

FISCAL NOTE FOR NON-CAPITAL PROJECTS

Department:	Contact Person/Phone:	CBO Analyst/Phone:
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Legislation Title:

AN ORDINANCE relating to the 2014 Budget; carrying forward certain unexpended appropriations and funds for non-capital purposes from the 2013 budget of various departments; ratifying and confirming certain prior acts, all by a 3/4 vote of the City Council.

Summary of the Legislation:

This legislation appropriates unexpended non-capital appropriations from the 2013 Budget to the 2014 Budget.

Background:

RCW 35.32A.080 states: “the whole or any part of any appropriation provided in the budget for operating and maintenance expenses remaining unexpended or unencumbered at the close of the fiscal year shall automatically lapse, except any such appropriation as the city council shall continue by ordinance.” This legislation requests continuances for unexpended 2013 appropriations for non-capital purposes in the amount of \$10.4 million. Appropriations were made in the 2013 Budget for these expenditures but for various reasons, spending was not initiated or completed during the 2013 fiscal year. This ordinance re-appropriates these funds, which lapsed at the end of 2013, in most cases for the same purposes that the funds were dedicated to in 2013.

 This legislation does not have any financial implications.

 X This legislation has financial implications.

Appropriations:

Appropriations that result from this Ordinance can be found in Attachment A to this Fiscal Note.

Anticipated Revenue/Reimbursement Resulting from this Legislation:

Revenue/Reimbursement Notes: N/A.

Total Regular Positions Created, Modified, or Abrogated through this Legislation, Including FTE Impact:

Position Notes: N/A.

Spending/Cash Flow:

Spending/Cash Flow Notes: N/A.

Other Implications:

- a) **Does the legislation have indirect financial implications, or long-term implications?**
Items in this ordinance represent costs for which departments received budget authority in 2013, but for various reasons were not expended during the year.
- b) **What is the financial cost of not implementing the legislation?**
Not implementing this legislation would have the effect of reducing the departments' budget in order to pay for these items out of their 2014 budgets, or foregoing the benefits from the services, programs, or items for which the funds would be used.
- c) **Does this legislation affect any departments besides the originating department?**
Yes, this legislation impacts a number of departments 2014 budget. The budget appropriation contained in this legislation allow departments to continue programs that for various reasons planned spending was not completed during the calendar year.
- d) **What are the possible alternatives to the legislation that could achieve the same or similar objectives?**
None, legislation is required to appropriate these unexpended appropriations from the 2013 budget funds to the 2014 Budget.
- e) **Is a public hearing required for this legislation?** No.
- f) **Is publication of notice with *The Daily Journal of Commerce* and/or *The Seattle Times* required for this legislation?** No.
- g) **Does this legislation affect a piece of property?** No.
- h) **Other Issues:** None.

List attachments to the fiscal note below:

Attachment A: 2013 Year End Carry Forward Ordinance Fiscal Note Detail Table

2013 Year End Carry Forward Supplemental Ordinance Fiscal Note Detail Table

Report Item	Title/Description	Amount
	Section 1 – Carry Forward Appropriation Increases	
1.1	Request to Carry forward Existing Resources to Complete Mayor's Transition (Department of Finance & Administrative Services, Finance and Administrative Services Fund (50300))	\$103,000
	This item increases appropriation authority by \$103,000 in the Budget and Central Service BCL in the Department of Finance and Administrative Services (FAS) to provide resources to complete the Mayor Murray transition work. FAS received the budget and general fund support for the transition work in 2013. FAS was not able to finish and pay for all the transition work in 2013 as the transition period was limited. The carryforward resources will allow FAS to complete all the transition work in 2014.	
1.2	Request Resources for the Next Generation Data Center Project (Department of Finance & Administrative Services, Finance and Administrative Services Fund (50300))	\$300,000
	This item increases appropriation authority by \$300,000 in the Business Technology BCL in the Department of Finance and Administrative Services (FAS) for work necessary in conjunction with the Next Generation Data Center (NGDC) Project. FAS is required to migrate 80+ critical business applications from the Seattle Municipal Tower data center to the NGDC by the end of 2015. The systems are critical in supporting most of the City's enterprise business activities including financial management, budget planning, treasury, payroll, human resource information management, purchasing, licensing, tax management, and benefits administration. This funding will supplement existing 2014 resources to bring the project back to schedule to meet the required 2015 deadline.	
1.3	Request Resources for the Windows File Server Project (Department of Finance & Administrative Services, Finance and Administrative Services Fund (50300))	\$37,500
	This item increases appropriation authority by \$37,500 in the Business Technology BCL in the Department of Finance and Administrative Services (FAS) to provide resources for the Windows File Server Project. FAS is migrating from the current Novell File Servers to Windows File server in accordance with citywide standards. The FAS file servers support over 600 employees on shared network drives and 80+ critical business applications. This work was not completed in 2013 due to delays in the Citywide project, but will be completed in early 2014.	

