



# SEATTLE CITY COUNCIL

## Select Budget Committee

### Agenda

Wednesday, November 6, 2019

9:30 AM

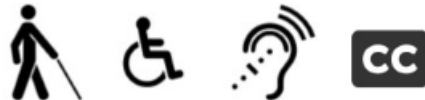
Council Chamber, City Hall  
600 4th Avenue  
Seattle, WA 98104

Sally Bagshaw, Chair  
M. Lorena González, Member  
Bruce Harrell, Member  
Lisa Herbold, Member  
Debora Juarez, Member  
Teresa Mosqueda, Member  
Mike O'Brien, Member  
Abel Pacheco, Member  
Kshama Sawant, Member

Chair Info: 206-684-8801; [Sally.Bagshaw@seattle.gov](mailto:Sally.Bagshaw@seattle.gov)  
[Watch Council Meetings Live](#) [View Past Council Meetings](#)

Council Chamber Listen Line: 206-684-8566

For accessibility information and for accommodation requests, please call 206-684-8888 (TTY Relay 7-1-1), email [CouncilAgenda@Seattle.gov](mailto:CouncilAgenda@Seattle.gov), or visit <http://seattle.gov/cityclerk/accommodations>.



**SEATTLE CITY COUNCIL**  
**Select Budget Committee**  
**Agenda**  
**November 6, 2019 - 9:30 AM**

**Meeting Location:**

Council Chamber, City Hall, 600 4th Avenue, Seattle, WA 98104

**Committee Website:**

<http://www.seattle.gov/council/committees/budget>

---

This meeting also constitutes a meeting of the City Council, provided that the meeting shall be conducted as a committee meeting under the Council Rules and Procedures, and Council action shall be limited to committee business.

*Please Note: Times listed are estimated*

**INITIAL BALANCING PACKAGE**

Presentation and discussion of the Budget Committee Chair's 2020 Proposed Budget and 2020-2025 Proposed Capital Improvement Program (Initial Balancing Package).

**A. Call To Order**

**B. Approval of the Agenda**

**C. Items of Business**

**I. Homelessness**

1. [CBA  
HOM-1-A-2](#)      **Add \$206,000 GF in one-time funds to HSD for mental health outreach workers in the University District and Ballard**

Attachments:    [CBA HOM-1-A-2](#)

2. [CBA  
HOM-2-B-1](#)      Add \$600,000 GF, including \$142,000 GF in one-time funds, to HSD to open a tiny home village and impose a proviso  
  
*Attachments:*    [CBA HOM-2-B-1](#)
  
3. [CBA  
HOM-3-B-1](#)      Add \$1,200,000 GF, including \$600,000 GF one-time funding, to HSD to expand tiny home villages and impose two provisos  
  
*Attachments:*    [CBA HOM-3-B-1](#)
  
4. [SLI  
HOM-4-A-2](#)      Request a report on sites for a tiny home village  
  
*Attachments:*    [SLI HOM-4-A-2](#)
  
5. [CBA  
HOM-5-B-1](#)      Add \$1,500,000 GF in one-time funding to HSD for relocation and building renovations for a youth homelessness shelter  
  
*Attachments:*    [CBA HOM-5-B-1](#)
  
6. [CBA  
HOM-6-B-1](#)      Add \$210,000 GF to HSD for homeless outreach in North Seattle  
  
*Attachments:*    [CBA HOM-6-B-1](#)
  
7. [CBA  
HOM-7-B-1](#)      Add \$100,000 GF to HSD for vehicle resident outreach and parking offense mitigation  
  
*Attachments:*    [CBA HOM-7-B-1](#)
  
8. [CBA  
HOM-8-B-1](#)      Add \$158,000 GF, including \$33,000 in one-time funding, to operate an overnight-only safe parking lot  
  
*Attachments:*    [CBA HOM-8-B-1](#)

9. [CBA](#)  
[HSD-10-B-1](#)      **Add \$10,000 GF (ongoing) to support transportation and activities for low-income seniors**
- Attachments:* [CBA HSD-10-B-1](#)
10. [CBA](#)  
[HOM-11-A-2](#)      **Add \$100,000 GF to HSD for legal services for homeless youth and impose a proviso**
- Attachments:* [CBA HOM-11-A-2](#)
11. [CBA](#)  
[HOM-12-B-1](#)      **Add \$75,000 GF in one-time funding to HSD for a smart wallet program for donations to the homeless**
- Attachments:* [CBA HOM-12-B-1](#)
12. [CBA](#)  
[HOM-13-B-1](#)      **Add \$700,000 GF in one-time funds to HSD to create a rental assistance pilot and impose a proviso**
- Attachments:* [CBA HOM-13-B-1](#)
13. [CBA](#)  
[HOM-15-A-2](#)      **Impose a proviso on Navigation Team appropriations in HSD**
- Attachments:* [CBA HOM-15-A-2](#)
14. [CBA](#)  
[HOM-19-A-1](#)      **Add \$119,000 GF one-time to HSD to hire a 1.0 FTE term-limited grant and contract specialist**
- Attachments:* [CBA HOM-19-A-1](#)
15. [CBA](#)  
[HOM-60-A-1](#)      **Cut \$125,000 GF from HSD to reduce the safe parking pilot program**
- Attachments:* [CBA HOM-60-A-1](#)

16. [CBA  
HOM-61-A-1](#)      **Cut \$345,000 GF (one-time) from the HSD Regional Authority Start-Up Costs and impose a proviso**  
*Attachments:* [CBA HOM-61-A-1](#)
17. [CBA  
HOM-62-A-1](#)      **Reduce appropriations in HSD for tiny home village relocation by \$1,000,000 GF (one-time)**  
*Attachments:* [CBA HOM-62-A-1](#)
18. [CBA  
HSD-50-B-2](#)      **Add \$1,800,000 GF in one-time funds to HSD to construct a health clinic**  
*Attachments:* [CBA HSD-50-B-2](#)

## II. Housing

19. [CBA FG-1-A-2](#)      **Impose a proviso on the Strategic Investment Fund in Finance General**  
*Attachments:* [CBA FG-1-A-2](#)
20. [CBA OH-1-B-1](#)      **Add \$50,000 of fund balance in 2020 in OH to implement Affirmative Marketing and Community Preference Plans**  
*Attachments:* [CBA OH-1-B-1](#)
21. [CBA OH-2-B-1](#)      **Add \$100,000 GF (one-time) to OH for pre-development and planning costs for an affordable housing project in Little Saigon**  
*Attachments:* [CBA OH-2-B-1](#)
22. [CBA OH-3-A-2](#)      **Add \$150,000 GF (one-time) to OH for pre-development and planning costs for affordable housing projects for low-income residents in the Central District**  
*Attachments:* [CBA OH-3-A-2](#)

23. [CBA OH-4-B-1](#) Add \$12.75 million GF of one-time funding in OH to the Rental Production and Preservation program to make financing commitments for the 2019 Notice of Funding Availability

*Attachments:* [CBA OH-4-B-1](#)

24. [CBA OH-8-B-1](#) Impose a proviso on \$2.5 million in OH for an Accessory Dwelling Unit (ADU) Loan Program

*Attachments:* [CBA OH-8-B-1](#)

25. [CBA OH-9-A-1](#) Cut \$18.2 million GF (one-time) in proposed funding for programs supported by Mercer Properties Sales Proceeds including the Strategic Investment Fund, the Affordable Homeownership Acquisition Program, and the Attached Dwelling Unit Loan Program and redirect funds for other Council priorities

*Attachments:* [CBA OH-9-A-1](#)

### III. Hygiene

26. [CBA  
HOM-9-C-1](#) Add \$75,000 GF to HSD for women's hygiene products and diapers at emergency shelters

*Attachments:* [CBA HOM-9-C-1](#)

27. [CBA  
HOM-16-A-2](#) Add \$1,284,000 GF, including \$558,000 one-time funding, to develop mobile bathroom facilities

*Attachments:* [CBA HOM-16-A-2](#)

28. [CBA  
HOM-50-A-2](#) Add \$115,000 GF to SPU to expand the Encampment Trash program with a nonprofit provider

*Attachments:* [CBA HOM-50-A-2](#)

### IV. Law Enforcement Assisted Diversion (LEAD)

29. [CBA HSD-99-B-1](#) Add \$3.5 million GF in 2020 (ongoing) to HSD to fund the LEAD Program; and impose three provisos

*Attachments:* [CBA HSD-99-B-1](#)  
[Attachment 1 - LEAD Expenditures and Revenues](#)

30. [CBA HSD-100-A-1](#) Res XXXX Adopt Law Enforcement Assisted Diversion Resolution

*Attachments:* [CBA HSD-100-A-1](#)  
[Attachment 1 - LEAD Resolution v3](#)

#### V. Criminal Justice

31. [CBA CJ-2-A-2](#) Impose a proviso on Finance General Reserves for LAW's staffing of a case conferencing pilot

*Attachments:* [CBA CJ-2-A-2](#)

32. [CBA CJ-3-A-2](#) Impose a proviso on Finance General Reserves for a rapid reentry connector pilot at the King County jail

*Attachments:* [CBA CJ-3-A-2](#)

33. [CBA CJ-4-B-1](#) Impose two provisos related to pilot programs for high-barrier individuals

*Attachments:* [CBA CJ-4-B-1](#)

34. [CBA CJ-5-A-2](#) Impose a proviso on \$50,000 in OCR for community-based organizations to respond to hate violence

*Attachments:* [CBA CJ-5-A-2](#)

35. [SLI CJ-6-A-2](#) Request that OCR spend a portion of its \$1 million in its 2020 Proposed Budget on community-based organizations to create restorative justice approaches to individuals committing hate crimes  
*Attachments:* [SLI CJ-6-A-2](#)
36. [SLI CJ-7-A-2](#) Request that Seattle Municipal Court report back to Council on how it would implement high-barrier probation  
*Attachments:* [SLI CJ-7-A-2](#)
37. [SLI CJ-21-A-2](#) Request that Executive departments report on reentry recommendations regarding increasing economic opportunities  
*Attachments:* [SLI CJ-21-A-2](#)
38. [SLI CJ-24-A-2](#) Request that LAW report on expanding prefiling diversion opportunities to those over age 25  
*Attachments:* [SLI CJ-24-A-2](#)
39. [SLI CJ-26-A-2](#) Request that SPD develop a reporting mechanism that accurately captures race data  
*Attachments:* [SLI CJ-26-A-2](#)
40. [CBA](#)  
[CJ-61-B-1](#) Add \$124,000 one-time GF for sex industry workers diversion program and impose a proviso  
*Attachments:* [CBA CJ-61-B-1](#)

## VI. Transportation



41. [CBA](#)  
[SDOT-1-A-2](#)      Add \$150,000 of School Safety Traffic and Pedestrian Improvement Fund for SDOT to pay for an Active Transportation Coordinator at Seattle Public Schools
- Attachments:* [CBA SDOT-1-A-2](#)
42. [SLI](#)  
[SDOT-2-B-1](#)      Request that SDOT report on current maintenance spending for bicycle infrastructure
- Attachments:* [SLI SDOT-2-B-1](#)
43. [CBA](#)  
[SDOT-4-B-1](#)      Redirect \$2 million of Mercer Megablock proceeds to the Bicycle Master Plan - Protected Bike Lanes CIP project, amend the CIP project page, and add a spending proviso
- Attachments:* [CBA SDOT-4-B-1](#)  
[Attachment A - CIP Page](#)
44. [CBA](#)  
[SDOT-7-B-1](#)      Add \$500,000 of General Fund (Transportation Network Company Tax) and establish a CIP project in SDOT for West Marginal Way Safe Street and Accessibility Improvements
- Attachments:* [CBA SDOT-7-B-1](#)  
[Attachment A - CIP Page](#)
45. [SLI](#)  
[SDOT-8-B-1](#)      Request that SDOT provide a Center City Streetcar Connector Financial Plan
- Attachments:* [SLI SDOT-8-B-1](#)
46. [CBA](#)  
[SDOT-10-B-2](#)      Add \$400,000 of General Fund (Transportation Network Company Tax) to SDOT and establish a CIP project for Fortson Square redesign implementation
- Attachments:* [CBA SDOT-10-B-2](#)  
[Attachment A - CIP Page](#)

47. [CBA](#)  
[SDOT-11-B-1](#)      **Add \$400,000 of General Fund (Transportation Network Company Tax) for SDOT's Market to MOHAI (MC-TR-C095) CIP project**
- Attachments:*    [CBA SDOT-11-B-1](#)  
                          [Attachment A - CIP Page](#)
48. [CBA](#)  
[SDOT-12-C-1](#)      **Add \$1.8 million of General Fund and establish a CIP project for SDOT to implement redesign of Thomas Street**
- Attachments:*    [CBA SDOT-12-C-1](#)  
                          [Attachment A - CIP Page](#)
49. [CBA](#)  
[SDOT-14-B-1](#)      **Add \$150,000 of General Fund (Transportation Network Company Tax) to SDOT for a Public Life Study of Capitol Hill**
- Attachments:*    [CBA SDOT-14-B-1](#)
50. [CBA](#)  
[SDOT-17-A-2](#)      **Pass CB XXXX - Free Floating Car Share Permit Fee Ordinance**
- Attachments:*    [CBA SDOT-17-A-2](#)  
                          [Attachment A - Legislation](#)
51. [CBA](#)  
[SDOT-23-B-1](#)      **Add \$350,000 of General Fund (Transportation Network Company Tax) for SDOT to implement additional projects identified in the Home Zone pilot**
- Attachments:*    [CBA SDOT-23-B-1](#)
52. [CBA](#)  
[SDOT-24-A-2](#)      **Add \$200,000 of School Safety Traffic and Pedestrian Improvement Fund in the Pedestrian Master Plan - New Sidewalks (MC-TR-C058) CIP project for SDOT to construct walkway improvements along NW 132nd St**
- Attachments:*    [CBA SDOT-24-A-2](#)  
                          [Attachment A - CIP Page](#)

53. [CBA](#)  
[SDOT-201-A-1](#) Reduce \$3.05 million of Transportation Network Company Tax revenue in Finance General Reserves for SDOT expenditures
- Attachments:* [CBA SDOT-201-A-1](#)
54. [CBA](#)  
[SDOT-202-A-1](#) Cut \$134,150 of General Fund and \$115,850 of Other Funds for the Director of Citywide Mobility.
- Attachments:* [CBA SDOT-202-A-1](#)

#### VII. Transportation Network Companies (TNCs)

55. [CBA](#)  
[TNC DRC-103-A-1](#) Substitute CB 119686 vD2 for D1e and pass as amended
- Attachments:* [CBA TNC DRC-103-A-1](#)  
[Attachment 1 - Substitute Bill](#)
56. [CBA](#)  
[TNC FEE-101-A-1](#) Substitute CB 119685 vD2 for vD1a and pass as amended
- Attachments:* [CBA TNC FEE-101-A-1](#)  
[Attachment 1 - CB 119685 vD2](#)
57. [CBA](#)  
[TNC MIN-103-A-1](#) Substitute CB 119687 vD2 for D1a and pass as amended
- Attachments:* [CBA TNC MIN-103-A-1](#)  
[Attachment 1 - Substitute Bill](#)

58. [SLI  
TNCSPN-103-  
B-1](#) Request that FAS and SDOT report on the feasibility of a  
Transportation Assistance Voucher Program  
  
*Attachments:* [SLI TNCSPN-103-B-1](#)
59. [CBA  
TNCSPN-104-  
B-1](#) Impose a proviso on Finance General Reserves related to a  
Transportation Assistance Voucher Program  
  
*Attachments:* [CBA TNCSPN-104-B-1](#)
60. [CBA  
TNCSPN-106-  
B-1](#) Substitute Resolution 31914 vD3 for vD1d and adopt Resolution  
31914  
  
*Attachments:* [CBA TNCSPN-106-B-1](#)  
[Attachment 1 - Substitute Resolution](#)
61. [CBA  
TNCTAX-103-  
B-1](#) Substitute CB 119684 vD4 for vD2e and pass  
  
*Attachments:* [CBA TNCTAX-103-B-1](#)  
[Attachment 1 - Substitute Bill](#)

#### VIII. Other Departments and Offices

62. [CBA  
ARTS-1-A-2](#) Add \$50,000 GF to ARTS for the expansion of Coyote Central to  
the Lake City neighborhood  
  
*Attachments:* [CBA ARTS-1-A-2](#)
63. [CBA  
ARTS-2-B-1](#) Add \$25,000 of Admissions Tax to ARTS to support racial equity  
alignment  
  
*Attachments:* [CBA ARTS-2-B-1](#)

64. [CBA](#)  
[ARTS-3-B-1](#) Add \$15,000 of Admissions Tax to ARTS for access to online historical resources  
*Attachments:* [CBA ARTS-3-B-1](#)
65. [CBA](#)  
[ARTS-4-A-1](#) Cut \$82,975 in Admissions Tax from ARTS and delay hiring of new positions by three months  
*Attachments:* [CBA ARTS-4-A-1](#)
66. [CBA](#)  
[AUD-1-A-2](#) Add \$61,976 GF, 3,590 SCL Fund, \$1,544 Drainage and Wastewater Fund, \$1,508 Water Fund and \$538 Solid Waste Fund for salary increases for the Executive Manager and Strategic Advisor positions in the Office of City Auditor.  
*Attachments:* [CBA AUD-1-A-2](#)
67. [SLI](#)  
[CBO-2-B-1](#) Request that CBO report on steps, timeline and funding to collect high-earners municipal income tax  
*Attachments:* [SLI CBO-2-B-1](#)
68. [SLI](#)  
[CBO-3-A-2](#) Request that CBO develop a proposal for a compensation program for Boards and Commissions volunteers  
*Attachments:* [SLI CBO-3-A-2](#)
69. [SLI](#)  
[CBO-4-A-2](#) Request a report from CBO on the use and contracted cost of beds at the King County Jail and options for distribution of services inside the King County Jail  
*Attachments:* [SLI CBO-4-A-2](#)
70. [CBA](#)  
[CBO-20-A-1](#) Transfer \$2.14 million from the Unrestricted Cumulative Reserve Fund to the GF  
*Attachments:* [CBA CBO-20-A-1](#)

71. [CBA](#)  
[CBO-21-A-1](#) Recognize the City Budget Office's November 2019 forecast update  
*Attachments:* [CBA CBO-21-A-1](#)
72. [CBA](#)  
[CBO-22-A-1](#) Add \$750,000 ongoing revenue for 2019 Information Technology Fund rate true-up  
*Attachments:* [CBA CBO-22-A-1](#)
73. [CBA](#)  
[CBO-100-A-1](#) Pass CB 119681 CBO SBT Fund Policies Amendment Ordinance  
*Attachments:* [CBA CBO-100-A-1](#)
74. [CBA](#)  
[CPC-1-A-2](#) Add \$200,000 GF in 2020 (one-time) to the CPC to fund Work Plan items  
*Attachments:* [CBA CPC-1-A-2](#)
75. [CBA](#)  
[CPC-1-B-1](#) Add \$80,000 GF in 2020 (ongoing) to CPC to allow for contracting with outside legal counsel and impose a proviso  
*Attachments:* [CBA CPC-1-B-1](#)
76. [SLI](#)  
[DEEL-1-A-2](#) Request that DEEL conduct stakeholder engagement and report on including labor harmony language in Child Care Assistance Program contracts  
*Attachments:* [SLI DEEL-1-A-2](#)
77. [CBA](#)  
[DEEL-3-A-2](#) Impose a proviso on a portion of DEEL Child Care Assistance Program expansion funds to increase access to infant care  
*Attachments:* [CBA DEEL-3-A-2](#)

78. [CBA](#)  
[DON-1-A-2](#)      Add \$75,000 GF to DON to support the Seattle Rep's Public Works Seattle Program
- Attachments:* [CBA DON-1-A-2](#)
79. [CBA](#)  
[DON-2-A-2](#)      Add \$75,000 GF to DON to support a South Park Public Safety Coordinator
- Attachments:* [CBA DON-2-A-2](#)
80. [CBA](#)  
[DON-3-A-2](#)      Add \$34,000 GF (one-time) to DON for Hub in a Box
- Attachments:* [CBA DON-3-A-2](#)
81. [SLI](#)  
[DON-4-A-2](#)      Request that DON report on long-term funding opportunities to preserve and enhance P-Patches
- Attachments:* [SLI DON-4-A-2](#)
82. [CBA](#)  
[FAS-1-B-1](#)      Amend the CIP page for the FAS Fire Station 31 Improvements (MC-FA-FS31MP) and add \$500,000 for a temporary replacement fire station
- Attachments:* [CBA FAS-1-B-1](#)  
[Attachment A - CIP Page](#)
83. [SLI FAS-5-B-1](#)      Request FAS to report on adding questions to Title 6 business license applications
- Attachments:* [SLI FAS-5-B-1](#)
84. [CBA](#)  
[FAS-6-A-1](#)      Reduce appropriation in FAS for Waterfront LID payment for City-owned properties by \$767,560
- Attachments:* [CBA FAS-6-A-1](#)

85. [CBA](#)  
[FAS-100-A-1](#) Pass CB 119682 amending provisions related to apportionment of income in determining Business License (B&O) Tax liability to conform with State law  
  
*Attachments:* [CBA FAS-100-A-1](#)
86. [CBA](#)  
[FAS-101-A-1](#) Pass CB 119683 amending due and payable provisions in the Business License (B&O) Tax to conform with State law  
  
*Attachments:* [CBA FAS-101-A-1](#)
87. [SLI HSD-1-A-2](#) Request that HSD report on contracts with American Indian and Alaska Native organizations  
  
*Attachments:* [SLI HSD-1-A-2](#)
88. [CBA](#)  
[HSD-4-B-1](#) Add \$60,000 GF (one-time) for state-wide human services lobbying and advocacy  
  
*Attachments:* [CBA HSD-4-B-1](#)
89. [SLI HSD-5-A-2](#) Request a report from HSD on subsidizing transit passes for employees of HSD contracted service providers  
  
*Attachments:* [SLI HSD-5-A-2](#)
90. [CBA](#)  
[HSD-10-B-1](#) Add \$10,000 GF (ongoing) to support transportation and activities for low-income seniors  
  
*Attachments:* [CBA HSD-10-B-1](#)
91. [CBA](#)  
[HSD-30-B-1](#) Add \$150,000 GF (one-time) for American Indian and Alaska Native youth development through sports  
  
*Attachments:* [CBA HSD-30-B-1](#)



92. [CBA  
HSD-51-A-2](#) Add \$55,000 GF in one-time funds to HSD for educational programs targeted to the African American diaspora on HIV/AIDS and chronic disease  
  
*Attachments:* [CBA HSD-51-A-2](#)
93. [CBA  
HSD-53-A-2](#) Impose a proviso on funding for substance use disorder treatment programs  
  
*Attachments:* [CBA HSD-53-A-2](#)
94. [CBA  
HSD-54-B-1](#) Add \$140,000 GF one-time funding to HSD for a harm-reduction outreach program for street-based sex workers and drug users  
  
*Attachments:* [CBA HSD-54-B-1](#)
95. [CBA  
HXM-1-A-2](#) Add \$23,000 for HXM improvements  
  
*Attachments:* [CBA HXM-1-A-2](#)
96. [CBA  
LAW-2-A-2](#) Add \$113,077 GF to LAW for 1.0 FTE paralegal position to be a trauma informed advocate for domestic violence firearm enforcement  
  
*Attachments:* [CBA LAW-2-A-2](#)
97. [CBA  
LAW-3-A-1](#) Cut \$31,366 from LAW to delay hiring of one Assistant City Prosecutor by three months  
  
*Attachments:* [CBA LAW-3-A-1](#)
98. [CBA  
LAW-5-A-1](#) Cut \$270,648 GF (ongoing) from LAW  
  
*Attachments:* [CBA LAW-5-A-1](#)

99. [CBA  
LEG-2-A-2](#) Add \$20,770 GF to LEG for two reclassified Communications Division positions  
*Attachments:* [CBA LEG-2-A-2](#)
100. [CBA  
LEG-5-A-1](#) Add \$100,000 GF to LEG to create an infant/parent room  
*Attachments:* [CBA LEG-5-A-1](#)
101. [CBA  
OCR-1-B-1](#) Add \$15,000 GF to OCR to fund Indigenous People's Day celebrations and impose a proviso  
*Attachments:* [CBA OCR-1-B-1](#)
102. [CBA  
OCR-2-B-1](#) Add \$15,000 GF to OCR for Human Rights Day  
*Attachments:* [CBA OCR-2-B-1](#)
103. [CBA  
OCR-3-B-1](#) Add \$15,000 GF to OCR to fund the City's MLK Jr. Unity Day celebration  
*Attachments:* [CBA OCR-3-B-1](#)
104. [CBA  
OCR-4-A-2](#) Add \$252,876 GF to OCR for 2.0 full time FTE positions to address capacity issues  
*Attachments:* [CBA OCR-4-A-2](#)
105. [CBA  
OCR-5-A-1](#) Cut \$52,404 GF from OCR and delay hiring of new positions by three months  
*Attachments:* [CBA OCR-5-A-1](#)

106. [CBA](#)  
[OED-1-B-1](#)      Add \$100,000 GF (one-time) to OED to conduct an analysis of regional employment dependent on fossil fuels
- Attachments:* [CBA OED-1-B-1](#)
107. [SLI](#)  
[OED-2-A-2](#)      Request that OED create strategies to connect developers with small businesses and service providers
- Attachments:* [SLI OED-2-A-2](#)
108. [CBA](#)  
[OED-4-B-1](#)      Add \$75,000 GF (ongoing) to OED to support high road apprenticeships
- Attachments:* [CBA OED-4-B-1](#)
109. [CBA](#)  
[OED-8-B-1](#)      Add \$116,291 admissions tax (ongoing) to OED for 1.0 FTE Film and Music Program Lead
- Attachments:* [CBA OED-8-B-1](#)
110. [SLI](#)  
[OED-10-A-2](#)      Request that OED provide recommendations regarding the creation of a film commission
- Attachments:* [SLI OED-10-A-2](#)
111. [CBA](#)  
[OED-12-A-1](#)      Cut \$65,000 GF (one-time) for Creative Industry Policy Advisor in OED
- Attachments:* [CBA OED-12-A-1](#)
112. [CBA](#)  
[OED-13-A-1](#)      Cut \$100,000 GF (ongoing) for business recruitment and retention consultant services in OED
- Attachments:* [CBA OED-13-A-1](#)

113. [CBA](#)  
[OED-19-A-2](#)      Add \$200,000 GF (one-time) to OED to support redevelopment of the Seattle Vocational Institute
- Attachments:* [CBA OED-19-A-2](#)
114. [CBA](#)  
[OEO-1-A-1](#)      Reduce OEO's relocation funds by \$135,250 GF in 2020 (one-time)
- Attachments:* [CBA OEO-1-A-1](#)
115. [CBA](#)  
[OIG-1-B-1](#)      Add \$80,000 GF in 2020 (ongoing) to OIG to allow for contracting with outside legal counsel and impose a proviso
- Attachments:* [CBA OIG-1-B-1](#)
116. [CBA](#)  
[OIG-2-A-1](#)      Add 1.0 FTE to OIG to create an Operations Manager Position
- Attachments:* [CBA OIG-2-A-1](#)
117. [CBA](#)  
[OIRA-1-B-1](#)      Add \$375,000 one-time GF for Rapid Response Fund
- Attachments:* [CBA OIRA-1-B-1](#)
118. [CBA](#)  
[OIRA-3-A-2](#)      Add \$50,000 GF (one-time) for Deferred Action for Childhood Arrivals and Temporary Protected Status application scholarship funding
- Attachments:* [CBA OIRA-3-A-2](#)
119. [CBA](#)  
[OPA-1-B-1](#)      Add \$80,000 GF in 2020 (ongoing) to OPA to allow for contracting with outside legal counsel and impose a proviso
- Attachments:* [CBA OPA-1-B-1](#)

120. [CBA](#)  
[OPCD-1-A-2](#) Proviso \$150,000 in 2020 for Comprehensive Plan Outreach and Engagement in OPCD  
*Attachments:* [CBA OPCD-1-A-2](#)
121. [CBA](#)  
[OPCD-2-B-1](#) Proviso \$500,000 in OPCD for the Comprehensive Plan Environmental Impact Statement  
*Attachments:* [CBA OPCD-2-B-1](#)
122. [CBA](#)  
[OPCD-3-B-1](#) Add \$35,000 GF to OPCD for a natural capital valuation study  
*Attachments:* [CBA OPCD-3-B-1](#)
123. [CBA](#)  
[OPCD-100-A-1](#) Pass CB 119676 OPCD Equitable Development Initiative interfund loan extension  
*Attachments:* [CBA OPCD-100-A-1](#)
124. [CBA](#)  
[OSE-1-B-1](#) Add \$136,291 GF and 1.0 FTE Strategic Advisor 1 to OSE to support the Green New Deal Oversight Board and the climate action interdepartmental team and impose a proviso  
*Attachments:* [CBA OSE-1-B-1](#)
125. [CBA](#)  
[OSE-2-B-1](#) Add \$765,000 Sweetened Beverage Tax (SBT) to OSE, add \$960,000 SBT to HSD, add \$300,000 SBT to SPR, add \$475,000 SBT to DEEL, cut \$2,500,000 SBT from DON, and impose a proviso  
*Attachments:* [CBA OSE-2-B-1](#)  
[Attachment 1 - Healthy Food Availability and Food Bank Network Report](#)

126. [SLI OSE-3-A-2](#) Request that OSE establish high-road contracting standards for electrical contractors  
*Attachments:* [SLI OSE-3-A-2](#)
127. [SLI SCL-2-A-1](#) Request SCL to report on SCL Strategic Planning in accordance with Seattle's Green New Deal Resolution (RES 31895)  
*Attachments:* [SLI SCL-2-A-1](#)
128. [CBA SDCI-4-B-1](#) Add 1.0 FTE Electrical Inspector with a vehicle and \$111,535 GF to enforce Washington State regulations related to electrical contractor licensing  
*Attachments:* [CBA SDCI-4-B-1](#)
129. [CBA SDCI-5-A-2](#) Add \$235,684 GF, 1 FTE Housing and Zoning Technician, and 1 FTE Code Compliance Analyst to SDCI for tenant outreach and Property Owner and Tenant Assistance Group staffing  
*Attachments:* [CBA SDCI-5-A-2](#)
130. [CBA SDCI-7-B-1](#) Add \$115,000 (ongoing) GF to SDCI for eviction legal defense  
*Attachments:* [CBA SDCI-7-B-1](#)
131. [CBA SDCI-100-A-1](#) Do pass CB 119669 SDCI's annual fee ordinance  
*Attachments:* [CBA SDCI-100-A-1](#)
132. [CBA SDHR-2-A-1](#) Cut \$132,138 GF in 2020 (one-time) for 1.0 FTE Strategic Advisor 1 term-limited temporary position in SDHR for Anti-harassment/Anti-discrimination trainings  
*Attachments:* [CBA SDHR-2-A-1](#)

133. [CBA](#)  
[SDHR-3-A-1](#)      **Cut \$149,412 GF (ongoing) for 1.0 FTE Strategic Advisor 1 position in SDHR for the City Leadership Academy**  
  
*Attachments:*    [CBA SDHR-3-A-1](#)
134. [CBA](#)  
[SDHR-101-A-1](#)      **Pass CB 119688 establishing an employee giving program that would be conducted by a designated campaign administrator**  
  
*Attachments:*    [CBA SDHR-101-A-1](#)
135. [CBA](#)  
[SFD-1-B-1](#)      **Add \$600,000 GF (one time) in 2020 to SFD to augment one recruit class**  
  
*Attachments:*    [CBA SFD-1-B-1](#)
136. [SLI SPD-1-B-1](#)      **Request that SPD, in conjunction with other City departments, lead an examination of the Charge By Officer (CBO) program**  
  
*Attachments:*    [SLI SPD-1-B-1](#)
137. [CBA](#)  
[SPD-3-A-2](#)      **Add \$48,000 GF (ongoing) and authority for 1.0 FTE Strategic Advisor position to SPD to work with data systems that record interactions with Indigenous people; and impose a proviso**  
  
*Attachments:*    [CBA SPD-3-A-2](#)
138. [CBA](#)  
[SPD-4-B-1](#)      **Add \$87,500 GF (ongoing) in 2020 to SPD to contract with an Indigenous led organization that can assist the City with its efforts to end the Missing and Murdered Indigenous Women and Girls Crisis, and impose a proviso**  
  
*Attachments:*    [CBA SPD-4-B-1](#)
139. [CBA](#)  
[SPD-6-B-1](#)      **Impose a proviso on SPD appropriations related to additional training**  
  
*Attachments:*    [CBA SPD-6-B-1](#)

140. [CBA](#)  
[SPD-8-B-1](#) Add \$127,000 GF in 2020 (ongoing) to SPD for a Regional Domestic Violence Firearm Enforcement Detective, and impose a proviso
- Attachments:* [CBA SPD-8-B-1](#)
141. [CBA](#)  
[SPD-50-A-1](#) Reduce funding for SPD to subsidize recruit testing fee by \$70,000 GF (ongoing) in 2020
- Attachments:* [CBA SPD-50-A-1](#)
142. [CBA](#)  
[SPD-51-A-1](#) Reduce SPD's budget for staff support of its recruitment and retention initiative by 75,000 GF (one time) in 2020
- Attachments:* [CBA SPD-51-A-1](#)
143. [CBA](#)  
[SPD-52-A-1](#) Reduce SPD's budget for its proposed sergeant training by \$240,000 GF (one-time) in 2020
- Attachments:* [CBA SPD-52-A-1](#)
144. [CBA](#)  
[SPR-1-B-1](#) Add \$244,000 in King County Levy funding to SPR to provide additional shower services for homeless individuals at several community centers and amend the Comfort Station Renovations CIP Project
- Attachments:* [CBA SPR-1-B-1](#)  
[Attachment 1 - CIP Page](#)
145. [CBA](#)  
[SPR-2-B-1](#) Add \$150,000 of fund balance in 2020 to SPR to fund a feasibility study for an Aurora-Licton Springs Community Center and amend the Community Center Rehabilitation & Development CIP project
- Attachments:* [CBA SPR-2-B-1](#)  
[Attachment 1 - CIP Page](#)



146. [SLI SPR-6-A-2](#) Progress report from SPR on Green Seattle Partnership Program

*Attachments:* [SLI SPR-6-A-2](#)

147. [CBA SPR-7-A-1](#) Cut \$500k GF in Recreation Facilities Program in SPR and backfill with \$500k King County Levy funding cut from the Play Area Renovations CIP project (MC-PR-41039)

*Attachments:* [CBA SPR-7-A-1](#)  
[Attachment 1 - CIP Page](#)

148. [CBA SPR-100-A-1](#) Pass CB 119671 Parks Fee Ordinance

*Attachments:* [CBA SPR-100-A-1](#)

149. [CBA SPU-1-A-2](#) Add \$30,000 in SPU to improve shut-off notifications to multifamily building residents; and cut \$30,000 in an SPU reserve account

*Attachments:* [CBA SPU-1-A-2](#)

150. [CBA SPU-100-A-1](#) Pass CB 119672 SPU 2020-2022 solid waste rates

*Attachments:* [CBA SPU-100-A-1](#)

#### IX. Budget Legislation

151. [CBA BLG-1-A-1](#) Pass CB 119667 the 3rd quarter 2019 grant acceptance ordinance, authorizing the acceptance of \$7 million of funding from non-City sources

*Attachments:* [CBA BLG-1-A-1](#)

152. [CBA](#)  
[BLG-2-A-1](#) Pass CB 119668 the 3rd quarter 2019 supplemental appropriations ordinance, revising the 2019 budget

Attachments: [CBA BLG-2-A-1](#)

D. Public Comment

E. Adjournment

Related Budget Legislation:

[CB 119667](#) AN ORDINANCE authorizing, in 2019, acceptance of funding from non-City sources; authorizing the heads of the Executive Department, Department of Education and Early Learning, Seattle Police Department, Seattle Department of Transportation, and the Seattle Fire Department, to accept specified grants, private funding, and subsidized loans and to execute, deliver, and perform corresponding agreements; and ratifying and confirming certain prior acts.

Supporting Documents:

[Summary and Fiscal Note](#)

[Summary Att A - 3Q Grant Acceptance Ordinance Summary Detail Table](#)

[CB 119668](#) AN ORDINANCE amending Ordinance 125724, which adopted the 2019 Budget, including the 2019-2024 Capital Improvement Program (CIP); changing appropriations to various departments and budget control levels, and from various funds in the Budget; revising project allocations for certain projects in the 2019-2024 CIP; creating non-exempt positions; and ratifying and confirming certain prior acts; all by a 3/4 vote of the City Council.

Supporting Documents:

[Summary and Fiscal Note](#)

[Summary Att A - 2019 3Q Supplemental Ordinance Summary Detail Table](#)

[CB 119669](#)      **AN ORDINANCE** relating to fees and charges for permits and activities of the Seattle Department of Construction and Inspections, related fees by other departments, and technical corrections; amending Sections 3.58.090, 15.04.074, 22.900B.010, 22.900B.020, 22.900C.010, 22.900D.010, 22.900D.070, 22.900D.090, 22.900D.100, 22.900D.110, 22.900D.140, 22.900D.145, 22.900D.150, 22.900D.160, 22.900E.020, 22.900E.030, 22.900E.040, 22.900E.050, 22.900E.060, 22.900F.010 and 22.900G.015 of the Seattle Municipal Code (SMC); and repealing Section 22.900G.080 of the SMC.

Supporting

Documents:

[Summary and Fiscal Note](#)

[Summary Att A - SDCI Permit Fees and Charges Proposed for 2020](#)

[CB 119671](#)      **AN ORDINANCE** relating to the Department of Parks and Recreation; establishing the 2019-2020 fee schedule for the use of park properties and other park and recreation facilities and services; and superseding previous park and recreation fee schedules.

Attachments:

[Att 1 – 2019 & 2020 Fees and Charges](#)

Supporting

Documents:

[Summary and Fiscal Note](#)

[Summary Att 1 – Changes from 2020 Endorsed Fee Schedule to 2020 Proposed Fee Schedule](#)

[CB 119672](#)      **AN ORDINANCE** relating to the solid waste system of Seattle Public Utilities; revising rates and charges for solid waste services; revising credits to low income customers for solid waste services; and amending Sections 21.40.050, 21.40.060, 21.40.070, 21.40.080, 21.40.085, and 21.76.040 of the Seattle Municipal Code.

Supporting

Documents:

[Summary and Fiscal Note](#)

[Summary Ex A - 2020-22 Solid Waste Rate Study](#)

[CB 119676](#)      **AN ORDINANCE** relating to the financing of Equitable Development Implementation Plan projects; amending Ordinance 125462 to extend the term of an interfund loan.

*Supporting Documents:* [Summary and Fiscal Note](#)

[CB 119681](#)      **AN ORDINANCE** relating to Sweetened Beverage Tax revenues; creating a cash balance reserve in the Sweetened Beverage Tax Fund to offset future revenue shortfalls and maintain program expenditures; and amending Section 5.53.055 of the Seattle Municipal Code.

*Supporting Documents:* [Summary and Fiscal Note](#)

[CB 119682](#)      **AN ORDINANCE** relating to the business license tax; repealing business license standards for periods prior to 2008; amending apportionment provisions to reflect amendments to the model business license tax ordinance and other state amendments; amending Sections 5.45.081, 5.45.082, and 5.45.090 of the Seattle Municipal Code; and repealing Section 5.45.080 of the Seattle Municipal Code.

*Supporting Documents:* [Summary and Fiscal Note](#)

[CB 119683](#)      **AN ORDINANCE** relating to taxation; updating tax return and payment dates; and amending Section 5.55.040 of the Seattle Municipal Code.

*Supporting Documents:* [Summary and Fiscal Note](#)

[CB 119684](#)      **AN ORDINANCE relating to taxation; imposing a tax on transportation network companies; adding a new Chapter 5.39 to the Seattle Municipal Code; and amending Sections 5.30.010, 5.30.060, 5.55.010, 5.55.040, 5.55.060, 5.55.150, 5.55.165, 5.55.220, and 5.55.230 of the Seattle Municipal Code.**

*Supporting*

*Documents:*    [Summary and Fiscal Note](#)

[CB 119685](#)      **AN ORDINANCE relating to transportation network company fees; changing the per-ride fee amount for trips originating in Seattle; deleting obsolete provisions; and amending Section 6.310.150 of the Seattle Municipal Code.**

*Supporting*

*Documents:*    [Summary and Fiscal Note](#)

[CB 119686](#)      **AN ORDINANCE relating to transportation network company drivers; establishing deactivation protections for transportation network company drivers; amending Section 3.15.000 of the Seattle Municipal Code; and adding a new Chapter 14.32 to the Seattle Municipal Code.**

*Supporting*

*Documents:*    [Summary and Fiscal Note](#)

[CB 119687](#)      **AN ORDINANCE relating to transportation network company driver labor standards; concerning minimum compensation standards for transportation network company drivers; and adding a new Chapter 14.31 to the Seattle Municipal Code.**

*Supporting*

*Documents:*    [Summary and Fiscal Note](#)

[CB 119688](#)      **AN ORDINANCE** relating to an employee giving program for City employees; retitling Chapter 3.124, amending Sections 3.124.010, 3.124.020, and 3.124.040, and repealing Sections 3.124.030 and 3.124.050 of the Seattle Municipal Code.

*Supporting Documents:*      [Summary and Fiscal Note](#)

[Res 31914](#)      **A RESOLUTION** adopting a spending plan for the proceeds of the Seattle Transportation Network Company tax to provide support to affordable housing near frequent transit, transportation, and a driver conflict resolution center.

*Supporting Documents:*      [Summary and Fiscal Note](#)



Legislation Text

---

**File #:** CBA HOM-1-A-2, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HOM	1	A	2

**Budget Action Title:** Add \$206,000 GF in one-time funds to HSD for mental health outreach workers in the University District and Ballard

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Abel Pacheco

Council Members: Bruce Harrell, Kshama Sawant, Debora Juarez, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Jeff Simms

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$206,000	
<b>Net Balance Effect</b>	<b>\$(206,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(206,000)</b>	

### Budget Action Description:

This Council Budget Action adds \$206,000 GF (one-time) to the Human Services Department (HSD) to extend for 24 months the existing pilot program that provides two mental health outreach workers to serve the University District and Ballard. This provides 60 percent of the needed funds with business improvement areas providing the remaining funding.

Funding for this pilot to operate for 18 months was initially provided in the 2019 Adopted Budget and awarded to Evergreen Treatment Services. The unspent portion of the initial appropriation will be carried forward into 2020 and allow the current pilot to continue until June 30, 2020. The funding in this Budget Action supports operation of the pilot until June 30, 2022.



# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HOM	1	A	2

## Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Increase appropriation for mental health outreach workers		0	0	HSD - HS000	HSD - BO-HS-H3000 - Addressing Homelessness	00100 - General Fund	2020	\$0	\$206,000



Legislation Text

---

**File #:** CBA HOM-2-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HOM	2	B	1

**Budget Action Title:** Add \$600,000 GF, including \$142,000 GF in one-time funds, to HSD to open a tiny home village and impose a proviso

Ongoing: Yes Has Budget Proviso: Yes

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Teresa Mosqueda

Council Members: Bruce Harrell, Kshama Sawant, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Jeff Simms

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$600,000	
<b>Net Balance Effect</b>	<b>\$(600,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(600,000)</b>	

### Budget Action Description:

This Budget Action adds \$600,000 GF to the Human Services Department (HSD) to set up and operate a new tiny home village for 40 households, which includes \$142,000 in one-time funds and \$458,000 in on-going funds. The Low Income Housing Institute will donate 40 existing tiny homes to the new village. The one-time funds will address start-up costs, such as plumbing and electrical costs. On-going costs include support staff and case management for eight months of operations. Consistent with the 2020 Endorsed Budget, the 2020 Proposed Budget includes approximately \$4 million for the operation of eight tiny home villages. This action adds resources for one additional tiny home village.

The Executive shall submit a quarterly status update until the tiny home village is operational.

This Budget Action also imposes the following proviso:

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HOM	2	B	1

"Of the appropriations in the 2020 Budget for the Addressing Homelessness BSL, \$600,000 is provided solely to establish and operate a new tiny home village that will prioritize accepting referrals from the Navigation Team, Law Enforcement Assisted Diversion program, and Seattle Municipal Court and may be spent for no other purpose."

## Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Increase appropriation to operate a tiny home village for 8 months		0	0	HSD - HS000	HSD - BO-HS-H3000 - Addressing Homelessness	00100 - General Fund	2020	\$0	\$458,000
2	Increase appropriation to set up a new tiny home village		0	0	HSD - HS000	HSD - BO-HS-H3000 - Addressing Homelessness	00100 - General Fund	2020	\$0	\$142,000



Legislation Text

---

**File #:** CBA HOM-3-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HOM	3	B	1

**Budget Action Title:** Add \$1,200,000 GF, including \$600,000 GF one-time funding, to HSD to expand tiny home villages and impose two provisos

Ongoing: Yes Has Budget Proviso: Yes

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Kshama Sawant

Council Members: Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Jeff Simms

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$1,200,000	
<b>Net Balance Effect</b>	<b>\$(1,200,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(1,200,000)</b>	

### Budget Action Description:

This Budget Action adds a total of \$1,200,000 GF to the Human Services Department (HSD) to expand the number of tiny home villages. This includes \$600,000 GF in one-time funding and \$600,000 in on-going funding. The total funding is estimated to support a single new tiny home village that will prioritize referrals from the Navigation Team, Law Enforcement Assisted Diversion program, and Seattle Municipal Court. Consistent with the 2020 Endorsed Budget, the proposed budget includes approximately \$4 million to operate eight existing tiny home villages. Council Bill 119656, introduced on October 17, 2019 would amend the land use and zoning requirements for transitional encampments and allow up to 40 transitional encampments.

The Executive shall submit a quarterly status update until the tiny home village is operational.

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HOM	3	B	1

This Budget Action also imposes the following two provisos:

"Of the appropriations in the 2020 Budget for the Addressing Homelessness BSL, \$1,200,000 is provided solely to establish and operate a new tiny home village that will prioritize referrals from the Navigation Team, Law Enforcement Assisted Diversion program, and Seattle Municipal Court and may be spent for no other purpose."

"Of the funds provided to the Human Services Department in 2020, no funds shall be used to relocate or otherwise cease operations of the Georgetown Tiny Home Village in 2020."

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Increase appropriation for operation of a new tiny home village		0	0	HSD - HS000	HSD - BO-HS-H3000 - Addressing Homelessness	00100 - General Fund	2020	\$0	\$600,000
2	Increase appropriation of one-time funds for a new tiny home village		0	0	HSD - HS000	HSD - BO-HS-H3000 - Addressing Homelessness	00100 - General Fund	2020	\$0	\$600,000



Legislation Text

---

**File #:** SLI HOM-4-A-2, **Version:** 1

---



# 2020 Seattle City Council Statement of Legislative Intent

Agenda

Tab	Action	Option	Version
HOM	4	A	2

**Budget Action Title:** Request a report on sites for a tiny home village

Ongoing: No Has Attachment: No

Primary Sponsor: Teresa Mosqueda

Council Members: Kshama Sawant, Abel Pacheco, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Jeff Simms

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

**Statement of Legislative Intent:**

This Statement of Legislative Intent (SLI) requests the Department of Finance and Administrative Services (FAS) and Human Services Department (HSD) conduct a search of Seattle-owned and private properties to identify locations available to place two tiny home villages with a minimum of 40 tiny homes. The analysis should provide options that presume both the passage and the failure to pass CB 119656, unless CB 119656 has been enacted by the time the report is submitted. The report should also include a cost estimate of the set-up costs and on-going maintenance and operations costs, presuming that this tiny home village would provide case management and services similar to an enhanced shelter. The report will be submitted to the Council's Housing, Health, Energy, and Workers' Rights Committee (or its successor committee) and the Central Staff Executive Director by February 1, 2020.

**Responsible Council Committee(s):**

Housing, Health, Energy & Workers' Rights

**Date Due to Council:** February 1, 2020



# SEATTLE CITY COUNCIL

600 Fourth Ave. 2nd Floor  
Seattle, WA 98104

## Legislation Text

---

**File #:** CBA HOM-5-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HOM	5	B	1

**Budget Action Title:** Add \$1,500,000 GF in one-time funding to HSD for relocation and building renovations for a youth homelessness shelter

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Abel Pacheco

Council Members: Kshama Sawant, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Jeff Simms

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$1,500,000	
<b>Net Balance Effect</b>	<b>\$(1,500,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(1,500,000)</b>	

### Budget Action Description:

This Budget Action adds \$1,500,000 in one-time funds to the Human Services Department (HSD) for relocation and necessary tenant improvements for a young adult shelter, such as the ROOTS Young Adult Shelter. This amount includes \$900,000 in Community Development Block Grant (CDBG) funds and \$600,000 GF one-time funding that is not CDBG.

The ROOTS Young Adult shelter will be displaced by the redevelopment of the United Temple Methodist Church and has purchased a new building for \$4.1 million. The new location requires approximately \$2 million in renovations for ADA and fire code requirements and general refurbishment, for a total of \$6.1 million in costs. The United Temple Methodist Church has provided \$1.5 million for the new location. It is anticipated that an additional \$3 million will be provided by other sources to complement City funding.

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HOM	5	B	1

## Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Increase appropriation for one-time funding for a youth shelter location		0	0	HSD - HS000	HSD - BO-HS-H1000 - Supporting Affordability and Livability	00100 - General Fund	2020	\$0	\$600,000
2	Increase Community Development Block Grant appropriation for a youth shelter		0	0	HSD - HS000	HSD - BO-HS-H1000 - Supporting Affordability and Livability	00100 - General Fund	2020	\$0	\$900,000



# SEATTLE CITY COUNCIL

600 Fourth Ave. 2nd Floor  
Seattle, WA 98104

## Legislation Text

---

**File #:** CBA HOM-6-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HOM	6	B	1

**Budget Action Title:** Add \$210,000 GF to HSD for homeless outreach in North Seattle

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Debora Juarez

Council Members: Bruce Harrell, Abel Pacheco, Sally Bagshaw

Staff Analyst: Jeff Simms

Council Bill or Resolution:

Date	Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
Yes	0									
No	0									
Abstain	0									
Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$210,000	
<b>Net Balance Effect</b>	<b>\$(210,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(210,000)</b>	

### Budget Action Description:

This Budget Action adds \$210,000 GF to the Human Services Department (HSD) to expand outreach to homeless individuals residing in unsanctioned encampments in North Seattle, including in the Lake City and Aurora neighborhoods. The positions will be either HSD employees or employees with a contracted agency. The mental health outreach workers should collaborate with the Navigation Team, Law Enforcement Assisted Diversion program, local businesses, Community Police Teams, beat patrols, and local service providers.

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
---	-------------------------	----------------	---------------------	-----	------	-----	------	------	----------------	--------------------

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HOM	6	B	1

1	Increase appropriation for outreach workers in North Seattle		0	0	HSD - HS000	HSD - BO-HS-H3000 - Addressing Homelessness	00100 - General Fund	2020	\$0	\$210,000
---	--	--	---	---	-------------	---	----------------------	------	-----	-----------



Legislation Text

---

**File #:** CBA HOM-7-B-1, **Version:** 1

---



# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HOM	7	B	1

**Budget Action Title:** Add \$100,000 GF to HSD for vehicle resident outreach and parking offense mitigation

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Mike O'Brien

Council Members: Bruce Harrell, Kshama Sawant, Abel Pacheco, Debora Juarez, Sally Bagshaw, Lorena González

Staff Analyst: Jeff Simms

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$100,000	
<b>Net Balance Effect</b>	<b>\$(100,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(100,000)</b>	

### Budget Action Description:

This Budget Action adds \$100,000 GF to the Human Services Department (HSD) for outreach and parking offense mitigation and flexible financial assistance for vehicle residents, such as the services of the Scofflaw Mitigation Program. The Scofflaw Mitigation Program currently relies on volunteers and donations to assist individuals dwelling in vehicles who have four or more tickets. This Budget Action provides City support for the program, including part-time outreach staff, case management, and financial assistance to restore non-offending status, renew licenses, obtain insurance, obtain bus passes to attend court appointments, and assist in completing an assessment for the Coordinated Entry System.

### Budget Action Transactions

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HOM	7	B	1

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Increase appropriation for services to vehicle residents		0	0	HSD - HS000	HSD - BO-HS-H3000 - Addressing Homelessness	00100 - General Fund	2020	\$0	\$100,000



# SEATTLE CITY COUNCIL

600 Fourth Ave. 2nd Floor  
Seattle, WA 98104

## Legislation Text

---

**File #:** CBA HOM-8-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HOM	8	B	1

**Budget Action Title:** Add \$158,000 GF, including \$33,000 in one-time funding, to operate an overnight-only safe parking lot

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Abel Pacheco

Council Members: Bruce Harrell, Kshama Sawant, Debora Juarez, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Jeff Simms

Council Bill or Resolution:

Date	Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
Yes	0									
No	0									
Abstain	0									
Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$158,510	
<b>Net Balance Effect</b>	<b>\$(158,510)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(158,510)</b>	

### Budget Action Description:

This Budget Action adds \$158,000 GF to the Human Services Department (HSD) to start-up and operate an overnight-only safe parking lot for individuals dwelling in vehicles, which includes \$33,000 GF in one-time funds and \$125,000 GF in on-going funds. The University Heights Center has been identified as a potential location for this safe parking lot, though an adjustment to the existing service agreement may be required. The lot would initially have five to 10 available spaces, with a goal of additional spaces by the end of the year. The spaces will only permit these vehicles to park overnight.

The 2020 Endorsed Budget included \$250,000 for a safe parking lot program, and the Mayor's 2020 Proposed Budget adds \$125,000 one-time funding to that amount. The \$250,000 in the 2019 Adopted Budget currently supports seven parking spots, though efforts are underway to increase that number to 30 spaces by partnering with faith-based institutions. The expansion in the 2020 Proposed Budget is

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HOM	8	B	1

intended to meet a goal of providing 40 spaces, still relying on faith-based institutions. This Budget Action repurposes \$125,000 on-going funding to support a community safe parking location, such as University Heights, rather than spaces associated with a faith-based institution.

## Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Increase appropriation on a one-time basis to set up a safe parking lot		0	0	HSD - HS000	HSD - BO-HS-H3000 - Addressing Homelessness	00100 - General Fund	2020	\$0	\$33,510
2	Increase appropriation to operate a safe parking lot		0	0	HSD - HS000	HSD - BO-HS-H3000 - Addressing Homelessness	00100 - General Fund	2020	\$0	\$125,000



Legislation Text

---

**File #:** CBA HSD-10-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HSD	10	B	1

**Budget Action Title:** Add \$10,000 GF (ongoing) to support transportation and activities for low-income seniors

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Kshama Sawant

Council Members: Bruce Harrell, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Amy Gore

Council Bill or Resolution:

Date	Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
Yes	0									
No	0									
Abstain	0									
Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$10,000	
<b>Net Balance Effect</b>	<b>\$(10,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(10,000)</b>	

### Budget Action Description:

This action adds \$10,000 of ongoing funds to the Human Services Department (HSD) to contract with non-profit community-based organizations to fund transportation and senior activities for low income seniors.

This action increases the funding available to subsidize bus passes and support senior activities and meals provided by a non-profit community-based organization, such as the Vietnamese Seniors Association. The VSA serves low income seniors in the Chinatown/International District, who rely on subsidized bus passes for transportation and senior activities. In 2018 and 2019, HSD funded Asian Counseling and Referral Services (ACRS) with \$25,000 for the program; ACRS subcontracted to VSA. Consistent with the 2020 Endorsed Budget, the proposed budget includes \$26,163 for this purpose; this budget action increases total funding to \$36,163 to increase the number of program participants.

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HSD	10	B	1

## Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add ongoing GF for transportation and activities		0	0	HSD - HS000	HSD - BO-HS-H6000 - Promoting Healthy Aging	00100 - General Fund	2020	\$0	\$10,000





Legislation Text

---

**File #:** CBA HOM-11-A-2, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HOM	11	A	2

**Budget Action Title:** Add \$100,000 GF to HSD for legal services for homeless youth and impose a proviso

Ongoing: Yes Has Budget Proviso: Yes

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Lorena González

Council Members: Bruce Harrell, Kshama Sawant, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw

Staff Analyst: Jeff Simms

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$100,000	
<b>Net Balance Effect</b>	<b>\$(100,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(100,000)</b>	

### Budget Action Description:

This Budget Action adds \$100,000 GF to the Human Services Department (HSD) for legal services and representation for youth who are experiencing or at risk of homelessness, such as those provided by Legal Counsel for Youth and Children (LCYC). Minors, young people in immediate crisis, and young people who are exiting public systems of care will be prioritized by this program.

LCYC does not receive funds from the City of Seattle. An increase of \$100,000 will provide approximately 1,500 hours of legal services for young people.

The Budget Action also imposes the following proviso:

"Of the appropriations in the 2020 Budget for the Preparing Youth for Success BSL, \$100,000 is appropriated solely to provide legal services and representation for youth who are experiencing or at risk

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HOM	11	A	2

of homelessness, and may be spent for no other purpose."

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Increase appropriation for legal services for homeless youth		0	0	HSD - HS000	HSD - BO-HS-H2000 - Preparing Youth for Success	00100 - General Fund	2020	\$0	\$100,000



Legislation Text

---

**File #:** CBA HOM-12-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HOM	12	B	1

**Budget Action Title:** Add \$75,000 GF in one-time funding to HSD for a smart wallet program for donations to the homeless

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Bruce Harrell

Council Members: Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw

Staff Analyst: Jeff Simms

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$75,000	
<b>Net Balance Effect</b>	<b>\$(75,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(75,000)</b>	

### Budget Action Description:

This Budget Action adds \$75,000 GF to the Human Services Department (HSD) to fund a smart wallet technology program to enable donations to individuals experiencing homelessness, such as the program operated by Samaritan.

The funds provide resources to support a technology system that allows individuals experiencing homelessness to receive donations using a Bluetooth enabled device or smart wallet that shares information about them with people who have downloaded the technology platform on their smartphone. Samaritan has completed a two-year pilot program to develop the technology and the smart wallets. Individuals wanting to utilize the Samaritan system and access the donated funds must participate in case management appointments to keep their account active.

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HOM	12	B	1

## Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Increase appropriation for smart wallet donations program		0	0	HSD - HS000	HSD - BO-HS-H3000 - Addressing Homelessness	00100 - General Fund	2020	\$0	\$75,000



Legislation Text

---

**File #:** CBA HOM-13-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HOM	13	B	1

**Budget Action Title:** Add \$700,000 GF in one-time funds to HSD to create a rental assistance pilot and impose a proviso

Ongoing: No Has Budget Proviso: Yes

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Lorena González

Council Members: Lisa Herbold, Bruce Harrell, Kshama Sawant, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw

Staff Analyst: Jeff Simms

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$700,000	
<b>Net Balance Effect</b>	<b>\$(700,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(700,000)</b>	

### Budget Action Description:

This Budget Action adds \$700,000 GF in one-time funding to the Human Services Department (HSD) to create and evaluate a rental assistance pilot for individuals who 1) are age 50 or older, 2) have income limited to federal disability benefits, specifically Supplemental Security Income (SSI) or Social Security Disability Insurance (SSDI), that is no more than \$1,000 per month, and 3) are at risk of or currently experiencing homelessness. The pilot will provide up to one-year of rental assistance and is estimated to serve as many as 70-100 households.

The program will prioritize households who have become or are at-risk of becoming homeless as a result of transitioning from Washington's Housing and Essential Needs or Aged, Blind and Disabled assistance programs onto SSI or SSDI. The program will also provide light case management services. HSD will convene, no later than January 31, 2020, a stakeholder group consisting of community-based



# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HOM	13	B	1

organizations with subject matter expertise, the Office of Housing, the Legislative Department, and other relevant stakeholders to develop the target population, subsidy levels, and other operational details before issuing a request for proposals.

The Budget Action also imposes the following proviso:

"Of the appropriations in the 2020 Budget for the Addressing Homelessness BSL, \$700,000 is appropriated solely to provide rental assistance and case management for no more than 12 months to disabled individuals over the age of 50 who are homeless or at-risk of experiencing homelessness due to a transition onto federal disability programs, and to evaluate the effects of that program, and may be spent for no other purpose."

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Increase appropriation for rental assistance		0	0	HSD - HS000	HSD - BO-HS-H3000 - Addressing Homelessness	00100 - General Fund	2020	\$0	\$700,000



# SEATTLE CITY COUNCIL

600 Fourth Ave. 2nd Floor  
Seattle, WA 98104

## Legislation Text

---

**File #:** CBA HOM-15-A-2, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HOM	15	A	2

**Budget Action Title:** Impose a proviso on Navigation Team appropriations in HSD

Ongoing: No Has Budget Proviso: Yes

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Lisa Herbold

Council Members: Bruce Harrell, Kshama Sawant, Debora Juarez, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Jeff Simms

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

**Budget Action Description:**

The Budget Action imposes the following proviso, which would be lifted each quarter after the Executive submits the required reports, on appropriations for the Navigation Team in the Human Services Department (HSD):

“No more than \$830,500 of the money appropriated in the 2020 Adopted Budget for the Addressing Homelessness BSL may be spent for the functions and activities performed by the City’s Navigation Team until the Executive submits on a quarterly basis to the City Clerk a report that is filed, without vote, as a Council Clerk File.”

It is the Council’s intent that the Executive provide quarterly reports according to the “schedule and subjects” listed below. The first, second and third quarterly reports may be incorporated into distinct Clerk files, the filing of which will each release an additional \$830,500 of appropriation authority.

As part of the Executive’s commitment to accountability and continuous quality improvement, HSD will present to the City Council quarterly reports on Navigation Team activities to connect people living within unmanaged encampments to services and shelter. These reports will also include information on efforts to reduce negative impacts stemming from encampments throughout Seattle. The “schedule and subjects” for quarterly reports with additional requirements by quarter are listed below.

**SCHEDULES AND SUBJECTS:**

A. Reporting in Every Quarter (1-4):

# 2020 Seattle City Council Budget Action

## Agenda

Tab	Action	Option	Version
HOM	15	A	2

HSD and the Navigation Team will report on performance measures that are reflected in the updated Theory of Change. These metrics include: 1) connecting individuals living unsheltered to services, 2) connecting people to safer spaces, and 3) addressing hazardous and unsafe conditions stemming from, and found within, unmanaged encampments. Specifically, the report will provide measures for the prior quarter, including:

- Total number of contacts made quarterly, duplicated and unduplicated;
- Number of referrals to services by service category (e.g., obtaining documents, mental health, coordinated entry assessment, etc.);
- Breakdown, by percentage, of client demographic information quarterly;
- Percentage of people whose needs assessment screening was completed;
- Total number of referrals to shelter quarterly, duplicated and unduplicated;
- Number of shelter arrivals at the shelter referred to within a 48 hour period following referral—quarterly, duplicated and unduplicated;
- Number of times in the quarter a Field Coordinator provided assistance to or responded to a call for support from a Community Police Team or bike patrol officer;
- Number of times in the quarter a System Navigator provided assistance to or responded to a call for support from a Community Police Team or bike patrol officer;
- Number of instances diversion strategies or resources were utilized and the number of individuals/households that moved to permanent housing because of this service;
- Breakdown of referrals to specific shelter type by quarter to date;
- Average shelter bed availability by quarter, broken down by type (i.e., basic shelter, tiny house village, enhanced shelter);
- Quarterly and year-to-date total tonnage of garbage, waste, and debris removed from unmanaged encampments;
- Total number of inspections conducted by quarter; and
- Total number of unmanaged encampments removed (broken down by 72-hour clean-up, obstruction, and hazard) by quarter.

HSD will provide relevant qualitative updates on key projects and developments that are either Navigation Team-led or intersect with homelessness response efforts. Updates may include:

- Analysis of emerging trends;
- Progress in developing and implementing a Racial Equity Toolkit on the Navigation Team;
- Trainings and workshops attended, or undertaken, by the Navigation Team or by individual members, upcoming opportunities for continual improvement; and
- Qualitative updates on new shelter resources that have come online and/or notable trends.

### B. Additional Quarter-Specific Requirements

#### 1. Additional Requirements for the Quarter 1 Report:

By January 31, 2020, the Executive shall:

- Provide any items requested in checkpoint 1.3D of the Review of Navigation Team 2018 Quarter 1 Report that HSD has not yet provided to Office of City Auditor.
- Provide a report identifying those outreach providers funded by HSD that follow the Outreach Standards of Care. For agencies that do not yet meet these standards, please describe the steps and timeline these agencies have agreed upon to come into compliance with those standards.
- Provide a list of recommendations to increase the rate that individuals referred to a shelter arrive at that shelter within 48 hours.

# 2020 Seattle City Council Budget Action

## Agenda

Tab	Action	Option	Version
HOM	15	A	2

### 2. Additional Requirements for the Quarter 2 Report:

By April 30, 2020, the Executive shall:

- Discuss the results of the training curriculum and core competencies review (including trauma-informed care) that was due to be completed in the third quarter of 2019, including:
  - a. List of identified competencies and training requirements items prior to completing the review, for each Navigation Team position;
  - b. Gaps or deficiencies identified in competencies or training;
  - c. How the core competencies or training requirements were changed to address the gaps or deficiencies; and
  - d. New list of core requirements and trainings by position (including requirements related to trauma-informed care and racial equity impacts).
- Complete a staffing assessment that includes:
  - a. Average caseload of HSD positions and the target caseload for comparable positions funded by other City contracts;
  - b. Summary of the skills not included in the current Navigation Team structure that are typically found on similar teams operating in other jurisdictions, the pathway to adding these skills to the Navigation Team, and the estimated cost of those pathways;
- Provide the findings from the Racial Equity Toolkit analyzing the Navigation Team, the steps HSD has outlined to address any concerning findings, and the timeline for completing those steps.

### 3. Additional Requirements for the Quarter 3 Report:

By July 31, 2020, the Executive shall:

- Provide a written report discussing the City's compliance with the Auditor recommendations on checkpoint 2.3, strategies to prevent trash accumulation.

### 4. Additional Requirements for the Quarter 4 Report:

By November 19, 2020, the Executive shall:

- Provide a report that details the steps taken to implement the recommendations identified in the report submitted by January 31, 2020 to increase the rate that individuals referred to a shelter arrive at that shelter within 48 hours.



# SEATTLE CITY COUNCIL

600 Fourth Ave. 2nd Floor  
Seattle, WA 98104

## Legislation Text

---

**File #:** CBA HOM-19-A-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HOM	19	A	1

**Budget Action Title:** Add \$119,000 GF one-time to HSD to hire a 1.0 FTE term-limited grant and contract specialist

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Jeff Simms

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$119,000	
<b>Net Balance Effect</b>	<b>\$(119,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(119,000)</b>	

### Budget Action Description:

This Budget Action adds \$119,000 GF in one-time funding and adds 1.0 FTE to the Human Services Department (HSD) to add one term-limited grant and contract specialist to the Homeless Strategy and Investments (HSI) Division in HSD.

The HSI division will co-locate with county staff as a regional authority on homelessness is created in 2020, if legislation to create such an entity is approved by the City and King County. Either through supplemental budget action or the 2021 proposed budget, all staff positions in HSI will be abrogated as employees in HSI either transfer to other divisions or move to employment at the regional authority on homelessness. This position will allow the HSI division to manage new and expanded contracts related to homelessness that are added as part of the 2020 Adopted Budget.

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HOM	19	A	1

## Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Departmental indirect for added position		0	0	HSD - HS000	HSD - BO-HS-H5000 - Leadership and Administration	00100 - General Fund	2020	\$0	\$13,991
2	Pocket Adjustments		0	0	HSD - HS000	HSD - BO-HS-H3000 - Addressing Homelessness	00100 - General Fund	2020	\$0	\$105,009
3	Pocket Adjustments	Grants&Contracts Spec	1	1	HSD - HS000	HSD - BO-HS-H3000 - Addressing Homelessness	00100 - General Fund	2020	\$0	\$0





Legislation Text

---

**File #:** CBA HOM-60-A-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HOM	60	A	1

**Budget Action Title:** Cut \$125,000 GF from HSD to reduce the safe parking pilot program

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Jeff Simms

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$(125,000)	
<b>Net Balance Effect</b>	<b>\$125,000</b>	
<b>Total Budget Balance Effect</b>	<b>\$125,000</b>	

### Budget Action Description:

This Budget Action reduces the safe parking program in the Human Services Department (HSD) by \$125,000 GF. The 2020 Proposed Budget includes \$250,000 GF in on-going funding for this program and an expansion of \$125,000 GF one-time funding that comes from underspend in 2019 on this program. The program in the proposed budget only works with faith-based institutions to identify potential parking spaces. The Budget Action reduces the on-going funding for this program and redirects the funding for a safe parking program at University Heights as reflected in Budget Action HOM-8-B-1.

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
---	-------------------------	----------------	---------------------	-----	------	-----	------	------	----------------	--------------------

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HOM	60	A	1

1	Decrease on-going appropriation for a safe parking pilot program		0	0	HSD - HS000	HSD - BO-HS-H3000 - Addressing Homelessness	00100 - General Fund	2020	\$0	\$(125,000)
---	--	--	---	---	-------------	---	----------------------	------	-----	-------------



Legislation Text

---

**File #:** CBA HOM-61-A-1, **Version:** 1

---

Cut \$345,000 GF (one-time) from the HSD Regional Authority Start-Up Costs and impose a proviso

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HOM	61	A	1

**Budget Action Title:** Cut \$345,000 GF (one-time) from the HSD Regional Authority Start-Up Costs and impose a proviso

Ongoing: No Has Budget Proviso: Yes

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Jeff Simms

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

## Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$(345,000)	
<b>Net Balance Effect</b>	<b>\$345,000</b>	
<b>Total Budget Balance Effect</b>	<b>\$345,000</b>	

## Budget Action Description:

This Budget Action cuts \$345,000 GF one-time funding from the 2020 Proposed Budget for the Human Services Department (HSD). This funding in the proposed budget would support the start up of a regional authority on homelessness and imposes a proviso. The proposed budget provides \$2,000,000 GF for one-time costs and the first year of on-going costs related to starting up a regional authority on homelessness in conjunction with King County, which includes the salary and benefits for an estimated five FTE. This Budget Action cuts:

- \$184,000 GF (one-time) proposed for one executive series staff position

- \$35,000 GF (one-time) proposed for the Executive Director of the agency, reflecting that the position will not be filled in the first 60 days of 2020; and

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HOM	61	A	1

- \$126,000 GF (one-time) proposed for the remaining staff positions, reflecting an April 1, 2020 start date for those positions.

The Budget Action also imposes the following proviso:

"Of the appropriation in the 2020 Budget for the Addressing Homelessness BSL, \$1,655,000 is provided for start-up costs stemming from the creation of a regional authority on homelessness and may be spent for no other purpose."

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Reduce appropriation for one-time costs to start a regional homelessness authority		0	0	HSD - HS000	HSD - BO-HS-H3000 - Addressing Homelessness	00100 - General Fund	2020	\$0	\$(345,000)



Legislation Text

---

**File #:** CBA HOM-62-A-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HOM	62	A	1

**Budget Action Title:** Reduce appropriations in HSD for tiny home village relocation by \$1,000,000 GF (one-time)

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Jeff Simms

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$(1,000,000)	
<b>Net Balance Effect</b>	<b>\$1,000,000</b>	
<b>Total Budget Balance Effect</b>	<b>\$1,000,000</b>	

### Budget Action Description:

The Budget Action reduces by \$1,000,000 GF the appropriation in the Human Services Department (HSD) proposed to relocate two tiny home villages. The 2020 Proposed Budget appropriates \$1,262,000 GF in one-time funding to relocate two existing tiny home villages, Georgetown and Northlake. The Budget Action reduces that one-time funding by \$1,000,000 GF so that no funds are available for the relocation of the Georgetown Tiny Home Village, which will still be in operation at the start of 2020.

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
---	-------------------------	----------------	---------------------	-----	------	-----	------	------	----------------	--------------------



# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HOM	62	A	1

1	Decrease appropriation of one-time funding for relocating tiny home villages		0	0	HSD - HS000	HSD - BO-HS-H3000 - Addressing Homelessness	00100 - General Fund	2020	\$0	\$(1,000,000)
---	--	--	---	---	-------------	---	----------------------	------	-----	---------------



Legislation Text

---

**File #:** CBA HSD-50-B-2, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HSD	50	B	2

**Budget Action Title:** Add \$1,800,000 GF in one-time funds to HSD to construct a health clinic

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Sally Bagshaw

Council Members: Bruce Harrell, Kshama Sawant, Abel Pacheco, Debora Juarez, Mike O'Brien, Lorena González

Staff Analyst: Jeff Simms

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$1,800,000	
<b>Net Balance Effect</b>	<b>\$(1,800,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(1,800,000)</b>	

### Budget Action Description:

This Budget Action adds \$1,800,000 GF to the Human Services Department (HSD) to construct a health clinic located within a permanent supportive housing facility in Rainier Valley, such as the Bill Hobson Comprehensive Clinic.

The total development cost of the Bill Hobson Comprehensive Clinic is approximately \$22 million. The clinic has financing commitments of \$8 million from the State capital budget allocation, \$3 million in New Markets Tax Credits, \$1 million in private capital, and a remaining \$10 million that would be a combination of either incurred debt or City contributions.

### Budget Action Transactions

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HSD	50	B	2

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Increase appropriation for a health clinic		0	0	HSD - HS000	HSD - BO-HS-H1000 - Supporting Affordability and Livability	00100 - General Fund	2020	\$0	\$1,800,000



Legislation Text

---

**File #:** CBA FG-1-A-2, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
FG	1	A	2

**Budget Action Title:** Impose a proviso on the Strategic Investment Fund in Finance General

Ongoing: No Has Budget Proviso: Yes

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Mike O'Brien

Council Members: Lisa Herbold, Abel Pacheco, Debora Juarez, Sally Bagshaw, Lorena González

Staff Analyst: Traci Ratzliff

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

## Budget Action Description:

Background:

The 2020 Proposed Budget adds \$41.7 million GF (one-time) from Mercer Sales Proceeds to Finance General to create a Strategic Investment Fund. Investment of these funds are intended to achieve multiple community benefits through development of mixed-use and mixed-income projects that include housing, affordable commercial and cultural space, public open space, and childcare.

An interdisciplinary team including relevant city departments (Office of Housing, Office of Planning and Community Development, Office of Economic Development, Department of Neighborhoods, and the City Budget Office) and community partners experienced in community organizing and development will establish criteria and principles regarding use of these funds. This team will assist with identifying potential priority acquisitions utilizing available funds. The criteria used for expenditure of the Strategic Investment Fund will be similar to the criteria utilized by the Equitable Development Initiative (EDI), including the following:

- prioritize sites located in communities at risk of displacement;
- select sites that are identified by the community and will address the wholistic needs of the community, including but not limited to housing, affordable commercial space, child care, etc.; and
- address race and social justice outcomes, such as women, minority and business enterprise (WMBE), local hiring, and apprenticeship utilization goals, and accessibility requirements.

A proposed spending plan for the use of these funds will be developed and submitted to the City Council for approval. The criteria used to develop the spending plan should be submitted with the proposed spending plan. The Executive anticipates submitting the spending plan to the City Council in the first or

# 2020 Seattle City Council Budget Action

## Agenda

Tab	Action	Option	Version
FG	1	A	2

second quarter of 2020.

This Council Budget Action imposes the following proviso on the Strategic Investment Fund in Finance General:

"None of the money appropriated in the 2020 budget for the Finance General Reserve Strategic Investment Fund may be spent until authorized by future ordinance. Council anticipates that such authority will not be granted until the Executive submits a proposed spending plan for this Fund."



Legislation Text

---

**File #:** CBA OH-1-B-1, **Version:** 1

---



# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OH	1	B	1

**Budget Action Title:** Add \$50,000 of fund balance in 2020 in OH to implement Affirmative Marketing and Community Preference Plans

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Teresa Mosqueda

Council Members: Lisa Herbold, Bruce Harrell, Kshama Sawant, Debora Juarez, Mike O'Brien, Lorena González

Staff Analyst: Traci Ratzliff

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
General Fund Revenues	\$0	
General Fund Expenditures	\$0	
<b>Net Balance Effect</b>	<b>\$0</b>	
<b>Other Funds</b>		
Office of Housing Fund (16600)		
Revenues	\$0	
Expenditures	\$50,000	
<b>Net Balance Effect</b>	<b>\$(50,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(50,000)</b>	

**Budget Action Description:**

This Council Budget Action adds \$50,000 in 2020 of fund balance from the Office of Housing's (OH's) Operating Fund to support implementation of Community Preference policies for levy-funded affordable housing projects in neighborhoods at high risk of displacement. Funding would assist non-profit housing

# 2020 Seattle City Council Budget Action

## Agenda

Tab	Action	Option	Version
OH	1	B	1

developers working with community partners to conduct outreach and affirmative marketing efforts that will lead to successful implementation of a community preference policy at specific levy-funded affordable housing projects. Such efforts seek to allow people to stay in or return to neighborhoods where they have long time social, cultural, faith and family ties.

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add appropriation to implement affirmative marketing and community preference plans.		0	0	OH - HU000	OH - BO-HU-1000 - Leadership and Administration	16600 - Office of Housing Fund	2020	\$0	\$50,000



Legislation Text

---

**File #:** CBA OH-2-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OH	2	B	1

**Budget Action Title:** Add \$100,000 GF (one-time) to OH for pre-development and planning costs for an affordable housing project in Little Saigon

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Bruce Harrell

Council Members: Lisa Herbold, Kshama Sawant, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Traci Ratzliff

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$100,000	
<b>Net Balance Effect</b>	<b>\$(100,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(100,000)</b>	

### Budget Action Description:

This Council Budget Action adds \$100,000 GF (one-time) to the Office of Housing to fund pre-development and planning costs for a proposed housing project in Little Saigon that will assist American Indian and Alaskan Native individuals and families. Pre-development and planning costs are costs related to planning and development of a project, including, but not limited to: preliminary plans, appraisals, environmental reports, and architectural designs. Housing developers typically use in-house resources or loans or grants from other organizations to fund such costs.

### Budget Action Transactions

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OH	2	B	1

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add appropriation for pre-development costs for housing project in Little Saigon		0	0	OH - HU000	OH - BO-HU-1000 - Leadership and Administration	00100 - General Fund	2020	\$0	\$100,000



Legislation Text

---

**File #:** CBA OH-3-A-2, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OH	3	A	2

**Budget Action Title:** Add \$150,000 GF (one-time) to OH for pre-development and planning costs for affordable housing projects for low-income residents in the Central District

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Bruce Harrell

Council Members: Lisa Herbold, Kshama Sawant, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Traci Ratzliff

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$150,000	
<b>Net Balance Effect</b>	<b>\$(150,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(150,000)</b>	

### Budget Action Description:

This Council Budget Action adds \$150,000 GF (one-time) to the Office of Housing to fund pre-development and planning costs for affordable housing projects for low-income residents in the Central District. Pre-development and planning costs are costs related to planning and development of housing projects, including, but not limited to: preliminary plans, appraisals, environmental reports, and architectural designs. Housing developers typically use in-house resources or loans or grants from other organizations to fund such costs.

### Budget Action Transactions

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OH	3	A	2

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add appropriation for pre-development costs for housing project in the Central District		0	0	OH - HU000	OH - BO-HU-1000 - Leadership and Administration	00100 - General Fund	2020	\$0	\$150,000





Legislation Text

---

**File #:** CBA OH-4-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OH	4	B	1

**Budget Action Title:** Add \$12.75 million GF of one-time funding in OH to the Rental Production and Preservation program to make financing commitments for the 2019 Notice of Funding Availability

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Teresa Mosqueda

Council Members: Lisa Herbold, Kshama Sawant, Abel Pacheco, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Traci Ratzliff

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$12,750,000	
<b>Net Balance Effect</b>	<b>\$(12,750,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(12,750,000)</b>	

### Budget Action Description:

This Council Budget Action adds \$12.75 million GF in funding (one-time) to the Office of Housing (OH) to make financing commitments to affordable rental housing projects (affordable to households with incomes between 30 percent and 60 percent of Area Median Income) that applied for funding in OH's 2019 Notice of Funding Availability (NOFA) process. This funding increase will be accomplished by reducing funding of several programs supported by Mercer Sales Proceeds. Council Budget Action 9-A-1 makes these reductions to those programs.

In addition, this CBA states the Council's intent to appropriate \$7 million in additional REET II from 2021-2026. This additional \$7 million will be used to make financing commitments for housing projects seeking funding in OH's 2019 NOFA.

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OH	4	B	1

**Background:**

The Mayor's 2020 Endorsed Budget included \$45 million of funding to make financing commitments to projects applying to OH's 2019 NOFA. The 2020 Proposed Budget adds \$46 million for the NOFA. Of this \$46 million, \$21 million is supported by revenues from the new authorization granted by the State Legislature for local jurisdictions to implement a local sales tax to fund affordable housing and \$25 million is supported by a \$5 million appropriation of REET II funds annually from 2021 to 2025. This brings total funding available for the 2019 NOFA in the proposed budget to \$91 million. This budget action will increase this amount by \$19.75 million (as detailed above) for a total of approximately \$110.75 million.

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add funding to rental production and preservation program		0	0	OH - HU000	OH - BO-HU-3000 - Multifamily Housing	00100 - General Fund	2020	\$0	\$12,750,000



Legislation Text

---

**File #:** CBA OH-8-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OH	8	B	1

**Budget Action Title:** Impose a proviso on \$2.5 million in OH for an Accessory Dwelling Unit (ADU) Loan Program

Ongoing: No Has Budget Proviso: Yes

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Lorena González

Council Members: Lisa Herbold, Kshama Sawant, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Aly Pennucci

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

**Budget Action Description:**

The 2020 Proposed Budget adds \$6 million GF (one-time) to the Office of Housing (OH) for an Accessory Dwelling Unit (ADU) Loan Program using proceeds from the sale of the Mercer properties. This budget action imposes a proviso on \$2.5 million of the proposed \$6 million. Prior to releasing the funds, OH is required to complete a Racial Equity Toolkit (RET) on the proposed program and prepare legislation amending the Housing Funding Policies, which includes programmatic details to ensure that the Program is consistent with the Council’s policy goals. The policy intent is to develop a loan program for ADUs that help stabilize low-income homeowners, particularly low-income homeowners in areas identified as having a high risk of displacement, and increases access to affordable rental housing in Single-family zones.

The remaining \$3.5 million proposed for the ADU Loan Program is redirected for other Council priorities (see CBA OH-9-A-1).

This proposal to decrease the investment from \$6 million to \$2.5 million is expected to provide sufficient resources to launch a pilot program. Approximately \$2 million is intended for the loan fund; this will require a competitive bid process. The remaining \$500,000 will support other programmatic requirements (e.g. funding for City staff or contracted services for tenant screenings, landlord training for homeowners, etc.).

This Council Budget Action would impose the following budget proviso:

“Of the appropriation in the 2020 budget for the Office of Housing, \$2,500,000 is appropriated solely for an Accessory Dwelling Unit Loan (ADU) Program and may be spent for no other purpose. Furthermore, none of the money so appropriated may be spent on the ADU Loan Program until authorized by future ordinance.”

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OH	8	B	1



Legislation Text

---

**File #:** CBA OH-9-A-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OH	9	A	1

**Budget Action Title:** Cut \$18.2 million GF (one-time) in proposed funding for programs supported by Mercer Properties Sales Proceeds including the Strategic Investment Fund, the Affordable Homeownership Acquisition Program, and the Attached Dwelling Unit Loan Program and redirect funds for other Council priorities

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Traci Ratzliff

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$(18,200,000)	
<b>Net Balance Effect</b>	<b>\$18,200,000</b>	
<b>Total Budget Balance Effect</b>	<b>\$18,200,000</b>	

### Budget Action Description:

This Council Budget Action cuts \$18.2 million in proposed funding for programs supported by the Mercer Properties Sales Proceeds included in the 2020 Proposed Budget as follows:

- \$11.7 million from the proposed \$41.7 million Strategic Investment Fund in Finance General;
- \$3.5 million from the proposed \$6 million Accessory Dwelling Unit Loan Program;
- \$3.0 million from the proposed \$15 million Permanently Affordable Homeownership Program.

These funding reductions will be used to support other Council priorities.

Background:



# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OH	9	A	1

The Mayor's 2020 Proposed Budget adds approximately \$138.5 million of one-time funding from the Mercer Properties Sales Proceeds to fund a variety of new and existing housing, Equitable Development Initiative, and transportation programs. The Council is proposing to reduce the Mayor's proposed spending for non-transportation related programs, by \$18.2 million, and redirect the \$18.2 million to support other Council priorities.

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Cut funding to Strategic Investment Fund		0	0	FG - FG000	FG - BO-FG-2QD00 - Reserves	00100 - General Fund	2020	\$0	\$(11,700,000)
2	Cut funding to homeownership acquisition and ADU pilot programs		0	0	OH - HU000	OH - BO-HU-2000 - Homeownership & Sustainability	00100 - General Fund	2020	\$0	\$(6,500,000)



Legislation Text

---

**File #:** CBA HOM-9-C-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HOM	9	C	1

**Budget Action Title:** Add \$75,000 GF to HSD for women's hygiene products and diapers at emergency shelters

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Debora Juarez

Council Members: Lisa Herbold, Bruce Harrell, Kshama Sawant, Abel Pacheco, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Jeff Simms

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$75,000	
<b>Net Balance Effect</b>	<b>\$(75,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(75,000)</b>	

### Budget Action Description:

This Budget Action adds \$75,000 to the Human Services Department (HSD) to provide women's hygiene products and diapers to residents at enhanced shelters, basic shelters, and tiny home villages that receive City funding.

\$58,000 GF is provided for women's hygiene products at all enhanced shelters, basic shelters, and tiny home villages, and \$17,000 is provided for a diaper distribution pilot program for families in need at enhanced shelters, basic shelters, and tiny home villages.

Consistent with the 2020 Endorsed Budget, the 2020 Proposed Budget includes approximately \$29 million to fund emergency shelters, not including funds to open a shelter in the King County Correctional Facility or to relocate two tiny home villages. There are an estimated 1,600 women of menstruation age

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HOM	9	C	1

and 1,167 children under the age of five residing in these programs. This Budget Action is calculated with the assumption that children go through approximately 2,280 diapers a year.

The Council also requests that HSD tracks the distribution, usage and unmet need for diapers at all shelters and tiny home villages to determine the success of the pilots in meeting the need for diapers at those locations and the on-going funding necessary to provide diapers to all children in shelters and tiny home villages. This report should be provided to the Human Services, Equitable Development and Renters' Rights Committee, Councilmember Herbold, and the Central Staff Executive Director by June 1, 2020.

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Increase appropriation for emergency shelters to provide free women's hygiene products and diapers		0	0	HSD - HS000	HSD - BO-HS-H3000 - Addressing Homelessness	00100 - General Fund	2020	\$0	\$75,000



Legislation Text

---

**File #:** CBA HOM-16-A-2, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HOM	16	A	2

**Budget Action Title:** Add \$1,284,000 GF, including \$558,000 one-time funding, to develop mobile bathroom facilities

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Lisa Herbold

Council Members: Bruce Harrell, Kshama Sawant, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Jeff Simms

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$1,284,000	
<b>Net Balance Effect</b>	<b>\$(1,284,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(1,284,000)</b>	

### Budget Action Description:

This Budget Action adds a total of \$1,284,000 GF to the Human Services Department (HSD) for the purchase and operation, including staffing, of mobile bathroom facilities. This includes \$558,000 GF in one-time funding to purchase five mobile units and \$726,000 GF in on-going funding to operate the units for one year. In addition to toilets and handwashing stations, each mobile unit includes a needle exchange and pet waste disposal.

Each mobile unit has two toilets and costs \$73,000 to purchase, a total of \$365,000 for five units. A vacuum truck to service the units costs \$193,000. One year of service costs, including staffing, supplies, drivers, fuel, repair and maintenance, and service of the units is estimated to cost \$726,000, approximately \$145,000 per mobile unit.

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HOM	16	A	2

## Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Increase appropriation for operation of mobile bathroom facilities		0	0	HSD - HS000	HSD - BO-HS-H3000 - Addressing Homelessness	00100 - General Fund	2020	\$0	\$726,000
2	Increase appropriation to purchase mobile bathroom facilities		0	0	HSD - HS000	HSD - BO-HS-H3000 - Addressing Homelessness	00100 - General Fund	2020	\$0	\$558,000



Legislation Text

---

**File #:** CBA HOM-50-A-2, **Version:** 1

---



# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HOM	50	A	2

**Budget Action Title:** Add \$115,000 GF to SPU to expand the Encampment Trash program with a nonprofit provider

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Lisa Herbold

Council Members: Bruce Harrell, Kshama Sawant, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Brian Goodnight

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$115,000	
<b>Net Balance Effect</b>	<b>\$(115,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(115,000)</b>	

### Budget Action Description:

This budget action would add \$115,000 GF to Seattle Public Utilities (SPU) to expand the Encampment Trash program through partnership with a nonprofit provider.

Partnering with a nonprofit provider should allow for a more efficient expansion than would be possible with only City staffing resources. The nonprofit partner should be able to:

- a) Identify feasible sites for the program to operate;
- b) Explain how the program works and how sites can participate;
- c) Distribute the purple bags used by the program;

## 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HOM	50	A	2

- d) Monitor participating sites; and
- e) Communicate effectively with SPU staff.

Background:

The Encampment Trash program provides weekly collection and disposal of garbage, bulky items, and hazardous materials at select Unsanctioned Homeless Encampments. The program currently services between eight to 10 sites at any given time, and in 2018 it provided garbage collection to 20 different encampments throughout the year. The program also distributes purple bags on a weekly basis and performs on-call garbage collection.

The 2020 Proposed Budget includes \$249,050 for SPU to provide services at up to 10 sites at any given time.

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Increase appropriations for contractors		0	0	SPU - SU000	SPU - BO-SU-N200B - Utility Service and Operations	00100 - General Fund	2020	\$0	\$58,795
2	Increase appropriations for disposal		0	0	SPU - SU000	SPU - BO-SU-N200B - Utility Service and Operations	00100 - General Fund	2020	\$0	\$46,901
3	Increase appropriations for purple bags		0	0	SPU - SU000	SPU - BO-SU-N200B - Utility Service and Operations	00100 - General Fund	2020	\$0	\$9,304



# SEATTLE CITY COUNCIL

600 Fourth Ave. 2nd Floor  
Seattle, WA 98104

## Legislation Text

---

**File #:** CBA HSD-99-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HSD	99	B	1

**Budget Action Title:** Add \$3.5 million GF in 2020 (ongoing) to HSD to fund the LEAD Program; and impose three provisos

Ongoing: Yes Has Budget Proviso: Yes

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Sally Bagshaw

Council Members: Lisa Herbold, Kshama Sawant, Abel Pacheco, Debora Juarez, Mike O'Brien, Lorena González

Staff Analyst: Greg Doss

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$3,500,000	
<b>Net Balance Effect</b>	<b>\$(3,500,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(3,500,000)</b>	

### Budget Action Description:

This Budget Action adds \$3.5 million GF (ongoing) to the Human Services Department (HSD) for the Law Enforcement Assisted Diversion Program (LEAD). This Budget Action acknowledges the potential that LEAD may receive private sector funding to close the revenue-budget gap discussed below.

Consistent with the 2020 Endorsed Budget, the Proposed Budget maintains \$2.55 million for LEAD. This Council Budget Action's funding plus the funding in the Proposed Budget would bring the City's new, ongoing support for LEAD to \$6.05 million in 2020. Together with other funding that will not flow through the City's budget (\$1.6 million in King County funding, \$0.7M in existing grant funding, and an additional \$1.5 million in new private sector contributions), LEAD would be funded at a level sufficient to:

- (1) sustain caseloads at no more than 25 cases per case manager vs. the current load of 44 cases per

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HSD	99	B	1

case manager;

(2) increase case manager salaries by 10 percent and all LEAD employee salaries by five percent;

(3) provide funding for project management functions such as LEAD Personnel Costs, Rent and Occupancy, Travel and Professional Services, Legal Services and a PDA Administrative Allocation;

(4) hire 54 new case managers (increasing the number of case managers from 19 to 73); and

(5) provide funding for a second City of Seattle Attorney position and a study of the budget and staffing necessary to allow LEAD to accept all currently anticipated referrals for prioritized individuals.

Information about the LEAD program’s assessment of its 2020 revenue and expenditure needs is provided in Attachment 1. Case Management Services is found in the first line of Table 2. LEAD Project Management Costs can be found in the lower half of Table 2.

The LEAD program currently employs 19 case managers with caseload of approximately 44 cases per manager. LEAD indicates that it cannot provide effective services when the caseload of case managers exceeds 25 cases. Effective services include providing timely outreach to every client who has completed an intake interview. LEAD currently has 547 participants and expects to have 1,400 participants in 2020, based on a trend line that expects the cases will double from 2019 to 2020 (as occurred from 2018 to 2019).

This Council Budget Action imposes three provisos:

“Of the appropriation in the 2020 budget for the Human Services Department, \$5.6 million is appropriated solely for a contract with the Law Enforcement Assisted Diversion Program (LEAD) and may be spent for no other purpose.”

“Of the appropriation in the 2020 budget for the Human Services Department, \$350,000 is appropriated solely for a contract with the Law Enforcement Assisted Diversion Program (LEAD) to support two LEAD-focused attorneys in the Seattle City Attorney's Office and may be spent for no other purpose.”

“Of the appropriation in the 2020 budget for the Human Services Department, \$100,000 is appropriated solely for the Human Services Department to fund a study to be led by the Mayor's Office that determines the staff and budget that is necessary to accept all currently anticipated referrals for priority individuals in the Law Enforcement Assisted Diversion Program (LEAD) and may be spent for no other purpose.”

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add \$3.5 million GF in 2020 (ongoing) to HSD to fund the LEAD Program		0	0	HSD - HS000	HSD - BO-HS-H3000 - Addressing Homelessness	00100 - General Fund	2020	\$0	\$3,500,000

# 2020 LEAD Revenues and Proposed Budget

**Chart 1. LEAD Funding for use in Seattle in 2020 (\$4.87 million)**  
 (Funding for King County or Burien clients not included)



**Table 2. Expenditures necessary to support projected caseload in 2020**

LEAD Expenditures	2018	2019 (projected)	2020 (projected)
<b>Direct Program</b>			
Case Management Services (ETS)	\$2,643,000	\$3,419,000	\$7,919,000
Seattle City Attorney	\$173,000	\$203,000	\$203,000
Program After Hours Coverage			\$150,000
Program Purchases, Consultants, Communications	\$60,000	\$63,000	\$60,000
<b>Total Direct Program</b>	<b>\$2,876,000</b>	<b>\$3,685,000</b>	<b>\$8,332,000</b>
<b>Project Management Costs</b>			
PDA Personnel Costs	\$438,000	\$524,000	\$564,000
Rent and Occupancy	-	\$87,000	\$236,000
Travel, Professional Services	\$16,000	\$11,000	\$51,000
Legal Services Attorney			\$120,000
PDA Administrative Allocation	\$206,000	\$273,000	\$288,000
<b>Total Expenditures</b>	<b>\$3,536,000</b>	<b>\$4,580,000</b>	<b>\$9,591,000</b>

ALL INFORMATION IN THIS PRESENTATION IS INCLUDED IN THE MEMO POSTED ON THE AGENDA



Legislation Text

---

**File #:** CBA HSD-100-A-1, **Version:** 1

---

Res XXXX Adopt Law Enforcement Assisted Diversion Resolution

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HSD	100	A	1

**Budget Action Title:** Res XXXX Adopt Law Enforcement Assisted Diversion resolution

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: Yes

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Greg Doss

Council Bill or Resolution: RES XXXX

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

**Budget Action Description:**

This Council Budget Action would adopt a resolution that acknowledges the inherent responsibility of the City to reduce unnecessary justice system involvement. The resolution also acknowledges that pre-arrest diversion programs, such as the Law Enforcement Assisted Diversion (LEAD) program, represent a harm reduction, evidence-based approach to reduce recidivism and provide for the public safety. Finally, the resolution declares that the City is committed to ensuring that evidence-based, law enforcement-engaged, pre-booking diversion programs, such as LEAD, receive the public and private funding necessary to accept all priority qualifying referrals.

This resolution is dependent on the passage of HSD 99-B-1, which provides \$3.5 million in funding for the LEAD program and acknowledges a private sector donation of \$1.5 million.



**CITY OF SEATTLE**

**RESOLUTION \_\_\_\_\_**

..title

A RESOLUTION acknowledging the inherent responsibility of the City to reduce unnecessary justice system involvement; acknowledging that pre-arrest diversion programs, such as the Law Enforcement Assisted Diversion (LEAD) program, represent a harm reduction, evidence-based approach to reduce recidivism and provide for the public safety; and declaring that the City is committed to ensuring that evidence-based, law enforcement-engaged, pre-booking diversion programs, such as LEAD, receive the funding necessary to accept all priority qualifying referrals.

..body

WHEREAS, the Law Enforcement Assisted Diversion Program (LEAD) offers police officers the ability to exercise discretionary authority at point of contact to divert individuals to a community-based, harm-reduction intervention for law violations driven by unmet behavioral health needs; and

WHEREAS, LEAD clients bypass the normal criminal justice system cycle in qualifying cases and instead are referred into a trauma-informed, intensive case-management program where the individual receives a wide range of support services, often including mental health treatment, transitional and permanent housing, and drug treatment; and

WHEREAS, LEAD is recognized as an evidence-based diversion approach to improving health outcomes and reducing justice system involvement in the Washington State "Healthier Here" 2019 Medicaid Transformation Project Toolkit; and

WHEREAS, LEAD was recognized as the 2018 Outstanding Criminal Justice Program for the west region by the National Criminal Justice Association and received the Seattle Human Services Coalition 2014 Innovative Program Award; and

1 WHEREAS, LEAD has been identified by the Seattle City Auditor as a local program that has  
2 embraced rigorous evaluation and used continuous assessment to adjust operational  
3 program elements; and

4 WHEREAS, LEAD's Policy Coordinating Group has established both a standing Evaluation  
5 Workgroup, which has active evaluation projects with the University of Washington  
6 Evans School regarding community-level impact on actual and perceived public health,  
7 safety, and order, and the Center for Court Innovation, regarding police diversion of sex  
8 workers, and is seeking funding for evaluation projects in additional areas including  
9 impact of LEAD on participant drug use and on court appearance rates; and

10 WHEREAS, the first LEAD Program was launched in Belltown in 2011, and due to demand  
11 from other neighborhoods, the Mayor and the City Council have chosen to expand the  
12 program citywide; and

13 WHEREAS, LEAD has 561 active clients that were contacted in the Seattle Police Department's  
14 West Precinct, East Precinct and North Precinct, has 120 approved clients in need of  
15 outreach, and over 300 approved priority referrals on a waiting list that includes clients  
16 in the SoDo neighborhood, and expects to have approximately 1,400 clients when it fully  
17 expands treatment services to the South areas of the City and West Seattle in 2020; and

18 WHEREAS, LEAD caseworkers currently carry an average load of 44 cases and have found that  
19 optimal results are achieved when caseworkers do not carry more than 25 cases per  
20 caseworker; and

21 WHEREAS, LEAD interventions have provided 188 individuals with substance use disorder  
22 treatment services, and 73 individuals with mental health services from January-  
23 September 2019; and

1 WHEREAS, the Seattle Municipal Court has established a LEAD calendar where a dedicated  
2 Seattle City Attorney LEAD liaison is able to staff hearings for LEAD participants and  
3 recommend actions in non-diverted cases which coordinate with and do not undermine  
4 the individual intervention plan developed for the participant in LEAD; and

5 WHEREAS, the 2020 Adopted budget includes \$150,000 for a second Seattle City Attorney  
6 LEAD liaison, as well as \$100,000 for a study of the public and private funding  
7 necessary to accept all priority qualifying referrals by 2023; and

8 WHEREAS, LEAD has secured neighborhood-based workspace in the North and East Precincts  
9 and in the SODO neighborhood, with support from neighborhood businesses; and

10 WHEREAS, in an example of public-private partnership, Microsoft has funded an information-  
11 sharing platform that will allow dashboard-like real time reports as well as improved  
12 coordination among all the LEAD operational partners; and

13 WHEREAS, In the 2020 Adopted Budget, LEAD received from The City of Seattle (the City)  
14 \$6.05 million in public funding for Seattle’s LEAD clients, which will be combined with  
15 other funding that will not flow through the City’s budget to include \$1.6 million in King  
16 County funding; and

17 WHEREAS, LEAD was awarded grant funding as part of the Trueblood Court Settlement  
18 Agreement, and approximately \$768,000 of this funding will support in Seattle LEAD  
19 clients whose law violations were thought to stem from high acuity mental health needs;  
20 and

21 WHEREAS, a private donor has authorized a grant of \$1.5 million to LEAD in 2020,  
22 conditioned on adequate commitments by the City of Seattle and King County to plan for

1 deployment of LEAD with public funding citywide by 2023 with sufficient capacity to  
2 take on all priority appropriate referrals; and

3 WHEREAS, public and private funding in 2020 will allow the LEAD program to hire 54 new  
4 case managers and maintain a caseload that does not exceed 25 cases per case manager;  
5 and

6 WHEREAS, LEAD could in future years be eligible for federal funding from the Comprehensive  
7 Addition and Recovery Act (CARA), which is the most comprehensive federal effort  
8 undertaken to address the opioid epidemic, encompassing prevention, treatment,  
9 recovery, law enforcement, criminal justice reform, and overdose reversal; and

10 WHEREAS, the Washington State Legislature in 2019 amended RCW 10.31.110 to provide that  
11 all local jurisdictions must develop and adopt protocols for pre-booking diversion  
12 programs similar to LEAD and established a grant-based distribution process to be  
13 coordinated by the Washington Association of Sheriffs and Police Chiefs; and

14 WHEREAS, legislators are exploring a proposed amendment to the state Medicaid plan that  
15 would allow Medicaid reimbursement for outreach activities, which could potentially  
16 cover more of LEAD case management activity than is currently Medicaid reimbursable;  
17 and

18 WHEREAS, King County historically has matched Seattle in funding for Seattle LEAD, and  
19 with the proposed increase in Seattle contribution, it is timely to approach the County and  
20 ask for a significant increase in MIDD II allocation for Seattle LEAD; NOW,

21 THEREFORE,

22 **BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SEATTLE THAT:**

1           Section 1. The City acknowledges its inherent responsibility to reduce unnecessary  
2 justice system involvement. The City also acknowledges that pre-arrest diversion programs, such  
3 as the Law Enforcement Assisted Diversion (LEAD) program, represent a harm reduction,  
4 evidence-based approach to reduce recidivism and provide for the public safety. Finally, the City  
5 declares its commitment to ensuring that law enforcement pre-arrest diversion programs, such as  
6 LEAD, receive public funding sufficient to accept all priority qualifying referrals citywide.

7           Section 2. The City intends that the LEAD Program operate at scale by 2023, with  
8 “scale” understood to mean that the program will have appropriate funding to accept all priority  
9 qualifying arrest and social contact referrals citywide, pursuant to the operational protocol  
10 currently approved by the LEAD Policy Coordinating Group. This intention is based on the  
11 desire of the City to ensure that individuals are not unnecessarily booked into jail due to  
12 behavioral health issues; and the City also anticipates that law violations by such individuals will  
13 be reduced through effective, research-based methods incorporated into the LEAD model.

14           Section 3. The City intends that LEAD be supported through a secure mix of public  
15 funding sources, including City funding and some combination of County, state, federal and  
16 Medicaid funding.

17           Section 4. The City recognizes that the statements of intent in this resolution address  
18 conditions of a \$1.5 million grant to LEAD from a private donor to assist in meeting LEAD  
19 capacity needs in 2020.

1 Adopted by the City Council the \_\_\_\_\_ day of \_\_\_\_\_, 2019,  
2 and signed by me in open session in authentication of its adoption this \_\_\_\_\_ day of  
3 \_\_\_\_\_, 2019.

4 \_\_\_\_\_  
5 President \_\_\_\_\_ of the City Council

6 Filed by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

7 \_\_\_\_\_  
8 Monica Martinez Simmons, City Clerk

9 (Seal)



Legislation Text

---

**File #:** CBA CJ-2-A-2, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
CJ	2	A	2

**Budget Action Title:** Impose a proviso on Finance General Reserves for LAW's staffing of a case conferencing pilot

Ongoing: No Has Budget Proviso: Yes

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Lorena González

Council Members: Lisa Herbold, Kshama Sawant, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw

Staff Analyst: Asha Venkataraman

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

**Budget Action Description:**

This Council Budget Action would impose the following proviso:

"None of the money appropriated in the 2020 Budget in Finance General Reserves may be spent on a case conferencing pilot for high-barrier individuals until the Mayor's Office has presented an analysis and detailed implementation plan to the Chair of the committee with jurisdiction over public safety. The analysis and plan should be developed in conjunction with the City Attorney's Office, the Criminal Justice Equity Team, and communities most impacted by the criminal legal system and should include: a discussion of whether and how the pilot aligns with the reentry recommendations, a description of unintended consequences and plan to mitigate them, proposed metrics of success, a racial equity analysis, and how the program will be taken to scale."

**Background:**

The Mayor's 2020 Proposed Budget includes \$2.9M in Finance General Reserves for four pilots proposed by the High-Barrier Individuals Working Group that are intended to address high-barrier individuals and their involvement in the criminal justice system. Of this amount, \$149,500 is intended to support an Assistant City Prosecutor in the City Attorney's Office (LAW) to provide dedicated staffing to case conferencing about high-barrier individuals. It is anticipated that the position would be added to LAW when the supporting funds are transferred out of Finance General Reserves. The proviso in this Council Budget Action restricts all spending that would support the case conferencing pilot.

The Council requests that the Mayor's Office submit its analysis and implementation plan by April 1, 2020.





Legislation Text

---

**File #:** CBA CJ-3-A-2, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
CJ	3	A	2

**Budget Action Title:** Impose a proviso on Finance General Reserves for a rapid reentry connector pilot at the King County jail

Ongoing: No Has Budget Proviso: Yes

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Lorena González

Council Members: Lisa Herbold, Kshama Sawant, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw

Staff Analyst: Asha Venkataraman

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

**Budget Action Description:**

This Council Budget Action would impose the following proviso:

"None of the money appropriated in the 2020 Budget in Finance General Reserves may be spent on a rapid reentry connector pilot for high-barrier individuals until the Mayor's Office has presented an analysis and detailed implementation plan to the Chair of the committee with jurisdiction over public safety. The analysis and plan should be developed in conjunction with the King County jail, the Criminal Justice Equity Team, and communities most impacted by the criminal legal system and should include: a discussion of whether and how the pilot aligns with the reentry recommendations, a description of unintended consequences and plan to mitigate them, proposed metrics of success, a racial equity analysis, an analysis of how to reduce jail populations that are being held at the King County jail for under 72 hours, and how the program will be taken to scale."

**Background:**

The Mayor's 2020 Proposed Budget includes \$2.9M in Finance General Reserves for four pilots proposed by the High-Barrier Individuals Working Group that are intended to address high-barrier individuals and their involvement in the criminal justice system. Of this amount, \$213,000 is intended to support a rapid reentry connector position at the King County jail to provide reentry services for high-barrier individuals who are at the jail for under 72 hours. The proviso in this Council Budget Action restricts all spending that would support the rapid reentry connector pilot.

The Council requests that the Mayor's Office submit its analysis and implementation plan by April 1, 2020.



Legislation Text

---

**File #:** CBA CJ-4-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
CJ	4	B	1

**Budget Action Title:** Impose two provisos related to pilot programs for high-barrier individuals

Ongoing: No Has Budget Proviso: Yes

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Lorena González

Council Members: Lisa Herbold, Kshama Sawant, Debora Juarez, Mike O'Brien

Staff Analyst: Asha Venkataraman

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

## Budget Action Description:

This Council Budget Action would impose two provisos related to pilot projects for high-barrier individuals.

The Mayor's 2020 Proposed Budget includes \$2.9 million in Finance General Reserves for four pilots proposed by the High-Barrier Individuals Working Group that are intended to address high-barrier individuals and their involvement in the criminal justice system. Of this amount, \$170,000 is proposed to support a high-barrier individuals probation program. It is Council's intent that this funding be spent on medication-assisted treatment (MAT) for high-barrier individuals with substance abuse and behavioral health issues instead of the proposed high-barrier individuals probation program.

This Council Budget Action would impose the following provisos:

"Of the appropriation in the 2020 budget for Finance General Reserves, \$170,000 is appropriated for medication-assisted treatment for substance abuse and behavioral health issues and may be spent for no other purpose."

"None of the money appropriated in the 2020 budget in the Seattle Municipal Court's Court Operations Budget Summary Level may be spent on a probation pilot for high-barrier individuals until the Seattle Municipal Court has submitted to the Chair of the committee with jurisdiction over public safety the report requested in Council Budget Action CJ-7-A-2."



Legislation Text

---

**File #:** CBA CJ-5-A-2, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
CJ	5	A	2

**Budget Action Title:** Impose a proviso on \$50,000 in OCR for community-based organizations to respond to hate violence

Ongoing: No Has Budget Proviso: Yes

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Lisa Herbold

Council Members: Kshama Sawant, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Asha Venkataraman

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

**Budget Action Description:**

This Council Budget Action would impose the following proviso:

"Of the appropriation in the 2020 budget for the Office for Civil Rights, \$50,000 is appropriated solely for grants to community-based organizations responding to hate violence and creating a mechanism for sharing hate crime data reported to these organizations and may be spent for no other purpose."

The City Auditor's "Review of Hate Crime Prevention, Response, and Reporting in Seattle: Phase 2 Report" showed that hate crimes are a significant issue and under-reported, and also identified a need to engage with community based organizations to supplement the information that the Seattle Police Department receives through formal reporting. The \$50,000 of restricted spending in this Council Budget Action would provide small grant funding to organizations doing work to create responses to hate crimes and mechanisms for sharing data.

The proviso placed on \$50,000 in the Office for Civil Rights' (OCR's) existing budget is intended to apply to funds added in the 2018 budget in Green Sheet 276-1-B-1, originally planned for contracting with an organization providing supportive and secure housing alternatives to detention for youth. However, the funding could not be spent for that purpose. These funds were transferred from Finance General to the Human Services Department (HSD) in 2018 and carried forward to 2019; it is anticipated that the funds will be transferred back to OCR in the 2019 fourth quarter supplemental ordinance and be included in the 2020 carryforward ordinance to be used for the purpose described in the proviso.



Legislation Text

---

**File #:** SLI CJ-6-A-2, **Version:** 1

---

# 2020 Seattle City Council Statement of Legislative Intent

Agenda

Tab	Action	Option	Version
CJ	6	A	2

**Budget Action Title:** Request that OCR spend a portion of its \$1 million in its 2020 Proposed Budget on community-based organizations to create restorative justice approaches to individuals committing hate crimes

Ongoing: No Has Attachment: No

Primary Sponsor: Lisa Herbold

Council Members: Kshama Sawant, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Asha Venkataraman

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

## Statement of Legislative Intent:

This Statement of Legislative Intent (SLI) requests that the Office for Civil Rights (OCR) spend some portion of the \$1,080,000 included in the 2020 Proposed Budget on community-based organizations to develop or provide restorative justice programs for individuals who commit hate or bias crimes. OCR is currently developing a process to equitably distribute these funds in 2020.

Preliminary research shows that there are no existing community-based programs, trainings or community services rooted in harm reduction or restorative justice related to the commission of hate crimes to which a person who has committed a hate crime can participate. The grant of this funding is intended to fill that gap.

Consistent with the 2020 Endorsed Budget, the 2020 Proposed Budget includes \$1,080,000 for community-based organizations providing alternatives to or addressing harm created by the criminal justice system. The funding is expected to support organizations focused on achieving safety, health, healing, and reconciliation through alternatives to the criminal legal system. This SLI asks that OCR add an additional purpose of creating restorative justice programs for individuals committing hate and bias crimes.

## Responsible Council Committee(s):

## Date Due to Council:





Legislation Text

---

**File #:** SLI CJ-7-A-2, **Version:** 1

---

Request that Seattle Municipal Court report back to Council on how it would implement high-barrier probation

# 2020 Seattle City Council Statement of Legislative Intent

Agenda

Tab	Action	Option	Version
CJ	7	A	2

**Budget Action Title:** Request that Seattle Municipal Court report back to Council on how it would implement high-barrier probation

Ongoing: No Has Attachment: No

Primary Sponsor: Lorena González

Council Members: Lisa Herbold, Kshama Sawant, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw

Staff Analyst: Asha Venkataraman

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Statement of Legislative Intent:

This Statement of Legislative Intent requests that the Seattle Municipal Court (SMC) partner with the Criminal Justice Equity Team to provide a report that includes:

- (1) a racial equity analysis identifying racial equity outcomes for a high-barrier probation program;
- (2) an analysis of existing evidence and data about the elements of high-barrier probation and whether it increases or decreases involvement in the criminal justice system in the long term;
- (3) the parameters, performance metrics, and desired outcomes for high-barrier individuals participating in the program, including more than just recidivism and compliance with court conditions, such as whether the individuals successfully access permanent housing, are successful in meeting the goals they set for themselves; and
- (4) whether the program as a whole reduces racial disproportionality.

The report should be submitted to the Chair of the committee with jurisdiction over public safety by April 1, 2020.

### Responsible Council Committee(s):

Gender Equity, Safe Communities, New Americans & Education

**Date Due to Council:** April 1, 2020



Legislation Text

---

**File #:** SLI CJ-21-A-2, **Version:** 1

---

# 2020 Seattle City Council Statement of Legislative Intent

Agenda

Tab	Action	Option	Version
CJ	21	A	2

**Budget Action Title:** Request that Executive departments report on reentry recommendations regarding increasing economic opportunities

Ongoing: No Has Attachment: No

Primary Sponsor: Lorena González

Council Members: Lisa Herbold, Kshama Sawant, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw

Staff Analyst: Carlos Lugo

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

## Statement of Legislative Intent:

This Statement of Legislative Intent (SLI) requests reports from the Executive addressing recommendations made by the Seattle Reentry Workgroup on increasing economic opportunity for those living with criminal histories. Specifically, this SLI requests that:

1. The Office of Economic Development (OED) and the Office for Civil Rights (OCR) work with formally incarcerated community members to develop a plan that supports small businesses owned by those with criminal histories. This support could include identifying and facilitating connections with business consultants, technical assistance to secure financing and navigating regulations, and grants for seed money to establish new businesses.
2. The Seattle Department of Human Resources (SDHR), Seattle Information Technology (SIT), and OED develop recommendations to increase hiring opportunities for those with criminal histories who have completed technological training from OED's TechHire partners.
3. OED and Finance and Administrative Services (FAS) prepare a report on how the City can increase the number of Requests for Proposals (RFP), Requests for Qualifications (RFQ), and public works projects awarded to businesses owned or led by formally incarcerated individuals.
4. SDHR and OED's Workforce Equity Team develop a report on how the City can increase hiring opportunities for formally incarcerated individuals.

The Executive is requested to submit the reports to the Council, the Chair of the Gender Equity, Safe Communities and New Americans Committee (or successor committee) and the Director of Council Central Staff by July 1, 2020. In the event that additional resources are required to respond to this SLI, the Council expects the Executive to request them in the first quarter supplemental.

Background

# 2020 Seattle City Council Statement of Legislative Intent

## Agenda

Tab	Action	Option	Version
CJ	21	A	2

In December 2015, the City Council established a Prisoner and Community Corrections Re-entry Workgroup (sometimes referred to as the Seattle Reentry Workgroup) to coordinate and strengthen the City's efforts to assist the reentry process for people returning from incarceration (Resolution 31637). The Seattle Reentry Workgroup included representatives from community organizations, individuals living with criminal histories, as well as King County departmental staff (Public Defense and Community & Human Services) and City of Seattle staff (Seattle Municipal Court, City Council, Executive departments, and the City Attorney's Office).

As part of its mandate, the Seattle Reentry Workgroup was tasked with developing a set of policies, ordinances, strategies, or programs that the City can implement to facilitate reentry and remove unnecessary barriers to employment, housing, and other benefits. The Seattle Reentry Workgroup released its final report in October 2018. It contained a series of recommendations, including several related to increasing economic opportunity for individuals with criminal histories.

### **Responsible Council Committee(s):**

Gender Equity, Safe Communities, New Americans & Education

### **Date Due to Council:**

July 1, 2020



Legislation Text

---

**File #:** SLI CJ-24-A-2, **Version:** 1

---

# 2020 Seattle City Council Statement of Legislative Intent

Agenda

Tab	Action	Option	Version
CJ	24	A	2

**Budget Action Title:** Request that LAW report on expanding pre-filing diversion opportunities to those over age 25

Ongoing: No Has Attachment: No

Primary Sponsor: Lorena González

Council Members: Lisa Herbold, Bruce Harrell, Kshama Sawant, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw

Staff Analyst: Carlos Lugo

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

## Statement of Legislative Intent:

This Statement of Legislative Intent (SLI) requests a report from the City Attorney's Office (LAW) addressing a recommendation made by the Seattle Reentry Workgroup on expanding pre-filing diversion opportunities for individuals age 25 and older. Specifically, this SLI requests that LAW evaluate the staffing, costs, and additional resources that would be required to:

- (1) Expand the current young adult pre-filing diversion program to serve individuals over the age of 25 while maintaining other eligibility criteria, such as type of crime; or
- (2) Create a new pre-filing diversion program for individuals over the age of 25 with different criteria, such as expanding the type of eligible crimes.

LAW's report should include its recommendation on which option the City should pursue. The report shall be submitted to the Council, the Chair of the Gender Equity, Safe Communities and New Americans Committee (or successor committee), and the Director of Council Central Staff by May 15, 2020.

## Background:

In December 2015, the City Council established a Prisoner and Community Corrections Re-entry Workgroup (sometimes referred to as the Seattle Reentry Workgroup) to coordinate and strengthen the City's efforts to assist the reentry process for people returning from incarceration (Resolution 31637). The Seattle Reentry Workgroup included representatives from community organizations, individuals living with criminal histories, as well as King County departmental staff (Public Defense and Community & Human Services) and City of Seattle staff (Seattle Municipal Court, City Council, Executive departments, and the City Attorney's Office).

As part of its mandate, the Seattle Reentry Workgroup was tasked with developing a set of policies, ordinances, strategies, or programs that the City can implement to facilitate reentry and remove unnecessary barriers to employment, housing, and other benefits. The Seattle Reentry Workgroup

# 2020 Seattle City Council Statement of Legislative Intent

Agenda

Tab	Action	Option	Version
CJ	24	A	2

released its final report in October 2018.

**Responsible Council Committee(s):**

Gender Equity, Safe Communities, New Americans & Education

**Date Due to Council:**

May 15, 2020





Legislation Text

---

**File #:** SLI CJ-26-A-2, **Version:** 1

---

# 2020 Seattle City Council Statement of Legislative Intent

Agenda

Tab	Action	Option	Version
CJ	26	A	2

**Budget Action Title:** Request that SPD develop a reporting mechanism that accurately captures race data

Ongoing: No Has Attachment: No

Primary Sponsor: Lorena González

Council Members: Lisa Herbold, Bruce Harrell, Kshama Sawant, Debora Juarez, Mike O'Brien, Sally Bagshaw

Staff Analyst: Carlos Lugo

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Statement of Legislative Intent:

This Statement of Legislative Intent (SLI) requests that the Seattle Police Department (SPD) work with the Seattle Municipal Court (SMC), and the City Attorney's Office (LAW) to develop alternate reporting mechanisms that accurately capture race data and ethnicity, including but not limited to accurately capturing information on the Latinx community.

This SLI requests that SPD submit a report to the Council, the Chair of the Gender Equity, Safe Communities and New Americans Committee (or successor committee) and the Director of Council Central Staff by July 1, 2020. The report should include:

- (1) The evaluation of one or more alternative reporting mechanisms that are developed;
- (2) A recommendation for which alternative reporting mechanism should be used and an explanation of why; and
- (3) Any resources needed to implement the recommended approach.

### Background:

In December 2015, the City Council established a Prisoner and Community Corrections Re-entry Workgroup (sometimes referred to as the Seattle Reentry Workgroup) to coordinate and strengthen the City's efforts to assist the reentry process for people returning from incarceration (Resolution 31637). The Seattle Reentry Workgroup included representatives from community organizations, individuals living with criminal histories, as well as King County departmental staff (Public Defense and Community & Human Services) and City of Seattle staff (Seattle Municipal Court, City Council, Executive departments, and the City Attorney's Office).

As part of its mandate, the Seattle Reentry Workgroup was tasked with developing a set of policies, ordinances, strategies, or programs that the City can implement to facilitate reentry and remove unnecessary barriers to employment, housing, and other benefits. The Seattle Reentry Workgroup released its final report in October 2018. In its findings, the Workgroup stated that SPD officers do not

# 2020 Seattle City Council Statement of Legislative Intent

Agenda

Tab	Action	Option	Version
CJ	26	A	2

consistently use the ethnicity field in the National Incident-Based Reporting System (NIBRS). This results in Latinx community members being labeled under racial categories such as White, Black, or Unknown. As this data is then used by SPD, SMC, and LAW, the current reporting mechanism does not allow for an accurate assessment how the criminal legal system impacts the Latinx community or whether the community is disproportionately represented in the system.

**Responsible Council Committee(s):**

Gender Equity, Safe Communities, New Americans & Education

**Date Due to Council:**

July 1, 2020



Legislation Text

---

**File #:** CBA CJ-61-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
CJ	61	B	1

**Budget Action Title:** Add \$124,000 one-time GF for sex industry workers diversion program and impose a proviso

Ongoing: No Has Budget Proviso: Yes

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Lorena González

Council Members: Lisa Herbold, Bruce Harrell, Kshama Sawant, Abel Pacheco, Mike O'Brien, Sally Bagshaw

Staff Analyst: Amy Gore

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$124,000	
<b>Net Balance Effect</b>	<b>\$(124,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(124,000)</b>	

### Budget Action Description:

This action adds \$124,000 one-time GF to the Mayor's Office of Domestic Violence/Sexual Assault (MODVSA) to contract with a provider organization to facilitate Sex Industry Workers Diversion classes. This program will, in part, provide navigation to services such as education and employment readiness, housing, and chemical dependency counseling. This contract would go to an organization with subject matter expertise such as Organization for Prostitution Survivors (OPS), Real Escape from the Sex Trade (REST), Aurora Commons, or YWCA.

The program will provide a post-booking diversion option for prostitution arrests consistent with the requirements in Seattle Municipal Code 12A.10.110. This diversion program was funded through the Sexual Exploitation Victims Service project from 2014 to 2018. Funding ended in 2018, in part due to a decrease in prostitution arrests. According to the Seattle Police Department, there has been an increase

## 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
CJ	61	B	1

in prostitution arrests in 2019.

Consistent with the 2020 Endorsed Budget, there is no funding for the Sexual Exploitation Victims Service project in the 2020 Proposed Budget. This action would restore 13 percent of the 2018 contract funding of \$955,671.

This action adds the following proviso on the HSD budget:

"Of the appropriations in the 2020 budget for the Human Services Department, \$124,000 is appropriated solely for the sex industry workers diversion program and may be spent for no other purpose."

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add GF for sex industry workers diversion program		0	0	HSD - HS000	HSD - BO-HS-H4000 - Supporting Safe Communities	00100 - General Fund	2020	\$0	\$124,000



Legislation Text

---

**File #:** CBA SDOT-1-A-2, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SDOT	1	A	2

**Budget Action Title:** Add \$150,000 of School Safety Traffic and Pedestrian Improvement Fund for SDOT to pay for an Active Transportation Coordinator at Seattle Public Schools

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Mike O'Brien

Council Members: Lisa Herbold, Abel Pacheco, Debora Juarez, Sally Bagshaw, Lorena González

Staff Analyst: Calvin Chow

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
General Fund Revenues	\$0	
General Fund Expenditures	\$0	
Net Balance Effect	<b>\$0</b>	
<b>Other Funds</b>		
School Safety Traffic and Pedestrian Improvement Fund (18500)		
Revenues	\$0	
Expenditures	\$150,000	
Net Balance Effect	<b>\$(150,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(150,000)</b>	

**Budget Action Description:**

This Council Budget Action would add \$150,000 of School Safety Traffic and Pedestrian Improvement Fund (SSTPI Fund) to fund a new position at Seattle Public Schools. The work of the new position will be to support walk-to-school and bike-to-school programs across the school district and support the school



# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SDOT	1	A	2

district's efforts to ensure that crossing guard positions are filled. This staffing would help address disparity across schools, some of which rely on volunteer support to fulfill these roles. The SSTPI Fund is currently projected to have an unreserved fund balance of \$3 million at the end of 2020.

The intent of this Council Budget Action is to fund this position for at least 5 years. The appropriations would enable the Seattle Department of Transportation to enter an interagency agreement with Seattle Public Schools to provide funding for the Seattle Public Schools position.

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add \$150,000 to support an Active Transportation Coordinator at Seattle Public Schools		0	0	SDOT - TR000	SDOT - BO-TR-17003 - Mobility Operations	18500 - School Safety Traffic and Pedestrian Improvement Fund	2020	\$0	\$150,000



Legislation Text

---

**File #:** SLI SDOT-2-B-1, **Version:** 1

---

# 2020 Seattle City Council Statement of Legislative Intent

Agenda

Tab	Action	Option	Version
SDOT	2	B	1

**Budget Action Title:** Request that SDOT report on current maintenance spending for bicycle infrastructure

Ongoing: Yes Has Attachment: No

Primary Sponsor: Mike O'Brien

Council Members: Abel Pacheco, Debora Juarez, Sally Bagshaw, Lorena González

Staff Analyst: Calvin Chow

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

**Statement of Legislative Intent:**

Council requests that the Seattle Department of Transportation (SDOT) provide a report identifying the amount of SDOT's annual expenditures to maintain bicycle infrastructure and recommending accounting and budget process changes to measure this spending from year to year.

The 2020 Proposed Budget includes \$38,722,268 for the Maintenance Operations Budget Summary Level (BSL). The Maintenance Operations BSL provides appropriations for routine maintenance of the City's right-of-way, including roadways, sidewalks, and landscaping. Within this BSL, the budget does not identify specific funding for maintenance of bike facilities, such as protected bike lanes and trails.

Council requests that SDOT (a) identify the amount of annual funding for maintenance of bike facilities; and (b) identify accounting and budget process changes to clearly identify this category of spending in future budget proposals.

Council requests that SDOT report to the Sustainability and Transportation Committee (or successor committee) and the Central Staff Director by April 1, 2020.

**Responsible Council Committee(s):**

Sustainability & Transportation

**Date Due to Council:** April 1, 2020



Legislation Text

---

**File #:** CBA SDOT-4-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SDOT	4	B	1

**Budget Action Title:** Redirect \$2 million of Mercer Megablock proceeds to the Bicycle Master Plan - Protected Bike Lanes CIP project, amend the CIP project page, and add a spending proviso

Ongoing: No Has Budget Proviso: Yes

Has CIP Amendment: Yes Has Attachment: No

Primary Sponsor: Mike O'Brien

Council Members: Lisa Herbold, Abel Pacheco, Debora Juarez, Sally Bagshaw, Lorena González

Staff Analyst: Calvin Chow

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

## Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
General Fund Revenues	\$0	
General Fund Expenditures	\$0	
Net Balance Effect	\$0	
<b>Other Funds</b>		
Transportation Fund (13000)		
Expenditures	\$9,850,000	
Net Balance Effect	\$(9,850,000)	
<b>Total Budget Balance Effect</b>	<b>\$(9,850,000)</b>	

## Budget Action Description:

This Council Budget Action would redirect an additional \$2 million of Mercer Megablock property proceeds to the Bike Master Plan - Protected Bike Lanes Capital Improvement Program (CIP) project (MC-TR-C062), resulting in a total of \$10.35 million of Mercer Megablock proceeds to implement bike infrastructure projects serving South Seattle. This Council Budget Action would also add the following proviso on the SDOT budget:

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SDOT	4	B	1

"Of the appropriations in the 2020 budget for the Seattle Department of Transportation's Mobility-Capital BSL, \$10,350,000 is appropriated solely for implementation of bicycle facilities on (1) Martin Luther King, Jr. Way (Rainier to Henderson St), (2) Beacon Avenue (Jose Rizal Bridge to S 39th St), and/or (3) Georgetown to South Park Trail and may be used for no other purpose."

In September 2019, Council adopted Resolution 31894 requesting that the Executive identify funding in the 2020 Proposed Budget for bicycle infrastructure projects that were not fully funded in the 2019-2024 Bicycle Master Plan Implementation Plan. The three facilities listed in the proposed proviso were identified in Resolution 31894.

The 2020-2025 Proposed CIP would allocate \$8.35 million of Mercer Megablock proceeds across multiple years (2020 thru 2023) in the Bike Master Plan – Protected Bike Lanes CIP project. Of these funds, \$500,000 is proposed to be appropriated in 2020.

This Council Budget Action would appropriate an additional \$2 million of Mercer Megablock proceeds in 2020 for the Bike Master Plan – Protected Bike Lanes CIP project; and it would move \$7.85 million that the 2020-2025 Proposed CIP intends to spend in future years (2021, 2022, and 2023) to 2020. This would allow the spending proviso to apply to the \$10.35 million of total Mercer Megablock property proceeds identified in this Council Budget Action. Under state law, unspent capital appropriations automatically carry forward, with proviso restrictions, to subsequent years.

The 2020 Proposed Budget would direct \$9.2 million of the Mercer Megablock property proceeds to backfill lower than anticipated Commercial Parking Tax revenue. This Council Budget Action would reduce the Proposed Budget's Commercial Parking Tax backfill from \$9.2 million to \$7.2 million. Commercial Parking Tax revenue is projected to be \$2.7 million lower in 2019 (compared to the 2019 Adopted Budget) and \$3.2 million lower in 2020 (compared to the 2020 Endorsed Budget).

Commercial Parking Tax revenues are managed as a subfund within the Transportation Fund. The 2020 Proposed Budget projects that the Commercial Parking Tax subfund would maintain a positive unrestricted fund balance through 2023, when the remaining fund balance is projected to be \$8 million, and it projects a negative fund balance beginning in 2024. This Council Budget Action would result in a lower Commercial Parking Tax subfund balance of \$6 million in 2023.

The impact of this Council Budget Action on the Bike Master Plan - Protected Bike Lanes CIP Page is shown in Attachment A.

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add Transportation Fund (Mercer Megablock proceeds)		0	0	SDOT - TR000	SDOT - BC-TR-19003 - Mobility-Capital	13000 - Transportation Fund	2020	\$0	\$2,000,000
2	Adjust CIP spending to appropriate Mercer Megablock spending in 2020		0	0	SDOT - TR000	SDOT - BC-TR-19003 - Mobility-Capital	13000 - Transportation Fund	2020	\$0	\$7,850,000

**Bike Master Plan - Protected Bike Lanes**

<b>Project No:</b>	MC-TR-C062	<b>BSL Code:</b>	BC-TR-19003
<b>Project Type:</b>	Ongoing	<b>BSL Name:</b>	Mobility-Capital
<b>Project Category:</b>	Improved Facility	<b>Location:</b>	Citywide
<b>Current Project Stage:</b>	N/A	<b>Council District:</b>	Multiple
<b>Start/End Date:</b>	N/A	<b>Neighborhood District:</b>	Multiple
<b>Total Project Cost:</b>	N/A	<b>Urban Village:</b>	Multiple

This ongoing program implements the Seattle Bicycle Master Plan. Typical improvements may include installing bike lanes and sharrows, bicycle route signing, completing key links in the urban trails network, adding bicycle/pedestrian signals to complete the network, and reconstructing key sections of the trails. The goals of the program are to increase bicycle safety and access while reducing bicycle crashes. This program includes funding for street improvement and trail construction and is consistent with the focus in the City's Transportation Strategic Plan (TSP) on encouraging walking and biking. The Accelerated Move Seattle Levy - Lid Lift Revenues represent spending that is in excess of available levy funds; consequently, Move Seattle appropriations are reduced in future years so that the total Move Seattle funding and expenditures are balanced over the nine years of the levy. LTD actuals may include the BMP spot improvements, Urban Trails, and Neighborhood Greenways, which were previously combined with this project's budget.

Resources	LTD Actuals	2019 Revised	2020	2021	2022	2023	2024	2025	Total
City Light Fund Revenues	289	136	-	-	-	-	-	-	424
Commercial Parking Tax	1,347	15	-	-	-	-	-	-	1,362
Developer Mitigation	-	1,600	-	-	-	-	-	-	1,600
Drainage and Wastewater Rates	147	-	-	-	-	-	-	-	147
Federal Grant Funds	5,650	4,919	-	-	-	-	-	-	10,569
General Fund	1,100	-	-	-	-	-	-	-	1,100
Private Funding/Donations	10	-	-	-	-	-	-	-	10
Public Benefit Payment	-	-	-	600	1,000	14,000	400	-	16,000
Real Estate Excise Tax I	400	-	-	-	-	-	-	-	400
Real Estate Excise Tax II	437	8	-	-	-	-	-	-	444
Rubble Yard Proceeds	346	-	-	-	-	-	-	-	346
State Gas Taxes - City Street Fund	802	63	500	1,000	3,000	3,850	-	-	9,215
			10,350	-	-	-	-	-	11,215
State Grant Funds	-	579	-	-	-	-	-	-	579
Transportation Funding Package - Lid Lift	23,944	-	-	-	-	-	-	-	23,944
Transportation Move Seattle Levy - Lid Lift	21,932	6,022	6,849	6,058	1,034	1,592	1,368	-	44,855
User Fees	885	611	-	-	-	-	-	-	1,496
Vehicle Licensing Fees	4,664	768	1,322	1,293	1,325	1,358	-	-	10,729
<b>Total:</b>	<b>61,952</b>	<b>14,719</b>	<b>8,670</b>	<b>8,951</b>	<b>6,359</b>	<b>20,800</b>	<b>1,768</b>	-	<b>123,220</b>
			<b>18,520</b>	<b>7,951</b>	<b>3,359</b>	<b>16,950</b>			<b>125,220</b>
Fund Appropriations / Allocations <sup>1</sup>	LTD Actuals	2019 Revised	2020	2021	2022	2023	2024	2025	Total
Bridging The Gap Levy Fund	23,944	-	-	-	-	-	-	-	23,944
General Fund	1,100	-	-	-	-	-	-	-	1,100
Move Seattle Levy Fund	21,932	6,022	6,849	6,058	1,034	1,592	1,368	-	44,855
REET I Capital Fund	400	-	-	-	-	-	-	-	400
REET II Capital Fund	437	8	-	-	-	-	-	-	444
Transportation Benefit District Fund	4,664	768	1,322	1,293	1,325	1,358	-	-	10,729
Transportation Fund	9,475	7,922	500	1,600	4,000	17,850	400	-	41,748
			10,350	600	1,000	14,000			43,748
<b>Total:</b>	<b>61,952</b>	<b>14,719</b>	<b>8,670</b>	<b>8,951</b>	<b>6,359</b>	<b>20,800</b>	<b>1,768</b>	-	<b>123,220</b>
			<b>18,520</b>	<b>7,951</b>	<b>3,359</b>	<b>16,950</b>			<b>125,220</b>

<b>Unsecured Funding:</b>	<b>LTD Actuals</b>	<b>2019 Revised</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>Total</b>
To Be Determined	-	-	-	-	-	-	191	9,227	9,418
<b>Total:</b>	-	-	-	-	-	-	<b>191</b>	<b>9,227</b>	<b>9,418</b>

**Unsecured Funding Strategy:** SDOT will evaluate deliverables, prioritize and scale projects to the extent feasible, and continue to pursue grant and partnership opportunities to resolve potential funding deficits. Funding for this program beyond 2024 is dependent upon a future voter approved levy.

**O&M Impacts:** SDOT has individual project budgets for the maintenance of painted markings, signage, signals, bridges and roadway structures, urban forestry, and sidewalks and pavement; these budgets are constrained by the availability of transportation specific and general funds. The SDOT Asset Management website (<https://www.seattle.gov/transportation/about-sdot/asset-management>) provides unconstrained operational cost forecasting by asset type, typical lifecycle and average maintenance cost ranges.





Legislation Text

---

**File #:** CBA SDOT-7-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SDOT	7	B	1

**Budget Action Title:** Add \$500,000 of General Fund (Transportation Network Company Tax) and establish a CIP project in SDOT for West Marginal Way Safe Street and Accessibility Improvements

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: Yes Has Attachment: No

Primary Sponsor: Lisa Herbold

Council Members: Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Calvin Chow

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$500,000	
<b>Net Balance Effect</b>	<b>\$(500,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(500,000)</b>	

### Budget Action Description:

This Council Budget Action would establish a new West Marginal Way Safe Street and Accessibility Improvements CIP project in the Seattle Department of Transportation (SDOT) and add \$500,000 of General Fund (TNC Tax) for pedestrian safety improvements at West Marginal Way near the Duwamish Longhouse and Cultural Center. The project would include a pedestrian-activated traffic signal and marked crosswalk, sidewalk pavement on the west side of West Marginal Way, Americans with Disabilities Act (ADA) accessible crossing of railroad track to the Duwamish Trail, and ADA accessible connection to the Duwamish Tribe's Herring's House parking lot. SDOT estimates this project will cost \$3.25 million: \$250,000 for planning, \$500,000 for design, and \$2.5 million for construction.

This Council Budget Action includes \$500,000 of General Fund (TNC Tax) to fund a portion of the planning and design work. The funding is made available in Council Budget Action SDOT-201-A-1 and

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SDOT	7	B	1

represents a portion of the anticipated 2020 TNC tax revenue.

The new West Marginal Way Safe Street and Accessibility Improvements CIP page is shown in Attachment A.

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add General Fund (TNC Tax) for West Marginal Way Safe Street and Accessibility Improvements CIP Project		0	0	SDOT - TR000	SDOT - BC-TR-19003 - Mobility-Capital	00100 - General Fund	2020	\$0	\$500,000

**West Marginal Way Safe Street and Accessibility Improvements**

<b>Project No:</b>	MC-TR-NEW1	<b>BSL Code:</b>	BC-TR-19003
<b>Project Type:</b>	Discrete	<b>BSL Name:</b>	Mobility-Capital
<b>Project Category:</b>	Improved Facility	<b>Location:</b>	West Marginal Way SW and SW Alaska St
<b>Current Project Stage:</b>	Stage 2 – Initiation, Project Definition, & Planning	<b>Council District:</b>	Council District 1
<b>Start/End Date:</b>	2020 – 2022	<b>Neighborhood District:</b>	Not in a Neighborhood District
<b>Total Project Cost:</b>	\$3,250	<b>Urban Village:</b>	Not in an Urban Village

This project will implement rail crossing improvements, street crossing improvements, and sidewalk connections in the vicinity of West Marginal Way SW and SW Alaska St. Funding for the project in 2020 (\$750,000) is intended for project design and agency coordination with the BNSF Railway.

Resources	LTD Actuals	2019 Revised	2020	2021	2022	2023	2024	2025	Total
General Fund – TNC Tax	-	-	500	-	-	-	-	-	500
<b>Total:</b>	-	-	500	-	-	-	-	-	<b>500</b>

Fund Appropriations / Allocations <sup>1</sup>	LTD Actuals	2019 Revised	2020	2021	2022	2023	2024	2025	Total
General Fund	-	-	500	-	-	-	-	-	500
<b>Total:</b>	-	-	500	-	-	-	-	-	<b>500</b>

Unsecured Funding:	LTD Actuals	2019 Revised	2020	2021	2022	2023	2024	2025	Total
To Be Determined	-	-	-	2,750	-	-	-	-	2,750
<b>Total:</b>	-	-	-	<b>2,750</b>	-	-	-	-	<b>2,750</b>

**Unsecured Funding Strategy:** Funding for this project may depend upon the availability of grants or identification of new/incremental revenue sources.

**O&M Impacts:** SDOT has individual project budgets for the maintenance of painted markings, signage, signals, bridges and roadway structures, urban forestry, and sidewalks and pavement; these budgets are constrained by the availability of transportation specific and general funds. The SDOT Asset Management website (<https://www.seattle.gov/transportation/about-sdot/asset-management>) provides unconstrained operational cost forecasting by asset type, typical lifecycle and average maintenance cost ranges.



Legislation Text

---

**File #:** SLI SDOT-8-B-1, **Version:** 1

---

# 2020 Seattle City Council Statement of Legislative Intent

Agenda

Tab	Action	Option	Version
SDOT	8	B	1

**Budget Action Title:** Request that SDOT provide a Center City Streetcar Connector Financial Plan

Ongoing: No Has Attachment: No

Primary Sponsor: Lisa Herbold

Council Members:

Staff Analyst: Calvin Chow

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

**Statement of Legislative Intent:**

In August 2019, Council adopted Ordinance 125889 which authorized \$9 million to conduct additional design and engineering on the Center City Streetcar. The additional work will enable the Seattle Department of Transportation (SDOT) to provide a new baseline cost and schedule for the project.

This Statement of Legislative Intent requests that SDOT provide a report detailing the following:

- (1) The new baseline project cost estimate, an anticipated project development schedule, and a funding plan for how SDOT intends to pay for the project capital costs. The funding plan should include an identified contingent source of construction funding if SDOT does not receive the \$75 million Small Starts Grant from the Federal Transit Administration; and
- (2) A detailed accounting of the anticipated operating costs for the consolidated streetcar system with the Center City Streetcar, along with a detailed funding plan identifying the anticipated sources for covering these costs.

The Council requests that the report be submitted to the Sustainability and Transportation Committee (or successor committee) and the Central Staff Director by September 1, 2020.

**Responsible Council Committee(s):**

Sustainability & Transportation

**Date Due to Council:** September 1, 2020



Legislation Text

---

**File #:** CBA SDOT-10-B-2, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SDOT	10	B	2

**Budget Action Title:** Add \$400,000 of General Fund (Transportation Network Company Tax) to SDOT and establish a CIP project for Fortson Square redesign implementation

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: Yes Has Attachment: No

Primary Sponsor: Sally Bagshaw

Council Members: Lisa Herbold, Abel Pacheco, Debora Juarez, Mike O'Brien, Lorena González

Staff Analyst: Calvin Chow

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$400,000	
<b>Net Balance Effect</b>	<b>\$(400,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(400,000)</b>	

### Budget Action Description:

This Council Budget Action would establish a new CIP project and add \$400,000 of General Fund (TNC Tax) for reconstruction of Fortson Square (located at the corner of Yesler Way and 2nd Ave Ext S). The project would commence construction in late 2020. Construction is expected to last 4 months and reopening of Fortson Square would coincide with completion of the Chief Seattle Club renovation in Spring 2021.

The proposed Fortson Square Redesign Implementation CIP page is shown in Attachment A.

The source of funding for this Council Budget Action is identified in SDOT-201-A-1 and represents a portion of the anticipated 2020 TNC tax revenue.



# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SDOT	10	B	2

## Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add GF (TNC Tax) for a new Fortson Square Redesign Implementation CIP Project		0	0	SDOT - TR000	SDOT - BC-TR-19003 - Mobility-Capital	00100 - General Fund	2020	\$0	\$400,000

### Fortson Square Redesign Implementation

<b>Project No:</b>	MC-TR-NEW2	<b>BSL Code:</b>	BC-TR-19003
<b>Project Type:</b>	Discrete	<b>BSL Name:</b>	Mobility-Capital
<b>Project Category:</b>	Improved Facility	<b>Location:</b>	Yesler Way and 2nd Ave Ext S
<b>Current Project Stage:</b>	Stage 3 – Design	<b>Council District:</b>	Council District 7
<b>Start/End Date:</b>	2020 – 2021	<b>Neighborhood District:</b>	Downtown
<b>Total Project Cost:</b>	\$400	<b>Urban Village:</b>	Downtown

This project reconstructs Fortson Square to promote more public use of the right-of-way at this public plaza. The project would be coordinated with the adjoining Chief Seattle Club renovation.

Resources	LTD Actuals	2019 Revised	2020	2021	2022	2023	2024	2025	Total
General Fund – TNC Tax	-	-	400	-	-	-	-	-	400
<b>Total:</b>	-	-	<b>400</b>	-	-	-	-	-	<b>400</b>
Fund Appropriations / Allocations <sup>1</sup>	LTD Actuals	2019 Revised	2020	2021	2022	2023	2024	2025	Total
General Fund	-	-	400	-	-	-	-	-	400
<b>Total:</b>	-	-	<b>400</b>	-	-	-	-	-	<b>400</b>

**O&M Impacts:** SDOT has individual project budgets for the maintenance of painted markings, signage, signals, bridges and roadway structures, urban forestry, and sidewalks and pavement; these budgets are constrained by the availability of transportation specific and general funds. The SDOT Asset Management website (<https://www.seattle.gov/transportation/about-sdot/asset-management>) provides unconstrained operational cost forecasting by asset type, typical lifecycle and average maintenance cost ranges.



Legislation Text

---

**File #:** CBA SDOT-11-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SDOT	11	B	1

**Budget Action Title:** Add \$400,000 of General Fund (Transportation Network Company Tax) for SDOT's Market to MOHAI (MC-TR-C095) CIP project

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: Yes Has Attachment: No

Primary Sponsor: Sally Bagshaw

Council Members: Lisa Herbold, Abel Pacheco, Debora Juarez, Mike O'Brien, Lorena González

Staff Analyst: Calvin Chow

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
General Fund Revenues	\$0	
General Fund Expenditures	\$400,000	
<b>Net Balance Effect</b>	<b>\$(400,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(400,000)</b>	

### Budget Action Description:

This Council Budget Action would add \$400,000 of General Fund (TNC Tax) for the Market to MOHAI (MC-TR-C095) CIP project to implement pedestrian lighting on four blocks along the 1.4-mile pedestrian corridor from Pike Place Market to South Lake Union. This funding would fill the remaining funding gap for the project.

The impact of this Council Budget Action on the Market to MOHAI CIP page is shown in Attachment A. The source of funding for this Council Budget Action is identified in SDOT-201-A-1 and represents a portion of the anticipated 2020 TNC tax revenue.

### Budget Action Transactions

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SDOT	11	B	1

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add General Fund (TNC Tax) for lighting improvements.		0	0	SDOT - TR000	SDOT - BC-TR-19003 - Mobility-Capital	00100 - General Fund	2020	\$0	\$400,000

Market to MOHAI

<b>Project No:</b>	MC-TR-C095	<b>BSL Code:</b>	BC-TR-19003
<b>Project Type:</b>	Discrete	<b>BSL Name:</b>	Mobility-Capital
<b>Project Category:</b>	Improved Facility	<b>Location:</b>	Western Ave
<b>Current Project Stage:</b>	Stage <del>6</del> - <del>Closeout</del> <u>3 - Design</u>	<b>Council District:</b>	Council District 7
<b>Start/End Date:</b>	2018 - <del>2019</del> <u>2020</u>	<b>Neighborhood District:</b>	Downtown
<b>Total Project Cost:</b>	<del>\$500</del> <u>\$900</u>	<b>Urban Village:</b>	Downtown

The Market to MOHAI project will include pedestrian improvements on Western Ave, Bell Street, and Westlake Ave N. These improvements could include street lighting, sidewalk paving markers, wayfinding markers, and other improvements.

Resources	LTD Actuals	2019 Revised	2020	2021	2022	2023	2024	2025	Total
Real Estate Excise Tax II	5	495	-	-	-	-	-	-	500
<u>General Fund (TNC Tax)</u>	-	-	<u>400</u>	-	-	-	-	-	<u>400</u>
<b>Total:</b>	<b>5</b>	<b>495</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>500</b>
			<u>400</u>						<u>900</u>
Fund Appropriations / Allocations <sup>1</sup>	LTD Actuals	2019 Revised	2020	2021	2022	2023	2024	2025	Total
REET II Capital Fund	5	495	-	-	-	-	-	-	500
<u>General Fund</u>	-	-	<u>400</u>	-	-	-	-	-	<u>400</u>
<b>Total:</b>	<b>5</b>	<b>495</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>500</b>
			<u>400</u>						<u>900</u>

**O&M Impacts:** SDOT has individual project budgets for the maintenance of painted markings, signage, signals, bridges and roadway structures, urban forestry, and sidewalks and pavement; these budgets are constrained by the availability of transportation specific and general funds. The SDOT Asset Management website (<https://www.seattle.gov/transportation/about-sdot/asset-management>) provides unconstrained operational cost forecasting by asset type, typical lifecycle and average maintenance cost ranges.



Legislation Text

---

**File #:** CBA SDOT-12-C-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SDOT	12	C	1

**Budget Action Title:** Add \$1.8 million of General Fund and establish a CIP project for SDOT to implement redesign of Thomas Street

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: Yes Has Attachment: No

Primary Sponsor: Sally Bagshaw

Council Members: Lisa Herbold, Abel Pacheco, Debora Juarez, Mike O'Brien, Lorena González

Staff Analyst: Calvin Chow

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$1,800,000	
<b>Net Balance Effect</b>	<b>\$(1,800,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(1,800,000)</b>	

### Budget Action Description:

This Council Budget Action would establish a new CIP project and add \$1.8 million of General Fund for implementation of the Thomas Street Redefined project. The project makes improvements to Thomas St from 5th Ave N to Dexter Ave N, including but not limited to:

- (1) a half block closure of 5th Ave N and Thomas St to create a public plaza adjacent to the Seattle Center skatepark;
- (2) a 36' wide pedestrian and bicycle promenade from 5th Ave N to Dexter Ave N; and
- (3) a protected intersection at Dexter Ave N and Thomas St.



# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SDOT	12	C	1

The project will be coordinated with streetscape improvements funded by Seattle City Light for the street frontage of the Broad Street Substation and intersection improvements at 7th Ave N and Thomas St funded by the Washington State Department of Transportation.

The 2020 Proposed Budget included \$990,000 of Landscape Conservation and Local Infrastructure Program (LCLIP) funds and \$2 million of Mercer Megablock proceeds (in the Bike Master Plan – Greenways CIP project) for the Thomas Street Redefined project. SDOT intends to request an additional \$1.1 million of LCLIP funds in the Fourth Quarter 2019 Supplemental Budget for this project. With these sources of funds, the project has an estimated funding gap of \$3.8 million.

The funding for this Council Budget Action includes \$1.25 million of anticipated 2020 Transportation Network Company tax revenue (General Fund) identified in SDOT-201-A-1, and \$550,000 of reprioritized General Fund resources.

The proposed Thomas Street Redefined CIP page is shown in Attachment A. The proposed CIP page shows only the additional funds included in this Council Budget Action. Existing resources for this project could be consolidated in this new CIP project prior to final approval of this Council Budget Action or through subsequent supplemental budget action.

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add General Fund		0	0	SDOT - TR000	SDOT - BC-TR-19003 - Mobility-Capital	00100 - General Fund	2020	\$0	\$550,000
2	Add General Fund (TNC Tax) for a new Thomas Street Redesign CIP project.		0	0	SDOT - TR000	SDOT - BC-TR-19003 - Mobility-Capital	00100 - General Fund	2020	\$0	\$1,250,000

**Thomas Street Redesigned**

<b>Project No:</b>	MC-TR-NEW3	<b>BSL Code:</b>	BC-TR-19003
<b>Project Type:</b>	Discrete	<b>BSL Name:</b>	Mobility-Capital
<b>Project Category:</b>	Improved Facility	<b>Location:</b>	Thomas St from 5th Ave N to Dexter Ave N
<b>Current Project Stage:</b>	Stage 3 – Design	<b>Council District:</b>	Council District 7
<b>Start/End Date:</b>	2020 – 2022	<b>Neighborhood District:</b>	Downtown
<b>Total Project Cost:</b>		<b>Urban Village:</b>	Uptown

The project makes improvements to Thomas St from 5th Ave N to Dexter Ave N, including, but not limited to: (1) a half block closure of 5th Ave N and Thomas St to create a public plaza adjacent to the Seattle Center skatepark, (2) a 36' wide pedestrian and bicycle promenade from 5th Ave N to Dexter Ave N, and (3) a protected intersection at Dexter Ave N and Thomas St.

<b>Resources</b>	<b>LTD Actuals</b>	<b>2019 Revised</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>Total</b>
General Fund (TNC Tax)	-	-	1,250	-	-	-	-	-	1,250
General Fund	-	-	550	-	-	-	-	-	550
<b>Total:</b>	-	-	<b>1,800</b>	-	-	-	-	-	<b>1,800</b>
<b>Fund Appropriations / Allocations<sup>1</sup></b>	<b>LTD Actuals</b>	<b>2019 Revised</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>Total</b>
General Fund	-	-	1,800	-	-	-	-	-	1,800
<b>Total:</b>	-	-	<b>1,800</b>	-	-	-	-	-	<b>1,800</b>

**O&M Impacts:** SDOT has individual project budgets for the maintenance of painted markings, signage, signals, bridges and roadway structures, urban forestry, and sidewalks and pavement; these budgets are constrained by the availability of transportation specific and general funds. The SDOT Asset Management website (<https://www.seattle.gov/transportation/about-sdot/asset-management>) provides unconstrained operational cost forecasting by asset type, typical lifecycle and average maintenance cost ranges.



Legislation Text

---

**File #:** CBA SDOT-14-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SDOT	14	B	1

**Budget Action Title:** Add \$150,000 of General Fund (Transportation Network Company Tax) to SDOT for a Public Life Study of Capitol Hill

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Lorena González

Council Members: Lisa Herbold, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw

Staff Analyst: Calvin Chow

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$150,000	
<b>Net Balance Effect</b>	<b>\$(150,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(150,000)</b>	

### Budget Action Description:

This Council Budget Action would add \$150,000 of General Fund (TNC Tax) to the Seattle Department of Transportation (SDOT) for a neighborhood focused public life study of Capitol Hill to be delivered in partnership with one or more community organizations, such as the Capitol Hill EcoDistrict. This funding is intended to support community engagement, community-based design, planning, and visioning efforts for Capitol Hill.

