate Adjustments – (\$132,794).** A net decrease in central rates is reflected in the 2009 Proposed Budget. Rates in Long-term Leases, Copy Center and Information Technology Systems Infrastructure all decreased significantly while other rates made smaller adjustments.

# **Office of Information Resource Management**

**GENERAL GOVERNMENT PROGRAM PLAN**



**OFFICE OF INFORMATION RESOURCE MANAGEMENT**

<p style="text-align: center;"><b><i>Mission</i></b></p> <p style="text-align: center;"><b>Office of Information Resource Management</b></p> <p>The mission of the Office of Information Resource Management is to provide IT direction and effective IT services that enable outstanding service delivery to our customers and their constituents.</p>
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**ISSUES AND PRIORITIES**

The Office of Information Resource Management (OIRM) leads the development of an information technology (IT) framework using a portfolio management approach and facilitates the adoption of this approach through the county's technology governance process. In addition, OIRM leads efforts to develop Information Technology (IT) standards, policies and, guidelines for countywide use. As part of this program, OIRM provides support and leadership

for pilot programs and initiatives that lead to a standard technology solution that county agencies can use to support their service delivery. OIRM also provides enterprise IT services and solutions, manages enterprise IT projects, and supplements departmental IT solutions and services when needed. OIRM maintains six operating funds with annual budgets of over \$40 million and manages three major IT capital funds.

To fulfill its vision and mission, OIRM has established the following four goals as stated in the business plan:

1. Provide strategic IT direction for delivery of all IT services. Investments in IT service delivery throughout the county must contribute to the one or more of the following results: Increase efficiency, broader public access to services or improved customer service, improve transparency and accountability for decision, and enhanced risk management.
2. Provide and promote a standard and cost effective approach to delivering and operating secure information technology throughout King County.
3. Identify and efficiently provide Enterprise IT services in support of IT partner and customer needs.
4. Provide management direction for decentralized IT services in the executive branch and for contracted agency IT services in all branches of our county government.

OIRM's top priority in 2009 is to continue progress towards IT reorganization for the executive branch. In 2009, the new organizational structures will be implemented throughout the executive branch in addition to multiple technology implementations. Additional areas of focus in 2009 include JJWeb replacement, data center relocation, and radio microwave replacement.

As experienced by other organizations, OIRM is impacted by many changes that will affect its ability to accomplish the stated vision, goals, and objectives. For 2009 and upcoming years, the primary change drivers include:

- Continued implementation of the Executive IT Reorganization
- Data Center Operations and Move
- Strategic Business Planning Efforts
- Overall Economic Downturn and Projected County Budget Shortfall
- Increased emphasis on Performance Measurement

The 2009 OIRM proposed budget includes strategies and proposals to address the identified challenges. OIRM evaluated its operations needs and expenses and reduced and reprioritized the budget accordingly. To address the projected county budget shortfall, OIRM reviewed its equipment replacement strategy and will temporarily limit replacements, thus reducing the 2009 funding needs. In addition, IT reorganization will start to produce cost savings from contract review and program implementation. The proposed budget also includes adjustments to maintain operations in accordance with service level demands and dynamics related to continued maintenance and operation of county data center facilities.

**2009 Proposed Budget for Office of Information Resource  
Management 5471/1550M**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	7,013,016	30.00	2.00
<b>GG</b>	<i>Status Quo**</i>	512,874	0.00	0.00
	<b>Status Quo Budget</b>	<b>7,525,890</b>	<b>30.00</b>	<b>2.00</b>
	<b>Contra Add</b>	0		
<b>Change in Administrative Need</b>				
AS05	Reduce Administrative Support	(47,740)	0.00	(0.50)
		<b>(47,740)</b>	<b>0.00</b>	<b>(0.50)</b>
<b>Increased Efficiencies/Reduced Costs</b>				
AS01	Reduce SP Training	(20,000)	0.00	0.00
AS02	Eliminate SP Repair/Maintenance	(50,800)	0.00	0.00
AS03	Reduce Use of Copiers/Printers	(12,000)	0.00	0.00
AS04	Reduce Training by 25%	(6,000)	0.00	0.00
		<b>(88,800)</b>	<b>0.00</b>	<b>0.00</b>
<b>Technical Adjustment</b>				
TA01	Transfer 1.0 PM to Technology Services	(124,482)	(1.00)	0.00
TA02	Printing/ Graphic Arts	10,000	0.00	0.00
TA50	Revenue Adjustment	0	0.00	0.00
CR01	Flexible Benefits Charge	(14,274)	0.00	0.00
CR05	General Fund Overhead Adjustment	(219,442)	0.00	0.00
CR06	Healthy Workplace Fund	(800)	0.00	0.00
CR07	Technology Services Operations and Maintenance Charge	138,745	0.00	0.00
CR08	Technology Services Infrastructure Charge	(5,671)	0.00	0.00
CR10	Office of Information Resource Management Charge	(1,248)	0.00	0.00
CR11	Telecommunications Services	(59,471)	0.00	0.00
CR12	Telecommunications Overhead	(9,383)	0.00	0.00
CR14	Facilities Management Space Charge	(30,255)	0.00	0.00
CR15	Insurance Charges	21,339	0.00	0.00
CR20	Prosecuting Attorney Civil Division Charge	(2,559)	0.00	0.00
CR21	Debt Service Adjustment	(14,000)	0.00	0.00
CR22	Long Term Leases	18,688	0.00	0.00
CR25	Financial Services Charge	26,643	0.00	0.00
CR26	Retirement Rate Adjustment	1,148	0.00	0.00
CR27	Industrial Insurance Rate Adjustment	(671)	0.00	0.00
CR36	Property Services Lease Administration Fee	9,132	0.00	0.00
CR37	Strategic Initiative Fee	215	0.00	0.00
CR39	COLA Adjustment	58,361	0.00	0.00
CR41	Non Represented COLA Contra	(78,390)	0.00	0.00
CR42	Non Represented Merit Contra	(75,255)	0.00	0.00
CR43	Represented Labor Strategy Contra	(4,896)	0.00	0.00
CR46	Countywide Strategic Technology Projects	(7,118)	0.00	0.00
		<b>(363,644)</b>	<b>(1.00)</b>	<b>0.00</b>
	<b>Total Change Items in 2009</b>	<b>(500,184)</b>	<b>(1.00)</b>	<b>(0.50)</b>
	<b>2009 Proposed Budget</b>	<b>7,025,706</b>	<b>29.00</b>	<b>1.50</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

**Office of Information Resource Management Operating Fund**

The total 2009 Executive Proposed Budget for the Office of Information Resource Management (OIRM) Fund is \$7,025,706 and includes funding for 29.00 FTEs and 1.50 TLTs.

**Change in Administrative Need**

**Reduce Administrative Support – (\$47,740)/(0.50) TLT.** This proposal reduces funding for one half-time term-limited position that currently supports various administrative functions. The workload will be absorbed by existing positions.

**Increased Efficiencies/Reduced Costs**

**Reduce Security and Privacy Training – (\$20,000).** This proposal reduces available training to Information Technology staff related to information security and privacy requiring prioritization and utilization of cost effective training opportunities.

**Eliminate Security and Privacy Repair and Maintenance – (\$50,800).** This proposal reduces funding for repair and maintenance functions to the level required for 2009 operations.

**Reduce Use of Copiers/Printers – (\$12,000).** This proposal to reduces the use of copiers/printers and reduces the number of color copies made. This aligns with department goal to increase efficiency.

**Reduce Training by 25% – (\$6,000).** This proposal is to reduce the amount of training for information technology governance, human resources, payroll, Chief Information Officer office and finance/business employees in OIRM.

**Technical Adjustments**

**Printing/ Graphic Arts – \$10,000.** This technical adjustment is to cover costs of printing and graphic arts services.

**Transfer 1.0 PM to Technology Services – (\$124,482) / (1.00) FTE.** This proposal is a transfer of a Program Manager from OIRM to Technology Services to align with the organizational structure.

**Non-Represented Employee COLA and Merit Reduction – (\$153,645).** In keeping with the County Executive's policy to achieve salary savings to help close the 2009 General Fund deficit, \$153,645 is saved in OIRM by assuming no merit increase and by holding COLA at 3 percent for non-represented employees.

**Represented Labor Strategy Contra – (\$4,896).** To reflect the expected agreement between the County Executive and county labor union representatives on potential savings for 2009, the Executive Proposed Budget assumes \$4,896 in savings for OIRM.

**COLA Adjustment – \$58,361.** COLA was increased from 3.53 to 5.50 percent, resulting in a \$58,361 increase from PSQ.

**Central Rate Adjustments – (\$148,982).** A net decrease in central rates is reflected in the proposed budget. Significant decreases are in General Fund overhead and Telecommunications charges.

## GENERAL GOVERNMENT PROGRAM PLAN

### Office of Information Resource Management Operations / 5471

	2007 Actual 1	2008 Adopted	2008 Estimated 2	2009 Proposed	2010 Projected 3	2011 Projected 3
<b>Beginning Fund Balance</b>	1,389,691	1,108,099	1,663,715	1,651,855	1,655,841	1,739,306
<b>Revenues</b>						
* Internal Services Rates Revenues	1,821,212	4,008,596	4,008,596	4,117,950	4,323,848	4,540,040
* Revenues from other OIRM funds		2,506,067	2,506,067	2,706,357	2,787,547	2,871,174
* Miscellaneous Revenues	87,477	20,000	100,000	100,000	100,000	100,000
<b>Total Revenues</b>	1,908,689	6,534,663	6,614,663	6,924,307	7,211,395	7,511,214
<b>Expenditures</b>						
* Operating Expenditures - 2009 PSQ	(1,634,665)	(7,013,016)	(7,013,016)	(7,025,706)	(7,236,477)	(7,453,571)
* Budget Carryover			(10,314)			
<b>Total Expenditures</b>	(1,634,665)	(7,013,016)	(7,023,330)	(7,025,706)	(7,236,477)	(7,453,571)
<b>Estimated Underexpenditures</b> <sup>6</sup>		105,195	105,350	105,386	108,547	111,804
<b>Other Fund Transactions</b>						
* Equity Transfers		300,000	300,000			
* Impaired Investment <sup>7</sup>			(8,543)			
<b>Total Other Fund Transactions</b>		300,000	291,457	0	0	0
<b>Ending Fund Balance</b> <sup>6</sup>	1,663,715	1,034,941	1,651,855	1,655,841	1,739,306	1,908,752
<b>Reserves &amp; Designations</b>						
* Reserve for Encumbrance	(10,314)					
* Compensated Absences <sup>5</sup>	(311,749)	(327,337)	(327,337)	(343,703)	(360,889)	(378,933)
Rate Stabilization			(446,602)	(433,924)	(473,858)	(598,122)
<b>Total Reserves &amp; Designations</b>	(322,063)	(327,337)	(773,939)	(777,628)	(834,746)	(977,055)
<b>Ending Undesignated Fund Balance</b>	1,341,652	707,605	877,916	878,213	904,560	931,696
<b>Target Fund Balance</b> <sup>4</sup>	<b>204,333</b>	<b>876,627</b>	<b>877,916</b>	<b>878,213</b>	<b>904,560</b>	<b>931,696</b>

**Financial Plan Notes:**

<sup>1</sup> 2007 Actuals are from the 2007 CAFR and 14th Month ARMS/IBIS

<sup>2</sup> 2008 Estimated is based on the 1st quarter financial report

<sup>3</sup> 2010 and 2011 Projected are based on 5% rate increase for internal service charges and 3% for charges from other funds. Expenditure assumed to increase by 3% annually

<sup>4</sup> Target fund balance is based on 1.5 month of operating expenditures

<sup>5</sup> Compensated absences was based on 2007 CAFR with 5% growth in the outyears

<sup>6</sup> Estimated underexpenditure is 1.5% of operating expenditures

<sup>7</sup> At year end 2007 the county investment pool held investments that became impaired. This adjustment reflects an unrealized loss for these impaired investments

**2009 Proposed Budget for OIRM--Technology Services  
5531/0432**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	<i>29,382,321</i>	<i>129.00</i>	<i>4.00</i>
<b>GG</b>	<i>Status Quo**</i>	<i>1,199,191</i>	<i>0.00</i>	<i>0.00</i>
	<b>Status Quo Budget</b>	<b>30,581,512</b>	<b>129.00</b>	<b>4.00</b>
	<b>Contra Add</b>	<b>0</b>		
<b>Cost Savings from Technology Projects</b>				
<i>CS01</i>	<i>IT Reorganization Benefit Realization</i>	<i>(171,593)</i>	<i>0.00</i>	<i>(1.00)</i>
		<b>(171,593)</b>	<b>0.00</b>	<b>(1.00)</b>
<b>Increased Efficiencies/Reduced Costs</b>				
<i>AS01</i>	<i>Remove Lightweight Wireless Access Points from Maintenance</i>	<i>(20,000)</i>	<i>0.00</i>	<i>0.00</i>
<i>AS02</i>	<i>Drop Ultra Domain Name Service /Neustar Contract For External Domain Name Service</i>	<i>(22,500)</i>	<i>0.00</i>	<i>0.00</i>
<i>AS03</i>	<i>Migration off Net ID</i>	<i>(50,000)</i>	<i>0.00</i>	<i>0.00</i>
<i>AS05</i>	<i>Eliminate 1.0 FTE ADSS Group Manager</i>	<i>(140,771)</i>	<i>(1.00)</i>	<i>0.00</i>
<i>AS09</i>	<i>Reduction in Mainframe Maintenance</i>	<i>(90,000)</i>	<i>0.00</i>	<i>0.00</i>
<i>AS10</i>	<i>Impact of Replacing IBM Machine 3745/3746</i>	<i>(35,000)</i>	<i>0.00</i>	<i>0.00</i>
<i>AS11</i>	<i>Eliminate 2.0 FTE Computer Operators</i>	<i>(147,035)</i>	<i>(2.00)</i>	<i>0.00</i>
<i>AS12</i>	<i>Cost Reduction in Business Continuity</i>	<i>(253,093)</i>	<i>0.00</i>	<i>0.00</i>
<i>AS13</i>	<i>Reduce Training by 25%</i>	<i>(65,720)</i>	<i>0.00</i>	<i>0.00</i>
<i>AS14</i>	<i>Cost Savings in Maintenance and Support</i>	<i>(260,000)</i>	<i>0.00</i>	<i>0.00</i>
		<b>(1,084,119)</b>	<b>(3.00)</b>	<b>0.00</b>
<b>Maintenance of Investment in Technology</b>				
<i>PC01</i>	<i>Reduce Contribution to Equipment Replacement</i>	<i>(1,248,625)</i>	<i>0.00</i>	<i>0.00</i>
<i>RB01</i>	<i>Web Content Management Systems Operations and Maintenance</i>	<i>123,029</i>	<i>0.00</i>	<i>0.00</i>
<i>RB07</i>	<i>IT Maintenance Cost Increase</i>	<i>129,838</i>	<i>0.00</i>	<i>0.00</i>
		<b>(995,758)</b>	<b>0.00</b>	<b>0.00</b>
<b>Technical Adjustment</b>				
<i>TA01</i>	<i>Increase in Seattle Municipal Tower Center Data Center Rent Cost</i>	<i>79,000</i>	<i>0.00</i>	<i>0.00</i>
<i>TA02</i>	<i>Increase in OH Allocations (Building)</i>	<i>127,556</i>	<i>0.00</i>	<i>0.00</i>
<i>TA03</i>	<i>Transfer Position from OIRM Operations</i>	<i>15,181</i>	<i>1.00</i>	<i>0.00</i>
<i>TA05</i>	<i>Printing/ Graphic Arts</i>	<i>5,000</i>	<i>0.00</i>	<i>0.00</i>
<i>TA50</i>	<i>Revenue Adjustment</i>	<i>0</i>	<i>0.00</i>	<i>0.00</i>
<i>CR01</i>	<i>Flexible Benefits Charge</i>	<i>(60,840)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR05</i>	<i>General Fund Overhead Adjustment</i>	<i>191,929</i>	<i>0.00</i>	<i>0.00</i>
<i>CR06</i>	<i>Healthy Workplace Fund</i>	<i>(3,325)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR07</i>	<i>Technology Services Operations and Maintenance Charge</i>	<i>187,395</i>	<i>0.00</i>	<i>0.00</i>
<i>CR08</i>	<i>Technology Services Infrastructure Charge</i>	<i>(23,920)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR09</i>	<i>Geographic Information Systems Charge</i>	<i>184</i>	<i>0.00</i>	<i>0.00</i>
<i>CR10</i>	<i>Office of Information Resource Management Charge</i>	<i>(2,587)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR12</i>	<i>Telecommunications Overhead</i>	<i>140</i>	<i>0.00</i>	<i>0.00</i>
<i>CR13</i>	<i>Motor Pool Usage Charge</i>	<i>(9,574)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR16</i>	<i>Radio Access</i>	<i>428</i>	<i>0.00</i>	<i>0.00</i>
<i>CR17</i>	<i>Radio Maintenance</i>	<i>148</i>	<i>0.00</i>	<i>0.00</i>
<i>CR18</i>	<i>Radio Direct Charges</i>	<i>(8,793)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR19</i>	<i>Radio Reserve Program</i>	<i>(2,239)</i>	<i>0.00</i>	<i>0.00</i>

**2009 Proposed Budget for OIRM--Technology Services  
5531/0432**

<b>Code</b>	<b>Item Description</b>	<b>Expenditures</b>	<b>FTEs *</b>	<b>TLTs</b>
CR20	Prosecuting Attorney Civil Division Charge	1,575	0.00	0.00
CR21	Debt Service Adjustment	1,469	0.00	0.00
CR22	Long Term Leases	927,841	0.00	0.00
CR24	Copy Center	(39,619)	0.00	0.00
CR25	Financial Services Charge	15,321	0.00	0.00
CR26	Retirement Rate Adjustment	4,405	0.00	0.00
CR27	Industrial Insurance Rate Adjustment	(2,857)	0.00	0.00
CR29	Wastewater Vehicles	(58)	0.00	0.00
CR36	Property Services Lease Administration Fee	7,522	0.00	0.00
CR37	Strategic Initiative Fee	893	0.00	0.00
CR39	COLA Adjustment	238,442	0.00	0.00
CR41	Non Represented COLA Contra	(60,009)	0.00	0.00
CR42	Non Represented Merit Contra	(57,608)	0.00	0.00
CR43	Represented Labor Strategy Contra	(256,407)	0.00	0.00
CR46	Countywide Strategic Technology Projects	(29,586)	0.00	0.00
		<b>1,247,007</b>	<b>1.00</b>	<b>0.00</b>
	<b>Total Change Items in 2009</b>	<b>(1,004,463)</b>	<b>(2.00)</b>	<b>(1.00)</b>
	<b>2009 Proposed Budget</b>	<b>29,577,049</b>	<b>127.00</b>	<b>3.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

**OIRM – Technology Services**

The total 2009 Executive Proposed Budget for Technology Services is \$29,577,049 and includes funding for 127.00 FTEs and 3.00 TLTs.

**Cost Savings from Technology Projects**

**IT Reorganization Benefit Realization – (\$171,593)/ (1.00) TLT.** This proposal anticipates a lower lease arrangement for technology services' high-volume printing subsystem as a result of an operation and contract review. This proposal also includes the reduction of one desktop support position as the need for this position will diminish over time with the introduction of Thin Client. Efforts to attain savings from the IT reorganization technology initiatives continue and it will be reflected in the budget upon the realization of the savings.

**Increased Efficiencies/Reduced Costs**

**Remove Lightweight Wireless Access Points from Maintenance – (\$20,000).** This proposal to reduce maintenance costs is possible by maintaining spare Wireless Access Points in the event of a failure.

**Drop Ultra Domain Name Service / Neustar Contract for External Domain Name Service – (\$22,500).** The Neustar contract for external domain name service is discontinued as the service is provided through another vendor and is redundant.

**Migration off Net ID – (\$50,000).** This proposal reduces the maintenance and support costs for hardware and software as technology services has transitioned internal Domain Name Service to a Microsoft platform that is a function of the operating system. This does not need additional maintenance and license fees.

**Eliminate 1.0 FTE ADSS Group Manager – (\$140,771)/ (1.00) FTE.** This proposal reduces the number of Application Development and System Support (ADSS) Group Managers by eliminating a vacant Group Manager position. This reduction in group managers will not impact staff performance as a group size of 10.5 staff per manager is within the capacity of a group manager to effectively address the needs of each employee.

**Reduction in Mainframe Maintenance – (\$90,000).** Improved management of mainframe software allows for this adjustment to the annual mainframe software expense.

**Impact of Replacing IBM Machine 3745/3746 – (\$35,000).** This proposal replaces an IBM Machine 3475/3746 with an appliance device and will reduce ongoing costs and software costs.

**Eliminate 2.0 FTE Computer Operators– (\$147,035) / (2.00) FTEs.** This proposal reduces the number of Computer Operators through attrition as modernization of operations is changing the nature of the work.

**Cost Reduction in Business Continuity – (\$253,093).** The Interoperable Communications Solution will not be implemented at this time which reduces operating costs. In addition the completion of contracts and better estimates of labor costs allow for reduction in the budgeted costs of IT applications.

## **GENERAL GOVERNMENT PROGRAM PLAN**

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**Reduce Training by 25% – (\$65,720).** This proposal will reduce the available training hours for technology services employees as a cost reduction measure requiring prioritization and utilization of cost effective training opportunities.

**Cost Savings in Maintenance and Support – (\$260,000).** This proposal reflects the review and scaling of maintenance and support agreements for several functions to fit current business needs. Additionally servers required to support the Law Safety Justice Integrated Solution Center are realigned achieving cost savings.

### **Maintenance of Investment in Technology**

**Reduce Contribution to Equipment Replacement – (\$1,248,625).** This proposal represents efforts to defer various enterprise equipment replacements in accordance with department guidelines. There is adequate funding maintained for contingency needs should equipment unexpectedly fail in 2009.

**Web Content Management Systems Operations and Maintenance – \$123,029.** This proposal is to support the new Web Content Management Operations and Maintenance application as capital project of this application will be completed in 2008. This funding provides ongoing support of the enterprise application that is available to all agencies by the end of 2008.

**IT Maintenance Cost Increase – \$129,838.** This proposal is to cover general IT maintenance cost increases. This includes cost for the redundant front door at Sabey which provides assurance for access to the internet, maintenance cost for Test Lab equipment, and Verdiem Power Management licenses which allow for desktops to operate with minimum power allowing for power savings. This request also includes anticipated rate increase on circuit costs.

### **Technical Adjustment**

**Increase in Seattle Municipal Tower Center Rent Cost– \$79,000.** This proposal is to align the data center cost in the Seattle Municipal Tower with the actual payment and lease agreement.

**Increase in OH Allocations – \$127,556.** This proposal covers costs for internal OIRM overhead allocation to cover the Chinook building cost increase.

**Transfer Position from OIRM Operations – \$15,181/ 1.00 FTE.** This proposal transfers an IT Manager from OIRM Operations to Technology Services.

**Printing/ Graphic Arts – \$5,000.** This technical adjustment covers costs of printing and graphic arts services.

**COLA Adjustment – \$238,442.** COLA was increased from 3.53 to 5.50 percent, resulting in a \$238,442 increase from PSQ.

**Central Rate Adjustments – \$1,185,852.** A net increase in central rates is reflected in the proposed budget. Significant increases are in long-term leases, GF overhead and Technology Services.

### **Non-Represented Employee COLA and Merit Reduction – (\$117,617).**

In keeping with the County Executive's policy to achieve salary savings to help close the 2009 General Fund deficit, \$117,617 is saved in Technology Services by assuming no merit increase and by holding COLA at 3 percent for non-represented employees.

**Represented Labor Strategy Contra – (\$256,407).** To reflect the expected agreement between the

**GENERAL GOVERNMENT PROGRAM PLAN**

County Executive and county labor union representatives on potential savings for 2009, the Executive Proposed Budget assumes \$256,407 in savings for Technology Services.