1.4	Request Resources for the Email Archiving and eDiscovery Migration Work (Department of Finance & Administrative Services, Finance and Administrative Services Fund (50300))	\$150,000
	This item increases appropriation authority by \$150,000 in the Business Technology BCL in the Department of Finance and Administrative Services (FAS) to provide resources for the Email Archiving and eDiscovery Migration Work. In addition to leading the Citywide effort to replace the city's email archiving/eDiscovery system, the Business Technology division is also leading the implementation and migration of FAS to the City's new systems. The citywide project implementation is four months behind schedule due to a Steering Committee recommendation to analyze services and packages available from the current vendor prior to implementation of an RFP process. Consequently, the work planned for 2013 is delayed to 2014.	
1.5	Request Resources for Arena Work (Department of Finance & Administrative Services, Finance and Administrative Services Fund (50300))	\$150,000
	This item increases appropriation authority by \$150,000 in the Financial Services BCL in the Department of Finance and Administrative Services (FAS) to provide resources for the arena work. The arena project was significantly slowed down in 2013. The carryforward resources will allow FAS to continue the work when the arena work ramps up in 2014.	
1.6	Request Resource to Complete the Fleets Management System Work (Department of Finance & Administrative Services, Finance and Administrative Services Fund (50300))	\$90,000
	This item increases appropriation authority by \$90,000 in the Fleet Services BCL in the Department of Finance and Administrative Services (FAS) to provide resources to complete the fleets management system work. FAS received resources in 2013 to upgrade and improve the fleet management system (Fleet Anywhere) and the related billing system (Fleet Anywhere Billing and Reporting System). The work was delayed because the vendor has delayed the availability of the software module to mid-2014.	
1.7	Request Resources to Purchase Three Fire Pumpers (Department of Finance & Administrative Services, Finance and Administrative Services Fund (50300))	\$1,775,000
	This item increases appropriation authority by \$1,775,000 in the Fleet Services BCL in the Department of Finance and Administrative Services (FAS) to provide resources to purchase three fire pumpers. The vendor was not able to deliver the equipment in 2013. The carryforward resources will allow FAS to receive and pay for the three pumpers in 2014.	
1.8	South Lake Union Survey and Inventory, (Department of Neighborhoods, General Subfund (00100))	\$35,000
	This item increases appropriation authority by \$35,000 in the Community Building BCL and provides resources to the Department of Neighborhoods (DON) Historic Preservation program to conduct historic resources survey and inventory for South Lake Union and to develop land use incentives for historic properties as part of the South Lake Union rezoning. Of the total \$75,000 that was appropriated in 2013 for the South Lake Union rezoning work, DON has spent \$4,500 and encumbered \$35,500 in 2013. The remaining \$35,000 will be used to complete the second phase of work in 2014.	

1.9	Rental Registration and Inspection Ordinance (RRIO) Program (Department of Planning and Development, Planning and Development Fund (15700))	\$129,000
	This item increases appropriation authority by \$129,000 in the Code Compliance BCL (15700-U2400) to provide resources for unpaid 2013 expenditures related to the Rental Registration & Inspection Ordinance (RRIO) program's share of an Accela invoice that will be paid in 2014. Accela is DPD's new permitting, regulatory, enforcement and property (PREP) information system. The appropriation was provided in the 2013 2nd Quarter Supplemental Budget Ordinance. The appropriation to pay this invoice is not included in the 2014 Adopted Budget. Funding is provided through DPD fund balance, to be repaid from the collection of RRIO program registration fees in 2014. (See 2.10 in Ordinance 124309)	
1.10	Public and Private Donations of University-District Planning Efforts (Department of Planning and Development, Planning and Development Fund (15700))	\$200,000
	This item increases appropriation authority by \$200,000 in the Planning BCL (15700-U2900) to provide authority to spend donations from public and private sources to the Department of Planning and Development (DPD) in support of University District planning efforts. The appropriation was provided in Ordinance 124311 in 2013. Currently, \$120,000 has been received by DPD, and the amount of authority to be used will not exceed the amount of donated funds. The appropriation authority is not included in the 2014 Adopted Budget.	
1.11	Housing Zoning Inspector Vehicle Purchase (Department of Planning and Development, Planning and Development Fund (15700))	\$55,000
	This item increases appropriation authority by \$55,000 in the Code Compliance BCL (15700-U2400) to purchase two vehicles for the Housing & Zoning Inspection program. The vehicles were to be purchased in 2013 with one-time savings, but the delivery date and payment will occur in 2014. Code Compliance has sufficient resources for the relatively small maintenance costs for these vehicles in future years but does not have sufficient budget in 2014 for the initial purchase. Increased service demand and increased staffing drive the need to purchase these vehicles. Two additional fleet vehicles will allow Code Compliance inspectors to respond to public requests in a timelier manner and have more inspectors in the field at a given time.	
1.12	South Lake Union and Pike / Pine Design Guidelines (Department of Planning and Development, Planning and Development Fund (15700))	\$50,000
	This item increases appropriation authority by \$50,000 in the Planning BCL (15700-U2900) to provide resources for consultant support to update development and design guidelines for the South Lake Union Urban Center and the Pike/Pine Urban Center Village. The appropriation was provided in the 2013 1st Quarter Supplemental Ordinance. Engaging consultant services in 2013 was postponed due to the delay in Code amendments that were expected to be adopted earlier in the year. A consultant contract is currently being executed. The appropriation authority to spend the General Fund resources is not included in the 2014 Adopted Budget. (See 5.24 in Ordinance 124195)	