A public life study seeks to evaluate and characterize the use of public space (i.e., how is public space being used and who is using the public space) to provide insight into how design, activation, social behavior, built environment, and urban form influence public activity. SDOT's 2018 Public Life Study evaluated 108 block faces across the city, including 4 locations in Capitol Hill. Consistent with the 2020 Endorsed Budget, the 2020 Proposed Budget does not include any funding for such a study.

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SDOT	14	B	1

The source of funding for this Council Budget Action is identified in SDOT-201-A-1 and represents a portion of the anticipated 2020 TNC tax revenue.

## Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add funding for a Public Life Study of Capitol Hill		0	0	SDOT - TR000	SDOT - BO-TR-17003 - Mobility Operations	00100 - General Fund	2020	\$0	\$150,000



Legislation Text

---

**File #:** CBA SDOT-17-A-2, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SDOT	17	A	2

**Budget Action Title:** Pass CB XXXX - Free Floating Car Share Permit Fee Ordinance

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: Yes

Primary Sponsor: Mike O'Brien

Council Members: Abel Pacheco, Debora Juarez, Sally Bagshaw, Lorena González

Staff Analyst: Calvin Chow

Council Bill or Resolution: CB XXXX

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

**Budget Action Description:**

This Council Budget Action recommends passage of Council Bill XXXX.

This legislation would adjust the fee schedule for free floating car share permits to reduce the annual per vehicle Restricted Parking Zone (RPZ) fee from \$700/year to \$200/year. This would reduce the total free floating car share per vehicle fee from \$1,730/year to \$1,230/year.

The RPZ fee was initially established in 2012 at \$200/year to cover costs for administrating car share permitted vehicles in RPZ zones. The RPZ fee was later increased in 2015 to \$700/year to account for higher administrative costs as the car share permitting program was expanded to allow more operators and vehicles. A portion of the RPZ fee is used to support activities to expand access to improved mobility options, including for low-income residents. Expenditures in this program area have been lower than projected due to staffing changes, and SDOT has accrued a balance of funds for this program

Since 2015, Seattle has seen an increase in alternative transportation services, including free floating bike share and transportation network companies. In 2019, two free floating car share operators (ReachNow and Limepod) ceased operations, leaving one operator (Car2Go) in Seattle. The 2020 Endorsed Budget anticipated 1,938 permitted car share vehicles. The current projection for 2020 is 750 permitted car share vehicles.

A reduced RPZ permit fee of \$200/year would fully recoup the administration costs associated with free floating car share in the current market environment. There is no anticipated 2020 impact to SDOT's mobility options program, however future expenditures will need to be aligned to expected revenues in the 2021 budget and beyond.

# 2020 Seattle City Council Budget Action

## Agenda

Tab	Action	Option	Version
SDOT	17	A	2

This Council Budget Action would reduce Transportation Fund revenues by \$1,325,400 in 2020. This reduction consists of two components: (1) a \$950,400 in 2020 to reflect fewer vehicles permitted than was anticipated in the 2020 Proposed Budget, and (2) a \$375,000 reduction to reflect the lower RPZ fee proposed in Council Bill XXXX.

While RPZ Fee proceeds are directed to the Transportation Fund, a portion of the remaining fees included in the Car Share vehicle permit are directed to the General Fund. The reduction in anticipated General Fund in 2020 due to the reduced number of anticipated vehicles is \$1,104,840. This revenue adjustment will be included in a separate Council Budget Action for CBO's November Revenue Update.



**CITY OF SEATTLE**

**ORDINANCE \_\_\_\_\_**

**COUNCIL BILL \_\_\_\_\_**

..title

AN ORDINANCE related to the Traffic Code; amending Section 11.23.150 of the Seattle Municipal Code to amend the fee schedule for the free-floating car sharing program.

..body

WHEREAS, in November 2009, Council passed Ordinance 123162 which authorized parking privileges for car sharing activities and established a car share permit fee; and

WHEREAS, in December 2012, Council passed Ordinance 124063 which authorized car sharing activities in restricted parking zones (RPZs) and established an RPZ fee for car share permits at \$200/year to recoup administrative costs; and

WHEREAS, in January 2015, Council passed Ordinance 124689 which expanded the car share permit program to allow for more operators and vehicles, and increased the RPZ fee for car share permits to \$700/year to account for higher administrative costs; and

WHEREAS, since 2015, Seattle has seen an increase of alternative transportation services including free floating bike share and transportation network companies; and

WHEREAS, in 2019, two car share companies have ceased operations, leaving one car share company operating in the Seattle market; and

WHEREAS, an RPZ fee of \$200/year will fully recoup RPZ administration costs in 2020; NOW, THEREFORE,

**BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:**

Section 1. Section 11.23.150 of the Seattle Municipal Code, last amended by Ordinance 124689, is amended as follows:

**11.23.150 Car ((Share Parking Fees)) share parking fees**

A. Annual car sharing permit for dedicated spaces in locations where there is no paid on-street parking ((.....))	\$300/year
B. Annual car sharing permit for designated spaces in locations where there is paid on-street parking ((.....))	\$3,000/year
C. Annual free-floating car sharing permit for each free-floating car sharing vehicle ((.....))	<del>(\$1,730/year*)</del> <u>\$1,230/year*</u>

1 \* This fee is comprised of (1) the initial paid parking fee of \$930 per year, to be adjusted  
2 annually based on actual meter use in paid parking areas per subsection 11.23.160\_G; (2) an RPZ  
3 fee of (~~(\$700)~~) \$200 per year; and (3) an administrative fee of \$100 per year.

4 Annual free-floating car sharing permits are valid from January 1—December 31. The  
5 Director of Transportation or (~~his or her~~) the Director's designee shall have the authority to  
6 prorate the price of the annual free-floating car sharing permit if a permit is issued for less than a  
7 full year. A new free-floating car sharing permit is required each calendar year for each vehicle  
8 in the free-floating car share program.

1           Section 2. This ordinance shall take effect and be in force 30 days after its approval by  
2 the Mayor, but if not approved and returned by the Mayor within ten days after presentation, it  
3 shall take effect as provided by Seattle Municipal Code Section 1.04.020.

4           Passed by the City Council the \_\_\_\_\_ day of \_\_\_\_\_, 2019,  
5 and signed by me in open session in authentication of its passage this \_\_\_\_\_ day of  
6 \_\_\_\_\_, 2019.

7           \_\_\_\_\_  
8           President \_\_\_\_\_ of the City Council

9           Approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

10           \_\_\_\_\_  
11           Jenny A. Durkan, Mayor

12           Filed by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

13           \_\_\_\_\_  
14           Monica Martinez Simmons, City Clerk

15 (Seal)



Legislation Text

---

**File #:** CBA SDOT-23-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SDOT	23	B	1

**Budget Action Title:** Add \$350,000 of General Fund (Transportation Network Company Tax) for SDOT to implement additional projects identified in the Home Zone pilot

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Debora Juarez

Council Members: Lisa Herbold, Abel Pacheco, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Calvin Chow

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$350,000	
<b>Net Balance Effect</b>	<b>\$(350,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(350,000)</b>	

### Budget Action Description:

This Council Budget Action would add \$350,000 of General Fund (TNC Tax) for the construction of Home Zone pilot program projects in 2020.

In the 2019 Adopted Budget, Council approved \$350,000 for the Home Zone pilot program to fund traffic calming measures (such as diverters and speed humps) on clusters of residential streets to create people-centered zones within the arterial grid. Working with community advocacy groups, SDOT evaluated 20 potential locations and developed conceptual plans for four of these locations. Ultimately, SDOT selected 2 locations (Broadview South and South Park) for funding in 2019. Consistent with the 2020 Endorsed Budget, the 2020 Proposed Budget did not include funding for any additional Home Zone pilot program investments.

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SDOT	23	B	1

The source of funding for this Council Budget Action is identified in SDOT-201-A-1 and represents a portion of the anticipated 2020 TNC tax revenue.

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add \$350,000 General Fund (TNC Tax) for Home Zone projects.		0	0	SDOT - TR000	SDOT - BO-TR-17003 - Mobility Operations	00100 - General Fund	2020	\$0	\$350,000



Legislation Text

---

**File #:** CBA SDOT-24-A-2, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SDOT	24	A	2

**Budget Action Title:** Add \$200,000 of School Safety Traffic and Pedestrian Improvement Fund in the Pedestrian Master Plan - New Sidewalks (MC-TR-C058) CIP project for SDOT to construct walkway improvements along NW 132nd St

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: Yes Has Attachment: No

Primary Sponsor: Debora Juarez

Council Members: Lisa Herbold, Abel Pacheco, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Calvin Chow

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
General Fund Revenues	\$0	
General Fund Expenditures	\$0	
Net Balance Effect	<b>\$0</b>	
<b>Other Funds</b>		
School Safety Traffic and Pedestrian Improvement Fund (18500)		
Expenditures	\$200,000	
Net Balance Effect	<b>\$(200,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(200,000)</b>	

**Budget Action Description:**

This Council Budget Action would add \$200,000 of School Safety Traffic and Pedestrian Improvement (SSTPI) Fund to the Pedestrian Master Plan - New Sidewalks (MC-TR-C058) CIP project to fund walkway improvements along NW 132nd St between Greenwood Ave N and 3rd Ave NW. This location is within the walkshed of Broadview-Thomson K-8 School and was identified in the Safe Routes to



# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SDOT	24	A	2

Schools' walk audit of the area. The SSTPI Fund is currently projected to have an unreserved fund balance of \$3 million at the end of 2020.

The impact of this Council Budget Action on the Pedestrian Master Plan - New Sidewalks CIP page is shown in Attachment A.

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add funding for NW 132nd St.		0	0	SDOT - TR000	SDOT - BC-TR-19003 - Mobility-Capital	18500 - School Safety Traffic and Pedestrian Improvement Fund	2020	\$0	\$200,000

**Pedestrian Master Plan - New Sidewalks**

<b>Project No:</b>	MC-TR-C058	<b>BSL Code:</b>	BC-TR-19003
<b>Project Type:</b>	Ongoing	<b>BSL Name:</b>	Mobility-Capital
<b>Project Category:</b>	New Facility	<b>Location:</b>	Citywide
<b>Current Project Stage:</b>	N/A	<b>Council District:</b>	Multiple
<b>Start/End Date:</b>	N/A	<b>Neighborhood District:</b>	Multiple
<b>Total Project Cost:</b>	N/A	<b>Urban Village:</b>	Multiple

This project enhances the pedestrian environment in Seattle's neighborhoods by dedicating funding to construct new sidewalks. The New Sidewalk Program draws funding from the School Safety Traffic and Pedestrian Improvement (SSTPI) Fund and the Move Seattle Levy to improve sidewalks and the pedestrian environment near schools. Additional funding is drawn from other sources to pay for new sidewalk construction that are not in a Seattle Public School walk zone.

Resources	LTD Actuals	2019 Revised	2020	2021	2022	2023	2024	2025	Total
Commercial Parking Tax	551	2,128	231	-	-	-	-	-	2,909
Developer Mitigation	8	829	-	-	-	-	-	-	837
Drainage and Wastewater Rates	-	-	163	7	-	-	-	-	170
Federal Grant Funds	420	1,202	750	200	-	-	-	-	2,572
General Fund	775	-	-	-	-	-	-	-	775
Private Funding/Donations	-	-	-	600	-	-	-	-	600
Real Estate Excise Tax II	3,471	919	-	11	-	-	-	-	4,401
School Camera Ticket Revenues	4,661	459	4,176	577	1,989	1,505	360	2,842	16,567
			4,376						16,767
State Gas Taxes - City Street Fund	73	-	-	-	-	-	-	-	73
State Grant Funds	504	1,608	-	-	-	-	-	-	2,112
Traffic Enforcement Camera Revenue	5,329	6,838	-	-	-	-	-	-	12,167
Transportation Move Seattle Levy - Lid Lift	14,432	7,317	6,886	5,491	2,247	4,651	333	-	41,358
Vehicle Licensing Fees	419	804	-	-	-	-	-	-	1,223
<b>Total:</b>	<b>30,642</b>	<b>22,105</b>	<b>12,207</b>	<b>6,886</b>	<b>4,235</b>	<b>6,156</b>	<b>693</b>	<b>2,842</b>	<b>85,765</b>
			12,407						85,965
Fund Appropriations / Allocations <sup>1</sup>	LTD Actuals	2019 Revised	2020	2021	2022	2023	2024	2025	Total
General Fund	775	-	-	-	-	-	-	-	775
Move Seattle Levy Fund	14,432	7,317	6,886	5,491	2,247	4,651	333	-	41,358
REET II Capital Fund	3,471	919	-	11	-	-	-	-	4,401
School Safety Traffic and Pedestrian Improvement Fund	9,990	7,297	4,176	577	1,989	1,505	360	2,842	28,734
			4,376						28,934
Transportation Benefit District Fund	419	804	-	-	-	-	-	-	1,223
Transportation Fund	1,555	5,768	1,144	807	-	-	-	-	9,274
<b>Total:</b>	<b>30,642</b>	<b>22,105</b>	<b>12,207</b>	<b>6,886</b>	<b>4,235</b>	<b>6,156</b>	<b>693</b>	<b>2,842</b>	<b>85,765</b>
			12,407						85,965
Unsecured Funding:	LTD Actuals	2019 Revised	2020	2021	2022	2023	2024	2025	Total
To Be Determined	-	-	-	-	-	-	-	3,759	3,759
<b>Total:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,759</b>	<b>3,759</b>

**Unsecured Funding Strategy:** Funding for this program beyond 2024 is dependent upon a future voter approved levy.

**O&M Impacts:** SDOT has individual project budgets for the maintenance of painted markings, signage, signals, bridges and roadway structures, urban forestry, and sidewalks and pavement; these budgets are constrained by the availability of transportation specific and general funds. The SDOT Asset Management website (<https://www.seattle.gov/transportation/about-sdot/asset-management>) provides unconstrained operational cost forecasting by asset type, typical lifecycle and average maintenance cost ranges.



Legislation Text

---

**File #:** CBA SDOT-201-A-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SDOT	201	A	1

**Budget Action Title:** Reduce \$3.05 million of Transportation Network Company Tax revenue in Finance General Reserves for SDOT expenditures

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Calvin Chow

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$(3,050,000)	
<b>Net Balance Effect</b>	<b>\$3,050,000</b>	
<b>Total Budget Balance Effect</b>	<b>\$3,050,000</b>	

**Budget Action Description:**

This Council Budget Action would reduce the Finance General Reserves by \$3.05 million. This is a portion of the anticipated 2020 fee revenue from the proposed Transportation Network Company Tax proposed for transportation purposes. This action would provide General Fund for transportation expenditures identified in the following Council Budget Actions:

- \$500,000 for SDOT-7-B-1
- \$400,000 for SDOT-10-B-2
- \$400,000 for SDOT-11-B-1
- \$1.25 million for SDOT-12-B-2
- \$150,000 for SDOT-14-B-1
- \$350,000 for SDOT-23-B-1

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SDOT	201	A	1

## Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Reduce TNC revenue in FG Reserves		0	0	FG - FG000	FG - BO-FG-2QD00 - Reserves	00100 - General Fund	2020	\$0	\$(3,050,000)



Legislation Text

---

**File #:** CBA SDOT-202-A-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SDOT	202	A	1

**Budget Action Title:** Cut \$134,150 of General Fund and \$115,850 of Other Funds for the Director of Citywide Mobility.

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Calvin Chow

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
General Fund Revenues	\$0	
General Fund Expenditures	\$(134,150)	
Net Balance Effect	\$134,150	
<b>Other Funds</b>		
Finance and Administrative Services Fund (50300)		
Revenues	\$(250,000)	
Expenditures	\$(250,000)	
Net Balance Effect	\$0	
<b>Total Budget Balance Effect</b>	<b>\$134,150</b>	

**Budget Action Description:**

In January 2019, the Executive announced the position of Director of Citywide Mobility to lead Seattle's efforts in addressing congestion impacts related to the "Seattle Squeeze," starting with the permanent closure of the Alaskan Way Viaduct. The Executive created this position as a term-limited temporary



# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SDOT	202	A	1

position, and the 2020 Proposed Budget includes funding for this position to continue through 2020. More recently, the Executive informed Council that the operational planning and preparation work conducted by this position would be completed by the end of 2019 and that the position would end.

The proposed 2020 funding for this position is included in the FAS budget, with costs recovered through allocation rates to City Departments. Funding for this position includes \$134,150 of General Fund, \$8,750 from the Seattle Department of Construction and Inspections (SDCI), \$18,100 from the Retirement Fund (RET), \$30,100 from Seattle Public Utilities (SPU), \$39,125 from Seattle City Light (SCL), and \$19,775 from SDOT.

This Council Budget Action would cut funding in 2020 for this position, freeing up \$134,150 of General Fund for other Council priorities. The remaining funds would see a corresponding reduction in FAS billing for citywide services.

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Cut Director of Citywide Mobility		0	0	FAS - FA000	FAS - BO-FA-CITYSVCS - City Services	50300 - Finance and Administrative Services Fund	2020	\$0	\$(250,000)
2	Reduction in revenue for City's Mobility Effort - Director of Citywide Mobility.		0	0	FAS - FA000	FAS - BO-FA-CITYSVCS - City Services	50300 - Finance and Administrative Services Fund	2020	\$(250,000)	\$0
3	Reduction of FG transfer to FAS for General Fund portion of Citywide Director of Mobility.		0	0	FG - FG000	FG - BO-FG-2QA00 - Appropriation to Special Funds	00100 - General Fund	2020	\$0	\$(134,150)



# SEATTLE CITY COUNCIL

600 Fourth Ave. 2nd Floor  
Seattle, WA 98104

## Legislation Text

---

**File #:** CBA TNCDRC-103-A-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
TNCDRC	103	A	1

**Budget Action Title:** Substitute CB 119686 vD2 for D1e and pass as amended

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: Yes

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Karina Bull

Council Bill or Resolution: CB 119686

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Budget Action Description:

This budget action substitutes version D2 of Council Bill (CB) 119686, shown in Attachment 1, for version D1e. The substitute bill includes technical corrections and the following amendments:

- (1) clarifies the definition of "Driver Resolution Center" to include experience advocating for underrepresented groups in social equity, economic power, and worker rights;
- (2) adds a requirement for the Office of Labor Standards (OLS) Director to issue rules on the criteria for the Driver Resolution Center's determination on whether to represent a Transportation Network Company (TNC) driver in a deactivation challenge;
- (3) adds a requirement that the TNC's notice of impending deactivation must include the same information as the notice of deactivation (i.e., written statement of reasons for and effective date of deactivation) and that OLS shall create and distribute the notice of impending deactivation in English and other languages;
- (4) removes language stating that partisan panel members shall not be compensated by the City;
- (5) clarifies when a Deactivation Appeals Panel arbitration is voluntary; and
- (6) clarifies that each "panel member" holds one vote in the Deactivation Appeals Panel's decision.

This budget action also passes CB 119686 as amended which would establish a voluntary arbitration process for TNC drivers to challenge disputes over deactivation. The process would include (1) deactivation rights for TNC drivers, (2) a Deactivation Appeals Panel to conduct arbitration proceedings, and (3) a Driver Resolution Center to represent TNC drivers at arbitration proceedings and to conduct

# 2020 Seattle City Council Budget Action

## Agenda

Tab	Action	Option	Version
TNCDRC	103	A	1

outreach. OLS would implement the legislation and issue rules.

**CITY OF SEATTLE**

**ORDINANCE \_\_\_\_\_**

**COUNCIL BILL \_\_\_\_\_**

..title

AN ORDINANCE relating to transportation network company drivers; establishing deactivation protections for transportation network company drivers; amending Section 3.15.000 of the Seattle Municipal Code; and adding a new Chapter 14.32 to the Seattle Municipal Code.

..body

WHEREAS, the Washington Constitution provides in Article XI, Section 11 that “[a]ny county, city, town or township may make and enforce within its limits all such local police, sanitary and other regulations as are not in conflict with general laws”; and

WHEREAS, the state of Washington, in Revised Code of Washington (RCW) 46.72.001, has authorized political subdivisions of the state to regulate for-hire drivers and for-hire transportation services, which terms encompass the regulation of transportation network company (TNC) drivers, TNCs, and TNC services, to ensure safe and reliable TNC services; and

WHEREAS, TNCs provide application dispatch services that allow passengers to directly request the dispatch of drivers via the internet using mobile interfaces such as smartphone applications; and

WHEREAS, in 2018, the two largest TNCs accounted for over 24 million trips in the City ~~and King County~~; and

WHEREAS, these two companies are also major hiring entities, accounting for most of the 31,676 TNC drivers issued permits by King County in 2018 as recorded by the King County Department of Licensing; and

1 WHEREAS, the regulation of TNC driver protections better ensures that drivers can perform  
2 their services in a safe and reliable manner and thereby promotes the welfare of the  
3 people and is thus a fundamental governmental function; and

4 WHEREAS, the establishment of minimum labor standards for TNC drivers is a subject of vital  
5 and imminent concern to the people of this City and requires appropriate action by City  
6 Council to establish such minimum labor standards within the City;

7 NOW, THEREFORE,

8 **BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:**

9 Section 1. Findings

10 A. In order to protect the public health, safety, and welfare, The City of Seattle is  
11 granted express authority to regulate for-hire transportation services pursuant to chapter 46.72  
12 RCW. This authority includes regulating entry, requiring a license, controlling rates, establishing  
13 safety requirements, and any other requirement to ensure safe and reliable transportation  
14 services.

15 B. In the pursuit of economic opportunity, many transportation network company  
16 (TNC) drivers are immigrants and people of color who have taken on debt or invested their  
17 savings to purchase and/or lease vehicles to provide TNC services.

18 C. The TNCs represent that their business models rely on TNC drivers being  
19 classified as independent contractors, and that they are exempt from minimum labor standards  
20 established by federal, state, and local law.

21 D. TNC drivers are subject to TNC companies' policies that can be unilaterally  
22 changed so they can be deactivated for a variety of reasons, and they do not have consistent  
23 access to due process for such deactivations, nor do they have regular access to human resources

1 staff who have the power to correct unwarranted deactivations, via either in-person meeting or  
2 telephone, to air their deactivation-related grievances.

3 E. The TNCs deactivate drivers with unclear processes for review of those  
4 deactivations. Establishing a reasonable standard for the deactivations of TNC drivers as well as  
5 access to a neutral Deactivation Appeals Process in which unwarranted deactivations may be  
6 challenged will help ensure that thousands of drivers who provide vital transportation services in  
7 Seattle will be able enjoy a small measure of job security.

8 F. TNC drivers who have protection against unwarranted deactivation will be more  
9 likely to remain in their positions over time, and to devote more time to their work as TNC  
10 drivers. Such experienced drivers will improve the safety and reliability of the TNC services  
11 provided by the TNCs to passengers and thus reduce safety and reliability problems created by  
12 frequent turnover in the TNC services industry.

13 Section 2. A new Chapter 14.32 is added to the Seattle Municipal Code as follows:

14 **CHAPTER 14.32 TRANSPORTATION NETWORK COMPANY DRIVERS**

15 **DEACTIVATION RIGHTS**

16 **14.32.010 Short title**

17 This Chapter 14.32 shall constitute the “Transportation Network Company Driver Deactivation  
18 Rights Ordinance” and may be cited as such.

19 **14.32.015 Declaration of policy**

20 It is declared to be the policy of the City, in the exercise of its police powers for the protection of  
21 the public health, safety, and general welfare, and for the maintenance of peace and good  
22 government, to ensure that TNC drivers can perform their services in a safe and reliable manner,

1 and thereby promote the welfare of the people who rely on such services to meet their  
2 transportation needs.

### 3 **14.32.020 Definitions**

4 For the purposes of this Chapter 14.32:

5 “Agency” means the Office of Labor Standards and any division therein.

6 “Aggrieved party” means the TNC driver or other person who suffers tangible or  
7 intangible harm due to the TNC’s violation of this Chapter 14.32.

8 “Application dispatch” means technology that allows consumers to directly request  
9 dispatch of TNC drivers for trips and/or allows TNC drivers or TNCs to accept trip requests and  
10 payments for trips via the internet using mobile interfaces such as, but not limited to, smartphone  
11 and tablet applications.

12 “Available platform time” means the time a TNC driver is logged in to the driver  
13 platform prior to receiving a trip request from a TNC.

14 “City” means The City of Seattle.

15 “Compensation” means payment owed to a TNC driver by reason of providing TNC  
16 services.

17 “Days” means calendar days.

18 “Deactivation” means the blocking of a TNC driver’s access to the driver platform,  
19 changing a TNC driver’s status from eligible to provide TNC services to ineligible, or other  
20 material restriction in access to the driver platform that is effected by a TNC.

21 “Director” means the Director of the Office of Labor Standards.

22 “Dispatch location” means the location of the TNC driver at the time the TNC driver  
23 accepts a trip request from the TNC.



1 “Dispatch platform time” means the time a TNC driver spends traveling from dispatch  
2 location to passenger pick-up location. Dispatch platform time ends when a passenger cancels a  
3 trip, fails to appear for a trip, or enters the TNC driver’s vehicle.

4 “Driver platform” means the driver-facing application dispatch system software or any  
5 online-enabled application service, website, or system, used by a TNC driver, that enables the  
6 prearrangement of passenger trips for compensation.

7 “Driver Resolution Center” means a non-profit organization registered with the  
8 Washington Secretary of State that contracts with the Agency to provide culturally competent  
9 TNC driver representation services, outreach, and education; that is affiliated with an  
10 organization ~~that has with~~ experience advocating for the civil and economic rights of drivers,  
11 contractors, and workers from disadvantaged socioeconomic groups and representing workers in  
12 grievance proceedings; and whose administration and/or formation was/is not funded,  
13 excessively influenced, or controlled by a TNC. This organization shall have a proven  
14 commitment to worker rights and experience in providing resources, programs, and services to  
15 TNC drivers, contractors, and workers that allow them to build sustainable economic  
16 opportunities while competing in a changing business environment. The Driver Resolution  
17 Center should consider contractual partnerships among entities to achieve the direct participation  
18 of organizations primarily focused on diversity and advocating for the civil and economic rights  
19 of workers from disadvantaged socioeconomic groups.

20 “Operating in Seattle” means, with respect to a TNC, providing application dispatch  
21 services to any affiliated driver at any time for the transport of any passenger for compensation  
22 from or to a point within the geographical confines of Seattle.

1 “Passenger drop-off location” means the location where a passenger exits a TNC driver’s  
2 vehicle at the end of a trip.

3 “Passenger pick-up location” means the location where a passenger has requested to be  
4 picked up at the time of dispatch, for the purpose of receiving TNC services.

5 “Passenger platform time” means the period of time commencing when a passenger  
6 enters the TNC driver’s vehicle until the time when the passenger exits the TNC vehicle.

7 “Representative” means a person who gives advice or guidance and includes, but is not  
8 limited to, family members, friends, licensed professionals, attorneys, advocates, and Driver  
9 Resolution Center advocates.

10 “Respondent” means the TNC who is alleged or found to have committed a violation of  
11 this Chapter 14.32.

12 “TNC services” means services related to the transportation of passengers that are  
13 provided by a TNC driver while logged in to the driver platform, including services provided  
14 during available platform time, dispatch platform time, and passenger platform time.

15 “Transportation network company” or “TNC” means an organization whether a  
16 corporation, partnership, sole proprietor, or other form, licensed or required to be licensed under  
17 Chapter 6.310, operating in Seattle that offers prearranged transportation services for  
18 compensation using an online-enabled application or platform, such as an application dispatch  
19 system, to connect passengers with drivers using a “transportation network company (TNC)  
20 endorsed vehicle,” as defined in Chapter 6.310.

21 “Transportation network company driver” or “TNC driver” means a licensed for-hire  
22 driver, as defined in Chapter 6.310, affiliated with and accepting trips from a licensed

1 transportation network company. For purposes of this Chapter 14.32, at any time that a driver is  
2 logged into the driver platform, the driver is considered a TNC driver.

3 “TNC dispatched trip” or “trip” means the dispatch of a TNC driver to provide  
4 transportation to a passenger in a TNC endorsed vehicle through the use of a TNC’s application  
5 dispatch system. The term “TNC dispatched trip” or “trip” does not include transportation  
6 provided by taxicabs or for-hire vehicles, as defined in Chapter 6.310.

7 “Written” or “writing” means a printed or printable communication in physical or  
8 electronic format including a communication that is transmitted through email, text message, or a  
9 computer system, or is otherwise sent and maintained electronically.

#### 10 **14.32.030 TNC driver coverage**

11 A TNC driver is covered by this Chapter 14.32 if the TNC driver provides TNC services within  
12 the geographic boundaries of the City for a TNC covered by this Chapter 14.32.

#### 13 **14.32.040 TNC coverage**

14 A. TNCs that report greater than 1,000,000 trips that originate in the City per the  
15 most recent quarterly report under Section 6.310.540 are covered under this Chapter 14.32.

16 B. Separate entities that form an integrated enterprise shall be considered a single  
17 TNC under this Chapter 14.32. Separate entities will be considered an integrated enterprise and a  
18 single TNC under this Chapter 14.32 where a separate entity controls the operation of another  
19 entity. The factors to consider include, but are not limited to:

- 20 1. Degree of interrelation between the operations of multiple entities;
- 21 2. Degree to which the entities share common management;
- 22 3. Centralized control of labor relations; and
- 23 4. Degree of common ownership or financial control over the entities.

1 **14.32.050 Protection from unwarranted deactivation**

2 A. TNC driver deactivation rights

3 1. No TNC shall subject a TNC driver to unwarranted deactivation, as  
4 defined by Director's rule.

5 2. Subject to driver eligibility standards created by Director's rule, a TNC  
6 driver shall have a right to challenge all permanent deactivations and temporary deactivations, as  
7 defined by Director's rule.

8 3. The TNC driver has the right to elect between representing themselves  
9 during any deactivation challenge or being represented by a representative, including an  
10 advocate from the Driver Resolution Center. The Driver Resolution Center shall have discretion  
11 to determine whether to represent a TNC driver, as defined by Director's rule.

12 4. For deactivations not described in subsection 14.32.050.E, the TNC shall  
13 provide the TNC driver with 14 days' notice of the impending deactivation. The notice shall  
14 include a written statement of the reasons for and effective date of deactivation and provide  
15 notice, in a form and manner designated by the Agency, of the TNC driver's right to challenge  
16 such deactivation under this Section 14.32.050. The Agency shall create and distribute the notice  
17 in English and other languages as provided by rules issued by the Director.

18 5. Upon deactivation, every TNC shall furnish to the TNC driver a written  
19 statement of the reasons for and effective date of deactivation and provide notice, in a form and  
20 manner designated by the Agency, of the TNC driver's right to challenge such deactivation  
21 under this Section 14.32.050. The Agency shall create and distribute the notice in English and  
22 other languages as provided by rules issued by the Director.

1           B.       The TNC driver and TNC may, by mutual agreement, proceed to arbitration  
2 through the Deactivation Appeals Panel arbitration (“Panel arbitration”) proceeding created by  
3 this Chapter 14.32 instead of proceeding under any applicable arbitration agreement between the  
4 TNC driver and the TNC (“private arbitration agreement”). In the absence of a private arbitration  
5 agreement between a TNC driver and a TNC, the TNC driver shall have an absolute right to  
6 challenge the deactivation pursuant to subsections 14.32.050.C and 14.32.050.D, regardless of  
7 agreement by the TNC.

8           C.       Deactivation Appeals Panel process

9           1.       If the TNC driver and TNC agree to proceed to arbitration through the  
10 Deactivation Appeals Panel arbitration proceeding created by this Chapter 14.32, the TNC driver  
11 and/or a representative must provide notice to the TNC of intent to challenge the deactivation no  
12 later than 60 days after the deactivation.

13           2.       The TNC and the TNC driver and/or a representative shall attempt to  
14 resolve the challenge informally no later than 15 days after the notice of intent to challenge has  
15 been provided to the TNC, or within a time frame mutually agreed by the parties.

16           3.       If the parties resolve the challenge informally pursuant to subsection  
17 14.32.050.C.2, they must memorialize that resolution in a written agreement.

18           4.       The TNC driver and/or representative must provide notice of intent to  
19 arbitrate to the TNC no later than 15 days after the notice of intent to challenge has been  
20 provided to the TNC under subsection 14.32.050.C.1.

21           5.       If a TNC driver demonstrates that a TNC failed to engage in the informal  
22 appeals process under this subsection 14.32.050.C, there shall be a presumption, rebuttable by

1 clear and convincing evidence, before the Deactivation Appeals Panel that the deactivation is  
2 unwarranted.

3 D. Deactivation Appeals Panel

4 1. The City shall establish a “Deactivation Appeals Panel” (“Panel”) for  
5 purposes of hearing TNC driver challenges to deactivations. The Agency shall contract with one  
6 or more persons or entities (“neutral arbitrator”) to conduct arbitration proceedings to hear  
7 deactivation challenges. The neutral arbitrator shall be one member of the Panel. The remaining  
8 Panel members shall consist of an equal number of partisan panel members, representing the  
9 interests of the TNC driver and the TNC, respectively. ~~The partisan panel members shall not be~~  
10 ~~compensated by the City.~~

11 2. The utilization of the Panel arbitration proceeding created by this Chapter  
12 14.32 is voluntary upon agreement by both parties, except as provided for under subsection  
13 14.32.050.B, and shall be of no cost to the TNC driver. If utilized, the Panel shall be the sole  
14 arbitration proceeding for challenging the deactivation.

15 3. The cost of arbitration, including any fee charged by an arbitrator, will be  
16 shared equally by the TNC and the Driver Resolution Center. If the TNC driver is not  
17 represented by a representative of the Driver Resolution Center, the TNC shall be solely  
18 responsible for the cost of arbitration.

19 4. The arbitration shall be conducted no later than 30 days after the notice of  
20 intent to arbitrate has been provided to the TNC under subsection 14.32.050.C.4, within a time  
21 frame mutually agreed by the parties, or as ordered by the Panel.

1                   5.       Subject to rules issued by the Director, the Panel may conduct pre-hearing  
2 procedures, as well as an evidentiary hearing at which parties shall be entitled to present  
3 witnesses and written evidence relevant to the dispute, and to cross-examine witnesses.

4                   6.       The Panel’s decision in any case shall be by majority vote, with each  
5 ~~arbitrator-panel member~~ holding one vote.

6                   7.       The Panel shall issue a written decision and, if appropriate, award relief.  
7 The Panel shall endeavor to issue the written decision within 48 hours of the evidentiary hearing.

8                   8.       Upon a decision concluding an unwarranted deactivation occurred, the  
9 Panel may order such relief as may be appropriate to remedy the violation including, without  
10 limitation, all remedies provided in Section 14.32.170. Should the Panel order that the TNC  
11 driver be reinstated, such order shall be limited to reinstatement to provide TNC services from a  
12 passenger drop-off location or a passenger pick-up location in the City.

13                   9.       The decision of the Panel shall be final and binding upon the parties.

14                   10.      Nothing in this subsection 14.32.050.D shall be construed as restricting a  
15 TNC driver’s right to pursue any remedy at law or equity for an unwarranted deactivation.

16                   11.      The Director shall issue rules to effectuate the terms of this Section  
17 14.32.050 including, but not limited to, rules regarding the definition of unwarranted  
18 deactivation, driver eligibility to challenge deactivations, the selection of and criteria for the  
19 neutral arbitrator and partisan panel members, and the number of partisan panel members. The  
20 Director shall further consider methods to protect passenger privacy and address potential safety  
21 concerns during the Deactivation Appeal Panel proceeding.

22                   E.       Subject to the provisions of this Section 14.32.050 and rules issued by the  
23 Director, a TNC may immediately deactivate a TNC driver if such action is required to comply

1 with any applicable local, state, or federal laws or regulations or where a TNC driver has  
2 engaged in egregious misconduct.

3 F. ~~For deactivations not described in subsection 14.32.050.E, the TNC shall provide~~  
4 ~~the TNC driver with 14 days' notice of the impending deactivation.~~

5 ~~G.~~ In computing any period of time prescribed or allowed by this Section 14.32.050,  
6 the day of the act, event, or default from which the designated period of time begins to run shall  
7 not be included. The last day of the period so computed shall be included, unless it is a Saturday,  
8 a Sunday, or a federal or City holiday, in which event the period runs until the end of the next  
9 day which is neither a Saturday, a Sunday, nor a federal or City holiday.

#### 10 **14.32.060 Driver Resolution Center**

11 A. The Agency may contract with a Driver Resolution Center to provide driver  
12 resolution services. Those services shall include, but not be limited to:

- 13 1. Consultation and/or direct representation for TNC drivers facing  
14 deactivation;
- 15 2. Other support for TNC drivers to ensure compliance with applicable labor  
16 standards and/or to support their ability to perform TNC services; and
- 17 3. Outreach and education to TNC drivers regarding their rights under this  
18 Chapter 14.32 and other applicable federal, state, and local laws and regulations.

19 B. The Director must approve in advance, by rule or otherwise, the provision of any  
20 services by a Driver Resolution Center pursuant to contract other than those identified in  
21 subsection 14.32.060.A. Any additional services provided must be consistent with this Chapter  
22 14.32.

#### 23 **14.32.116 Rulemaking authority**



1 The Director is authorized to administer this Chapter 14.32. The Director shall exercise all  
2 responsibilities under this Chapter 14.32 pursuant to rules and regulations developed under  
3 Chapter 3.02. The Director is authorized to promulgate, revise, or rescind rules and regulations  
4 deemed necessary, appropriate, or convenient to administer, and evaluate the provisions of this  
5 Chapter 14.32, providing affected entities with due process of law and in conformity with the  
6 intent and purpose of this Chapter 14.32.

7 **14.32.140 Violation**

8 The failure of any respondent to comply with any requirement imposed on the respondent under  
9 this Chapter 14.32 is a violation.

10 **14.32.170 Remedies**

11 A. The payment of unpaid compensation, liquidated damages, and interest provided  
12 under this Chapter 14.32 is cumulative and is not intended to be exclusive of any of the above  
13 referenced remedies and procedures.

14 1. Interest shall accrue from the date the unpaid compensation was first due  
15 at 12 percent annum, or the maximum rate permitted under RCW 19.52.020.

16 2. When determining the amount of liquidated damages payable to aggrieved  
17 parties due under this Section 14.32.170, the Panel shall consider:

18 a. The total amount of unpaid compensation, liquidated damages, and  
19 interest due;

20 b. The nature and persistence of the violations;

21 c. The extent of the respondent's culpability;

22 d. The substantive or technical nature of the violations;

1 e. The size, revenue, and human resources capacity of the  
2 respondent;

3 f. The circumstances of each situation;

4 g. Other factors pursuant to rules issued by the Director.

5 B. A respondent found to be in violation of this Chapter 14.32 shall be liable for full  
6 payment of unpaid compensation plus interest in favor of the aggrieved party for the period of  
7 deactivation under the terms of this Chapter 14.32, and other equitable relief. The Director shall  
8 issue rules regarding the method of calculating unpaid compensation. The Director is authorized  
9 to designate a daily amount for unpaid compensation. For ~~a first~~any violation of this Chapter  
10 14.32, the Panel may assess liquidated damages in an additional amount of up to twice the  
11 unpaid compensation.

12 ~~1. For subsequent violations of this Chapter 14.32, the Panel may assess an~~  
13 ~~amount of liquidated damages in an additional amount of up to twice the unpaid compensation.~~

14 ~~2. For purposes of establishing a first and subsequent violation for this~~  
15 ~~Section 14.32.170, the violation must have occurred within ten years of the settlement agreement~~  
16 ~~or Panel's written decision.~~

17 **14.32.230 Private right of action**

18 A. Any person or class of persons that suffers financial injury as a result of a  
19 violation of this Chapter 14.32, may bring a civil action in a court of competent jurisdiction  
20 against the TNC violating this Chapter 14.32 and, upon prevailing, may be awarded reasonable  
21 attorney fees and costs and such legal or equitable relief as may be appropriate to remedy the  
22 violation including, without limitation, the payment of any unpaid compensation plus interest  
23 due to the person and liquidated damages in an additional amount of up to twice the unpaid

1 compensation. Interest shall accrue from the date the unpaid compensation was first due at 12  
2 percent per annum, or the maximum rate permitted under RCW 19.52.020.

3 B. For purposes of this Section 14.32.230, “person” includes any entity a member of  
4 which has suffered financial injury, or any other individual or entity acting on behalf of an  
5 aggrieved party that has suffered financial injury.

6 C. For purposes of determining membership within a class of persons entitled to  
7 bring an action under this Section 14.32.230, two or more TNC drivers are similarly situated if  
8 they:

9 1. Are or were contracted to perform TNC services by the same TNC or  
10 TNCs, whether concurrently or otherwise, at some point during the applicable statute of  
11 limitations period,

12 2. Allege one or more violations that raise similar questions as to liability,  
13 and

14 3. Seek similar forms of relief.

15 D. For purposes of subsection 14.32.230.C, TNC drivers shall not be considered  
16 dissimilar solely because their:

17 1. Claims seek damages that differ in amount, or

18 2. Job titles or other means of classifying TNC drivers differ in ways that are  
19 unrelated to their claims.

20 E. Nothing contained in this Chapter 14.32 is intended to be nor shall be construed to  
21 create or form the basis for any liability on the part of the City, or its officers, employees, or  
22 agents, for any injury or damage resulting from or by reason of any act or omission in connection

1 with the implementation or administration of this Chapter 14.32 on the part of the City by its  
2 officers, employees, or agents.

3 **14.32.235 Encouragement of more generous policies**

4 A. Nothing in this Chapter 14.32 shall be construed to discourage or prohibit a TNC  
5 from the adoption or retention of protections more generous than the ones required by this  
6 Chapter 14.32.

7 B. Nothing in this Chapter 14.32 shall be construed as diminishing the obligation of  
8 a TNC to comply with any contract, or other agreement providing more generous protections to  
9 TNC drivers than required by this Chapter 14.32.

10 **14.32.240 Other legal requirements**

11 This Chapter 14.32 defines requirements for TNC driver deactivation protections and shall not be  
12 construed to preempt, limit, or otherwise affect the applicability of any other law, regulation,  
13 requirement, policy, or standard that provides for greater requirements; and nothing in this  
14 Chapter 14.32 shall be interpreted or applied so as to create any power or duty in conflict with  
15 federal or state law.

16 **14.32.250 Severability**

17 The provisions of this Chapter 14.32 are declared to be separate and severable. If any clause,  
18 sentence, paragraph, subdivision, section, subsection, or portion of this Chapter 14.32, or the  
19 application thereof to any TNC, TNC driver, or circumstance, is held to be invalid, it shall not  
20 affect the validity of the remainder of this Chapter 14.32, or the validity of its application to  
21 other persons or circumstances.

22 Section 3. Section 3.15.000 of the Seattle Municipal Code, last amended by Ordinance  
23 125684, is amended as follows:

1 **3.15.000 Office of Labor Standards created—Functions**

2 There is created within the Executive Department an Office of Labor Standards, under the  
3 direction of the Mayor. The mission of the Office of Labor Standards is to advance labor  
4 standards through thoughtful community and business engagement, strategic enforcement and  
5 innovative policy development, with a commitment to race and social justice. The Office of  
6 Labor Standards seeks to promote greater economic opportunity and further the health, safety,  
7 and welfare of employees; support employers in their implementation of labor standards  
8 requirements; and end barriers to workplace equity for women, communities of color,  
9 immigrants and refugees, and other vulnerable workers.

10 The functions of the Office of Labor Standards are as follows:

11 A. Promoting labor standards through outreach, education, technical assistance, and  
12 training for employees and employers;

13 B. Collecting and analyzing data on labor standards enforcement;

14 C. Partnering with community, businesses, and workers for stakeholder input and  
15 collaboration;

16 D. Developing innovative labor standards policy;

17 E. Administering and enforcing City of Seattle ordinances relating to minimum wage  
18 and minimum compensation (Chapter 14.19), paid sick and safe time (Chapter 14.16), use of  
19 criminal history in employment decisions (Chapter 14.17), wage and tip compensation  
20 requirements (Chapter 14.20), secure scheduling (Chapter 14.22), commuter benefits (Chapter  
21 14.30), transportation network company driver deactivation protections (Chapter 14.32), and  
22 other labor standards ordinances the City may enact in the future.

23 \* \* \*

1 Section 4. No provision of this ordinance shall be construed as providing any  
2 determination regarding the legal status of TNC drivers as employees or independent contractors.

3 Section 5. Section 2 of this ordinance shall take effect on July 1, 2020.

4 Section 6. This ordinance shall take effect and be in force 30 days after its approval by  
5 the Mayor, but if not approved and returned by the Mayor within ten days after presentation, it  
6 shall take effect as provided by Seattle Municipal Code Section 1.04.020.

7 Passed by the City Council the \_\_\_\_\_ day of \_\_\_\_\_, 2019,  
8 and signed by me in open session in authentication of its passage this \_\_\_\_\_ day of  
9 \_\_\_\_\_, 2019.

10 \_\_\_\_\_

11 President \_\_\_\_\_ of the City Council

12 Approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

13 \_\_\_\_\_

14 Jenny A. Durkan, Mayor

15 Filed by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

16 \_\_\_\_\_

17 Monica Martinez Simmons, City Clerk

18 (Seal)



Legislation Text

---

**File #:** CBA TNCFEE-101-A-1, **Version:** 1

---

Substitute CB 119685 vD2 for vD1a and pass as amended

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
TNCFEE	101	A	1

**Budget Action Title:** Substitute CB 119685 vD2 for vD1a and pass as amended

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Amy Gore

Council Bill or Resolution: CB 119685

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

**Budget Action Description:**

This action substitutes version D2 of Council Bill (CB) 119685, shown in Attachment 1, for version D1a. The substitute bill corrects a drafting error in the Seattle Municipal Code (SMC) by removing a \$20 affiliation change fee and associated footnote from the table found in Section 6.310.150 SMC.

This action passes CB 119685 which reduces the current Finance and Administrative Services (FAS) Licensing Fee to \$0.08 per TNC ride. Currently the fee is set at \$0.10 in the Seattle Municipal Code (SMC) 6.310.150, but the Licensing Fee was raised to \$0.14 per ride on July 1, 2016 by Director’s Rule CPU-10-2016.

This Licensing Fee reduction included in CB 119685 is based on a determination by the FAS director that the cost to administer and enforce the TNC regulations has decreased on a per ride basis due to the rapid increase in number of TNC rides. SMC 6.310.150 authorizes the FAS Director to adjust the fee based on actual costs for administration and enforcement. The fee reduction to \$0.08 per ride would go into effect on July 1, 2020.



**Attachment 1:**

**CITY OF SEATTLE**

**ORDINANCE \_\_\_\_\_**

**COUNCIL BILL \_\_\_\_\_**

..title

AN ORDINANCE relating to transportation network company fees; changing the per-ride fee amount for trips originating in Seattle; deleting obsolete provisions; and amending Section 6.310.150 of the Seattle Municipal Code.

..body

WHEREAS, the Director of the Department of Finance and Administrative Services (FAS) has reviewed the revenue from transportation network company (TNC) per-ride regulatory fees and the costs for FAS to operate, regulate, and enforce the TNC regulatory scheme; and

WHEREAS, the Director of FAS has determined that the per-ride cost should be adjusted downward to offset FAS's current and anticipated TNC operational, regulatory, and enforcement costs; and

WHEREAS, several provisions of Seattle Municipal Code Section 6.310.150 apply only to 2014-2015 and are now obsolete; NOW, THEREFORE,

**BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:**

Section 1. Section 6.310.150 of the Seattle Municipal Code, last amended by Ordinance 124524, is amended as follows:

**6.310.150 Fees**

The following nonrefundable fees shall apply:

A. ~~((Upon the effective date of this ordinance, taxicab))~~ Taxicab association, taxicab, and for-hire vehicle license and for-hire driver fees (excluding ~~((Transportation Network~~

1 ~~Company))~~ transportation network company (TNC) for-hire drivers) (~~for the 2014-2015 vehicle~~  
 2 ~~licensing year~~)) shall be:

1. Taxicab Association	
a. Annual fee	\$1,000
b. Late renewal fee	\$100
2. Taxicab or for-hire vehicle fees	
a. Annual license fee	\$500
b. Wheelchair accessible taxicab annual license fee	Waived
c. Late fee (license renewal)	\$60
d. Change of vehicle licensee:	
i. July—December	\$500
ii. January—June (half year)	\$250
iii. May 16—June 30*	
e. Replace taxicab plate	\$25
f. Special inspection fee**	\$100/hour (1/2 hour minimum)
g. Inspection rescheduling fee (non-City licensed vehicles only)	\$25
h. Taxicab change of association affiliation	\$100
i. Change of licensee corporation, limited liability company, or partnership members	\$100
j. Taximeter test (when not part of annual inspection)	\$50
( <del>k. This section 6.310.150.A.2 shall take effect and be in force retroactively as of May 1, 2014 in order to apply to all taxicab and for-hire vehicle fees for the 2014-15 vehicle licensing year July 1, 2014 through June 30, 2015.</del> )	
*No change of taxicab licensee or for-hire vehicle licensee fee is due if the transfer occurs between May 16—June 30. During this period, the change of taxicab or for-hire vehicle licensee and the annual license renewal are accomplished together and only one fee will be assessed.	
**For testing of taxicab meter or taxicab inspections provided to other municipalities.	
3. For-hire driver license fees:	
a. Annual fee	\$50
Late fee	\$15
<del>(((Add/change affiliation***</del>	<del>(\$20)))</del>
b. Replacement license	\$5
c. Other training and licensing fees (fingerprinting, ID photo, background check): Charge as determined by Director to cover costs.	

~~(((~~\*\*\*For hire drivers may only be affiliated with a maximum of three taxicab associations at any given time. This fee is only charged when the driver is affiliated with three associations and now wants to delete one association and add another.\*\*\*)))~~~~

1           B.       Transportation (~~(Network Company (TNC) License, Vehicle Endorsement)~~)  
2 ~~network company license, vehicle endorsement, and for-hire ((For Hire Driver's License Fees))~~  
3 driver's license fees shall be:

4           (~~Upon the effective date of this ordinance,~~) TNCs shall pay (~~(\$0.10)~~) \$0.08 per ride for  
5 all trips originating in Seattle to cover the estimated enforcement and regulatory costs of TNC  
6 licensing, vehicle endorsements and driver licensing. (~~After six months or any time thereafter,~~  
7 ~~the~~) The Director may adjust this per-ride fee based on the number of new TNC licenses, for-  
8 hire driver's licenses and vehicle endorsements issued, and (~~total~~) quarterly number of TNC  
9 trips originating in Seattle. (~~provided in the previous quarter, as reported pursuant to Section~~  
10 ~~6.310.540.~~) The purpose of any adjustment is to ensure that the per-ride fee covers the estimated  
11 enforcement and regulatory costs of TNC licensing, vehicle endorsements, and driver licensing.  
12 (~~Total TNC industry fees shall not exceed \$525,000 in year one. Unless the Director finds that a~~  
13 ~~TNC has not paid its proportional fees covering the cost of enforcement and regulatory costs for~~  
14 ~~the prior year, at~~) At the time of renewing the TNC license, the fees for the current TNC license,  
15 vehicle endorsements, and for-hire driver licenses shall be renewed upon approval of completed  
16 renewal applications and upon the condition that the TNC is current on the per-ride fee and  
17 continues to submit quarterly per-ride fees.

18           C.       The Director may adjust any of the fees in (~~subsection A after the ordinance's~~  
19 ~~effective date, and any of the fees in subsection B six months after the ordinance's effective~~  
20 ~~date,~~) this Section 6.310.150 following consideration of the following nonexclusive factors: the  
21 projected costs and annual budget allotted for enforcement and regulatory costs across the for-

1 hire transportation industry, the need for increased street inspection in order to reduce illegal  
2 activity, the total number of trips originating in Seattle across the for-hire transportation industry,  
3 and the administrative burden of issuing additional taxicab licenses, TNC licenses, for-hire  
4 driver's licenses, and TNC vehicle endorsements. The purpose of any adjustment is to ensure  
5 that the fees cover the Director's enforcement and regulatory costs.

1 Section 2. Section 1 of this ordinance shall take effect on July 1, 2020.

2 Section 3. This ordinance shall take effect and be in force 30 days after its approval by  
3 the Mayor, but if not approved and returned by the Mayor within ten days after presentation, it  
4 shall take effect as provided by Seattle Municipal Code Section 1.04.020.

5 Passed by the City Council the \_\_\_\_\_ day of \_\_\_\_\_, 2019,  
6 and signed by me in open session in authentication of its passage this \_\_\_\_ day of  
7 \_\_\_\_\_, 2019.

8 \_\_\_\_\_  
9 President \_\_\_\_\_ of the City Council

10 Approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

11 \_\_\_\_\_  
12 Jenny A. Durkan, Mayor

13 Filed by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

14 \_\_\_\_\_  
15 Monica Martinez Simmons, City Clerk

16 (Seal)



# SEATTLE CITY COUNCIL

600 Fourth Ave. 2nd Floor  
Seattle, WA 98104

## Legislation Text

---

**File #:** CBA TNCCMIN-103-A-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
TNCMIN	103	A	1

**Budget Action Title:** Substitute CB 119687 vD2 for D1a and pass as amended

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: Yes

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Karina Bull

Council Bill or Resolution: CB 119687

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

**Budget Action Description:**

This budget action substitutes version D2 of Council Bill (CB) 119687, shown in Attachment 1, for version D1a. The substitute bill removes one area of evaluation; adds two areas of evaluation; states an intent to consider future adjustments if state or federal law mandates elements of the minimum compensation standard; and adds a definition of "dispatch platform time."

This budget action also passes CB 119687 as amended which requires (1) Finance and Administrative Services (FAS) to complete an evaluation process to develop a minimum compensation standard for TNC drivers by March 31, 2020; and (2) the Mayor to transmit to Council future legislation to propose implementation of a minimum compensation standard by May 1, 2020.

**CITY OF SEATTLE**

**ORDINANCE \_\_\_\_\_**

**COUNCIL BILL \_\_\_\_\_**

..title

AN ORDINANCE relating to transportation network company driver labor standards;  
concerning minimum compensation standards for transportation network company  
drivers; and adding a new Chapter 14.31 to the Seattle Municipal Code.

..body

WHEREAS, the Washington Constitution provides in Article XI, Section 11 that “[a]ny county,  
city, town or township may make and enforce within its limits all such local police,  
sanitary and other regulations as are not in conflict with general laws”; and

WHEREAS, the state of Washington, in Revised Code of Washington (RCW) 46.72.001, has  
authorized political subdivisions of the state to regulate for-hire drivers and for-hire  
transportation services, which terms encompass the regulation of transportation network  
company (TNC) drivers, TNCs, and TNC services, to ensure safe and reliable TNC  
services; and

WHEREAS, TNCs provide application dispatch services that allow passengers to directly  
request the dispatch of drivers via the internet using mobile interfaces such as smartphone  
applications; and

WHEREAS, in 2018, the two largest TNCs accounted for over 24 million trips in the City; and

WHEREAS, at their peak in 2012, taxicabs in Seattle and King County provided about 5.2  
million trips; and

WHEREAS, these two companies are also major hiring entities, accounting for most of the  
31,676 TNC drivers issued permits by King County in 2018 as recorded by the King  
County Department of Licensing; and



1 WHEREAS, the City, TNC drivers, TNCs, and the public agree that TNC drivers should be  
2 compensated fairly and earn at least the equivalent of the “hourly minimum wage”  
3 established for Schedule 1 employers in Chapter 14.19 plus reasonable expenses; and

4 WHEREAS, the establishment of a minimum compensation standard better ensures that drivers  
5 can perform their services in a safe and reliable manner and thereby promotes the welfare  
6 of the people and is thus a fundamental governmental function; and

7 WHEREAS, the establishment of a minimum compensation standard for TNC drivers is a  
8 subject of vital and imminent concern to the people of this City and requires appropriate  
9 action by City Council to establish a minimum compensation standard within the City;

10 NOW, THEREFORE,

11 **BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:**

12 Section 1. Findings

13 A. In order to protect the public health, safety, and welfare, The City of Seattle is granted  
14 express authority to regulate for-hire transportation services pursuant to chapter 46.72 RCW.

15 This authority includes regulating entry, requiring a license, controlling rates, establishing safety  
16 requirements, and any other requirement to ensure safe and reliable transportation services.

17 B. In the pursuit of economic opportunity, many transportation network company (TNC)  
18 drivers are immigrants and people of color who have taken on debt or invested their savings to  
19 purchase and/or lease vehicles to provide TNC services.

20 C. Studies around the nation, including a 2018 study commissioned by the New York  
21 City Taxi and Limousine Commission (NYC TLC) entitled *An Earnings Standard for New York*  
22 *City’s App-based Drivers: Economic Analysis and Policy Assessment* and a 2018 nationwide  
23 study by the Economic Policy Institute entitled *Uber and the Labor Market: Uber Drivers’*

1 *Compensation, Wages, and the Scale of Uber and the Gig Economy* (Economic Policy Institute  
2 Study), have shown that many TNC drivers earn below the equivalent of the hourly minimum  
3 wage rate established by Chapter 14.19 of the Seattle Municipal Code for Schedule 1 employers.

4 D. A 2018 JP Morgan Chase Institute study entitled *The Online Platform Economy in*  
5 *2018* reported a decrease in TNC driver earnings nationwide between 2013 and 2017, a 2019  
6 Seattle Times report showed a decrease in the percentage of the passenger fares collected by the  
7 companies that drivers are paid, and Uber Technology, Inc.’s April 2019 Form S-1 filing with  
8 the Securities and Exchange Commission states “we aim to reduce Driver incentives to improve  
9 our financial performance.”

10 E. The TNCs represent that their business models rely on TNC drivers being classified as  
11 independent contractors and that they are exempt from minimum labor standards established by  
12 federal, state, and local law.

13 F. TNC drivers receive unpredictable income due to the high variability of the rates of  
14 compensation paid by TNCs.

15 G. The City of New York recently enacted an ordinance authorizing the NYC TLC to  
16 study and set minimum driver pay, as well as transparency and data reporting standards, and the  
17 NYC TLC promulgated rules establishing such standards.

18 H. There is a lack of localized research regarding TNC driver pay, working conditions,  
19 reasonable expenses, and work hours.

20 I. Establishing a minimum compensation standard will help ensure that the compensation  
21 that thousands of drivers who provide vital transportation services in Seattle every day receive  
22 for their services is sufficient to alleviate undue financial pressure to provide transportation in an  
23 unsafe manner by working longer hours than is safe, skipping needed breaks, or operating

1 vehicles at unsafe speeds in order to maximize the number of trips completed or to ignore  
2 maintenance necessary to the safe and reliable operation of their vehicles.

3 J. TNC drivers who have the protection of a minimum compensation standard will be  
4 more likely to remain in their positions over time, and to devote more time to their work as TNC  
5 drivers. Such experienced drivers will improve the safety and reliability of the TNC services  
6 provided by the TNCs to passengers and thus reduce safety and reliability problems created by  
7 frequent turnover in the TNC services industry.

8 Section 2. A new Chapter 14.31 is added to the Seattle Municipal Code as follows:

9 **CHAPTER 14.31 TRANSPORTATION NETWORK COMPANY DRIVERS MINIMUM**  
10 **COMPENSATION**

11 **14.31.010 Short title**

12 This Chapter 14.31 shall constitute the “Transportation Network Company Driver Minimum  
13 Compensation Ordinance” and may be cited as such.

14 **14.31.015 Declaration of policy**

15 It is declared to be the policy of the City, in the exercise of its police powers for the protection of  
16 the public health, safety, and general welfare, and for the maintenance of peace and good  
17 government, to ensure that TNC drivers can perform their services in a safe and reliable manner  
18 by establishing minimum labor standards for the benefit of TNC drivers, including, but not  
19 limited to a minimum compensation standard for TNC drivers that is comprised of at least the  
20 equivalent of the “hourly minimum wage” established for Schedule 1 employers in Chapter  
21 14.19 plus reasonable expenses.

22 **14.31.020 Definitions**

23 For the purposes of this Chapter 14.31:

1 “Agency” means the Department of Finance and Administrative Services and any  
2 division therein;

3 “Application dispatch” means technology that allows consumers to directly request  
4 dispatch of TNC drivers for trips and/or allows TNC drivers or TNCs to accept trip requests and  
5 payments for trips via the internet using mobile interfaces such as, but not limited to, smartphone  
6 and tablet applications;

7 “Available platform time” means the time a TNC driver is logged in to the driver  
8 platform prior to receiving a trip request from a TNC;

9 “City” means the City of Seattle;

10 “Compensation” means payment owed to a TNC driver by reason of providing TNC  
11 services;

12 “Director” means the Director of the Department of Finance and Administrative Services;

13 “Dispatch platform time” means the time a TNC driver spends traveling from dispatch  
14 location to passenger pick-up location. Dispatch platform time ends when a passenger cancels a  
15 trip, fails to appear for a trip, or enters the TNC driver’s vehicle;

16 “Driver platform” means the driver-facing application dispatch system software or any  
17 online-enabled application service, website, or system, used by a TNC driver, that enables the  
18 prearrangement of passenger trips for compensation;

19 “Operating in Seattle” means, with respect to a TNC, providing application dispatch  
20 services to any affiliated driver at any time for the transport of any passenger for compensation  
21 from or to a point within the geographical confines of the City;

22 “Passenger platform time” means the period of time commencing when a passenger  
23 enters the TNC driver’s vehicle until the time when the passenger exits the TNC driver’s vehicle;

1           “Reasonable expenses” means (1) the per mile cost of operating a vehicle for purposes of  
2 providing TNC services as determined by the Agency’s evaluation pursuant to Section 14.31.060  
3 and (2) the non-mileage expenses incurred by TNC drivers to provide TNC services as  
4 determined by the Agency’s evaluation pursuant to Section 14.31.060, which may include, but  
5 are not limited to:

- 6                   1. The amount of employer-side payroll taxes that TNC drivers must pay;
- 7                   2. Business license fees that TNC drivers must pay;
- 8                   3. Compensation for meal periods and rest breaks;
- 9                   4. Compensation for paid sick and safe time;
- 10                  5. Cost of worker’s compensation insurance;
- 11                  6. Cost of unemployment insurance;
- 12                  7. Cost of paid family medical leave insurance; and
- 13                  8. Cost of medical, dental, and vision insurance;

14           “TNC services” means services related to the transportation of passengers that are  
15 provided by a TNC driver while logged in to the driver platform, including services provided  
16 during available platform time, dispatch platform time, and passenger platform time;

17           “Transportation network company” or “TNC” means an organization whether a  
18 corporation, partnership, sole proprietor, or other form, licensed or required to be licensed under  
19 Chapter 6.310, operating in Seattle that offers prearranged transportation services for  
20 compensation using an online-enabled application or platform, such as an application dispatch  
21 system, to connect passengers with drivers using a “transportation network company (TNC)  
22 endorsed vehicle,” as defined in Chapter 6.310;

1 “Transportation network company driver” or “TNC driver” means a licensed for-hire  
2 driver, as defined in Chapter 6.310, affiliated with and accepting trips from a licensed  
3 transportation network company;

4 “TNC dispatched trip” or “trip” means the dispatch of a TNC driver to provide  
5 transportation to a passenger in a TNC endorsed vehicle through the use of a TNC’s application  
6 dispatch system.

7 **14.31.030 TNC driver coverage**

8 A TNC driver is covered by this Chapter 14.31 if the TNC driver provides TNC services within  
9 the geographic boundaries of the City for a TNC covered by this Chapter 14.31.

10 **14.31.040 TNC coverage**

11 A. TNCs that report greater than 1,000,000 trips that originate in the City per the most  
12 recent quarterly report under Section 6.310.540 are covered under this Chapter 14.31.

13 B. Separate entities that form an integrated enterprise shall be considered a single TNC  
14 under this Chapter 14.31. Separate entities will be considered an integrated enterprise and a  
15 single TNC under this Chapter 14.31 where a separate entity controls the operation of another  
16 entity. The factors to consider include, but are not limited to:

- 17 1. Degree of interrelation between the operations of multiple entities;
- 18 2. Degree to which the entities share common management;
- 19 3. Centralized control of labor relations; and
- 20 4. Degree of common ownership or financial control over the entities.

21 **14.31.050 Minimum compensation**

22 Following the completion of the evaluation by the Agency required in subsection 14.31.060.A  
23 and upon the effective date of the ordinance referenced in 14.31.060.E, TNCs shall pay TNC

1 drivers a minimum compensation standard that is comprised of at least the equivalent of the  
2 “hourly minimum wage” established for Schedule 1 employers in Chapter 14.19 plus reasonable  
3 expenses.

4 **14.31.060 Evaluation of TNC driver minimum compensation**

5 A. The Agency, in coordination with the Office of Labor Standards, shall conduct an  
6 evaluation to determine a minimum compensation standard for TNC drivers that is comprised of  
7 at least the equivalent of the “hourly minimum wage” established for Schedule 1 employers in  
8 Chapter 14.19 plus reasonable expenses. The Agency is authorized to consider a minimum  
9 compensation standard that provides compensation for available platform time, dispatch platform  
10 time, passenger platform time, and reasonable expenses.

11 B. In conducting its evaluation, the Agency shall consider the best available sources of  
12 data, which may include, but are not limited to: TNC driver surveys or interviews, data provided  
13 by TNCs, data provided by TNC drivers, data provided by passengers, data from other  
14 jurisdictions, data available through academic, policy, or community based organizations, public  
15 forums, academic research, and stakeholder interviews. The Agency shall coordinate with the  
16 Office of Labor Standards to determine the best available sources of data as well as to conduct  
17 outreach with and elicit input from relevant stakeholders. Areas of evaluation may include, but  
18 are not limited to:

- 19 1. The “hourly minimum wage” established for Schedule 1 employers in Chapter  
20 14.19;
- 21 2. The number of TNC drivers who provide TNC services for more than one TNC  
22 and the frequency with which TNC drivers are available to provide TNC services for more than  
23 one TNC at the same time;

3. The average and mean number of trips per hour driven by TNC drivers;

4. The average and mean number of pick-ups per hour completed by TNC drivers;

5. The average and mean amount of available platform time, dispatch platform time, and passenger platform time for TNC drivers;

6. The average and mean mileage driven by TNC drivers during available platform time, dispatch platform time, and passenger platform;

~~7. The average and mean mileage driven by TNC drivers in a TNC endorsed vehicle for personal purposes;~~

~~8-7.~~ The average and mean number of hours driven by TNC drivers each week;

~~9-8.~~ Incentives for TNCs to reduce available platform time;

~~10-9.~~ The impact of TNC drivers providing shared or pooled trips on TNC driver earnings, work hours, or working conditions under any proposed minimum compensation standard;

~~11-10.~~ The reasonable expenses incurred by TNC drivers to provide TNC services, including non-mileage expenses and mileage expenses. Mileage expenses may include, but are not limited to:

a. Depreciation;

b. Lease payments;

c. Maintenance and repairs;

d. Tires;

e. Gasoline (including all taxes thereon);

f. Oil;

g. Insurance; and



1 h. License and vehicle registration fees; ~~and~~

2 ~~12-11.~~ The impacts of any proposed minimum compensation standard on TNCs,  
3 TNC passengers, and TNC drivers, including TNC driver earnings and work hours;

4 12. The average and mean percentage of the passenger price that is retained by  
5 TNCs on each trip, as compared to the percentage of passenger price that is retained by TNC  
6 drivers on each trip; and

7 13. Access to benefits, such as medical, disability, and life insurance, retirement  
8 benefits, paid leave, and other benefits for TNC drivers.

9 C. In conjunction with its evaluation, the Agency, in coordination with the Office of  
10 Labor Standards, is authorized to contract with academic and/or policy researchers to conduct an  
11 evaluation to recommend a minimum compensation standard for TNC drivers that is comprised  
12 of at least the equivalent of the “hourly minimum wage” established for Schedule 1 employers in  
13 Chapter 14.19 plus reasonable expenses.

14 D. The Agency shall complete its evaluation and, along with the Office of Labor  
15 Standards, present its recommendations to the Mayor and Council by March 31, 2020.

16 E. After receipt of the Agency’s recommendation, the Mayor shall transmit to Council  
17 proposed legislation implementing a minimum compensation standard for TNC drivers no later  
18 than May 1, 2020.

19 F. If elements of the minimum compensation standard, considered and adopted by the  
20 Council, are mandated for a TNC driver through federal or state law, or other applicable City  
21 policy, the City intends to consider adjustments to the minimum compensation standard.

22 **14.31.250 Severability**

1 The provisions of this Chapter 14.31 are declared to be separate and severable. If any clause,  
2 sentence, paragraph, subdivision, section, subsection, or portion of this Chapter 14.31, or the  
3 application thereof to any TNC, TNC driver, or circumstance, is held to be invalid, it shall not  
4 affect the validity of the remainder of this Chapter 14.31, or the validity of its application to  
5 other persons or circumstances.

6 \* \* \*

7 Section 3. No provision of this ordinance shall be construed as providing any  
8 determination regarding the legal status of TNC drivers as employees or independent contractors.

9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23

1 Section 4. This ordinance shall take effect and be in force 30 days after its approval by  
2 the Mayor, but if not approved and returned by the Mayor within ten days after presentation, it  
3 shall take effect as provided by Seattle Municipal Code Section 1.04.020.

4 Passed by the City Council the \_\_\_\_\_ day of \_\_\_\_\_, 2019,  
5 and signed by me in open session in authentication of its passage this \_\_\_\_\_ day of  
6 \_\_\_\_\_, 2019.

7 \_\_\_\_\_  
8 President \_\_\_\_\_ of the City Council

9 Approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

10 \_\_\_\_\_  
11 Jenny A. Durkan, Mayor

12 Filed by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

13 \_\_\_\_\_  
14 Monica Martinez Simmons, City Clerk

15 (Seal)



# SEATTLE CITY COUNCIL

600 Fourth Ave. 2nd Floor  
Seattle, WA 98104

## Legislation Text

---

**File #:** SLI TNCSPN-103-B-1, **Version:** 1

---

# 2020 Seattle City Council Statement of Legislative Intent

Agenda

Tab	Action	Option	Version
TNCSPN	103	B	1

**Budget Action Title:** Request that FAS and SDOT report on the feasibility of a Transportation Assistance Voucher Program

Ongoing: No Has Attachment: No

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Amy Gore

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

**Statement of Legislative Intent:**

This Statement of Legislative Intent (SLI) requests that Finance and Administrative Services (FAS) and Seattle Department of Transportation (SDOT) provide a report to the Governance, Equity & Technology Committee (or successor committee) on the feasibility of a City of Seattle Transportation Assistance Voucher Program to be funded by Transportation Network Company (TNC) Tax revenues. This report will be due on or before March 31, 2020.

The program would provide vouchers to persons with limited mobility, seniors and/or low-income households to be used on transportation services provided by City of Seattle for-hire licensed operators. The intent is that the report requested in this SLI will be the basis of a new Seattle Transportation Assistance Voucher Program that would be created by Council in 2020 and funded with TNC tax revenues each year. The report should also explore the option of leveraging funding through partnerships with existing programs.

To effectuate this change, Council should also pass Council Budget Action (CBA) TNCSPN-106-B-1 which adds the Transportation Assistance Voucher Program to the list of eligible uses of TNC tax revenues in Resolution 31914; pass CBA TNCTAX 103-B-1, which adds the Transportation Assistance Voucher Program to the list of intended uses of the TNC tax revenues in Council Bill 119684; and pass CBA TNCSPN-104-B-1, which imposes a proviso on \$500,000 of finance general appropriations.

**Responsible Council Committee(s):**

Governance, Equity & Technology

**Date Due to Council:** March 31, 2020



Legislation Text

---

**File #:** CBA TNCSPN-104-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
TNCSPN	104	B	1

**Budget Action Title:** Impose a proviso on Finance General Reserves related to a Transportation Assistance Voucher Program

Ongoing: No Has Budget Proviso: Yes

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Amy Gore

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

**Budget Action Description:**

This Council Budget Action imposes a proviso on \$500,000 of 2020 appropriations to Finance General Reserves from Transportation Network Companies (TNC) Tax revenues. Council intends to create a new Transportation Assistance Voucher Program or support similar regional programs after reviewing the report requested in Statement of Legislative Intent TNCSPN 103-B-1. The Transportation Assistance Voucher Program would provide vouchers to persons with limited mobility, seniors, and/or low-income households; vouchers would be used on transportation services provided by for-hire licensed operators in the City of Seattle.

In particular, this Council Budget Action imposes the following proviso:

“Of the appropriation in the 2020 budget for Finance General Reserves, \$500,000 is appropriated solely for a Transportation Assistance Voucher Program and may be used for no other purpose until authorized by a future ordinance. Council anticipates that such authority will not be granted until the Department of Finance and Administrative Services provides a response to Statement of Legislative Intent TNCSPN-103-B-1.”

To effectuate this change, Council should also pass CBA TNCSPN-106-B-1 which adds the Transportation Assistance Voucher Program to the list of eligible uses of TNC tax revenues in Resolution 31914; pass CBA TNCSPN-103-A-1, which creates a SLI requesting that the Department of Finance and Administrative Services develop the program; and pass CBA TNCTAX 103-B-1, which adds the Transportation Assistance Voucher Program to the list of intended uses of the TNC tax revenues in Council Bill 119684.



# SEATTLE CITY COUNCIL

600 Fourth Ave. 2nd Floor  
Seattle, WA 98104

## Legislation Text

---

**File #:** CBA TNCSPN-106-B-1, **Version:** 1

---



# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
TNCSPN	106	B	1

**Budget Action Title:** Substitute Resolution 31914 vD3 for vD1d and adopt Resolution 31914

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: Yes

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Amy Gore

Council Bill or Resolution: Res 31914

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

**Budget Action Description:**

This action substitutes version D3 of RES 31914, shown in Attachment 1, for version D1d. The substitute resolution:

- (1) makes clarifying and technical corrections;
- (2) allows for an increase in appropriations for the Driver Resolution Center and costs related to administering driver protections if the cost of those uses increases;
- (3) amends the target incomes for rental affordable housing funded with Transportation Network Company (TNC) tax revenues; and
- (4) amends Section 1 of the bill so that the list of specified transportation and transit investments that are eligible to be funded with TNC tax revenues includes the Center City Streetcar Connector, the purchase of transit service, additional support for the Sound Transit West Seattle and Ballard Link Extension, and a transportation assistance voucher program;

This action adopts Resolution 31914 as amended. The non-binding resolution outlines the proposed spending plan for TNC tax revenues. It includes four eligible expenditures: (1) funding the administration of the TNC tax and regulations, (2) a driver resolution center and costs related to administering driver protections, (3) housing affordable to households to be located near frequent transit service, and (4) projects related to transportation and transit, as described above.

The TNC tax would generate approximately \$8.9 million in 2020. Based on the spending plan in Resolution 31914, \$1.5 million would be appropriated to FAS to set up the tax, \$250,000 would go to FAS to establish a new Driver Resource Center and \$3.5 million would be used for affordable housing near transit and \$3.5 million would be spent on transportation and transit.

# 2020 Seattle City Council Budget Action

## Agenda

Tab	Action	Option	Version
TNCSPN	106	B	1

In the 2020 Proposed Budget, \$1.5 million of TNC tax revenue is appropriated to Finance and Administrative Services; the remaining \$7.3 million in revenue is in Finance General Reserves to be appropriated through a separate ordinance to SDOT, OH, OLS and FAS as described in the spending plan in Resolution 31914. The Chair's Balancing Package transfers \$2.7 million of 2020 TNC tax revenues from Finance General Reserves to SDOT to fund transportation projects, including Fortson Square, Market to MOHAI, and the redesign of Thomas Street.

Attachment 1:

**CITY OF SEATTLE**

**RESOLUTION \_\_\_\_\_**

..title

A RESOLUTION adopting a spending plan for the proceeds of the Seattle Transportation Network Company tax to provide support to affordable housing near frequent transit, transportation, and a driver conflict resolution center.

..body

WHEREAS, Seattle is one of the fastest-growing major cities in the country, gaining 100,000 new residents and more than 50,000 jobs in the last 20 years, and this growth is a boon to our economy and ~~a test~~creates greater demand for our transportation system; and

WHEREAS, Seattle families' transportation-related spending is second only to their spending on housing, and a well-functioning transportation system that provides many alternatives to the expense of car ownership makes living and working in Seattle more affordable; and

WHEREAS, public transit provides affordable and critical transportation services to all consumers; and

WHEREAS, the Seattle streetcar network has seen an increase in ridership of 18 percent in 2018, totaling a combined system-wide ridership of 1,673,000 riders; and

WHEREAS, the Center City ~~Connector~~ Streetcar Connector line will provide a critical link in the Seattle streetcar network, connecting residents and visitors to regional bus lines, ferries at Coleman Docks, and light rail connections; and

WHEREAS, existing sources of funding for affordable housing are insufficient to meet the needs of all individuals and families experiencing a housing cost burden; and

WHEREAS, investments in affordable housing provide access to opportunity for low-wage workers and their families, increase mobility from poverty, and foster inclusive communities accessible to all; and

1 WHEREAS, individuals and families making in the range of \$15 to \$25 per hour are especially  
2 dependent on transit for commuting to centrally located destinations such as their jobs,  
3 schools, grocery stores, libraries, and clinics; and

4 WHEREAS, co-locating affordable housing investments near transit infrastructure amplifies  
5 investments' capacity to simultaneously address Seattle's mobility and affordability  
6 challenges; and

7 WHEREAS, transportation network companies (TNCs) provide application dispatch services  
8 that allow passengers to directly request the dispatch of drivers via the internet using  
9 mobile interfaces such as smartphone applications; and

10 WHEREAS, TNCs are major hiring entities, with 31,676 TNC drivers issued permits by King  
11 County in 2018 as recorded by the King County Department of Licensing; and

12 WHEREAS, in the pursuit of economic opportunity, many TNC drivers are immigrants and  
13 people of color who have taken on debt or invested their savings to purchase and/or lease  
14 vehicles and for-hire licenses; and

15 WHEREAS, TNC drivers who have access to a driver conflict resolution center for education  
16 and representation in cases such as unwarranted deactivation will be more likely to  
17 remain in their positions over time, and such experienced drivers will improve the safety  
18 and reliability of the TNC services provided to passengers and thus reduce the safety and  
19 reliability problems created by frequent turnover in the TNC industry; and

20 WHEREAS, research shows TNCs contribute to growing traffic congestion in large U.S. cities;  
21 and

22 WHEREAS, over 24 million TNC trips were taken in Seattle in 2018, showing consistent growth  
23 year over year; and

1 WHEREAS, The City of Seattle intends to exercise its taxing authority, as granted by the  
2 Washington State Constitution and as authorized by the Washington State Legislature,  
3 and impose a tax on TNCs operating in Seattle; and

4 WHEREAS, Mayor Durkan has proposed further investments in affordable housing near transit,  
5 transportation, and a driver conflict resolution center using proceeds from a tax on TNC  
6 companies providing 1,000,000 rides per quarter or more on a per-ride basis; and

7 WHEREAS, the purpose of this plan is to effectuate Seattle's vision to provide housing and  
8 transit opportunities for all, and support drivers in the TNC community by bringing  
9 educational tools and representation that is afforded to other sectors;

10 NOW, THEREFORE,

11 **BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SEATTLE, THE**  
12 **MAYOR CONCURRING, THAT:**

13 Section 1. **Spending Plan.** The City shall use the proceeds of the transportation network  
14 company (TNC) tax imposed by Chapter 5.39 of the Seattle Municipal Code to accelerate  
15 affordable housing production for low-wage workers and their families at locations that are  
16 within the frequent transit network, make investments in transportation, including transit, and  
17 provide for workplace protections. Eligible expenditures include:

18 A. Funding of the administration of the TNC tax and regulations related to TNC  
19 drivers up to \$2,000,000 in the first year and up to \$1,500,000 in the second, third, and fourth  
20 years. ~~for the second year and each year after up to \$1,500,000.~~ Beginning in year five, this  
21 amount may increase each year, subject to appropriations, to reflect ~~the rate of inflation,~~  
22 ~~consistent with the Consumer Price Index~~ the cost of administrating the TNC tax and regulations,  
23 ~~and subject to appropriations.~~

1           B.       Up to \$3,500,000 per year shall fund a Driver Resolution Center to provide driver  
2 resolution services and costs related to administering driver protections. Beginning in year five,  
3 this amount may increase each year, subject to appropriations, to reflect the cost of operating a  
4 Driver Resolution Center and costs related to administering driver protections.

5           C.       After administrative costs related to the tax and regulations of TNC drivers, as  
6 described in subsection A of this section, and after funding the Driver Resolution Center and  
7 other driver protections as described in subsection B of this section, up to 50 percent of revenue  
8 from the tax over its first six full years shall be used to finance acquisition, construction,  
9 rehabilitation, operations, and maintenance of property to provide housing that serves low-  
10 income households and provide for the housing needs of low-income households within the  
11 frequent transit network, as defined by the Seattle Department of Transportation’s Transit Master  
12 Plan. The low-income housing funded hereby should serve renter households making up to 60  
13 percent of the annual median family income and owner households making up to 80 percent of  
14 the annual median family income for the statistical area or division thereof including Seattle, for  
15 which median family income is published from time to time by the U.S. Department of Housing  
16 and Urban Development, or successor agency, with adjustments according to household size in a  
17 manner determined by the Director of Housing. Beginning in the seventh full year after adoption  
18 of this tax, up to \$5,000,000 (in 2020 dollars, indexed to reflect the rate of inflation) per year  
19 shall be used to provide operating support for Office of Housing (OH)–funded housing  
20 affordable to households with incomes at or below 30 percent of the median family income.

21           D.       After administrative costs related to the tax and regulations of TNC drivers as  
22 described in subsection A of this section, and after funding the Driver Resolution Center and  
23 other driver protections as described in subsection B of this section, and after the funding for

1 affordable housing as described in subsection C of this section, the remainder of revenue  
2 collected in the first six full years that the tax is imposed shall be used to support projects related  
3 to transportation and transit, including but not limited to, the Center City Streetcar Connector,  
4 the purchase of transit service, additional support for the Sound Transit West Seattle and Ballard  
5 Link Extensions, a transportation assistance voucher program, as appropriated. Beginning in the  
6 seventh full year after adoption of this tax, after the administrative costs, funding the Driver  
7 Resolution Center, and after up to \$5,000,000 (in 2020 dollars, indexed to reflect the rate of  
8 inflation) used to support for OH-funded housing affordable to households with incomes at or  
9 below 30 percent of the median family income per year, the remainder of the net proceeds shall  
10 be used to support projects related to transportation improvements and transit.

11           Section 2. Every year, or at such other intervals as the City Council may specify, the  
12 Executive shall prepare a report to include total revenue collected per year and the cost of  
13 administration of the tax and regulatory oversight related to the TNC tax.

14           Section 3. Accountability and Oversight Committees. For the purpose of overseeing the  
15 funding for low-income housing with access to the frequent transit network, the Housing Levy  
16 Oversight Committee shall provide a report to the City Council as to the progress of funding  
17 received from the TNC tax. The Director of the Office of Housing, or the Director's designee,  
18 will prepare and submit to the Oversight Committee, City Council, and Mayor an annual  
19 progress report on the implementation of funds from the TNC tax.

20           For the purpose of overseeing the spending of tax proceeds related to transportation  
21 improvements, the Levy to Move Seattle Oversight Committee (or its successor) shall oversee  
22 and monitor the progress of funding received from the tax. The Director of the Department of  
23 Transportation, or assigned designee, will prepare and submit to the Oversight Committee, City

1 Council, and Mayor an annual report on the implementation of programs receiving funding from  
2 the tax.

3 Adopted by the City Council the \_\_\_\_\_ day of \_\_\_\_\_, 2019,  
4 and signed by me in open session in authentication of its adoption this \_\_\_\_\_ day of  
5 \_\_\_\_\_, 2019.

6 \_\_\_\_\_  
7 President \_\_\_\_\_ of the City Council

8 The Mayor concurred the \_\_\_\_\_ day of \_\_\_\_\_, 2019.

9 \_\_\_\_\_  
10 Jenny A. Durkan

11 Filed by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

12 \_\_\_\_\_  
13 Monica Martinez Simmons, City Clerk

14 (Seal)





# SEATTLE CITY COUNCIL

600 Fourth Ave. 2nd Floor  
Seattle, WA 98104

## Legislation Text

---

**File #:** CBA TNCTAX-103-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
TNCTAX	103	B	1

**Budget Action Title:** Substitute CB 119684 vD4 for vD2e and pass

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: Yes

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Amy Gore

Council Bill or Resolution: CB 119684

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

**Budget Action Description:**

This action substitutes version D4 of Council Bill (CB) 119684, shown in Attachment 1, for version D2e. The substitute bill:

- (1) Makes clarifying and technical corrections;
- (2) Removes the supplemental tax of six cents and increases the base Transportation Network Company (TNC) tax by six cents;
- (3) Amends Section 12 of the bill so that the list of specified transportation and transit investments that are intended to be funded with TNC tax revenues includes the Center City Streetcar Connector, the purchase of transit service, additional support for the Sound Transit West Seattle and Ballard Link Extension, and a transportation assistance voucher program; and
- (4) Adds a new section to the bill to clarify that the TNC tax revenues appropriated to the Seattle Department of Transportation (SDOT) are not counted as part of the "Minimal Annual GSF Appropriation" as required in Section 5 of Ordinance 124796.

This action also passes CB 119684 which creates a \$0.57 per ride tax for TNC trips originating anywhere within the City of Seattle operated by TNC companies that provided at least one million rides in the preceding quarter. The tax will go into effect on July 1, 2020; revenues are anticipated beginning in October 2020. Based on the estimated number of rides, a tax rate of \$0.57, and a July 1, 2020 effective date, the proposed tax would generate an estimated \$8.9 million in 2020.

In the 2020 Proposed Budget, \$1.5 million of TNC tax revenue is appropriated to Finance and Administrative Services; the remaining \$7.3 million in revenue is in Finance General Reserves to be appropriated through a separate ordinance to SDOT, OH, OLS and FAS as described in the spending plan in Resolution 31914. The Chair's Balancing Package transfers \$2.7 million of 2020 TNC tax revenues from Finance General Reserves to SDOT to fund transportation projects, including Fortson Square, Market to

# 2020 Seattle City Council Budget Action

## Agenda

Tab	Action	Option	Version
TNCTAX	103	B	1

MOHAI, and the redesign of Thomas Street.

The legislation also amends several sections of Seattle Municipal Code (SMC) 5.55 to add the proposed TNC tax to existing general administrative provisions of the SMC, such as records preservation, rulemaking, and applicable violations and penalties, so that these provisions would also apply to the TNC tax.

**Attachment 1:**

**CITY OF SEATTLE**

**ORDINANCE \_\_\_\_\_**

**COUNCIL BILL \_\_\_\_\_**

..title

AN ORDINANCE relating to taxation; imposing a tax on transportation network companies; adding a new Chapter 5.39 to the Seattle Municipal Code; and amending Sections 5.30.010, 5.30.060, 5.55.010, 5.55.040, 5.55.060, 5.55.150, 5.55.165, 5.55.220, and 5.55.230 of the Seattle Municipal Code.

..body

WHEREAS, transportation network companies (TNCs) provide application dispatch services that allow passengers to directly request the dispatch of drivers via the internet using mobile interfaces such as smartphone applications; and

WHEREAS, over 24 million TNC trips were taken in Seattle in 2018; and

WHEREAS, the Mayor and City Council seek to invest in affordable housing near transit, transportation and transit investments including the Center City ~~Connector~~ Streetcar Connector, and a driver conflict resolution center using proceeds from a tax on TNC companies providing 1,000,000 rides per quarter or more on a per-ride basis; and

WHEREAS, the Director of Finance and Administrative Services (FAS) assesses a per-ride regulatory fee for the costs to FAS of operating and enforcing the TNC regulatory scheme; and

WHEREAS, as of the date of submitting this ordinance to establish a tax on TNC rides, the fee to regulate TNCs was \$0.14; and

WHEREAS, ~~The~~the City of Seattle intends to exercise its taxing authority, as granted by the Washington State Constitution and as authorized by the Washington State Legislature, and impose a tax on TNCs operating in Seattle; NOW, THEREFORE,

1 **BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:**

2 Section 1. A new Chapter 5.39 is added to the Seattle Municipal Code as follows:

3 **Chapter 5.39 TRANSPORTATION NETWORK COMPANY TAX**

4 **5.39.010 Administrative provisions**

5 All provisions contained in Chapter 5.55 shall have full force and application with respect to  
6 taxes imposed under this Chapter 5.39 except as may be expressly stated to the contrary herein.

7 **5.39.020 Definitions**

8 The definitions contained in Chapter 5.30 shall be fully applicable to this Chapter 5.39 except as  
9 may be expressly stated to the contrary herein. The following additional definitions shall apply  
10 throughout this Chapter 5.39:

11 “Application dispatch” means technology that allows consumers to directly request  
12 dispatch of drivers for trips and/or allows drivers or TNCs to accept payments for trips via the  
13 internet using mobile interfaces such as, but not limited to, smartphone and tablet applications.

14 “For-hire vehicle” has the same meaning as given in Section 6.310.110.

15 “Motor vehicle” has the same meaning as given in Section 6.310.110.

16 “Operating in Seattle” means, with respect to a TNC, providing application dispatch  
17 services to any affiliated driver at any time for the transport of any passenger for compensation  
18 from a point within the geographical confines of Seattle.

19 “Personal vehicle” means a motor vehicle that is not a taxicab or for-hire vehicle, that is  
20 subject to regulation under Chapter 6.310, and that is used by a driver to provide trips arranged  
21 through a TNC application dispatch system.

22 “Taxicab” has the same meaning given in Section 6.310.110.

23 “TNC” means a transportation network company.

1 “TNC dispatched trip” or “trip” means the provision of transportation by a transportation  
2 network company driver to a passenger in a TNC vehicle through the use of a TNC’s application  
3 dispatch system. The term “TNC dispatched trip” does not include transportation provided by  
4 taxicabs or for-hire vehicles:

5 “TNC driver” or “driver” means a driver, licensed or required to be licensed under  
6 Chapter 6.310, affiliated with, and accepting dispatched trips from, a TNC.

7 “TNC vehicle” means a personal motor vehicle used for the transportation of passengers  
8 for compensation that is affiliated with a TNC.

9 “Transportation network company” means a person, licensed or required to be licensed  
10 under Chapter 6.310, operating in Seattle that offers prearranged transportation services for  
11 compensation using an online-enabled application or platform to connect passengers with drivers  
12 using their personal vehicles.

13 “Trip that originates in Seattle” means a TNC dispatched trip where a passenger enters a  
14 TNC vehicle within Seattle city limits.

### 15 **5.39.030 Tax imposed—Rates**

16 ~~A.~~ There is imposed a tax on every TNC operating in Seattle. The amount of the tax  
17 due shall be ~~the tax rate under subsection 5.39.030.B~~ \$0.57 per trip that originates in Seattle.

18 ~~B.~~ ~~The tax rate shall be:~~

19 ~~1. Fifty-one seven57-cents per trip; and~~

20 ~~2. In addition to the tax rate per trip imposed under subsection 5.39.030.B.1,~~  
21 ~~the taxpayer shall pay a supplemental rate per trip in an amount to be set by the Director. For the~~  
22 ~~period from July 1, 2020, through December 31, 2020, the Director shall set the supplemental~~  
23 ~~rate under this subsection 5.39.030.B.2 at an amount equal to \$0.14 minus the total fees per ride~~

~~imposed under subsection 6.310.150.B. If the total fees per ride imposed under subsection 6.310.150.B exceed \$0.14, then the supplemental rate shall be zero. For the period after December 31, 2020, the Director shall set the supplemental rate under this subsection 5.39.030.B.2 at \$0.06.~~

#### **5.39.040 Deductions**

A taxpayer may deduct from the measure of the tax any trip that originates in Seattle and terminates outside the state of Washington.

#### **5.39.050 Tax threshold**

No tax shall be due under Section 5.39.030 from a TNC that reports fewer than 1,000,000 trips that originate in Seattle in the prior calendar quarter. Any TNC below this threshold shall complete and file a return and declare no tax due on the return. The TNC shall enter on the tax return the number of trips originating in Seattle even though no tax may be due.

#### **5.39.060 Transportation network company tax—When due**

The tax imposed by this Chapter 5.39 shall be due and payable in accordance with Section 5.55.040. The transportation network company tax shall be due and payable in quarterly installments. The Director may use discretion to assign businesses to a monthly or annual reporting period. Forms for such filings shall be prescribed by the Director. Persons discontinuing their business activities in Seattle shall report and pay the transportation network company tax at the same time as they file their final business license tax return.

#### **5.39.070 Excise tax in addition to other license fees and taxes—Part of operating overhead**

A. The tax imposed by Chapter 5.39 is a general excise tax on the privilege of conducting certain business within Seattle and shall be in addition to any license fee or tax

1 imposed or levied under any other law, statute, or ordinance whether imposed or levied by the  
2 City, state, or other governmental entity or political subdivision.

3 B. It is not the intention of this Chapter 5.39 that the tax imposed herein be construed  
4 as a tax upon the purchasers or customer, but that tax shall be levied upon, and collectible from,  
5 the person engaging in the business activities herein designated and that such tax shall constitute  
6 a part of the operating overhead or cost of doing business of such persons.

7 **5.39.080 Transportation network company tax—Constitutional limitation**

8 Notwithstanding anything to the contrary in this Chapter 5.39, if imposition of the tax under this  
9 Chapter 5.39 would place an undue burden upon interstate commerce or violate constitutional  
10 requirements, a taxpayer shall be allowed a credit to the extent necessary to preserve the validity  
11 of the tax, and still apply the tax to as much of the taxpayer’s activities as may be subject to the  
12 City’s taxing authority.

13 Section 2. Section 5.30.010 of the Seattle Municipal Code, last amended by Ordinance  
14 125324, is amended as follows:

15 **5.30.010 Definition provisions**

16 The definitions contained in this Chapter 5.30 shall apply to the following chapters of the Seattle  
17 Municipal Code: Chapters 5.32 (Amusement Devices), 5.35 (Commercial Parking Tax), 5.39  
18 (Transportation Network Company Tax), 5.40 (Admission Tax), 5.45 (Business License Tax),  
19 5.46 (Square Footage Tax), 5.48 (Business Tax—Utilities), 5.50 (Firearms and Ammunition  
20 Tax), 5.52 (Gambling Tax), 5.53 (Sweetened Beverage Tax), and 5.55 (General Administrative  
21 Provisions) unless expressly provided for otherwise therein, and shall also apply to other  
22 chapters and sections of the Seattle Municipal Code in the manner and to the extent expressly



1 indicated in each chapter or section. Words in the singular number shall include the plural and  
2 the plural shall include the singular. Words in one gender shall include ~~((the))~~ all other genders.

3 Section 3. Subsection 5.30.060.C of the Seattle Municipal Code, which section was last  
4 amended by Ordinance 125324, is amended as follows:

5 **5.30.060 Definitions, T—Z**

6 \* \* \*

7 C. “Taxpayer” means any “person,” as herein defined, required by Chapter 5.55 to  
8 have a business license tax certificate, or liable for any license, tax, or fee, or for the collection of  
9 any tax or fee, under Chapters 5.32 (Revenue Code), 5.35 (Commercial Parking Tax), 5.39  
10 (Transportation Network Company Tax), 5.40 (Admission Tax), 5.45 (Business License Tax),  
11 5.46 (Square Footage Tax), 5.48 (Business Tax—Utilities), 5.50 (Firearms and Ammunition  
12 Tax), 5.52 (Gambling Tax), and 5.53 (Sweetened Beverage Tax), or who engages in any  
13 business or who performs any act for which a tax or fee is imposed under those chapters.

14 \* \* \*

15 Section 4. Section 5.55.010 of the Seattle Municipal Code, last amended by Ordinance  
16 125324, is amended as follows:

17 **5.55.010 Application of chapter stated**

18 Unless expressly stated to the contrary in each chapter, the provisions of this Chapter 5.55 shall  
19 apply with respect to the licenses and taxes imposed under this Chapter 5.55 and Chapters 5.32  
20 (Amusement Devices), 5.35 (Commercial Parking Tax), ~~((5.37 (Employee Hours Taxes),))~~ 5.39  
21 (Transportation Network Company Tax), 5.40 (Admission Tax), 5.45 (Business License Tax),  
22 5.46 (Square Footage Tax), 5.48 (Business Tax—Utilities), 5.50 (Firearms and Ammunition

1 Tax), 5.52 (Gambling Tax), 5.53 (Sweetened Beverage Tax), and under other titles, chapters, and  
2 sections in such manner and to such extent as indicated in each such title, chapter, or section.

3 Section 5. Subsection 5.55.040.A of the Seattle Municipal Code, which section was last  
4 amended by Ordinance 125324, is amended as follows:

5 **5.55.040 When due and payable—Reporting periods—Monthly, quarterly, and annual**  
6 **returns—Threshold provisions—Computing time periods—Failure to file returns**

7 A. Other than any annual license fee or registration fee assessed under this Chapter  
8 5.55, the taxes imposed by Chapters 5.32 (Amusement Devices), 5.35 (Commercial Parking  
9 Tax), 5.39 (Transportation Network Company Tax), 5.40 (Admission Tax), 5.45 (Business  
10 License Tax), 5.46 (Square Footage Tax), 5.48 (Business Tax—Utilities), 5.50 (Firearms and  
11 Ammunition Tax), 5.52 (Gambling Tax), and 5.53 (Sweetened Beverage Tax) shall be due and  
12 payable in quarterly installments. The Director may use discretion to assign businesses to a  
13 monthly or annual reporting period depending on the tax amount owing or type of tax. Taxes  
14 imposed by subsections 5.52.030.A.2 and 5.52.030.B.2 for ((~~punchboards~~)) punch boards and  
15 pull-tabs shall be due and payable in monthly installments. Tax returns and payments are due on  
16 or before the last day of the next month following the end of the assigned reporting period  
17 covered by the return.

18 \* \* \*

19 Section 6. Subsection 5.55.060.A of the Seattle Municipal Code, which section was last  
20 amended by Ordinance 125324, is amended as follows:

1 **5.55.060 Records to be preserved—Examination—Inspection—Search warrants—Estoppel**  
2 **to question assessment**

3 A. Every person liable for any fee or tax imposed by this Chapter 5.55 and Chapters  
4 5.32, 5.35, 5.39, 5.40, 5.45, 5.46, 5.48, 5.50, 5.52, and 5.53 shall keep and preserve, for a period  
5 of five years after filing a tax return, such records as may be necessary to determine the amount  
6 of any fee or tax for which the person may be liable; which records shall include copies of all  
7 federal income tax and state tax returns and reports made by the person. All books, records,  
8 papers, invoices, ticket stubs, vendor lists, gambling games, and payout information, inventories,  
9 stocks of merchandise, and other data, including federal income tax and state tax returns, and  
10 reports needed to determine the accuracy of any taxes due, shall be open for inspection or  
11 examination at any time by the Director or a duly authorized agent. Every person’s business  
12 premises shall be open for inspection or examination by the Director or a duly authorized agent.  
13 For the purposes of this Section 5.55.060, for the tax imposed by Chapter 5.53, “business  
14 premises” means wherever the person’s business records and tax documents are maintained and  
15 does not mean every site owned or operated by the person.

16 \* \* \*

17 Section 7. Subsection 5.55.150.E of the Seattle Municipal Code, which section was last  
18 amended by Ordinance 125324, is amended as follows:

19 **5.55.150 Appeal to the Hearing Examiner**

20 \* \* \*

21 E. The Hearing Examiner shall ascertain the correct amount of the tax, fee, interest,  
22 or penalty due either by affirming, reversing, or modifying an action of the Director. Reversal or  
23 modification is proper if the Director’s assessment or refund denial violates the terms of this

1 Chapter 5.55, or Chapters 5.30, 5.32, 5.35, (~~5.37~~) 5.39, 5.40, 5.45, 5.46, 5.48, 5.50, 5.52, or  
2 5.53.

3 Section 8. Section 5.55.165 of the Seattle Municipal Code, last amended by Ordinance  
4 125324, is amended as follows:

5 **5.55.165 Director of Finance and Administrative Services to make rules**

6 The Director of Finance and Administrative Services shall have the power and it shall be the  
7 Director's duty, from time to time, to adopt, publish, and enforce rules and regulations not  
8 inconsistent with this Chapter 5.55, with Chapters 5.30, 5.32, 5.35, 5.39, 5.40, 5.45, 5.46, 5.48,  
9 5.50, 5.52, or 5.53, or with law for the purpose of carrying out the provisions of such chapters,  
10 and it shall be unlawful to violate or fail to comply with any such rule or regulation.

11 Section 9. Subsections 5.55.220.A and 5.55.220.B of the Seattle Municipal Code, which  
12 section was last amended by Ordinance 125324, are amended as follows:

13 **5.55.220 Unlawful actions—Violation—Penalties**

14 A. It shall be unlawful for any person subject to the provisions of this Chapter 5.55  
15 or Chapters 5.32, 5.35, 5.39, 5.40, 5.45, 5.46, 5.48, 5.50, 5.52, and 5.53:

16 1. To violate or fail to comply with any of the provisions of this Chapter  
17 5.55, or Chapters 5.32, 5.35, 5.39, 5.40, 5.45, 5.46, 5.48, 5.50, 5.52, and 5.53, or any lawful rule  
18 or regulation adopted by the Director;

19 2. To make or manufacture any license required by this Chapter 5.55 except  
20 upon authority of the Director;

21 3. To make any false statement on any license, application, or tax return;

22 4. To aid or abet any person in any attempt to evade payment of a license fee  
23 or tax;



1 Section 10. Subsection 5.55.230.A of the Seattle Municipal Code, which section was last  
2 amended by Ordinance 125324, is amended as follows:

3 **5.55.230 Denial, revocation of, or refusal to renew business license tax certificate**

4 A. The Director, or the Director’s designee, has the power and authority to deny,  
5 revoke, or refuse to renew any business license tax certificate or amusement device license  
6 issued under the provisions of this Chapter 5.55. The Director, or the Director’s designee, shall  
7 notify such applicant or licensee in writing by mail in accordance with Section 5.55.180 of the  
8 denial of, revocation of, or refusal to renew the license and on what grounds such a decision was  
9 based. The Director may deny, revoke, or refuse to renew any business license tax certificate or  
10 other license issued under this Chapter 5.55 on one or more of the following grounds:

- 11 1. The license was procured by fraud or false representation of fact.
- 12 2. The licensee has failed to comply with any provisions of this Chapter 5.55.
- 13 3. The licensee has failed to comply with any provisions of Chapters 5.32,  
14 5.35, 5.39, 5.40, 5.45, 5.46, 5.48, 5.50, 5.52, or 5.53.
- 15 4. The licensee is in default in any payment of any license fee or tax under  
16 Title 5 or Title 6.

17 Section 11. Severability. If any part, provision, or section of this ordinance is held to be  
18 void or unconstitutional, all other parts, provisions, and sections of this ordinance not expressly  
19 so held to be void or unconstitutional shall continue in full force and effect.

20 Section 12. It is the intent of the Mayor and the Council through the annual budget  
21 process to use the proceeds of the tax imposed by Seattle Municipal Code Section 5.39.030 for  
22 the following purposes:

- 23 A. Administrative costs related to the tax and regulations of TNC drivers;

- 1           B.     Investment in affordable housing near transit;
- 2           C.     Transportation and transit investments, including, but not limited to, the Center
- 3 City ~~Connector~~ Streetcar Connector, the purchase of transit service, additional support for the
- 4 Sound Transit West Seattle and Ballard Link Extensions, and a transportation assistance voucher
- 5 program, as appropriated; and
- 6           D.     A driver conflict resolution center.

7           Section 13. It is the intent of the Mayor and the Council that TNC tax revenues which are

8 appropriated to the Seattle Department of Transportation are not counted as part of the Minimal

9 Annual GSF Appropriation to the SDOT budget as required in Section 5 of Ordinance 124796,

10 for the Move Seattle Levy.

11  
12  
13  
14

1           Section 14. Sections 1 through 12 of this ordinance shall take effect on July 1, 2020.

2           Section 15. This ordinance shall take effect and be in force 30 days after its approval by  
3 the Mayor, but if not approved and returned by the Mayor within ten days after presentation, it  
4 shall take effect as provided by Seattle Municipal Code Section 1.04.020.

5           Passed by the City Council the \_\_\_\_\_ day of \_\_\_\_\_, 2019,  
6 and signed by me in open session in authentication of its passage this \_\_\_\_ day of  
7 \_\_\_\_\_, 2019.

8   \_\_\_\_\_  
9   President \_\_\_\_\_ of the City Council

10          Approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

11   \_\_\_\_\_  
12   Jenny A. Durkan, Mayor

13          Filed by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

14   \_\_\_\_\_  
15   Monica Martinez Simmons, City Clerk

16 (Seal)





Legislation Text

---

**File #:** CBA ARTS-1-A-2, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
ARTS	1	A	2

**Budget Action Title:** Add \$50,000 GF to ARTS for the expansion of Coyote Central to the Lake City neighborhood

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Debora Juarez

Council Members: Bruce Harrell, Abel Pacheco, Mike O'Brien, Sally Bagshaw

Staff Analyst: Asha Venkataraman

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$50,000	
<b>Net Balance Effect</b>	<b>\$(50,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(50,000)</b>	

### Budget Action Description:

This Council Budget Action would add \$50,000 GF to the Office of Arts and Culture (ARTS) to support the expansion of Coyote Central to the Lake City neighborhood. This funding would contribute to a new building, "Coyote North," which will have a dedicated performing arts center, hold classes, provide activities, and give access to professional artists for youth living in the North End.

Coyote Central is a creative space for youth and teenagers to explore interests and build skills in creative pursuits through hands-on projects. Coyote North is currently raising funds to meet their capital and programming goal of \$2.4 million. Coyote North applied to ARTS for funding through its Cultural Facilities Fund competitive process and has been awarded \$90,000. Adding the funding described in this Council Budget Action will give Coyote North a total award of \$140,000.

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
ARTS	1	A	2

## Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add funding for expanded arts programming		0	0	ARTS - AR000	ARTS - BO-AR-VA170 - Cultural Space	00100 - General Fund	2020	\$0	\$50,000



Legislation Text

---

**File #:** CBA ARTS-2-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
ARTS	2	B	1

**Budget Action Title:** Add \$25,000 of Admissions Tax to ARTS to support racial equity alignment

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Bruce Harrell

Council Members: Lisa Herbold, Kshama Sawant, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw

Staff Analyst: Asha Venkataraman

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
General Fund Revenues	\$0	
General Fund Expenditures	\$0	
Net Balance Effect	<b>\$0</b>	
<b>Other Funds</b>		
Arts and Culture Fund (12400)		
Revenues	\$0	
Expenditures	\$25,000	
Net Balance Effect	<b>\$(25,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(25,000)</b>	

**Budget Action Description:**

This Council Budget Action would add \$25,000 in Admissions Tax funding to the Office of Arts and Culture (ARTS) to further align the work between the Race and Social Justice Initiative and racially equitable organizations serving artists of color, immigrants, and others experiencing structural oppression such as the Martin Luther King Jr. Commemorative Committee (MLKCC).

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
ARTS	2	B	1

Funding will be used for investments such as:

- Expansion of the "Turning Commitment into Action" model to include a series on creative strategies for racial justice and equity;
- Strategizing with community organizations and individuals who are vulnerable to cultural displacement due to development and gentrification; and
- Partnering with entities that already have connections to ARTS.

The Council added \$25,000 of one-time funding for this same purpose in the 2019 Adopted Budget. Those funds were awarded to Urban League to partner with MLKCC to organize and host the community-focused celebration of the life of and recognition of the assassination of MLK Jr. Consistent with the 2020 Endorsed Budget, the 2020 Proposed Budget did not include any funding for this purpose.

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add funding to support racial equity alignment		0	0	ARTS - AR000	ARTS - BO-AR-VA160 - Arts and Cultural Programs	12400 - Arts and Culture Fund	2020	\$0	\$25,000



Legislation Text

---

**File #: CBA ARTS-3-B-1, Version: 1**

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
ARTS	3	B	1

**Budget Action Title:** Add \$15,000 of Admissions Tax to ARTS for access to online historical resources

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Sally Bagshaw

Council Members: Lisa Herbold, Kshama Sawant, Debora Juarez, Mike O'Brien

Staff Analyst: Asha Venkataraman

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
General Fund Revenues	\$0	
General Fund Expenditures	\$0	
Net Balance Effect	\$0	
<b>Other Funds</b>		
Arts and Culture Fund (12400)		
Revenues	\$0	
Expenditures	\$15,000	
Net Balance Effect	\$(15,000)	
<b>Total Budget Balance Effect</b>	<b>\$(15,000)</b>	

### Budget Action Description:

This Council Budget Action would add \$15,000 in Admission Tax funding to the Office of Arts and Culture (ARTS) to support gaps in funding for programs that provide free online access to Seattle's historical resources, such as at HistoryLink. This support would come from unspent Admissions Tax funds.



# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
ARTS	3	B	1

ARTS annually funds HistoryLink with a \$50,000 contract. If awarded to HistoryLink, the additional \$15,000 would add to the \$50,000 contract for a total of \$65,000 in 2020.

## Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add funding for HistoryLink		0	0	ARTS - AR000	ARTS - BO-AR-VA160 - Arts and Cultural Programs	12400 - Arts and Culture Fund	2020	\$0	\$15,000



Legislation Text

---

**File #:** CBA ARTS-4-A-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
ARTS	4	A	1

**Budget Action Title:** Cut \$82,975 in Admissions Tax from ARTS and delay hiring of new positions by three months

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Asha Venkataraman

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
General Fund Revenues	\$0	
General Fund Expenditures	\$0	
Net Balance Effect	\$0	
<b>Other Funds</b>		
Arts and Culture Fund (12400)		
Revenues	\$0	
Expenditures	\$(82,975)	
Net Balance Effect	\$82,975	
<b>Total Budget Balance Effect</b>	<b>\$82,975</b>	

### Budget Action Description:

This Council Budget Action cuts \$82,975 in Admissions Tax from the Office of Arts and Culture (ARTS) by delaying hiring for the three proposed position additions in the Mayor's 2020 Proposed Budget by three months rather than supporting full-year costs.

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
ARTS	4	A	1

## Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Cut three months funding from admin staff analyst hiring		0	0	ARTS - AR000	ARTS - BO-AR-VA150 - Leadership and Administration	12400 - Arts and Culture Fund	2020	\$0	\$(22,758)
2	Cut three months funding from SA1 and SA2 hiring		0	0	ARTS - AR000	ARTS - BO-AR-VA160 - Arts and Cultural Programs	12400 - Arts and Culture Fund	2020	\$0	\$(60,217)



Legislation Text

---

**File #:** CBA AUD-1-A-2, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
AUD	1	A	2

**Budget Action Title:** Add \$61,976 GF, 3,590 SCL Fund, \$1,544 Drainage and Wastewater Fund, \$1,508 Water Fund and \$538 Solid Waste Fund for salary increases for the Executive Manager and Strategic Advisor positions in the Office of City Auditor.

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Sally Bagshaw

Council Members: Lisa Herbold, Bruce Harrell, Abel Pacheco, Mike O'Brien, Lorena González

Staff Analyst: Lise Kaye

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
General Fund Revenues	\$7,180	
General Fund Expenditures	\$69,156	
<b>Net Balance Effect</b>	<b>\$(61,976)</b>	
<b>Other Funds</b>		
Light Fund (41000)		
Revenues	\$0	
Expenditures	\$3,590	
<b>Net Balance Effect</b>	<b>\$(3,590)</b>	
Water Fund (43000)		
Revenues	\$0	
Expenditures	\$1,508	
<b>Net Balance Effect</b>	<b>\$(1,508)</b>	
Drainage and Wastewater Fund (44010)		
Revenues	\$0	

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
AUD	1	A	2

<b>Expenditures</b>	\$1,544	
<b>Net Balance Effect</b>	<b>\$(1,544)</b>	
<b>Solid Waste Fund (45010)</b>		
<b>Revenues</b>	\$0	
<b>Expenditures</b>	\$538	
<b>Net Balance Effect</b>	<b>\$(538)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(69,156)</b>	

**Budget Action Description:**

This budget action adds \$61,976 GF, 3,590 Seattle City Light Fund, \$1,544 Drainage and Wastewater Fund, \$1,508 Water Fund and \$538 Solid Waste Fund for five percent salary increases (from a base that includes pending 2019 AWI adjustments) for the Executive Manager positions (City Auditor and Deputy City Auditor) and the Strategic Advisor positions (Auditors) in the Office of the City Auditor, to be granted at management's discretion in recognition of 2019 performance.

**Budget Action Transactions**

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Increase appropriation for salaries in City Auditor's Office		0	0	AUD - AD000	AUD - BO-AD-VG000 - Office of the City Auditor	00100 - General Fund	2020	\$0	\$69,156
2	Increase revenue to GF for salaries in City Auditor's Office		0	0	FG - FG000	FG - BR-FG-REVENUE - Finance General - Revenue	00100 - General Fund	2020	\$7,180	\$0
3	Increase appropriation for salaries in City Auditor's Office		0	0	SCL - CL000	SCL - BO-CL-N - Leadership and Administration - General Expense	41000 - Light Fund	2020	\$0	\$3,590
4	Increase appropriation for salaries in City Auditor's Office		0	0	SPU - SU000	SPU - BO-SU-N100B - Leadership and Administration	43000 - Water Fund	2020	\$0	\$1,508
5	Increase appropriation for salaries in City Auditor's Office		0	0	SPU - SU000	SPU - BO-SU-N100B - Leadership and Administration	44010 - Drainage and Wastewater Fund	2020	\$0	\$1,544
6	Increase appropriation for salaries in City Auditor's Office		0	0	SPU - SU000	SPU - BO-SU-N100B - Leadership and Administration	45010 - Solid Waste Fund	2020	\$0	\$538



Legislation Text

---

**File #:** SLI CBO-2-B-1, **Version:** 1

---



# 2020 Seattle City Council Statement of Legislative Intent

Agenda

Tab	Action	Option	Version
CBO	2	B	1

**Budget Action Title:** Request that CBO report on steps, timeline and funding to collect high-earners municipal income tax

Ongoing: Yes Has Attachment: No

Primary Sponsor: Lisa Herbold

Council Members:

Staff Analyst: Dan Eder

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

**Statement of Legislative Intent:**

This Statement of Legislative Intent requests that the City Budget Office provide a report to the Finance and Neighborhoods Committee (or its successor) and the Central Staff Executive Director within 30 days of a ruling from the Supreme Court allowing the City to begin collecting a progressive tax on high-income residents. The report should identify the necessary steps, a proposed implementation timeline, and funding needs for the City to begin collecting as early as practicable in 2020 the progressive tax on high-income residents (passed as Ordinance 119002 on July 10, 2017).

In the event that the Supreme Court rules that the City cannot begin collecting a progressive tax on high-income residents, this Statement of Legislative Intent requests a different report from the City Budget Office within 30 days of such a ruling. In such a circumstance, the City Budget Office should provide a report to the Finance and Neighborhoods Committee (or its successor) and the Central Staff Executive Director indicating the necessary steps, a proposed implementation timeline, and funding needs for the City to impose an income tax on unearned income.

**Responsible Council Committee(s):**

Finance & Neighborhoods

**Date Due to Council:** March 31, 2020



# SEATTLE CITY COUNCIL

600 Fourth Ave. 2nd Floor  
Seattle, WA 98104

## Legislation Text

---

**File #:** SLI CBO-3-A-2, **Version:** 1

---

# 2020 Seattle City Council Statement of Legislative Intent

Agenda

Tab	Action	Option	Version
CBO	3	A	2

**Budget Action Title:** Request that CBO develop a proposal for a compensation program for Boards and Commissions volunteers

Ongoing: No Has Attachment: No

Primary Sponsor: Teresa Mosqueda

Council Members: Lisa Herbold, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Lise Kaye

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

## Statement of Legislative Intent:

This Statement of Legislative Intent requests that the City Budget Office (CBO), in partnership with the Department of Neighborhoods, Office for Civil Rights, Seattle Department of Human Resources, and the Law Department, develop a proposal to provide compensation (through scholarships, stipends, or other benefits such as transit passes) to volunteers on the City's Boards and Commissions whose employers do not pay them for such service to make these engagement opportunities more inclusive and accessible.

The City has over 70 boards and commissions that provide advice and feedback on a broad range of topics to the City Council and the Mayor. This work should include:

- (1) analysis to determine the funding needed to support the recommended approach;
- (2) analysis of existing City resources expended annually to support the boards and commissions to determine if there are efficiencies that could be introduced to free up resources to provide this compensation; and
- (3) a best practices review of other cities that provide compensation to inform implementation of a compensation option for volunteers, including recommendations for establishing low-barrier criteria to determine eligibility for compensation.

CBO should submit a proposal to the Finance and Neighborhoods Committee, or successor committee, and the Council Central Staff Executive Director, by June 1, 2020.

## Responsible Council Committee(s):

Finance & Neighborhoods

**Date Due to Council:** June 1, 2020



Legislation Text

---

**File #:** SLI CBO-4-A-2, **Version:** 1

---

# 2020 Seattle City Council Statement of Legislative Intent

Agenda

Tab	Action	Option	Version
CBO	4	A	2

**Budget Action Title:** Request a report from CBO on the use and contracted cost of beds at the King County Jail and options for distribution of services inside the King County Jail

Ongoing: No Has Attachment: No

Primary Sponsor: Lorena González

Council Members: Lisa Herbold, Bruce Harrell, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Lise Kaye

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

## Statement of Legislative Intent:

Following the response to SLI 12-70-A-2-2019, and the draw down of contracted services to the lowest possible floor beginning in 2020, this Statement of Legislative Intent requests a report from the City Budget Office (CBO) on the actual use of those contracted beds by the City of Seattle's Jail Services Contract with King County. The report should include the following information:

1. An analysis of the average daily bed use per the contract held by the City by year over the life of the current contract;
2. The 2019 and 2020 cost per bed/per night per the contract; and,
3. Options for flexibility in the distribution of services inside the King County Jail given the City's, and County's, recent commitment to capital improvements in the Jail for the purpose of enhanced shelter services to provide comprehensive services to community members that are the hardest to serve.

The report should be submitted to the Gender Equity, Safe Communities, New Americans & Education Committee, or its successor committee, and a copy to the Central Staff Executive Director, by May 15, 2020.

## Responsible Council Committee(s):

Gender Equity, Safe Communities, New Americans & Education

**Date Due to Council:** May 15, 2020



Legislation Text

---

**File #:** CBA CBO-20-A-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
CBO	20	A	1

**Budget Action Title:** Transfer \$2.14 million from the Unrestricted Cumulative Reserve Fund to the GF

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Brian Goodnight

Council Bill or Resolution:

Date	Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
Yes	0									
No	0									
Abstain	0									
Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
General Fund Revenues	\$2,140,000	
General Fund Expenditures	\$0	
<b>Net Balance Effect</b>	<b>\$2,140,000</b>	
<b>Other Funds</b>		
Unrestricted Cumulative Reserve Fund (00164)		
Revenues	\$0	
Expenditures	\$2,140,000	
<b>Net Balance Effect</b>	<b>\$(2,140,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$0</b>	

**Budget Action Description:**

This budget action transfers \$2.14 million from the Unrestricted Cumulative Reserve Fund to the GF to be used for funding the Council's priorities.

The 2020 Proposed Budget includes a \$2.14 million reserve in the Unrestricted Cumulative Reserve

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
CBO	20	A	1

Fund labeled as a child care reserve. These funds are not restricted, and this action would transfer these funds to the GF to be appropriated in 2020.

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Increase revenue to recognize transfer from CRS-U		0	0	FG - FG000	FG - BR-FG-REVENUE - Finance General - Revenue	00100 - General Fund	2020	\$2,140,000	\$0
2	Increase appropriations for transfer of Child care reserve		0	0	FG - FG000	FG - BO-FG-2QA00 - Appropriation to Special Funds	00164 - Unrestricted Cumulative Reserve Fund	2020	\$0	\$2,140,000





Legislation Text

---

**File #:** CBA CBO-21-A-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
CBO	21	A	1

**Budget Action Title:** Recognize the City Budget Office's November 2019 forecast update

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Tom Mikesell

Council Bill or Resolution:

Date	Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
Yes	0									
No	0									
Abstain	0									
Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
General Fund Revenues	\$1,216,427	
General Fund Expenditures	\$0	
Net Balance Effect	\$1,216,427	
<b>Other Funds</b>		
Low Income Housing Fund (16400)		
Revenues	\$(271,638)	
Expenditures	\$0	
Net Balance Effect	\$(271,638)	
Transportation Benefit District Fund (19900)		
Revenues	\$386,651	
Expenditures	\$0	
Net Balance Effect	\$386,651	
<b>Total Budget Balance Effect</b>	<b>\$1,331,440</b>	

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
CBO	21	A	1

**Budget Action Description:**

This budget action recognizes the results from the City Budget Office's November 2019 forecast update. Every August Council receives a General Fund revenue forecast followed by a fall update. The November 2019 update shows a net increase of \$1,216,427 in new revenue for 2020. This change reflects a 2020 error correction in the form of a \$1,322,000 one-time "transfer-in" from the Information Technology Fund (Transfer – ITD), partially offset by a combined \$105,573 decrease among the following revenue categories: Car Sharing Revenue, Parking Meters, Short Term Rental, and Heating Oil Tax.

Non-General Fund revenue changes include a \$589,362 increase in net Seattle Transportation Benefit District Funds (for transportation investments) in 2020; and \$271,638 less in Low-Income Housing Fund revenues in 2020. There were no changes to the Capital Parking Tax, Sugary Beverage Tax, or the Red Light Camera funds.

**Budget Action Transactions**

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	CBO November 2019 Revenue Forecast Update - Ongoing Revenues		0	0	CBO - CB000	CBO - BR-CB-REVENUE - City Budget Office - Revenue	00100 - General Fund	2020	\$(105,573)	\$0
2	CBO November 2019 Revenue Forecast Update - Seattle IT Fund Transfer In		0	0	CBO - CB000	CBO - BR-CB-REVENUE - City Budget Office - Revenue	00100 - General Fund	2020	\$1,322,000	\$0
3	CBO November 2019 Revenue Forecast update - Low Income Housing Fund		0	0	OH - HU000	OH - BR-HU-REVENUE - Office of Housing - Revenue	16400 - Low Income Housing Fund	2020	\$(271,638)	\$0
4	CBO November 2019 Revenue Forecast update - Seattle Transportation Benefit District Fund		0	0	SDOT - TR000	SDOT - BR-TR-REVENUE - Seattle Department of Transportation - Revenue	19900 - Transportation Benefit District Fund	2020	\$386,651	\$0



Legislation Text

---

**File #:** CBA CBO-22-A-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
CBO	22	A	1

**Budget Action Title:** Add \$750,000 ongoing revenue for 2019 Information Technology Fund rate true-up

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Tom Mikesell

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$750,000	
<b>General Fund Expenditures</b>	\$0	
<b>Net Balance Effect</b>	<b>\$750,000</b>	
<b>Total Budget Balance Effect</b>	<b>\$750,000</b>	

### Budget Action Description:

This budget action adds \$750,000 of ongoing General Fund revenue from the 'true-up' of Seattle Information Technology's Internal Services rates with actual service costs. The Seattle Information Technology budget is funded with a mix of direct billing for costs incurred and costs allocated to other city funds for services provided. Beginning in 2018, Seattle IT expenditure savings that are backed by internal rate revenue are refunded to billed departments. The 2018 true-up generated a \$1,322,000 refund to the General Fund. As this is a new ongoing practice, this budget action recognizes \$750,000 as ongoing revenue from the 2019 true-up.

### Budget Action Transactions

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
CBO	22	A	1

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Recognize \$750,000 from the 2019 true-up of Seattle IT rates		0	0	FG - FG000	FG - BR-FG-REVENUE - Finance General - Revenue	00100 - General Fund	2020	\$750,000	\$0



Legislation Text

---

**File #:** CBA CBO-100-A-1, **Version:** 1

---

Pass CB 119681 CBO SBT Fund Policies Amendment Ordinance

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
CBO	100	A	1

**Budget Action Title:** Pass CB 119681 CBO SBT Fund Policies Amendment Ordinance

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Yolanda Ho

Council Bill or Resolution: CB 119681

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

**Budget Action Description:**

This Budget Action recommends passage of Council Bill (C.B.) 119681, amending the financial policies regarding the use of Sweetened Beverage Tax (SBT) revenues. This C.B. would:

1. Add an exemption from the prohibition against using SBT revenues to replace other funding sources in the case of existing program expenditures that were previously supported by non-City revenues, such as grants, gifts, and loans; and
2. Add an optional use of revenues to be held in fund balance, up to \$2,000,000, for the sole purpose of supporting existing program expenditures when revenues decline below base program expenditure authority.

These changes are intended to protect against future revenue declines and encourage City departments to seek non-City funding (e.g., grants and other outside funding) to expand existing programs or create new programs that align with SBT financial policies.





Legislation Text

---

**File #:** CBA CPC-1-A-2, **Version:** 1

---

Add \$200,000 GF in 2020 (one-time) to the CPC to fund Work Plan items

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
CPC	1	A	2

**Budget Action Title:** Add \$200,000 GF in 2020 (one-time) to the CPC to fund Work Plan items

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Lorena González

Council Members: Lisa Herbold, Bruce Harrell, Kshama Sawant, Abel Pacheco, Sally Bagshaw

Staff Analyst: Greg Doss

Council Bill or Resolution:

Date	Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
Yes	0									
No	0									
Abstain	0									
Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$200,000	
<b>Net Balance Effect</b>	<b>\$(200,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(200,000)</b>	

### Budget Action Description:

This Council Budget Action would add \$200,000 GF in 2020 (one-time) to the Community Police Commission (CPC) to fund four one-time projects that are identified in the CPC's 2020 Work Plan. Funding for these projects was not included in either the 2020 Endorsed Budget or the 2020 Proposed Budget. This Council Budget Action would provide funding for the following:

1. A national search process for a permanent Executive Director (\$70,000).
2. A consultant to support the CPC through a planning process and help with the production of the CPC's Strategic Plan document (\$50,000).
3. A consultant with subject matter expertise to assist with convening and facilitating a taskforce that will analyze the Seattle Police Department's complainant appeals process (\$30,000).

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
CPC	1	A	2

4. An organizational development expert to advise the CPC about how to maximize its operations while achieving the CPC's stated goals and statutory duties (\$50,000).

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add \$200,00 GF in 2020 (one-time) to the CPC to fund Work Plan items		0	0	CPC - CP000	CPC - BO-CP-X1P00 - Office of the Community Police Commission	00100 - General Fund	2020	\$0	\$200,000



Legislation Text

---

**File #:** CBA CPC-1-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
CPC	1	B	1

**Budget Action Title:** Add \$80,000 GF in 2020 (ongoing) to CPC to allow for contracting with outside legal counsel and impose a proviso

Ongoing: Yes Has Budget Proviso: Yes

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Lorena González

Council Members: Lisa Herbold, Bruce Harrell, Kshama Sawant, Abel Pacheco, Debora Juarez, Sally Bagshaw

Staff Analyst: Greg Doss

Council Bill or Resolution:

Date	Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
Yes	0									
No	0									
Abstain	0									
Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$80,000	
<b>Net Balance Effect</b>	<b>\$(80,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(80,000)</b>	

### Budget Action Description:

This Council Budget Action adds \$80,000 GF in 2020 (ongoing) to the Community Police Commission (CPC) for the retention of legal services in order to receive independent legal advice and representation in policing-related matters, particularly with relation to United States v. Seattle, before the U.S. District Court of Western Washington. This Council budget action also imposes a proviso.

No funding for this purpose was included in either the 2020 Endorsed or the 2020 Proposed Budget. The \$80,000 would provide funding to hire independent legal counsel in the event that the CPC finds itself in conflict with the Seattle City Attorney. This type of conflict happened in 2019 when the CPC chose to independently file a brief that responded to an order by the Honorable Judge Robart, pursuant to the 2012 Settlement Agreement between the U.S. District Court and the City of Seattle.

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
CPC	1	B	1

The Seattle City Attorney’s Office provides legal services to the Executive and Legislative Branches, except when there is a conflict of interest, specific expertise is required, or existing staff is at capacity. In other instances, a City department may not wish to be represented by the City Attorney’s Office because there is disagreement about a particular course of action. In these instances, a department may be required to use its operating budget to retain outside counsel. The cost of outside legal counsel can be difficult for a small city department, such as the police accountability agencies established in Ordinance 125315, to cover within existing appropriation levels.

This Council Budget Action imposes the following proviso:

“Of the appropriation in the 2020 budget for the Community Police Commission, \$80,000 is appropriated solely for the retention of outside legal counsel for an attorney-client relationship only, and may be spent for no other purpose.”

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add \$80,000 GF in 2020 (ongoing) to CPC to allow for contracting with outside legal counsel		0	0	CPC - CP000	CPC - BO-CP-X1P00 - Office of the Community Police Commission	00100 - General Fund	2020	\$0	\$80,000



Legislation Text

---

**File #:** SLI DEEL-1-A-2, **Version:** 1

---

Request that DEEL conduct stakeholder engagement and report on including labor harmony language in Child Care Assistance Program contracts

# 2020 Seattle City Council Statement of Legislative Intent

Agenda

Tab	Action	Option	Version
DEEL	1	A	2

**Budget Action Title:** Request that DEEL conduct stakeholder engagement and report on including labor harmony language in Child Care Assistance Program contracts

Ongoing: No Has Attachment: No

Primary Sponsor: Teresa Mosqueda

Council Members: Lisa Herbold, Kshama Sawant, Debora Juarez, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Brian Goodnight

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

## Statement of Legislative Intent:

The purpose of this Statement of Legislative Intent is to take initial steps toward implementing labor harmony provisions in the contracting vehicles for the City's Child Care Assistance Program (CCAP), known as Vendor Services Agreements.

In recent years, the Council has taken a number of actions to incorporate labor standard provisions into City contracts or contracting processes. Recent examples include:

- a) Priority Hire and Project Labor Agreement requirements for public works construction projects in 2015;
- b) City Light Energy Efficiency as a Service pilot projects in 2018; and
- c) the Central Waterfront Operations and Maintenance agreement in 2019.

In addition, in April 2019, the Council added a provision to the Families, Education, Preschool, and Promise (FEPP) Levy Implementation and Evaluation Plan that requires the Department of Education and Early Learning (DEEL) to consider "adherence to labor laws and a commitment to labor harmony" in evaluating contractor proposals.

The Council requests that DEEL conduct stakeholder engagement meetings with current or potential CCAP providers to determine if labor harmony provisions are currently in place and how those provisions could be implemented to ensure uninterrupted care. Stakeholder engagement should, at a minimum, include: family child care providers, child care center directors and teachers, and labor organizations.

The Council requests that the stakeholder engagement process include in-person meetings to gather information and solicit feedback on potential options for implementing labor harmony. In order to ensure robust turnout and participation at the meetings, the Council requests that DEEL utilize multiple methods of communications with stakeholders, including email, telephone, text messages, traditional mail, etc.



# 2020 Seattle City Council Statement of Legislative Intent

Agenda

Tab	Action	Option	Version
DEEL	1	A	2

The Council further requests that DEEL provide a report to the Council summarizing the information gathered, feedback received, and implementation options no later than May 1, 2020.

**Responsible Council Committee(s):**

Gender Equity, Safe Communities, New Americans & Education

**Date Due to Council:**

May 1, 2020



Legislation Text

---

**File #:** CBA DEEL-3-A-2, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
DEEL	3	A	2

**Budget Action Title:** Impose a proviso on a portion of DEEL Child Care Assistance Program expansion funds to increase access to infant care

Ongoing: No Has Budget Proviso: Yes

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Lorena González

Council Members: Lisa Herbold, Kshama Sawant, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw

Staff Analyst: Brian Goodnight

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

**Budget Action Description:**

This budget action would impose a proviso on a portion of the appropriations in the Department of Education and Early Learning (DEEL) for the expansion of the Child Care Assistance Program (CCAP).

Between January and August 2019, on average, infants made up less than three percent of the children begin served by CCAP. The Council requests that DEEL explore strategies for increasing access to infant care through CCAP or other City programs, including an evaluation of whether the subsidy amounts for families with infants can be increased, and whether a lack of access to diapers is a barrier to families using child care services. The Council requests that DEEL provide a written report to the Council no later than March 31, 2020. To ensure that these requests are fulfilled to the Council's satisfaction, this budget action imposes the following proviso:

"No more than \$4.5 million of the money appropriated in the 2020 budget for the Department of Education and Early Learning may be spent for the Child Care Assistance Program until authorized by future ordinance. Council anticipates that such authority will not be granted until the Department of Education and Early Learning provides a plan for increasing access to infant care through the Child Care Assistance Program."

**Background:**

In the 2020 Endorsed Budget, CCAP is supported by 8.25 FTE and appropriations of approximately \$3.1 million. The 2020 Proposed Budget includes a \$3 million expansion of the program funded with Sweetened Beverage Tax revenues. Of the \$3 million proposed increase, approximately \$1.68 million would be used to fund child care vouchers, \$800,000 would be used for professional development and financial incentives for

# 2020 Seattle City Council Budget Action

## Agenda

Tab	Action	Option	Version
DEEL	3	A	2

child care providers, and \$525,000 would be used to support an additional 5.5 FTE.



Legislation Text

---

**File #:** CBA DON-1-A-2, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
DON	1	A	2

**Budget Action Title:** Add \$75,000 GF to DON to support the Seattle Rep's Public Works Seattle Program

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Lisa Herbold

Council Members: Bruce Harrell, Kshama Sawant, Debora Juarez, Mike O'Brien, Sally Bagshaw

Staff Analyst: Lish Whitson

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$75,000	
<b>Net Balance Effect</b>	<b>\$(75,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(75,000)</b>	

### Budget Action Description:

This Budget Action adds \$75,000 GF (one-time) to the Department of Neighborhoods (DON) Neighborhood Matching Fund program to increase a grant with the Seattle Repertory Theater to support the Public Works Seattle project. The Public Works Seattle project builds partnerships with community based organizations to enable people of all backgrounds to participate in theater workshops and classes, attend performances, and create ambitious works of participatory theater. This project has received \$25,000, the maximum grant amount, from the Neighborhood Matching Fund in 2019. These funds will increase the grant to \$100,000, the Neighborhood Matching Fund grant maximum prior to 2019.

### Budget Action Transactions

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
DON	1	A	2

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Provide \$75,000 for the Seattle Rep's Public Works Seattle program		0	0	DON - DN000	DON - BO-DN-I3400 - Neighborhood Matching Fund	00100 - General Fund	2020	\$0	\$75,000



# SEATTLE CITY COUNCIL

600 Fourth Ave. 2nd Floor  
Seattle, WA 98104

## Legislation Text

---

**File #:** CBA DON-2-A-2, **Version:** 1

---



# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
DON	2	A	2

**Budget Action Title:** Add \$75,000 GF to DON to support a South Park Public Safety Coordinator

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Lisa Herbold

Council Members: Bruce Harrell, Kshama Sawant, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Lish Whitson

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$75,000	
<b>Net Balance Effect</b>	<b>\$(75,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(75,000)</b>	

### Budget Action Description:

This Council Budget Action adds \$75,000 GF to the Department of Neighborhoods to continue the work of the South Park Public Safety Coordinator. The City also provided \$75,000 for this work in 2018 and 2019.

The South Park Public Safety Coordinator was a recommendation of the 2017 South Park Public Safety Taskforce Report, which recommended hiring a bilingual resident to coordinate community public safety efforts in South Park. In 2018, the coordinator was involved in seven CPTED assessments and coordinated 15 community cleanups, over 90 safety partnership and neighborhood coordination meetings, and 110 community safety and outreach events. Their work has continued into 2019.

### Budget Action Transactions

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
DON	2	A	2

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add \$75,000 GF to DON to support South Park public safety coordination		0	0	DON - DN000	DON - BO-DN-I3300 - Community Building	00100 - General Fund	2020	\$0	\$75,000



# SEATTLE CITY COUNCIL

600 Fourth Ave. 2nd Floor  
Seattle, WA 98104

## Legislation Text

---

**File #:** CBA DON-3-A-2, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
DON	3	A	2

**Budget Action Title:** Add \$34,000 GF (one-time) to DON for Hub in a Box

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Lorena González

Council Members: Lisa Herbold, Bruce Harrell, Kshama Sawant, Debora Juarez, Mike O'Brien, Sally Bagshaw

Staff Analyst: Lish Whitson

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$34,000	
<b>Net Balance Effect</b>	<b>\$(34,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(34,000)</b>	

### Budget Action Description:

This Council Budget Action adds \$34,000 GF to the Department of Neighborhoods (DON) to support the Hub in a Box project.

Hub in a Box provides secure equipment to support community responses in the case of a disaster. The Hub in a Box program places supplies in areas where people are not typically engaged with the City and are less likely to want to navigate City processes. Priority will be placed on communities that have lower rates of individual household capacity for emergency preparedness.

These funds will enable the program to install 15 hubs in 2020.

### Budget Action Transactions

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
DON	3	A	2

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add \$34,000 to DON to support the Hub in a Box project		0	0	DON - DN000	DON - BO-DN-I3300 - Community Building	00100 - General Fund	2020	\$0	\$34,000



Legislation Text

---

**File #:** SLI DON-4-A-2, **Version:** 1

---

# 2020 Seattle City Council Statement of Legislative Intent

Agenda

Tab	Action	Option	Version
DON	4	A	2

**Budget Action Title:** Request that DON report on long-term funding opportunities to preserve and enhance P-Patches

Ongoing: No Has Attachment: No

Primary Sponsor: Mike O'Brien

Council Members: Lisa Herbold, Kshama Sawant, Abel Pacheco, Sally Bagshaw

Staff Analyst: Lish Whitson

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

**Statement of Legislative Intent:**

This Budget Action requests that the Department of Neighborhoods (DON) work with the Seattle Parks and Recreation (SPR) and the City Budget Office to identify funding opportunities, either through the Metropolitan Parks District or some other ongoing source of funding, for P-Patch maintenance and enhancement, and report to the Finance and Neighborhoods Committee, or its successor committee, and submit a copy to the Central Staff Executive Director, by June 28, 2020.

The SPR generally spends up to \$200,000 a year from Metropolitan Parks District funds to improve P-Patches. This enables the program to maintain and enhance up to five out of the 89 P-Patches a year. In 2019, no P-Patch improvements were funded.

In addition, the 2020 Proposed Budget includes \$3 million in one time funding from the Sweetened Budget Tax for land acquisition, garden relocation, and capital infrastructure improvements for the P-Patch program.

**Responsible Council Committee(s):**

Finance & Neighborhoods

**Date Due to Council:** June 28, 2020



Legislation Text

---

**File #:** CBA FAS-1-B-1, **Version:** 1

---



# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
FAS	1	B	1

**Budget Action Title:** Amend the CIP page for the FAS Fire Station 31 Improvements (MC-FA-FS31MP) and add \$500,000 for a temporary replacement fire station

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: Yes Has Attachment: Yes

Primary Sponsor: Debora Juarez

Council Members: Lisa Herbold, Bruce Harrell, Abel Pacheco, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Lish Whitson

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

## Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
General Fund Revenues	\$0	
General Fund Expenditures	\$0	
Net Balance Effect	<b>\$0</b>	
<b>Other Funds</b>		
REET I Capital Fund (30010)		
Expenditures	\$500,000	
Net Balance Effect	<b>\$(500,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(500,000)</b>	

## Budget Action Description:

This Council Budget Action adds \$500,000 REET I to the Department of Finance and Administrative Services (FAS) FAS Fire Station 31 Improvements CIP Project (MC-FA-FS31MP) in 2020 and renames that CIP Project to "Fire Station 31 Temporary Station" for creation of an interim fire station and siting of a permanent station as shown on Attachment A. The amended CIP Project provides funding to site and erect a temporary station using tents and trailers, and funding for site selection for a permanent

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
FAS	1	B	1

replacement to the existing Fire Station 31. The current CIP Project includes \$1.5 million for these activities in 2020; with this Council Budget Action, a total of \$2 million will be available to relocate the Fire Station.

Fire Station 31, located at 1319 N. Northgate Way, has been closed; and the City of Seattle has temporarily relocated fire fighters and apparatuses from Fire Station 31 to neighboring fire stations to allow for the testing of mold, mycotoxins, and water intrusion in the facility. Due to structural conditions and physical capacity issues of an aging building, this budget action will replace the station instead of making repairs. A new state-of-the-art facility will preserve the health and safety of fire fighters, as well as provide better and faster emergency services for the neighborhoods surrounding this station.

This Council Budget Action envisions three phases: (1) creation of a temporary fire station using tents and trailers, estimated to cost \$3.6 million; (2) site selection and cost estimating for a replacement Fire Station 31; and (3) replacing Fire Station 31 either in situ or in a new location, estimated to cost \$43.4 million.

This Council Budget Action funds the first two stages of the project. Funding for this budget action was included as a reserve in the Real Estate Excise Tax I (REET I) fund. This Council Budget Action reallocates \$500,000 held in REET I reserves for 2020 to fully fund the Fire Station 31 Temporary Station CIP project. The Council anticipates that future funding for the permanent facility will come from one or more of the following sources: REET funding set aside in the FAS CIP for North Seattle public safety facilities, future bonds, or a possible future levy. In 2020, FAS and the City Budget Office intend to submit a plan to the City Council for financing and constructing a permanent Fire Station 31.

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add REET I funding for temporary station		0	0	FAS - FA000	FAS - BC-FA-PSFACFIRE - Public Safety Facilities Fire	30010 - REET I Capital Fund	2020	\$0	\$500,000

**Fire Station 31 ~~Improvements~~ Temporary Station**

<b>Project No:</b>	MC-FA-FS31IMP	<b>BSL Code:</b>	BC-FA-PSFACFIRE
<b>Project Type:</b>	Discrete	<b>BSL Name:</b>	Public Safety Facilities Fire
<b>Project Category:</b>	<del>Improved</del> <u>New</u> Facility	<b>Location:</b>	1319 N Northgate Way
<b>Current Project Stage:</b>	Stage <del>5</del> <u>2</u> <del>Construction</del> <u>Initiation</u> , <u>Project Definition &amp; Planning</u>	<b>Council District:</b>	Council District 5
<b>Start/End Date:</b>	<del>2014</del> <u>2019</u> <del>2019-2021</del>	<b>Neighborhood District:</b>	Northwest
<b>Total Project Cost:</b>	<del>\$3,6504,150</del>	<b>Urban Village:</b>	Aurora Licton Springs

This project provides resources to ~~ensure the long-term functioning of~~ provide an interim location for Fire Station 31. ~~An assessment of the final project scope is underway and additional funding may be required to complete the necessary improvements.~~ The project includes leasing an interim site for the fire station and providing tents and trailers to house the fire fighters and equipment.

Resources	LTD Actuals	2019 Revised	2020	2021	2022	2023	2024	2025	Total
Real Estate Excise Tax I	1,335	815	<del>1,500</del> <u>2,000</u>	-	-	-	-	-	<del>3,650</del> <u>4,150</u>
<b>Total:</b>	<b>1,335</b>	<b>815</b>	<del>1,500</del> <u>2,000</u>	-	-	-	-	-	<del>3,650</del> <u>4,150</u>
Fund Appropriations / Allocations <sup>1</sup>	LTD Actuals	2019 Revised	2020	2021	2022	2023	2024	2025	Total
REET I Capital Fund	1,335	815	<del>1,500</del> <u>2,000</u>	-	-	-	-	-	<del>3,650</del> <u>4,150</u>
<b>Total:</b>	<b>1,335</b>	<b>815</b>	<del>1,500</del> <u>2,000</u>	-	-	-	-	-	<del>3,650</del> <u>4,150</u>

O&M Impacts: N/A

<sup>1</sup>Funds are appropriated through the Adopted Budget at the Budget Summary Level. All Amounts shown above are in thousands of dollars



Legislation Text

---

**File #:** SLI FAS-5-B-1, **Version:** 1

---

# 2020 Seattle City Council Statement of Legislative Intent

Agenda

Tab	Action	Option	Version
FAS	5	B	1

**Budget Action Title:** Request FAS to report on adding questions to Title 6 business license applications

Ongoing: No Has Attachment: No

Primary Sponsor: Mike O'Brien

Council Members:

Staff Analyst: Karina Bull

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

**Statement of Legislative Intent:**

This Budget Action requests Finance and Administrative Services (FAS), in consultation with the Office of Labor Standards (OLS), to develop a plan for adding questions to the City's registration process for Title 6 business license applications. Information collected from these questions would support the City's policy development and outreach for labor standards and other laws covering businesses operating in Seattle.

The Council requests FAS to consider adding questions that address business characteristics and preferred contacts for outreach, including but not limited to:

- (1) number of employees in Seattle;
- (2) number of employees worldwide;
- (3) franchise status;
- (4) NAICS Code;
- (5) preferred contact information for City outreach and education; and
- (6) an annually updated email address associated with the business that includes the ability to opt-out of receiving City communications.

The Council requests FAS to develop a plan for adding these questions that includes but is not limited to:

- (1) assessment of outcomes for making the questions mandatory or voluntary;
- (2) methods for encompassing paper and on-line registrations;
- (3) content of questions;
- (4) ability for the City to add questions if necessary;
- (5) ability for businesses to update information on a rolling and annual basis;
- (6) language access;
- (7) cost;
- (8) timeline;
- (9) compliance; and
- (10) any necessary legislation to implement these changes.

The Council requests FAS to submit this plan to the Finance and Neighborhoods Committee, or successor committee, by June 30, 2020.

# 2020 Seattle City Council Statement of Legislative Intent

Agenda

Tab	Action	Option	Version
FAS	5	B	1

Sample questions:

1. Number of employees in Seattle

- 0
- 1 to 4
- 5 to 19
- 20 to 49
- 50 to 249
- 250 to 499
- 500 and more

2. Number of employees worldwide (including employees in franchise network)

- 0
- 1 to 4
- 5 to 19
- 20 to 49
- 50 to 249
- 250 to 499
- 500 and more

**Responsible Council Committee(s):**

Finance & Neighborhoods

**Date Due to Council:**

June 30, 2019



Legislation Text

---

**File #:** CBA FAS-6-A-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
FAS	6	A	1

**Budget Action Title:** Reduce appropriation in FAS for Waterfront LID payment for City-owned properties by \$767,560

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Ketil Freeman

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
General Fund Revenues	\$757,560	
General Fund Expenditures	\$0	
<b>Net Balance Effect</b>	<b>\$757,560</b>	
<b>Other Funds</b>		
<b>Central Waterfront Improvement Fund (35900)</b>		
Revenues	\$0	
Expenditures	\$0	
<b>Net Balance Effect</b>	<b>\$0</b>	
<b>Total Budget Balance Effect</b>	<b>\$757,560</b>	

**Budget Action Description:**

The Budget Action reduces the appropriation in the Department of Finance and Administrative Services (FAS) by \$767,560 for payments of assessments on City-owned property for the Waterfront Local Improvement District (LID).



## 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
FAS	6	A	1

The Mayor's proposed budget appropriates \$2,100,000 to pay Waterfront LID assessments for City-owned property. That proposed appropriation: (1) assumes the original \$200,000,000 LID, which has since been reduced to \$160,000,000, and (2) assumes that the City would pay the assessment on two City-owned properties which have been sold or will be transferred in 2019, the Seattle IT Communication Shop and the Civic Square Block. Central Staff estimates that savings associated with the former assumption would reduce City expenditures on assessments by \$375,000. Savings associated with the latter assumption would reduce expenditures by \$392,560. Combined savings are \$767,560.

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Increase appropriation to transfer to GF		0	0	FAS - FA000	FAS - BO-FA-WATERFRNT - Central Waterfront Improvement Program Financial Support	35900 - Central Waterfront Improvement Fund	2020	\$0	\$757,560
2	Reduce appropriation for waterfront LID assessment payment		0	0	FAS - FA000	FAS - BO-FA-WATERFRNT - Central Waterfront Improvement Program Financial Support	35900 - Central Waterfront Improvement Fund	2020	\$0	\$(757,560)
3	Increase revenue to GF from the Central Waterfront Improvement Fund		0	0	FG - FG000	FG - BR-FG-REVENUE - Finance General - Revenue	00100 - General Fund	2020	\$757,560	\$0



Legislation Text

---

**File #:** CBA FAS-100-A-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
FAS	100	A	1

**Budget Action Title:** Pass CB 119682 amending provisions related to apportionment of income in determining Business License (B&O) Tax liability to conform with State law

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Tom Mikesell

Council Bill or Resolution: CB 119682

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

**Budget Action Description:**

This budget action recommends passage of CB 119682 which amends the City’s Business License (B&O) tax code to comply with State requirements. In 2019, the Washington State Legislature enacted Substitute House Bill (SHB) 1403, which modified the apportionment formula for local business and occupation tax as codified in RCW 35.102.130. Apportionment refers to dividing a tax base between more than one jurisdiction in which a taxpayer conducts business. The changes in SHB 1403 included:

- Simplifying the service income factor by adopting a market-based sourcing hierarchy;
- Providing for income to be excluded from the denominator of the income factor that is attributable to a jurisdiction where the taxpayer would not be subject to tax; and
- Establishing guidelines for the application of an alternative apportionment method.

Under SMC 5.45.081, the City currently requires that income from activities in more than one jurisdiction be apportioned using a two factor formula based on payroll and a complex formula for determining service income. SHB 1403 simplifies the formula for calculating service income by basing the income apportionment on customer location. A committee of City representatives worked with the Association of Washington Cities to amend the model ordinance section that apportions gross income and to incorporate the legislative changes of SHB 1403 into SMC 5.45.081.

To continue to impose the B&O tax, RCW 35.102.040 requires cities that impose the tax to adopt the changes included in CB 119682 by January 1, 2020.



Legislation Text

---

**File #:** CBA FAS-101-A-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
FAS	101	A	1

**Budget Action Title:** Pass CB 119683 amending due and payable provisions in the Business License (B&O) Tax to conform with State law

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Tom Mikesell

Council Bill or Resolution: CB 119683

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

## Budget Action Description:

This budget action recommends passage of Council Bill (CB) 119683, which amends the City's business license tax (B&O tax) code to extend the tax return and payment date for annual filers of the B&O tax to April 15 of the year following the period covered by the return. The City currently requires, under SMC 5.55.040, that B&O tax returns and payments are due on or before the last day of the next month following the end of the reporting period covered by the return, which for annual filers is January 30 of the following year.

This change in filing date will shift some tax returns that would have been received in 2020 into the following year, resulting in a one-time loss of \$3.5 million as estimated by the Department of Finance and Administrative Services. The revenue impact of the changes made by this legislation is included in the revenue forecast supporting the Mayor's Proposed 2020 Budget. To continue to impose the B&O tax, RCW 35.90.090 requires cities that impose a business and occupation tax to adopt these changes to the model ordinance by January 1, 2020.



Legislation Text

---

**File #:** SLI HSD-1-A-2, **Version:** 1

---

# 2020 Seattle City Council Statement of Legislative Intent

Agenda

Tab	Action	Option	Version
HSD	1	A	2

**Budget Action Title:** Request that HSD report on contracts with American Indian and Alaska Native organizations

Ongoing: No Has Attachment: No

Primary Sponsor: Debora Juarez

Council Members: Kshama Sawant, Abel Pacheco, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Amy Gore

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

**Statement of Legislative Intent:**

This Statement of Legislative Intent (SLI) requests that the Human Services Department (HSD) provide a report to the Civic Development, Public Assets & Native Communities (or successor committee) on contracts with American Indian and Alaska Native (AI/AN) organizations as well as recommendations to ensure funding for these organizations is equitable and sufficient. This report will be due on or before March 31, 2020.

This SLI will formalize the request made in Resolution 31900, passed by Council on September 9, 2019, that HSD submit a report on funding adequacy for the AI/AN community as part of Council's response to the epidemic of Missing and Murdered Indigenous Women and Girls.

**Responsible Council Committee(s):**

Civic Development, Public Assets & Native Communities

**Date Due to Council:** March 31, 2020



Legislation Text

---

**File #:** CBA HSD-4-B-1, **Version:** 1

---



# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HSD	4	B	1

**Budget Action Title:** Add \$60,000 GF (one-time) for state-wide human services lobbying and advocacy

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Mike O'Brien

Council Members: Kshama Sawant, Abel Pacheco, Debora Juarez, Sally Bagshaw, Lorena González

Staff Analyst: Amy Gore

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$60,000	
<b>Net Balance Effect</b>	<b>\$(60,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(60,000)</b>	

### Budget Action Description:

This action adds \$60,000 GF (one-time) to the Human Services Department (HSD) to contract with a non-profit organization to conduct state-wide lobbying and advocacy with a focus on addressing poverty and creating opportunities for everyone to prosper through people-centered approaches. The proposed budget adds \$25,000 for this purpose; this action brings total funding to \$85,000.

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add one-time funds for lobbying		0	0	HSD - HS000	HSD - BO-HS-H5000 - Leadership and Administration	00100 - General Fund	2020	\$0	\$60,000

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HSD	4	B	1



Legislation Text

---

**File #:** SLI HSD-5-A-2, **Version:** 1

---

# 2020 Seattle City Council Statement of Legislative Intent

Agenda

Tab	Action	Option	Version
HSD	5	A	2

**Budget Action Title:** Request a report from HSD on subsidizing transit passes for employees of HSD contracted service providers

Ongoing: No Has Attachment: No

Primary Sponsor: Lisa Herbold

Council Members: Bruce Harrell, Kshama Sawant, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Karina Bull

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

## Statement of Legislative Intent:

The Council requests that the Human Services Department (HSD) provide a report on the cost, feasibility, and methods of providing resources to subsidize transit passes for employees of HSD-contracted service providers. The report should include one or more options for how the City could cover some or all costs necessary for an HSD-contracted service provider to provide fully or partially subsidized transit benefits to its employees. HSD should work with Council staff and relevant stakeholders beginning in January 2020 to develop a work plan for this report, and meet as needed through June 30, 2020.