**Technology Services/ 5531**

	2007 Actual	2008 Adopted	2008 Estimated	2009 Proposed	2010 Projected <sup>2</sup>	2011 Projected <sup>2</sup>
<b>Beginning Fund Balance</b>	<b>4,638,089</b>	<b>2,731,946</b>	<b>3,537,238</b>	<b>3,858,453</b>	<b>3,233,555</b>	<b>3,331,184</b>
<b>Revenues</b>						
* Central Rate Charges to Other Funds	23,148,204	22,246,124	22,244,624	23,419,580	24,590,559	25,820,087
* Business Continuity	500,096	601,977	601,977	398,823	670,530	704,057
* Bond Proceeds			1,321,136			
* New Development/Projects	900,489	1,244,144	1,138,341	1,867,120	1,960,476	2,058,500
* Rates for Equipment Replacement	1,556,034	1,678,133	1,678,133	525,041	551,293	1,778,821
* CX transfer (Enterprise Licensing)	900,083	900,083	900,083	897,517	900,083	900,083
* Msc. Revenue (incl. Ext. Customers & ITS OH Chrgs)	1,482,584	1,624,989	1,904,502	1,400,414	1,442,427	1,485,700
<b>Total Revenues</b>	<b>28,487,490</b>	<b>28,295,450</b>	<b>29,788,796</b>	<b>28,508,495</b>	<b>30,115,368</b>	<b>32,747,247</b>
<b>Expenditures</b>						
* Operating Expenditures - 2009 PSQ	(28,032,307)	(27,704,188)	(27,704,188)	(29,052,008)	(29,923,568)	(30,821,275)
* 2007 Budget Carryover			(225,995)			
* Transfer to ITS Capital Fund - EW Eq. Replacement	(1,556,034)	(1,678,133)	(1,678,133)	(525,041)	(551,293)	(1,778,821)
<b>Total Expenditures</b>	<b>(29,588,341)</b>	<b>(29,382,321)</b>	<b>(29,608,316)</b>	<b>(29,577,049)</b>	<b>(30,474,861)</b>	<b>(32,600,096)</b>
<b>Estimated Underexpenditures <sup>4</sup></b>		440,735	440,735	443,656	457,123	489,001
<b>Other Fund Transactions</b>						
Estimated transfers to OIRM funds		(300,000)	(300,000)			
<b>Total Other Fund Transactions</b>		(300,000)	(300,000)			
<b>Ending Fund Balance</b>	<b>3,537,238</b>	<b>1,785,810</b>	<b>3,858,453</b>	<b>3,233,555</b>	<b>3,331,184</b>	<b>3,967,336</b>
<b>Reserves &amp; Designations</b>						
* Planning and Moving Data Center	(147,706)		(587,000)			
* COLA Reserves						
* Business Continuity	(499,093)		(798,132)	(555,182)	(555,182)	(555,182)
* Compensated Absences	(2,247,000)	(904,340)	(2,359,350)	(1,791,061)	(1,861,756)	(2,434,151)
* Rate Stabilization Reserve						
<b>Total Reserves &amp; Designations</b>	<b>(2,893,799)</b>	<b>(904,340)</b>	<b>(3,744,482)</b>	<b>(2,346,243)</b>	<b>(2,416,938)</b>	<b>(2,989,333)</b>
<b>Ending Undesignated Fund Balance</b>	<b>643,439</b>	<b>881,470</b>	<b>113,971</b>	<b>887,311</b>	<b>914,246</b>	<b>978,003</b>
<b>Target Fund Balance <sup>3</sup></b>	<b>840,969</b>	<b>881,470</b>	<b>888,249</b>	<b>887,311</b>	<b>914,246</b>	<b>978,003</b>

**Financial Plan Notes:**

<sup>1</sup> Actuals are taken from 2007 CAFR and 14th month ARMS/IBIS

<sup>2</sup> 2010 and 2011 projected are based on 5% growth in revenue internal service rates revenue, 3% from other funds, and 3% growth in expenditure. Business continuity and ER revenue will return at 2008 level in 2010 and 2011 respectively

<sup>3</sup> Target fund balance is based on 3% of total expenditures

<sup>4</sup> Underexpenditure was assumed at 1.5% of total expenditures

**2009 Proposed Budget for OIRM--Telecommunications  
5532/0433**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	2,433,768	8.00	0.00
<b>GG</b>	<i>Status Quo**</i>	(36,597)	0.00	0.00
	<b>Status Quo Budget</b>	<b>2,397,171</b>	<b>8.00</b>	<b>0.00</b>
	<b>Contra Add</b>	0		
<b>Increase in Cost of Services</b>				
<i>RB01</i>	<i>Cabling Contract Cost Adjustments</i>	7,745	0.00	0.00
		<b>7,745</b>	<b>0.00</b>	<b>0.00</b>
<b>Increased Efficiencies/Reduced Costs</b>				
<i>AS01</i>	<i>Reduce Training by 25%</i>	(9,700)	0.00	0.00
		<b>(9,700)</b>	<b>0.00</b>	<b>0.00</b>
<b>Maintenance of Investment in Technology</b>				
<i>RB03</i>	<i>Contribution to CallXpress IVR Server Replacement</i>	33,932	0.00	0.00
		<b>33,932</b>	<b>0.00</b>	<b>0.00</b>
<b>Technical Adjustment</b>				
<i>TA01</i>	<i>Adjustments to Phone Lines Direct Charge</i>	(86,871)	0.00	0.00
<i>TA02</i>	<i>Adjustment for Overhead</i>	(17,035)	0.00	0.00
<i>TA03</i>	<i>Printing/ Graphic Arts</i>	2,000	0.00	0.00
<i>TA50</i>	<i>Revenue Adjustment</i>	0	0.00	0.00
<i>CR01</i>	<i>Flexible Benefits Charge</i>	(3,744)	0.00	0.00
<i>CR05</i>	<i>General Fund Overhead Adjustment</i>	(1,719)	0.00	0.00
<i>CR06</i>	<i>Healthy Workplace Fund</i>	(200)	0.00	0.00
<i>CR07</i>	<i>Technology Services Operations and Maintenance Charge</i>	(18,736)	0.00	0.00
<i>CR08</i>	<i>Technology Services Infrastructure Charge</i>	(931)	0.00	0.00
<i>CR10</i>	<i>Office of Information Resource Management Charge</i>	(155)	0.00	0.00
<i>CR11</i>	<i>Telecommunications Services</i>	18,104	0.00	0.00
<i>CR12</i>	<i>Telecommunications Overhead</i>	9,437	0.00	0.00
<i>CR20</i>	<i>Prosecuting Attorney Civil Division Charge</i>	148	0.00	0.00
<i>CR25</i>	<i>Financial Services Charge</i>	(11,392)	0.00	0.00
<i>CR26</i>	<i>Retirement Rate Adjustment</i>	268	0.00	0.00
<i>CR27</i>	<i>Industrial Insurance Rate Adjustment</i>	(176)	0.00	0.00
<i>CR37</i>	<i>Strategic Initiative Fee</i>	54	0.00	0.00
<i>CR39</i>	<i>COLA Adjustment</i>	14,986	0.00	0.00
<i>CR41</i>	<i>Non Represented COLA Contra</i>	(4,309)	0.00	0.00
<i>CR42</i>	<i>Non Represented Merit Contra</i>	(4,137)	0.00	0.00
<i>CR43</i>	<i>Represented Labor Strategy Contra</i>	(15,023)	0.00	0.00
<i>CR46</i>	<i>Countywide Strategic Technology Projects</i>	(1,780)	0.00	0.00
		<b>(121,211)</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Change Items in 2009</b>	<b>(89,234)</b>	<b>0.00</b>	<b>0.00</b>
	<b>2009 Proposed Budget</b>	<b>2,307,937</b>	<b>8.00</b>	<b>0.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

**OIRM – Telecommunications**

The total 2009 Executive Proposed Budget for Telecommunications is \$2,307,937 and includes funding for 8.00 FTEs.

**Increase in Cost of Service**

**Cabling Contract Cost Adjustments – \$7,745.** This proposal adjusts for the cabling vendor's rate increases for 2009.

**Increased Efficiencies/Reduced Costs**

**Reduce Training by 25% – (\$9,700).** This proposal reduces the available training hours for Telecommunications employees requiring prioritization and utilization of cost effective training opportunities.

**Maintenance of Investment in Technology**

**Contribution to CallXpress Interactive Voice Response (IVR) Server Replacement – \$33,932.** This proposal funds a transfer to Telecommunications equipment replacement capital project to fund the cost of replacing CallXpress Interactive Voice Response servers. The telephone menu system was purchased in 2004 and the warranty cannot be extended beyond 5 years.

**Technical Adjustments**

**Adjustments to Phone Lines Direct Charge – (\$86,871).** This adjustment reduces the budget for direct phone charges, such as circuit costs for client agency phone lines.

**Adjustment for Overhead – (\$17,035).** This technical adjustment reduces appropriation based on 2009 OIRM internal overhead allocations.

**Printing/ Graphic Arts – \$2,000.** This technical adjustment covers costs of printing and graphic arts services.

**COLA Adjustment – \$14,986.** COLA was increased from 3.53 to 5.50 percent, resulting in a \$14,986 increase from PSQ.

**Central Rate Adjustments – (\$10,822).** A net decrease in central rates is reflected in the proposed budget. Technology Services and Finance charges declined, while Telecommunications charges increased.

**Non-Represented Employee COLA and Merit Reduction – (\$8,446).** In keeping with the County Executive's policy to achieve salary savings to help close the 2009 General Fund deficit, \$8,446 is saved in Telecommunications by assuming no merit increase and by holding COLA at 3 percent for non-represented employees.

**Represented Labor Strategy Contra – (\$15,023).**

To reflect the expected agreement between the County Executive and county labor union representatives on potential savings for 2009, the Executive Proposed Budget assumes \$15,023 in savings for Telecommunications.

**GENERAL GOVERNMENT PROGRAM PLAN**

**Telecommunications / 5532**

	<b>2007 Actual <sup>1</sup></b>	<b>2008 Adopted</b>	<b>2008 Estimated <sup>2</sup></b>	<b>2009 Proposed</b>	<b>2010 Projected <sup>3</sup></b>	<b>2011 Projected <sup>3</sup></b>
<b>Beginning Fund Balance</b>	608,894	1,188,387	1,302,365	1,341,765	1,553,852	1,841,444
<b>Revenues</b>						
* Services to County Agencies	2,006,115	2,129,624	2,129,624	2,175,398	2,284,168	2,398,376
* Miscellaneous Revenues	26,735	25,000	25,000	25,000	25,000	25,000
* Surcharge for Equip. Replacement	248,541	286,524	286,524	285,516	285,516	285,516
* Surcharge for Equip. Replacement - Voicemail	286,009					
* Surcharge for Equip. Replacement - One Time	368,900					
<b>Total Revenues</b>	2,936,300	2,441,148	2,441,148	2,485,914	2,594,684	2,708,892
<b>Expenditures</b>						
* Operating Expenditures	(1,956,820)	(2,306,491)	(2,306,491)	(2,274,005)	(2,342,225)	(2,412,492)
* 2007 Budget Carryover			(2,578)			
* Voicemail Transfer (per business case and Omnibus)	(286,009)					
* Transfer to ITS Capital Fund - Eq Replc.		(127,277)	(127,277)	(33,932)		
<b>Total Expenditures</b>	(2,242,829)	(2,433,768)	(2,436,346)	(2,307,937)	(2,342,225)	(2,412,492)
<b>Estimated Underexpenditures <sup>5</sup></b>		34,597	34,597	34,110	35,133	36,187
<b>Other Fund Transactions</b>						
*						
*						
<b>Total Other Fund Transactions</b>	0	0	0	0	0	0
<b>Ending Fund Balance</b>	1,302,365	1,230,364	1,341,765	1,553,852	1,841,444	2,174,032
<b>Reserves &amp; Designations</b>						
* Equipment Replacement Reserve	(677,277)	(836,524)	(836,524)	(1,088,108)	(1,373,624)	(1,659,140)
* Compensated Absences	(120,910)	(126,955)	(126,955)	(133,303)	(139,968)	(146,966)
* Reserve for Encumbrance	(2,578)					
<b>Total Reserves &amp; Designations</b>	(800,765)	(963,479)	(963,479)	(1,221,411)	(1,513,592)	(1,806,106)
<b>Ending Undesignated Fund Balance</b>	501,601	266,885	378,285	332,441	327,852	367,926
<b>Target Fund Balance <sup>4</sup></b>	<b>244,603</b>	<b>288,311</b>	<b>288,311</b>	<b>284,251</b>	<b>292,778</b>	<b>301,561</b>

**Financial Plan Notes:**

<sup>1</sup> 2007 Actuals are from the 2007 CAFR

<sup>2</sup> 2008 Estimated is based on 1st Quarter Financial Report

<sup>3</sup> 2010 and 2011 Projected are based on 5% revenue and 3% expenditure annual increases

<sup>4</sup> Target fund balance is based on 1.5 month of operating expenditures

<sup>5</sup> Estimated underexpenditures is 1.5% of operating expenditures

**2009 Proposed Budget for Cable Communications  
0010/0437**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	212,910	1.00	0.00
<b>GG</b>	<i>Status Quo**</i>	(6,456)	0.00	0.00
	<b>Status Quo Budget</b>	<b>206,454</b>	<b>1.00</b>	<b>0.00</b>
	<b>Contra Add</b>	0		
<b>Increase in Cost of Services</b>				
<i>RB01</i>	<i>Cable TV Refranchising Costs</i>	127,000	0.00	0.00
<i>RB02</i>	<i>Cost Related to Platform Change for On-Air Broadcasting</i>	27,179	0.00	0.00
		<b>154,179</b>	<b>0.00</b>	<b>0.00</b>
<b>Technical Adjustment</b>				
<i>TA01</i>	<i>Overhead Adjustment</i>	13,229	0.00	0.00
<i>TA02</i>	<i>Printing/ Graphic Arts</i>	5,000	0.00	0.00
<i>TA50</i>	<i>Revenue Adjustment</i>	0	0.00	0.00
<i>CR01</i>	<i>Flexible Benefits Charge</i>	(468)	0.00	0.00
<i>CR06</i>	<i>Healthy Workplace Fund</i>	(25)	0.00	0.00
<i>CR07</i>	<i>Technology Services Operations and Maintenance Charge</i>	5	0.00	0.00
<i>CR08</i>	<i>Technology Services Infrastructure Charge</i>	(280)	0.00	0.00
<i>CR10</i>	<i>Office of Information Resource Management Charge</i>	(20)	0.00	0.00
<i>CR11</i>	<i>Telecommunications Services</i>	(82)	0.00	0.00
<i>CR12</i>	<i>Telecommunications Overhead</i>	(29)	0.00	0.00
<i>CR19</i>	<i>Radio Reserve Program</i>	(13,229)	0.00	0.00
<i>CR25</i>	<i>Financial Services Charge</i>	882	0.00	0.00
<i>CR26</i>	<i>Retirement Rate Adjustment</i>	29	0.00	0.00
<i>CR27</i>	<i>Industrial Insurance Rate Adjustment</i>	(22)	0.00	0.00
<i>cr35</i>	<i>Underexpenditure Contra</i>	(3,475)	0.00	0.00
<i>CR37</i>	<i>Strategic Initiative Fee</i>	7	0.00	0.00
<i>CR39</i>	<i>COLA Adjustment</i>	1,699	0.00	0.00
<i>CR41</i>	<i>Non Represented COLA Contra</i>	(2,156)	0.00	0.00
<i>CR42</i>	<i>Non Represented Merit Contra</i>	(2,070)	0.00	0.00
		<b>(1,005)</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Change Items in 2009</b>	<b>153,174</b>	<b>0.00</b>	<b>0.00</b>
	<b>2009 Proposed Budget</b>	<b>359,628</b>	<b>1.00</b>	<b>0.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

**OIRM – Cable Communications**

The total 2009 Executive Proposed Budget for Cable Communications is \$359,628 and includes funding for 1.00 FTE.

**Increased Cost of Services**

**Cable TV Refranchising Costs – \$127,000.** This proposal covers consultant and temporary staffing needed to complete Cable TV refranchising for Millennium Digital Media in 2009 and Comcast Cable in 2010.

**Cost Related to Platform Change for On-air Broadcasting – \$27,179.** This proposal covers costs related to the staffing needed when on-air television broadcasts move to a digital platform. There is an anticipated increase in call volumes during this transition period.

**Technical Adjustments**

**Overhead Adjustment – \$13,229.** This adjustment reflects the increases in general support, such as building space and office supplies budgeted in other OIRM funds.

**Printing/ Graphic Arts – \$5,000.** This technical adjustment covers costs of printing and graphic arts services.

**Non-Represented Employee COLA and Merit Reduction – (\$4,226).** In keeping with the County Executive's policy to achieve salary savings to help close the 2009 General Fund deficit, \$4,226 is saved in Cable Communications by assuming no merit increase and by holding COLA at 3 percent for non-represented employees.

**COLA Adjustment – \$1,699.** COLA was increased from 3.53 to 5.50 percent, resulting in a \$1,699 increase from PSQ.

**Central Rate Adjustments – (\$16,707).** A net decrease in central rates is reflected in the proposed budget. The most significant adjustment is a decrease in the Radio Reserve charge.

**GENERAL GOVERNMENT PROGRAM PLAN**

**2009 Proposed Budget for I-Net Operations 4531/0490**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	2,887,194	10.00	0.00
<b>GG</b>	<i>Status Quo**</i>	532,165	0.00	0.00
	<b>Status Quo Budget</b>	<b>3,419,359</b>	<b>10.00</b>	<b>0.00</b>
	<b>Contra Add</b>	0		
<b>Increased Efficiencies/Reduced Costs</b>				
AS01	Drop Ultra Domain Name Service (DNS) /Neustar Contract For External DNS	(7,500)	0.00	0.00
AS02	Decrease Maintenance Level for I-NET Equipment	(400,000)	0.00	0.00
		<b>(407,500)</b>	<b>0.00</b>	<b>0.00</b>
<b>Maintenance of Investment in Technology</b>				
RB01	INET Redundant Front Door Maintenance	36,600	0.00	0.00
		<b>36,600</b>	<b>0.00</b>	<b>0.00</b>
<b>Technical Adjustment</b>				
TA01	Overhead Adjustment	4,419	0.00	0.00
TA02	Printing/ Graphic Arts	5,000	0.00	0.00
TA50	Revenue Adjustment	0	0.00	0.00
CR01	Flexible Benefits Charge	(4,680)	0.00	0.00
CR05	General Fund Overhead Adjustment	(2,932)	0.00	0.00
CR06	Healthy Workplace Fund	(250)	0.00	0.00
CR07	Technology Services Operations and Maintenance Charge	(56,500)	0.00	0.00
CR08	Technology Services Infrastructure Charge	(1,523)	0.00	0.00
CR09	Geographic Information Systems Charge	80	0.00	0.00
CR10	Office of Information Resource Management Charge	(195)	0.00	0.00
CR11	Telecommunications Services	26,740	0.00	0.00
CR12	Telecommunications Overhead	(659)	0.00	0.00
CR13	Motor Pool Usage Charge	(4,152)	0.00	0.00
CR20	Prosecuting Attorney Civil Division Charge	168	0.00	0.00
CR21	Debt Service Adjustment	2,723	0.00	0.00
CR25	Financial Services Charge	(45,424)	0.00	0.00
CR26	Retirement Rate Adjustment	338	0.00	0.00
CR27	Industrial Insurance Rate Adjustment	(220)	0.00	0.00
CR37	Strategic Initiative Fee	67	0.00	0.00
CR39	COLA Adjustment	18,941	0.00	0.00
CR41	Non Represented COLA Contra	(4,519)	0.00	0.00
CR42	Non Represented Merit Contra	(4,338)	0.00	0.00
CR43	Represented Labor Strategy Contra	(19,994)	0.00	0.00
CR46	Countywide Strategic Technology Projects	(2,224)	0.00	0.00
		<b>(89,134)</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Change Items in 2009</b>	<b>(460,034)</b>	<b>0.00</b>	<b>0.00</b>
	<b>2009 Proposed Budget</b>	<b>2,959,325</b>	<b>10.00</b>	<b>0.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

**OIRM – I-Net Operations**

The total 2009 Executive Proposed Budget for Institutional Network (I-Net) Operations is \$2,959,325, and includes funding for 10.00 FTEs.

**Increased Efficiencies/Reduced Costs**

**Drop Ultra Domain Name Service(DNS)/Neustar Contract for External DNS – (\$7,500).** The Neustar contract for external domain name service is discontinued as the service is provided through another vendor and is redundant.

**Decrease Maintenance Level for I-NET Equipment – (\$400,000).** Maintenance contracts were reviewed for the appropriate level of coverage. Maintenance levels were reduced and contracts were renegotiated to reduce costs.

**Maintenance of Investment in Technology**

**I-NET Redundant Front Door Maintenance – \$36,000.** This proposal reflects cost of maintaining a redundant front door for I-NET. Redundancy ensures that I-NET customers have uninterrupted access to the internet and minimizes downtime due to hardware failure.

**Technical Adjustments**

**Overhead Adjustment – \$4,419.** This adjustment reflects internal OIRM allocations based on 2009 cost.

**Printing/ Graphic Arts – \$5,000.** This technical adjustment covers costs of printing and graphic arts services.

**Non-Represented Employee COLA and Merit Reduction – (\$8,857).** In keeping with the County Executive's policy to achieve salary savings to help close the 2009 General Fund deficit, \$8,857 is saved in I-Net Operations by assuming no merit increase and by holding COLA at 3 percent for non-represented employees.

**Represented Labor Strategy Contra – (\$19,994).** To reflect the expected agreement between the County Executive and county labor union representatives on potential savings for 2009, the Executive Proposed Budget assumes \$19,994 in savings for I-Net Operations.

**COLA Adjustment – \$18,941.** COLA was increased from 3.53 to 5.50 percent, resulting in a \$18,941 increase from PSQ.

**Central Rate Adjustments – (\$88,643).** A net decrease in central rates is reflected in the proposed budget. Significant decreases are in Technology Services O&M and Finance charges.

**GENERAL GOVERNMENT PROGRAM PLAN**

**OIRM I-Net Operations / 4531**

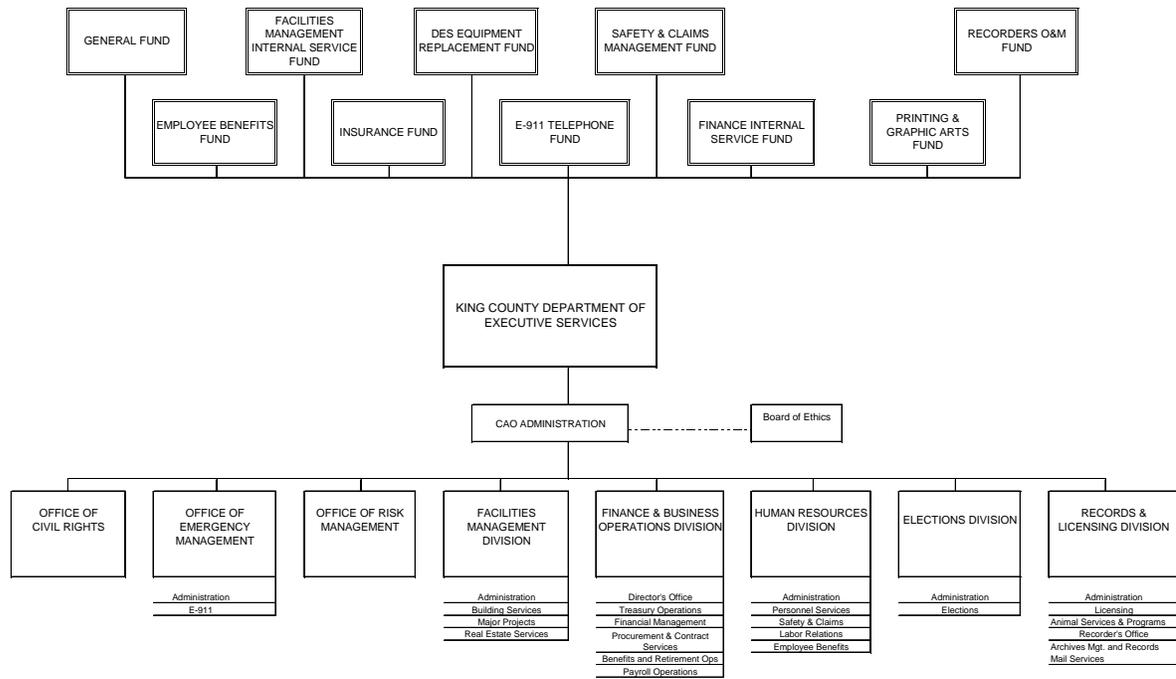
	2007 Actual	2008 Adopted	2008 Estimated <sup>6</sup>	2009 Proposed	2010 Estimated <sup>1</sup>	2011 Estimated <sup>1</sup>
<b>Beginning Fund Balance</b>	<b>1,303,744</b>	<b>953,240</b>	<b>1,570,145</b>	<b>1,297,221</b>	<b>1,326,650</b>	<b>661,603</b>
<b>Revenues</b>						
* Other Misc Revenue	2,307,814	2,315,250	2,281,116	2,394,859	2,437,323	2,936,114
* PEG fee (36705) <sup>2</sup>	752,452	537,958	583,802	376,992	281,437	287,826
* Interest Earnings	49,311	33,986	33,986	32,431	33,166	16,540
<b>Total Revenues</b>	<b>3,109,577</b>	<b>2,887,194</b>	<b>2,898,904</b>	<b>2,804,282</b>	<b>2,751,926</b>	<b>3,240,480</b>
<b>Expenditures</b>						
* Operating Expenditures	(2,132,747)	(2,181,712)	(2,181,712)	(2,252,275)	(2,319,843)	(2,389,439)
* Bond Payment	(710,429)	(705,482)	(705,482)	(707,050)	(700,400)	(695,250)
* 2007 Budget Carryover			(3,615)			
* 2009 Proposed Items						
* Planned Equipment Replacement					(599,475)	(617,459)
* 2008 Supplemental Request - Proviso Response			(272,898)			
<b>Total Expenditures</b>	<b>(2,843,176)</b>	<b>(2,887,194)</b>	<b>(3,163,707)</b>	<b>(2,959,325)</b>	<b>(3,619,718)</b>	<b>(3,702,148)</b>
<b>Estimated Underexpenditures <sup>4</sup></b>		129,924		184,472	202,745	221,053
<b>Other Fund Transactions</b>						
Impaired investment <sup>7</sup>			(8,121)			
<b>Total Other Fund Transactions</b>	<b>0</b>		<b>(8,121)</b>			
<b>Ending Fund Balance</b>	<b>1,570,145</b>	<b>1,083,164</b>	<b>1,297,221</b>	<b>1,326,650</b>	<b>661,603</b>	<b>420,988</b>
<b>Less: Reserves &amp; Designations</b>						
* I-Net Operating Reserve	(1,225,356)	(722,261)	(727,361)	(954,593)	(276,574)	
* Encumbrance Reserve	(3,615)					
* Compensated Absences <sup>3</sup>	(78,196)		(86,211)	(90,522)	(95,048)	(99,800)
<b>Total Reserves &amp; Designations</b>	<b>(1,307,167)</b>	<b>(722,261)</b>	<b>(813,572)</b>	<b>(1,045,115)</b>	<b>(371,622)</b>	<b>(99,800)</b>
<b>Ending Undesignated Fund Balance</b>	<b>262,978</b>	<b>360,903</b>	<b>483,649</b>	<b>281,534</b>	<b>289,980</b>	<b>321,188</b>
<b>Target Fund Balance <sup>5</sup></b>	<b>266,593</b>	<b>272,714</b>	<b>483,649</b>	<b>281,534</b>	<b>289,980</b>	<b>298,680</b>

**Financial Plan Notes:**

- <sup>1</sup> 2010 & 2011 Estimated revenue based on the status quo customer base as of 01/2008. 3% growth assumed in expenditures.
- <sup>2</sup> Assumed PEG fee change from 2007: 2007 - \$0.85 per month per subscriber, 2008 - \$0.70, 2009 & 2010 - \$0.55 in accordance with Comcast agreement.
- <sup>3</sup> Compensated Absences based on 2007 CAFR increased by 5% annually
- <sup>4</sup> Estimated Underexpenditures was assumed based on the I-Net Business Plan submitted in June 2008. This is subject to change due to further study of the I-Net O&M
- <sup>5</sup> Target Fund Balance is equal to 1 1/2 months of Operating Expenses
- <sup>6</sup> Interest earnings for 2009 and out years was assumed at 2.5% of the beginning balance.
- <sup>7</sup> At year end 2007 the county investment pool held investments that became impaired. This adjustment reflects an unrealized loss for these impaired investments

# **Executive Services**

# GENERAL GOVERNMENT PROGRAM PLAN



**EXECUTIVE SERVICES**

***Mission***

To make the Department of Executive Services (DES) the provider of choice by providing King County agencies, municipalities and the public with effective and efficient general government services.