1.13	Comprehensive Plan Major Review (Department of Planning and Development, Planning and Development Fund (15700))	\$326,000
	<p>This item increases appropriation authority by \$326,000 in the Planning BCL (15700-U2900) to provide resources for the Comprehensive Plan Review Environmental Impact Statement (EIS). The General Fund appropriation was provided in the 2013 1st Quarter Supplemental Ordinance. Initial public outreach process was conducted in 2013. In November 2013 DPD issued a formal determination that an EIS would be required. Final negotiations with the selected consultant are currently in process. The appropriation authority is not included in the 2014 Adopted Budget, which necessitates the request to carry forward the budget authority in 2014. (See Item 5.7 Ordinance 124195)</p>	
1.14	Duwamish Manufacturing and Industrial Center Study (Department of Planning and Development, Planning and Development Fund (15700))	\$37,500
	<p>This item increases appropriation authority by \$37,500 in the Planning BCL (15700-U2900) to provide resources for consultant services for the Duwamish Manufacturing and Industrial Center Study. The General Fund appropriation was added by Council as a Green Sheet item in the 2013 Adopted Budget with stipulations of an equal match from outside City resources. The original appropriation was for \$75,000; however, DPD received \$25,000 from the Port of Seattle, reducing the total amount of the useable appropriation to \$50,000. Currently, an initial contract has been encumbered for \$12,500 and additional consultant services of \$37,500 will be hired in 2014. This phase of the work will include Georgetown neighborhood. The appropriation authority is not included in the 2014 Adopted Budget.</p>	
1.15	Incentive Zoning Study (Department of Planning and Development, Planning and Development Fund (15700))	\$85,000
	<p>This item increases appropriation authority by \$85,000 in the Planning (U2900) BCL and carries forward unspent General Fund to the Department of Planning and Development (DPD) for consultant support for the Incentive Zoning Update. The appropriation was provided in the 2013 1st Quarter Supplemental Ordinance. DPD postponed solicitation of consultant services in 2013 due to Council Central Staff issuance of a Request for Proposal for consultant services for Incentive Zoning to prevent a duplication of efforts. DPD is now in the process of drafting the RFP for this work and anticipates releasing it in March. The appropriation authority is not included in the 2014 Adopted Budget, which necessitates the request to carry forward the budget authority in 2014. (See 5.6 in Ordinance 124195)</p>	
1.16	City Budget Office vacation payouts (Executive Department (City Budget Office), General Subfund (00100))	\$229,341
	<p>This item increases appropriation authority by \$229,341 to the City Budget Office (CBO) BCL and provides resources to the Executive Office for vacation and other benefits payouts from both the City Budget Office and the Mayor's Office. Due to Mayoral transition agreements on termination dates, the director and deputy director of CBO were on City payroll in January 2014, so these expenses were incurred in the 2014 budget, although they were legitimately expenses for the 2013 CBO budget. CBO did have under-expenditure from 2013 that covers this amount of carry forward request.</p>	