Building on the information provided in the response to SLI-35-7-A-2-2019, the report should address the following issues:

- 1) Approximately how many employee salaries at HSD-contracted service providers are contingent on the funding provided through HSD contracts? (Given that HSD contracts are not directly based on number of employees, how can the City determine or estimate the number of employees or FTEs supported by each contract?)
- 2) What are feasible methods and associated costs for providing transit benefits to these employees?
- 3) What transit benefits do HSD-contracted service providers already offer to their employees?
- 4) If the City were to offer funds to subsidize transit benefits for employees covered by an HSD contract, on the condition that a service provider offer the same benefit to all its Seattle employees, how many HSD-contracted service providers would likely participate in the program, and what are the projected costs?
- 5) What opportunities are there for collaboration with King County to develop a joint program that also covers the Department of Community and Human Services (DCHS) contracts?
- 6) What are the potential funding sources, existing or new, that could subsidize transit passes for HSD-contracted service providers.

# 2020 Seattle City Council Statement of Legislative Intent

Agenda

Tab	Action	Option	Version
HSD	5	A	2

The final report should be submitted to the Chair of the Human Services, Equitable Development, and Renters' Rights Committee, or successor committee, and to the Central Staff Executive Director, by June 30, 2020.

**Responsible Council Committee(s):**

Human Services, Equitable Development & Renter Rights

**Date Due to Council:**

June 30, 2020



Legislation Text

---

**File #:** CBA HSD-10-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HSD	10	B	1

**Budget Action Title:** Add \$10,000 GF (ongoing) to support transportation and activities for low-income seniors

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Kshama Sawant

Council Members: Bruce Harrell, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Amy Gore

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$10,000	
<b>Net Balance Effect</b>	<b>\$(10,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(10,000)</b>	

### Budget Action Description:

This action adds \$10,000 of ongoing funds to the Human Services Department (HSD) to contract with non-profit community-based organizations to fund transportation and senior activities for low income seniors.

This action increases the funding available to subsidize bus passes and support senior activities and meals provided by a non-profit community-based organization, such as the Vietnamese Seniors Association. The VSA serves low income seniors in the Chinatown/International District, who rely on subsidized bus passes for transportation and senior activities. In 2018 and 2019, HSD funded Asian Counseling and Referral Services (ACRS) with \$25,000 for the program; ACRS subcontracted to VSA. Consistent with the 2020 Endorsed Budget, the proposed budget includes \$26,163 for this purpose; this budget action increases total funding to \$36,163 to increase the number of program participants.

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HSD	10	B	1

## Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add ongoing GF for transportation and activities		0	0	HSD - HS000	HSD - BO-HS-H6000 - Promoting Healthy Aging	00100 - General Fund	2020	\$0	\$10,000





# SEATTLE CITY COUNCIL

600 Fourth Ave. 2nd Floor  
Seattle, WA 98104

## Legislation Text

---

**File #:** CBA HSD-30-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HSD	30	B	1

**Budget Action Title:** Add \$150,000 GF (one-time) for American Indian and Alaska Native youth development through sports

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Debora Juarez

Council Members: Bruce Harrell, Kshama Sawant, Abel Pacheco, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Amy Gore

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$150,000	
<b>Net Balance Effect</b>	<b>\$(150,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(150,000)</b>	

### Budget Action Description:

This action adds \$150,000 GF (one-time) to the Human Services Department to contract with a 501(c) 3 non-profit dedicated to empowering native youth to live healthy lives by providing awareness, prevention and character enrichment using sport as a modality, such as Rise Above, to increase mentorship opportunities through the delivery of culturally relevant, pro-social interactions with tribal youth.

Consistent with the 2020 Endorsed Budget, the proposed budget includes \$1.8 million for Youth Development and Education contracts. This action increases the program by 8.5 percent to \$1.9 million.

### Budget Action Transactions

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HSD	30	B	1

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add one-time GF for youth development through sports		0	0	HSD - HS000	HSD - BO-HS-H2000 - Preparing Youth for Success	00100 - General Fund	2020	\$0	\$150,000



Legislation Text

---

**File #:** CBA HSD-51-A-2, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HSD	51	A	2

**Budget Action Title:** Add \$55,000 GF in one-time funds to HSD for educational programs targeted to the African American diaspora on HIV/AIDS and chronic disease

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Bruce Harrell

Council Members: Kshama Sawant, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Jeff Simms

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$55,000	
<b>Net Balance Effect</b>	<b>\$(55,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(55,000)</b>	

### Budget Action Description:

This Budget Action adds \$55,000 GF to the Human Services Department (HSD) to support education work focused on the African American diaspora discussing HIV/AIDS and chronic illnesses, such as work by African Americans Reach and Teach Health. The education work will seek to address fixed, cultural, and traditionally held beliefs about HIV/AIDS and other chronic health conditions and provide impacted individuals with skills to better manage their health and work with their health care provider. This work will be conducted in collaboration with community clinics, community-based organizations, senior services and residential housing facilities, and HSD's Division of Aging and Disability Services.

The funds provided will support this work through the end of 2020.

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HSD	51	A	2

## Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Increase appropriation for education work on HIV/AIDS and chronic diseases		0	0	HSD - HS000	HSD - BO-HS-H7000 - Promoting Public Health	00100 - General Fund	2020	\$0	\$55,000



Legislation Text

---

**File #:** CBA HSD-53-A-2, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HSD	53	A	2

**Budget Action Title:** Impose a proviso on funding for substance use disorder treatment programs

Ongoing: Yes Has Budget Proviso: Yes

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Mike O'Brien

Council Members: Bruce Harrell, Kshama Sawant, Debora Juarez, Sally Bagshaw, Lorena González

Staff Analyst: Jeff Simms

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

**Budget Action Description:**

This Budget Action imposes the following proviso on \$500,000 GF provided to the Human Services Department (HSD) in the 2020 Endorsed and Proposed Budgets for substance use disorder treatment to clarify that the Council intends these funds to be on-going:

"Of the funds provided to the Human Services Department (HSD) in the Promoting Public Health BSL, \$500,000 is appropriated solely to fund substance abuse disorder treatment as an addition to the base contract between HSD and Seattle King County Public Health rather than as a single year amendment and may be spent for no other purpose."

The addition of this proviso will ensure that the \$500,000 provided in the 2019 Adopted Budget and continued in the 2020 Endorsed Budget will be treated as an on-going source of funding for these services that will continue in subsequent years. The funds provided for this purpose in 2019 have been assumed to expire after 2020, which has limited the ability to contract for more than a single year.





Legislation Text

---

**File #:** CBA HSD-54-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HSD	54	B	1

**Budget Action Title:** Add \$140,000 GF one-time funding to HSD for a harm-reduction outreach program for street-based sex workers and drug users

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Teresa Mosqueda

Council Members: Bruce Harrell, Kshama Sawant, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Jeff Simms

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$140,000	
<b>Net Balance Effect</b>	<b>\$(140,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(140,000)</b>	

### Budget Action Description:

This Budget Action adds \$140,000 GF one-time funding to the Human Services Department (HSD) for harm-reduction and outreach services to street-based sex workers and drug users. HSD will contract with a peer-based, people of color led project, such as the Green Light Project. In addition to direct outreach to sex workers and drug users, funds could be used for harm reduction materials, such as safe sex supplies, safe injection supplies, and fentanyl test kits.

### Budget Action Transactions

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HSD	54	B	1

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Increase appropriation for harm reduction and outreach to sex workers and drug users		0	0	HSD - HS000	HSD - BO-HS-H7000 - Promoting Public Health	00100 - General Fund	2020	\$0	\$140,000



Legislation Text

---

**File #:** CBA HXM-1-A-2, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HXM	1	A	2

**Budget Action Title:** Add \$23,000 for HXM improvements

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Abel Pacheco

Council Members: Bruce Harrell, Kshama Sawant, Debora Juarez, Mike O'Brien, Sally Bagshaw

Staff Analyst: Amy Gore

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$23,000	
<b>Net Balance Effect</b>	<b>\$(23,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(23,000)</b>	

**Budget Action Description:**

This action adds \$23,000 GF to the Office of Hearing Examiner (HXM), including \$8,000 in one-time funding for portable recording equipment and \$15,000 in ongoing funding for a planner to participate in mediation.

Currently, HXM has access to two hearing rooms, one large and one small, resulting in the office only being able to accommodate one large, multi-party public hearing at a time. With the purchase of portable recording equipment, a second larger room could be obtained as needed to conduct two larger hearings simultaneously.

This action also adds \$15,000 ongoing GF to pay for the participation of a planner in the mediation process. Currently, mediation parties must pay for the required participation of a planner.

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
HXM	1	A	2

This additional \$23,000 represents a two percent increase in the HXM appropriations for 2020, bringing the total HXM appropriations to \$1.1 million.

## Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add one-time GF for portable recording equipment.		0	0	HXM - HX000	HXM - BO-HX-V1X00 - Office of the Hearing Examiner	00100 - General Fund	2020	\$0	\$8,000
2	Add ongoing GF for mediation planner		0	0	HXM - HX000	HXM - BO-HX-V1X00 - Office of the Hearing Examiner	00100 - General Fund	2020	\$0	\$15,000



Legislation Text

---

**File #:** CBA LAW-2-A-2, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
LAW	2	A	2

**Budget Action Title:** Add \$113,077 GF to LAW for 1.0 FTE paralegal position to be a trauma informed advocate for domestic violence firearm enforcement

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Lorena González

Council Members: Lisa Herbold, Bruce Harrell, Kshama Sawant, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw

Staff Analyst: Asha Venkataraman

Council Bill or Resolution:

Date	Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
Yes	0									
No	0									
Abstain	0									
Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$113,077	
<b>Net Balance Effect</b>	<b>\$(113,077)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(113,077)</b>	

### Budget Action Description:

This Council Budget Action adds \$113,077 GF and 1.0 FTE paralegal position to the City Attorney's Office (LAW) to support the Regional Domestic Violence Firearm Enforcement Unit (Unit). This includes \$111,077 in ongoing funding and \$2,000 in one-time funding for equipment and office setup. This position will expand the Unit's capacity to address "red flag" cases involving individuals suspected of domestic violence and/or who pose an extreme risk.

The Regional Domestic Violence Firearms Enforcement Unit includes members from the King County Prosecuting Attorney's Office, LAW, the Seattle Police Department, and the King County Sheriff's Office. Formed by King County and Seattle in 2018, the mission of the unit is to reduce gun violence and increase victim and community safety through regional collaboration and proactive enforcement of firearm laws including the Extreme Risk Protection Orders approved by votes in an initiative in 2016.



## 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
LAW	2	A	2

The Unit currently consists of a Program Manager; three dedicated firearms prosecutors; a “Court Coordinator”; a “Court Orders Problem-Solver”; law enforcement personnel to serve and enforce the orders; a DV-Firearms Advocate to help petitioners and their families; and a paralegal and data/records staffer. This additional advocate position will expand the ability of the Unit to serve as the first point of contact for family or household members initiating extreme risk protection orders and will help educate the public and community partners about these protection orders.

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add one time funding for equipment costs		0	0	LAW - LW000	LAW - BO-LW-J1500 - Criminal	00100 - General Fund	2020	\$0	\$2,000
2	Add ongoing funding for licensing and training costs		0	0	LAW - LW000	LAW - BO-LW-J1500 - Criminal	00100 - General Fund	2020	\$0	\$1,000
3	Pocket Adjustments		0	0	LAW - LW000	LAW - BO-LW-J1500 - Criminal	00100 - General Fund	2020	\$0	\$110,077
4	Pocket Adjustments	Paralegal - Law	1	1	LAW - LW000	LAW - BO-LW-J1500 - Criminal	00100 - General Fund	2020	\$0	\$0



Legislation Text

---

**File #:** CBA LAW-3-A-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
LAW	3	A	1

**Budget Action Title:** Cut \$31,366 from LAW to delay hiring of one Assistant City Prosecutor by three months

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Asha Venkataraman

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$(31,366)	
<b>Net Balance Effect</b>	<b>\$31,366</b>	
<b>Total Budget Balance Effect</b>	<b>\$31,366</b>	

### Budget Action Description:

This Council Budget Action cuts \$31,366 GF (one-time) from the City Attorney's Office (LAW) by delaying hiring for the assistant city prosecutor position added in the Mayor's 2020 Proposed Budget by three months rather than supporting full-year costs.

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Cut three months funding from ACP hiring		0	0	LAW - LW000	LAW - BO-LW-J1500 - Criminal	00100 - General Fund	2020	\$0	\$(31,366)



Legislation Text

---

**File #: CBA LAW-5-A-1, Version: 1**

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
LAW	5	A	1

**Budget Action Title:** Cut \$270,648 GF (ongoing) from LAW

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Asha Venkataraman

Council Bill or Resolution:

Date	Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
Yes	0									
No	0									
Abstain	0									
Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$(270,648)	
<b>Net Balance Effect</b>	<b>\$270,648</b>	
<b>Total Budget Balance Effect</b>	<b>\$270,648</b>	

### Budget Action Description:

This Council Budget Action cuts \$270,648 GF from the City Attorney's Office (LAW) which was included in the 2020 Proposed Budget. The 2019 Adopted Budget assumed a salary savings cut that the Mayor restored in the 2020 Proposed Budget with inflation and this Council Budget Action cuts the addition of those funds.

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Cut restoration of vacancy rate assumption		0	0	LAW - LW000	LAW - BO-LW-J1300 - Civil	00100 - General Fund	2020	\$0	\$(270,648)

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
LAW	5	A	1



# SEATTLE CITY COUNCIL

600 Fourth Ave. 2nd Floor  
Seattle, WA 98104

## Legislation Text

---

**File #:** CBA LEG-2-A-2, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
LEG	2	A	2

**Budget Action Title:** Add \$20,770 GF to LEG for two reclassified Communications Division positions

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Bruce Harrell

Council Members: Lisa Herbold, Kshama Sawant, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw

Staff Analyst: Lise Kaye

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

## Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$20,770	
<b>Net Balance Effect</b>	<b>\$(20,770)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(20,770)</b>	

## Budget Action Description:

This action adds \$20,770 GF (ongoing) to the Legislative Department (LEG) to increase the salaries for two reclassified positions in the Communications Division. Both positions, previously classified as Public Relations Specialist, Sr, were reclassified effective May 26, 2019, to Strategic Advisor-Legislative. This Council Budget Action adds \$20,770 to bring the salaries in the pay range for the new classifications.

## Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Increase salary and benefits for position		0	0	LEG - LG000	LEG - BO-LG-G1000 - Legislative Department	00100 - General Fund	2020	\$0	\$10,385



# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
LEG	2	A	2

	#00026859									
2	Increase salary and benefits for position #10003356		0	0	LEG - LG000	LEG - BO-LG-G1000 - Legislative Department	00100 - General Fund	2020	\$0	\$10,385



Legislation Text

---

**File #:** CBA LEG-5-A-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
LEG	5	A	1

**Budget Action Title:** Add \$100,000 GF to LEG to create an infant/parent room

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Sally Bagshaw

Council Members:

Staff Analyst: Lish Whitson

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$100,000	
<b>Net Balance Effect</b>	<b>\$(100,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(100,000)</b>	

### Budget Action Description:

This Council Budget Action would add \$100,000 GF to LEG to create an infant and parent room in City Hall. The City Council passed Resolution 31910, which lays out steps to create an infant-at-work pilot program for the City of Seattle. These funds would allow the Council to dedicate and furnish a room in City Hall that would provide a quiet place for employees to feed and comfort their infants, which is considered a best practice for infant-at-work programs by the Parenting In the Workplace Institute.

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
---	-------------------------	----------------	---------------------	-----	------	-----	------	------	----------------	--------------------

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
LEG	5	A	1

1	Add funding for an infant/parent room		0	0	LEG - LG000	LEG - BO-LG-G1000 - Legislative Department	00100 - General Fund	2020	\$0	\$100,000
---	---------------------------------------	--	---	---	-------------	--	----------------------	------	-----	-----------



Legislation Text

---

**File #:** CBA OCR-1-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OCR	1	B	1

**Budget Action Title:** Add \$15,000 GF to OCR to fund Indigenous People's Day celebrations and impose a proviso

Ongoing: Yes Has Budget Proviso: Yes

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Kshama Sawant

Council Members: Lisa Herbold, Bruce Harrell, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Asha Venkataraman

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$15,000	
<b>Net Balance Effect</b>	<b>\$(15,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(15,000)</b>	

### Budget Action Description:

This Council Budget Action would add \$15,000 GF to the Office for Civil Rights (OCR) to create a stable source of funding for the City of Seattle's annual Indigenous People's Day celebration, including but not limited to the morning march, the daytime City Hall celebration, and the evening celebration at the Day Break Star Center. The Council Budget Action would also impose a proviso.

The Council added \$5,000 in the 2017 Adopted Budget and \$12,000 in the 2019 Adopted Budget, providing OCR with \$17,000 in ongoing funding for Indigenous People's Day. Consistent with the 2020 Endorsed Budget, the 2020 Proposed Budget includes \$17,000 for this purpose. The \$15,000 added in this Council Budget Action would increase ongoing funding to \$32,000.

This Council Budget Action would impose the following budget proviso:

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OCR	1	B	1

"Of the appropriation in the 2020 budget for the Office for Civil Rights, \$15,000 is appropriated solely for supporting Seattle's annual Indigenous People's Day celebration and may be spent for no other purpose."

## Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add funding for Indigenous People's Day		0	0	OCR - CR000	OCR - BO-CR-X1R00 - Civil Rights	00100 - General Fund	2020	\$0	\$15,000



# SEATTLE CITY COUNCIL

600 Fourth Ave. 2nd Floor  
Seattle, WA 98104

## Legislation Text

---

**File #:** CBA OCR-2-B-1, **Version:** 1

---



# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OCR	2	B	1

**Budget Action Title:** Add \$15,000 GF to OCR for Human Rights Day

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Bruce Harrell

Council Members: Lisa Herbold, Kshama Sawant, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Asha Venkataraman

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

## Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$15,000	
<b>Net Balance Effect</b>	<b>\$(15,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(15,000)</b>	

## Budget Action Description:

This Council Budget Action would add \$15,000 GF to the Office for Civil Rights (OCR) to create a stable source of funding for the City's "Human Rights Day" Celebration.

## Background:

The City of Seattle created the Seattle Human Rights Commission in 1963. The Council also recognized December 10th as the official date for commemoration of the adoption of the Universal Declaration of Human Rights. The City has applied human rights principles in its policy-making; in 2012, the City reaffirmed its commitment to promote human rights by proclaiming Seattle a "Human Rights City" and adopting the Universal Declaration of Human Rights through Resolution 31420. A "Human Rights City" consciously aspires to respect, protect, and fulfill universal human rights as spelled out in the Universal

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OCR	2	B	1

Declaration of Human Rights. Along the same lines, the City has been celebrating Human Rights Day since 2000, and the 2020 celebration will be the 21st annual celebration.

Consistent with the 2020 Endorsed Budget, the 2020 Proposed Budget includes no funding to implement this celebration.

## Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add funding for Human Rights Day		0	0	OCR - CR000	OCR - BO-CR-X1R00 - Civil Rights	00100 - General Fund	2020	\$0	\$15,000



Legislation Text

---

**File #:** CBA OCR-3-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OCR	3	B	1

**Budget Action Title:** Add \$15,000 GF to OCR to fund the City's MLK Jr. Unity Day celebration

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Bruce Harrell

Council Members: Lisa Herbold, Kshama Sawant, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Asha Venkataraman

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$15,000	
<b>Net Balance Effect</b>	<b>\$(15,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(15,000)</b>	

### Budget Action Description:

This Council Budget Action would add \$15,000 GF to the Office for Civil Rights (OCR) to provide a stable source of funding for the City's Martin Luther King, Jr. (MLK Jr.) Unity Day celebrations. The City first began programming to celebrate MLK Jr. Unity Day celebrations in 2015, and the City has sponsored a celebration each year since then. The 2020 celebration will be the 6th annual Unity Day.

Consistent with the 2020 Endorsed Budget, the 2020 Proposed Budget does not include any funding in OCR for these celebrations.

### Budget Action Transactions

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OCR	3	B	1

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add funding for MLK, Jr. Unity Day celebrations		0	0	OCR - CR000	OCR - BO-CR-X1R00 - Civil Rights	00100 - General Fund	2020	\$0	\$15,000



# SEATTLE CITY COUNCIL

600 Fourth Ave. 2nd Floor  
Seattle, WA 98104

## Legislation Text

---

**File #:** CBA OCR-4-A-2, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OCR	4	A	2

**Budget Action Title:** Add \$252,876 GF to OCR for 2.0 full time FTE positions to address capacity issues

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Lisa Herbold

Council Members: Bruce Harrell, Kshama Sawant, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Asha Venkataraman

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$252,876	
<b>Net Balance Effect</b>	<b>\$(252,876)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(252,876)</b>	

### Budget Action Description:

This Council Budget Action would add \$252,876 GF to the Office for Civil Rights (OCR) and add two positions: 1.0 FTE dispute resolution mediator for a restorative justice approach to resolution of cases regarding violation of the City's civil rights laws and a 1.0 FTE planning and development specialist II position to help with community outreach.

These positions were added as two part-time temporary positions in the 2019 Second Quarter Supplemental Budget, supported by one-time funding for 2019. Consistent with the 2020 Endorsed Budget, the 2020 Proposed Budget did not include funding for these positions. This Council Budget Action would convert these two part-time, temporary positions into two permanent, full-time positions supported by ongoing funding.

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OCR	4	A	2

## Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Pocket Adjustments		0	0	OCR - CR000	OCR - BO-CR-X1R00 - Civil Rights	00100 - General Fund	2020	\$0	\$252,876
2	Pocket Adjustments	Dispute Resolution Mediator	1	1	OCR - CR000	OCR - BO-CR-X1R00 - Civil Rights	00100 - General Fund	2020	\$0	\$0
3	Pocket Adjustments	Plng&Dev Spec II	1	1	OCR - CR000	OCR - BO-CR-X1R00 - Civil Rights	00100 - General Fund	2020	\$0	\$0





Legislation Text

---

**File #:** CBA OCR-5-A-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OCR	5	A	1

**Budget Action Title:** Cut \$52,404 GF from OCR and delay hiring of new positions by three months

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Asha Venkataraman

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$(52,404)	
<b>Net Balance Effect</b>	<b>\$52,404</b>	
<b>Total Budget Balance Effect</b>	<b>\$52,404</b>	

### Budget Action Description:

This Council Budget Action cuts \$52,404 GF from the Office for Civil Rights (OCR) by delaying hiring for the two proposed position additions in the Mayor's 2020 Proposed Budget by three months rather than supporting full-year costs.

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Cut PDSpecll to 9 months		0	0	OCR - CR000	OCR - BO-CR-X1R00 - Civil Rights	00100 - General Fund	2020	\$0	\$(23,600)
2	Cut SA1 to 9 months		0	0	OCR - CR000	OCR - BO-CR-X1R00 - Civil Rights	00100 - General Fund	2020	\$0	\$(28,804)

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OCR	5	A	1



Legislation Text

---

**File #:** CBA OED-1-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OED	1	B	1

**Budget Action Title:** Add \$100,000 GF (one-time) to OED to conduct an analysis of regional employment dependent on fossil fuels

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Mike O'Brien

Council Members: Lisa Herbold, Kshama Sawant, Abel Pacheco, Debora Juarez, Sally Bagshaw, Lorena González

Staff Analyst: Yolanda Ho

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

## Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$100,000	
<b>Net Balance Effect</b>	<b>\$(100,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(100,000)</b>	

## Budget Action Description:

This Budget Action adds \$100,000 GF (one-time) to the Office of Economic Development (OED) for a consultant study of employment dependent on fossil fuels in the Seattle metropolitan area. The Green New Deal for Seattle (Resolution 31895), adopted by Council in August 2019, established a goal of making Seattle climate pollution-free by 2030, and committed the City to ensuring a just transition for workers whose jobs currently depend on the fossil fuel industry. However, the City lacks data on how many jobs in the region currently depend on the fossil fuel industry, and it is not clear what resources or actions will be required to achieve a just transition.

The goals of the study are to: (1) understand the potential impact to workers as the City acts to reduce reliance on fossil fuels; (2) analyze where job growth is anticipated in clean energy and related industries; and (3) identify strategies for supporting small businesses and their workers as the City

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OED	1	B	1

transitions away from fossil fuels. This study should include, but not be limited to:

1. An analysis of jobs and wages of those directly employed by the fossil fuel industry as well as related industries, such as pipefitters, natural gas appliance businesses, and auto mechanics;
2. A forecast of regional job growth in clean energy and related industries;
3. Interviews and/or focus groups with key stakeholders, including labor unions, workforce training providers, and small business owners; and
4. Recommendations for strategies that the City and its partners can implement to: (a) ensure a just transition for workers, with a particular focus on how to equip workers with the necessary skills to move from jobs reliant on fossil fuels to jobs in the clean energy sector; (b) accelerate and expand job growth in the clean energy sector, if necessary; and (c) ensure that jobs created are family-wage jobs.

The report should be presented to the Sustainability and Transportation Committee, or successor committee, and submitted to the Council Central Staff Executive Director and the Green New Deal Oversight Board by June 30, 2020.

## Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Increase GF support to fund fossil fuel employment study		0	0	OED - ED000	OED - BO-ED-X1D00 - Business Services	00100 - General Fund	2020	\$0	\$100,000



Legislation Text

---

**File #:** SLI OED-2-A-2, **Version:** 1

---

# 2020 Seattle City Council Statement of Legislative Intent

Agenda

Tab	Action	Option	Version
OED	2	A	2

**Budget Action Title:** Request that OED create strategies to connect developers with small businesses and service providers

Ongoing: No Has Attachment: No

Primary Sponsor: Teresa Mosqueda

Council Members: Lisa Herbold, Bruce Harrell, Kshama Sawant, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Yolanda Ho

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

**Statement of Legislative Intent:**

This Statement of Legislative Intent requests that the Office of Economic Development (OED) collaborate with the Office of Housing (OH), Seattle Department of Construction and Inspections (SDCI), and the Office of Planning and Community Development to identify strategies and develop tools that will help connect building owners and developers with small businesses and service providers that are seeking commercial tenancies. This could include, but is not limited to: (1) developing a database of small businesses that are either at risk of displacement or have already been displaced, and an inventory of existing vacant commercial spaces and commercial space under development; (2) information on potential funding opportunities for commercial space, such as the Equitable Development Initiative, Seattle Preschool Program, and child care facilities program; and (3) information on permitting, leasing, licensing, and other applicable processes, rules and other requirements. SDCI and OH should provide these resources to all developers pursuing mixed-use residential projects (both affordable and market-rate) at pre-application meetings.

OED, SDCI, and OH should submit the materials and provide a progress report to the Housing, Health, Energy, and Workers' Rights Committee, or successor committee, and the Council Central Staff Executive Director by May 29, 2020.

**Responsible Council Committee(s):**

Housing, Health, Energy & Workers' Rights

**Date Due to Council:** May 29, 2020





Legislation Text

---

**File #:** CBA OED-4-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OED	4	B	1

**Budget Action Title:** Add \$75,000 GF (ongoing) to OED to support high road apprenticeships

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Teresa Mosqueda

Council Members: Lisa Herbold, Bruce Harrell, Kshama Sawant, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Yolanda Ho

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$75,000	
<b>Net Balance Effect</b>	<b>\$(75,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(75,000)</b>	

### Budget Action Description:

This Budget Action adds \$75,000 GF (ongoing) to the Office of Economic Development (OED) to contract with a non-profit organization that has a history of partnering with municipal governments and businesses to develop career pathways, such as the Workforce Development Council of Seattle-King County (WDC), to support high road apprenticeships. These apprenticeships offer living wages, full benefits, flexibility, participative management, career advancement pathways, and a voice on the job. While OED and the WDC have invested in developing and promoting apprenticeship opportunities, neither has specifically focused on high road apprenticeships.

This action funds a high road apprenticeship coordinator within a non-profit organization dedicated to engaging with existing high road training programs and developing new programs. OED should collaborate with the selected non-profit organization and the MLK Labor to determine specific

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OED	4	B	1

responsibilities for this new role.

## Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Increase GF support for high road apprenticeships		0	0	OED - ED000	OED - BO-ED-X1D00 - Business Services	00100 - General Fund	2020	\$0	\$75,000



Legislation Text

---

**File #:** CBA OED-8-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OED	8	B	1

**Budget Action Title:** Add \$116,291 admissions tax (ongoing) to OED for 1.0 FTE Film and Music Program Lead

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Lisa Herbold

Council Members: Kshama Sawant, Abel Pacheco, Debora Juarez, Sally Bagshaw, Lorena González

Staff Analyst: Yolanda Ho

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
General Fund Revenues	\$0	
General Fund Expenditures	\$0	
Net Balance Effect	\$0	
<b>Other Funds</b>		
Arts and Culture Fund (12400)		
Revenues	\$0	
Expenditures	\$116,291	
Net Balance Effect	\$(116,291)	
<b>Total Budget Balance Effect</b>	<b>\$(116,291)</b>	

**Budget Action Description:**

This Budget Action adds \$116,291 in ongoing admissions tax revenue to the Office of Economic Development (OED) for a Film and Music Program Lead (Strategic Advisor 1, exempt) to focus on managing film and music program functions. Since 2012, management of the film and special events functions has been undertaken by a Film and Special Events Program Lead (1.0 FTE Strategic Advisor

# 2020 Seattle City Council Budget Action

## Agenda

Tab	Action	Option	Version
OED	8	B	1

1). OED has found this dual film and special events managerial role to be inadequate for each of the programs, with the position allocating about 85 percent of its time to special events and 15 percent to film. Separating the duties into two assignments gives OED greater staff capacity to focus on both the film industry as well as the special events industry.

The responsibility of the Film and Music Program Lead position includes, but is not be limited to:

1. Overseeing coordination of permits for film and music events;
2. Providing leadership to interdepartmental teams as an authoritative representative of OED to achieve important City objectives related to the film and music industry;
3. Influencing the film and music permitting processes;
4. Serving as a technical expert in film production to provide direct economic, cultural, and community development impact to the City;
5. Assisting in the development of policies affecting the City's ability to fund and deliver permitting programs and services to drive economic, cultural, and community growth for Seattle;
6. Advising the OED Director, the Special Events Committee, and manager on policies which may involve long-term impacts to the City, City services, partners, or the public;
7. Providing policy direction related to the Creative Economy and film and music industries, and participating in or leading and interdepartmental team, task force, and other public or internal-facing groups or processes;
8. Leading one administrative staff member in the day-to-day aspects of processing and approving permit applications, such as collecting payment for permits and events, issuing materials, receipts, and deposit returns;
9. Creating a system for alerting people who may be impacted by filming activities, such as an email or United States Postal Service mail program;
10. Creating City-issued identification badges for location scouting;
11. Providing assistance with obtaining Occupational Safety and Health Administration safety passports when required by federal law; and
12. Creating pre-approved signage and documentation communicating the planned timing for film shoots that may be posted in the vicinity of the filming location.

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Pocket Adjustments		0	0	OED - ED000	OED - BO-ED-X1D00 - Business Services	12400 - Arts and Culture Fund	2020	\$0	\$116,291
2	Pocket Adjustments	StratAdvsr1,Exempt	1	1	OED - ED000	OED - BO-ED-X1D00 - Business Services	12400 - Arts and Culture Fund	2020	\$0	\$0

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OED	8	B	1



# SEATTLE CITY COUNCIL

600 Fourth Ave. 2nd Floor  
Seattle, WA 98104

## Legislation Text

---

**File #:** SLI OED-10-A-2, **Version:** 1

---



# 2020 Seattle City Council Statement of Legislative Intent

Agenda

Tab	Action	Option	Version
OED	10	A	2

**Budget Action Title:** Request that OED provide recommendations regarding the creation of a film commission

Ongoing: No Has Attachment: No

Primary Sponsor: Lisa Herbold

Council Members: Bruce Harrell, Kshama Sawant, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Yolanda Ho

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

**Statement of Legislative Intent:**

This Statement of Legislative Intent requests that the Office of Economic Development (OED) provide recommendations regarding the creation of a film commission to serve as an independent advisory body to the City Council and Mayor on issues related to the film industry in Seattle. In the 2020 Proposed Budget, the resources previously located within the Office of Film and Music (OFM) will be repurposed to advance OED's new Creative Industry strategy. While the key functions of OFM, such as the permitting support for special events and filming, will remain unchanged, OED's broader strategy may result in a diminished focus on the film industry.

OED should determine if a film commission is necessary, and if so, describe the purpose of the commission, desired qualifications of commission members, and what resources would be needed to support the commission. To develop these recommendations, OED should consult with film industry stakeholders and the Office of Arts and Culture, as needed, and provide a report to the Civil Rights, Utilities, Economic Development, and Arts Committee, or successor committee, and the Council Central Staff Executive Director by April 3, 2020.

**Responsible Council Committee(s):**

Civil Rights, Utilities, Economic Development & Arts

**Date Due to Council:** April 3, 2020



Legislation Text

---

**File #:** CBA OED-12-A-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OED	12	A	1

**Budget Action Title:** Cut \$65,000 GF (one-time) for Creative Industry Policy Advisor in OED

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Yolanda Ho

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

## Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$(65,000)	
<b>Net Balance Effect</b>	<b>\$65,000</b>	
<b>Total Budget Balance Effect</b>	<b>\$65,000</b>	

## Budget Action Description:

This Budget Action cuts \$65,000 GF (one-time) from the Office of Economic Development (OED) of the \$164,000 GF appropriated for the Creative Industry Policy Advisor (Strategic Advisor 2) in the 2020 Proposed Budget. The position is intended to support the implementation of OED's Creative Industry sector strategy with marketing, stakeholder management, and policy research and development. This action delays filling the position from January 1 to June 1, 2020.

## Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Decrease GF support		0	0	OED - ED000	OED - BO-ED-X1D00 -	00100 - General Fund	2020	\$0	\$(65,000)

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OED	12	A	1

	for Creative Industry Policy Advisor				Business Services				
--	---	--	--	--	-------------------	--	--	--	--



Legislation Text

---

**File #:** CBA OED-13-A-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OED	13	A	1

**Budget Action Title:** Cut \$100,000 GF (ongoing) for business recruitment and retention consultant services in OED

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Yolanda Ho

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$(100,000)	
<b>Net Balance Effect</b>	<b>\$100,000</b>	
<b>Total Budget Balance Effect</b>	<b>\$100,000</b>	

### Budget Action Description:

This Budget Action cuts \$100,000 GF (ongoing) from the Office of Economic Development (OED) for business recruitment and retention consultant services. Last year, the Council adopted Green Sheet 22-4-A-1-2019, which cut \$100,000 from OED's 2019 Adopted and 2020 Endorsed Budgets that was proposed to support Greater Seattle Partners, a public-private regional economic development corporation. Despite this action, the Executive fully funded this contract in 2019. This action cuts funding for this contract from OED's baseline that was included in the 2020 Proposed Budget.

### Budget Action Transactions

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OED	13	A	1

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Decrease GF support for business recruitment and retention consultant services		0	0	OED - ED000	OED - BO-ED-X1D00 - Business Services	00100 - General Fund	2020	\$0	\$(100,000)



Legislation Text

---

**File #:** CBA OED-19-A-2, **Version:** 1

---



# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OED	19	A	2

**Budget Action Title:** Add \$200,000 GF (one-time) to OED to support redevelopment of the Seattle Vocational Institute

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Bruce Harrell

Council Members: Lisa Herbold, Kshama Sawant, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Yolanda Ho

Council Bill or Resolution:

Date	Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
Yes	0									
No	0									
Abstain	0									
Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$200,000	
<b>Net Balance Effect</b>	<b>\$(200,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(200,000)</b>	

### Budget Action Description:

This Budget Action adds \$200,000 GF (one-time) to the Office of Economic Development (OED) to provide funding to the Central District Community Preservation and Development Authority (CD CPDA) for costs associated with the redevelopment of the Seattle Vocational Institute (SVI) building in the Central District.

As part of the 2019 Adopted and 2020 Endorsed Budgets, the Council adopted Green Sheet 13-4-B-1-2019, which added \$100,000 GF to Finance General to support a feasibility study for the proposed CD CPDA. The funds were used to match funding from the State of Washington and King County to conduct initial planning and outreach work for the CD CPDA that is expected to be completed at the end of December 2019. Earlier this year, the Washington State Legislature passed and the Governor signed House Bill 1918, establishing the CD CPDA.

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OED	19	A	2

The intended source of ongoing revenue for the CD CPDA is rental income from the building currently occupied by SVI, which is owned by Seattle Colleges. Title to the property will be transferred from Seattle Colleges to the CD CPDA following the appointment of its Board of Directors around the end of 2019. The CD CPDA is requesting \$21.5 million in capital construction funding from the State of Washington and \$2 million from King County for design, engineering, construction, and operating costs for an 18-month period before, during, and after construction. This funding will match and support these costs.

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Increase GF support for Seattle Vocational Institute pre-development costs		0	0	OED - ED000	OED - BO-ED-X1D00 - Business Services	00100 - General Fund	2020	\$0	\$200,000



Legislation Text

---

**File #:** CBA OEO-1-A-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OEO	1	A	1

**Budget Action Title:** Reduce OEO's relocation funds by \$135,250 GF in 2020 (one-time)

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Karina Bull

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$(135,250)	
<b>Net Balance Effect</b>	<b>\$135,250</b>	
<b>Total Budget Balance Effect</b>	<b>\$135,250</b>	

### Budget Action Description:

This Budget Action would reduce relocation funds for the Office of Employee Ombud (OEO) by \$135,250 GF in 2020 (one-time). The 2020 Proposed Budget included \$541,000 in one-time funding for relocating to a larger office space to support a growing staff and operational needs. This budget action would reduce this amount by \$135,250 and provide OEO with \$405,750 (\$541,000 less \$135,250) in one-time funding to cover those costs.

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Reduce relocation		0	0	OEO - EM000	OEO - BO-EM-V10MB -	00100 - General Fund	2020	\$0	\$(135,250)

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OEO	1	A	1

funds					Office of Employee Ombud				
-------	--	--	--	--	-----------------------------	--	--	--	--



Legislation Text

---

**File #:** CBA OIG-1-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OIG	1	B	1

**Budget Action Title:** Add \$80,000 GF in 2020 (ongoing) to OIG to allow for contracting with outside legal counsel and impose a proviso

Ongoing: Yes Has Budget Proviso: Yes

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Lorena González

Council Members: Bruce Harrell, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw

Staff Analyst: Greg Doss

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

## Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$80,000	
<b>Net Balance Effect</b>	<b>\$(80,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(80,000)</b>	

## Budget Action Description:

Budget Action Description:

This Council Budget Action adds \$80,000 GF in 2020 (ongoing) to the Office of Inspector General for Public Safety (OIG) for the retention of legal services in order to receive independent legal advice and representation in policing-related matters, particularly with relation to United States v. Seattle, before the U.S. District Court of Western Washington. This Council budget action also imposes a proviso.

No funding for this purpose was included in either the 2020 Endorsed or the 2020 Proposed Budget. The \$80,000 would provide funding to hire independent legal counsel in the event that the OIG finds itself in conflict with the Seattle City Attorney. This type of conflict happened in 2019 when another police accountability agency, the Community Police Commission, chose to independently file a brief that

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OIG	1	B	1

responded to an order by the Honorable Judge Robart, pursuant to the 2012 Settlement Agreement between the U.S. District Court and the City of Seattle.

The Seattle City Attorney's Office provides legal services to the Executive and Legislative Branches, except when there is a conflict of interest, specific expertise is required, or existing staff is at capacity. In other instances, a City department may not wish to be represented by the City Attorney's Office because there is disagreement about a particular course of action. In these instances, a department may be required to use its operating budget to retain outside counsel. The cost of outside legal counsel can be difficult for a small city department, such as the police accountability agencies established in Ordinance 125315, to cover within existing appropriation levels.

This Council Budget Action imposes the following proviso:

"Of the appropriation in the 2020 budget for the Office of Inspector General for Police, \$80,000 is appropriated solely for the retention of outside legal counsel for an attorney-client relationship only, and may be spent for no other purpose."

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add \$80,000 GF in 2020 (ongoing) to OIG to allow for contracting with outside legal counsel		0	0	OIG - IG000	OIG - BO-IG-1000 - Office of Inspector General for Public Safety	00100 - General Fund	2020	\$0	\$80,000





Legislation Text

---

**File #:** CBA OIG-2-A-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OIG	2	A	1

**Budget Action Title:** Add 1.0 FTE to OIG to create an Operations Manager Position

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No

Primary Sponsor: Lorena González

Council Members:

Staff Analyst: Greg Doss

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$0	
<b>Net Balance Effect</b>	<b>\$0</b>	
<b>Total Budget Balance Effect</b>	<b>\$0</b>	

### Budget Action Description:

This Budget Action would add 1.0 FTE to the Office of the Inspector General for Public Safety (OIG) for an Operations Manager Position.

Compared with the 2020 Endorsed Budget, the 2020 Proposed Budget adds funding and position authority for two auditor positions: One Senior Auditor \$171,000 (1.0 FTE) and one Auditor \$159,000 (1.0 FTE). Neither the 2020 Endorsed Budget nor the 2020 Proposed Budget provides position authority or funding for an Operations Manager position, which the OIG requested during the development of the Mayor's 2020 Proposed Budget.

OIG staff have expressed a need to increase operational capacity to perform finance, budget, public disclosure, and human resource functions. Many of the finance and human resource duties continue to be performed with the assistance of Legislative Department staff.

## 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OIG	2	A	1

OIG indicates that no new funding is required in 2020. OIG indicates that it can fund the new position with salary savings in 2020. However, OIG would require approximately \$149,000 in additional ongoing annual funding beginning in 2021 in order to pay for ongoing salary, benefits, and indirect costs associated with the new position.

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Pocket Adjustments	StratAdvsr2,Exempt	1	1	OIG - IG000	OIG - BO-IG-1000 - Office of Inspector General for Public Safety	00100 - General Fund	2020	\$0	\$0



Legislation Text

---

**File #:** CBA OIRA-1-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OIRA	1	B	1

**Budget Action Title:** Add \$375,000 one-time GF for Rapid Response Fund

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Lorena González

Council Members: Lisa Herbold, Kshama Sawant, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw

Staff Analyst: Amy Gore

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$375,000	
<b>Net Balance Effect</b>	<b>\$(375,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(375,000)</b>	

### Budget Action Description:

This action adds \$375,000 GF (one-time) to the Office of Immigrant and Refugee Affairs (OIRA) to reestablish the Rapid Response Fund, which was funded with \$150,000 GF in 2017. This fund will support specialized “Know Your Rights” clinics for Deferred Action for Childhood Arrivals (DACA) and Temporary Protected Status (TPS) programs, fund additional community support for outreach regarding public charge and other rule changes that impact access to services utilized by immigrant and refugee residents, and respond to emerging threats from the Trump Administration and policy changes that impact the immigrant and refugee community.

This action increases total appropriations for OIRA from \$3.9 million in the 2020 Proposed Budget to \$4.3 million, an increase of 9 percent.

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OIRA	1	B	1

## Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add one-time GF for Rapid Response Fund		0	0	OIRA - IA000	OIRA - BO-IA-X1N00 - Office of Immigrant and Refugee Affairs	00100 - General Fund	2020	\$0	\$375,000



Legislation Text

---

**File #:** CBA OIRA-3-A-2, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OIRA	3	A	2

**Budget Action Title:** Add \$50,000 GF (one-time) for Deferred Action for Childhood Arrivals and Temporary Protected Status application scholarship funding

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Abel Pacheco

Council Members: Lisa Herbold, Kshama Sawant, Debora Juarez, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Amy Gore

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$50,000	
<b>Net Balance Effect</b>	<b>\$(50,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(50,000)</b>	

### Budget Action Description:

This action adds \$50,000 of one-time GF to the Office of Immigrant and Refugee Affairs (OIRA) to provide scholarships to Seattle residents applying to renew their Deferred Action for Childhood Arrivals (DACA) or Temporary Protected Status (TPS) status. Depending on circumstances, DACA and TPS renewal application fees range from \$85 to \$495 per applicant.

In 2018, OIRA used \$20,000 of one-time funding to partner with 21 Progress to provide grants to DACA renewal applicants. There was not funding for this purpose in the 2019 Adopted Budget or in the 2020 Endorsed or Proposed Budget.

### Budget Action Transactions



# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OIRA	3	A	2

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add GF for DACA and TPS scholarships		0	0	OIRA - IA000	OIRA - BO-IA-X1N00 - Office of Immigrant and Refugee Affairs	00100 - General Fund	2020	\$0	\$50,000



Legislation Text

---

**File #:** CBA OPA-1-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OPA	1	B	1

**Budget Action Title:** Add \$80,000 GF in 2020 (ongoing) to OPA to allow for contracting with outside legal counsel and impose a proviso

Ongoing: Yes Has Budget Proviso: Yes

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Lorena González

Council Members: Kshama Sawant, Debora Juarez, Mike O'Brien, Sally Bagshaw

Staff Analyst: Greg Doss

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$80,000	
<b>Net Balance Effect</b>	<b>\$(80,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(80,000)</b>	

### Budget Action Description:

This Council Budget Action adds \$80,000 GF in 2020 (ongoing) to the Office of Police Accountability (OPA) for the retention of legal services in order to receive independent legal advice and representation in policing-related matters, particularly with relation to United States v. Seattle, before the U.S. District Court of Western Washington. This Council budget action also imposes a proviso.

No funding for this purpose was included in either the 2020 Endorsed or the 2020 Proposed Budget. The \$80,000 would provide funding to hire independent legal counsel in the event that the OPA finds itself in conflict with the Seattle City Attorney. This type of conflict happened in 2019 when another police accountability agency, the Community Police Commission, chose to independently file a brief that responded to an order by the Honorable Judge Robart, pursuant to the 2012 Settlement Agreement between the U.S. District Court and the City of Seattle.

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OPA	1	B	1

The Seattle City Attorney's Office provides legal services to the Executive and Legislative Branches, except when there is a conflict of interest, specific expertise is required, or existing staff is at capacity. In other instances, a City department may not wish to be represented by the City Attorney's Office because there is disagreement about a particular course of action. In these instances, a department may be required to use its operating budget to retain outside counsel. The cost of outside legal counsel can be difficult for a small city department, such as the police accountability agencies established in Ordinance 125315, to cover within existing appropriation levels.

This Council Budget Action imposes the following proviso:

"Of the appropriation in the 2020 budget for the Office of Police Accountability, \$80,000 is appropriated solely for the retention of outside legal counsel for an attorney-client relationship only, and may be spent for no other purpose."

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add \$80,000 GF in 2020 (ongoing) to OPA to allow for contracting with outside legal counsel		0	0	SPD - SP000	SPD - BO-SP-P1300 - Office of Police Accountability	00100 - General Fund	2020	\$0	\$80,000



Legislation Text

---

**File #:** CBA OPCD-1-A-2, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OPCD	1	A	2

**Budget Action Title:** Proviso \$150,000 in 2020 for Comprehensive Plan Outreach and Engagement in OPCD

Ongoing: No Has Budget Proviso: Yes

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Teresa Mosqueda

Council Members: Lisa Herbold, Bruce Harrell, Kshama Sawant, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Lish Whitson

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

## Budget Action Description:

This Budget Action imposes a proviso \$150,000 GF in the Office of Planning and Community Development's (OPCD) budget proposed for outreach and engagement work regarding the next major Comprehensive Plan update. The proviso will be lifted after OPCD presents its work plan, including plans for a Racial Equity Toolkit, to the Planning, Land Use and Zoning Committee, or its successor committee.

Under the Washington State Growth Management Act, the City is required to update its Comprehensive Plan every eight years. The next major update is due in 2023. The Urban Village Strategy for growth was adopted as a foundation of the Comprehensive Plan in 1994 and has been the guiding strategy for comprehensive plans in Seattle ever since. The purpose of the urban village strategy is to concentrate growth in "urban villages" and "urban centers" where jobs, transit and services are readily available.

In the 25 years since adoption of the first Comprehensive Plan, communities of color throughout the city have been displaced from areas like the Central District. Data suggests that this is largely driven by a lack of housing options, particularly in areas with high access to opportunity north of the Ship Canal, in the face of unanticipated growth. Coupled with restrictions on development capacity, this has led to gentrification of areas such as the Central District, Chinatown-International District, Beacon Hill, Columbia City, and Delridge.

In 2018, the Council adopted Statement of Legislative Intent (SLI) 29-4-B-1, which requested that "OPCD, DON, and OCR prepare a racial equity analysis of Seattle's strategy for accommodating growth" as part of "pre-planning work in anticipation of the next major update to the Comprehensive Plan." The Council has received a preliminary response to this SLI. A final response is due on December 1, 2019.

# 2020 Seattle City Council Budget Action

## Agenda

Tab	Action	Option	Version
OPCD	1	A	2

This Council Budget Action would impose the following budget proviso:

"None of the money appropriated in the 2020 budget for the Office of Planning and Community Development for outreach and engagement regarding the next major update to the Comprehensive Plan may be spent unless the Chair of the Council's Planning, Land Use and Zoning committee, or the successor committee with purview over the Office of Planning and Community Development, files a certification with the City Clerk that the Office of Planning and Community Development, the Department of Neighborhoods, and the Office for Civil Rights have briefed the committee on their work plan for Comprehensive Plan outreach and engagement, including a racial equity toolkit."



Legislation Text

---

**File #:** CBA OPCD-2-B-1, **Version:** 1

---



# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OPCD	2	B	1

**Budget Action Title:** Proviso \$500,000 in OPCD for the Comprehensive Plan Environmental Impact Statement

Ongoing: No Has Budget Proviso: Yes

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Teresa Mosqueda

Council Members: Lisa Herbold, Kshama Sawant, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Lish Whitson

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

**Budget Action Description:**

This Budget Action imposes a proviso on \$500,000 in the Office of Planning and Community Development's (OPCD's) budget to ensure that certain issues are studied in an Environmental Impact Statement (EIS) if an EIS is required for the next major Comprehensive Plan update. Any EIS would study a range of alternatives. OPCD expects to use these funds to contract with a consultant to prepare the EIS. The proviso requires that the contract with an EIS consultant provides for:

- (1) Analysis of a growth alternative addressing additional housing capacity and diversity - including duplexes, triplexes, fourplexes, and row houses - in areas of the city currently zoned exclusively for single-family houses;
- (2) Development of strategies to minimize displacement of low-income residents and communities of color; and
- (3) Analysis of an alternative name for single-family areas and single-family zones, such as Neighborhood Residential.

**Background**

Seattle's Comprehensive Plan is a 20-year vision and roadmap for Seattle's future growth. A major update is undertaken every eight years. The City's next Comprehensive Plan update will look ahead to June 2023. OPCD is conducting pre-planning in 2019 and will formally launch the Comprehensive Plan update process in 2020.

The Comprehensive Plan's "Urban Village Strategy" for growth, adopted in 1994, concentrates jobs,

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OPCD	2	B	1

housing, and services into four categories of urban villages. It has been the guiding strategy for Comprehensive Plans in Seattle ever since. Of all the areas that allow residential uses in Seattle, 25 percent allows for multifamily residential development, while 75 percent is zoned exclusively for single-family detached houses.

Seattle has seen unprecedented growth over the last decade, adding more than 120,000 residents since 2010 - and this trend is expected to continue. Since 2006, over 80 percent of Seattle's growth has occurred in urban centers and villages. Only 5 percent of new housing units in Seattle from 2010 to 2017 were built in areas zoned Single-family. Even as the population of Seattle as a whole has increased significantly, the population density in some single-family areas has decreased.

Statement of Legislative Intent 29-4-B-1-2019 requested that "OPCD, DON, and OCR prepare a racial equity analysis of Seattle's strategy for accommodating growth" as part of "pre-planning work in anticipation of the next major update to the Comprehensive Plan." The racial equity toolkit is expected to provide policy options to increase the equity of Seattle's growth strategy and address the legacy of discrimination and exclusion in Seattle's public policies and investments, in particular the inequity inherent in the City's Single-family zoning. Washington State House Bill 1923 amended the Revised Code of Washington to encourage cities to adopt additional methods to accommodate residential growth.

Environmental review will likely be required for any policy options to promote greater economic and racial diversity across Seattle's communities by allowing greater housing flexibility in Seattle's current single-family zones. Any EIS will study a range of alternatives. This proviso requires that changes to single-family zones and other alternatives to minimize displacement be among the alternatives studied if an EIS is prepared for the next major Comprehensive Plan update.

This Council budget action would impose the following budget proviso:

"Of the appropriation in the Office of Planning and Community Development (OPCD), \$500,000 is appropriated solely for the purpose of retaining a consultant or consultants to prepare an Environmental Impact Statement (EIS), if it is determined by OPCD that an EIS is warranted based on the proposed impacts of the next major Comprehensive Plan update. If required, OPCD is expected to sign a contract for consultant assistance to prepare an EIS in 2020. The appropriation may not be used for any other purpose. If OPCD determines that an EIS is necessary for the next major update, OPCD shall file with the City Clerk a contract with a consultant to study a range of alternatives, including, but not limited to:

1. At least one growth alternative that provides additional housing capacity and housing type diversity in single-family areas.
2. At least one growth alternative that uses other strategies to minimize displacement of low-income residents and communities of color.
3. At least one growth alternative that studies an alternative name for Single-family zones, such as Neighborhood Residential.

The areas of study identified (items 1-3 above) may be combined into one alternative or studied separately. In developing the EIS scope, OPCD should consider other actions to increase residential building capacity, such as those listed in RCW 36.70A.600."



Legislation Text

---

**File #:** CBA OPCD-3-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OPCD	3	B	1

**Budget Action Title:** Add \$35,000 GF to OPCD for a natural capital valuation study

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Lisa Herbold

Council Members: Mike O'Brien, Sally Bagshaw

Staff Analyst: Lish Whitson

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$35,000	
<b>Net Balance Effect</b>	<b>\$(35,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(35,000)</b>	

### Budget Action Description:

This Council Budget Action adds \$35,000 GF to the Office of Planning and Community Development (OPCD) to contract with an expert in ecosystem services to identify how critical ecosystem services may be incorporated into key areas of City planning and reporting to advance the City's environmental sustainability priorities, with a focus on environmental justice and racial equity. OPCD intends to begin work on the next Comprehensive Plan update in 2020. These funds would be used to consult with experts in ecosystem services on how to embed valuation of natural resources and recognition of ecosystem services into the scope of the next major update to the Comprehensive Plan.

### Budget Action Transactions

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OPCD	3	B	1

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Increase GF support for natural capital valuation study		0	0	OPCD - PC000	OPCD - BO-PC-X2P00 - Planning and Community Development	00100 - General Fund	2020	\$0	\$35,000



Legislation Text

---

**File #:** CBA OPCD-100-A-1, **Version:** 1

---

Pass CB 119676 OPCD Equitable Development Initiative interfund loan extension

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OPCD	100	A	1

**Budget Action Title:** Pass CB 119676 OPCD Equitable Development Initiative interfund loan extension

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Lish Whitson

Council Bill or Resolution: CB 119676

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

**Budget Action Description:**

This Council Budget Action recommends passage of Council Bill (C.B.) 119676. This legislation would extend an interfund loan for the Equitable Development Initiative (EDI) program by one year to December 31, 2020. Without the extension, the interfund loan is due on December 31, 2019. With the extension, the interfund loan will be paid from the sale of the former Civic Square Block (anticipated in 2020).



Legislation Text

---

**File #:** CBA OSE-1-B-1, **Version:** 1

---



# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OSE	1	B	1

**Budget Action Title:** Add \$136,291 GF and 1.0 FTE Strategic Advisor 1 to OSE to support the Green New Deal Oversight Board and the climate action interdepartmental team and impose a proviso

Ongoing: Yes Has Budget Proviso: Yes

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Mike O'Brien

Council Members: Lisa Herbold, Bruce Harrell, Kshama Sawant, Abel Pacheco, Debora Juarez, Sally Bagshaw, Lorena González

Staff Analyst: Yolanda Ho

Council Bill or Resolution:

Date	Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0								
	No	0								
	Abstain	0								
	Absent	0								

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$136,291	
<b>Net Balance Effect</b>	<b>\$(136,291)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(136,291)</b>	

**Budget Action Description:**

This Budget Action adds \$136,291 GF in ongoing support to the Office of Sustainability and Environment (OSE). In September 2019, the Council passed Ordinance 125926, establishing the Green New Deal Oversight Board (Board) and creating an interdepartmental team (IDT) to implement climate actions. The legislation anticipated that both entities would be staffed by OSE, which does not currently have sufficient staff capacity to support either. This action provides staff support for the Board and IDT by adding \$116,291 GF for 1.0 FTE Strategic Advisor 1, assuming a start date of April 1, 2020. It also adds \$20,000 GF to compensate Board members for whom participating on the Board presents a financial hardship; this amount assumes all 19 members qualify for half of the year.

The Strategic Advisor position will provide administrative support for the Board and coordinate the efforts

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OSE	1	B	1

of the IDT, which will be comprised of representatives from the Department of Parks and Recreation, Seattle Department of Transportation, Office of Planning and Community Development, Seattle Department of Construction and Inspections, Office of Housing, Seattle Public Utilities, Seattle City Light, Office of Economic Development, Seattle Department of Human Resources, Office of Emergency Management, Department of Neighborhoods, the Mayor's Office, City Council, City Council Central Staff, and other departments as needed. The IDT will facilitate the development and creation of annual climate actions for all City departments that will collectively result in the elimination of climate pollutants by 2030, and measure progress towards this goal.

This Budget Action imposes the following budget proviso:

"Of the appropriation in the 2020 budget for the Office of Sustainability and Environment, \$20,000 is appropriated solely for compensation to Green New Deal Oversight Board members for whom participation on the Board presents a financial hardship and may be spent for no other purpose."

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Increase GF support for Green New Deal Oversight Board member compensation		0	0	OSE - SE000	OSE - BO-SE-X1000 - Office of Sustainability and Environment	00100 - General Fund	2020	\$0	\$20,000
2	Pocket Adjustments		0	0	OSE - SE000	OSE - BO-SE-X1000 - Office of Sustainability and Environment	00100 - General Fund	2020	\$0	\$116,291
3	Pocket Adjustments	StratAdvsr1,Exempt	1	1	OSE - SE000	OSE - BO-SE-X1000 - Office of Sustainability and Environment	00100 - General Fund	2020	\$0	\$0



Legislation Text

---

**File #:** CBA OSE-2-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OSE	2	B	1

**Budget Action Title:** Add \$765,000 Sweetened Beverage Tax (SBT) to OSE, add \$960,000 SBT to HSD, add \$300,000 SBT to SPR, add \$475,000 SBT to DEEL, cut \$2,500,000 SBT from DON, and impose a proviso

Ongoing: No Has Budget Proviso: Yes

Has CIP Amendment: No Has Attachment: Yes

Primary Sponsor: Mike O'Brien

Council Members: Abel Pacheco, Sally Bagshaw, Lorena González

Staff Analyst: Yolanda Ho

Council Bill or Resolution:

Date	Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
Yes	0									
No	0									
Abstain	0									
Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
General Fund Revenues	\$0	
General Fund Expenditures	\$0	
Net Balance Effect	\$0	
<b>Other Funds</b>		
Sweetened Beverage Tax Fund (00155)		
Revenues	\$0	
Expenditures	\$0	
Net Balance Effect	\$0	
<b>Total Budget Balance Effect</b>	<b>\$0</b>	

**Budget Action Description:**

This Budget Action reduces one-time Sweetened Beverage Tax (SBT) support for capital improvements in the P-Patch program in the Department of Neighborhood (DON) from \$3,000,000 to \$500,000. Currently, the P-Patch Program receives \$200,000 of Parks District funding annually to support

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OSE	2	B	1

maintenance but has otherwise not received substantial capital improvement funding since 2008.

The \$2,500,000 decrease in SBT is redirected to other priorities, including those identified by the SBT Community Advisory Board (CAB). This action increases SBT support in the Office of Sustainability and Environment (OSE), Human Services Department (HSD), Department of Education and Early Learning (DEEL) and Seattle Parks and Recreation (SPR) for the following one-time expenditures, all of which are eligible for SBT funding under Seattle Municipal Code 5.53.055:

1. Adds \$75,000 SBT to OSE for consultant services to assess scratch cooking infrastructure at Seattle Public Schools (SPS). SPS Nutrition Services does not currently have the capability to prepare food from scratch, which would improve the freshness, quality, variety, and taste of school food. An assessment of operational and renovation requirements to transition to scratch cooking will provide SPS with recommendations and cost estimates to implement this change;
2. Adds \$300,000 SBT to SPR and \$140,000 SBT to OSE for installation of water bottle filling stations at community centers and Seattle Public Schools, respectively, to encourage youth to drink more water. Investments should be prioritized for neighborhoods with higher proportions of low-income households and people of color;
3. Adds \$960,000 SBT to HSD to provide micro-grants to food banks, meal program sites, and home child care programs for kitchen equipment and supplies, such as refrigerators, commercial grade ovens and other appliances, to help them provide fresh food options;
4. Adds \$225,000 SBT to OSE for consultant services to develop an evaluation plan for all SBT-supported programs. This will assess the evaluation capacity needs across SBT-funded programs and services and create a plan to evaluate these programs and services, including identifying shared measurement protocols to collect common measures;
5. Adds \$100,000 SBT to DEEL to develop strategies to provide diapers to families for whom a lack of access to diapers presents a barrier to using child care services;
6. Adds \$225,000 SBT to OSE for an additional 450 Fresh Bucks vouchers, which received a \$2,000,000 SBT increase in the 2020 Proposed Budget. This allows OSE to offer a total of 6,450 vouchers to both SNAP-eligible residents and those in the "food security gap" (i.e., people who experience food insecurity but do not qualify for other food assistance programs);
7. Adds \$375,000 SBT to DEEL to evaluate how the City can facilitate connecting families with child care providers and develop strategies based on best practices from other jurisdictions. This could involve developing informational materials (e.g., one-pagers and booklets), including translation services, to help connect families with child care providers and conduct community outreach to distribute these materials; and
8. Adds \$100,000 SBT to OSE for consultant support to assist with the CAB's annual report and other materials, and analyze key issue areas, such as opportunities and gaps in prenatal-to-aged three programs and services in Seattle.

This Budget Action imposes the following proviso:

"Of the appropriations in the 2020 budget for the Department of Neighborhoods, \$500,000 is appropriated for capital improvements for P-Patch gardens located within Healthy Food Priority Areas, as

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
OSE	2	B	1

presented on page 22 of the Healthy Food Availability & Food Bank Network Report, published in February 2019, and may be spent for no other purpose. Furthermore, the Council anticipates that funding will be prioritized for gardens located within areas where all three factors - lower income, longer travel times to healthy food retailers, and higher percentage of unhealthy food retailers - are present."

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Increase SBT support for strategies to provide families with diapers		0	0	DEEL - EE000	DEEL - BO-EE-IL100 - Early Learning	00155 - Sweetened Beverage Tax Fund	2020	\$0	\$100,000
2	Increase SBT support to connect families to child care		0	0	DEEL - EE000	DEEL - BO-EE-IL100 - Early Learning	00155 - Sweetened Beverage Tax Fund	2020	\$0	\$375,000
3	Decrease SBT support for P-Patch program		0	0	DON - DN000	DON - BO-DN-I3300 - Community Building	00155 - Sweetened Beverage Tax Fund	2020	\$0	\$(2,500,000)
4	Increase SBT for micro-grants to purchase supplies		0	0	HSD - HS000	HSD - BO-HS-H1000 - Supporting Affordability and Livability	00155 - Sweetened Beverage Tax Fund	2020	\$0	\$960,000
5	Increase SBT support for Community Advisory Board consultant support		0	0	OSE - SE000	OSE - BO-SE-X1000 - Office of Sustainability and Environment	00155 - Sweetened Beverage Tax Fund	2020	\$0	\$100,000
6	Increase SBT support for evaluation plan		0	0	OSE - SE000	OSE - BO-SE-X1000 - Office of Sustainability and Environment	00155 - Sweetened Beverage Tax Fund	2020	\$0	\$225,000
7	Increase SBT support for Fresh Bucks vouchers		0	0	OSE - SE000	OSE - BO-SE-X1000 - Office of Sustainability and Environment	00155 - Sweetened Beverage Tax Fund	2020	\$0	\$225,000
8	Increase SBT support for scratch cooking at Seattle Public Schools		0	0	OSE - SE000	OSE - BO-SE-X1000 - Office of Sustainability and Environment	00155 - Sweetened Beverage Tax Fund	2020	\$0	\$75,000
9	Increase SBT support for water filling stations at Seattle Public Schools		0	0	OSE - SE000	OSE - BO-SE-X1000 - Office of Sustainability and Environment	00155 - Sweetened Beverage Tax Fund	2020	\$0	\$140,000
10	Increase SBT support for water bottle filling stations at community centers		0	0	SPR - PR000	SPR - BO-PR-10000 - Cost Center Maintenance and Repairs	00155 - Sweetened Beverage Tax Fund	2020	\$0	\$300,000

# Healthy Food Availability & Food Bank Network Report

FEBRUARY 2019

Public Health  
Seattle & King County



UWcphn  
455



Seattle Children's<sup>®</sup>  
HOSPITAL · RESEARCH · FOUNDATION

Research Institute

### **SUGGESTED CITATION**

Bolt K, Carter L, Casey D, Chan NL, Chen R, Jones-Smith JC, Knox M, Oddo VM, Podrabsky M, Saelens BE, Schachter A, Ta M, Pinero Walkinshaw L, Yang A. Healthy Food Availability & Food Bank Network Report. Report for City of Seattle and Seattle City Council. Feb 2019.

### **CONTACT INFORMATION**

Nadine L. Chan, PhD, MPH

[Nadine.chan@kingcounty.gov](mailto:Nadine.chan@kingcounty.gov)

206-263-8784

### **FUNDING SOURCE**

This report is funded by City of Seattle Sweetened Beverage Tax Ordinance 125324.



## CONTENTS

<b>EXECUTIVE SUMMARY   Healthy food availability &amp; food bank network</b>	<b>3</b>
<b>SECTION 1   What do we know about access to healthy food?</b>	<b>5</b>
Objective	6
Results	6
Discussion	11
<b>SECTION 2   Assessment of food environments by neighborhood: which areas should we prioritize for increasing access to healthy food?</b>	<b>16</b>
Objective	17
Results	17
Discussion	23
<b>SECTION 3   What is the price and availability of healthy food in Seattle stores?</b>	<b>32</b>
Objective	33
Results	33
Discussion	46
<b>SECTION 4   A. Who experiences food insecurity in Seattle? B. Who falls into the “food security gap”?</b>	<b>56</b>
Objective	57
Section 4A. Who experiences food insecurity in Seattle?	57
Results	57
Section 4b. Who falls into the food security gap?	67
Results	67
Discussion	69
<b>SECTION 5   Meeting the need: What do we know about Seattle’s food bank network?</b>	<b>85</b>
Objective	86
Results	87
Discussion	96
<b>APPENDIX A   Evaluation team structure and team biographies</b>	<b>103</b>
<b>APPENDIX B   Seattle healthy food survey</b>	<b>110</b>
<b>APPENDIX C   Ground truthing</b>	<b>129</b>
<b>APPENDIX D   Data sources of UW CPHN SNAP-eligible data</b>	<b>133</b>
<b>APPENDIX E   Food bank network analysis appendix items</b>	<b>136</b>

## EXECUTIVE SUMMARY | HEALTHY FOOD AVAILABILITY & FOOD BANK NETWORK

The Seattle Sweetened Beverage Tax Ordinance 125324 requires the “4) identification and assessment of food deserts in the city and 5) [assessment of] the effectiveness and efficiency of the food bank network in the city.” Input from the Sweetened Beverage Tax Community Advisory Board, the Seattle Sweetened Beverage Tax Evaluation City Review Team, community and research experts, and published studies shaped our approach to developing this report, which has five sections (Figure 1):

### KEY FINDINGS

- 1. What do we know about access to healthy food?** From an early almost exclusive focus on the physical distance to supermarkets – the original “food desert” – our understanding of access to healthy food has evolved to include five dimensions of access: *availability, accessibility/convenience, affordability, acceptability, and accommodation.*
- 2. Which Seattle areas should we prioritize for increasing access to healthy food?** When we expand the assessment of food environments to include income, travel times to healthy food retailers, and how inundated an area is by retailers selling less healthy food, we find that healthy food priority areas are clustered near the southern boundary around the Duwamish waterway (including Georgetown, South Park, Delridge, and High Point). We also see pockets throughout Seattle including neighborhoods in the north end, where, although most of their neighbors are economically secure, low-income residents – especially those who rely on public transportation – may face challenges in accessing healthy food.
- 3. How available is and what does healthy food cost in Seattle?** Larger food stores are more likely to carry healthy food items compared to smaller food stores. In lower-income neighborhoods and neighborhoods with a higher percentage of Black or Hispanic populations, there is a lower availability of large food stores and healthy foods. At the same time, when available, protein, milk, and vegetables tended to cost less in these neighborhoods than in high-income neighborhoods. In contrast, fruit was more expensive in lower-income neighborhoods than in high-income neighborhoods.
- 4. Who and how many people experience food insecurity in Seattle?** In Seattle, about 13% of adults experience food insecurity (not having enough money for food). Seattle families with children experienced higher rates of food insecurity, from 22% of families with young children (Best Starts for Kids Survey) to 51% of low-income families with children (Seattle Shopping and Wellness Survey). While estimates vary across data sources, we saw consistent patterns showing that in general, people of color, lower-income, less educated, and those who identified as lesbian, gay, or bisexual more commonly reported experiences of food insecurity. Participation in SNAP/Basic Food continued to rise among one age group: older adults. Not until 300% of the Federal Poverty Level (FPL) do we see food insecurity begin to drop to a low level for Seattle adults; for people of color, it is at 400% FPL. In 2017, about 13,400 Seattle residents experienced food insecurity, yet made too much income to qualify for food assistance benefits. The estimate would be higher if it included people who, although receiving benefits, still experience food insecurity.
- 5. How is the food bank network meeting the needs of its clients?** Seattle food bank survey respondents reported distributing more than 22,885,000 pounds of food each year. Food banks described an increase in need, reporting more visits from older adults, homeless, and people living further north and south. Among the 60% of food bank respondents who reported a rise in visits over the last year, 39% reported their funding remained the same or was reduced. To keep up with

demand, 65% of food bank respondents reported having to reduce the variety and 41% had to reduce the amount of food offered to each client. A majority (68%) of food banks reported having less than 10% of their budget for direct food purchases. Clients of food banks expressed the desire for consistent access to quality food such as fresh produce and proteins, and emphasized the importance of maintaining a sense of dignity at the food bank such as by creating experiences that replicate those at a grocery store. Food banks' reported hours of distribution revealed limited hours over the weekend and evenings, which may signal an additional gap in access. To more effectively serve clients, staff emphasized addressing operational needs such as sufficient staffing and space, more purchasing power, and investments in coordinated mobile systems to support procurement and delivery.

## FINAL REMARKS

We hope the report is a resource for people and organizations interested in building equitable access to healthy food in Seattle. It provides a comprehensive and updated snapshot of what access to healthy food looks like in Seattle. This report concludes the report required by Ordinance 125324 to assess access to healthy food and the food bank network in Seattle.

**Figure 1. Report of healthy food availability and the food bank network in Seattle**

Section	Methods
1. What do we know about access to healthy food?	<ul style="list-style-type: none"> <li>Literature review of more than 175 articles, reports, and websites published over past 10 years</li> </ul>
2. Assessment of food environments by neighborhood: which areas should we prioritize for increasing access to healthy food?	<ul style="list-style-type: none"> <li>Identified healthy food priority areas using measures of 1) income, 2) multi-mode travel times to healthy food retailers, and 3) inundation of less healthy retailers in an area</li> </ul>
3. What is the price and availability of healthy food in Seattle stores?	<ul style="list-style-type: none"> <li>Surveyed a sample of 134 food stores across Seattle, plus all 23 food stores in the neighborhoods of High Point, Haller Lake, and South Park, to measure availability and price of 19 healthy food items</li> </ul>
4. Who experiences food insecurity in Seattle? Who falls into the "food security gap"?	<ul style="list-style-type: none"> <li>Identified disparities and estimated rates of food insecurity by analyzing 5 survey datasets and review of community reports; estimate number of people who are food insecure and have incomes that do not qualify for Supplemental Nutrition Assistance Program (SNAP)</li> </ul>
5. Meeting the need: what do we know about Seattle's food bank network?	<ul style="list-style-type: none"> <li>Interviewed 13 food bank staff; conducted 7 focus groups (3 English, 1 each in Vietnamese, Russian, Cantonese, and Spanish) with 47 food bank clients; surveyed 25 of 30 Seattle food banks</li> </ul>

## SECTION 1 | WHAT DO WE KNOW ABOUT ACCESS TO HEALTHY FOOD?

### SUMMARY

To identify domains of access to healthy food, we reviewed over 175 scientific articles, reports, and websites published since 2007. To capture context specific to Seattle, we also reviewed non-academic local reports describing food access. We describe the history and evolution of the concept of “food desert” and discuss the multidimensional approaches to improving healthy food access in Seattle.

### Key findings

Recent research on access to healthy foods in the United States has been conducted amid increasing concern about obesity and associated health outcomes, with particular attention to disparities in healthy food access related to income and race/ethnicity. To date, simply improving the *availability* of healthy food has not been enough to drive improvements in diet quality and health outcomes, or to close the healthy-eating gap between high- and low-income households. Our understanding of healthy food access has evolved from the original “food desert” concept (with an early and almost exclusive focus on physical distance between residents’ homes and local supermarkets) to include multiple dimensions of access including *availability, accessibility/convenience, affordability, acceptability, and accommodation*. In the Seattle area and elsewhere, research on food access has gone beyond simple measures of store proximity to consider the extent to which healthy food choices are associated with *affordability, transportation mode (accessibility/convenience), type of grocery store (accessibility/convenience, and accommodation), and a variety of personal and social factors.*

## SECTION 1 | WHAT DO WE KNOW ABOUT ACCESS TO HEALTHY FOOD?

### OBJECTIVE

The purpose of this section is to review the literature on healthy food access so we can refine our understanding (a) of *multiple dimensions of healthy food access* in Seattle and (b) of the roles these dimensions may play in reducing disparities in nutritional quality and health outcomes.

In the 19<sup>th</sup> century, scientific interest in the relationship between diet and health was driven by concerns about malnutrition among impoverished populations. In the 21<sup>st</sup> century, concerns about widening disparities in nutrition-related diseases such as obesity and diabetes have rekindled this interest and focused attention on the role of physical access to healthy food<sup>1</sup>. Following a nationwide red alert about the health consequences of our rapidly spreading obesity epidemic, federal, state, and local governments embraced the notion that eliminating “food deserts”—locations with limited access to nutritious food, especially in low-income areas—would reduce low dietary quality and related health disparities.

In this context, the Seattle Sweetened Beverage Tax (Ordinance 125324) requires as part of the evaluation activities the “4) identification and assessment of food deserts in the city.” As we prepared to address this requirement, we solicited input from City of Seattle staff in the Human Services Department and the Office of Sustainability and Environment, researchers at the UW Center for Public Health Nutrition, and other stakeholders. A message we heard repeatedly was that the United States Department of Agriculture (USDA) definition of “food desert” did not adequately capture the nuances and multiple domains of access to healthy food, an insight that set the stage for our review of the food access literature.

With the goal of understanding the evolution of scientific thinking about healthy food access, we queried the scientific search engine PubMed (<https://www.ncbi.nlm.nih.gov/pubmed/>) using the following terms, alone and in combination: food access, food insecurity, domains of access, food desert, food environment, inequality, disparities and inequity. We also read non-academic literature, primarily from government websites, pertaining to food access in Seattle and King County and reviewed sources identified by team members and experts in the field. Overall, we reviewed more than 175 articles, reports, and websites published after 2007. We chose 2007 as our cut-off because we found comprehensive historical reviews published in 2008 and later years.

### RESULTS

#### DIMENSIONS OF FOOD ACCESS—MOVING TOWARD A MORE COMPREHENSIVE VIEW

##### Origins of the “food desert” concept

Introduced in Scotland in the early 1990s,<sup>2</sup> the term “food desert” was defined in the 2008 United States Farm Bill as “an area...with limited access to affordable and nutritious food, particularly such an area composed of predominantly lower income neighborhoods and communities.”<sup>3,4</sup> In a 2009 report<sup>3</sup> to Congress, the U.S. Department of Agriculture outlined a framework in which individual, social, and environmental characteristics – including access to supermarkets – might influence food choices, diet, and health outcomes. In this context, “food deserts” were proposed as a potential contributor to nutrition-related health disparities.

### **Disparities in access confounded with food insecurity**

Neighborhoods with large communities of color often experience disproportionate rates of morbidity, mortality, and adverse health outcomes, and these outcomes have been associated with environmental characteristics such as residential segregation, poverty, and neighborhood deprivation—including fewer supermarkets.<sup>2,5</sup> One study found that African American neighborhoods had 48% fewer chain supermarkets than their white neighborhood counterparts and Hispanic neighborhoods had only 32% as many chain supermarkets as non-Hispanic neighborhoods.<sup>6</sup> In addition, disparities have been found in quality, variety, quantity, and price of healthy food, reflecting inequities across several domains of access.<sup>2,7,8</sup> Among communities of color, access to healthy food is often confounded with food insecurity (limited or uncertain access to adequate food). Elevated rates of food insecurity *and* limited access to supermarkets in their neighborhoods<sup>2</sup> have been reported for African American,<sup>2,6,9,10</sup> Latino<sup>2</sup>, and Navajo<sup>11,12</sup> communities.

### **Government supports elimination of food deserts**

Two years after the Farm Bill defined food deserts, the 2010 Healthy Food Financing Initiative (HFFI) made more than \$400 million available to eliminate food deserts, primarily by retaining and increasing the supply of supermarkets in areas with limited food access.<sup>13</sup> The rationale went as follows: 1) some studies had shown that people made food choices based on what was immediately available in their neighborhoods,<sup>2</sup> 2) supermarkets and large grocery stores generally have lower prices and broader availability of healthy foods compared to smaller markets, 3) when given the option, low-income households may shop where food prices are lower,<sup>3</sup> and 4) the purchase and consumption of more healthy foods improve diet quality and improve health.

### **Operational definitions of food deserts**

Generally, food deserts have been defined as low-income areas (census tracts, ZIP codes, or census block groups) with low access to supermarkets. The USDA's Economic Research Service recently replaced its Food Desert Locator with the [Food Access Research Atlas](#), an on-line tool that identifies low-income census tracts and enables users to then identify areas with low food access by choosing one of two distances from the nearest supermarket, supercenter, or large grocery store. In urban areas, users choose between more than ½-mile and 1 mile away; in rural areas they choose between more than 10 miles and 20 miles away.

- Low-income census tracts are defined as those where either (a) >20% of the population is below the poverty level or (b) the tract's median family income (MFI) is ≤80% of the statewide MFI, based on the 2010 Decennial Census and 2006-2010 American Community Survey.<sup>14-16</sup>
- Low-access is determined by the Euclidian or "straight-line" distance between the centers of two grid cells, one containing population-level poverty estimate and the other the nearest supermarket.

### **Limitations of the food desert concept**

#### *Supermarket proximity alone does not adequately measure access to healthy food*

After using the USDA tools for identifying food deserts, researchers have concluded that simple proximity to a supermarket does not fully capture the nuances of access to healthy food.<sup>17</sup> Using this measure alone can lead to inaccurate estimates of who does and does not have adequate access to

nutritious food.<sup>18</sup> Problems with using this metric may be due to its reliance on the following assumptions:

- People can and do shop primarily at the grocery store closest to home.
- Full-service supermarkets are the primary source for nutritious foods and meet the needs and food preferences of all residents.
- Mode of transportation to/from food stores is the same for all residents.<sup>18,19</sup>

#### *Food deserts have limited association with diet and health outcomes*

A 2012 systematic review concluded that proximity measures of supermarket availability were unrelated to dietary outcomes.<sup>20</sup> Another study concluded that “food swamps” (areas with a preponderance of stores selling fast food and junk food rather than healthy food options) were better than food deserts as predictors of neighborhood obesity rates.<sup>21</sup> And a report focusing on policy applications of food deserts found that choosing slightly different boundaries to represent the same geographic area (i.e., census tracts vs. ZIP codes vs. census block groups) yielded inconsistent correlations with the outcomes of interest.<sup>19</sup>

The exclusive focus of food desert research on access to chain supermarkets and grocery stores highlights these retail outlets as sources of fresh produce but ignores the fact that they also sell vast amounts of cheap, unhealthy foods. A study in the San Francisco Bay Area found that small markets contributed to community food security and provided culturally acceptable foods at relatively low prices. The researchers noted, however, that small, full-service stores were no panacea, as it was often difficult for these neighborhood markets to maintain quality at low profit margins.<sup>22</sup> Because the mix of foods sold in small and medium-sized stores is so heterogeneous, in-store assessments (as described in Section 3 of this report) may be the most accurate way to determine the availability of healthy foods.

As mentioned above, the 2010 Healthy Food Financing Initiative (HFFI) was designed to bring grocery stores and other healthy food retailers to underserved communities across America.<sup>13</sup> The HFFI “expands access to nutritious food in these communities through efforts such as developing and equipping grocery stores, small retailers, corner stores, and farmers markets selling healthy food.”<sup>23</sup> However, multiple studies have found that introducing a new supermarket does little to change diet, increase access to nutritious food, or improve health among residents in the neighborhoods where these supermarkets have opened.<sup>24–26</sup> While this result does not discount the importance of providing access to healthy foods, it suggests that access, while necessary, is not sufficient to move the needle on healthy diets or health outcomes in surrounding communities. In the Seattle area as well, proximity to the nearest supermarket is not associated with diet quality (research described below).

**... introducing a new supermarket does little to change diet, increase access to nutritious food, or improve health... access, while necessary, is not sufficient to move the needle on healthy diets or health outcomes in surrounding communities.**

#### **Broadening our conceptualization of food access**

The physical environment in which people obtain and eat food is only one component of food access. In the real world, people’s food choices are made in the (connected) contexts of policy, a broad set of food environments, and individual and social factors. Sections 3 and 5 provide details about various food environments in the City of Seattle, including the price and availability of healthy food at retail stores

and food banks throughout the city. Across all these settings, healthy food access can be limited by cost as well as capacity to address the risk of providing healthy, perishable foods.

Most sections of this report focus on the food environment and policy-backed supports to improve availability and access to food. However, policies that simply increase food access by introducing supermarkets do not improve dietary quality or health outcomes<sup>27</sup> and physical proximity to a supermarket does not assure utilization. Recent reviews have stressed that increasing access to healthy food is not enough to close the healthy-eating gap between high- and low-income families.<sup>28</sup> Individual and social factors also shape food choices and behaviors. For example, education and nutrition knowledge generally predict increased *preferences* for healthy foods,<sup>26</sup> although this can vary across populations.<sup>29</sup>

**Individual and social factors also shape food choices and behaviors.**

### Introducing the five dimensions of healthy food access

To consider a broader conceptualization of healthy food access, researchers have retooled five dimensions of healthcare access and applied them to healthy food access (Box 1). These dimensions proved very useful in our assessments of the Seattle food environment, and we refer to them throughout this report. Although the first three dimensions – *availability*, *accessibility/convenience*<sup>i</sup>, and *affordability* – have been studied extensively,<sup>20</sup> *accommodation* and *acceptability* could have equal or greater impacts on healthy food choices. While we had limited capacity to assess all five dimensions for the entire food system serving Seattle’s food insecure population, we were able to look at most dimensions in our assessment of the food bank network (Section 5).

#### Box 1. Dimensions of healthy food access<sup>20,30</sup>

- **Availability:** adequacy of supply of healthy food, such as number of places to purchase produce and presence of certain types of restaurants in neighborhoods
- **Accessibility/Convenience:** geographic location of food supply and ease of getting to that location (key measures are travel time and distance)
- **Affordability:** Food prices, people’s perception of worth relative to food cost and ability to pay for food that is available (often measured by store audits or regional price indices)
- **Accommodation:** how well food sources accept and adapt to residents’ needs (store hours, types of payment accepted, offerings of culturally relevant food items)
- **Acceptability:** Attitudes regarding attributes of the local food environment and whether the supply of products meets personal standards (measured by surveys, interviews, focus groups)

### Researching food access in Seattle

Research focusing on food access in the City of Seattle and King County has gone beyond the food desert concept by introducing dimensions of *affordability* and vulnerability, testing different definitions of low-income, and replacing “as-the-crow-flies” distance estimates with calculations of travel times in four different modes.

Using the U.S. Department of Agriculture definition of food desert, the Food Access Research Atlas identifies areas of north and south Seattle as low-income and low-access based on the ½-mile Euclidian

<sup>i</sup> To avoid confusion with the more general term “access,” we revised the original dimension “accessibility” to “accessibility/convenience “



(straight-line) distance from a supermarket, supercenter, or large grocery store. However, the Food Access Research Atlas does not factor in affordability or other components of healthy food access.

A 2012 study in King County measured access to supermarkets via four travel modes: walking, bicycling, riding transit, or driving within 10 minutes trip time for each mode. Food affordability was determined by stratifying seven supermarket chains as low-, medium-, and high-cost, and researchers tested different definitions of low-income (by census block groups) and vulnerability (which included lack of vehicle ownership) for households. Findings that fewer than 8% of low-income families lived within a 10-minute bus ride to a low- or medium-cost supermarket and more than 89% lived beyond a 10-minute walk to a low-cost supermarket<sup>31</sup> provide a more nuanced perspective on the constraints and choices involved in food access.

While this study considered domains of *accessibility/convenience* and *affordability*, studying only low- or medium-income block groups fails to address food access barriers faced by low-income households living in high-income areas.<sup>19</sup> Nationwide, an estimated 8.5 million low-income individuals live in moderate- and higher-income areas that are more than 1 mile from a supermarket.<sup>32</sup> A study in Portland identified an abundance of “food mirages,” areas where supermarkets and grocery stores were plentiful, but healthful foods were unaffordable, especially in regions of gentrification.<sup>18</sup>

In “*Women in the Green Economy: Voices from Southeast Seattle*,” Got Green reported that 67% of the women surveyed cited cost as the largest barrier to healthy food; 23% cited geographic accessibility as another barrier.<sup>33</sup> Women in the Delridge neighborhood surveyed for a “*Seattle Women and Food Access Report*” in 2014 emphasized that lower food prices and increased economic ability could help remove barriers to accessing healthy food; they also cited the importance of improving public transportation, and some women supported cooperative ownership for local grocery stores.<sup>34</sup>

The 2014 Seattle Obesity Study found that only one in three respondents bought most of the food for their household at the supermarket closest to home. And physical distance to a household’s primary supermarket was not linked to diet quality. Instead, income, education, and shopping at high-cost (compared to medium- and low-cost) stores was the best predictor of diet quality (probably reflecting unmeasured confounding rather than a causal relationship between high-cost supermarkets and higher fruit and vegetable intake). Cost for essentially the same 100 commonly consumed and widely available market-basket foods differed substantially, from an average \$224 at low-cost supermarkets to \$393 at high-cost supermarkets.<sup>17</sup>

Also in the Seattle area, a 2018 longitudinal study focused on correlates of dietary behaviors among middle-aged Hispanic and white women living in low-income neighborhoods and found weak relationships between most aspects of the food environment and dietary behaviors. There were two notable exceptions, however: among Hispanic women, the presence of ethnic food stores was associated with higher fruit and vegetable consumption, while among white women, having fast-food restaurants in the neighborhood was associated with consumption of more soft drinks and a higher percentage of calories consumed from fat. Regarding the finding in Hispanic women, this could be related to the *accommodation* and *acceptability* dimensions of food access, i.e., access to culturally relevant and recognizable fruits and vegetables. In addition, education showed different relationships to healthy eating in the two groups of women. Among white women, higher education was associated with higher consumption of fruits and vegetables and lower consumption of soft drinks; among Hispanic women, however, higher education was associated with consumption of a greater percentage of calories from fat.<sup>29</sup> This study found that women of differing ethnic groups did not respond similarly to

environment conditions or educational attainment, underscoring the importance of understanding the roles of individual, social, and cultural factors in actual dietary behavior.

### **Improving measurement of food access**

Over a decade of research on food deserts, scientific understanding of food access has evolved considerably and researchers have developed new measures to address some of the shortcomings of the food desert concept. One such metric is the Modified Retail Food Environment Index (mRFEI),<sup>35</sup> which combines the *food desert concept's* emphasis on an area's lack of access to healthy foods with the *food swamp concept's* focus on areas where healthy food options are inundated with unhealthy food options. Another improved measure, the Healthy Food Priority Area index (HFPAi), was developed to examine the food environment of Baltimore City.<sup>5</sup> Section 2 describes PHSKC's adaptation of the HFPAi to capture multiple dimensions of healthy food access in the City of Seattle.

## **DISCUSSION**

### **Beyond food access**

As concern about America's obesity epidemic grew, the food desert concept garnered a great deal of attention, interest, and governmental support, in part because it suggested a relatively straightforward solution in which a redistribution of supermarkets would improve food access, which would in turn lead to improvements in diet quality and health outcomes. Eliminating food deserts does not, however, appear to meaningfully improve either food access or health.<sup>1</sup> Cross-sectional evidence linking food deserts with residents' diet quality is weak and rigorous studies of newly introduced supermarkets in food deserts suggest that their presence does not result in improved dietary intake.

While the rationale behind the food desert concept had intuitive appeal, research has shown that framing food access as a function of the spatial distribution of supermarkets does not accurately describe people's actual food access behaviors. In addition, our literature review suggests that while education and nutrition knowledge predict preferences for healthy foods,<sup>26</sup> closing the healthy-eating gaps -- between high- and low-income families and between groups of different races/ethnicities -- may require interventions tailored to specific groups. Although a focus on food deserts can be framed as a food justice issue, this approach may have the unintended consequence of obscuring the need to focus on upstream causes of food insecurity such as poverty and the limitation it places on ability to meet basic needs.<sup>27</sup>

The food desert concept fails to capture the nuances of healthy food access and ignores underlying structural inequalities that shape the local food environment and an individual's or household's access to healthy affordable food.<sup>5,20</sup> Improving healthy food access requires careful consideration of multiple domains -- *accessibility/convenience, affordability, accommodation, availability, acceptability*, and possibly others as well. Meaningful improvement of dietary quality and health outcomes are more likely to occur when policies include a focus on upstream causes of food insecurity and health inequities such as poverty, racism, and unequal opportunity.<sup>27</sup>

In conclusion, when addressing the issue of food insecurity in Seattle, it is important to consider the full spectrum of food access dimensions. Expanding our concept of food access beyond proximity-to-grocery-stores forces us to consider more broadly defined 'healthy food environments' and offers a meaningful context for understanding the barriers individuals and households face in accessing healthy food. In addition, Section 3 discusses disparities by race/ethnicity and income in the distribution of store

types across Seattle neighborhoods and Section 4 provides details about who in Seattle experiences food insecurity.

### **Limitations**

This review aimed to provide a narrative summary of the current literature about neighborhood healthy food access. Unfortunately, research on this topic has struggled to define and delineate the aspects of healthy food access that impact diet quality. The evidence base is also limited by the absence of empirical tests of comprehensive models of diet quality that examine potential influences of various environmental, social, and individual factors on diet quality.

Our approach to examining the literature and its relevance to Seattle also has limitations, which include conducting a selective narrative review rather than a systematic review. We did not comprehensively evaluate study quality or extract data from the studies to conduct a quantitative synthesis. Given the general, non-academic audience for this report and interest in local information, we summarized studies to provide a qualitative synthesis of the current knowledge about food access. Our literature review emphasized public health research and practice. The PubMed search engine we used included biomedical literature, life science journals, and online books, so we could have missed relevant studies in health economics or social sciences research literature. Although the literature base is continually growing, we limited the end date of our review to November 2018 and might miss more recently published relevant articles.

Finally, because we did not include “student” or “campus” in our search terms, our review did not address food insecurity among college students. As reported in Section 2 of this report, food insecurity is high in Seattle’s University District (and among 18-24 year olds) and the University District is identified as meeting two of the three factors we used to define a healthy food priority area.

## References

1. Block JP, Subramanian S V. Moving Beyond “Food Deserts”: Reorienting United States Policies to Reduce Disparities in Diet Quality. *PLoS Med.* 2015;12(12):e1001914. doi:10.1371/journal.pmed.1001914
2. Walker RE, Keane CR, Burke JG. Disparities and access to healthy food in the United States: A review of food deserts literature. *Heal Place.* 2010;16(5):876-884. doi:10.1016/j.healthplace.2010.04.013
3. Ver Ploeg M, Breneman V, Farrigan T, et al. *Access to Affordable and Nutritious Food: Measuring and Understanding Food Deserts and Their Consequences Report to Congress.*; 2009. [https://www.ers.usda.gov/webdocs/publications/42711/12716\\_ap036\\_1\\_.pdf?v=0](https://www.ers.usda.gov/webdocs/publications/42711/12716_ap036_1_.pdf?v=0). Accessed August 29, 2018.
4. Johnson R. *CRS Report for Congress The 2008 Farm Bill: Major Provisions and Legislative Action Specialist in Agricultural Policy.*; 2008. [www.crs.gov](http://www.crs.gov). Accessed September 4, 2018.
5. Misiaszek C, Buzogany S, Freishtat H. *Baltimore City’s Food Environment: 2018 Report.* Baltimore, MD; 2018.
6. Powell LM, Slater S, Mirtcheva D, Bao Y, Chaloupka FJ. Food store availability and neighborhood characteristics in the United States. *Prev Med (Baltim).* 2007;44(3):189-195. doi:10.1016/j.ypmed.2006.08.008
7. Lee RE, Heinrich KM, Medina A V, et al. A picture of the healthful food environment in two diverse urban cities. *Environ Health Insights.* 2010;4:49-60. <http://www.ncbi.nlm.nih.gov/pubmed/20706621>. Accessed August 21, 2018.
8. Kumar S, Quinn SC, Kriska AM, Thomas SB. “Food is directed to the area”: African Americans’ perceptions of the neighborhood nutrition environment in Pittsburgh. *Health Place.* 2011;17(1):370-378. doi:10.1016/j.healthplace.2010.11.017
9. Richardson AS, Boone-Heinonen J, Popkin BM, Gordon-Larsen P. Are neighbourhood food resources distributed inequitably by income and race in the USA? Epidemiological findings across the urban spectrum. *BMJ Open.* 2012;2(2):e000698. doi:10.1136/bmjopen-2011-000698
10. Larson NI, Story MT, Nelson MC. Neighborhood Environments: Disparities in Access to Healthy Foods in the U.S. *Am J Prev Med.* 2009;36(1):74-81.e10. doi:10.1016/J.AMEPRE.2008.09.025
11. Pardiella M, Prasad D, Suratkar S, Gittelsohn J. High levels of household food insecurity on the Navajo Nation. *Public Health Nutr.* 2014;17(1):58-65. doi:10.1017/S1368980012005630
12. O’Connell M, Buchwald DS, Duncan GE. Food access and cost in American Indian communities in Washington State. *J Am Diet Assoc.* 2011;111(9):1375-1379. doi:10.1016/j.jada.2011.06.002
13. Healthy Food Financing Initiative. USDA ACF Office of Community Services. <https://www.acf.hhs.gov/ocs/programs/community-economic-development/healthy-food-financing>. Published 2017. Accessed August 2, 2018.
14. About the Atlas. USDA Economic Research Service. <https://www.ers.usda.gov/data-products/food-access-research-atlas/about-the-atlas.aspx#definitions>. Published 2017. Accessed August 2, 2018.
15. VanderHeide J. An Alternative Method for Determining Geographies with Low Access to Healthy Food: Case Study Lowell, MA. 2015. [https://sites.tufts.edu/gis/files/2016/01/VanderHeide\\_John\\_Nutr231\\_2015.pdf](https://sites.tufts.edu/gis/files/2016/01/VanderHeide_John_Nutr231_2015.pdf). Accessed August 2, 2018.
16. Documentation. USDA Economic Research Service. <https://www.ers.usda.gov/data-products/food-access-research-atlas/documentation/>. Published 2017. Accessed August 2, 2018.
17. Aggarwal A, Cook AJ, Jiao J, et al. Access to supermarkets and fruit and vegetable consumption. *Am J Public Health.* 2014;104(5):917-923. doi:10.2105/AJPH.2013.301763

18. Breyer B, Voss-Andreae A. Food mirages: Geographic and economic barriers to healthful food access in Portland, Oregon. *Heal Place*. 2013;24:131-139. doi:10.1016/j.healthplace.2013.07.008
19. Ver Ploeg M, Dutko P, Breneman V. Measuring food access and food deserts for policy purposes. *Appl Econ Perspect Policy*. 2015;37(2):205-225. doi:10.1093/aep/ppo035
20. Caspi CE, Sorensen G, Subramanian S V, Kawachi I. The local food environment and diet: A systematic review. *Heal Place*. 2012;18(5):1172-1187. doi:10.1016/j.healthplace.2012.05.006
21. Cooksey-Stowers K, Schwartz M, Brownell K. Food Swamps Predict Obesity Rates Better Than Food Deserts in the United States. *Int J Environ Res Public Health*. 2017;14(11):1366. doi:10.3390/ijerph14111366
22. Short A, Guthman J, Raskin S. Food Deserts, Oases, or Mirages? *J Plan Educ Res*. 2007;26(3):352-364. doi:10.1177/0739456X06297795
23. Feroli C. USDA Announces New Partnership to Increase Rural Residents' Access to Healthy Food | USDA Rural Development. USDA Rural Development. <https://www.rd.usda.gov/newsroom/news-release/usda-announces-new-partnership-increase-rural-residents'-access-healthy-food>. Published 2017. Accessed August 2, 2018.
24. Drewnowski A, Moudon A V, Jiao J, Aggarwal A, Charreire H, Chaix B. Food environment and socioeconomic status influence obesity rates in Seattle and in Paris. *Int J Obes*. 2014;38(2):306-314. doi:10.1038/ijo.2013.97
25. Drewnowski A, Aggarwal A, Hurvitz PM, Monsivais P, Moudon A V. Obesity and supermarket access: Proximity or price? *Am J Public Health*. 2012;102(8):e74-80. doi:10.2105/AJPH.2012.300660
26. Allcott H, Diamond R, Dubé J-P. *The Geography of Poverty and Nutrition: Food Desserts and Food Choices Across the United States.*; 2018. doi:10.2139/ssrn.3095779
27. Rosenberg N, Cohen N. Let Them Eat Kale: The Misplaced Narrative of Food Access. *Fordham Urban Law J*. 2018;45(4). <https://ir.lawnet.fordham.edu/ulj/vol45/iss4/5>. Accessed November 15, 2018.
28. Rehm CD, Peñalvo JL, Afshin A, Mozaffarian D. Dietary Intake Among US Adults, 1999-2012. *JAMA*. 2016;315(23):2542. doi:10.1001/jama.2016.7491
29. Bowen D, Jabson J, Barrington W, et al. Environmental and Individual Predictors of Healthy Dietary Behaviors in a Sample of Middle Aged Hispanic and Caucasian Women. *Int J Environ Res Public Health*. 2018;15(10):2277. doi:10.3390/ijerph15102277
30. Andress L, Fitch C. Juggling the five dimensions of food access: Perceptions of rural low income residents. *Appetite*. 2016;105:151-155. doi:10.1016/J.APPET.2016.05.013
31. Jiao J, Moudon A V, Ulmer J, Hurvitz PM, Drewnowski A. How to identify food deserts: Measuring physical and economic access to supermarkets in King County, Washington. *Am J Public Health*. 2012;102(10). doi:10.2105/AJPH.2012.300675
32. Ver Ploeg M, Breneman V, Dutko P, et al. Access to Affordable and Nutritious Food: Updated Estimates of Distance to Supermarkets Using 2010 Data. *Econ Res Rep*. November 2012. <https://ideas.repec.org/p/ags/usersrr/262227.html>. Accessed August 21, 2018.
33. *Women in the Green Economy: Voices from Southeast Seattle*. <https://gotgreenseattle.files.wordpress.com/2011/09/gotgreen-women-report-lowres-9-11.pdf>. Accessed August 21, 2018.
34. *Women and Food Access.*; 2014. [https://www.seattle.gov/Documents/Departments/SeattleWomensCommission/Women-and-Food-Access-Study-Final-Report\\_2014.pdf](https://www.seattle.gov/Documents/Departments/SeattleWomensCommission/Women-and-Food-Access-Study-Final-Report_2014.pdf). Accessed August 21, 2018.
35. Children's Food Environment State Indicator Report, 2011. Centers for Disease Control and Prevention, Division of Nutrition Physical Activity and Obesity, Department of Health and Human Services. <https://www.cdc.gov/obesity/downloads/ChildrensFoodEnvironment.pdf>. Published

2011. Accessed June 1, 2018.

## SECTION 2 | ASSESSMENT OF FOOD ENVIRONMENTS BY NEIGHBORHOOD: WHICH AREAS SHOULD WE PRIORITIZE FOR INCREASING ACCESS TO HEALTHY FOOD?

### SUMMARY

This section identifies healthy food priority areas (HFPA) in Seattle – locations to prioritize for improving access to healthy, affordable food. The analysis goes beyond locating food deserts (distance to nearest supermarket in low-income areas) by including three of the five domains of access to healthy food described in Section 1: *affordability* (ability to pay), *accessibility/convenience* (location and ease of transport), and *availability* (adequacy of food supply). We identified areas that had higher poverty levels and looked for overlap with areas that had longer travel times to the four nearest healthy food retailers and/or areas inundated by retailers selling less healthy options than retailers selling healthy food (such as produce).

### Key findings

While Delridge and areas in north and south Seattle are specified as food deserts according to United States Department of Agriculture, additional analyses show the following nuances:

- Areas with higher concentrations of poverty are located at the northern city boundary, pockets of areas around Greenwood and Sand Point, the University District, as well as from the Central District extending south into Southeast and West Seattle.
- People with longer travel times to healthy food retailers lived in areas by water, Eastlake, the corridor around the Duwamish waterway (including Georgetown, South Park, Delridge, and High Point), and the University District. Longer travel times are likely to impact lower-income households living in these areas more than wealthier households.
- One-way travel times to healthy options were almost four minutes longer for people living in areas with a profusion of food retailers selling less healthy options compared to areas with more balanced options for food (11 minutes vs. 7 minutes).
- The healthy food priority areas near the southern boundary around the Duwamish waterway (including Georgetown, South Park, Delridge, and High Point) overlapped on all three factors: lower income, longer travel times to healthy food retailers, and higher percentage of unhealthy food retailers. We also identified small areas across Seattle including neighborhoods in the north end, where, although most of their neighbors are economically secure, low-income residents – especially those who rely on public transportation – may face challenges in accessing healthy food.

## SECTION 2 | ASSESSMENT OF FOOD ENVIRONMENTS BY NEIGHBORHOOD: WHICH AREAS SHOULD WE PRIORITIZE FOR INCREASING ACCESS TO HEALTHY FOOD?

### OBJECTIVE

The objective of this section is to identify healthy food priority areas (HFPA) in Seattle – locations to prioritize for improving access to healthy, affordable food. The Seattle Sweetened Beverage Tax (Ordinance 125324) asks for the “identification and assessment of food deserts in the city.” As reviewed in Section 1, assessing the food environment has evolved beyond the original food desert calculation of proximity to supermarkets. Concerns about using this metric include assuming people shop primarily at the supermarket closest to home or that supermarkets are the only place people shop for produce (which excludes other categories of retailers with produce sections, such as ethnic groceries, warehouses, and produce or farmer’s markets). Similarly, people we consulted (local community and subject matter experts) about this work called for us to examine other known domains of access to healthy food. Of the five dimensions of food access introduced in Section 1, we found reliable data to look at three dimensions: *affordability* (ability to pay), *accessibility/convenience* (location and ease of transport), and *availability* (adequacy of food supply). We adapted methods of a recent report assessing inequities in the food environment in Baltimore<sup>1</sup> and identifying healthy food priority areas. The results from our analyses identify areas in Seattle where low-income households live and where access to healthy, affordable food and a healthy food environment is limited. We compare results to food desert locations identified by the USDA Food Access Research Atlas. We also compare results to areas where low-income households have limited food retail access, as identified by a 2013 report from the City of Seattle Office of Sustainability and Environment.

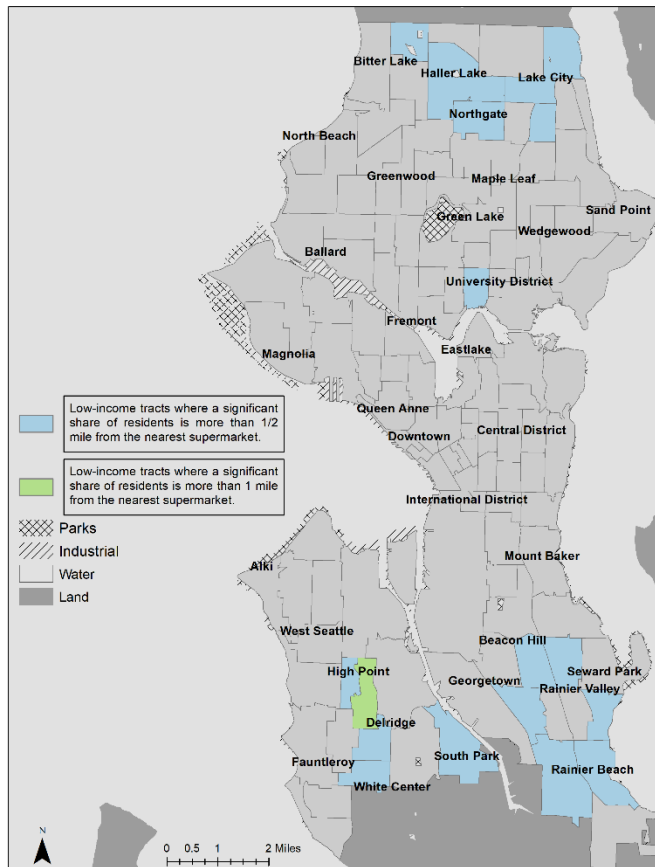
### RESULTS

#### FOOD DESERT LOCATIONS, ACCORDING TO THE USDA FOOD ACCESS RESEARCH ATLAS

The term food desert refers to a low-income neighborhood with limited or no access to a supermarket. The [USDA Food Access Research Atlas](#) identifies Delridge as the only neighborhood that qualifies as a food desert using the 1-mile distance criterion. Using the ½-mile distance criterion, several other neighborhoods, predominately in North and South Seattle, are considered food deserts (Figure 1). At the end of this section, we discuss how the food deserts identified here compare to healthy food priority areas that emerged from our additional analyses. See addendum at the end of this section for detailed methods.



**Figure 1. Food desert locations identified by USDA Food Access Research Atlas**



*Note: A food desert refers to a low-income neighborhood with limited or no access to a supermarket. The USDA Food Access Research Atlas (<https://www.ers.usda.gov/data-products/food-access-research-atlas/>) identifies Delridge as the only neighborhood that qualifies as a food desert using the 1-mile distance criterion. Using the ½-mile distance criterion, several other neighborhoods, predominately in North and South Seattle, are considered food deserts.*

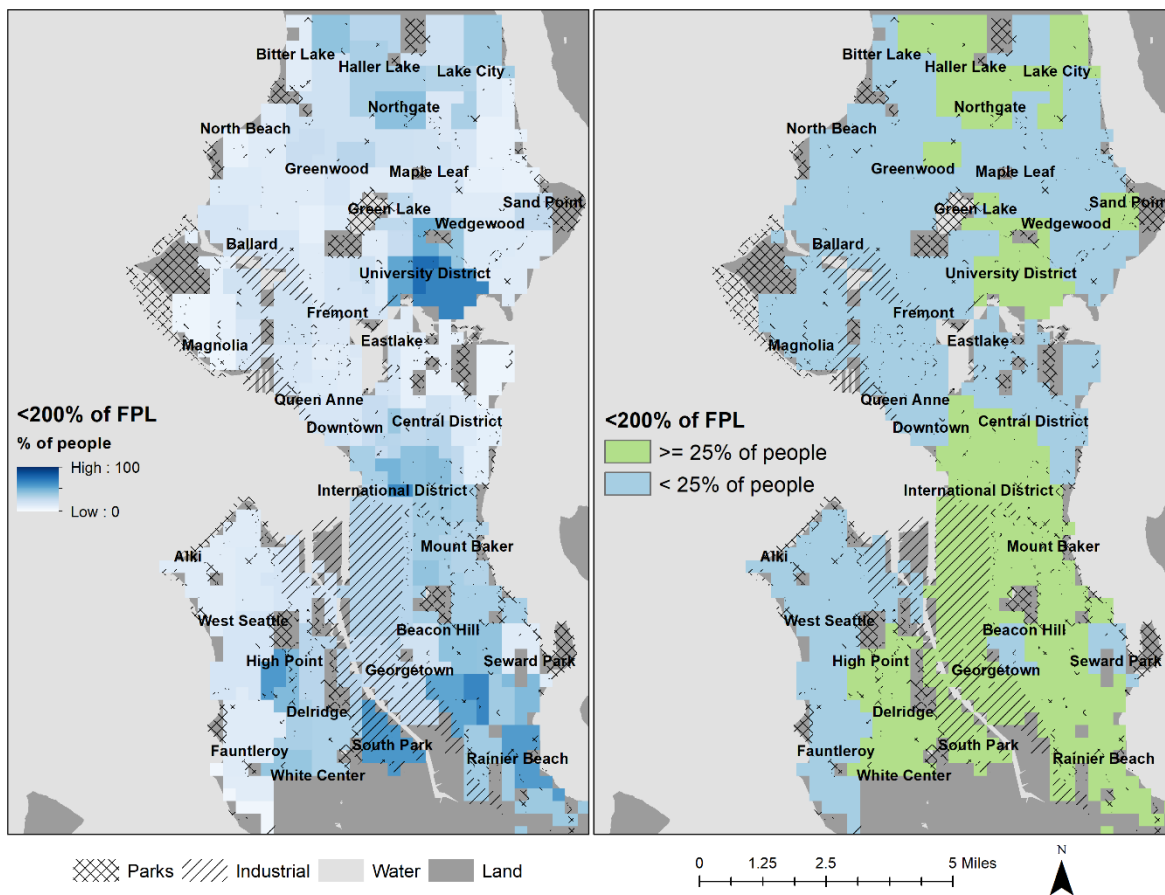
### AREAS WITH HIGHER POVERTY LEVELS

While Section 3 of this report gives information about the price of food, another aspect of looking at the dimension of affordability is by looking at income. We used the American Community Survey data for 2012 through 2016 to analyze areas by percent of people living below 200% Federal Poverty Level (FPL). We selected 200% FPL because it is Washington state’s cutoff for participation in the federal Supplemental Nutrition Assistance Program (SNAP). Figure 2 shows a map on the left with the distribution of percent of people living below 200% FPL. The darkest shaded areas have the highest percent of people living below 200% FPL. The map on the right shows areas where at least a quarter of people live below 200% FPL. We chose a cut point of 25% because it allows us to see predominantly low-income areas as well as areas with moderate concentrations of low-income households. We found that higher poverty areas are at the northern city boundary, pockets of areas around Greenwood and Sand Point, the University District, as well as from the Central District extending

**...higher poverty areas are at the northern city boundary, pockets of areas around Greenwood and Sand Point, the University District, as well as from the Central District extending south into Southeast and West Seattle.**

south into Southeast and West Seattle. We estimate that approximately 182,500 [95% CI, 95,800 – 262,200] people of all ages in the City of Seattle have a household income below 200% FPL.

**Figure 2. Income <200% Federal Poverty Level in Seattle**



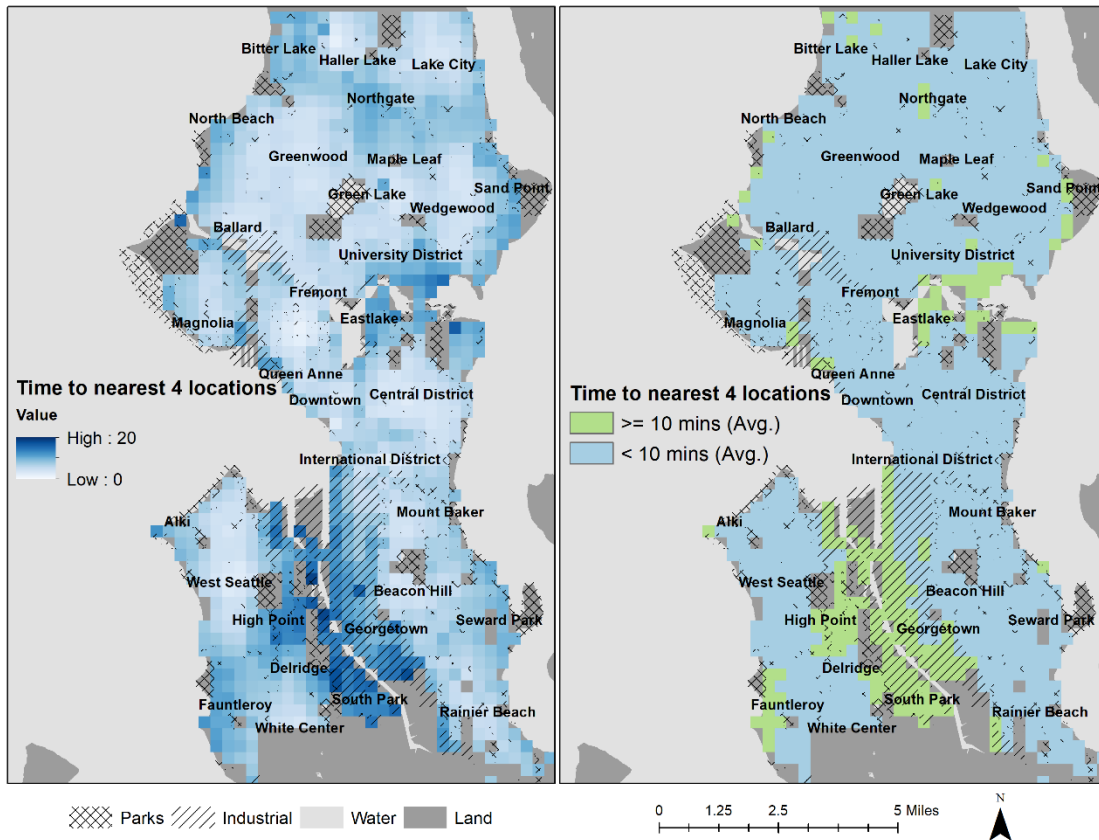
*Note: At left, we see areas (census tracts) with least to most percent of people living below 200% FPL, which is the cutoff for income eligibility for Supplemental Nutrition Assistance in Washington State. At right, we see areas where more than a quarter of people are living below 200% FPL. Areas with higher concentrations of poverty are located at the northern city boundary, pockets of areas around Greenwood and Sand Point, the University District, as well as from the Central District extending south into Southeast and West Seattle. Source: American Community Survey (2012-2016).*

**ACCESSIBILITY/CONVENIENCE: AREAS WITH LONGER TRAVEL TIME TO HEALTHY FOOD RETAILERS**

Figure 3 shows one-way travel time (walking, driving, or using public transit) to the four nearest healthy food retailers. We chose four instead of one retailer because studies show people do not necessarily shop at the food retailer closest to home<sup>2</sup>. Based on previous work, we identified areas with poorer access to healthy food as places that had one-way travel time of 10 minutes or more<sup>3</sup>. The highlighted areas with longer travel times are largely areas along the water, Eastlake, the corridor around the Duwamish waterway (including Georgetown, South Park, Delridge, and High Point), and the University District. Citywide, the average one-way travel time was just over 7 minutes, ranging from about 1.6 minutes to about 18 minutes.

**The highlighted areas with longer travel times are largely areas along the water, Eastlake, the corridor around the Duwamish waterway (including Georgetown, South Park, Delridge, and High Point), and the University District.**

**Figure 3. Average travel time to the nearest four healthy food retailers in Seattle (2015-2018)**



*Note: At left, we see areas (.25 mile x .25 mile grid) with shortest to longest average one-way travel times (driving, walking, and public transit) to the four nearest healthy food retailers. At right, we see areas where it takes at least 10 minutes to travel to the four nearest healthy food retailers. These areas are generally concentrated along the water, including Eastlake, the Duwamish waterway (including Georgetown, South Park, Delridge, and High Point), and the University District. Sources: King County Public Health Food Permit records categorized by the University of Washington Urban Form Lab (2015) ; City of Seattle list of farmers market locations (2017); online web searches of food retailers (2018); Open Trip Planner (2018); Open Street Map (2018); General Transit Feed Specification (2018).*

**AVAILABILITY: AREAS INUNDATED BY RETAILERS SELLING LESS HEALTHY OPTIONS THAN RETAILERS SELLING HEALTHY FOOD (SUCH AS PRODUCE)**

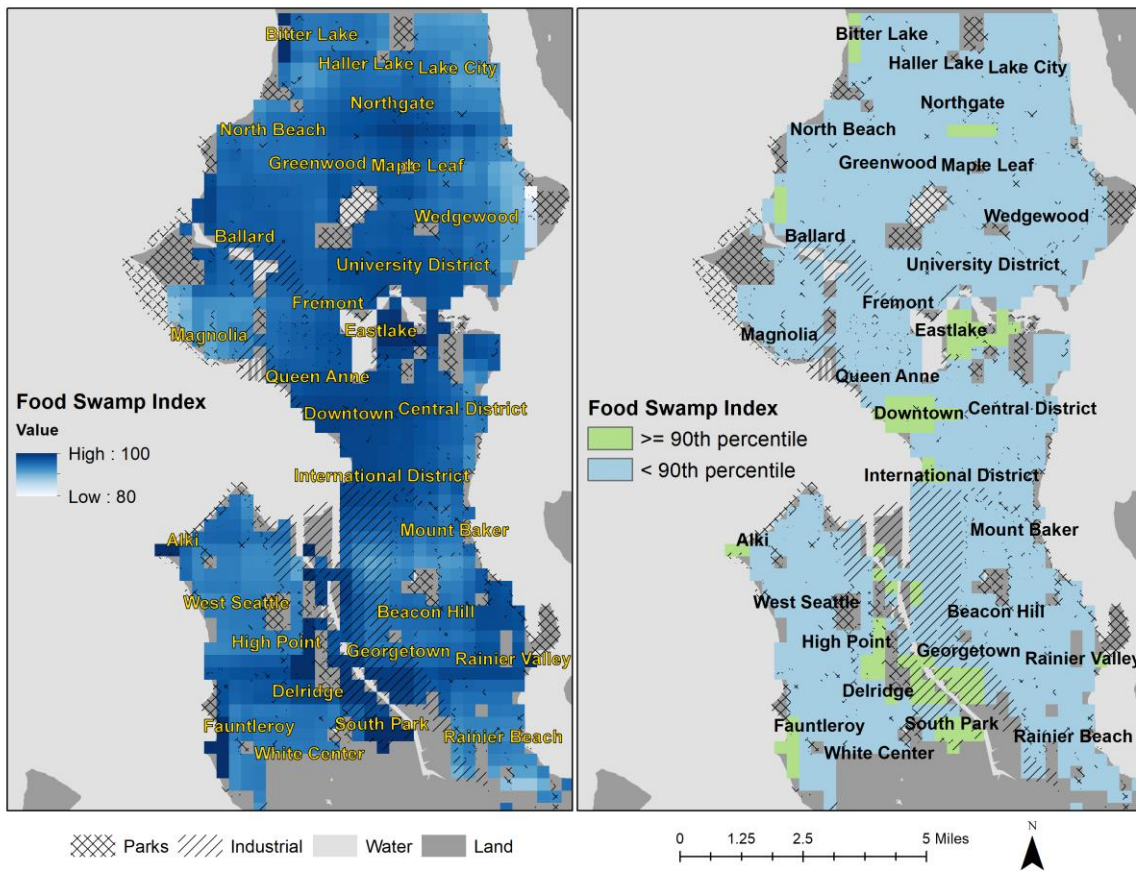
The third dimension of access to healthy food is about availability of food options. Studies show that being surrounded by fast food and less healthy food options in your neighborhood contributes to health inequities, even if you live in a neighborhood with retailers that sell produce.<sup>4</sup> Neighborhoods with a preponderance of stores selling fast food and less healthy food options rather than healthy food options are called “food swamps,” which is a better predictor of neighborhood obesity rates than food deserts.<sup>4</sup> We measured food swamp scores by taking all the food retailers in an area, and calculating what percent don’t have a produce section.<sup>5,6</sup> Food retailers that don’t have a produce section are categorized as “less healthy food retailers”, while those with a produce section are categorized as “healthy food retailers”. Areas with the

**Travel times to healthy food retailers were almost 4 minutes longer for areas with the highest food swamp scores (at the 90th percentile) than in areas below (11 minutes vs. 7 minutes).**

highest food swamp scores are more inundated by food retailers that don't offer a produce section than other areas. So, a measure of 100% means that all food retailers in that area sell less healthy food (or none have a produce section). We found that most of the retail outlets in Seattle's food environment fall in the "less healthy" category, as reflected by food swamp scores that ranged from 80% – 100%, with an average of 95% (Figure 4). Areas in Seattle with the highest food swamp scores (at the 90th percentile) are generally located at the western edges of the city, Eastlake, downtown, and the Duwamish waterway (including Georgetown, South Park, Delridge, and High Point). Areas with the lowest (healthiest) scores (for example, adjacent to Magnuson Park near Sand Point) are typically areas with relatively few nearby food retailers of any type. Food swamp scores did not differ substantially between low-income or wealthier areas.

When we looked at how travel times are related to food swamps, we saw that one-way travel times to healthy food retailers were almost 4 minutes longer for areas with highest food swamp scores (at the 90th percentile) than in other areas (11 minutes vs. 7 minutes).

**Figure 4. Food swamps in Seattle (2015-2018)**



*Note: We measured food swamp scores by examining all the food retailers within a 2.25 mile x 2.25 square around each location in Seattle (.25 mile x .25 mile grid), and calculating what percent don't offer a produce section. A high food swamp score indicates an area inundated by retailers offering more options for unhealthy food than healthy food, such as produce. Areas in Seattle with the highest food swamp scores (at the 90th percentile) are generally located at the western edges of the city, Eastlake, downtown, and the Duwamish waterway (including Georgetown, South Park, Delridge, and High Point). Sources: King County Public Health Food Permit records categorized by the University of Washington Urban Form Lab (2015); City of Seattle list of farmers market locations (2017); online web searches of food retailers to classify whether retailers from the categorized food permit database offered produce (2018).*

## HEALTHY FOOD PRIORITY AREAS

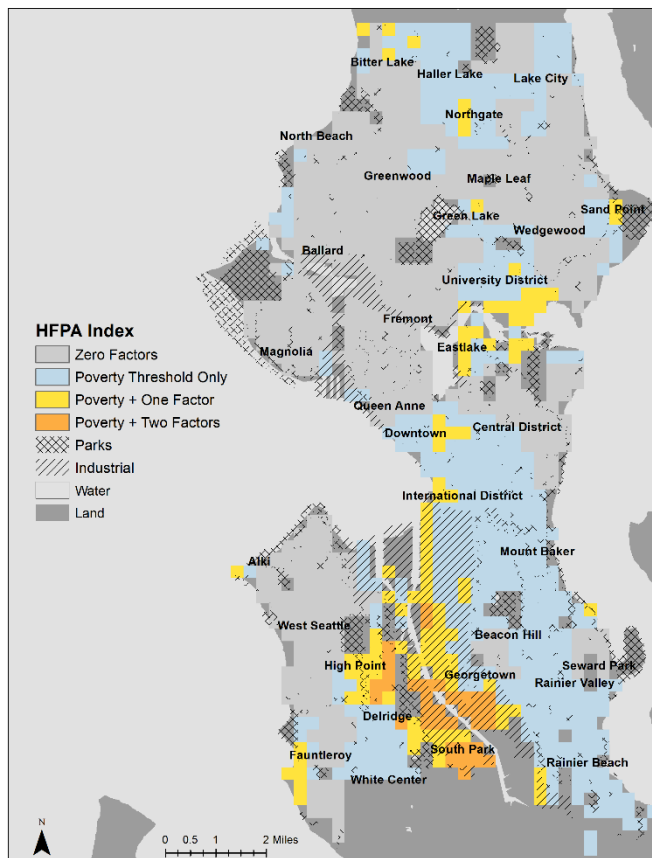
To identify healthy food priority areas (HFPA), we looked for overlap in areas where we saw higher poverty areas (where at least 25% of people were living under 200% FPL) and at least one other dimension of access to healthy food (travel times exceeding 10 minutes or having a food swamp score at the 90<sup>th</sup> percentile) (see Figure 5). We found that healthy food priority areas located near the southern boundary around the Duwamish waterway (including Georgetown, South Park, Delridge, and High Point) overlapped on all three factors: lower income, longer travel times to healthy food retailers, and higher percentage of

**The healthy food priority areas near the southern boundary around the Duwamish waterway (including Georgetown, South Park, Delridge, and High Point) overlapped on all three factors: lower income, longer travel times to healthy food retailers, and higher percentage of unhealthy food retailers.**

**We also identified small areas including neighborhoods in the north end, where, although most of their neighbors are economically secure, low-income residents – especially those who rely on public transportation – may face challenges in accessing healthy food.**

unhealthy food retailers. Perhaps unsurprisingly, more than half of the geographical areas with at least one additional factor beyond income is zoned as predominately industrial. The HFPA index also identified small areas including neighborhoods in the north end, where, although most of their neighbors are economically secure, low-income residents – especially those who rely on public transportation – may face challenges in accessing healthy food.

**Figure 5. Healthy food priority areas in Seattle**

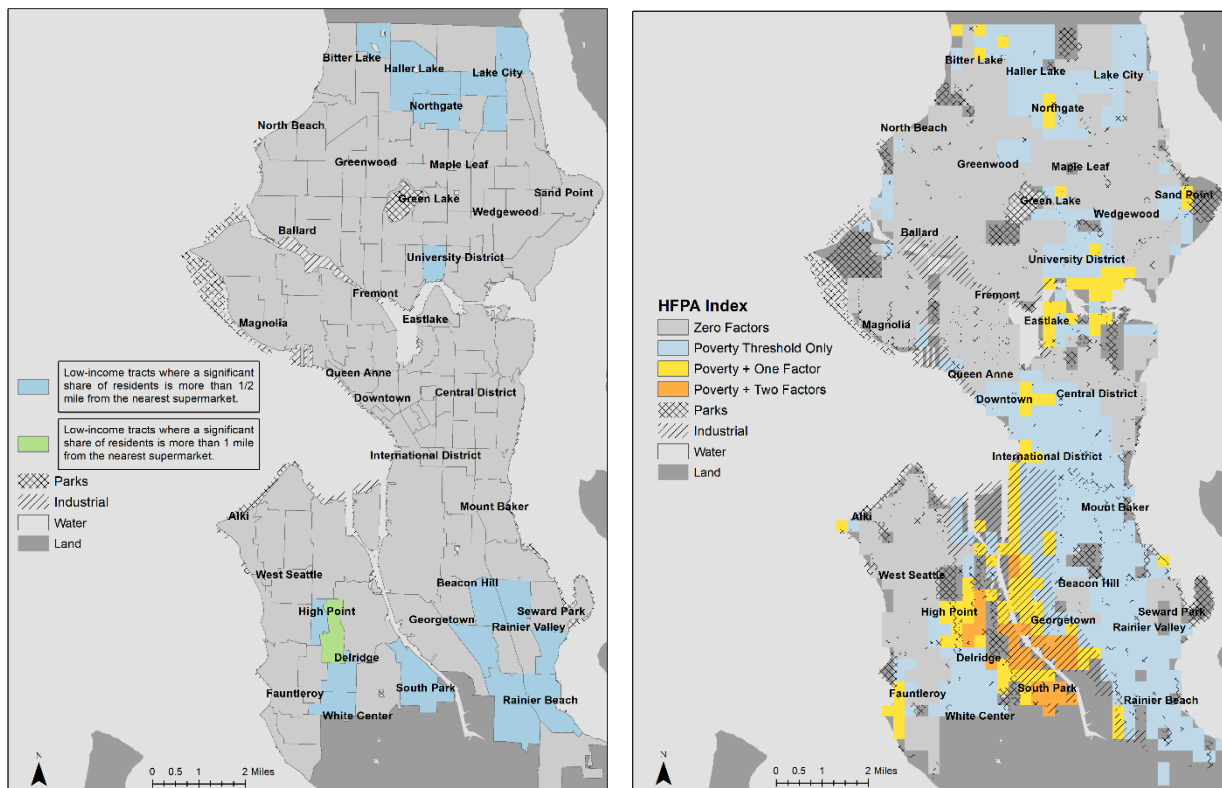


*Note: The healthy food priority area (HFPA) index is constructed from three true/false factors: (1) more than 25% percent of population is below 200% of the federal poverty level, (2) average travel time to the nearest 4 healthy food establishments is greater than 10 minutes, and (3) food swamp score is above the 90th percentile. The final HFPA index is calculated by summing the travel time and food swamp components where the poverty component is true. The healthy food priority areas near the southern boundary around the Duwamish waterway (including Georgetown, South Park, Delridge, and High Point) overlapped all three factors: lower income, longer travel times, and higher percentage of unhealthy food retailers. The HFPA index also identified small areas including neighborhoods in the north end, where, although most of their neighbors are economically secure, low-income residents – especially those who rely on public transportation – may face challenges in accessing healthy food.*

## DISCUSSION

In identifying healthy food priority areas, we adapted emerging best practices about how to systematically assess food environments and highlight inequities in access to healthy food in the City of Seattle. We looked at three dimensions of healthy food access: *affordability* (by selecting census tracts where more than a quarter of the population reported income below 200% FPL), *accessibility/convenience* (by calculating multi-modal travel times to four healthy food retail locations), and *availability* (by taking into account the extent to which the supply of unhealthy foods “swamps” impact local food retail environments). When we compare locations identified by the USDA food desert map to healthy food priority areas (Figure 6), we see some similarities:

**Figure 6. Comparison of USDA food desert map<sup>7,8</sup> and HFA map of Seattle**

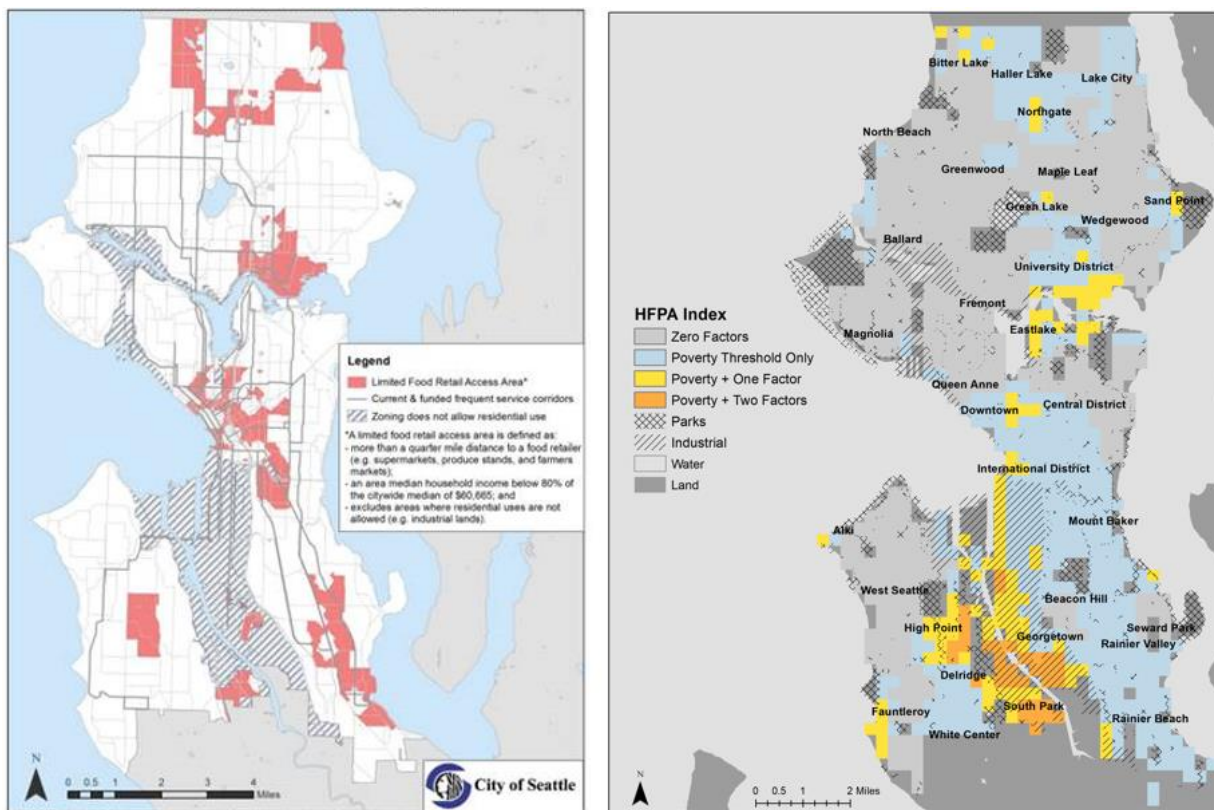


Both maps highlight areas near the northern city boundary, the southern half of the city, and University District as locations where low-income residents may experience challenges in food access. When we look across the three HFA factors of poverty, travel time, and food swamps, we see that the map of Seattle’s healthy food priority areas offers a more nuanced perspective than the USDA map, and could be used to guide further inquiries as well as refine programs and policies to improve healthy food access in Seattle.

Compared to the 2013 mapping project to help the Seattle Office of Sustainability and Environment identify areas where low-income households have limited food retail access, the HFA map offers the following enhancements (see Figure 7):

- Expands healthy food retailers beyond supermarkets, farmers markets, and produce stands to include additional food retail outlets (grocery stores and warehouses) classified as healthy based on the literature.<sup>9</sup>
- Uses local knowledge and interactive matching to further classify small grocery stores, ethnic and otherwise, as healthy food retailers if these establishments had a produce section.
- Focuses on travel time along transportation networks using multiple modes (walking, driving, or public transit) to the nearest four healthy food retail outlets.
- Uses population with incomes below 200% FPL (\$50,200 for household of four in 2018) rather than 80% of area median income (\$80,250 for household of four in 2018) and tailors income criteria (>25% of area population with income below 200% FPL rather than a larger percentage) to include smaller low-income communities living in areas that are predominantly higher income.

**Figure 7. Comparison of OSE food access map and HFGA map of Seattle**



Sources: 2006-2010 American Community Survey, Washington State Department of Social and Health Services, Public Health - Seattle & King County, King County GIS Center, and City of Seattle. Map created April, 2013.

Our HFGA results are consistent with the 2013 report in identifying the Duwamish waterway (including Georgetown, South Park, Delridge, and High Point) as areas with limited food retail access. Areas along the north city boundary identified as having limited food retail access in the 2013 report coincide with areas meeting the poverty threshold only or poverty *and* one additional factor in our HFGA analysis. However, the neighborhood district of southeast Seattle (along Rainier Avenue) – identified by the prior mapping project as a limited food retail access area – meets only the poverty threshold for our index. This difference may reflect new businesses selling produce in the area since the 2013 report and existing

businesses that previously had not been classified as offering produce (such as ethnic grocery stores). Likewise, our approach identifies small pockets throughout Seattle, such as the area near Magnuson Park, as low-income locations with limited food access, which are not identified in the 2013 report. The University District is another area we identified as meeting the poverty threshold *and* the threshold for one additional factor of the HFPA index. We note in Section 4, (a) young adults are at higher risk for food insecurity than older adults and (b) food insecurity among college students is associated with impaired academic performance and failure to graduate.<sup>10</sup> The 2013 mapping project excluded the University District because while many college students have no income, those who have access to other financial resources or support are likely to have access to healthy food.<sup>11–13</sup>

With additional resources, a reasonable next step would be to validate these results by working with residents and organizations in priority areas to learn if the results presented here match their experiences. Additionally, this work on access could be complemented by examining other dimensions of healthy food access – *accommodation* (hours of operation, types of payment allowed, culturally relevant offerings) and *acceptability* (attitudes about whether food meets personal standards).

We hope this updated assessment to identify healthy food priority areas will (a) complement the City’s efforts to understand food access among low-income Seattle residents, including affordable housing residents<sup>8</sup>, (b) inform the upcoming update of the Seattle Food Action Plan, and (c) inform the planning process for the Human Service Department’s food-and-meals Request for Proposals. In addressing healthy food access, strategies should involve a comprehensive approach, which includes securing and strengthening the hunger safety net through Food Banks and emergency food operations. However, solutions aimed solely at bolstering the safety net may not adequately address all aspects of healthy food access. Therefore, strategies should also include evidence-based approaches with consideration to factors influencing access to healthy food such as: affordability, location and convenience, as well as the adequacy of the healthy food supply — factors described in Section 1 and included in the healthy food priority areas analysis outlined in this section.

## Limitations

This analysis is not without limitations and there are several that should be noted:

- We were limited in our ability to further disaggregate the categorized food permit database. Our approach to identifying healthy food retailers was based on the standard practice of classifying establishment type based on categorizations used in previous studies. While we did not have resources to verify actual presence of healthy food in each food retailer, we used local knowledge and searches of local databases that led us to categorize several more retailers as having produce sections and thus as healthy food retailers. Had we not manually re-coded the retailers, the analyses would have led to findings showing some Seattle areas as having longer average travel times to healthy food retailers and higher food swamp scores.
- The food retail environment is dynamic and although our 2015 categorized food permit database is three years old, it represents the most recent categorized food permit database available to the study team. While it provides a snapshot of food retailers at a point in time, it does not capture recent closures/openings. Additional work described in Section 3 of this report was consistent with our findings in identifying South Park and High Point as healthy food priority areas. In our analysis, Haller Lake was classified as having short travel times to the nearest four healthy food retailers and a food swamp score on the lower end of the range. However, after this report’s analysis, two



healthy food retailers have closed and one new healthy food retailer has opened in Haller Lake, which on balance does not substantively affect this original classification.

- We were unable to capture the price of healthy items as a component of access—although sensitivity analyses removing more expensive food retailers<sup>14</sup> (e.g. Whole Foods, PCC, and Metropolitan Market) suggested substantially similar results to those presented here. See Section 3 for more details about price and availability of healthy food across Seattle store types.

## ADDENDUM – DETAILED METHODS FOR SECTION 2

### METHODS

#### Identifying healthy food priority areas

We identified healthy food priority areas by constructing a three-component index that incorporates information about 1) income relative to the Federal Poverty Level (FPL), 2) travel time to nearby healthy food retailers, and 3) an assessment of the balance of healthy and less healthy food offerings in the local food environment. After generating each component, we applied a threshold to transform each component from a continuous measure to a binary one (0 or 1). We constructed the final index by first identifying areas that met our low-income criterion and, within those areas, adding the other two components with equal weight. Higher scores on the HFPA index can be used to identify areas to be considered for policy and programmatic priority.

Before constructing the index, however, we needed to *identify healthy and less healthy food retailers in Seattle*. We started with a 2015 census of King County Public Health Food Permit records that the University of Washington Urban Form Lab (UFL) had categorized into establishment types such as “supermarket,” “grocery store with produce section,” and “convenience store,” as shown in Table 1 below. Hereafter, we refer to these categorized records as the “categorized food permit database.” This is the same data set used to identify stores for the retail audit component of the Seattle Sweetened Beverage Tax evaluation.

We extended the categorized food permit database by geolocating records with a valid address but missing longitude and latitude coordinates and condensing retailers with multiple food permits (for example, a supermarket can have more than one food permit for each department such as bakery/deli and meat/seafood) into a single record. We dropped records for retailers, such as stadiums, where access was contingent on paying an admission fee (except warehouse-type stores such as Costco). We also omitted retailers located outside a one-mile buffer of the city boundaries. We included this buffer in the analysis to reduce “edge effects” on our calculations. Finally, all establishments coded as a grocery store – ethnic or otherwise – were assessed using information available online (e.g., Yelp and Google reviews) to identify stores with a produce section that might be included in the “healthy” classification.

Building on prior work<sup>3</sup> and feedback from the UW Center for Public Health Nutrition, we made one further modification to our extended version of the categorized food permit database. In an effort to capture the healthfulness of food options at different kinds of retail outlets, we categorized each food retail outlet in Seattle, based on type of establishment, as “healthy” or “less healthy” (Table 1). While one can argue for the healthfulness of fish and meat markets and many restaurants, our criterion for a healthy food retail establishment was that it offer an assortment of fresh fruits and vegetables. This criterion is motivated by research evidence<sup>15-17</sup> linking fruit and vegetable consumption to healthy outcomes and federal dietary guidelines for increased fruit and vegetable consumption.<sup>17</sup> We also added farmers markets to the list of healthy food retail establishments as they feature similar produce selections relative to the other establishments classified as healthy. These 18 farmers-market locations are from the 2017 City of Seattle list. Our final dataset included 3,927 food retailers, 132 of which we classified as healthy.

Table 1. Classification of healthfulness of food retail establishments based on establishment type*		
Healthy	Less healthy	
Supermarket	Restaurant	Dessert
Grocery Store w/ produce section	Quick Service	Tavern/Pub
Warehouse w/ produce section	Coffee Shop	Food/Drugstore Combo
Farmers Market	Bakery/Deli	Specialty Food Store
Produce Market	Fast Food	Grocery Store w/o produce section
	Convenience Store	Warehouse w/o produce section
	Fish/meat market	

\*Sub-categorization distinctions between “ethnic” and “traditional” have been omitted for this chart.

### Constructing the index

#### Factor 1. Below 200% of the Federal Poverty Level (FPL)

The first component of the HFPA index comes from income levels by census tract as assessed by the American Community Survey (2012-2016). An area was considered eligible for HFPA status if more than 25% of the area’s population reported household income below 200% of FPL. We chose a cut point of 25% because it enabled us to capture both predominantly low-income areas and moderate concentrations of low-income households in predominantly high-income areas. We selected 200% FPL as a useful metric in part because it serves as Washington state’s cutoff for participation in the federal Supplemental Nutrition Assistance Program (SNAP).

#### Factor 2. Travel time to healthy food retailers

The second component of the HFPA index assesses travel time to healthy food retailers (defined in Table 1 above) by examining multi-modal travel times to these locations. First, we converted the area of the city into a grid of .25 mile x .25 mile cells (each about the size of a 4 block x 4 block area in the heart of downtown Seattle). This “rasterization” process (cells arranged in grid with rows and columns commonly used in Geographic Information Systems) allowed us to create a spatially continuous measure of travel time which we generated using [Open Trip Planner](#) (OTP), Open Street Map, and General Transit Feed Specification (GTFS) data from King County Metro Transit. To account for the fact that people don’t necessarily shop at the food retailer closest to home<sup>2</sup>, we calculated the travel times between each of the city’s 1450 valid grid cells and the *four nearest healthy food locations for three different modes of travel*: driving, walking, and public transit. To account for transit-schedule variability, we averaged the public transit times over several estimates depending on time of day and day of week. Once travel times by each of the three modes were generated for the four closest healthy food locations for each grid cell, we computed a mode-averaged score where we used the walk time if it was the fastest of the three. Otherwise, we averaged the driving-time and public-transit-time estimates, weighted by census-tract-level ACS estimates of vehicle availability. We created the final travel-time estimate for each grid cell by averaging the four composite travel-time estimates. Informed by previous work<sup>3</sup>, we used one-way trip distance greater than 10 minutes as our threshold for this component.

#### Factor 3. Food swamp index

The third component of our index captures the proportion of all retail food outlets in the nearby food environment that offers “less healthy” options:

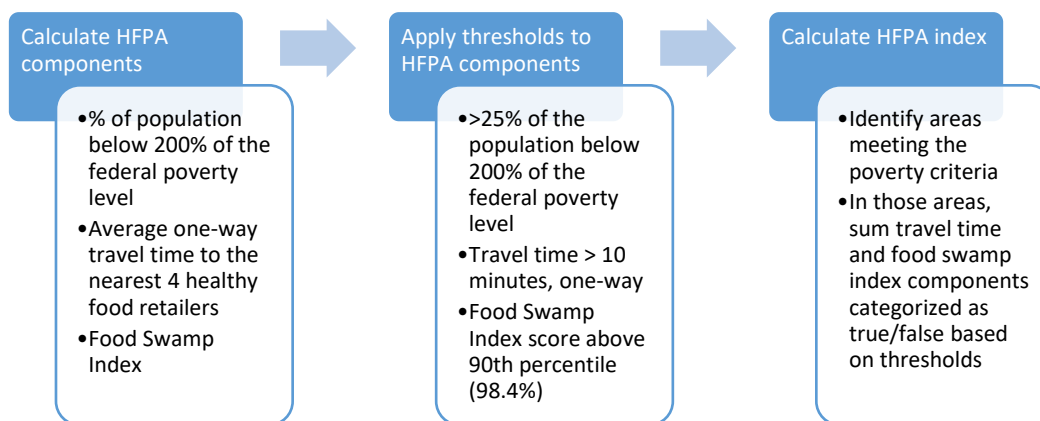
$$\text{food swamp index} = \frac{(\# \text{ Less Healthy Food Retailers})}{(\# \text{ Total Food Retailers})} \times 100$$

We computed this “food swamp” index for each grid cell (same grid as the travel-time analysis) using a 2.25 mi x 2.25 mi “moving window.” That is, for each grid cell, the metric was calculated by examining all retail food locations that fall within the window centered on the grid cell of interest. Once the calculation was completed, the next grid cell was assessed and the window was re-centered accordingly. We used a 2.25 mi x 2.25 mi window because it corresponds with the median size of Seattle’s “health reporting areas,” geographic units used by Public Health-Seattle & King County (PHSKC) to report health outcomes and demographic data. Unlike some similar studies, we included taverns and bars as food establishments because a review of the coding scheme for the categorized food permit data suggested that many of these locations do sell food. To reduce estimate instability, we excluded any grid cell with fewer than 10 food establishments in the 2.25 mi x 2.25 mi window. For this component, we identified all grid cells with a food swamp index score above the 90<sup>th</sup> percentile (98.4%) as the threshold for contributing to the final healthy food priority area index.

### Calculating Seattle’s healthy food priority area index

We combined all three components by summing the equally weighted travel time and food swamp index components categorized as true/false (0 or 1) in grid cells that met the conditions specified by the income component (>25% of the area’s population with income below 200% FPL). To ensure standardization, we excluded any grid cell where any of the three components were missing (190 were excluded – mainly marinas and water areas, which should not impact any analyses or conclusions). Figure 1 summarizes the process for calculating the HFPA index.

**Figure 1. Calculating the healthy food priority area (HFPA) index**



## References

1. Misiaszek C, Buzogany S, Freishtat H. *Baltimore City's Food Environment: 2018 Report*. Baltimore, MD; 2018.
2. Drewnowski A, Aggarwal A, Hurvitz PM, Monsivais P, Moudon A V. Obesity and supermarket access: Proximity or price? *Am J Public Health*. 2012;102(8):e74-80. doi:10.2105/AJPH.2012.300660
3. Jiao J, Moudon A V, Ulmer J, Hurvitz PM, Drewnowski A. How to identify food deserts: Measuring physical and economic access to supermarkets in King County, Washington. *Am J Public Health*. 2012;102(10). doi:10.2105/AJPH.2012.300675
4. Cooksey-Stowers K, Schwartz M, Brownell K. Food Swamps Predict Obesity Rates Better Than Food Deserts in the United States. *Int J Environ Res Public Health*. 2017;14(11):1366. doi:10.3390/ijerph14111366
5. Mui Y, Jones-Smith JC, Thornton RLJ, Pollack Porter K, Gittelsohn J. Relationships between Vacant Homes and Food Swamps: A Longitudinal Study of an Urban Food Environment. *Int J Environ Res Public Health*. 2017;14(11):1426.
6. *Census Tract Level State Maps of the Modified Retail Food Environment Index (MRFEI)*.
7. Food Access Research Atlas. USDA Economic Research Services . <https://www.ers.usda.gov/data-products/food-access-research-atlas/go-to-the-atlas.aspx>. Accessed December 6, 2018.
8. Memorandum. Seattle Department of Transportation (SDOT) & Office of Sustainability and the Environment (OSE). <http://seattle.legistar.com/View.ashx?M=F&ID=6576193&GUID=2096C66B-355D-4486-9C67-51C0B23FDA52>. Published 2018.
9. Rundle A, Neckerman KM, Freeman L, et al. Neighborhood food environment and walkability predict obesity in New York City. *Environ Health Perspect*. 2009;117(3):442-447. doi:10.1289/ehp.11590
10. Phillips E, McDaniel A, Croft A. Food Insecurity and Academic Disruption Among College Students. *J Stud Aff Res Pract*. June 2018:1-20. doi:10.1080/19496591.2018.1470003
11. Tippet R. Impact of Off-Campus College Students on Local Poverty Rates. UNC | Carolina Demography, Carolina Population Center. <https://demography.cpc.unc.edu/2015/03/09/impact-of-off-campus-college-students-on-local-poverty-rates/>. Published 2015. Accessed January 17, 2019.
12. Bishaw A. When Off-Campus College Students are Excluded, Poverty Rates Fall in Many College Towns. United States Census Bureau. <https://www.census.gov/newsroom/blogs/random-samplings/2013/07/when-off-campus-college-students-are-excluded-poverty-rates-fall-in-many-college-towns.html>. Published 2013. Accessed January 17, 2019.
13. Benson C, Bishaw A. Small and Large College Towns See Higher Poverty Rates. United States Census Bureau. <https://www.census.gov/library/stories/2018/10/off-campus-college-students-poverty.html>. Published 2018. Accessed January 17, 2019.
14. Mahmud NK, Monsivais P, Drewnoski A. *The Search for Affordable Nutrient Rich Foods: A Comparison of Supermarket Food Prices in Seattle-King County*. Seattle, WA; 2009. <http://depts.washington.edu/uwcphn/reports/cphnbrf2.pdf>.
15. Lim SS, Vos T, Flaxman AD, et al. A comparative risk assessment of burden of disease and injury attributable to 67 risk factors and risk factor clusters in 21 regions, 1990–2010: a systematic analysis for the Global Burden of Disease Study 2010. *Lancet*. 2012;380(9859):2224-2260. doi:10.1016/S0140-6736(12)61766-8
16. Murray CJL, Abraham J, Ali MK, et al. The State of US Health, 1990-2010: Burden of diseases, injuries, and risk factors. *JAMA*. 2013;310(6):591. doi:10.1001/jama.2013.13805
17. *2015-2020 Dietary Guidelines for Americans*. 8th ed. US Department of Health and Human

Services, US Department of Agriculture; 2015.  
<https://health.gov/dietaryguidelines/2015/guidelines/>. Accessed December 4, 2018.

## SECTION 3 | WHAT IS THE PRICE AND AVAILABILITY OF HEALTHY FOOD IN SEATTLE STORES?

### SUMMARY

During May through July 2018, we conducted in-store surveys in a sample of 134 food stores in Seattle, plus 23 food stores in the three priority neighborhoods to measure the availability and price of 19 healthy food items. The primary objective of this assessment was to assess the price and availability of healthy food in Seattle by neighborhood characteristics, such as income level and race/ethnicity composition, in order to assess whether differences in healthy food availability and the price of healthy foods exist in these neighborhood contexts. A secondary objective was to conduct a pilot study of in-store healthy food availability in a census (rather than a sample) of stores in three priority neighborhoods: Haller Lake, High Point, and South Park. Analyses are weighted to be representative of the types of stores in each neighborhood.

### Key findings

#### *Availability:*

- Lower-income neighborhoods and neighborhoods with more Black or Hispanic residents had fewer supermarkets and superstores and more small stores, such as convenience stores.
- There was lower availability of healthy foods in lower-income neighborhoods and neighborhoods with more Black or Hispanic residents.
- Mean healthy food availability scores varied by Seattle City Council District, with Council District 5 scoring the lowest, and Council District 6 scoring the highest.

#### *Price:*

- The price of healthy foods tended to be lower in lower-income neighborhoods and neighborhoods with more Black or Hispanic residents. When available, protein, milk, grains, and vegetables tended to be less expensive in lower-income neighborhoods and neighborhoods with more Black or Hispanic residents as compared to prices of these foods in neighborhoods of higher income and fewer Black or Hispanic residents. However, statistical confidence intervals around many of these estimates overlapped, indicating that the price differences are likely not statistically significant.

#### *Pilot census study:*

- The categorized food permit data base<sup>i</sup> was only moderately accurate in identifying food stores-- indicating a dynamic food environment in Seattle, with many food stores closing, opening, and moving during a relatively short period of time.
- Despite the inaccuracies, the overall conclusions drawn using the census and in-stores assessments would be similar to those drawn using existing data and scoring methods developed in Section 1 of this report for two out of the three priority neighborhoods.
- Decision-makers will need to weigh the trade-offs in accuracy with the cost of in-person data collection and the potential need to repeat data collection frequently in the context of a rapidly changing city.

---

<sup>i</sup> Public Health Food Permit records categorized by University of Washington Urban Forum Lab (UFL) researchers under the direction of Dr. Anne Vernez Moudon, hereafter referred to as "categorized food permit database."

## SECTION 3 | WHAT IS THE PRICE AND AVAILABILITY OF HEALTHY FOOD IN SEATTLE STORES?

### OBJECTIVE

This section of the report speaks primarily to two of the five dimensions of food access—*availability* and *affordability*.