**ISSUES AND PRIORITIES**

The Department of Executive Services (DES) provides nearly all internal services to King County government and a variety of public services to its citizens. This department has over nine hundred employees, with an overall operating budget in excess of \$430 million. The department includes the following divisions: Elections, Facilities Management, Finance and Business Operations, Human Resources, and Records and Licensing Services. It also includes the Offices of Civil Rights, Emergency Management and Risk Management as well as the Board of Ethics and Civil Rights Commission.

**Business Plan Overview:**

The Business Plan change dynamics requiring budgetary response at the department level by DES agencies include both external and internal forces. A significant external force impacting King County is the rapidly rising cost of health care. For the future, double-digit health care increases are projected unless the county looks outside its traditional approach to employee benefits and finds innovative ways to strike a balance between the interests of its employees and the need to control costs. As internal service providers to other county agencies, DES agencies must respond to changing customer demands in a proactive manner, and play a key leadership role in transforming and standardizing business and technological practices throughout the county. Given the emphasis on direct services to the public, there is added pressure from all DES customers to contain the cost for internal services by doing more with less. To address these challenges, DES has or is in the process of sponsoring several county-wide initiatives that cross department and division lines. Highlights of these initiatives include:

- Continued support for, and implementation of Service Level Agreements (SLA's) between internal and external service providers and their customers.
- Providing leadership and resources to help the county build financial, human resource and budget management functions that are fully integrated, efficient and effective and enhance the county's ability to provide essential services to its customers as envisioned by the adopted Vision and Goals Statement for Enterprise Financial, Human Resource, and Budget Management and outlined in the Executive's recommendation for Accountable Business Transformation.
- Oversight and coordination for major technology and capital initiatives and projects.
- Continue efforts to increase the quality and consistency of King County public disclosure responses countywide.

**Facilities Management Division:**

The Facilities Management Division (FMD) manages and maintains the county's physical and capital assets through capital improvement project management; energy management; space planning; major maintenance, preventative and custodial maintenance; building security and management of the financial and programmatic performance of the county's real estate portfolio. FMD also manages the operations of the County Print Shop.

FMD's primary change dynamics in the Executive's 2009 Proposed Budget include maintaining performance against service level agreements with tenants in FMD managed buildings, as well as the shift toward a more traditional landlord-tenant business model via the institution of fees for certain services which historically have been provided as part of the base per-square-foot central tenant

## ***GENERAL GOVERNMENT PROGRAM PLAN***

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charges.

Highlights of the 2009 budget are:

- Implementation of a new Strategic Initiative fee intended to support the Division's efforts in the area of county-wide strategic planning.
- Potential implementation of the Energy Services Contract (ESCO) for part of 2009 which is expected to result in significant energy savings in the King County Courthouse and the King County Correctional Facility.
- Implementation of a fee-for-service approach for certain FMD activities historically subsidized by the base per square foot central tenant rates.
- Implementation of energy conservation measures at the Maleng Regional Justice Center.
- Pilot project implementation of a four-day 10-hour operational work week at the Black River facility resulting in shut down of the facility one additional day per week.
- Adjustment of fees and other charges within the Real Estate Services Section to approach full cost recovery in most business lines.
- Investment in technology to ensure the ongoing operation of the newly installed King County Correctional Facility Integrated Security.

### **Finance and Business Operations Division:**

The Finance and Business Operations Division (FBOD) provides central accounting, payroll, procurement, employee benefit administration, and treasury operations services to King County's direct service providers and internal service agencies. Additionally, the division collects, distributes, and invests public funds and manages long-term debt for King County and other local taxing districts.

The primary change dynamics addressed in the 2009 budget are to deliver accurate and timely financial information, meet ongoing customer demands while seeking efficiencies and cost savings, and also continue efforts in the Accountable Business Transformation Project (ABT) to develop a single set of payroll and financial systems. To address these challenges along with financial challenges facing the General Fund (GF), FBOD has proposed measures that will realize cost savings and meet ongoing or increasing demands, as well as seeking efficiencies in key business processes.

Highlights of the 2009 budget are:

- Implementation of cost savings measures to address the deficit in the GF that would result in various program reductions and business process changes. The Collection Enforcement (CE) unit budget will be reduced to a minimum level of staffing, which will require the department to communicate directly with the collection agency. The Equal Benefits Program will be decentralized and exported to departments as the program is mature enough for the smooth transition. Transit timekeeping function in the Payroll section will be transferred to Transit to be consistent with the current PeopleSoft timekeeper model where the timekeeping function is primarily performed by the agencies staff. Additional staffing reductions are identified in various lines of business or programs with limited impact to the service level.
- Increased efficiency and cost savings in GF funded programs. FBOD proposes to replace the mailing of courtesy tax statements to tax payers whose taxes are paid by their mortgage company with a web based solution (through the property tax web page). This proposal implements an alternative solution for the council mandate (Ordinance 15865) in order to provide a more cost-effective solution to mitigate the annual impact to the GF.
- Merger of existing operations staff within the payroll and benefits work groups into one section. This provides more opportunity to align payroll and benefits business practices by establishing a

## ***GENERAL GOVERNMENT PROGRAM PLAN***

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single point of accountability for compensation, benefits and retirement information. The merger would also focus on new quality assurance practices and further clarify the role of central payroll and benefits with the role of decentralized agency staff supporting these same functions as we move toward the ABT vision of one PeopleSoft payroll system.

- Reduced operating costs through efficiency and resource savings. Various operating costs such as banking services fees, administrative costs, banking fees, temporary and overtime costs and contingency budget will be reduced to achieve cost savings while limiting impact to the service level.

### **Human Resources Division:**

The mission of the Human Resources Division (HRD) is to deliver timely, consistent, effective, and legally defensible human resource services to county agencies in a manner that meets their business needs and also enhances the integrity of the human resources systems.

In the 2009 Executive Proposed Budget, a continued emphasis is placed on: controlling health care costs through the promotion of employee health under the Executive's Health Reform Initiative (HRI); increasing the effectiveness and lowering cost growth in Workers' Compensation through successful safety education and return to work programs; increased efficiencies in Civil Service Administration; and increased alignment of human resources practices throughout King County through the Human Resources Unification Project (HRUP). HRD has implemented initiatives that help reduce risk, improve human resource management processes, streamline resource utilization, improve quality control, and promote the health of the workforce.

Highlights of the 2009 budget are:

- Implementation of targeted budget reductions through prioritization of business plan processes and reallocation of divisional resources to meet customer demand.
- Continue funding for both the internal effort (supply side) and the external effort (demand side) of the Executive's Health Reform Initiative, a comprehensive approach to improving health and reducing the rate of increase in health care costs.
- Proceed with implementation of a new Employee Performance and Accountability System for Executive Branch departments upper and middle management.
- Ongoing improvement in and development of human resources performance measures and quality assurance practices necessary to recognize trends and identify areas for further efficiencies.
- Provide appropriate human resources policies and supporting resources in association with the Executive's Equity and Social Justice Initiative.
- Promote effective employee and labor relations.
- Ensure a high performance workforce within King County through improvements in recruitment practices; increases in performance; and retention of talent and a diverse workforce in order to maintain a strong, healthy and present workforce in association with the High Performance Workplace Initiative.

### **Records and Licensing Services Division (RALS):**

The Records and Licensing Services (RALS) Division, was established when the Elections section was elevated to a separate division on January 1, 2008. It was formerly a part of the Records Elections and Licensing Services (REALS) Division..

The RALS Division has spent considerable time and effort to achieve mandated performance measures related to Animal Care and Control (ACC) services. King County has significantly increased the percentage of animals leaving the shelter alive and therefore significantly decreased the percentage of

## ***GENERAL GOVERNMENT PROGRAM PLAN***

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euthanasia. With new policy direction, ACC has met or exceeded the 2008 performance expectations identified in the King County Code. Specifically, starting in January and for every month thereafter, the number of animals euthanized has been at or below 20 percent. ACC efforts are producing results and work continues toward even greater achievements.

The creation of an inter-branch committee in 2008 is expected to provide three optional models for animal care and control in King County. Once these options are finalized, the county will determine whether or not it will continue in the business of Animal Care and Control services. The 2009 Executive Proposed Budget was prepared prior to the completion of the inter-branch committee report. The 2009 Executive Proposed Budget assumes King County will remain the service provider for open admission animal care and control services, and resources have been allocated to support the continued improvements achieved in 2008.

Objectives planned for 2009 related to ACC services are:

- To protect the public's health and safety from zoonotic and animal-borne disease through effective public health programs.
- To reduce euthanasia to no more than 20% in 2008 and 15% in 2009.
- To reduce the number of homeless pets.
- To create strong community partnerships with volunteers, foster parents, rescue groups, and stakeholders and the media.
- To actively pursue animal cruelty investigations.

In 2009, the RALS division will continue the effort to further the public safety, reliability, and economic viability and stability of privately operated taxicab transportation services within King County. The Electronic Records Management Project is completing the final phase of its pilot implementation in 2008. With much success and lessons learned, the project plans to continue implementation in 2009. RALS provides a variety of regional services that will continue in 2009, including marriage licensing, recording, vehicle and vessel licensing, and archives management.

Highlights of the 2009 budget include:

- Increased staffing and resources to achieve Animal Care and Control Program goals and performance expectations.
- Increased pet licensing fees to help offset the increasing cost of animal care and control services.
- Enforced pet licensing laws and implementation of the Save Lives Pet Partnership policy. Funds raised would support the county's efforts to increase the percentage of animals leaving the shelter alive.
- Provision of enhanced Animal Care and Control field services for cities upon request.
- Completion of the reorganization of the former REALS division by establishing the administrative staff resources to support the RALS Division.
- Continuation of the Electronic Records Management Project.

**Elections Division:**

The Elections Division mission states that “by conducting accurate, secure, and accessible elections, we provide an opportunity for the people of King County to participate in their government.” The Elections Division is responsible for conducting up to six elections per year, maintaining district boundaries and voter registration files, and providing election-related information to members of the public, governmental entities, and other stakeholders.

Service delivery change, change in county policy, increased efficiencies/reduced costs, change in administrative need, and technical adjustments are the primary change dynamics driving the requests in the 2009 budget.

With policy direction established for moving to vote-by-mail elections in 2009, this will be the year that King County will join 37 other counties across the state (Pierce County will be the only county not conducting all mail elections) that have already transitioned to conducting all elections by mail. The 2009 Executive Proposed Budget was prepared in anticipation of this change starting with the February special election.

With the projected shortfall of revenues to the General Fund in 2009, the Executive’s Proposed Budget for the Elections Division results in a variety of expenditure reductions directly related to the anticipated efficiencies of conducting elections by mail. It also anticipates capturing efficiencies gained through the implementation of mechanical and software systems designed to increase accountability and efficiency, and to reduce manual efforts and opportunities for error.

In addition, the Elections Division is settling into their new facility in Renton and looking forward to a complete consolidation of operations once Vote-by-Mail (VBM) is implemented and the Elections Distribution Warehouse is co-located with the rest of the division in the City of Renton. The move to all mail elections will also result in changes in roles and responsibilities, and a realignment of resources to focus on service delivery and election administration in that new environment. For example, it will no longer be necessary to hire and train 4,000 poll workers; however, more temporary workers will be needed to process mail ballots. Additionally, poll ballots will no longer be printed, but there will be an increase in the amount of mail ballots needed.

As new systems and processes are implemented and physical consolidation takes place, organizational changes are also a possibility in 2009. An initiative (I-25) to place the administration of elections in King County under the direct supervision of an elected Director of Elections in 2009 will be on the November 4, 2008 ballot.

In the last four years, with the Executive’s and King County Council’s support, and the hard work and determination of the Elections Division staff, King County has conducted 20 consecutive successful elections since the general election in 2004. With the anticipation of successfully administering the 2008 general election, 2009 will mark the beginning of a new era for Elections, where accountability, transparency, and security are the hallmarks of success, where the organizational culture is confident in itself yet cognizant of the pitfalls that lead to failure, and where King County will stand out nationally as a proven example of what leadership, hard work, and resources can accomplish.

**Office of Civil Rights:**

The Office of Civil Rights (OCR) has two broad areas of focus: enforcement and compliance. In its enforcement program, staff members implement the County's ordinances prohibiting discrimination in unincorporated King County in housing, employment, public accommodations (services like stores and restaurants) and contracting. In the compliance program, staff members work with county departments, county contractors and members of the public to ensure non-discriminatory access to government for people with disabilities and others.

In 2009, OCR plans to streamline business processes to ensure faster resolution of all cases alleging

## ***GENERAL GOVERNMENT PROGRAM PLAN***

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violations of the King County Fair Employment Ordinance. The office will continue its previous efforts to increase effectiveness of anti-discrimination education for both the public and county employees. OCR will also continue to collaborate with other agencies to make information accessible via the web in order to provide services within its existing budget.

### **Office of Emergency Management:**

Office of Emergency Management (OEM) promotes disaster resistant communities by providing emergency management programs through partnerships and excellence in service, and coordinates and advances regional E-911 systems to ensure expedient, reliable access for the public to emergency services.

Expanded E-911 service delivery and technical adjustments are the primary Business Plan change dynamics requiring a budgetary response in the 2009 budget. With Federal attention still focused on homeland security, OEM will continue to maintain an all-hazard planning, preparedness, and prevention-oriented program. E-911 efforts will focus on providing technology solutions to improve service by upgrading equipment and supporting the PSAPs in preparing for the Next Generation 911 (NG911) system.

### **Office of Risk Management:**

The Office of Risk Management (ORM) assists county agencies in controlling and minimizing loss exposures; maintains a self-insurance program; protects the county's assets from loss. ORM also processes citizen claims in a prompt, efficient, and equitable manner.

The Loss Control Program continues to be a critical and effective resource and mechanism to all county agencies. The program supports and funds loss prevention and loss control projects, and initiatives that are intended to reduce the county's exposure to liability.

Two predominantly volunteer organizations are supported within the DES organization:

### **Board of Ethics:**

The Board of Ethics (BOE) is a five-member citizen board with both advisory and quasi-judicial functions. The primary responsibilities of the BOE are to interpret the Code of Ethics through advisory opinions, administer financial and consultant disclosure requirements, and increase awareness of ethics issues through an education and training program. Since 2003, the BOE has continued an awareness campaign to heighten employee understanding of the Code of Ethics and the services provided by the Board and office. This initiative will continue in 2009, incorporating newly developed outreach and education programs into its ongoing functions.

### **Civil Rights Commission:**

The Civil Rights Commission is composed of 16 citizen volunteers. The commission serves in an advisory capacity to the County Executive and County Council on civil rights issues in the areas of contract compliance, disability access, employment, housing, minority/women business, and public accommodations.

**2009 Proposed Budget for Finance and Business  
Operations 5450/0138**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	31,558,710	215.30	2.00
<b>GG</b>	<i>Status Quo**</i>	1,877,004	0.00	0.00
	<b>Status Quo Budget</b>	<b>33,435,714</b>	<b>215.30</b>	<b>2.00</b>
	<b>Contra Add</b>	0		
<b>Increased Efficiencies/Reduced Costs</b>				
AS01	Director's Office Contingency Budget Reduction	(40,000)	0.00	0.00
AS02	Savings in Banking Services Fees	(63,000)	0.00	0.00
AS03	Shared Services Model for Payroll and Benefits	(137,975)	(1.00)	0.00
AS04	Reduction in Temporary and Overtime	(26,912)	0.00	0.00
AS05	Reduction of Administrative Costs - Procurement & Contract Services Section	(116,689)	0.00	0.00
AS06	Salary Reduction for Accounting Supervisor Position	(117,521)	0.00	0.00
AS07	Eliminate a Vacant Business Applications Manager	(105,591)	(1.00)	0.00
		<b>(607,688)</b>	<b>(2.00)</b>	<b>0.00</b>
<b>Service Delivery Change</b>				
AS08	Courtesy Tax Notification Process on the Web	(187,863)	0.00	0.00
AS09	Decentralize Equal Benefits Program	(99,382)	(1.00)	0.00
DS03	Reduction in Collection Enforcement Services	(139,936)	(2.00)	0.00
DS04	Reduction in Transit Bus Pass Program	(14,657)	(0.25)	0.00
DS05	Timekeepers Transition to Transit	(230,219)	(3.00)	0.00
DS06	Eliminate Fiscal Specialist I - FMS	(57,836)	(1.00)	0.00
DS07	Eliminate Vacant Educator Consultant II Position	(93,599)	0.00	(1.00)
DS08	Eliminate Assistant Buyer Position	(84,830)	(1.00)	0.00
RB02	Payroll Functional Analyst Conversion to FTE	0	1.00	(1.00)
		<b>(908,322)</b>	<b>(7.25)</b>	<b>(2.00)</b>
<b>Technical Adjustment</b>				
TA02	Interest Earnings Adjustment 2.35%	0	0.00	0.00
TA50	2009 Revenue Decrease	0	0.00	0.00
CR01	Flexible Benefits Charge	(97,344)	0.00	0.00
CR05	General Fund Overhead Adjustment	(419,575)	0.00	0.00
CR06	Healthy Workplace Fund	(5,433)	0.00	0.00
CR07	Technology Services Operations and Maintenance Charge	223,705	0.00	0.00
CR08	Technology Services Infrastructure Charge	(18,213)	0.00	0.00
CR09	Geographic Information Systems Charge	75	0.00	0.00
CR10	Office of Information Resource Management Charge	(4,381)	0.00	0.00
CR11	Telecommunications Services	(2,112)	0.00	0.00
CR12	Telecommunications Overhead	(2,269)	0.00	0.00
CR13	Motor Pool Usage Charge	9,059	0.00	0.00
CR14	Facilities Management Space Charge	(32,457)	0.00	0.00
CR15	Insurance Charges	20,343	0.00	0.00
CR16	Radio Access	16	0.00	0.00
CR19	Radio Reserve Program	(709)	0.00	0.00
CR20	Prosecuting Attorney Civil Division Charge	4,594	0.00	0.00
CR22	Long Term Leases	26,819	0.00	0.00
CR24	Copy Center	(44,264)	0.00	0.00
CR26	Retirement Rate Adjustment	5,569	0.00	0.00

**GENERAL GOVERNMENT PROGRAM PLAN**

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**2009 Proposed Budget for Finance and Business  
Operations 5450/0138**

<b>Code</b>	<b>Item Description</b>	<b>Expenditures</b>	<b>FTEs *</b>	<b>TLTs</b>
CR27	Industrial Insurance Rate Adjustment	(4,573)	0.00	0.00
CR36	Property Services Lease Administration Fee	2,184	0.00	0.00
CR37	Strategic Initiative Fee	1,460	0.00	0.00
CR39	COLA Adjustment	281,379	0.00	0.00
CR41	Non Represented COLA Contra	(182,248)	0.00	0.00
CR42	Non Represented Merit Contra	(164,128)	0.00	0.00
CR43	Represented Labor Strategy Contra	(242,576)	0.00	0.00
CR46	Countywide Strategic Technology Projects	(48,338)	0.00	0.00
		<b>(693,417)</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Change Items in 2009</b>	<b>(2,209,427)</b>	<b>(9.25)</b>	<b>(2.00)</b>
	<b>2009 Proposed Budget</b>	<b>31,226,287</b>	<b>206.05</b>	<b>0.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

**Finance and Business Operations Division (FBOD)  
Finance – Internal Service Fund**

The total 2009 Executive Proposed Budget for Finance Internal Service Fund is \$31,226,287 with 206.05 FTEs and no TLTs.

**Increased Efficiencies/ Reduced Costs**

**Director's Office Contingency Budget Reduction – (\$40,000).** This proposal eliminates the director's office contingency. The agency used this contingency to absorb unexpected operational expenditures.

**Savings in Banking Services Fees – (\$63,000).** Earnings credit from bank balances offsets banking service fees allowing for a reduction in the budget for the fees.

**Shared Services Model for Payroll and Benefits – (\$137,975) / (1.00) FTE.** This proposal merges the Benefits and Retirement Operations and Payroll sections together producing operational efficiencies. This merger is possible as a result of the transition towards unified financial and payroll systems. The primary savings comes from eliminating one manager position.

**Reduction in Temporary and Overtime – (\$26,912).** The Treasury Section has achieved operational efficiency with the deployment of Check 21. The streamlined deposit process allows for the reduction of temporary staffing and overtime requirements to process property taxes during the April and October peak periods.

**Reduction of Administrative Costs – Procurement and Contract Services Section – (\$116,689).** This proposal reduces temporary help and overtime budget used during peak activity period such as year end closing activities and new-year start-up.

**Salary Reduction for Accounting Supervisor Position – (\$117,521).** This eliminates the budget for the Accounting Supervisor position currently on special duty assignment in the ABT program. Other supervisors are covering this particular supervisor's body of work.

**Eliminate Vacant Business Applications Manager Position – (\$105,591) / (1.00) FTE.** This proposal eliminates a vacant manager position. The duties related to this position have been merged with the IT Manager position. FBOD's level of service will not be compromised as a result of this elimination.

**Service Delivery Change**

**Courtesy Tax Notification Process on the Web - (\$187,863).** This eliminates the mailing of courtesy tax statements to taxpayers whose taxes are paid by their mortgage company. The agency proposes to transfer the paper-based process to a web-based solution as part of the property tax web page. Postage costs represent 71 percent of the cost of the courtesy tax notification. Legislation modifying the county code requirement for mailed statements accompanies the 2009 Executive Proposed Budget.

**Decentralize Equal Benefits Program Coordination – (\$99,382) / (1.00) FTE.** This proposal decentralizes administration of the Equal Benefits Program, transferring responsibility for compliance to departments, like other required contracting procedures. Procurement will continue to assure that all contracts in excess of \$25,000 are in compliance with the provisions of the Equal Benefits Ordinance 14823. This failsafe ensures that the county will remain in compliance with the provisions of the ordinance.

## ***GENERAL GOVERNMENT PROGRAM PLAN***

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**Reduction in Collection Enforcement Services – (\$139,936) / (2.00) FTEs.** This proposal reduces the Collection Enforcement unit budget to one half-time position. The unit currently operates at a deficit, recovering less revenue than the service costs. This reduction requires client agencies to communicate directly with the collection agency rather than through FBOD. With the proposed reduction, the program will fully recover costs.

**Reduction in Transit Bus Pass Program - (\$14,657) / ( 0.25) FTE.** This proposal reduces staffing in the accounts receivable section that performs services for the Transit Bus Pass Program. This reduction will reduce Transit's internal service rates and not affect other agencies.

**Timekeepers Transition to Transit - (\$230,219) / (3.0) FTEs.** This proposal transfers three payroll timekeepers to Transit. Transit will absorb these timekeepers as part of the King County Metro scheduling system rollout. Transit is the only agency affected by this proposal. This proposal reduces Finance charges to Transit.

**Eliminate Fiscal Specialist I – Financial Management Section (FMS) – (\$57,836) / (1.00) TLT.** The proposal eliminates a position that supports distribution of ARMS reports, coordination of ARMS documents for data entries and filing, researching, copying documents and phone and mail handling. The duties will be absorbed by remaining staff within the section.

**Eliminate Vacant Educator Consultant II Position – (\$93,599) / (1.00) TLT.** This proposal eliminates a vacant temporary position in Benefits and Retirement section. The position was planned to work on a pilot to centralize eligibility for leave administration.

**Eliminate Assistant Buyer Position – (\$84,830) / (1.00) FTE.** This proposal reduces an Assistant Buyer position in the ARMS Procurement section, requiring professional staff to absorb the duties.

**Payroll Functional Analyst Conversion to FTE – 1.00 FTE / (1.00) TLT.** This proposal converts an existing Functional Analyst term-limited position for the Payroll Online (POL) time capture system to a regular full-time position. This analyst provides the operations and functional support for the POL system.

### **Technical Adjustments**

**Central Rate Adjustments – (\$385,844).** A net decrease in central rates is reflected in the proposed budget. The decrease is largely due to adjustments to the Technology Services Operations & Maintenance Charge, Overhead Adjustment, and Long-Term Lease.

**COLA Adjustment - \$281,379.** COLA was increased from 3.53 to 5.50 percent, resulting in a \$281,379 increase from PSQ.

**Non-Represented COLA/ Merit Contra – (\$346,376).** In keeping with the County Executive's policy to achieve salary savings to help close the 2009 General Fund deficit, \$346,376 is saved in FBOD by assuming no merit increase and by holding COLA at 3 percent for non-represented employees.

**Represented Labor Strategy Contra – (\$242,576).** To reflect the expected agreement between the County Executive and county labor union representatives on potential savings for 2009, the Executive Proposed Budget assumes \$242,576 in savings for FBOD.