1.17	King County Grant Carry forward for South Park Bridge Mitigation (Executive Department (Office of Economic Development), General Subfund (00100))	\$150,000
	This item increases appropriation authority by \$150,000 to the Office of Economic Development BCL and provides resources to OED to carry out a grant awarded by King County for South Park Bridge re-construction mitigation. In 2013, OED was appropriated \$150,000 that went unspent due to a lack of agreement between the South Park business district, the City, and the County on the use of the funds. In 2014, OED will work with the Office of Arts & Cultural Affairs (OACA) to execute the new scope of the program, including hiring local artists and designers to enhance the appearance of the main commercial corridor. This work will be fully reimbursed by King County.	
1.18	Innovation Lab Implementation Planning (Executive Department (Office of Economic Development), General Subfund (00100))	\$20,000
	This item increases appropriation authority by \$20,000 to the Office of Economic Development BCL and provides resources to OED to fund a contract to further develop an implementation plan for the Innovation Lab (IL), an industry-led center that would provide training for careers in the digital media industry. The IL was planned late in 2013 and an implementation plan contract was not executed in time to be encumbered. No funding was included in the 2014 Adopted Budget for this purpose. The funding will be used to develop an operational and capital finance plan as well as an organizational and management structure for the IL.	
1.19	Restaurant Permit Reform (Executive Department (Office of Economic Development), General Subfund (00100))	\$37,956
	This item increases appropriation authority by \$37,956 to the Office of Economic Development BCL and provides resources to OED to continue work on restaurant permitting reform. Of the \$75,000 appropriated in 2013, \$37,956 remains and would be used for carrying out the interagency work plan agreed to by the City, County, and State partners. The work plan includes creating and launching a web portal to assist with navigating the regulatory processes, developing an outreach strategy, and continuing to streamline confusing and inefficient regulatory requirements	
1.20	Space Planning & Implementation (Executive Department (Office of Economic Development), General Subfund (00100))	\$44,000
	This item increases appropriation authority by \$44,000 to the Office of Economic Development BCL and provides resources to OED for space planning. In the 2014 Adopted Budget three new positions were added to OED and additional term-limited temporary support was also brought on to further the mission of the organization. To accommodate the additional staff, OED needs to add work stations and increase space for meetings and collaborative work. No funding for such work is in OED's 2014 budget.	
1.21	Vacation Pay Out and Enhanced Business Outreach (Executive Department (Office of Economic Development), General Subfund (00100))	\$131,495
	This item increases appropriation authority by \$131,495 to the Office of Economic Development BCL and provides resources to OED for vacation pay out for one worker laid off in 2014 as well as to support an enhanced level of business outreach. Term-limited staffing support was added to increase OED's ability to engage and assist individual businesses and to deepen relationships with business organizations to develop new linkages between Seattle area employers and OED's workforce development partnerships.	

1.22	Vacation pay out (Executive Department (Office of Intergovernmental Relations), General Subfund (00100))	\$130,000
	This item increases appropriation authority by \$130,000 to Intergovernmental Relations BCL and provides resources to the Office of Intergovernmental Relations (OIR) for vacation pay outs and health care expenditures associated with three workers that were laid off on January 2, 2014. These expenses were not anticipated in the 2014 budget process and are one-time costs. OIR does not anticipate having enough resources to cover these payouts and health care costs from OIR's current 2014 budget.	
1.23	Vacation pay out for OIRA (Executive Department (Immigrant and Refugee Affairs), General Subfund (00100))	\$50,353
	This item increases appropriation authority by \$50,353 in Office of Immigrant and Refugee Affairs BCL and provides resources to the Office of Immigrant and Refugee Affairs (OIRA) for vacation pay outs associated with two workers that were laid off in 2014. These expenses were not anticipated in the 2014 budget process and there is no funding for these items in the 2014 base budget. These pay outs are one time in nature.	
1.24	Vacation and other benefit payouts for the Mayors' Office (Executive Department (Office of the Mayor), General Subfund (00100))	\$131,122
	This item increases appropriation authority by \$131,122 to Mayor's Office BCL and provides resources to the Executive Office for vacation, retirement and other benefit payouts from the McGinn administration staff. Due to Mayoral transition agreements on termination dates, all former Mayor's Office staff from the McGinn administration were on City payroll for a few days in January 2014, so these expenses were incurred in the 2014 budget, although they were legitimately expenses for the 2013 Mayor's Office administration. The Mayor's Office did have under-expenditure from 2013 that covers this amount of carry forward request.	
1.25	Vacation Payouts for the OSE (Executive Department (Office of Sustainability and Environment), General Subfund (00100))	\$30,300
	This item increases appropriation authority by \$30,300 to the Office of Sustainability and Environment BCL and provides resources to OSE to assist with Executive Department vacation payouts. These expenses were not anticipated in the 2014 budget process and are one-time costs.	
1.26	Vacation pay out and salary increase for OCR (Executive Department (Seattle Office for Civil Rights), General Subfund (00100))	\$68,000
	This item increases appropriation authority by \$68,000 in Civil Rights BCL and provides resources to the Office of Civil Rights for a vacation pay out and a salary increase for the new director. There is no funding for these items in the base budget. The vacation payout is one-time in nature, but the salary adjustment will be annualized during the baseline phase of the budget.	