Our primary objective was to examine availability and price of healthy foods in Seattle according to neighborhood characteristics of income and race and ethnicity in order to assess whether differences in healthy food availability and the price of healthy foods exist in these neighborhood contexts. A secondary objective was to conduct a pilot study of in-store healthy food in a census (rather than a sample) of stores in three priority neighborhoods.

We conducted in-store healthy food availability and price assessments, which are complementary to the work by the Evaluation Team to develop a healthy food priority area (HFPA) index described in Section 2, which uses only pre-existing data to characterize the food environment in Seattle. Specifically, city-wide, we are able to combine the in-store assessment of healthy food availability with census demographic information to objectively assess inequities in healthy food availability and price. In addition, we assess whether the information gained from the intensive primary data collection in three priority neighborhoods provides valuable information beyond what could be inferred from preexisting secondary data sources.

### RESULTS

#### HEALTHY FOOD AVAILABILITY AND PRICES IN SEATTLE ACCORDING TO NEIGHBORHOOD CHARACTERISTICS

##### Development of our tool to conduct in-store healthy food assessments

To assess healthy food availability, we developed an abbreviated in-store healthy food assessment survey that was based on the widely-used Nutrition Environment Measures Survey for Convenience Stores (NEMS-CS), which is often considered a gold standard for in-store healthy food availability assessment.<sup>2</sup> We collected the availability and prices for 19 individual healthy food items within five categories of fruit, vegetables, grains, proteins, and milk. We used the healthy food scoring algorithm from the NEMS-CS to assign points for each of these healthy foods (see Table 1 for the foods included and the points assigned for each food).

The final list of food items was based on input from Seattle Human Services Department, Seattle Office of Sustainability and Environment, Seattle City Councilmembers, and the SBT Community Advisory Board. We refer to our newly developed survey tool as the Seattle Healthy Food Survey (Appendix B). See addendum at the end of this section for detailed methods.



<b>Table 1. Products included in the Seattle Healthy Food Survey</b>	
<b>Healthy food items<sup>1</sup></b>	<b>Total points available in survey</b>
<b>Fruit</b>	<b>3</b>
Apples	1
Bananas	1
Oranges	1
<b>Vegetables</b>	<b>5</b>
Broccoli	1
Carrots	1
Green lettuce	1
Tomatoes	1
Yellow onions	1
<b>Grains</b>	<b>7</b>
100% whole wheat bread	2
White bread	1
Frosted Flakes cereal	1
Original Cheerios cereal	2
Rice (white or brown)	1
<b>Protein</b>	<b>6</b>
Canned beans (black, kidney, or garbanzo)	2
Eggs	2
Lean fresh ground meat	2
<b>Milk</b>	<b>4</b>
1% Milk	1
2% Milk	1
Fat-free milk	2
Whole milk	0

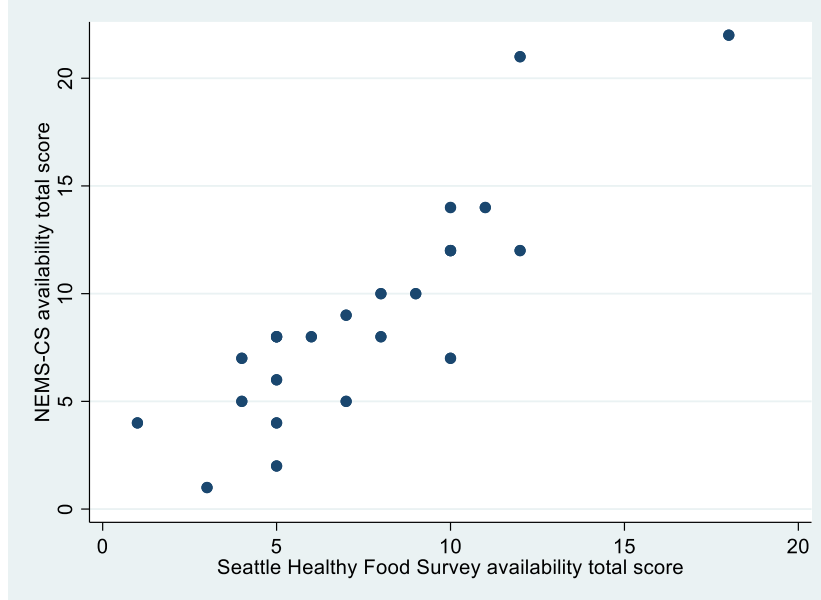
<sup>1</sup>We additionally collected the availability and prices of five junk food products and sweets, which are not included in this analysis: Lays potato chips, Pringles potato chips, Reese's peanut butter cups, Oreos, and Little Debbie Honey Buns. These items received no points in the Healthy Food Survey scoring tool and were not included in the market basket.

### **Comparison of NEMS-CS to Seattle Healthy Food Survey to assess healthy food availability in Seattle food stores**

We tested how well our newly developed healthy food availability survey, which we call the Seattle Healthy Food Survey, performed as compared to the NEMS-CS by conducting both our survey and the NEMS-CS survey in 23 stores. The same research assistant conducted both surveys in each store on the same day, back-to-back.

Figure 2 illustrates the relationship between the total scores for healthy food availability for the Seattle Healthy Food Survey and the NEMS-CS. The two tools were highly correlated with a Pearson's correlation coefficient of 0.875 (Table 2). This strong relationship between the two measures supports the proposition our Seattle Healthy Food Survey measures the availability of healthy food similarly to the NEMS-CS.

**Figure 2. Scatterplot of Seattle Healthy Food Survey total score versus NEMS-CS availability total score**



<b>Table 2. Descriptive statistics of NEMS-CS score and Seattle Healthy Food Survey score in the 23 priority area stores surveyed with both tools</b>		
<b>N = 23</b>	<b>NEMS-CS availability score</b>	<b>Seattle Healthy Food Survey availability score</b>
Mean (StDev)	9.1 (5.3)	7.6 (3.8)
Median	8	7
Range	1-22	1-18
Correlation	0.875	

**Stores Identified in the Food Permit Database versus SBT Retail Audit: Weighting our sample stores to be representative of the distribution of food stores in Seattle**

In Seattle, the categorized food permit database contains 493 food stores citywide; we surveyed 27% (n=134) of these food stores using the Seattle Healthy Food Survey as part of the Sweetened Beverage Tax (SBT) retail audit sample.

Table 3 displays the percent of each store type present citywide in Seattle compared to their representation in the SBT retail audit sample of food stores. This table illustrates the degree to which the SBT retail audit sample is representative of the store types in all of Seattle. Compared to Seattle, the SBT retail audit sample contains more supermarkets (17.2% versus 11.8% citywide), more warehouses/superstores (5.2 % versus 1.4% citywide), more grocery stores (21.6% versus 17.4% citywide), and more drug stores (12.7% versus 8.9% citywide). The SBT retail audit sample contains fewer small stores than are present citywide in Seattle (43.3% versus 60.5% citywide). This means that small stores are under-represented in the SBT retail audit sample, while larger stores are over represented in the sample, compared to the distribution of all food stores in Seattle. These findings are

not surprising since we used quotas (as described in the Baseline SBT Evaluation Report)<sup>1</sup> to obtain a sample that had an adequate number of each store type distributed geographically throughout the City.

Table 3 additionally displays the proportion of each food store type in both the food permit database and the SBT retail audit sample by 1) neighborhood median household income (low, medium, high), 2) neighborhood percent Black/Hispanic (low, medium, high) residents and 3) Council District.

In the food permit database, 45.4% (n=224) of all Seattle food stores are in the lowest-income neighborhoods, 37.5% (n=185) of stores are in the middle-income neighborhoods, and 17% (n=84) are in the highest-income neighborhoods. Meaning, there is a higher number of food stores in lower-income neighborhoods as compared to middle- and higher-income neighborhoods. However, the types of stores within each neighborhood differ. There are more small stores (n=149, 66.5%) in the lower-income neighborhoods, compared to the middle (n=105, 56.8%) and higher income neighborhoods (n=44, 52.4%). Conversely, there are more grocery stores and supermarkets in the middle and higher income neighborhoods, as compared to the lower-income census tract. There are also fewer supermarkets and more small stores in neighborhoods with the highest percentage of Black or Hispanic residents. In terms of Council Districts, Districts 2 and 7 had a larger share of stores compared to the other districts.

### Weighting our sample stores to be representative of the distribution of food stores in Seattle

To account for these differences in our food availability and food prices analyses below, we create four different weights to adjust our sample so that it is representative of the distribution of store types in Seattle 1) citywide and then within 2) each tertile of income (low, medium, high) and 3) each tertile of race/ethnicity (low, medium, high). For analyses by Council District, we weight the stores to be representative within Council District. (See addendum for details of post-estimation weights)

<b>Table 3. Comparison of Seattle food stores in the categorized food permit database to the SBT retail audit store sample</b>		
	<b>All Seattle stores in categorized food permit database</b>	<b>SBT retail audit store sample</b>
	<b>N = 493</b>	<b>N = 134</b>
	<b>N (%)</b>	<b>N (%)</b>
<b>Store type</b>		
Supermarket	58 (11.8)	23 (17.2)
Warehouse /Superstore	7 (1.4)	7 (5.2)
Grocery	86 (17.4)	29 (21.6)
Small store	298 (60.5)	58 (43.3)
Drug store	44 (8.9)	17 (12.7)
<b>Median household income in census tract</b>		
\$14,155 - \$63,077 (lowest income group, n=25 census tracts/neighborhoods)	224 (45.4)	61 (45.5)
Supermarket	20 (8.9)	10 (16.4)
Warehouse /Superstore	3 (1.3)	3 (4.9)
Grocery	34 (15.2)	12 (19.7)
Small store	149 (66.5)	27 (44.3)
Drug store	18 (8)	9 (14.8)
\$65,772 - \$88,706 (middle income group, n=26 census tracts/neighborhoods)	185 (37.5)	47 (35.1)

<b>Table 3. Comparison of Seattle food stores in the categorized food permit database to the SBT retail audit store sample</b>		
	<b>All Seattle stores in categorized food permit database</b>	<b>SBT retail audit store sample</b>
	<b>N = 493</b>	<b>N = 134</b>
	<b>N (%)</b>	<b>N (%)</b>
Supermarket	27 (14.6)	9 (19.2)
Warehouse /Superstore	4 (2.2)	4 (8.5)
Grocery	30 (16.2)	9 (19.2)
Small store	105 (56.8)	19 (40.4)
Drug store	19 (10.3)	6 (12.8)
<b>\$91,005-\$159,652</b> (highest income group, n=20 census tracts/neighborhoods)	<b>84 (17)</b>	<b>26 (19.4)</b>
Supermarket	11 (13.1)	4 (15.4)
Warehouse /Superstore	0 (0)	0 (0)
Grocery	22 (26.2)	8 (30.8)
Small store	44 (52.4)	12 (46.2)
Drug store	7 (8.3)	2 (7.7)
<b>Percent Black or Hispanic in census tract</b>		
<b>0.79%-6.34%</b> (lowest % Black or Hispanic, n=20 census tracts/neighborhood)	<b>80 (16.2)</b>	<b>26 (19.4)</b>
Supermarket	15 (18.8)	6 (23.1)
Warehouse /Superstore	0 (0)	0 (0)
Grocery	15 (18.8)	8 (30.8)
Small store	44 (55)	8 (30.8)
Drug store	6 (7.5)	4 (15.4)
<b>6.42%-15.31%</b> (middle % Black/Hispanic, n=21 census tracts/neighborhoods)	<b>170 (34.5)</b>	<b>40 (29.9)</b>
Supermarket	23 (13.5)	7 (17.5)
Warehouse /Superstore	2 (1.2)	2 (5)
Grocery	32 (18.8)	6 (15)
Small store	92 (54.1)	21 (52.5)
Drug store	21 (12.4)	4 (10)
<b>15.74%-50.99%</b> (highest % Black/Hispanic, n=30 census tracts/neighborhoods)	<b>243 (49.3)</b>	<b>68 (50.8)</b>
Supermarket	20 (8.2)	10 (14.7)
Warehouse /Superstore	5 (2.1)	5 (7.4)
Grocery	39 (16.1)	15 (22.1)
Small store	162 (66.7)	29 (42.7)
Drug store	17 (7)	9 (13.2)
<b>Council Districts</b>		
1	51 (10.3)	17 (12.7)
2	111 (22.5)	41 (30.6)
3	75 (15.2)	15 (11.2)
4	50 (10.1)	10 (7.5)
5	55 (11.2)	15 (11.2)

Table 3. Comparison of Seattle food stores in the categorized food permit database to the SBT retail audit store sample		
	All Seattle stores in categorized food permit database	SBT retail audit store sample
	N = 493	N = 134
	N (%)	N (%)
6	58 (11.8)	19 (14.2)
7	93 (18.9)	17 (12.7)

### Availability and price of healthy foods in Seattle

We surveyed 134 food stores spread throughout the City of Seattle to assess healthy food availability and price. (See appendix for full details of store sampling and data collection protocol)

Of all stores, 96% (n=128) carried at least one of the products measured in the Seattle Healthy Food Survey.

Table 4 displays healthy food availability score (range 0-25 points) and price per pound of healthy foods by store type. All results have been weighted to be representative of the distribution of all food stores in Seattle.

#### Healthy food availability score

Larger stores (warehouses, supermarkets, grocery stores) had higher availability of healthy foods, compared to smaller stores (drug stores, small stores). On average, warehouses/superstores had the highest availability score (20.6 [95% CI=17.86, 23.29]), followed closely by supermarkets (19.0 [95% CI=15.90, 22.09]) and then grocery stores (16.2 [95% CI=14.10, 18.31]). Drug stores and small stores had a substantially lower healthy food availability scores as compared to the larger store types (9.5 [95% CI=8.76, 10.18] and 6.8 [95% CI=5.49, 8.08], respectively). Despite carrying no fruit, vegetables, or meat, drug stores had a higher availability score than small stores; this is largely due to the fact that drug stores consistently carried some eggs, beans, milk, and grains. The availability of foods in small stores ranged widely; 75% (n=39) of all small stores carried milk, 69% (n=36) carried grains, 56% (n=29) carried fresh fruit, 50% (n=26) carried proteins, and 25% (n=13) carried fresh vegetables. Only one small store carried fresh meat.

#### Price per pound of healthy food

Mean prices of healthy food (per pound) are displayed in Table 4. For most food categories, as would be expected, prices were generally lower in larger stores (supermarkets and warehouses/superstores) as compared to relatively smaller stores (grocery, small and drug stores). For meat, small stores had the lowest mean price, but only one small store had any meat, so this should not be inferred to reflect general pricing at small stores. Rather, a better conclusion is that small stores generally did not carry meat. Grocery stores had a lower average price on meat compared to supermarkets, warehouses, and superstores; however, the confidence intervals overlap indicated that this difference is not likely to be statistically significant. For milk, drug stores had a similarly low price compared to supermarkets, while small stores had the highest prices for milk. Within store type, price per pound tended to be highest for meat and milk (per gallon) and lower for fruits and vegetables.

Table 4. Average healthy food availability score and price per pound of healthy foods in Seattle by store type								
Store type	Seattle Healthy Food Survey availability score	Mean price (\$)						
		Fruit per pound	Vegetables per pound	Grain per pound	Meat per pound	Eggs per pound	Beans per pound	Milk per gallon
	Mean score (95% CI) N	Mean \$/lb. (95% CI) N	Mean \$/lb. (95% CI) N	Mean \$/lb. (95% CI) N	Mean \$/lb. (95% CI) N	Mean \$/lb. (95% CI) N	Mean \$/lb. (95% CI) N	Mean (95% CI) N
Supermarket	19.0 (15.90, 22.09) N=23	1.58 (0.98, 2.17) N=22	1.69 (1.57, 1.81) N=21	2.41 (2.04, 2.79) N=23	5.78 (5.17, 6.39) N=18	1.34 (1.11, 1.56) N=18	1.24 (1.12, 3.67) N=19	3.41 (2.70, 4.13) N=20
Warehouse/superstore	20.57 (17.86, 23.29) N=7	1.46 (0.77, 2.16) N=7	1.92 (1.18, 2.66) N=7	1.90 (1.71, 2.09) N=7	5.45 (4.69, 6.21) N=6	1.71 (0.58, 2.84) N=6	0.91 (0.77, 1.05) N=7	2.88 (2.26, 3.51) N=7
Grocery	16.21 (14.10, 18.31) N=29	1.99 (1.35, 2.63) N=26	1.97 (1.63, 2.30) N=28	2.39 (1.80, 2.99) N=26	4.95 (4.02, 5.89) N=20	2.12 (1.80, 2.44) N=25	1.57 (1.42, 1.73) N=23	4.17 (3.67, 4.67) N=25
Small store	6.81 (5.49, 8.08) N=52	2.77 (2.41, 3.13) N=29	2.35 (1.48, 3.21) N=13	2.29 (1.88, 2.70) N=36	3.99 (n/a) N=1	2.72 (2.42, 3.01) N=28	2.11 (1.78, 2.44) N=24	5.18 (4.68, 5.68) N=39
Drug store	9.47 (8.76, 10.18) N=17	N/A	N/A	2.59 (1.73, 3.44) N=17	N/A	1.76 (1.47, 2.04) N=17	1.71 (1.53, 1.89) N=10	3.34 (3.10, 3.59) N=17

*Fruit includes apples, oranges, bananas*

*Vegetables includes broccoli, carrots, green lettuce, tomatoes, onions*

*Grains includes 100% whole wheat bread, white bread, frosted flakes cereal, original cheerios cereal, rice (white or brown)*

*Milk includes, in this order, fat-free milk, 1% milk, 2% milk, whole milk. The mean milk price is drawn from fat-free milk if available, then 1% milk, then 2% milk, then whole milk.*

Table 5 displays the healthy food availability score and price per pound of healthy foods by neighborhood median household income and percent Black or Hispanic, across the sample of stores surveyed in Seattle. Results are weighted to match the distribution of store types in each tertile.

*Healthy food availability score by median household income*

Neighborhoods with higher median household income levels had higher mean healthy food availability scores compared to middle- and lower-income neighborhoods (12.80 [95% CI=11.04, 14.55] in the highest income group, vs. 10.98 [95% CI=9.67, 12.29] in the middle income group, vs. 8.58 [95% CI=7.57, 9.62] in the lowest income group).

*Healthy food availability score by race/ethnicity*

When comparing by race/ethnicity, neighborhoods with more Black or Hispanic residents had lower healthy food availability scores, on average (9.29 [95% CI=8.19, 10.40] in the highest % Black or Hispanic group, vs. 11.05 [95% CI=9.73, 12.36] in the middle % Black or Hispanic neighborhoods, vs. 11.90 [95% CI=9.92, 13.89] in the lowest % Black or Hispanic neighborhoods).

*Price per pound of healthy food by median household income*

Average price per pound of grains, vegetables, meat, and beans were less expensive in the lowest neighborhood income group compared to the highest neighborhood income group; but in many cases, the confidence intervals overlap, indicating that differences are likely not statistically significant. Fruit tended to be more expensive in the lowest income neighborhoods.

*Price per pound of healthy food by race/ethnicity*

Prices were lower for fruit, vegetables, grains, meat, and eggs in neighborhoods with more Black or Hispanic residents. Although, similar to results by neighborhood-level income, the confidence intervals on the estimates are overlapping in many cases, indicating that prices may not be statistically significantly different. Milk and beans had higher average prices in neighborhoods where more Black or Hispanic residents reside; however, here again, the differences are likely not statistically significant.

This means that while higher-income areas and areas with fewer Black or Hispanic residents have greater access to healthy foods, the prices in these areas also tended to be higher, on average.

**Table 5. Average healthy food availability score and price per pound of healthy foods in Seattle according to neighborhood income and race tertiles**

Census tract median household income & percent Black or Hispanic	Seattle Healthy Food Survey availability score N = 128	Mean price (\$)						
		Fruit per pound N = 84	Vegetables per pound N = 69	Grain per pound N = 109	Meat per pound N=43	Eggs per pound N=90	Beans per pound N=76	Milk per gallon N = 108
		Mean score (95% CI)	Mean \$/lb. (95% CI)	Mean \$/lb. (95% CI)	Mean \$/lb. (95% CI)	Mean \$/lb. (95% CI)	Mean \$/lb. (95% CI)	Mean \$/lb. (95% CI)
<b>Median household income in Census tract (weighted<sup>4</sup>)</b>								
\$0 - \$63,077 (lowest income group)	8.58 (7.57, 9.62)	2.46 (2.04, 2.87)	1.63 (1.39, 1.86)	2.24 (1.91, 2.56)	4.98 (4.07, 5.90)	2.13 (1.96, 2.30)	1.78 (1.49, 2.08)	4.46 (4.06, 4.85)
\$65,772 - \$88,706 (middle income group)	10.98 (9.67, 12.29)	2.36 (1.99, 2.74)	2.35 (1.97, 2.72)	2.15 (1.82, 2.49)	4.96 (4.23, 5.68)	2.27 (1.97, 2.57)	1.80 (1.49, 2.10)	4.59 (4.10, 5.08)
\$91,005-\$159,652 (highest income group)	12.80 (11.04, 14.55)	2.10 (1.76, 2.44)	2.10 (1.61, 2.59)	2.81 (2.38, 3.24)	5.97 (5.16, 6.79)	2.50 (2.16, 2.83)	1.87 (1.75, 1.99)	4.52 (4.12, 4.92)
<b>Percent Black or Hispanic in Census tract (weighted<sup>4</sup>)</b>								
0%-6.34% (lowest % Black or Hispanic)	11.90 (9.92, 13.89)	2.40 (2.06, 2.74)	1.92 (1.74, 2.10)	2.56 (2.0, 3.12)	6.15 (5.52, 6.79)	2.67 (2.39, 2.96)	1.67 (1.38, 1.97)	4.27 (3.72, 4.82)
6.42%-15.31% (intermediate % Black or Hispanic)	11.05 (9.73, 12.36)	2.40 (2.01, 2.78)	2.45 (1.91, 2.98)	2.71 (2.43, 3.07)	5.97 (5.11, 6.82)	2.37 (2.10, 2.63)	2.00 (1.72, 2.28)	4.53 (4.20, 4.86)
15.74%-50.99% (highest % Black or Hispanic)	9.29 (8.19, 10.40)	2.31 (1.91, 2.72)	1.78 (1.45, 2.11)	2.10 (1.80, 2.40)	4.53 (3.93, 5.13)	2.14 (1.90, 2.38)	1.73 (1.48, 1.99)	4.72 (4.25, 5.18)

<sup>4</sup>Post-estimation weights adjust results to the categorized food permit database distribution of store types within either the income categories or the percent Black or Hispanic categories. Finite population correction and, as appropriate, sub-population sizes are adjusted for.

*Fruit includes apples, oranges, bananas*

*Vegetables includes broccoli, carrots, green lettuce, tomatoes, onions*

*Grains includes 100% whole wheat bread, white bread, frosted flakes cereal, original cheerios cereal, rice (white or brown)*

*Milk includes, in this order, fat-free milk, 1% milk, 2% milk, whole milk. The mean milk price is drawn from fat-free milk if available, then 1% milk, then 2% milk, then whole milk.*



Table 6 displays the healthy food availability score and price per pound of healthy foods by Council District, across the sample of stores surveyed in Seattle. The analyses by Council District are weighted by the proportion of store types present in each Council District.

Healthy food availability score

Mean healthy food availability score varied from 7.69 (95% CI: 5.63, 9.75) in Council District 5, to 13.48 (10.90, 16.02) in Council District 6.

Price per pound of healthy food

No single Council District had the highest or lowest price on all the food categories by pound and the majority of confidence intervals overlapped, indicating few statistically significant differences across Districts in the price of food.

Table 6. Average healthy food availability score and price per pound of healthy foods in Seattle by Council District (using post-estimation weights)								
Council Districts	Seattle Healthy Food Survey availability score N = 128	Mean price (\$)						
		Fruit per pound	Vegetables per pound	Grain per pound	Meat per pound	Eggs per pound	Beans per pound	Milk per gallon
	Mean score (95% CI)	Mean \$/lb. (95% CI)	Mean \$/lb. (95% CI)	Mean \$/lb. (95% CI)	Mean \$/lb. (95% CI)	Mean \$/lb. (95% CI)	Mean \$/lb. (95% CI)	Mean \$/lb. (95% CI)
1 (Stores N=17)	9.14 (8.13, 10.17)	2.65 (2.39, 2.92)	1.89 (1.72, 2.10)	2.41 (1.96, 2.86)	5.78 (5.25, 6.31)	2.35 (2.17, 2.53)	1.98 (1.69, 2.27)	4.66 (4.02, 5.30)
2 (Stores N =41)	7.91 (6.82, 9.0)	2.33 (1.81, 2.85)	1.70 (1.25, 2.16)	2.06 (1.66, 2.47)	4.23 (3.30, 5.15)	2.17 (1.85, 2.49)	1.86 (1.44, 2.28)	4.61 (4.18, 5.04)
3 (Stores N =15)	12.58 (10.11, 15.05)	2.11 (1.69, 2.53)	1.70 (1.56, 1.83)	2.48 (1.87, 3.09)	5.37 (4.35, 6.39)	2.05 (1.77, 2.31)	1.63 (1.11, 2.14)	4.04 (3.39, 4.68)
4 (Stores N =10)	13.15 (10.56, 15.74)	2.11 (1.62, 2.59)	3.40 (2.42, 4.38)	3.29 (2.93, 3.65)	7.70 (7.21, 8.20)	2.85 (2.65, 3.05)	1.89 (1.80, 1.97)	4.20 (3.42, 4.99)
5 (Stores N =15)	7.69 (5.63, 9.75)	2.63 (2.14, 3.12)	1.78 (1.55, 2.01)	1.53 (0.87, 2.20)	5.51 (4.96, 6.05)	2.02 (1.79, 2.26)	1.33 (1.23, 1.42)	4.69 (3.86, 5.52)
6 (Stores N =19)	13.48 (10.90, 16.02)	1.82 (1.33, 2.31)	2.03 (1.67, 2.39)	2.97 (2.55, 3.40)	6.06 (5.46, 6.67)	2.50 (2.25, 2.75)	1.92 (1.39, 2.48)	4.57 (3.93, 5.21)
7 (Stores N =17)	11.26 (9.49, 13.03)	2.55 (1.93, 3.18)	2.56 (1.84, 3.27)	2.37 (1.92, 2.81)	4.90 (4.09, 5.71)	2.42 (1.93, 2.91)	1.77 (1.63, 1.90)	5.06 (4.41, 5.71)

**PILOT STUDY OF FULL CENSUSES OF FOOD STORES AND IN-STORE HEALTHY FOOD AVAILABILITY IN THREE PRIORITY NEIGHBORHOODS**

We also conducted a full census of food stores in Haller Lake (within Council District 5), High Point (within Council District 1), and South Park (within Council District 1), to understand if a full census of all stores would add value for characterizing the food environment, above and beyond what could be learned from traditional food environment analyses based on the food permit database or beyond taking just a sample of stores in these priority neighborhoods. To assess the value-added of the census, we examined three questions: 1) how accurate is the categorized food permit database in identifying the overall number and types of food stores? 2) would these neighborhoods be picked up in our HFPA index (Section 2)? and 3) does the in-store assessment of healthy food availability give a different

assessment of healthy food availability compared to a “food swamp” score based on the categorized food permit database?

**1. How accurate is the categorized food permit database?** The ground-truthing (i.e. the in-person drive-by to assess and categorize food stores and restaurants) revealed that the categorized food permit database provided only a moderately accurate count of food stores compared to what was physically verifiable during the ground-truthing. The positive predictive value for all store types was 0.70, meaning that 70% (n=39) of the stores listed in the categorized food permit database were confirmed in the ground-truthing (Appendix C); its sensitivity was 0.54, meaning that the categorized food permit database successfully identified 54% of all stores and restaurants present (39 of 72) in these three neighborhoods. (See addendum at the end of this section for detailed methods of the ground-truthing and the calculation of positive predictive value and sensitivity).

The categorized food permit database indicated there were three healthy food stores (defined as superstores, supermarkets, produce and farmers markets) across all three neighborhoods, while the ground-truthing indicated there was only one healthy food store across these three neighborhoods. For less-healthy food stores (defined as grocery stores, drug stores, small stores, and all restaurants/quick service/fast food), the categorized food permit database indicated there were 53 unhealthy food stores, while the ground-truthing indicated there were 71 of these stores. A food swamp is defined as an area where there are relatively more fast-food and junk-food retail establishments and relatively fewer healthy food alternatives.<sup>7</sup> When using a crude food swamp score (unhealthy retailers divided by total retailers) for all three neighborhoods combined, the food permit database indicated these areas were less of a food swamp (53 out of 56 = 94.6) compared to ground-truthing (71 out of 72 = 98.6).

<b>Table 7. Total count of healthy versus less healthy food stores and restaurants in the categorized food permit database versus those identified via ground-truthing in South Park, High Point, and Haller Lake</b>				
<b>Number of healthy and less healthy stores</b>	<b>South Park</b>	<b>High Point</b>	<b>Haller Lake</b>	<b>Overall</b>
Number of <b>healthy</b> food stores from categorized food permit database	0	0	3	<b>3</b>
Number of <b>healthy</b> food stores from ground-truthing exercise/census	0	0	1	<b>1</b>
Number of <b>less healthy</b> food stores from categorized food permit database	18	8	27	<b>53</b>
Number of <b>less healthy</b> food stores from ground-truthing exercise	23	10	38	<b>71</b>

**2. Would these neighborhoods be picked up in the HSPA scoring method (Section 2)?** South Park and High Point would have been flagged as a potential healthy food priority area, while Haller Lake would not. Haller Lake meets the threshold for poverty, but based on the categorized food permit database, would not have met the travel time or food swamp criteria. The discrepancy may be driven by the recent closure of two supermarkets in this area.

<b>Table 8. Healthy food priority area indicators for South Park, High Point, and Haller Lake</b>			
	<b>South Park</b>	<b>High Point</b>	<b>Haller Lake</b>
Score on poverty indicator	57.5%	45.17%	31.93%
<i>Binary indicator</i>	<i>1</i>	<i>1</i>	<i>1</i>
Score on travel times	14.14 min	10.77 min	6.29 min
<i>Binary indicator</i>	<i>1</i>	<i>1</i>	<i>0</i>
Score on food swamp	98.81	96.14	94.87
<i>Binary indicator</i>	<i>1</i>	<i>0</i>	<i>0</i>
<b>Total score</b>	<b>3</b>	<b>2</b>	<b>1</b>

**3. Does the in-store assessment of healthy food availability give a different assessment of healthy food availability compared to the assessment using the categorized food permit database?** We surveyed 23 food stores (88% survey rate) as part of the census in these neighborhoods; four of these stores had already been included as part of our original SBT retail audit sample. Table 9 shows the average healthy food availability score in each of these neighborhoods; healthy food availability is low in these areas, recalling that the average supermarket in Seattle scores 19 points. Also for comparison, the middle income group and intermediate group of proportion Black or Hispanic population both had a mean score of approximately 11 points (Table 5). The in-store healthy food assessment is consistent with the findings of the HFWA score using the categorized food permit database for one out of the three priority neighborhoods (South Park and High Point). Haller Lake would have been misclassified—seemingly having short travel times to the nearest healthy food and a food swamp score on the lower end of the spectrum (Table 8). High Point would have been flagged for having 2 indicators, but would not have been flagged for having all 3 indicators.

**Table 9. Healthy food availability scores and price per pound for healthy food for food stores in the Haller Lake, South Park, and High Point neighborhoods, coded by survey and permit database status**

Store	Store type	Seattle Healthy Food Survey availability score Mean (95% CI) N	Fruit Mean price/lb. (95% CI) N	Vegetables Mean price/lb. (95% CI) N	Grain Mean price/lb. (95% CI) N	Meat Mean price/lb. (95% CI) N	Eggs Mean price/lb. (95% CI) N	Beans Mean price/lb. (95% CI) N	Milk Mean price/lb. (95% CI) N	
<b>South Park</b>										
South Park Chevron	C	Small store	6.75 (4.03, 9.47) N=4	\$2.54 (-18.84, 23.83) N=2	\$1.29 (n/a) N=1	\$1.81 (-0.55, 4.17) N=2	N/A	2.65 (n/a) N=1	2.20 (n/a) N=1	\$4.99 (4.99, 4.99) N=3
South Park Grocery	C	Small store								
Fruteria Sandoval	C P	Small store								
Seaport Food Mart	C P	Small store								
<b>High Point</b>										
Walgreen's	C S	Drug store	8.43 (5.71, 11.14) N=7	\$4.03 (3.81, 4.25) N=5	\$1.87 (-9.56, 13.29) N=2	\$1.99 (1.23, 2.75) N=6	N/A	2.31 (1.30, 3.33) N=4	1.98 (1.60, 2.38) N=4	\$4.29 (3.19, 5.38) N=6
Delridge Arco AM/PM	C	Small store								
High Point Mini Market	C	Grocery								
M & J Mini Mart	C	Small store								
Cottage Grove Mart	C	Small store								
Rocky's Shell	C P	Small store								
Super-24 Food Store	C P	Small store								
<b>Haller Lake</b>										
Cash & Carry	C S	Grocery	7.41 (4.43, 10.40) N=12	\$3.24 (1.95, 4.53) N=8	\$1.88 (-1.14, 4.90) N=3	\$1.91 (1.24, 2.60) N=9	2.99 (n/a) N=1	2.32 (1.61, 3.04) N=6	1.70 (1.0, 2.40) N=2	\$3.80 (2.64, 4.96) N=8
Plutos on Aurora	C S	Small store								
European Foods	C	Small store								
7-Eleven Store #2360	C	Small store								
Haller Lake Food Shop	C	Small store								
7-Eleven Store #27901	C	Small store								
Aurora Mini Mart	C	Small store								
Northgate Shell	C	Small store								
Asian Food Center	C P	Small store								
Addis Market	C P	Small store								
Ebenezer Tienda Latina	C P	Small store								
Northgate Way 76	C P	Small store								
Northgate Chevron	D	Small store								
Tobacco Street	D P	Small store								
K-Smoke Mart	D P	Small store								

C = Stores surveyed for census

S = Stores surveyed in SBT sample

P = Stores not in the categorized food permit database

D = Stores that declined participating in the survey

Note that not listed in this table, are stores that were included in the permit database, but not present during ground-truthing.

## DISCUSSION

### Availability and price by neighborhood characteristics

We surveyed 27% (n=134) of all food stores in Seattle as part of the SBT retail audit sample using our Seattle Healthy Food Survey tool to assess in-store healthy food availability. We tested our Seattle Healthy Food Survey against a widely used gold-standard tool and found that it performs well (Pearson's correlation=0.875). This adds additional understanding to the Seattle's retail food environment in combination with other aspects of food availability, food insecurity, and opportunities to improve healthy food access.

In Seattle, lower-income neighborhoods and neighborhoods with more Black or Hispanic residents, had fewer large food stores and more small stores. Consistent with this finding, we found lower availability of healthy foods for lower-income neighborhoods and neighborhoods with more Black or Hispanic residents.

At the same time, when available, protein, milk, grains and vegetables tended to be less expensive in neighborhoods with lower-income or more Black or Hispanic residents (in contrast, fruit was more expensive in lower-income neighborhoods and milk was more expensive in neighborhoods with more Black or Hispanic residents). It should also be noted that although average prices were higher, the confidence intervals around many of these estimates overlapped, indicating that the price differences are likely not statistically significant. The tendency for higher prices in neighborhoods with higher income and fewer Black or Hispanic residents could be due to retailers pricing foods differently or stocking brands with different price points, depending on the surrounding neighborhood's demographic composition. It could also be that maintaining a higher variety of foods costs stores money and this is reflected in the pricing of the foods they carry.

As was anticipated, we found that larger food stores provide neighborhoods with greater access to healthy foods. Warehouses/superstores had the highest mean availability score, followed closely by supermarkets, and then grocery stores. Drug stores and small stores had substantially lower mean scores as compared to these larger store types.

Relatedly, supermarkets and warehouse/superstores offered these healthy foods - fresh fruits and vegetables, eggs, and beans - at lower prices as compared to grocery and small stores (no drug stores surveyed carried any fresh produce), making them the more affordable options for most of the measured foods.

Unexpectedly, grocery and small stores offered meat at cheaper prices as compared to the larger stores (no drug stores surveyed carried any meats). Milk prices also varied unexpectedly, with the lowest cost milk in warehouse/superstores, then drug stores, supermarkets, grocery, and small stores. Grains were similarly priced at all stores, with the exception of warehouse/superstore, where they were markedly cheaper.

### Pilot census of healthy food availability in all stores in three priority neighborhoods

With a focus on the High Point, Haller Lake, and South Park neighborhoods in Seattle, we found that the categorized food permit database was only moderately accurate in identifying food stores present in these neighborhoods. Some of the inaccuracy is likely due to the fact that the categorized food permit database is from 2015; however, this represents the most recent categorized version available to the team and therefore, reflects what would normally be available to researchers or policymakers. The inaccuracy of the categorized food permit data base would lead to these neighborhoods scoring

somewhat better on a crude food swamp measure than would be the case based on the ground-truthed information. Only one of these neighborhoods (South Park) were identified as particularly poor food environments on our HFPA index; a second neighborhood, High Point, would be flagged if we used 2 out of 3 indicators on the HFPA as indicating potential risk for being a HFPA.

An in-store healthy food availability assessment revealed that the in-store availability was low and is consistent with the findings using the categorized food permit database and the HFPA index for South Park and High Point. The lack of healthy food in Haller Lake would not have been detected if relying only on the categorized food permit database. Two of these neighborhoods—South Park and High Point—were counted as having zero healthy food stores in the categorized food permit database and they also had zero healthy food stores identified in ground-truthing. The third neighborhood—Haller Lake—was counted as having three healthy food stores per the categorized food database, however two stores had closed in the interim and at the time of the in-person census, only one healthy food store remained. Comparing the categorized food permit database to the in-person census revealed what seems to be a fairly rapid turnover in food establishments.

Policymakers will have to weigh the costs of intensive in-person, in-store surveying of food environments with the information gained from this exercise. While the in-person survey did reveal the inaccuracies of the categorized food permit database and the fairly rapid turnover of stores, conclusions would have been largely similar had we relied on secondary data for two of the three neighborhoods (if the more lenient threshold of 2 of 3 indicators were used). Another consideration for policymakers would be the potential need to repeat the in-person data collection fairly frequently in this context of what seems to be high turnover. This is likely context-specific since Seattle may be changing more rapidly than cities across the US.

Considerations for future work could include developing reliable tools to categorize the publicly-available PHSKC food permit database such that it provides researchers, program-implementers, and policy makers with more timely, usable data about the presence and makeup of food stores in Seattle. This may be a more affordable option than relying on ground-truthing methods to validate these lists; ground-truthing can be time-intensive, and requires a substantial amount of driving hours.

Additionally, there may be opportunities to assess how neighborhoods with low healthy food accessibility (as measured by the Seattle Healthy Food Survey and the Healthy Food Priority Area indices in Section 2) are served by the SBT revenue-funded food access programs, aimed at increasing healthy food accessibility for lower-income families. There may be opportunities to target low healthy food availability neighborhoods identified in this report with these healthy food access programs.

## **Limitations**

This study has limitations that should be noted. Although we surveyed a large sample of food stores citywide, we have only a sample of stores rather a census of stores in most Seattle neighborhoods. Additionally we are aware that individuals do not necessarily always shop for food in their neighborhoods or even at the stores most proximal to their home, so there are limits to characterizing access to food, healthy or otherwise, based only on the food stores within a given neighborhood; furthermore, we did not survey popular stores such as Whole Foods, Trader Joe's, or PCC, as our original

sample was drawn for the SBT retail audit, and these stores tend to devote little shelf space to sugary beverages.

Our ground-truthing exercise estimated the accuracy of the categorized food permit database for grocery-type food stores at 71%, due mostly to an undercount of total stores. The low sensitivity and positive predictive values of this database likely indicates in part that the Seattle food store landscape changes quickly. Because we created our post-estimation weights using the distribution of food stores citywide in the categorized food permit database, our assessment of healthy food availability is potentially an under-count, and our weights may not reflect the true universe of stores in a given area if that neighborhood has changed their store type-makeup since 2015.

Although we had originally proposed to compare how well our sample of stores captured in the SBT retail audit might capture the food environment in the three priority neighborhoods, we realized that this would not be a meaningful comparison for two main reasons. First, our sampling strategy was not designed to be representative of such a small area. And two, we picked these neighborhoods precisely because we suspected limited numbers of food stores, which was indeed the case. With only 23 food stores spread across all three neighborhoods, even a 50 or 75% sample would still be a small number of stores. For these reasons, we do not compare how our sample performed compared to the entire census of stores in these areas.

We were not able to measure all healthy food items present in food stores. Though our Seattle Healthy Food Survey performed well compared to the longer gold-standard NEMS-CS survey, our survey only measured three fruit, and five vegetables. It is possible stores carried additional healthy fresh foods (e.g., more culturally relevant healthy foods) that this survey did not capture, and we did not capture any potentially healthy foods sold in prepared food stores.

This report section concludes the City-approved scope of work to assess the price and availability of healthy food items in Seattle.

## ADDENDUM – DETAILED METHODS FOR SECTION 3

### METHODS

#### Overview

To assess and describe the price and availability of healthy foods across Seattle, the Evaluation Team: 1) developed and validated an abbreviated measurement tool for in-store healthy food availability, 2) conducted in-store assessments of healthy food availability and prices in 134 food stores in Seattle, 3) created and applied post-estimation weights to make sure the sample of stores was representative of the distribution of stores in Seattle within tertile groups of key neighborhood characteristics (income and race/ethnicity), and finally 4) assessed mean healthy food availability and price per pound of healthy foods according to neighborhood median income level and neighborhood proportion of people who are Black or Hispanic (two populations for which prior literature has documented disproportionately low access to healthy foods).

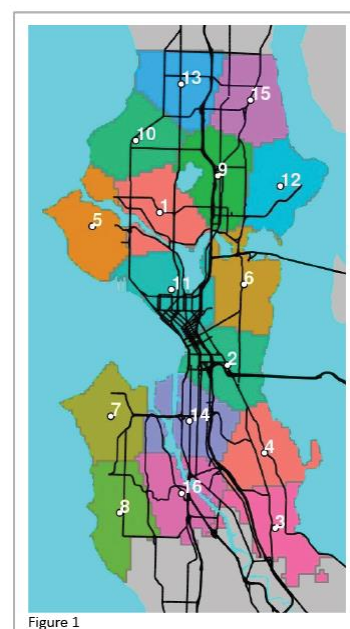
To obtain a more comprehensive assessment of healthy food availability in food stores and to assess the added value of a full census of stores in three low-income Seattle neighborhoods believed to have limited food access – hereafter called “priority neighborhoods” -- the Evaluation Team conducted a pilot census of food stores and in-store healthy food availability. Specifically, we 1) conducted an in-person street-by-street drive-by (“ground-truthing”) to ensure that all food stores were identified, 2) compared our ground-truthed sample to the Public Health Food Permit records categorized by the University of Washington Urban Form Lab (UFL) researchers under the direction of Dr. Anne Vernez Moudon, hereafter referred to as “categorized food permit database” to determine accuracy of the categorized food permit database, 3) assessed whether the ground-truthing would offer different conclusions compared to the healthy food priority area (HFPA) index created in Section 2, and 4) conducted in-store food availability measurement in all stores.

#### Primary data source

Primary data include: 1) in-store healthy food availability and price assessments in all food stores, excluding restaurants and including only stores that sell primarily unprepared foods and beverages, such as supermarkets, superstores, grocery stores, drug stores, and small stores (convenience, gas stations) in the SBT retail audit sample of stores throughout Seattle, and 2) a census of all food establishments and a survey of all food stores identified via a “ground-truthing” exercise in three priority Seattle neighborhoods.

#### SBT retail audit store sampling design

To assess healthy food availability in the City of Seattle, we capitalized on our ongoing, in-store retail audit that is a key part of the Sweetened Beverage Tax (SBT) Evaluation.<sup>1</sup> Specifically, we used the same sample of stores and added in-store healthy food availability and price components to our existing in-store audit. Our original sample of stores was identified prior to passage of the SBT, in the fall of 2017 based on a list of all permitted, permanent food establishments in 2015, maintained by PHSKC. The UFL at the University of Washington previously created algorithms to classify each of these businesses into meaningful food store or restaurant categories (supermarkets, grocery stores, corner stores, counter-service restaurants, etc.). We used this classification to categorize stores and restaurants.





We aimed for a geographically balanced sample of food stores (supermarkets, grocery stores, drug stores, corner stores, gas stations), coffee shops, and counter-service restaurants in Seattle. When selecting our store sample, we obtained geographic balance by dividing our study area into 16 equal-sized areas, mapping all the food establishments based on their address locations, then selecting a quota of stores from each store type within each of the 16 areas (figure 1).

Responding to interest expressed by the City of Seattle and the SBT Community Advisory Board, we also worked with community liaisons and consulted lists of “minority-owned businesses” to identify small stores owned by people of color and added these to the sample derived from the process described above.

#### *In-store healthy food assessments throughout Seattle*

The abbreviated in-store healthy food assessment was based on the widely-used Nutrition Environment Measures Survey for Convenience Stores (NEMS-CS), which is often considered a gold standard for in-store healthy food availability assessment.<sup>2</sup> The final list of food items was based on input from Seattle Human Services Department, Seattle Office of Sustainability and Environment, City Councilmembers, and the SBT Community Advisory Board. We refer to our newly developed survey tool as the Seattle Healthy Food Survey (Appendix B). We measured the availability and prices of fruit, vegetables, grains, proteins, milk, sweets, and junk foods. Specifically, we collected the availability and prices for 19 individual healthy food items, and six sweets or junk food items (see Table 1 for the list of all healthy foods included in the assessments).

Data collectors attended one six-hour training, then practiced data collection in the field until 90% raw agreement on responses was achieved. All surveys were conducted between May 21 and July 20, 2018. We paused data collection the week of July 4 to minimize capturing holiday-specific sales.

Trained data collectors conducted in-store food assessments using the Seattle Healthy Food Survey in all food stores in the SBT retail audit store sample, including warehouses, superstores, supermarkets, grocery stores, drug stores, and small stores. We did not conduct the Seattle Healthy Food Survey in any restaurants (e.g., traditional restaurants, quick-service restaurants, coffee, or beverage shops).

#### *Priority neighborhoods store census*

The Evaluation Team additionally identified three priority neighborhoods—Haller Lake, High Point, and South Park—to conduct a census of all stores, identifying, counting, and listing all food stores and all restaurants found within the neighborhood boundaries (in contrast with the sample in the SBT retail audit work which was planned to be geographically balanced across the city as a whole, rather than comprehensive of any given Seattle neighborhood). We surveyed all food stores in these three neighborhoods to measure the availability and price of healthy foods. The Evaluation Team selected these three low-income, limited food access neighborhoods by consulting a variety of sources. First, we used the USDA Food Access Research Atlas, to identify neighborhoods with limited supermarket access (defined as a census tract with at least 500 people, or 33 percent of the population, living more than ½ mile from the nearest supermarket, supercenter, or large grocery store, calculated from the geographic center of each census block-level ½-kilometer grid cell).<sup>3</sup> We additionally referenced the May 2013 Mapping Food Access in the City of Seattle report produced by the City of Seattle Office of Sustainability and Environment,<sup>4</sup> and conferred with City Councilmembers. After identifying potential areas, we defined neighborhood boundaries using the Seattle Department of Neighborhood’s neighborhood boundaries.<sup>5</sup>

To ensure that we captured all retail food outlets in these priority areas, we conducted a traditional ground-truthing exercise in the three priority neighborhoods. Ground-truthing involves canvassing all

streets within the neighborhood boundaries to enumerate all observed food stores. Two data collectors drove all streets in each of the three neighborhoods, recording the store name, store address, and store type, for every observed food establishment. We secondarily used the information gathered in the ground-truthing to assess the sensitivity and specificity of the categorized food permit database.

In these three neighborhoods, trained data collectors surveyed all food stores (a census rather than a sample) using *both* the Seattle Healthy Food Survey and the NEMS-CS gold-standard tool. By surveying this set of stores with both tools, we are able to determine how well our shorter Seattle Healthy Food Survey performs as compared to the NEMS-CS gold-standard tool. The full NEMS-CS tool was not used through our SBT store audits because it would have added considerable length and burden to the audit and captured some additional but less relevant information. Understanding the performance of our abbreviated tool allows us to assess the degree to which we can confidently conclude that our own abbreviated tool can be used as a valid assessment of healthy food availability. This is important since we used our own tool in the larger SBT retail audit store sample.

### **Secondary data source**

Secondary data include: 1) the 2015 Public Health Food Permit records categorized by the University of Washington Urban Form Lab (UFL), and 2) 2016 US Census and American Community Survey (ACS) data for the city of Seattle.

#### 2015 categorized food permit database

As above, the categorized food permit database includes all permitted food establishments in King County. For the purpose of this analysis, we excluded all stores outside of the city of Seattle, as well as all stores with duplicate permits (e.g., if the same store had one permit for the grocer, and one for the bakery section, we only counted it as one permitted establishment). We used this categorized food permit database as the sampling frame for the SBT retail audit store sample. We also used it to identify stores and restaurants in the priority neighborhoods, to compare against the ground-truthed assessment of stores and restaurants. Finally, we use this categorized food permit database to create post-estimation weights for our stores that we use in the analyses of healthy food availability and price by neighborhood characteristics (described further below).

#### 2016 US Census Boundary Files and American Community Survey (ACS)

2016 US Census Boundary Files provided census tract boundaries and 2012-2016 ACS provided aggregate demographic characteristics for all Seattle census tracts, including proportion of the population in each of five race and ethnic groups and median household income.

#### Census tract boundary files

Census tract boundary files were used to identify census tracts in Seattle and to identify the census tract location of each store in the categorized food permit database.

### **Variables**

#### Healthy food availability score

The first outcome of interest is the availability of healthy foods in different stores throughout Seattle by neighborhood characteristics wherein those stores are located. We developed a guide to score the availability of healthy foods available in a store as measured by the Seattle Healthy Food Survey based on the NEMS-CS gold-standard tool's scoring guide. Each healthy food item receives at least one point if it is available, with healthier items receiving more points than their less healthy counterparts (see Table 1 for available points by food item and within each food category). All unhealthy junk foods receive zero points and are therefore not included in the healthy food availability score. Each store receives an

overall availability score out of 25 total points, which is the sum of all points earned for each healthy food product in that store.

Healthy food price

The second outcome of interest is the price of healthy foods in Seattle. To assess the price of healthy foods we calculate the mean price per pound of food by food category. We express mean price as price per pound, with the exception of milk, which we express as mean price per gallon. Mean food prices are calculated by food category, as grouped in Table 1, with the proteins further separated into individual foods since the average price of the three items in this group were quite different and many times stores had only one of these protein foods.

Neighborhood income

We created tertiles (three groups of approximately equal size based on the distribution of values in the data, i.e. census tracts in the lowest third of the distribution, the middle third, and the highest third) of median household income based on the distribution of census-tract level median household income from the 2016 American Community Survey.

Neighborhood race/ethnic composition

We used data from the American Community Survey to determine the proportion of the population in each census tract that was either non-Hispanic Black or Hispanic, which we used to create tertiles of census-tract level proportion of the population that is either non-Hispanic Black or Hispanic. We focused on the proportion of the population that was either Black or Hispanic since previous literature has noted consistent inequities in food environments comparing neighborhoods with higher population proportions of Black or Hispanic populations to neighborhoods with lower population proportions of Black and Hispanic individuals. Similar to neighborhood income, we grouped census tracts into tertiles of proportion Black or Hispanic.

<b>Table 1. Products included in the Seattle Healthy Food Survey</b>	
<b>Healthy food items<sup>1</sup></b>	<b>Total points available in survey</b>
<b>Fruit</b>	<b>3</b>
Apples	1
Bananas	1
Oranges	1
<b>Vegetables</b>	<b>5</b>
Broccoli	1
Carrots	1
Green lettuce	1
Tomatoes	1
Yellow onions	1
<b>Grains</b>	<b>7</b>
100% whole wheat bread	2
White bread	1
Frosted Flakes cereal	1
Original Cheerios cereal	2
Rice (white or brown)	1
<b>Protein</b>	<b>6</b>
Canned beans (black, kidney, or garbanzo)	2
Eggs	2

Lean fresh ground meat	2
<b>Milk</b>	<b>4</b>
1% Milk	1
2% Milk	1
Fat-free milk	2
Whole milk	0

<sup>1</sup>We additionally collected the availability and prices of five junk food products and sweets, which are not included in this analysis: Lays potato chips, Pringles potato chips, Reese’s peanut butter cups, Oreos, and Little Debbie Honey Buns. These items received no points in the Healthy Food Survey scoring tool and were not included in the market basket.

## Statistical analysis

### Primary objective/analysis

Our primary objective is to assess healthy food availability and prices by Seattle neighborhood characteristics, including Seattle City Council District, neighborhood median income, and neighborhood race/ethnic composition.

To do so, first we assessed the performance of our Seattle Healthy Food Survey by comparing it to the established NEMS-CS. Specifically, we used Pearson’s correlation to assess criterion validity of our newly developed tool to the established NEMS-CS tool in the 23 stores where both survey tools were used.

After confirming the performance of our newly developed tool, we then estimated, in our full sample of stores, the healthy food availability scores and healthy food prices by: 1) Seattle City Council District, 2) census tract-level median household income tertiles, 3) proportion of the population that is Black or Hispanic, in tertiles.

It was important to apply post-estimation weights based on store types to these analyses since we know that store type is correlated with the healthfulness, availability, and price of foods sold (e.g., supermarkets tend to have all the foods and generally at lower prices than small stores).

We created three sets of weights, the purpose of which is to adjust measures up or down such that we achieve universe “store type” representativeness in our final analyses. To achieve this, we created post-estimation weights to ensure that the stores in the SBT retail audit store sample were proportionally representative by neighborhood characteristic. Post-estimation weights adjust results to the universe’s distribution of store types within 1) three income categories (census tracts with lowest, middle, and highest incomes), 2) three percent Black or Hispanic categories (census tracts with lowest, middle, and highest percentages), and 3) the seven Council Districts. In addition, finite population correction is accounted for in analyses and, as appropriate, sub-population sizes are adjusted for. These weights ensure that the sample of stores included in the availability and price analyses are representative of the makeup of food stores in each census tract tertile or each Council District.

For all availability scores and food prices, we present the post-estimation-weighted average healthy food availability score and average price per pound of healthy foods separately by Council District, neighborhood income tertiles, and tertiles of neighborhood race/ethnic composition (proportion Black or Hispanic).

### Secondary objective/analysis

A secondary goal of this study was to conduct a pilot study of three priority neighborhoods, in which we surveyed all the stores (rather than a sample) and assessed in-store healthy food availability and price

across all stores in the three priority neighborhoods. We calculated the average healthy food availability and average healthy food prices for the stores included in full census.

In addition, we compare the in-store healthy food availability and prices to the findings from our HFPA assessments in Section 2, which uses the same categorized food permit database to create a HFPA index based on a combination of estimates of neighborhood poverty, travel times time to healthy food locations, and the ratio of unhealthy to total food retail outlets (“food swamps”).

In secondary analyses, we additionally assessed the accuracy of the categorized food permit database for these three priority neighborhoods. Data collectors drove 112 miles to ground-truth the Haller Lake, High Point, and South Park neighborhoods in order to capture all food stores and restaurants in these neighborhoods. To determine the accuracy of the categorized food permit database, we calculated the positive predictive value and sensitivity (Box 1) of all individual food stores and restaurants in the database, in comparison to all individual food stores and restaurants found in the ground-truthing exercise.

#### **Box 1. Positive predictive value and sensitivity**

Positive predictive value of the categorized food permit database was defined as the probability that stores listed in the categorized food permit database were both located by data collectors while ground-truthing and still in operation:<sup>6</sup>

$$\text{positive predictive value} = \frac{\text{true positives}}{\text{true positive} + \text{false positives}}$$

Sensitivity was defined as the probability that stores identified in the ground-truthing exercise were also listed in the categorized food permit database:<sup>6</sup>

$$\text{sensitivity} = \frac{\text{true positives}}{\text{true positives} + \text{false negatives}}$$

We defined “true positives” as stores listed in the categorized food permit database *and* confirmed during ground-truthing. We defined “false positives” as stores that were in the database, but not physically there during ground-truthing (e.g., stores that closed or moved) and “false negatives” as stores missing from the list, but physically there during ground-truthing (e.g., new stores identified).<sup>6</sup>

## References

1. Chan N, Chen R, Jones-Smith J, et al. *The Evaluation of Seattle's Sweetened Beverage Tax. Baseline Report: Pre-Implementation of the Tax*. Seattle; 2018.  
<http://www.seattle.gov/Documents/Departments/CityAuditor/auditreports/SBTBaselineReport.pdf>.
2. Glanz K, Sallis JF, Saelens BE, Frank LD. Nutrition Environment Measures Survey in stores (NEMS-S): development and evaluation. *Am J Prev Med*. 2007;32(4):282-289.  
doi:10.1016/j.amepre.2006.12.019
3. United States Department of Agriculture Agricultural Marketing Service. Food Access Research Atlas. <https://www.ers.usda.gov/data-products/food-access-research-atlas/>. Published 2015.
4. Urban FoodLink. *Mapping Food Access in the City of Seattle*. Seattle; 2013.
5. Seattle Department of Neighborhoods. Neighborhood Planning.  
<https://www.seattle.gov/neighborhoods/programs-and-services/neighborhood-planning>.
6. Caspi CE, Friebur R. Modified ground-truthing: An accurate and cost-effective food environment validation method for town and rural areas. *Int J Behav Nutr Phys Act*. 2016;13(1):1-8.  
doi:10.1186/s12966-016-0360-3
7. Rose D, Nicholas Bodor J, Swalm C, Rice J, A. Farley T, Hutchinson P. *Deserts in New Orleans? Illustrations of Urban Food Access and Implications for Policy*. Ann Arbor, MI, USA; 2009.

## SECTION 4 | A. WHO EXPERIENCES FOOD INSECURITY IN SEATTLE? B. WHO FALLS INTO THE “FOOD SECURITY GAP”?

### SUMMARY

To understand who in Seattle experiences food insecurity (defined as not having enough money for food), we analyzed data from five different surveys of Seattle residents. We also estimated the number of people in Seattle who fall into the “food security gap” – lower-income Seattle residents who do not qualify for nutrition assistance programs like U.S. Department of Agriculture Supplemental Nutrition Assistance Program (SNAP), but who cannot reliably afford healthy food due to competing basic needs such as housing, health care, and child care. The findings provide context for the assessment of the Seattle food bank network (Section 5).

### Key findings

Although rates of food insecurity differed by data source, patterns of disparity were similar across all data sources. Food insecurity was highest among those with the lowest income and lowest educational attainment. In general, people of color experienced food insecurity at higher rates than white populations; and households in which the primary language spoken was *not* English were more likely than English-speaking households to experience food insecurity (the exception was Chinese-speaking households). Although no gender differences were found among adults or school-age children, rates of food insecurity were two times higher among individuals who identified as lesbian, gay, or bisexual (LGB) than among those who identified as heterosexual. Food insecurity increased with grade level for children in 8<sup>th</sup>, 10<sup>th</sup>, and 12<sup>th</sup> grades; and tended to be higher among young adults compared to adults in their mid-40s and older. We also found that participation in SNAP/Basic Food, and by inference food insecurity, continues to rise in Seattle for one age group – older adults. Not until 300% of the Federal Poverty Level (FPL) do we see food insecurity begin to drop to a low level for Seattle adults; for people of color, it is at 400% of the FPL. We estimated that 13,420 Seattle residents in 2017 fell into the “food security gap,” defined as residents not eligible for food assistance benefits yet lacked enough money to buy the food they needed. This estimate would be higher if it included people who, although receiving benefits, still experience food insecurity.

## OBJECTIVE

While there are different ways to ask a person if they have experienced food insecurity, surveys often use some form of this statement, “In the past year, the food that we bought just didn’t last, and we didn’t have money to get more.” To understand the scope of this inequity, we first turned to survey data and local community reports for information about who in Seattle is experiencing food insecurity, and how that picture has changed over time. Secondly, we took a closer look at the group of people who, while experience food insecurity, also make too much money to qualify for nutrition assistance programs. The findings provide context for the assessment of the food bank network in Seattle (Section 5). The findings will also inform Seattle’s (a) Office of Sustainability and Environment in planning the expansion of eligibility for the Fresh Bucks program and upcoming update of the Food Action Plan, and (b) Human Services Department in preparing their Request for Proposals for Food and Nutrition planning.

## SECTION 4A. WHO EXPERIENCES FOOD INSECURITY IN SEATTLE?

To look at food insecurity among adults, youth, families with children, and SNAP-eligible adults accessing services, we analyzed and compared data from five surveys. See addendum at the end of this section for detailed methods and more information about each survey:

- Behavior Risk Factor Surveillance System (BRFSS) survey of adults,
- Healthy Youth Survey (HYS) of public school students in 8<sup>th</sup>, 10<sup>th</sup>, and 12<sup>th</sup> grades,
- Best Starts for Kids Health Survey (BSK) of parents/caregivers of young children (infants through fifth grade),
- Surveys of low-income families through the Seattle Shopping and Wellness Survey (SeaSAW) of low-income families with children age 7-17 and
- Surveys from the University of Washington Center for Public Health Nutrition (CPHN) of low-income adults eligible for the Supplemental Nutrition Assistance Program (SNAP) who were using health care, food bank, or healthy food programs funded through the Partnership to Improve Community Health.<sup>i</sup>

Looking across multiple data sources helps us detect patterns in disparities across ages; from infants and children through teenagers and adults. The findings below show how the patterns change by Seattle City Council District, economic security, education, race/ethnicity, primary language, gender, sexual orientation, and age.

## RESULTS

### Comparing food insecurity results across surveys

Despite differences in questions and populations sampled, patterns of disparity in food insecurity across all the surveys were similar (see methods addendum for a description of the survey questions). Since the samples and the questions in each survey were so different, the estimated rates of food insecurity across samples varied considerably. For example, overall estimates of food insecurity were highest for the low-income families participating in the 2017 Seattle Shopping and Wellness Survey (SeaSAW), surveys of SNAP-eligible adults participating in healthy

**Despite differences in questions and populations sampled, patterns of disparity in food insecurity across all the surveys were similar.**

<sup>i</sup> For more information see <https://www.kingcounty.gov/depts/health/partnerships/pich/grant.aspx>.



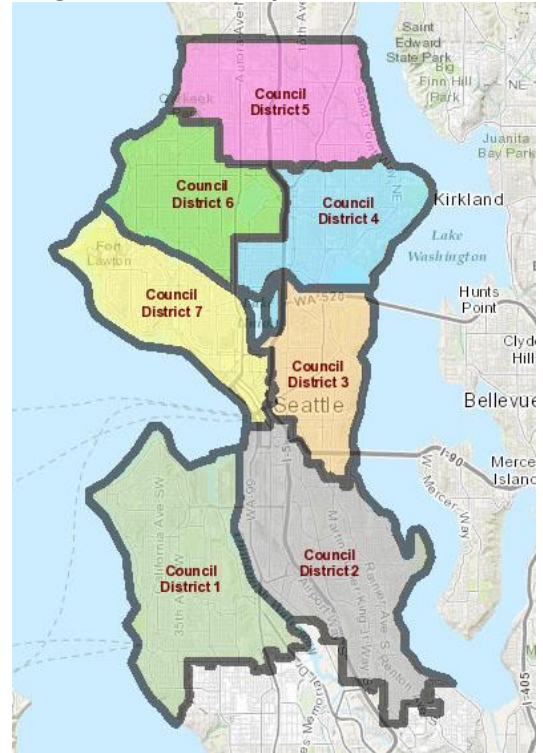
food programs (51% and 48%), and for families raising young children (22%). Food insecurity rates among adults (13%) and school-age youth (11%) were lower overall. Looking at comparable data across surveys, we present the results by the following demographic categories: place (Council District, see Figure 1), economic security (income and Federal Poverty Level), education, race/ethnicity, primary language, gender, sexual orientation, and age.

**Food insecurity by place (Chart 1)**

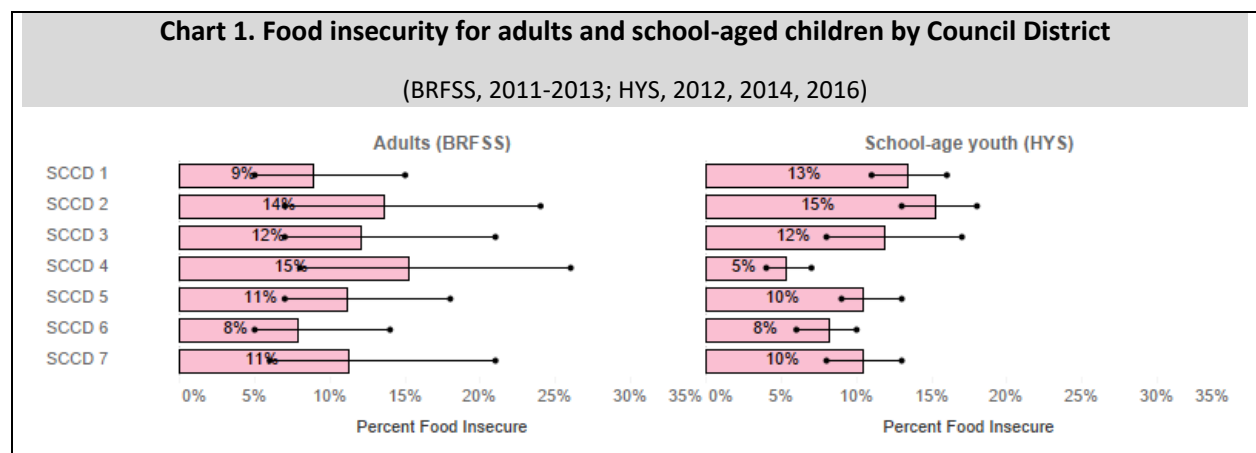
Among adults, food insecurity did not differ significantly across Seattle City Council Districts. Among school-age youth, food insecurity in District 2 (15%, Southeast/Georgetown) was higher than the Seattle average (11%); and food insecurity in District 4 (5%, Northeast) was lower than all districts except in District 6 (8%, Northwest). Youth food insecurity was also lower in District 6 than in District 1 (13%, West Seattle/South Park) and District 2 (15%).

Across the adult and youth surveys, food insecurity estimates for each Council District were very similar (within 1%) with the exception of District 1, where the adult estimate was 4% lower than the estimate for youth, and District 4, where the city’s lowest food insecurity rate for school-age youth (5%) was juxtaposed with the city’s highest rate of adult food insecurity (15%), a difference likely driven by the University of Washington student population.

**Figure 1. Seattle City Council District**



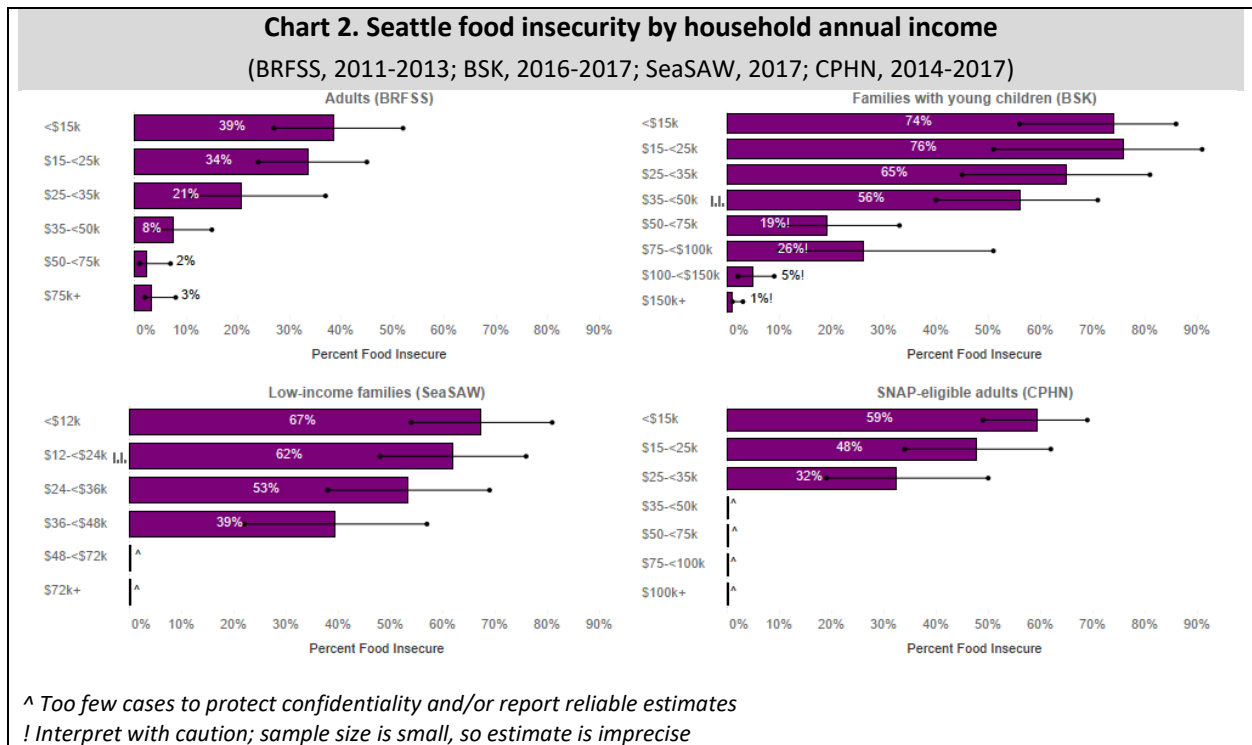
Source: [Office of the City Clerk](#)



## Food insecurity by economic security (Chart 2)

Across all data sources, food insecurity was inversely related to economic security. At all income levels, rates of food insecurity were highest among families with young children. Among families raising young children, more than half with annual income below \$50,000 reported experiencing food insecurity.

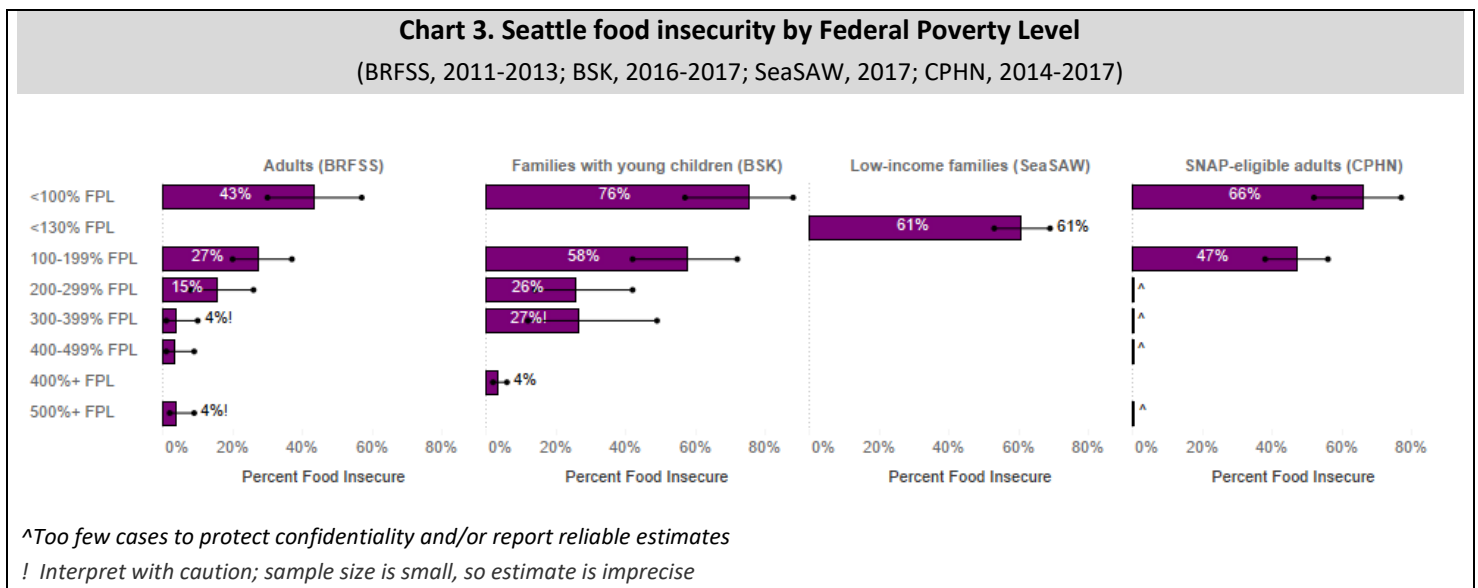
At all income levels, food insecurity was highest among families with young children. Among families raising young children, more than half with annual income below \$50,000 reported experiencing food insecurity.



### Food insecurity by Federal Poverty Level<sup>ii</sup> (Chart 3)

Across all samples, the highest levels of food insecurity were reported by respondents who met SNAP/Basic Food’s eligibility criteria of incomes below 200% of the FPL, identifying a food security gap among SNAP-eligible populations. Not until we reach 300% of the FPL for adults and 400% of the FPL for families with young children do we see food insecurity nearly disappear. In 2018, the poverty guideline for a 2-person household (e.g. one adult and one child) was \$16,460, 300% of the FPL would be \$49,380 and 400% of the FPL would be \$65,840. For a 4-person household (e.g. two adults and two children), the 2018 poverty guideline was \$25,100; a household earning \$75,300 would be at 300% of the FPL and \$100,400 at 400% of the FPL.

At both 200-299% of the FPL and 300-399% of the FPL, more than one in four families raising young children reported food insecurity. Families in these income brackets would not qualify for food assistance through SNAP, suggesting that they would fall into the broader food security gap (up to 399% of the FPL) discussed in Section 4B below.

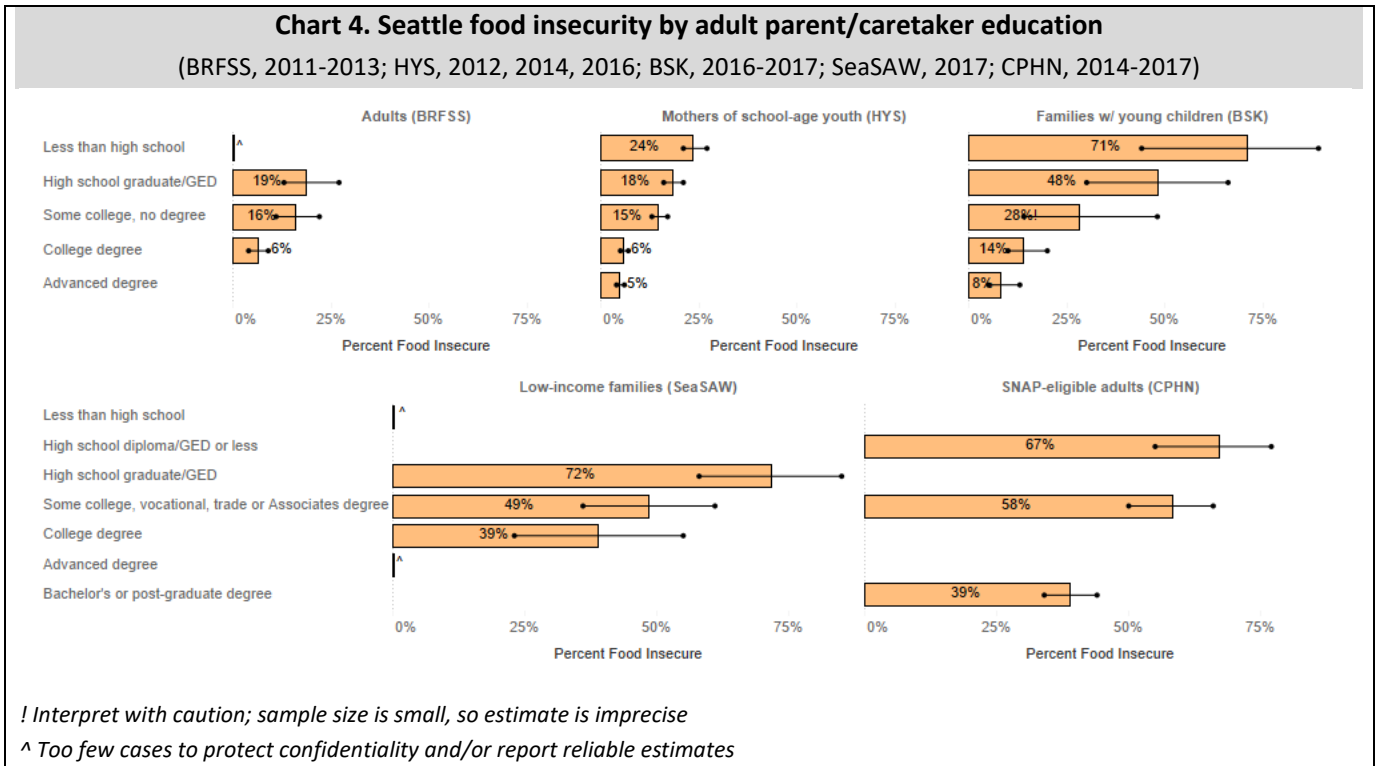


<sup>ii</sup> We use Federal Poverty Level to refer to the poverty guidelines. The poverty guidelines are a version of the federal poverty measure. They are issued each year in the Federal Register by the Department of Health and Human Services (HHS). The guidelines are a simplification of the poverty thresholds, produced by U.S. Census Bureau, for use for administrative purposes — for instance, determining financial eligibility for certain federal programs. The poverty guidelines do not vary by the age of adults or number of children in a family/household. They do vary by geography—Alaska and Hawaii have separate guidelines. For more information see <https://aspe.hhs.gov/2018-poverty-guidelines>.

### Food insecurity by education (Chart 4)

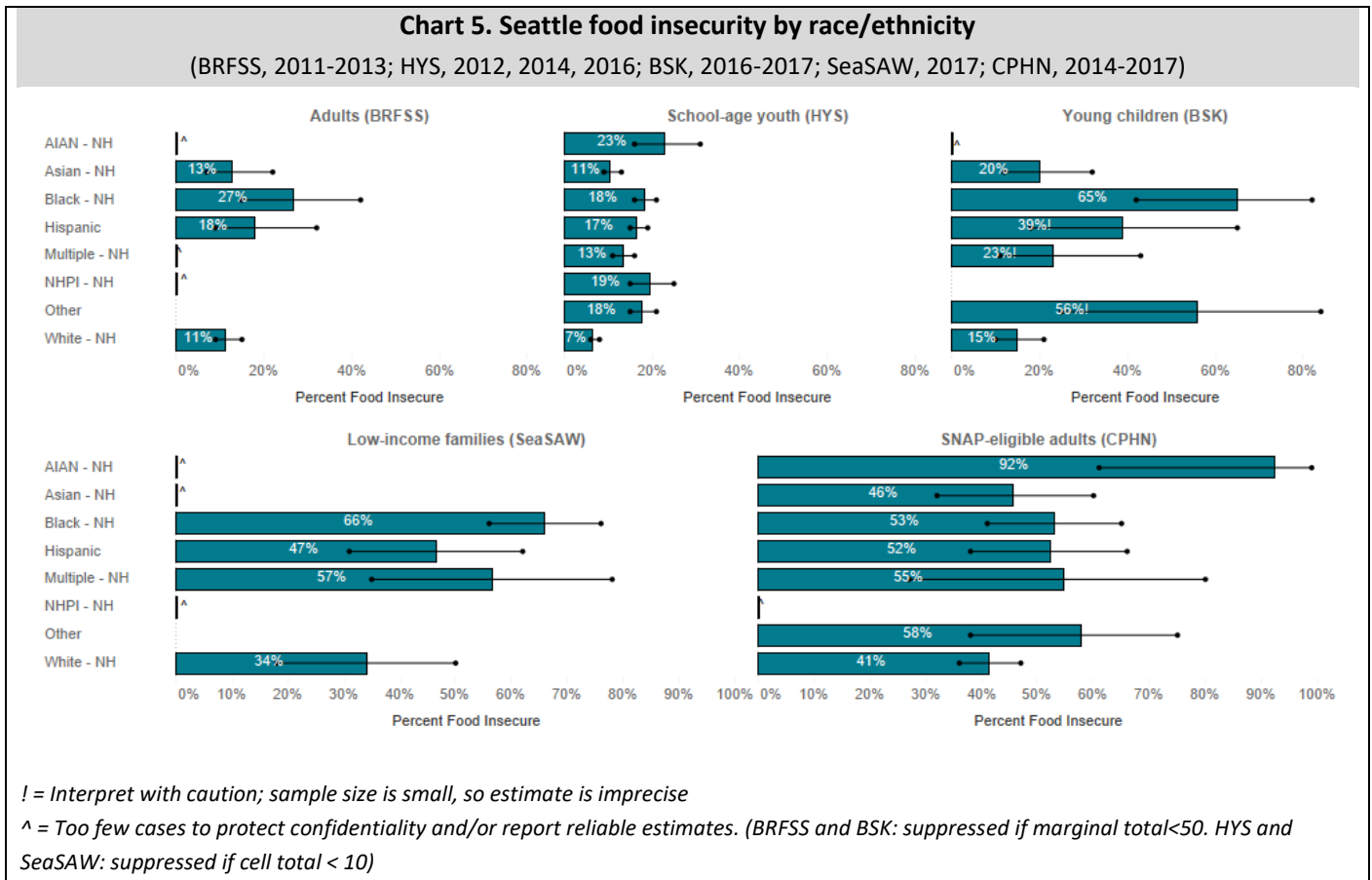
Across all data sources, food insecurity was highest among adults with lowest educational levels. Since the HYS does not collect data on family income, maternal education is used as a proxy for family socioeconomic status. When we analyzed HYS food insecurity by participation in the Free and Reduced Price Meal Program as a rough validity check, the results closely mirrored our findings by maternal education, with 21% of students who receive free school meals reporting food insecurity, compared to 6% of students who did not receive free school meals (data not shown). Among school-aged youth, “not eating breakfast” was also inversely related to maternal education (data not shown).

**Across all data sources, food insecurity was highest among adults with lowest education levels.**



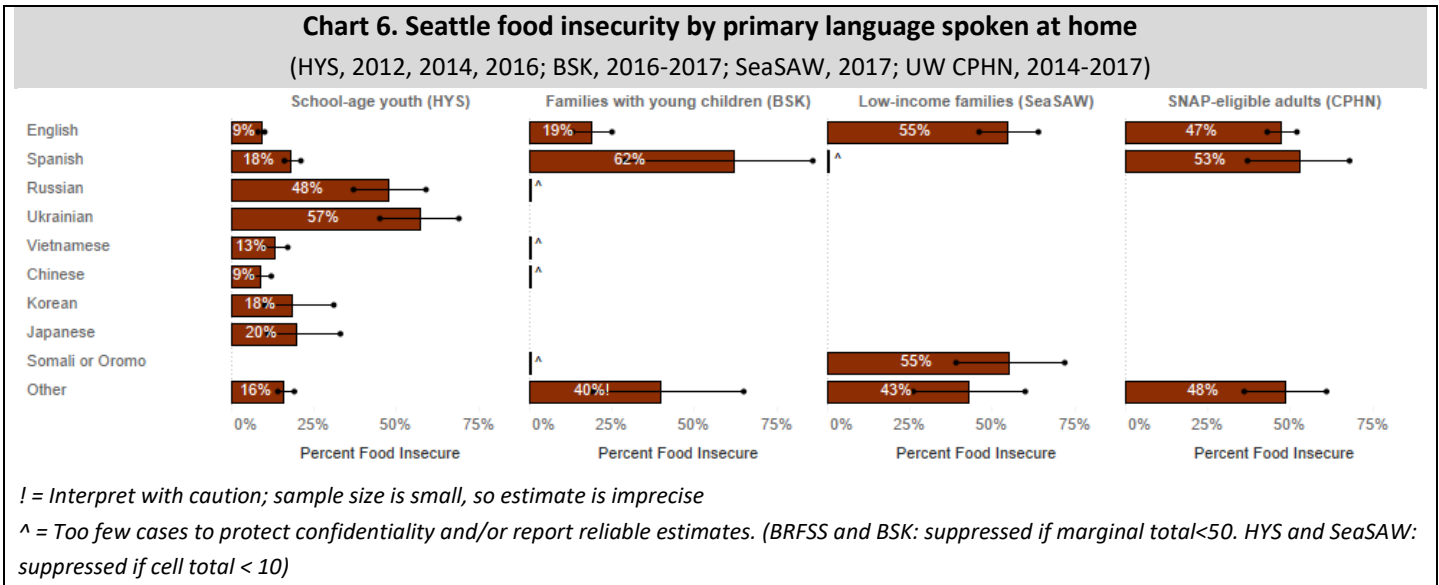
### Food insecurity by race/ethnicity (Chart 5)

In general, people of color experienced higher rates of food insecurity than white populations, except for Asian respondents who generally reported similar rates of food insecurity to white respondents. Among school-aged youth and SNAP-eligible adults, food insecurity rates were highest for American Indian/Alaska Native (AIAN) respondents. While the other surveys we examined lacked sufficient data to report reliable estimates of food insecurity among AIAN respondents in Seattle, studies with larger samples have found high rates of food insecurity among AIAN households, both rural and urban, supporting our findings.<sup>1,2</sup> Similar to the findings among school-aged youth, students of color were more likely to have not eaten breakfast compared to white students (data not shown).



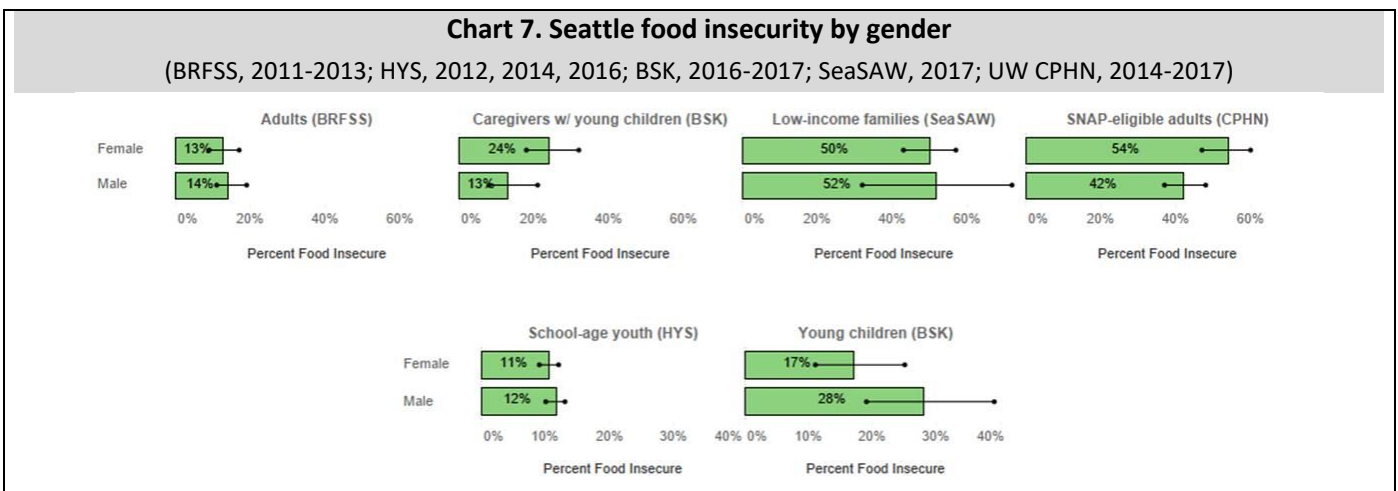
### Food insecurity by primary language (Chart 6)

With the exception of Chinese-speaking households, school-aged youth from households in which the primary language spoken was *not* English were more likely than those from English-speaking households to experience food insecurity. As with food insecurity, there were large, though not all statistically significant, differences in eating breakfast by primary language spoken at home, with students from English- and Chinese-speaking households more likely to have eaten breakfast compared to students from other non-English speaking households (data not shown). There were no differences by primary language in the sample of SNAP-eligible adults.



### Food insecurity by gender (Chart 7)

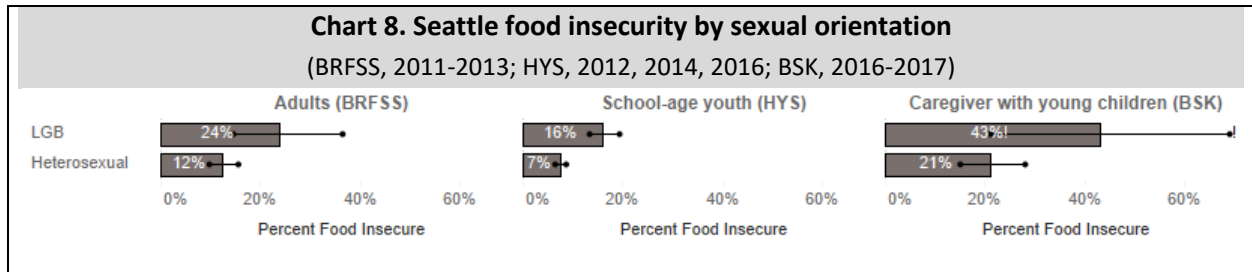
No significant gender differences in food insecurity were found for adults, school-age children, or young children.



### Food insecurity by sexual orientation (Chart 8)

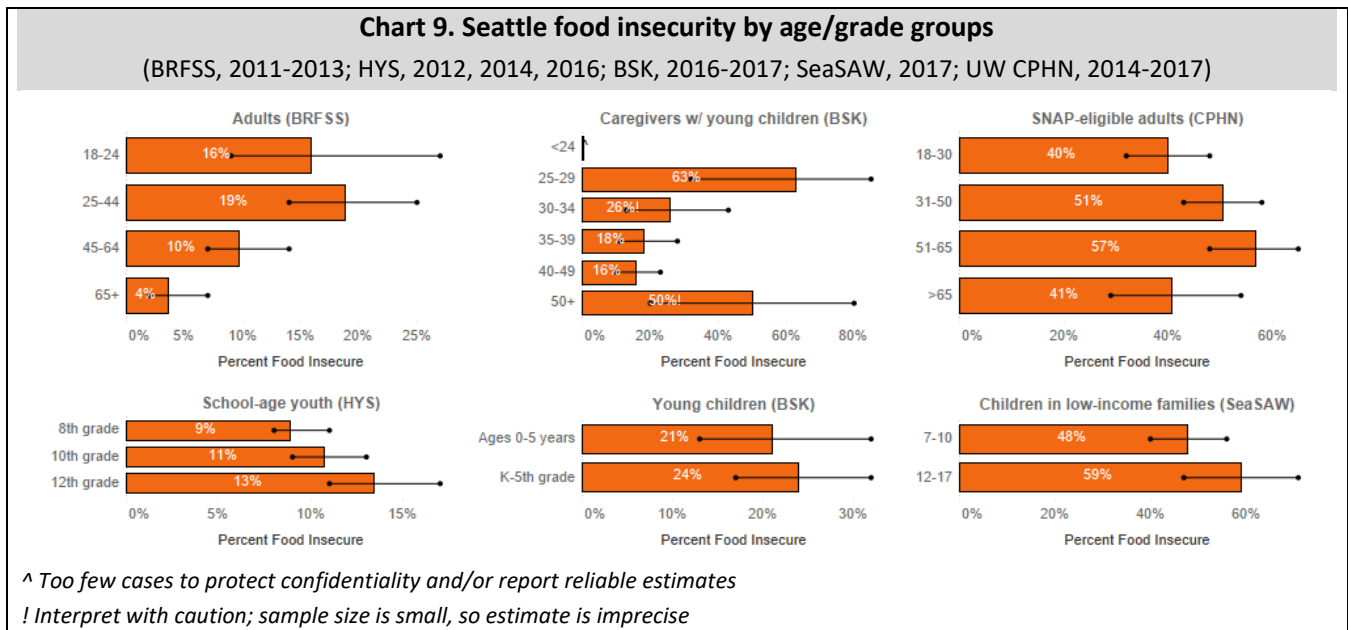
Across all data sources, rates of food insecurity were two times higher among individuals who identified as lesbian, gay, or bisexual (LGB) than as heterosexual. As with food insecurity, lesbian, gay, and bisexual students were significantly more likely than heterosexual students (37% vs. 26%) to report not eating breakfast (data not shown).

Across all data sources, rates of food insecurity were two times higher among individuals who identified as lesbian, gay, or bisexual (LGB) than as heterosexual.



### Food insecurity by age (Chart 9)

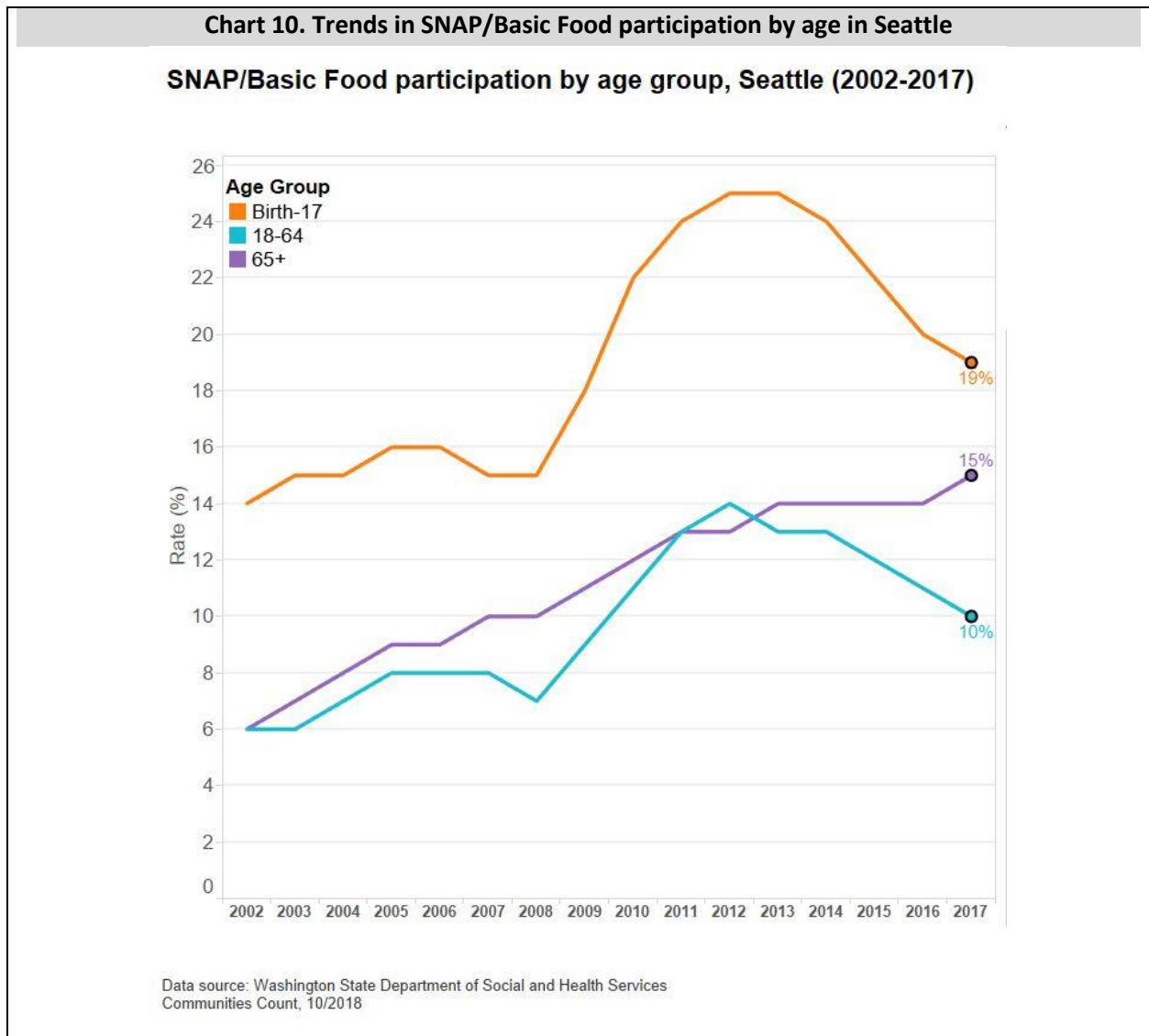
Among school-age youth, food insecurity increased with age and was significantly higher for 12<sup>th</sup> graders compared to 8<sup>th</sup> graders. According to the 2011-2013 averaged BRFSS data, food insecurity for Seattle adults declined with age, with respondents 65 years and older showing the lowest rates. In more recent data for adults raising children in Seattle, food insecurity followed a similar (decreasing) age gradient until age 50+, where the rate jumped to 50% (perhaps not surprising as this group is likely to include older adults with fixed incomes raising grandchildren). Because the food insecurity rate for older adults in King County almost doubled from 2010 to 2013 and BRFSS food insecurity data were unavailable after 2013, we followed SNAP/Basic Food trends by age to see if this pattern continued in Seattle (see Chart 10 below).



### Trends by age group for SNAP/Basic Food participation (Chart 10)

In the years after the Great Recession, use of SNAP/Basic Food (formerly Food Stamps) benefits in Seattle decreased for all age groups except older adults (age 65+ years). While the rates of SNAP/Basic Food participation in Seattle for children and 18-64 year-old adults peaked between 2012 and 2013 and have since declined to pre-Recession levels, rates for older adults rose before and during the Great Recession, plateaued from 2013 to 2016, and rose again in 2017. In addition, the number of unduplicated older-adult SNAP/Basic Food clients has increased each year. By 2017, more than one in seven older adults in Seattle participated in the SNAP/Basic Food program (see Chart 10).

In 2017, King County re-instated the three month time-limit on SNAP assistance for unemployed adults who are able-bodied and without dependents. The limit had been waived in 2008 as a way to support many adults experiencing extended unemployment during the Great Recession. These policy changes and economic conditions may be contributing to the increase in 2008 and declining adult participation we see in 2017.<sup>3,4</sup>





### **Food insecurity and participation in food assistance programs**

High proportions of low-income families and adults participating in food assistance programs report food insecurity. Among Seattle SNAP-participating low-income families surveyed for the SeaSAW study, 66% reported being food insecure, while the CPHN surveys show that more than half of adults participating in SNAP (56%) were food insecure. Similarly, 68% of WIC-participating Seattle families reported being food insecure (SeaSAW, 2017) and 63% of Seattle SNAP-eligible adults participating in food banks/pantries were food insecure (CPHN, 2014-2017). These data could indicate that food assistance programs are reaching the intended people. It could also suggest that a food security gap exists even among those receiving food-assistance benefits.

### **Access to fresh fruits and vegetables**

SeaSAW and the BSK Health Survey included questions about access to fresh produce and elicited different patterns of results. Among the general population of Seattle families with young children (BSK sample, in which 22% reported food insecurity), 85% said they were “usually” or “often” able to find affordable fresh fruits and vegetables in their neighborhoods. When we look at responses from low-income Seattle families completing an initial survey for the Seattle Shopping and Wellness Study (SeaSAW), 58% reported that within the past 12 months it had “often” or “sometimes” been hard to buy fresh fruits and vegetables, slightly higher than this sample’s 51% food insecurity rate. Although the samples and questions from the two different surveys are not directly comparable, the high level of access to affordable fresh produce among BSK survey respondents suggests that the BSK question could have been interpreted as a broader inquiry about neighborhood availability of fresh produce rather than the family’s ability to buy fresh produce.

## SECTION 4B. WHO FALLS INTO THE FOOD SECURITY GAP?

**“My daughter is small in comparison to other kids her age...She is healthy but underweight and it is a struggle to be low income and provide healthy food options for her. I think with low income families or those families that fall in between making slightly too much to not be able to receive any services, it is a struggle to provide children a well-rounded life...”**

-Seattle parent responding to 2016 BSK Health Survey

Here, we estimate the number of people in Seattle who fall into the “food security gap,” which we define as lower-income Seattle residents *who do not qualify* for nutrition assistance programs like U.S. Department of Agriculture Supplemental Nutrition Assistance Program (SNAP)/Basic Food in Washington, but cannot reliably afford food due to competing basic needs such as housing, health care, and child care. See addendum at the end of this section for detailed methods.

**“We work hard as a family but now it seems that even with a decent job, we still can’t afford to [live] like we should be living. We still can’t afford groceries and we don’t qualify for food stamps. Rent keeps going up...”**

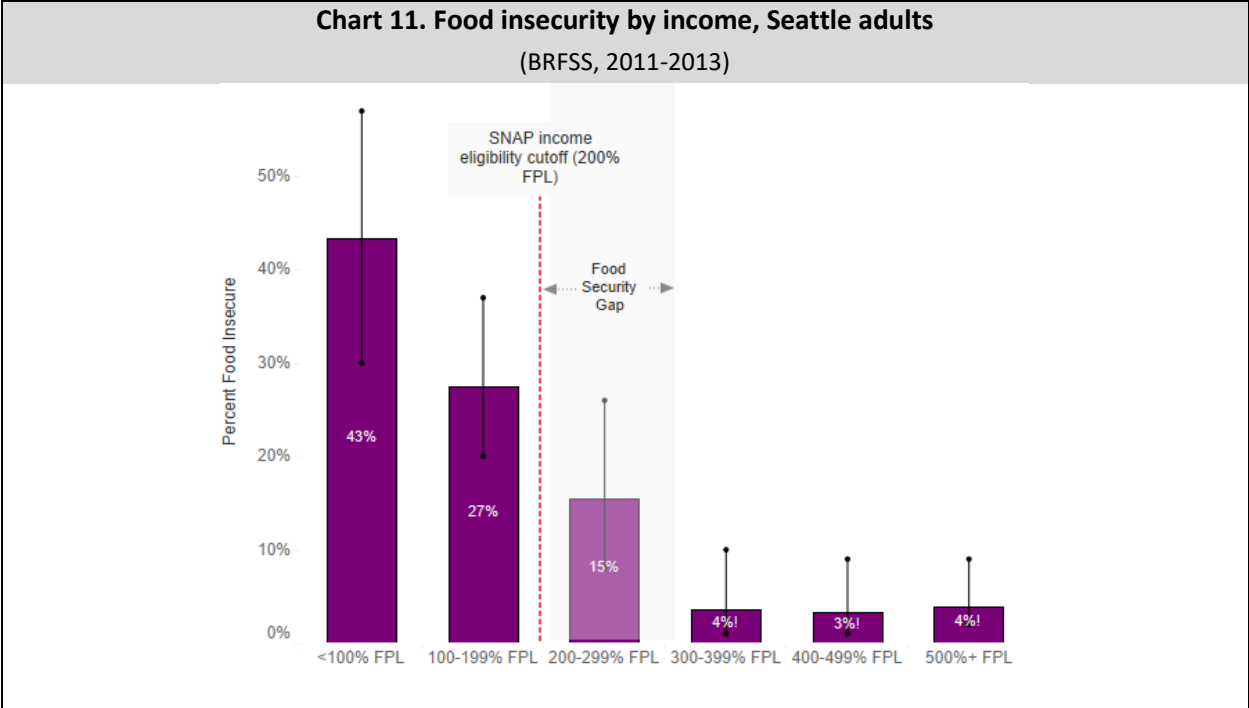
-Seattle parent responding to 2016 BSK Health Survey

### RESULTS

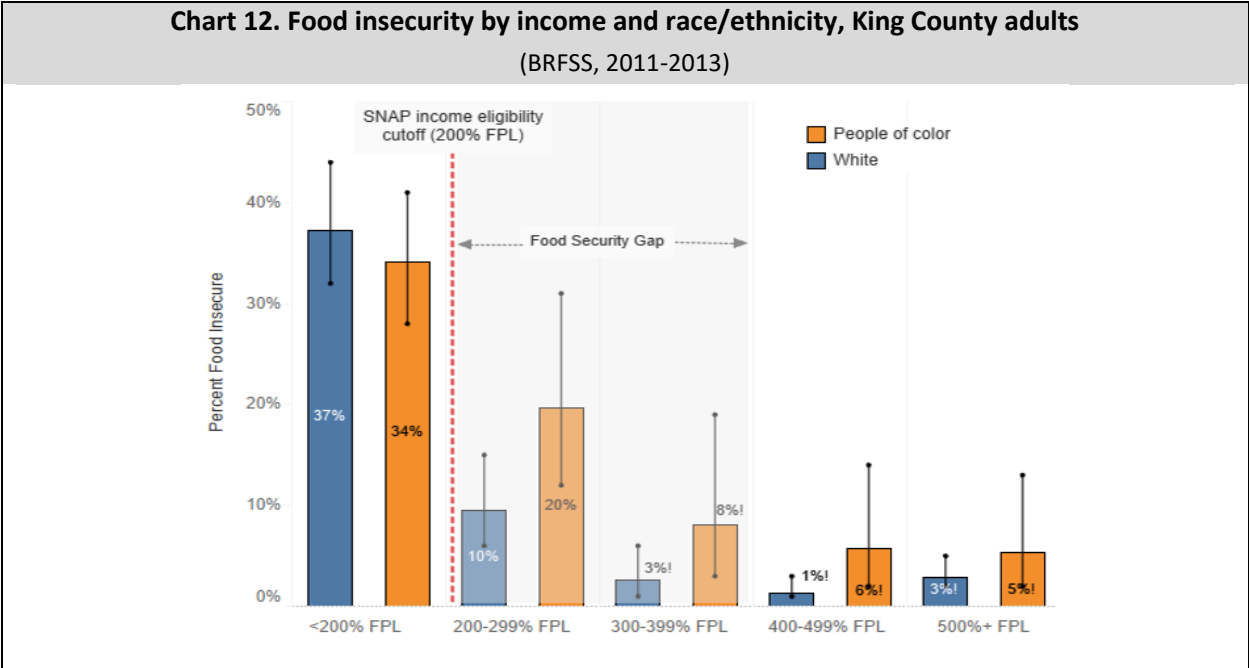
Households in Washington state are eligible for SNAP benefits if they earn less than 200% of the FPL and meet Federal program requirements and citizenship or alien status requirements.<sup>iii</sup> To establish an income ceiling or cut-point for estimating the food security gap, we looked at data to find the income level at which people no longer experienced food insecurity. While some respondents at the highest income levels reported experiencing food insecurity, we saw a large drop-off, which started at 300% of FPL for the general population but differed for people of color. Specifically, BRFSS survey data show that the income level at which rates of food insecurity drop off for Seattle adults was 300% of the FPL (Chart 11), while it was 400% of the FPL for people of color (Chart 12).

---

<sup>iii</sup> See <https://www.dshs.wa.gov/esa/community-services-offices/basic-food> for Basic Food eligibility criteria. Legal immigrants who are not eligible for federal Basic Food solely due their immigration status may be eligible for the state Food Assistance Program (<https://www.dshs.wa.gov/esa/community-services-offices/state-food-assistance-program-fap>).



Among people of color, food insecurity rates were higher overall and at all income levels greater than 200% FPL (Chart 12). (We used King County data for racial/ethnic analyses due to small sample sizes in Seattle data.) About 8% of people of color in King County<sup>iv</sup> with incomes at 300-399% were food insecure. Unlike for white respondents, food insecurity rates remained at or above 5% at higher income levels.



<sup>iv</sup> Sample sizes were insufficient to disaggregate by race in Seattle.

We used 400% FPL as the cut-point in the final estimate of the number of people in the food security gap in Seattle. Increasing the cut-point to 400% FPL allowed us to account for racial differences and to accommodate findings of a drop-off in food insecurity for families with young children at 400% FPL (Chart 3).

At the 200-299% FPL, we estimate 10,400 Seattle residents experienced food insecurity in 2017. At the 300-399% FPL, we estimate an additional 3,000 food insecure residents in 2017. Altogether, we estimate 13,420 Seattle residents experienced food insecurity yet made too much income to qualify for SNAP in 2017.<sup>v</sup>

**We estimate 13,420 Seattle residents experienced food insecurity yet made too much income to qualify for SNAP in 2017.**

## DISCUSSION

In the absence of annual survey data on food insecurity since 2013, we triangulated across multiple data sources, finding consistency in food insecurity patterns by place, race/ethnicity, economic security, educational attainment, and sexual orientation. The major inconsistency in the data by Council District was in District 4 (Northeast Seattle), which reported both the city's highest rate of adult food insecurity and the lowest rate of food insecurity among school-age youth. This apparent paradox may reflect the high concentration of young adults<sup>vi</sup>, many of whom are students in the University District and earning little or no income, paired with prosperous neighborhoods (Windermere, Hawthorne Hills, Laurelhurst, Wallingford) whose children attend the local schools.

While the patterns of findings were very similar across data sources, the actual estimates of food insecurity varied considerably, with the highest estimates coming from the SeaSAW survey of low-income families with children, the CPHN survey of SNAP-eligible adults, and the BSK survey of families with young children. We would expect high estimates of food insecurity in samples selected for low income families or adults (SeaSAW and CPHN). The high level of food insecurity in the BSK sample may stem in part from the economic burden of raising children and in part from the wording of the question. Unlike the questions in the other surveys, which limited the time frame for recalling food insecurity to the past 12 months, the BSK survey question expanded the recall frame dramatically to "since this child was born," which could have been as long as 10 years ago.

Across all surveys, we found disparities by race/ethnicity, education, and sexual orientation, and extremely high levels of food insecurity among respondents at the lowest levels of economic security. In all samples, the highest levels of food insecurity were reported by respondents at poverty levels that meet eligibility criteria for SNAP; and food insecurity was uniformly high in the samples of low-income families and low-income adults participating in food assistance programs such as SNAP, suggesting that current benefits might not be sufficient to meet basic needs in these groups and identifying a food security gap among SNAP-eligible populations that was not addressed in Section 4B.

SNAP benefits target households with the most need and are equal to the cost of the US Department of Agriculture's Thrifty Food Plan (a diet plan intended to provide adequate nutrition at a minimal cost). Households with no net income receive the maximum monthly SNAP benefit, based on household size. For all other eligible households, the monthly SNAP benefit is the difference between the maximum

<sup>v</sup> Numbers may not add up to the total due to rounding.

<sup>vi</sup> High concentrations of 15-19 year olds and 20-24 year olds in Council District 4 confirmed in downloadable Neighborhood Profiles at <http://seattlecitygis.maps.arcgis.com/apps/MapSeries/index.html?appid=3eb44a4fdf9a4fff9e1c105cd5e7fe27>.

benefit, for the household size, and the household's expected contribution (30% of the household's net income).<sup>5,6</sup> In fiscal year 2017, the annual average SNAP/Basic Food benefits per Seattle client<sup>vii</sup> was \$1,159, approximately \$97 per month (or about \$24 per week). Based on work from the [Center on Budget and Policy Priorities](#), on average, low-income families report an additional \$4-9 per week would be needed to meet food needs. A \$30 increase in monthly benefits is estimated to increase spending on groceries, including vegetables, increase time preparing food, decrease spending on fast food, and decrease food insecurity.<sup>7</sup>

Furthermore, at both 200-299% of the FPL and 300-399% of the FPL – poverty levels that do not qualify for food assistance through SNAP – more than one in four families raising young children reported food insecurity, and would fall into the broader food security gap (up to 399% of the FPL) discussed in Section 4B. As suggested by the differing estimates of the food security gap by race/ethnicity, belonging to multiple at-risk groups in Seattle (low economic security; people of color; households with children; low educational attainment; lesbian, gay, or bisexual; non-English-speaking) may amplify unmeasured disadvantages related to food insecurity.

**...more than one in four families raising young children reported food insecurity, but make too much (200-399% of the FPL) to qualify for food assistance through SNAP.**

Finally, using annual data on SNAP/Basic Food participation as a proxy for food insecurity, we suspect that, as with SNAP/Basic Food participation, food insecurity among Seattle's older adults may be continuing an ascent that began more than 15 years ago and is not occurring in any other age group. For those living on a fixed income in a city experiencing an economic and population boom, increased costs of health care and housing could further increase the risk of food insecurity for Seattle's older adults.

After a four-year hiatus, the Behavioral Risk Surveillance System (BRFSS) has resumed asking the key question about food insecurity, which will be included in the 2018 and 2019 surveys. Public Health – Seattle & King County will update data about food insecurity when 2018 and 2019 data are released from the Department of Health. In addition to updating data about food insecurity, Public Health – Seattle & King County will continue to track food insecurity in older adults, and follow what appears to be a continuing [shift in the distribution of school-age poverty](#) – one of the upstream causes of food insecurity – out of Seattle and into South Region school districts.

## Limitations

### Limitations of BRFSS data

The recovery from the Great Recession (2007-2009) was protracted and delayed; we included 2011-2013 BRFSS data to capture the aftereffects of the recession and its impact on food insecurity. Unfortunately, the BRFSS question about running out of food and not having money to buy more was not asked in Seattle between 2013 and 2017, so the 2011-2013 BRFSS average is the most current local population-level data on food insecurity. Although including 2010 data would have increased the sample size for analysis, we chose not to include 2010 data, as food insecurity in 2010 differed significantly from 2011 and later years (data not shown). Because the 2012 BRFSS only asked the food security question

---

<sup>vii</sup> SNAP/Basic Food clients are typically households – “assistance units” of people who live together and whose resources are counted to determine eligibility.

from September to December, the sample size for the 2012 survey year was small. Review of quarterly trends in food insecurity from past years' data showed slight seasonal variation in which the first quarter prevalence of food insecurity was higher than in later quarters; therefore, food insecurity for 2012 may be underestimated and may contribute to an underestimate for the 2011-2013 period. The food insecurity question was last asked in 2013 and will be included in 2018 and 2019 BRFSS surveys. With changes in Seattle demographics and increased cost of living in recent years, estimates from 2011 to 2013 BRFSS data may underestimate the current state of food insecurity in Seattle. PHSKC will update this analysis when 2018-19 data on food insecurity become available.

As noted in the detailed methods in the addendum at the end of this section, by combining three years of data, we were able to generate stable, cross-sectional estimates for food insecurity for that time period. However, this meant we were unable to examine trends or changes within demographic subgroups over time. Despite increasing sample sizes by combining multiple years of data, sample sizes for stratified analyses were relatively small for some variables, as reflected by wide confidence intervals. Point estimates for these variables should be interpreted with caution. BRFSS results were suppressed in instances where sample size was less than 50 total respondents.

The BRFSS surveys adults 18 and older, whereas the ACS and OFM population estimates include all individuals. To estimate the food security gap, we made the assumption that food insecurity prevalence is similar among adults and youth younger than 17, which is supported by the analysis of HYS data. While food insecurity was higher among families with children than without children in 2010, this gap closed between 2011 and 2013, due to increasing rates of food insecurity among older adults and adults who were not in a partner relationship.<sup>8</sup> Because this difference had disappeared by 2013, we did not stratify our analysis of 2011-2013 BRFSS data by the presence of children.

We based the food security gap calculation on Washington state's 200% FPL SNAP eligibility criteria but did not take into account other eligibility criteria (e.g. dependents, work requirements, citizenship status), as this information was not available in the BRFSS data.

As noted in the detailed methods in the addendum below, the BRFSS income estimates are imprecise because BRFSS collects broad income categories rather than exact household income. Until 2011, the top income category was "\$75,000+." Starting in 2012, the BRFSS added additional income categories "\$75,000 to <\$100,000" and "\$100,000+." As such, the income approximation is different for 2011 vs. 2012-13. This affects the precision of the estimated income-to-poverty ratio, particularly for larger families and those with incomes above the top income range.

Lastly, the BRFSS has been conducted via cell phone and landline since 2009. While the landline survey asks about the number of household members, the cell-phone survey did not do so initially. For cell-phone respondents with missing information on household size, we imputed the number of household members based on marital status, assigning unmarried respondents a household size of one and married respondents a household size of two.

#### Limitations of HYS data

The comprehensiveness of the HYS data is dependent on schools that opt to participate in the survey. However, the participation of Seattle schools in HYS was relatively high from 2012 to 2016. Participation in HYS is voluntary and responses are based on self-report, which can be subject to recall or response bias. The question about free/reduced price lunch was first asked in 2016, so our analysis for this variable did not combine three years of data.

Estimates of food security by Council Districts were based on mapping of participating HYS schools that fell within Council District geographies. The numbers of schools and students represented in each school are not necessarily equally distributed across Council Districts.

Although the HYS data is more current than the BRFSS data, it is possible that the combined data from 2012, 2014, and 2016 may underestimate the current state of food security among Seattle's school-aged youth, given the fast pace of demographic change in the region. The “no-breakfast-today” measure might not accurately reflect food insecurity among 8<sup>th</sup> through 12<sup>th</sup> graders, since some schools may have piloted some form of "breakfast after the bell" program during the 2012 to 2016 period.

Washington State's "Breakfast after the bell" House Bill 1508 (<https://www.governor.wa.gov/news-media/new-law-offers-breakfast-after-bell-program-hungry-students>) was signed into law March 2018 and does not go into effect until the 2019-20 school year.

It is conceivable that students attending public schools in Seattle could live outside the school district boundaries. Seattle Public Schools posts annual enrollment reports [online](#). Table 1C of the annual report includes combined counts of students who are out of district or whose attendance area is unknown. In [2016](#) the total numbers of out-of-district or unknown-attendance-area students were 53 for grades 6-8 and 154 for grades 9-12.

#### Limitations of SeaSAW data

Because of small sample size and uneven geographic distribution of participants, SeaSAW data could not be examined by Council Districts. In addition, use of a convenience (non-random) sample precludes generalization of SeaSAW results to the overall Seattle population of low-income families. The data analyzed for this report are from all Seattle respondents who completed a baseline survey and is not limited to families currently participating in SeaSAW.

#### Limitations of UW CPHN data

The data of SNAP-eligible adult came from three evaluation studies with differing sampling methods ranging from a convenience sample to a stratified random sample. For the pooled Seattle estimates presented, the data were predominantly from a convenience sample of SNAP-eligible adults receiving some type of service and would not be generalizable to all SNAP participants. Income data were available for participants surveyed through two of the three evaluation projects. Estimates by Council District were not possible due to small sample sizes.

#### Limitations of survey questions (overall)

Modern definitions of food insecurity increasingly include references to nutrition and healthy food. For example, the United Nations' Committee on World Food Security defines food security as “the condition in which all people, at all times, have physical, social and economic access to sufficient safe and nutritious food that meets their dietary needs and food preferences for an active and healthy life.”<sup>9</sup> However, the standard food-insecurity questions – for the surveys analyzed here and for many surveys across the country (for example, “running out of food and not having money to buy more”) – are rooted in concerns about scarcity rather than nutrition and improved health outcomes. In the current analysis, two surveys did include questions about access to healthy food, but they were not directly comparable, and one left considerable latitude for interpretation. Removing barriers to accessing and choosing healthy food should be able to both reduce hunger *and* improve health. Our

ability to evaluate progress on these fronts require both coordination and validation of assessment tools.

*Limitations of existing survey data*

The surveys included as data sources in this report do not capture Seattle’s homeless residents very well. As food insecurity is likely to be high in this population, food insecurity in Seattle may be higher than seen in survey estimates.

*Limitations of estimating the food security gap*

The analysis does not address the food security gap that exists among low-income residents who experience food insecurity even while receiving food-assistance benefits, as described in Section 4A above.



## ADDENDUM – DETAILED METHODS FOR SECTION 4A

### METHODS

#### Data sources

To estimate food insecurity in Seattle for . . .

- . . . **adults**, we combined the three most recent years of available data (2011 to 2013) on food insecurity from the annual [Behavioral Risk Factor Surveillance System \(BRFSS\)](#).
- . . . **school-aged youth (8<sup>th</sup>, 10<sup>th</sup>, and 12<sup>th</sup> graders)**, we combined 2012, 2014, and 2016 data for Seattle Public Schools from the bi-annual Washington [Healthy Youth Survey \(HYS\)](#). As a validation on the food security question, we also examined whether school-aged youth ate breakfast.
- . . . **families with children in fifth grade and younger**, we used data from the 2016-2017 [Best Starts for Kids \(BSK\) Health Survey](#).
- . . . **low-income families with children age 7-17**, we report analyses from the 2017 Seattle Shopping and Wellness (SeaSAW) Child Cohort survey described in the SBT Evaluation Baseline Report to the City of Seattle.<sup>10</sup>
- . . . **SNAP-eligible adults accessing services**, we report combined analyses of three surveys from the University of Washington Center for Public Health Nutrition evaluations of: nutrition-support programs SNAP-Ed (2016), Fresh Bucks (2014, 2015, 2017), and healthy food access strategies funded through the Partnership to Improve Community Health (2016). See Appendix D for details of these data sources.

In the absence of BRFSS data on food insecurity after 2013, we looked at trends using annual unduplicated client counts of Basic Food participation (which includes both the federally funded Supplemental Nutritional Assistance Program [SNAP] and the state’s Food Assistance Program [FAP]), which generally tracks food insecurity. The Washington State Department of Social and Health Services (DSHS) posts these data [online](#) for three age groups: children from birth to 17 years, adults from 18 to 64 years, and adults age 65 and older.

#### Outcomes of interest

Each survey asked slightly different questions about food insecurity.

- **For adults**, the BRFSS food insecurity question was: "The food that [I/we] bought just didn’t last, and [I/we] didn’t have money to get more. Was that often, sometimes, or never true for you in the last 12 months?" The analyses combined responses for "*often*" and "*sometimes*" to capture any level of food insecurity.
- **For school-aged youth**, the HYS food insecurity question asked, "How often in the past 12 months did you or your family have to cut meal size or skip meals because there wasn’t enough money for food?" with response options of "*almost every month*," "*some months but not every month*," "*only 1 – 2 months*," and "*did not have to skip or cut the size of meals*." Response options were combined to create a binary variable reflecting any level of need to skip or cut meal sizes compared to not having to skip or cut meal sizes. We also analyzed the HYS question, "Did you eat breakfast today?" as a rough validation of the food insecurity question. While students might not eat breakfast for a variety of reasons, for some students not eating breakfast reflects not having enough food for breakfast. For consistency with the food insecurity items, we tabulated the proportion reporting "*no breakfast*."

- **For families with children in fifth grade and younger**, the BSK Health Survey question asked, “Since this child was born, how often has it been very hard to get by on your family’s income – hard to cover basics like food?” The response options, “*all of the time*,” “*most of the time*”, or “*some of the time*” were combined to create a binary variable reflecting food insecurity. In addition, to analyze access to affordable produce we analyzed responses to the question: “How often can you find affordable fresh fruits and vegetables in your neighborhood?” The response options “*usually*” or “*always*” were combined to create a binary variable.
- **For low-income families with children**, the SeaSAW question about food insecurity asked respondents, to “Please tell us whether the statement was often true, sometimes true, or never true for your household: Within the past 12 months the food we bought just didn’t last and we didn’t have money to get more.” A second question, with the same response options focused on healthy foods: “Within the past 12 months we found it hard to buy healthy foods like fresh fruits and vegetables.” For both questions, response options “*often true*” and “*sometimes true*” (versus “*never true*”) were combined to create affirmatives for food insecurity and difficult access to healthy foods.
- **For SNAP-eligible adults accessing services**, the UW Center for Public Health Nutrition (UW CPHN) surveys asked the same question used in the BRFSS (see above).

## Analyses

We analyzed each data set by demographic breakdowns, many of which were shared across data sources. Results were considered significantly different if their confidence intervals, where available, did not overlap – a conservative approach.

- **For Seattle adults (BRFSS data)**, we analyzed food insecurity by King County region, Council District, race/ethnicity, age groups, gender, income levels, poverty levels, educational attainment, and sexual orientation.
- **For school-aged youth in Seattle (HYS data)**, we analyzed food insecurity and “breakfast today” by King County region, Council Districts, race/ethnicity, primary language spoken at home, gender, maternal education as a proxy for household socioeconomic status<sup>11</sup>, sexual orientation, and participation in free or reduced-price lunches at school (FRL data available only for 2016).
- **For Seattle families with young children (BSK survey data)**, we analyzed food insecurity by: King County region, family income, respondent’s education level, race/ethnicity, language spoken at home, child gender, respondent gender and sexual orientation, child age, and respondent age.
- **For Seattle low-income families with children (SeaSAW data)**, Seattle Children’s Study Team members analyzed baseline survey responses from Seattle respondents about food insecurity and difficulty purchasing healthy food from the Seattle Shopping and Wellness (SeaSAW) study by family income, adult householder education, child race and age, and participation in food support programs.
- **For SNAP-eligible adults accessing services (UW CPHN data)**, UW CPHN Study Team members analyzed food insecurity data combined across the three evaluations for Seattle respondents by family income, education level, race/ethnicity, primary language spoken, gender, age, and participation in food assistance programs.

Combining multiple years of data for both BRFSS and HYS data allowed us to provide more reliable snapshots of food insecurity in Seattle for specific time periods. However, we were unable to use these averaged estimates to report on overall trends or changes over time within subgroups. To look at

change over time we used annual SNAP/Basic Food participation as a proxy for food insecurity by age groups (the only demographic breakdown available).

BRFSS, HYS, and BSK analyses were conducted using Stata/IC 15.0. For BRFSS data, raking sampling weights created by Public Health – Seattle & King County (PHSKC) were applied to construct Seattle population estimates and account for complex survey design and nonresponse. HYS data for King County were weighted to school-district total enrollment by grade and sex; to account for differential participation among school districts across survey years, the final weights were adjusted to sum to total public-school enrollment, by grade and sex, for the county. BSK Health Survey responses were weighted based on age, region, respondent’s highest level of education, and child’s race/ethnicity.

With the BRFSS data, which are available by ZIP Code, we approximated Council Districts using ZIP Codes that fell within each Council District excluding portions of ZIP Codes that fell outside Seattle city boundaries. With the HYS data, we approximated Council Districts using schools in the dataset that were located within each Council District’s geographic boundaries. For the BSK Health Survey, we used birth certificate data and school directories to create the survey sample and geocoded respondent addresses to identify those living in Seattle.

To learn more about food insecurity from low-income families, Seattle Children’s research team analyzed baseline survey data on demographic characteristics and participation in food-support programs among families reporting food insecurity in the Seattle Shopping and Wellness (SeaSAW) study. [For more details about the study see Section 2: Child Cohort Survey: Health Behaviors in the *Evaluation of Seattle’s Sweetened Beverage Tax Baseline Report: Pre-implementation of the Tax.*]<sup>10</sup> The study enrolled families with incomes below 312% of the Federal Poverty Level with a 7-10 or 12-17 year-old child who had ever consumed sugary beverages (parents reported on food habits of younger children, while the older children reported directly on their own eating habits).

To address a data gap on food insecurity among low-income populations eligible for food assistance programs, UW CPHN research team analyzed Seattle-specific data collected from three prior evaluation studies with this population between 2014 and 2017. The sample includes SNAP recipients or individual eligible for participation in food assistance programs. For details about data sources, including characteristics of the samples and links to the methodology of the individual evaluations, see Appendix D.

## ADDENDUM – DETAILED METHODS FOR SECTION 4B

### METHODS

As described in Section 4A, we used 2011-2013 data from the Washington State Behavioral Risk Factor Surveillance System (BRFSS) to look at the demographic characteristics of Seattle adults reporting food insecurity. To estimate rates of food insecurity at different poverty levels, we approximated household income based on the income ranges collected in BRFSS. Table 1 shows the income approximations used for this analysis.

BRFSS Income Category	Income Approximation <sup>†</sup>	
	2011	2012-13
<\$10,000	\$10,000	\$10,000
\$10,000 to < \$15,000	\$12,500	\$12,500
\$15,000 to < \$20,000	\$17,500	\$17,500
\$20,000 to < \$25,000	\$22,500	\$22,500
\$25,000 to < \$35,000	\$30,000	\$30,000
\$35,000 to < \$50,000	\$42,500	\$42,500
\$50,000 to < \$75,000	\$62,500	\$62,500
\$75,000+*	\$75,000	n/a
\$75,000 to < \$100,000**	n/a	\$87,500
\$100,000+**	n/a	\$100,000

<sup>†</sup>Where applicable, we assigned approximate income to the median value of the income range

\* top income category in 2011

\*\* income categories included starting in 2012

As a standard of practice, the poverty levels are expressed as a ratio of household income to the federal poverty level. Each year the federal poverty guidelines specify the poverty level for an individual and an amount to add for each additional household member.<sup>viii</sup> Using this formula, we calculated the poverty guideline<sup>ix</sup> for each BRFSS respondent based on the survey year and number of household members. We then calculated the income-to-poverty ratio by dividing each respondent’s household income (as approximated in the table above) by their poverty guideline; we express this ratio as a percentage of the federal poverty level (FPL).

For example, the poverty guideline for a family of four in 2011 was \$22,350 (\$10,890 for an individual plus \$3,820 for each additional person). The income-to-poverty ratio for a 2011 BRFSS respondent with income in the range “\$25,000 to less than \$35,000” (approximated as \$30,000) and four total household members is  $\$30,000/\$22,350 \times 100\% = 134\%$  FPL.

<sup>viii</sup> See <https://aspe.hhs.gov/prior-hhs-poverty-guidelines-and-federal-register-references> for federal poverty guidelines based on household size.

<sup>ix</sup> Each year the U.S. Census Bureau updates the federal poverty thresholds and poverty guidelines, a simplified version of thresholds. The poverty thresholds are used for statistical purposes (e.g. to estimate the number of people in poverty) whereas the guidelines are used to determine eligibility for programs and benefits such as SNAP. Since the BRFSS does not collect information about the ages and relationships of all household members, we were unable to calculate the poverty thresholds and instead used the federal poverty **guidelines** when estimating food insecurity rates. Therefore, the food gap analysis incorporates both the poverty thresholds (from the American Community Survey) and the poverty guidelines, which we consider sufficiently similar for our purpose of estimating the number of Seattle residents in the food security gap. For more information about the federal poverty measures, see <https://aspe.hhs.gov/poverty-guidelines>.

### Establishing the food security gap cut point

To determine the size of the “food security gap” we estimated how many people in Seattle were experiencing food insecurity but had incomes too high to qualify for SNAP benefits (also known as Basic Food in Washington state). Households in Washington state are eligible for SNAP benefits if they earn less than 200% FPL and meet certain other criteria.<sup>x</sup> We grouped BRFSS respondents by income-to-poverty range (i.e. <100% FPL, 100-199% FPL, 200-299% FPL, etc.) and calculated survey-weighted estimates of the percent of adults in each range who reported food insecurity (Chart 2).

We then identified the income cut point above which the prevalence of food insecurity fell below 5%; this cut point represented the upper limit of our food security gap estimate. In the 2011-13 period, 15% of Seattle adults (95% CI: 8%-26%) with incomes between 200-299% FPL reported food insecurity, compared to 4% of adults with incomes 300-399% FPL (95% CI: 1%-10%). The reported food insecurity rate remained below 5% at higher income levels. Based on these findings, we initially identified 300% FPL as the upper end income cut point for our food security gap estimates (Table 2).

Federal Poverty Level (FPL)	Seattle Adults (BRFSS, 2011-2013)	
	%	95% CI
<100% FPL	43%	(30, 57)
100-199% FPL	27%	(20, 37)
200-299% FPL	15%	(8, 26)
300-399% FPL	4%	(1, 10)
400-499% FPL	3%	(1, 9)
500%+ FPL	4%	(2, 9)

While this cut point worked as intended when applied to the overall population, it yielded different distributions when applied separately to non-white and non-Hispanic white groups. Among non-white King County residents, food insecurity rates were higher overall and at all income levels greater than 200% FPL (Chart 3). Among non-white respondents in King County<sup>xi</sup> with incomes at 300-399% FPL, 8% were food insecure (95% CI: 3%-19%); food insecurity rates were also at or above 5% for non-white residents earning 400-499% FPL and 500+% FPL. In contrast, among non-Hispanic white adults in King County, only 3% (95% CI: 1-6%) of those at 300-399% FPL experienced food insecurity, suggesting that a more realistic income cut point for the food security gap may be higher for non-white adults than for non-Hispanic white adults. Therefore, we adjusted the food security gap income cut-point to 400% of FPL.

<sup>x</sup> See <https://www.dshs.wa.gov/esa/community-services-offices/basic-food> for Basic Food eligibility criteria. Legal immigrants who are not eligible for federal Basic Food solely due their immigration status may be eligible for the state Food Assistance Program (<https://www.dshs.wa.gov/esa/community-services-offices/state-food-assistance-program-fap>).

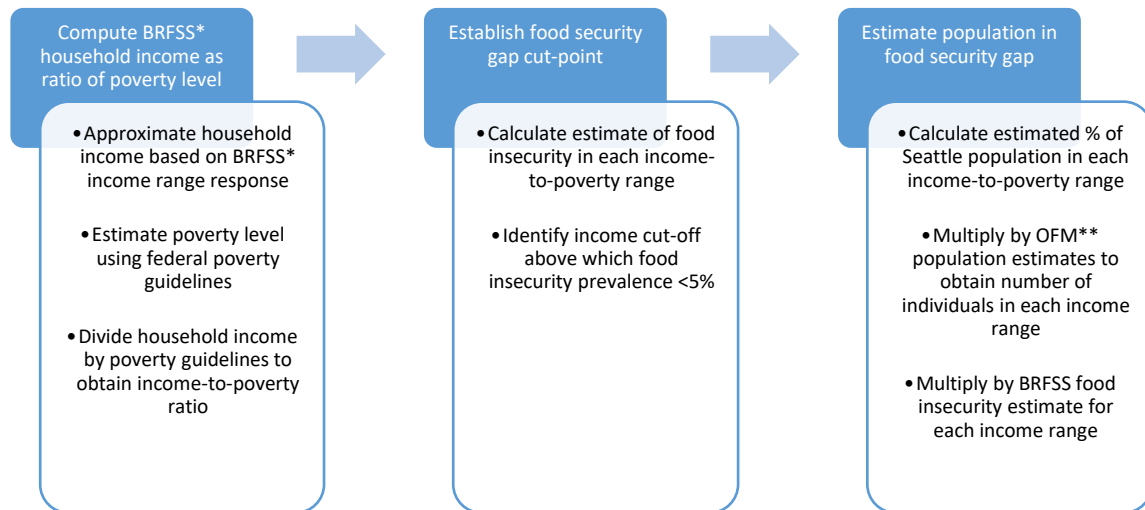
<sup>xi</sup> Sample sizes were insufficient to disaggregate by race in Seattle.

Table 3. Food insecurity by income and race/ethnicity, King County adults (2011-2013)				
Federal Poverty Level (FPL)	Whites		People of Color	
	%	95% CI	%	95% CI
<200% FPL	37	(32, 44)	34	(28, 41)
200-299% FPL	10	(6, 15)	20	(12, 31)
300-399% FPL	3	(1, 6)	8	(3, 19)
400-499% FPL	1	(1, 3)	6	(2, 14)
500%+ FPL	3	(2, 5)	5	(2, 13)

### Estimating the number of people in the food security gap

To estimate the number of people in the food security gap, we obtained American Community Survey (ACS) 2017 one-year estimates to calculate the proportion of people in Seattle in each income-to-poverty range. We then applied these proportions from the ACS to the 2017 Washington State Office of Financial Management (OFM) small area preliminary population estimates for Seattle to obtain the total number of individuals in each income range. Finally, we multiplied these population estimates by the BRFSS food insecurity estimates for each income range to calculate the approximate number of people experiencing food insecurity in each income range in 2017, with recalculated margins of error (see Figure 2).

Figure 2. Steps in computing food security gap estimate



\*BRFSS = Behavioral Risk Factor Surveillance System

\*\*OFM = Washington State Office of Financial Management

## References

1. Waxman E. Mapping food insecurity and distress in American Indian and Alaska Native communities | Urban Institute. <https://www.urban.org/urban-wire/mapping-food-insecurity-and-distress-american-indian-and-alaska-native-communities>. Published 2016. Accessed December 4, 2018.
2. Jernigan VBB, Huyser KR, Valdes J, Simonds VW. Food Insecurity among American Indians and Alaska Natives: A National Profile using the Current Population Survey-Food Security Supplement. *J Hunger Environ Nutr*. 2017;12(1):1-10. doi:10.1080/19320248.2016.1227750
3. Bolen E, Rosenbaum D, Dean S, Keith-Jennings B. More Than 500,000 Adults Will Lose SNAP Benefits in 2016 as Waivers Expire | Affected Unemployed Childless Individuals Are Very Poor; Few Quality for Other Help. Center on Budget and Policy Priorities. <https://www.cbpp.org/research/food-assistance/more-than-500000-adults-will-lose-snap-benefits-in-2016-as-waivers-expire>. Published 2016. Accessed December 24, 2018.
4. Able Bodied Adults without Dependents - ABAWD | DSHS. Washington State Department of Social and Health Services. <https://www.dshs.wa.gov/esa/community-services-offices/able-bodied-adults-without-dependents-abawd>. Accessed January 22, 2019.
5. Keith-Jennings B. A Quick Guide to SNAP Eligibility and Benefits. Center on Budget and Policy Priorities. <https://www.cbpp.org/blog/a-quick-guide-to-snap-eligibility-and-benefits>. Published 2014. Accessed December 24, 2018.
6. Nchako C, Cai L. A Closer Look at Who Benefits from SNAP: State-by-State Fact Sheets. Center on Budget and Policy Priorities. <https://www.cbpp.org/research/a-closer-look-at-who-benefits-from-snap-state-by-state-fact-sheets#Washington>. Published 2018. Accessed December 24, 2018.
7. Anderson PM, Butcher KF. The Relationships Among SNAP Benefits, Grocery Spending, Diet Quality, and the Adequacy of Low-Income Families' Resources. *Cent Budg Policy Priorities*. 2016;14. [https://www.cbpp.org/research/food-assistance/the-relationships-among-snap-benefits-grocery-spending-diet-quality-and-the#\\_ftn1](https://www.cbpp.org/research/food-assistance/the-relationships-among-snap-benefits-grocery-spending-diet-quality-and-the#_ftn1). Accessed August 8, 2018.
8. Households that ran out of food, King County (2010, 2011, 2013). Communities Count. <http://www.communitiescount.org/index.php?page=food-hardship-insecurity>. Accessed November 15, 2018.
9. Food Security | International Food Policy Research Institute. <http://www.ifpri.org/topic/food-security>. Accessed December 4, 2018.
10. The evaluation of Seattle's Sweetened Beverage Tax | Baseline report: pre-implementation of the tax. <https://www.seattle.gov/Documents/Departments/CityAuditor/auditreports/SBTBaselineReport.pdf>. Published 2018. Accessed August 1, 2018.
11. Richardson S, Bensley L, Hawkins V. Healthy Youth Survey Data Analysis & Technical Assistance Manual. Washington State Department of Health. [https://www.doh.wa.gov/portals/1/Documents/Pubs/210-088\\_HYSDataAnalysisManual.pdf](https://www.doh.wa.gov/portals/1/Documents/Pubs/210-088_HYSDataAnalysisManual.pdf). Published 2013. Accessed December 6, 2018.

**Chart 1 Table. Food insecurity by Council District**

	Adults (BRFSS, 2011-2013)		School-aged youth (HYS, 2012, 2014, 2016)		Families with Children (BSK, 2016-2017)		Low-Income Families (SeaSAW, 2017)		SNAP-Eligible Adults (CPHN data, 2014-2017)	
	%	95% CI	%	95% CI	%	95% CI	%	95% CI	%	95% CI
<b>Seattle and King County</b>										
Seattle overall	13%	(11, 16)	11%	(10, 12)	22%	(17,29)	51%	(45,58)	48%	(43,53)
King County overall	13%	(12, 15)	12%	(11, 12)	30%	(26,33)	n/a	n/a	n/a	n/a
<b>Council District</b>										
1-WSeattle, SouthPark	9%	(5, 15)	13%	(11, 16)	n/a					
2-SoEast, Georgetown	14%	(7, 24)	15%	(13, 18)						
3-Central	12%	(7, 21)	12%	(8, 17)						
4-Northeast	15%	(8, 26)	5%	(4, 7)						
5-North	11%	(7, 18)	10%	(9, 13)						
6-Northwest	8%	(5, 14)	8%	(6, 10)						
7-PioneerSq-Magnolia	11%	(6, 21)	10%	(8, 13)						

CI = 95% Confidence Interval; n/a = data not analyzed by Council District

**Chart 2 Table. Food insecurity by household income**

Household income	Adults (BRFSS, 2011-2013)		Families with Children (BSK, 2016-2017)		SNAP-eligible adults (CPHN, 2014-2017)		Household income (SeaSAW only)	Low-Income Families (SeaSAW, 2017)	
	%	95% CI	%	95% CI	%	95% CI		%	95% CI
<\$15k	39%	(27,52)	74%	(56, 86)	59%	(49,69)	<\$12k	67%	(54,81)
\$15-<25k	34%	(24,45)	76%	(51, 91)	48%	(34,62)	\$12-<24k	62%	(48,76)
\$25-<35k	21%	(11,37)	65%	(45, 81)	32%	(19,50)	\$24-<36k	53%	(38,69)
\$35-<50k	8%	(4, 15)	56%	(40, 71)	^	^	\$36-<48k	39%	(22,57)
\$50-<75k	2%	(1, 7)	19%	(10, 33)	^	^	\$48-\$72k	^	^
\$75k+	3%	(2, 8)	n/a	n/a	^	^	\$72k+	^	^
\$75-<100k	n/a	n/a	26%	(10, 51)	^	^			
\$100-<150k	n/a	n/a	5%	(2, 9)	n/a	n/a			
\$150k+	n/a	n/a	1%	(1, 3)	n/a	n/a			

CI = 95% Confidence Interval; n/a=this income level not available for survey or confidence intervals not available for these data

^Too few cases to protect confidentiality and/or report reliable estimates. (BRFSS and BSK: suppressed if marginal total<50. HYS, SeaSAW and UW CPHN data: suppressed if cell total < 10)

**Chart 3 Table. Food insecurity by Federal Poverty Level (FPL)**

Federal Poverty Level (FPL)	Adults (BRFSS, 2011-2013)		Families with Children (BSK, 2016-2017)		Low-Income Families (SeaSAW, 2017)		SNAP-Eligible Adults (CPHN data, 2014-2017)	
	%	95% CI	%	95% CI	%	95% CI	%	95% CI
<100% FPL	43%	(30,57)	76%	(57, 88)	n/a	n/a	68%	(52,77)
<130% FPL	n/a	n/a	n/a	n/a	61%	(53,69)	n/a	n/a
100-199% FPL	27%	(20,37)	58%	(42, 72)	n/a	n/a	48%	(38,56)



200-299% FPL	15%	(8 ,26)	26%	(14, 42)	n/a	n/a	^	^
300-399% FPL	4%	(1 ,10)	27%	(12, 49)	n/a	n/a	^	^
400-499% FPL	3%	(1 ,9)	n/a	n/a	n/a	n/a	^	^
400%+ FPL	n/a	n/a	4%	(2, 6)	n/a	n/a	n/a	n/a
500%+ FPL	4%	(2 ,9)	n/a	n/a	n/a	n/a	^	^

CI = 95% Confidence Interval; n/a=this FPL not available for survey or confidence intervals not available for these data

^Too few cases to protect confidentiality and/or report reliable estimates. (BRFSS and BSK: suppressed if marginal total<50. HYS, SeaSAW and CPHN data: suppressed if cell total < 10)

**Chart 4 Table. Seattle food insecurity by adult and parent/caretaker education**

Education Level	Adults (BRFSS, 2011-2013)		School-aged youth (HYS, 2012, 2014, 2016) <sup>a</sup>		Families with young children (BSK, 2016-2017) <sup>b</sup>		Low-Income Families (SeaSAW, 2017)		SNAP-Eligible Adults (CPHN data, 2014-2017)	
	%	95% CI	%	95% CI	%	95% CI	%	95% CI	%	95% CI
Less than HS	^	^	24%	(21, 27)	71%	(44, 89)	^	^	n/a	n/a
HS/GED or less	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	67%	(55,77)
HS grad/GED diploma	19%	(13, 27)	18%	(16, 21)	48%	(30, 66)	72%	(58,85)	n/a	n/a
Some college, vocational, or trade	16%	(11, 22)	15%	(13, 17)	28%	(14, 48)	49%	(36,61)	58%	(50,66)
4 yr college degree	6%	(4, 9)	6%	(5, 7)	14%	(10, 20)	39%	(23,55)	n/a	n/a
Advanced degree	n/a	n/a	5%	(4, 6)	8%	(5, 13)	^	^	n/a	n/a
4 yr college or advanced degree	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	39%	(34,44)

<sup>a</sup> Maternal education level; <sup>b</sup> Respondent education level; CI = Confidence Interval

^Too few cases to protect confidentiality and/or report reliable estimates. (BRFSS and BSK: suppressed if marginal total<50. HYS, SeaSAW and CPHN data: suppressed if cell total < 10); n/a = this education level not available for survey or confidence intervals not available for these data

**Chart 5 Table. Seattle food insecurity by race/ethnicity**

Race/ ethnicity	Adults (BRFSS, 2011-2013)		School-aged youth (HYS, 2012, 2014, 2016) <sup>*</sup>		Families with Children (BSK, 2016-2017)		Low-Income Families (SeaSAW, 2017)		SNAP-Eligible Adults (UW CPHN data, 2014-17)	
	%	95% CI	%	95% CI	%	95% CI	%	95% CI	%	95% CI
AIAN NH <sup>~</sup>	^	^	23%	(16, 31)	^	^	n/a	n/a	92%	(61,99)
Asian NH <sup>~</sup>	13%	(7, 22)	11%	(9, 13)	20%	(12, 32)	^	^	46%	(32,60)
Black NH <sup>~</sup>	27%	(15, 42)	18%	(16, 21)	65%	(42, 82)	66%	(56,76)	53%	(41,65)
Hispanic	18%	(9, 32)	17%	(15, 19)	39%	(18, 65)	47%	(31,62)	52%	(38,66)
Multiple	^	^	13%	(11, 16)	23%	(11, 43)	57%	(35,78)	^	^
NHPI NH <sup>~</sup>	^	^	19%	(15, 25)	^	^	n/a	n/a	^	^
Other NH	n/a	n/a	18%	(15,21)	56%	(25,84)	n/a	n/a	58%	(38,75)
White NH <sup>~</sup>	11%	(9, 15)	7%	(6, 8)	15%	(10, 21)	34%	(18,50)	41%	(36,47)

<sup>~</sup> NH=non-Hispanic; NHPI=Native Hawaiian/Pacific Islander; AIAN=American Indian/Alaska Native;

n/a = no data available; CI = 95% Confidence Interval

^ Too few cases to protect confidentiality and/or report reliable estimates. (BRFSS and BSK: suppressed if marginal total < 50. HYS, SeaSAW and UW CPHN data: suppressed if cell total < 10)

**Chart 6 Table. Seattle food insecurity by primary language spoken at home**

Language	School-Aged youth (HYS, 2012, 2014, 2016)		Families with Young Children (BSK, 2016-2017)		Low-income families (SeaSAW, 2017)		SNAP-Eligible Adults (UW CPHN data, 2014-2017)	
	%	95% CI	%	95% CI	%	95% CI	%	95% CI
English	9%	(8, 10)	19%	(13, 25)	55	(46,64)	47%	(43,52)
Spanish	18%	(16, 21)	62%	(29, 86)	^	^	53%	37,68)
Russian	48%	(37, 59)	^	^	n/a	n/a	n/a	n/a
Ukrainian	57%	(45, 69)	n/a	n/a	n/a	n/a	n/a	n/a
Vietnamese	13%	(10, 17)	^	^	n/a	n/a	n/a	n/a
Chinese	9%	(6, 12)	^	^	n/a	n/a	n/a	n/a
Korean	18%	(10, 31)	n/a	n/a	n/a	n/a	n/a	n/a
Japanese	20%	(11, 33)	n/a	n/a	n/a	n/a	n/a	n/a
Somali / Oromo	n/a	n/a	^	^	55	(39,72)	n/a	n/a
Other	16%	(14, 19)	40%	(19, 65)	43	(26,60)	48%	(36,61)

CI = 95% Confidence Interval

\*Too few cases to protect confidentiality and/or report reliable estimates (BSK: suppressed if n<50.)

n/a = this language not available for survey or confidence intervals not available for these data

**Chart 7 Table 1. Seattle food insecurity by gender for adults**

Gender	Adults (BRFSS, 2011-2013)		Parents/Caregivers of Young Children (BSK, 2016-2017)		Low-income families (SeaSAW, 2017)		SNAP-Eligible Adults (CPHN, 2014-2017)	
	%	95% CI	%	95% CI	%	95% CI	%	95% CI
Male	14%	(11 ,19)	13%	(8, 21)	52	(32,72)	42%	(37,48)
Female	13%	(9 ,17)	24%	(18, 32)	50	(43,58)	54%	(47,60)

CI = 95% Confidence Interval

**Chart 7 Table 2. Seattle food insecurity by gender for school-aged youth and young children**

Gender	School-aged youth (HYS, 2012, 2014, 2016)		Young Children (BSK, 2016-2017)	
	%	95% CI	%	95% CI
Male	12%	(10, 13)	28%	(19, 39)
Female	11%	(9, 12)	17%	(11, 25)

CI = 95% Confidence Interval

**Chart 8 Table. Seattle food insecurity by sexual orientation**

Sexual Orientation	Adults (BRFSS, 2011-2013)		School-aged youth (HYS, 2012, 2014, 2016)		Parents/Caregivers of Young Children (BSK, 2016-2017)	
	%	95% CI	%	95% CI	%	95% CI
LGB	24%	(15, 36)	16%	(13, 19)	43%	(21, 69)
Heterosexual	12%	(10, 16)	7%	(6, 9)	21%	(15, 28)

**Chart 9 Table 1. Seattle food insecurity by age**

Age	Adults (BRFSS, 2011-2013)		Parents/Caregivers of Young Children (BSK, 2016-2017)		Children in low-income families (SeaSAW, 2017)		SNAP-Eligible adults (UW CPHN, 2014-2017)	
	%	95% CI	%	95% CI	%	95% CI	%	95% CI
7-10	n/a	n/a	n/a	n/a	48	(39,72)	n/a	n/a
12-17	n/a	n/a	n/a	n/a	59	(47,71)	n/a	n/a
18-24	16%	(9, 27)	^	^	n/a	n/a	n/a	n/a
18-30	n/a	n/a	n/a	n/a	n/a	n/a	40%	(32,48)
25-29	n/a	n/a	63%	(32, 85)	n/a	n/a	n/a	n/a
30-34	n/a	n/a	26%	(13, 43)	n/a	n/a	n/a	n/a
31-50	n/a	n/a	n/a	n/a	n/a	n/a	51%	(43,58)
35-39	n/a	n/a	18%	(11, 28)	n/a	n/a	n/a	n/a
25-44	19%	(14, 25)	n/a	n/a	n/a	n/a	n/a	n/a
40-49	n/a	n/a	16%	(10, 23)	n/a	n/a	n/a	n/a
45-64	10%	(7, 14)	n/a	n/a	n/a	n/a	n/a	n/a
50+	n/a	n/a	50%	(20, 80)	n/a	n/a	n/a	n/a
51-65	n/a	n/a	n/a	n/a	n/a	n/a	57%	(48,65)
65+	4%	(2, 7)	n/a	n/a	n/a	n/a	41%	(29,54)

*n/a = no data for age group in survey or confidence interval not available for these data; CI = 95% Confidence Interval*

*^ = Too few cases to protect confidentiality and/or report reliable estimates. (BRFSS and BSK: suppressed if marginal total<50)*

**Chart 9 Table 2. Seattle food insecurity by grade for school-aged youth and young children**

Age/Grade	School-aged youth (HYS, 2012, 2014, 2016)		Young Children (BSK, 2016-2017)		Children in low-income families (SeaSAW, 2017)	
	%	95% CI	%	95% CI	%	95% CI
0-5	n/a	n/a	21%	(13,32)	n/a	n/a
K-5 <sup>th</sup> grade	n/a	n/a	24%	(17,32)	n/a	n/a
7-10	n/a	n/a	n/a	n/a	48	(39,72)
12-17	n/a	n/a	n/a	n/a	59	(47,71)
8 <sup>th</sup> grade	9%	(8, 11)	n/a	n/a	n/a	n/a
10 <sup>th</sup> grade	11%	(9, 13)	n/a	n/a	n/a	n/a
12 <sup>th</sup> grade	13%	(11, 17)	n/a	n/a	n/a	n/a

*n/a = no data for age group in survey or confidence interval not available for these data; CI = 95% Confidence Interval*

## SECTION 5 | MEETING THE NEED: WHAT DO WE KNOW ABOUT SEATTLE'S FOOD BANK NETWORK?

### SUMMARY

The objectives of the Food Bank Network Assessment are to assess 1) to what extent the city's food bank network is able to serve the population experiencing food insecurity and 2) what opportunities exist for the food bank network to improve equitable access to healthy food. This assessment addresses four of the five dimensions of access to healthy food: *accessibility/convenience*, *accommodation*, *availability*, and *acceptability*. The fifth dimension, *affordability*, is not applicable.

We conducted key informant interviews with staff from Seattle food banks and focus group discussions with clients to gather insight on needs and potential opportunities for improvement. We administered the Food Bank Network Survey to collect measures of impact, access, and operational capacity of food banks. A total of 13 staff members participated in interviews, 47 clients attended discussion groups, and 25 out of 30 food banks responded to the survey. Qualitative data were audio-recorded and transcribed when participant consent was given, otherwise detailed notes were taken. We coded these notes and the transcribed narrative using Dedoose and analyzed them for themes. We summarized and analyzed quantitative data using Stata 13 and Tableau 10.5.

### Key findings

Seattle food bank survey respondents (n=25) reported distributing 22,885,225 pounds of food each year. Food banks described an increase in need, reporting more visits from older adults, homeless, and people living further north and south. Among the 60% of food bank respondents who reported a rise in visits over the last year, 39% reported their funding remained the same or was reduced. To keep up with demand, 65% of food bank respondents reported having to reduce the variety and 41% had to reduce the amount of food offered to each client. A majority (68%) of food banks reported having less than 10% of their budget for direct food purchases. Clients of food banks expressed the desire for consistent access to quality food such as fresh produce and proteins, and emphasized the importance of maintaining a sense of dignity at the food bank such as by creating experiences that replicate those at a grocery store. Food banks' reported hours of distribution revealed limited hours over the weekend and evenings, which may signal an additional gap in access. To more effectively serve clients, staff emphasized addressing operational needs such as sufficient staffing and space, more purchasing power, and investments in coordinated mobile systems to support procurement and delivery.