**GENERAL GOVERNMENT PROGRAM PLAN**

**2009 Proposed Financial Plan  
Finance and Business Operations Division / 5450**

	2007 Actual <sup>1</sup>	2008 Adopted	2008 Estimated <sup>2</sup>	2009 Proposed	2010 Projected <sup>3</sup>	2011 Projected <sup>3</sup>
<b>Beginning Fund Balance</b>	4,581,694	3,823,411	3,546,440	1,832,534	2,822,538	3,698,019
<b>Revenues</b>						
* Operating Revenues						
- GF Rates	7,118,304	7,376,644	7,376,644	7,274,986	7,602,360	7,944,467
- GF Rebate	(182,985)	(54,382)	(54,382)		0	0
- Non-GF Rates	21,144,047	21,771,358	21,771,358	21,990,369	22,979,936	24,014,033
- Non-GF Rebate	(519,611)	(162,824)	(162,824)		0	0
- Other Revenue	2,024,062	1,916,970	1,909,251	2,157,210	2,221,926	2,288,584
* Interest Income	222,955	408,000	223,200	169,200	180,000	194,400
<b>Total Revenues</b>	29,806,772	31,255,766	31,063,247	31,591,765	32,984,222	34,441,483
<b>Expenditures</b>						
* Operating Expenditures - Personnel Services	(19,230,524)	(19,671,156)	(20,049,128)	(20,031,538)	(21,233,430)	(22,507,436)
* Operating Expenditures - O&M	(11,611,502)	(11,887,554)	(11,509,582)	(11,194,749)	(11,530,591)	(11,876,509)
* Encumbrance Carryovers			(274,010)			
* Supplemental Requests - Pending Approval			(901,957)			
<b>Total Expenditures</b>	(30,842,026)	(31,558,710)	(32,734,677)	(31,226,287)	(32,764,022)	(34,383,945)
<b>Estimated Underexpenditures</b>		631,174		624,526	655,280	687,679
<b>Other Fund Transactions</b>						
* Impaired Investment <sup>4</sup>			(42,476)			
<b>Total Other Fund Transactions</b>	0	0	(42,476)	0	0	0
<b>Ending Fund Balance</b>	3,546,440	4,151,641	1,832,534	2,822,538	3,698,019	4,443,236
<b>Less: Reserves &amp; Designations</b>						
* Reserved for Encumbrances/Carryovers	(274,010)					
* Reserved for PC Replacement <sup>5</sup>		(320,000)	(160,000)	(320,000)	(480,000)	(640,000)
* Reserved for Equipment Replacement <sup>5</sup>	(500,000)	(500,000)	(500,000)	(500,000)	(500,000)	(500,000)
* Rate Stabilization Reserve <sup>6</sup>	(1,847,162)	(2,498,644)	(190,494)	(839,628)	(1,257,485)	(1,527,515)
<b>Total Reserves &amp; Designations</b>	(2,621,172)	(3,318,644)	(850,494)	(1,659,628)	(2,237,485)	(2,667,515)
<b>Ending Undesignated Fund Balance</b>	925,268	832,997	982,040	1,162,910	1,460,534	1,775,721
<b>Target Fund Balance <sup>7</sup></b>	<b>925,261</b>	<b>927,826</b>	<b>982,040</b>	<b>918,053</b>	<b>963,262</b>	<b>1,010,888</b>

**Financial Plan Notes:**

<sup>1</sup> 2007 Actuals are from the 2007 CAFR and ARMS/IBIS 14th month; beginning fund balance is from Finance department's budgetary basis amount.

<sup>2</sup> 2008 Estimated is based on actuals through April 2008.

<sup>3</sup> 2010 and 2011 Projected are based on GF and non-GF rate revenue growth at 4.5% annually; other revenue growth at 3%; personal expenditure growth at 6% annually; other O&M expenses growth at 3%.

<sup>4</sup> At year end 2007 the county investment pool held investments that became impaired. This adjustment reflects an unrealized loss for these impaired investments.

<sup>5</sup> Equipment replacement reserve is constant for 2010 and 2011. PC replacement cost is \$160K in each year out of the fund balance.

<sup>6</sup> Rate stabilization reserve is drawn down to mitigate central rate increase.

<sup>7</sup> Target Fund Balance is equal to 3% of total expenditures net of underexpenditure.

**GENERAL GOVERNMENT PROGRAM PLAN**

**2009 Proposed Budget for Finance - GF 0010/0150**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	3,275,075	0.00	0.00
	<i>Status Quo**</i>	(117,848)	0.00	0.00
	<b>Status Quo Budget</b>	<b>3,157,227</b>	<b>0.00</b>	<b>0.00</b>
	<b>Contra Add</b>	292,884		
<b>Revenue Adjustment</b>				
TA50	Revenue Adjustment	0	0.00	0.00
		<b>0</b>	<b>0.00</b>	<b>0.00</b>
<b>Technical Adjustment</b>				
CR25	Financial Services Charge	(336,315)	0.00	0.00
NC01	No Change Items Requested for this Budget	0	0.00	0.00
		<b>(336,315)</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Change Items in 2009</b>	<b>(336,315)</b>	<b>0.00</b>	<b>0.00</b>
	<b>2009 Proposed Budget</b>	<b>3,113,796</b>	<b>0.00</b>	<b>0.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

***GENERAL GOVERNMENT PROGRAM PLAN***

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**Finance – General Fund (GF)**

The total 2009 Executive Proposed Budget for Finance - GF is \$3,113,796.

**Technical Adjustments**

**Central Rate Adjustments – (\$336,315).** This change represents a decrease in the Finance central rate.

**2009 Proposed Budget for Facilities Management Internal  
Service 5511/0601**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	47,887,460	349.01	0.50
<b>GG</b>	<i>Status Quo**</i>	1,654,312	0.00	0.00
	<b>Status Quo Budget</b>	<b>49,541,772</b>	<b>349.01</b>	<b>0.50</b>
	<b>Contra Add</b>	0		
<b>Change in Administrative Need</b>				
AS17	<i>Eliminate Supervisor 1 Position</i>	(90,217)	(1.00)	0.00
AS18	<i>Eliminate Administrative Specialist II</i>	(69,555)	(1.00)	0.00
AS25	<i>Vacancy Contra Building Services Section</i>	(695,075)	0.00	0.00
		<b>(854,847)</b>	<b>(2.00)</b>	<b>0.00</b>
<b>Change in County Policy</b>				
PC04	<i>Four Day Work Week Pilot Program</i>	(76,815)	(1.00)	0.00
PC25	<i>Miscellaneous Service Fees (\$132,520)</i>	0	0.00	0.00
		<b>(76,815)</b>	<b>(1.00)</b>	<b>0.00</b>
<b>Enhanced Policy Support</b>				
PC01	<i>Fee for Major Projects &amp; Strategic Initiatives - 95,302</i>	0	0.00	0.00
		<b>0</b>	<b>0.00</b>	<b>0.00</b>
<b>Increased Efficiencies/Reduced Costs</b>				
DS09	<i>Capital Planning Administrative Reductions</i>	(137,873)	0.00	0.00
CS03	<i>KCCH \ KCCF Energy Services Contract (ESCO) Project</i>	(229,500)	0.00	0.00
CS04	<i>Maleng Justice Center Energy Conservation</i>	(266,000)	0.00	0.00
		<b>(633,373)</b>	<b>0.00</b>	<b>0.00</b>
<b>Lifeboat</b>				
DS02A	<i>Eliminate Homeless Shelter Operations</i>	(56,551)	0.00	0.00
DS11A	<i>Custodial Service Level Reduction</i>	(146,401)	0.00	0.00
DS16A	<i>Eliminate Supported Crew</i>	(256,189)	0.00	0.00
DS22A	<i>Reduce HVAC and Lighting Operations from 12 to 10 Hours Per Day</i>	(232,500)	0.00	0.00
		<b>(691,641)</b>	<b>0.00</b>	<b>0.00</b>
<b>Maintenance of Investment in Technology</b>				
RB05	<i>KCCF- Integrated Security System Software Maintenance Contract</i>	347,400	0.00	0.00
		<b>347,400</b>	<b>0.00</b>	<b>0.00</b>
<b>Service Delivery Change</b>				
DS06	<i>Chinook Building Security Services</i>	(110,011)	(1.50)	0.00
		<b>(110,011)</b>	<b>(1.50)</b>	<b>0.00</b>
<b>Technical Adjustment</b>				
TA01	<i>Balance PSQ Revenues to PSQ Expenditures--\$154,965</i>	0	0.00	0.00
TA04	<i>County Print Sales Tax</i>	154,632	0.00	0.00
TA05	<i>Revenue Adjustment to Essbase (\$1,399,435)</i>	0	0.00	0.00
TA06	<i>Telecommunications Budget Adjustment</i>	44,323	0.00	0.00
TA07	<i>Eliminate Franchise Fee Revenue Stream (\$5,600)</i>	0	0.00	0.00
CR01	<i>Flexible Benefits Charge</i>	(168,948)	0.00	0.00

**2009 Proposed Budget for Facilities Management Internal  
Service 5511/0601**

<b>Code</b>	<b>Item Description</b>	<b>Expenditures</b>	<b>FTEs *</b>	<b>TLTs</b>
CR05	General Fund Overhead Adjustment	42,873	0.00	0.00
CR06	Healthy Workplace Fund	(8,738)	0.00	0.00
CR07	Technology Services Operations and Maintenance Charge	22,809	0.00	0.00
CR08	Technology Services Infrastructure Charge	(13,317)	0.00	0.00
CR10	Office of Information Resource Management Charge	(3,081)	0.00	0.00
CR11	Telecommunications Services	96,071	0.00	0.00
CR12	Telecommunications Overhead	2,082	0.00	0.00
CR13	Motor Pool Usage Charge	(8,102)	0.00	0.00
CR14	Facilities Management Space Charge	(16,107)	0.00	0.00
CR15	Insurance Charges	93,742	0.00	0.00
CR16	Radio Access	424	0.00	0.00
CR17	Radio Maintenance	149	0.00	0.00
CR18	Radio Direct Charges	(4,963)	0.00	0.00
CR19	Radio Reserve Program	(10,677)	0.00	0.00
CR20	Prosecuting Attorney Civil Division Charge	31,978	0.00	0.00
CR21	Debt Service Adjustment	(7,964)	0.00	0.00
CR22	Long Term Leases	353,802	0.00	0.00
CR23	Facility Custodial Services	(27,032)	0.00	0.00
CR24	Copy Center	(17,214)	0.00	0.00
CR25	Financial Services Charge	14,418	0.00	0.00
CR26	Retirement Rate Adjustment	7,963	0.00	0.00
CR27	Industrial Insurance Rate Adjustment	(40,792)	0.00	0.00
CR28	Equipment Repair and Replacement	3,274	0.00	0.00
CR29	Wastewater Vehicles	770	0.00	0.00
CR36	Property Services Lease Administration Fee	5,081	0.00	0.00
CR37	Strategic Initiative Fee	2,345	0.00	0.00
CR39	COLA Adjustment	448,990	0.00	0.00
CR41	Non Represented COLA Contra	(99,574)	0.00	0.00
CR42	Non Represented Merit Contra	(79,914)	0.00	0.00
CR43	Represented Labor Strategy Contra	(463,835)	0.00	0.00
CR46	Countywide Strategic Technology Projects	(77,748)	0.00	0.00
		<b>277,720</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Change Items in 2009</b>	<b>(1,741,567)</b>	<b>(4.50)</b>	<b>0.00</b>
	<b>2009 Proposed Budget</b>	<b>47,800,205</b>	<b>344.51</b>	<b>0.50</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

**Facilities Management Internal Service Fund**

The total 2009 Executive Proposed Budget for the Facilities Internal Service Fund is \$47,800,205 and includes funding for 344.51 FTEs and 0.50 TLT.

**Change in Administrative Need**

**Eliminate Supervisor I – (\$90,217) / (1.00) FTE.** This position provides oversight to off-shift projects and programs within the downtown buildings core. Building Services will utilize a Supervisor II position in the place of the eliminated position.

**Eliminate Administrative Specialist II – (\$69,555) / (1.00) FTE.** This position staffs the Information Desk at the King County Courthouse during normal business hours. The elimination of this position will require an increase the public's use of and reliance on appropriate signage.

**Vacancy Contra Building Services Section (BSS) – (\$695,075).** This proposal implements a 3 percent contra in the Building Services salary account. Building Services has historically underspent the salary and benefit accounts due to positions that are high turnover or difficult to fill (custodians, security and skilled crafts).

**Change in County Policy**

**Four Day Work Week Pilot Program – (\$76,815) / (1.00) FTE.** This program continues the County Executive's priority to create both environmental- and employee-friendly policies. The pilot will close the Black River facility in Renton one day per week resulting in labor and operational savings associated with the maintenance of the facility as well as savings to employees through one less commute per week.

**Miscellaneous Service Fees – \$131,520.** This proposal establishes cost recovery fees for services previously subsidized by the Facilities Management Division per square foot rate charged to tenants in all county managed facilities. The services included are wall mounts, office or equipment moves as well as an increase in the King County employee identification card replacement fee.

**Enhanced Policy Support**

**Fee for Major Projects & Strategic Initiatives – Increase in Revenue \$95,302.** This proposal creates a new fee that allocates a charge to recover internal service fund costs for countywide space and facility planning projects. This fee divides the costs associated with these projects across county agencies based on an FTE allocation methodology. Previously these costs were subsidized by the per square foot operating charges to occupants of county owned buildings.

**Increased Efficiencies/Reduced Costs**

**Capital Planning Administrative Reductions – (\$137,873).** This proposal reduces the budgeted operating costs of the Capital Planning and Development Section thereby reducing client burden rates. This proposal does not impact program performance.

**King County Courthouse (KCCH)/King County Correctional Facility (KCCF) Energy Services Contract (ESCO) Project – (\$229,500).** This reduction captures the savings associated with the shift from steam to natural gas fired boilers at the KCCH and KCCF. Under the ESCO contract, construction costs and minimum savings are guaranteed by the contractor.

**Maleng Regional Justice Center (MRJC) Energy Conservation – (\$266,000).** This proposal includes low cost maintenance projects at the MRJC. Projects include a new HVAC and lighting schedule conducive to existing business hours and a more efficient HVAC.

**Lifeboat**

**Eliminate Homeless Shelter Operations – (\$56,551).** In keeping with the County Executive's lifeboat strategy, the men's homeless shelter which operates October through March on the 1st floor of the Administration Building will be eliminated effective July 1, 2009 if the State Legislature fails to

## ***GENERAL GOVERNMENT PROGRAM PLAN***

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provide King County with options to address the structural imbalance in the General Fund. By placing this proposal in the Lifeboat, it is ensured that the shelter will operate through the winter months at the beginning of 2009.

**Custodial Service Level Reduction – (\$146,401).** In keeping with the County Executive's lifeboat strategy, the current level of custodial service in county managed buildings will be reduced effective July 1, 2009 if the State Legislature fails to provide King County with options to address the structural imbalance in the General Fund. The service level reduction would result in one service day less per week in office areas, conference rooms, courtrooms and jury rooms as well as a decrease in the frequency of floor care services from 2 times per year to 1.

**Eliminate Supported Crew – (\$256,189).** In keeping with the County Executive's lifeboat strategy, the Supported Crew comprised of two maintenance crews of 4 people each will be eliminated effective July 1, 2009 if the State Legislature fails to provide King County with options to address the structural imbalance in the General Fund.

**Reduce HVAC and Lighting Operations in County Owned Facilities from 12 to 10 Hours per Day – (\$232,500).** In keeping with the County Executive's lifeboat strategy, the hours of HVAC and lighting operation in county managed buildings will be reduced from 12 to 10 hours per day effective July 1, 2009 if the State Legislature fails to provide King County with options to address the structural imbalance in the General Fund.

### **Maintenance of Investment in Technology**

**King County Correctional Facility (KCCF) Internal Security System (ISP) Maintenance Contract – \$347,400.** This proposal ensures ongoing operation of the newly installed KCCF ISP by providing for a software application and programming consultant as well as replacement security electronic hardware and equipment.

### **Service Delivery Change**

**Chinook Building Security Services – (\$110,011) / (1.50) FTEs.** This proposal changes staffed Chinook security hours from 6:00 am through 10:00 pm to 8:00 am through 4:00 pm and eliminates the garage security post. Cameras will continue to be monitored from the emergency dispatch center and a rover will continue to conduct walkthroughs 24/7.

### **Technical Adjustment**

**County Print Shop Sales Tax - \$154,632.** This proposal provides funding to pay Washington State sales tax that is required to be collected and remitted for county printing services.

**Telecommunications Budget Adjustment- \$44,323.** This proposal adjusts the telecommunications budget to cover projected expenditures in 2009.

**Non Represented COLA and Merit Contra – (\$179,488).** In keeping with the County Executive's policy to achieve salary savings to help close the 2009 General Fund deficit, \$179,488 is saved by assuming no merit increase and by holding COLA at 3 percent for non-represented employees.

**Represented Labor Strategy Contra – (\$463,835).** To reflect the expected agreement between the County Executive and county labor union representatives on potential savings for 2009, the Executive Proposed Budget assumes \$463,835 in savings.

**COLA Adjustment – \$448,990.** COLA was increased from 3.53 to 5.50 percent, resulting in \$448,990 increase from PSQ.

**Central Rates – \$273,098.** A net increase in central rates is reflected in the proposed budget. Major components of this increase are Long Term Leases and Insurance Charges; partially off-set by decreases in Flexible Benefits and Countywide Strategic Technology Projects Charges.

# GENERAL GOVERNMENT PROGRAM PLAN

## Facilities Management Internal Service Fund / Fund 5511

	2007 Actual <sup>1</sup>	2008 Adopted <sup>2</sup>	2008 Estimated <sup>3</sup>	2009 Proposed	2010 Projected	2011 Projected
<b>Beginning Fund Balance</b>	2,086,700	1,216,556	1,461,028	698,954	1,357,062	1,935,005
<b>Revenues</b>						
Miscellaneous	1,500,727	1,556,078	839,887	969,679	998,769	1,028,732
Interest Earnings	162,538	100,000	200,000	120,000	120,000	120,000
Bldg. O&M Charges to GF Agencies	26,346,572	28,917,610	28,617,610	30,320,382	31,856,900	33,144,403
Bldg. O&M Charges to Non-GF Agencies	5,004,217	7,043,575	7,043,575	7,326,596	7,606,805	7,821,834
Architectural-Engineering	4,670,944	5,241,763	4,749,630	4,546,208	4,634,712	4,763,754
Crafts	2,528,713	3,537,401	2,547,788	2,537,393	2,613,515	2,691,920
Print Shop Operations (new in 2008) <sup>4</sup>		1,162,088	1,162,088	1,622,327	1,686,611	1,765,941
Other Revenues from GF Sources	310,973	284,811	813,740	1,015,729	1,046,201	1,077,587
<b>Total Revenues</b>	<b>40,524,684</b>	<b>47,843,326</b>	<b>45,974,318</b>	<b>48,458,314</b>	<b>50,563,514</b>	<b>52,414,171</b>
<b>Expenditures</b>						
Director's Office	(4,789,633)	(6,030,504)	(5,914,792)	(5,417,245)	(6,167,214)	(6,475,575)
Building Services	(32,703,161)	(37,000,402)	(36,006,723)	(37,232,135)	(38,402,071)	(41,740,100)
Capital Planning and Development	(3,657,562)	(3,751,259)	(3,593,142)	(3,647,310)	(3,829,676)	(4,021,159)
Print Shop Operations (new in 2008)		(1,105,295)	(1,189,815)	(1,503,515)	(1,586,611)	(1,665,941)
Encumbrance Carryover			Included above			
Supplemental Requests						
<b>Total Expenditures</b>	<b>(41,150,356)</b>	<b>(47,887,460)</b>	<b>(46,704,472)</b>	<b>(47,800,205)</b>	<b>(49,985,571)</b>	<b>(53,902,775)</b>
Estimated Underexpenditures <sup>5</sup>		239,437	Included above			
<b>Other Fund Transactions</b>						
Impaired Investment <sup>6</sup>			(31,920)			
<b>Total Other Fund Transactions</b>	-	-	<b>(31,920)</b>	-	-	-
<b>Ending Fund Balance</b>	1,461,028	1,411,858	698,954	1,357,062	1,935,005	446,401
<b>Less: Reserves &amp; Designations</b>						
Encumbrance Carryover	(253,128)					
Reappropriation Request						
<b>Total Reserves &amp; Designations</b>	<b>(253,128)</b>	-	-	-	-	-
<b>Ending Undesignated Fund Balance</b>	<b>1,207,900</b>	<b>1,411,858</b>	<b>698,954</b>	<b>1,357,062</b>	<b>780,487</b>	<b>(16,447)</b>
<b>Target Fund Balance (6% of Revenues)</b>	<b>2,431,481</b>	<b>2,870,600</b>	<b>2,758,459</b>	<b>2,907,499</b>	<b>3,033,811</b>	<b>3,144,850</b>

**Financial Plan Notes:**

<sup>1</sup>Balanced to 2007 CAFR and 14th Month ARMS/IBIS

<sup>2</sup>2008 Council Adopted Budget

<sup>3</sup>Revenues and expenditures as reported in the Q2 08 report to OMB as adjusted for projections based on Aug 08 actuals.

<sup>4</sup>Expenses plus FMD burden are assumed to be 100% reimbursed via interfund transfers. Out-year Print Shop revenues are projected at expenditures plus \$100K overhead.

<sup>5</sup>Through 2008 FMD assumed a 0.5% underexpenditure in building operations which did not have an offsetting reduction in revenues. The budgeting of a 3% vacancy contra in Building Services starting in 2009 replaces this separately listed underexpenditure.

<sup>6</sup>At year end 2007 the county investment pool held investments that became impaired. This adjustment reflects an unrealized loss for these impaired investments

**2009 Proposed Budget for Real Estate Services  
0010/0440**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	3,409,506	28.00	0.00
<b>GG</b>	<i>Status Quo**</i>	149,250	0.00	0.00
	<b>Status Quo Budget</b>	<b>3,558,756</b>	<b>28.00</b>	<b>0.00</b>
	<b>Contra Add</b>	114,167		
<b>Increased Revenue</b>				
<i>DS01</i>	<i>Fee and Permits Increase - 472,550</i>	0	0.00	0.00
		<b>0</b>	<b>0.00</b>	<b>0.00</b>
<b>Technical Adjustment</b>				
<i>TA50</i>	<i>Revenue Adjustment</i>	0	0.00	0.00
<i>CR01</i>	<i>Flexible Benefits Charge</i>	(13,104)	0.00	0.00
<i>CR06</i>	<i>Healthy Workplace Fund</i>	(700)	0.00	0.00
<i>CR07</i>	<i>Technology Services Operations and Maintenance Charge</i>	34	0.00	0.00
<i>CR08</i>	<i>Technology Services Infrastructure Charge</i>	(3,385)	0.00	0.00
<i>CR09</i>	<i>Geographic Information Systems Charge</i>	70	0.00	0.00
<i>CR10</i>	<i>Office of Information Resource Management Charge</i>	(545)	0.00	0.00
<i>CR11</i>	<i>Telecommunications Services</i>	6,433	0.00	0.00
<i>CR12</i>	<i>Telecommunications Overhead</i>	(245)	0.00	0.00
<i>CR13</i>	<i>Motor Pool Usage Charge</i>	(2,421)	0.00	0.00
<i>CR16</i>	<i>Radio Access</i>	8	0.00	0.00
<i>CR19</i>	<i>Radio Reserve Program</i>	(202)	0.00	0.00
<i>CR23</i>	<i>Facility Custodial Services</i>	5,926	0.00	0.00
<i>CR24</i>	<i>Copy Center</i>	(7,651)	0.00	0.00
<i>CR25</i>	<i>Financial Services Charge</i>	(4,731)	0.00	0.00
<i>CR26</i>	<i>Retirement Rate Adjustment</i>	846	0.00	0.00
<i>CR27</i>	<i>Industrial Insurance Rate Adjustment</i>	(804)	0.00	0.00
<i>CR35</i>	<i>1.5% Underexpenditure</i>	(6,571)	0.00	0.00
<i>CR37</i>	<i>Strategic Initiative Fee</i>	188	0.00	0.00
<i>CR39</i>	<i>COLA Adjustment</i>	48,067	0.00	0.00
<i>CR41</i>	<i>Non Represented COLA Contra</i>	(11,160)	0.00	0.00
<i>CR42</i>	<i>Non Represented Merit Contra</i>	(10,713)	0.00	0.00
<i>CR43</i>	<i>Represented Labor Strategy Contra</i>	(92,466)	0.00	0.00
		<b>(93,126)</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Change Items in 2009</b>	<b>(93,126)</b>	<b>0.00</b>	<b>0.00</b>
	<b>2009 Proposed Budget</b>	<b>3,579,797</b>	<b>28.00</b>	<b>0.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

## ***GENERAL GOVERNMENT PROGRAM PLAN***

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### **Real Estate Services**

The total 2009 Executive Proposed Budget for Real Estate Services is \$3,579,797 and provides funding for 28.00 FTEs.

#### **Revenue Backed**

**Fee and Permit Increase – Increase in Revenue \$472,550.** This proposal increases Franchise Fees, Special Use, Right of Way Construction and Over Legal Moving Permits as well as creates a new fee for Property Easements. The increase to the fees and permits is the first since 2002 and will establish a full cost recovery business model for the Real Estate Services Section.

<b>Type of Permit or Fee</b>	<b>Current Charge</b>	<b>2009 Proposed Budget Charge</b>
Right of Way Construction Permit	\$100	\$200
Special Use Permit	\$85	\$500
Franchise Fee	\$1,400	\$2,500
Over Legal Moving Permit		
Up to 16 feet wide	\$10	\$200
Up to 29 feet wide	\$15	\$250
Up to 30 feet wide	\$25	\$300
Property Easement	-	\$3,000

#### **Technical Adjustments**

**Non Represented COLA and Merit Contra – (\$21,873).** In keeping with the County Executive's policy to achieve salary savings to help close the 2009 General Fund deficit, \$21,873 is saved by assuming no merit increase and by holding COLA at 3 percent for non-represented employees.