1.27	Only in Seattle Capital Projects (Finance General, General Subfund (00100))	\$243,238
	This item increases appropriation authority by \$243,238 in the Finance General Reserves BCL to carry forward funding awarded to business districts with parking meters via a public request for proposal process under the Office of Economic Development's Only In Seattle program. This funding was made available in the 2013 Adopted Budget for the purpose of funding capital improvements to enhance business district streetscapes and the pedestrian environment and was awarded to six projects. Projects experienced various delays due to the need for additional design work, higher levels of coordination and outreach to the affected stakeholders than anticipated and the need to take time to ensure alignment with federal funding match guidelines. No additional funding will be needed to implement these projects in 2014.	
1.28	Transportation Efficiency Review Study (Finance General, General Subfund (00100))	\$256,893
	This item increases appropriation authority by 256,893 in Finance General Reserves BCL. This funding supports a Phase II effort to analyze the Seattle Department of Transportation (SDOT) operations, management, and efficiency practices. The Interdepartmental Team (IDT) that oversaw the Phase I review benchmarked SDOT's operations against industry standards and identified areas where improvement or further analysis is needed. The IDT is in the process of finalizing its recommendations to the Seattle City Council on how the Phase II funds should be expended. These funds may be used for more than one project and the projects may be sequenced.	
1.29	Seattle Arena Proposal Work (Finance General, General Subfund (00100))	\$152,383
	This item increases appropriation authority by \$152,383 in the Finance General Reserves BCL to support development of transaction documents related to the SoDo arena proposal. This proposal represents a partnership between the City, King County, and ArenaCo (a group of investors proposing to develop and operate the new arena). As part of the proposal, ArenaCo has agreed to reimburse the City and County for costs associated with development, financial and legal work on the project. The Arena project was significantly slowed down in 2013 and not all of the \$1 million made available in the 2013 Adopted Budget was expended. It is anticipated that 2013 resources will be required to complete an accelerated work program in 2014.	
1.30	Building Changes – Diversion Pilot (Human Services Department, Human Services Operating Fund (16200))	\$120,000
	This item increases appropriation authority by \$120,000 in the Community Support and Assistance BCL (H30ET) for the Diversion Pilot as part of the King County Family Homelessness Initiative. The project is a collaborative effort between HSD and Building Changes. The 2013 funds were not expended because of an implementation delay tied to coordinating efforts within the King County Family Homelessness Initiative. The 2013 funds are anticipated to be spent down in 2014 in conjunction with an additional \$120,000 allocated in the 2014 Adopted Budget. The contract was executed on January 1, 2014 and the total amount of the contract is \$240,000.	

1.31	Ravenna United Methodist Church - Shelter Capacity (Human Services Department, Human Services Operating Fund (16200))	\$10,090
	<p>This item increases appropriation authority by \$10,090 to the Community Support and Assistance BCL (H30ET) and provides resources to the Human Services Department for additional shelter capacity. Additional shelter capacity with this provider is part of the city's crisis response on homelessness, and the overall system's crisis response. Council added \$75,000 in 2012 for an "Opportunity Fund" for faith-based communities providing shelter services to implement needed improvements to their facilities in order to provide more or improved services. In 2012, an RFI process was conducted and Ravenna United Methodist was awarded \$10,090 in August of that year (other projects funded in the RFI have been completed). These are one-time funds. It is anticipated that these funds will be spent down in 2014. The delay is due to the scope of work for the project changing. The funds will not carry forward beyond 2014.</p>	
1.32	2013 Year-End Carry Forward: Personnel Costs for Represented Positions (Law Department, General Subfund (00100))	\$25,000
	<p>This item increases appropriation authority by \$25,000 to the Law Department Precinct Liaison Division BCL. This request is necessary in order to pay increased personnel costs in the Precinct Liaison Division as a result of a labor contract with Local 21-PA. In August 2010, the prosecutors in the Criminal and Precinct Liaison Divisions formed the Seattle Prosecuting Attorneys Association (the name was later changed from SPAA to Local 21-PA). Contract negotiations concluded in December 2013 with Local 21-PA members approving a contract with retroactive wages to January 2, 2013. The 2014 Adopted Budget provides for the 2014 increase. Carry forward resources from 2013 would provide the Law Department with sufficient funds to cover the one-time retro and salary payments required to implement the contract.</p>	
1.33	2013 Year-End Carry Forward: RiskEnvision Case Management Software (Law Department, General Subfund (00100))	\$80,000
	<p>This item increases appropriation authority by \$80,000 to the Law Department Civil Division BCL and provides resources to the Law Department for a new case management software application, RiskEnvision, being developed specifically for the Civil Division. Our contract with the vendor, Ebix, called for the new module to be developed and installed by the end of 2012. However, Ebix has experienced significant delays. We received the first two business tracks in November 2012 and preliminary testing determined they were not functional. Ebix continued development of the application throughout 2013 and the Law Department conducted staff training in January 2014. The Law Department has been carrying forward the funds to pay for RiskEnvision since 2012 and must do so again in order to pay for this in 2014. The Law Department is committed to completing this project and does not want to accept an incomplete or inferior product. It is critical that all elements of the application, especially the calendaring of case deadlines, work correctly. Carry forward resources reserved for this project from 2013 to 2014 would allow the Law Department to pay for the application when it is fully tested and finally installed successfully in 2014.</p>	