## SECTION 5 | MEETING THE NEED: WHAT DO WE KNOW ABOUT SEATTLE'S FOOD BANK NETWORK?

### OBJECTIVE

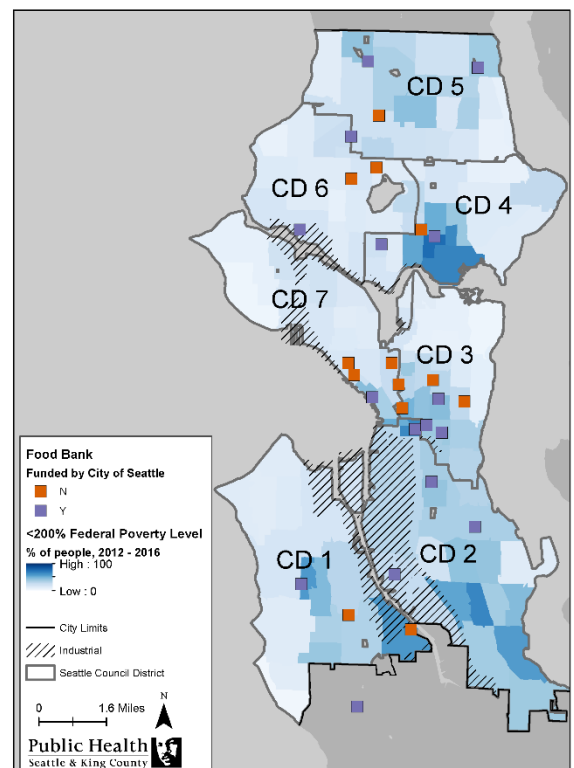
The objectives of the Food Bank Network Assessment are to assess 1) to what extent the city's food bank network is able to serve the population experiencing food insecurity and 2) what opportunities exist for the food bank network to improve equitable access to healthy food. This assessment addresses four of the five dimensions of access to healthy food: *accessibility/convenience*, *accommodation*, *availability* and *acceptability*. The fifth dimension, *affordability*, is not applicable. Further descriptions of these dimensions can be found in Section 1. Findings will inform the redevelopment of the Request for Proposal process currently underway by Seattle's Humans Services Department.

### Defining the food bank network

At the time of this report we identified 34 food banks that could be considered a part of the broader Seattle food bank network. For the purposes of this assessment we focused only on the 30 that met specific inclusion criteria. Food banks included in this assessment had to be 1) actively operating, 2) distributing food on-site more than once a month, and 3) either located within the City of Seattle boundaries or known to serve many Seattle residents.

We distinguished between a food bank and food pantry based on frequency of operation, thereby excluding food pantries that only distributed food on-site once a month or less. Our list primarily included members of the Seattle Food Committee (SFC) due to their representation of food banks and programs serving those in need of supplemental food in Seattle. The SFC works with food distributors and other service providers to coordinate and maximize the efficiency of Seattle's emergency food system. Since some food banks distribute out of multiple fixed locations we counted each active building site separately. The network of 30 food banks included in this assessment does not capture the additional food programs and smaller pantries that are also providing food throughout Seattle. Figure 1 shows the locations of the 30 food banks and status of City funding, overlaid onto a base map of the percentage of people below 200% of the Federal Poverty Level. Given that food banks operate as an emergency food resource, this base layer was identified as the best proxy for food insecurity and included instead of the healthy food priority areas (HFPA) described in Section 2. While HFPA's highlight the need for strategies that increase access to healthy food, they do not adequately represent where food banks should be located. The food bank network list can be viewed in Appendix E – Item 1, which also lists those omitted from this assessment and reason for exclusion.

Figure 1: Food Banks in Seattle



Data for basemap comes from the 2012-2016 American Community Survey. Data on location, classification, and funding status of food banks provided by City of Seattle, OSD & HSE. Current as of Fall 2018. The inclusion criteria for displaying an organization as a Food Bank for this map are: (1) Member of the Seattle Food Committee, (2) Open more than once a month for on-site distribution, and (3) Be in the Seattle boundaries or serve a large number of Seattle residents. Fall 2018 PH-SFC APCB.

## RESULTS

Findings presented here focus primarily on the needs, operational demands, and impact of food banks in Seattle based on three components of primary data collection: key informant interviews, client focus group discussions, and the Food Bank Network Survey. Primary data collection consisted of interviewing 13 food bank staff, conducting 7 focus groups (3 English, 1 each in Vietnamese, Russian, Cantonese, and Spanish) with 47 food bank clients, and surveying 25 of 30 Seattle food banks.

See addendum at the end of this section for detailed methods. For detailed analyses and discussion on food insecurity and access to healthy food in Seattle, please refer to Sections 2, 3, and 4 of this report.

### THE FOOD BANK NETWORK'S ABILITY TO MEET NEEDS

#### Context on how the food bank network operates

The food bank network in Seattle consists of sites throughout the city where perishable and/or non-perishable food items are distributed free of charge during designated hours. Twenty-nine food banks are currently members of the Seattle Food Committee which meets twice monthly to strategize and collaborate on collective emergency food system efforts. Food banks can provide food in a number of ways but the primary on-site distribution model is called Client Choice. The standard design of this model has clients progress through an ordered line, making selections from a set number of items by category. Some food banks apply this model through a grocery store design, where their physical layout resembles a store and members walk through as if they were shopping. It is also possible for food banks to operate as a food pantry, providing prepacked bags or boxes of non-perishable food. Most food banks (67%) also provide additional food through backpack programs, no-cook bags, or prepared meals.

Most food banks in Seattle are low-barrier in terms of eligibility, meaning there is little documentation required to receive food. Based on our survey responses, the majority (94%) do not require any proof of income requirements, though many ask for proof of address (71%) and/or identification (65%). Seventy-seven percent of survey respondents in Seattle have a designated service area defined by zip codes, but of those, only 31% turn people away or refer them if they do not reside within that service area. Typically, if a client is homeless, they will be asked to report the most applicable zip code – often of the shelter or encampment.

In addition to being a food resource, food banks often serve as a convenient site for clients to connect with other needed resources. The majority of survey respondents report providing this link in some way, either through on-site service delivery, enrollment assistance, or referrals. Many food banks provide items such as infant toddler supplies, pet food, hygiene kits, and support through a Community Connector position that provides social service navigation. The Community Connectors at Food Banks Pilot Program came into fruition in August 2017 after Seattle food Bank leadership submitted a proposal that was approved by Seattle City Council. Food banks already contracted with HSD to provide food services were eligible to apply. Eleven food bank agencies have designated Community Connector(s) that are city-funded to provide on-site assistance to food bank clients and help them navigate, as well as enroll in, social services programs such as housing, employment, and job readiness.

## Impact of food banks in Seattle

The impact of Seattle's food bank network should not be understated. Throughout the year, the average Seattle food bank:

- Distributes 995,010 pounds of food
- Serves 15,403 individuals
- Is visited 54,649 times
- Provides 18,655 to-go lunches
- Provides 1,893 sit-down meals

**“There’s a sense of community. These are hard times and I’ve been a part of this community. This is the only time I see some of these people. There’s always conversation, we can gripe about the hard times. The community dinners are a social thing you don’t always get elsewhere.”**

-Food bank client (Council District 6)

During focus group discussions, clients described ways food banks are having a tremendous impact on their life, such as freeing up limited income for other needs, and providing them with a sense of security. Some also talked about their food bank as a place of community and connection with others, where they feel respected and treated well by staff. Food insecurity is often an ongoing occurrence for clients, and the food bank's presence helps to mitigate the stress of this experience. Others described needing the food bank especially during financial emergencies such as a divorce, medical expense, loss of employment, or loss of housing. Some stated that the food bank helps to cover 50% or more of their food needs and offers a chance to have fresh produce. Clients who referenced a current or recent experience of homelessness, emphasized the value of no-cook bags or meals that do not require access to a kitchen.

## Limited capacity to meet increasing need

Despite the positive impact food banks in Seattle have, there are limitations in their ability to meet the needs of all residents experiencing food insecurity. Sixty percent (60%) of food bank respondents reported an increase over the last year in the number of individuals using the food bank, demonstrating a rise in demand. Survey respondents estimate that the amount of food received from one visit lasts an individual an average of 3.3 days and that many of their food bank clients must visit multiple food banks to get their needs met.

The need for food banks is also highlighted by our estimation of food insecurity and the food security gap. Most recent BRFSS estimates (2011 to 2013) tell us that 13% (95% CI: 11-16) of Seattle adults report experiencing food insecurity, which is significantly higher than the reported 7% in 2010 (95% CI: 5-10).<sup>1</sup> As expected, food insecurity has the biggest impact on residents in lower-income brackets. Thirty-nine percent (39%) (95% CI: 27-52) of respondents earning less than \$15,000 a year reported food insecurity compared to 3% (95%CI: 2-8) of those earning \$75,000 a year or more. Among low-income (<312% FPL) Seattle families participating in the child cohort (SeaSAW) study, more than half (51%) reported food insecurity; a slightly higher percentage (58%) reported that it was hard for them to buy healthy food. Examining the food security gap, we learned that an estimated 10,442 individuals face food insecurity in Seattle, yet do not qualify for SNAP benefits. The number of visits to King County food banks for 2018 (2,202,879) is 63,740 more than it was in 2008 (2,139,139) at the peak of the recession and the number of older adults (55+) using food banks has increased.<sup>2</sup>

**“We’re seeing an increase from the rising cost of rent and healthcare, aging population, more people experiencing homeless, immigrants not eligible for food benefits or reticent to enroll in benefits due to fear of deportation.”**

-Food bank staff

Staff described noticing increases in specific demographics at their food bank, particularly among clients experiencing homelessness or housing insecurity, as well as older adults. In addition to an increasing number of food bank visits by older adults in King County, this is also seen in the rates of basic food participation. Among Seattle residents ages 65+, basic food participation has more than doubled from 5,920 people in 2008 to 10,964 people in 2017.<sup>3</sup> As described in Section 4 of this report, by using our annual data on Basic Food participation as a proxy for food insecurity, we suspect that, as with Basic Food participation, food insecurity among Seattle’s older adults may be continuing an ascent that began more than 15 years ago and is not occurring with any other age group. For those living on a fixed income in a city experiencing an economic and population boom, increased costs of healthcare and housing could exacerbate the risk of food insecurity. Food bank staff in Seattle are also seeing increased number of clients traveling from further south, some whom have recently had to move outside of the city limits. Staff attribute this change to a lack of resources for homeless and older adults, as well as changes in the cost of living and housing affordability in Seattle.

**“Our limited hours can make it stressful or feel competitive for visitors. We’re open 8 hours a week to serve 1,000 visitors which makes it difficult to replenish food or offer personalized attention. Expanding hours would improve access but require more staffing and potentially more food. Our home delivery program has had a waitlist for years. We don’t have capacity to meet the need of home-bound folks experiencing hunger in our neighborhood.”**

-Food bank staff

The capacity of many food banks has not kept up with demand. As a result of resource constraints, well over half of all food banks (65%) reported having to reduce the variety of food offered and 41% reported having to reduce the volume. Sixty percent (60%) saw a rise in people utilizing their food bank over the last year and among those that reported a rise in visits to their food bank, many (39%) have seen their funding levels stay the same or decrease. Within the last year, the majority (84%) of survey respondents reported having difficulties securing predictable and long term funding, finding opportunities to apply for, and funding for non-food operational expenses. Most survey respondents (79%) also experienced difficulty managing labor-intensive fundraising activities and events. When food bank staff were asked if they were interested in expanding their food distribution, the majority (82%) said they would like to. However, in order to do so many noted requisite operational resources, namely staffing, vehicles, food donations, funding, and space.

### **IN THEIR OWN WORDS: WHAT IS MOST IMPORTANT TO CLIENTS**

Individuals who rely on local food banks shared what is and is not working well. Three primary messages were echoed throughout our discussions with clients: the importance of dignity, availability of quality food, and convenient access.

#### **A dignified experience**

It was clear during discussions that the atmosphere in which food is provided is as important as the food itself. Clients were quick to share the impact food bank staff and volunteers have by creating a sense of community and treating them like customers. The physical space was also a frequent topic, with clients describing how much more welcoming a food bank seems when it is spacious, clean, and organized. Staff echoed this from their perspective, pointing out that the buildings themselves cannot be welcoming, comfortable, or respectful when they are in poor condition.



Experiences at the food bank are especially positive when the distribution process is orderly and allows clients to make their own selections. Clients made this clear; dignity goes hand in hand with having choice over food items. Those who had been through a grocery store design, described a process that felt less alienating. In situations where food limits or other rules need to be communicated, clients note that this too can be done in a dignified way. They suggested using simple and large graphics so that everyone can still understand the message regardless of language, literacy, or vision capabilities. This change, clients said, could have prevented situations where they had been confused and felt ashamed after being asked to put items back.

**“Just the whole grocery style, having more dignity, not being alienated. Being able to pick out what you want and not feel like you’re just some number in a line or the next person that they’re waiting for. It’s a lot more dignified than being handed a box”**

– Food bank client (Council District 4)

### **Consistent availability of quality food**

Another high priority for food bank clients was that the food be consistently safe to eat and include nutritious options. Overall, clients were very grateful and positive about food options available in food banks, pointing out that many improvements had already been made in recent years. However, many also brought up challenges with food safety, particularly long expired items, rotting produce, or moldy baked goods. This was especially frustrating in the context of carrying heavy bags home only to find much of the food inedible. Some described having to choose between the risk of food sickness and hunger, a choice that is especially difficult when living outside. Clients want to see consistent availability of staples like eggs, potatoes, tomatoes, and canned goods. There is also a strong emphasis on the value of healthy foods like fresh fruits, vegetables, and low-sodium proteins. Multiple clients also brought up a request for cooking necessities, like oil, spices, and dish soap. This was confirmed by survey results where staff ranked their most frequent requests from clients. In order, these included proteins (meat, meat alternatives), dairy (milk, butter, cheese), fresh produce, eggs, prepared/non-cook foods and oils.

### **Convenient access**

Lastly, clients focused on the importance of easy access, emphasizing a need for low barrier eligibility, expanded hours of operation, and home deliveries. One group highlighted their appreciation for minimum eligibility requirements, in particular not requiring proof of address or qualifying zip code.

Older adults in particular wanted to highlight what a difference it made to have chairs provided while waiting in line. Most also thought their food bank had close proximity to bus routes allowing them to get to the food bank easily. However, access to food banks could be improved in different ways. Anyone experiencing a physical limitation or bringing food for a large family faced significant obstacles getting home with food if walking or taking multiples buses. Clients were enthusiastically supportive of home delivery programs where they existed, while those that did not have them requested their food bank start one. Clients also valued having a weekly schedule with consistent days of operation, and varied distribution hours to accommodate the different times of day people were available. Some pointed out that food had actually been easier to get when experiencing

**“You know what was unpleasant? When there were no chairs, benches, and there were crowds, and we had to stand outside, sometimes under the rain. And there are a lot of disabled people. The fact that they placed chairs and benches is a really big deal, a great help. Now you can sit and move with the line. When there were crowds it was not good, it was really uncomfortable.”**

-Food bank client (Council District 5)

homelessness or unemployment. Limited food bank hours made it more difficult once they found a job, yet they were still struggling to cover the cost of food. Many noted that weekend access was lacking and hours that extended before and after rush hour were also helpful.

### WHERE DO WE SEE GAPS IN ACCESS?

Seventy-one percent (71%) of survey respondents reported having to turn people away, although infrequently. The most common reason for this was due to the distribution site being closed. Potential gaps in access to food banks can be seen in how hours of distribution fall across days of the week and time of day by Council District. It is important to note that the hours which food banks are distributing food is not the only measure of access, capacity, or impact. This was the indicator we had the most complete data for but it is a one-dimension snapshot of access. Total hours of distribution does not take into account other important aspects of access like amount of food, quality of food, or number of people served. Additionally, while reporting data at the Council Districts helps to provide more detail, we recognize that these particular geographic boundaries may not accurately capture which food banks are the most convenient. The results from this gap analysis provide an important, though incomplete picture of access.

**“It’s useful to be open on Friday because basically, I know at least from Friday until maybe Tuesday or Wednesday I will have food. Most places are not open on the weekends so from Friday [on], you want to ensure you can make it at least through the weekend if not a little longer.”**

-Food bank client (Council District 3)

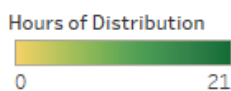
### Access by day of the week across Seattle and Council Districts

Examining hours of distribution across days of the week allows for a detailed picture of access. As seen in Table 1, Saturday through Tuesday have the lowest total number of food bank hours open for distribution. Weekends offer very few opportunities anywhere for residents to get food, with no hours available anywhere on Sunday.

**Table 1:** Total hours of on-site distribution each week: by day of week across Council Districts

Day of week	Seattle Council District							Grand Total
	One	Two	Three	Four	Five	Six	Seven	
Monday	2	0	11	7	3	5	6	34
Tuesday	6	3	7	8	0	8	8	40
Wednesday	9	10	21	0	3	9	10	61
Thursday	10	9	16	9	2	5	10	60
Friday	7	7	13	9	0	0	9	44
Saturday	4	8	0	1	7	0	0	19
Sunday	0	0	0	0	0	0	0	0
<b>Grand Total</b>	<b>37</b>	<b>36</b>	<b>67</b>	<b>33</b>	<b>15</b>	<b>27</b>	<b>41</b>	<b>256</b>

Total hours of distribution are broken down by Seattle Council District vs. Time of Day. The color corresponds to total hours of distribution.



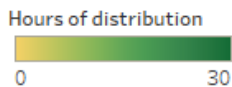
### Access by time of day across Seattle and Council Districts

We see additional gaps in access, when examining distribution hours by time of day across Council Districts. As seen in Table 2, the most common distribution hours are midday (11 - 2 PM), with the fewest hours available during the evening (5 - 8 PM). Analysis of this data by Council District reveals there are very minimal hours open during the morning (8 – 11 AM) for those in Districts 4, 5, and 6. Only a few hours are open for food distribution each week during the afternoon (2-5 PM) in Districts 1 and 5 and very few options exist in the evenings for clients who live in Districts 1, 2, 3, 5 and 7.

**Table 2:** Total hours of on-site distribution each week: by time of day across Council Districts

Time of Day	Seattle Council District							Grand Total
	One	Two	Three	Four	Five	Six	Seven	
Morning (7 - 11 AM)	10	6	14	3	4	0	14	51
Midday (11 - 2 PM)	22	24	30	11	9	9	14	118
Afternoon (2 - 5 PM)	3	6	22	11	1	12	10	64
Evening (5 - 8 PM)	2	2	1	8	2	7	4	24
Grand Total	37	36	67	33	15	27	41	256

Total hours of distribution are broken down by Seattle Council District vs. Time of Day. The color corresponds to total hours of distribution.

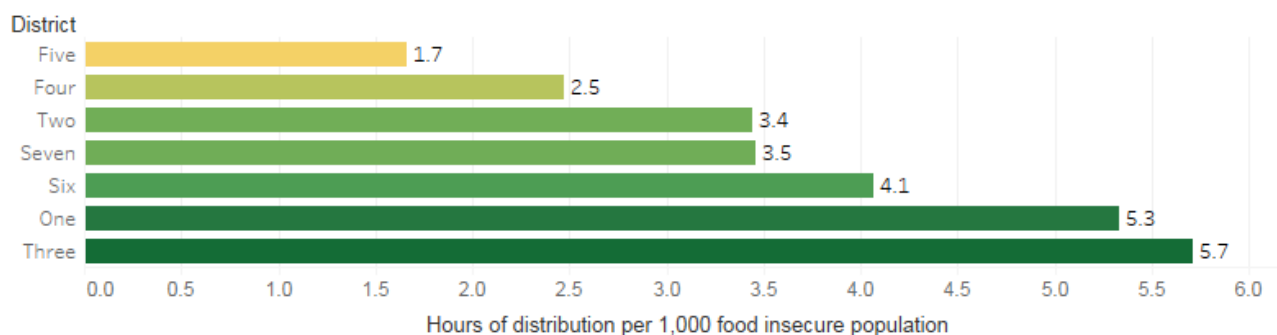


### Comparing Council Districts by distribution availability and level of adult food insecurity

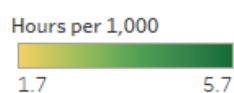
Figure 2 shows how Council Districts rank by the number of food bank hours available per 1,000 adult residents experiencing food insecurity in each District. This helps to see whether food bank resources align with need. This measure does not account for close proximity to food banks over District boundaries. Geographically, we see the fewest hours of food bank distribution according to need in Districts 5, followed by Districts 4 and 2. District 5 only has 1.7 hours per 1,000 adults experiencing food insecurity, compared to District 3 which has over 3 times the number of hours.

Since food bank clients do not shop within Council Districts this ranking does not perfectly represent access. Food banks that are physically located in one Council District have defined service areas that include zip codes of another District. This is not to say that Council Districts with more resources are oversaturated as it is important to consider the context of locations. For example, we know District 3 includes the downtown area, with a high concentration of resources and foot traffic making it a convenient area for many accessing food banks. However, this does show strong support for the conclusion that those who are food insecure and live in District 5 or 4 will likely have more difficulty finding an open food bank near them.

**Figure 2: Hours of on-site distribution available per 1,000 food insecure adult (18+) population by Council District**



Total hours of distribution per 1,000 food insecure population for each Council District. The color corresponds to total hours of distribution per 1,000 food insecure population.



## OPPORTUNITIES TO IMPROVE EQUITABLE ACCESS TO QUALITY FOOD

There are existing opportunities where access could be made more equitable, and overall effectiveness and efficiency of the network improved. The recommendations provided here reflect the priorities expressed by food bank clients and staff. They are the key findings that were consistently found throughout our analyses but will not necessarily have the same significance for each distinct food bank.

### Improving coordination across the food bank network

Some noted the network as a whole could be more efficient by increased coordination. Food banks could align policies so that they are consistent in eligibility requirements and visit limits. Staff noted that food banks should either have fewer geographic limits but more visitation limits (food banks accept all zip codes but only one visit per week) or allow more visitation access per service area. This would help to ensure that hours of operation and location are accessible across the city. Some note that collaborating as a network would be useful to collectively focus on the root causes of hunger and collaborate on a system-wide solution. This starts with more inter-agency communication, touring each other’s facilities, and sharing ideas.

### Improving cultural relevancy of healthy food

Providing food that is more culturally relevant to the service population is an important way food banks can improve equitable access and reduce waste. Increased discretionary funds for food purchasing would allow food banks to more easily attain food items in good condition and that reflect the preferences of their service population. Heavy reliance on outside donations or food rescue can pose challenges by reducing selection, quality, and consistent availability. One of the top reasons food banks report having to throw out spoiled food is because it was not a popular item. Staff also struggle to secure nutritionally dense non-cook foods, to

**“I would say it’s less having enough food than it’s having the right kind of food. And when you rely on the donations, that’s hard. Which is why we say purchasing budget, because that’s what gives the organization the autonomy. When you rely on whatever service and Food Lifeline and grocery stores you’re at their mercy to get whatever they have.”**

-Food bank staff

offer homeless clients who don't have access to a kitchen. Food banks would like to increase or start offering certain categories of food, while decreasing others as shown in Table 3 and 4. While food banks in Seattle make concerted efforts to stay aware of client needs, preferences, and dietary restrictions this can be difficult when client populations are continually changing. More consistent surveying of clients would allow for closer monitoring of what foods people are requesting.

Table 3. Top categories food banks want to increase	
Category	Percent want to increase
Oils, dressings, sauces	88%
Spices	82%
Fresh fruits veg	77%
Eggs	77%
Dairy	71%
Tofu, meat alternatives	71%
Nuts, nut butters	65%

Table 4. Top categories food banks want to decrease	
Category	Percent want to decrease
Processed breads	53%
Soda, sugary drinks	47%
Baked pastry/ dessert	47%

### Increasing client choice

Food banks can provide a more dignified experience for clients by offering as much choice as possible. Some are trying to do this in different ways; shifting to a grocery store shopping model, using preference cards, or offering vouchers to a local Co-op. The majority of survey respondents (68%) provide food onsite through a standard Client Choice model, while some (28%) apply a Client Choice model through a grocery store design. Only one food bank provided food through the Pre-Packed model. Staff and clients state that this re-design is improving morale by providing more dignity and choice, though making this change requires significantly more space and a different layout. While many food banks would like to transition to this model, they need the square footage and/or a remodel to do so.

**“Would love to initiate a grocery store model but we are limited by space constraints. As service numbers continue to grow, we are also straining to meet the demand for fresh proteins, especially meat and dairy options.”**

-Food bank staff

### Investments in operational costs

Staff have identified specific changes needed at their specific food bank, such as changing their distribution model, expanding hours, or increasing the volume of food. Capacity to create changes to improve food access relies on funding to cover fundamental operational expenses like personnel and space, as well as refrigeration, and vehicles. When asked where they would allocate additional funding, food bank staff focused on four major funding priorities: staffing, better food selection, changing distribution models, and increased space. Food selection and distribution models are addressed above. This section focuses on the costs of staffing and space.

### Staffing

Food banks have an average of 3 paid full-time staff members and 1.5 part-time staff members. Over a quarter (27%) of survey respondents operate without full-time staff. Food banks utilize volunteers, reporting an average of 52 volunteers each week. Although volunteers are an incredible asset for food banks, it is challenging to rely on inconsistent volunteer labor. As many food banks noted, skilled staff recruitment and retention is especially difficult with low wages. The majority (78%) of survey respondents would like to increase their staffing capacity, especially staff who are committed for a longer period of time and can provide specific types of expertise. Common staffing needs include volunteer coordinators, development managers, operations managers, event planners, drivers, warehouse managers, and procurement support. Food banks serve a diverse population with many non-English speaking clients, in particular Vietnamese, Spanish, Mandarin, Cantonese and Russian, and struggle to ensure that information is translated and that they have a way to provide their input as customers. Positions like the community connector are desired, especially multilingual staff to communicate with clientele.

**“Staffing’s huge. Our goal is to be open seven days a week eventually, but it’s always good to have two staff members on hand. My hugest challenge is finding staff—if you interview or put an ad out, you’re going to pay less than half of Seattle’s median income. You will not make Amazon money.”**

-Food bank staff

### Building space

When asked about challenges with operations, staff repeatedly brought up space constraints. Many described running out of space to store food and to process clients. This has limited the capacity to accept more food, provide on-site resource connections, and to convert to a grocery store model. Having more space would increase capacity, but it would also create a more trauma-informed experience. According to staff, when the distribution space is crowded it can be very stressful for clients. Due to Seattle’s economic boom and the high demand for space, staff report that existing sites and parking space are in jeopardy.

### **Mobile and targeted food distribution**

Many food banks recognize an opportunity to expand their reach and become more responsive, resourceful, and efficient through their delivery systems. As many emphasized, more coordination across the network of food banks would be useful to align their policies and match access to need. Most procure and deliver food through third-party delivery or staff utilizing their own vehicles. However, many also report relying on volunteers who utilize their own vehicles. The majority of food banks are distributing food to or from off-site locations through various modes such as home delivery, mobile pop-up food banks, satellite locations, or another agency.

This does not mean distribution sites should be eliminated but that better transportation systems are a critical part of accessibility. Food banks can more easily deliver food in targeted ways; directing food to where it is most needed. Staff state they rely on volunteers and rented vehicles, lacking consistent access to transport. Home delivery programs that deliver to home-bound clients are especially popular among older adults but often have a waitlist. Some staff believe that increased mobility is necessary for a targeted response and to increase food rescue. These systems would allow staff to identify the best, most convenient locations for delivery so that food is brought closest to those whose needs and obstacles are greatest. As need continues to shift to new parts of the city, this is one way that food banks can be better equipped to respond.

**“Maybe it doesn't have to necessarily be that everyone goes the extra mile of getting [food] exactly to [a client's] door. Maybe it is just getting it someplace that is much more convenient for them. So maybe that's a mobile Food Bank out in a parking lot, maybe that is finding a way to get them groceries - getting it through their faith community or at a local community center something like that.”**

-Food bank staff

**“How can we be reflective and thoughtful about the work that we do so that it is less reactive and more strategic, more intelligent, more root-cause focused and more authentic? That's where we struggle. How do you keep up with the day to day demands, the needs that we have just to get the work done, and then at the same time, create the space that we need as a community to come together to have the important conversations about - with these next dollars, what do we do? Where is that right investment? Where are there holes? What do we need to be doing differently? How do we do a better job in having conversations with our customers? How do we do better at involving them in the planning of our work? I think that's our biggest challenge.”**

-Food bank staff

## DISCUSSION

This assessment aimed to shed light on the ways the food bank network in Seattle could be improved to provide more equitable access for residents experiencing food insecurity. To do this we relied on both quantitative and qualitative data in order to capture the impact food banks are having in Seattle and ways they can better serve those facing food insecurity. While many food banks are experiencing an increase in demand, they feel limited in their ability to adequately meet this demand with current levels of funding and capacity. Results from this assessment confirms findings from the food insecurity analyses, identifying growing need among older adults and those experiencing homelessness – a population often not captured by population-based datasets.

While exploring gaps in access across Council Districts we identified geographic areas where residents may have less access to food bank resources. We should also keep in mind that food banks themselves have disparate access to resources depending on the neighborhood. Neighborhood assets such as volunteers who have time to give, local businesses to host fundraisers or provide donations, and grocery stores to participate in food rescue, are not found in all neighborhoods. The finding showing limited hours on evenings and weekends may be worth exploring. Without further assessment, it is not clear if clients would come if food banks were to expand hours on evenings and weekends, times when school-meal programs are limited and individuals working traditional workweek schedules have more time to get to the food bank.

Key findings are as follows:

- Equitable access involves giving clients choice over their food and consistently providing food that is good quality and relevant to needs.
- Foods banks would be able to increase food and target distribution more efficiently with better coordinated mobile systems to support procurement and delivery.
- Food banks need adequate staffing and space to better serve Seattle residents. These operational costs are fundamental to functioning efficiently and effectively.

### **Limitations**

The findings of this assessment are subject to a number of limitations. First, the data collected came from convenience samples and were not representative samples. However, we would have expected much lower participation rates had we not had the ongoing collaboration and support from food bank staff, the City of Seattle Human Services Department, the Seattle Food Committee, the SBT Community Advisory Board, and others. Our response rate for the comprehensive survey was 75%, which demonstrates that not all food banks are represented in the survey results. An additional four food banks participated in an abbreviated version, bringing our total response rate to 93%. Key informant interviews gathered information from staff members who represented 48% of the food banks on our list, thus not capturing all food bank perspectives. The same occurred with our focus group discussions which targeted specific populations and may not have captured opinions representative of all food bank clients. Participants who were able to attend a focus group discussion are also likely to have been the individuals with more resources available to attend, such as time and transportation.

Second, our data is subject to social desirability bias as food bank staff may want to describe their food bank positively (or alternatively as having deficits in order to encourage more support) and food bank participants may not want to provide negative feedback. This was especially apparent in certain focus groups where participants expressed feeling like they have no right to complain about a free resource. In these cases, the facilitator was trained to encourage honest, constructive feedback about the food bank. In one focus group a manager of the food bank chose to attend the discussion. Although the manager directly encouraged the group to be honest, this may have impacted participants' willingness to provide a candid critique.

Third, the gap analysis used the total number of hours open for distribution per Council District. It is important to consider that this is only one measure and does not capture many other aspects of access. Some food bank staff emphasized that a need for new hours may not be equally relevant to each food bank. The gap analysis compared results by Council District but this does not capture which food banks are the most convenient to clients; residents do not access food banks exclusively in their Council District and some food banks are located close to the boundary of two council districts.

Finally, without responses from all food bank providers, we were unable to expand the gap analysis to examine pounds of food distributed, individuals served, square footage of food banks, staffing capacity, and operating budgets.

### **NEXT STEPS**

This report completes the scope of work specified in the Sweetened Beverage Tax (Ordinance 125324). Food bank providers suggested that future assessments should include 1) mapping density of zip codes served based on designated service areas and 2) updating the gap analysis with 2018 BRFSS data on



food insecurity rates. They also expressed hope that next steps will include allocating funds towards the needs identified through this assessment with modifications according to the profile of each food bank.

## ADDENDUM – DETAILED METHODS FOR SECTION 5

### METHODS

#### Sample, Data Collection, Variables, and Descriptive Analysis

The Food Bank Network Assessment relied on three components of primary data collection: key informant interviews, client focus group discussions, and the Food Bank Network Survey.

##### Key informant interviews

We interviewed 13 food bank staff members between June 28 and August 15, 2018. We conducted two two-hour group discussions in person, as well as four one-hour individual interviews over the phone. To obtain our sample of interviewees we sent an email to the Executive Director and/or Manager for each food bank on the SFC list inviting them to participate. The invitation provided a brief summary of the Food Bank Network Assessment, purpose of the interview, and eligibility criteria. Interviewees did not need to be in a specific leadership position, but were required to: 1) be currently employed at the Seattle-based food bank they intended to represent and 2) have at least three years of working experience in a Seattle-based food bank. Thirteen food banks agreed to participate which included representation of all seven council districts. The remaining food banks either did not respond or declined to participate due to schedule conflicts or ineligibility. Demographic data for the key informant sample are summarized in Appendix E – Item 2.

Key informant interviews and discussions were facilitated by a PHSKC researcher. They began with a reminder of the purpose of the interview, a description of how the data would be used, as well as an opportunity to ask questions before providing consent. Each interview was audio recorded with permission and focused on the following topic areas: Food bank services and clientele, client needs, and food bank needs. The complete topic guide can be viewed in Appendix E – Item 3.

Our primary aim in gathering qualitative data from the client and staff perspective was to explore ways food banks are addressing food insecurity and identify what opportunities exist for improvement. Recorded audio files were transcribed and when necessary, translated through Datagain Services. Audio files were deleted once the transcription was complete. Detailed notes were typed by a PHSKC researcher. Notes from interviews and discussions were double coded using Dedoose software and analyzed for major themes. Key informant interviews were double coded by MSW candidate interns and the focus group discussions were double coded by two PHSKC staff.

The initial list of codes was created through an iterative process of development. The lead researcher first reviewed transcripts and created a codebook. Two coders separately applied these codes and met continually with the facilitator to make needed revisions until a refined codebook was agreed on by all. Since codes represent analytic categories from which to view and organize all narrative text, this process allows for the identification of all possible categories at the level of detail necessary. Coders independently re-applied the codes from the final codebook. Key themes were identified by the lead researcher and were shared with the Seattle Food Committee to collect feedback prior to finalization. Demographic information was analyzed through Stata, producing univariate summary statistics (Observations, Mean, Median, Standard Deviation, Minimum and Maximum), as well as one-way frequency tables.

##### Focus group discussions

Seven focus group discussions were held between August 16 and September 5, 2018, and a total of 47 food bank clients participated. Food banks were invited based on their location, space availability,

service population demographics, and service capacity. In making this consideration, we sought to attain a diverse group of food banks to capture varied perspectives and experiences.

We sent an email to the Executive Director and/or Manager of each food bank and invited them to participate in hosting a focus group discussion. The invitation provided a brief summary of the Food Bank Network Assessment and purpose of the discussion. Of the nine food banks invited, seven agreed to participate. One food bank declined due to a lack of time availability and one did not respond. Most food banks identified a priority population to recruit based on age and/or language spoken. This resulted in four non-English speaking groups (Vietnamese, Russian, Cantonese, and Spanish) and three English-speaking groups. Twenty-three percent (23%) of focus group participants identified their housing status as homeless, 83% did not have any full-time employment, and 70% were receiving basic food assistance (SNAP). Only 17% of participants had at least one child in the household, the majority (62%) were over the age of 59, while 26% were under the age of 30. Demographic data for the focus group sample are summarized in Appendix E – Item 4.

Food bank staff recruited clients for the focus groups discussions, with support from PHSKC. PHSKC offered staff a flier to assist with recruitment, as well as a \$200 honorarium to the food bank for their support. A copy of the topic guide was shared with food banks prior to the discussion to ensure that questions were appropriate. Some minor modifications were made as a result, including asking some questions one-on-one rather than in the group. This modification created a more comfortable setting for what some staff identified as potentially sensitive topics regarding their need for and use of services.

PHSKC provided refreshments and gift card incentives (\$30 to Safeway) for participants. Four of the discussions were facilitated by a trained bilingual facilitator and three by a PHSKC researcher. These discussions also began with an explanation of the purpose and how the data would be used, as well as answering participant questions before they gave consent. Five discussion groups were audio recorded with permission and detailed notes were taken for two discussion groups where participants did not want to be recorded.

Questions focused on the following topic areas: Food bank services utilized, impressions of food bank experience, client needs, ease of access, and impact. The topic guide used for potentially sensitive topics and demographics can be viewed in Appendix E – Item 5 and the group discussion topic guide can be viewed in Appendix E – Item 6.

#### Seattle Food Bank Network Survey

Seventeen food bank respondents completed the Seattle Food Bank Network Survey and an additional eight completed some portion of it, a total of 25 or an 83% response rate. Only one survey was collected per food bank. The full version of the online survey was open from September 18 to October 26, 2018. An abbreviated survey was available from November 9 to November 21, 2018 to collect essential data from the remaining food banks missing from the sample. All 30 food banks considered to be within the Seattle food bank network received an email inviting them to participate, sent to the Executive Directors and/or Food Bank Manager. The invitation provided a brief summary of the Food Bank Network Assessment, purpose of the survey, and the survey link.

The Food Bank Network Survey was designed using input from various stakeholders including food bank representatives, Seattle Human Services Department, SBT Community Advisory Board, UW Center for Public Health Nutrition, Seattle Office of Sustainability & Environment and Seattle City Councilmembers. Scientific literature and grey literature were also reviewed, and the survey tool was informed by The San

Diego County Food Pantry Capacity Survey,<sup>4</sup> the USDA Healthy Pantry Assessment Toolkit<sup>5</sup> and the survey developed by Tarasuk et al.<sup>6</sup> The survey tool was piloted by nine different food bank staff members. The pilots took place over the phone and participants were asked to describe how they interpreted and thought through each survey question. These pilots helped identify where questions were confusing and response options were incomplete, as well as where functionality of the online survey could be improved. The complete survey can be viewed in Appendix E – Item 7.

The Food Bank Network Survey data were collected and managed using REDCap electronic data capture tools<sup>7</sup> hosted at the UW Institute of Translational Health Sciences. REDCap (Research Electronic Data Capture) is a secure, web-based application designed to support data capture for research studies, providing: 1) an intuitive interface for validated data entry, 2) audit trails for tracking data manipulation, and export procedures, 3) automated export procedures for seamless data downloads to common statistical packages, and 4) procedures for importing data from external sources. REDCap at ITHS is supported by the National Center For Advancing Translational Sciences of the National Institutes of Health under Award Number UL1 TR002319.

Survey data were extracted from RedCap and analyzed in Stata to perform a descriptive analysis. Open-ended responses were collated and examined for recurring themes. Continuous variables were summarized using frequencies and proportions, while categorical variables were summarized using univariate summary statistics (Observations, Mean, Median, Standard Deviation, Minimum, and Maximum), as well as one- and two-way frequency tables. Results reported here are based only on the data received from the survey respondents and therefore not representative of all 30 food banks.

#### Gap analysis

For the gap analysis included in this section we used data on the number of hours open for food distribution and population of adult food insecurity by Council District. Hours of operation for all 30 food banks was attained through the survey, as well as cross checking the SFC food bank directory and food bank websites. The total number of hours food banks are open for on-site distribution were calculated for each Council District. This included the limited number of hours where food bank distribution is restricted to specific populations based on age, disability, or families with children. Total hours were examined across Council Districts, day of the week, and time of day. This analysis also compared total hours to the estimated population count of adult food insecurity by Council District. The district-level population counts of adult (18+) food insecurity was calculated using the percent of adults experiencing food insecurity reported by the 2011-2013 Behavioral Risk Factor Surveillance Survey (BRFSS) data, applied to 2017 Washington State Office of Financial Management population estimates of people over 18. More information on these estimates is provided in Section 4 of this report.

## References

1. Public Health Seattle-King County. Food insecurity (adults), King county (Average: 2010-2013). [https://www.kingcounty.gov/depts/health/data/community-health-indicators/behavioral-risk-factor-surveillance-system.aspx?shortname=Food insecurity](https://www.kingcounty.gov/depts/health/data/community-health-indicators/behavioral-risk-factor-surveillance-system.aspx?shortname=Food%20insecurity) Published 2018. Accessed August 1, 2018.
2. Washington State Department of Social and Health Services. Client Counts and Direct Service Expenditures: Economic Services Total; Basic Food Program. <http://clientdata.rda.dshs.wa.gov/Home/ShowReport?reportMode=0>. Accessed November 1, 2018.
3. United States Department of Agriculture; Food and Nutrition Service. Food Distribution Program Tables (The Emergency Food Assistance Program). <https://www.fns.usda.gov/pd/food-distribution-program-tables>. Accessed November 1, 2018.
4. Schumann MJ, Trull C, Noack C. 2015 Food and Function: An Assessment of the Capacity of Food Pantry Programs in San Diego County. Caster Family Center for Nonprofit and Philanthropic Research, University of San Diego. 2015. <https://digital.sandiego.edu/npi-foodsecurity/1>
5. Regional Nutrition Education and Obesity Prevention Centers of Excellence; Western Region at Colorado State University. Healthy food pantry assessment toolkit. <https://snaped.fns.usda.gov/library/materials/healthy-food-pantry-assessment-toolkit>. Accessed November 1, 2018.
6. Tarasuk V, Dachner N, Hamelin AM, Ostry A, Williams P, Bosckei E, Poland B, Raine K. A survey of food bank operations in five Canadian cities. *BMC Public Health*. 2014;14(1):1234. doi: 10.1186/1471-2458-14-1234
7. Paul A. Harris, Robert Taylor, Robert Thielke, Jonathon Payne, Nathaniel Gonzalez, Jose G. Conde, Research electronic data capture (REDCap) – A metadata-driven methodology and workflow process for providing translational research informatics support, *J Biomed Inform*. 2009 Apr;42(2):377-81.

## APPENDIX A | EVALUATION TEAM STRUCTURE AND TEAM BIOGRAPHIES

## APPENDIX A | EVALUATION TEAM STRUCTURE AND TEAM BIOGRAPHIES

### SEATTLE'S SWEETENED BEVERAGE TAX EVALUATION TEAM STRUCTURE

The Seattle Office of the City Auditor established a contract with Public Health – Seattle & King County to complete the evaluation outlined in Section 5B of the Sweetened Beverage Tax Ordinance. The Sweetened Beverage Tax (SBT) Evaluation Team is comprised of academic researchers and public health practitioners which includes national experts on policy evaluation, food policy, obesity, sugary beverages and beverage taxes, dietary assessment, and assessment of beverage purchasing. Each organization listed here contributed to the overall study design and led different components of the report on healthy food availability and the food bank network: Public Health – Seattle & King County coordinated the research efforts, served as the point of contact with the City of Seattle, and led the work for all sections except section 3 on price and availability of healthy food in Seattle stores; the University of Washington co-led and coordinated the SBT Evaluation Team's overall research efforts, served as the point of contact for national academic research advisors, and led the study on price and availability of healthy food in Seattle stores; Seattle Children's Research Institute contributed to the design, analysis, and interpretation of findings. The Office of the City Auditor contributed to the study design, monitored progress, and served as the point of contact with the City Review Team (comprised of staff representing City Council, City Budget Office, Finance and Administrative Services, Executive Office, and City Departments, such as the Human Services Department and the Office of Sustainability and Environment) to review the methods and reports from the SBT Evaluation Team.

### BIOGRAPHIES

**Kaylin Bolt**, M.P.H., M.S.W., M.Ed., is a Social Research Scientist at Public Health – Seattle & King County in the Assessment, Policy Development and Evaluation unit. She received her bachelor's degree in Psychology from Calvin College, and her Master of Public Health and Social Work from Washington University in Saint Louis, as well as her Master of Education from the University of Missouri-Saint Louis. Ms. Bolt has held researcher and evaluator roles on projects funded by the Washington State Department of Health, Gates Foundation, NIH, CDC, Bloomberg Foundation, Robert Wood Johnson Foundation, and the Kellogg Foundation. She has worked primarily in public health research, program design and evaluation, most often through a mixed-methods approach.

For this study, Ms. Bolt's role was to oversee the Food Bank Network Assessment efforts. In all components of the Food Bank Network Assessment, Ms. Bolt led the development of data collection tools (survey design, topic guides), implementation, analysis and synthesis of results.

**Louise Carter**, Ph.D., is a social research scientist at Public Health – Seattle & King County in the Assessment, Policy Development and Evaluation unit. She holds a Bachelor's Degree in History from Wellesley College and a Ph.D. in Developmental Psychology from the University of Minnesota. She has worked as an academic researcher, a journalist, and as communications director for a policy research center at the University of Washington's Evans School of Public Affairs. She also helped a Microsoft team put together an on-line resource on pregnancy, parenting, and child health. Her role as lead/coordinating writer for this report was informed by research on childhood obesity that she conducted with colleagues at the University of Washington.

**Daniel Casey**, M.P.H, is an epidemiologist at Public Health – Seattle & King County in the Assessment, Policy Development and Evaluation unit. He received his B.A. from the College of William and Mary and his Master of Public Health from the University of Washington. For this report, he developed, executed, and drafted the healthy food priority area analysis and provided cartography support for the rest of the report.

**Nadine Chan**, Ph.D., M.P.H., is the Assistant Chief of the Assessment, Policy Development, and Evaluation unit at Public Health – Seattle & King County and Clinical Assistant Professor of Epidemiology at the University of Washington School of Public Health and Community Medicine. She has published, led, and co-led studies evaluating cross-sector strategies to improve health equity. Her work includes mixed-method studies of complex policy and program interventions, including conducting natural experiments, to study changes in policies, systems, and environments and their impacts on health outcomes (e.g., evaluations of the King County menu labeling policy, the Partnerships to Improve Community Health initiative, Communities Putting Prevention to Work Initiative, and launch of the evaluation for the Best Starts for Kids Initiative.) As the Assistant Chief of Assessment, Policy Development, and Evaluation at Public Health - Seattle & King County, Dr. Chan provides oversight of a nationally recognized team of researchers responsible for community assessment and evaluation, and who routinely analyze population-level datasets and administrative program data. Dr. Chan’s work has been funded by the Centers for Disease Control, Robert Wood Johnson Foundation, King County, and City of Seattle. Dr. Chan received her undergraduate degree in cell biology from the University of California at Berkeley, masters and doctoral degrees from the University of Washington School of Public Health and Community Medicine, and completed a post-doctorate fellowship on cancer prevention disparities at the University of California in San Francisco.

For this study, Dr. Chan co-leads the Evaluation Team with Dr. Jesse Jones-Smith and is the point of contact between the City of Seattle Office of the Auditor and the Evaluation Team. Dr. Chan coordinates and monitors the contracted research efforts; convenes and documents weekly Evaluation Team meetings; writes, reviews, and presents reports to the Office of the City Auditor as requested; serves as the point of contact with the SBT Community Advisory Board and the City Review Team; directly oversees the Public Health staff members working on the SBT evaluation, and contributes to the study design, writing and review of reports, publications, and presentations.

**Roxana Chen**, Ph.D., M.P.H., is an Affiliate Assistant Professor in the Department of Health Services at the University of Washington and social research scientist at Public Health – Seattle & King County. Dr. Chen received her Master of Public Health in Behavioral Sciences and Health Promotion at the University of Illinois at Chicago and her Ph.D. in Health Services from the University of Washington. Her areas of research include chronic disease disparities and cross-sectoral strategies between health and housing to improve health. She has expertise in community-based participatory research and using mixed methods to evaluate community and population-level interventions.

Dr. Chen attends weekly SBT Evaluation Team meetings and contributes to reports and publications about the SBT. For this report, Dr. Chen analyzed population-level data to estimate food insecurity among adults and school-aged youth in Seattle, and contributed to the writing of the section on food insecurity in Seattle. She also provided input on other components of the healthy food availability and food bank network assessments.



**Jessica Jones-Smith**, Ph.D., M.P.H., R.D., is an obesity epidemiologist and Associate Professor in the Department of Health Services (primary) and Epidemiology (joint) and a core faculty member of the Nutrition Sciences Program at the University of Washington School of Public Health. She holds an MPH in Public Health Nutrition from the University of California, Berkeley and a Ph.D. in Nutrition Epidemiology from the University of North Carolina at Chapel Hill. She completed a postdoctoral fellowship at the University of California, San Francisco and spent 4 years as an Assistant Professor at Johns Hopkins Bloomberg School of Public Health before arriving at the University of Washington. Dr. Jones-Smith studies social, environmental, and economic causes and correlates of obesity risk. Specifically, her research focuses on investigating distal drivers of nutrition-related health inequities and follows three main lines: 1) investigating community and individual economic resources as causal factors in obesity-related health status; 2) evaluating the obesity-related impacts of health and social policies; and 3) documenting disparities in nutrition-related diseases based on socioeconomic factors and race/ethnicity, across the lifespan and in numerous populations. Dr. Jones-Smith has previously used a natural experiment approach to evaluate how increased economic resources stemming from the opening of Native American-owned casinos has impacted the weight related-health outcomes of Native American mothers and children. She has also recently evaluated the impacts of the economic recession on children's BMI, the impact of a nationwide advocacy campaign on obesity-related legislation, and the impacts of the WIC package change on healthy food availability in Baltimore City. Her current approach combines public health nutrition and epidemiologic methods with econometric techniques to study these topics.

Dr. Jones-Smith co-leads the overall evaluation with Dr. Nadine Chan and directly leads the SBT evaluation's store audit component and co-leads the norms and attitudes component, and leads the food availability and pricing portion of the food access assessment, including leading study design, overseeing data collection and manuscript/report writing. She facilitates the weekly all-team meetings. She contributes to drafting, reviewing and editing study reports and documents. She is the main point of contact for external scientific advisors.

**Melissa Knox**, Ph.D., is a Senior Lecturer in the Department of Economics at the University of Washington and a Research Affiliate at the Center for Studies in Demography and Ecology at UW. Dr. Knox received her Ph.D. in Economics from the University of California, Berkeley and was a Research Associate at the Daniel J. Evans School of Public Policy and Governance before joining the Department of Economics. Her research focuses on using natural experiments and other econometric approaches to investigate the causal impact of health policies on household behavior, health care utilization, and health. Her research frequently concentrates on detecting the effects of these policies on the well-being of socially disadvantaged populations. She has previously studied Mexico's health care sector, measuring the impact of that country's health care reform on a variety of health and labor market outcomes.

Dr. Knox provides input on research design and data analysis, mainly for the adult survey and retail audit components of the evaluation. She also contributes to report writing for the project.

**Vanessa M. Oddo**, Ph.D., M.P.H., is an Acting Assistant Professor in the Department of Health Services at the University of Washington School of Public Health. Dr. Oddo received her Master of Public Health in Public Health Nutrition from Tufts University and her Ph.D. in Nutrition from the Johns Hopkins Bloomberg School of Public Health. She uses epidemiologic methods to investigate determinants of

obesity. Her main line of research investigates the role of employment status and working conditions on obesity and cardiovascular disease risk.

Dr. Oddo co-leads the adult survey of norms and attitudes. She coordinates the data collection and analyses for the adult survey. She is also responsible for leading report and manuscript writing for the adult survey component of the evaluation, in collaboration with Dr. Jones-Smith and the SBT Evaluation Team. In addition, she provides input on the retail audit component of the SBT evaluation.

**Mary Podrabsky**, M.P.H., R.D., is a Research Coordinator at the University of Washington Center for Public Health Nutrition (UW-CPHN), and Clinical Instructor in the Nutritional Sciences Program. She has a Bachelor of Science degree in Food, Nutrition and Institution Management from Washington State University, and completed her dietetic internship at Rush Medical Center in Chicago, IL. Ms. Podrabsky received her Master of Public Health – Nutritional Sciences degree from the University of Washington. She is skilled in a variety of qualitative and quantitative research methods and in her position at UW-CPHN, she has served as Research Coordinator and Project Manager for more than 20 nutrition and physical activity policy and environment-related research and evaluation projects.

Ms. Podrabsky provides input on various aspects of evaluation implementation, as well as oversight of UW project budget and contract administration.

**Brian E. Saelens**, Ph.D., is a Professor of Pediatrics and Psychiatry & Behavioral Sciences at the University of Washington and Principal Investigator at Seattle Children's Research Institute. Dr. Saelens is trained as a clinical/health psychologist, with a bachelor's degree in Psychology from Cornell University and a master's and Ph.D. from the State University of New York at Buffalo. Dr. Saelens' research interests include pediatric obesity treatment and prevention. His work examines strategies to improve the efficacy and reach of family-based weight management interventions for youth with already elevated weight status. He also explores how environmental factors and policies influence physical activity and eating behaviors in children and adults. He collaborates with community partners and local public health practitioners to help implement policy, systems, and environment change around healthy eating and active living in South King County. Dr. Saelens is a member of the King County Children and Youth Advisory Board for the Best Starts for Kids initiative. His research and evaluation work has been funded by the National Institutes of Health, CDC, USDA, and the Robert Wood Johnson Foundation. He has authored over 200 peer-reviewed scientific publications.

Dr. Saelens leads the child cohort component of Seattle's Sweetened Beverage Tax (SBT) evaluation and is responsible for leading report writing and other dissemination products for the child cohort component. He attends weekly Evaluation Team meetings. For this report, he contributed to the study design, data interpretation, and review of the final report.

**Abigail Schachter**, M.P.H., is an epidemiologist at Public Health – Seattle & King County in the Assessment, Policy Development and Evaluation unit. She holds a Bachelor's Degree in Psychology from Harvard University and a Master of Public Health in Health Behavior and Health Education from the University of Michigan. For this evaluation, Ms. Schachter's role was to conduct the food security gap analysis and write the food gap section of the report. She also attended weekly SBT Evaluation Team meetings and contributed to the writing and review of the food security section of the report.

**Myduc Ta**, Ph.D., M.P.H., is an epidemiologist at Public Health – Seattle & King County in the Assessment, Policy Development and Evaluation unit. Dr. Ta received her undergraduate degree in biochemistry and cell biology from the University of California, San Diego; a Master of Public Health degree with an emphasis in epidemiology from the University of California, Los Angeles; and a doctoral degree in epidemiology from the University of North Carolina at Chapel Hill. She completed a post-graduate CDC public health surveillance systems fellowship at the National Institute for Occupational Safety and Health in Morgantown, WV and post-doctoral training in applied epidemiology as a CDC Epidemic Intelligence Service (EIS) Officer. As a former (class of 2008) CDC EIS Officer assigned to the Washington state Department of Health Non-infectious Conditions Epidemiology unit, Dr. Ta conducted quantitative and field investigations in the areas of: chronic disease risk factors (nutrition and physical activity), injury, and environmental health. In her current position she provides epidemiologic data analysis expertise and knowledge of surveillance systems in support of programmatic work on healthy eating and active living, youth health and well-being, and injury and violence prevention. This includes leading the analysis for a component of Public Health’s menu labeling evaluation and co-leading population-level data analysis to support final reporting for the CDC Community Transformation Grant.

For this study, Dr. Ta oversaw the healthy food availability assessment that includes the following components: literature review of food access and summary of food assistance programs, mapping the food environment, and food insecurity and food security gap analyses. She led the development of the design and analysis plan, consulted on analyses of the population-level food insecurity and food security gap estimation, and provided input on the healthy food priority area analysis and food bank network assessment. Dr. Ta attends weekly SBT Evaluation Team meetings, provides population-level data to inform other SBT evaluation components, contributes to writing and reviewing of this report, and served as the practicum site supervisor for Ms. Yang.

**Lina Pinero Walkinshaw**, M.P.H., is a Research Scientist at the University of Washington Center for Public Health Nutrition (UW CPHN). She received her bachelor’s degree in Sociology, Anthropology, and Spanish from Carleton College, and her Master of Public Health from the Community Oriented Public Health Practice program at the University of Washington. Ms. Pinero Walkinshaw has expertise in managing and conducting primary data collection efforts, and is skilled in qualitative and quantitative study implementation and data analysis. Her work focuses primarily on research and evaluation of policies and programs to support food access, food security, and health equity as it relates to nutrition.

In coordination with Dr. Jones-Smith, Ms. Pinero Walkinshaw manages the retail audits portion of the SBT evaluation, and the food availability and pricing portion of the food access assessment. She provides input on study design, develops data collection protocols, manages retail audit (i.e. store survey) data collection, conducts analyses of retail audit, food availability and pricing data, and assists with report and manuscript writing. In addition, she provides input on the other evaluation components.

**Alicia Yang**, R.D., is a practicum intern at Public Health – Seattle & King County in the Assessment, Policy Development, and Evaluation unit. She is a Master of Public Health candidate at University of Washington. She holds a Bachelor of Science degree in Food and Nutritional Sciences from Seattle Pacific University and completed her dietetic internship at Golden Gate Dietetic Internship. She attended weekly SBT Evaluation Team meetings, was responsible for conducting and summarizing the literature review on dimensions of food access as well as researching and synthesizing information on

principle food assistance programs and initiatives. Ms. Yang contributed to drafting the report sections on dimensions of food access and food assistance programs. In addition, she supported data analysis activities on food insecurity among adults.

## ACKNOWLEDGMENTS

This report is dedicated to the people who experience food insecurity, especially the many food bank network participants who made time to share their diverse perspectives with us. The Evaluation Team is especially grateful for the tremendous help we received from community and subject matter experts listed below.

The assessment of the food bank network relied on generous participation of food banks in Seattle, the Seattle Food Committee, Frank Miranda, Sabrina Jones, Christina Wong (SBT Community Advisory Board), Joe Gruber, and Jennifer Muzia to inform and develop data collection materials, pilot test surveys, host focus group conversations; University of Washington graduate student interns Kayla Cody and Edsel Blanche, to conduct outreach and data coding; focus group facilitators: Sharissa Tojok (Cantonese facilitator), Kim Tran (Vietnamese facilitator), Lenny Orlov (Russian facilitator), and Gabriel Perez (Spanish facilitator); and DataGain Services for transcribing audio recordings.

We appreciate the many food stores that were included in this study and for his help as a community liaison with Somali grocers for the retail audits, we would like to thank Mr. Abdullahi Jama. We would like to thank the City of Seattle staff who worked closely with the Evaluation Team to develop the study design or provided data support, including Natalie Thomson, Leslie Stewart, Liz Fikejs, Carol Cartmell, Bridget Igoe, Sharon Lerman, Priya Saxena, Katie Clemens, Fahima Mohamed, Brian Rosete, Pamela Calderon Maskara. From the University of Washington Urban Form Lab, Dr. Anne Vernez Moudon and Dr. Phil Hurvitz provided their list of categorized food businesses in King County. From Public Health – Seattle and King County, we would like to thank Alastair Matheson, Sara Jaye Sanford, Mariko Toyoji, and Lin Song for their analytic support, Gloria Albetta for copy-editing, and Joie McCracken (Hsu) for managing the production of this report.

This report is funded by City of Seattle Sweetened Beverage Tax Ordinance 125324.

## APPENDIX B | SEATTLE HEALTHY FOOD SURVEY

# Data Tracking

Business ID - 6mo

\_\_\_\_\_

Enter Store ID

\_\_\_\_\_

Business Name

\_\_\_\_\_  
(Type name from your store list. If store name has changed, record new name on your store list.)

Business Address, Full

\_\_\_\_\_  
(Type address from your store list. If it's a new store, enter address from store building or Google.)

Business City

- Seattle  
 Kent  
 Auburn  
 Federal Way  
 ()

Data Collection Date

\_\_\_\_\_

()

Data Collector Name

\_\_\_\_\_

()

Audit Start Time

\_\_\_\_\_

()

Survey Completion Code

- Completed  
 Partially Completed  
 Not Started  
 Not Eligible  
 ()

Survey Disposition Code

- Temporarily not accessible  
 Not safe  
 Asked to leave / Observation not allowed by staff  
 Not accessible for audit ( i.e. only clerk-assisted)  
 Does not meet study criteria (describe in notes)  
 Store closed permanently  
 ()

Did this store receive a \$10 cash incentive?

- Yes  
 No  
 ()

Cash incentive receipt:  
Take photo of receipt, upload here

\_\_\_\_\_

()

566

# Groceries

Business ID - 6mo

---

## Produce

Banana

- 1 lb  
 Each  
 None  
 ()

Price

(9999 = Not able to obtain price)

Sale

- Yes  
 No

Sale Type

- Reduced price  
 Buy #x get #x  
 Buy #x for \$priceTOTAL  
 Buy #x for \$priceEACH  
 Other

Sale Price

---

Buy #xx

---

Get #xx

---

For \$xx.xx

---

Minimum purchase required?

- Yes  
 No

Red Delicious Apple

- 1 lb  
 Each  
 None  
 ()

Price

(9999 = Not able to obtain price)

Sale

- Yes  
 No

Sale Type

- Reduced price  
 Buy #x get #x  
 Buy #x for \$priceTOTAL  
 Buy #x for \$priceEACH  
 Other

Sale Price

\_\_\_\_\_

Buy #xx

\_\_\_\_\_

Get #xx

\_\_\_\_\_

For \$xx.xx

\_\_\_\_\_

Minimum purchase required?

- Yes  
 No

**Orange, cheapest**

- 1 lb  
 Each  
 None  
 ( )

Price

\_\_\_\_\_ (9999 = Not able to obtain price)

Sale

- Yes  
 No

Sale Type

- Reduced price  
 Buy #x get #x  
 Buy #x for \$priceTOTAL  
 Buy #x for \$priceEACH  
 Other

Sale Price

\_\_\_\_\_

Buy #xx

\_\_\_\_\_

Get #xx

\_\_\_\_\_

For \$xx.xx

\_\_\_\_\_

Minimum purchase required?

- Yes  
 No



Yellow Onions

- 1 lb
- Each
- None
- ( )

Price

\_\_\_\_\_  
(9999 = Not able to obtain price)

Sale

- Yes
- No

Sale Type

- Reduced price
- Buy #x get #x
- Buy #x for \$priceTOTAL
- Buy #x for \$priceEACH
- Other

Sale Price

\_\_\_\_\_

Buy #xx

\_\_\_\_\_

Get #xx

\_\_\_\_\_

For \$xx.xx

\_\_\_\_\_

Minimum purchase required?

- Yes
- No

Tomatoes (cheapest)

- 1 lb
- Each
- None
- ( )

Price

\_\_\_\_\_  
(9999 = Not able to obtain price)

Sale

- Yes
- No

Sale Type

- Reduced price
- Buy #x get #x
- Buy #x for \$priceTOTAL
- Buy #x for \$priceEACH
- Other

Sale Price

\_\_\_\_\_

Buy #xx

\_\_\_\_\_

---

Get #xx

---

For \$xx.xx

---

Minimum purchase required?

- Yes
- No

---

**Carrots, 1lb bag (cheapest)**

- Yes
- No
- ( )

---

Price

\_\_\_\_\_  
(9999 = Not able to obtain price)

---

Sale

- Yes
- No

---

Sale Type

- Reduced price
- Buy #x get #x
- Buy #x for \$priceTOTAL
- Buy #x for \$priceEACH
- Other

---

Sale Price

\_\_\_\_\_

---

Buy #xx

\_\_\_\_\_

---

Get #xx

\_\_\_\_\_

---

For \$xx.xx

\_\_\_\_\_

Minimum purchase required?

- Yes
- No

---

**Broccoli, 1 bunch (cheapest)**

- 1 lb
- Each
- None
- ( )

---

Price

\_\_\_\_\_  
(9999 = Not able to obtain price)

---

Sale

- Yes
- No

Sale Type

- Reduced price
- Buy #x get #x
- Buy #x for \$priceTOTAL
- Buy #x for \$priceEACH
- Other

Sale Price

\_\_\_\_\_

Buy #xx

\_\_\_\_\_

Get #xx

\_\_\_\_\_

For \$xx.xx

\_\_\_\_\_

Minimum purchase required?

- Yes
- No

**Green leaf lettuce, 1 head/bunch (cheapest)**

- Yes lettuce head/bunch
- No lettuce at all
- No lettuce head/bunch, yes bag/box of lettuce  
( )

Price

\_\_\_\_\_ (9999 = Not able to obtain price)

Sale

- Yes
- No

Sale Type

- Reduced price
- Buy #x get #x
- Buy #x for \$priceTOTAL
- Buy #x for \$priceEACH
- Other

Sale Price

\_\_\_\_\_

Buy #xx

\_\_\_\_\_

Get #xx

\_\_\_\_\_

For \$xx.xx

\_\_\_\_\_

Minimum purchase required?

- Yes
- No

**Bakery**White Bread (cheapest), 1 loaf

- Yes  
 No  
 ()

Price

(9999 = Not able to obtain price)

Sale

- Yes  
 No

Sale Type

- Reduced price  
 Buy #x get #x  
 Buy #x for \$priceTOTAL  
 Buy #x for \$priceEACH  
 Other

Sale Price

\_\_\_\_\_

Buy #xx

\_\_\_\_\_

Get #xx

\_\_\_\_\_

For \$xx.xx

\_\_\_\_\_

Minimum purchase required?

- Yes  
 No

Whole Wheat Bread (cheapest), 1 loaf

- Yes  
 No  
 ()

Price

(9999 = Not able to obtain price)

Sale

- Yes  
 No

Sale Type

- Reduced price  
 Buy #x get #x  
 Buy #x for \$priceTOTAL  
 Buy #x for \$priceEACH  
 Other

Sale Price

\_\_\_\_\_

Buy #xx

\_\_\_\_\_

572

---

 Get #xx  
 \_\_\_\_\_

---

 For \$xx.xx  
 \_\_\_\_\_

---

 Minimum purchase required?

- Yes  
 No

---

**Eggs**


---

White Eggs (cheapest), 1 dozen

- Yes  
 No  
 ( )

---

 Price

\_\_\_\_\_

(9999 = Not able to obtain price)

---

 Sale

- Yes  
 No

---

 Sale Type

- Reduced price  
 Buy #x get #x  
 Buy #x for \$priceTOTAL  
 Buy #x for \$priceEACH  
 Other

---

 Sale Price

\_\_\_\_\_

---

 Buy #xx  
 \_\_\_\_\_

---

 Get #xx  
 \_\_\_\_\_

---

 For \$xx.xx  
 \_\_\_\_\_

---

 Minimum purchase required?

- Yes  
 No

---

**Meat**


---

Ground meat fresh, >80% lean (cheapest) 1lb

- Yes  
 No  
 (Hierarchy: beef -> chicken/turkey -> pork | Has to be MORE than 80% lean)

---

 Type

- Beef  
 Chicken/turkey  
 Pork

Price \_\_\_\_\_  
(9999 = Not able to obtain price)

Sale  Yes  
 No

Sale Type  Reduced price  
 Buy #x get #x  
 Buy #x for \$priceTOTAL  
 Buy #x for \$priceEACH  
 Other

Sale Price \_\_\_\_\_

Buy #xx \_\_\_\_\_

Get #xx \_\_\_\_\_

For \$xx.xx \_\_\_\_\_

Minimum purchase required?  Yes  
 No

**Cereal**

Frosted Flakes Cereal, 15 oz  Yes  
 No  
( )

Price \_\_\_\_\_  
(9999 = Not able to obtain price)

Sale  Yes  
 No

Sale Type  Reduced price  
 Buy #x get #x  
 Buy #x for \$priceTOTAL  
 Buy #x for \$priceEACH  
 Other

Sale Price \_\_\_\_\_

Buy #xx \_\_\_\_\_

Get #xx \_\_\_\_\_

For \$xx.xx

\_\_\_\_\_

Minimum purchase required?

- Yes
- No

Original Cheerios Cereal, 12 oz

- Yes
- No
- ( )

Price

\_\_\_\_\_  
(9999 = Not able to obtain price)

Sale

- Yes
- No

Sale Type

- Reduced price
- Buy #x get #x
- Buy #x for \$priceTOTAL
- Buy #x for \$priceEACH
- Other

Sale Price

\_\_\_\_\_

Buy #xx

\_\_\_\_\_

Get #xx

\_\_\_\_\_

For \$xx.xx

\_\_\_\_\_

Minimum purchase required?

- Yes
- No

**Rice**

Rice, unseasoned 1lb/16oz (cheapest)

- Yes rice 1lb container
- Yes rice but no 1lb container
- No rice
- (Hierarchy: Brown rice -> white rice, bag -> box  
| Always pick 1lb unless there is none)

Rice Type

- Brown Rice
- White Rice

Rice Packaging

- Bag
- Box

Rice Package Size in POUNDS (lbs)

\_\_\_\_\_

---

Price \_\_\_\_\_  
(9999 = Not able to obtain price)

---

Sale  Yes  
 No

---

Sale Type  Reduced price  
 Buy #x get #x  
 Buy #x for \$priceTOTAL  
 Buy #x for \$priceEACH  
 Other

---

Sale Price \_\_\_\_\_

---

Buy #xx \_\_\_\_\_

---

Get #xx \_\_\_\_\_

---

For \$xx.xx \_\_\_\_\_

---

Minimum purchase required?  Yes  
 No

### "Canned Beans, Unseasoned whole beans (no green beans)"

---

Canned Beans, cheapest small can (14.5 - 15.5 oz)  Yes  
 No  
(Heirarchy: Black -> kidney -> garbanzo)

---

Bean type  Black beans  
 Kidney beans  
 Garbanzo beans

---

Price \_\_\_\_\_  
(9999 = Not able to obtain price)

---

Sale  Yes  
 No

---

Sale Type  Reduced price  
 Buy #x get #x  
 Buy #x for \$priceTOTAL  
 Buy #x for \$priceEACH  
 Other

---

Sale Price \_\_\_\_\_

---

Buy #xx \_\_\_\_\_

576



---

Get #xx

---

---

For \$xx.xx

---

---

Minimum purchase required?

- Yes
- No

---

groceries time stamp

---

()

# Snacks

Business ID - 6mo

---

## Chips

Lay's Regular Potato Chips, Salted 2.75 oz

- Yes  
 No  
 ( )

Price

---

(9999 = Not able to obtain price)

Sale

- Yes  
 No

Sale Type

- Reduced price  
 Buy #x get #x  
 Buy #x for \$priceTOTAL  
 Buy #x for \$priceEACH  
 Other

Sale Price

---

Buy #xx

---

Get #xx

---

For \$xx.xx

---

Minimum purchase required?

- Yes  
 No

Lay's Regular Potato Chips, Salted 10 oz

- Yes  
 No  
 ( )

Might be called Family Size

Price

---

(9999 = Not able to obtain price)

Sale

- Yes  
 No

Sale Type

- Reduced price  
 Buy #x get #x  
 Buy #x for \$priceTOTAL  
 Buy #x for \$priceEACH  
 Other

578

Sale Price

\_\_\_\_\_

Buy #xx

\_\_\_\_\_

Get #xx

\_\_\_\_\_

For \$xx.xx

\_\_\_\_\_

Minimum purchase required?

- Yes
- No

Pringles Regular Potato Chips, Salted 2.36 oz

- Yes
- No
- ( )

Price

\_\_\_\_\_  
(9999 = Not able to obtain price)

Sale

- Yes
- No

Sale Type

- Reduced price
- Buy #x get #x
- Buy #x for \$priceTOTAL
- Buy #x for \$priceEACH
- Other

Sale Price

\_\_\_\_\_

Buy #xx

\_\_\_\_\_

Get #xx

\_\_\_\_\_

For \$xx.xx

\_\_\_\_\_

Minimum purchase required?

- Yes
- No

Pringles Regular Potato Chips, Salted 5.2 oz

- Yes
- No
- ( )

Price

\_\_\_\_\_  
(9999 = Not able to obtain price)

Sale  Yes  No

Sale Type  Reduced price  Buy #x get #x  Buy #x for \$priceTOTAL  Buy #x for \$priceEACH  Other

Sale Price \_\_\_\_\_

Buy #xx \_\_\_\_\_

Get #xx \_\_\_\_\_

For \$xx.xx \_\_\_\_\_

Minimum purchase required?  Yes  No

**"Cookies, Original Oreos"**

Cookies, Original Oreos 2 oz  Yes  No  ( )

Price \_\_\_\_\_  
(9999 = Not able to obtain price)

Sale  Yes  No

Sale Type  Reduced price  Buy #x get #x  Buy #x for \$priceTOTAL  Buy #x for \$priceEACH  Other

Sale Price \_\_\_\_\_

Buy #xx \_\_\_\_\_

Get #xx \_\_\_\_\_

For \$xx.xx \_\_\_\_\_

Minimum purchase required?

- Yes
- No

Cookies, Original Oreos 14.3 oz

- Yes
- No
- ( )

Price

(9999 = Not able to obtain price)

Sale

- Yes
- No

Sale Type

- Reduced price
- Buy #x get #x
- Buy #x for \$priceTOTAL
- Buy #x for \$priceEACH
- Other

Sale Price

\_\_\_\_\_

Buy #xx

\_\_\_\_\_

Get #xx

\_\_\_\_\_

For \$xx.xx

\_\_\_\_\_

Minimum purchase required?

- Yes
- No

**Little Debbie Honey Buns**

Little Debbie Honey Buns 3 oz

- Yes
- No
- ( )

Price

(9999 = Not able to obtain price)

Sale

- Yes
- No

Sale Type

- Reduced price
- Buy #x get #x
- Buy #x for \$priceTOTAL
- Buy #x for \$priceEACH
- Other

Sale Price

\_\_\_\_\_

Buy #xx

\_\_\_\_\_

Get #xx

\_\_\_\_\_

For \$xx.xx

\_\_\_\_\_

Minimum purchase required?

- Yes
- No

Little Debbie Honey Buns 10.6 oz

- Yes
- No
- ( )

Price

\_\_\_\_\_  
(9999 = Not able to obtain price)

Sale

- Yes
- No

Sale Type

- Reduced price
- Buy #x get #x
- Buy #x for \$priceTOTAL
- Buy #x for \$priceEACH
- Other

Sale Price

\_\_\_\_\_

Buy #xx

\_\_\_\_\_

Get #xx

\_\_\_\_\_

For \$xx.xx

\_\_\_\_\_

Minimum purchase required?

- Yes
- No

**Reese's Peanut Butter cups**

Reese's Peanut Butter cups 1.5 oz (2pk)

- Yes
- No
- ( )

Price

\_\_\_\_\_  
(9999 = Not able to obtain price)

Sale

- Yes
- No

---

Sale Type

- Reduced price
- Buy #x get #x
- Buy #x for \$priceTOTAL
- Buy #x for \$priceEACH
- Other

---

Sale Price

---

---

Buy #xx

---

---

Get #xx

---

---

For \$xx.xx

---

---

Minimum purchase required?

- Yes
- No

---

snacks time stamp

---

( )

## APPENDIX C | GROUND TRUTHING



## APPENDIX C | DETAILED DESCRIPTION OF GROUND-TRUTHING OF THE FOOD ENVIRONMENT OF 3 PRIORITY NEIGHBORHOODS

**The accuracy of the categorized food permit database versus an on-the-ground ground-truthing exercise.** Data collectors drove 112 miles to ground-truth the Haller Lake, High Point, and South Park neighborhoods. In ground-truthing, data collectors identified a total of 72 eligible food establishments; 39 in Haller Lake, 23 in South Park, and 10 in High Point. The 2015 categorized food permit database included only 56 stores across these three neighborhoods. In addition to finding more stores than listed in the database (i.e. “false negatives”), data collectors were not able to find many stores that the database listed as present (i.e. “false positives”).

Table 1 below displays the number of true positives, false negatives, false positives, and positive predictive value and sensitivity of the categorized food permit database across all store types in the database, as well as only the store types included in the SBT retail audit sample (which did not include traditional restaurants). The positive predictive value for all store types was 0.70, meaning that 70% (n=39) of the stores listed in the categorized food permit database were confirmed in the on-the-ground ground-truthing. The positive predictive value for only store types included in the SBT retail audit sample was slightly higher at 0.72, meaning that 72% of the stores listed in the database (n=28 true positives) were confirmed in ground-truthing. The categorized food permit database’s sensitivity was 0.54 for both all store types and SBT retail audit store types-only, meaning that the categorized food permit database successfully identified 54% of all stores present (n=72) in these three neighborhoods.

These low positive predictive values and sensitivities are the result of high numbers of false positives (n=17 stores that were in the database, but not physically there during ground-truthing) and false negatives (n=33 stores missing from the database, but physically there during ground-truthing). The false positives could be the result of stores closing or moving, while the false negatives could be the result of new stores opening. Data collectors asked all 33 false negative stores when they opened; 11 (33%) verified that they had opened since 2015. The remaining 22 (67%) stated that they had opened prior to 2015; it is unclear why these 22 stores were not listed in the categorized food permit database.

At the neighborhood level, the categorized food permit database was most accurate in the High Point neighborhood, correctly identifying 80% of all stores present (positive predictive value=1.00; sensitivity=0.80). In Haller Lake, the categorized food permit database correctly identified 56% of all stores present (positive predictive value=0.70; sensitivity=0.56), and in South Park the database correctly identified 39% of all stores present in the neighborhood (positive predictive value=0.50; sensitivity=0.39).

Table 2 stratifies by store type the number of true positives, false negatives, false positives, and positive predictive value and sensitivity of all stores in the categorized food permit database. The categorized food permit database has higher accuracy for grocery-type food stores, as compared to prepared foods (grocery-type food stores positive predictive value=0.83, sensitivity=0.71; prepared foods positive predictive value=0.68, sensitivity=0.51). This means that the database successfully identified 71% of all grocery-type food stores in the neighborhoods, and 51% of all prepared foods. The database only successfully identified 17% of all coffee shops in the neighborhoods (positive predictive value=0.25, sensitivity=0.17). These results may mean that analyses conducted using the categorized food permit database underestimate the availability of both healthy and unhealthy food stores in Seattle.

<b>Table 1. Accuracy of the 2015 categorized food permit database compared to an in-person on-the-ground assessment (“ground-truthing”) of all food establishments in three Seattle neighborhoods—Haller Lake, High Point, and South Park.<sup>1</sup></b>									
		<b>Public Health food establishment permit database, all store types categorized by the UW Urban Form Lab</b>				<b>Public Health food establishment permit database, only store types included in the SBT Evaluation Sample List</b>			
		<b>Neighborhood</b>				<b>Neighborhood</b>			
		<b>Overall</b>	<b>Haller Lake<sup>2</sup></b>	<b>High Point</b>	<b>South Park</b>	<b>Overall</b>	<b>Haller Lake<sup>2</sup></b>	<b>High Point</b>	<b>South Park</b>
<i>All stores in database</i>	<i>Number of stores in permit database, pre-ground-truthing</i>	<b>56</b>	<b>30</b>	<b>8</b>	<b>18</b>	<b>39</b>	<b>20</b>	<b>6</b>	<b>13</b>
True positives <sup>3</sup>	Stores on the list and confirmed during ground-truthing	<b>39</b>	22	8	9	<b>28</b>	16	6	6
False positives	Stores that are on the list, but not physically there during ground-truthing ( <i>e.g., stores that closed or moved</i> )	<b>17</b>	8	0	9	<b>11</b>	4	0	7
False negatives	Stores missing from the list, but physically there during ground-truthing ( <i>e.g., new stores identified</i> )	<b>33<sup>4</sup></b>	17	2	14	<b>24</b>	11	2	11
Positive predictive value	True positives / (true positives + false positives)	<b>0.70</b>	0.73	1.00	0.50	<b>0.72</b>	0.80	1.00	0.46
Sensitivity	True positives/ (true positives + false negatives)	<b>0.54</b>	0.56	0.80	0.39	<b>0.54</b>	0.59	0.75	0.35

<sup>1</sup>Food banks, farmers markets, and catering companies, as well as stores categorized as “closed” by the UW Urban Form Lab, were excluded from this analysis.

<sup>2</sup>One store was categorized as both a false positive and false negative. It was a false positive because it was not at the location listed on permit list; it was also coded as false negative because a store with this exact name from the permit list was found at a different address, within Haller Lake, than the permit list had specified.

<sup>3</sup>True positives include exact matches (exact name, address, and store type match), close matches (exact address and store type matches, but names that differ while suggesting the same store, *e.g., Haller Lake Food Shop and Haller Lake Market*), and lenient matches (exact address and store type matches, but store type names are different while suggesting the same products for sale, *e.g., South Seattle Market and M&J Mart*).

<sup>4</sup>Data collectors called all 33 of these stores to determine when they opened; 11 of these 33 stores confirmed that they had opened since 2016.

**Table 2. Accuracy of the 2015 categorized food permit database by store type in three Seattle neighborhoods—Haller Lake, High Point, and South Park.**

Store type	# of stores in permit database, pre-ground-truthing	True positives <sup>1</sup>	False positives <sup>2</sup>	False negatives <sup>3</sup>	Positive predictive value <sup>4</sup>	Sensitivity <sup>5</sup>
<b>Grocer-type food stores</b>	<b>18</b>	<b>15</b>	<b>3</b>	<b>6</b>	<b>0.83</b>	<b>0.71</b>
Supermarkets	2	0	2	0	0	N/A
Warehouse/superstore	1	1	0	0	1.00	1.00
Grocery stores	1	1	0	1	1	0.50
Small stores	13	12	1	5	0.92	0.71
Drug stores	1	1	0	0	1.00	1.00
<b>Prepared foods</b>	<b>34</b>	<b>23</b>	<b>11</b>	<b>22</b>	<b>0.68</b>	<b>0.51</b>
Fast food	5	5	0	0	1.00	1.00
Quick-service	12	7	5	12	0.58	0.37
Traditional restaurants	17	11	6	10	0.65	0.52
<b>Coffee</b>	<b>4</b>	<b>1</b>	<b>3</b>	<b>5</b>	<b>0.25</b>	<b>0.17</b>

<sup>1</sup>Stores on the list and confirmed during ground-truthing

<sup>2</sup>Stores that are on the list, but not physically there during ground-truthing (e.g., stores that closed or moved)

<sup>3</sup>Stores missing from the list, but physically there during ground-truthing (e.g., new stores identified)

<sup>4</sup>True positives / (true positives + false positives)

<sup>5</sup>True positives / (true positives + false negatives)

## APPENDIX D | DATA SOURCES OF UW CPHN SNAP-ELIGIBLE DATA

## APPENDIX D | DATA SOURCES OF UW CPHN SNAP-ELIGIBLE DATA

The table below summarized each of the three data sources pooled for the analysis of food insecurity among Seattle SNAP-eligible participants. Details about the methods for each survey comprising the data source are available from links to published report or peer reviewed journal articles provided in the “Citations” column. For the Seattle-specific analyses, the sample was predominately a convenience sample of SNAP-eligible adults accessing some type of service (e.g. healthcare, food bank, or Fresh Bucks nutrition incentive).

Data Source	Year/s	Language	Sample	Location	Data Source Purpose	Notes	Citations
Fresh Bucks/PICH Evaluation	2014, 2015, 2017	English, a few other languages but not consistently	This is a convenience sample of Fresh Bucks program participants.	Seattle/King County location determined by recruitment site (e.g., if they shopped at a Seattle vs. non-Seattle farmers market).	Fresh Bucks evaluation, funded by City of Seattle OSE in 2014 and PICH 2015-2017	Some individuals in these two datasets across years may be repeats. When recruiting and surveying at markets, a few individuals let us know they had done surveys with us in prior years.	Center for Public Health Nutrition. (2014). 2014 Fresh Bucks Evaluation. Seattle, WA. Retrieved from <a href="http://www.freshbuckseattle.org/wp-content/uploads/2016/07/2014-Fresh-Bucks-Evaluation-FullReportFINAL.pdf">http://www.freshbuckseattle.org/wp-content/uploads/2016/07/2014-Fresh-Bucks-Evaluation-FullReportFINAL.pdf</a>
HFAP/PICH Evaluation	2016	English & Spanish	This is a combination of (1) a convenience sample of Fresh Bucks, PICH Farm Stand, or PICH Good Food Bag program participants, and (2) a convenience sample of non-program	Seattle/King County location determined by zip code.	Healthy Food Access Programs evaluation, funded by PICH		Bradford, V., Quinn, E., Walkinshaw, L.P., Rocha, A., Chan, N., Saelens, B., & Johnson, D. (2018). Fruit and Vegetable Access Programs and Consumption in Low-Income Communities. <i>Journal of Hunger and Environmental Nutritio</i> . <a href="https://doi.org/10.1080/19320248.2018.1498819">https://doi.org/10.1080/19320248.2018.1498819</a>

Data Source	Year/s	Language	Sample	Location	Data Source Purpose	Notes	Citations
			participants, e.g., individuals recruited at community sites.				
SNAP-Ed Evaluation	2016	English & Spanish	This is a stratified random sample of SNAP recipients in Seattle and King County.	Seattle/King County location determined by zip code.	Washington State SNAP-Ed Farmers Market Access Evaluation, funded by WA DOH/USDA	These Seattle and King County data are a subset of a statewide sample.	<p>Walkinshaw, L. P., Quinn, E. L., Rocha, A., &amp; Johnson, D. B. (2018). An Evaluation of Washington State SNAP-Ed Farmers' Market Initiatives and SNAP Participant Behaviors. <i>Journal of Nutrition Education and Behavior</i>, 50(6), 536–546. <a href="https://doi.org/10.1016/j.jneb.2018.01.003">https://doi.org/10.1016/j.jneb.2018.01.003</a></p> <p>Ritter, G., Walkinshaw, L. P., Quinn, E. L., Ickes, S., &amp; Johnson, D. B. (2018). An Assessment of Perceived Barriers to Farmers' Market Access. <i>Journal of Nutrition Education and Behavior</i>. <a href="https://doi.org/10.1016/j.jneb.2018.07.020">https://doi.org/10.1016/j.jneb.2018.07.020</a></p>

**APPENDIX E | FOOD BANK NETWORK ANALYSIS APPENDIX ITEMS**

## APPENDIX E | FOOD BANK NETWORK ANALYSIS APPENDIX ITEMS

### ITEM 1 – FOOD BANK NETWORK LIST

Council District	Food Bank	Website
1	Paradise of Praise	<a href="http://www.paradiseofpraise.org/">http://www.paradiseofpraise.org/</a>
	West Seattle Food Bank	<a href="http://www.westseattlefoodbank.org/">http://www.westseattlefoodbank.org/</a>
	Providence Regina House	<a href="https://washington.providence.org/supportive-housing/regina-house/">https://washington.providence.org/supportive-housing/regina-house/</a>
	White Center Food Bank *Not technically in Seattle but assigned to D1 and included in survey data collection because serves many who live in Seattle.	<a href="https://www.whitecenterfoodbank.org/">https://www.whitecenterfoodbank.org/</a>
2	El Centro de la Raza	<a href="http://www.elcentrodelaraza.org/">http://www.elcentrodelaraza.org/</a>
	Rainier Valley Food Bank	<a href="http://www.rvfb.org/">http://www.rvfb.org/</a>
	St. Vincent de Paul	<a href="http://svdpseattle.org/">http://svdpseattle.org/</a>
	Asian Counseling & Referral Service	<a href="https://acrs.org/">https://acrs.org/</a>
3	Jewish Family Service	<a href="http://www.jfsseattle.org/">http://www.jfsseattle.org/</a>
	Byrd Barr Place	<a href="https://byrdbarrplace.org/">https://byrdbarrplace.org/</a>
	YWCA	<a href="https://www.ywcaworks.org/">https://www.ywcaworks.org/</a>
	The Food Bank at St. Mary's	<a href="https://www.thefbsm.org/">https://www.thefbsm.org/</a>
	Seattle Indian Center	<a href="http://seattleindian.org/">http://seattleindian.org/</a>
	Cherry Street Food Bank	<a href="http://www.northwestharvest.org/cherry-street-food-bank">http://www.northwestharvest.org/cherry-street-food-bank</a>
4	FamilyWorks	<a href="https://www.familyworksseattle.org/">https://www.familyworksseattle.org/</a>
	Blessed Sacrament	<a href="http://www.blessed-sacrament.org/outreach/">http://www.blessed-sacrament.org/outreach/</a>
	University District Food Bank	<a href="http://www.udistrictfoodbank.org/">http://www.udistrictfoodbank.org/</a>
5	North Helpline: Lake City	<a href="http://www.northhelpline.org/">http://www.northhelpline.org/</a>
	North Helpline: Bitter Lake	
	Epic Life Church - The Giving Room	<a href="http://epiclifechurch.org/">http://epiclifechurch.org/</a>
6	Bethany Community Church	<a href="http://www.churchbcc.org">http://www.churchbcc.org</a>
	Phinney Ridge Lutheran Church	<a href="http://prlc.org/">http://prlc.org/</a>
	Greenwood Food Bank	<a href="https://www.familyworksseattle.org/">https://www.familyworksseattle.org/</a>
	Ballard Food Bank	<a href="http://www.ballardfoodbank.org/">http://www.ballardfoodbank.org/</a>
7	Puget Sound Labor Agency	<a href="http://www.pugetsoundlaboragency.org/">http://www.pugetsoundlaboragency.org/</a>
	Immanuel Community Services	<a href="http://www.icsseattle.org/">http://www.icsseattle.org/</a>
	Pike Market Senior Center	<a href="http://www.pmfbo.org/">http://www.pmfbo.org/</a>
	Queen Anne Food Bank at Sacred Heart	<a href="https://www.qafb.org/">https://www.qafb.org/</a>
	The Salvation Army	<a href="https://northwest.salvationarmy.org/northwest_division/cure-hunger/">https://northwest.salvationarmy.org/northwest_division/cure-hunger/</a>
Excluded from map, gap analysis, and staffing averages	Chicken Soup Brigade *Excluded because food distribution occurs primarily through delivery and requires pre-determined eligibility based on income, residence, and health/ diagnoses.	<a href="http://www.lifelong.org/chicken-soup-brigade/">http://www.lifelong.org/chicken-soup-brigade/</a>
Excluded from Assessment	Highline Area Food Bank *Excluded because food distribution occurs outside of city limits.	<a href="https://highlineareafoodbank.org/">https://highlineareafoodbank.org/</a>
Excluded from Assessment	Spiritual Miracles Food Bank *Excluded because food distribution occurs outside of city limits.	
Excluded from Assessment	Filipino Community of Seattle *Excluded because food distribution is through a small operation and not member of SFC.	<a href="https://www.filcommsea.org/">https://www.filcommsea.org/</a>



Excluded from Assessment	Salvation Army White Center *Excluded because food distribution occurs outside of city limits and is restricted to White Center residents.	<a href="http://www.tsawhitecenter.org/">http://www.tsawhitecenter.org/</a>
--------------------------	---	---

## ITEM 2 - KEY INFORMANT INTERVIEW DEMOGRAPHIC SUMMARY

Position Title	Total # of years at food bank	Total # of years at a Seattle food bank	Race / Ethnicity	Gender
6 Executive Directors 6 Managers or Coordinators	.5 to 17 years (average of 6)	5 to 20 years (average of 9)	100% White / Caucasian (13 total)	55% female (7) 46% males (6)

## ITEM 3 - KEY INFORMANT TOPIC GUIDE

Introductions & Opener	
1.	<b>Can you state your name, your position title and how long you have been with _____ Food Bank?</b>
Food Bank Services and Clientele	
2.	<b>Great, and can you briefly describe the services and programs you offer?</b> <i>Prompt: Backpack programs, food delivery, other programs or services?</i>
3.	<b>Can you describe the population your food bank serves?</b> <i>Prompts: Demographic breakdown? Languages spoken? Immigrant / refugee status? Are there eligibility requirements? Do most clients live nearby? Housing status? Age? Family sizes?</i>
4.	<b>How has your service population changed over time? (At your individual food bank but also feel free to speak to the Seattle area at large.)</b> <i>Prompts: Have demographics changed? Language of clients? Number of clients or demand? How have their needs changed (food or non-food)? Family sizes?</i>
5.	<b>What do you see as being the strengths of what ___ food bank provides and how it provides it? What do you think the strengths are of the food bank network as a whole in Seattle?</b> <i>Prompts: What is going well?</i>
Food Bank Client Needs	
6.	<b>How easy do you think it is for current or potential clients to access your food bank? (This includes transportation, location, hours, language support services, outreach and awareness of food bank.)</b> <i>Prompts: What makes it easy or difficult?</i>  (Follow up: <b>Across Seattle, how easy do you think it is for people to access food banks? Are there areas more or less easy to access than others?</b> )
7.	<b>What do you think would make the food bank more accessible? (What about the food bank network?)</b>
8.	<b>For the frequency and quantity of food that is distributed by your food bank, how well are you able to meet your community's food security needs? (How well do you think the network is able to do this?)</b> <i>Prompts: What gets in the way? What makes it difficult? What would you need to better meet those needs?</i>

9.	<b>Now thinking about nutrition and dietary needs, how well do you think you are able to meet your community's nutritional needs? (How well do you think the network is able to do this?)</b> <i>Prompts: What gets in the way? What makes it difficult? What would you need to better meet those needs?</i>
10.	<b>From what you know about the demographics of your community, how well do you think you are able to meet your client's cultural identify and food preference needs? (How well do you think the network is able to do this?)</b> <i>Prompts: What gets in the way? What makes it difficult? What would you need to better meet those needs?</i>
11.	<b>How does your food bank stay aware of client's needs?</b> <i>Prompts: What type of data is collected and how frequently? How are those findings used?</i>
<b>Food Bank Needs</b>	
12.	<b>What is the biggest struggle for your food bank? (What would you say the biggest struggle is for the network as a whole?)</b> <i>Prompts: What are the areas where you feel your food bank could improve? What do you need to be able to do that? What are some things that are currently not funded at your food bank that you wish were?</i>
<b>Food Banks and Root Causes</b>	
13.	<b>Can you briefly describe your food bank's direct service strategy for helping people get to a place where they no longer need to rely on food banks for food, for example: case management, referrals to supportive services (housing, job training, etc.)?</b>  <i>Prompts:</i> <i>ASK if no strategies: Why not?</i>  <i>ASK if implementing strategies: How effective do you think these strategies are? Why or why not? What would make them more effective?</i>
14.	<b>Can you briefly describe your food bank's involvement in any policy efforts aimed at addressing root causes of hunger, such as housing, health care, wages, anti-poverty efforts?</b>  <i>Prompts:</i> <i>ASK if not engaged in policy efforts: Why not?</i>  <i>ASK If engaged in policy efforts:</i> <i>How successful do you think these policy efforts are? Why or why not? What would make them more successful?</i>
<b>Closing Question</b>	
15.	<b>How do food banks in Seattle currently collaborate?</b> <i>Prompts: What opportunities do you think there are to further these collaborations?</i>

#### ITEM 4 - FOCUS GROUP DISCUSSION DEMOGRAPHIC SUMMARY

Age	Frequency	Percentage (%)	Cum. (%)
29 and under	12	25.53	25.53
30-44	2	4.26	29.79
45-59	4	8.51	38.3
60-74	18	38.3	76.6
75+	11	23.4	100
<b>Total:</b>	<b>47</b>	<b>100</b>	

Household Size	Frequency	Percentage (%)	Cum. (%)
1 or 2	34	72.34	72.34
3 or more	13	27.66	100
<b>Total:</b>	<b>47</b>	<b>100</b>	

Number of children (<18 yrs) in household	Frequency	Percentage (%)	Cum. (%)
At least 1	8	17.02	17.02
Did not answer	3	6.38	23.4
No children	36	76.6	100
<b>Total:</b>	<b>47</b>	<b>100</b>	

HH Income: Receive Social Security Disability (SSI, SSDI)	Frequency	Percentage (%)	Cum. (%)
Did not answer	2	4.35	4.35
No	32	69.57	73.91
Yes	12	26.09	100
<b>Total:</b>	<b>46</b>	<b>100</b>	

HH Income: Full-time employment	Frequency	Percentage (%)	Cum. (%)
Did not answer	2	4.26	4.26
No	39	82.98	87.23
Yes	6	12.77	100
<b>Total:</b>	<b>47</b>	<b>100</b>	

HH Income: Part-time employment	Frequency	Percentage (%)	Cum. (%)
Did not answer	2	4.26	4.26
No	39	82.98	87.23
Yes	6	12.77	100
<b>Total:</b>	<b>47</b>	<b>100</b>	

HH Income: TANF	Frequency	Percentage (%)	Cum. (%)
Did not answer	2	4.26	4.26
No	39	82.98	87.23
Yes	6	12.77	100
<b>Total:</b>	<b>47</b>	<b>100</b>	

HH Income: Unemployment	Frequency	Percentage (%)	Cum. (%)
Did not answer	2	4.26	4.26
No	42	89.36	93.62
Yes	3	6.38	100
<b>Total:</b>	<b>47</b>	<b>100</b>	

HH Income: Child Support	Frequency	Percentage (%)	Cum. (%)
Did not answer	2	4.26	4.26
No	45	95.74	100
<b>Total:</b>	<b>47</b>	<b>100</b>	

<b>HH Income: General Assistance (GAU)</b>	<b>Frequency</b>	<b>Percentage (%)</b>	<b>Cum. (%)</b>
Did not answer	2	4.26	4.26
No	42	89.36	93.62
Yes	3	6.38	100
<b>Total:</b>	<b>47</b>	<b>100</b>	

<b>HH Income: Veterans Pension / Disability</b>	<b>Frequency</b>	<b>Percentage (%)</b>	<b>Cum. (%)</b>
Did not answer	2	4.26	4.26
No	45	95.74	100
<b>Total:</b>	<b>47</b>	<b>100</b>	

<b>HH Income: Social Security Disability (SSI, SSDI)</b>	<b>Frequency</b>	<b>Percentage (%)</b>	<b>Cum. (%)</b>
Did not answer	2	4.26	4.26
No	37	78.72	82.98
Yes	8	17.02	100
<b>Total:</b>	<b>47</b>	<b>100</b>	

<b>HH Income: None</b>	<b>Frequency</b>	<b>Percentage (%)</b>	<b>Cum. (%)</b>
Did not answer	2	4.26	4.26
No	31	65.96	70.21
Yes	14	29.79	100
<b>Total:</b>	<b>47</b>	<b>100</b>	

<b>Housing: Own</b>	<b>Frequency</b>	<b>Percentage (%)</b>	<b>Cum. (%)</b>
Did not answer	1	2.13	2.13
No	40	85.11	87.23
Yes	6	12.77	100
<b>Total:</b>	<b>47</b>	<b>100</b>	

<b>Housing: Rent, Subsidized (SHA, LIHI)</b>	<b>Frequency</b>	<b>Percentage (%)</b>	<b>Cum. (%)</b>
Did not answer	1	2.13	2.13
No	24	51.06	53.19
Yes	22	46.81	100
<b>Total:</b>	<b>47</b>	<b>100</b>	

<b>Housing: Rent, Unsubsidized</b>	<b>Frequency</b>	<b>Percentage (%)</b>	<b>Cum. (%)</b>
Did not answer	1	2.13	2.13
No	40	85.11	87.23
Yes	6	12.77	100
<b>Total:</b>	<b>47</b>	<b>100</b>	

<b>Housing: Senior housing</b>	<b>Frequency</b>	<b>Percentage (%)</b>	<b>Cum. (%)</b>
Did not answer	1	2.13	2.13

No	42	89.36	91.49
Yes	4	8.51	100
<b>Total:</b>	<b>47</b>	<b>100</b>	

<b>Housing: Homeless</b>	<b>Frequency</b>	<b>Percentage (%)</b>	<b>Cum. (%)</b>
Did not answer	1	2.13	2.13
No	35	74.47	76.6
Yes	11	23.4	100
<b>Total:</b>	<b>47</b>	<b>100</b>	

<b>If Homeless: Shelter</b>	<b>Frequency</b>	<b>Percentage (%)</b>	<b>Cum. (%)</b>
Did not answer	1	2.13	2.13
No	40	85.11	87.23
Yes	6	12.77	100
<b>Total:</b>	<b>47</b>	<b>100</b>	

<b>If Homeless: Encampment</b>	<b>Frequency</b>	<b>Percentage (%)</b>	<b>Cum. (%)</b>
Did not answer	1	2.13	2.13
No	44	93.62	95.74
Yes	2	4.26	100
<b>Total:</b>	<b>47</b>	<b>100</b>	

<b>If Homeless: Vehicle</b>	<b>Frequency</b>	<b>Percentage (%)</b>	<b>Cum. (%)</b>
Did not answer	1	2.13	2.13
No	45	95.74	97.87
Yes	1	2.13	100
<b>Total:</b>	<b>47</b>	<b>100</b>	

<b>Receive basic food (SNAP / Food stamps)</b>	<b>Frequency</b>	<b>Percentage (%)</b>	<b>Cum. (%)</b>
Did not answer	2	4.26	4.26
No	12	25.53	29.79
Yes	33	70.21	100
<b>Total:</b>	<b>47</b>	<b>100</b>	

<b>Race / Ethnicity</b>	<b>Frequency</b>	<b>Percentage (%)</b>	<b>Cum. (%)</b>
AIAN	2	4.26	4.26
Asian or Asian American	20	42.55	46.81
Black	4	8.51	55.32
Did not answer	1	2.13	57.45
Hispanic	9	19.15	76.6
Other	2	4.26	80.85
White	9	19.15	100
<b>Total:</b>	<b>47</b>	<b>100</b>	

<b>Gender Identity</b>	<b>Frequency</b>	<b>Percentage (%)</b>	<b>Cum. (%)</b>
Did not answer	2	4.26	4.26
Female	20	42.55	46.81
Male	23	48.94	95.74
Non-binary	2	4.26	100

<b>Total:</b>	<b>47</b>	<b>100</b>
---------------	-----------	------------

Variable	Obs	Mean	SD	Min	Median	Max
Age	47	55.787	21.768	20.000	63.000	88.000
Household size	45	2.511	2.312	0.000	2.000	11.000
Children in household	44	0.455	1.109	0.000	0.000	4.000
Number years going to food bank	44	5.105	5.998	0.200	3.000	28.000

### ITEM 5 - FOCUS GROUP DEMOGRAPHIC SLIP AND INTERVIEW GUIDE

Below are some questions we would like to know! Filling it out is optional, so you don't have to answer any questions if you don't want to. These are also anonymous, so don't write your name on this form. If you would like to fill it out in private or need help filling out the form feel free to ask.

**Thank you!**

<p>1. How old are you? _____ (years)</p>
<p>2. How many people are in your household? _____</p>
<p>3. How many children are in your household? (Under 18 years old) _____</p>
<p>4. What is your housing situation?</p> <p><input type="checkbox"/> Rent, Subsidized (examples: SHA, LIHI)</p> <p><input type="checkbox"/> Rent, Unsubsidized</p> <p><input type="checkbox"/> Own</p> <p><input type="checkbox"/> Currently Homeless</p> <p style="padding-left: 40px;"><i>If currently homeless, where have you most recently been staying?</i></p> <p><input type="checkbox"/> Encampment</p> <p><input type="checkbox"/> On the Street</p> <p><input type="checkbox"/> Shelter</p> <p><input type="checkbox"/> Vehicle/RV/Boat</p> <p><input type="checkbox"/> With Friends or Family</p> <p><input type="checkbox"/> Other: _____</p>
<p>5. What sources of income does your household have? (Check all that apply)</p> <p><input type="checkbox"/> Full-time employment</p> <p><input type="checkbox"/> Part-time employment</p> <p><input type="checkbox"/> TANF</p>

- Unemployment
- Child Support
- No Income
- Social Security Disability (SSI, SSDI)
- Veterans Pension / Disability
- Social Security Retirement
- General Assistance (GAU)
- Other : \_\_\_\_\_

6. Does your household receive Basic Food (SNAP, Food Stamps)?

- Yes
- No

7. How do you describe yourself? Select all that apply.

- American Indian or Alaska Native
- Asian or Asian American
- Black or African-American
- Hispanic or Latino / Latina
- Native Hawaiian or other Pacific Islander
- White or Caucasian
- Other: \_\_\_\_\_

8. What zip code do you live in? \_\_\_\_\_ (If you aren't sure, list the city)

9. Which language is usually spoken at home? \_\_\_\_\_

10. Do you currently identify as....?

- Female
- Male
- Non-binary
- Other: \_\_\_\_\_

11. How long have you been coming to this food bank? \_\_\_\_\_

#### ITEM 6 - FOCUS GROUP DISCUSSION TOPIC GUIDE

### Food Bank Services Utilized

(Asked in one-on-one setting.)

Individual 1.	What types of programs do you currently use that help you get food?	599
---------------	---	-----

	<p><i>Prompts: List examples of programs available. Backpack programs, summer lunch, food pantry, food delivery, SNAP, TANF, WIC, FMNP, Fresh Bucks, summer meals, or other resources.</i></p> <p>If multiple are available:  <b>Which of those programs have worked the best for you?</b>  <i>Prompts: How so?</i></p>
Individual 2.	<p><b>How has your need for help getting food changed over time?</b>  <i>Prompts: Has it become greater or less? Why has it changed in that way?</i></p>
Individual 3.	<p><b>How long does a typical food box or bag from a visit to ___ food bank last?</b>  <i>Prompts: Do you eat most of it, half or less than half?</i></p>

## Group Introductions & Opener

(Asked in group setting.)

**Let's go around the room and share how long you've lived in the area, and your favorite food.**


## Impressions of Food Bank Experience

Group 1.	<p>I'm going to ask you some questions now that are just about your experiences with the food bank here.</p> <p><b>What are some things that you like about _____ food bank?</b>  <i>Prompt: What are some of the best things?</i></p>
Group 2.	<p><b>What are some things you don't like or would want to change about the food bank here?</b>  <i>Prompt: What makes you say that? Why would you like to change that?</i></p>
Group 3.	<p><b>When you come to the food bank do you feel like you can get everything you need in terms of food?</b>  <i>Prompts: Why or why not? What is missing? Is the amount enough? Are the types of foods that you need or want available? Do you ever need to supplement with other meal programs (like a local church or soup kitchen)?</i></p>
Group 4.	<p><b>I want everyone to think about your most positive experiences coming here to get food. What made it go so well?</b>  <i>Prompts: Was it the interactions you had, the types of food available, other services you got help with, how easy the process was? What makes you say that? What made it [positive] for you?</i></p>
Group 5.	<p><b>Now I want you think about your most frustrating or negative experiences coming here to get food. What make it frustrating?</b>  <i>Prompts: Was it the interactions you had, the types of food available, other services you got help with, how easy the process was? What makes you say that? What made it [a negative experiences] for you?</i></p>

## Food Bank Client Needs

Group 6.	<p><b>What would make it easier to get the food you need from this food bank specifically?</b></p>
Group 7.	<p><b>Now thinking outside of just this food bank, what do you need for you to get the food you need?</b></p>



	<i>Prompt: What do you think would need to change?</i>
Group 8.	<p><b>How do you feel about the options of food that are available at this food bank?</b></p> <p><i>Prompts: How would you change the type of food options you get here? Can you receive or pick nutritious / healthy options? Can you pick items that you prefer to cook with?</i></p>
Group 9.	<p><b>Besides the food this food bank offers, how do you feel about other services or programs they have here?</b></p> <p><i>Prompts: Do they connect people to other resources? Anything missing that you'd like to see?</i></p>
<b>Ease of Access</b>	
Group 10.	<p><b>How easy is it to get to this _____ Food Bank for you?</b></p> <p><i>Prompts: Is there good public transportation / parking? How easy is it to get here during the scheduled hours? How would you change the schedule and hours? How could this be made better?</i></p>
<b>Impact</b>	
Group 11.	<p><b>What kind of impact does this food bank have on you or others in the community?</b></p> <p><i>Prompts: Let's imagine that this food bank were to close for three months for building renovations, how would that impact those that use this food bank?</i></p> <p><b>[SAY: And I want to make sure I say right away, that there are <u>no plans</u> for this food bank to close.]</b></p> <p><i>What would people do to fill that gap? Are there other food banks close by that people would be able to go to?</i></p>
<b>Closing Question</b>	
Group 12.	<p><b>Are there any things that I missed or didn't ask about that you'd like to share now? Or anything you thought of and didn't get a chance to share?</b> </p> <p><b>Thank you so much for your time.</b></p> <p>[Remind when results will be shared, distribute gift cards.]</p>

**ITEM 7 - SEATTLE FOOD BANK NETWORK SURVEY**

# Seattle Food Bank Network Survey

Public Health-Seattle King County is conducting a Food Bank Network Assessment, as a part of the Sweetened Beverage Tax Evaluation that is funded by the City Ordinance 125324. The goal of the Food Bank Network Assessment is to improve equitable access to quality food through our food bank network. Information provided through this survey will be key to understanding food bank network capacity. Participation is voluntary.

---

1. Name of food bank:

---

2. Contact name: (For any follow up questions and to share results)

---

3. Contact email:

---

4. Physical address of food bank:

---

5. Year that agency was founded in Seattle:

---

6. Year agency began providing food assistance in Seattle:

---

7. Which of the following best describes your food bank?

- Stand-alone food bank (exclusively intended for food distribution)
- Stand-alone food bank (exclusively intended for food distribution but share space with other service agency/ies)
- Operated by multi-service agency
- Operated by place of worship (church, synagogue, mosque, etc.)
- Operated by health center
- Other

8. What on-site distribution model does your food bank utilize primarily?

This is only for non-prepared food that you distribute ON-SITE from the address you provided.

- CLIENT CHOICE [Standard design]: Members progress through a specific line or order to select a set number of items by food category
- CLIENT CHOICE [Grocery store design]: Space is designed to resemble grocery store; members typically walk through the food bank more freely than client choice to select a set number of items by food category
- PRE-PACKED: Members pick up boxes or bags of food items already selected, ready for pickup
- OTHER: Please describe in next field

Please specify:

---

9. Do you distribute food (prepared and/or non-prepared) to or from locations other than the address you provided?

- Yes
- No

How do you distribute food to or from off-site locations?

Select all that apply.

- Mobile pop-up distribution (i.e. in a parking lot, apartment building, etc.)
- Satellite location(s) (fixed locations where your food bank operates)
- Another agency (you provide food for their distribution but your food bank staff is not operating this distribution)
- Home delivery (prepared, packaged, to-go meals)
- Home delivery (bags of mostly non-prepared food)
- Other (please specify in next field)
- None

Please specify:

---

10. What additional food-related services or programs does your food bank provide?

Select all that apply.

- Backpack program
- Prepared, packaged, to-go meals (i.e. sack lunches)
- Prepared, served, sit-down meals
- Special options for those with limited / no cooking options i.e. (non-perishables or no-cook bags)
- Store food for other programs (non-prepared or prepared)
- Commercial kitchen (commercial-grade facility, licensed for the safe preparation of food)
- Onsite garden (that provides produce for members)
- Summer meals program
- Other (please specify in next field)
- None

---

Please specify:

---

---

11. On average, how many prepared, served, sit-down meals (perishable) do you provide per month?

This includes Summer Meals program.  
Please provide your best estimate.

---

---

12. On average, how many prepared, packaged, to-go meals (perishable) do you distribute per month?

Please provide your best estimate.

---

---

13. What has been particularly SUCCESSFUL about your food distribution models and delivery systems (on and off-site)?

---

---

14. What has been particularly CHALLENGING or needs to change about your food distribution models and delivery systems (on and off-site)?

---

---

15. Do you currently provide any on-site nutrition education or resources at your food bank?

Select all that apply.

- Visible nutrition education posters
- Recipe handouts
- Offering samples with recipe
- Cooking classes / demos by your staff (or volunteers, students, community members)
- Cooking Classes / demos through another organization (WSU Extension, Solid Ground, etc.)
- On-site Nutritionist or Registered Dietitian (who provides counseling and education to members)
- Other (please specify in next field)
- None

---

What "Other" on-site nutrition education or resources do you provide?

List below.

---

---

Which organizations do you partner with to provide cooking classes / demos?

List below.

---

On average, how many hours per week is a Nutritionist or Registered Dietitian available to members onsite?

---

16. Do you currently provide DIRECT DELIVERY of any of these additional services or resources at your food bank?

Select all that apply.

- Case management
- Community Connector
- Healthcare services
- Job support (training / job skills / resume)
- GED / Post-secondary education program
- Utilities assistance
- Housing programs
- Rental assistance / diversion services (to prevent loss of housing)
- Childcare
- Free mailbox services
- Hygiene kits
- Transportation assistance (ORCA LIFT, regional reduced fare, VLRf, etc)
- Clothing bank
- Infant / toddler supplies (formula, diapers, etc)
- Pet food and /or pet supplies
- Other (please specify in next field)
- None

---

Please specify:

---

17. Do you currently provide assistance with ENROLLMENT (applications / sign-up) for any of these additional services at your food bank?

Select all that apply.

- Other food programs (SNAP, Fresh Bucks, etc.)
- WIC
- Health insurance
- Job support programs (training / job skills / resume)
- GED / Post-secondary education programs
- Utilities assistance programs
- Housing programs
- Rental assistance / diversion services (to prevent loss of housing)
- Childcare assistance services
- Free mailbox services
- Transportation assistance programs (ORCA LIFT, regional reduced fare, VLRf, etc)
- Other (please specify in next field)
- None

---

Please specify:

---

18. Do you currently provide any INFORMATION or REFERRALS to any of these additional services at your food bank?

Select all that apply.

- Other food banks or pantries
- Other food programs (SNAP, Fresh Bucks, etc.)
- Other meal programs
- WIC
- Healthcare services
- Health Insurance
- Job support programs (training / job skills / resume)
- GED / Post-secondary education program
- Utilities assistance
- Housing programs
- Rental assistance / diversion services (to prevent loss of housing)
- Childcare assistance services
- Free mailbox services
- Hygiene kits
- Transportation assistance (ORCA LIFT, regional reduced fare, VLR, etc)
- Clothing bank
- Infant / toddler supplies (formula, diapers, etc.)
- Other (please specify in next field.)
- None

---

Please specify:

---

19. What has been particularly SUCCESSFUL about your on-site resources (services, programs, enrollment and referrals)?

This does NOT include direct food distribution or delivery.

---

20. What has been particularly CHALLENGING or needs to change about your on-site resources (services, programs, enrollment and referrals)?

This does NOT include direct food distribution or delivery.

---

21. Any additional comments or concerns you would like us to know about the services your food bank provides?

Please share in the space below.

---

## SECTION 2: Service Population

**In this section you will be asked about the people you serve.**

**Please provide your best estimates.**

22. What is the estimated total number of UNDUPLICATED households (unique households) that utilize your food bank each month?

---

23. What is the estimated total number of DUPLICATED households that utilize your food bank each month?

---

24. What is the estimated total number of UNDUPLICATED individuals (unique members) that utilize your food bank each month?

---

25. What is the estimated total number of DUPLICATED individuals that utilize your food bank each month?

---

26. Compared to one year ago, how would you say the number of unduplicated individuals and households utilizing your food bank has changed?

- Increased
  - Decreased
  - Stayed the same
- 

What do you think drove or contributed to that change?

---

27. Compared to one year ago, how would you say the number of duplicated individuals and households utilizing your food bank has changed?

- Increased
  - Decreased
  - Stayed the same
- 

What do you think drove or contributed to that change?

---

28. Does your food bank collect and report race / ethnicity information on your service population?

IF YES: Provide the percentage that identify by each of the categories that appear below.

- Yes
  - No
- 

Percent that identify as BLACK:

---

Percent that identify as WHITE:

---

Percent that identify as NATIVE HAWAIIAN / PACIFIC ISLANDER:

---

Percent that identify as AMERICAN INDIAN / ALASKAN NATIVE:

---

Percent that identify as HISPANIC:

---

Percent that identify as ASIAN:

---

---

Percent that identify as MULTIPLE RACE / ETHNICITY:

---

Percent that identify as OTHER / UNKNOWN:

---

**29. Using your best estimate, indicate what percentage of service population this past year is represented by each of the following:**

**Note these are not mutually exclusive, so they mostly likely will NOT add up to 100%.**

	Notknown	0%	1-4%	5-24%	25-49%	50-74%	75-100%
Veterans or active duty military	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Homeless or housing insecure <input type="radio"/> (i.e. sleeping outside, car, shelter or with friends)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Families with children	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Disabled	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Seniors (Over 55)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Limited or non-English speaking <input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

---

30. If your food bank serves individuals whose primary language is not English, please select the TOP FIVE most common.

- Amharic
- Arabic
- Cantonese
- Cambodian / Khmer
- Korean
- Laotian
- Mandarin
- Oromo
- Russian
- Spanish
- Somali
- Thai
- Tagalog
- Tigrinya / Tigrigna
- Vietnamese
- Other (please specify in next field)
- None

---

Please specify:

---

---

31. Any additional comments or concerns you would like us to know about the characteristics or demographics of your food bank service population?

Please share in the space below.

32. What is the estimated annual operating budget for your food bank?

Does NOT include other services or programs in your agency.

\_\_\_\_\_

33. Compared to one year ago, how has the total funding for your food bank changed?

This only refers to revenue / funds and does NOT include in-kind donations / food.

- Increased
- Decreased
- Stayed the same

What contributed to this change in funding?

(i.e. grant ended, got new funding from\_\_\_\_\_, etc.)

\_\_\_\_\_

**34. Please identify the percent of your funding that comes from each of these sources.**

**This only refers to revenue / funds and does NOT include in-kind donations / food.**

**The total selected should be approximately 100%.**

	0%	1-9%	≥10%	≥20%	≥30%	≥40%	≥50%	≥60%	≥70%	≥80%
Private grants (e.g. foundations)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
United Way of King County	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Individual Donations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Corporate Donations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
City of Seattle	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Federal / state grants	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Special fundraising events	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other(s) (please specify in next field)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Please specify:

\_\_\_\_\_



**35. How often does your food bank face the following funding challenges?**

**Select all that apply.**

Never

Occasionally

Frequently

Difficulty securing predictable, long term funding,

Difficulty finding funding opportunities to apply for

Difficulty finding time and resources to fill out grant applications

Difficulty managing fundraising activities and events

Difficulty finding funding for operational expenses (not food)

Difficulty finding funding sources that would allow us to purchase food

Difficulty maintaining diversified funding streams

Other (please specify in next field.)

Please specify:

\_\_\_\_\_

36. On average, how many paid, full-time staff members (including Americorps) are employed at your food bank whose primary time is dedicated to food bank related activities?

"Full-time" defined as  $\geq 30$  hours per week.

"Primary time" defined as over 50%.

"Food bank related activities" includes working in leadership / management, direct distribution, kitchen, delivery / driving, warehouse, procurement, outreach, advocacy, fundraising, development, etc.

\_\_\_\_\_

37. On average, how many paid, part-time staff members (including Americorps) are employed at your food bank whose primary time is dedicated to food bank related activities?

"Part-time" defined as  $< 30$  hours per week.

\_\_\_\_\_

38. Would you like to increase staffing capacity at your food bank? (If you had the necessary resources: space, funds, staff to train and supervise.)

Yes

No

---

Complete this statement by selecting your TOP PRIORITY.

- Are committed for a longer period of time
- Can provide more hours per week
- Can provide specific tasks, positions or expertise (please specify in next field)
- Other (please specify in next field)

---

Please list the positions or expertise you would like to hire and describe how this would help you.

---

Please specify:

---

---

39. On average, how many volunteers support your food bank related activities each week?

---

---

40. On average, how many total volunteer hours are provided at your food bank each week?

---

---

41. Would you like to increase volunteer capacity at your food bank? (If you had the necessary resources: space, funds, staff to train and supervise.)

- Yes
- No

---

Complete this statement by selecting your TOP PRIORITY.

- Are committed for a longer period of time
- Can provide more hours per week
- Can provide specific tasks, positions or expertise (please specify in next field)
- Other (please specify in next field)

---

Please list the positions or expertise you would like to find in your volunteers and describe how these would help you.

---

Please specify:

---

**42. When picking up food or distributing food, what transportation do you most frequently use?**

**Please rank your TOP THREE.**

Most frequent

2nd most frequent

3rd most frequent

Donor delivery

Third party delivery (e.g. Food Lifeline, Operation Sack Lunch, NW Harvest, Solid Ground)

Staff use their own vehicle

Staff use a rented or agency vehicle

Staff use a shared vehicle (with other agency or food bank)

Volunteers use their own vehicle

Volunteers use a rented or agency vehicle

Volunteers use a shared vehicle (with other agency or food bank)

---

43. What is the estimated square footage of your food bank's operation space?

This includes storage, processing / sorting, cooking, office, bathroom and distribution space.

---

**44. Please identify the number of refrigeration units you have from the types listed below.**

	0	1	2	3	4	5	6	7+
Household (domestic) refrigerator Typically freezer combo.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Commercial reach-in refrigerator	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Commercial walk-in refrigerator	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Commercial open-air refrigerator	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**45. Please identify the number of freezer units you have from the types listed below.**

**If any are refrigerator combos, please include them again here, even if reflected on previous answers.**

0            1            2            3            4            5            6            7+

Household (domestic) freezer  
Typically refrigerator combo.

Commercial reach-in freezer

Commercial walk-in freezer

Household (domestic) chest freezer

Commercial chest Freezer

**46. On average, how many bags or boxes of food does your food bank distribute per month?**

Does NOT include prepared meals (i.e. sack lunches or meal programs).  
Please provide your best estimate.

\_\_\_\_\_

**47. On average, how many pounds of food does your food bank distribute per month?**

Does NOT include prepared meals (i.e. sack lunches or meal programs).  
Please provide your best estimate.

\_\_\_\_\_

**48. Where does your food come from?**

**Please identify the percentage (poundage) of your food that comes from each of these sources, based on a typical year.**

**The total selected should be approximately 100%.**

0%    1-9%    ≥10%    ≥20%    ≥30%    ≥40%    ≥50%    ≥60%    ≥70%    ≥80%

Northwest Harvest (donated)

Northwest Harvest (purchased,  
SmartBuys)

TEFAP / EFAP

Food Lifeline (donated and/or grocery rescue

Food Lifeline (purchased and/or Bulk buy)

Miscellaneous grocery rescue &  
gleaning (NOT including Food  
Lifeline)

Community donations / Food  
Drives / Events

P-Patches and farmers markets

Direct purchasing

Other(s) (please specify in next field)

Please specify:

**49. In general, what percent (poundage) of these foods categories are being distributed?**

**Does NOT include prepared meals (i.e. sack lunches or meal programs).**

**The total selected should be approximately 100%.**

	0%	1-4%	≥5%	≥10%	≥15%	≥20%	≥25%	≥30%	≥35%	≥40%
Fresh fruits & vegetables	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other fruits & vegetables (canned or frozen)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Canned soups (stews, chili, etc.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Meat, poultry, seafood (frozen, canned, fresh, processed)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other protein (tofu, beans, nuts, nut butter)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Dairy (milk, yogurt, cheese, etc.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Eggs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Grains & pastas	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Bakery items (pastries, bread)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Processed items & snacks (chips, crackers, granola bars, cereal, etc.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Soda & sugary drinks	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Pre-made and deli items	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other (miscellaneous)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**50. How would you like to change the amount you are distributing of the following categories?**

	Start distributing	Increase	Decrease	Stay the same
FRESH fruits & vegetables	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
FROZEN fruits & vegetables	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
CANNED fruits & vegetables	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Canned soups (stews, chili, etc.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Meat, poultry, seafood (frozen, canned, fresh, processed)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Tofu and other meat-alternatives	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Dried & canned beans	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Nuts & nut butters	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Dairy (milk, yogurt, cheese, etc.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Eggs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Grains & pastas	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Whole grain breads (includes: loaves, buns, tortillas, pita, naan, etc.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Non-whole grain breads <input type="radio"/> (includes: same as above)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Baked pastry / dessert items	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Processed items & snacks (chips, <input type="radio"/> crackers, granola bars, cereal, etc.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Soda & sugary drinks	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Dried spices	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Oils, dressings, sauces, condiments	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Pre-made and deli items	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Baby food / formula	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Pet food	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Prepared meals (i.e. sack lunches and meal programs)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other(s) (please specify in next field)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Please specify:

51. Which categories or specific items are most requested or desired by members?

---

52. Of all the food you receive, on average, what percent do you throw out or compost because it is (or becomes) unfit for consumption?

Provide your best estimate.  
Do NOT include food offered but that you decline.

---

**53. What are the most common causes for why food you receive needs to be thrown out or composted?**

**Rank your TOP THREE.**

Most common

2nd most common

3rd most common

Food arrived unsafe to consume from the source (already was spoiled, dented, past expiration, etc.)

Food arrived unsafe to consume because we lacked transport capacity to pick up when fresh (vehicles / drivers)

Food arrived safe to consume but spoiled because we lacked sorting capacity (e.g. staff or staff time)

Food arrived safe to consume but spoiled because we lacked refrigeration or freezer space

Food arrived safe to consume but spoiled because we lacked the schedule and hours to redistribute in time

Food arrived safe to consume but spoiled because it was not a popular item and wasn't selected

Other (please specify in next field)

---

Please specify:

---

---

54. Based on the amount of food provided on a typical distribution day, how many DAYS do you estimate one visit to last an individual?

Does NOT include prepared meals (i.e. sack lunches or meal programs).

---

55. What percentage of your members do you estimate also visit other food banks?

- 0%
- 1-4%
- 5-24%
- 25-49%
- 50-74%
- 75-100%
- Don't know

---

What is this estimate based on? (i.e. anecdotal, data tracking, etc.)

---

56. What is your food bank's approach to members accessing other food banks?

---

57. Would you be interested in expanding your food distribution if you had the necessary food and operational resources?

(This could mean an increase in the AMOUNT OF FOOD distributed and/or increase the NUMBER OF INDIVIDUALS served.)

- Yes
- Yes, if we had \_\_\_\_\_ (please select from next field)
- No

---

Please specify:

Select all that apply.

- More space (to store, sort, distribute food)
- More refrigeration capacity
- More freezer capacity
- More shelves / racks for food storage
- More staffing / volunteers (to store, sort, distribute food)
- More funds to purchase more food
- More funds to pay for necessary operational costs
- More capacity for additional distribution hours
- More drivers to make the deliveries or pickups
- More vehicles to make the delivery or pickups
- More food donations to do so
- Other (please specify in next field)

---

Please specify:

---



---

You indicated that you would expand your food distribution if you had more food donations.

Would you be interested in receiving more donations from any of the following?

Select all that apply.

- Restaurants
- Grocers or food distributors
- Donations (food drives)
- Other (please specify in next field)

---

Please specify:

\_\_\_\_\_

---

58. Indicate your level of agreement with this statement:

- Strongly agree
- Agree
- Slightly agree
- Slightly disagree
- Disagree
- Strongly Disagree

---

59. Indicate your level of agreement with this statement:

- Strongly agree
- Agree
- Slightly agree
- Slightly disagree
- Disagree
- Strongly Disagree

---

60. Within the last year, has your food bank had to make any of the following adjustments due to resource constraints?

Select all that apply.

- Reduce the selection of certain foods / variety available
- Reduce the amount of food given
- Reduce hours of operation
- Reduce staff or hours
- Prioritize who to serve
- Turn people away
- Other (please specify in next field)
- None

---

Please specify:

\_\_\_\_\_

---

61. Any additional comments or concerns you would like us to know about the sufficiency of the resources your food bank has to operate?

Please share in the space below.

62. Please note any requirements your food bank has for new members at their initial screening /sign-up?

Check all that apply.

This does NOT include separate home delivery requirements.

- Require I.D.
- Require proof of address
- Require proof of income
- Other (please specify in next field)
- No requirements

Please specify:

\_\_\_\_\_

63. Do you have a designated service area (defined by zip codes) for your food bank?

- Yes and we turn people away / refer them if not in our service area
- Yes but we only restrict access to federally funded foods if individual is outside service area
- Yes but we do not turn people away
- No we do not have a specific service area

64. How often does your food bank staff typically have to turn people away for ANYreason?

- Never
- Rarely
- Occasionally
- Regularly
- Frequently

When your food bank has to turn people away, what is the most common reason?

- Did not have required material
- Closed for holidays
- Not a distribution day
- Ran out of food
- Not TEFAP eligible
- Outside zip code requirements
- Other (please specify in next field)

Please specify:

\_\_\_\_\_

65. What zip codes are being served by your food bank?

- |                                |                                |                                |                                |  |                                |                                |                                |
|--------------------------------|--------------------------------|--------------------------------|--------------------------------|--|--------------------------------|--------------------------------|--------------------------------|
| <input type="checkbox"/> 98101 | <input type="checkbox"/> 98102 | <input type="checkbox"/> 98103 | <input type="checkbox"/> 98104 | <input type="checkbox"/> 98105                                 | <input type="checkbox"/> 98106 | <input type="checkbox"/> 98107 | <input type="checkbox"/> 98108 |
| <input type="checkbox"/> 98109 | <input type="checkbox"/> 98110 | <input type="checkbox"/> 98111 | <input type="checkbox"/> 98112 | <input type="checkbox"/> 98113                                 | <input type="checkbox"/> 98114 | <input type="checkbox"/> 98115 | <input type="checkbox"/> 98116 |
| <input type="checkbox"/> 98117 | <input type="checkbox"/> 98118 | <input type="checkbox"/> 98119 | <input type="checkbox"/> 98121 | <input type="checkbox"/> 98122                                 | <input type="checkbox"/> 98124 | <input type="checkbox"/> 98125 | <input type="checkbox"/> 98126 |
| <input type="checkbox"/> 98127 | <input type="checkbox"/> 98129 | <input type="checkbox"/> 98131 | <input type="checkbox"/> 98133 | <input type="checkbox"/> 98134                                 | <input type="checkbox"/> 98136 | <input type="checkbox"/> 98138 | <input type="checkbox"/> 98139 |
| <input type="checkbox"/> 98141 | <input type="checkbox"/> 98144 | <input type="checkbox"/> 98145 | <input type="checkbox"/> 98146 | <input type="checkbox"/> 98148                                 | <input type="checkbox"/> 98154 | <input type="checkbox"/> 98155 | <input type="checkbox"/> 98158 |
| <input type="checkbox"/> 98160 | <input type="checkbox"/> 98161 | <input type="checkbox"/> 98164 | <input type="checkbox"/> 98165 | <input type="checkbox"/> 98166                                 | <input type="checkbox"/> 98168 | <input type="checkbox"/> 98170 | <input type="checkbox"/> 98174 |
| <input type="checkbox"/> 98175 | <input type="checkbox"/> 98177 | <input type="checkbox"/> 98178 | <input type="checkbox"/> 98181 | <input type="checkbox"/> 98185                                 | <input type="checkbox"/> 98188 | <input type="checkbox"/> 98190 | <input type="checkbox"/> 98191 |
| <input type="checkbox"/> 98194 | <input type="checkbox"/> 98195 | <input type="checkbox"/> 98198 | <input type="checkbox"/> 98199 | <input type="checkbox"/> Others (please specify in next field) |                                |                                |                                |

Please specify:

\_\_\_\_\_

66. On average, how many days a month is your food bank open for on-site fooddistribution?

Does NOT include mobile food bank or home delivery.

---

**67. In general, when is your agency open for food distribution on-site?**

	Monday	Tuesday	Wed.	Thursday	Friday	Saturday	Sunday
Closed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7 - 8 a.m.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8 - 9 a.m.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9 - 10 a.m.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10 - 11 a.m.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11 a.m. - 12 p.m.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12 - 1 p.m.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1 - 2 p.m.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2 - 3 p.m.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3- 4 p.m.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4 - 5 p.m.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6 - 7 p.m.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7 - 8 p.m.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

---

68. In general, is the schedule you provided above consistent throughout the month? (i.e.

"Meaning, the days and hours open are the same every week.)

- Yes  
 No

---

Please clarify below how the schedule varies.

(i.e. "Our food bank is only open on the 3rd Monday of the month, but is open every Thursday and Friday.)

---

69. How frequently are individuals or households permitted to shop / receive food at your food bank?

- Multiple times per week  
 Once per week  
 2-3 times per month  
 Once per month  
 Less than once per month

---

70. Do you think your schedule (days and hours open) is meeting the needs of your service community?

- Yes, definitely  
 Yes, mostly  
 Somewhat  
 No, mostly not  
 No, definitely not

---

What changes to your schedule do you think are needed?

---

What prevents your food bank from making these changes?

---

71. Is the food bank physically accessible by persons whose walking ability is limited?

- No, not accessible
- Yes, but limited or from alternative entry
- Yes, fully accessible main entrance and exit

---

72. Do you have parking spots available onsite for members? (In a lot or free street parking.)

- Yes, we have enough parking spots
- Yes, but not enough parking spots to meet member need
- No, we have no parking spots

---

How many parking spots are typically available for members?

\_\_\_\_\_

---

73. Indicate your level of agreement with this statement:

- Almost always true
- Usually true
- Occasionally true
- Usually not true
- Almost never true

---

74. How do you make people aware of your food distribution and delivery programs?

Select all that apply.

- Active in-person outreach (i.e. door to door, visiting agencies)
- Permanent signage outside building
- Printed posters or fliers at other agencies
- Website
- Newsletters
- Local paper
- Word of mouth
- Other (please specify in next field)

---

Please specify:

\_\_\_\_\_

**75. Accessibility involves many things. We want to know about things that you think would MOST HELP your members fully utilize and connect to your food bank. What would make your food bank more accessible to members?**

**Please rank the TOP THREE.**

1st priority

2nd priority

3rd priority

Increase / start home delivery

Increase / start mobile food bank site

Increase options for transportation (more public transit / parking)

Change location

Change physical building structure (space, layout, ADA design)

Have consistent language support services for non-English speaking individuals

Other (please specify in next field)

---

Please specify:

---

76. Does your food bank regularly (every 1 to 3 years) collect input from food bank members on needs and preferences through any of the following?

- Survey(s)
  - Group discussion(s)
  - Formal one-on-one conversation(s)
  - Informal one-on-one conversation(s)
  - Short screening during sign-up
  - Other
  - None
- 

77. Which of the following does your food bank currently have or do?

Select all that apply.

- Is involved with an advocacy or policy-oriented coalition.
  - Sends key government officials updates at least annually
  - Has a nutrition policy. (i.e. guidelines to determine which foods are purchased, or accepted / refused as donations)
  - Has a food purchasing budget.
  - Has an ethical purchasing policy or guidelines.
  - Is involved in community organizing efforts.
  - Is involved with grassroots campaigning.
- 

78. Indicate your level of agreement with this statement:

- Strongly agree
  - Agree
  - Slightly agree
  - Slightly disagree
  - Disagree
  - Strongly Disagree
- 

79. What actions or unique role does your food bank take in helping members become food-secure so that they no longer need to utilize the food bank?

**80. How often are these statements true for your food bank?**

Almost always true      Usually true      Occasionally true      Usually not true      Almost never true

Food options that are healthy and nutritious

Food options for those with dietary limitations

Food options that meet cultural preferences

Connection to additional needed services / resources

Food options for non-English language speakers

A location(s) that is convenient to get to and find

A food distribution process that is respectful and dignified

A space that is easy to navigate for members who may be experiencing a physical impairment or medical condition (that makes mobility challenging)

A space that is easy to navigate for members who may be experiencing a social, emotional or behavioral disorder (that makes social interactions and / or crowds challenging)

---

81. If you were to allocate funding and resources to changing things at your food bank, what would you prioritize? Select your TOP THREE priorities.

- Food amount
- Food types
- Distribution model(s)
- Delivery systems for pickups / deliveries
- Staffing
- Scheduling
- Space
- Refrigeration and freezers
- Location
- Parking
- Other (please specify in next field)

---

Please specify:

---

---

82. What things would you like to see the food bank network as a whole do better in order to equitably reduce food insecurity in the City of Seattle?

---

83. Any additional comments or concerns you would like us to know about the impact of your food bank or the food bank network in Seattle?

Please share in the space below.

---

81. Any additional comments or concerns you would like us to know about the impact of your food bank or the food bank network in Seattle?

Please share in the space below.



# SEATTLE CITY COUNCIL

600 Fourth Ave. 2nd Floor  
Seattle, WA 98104

## Legislation Text

---

**File #:** SLI OSE-3-A-2, **Version:** 1

---

# 2020 Seattle City Council Statement of Legislative Intent

Agenda

Tab	Action	Option	Version
OSE	3	A	2

**Budget Action Title:** Request that OSE establish high-road contracting standards for electrical contractors

Ongoing: No Has Attachment: No

Primary Sponsor: Mike O'Brien

Council Members: Lisa Herbold, Bruce Harrell, Abel Pacheco, Debora Juarez, Sally Bagshaw, Lorena González

Staff Analyst: Yolanda Ho

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

## Statement of Legislative Intent:

This Statement of Legislative Intent requests that the Office of Sustainability (OSE) collaborate with the Office of Housing (OH) to establish high-road contracting standards for electric heat installers, as per the high-road standards and practices established by Resolution 31232 in 2010. Between 2010 and 2014, OSE administered a federally-funded Community Power Works program that offered loans and rebates for eligible energy efficiency improvements to homes. For this program, OSE developed a Community High-Road Agreement (HRA) workforce agreement focused on providing good jobs, equitable access, and quality work. The HRA encouraged living-wage jobs with benefits, training opportunities, and safety guarantees; ensured that all types of businesses and workers, including those in historically underrepresented groups, had access to the program's economic opportunities; and included quality assurance mechanisms to promote high-quality energy efficiency improvements.

The City has set a goal of converting all homes heated by oil to electric heat or to a modern tank by 2029 and is funding the conversion of oil heat systems to electric systems for eligible low-income households using the proceeds from the Heating Oil Tax, enacted by Ordinance 125934. The conversions will be administered by OH. OSE and OH should set up conditions for an HRA with electric heat installers contracted for these conversions. Additionally, OSE should explore the possibility of creating a list of electrical contractors who are willing to agree to an HRA and determine if the City can prioritize these contractors for City-funded projects.

OSE should submit a report to the Sustainability and Transportation Committee, or successor committee, the Council Central Staff Executive Director, and the Green New Deal Oversight Board by June 30, 2020.

## Responsible Council Committee(s):

Sustainability & Transportation

**Date Due to Council:** June 30, 2020





Legislation Text

---

**File #:** SLI SCL-2-A-1, **Version:** 1

---

# 2020 Seattle City Council Statement of Legislative Intent

Agenda

Tab	Action	Option	Version
SCL	2	A	1

**Budget Action Title:** Request SCL to report on SCL Strategic Planning in accordance with Seattle's Green New Deal Resolution (RES 31895)

Ongoing: Yes Has Attachment: No

Primary Sponsor: Mike O'Brien

Council Members: Lisa Herbold, Bruce Harrell, Kshama Sawant, Abel Pacheco, Debora Juarez, Sally Bagshaw, Lorena González

Staff Analyst: Eric McConaghy

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

**Statement of Legislative Intent:**

This Statement of Legislative Intent (SLI) requests Seattle City Light (SCL) report to the Sustainability and Transportation Committee, or its successor, and the Central Staff Director by July 31, 2020 regarding how SCL's proposed 2021-2026 Strategic Plan and rate design will be consistent with the goals of Resolution 31895, namely:

- A. Make Seattle free of climate pollutants, meaning those that cause shifts in climate patterns, including carbon dioxide, black carbon, methane, nitrogen oxides, and fluorinated gases, by 2030;
- B. Prioritize investment in communities historically most harmed by economic, racial, and environmental injustice;
- C. Advance an equitable transition from an economy based on extraction and exploitation to one based on regeneration and cooperation, ensuring that those with the least amount of power and wealth are positioned to lead during this transition and are not left behind; and
- D. Create stable, well-paying jobs that prioritize local hire and are protected by Project Labor Agreements and Labor Harmony Agreements to ensure high-quality work and fair treatment of workers.

SCL is expected to transmit for Council's consideration the proposed 2021-2026 Strategic Plan and the rate design in the second quarter of 2020.

Seattle has committed to eliminating all climate pollution by 2030 as part of Seattle's Green New Deal Resolution (Resolution 31895). To fulfill this commitment, Seattle will need to convert rapidly from the use of fossil fuels as energy sources for the operation of vehicles and buildings to the use of all-electric modes of transportation and building energy systems.

In 2005, SCL became the first electric utility in the country to achieve zero net greenhouse gas emissions.

# 2020 Seattle City Council Statement of Legislative Intent

Agenda

Tab	Action	Option	Version
SCL	2	A	1

It has maintained that carbon neutral status every year since. Consequently, transitioning to an all-electric transportation system and all-electric buildings powered by SCL would largely eliminate carbon emissions from these sectors.

**Responsible Council Committee(s):**

Sustainability & Transportation

**Date Due to Council:**

July 31, 2020



Legislation Text

---

**File #:** CBA SDCI-4-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SDCI	4	B	1

**Budget Action Title:** Add 1.0 FTE Electrical Inspector with a vehicle and \$111,535 GF to enforce Washington State regulations related to electrical contractor licensing

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Teresa Mosqueda

Council Members: Lisa Herbold, Kshama Sawant, Debora Juarez, Mike O'Brien, Sally Bagshaw

Staff Analyst: Ketil Freeman

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$111,535	
<b>Net Balance Effect</b>	<b>\$(111,535)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(111,535)</b>	

### Budget Action Description:

This Budget Action adds 1.0 term-limited FTE Electrical Inspector and \$111,535 GF to the Seattle Department of Construction and Inspections to enforce state laws and regulations applicable to electrical contractors. The GF appropriation includes \$35,000 for a one-time vehicle purchase for the inspector. The position would start mid-2020 and run through the end of 2021.

In 2018 the Washington State Legislature passed ESHB 1952. That bill authorizes cities and towns that administer locally adopted electrical codes, like the City of Seattle, to enforce state laws and regulations that are intended to combat the use of unlicensed electrical contractors and uncertified electricians. State law allows local governments enforcing state regulations to pursue civil penalties of \$50 - \$10,000 for violations of state licensing regulations and \$50 - \$500 for hiring electricians who are not certified or for a contractor failing to maintain minimum supervision ratios between trainees and apprentices and

## 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SDCI	4	B	1

more experienced electricians.

Electrical inspectors at the Washington State Department of Labor and Industries' Electrical Compliance, Outreach, Regulation, and Education (E-CORE) Team currently enforce these regulations. King County has one assigned E-CORE inspector. In 2019, E-CORE issued 6,050 citations, a 19 percent increase over the previous year. Most citations were associated with work involving out-of-state, unlicensed electrical contractors.

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add GF Appropriation for a Vehicle		0	0	SDCI - CI000	SDCI - BO-CI-U23A0 - Inspections	00100 - General Fund	2020	\$0	\$35,000
2	Pocket Adjustments		0	0	SDCI - CI000	SDCI - BO-CI-U23A0 - Inspections	00100 - General Fund	2020	\$0	\$76,535
3	Pocket Adjustments	Elect Inspector,(J)	1	1	SDCI - CI000	SDCI - BO-CI-U23A0 - Inspections	00100 - General Fund	2020	\$0	\$0



Legislation Text

---

**File #:** CBA SDCI-5-A-2, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SDCI	5	A	2

**Budget Action Title:** Add \$235,684 GF, 1 FTE Housing and Zoning Technician, and 1 FTE Code Compliance Analyst to SDCI for tenant outreach and Property Owner and Tenant Assistance Group staffing

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Lisa Herbold

Council Members: Kshama Sawant, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst:

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$235,684	
<b>Net Balance Effect</b>	<b>\$(235,684)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(235,684)</b>	

**Budget Action Description:**

This action adds position authority for 1.0 FTE Housing and Zoning Technician and 1.0 FTE Code Compliance Analyst and \$235,684 GF in appropriation authority to the Seattle Department of Construction and Inspections (SDCI) Compliance BCL to improve outreach and education and facilitate implementation of new tenant protection regulations.

Not including inspectors, SDCI currently has five staff in the Property Owner and Tenant Assistance (POTA) Group who help administer regulations related to tenant protections. Since 2018 customer service calls by landlords and tenants to SDCI's complaint center have increased by 29 percent. Similarly, the length of time to resolve enforcement action related to violations of tenant protection regulations has doubled from approximately 29 days to 58 days.



# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SDCI	5	A	2

In September the Council passed five bills that modify or create new tenant protections. These include Council Bill (CB) 119606, which limits the ability of a landlord to restrict the number of tenants who reside in a unit, and CB 119658, which establishes that a tenant who is subject to domestic violence is not liable for damage caused by an abuser. The other three bills require that notices to terminate, enter, and increase housing costs refer tenants to City resources to find out their rights (CB 119619); that landlords provide receipts and non-electronic payment options to tenants (CB 119620); and that landlords comply with the Rental Registration and Inspection Ordinance (RRIO) program before notices may be issued to terminate a tenancy (CB 119621).

SDCI estimates that two ongoing positions are needed to address the existing workload and implement new regulations: (1) 1.0 FTE Housing and Zoning Technician (\$95,206 annually) to staff complaint and assistance phone-lines and (2) 1.0 FTE Code Compliance Analyst (\$125,477 annually) to provide outreach on City laws to landlords and tenants. Additionally, SDCI estimates that one-time funding of \$7,000 and ongoing funding of \$8,000 is needed to develop and maintain outreach materials.

## Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add \$7,000 one-time to SDCI for POTA education and outreach		0	0	SDCI - CI000	SDCI - BO-CI-U2400 - Compliance	00100 - General Fund	2020	\$0	\$7,000
2	Add \$8000 ongoing to SDCI for POTA outreach and education		0	0	SDCI - CI000	SDCI - BO-CI-U2400 - Compliance	00100 - General Fund	2020	\$0	\$8,000
3	Pocket Adjustments		0	0	SDCI - CI000	SDCI - BO-CI-U2400 - Compliance	00100 - General Fund	2020	\$0	\$220,684
4	Pocket Adjustments	Code Compliance Analyst	1	1	SDCI - CI000	SDCI - BO-CI-U2400 - Compliance	00100 - General Fund	2020	\$0	\$0
5	Pocket Adjustments	Housing/Zoning Tech	1	1	SDCI - CI000	SDCI - BO-CI-U2400 - Compliance	00100 - General Fund	2020	\$0	\$0



Legislation Text

---

**File #:** CBA SDCI-7-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SDCI	7	B	1

**Budget Action Title:** Add \$115,000 (ongoing) GF to SDCI for eviction legal defense

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Kshama Sawant

Council Members: Lisa Herbold, Abel Pacheco, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Ketil Freeman

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

## Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$115,000	
<b>Net Balance Effect</b>	<b>\$(115,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(115,000)</b>	

## Budget Action Description:

This Budget Action adds \$115,000 GF to the Seattle Department of Construction and Inspections (SDCI) Compliance BCL to contract with the Housing Justice Project of the King County Bar Association or similar organization to provide legal representation for Seattle renters facing eviction. The proposed appropriation would fund a tenant rights attorney to provide eviction defense legal support.

The 2020 Endorsed and Proposed Budgets include an ongoing appropriation of \$615,000 for tenant services grants and contracts. The 2019 Adopted Budget also included \$96,000 for eviction defense legal services. That appropriation was one-time and is not included in the Mayor's proposed budget. SDCI will re-compete tenant service grants and contracts in 2020.

## Budget Action Transactions

635

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SDCI	7	B	1

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add appropriation for eviction legal defense		0	0	SDCI - CI000	SDCI - BO-CI-U2400 - Compliance	00100 - General Fund	2020	\$0	\$115,000



Legislation Text

---

**File #:** CBA SDCI-100-A-1, **Version:** 1

---

Do pass CB 119669 SDCI's annual fee ordinance

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SDCI	100	A	1

**Budget Action Title:** Do pass CB 119669 SDCI's annual fee ordinance

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Ketil Freeman

Council Bill or Resolution: CB 119669

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

**Budget Action Description:**

This budget action recommends passage of Council Bill (CB) 119669. CB 119669 would amend the Seattle Department of Construction and Inspections (SDCI) fee ordinance. Most fees are proposed to be increased to implement inflationary adjustments and to reflect anticipated annual wage increases that will be effective January 1, 2020, when the CB would go into effect.

The fee adjustments proposed by this legislation will result in an estimated net increase in SDCI's 2020 fee-based revenue of \$1.2 million. Fee revenues are calculated to cover the costs of SDCI's permitting, inspection and enforcement functions and are used for those activities.



Legislation Text

---

**File #:** CBA SDHR-2-A-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SDHR	2	A	1

**Budget Action Title:** Cut \$132,138 GF in 2020 (one-time) for 1.0 FTE Strategic Advisor 1 term-limited temporary position in SDHR for Anti-harassment/Anti-discrimination trainings

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Karina Bull

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$(132,138)	
<b>Net Balance Effect</b>	<b>\$132,138</b>	
<b>Total Budget Balance Effect</b>	<b>\$132,138</b>	

### Budget Action Description:

This Budget Action would cut a 1.0 FTE Strategic Advisor 1, one-year term limited temporary (TLT) position in the Seattle Department of Human Resources (SDHR) to support the City's efforts to provide Anti-harassment/Anti-discrimination (AH/AD) trainings. The 2020 Proposed Budget would save \$132,138 GF in 2020 (one-time) and retain the proposed additions of 1 FTE (ongoing) in SDHR and 1 FTE (ongoing) in OCR to develop and implement the AH/AD trainings.

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
---	-------------------------	----------------	---------------------	-----	------	-----	------	------	----------------	--------------------



# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SDHR	2	A	1

1	Cut 1 FTE SA-1 TLT		0	0	SDHR - HR000	SDHR - BO-HR-N6000 - HR Services	00100 - General Fund	2020	\$0	\$(132,138)
2	Pocket Adjustments	StratAdvsr1,Exempt	(1)	(1)	SDHR - HR000	SDHR - BO-HR-N6000 - HR Services	00100 - General Fund	2020	\$0	\$0



Legislation Text

---

**File #:** CBA SDHR-3-A-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SDHR	3	A	1

**Budget Action Title:** Cut \$149,412 GF (ongoing) for 1.0 FTE Strategic Advisor 1 position in SDHR for the City Leadership Academy

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Karina Bull

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

## Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
General Fund Revenues	\$0	
General Fund Expenditures	\$(149,413)	
Net Balance Effect	\$149,413	
<b>Total Budget Balance Effect</b>	<b>\$149,413</b>	

## Budget Action Description:

This Budget Action would cut a 1.0 FTE Strategic Advisor 1 Program Advisor position in the Seattle Department of Human Resources (SDHR) to support the implementation of the City Leadership Academy, saving \$149,412 GF (ongoing).

## Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Pocket Adjustments		0	0	SDHR - HR000	SDHR - BO-HR-N6000 - HR Services	00100 - General Fund	2020	\$0	\$(149,413)

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SDHR	3	A	1

2	Pocket Adjustments	StratAdvsr1,Exempt	(1)	(1)	SDHR - HR000	SDHR - BO-HR-N6000 - HR Services	00100 - General Fund	2020	\$0	\$0
---	--------------------	--------------------	-----	-----	--------------	----------------------------------	----------------------	------	-----	-----



# SEATTLE CITY COUNCIL

600 Fourth Ave. 2nd Floor  
Seattle, WA 98104

## Legislation Text

---

**File #:** CBA SDHR-101-A-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SDHR	101	A	1

**Budget Action Title:** Pass CB 119688 establishing an employee giving program that would be conducted by a designated campaign administrator

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Karina Bull

Council Bill or Resolution: CB 119688

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

**Budget Action Description:**

Pass Council Bill (CB 119688). This bill would establish a new employee giving program for charitable contributions. The legislation would replace the SDHR Director’s administration of an annual campaign for charitable contributions through payroll deductions with an annual campaign conducted by a “designated campaign administrator” – a qualified nonprofit, third-party administrator that would provide full campaign support and distribute employee donations.

The City has administered an employee giving program with annual campaigns and payroll deductions since 1988. SDHR states that as program expanded, staffing did not increase to meet intensified program demands. In 2017 and 2018, the program underwent an audit and investigation, both of which recommended substantial changes to institute strong program management and strengthen internal controls over cash receipts. One of the recommendations was to consider third party administration of the workplace giving campaign. In the 2018 Proposed Budget, SDHR proposed reducing the program’s staffing in favor of transferring the program to an external organization, such as United Way of King County. The 2018 Adopted Budget abrogated the identified position and, since then, SDHR has taken steps to discontinue payroll deductions as of January 7, 2020.



Legislation Text

---

**File #:** CBA SFD-1-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SFD	1	B	1

**Budget Action Title:** Add \$600,000 GF (one time) in 2020 to SFD to augment one recruit class

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Lisa Herbold

Council Members: Bruce Harrell, Kshama Sawant, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Greg Doss

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

## Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$600,000	
<b>Net Balance Effect</b>	<b>\$(600,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(600,000)</b>	

## Budget Action Description:

This Budget Action would add \$600,000 GF to the Seattle Fire Department (SFD) in 2020 to augment one recruit class.

The Endorsed and Proposed Budgets include base-level funding for two recruit classes, each containing approximately 30 recruits. This Budget Action would provide funding that is sufficient to fund nine additional candidates for one recruit class. SFD staff have indicated that a larger recruit class would allow the department to fill vacancies more quickly.

SFD staff have indicated that an aging workforce is creating a number of firefighter vacancies that are not being filled quickly enough. SFD staff have noted that: 1) 25 percent of SFD Firefighters are 53 years of age or older and are eligible for retirement; and 2) 38 percent of SFD Firefighters are 50 years



# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SFD	1	B	1

of age or older and are eligible for retirement. Finally, SFD has indicated that it is increasingly relying on overtime hours to meet mandatory minimum staffing levels required to maintain its citywide response time goals.

## Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add GF to augment one recruit class		0	0	SFD - FD000	SFD - BO-FD-F3000 - Operations	00100 - General Fund	2020	\$0	\$600,000



Legislation Text

---

**File #:** SLI SPD-1-B-1, **Version:** 1

---

# 2020 Seattle City Council Statement of Legislative Intent

Agenda

Tab	Action	Option	Version
SPD	1	B	1

**Budget Action Title:** Request that SPD, in conjunction with other City departments, lead an examination of the Charge By Officer (CBO) program

Ongoing: Yes Has Attachment: No

Primary Sponsor: Abel Pacheco

Council Members:

Staff Analyst: Greg Doss

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

## Statement of Legislative Intent:

This Statement of Legislative Intent (SLI) requests that the Seattle Police Department (SPD) examine its Charge By Officer (CBO) program. The analysis should determine how CBO cases are used by SPD, LAW and SMC.