**Represented Labor Strategy Contra – (\$92,466).** To reflect the expected agreement between the County Executive and county labor union representatives on potential savings for 2009, the Executive Proposed Budget assumes \$92,466 in savings.

**COLA Adjustment – \$48,067.** COLA was increased from 3.53 to 5.50 percent, resulting in a \$48,067 increase from PSQ.

**Central Rate Adjustments – (\$26,854).** A net decrease in central rates is reflected in the proposed budget. Major components of the decrease include the Flexible Benefit and Copy Center charges.

**2009 Proposed Budget for Human Resources Management  
0010/0420**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	9,676,553	67.00	3.00
<b>GG</b>	<i>Status Quo**</i>	492,915	0.50	0.00
	<b>Status Quo Budget</b>	<b>10,169,468</b>	<b>67.50</b>	<b>3.00</b>
	<b>Contra Add</b>	261,031		
<b>Change in Administrative Need</b>				
AS01	Reduction of Human Resources Senior Manager	(129,340)	(1.00)	0.00
AS02	Account Consolidations and Reductions	(125,000)	0.00	0.00
AS03	Reduction in Scope of Employee Performance and Accountability Project	(209,143)	0.00	(0.50)
PC01	Addition of Program/Project Manager III to Layoff Recall	95,388	0.00	1.00
		<b>(368,095)</b>	<b>(1.00)</b>	<b>0.50</b>
<b>Increased Efficiencies/Reduced Costs</b>				
DS01	Reduction of Program/Project Manager III - Training	(109,899)	0.00	(1.00)
DS02	Reduction of Human Resources Analyst - Recruiter	(97,335)	(1.00)	0.00
DS03	Reduction of Loan-In TLT Position	0	0.00	(1.00)
DS04	Reduction of Human Resources Service Delivery Manager II	(140,933)	(1.00)	0.00
DS05	Reduction of Human Resources Service Delivery Manager III	(114,589)	(1.00)	0.00
DS06	Reduction of Labor Analyst	(107,305)	(1.00)	0.00
		<b>(570,061)</b>	<b>(4.00)</b>	<b>(2.00)</b>
<b>Technical Adjustment</b>				
TA02	Reduction of Miscellaneous Accounts	(15,000)	0.00	0.00
CR01	Flexible Benefits Charge	(30,888)	0.00	0.00
CR06	Healthy Workplace Fund	(1,763)	0.00	0.00
CR07	Technology Services Operations and Maintenance Charge	(413)	0.00	0.00
CR08	Technology Services Infrastructure Charge	(11,929)	0.00	0.00
CR09	Geographic Information Systems Charge	3	0.00	0.00
CR10	Office of Information Resource Management Charge	(1,216)	0.00	0.00
CR11	Telecommunications Services	(3,789)	0.00	0.00
CR12	Telecommunications Overhead	(1,173)	0.00	0.00
CR13	Motor Pool Usage Charge	333	0.00	0.00
CR14	Facilities Management Space Charge	(38)	0.00	0.00
CR22	Long Term Leases	90,884	0.00	0.00
CR25	Financial Services Charge	52,828	0.00	0.00
CR26	Retirement Rate Adjustment	2,231	0.00	0.00
CR27	Industrial Insurance Rate Adjustment	(1,436)	0.00	0.00
CR35	1.5% Underexpenditure	(26,520)	0.00	0.00
CR36	Property Services Lease Administration Fee	1,209	0.00	0.00
CR37	Strategic Initiative Fee	474	0.00	0.00
CR39	COLA Adjustment	97,242	0.00	0.00
CR41	Non Represented COLA Contra	(120,998)	0.00	0.00
CR42	Non Represented Merit Contra	(118,578)	0.00	0.00
CR43	Represented Labor Strategy Contra	(139,628)	0.00	0.00
		<b>(228,165)</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Change Items in 2009</b>	<b>(1,166,321)</b>	<b>(5.00)</b>	<b>(1.50)</b>
	<b>2009 Proposed Budget</b>	<b>9,264,178</b>	<b>62.50</b>	<b>1.50</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

## ***GENERAL GOVERNMENT PROGRAM PLAN***

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### **Human Resources Division (HRD)**

The total 2009 Executive Proposed Budget for the Human Resources Division (HRD) is \$9,264,178 with 62.50 FTEs and 1.50 TLTs.

#### **Change in Administrative Need**

**Reduction of Human Resources Senior Manager – (\$129,340) / (1.00) FTE.** This proposal eliminates the HR Senior Manager position. The workload associated with this position will be distributed to the remaining management staff in the Director's Office.

**Account Consolidations and Reductions – (\$125,000).** This proposal places all operation and maintenance accounts under the Director's Office to reflect the manner in which the funds have been historically administered. The proposal includes partial reductions to three accounts in two cost centers including consulting, professional services and advertising.

**Reduction in Scope of Employee Performance and Accountability Project (EPAS) – (\$209,143) / (0.50) TLT.** This proposal reduces the consulting budget and temporary positions assigned to EPAS in the third and final year of the project. Program design and project implementation phases are complete and existing HRD staff will coordinate remaining implementation on a department level basis.

**Addition of Program/Project Manager III to Layoff Recall – \$95,388 / 1.00 TLT.** This proposal ensures that the Layoff Recall Section will be able to assist county layoff employees in a variety of programs and services designed to assist in job placement and career development. Programs and services include priority placement referral to vacant King County positions, software and computer training and skills assessment.

#### **Increased Efficiencies/ Reduced Costs**

**Reduction of Program/Project Manager III – Training – (\$109,899) / (1.00) TLT.** This Proposal eliminates the third year of a three-year term-limited position that developed training materials for upper management. Work product from this position will be absorbed by the Training and Organizational Development manager and staff.

**Reduction of Human Resources Analyst – Recruiter – (\$97,335) / (1.00) FTE.** This proposal eliminates a currently vacant position that is used as a recruiter and coordinator of special recruitment projects. The county's recruiting ability has been enhanced by online recruiting through the NeoGOV service and individual departments continue to be responsible for their own recruiting through the decentralized human resources model.

**Reduction of Loan-In TLT Position - (1.00) TLT.** This proposal eliminates a three-year term-limited position that was approved through December 2008. The position is funded by another department and was included as a loan-in account in the 2009 PSQ Budget. This proposal eliminates both the position funding and the loan-in contra.

**Reduction of Human Resources Service Delivery Manager II – (\$140,933) / (1.00) FTE.** This proposal eliminates a vacant position that reports to the Human Resources Director and the Department of Judicial Administration. This position's workload is currently distributed to management staff in the Director's Office.

**Reduction of Human Resources Service Delivery Manager III – (\$114,589) / (1.00) FTE.** This proposal eliminates a vacant position in the Director's Office. The Deputy Director has taken on the workload associated with this position.

**Reduction of Labor Analyst – (\$107,305) / (1.00) FTE.** This proposal eliminates an occupied position in the Compensation Management Section (CMS). This position is responsible for reviewing classifications and compensation levels for county positions on a three-year cycle as required by county code. Workload will be divided among remaining CMS Labor Analysts.

## ***GENERAL GOVERNMENT PROGRAM PLAN***

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### **Technical Adjustments**

**Reduction of Miscellaneous Accounts – (\$15,000).** This proposal reduces budgeted account items in Alternative Dispute Resolution and Layoff Recall Sections without impacting program performance.

**Non Represented COLA and Merit Contra – (\$239,576).** In keeping with the County Executive's policy to achieve salary savings to help close the 2009 General Fund deficit, \$239,576 is saved by assuming no merit increase and by holding COLA at 3 percent for non-represented employees.

**Represented Labor Strategy Contra – (\$139,628).** To reflect the expected agreement between the County Executive and county labor union representatives on potential savings for 2009, the Executive Proposed Budget assumes \$139,628 in savings.

**COLA Adjustment – \$97,242.** COLA was increased from 3.53 to 5.50 percent, resulting in a \$97,242 increase from PSQ.

**Central Rate Adjustments – \$68,797.** A net increase in central rates is reflected in the proposed budget. Major components of the increase are Long Term Leases and Financial Services Charges.

**2009 Proposed Budget for Safety and Claims Management  
5420/0666**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	<i>36,842,405</i>	<i>28.00</i>	<i>1.00</i>
<b>GG</b>	<i>Status Quo**</i>	<i>(2,366,074)</i>	<i>0.00</i>	<i>0.00</i>
	<b>Status Quo Budget</b>	<b>34,476,331</b>	<b>28.00</b>	<b>1.00</b>
	<b>Contra Add</b>	<b>0</b>		
<b>Service Delivery Change</b>				
<i>RB01</i>	<i>Convert TLT Nurse Case Manager to FTE</i>	<i>0</i>	<i>1.00</i>	<i>(1.00)</i>
		<b>0</b>	<b>1.00</b>	<b>(1.00)</b>
<b>Technical Adjustment</b>				
<i>TA01</i>	<i>Balance Revenue to Essbase</i>	<i>0</i>	<i>0.00</i>	<i>0.00</i>
<i>TA02</i>	<i>Interest Earning Adjustment</i>	<i>0</i>	<i>0.00</i>	<i>0.00</i>
<i>CR01</i>	<i>Flexible Benefits Charge</i>	<i>(13,572)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR05</i>	<i>General Fund Overhead Adjustment</i>	<i>7,183</i>	<i>0.00</i>	<i>0.00</i>
<i>CR06</i>	<i>Healthy Workplace Fund</i>	<i>(725)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR07</i>	<i>Technology Services Operations and Maintenance Charge</i>	<i>104</i>	<i>0.00</i>	<i>0.00</i>
<i>CR08</i>	<i>Technology Services Infrastructure Charge</i>	<i>(1,414)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR10</i>	<i>Office of Information Resource Management Charge</i>	<i>(255)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR11</i>	<i>Telecommunications Services</i>	<i>(389)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR12</i>	<i>Telecommunications Overhead</i>	<i>964</i>	<i>0.00</i>	<i>0.00</i>
<i>CR13</i>	<i>Motor Pool Usage Charge</i>	<i>3,186</i>	<i>0.00</i>	<i>0.00</i>
<i>CR14</i>	<i>Facilities Management Space Charge</i>	<i>(2,928)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR15</i>	<i>Insurance Charges</i>	<i>(1,938)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR20</i>	<i>Prosecuting Attorney Civil Division Charge</i>	<i>5,899</i>	<i>0.00</i>	<i>0.00</i>
<i>CR25</i>	<i>Financial Services Charge</i>	<i>59,962</i>	<i>0.00</i>	<i>0.00</i>
<i>CR26</i>	<i>Retirement Rate Adjustment</i>	<i>812</i>	<i>0.00</i>	<i>0.00</i>
<i>CR27</i>	<i>Industrial Insurance Rate Adjustment</i>	<i>(873)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR37</i>	<i>Strategic Initiative Fee</i>	<i>195</i>	<i>0.00</i>	<i>0.00</i>
<i>CR39</i>	<i>COLA Adjustment</i>	<i>45,176</i>	<i>0.00</i>	<i>0.00</i>
<i>CR41</i>	<i>Non Represented COLA Contra</i>	<i>(7,939)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR42</i>	<i>Non Represented Merit Contra</i>	<i>(7,622)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR43</i>	<i>Represented Labor Strategy Contra</i>	<i>(49,713)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR46</i>	<i>Countywide Strategic Technology Projects</i>	<i>(6,451)</i>	<i>0.00</i>	<i>0.00</i>
		<b>29,662</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Change Items in 2009</b>	<b>29,662</b>	<b>1.00</b>	<b>(1.00)</b>
	<b>2009 Proposed Budget</b>	<b>34,505,993</b>	<b>29.00</b>	<b>0.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

**GENERAL GOVERNMENT PROGRAM PLAN**

**Safety and Claims Management**

The total 2008 Executive Proposed Budget for the Safety and Claims Management appropriation unit is \$34,505,993 and staffed by 29.00 FTEs.

**Service Delivery Change**

**Convert TLT Nurse Case Manager to FTE – 1.00 FTE / (1.00) TLT.** This proposal converts a term-limited Nurse Case Manager position to a regular fulltime position. This position was proposed as a pilot in 2008 and has proven to be cost effective, producing savings from the disability cash awards review program and directly reducing the amount paid to outside Nurse Case Managers for the medical utilization review function. In addition this position has provided readily available expert medical advice to the worker’s compensation claims officers, attorneys and disability services specialists.

**Technical Adjustments**

**Non Represented COLA and Merit Contra – (\$15,561).** In keeping with the County Executive’s policy to achieve salary savings to help close the 2009 General Fund deficit, \$15,561 is saved by assuming no merit increase and by holding COLA at 3 percent for non-represented employees.

**Represented Labor Strategy Contra – (\$49,713).** To reflect the expected agreement between the County Executive and county labor union representatives on potential savings for 2009, the Executive Proposed Budget assumes \$49,713 in savings.

**COLA Adjustment – \$45,176.** COLA was increased from 3.53 to 5.50 percent, resulting in a \$45,176 increase from PSQ.

**Central Rate Adjustments – \$49,760.** A net increase in central rates is reflected in the proposed budget. The major components of this increase are the Financial Services and Motor Pool Charges.

Safety and Claims/5420

	2007 Actual 1	2008 Adopted 2	2008 Estimated	2009 Proposed	2010 Projected	2011 Projected
<b>Beginning Fund Balance</b>	23,128,691	31,068,798	37,873,901	45,140,080	54,958,053	66,151,994
<b>Revenues</b>						
* Charges for Services <sup>3</sup>	38,374,659	40,305,342	40,305,342	40,278,357	43,500,626	46,980,676
* Miscellaneous Revenue	809,219	744,053	744,053	930,609	930,609	930,609
* Interest Income	859,066	1,250,000	1,200,000	1,115,000	1,350,000	1,650,000
<b>Total Revenues</b>	<b>40,042,943</b>	<b>42,299,395</b>	<b>42,249,395</b>	<b>42,323,966</b>	<b>45,781,235</b>	<b>49,561,285</b>
<b>Expenditures</b>						
* Operating Expenditures						
* Operating Expenditures	(25,297,733)	(34,842,405)	(34,842,405)	(32,505,993)	(34,587,293)	(36,835,467)
* Expenditure Contingency		(2,000,000)		(2,000,000)	(2,000,000)	(2,000,000)
<b>Total Expenditures</b>	<b>(25,297,733)</b>	<b>(36,842,405)</b>	<b>(34,842,405)</b>	<b>(34,505,993)</b>	<b>(36,587,293)</b>	<b>(38,835,467)</b>
Estimated Underexpenditures	-	2,000,000	-	2,000,000	2,000,000	2,000,000
<b>Other Fund Transactions</b>						
* Impaired Investments <sup>4</sup>			(140,811)			
* Prior Period Adjustments						
<b>Total Other Fund Transactions</b>	<b>-</b>	<b>-</b>	<b>(140,811)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Ending Fund Balance</b>	<b>37,873,901</b>	<b>38,525,788</b>	<b>45,140,080</b>	<b>54,958,053</b>	<b>66,151,994</b>	<b>78,877,812</b>
<b>Less: Reserves &amp; Designations</b>						
* Reserve for Business Continuity						
* Worker's Compensation Claim Liabilities	(49,629,177)	(58,595,328)	(63,751,717)	(65,247,658)	(71,570,018)	(77,653,470)
* Worker's Compensation Claim Reserve Shortfall	(11,755,276)	(20,069,540)	(18,611,637)	(10,289,605)	(5,418,024)	1,224,342
<b>Total Reserves &amp; Designations</b>	<b>37,873,901</b>	<b>38,525,788</b>	<b>45,140,080</b>	<b>54,958,053</b>	<b>66,151,994</b>	<b>(77,653,470)</b>
<b>Ending Undesignated Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Target Fund Balance</b>	<b>49,629,177</b>	<b>58,595,328</b>	<b>63,751,717</b>	<b>65,247,658</b>	<b>71,570,018</b>	<b>77,653,470</b>

**Financial Plan Notes:**

<sup>1</sup>Actuals are from the 2007 14th Month ARMS/IBIS

<sup>2</sup>2008 Council Adopted Budget.

<sup>3</sup>2010 and 2011 charges are projected to increase 8% annually.

<sup>4</sup>At year end 2007 the county investment pool held investments that became impaired. This adjustment reflects an unrealized loss for these impaired investments

2009 Proposed Budget for Employee Benefits

Code	Item Description	Expenditures	FTEs *	TLTs
<b>Program Area</b>				
	2008 Adopted	197,647,837	11.00	2.00
<b>GG</b>	Status Quo**	17,615,630	0.00	0.00
	<b>Status Quo Budget</b>	<b>215,263,467</b>	<b>11.00</b>	<b>2.00</b>
	<b>Contra Add</b>	<b>0</b>		
<b>Change in Administrative Need</b>				
AS02	Reduction to Postage Account	(7,000)	0.00	0.00
RB01	Health Reform Initiative Program	0	1.00	(1.00)
		<b>(7,000)</b>	<b>1.00</b>	<b>(1.00)</b>
<b>Increased Efficiencies/Reduced Costs</b>				
DS01	Health Reform Initiative Program Reductions	(290,000)	0.00	0.00
DS02	Employee Assistance Program Reduction	(15,000)	0.00	0.00
DS03	Reduce Health Matters Newsletter Publications from 12 to 8 Issues per Year	(60,000)	0.00	0.00
		<b>(365,000)</b>	<b>0.00</b>	<b>0.00</b>
<b>Technical Adjustment</b>				
TA10	Adjustment to Expenditures Based on Actuarial Projections	(840,530)	0.00	0.00
TA50	Balance Revenue to Essbase	0	0.00	0.00
CR01	Flexible Benefits Charge	(6,084)	0.00	0.00
CR05	General Fund Overhead Adjustment	15,403	0.00	0.00
CR06	Healthy Workplace Fund	(325)	0.00	0.00
CR07	Technology Services Operations and Maintenance Charge	43	0.00	0.00
CR08	Technology Services Infrastructure Charge	(1,598)	0.00	0.00
CR10	Office of Information Resource Management Charge	(562)	0.00	0.00
CR11	Telecommunications Services	(674)	0.00	0.00
CR12	Telecommunications Overhead	(318)	0.00	0.00
CR13	Motor Pool Usage Charge	139	0.00	0.00
CR14	Facilities Management Space Charge	3,822	0.00	0.00
CR15	Insurance Charges	(1,004)	0.00	0.00
CR24	Copy Center	(23,670)	0.00	0.00
CR25	Financial Services Charge	1,754	0.00	0.00
CR26	Retirement Rate Adjustment	420	0.00	0.00
CR27	Industrial Insurance Rate Adjustment	(286)	0.00	0.00
CR37	Strategic Initiative Fee	87	0.00	0.00
CR39	COLA Adjustment	23,642	0.00	0.00
CR41	Non Represented COLA Contra	(21,334)	0.00	0.00
CR42	Non Represented Merit Contra	(20,481)	0.00	0.00
CR43	Represented Labor Strategy Contra	(9,036)	0.00	0.00
CR46	Countywide Strategic Technology Projects	(2,892)	0.00	0.00
		<b>(883,484)</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Change Items in 2009</b>	<b>(1,255,484)</b>	<b>1.00</b>	<b>(1.00)</b>
	<b>2009 Proposed Budget</b>	<b>214,007,983</b>	<b>12.00</b>	<b>1.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

**Employee Benefits**

The total 2009 Executive Proposed Budget for the Employee Benefits Program is \$214,007,983, staffed by 12.00 FTEs and 1.00 TLT.

**Change in Administrative Need**

**Reduction to Postage Account – (\$7,000).** This proposal reduces the postage account and has no impact on program performance.

**Health Reform Initiative Program – (1.00) TLT / 1.00 FTE.** This proposal has no fiscal impact and converts a term-limited position to a regular fulltime position. The incumbent in this position edits the newsletter, writes portions of the Measurement and Evaluation report, and is a key communications liaison with the Joint Labor and Management Insurance Committee and Puget Sound Health Alliance.

**Increased Efficiencies/Reduced Costs**

**Health Reform Initiative Program Reductions – (\$290,000).** This proposal reduces the Medication Management Therapy Program, the department contribution to a federal lobbyist and funding for computer equipment for measurement and evaluation. The Medication Management Therapy Program is being eliminated because it does not provide the intended cost savings. In addition, the program duplicates services provided through Aetna and Group Health. The department contribution to the federal lobbyist is reduced from \$60,000 to \$30,000. To date there has been no tangible return on the Benefits Fund investment. The reduction to the equipment funding for the measurement and evaluation effort is possible as the initial installations have been completed.

**Employee Assistance Program Reduction – (\$15,000).** This proposal eliminates funding for sick child daycare offered by the Tender Loving Care program at Virginia Mason. This program is a community-wide service and will remain available to employees at a self-pay rate of \$100 per day.

**Reduce Health Matters Newsletter from 12 Issues per Year to 8 – (\$60,000).** This proposal reduces the frequency of publications of the Health Matters Newsletter from 12 monthly issues to eight as well as eliminates the budget for additional inserts and supplements.

**Technical Adjustment**

**Adjustment to Expenditures Based on Actuarial Projections - (\$840,530).** This item adjusts self-insured benefits claims payments and insured premium expenditures to account for revised actuarial and enrollment estimates.

**Non Represented COLA and Merit Contra – (\$41,815).** In keeping with the County Executive's policy to achieve salary savings to help close the 2009 General Fund deficit, \$41,815 is saved by assuming no merit increase and by holding COLA at 3 percent for non-represented employees.

**Represented Labor Strategy Contra – (\$9,036).** To reflect the expected agreement between the County Executive and county labor union representatives on potential savings for 2009, the Executive Proposed Budget assumes \$9,036 in savings.

**COLA Adjustment – \$23,642.** COLA was increased from 3.53 to 5.50 percent, resulting in a \$23,642 increase from PSQ.

**Central Rate Adjustments - (\$15,745).** A net decrease in central rates is reflected in the proposed budget. The major components of the decrease are the Copy Center and the Flexible Benefits Charges.

**GENERAL GOVERNMENT PROGRAM PLAN**

**Employee Benefits / 5500**

	2007 Actual <sup>1</sup>	2008 Adopted <sup>2</sup>	2008 Estimated <sup>3</sup>	2009 Proposed <sup>4</sup>	2010 Projected	2011 Projected
<b>Beginning Fund Balance</b>	<b>19,615,905</b>	<b>23,343,646</b>	<b>30,943,321</b>	<b>34,846,541</b>	<b>28,842,665</b>	<b>25,419,005</b>
<b>Revenues</b>						
* Flexrate Recovery <sup>7</sup>	163,218,962	173,602,272	175,749,392	180,143,127	198,157,439	217,973,183
* Sheriff Flexrate Recovery <sup>5</sup>				11,467,404	12,614,144	13,875,559
* Interest Revenue	729,118	850,000	1,000,000	751,000	680,000	650,000
* Other Non-Flexrate Revenue	19,988,389	23,799,213	24,862,524	15,503,797	16,836,038	18,469,133
* Enrollment Contingency						
<b>Total Revenues</b>	<b>183,936,469</b>	<b>198,251,485</b>	<b>201,611,916</b>	<b>207,865,328</b>	<b>228,287,621</b>	<b>250,967,875</b>
<b>Expenditures</b>						
* Insurance Premiums	(167,649,769)	(187,804,854)	(191,708,327)	(194,757,407)	(211,539,640)	(231,985,226)
* Sheriff Insurance Premiums				(9,722,466)	(10,550,059)	(11,567,980)
* Benefits Administration	(5,524,133)	(6,259,050)	(6,000,368)	(5,564,458)	(5,638,944)	(5,920,892)
* Sheriff Administration				(379,719)	(398,705)	(418,640)
* Reserve/Contingency		(3,583,933)		(3,583,933)	(3,583,933)	(3,583,933)
* Omnibus & Carryover						
<b>Total Expenditures</b>	<b>(173,173,902)</b>	<b>(197,647,837)</b>	<b>(197,708,695)</b>	<b>(214,007,983)</b>	<b>(231,711,281)</b>	<b>(253,476,670)</b>
<b>Estimated Underexpenditures</b>						
<b>Other Fund Transactions</b>						
* Impaired Investment <sup>8</sup>			(123,261)			
<b>Total Other Fund Transactions</b>						
<b>Ending Fund Balance</b>	<b>30,378,472</b>	<b>23,947,294</b>	<b>34,723,280</b>	<b>28,842,665</b>	<b>25,419,005</b>	<b>22,910,211</b>
<b>Less: Reserves &amp; Designations</b>						
* Reserved for Encumbrance Carryover						
* Incurred But Not Reported (IBNR)	(13,872,000)	(15,536,445)	(16,054,408)	(18,668,736)	(20,274,247)	(22,240,849)
* IBNR Shortfall						
* Rate Stabilization Reserve	(16,506,472)	(8,410,849)	(18,668,872)	(10,173,929)	(5,144,758)	(669,361)
* Claims Fluctuation Reserve (CFR)						
* CFR Shortfall						
<b>Total Reserves &amp; Designations</b>	<b>(30,378,472)</b>	<b>(23,947,294)</b>	<b>(34,723,280)</b>	<b>(28,842,665)</b>	<b>(25,419,005)</b>	<b>(22,910,211)</b>
<b>Ending Undesignated Fund Balance</b>						
<b>Target Fund Balance</b> <sup>6</sup>	<b>30,378,472</b>	<b>23,947,294</b>	<b>34,723,280</b>	<b>28,842,665</b>	<b>25,419,005</b>	<b>22,910,211</b>

**Financial Plan Notes:**

<sup>1</sup> Actuals are from 14th Month ARMS/IBIS

<sup>2</sup> 2008 Council Adopted Budget.

<sup>3</sup> Flex rate for 2009 Proposed in based on August 2008 actuary report, flex rate of \$1,171 per FTE per month with FTE enrollment of 12,823.

<sup>4</sup> 2009 Proposed Insurance Premiums are based on August 2008 actuary report.

