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<b>Total Budget Balance Effect</b>	<b>\$1,325,293</b>	<b>(\$326,728)</b>

**Budget Action description:**

This budget action does the following:

1. Amends C.B. 118839 by increasing the amount of Limited Tax General Obligation (LTGO) bonds by approximately \$1.1 million, and recommends passage of C.B. 118839;
2. Replaces approximately \$1.1 million of the Seattle Police Department (SPD) Records Management System (RMS) General Subfund funding with LTGO bond financing;
3. Reduces \$290,000 in the records management system project related to SPD training; and
4. Imposes the following proviso:

"No money in the Seattle Information Technology Applications Development SPD Project may be encumbered by the execution of a contract for a records management system for the Seattle Police Department, unless approval to do so is received through the Seattle Information Technology project stage gate process, and the Seattle Information Technology Department or Seattle Police Department files a current project cost estimate with the City Clerk that states that the proposed remaining 2017 and 2018 expenditures for the records management system project are within the 2017-2018 adopted budget appropriation authority."

**Background:**

The Records Management System is SPD's system of record for police reports. In 2016, SPD conducted an assessment of the existing RMS system's capabilities and desired functionality. The assessment described the RMS as one of the most mission-critical systems for a police department and therefore any failure can have impacts to officer and public safety and loss of public trust. The assessment in essence emphasized the importance of a thoughtful staged implementation. Toward that end, the assessment recommended establishing clear expectations and objectives, evaluating and redesigning key business processes to leverage the RMS, and conducting an analysis to fully scope and budget for RMS implementation. Specifically, the assessment proposed as a risk mitigation strategy that the project should have an initial robust planning and analysis phase to inform the budget, scope, and timeline for implementation, and that the project should be budgeted and built in phases.

The RMS system is currently at the conceptual design phase. It will undergo a Seattle Information Technology stage gate process that provides oversight from the Executive branch in stages. The stage requirements, however, are not based on budgetary expenditures but rather program deliverables. This proviso would institute a budgetary check on implementation of the RMS, in conjunction with the SealT stage gate process, in order to provide budgetary oversight control.

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### Budget Action Transactions

**Budget Action Title:** Proviso funding and substitute \$1,094,249 LTGO bond financing in place of GSF support for SPD records management system, and amend and recommend passage of C.B. 118839 as amended

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BCL or Revenue Source	Summit Code	Fund	Year	Revenue Amount	Expenditure Amount
1	Increase LTGO bond revenue				SEAIT	Limited Tax General Obligation (LTGO) Bonds - App Dev SPD	569990	50410	2017	\$1,094,249	
2	Decrease GSF				SEAIT	Technology Allocation (pure GF)	587001	50410	2017	(\$1,094,249)	
3	Reduce GSF transfer to SealT				FG	Information Technology Fund	QA-DOITFUN	00100	2017		(\$1,094,249)
4	GSF transfer to Bond Interest Redemption Fund for Debt Service				FG	General Bond Interest/Redemption Fund	Q5972010	00100	2017		\$29,478
5	GBIRF appropriation for Debt Service				DEBTSVC	Bond Interest and Redemption	DEBTBIRF	20110	2017		\$29,478
6	GSF transfer to Bond Interest Redemption Fund for Debt Service				FG	General Bond Interest/Redemption Fund	Q5972010	00100	2018		\$163,364
7	GBIRF appropriation for Debt Service				DEBTSVC	Bond Interest and Redemption	DEBTBIRF	20110	2018		\$163,364
8	Reduce appropriation authority for SPD Records Management System (SPD costs)				SPD	Administrative Operations	P8000	00100	2017		(\$290,000)
9	Reduce revenue transfer for SPD Records Management System (SPD costs)				GSF	Transfer from - Seattle IT	587900	00100	2017	(\$290,000)	

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10	Reduce CIP IT Fund appropriation for transfer to GSF for SPD Records Mangement System (SPD Costs)				SEAIT	Application Services	D6600	50410	2017		(\$290,000)
11	Reduce support for SPD Records Management System (SPD Costs).				SEAIT	Technology Allocation (pure GF)	587001	50410	2017	(\$290,000)	
12	Reduce transfer to support SPD Records Management System				FG	Information Technology Fund	QA-DOITFUN	00100	2017		(\$290,000)