SPD is asked to submit a report by July 1, 2020 to the Chair of the Gender Equity, Safe Communities, and New Americans Committee – or successor committee - and the Council Central Staff Director. The report should:

- (1) summarize Seattle's CBO program history, including information on number of CBOs by year, the average time it takes to file a CBO, whether the CBO has resulted in a FTA notice and data on the crimes where CBO is used;
- (2) through an analysis of arrests, FTAs and jail bookings, describe whether the CBO program decreases or contributes further to involvement in the criminal justice system in the long term; and
- (3) determine whether the CBO program exacerbates harm in cases where providing a citation as an alternative to booking might have otherwise been handled by not citing or referring a person to the Law Enforcement Assisted Diversion (LEAD) program.

## Background:

Section 15.020 of the SPD Policy Manual outlines the Department's CBO program, which offers SPD officers an alternative to booking suspected misdemeanants into jail. The CBO program allows officers to refer directly to the City Attorney's Office (LAW) a case that has been fully investigated in the field and does not require any Detective follow up.

The CBO reduces the negative outcomes associated with jail bookings, which may include separation from family and the risk of losing employment if a suspected misdemeanant cannot report for work. However, it does not fully mitigate the harm caused by the Criminal Justice System and may exacerbate such harm if

# 2020 Seattle City Council Statement of Legislative Intent

Agenda

Tab	Action	Option	Version
SPD	1	B	1

LAW filing delays or an improperly delivered summons results in a Failure To Appear (FTA) notice that becomes the basis for a warrant.

As an alternative to arrest, or to CBO, the City's Law Enforcement Assisted Diversion offers officers another choice – to bypass the Criminal Justice System altogether in favor an approach that reduces law violations by participants through use of harm reduction-based case management.

Some U.S. cities, such as New Orleans, LA use CBO-type programs where officers are expected to issue summonses in lieu of arrests for many misdemeanor offenses. And the State of New York passed legislation in April 2019 that expands the use of desk appearance tickets in lieu of arrests for most misdemeanors. These efforts are in line with President Obama's Task Force on 21st Century Policing which recommended that "law enforcement training policies should emphasize de-escalation and alternatives to arrest or summons in situations where appropriate." Additionally, the Seattle Reentry Workgroup, created by Resolution 31637 and convened by the Office of Civil Rights, recommended in its final report that SPD limit arrests for nonviolent misdemeanor offenses and increase its use of alternatives to arrest.

**Responsible Council Committee(s):**

Gender Equity, Safe Communities, New Americans & Education

**Date Due to Council:**

July 1, 2020



Legislation Text

---

**File #:** CBA SPD-3-A-2, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SPD	3	A	2

**Budget Action Title:** Add \$48,000 GF (ongoing) and authority for 1.0 FTE Strategic Advisor position to SPD to work with data systems that record interactions with Indigenous people; and impose a proviso

Ongoing: Yes Has Budget Proviso: Yes

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Debora Juarez

Council Members: Lisa Herbold, Abel Pacheco, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Greg Doss

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

## Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$48,000	
<b>Net Balance Effect</b>	<b>\$(48,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(48,000)</b>	

## Budget Action Description:

This Budget Action adds \$48,000 GF in 2020 (ongoing) and authority for 1.0 Strategic Advisor 2 - Technology position to the Seattle Police Department (SPD) to augment \$113,000 in base budget funding that is reserved for a "Native American Liaison" position in the Mayor's 2020 Proposed Budget. This Council Budget Action also imposes a proviso.

The 2020 Proposed Budget adds authority for 1.0 FTE Crime Prevention Coordinator (CPC) for the Native American Liaison position and includes \$113,000 in funding for the position. The position was added to the 2020 Proposed Budget consistent with Resolution 31900: The Missing and Murdered Indigenous Women and Girls (MMIWG) Crisis.

This Council Budget Action changes the type of position from a CPC to a Strategic Advisor 2 –

654

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SPD	3	A	2

Technology. The Strategic Advisor 2 – Technology position will focus on best practices for data reporting, collection and management of MMIWG cases; and the position will coordinate with other units within SPD such as the data-driven policing program, crime analysis, forensic support services, cold case, violent crimes investigations and other investigative functions including Internet Crimes against Children (ICAC), child exploitation and missing persons. A Strategic Advisor 2 - Technology position would require \$48,000 in additional salary and benefits funding that is provided in this Council Budget Action.

This Council Budget Action imposes the following proviso:

“Of the appropriation in the 2020 budget for the Seattle Police Department, \$161,000 is appropriated solely for a Strategic Advisor – Technology position to work with data systems that record interactions with Indigenous people and may not be spent for any other purpose.”

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add \$48,000 GF (ongoing) and authority for 1.0 FTE Strategic Advisor position to SPD		0	0	SPD - SP000	SPD - BO-SP-P7000 - Criminal Investigations	00100 - General Fund	2020	\$0	\$48,000



Legislation Text

---

**File #:** CBA SPD-4-B-1, **Version:** 1

---



# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SPD	4	B	1

**Budget Action Title:** Add \$87,500 GF (ongoing) in 2020 to SPD to contract with an Indigenous led organization that can assist the City with its efforts to end the Missing and Murdered Indigenous Women and Girls Crisis, and impose a proviso

Ongoing: Yes Has Budget Proviso: Yes

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Debora Juarez

Council Members: Lisa Herbold, Abel Pacheco, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Greg Doss

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$87,500	
<b>Net Balance Effect</b>	<b>\$(87,500)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(87,500)</b>	

### Budget Action Description:

This Council Budget Action adds \$87,500 GF (ongoing) in 2020 to the Seattle Police Department (SPD) to contract with an Indigenous led community building organization (CBO), such as the Seattle Indian Health Board, to: (1) assist the City and SPD with a review of its current methods for collecting, disseminating, and using data on Native Communities, including providing training to City or SPD employees to improve data collection; (2) assist American Indian and Alaska Native communities in accessing City databases; (3) provide the City with Indigenous-led approaches to ending gender-based violence; and (4) build relationships between Seattle Law Enforcement and the Indigenous community.

The 2020 Proposed Budget adds authority for 1.0 FTE Crime Prevention Coordinator and reserves as part of SPD's base budget funding \$113,000 for a Native American Liaison position. Council Budget Action SPD-3-A-1 upgrades this position and adds funding to focus the duties on data collection.

657

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SPD	4	B	1

This action (SPD-4-A-1) would provide \$87,500 to fund an appropriate CBO to work with the SPD position added in SPD-3-A-1 and other City employees to provide Indigenous centered strategies for addressing the MMIWG Crisis and to provide American Indian and Alaska Native communities with a liaison to the City of Seattle and SPD.

This Council Budget Action imposes the following proviso:

“Of the appropriation in the 2020 budget for the Seattle Police Department, \$87,500 is appropriated solely for a contract with an Indigenous led organization such as the Seattle Indian Health Board and may be spent for no other purpose.”

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add GF (ongoing) in 2020 to contract with an Indigenous led community building organization		0	0	SPD - SP000	SPD - BO-SP-P8000 - Administrative Operations	00100 - General Fund	2020	\$0	\$87,500



Legislation Text

---

**File #:** CBA SPD-6-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SPD	6	B	1

**Budget Action Title:** Impose a proviso on SPD appropriations related to additional training

Ongoing: No Has Budget Proviso: Yes

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Lorena González

Council Members: Lisa Herbold, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw, Teresa Mosqueda

Staff Analyst: Greg Doss

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

## Budget Action Description:

This Council Budget Action would impose a proviso on Seattle Police Department (SPD) appropriations that restricts \$122,000 so that it may only be spent on training related to sex work. The Council intends that SPD will collaborate and contract with community-based organizations (CBOs) that have the subject matter expertise to deliver training to SPD leadership and relevant sworn officers aimed at addressing the criminal justice system's response(s) to the various needs of individuals involved in the sex trade. These CBOs could include the Sex Workers Outreach Project USA (SWOP), POC SWOP, API Chaya, the Gender Justice League or the Coalition for Rights & Safety for People in the Sex Trade.

This Council Budget Action imposes the following proviso:

"Of the appropriation in the 2020 budget for the Seattle Police Department, \$122,000 is appropriated solely for a targeted, audience specific training on sex workers that is delivered by a community based organization (such as the Sex Workers Outreach Project USA (SWOP), POC SWOP, API Chaya, the Gender Justice League or the Coalition for Rights & Safety for People in the Sex Trade) and may be spent for no other purpose."



Legislation Text

---

**File #:** CBA SPD-8-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SPD	8	B	1

**Budget Action Title:** Add \$127,000 GF in 2020 (ongoing) to SPD for a Regional Domestic Violence Firearm Enforcement Detective, and impose a proviso

Ongoing: Yes Has Budget Proviso: Yes

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Lorena González

Council Members: Lisa Herbold, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw

Staff Analyst: Greg Doss

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$127,000	
<b>Net Balance Effect</b>	<b>\$(127,000)</b>	
<b>Total Budget Balance Effect</b>	<b>\$(127,000)</b>	

### Budget Action Description:

This Council Budget Action would add \$127,000 GF (ongoing) to the Seattle Police Department (SPD) in 2020 to fund overtime to backfill for the duties of an existing Detective that would be reassigned to the Regional Domestic Violence Firearm Enforcement Unit (RDVFEU). This Council Budget Action also imposes a proviso.

The RDVFEU includes members from the King County Prosecuting Attorney's Office, Seattle City Attorney's Office, Seattle Police Department and the King County Sheriff's Office. The mission of the unit is to reduce gun violence and increase victim and community safety through regional collaboration and proactive enforcement of firearm laws, including, the newly created Extreme Risk Protection Orders. The addition of an SPD Detective to this unit will expand the unit's capacity to address cases regarding individuals suspected of Domestic Violence or Extreme Risk.

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SPD	8	B	1

This Council Budget Action imposes the following proviso:

“Of the appropriation in the 2020 budget for the Seattle Police Department, \$130,000 is appropriated solely for a Detective position to be assigned to the Regional Domestic Violence Firearm Enforcement Unit and may be spent for no other purpose.”

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add GF Funding for overtime to backfill a Detective position		0	0	SPD - SP000	SPD - BO-SP-P7000 - Criminal Investigations	00100 - General Fund	2020	\$0	\$127,000



Legislation Text

---

**File #:** CBA SPD-50-A-1, **Version:** 1

---



# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SPD	50	A	1

**Budget Action Title:** Reduce funding for SPD to subsidize recruit testing fee by \$70,000 GF (ongoing) in 2020

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst:

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

## Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
General Fund Revenues	\$0	
General Fund Expenditures	\$(70,000)	
<b>Net Balance Effect</b>	<b>\$70,000</b>	
<b>Total Budget Balance Effect</b>	<b>\$70,000</b>	

## Budget Action Description:

This Council Budget Action would reduce the Seattle Police Department (SPD) funding to waive recruit testing fees by \$70,000.

The 2020 Proposed Budget includes \$1.6 million for a recruitment and retention initiative. Among other things, this initiative included \$75,000 for SPD to waive the \$50 recruit testing fee that would otherwise be charged to each of approximately 1,500 individuals. This Council Budget Action would decrease the funded amount for this purpose from \$75,000 to \$5,000; the remaining \$5,000 could be applied to waive or reduce the testing fees charged to low-income applicants who cannot afford the testing fee.

## Budget Action Transactions

665

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SPD	50	A	1

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Reduce SPD recruit testing fees		0	0	SPD - SP000	SPD - BO-SP-P1800 - Patrol Operations	00100 - General Fund	2020	\$0	\$(70,000)



# SEATTLE CITY COUNCIL

600 Fourth Ave. 2nd Floor  
Seattle, WA 98104

## Legislation Text

---

**File #:** CBA SPD-51-A-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SPD	51	A	1

**Budget Action Title:** Reduce SPD's budget for staff support of its recruitment and retention initiative by 75,000 GF (one time) in 2020

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Greg Doss

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$(75,000)	
<b>Net Balance Effect</b>	<b>\$75,000</b>	
<b>Total Budget Balance Effect</b>	<b>\$75,000</b>	

### Budget Action Description:

This Council Budget Action would reduce by \$75,000 the Seattle Police Department's (SPD) budget for staff support of its recruitment and retention initiative. The 2020 Proposed Budget includes \$1.6 million for a recruitment and retention initiative, including funding for three temporary positions and one permanent position. As part of this initiative, the Proposed Budget included \$150,000 for a temporary position to backfill the duties of SPD's existing Leadership and Organizational Development Advisor to free up that position's time to work on the recruitment and retention initiative. This Council Budget Action provides 50 percent of the funding included in the Proposed Budget for this purpose.

### Budget Action Transactions

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SPD	51	A	1

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Reduce SPD's budget for staff support of its recruitment and retention initiative		0	0	SPD - SP000	SPD - BO-SP-P8000 - Administrative Operations	00100 - General Fund	2020	\$0	\$(75,000)



# SEATTLE CITY COUNCIL

600 Fourth Ave. 2nd Floor  
Seattle, WA 98104

## Legislation Text

---

**File #:** CBA SPD-52-A-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SPD	52	A	1

**Budget Action Title:** Reduce SPD's budget for its proposed sergeant training by \$240,000 GF (one-time) in 2020

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Greg Doss

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$(240,000)	
<b>Net Balance Effect</b>	<b>\$240,000</b>	
<b>Total Budget Balance Effect</b>	<b>\$240,000</b>	

### Budget Action Description:

This Council Budget Action would reduce by \$240,000 the budget for the Seattle Police Department's (SPD) proposed sergeant training. The 2020 Proposed Budget includes \$1.6 million for a recruitment and retention initiative. As part of this initiative, SPD would spend \$787,000 to train all of its patrol sergeants in 2020. The \$787,000 includes \$480,000 for overtime for four days of sergeant's training and \$307,000 for contracted costs for the trainings. This budget action reduces the overtime budget for the training by \$240,000 and implements the training over two years instead of one year. Under this schedule, sergeants will receive two days of training in 2020 and two days of training is 2121.

### Budget Action Transactions

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SPD	52	A	1

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Reduce SPD's budget for proposed Sergeant Training		0	0	SPD - SP000	SPD - BO-SP-P1800 - Patrol Operations	00100 - General Fund	2020	\$0	\$(240,000)





Legislation Text

---

**File #:** CBA SPR-1-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SPR	1	B	1

**Budget Action Title:** Add \$244,000 in King County Levy funding to SPR to provide additional shower services for homeless individuals at several community centers and amend the Comfort Station Renovations CIP Project

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: Yes Has Attachment: Yes

Primary Sponsor: Sally Bagshaw

Council Members: Lisa Herbold, Bruce Harrell, Abel Pacheco, Debora Juarez, Mike O'Brien, Lorena González

Staff Analyst: Traci Ratzliff

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
General Fund Revenues	\$0	
General Fund Expenditures	\$0	
Net Balance Effect	\$0	
<b>Other Funds</b>		
King County Parks Levy Fund (36000)		
Revenues	\$0	
Expenditures	\$0	
Net Balance Effect	\$0	
<b>Total Budget Balance Effect</b>	<b>\$0</b>	

**Budget Action Description:**

This Council Budget Action adds \$244,000 in King County Levy funding to Seattle Parks and Recreation (SPR) to:

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SPR	1	B	1

- (1) Expand hours for shower services for homeless individuals at two community centers, as recommended by SPR (\$169,000);
- (2) Implement a towel pilot program at SPR community centers providing shower services for homeless individuals (\$65,000); and
- (3) Make repairs and perform maintenance work related to the increased use of showers at the community centers providing shower services for homeless individuals (\$10,000).

In addition, this Council Budget Action also amends the Comfort Station Renovations Capital Improvement Project (MC-PR-4103) page as shown in Attachment 1.

This budget action anticipates SPR will schedule hours for these services as early in the morning as possible and explore the use of disposable, compostable towels as a potential cost-efficient, environment-friendly option for the towel pilot.

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add funding for homeless shower services		0	0	SPR - PR000	SPR - BO-PR-10000 - Cost Center Maintenance and Repairs	36000 - King County Parks Levy Fund	2020	\$0	\$10,000
2	Add funding for homeless shower services		0	0	SPR - PR000	SPR - BO-PR-50000 - Recreation Facility Programs	36000 - King County Parks Levy Fund	2020	\$0	\$234,000
3	Cut funding for comfort station renovations		0	0	SPR - PR000	SPR - BC-PR-40000 - Fix It First	36000 - King County Parks Levy Fund	2020	\$0	\$(244,000)

**Attachment 1**  
**Comfort Station Renovations**

<b>Project No:</b>	MC-PR-41036	<b>BSL Code:</b>	BC-PR-40000
<b>Project Type:</b>	Ongoing	<b>BSL Name:</b>	Fix It First
<b>Project Category:</b>	Rehabilitation or Restoration	<b>Location:</b>	Multiple
<b>Current Project Stage:</b>	N/A	<b>Council District:</b>	Multiple
<b>Start/End Date:</b>	N/A	<b>Neighborhood District:</b>	Multiple
<b>Total Project Cost:</b>	N/A	<b>Urban Village:</b>	Multiple

This project renovates selected comfort stations for improved ADA access, ventilation and finishes (walls and floors), and security. The renovations also may include reconfigured stalls, new toilets, urinals, and sinks, ADA accessories, paint and finishes, and related work, depending on the needs of a particular site. In some cases, a comfort station may be replaced with a prefabricated unit. More park users will have access to these facilities, and the improvements will make them more inviting and comfortable.

Resources	LTD Actuals	2019 Revised	2020	2021	2022	2023	2024	2025	Total
CRS Misc Revenues	30	274	-	-	-	-	-	-	305
King County <del>Voter-Approved</del> Parks Levy	313	2,065	<del>2506</del>	210	345	345	345	355	<del>4,2293,985</del>
Real Estate Excise Tax I	78	222	660	-	-	-	-	-	960
Real Estate Excise Tax II	104	416	-	660	660	660	660	660	3,820
<b>Total:</b>	<b>525</b>	<b>2,978</b>	<b><del>910666</del></b>	<b>870</b>	<b>1,005</b>	<b>1,005</b>	<b>1,005</b>	<b>1,015</b>	<b><del>9,3139,069</del></b>
Fund Appropriations / Allocations <sup>1</sup>	LTD Actuals	2019 Revised	2020	2021	2022	2023	2024	2025	Total
King County Parks Levy Fund	313	2,065	<del>6250</del>	210	345	345	345	355	<del>4,2293,985</del>
REET I Capital Fund	78	222	660	-	-	-	-	-	960
REET II Capital Fund	104	416	-	660	660	660	660	660	3,820
Unrestricted Cumulative Reserve Fund	30	274	-	-	-	-	-	-	305
<b>Total:</b>	<b>525</b>	<b>2,978</b>	<b><del>666910</del></b>	<b>870</b>	<b>1,005</b>	<b>1,005</b>	<b>1,005</b>	<b>1,015</b>	<b><del>9,3139,069</del></b>

O&M Impacts: NA



Legislation Text

---

**File #:** CBA SPR-2-B-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SPR	2	B	1

**Budget Action Title:** Add \$150,000 of fund balance in 2020 to SPR to fund a feasibility study for an Aurora-Liction Springs Community Center and amend the Community Center Rehabilitation & Development CIP project

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: Yes Has Attachment: Yes

Primary Sponsor: Debora Juarez

Council Members:

Staff Analyst: Traci Ratzliff

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

## Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
General Fund Revenues	\$0	
General Fund Expenditures	\$0	
Net Balance Effect	\$0	
<b>Other Funds</b>		
Park And Recreation Fund (10200)		
Expenditures	\$150,000	
Net Balance Effect	\$(150,000)	
<b>Total Budget Balance Effect</b>	<b>\$(150,000)</b>	

## Budget Action Description:

This Council Budget Action adds \$150,000 of fund balance from the Parks and Recreation fund in SPR to fund a feasibility study to assess the recreation and community gathering and meeting space needs of the Aurora-Liction Springs neighborhood located in Council Districts 5 and 6. In addition, the study would examine the type of facility that would best serve the neighborhood's needs and the cost of securing such a facility. This Council Budget Action also amends the Community Center Rehabilitation &

678

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SPR	2	B	1

Development Capital Improvement Program (CIP) project (MC-PR-41002) page as shown in Attachment 1.

## Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Add funding for feasibility study for Aurora-Licton Springs community center		0	0	SPR - PR000	SPR - BC-PR-40000 - Fix It First	10200 - Park And Recreation Fund	2020	\$0	\$150,000

ATTACHMENT 1

Community Center Rehabilitation & Development

<b>Project No:</b>	MC-PR-41002	<b>BSL Code:</b>	BC-PR-40000
<b>Project Type:</b>	Ongoing	<b>BSL Name:</b>	Fix It First
<b>Project Category:</b>	Rehabilitation or Restoration	<b>Location:</b>	Citywide
<b>Current Project Stage:</b>	N/A	<b>Council District:</b>	Multiple
<b>Start/End Date:</b>	N/A	<b>Neighborhood District:</b>	Multiple
<b>Total Project Cost:</b>	N/A	<b>Urban Village:</b>	Multiple

This ongoing project provides funding for improvements at 27 community centers, the oldest of which is 103 years old. Typical improvements include renovation, upgrades, or replacement of major building systems, roof and building envelopes, seismic upgrades, painting, energy efficient lighting and other environmentally sustainable building components, Americans with Disabilities (ADA) access improvements, and related work. In some instances, facilities will be replaced or remodeled to improve programming space. The individual projects will address health and safety codes, extend the life of the asset, improve access for all, reduce energy costs, improve the overall community center experience for the public, and meet today's and future recreation needs. This project is part of the Metropolitan Parks District measure put before voters in 2014. [Funding is provided in 2020 to support a feasibility study for an Aurora-Liction Springs Community Center.](#)

Resources	LTD Actuals	2019 Revised	2020	2021	2022	2023	2024	2025	Total
Real Estate Excise Tax II	1,274	4,125	2,284	3,508	3,596	3,686	3,778	3,872	26,124
Seattle Park District Revenues	2,498	9,392	377	244	250	256	263	270	13,550
<a href="#">Park and Recreation Fund</a>			150						150
<b>Total:</b>	<b>3,772</b>	<b>13,518</b>	<del>2,661</del> <b>2,811</b>	<b>3,752</b>	<b>3,846</b>	<b>3,942</b>	<b>4,041</b>	<b>4,142</b>	<del>39,673</del> <b>39,823</b>
Fund Appropriations / Allocations <sup>1</sup>	LTD Actuals	2019 Revised	2020	2021	2022	2023	2024	2025	Total
REET II Capital Fund	1,274	4,125	2,284	3,508	3,596	3,686	3,778	3,872	26,124
Seattle Park District Fund	2,498	9,392	377	244	250	256	263	270	13,550
<a href="#">Park and Recreation Fund</a>			150						150
<b>Total:</b>	<b>3,772</b>	<b>13,518</b>	<del>2,661</del> <b>2,811</b>	<b>3,752</b>	<b>3,846</b>	<b>3,942</b>	<b>4,041</b>	<b>4,142</b>	<del>39,673</del> <b>39,823</b>

O&M Impacts: NA





Legislation Text

---

**File #:** SLI SPR-6-A-2, **Version:** 1

---

# 2020 Seattle City Council Statement of Legislative Intent

Agenda

Tab	Action	Option	Version
SPR	6	A	2

**Budget Action Title:** Progress report from SPR on Green Seattle Partnership Program

Ongoing: No Has Attachment: No

Primary Sponsor: Mike O'Brien

Council Members: Lisa Herbold, Bruce Harrell, Abel Pacheco, Debora Juarez, Sally Bagshaw, Lorena González

Staff Analyst: Traci Ratzliff

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

## Statement of Legislative Intent:

The Council requests Seattle Parks & Recreation (SPR) to provide a report on the status of the Green Seattle Partnership Program. This program is a collaborative effort between the City of Seattle and Forterra to restore 2500 acres of forested park lands in Seattle by 2025. The report should include the following information:

1) Forest Restoration Progress: What is the status of the acres involved in the program?

- a) total # of acres enrolled
- b) # of acres in establishment Phases 2-3
- c) # of acres that have reached the final Phase 4
- d) # of acres remaining to be enrolled
- e) # of additional acres beyond the original goal of 2,500

2) Volunteers: How many volunteer hours have been leveraged to make this program successful?

3) Community Leadership: How many forest stewards are trained as volunteer and forest restoration experts?

4) Youth: What kind of youth engagement has the program accomplished?

- a) number of schools/students engaged
- b) % of the total volunteer hours that are youth
- c) number of youth leadership opportunities/programs involved

5) Challenges: What are the challenges and barriers to completing the remaining work of restoring more than 2500 acres of park land?

6) Investments: What are the estimated resources that have been invested to date by implementation partners, volunteer hours, and City funding)?

# 2020 Seattle City Council Statement of Legislative Intent

Agenda

Tab	Action	Option	Version
SPR	6	A	2

7) Funding: What funding and resources (please list/describe separate for FTE for field, program and volunteer management; materials; contractors; etc.) are needed to:

- a) Enroll the remaining acres into Phase 1 restoration
- b) Move remaining acres into Phase 4
- c) Maintain acres in Phase 4 between 2020 and 2025
- d) Maintain all Phase 4 long-term annually beyond 2025

8) Extended Impacts: What are the unintended benefits that have resulted and resources leveraged (e.g., research, additional funding, etc.) from the partnership?

9) Neighborhood Benefits: Are there opportunities for these projects to better serve the needs of our neighborhoods and provide a greater degree of environmental services even more than it does currently?

10) Access to Nature: How can we enhance the passive recreation offered by these properties as we also ensure they maintain a high degree of ecological integrity?

**Responsible Council Committee(s):**

Civic Development, Public Assets & Native Communities

**Date Due to Council:**

June 30, 2020



Legislation Text

---

**File #:** CBA SPR-7-A-1, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SPR	7	A	1

**Budget Action Title:** Cut \$500k GF in Recreation Facilities Program in SPR and backfill with \$500k King County Levy funding cut from the Play Area Renovations CIP project (MC-PR-41039)

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: Yes Has Attachment: Yes

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst:

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

## Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
General Fund Revenues	\$0	
General Fund Expenditures	\$(500,000)	
<b>Net Balance Effect</b>	<b>\$500,000</b>	
<b>Other Funds</b>		
<b>King County Parks Levy Fund (36000)</b>		
Revenues	\$0	
Expenditures	\$0	
<b>Net Balance Effect</b>	<b>\$0</b>	
<b>Total Budget Balance Effect</b>	<b>\$500,000</b>	

## Budget Action Description:

This Council Budget Action cuts \$500k GF in the Recreation Facilities Program in SPR and backfills this cut with \$500k in King County Parks Levy funding that is cut from the Play Area Renovations CIP project (MC-PR-41039). This allows the General Fund to be used for other Council priorities. This Council Budget Action also amends the Play Area Renovations CIP project (MC-PR-41039) page as shown in

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SPR	7	A	1

Attachment 1.

## Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Cut funding in Recreation Facilities Program.		0	0	SPR - PR000	SPR - BO-PR-50000 - Recreation Facility Programs	00100 - General Fund	2020	\$0	\$(500,000)
2	Add funding in Recreation Facilities Program to backfill GF reduction.		0	0	SPR - PR000	SPR - BO-PR-50000 - Recreation Facility Programs	36000 - King County Parks Levy Fund	2020	\$0	\$500,000
3	Reduce funding for play area renovations program to backfill General Fund cut to Recreation Facilities program		0	0	SPR - PR000	SPR - BC-PR-40000 - Fix It First	36000 - King County Parks Levy Fund	2020	\$0	\$(500,000)

**Attachment 1**

**Play Area Renovations**

<b>Project No:</b>	MC-PR-41039	<b>BSL Code:</b>	BC-PR-40000
<b>Project Type:</b>	Ongoing	<b>BSL Name:</b>	Fix It First
<b>Project Category:</b>	Rehabilitation or Restoration	<b>Location:</b>	Multiple
<b>Current Project Stage:</b>	N/A	<b>Council District:</b>	Multiple
<b>Start/End Date:</b>	N/A	<b>Neighborhood District:</b>	Multiple
<b>Total Project Cost:</b>	N/A	<b>Urban Village:</b>	Multiple

This project renovates a number of play areas in the park system. Improvements may include equipment replacement, ADA access, surfacing and containment renovation, and related elements. The sites will be determined each year using the Play Area Inventory and Assessment report.

<b>Resources</b>	<b>LTD Actuals</b>	<b>2019 Revised</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>Total</b>
General Fund	55	5	-	-	-	-	-	-	60
King County Voter-Approved Levy	804	2,346	500	500	750	750	750	750	6,650
Real Estate Excise Tax I	-	-	2,000	-	-	-	-	-	2,000
Real Estate Excise Tax II	489	-	-	1,000	1,000	1,000	1,000	1,000	5,489
<b>Total:</b>	<b>1,348</b>	<b>2,351</b>	<b>2,000</b>	<b>1,500</b>	<b>1,750</b>	<b>1,750</b>	<b>1,750</b>	<b>1,750</b>	<b>14,200</b>
<b>Fund Appropriations / Allocations<sup>1</sup></b>	<b>LTD Actuals</b>	<b>2019 Revised</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>Total</b>
General Fund	55	5	-	-	-	-	-	-	60
King County Parks Levy Fund	804	2,346	500	500	750	750	750	750	6,650
REET I Capital Fund	-	-	2,000	-	-	-	-	-	2,000
REET II Capital Fund	489	-	-	1,000	1,000	1,000	1,000	1,000	5,489
<b>Total:</b>	<b>1,348</b>	<b>2,351</b>	<b>2,000</b>	<b>1,500</b>	<b>1,750</b>	<b>1,750</b>	<b>1,750</b>	<b>1,750</b>	<b>14,200</b>

**O&M Impacts:** NA



Legislation Text

---

**File #:** CBA SPR-100-A-1, **Version:** 1

---



# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SPR	100	A	1

**Budget Action Title:** Pass CB 119671 Parks Fee Ordinance

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Traci Ratzliff

Council Bill or Resolution: CB 119671

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

**Budget Action Description:**

This Council Budget Action recommends passage of CB 119671. This legislation would adopt revisions to the 2020 Parks Fee Schedule that establishes charges for the use of certain park and recreation facilities and services. The proposed revisions include technical changes to address issues with the class and course registration system that is unable to process certain fee amounts. In addition, the legislation would eliminate low-income recreation swim fees. The legislation would allow low-income individuals to swim for free at City pools beginning January 1, 2020.

This change would result in a revenue reduction of \$45,000 annually. To backfill the revenue reduction, the 2020 Proposed Budget would reallocate a portion of the \$150,000 in funding that had been provided by the Council in the 2020 Endorsed Budget to expand the daily operation of an unspecified number of wading pools.



Legislation Text

---

**File #:** CBA SPU-1-A-2, **Version:** 1

---

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SPU	1	A	2

**Budget Action Title:** Add \$30,000 in SPU to improve shut-off notifications to multifamily building residents; and cut \$30,000 in an SPU reserve account

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No Has Attachment: No

Primary Sponsor: Lisa Herbold

Council Members: Bruce Harrell, Kshama Sawant, Abel Pacheco, Debora Juarez, Mike O'Brien, Sally Bagshaw, Lorena González

Staff Analyst: Brian Goodnight

Council Bill or Resolution:

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

### Summary of Dollar Effect

See the following pages for detailed technical information

	2020 Increase (Decrease)	2021 Increase (Decrease)
<b>General Fund</b>		
<b>General Fund Revenues</b>	\$0	
<b>General Fund Expenditures</b>	\$0	
<b>Net Balance Effect</b>	<b>\$0</b>	
<b>Other Funds</b>		
<b>Water Fund (43000)</b>		
<b>Revenues</b>	\$0	
<b>Expenditures</b>	\$0	
<b>Net Balance Effect</b>	<b>\$0</b>	
<b>Total Budget Balance Effect</b>	<b>\$0</b>	

**Budget Action Description:**

This budget action would add \$30,000 in the Seattle Public Utilities (SPU) Water Fund to improve the notification process for residents of multifamily buildings when the building is facing an imminent water shut-off. The budget action would also cut \$30,000 from an ongoing reserve account in the SPU Water

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SPU	1	A	2

Fund.

SPU's current process for multifamily building shut-offs is to inform residents through 30-day notices that are taped to the building's main entrances and exits. SPU also notifies the Seattle Department of Construction and Inspections (SDCI) 10 days before the shut-off is scheduled to occur. This funding will enable the department to perform the following additional actions:

- a) Mailing a 7-day notice directly to residents;
- b) Taping a 24-hour notice to the main entrances and exits and, for buildings that are accessible to SPU staff and have 15 or fewer units, placing door hangers on individual units; and
- c) Notifying SDCI 24 hours before a shut-off is scheduled to occur, and providing SDCI with a single point of contact within SPU for handling impending shut-off interactions.

### Budget Action Transactions

#	Transaction Description	Position Title	Number of Positions	FTE	Dept	BSL	Fund	Year	Revenue Amount	Expenditure Amount
1	Increase appropriations for resident notifications		0	0	SPU - SU000	SPU - BO-SU-N200B - Utility Service and Operations	43000 - Water Fund	2020	\$0	\$30,000
2	Reduce reserve appropriations for supplies		0	0	SPU - SU000	SPU - BO-SU-N000B - General Expense	43000 - Water Fund	2020	\$0	\$(30,000)



Legislation Text

---

**File #:** CBA SPU-100-A-1, **Version:** 1

---

Pass CB 119672 SPU 2020-2022 solid waste rates

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
SPU	100	A	1

**Budget Action Title:** Pass CB 119672 SPU 2020-2022 solid waste rates

Ongoing: Yes Has Budget Proviso: No

Has CIP Amendment: No

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Brian Goodnight

Council Bill or Resolution: CB 119672

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

**Budget Action Description:**

This budget action recommends passage of C.B. 119672, Seattle Public Utilities' (SPU's) 2020-2022 solid waste rates ordinance.

This C.B. would establish solid waste rates for residential and commercial customers for the period from April 1, 2020 to March 31, 2023. If approved, solid waste rates would, on average, increase 3.0 percent in 2020, 2.9 percent in 2021, and 2.9 percent in 2022. These proposed rates are below those projected in the Council-adopted 2017 Strategic Business Plan, which were between 3.0 percent and 4.0 percent annually. The proposed rates are also below the six-year solid waste average of 3.4 percent. As proposed, a typical single-family residential customer would have monthly bill increases of \$1.50 in 2020, \$1.50 in 2021, and \$1.60 in 2022.



Legislation Text

---

**File #:** CBA BLG-1-A-1, **Version:** 1

---

Pass CB 119667 the 3rd quarter 2019 grant acceptance ordinance, authorizing the acceptance of \$7 million of funding from non-City sources

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
BLG	1	A	1

**Budget Action Title:** Pass CB 119667 the 3rd quarter 2019 grant acceptance ordinance, authorizing the acceptance of \$7 million of funding from non-City sources

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Tom Mikesell

Council Bill or Resolution: CB 116667

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

**Budget Action Description:**

This budget action recommends passage of C.B. 119667, the 3rd quarter 2019 grant acceptance ordinance, which authorizes City departments to accept approximately \$7 million of funding from external sources to support a range of purposes, including:

- Washington State Department of Transportation Regional Mobility Grant: \$4,000,000 to the Transportation Fund to support design and construction of the Market/45th Multimodal Corridor project;
- 2020 -2022 Washington State Department of Transportation Local Programs: \$700,000 to the Transportation Fund for completion of the Ballard-Interbay Regional Transportation System Plan;
- Department of Homeland Security BioWatch Program: \$1,125,138 to the General Fund for the Seattle Fire Department to continue current BioWatch air quality monitoring activity and strengthen the area’s capacity to respond to biological terrorism; and,
- Washington State Department of Social and Human Services: \$254,195 to the General Fund to support naturalization assistance for State benefits recipients in the Office of Immigrant and Refugee Affairs’ New Citizen Program.

A full list of grants and donation acceptances in C.B. 119667 is included in the Summary ATT A - 3Q Grant Acceptance Ordinance Summary Detail Table.





Legislation Text

---

**File #:** CBA BLG-2-A-1, **Version:** 1

---

Pass CB 119668 the 3rd quarter 2019 supplemental appropriations ordinance, revising the 2019 budget

# 2020 Seattle City Council Budget Action

Agenda

Tab	Action	Option	Version
BLG	2	A	1

**Budget Action Title:** Pass CB 119668, the 3rd quarter 2019 supplemental appropriations ordinance, revising the 2019 budget

Ongoing: No Has Budget Proviso: No

Has CIP Amendment: No

Primary Sponsor: Budget Committee

Council Members:

Staff Analyst: Tom Mikesell

Council Bill or Resolution: CB 119668

Date		Total	LH	BH	KS	AP	DJ	MO	SB	TM	LG
	Yes	0									
	No	0									
	Abstain	0									
	Absent	0									

**Budget Action Description:**

This budget action recommends passage of Council Bill (C.B.) 119668, the 3rd quarter 2019 supplemental appropriations ordinance. C.B. 119668 would amend the 2019 Adopted Budget to provide expenditure authority to use the grants in the grant acceptance ordinance (C.B. 119667) and for other purposes in various City departments. It also makes several reductions to permitted 2019 expenditures, increasing starting fund balances available for the 2020 budget. The net impact on 2019 appropriations in the 3rd quarter supplemental is a reduction of approximately \$151.7 million, of which approximately \$1.8 million is General Fund (GF). Noteworthy changes include:

- Seattle Police Officer’s Guild Retro Reduction: \$7,420,969 GF decrease in the Seattle Police Department (SPD) for retroactive wage increase payments for the Seattle Police Officers Guild, covering 2015 through 2018, being lower than originally estimated;
- Reduce Appropriations for 2019 Hiring: \$5,000,000 GF decrease in SPD to reflect lower than budgeted sworn officer staffing levels due to an increase in unanticipated separations and difficulties in recruiting and hiring;
- Transfer to Judgement and Claims Fund: \$5,000,000 GF increase in Finance General for a transfer to the Judgement and Claims Fund in the Department of Finance and Administrative Services to provide additional funding due to several large unanticipated settlements and judgements in tort cases, and increased use of outside counsel;
- Support to Office of Labor Standards: \$1,300,000 GF increase in Finance General for a transfer to the Office of Labor Standards (OLS) Fund to support appropriation authority that carried forward to the new OLS Fund but never received the associated general fund resources to cover those expenses;

# 2020 Seattle City Council Budget Action

## Agenda

Tab	Action	Option	Version
BLG	2	A	1

- Expenditure Authority for Grants and Donations: \$3,001,652 increase, of which \$2,301,652 is in the GF, for expenditures supported by grants and donations that would be approved in C.B. 119667; and,
- Changes to Capital Improvements projects: \$32,652,684 net reduction to capital projects, largely in the Transportation Capital Program.



Legislation Text

File #: CB 119667, Version: 1

CITY OF SEATTLE

ORDINANCE \_\_\_\_\_

COUNCIL BILL \_\_\_\_\_

AN ORDINANCE authorizing, in 2019, acceptance of funding from non-City sources; authorizing the heads of the Executive Department, Department of Education and Early Learning, Seattle Police Department, Seattle Department of Transportation, and the Seattle Fire Department, to accept specified grants, private funding, and subsidized loans and to execute, deliver, and perform corresponding agreements; and ratifying and confirming certain prior acts.

**BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:**

Section 1. The Mayor or the Mayor’s designee, the Director of Education, the Chief of Police, the Director of Transportation, and the Fire Chief are authorized to accept the following non-City funding from the grantors listed below; and to execute, deliver, and perform, on behalf of The City of Seattle, agreements for the purposes described below. The funds, when received, shall be deposited in the receiving funds identified below to support future appropriations, or in support of, or as reimbursement for, the corresponding appropriations set forth in the ordinance introduced as Council Bill 119668.

Item	Department	Grantor	Purpose	Fund	Amount
1.1	Department of Education and Early Learning	Casey Family Programs	The Casey Family Programs grant funds a range of school climate improvement activities, through a contract with Seattle Public Schools, that includes: authentic engagement with families and communities, reduces disparities and improves outcomes for boys and men of color, improves school climate and culture, and documents process and captures lessons learned.	General Fund (00100)	\$68,750

1.2	Executive (Office of Immigrant and Refugee Affairs)	Seattle Housing Authority	Support for naturalization assistance to Seattle Housing Authority residents.	General Fund (00100)	\$1,485
1.3	Executive (Office of Immigrant and Refugee Affairs)	Washington State Department of Social and Human Services	WA Department of Social and Human Services support for naturalization assistance for State benefits recipients	General Fund (00100)	\$254,195
1.4	Seattle Department of Transportation	WSDOT	Funding for completion of the Ballard-Interbay Regional Transportation System Plan was allocated to The City of Seattle as part of the 2020-2022 Washington State Department of Transportation (WSDOT) Local Programs Biennial Budget.	Transportation Fund (13000)	\$700,000
1.5	Seattle Fire Department	Washington State Department of Health	The purpose of the Prehospital Participation Grant is to support participation in the trauma system by all licensed, trauma verified EMS services providing care in our state. The grant may be used for any cost associated with providing trauma care, including supplies, equipment, and training.	General Fund (00100)	\$1,266
1.6	Seattle Fire Department	Department of Homeland Security	The Department of Homeland Security's BioWatch Program provides early detection of a bioterrorism event and helps communities prepare a coordinated response. The combination of detection, rapid notification, and response planning helps federal, state, and local decision-makers take steps to save lives and mitigate damage.	General Fund (00100)	\$1,125,138

1.7	Seattle Police Department	Washington Association of Sheriffs and Police Chief	This allocation is supplemental funding to a Federal grant supporting the Internet Crimes Against Children program through the Office of Juvenile Justice & Delinquency Programs for the task force and existing agency budget for the department.	General Fund (00100)	\$425,000
1.8	Seattle Police Department	Bureau of Justice Assistance	This grant provides funding for law enforcement programs aimed at preventing and reducing crime.	General Fund (00100)	\$405,818
1.9	Seattle Department of Transportation	RMG	This grant supports the Market/45th Multimodal Corridor project (MC-TR-C078) design and construction, which will enhance transit speed and reliability on one of Seattle's primary east-west corridors.	Transportation Fund (13000)	\$4,000,000
<b>Total</b>					<b>\$6,981,652</b>

Section 2. The Mayor or the Mayor's designee is authorized to accept the following non-City funding from the donors listed below; and to execute, deliver, and perform, on behalf of The City of Seattle, agreements for the purposes described below. The funds, when received, shall be deposited in the receiving funds identified below to support future appropriations, or in support of, or as reimbursement for, the corresponding appropriations set forth in the ordinance introduced as Council Bill 119668.

Item	Department	Grantor	Purpose	Fund	Amount
2.1	Executive (Office of Immigrant and Refugee Affairs)	Lyft	This item is a donation to assist local citizenship applicants in purchasing bus or train tickets to travel to neighboring cities for citizenship interviews.	General Fund (00100)	\$10,000
2.2	Executive (Office of Immigrant and Refugee Affairs)	Uber	This item is a donation to assist local citizenship applicants in purchasing bus or train tickets to travel to neighboring cities for citizenship interviews.	General Fund (00100)	\$10,000

Total	\$20,000
-------	----------

Section 3. Any act consistent with the authority of this ordinance taken after its passage and prior to its effective date is ratified and confirmed.

Section 4. This ordinance shall take effect and be in force 30 days after its approval by the Mayor, but if not approved and returned by the Mayor within ten days after presentation, it shall take effect as provided by Seattle Municipal Code Section 1.04.020.

Passed by the City Council the \_\_\_\_\_ day of \_\_\_\_\_, 2019, and signed by me in open session in authentication of its passage this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
President \_\_\_\_\_ of the City Council

Approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Jenny A. Durkan, Mayor

Filed by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Monica Martinez Simmons, City Clerk

(Seal)

**SUMMARY and FISCAL NOTE\***

<b>Department:</b>	<b>Dept. Contact/Phone:</b>	<b>CBO Contact/Phone:</b>
City Budget Office	Jeanette Blankenship (5-0087)	Ben Noble (4-8160)

*\* Note that the Summary and Fiscal Note describes the version of the bill or resolution as introduced; final legislation including amendments may not be fully described.*

**1. BILL SUMMARY**

**Legislation Title:** AN ORDINANCE authorizing, in 2019, acceptance of funding from non-City sources; authorizing the heads of the Executive Department, Department of Education and Early Learning, Seattle Police Department, Seattle Department of Transportation, and the Seattle Fire Department, to accept specified grants, private funding, and subsidized loans and to execute, deliver, and perform corresponding agreements; and ratifying and confirming certain prior acts.

**Summary and background of the Legislation:** This Council Bill proposes the acceptance of 10 grants and/or private funds or donations from various agencies and organizations.

During the course of a year, City departments receive grant awards or opportunities for other funding resources that are not anticipated in the Adopted Budget. The City Budget Office formally accepts these funds by compiling departmental grants acceptances and similar agreements in separate ordinances second, third, and fourth quarter of the year. The attached ordinance contains grant-related requests received for the third quarter of 2019.

**2. CAPITAL IMPROVEMENT PROGRAM**

Does this legislation create, fund, or amend a CIP Project?          Yes   X   No

**3. SUMMARY OF FINANCIAL IMPLICATIONS**

Does this legislation amend the Adopted Budget?        X   Yes     No

Appropriation change (\$):	General Fund \$		Other \$	
	2019	2020	2019	2020
	\$0		\$0	
Estimated revenue change (\$):	Revenue to General Fund		Revenue to Other Funds	
	2019	2020	2019	2020
	\$2,301,652		\$4,700,000	
Positions affected:	No. of Positions		Total FTE Change	
	2019	2020	2019	2020

**Does the legislation have other financial impacts to the City of Seattle that are not reflected in the above, including direct or indirect, short-term or long-term costs?**

Yes. This legislation accepts funds from various non-City sources.



**Is there financial cost or other impacts of *not* implementing the legislation?**

The same objectives could not be achieved without this legislation.

**3.d. Appropriations**

This legislation adds, changes, or deletes appropriations.

**Appropriations Notes:** Appropriations related to items in this ordinance are identified in a companion supplemental ordinance.

**3.e. Revenues/Reimbursements**

This legislation adds, changes, or deletes revenues or reimbursements.

**Anticipated Revenue/Reimbursement Resulting from this Legislation:**

Department	Fund	Revenue Source	2019 Revenue	2020 Estimated Revenue
Department of Education and Early Learning	General Fund (00100)	Grants	\$68,750	
Executive (Office of Immigrant and Refugee Affairs)	General Fund (00100)	Grants	\$255,680	
Seattle Department of Transportation	Transportation Fund (13000)	Grants	\$4,700,000	
Seattle Fire Department	General Fund (00100)	Grants	\$1,126,404	
Seattle Police Department	General Fund (00100)	Grants	\$830,818	
Office of Immigrant and Refugee Affairs	General Fund (00100)	Donations	\$20,000	
<b>TOTAL</b>			<b>\$6,991,652</b>	

See Attachment A to this document for details.

**3.f. Positions**

This legislation adds, changes, or deletes positions.

#### 4. OTHER IMPLICATIONS

- a. Does this legislation affect any departments besides the originating department?**  
Yes, this legislation impacts a number of departments 2019 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.
- b. Is a public hearing required for this legislation?**  
No
- c. Does this legislation require landlords or sellers of real property to provide information regarding the property to a buyer or tenant?**  
No
- d. Is publication of notice with *The Daily Journal of Commerce* and/or *The Seattle Times* required for this legislation?**  
No
- e. Does this legislation affect a piece of property?**  
No
- f. Please describe any perceived implication for the principles of the Race and Social Justice Initiative. Does this legislation impact vulnerable or historically disadvantaged communities?**  
Please see Attachment A to this document for any RSJI implications.
- g. If this legislation includes a new initiative or a major programmatic expansion: What are the specific long-term and measurable goal(s) of the program? How will this legislation help achieve the program's desired goal(s).**  
Please see Attachment A to this document for any RSJI implications.

**List attachments/exhibits below:**

Summary Attachment A – 2019 3Q Grant Acceptance Ordinance Summary Detail Table

**2019 Third Quarter Grant Acceptance Ordinance Summary Detail Table**

<b>Item #</b>	<b>Title</b>	<b>Description</b>	<b>Amount/FTE</b>
<b>Section 1 – Grant Acceptances</b>			
1.1	Casey Family Programs Grant (Department of Education and Early Learning)	This item accepts a grant in the amount of \$68,750 from the Casey Family Programs. This grant was originally received in 2017 to fund a number of different activities in DEEL including continued work related to Our Best and school climate. Since the original grant was received, DEEL has received additional funding from the Casey Family Programs to support this work. The Casey Family Programs grant funds a range of school climate improvement activities, through a contract with Seattle Public Schools, that includes: authentic engagement with families and communities, reduces disparities and improves outcomes for boys and men of color, improves school climate and culture, and documents process and captures lessons learned. This request reconciles DEEL’s appropriation authority with revenue received to date.	\$68,750
1.2	SHA award adjustment (Executive (Office of Immigrant and Refugee Affairs))	This item accepts a grant in the amount of \$1,485 in from Seattle Housing Authority (SHA). This adjusts the SHA award revenue to the correct 2019 level of \$27,426, which was not known at the time of 2019 budget adoption. This grant supports naturalization assistance for Seattle Housing Authority residents and runs from January 1, 2019 through December 31, 2019.	\$1,485
1.3	DSHS 2019-20 Award Adjustment (Executive (Office of Immigrant and Refugee Affairs))	This item accepts a grant in the amount of \$254,195 from the Washington State Department of Social and Human Services. This increment adds to \$170,805 already budgeted to reach a total grant award of \$425,000. This grant supports naturalization assistance for State benefits recipients in OIRA’s New Citizen Program and runs from July 1, 2019 through June 30, 2020.	\$254,195
1.4	Ballard Magnolia Regional Transportation System Plan (Seattle Department of Transportation)	This item accepts a grant in the amount of \$700,000 from the Washington State Department of Transportation. This funding will be used for completion of the Ballard-Interbay Regional Transportation System Plan was allocated to the City of Seattle as part of the 2020-2022 Washington State Department of Transportation (WSDOT) Local Programs Biennial Budget. This funding allocation stipulates that SDOT will develop a plan and report to improve mobility for people and freight, including an analysis of how to maintain the current and future capacities of the Ballard and Magnolia Bridges, and a recommended timeline for constructing new bridges. The study shall be developed in coordination and partnership with the Port of Seattle, Sound Transit, King County, WSDOT and the Washington Military Department. This appropriation shall remain in place throughout 2019 and 2020 to accommodate the report deadline of November 1, 2020.	\$700,000

Item #	Title	Description	Amount/FTE
1.5	Washington State Pre-Hospital Participation Grant (Seattle Fire Department)	This item accepts a grant in the amount of \$1,266 in the Operations BSL for a grant from the Washington State Department of Health Trauma Care Fund. This grant provides reimbursement for medical supplies purchased by the SFD Medic One Program. The period of performance for this grant is 1/1/19 through 12/31/19. There are no new positions associated with this project and no match required.	\$1,266
1.6	BioWatch 2019-20 Continuation Grant (Seattle Fire Department)	This item accepts a grant in the amount of \$1,125,138 in the Operations BSL for a grant from the Department of Homeland Security. This grant provides for continuation of current BioWatch program activities in the Seattle area. This includes air-quality testing and monitoring for 18 collector sites and strengthening the area's response network with respect to biological terrorism. The period of performance for this grant is 7/1/19 through 4/30/20. There are no new positions associated with this project and no match required.	\$1,125,138
1.7	State ICAC Allocation (Seattle Police Department)	This item accepts a grant in the amount of \$425,000 from the Washington State Legislature. This funding supports the multi-jurisdictional Washington State Internet Crimes Against Children (ICAC) Task Force. The funding will be used for salary and benefits for 50% of Deputy Prosecuting Attorney, training, equipment and overtime for detectives on ICAC investigations. There are no matching requirements or capital improvement projects associated with this item.	\$425,000
1.8	FY 2017 Justice Assistance Grant (Seattle Police Department)	This item accepts a grant in the amount of \$405,818 from the U.S. Department of Justice under the Edward Byrne Memorial Justice Assistance Grant (JAG) program. The Seattle Police Department submits the JAG application for the entire Seattle region which is receiving \$657,975. Of that, Seattle receives \$252,157 which funds three existing civilian Crime Prevention Coordinator positions and was appropriated in the 2019 Second Quarter Supplemental Ordinance. This item accepts and appropriates the remaining award dollars for the surrounding jurisdictions. The term of this grant runs from October 1, 2016 to September 30, 2020. There are no matching requirements or capital improvement projects associated with this item.	\$405,818
1.9	Play Area Renovations Appropriation (Seattle Department of Transportation)	This item accepts a grant in the amount of \$4,000,000 from the Washington State Department of Transportation Regional Mobility Grant (RMG) as part of the Market /45th Multimodal Corridor project (MC-TR-C078). This grant supports the project design and construction which will enhance transit speed and reliability on one the city's primary east west corridors. Funding is appropriated in the 2020 Proposed Budget in the Mobility Capital BSL (BC-TR-19003) and the match will be provided by Move Seattle Levy funds.	\$4,000,000

Item #	Title	Description	Amount/FTE
<b>Section 2 – Accepting Donations</b>			
2.1	Lyft Donation Award (Executive (Office of Immigrant and Refugee Affairs))	This item accepts a donation in the amount of \$10,000 from Lyft, to be used to assist local citizenship applicants in purchasing bus or train tickets to travel to neighboring cities for citizenship interviews.	\$10,000
2.2	Uber Donation Award (Executive (Office of Immigrant and Refugee Affairs))	This item accepts a donation in the amount of \$10,000 from Uber, to be used to assist local citizenship applicants in purchasing bus or train tickets to travel to neighboring cities for citizenship interviews.	\$10,000



Legislation Text

File #: CB 119668, Version: 1

CITY OF SEATTLE

ORDINANCE \_\_\_\_\_

COUNCIL BILL \_\_\_\_\_

AN ORDINANCE amending Ordinance 125724, which adopted the 2019 Budget, including the 2019-2024 Capital Improvement Program (CIP); changing appropriations to various departments and budget control levels, and from various funds in the Budget; revising project allocations for certain projects in the 2019-2024 CIP; creating non-exempt positions; and ratifying and confirming certain prior acts; all by a 3/4 vote of the City Council.

**BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:**

Section 1. The appropriations for the following items in the 2019 Adopted Budget are reduced from the funds shown below:

Item	Department	Fund	Budget Summary Level/BCL Code	Amount
1.1	Human Services Department	General Fund (00100)	Addressing Homelessness (00100-BO-HS-H3000)	(\$125,000)
1.2	Seattle Police Department	General Fund (00100)	East Precinct (00100-BO-SP-P6600)	(\$1,147,960)
1.3	Seattle Police Department	General Fund (00100)	Southwest Precinct (00100-BO-SP-P6700)	(\$383,545)
1.4	Seattle Police Department	General Fund (00100)	Patrol Operations (00100-BO-SP-P1800)	(\$5,000,000)
1.5	Seattle Police Department	General Fund (00100)	Patrol Operations (00100-BO-SP-P1800)	(\$3,551,347)
1.6	Seattle Police Department	General Fund (00100)	West Precinct (00100-BO-SP-P6100)	(\$807,269)
1.7	Seattle Police Department	General Fund (00100)	North Precinct (00100-BO-SP-P6200)	(\$1,530,848)
<b>Total</b>				<b>(\$12,545,969)</b>

Section 2. In order to pay for necessary costs and expenses incurred or to be incurred in 2019, but for which

insufficient appropriations were made due to causes that could not reasonably have been foreseen at the time of making the 2019 Budget, appropriations for the following items in the 2019 Budget are increased from the funds shown, as follows:

<b>Item</b>	<b>Department</b>	<b>Fund</b>	<b>Budget Summary Level/ BCL Code</b>	<b>Amount</b>
2.1	Department of Education and Early Learning	General Fund (00100)	Early Learning (00100-BO-EE-IL100)	\$350,000
2.2	Department of Finance & Administrative Services	General Fund (00100)	Regulatory Compliance and Consumer Protection (00100-BO-FA-RCCP)	\$234,000
2.3	Department of Finance & Administrative Services	Judgment/Claims Fund (00126)	Judgment & Claims Litigation (00126-BO-FA-JR000)	\$7,650,000
2.4	Department of Finance & Administrative Services	Judgment/Claims Fund (00126)	Judgment & Claims Police Action (00126-BO-FA-JR020)	\$750,000
2.5	Department of Finance & Administrative Services	Judgment/Claims Fund (00126)	Judgment & Claims Claims (00126-BO-FA-CJ000)	\$5,000,000
2.6	Department of Finance & Administrative Services	General Fund (00100)	City Finance (00100-BO-FA-CITYFINANCE)	\$85,000
2.7	Finance General	General Fund (00100)	Appropriation to Special Funds (00100-BO-FG-2QA00)	\$5,000,000
2.8	Finance General	General Fund (00100)	Appropriation to Special Funds (00100-BO-FG-2QA00)	\$510,000
2.9	Human Services Department	General Fund (00100)	Promoting Public Health (00100-BO-HS-H7000)	\$162,000
2.10	Human Services Department	General Fund (00100)	Promoting Public Health (00100-BO-HS-H7000)	\$12,250
2.11	Executive (Office of Planning and Community Development)	General Fund (00100)	Planning and Community Development (00100-BO-PC-X2P00)	\$12,125
2.12	Seattle Department of Construction and Inspections	Construction & Inspections (48100)	Permit Services (48100-BO-CI-U2300)	\$9,923
2.13	Seattle Department of Construction and Inspections	Construction & Inspections (48100)	Inspections (48100-BO-CI-U23A0)	\$36,341

		Construction & Inspections (48100)	Compliance (48100-BO-CI-U2400)	\$5,284
		Construction & Inspections (48100)	Land Use Services (48100-BO-CI-U2200)	\$29,849
		Construction & Inspections (48100)	Permit Services (48100-BO-CI-U2300)	\$36,678
		General Fund (00100)	Compliance (00100-BO-CI-U2400)	\$8,349
		General Fund (00100)	Government Policy, Safety & Support (00100-BO-CI-U2600)	\$2,500
		Construction & Inspections (48100)	Government Policy, Safety & Support (48100-BO-CI-U2600)	\$1,538
2.14	Seattle Police Department	General Fund (00100)	Patrol Operations (00100-BO-SP-P1800)	\$52,000
2.15	Finance General	General Fund (00100)	Appropriation to Special Funds (00100-BO-FG-2QA00)	\$1,300,000
<b>Total</b>				<b>\$21,247,837</b>

Section 3. In order to pay for necessary costs and expenses incurred or to be incurred in 2019, but for which insufficient appropriations were made due to causes that could not reasonably have been foreseen at the time of making the 2019 Budget, appropriations for the following items, which are backed by new revenues, in the 2019 Budget are increased from the funds shown, as follows:

Item	Department	Fund	Budget Summary Level/ BCL Code	Amount
3.1	Department of Finance & Administrative Services	Finance & Administrative Services Fund (50300)	Facilities Services (50300-BO-FA-FACILITY)	\$154,000
3.2	Law Department	General Fund (00100)	Civil (00100-BO-LW-J1300)	\$323,500
3.3	Law Department	General Fund (00100)	Criminal (00100-BO-LW-J1500)	\$367,840
3.4	Law Department	General Fund (00100)	Precinct Liaison (00100-BO-LW-J1700)	\$152,000
3.5	Seattle Department of Human Resources	General Fund (00100)	Leadership and Administration (00100-BO-HR-N5000)	\$16,251



		General Fund (00100)	HR Services (00100-BO-HR-N6000)	\$47,268
<b>Total</b>				<b>\$1,060,859</b>

Section 4. Contingent upon the execution of the grant or other funding agreement authorized in Section 1 of the ordinance introduced as Council Bill 119667, the appropriations for the following items in the 2019 Budget are increased from the funds shown, as follows:

Item	Department	Fund	Budget Summary Level/ BCL Code	Amount
4.1	Department of Education and Early Learning	General Fund (00100)	K-12 Programs (00100-BO-EE-IL200)	\$68,750
4.2	Executive (Office of Immigrant and Refugee Affairs)	General Fund (00100)	Office of Immigrant and Refugee Affairs (00100-BO-IA-X1N00)	\$1,485
4.3	Executive (Office of Immigrant and Refugee Affairs)	General Fund (00100)	Office of Immigrant and Refugee Affairs (00100-BO-IA-X1N00)	\$254,195
4.4	Seattle Department of Transportation	Transportation Fund (13000)	Mobility Operations (13000-BO-TR-17003)	\$700,000
4.5	Seattle Fire Department	General Fund (00100)	Operations (00100-BO-FD-F3000)	\$1,266
4.6	Seattle Fire Department	General Fund (00100)	Operations (00100-BO-FD-F3000)	\$1,125,138
4.7	Seattle Police Department	General Fund (00100)	Criminal Investigations (00100-BO-SP-P7000)	\$425,000
4.8	Seattle Police Department	General Fund (00100)	Chief of Police (00100-BO-SP-P1000)	\$405,818
<b>Total</b>				<b>\$2,981,652</b>

Unspent funds so appropriated shall carry forward to subsequent fiscal years until they are exhausted or abandoned by ordinance.

Section 5. Contingent upon the execution of the grant or other funding agreement authorized in Section 2 of the ordinance introduced as Council Bill 119667, the appropriations for the following item in the 2019 Budget are increased from the funds shown, as follows:

Item	Department	Fund	Budget Summary Level/BCL Code	Amount
------	------------	------	-------------------------------	--------

5.1	Executive (Office of Immigrant and Refugee Affairs)	General Fund (00100)	Office of Immigrant and Refugee Affairs (00100-BO-IA-X1N00)	\$10,000
5.2	Executive (Office of Immigrant and Refugee Affairs)	General Fund (00100)	Office of Immigrant and Refugee Affairs (00100-BO-IA-X1N00)	\$10,000
<b>Total</b>				<b>\$20,000</b>

Section 6. The appropriations for the following items in the 2019 Adopted Budget are modified, as follows:

Item	Department	Fund	Budget Summary Level/ BCL Code	Additional Budget Appropriation
6.1	Human Services Department	General Fund (00100)	Addressing Homelessness (00100-BO-HS-H3000)	(\$212,985)
		Human Services Fund (16200)	Addressing Homelessness (16200-BO-HS-H3000)	\$212,985
6.2	Human Services Department	General Fund (00100)	Leadership and Administration (00100-BO-HS-H5000)	(\$125,000)
	Department of Neighborhoods	General Fund (00100)	Community Building (00100-BO-DN-I3300)	\$125,000
6.3	Executive (Office of Housing)	Office of Housing Fund (16600)	Leadership and Administration (16600-BO-HU-1000)	(\$523,731)
		Office of Housing Fund (16600)	Homeownership & Sustainability (16600-BO-HU-2000)	\$270,406
		Office of Housing Fund (16600)	Multifamily Housing (16600-BO-HU-3000)	\$253,325
6.4	Executive (Office of Housing)	Office of Housing Fund (16600)	Leadership and Administration (16600-BO-HU-1000)	(\$450,337)
		Office of Housing Fund (16600)	Homeownership & Sustainability (16600-BO-HU-2000)	\$265,874
		Office of Housing Fund (16600)	Multifamily Housing (16600-BO-HU-3000)	\$184,463
		General Fund (00100)	Leadership and Administration (00100-BO-HU-1000)	(\$263)
		General Fund (00100)	Homeownership & Sustainability (00100-BO-HU-2000)	\$263
6.5	Executive (Office of Economic Development)	General Fund (00100)	Business Services (00100-BO-ED-X1D00)	\$400,000

Executive (Office of Planning and Community Development)	General Fund (00100)	Planning and Community Development (00100-BO-PC-X2P00)	(\$400,000)
<b>Net Change</b>			<b>\$0</b>

Section 7. Appropriations in the 2019 Adopted Budget and project allocations in the 2019-2024 Adopted

Capital Improvement Program are modified as follows:

Item	Department	Fund	Budget Summary Level/ BCL Code	BCL Appropriation Change	CIP Project Name	Allocation (in \$000's)
7.1	Seattle Department of Information Technology	Information Technology Fund (50410)	Capital Improvement Projects (50410-BC-IT-C7000)	(\$793,292)	Applications Development - SDOT (MC-IT-C6306)	(((\$5,204)) <u>\$4,410</u> )
7.2	Seattle Department of Transportation	Transportation Fund (13000)	Major Projects (13000-BC-TR-19002)	(\$3,906,986)	Alaskan Way Main Corridor (MC-TR-C072)	(((\$45,524)) <u>\$41,618</u> )
		Central Waterfront Imp Fund (35900)	Major Projects (35900-BC-TR-19002)	(\$11,111,461)	Alaskan Way Main Corridor (MC-TR-C072)	(((\$12,146)) <u>\$1,035</u> )
7.3	Seattle Department of Transportation	Move Seattle Levy Fund (10398)	Mobility-Capital (10398-BC-TR-19003)	(\$10,326,894)	S Lander St. Grade Separation (MC-TR-C028)	(((\$29,413)) <u>\$19,087</u> )
		2017 LTGO Taxable Bond Fund (36410)	Mobility-Capital (36410-BC-TR-19003)	(\$2,000,000)	S Lander St. Grade Separation (MC-TR-C028)	(((\$2,086)) <u>\$86</u> )
7.4	Seattle Department of Transportation	Move Seattle Levy Fund (10398)	Mobility-Capital (10398-BC-TR-19003)	(\$6,156,889)	S Lander St. Grade Separation (MC-TR-C028)	(((\$3,576)) <u>(\$2,580)</u> )

7.5	Seattle Department of Transportation	Transportation Fund (13000)	Mobility-Capital (13000-BC-TR-19003)	(\$3,000,000)	Rainier/Jackson Multimodal Corridor (MC-TR-C053)	(((3,000)) \$0
7.6	Seattle Department of Transportation	Transportation Fund (13000)	Mobility-Capital (13000-BC-TR-19003)	(\$5,296,665)	Route 48 South Electrification (MC-TR-C081)	(((5,296)) \$0
		Move Seattle Levy Fund (10398)	Mobility-Capital (10398-BC-TR-19003)	(\$945,048)	Route 48 South Electrification (MC-TR-C081)	(((985)) (\$40)
7.7	Seattle Department of Transportation	Move Seattle Levy Fund (10398)	Mobility-Capital (10398-BC-TR-19003)	(\$4,600,000)	Madison Street Bus Rapid Transit (MC-TR-C051)	(((6,272)) (\$1,672)
7.8	Seattle Department of Transportation	Move Seattle Levy Fund (10398)	Mobility-Capital (10398-BC-TR-19003)	(\$1,200,000)	Transit Corridor Improvements (MC-TR-C029)	(((2,659)) (\$1,459)
7.9	Seattle Department of Transportation	Move Seattle Levy Fund (10398)	Mobility-Capital (10398-BC-TR-19003)	(\$712,053)	Fauntleroy Way SW Boulevard (MC-TR-C046)	(((1,921)) (\$1,209)
7.10	Seattle Department of Transportation	Move Seattle Levy Fund (10398)	Mobility-Capital (10398-BC-TR-19003)	(\$625,150)	Northgate Bridge and Cycle Track (MC-TR-C030)	(((6,155)) (\$5,531)
<b>Total</b>				<b>(\$49,881,146)</b>		

Section 8. To pay for necessary capital costs and expenses incurred or to be incurred, but for which insufficient appropriations were made due to causes that could not reasonably have been foreseen at the time the 2019 Budget was adopted, appropriations in the 2019 Adopted Budget and project allocations in the 2019-2024 Adopted Capital Improvement Program are increased as follows:

---

Item	Department	Fund	Budget Summary Level/ BCL Code	BCL Appropriation Change	CIP Project Name	Allocation (in \$000's)
8.1	Seattle Department of Transportation	Transportation Fund (13000)	Major Projects (13000-BC-TR-19002)	\$1,200,000	Alaskan Way Main Corridor (MC-TR-C072)	(((\$41,618)) <u>\$42,818</u>
		Central Waterfront Improvement Fund (35900)	Major Projects (35900-BC-TR-19002)	\$460,000	Alaskan Way Main Corridor (MC-TR-C072)	(((\$1,035)) <u>\$1,495</u>
8.2	Seattle Department of Transportation	Transportation Fund (13000)	Mobility-Capital (13000-BC-TR-19003)	\$1,098,574	S Lander St. Grade Separation (MC-TR-C028)	(((\$19,087)) <u>\$20,186</u>
8.3	Seattle Department of Transportation	Transportation Fund (13000)	Mobility-Capital (13000-BC-TR-19003)	\$5,033,659	S Lander St. Grade Separation (MC-TR-C028)	(((\$20,186)) <u>\$25,219</u>
8.4	Seattle Department of Transportation	Transportation Benefit District Fund (19900)	Mobility-Capital (19900-BC-TR-19003)	\$393,134	Transit Corridor Improvements (MC-TR-C029)	(((\$4,800)) <u>\$5,191</u>
8.5	Seattle Department of Transportation	Move Seattle Levy Fund (10398)	Mobility-Capital (10398-BC-TR-19003)	\$600,455	23rd Avenue Corridor Improvements (MC-TR-C037)	(((\$4,765)) <u>\$5,365</u>
8.6	Seattle Department of Transportation	Transportation Fund (13000)	Mobility-Capital (13000-BC-TR-19003)	\$200,000	Delridge Multimodal Corridor (MC-TR-C042)	(((\$1,661)) <u>\$1,861</u>
8.7	Seattle Department of Transportation	Move Seattle Levy Fund (10398)	Mobility-Capital (10398-BC-TR-19003)	\$856,281	Rainier/Jackson Multimodal Corridor (MC-TR-C053)	(((\$216)) <u>\$640</u>

8.8	Seattle Department of Transportation	Move Seattle Levy Fund (10398)	Mobility-Capital (10398-BC-TR-19003)	\$513,749	Freight Spot Improvement Program (MC-TR-C047)	<del>(\$525)</del> <u>\$1,039</u>
8.9	Seattle Department of Transportation	Transportation Fund (13000)	Mobility-Capital (13000-BC-TR-19003)	\$200,000	Roosevelt Multimodal Corridor (MC-TR-C013)	<del>(\$4,230)</del> <u>\$4,430</u>
8.10	Seattle Department of Transportation	Move Seattle Levy Fund (10398)	Mobility-Capital (10398-BC-TR-19003)	\$2,111,581	Next Generation Intelligent Transportation Systems (ITS) (MC-TR-C021)	<del>(\$849)</del> <u>\$1,262</u>
8.11	Seattle Department of Transportation	Transportation Fund (13000)	Mobility-Capital (13000-BC-TR-19003)	\$544,000	Bike Master Plan - Greenways (MC-TR-C063)	<del>(\$66)</del> <u>\$478</u>
8.12	Seattle Department of Transportation	Transportation Fund (13000)	Mobility-Capital (13000-BC-TR-19003)	\$1,074,000	Bike Master Plan - Greenways (MC-TR-C063)	<del>(\$478)</del> <u>\$1,552</u>
8.13	Seattle Department of Transportation	Transportation Fund (13000)	Mobility-Capital (13000-BC-TR-19003)	\$609,174	Pedestrian Master Plan - School Safety (MC-TR-C059)	<del>(\$312)</del> <u>\$921</u>
8.14	Seattle Department of Transportation	Transportation Fund (13000)	Mobility-Capital (13000-BC-TR-19003)	\$829,100	Pedestrian Master Plan - New Sidewalks (MC-TR-C058)	<del>(\$4,938)</del> <u>\$5,767</u>
8.15	Seattle Department of Transportation	Transportation Fund (13000)	Mobility-Capital (13000-BC-TR-19003)	\$435,405	Bike Master Plan - Protected Bike Lanes (MC-TR-C062)	<del>(\$7,491)</del> <u>\$7,926</u>
8.16	Department of Parks and Recreation	2013 King County Parks Levy (36000)	Fix It First (36000-BC-PR-40000)	\$199,000	Play Area Renovations (MC-PR-41039)	<del>(\$2,147)</del> <u>\$2,346</u>

8.17	Department of Parks and Recreation	Seattle Preschool Levy Fund (17861)	Fix It First (17861-BC-PR-40000)	\$870,350	Joint Preschool Site and Tenant Improvements (MC-PR-41042)	<del>(((\$1))</del> <u>\$871</u>
<b>Total</b>				<b>\$17,228,462</b>		

Allocation modifications for the Seattle Department of Transportation, Seattle Public Utilities, and Seattle City Light in this section shall operate for the purposes of increasing or decreasing the base for the limit imposed by subsection 4(c) of Ordinance 125724.

Section 9. Appropriations in the 2019 Adopted Budget and project allocations in the 2019-2024 Adopted Capital Improvement Program are modified as follows:

Item	Department	Fund	Budget Summary Level/ BCL Code	Additional Budget Appropriation	CIP Project Name	Allocation (in \$000's)
9.1	Department of Finance & Administrative Services	REET I Capital Projects Fund (30010)	General Government Facilities - General (30010 -BC-FA-GOVTFAC)	(\$91,254)	Charles Street Campus Development (MC-FA-CHASDEV)	<del>(((\$91,254))</del> <u>\$0</u>
		REET I Capital Projects Fund (30010)	General Government Facilities - General (30010 -BC-FA-GOVTFAC)	\$91,254	Seattle Municipal Tower Facility Upgrades (MC-FA-SMTUPG)	<del>(((\$1,573))</del> <u>\$1,664</u>
9.2	Department of Finance & Administrative Services	Finance & Administrative Services Fund (50300)	FAS Project Delivery Services (50300 -BC-FA-FASPDS)	(\$5,357,000)	Customer Requested Tenant Improvement Program (MC-FA-FASPDS)	<del>(((\$10,033))</del> <u>\$4,676</u>

		Finance & Administrative Services Fund (50300)	General Government Facilities - General (50300 -BC-FA-GOVTFAC)	\$5,357,000	Customer Requested Tenant Improvement Program (MC-FA-CREQTIMP)	(( <del>\$0</del> ) <u>\$5,357</u> )
9.3	Department of Parks and Recreation	REET I Capital Projects Fund (30010)	Fix It First (30010-BC-PR-40000)	\$1,323,265	Municipal Energy Efficiency Program - Parks (MC-PR-41030)	(( <del>\$0</del> ) <u>\$1,323</u> )
	Seattle Center	REET I Capital Projects Fund (30010)	Building and Campus Improvements (30010-BC-SC-S03P01)	\$688,242	Municipal Energy Efficiency Program (MC-SC-S1003)	(( <del>\$0</del> ) <u>\$688</u> )
	Department of Finance & Administrative Services	REET I Capital Projects Fund (30010)	FAS Oversight - External Projects (30010 -BC-FA-EXTPROJ)	(\$2,359,661)	Energy Efficiency for Municipal Buildings (MC-FA-ENEFFMBLD)	(( <del>\$7,304</del> ) <u>\$4,941</u> )
	Seattle Public Library	REET I Capital Projects Fund (30010)	Capital Improvements (30010-BC-PL-B3000)	\$348,154	Library Major Maintenance (MC-PL-B3011)	(( <del>\$0</del> ) <u>\$348</u> )
9.4	Seattle Department of Information Technology (SeaIT)	Information Technology Fund (50410)	Capital Improvement Projects (50410 -BC-IT-C7000)	(\$954,138)	Next Generation Data Center (MC-IT-C9503)	(( <del>\$1,537</del> ) <u>\$583</u> )
		Information Technology Fund (50410)	Capital Improvement Projects (50410 -BC-IT-C7000)	\$954,138	Seattle Municipal Tower Remodel - IT (MC-IT-C9501)	(( <del>\$5,528</del> ) <u>\$6,482</u> )
9.5	Seattle Department of Information Technology (SeaIT)	Information Technology Fund (50410)	Capital Improvement Projects (50410 -BC-IT-C7000)	(\$525,317)	Enterprise Computing (MC-IT-C3200)	(( <del>\$525</del> ) <u>\$0</u> )



		Information Technology Fund (50410)	Capital Improvement Projects (50410-BC-IT-C7000)	\$525,317	Computing Services Architecture (MC-IT-C3201)	(((5,271)) \$5,796
9.6	Seattle Department of Transportation	SSTPI Fund (18500)	Mobility-Capital (18500-BC-TR-19003)	\$653,000	Pedestrian Master Plan - School Safety (MC-TR-C059)	(((1,137)) \$1,790
		SSTPI Fund (18500)	Mobility-Capital (18500-BC-TR-19003)	(\$653,000)	Pedestrian Master Plan - New Sidewalks (MC-TR-C058)	(((7,950)) \$7,297
<b>Net Change</b>				<b>\$0</b>		

Allocation modifications for the Seattle Department of Transportation, Seattle Public Utilities, and Seattle City Light in this section shall operate for the purposes of increasing or decreasing the base for the limit imposed by subsection 4(c) of Ordinance 125724.

Section 10. Appropriations in the 2019 Budget, representing appropriations no longer needed for completing grants or revenue generating service contracts, are abandoned from the Budget Summary Levels and funds shown, as follows:

Item	Department	Fund	Budget Summary Level/BCL Code	Amount
10.1	Seattle Public Utilities	Water Fund (43000)	Distribution (43000-BC-SU-C110B)	(\$13,541,132)
			Transmission (43000-BC-SU-C120B)	(\$8,056,835)
			Watershed Stewardship (43000-BC-SU-C130B)	(\$1,635)
			Water Quality & Treatment (43000-BC-SU-C140B)	(\$1,114,619)
			Water Resources (43000-BC-SU-C150B)	(\$5,053,482)
			Habitat Conservation Program (43000-BC-SU-C160B)	(\$581,846)
			Shared Cost Projects (43000-BC-SU-C410B)	(\$22,713,890)
			Technology (43000-BC-SU-C510B)	(\$2,116)
		Drainage and Wastewater Fund (44010)	Protection of Beneficial Uses (44010-BC-SU-C333B)	(\$5,621,845)
			Sediments (44010-BC-SU-C350B)	(\$1,612,628)

			Combined Sewer Overflows (44010-BC-SU-C360B)	(\$12,349,115)
			Rehabilitation (44010-BC-SU-C370B)	(\$16,280,148)
			Flooding, Sewer Backup & Landslide (44010-BC-SU-C380B)	(\$10,014,092)
			Shared Cost Projects (44010-BC-SU-C410B)	(\$31,325,629)
			Technology (44010-BC-SU-C510B)	(\$256,606)
		Solid Waste Fund (45010)	New Facilities (45010-BC-SU-C230B)	(\$62,170)
			Rehabilitation & Heavy Equipment (45010-BC-SU-C240B)	(\$168,994)
			Shared Cost Projects (45010-BC-SU-C410B)	(\$51,153)
			Technology (45010-BC-SU-C510B)	(\$2,234,352)
<b>Total</b>				<b>(\$131,042,287)</b>

Allocation modifications in this section shall operate for the purposes of increasing or decreasing the base for the limit imposed by subsection 4(c) of Ordinance 125724.

Section 11. The following new position is created in the following department:

Item	Department	Position Title	Position Status	Number
11.1	Seattle Department of Construction and Inspections	Permit Spec II	Full-time	1.0
<b>Total</b>				<b>1.0</b>

The Director of the Seattle Department of Construction and Inspections is authorized to fill this position subject to Seattle Municipal Code Title 4, the City’s Personnel Rules, Civil Service Rules, and applicable employment laws.

Section 12. The following positions are transferred from the Information Technology Department to the Seattle Public Utilities:

Item	Department	Position Title	Position #	Position Status	Number
12.1	Seattle Public Utilities	Info Technol Prof B-BU	24254	Full-time	1.0
	Seattle Public Utilities	Info Technol Prof B-BU	24267	Full-time	1.0
	Seattle Department of Information Technology	Info Technol Prof B-BU	24254	Full-time	(1.0)

	Seattle Department of Information Technology	Info Technol Prof B-BU	24267	Full-time	(1.0)
Net Change					0

Section 13. Any act consistent with the authority of this ordinance taken after its passage and prior to its effective date is ratified and confirmed.

Section 14. This ordinance shall take effect and be in force 30 days after its approval by the Mayor, but if not approved and returned by the Mayor within ten days after presentation, it shall take effect as provided by Seattle Municipal Code Section 1.04.020.

Passed by a 3/4 vote of all the members of the City Council the \_\_\_\_\_ day of \_\_\_\_\_, 2019, and signed by me in open session in authentication of its passage this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
President \_\_\_\_\_ of the City Council

Approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Jenny A. Durkan, Mayor

Filed by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_

Monica Martinez Simmons, City Clerk

(Seal)

**SUMMARY and FISCAL NOTE\***

<b>Department:</b>	<b>Dept. Contact/Phone:</b>	<b>CBO Contact/Phone:</b>
City Budget Office	Jeanette Blankenship (5-0087)	Ben Noble (4-8160)

*\* Note that the Summary and Fiscal Note describes the version of the bill or resolution as introduced; final legislation including amendments may not be fully described.*

**1. BILL SUMMARY**

**Legislation Title:** AN ORDINANCE amending Ordinance 125724, which adopted the 2019 Budget, including the 2019-2024 Capital Improvement Program (CIP); changing appropriations to various departments and budget control levels, and from various funds in the Budget; revising project allocations for certain projects in the 2019-2024 CIP; creating non-exempt positions; and ratifying and confirming certain prior acts; all by a 3/4 vote of the City Council.

**Summary and background of the Legislation:** This Council Bill proposes several adjustments to the 2019 Adopted Budget.

The City Budget Office compiles departmental requests for spending adjustments to the Adopted Budget into a quarterly Supplemental Ordinance for review and approval by the City Council. These quarterly Bills accomplish the following:

- Adjusts appropriation authority to Budget Control Levels approved in the Adopted Budget or subsequent legislation;
- Makes changes to departments position authority
- Adjusts for unanticipated actual and projected revenues;
- Appropriates funding backed by new revenue sources, such as grants and private donations.

This supplemental ordinance is accompanied by a Grant Acceptance Ordinance.

**2. CAPITAL IMPROVEMENT PROGRAM**

**Does this legislation create, fund, or amend a CIP Project?**        X   Yes    No

Please see Attachment A to this ordinance for details.

**3. SUMMARY OF FINANCIAL IMPLICATIONS**

**Does this legislation amend the Adopted Budget?**        X   Yes    No

Appropriation change (\$):	General Fund \$		Other \$	
	Operating 2019	Capital 2019	Operating 2019	Capital 2019
	(\$1,822,219)		\$14,586,598	(\$164,488,263)

Estimated revenue change (\$):	Revenue to General Fund		Revenue to Other Funds	
	Operating 2019	Capital 2019	Operating 2019	Capital 2019
	\$3,208,511		\$854,000	\$2,977,073
Positions affected:	No. of Positions		Total FTE Change	
	2019	2020	2019	2020
	1.0			

**Does the legislation have other financial impacts to the City of Seattle that are not reflected in the above, including direct or indirect, short-term or long-term costs?**

Yes, some items in this ordinance represent costs increases to departments in order for them to accomplish the desired objectives as stated in Attachment A to this SUM document.

**Is there financial cost or other impacts of *not* implementing the legislation?**

The same objectives could not be achieved without this legislation.

**3.d. Appropriations**

  X   This legislation adds, changes, or deletes appropriations.

See Attachment A to this document for details

**3.e. Revenues/Reimbursements**

  X   This legislation adds, changes, or deletes revenues or reimbursements.

**Anticipated Revenue/Reimbursement Resulting from this Legislation:**

Department	Dept	Revenue Source	2019 Revenue	2020 Estimated Revenue
Law Department	General Fund (00100)	Misc Revenues	\$843,340	
Seattle Department of Human Resources	General Fund (00100)	Misc Revenues	\$63,519	
Police Department	General Fund (00100)	Grants	\$830,818	
Department of Education and Early Learning	General Fund (00100)	Grants	\$68,750	
Executive (Office of Immigrant and Refugee Affairs)	General Fund (00100)	Grants	\$255,680	
Seattle Fire Department	General Fund (00100)	Grants	\$1,126,404	
Executive (Office of Immigrant and Refugee Affairs)	General Fund (00100)	Donation	\$20,000	
Parks Department	King County Parks Levy Fund (36000)	Grants	\$199,000	
Finance & Admin Services Dept	Finance & Admin Services Fund (50300)	Misc Revenue	\$154,000	
Dept Of Transportation	Transportation Fund (13000)	Misc Revenues	\$2,318,073	
Dept Of Transportation	Transportation Fund (13000)	Grants	\$700,000	
Dept Of Transportation	Central Waterfront Imp Fund (35900)	Misc Revenues	\$460,000	
<b>TOTAL</b>			<b>\$7,039,584</b>	

See Attachment A to this document for details.

**3.f. Positions**

       This legislation adds, changes, or deletes positions.

**4. OTHER IMPLICATIONS**

**a. Does this legislation affect any departments besides the originating department?**

Yes, this legislation affects multiple departments.

**b. Is a public hearing required for this legislation?**

No

**c. Does this legislation require landlords or sellers of real property to provide information regarding the property to a buyer or tenant?**

No

**d. Is publication of notice with *The Daily Journal of Commerce* and/or *The Seattle Times* required for this legislation?**

No

**e. Does this legislation affect a piece of property?**

No

**f. Please describe any perceived implication for the principles of the Race and Social Justice Initiative. Does this legislation impact vulnerable or historically disadvantaged communities?**

Please see Attachment A to this document for any RSJI implications.

**g. If this legislation includes a new initiative or a major programmatic expansion: What are the specific long-term and measurable goal(s) of the program? How will this legislation help achieve the program's desired goal(s).**

Please see Attachment A to this document for any RSJI implications.

**List attachments/exhibits below:**

Summary Attachment A – 2019 Third Quarter Supplemental Ordinance Summary Detail Table



**2019 Third Quarter Supplemental Ordinance Summary Detail Table**

<b>Item #</b>	<b>Title</b>	<b>Description</b>	<b>Amount/FTE</b>
<b>Section 1 – Appropriation Decreases – Operating Budgets</b>			
1.1	Shift Appropriation for Safe Parking Program from 2019 into 2020 (Human Services Department)	This item decreases appropriation authority by \$125,000 in the Addressing Homelessness BSL. Due to a late program start, these funds will not be used in 2019 and will be appropriated for the same purpose in the 2020 Proposed Budget.	(\$125,000)
1.2	SPOG Retro Reduction - East Precinct (Seattle Police Department)	This item reduces appropriation authority by \$1,147,960 in the East Precinct BSL. Ordinance 125693 authorized the execution of a new contract between the City of Seattle and the Seattle Police Officers' Guild (SPOG) for 2015-2020, and also approved funding for retroactive wage increases for 2015-2018. The funding estimate included in the ordinance was higher than the actual retroactive payments processed in 2019.	(\$1,147,960)
1.3	SPOG Retro Reduction - Southwest Precinct (Seattle Police Department)	This item reduces appropriation authority by \$383,545 in the Southwest Precinct BSL. Ordinance 125693 authorized the execution of a new contract between the City of Seattle and the Seattle Police Officers' Guild (SPOG) for 2015-2020, and also approved funding for retroactive wage increases for 2015-2018. The funding estimate included in the ordinance was higher than the actual retroactive payments processed in 2019.	(\$383,545)
1.4	Reduce Appropriations for 2019 Hiring (Seattle Police Department)	This item reduces appropriation authority by \$5,000,000 in the Patrol Operations BSL in the Seattle Police Department (SPD). This funding was included in the 2019 Adopted Budget to fund an increase in sworn officers for the department. Due to an increase in unanticipated separations and difficulties in recruiting and hiring, SPD has not been able to achieve their anticipated hiring levels for 2019. This action brings the SPD budget into line with anticipated actual spending for 2019.	(\$5,000,000)
1.5	SPOG Retro Reduction - Patrol Operations (Seattle Police Department)	This item reduces appropriation authority by \$3,551,347 in the Patrol Operations BSL. Ordinance 125693 authorized the execution of a new contract between the City of Seattle and the Seattle Police Officers' Guild (SPOG) for 2015-2020, and also approved funding for retroactive wage increases for 2015-2018. The funding estimate included in the ordinance was higher than the actual retroactive payments processed in 2019.	(\$3,551,347)

<b>Item #</b>	<b>Title</b>	<b>Description</b>	<b>Amount/FTE</b>
1.6	SPOG Retro Reduction - West Precinct (Seattle Police Department)	This item reduces appropriation authority by \$807,269 in the West Precinct BSL. Ordinance 125693 authorized the execution of a new contract between the City of Seattle and the Seattle Police Officers' Guild (SPOG) for 2015-2020, and also approved funding for retroactive wage increases for 2015-2018. The funding estimate included in the ordinance was higher than the actual retroactive payments processed in 2019.	(\$807,269)
1.7	SPOG Retro Reduction - North Precinct (Seattle Police Department)	This item reduces appropriation authority by \$1,530,848 in the North Precinct BSL. Ordinance 125693 authorized the execution of a new contract between the City of Seattle and the Seattle Police Officers' Guild (SPOG) for 2015-2020, and also approved funding for retroactive wage increases for 2015-2018. The funding estimate included in the ordinance was higher than the actual retroactive payments processed in 2019.	(\$1,530,848)
<b>Section 2 – Appropriation Increases – Operating Budgets</b>			
2.1	Child Care Assistance Program (Department of Education and Early Learning)	This item increases appropriation authority by \$350,000 in the Early Learning BSL. This request is necessary to provide additional resources for the Child Care Assistance Program (CCAP) in 2019 due to increased enrollment, higher costs, and expanding eligibility to from 300% to 350% of the Federal Poverty Level as of September 1, 2019. In 2019, the department has made a concerted effort to outreach to new providers and families to ensure that eligible families were aware of the child-care voucher. This has resulted in increased family enrollment in the program as well as some growth in the number of providers who will accept the CCAP vouchers. Additionally, this increase is necessary in order to allow for a market rate increase in the voucher rate paid to providers.	\$350,000
2.2	Abandoned Vehicle Disposal Incremental Resources Needs (Department of Finance & Administrative Services)	This item increases appropriation by \$234,000 in the Regulatory Compliance and Consumer Protection BCL (BO-FA-RCCP) in the Department of Finance and Administrative Services (FAS) for the disposal of derelict vehicles, which is within the scope of work for the City's contract for Vehicle Impound Management Services ("impound contract"). The request is based on the current count of vehicles that the city's vendor disposes of, the increasing per-unit disposal cost, and is in addition to funding granted as part of the 2019-2020 budget. Due to the ongoing need for this service, an additional increase will be requested as part of the 2020 budget.	\$234,000

Item #	Title	Description	Amount/FTE
2.3	Litigation Expenses (Department of Finance & Administrative Services)	This item appropriates \$7,650,000 of fund balance to the Judgment and Claims Litigation BSL of the Judgment and Claims (J/C) Fund in FAS. A total of \$13,400,000 will be appropriated to the J/C Fund to cover expenditures through the end of 2019 with \$750,000 in the Police Action BSL and \$5,000,000 in the Claims BSL. The current expenditures in the fund are anticipated to exceed the budgeted amount for 2019 due to a number of large unanticipated settlements and judgments and increased use of outside counsel.	\$7,650,000
2.4	Judgment and Claims Police Action Increase (Department of Finance & Administrative Services)	This item appropriates \$750,000 of fund balance to the Judgment and Claims Police Action BSL of the Judgment and Claims (J/C) Fund in FAS. A total of \$13,400,000 will be appropriated to the J/C Fund to cover expenditures through the end of 2019 with \$7,650,000 in the Litigation Expenses BSL and \$5,000,000 in the Claims BSL. The current expenditures in the fund are anticipated to exceed the budgeted amount for 2019 due to a number of large unanticipated settlements and judgments and increased use of outside counsel.	\$750,000
2.5	Additional Claims Expenses (Department of Finance & Administrative Services)	This item appropriates \$5,000,000 to the Judgment and Claims Claims BSL of the Judgment and Claims (J/C) Fund in FAS. A total of \$13,400,000 will be appropriated to the J/C Fund to cover expenditures through the end of 2019 with \$750,000 in the Police Action BSL and \$7,650,000 in the Litigation Expenses BSL. The current expenditures in the fund are anticipated to exceed the budgeted amount for 2019 due to a number of large unanticipated settlements and judgments and increased use of outside counsel.	\$5,000,000
2.6	FAS Administrative Needs for OSE Heating Oil Tax (Department of Finance & Administrative Services)	This item increases the appropriation authority by \$85,000 in the City Finance BCL in the General Fund. This appropriation is necessary to begin work with vendors to establish the administrative framework for the proposed Office of Sustainability & Environment (OSE) Heating Oil Tax. This work needs to begin in 2019 as the tax is anticipated to start collections in July 2020 and there is an approximately nine-month timeline to complete administrative set up.	\$85,000
2.7	Transfer to Judgement and Claims Fund (Finance General)	This item appropriates \$5,000,000 of General Fund in Finance General to transfer to the Judgement and Claims Fund (00126) in Finance and Administrative Services. The current expenditures in the Judgement and Claims fund are anticipated to exceed the budgeted amount in 2019 due to a number of large unanticipated settlements and judgments in tort cases and increased use of outside counsel.	\$5,000,000

Item #	Title	Description	Amount/FTE
2.8	Liability Insurance Premium Payments (Finance General)	This item increases appropriation authority by \$510,000 in Finance General in the General Fund. This appropriation is necessary to pay for increased premiums for the City's insurance payments. The increase is primarily driven by a larger than anticipated increase in liability insurance premiums due to several large claims in recent years as well as overall increases in the insurance market. As the liability insurance coverage period is from July to June each year, this payment is due in 2019 and cannot be added during the 2020 budget process.	\$510,000
2.9	Funding for Onsite Nurses at PSH and Shelter Sites (Human Services Department)	This item adds \$162,000 to fund onsite nurses at several City-funded permanent supportive housing and shelter sites. Nurses will cover a late afternoon/evening shift at select locations with a history of high call volumes to 911. There is a corresponding action in the 2020 proposed budget to support this work for a full year in 2020.	\$162,000
2.10	Open and Operate Nurse Call Line for Shelter and PSH in Q3 (Human Services Department)	This item adds \$12,250 to open and operate a nurse call line in partnership with Harborview Medical Center for the remainder of 2019. \$3,000 will go to one-time startup costs, and the remaining \$9,250 will fund three months of operations. There is a corresponding add in the 2020 proposed budget to continue operation of the phone line. This nurse call line will operate 24/7 to answer low-acuity medical questions from staff and clients at permanent supportive housing and shelter locations when onsite nurses are not available. Downtown Emergency Services Center demonstrated in a 2017-18 pilot that nurse call lines are an effective intervention for diverting low-acuity calls from the cost- and labor-intensive 911 system.	\$12,250
2.11	Technical Correction for Encumbrance Carry Forward (Executive (Office of Planning and Community Development))	This item increases appropriation authority by \$12,125 in the Planning and Community Development BSL (BO-PC-X2P00) to correct a carry forward error related to an existing encumbrance for the Multicultural Center ("MCC") Capital Campaign Strategy project. This technical item corrects an error that occurred when OPCD was created from DPD.	\$12,125
2.12	ADU Navigator Staffing (Seattle Department of Construction and Inspections)	This item increases budget authority by \$9,923 in the Seattle Department of Construction and Inspections (SDCI) Permit Services BSL (BO-CI-U2300) for a new Permit Spec II position to serve as an Accessory Dwelling Unit (ADU) Navigator. Mayor Durkan directed SDCI to add a new "ADU Navigator" position via Executive Order 2019-4 to help guide homeowners through the permitting process for ADU and DADUs. This request is for one-time expenses of \$2,200 and one month of salary; ongoing budget authority for this position is included in the 2020 Proposed Budget. This position will be supported by fees in the Construction and Inspections Fund.	\$9,923

Item #	Title	Description	Amount/FTE
2.13	Central Service Six-Fund Surcharge for 2018 (Seattle Department of Construction and Inspections)	This item increases appropriation authority by a total of \$120,539 (including \$10,849 of General Fund) across several Seattle Department of Construction and Inspections (SDCI) BSLs that are allocated Citywide Indirect Costs. This request is necessary for SDCI to pay a City Central Services "Six-Fund" surcharge for 2018, to reconcile the difference between the 2018 Adopted Budget and 2018 actual expenses in the Central Service departments.	\$120,539
2.14	Mental Health Professionals for Crisis Response Unit (Seattle Police Department)	This item increases appropriation authority by \$52,000 in the Chief of Police BSL. This request is for 4 additional contracted Mental Health Professionals (MHP) in the Seattle Police Department Crisis Response Unit (CRU). The CRU, which is currently staffed with one MHP, works to connect individuals in crisis to resources to help address their physical and mental health needs and divert them from the criminal justice system. The addition of four MHPs would greatly expand the department's ability to work with community members before they reach acute stages of behavioral crisis, increasing SPD's service level while decreasing the costs associated with 911 response. Each MHP-Officer team will focus on a precinct.	\$52,000
2.15	Support to Office of Labor Standards (Finance General)	This item increases appropriation authority by \$1,300,000 in the Appropriation to Special Funds BSL. This provides resources to the Office of Labor Standards to support appropriation authority that carried forward to the new OLS Fund but never received the associated general fund resources to cover those expenses. This is a technical item that corrects a previous oversight.	\$1,300,000
<b>Section 3 – Appropriation Increases – Operating Budgets – Backed by Misc Revenues</b>			
3.1	Fort Lawton Maintenance Expenses (Department of Finance & Administrative Services)	This item increases the appropriation authority by \$154,000 in the Facility Services BSL in the Finance and Administrative Services (FAS) Operating Fund. This appropriation is necessary to pay for maintenance on the sewer and main water line at Fort Lawton. These repairs are completed consistent with FAS' lease agreement with the Department of the Army, which commits FAS to maintain these premises. This work is revenue backed and will be funded by a transfer from Department of Parks and Recreation (SPR) and Office of Housing (OH) who are the owners of the property.	\$154,000

Item #	Title	Description	Amount/FTE
3.2	Appropriation for Civil Division MOAs (Law Department)	This item increases appropriation authority by \$323,500 in the Civil BCL. This appropriation will support services provided to City departments under Memorandum of Agreements in 2019. This appropriation is backed by revenue collected from these departments. Specifically, this revenue supports agreements with Office of Housing (\$146,000), Seattle Police Department (\$185,000), and the Legislative Department (\$12,500). Ongoing appropriation for these items will be included in the 2020 Proposed Budget.	\$323,500
3.3	Appropriation for Criminal Division MOAs (Law Department)	This item increases appropriation authority by \$367,840 in the Criminal BCL. This appropriation will support services provided to external agencies under Memorandum of Agreements in 2019. This appropriation is backed by revenue collected from these agencies. Specifically, this revenue supports agreements with the Public Defender's Association (\$221,000) and King County Behavioral Health Division (\$146,840). Ongoing appropriation for these items will be included in the 2020 Proposed Budget.	\$367,840
3.4	Appropriations for Precinct Liaison MOA (Law Department)	This item increases appropriation authority by \$152,000 in the Precinct Liaison BCL. This appropriation will support precinct liaison services provided to Seattle Police Department under Memorandum of Agreement in 2019. This appropriation is backed by revenue collected from this department. Ongoing appropriation for this item will be included in the 2020 Proposed Budget.	\$152,000
3.5	Increase budget authority for two-year health advocacy project manager position costs (Seattle Department of Human Resources)	This item increases appropriation authority by \$16,251 in the Leadership and Administration BSL and \$47,268 in the HR Services BSL. The budget authority is necessary to support the salary and benefits cost of a two-year term-limited temporary position to implement and manage the City's new Advocacy and Well-Being (AWB) program. The position will assist with review and evaluation of vendor proposals, develop change management communication strategies and be responsible for post-implementation activities, strategies and communication. The Health Care Fund will cover the salary and benefits costs.	\$63,519

Item #	Title	Description	Amount/FTE
<b>Section 4 – Appropriation Increases – Operating Budgets – Backed by Grant Revenues</b>			
4.1	Casey Family Programs Grant (Department of Education and Early Learning)	This item increases appropriation authority by \$68,750 in the K-12 Programs BSL from the Casey Family Programs. This grant was originally received in 2017 to fund a number of different activities in DEEL including continued work related to Our Best and school climate. Since the original grant was received, DEEL has received additional funding from the Casey Family Programs to support this work. The Casey Family Programs grant funds a range of school climate improvement activities, through a contract with Seattle Public Schools, that includes: authentic engagement with families and communities, reduces disparities and improves outcomes for boys and men of color, improves school climate and culture, and documents process and captures lessons learned. This request reconciles DEEL's appropriation authority with revenue received to date.	\$68,750
4.2	SHA award adjustment (Executive (Office of Immigrant and Refugee Affairs))	This item increases appropriation authority by \$1,485 in the Office of Immigrant and Refugee Affairs BSL (BO-IA-X1N00) from Seattle Housing Authority (SHA). This adjusts the SHA award revenue to the correct 2019 level of \$27,426, which was not known at the time of 2019 budget adoption. This grant supports naturalization assistance for Seattle Housing Authority residents and runs from January 1, 2019 through December 31, 2019.	\$1,485
4.3	DSHS 2019-20 Award Adjustment (Executive (Office of Immigrant and Refugee Affairs))	This item increases appropriation authority by \$254,195 in the Office of Immigrant and Refugee Affairs BSL (BO-IA-X1N00) from the Washington State Department of Social and Human Services. This increment adds to \$170,805 already budgeted to reach a total grant award of \$425,000. This grant supports naturalization assistance for State benefits recipients in OIRA's New Citizen Program and runs from July 1, 2019 through June 30, 2020.	\$254,195

Item #	Title	Description	Amount/FTE
4.4	Ballard Magnolia Regional Transportation System Plan (Seattle Department of Transportation)	This item increases appropriation authority by \$700,000 in the Mobility-Operations BSL (BO-TR-17003). Funding for completion of the Ballard-Interbay Regional Transportation System Plan was allocated to the City of Seattle as part of the 2020-2022 Washington State Department of Transportation (WSDOT) Local Programs Biennial Budget. This funding allocation stipulates that SDOT will develop a plan and report to improve mobility for people and freight, including an analysis of how to maintain the current and future capacities of the Ballard and Magnolia Bridges, and a recommended timeline for constructing new bridges. The study shall be developed in coordination and partnership with the Port of Seattle, Sound Transit, King County, WSDOT and the Washington Military Department. This appropriation shall remain in place throughout 2019 and 2020 to accommodate the report deadline of November 1, 2020.	\$700,000
4.5	Washington State Pre-Hospital Participation Grant (Seattle Fire Department)	This item increases appropriation authority by \$1,266 in the Operations BSL for a grant from the Washington State Department of Health Trauma Care Fund. This grant provides reimbursement for medical supplies purchased by the SFD Medic One Program. The period of performance for this grant is 1/1/19 through 12/31/19. There are no new positions associated with this project and no match required.	\$1,266
4.6	BioWatch 2019-20 Continuation Grant (Seattle Fire Department)	This item increases appropriation authority by \$1,125,138 in the Operations BSL for a grant from the Department of Homeland Security. This grant provides for continuation of current BioWatch program activities in the Seattle area. This includes air-quality testing and monitoring for 18 collector sites and strengthening the area's response network with respect to biological terrorism. The period of performance for this grant is 7/1/19 through 4/30/20. There are no new positions associated with this project and no match required.	\$1,125,138
4.7	State ICAC Allocation (Seattle Police Department)	This item increases appropriation authority by \$425,000 in the Criminal Investigations BSL from the Washington State Legislature. This funding supports the multi-jurisdictional Washington State Internet Crimes Against Children (ICAC) Task Force. The funding will be used for salary and benefits for 50% of Deputy Prosecuting Attorney, training, equipment and overtime for detectives on ICAC investigations. There are no matching requirements or capital improvement projects associated with this item.	\$425,000



Item #	Title	Description	Amount/FTE
4.8	FY 2017 Justice Assistance Grant (Seattle Police Department)	This item increases appropriation authority by \$405,818 in the Chief of Police BSL from the U.S. Department of Justice under the Edward Byrne Memorial Justice Assistance Grant (JAG) program. The Seattle Police Department submits the JAG application for the entire Seattle region which is receiving \$657,975. Of that, Seattle receives \$252,157 which funds three existing civilian Crime Prevention Coordinator positions and was appropriated in the 2019 Second Quarter Supplemental Ordinance. This item accepts and appropriates the remaining award dollars for the surrounding jurisdictions. The term of this grant runs from October 1, 2016 to September 30, 2020. There are no matching requirements or capital improvement projects associated with this item.	\$405,818
<b>Section 5 – Appropriation Increases – Operating Budgets – Backed by Donations</b>			
5.1	Lyft Donation Award (Executive (Office of Immigrant and Refugee Affairs))	This item increases appropriation authority by \$10,000 in the Office of Immigrant and Refugee Affairs BSL. This donation from Lyft will be used to assist local citizenship applicants in purchasing bus or train tickets to travel to neighboring cities for citizenship interviews.	\$10,000
5.2	Uber Donation Award (Executive (Office of Immigrant and Refugee Affairs))	This item increases appropriation authority by \$10,000 in the Office of Immigrant and Refugee Affairs BSL. This donation from Uber will be used to assist local citizenship applicants in purchasing bus or train tickets to travel to neighboring cities for citizenship interviews.	\$10,000
<b>Section 6 – Net Zero Appropriation Transfers – Operating Budgets</b>			
6.1	General Fund and CDBG Appropriation Change (Human Services Department)	This item has a net zero appropriation impact by decreasing \$212,985 of General Fund appropriation in HSD's Addressing Homelessness BSL (00100-BO-HS-H3000) and increasing \$212,985 of CDBG-funded appropriation in the Human Services Fund Addressing Homelessness BSL (16200-BO-HS-H3000). A corresponding increase of \$212,985 of General Fund appropriation and reduction of \$212,985 of CDBG-backed appropriation occurs in OED, which does not necessitate legislated action since OED spends CDBG out of the General Fund. This action maximizes the CDBG service cap and meets funding obligations to community-based agencies.	\$0
6.2	Technical Correction to Q2 Supplemental (Department of Neighborhoods)	This item corrects a coding mistake in the Q2 Supplemental Ordinance. Item 1.25 appropriated \$125,000 to the Human Services Department, however the amendment passed in committee intended to appropriate the funds in the Department of Neighborhoods.	\$0

Item #	Title	Description	Amount/FTE
6.3	Correct Budget Location for Fringe Benefits (Executive (Office of Housing))	This item transfers appropriation authority in the amount of \$270,406 from the Leadership and Administration BCL in the Office of Housing operating fund, 16600, to the Homeownership and Sustainability BCL in the same fund. This item also transfers appropriation authority in the amount of \$253,325 from the Leadership and Administration BCL in the Office of Housing operating fund, 16600, to the Multifamily Housing BCL in the same fund. These transfers are necessary to avoid a budget exception by correcting the budget location for the office's fringe benefits, such as FICA and Medicare. Currently, the budget for these benefits are in the Pooled Benefits budget program in the Leadership and Administration BCL when they should be spread out across the various budget programs in the Homeownership and Sustainability, and Multifamily Housing BCLs where the expenses are hitting.	\$0
6.4	Correct Budget Locations for Pooled Benefits Billing (Executive (Office of Housing))	This item transfers appropriation authority in the amount of \$78,206 from the Leadership and Administration BCL in the Office of Housing operating fund, 16600, to the Homeownership and Sustainability BCL in the same fund. This item also transfers appropriation authority in the amount of \$372,131 from the Leadership and Administration BCL in the Office of Housing operating fund, 16600, to the Multifamily Housing BCL in the same fund. Lastly, there is a minor transfer of appropriation authority in the amount of \$263 from the Leadership and Administration BCL in the General Fund, 00100, to the Homeownership and Sustainability BCL in the same fund. These transactions are necessary to avoid a budget exception by adding budget for pooled benefits billing to the right locations where the expenses are hitting. There are also minor transfers across budget programs, within the Leadership and Administration BCL in 16600, to correct the location of the health care budget.	\$0

Item #	Title	Description	Amount/FTE
6.5	Transfer \$400,000 CDBG from OPCD to OED (Executive (Office of Economic Development))	This item transfers \$400,000 of Community Development Block Grant (CDBG) appropriation authority from the Planning and Community Development BSL (BO-PC-X2P00) in the Office of Planning and Community Development (OPCD) to the Business Services BSL (BO-ED-X1D00) in the Office of Economic Development (OED). The funds will support the Liberty Bank project, a mixed-use project developed by Capitol Hill Housing. The City's Office of Housing (OH) is providing financing for the upper floor residential units, and OED is providing financing to develop affordable commercial space in the ground floor. Following feasibility analysis, OED has determined that there is a \$650,000 financing gap for two tenant spaces. OED intends to contribute \$250,000 of fee revenue from the New Markets Tax Credit program; this transfer of CDBG funds will fill the remaining gap.	\$0
<b>Section 7 – Capital Appropriation and Project Allocation Decreases</b>			
7.1	SDOT PACT Reduction (Seattle Department of Information Technology)	This item decreases appropriation authority in the amount of \$793,292 from IT Capital Improvement Project (ITD-BC-IT-C700) BSL. Work on the Seattle Department of Transportation (SDOT) PACT project is complete, so project funding is no longer needed and may be returned to SDOT. There is \$1,559,959 of appropriation authority and \$766,667 of revenue left in the project. ITD will retain \$766,667 in expenditure authority in this project to return the unspent revenues collected from SDOT.	(\$793,292)
7.2	Q3 2019 Waterfront Supplemental - Excess Abandonment (Seattle Department of Transportation)	This item decreases appropriation authority in the amount of \$15,018,447 to reflect an abandonment of excess appropriations in Peoplesoft 9.2 for the Central Waterfront Improvement Fund and Transportation Operating Fund for this project (MC-TR-C072). These excess appropriations were carried forward during the change from Summit to Peoplesoft 9.2. This change is technical and does not affect the total project cost.	(\$15,018,447)
7.3	South Lander Grade Separation (Seattle Department of Transportation)	This item decreases appropriation authority by \$12,326,894 in the Mobility Capital BSL (BC-TR-19003). SDOT continues to review the complexly funded S. Lander Grade Separation project for budget accuracy and has determined that federal grant funds can be leveraged more heavily than previously calculated, reducing the requirement for local, state and partnership funds while still meeting grant and partnership match requirements. This request abandons \$2,000,000 Bond authority from the S. Lander Grade Separation project (MC-TR-C028), making this funding available for reprogramming to the Northlake Retaining Wall as part of the 2020 budget process. This request also abandons \$7,172,538 of state grant funds and \$3,153,356 of partnership funds to align more closely with anticipated utilization.	(\$12,326,894)

Item #	Title	Description	Amount/FTE
7.4	S Lander St. Grade Separation (Seattle Department of Transportation)	This item decreases appropriation authority by \$6,156,889 in the Mobility Capital BSL (BC-TR-19003). This request abandons \$6,156,889 of Move Seattle Levy monies in order to align funding with the current project delivery schedule. The abandoned funding is re-appropriated to the Northgate Bridge and Cycle Track project in future years as part of the 2020-2025 Proposed CIP.	(\$6,156,889)
7.5	Rainier/Jackson MultiMod Corr (Seattle Department of Transportation)	This item decreases appropriation authority by \$3,000,000 in the Mobility Capital BSL (BC-TR-19003) (Transportation Fund). The Rainier/Jackson Multimodal project (MC-TR-C058) was originally granted \$7,729,600 by the Puget Sound Regional Council (PSRC) to make Transit Corridor improvements to Route 7. After further planning between SDOT and King County Metro (KCM), it was determined that KCM should take the lead in delivering the corridor improvements and SDOT grants would be transferred to KCM. The award transfer was approved in June 2019 by SDOT, KCM, and PSRC. SDOT will use local funds to complete a set of compatible transit and safety improvements.	(\$3,000,000)
7.6	Route 48 South Electrification (Seattle Department of Transportation)	This item decreases appropriation authority by \$6,241,713 in the Mobility Capital BSL (BC-TR-19003). The Route 48 South Electrification project (MC-TR-C081) was originally granted \$5,456,665 by the Puget Sound Regional Council (PSRC) to install a trolley system on the Route 48 transit corridor, \$5,296,665 of which has been appropriated. After further planning between SDOT and King County Metro (KCM), it was determined that KCM would take the lead in delivering the trolley system, and SDOT grants would be transferred to KCM. The grant transfer was approved in June 2019 by SDOT, KCM, and PSRC. There is also \$945,048 of Move Seattle Levy funding that will be re-appropriated for other improvements along the Route 48 corridor at a later date.	(\$6,241,713)
7.7	Madison Street Bus Rapid Transit (Seattle Department of Transportation)	This item decreases appropriation authority by \$4,600,000 in the Mobility Capital BSL (BC-TR-19003). This request abandons \$4,600,000 Move Seattle Levy in order to align funding with the current project delivery schedule. The abandoned funding is re-appropriated to the future years as part of the 2020-2025 Proposed CIP.	(\$4,600,000)
7.8	Transit Corridor Improvements (Seattle Department of Transportation)	This item decreases appropriation authority by \$1,200,000 in the Mobility Capital BSL (BC-TR-19003). This request abandons \$1,200,000 Move Seattle Levy in order to align funding with the current project delivery schedule. The abandoned funding is re-appropriated to the future years as part of the 2020-2025 Proposed CIP.	(\$1,200,000)

<b>Item #</b>	<b>Title</b>	<b>Description</b>	<b>Amount/FTE</b>
7.9	Fauntleroy Way SW Boulevard (Seattle Department of Transportation)	This item decreases appropriation authority by \$712,053 in the Mobility Capital BSL (BC-TR-19003). This request abandons \$712,053 Move Seattle Levy in order to align funding with the current project delivery schedule. The abandoned funding is re-appropriated to the future years as part of the 2020-2025 Proposed CIP.	(\$712,053)
7.10	Northgate Bridge and Cycle Track (Seattle Department of Transportation)	This item decreases appropriation authority by \$625,150 in the Mobility Capital BSL (BC-TR-19003). This request abandons \$625,150 Move Seattle Levy in order to align funding with the current project delivery schedule. The abandoned funding is re-appropriated to the future years as part of the 2020-2025 Proposed CIP.	(\$625,150)
<b>Section 8 – Capital Appropriation and Project Allocation Increases</b>			
8.1	Q3 2019 Waterfront Supplemental - New Funds (Seattle Department of Transportation)	This item increases appropriation authority by \$1,660,000 for the Alaskan Way Main Corridor. This increase represents new funding from WSDOT for elements being constructed as part of the Main Corridor construction contract and revenue received for short-term leases of property acquired for construction of the Waterfront program.	\$1,660,000
8.2	South Lander Grade Separation (Seattle Department of Transportation)	This item increases appropriation authority by \$1,098,574 in the Mobility Capital BSL (BC-TR-19003) to advance reimbursable spending authority backed by Freight Mobility Strategic Investment Board (FMSIB) and BNSF funds. This does not change Total Project Cost but moves funding from future years into 2019.	\$1,098,574
8.3	South Lander Grade Separation (Seattle Department of Transportation)	This item increases appropriation authority by \$5,033,659 in the Mobility Capital BSL (BC-TR-19003) to increase reimbursable spending authority backed by grants and partnership funds from the National Highway Freight Program (NHFP), Transportation Improvement Board (TIB), Federal Highways Administration (FHWA), and WSDOT.	\$5,033,659
8.4	Transit Corridor Improvements (Seattle Department of Transportation)	This item increases appropriation authority by \$393,134 in the Mobility-Capital BSL (BC-TR-19003) advancing Transportation Benefit District funds (reimbursable spending authority) within the Transit Corridors project (MC-TR-C029) due to the acceleration of work for the One Center City Near Term Action Plan (OCC NTAP). This does not change Total Project Cost but moves funding from future years into 2019.	\$393,134
8.5	23rd Avenue Corridor Impr (Seattle Department of Transportation)	This item increases appropriation authority by \$600,455 in the Mobility Capital BSL (BC-TR-19003), advancing Move Seattle Levy funds in the 23rd Ave Corridor Improvements project (MC-TR-C037) to cover construction costs resulting from accelerated spend. This does not change Total Project Cost but moves funding from future years into 2019.	\$600,455

Item #	Title	Description	Amount/FTE
8.6	Delridge Multimodal Impr (Seattle Department of Transportation)	This item increases appropriation authority by \$200,000 in the Mobility Capital BSL (BC-TR-19003), advancing reimbursable spending authority backed by King County. King County will reimburse design costs in 2019, earlier than previously indicated. This does not change Total Project Cost but moves funding (Transportation Fund) from future years into 2019.	\$200,000
8.7	Rainier/Jackson MultiMod Corr (Seattle Department of Transportation)	This item increases appropriation authority by \$856,281 in the Mobility Capital BSL (BC-TR-19003), advancing Move Seattle Levy funds for design work planned in 2019. This request is necessary as grant funding was abandoned from the project as part of a change in scope, which resulted in a short-term funding gap in 2019. This does not change Total Project Cost but moves funding from future years into 2019.	\$856,281
8.8	Freight Spot Imp Prgm (Seattle Department of Transportation)	This item increases appropriation by \$513,749 in the Mobility Capital BSL (BC-TR-19003) to match Move Seattle funding to accommodate changes in project timing. This does not change Total Project Cost but moves funding from future years into 2019.	\$513,749
8.9	Roosevelt Multimodal Corridor (Seattle Department of Transportation)	This item increases appropriation authority by \$200,000 in the Mobility Capital BSL (BC-TR-19003). This request is necessary as King County will reimburse design costs in 2019, earlier than previously indicated. This does not change Total Project Cost but moves funding (Transportation Fund) from future years into 2019.	\$200,000
8.10	Next Gen ITS Improvements (Seattle Department of Transportation)	This item increases appropriation authority by \$2,111,581 in the Mobility Capital BSL (BC-TR-19003), advancing Move Seattle Levy funding to reflect project timing changes in the Next Generation Intelligent Transportation Systems project, which resulted from ordering equipment for the project earlier than anticipated to get that equipment at a lower price. This does not change Total Project Cost but moves funding from future years into 2019.	\$2,111,581
8.11	BMP - Greenways (Seattle Department of Transportation)	This item increases appropriation authority by \$544,000 in the Mobility Capital BSL (BC-TR-19003) for a grant awarded by WSDOT in their 2019-2021 Pedestrian and Bicycle Program, which was accepted by a prior ordinance. This grant will provide for the construction phase of the 35th Ave SW & SW Graham Street Crossing Improvements by installation of traffic signal with bicycle detection, curb extensions, marked crosswalks, diverters, wayfinding signs and markings. The total project cost is \$823,000. The WSDOT grant is 100% reimbursable for \$544,000 of eligible costs; remaining funding for this project will come from an additional grant as well as Vehicle License Fees.	\$544,000

Item #	Title	Description	Amount/FTE
8.12	Thomas Street Substation Street Improvements (Seattle Department of Transportation)	This item increases appropriation authority by \$1,074,000 in the Mobility Capital BSL (MC-TR-19003) to fund road and greenway improvements made on SDOT's behalf by SCL as part of the Seattle City Light substation project on Thomas Street in South Lake Union. In Q2 2015, a supplemental appropriation was made to fund SCL's work related to the transportation needs in the area using \$800,000 of Developer Mitigation funds; a subsequent 2017 supplemental item added \$274,000 of LCLIP funding to address cost increases on the project. However, funds were not carried forward into 2019; re-appropriation is needed (Transportation Fund) for SDOT to reimburse SCL.	\$1,074,000
8.13	PMP - School Safety (Seattle Department of Transportation)	This item increases appropriation authority by \$609,174 to pay for unanticipated costs in the Mobility-Capital BSL (BC-TR-19003) due to overtime work performed in 2018 as part of the Pedestrian Master Plan - School Safety project (MC-TR-C059). Unanticipated overtime led to an over-expenditure of Street Use Fees, which caused a negative carryforward in 2019 and is reducing the program's 2019 budget below what is required to meet annual deliverables. The funding structure of the project (mainly School Zone Camera funds) makes it impossible to swap funding sources with another capital project to resolve the negative carryforward, so an incremental appropriation of Street Use Fees is requested from the Transportation Fund.	\$609,174
8.14	PMP -New Sidewalk Program (Seattle Department of Transportation)	This item increases appropriation authority by \$829,100 in the Mobility Capital BSL (BC-TR-19003), backed by mitigation funding (MUP #3008972, MUP #3015887, and MUP #3028028-LU) for improvement of NE 50th Street Sidewalk, 70th St and NE 77th St, and crossing improvements at NE 74th St and Sand Point Way NE as part of the Pedestrian Master Plan - New Sidewalk Program (MC-TR-C058). Mitigation fees expire in 2020.	\$829,100
8.15	BMP - Protected Bike Lanes (Seattle Department of Transportation)	This item increases appropriation authority by \$435,405 in the Major Maintenance/Replacement BSL (BC-TR-19001) for reimbursable lighting work being performed for SCL as part of the 2nd Ave PBL, within Bike Master Plan Protected Bike Lanes Program (MC-TR-C062). SDOT will bill SCL for this work, but double-appropriation is required.	\$435,405
8.16	Play Area Renovations Appropriation (Department of Parks and Recreation)	This item increases appropriation authority by \$199,000 in the Fix It First-CIP BSL (BC-PR-40000). This funding will be used for the Play Area Renovations project (MC-PR-41039) to renovate play areas in the park system. This appropriation is supported by the 2013 King County Parks Levy Fund (36000)	\$199,000

Item #	Title	Description	Amount/FTE
8.17	Joint Preschool Site and Tenant Improvements Appropriation (Department of Parks and Recreation)	This item increases appropriation authority by \$870,350 in the Fix It First-CIP BSL (BC-PR-40000). This funding will be used to fund the Joint Preschool Site and Tenant Improvements project (MC-PR-41042). This project provides funding to evaluate, plan, design preschool classrooms and to further perform the necessary alterations, tenant improvements, site improvements, and other related improvements necessary to expand, renovate or construct preschool classrooms at Parks sites/facilities. This appropriation is supported by Seattle Preschool Levy funds (17861). The Seattle Parks Department and the Seattle Department of Education and Early Learning are finalizing an MOA which formalizes the scope of this work.	\$870,350
<b>Section 9 – Net Zero Capital Appropriation and Project Allocation Transfers</b>			
9.1	Gender Neutral Restrooms; Showers and Lockers Increase (Department of Finance & Administrative Services)	This item transfers appropriation authority of \$91,254 between projects within the General Government Facilities BSL. This item amends FAS CIP project: Seattle Municipal Tower Facility Upgrades (MC-FA-SMTUPG), by increasing project allocations by \$91,254 to bring the budget in line with projected final expenses. These funds will be provided with a transfer of \$91,254 from CIP Project: Charles Street Campus Development (MC-FA-CHASDEV). The Charles Street Campus Development project is complete and no longer requires funding.	\$0
9.2	Net zero transfer between FAS master projects (Department of Finance & Administrative Services)	This item transfers appropriation authority of \$5,357,000 between projects within the Project Delivery Services BSL and General Government Facilities BSL. This item amends FAS CIP project: Customer Requested Tenant Improvement (MC-FA-CREQTIMP), in the General Government Facilities BSL by increasing project allocations by \$5,357,000 to correct for an administrative error in the 2019 Second Quarter Supplemental ordinance. These funds will be provided with a corresponding transfer from CIP Project: FAS Project Delivery Services (MC-FA-CTYPDS) in the FAS Project Delivery Services BSL. No additional appropriation is being requested.	\$0
9.3	Municipal Energy Efficiency Program (MEEP) Allocation (Department of Finance & Administrative Services)	This item transfers appropriation authority of \$2,359,661 between various departments BSL to allocate centrally budgeted amounts held in the FAS Municipal Energy Efficiency Program (MEEP). This change transfers \$2,359,661 the individual projects within Seattle Parks and Recreation, Seattle Center and Seattle Public Library. Previously, this funding was budgeted centrally in the Department of Finance and Administrative Services. The MEEP program is managed by the Office of Sustainability and Environment in support of the City's goal to reduce building energy use.	\$0



Item #	Title	Description	Amount/FTE
9.4	NGDC Transfer Out, SMT Remodel Transfer In (Seattle Department of Information Technology)	This item transfers appropriation authority in the amount of \$954,138 within the Capital Improvement Projects BSL (BC-IT-C7000) from the NGDC Master Project to the SMT Remodel Master Project. This is the remaining funding from the original NGDC project and was funded using ITD fund balance. There will be no impact to revenues.	\$0
9.5	Enterprise Computing to Computing Services Architecture Budget Transfer (Seattle Department of Information Technology)	This item combines the appropriation authority of the Enterprise Computing Master Project and Computing Services Architecture Master Project in the IT Capital Improvement Project (ITD-BC-IT-C700) BSL. Seattle IT (ITD) is proposing this consolidation as there are not two distinct bodies of work under its computing capital expenditures. Combining these projects will allow ITD to better plan and track expenditures in this area. There will be no impact to revenues.	\$0
9.6	PMP -New Sidewalk Program (Seattle Department of Transportation)	This item transfers appropriation authority in the amount of \$653,000 of School Safety Traffic and Pedestrian Improvement Funds (18500) from PMP - New Sidewalk Program (MC-TR-C058) in the Mobility-Capital BSL (BC-TR-19003) to the PMP - School Safety project (MC-TR-C059) in the Mobility-Capital BSL (BC-TR-19003). This transfer shifts match funding required to complete the construction phase of the Lowell-Meany Safe Schools grant project into the correct CIP.	\$0
<b>Section 10 – Capital Appropriation Abandonments</b>			
10.1	SPU 2019 Abandonments (Seattle Public Utilities)	This supplemental would take two actions: abandon unwanted carryforwards and use carryforward funds to correct unanticipated negative carryforward amounts resulting from business and system process changes updated to align with new financial best practices.	(\$131,042,287)
<b>Section 11 – Position Adds</b>			
11.1	Permit Specialist Position Add (Seattle Department of Construction and Inspections)	This item adds a new Permit Spec II position in the Seattle Department of Construction and Inspections. This position will serve as an Accessory Dwelling Unit (ADU) Navigator. Mayor Durkan directed SDCI to add a new “ADU Navigator” position via Executive Order 2019-4 to help guide homeowners through the permitting process for ADU and DADUs. This position will be supported by fees in the Construction and Inspections Fund.	1.0
<b>Section 12 – Position Transfers</b>			
12.1	Position Transfers between Seattle Information Technology Department and Seattle Public Utilities	This item transfers two full-time positions from the Seattle Information Technology Department (ITD) to Seattle Public Utilities (SPU). These staff support technology deemed operational to SPU and as a result, should be located in SPU. There will be no funding change for this in 2019.	0



Legislation Text

---

File #: CB 119669, Version: 1

---

CITY OF SEATTLE

ORDINANCE \_\_\_\_\_

COUNCIL BILL \_\_\_\_\_

AN ORDINANCE relating to fees and charges for permits and activities of the Seattle Department of Construction and Inspections, related fees by other departments, and technical corrections; amending Sections 3.58.090, 15.04.074, 22.900B.010, 22.900B.020, 22.900C.010, 22.900D.010, 22.900D.070, 22.900D.090, 22.900D.100, 22.900D.110, 22.900D.140, 22.900D.145, 22.900D.150, 22.900D.160, 22.900E.020, 22.900E.030, 22.900E.040, 22.900E.050, 22.900E.060, 22.900F.010 and 22.900G.015 of the Seattle Municipal Code (SMC); and repealing Section 22.900G.080 of the SMC.

**BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:**

Section 1. Section 3.58.090 of the Seattle Municipal Code, last amended by Ordinance 125586, is amended as follows:

**3.58.090 Fees and charges for Design Commission review**

~~((The Commission is authorized to charge fees pursuant to Section 22.900G.080.))~~

The Commission will bill non-City applicants seeking long-term or permanent use of a right-of-way through a street, alley, or other public place vacation pursuant to Chapter 15.62, a skybridge term permit pursuant to Chapter 15.64, or a significant structure pursuant to Chapter 15.65 at the hourly rate of \$120 an hour per Commissioner for subcommittee review, or \$847 an hour for full Commission review. Billing will be sent to the Seattle Department of Transportation for inclusion in the plan review costs charged to the applicant or will be billed directly to the applicant by the Seattle Department of Transportation. For projects billed through the Seattle Department of Transportation, applicant payments made to the Seattle Department of Transportation will be transferred from the Transportation Fund to the Office of Planning and Community Development to support the Commission's work. Fees incurred by the Design Commission may be waived, in whole or in part,

at the discretion of the Commission with the concurrence of the City Budget Director in the following circumstances:

A. When Commission fees, if charged, would be disproportionate to the sums available for the project and could cause abandonment of the project for the following types of projects: art-works, projects funded by grants and donations, neighborhood self-help projects undertaken by volunteers and nonprofit organizations, and small public agency capital improvements;

B. For low-income and special needs housing projects subject to Commission review.

Section 2. Section 15.04.074 of the Seattle Municipal Code, last amended by Ordinance 125492, is amended as follows:

**15.04.074 Permit-Fees**

\* \* \*

H. Fees for Design Commission reviews shall be collected pursuant to Section 3.58.090.

Section 3. Section 22.900B.010 of the Seattle Municipal Code, last amended by Ordinance 125704, is amended as follows:

**22.900B.010 Base fee and hourly rate**

A. The SDCI base fee shall be charged as specified in this Subtitle IX and shall be ~~((\$222))~~ \$231.

B. Any services provided by the Department for which an hourly charge is assessed shall be charged at a rate specified in this Subtitle IX.

The hourly rate for land use review is ~~((\$386))~~ \$394. The rate for all other hourly fees is ~~((\$222))~~ \$231 an hour except where a different hourly rate is specified in this Subtitle IX. Where "SDCI hourly rate" is specified in this Subtitle IX, the rate is ~~((\$222))~~ \$231 an hour.

C. If an hourly rate is specified, overtime shall be charged at that same rate. If no hourly rate is specified, overtime shall be charged at ~~((\$222))~~ \$231 an hour. All overtime shall require approval by the Director. The minimum fee for each overtime request shall be one hour, with minimum increments of 1/4 hour. 747

in addition to other permit fees established by this Subtitle IX.

Section 4. Section 22.900B.020 of the Seattle Municipal Code, last amended by Ordinance 125704, is amended as follows:

**22.900B.020 Miscellaneous and special fees**

\* \* \*

D. Address change. The fee to correct the address on an application or, if applicable, on an issued permit is ~~(((\$60.25))~~ \$62.75. If an address change is requested that is unrelated to an application for a permit or for an issued permit, a fee of one multiplied by the base fee shall be assessed.

E. Copies of electronic and microfilm records. Charges for plans reproduced from electronic records or from the microfilm library are shown in Table B-1 for 22.900B.020.

<b>Table B-1 for 22.900B.020-FEES FOR REPRODUCTIONS FROM ELECTRONIC OR MICROFILM RECORDS</b>	
<b>Page Size</b>	<b>Price</b>
Electronic Records	
8 1/2" × 11"	\$0.70 per printed page
11" × 17"	\$0.70 per printed page
Microfilm Records	
8 1/2" × 11"	<del>(((\$1.50))</del> <u>\$1.55</u> per copied page
11" × 17"	<del>(((\$1.50))</del> <u>\$1.55</u> per copied page
Both sizes	\$0.10 per scanned image

\* \* \*

H. Floodplain review and approval where no SDCI permit or license is required. The fee for review of floodplain development on behalf of other agencies or departments shall be charged at the SDCI hourly rate. Floodplain review of documents and similar floodplain services where no development is proposed, including but not limited to Elevation Certificates, Letters of Map Change, and similar documents associated with the National Flood Insurance Program, shall be charged a minimum fee of one-half the base rate due at intake. The charge for review time in excess of the 1/2 hour of review time included in the minimum fee shall be at the

SDCI hourly rate.

Section 5. Section 22.900C.010 of the Seattle Municipal Code, last amended by Ordinance 125704, is amended as follows:

**22.900C.010 Land use fees**

\* \* \*

<b>Table C-1 for 22.900C.010-LAND USE FEES</b>	
<b>A. MASTER USE PERMIT, ENVIRONMENTAL CRITICAL AREAS, CITY COUNCIL, and HE</b>	
Hours worked beyond those covered by minimum will be charged the Land Use hourly rate, unless otherwise specified on invoice.	
<b>Type of Land Use Review</b>	<b>Minimum Fee</b>
General-first 10 hours of review	Land Use Hourly × 10
Low-Income Housing-first 24 hours of review <sup>1</sup>	Land Use Hourly × 10
1. Administrative conditional uses (ACUs) ACUs for community centers, child care centers, adult care centers, day care facilities, and public and private libraries in single-family and multi-family zones shall be charged a minimum fee of \$3,940 for the first 20 hours. Additional hours shall be charged at the <u>Land Use hourly</u> rate ( <del>(of \$386 an hour)</del> ). This exception applies to ACU only, or an ACU combined with a variance application.	
2. Design Review The minimum fee for Administrative Design Review, Master Planned Community Design Review is ( <del>(\$3,860)</del> ) \$3,940. The minimum fee for full Design Review is ( <del>(\$7,720)</del> ) \$7,880, which covers subsection 15 of this Table C-1 for 22.900C.010 for fees related to Design Review for Tree Protection.	
3. Environmental reviews (SEPA), including projects with more than one addressed site.	
4. Environmentally critical areas (ECA)	
a. Environmentally Critical Areas variance <sup>2</sup>	
b. ECA Exception	
c. Environmentally Critical Areas Administrative Conditional Use	
5. Shoreline permits	
a. Substantial development permits	
b. Variances <sup>2</sup> and conditional uses	
6. Short subdivisions <sup>3</sup> ; refer to subsection 10 of Table D-2 for 22.900D.010 for additional fees that may apply.	
7. Special exceptions	
8. Variances <sup>2</sup> Variances for community centers, child care centers, adult care centers, private schools, religious facilities, and libraries in single-family and multi-family zones shall be charged a minimum fee of ( <del>(\$1,930)</del> ) \$1,970 for the first 20 hours. Additional hours shall be charged at the <u>Land Use hourly</u> rate ( <del>(of \$386 an hour)</del> ). This exception applies if the application is combined only with an ACU application.	
9. Type II land use approvals such as, but not limited to, planned community/residential development, major site plan approvals, and Type II approvals that are not categorized otherwise in this Table C-1 for 22.900C.010.	

10. The minimum fee for Council conditional uses, Rezones, Public Projects, and all other Type IV and T (\$7,720)) \$7,880, which covers the first 20 hours of review.

11. Full subdivisions <sup>4</sup>; refer to subsection 10 of Table D-2 for 22.900D.010 for additional fees that may

12. Reserved

13. Reserved

**B. MISCELLANEOUS HOURLY LAND USE REVIEWS, RESEARCH, AND OTHER SERVICE**

Hours worked beyond those covered by minimum will be charged the Land Use hourly rate, unless other invoice.

Type of Land Use Review	Minimum Land Use Review Fee
14. Concurrency	Reserved
15. Design Review for Tree Protection <sup>5</sup>	
a. Design review required by Section 25.11.070 or protect exceptional tree if no other land use reviews	Land Use Hourly × 10
b. Design review elected by applicant for tree protection	Land Use Hourly × 10
16. Other Environmentally Critical Area (ECA) review site visit under Chapter 25.09 or Chapter 23.60A, including limited to:	Land Use Hourly × 1
a. ECA review for Wetlands, Fish, & Wildlife Habitat Areas on land use or construction permits shall be charged on an hourly basis	
b. Review to determine Environmentally Critical Areas, Wetlands and Riparian Corridor and Shoreline ECAs shall be charged on an hourly basis	
c. Other miscellaneous ECA reviews, inspections, and other reviews required by code or as a condition of approval shall be charged on an hourly basis	
17. Early design guidance	Land Use Hourly × 10
18. Establishing use for the record: Refer to subsection 10 of Table D-2 for 22.900D.010 for additional fees that may apply to	Land Use Hourly × 2
19. Extensions of Type IV Council Land Use Decisions	Land Use Hourly × 2
20. Land Use Code Interpretations <sup>6</sup>	Land Use Hourly × 10
21. Letters for detailed zoning analysis or permit responses	Land Use Hourly × 4
22. Lot Boundary Adjustment, Temporary Use > 4 weeks: Refer to subsection 10 of Table D-2 for 22.900D.010 for additional fees that may apply to this permit type	Land Use Hourly × 5
23. Major Institution - review of annual plan	Land Use Hourly × 6
24. Major phased development permit - minor amendments	Land Use Hourly × 2
25. Neighborhood planning	Reserved

26. Noise survey review and variance	See Table F-2 for 22.900F.020, Noise Fees
27. Open space remainder lots and surplus state prop	Land Use Hourly × 4
28. Pre-application conference <sup>7</sup>	Land Use Hourly × 2
29. Property Use and Development Agreement (PUD amendment)	Land Use Hourly × 2
30. Public benefit feature review	Land Use Hourly × 2
31. Renewals	Land Use Hourly × 2
32. Revisions other than shoreline revisions	Land Use Hourly × 1
33. School use and school development advisory com	Land Use Hourly × 10
34. Shoreline exemptions	Land Use Hourly × 1
35. Shoreline permit revisions not due to required co	Land Use Hourly × 2
36. Special accommodation	Land Use Hourly × 2
37. Structural building overhangs and areaways as a	Land Use Hourly × 2
38. Tree and Vegetation Restoration Review in ECA threshold where SEPA is not required other than for (subsection 25.09.070.E.1.b)	Land Use Hourly × 2
39. Street Improvement Exceptions on a Land Use p	Land Use Hourly × 2
40. Hazardous Tree Removal	Land Use Hourly × 1
<b>C. NON-HOURLY LAND USE FEES</b>	
<b>Type of Land Use Review</b>	<b>Fee</b>
41. Curb cuts as a separate component	
a. Single-family residential	<del>(((\$91))</del> <u>\$94.65</u> each
b. Other than single-family residential	<del>(((\$180))</del> <u>\$187.15</u> each
42. File Management	SDCI Base Fee × 1
a. Placing projects on hold at applicant request	
b. Splitting or combining projects	
43. Intake appointments for land use reviews; fee is occurrence	SDCI Base Fee × 1
44. Notice. All notice is charged based upon type for	
a. Land use information bulletin (GMR notice)	SDCI Base Fee × 1
b. Posting large sign or placards	<del>(((\$137.60))</del> <u>\$143.10</u>
c. Mailed notice	SDCI Base Fee per 500 pieces of mail or portions thereof
d. DJC decision publication	<del>(((\$215.90))</del> <u>\$224.50</u>
e. Neighborhood newspaper publication	Rate charged by newspaper
f. Public meeting room rental	<del>(((\$138.60))</del> <u>\$144.20</u>
45. Rebuild Letters	

a. With research	SDCI Base Fee × 1
b. Without research	<del>(\$46.50)</del> <u>\$48.40</u>
46. Records research by the Public Resource Center	SDCI Base Fee × 1
47. Recording Fees, for LBA or Short Subdivision	Rate charged by King County <sup>9</sup>
48. Shoreline Extensions	SDCI Base Fee × 1
49. Zoning Coaching	SDCI Base Fee × 1

Footnotes to Table C-1 for 22.900C.010: <sup>1</sup> For purposes of these land use fees, low-income housing is the definition of "housing, low income" in Section 23.84A.016; and (2) where at least 50 percent of the total site is committed to low-income housing use for at least 20 years. <sup>2</sup> The single variance fee shall be applied to multiple variances. <sup>3</sup> Includes short subdivisions in environmentally critical areas. <sup>4</sup> Includes unit-lot subdivisions in environmentally critical areas. <sup>5</sup> This fee applies if design review is initiated only for tree protection and tree removal under Items 1-14. <sup>6</sup> The fees for interpretations of Chapters 25.12, 25.16, 25.20, 25.21, 25.22, 25.24, and 25.25 of the Department of Neighborhoods. <sup>7</sup> The pre-application conference fee covers a one-hour conference and pre-application review time that normally occurs, for a total of two hours. Additional pre-application review time will be charged. See also subsection 22.900C.010.D. <sup>8</sup> Additional notice may be given in circumstances including but not limited to: new environmental review signs; reposting of the land use review or environmental signs; new component of the project; notice; revised decisions; and changes to the scope of the project. <sup>9</sup> Recording fees will be charged the same as King County at the time of document recording.

\* \* \*

Section 6. Section 22.900D.010 of the Seattle Municipal Code, last amended by Ordinance 125704, is amended as follows:

**22.900D.010 Development permit fees**

\* \* \*

<b>Table D-1 for 22.900D.010 - CALCULATION OF THE DEVELOPMENT FEE INDEX</b>	
<b>Total Valuation</b>	<b>Development Fee Index</b>
\$0 to \$1,000	<del>(\$216)</del> <u>\$231</u> for the first \$1,000 of value or fraction thereof
\$1,001 to \$25,000	<del>(\$216)</del> <u>\$231</u> for the first \$1,000 of value plus \$1.25 of value or fraction thereof
\$25,001 to \$50,000	<del>(\$516)</del> <u>\$531</u> for the first \$25,000 of value plus \$1.25 of value or fraction thereof
\$50,001 to \$75,000	<del>(\$816)</del> <u>\$831</u> for the first \$50,000 of value plus \$1.25 of value or fraction thereof
\$75,001 to \$100,000	<del>(\$1,103.50)</del> <u>\$1,118.50</u> for the first \$75,000 of value plus additional \$100 of value or fraction thereof
\$100,001 to \$175,000	<del>(\$1,378.50)</del> <u>\$1,393.50</u> for the first \$100,000 of value plus additional \$1,000 of value or fraction thereof



\$175,001 to \$250,000	(( <del>\$1,791</del> ) <u>\$1,806</u> for the first \$175,000 of value plus additional \$1,000 of value or fraction thereof
\$250,001 to \$500,000	(( <del>\$2,203.50</del> ) <u>\$2,218.50</u> for the first \$250,000 of value plus additional \$1,000 of value or fraction thereof
\$500,001 to \$750,000	(( <del>\$3,516</del> ) <u>\$3,531</u> for the first \$500,000 of value plus additional \$1,000 of value or fraction thereof
\$750,001 to \$1,000,000	(( <del>\$4,766</del> ) <u>\$4,781</u> for the first \$750,000 of value plus additional \$1,000 of value or fraction thereof
\$1,000,001 to \$1,500,000	(( <del>\$6,016</del> ) <u>\$6,031</u> for first \$1,000,000 of value plus additional \$1,000 of value or fraction thereof
\$1,500,001 to \$2,000,000	(( <del>\$8,391</del> ) <u>\$8,406</u> for the first \$1,500,000 of value plus additional \$1,000 of value or fraction thereof
\$2,000,001 to \$2,500,000	(( <del>\$10,766</del> ) <u>\$10,781</u> for first \$2,000,000 of value plus additional \$1,000 of value or fraction thereof
\$2,500,001 to \$3,000,000	(( <del>\$12,891</del> ) <u>\$12,906</u> for the first \$2,500,000 of value plus additional \$1,000 of value or fraction thereof
\$3,000,001 to \$3,500,000	(( <del>\$15,016</del> ) <u>\$15,031</u> for first \$3,000,000 of value plus additional \$1,000 of value or fraction thereof
\$3,500,001 to \$4,000,000	(( <del>\$17,016</del> ) <u>\$17,031</u> for first \$3,500,000 of value plus additional \$1,000 of value or fraction thereof
\$4,000,001 to \$4,500,000	(( <del>\$19,016</del> ) <u>\$19,031</u> for first \$4,000,000 of value plus additional \$1,000 of value or fraction thereof
\$4,500,001 to \$5,000,000	(( <del>\$20,766</del> ) <u>\$20,781</u> for the first \$4,500,000 of value plus additional \$1,000 of value or fraction thereof
\$5,000,001 to \$10,000,000	(( <del>\$22,516</del> ) <u>\$22,531</u> for the first \$5,000,000 of value plus additional \$1,000 of value or fraction thereof
\$10,000,001 to \$25,000,000	(( <del>\$37,516</del> ) <u>\$37,531</u> for the first \$10,000,000 of value plus additional \$1,000 of value or fraction thereof
\$25,000,001 to \$50,000,000	(( <del>\$82,516</del> ) <u>\$82,531</u> for the first \$25,000,000 of value plus additional \$1,000 of value or fraction thereof
\$50,000,001 to \$75,000,000	(( <del>\$157,516</del> ) <u>\$157,531</u> for the first \$50,000,000 of value plus additional \$1,000 of value or fraction thereof
\$75,000,001 to \$100,000,000	(( <del>\$220,016</del> ) <u>\$220,031</u> for the first \$75,000,000 of value plus additional \$1,000 of value or fraction thereof
\$100,000,001 to \$150,000,000	(( <del>\$282,516</del> ) <u>\$282,531</u> for the first \$100,000,000 of value plus additional \$1,000 of value or fraction thereof
\$150,000,001 to \$200,000,000	(( <del>\$382,516</del> ) <u>\$382,531</u> for the first \$150,000,000 of value plus additional \$1,000 of value or fraction thereof
\$200,000,001 and up	(( <del>\$482,516</del> ) <u>\$482,531</u> for the first \$200,000,000 of value plus additional \$1,000 of value or fraction thereof

**Table D-2 for 22.900D.010 - CALCULATION OF DEVELOPMENT FEES DETERMINED BY V**

Type of Development	Percent of Development Fee Index (DFI) Calculated from Project Value as Specified in Table D-1 <sup>1</sup> for 22.900D.010	
	Permit Fee	Plan Review Fee
1. Building, with or without mechanical equipment, without use	100% of DFI	100% of DFI
2. STFI (Subject to field inspection and/or mechanical <sup>2</sup> )	100% of DFI(( <del>9</del> ))	40% of DFI
3. Energy code compliance review Alternative and/or Simulated Performance Alternative	(included in subsection 1 of this Table D-2 for 22.900D.010)	SDCI hourly rate, 1 hour minimum
4. Mechanical permit:		
a. Submitted as part of a building permit application (if associated with other work)	(included in subsection 1 of this Table D-2 for 22.900D.010)	Mechanical review at the SDCI hourly rate, 1 hour minimum
b. If ( <del>(≥ \$50,000 in value and</del> ) submitted separately from a building permit application associated with other work) or if applied for a mechanical only permit; also see Section 22.900D.090 for mechanical equipment fees)	100% of DFI	<del>((All other applicable reviews at the))</del> SDCI hourly rate, 1 hour minimum
<del>((c. If &lt; \$50,000 in value and submitted from a building permit application with other work) or if applied for a mechanical only permit; also see Section 22.900D.090 for mechanical equipment fees))</del>	<del>((100% of DFI))</del>	<del>((100% of DFI for Initial Mechanical Review; all other applicable reviews (including Mechanical Corrections Reviews) at the SDCI hourly rate, 0.5 hour minimum))</del>
5. Blanket permit review fees:		
a. <del>((Initial tenant))</del> Tenant alterations within 18 months of the date of issuance of first certificate of occupancy within the area where the area of work is more than 100 square feet	<del>((<del>\$2.85</del>))</del> \$2.95 per 100 square feet <sup>1</sup>	<del>((<del>\$3.25</del>))</del> \$3.35 per 100 square feet <sup>1</sup>
b. <del>((Initial tenant))</del> Tenant alterations after 18 months of the date of issuance of first certificate of occupancy	100% of DFI	<del>((60%))</del> 100% of DFI
6. Initial tenant alterations applied within 18 months of the date of issuance of first certificate of occupancy (nonblanket permit) for tenant improvements to shell and core	50% of DFI based on new building value of shell and core	50% of DFI based on new building value of shell and core

7. Standard plans:		
a. Establishment of standard plan, temporary structures. (For swimming pools, see subsection 16 of this Table D-2 for additional fees)	100% of DFI	200% of DFI, plus SDCI hourly rate for review/approval of "options"
b. Establishment of already permitted standard plan	100% of DFI	100% of DFI, plus SDCI hourly rate for review/approval of "options"
c. Subsequent reviews of standard temporary structures	100% of DFI	60% of DFI, plus SDCI hourly rate for review/approval of "revisions"
d. Subsequent reviews of standard temporary structures	See subsection 18 of this Table D-2 for 22.900D.010	See subsection 18 of this Table D-2 for 22.900D.010
8. Factory-built housing and commercial structures:		
a. Modular construction, 3 or fewer modules	Base fee × 1	Base fee × 1 for each module
b. Modular construction, more than 3 modules	Base fee × 1	Base fee × 1 for each module, plus SDCI hourly rate for structural review
<b>Special Development Fees</b>		
9. Establishing use for the record:		
a. Applications with no construction	Base Fee × 1.5	None
b. Applications with construction: subsection 17 of Table C-1 for 22.900C.010 for additional Land Use Fees that apply to this type	100% of DFI	100% of DFI
10. Building review associated with actions and/or LBAs	None	SDCI hourly rate; 0.25 hour minimum
11. Noise survey reviews	None	See Table F-2 for 22.900F.020 Noise Fees
12. Parking facilities:		
a. Outside a building	See Section 22.900D.060	
b. Within or on a building	See subsection 22.900D.010.C	

13. Renewal (or Reestablishment) permits and/or separate mechanical subsection 22.900D.010.G and subsection 22.900D.010.L for exceptions and to fee	Base fee × 1.5	SDCI hourly rate
14. Single-family seismic retrofit:		
a. Permit for work in full compliance Impact Standards/Plans	Base fee × 1	None
b. Permit for work in partial compliance Project Impact Standards/Plans with engineering design of those portions compliance	Base fee × 1	SDCI hourly rate with 1 hour minimum
c. Voluntary seismic upgrades require engineering/design and not per Project Standards/Plans	100% of DFI	100% of DFI
15. Review of (( <del>Unreinforced Masonry Building Designation or Retrofit Standard</del> )) unreinforced masonry		
a. Review to change unreinforced masonry bearing wall building designation	None	SDCI base fee × 1
b. Review to determine seismic retrofit of previously retrofitted unreinforced building	None	SDCI hourly rate; 1 hour minimum
16. Special inspection	Base fee × 1	
17. Swimming pools <sup>4</sup> :		
a. Unenclosed pools accessory to Group R-3 occupancy	Base fee × 4	
b. Unenclosed pools accessory to Group R-3 other than Group R-3	Base fee × 6	
c. Principal use unenclosed pools	Base fee × 6	
d. Future construction of an unenclosed swimming pool	Base fee × 1	
e. Initial approval of standard plan pool accessory to Group R-3 occupancy	Base fee × 5	
f. Subsequent review of application approved swimming pool standard	Base fee × 1.5	
18. Temporary structures, such as coaches <sup>5</sup>	Base fee × 2 per structure	
19. Temporary use permits:		
a. For 4 weeks or less <sup>6</sup>	Base fee × 1.5	
b. For more than 4 weeks <sup>6</sup>	Base fee × 2	
20. Phased Permits:		
a. Value ≤ \$5,000,000 in value	Base fee × 1	

b. Value > \$5,000,000 in value	Base fee × 2	
21. ECA Small Project Waiver on permit	None	SDCI hourly rate((;)) ; 0.25 hour minimum
22. Street Improvement Exception permit	SDCI Land Use Hourly × 2	Land Use Hourly rate for each review hour spent beyond 2 hour minimum fee
23. Building Permit Shop Drawing	None	SDCI hourly rate: 1.75 hour minimum
24. Sprinkler Shop Drawings	None	SDCI hourly rate: 0.75 hour minimum
25. Sprinkler Only Permit Submit and/or Add/Alt)	Base fee × 0.75	See Chapter 22.900G.
26. Code Alternate Request	None	SDCI hourly rate, 2 hour minimum
27. Commercial Re-Roofing Perm	Base fee × .5	
Footnotes to Table D-2 for 22.900D.010 <sup>1</sup> The minimum permit fee or plan review fee for value-based f review fee for subject-to-field-inspection (STFI) value-based plan review is (((\$89)) \$92.45. <sup>3</sup> This fee is reflect the use and occupancy established in the shell and core permit. The value used shall be the new c the shell and core permit. <sup>4</sup> If a swimming pool is located within an enclosed building and is included in fee shall not be charged for the swimming pool. The swimming pool area will be considered as floor are This fee shall not apply to any on-site, temporary construction office where a valid building permit is in temporary uses shall be charged according to Table C-1 for 22.900C.010.		

F. Blanket permits

~~((1. The application fee for a blanket permit to cover initial nonstructural tenant alterations within the first three years of the first tenant alteration permit shall be charged at the rate of \$6 per 100 square feet of space to be improved within the life of the permit. A deposit based on the estimated value of the work to be completed during the life of the permit shall be collected at the time of application. As individual tenant spaces are reviewed, the amount of the fee equivalent to the floor space examined shall be deducted from the deposit per Table D-2 for 22.900D.010.))~~

~~((2.))~~ 1. The application fee for a blanket permit to cover nonstructural tenant alterations ~~((in previously-occupied space, or to cover initial nonstructural tenant alterations after three years of the first tenant~~

alteration permit,)) is one times the base fee. A deposit based on the estimated value of the proposed work within 18 months shall be collected at the time of application. As individual tenant spaces are reviewed, the fee for the work to be done shall be calculated according to Table D-2 for 22.900D.010 and deducted from the deposit.

((3-)) 2. If the estimated blanket fee deposit is used up in less time than the life of the permit and work remains to be done, an additional deposit shall be paid based on the estimated floor area remaining to be improved during the remaining life of the permit. If a portion of the deposit is unused at the end of the life of the permit and work remains to be done, credit for the balance of the deposit may be transferred from the expiring permit to a new blanket permit. To minimize additional accounting costs associated with blanket permits, if more than two deposits are made during the life of the blanket permit, the minimum amount of each subsequent deposit shall be \$2,000.