<sup>5</sup> Sheriff flex rate for 2009 proposed in based on August 2008 actuary report, flex rate of \$1,391 per FTE per month with FTE enrollment of 687.

<sup>6</sup> Target Fund Balance is equal to the sum of IBNR and the rate stabilization reserve.

<sup>7</sup> The flex rate percent increase in 2010 and 2011 reflects actuarial data based on current benefit plan design, negotiations with the Joint Labor Management Insurance Committee are ongoing.

<sup>8</sup> At year end 2007 the county investment pool held investments that became impaired. This adjustment reflects an unrealized loss for these impaired investments

**2009 Proposed Budget for Executive Services -  
Administration 0010/0417**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	2,769,177	19.50	0.00
<b>GG</b>	<i>Status Quo**</i>	17,888	0.00	0.00
	<b>Status Quo Budget</b>	<b>2,787,065</b>	<b>19.50</b>	<b>0.00</b>
	<b>Contra Add</b>	91,656		
<b>Change in Administrative Need</b>				
AS01	OCR - Civil Rights Specialist II	(118,473)	(1.50)	0.00
		<b>(118,473)</b>	<b>(1.50)</b>	<b>0.00</b>
<b>Increased Efficiencies/Reduced Costs</b>				
AS02	Administrative Services Manager - FTE Reduction	(121,920)	(1.00)	0.00
AS03	Public Disclosure Funding Change	(123,821)	0.00	0.00
		<b>(245,741)</b>	<b>(1.00)</b>	<b>0.00</b>
<b>Technical Adjustment</b>				
CR01	Flexible Benefits Charge	(7,956)	0.00	0.00
CR06	Healthy Workplace Fund	(488)	0.00	0.00
CR07	Technology Services Operations and Maintenance Charge	(4,493)	0.00	0.00
CR08	Technology Services Infrastructure Charge	(553)	0.00	0.00
CR09	Geographic Information Systems Charge	(20,196)	0.00	0.00
CR10	Office of Information Resource Management Charge	(379)	0.00	0.00
CR11	Telecommunications Services	(10,976)	0.00	0.00
CR12	Telecommunications Overhead	(4,634)	0.00	0.00
CR13	Motor Pool Usage Charge	205	0.00	0.00
CR14	Facilities Management Space Charge	18,723	0.00	0.00
CR16	Radio Access	16	0.00	0.00
CR19	Radio Reserve Program	(796)	0.00	0.00
CR21	Debt Service Adjustment	526	0.00	0.00
CR22	Long Term Leases	(41,496)	0.00	0.00
CR23	Facility Custodial Services	(1,000)	0.00	0.00
CR24	Copy Center	(5,191)	0.00	0.00
CR25	Financial Services Charge	(2,511)	0.00	0.00
CR26	Retirement Rate Adjustment	572	0.00	0.00
CR27	Industrial Insurance Rate Adjustment	(372)	0.00	0.00
CR35	Underexpenditure Contra	252	0.00	0.00
CR36	Property Services Lease Administration Fee	22	0.00	0.00
CR37	Strategic Initiative Fee	131	0.00	0.00
CR39	COLA Adjustment	20,590	0.00	0.00
CR41	Non Represented COLA Contra	(41,440)	0.00	0.00
CR42	Non Represented Merit Contra	(39,782)	0.00	0.00
		<b>(141,226)</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Change Items in 2009</b>	<b>(505,440)</b>	<b>(2.50)</b>	<b>0.00</b>
	<b>2009 Proposed Budget</b>	<b>2,373,281</b>	<b>17.00</b>	<b>0.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

**Department of Executive Services (DES) Administration**

The total 2009 Executive Proposed budget for DES Administration is \$2,373,281 and includes funding for 17.00 FTEs. This agency includes the Department of Executive Services Administrative Office, the Board of Ethics, the Office of Civil Rights and the Civil Rights Commission.

**Change in Administrative Need**

**OCR – Civil Right Specialist II – (\$118,473) / (1.50) FTEs.** This proposal eliminates a vacant Civil Rights position and converts one current staff member to half time. There are no significant workload issues with this proposed reduction. The Office of Civil Rights (OCR) caseload has decreased annually, attributable partly to annexations. The eliminated position handled employment enforcement, and those cases have declined from a peak in 1994 of 42 cases, to just eight cases in 2007. The position being converted to half time worked on Title VI issues, and this caseload has also been reduced over the past few years and now only justifies a half-time position.

**Increase Efficiencies/Reduced Costs**

**Administrative Services Manager Reduction – (\$121,920) / (1.00 ) FTE.** This position has been vacant for approximately one year. The position duties have been backfilled by other employees while the former incumbent was temporarily assigned to the Records, Elections, and Licensing Division. The department will continue to share responsibilities to accomplish the work.

**Public Disclosure Funding Change – (\$123,821).** This proposal transfers funding for the Public Disclosure Officer (PDO) position from the DES Administration to the Recorder’s Operation and Maintenance fund. As the Recorder’s O&M project – the Electronic Records Management System (ERMS) - moves toward implementation in 2009 for executive agencies, and 2010 for agencies with separately elected officials, an ever increasing volume of the records required to be available for public disclosure will be in an electronic format. This proposal seeks to better align funding for the PDO position with the shift in historical records management due to the ERMS project.

**Technical Adjustments**

**Non-Represented COLA / Merit Contra – (\$81,222).** In keeping with the County Executive’s policy to achieve salary savings to help close the 2009 General Fund deficit, \$81,222 is saved in DES Administration by assuming no merit increase and by holding COLA at 3 percent for non-represented employees.

**COLA - \$20,590.** The cost of living adjustment (COLA) was increased from 3.53 to 5.50 percent, resulting in a \$3,385 increase from PSQ.

**Central Rate Adjustments – (\$80,594).** A net decrease in central rates is reflected in the 2009 proposed budget. Significant reductions occurred in the GIS Charge and the Long Term Leases account.

**2009 Proposed Budget for Records and Licensing Services  
0010/0470**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	<i>12,527,230</i>	<i>114.33</i>	<i>2.00</i>
<b>GG</b>	<i>Status Quo**</i>	<i>743,445</i>	<i>0.00</i>	<i>0.00</i>
	<b>Status Quo Budget</b>	<b>13,270,675</b>	<b>114.33</b>	<b>2.00</b>
	<b>Contra Add</b>	<b>881,041</b>		
<b>Change In County Policy</b>				
<i>AS02</i>	<i>Save Lives Pet Partnership</i>	<i>69,500</i>	<i>0.00</i>	<i>0.00</i>
<i>TA01</i>	<i>Division Administrative Support</i>	<i>84,012</i>	<i>1.50</i>	<i>0.00</i>
		<b>153,512</b>	<b>1.50</b>	<b>0.00</b>
<b>Enhanced Policy Support</b>				
<i>AS04</i>	<i>Animal Care and Control Fee Increases</i>	<i>21,000</i>	<i>0.00</i>	<i>0.00</i>
<i>RB03</i>	<i>Customer Requested Enhanced Field Services</i>	<i>284,112</i>	<i>4.00</i>	<i>0.00</i>
		<b>305,112</b>	<b>4.00</b>	<b>0.00</b>
<b>Preservation Project</b>				
<i>RB04</i>	<i>Archiving Historic Kingdome Videos</i>	<i>104,059</i>	<i>0.00</i>	<i>0.00</i>
		<b>104,059</b>	<b>0.00</b>	<b>0.00</b>
<b>Revenue Adjustment</b>				
<i>TA50</i>	<i>Revenue Adjustment</i>	<i>0</i>	<i>0.00</i>	<i>0.00</i>
		<b>0</b>	<b>0.00</b>	<b>0.00</b>
<b>Technical Adjustment</b>				
<i>CR01</i>	<i>Flexible Benefits Charge</i>	<i>(58,032)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR06</i>	<i>Healthy Workplace Fund</i>	<i>(2,908)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR07</i>	<i>Technology Services Operations and Maintenance Charge</i>	<i>(527,455)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR08</i>	<i>Technology Services Infrastructure Charge</i>	<i>(46,040)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR10</i>	<i>Office of Information Resource Management Charge</i>	<i>(17,739)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR11</i>	<i>Telecommunications Services</i>	<i>(23,084)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR12</i>	<i>Telecommunications Overhead</i>	<i>(7,341)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR13</i>	<i>Motor Pool Usage Charge</i>	<i>(16,470)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR14</i>	<i>Facilities Management Space Charge</i>	<i>45,411</i>	<i>0.00</i>	<i>0.00</i>
<i>CR16</i>	<i>Radio Access</i>	<i>(401)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR17</i>	<i>Radio Maintenance</i>	<i>(297)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR18</i>	<i>Radio Direct Charges</i>	<i>805</i>	<i>0.00</i>	<i>0.00</i>
<i>CR19</i>	<i>Radio Reserve Program</i>	<i>(14,539)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR22</i>	<i>Long Term Leases</i>	<i>(49,259)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR23</i>	<i>Facility Custodial Services</i>	<i>(5,100)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR25</i>	<i>Financial Services Charge</i>	<i>(40,278)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR26</i>	<i>Retirement Rate Adjustment</i>	<i>2,629</i>	<i>0.00</i>	<i>0.00</i>
<i>CR27</i>	<i>Industrial Insurance Rate Adjustment</i>	<i>(6,512)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR35</i>	<i>Underexpenditure Contra</i>	<i>(25,053)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR36</i>	<i>Property Services Lease Administration Fee</i>	<i>(1,510)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR37</i>	<i>Strategic Initiative Fee</i>	<i>781</i>	<i>0.00</i>	<i>0.00</i>
<i>CR39</i>	<i>COLA Adjustment</i>	<i>151,445</i>	<i>0.00</i>	<i>0.00</i>
<i>CR41</i>	<i>Non Represented COLA Contra</i>	<i>(37,285)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR42</i>	<i>Non Represented Merit Contra</i>	<i>(35,794)</i>	<i>0.00</i>	<i>0.00</i>
<i>CR43</i>	<i>Represented Labor Strategy Contra</i>	<i>(369,985)</i>	<i>0.00</i>	<i>0.00</i>
		<b>(1,084,011)</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Change Items in 2009</b>	<b>(521,328)</b>	<b>5.50</b>	<b>0.00</b>
	<b>2009 Proposed Budget</b>	<b>13,630,388</b>	<b>119.83</b>	<b>2.00</b>

\* FTEs do not include temporaries or overtime.

## **GENERAL GOVERNMENT PROGRAM PLAN**

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*\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.*

## **GENERAL GOVERNMENT PROGRAM PLAN**

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### **Records and Licensing Services (RALs)**

The 2009 Executive Proposed budget for Records and Licensing Services is \$13,630,388 and includes funding for 119.83 FTEs and 2.00 TLTs.

#### **Change In County Policy**

**Save Lives Pet Partnership – \$69,500.** This proposal establishes a fine of \$125 for owners of unlicensed pets. There are an estimated 328,000 unlicensed pets in King County. Revenue would contribute to the animal care and control program and save pet lives.

**Division Administrative Support - \$84,012 and 1.50 FTEs.** This proposal annualizes a pending 2008 supplemental request for 1.5 positions. These positions are a confidential secretary and augmentation of human resources delivery manager. The positions are currently filled for the 2008 budget year and are consistent with the Records Elections and Licensing Reorganization report transmitted to council in March 2008.

#### **Enhanced Policy Support**

**Animal Care and Control Fee Increases - \$21,000.** This proposal increases the pet license for altered cats and dogs from \$20 to \$30, increasing revenue by \$1,045,050. The pet license for unaltered cats and dogs increases from \$60 to \$90, increasing revenue by \$154,080. In order to provide a greater incentive to license pets and as a marketing tool, \$21,000 is requested to enhance the value of spay/neuter vouchers. Legislation accomplishing these increases accompanies the 2009 Executive Proposed Budget.

**Customer Requested Enhanced Field Services - \$284,112, Increased Revenue of \$284,112, 4.00 FTEs.** This proposal annualizes a 2008 supplemental request. Five King County cities have requested enhanced field services in their jurisdictions: Auburn, Kirkland, SeaTac, Shoreline and Tukwila.

#### **Preservation Project**

**Archiving Historic Kingdome Videos - \$104,059.** This proposal is a one-time operational project to close out, organize and preserve nearly 6,000 photographs and 6,000 slides that capture the history of the Kingdome.

#### **Technical Adjustment**

**Central Rate Adjustments – (\$792,392).** A net decrease in central rates is reflected in the 2009 proposed budget. Technology Services Operations and Maintenance Charge, Flexible Benefits and Long-Term Lease rates decreased the most for RALS.

**COLA Adjustment - \$151,445.** COLA was increased from 3.53 to 5.50 percent, resulting in a \$876,689 increase from PSQ.

**Non-Represented COLA/ Merit Contra – (\$73,079).** In keeping with the County Executive's policy to achieve salary savings to help close the 2009 General Fund deficit, \$73,079 is saved in RALS by assuming no merit increase and by holding COLA at 3 percent for non-represented employees.

**Represented Labor Strategy Contra – (\$369,985).** To reflect the expected agreement between the County Executive and county labor union representatives on potential savings for 2009, the Executive Proposed Budget assumes \$369,985 in savings for RALS.

**GENERAL GOVERNMENT PROGRAM PLAN**

**2009 Proposed Budget for Elections 0010/0535**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	19,586,056	61.00	8.00
<b>GG</b>	<i>Status Quo**</i>	(1,192,615)	0.00	0.00
	<b>Status Quo Budget</b>	<b>18,393,441</b>	<b>61.00</b>	<b>8.00</b>
	<b>Contra Add</b>	704,545		
<b>Change in Administrative Need</b>				
PC01	Annualization of Administrative FTE due to RALS / Elections	0	1.00	0.00
		<b>0</b>	<b>1.00</b>	<b>0.00</b>
<b>Change in County Policy</b>				
AS02	In-house Mail Sorting and Ballot Tracking	(205,000)	0.00	0.00
DS01	Regional Voting Center (RVC) Consolidation	(587,088)	0.00	0.00
		<b>(792,088)</b>	<b>0.00</b>	<b>0.00</b>
<b>Increased Efficiencies/Reduced Costs</b>				
AS01	Postage Reduction	(225,000)	0.00	0.00
AS03	Overtime Reduction	(150,000)	0.00	0.00
AS04	Printing Reduction	(173,000)	0.00	0.00
AS05	Miscellaneous Services Reduction	(49,500)	0.00	0.00
AS06	Reduced Space Needs	(62,545)	0.00	0.00
		<b>(660,045)</b>	<b>0.00</b>	<b>0.00</b>
<b>Service Delivery Change</b>				
DS02	Reduced Call Center Staffing for Primary and General	(203,346)	0.00	0.00
		<b>(203,346)</b>	<b>0.00</b>	<b>0.00</b>
<b>Technical Adjustment</b>				
TA50	Revenue Adjustment	0	0.00	0.00
CR01	Flexible Benefits Charge	(32,994)	0.00	0.00
CR06	Healthy Workplace Fund	(1,725)	0.00	0.00
CR07	Technology Services Operations and Maintenance Charge	447,650	0.00	0.00
CR08	Technology Services Infrastructure Charge	66,264	0.00	0.00
CR09	Geographic Information Systems Charge	(540)	0.00	0.00
CR10	Office of Information Resource Management Charge	19,399	0.00	0.00
CR11	Telecommunications Services	40,269	0.00	0.00
CR12	Telecommunications Overhead	17,968	0.00	0.00
CR13	Motor Pool Usage Charge	(14,692)	0.00	0.00
CR14	Facilities Management Space Charge	13,058	0.00	0.00
CR25	Financial Services Charge	36,659	0.00	0.00
CR26	Retirement Rate Adjustment	2,210	0.00	0.00
CR27	Industrial Insurance Rate Adjustment	(1,706)	0.00	0.00
CR35	Underexpenditure Contra	(13,284)	0.00	0.00
CR37	Strategic Initiative Fee	463	0.00	0.00
CR38	Major Maintenance Repair Fund	265,128	0.00	0.00
CR39	COLA Adjustment	94,236	0.00	0.00
CR41	Non Represented COLA Contra	(35,375)	0.00	0.00
CR42	Non Represented Merit Contra	(33,960)	0.00	0.00
CR43	Represented Labor Strategy Contra	(187,171)	0.00	0.00
		<b>681,857</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Change Items in 2009</b>		<b>(973,622)</b>	<b>1.00</b>	<b>0.00</b>
<b>2009 Proposed Budget</b>		<b>18,124,364</b>	<b>62.00</b>	<b>8.00</b>

## **GENERAL GOVERNMENT PROGRAM PLAN**

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\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

## **Elections**

The 2009 Executive Proposed budget for Elections is \$18,124,364 and includes funding for 62.00 FTEs and 8.00 TLTs.

### **Change in Administrative Need**

**Annualization of Administrative FTE due to RALS/Elections Split – 1.00 FTE.** This proposal adds one fiscal specialist III to Elections to handle payroll and accounts payable processing. There is no net fiscal impact on the budget as the increase for the salary was offset by a reprioritization, reducing the funding budgeted for general temporary labor. This proposal is consistent with the Records Elections and Licensing Reorganization report that was transmitted to council in March 2008 and carries forward a 2008 supplemental request creating the position.

### **Change in County Policy**

**In-house Mail Sorting and Ballot Tracking – (\$205,000).** This proposal incorporates funding for the newly purchased mail handling equipment manufactured by Pitney Bowes into the budget. The equipment provides the county with the ability to bring in-house the sorting and batching of ballots that was previously contracted out. The system provides ballot tracking and accountability, with the ability for voters to track their ballot throughout the election process. The system provides functionality that was identified by council as a requirement for the transition to vote-by-mail.

**Regional Voting Center (RVC) Consolidation – (\$587,088).** This proposal provides funding for two 20-day RVCs during countywide elections. The reduction scales back funding from the prior level of one 20-day RVC and eleven 4-day RVCs.

### **Increased Efficiencies/Reduced Costs**

**Postage Reduction – (\$225,000).** This reduction proposal reflects postage savings from Vote by Mail (VBM). With VBM implementation, voter list maintenance will occur with each countywide election. New voter registration cards will no longer be required to be mailed for list maintenance. Voter registration cards will still be sent for other purposes, but the volume will decline significantly.

**Overtime Reduction – (\$150,000).** With the consolidation of Elections at the Earlington facility and the security systems in place, it is no longer necessary to provide Sheriff's Deputies for Elections security. Previously, security staffing was required on a 24/7 basis once ballots began arriving until certification was complete. The use of armed deputies augmented a lack of security infrastructure at the temporary ballot processing facility. The new facility includes significant security measures that will either prevent, or detect and record physical security threats. A single Sheriff Deputy will continue to have a presence during operating hours when voted ballots are being processed.

**Printing Reduction – (\$173,000).** This proposal reduces the available budget for printing for primary and general elections.

**Miscellaneous Services Reduction – (\$49,500).** This proposal reduces the available budget for miscellaneous services in support of the primary election.

**Reduced Space Needs – (\$62,545).** This proposal eliminates the budget for long-term leasing of office space that is no longer needed.

### **Service Delivery Change**

**Reduced Call Center Staffing for Primary and General Election – (\$203,346).** This proposal reduces staff hours to support the call center for both the Primary and General elections. Information is available via the web and by automated information directories. Wait time for those seeking staff

## ***GENERAL GOVERNMENT PROGRAM PLAN***

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assistance via telephone will increase.

### **Technical Adjustments**

**Non-Represented COLA / Merit Contra – (\$69,335).** In keeping with the County Executive's policy to achieve salary savings to help close the 2009 General Fund deficit, \$69,335 is saved in Elections by assuming no merit increase and by holding COLA at 3 percent for non-represented employees.

**Represented Labor Strategy Contra – (\$187,171).** To reflect the expected agreement between the County Executive and county labor union representatives on potential savings for 2009, the Executive Proposed Budget assumes \$187,171 in savings for Elections.

**COLA - \$94,236.** The cost of living adjustment (COLA) was increased from 3.53 to 5.50 percent, resulting in a \$94,236 increase from PSQ.

**Central Rate Adjustments - \$844,127.** A net increase in central rates is reflected in the 2009 proposed budget. The most significant increases are in Technology Services Operations and Maintenance Charge, and the Major Maintenance Repair Fund.

**2009 Proposed Budget for Recorder's Operation and  
Maintenance 1090/0471**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	3,188,600	8.50	2.00
<b>GG</b>	<i>Status Quo**</i>	(1,382,903)	0.00	0.00
	<b>Status Quo Budget</b>	<b>1,805,697</b>	<b>8.50</b>	<b>2.00</b>
	<b>Contra Add</b>	0		
<b>Expanded Service Delivery</b>				
TA01	Electronic Records Management System	1,264,895	0.00	0.00
		<b>1,264,895</b>	<b>0.00</b>	<b>0.00</b>
<b>Maintenance of Investment In Technology</b>				
TA02	Recorder's Equipment Replacement Plan	185,817	0.00	0.00
		<b>185,817</b>	<b>0.00</b>	<b>0.00</b>
<b>Technical Adjustment</b>				
TA04	Interest Earnings Adjustment 2.35%	0	0.00	0.00
TA50	Revenue	0	0.00	0.00
CR01	Flexible Benefits Charge	(4,914)	0.00	0.00
CR05	General Fund Overhead Adjustment	101,231	0.00	0.00
CR06	Healthy Workplace Fund	(263)	0.00	0.00
CR07	Technology Services Operations and Maintenance Charge	12,427	0.00	0.00
CR08	Technology Services Infrastructure Charge	(904)	0.00	0.00
CR09	Geographic Information Systems Charge	66	0.00	0.00
CR10	Office of Information Resource Management Charge	(204)	0.00	0.00
CR11	Telecommunications Services	3,659	0.00	0.00
CR12	Telecommunications Overhead	1,493	0.00	0.00
CR14	Facilities Management Space Charge	(6,685)	0.00	0.00
CR25	Financial Services Charge	(205)	0.00	0.00
CR26	Retirement Rate Adjustment	244	0.00	0.00
CR27	Industrial Insurance Rate Adjustment	(229)	0.00	0.00
CR37	Strategic Initiative Fee	71	0.00	0.00
CR39	COLA Adjustment	13,259	0.00	0.00
CR41	Non Represented COLA Contra	(5,884)	0.00	0.00
CR42	Non Represented Merit Contra	(5,649)	0.00	0.00
CR43	Represented Labor Strategy Contra	(10,858)	0.00	0.00
CR46	Countywide Strategic Technology Projects	(2,336)	0.00	0.00
		<b>94,319</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Change Items in 2009</b>	<b>1,545,031</b>	<b>0.00</b>	<b>0.00</b>
	<b>2009 Proposed Budget</b>	<b>3,350,728</b>	<b>8.50</b>	<b>2.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

**Recorder's Operation and Maintenance**

The 2009 Executive Proposed Budget for the Recorder's Operation and Maintenance (O&M) Fund is \$3,350,728 and includes funding for 8.50 FTEs and 2.00 TLTs.

**Expanded Service Delivery**

**Electronic Records Management System (ERMS) – \$1,264,895.** This proposal continues the rollout of the ERMS project for 2009. The current project is being beta-tested within sections of the Human Resources Division. The results of the beta-test will be used for implementation throughout the county. The project is responsible for countywide deployment of the county's electronic records management system and provides increased efficiency.

**Maintenance of Investment in Technology**

**Recorder's Equipment Replacement Plan \$185,817.** This proposal is for equipment replacement of computers, servers, printers and other miscellaneous office equipment.

**Technical Adjustments**

**Central Rate Adjustments – \$103,451.** A net increase in central rates is reflected in the proposed budget. The most significant increase is in the Overhead Cost Allocation of \$101,231 followed by reimbursement to IT Systems' operation and maintenance of Recorder's facilities.-

**COLA Adjustment - \$13,259.** COLA was increased from 3.53 to 5.50 percent, resulting in a \$13,259 increase from PSQ.

**Non-Represented COLA/ Merit Contra – (\$11,533).** In keeping with the County Executive's policy to achieve salary savings to help close the 2009 General Fund deficit, \$11,533 is saved in this budget by assuming no merit increase and by holding COLA at 3 percent for non-represented employees.

**Represented Labor Strategy Contra – (\$10,858).** To reflect the expected agreement between the County Executive and county labor union representatives on potential savings for 2009, the Executive Proposed Budget assumes \$10,858 in savings for the Recorder's O&M Fund.