1.34	2013 Year-End Carry Forward: Personnel Costs for Represented Positions (Law Department, General Subfund (00100))	\$90,000
	<p>This item increases appropriation authority by \$90,000 to the Law Department Criminal Division BCL. This request is necessary in order to pay increased personnel costs in the Criminal Division as a result of a labor contract with Local 21-PA. In August 2010, the prosecutors in the Criminal and Precinct Liaison Divisions formed the Seattle Prosecuting Attorneys Association (the name was later changed from SPAA to Local 21-PA). Contract negotiations concluded in December 2013 with Local 21-PA members approving a contract with retroactive wages to January 2, 2013. The 2014 Adopted Budget provides for the 2014 increase. Carry forward resources from 2013 would provide the Law Department with sufficient funds to cover the one-time retro and salary payments required to implement the contract.</p>	
1.35	Acoustical Study of the City Council Chambers (Legislative Department, General Subfund (00100))	\$25,000
	<p>This item increases appropriation authority by \$25,000 to the Legislative Department BCL and provides resources to the Legislative Department for an acoustical study of the Council Chambers to examine conditions and develop options to address sound quality issues. Audience members, presenters, and Councilmembers often struggle to hear what is being said, even when voices are amplified, creating barriers for those offering public testimony and at times limited dialogue between Councilmembers, staff and other presenters. Additionally, over the past year Legislative Department staff have investigated the possibility of installing a wireless "loop" technology system in the Council Chambers that would provide a direct listening channel for individuals who use electronic hearing aids at an estimated cost of \$25,000. As first presented this appeared to be a cost-effective approach to providing enhanced access to City Council meetings and civic dialogues. Further research determined that installation and full implementation in both Council Chambers and the Bertha Knight Landes Room could cost as much as \$475,000. Of this total, roughly 10% covers the cost for the "loop" technology, while the rest would be for the temporary removal and replacement of built-in furniture and the permanent replacement of carpeting. In the context of such a significant investment, additional research, through the acoustical study, is prudent to determine the most appropriate and cost-effective solution.</p>	
1.36	Economic Analysis and Planning Study of KeyArena (Legislative Department, General Subfund (00100))	\$150,000
	<p>This item increases appropriation authority by \$150,000 to the Legislative Department BCL and provides resources to the Legislative Department for a comprehensive economic analysis and planning study by an independent consultant to inform future decisions about the use of KeyArena and the KeyArena site that are financially sustainable and would significantly contribute to the vitality of the Seattle Center. These funds were appropriated in the Legislative Department's 2013 budget but there was insufficient time to procure a consultant before the end of the year. The Department is currently conducting a Request for Qualifications process so that a consultant contract for this work can be executed in the first quarter of 2014. Carry forward resources from 2013 would fund this contract.</p>	

1.37	Seattle Center Cost and Revenue Source Assessment (Legislative Department, General Subfund (00100))	\$150,000
	<p>This item increases appropriation authority by \$150,000 to the Legislative Department BCL and provides resources to the Legislative Department to coordinate a comprehensive, campus-wide assessment of Seattle Center's existing costs and revenue sources. These resources will also fund a consultant to identify options for improving the sustainability of Seattle Center's baseline operating budget, including the cultivation of new and expanded sources of income. These funds were carried forward from the Department's 2012 budget; however, use of these funds for this work was predicated on completion of the economic analysis and planning study of KeyArena and the KeyArena site, which is a critical piece of the overall Seattle Center assessment. The Department is currently conducting a Request for Qualifications process for the KeyArena study so that a consultant contract can be executed. Once this study has been completed, the Seattle Center assessment will follow.</p>	
1.38	Workforce Housing Forum (Legislative Department, General Subfund (00100))	\$10,000
	<p>This item increases appropriation authority by \$10,000 to the Legislative Department BCL and provides resources to the Legislative Department for a workforce housing forum. The City Council appropriated \$200,000 to the Legislative Department in the 2013 first quarter supplemental ordinance to undertake the body of work outlined in Resolution 31444, which called for a thorough review and update of Seattle's incentive zoning and other affordable housing programs and policies focused on creating affordable workforce housing by establishing an Expert Advisory Team that would advise and make recommendations to the City Council. Three consultant contracts have been executed to conduct this workforce housing work and these consultants form the core of the Expert Advisory Team that will advise and make recommendations to the City Council. This \$10,000 request for carry forward authority is the balance of the \$200,000 appropriation and will fund the February 13 Workforce Housing Forum, which will feature national experts who will discuss best practices in affordable housing production in growing urban centers like Seattle.</p>	
1.39	Citywide Legislation Management System (Legislative Department, General Subfund (00100))	\$84,221
	<p>This item increases appropriation authority by \$84,221 to the Legislative Department BCL and provides resources to the Legislative Department to complete the Citywide Legislation Management System project. The City Council transferred \$160,000 from the Department of Information Technology's fund balance to the Legislative Department in the 2013 adopted budget to purchase a software system that would allow the City Clerk to revamp and streamline the City's current process for legislation development, intake, and review. See 2013-2014 Seattle City Council Green Sheet 23-1-A-1. Costs incurred in 2013 involved hiring staff and subsequently a consultant to manage the project, which included the development of the project charter and the Request for Proposal for software vendors and on-site vendor interviews, vendor selection, and contract negotiations. This \$84,221 request for carry forward authority is the balance of the \$160,000 appropriation and will fund the purchase of the legislation management system software, implementation costs, staff training, customization to the web interface, possible customized report development, and ongoing project management costs.</p>	