\* \* \*

H. Certificate of Occupancy. The issuance of a Certificate of Occupancy for existing buildings, either if no Certificate of Occupancy has previously been issued or if a change of occupancy is requested, requires a building permit. If there is no construction valuation (there is no work ((which)) that would require a building permit), the minimum building permit fee shall be assessed. In addition to the minimum building permit fee, if records research, plan examination, or inspection is required, charges shall be assessed at the SDCI hourly rate. If work is being done as authorized by a permit, the permanent Certificate of Occupancy fee is not assessed in addition to the building permit fee. The fee for a temporary Certificate of Occupancy shall be charged at the rate of 1/2 the base fee. The fee for the duplication of a Certificate of Occupancy is ((~~\$37.20~~)) \$38.65 unless records research, plan examination, or inspection is required, in which case charges shall be assessed at the SDCI hourly rate.

\* \* \*

Section 7. Section 22.900D.070 of the Seattle Municipal Code, last amended by Ordinance 124047, is

758

amended as follows:

**22.900D.070 Floodplain development approval or license fee((-))**

The fee for ~~((processing and review of applications for))~~ floodplain ~~((development approvals))~~ review shall be charged at the SDCI hourly rate ~~((of 1.5 times the base fee, except that the fee for processing and review of applications for a floodplain development license shall be charged at the rate of one (1) times the base fee))~~.

The fee for floodplain review and processing where no SDCI permit or license is required, including review of a FEMA Elevation Certificate and similar documents, shall be charged pursuant to subsection 22.900B.020.H.

Section 8. Section 22.900D.090 of the Seattle Municipal Code, last amended by Ordinance 125704, is amended as follows:

**22.900D.090 Permit fees for mechanical equipment and systems, other than boilers and pressure vessels and refrigeration systems**

\* \* \*

C. The fee to renew or reestablish a furnace permit is 1/2 the base fee.

D. A change fee of 1/4 of the base fee will be charged if work is added to an issued permit or if other information is changed.

\* \* \*

Section 9. Section 22.900D.100 of the Seattle Municipal Code, last amended by Ordinance 125704, is amended as follows:

**22.900D.100 Refrigeration equipment and systems**

\* \* \*

C. The fee to renew or reestablish a refrigeration permit is 1/2 the base fee.

D. A change fee of 1/4 of the base fee will be charged if work is added to an issued permit or if other information is changed.

Section 10. Section 22.900D.110 of the Seattle Municipal Code, last amended by Ordinance 125704, is amended as follows:

**22.900D.110 New installations and alterations of boilers and pressure vessels**

\* \* \*

B. The fee to renew or reestablish a boiler permit is 1/2 the base fee.

C. A change fee of 1/4 of the base fee will be charged if work is added to an issued permit or if other information is changed.

<b>Table D-12 for 22.900D.110 - INSTALLATION PERMIT FEES FOR BOILERS AND PRESSURE VESSELS</b>		
<b>Type of Installation</b>		<b>Installation Fee</b>
Boilers	Heated By Combustion Products Heating Surface (in Square Feet)	Electric Power Input (in KW)
	0-250	0-200
	>250-500	201-400
	>500-750	401-600
	>750-1,000	601-800
	>1,000	Over 800
Pressure Vessels <sup>1</sup>	Length times diameter in square feet	
	0-15	
	>15-30	
	>30-50	
	>50-100	
	>100	
Burner <sup>2</sup>	0-12,500,000 Btu/hr	
	Over 12,500,000 Btu/hr	
Automatic certification	0-12,500,000 Btu/hr	
	Over 12,500,000 Btu/hr	
Monitoring System	Per Boiler	



Footnotes to Table D-12 for 22.900D.110 <sup>1</sup> Rating size is the product of the two greatest dimensions of the vessel: diameter × overall length for the cylindrical vessels; maximum width × maximum length for rectangular vessels. <sup>2</sup> When a burner is installed in conjunction with a boiler, a separate fee shall not be charged for the burner.

Section 11. Section 22.900D.140 of the Seattle Municipal Code, last amended by Ordinance 125704, is amended as follows:

\* \* \*

<b>Table D-13 for 22.900D.140-PERMIT FEES FOR ELEVATORS AND OTHER CONVEYANCES</b>	
<b>New Installations and Relocations</b>	
<b>Type of Conveyance</b>	<b>Fee</b>
Hydraulic elevators	<del>(\$638.20)</del> <u>\$663.70</u> plus <del>(\$55.05)</del> <u>\$57.25</u> per hoist opening
Cabled geared and gearless elevators	<del>(\$1,223.45)</del> <u>\$1,272.35</u> plus <del>(\$93.10)</del> <u>\$96.85</u> per hoistway opening
Residential hydraulic and cabled elevators	<del>(\$481.55)</del> <u>\$500.80</u>
Dumbwaiters, manual doors	<del>(\$231.75)</del> <u>\$241</u> plus <del>(\$27.55)</del> <u>\$28.65</u> per hoistway opening
Dumbwaiters, power doors	<del>(\$231.75)</del> <u>\$241</u> plus <del>(\$65.60)</del> <u>\$68.25</u> per hoistway opening
Escalators and moving walks	<del>(\$1,816.10)</del> <u>\$1,888.75</u> plus the following: (width in inches + run in feet + vertical rise in feet) × <del>(\$5.55)</del> <u>\$5.80</u>
Accessibility lifts (vertical and inclined)	<del>(\$371.50)</del> <u>\$386.35</u>
Material lifts	<del>(\$446.60)</del> <u>\$464.45</u>
<b>Alterations &amp; Repairs</b>	
<b>Type of Conveyance</b>	<b>Fee</b>
Accessibility lifts (vertical and inclined)	<del>(\$185.20)</del> <u>\$192.60</u> plus <del>(\$27.55)</del> <u>\$28.65</u> for each \$1,000 of construction value or fraction thereof
Other elevators, escalators, walks, dumbwaiters, and lifts	<del>(\$222.30)</del> <u>\$231.15</u> plus <del>(\$37.10)</del> <u>\$38.55</u> for each \$1,000 of construction value or fraction thereof
<b>Elevator Cosmetic Alterations Only:</b>	
Weight differential less than or equal to 5%	<del>(\$222.30)</del> <u>\$231.15</u> plus <del>(\$37.10)</del> <u>\$38.55</u> for each \$1,000 of construction value or fraction thereof, to a maximum fee of <del>(\$446.60)</del> <u>\$464.45</u>
Weight differential greater than 5%	<del>(\$222.30)</del> <u>\$231.15</u> plus <del>(\$37.10)</del> <u>\$38.55</u> for each \$1,000 of construction value or fraction thereof

Alteration or replacement of a door opening device	(((\$266.70)) \$277.40 per opening device
--	---

Section 12. Section 22.900D.145 of the Seattle Municipal Code, last amended by Ordinance 125451, is amended as follows:

**22.900D.145 Site and geotechnical review fee**

\* \* \*

<b>Table D-SR for 22.900D.145 - SITE AND GEOTECHNICAL REVIEW FEES</b>				
<b>Type of Site Review</b>	<b>Minimum Fee</b>	<b>Time at Which Minimum Fee Is Due</b>	<b>Review Time Included in Minimum Fee</b>	<b>Time at Which Hourly Fees Are Due</b>
1. Pre-application site inspection	3/4 hour at the hourly rate	At the time of application intake	3/4 hour	At the time of application intake
2. Drainage or grading review separate from the development permit part of a MUP application	1/2 hour for each type at the SDCI hourly rate	At the time of application intake	1/2 hour each	At the time of permit issuance
3. Review to determine Environmental Critical Area exemptions	1/2 hour at the SDCI hourly rate	At the time of application intake	1/2 hour	At the time of decision
4. ECA Review	1/2 hour at the SDCI hourly rate	At the time of application intake	1/2 hour	At the time of permit issuance for additional hours beyond minimum
5. Geotechnical Review (Non ECA)	1/2 hour at the SDCI hourly rate	At the time of permit issuance	1/2 hour	At the time of permit issuance for additional hours beyond minimum
6. Drainage Review	1 hour at the SDCI hourly rate	At the time of application intake	1 hour	At the time of permit issuance for additional hours beyond minimum

7. Post-Issuance Geotechnical Review all permits with geotechnical special inspections	1 hour at the SDCI hourly rate	At the time of permit issuance	1 hour	At the time of final inspection, issuance of Certificate of Occupancy, or permit expiration for additional hours beyond minimum
8. Grading Season Extension Post-Issuance Dry Season Request	1 hour at the SDCI hourly rate	At the time of Post Sub Request	1 hour	At the time Post Sub is granted, for additional hours beyond minimum

POST-ISSUANCE SITE INSPECTIONS AND OTHER REVIEWS					
Type	Description	Action	Worktype	ECA Filter/Action Type	Rate
3001	SF/D	New	Field	ECA 1, 2, 8	1.5 × base rate
3001	SF/D	New	Field	ECA 3, 4, 5, 6, 7, 10, 11, 12	1.5 × base rate
3001	SF/D	New	Field	Non ECA	1.5 × base rate
3001	SF/D	New	Full	ECA 1, 2, 8	1.75 × base rate
3001	SF/D	New	Full	ECA 3, 4, 5, 6, 7, 10, 11, 12	1.75 × base rate
3001	SF/D	New	Full	Non ECA	1.75 × base rate
3001	SF/D	New	Full+/Full C	ECA 1, 2, 8	2.25 × base rate
3001	SF/D	New	Full+/Full C	ECA 3, 4, 5, 6, 7, 10, 11, 12	2 × base rate
3001	SF/D	New	Full+/Full C	Non ECA	2 × base rate
3001	SF/D	ADD/ALT	Field	ECA 1, 2, 8	1.5 × base rate
3001	SF/D	ADD/ALT	Field	ECA 3, 4, 5, 6, 7, 10, 11, 12	1.5 × base rate
3001	SF/D	ADD/ALT	Field	Non ECA	1.5 × base rate
3001	SF/D	ADD/ALT	Full	ECA 1, 2, 8	1.75 × base rate
3001	SF/D	ADD/ALT	Full	ECA 3, 4, 5, 6, 7, 10, 11, 12	1.75 × base rate
3001	SF/D	ADD/ALT	Full	Non ECA	1.5 × base rate
3001	SF/D	ADD/ALT	Full+/Full C	ECA 1, 2, 8	2 × base rate
3001	SF/D	ADD/ALT	Full+/Full C	ECA 3, 4, 5, 6, 7, 10, 11, 12	1.75 × base rate

3001	SF/D	ADD/ALT	Full+/Full C	Non ECA	2 × base rate
3001	COMM, MF, INST	NEW	Field	ECA 1, 2, 8	1.5 × base rate
3001	COMM, MF, INST	NEW	Field	ECA 3, 4, 5, 6, 7, 10, 11, 12	1.5 × base rate
3001	COMM, MF, INST	NEW	Field	Non ECA	1.5 × base rate
3001	COMM, MF, INST	NEW	Full	ECA 1, 2, 8	2.25 × base rate
3001	COMM, MF, INST	NEW	Full	ECA 3, 4, 5, 6, 7, 10, 11, 12	1.75 × base rate
3001	COMM, MF, INST	NEW	Full	Non ECA	1.75 × base rate
3001	COMM, MF, INST	NEW	Full+/Full C	ECA 1, 2, 8	2.75 × base rate
3001	COMM, MF, INST	NEW	Full+/Full C	ECA 3, 4, 5, 6, 7, 10, 11, 12	2.25 × base rate
3001	COMM, MF, INST	NEW	Full+/Full C	Non ECA	2 × base rate
3001	COMM, MF, INST	ADD/ALT	Field	ECA 1, 2, 8	1.5 × base rate
3001	COMM, MF, INST	ADD/ALT	Field	ECA 3, 4, 5, 6, 7, 10, 11, 12	1.5 × base rate
3001	COMM, MF, INST	ADD/ALT	Field	Non ECA	1.5 × base rate
3001	COMM, (( <del>MD</del> )) MF, IND, INST	ADD/ALT	Full	ECA 1, 2, 8	2 × base rate
3001	COMM, (( <del>MD</del> )) MF, IND, INST	ADD/ALT	Full	ECA 3, 4, 5, 6, 7, 10, 11, 12	1.75 × base rate
3001	COMM, (( <del>MD</del> )) MF, IND, INST	ADD/ALT	Full	Non ECA	1.75 × base rate
3001	COMM, (( <del>MD</del> )) MF, IND, INST	ADD/ALT	Full+/Full C	ECA 1, 2, 8	2 × base rate
3001	COMM, (( <del>MD</del> )) MF, IND, INST	ADD/ALT	Full+/Full C	ECA 3, 4, 5, 6, 7, 10, 11, 12	2 × base rate
3001	COMM, (( <del>MD</del> )) MF, IND, INST	ADD/ALT	Full+/Full C	Non ECA	1.75 × base rate
3002	Demo		All		1.25 × base rate
3001, 3005	ANY	TEMP, NONE	All		1.25 × base rate
3005	Grading Only		Field		1.5 × base rate

3005	Grading Only		Full		1.5 × base rate
3005	Grading Only		Full+/Full C		1.75 × base rate

<b>Legend for Table D-SR for 22.900D.145: Post-Issuance Site Inspections and Other Reviews</b>	
Type: 3001 = building permit 3002 = demolition permit 3005 = site permit (e.g., grading, vegetation, curb cut)	Description: SF/D = Single Family/Duplex MF = multi-family COMM = Commercial IND = Industrial Institution DEMO = Demolition Grading Only = Grading outside a building permit
Action: New = New construction ADD/ALT = Addition or alteration to existing building or structure TEMP = Temporary structure or use NONE = work not classified	Worktype: Field = Simple, STFI permit with plans to minimal standards Full = Simple, full plans required Full M = Medium complexity, full plans required Full C = complex, full plans required
ECA Filter/Action Type: ECA 1, 2, 8 = soil-related ECA issues ECA 3, 4, 5, 6, 7, 8, 10, 11,12 = other, non soil-related ECA issues	

Section 13. Section 22.900D.150 of the Seattle Municipal Code, last amended by Ordinance 125451, is amended as follows:

**22.900D.150 Electrical permit fees**

\* \* \*

<b>Table D-14 for 22.900D.150 - ELECTRICAL PERMIT FEES (When Plans Are Reviewed)</b>	
<b>Total Valuation</b>	<b>Fee</b>
\$0 to \$1,000	\$210 for the first \$1,000 of value or fraction thereof
\$1,001 to \$5,000	\$210 for the first \$1,000 of value plus \$6 for each additional \$100 of value or fraction thereof
\$5,001 to \$25,000	\$450 for the first \$5,000 of value plus \$2.75 for each additional \$100 of value or fraction thereof
\$25,001 to \$50,000	\$1,000 for the first \$25,000 of value plus \$2.50 for each additional \$100 of value or fraction thereof
\$50,001 to \$75,000	\$1,625 for the first \$50,000 of value plus \$2.25 for each additional \$100 of value or fraction thereof
\$75,001 to \$100,000	\$2,187.50 for the first \$75,000 of value plus \$2 for each additional \$100 of value or fraction thereof
\$100,001 to \$175,000	\$2,687.50 for the first \$100,000 of value plus \$8 for each additional \$1,000 of value or fraction thereof

\$175,001 to \$250,000	\$3,287.50 for the first \$175,000 of value plus \$7.50 each additional \$1,000 of value or fraction thereof
\$250,001 to \$500,000	\$3,850 for the first \$250,000 of value plus \$7 for each additional \$1,000 of value or fraction thereof
\$500,001 to \$750,000	\$5,600 for the first \$500,000 of value plus \$6.50 for additional \$1,000 or fraction thereof
\$750,001 to \$1,000,000	\$7,225 for the first \$750,000 of value plus \$6 for each additional \$1,000 of value or fraction thereof
\$1,000,001 to \$1,500,000	\$8,725 for the first \$1,000,000 of value plus \$5.50 for additional \$1,000 of value or fraction thereof
\$1,500,001 to \$2,000,000	\$11,475 for the first \$1,500,000 of value plus \$5 for additional \$1,000 of value or fraction thereof
\$2,000,001 to \$2,500,000	\$13,975 for the first \$2,000,000 of value plus \$4.50 each additional \$1,000 of value or fraction thereof
\$2,500,001 to \$3,000,000	\$16,225 for the first \$2,500,000 of value plus \$4 for additional \$1,000 of value or fraction thereof
\$3,000,001 to \$3,500,000	\$18,225 for the first \$3,000,000 of value plus \$3.50 each additional \$1,000 of value or fraction thereof
\$3,500,001 to \$4,000,000	\$19,975 for the first \$3,500,000 of value plus \$3 for additional \$1,000 of value or fraction thereof
\$4,000,001 to \$4,500,000	\$21,475 for each additional \$4,000,000 of value plus \$2 for each additional \$1,000 of value or fraction thereof
\$4,500,001 to \$5,000,000	\$22,850 for the first \$4,500,000 of value plus \$2.50 each additional \$1,000 of value or fraction thereof
\$5,000,001 to \$10,000,000	\$24,100 for the first \$5,000,000 of value plus \$2.25 each additional \$1,000 of value or fraction thereof
\$10,000,001 and up	\$34,100 for the first \$10,000,000 of value plus \$2 for additional \$1,000 of value or fraction thereof
Correction or revision	SDCI hourly rate, 1 hour minimum
Get started - ((after)) when submitting application with plans - branch circuits only	1/2 base rate plus administrative fee

**Table D-15  
for  
22.900D.150  
-  
ELECTRIC  
AL  
PERMIT  
FEES  
(When  
Plans Are  
Not  
Required)**

1.  
**Administrative Fee**

a. An administrative fee of \$72.95 will be charged in addition to the other fees specified in this table for all items except subsection 9 of this Table D-15 for 22.900D.150.

b. A change fee of \$58.60 will be charged if work is added to an issued permit and if other information is changed.

2. Services	Size	Fee
a. Services (installation, relocation and temporary installations; size based on conductor ampacity); service fees includes connection to one panel board when a service disconnect is provided ahead of the panel board	1-125A	$1/2((\frac{\$}{\text{ft}})) \times \text{bas}$



	126-200A	$3/4 \times$ base fee
	201-300A	$1 \times$ base fee
	301-399A	$1.5 \times$ base fee
	400-599A	$2 \times$ base fee
b. Service repair (mast and meter base only)	Any	$1/2 \times$ base fee

<p>c. Temp orary constr uction power for single - famil y reside nce; Ufer groun d inspec tion is includ ed only if the Ufer install ation inspec tion is condu cted at the same time as the tempo rary power inspec tion</p>	<p>Any</p>	<p>1/2 × base fe</p>
<p>d. Ufer install ation only</p>	<p>Any</p>	<p>Administrati</p>

e. Underground work (race ways only)	Any	1 × base fee	
f. Underground work (race ways only)	Any	1/2 × base fee	
g. SCL Service Meter Project	Any	1/2 × base fee Administrative	
<b>3. Feeders <sup>1</sup></b>			
	<b>Size</b>	<b>120v-480v</b>	<b>&gt; 480v</b>
	15-25A	\$17.10	1/4 × base fee
	30-50A	\$35.45	1/4 × base fee
	60-125A	1/2 × base fee	1/2 × base fee
	150A & less	3/4 × base fee	1 × base fee
	400A	plan review required	plan review required
<b>4. Connections, Devices, and Branch Circuits <sup>2</sup></b>			
a. Connections			<b>Fee</b>

Light outlet, switches, dimmers, receptacles, luminaires, residential-type fans	\$2.15 each
Track lighting or multi-outlet assembly	\$2.15 for each
b. <b>Devices and Branch Circuits</b>	<b>Fee</b>
Non-electrical furnace (( <sup>3</sup> ))	\$17.15 each
Dedicated appliances & utilization circuits (cord and plug or direct wired):	
(15-50A) Ranges, water heaters, etc.	\$17.15 each
Floodlight (( <sup>4</sup> )) <sup>3</sup>	\$7.80 each

Sign circuit (required for commercial spaces)	\$44.20 each
<b>5. Transformer Installations ((<sup>4</sup>))<sup>3</sup></b>	<b>Fee</b>
Up to 300 VA	\$7.80
300 VA to 6 KVA	\$17.15
7 KVA to 15 KVA	\$52.50
16 KVA to 45 KVA	1/2 × base fee
46 KVA to 112.5 KVA	3/4 × base fee
≥ 113 KVA	1 × base fee
<b>6. Motor Installations</b>	<b>Fee</b>
Up to 1/3 HP	\$7.80
1/3 HP to 3/4 HP	\$17.15
1 HP to 3 HP	\$25.70
4 HP to 5 HP	\$33.40
6 HP to 20 HP	1/4 × base fee
21 HP to 50 HP	1/2 × base fee
≥ 51 HP	3/4 × base fee

7. <b>Electrical Furnaces and Heaters</b>	<b>Fee</b>
Up to 2 KW	\$7.80
2 KW to 5 KW	\$17.15
6 KW to 15 KW	\$22.10
16 KW to 30 KW	1/4 × base fe
31 KW to 100 KW	1/2 × base fe
≥ 101 KW	3/4 × base fe
8. <b>Low- voltage and Communi cation Systems</b>	<b>Fee</b>
a. Low- voltage systems (( <sup>7</sup> )) <sup>5</sup> - sound systems, security systems, fire alarms, nurse call, industrial controls, and similar	Requires sep each system
Control unit	\$13.35 each
Device (activating, horn, alarm, etc.)	\$2.15 each

<p>Control systems (&gt; 100 volts) shall be based on the feeder schedule.</p>	
<p>b. Communications systems ((<sup>8</sup>))<sup>6</sup> - voice cable, data cable, coaxial cable, fiber optics, and similar</p>	<p>The maximum</p>
<p>Control unit</p>	<p>\$13.35</p>
<p>Outlet</p>	<p>\$2.15 each</p>
<p><b>9. Special Events</b></p>	
<p>a. Inspections occurring during normal business hours - Hourly at the SDCI hourly rate; minimum 1/2 hour</p>	

b. Inspections occurring outside normal business hours - Hourly at the SDCI hourly rate; minimum 1 1/2 hour	
10. <b>Inspection                  s for                  which no                  other fee                  is listed;                  including                  but not                  limited to                  Condition                  al Work                  and "Get                  Started"                  permits</b>	<u>Fee</u>
Each	Hourly at the minimum 1/2
11. <b>Renewabl                  e Energy                  Systems                  (photovolt                  aic, wind                  power                  generation                  , etc.)</b>	<u>Fee</u>
0 KW to 7.7 KW	$3/4 \times$ base fee
> 7.7 KW to 26 KW	$1 \times$ base fee
Over 26 KW	Plan review



<p>12. Size overcurrent protection for Electrical Vehicle (EV) charging stations</p>	
<p>Select fee for each charger to be installed.</p>	<p>Charging Station <b>Level 2A</b> (120-240 V) Charging Station <b>Level 3</b></p>
<p>15 TO 25 AM P CH G STA TION</p>	<p>\$17.05</p> <p>1/4 × base fee</p>
<p>30 TO 50 AM P CH G STA TION</p>	<p>\$35.70</p> <p>1/4 × base fee</p>

<p>60 TO 125 AM P CH G STA TIO N</p>	<p><math>1/2 \times</math> base fee</p>	<p><math>1/2 \times</math> base fee</p>
<p>150 TO 225 AM P CH G STA TIO N</p>	<p><math>3/4 \times</math> base fee</p>	<p><math>1 \times</math> base fee</p>
<p>250 TO 400 AM P CH G STA TIO N</p>	<p>Requires plan review.</p>	<p>Requires plan review.</p>
<p>OV ER 450 AM P CH G STA TIO N</p>	<p>Requires plan review.</p>	<p>Requires plan review.</p>

13. Selective Coordination Study Review - SDCI hourly rate, 1 hour minimum
--

Footnotes to  
Table D-15  
for  
22.900D.150  
<sup>1</sup> Feeders  
will be  
charged only  
for (a)  
subpanels,  
(b)  
distribution  
panels, and  
(c) branch  
circuits of 60  
amperes or  
over. <sup>2</sup> The  
residential  
light outlet  
fee includes  
the  
luminaire. ((  
<sup>3</sup> For  
furnaces  
where  
service  
exceeds 25  
amperes,  
provided an  
additional  
feeder fee  
shall not be  
charged. For  
furnaces  
where  
service is 25  
amperes or  
less, the  
furnace fee  
shall not  
apply  
provided a  
feeder fee is  
charged.)) ((<sup>4</sup>  
))<sup>3</sup> Outdoor  
area lighting

(parking lots, streets, etc.). The floodlight fee is charged per luminaire. ((<sup>5</sup>)<sup>4</sup> The transformer fee includes the primary feeder and one secondary feeder up to and including the first panelboard or disconnect. Additional secondary panelboards or disconnecting means are charged at the appropriate feeder rate. ((<sup>6</sup>)<sup>2</sup> Low-voltage systems include, but are not limited to, systems listed in Chapter 7 of the Seattle Electrical Code. Exempt: Residential wireless

security systems. ((<sup>7</sup>))<sup>6</sup> Communication systems include, but are not limited to, systems listed in Article 770 and Chapter 8 of the Seattle Electrical Code.

Section 14. Section 22.900D.160 of the Seattle Municipal Code, last amended by Ordinance 125704, is amended as follows:

**22.900D.160 Sign, awning, and canopy permit fees**

A. Permanent signs. For permanent signs, a permit fee of ~~(((\$147.10))~~ \$153 shall be charged for the first 32 square feet or less of the total display area of the sign plus an additional charge for each 10 square feet or fraction thereof of total display area in excess of 32 square feet as shown in Table D-16 for 22.900D.160. ~~(( Adding any on-premises business sign with over 5 square feet of area to an existing structure requires a permit. ))~~ A permit is required for all electric signs, and all signs exceeding 5 square feet in area that fall outside the allowances in Section 23.55.012.

Table D-16 for 22.900D.160-PERMANENT SIGN FEES		
Permanent Sign Size	Marginal Rate for Additional Charge	Applied Fee
0 to 32 sq. ft.		<del>(((\$147.10))</del> <u>\$153</u> for the first 32 sq. ft. thereof
32 to 100 sq. ft.	<del>(((\$23.95))</del> <u>\$24.90</u>	<del>(((\$147.10))</del> <u>\$153</u> for the first 32 sq. ft. <u>\$24.90</u> per additional 10 sq. ft.

100 to 150 sq. ft.	(( <del>\$26.40</del> ) <u>\$27.45</u> )	(( <del>\$314.75</del> ) <u>\$327.30</u> for the first 100 sq. ft. ( <del>\$26.40</del> ) <u>\$27.45</u> per additional 10 sq. ft. thereof)
150 to 200 sq. ft.	(( <del>\$26.40</del> ) <u>\$27.45</u> )	(( <del>\$446.75</del> ) <u>\$464.55</u> for the first 150 sq. ft. ( <del>\$26.40</del> ) <u>\$27.45</u> per additional 10 sq. ft. thereof)
200 to 250 sq. ft.	(( <del>\$29.15</del> ) <u>\$30.30</u> )	(( <del>\$578.75</del> ) <u>\$601.80</u> for the first 200 sq. ft. ( <del>\$29.15</del> ) <u>\$30.30</u> per additional 10 sq. ft. thereof)
250 to 300 sq. ft.	(( <del>\$29.15</del> ) <u>\$30.30</u> )	(( <del>\$724.50</del> ) <u>\$753.30</u> for the first 250 sq. ft. ( <del>\$29.15</del> ) <u>\$30.30</u> per additional 10 sq. ft. thereof)
300 to 350 sq. ft.	(( <del>\$32.20</del> ) <u>\$33.50</u> )	(( <del>\$870.25</del> ) <u>\$904.80</u> for the first 300 sq. ft. ( <del>\$32.20</del> ) <u>\$33.50</u> per additional 10 sq. ft. thereof)
350 to 400 sq. ft.	(( <del>\$32.20</del> ) <u>\$33.50</u> )	(( <del>\$1,031.25</del> ) <u>\$1,072.30</u> for the first 350 sq. ft. ( <del>\$32.20</del> ) <u>\$33.50</u> per additional 10 sq. ft. thereof)
400 to 450 sq. ft.	(( <del>\$35.50</del> ) <u>\$36.90</u> )	(( <del>\$1,192.25</del> ) <u>\$1,239.80</u> for the first 400 sq. ft. ( <del>\$35.50</del> ) <u>\$36.90</u> per additional 10 sq. ft. thereof)
450 to 500 sq. ft.	(( <del>\$35.50</del> ) <u>\$36.90</u> )	(( <del>\$1,369.75</del> ) <u>\$1,424.30</u> for the first 450 sq. ft. ( <del>\$35.50</del> ) <u>\$36.90</u> per additional 10 sq. ft. thereof)
500 to 550 sq. ft.	(( <del>\$39.20</del> ) <u>\$40.75</u> )	(( <del>\$1,547.25</del> ) <u>\$1,608.80</u> for the first 500 sq. ft. ( <del>\$39.20</del> ) <u>\$40.75</u> per additional 10 sq. ft. thereof)
550 to 600 sq. ft.	(( <del>\$39.20</del> ) <u>\$40.75</u> )	(( <del>\$1,743.25</del> ) <u>\$1,812.55</u> for the first 550 sq. ft. ( <del>\$39.20</del> ) <u>\$40.75</u> per additional 10 sq. ft. thereof)
600 to 650 sq. ft.	(( <del>\$43.25</del> ) <u>\$45</u> )	(( <del>\$1,939.25</del> ) <u>\$2,016.30</u> for the first 600 sq. ft. ( <del>\$43.25</del> ) <u>\$45</u> per additional 10 sq. ft. thereof)
650 sq. ft. and up	(( <del>\$47.75</del> ) <u>\$49.65</u> )	(( <del>\$2,155.50</del> ) <u>\$2,241.30</u> for the first 650 sq. ft. ( <del>\$47.75</del> ) <u>\$49.65</u> per additional 10 sq. ft. thereof)

\* \* \*

D. Wall Signs. The maximum fee for signs painted on or otherwise applied directly to the building wall without a frame or mechanical fasteners is ((~~\$673.10~~) \$700.05).

\* \* \*

Section 15. Section 22.900E.020 of the Seattle Municipal Code, last amended by Ordinance 125704, is amended as follows:

**22.900E.020 Boiler and pressure vessel certificates of operation**

\* \* \*

<b>Table E-1 for 22.900E.020 - FEES FOR CERTIFICATES OF OPERATION FOR BOILERS AND</b>			
<b>Type of Installation</b>			<b>Reinspection and Certificate Fee</b>
Boilers <sup>2</sup>	Heating By Combustion Products Heating Surface Square Feet)	Heated By Electricity Electric Power Input (in KW)	
	0-250	0-200	(((\$145)) <u>\$150.75</u>
	251-500	201-400	(((\$269.85)) <u>\$280.65</u>
	501-750	401-600	(((\$396.85)) <u>\$412.75</u>
	751-1,000	601-800	(((\$610.70)) <u>\$635.10</u>
	Over 1,000	Over 800	(((\$754.60)) <u>\$784.75</u>
Controls and limit devices automatic boilers (Charge addition to those fees listed above)	Automatic boilers (input)		Annual
	0-12,500,000 Btu		(((\$145)) <u>\$150.75</u>
	Over 12,500,000		(((\$179.95)) <u>\$187.15</u>
Monitoring systems for automatic boiler (Charged in addition to those fees listed above)			Annual
			(((\$359.85)) <u>\$374.20</u>
Unfired pressure vessels <sup>1</sup>		Rating Size	Biennial
		0-15	(((\$84.15)) <u>\$87.50</u>
		16-30	(((\$145)) <u>\$150.75</u>
		31-50	(((\$236)) <u>\$245.45</u>
		51-100	(((\$306.95)) <u>\$319.20</u>



	Over 100	<del>(\$451.90)</del> \$470
Domestic water heaters located in Group A, E, or I occupancy		Biennial <del>(\$55.05)</del> \$57.25
Footnotes to Table E-1 for 22.900E.020 <sup>1</sup> Rating size is the product of the two greatest dimensions of the length for the cylindrical vessels; maximum width × maximum length for rectangular vessels. <sup>2</sup> Fees for boilers installed prior to January 1, 1989, consisting of tanks whose contents are heated by electric elements that apply to unfired vessels of the same size.		

Section 16. Section 22.900E.030 of the Seattle Municipal Code, last amended by Ordinance 125704, is amended as follows:

**22.900E.030 Fees for elevator certificates of inspection**

\* \* \*

<b>Table E-2 for 22.900E.030 - FEES FOR ELEVATOR CERTIFICATES OF INSPECTION</b>	
<b>Type of Conveyance</b>	<b>Fee for Each Conveyance</b>
Hydraulic elevators	<del>(\$204.25)</del> \$212.40
Cable elevators <sup>1,2</sup>	<del>(\$278.35)</del> \$289.50 plus <del>(\$21.40)</del> \$22.25 for each hoistway opening in excess of two
Sidewalk elevators	<del>(\$185.20)</del> \$192.60
Hand-powered elevators	<del>(\$185.20)</del> \$192.60
Dumbwaiters	<del>(\$185.20)</del> \$192.60
Escalators and moving walks	<del>(\$278.35)</del> \$289.50
Accessibility lifts (vertical and inclined)	<del>(\$185.20)</del> \$192.60
Material lifts	<del>(\$185.20)</del> \$192.60
Fire emergency systems, Phase I or both Phase I and Phase II	<del>(\$93.10)</del> \$96.85
Footnotes to Table E-2 for 22.900E.030 <sup>1</sup> Elevators having a continuous hoistway wall of 100 feet or more without openings shall be charged a fee of <del>(\$451.90)</del> \$470 plus <del>(\$21.80)</del> \$21.65 for each hoistway opening in excess of two. <sup>2</sup> The fee for roped hydraulic elevators is the same as cable elevators.	

Section 17. Section 22.900E.040 of the Seattle Municipal Code, last amended by Ordinance 125704, is amended as follows:

**22.900E.040 Refrigeration systems annual operating permit fee**

~~((The annual operating permit fee for any refrigeration system is calculated according to Table E-3 for~~

~~22.900E.040. The fee for multiple systems on a single premises is based upon the total tonnage at the premises.~~

)) The annual operating permit fee for any refrigeration system is charged at a fee of \$101 per piece of equipment to be inspected.

~~((Table E-3 for 22.900E.040 – REFRIGERATION SYSTEMS ANNUAL OPERATING FEES~~

<del>Size of Equipment</del>	<del>Fee</del>
<del>0-50 tons</del>	<del>\$139.70</del>
<del>51-100 tons</del>	<del>\$212.75</del>
<del>Over 100 tons</del>	<del>\$300.55))</del>

Section 18. Section 22.900E.050 of the Seattle Municipal Code, last amended by Ordinance 125704, is amended as follows:

**22.900E.050 Boiler, refrigeration, and gas piping licenses and examinations**

\* \* \*

**Table E-4 for 22.900E.050 - FEES FOR BOILER, REFRIGERATION, AND GAS PIPING LICEN**

License Fees:	
Refrigeration Contractor	
Class A	<del>(((\$238.15))</del> <u>\$247.65</u>
Class B	<del>(((\$238.15))</del> <u>\$247.65</u>
Class C	<del>(((\$380))</del> <u>\$395.15</u>
Journeyman refrigeration mechanic	<del>(((\$105.85))</del> <u>\$110.05</u>
Refrigeration operating engineer	<del>(((\$105.85))</del> <u>\$110.05</u>
Steam engineers and boiler firemen (all grades)	<del>(((\$105.85))</del> <u>\$110.05</u>
Boiler supervisor, all grades	<del>(((\$117.50))</del> <u>\$122.15</u>
Gas piping mechanic	<del>(((\$105.85))</del> <u>\$110.05</u>
<b>Examination fees -all licenses</b>	<del>(((\$47.65))</del> <u>\$49.55</u>

Section 19. Section 22.900E.060 of the Seattle Municipal Code, last amended by Ordinance 125704, is amended as follows:

**22.900E.060 Registration of special inspectors**

\* \* \*

C. The fee for renewal of a special inspector certificate of registration covering one or more types of inspection for which the registrant has been qualified is ~~(((\$58.20))~~ \$60.50.

\* \* \*

Section 20. Section 22.900F.010 of the Seattle Municipal Code, last amended by Ordinance 125811, is amended as follows:

**22.900F.010 Monitoring vacant buildings**

\* \* \*

<b>Table F-1 for 22.900F.010-Monitoring Vacant Buildings</b>	
<b>Condition of Premises</b>	<b>Fee</b>
Building is closed to entry and premises are in compliance with applicable codes.	<del>(((\$261.40))</del> <u>\$271.85</u>
Building is closed to entry and premises are not in compliance with applicable codes.	<del>(((\$435))</del> <u>\$452.35</u>
Building is not closed to entry regardless of compliance with applicable codes.	<del>(((\$521.75))</del> <u>\$542.60</u>

\* \* \*

Section 21. Section 22.900G.015 of the Seattle Municipal Code, last amended by Ordinance 125704, is amended as follows:

**22.900G.015 Fees for review by the Office of Housing**

~~((A.))~~ An applicant for a ~~((land use permit who seeks to obtain extra floor area through a developer contribution for affordable housing or who proposes development subject to the mandatory housing affordability requirements (pursuant to Chapters 23.58B and 23.58C))~~ Master Use Permit, or for the first building permit that includes the structural frame for the structure if no Master Use Permit is required, where the application includes a proposal to provide or make a financial contribution for affordable housing or low-

income housing through the transfer of development rights or transfer of development potential, or as a condition of incentives, or to mitigate housing impacts according to Section 23.34.004, Section 23.49.012, Section 23.49.014, Section 23.49.015, Section 23.49.181, Section 23.54.015, Chapter 23.58A, Chapter 23.58B, Chapter 23.58C, or Section 23.75.085 shall pay a fee with application for the permit in the amount of \$550 to the Office of Housing for review of the application.

~~((B. This subsection 22.900G.015.B applies to low-income housing units that are subject to an agreement pursuant to Sections 23.48.021, 23.49.012, 23.49.014, 23.49.015, 23.50.053, 23.58A.014 or 23.58A.024.~~

~~1. An owner of such housing shall pay an annual monitoring fee of \$65 per unit of low-income rental housing to the Office of Housing to determine compliance with bonus and/or TDR requirements. The fee is not required in any year when, in consideration of The City of Seattle's agreement to make a loan for the purpose of providing long-term affordable housing for low-income households, a regulatory agreement that grants the City of Seattle covenants, restrictions, charges and easements is recorded against the property on which the low-income rental housing is located and is in effect.~~

~~2. An owner of an owner-occupied low-income housing unit shall, prior to closing any sale or other transfer of the unit after the initial sale or transfer, pay a fee in the amount of \$300 to the Office of Housing to determine compliance with bonus and/or TDR requirements.~~

#### ~~C. Fees in the MPC-YT zone~~

~~1. A land use permit applicant who seeks to provide 80 percent of area median income housing to meet an affordable housing production condition in Section 23.75.085 shall pay a fee in the amount of \$550 to the Seattle Department of Construction and Inspections for transfer to the Office of Housing for review of the application.~~

~~2. This subsection 22.900G.015.C.2 applies to 80 percent of area median income housing that is provided to meet an affordable housing production condition in Section 23.75.085:~~

~~a. An owner of such housing shall pay an annual monitoring fee of \$65 per rental unit of 80 percent of area median income rental housing to the Office of Housing to determine compliance with Section 23.75.085.~~

~~b. An owner of an owner-occupied unit of 80 percent of area median income housing shall, prior to closing any sale or other transfer of the unit after the initial sale or transfer, pay a fee in the amount of \$300 to the Office of Housing to determine compliance with Section 23.75.085.))~~

Section 22. Section 22.900G.080 of the Seattle Municipal Code, last amended by Ordinance 125586, is repealed:

~~((22.900G.080 Design Commission fees~~

~~The Commission will bill non-City applicants seeking long-term or permanent use of a right of way through a street, alley, or other public place pursuant to Chapter 15.62, a skybridge term permit pursuant to Chapter 15.64 or a significant structure pursuant to Chapter 15.65 at the hourly rate of \$112 an hour per Commissioner for subcommittee review, or \$791 an hour for full Commission review. Billing will be sent to the Seattle Department of Transportation for inclusion in the plan review costs charged to the applicant or will be billed directly to the applicant by the Seattle Department of Transportation. For projects billed through the Seattle Department of Transportation, applicant payments made to the Seattle Department of Transportation will be transferred from the Transportation Fund to the Office of Planning and Community Development to support the Commission's work. Fees may be waived, in whole or in part, at the discretion of the Commission with the concurrence of the City Budget Director in the following circumstances:~~

~~1. When Commission fees, if charged, would be disproportionate to the sums available for the project and could cause abandonment of the project for the following types of projects: art works, projects funded by grants and donations, neighborhood self-help projects undertaken by volunteers and nonprofit organizations, and small public agency capital improvements;~~

~~2. For low-income and special needs housing projects subject to Commission review.))~~

Section 23. Sections 1 through 22 of this ordinance shall take effect on January 1, 2020.

Section 24. This ordinance shall take effect and be in force 30 days after its approval by the Mayor, but if not approved and returned by the Mayor within ten days after presentation, it shall take effect as provided by Seattle Municipal Code Section 1.04.020.

Passed by the City Council the \_\_\_\_\_ day of \_\_\_\_\_, 2019, and signed by me in open session in authentication of its passage this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
President \_\_\_\_\_ of the City Council

Approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Jenny A. Durkan, Mayor

Filed by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Monica Martinez Simmons, City Clerk

## SUMMARY and FISCAL NOTE\*

<b>Department:</b>	<b>Dept. Contact/Phone:</b>	<b>CBO Contact/Phone:</b>
SDCI	Shane Muchow/206-684-7396	Christie Parker / 206-684-5211

*\* Note that the Summary and Fiscal Note describes the version of the bill or resolution as introduced; final legislation including amendments may not be fully described.*

### **1. BILL SUMMARY**

**Legislation Title:** AN ORDINANCE relating to fees and charges for permits and activities of the Seattle Department of Construction and Inspections, related fees by other departments, and technical corrections; amending Sections 3.58.090, 15.04.074, 22.900B.010, 22.900B.020, 22.900C.010, 22.900D.010, 22.900D.070, 22.900D.090, 22.900D.100, 22.900D.110, 22.900D.140, 22.900D.145, 22.900D.150, 22.900D.160, 22.900E.020, 22.900E.030, 22.900E.040, 22.900E.050, 22.900E.060, 22.900F.010, and 22.900G.015 of the Seattle Municipal Code (SMC); and repealing Section 22.900G.080 of the SMC.

#### **Summary and background of the Legislation:**

This legislation revises most of SDCI's fees and charges by 4% plus rounding adjustments, beginning on January 1, 2020. The majority of SDCI's fees and charges were last revised effective January 1, 2019 on the same basis but estimated the City of Seattle's Annual Wage Increase (AWI) for 2019, which was estimated at 3%. The proposed 2020 fee revisions include inflationary adjustments to fees, except for the Land Use Hourly rate, which was identified in City Council Green Sheet 33-8-E-2-2019, and electrical, refrigeration and furnace fees, which are held constant in 2020. SDCI has determined that the electrical and refrigeration & furnace cost centers have sufficient revenue streams with their existing fee levels. In addition, SDCI will follow City Council's specifications in Green Sheet 33-8-E-2-2019 to adjust the Land Use Hourly rate from the current \$386 to \$394, which will cascade through other Land Use fees that are based on the Land Use Hourly rate. SDCI is also making an adjustment to the minimum fee in the D-1 Development Fee Index table to realign this fee with the SDCI base rate, as these fees have been aligned in prior years. Finally, SDCI is making a number of technical changes to clarify or simplify existing fees which are not expected to have an impact on fee revenues. These include modifications to electrical, mechanical, refrigeration, and blanket permit fees, along with adding authorization to charge for certain floodplain reviews, zoning coaching appointments, and change fees for furnace, refrigeration and boiler installations.

SDCI is primarily fee-supported and its fees and charges are necessary to support SDCI's permitting operations. All fees collected by SDCI for processing SDCI's permits are used for that purpose, and the fee structure is reflective of the Seattle Municipal Code requirements to recoup the cost of providing the permitting service. Similarly, other fees are set to recover the costs of certain code enforcement activities.

The 2020 inflationary adjustment of 4% is based on guidance provided by the City Budget Office (CBO). Once an agreement is in place for the AWI for 2019-2020-2021, any variance

between the inflationary adjustment of 3% assumed in 2019 and 4% assumed in 2020, can be incorporated in SDCI’s inflationary adjustment for 2021.

As an Enterprise Fund, SDCI must recover all costs associated with administering development permits through permit fees and charges and we usually adjust permit fees and charges for inflation on an annual basis. However, the Land Use Hourly billable rate was held constant from 2000-2016. In 2016, we began to make corrections to the Land Use Hourly rate. Specifically, the adjustments to the Land Use hourly were: from \$250 to \$280 in 2016, then raised to \$315 in 2017, to \$324 in 2018, and then to \$386 in 2019 per City Council Green Sheet 33-8-E-2-2019, which fully adjusted the Land Use Hourly rate to reflect inflation. This legislation proposes raising the Land Use Hourly to \$394 in 2020, per the guidance of the related City Council Green Sheet and necessary to ensure the actual costs of administering development permits are recouped.

Attachment A to this Summary and Fiscal Note, “SDCI Permit Fee and Charges proposed for 2020” provides a summary of all 2019 SDCI fees affected by this proposed ordinance, and proposed changes for 2020. Prior to proposing this legislation, these fees were reviewed to determine whether the cost of providing the service warrants a fee change, if improvements to the fee structure are necessary, or if new fees are required. As indicated above, most fee increases in this proposed ordinance are adjustments based on an estimated AWI for 2020 (4%).

Additionally, SDCI is making technical legislative changes on behalf of the Office of Housing, SDOT, and the Design Commission for fees they collect which are located in Title 22. The Design Commission fees represent two years of inflationary increases because these fees have not changed since 2018. These changes will not have a revenue impact to SDCI. See response to Question 4.a.

**2. CAPITAL IMPROVEMENT PROGRAM**

Does this legislation create, fund, or amend a CIP Project? \_\_\_ Yes X No

**3. SUMMARY OF FINANCIAL IMPLICATIONS**

Does this legislation amend the Adopted Budget? \_\_\_ Yes X No

Appropriation change (\$):	General Fund \$		Other \$	
	2020	2021	2020	2021
	\$0	\$0	\$0	\$0
Estimated revenue change (\$):	Revenue to General Fund		Revenue to Other Funds	
	2020	2021	2020	2021
	\$694	\$694	\$1,236,322	\$1,236,322
Positions affected:	No. of Positions		Total FTE Change	
	2020	2021	2020	2021
	0	0	0	0



**Does the legislation have other financial impacts to the City of Seattle that are not reflected in the above, including direct or indirect, short-term or long-term costs?**

No.

**Is there financial cost or other impacts of *not* implementing the legislation?**

Not implementing this legislation as proposed would create a situation where the revenues SDCI collects through fees would not fully align with the cost of providing permitting services and maintaining sufficient reserves for sound financial management. Without the proposed fee increases SDCI may be required to reduce staff, which would result in longer permit processing and inspection review times. Such reductions would impact the Department's ability to perform its permitting and enforcement responsibilities and delay service to customers.

**3.a. Appropriations**

This legislation adds, changes, or deletes appropriations.

**3.b. Revenues/Reimbursements**

This legislation adds, changes, or deletes revenues or reimbursements.

**Anticipated Revenue/Reimbursement Resulting from this Legislation:**

Fund Name and Number	Dept	Revenue Source	2020 Estimated Additional Revenue
Construction and Inspections Fund (48100)	SDCI	Boiler	\$56,742
Construction and Inspections Fund (48100)	SDCI	Building Development	\$257,447
Construction and Inspections Fund (48100)	SDCI	Electrical	\$0
Construction and Inspections Fund (48100)	SDCI	Elevator	\$197,522
Construction and Inspections Fund (48100)	SDCI	Land Use	\$464,559
Construction and Inspections Fund (48100)	SDCI	Noise	\$22,726
Construction and Inspections Fund (48100)	SDCI	Other Miscellaneous	\$21,136
Construction and Inspections Fund (48100)	SDCI	Refrigeration & Furnace	\$0
Construction and Inspections Fund (48100)	SDCI	Signs	\$23,830
Construction and Inspections Fund (48100)	SDCI	Site Review & Development	\$192,360
General Fund (00100)	SDOT	Design Commission *	\$694
<b>TOTAL</b>			<b>\$1,237,016</b>

\* Design Commission 2020 Estimated Additional Revenue is based on 2018 revenue actuals.

**Is this change one-time or ongoing?**

On-going.

**Revenue/Reimbursement Notes:**

None.

### 3.c. Positions

\_\_\_\_\_ This legislation adds, changes, or deletes positions.

### 4. OTHER IMPLICATIONS

**a. Does this legislation affect any departments besides the originating department?**

Yes. The legislation adjusts fees for inflation in Title 22 for Design Commission review of street vacation requests. These fees are collected by the Department of Transportation (SDOT) on behalf of the Design Commission. The proposed changes were developed in coordination with SDOT and the Design Commission. They will not have a revenue impact to SDCI, and are expected to result in only a negligible increase in revenue for the Design Commission, if any, due to the small body of work and associated fees collected for vacations historically and the unpredictable nature of vacation requests.

This legislation clarifies language in Title 22 related to fees collected by SDCI for Office of Housing (OH) review of affordable and low-income housing projects. The proposed changes were developed in coordination with OH, and do not include any changes to the dollar value of OH fees. They will not have a revenue impact to SDCI.

**b. Is a public hearing required for this legislation?**

No.

**c. Does this legislation require landlords or sellers of real property to provide information regarding the property to a buyer or tenant?**

No.

**d. Is publication of notice with *The Daily Journal of Commerce* and/or *The Seattle Times* required for this legislation?**

No.

**e. Does this legislation affect a piece of property?**

No.

**f. Please describe any perceived implication for the principles of the Race and Social Justice Initiative. Does this legislation impact vulnerable or historically disadvantaged communities? What is the Language Access plan for any communications to the public?**

This legislation would result in fee and service charge increases for most SDCI customers but does not result in a disproportionate or disparate impact for any customer, including customers from vulnerable or historically disadvantaged communities.

**g. If this legislation includes a new initiative or a major programmatic expansion: What are the specific long-term and measurable goal(s) of the program? How will this legislation help achieve the program's desired goal(s).**

This legislation does not include a new initiative or major programmatic expansion.

**List attachments/exhibits below:**

Summary Attachment A – SDCI Permit Fees and Charges Proposed for 2020

Fee Type	Description	Last Modified	Adopted 2019 Fee	Proposed 2020 Fee	Comments
ORDINANCE SECTION 3					
22.900B.010 Base fee and hourly rate					
A. SDCI Base Fee	Base fee for many SDCI services	2019	\$222	\$231	CPI adjustment
B. All Other Hourly Fees - Land Use Hourly  - Other than Land Use Review	Hourly rate for land use review	2019	\$386	\$394	CPI-based adjustment
	Hourly rate for all services other than land use review, except where a different hourly rate is specified		\$222	\$231	CPI adjustment
C. SDCI Hourly Rate & Overtime Rate	Hourly rate where "SDCI hourly rate" is specified; Overtime rate for services where no base hourly rate is specified is same as "SDCI hourly rate", minimum fee is one hour with minimum increments of ¼ hour	2019	\$222	\$231	CPI adjustment
ORDINANCE SECTION 4					
22.900B.020 Miscellaneous and special fees					
D. Address Change	Fee to correct the address on an application or an issued permit	2019	\$60.25	\$62.75	CPI adjustment
22.900B.020 Table B-1 Fees for Reproductions from Electronic and Microfilm Records					
E. Microfilm record copy for 8½"x11" and 11"x17" paper	Fee for copies from microfilm records	2019	\$1.50 per copied page	\$1.55 per copied page	CPI adjustment

Fee Type	Description	Last Modified	Adopted 2019 Fee	Proposed 2020 Fee	Comments
H. Floodplain review and approval where no SDCI permit or license is required - Floodplain development review on behalf of other agencies or departments  - Review of documents and similar floodplain services where no development is proposed, including but not limited to Elevation Certificates, Letters of Map Change and similar documents associated with the National Flood Insurance Program  - Review time in excess of the time included in the minimum fee	SDCI hourly rate	NA	NA	\$231	Cost recovery
	½ Base rate due at intake	NA	NA	\$115.50 for first ½ hour	Cost recovery
	SDCI hourly rate	NA	NA	\$231	Cost recovery
ORDINANCE SECTION 5					
22.900C.010 Table C-1.A – Master Use Permit, Environmental Critical Areas, City Council and Hearing Examiner Approvals and Table C-1.B – Miscellaneous Hourly Land Use Reviews, Research, and Other Services					
1. Administrative conditional uses (ACUs)	ACUs for community centers, child care centers, adult care centers, private schools, religious facilities and public and private libraries in single family and multi-family zones shall be charged a minimum fee	2019	\$1,930 for first 20 hours; additional hours at \$386/hour	\$1,970 for first 20 hours; additional hours at \$394/hour	CPI adjustment
2. Design Review	Administrative Design Review, Master Planned Community Design Review and Streamlined or Hybrid Design Review	2019	\$3,860 minimum	\$3,940 minimum	CPI adjustment
	Full Design Review		\$7,720 minimum for first 20 hours	\$7,880 minimum for first 20 hours	CPI adjustment
8. Variances	Variances for community centers, child care centers, adult care centers, private schools, religious facilities and public and private libraries in single family and multi-family zones	2019	\$1,930 for first 20 hours; additional hours at \$386/hour	\$1,970 for first 20 hours; additional hours at \$394/hour	CPI adjustment

Fee Type	Description	Last Modified	Adopted 2019 Fee	Proposed 2020 Fee	Comments
10. Conditional uses, Rezones, Public Projects and all other Type IV and Type V land use approvals		2019	\$7,720 minimum for first 20 hours	\$7,880 minimum for first 20 hours	CPI adjustment
22.900C.010 Table C-1.C – Non-Hourly Land Use Fees					
41.a. Curb Cuts – Single-family residential	Minimum land use review fee for curb cuts as a separate component	2019	\$91 each	\$94.65 each	CPI adjustment
41.b. Curb Cuts – Other than single-family residential	Minimum land use review fee for curb cuts as a separate component	2019	\$180 each	\$187.15 each	CPI adjustment
44.b. Notice – Posting large sign or placard	Charged upon type for each occurrence	2019	\$137.60	\$143.10	CPI adjustment
44.d. Notice – DJC decision publication	Charged upon type for each occurrence	2019	\$215.90	\$224.50	CPI adjustment
44.f. Notice – Public meeting room rental	Charged upon type for each occurrence	2019	\$138.60	\$144.20	CPI adjustment
45.b. Rebuild Letters – Without research	Non-hourly land use review fee	2019	\$46.60	\$48.40	CPI adjustment
49. Zoning Coaching	SDCI base fee	NA	NA	\$231	Cost Recovery
ORDINANCE SECTION 6					
22.900D.010 Table D-1 – Calculation of the Development Fee Index					
Beginning fee for the first \$1,000 of value for projects with a total valuation of \$0 to \$1,000	Development fee index	2019	\$216	\$231	CPI Adjustment
Beginning fee for the first \$1,000 of value for projects with a total valuation of \$1,001 to \$25,000	Development fee index	2019	\$216	\$231	CPI Adjustment
Marginal rate for each additional \$100 of value or fraction thereof			No change	No change	
Beginning fee for the first \$25,000 of value for projects with a total valuation of \$25,001 to \$50,000	Development fee index	2019	\$516	\$531	CPI Adjustment
Marginal rate for each additional \$100 of value or fraction thereof			No change	No change	

Fee Type	Description	Last Modified	Adopted 2019 Fee	Proposed 2020 Fee	Comments
Beginning fee for the first \$50,000 of value for projects with a total valuation of \$50,001 to \$75,000  Marginal rate for each additional \$100 of value or fraction thereof	Development fee index	2019	\$816  No change	\$831  No change	CPI Adjustment
Beginning fee for the first \$75,000 of value for projects with a total valuation of \$75,001 to \$100,000  Marginal rate for each additional \$100 of value or fraction thereof	Development fee index	2019	\$1,104  No change	\$1,118.50  No change	CPI Adjustment
Beginning fee for the first \$100,000 of value for projects with a total valuation of \$100,001 to \$175,000  Marginal rate for each additional \$1,000 of value or fraction thereof	Development fee index	2019	\$1,379  No change	\$1,393.50  No change	CPI Adjustment
Beginning fee for the first \$175,000 of value for projects with a total valuation of \$175,001 to \$250,000  Marginal rate for each additional \$1,000 of value or fraction thereof	Development fee index	2019	\$1,791  No change	\$1,806  No change	CPI Adjustment
Beginning fee for the first \$250,000 of value for projects with a total valuation of \$250,001 to \$500,000  Marginal rate for each additional \$1,000 of value or fraction thereof	Development fee index	2019	\$2,204  No change	\$2,218.50  No change	CPI Adjustment

Fee Type	Description	Last Modified	Adopted 2019 Fee	Proposed 2020 Fee	Comments
Beginning fee for the first \$500,000 of value for projects with a total valuation of \$500,001 to \$750,000  Marginal rate for each additional \$1,000 of value or fraction thereof	Development fee index	2019	\$3,516  No change	\$3,531  No change	CPI Adjustment
Beginning fee for the first \$750,000 of value for projects with a total valuation of \$750,001 to \$1,000,000  Marginal rate for each additional \$1,000 of value or fraction thereof	Development fee index	2019	\$4,766  No change	\$4,781  No change	CPI Adjustment
Beginning fee for the first \$1,000,000 of value for projects with a total valuation of \$1,000,001 to \$1,500,000  Marginal rate for each additional \$1,000 of value or fraction thereof	Development fee index	2019	\$6,016  No change	\$6,031  No change	CPI Adjustment
Beginning fee for the first \$1,500,000 of value for projects with a total valuation of \$1,500,001 to \$2,000,000  Marginal rate for each additional \$1,000 of value or fraction thereof	Development fee index	2019	\$8,391  No change	\$8,406  No change	CPI Adjustment
Beginning fee for the first \$2,000,000 of value for projects with a total valuation of \$2,000,001 to \$2,500,000  Marginal rate for each additional \$1,000 of value or fraction thereof	Development fee index	2019	\$10,766  No change	\$10,781  No change	CPI Adjustment



Fee Type	Description	Last Modified	Adopted 2019 Fee	Proposed 2020 Fee	Comments
Beginning fee for the first \$2,500,000 of value for projects with a total valuation of \$2,500,001 to \$3,000,000  Marginal rate for each additional \$1,000 of value or fraction thereof	Development fee index	2019	\$12,891  No change	\$12,906  No change	CPI Adjustment
Beginning fee for the first \$3,000,000 of value for projects with a total valuation of \$3,000,001 to \$3,500,000  Marginal rate for each additional \$1,000 of value or fraction thereof	Development fee index	2019	\$15,016  No change	\$15,031  No change	CPI Adjustment
Beginning fee for the first \$3,500,000 of value for projects with a total valuation of \$3,500,001 to \$4,000,000  Marginal rate for each additional \$1,000 of value or fraction thereof	Development fee index	2019	\$17,016  No change	\$17,031  No change	CPI Adjustment
Beginning fee for the first \$4,000,000 of value for projects with a total valuation of \$4,000,001 to \$4,500,000  Marginal rate for each additional \$1,000 of value or fraction thereof	Development fee index	2019	\$19,016  No change	\$19,031  No change	CPI Adjustment
Beginning fee for the first \$4,500,000 of value for projects with a total valuation of \$4,500,001 to \$5,000,000  Marginal rate for each additional \$1,000 of value or fraction thereof	Development fee index	2019	\$20,766  No change	\$20,781  No change	CPI Adjustment

Fee Type	Description	Last Modified	Adopted 2019 Fee	Proposed 2020 Fee	Comments
Beginning fee for the first \$5,00,000 of value for projects with a total valuation of \$5,000,001 to \$10,000,000  Marginal rate for each additional \$1,000 of value or fraction thereof	Development fee index	2019	\$22,516  No change	\$22,531  No change	CPI Adjustment
Beginning fee for the first \$10,000,000 of value for projects with a total valuation of \$10,000,001 to \$25,000,000  Marginal rate for each additional \$1,000 of value or fraction thereof	Development fee index	2019	\$37,516  No change	\$37,531  No change	CPI Adjustment
Beginning fee for the first \$25,000,000 of value for projects with a total valuation of \$25,000,001 to \$50,000,000  Marginal rate for each additional \$1,000 of value or fraction thereof	Development fee index	2019	\$82,516  No change	\$82,531  No change	CPI Adjustment
Beginning fee for the first \$50,000,000 of value for projects with a total valuation of \$50,000,001 to \$75,000,000  Marginal rate for each additional \$1,000 of value or fraction thereof	Development fee index	2019	\$157,516  No change	\$157,531  No change	CPI Adjustment
Beginning fee for the first \$75,000,000 of value for projects with a total valuation of \$75,000,001 to \$100,000,000  Marginal rate for each additional \$1,000 of value or fraction thereof	Development fee index	2019	\$220,016  No change	\$220,031  No change	CPI Adjustment

Fee Type	Description	Last Modified	Adopted 2019 Fee	Proposed 2020 Fee	Comments
Beginning fee for the first \$100,000,000 of value for projects with a total valuation of \$100,000,001 to \$150,000,000  Marginal rate for each additional \$1,000 of value or fraction thereof	Development fee index	2019	\$282,516  No change	\$282,531  No change	CPI Adjustment
Beginning fee for the first \$150,000,000 of value for projects with a total valuation of \$150,000,001 to \$200,000,000  Marginal rate for each additional \$1,000 of value or fraction thereof	Development fee index	2019	\$382,516  No change	\$382,531  No change	CPI Adjustment
Beginning fee for the first \$200,000,000 of value for projects with a total valuation of \$200,000,001 and up  Marginal rate for each additional \$1,000 of value or fraction thereof	Development fee index	2019	\$482,516  No change	\$482,531  No change	CPI Adjustment
22.900D.010 Table D-2 – Calculation of Development Fees Determined by Value					
4.b. Mechanical permit	Type of Development  - Permit fee  - Plan review fee	2015	If ≥\$50,000 in value and submitted separately from a building permit application (if associated with other work) or if applied for as a mechanical only permit; also see Section 22.900D.090 for mechanical equipment fees  No change  All other applicable reviews at the SDCI hourly rate, 1 hour minimum	If submitted separately from a building permit application (if associated with other work) or if applied for as a mechanical only permit; also see Section 22.900D.090 for mechanical equipment fees  No change  SDCI hourly rate, 1 hour minimum	Now applicable to all mechanical permits submitted separately from building permits and mechanical-only permits

Fee Type	Description	Last Modified	Adopted 2019 Fee	Proposed 2020 Fee	Comments
4.c. Mechanical permit	Type of Development  - Permit fee  - Plan review fee	2015	If <\$50,000 in value and submitted separately from a building permit application (if associated with other work) or if applied for as a mechanical only permit; also see Section 22.900D.090 for mechanical equipment fees  100% of DFI  100% of DFI for Initial Mechanical Review; all other applicable reviews (including Mechanical Corrections Reviews) at the SDCI hourly rate, 0.5 hour minimum	NA  NA  NA	Now covered under 4.b.
5.a. Blanket Permit Review Fees for Earlier Alterations	Type of Development  - Permit fee  - Plan review fee	2011  2019  2019	Initial tenant alterations applied for within 18 months of the date of issuance of the first certificate of occupancy within a building where the area of work is more than 50,000 sq. ft.  \$2.85 per 100 sq. ft.  \$3.25 per 100 sq. ft.	Tenant alterations applied for within 18 months of the date of issuance of the first certificate of occupancy within a building where the area of work is more than 50,000 sq. ft.  \$2.95 per 100 sq. ft.  \$3.35 per 100 sq. ft.	Now includes all tenant alterations applied for within 18 months  CPI adjustment  CPI adjustment
5.b. Blanket Permit Review Fees for Earlier Alterations	Type of Development  - Permit fee  - Plan review fee	2011  2011  2011	Initial tenant alterations applied for after 18 months of the date of issuance of the first certificate of occupancy  100% of DFI  60% of DFI	Tenant alterations applied for after 18 months of the date of issuance of the first certificate of occupancy  No change  100% of DFI	Now includes all tenant alterations applied for after 18 months  NA  Revised to be consistent with Permit fee
Footnote 1- Minimum permit fee or plan review fee for value-based fees		2019	\$222	\$231	CPI adjustment

Fee Type	Description	Last Modified	Adopted 2019 Fee	Proposed 2020 Fee	Comments
Footnote 2 – Minimum plan review fee for Subject to Field Inspection (STFI) value-based plan review		2019	\$89	\$92.45	CPI adjustment
22.900D.010 Development Permit Fees					
F. Blanket Permits	Initial non-structural tenant alterations	2019	\$6 per 100 sq. ft.	SDCI base rate	Collapses Sections 1 and 2 into one section (Section 1)
H. Certificate of Occupancy Duplication Fee	Duplication of COH unless records research, plan examination or inspection is required	2019	\$37.20	\$38.65	CPI adjustment
ORDINANCE SECTION 7					
22.900D.070 Floodplain development approval or license fee					
Fee for floodplain review	Review where SDCI permit or license is required	1999	1.5 x the base fee	SDCI hourly rate	Technical clean-up
	Review and processing where no SDCI permit or license is required	1999	1 x the base fee	Pursuant to subsection 22.900B.020.H	
ORDINANCE SECTION 8					
22.900D.090 Permit fees for mechanical equipment and systems, other than boilers and pressure vessels and refrigeration systems					
D. Change fee when work is added to an issued permit of if other information is changed	Per record	NA	NA	0.25 x base fee	New fee for 2020
ORDINANCE SECTION 9					
22.900D.100 Refrigeration equipment and systems					
D. Change fee when work is added to an issued permit of if other information is changed	Per record	NA	NA	0.25 x base fee	New fee for 2020
ORDINANCE SECTION 10					
22.900D.110 New installations and alterations of boilers and pressure vessels					
C. Change fee when work is added to an issued permit of if other information is changed	Per record	NA	NA	0.25 x base fee	New fee for 2020

Fee Type	Description	Last Modified	Adopted 2019 Fee	Proposed 2020 Fee	Comments
22.900D.110 Table D-12 – Installation Fees for Boilers and Pressure Vessels					
Boiler Installation Permit Fee: Heating Surface 0-250 sq ft; Power Input 0-200 KW	Boiler Installation Permit Fee	2019	\$244.50	\$254.25	CPI adjustment
Boiler Installation Permit Fee: Heating Surface >250-500 sq ft; Power Input 201-400 KW	Boiler Installation Permit Fee	2019	\$363	\$377.55	CPI adjustment
Boiler Installation Permit Fee: Heating Surface >500-750 sq ft; Power Input 401-600 KW	Boiler Installation Permit Fee	2019	\$486.85	\$506.30	CPI adjustment
Boiler Installation Permit Fee: Heating Surface >750-1,000 sq ft; Power Input 601-800 KW	Boiler Installation Permit Fee	2019	\$702.70	\$730.85	CPI adjustment
Boiler Installation Permit Fee: Heating Surface Over 1,000 sq ft; Power Input Over 800 KW	Boiler Installation Permit Fee	2019	\$889	\$924.55	CPI adjustment
Pressure Vessel Installation Permit Fee: 0-15 sq ft	Burner Installation Fee	2019	\$164	\$170.60	CPI adjustment
Pressure Vessel Installation Permit Fee: >15-30 sq ft	Boiler Installation Fee	2019	\$214.85	\$223.45	CPI adjustment
Pressure Vessel Installation Permit Fee: >30-50 sq ft	Boiler Installation Fee	2019	\$311.15	\$323.60	CPI adjustment
Pressure Vessel Installation Permit Fee: >50-100 sq ft	Boiler Installation Fee	2019	\$401.10	\$417.15	CPI adjustment
Pressure Vessel Installation Permit Fee: Over 100 sq ft	Burner Installation Fee	2019	\$486.85	\$506.30	CPI adjustment
Burner Installation Fee: 0-12,500,000 Btu/hr	Boiler Installation Fee	2019	\$244.50	\$254.25	CPI adjustment
Burner Installation Fee: Over 12,500,000 Btu/hr	Boiler Installation Fee	2019	\$378.90	\$394.05	CPI adjustment
Automatic Certification: 0-12,500,000 Btu/hr	Boiler Installation Fee	2019	\$244.50	\$254.25	CPI adjustment
Automatic Certification: Over 12,500,000 Btu/hr	Burner Installation Fee	2019	\$378.90	\$394.05	CPI adjustment
Monitoring System	Boiler Installation Fee	2019	\$451.90	\$470	CPI adjustment

Fee Type	Description	Last Modified	Adopted 2019 Fee	Proposed 2020 Fee	Comments
ORDINANCE SECTION 11					
22.900D.140 Table D-13 – Permit Fees for Elevators and Other Conveyances					
Hydraulic Elevators	New Installations and Relocations	2019	\$638.20 plus \$55.05 per hoistway opening	\$663.70 plus \$57.25 per hoistway opening	CPI adjustment
Cabled Geared and Gearless Elevators	New Installations and Relocations	2019	\$1,223.45 plus \$93.10 per hoistway opening	\$1,272.35 plus \$96.85 per hoistway opening	CPI adjustment
Residential Hydraulic and Cabled Elevators	New Installations and Relocations	2019	\$481.55	\$500.80	CPI adjustment
Dumbwaiters, manual doors	New Installations and Relocations	2019	\$231.75 plus \$27.55 per hoistway opening	\$241 plus \$28.65 per hoistway opening	CPI adjustment
Dumbwaiters, power doors	New Installations and Relocations	2019	\$231.75 plus \$65.60 per hoistway opening	\$241 plus \$68.25 per hoistway opening	CPI adjustment
Escalators and moving walks	New Installations and Relocations	2019	\$1,816.10 plus (width in inches + run in feet + vertical rise in feet) x \$5.55	\$1,888.75 plus (width in inches + run in feet + vertical rise in feet) x \$5.80	CPI adjustment
Accessibility lifts (vertical and inclined)	New Installations and Relocations	2019	\$371.50	\$386.35	CPI adjustment
Material lifts	New Installations and Relocations	2019	\$446.60	\$464.45	CPI adjustment
Accessibility lifts (vertical and inclined)	Alterations and Repairs	2019	\$185.20 plus \$27.55 for each \$1,000 of construction value or fraction thereof	\$192.60 plus \$28.65 for each \$1,000 of construction value or fraction thereof	CPI adjustment
Other elevators, escalators, walks, dumbwaiters and lifts	Alterations and Repairs	2019	\$222.30 plus \$37.10 for each \$1,000 of construction value or fraction thereof	\$231.15 plus \$38.55 for each \$1,000 of construction value or fraction thereof	CPI adjustment
Elevator Cosmetic Alterations Only:					
Weight differential less than or equal to 5%	Alterations and Repairs	2019	\$222.30 plus \$37.10 for each \$1,000 of construction value or fraction thereof, to a maximum fee of \$446.60	\$231.15 plus \$38.55 for each \$1,000 of construction value or fraction thereof, to a maximum fee of \$464.45	CPI adjustment
Weight differential greater than 5%	Alterations and Repairs	2019	\$222.30 plus \$37.10 for each \$1,000 of construction value or fraction thereof	\$231.15 plus \$38.55 for each \$1,000 of construction value or fraction thereof	CPI adjustment
Alteration or replacement of a door opening device	Alterations and Repairs	2019	\$266.70 per opening device	\$277.40 per opening device	CPI adjustment

Fee Type	Description	Last Modified	Adopted 2019 Fee	Proposed 2020 Fee	Comments
ORDINANCE SECTION 14					
22.900D.160 Sign, awning and canopy permit fees					
Permanent Signs – Base Fee	Permit fee for each sign for a business entity	2019	\$147.10 for first 32 square feet or less of the total display area of the sign	\$153 for first 32 square feet or less of the total display area of the sign	CPI adjustment
22.900D.160 Table D-16 – Permanent Sign Fees					
0 to 32 sq. ft.	Applied fee	2019	\$147.10 for the first 32 sq. ft. or fraction thereof	\$153 for the first 32 sq. ft. or fraction thereof	CPI adjustment
32 to 100 sq ft.	Marginal rate for additional charge	2019	\$23.95	\$24.90	CPI adjustment
	Applied fee		\$147.10 for the first 32 sq. ft. plus \$23.95 per additional 10 sq. ft. or fraction thereof	\$153 for the first 32 sq. ft. plus \$24.90 per additional 10 sq. ft. or fraction thereof	CPI adjustment
100 to 150 sq. ft.	Marginal rate for additional charge	2019	\$26.40	\$27.45	CPI adjustment
	Applied fee		\$314.75 for the first 100 sq. ft. plus \$26.40 per additional 10 sq. ft. or fraction thereof	\$327.30 for the first 100 sq. ft. plus \$27.45 per additional 10 sq. ft. or fraction thereof	CPI adjustment
150 to 200 sq. ft.	Marginal rate for additional charge	2019	\$26.40	\$27.45	CPI adjustment
	Applied fee		\$446.75 for the first 150 sq. ft. plus \$26.40 per additional 10 sq. ft. or fraction thereof	\$464.55 for the first 150 sq. ft. plus \$27.45 per additional 10 sq. ft. or fraction thereof	CPI adjustment
200 to 250 sq. ft.	Marginal rate for additional charge	2019	\$29.15	\$30.30	CPI adjustment
	Applied fee		\$578.75 for the first 200 sq. ft. plus \$29.15 per additional 10 sq. ft. or fraction thereof	\$601.80 for the first 200 sq. ft. plus \$30.30 per additional 10 sq. ft. or fraction thereof	CPI adjustment
250 to 300 sq. ft.	Marginal rate for additional charge	2019	\$29.15	\$30.30	CPI adjustment
	Applied fee		\$724.50 for the first 250 sq. ft. plus \$29.15 per additional 10 sq. ft. or fraction thereof	\$753.30 for the first 250 sq. ft. plus \$30.30 per additional 10 sq. ft. or fraction thereof	CPI adjustment



Fee Type	Description	Last Modified	Adopted 2019 Fee	Proposed 2020 Fee	Comments
300 to 350 sq. ft.	Marginal rate for additional charge	2019	\$32.20	\$33.50	CPI adjustment
	Applied fee		\$870.25 for the first 100 sq. ft. plus \$32.20 per additional 10 sq. ft. or fraction thereof	\$904.80 for the first 100 sq. ft. plus \$33.50 per additional 10 sq. ft. or fraction thereof	CPI adjustment
350 to 400 sq. ft.	Marginal rate for additional charge	2019	\$32.20	\$33.50	CPI adjustment
	Applied fee		\$1,031.25 for the first 350 sq. ft. plus \$32.20 per additional 10 sq. ft. or fraction thereof	\$1,072.30 for the first 350 sq. ft. plus \$33.50 per additional 10 sq. ft. or fraction thereof	CPI adjustment
400 to 450 sq. ft.	Marginal rate for additional charge	2019	\$35.50	\$36.90	CPI adjustment
	Applied fee		\$1,192.25 for the first 400 sq. ft. plus \$35.50 per additional 10 sq. ft. or fraction thereof	\$1,239.80 for the first 400 sq. ft. plus \$36.90 per additional 10 sq. ft. or fraction thereof	
450 to 500 sq. ft.	Marginal rate for additional charge	2019	\$35.50	\$36.90	CPI adjustment
	Applied fee		\$1,369.75 for the first 450 sq. ft. plus \$35.50 per additional 10 sq. ft. or fraction thereof	\$1,424.30 for the first 450 sq. ft. plus \$36.90 per additional 10 sq. ft. or fraction thereof	
500 to 550 sq. ft.	Marginal rate for additional charge	2019	\$39.20	\$40.75	CPI adjustment
	Applied fee		\$1,547.25 for the first 500 sq. ft. plus \$39.20 per additional 10 sq. ft. or fraction thereof	\$1,608.80 for the first 500 sq. ft. plus \$40.75 per additional 10 sq. ft. or fraction thereof	
550 to 600 sq. ft.	Marginal rate for additional charge	2019	\$39.20	\$40.75	CPI adjustment
	Applied fee		\$1,743.25 for the first 550 sq. ft. plus \$39.20 per additional 10 sq. ft. or fraction thereof	\$1,812.55 for the first 550 sq. ft. plus \$40.75 per additional 10 sq. ft. or fraction thereof	

Fee Type	Description	Last Modified	Adopted 2019 Fee	Proposed 2020 Fee	Comments
600 to 650 sq. ft.	Marginal rate for additional charge  Applied fee	2019	\$43.25  \$1,939.25 for the first 600 sq. ft. plus \$43.25 per additional 10 sq. ft. or fraction thereof	\$45  \$2016.30 for the first 600 sq. ft. plus \$45 per additional 10 sq. ft. or fraction thereof	CPI adjustment
650 sq. ft. and up	Marginal rate for additional charge  Applied fee	2019	\$47.75  \$2,155.50 for the first 650 sq. ft. plus \$47.75 per additional 10 sq. ft. or fraction thereof	\$49.65  \$2,241.30 for the first 650 sq. ft. plus \$49.65 per additional 10 sq. ft. or fraction thereof	CPI adjustment
22.900D.160 Sign, awning, and canopy permit fees					
Wall signs	Maximum fee for signs painted on or otherwise applied directly to the building wall without a frame or mechanical feather	2019	\$673.10	\$700.05	CPI adjustment
ORDINANCE SECTION 15					
22.900E.020 Table E-1 – Fees for Certificates of Operation for Boilers and Pressure Vessels					
Boiler Combustion Heating Surface 0-250 sq ft / Power Input 0-200 KW	Reinspection and certificate fee	2019	\$145	\$150.75	CPI adjustment
Boiler Combustion Heating Surface 251-500 sq ft / Power Input 201-400 KW	Reinspection and certificate fee	2019	\$269.85	\$280.65	CPI adjustment
Boiler Combustion Heating Surface 501-750 sq ft / Power Input 401-600 KW	Reinspection and certificate fee	2019	\$396.85	\$412.75	CPI adjustment
Boiler Combustion Heating Surface 751-1,000 sq ft / Power Input 601-800 KW	Reinspection and certificate fee	2019	\$610.70	\$635.10	CPI adjustment
Boiler Combustion Heating Surface Over 1,000 sq ft / Power Input Over 800 KW	Reinspection and certificate fee	2019	\$754.60	\$784.75	CPI adjustment
Controls/Limit Devices for Automatic Boiler 0-12,500,000 Btu	Additional annual reinspection and certificate fee	2019	\$145	\$150.75	CPI adjustment
Controls/Limit Devices for Automatic Boilers Over 12,500,000 Btu	Additional annual reinspection and certificate fee	2019	\$179.95	\$187.15	CPI adjustment

Fee Type	Description	Last Modified	Adopted 2019 Fee	Proposed 2020 Fee	Comments
Monitoring Systems for Automatic Boilers	Additional annual reinspection and certificate fee	2019	\$359.85	\$374.20	CPI adjustment
Unfired Pressure Vessels: 0-15 sq ft	Biennial reinspection and certificate fee	2019	\$84.15	\$87.50	CPI adjustment
Unfired Pressure Vessels: 16-30 sq ft	Biennial reinspection and certificate fee	2019	\$145	\$150.75	CPI adjustment
Unfired Pressure Vessels: 31-50 sq ft	Biennial reinspection and certificate fee	2019	\$236	\$245.45	CPI adjustment
Unfired Pressure Vessels: 51-100 sq ft	Biennial reinspection and certificate fee	2019	\$306.95	\$319.20	CPI adjustment
Unfired Pressure Vessels: Over 100 sq ft	Biennial reinspection and certificate fee	2019	\$451.90	\$470	CPI adjustment
Domestic Water Heaters	Biennial reinspection and certificate fee	2019	\$55.05	\$57.25	CPI adjustment
ORDINANCE SECTION 16					
22.900E.030 Table E-2 – Fees for Elevator Certificates of Inspection					
Hydraulic elevators	Fee for each conveyance	2019	\$204.25	\$212.40	CPI adjustment
Cable elevators	Fee for each conveyance	2019	\$278.35 plus \$21.40 for each hoistway opening in excess of two	\$289.50 plus \$22.25 for each hoistway opening in excess of two	CPI adjustment
Cable elevators having a continuous hoistway wall of 100 feet or more without openings (in footnote to Table E-2)	Fee for each conveyance	2019	\$451.90 plus \$21.80 for each hoistway opening in excess of two	\$470 plus \$21.65 for each hoistway opening in excess of two	CPI adjustment
Sidewalk elevators	Fee for each conveyance	2019	\$185.20	\$192.60	CPI adjustment
Hand-powered elevators	Fee for each conveyance	2019	\$185.20	\$192.60	CPI adjustment
Dumbwaiters	Fee for each conveyance	2019	\$185.20	\$192.60	CPI adjustment
Escalators and moving walks	Fee for each conveyance	2019	\$278.35	\$289.50	CPI adjustment
Accessibility lifts (vertical and inclined)	Fee for each conveyance	2019	\$185.20	\$192.60	CPI adjustment
Material lifts	Fee for each conveyance	2019	\$185.20	\$192.60	CPI adjustment
Fire emergency systems, Phase I or both Phase I and Phase II	Fee for each conveyance	2019	\$93.10	\$96.85	CPI adjustment
ORDINANCE SECTION 17					
22.900E.040 Table E-3 – Refrigeration Systems Annual Operating Fees					
Refrigeration Systems: 0-50 HP	Annual operating fee, based on size of equipment	2019	\$139.70	NA	Replaced with per-equipment fee

Fee Type	Description	Last Modified	Adopted 2019 Fee	Proposed 2020 Fee	Comments
Refrigeration Systems: 51-100 HP	Annual operating fee, based on size of equipment	2019	\$212.75	NA	Replaced with per-equipment fee
Refrigeration Systems: Over 100 HP	Annual operating fee, based on size of equipment	2019	\$300.55	NA	Replaced with per-equipment fee
Refrigeration Systems	Annual operating fee, based on pieces of equipment to be inspected	NA	NA	\$101	Replaces tonnage-based fees
ORDINANCE SECTION 18					
22.900E.050 Table E-4 – Fees for Boiler, Refrigeration, and Gas Piping Licenses and Examinations					
Refrigeration Contractor Class A	Annual license fee	2019	\$238.15	\$247.65	CPI adjustment
Refrigeration Contractor Class B	Annual license fee	2019	\$238.15	\$247.65	CPI adjustment
Refrigeration Contractor Class C	Annual license fee	2019	\$380	\$395.15	CPI adjustment
Journeyman refrigeration mechanic	Annual license fee	2019	\$105.85	\$110.05	CPI adjustment
Refrigeration operating engineer	Annual license fee	2019	\$105.85	\$110.05	CPI adjustment
Steam engineers and boiler firemen (all grades)	Annual license fee	2019	\$105.85	\$110.05	CPI adjustment
Boiler supervisor, all grades	Annual license fee	2019	\$117.50	\$122.15	CPI adjustment
Gas piping mechanic	Annual license fee	2019	\$105.85	\$110.05	CPI adjustment
Examination fees – all licenses	Annual examination fee	2019	\$47.65	\$49.55	CPI adjustment
ORDINANCE SECTION 19					
22.900E.060 Registration of special inspectors					
C. Renewal of a Special Inspector Certificate of Registration	Covering one or more types of inspection for which the registrant has been qualified	2019	\$58.20	\$60.50	CPI adjustment

Fee Type	Description	Last Modified	Adopted 2019 Fee	Proposed 2020 Fee	Comments
ORDINANCE SECTION 20					
Table F-1 for 22.900F.010 – Monitoring vacant buildings					
- Building is closed to entry and premises are in compliance with applicable codes	Re-inspection fee of buildings closed pursuant to Housing and Building Maintenance Code	2019	\$261.40	\$271.85	CPI adjustment
- Building is closed to entry and premises are not in compliance with applicable codes			\$435	\$452.35	CPI adjustment
- Building is closed to entry and premises are in compliance with applicable codes			\$521.75	\$542.60	CPI adjustment



Legislation Text

---

**File #:** CB 119671, **Version:** 1

---

**CITY OF SEATTLE**

**ORDINANCE \_\_\_\_\_**

**COUNCIL BILL \_\_\_\_\_**

AN ORDINANCE relating to the Department of Parks and Recreation; establishing the 2019-2020 fee schedule for the use of park properties and other park and recreation facilities and services; and superseding previous park and recreation fee schedules.

WHEREAS, on November 19, 2018, the Seattle City Council approved Ordinance 125724, which established the 2019 fee schedule for the use of park properties and other park and recreation facilities and services, superseded previous park and recreation fee schedules, and amended Section 18.28.010 of the Seattle Municipal Code; and

WHEREAS, the City Council wishes to adopt a 2020 Seattle Parks and Recreation Fee Schedule effective January 1, 2020; NOW, THEREFORE,

**BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:**

Section 1. Effective January 1, 2020, the Superintendent of the Department of Parks and Recreation is authorized to charge the fees substantially in the form set forth in the “Seattle Parks and Recreation Fee Schedule,” attached as Attachment 1 to this ordinance. All prior Seattle Parks and Recreation fee schedules are superseded.

Section 2. The provisions of this ordinance and of Attachment 1 to this ordinance are declared to be separate and severable. If one or more of the provisions of this ordinance or of Attachment 1 shall be declared by any court of competent jurisdiction to be contrary to law, then such provision or provisions shall be null and void and severed from the rest of the ordinance or from Attachment 1, and all other provisions shall remain.

Section 3. This ordinance shall take effect and be in force 30 days after its approval by the Mayor, but if

814

not approved and returned by the Mayor within ten days after presentation, it shall take effect as provided by Seattle Municipal Code Section 1.04.020.

Passed by the City Council the \_\_\_\_\_ day of \_\_\_\_\_, 2019, and signed by me in open session in authentication of its passage this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
President \_\_\_\_\_ of the City Council

Approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Jenny A. Durkan, Mayor

Filed by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Monica Martinez Simmons, City Clerk

(Seal)

Attachments:  
Attachment 1 - Seattle Parks and Recreation Fee Schedule: 2019 & 2020 Fees and Charges

**SEATTLE  
PARKS AND RECREATION  
FEE SCHEDULE**

2019 & 2020 Fees and Charges



**Seattle  
Parks & Recreation**  
healthy people healthy environment strong communities

**2019 RATES EFFECTIVE JANUARY 1, 2019  
2020 RATES EFFECTIVE JANUARY 1, 2020**

**ORDINANCE\_\_\_\_\_**

**ATTENTION: All fees include taxes where applicable, unless otherwise indicated. If additional taxes are assessed, fees may be increased by the amount of the tax. MasterCard, Visa and American Express credit cards are accepted at selected facilities as a form of payment for 2019 & 2020 Fees and Charges.**

*NOTE: Call (206) 684-4075 for additional information where phone numbers are not provided in this document. The Seattle Parks and Recreation website also provides complete fee information at <http://www.seattle.gov/parks>*



This page intentionally left blank

## TABLE OF CONTENTS

### Contents

<b>SEATTLE PARKS AND RECREATION FEES AND CHARGES .....</b>	<b>1</b>
AUTHORITY AND GENERAL PROVISIONS .....	1
• <i>Authority</i> .....	1
• <i>General Provisions</i> .....	1
<b>STAFFING FEES .....</b>	<b>2</b>
<b>ADMISSION FEES .....</b>	<b>3</b>
QUICK CARDS.....	3
• <i>Seattle Parks and Recreation “Quick Cards”</i> .....	3
GOLF COURSES .....	3
• <i>Interbay, Jackson, Jefferson and West Seattle Golf Courses</i> .....	3
• <i>Green Lake Pitch &amp; Putt</i> .....	3
SEATTLE AQUARIUM .....	3
• <i>Aquarium Fees</i> .....	3
VOLUNTEER PARK CONSERVATORY .....	3
• <i>Weddings / Photography Permits</i> .....	3
• <i>Admissions Fee</i> .....	4
• <i>Annual Passes</i> .....	4
• <i>Group Rates</i> .....	4
JAPANESE GARDEN (ARBORETUM).....	4
• <i>Admission Fees</i> .....	4
• <i>Public/Private School Group Rate for Grades K through 12</i> .....	4
• <i>Annual Pass</i> .....	5
• <i>Guided Tours</i> .....	5
• <i>Meeting Rooms</i> .....	5
Tateuchi Community Room.....	5
Shoseian Tea House.....	5
AMY YEE TENNIS CENTER (SEATTLE TENNIS CENTER) .....	7
• <i>Indoor Court Fees</i> .....	7
• <i>Outdoor Court Fees</i> .....	7
• <i>USTA &amp; Cup League Fees</i> .....	8
• <i>Tennis Lessons</i> .....	8
Private/Semi-Private Lessons .....	8
Adult Group Lessons .....	8
Adult Play – Instructional Classes .....	9
Junior Group Lessons .....	9
Junior Development Program .....	9
Tiny Tots.....	9
Competitive Flights.....	9
Special Events, Equipment Rental, & Merchandise .....	10
Public Service Indoor Tennis Court Time .....	10
Advisory Council Tournament Fee.....	10

<b>SWIMMING POOLS</b> .....	11
• <i>Recreation Swimming - Indoor and Outdoor Pools</i> .....	11
• <i>Fitness - Indoor and Outdoor Pools</i> .....	11
• <i>Swimming Instruction – Indoor and Outdoor Pools</i> .....	12
• <i>Special Aquatic Safety Courses – Indoor and Outdoor Pools</i> .....	12
• <i>Aquatic Facility Rental Fees</i> .....	12
General Swimming Pool Rentals (other than Competitive Sports) .....	12
Swimming Pools – Competitive Sports Rentals .....	13
Timing System Rental .....	14
Special Use Fees .....	14
Special Provisions .....	15
• <i>Special Programs</i> .....	15
Super Deluxe Birthday Party Package .....	15
Wading Pool Rental .....	15
Aquatic Special Events .....	15
<b>ATHLETIC FACILITIES</b> .....	17
• <i>West Seattle Stadium and Interbay Stadium Usage Fees</i> .....	17
• <i>Adult Sports Fees</i> .....	18
• <i>Youth Sports Fees</i> .....	18
• <i>Sports Organizations’ Use Permits</i> .....	18
• <i>Seattle Parks and Recreation Outdoor Tennis Courts</i> .....	18
Tennis Reservations (4 or less players) .....	18
• <i>Outdoor Volleyball Courts</i> .....	18
Outdoor Volleyball Reservations .....	19
<b>FACILITY RENTALS</b> .....	<b>20</b>
<b>COMMUNITY MEETING ROOMS AND GYMNASIUMS</b> .....	20
• <i>Locations and Sizes</i> .....	20
Community Centers .....	20
Environmental Learning Centers .....	21
Small Craft and Rowing & Sailing Centers .....	21
Specialized & Other Facilities .....	21
• <i>Hourly Room and Gymnasium Rental Fees</i> .....	22
Rooms .....	22
Gymnasiums .....	22
<b>ENVIRONMENTAL LEARNING CENTERS</b> .....	23
• <i>Group-Guided Nature Walks</i> .....	23
• <i>Camp Long</i> .....	23
Group Day Use Booking Fee .....	23
Cabin Rentals .....	23
Meeting Rooms .....	23
Additional Fees for Meeting Rooms at Camp Long .....	24
Picnic Shelters .....	24
Challenge Course .....	24
Adventure/Activity Camps .....	24
Play & Zip .....	24
• <i>Discovery Park &amp; Carkeek Park</i> .....	24

<b>SPECIAL AMENITY FACILITIES</b> .....	<b>26</b>
• <i>Boathouse, Bathhouse, Shelterhouse, and Pumphouse Rentals</i> .....	26
• <i>Add'l Fees for Boathouse, Bathhouse, Shelterhouse, &amp; Pumphouse</i> .....	26
• <i>Warren G. Magnuson Park</i> .....	28
Application Fees .....	28
Special Amenity Facility/Site Rentals .....	28
Facility/Site Rentals .....	29
• <i>Washington Park Arboretum (Graham Visitor's Center)</i> .....	29
<b>MOORAGE, DOCKING, AND BOAT RAMP FEES</b> .....	<b>30</b>
<b>MOORAGE FEES</b> .....	30
• <i>Leschi and Lakewood Marinas</i> .....	30
<b>DOCKING FEE (INCLUDES VARIOUS PARKS DEPARTMENT DOCKS)</b> .....	30
<b>BOAT RAMPS</b> .....	30
<b>LAKE UNION PARK HISTORIC SHIPS WHARF</b> .....	30
• <i>Center for Wooden Boats Fees</i> .....	30
<b>PARTICIPATION FEES</b> .....	<b>31</b>
<b>RECREATION PARTICIPATION FEES</b> .....	31
• <i>Community Center and Outdoor Recreation Class Fee</i> .....	31
• <i>Lifelong Recreation Program Participation Fees</i> .....	31
• <i>Small Craft Center Class Participation Fees</i> .....	31
<b>RESERVATIONS</b> .....	<b>32</b>
• <i>Park Area Ceremony Fee</i> .....	32
• <i>Picnic Reservation Fee</i> .....	32
• <i>Day Camps Booking Fee</i> .....	33
<b>PERMITS</b> .....	<b>34</b>
<b>USE PERMITS</b> .....	34
• <i>General Provisions</i> .....	34
• <i>Permits and Agreements for Activity Permits</i> .....	35
• <i>Use of Park Facilities for Filming/Photography</i> .....	36
• <i>First Amendment Vending</i> .....	36
• <i>Construction Plan Review</i> .....	36
<b>PERMITS FOR NON-PARK USES OF PARK PROPERTY (REVOCABLE USE PERMITS OR RUPS)</b> ...	37
• <i>General Provisions &amp; Fees</i> .....	37
Limited Term Permit Fee.....	38
Continuing Use Permit Fee.....	38
Revocable Use Permit FEE SCHEDULE.....	40
<b>VIEW TREE PRUNING PERMIT</b> .....	40
<b>PROMOTIONAL &amp; MARKETING FEE WAIVERS &amp; REDUCTIONS</b> .....	<b>41</b>
<b>EXAMPLES OF FEE WAIVERS &amp; REDUCTIONS</b> .....	41
<b>APPENDIX A - FACILITY PHONE NUMBERS</b>	
<b>APPENDIX B - PERMIT, RESERVATION, AND INFORMATION PHONE NUMBERS</b>	
<b>APPENDIX C - ATHLETICS FIELD INVENTORY</b>	
<b>APPENDIX D – PARKS DEPARTMENT REFUND POLICY</b>	

This page intentionally left blank

# SEATTLE PARKS AND RECREATION FEES AND CHARGES

## AUTHORITY AND GENERAL PROVISIONS

- **Authority**

Fees and charges are necessary to provide financial support to the Seattle Parks and Recreation (the Department) for the operation and maintenance of programs, facilities, and park grounds. The revenue generated by these fees constitutes only a portion of funds required for operating and maintaining the Park System. All fees collected from park and recreation activities and concessions are used exclusively for the Park System, as these funds are deposited in the Park and Recreation Fund, not the City General Fund. Fees and charges are proposed each year by the Department as a part of the annual budget process. Both the Mayor and City Council review and, by ordinance, authorize the Department to collect these fees and charges.

- **General Provisions**

The Superintendent of the Seattle Parks and Recreation is authorized to establish a fee for requested uses not included in this schedule, keeping the Mayor and the City Council advised thereof. The Superintendent of the Seattle Parks and Recreation is authorized, as provided in Seattle Municipal Code (SMC) Chapter 18.28, to waive or reduce any fees in this Schedule.

The Superintendent of the Seattle Parks and Recreation is authorized, as provided in SMC Chapter 18.28, to establish experimental rates, and to engage in special promotional and marketing activities to enhance Departmental programs. These include, but are not limited to, use of 2 for 1 coupons, 50% discount coupons and free admission days for children. Discounts for Senior Adults (age 65 and over) vary per program. These types of activities may occur at various Department facilities throughout the year.

The Superintendent of the Seattle Parks and Recreation is authorized, as provided in SMC Section 18.24.010, to operate for fee parking without recourse to commercial or private operators such parking lots under the Department's jurisdiction as are deemed desirable with the concurrence of the City Council by resolution as to location and fee schedule, consistent with provisions of RCW 35.86.010 and 35.86.040 which so permit such owner operation.

The Superintendent of the Seattle Parks and Recreation is authorized, as provided in SMC Chapters 18.04 and 18.28, to approve the free use of Department facilities by the Associated Recreation Council, recognized recreation advisory councils, and other organizations that are open to the public, that further Department goals and programs, and that apply any proceeds to Park and Recreation services.

In addition to the fees and charges identified herein, the user may be required to pay any additional Department costs resulting from such use, and to pay a reasonable portion of the City's costs for traffic control and police services when the user's event requires them. Cancellation of reservations for Parks and Recreation facilities or services may result in loss of payment or a service charge (see Appendix D). For further information, contact Seattle Parks and Recreation at (206) 684-4075.

Fees contained in this Fee Schedule shall not apply to permits issued pursuant to SMC Chapter 15.35 "Filming."

## STAFFING FEES

Rentals are required to have at least one staff in attendance. If additional staff are required due to the nature of the event or the anticipated attendance, a fee of \$30.00 in 2020 will be multiplied by the number of staff required for the event. Additionally, staff rates increase 1½ times per hour on holidays.

Staffing fees are applicable at:

- Tateuchi Community Room
- Shoseian Tea House
- West Seattle Stadium
- Interbay Stadium
- Lower Woodland #1 Field, when using scoreboard
- Gymnasium rentals
- Boathouse, Bathhouse, Shelterhouse, and Pumphouse Rentals
- Magnuson Park (Event attendants)
- Park Area Ceremonies (Ceremony attendants) – Additional staff fees will be charged when wedding or ceremony is large and/or complex

## ADMISSION FEES

### QUICK CARDS

- **Seattle Parks and Recreation “Quick Cards”**

This reusable card features a barcode and photo of the participant. It allows fast, easy, self-service access to a variety of selected fee-based or free programs (recreational swims, fitness swims, weight room access, teen centers, etc.) at various facilities. This non-refundable, non-transferrable card can be reloaded, renewed, or added with new features/programs as desired or as they become available. There is a \$5.00 replacement fee for lost or stolen cards. For further information, call the Business Service Center at (206) 684-5177.

### GOLF COURSES

- **Interbay, Jackson, Jefferson and West Seattle Golf Courses**

The Superintendent of the Seattle Parks and Recreation is authorized to establish all greens fees and all other golf facility or service fees (including, but not limited to, driving range, carts, cars, play cards, lessons, and room rentals) consistent with and subject to the contract entered into with Premier Golf Centers, LLC (Premier), as authorized by separate ordinance. Golf program fees will be prominently posted at all times in each clubhouse. Call the following for further information:

Interbay	(206) 285-2200
Jackson	(206) 363-4747
Jefferson	(206) 762-4513
West Seattle	(206) 935-5187

- **Green Lake Pitch & Putt**

Green Lake Pitch & Putt is operated through a concessions contract. Therefore, fees for participation at this facility are not governed by City Ordinance. You may contact Green Lake Pitch & Putt directly at (206) 632-2280, or the Business Resources Unit of the Seattle Parks and Recreation at (206) 684-8008, to obtain specific information related to this facility.

### SEATTLE AQUARIUM

- **Aquarium Fees**

All admissions, services rendered or sales made to the public or otherwise at the Aquarium (including, but not limited to, admission fees, annual memberships, rentals, education program fees, and discounts/other programs) will be established by the Seattle Aquarium Society (“SEAS”), consistent with and subject to City Ordinance 123205 and Article 13 of the Seattle Aquarium Operations and Management Agreement. You may contact the Seattle Aquarium directly at (206) 386-4300 to obtain further information or by visiting their web page at “seattleaquarium.org”.

### VOLUNTEER PARK CONSERVATORY

- **Weddings / Photography Permits**



Weddings and special ceremonies may be scheduled (see page 29) and/or Photography Permits (to be used outside of public hours) may be obtained (see page 33) through the Parks Event Scheduling unit by calling (206) 684-4081.

• **Admissions Fee**

2019	2020	<i>Note: Classroom sessions scheduled during open hours <u>must</u> be scheduled in advance. Contact the Conservatory for scheduling and fee information.</i>
\$4.00	\$4.00	Adult/Senior Admission Fee
\$2.00	\$2.00	Youth Admission Fee (6-17 years)
Free	Free	Children (0-5 years)

• **Annual Passes**

2019	2020	<i>Note: *A \$5.00 service fee will be retained by the “Friends of the Conservatory” group</i>
\$20.00*	\$20.00*	Individual Annual Pass
\$30.00*	\$30.00*	Family Annual Pass

• **Group Rates**

2019	2020	
\$25.00 per group	\$25.00 per group	Group rate for <b>pre-registered</b> educational K-12 groups of 25 students; includes up to 5 adults chaperoning the group
\$25.00 per group	\$25.00 per group	Group guided tours, limited to 20 persons per group

**JAPANESE GARDEN (Arboretum)**

• **Admission Fees**

2019	2020	
\$6.00	\$6.00	Adult Resident (18-64)
\$8.00	\$8.00	Adult Non-Resident (18-64)
\$4.00	\$4.00	Youth (6-17 years)
\$4.00	\$4.00	College/University students (with valid ID) Senior Adult (65 & over)
FREE	FREE	Children (0-5 years)

• **Public/Private School Group Rate for Grades K through 12**

Organized groups of children attending an educational institution with grades K through 12 are entitled to this group fee during the regular school year, if advance reservations are made (a minimum of two weeks’ notice is required for advanced reservations). Group rates are not extended to colleges, universities, or day-care facilities.

One responsible adult is required for every group of students, as indicated in the following ratios:

1:5 for grades K – 2                      2:24 for grades 7 – 8  
 1:10 for grades 3 – 6                      1:24 for grades 9 - 12

2019	2020	
\$25.00	\$25.00	Group rate for <b>pre-registered</b> educational K-12 groups of 25 students; includes up to 5 adults chaperoning the group
\$12.50	\$12.50	Add for each additional group size of 1 to 12 students

• **Annual Pass**

Annual family/dual passes include unlimited admission, during regular operating hours, for all members of an immediate family living in the same household, defined as two adults (guardians) and their children. The Dual pass also allows a parent pass holder to bring an adult guest, when the second parent pass holder is not present. Individual, Student, and Photographer annual passes include unlimited admission, during regular operating hours, for the person whose name appears on the pass. ID may be required upon entry.

2019	2020	Annual passes are valid for 12 months from date of purchase
\$20.00	\$20.00	Annual Pass, Individual
\$30.00	\$30.00	Family/Dual Annual Pass
\$15.00	\$15.00	Annual Pass, Student (with current ID)
\$75.00	\$75.00	Annual Pass, Photographer

• **Guided Tours**

The Japanese Garden Advisory Council, in cooperation with Unit 86 of the Arboretum Foundation, provides sponsor-guided tours of the Garden. Fees are established by the Advisory Council and may be obtained by calling (206) 684-4725.

• **Meeting Rooms**

NOTE: Rentals of the Tateuchi Community Room and the Shoseian Tea House are located within and administered through the Seattle Japanese Garden. There are use restrictions due to the quiet contemplative nature of the garden as well culture considerations in the Tateuchi Community Room.

Rentals of the Tateuchi Community Room and the Shoseian Tea House do not include access to the garden; therefore, admission fees are required for garden access.

**Tateuchi Community Room**

2019	2020	
\$35.00	\$35.00	Small Room
\$75.00	\$75.00	Alcohol fee
\$500.00	\$500.00	Damage deposit for events with alcohol
\$250.00	\$250.00	Damage deposit for events without alcohol

**Shoseian Tea House**

The Shoseian Tea House is available for rent only to approved groups practiced in the way of tea. Groups must have a signed Use Agreement on file with the Parks Department.

Rentals will only be approved for tea ceremonies or classes. No other use is permitted.

<b>2019</b>	<b>2020</b>	
\$35.00	\$35.00	Small Room
\$500.00	\$500.00	Damage deposit for all events

**AMY YEE TENNIS CENTER (Seattle Tennis Center)**

SPECIAL NOTE to PARTICIPANTS: Residents may qualify for the resident fee listed below with proof of residency when booking courts or registering for programs. Persons not qualifying for residency will pay the non-resident fee listed.  
 Please contact Amy Yee Tennis Center at 684-4764 for further details.

• **Indoor Court Fees**

NOTE: Singles and Doubles court fees may be made available at half price for special group clinics, tournaments, or lessons for low-income youth and senior adults during off-peak times. These programs are to be determined by the Superintendent of Parks and Recreation.

2019	2020	Fee Type	Fees per each 1¼ hr court use
\$34.00	\$36.00	Resident	Singles
\$38.00	\$40.00	Non-Resident	
\$42.00	\$44.00	Resident	Doubles
\$48.00	\$50.00	Non-Resident	
\$32.00	\$34.00	Resident	Senior Adult/Special Populations Singles Indoor
\$36.00	\$38.00	Non-Resident	
\$40.00	\$42.00	Resident	Senior Adult/Special Populations Doubles Indoor
\$46.00	\$47.00	Non-Resident	
\$60.00	\$60.00	Resident	Telephone Reservation Card (annual) for indoor/outdoor courts
\$66.00	\$66.00	Non-Resident	
\$7.00	\$8.00	Resident / Non-Resident	Prorated Indoor court (15-minute intervals. Used when a court reservation for singles or doubles extends their court use for another 15-minutes.
\$20.00	\$20.00	Resident / Non-Resident	Family Drop-In Night (for a family of 4)
\$24.00	\$25.00	Resident / Non-Resident	Men’s Drop-In Fee

• **Outdoor Court Fees**

NOTE: Call (206) 684-4764 to make Amy Yee Tennis Center court reservations.

2019	2020	Fee Type	Fees per each 1 hour court use
\$13.00	\$10.00	Resident	Amy Yee Tennis Center Singles/Doubles
\$15.00	\$15.00	Non-Resident	
\$9.00	\$10.00	Resident / Non-Resident	Outdoor Courts throughout Seattle – Singles/Doubles
\$15.00	\$15.00	Resident / Non-Resident	Outdoor Private Lesson
\$60.00	\$60.00	Resident	Telephone Reservation Card (annual) for indoor/outdoor courts
\$66.00	\$66.00	Non-Resident	

• **USTA & Cup League Fees**

There is a per person fee for organized tennis leagues that have pre-booked court time for inter-club competition.

2019	2020	Fee Type	
\$115.00	\$115.00	All teams	USTA Annual Registration Fee (5 court format)
\$85.00	\$85.00	All teams	USTA Annual Registration Fee (3 court format)
\$14.00	\$14.00	All players	USTA League players, each (for a 90-minute match time)
\$12.00	\$12.00	All players	Cup League players, each (for a 75-minute match time)

• **Tennis Lessons**

**Private/Semi-Private Lessons**

2019	2020	Fee Type	
\$64/hour	\$64/hour	Resident	One person
\$72/hour	\$72/hour	Non-Resident	
\$70/hour	\$70/hour	Resident	Two people
\$77/hour	\$77/hour	Non-Resident	
\$82/hour	\$82/hour	Resident	Three people
\$90/hour	\$90/hour	Non-Resident	
\$88/hour	\$88/hour	Resident	Four people
\$97/hour	\$97/hour	Non-Resident	
\$98/hour	\$98/hour	Resident	Five People
\$108/hour	\$108/hour	Non-Resident	
\$15.00	\$15.00	Resident / Non-resident	Time extension for Private Lessons – per each 15-minute interval
\$17/ hour	\$17/ hour	Resident	Surcharge for lessons on City holidays
\$24/ hour	\$25/ hour	Non-Resident	

**Adult Group Lessons**

2019	2020	Fee Type	
\$81.00	\$84.00	Resident	Adult Groups, 6 weeks
\$90.00	\$93.00	Non-Resident	
\$104.00	\$106.00	Resident	Adult Camps, 2½ hrs per day for 4 days
\$114.00	\$116.00	Non-Resident	
\$24.00	\$25.00	Resident	Drill Night Drop-In per hour fee
\$25.00	\$26.00	Non-Resident	
\$37.00	\$38.00	Resident / Non-Resident	Camp Drop-In per day fee

\$24.00	\$25.00	Resident / Non-resident	One Class Drop-In fee, if space is available.
---------	---------	----------------------------	---

**Adult Play – Instructional Classes**

2019	2020	Fee Type	Maximum of 5 people per Instructor
\$94.00	\$95.00	Resident	Per person fee, 6 weeks
\$103.00	\$104.00	Non-Resident	

**Junior Group Lessons**

2019	2020	Fee Type	Ages 8-17
\$60.00	\$61.00	Resident	Junior Group, 6 weeks
\$66.00	\$67.00	Non-Resident	
\$77.00	\$77.00	Resident	Junior Camp, 2½ hours per day for 4 days
\$84.75	\$84.75	Non-Resident	

**Junior Development Program**

2019	2020	Fee Type	
\$62.00	\$62.00	Resident	Junior Team Tennis/Young Guns, 6-week session (1 time/week)
\$68.25	\$68.25	Non-Resident	

**Tiny Tots**

2019	2020	Fee Type	
\$28.00	\$29.00	Resident	Beginning ages 4-5 (30 minutes for 6 weeks)
\$31.00	\$32.00	Non-Resident	
\$39.00	\$40.00	Resident	Beginning ages 6-7 (45 minutes for 6 weeks)
\$43.00	\$44.00	Non-Resident	
\$49.00	\$50.00	Resident	Advanced ages 6-7 (1 hour for 6 weeks)
\$54.00	\$55.00	Non-Resident	
\$57.00	\$57.00	Resident	Advanced ages 6-7 (1¼ hour for 6 weeks)
\$62.75	\$62.75	Non-Resident	

**Competitive Flights**

2019	2020	Fee Type	Adults (18 & older) & Senior Adults (65+)
\$62.00	\$62.00	Resident	Doubles (6 weeks)
\$68.50	\$68.50	Non-Resident	
\$81.00	\$84.00	Resident	Singles (6 weeks)
90.00	\$93.00	Non-Resident	
\$7.00	\$7.00	Resident	Flight substitute – per flight (one day @ 75 minutes)
\$7.75	\$7.75	Non-Resident	

**Special Events, Equipment Rental, & Merchandise**

2019	2020	Fee Type	
# of courts x court fee + 10%	# of courts x court fee + 10%	All groups	*Public Group (anyone from the general public can participate in outside-sponsored event)
# of courts x court fee + 20%	# of courts x court fee + 20%	All groups	*Private Group (participation is restricted by the organizers of the event)
\$18.00	\$18.00	Resident	One-day clinic fee, per person
\$19.75	\$19.75	Non-Resident	
\$14.00	\$14.00	All rentals	Ball machine rental: per court time (does not include court fee)
\$4.00	\$4.00	All rentals	Racket Rental, per use
Market Value	Market Value	All merchandise	All merchandise at AYTC is priced at Market value (merchandise varies by season)

\*Private groups or schools may reserve 2-3 courts up to 90 days prior to start date.

**Public Service Indoor Tennis Court Time**

2019	2020	Fee Type	<i>Note: Rates are limited to court times established by the Senior Recreation Program Specialist.</i>
\$5.00	\$5.00	Resident	Senior fee (65+ yrs.), per person
\$5.50	\$5.50	Non-Resident	
Free	Free	All Juniors	Junior fee (under 18 years), per person

**Advisory Council Tournament Fee**

2019	2020	Fee Type	
\$8.50	\$9.50	Resident / Non-Resident	Advisory Council Tournament fee ( <i>per player</i> )

## **SWIMMING POOLS**

### • **Recreation Swimming - Indoor and Outdoor Pools**

<b>2019</b>	<b>2020</b>	<b>Fees include swim and/or shower use</b>
\$4.00	\$4.25	Youth (ages 1-17 years)
\$6.00	\$6.25	Adult (ages 18 through 64 years)
\$4.00	\$4.25	Senior Adult (65 years & older) and Special Populations
\$3.00	\$3.25	Non-profit youth (ages 1-17 years) organizations (Advance approval through application required)
\$65.00	\$65.25	*Adult, 30-day unlimited entry pass for personal fitness and recreation swims
\$45.00	\$45.25	*Senior/Youth/Special Populations, 30-day unlimited entry pass for personal fitness and recreation swims
\$53.25	\$54.00	Discount Recreational Swim Card – 10 entry pass, Adult
\$36.50	\$37.00	Discount Recreational Swim Card – 10 entry pass, Senior/Yth/SP
\$2.25	\$2.50	<b>Special Discount Recreation Swim Pricing</b> (all ages) – discount single entry pricing for these specific programs: 1) Promotional Recreation Swim Fee – <i>available for low participation swims, as designated by the Department.</i> 2) Community Connection Swim – <i>available for swims designated by the Department to serve underserved population.</i>
FREE	FREE	Low Income Recreation Swim – <i>for those who apply in advance through established scholarship application process and meet low income eligibility standards.</i>
FREE	FREE	Children under one year of age (must be accompanied by adult)

NOTE: \*No adjustment for holidays and/or closures. A Pass is issued to a single individual and may be used at all swimming pools; however, they are non-refundable and non-transferable. (See page 2 for more information on “Quick Cards”)

### • **Fitness - Indoor and Outdoor Pools**

<b>2019</b>	<b>2020</b>	
\$6.50	\$6.75	Fitness, ages 18-64 years – per instructed lesson (Including Hydrofit, Masters, and Water Exercise)
\$4.50	\$4.75	Fitness, ages 65 and over, Youth, and Special Populations – per class
FREE	FREE	Low Income Fitness Swim – <i>for those who apply in advance through established scholarship application process and meet low income eligibility standards.</i>
\$58.50	\$59.00	Discount Fitness Swim Card – 10 entry pass, Adult
\$36.75	\$37.00	Discount Fitness Swim Card – 10 entry pass, Senior/Yth/SP



• **Swimming Instruction – Indoor and Outdoor Pools**

2019	2020	
\$8.00	\$8.00	Group Lesson, youth age 6+, tiny tot, adult, or “Guard Start” program– per ½ hr lesson with minimum of 4 students
\$4.00	\$4.00	Group Lesson, youth age 6+, tiny tot, adult, or “Guard Start” low income rate – per ½ hr lesson with minimum of 4 students (Income verification will be required.)
\$14.00	\$14.00	3 yr old Group Lessons – per ½ hr lesson with 3 student class size
\$7.00	\$7.00	3 yr old Group Lessons low income rate – per ½ hr lesson with 3 student class size (Income verification will be required.)
\$10.00	\$10.00	Group Lesson, Kinders age 4 & 5 – per ½ hr lesson with 4-6 student class size
\$5.00	\$5.00	Group Lesson, Kinders age 4 & 5, low income rate – per ½ hr lesson with 4-6 student class size (Income verification will be required.)
\$157.50	\$157.75	Summer Swim League (Ages 7-18) includes a team T-shirt
\$78.75	\$79.00	Summer Swim League (low income families) includes a team T-shirt
\$41.75	\$42.00	Personal Instruction – one on one (30-minute lesson) <i>Note: \$5.00 Personal Instruction DISCOUNT for same day registration and instruction as space is available</i>
\$36.00	\$36.25	Personal Instruction low income rate – 1 on 1 (30-minute lesson)
\$14.00	\$14.25	Personal Instruction – each additional person in a class

• **Special Aquatic Safety Courses – Indoor and Outdoor Pools**

2019	2020	<b>Minimum class size is 6 students</b>
\$40.00 to \$300.00	\$40.00 to \$300.00	A variety of Red Cross water safety courses, including Lifeguard Training, First Aid, CPR, Water Safety Instructor and others. Prices and course titles correspond to curriculum requirements and operating expenses to offer these programs. Prices include pool admission and instruction only.

• **Aquatic Facility Rental Fees**

**General Swimming Pool Rentals (other than Competitive Sports)**

2019	2020	
\$30.00	\$30.25	Non-refundable booking fee required for all rentals in addition to hourly rates.
\$200.00	\$200.00	Damage deposit for all rentals where equipment is brought into the facility.
\$31.00	\$31.00	Hourly lifeguard staff costs (per lifeguard), in addition to pool rental fee (staff rates increase 1½ times per hour on holidays)

\$94.50	\$94.75	Indoor pool or half of Rainier Beach Pool (either the lap pool or the leisure pool) rental cost per hour when pool is scheduled to be closed to the public, plus staff costs. <i>Calculation for a per lane rental rate when entire pool is used = dividing the cost per hour by the number of lanes and rounding up to the next whole dollar.</i>
\$47.25	\$47.50	Hourly indoor pool rate for shallow end only in bulkhead pools when deep end is in use. This fee applies to Madison and Medgar Evers aquatic facilities.
\$315.00	\$315.25	Indoor Pool rental, per hour, when pool is scheduled to be open to the public, plus staff costs
\$147.00	\$147.25	Colman Pool rental, per hour, plus staff costs (exclusive use) <i>Note: Colman Pool is an 8 lane, 50-meter pool with a slide</i>
\$157.50	\$157.75	Mounger Pool or Rainier Beach Pool rental, per hour, plus staff costs (exclusive use, including all pools & slide)

**Swimming Pools – Competitive Sports Rentals**

2019	2020	(see notes on following page for more information)
\$30.00	\$30.25	Non-refundable booking fee required for all rentals in addition to hourly rates.
\$200.00	\$200.00	Damage deposit for all rentals where equipment is brought into the facility.
\$31.00	\$31.00	Hourly lifeguard staff costs (per lifeguard), in addition to pool rental fee (staff rates increase 1½ times per hour on holidays)
\$89.25	\$89.50	Beginning Swim Team for youth – introductory beginning level, per hour for all lanes, offered at a reduced price to encourage use by new youth competitive sports programs. <i>Pricing offered on a quarterly basis at which time swimmers advance to standard rates.<sup>A</sup></i>
\$115.50	\$115.75	Indoor competitive sports rental (between 6am-8pm) cost per hour when pool is scheduled to be closed to the public, plus staff costs. <sup>A,B</sup>
\$57.75	\$58.00	Hourly indoor competitive sports (between 6am-8pm) rate for shallow end only in bulkhead pools when deep end is in use, plus staff costs. This fee applies to Madison and Medgar Evers aquatic facilities. <sup>B</sup>
\$105.00	\$105.25	Indoor competitive sports rental (between 8pm-6am) cost per hour when pool is scheduled to be closed to the public, plus staff costs. <sup>A,B</sup>
\$49.00	\$49.25	Hourly indoor competitive sports (between 8pm-6am) rate for shallow end only in bulkhead pools when deep end is in use, plus staff costs. This fee applies to Madison and Medgar Evers aquatic facilities. <sup>B</sup>
\$231.00	\$231.25	Indoor pool competitive sports rental or Swim Meet, per hour, when pool is scheduled to be open to the public, plus staff costs. <sup>B</sup>

\$200.00	\$200.25	Colman Pool competitive sports rental, per hour, plus staff costs (exclusive use) Note: Colman Pool is an 8 lane, 50-meter pool with a slide. <sup>B</sup>
----------	----------	--

<sup>A</sup> NOTE: Calculation for a “per lane” rental rate when entire pool is used = dividing the cost per hour by the number of lanes and rounding up to the next whole dollar.

<sup>B</sup> NOTE: “Competitive sports” rates apply to swim teams, masters, and water polo.

NOTE: Individuals and groups desiring to use swimming pools will be expected to pay the cost of staffing in addition to program rates established. Staff rates increase 1½ times per hour on holidays.

NOTE: Rates also apply to Metro or King County League swim meets for events that do not include a Seattle Public School. Events that include a team from a Seattle Public School are covered under the Joint Use Agreement and are not charged a swim meet fee. Staff fees are additional (staff rates increase 1½ times per hour on holidays).

NOTE: There is an hourly flat-rate charge for competitive meets, with no additional percentage charges for the event (no percentage collected for entry fees and heat sheet sales).

NOTE: Swim meet entry fees and sale of heat sheets are included in base fee for each event.

NOTE: Permit Application Fee as established in **Use Permits** section of Fees and Charges ordinance will apply plus 10% of gross revenue for **all Admissions and Swim Meet Concessions** (food/drink, t-shirts, goggles, etc). Additional insurance and/or permits may be required.

NOTE: Deck or lobby rentals priced as small room under Class C room rentals.

NOTE: Bulkhead pool rentals during public hours are limited to lap pool or shallow pool, not both, unless specific fees are charged.

**Timing System Rental**

2019	2020	
\$400.00	\$400.00	Minimum 4-hour use
\$100.00	\$100.00	Each additional hour
\$31.00/hr	\$31.00/hr	Additional staff charge for delivery, set up, operation and clean-up (staff rates increase 1½ times per hour on holidays).

Note: The timing system is available for rentals at most Seattle Parks and Recreation swimming pools. Some limitations may apply.

**Special Use Fees**

2019	2020	
10% of gross sales on Parks property	10% of gross sales on Parks property	If, in the course of the activity/event, charges are levied for admission, sales, concessions, or entry fees, the user will be subject to a minimum charge of 10% of the gross receipts.
\$1.00	\$1.00	Water Slide Use Fee per person for recreation swims over one hour in length; no charge if one hour or less.
\$2.00 – 50.00	\$2.00 – 50.00	Supplemental Special Event fee (indoor or outdoor), depending on event, such as open water swim, dive-in movies, jazz night, etc.

\$15.00	\$15.00	Dog Swim Special Event – <i>scheduled immediately prior to preventative maintenance closure. Limited to dogs only in the pool. No charge for spectators.</i>
\$0.25	\$0.25	Coin Operated Locker
\$0.50	\$0.50	Towel use, each
Market Value	Market Value	All merchandise sold at Mounger Pool will be at market value. Merchandise may vary throughout the season. NOTE: While this is a “City fee” at Mounger Pool, this fee is collected by the Associated Recreation Council at all other pools.

**Special Provisions**

**Colman and Mounger Pools:**

Admission fees to these facilities are charged to all persons entering pool area, even if not swimming (except parents watching children in lesson programs). Use of the pools, decks and picnic areas is part of the overall recreation opportunity; pool capacity is based on use of this area.

- **Special Programs**

**Super Deluxe Birthday Party Package**

A complete birthday party package at pools includes one-hour shared use in a section or portion of the pool, a one-hour party immediately following your water time in a designated party space (room, deck, or lobby), lifeguards, one pre-packaged juice, paper products and party goodie bags for each enrolled child. (Food items not included.) NOTE: Booking Fee does not apply to this program when operated during public business hours, and is not for exclusive use nor rental). Maximum party size is 20 children and 20 adults. Adults are included in the party package without charge as spectators and/or as in-water assistants for children who are weak swimmers, under height, or below age requirement. Adult in charge of party is responsible for all clean-up of party areas at the end of the program.

<b>2019</b>	<b>2020</b>	
\$273.00	\$273.25	Minimum package fee – for a party of 10 children
\$13.00	\$13.25	Additional fee – per child

**Wading Pool Rental**

<b>2019</b>	<b>2020</b>	
\$500.00	\$500.00	Minimum 4 hours of operation (includes 5½ staff hours)
\$50.00	\$50.00	Each additional hour

Wading pool rentals are only available at sites scheduled for summer use. All wading pool operating time under this rental rate is available for public use; no exclusive rental use is allowed.

**Aquatic Special Events**

V1a

NOTE: This category is for special events that result in the cancellation of scheduled programs or closure of a small craft center, swimming beach, or other public program. This fee is in addition to other fees.

<b>2019</b>	<b>2020</b>	
\$300.00	\$300.00	Special events, per day

**ATHLETIC FACILITIES**

*NOTE: The 2019 fees below are effective July 1, 2019. The 2020 fees below are effective January 1, 2020. See Appendix C for the Athletics Field Inventory.*

• **West Seattle Stadium and Interbay Stadium Usage Fees**

2019	2020	
10% of gross revenues	10% of gross revenues	Admissions/Sales. This includes admissions or donations, and excludes entry fees.
\$77.00/ hr	\$79.00/ hr	Athletic Stadium Games, Meets and Events *
\$57.50/hr	\$58.75/hr	Practice Fee** adult and youth practices
\$15.00/ hr	\$15.00/ hr	West Seattle Stadium only – youth fee
\$15.00/ hr	\$15.00/ hr	Rental of the West fenced Field Event area for shotput, discus, hammer throw, long jump and javelin only (West Seattle Stadium only); users must also pay staff fee.
\$30.75/ hr	\$31.50/ hr	Light Fee - this fee is charged for all uses requiring lights.

\*Event fees are charged for adult and youth special events, games and meets. West Seattle Stadium fee provides exclusive use of the facility and includes use of equipment, the press box and PA system, ticket booth, locker rooms and grandstands. Interbay Stadium fee provides exclusive use of the facility and includes use of equipment, the press box, locker rooms and grandstands. A staff person is required to be in attendance, and the staff fee must be paid in addition to the use fee. This fee does not include Lights or 10% charge on all admissions/sales.

\*\* Practice Fees provide use of the facility and includes use of equipment, the press box and PA system, ticket booth, locker rooms and grandstands. A staff person is required to be in attendance and the staff fee must be paid in addition to the use fee. This fee does not include lights or the ten percent (10%) charge on all admissions/sales. Facility use may not be exclusive – multiple users’ activities will be organized through the Seattle Parks and Recreation scheduling office.

**NOTES for Department Sponsored Activities:**

- o See following page for synthetic and non-synthetic field fees for practices/games.
- o All rentals are a minimum of one hour.
- o Additional staff may be required due to nature of event and anticipated attendance.
- o A damage deposit may be charged depending on nature of event and anticipated attendance.

- **Adult Sports Fees**

The 2018 fees remain effective through June 30, 2019. The 2019 fees below are effective July 1, 2018. The 2020 fees below are effective January 1, 2020.

2019	2020	
\$25.00	\$25.00	Indoor Sports League Fee, per hour
\$30.00	\$30.00	Adult Sports Team Administration fee/team
\$79.00	\$81.00	Adult Outdoor Use, per hour – synthetic field
\$58.50	\$60.00	Adult Outdoor Use, per hour – non-synthetic field
\$30.75/ hr	\$31.50/ hr	Outdoor Field Lighting Fee, per hour

- **Youth Sports Fees**

The 2018 fees remain effective through June 30, 2019. The 2019 fees below are effective July 1, 2019. The 2020 fees below are effective January 1, 2020.

2019	2020	
\$15.50	\$16.00	Youth Outdoor Use, per hour – synthetic field
\$10.25	\$10.50	Youth Outdoor Use, per hour – non-synthetic field
\$79.00	\$81.00	Private School Outdoor Use, per hour – synthetic field
\$58.50	\$60.00	Private School Outdoor Use, per hour – non-synthetic field
\$79.00	\$81.00	Outdoor youth Sports Camps, per hour – all field surfaces
\$30.75	\$31.50	Outdoor Field Lighting Fee, per hour

- **Sports Organizations’ Use Permits**

Sports organizations’ events, such as jamborees and tournaments, shall be subject to regular Use Permit charges. *See permit fee details on pages 31-33.*

- **Seattle Parks and Recreation Outdoor Tennis Courts**

Where a participant entry fee for tournaments or a fee for lessons is charged, 10% of gross receipts are to be paid to the Department in addition to the charges noted below. All persons who instruct tennis for a fee on Department courts must schedule according to court availability with the Scheduling Office, obtain the appropriate permit and pay the required fees. They must also successfully complete the Department’s Tennis Instructor’s Certification program and show proof of certification before a permit will be issued.

***Tennis Reservations (4 or less players)***

2019	2020	Scheduled based on availability.
\$8.00	\$8.00	1 hour, court rental, Adult play
\$13.00	\$13.00	1 hour, court rental, Private School
\$6.00	\$6.00	1 hour, court rental, Youth play

NOTE: *See “Amy Yee Tennis Center” on page 6 for Indoor Tennis fee rates.*

- **Outdoor Volleyball Courts**

We ran a successful pilot program beginning in 2017. The pilot moved scheduling of the San volleyball courts as a group to individual court rentals. This provided additional users a chance to book a court if organizations are not using every court for their program. We received positive feedback and are consistent with scheduling tennis courts. Fee is being adopted in the 2019-2020 Fees and Charges Schedule. Per hour court fees (7 courts at Alki Beach, 4 courts at Golden Gardens Beach) for adults and youth.

***Outdoor Volleyball Reservations***

<b>2019</b>	<b>2020</b>	<b>Scheduled based on availability.</b>
\$8.00	\$8.00	1 hour, court rental, Adult play
\$8.00	\$8.00	1 hour, court rental, Private School



## Facility Rentals

### COMMUNITY MEETING ROOMS AND GYMNASIUMS

- Locations and Sizes**

The Department charges rental fees (according to the classifications of usage) for the use of social/meeting rooms and/or kitchens and/or gymnasiums at: *(see Appendix A for a listing of facility telephone numbers)*

#### **Community Centers**

	Meeting Room(s)			Kitchen		Gym	
	Small	Medium	Large	Small	Large	Sm/Half	Large
Alki	x	x	x	x			
Ballard	x	x	x	x		x	x
Bitter Lake	x	x	x		x	x	x
Bitter Lake Annex				x		x	
Delridge		x	x		x	x	x
Garfield	x	x	x		x	x	x
Garfield Teen Life Center	x	x		x		x	
Green Lake		x		x			x
Hiawatha	x	x	x	x			x
High Point	x	x	x	x			x
International District/Chinatown	x	x	x		x	x	x
Jefferson		x	x		x	x	x
Laurelhurst	x	x	x		x		
Loyal Heights	x		x	x		x	x
Magnolia		x	x	x			x
Magnuson		x					x
Meadowbrook	x	x	x		x	x	x
Meadowbrook Annex				x		x	
Miller	x	x	x	x	x		x
Miller Annex		x		x		x	
Montlake	x	x	x		x		x
Northgate	x	x	x		x	x	x
Queen Anne	x	x	x	x	x		x
Rainier	x	x	x		x		(2)
Rainier Beach	x	x	x		x	x	x
Ravenna Eckstein		x		x			x
South Park	x	x	x	x		x	
Van Asselt	x	x	x		x	x	
Yesler	x	x	x		x	x	x

**Environmental Learning Centers**

	Meeting Room(s)			Kitchen		Gym	
	Small	Medium	Large	Small	Large	Small	Large
Camp Long	X	X		X			
Carkeek Park		X					
Discovery Park	X	X		X			

**Small Craft and Rowing & Sailing Centers**

(See Appendix for telephone numbers)	Meeting Room(s)			Kitchen		Gym	
	Small	Medium	Large	Small	Large	Small	Large
Green Lake	X						
Mt Baker	X		X	X			

**Specialized & Other Facilities**

(See Appendix for telephone numbers)	Meeting Room(s)			Kitchen		Gym	
	Small	Medium	Large	Small	Large	Small	Large
Shelter houses, Bathhouses, and Lawn Bowling Clubs.	X	X	X				
Southwest Teen Life Center	X	X			X		X
Garfield Teen Life Center	X			X		X	
Meadowbrook Teen Life Center	X			X		X	

Meeting room and gymnasium space is available only during times Department and Advisory Council programs are not scheduled. Uses are determined by classification A or C as defined below:

**Class A Use:** Non-Commercial Use, for the general public, scheduled during operating hours. No admission fee, vendor fee and/or donation is requested or received.

**Class A use** is reserved for advertised, non-commercial, public events/meetings that are for the general public and are scheduled during hours of operation. (If scheduled outside normal facility operating hours, see Class C use.)

**Class C Use:** All other rentals and Class A rentals scheduled outside of regular operating hours

**NOTE:** An event will be considered advertised if it has been announced in the local paper, through mass mailing, radio or social media announcements, posters throughout the community, posted in or distributed through the community center

• **Hourly Room and Gymnasium Rental Fees**

NOTE: A non-refundable \$30.00 in 2019 and \$30.25 in 2020 booking fee per site is required for ALL rentals in addition to the hourly rates. An additional charge is required for staff and the use of certain types of equipment, subject to availability at the facility. (See page 19 for definitions of “Class A” & “Class C”)

**Rooms**

<b>Class A 2019</b>	<b>Class A 2020</b>	<b>Class C 2019</b>	<b>Class C 2020</b>	
\$21.00	21.25	\$42.00	\$42.25	Small Rooms (1-400 square feet), per hr
\$27.00	\$27.25	\$54.00	\$54.25	Medium Rooms (401-1,500 square feet), per hr
\$36.00	\$36.25	\$72.00	\$72.25	Large Rooms (1,500+ square feet), per hr
\$15.00	\$15.25	\$30.00	\$30.25	Small Kitchen <sup>A</sup> (minimum of 2 hours), per hr
\$28.80	\$29.00	\$57.60	\$58.00	Large Kitchen <sup>A</sup> (minimum of 2 hours), per hr
10% of gross sales on Parks property	10% of gross sales on Parks property	10% of gross sales on Parks property	10% of gross sales on Parks property	If, in the course of the activity/event, charges are levied for admission, sales, concessions, or entry fees, the user will be subject to a minimum charge of 10% of the gross receipts.
N/A	N/A	\$75.00	\$75.00	Additional fee for events with ALCOHOL (insurance also required) <sup>B</sup>
\$250.00	\$250.00	\$250.00	\$250.00	Refundable rental and cleaning deposit (no alcohol)
N/A	N/A	\$500.00	\$500.00	Refundable damage deposit for events with ALCOHOL <sup>B</sup>
\$25.00 - \$250.00	\$25.00 - \$250.00	\$25.00 - \$250.00	\$25.00 - \$250.00	A non-refundable per hour maintenance fee may be charged and collected prior to the event as determined based upon event size and type.

<sup>A</sup> Kitchens are not available for commercial use unless used in conjunction with a scheduled community special event held on a park site.

<sup>B</sup> Insurance is required for all events with alcohol. Events with alcohol cannot be held during regular facility operating hours. Alcohol at approved events must remain in the facility.

**Gymnasiums**

<b>Class A 2019</b>	<b>Class A 2020</b>	<b>Class C 2019</b>	<b>Class C 2020</b>	<b>Staff costs are additional</b> (staff rates increase 1½ times per hour on holidays)
\$18.00	\$18.25	\$36.00	\$36.25	Small gym, Athletic use, per hr
\$39.00	\$39.25	\$75.00	\$75.25	Small gym, Non-Athletic use, per hr
\$24.00	\$24.25	\$48.00	\$48.25	Large gym, Athletic use, per hr
\$66.00	\$66.25	\$132.00	\$132.25	Large gym, Non-Athletic use, per hr

## **ENVIRONMENTAL LEARNING CENTERS**

- **Group-Guided Nature Walks**

NOTE: Group-Guided Nature Walks may be conducted in cooperation with Environmental Learning Center Advisory Councils. Fees are established by the Advisory Council and may be obtained by calling the specific facility of interest (*see Appendix A for facility telephone numbers*).

- **Camp Long**

### **Group Day Use Booking Fee**

NOTE: This reservation is for fire ring or rock/glacier reservations. Rock/glacier reservations require risk management review. Group Day Use is restricted to a maximum number of 250 participants. Schurman Rock, Glacier slab, and Fire Ring fees are non-refundable.

<b>2019</b>	<b>2020</b>	
\$8.00	\$8.00	Schurman Rock, Glacier slab, per hour (minimum 4 hrs), Group size 1-20 (insurance also required)
\$10.00	\$10.00	Fire Ring, per hour (minimum 4 hrs), Group size 1-50
\$11.00	\$11.00	Fire Ring, per hour (minimum 4 hrs), Group size 51-100
\$12.00	\$12.00	Fire Ring, per hour (minimum 4 hrs), Group size 101-150
\$14.00	\$14.00	Fire Ring, per hour (minimum 4 hrs), Group size 151-200
\$18.00	\$18.00	Fire Ring, per hour (minimum 4 hrs), Group size 201-250
\$50.00	\$50.00	Refundable damage/cleaning deposit

### **Cabin Rentals**

NOTE: Overnight use of Cabins is restricted to a maximum number of 120 participants (i.e., 10 cabins @ 12 per cabin). Cabin fees are non-refundable.

<b>2019</b>	<b>2020</b>	
\$50.00	\$50.00	Per night, per cabin (maximum of 12 persons per cabin)
\$50.00	\$50.00	Refundable damage deposit per cabin
\$25.00	\$25.00	Per hour for “exclusive use” of Kitchen ^

### **Meeting Rooms**

NOTE: A non-refundable \$30.00 in 2019 and \$30.25 in 2020 booking fee per site is required for ALL rentals in addition to the hourly rates. An additional charge is required for staff and the use of certain types of equipment, subject to availability at the facility. “*Additional Fees for Meeting Rooms*” (*below*) may apply.

<b>2019</b>	<b>2020</b>	
\$54.00	\$54.25	Main Hall, per hour
\$42.00	\$42.25	Wonder Lab, per hour
\$42.00	\$42.25	Patio area, per hour ( <i>also available at Discovery Park</i> )
\$30.00	\$30.25	Kitchen <sup>^</sup> , per hour

<sup>^</sup> Kitchens are not available for commercial use unless used in conjunction with a scheduled community special event held on the park site.

**Additional Fees for Meeting Rooms at Camp Long**

2019	2020	
\$30.00	\$30.25	Booking fee
\$75.00	\$75.00	Alcohol fee (insurance also required)
\$25.00 - \$250.00	\$25.00 - \$250.00	A non-refundable per hour maintenance fee may be charged and collected prior to the event as determined based upon event size, number of participants and anticipated labor required for maintenance and cleaning for the activity.
\$500.00	\$500.00	Damage deposit with alcohol at event
\$250.00	\$250.00	Damage deposit without alcohol at event

**Picnic Shelters**

2019	2020	<b>Rates are applied the same as other shelter and picnic fees</b> <i>(see page 29 for details) – Picnic shelter fees are non-refundable. See page 30 for Day Camp rates.</i>
\$80.00	\$80.00	West Shelter – <i>per day rate (tables included)</i>
\$90.00	\$90.00	East Shelter – <i>per day rate (tables included)</i>

**Challenge Course**

2019	2020	<b>NOTE: Challenge Course is for groups ONLY</b>
\$150.00	\$150.00	Portable Challenge Facilitator, up to 2 hours, with contractual agreement
\$125.00	\$125.00	Half-day facility rental (per 15 youth participants) <sup>A,B</sup>
\$250.00	\$250.00	Full-day facility rental (per 15 youth participants) <sup>A,B</sup>
\$62.50	\$62.50	Half-day reduced rate on challenge course facility rental fee for qualifying groups serving low-income youth. <sup>A</sup>
\$125.00	\$125.00	Full-day reduced rate on challenge course facility rental fee for qualifying groups serving low-income youth. <sup>A</sup>
\$175.00	\$175.00	Per Facilitator, half day, with contractual agreement
\$35.00	\$35.00	Corporate Groups (per person)
\$80.00	\$80.00	Facilitator Training Program (per day) <sup>B</sup>

<sup>A</sup>Scholarships may be awarded to non-profit groups that can meet guidelines (as funds allow).

<sup>B</sup>Participants who are current members of WSU-4H sponsored groups will receive a 60% discount on Challenge Course fees.

**Adventure/Activity Camps**

2019	2020	<b>NOTE: For middle to high school age youth</b>
\$350.00	\$350.00	5-day camp, per person

**Play & Zip**

2019	2020	
\$30.00	\$30.00	Drop-in Program, per person (ages 14 and up)

- **Discovery Park & Carkeek Park**

**Visitor’s Center & Room Rentals:** See “Community Meeting Rooms and Gymnasiums” section for further explanation of classification determinations and room rental information.

## **SPECIAL AMENITY FACILITIES**

- **Boathouse, Bathhouse, Shelterhouse, and Pumphouse Rentals**

A non-refundable \$30.00 in 2019 and \$30.25 in 2020 booking fee is required for ALL rentals in addition to the hourly rates.

<b>2019</b>	<b>2020</b>	
<sup>1</sup> \$230/ hour	<sup>1</sup> \$230/ hour	<b>Mt Baker Boathouse STANDARD</b> Room Rental – Main Hall (includes kitchen and amenities) <ul style="list-style-type: none"> <li>• 5 hr minimum rental - applies to rentals on Friday, Saturday or Sunday</li> </ul>
<sup>1</sup> \$150/ hour	<sup>1</sup> \$150/ hour	<b>Mt Baker Boathouse DISCOUNT</b> Room Rental – Main Hall (includes kitchen and amenities) <ul style="list-style-type: none"> <li>• 3 hr minimum rental – applies to rentals on Monday through Thursday at any time of the day</li> <li>• 3 hr minimum rental – applies to rentals on Friday, Saturday, or Sunday with rental event ending no later than 2:00pm</li> </ul>
\$200/hour	\$200/hour	<b>Golden Gardens Bathhouse</b> Building Rental – includes Main Hall, kitchen, & meeting room <ul style="list-style-type: none"> <li>• 4 hr minimum rental Monday through Thursday</li> <li>• 8 hr minimum rental Friday, Saturday, or Sunday</li> </ul>
\$70/hour	\$70/hour	<b>Alki Beach Bathhouse</b> Building Rental – Main Hall <ul style="list-style-type: none"> <li>• 4 hr minimum rental</li> </ul>
\$50/hour	\$50/hour	<b>Alki Beach Bathhouse</b> Painting Room (cannot be rented separately; must be rented in addition to Main Hall)
\$45/hour	\$45/hour	<b>Alki Beach Bathhouse</b> Patio (cannot be rented separately; must be rented in addition to Main Hall)
\$40/hour	\$40/hour	<b>Pritchard Beach Bathhouse</b> Building Rental – Main Hall <ul style="list-style-type: none"> <li>• 2 hr minimum rental</li> </ul>
\$10/hour	\$10/hour	<b>Cal Anderson Shelterhouse</b> Building Rental – Main Hall <ul style="list-style-type: none"> <li>• 2 hr minimum rental</li> </ul>
\$80/hour	\$80/hour	<b>Dakota Place Shelterhouse</b> Building Rental – Friday, Saturday or Sunday ONLY - includes exclusive use of Main Hall, side room & kitchenette <ul style="list-style-type: none"> <li>• 3 hr minimum rental</li> </ul>
\$50/hour	\$50/hour	<b>Dakota Place Shelterhouse</b> outside Patio (cannot be rented separately; must be rented in addition to shelterhouse)
\$20/hour	\$20/hour	<b>Ward Springs Pumphouse</b> Building Rental – Main Hall <ul style="list-style-type: none"> <li>• 2 hr minimum rental</li> </ul>

<sup>1</sup>To facilitate cost recovery for Mt Baker space rentals, the “Standard” fee includes an additional \$135/hour surcharge and the “Discount” fee includes an additional \$85/hour surcharge assessed by the Mt Baker Boating Advisory Council who funded the construction project and equipment purchases.

- **Add'l Fees for Boathouse, Bathhouse, Shelterhouse, & Pumphouse**

<b>2019</b>	<b>2020</b>	
\$30.00	\$30.25	Booking fee
\$75.00	\$75.00	Alcohol fee (insurance also required)
\$25.00 - \$250.00	\$25.00 - \$250.00	A non-refundable per hour maintenance fee may be charged and collected prior to the event as determined based upon event size, number of participants and anticipated labor required for maintenance and cleaning for the activity.
\$500.00	\$500.00	Damage deposit with alcohol at event
\$250.00	\$250.00	Damage deposit without alcohol at event



• **Warren G. Magnuson Park**

**Application Fees**

2019	2020	
\$30.00	\$30.25	Booking Fee, non-refundable for indoor rentals
\$75.00	\$75.00	Application Fee, non-refundable for Use Permit Fee
\$25.00	\$25.00	Per location per day film shoots
\$50.00	\$50.00	First Amendment use permit fee
10% of gross + rental charges	10% of gross + rental charges	Admissions, booths, and sales revenue (includes all performance revenue)
\$75.00	\$75.00	Alcohol use fee (insurance also required)*
\$8.00	\$8.50	Tables, each
\$2.00	\$2.50	Chairs, each
\$25-\$250	\$25-\$250	A non-refundable per hour maintenance fee may be charged and collected prior to the event as determined based upon event size, number of participants and anticipated labor required for maintenance and cleaning for the activity
\$250.00	\$250.00	Refundable Damage deposit for events without alcohol
\$500.00	\$500.00	Refundable Damage deposit for events with alcohol

\*Alcohol must remain in facility. Alcohol is not permitted during operating hours.

**Special Amenity Facility/Site Rentals**

2019	2020	<i>Note: Staff fee not included. *Tables &amp; chairs rented separately</i>
\$80/hour	\$83/hour	Bldg 30 Workshop
\$90/hour	\$93/hour	West Wing – Admiral’s Office, office/kitchen, 4-hour minimum
\$170/hour	\$175/hour	Hangar 30, hourly weekday rate*
\$200/hour	\$210/hour	Hangar 30, hourly weekend rate*
\$90/hour	\$95/hour	Hangar 30, hourly weekday rate for regular evening rentals
\$24/hour	\$24.25/hour	Bldg 406 Brig, Belvedere room
\$454/hour	\$54.25/hour	Bldg 406 Brig, Garden room & Hawthorne Hills room
\$672/hour	\$72.25/hour	Bldg 406 Brig, Matthews Beach and View Ridge rooms
\$150/hour	\$150/hour	Garden Amphitheater, 2 hour minimum (Ceremonies)
\$250/hour	\$258/hour	**Parking area use fee – 25 or fewer spaces blocked per day ( <i>Building 30 parking lots only</i> )
\$45/hour	\$49/hour	*Hourly use fee for Community, Natural, Special Use and Recreation Area parks ( <i>Magnuson Park only</i> )

\* Hourly use fee for Park Use Permits for all events except those constitutionally protected or those events covered under separate agreement. Contact Event Management office at 684-4081 for further information.

\*\* Parking area use fees apply to designated parking areas in some parks that the Parks Department deems necessary to reserve for events.

**Facility/Site Rentals**

<b>2019</b>	<b>2020</b>	
50% of regular room rate	50% of regular room rate	Class A room rate per hour (+ booking fee) – <i>see Class A requirements on page 19</i>
\$48.00	\$48.25	Gym, athletic use, per hour
\$132.00	\$132.25	Gym, non-athletic use, per hour
\$42.00	\$42.25	Small room rate, per hour
\$54.00	\$54.25	Medium room rate, per hour
\$72.00	\$72.25	Large room rate, per hour
\$30.00	\$30.25	Kitchen rate, per hour

- **Washington Park Arboretum (Graham Visitor’s Center)**

All fees are collected by the Arboretum Foundation. Please refer to the Arboretum’s website for the current fee schedule. <https://botanicgardens.uw.edu/washington-park-arboretum/visit/venue-rental/>

# MOORAGE, DOCKING, AND BOAT RAMP FEES

## MOORAGE FEES

- **Leschi and Lakewood Marinas**

Moorage fees and all other marina facility or service fees will be established by a business vendor through the bidding process as authorized by separate ordinance. Moorage hours will be prominently posted at all times at each marina entrance. Contact the following for fees or any other information regarding Marinas:

Leschi Marina or Lakewood Marina: (206) 708-4619

## DOCKING FEE (includes various Parks Department docks)

2019	2020	
\$75/ day	\$75/ day	Load/unload; short term moorage slip use + Application/Use Permit Fee
\$75.00	\$75.00	Application/Use Permit fee

Note: For Lake Union docking fee information, please contact the Center for Wooden Boats at (206) 382-2628.

## BOAT RAMPS

2019	2020	
\$12.00	\$12.00	Daily Permit fee – consecutive daily permits may be purchased to allow for overnight parking (not to exceed 4 nights).
\$150.00	\$150.00	Annual Permit fee – overnight parking privileges not to exceed four consecutive nights.
\$75.00	\$75.00	Annual Permit fee (low income rate) – overnight parking privileges not to exceed four consecutive nights.

## LAKE UNION PARK HISTORIC SHIPS WHARF

- **Center for Wooden Boats Fees**

Temporary use by vessels of the wharf and north seawall at Lake Union Park is managed by the Center for Wooden Boats under contract with Seattle Parks and Recreation. Fees are established by the Center for Wooden Boats consistent with and subject to the contract between Center for Wooden Boats and Seattle Parks and Recreation. For information, call 206-382-2628.

# PARTICIPATION FEES

## RECREATION PARTICIPATION FEES

As a service to the public, the Seattle Parks and Recreation may contract with Advisory Councils, or the Associated Recreation Council to collect fee payments. The contract shall require the Advisory Council or Associated Recreation Council to remit the participation fee to the City.

- **Community Center and Outdoor Recreation Class Fee**

2019	2020	
4.0%	4.0%	Percent of fee for all Advisory Council sponsored classes, programs, and sessions at community centers and for outdoor recreation programs.

- **Lifelong Recreation Program Participation Fees**

NOTE: These fees only apply to programs offered through the Department’s Senior Adult Section. Senior adult fees for participation in other programs are listed elsewhere in this Fees and Charges Schedule. Where there is no senior adult fee listed for the activity, the adult fee will apply.

2019	2020	
4.0%	4.0%	Percent of Senior Adult Advisory Council class fee paid by registrants for all advisory council sponsored classes, programs and field trips.

- **Small Craft Center Class Participation Fees**

2019	2020	
\$41,500	\$41,500	Rowing Advisory Council fee (paid in quarterly installments)
\$14,000	\$14,000	Seattle Canoe Club (paid in quarterly installments)
\$45,000	\$45,000	Mt Baker Boating Advisory Council (paid in quarterly installments)

## RESERVATIONS

- **Park Area Ceremony Fee**

NOTE: Areas are available in many parks for various special ceremony uses. See “USE PERMITS – General Provisions” for standard application Park Use Permits.

2019	2020	
\$200.00	\$200.00	Hourly fee, with 3-hour minimum for garden weddings or ceremonies at Kubota Gardens and Parsons Gardens
\$170.00	\$170.00	Hourly fee, with 2-hour minimum for wedding or ceremonies at Alki Beach Park, Golden Gardens Park, Hamilton Viewpoint, Sunset Hill Viewpoint, Volunteer Park, and Washington Park Arboretum
\$135.00	\$135.00	Hourly fee, with 2-hour minimum to use parks not listed above for weddings or other ceremonies

- **Picnic Reservation Fee**

NOTE: Tables at shelters are not included in shelter price and are charged separately. **Shelter rental must include shelter price plus fee for each table.**

2019	2020	
\$60.00	\$60.00	Each Regular Shelter per HALF-day (excluding Golden Gardens, Carkeek, Alki, Lincoln Park and Magnuson Park); additional fees will apply for tables under shelter. Half-day rates are 8:00 a.m.-2:00 p.m. OR 3:00 p.m.-10:00 p.m.
\$75.00	\$75.00	Each Shelter at Golden Gardens, Carkeek, Alki, Lincoln Park and Magnuson Park per HALF-day; additional fees will apply for tables under shelter. Half-day rates are 8:00 a.m.-2:00 p.m. OR 3:00 p.m.-10:00 p.m.
\$110.00	\$110.00	Each Regular Shelter per DAY (excluding Golden Gardens, Carkeek, Alki, Lincoln Park and Magnuson Park); additional fees will apply for tables under shelter. Full day rates are 8:00 a.m.-10:00 p.m.
\$120.00	\$120.00	Each Shelter at Golden Gardens, Carkeek, Alki, Lincoln Park and Magnuson Park per DAY; additional fees will apply for tables under shelter. Full day rates are 8:00 a.m.-10:00 p.m.
\$25.00	\$25.00	Each Table, per day
\$15.00	\$15.00	Each Table, per half day
\$25.00	\$25.00	Reschedule fee (14-day notice required to reschedule)

- **Day Camps Booking Fee**

<b>2019</b>	<b>2020</b>	
50% discount of Shelter and/or Table fees	50% discount of Shelter and/or Table fees	Discount of “Picnic Reservation Fees” and Camp Long Shelters as found in Fees and Charges, plus \$75 use permit application fee.

# PERMITS

## USE PERMITS

Use Permits authorize non-department groups to utilize Seattle Parks and Recreation property for special events (i.e., runs, boating, concerts, day camps, community festivals, rallies, commercials, etc.). Additional charges may apply to cover direct cost of special services/requests.

- **General Provisions**

NOTE: Insurance shall be required when the planned event or any structure, activity or feature thereof presents a significant risk of liability or loss for the City, its officers, or for the applicant, due to personal injury or property damage. The insurance requirement shall not apply to events where the sole activity consists of expression protected by the First Amendment and does not involve the use of any structures, vehicles, equipment, apparatus or machinery that creates a significant risk of personal injury or property damage. In addition, an application fee will be collected upon formal written application. This fee is non-refundable, except when the Department denies a request.

2019	2020	
\$50.00	\$50.00	Application fee – First Amendment Events, including political activities.
\$75.00	\$75.00	Standard Application fee – Use Permits (i.e., runs, boating, concerts, day camps, community festivals, rallies, seasonal concession permits, etc.)
\$30.00	\$30.00	Booth fee – As part of a special event, a charge of \$30.00 per booth or 10% of gross sales, whichever is greater.
10% of gross sales on Parks property	10% of gross sales on Parks property	<b><u>For events OPEN to the general public without restriction:</u></b> If, in the course of the activity/event, charges are levied for admission, entry fees, sales of goods or services, food or beverages, the user will be subject to a percentage of sales fee. For an activity/event open to the general public without restriction and without ticket or fee required for admission, this percentage of sales will equal 10% of the gross receipts for those items not free. 10% fees are due within 10 days of the expiration of the permit.
The greater of 10% of gross sales on Parks property or \$5,000	The greater of 10% of gross sales on Parks property or \$5,000	<b><u>For events that RESTRICT general public access:</u></b> For events that restrict or limit access to the general public through the use of controlled entry points the percentage of sales fee shall be set at \$5,000.00 per day minimum or 10% of the gross receipts for those items not free, whichever is greater. In these cases, the percentage of sales applies to all admissions, registration fees or tickets, including those not purchased on Parks property collected before during or after the event.  This minimum percentage of sales fee will be added to the park use reservation and must be paid in advance with all fees due prior to permitting. When sales generate additional fees, those fees are due within 10 days of the expiration of the permit.