**GENERAL GOVERNMENT PROGRAM PLAN**

**2009 Proposed Financial Plan  
Recorder's O&M/ 1090**

	2007 Actual <sup>1</sup>	2008 Adopted	2008 Estimated <sup>2</sup>	2009 Proposed	2010 Projected <sup>3</sup>	2011 Projected <sup>3</sup>
<b>Beginning Fund Balance</b>	3,660,875	3,148,950	4,048,675	2,755,748	1,470,719	(858,130)
<b>Revenues</b>						
* Document Preservation	680,962	564,588	564,588	581,526	581,526	581,526
* Recording Fee Surcharge	1,351,658	1,283,113	1,246,263	1,283,651	1,283,651	1,283,651
* Investment Interest less Svc Fee	119,302	143,214	117,095	61,704	35,033	
* REET Electronic Technology <sup>4</sup>	133,700	119,329	101,273	104,311	52,156	
* Other Revenue	1,037	250	1,000	1,000	1,000	1,000
*						
<b>Total Revenues</b>	2,286,659	2,110,494	2,030,219	2,032,192	1,953,365	1,866,177
<b>Expenditures</b>						
* Operating Expenditures	(1,898,859)	(2,988,600)	(2,988,600)	(1,900,016)	(3,451,250)	(4,455,234)
* Carryover			(147,377)			
* Equipment Replacement				(185,817)	(95,910)	(142,567)
* ERMS Project		(200,000)	(200,000)	(1,264,895)	(778,310)	(193,784)
<b>Total Expenditures</b>	(1,898,859)	(3,188,600)	(3,335,977)	(3,350,728)	(4,325,470)	(4,791,585)
<b>Estimated Underexpenditures<sup>5</sup></b>		31,914	31,914	33,507	43,255	47,916
<b>Other Fund Transactions</b>						
*						
*Unrealized Loss - Impaired Investment <sup>6</sup>			(19,083)			
<b>Total Other Fund Transactions</b>	0	0	(19,083)	0	0	0
<b>Ending Fund Balance</b>	4,048,675	2,102,758	2,755,748	1,470,719	(858,130)	(3,735,622)
<b>Reserves &amp; Designations</b>						
* 2007 Carryover	(147,377)					
* Reserve for ERMS Project	(2,271,007)	(1,471,007)	(2,157,936)	(893,041)	(387,668)	(387,768)
* Reserve for Equipment Replacement		(200,000)	(150,000)	(10,000)	(242,567)	(800,000)
* Reserve for e-REET Technology Project			(267,964)	(372,725)	(424,431)	(424,431)
* Reserve for Microfilm		(50,000)			(100,000)	(200,000)
* Reserve for Special Preservation Projects		(50,000)			(100,000)	(200,000)
* Reserve for Digitizing Projects		(100,000)			(90,000)	(200,000)
<b>Total Reserves &amp; Designations</b>	(2,418,384)	(1,871,007)	(2,575,900)	(1,275,766)	(1,344,666)	(2,212,199)
<b>Ending Undesignated Fund Balance</b>	1,630,291	231,751	179,848	194,953	(2,202,796)	(5,947,821)
<b>Target Fund Balance<sup>7</sup></b>		<b>159,430</b>	<b>166,799</b>	<b>167,536</b>	<b>216,273</b>	<b>239,579</b>

**Financial Plan Notes:**

<sup>1</sup> 2007 Actuals are from the 2007 CAFR and 14th Month ARMS/IBIS.

<sup>2</sup> 2008 Estimated is based on projected activity.

<sup>3</sup> 2010 and 2011 Projected are based on 3% increase in operating expenditures, project estimated costs for equipment replacement and ERMS, and no change in revenues.

<sup>4</sup> Per RCW 82.45.180 this fee sunsets June 30, 2010.

<sup>5</sup> Underexpenditures for 2009-2011 are 1% of total expenditures.

<sup>6</sup> At year end 2007 the county investment pool held investments that became impaired. This adjustment reflects an unrealized loss for these impaired investments and an increase to the loss estimate for 2008.

<sup>7</sup> Target Fund Balance is equal to 5% of Total Expenditures.

**GENERAL GOVERNMENT PROGRAM PLAN**

**2009 Proposed Budget for Risk Management 5520/0154**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	26,484,928	21.00	0.00
<b>GG</b>	<i>Status Quo**</i>	(163,977)	0.00	0.00
	<b>Status Quo Budget</b>	<b>26,320,951</b>	<b>21.00</b>	<b>0.00</b>
	<b>Contra Add</b>	0		
<b>Expanded Service Delivery</b>				
RB01	Sound Transit-Link Light Rail Project	174,054	1.00	0.00
		<b>174,054</b>	<b>1.00</b>	<b>0.00</b>
<b>Increased Efficiencies/Reduced Costs</b>				
TA01	Claims Funding Increase and Insurance Premiums Reduction	(285,229)	0.00	0.00
		<b>(285,229)</b>	<b>0.00</b>	<b>0.00</b>
<b>Technical Adjustment</b>				
TA03	2009 Interest Earnings Revision 2.35%	0	0.00	0.00
TA50	2009 Risk Revenue Reduction	0	0.00	0.00
CR01	Flexible Benefits Charge	(10,764)	0.00	0.00
CR05	General Fund Overhead Adjustment	14,777	0.00	0.00
CR06	Healthy Workplace Fund	(525)	0.00	0.00
CR07	Technology Services Operations and Maintenance Charge	(10,791)	0.00	0.00
CR08	Technology Services Infrastructure Charge	(1,666)	0.00	0.00
CR10	Office of Information Resource Management Charge	(408)	0.00	0.00
CR11	Telecommunications Services	384	0.00	0.00
CR12	Telecommunications Overhead	(257)	0.00	0.00
CR13	Motor Pool Usage Charge	244	0.00	0.00
CR14	Facilities Management Space Charge	840	0.00	0.00
CR15	Insurance Charges	213,913	0.00	0.00
CR16	Radio Access	16	0.00	0.00
CR19	Radio Reserve Program	(671)	0.00	0.00
CR20	Prosecuting Attorney Civil Division Charge	52,256	0.00	0.00
CR24	Copy Center	(6,011)	0.00	0.00
CR25	Financial Services Charge	(4,298)	0.00	0.00
CR26	Retirement Rate Adjustment	637	0.00	0.00
CR27	Industrial Insurance Rate Adjustment	(484)	0.00	0.00
CR37	Strategic Initiative Fee	141	0.00	0.00
CR39	COLA Adjustment	37,601	0.00	0.00
CR41	Non Represented COLA Contra	(39,606)	0.00	0.00
CR42	Non Represented Merit Contra	(38,650)	0.00	0.00
CR43	Represented Labor Strategy Contra	(5,681)	0.00	0.00
CR46	Countywide Strategic Technology Projects	(4,671)	0.00	0.00
		<b>196,326</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Change Items in 2009</b>	<b>85,151</b>	<b>1.00</b>	<b>0.00</b>
	<b>2009 Proposed Budget</b>	<b>26,406,102</b>	<b>22.00</b>	<b>0.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

**Risk Management**

The 2009 Executive Proposed Budget for Risk Management is \$26,406,102 and includes funding for 22.00 FTEs.

**Expanded Service Delivery**

**Sound Transit - Light Rail Link - \$174,054 / 1.00 FTE.** This proposal funds two half-time positions and associated costs of the Link Light Rail Project. This proposal only affects Transit which has been informed of the budget impact.

**Improved Efficiencies and Reduced Costs**

**Claims Funding Increase and Insurance Premiums Reduction - (\$285,229).** This proposal reduces funding for insurance premiums by \$617,624 while it increases self insured claims funding by \$332,395. The proposal amount is the net of the two components.

**Technical Adjustments**

**Central Rates Adjustments – \$242,662.** A net increase in central rates is reflected in the proposed budget. The largest increases were Insurance, Prosecuting Attorney Charges, and Overhead Adjustment.

**COLA Adjustment - \$37,601.** COLA was increased from 3.53 to 5.50 percent, resulting in a \$37,601 increase from PSQ.

**Non-Represented COLA/ Merit Contra – (\$78,256).** In keeping with the County Executive's policy to achieve salary savings to help close the 2009 General Fund deficit, \$78,256 is saved in Risk's budget by assuming no merit increase and by holding COLA at 3 percent for non-represented employees.

**Represented Labor Strategy Contra – (\$5,681).** To reflect the expected agreement between the County Executive and county labor union representatives on potential savings for 2009, the Executive Proposed Budget assumes \$5,681 in savings for Risk Management's budget.

**GENERAL GOVERNMENT PROGRAM PLAN**

**Risk Management / 5520**

	2007 Actual <sup>1</sup>	2008 Adopted	2008 Estimated <sup>2</sup>	2009 Proposed	2010 Projected <sup>3</sup>	2011 Projected <sup>3</sup>	
<b>LOSSES LIMITED TO \$1 MILLION</b>	<b>Beginning Fund Balance</b>	7,445,682	5,587,878	8,090,017	5,115,688	1,238,462	(422,993)
	<b>Revenues</b>						
	* Interfund Charges	22,827,244	23,029,770	23,029,770	23,590,221	26,421,048	29,195,258
	* Interest Revenue	1,697,657	3,508,567	2,195,207	1,508,912	1,493,823	1,478,885
	* Other Miscellaneous Revenues	372,184					
	<b>Total Revenues</b>	<b>24,897,085</b>	<b>26,538,337</b>	<b>25,224,977</b>	<b>25,099,133</b>	<b>27,914,870</b>	<b>30,674,142</b>
	<b>Expenditures</b>						
	* Claims Costs (limited to first \$1mil)	(7,653,289)	(14,177,511)	(14,177,511)	(14,509,906)	(14,800,104)	(15,096,106)
	* Insurance Premiums	(7,695,024)	(8,086,722)	(7,107,507)	(7,469,098)	(7,821,955)	(7,978,394)
	* Prosecutors and ORM Overhead	(3,629,509)	(3,940,268)	(3,745,767)	(3,978,116)	(4,057,678)	(4,138,832)
	* Transfers to Other Funds (MARR )	(274,928)	(280,427)	(274,928)	(274,928)	(274,928)	(274,928)
	* Sound Transit Link Light Rail				(174,054)		
	<b>Total Expenditures</b>	<b>(19,252,750)</b>	<b>(26,484,928)</b>	<b>(25,305,713)</b>	<b>(26,406,102)</b>	<b>(26,954,665)</b>	<b>(27,488,260)</b>
	<b>Other Fund Transactions</b>						
* Adjustments for Incurred Losses <sup>4</sup>		(2,519,859)	(2,519,859)	(2,570,256)	(2,621,661)	(2,674,095)	
* Property Damage Recovery-Exchange E	0						
* Property Loss Deductible Reserve	0						
* Transfer to Cat Loss Fund	(5,000,000)						
* Impaired Investments			(373,734)				
<b>Total Other Fund Transactions</b>	<b>(5,000,000)</b>	<b>(2,519,859)</b>	<b>(2,893,593)</b>	<b>(2,570,256)</b>	<b>(2,621,661)</b>	<b>(2,674,095)</b>	
<b>Ending Undesignated Fund Balance</b>	<b>8,090,017</b>	<b>3,121,428</b>	<b>5,115,688</b>	<b>1,238,462</b>	<b>(422,993)</b>	<b>88,794</b>	
<b>CATASTROPHIC LOSS RESERVES (above the \$1 Million per occurrence threshold)</b>	<b>Beginning Cash Balance</b>	9,580,792	14,724,046	14,435,932	14,932,997	15,076,240	15,218,051
	<b>Revenues</b>						
	* Cat Loss Insurance Recoveries	1,387,253					
	* Interest Revenue	575,300	757,746	497,065	143,243	141,811	140,392
	<b>Total Revenues</b>	<b>1,962,553</b>	<b>757,746</b>	<b>497,065</b>	<b>143,243</b>	<b>141,811</b>	<b>140,392</b>
	<b>Other Fund Transactions</b>						
	* Transfer from Reg Program	5,000,000	0	0	0	0	0
	<b>Expenditures</b>						
	* Claims Costs > \$1.0 million Threshold	(2,107,413)					
	<b>Total Expenditures</b>	<b>(2,107,413)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Ending Fund Balance<sup>5</sup></b>	<b>14,435,932</b>	<b>15,481,792</b>	<b>14,932,997</b>	<b>15,076,240</b>	<b>15,218,051</b>	<b>15,358,443</b>
<b>Less: Reserves &amp; Designations</b>							
* Reserved for Losses Over \$1Million <sup>6</sup>	(19,956,000)	(21,203,000)	(21,203,000)	(21,203,000)	(21,203,000)	(21,203,000)	
<b>Total Reserves &amp; Designations</b>	<b>(19,956,000)</b>	<b>(21,203,000)</b>	<b>(21,203,000)</b>	<b>(21,203,000)</b>	<b>(21,203,000)</b>	<b>(21,203,000)</b>	
<b>Ending Undesignated Fund Balance</b>	<b>(10,520,068)</b>	<b>(5,721,208)</b>	<b>(6,270,003)</b>	<b>(6,126,760)</b>	<b>(5,984,949)</b>	<b>(5,844,557)</b>	
<b>TOTAL ENDING UNDESIGNATED F</b>	<b>(2,430,051)</b>	<b>(2,599,780)</b>	<b>(1,154,315)</b>	<b>(4,888,298)</b>	<b>(6,407,943)</b>	<b>(5,755,763)</b>	

**Financial Plan Notes:**

<sup>1</sup>In general, this financial plan is most significantly affected by annual updates to actuary estimates of incurred claims. Its financial portrayal of the 2007 beginning fund balance is based on the 2008 actuary report that revised estimates of losses for policy years 1991-2007 and 14-month ARMS report.

<sup>2</sup>2008 estimate based on projected expenditures as of 6/30/08.

<sup>3</sup>2010 and 2011 Projected revenues are based on 10.5% increase from 2009-2010; 12% increase from 2010 to 2011 while total expenditures are based on 2% increase.

<sup>4</sup>Difference between actuary's estimate of incurred losses vs. cash flow/actual expenditures for limited losses.

<sup>5</sup>Per catastrophic loss fund balance policy at required level of \$15.0 mil.

<sup>6</sup>Per actuary's estimates-- assumed \$2.5 million Self Insured Retention (SIR).

**2009 Proposed Budget for DES Equipment Replacement  
5461/0023**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	<i>253,780</i>	<i>0.00</i>	<i>0.00</i>
<b>GG</b>	<i>Status Quo**</i>	<i>956</i>	<i>0.00</i>	<i>0.00</i>
	<b><i>Status Quo Budget</i></b>	<b><i>254,736</i></b>	<b><i>0.00</i></b>	<b><i>0.00</i></b>
	<b><i>Contra Add</i></b>	<b><i>0</i></b>		
<b>Change in County Policy</b>				
<i>RB01</i>	<i>Adjustment for Personal Computers</i>	<i>289,200</i>	<i>0.00</i>	<i>0.00</i>
<i>RB02</i>	<i>Adjustment for Servers</i>	<i>31,047</i>	<i>0.00</i>	<i>0.00</i>
		<b><i>320,247</i></b>	<b><i>0.00</i></b>	<b><i>0.00</i></b>
<b>Technical Adjustment</b>				
<i>TA50</i>	<i>Revenue Adjustment</i>	<i>0</i>	<i>0.00</i>	<i>0.00</i>
<i>CR05</i>	<i>General Fund Overhead Adjustment</i>	<i>873</i>	<i>0.00</i>	<i>0.00</i>
<i>CR25</i>	<i>Financial Services Charge</i>	<i>(2,550)</i>	<i>0.00</i>	<i>0.00</i>
		<b><i>(1,677)</i></b>	<b><i>0.00</i></b>	<b><i>0.00</i></b>
	<b><i>Total Change Items in 2009</i></b>	<b><i>318,570</i></b>	<b><i>0.00</i></b>	<b><i>0.00</i></b>
	<b>2009 Proposed Budget</b>	<b><i>573,306</i></b>	<b><i>0.00</i></b>	<b><i>0.00</i></b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

**GENERAL GOVERNMENT PROGRAM PLAN**

**DES Equipment Replacement Plan**

The total 2009 Executive Proposed Budget for the DES Equipment Replacement Plan is \$573,306.

**Change in County Policy**

**Adjustment for Personal Computers – (\$289,200).** The primary increase in costs for equipment replacement in 2009 is the cost of the Microsoft Enterprise Agreement, which is \$219 per PC, with 1,001 replacements expected.

**Adjustment for Servers – (\$31,047).** Server replacement will be deferred unless there is evidence of poor performance. This request provided budget authority for 20 percent of the total cost of all five year old servers in case replacement becomes necessary.

**Technical Adjustments**

**Central Rate Adjustments – (\$1,677).** A net decrease in central rates is reflected in the proposed budget due to a decrease in the Financial Services Charge.

**Fund 5461  
Department of Executive services - DES Equipment Replacement Plan**

	2007 Actual <sup>1</sup>	2008 Adopted	2008 Estimated <sup>2</sup>	2009 Proposed <sup>3</sup>	2010 Projected <sup>3</sup>	2011 Projected <sup>3</sup>
<b>Beginning Fund Balance</b>	857,904	1,109,044	1,149,138	1,015,477	803,285	579,764
<b>Revenues</b>						
* PC replacement contributions	663,648	409,905	81,981	301,283	316,347	332,165
* Interest earnings	21,332	11,272	28,123	28,784	29,503	30,300
* Sever replacement contributions				31,047	32,599	34,229
<b>Total Revenues</b>	684,980	421,177	110,104	361,114	378,450	396,694
<b>Expenditures</b>						
* PC, Thin Client or Microsoft EA purchases	(369,644)	(229,075)	(45,815)	(518,825)	(544,766)	(572,005)
* Financial Mgmt Charges	(24,102)	(24,705)	(21,255)	(23,434)	(24,606)	(25,836)
* 20% server contingency				(31,047)	(32,599)	(34,229)
<b>Total Expenditures</b>	(393,746)	(253,780)	(67,070)	(573,306)	(601,971)	(632,070)
<b>Estimated Underexpenditures</b>						
<b>Other Fund Transactions</b>						
* Transfer to OIRM Fund (Removal of ITS from DES ERP)			(173,209)			
* Impaired Investment <sup>6</sup>			(3,486)			
<b>Total Other Fund Transactions</b>	0	0	(176,695)	0	0	0
<b>Ending Fund Balance</b>	1,149,138	1,276,441	1,015,477	803,285	579,764	344,388
<b>Reserves &amp; Designations</b>						
*Reserve for future replacement <sup>5</sup>	(1,129,451)	(1,263,752)	(1,012,124)	(774,620)	(549,665)	(312,784)
<b>Total Reserves &amp; Designations</b>	(1,129,451)	(1,263,752)	(1,012,124)	(774,620)	(549,665)	(312,784)
<b>Ending Undesignated Fund Balance</b>	19,687	12,689	3,354	28,665	30,099	31,603
<b>Target Fund Balance <sup>4</sup></b>	<b>19,687</b>	<b>12,689</b>	<b>3,354</b>	<b>28,665</b>	<b>30,099</b>	<b>31,603</b>

**Financial Plan Notes:**

<sup>1</sup> 2007 Actuals are from the 2007 CAFR

<sup>2</sup> 2008 Estimated is based on July 2008 revised estimate and CIO PC spending freeze

<sup>3</sup> 2009, 2010, and 2011 projected are based on 2.35%, 2.50%, and 2.70% interest respectively.

<sup>4</sup> Target fund balance is based on 5% of expenditures

<sup>5</sup> Reserve is target fund balance minus annual ending balance

<sup>6</sup> At year end 2007 the county investment pool held investments that became impaired. This adjustment reflects an unrealized loss for these impaired investments

# **Other Agencies**

**OTHER AGENCIES**

This section covers a group of cost centers that do not belong to any one particular department. Budgets in this category include the State Auditor, the Boundary Review Board, Salary and Wage Contingency, Executive Contingency, Internal Support, General Government Fund Transfers, Grants Fund, the Printing and Graphic Arts Fund closeout, and the Cultural Development Authority (CDA). Listed below are the 2009 Proposed budgets for these agencies.

**State Auditor – \$687,246.** The State Auditor's 2009 budget decreased by \$210 due to a reduction in the telecommunications central rate.

**Boundary Review Board – \$334,570 / 2.00 FTEs.** The Boundary Review Board's 2009 budget increased by \$888. This change is primarily due to increases in the ITS O&M charges.

**Salary and Wage Contingency – \$1,043,000.** The Salary and Wage Contingency budget provides funding for mid-year labor settlements to accommodate the cost of labor agreements and negotiated wage adjustments, and provides a reserve for funding costs associated with backfilling positions held for military reservists called to active duty.

**Executive Contingency – \$1,000,000.** The 2009 Executive Proposed Budget for Executive Contingency remains at the 2008 adopted level.

**Internal Support – \$9,392,051.** The Internal Support budget includes charges that are paid centrally on behalf of General Fund agencies. This budget increased by \$2,229,163 from the 2008 Adopted Budget level. In 2009 significant changes include: funding for anticipated unemployment costs are increased by \$804,461; major maintenance costs for the Goat Hill garage are established at \$104,868; and funding for General Fund agency space charges in the Chinook Building are \$1,318,708.

In keeping with the County Executive's lifeboat strategy, the Facilities Management Division (FMD) funding that supports the following programs will be reduced or eliminated effective July 1, 2009 if the State Legislature fails to provide King County with options to address the structural imbalance in the General Fund:

- Custodial Services in county-owned buildings will be reduced.
- Two supported work crews will be eliminated.
- HVAC and Lighting in county-owned buildings will be reduced from 12 to 10 hours per day.

Placeholders for the General Fund impact of the reductions on FMD building services rates are included in Internal Support.

**Grants Fund – \$22,235,047 / 71.76 FTE.** King County is projected to receive an estimated \$22.2 million in grants in 2009. Existing grants with funds remaining from 2008 will be carried over into 2009 through a carryover ordinance.

**Byrne Justice Assistance Grant (JAG) – \$118,017.** This represents appropriation authority for the 2009 budget year for JAG. The Byrne Justice Assistance Grants replaced the Local Law Enforcement Block Grant (LLEBG). This is an interest-accruing federal grant that is separately budgeted to identify interest accrual. Funds remaining from 2008 will be carried over into 2009 through a carryover ordinance.

**Cultural Development Authority – \$16,414,917.** This appropriation includes budget authority of \$12.0 million for the transfer of the estimated cultural programming portion of the county's allocation of Hotel-Motel Tax revenues. An additional \$1.5 million is budgeted to allow for full transfer in the event that actual Hotel-Motel revenues exceed the forecasted revenues in 2009. The request also includes \$2.6 million contributed from eligible capital projects to support the county's public art program and a \$237,470 GF transfer for administrative support.

**General Government General Fund (GF) Transfers - \$1,139,533.** The 2009 Proposed budget

## ***GENERAL GOVERNMENT PROGRAM PLAN***

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includes a transfer of \$23,699 to the Facilities Management Division (FMD) to support homeless shelter security and the Salvation Army contract, \$200,000 in Risk Abatement for the 2006 OMB fund, and \$915,834 to the Information Technology Services fund to support GF agency enterprise licensing.

In keeping with the County Executive's lifeboat strategy, the FMD funding that supports homeless shelter security will be eliminated effective July 1, 2009 if the State Legislature fails to provide King County with options to address the structural imbalance in the General Fund.

**Memberships and Dues – \$563,129.** The appropriation includes budget to fund the county's membership in the following organizations: National Association of Counties; Puget Sound Regional Council; Washington Association of Counties; the Washington Association of County Officials; and the Chicago Climate Exchange. The 2009 budget is increased by \$25,457 to cover increases in dues.

**Printing and Graphic Arts Fund - \$105,000.** Operation of the Printing and Graphic Arts section terminated at the end of 2007. The Printing and Graphic Arts Fund is managed by the Department of Executive Services for close-out and debt retirement activities. The total 2009 Executive Proposed Budget for the Printing and Graphic Arts Fund is \$105,000 for interest payment on the fund deficit.