1.40	Separated Employees Final Pay and Cash Out Costs (Legislative Department, General Subfund (00100))	\$94,000
	<p>This item increases appropriation authority by \$94,000 to the Legislative Department BCL and provides resources to the Legislative Department to cover separated employees final pay and cash out costs. Appropriation authority is needed to cover the unfunded final pay and cash out costs incurred in January 2014 for a Councilmember and his three staff who separated from the City on December 31, 2013. Additionally, salary savings generated from position vacancies for two employees who are retiring by April 2014 is insufficient to cover retiree cash out and position backfilling costs.</p>	
1.41	Evaluation of the Seattle Youth Violence Prevention Initiative (Office of City Auditor, General Subfund (00100))	\$75,000
	<p>This item increases appropriation authority by \$75,000 to the Office of City Auditor BCL and provides resources to the Office of City Auditor (OCA) for completing the evaluation of the Seattle Youth Violence Prevention Initiative (SYVPI). The City Council appropriated \$300,000 in the OCA's 2013 budget for this evaluation, of which \$225,000 has been allocated to two consultant contracts, one for an "evaluability assessment" to determine whether the SYVPI meets the criteria for a meaningful evaluation to take place, and one for a process evaluation of the SYVPI's School Emphasis Officer program. This \$75,000 carry forward request addresses the third component of the Council-approved evaluation plan for SYVPI -- an evaluation-readiness plan for SYVPI Street Outreach. OCA is currently working on finalizing a contract with a research partner for this component of the SYVPI evaluation.</p>	
1.42	Risk Assessment of the City of Seattle's Information Technology Controls (Office of City Auditor, General Subfund (00100))	\$88,000
	<p>This item increases appropriation authority by \$88,000 to the Office of City Auditor (OCA) BCL. This request is to fund an independent consultant's risk assessment of the City of Seattle's information technology (IT) controls that are designed to ensure compliance with the Payment Card Industry (PCI) Data Security Standard. The City was designated a PCI Level One merchant in 2014 because of the increased number of credit card transactions processed by City departments. This change significantly increases the City's regulatory reporting and remediation requirements to maintain credit card processing privileges. Furthermore, recent significant thefts of credit card data (e.g., Target) highlight the need to ensure the security of City credit card transactions. OCA completed risk assessments of critical City IT systems in 2012 and 2013 in coordination with the Department of Information Technology's (DoIT) Office of Information Security and affected City departments. Due to the departure of the City's Chief Information Security Officer in late 2013, OCA was unable to finalize plans for a risk assessment in 2014. Since then OCA has been working with DoIT and the Department of Finance and Administration (FAS), and is expected to finalize such plans soon. The limited amount of non-discretionary funding available in the OCA budget necessitates this request for carry forward authority.</p>	

1.43	Land Use Mediation Pilot Project (Office of Hearing Examiner, General Subfund (00100))	\$15,000
	This item increases appropriation authority by \$15,000 in Office of Hearing Examiner BCL and provides resources to the Office of Hearing Examiner for a Land Use Mediation Pilot Project. The Office of Hearing Examiner (HXM) received a \$15,000 appropriation from a 2012 second quarter supplemental appropriation (#123985) for a Land Use Mediation Pilot Project. The purpose of the funding is to pay for DPD planner time spent in mediation of land use appeals. Due to the precipitous drop in real estate development caused by the Great Recession, there were no cases referred to mediation in late 2012 or in 2013. (There is an approximate 2 to 2 ½ year lag between an increase in DPD work attributable to increased development activity and a resultant increase in HXM cases.) HXM will need the \$15,000 appropriation to cover DPD planner hours/costs for time spent in mediations during the mediation pilot project, which was to last for 2 years or until the funds are expended.	
1.44	Street Use Permitting - Upgrade to Hansen 8 (Seattle Department of Transportation, Transportation Operating Fund (10310))	\$372,751
	This item increases appropriation authority by \$372,751 in the Right of Way Management BCL (10310-17004). Funds will be used to complete the business case analysis for the Hansen Permitting System upgrade. The 2013 Adopted Budget provided \$485,000 to fund planning work related to the upgrade. The budgeted amount was not fully spent because the decision making process for critical project items has taken an extended period of time.	
1.45	Travel Options (Seattle Department of Transportation, Transportation Operating Fund (10310))	\$155,000
	This item increases appropriation authority by \$155,000 in the Mobility Operations BCL (10310-17003). This item provides resources to complete Phase II of the Downtown Access Strategy, addressing Center City mobility. The 2013 Adopted Budget provided \$175,000. The agreement between SDOT and Downtown Seattle Cares identifies a spending plan of \$20,000 in 2013 (all of which was spent), with the remainder (\$155,000) slated for 2014.	
1.46	Freight Master Plan (Seattle Department of Transportation, Transportation Operating Fund (10310))	\$100,000
	This item increases appropriation authority by \$100,000 in the Mobility Operations BCL (10310-17003). The 2013 Adopted Budget provided \$100,000 to support a new Freight Master Plan. No costs have been incurred for this project to date due to staffing and work program issues.	
1.47	SLU Transfer Development Rights (Seattle Department of Transportation, Transportation Operating Fund (10310))	\$94,000
	This item increases appropriation authority by \$94,000 in Engineering Services BCL (10310-17002). This item provides resources for preliminary design of projects identified in the Landscape Conservation and Local Infrastructure Program (LCLIP) Infrastructure Funding Plan adopted by Council in Ordinance 124286. SDOT developed conceptual scopes and cost estimates in developing the plan. The funds were not spent in 2013 because Ordinance 124286 was not approved until late September. However, the funds are anticipated to be spent in 2014 to develop preliminary designs for LCLIP projects and refine the cost estimates.	