**GENERAL GOVERNMENT PROGRAM PLAN**

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**2009 Proposed Budget for State Auditor 0010/0610**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	687,302	0.00	0.00
	<i>Status Quo**</i>	(9,929)	0.00	0.00
	<b>Status Quo Budget</b>	<b>677,373</b>	<b>0.00</b>	<b>0.00</b>
	<b>Contra Add</b>	10,083		
<b>Technical Adjustment</b>				
CR11	Telecommunications Services	(150)	0.00	0.00
CR12	Telecommunications Overhead	(60)	0.00	0.00
		<b>(210)</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Change Items in 2009</b>	<b>(210)</b>	<b>0.00</b>	<b>0.00</b>
	<b>2009 Proposed Budget</b>	<b>687,246</b>	<b>0.00</b>	<b>0.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

**2009 Proposed Budget for Boundary Review Board  
0010/0630**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	321,950	2.00	0.00
<b>GG</b>	<i>Status Quo**</i>	11,732	0.00	0.00
	<b>Status Quo Budget</b>	<b>333,682</b>	<b>2.00</b>	<b>0.00</b>
	<b>Contra Add</b>	0		
<b>Technical Adjustment</b>				
CR01	<i>Flexible Benefits Charge</i>	(936)	0.00	0.00
CR06	<i>Healthy Workplace Fund</i>	(50)	0.00	0.00
CR07	<i>Technology Services Operations and Maintenance Charge</i>	8,539	0.00	0.00
CR08	<i>Technology Services Infrastructure Charge</i>	(176)	0.00	0.00
CR09	<i>Geographic Information Systems Charge</i>	248	0.00	0.00
CR10	<i>Office of Information Resource Management Charge</i>	(39)	0.00	0.00
CR11	<i>Telecommunications Services</i>	(93)	0.00	0.00
CR12	<i>Telecommunications Overhead</i>	(40)	0.00	0.00
CR13	<i>Motor Pool Usage Charge</i>	83	0.00	0.00
CR14	<i>Facilities Management Space Charge</i>	164	0.00	0.00
CR24	<i>Copy Center</i>	(546)	0.00	0.00
CR25	<i>Financial Services Charge</i>	(668)	0.00	0.00
CR26	<i>Retirement Rate Adjustment</i>	60	0.00	0.00
CR27	<i>Industrial Insurance Rate Adjustment</i>	(47)	0.00	0.00
CR35	<i>Underexpenditure Contra</i>	(807)	0.00	0.00
CR37	<i>Strategic Initiative Fee</i>	13	0.00	0.00
CR39	<i>COLA Adjustment</i>	3,385	0.00	0.00
CR41	<i>Non Represented COLA Contra</i>	(4,185)	0.00	0.00
CR42	<i>Non Represented Merit Contra</i>	(4,017)	0.00	0.00
		<b>888</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Change Items in 2009</b>	<b>888</b>	<b>0.00</b>	<b>0.00</b>
	<b>2009 Proposed Budget</b>	<b>334,570</b>	<b>2.00</b>	<b>0.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

**2009 Proposed Budget for Salary and Wage Contingency  
0010/0654**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	<i>1,043,000</i>	<i>0.00</i>	<i>0.00</i>
	<i>Status Quo**</i>	<i>0</i>	<i>0.00</i>	<i>0.00</i>
	<b><i>Status Quo Budget</i></b>	<b><i>1,043,000</i></b>	<b><i>0.00</i></b>	<b><i>0.00</i></b>
	<b><i>Contra Add</i></b>	<b><i>0</i></b>		
<b>Technical Adjustment</b>				
<i>NC01</i>	<i>No Change Items Requested for this Budget</i>	<i>0</i>	<i>0.00</i>	<i>0.00</i>
		<b><i>0</i></b>	<b><i>0.00</i></b>	<b><i>0.00</i></b>
	<b><i>Total Change Items in 2009</i></b>	<b><i>0</i></b>	<b><i>0.00</i></b>	<b><i>0.00</i></b>
	<b>2009 Proposed Budget</b>	<b><i>1,043,000</i></b>	<b><i>0.00</i></b>	<b><i>0.00</i></b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

**2009 Proposed Budget for Executive Contingency  
0010/0655**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	<i>1,000,000</i>	<i>0.00</i>	<i>0.00</i>
	<i>Status Quo**</i>	<i>1,000,000</i>	<i>0.00</i>	<i>0.00</i>
	<b>Status Quo Budget</b>	<b>2,000,000</b>	<b>0.00</b>	<b>0.00</b>
	<b>Contra Add</b>	<b>0</b>		
<b>Technical Adjustment</b>				
<i>TA01</i>	<i>Reduce Executive Contingency to 2008 Level</i>	<i>(1,000,000)</i>	<i>0.00</i>	<i>0.00</i>
<i>NC01</i>	<i>No Change Items Requested for this Budget</i>	<i>0</i>	<i>0.00</i>	<i>0.00</i>
		<b>(1,000,000)</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Change Items in 2009</b>	<b>(1,000,000)</b>	<b>0.00</b>	<b>0.00</b>
	<b>2009 Proposed Budget</b>	<b>1,000,000</b>	<b>0.00</b>	<b>0.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

2009 Proposed Budget for Internal Support 0010/0656

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	7,777,622	0.00	0.00
	<i>Status Quo**</i>	(614,734)	0.00	0.00
	<b>Status Quo Budget</b>	<b>7,162,888</b>	<b>0.00</b>	<b>0.00</b>
	<b>Contra Add</b>	695,539		
<b>Change in Administrative Need</b>				
PC01	Funding for Unemployment Compensation	1,500,000	0.00	0.00
		<b>1,500,000</b>	<b>0.00</b>	<b>0.00</b>
<b>Increased Efficiencies/Reduced Costs</b>				
AS01	Target Reduction	(695,539)	0.00	0.00
		<b>(695,539)</b>	<b>0.00</b>	<b>0.00</b>
<b>Lifeboat</b>				
AS97A	FMD Custodial Service Level Reduction	(117,120)	0.00	0.00
AS98A	FMD - Reduce HVAC and Lighting to 10 hours per day	(116,250)	0.00	0.00
AS99A	Elimination of Supported Crew	(204,951)	0.00	0.00
		<b>(438,321)</b>	<b>0.00</b>	<b>0.00</b>
<b>Technical Adjustment</b>				
CR14	Facilities Management Space Charge	(7,716)	0.00	0.00
CR15	Insurance Charges	(243,511)	0.00	0.00
CR22	Long Term Leases	1,318,708	0.00	0.00
CR23	Facility Custodial Services	(2,013)	0.00	0.00
CR25	Financial Services Charge	(2,852)	0.00	0.00
CR38	Major Maintenance Repair Fund	104,868	0.00	0.00
NC01	No Change Items Requested for this Budget	0	0.00	0.00
		<b>1,167,484</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Change Items in 2009</b>	<b>1,533,624</b>	<b>0.00</b>	<b>0.00</b>
	<b>2009 Proposed Budget</b>	<b>9,392,051</b>	<b>0.00</b>	<b>0.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

**GENERAL GOVERNMENT PROGRAM PLAN**

**2009 Proposed Budget for Grants 2140/2140**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	24,619,506	61.86	1.00
<b>GG</b>	<i>Status Quo**</i>	328,917	0.00	0.00
	<b>Status Quo Budget</b>	<b>24,948,423</b>	<b>61.86</b>	<b>1.00</b>
	<b>Contra Add</b>	0		
<b>Revenue Backed Grant Awards</b>				
RB01	0143 Budget Office: Authority for New Grants	337,912	0.00	0.00
RB02	0403 DES: Authority for New Grants	7,142,337	0.00	0.00
RB03	0503 Prosecutor: Authority for New Grants	1,482,439	0.00	0.00
RB04	0513/0574 Superior Court: Authority for New Grants	5,829,764	0.00	0.00
RB05	0543 DJA: Authority for New Grants	273,855	0.00	0.00
RB06	0632 ITS: Authority for New Grants	2,206,245	0.00	0.00
RB07	0913 DAJD: Authority for New Grants	125,000	0.00	0.00
RB08	0933 DCHS: Authority for New Grants	120,000	0.00	0.00
RB09	0953 OPD: Authority for New Grants	1,717,495	0.00	0.00
RB10	0993 Grants Contingency: Authority for New Grants	3,000,000	0.00	0.00
		<b>22,235,047</b>	<b>0.00</b>	<b>0.00</b>
<b>Technical Adjustment</b>				
TA01	Staffing Changes	872,103	9.90	(1.00)
TA02	Adjust Contingency Reserve	(24,621,496)	0.00	0.00
TA03	Expenditure Contra	(1,089,792)	0.00	0.00
TA50	Revenue Adjustment	0	0.00	0.00
CR01	Flexible Benefits Charge	(35,100)	0.00	0.00
CR07	Technology Services Operations and Maintenance Charge	204	0.00	0.00
CR08	Technology Services Infrastructure Charge	(8,765)	0.00	0.00
CR10	Office of Information Resource Management Charge	(1,548)	0.00	0.00
CR11	Telecommunications Services	(1,800)	0.00	0.00
CR12	Telecommunications Overhead	(340)	0.00	0.00
CR13	Motor Pool Usage Charge	9,394	0.00	0.00
CR25	Financial Services Charge	(3,167)	0.00	0.00
CR26	Retirement Rate Adjustment	1,638	0.00	0.00
CR27	Industrial Insurance Rate Adjustment	(1,917)	0.00	0.00
CR28	Equipment Repair and Replacement	(19,815)	0.00	0.00
CR37	Strategic Initiative Fee	281	0.00	0.00
CR39	COLA Adjustment	116,298	0.00	0.00
CR41	Non Represented COLA Contra	(48,089)	0.00	0.00
CR42	Non Represented Merit Contra	(48,088)	0.00	0.00
CR43	Represented Labor Strategy Contra	(56,387)	0.00	0.00
CR46	Countywide Strategic Technology Projects	(12,037)	0.00	0.00
		<b>(24,948,423)</b>	<b>9.90</b>	<b>(1.00)</b>
	<b>Total Change Items in 2009</b>	<b>(2,713,376)</b>	<b>9.90</b>	<b>(1.00)</b>
	<b>2009 Proposed Budget</b>	<b>22,235,047</b>	<b>71.76</b>	<b>0.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

**2009 Proposed Budget for Byrne Justice Assistance FFY08  
Grant 2162/0516**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	<i>0</i>	<i>0.00</i>	<i>0.00</i>
	<i>Status Quo**</i>	<i>0</i>	<i>0.00</i>	<i>0.00</i>
	<b>Status Quo Budget</b>	<b>0</b>	<b>0.00</b>	<b>0.00</b>
	<b>Contra Add</b>	<b>0</b>		
<b>Technical Adjustment</b>				
<i>PC01</i>	<i>FFY 2008 Byrne Justice Assistance Grant (JAG)</i>	<i>118,017</i>	<i>0.00</i>	<i>0.00</i>
		<b>118,017</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Change Items in 2009</b>	<b>118,017</b>	<b>0.00</b>	<b>0.00</b>
	<b>2009 Proposed Budget</b>	<b>118,017</b>	<b>0.00</b>	<b>0.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

**2009 Proposed Budget for Cultural Development  
Authority 1170/0301**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	<i>14,980,649</i>	<i>0.00</i>	<i>0.00</i>
<b>GG</b>	<i>Status Quo**</i>	<i>0</i>	<i>0.00</i>	<i>0.00</i>
	<b><i>Status Quo Budget</i></b>	<b><i>14,980,649</i></b>	<b><i>0.00</i></b>	<b><i>0.00</i></b>
	<b><i>Contra Add</i></b>	<b><i>0</i></b>		
<b>Technical Adjustment</b>				
<i>TA01</i>	<i>Expenditure Adjustment</i>	<i>1,434,268</i>	<i>0.00</i>	<i>0.00</i>
<i>TA50</i>	<i>Revenue Adjustment</i>	<i>0</i>	<i>0.00</i>	<i>0.00</i>
		<b><i>1,434,268</i></b>	<b><i>0.00</i></b>	<b><i>0.00</i></b>
	<b><i>Total Change Items in 2009</i></b>	<b><i>1,434,268</i></b>	<b><i>0.00</i></b>	<b><i>0.00</i></b>
	<b>2009 Proposed Budget</b>	<b>16,414,917</b>	<b>0.00</b>	<b>0.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

**2009 Proposed Budget for General Government GF  
Transfers 0010/0695**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
		<i>2008 Adopted</i>	<i>2,047,135</i>	<i>0.00</i>
		<i>Status Quo**</i>	<i>(1,098,735)</i>	<i>0.00</i>
		<b><i>Status Quo Budget</i></b>	<b><i>948,400</i></b>	<b><i>0.00</i></b>
		<b><i>Contra Add</i></b>	<b><i>578,582</i></b>	
	<b><i>Lifeboat</i></b>			
	<i>DS01A Closure of Winter Homeless Shelter</i>	<i>(23,699)</i>	<i>0.00</i>	<i>0.00</i>
		<b><i>(23,699)</i></b>	<b><i>0.00</i></b>	<b><i>0.00</i></b>
	<b><i>Technical Adjustment</i></b>			
	<i>AS01 Risk Abatement GF Transfer Reduction</i>	<i>(563,750)</i>	<i>0.00</i>	<i>0.00</i>
	<i>PC03 Risk Abatement GF Transfer</i>	<i>200,000</i>	<i>0.00</i>	<i>0.00</i>
		<b><i>(363,750)</i></b>	<b><i>0.00</i></b>	<b><i>0.00</i></b>
	<b><i>Total Change Items in 2009</i></b>	<b><i>(387,449)</i></b>	<b><i>0.00</i></b>	<b><i>0.00</i></b>
	<b><i>2009 Proposed Budget</i></b>	<b><i>1,139,533</i></b>	<b><i>0.00</i></b>	<b><i>0.00</i></b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

**2009 Proposed Budget for Memberships and Dues  
0010/0650**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
<b>Program Area</b>				
	<i>2008 Adopted</i>	<i>538,294</i>	<i>0.00</i>	<i>0.00</i>
<b>Othr</b>	<i>Status Quo**</i>	<i>(183,642)</i>	<i>0.00</i>	<i>0.00</i>
	<b><i>Status Quo Budget</i></b>	<b><i>354,652</i></b>	<b><i>0.00</i></b>	<b><i>0.00</i></b>
	<b><i>Contra Add</i></b>	<b><i>183,677</i></b>		
<b>Technical Adjustment</b>				
<i>AS01</i>	<i>Overhead cost recovery for Memberships and Dues</i>	<i>25,457</i>	<i>0.00</i>	<i>0.00</i>
<i>CR25</i>	<i>Financial Services Charge</i>	<i>(657)</i>	<i>0.00</i>	<i>0.00</i>
		<b><i>24,800</i></b>	<b><i>0.00</i></b>	<b><i>0.00</i></b>
	<b><i>Total Change Items in 2009</i></b>	<b><i>24,800</i></b>	<b><i>0.00</i></b>	<b><i>0.00</i></b>
	<b>2009 Proposed Budget</b>	<b><i>563,129</i></b>	<b><i>0.00</i></b>	<b><i>0.00</i></b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

**2009 Proposed Budget for Printing and Graphic Arts  
5600/0415**

<i>Code</i>	<i>Item Description</i>	<i>Expenditures</i>	<i>FTEs *</i>	<i>TLTs</i>
 <b>Program Area</b>				
	<i>2008 Adopted</i>	105,000	0.00	0.00
	<i>Status Quo**</i>	2,280	0.00	0.00
	<b>Status Quo Budget</b>	<b>107,280</b>	<b>0.00</b>	<b>0.00</b>
	<b>Contra Add</b>	0		
 <b>Technical Adjustment</b>				
<i>CR20</i>	<i>Prosecuting Attorney Civil Division Charge</i>	<i>(2,280)</i>	<i>0.00</i>	<i>0.00</i>
<i>NC01</i>	<i>No Change Items Requested for this Budget</i>	<i>0</i>	<i>0.00</i>	<i>0.00</i>
		<b>(2,280)</b>	<b>0.00</b>	<b>0.00</b>
	<b>Total Change Items in 2009</b>	<b>(2,280)</b>	<b>0.00</b>	<b>0.00</b>
	<b>2009 Proposed Budget</b>	<b>105,000</b>	<b>0.00</b>	<b>0.00</b>

\* FTEs do not include temporaries or overtime.

\*\* This includes 2008 adopted, initial status quo, and proposed status quo increments. Under FTEs, annualization is included.

**GENERAL GOVERNMENT PROGRAM PLAN**

**Cultural Development Authority Fund/1170**

	2007 Actual <sup>1</sup>	2008 Adopted	2008 Estimated	2009 Proposed	2010 Projected <sup>2</sup>	2011 Projected <sup>2</sup>
<b>Beginning Fund Balance</b>	<b>2,265,000</b>	<b>2,265,000</b>	<b>2,761,225</b>	<b>3,128,330</b>	<b>3,128,330</b>	<b>3,128,330</b>
<b>Revenues</b>						
* Hotel/Motel Transient	10,499,444	10,849,359	11,271,254	12,020,317	13,750,652	13,925,258
* Forecast Contingency Reserve <sup>3</sup>	-	1,356,170	1,356,170	1,502,540	1,718,832	1,740,657
* Interest Earnings	368,176	10,000	10,000	10,000	10,000	10,000
* CX Internal Support	286,678	237,470	237,470	237,470	237,470	237,470
* Historic Preservation Funds	-	52,500	-	-	-	-
* Contribution from Other Funds <sup>4</sup>	2,162,899	1,939,850	1,939,850	2,644,590	1,000,000	1,000,000
* GF Transfer for Arts Projects	1,880,000	535,300	535,300	-	-	-
<b>Total Revenues</b>	<b>15,197,196</b>	<b>14,980,649</b>	<b>15,350,044</b>	<b>16,414,917</b>	<b>16,716,954</b>	<b>16,913,385</b>
<b>Expenditures</b>						
* Appropriation for Transfer to CDA	(14,716,760)	(13,624,479)	(13,624,479)	(14,912,377)	(14,998,122)	(15,172,728)
* Forecast Contingency Reserve <sup>3</sup>	-	(1,356,170)	(1,356,170)	(1,502,540)	(1,718,832)	(1,740,657)
<b>Total Expenditures</b>	<b>(14,716,760)</b>	<b>(14,980,649)</b>	<b>(14,980,649)</b>	<b>(16,414,917)</b>	<b>(16,716,954)</b>	<b>(16,913,385)</b>
<b>Estimated Underexpenditures <sup>5</sup></b>						
<b>Other Fund Transactions</b>						
* GAAP Adjustment	15,789					
* Impaired Investment <sup>6</sup>			(2,290)			
<b>Total Other Fund Transactions</b>	15,789	-	(2,290)	-	-	-
<b>Ending Fund Balance</b>	<b>2,761,225</b>	<b>2,265,000</b>	<b>3,128,330</b>	<b>3,128,330</b>	<b>3,128,330</b>	<b>3,128,330</b>
<b>Reserves &amp; Designations</b>						
* Reserved for Prepaid Public Art <sup>7</sup>	(5,178,138)	(4,705,000)	(5,577,032)	(5,577,032)	(5,577,032)	(5,577,032)
* Use of Prepaid Public Art Reserve	2,440,000	2,440,000	2,440,000	2,440,000	2,440,000	2,440,000
<b>Total Reserves &amp; Designations</b>	<b>(2,738,138)</b>	<b>(2,265,000)</b>	<b>(3,137,032)</b>	<b>(3,137,032)</b>	<b>(3,137,032)</b>	<b>(3,137,032)</b>
<b>Ending Undesignated Fund Balance</b>	23,087	-	(8,702)	(8,702)	(8,702)	(8,702)
<b>Target Fund Balance <sup>8</sup></b>	-	-	-	-	-	-

**Financial Plan Notes:**

<sup>1</sup> The 2007 Actuals are based on 2007 CAFR and 14th Month ARMS

<sup>2</sup> Revenue projections for 2010 and 2011 are derived from OMB's Chief Economist's estimates.

<sup>3</sup> The Forecast Contingency Reserve is set at 12.5% of Hotel/Motel revenue forecast.

<sup>4</sup> This revenue is collected from eligible CIP projects as determined by the One Percent for Art program.

<sup>5</sup> There is no Underexpenditure required of this fund.

<sup>6</sup> At year end 2007 the county investment pool held investments that became impaired. This adjustment reflects an unrealized loss for these impaired investments.

<sup>7</sup> Funds in reserves & designations are prepayments to produce public art.

<sup>8</sup> Target Fund Balance is zero for the CDA's internally managed funds, with all funds either committed to projects or reserved in the Cultural Endowment.

**GENERAL GOVERNMENT PROGRAM PLAN**

**Printing and Graphic Arts / Fund 5600**

	<b>2007 Actual<sup>1</sup></b>	<b>2008 Adopted<sup>2</sup></b>	<b>2008 Estimated</b>	<b>2009 Proposed</b>	<b>2010 Projected<sup>5</sup></b>
<b>Beginning Fund Balance</b>	(1,328,849)	(2,257,813)	(2,170,069)	(1,780,343)	(787,700)
<b>Revenues</b>					
*Charges for Services	3,008,576	-	77,975	-	-
*Back Charges for Services	-	1,097,643	1,097,643	1,097,643	840,200
<b>Total Revenues</b>	<b>3,008,576</b>	<b>1,097,643</b>	<b>1,175,618</b>	<b>1,097,643</b>	<b>840,200</b>
<b>Expenditures</b>					
*Operating Expenditures	3,849,796	-	-	-	-
*Debt Service	-	(105,000)	(105,000)	(105,000)	(52,500)
<b>Total Expenditures</b>	<b>(3,849,796)</b>	<b>(105,000)</b>	<b>(105,000)</b>	<b>(105,000)</b>	<b>(52,500)</b>
<b>Estimated Underexpenditures</b>					
<b>Other Fund Transactions</b>					
*Close-out Expenditures <sup>3</sup>	-	(680,892)	(680,892)	-	-
<b>Total Other Fund Transactions</b>	<b>-</b>	<b>(680,892)</b>	<b>(680,892)</b>	<b>-</b>	<b>-</b>
<b>Ending Fund Balance</b>	<b>(2,170,069)</b>	<b>(1,946,062)</b>	<b>(1,780,343)</b>	<b>(787,700)</b>	<b>-</b>
<b>Less: Reserves &amp; Designations</b>					
<b>Total Reserves &amp; Designations</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Ending Undesignated Fund Balance</b>	<b>(2,170,069)</b>	<b>(1,946,062)</b>	<b>(1,780,343)</b>	<b>(787,700)</b>	<b>-</b>
<b>Target Fund Balance<sup>4</sup></b>	<b>100,095</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Financial Plan Notes:**

<sup>1</sup> Based on 2007 ARMS 14th Month

<sup>2</sup> 2008 Adopted reflects the recommended termination of operations in 2007, and the beginning of debt retirement

<sup>3</sup> Close out expenditures to be fronted by the Long Term Lease Fund

<sup>4</sup> Target Fund Balance is based on operating expenditures multiplied by 2.6%

<sup>5</sup> 2010 Projected is based on final repayment schedule

## GENERAL GOVERNMENT PROGRAM PLAN

General Government Program Area						
	2007 Adopted		2008 Adopted		2009 Proposed	
	Expenditures	FTEs	Expenditures	FTEs	Expenditures	FTEs
<b>County Council Agencies</b>						
COUNTY COUNCIL	5,660,302	57.00	5,840,936	57.00	5,869,360	57.00
COUNCIL ADMINISTRATION	8,807,522	61.10	9,453,814	61.10	9,707,353	61.10
HEARING EXAMINER	720,648	5.00	759,730	5.00	779,417	5.00
COUNTY AUDITOR	1,516,655	12.00	1,648,287	12.90	1,757,288	12.90
OMBUDSMAN/TAX ADVISOR	1,112,900	11.00	1,332,238	11.00	1,376,364	11.00
KC CIVIC TELEVISION	675,395	7.00	707,101	7.00	726,758	7.00
BOARD OF APPEALS	641,623	4.00	678,939	4.00	682,842	4.00
OFFICE OF INDEPENDENT OVERSIGHT	404,172	4.00	424,860	4.00	424,656	4.00
CHARTER REVIEW COMMISSION	483,006		383,928		-	
OFFICE OF ECON & FINANCIAL ANALYSIS	200,000	2.00	205,983	2.50	210,010	2.50
CITIZENS COUNSELOR NETWORK			130,000	1.10	114,322	1.10
	<b>20,222,223</b>	<b>163.10</b>	<b>21,565,816</b>	<b>165.60</b>	<b>21,648,370</b>	<b>165.60</b>
<b>County Executive Agencies</b>						
COUNTY EXECUTIVE	296,301	2.00	312,246	2.00	312,942	2.00
OFFICE OF THE EXECUTIVE	3,624,024	25.00	3,888,122	25.00	3,727,306	25.00
OFFICE OF MGMT & BUDGET	6,536,759	45.00	6,776,193	47.00	4,484,396	34.00
OFFICE OF STRAT. PLAN. & PERF. MGMT.	2,246,932	14.00	2,434,962	15.00	3,807,356	26.00
INFORMATION RESOURCE MGMT	2,155,797	10.00	7,013,016	30.00	7,025,706	29.00
CABLE COMMUNICATIONS	205,032	1.00	212,910	1.00	359,628	1.00
INET OPERATIONS	3,218,938	10.00	2,887,194	10.00	2,959,325	10.00
DES EQUIPMENT REPLACEMENT	783,268		0		-	
DATA PROCESSING SERVICES	30,313,597	151.00	29,382,321	129.00	29,577,049	127.00
TELECOM SERVICES	2,418,929	8.00	2,433,768	8.00	2,307,937	8.00
PRINTING/GRAPHIC ARTS SRV	1,736,409	16	-		0	
	<b>53,535,986</b>	<b>282.00</b>	<b>55,340,732</b>	<b>267.00</b>	<b>54,561,645</b>	<b>262.00</b>
<b>Executive Services</b>						
FINANCE-GF	3,136,518		3,275,075		3,113,796	
EXECUTIVE SVCS-ADMIN	2,593,086	19.50	2,769,177	19.50	2,373,281	17.00
HUMAN RESOURCES MGMT	9,469,939	67.50	9,676,553	67.00	9,264,178	62.50
REAL ESTATE SERVICES	3,145,059	28.00	3,409,506	28.00	3,579,797	28.00
RECORDS & LICENSING	26,360,599	167.33	12,527,230	114.33	13,630,388	119.83
ELECTIONS			19,586,056	61.00	18,124,364	62.00
RECORDER'S O & M FUND	2,605,220	8.50	3,188,600	8.50	3,350,728	8.50
SAFETY & WORKERS' COMP	34,450,878	27.00	36,842,405	28.00	34,505,993	29.00
FINANCE-INTERNAL SVC FUND	31,087,931	215.80	31,558,710	215.30	31,226,287	206.05
DES EQUIPMENT REPLACEMENT			253,780		573,306	
EMPLOYEE BENEFITS PROGRAM	182,497,904	10.00	197,647,837	11.00	214,007,983	12.00
FACILITIES MANAGEMENT	42,713,496	329.01	47,887,460	349.01	47,800,205	344.51
INSURANCE	28,338,068	21.00	26,484,928	21.00	26,406,102	22.00
PRINTING/GRAPHIC ARTS SRV			105,000		105,000	
	<b>366,398,698</b>	<b>893.64</b>	<b>395,212,317</b>	<b>922.64</b>	<b>408,061,408</b>	<b>911.39</b>
<b>County Assessor</b>						
COUNTY ASSESSOR	19,728,851	225.00	20,612,608	225.00	19,647,800	224.00
	<b>19,728,851</b>	<b>225.00</b>	<b>20,612,608</b>	<b>225.00</b>	<b>19,647,800</b>	<b>224.00</b>
<b>Other Agencies</b>						
STATE AUDITOR	687,461		687,302		687,246	-
BOUNDARY REVIEW BOARD	299,928	2.00	321,950	2.00	334,570	2.00
MEMBERSHIPS AND DUES	538,208		538,294		563,129	
SALARY & WAGE CONTINGENCY	1,043,000		1,043,000		1,043,000	-
EXECUTIVE CONTINGENCY	1,000,000		1,000,000		1,000,000	-
INTERNAL SUPPORT	7,621,199		7,777,622		9,392,051	-
CULTURAL DEVELOPMENT AUTHORITY	14,121,407		14,980,649		16,414,917	-
	<b>25,311,203</b>	<b>2.00</b>	<b>26,348,817</b>	<b>2.00</b>	<b>29,434,913</b>	<b>2.00</b>
<b>General Government Grants</b>						
	18,658,955	2.00	24,977,344	3.00	22,353,064	8.00
	<b>18,658,955</b>	<b>2.00</b>	<b>24,977,344</b>	<b>3.00</b>	<b>22,353,064</b>	<b>8.00</b>
<b>Total General Government</b>						
	<b>503,855,916</b>	<b>1,567.74</b>	<b>544,057,634</b>	<b>1,585.24</b>	<b>555,707,200</b>	<b>1,572.99</b>

Emergency Management division of Executive Services is reported out under the Law, Safety, and Justice program plan area. In 2007, a reorganization of information technology moves appropriation units from the Department Executive Services to the Office of Information Resource Management, under County Executive Agencies. In 2008, Printing & Graphic Arts moved back into the Department of Executive Services.