1.48	TMP Implementation (Seattle Department of Transportation, Transportation Operating Fund (10310))	\$24,223
	This item increases appropriation authority by \$24,223 in the Mobility Operations BCL (10310-17003). This item carries forward resources for participation in the Multifamily-focused In Motion project and fulfills obligations defined in the Memorandum of Agreement between the City and King County in this regard.	
1.49	Land Use-Transportation Planning (Seattle Department of Transportation, Transportation Operating Fund (10310))	\$250,000
	This item increases appropriation authority by \$250,000 in the Mobility Operations BCL (10310-17003). This item carries forward funds provided in 2013 Supplemental Ordinance #124222, item 3.9. No costs have been incurred for this project to date due to lack of staff capacity within SDOT.	
1.50	Stairway Rehabilitation Project (Seattle Department of Transportation, Transportation Operating Fund (10310))	\$61,891
	This item increases appropriation authority by \$61,891 in Bridges and Structures BCL (10310-17001). This item carries forward funds for the stairway project at Northwest 42nd & Palatine. SDOT began this project in the 4th quarter of 2013 and plans to complete this project in the 1st quarter of 2014. SDOT has increased the number of BTG stairway rehabs per year to meet campaign goals. These funds will help ensure BTG deliverables are met.	
1.51	School Safety Education and Outreach (Seattle Department of Transportation, Transportation Operating Fund (10310))	\$82,196
	This item increases appropriation authority by \$82,196 in the Mobility Operations BCL (10310-17003). This item carries forward resources for staff work for City's School Road Safety Initiative. \$75,000 of this funding was appropriated through the third quarter supplemental budget ordinance in 2013. The 2014 Adopted budget does not include funding for this work.	
1.52	ICR Carryforward (Seattle Department of Transportation, Transportation Operating Fund (10310))	\$1,692,551
	This item increases appropriation authority by \$1,692,551 in the Department Management BCL (10310-18001). This item carries forward funds from the Indirect Cost Recovery (ICR) cost center. These funds will be used for costs associated with additional office space; specifically, this request will fund reconfiguration and moves of existing staff to accommodate the FTE growth necessary to meet the City's transportation objectives.	
1.53	Replacement and Upgrade of Hand-held Ticketing Devices in Parking Enforcement (Seattle Police Department, General Subfund (00100))	\$1,323,000
	This item increases appropriation authority by \$1,323,000 in the Special Operations BCL for the replacement and upgrade of hand-held ticketing (HHT) devices in Parking Enforcement. The 2013 Adopted Budget included funding to upgrade and replace all HHT devices in Parking Enforcement as the current devices have exceeded their replacement lifecycle. New devices will enable Parking Enforcement to continue to efficiently and effectively enforce parking regulations and integrate pay-by-phone enforcement into a single device. The Department's procurement process involved in-depth testing of multiple devices and vendor software with several rounds of scoring resulting in a delay of vendor selection to early 2014. Current project timelines indicate that the Department will replace all of the HHT devices by mid-2014 with this carryforward funding.	

1.54	North Precinct Parking Facility (Seattle Police Department, General Subfund (00100))	\$100,000
	<p>This item increases appropriation authority by \$100,000 in the Deputy Chief of Staff BCL for the tenant improvements at a newly leased North Parking Enforcement Facility. The 2013 Adopted Budget provided funding to upgrade a Department of Information Technology owned building that houses some Parking Enforcement staff north of the ship canal. In late 2012, after the budget process was complete, SPD was notified of the potential sale of the DoIT building to Seattle City Light in late 2013. Working collaboratively with the Department of Finance and Administrative Services, SPD identified a larger location in north Seattle that could accommodate all 21 PEOs and relieve additional crowding pressures at other City deployment facilities. This new facility required \$100,000 worth of tenant improvements. As a result, SPD held some of the 2013 Adopted Budget funding and other expense funding for these improvements. Due to a delay in permitting, these improvements will not be completed until February 2014, requiring a carry forward of the funds.</p>	