The greater of 10% of gross sales on Parks property or \$10,000	The greater of 10% of gross sales on Parks property or \$10,000	<p><b><u>For events that EXCLUDE general public access:</u></b></p> <p>For events that exclude the general public because the event is private in nature and restricted to a specific group or invited attendees, the percentage of sales fee shall be set at \$10,000.00 per day minimum or 10%, whichever is greater. In these cases, the percentage of sales fee applies to all admissions, registration fees or tickets, including those not purchased on Parks property collected before during or after the event. These fees apply to all days of event set up, event execution and event break down while the event area is restricted to the general public.</p> <p>This minimum will be added to the park use reservation and must be paid in advance with all fees due prior to permitting. When sales generate additional fees, those fees are due within 10 days of the expiration of the permit.</p>
\$25.00	\$25.00	Load/Unload fee, per vehicle – for short-term access into non-parking areas or those areas accessed through a locked gate or bollard.
\$95.00	\$95.00	Utility hook-up fee – for any utility hook-up performed by Department personnel.
\$75.00	\$75.00	Alcohol use permit fee
\$75.00	\$75.00	Supplemental Late Application Fee – for requests submitted less than 6 working days before event. (Fee does not apply to First Amendment events)
\$100.00	\$100.00	Per surface (advertising banner, canopy/tent wall, sign, vehicle surface, inflatables, other) per day – for posting signage (including signage that contains both commercial and non-commercial elements) in a park in conjunction with a park use permit.
\$15.00	\$15.00	*Hourly use fee for Triangles, Circles, Squares, Pocket parks, Boulevards, and the Burke Gilman Trail
\$25.00	\$25.00	*Hourly use fee for Downtown & Neighborhood parks
\$35.00	\$35.00	*Hourly use fee for Community, Natural, Special Use and Recreation Area parks
\$175.00	\$175.00	**Parking area use fee – 25 or fewer spaces blocked per day
\$225.00	\$225.00	**Parking area use fee – 26-50 spaces blocked per day
\$575.00	\$575.00	**Parking area use fee – 51 or more spaces blocked per day

\* Hourly use fee for Park Use Permits for all events except those constitutionally protected or those events covered under separate agreement. Contact Event Management office at 684-4081 for further information.

\*\* Parking area use fees apply to designated parking areas in some parks that the Parks Department deems necessary to reserve for events.

- **Permits and Agreements for Activity Permits**



In order to provide positive activation to parks, needed amenities for park users and services that enhance the park experience or provide applicable opportunities that the Department does not provide, agreements and permits are periodically issued to interested parties and organizations and small businesses. Permits are mandatory for doing business in a park. NOTE: Rating criteria emphasis is put on WMBE businesses and those businesses are encouraged to register in the City’s WMBE database. Activities must align with the Department mission and goals. Activity (Fitness and Nature Education) opportunities are advertised on the Department website year-round.

2019	2020	<i>All fees are payable in advance at the time the permit is purchased.</i>
\$75.00	\$75.00	Permit Administrative fee – Activities (Fitness & Education classes) operating less than ten (10) hours per week with fewer than 35 participants at any time.
\$75.00	\$75.00	Monthly (per park) Permit fee – Activities (Fitness or Education) operating, but not vending in the Parks with fewer than 35 participants and less than ten (10) hours per week operating in a park.

- **Use of Park Facilities for Filming/Photography**

NOTE: Regular permit fees apply to below charges, including late permit fee.

Commercial filming and photography for advertising within the City of Seattle is covered under the Seattle Filming Ordinance. All of the information that you need about filming in Seattle can be found in the Seattle Film Manual, located online at <http://www.seattle.gov/filmandmusic/film/film-permits>

2019	2020	
\$30.00	\$30.00	Per 4-hour block of time, per park, for commercial filming/photography (wedding photos, graduation photos, etc.). NOTE: Fees for Garden Sites may be higher, depending upon time of year and/or days requested.

- **First Amendment Vending**

Persons may apply for a permit to vend merchandise that is inherently expressive or in which a political, religious, philosophical or ideological message is inextricably intertwined. Such “First Amendment Vending” is governed by regulations adopted by the Seattle Parks and Recreation. When conducted on a park drive or boulevard, First Amendment Vending is subject to a base permit fee of seventy-five dollars (\$75.00) for a monthly site permit. When conducted within a park, First Amendment Vending is subject to a monthly base permit fee of seventy-five dollars (\$75.00). Questions concerning the First Amendment Vending Regulations may be directed to the Parks Concessions Coordinator at 233-0063.

- **Construction Plan Review**

The Seattle Parks and Recreation (SPR) charges a fee of \$128 per hour for our cost of construction plan reviews, including review of development plans from both private and public entities that affect park property. This SPR fee is in addition to the fee currently charged by the Department of Planning and Development (DPD), excluding Public Works projects which are requested for review outside the DPD review process. The DPD fee includes elements to reimburse DPD, Seattle Public Utilities (SPU), the Department of Health, and Seattle Department of Transportation (SDOT), for the plan review work done by their staff. For further information, please contact the Parks Planning & Development section at 684-4860.

## **PERMITS FOR NON-PARK USES of PARK PROPERTY (Revocable Use Permits or RUPs)**

### • **General Provisions & Fees**

Revocable Permits to Use or Occupy Park Property, commonly called Revocable Use Permits, are issued by the Superintendent of Parks and Recreation, under authority of Seattle Municipal Code (SMC) 18.12.042, 18.12.045, and 18.12.275, for various short-term or on-going (i.e., Limited Term or Continuing Use, respectively) **non-park uses** of public land under the control of the Seattle Parks and Recreation. **Permits are revocable upon thirty (30) days' notice** or immediately upon failure of the Permittee to comply with the terms and conditions of the Permit. **Unauthorized use of park property**, including failure to apply for and obtain a Revocable Use Permit, **is unlawful and subject to enforcement** actions or other remedies as specified in SMC 18.30 or other applicable law.

In accordance with the Policy on Non-Park Uses of Park Lands, as endorsed by City Council Resolution 29475, it is the policy of the Seattle Parks and Recreation to **limit authorized non-park uses of park land to the fullest extent practicable. Fees and conditions** set for Revocable Use Permits **are intended to discourage private, non-park uses of park lands**; encourage the elimination of encroachments; and promote private and public cooperation in maintenance of park lands in a manner consistent with a public park-like character.

Consideration of any permit application requires payment of an Application Fee, unless City action to a public right-of-way resulted in inaccessibility from other than park property. The **Application Fee is non-refundable**. Issuance of a permit requires payment of a Permit Fee which is:

- a **fixed daily fee** (i.e., **Limited Term permit fee**); and/or
- calculated in accordance with a **formula (Continuing Use permit fee)**; or
- a **minimum** permit fee.

Application Fees and Permit Fees are set periodically by ordinance. Under exceptional circumstances, the Superintendent of Parks and Recreation may waive or reduce the Revocable Use Permit Fee, in accordance with criteria established by SMC 18.28.030 or SMC 18.28.040. Creek restoration projects proposed by other City departments are specifically exempted from permit fees of any kind as the City recognizes these projects as valuable enhancements to its parks and recreation assets. In determining whether the Permit Fee should be **waived or reduced**, the Superintendent shall be guided by:

- The benefit to the public and the direct benefit to the park system;
- The frequency and/or amount of usage requested;
- The effect on and fairness to other park users;
- Consistency with policies underlying the fee schedule and SMC Chapter 18; and
- The consequences of denying the request.

The Superintendent may authorize the **acceptance of permanent physical improvements**, such as constructed improvements or landscaping, as compensation in lieu of the Permit Fee in those circumstances where the proposed in lieu compensation can be shown to be equal to, or greater, in value than the calculated or set amount of the Permit Fee, provided that the Superintendent shall not accept such in lieu compensation where the improvement is inconsistent with the City's health,

safety or aesthetic standards, the mission or policy of the Parks Department, or conveys any message that is not adopted by the City.

Waiver or reduction of the Permit Fee **does not necessarily waive or reduce other fees, charges, requirements, or obligations** in connection with issuance of a Revocable Use Permit including Application Fee, Inspection Fee, processing charges, insurance or indemnity requirements, or restoration requirements.

### ***Limited Term Permit Fee***

Limited Term permits may be issued for necessary uses of park property for brief periods of time, generally expected to be **limited to ninety (90) days or less**; however, Limited Term permits may be issued for uses expected to continue beyond ninety (90) days. **Examples of activities** for which Limited Term permits may be issued include removal of encroachments, installation of landscaping consistent with Department guidelines, utility installations, and temporary access.

The Limited Term permit fee will be **charged at a daily rate from the date the permit is issued or the date the use or occupancy of park property began, whichever is earlier**, until the activity is completed and all conditions of the permit, including restoration of any damage to park land, have been satisfied. If seasonal factors, such as planting conditions or construction prohibitions, warrant a delay between the time the use or occupancy of park property is completed and the time the restoration is completed, no Permit Fee shall be charged for the interim period, unless the park land is unavailable for the use or enjoyment of the public.

If a Revocable Use Permit is issued for a use of park land that is expected to continue for a limited period of time, such as a Limited Term permit, but for a **period exceeding ninety (90) days**, the fee shall be the daily rate set for Limited Term permits for the first ninety (90) days; the fee for the period exceeding ninety (90) days shall be calculated in accordance with the Continuing Use permit fee.

Under no circumstances shall a Limited Term permit fee be converted to a lesser fee due to extension of the anticipated completion date of the permitted activity. If upon inspection it is determined that the permit conditions have not been satisfied, charges for additional daily fees at the same rate shall accrue until conditions have been satisfied.

### ***Continuing Use Permit Fee***

Continuing Use permit fees shall be charged for **uses expected to continue for an extended period of time, generally beyond ninety (90) days (e.g., encroachments or other non-park uses that will not be corrected or eliminated within a ninety (90) day period)**. Continuing Use permit fees shall be calculated using a **formula** based on land **Value**, **Area** of use, a **Barrier** factor, and a **Rate** of return (**V x A x B x R**).

The **Value** of the park land used shall be determined by calculating the average of the **assessed value** per square foot of the benefited property and the assessed values per square foot of **comparable** (i.e., similarly zoned, having similar amenities such as waterfront or view), nearby (within a distance not to exceed 1,000 feet) **non-park properties**.

The **Area** shall be the total of the square footage of park land actually used or occupied for non-park purposes and/or the square footage of park land that is subject to a barrier to public use and/or enjoyment.

The **Barrier Factor** is a multiplier of 1 or less than 1, representing the extent of barrier to public use and enjoyment, as set by the following scale. If two or more Barrier Factors may apply, the greater factor shall apply.

Factor: **1.00** Full use and/or occupancy of area, preventing public use or occupancy of the area (e.g., a private structure); or creation of a physical barrier denying public use or access to the area (e.g., a fence or hedge);

**.70** Creation of a perceptual barrier by improvements or actions that capture the public space for private use (e.g., paving, shrubbery, other plantings);

**.35** Private landscaping or other improvements on park land that violate, exceed, or are inconsistent with established design guidelines or reasonable standards intended to preserve the public park-like character of park lands (e.g., private access drive or walkway in excess of standard; private lighting or safety railings that exceed a security function).

The **Rate** of return (i.e., land capitalization rate) is set at 10%.

Continuing Use permit fees for permit **periods of less than twelve (12) months are payable in full prior to permit issuance**. Continuing use permit fees for permit periods anticipated to continue for twelve (12) months or more may be pro-rated and annualized and payable in advance for such annualized date as the Department shall establish. If the permit period is shorter than anticipated, the permit fees paid in advance shall be prorated for the time used and over-payment shall be refunded, except in the case of revocation due to Permittee's failure to comply with the terms and conditions of the permit, in which case no refund shall be given. **Permits for utility installations, such as electrical, natural gas, or telephone service, shall be charged as Limited Term permits**, based on the permit period necessary for installation.

**There is no Permit Fee charged for Limited Term permits of ninety (90) days or less issued expressly to allow the removal or elimination of an encroachment onto park land.**

There is no Permit Fee charged for certain non-park uses of park land which may be allowable by property right, such as driveway access from the roadway portion of a park boulevard if access is not available from any other right-of-way, or pedestrian walkway from a public sidewalk to the abutting private property, if such uses comply with established design guidelines or reasonable standards intended to preserve the public park-like character of park lands.

**Revocable Use Permit FEE SCHEDULE**

2019	2020	
\$200	\$200	Application Fee (non-refundable; includes one (1) on-site inspection and two (2) hours of staff time for reviewing and processing application)
\$200	\$200	Inspection and/or Monitoring, per hour (Application fee includes one on-site inspection. Additional on-site charges at \$200.00 per hour may be assessed, for on-site inspections and/or monitoring, if specified in the Permit or if necessary in the Department’s judgment, due to Applicant’s or Permittee’s action(s), or failure to comply with the terms and conditions of the permit.)
\$250	\$250	Limited Term Permit, per day, <b>OR</b> \$325.00 minimum, whichever is greater
Formula	Formula	Continuing Use Permit, determined by formula (V x A x B x R) <b>OR</b> \$650.00 minimum, whichever is greater
\$130	\$130	Processing Charges, per hour (costs of staff time in excess of two (2) hours to review and process permit applications; payable prior to permit issuance.)

**VIEW TREE PRUNING PERMIT**

Private Citizens may apply for a permit if they wish to hire a qualified, bonded tree service firm to perform view tree pruning which is not normally done as part of the Department tree maintenance program along its designated viewpoints and scenic drives. The request for this permit must be submitted in writing to the Manager of our Citywide Horticulture Unit. Three site inspections by a Department Landscape Supervisor will be performed: the first inspection to review the request and make a determination of allowed pruning, the second (if the request is approved) during the proposed work to ensure compliance with the permit, and a final inspection for satisfaction of all permit specifications.

2019	2020	
\$50.00	\$50.00	Application fee, non-refundable. Must be submitted with the written request for a View Tree Pruning Permit.
\$100.00	\$100.00	Permit fee, due upon issuance of the View Tree Pruning Permit
\$100.00	\$100.00	Bond from tree service firm must be submitted prior to work. The tree service firm is also required to submit proof of insurance in a minimum amount of \$1,000,000 bodily injury liability and \$5,000 property damage.
\$80.00	\$80.00	Forester staff time (per hour) required for public communications, site visits, and designated paperwork.

## **PROMOTIONAL & MARKETING FEE WAIVERS & REDUCTIONS**

The Superintendent of the Seattle Parks and Recreation is authorized, as provided in SMC 18.28.020, to waive or reduce entry or use fees from those contained in an approved fee schedule in conjunction with the promotion and marketing of Park and Recreation programs.

### **EXAMPLES OF FEE WAIVERS & REDUCTIONS**

Authorized activities include, but are not limited to, the following arrangements:

1. **Sponsored days:** A sponsored day or activity for which a sponsor pays the Department a fixed fee, a matching amount, or supplies advertising, service, or other benefit. In exchange, the Department provides free public entry use of the facility, or free or reduced entry for a certain segment of the public (e.g., children under 12, senior citizens, anyone donating clothing or food for a drive for those in need); for a special group of the public (e.g., participants in a community parade); or to the first entrants up to a specified number.
2. **Bonus and prizes:** The Department may distribute to users or entrants an item supplied by the sponsor (e.g., a button, a balloon, literature, an item of apparel, or a donated prize for an achievement).
3. **Combination tickets:** The Superintendent may issue a combination ticket for use of multiple City facilities or participation in multiple City events. A combination ticket may also take the form of a reciprocal discount or credit. For example, presentation of a ticket stub or coupon from an aquarium in another city may entitle the holder to a credit on admission to the Seattle Aquarium when a receipt for paid entry to Seattle’s Aquarium entitles the holder to like privileges in the facility of the other city. In those cases, where a combination ticket is authorized, combining multiple events and facilities:
  - o The combined ticket price may be less than the amount that would be paid for each entry or event singly;
  - o The combined ticket shall expire within a time period after the ticket’s sale or first usage, with said period to be determined by the Superintendent of the Seattle Parks and Recreation or his or her designee; and
  - o The City and any other participant organizations shall apportion the revenue from the combined sale by a ratio or formula.
4. **Discount Coupons:** A coupon allowing two people to enter for the price of one person, or the coupon holder to enter at a reduced rate. Coupons may be offered through a sponsor who makes a payment to the City or who provides special advertising in return. For example, the coupon may accompany an advertisement in a widely distributed publication for tourists, which contains similar coupons for other attractions. The Department may also use coupons as a way of reaching out to a group or segment of the citizenry, who would not attend or use the facility at the established fee.

5. Prepaid Passes: During special hours or otherwise, admission may be sold to a tour company, the organizer of a convention, or an association at an aggregate fee for all members and the participants may be granted entry, either as a group or individually, at the hours or on the days authorized by presenting a ticket or other indication of pre-payment.
6. Departmental Free or Half-Price Days: “Senior citizens’ days” may be offered during which time people over a minimum age are admitted free; a free day may be provided for the public to see and enjoy an exhibit financed through a bond issue or by a public fund-raising drive; on a “Kids’ Day” or “Neighborhood Day,” admission may be free for children and low income adults; a free golf lesson day for kids may be provided; or free swimming day at our pools may be provided.
7. Promotional Purposes: The Department may offer extended evening hours or special discounts during specific periods in the year to encourage high attendance at our park facilities. Some examples include, but are not limited to, the following:
  - (a) Extended Aquarium hours and special discounts during the summer.
  - (b) Extended special discount for swimming fees during the summer.

# APPENDIX

## APPENDIX A - Facility Phone Numbers (Area Code 206)

### AQUARIUM

Administrative Office .....	386-4300
Member/Group Sales/Registrar .....	386-4353

### AQUATICS FACILITIES

#### *ROWING & SAILING CENTERS*

Green Lake Small Craft Cntr ...	684-4074
Mt. Baker Rowing & Sailing ...	386-1913

#### *SWIMMING POOLS*

Ballard Pool .....	684-4094
Colman Pool (summer only)....	684-7494
Evans Pool .....	684-4961
Madison Pool .....	684-4979
Meadowbrook Pool.....	684-4989
Medgar Evers Pool.....	684-4766
Mounger Pool (summer only)..	684-4708
Queen Anne Pool .....	386-4282
Rainier Beach Pool .....	386-1925
Southwest Pool.....	684-7440

### ARBORETUM/GARDENS

WA Arboretum Visitor Center.....	543-8800
Japanese Gardens .....	684-4725

### GOLF DRIVING RANGES

#### *DRIVING RANGES*

Interbay .....	285-2200
Jefferson .....	763-8989

#### *GOLF COURSES*

Green Lake (Pitch & Putt) .....	632-2280
Interbay .....	285-2200
Jackson Park.....	363-4747
Jefferson Park.....	762-4513
West Seattle .....	935-5187
West Seattle Clubhouse Restaurant (Banquets).....	932-7577

### MOORAGES AND BOAT RENTALS

Green Lake Boat Rentals .....	527-0171
Lakewood Moorage .....	722-3887
Leschi Moorage .....	325-3730

### RENTAL FACILITIES

#### *COMMUNITY CENTERS*

Alki .....	684-7430
Ballard.....	684-4093
Bitter Lake .....	684-7524
Delridge.....	684-7423
Garfield .....	684-4788
Green Lake.....	684-0780
IDC CC .....	233-0042
Hiawatha .....	684-7441
High Point .....	684-7422
Jefferson.....	684-7481
Laurelhurst .....	684-7529
Loyal Heights.....	684-4052
Magnolia .....	386-4235
Meadowbrook .....	684-7522
Miller.....	684-4753
Montlake .....	684-4736
Northgate.....	386-4283
Queen Anne .....	386-4240
Rainier.....	386-1919
Rainier Beach.....	386-1925
Ravenna-Eckstein .....	684-7534
South Park.....	684-7451
Southwest.....	684-7438
Van Asselt.....	386-1921
Yesler .....	386-1245

#### *ENVIRONMENTAL LEARNING CENTERS*

Camp Long .....	684-7434
Carkeek Park.....	684-0877
Discovery Park.....	386-4236
Seward Park .....	684-4396

#### *OTHER FACILITIES*

Langston Hughes Performing Arts Center .....	684-4757
---	----------

### SAND POINT/MAGNUSON PARK

Community Center.....	684-7026
-----------------------	----------

### SEATTLE (Amy Yee) TENNIS CENTER

Indoor & Outdoor courts.....	684-4764
------------------------------	----------



## APPENDIX B - Permit, Reservation, and Information Phone Numbers

(Area Code 206)

### Athletic Field/Court Scheduling

Field Scheduling – Individual.....	684-4077
Field Scheduling – League.....	684-4082
Tennis	
Indoor courts .....	684-4764
Outdoor courts .....	684-4077
Outdoor courts (Tennis Center)	684-4764

### General & Group Reservations

Day Camp Reservations.....	684-4081
Picnic Area Reservations .....	684-4081
Weddings	
Camp Long (outdoor) .....	684-7434
Facility (indoor) .... (call specific facility)	
Park areas .....	684-4081

### Specialized Permits & Contracts

Boat Launch Permits.....	684-7249
Commercial Use Permits .....	684-4080
Concession Contracts.....	684-8002
Construction Plan Review.....	684-4860
Events & Filming (held on Park property)	
Commercial events.....	684-4080
Film Permits.....	684-4081
@ Magnuson .....	233-7892
Special Events.....	684-4080
Revocable Use Permits .....	684-4860
Special Events Permits.....	684-4080
Special Events at Magnuson Park..	233-7892
Tree Trimming .....	684-4713

### Information

General Information.....	684-4075
Business Service Center.....	684-5177
Summer Wading Pool Hotline .....	684-7796
Ballfield Rainout Hotline.....	233-0055

### APPENDIX C - Athletics Field Inventory

(\*Field Owner: COS = City of Seattle; SPS = Seattle Public Schools)

Field	*Field Owner	Surface	Baseball/ Softball	Soccer	Football	Other	Lighted	Season of Use
African American Academy	SPS	Grass		X				Fall
Alki 1	COS	Grass	X					Sp/Sum
Alki Soccer	COS	Grass		X				Fall
Ballard 1 & 2	COS	Grass	X				X	Sp/Sum
Ballard Soccer	COS	Grass		X			X	Fall
Ballard HS Football	SPS	Synthetic		X	X	X		Year Round
Bar-S 1 & 2	COS	Grass	X					Sp/Sum
Bayview 1	COS	Grass	X					Sp/Sum
Bayview Soccer	COS	Grass		X				Fall
Beacon Hill	COS	Grass	X					Sp/Sum
Beacon Hill Soccer	COS	Grass		X				Fall
BF Day	COS	Grass	X					Sp/Sum
BF Day Soccer	COS	Grass		X				Fall
Bitter Lake 1 & 2	COS	Grass	X				X	Sp/Sum
Bitter Lake Soccer	COS	Grass		X			X	Fall
Bobby Morris 1 & 2	COS	Synthetic	X				X	Sp/Sum
Bobby Morris Soccer	COS	Synthetic		X		X	X	Fall/Win
Boren Baseball	SPS	Grass	X					Sp/Sum
Boren Soccer	SPS	Grass		X				Fall
Brighton 1	COS	Grass	X				X	Sp/Sum
Brighton 2 & 3	COS	Grass	X					Sp/Sum
Brighton Soccer	COS	Grass		X			X	Fall
Cleveland Soccer	COS	Grass		X				Sp-Fall
Cleveland Track	COS	Cinder				X		Sp/Sum
Colman	COS	Grass	X					Sp/Sum
Colman Soccer	COS	Grass		X				Fall
Cowen	COS	Grass				X		Sp/Sum
Dahl 1 & 3 & 4	COS	Grass	X					Sp/Sum
Dahl 2	COS	Grass	X				X	Sp/Sum
Dahl North	COS	Grass		X			X	Sum-Fall
Dahl South Soccer	COS	Grass		X				Sum-Fall

<b>Field</b>	<b>*Field Owner</b>	<b>Surface</b>	<b>Baseball/ Softball</b>	<b>Soccer</b>	<b>Football</b>	<b>Other</b>	<b>Lighted</b>	<b>Season of Use</b>
Dahl West Soccer	COS	Grass		X			X	Fall
Decatur 1 & 2	SPS	Grass	X					Sp/Sum
Decatur North & South Soccer	SPS	Grass		X				Fall
Delridge Soccer	COS	Synthetic	X			X	X	Year Round
Delridge 1 & 2	COS	Synthetic		X			X	Sp/Sum
Eckstein	SPS	Synthetic		X		X		Year Round
Ella Bailey	COS	Grass		X				Fall
Fairmount	COS	Grass	X					Sp/Sum
Fairmount Soccer	COS	Grass		X				Fall
Franklin Football	SPS	Synthetic		X	X	X		Year Round
Franklin Track	SPS	Synthetic				X		Year Round
Garfield 1	COS	Synthetic	X				X	Sp/Sum
Garfield 2 & 3	COS	Grass	X					Sp/Sum
Garfield Soccer	COS	Grass		X	X		X	Fall
Garfield HS Football	SPS	Synthetic		X	X	X		Year Round
Garfield HS Track	SPS	Synthetic				X		Year Round
Gatzert Baseball	SPS	Grass	X					Sp/Sum
Gatzert Soccer	SPS	Grass		X				Fall
Genesee Lower & Upper	COS	Synthetic		X		X	X	Year Round
Georgetown Soccer	COS	Synthetic		X		X	X	Year Round
Gilman 1 & 2	COS	Grass	X					Sp/Sum
Gilman Soccer	COS	Grass		X				Fall
Green Lake 1 & 2	COS	Grass	X					Sp/Sum
Green Lake Soccer	COS	Grass		X		X		Fall
Hiawatha 1	COS	Synthetic	X				X	Sp/Sum
Hiawatha Soccer	COS	Synthetic		X		X	X	Year Round
Highland Park 1 & 2	COS	Grass	X					Sp/Sum
Highland Park Soccer	COS	Grass		X				Fall
Hughes 1 & 2	COS	Grass	X					Sp/Sum
Hughes Soccer	COS	Grass		X				Fall

Field	*Field Owner	Surface	Baseball/ Softball	Soccer	Football	Other	Lighted	Season of Use
Hutchinson 1 & 2	COS	Grass	X					Sp/Sum
Hutchinson Soccer	COS	Grass		X		X		Fall
I-90 Lid	COS	Grass		X				Sp/Fall
Ingraham Soccer 1 & 2	SPS	Synthetic		X		X	X	Year Round
Ingraham Baseball/Softball	SPS	Synthetic	X				X	Sp/Sum
Ingraham Stadium	SPS	Synthetic		X	X	X	X	Year Round
Ingraham Track	SPS	Synthetic				X	X	Year Round
Interbay 1	COS	Grass	X					Sp/Sum
Interbay 2	COS	Grass	X				X	Sp/Sum
Interbay Stadium		Synthetic		X			X	Year Round
Interbay T-Ball	COS	Grass	X					Sp/Sum
Interbay Soccer	COS	Grass		X	X		X	Fall
Jefferson	COS	Synthetic		X		X	X	Year Round
John Rogers NE, NW, SE, SW	SPS	Grass	X			X		Sp/Sum
John Rogers Soccer	COS	Grass		X				Fall
Judkins 1 & 2	COS	Grass	X					Sp/Sum
Judkins Middle & Mod Soccer	COS	Grass		X		X		Fall
Judkins Football	COS	Grass			X	X		Fall
Lakeridge	COS	Grass	X					Sp/Sum
Lakewood 1	COS	Grass	X					Sp/Sum
Lakewood Soccer	COS	Grass		X				Fall
Laurelhurst 1 & 2	COS	Grass	X					Sp/Sum
Laurelhurst Soccer	COS	Grass		X				Fall
Lawton Park	COS	Grass	X					Sp/Sum
Lincoln Park 1 & 2 & 3	COS	Grass	X					Sp/Sum
Lincoln Park Cross Country	COS	Grass				X		Fall
Lincoln Park Soccer	COS	Grass		X	X			Fall

Field	*Field Owner	Surface	Baseball/ Softball	Soccer	Football	Other	Lighted	Season of Use
Lower Woodland 1	COS	Synthetic	X				X	Sp/Sum
Lower Woodland 3, 4, 5, & 6	COS	Grass	X				X	Sp/Sum
Lower Woodland 2 & 7	COS	Synthetic		X		X	X	Year Round
Lower Woodland Track	COS	Cinder				X	X	Sp/Sum
Loyal Heights 1 & 2	COS	Synthetic	X				X	Sp/Sum
Loyal Heights Football	COS	Synthetic		X	X	X	X	Fall/Win
Madison	SPS	Grass	X	X				Sp/Sum/Fall
Madrona	COS	Grass	X	X				Sp/Sum
Magnolia 1 & 2	COS	Grass	X				X	Sp/Sum
Magnolia 3, 4, 5, & 6	COS	Grass	X					Sp/Sum
Magnolia 6 North & South	COS	Grass		X				Sp/Fall
Magnolia Soccer NE & NW	COS	Grass		X		X		Sp-Fall
Magnolia Soccer South	COS	Grass		X			X	Fall
Magnuson 1, 2, 3, & 4	COS	Grass		X		X		Sp-Fall
Magnuson 5, 6, 7	COS	Synthetic		X		X	X	Year Round
Magnuson 8	COS	Synthetic	X					Sp/Sum
Magnuson 9	COS	Synthetic	X				X	Sp/Sum
Maple Leaf 1	COS	Grass	X					Sp/Sum
Maple Leaf Soccer	COS	Grass		X				Fall
Maple Wood 1 & 2	COS	Grass	X					Sp/Sum
Maple Wood Soccer		Grass		X				Fall
Marshall Elem	SPS	Grass		X				Fall
McGivra	SPS	Synthetic		X				Year Round
Meadowbrook 1, 2, & 3	COS	Grass	X					Sp/Sum
Miller 1 & 2	COS	Synthetic	X				X	Sp/Sum

<b>Field</b>	<b>*Field Owner</b>	<b>Surface</b>	<b>Baseball/ Softball</b>	<b>Soccer</b>	<b>Football</b>	<b>Other</b>	<b>Lighted</b>	<b>Season of Use</b>
Miller Soccer	COS	Synthetic		X		X	X	Year Round
Montlake 1	COS	Grass	X					Sp/Sum
Montlake Football & Soccer	COS	Synthetic		X	X			Year Round
Montlake Track	COS	Cinder				X		Sp/Sum
Nathan Hale Stadium	SPS	Synthetic		X	X	X	X	Year Round
Nathan Hale Track	SPS	Synthetic				X	X	Sp/Sum
North Acres 1 & 2	COS	Grass	X					Sp/Sum
North Acres Soccer	COS	Grass		X				Fall
North Beach 1	SPS	Grass	X					Sp/Sum
North Beach Soccer	SPS	Grass		X				Fall
North Gate 1, 2, 3, & 4	SPS	Grass	X					Sp/Sum
North Gate Soccer	SPS	Grass		X				Fall
Olympic Hills North	SPS	Grass	X					Sp/Sum
Olympic Hills Soccer	SPS	Grass		X				Sp/Sum
Pinehurst	COS	Grass	X	X				Sp-Fall
Queen Anne 1 & 2	COS	Grass	X				X	Sp/Sum
Queen Anne 3	COS	Grass	X					Sp/Sum
Queen Anne Soccer	COS	Grass		X			X	Fall
Queen Anne Bowl	COS	Synthetic		X	X	X		Year Round
Queen Anne Bowl Track	COS	Cinder				X		Sp/Sum
Queen Anne East	COS	Grass	X	X				Sp-Fall
Rainier 1, 2, & 3	COS	Grass	X				X	Sp/Sum
Rainier Football	COS	Grass			X		X	Fall
Rainier Beach 1 & 2	COS	Grass	X					Sp/Sum
Rainier Beach Soccer	COS	Grass		X				Sp-Fall

<b>Field</b>	<b>*Field Owner</b>	<b>Surface</b>	<b>Baseball/ Softball</b>	<b>Soccer</b>	<b>Football</b>	<b>Other</b>	<b>Lighted</b>	<b>Season of Use</b>
Rainier Beach HS Baseball / Softball	SPS	Synthetic	X				X	Sp/Sum
Rainier Beach HS Stadium	SPS	Synthetic		X	X	X	X	Year Round
Rainier Beach HS Track	SPS	Synthetic				X	X	Sp/Sum
Rainier Beach HS Utility Field	SPS	Grass		X	X			Sp/Sum
Ravenna 1	COS	Grass	X					Sp/Sum
Ravenna Soccer	COS	Grass		X				Fall
Riverview 1, 2, 3, & 4	COS	Grass	X					Sp/Sum
Riverview North & South	COS	Grass		X		X		Fall
Rogers	COS	Grass	X					Sp-Fall
Roosevelt	SPS	Synthetic		X	X	X		Year Round
Roosevelt Track	SPS	Synthetic				X		Sp/Sum
Ross, Lower	COS	Grass	X					Sp/Sum
Roxhill 1 & 2	COS	Grass	X					Sp/Sum
Roxhill Mod Soccer	COS	Grass		X				Fall
Roxhill Soccer	COS	Grass		X				Sp/Fall
Salmon Bay	SPS	Synthetic		X				Year Round
Sealth Baseball & Softball	SPS	Synthetic	X				X	Sp/Sum
Sealth Stadium	SPS	Synthetic		X	X	X	X	Year Round
Sealth Track	SPS	Synthetic				X	X	Sp/Sum
Sealth Utility	SPS	Grass		X	X			Sp-Fall
Smith Cove	COS	Grass		X				Fall
Soundview 1, 2, 3, & 4	COS	Grass	X					Sp/Sum
Soundview Lower	COS	Grass		X	X	X		Sp-Fall
Soundview Upper	COS	Grass		X				Fall
South Park 1 & 2	COS	Grass	X					Sp/Sum
South Park Soccer	COS	Grass		X				Sp-Fall
Summit 1	SPS	Synthetic		X				Year Round
Summit 2	SPS	Synthetic		X		X	X	Year Round

<b>Field</b>	<b>*Field Owner</b>	<b>Surface</b>	<b>Baseball/ Softball</b>	<b>Soccer</b>	<b>Football</b>	<b>Other</b>	<b>Lighted</b>	<b>Season of Use</b>
Summit Lower Baseball	SPS	Synthetic	X					Sp/Sum
Summit Upper Baseball	SPS	Grass	X					Sp/Sum
Summit Upper Football & Soccer	SPS	Grass		X	X			Sum/Fall
University 1	COS	Grass	X					Sp/Sum
University Soccer	COS	Grass		X				Fall
Van Asselt Elem	SPS	Synthetic		X				Year Round
Van Asselt 1 & 2	COS	Grass	X					Sp/Sum
Van Asselt Soccer	COS	Grass		X		X		Fall
View Ridge 1 & 2	COS	Grass	X					Sp/Sum
View Ridge Soccer	COS	Grass		X				Sum-Fall
View Ridge Elem Baseball	SPS	Grass	X					Sp/Sum
Wallingford	COS	Grass	X	X		X		Sp-Fall
Walt Hundley 1 & 2	COS	Grass	X			X		Sp/Sum
Walt Hundley Soccer	COS	Synthetic		X			X	Year Round
Wash Park Soccer	COS	Synthetic		X			X	Year Round
Washington Park 1 & 2	COS	Synthetic	X				X	Sp/Sum
West Seattle Stadium	COS	Grass			X		X	Fall
West Seattle Stadium Track	COS	Synthetic				X	X	Sp/Sum
West Woodland Soccer	SPS	Grass		X				Fall
Whitman Baseball	SPS	Synthetic	X					Sp/Sum
Whitman Soccer	SPS	Synthetic		X		X		Year Round
Whitman Track	SPS	Synthetic				X		Sp/Sum
Wilson Pacific Baseball	SPS	Grass	X					Sp/Sum
Wilson Pacific Soccer	SPS	Grass		X				Fall



<b>Field</b>	<b>*Field Owner</b>	<b>Surface</b>	<b>Baseball/ Softball</b>	<b>Soccer</b>	<b>Football</b>	<b>Other</b>	<b>Lighted</b>	<b>Season of Use</b>
Wilson Pacific Softball	SPS	Grass	X					Sp/Sum
Woodland Cross Country	COS	Grass				X		Fall

## APPENDIX D – Parks Department Refund Policy

### Department Policy & Procedure



SEATTLE PARKS  
AND RECREATION

Subject: <b>Refund Policy (for community centers, swimming pools, small craft centers and other recreational providers)</b>	Number 060-P 7.16
	Effective 1/9/2013
	Supersedes 3/15/2001
<b>Approved:</b> A <u>current</u> , approved, signed copy of this policy can be found on the Seattle Parks web site, located at: <a href="http://www.seattle.gov/parks/reservations/feesandcharges/refunds.htm">http://www.seattle.gov/parks/reservations/feesandcharges/refunds.htm</a>	<b>Department:</b> Parks and Recreation & The Associated Recreation Council Page 1 of 3

#### SUMMARY

*For community centers, swimming pools, small craft centers, outdoor spaces, sports fields and other recreation providers, it is the policy of Seattle Parks and Recreation and the Associated Recreation Council that:*

- *A full refund will be issued for any program, activity, or reservation that is cancelled for any reason by the Department or the Associated Recreation Council.*
- *Any person who registers for a PROGRAM and who requests a refund before the second class session may receive a prorated refund minus a service charge.*
- *Any person who registers for an ACTIVITY and who requests a refund 14 days or more before its start, may receive a refund minus a service charge.*
- *Any person who schedules a STANDARD RENTAL of a recreation facility and who cancels at least 15 days in advance is entitled to a partial refund.*
- *Any person who schedules a rental of a SPECIAL AMENITY FACILITY and who cancels at least 90 days in advance is entitled to a partial refund.*
- *Any person who reserves a SPORTS FIELD must provide 14 days advance notice of cancellation to be entitled to a full refund.*
- *ADULT SPORTS LEAGUES may receive a partial refund if the cancellation notice is received prior to the league starting and if a replacement team is found.*

*Portions of this summary will be included in printed materials where applicable with reference to encourage customers to read the entire policy for specific information. This policy is Appendix D to the adopted Fees and Charges Ordinance for Seattle Parks and Recreation.*

#### 1.0 DEFINITIONS:

**“Activity”** is the term applied to a day camp, school-age or preschool care, trip, overnight camp or special event operated by Seattle Parks and Recreation or Associated Recreation Council or other authorized providers.

**“Booking Fee”** is an established fee found in the adopted Fees and Charges Ordinance for Seattle Parks and Recreation as a requirement when requesting a facility rental.

“**ARC**” is the Associated Recreation Council operating programs at Seattle Parks and Recreation facilities under a Master Use Agreement with the City of Seattle.

“**Cancellation**” is a case in which the Department does not operate a program as originally planned and/or scheduled and results in a refund to the customer without a service charge applied.

“**Damage Deposit**” is an established fee found in the adopted Fees and Charges Ordinance for Seattle Parks and Recreation usually required as a deposit for facility rentals.

“**Fees and Charges**” are City fees adopted by City Council as a City of Seattle Ordinance establishing fees and charges for Seattle Parks and Recreation.

“**Program**” is the term for a series of classes which may include swimming instruction, youth sports, ARC recreation classes or other similar recreation class series.

“**Refund**” is the direct payment of money or a credit to a customer account. If payment was made by cash or check, a refund will be processed through the Accounting office and may take approximately three weeks. If payment is made through credit card, the refund will be processed within 48 hours of the request.

“**Transfer**” is the process of withdrawing from one program and enrolling in a different program.

## 2.0 PROGRAM

2.1 **CANCELLATION:** It is the policy of Seattle Parks and Recreation and Associated Recreation Council to make a full refund to participants who register for a class, camp, special event or program that is canceled by the Department or Advisory Council for any reason.

2.2 **CANCELLATION OF ONE SESSION:** In the event of an unplanned cancellation of a single session of a program, that class will be rescheduled whenever possible. If it cannot be rescheduled, the participant will receive a refund.

2.3 **DROPPING A PROGRAM BEFORE SECOND SESSION:** A participant may be issued a refund if he/she withdraws from a program, and notifies the program coordinator, prior to the second class session. The facility will retain the pro-rated class fee plus a service charge of \$5.00 or 10% of the fee, whichever is greater.

2.4 **DROPPING A PROGRAM AFTER SECOND SESSION:** If a participant withdraws from a program after the second session of a series, no refund will be given.

## 3.0 ACTIVITY

3.1 **BEFORE, AFTERSCHOOL, AND PRESCHOOL CHILD CARE PROGRAMS:** A participant may be issued a refund, less the deposit amount for the activity, if he/she withdraws from a before and/or after school, or preschool child care program if he/she notifies the program coordinator at least fourteen (14) days prior to the beginning date of the program. No refunds will be made for requests received less than fourteen (14) days prior to the beginning of the program. For School Aged Care and preschool program days canceled by the Department due to weather related circumstances, NO credit/refund will be issued for the first two canceled days over the course of the school year. A credit will be issued for the 3<sup>rd</sup> or additional canceled days.

3.2 **DAY CAMPS, OVERNIGHT CAMPS, TRIPS AND EVENTS REFUND:** A participant may be issued a refund, less the deposit amount, if he/she withdraws from a youth or teen camp, an overnight camp, trip or event, and notifies the program coordinator at least fourteen (14) days prior to the beginning date of the camp. No refunds will be made for

requests received within fourteen (14) days prior to the beginning of the camp. No refunds will be made for food, supplies, or materials fees.

#### 4.0 STANDARD RENTAL

- 4.1 FACILITY RENTALS: Standard Recreation Facility Rental to include Community Centers, Pools, Environmental Learning Centers.
- 4.2 A renter may be issued a refund for a cancelled rental, minus the application booking fee and a cancellation service charge using the following timetable:

31+ days notice of cancellation	Booking Fee, plus \$50 fee is retained by Dept
15-30 days notice of cancellation	Booking Fee, plus 50% of the rental fee is retained by Dept. Damage deposit is refunded.
14 days or less notice of cancellation	No refund given

#### 5.0 SPECIAL AMENITY FACILITIES

- 5.1 FACILITY RENTALS: Special Amenity Facilities include Alki Bathhouse, Golden Gardens Bathhouse, Mount Baker Rowing and Sailing Center, Dakota Place Park Building, Pritchard Bathhouse, Ward Springs Pumphouse, Cal Anderson Shelterhouse and other identified facilities.
- 5.2 A renter may be issued a refund for a cancelled rental, minus the application booking fee and a cancellation service charge using the following timetable:

181+ days notice of cancellation	Booking Fee, plus \$50 fee is retained by Dept
180-91 days notice of cancellation	Booking Fee, plus Damage Deposit is retained by Dept
90 days or less notice of cancellation	No refund given

#### 6.0 SPORTS FIELDS

- 6.1 Field cancellations must be made at least 14 days in advance of usage to get a full refund or credit.
- 6.2 If the Department closes a field for any reason, or if lights do not operate as expected, or if there is a conflict in the scheduled use of a field, a full refund or credit for the missed use will be provided.

#### 7.0 ADULT SPORTS LEAGUES

If a team drops from league play after the deposit is paid and before the final payment is due, a refund will be issued only if a team is found to take the place of the team that wishes to drop from league play. Parks will retain a service charge of the greater of the deposit or 10% of the league fee. No refunds will be issued after the final payment is made and/or final schedules are drawn.

#### 8.0 MERCHANDISE AND FOOD

We are unable to issue refunds for clothing, personal items, supplies or food items, unless there is a product defect. Exchanges may be made for defective products.

## 9.0 EXCEPTIONS

No refund is available for some designated programs, activities or services, which may include deposits for registration, regattas, rentals, outdoor events, ceremonies or picnics. Information on any specific exception is available from Parks and Recreation staff prior to payment or purchase.

## SUMMARY and FISCAL NOTE\*

<b>Department:</b>	<b>Dept. Contact/Phone:</b>	<b>CBO Contact/Phone:</b>
Seattle Parks and Recreation	Amy Williams/684-4135	Anna Hurst/733-9317

*\* Note that the Summary and Fiscal Note describes the version of the bill or resolution as introduced; final legislation including amendments may not be fully described.*

### **1. BILL SUMMARY**

**Legislation Title:** AN ORDINANCE relating to the Department of Parks and Recreation; establishing the 2019-2020 fee schedule for the use of park properties and other park and recreation facilities and services; and superseding previous park and recreation fee schedules.

**Summary and background of the Legislation:** Seattle Parks & Recreation (SPR)'s fees and charges provide financial support for SPR programs, facilities, and park grounds. The SPR Fee Schedule transmitted by this legislation includes mostly technical fee changes to several lines of business. Attachment 1 to the Ordinance details all changes proposed for the 2020 fee schedule. The next section provides a summary of the key changes.

As part of the 2019 Adopted and 2020 Endorsed budget process, the department was required to increase fees to cover the non-general fund portion of the department's labor budget. Fees were increased by various percentages in each of the two years leading to small additional increases in most fees in 2020. Fees were increased for athletics, aquatics, events, room rentals, tennis, and one specialty garden.

The class and course registration system used by the department requires strict interpretation of the department's Fees and Charges, and complications with the collection of fees arise when a fee is not evenly calculated to the cent (i.e. a time and a half rate of 31.25 for a staff charge calculates to 45.375). To remedy the customer service impacts of some of the 2020 fee increases identified in the previous paragraph, certain fees are being adjusted. There are no revenue impacts resulting from these technical changes.

The only change that does impact revenues is the elimination of the low-income recreation swim fee currently priced at \$2.25 per swim. In the 2019/2020 budget, the Mayor launched a small Swim Safety Equity Fund to provide free swim lessons to diverse, low-income youth. In 2019, the department is using these funds to partner with the Seattle World School and others to teach diverse young people how to be safe in the water. Building on the Mayor's effort to increase access to aquatic programs, this proposal would repurpose some existing funds to make swimming pools free for low-income people, and to slightly expand the lifeguard training program focused on diverse, low-income youth. The elimination of this fee would result in a revenue loss of about \$45,000 annually.

**2. CAPITAL IMPROVEMENT PROGRAM**

Does this legislation create, fund, or amend a CIP Project?          Yes   X   No

**3. SUMMARY OF FINANCIAL IMPLICATIONS**

Does this legislation amend the Adopted Budget?        X   Yes     No

Appropriation change (\$):	General Fund \$		Other \$	
	2020	2021	2020	2021
Estimated revenue change (\$):	Revenue to General Fund		Revenue to Other Funds	
	2020	2021	2020	2021
			(\$45,475)	(\$45,475)
Positions affected:	No. of Positions		Total FTE Change	
	2020	2021	2020	2021

**b. Does the legislation have other financial impacts to the City of Seattle that are not reflected in the above, including direct or indirect, short-term or long-term costs?**  
 The proposed fee increases do not have other financial impacts that are not reflected in the above table.

**c. Is there financial cost or other impacts of *not* implementing the legislation?**  
 There are no other financial impacts other than those identified in the above table.

**3.a. Appropriations**

    This legislation adds, changes, or deletes appropriations.

**3.b. Revenues/Reimbursements**

  X   This legislation adds, changes, or deletes revenues or reimbursements.

**Anticipated Revenue/Reimbursement Resulting from this Legislation:**

Fund Name and Number	Dept	Revenue Source	2020 Est. Revenue Change	2021 Est. Revenue Change
10200	SPR	Use Fees	(\$45,475)	(\$45,475)
<b>TOTAL</b>				

**Is this change one-time or ongoing?**  
 The proposed fee changes are ongoing.

#### 4. OTHER IMPLICATIONS

- a. Does this legislation affect any departments besides the originating department?**  
No, this legislation does not directly affect any other department.
- b. Is a public hearing required for this legislation?**  
A public hearing is not required.
- c. Does this legislation require landlords or sellers of real property to provide information regarding the property to a buyer or tenant?**  
This legislation does not affect a piece of property.
- d. Is publication of notice with *The Daily Journal of Commerce* and/or *The Seattle Times* required for this legislation?**  
No, a notice in either publication is not required.
- e. Does this legislation affect a piece of property?**  
This legislation does not affect a piece of property.
- f. Please describe any perceived implication for the principles of the Race and Social Justice Initiative. Does this legislation impact vulnerable or historically disadvantaged communities? What is the Language Access plan for any communications to the public?**  
An approach for all park programs and facilities has been developed that ranges from free (high community value) to varying recoveries of costs (high personal value). Social equity is built into that pricing to ensure that there is access to a range of programs and activities. SPR also prioritizes recreational scholarships in Park District planning which supplement fee pricing at pools and fields.
- g. If this legislation includes a new initiative or a major programmatic expansion: What are the specific long-term and measurable goal(s) of the program? How will this legislation help achieve the program's desired goal(s).**  
This legislation is not proposing a new initiative or major programmatic expansion.

**List attachments/exhibits below:**

Summary Attachment 1 – Changes from the 2020 Endorsed Fee Schedule to the 2020 Proposed Fee Schedule



## Changes from the 2020 Endorsed Fee Schedule to the 2020 Proposed Fee Schedule

The table below identifies all Department of Parks and Recreation proposed fees included in Attachment 1 that are changed from 2020 Endorsed fees. Changes are noted for 2020 Proposed fees when compared to 2020 Endorsed fees.

Facility/Area	Service	Page # in 2020 Schedule	Description	Adopted 2019 Fee	Endorsed 2020 Fee	Proposed 2020 Fee	Comments
All Rentals	Staffing Fee	2	Rentals are required to have at least one staff in attendance.	\$30.00	\$30.25	\$30.00	Consolidated this fee for clarity; technical change needed for registration system.
Amy Yee Tennis Center	Outdoor Court Fees	7	Amy Yee Tennis Courts Singles/Doubles - Resident	\$13.00	\$13.00	\$10.00	Changing fee to make consistent with all outdoor courts.
Amy Yee Tennis Center	Special Events, Equipment Rental, & Merchandise	10	*Public Group (anyone from the general public can participate in outside-sponsored event)		2 x court fee + 10%	# of courts x court fee + 10%	Clarified definition of fee.
Amy Yee Tennis Center	Special Events, Equipment Rental, & Merchandise	10	*Private Group (participation is restricted by the organizers of the event)		2 x court fee + 20%	# of courts x court fee + 20%	Clarified definition of fee.
Swimming Pools	Recreation Swimming – Indoor and Outdoor Pools	11	Discount Recreational Swim Card – 10 entry pass - Senior/Yth/SP	\$36.50	\$36.75	\$37.00	Technical change needed for registration system.

## Changes from the 2020 Endorsed Fee Schedule to the 2020 Proposed Fee Schedule

The table below identifies all Department of Parks and Recreation proposed fees included in Attachment 1 that are changed from 2020 Endorsed fees. Changes are noted for 2020 Proposed fees when compared to 2020 Endorsed fees.

Facility/Area	Service	Page # in 2020 Schedule	Description	Adopted 2019 Fee	Endorsed 2020 Fee	Proposed 2020 Fee	Comments
Swimming Pools	Recreation Swimming – Indoor and Outdoor Pools	11	Special Discount Recreation Swim Pricing (all ages) – discount single entry pricing for specific programs – 3) Low Income Recreation Swim – for those who apply in advance through established scholarship application process and meet low income eligibility standards.	\$2.25	\$2.50	FREE	Eliminated low income recreation swim fee in 2020 budget.
Swimming Pools	Fitness - Indoor and Outdoor Pools	11	Special Discount Fitness Pricing (all ages) Low Income Fitness Swim	\$3.50	\$3.75	FREE	Eliminated low income fitness swim fee in 2020 budget.
Swimming Pools	Fitness - Indoor and Outdoor Pools	11	Discount Fitness Swim Card – 10 entry pass - Adult	\$58.50	\$58.75	\$59.00	Technical change needed for registration system.
Swimming Pools	Swimming Instruction – Indoor and Outdoor Pools	12	Group Lesson, youth age 6+, tiny tot, adult, or “Guard Start” program	\$8.00	\$8.25	\$8.00	Technical change needed for registration system.

## Changes from the 2020 Endorsed Fee Schedule to the 2020 Proposed Fee Schedule

The table below identifies all Department of Parks and Recreation proposed fees included in Attachment 1 that are changed from 2020 Endorsed fees. Changes are noted for 2020 Proposed fees when compared to 2020 Endorsed fees.

Facility/Area	Service	Page # in 2020 Schedule	Description	Adopted 2019 Fee	Endorsed 2020 Fee	Proposed 2020 Fee	Comments
Swimming Pools	Swimming Instruction – Indoor and Outdoor Pools	12	Group Lesson, youth age 6+, tiny tot, adult, or “Guard Start” - low income rate	\$4.00	\$4.25	\$4.00	Technical change needed for registration system.
Swimming Pools	Swimming Instruction – Indoor and Outdoor Pools	12	3 yr old Group Lessons	\$14.00	\$14.25	\$14.00	Technical change needed for registration system.
Swimming Pools	Swimming Instruction – Indoor and Outdoor Pools	12	3 yr old Group Lessons - low income rate	\$7.00	\$7.25	\$7.00	Technical change needed for registration system.
Swimming Pools	Swimming Instruction – Indoor and Outdoor Pools	12	Group Lesson, Kinders age 4 & 5	\$10.00	\$10.25	\$10.00	Technical change needed for registration system.
Swimming Pools	Swimming Instruction – Indoor and Outdoor Pools	12	Group Lesson, Kinders age 4 & 5, low income rate	\$5.00	\$5.25	\$5.00	Technical change needed for registration system.

## Changes from the 2020 Endorsed Fee Schedule to the 2020 Proposed Fee Schedule

The table below identifies all Department of Parks and Recreation proposed fees included in Attachment 1 that are changed from 2020 Endorsed fees. Changes are noted for 2020 Proposed fees when compared to 2020 Endorsed fees.

Facility/Area	Service	Page # in 2020 Schedule	Description	Adopted 2019 Fee	Endorsed 2020 Fee	Proposed 2020 Fee	Comments
Swimming Pools	Aquatic Facility Rental Fees	12	Hourly lifeguard staff costs (per lifeguard)	\$31.00	\$31.25	\$31.00	Technical change needed for registration system.
Swimming Pools	Swimming Pools – Competitive Sports Rentals	13	Hourly lifeguard staff costs (per lifeguard), in addition to pool rental fee (staff rates increase 1½ times per hour on holidays)	\$31.00	\$31.25	\$31.00	Technical change needed for registration system.
Swimming Pools	Timing System Rental	14	Additional staff charge for delivery, set up, operation and clean-up	\$31.00	\$31.25	\$31.00	Technical change needed for registration system.
Athletic Faciltites	Evening Recreation School Gym Rentals	18	School Gymnasium Rentals	\$35.00	\$35.00	\$0.00	Technical clean up – SPR stopped using SPS gyms in 2016.

## Changes from the 2020 Endorsed Fee Schedule to the 2020 Proposed Fee Schedule

*The table below identifies all Department of Parks and Recreation proposed fees included in Attachment 1 that are changed from 2020 Endorsed fees. Changes are noted for 2020 Proposed fees when compared to 2020 Endorsed fees.*

<b>Facility/Area</b>	<b>Service</b>	<b>Page # in 2020 Schedule</b>	<b>Description</b>	<b>Adopted 2019 Fee</b>	<b>Endorsed 2020 Fee</b>	<b>Proposed 2020 Fee</b>	<b>Comments</b>
Community Meeting Rooms and Gymsnasiums	Hourly Room and Gymnasium Rental Fees	22	Rooms. Class A. Large Kitchen <sup>A</sup> (minimum of 2 hours), per hr	\$28.80	\$29.05	\$29.00	Rounded to nearest dollar to improve customer service.
Community Meeting Rooms and Gymsnasiums	Hourly Room and Gymnasium Rental Fees	22	Rooms. Class C. Large Kitchen <sup>A</sup> (minimum of 2 hours), per hr	\$57.60	\$57.85	\$58.00	Rounded to nearest dollar to improve customer service.



Legislation Text

---

File #: CB 119672, Version: 1

---

**CITY OF SEATTLE**

**ORDINANCE \_\_\_\_\_**

**COUNCIL BILL \_\_\_\_\_**

AN ORDINANCE relating to the solid waste system of Seattle Public Utilities; revising rates and charges for solid waste services; revising credits to low income customers for solid waste services; and amending Sections 21.40.050, 21.40.060, 21.40.070, 21.40.080, 21.40.085, and 21.76.040 of the Seattle Municipal Code.

WHEREAS, Ordinance 125111 adopted solid waste rates for 2017, 2018, and 2019; and

WHEREAS, Resolution 30695 established financial policy targets for the Solid Waste Fund; and

WHEREAS, Resolution 31516 amended Resolution 30695 to strengthen the Solid Waste Fund's financial policies by adding an additional debt service coverage policy; and

WHEREAS, Ordinance 125050 amended and updated certain provisions of the utility discount program, which will provide discounted solid waste rates or credits to more eligible low-income customers; and

WHEREAS, Resolution 31760 adopted a six-year Strategic Business Plan for Seattle Public Utilities, which guides utility investments, service levels, and rate paths through 2023; and

WHEREAS, the Strategic Business Plan included increases in the capital and operating requirements of the Solid Waste Fund, with a resulting increase in revenue requirements; and

WHEREAS, credits for qualified low-income customers should be revised when solid waste rates change;

NOW, THEREFORE,

**BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:**

Section 1. Section 21.40.050 of the Seattle Municipal Code, last amended by Ordinance 125111, is amended as follows:

**21.40.050 Residential can rates and charges**

A. Charges for residential can garbage and rubbish collection and disposal service shall be in accordance with the following schedules:

1. All residences with curbside/alley garbage container pickup: a charge per month or portion thereof, for once-a-week service for each service unit subscribed to, billed directly to the owner, homeowner association, or occupant thereof as follows:

Service Units	<del>((Effective through March 31, 2017</del>	<del>Effective April 1, 2017</del>	<del>Effective April 1, 2018</del>	<del>Effective April 1, 2019</del>
	<del>Rates per Service Unit</del>	<del>Rates per Service Unit</del>	<del>Rates per Service Unit</del>	<del>Rates per Service Unit</del>
Micro-can (10-12 gallon)	<del>\$21.30</del>	<del>\$22.85</del>	<del>\$23.30</del>	<del>\$24.25</del>
Mini-can (18-20 gallon)	<del>\$26.10</del>	<del>\$28.00</del>	<del>\$28.55</del>	<del>\$29.70</del>
32 gallon can	<del>\$34.00</del>	<del>\$36.45</del>	<del>\$37.15</del>	<del>\$38.65</del>
60 to 65 gallon cart	<del>\$68.00</del>	<del>\$72.90</del>	<del>\$74.30</del>	<del>\$77.25</del>
90 to 96 gallon cart	<del>\$102.00</del>	<del>\$109.35</del>	<del>\$111.45</del>	<del>\$115.90))</del>

Service Units	Effective through March 31, 2020	Effective April 1, 2020	Effective April 1, 2021	Effective April 1, 2022
	Rates per Service Unit	Rates per Service Unit	Rates per Service Unit	Rates per Service Unit
Micro-can (10-12 gallon)	<u>\$24.25</u>	<u>\$25.00</u>	<u>\$25.70</u>	<u>\$26.45</u>
Mini-can (18-20 gallon)	<u>\$29.70</u>	<u>\$30.60</u>	<u>\$31.50</u>	<u>\$32.40</u>
32 gallon can	<u>\$38.65</u>	<u>\$39.80</u>	<u>\$40.95</u>	<u>\$42.15</u>
60 to 65 gallon cart	<u>\$77.25</u>	<u>\$79.55</u>	<u>\$81.85</u>	<u>\$84.20</u>
90 to 96 gallon cart	<u>\$115.90</u>	<u>\$119.40</u>	<u>\$122.85</u>	<u>\$126.40</u>

2. All residences with backyard garbage container pickup: a charge per month or portion thereof, for once-a-week service for each service unit subscribed to, billed directly to the owner, homeowners association, or occupant as follows:

Service Units	<del>((Effective through March 31, 2017</del>	<del>Effective April 1, 2017</del>	<del>Effective April 1, 2018</del>	<del>Effective April 1, 2019</del>
	<del>Rates per Service Unit</del>	<del>Rates per Service Unit</del>	<del>Rates per Service Unit</del>	<del>Rates per Service Unit</del>

32 gallon can	\$47.55	\$50.95	\$51.90	\$54.00
60 to 65 gallon cart	\$95.25	\$102.10	\$104.05	\$108.20
90 to 96 gallon cart	\$142.80	\$153.10	\$156.00	\$162.25))

Service Units	Effective through March 31, 2020	Effective April 1, 2020	Effective April 1, 2021	Effective April 1, 2022
	Rates per Service Unit	Rates per Service Unit	Rates per Service Unit	Rates per Service Unit
32 gallon can	\$54.00	\$55.60	\$57.20	\$58.85
60 to 65 gallon cart	\$108.20	\$111.45	\$114.70	\$118.00
90 to 96 gallon cart	\$162.25	\$167.15	\$172.00	\$177.00

3. Multiunit residential consolidated curbside/alley garbage collection service. Multiunit residences with a single combined utility account may consolidate garbage into fewer service units than the number of dwelling units on the premises. Upon request, multiunit residences with multiple combined utility accounts, such as townhouse complexes, may consolidate garbage service if such premises share a single water irrigation meter for which a homeowners association is financially responsible and agrees to be financially responsible for the combined utility account, or as determined by the (~~Director~~) General Manager/CEO. In the event of consolidation, the total consolidated service volume divided by the number of dwelling units must be at least equal to the minimum equivalent service volume per unit, as determined by the (~~Director~~) General Manager/CEO.

4. Minimum charge, no pickup service. A charge per month or portion thereof of \$6.85 shall be billed directly to the owner, homeowners association, or occupant of any residence not subscribing to pickup service to cover landfill closure costs, billing, collection, Low Income Rate Assistance, and hazardous waste costs. To be eligible for the minimum charge (zero container rate), a customer may not generate any garbage or rubbish for collection or disposal. With occupied premises, the customer must demonstrate a consistent and effective practice of selective purchasing to minimize refuse, of recycling materials whenever practical, and of composting any yardwaste generated on the premises, and the customer must have qualified for the rate on or before December 31, 1988. A customer is not eligible for the zero container rate by hauling (~~his or her~~) the



customer's garbage and rubbish to a transfer station, disposal site, or by disposal in another customer's containers or by the use of prepaid stickers. Vacant dwelling units in multiunit residences where each dwelling unit receives a separate combined utility bill qualify for the minimum charge where the conditions of this subsection 21.40.050.A.4 are met. Vacant dwelling units in multiunit residences with a single combined utility account do not qualify for the minimum charge.

5. Extra bundles. A customer may place an extra bundle with its container for regular pickup. The charge will be billed directly to the owner or occupant, unless a prepaid sticker is used. A prepaid sticker authorizes pickup of the bundle when placed with the customer's container. The sticker must be affixed to the bundle in order for the bundle to be picked up by the collector, and the customer not to be billed. The following charges will apply to each extra bundle:

~~((Effective through March 31, 2017: \$10.60 per bundle~~

~~Effective April 1, 2017: \$11.35 per bundle~~

~~Effective April 1, 2018: \$11.55 per bundle~~

~~Effective April 1, 2019: \$12.00 per bundle))~~

Effective through March 31, 2020: \$12.00 per bundle

Effective April 1, 2020: \$12.35 per bundle

Effective April 1, 2021: \$12.70 per bundle

Effective April 1, 2022: \$13.05 per bundle

6. Bulky and white goods pickup. Charges for the pickup of bulky and white goods, as well as additional charges for items containing hazardous waste such as chlorofluorocarbons (CFCs), shall be billed as follows:

	Effective March 30, 2009
Bulky/White Goods Pickup (per item)	\$30.00
Hazardous Waste Charge (per item)	\$8.00

7. Curbside electronics recycling pickup. Curbside electronics pickup service will be available by customer request to all residential can accounts. Each pickup of up to three electronic products set out at the curb shall be billed at \$20. Each pickup of compact fluorescent lightbulbs (CFLs) or household batteries shall be billed at \$5. The ~~((Director))~~ General Manager/CEO may establish additional conditions for electronic products eligible for pickup.

8. Curbside/alley compostable waste. A collection charge for weekly service will be billed monthly directly to the owner, homeowners association, or occupant, according to the following schedule:

Service Units	<del>((Effective through March 31, 2017</del>	<del>Effective April 1, 2017</del>	<del>Effective April 1, 2018</del>	<del>Effective April 1, 2019</del>
	<del>Rates per Service Unit</del>	<del>Rates per Service Unit</del>	<del>Rates per Service Unit</del>	<del>Rates per Service Unit</del>
Mini can (10 to 20 gallon)	<del>\$5.65</del>	<del>\$6.05</del>	<del>\$6.15</del>	<del>\$6.40</del>
32 gallon can	<del>\$8.50</del>	<del>\$9.10</del>	<del>\$9.25</del>	<del>\$9.60</del>
90-96 gallon can	<del>\$10.85</del>	<del>\$11.65</del>	<del>\$11.85</del>	<del>\$12.30</del>
Extra bundle	<del>\$5.40</del>	<del>\$5.80</del>	<del>\$5.90</del>	<del>\$6.15))</del>

Service Units	<u>Effective through March 31, 2020</u>	<u>Effective April 1, 2020</u>	<u>Effective April 1, 2021</u>	<u>Effective April 1, 2022</u>
	<u>Rates per Service Unit</u>	<u>Rates per Service Unit</u>	<u>Rates per Service Unit</u>	<u>Rates per Service Unit</u>
Mini can (10 to 20 gallon)	<u>\$6.40</u>	<u>\$6.60</u>	<u>\$6.80</u>	<u>\$7.00</u>
32 gallon can	<u>\$9.60</u>	<u>\$9.90</u>	<u>\$10.20</u>	<u>\$10.50</u>
90-96 gallon cart	<u>\$12.30</u>	<u>\$12.65</u>	<u>\$13.00</u>	<u>\$13.40</u>
Extra bundle	<u>\$6.15</u>	<u>\$6.35</u>	<u>\$6.55</u>	<u>\$6.75</u>

9. Mandatory curbside/alley compostable waste service and exemptions. Curbside/alley compostable waste service shall be mandatory for all residential solid waste can accounts, except customers who qualify for a home composting exemption or customers with no garbage pickup service, per the provisions of subsection 21.40.050.A.4. To qualify for the home composting exemption, customers must actively compost all vegetative

foodwaste on-site and agree to comply with public and environmental health guidelines and allow Seattle Public Utilities representatives to evaluate their composting methods.

10. New/changed account: a charge of \$10 for the establishment of a new account or for each change in an existing account. This charge shall apply when the owner or property manager of any single-family residence or multifamily structure (duplex, triplex, fourplex, or structure with five or more units) establishes a new account or requests any change in his/her account requiring a change in account number or customer number. The new/changed account charge is not applicable to customers qualified for Low Income Rate Assistance.

11. Physical disability exemption. An exemption will be provided to qualified residents to allow for backyard collection at curbside rates when the resident is physically unable to take ((his or her)) garbage and rubbish containers to the curb. Qualifying criteria shall include, but are not limited to, the resident’s physical condition, qualification for backyard service in other City programs, a physician’s recommendation, the presence of other physically capable persons in the household, special topography, and other unique property conditions, taking into account the contractors’ ability to provide different combinations of container sizes to make curbside pickup feasible.

B. All residential customers requesting and receiving nondetachable container (can) special, nonroutine collection service for garbage, yardwaste, or recyclable materials. The following charges shall apply to special collections of all nondetachable containers (cans), bundles, or bundles-of-yardwaste:

Service Units	<del>((Effective through March 31, 2017</del>	<del>Effective April 1, 2017</del>	<del>Effective April 1, 2018</del>	<del>Effective April 1, 2019</del>
	<del>Rates per Service Unit</del>	<del>Rates per Service Unit</del>	<del>Rates per Service Unit</del>	<del>Rates per Service Unit</del>
<del>First unit</del>	<del>\$41.70</del>	<del>\$44.70</del>	<del>\$45.55</del>	<del>\$47.37</del>
<del>Each additional unit</del>	<del>\$4.50</del>	<del>\$4.80</del>	<del>\$4.90</del>	<del>\$5.10))</del>

<u>Service Units</u>	<u>Effective through March 31, 2020</u>	<u>Effective April 1, 2020</u>	<u>Effective April 1, 2021</u>	<u>Effective April 1, 2022</u>
	<u>Rates per Service Unit</u>	<u>Rates per Service Unit</u>	<u>Rates per Service Unit</u>	<u>Rates per Service Unit</u>
First unit	\$47.37	\$48.80	\$50.20	\$51.65
Each additional unit	\$5.10	\$5.25	\$5.40	\$5.55

C. Ancillary and elective (A&E) service charges. The following charges shall apply to residential can customers receiving any of the A&E services listed in the table below.

	<u>Effective through March 31, 2017</u>	<u>Effective April 1, 2017</u>	<u>Effective April 1, 2018</u>	<u>Effective April 1, 2019</u>
<u>Service Units</u>	<u>Rates per Service Unit</u>	<u>Rates per Service Unit</u>	<u>Rates per Service Unit</u>	<u>Rates per Service Unit</u>
Deliveries/Pickups/Swap-outs of Cans or Toters	\$26.05	\$27.95	\$28.50	\$29.65
Can or Cart Pressure Washing	\$10.45	\$11.20	\$11.40	\$11.85))

<u>Service Units</u>	<u>Effective through March 31, 2020</u>	<u>Effective April 1, 2020</u>	<u>Effective April 1, 2021</u>	<u>Effective April 1, 2022</u>
	<u>Rates per Service Unit</u>	<u>Rates per Service Unit</u>	<u>Rates per Service Unit</u>	<u>Rates per Service Unit</u>
Deliveries/Pickups/Swap-outs of Cans or Toters	\$29.65	\$30.55	\$31.45	\$32.35
Can or Cart Pressure Washing	\$11.85	\$12.20	\$12.55	\$12.90

D. The charges imposed by subsections 21.40.050.A.1 through 21.40.050.A.4, inclusive, shall not apply to residences which elect to use detachable containers supplied either by the City’s contractor or by the customer for the storage of garbage and rubbish. Application for detachable container service for a minimum period of six months shall be made to the ((Director)) General Manager/CEO of Seattle Public Utilities on forms supplied by the ((Director)) General Manager/CEO, and collection of garbage and rubbish from such premises shall be made at such frequency as is necessary as determined by the ((Director)) General Manager/CEO of Seattle Public Utilities, but in no event less than once each week. The monthly charges for detachable container service

for the container and frequency selected shall be in accordance with the rates set forth in Section 21.40.060.

E. The ~~((Director))~~ General Manager/CEO of Seattle Public Utilities may adjust the service level to a single-family residence to match the garbage and rubbish actually collected from the premises, or, for multifamily structures, to match the amount of garbage and rubbish reasonably anticipated from the dwelling units on the premises, and the customer will be responsible for the appropriate charges for the adjusted service level in accordance with this Section 21.40.050.

Section 2. Section 21.40.060 of the Seattle Municipal Code, last amended by Ordinance 125111, is amended as follows:

**21.40.060 Residential detachable container rates and charges**

A. Account charges. A monthly fixed fee will be charged to each residential detachable container solid waste account, according to the following schedule:

~~((Effective through March 31, 2017: \$37.40~~

~~Effective April 1, 2017: \$40.10~~

~~Effective April 1, 2018: \$40.85~~

~~Effective April 1, 2019: \$42.50))~~

Effective through March 31, 2020: \$42.50

Effective April 1, 2020: \$43.80

Effective April 1, 2021: \$45.05

Effective April 1, 2022: \$46.35

B. Uncompacted container rates. There is imposed upon residential premises that use detachable containers without mechanical compactors a monthly charge for garbage and rubbish collection and disposal service in accordance with the following formula:

$(A * m) + ((B * cy) * m)$ , where:

A = Trip rate

B = Volume rate

m = number of trips per month

cy = number of cubic yards picked up at each collection

The following trip and volume rates will apply:

	<del>((Effective through March 31, 2017</del>	<del>Effective April 1, 2017</del>	<del>Effective April 1, 2018</del>	<del>Effective April 1, 2019</del>
Trip Rate	<del>\$28.05</del>	<del>\$30.05</del>	<del>\$30.60</del>	<del>\$31.80</del>
Volume Rate	<del>\$21.55</del>	<del>\$23.10</del>	<del>\$23.55</del>	<del>\$24.50))</del>

	<u>Effective through March 31, 2020</u>	<u>Effective April 1, 2020</u>	<u>Effective April 1, 2021</u>	<u>Effective April 1, 2022</u>
Trip Rate	<u>\$31.80</u>	<u>\$32.75</u>	<u>\$33.70</u>	<u>\$34.70</u>
Volume Rate	<u>\$24.50</u>	<u>\$25.25</u>	<u>\$26.00</u>	<u>\$26.75</u>

C. Compacted container rates. There is imposed upon residential premises that use detachable containers with compactors a monthly charge for garbage and rubbish collection and disposal service in accordance with the following formula:

$(A * m) + ((B * cy) * m)$ , where: A = Trip rate B = Volume rate m = number of trips per month cy = number of cubic yards picked up at each collection The following trip and volume rates will apply:

	<del>((Effective through March 31, 2017</del>	<del>Effective April 1, 2017</del>	<del>Effective April 1, 2018</del>	<del>Effective April 1, 2019</del>
Trip Rate	<del>\$28.05</del>	<del>\$30.05</del>	<del>\$30.60</del>	<del>\$31.80</del>
Volume Rate	<del>\$43.80</del>	<del>\$46.95</del>	<del>\$47.85</del>	<del>\$49.75))</del>

	<u>Effective through March 31, 2020</u>	<u>Effective April 1, 2020</u>	<u>Effective April 1, 2021</u>	<u>Effective April 1, 2022</u>
Trip Rate	<u>\$31.80</u>	<u>\$32.75</u>	<u>\$33.70</u>	<u>\$34.70</u>
Volume Rate	<u>\$49.75</u>	<u>\$51.25</u>	<u>\$52.75</u>	<u>\$54.30</u>

D. Pre-paid bag service. Customers located in specific areas designated by Seattle Public Utilities, and who permanently store garbage containers in the right-of-way, will be required to subscribe to pre-paid bag service,

in lieu of detachable container service, for garbage and rubbish collection and disposal, subject to the following charges:

	<del>((Effective through March 31, 2017</del>	<del>Effective April 1, 2017</del>	<del>Effective April 1, 2018</del>	<del>Effective April 1, 2019</del>
15 gallon bag	<del>\$4.50</del>	<del>\$4.80</del>	<del>\$4.90</del>	<del>\$5.10</del>
30 gallon bag	<del>\$6.40</del>	<del>\$6.85</del>	<del>\$7.00</del>	<del>\$7.30))</del>

	<u>Effective through March 31, 2020</u>	<u>Effective April 1, 2020</u>	<u>Effective April 1, 2021</u>	<u>Effective April 1, 2022</u>
15 gallon bag	<u>\$5.10</u>	<u>\$5.25</u>	<u>\$5.40</u>	<u>\$5.55</u>
30 gallon bag	<u>\$7.30</u>	<u>\$7.50</u>	<u>\$7.70</u>	<u>\$7.90</u>

Compostable waste bag rates for pre-paid bag service shall be 32 percent less than the corresponding rates above for garbage service. Recycling bags shall be provided free of charge. Yardwaste shall not be mixed with garbage, refuse, or rubbish for disposal.

Bags set out for collection that are not pre-paid shall be charged at the rate for extra bundles, per subsection 21.40.060.H.

E. Mixed-use building. The ~~((Director))~~ General Manager/CEO of Seattle Public Utilities will determine the appropriate residential collection service level for a mixed-use building according to the estimated amount of residential garbage or refuse generated and to be collected by the City.

F. Charges for lockable containers. Customers using detachable containers (compacted or noncompacted) may have a lock installed by the collection contractors, subject to the following charges. Only customers who own their own containers may install their own locks.

	<del>((Effective through March 31, 2017</del>	<del>Effective April 1, 2017</del>	<del>Effective April 1, 2018</del>	<del>Effective April 1, 2019</del>
Lock installation	<del>\$103.05</del>	<del>\$110.45</del>	<del>\$112.55</del>	<del>\$117.05</del>
Extra key	<del>\$7.40</del>	<del>\$7.95</del>	<del>\$8.10</del>	<del>\$8.40</del>
Extra padlock	<del>\$14.75</del>	<del>\$15.80</del>	<del>\$16.10</del>	<del>\$16.75))</del>

	<u>Effective through March 31, 2020</u>	<u>Effective April 1, 2020</u>	<u>Effective April 1, 2021</u>	<u>Effective April 1, 2022</u>
<u>Lock installation</u>	<u>\$117.05</u>	<u>\$120.55</u>	<u>\$124.05</u>	<u>\$127.65</u>
<u>Extra key</u>	<u>\$8.40</u>	<u>\$8.65</u>	<u>\$8.90</u>	<u>\$9.15</u>
<u>Extra padlock</u>	<u>\$16.75</u>	<u>\$17.25</u>	<u>\$17.75</u>	<u>\$18.25</u>

G. All residential customers receiving detachable container special, nonroutine collection service for garbage, compostable waste, or recycling materials. The following charges shall apply to special collections of all detachable containers or bundles of garbage, compostable waste, or recycling materials. These charges shall be in addition to any charges applicable to regular solid waste collection and disposal service.

Special collections will be charged at 130 percent of the rate for a single pickup of the same size detachable container, per subsections 21.40.060.B and 21.40.060.C.

H. Extra bundles of garbage. A customer may place extra bundles of garbage with the customer's container for regular pickup, according to the following schedule:

~~((Effective through March 31, 2017: \$10.60~~

~~Effective April 1, 2017: \$11.35~~

~~Effective April 1, 2018: \$11.55~~

~~Effective April 1, 2019: \$12.00))~~

Effective through March 31, 2020: \$12.00

Effective April 1, 2020: \$12.35

Effective April 1, 2021: \$12.70

Effective April 1, 2022: \$13.05

The charge will be billed directly to the owner or occupant.

I. Bulky and white goods pickup. Charges for the pickup of bulky and white goods, as well as additional charges for items containing hazardous waste such as chlorofluorocarbons (CFCs), shall be billed as follows:



	Effective March 30, 2009
Bulky/White Goods Pickup (per item)	\$30.00
Hazardous Waste Charge (per item)	\$8.00

J. Curbside electronics recycling pickup. Curbside electronics pickup service will be available by customer request to residential detachable container accounts, with approval by the applicable solid waste account owner or designee. Each pickup of up to three electronic products set out at the curb shall be billed at \$20. Each pickup of compact fluorescent lightbulbs (CFLs) or household batteries shall be billed at \$5. The ~~((Director))~~ General Manager/CEO may establish additional conditions for electronic products eligible for pickup.

K. Residential detachable container customers who are not required to subscribe to pre-paid bag garbage service have the option to subscribe to either residential can curbside/alley compostable waste collection service per the terms of subsection 21.40.050.A.8 or commercial compostable waste collection service per the terms of Section 21.40.070. Customers who are required to subscribe to pre-paid bag garbage service have the option to subscribe to either one or more residential can curbside/alley compostable waste collection services per the terms of subsection 21.40.050.A.8 or pre-paid bag compostable waste collection service per the terms of subsection 21.40.060.D. Detachable container customers are not subject to the provisions of subsection 21.40.050.A.9, which requires mandatory curbside/alley compostable waste service as of March 30, 2009. It shall be mandatory for all residential detachable container customer accounts to subscribe to one of the compostable waste services described in this subsection 21.40.060.K, except in the following circumstances:

1. Existing structures: Existing residential structures that do not have adequate storage space for compostable waste may be exempt from all or portions of this subsection 21.40.060.K if so determined by the ~~((Director))~~ General Manager/CEO of Seattle Public Utilities. The ~~((Director))~~ General Manager/CEO of Seattle Public Utilities, in cases where space constraints are determined to exist, shall also evaluate the feasibility of shared compostable waste containers by contiguous businesses or multifamily structures.

2. New or expanded structures: New residential structures that have demonstrated difficulty in meeting the solid waste and recyclable materials storage space specifications required under Section 23.54.040 may be exempt from all or portions of this Chapter 21.40 as determined by the (~~Director~~) General Manager/CEO of Seattle Public Utilities.

L. Ancillary and elective (A&E) service charges. The following charges shall apply to residential detachable container customers receiving any of the A&E Services listed in the table below.

(Type of Service	Effective through March 31, 2017	Effective April 1, 2017	Effective April 1, 2018	Effective April 1, 2019
<b>Deliveries/Pickups/Swap-outs:</b>				
Can/	\$26.05	\$27.95	\$28.50	\$29.65
Detachable	\$31.40	\$33.65	\$34.30	\$35.65
Drop	\$41.75	\$44.75	\$45.60	\$47.40
Drop	\$65.30	\$70.00	\$71.35	\$74.20
<b>Pickup Ancillary Services:</b>				
Can/ or up	\$2.65	\$2.85	\$2.90	\$3.00
Roll	\$7.75	\$8.30	\$8.45	\$8.80
Rep (CY)	\$7.75	\$8.30	\$8.45	\$8.80
Ente	\$5.20	\$5.55	\$5.65	\$5.90
<b>Container Special Services:</b>				
Detachable Was per C	\$39.20	\$42.00	\$42.80	\$44.50
Drop Stear Box	\$52.20	\$55.95	\$57.00	\$59.30
Can/	\$10.45	\$11.20	\$11.40	\$11.85
<b>Compactor/Drop Box Special Services:</b>				
Com Recd	\$44.35	\$47.55	\$48.45	\$50.40

Dry	\$91.35	\$97.95	\$99.80	\$103.80
<b>Other Ancillary Services:</b>				
Hourly and	\$235.00	\$251.90	\$256.70	\$266.95
Hourly Swap	\$78.20	\$83.85	\$85.45	\$88.85))

Type of Service	Effective through March 31, 2020	Effective April 1, 2020	Effective April 1, 2021	Effective April 1, 2022
<b>Deliveries/Pickups/Swap-outs:</b>				
Can/Toter	\$29.65	\$30.55	\$31.45	\$32.35
Detachable Container	\$35.65	\$36.70	\$37.75	\$38.85
Drop Box (2-8 CY)	\$47.40	\$48.80	\$50.20	\$51.65
Drop Box (10-40 CY)	\$74.20	\$76.45	\$78.65	\$80.95
<b>Pickup Ancillary Services:</b>				
Can/Cart Roll Out (>100 ft or up/down stairs)	\$3.00	\$3.10	\$3.20	\$3.30
Roll Out, Container (<3 CY)	\$8.80	\$9.05	\$9.30	\$9.55
Reposition, Container (>2 CY)	\$8.80	\$9.05	\$9.30	\$9.55
Entering Secured Buildings	\$5.90	\$6.10	\$6.30	\$6.50
<b>Container Special Services:</b>				
Detachable Container Washing and Steam Cleaning, per Container	\$44.50	\$45.85	\$47.20	\$48.55
Drop Box Washing and Steam Cleaning, per Drop Box	\$59.30	\$61.10	\$62.85	\$64.65
Can/Cart Pressure Washing	\$11.85	\$12.20	\$12.55	\$12.90
<b>Compactor/Drop Box Special Services:</b>				
Compactor Disconnect/Reconnect Cycle	\$50.40	\$51.90	\$53.40	\$54.95
Dry Run	\$103.80	\$106.90	\$110.00	\$113.20
<b>Other Ancillary Services:</b>				
Hourly Paid Special, Truck and Driver	\$266.95	\$274.95	\$282.90	\$291.10
Hourly Paid Special, Swamper	\$88.85	\$91.50	\$94.15	\$96.90

Section 3. Section 21.40.070 of the Seattle Municipal Code, last amended by Ordinance 125111, is amended as

follows:

**21.40.070 Commercial collection rates and charges((-))**

A. Commercial solid waste service rates and charges. There is imposed upon all commercial establishments in the City receiving container or drop service from one of the City’s contract collectors of commercial solid waste or one of the City’s contract collectors of commercial compostable waste the following schedule of rates and charges:

1. Account charges. In addition to any fees for service charged to commercial establishments, per the provisions of this subsection 21.40.070.A, a monthly fixed fee will be charged to each commercial solid waste account, according to the following schedule:

~~((Effective through March 31, 2017: \$25.20~~

~~Effective April 1, 2017: \$27.00~~

~~Effective April 1, 2018: \$27.50~~

~~Effective April 1, 2019: \$28.60))~~

Effective through March 31, 2020: \$28.60

Effective April 1, 2020: \$29.45

Effective April 1, 2021: \$30.30

Effective April 1, 2022: \$31.20

2. Container service rates. The following charges shall apply to commercial establishments receiving container service for solid waste. Compostable waste container service rates shall be 32 percent less than the corresponding rate for primary container service for solid waste (the basic service charge including container rent multiplied by 0.68), plus any applicable taxes. Commercial container service customers may subscribe to one or more residential can curbside/alley compostable waste collection services per the terms of subsection 21.40.050.A.8.

The charge for each detachable container will be calculated in accordance with the following

formula:

$(A * m) + ((B * cy) * m)$ , where

A = Trip rate

B = Volume rate

m = number of pickups per month

cy = number of cubic yards picked up at each collection

The following trip and volume rates will apply for uncompacted or compacted material:

	((Effective through March 31, 2017	Effective April 1, 2017	Effective April 1, 2018	Effective April 1, 2019
Trip Rate	\$16.45	\$17.60	\$17.95	\$18.65
Compacted Volume Rate	\$27.75	\$29.75	\$30.30	\$31.50
Uncompacted Volume Rate	\$56.35	\$60.40	\$61.55	\$64.00))

	Effective through March 31, 2020	Effective April 1, 2020	Effective April 1, 2021	Effective April 1, 2022
Trip Rate	\$18.65	\$19.20	\$19.75	\$20.30
Uncompacted Volume Rate	\$31.50	\$32.45	\$33.40	\$34.35
Compacted Volume Rate	\$64.00	\$65.90	\$67.80	\$69.75

3. Pre-paid bag service. Customers located in specific areas designated by Seattle Public Utilities, and who permanently store garbage containers in the right-of-way, will be required to subscribe to pre-paid bag service, in lieu of detachable container service, for garbage and rubbish collection and disposal, subject to the following charges:

	((Effective through March 31, 2017	Effective April 1, 2017	Effective April 1, 2018	Effective April 1, 2019
15-gallon bag	\$4.50	\$4.80	\$4.90	\$5.10
30-gallon bag	\$6.40	\$6.85	\$7.00	\$7.30))

	Effective through March 31, 2020	Effective April 1, 2020	Effective April 1, 2021	Effective April 1, 2022
15 gallon bag	\$5.10	\$5.25	\$5.40	\$5.55
30 gallon bag	\$7.30	\$7.50	\$7.70	\$7.90

Customers required to subscribe to pre-paid bag garbage service may also subscribe to either residential can curbside/alley compostable waste collection service per the terms of subsection 21.40.050.A.8 or pre-paid bag compostable waste collection service, at rates which shall be 32 percent less than the rates specified above for pre-paid bag garbage collection. Yardwaste shall not be mixed with garbage, refuse, or rubbish for disposal.

Compostable waste service is optional.

Bags set out for collection that are not pre-paid shall be charged at the rate for extra bundles, per subsection 21.40.070.A.6.

4. Special container pickup charges. Special collections will be charged at 130 percent of the rate for a single pickup of the same size detachable container, per subsection 21.40.070.A.2.

5. Can-unit pickup rates. Customers receiving regularly scheduled can-unit pickup service for one or more cans will be charged according to the following schedule:

	((Effective through March 31, 2017	Effective April 1, 2017	Effective April 1, 2018	Effective April 1, 2019
Per 10-20 gallon can pickup	\$7.30	\$7.85	\$8.00	\$8.30
Per 32 gallon can pickup	\$10.70	\$11.45	\$11.65	\$12.10
Per 60-65 gallon can pickup	\$20.85	\$22.35	\$22.75	\$23.65
Per 90-96 gallon can pickup	\$24.45	\$26.20	\$26.70	\$27.75))

	Effective through March 31, 2020	Effective April 1, 2020	Effective April 1, 2021	Effective April 1, 2022
Per 10-20 gallon can pickup	\$8.30	\$8.55	\$8.80	\$9.05
Per 32 gallon can pickup	\$12.10	\$12.45	\$12.80	\$13.15
Per 60-65 gallon can pickup	\$23.65	\$24.35	\$25.05	\$25.80
Per 90-96 gallon can pickup	\$27.75	\$28.60	\$29.45	\$30.30

When a set number of units are serviced each week, the customer may be billed at a flat monthly collection charge equal to 4.33 times the applicable unit rate, times the number of units serviced each week.

Special collections will be charged at 130 percent of the rate for a single pickup of the same size container, per the rates listed in this subsection 21.40.070.A.

6. Extra garbage and bulky waste collection. The charges for extra garbage collection will be assessed per bundle. Any such charges will be in addition to the customer's regular container collection service charges.

~~((Effective through March 31, 2017: \$10.60 per bundle~~

~~Effective April 1, 2017: \$11.35 per bundle~~

~~Effective April 1, 2018: \$11.55 per bundle~~

~~Effective April 1, 2019: \$12.00 per bundle))~~

Effective through March 31, 2020: \$12.00 per bundle

Effective April 1, 2020: \$12.35 per bundle

Effective April 1, 2021: \$12.70 per bundle

Effective April 1, 2022: \$13.05 per bundle

Bulky waste and white goods pickup. Charges for the pickup of bulky waste and white goods, as well as additional charges for items containing hazardous waste such as chlorofluorocarbons (CFCs), shall be billed as follows:

	Effective January 1, 2011
Bulky Waste/White Goods Pickup (per item)	\$30.00
Hazardous Waste Charge (per item)	\$8.00

7. Overload container charges. A container whose contents exceed 1 foot above the top of the container will be charged at the applicable extra garbage collection rate, per subsection 21.40.070.A.6.

8. Drop box service rates. The following charges shall apply to commercial establishments

receiving drop box service for solid waste. Compostable waste container service rates shall be 32 percent less than the corresponding rate for drop box service for solid waste (the basic service charge multiplied by 0.68).

The following price schedules shall apply for drop box service for both compacted and noncompacted material:

<b>((Service Type</b>	<b>Effective through March 31, 2017</b>	<b>Effective April 1, 2017</b>	<b>Effective April 1, 2018</b>	<b>Effective April 1, 2019</b>
<b>Permanent Account Pickup</b>				
Up to 8 cu yd	\$154.90	\$166.05	\$169.20	\$175.95
Over 8 cu yd	\$207.95	\$222.90	\$227.15	\$236.25
<b>Special/Temporary Pickup</b>				
Up to 8 cu yd	\$170.45	\$182.70	\$186.15	\$193.60
Over 8 cu yd	\$228.75	\$245.20	\$249.85	\$259.85
<b>Monthly Account/Rental</b>	\$107.75	\$115.50	\$117.70	\$122.40))

	<u>Effective through March 31, 2020</u>	<u>Effective April 1, 2020</u>	<u>Effective April 1, 2021</u>	<u>Effective April 1, 2022</u>
<b>Permanent Account Pickup</b>				
Up to 8 cu yd	\$175.95	\$181.25	\$186.50	\$191.90
Over 8 cu yd	\$236.25	\$243.35	\$250.40	\$257.65
<b>Special/Temporary Pickup</b>				
Up to 8 cu yd	\$193.60	\$199.40	\$205.20	\$211.15
Over 8 cu yd	\$259.85	\$267.65	\$275.40	\$283.40
<b>Monthly Account/Rental</b>	\$122.40	\$126.05	\$129.70	\$133.45

9. Ancillary and elective (A&E) service charges. The following charges shall apply to commercial establishments receiving any of the A&E services listed in the table below:

<b>((Type of Service</b>	<b>Effective through March 31, 2017</b>	<b>Effective April 1, 2017</b>	<b>Effective April 1, 2018</b>	<b>Effective April 1, 2019</b>
<b>Deliveries/Pickups/Swap-outs:</b>				
Can	\$26.05	\$27.95	\$28.50	\$29.65
Detachable	\$31.40	\$33.65	\$34.30	\$35.65
Drop	\$41.75	\$44.75	\$45.60	\$47.40



Drop	\$65.30	\$70.00	\$71.35	\$74.20
<b>Pickup Ancillary Services:</b>				
Can/for up	\$2.65	\$2.85	\$2.90	\$3.00
Roll (CY)	\$7.75	\$8.30	\$8.45	\$8.80
Rep (CY)	\$7.75	\$8.30	\$8.45	\$8.80
Enter	\$5.20	\$5.55	\$5.65	\$5.90
<b>Container Special Services:</b>				
Detachable Wash Clean	\$39.20	\$42.00	\$42.80	\$44.50
Drop Stear Box	\$52.20	\$55.95	\$57.00	\$59.30
Can	\$10.45	\$11.20	\$11.40	\$11.85
<b>Compactor/Drop Box Special Services:</b>				
Com Disc Cycle	\$44.35	\$47.55	\$48.45	\$50.40
Dry	\$91.35	\$97.95	\$99.80	\$103.80
<b>Other Ancillary Services:</b>				
Hour and	\$235.00	\$251.90	\$256.70	\$266.95
Hour Swap	\$78.20	\$83.85	\$85.45	\$88.85))

	Effective through March 31, 2020	Effective April 1, 2020	Effective April 1, 2021	Effective April 1, 2022
<b>Deliveries/Pickups/Swap-outs:</b>				
Can/Toter	\$29.65	\$30.55	\$31.45	\$32.35
Detachable Container	\$35.65	\$36.70	\$37.75	\$38.85
Drop Box (2-8 CY)	\$47.40	\$48.80	\$50.20	\$51.65

Drop Box (10-40 CY)	\$74.20	\$76.45	\$78.65	\$80.95
<b>Pickup Ancillary Services:</b>				
Can/Cart Roll Out (>100 fit or up/down stairs)	\$3.00	\$3.10	\$3.20	\$3.30
Roll Out, Container (<3 CY)	\$8.80	\$9.05	\$9.30	\$9.55
Reposition, Container (>2 CY)	\$8.80	\$9.05	\$9.30	\$9.55
Entering Secured Buildings	\$5.90	\$6.10	\$6.30	\$6.50
<b>Container Special Services:</b>				
Detachable Container Washing and Steam Cleaning, per Container	\$44.50	\$45.85	\$47.20	\$48.55
Drop Box Washing and Steam Cleaning, per Drop Box	\$59.30	\$61.10	\$62.85	\$64.65
Can/Cart Pressure Washing	\$11.85	\$12.20	\$12.55	\$12.90
<b>Compactor/Drop Box Special Services:</b>				
Compactor Disconnect/Reconnect Cycle	\$50.40	\$51.90	\$53.40	\$54.95
Dry Run	\$103.80	\$106.90	\$110.00	\$113.20
<b>Other Ancillary Services:</b>				
Hourly Paid Special, Truck and Driver	\$266.95	\$274.95	\$282.90	\$291.10
Hourly Paid Special, Swamper	\$88.85	\$91.50	\$94.15	\$96.90

10. Disposal fee for MSW and processing fee for compostable waste drop box service. Disposal fees for MSW drop box service shall be assessed on each MSW drop box load at the rates set forth below, measured on a per tip basis rounded to the next highest 0.01 ton.

~~((Effective through March 31, 2017: \$177.40 per ton~~

~~Effective April 1, 2017: \$190.15 per ton~~

~~Effective April 1, 2018: \$193.75 per ton~~

~~Effective April 1, 2019: \$201.50 per ton))~~

Effective through March 31, 2020: \$201.50 per ton

Effective April 1, 2020: \$207.55 per ton

Effective April 1, 2021: \$213.55 per ton

Effective April 1, 2022: \$219.75 per ton

Processing fees for compostable waste drop box service shall be assessed on each compostable waste drop box load and measured on a per tip basis rounded to the next highest 0.01 ton. Charges for this service shall be as follows:

~~((Effective through March 31, 2017: \$88.75 per ton~~

~~Effective April 1, 2017: \$95.15 per ton~~

~~Effective April 1, 2018: \$96.95 per ton~~

~~Effective April 1, 2019: \$100.85 per ton))~~

Effective through March 31, 2020: \$100.85 per ton

Effective April 1, 2020: \$103.90 per ton

Effective April 1, 2021: \$106.90 per ton

Effective April 1, 2022: \$110.00 per ton

11. Payment of charges-Delinquency and lien

a. Collection and disposal charges shall be against the premises served, and when such charges have not been paid within 90 days after billing, service shall be discontinued and the charges may constitute a lien against the premises served. Notice of the City's lien specifying the amount due and the period covered and giving the legal description of the premises sought to be charged may be filed with the County Auditor within the time required and may be foreclosed in the manner and within the time prescribed for liens for labor and material, as authorized by RCW 35.21.140.

b. Penalty interest at the rate of 12 percent per year, computed monthly, shall be added to collection and disposal charges that become delinquent. Penalty interest shall be imposed on all such charges that remain unpaid 30 days after their bill date and shall continue until such charges are paid.

B. The ~~((Director))~~ General Manager/CEO of Seattle Public Utilities may adjust the service level to a commercial establishment to match the amount of garbage and rubbish actually collected from that

establishment and the customer will be responsible for the appropriate charges for the adjusted service level in accordance with this ~~((section))~~ Section 21.40.070.

Section 4. Section 21.40.080 of the Seattle Municipal Code, last amended by Ordinance 124056, is amended as follows:

**21.40.080 Recycling and disposal station rates~~((:))~~**

A. Basic ~~((Rates:))~~ rates

The following charges will apply at the City's recycling and disposal stations. ~~((The flat rate will apply to sedans, station wagons, sport utility vehicles (all without trailers or modifications) and all garbage or compostable material must be fully contained within the interior of vehicle.))~~

The per ton rate, subject to the minimum charge, will apply to all ~~((other))~~ vehicles. ~~((, including but not limited to trucks, vans (including minivans), vehicles with trailers or modifications, travel alls, motor homes, modified buses, aid cars and commercial vehicles.~~

		Effective from January 1, 2010
Recyclables*		No Charge
Garbage	per ton	\$145
	minimum/flat rate	\$30
Yard Waste	per ton	\$110
	minimum/flat rate	\$20
Wood Waste	per ton	\$110
	minimum/flat rate	\$20
Tires (maximum of four per load)	per load	\$13
Appliances (maximum of two per load)	per appliance	\$30
	per appliance if included with garbage	\$8))

		Effective through March 31, 2020	Effective April 1, 2020	Effective April 1, 2021	Effective April 1, 2022
Recyclables		No Charge	No Charge	No Charge	No Charge

Garbage	per ton	\$145	\$149	\$153	\$157
	minimum rate	\$30	\$31	\$32	\$33
Yard Waste	per ton	\$110	\$113	\$116	\$119
	minimum rate	\$20	\$21	\$22	\$23
Wood Waste	per ton	\$110	\$113	\$116	\$119
	minimum rate	\$20	\$21	\$21	\$22
Tires (maximum of four per load)	per load	\$13	\$14	\$14	\$14
Appliances (maximum of two per load)	per appliance	\$30	\$30	\$30	\$30
	per appliance if included with garbage	\$8	\$8	\$8	\$8

\*Contaminant-free clean recyclables

B. Collection of ~~((Charges))~~ charges. It shall be the duty of the ~~((Director))~~ General Manager/CEO of Seattle Public Utilities, or ~~((his/her))~~ the General Manager/CEO's authorized agent, to issue and sell tickets at City recycling and disposal stations for the privilege of such disposal; provided, that such disposal charges shall not apply to the disposal of earth or other material suitable for road construction when disposal of same has been approved by the ~~((Director))~~ General Manager/CEO of Seattle Public Utilities or ~~((his/her))~~ the General Manager/CEO's authorized agent.

C. State ~~((Tax Collection and Refund))~~ tax collection and refund. The ~~((Director))~~ General Manager/CEO of Seattle Public Utilities, or ~~((his/her))~~ the General Manager/CEO's authorized agent, has the authority to collect taxes due as required by state law and to make refunds to any person entitled thereto under state law.

D. Charitable ~~((Organizations Reusing Goods.))~~ organizations reusing goods

1. Qualified charitable organizations shall be charged on an ongoing basis, rather than on an occasional or incidental basis, for the disposal of refuse generated within Seattle only, that is deposited at City recycling and disposal stations, at the following rates.

~~((Effective January 1, 2010: \$82.65 per ton))~~

Effective through March 31, 2020: \$82.65 per ton

Effective April 1, 2020: \$84.95 per ton

Effective April 1, 2021: \$87.20 per ton

Effective April 1, 2022: \$89.50 per ton

2. Qualified charitable organizations may dispose of white goods at no charge under the following conditions:

- a. White goods must be delivered directly to the City's selected vendor for white good processing ("vendor").
- b. By the tenth of each month, the qualified charitable organization must provide Seattle Public Utilities with dated receipts from the vendor for all of the white goods disposed of in the previous month.
- c. The number of white goods disposed of in a calendar year may not exceed the average the number of white goods delivered to City recycling and disposal stations by the qualified charitable organization in 1997 and 1998. If the above conditions are not met or if limits set forth in subsection 21.40.080.D .2.c are exceeded, qualified charitable organizations shall be charged at a per-unit rate equal to that established by contract between the City and its selected vendor.

3. For purposes of this subsection 21.40.080.D, a charitable organization shall be considered a qualified charitable organization if found by the (~~Director~~) General Manager/CEO of Seattle Public Utilities, or (~~his/her~~) the General Manager/CEO's authorized agent, after application by such organization to the (~~Director~~) General Manager/CEO, to:

- a. Be a credit customer of the Seattle Public Utilities;
- b. Be a nonprofit charitable organization recognized as such by the Internal Revenue Service; and
- c. Be engaged, as a primary form of its doing business, in processing abandoned goods

for resale or reuse.

E. Interest on ~~((Delinquent))~~ delinquent City ~~((Recycling and Disposal Stations Payments))~~ recycling and disposal stations payments. Interest shall accrue on delinquent payments of customers at City recycling and disposal stations at the rate of 12 percent per annum from 30 days after the bill date and shall continue until the bill is paid.

F. Requirements for ~~((Special Event, Free Disposal))~~ special event, free disposal. Under certain conditions, Seattle Public Utilities shall offer free disposal at City recycling and disposal stations for special events. An organization shall be qualified for free disposal for a special event if the organization's written application to the ~~((Director))~~ General Manager/CEO of Seattle Public Utilities is found by the ~~((Director))~~ General Manager/CEO, or ~~((his/her))~~ the General Manager/CEO's authorized agent, to:

1. Be the only such request from the organization for the calendar year;
2. Support the City's goals for cleaner neighborhoods and environments;
3. Not to supplant any current or existing agency responsibilities or activities; and
4. Provide benefit to ~~((SPU))~~ Seattle Public Utilities as well as the community or the City.

G. Waiver of ~~((Residential Disposal Rates Under Certain Circumstances))~~ residential disposal rates under certain circumstances. The ~~((Director))~~ General Manager/CEO of Seattle Public Utilities has discretion to waive disposal rates for City residents for yard waste or refuse for up to 60 days at a time when the ~~((Director))~~ General Manager/CEO determines that unique or emergency situations, ~~((such as))~~ e.g., transitions in collection service, incidents of arson, or windstorms, ~~((etc.))~~ make it prudent to encourage self-haul of refuse or yard waste to City recycling and disposal stations by waiving the disposal fee for a limited period.

H. The Seattle Housing Authority shall be charged for the disposal of up to 5,800 tons per calendar year of refuse that is deposited at City recycling and disposal stations, at the following rates.

~~((Effective January 1, 2010: \$82.65 per ton))~~

Effective through March 31, 2020: \$82.65 per ton

Effective April 1, 2020: \$84.95 per ton

Effective April 1, 2021: \$87.20 per ton

Effective April 1, 2022: \$89.50 per ton

If the actual tons delivered in a calendar year exceed this maximum, the Seattle Housing Authority shall be charged the per ton rate for refuse set forth in subsection 21.40.080.A (~~(of this section)~~) for the additional tons.

I. Requirements for (~~(Special Assistance, Free Disposal)~~) special assistance, free disposal. Seattle Public Utilities shall offer free disposal at City recycling and disposal stations to certified low-income residential utility customers (~~(qualified Low Income Rate Assistance (LIRA) recipients)~~) per (~~(SMC)~~) Section 21.76.040, under the following conditions:

1. Eligible recipients shall request special assistance free disposal no more than once per year.

2. Free disposal per eligible recipient shall be limited to less than or equal to 1,000 pounds of garbage and/or yard waste, and/or two appliances, and/or four tires. If garbage and/or yard waste exceeds 1,000 pounds, the recipient shall be charged the per tons rate, subject to the minimum/flat rate. Three or more appliances shall be charged the current rate each. More than four tires shall not be permitted.

Section 5. Subsection 21.40.085.A of the Seattle Municipal Code, which section was last amended by Ordinance 125111, is amended as follows:

**21.40.085 Commercial railyard rate**

A. Nonresidential, non-contract solid waste generated within the City and directed by the City to the Argo Yard or its successor facility for transport and disposal shall be charged at the following rates per ton, with the specified total minimum charges per disposal:

<del>(Effective date</del>	<del>Per ton rate</del>	<del>Total minimum charge</del>
Effective through March 31, 2017	\$113.40	\$2,835.00
April 1, 2017	\$121.55	\$3,038.75
April 1, 2018	\$123.85	\$3,096.25



April 1, 2019	\$128.80	\$3,220.00))
---------------	----------	--------------

<u>Effective date</u>	<u>Per ton rate</u>	<u>Total minimum charge</u>
Effective through March 31, 2020	\$128.80	\$3,220.00
April 1, 2020	\$132.70	\$3,316.60
April 1, 2021	\$136.55	\$3,412.80
April 1, 2022	\$140.55	\$3,511.80

\* \* \*

Section 6. Subsection 21.76.040.B of the Seattle Municipal Code, which section was last amended by Ordinance 125111, is amended as follows:

**21.76.040 Low-income rate credits**

\* \* \*

B. Solid ((Waste)) waste. Certified customers billed directly for Seattle Public Utilities solid waste services shall receive a rate discount equal to 0.5 times the total current residential garbage can or detachable container and compostable waste collection charges. Certified customers who pay for solid waste services indirectly through their rent shall receive the following rate credits based on type of collection service and consistent with Section 21.76.050:

	<u>((Effective through March 31, 2017</u>	<u>Effective April 1, 2017</u>	<u>Effective April 1, 2018</u>	<u>Effective April 1, 2019</u>
Garbage can customers	\$17.00 per month	\$18.20	\$18.55	\$19.30
Detachables container customers	\$13.90 per month	\$14.90	\$15.20	\$15.80
Yardwaste customers	\$5.45 per month	\$5.85	\$5.95	\$6.20))

	<u>Effective through March 31, 2020</u>	<u>Effective April 1, 2020</u>	<u>Effective April 1, 2021</u>	<u>Effective April 1, 2022</u>
Garbage can customers	\$19.30	\$19.90	\$20.50	\$21.10
Detachables container customers	\$15.80	\$16.25	\$16.70	\$17.20
Yardwaste customers	\$6.20	\$6.40	\$6.60	\$6.80

\* \* \*

Section 7. This ordinance does not affect any existing right acquired or liability or obligation incurred under the sections amended or repealed in this ordinance or under any rule or order adopted under those sections, nor does it affect any proceeding instituted under those sections.

Section 8. The provisions of this ordinance are declared to be separate and severable. The invalidity of any clause, sentence, paragraph, subdivision, section, or portion of this ordinance, or the invalidity of its application to any person or circumstance, does not affect the validity of the remainder of this ordinance or the validity of its application to other persons or circumstances.

Section 9. This ordinance shall take effect and be in force 30 days after its approval by the Mayor, but if not approved and returned by the Mayor within ten days after presentation, it shall take effect as provided by Seattle Municipal Code Section 1.04.020.

Passed by the City Council the \_\_\_\_\_ day of \_\_\_\_\_, 2019, and signed by me in open session in authentication of its passage this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
President \_\_\_\_\_ of the City Council

Approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Jenny A. Durkan, Mayor

Filed by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

---

Monica Martinez Simmons, City Clerk

6 1

## SUMMARY and FISCAL NOTE\*

<b>Department:</b>	<b>Dept. Contact/Phone:</b>	<b>CBO Contact/Phone:</b>
Seattle Public Utilities	Spencer Huang/5-0025	Aaron Blumenthal/3-2656

\* Note that the Summary and Fiscal Note describes the version of the bill or resolution as introduced; final legislation including amendments may not be fully described.

### **1. BILL SUMMARY**

**Legislation Title:** AN ORDINANCE relating to the solid waste system of Seattle Public Utilities; revising rates and charges for solid waste services; revising credits to low income customers for solid waste services; and amending Sections 21.40.050, 21.40.060, 21.40.070, 21.40.080, 21.40.085, and 21.76.040 of the Seattle Municipal Code.

**Summary and background of the Legislation:** The ordinance would adjust Seattle Public Utilities' solid waste rates for residential and commercial customers for the period from April 1, 2020 to March 31, 2023. The ordinance proposes the following adjustments to most solid waste rates on April 1<sup>st</sup> of each year: 3.0% in 2020, 2.9% in 2021, and 2.9% in 2022. Rate adjustments were last approved in 2016 for 2017, 2018 and 2019. The proposed increased rates would fund operating expenses during the rate period, the completion of the South Recycling Center project, and account for uncertainty in the recycling market. The proposed rate adjustments are in line with inflation expectations and comply with the average overall rate path target of 3.4% per year as established by the Seattle Public Utilities Strategic Business Plan.

### **2. CAPITAL IMPROVEMENT PROGRAM**

Does this legislation create, fund, or amend a CIP Project? \_\_\_ Yes X No

### **3. SUMMARY OF FINANCIAL IMPLICATIONS**

Does this legislation amend the Adopted Budget? \_\_\_ Yes X No

**Does the legislation have other financial impacts to the City of Seattle that are not reflected in the above, including direct or indirect, short-term or long-term costs?**

Several City departments incur solid waste costs. These costs will increase commensurate with the rate increases proposed in this legislation.

**Is there financial cost or other impacts of *not* implementing the legislation?**

The Solid Waste Fund would not fully recover the cost of its business operations and meet its financial policy targets.

X This legislation adds, changes, or deletes revenues or reimbursements.

**Anticipated Revenue/Reimbursement Resulting from this Legislation:**

<b>Fund Name and Number</b>	<b>Dept</b>	<b>Revenue Source</b>	<b>2019 Revenue</b>	<b>2020 Estimated Revenue</b>
SOLID WASTE FUND - 45010	SPU	Rates	\$0	\$10,524,821
<b>TOTAL</b>			<b>\$0</b>	<b>\$10,524,821</b>

**Is this change one-time or ongoing?**

This legislation proposes an adjustment to solid waste rates for April 1, 2020 to March 31, 2023.

**Revenue/Reimbursement Notes:**

This legislation will generate \$10.5 million in 2020 with a 3.0% rate increase on April 1, 2020. A 2.9% rate increase in 2021 will generate \$17.7 million (over 2019 rates) and a 2.9% rate increase in 2022 will generate \$25.2 million (over 2019 rates). The additional revenue is necessary to cover operating costs for the utility, including capital financing and regular inflation updates.

**4. OTHER IMPLICATIONS**

- a. Does this legislation affect any departments besides the originating department?**  
 Several City departments incur solid waste costs, these costs will increase commensurate with the rate increases proposed in this legislation. Utility Tax payments to the general fund will increase.
- b. Is a public hearing required for this legislation?**  
 No
- c. Does this legislation require landlords or sellers of real property to provide information regarding the property to a buyer or tenant?**  
 No
- d. Is publication of notice with *The Daily Journal of Commerce* and/or *The Seattle Times* required for this legislation?**  
 No
- e. Does this legislation affect a piece of property?**  
 No
- f. Please describe any perceived implication for the principles of the Race and Social Justice Initiative. Does this legislation impact vulnerable or historically disadvantaged**

**communities? What is the Language Access plan for any communications to the public?**

This legislation includes increases to the Utility Discount Program that provide rate relief to low income customers.

- g. If this legislation includes a new initiative or a major programmatic expansion: What are the specific long-term and measurable goal(s) of the program? How will this legislation help achieve the program's desired goal(s).**

None.

**List attachments/exhibits below:**

Summary Exhibit A – 2020-22 Solid Waste Rate Study

EXHIBIT A



Seattle Public Utilities  
2020-2022  
Solid Waste Rate Study

## Table of Contents

PREFACE - STRATEGIC BUSINESS PLAN COMPARISON.....	4
<b>1. Executive Summary .....</b>	<b>10</b>
1.1. Rate Drivers.....	10
1.2. Rate, Bill, and Financial Performance Impacts.....	12
<b>2. Introduction .....</b>	<b>14</b>
2.1. Ratemaking Process Overview.....	14
2.2. Rate Setting Objectives .....	14
2.3. Financial Policy Overview.....	15
<b>3. Revenue Requirement .....</b>	<b>17</b>
3.1. Operations and Maintenance (O&M).....	18
3.2. Taxes .....	18
3.3. Capital Financing Expense.....	20
3.4. Financial Policies .....	22
3.5. Other Funding Sources.....	23
3.6. Other Factors Impacting Rates .....	25
<b>4. Solid Waste Cost Allocation .....</b>	<b>28</b>
4.1. Cost Centers.....	28
4.2. Develop and Assign Allocation Factors .....	28
4.3. Customer Classes .....	30
4.4. Allocation Results.....	31
<b>5. Demand .....</b>	<b>33</b>
5.1. Residential Curbside (Single-Family).....	35
5.2. Residential On-Site (Multi-Family) .....	36
5.3. Recycling .....	37
5.4. Commercial .....	38
5.5. Organics .....	40
5.6. Self-Haul.....	41
<b>6. Rate Design .....</b>	<b>43</b>
6.1. 2020-2022 Rate Design Strategy.....	43
6.2. Residential Curbside (Single-Family) Garbage Rates .....	43
6.3. Residential On-Site (Multi-Family) Garbage Rates.....	44



6.4.	Commercial Rates .....	44
6.5.	Organics Rates.....	47
6.6.	Transfer Station Rates.....	47
6.7.	Other Rates .....	47
<b>7.</b>	<b>Utility Discount Program.....</b>	<b>49</b>
Appendix A	Statement of Operating Results.....	50
Appendix B	Statement of Cash Flow .....	51
Appendix C	Cost Allocation.....	52
Appendix D	Demand Analysis .....	53
Appendix E	Rate Tables.....	54

## PREFACE - STRATEGIC BUSINESS PLAN COMPARISON

Seattle City Council Resolution 31760, passed November 13, 2017, adopted a six-year Strategic Business Plan (SBP) for Seattle Public Utilities (SPU) which guides utility investments, service levels, and rate paths through 2023. While not a formal rate package, the SBP does give guidance and create accountability for the rate setting process. Table 0-1 compares the overall solid waste increases for 2020-2022 proposed as part of this legislation with those in the SBP.

Table 0-1 Comparison of Overall Solid Waste Weighted Average Rate Increases, 2020-2022

	2020	2021	2022
Strategic Business Plan	4.0%	3.0%	3.8%
Proposed	3.2%	2.9%	2.9%

Several major changes have occurred since the SBP was passed. Table 0-2 provides a high level, year-by-year aggregate overview of the impacts of those changes (discussed in more detail below) on proposed rates. The Revenue Requirement (Rev Req) is the minimum amount of revenue needed to provide solid waste services while satisfying all financial policies.

Table 0-2: Rate Impacts of Changes since SBP on Proposed Rate Increases (\$ millions)

	2020 Change from SBP	% Change in Rev Req	2021 Change from SBP	% Change in Rev Req	2022 Change from SBP	% Change in Rev Req
<b>Expenditures</b>						
Contracts	\$(3.4)	-1.6%	\$(1.0)	-0.5%	\$0.0	0.0%
Branch O&M	\$(2.8)	-1.3%	\$(2.0)	-0.9%	\$(1.4)	-0.6%
Taxes	\$0.4	0.2%	\$0.5	0.2%	\$0.4	0.2%
Capital Finance & Financial Policies	\$(14.9)	-7.1%	\$8.8	4.1%	\$(3.9)	-1.7%
Total Expenditure Requirement	\$(20.7)	-9.8%	\$6.3	2.9%	\$(4.8)	-2.1%
Other Funding Sources	\$27.9	13.2%	\$1.8	0.9%	\$12.5	5.6%
Change in Retail Revenue Requirement	\$7.1	3.4%	\$8.1	3.7%	\$7.7	3.4%
<b>Rate Impacts</b>						
Strategic Business Plan Rate Increases		4.0%		3.0%		3.8%
Change in Retail Rate Requirement		3.4%		3.7%		3.4%
Impact of UDP Update		-1.1%		-1.2%		-1.3%
Impact of Demand		-3.0%		-2.6%		-3.1%
Proposed Rate Increases		3.2%		2.9%		2.9%

Some totals may not add due to rounding

### Contracts

The largest change since the SBP has been from the new collections contract that took effect April 1, 2019, which results in approximately \$5 million of annual savings over the old contract. Offsetting the savings are increases to transfer and processing contract expenses driven by increased demand over the rate study period.

## Branch O&M

Branch Operations and Maintenance (O&M) has decreased \$2.8 million from the SBP assumption in 2020, \$2 million in 2021, and \$1.4 million in 2022 (See Table 0-3).

O&M changes include savings on solid waste container costs, as those expenses are now borne by collection contractors as per new collections contract effective in 2019, and increases in costs to labor assumptions, fleet, inventory, and maintenance. This is a net reduction over the three year SBP target.

Table 0-3: SBP and Proposed Branch O&M (\$ millions)

	2020 Proposed	2021 Proposed	2022 Proposed
Branch O&M			
Strategic Business Plan	52.1	54.3	56.6
Proposed	49.3	52.3	55.2
Change since SBP	(2.8)	(2.0)	(1.4)

## Taxes

The City is paid a transfer tax on solid waste transported to the landfill. Stronger demand in commercial and self-haul sectors leads to an increase in transfer tax payments compared to the Strategic Business Plan.

## Capital Finance & Financial Policies

The capital financing expense shown in Table 0-4 is the sum of debt service payments on borrowed funds (e.g. past and future revenue bond issues) plus operating cash contributions to CIP. Capital financing expense under proposed rates is \$10 million lower than SBP assumptions across the three year rate period, or \$14.9 million in lower in 2020, \$8.8 million higher in 2021, and \$3.9 million lower in 2022. Annual debt service payments are similar between the two scenarios, and slightly lower under the proposed. The variance is related to differences in the use of operating cash to finance the CIP.

Table 0-4: Capital Financing Expense and Financial Policies (\$ millions)

	2020		2021		2022		Total		
	SBP	Proposed	SBP	Proposed	SBP	Proposed	SBP	Proposed	Change
Debt Service	15.6	15.4	15.6	15.4	15.6	15.4	46.7	46.3	-0.3
Cash Financed CIP	24.1	19.0	7.5	26.7	3.9	14.5	35.5	60.1	24.6
Subtotal	39.6	34.4	23.1	42.1	19.5	29.9	82.2	106.4	24.3
Change since SBP		(5.2)		19.0		10.4			
Financial Policies	9.7	0.0	10.2	0.0	14.3	0.0	34.3	0.0	-34.3
Total	49.4	34.4	33.3	42.1	33.8	29.9	116.4	106.4	-10.0
Change since SBP		(14.9)		8.8		(3.9)			

Some totals may not add due to rounding

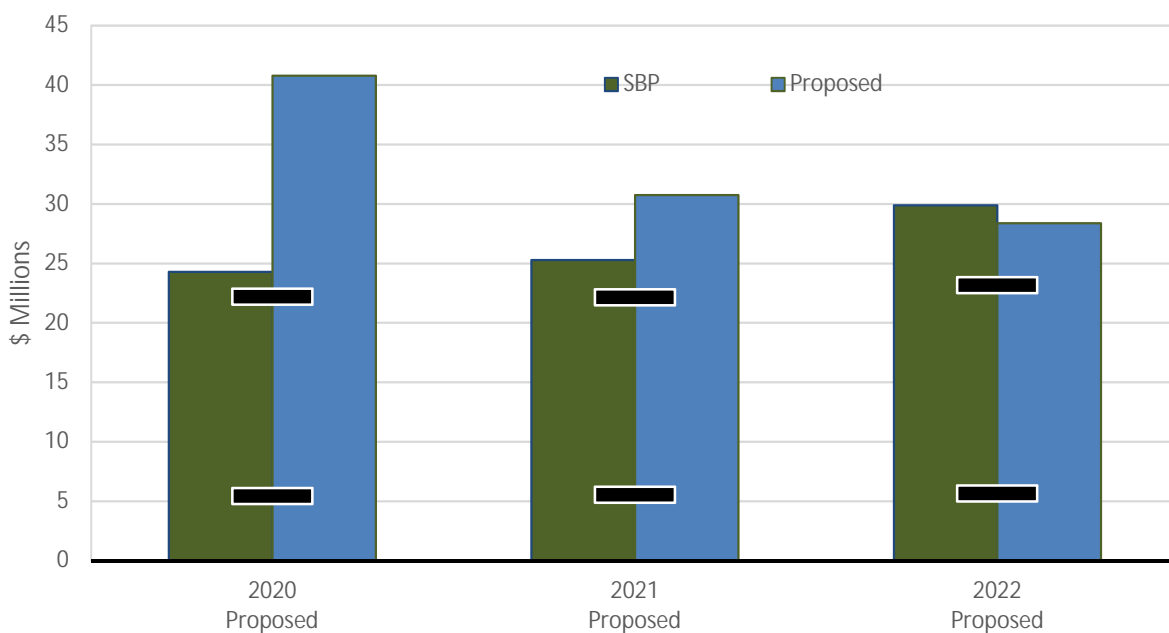
Cash financing under proposed 2020-2022 rates is higher than SPB assumptions due to three factors:

- Higher proposed CIP: CIP is \$24.3 million higher than SBP assumptions. Expected spending on projects in prior years has been delayed, resulting in a shift of costs into the current rate study period.
- Difference in timing of debt issues: There are no new debt issues during the rate period under proposed rates. The SBP included a 2019 issue.
- Higher operating cash reserves: Due to strong demand and lower spending, the 2020 operating cash balance is projected to be \$50.5 million, compared to \$23.5 million in the SBP.

Strong demand in 2017-2018, combined with lower spending resulted in higher cash reserves entering the new rate period than were anticipated at the time the SBP was adopted.

Due to the higher cash reserves, the Solid Waste Fund (SWF) is able to pay for the higher anticipated CIP expense exclusively with operating cash once 2016 bond proceeds are spent down in 2020. As shown in Figure 0-1 below, higher cash balances are drawn down across the rate period to fund CIP under proposed rates. Under SBP assumptions, cash balances are gradually built up, because less cash is required to finance the CIP, and the impact of other financial policies (see Financial Policies below). The minimum cash financial policies are shown in black hashes, with the 20-day contract expense being the lower hash and the 45-days operating expense as the higher hash.

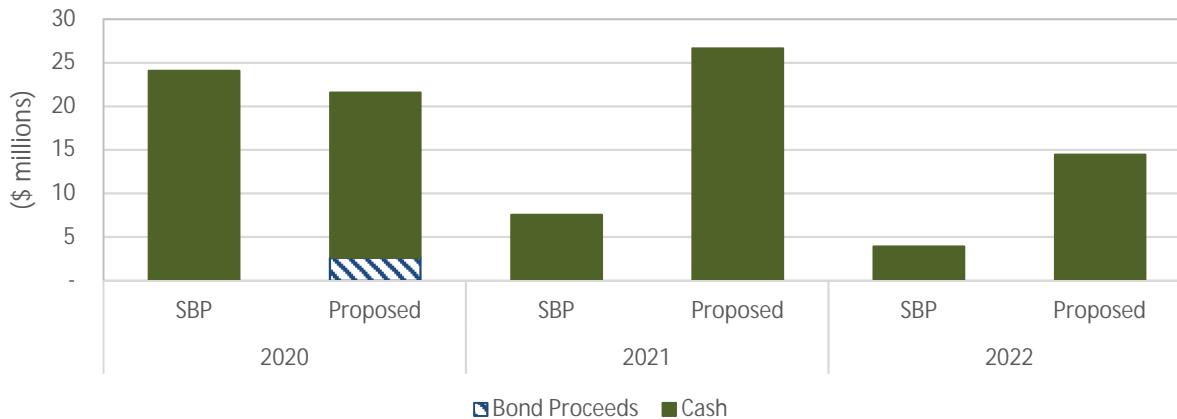
Figure 0-1: Year-End Cash Balances



Total CIP cash financing is higher under proposed rates than SBP assumptions because there are no projected bond issuances during the rate period and projected CIP spending levels are higher (\$24.6 million higher over 3 years). The higher cash reserves discussed above allow for these levels of CIP to be financed under the current rate proposal.

Figure 0-2 below presents an annual snapshot of CIP funding sources under proposed rates and SBP scenarios.

Figure 0-2: Capital Financing



Revenues must be sufficient to both pay cash expense and meet all financial policy targets (See Section 2.1 for more details on the ratemaking process). SBP financial assumptions resulted in debt service coverage being the financial policy requiring the most revenue. Under the current proposal, rates are smoothed for the rate study period, with the financial policy target requiring the most revenue being operating cash in 2023. This means that while financial policies are being exceeded during the rate study period, any excess cash is left in the operating fund, increasing cash balances. These cash balances are being drawn down each year of the rate study period in order to fund construction in progress. The solid waste fund will be generating the amount of revenue required to meet all financial policy targets throughout the SBP period.

### Other Funding Sources

The Other Funding Sources category includes prior year operating cash contributions, miscellaneous non-rates revenues, and revenues from the sale of commodities from the recycling waste stream. These funding sources reduce the amount of revenue that needs to be recovered from standard retail rates in the current year.

In 2020, Other Funding Sources is \$27.9 million lower than assumed in the SBP. Of this amount, \$16.3 million was a planned Rate Stabilization Fund (RSF) withdrawal (i.e. a cash influx to SPU) during the SBP that is no longer needed. This withdrawal was originally planned to help maintain operating cash financial targets, as cash was being drawn down to pay for CIP. A stronger cash position in 2018 makes this drawdown no longer necessary, allowing SPU to meet both financial targets and CIP drawdown. The remaining portion of Other Funding Sources decline is primarily due to a decrease in recycling processing revenues. Revenues from the sale of commodities are down \$5.9 million from SBP projections because of a fall in commodity prices due to the China Blue Sky recycling ban.

In 2021 and 2022, Other Funding Sources are \$1.8 million and \$12.5 million lower under proposed rates, with \$9.3 million due to the reduced recycling revenues and the rest being attributed to lower contributions as cash reserves are being drawn down to fund CIP.

### Update of the Utility Discount Program (UDP)

The assumptions for UDP have been updated under the proposed rates to be consistent with the policy guidelines set by Mayor and City Council, and the shift in the overall accounting of UDP customers from single family to multifamily customers. Multifamily customers are less costly for SPU to serve compared to single-family homes, and the resulting efficiencies in serving more multi-family customers will increase revenues by \$7.8 million above SBP assumptions in 2020-2022. While changes to UDP do not affect the total amount of revenue required, they do reduce the amount of revenue recovered because as more customers shift to paying a reduced rate, higher overall rates will be required to make the shift revenue neutral. These proposed rates will allow for some expanded UDP enrollment as the program continually develops.

### Impact of Demand

Demand for solid waste services, led by strong multi-family and commercial demand, has improved since the SBP, thus allowing a lower rate to recover the same amount of revenue.

## 1. EXECUTIVE SUMMARY

Seattle Public Utilities (SPU) provides solid waste services to residences and businesses in the City of Seattle (“City”) through the Solid Waste Fund (SWF). It is supported almost entirely by utility fee revenue. Solid waste customers are either billed by SPU (residential customers) or by collection contractors (commercial customers). Contractors pick up garbage, recyclables, and organics from residences and business and deliver garbage and organics to SPU’s transfer stations and recyclables to a contractor recycling facility in SODO. SPU transfers garbage from the transfer stations to a railhead for transport to a contracted disposal site in Oregon. Organics are either picked up by processing contractors or delivered by SPU to contractor-owned sites. In addition, SPU, through the SWF, oversees the City’s Clean City program, provides conservation programs and outreach, oversees hazardous waste disposal programs in conjunction with King County, and maintains and rehabilitates historic landfill sites.

Rates were last increased by 7.2 percent on April 1, 2017, 1.0 percent on April 1, 2018, and 4.0 percent on April 1, 2019 as part of the 2017-2019 Solid Waste Rate Study.

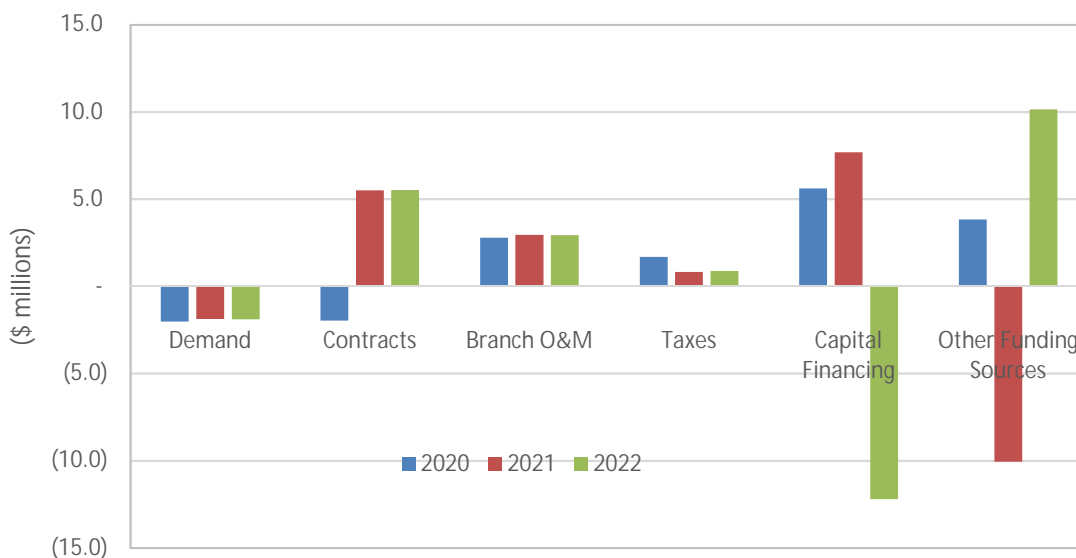
Key elements of the current rate proposal include:

1. **New Solid Waste Collections Contract:** The new contract, which took effect on April 1, 2019, decreases contract and container expense for the rate study period, resulting in annual savings of \$5 million to the Solid Waste Fund.
2. **Update to the Utility Discount Program:** Updated enrollment projections to account for the growing percentage of multi-family household program enrollees. This update provides \$7.8 million in savings over the three-year rate study period.
3. **Completion of Major Capital Facilities:** During this rate period, SPU will commence, build, and enter into service the South Recycling Center. The impact on rates of higher capital spending is substantially offset by the availability of high cash reserves entering the rate period.
4. **Continued Focus on Protecting Bond Ratings:** Rates continue to be set to the more stringent debt service coverage (DSC) policy adopted in 2015, as well as to meet an unofficial policy of maintaining a year-end operating cash balance equal to 45 days of operating expense. These policies help to protect solid waste bond ratings during a period of significant capital expansion, liquidity contraction, and bond funding. Setting rates to meet these policies in the 2017-2019 Rate Study also contributed to increasing cash reserves.
5. **Improved Demand:** Solid waste demand has improved, resulting in a \$6 million positive impact to rates in the proposed rate period. Additionally, the improved demand has helped build up cash reserves in 2017-2019 which are available for use in this rate study period. Increased demand has also contributed to increased contract expense.

### 1.1. Rate Drivers

Figure 1-1 breaks down the drivers of the rate increase by year followed by an overview of individual drivers. Positive numbers indicate drivers which increase rates, negative numbers indicate drivers which reduce rates. Chapter 3 provides a more detailed description of revenue requirement components.

Figure 1-1: Annual Components of Rate Drivers



### Changes in Demand Forecast

Customer counts and subscription levels affect revenues, costs and the required change in rates. The change in the demand forecast for this rate study is a significant driver and reduces the impact on customer bills by \$6 million.

### Contracts, Operations and Maintenance, and Taxes

Strong demand is accompanied by higher contract expense. However, savings from the 2019 solid waste collections contract offsets the higher contract expense in 2020. Following the first year, contract costs are expected to increase with demand, keeping in line with the City’s growth. 2020 O&M is expected to be \$49.3 million, with a \$2.5 million decrease from 2019 adopted rates due to savings in container costs from the collections contracts. These savings lower the total revenue requirement and drive down the solid waste rate path. Total taxes are expected to rise slightly as the result of an anticipated increase to revenues.

### Capital Financing

Annual capital financing expense fluctuates considerably, with higher financing expense relative to the prior year in 2020 (\$5.6 million higher), a \$7.7 million increase in 2021, and a significant decrease in 2022 (\$12.2 million lower). These fluctuations are primarily related to changes in CIP spending levels and exclusive use of operating cash to fund expenses from late 2019 through the remainder of the rate period. The increased use of cash to finance the CIP is due to the fact that proceeds from the 2016 SWF bond issue are exhausted in early 2020 and sufficient cash reserves are available to substantially fund the remainder of spending throughout the period (see Other Funding Sources below).

### Other Funding Sources

Other funding sources include asset sales, recycling commodity revenue, miscellaneous revenues, Rate Stabilization Fund (RSF) withdrawals, and cash contributions. Cash reserves built up in 2017 and 2018, combined with excess revenues generated by meeting the debt services coverage ratio (DSC) binding constraint will be used to fund capital expense once bond proceeds are exhausted in early 2020. There



are no RSF transactions anticipated during the 2020-2022 period. Recycling commodity revenue has decreased significantly in 2017 and 2018 due to the Chinese Blue Sky recycling ban, and depressed commodity rates are expected to continue throughout the proposed rate study period as a result.

## 1.2. Rate, Bill, and Financial Performance Impacts

Table 1-1 presents the change in the revenue requirement and the monthly impact of rate increases on typical residential can customers, a selection of dumpster customers, and self-haul customers.

With the exception of limited special charges, effective April 1, rate increases will apply to all base commercial, residential, and self-haul rates, with rates increasing by 3.0 percent in 2020, 2.9 percent in 2021, and 2.9 percent in 2022. Because the rate increase is only in effect for nine months of the year, an increase weighted for the April effective date and for rates which are not increasing is used. See Table 1-1.

Table 1-1: Proposed Solid Waste Revenue Requirements and Bill Impacts

	2019 Adopted	2020 Proposed	2021 Proposed	2022 Proposed
Rate Revenue Requirement (\$ millions)	\$206.8	\$217.6	\$224.5	\$231.8
Sample Bills				
Single-Family 32 gallon garbage, 96 gallon yardwaste, 96 gallon recycling	\$50.95	\$52.45	\$53.95	\$55.55
Multi-Family 3 cubic yard detach, 96 gallon foodwaste, 3 cubic yard recycling, typical of a 30 unit building	\$580	\$598	\$615	\$633
Commercial 3 cubic yard detach, option recycling, typical of a busy coffee shop or medium size restaurant	\$519	\$534	\$550	\$565
Self-Haul, per ton	\$145	\$149	\$153	\$157
Rate Increases				
Weighted, System-Wide		3.2%	2.9%	2.9%
April 1, Most Rates		3.0%	2.9%	2.9%

Financial performance of the Solid Waste Fund (SWF) was strong in 2018 and is projected to continue to be strong in 2019. The proposed rate increases will continue to maintain this financial strength, while also providing the lowest rates possible. Table 1-2 displays the current and projected financial performance for the SWF.

Table 1-2: SWF Financial Policy Performance 2018-2023 (\$ millions)

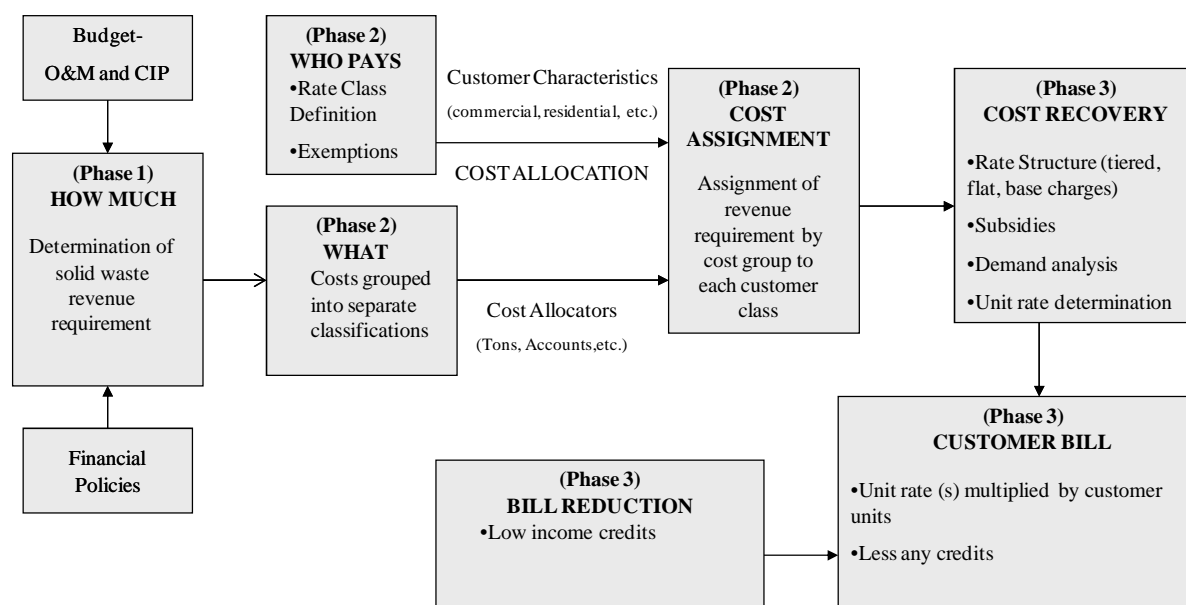
Policy	Target	2018 Actual	2019 Projected	2020 Proposed	2021 Proposed	2022 Proposed	2023 Estimated
Net Income	Generally Positive	\$5.0	\$4.8	\$6.1	\$5.0	\$3.3	\$3.4
Debt Service	1.7x (w Credit for Taxes)	3.50	3.21	3.41	3.38	3.36	3.41
	1.5x (w/o Credit for Taxes)	1.88	1.61	1.70	1.62	1.55	1.56
Cash Balance Year	Year-End Balance:	\$60.1	\$50.8	\$45.8	\$31.8	\$28.9	\$27.5
	20 days contract expense	\$5.9	\$6.2	\$6.4	\$6.7	\$7.0	\$7.3
	45 days operating expense	\$22.2	\$23.2	\$24.1	\$25.2	\$26.4	\$27.4
Cash Financing of	10% or \$2.5M (\$2003)	\$3.5	\$3.6	\$19.0	\$26.7	\$14.5	\$13.1
	Minimum	\$3.4	\$3.5	\$3.6	\$3.7	\$3.8	\$3.9

## 2. INTRODUCTION

SPU finances the acquisition, operation, and maintenance of Seattle’s solid waste system through the Solid Waste Fund. As an enterprise fund, the SWF functions like a self-supporting business that must generate operating revenues, predominately through user charges (rates), which must be sufficient to cover all operating costs and meet financial policy targets. This document provides a summary of the 2020-2022 Solid Waste Rate Study. It examines the financial and policy issues of the SWF that affect rates. The Solid Waste Comprehensive Plan provides more information about the solid waste system in general.

### 2.1. Ratemaking Process Overview

The following diagram displays the phases involved in the development of solid waste rates:



Chapter 3 of this document discusses Phase 1 (Revenue Requirement). Chapter 4 addresses Phase 2 (Cost Allocation), while Chapters 5 and 6 discuss Demand and Rate Design, which are included in Phase 3.

### 2.2. Rate Setting Objectives

To set rates, SPU considers a number of factors to help evaluate policy and rate design decisions under consideration.

- Revenue Requirement: Solid waste rates should be sufficient to meet the SWF’s revenue requirement.
- Equity: Rates should reflect a fair apportionment of the different costs of providing service among groups of customers.
- Customer Payment of Cost of Service: Each customer class should generate sufficient revenue to cover both direct and indirect costs of service to the customer class over time.
- Conservation: The rate structures should encourage waste reduction and recycling activities.
- Rate Stability: Rate levels and structures should be changed in an orderly manner over time.

- Customer Understanding: The rate structures should be clear and understandable to the customer.
- Financial Stability: Revenue recovery from rates and other revenue sources should ensure financial stability, consistent with financial policies of the City.
- System and Administrative Costs: The rate structures should minimize long and short-term administrative costs, including customer service, billing, and contract administration.
- Rate Impact Mitigation: Mitigation of the impacts of solid waste rate increases to certain customers based on social or economic factors may be considered and implemented.

## 2.3. Financial Policy Overview

Financial policies provide a guiding framework for the finances of the solid waste utility. They represent a balance between the competing goals of fiscal conservatism through higher rates today and minimizing these same rates by spreading costs over time to future ratepayers. The direct effect of the policies is to determine the level at which solid waste rates shall be set, given estimated costs and demand, and to define the general manner in which the capital improvement program is to be financed.

The indirect effects of the policies are to:

- Shape the financial profile that the SWF presents to lenders and other members of the financial community;
- Establish the SWF's exposure to financial risk; and
- Allocate the SWF's costs between current and future ratepayers.

The current SWF financial policies were adopted by City Council in 2004 by Resolution 30695, except for the debt service coverage without credit for taxes policy which was adopted by Council in 2014 by Resolution 31516. The policies and associated targets are as follows:

### Financial Policy Rate Impacts

In any future year, the minimum revenue requirement is the lowest amount of revenue necessary to simultaneously satisfy all financial policies in that year. Typically, rates are set to just meet all financial policies in each year, with the financial target requiring the most revenue defined as the binding constraint. For the current rate study however, rates are set to smooth rate increases over the three-year path. As a result, additional revenue is generated in 2020-2022 which is then used to increase cash financing of the capital program. Operating Cash of 45 days is projected to become the binding constraint in 2023.

### Net Income

SPU targets generally positive net income. Positive net income is a contingency against projection variances and uncertainties regarding revenues. It is also a signal to bond rating agencies that the City is committed to establishing fees that cover costs.

### Debt Service Coverage Ratio

A higher debt service coverage ratio (DSC) means that more revenue is available after debt payments are made. This reduces financial risk and provides more flexibility to respond to revenue shortfalls.

The SWF has two coverage targets associated with two calculation methodologies:

- 1.7 times debt service cost in each year, with credit for City taxes

- 1.5 times debt service cost in each year, without credit for City taxes

The second policy was approved in 2014 to preserve the SWF's bond rating as the fund proceeded through its cyclical capital investment cycle. Under this policy, revenue used to pay taxes to the City is not considered available for making debt service payments. Under the bond covenant however, City taxes are subservient to debt payments.

#### Operating Cash Balance

The base policy is to maintain an operating cash balance of at least 20 days contract expense. The purpose of the cash balance target is to have sufficient cash on hand to pay operating expenses, taking into account the lag between cash disbursements and cash receipts, and to provide a reserve against projection variances. For 2018, the last year with actuals, contract costs for collection, transfer, and processing of solid waste amounted to \$108 million, resulting in a 20 days cash target of \$5.9 million. In 2020 the cash target is projected to be \$6.4 million.

Since 2015 SPU has sought to maintain higher year-end SWF cash balances on a planning basis, equivalent to 45 days of operating expense. The expectation is that this higher cash balance, combined with the more stringent debt service coverage ratio described above, will enable the SWF to better maintain its bond rating and will provide flexibility in the case of financial hardship or major policy changes. Under this unofficial policy, the cash target for 2018 was \$22.2 million. The projected cash target for 2020 is \$24.1 million.

#### Cash Contribution to the Capital Improvement Program (CIP)

The cash contribution to the CIP policy is the greater of 10 percent of total CIP expenses or \$2.5 million in 2003 dollars (as adopted by Resolution 30695 in 2004). This policy helps to prevent a rapid increase in debt levels and maintains a minimum investment into the system. The target in 2018, the last year with available actual expenditures, was \$3.5 million, the equivalent of \$2.5 million in 2003 dollars. The 2020 target remains at \$2.5 million in 2003 dollars, or \$3.6 million on \$24 million in CIP spending. SPU proposes, however, to increase cash contributions to CIP in order to keep debt levels and revenue required to meet debt service coverage obligations low.

Proposed 2020-2022 rates assume cash contributions to CIP in excess of targeted levels as proceeds from the 2016 revenue bonds will be exhausted in 2019 and SPU does not plan to issue additional debt during the rate period. Sufficient cash reserves exist to finance higher levels of CIP with operating cash, enabling the SWF to keep debt levels and revenue required to meet debt service coverage obligations lower.

### 3. REVENUE REQUIREMENT

The Rates Revenue Requirement is the total amount of revenues which must be recovered in a given year from direct service, or “rates” revenues. Rates revenues, together with other funding sources such as cash reserves and non-rates revenues, are used to pay the cash expenses associated with operating the Solid Waste system and to meet the Solid Waste Fund’s financial policy requirements (see Section 2.3).

Table 3-1 summarizes changes in the different components that make up the SWF rates revenue requirement from 2019 to 2022. The change in the 2020 revenue requirement throughout this section is relative to the planned 2019 revenue requirement from the 2017-2019 rate study, and change for 2021 and 2022 reflect changes against the previous year shown in the table.

Table 3-1: Components of the Change in the Solid Waste Revenue Requirement (\$ millions)

	2019 Adopted	2020 Proposed	Change	2021 Proposed	Change	2022 Proposed	Change
Expenditures (\$M)							
Operations & Maintenance (O&M)							
Contracts O&M	118.7	116.8	(2.0)	122.3	5.5	127.8	5.5
Other O&M	46.5	49.3	2.8	52.3	3.0	55.2	2.9
Clean City Expense	8.2	0.0	(8.2)	0.0	0.0	0.0	0.0
Total O&M	173.5	166.1	(7.4)	174.5	8.5	183.0	8.5
Taxes	28.2	29.9	1.7	30.7	0.8	31.6	0.9
Capital Financing							
Cash Financing (Policy Min.)	3.5	3.6	0.1	3.7	0.1	3.8	0.1
Cash Financing (Additional)	9.1	15.4	6.3	23.0	7.6	10.7	(12.3)
Debt Service	16.2	15.4	(0.8)	15.4	(0.0)	15.4	(0.0)
Total Capital Financing	28.8	34.4	5.6	42.1	7.7	29.9	(12.2)
Other Financial Policies	(7.2)	(0.0)	7.2	0.0	0.0	0.0	0.0
Total SWF Funding Requirement	223.3	230.4	7.0	247.3	17.0	244.4	(2.9)
Other Funding Sources							
Clean City Reimbursement	(8.2)	0.0	8.2	0.0	0.0	0.0	0.0
Prior Year Operating Cash	0.8	(5.0)	(5.8)	(14.0)	(8.9)	(2.9)	11.0
RSF Deposit (Withdrawal)	(4.5)	0.0	4.5	0.0	0.0	0.0	0.0
Non-Rates Revenue	(12.9)	(7.7)	5.2	(8.8)	(1.1)	(9.7)	(0.9)
Total Other Funding Sources	(16.6)	(12.7)	3.8	(22.8)	(10.1)	(12.6)	10.1

Net Rates Revenue Requirement	206.8	217.6	10.8	224.5	6.9	231.8	7.2
-------------------------------	-------	-------	------	-------	-----	-------	-----

2019 may not match documents included with the 2017-2019 Rate Study or SBP. Categories have been adjusted to be comparable to Proposed rates.

The Expenditure section of Table 3-1 presents the operating fund cash spending components that make up the SWF Funding Requirement. Sometimes the SWF must generate MORE revenue than needed to fund cash expense in order to meet all financial policy targets. The Other Financial Policies section of the table presents any additional revenues required to meet policy targets in excess of cash expense. The Other Funding Sources section presents non-rates sources of funding which reduce what must be recovered through direct service rates.

Under the current proposal, the SWF rates net revenue requirement rises from \$206.8 million in 2019 to \$231.8 million in 2022, with annual increases of \$10.8 million in 2020, \$6.9 million in 2021, and \$7.2 million in 2022. Expenditure increases are driven primarily by increased contract expense and to a lesser degree, increased tax expense. 2020 branch O&M, or SPU’s expenses for equipment, salaries, etc., is up \$2.8 million from 2019 adopted rates, with additional largely inflationary increases in 2021 and 2022.

There is a slightly negative net impact of changes in capital financing across the rate period, although year-on-year fluctuations are significant after 2016 bond proceeds are exhausted in 2019. Cash reserves generated in prior years are used to fund capital projects in lieu of issuing new debt, effectively neutralizing the negative impact that increased capital cash financing would have on the rates revenue requirement.

The following sections include more detailed descriptions of the components of change in the rates revenue requirement. While not direct drivers of the revenue requirement, demand, rate discounts, and the timing of rate increases do impact the level of rates. Further discussion of these impacts follows the discussion of revenue requirement components.

### 3.1. Operations and Maintenance (O&M)

Adopted 2019 rates assumed \$118.7 million in contract O&M. 2020 contract O&M is projected to decrease slightly to \$116.8 million, mostly due to the new collections contracts negotiated in 2019.

The Other O&M expenditure requirement includes a portion of administrative expense (i.e. finance, customer service, etc.) that the SWF shares with the other SPU funds and other City departments, as well as direct solid waste operating expense. Other O&M does not include debt service or taxes, which are discussed below.

The \$2.8 million increase between 2019 adopted rates and 2020 proposed rates is primarily due to increases in labor and overhead, as well as additional fleet, inventory and maintenance required as a result of increased activity at the transfer stations. Inflationary increases add to the O&M increases in 2021 and 2022.

### 3.2. Taxes

Table 3-2 presents the projected change in SWF tax expense between 2019 and 2022. SWF tax expenses include state and city taxes on revenues and City tonnage taxes (transfer tax).

Table 3-2: Taxes (\$ millions)

	2019 Adopted	2020 Proposed	2021 Proposed	2022 Proposed
<b>Solid Waste Utility Tax</b>				
Solid Waste Utility Tax	20.9	21.8	22.5	23.2
Tonnage Tax	4.5	4.6	4.7	4.7
<b>Total City Taxes</b>	<b>25.4</b>	<b>26.4</b>	<b>27.1</b>	<b>28.0</b>
<b>State B&amp;O Tax</b>				
State B&O Tax	3.2	3.4	3.5	3.6
<b>Total Taxes</b>	<b>28.6</b>	<b>29.8</b>	<b>30.6</b>	<b>31.6</b>
<b>State Refuse Tax</b>				
State Refuse Tax	5.4	5.6	5.8	6.0

City and state revenue taxes increase with increased revenue. The City's solid waste utility tax rate for the current proposal is planned at 14.2 percent, unchanged since April 1, 2017.

The tonnage tax is a City-levied per-ton tax on non-recycling solid waste transferred for disposal in Seattle. SPU pays the tax as both a collector of solid waste and an operator of a transfer station in the City. The tax is also paid by other entities for the non-contract tons they transfer within the City limits. The tax is paid to the City's General Fund. Solid waste rates are set to recover the cost of paying the tonnage taxes to the City.

Since 2005, the SWF has classified state refuse tax expense as a payable rather than an expense. As such, these taxes (both the expense and the revenue associated with them) are not included on the SWF income statement included in Appendix A Statement of Operating Results. This procedure has no effect on the net income of SWF, as both revenue and expense are reduced equally. However, these taxes are included in Table 3-2 for informational purposes.



### 3.3. Capital Financing Expense

SWF capital projects are funded through a combination of current cash (from direct service and non-rates revenue) and debt financing (revenue bonds). Under the proposed rates, once bond proceeds are exhausted in early 2020, the remainder of CIP for the rate period will be cash financed. CIP through 2022 includes completion of the South Recycling Center, the South Park remediation projection, and the SWF’s shared portion of City-wide IT upgrades. Total planned capital spending for the rate period is \$60 million.

Annual capital financing expense fluctuates considerably, with lower financing expense relative to the prior year in 2021 (\$0.9 million lower) and 2022 (\$8.9 million lower) but a significant increase in 2020 (\$11.0 million) relative to 2019. These fluctuations are primarily related to changes in CIP spending levels and exclusive use of operating cash to fund expenses from late 2017 through the balance of the rate period.

Table 3-3 presents capital spending (CIP) and financing assumptions during the rate period and how this financing impacts rates.

Table 3-3: Change in Cash Financing of the CIP (\$ millions)

	2019 Adopted	2020 Proposed	2021 Proposed	2022 Proposed
Total CIP	12.6	19.0	26.7	14.5
<u>Cash Financial Policy Minimums</u>				
\$2.5 million (2003 nominal \$), Or;	3.5	3.6	3.7	3.8
10% of CIP	1.3	1.9	2.7	1.4
Active Financial Policy Minimum	3.6	3.6	3.7	3.8
<u>CIP Financing Breakdown</u>				
Cash Financed	12.6	19.0	26.7	14.5
Debt Financed	-	-	-	-
Cash Financed %	100%	100%	100%	100%
<u>Cash Financing Detail</u>				
Financial Policy Minimum	3.5	3.6	3.7	3.8
Additional Incremental	9.0	15.4	23.0	10.7
Total Cash to CIP	12.6	19.0	26.7	14.5
<u>Debt Service Detail</u>				
Interest	9.0	8.4	8.0	7.7
Principal	7.3	7.0	7.4	7.7
Total Debt Service	16.2	15.4	15.4	15.4
<u>Rate Drivers</u>				
Change in Cash Financing		6.4	7.7	(12.2)
Change in Debt Service		(0.8)	(0.0)	(0.0)
Total Rate Impact		5.6	7.7	(12.2)



## Debt Service

The prior rate study planned for a \$35 million debt issue, which was completed in 2016.

SPU does not expect to issue additional SWF debt during the proposed rate period. Additional information will be available after the update of the Solid Waste Management Plan is completed in 2020. Therefore, debt service remains nearly flat throughout the rate period. Keeping debt service low by financing as much CIP as possible through cash instead of debt will minimize the amount of revenue the SWF will need to raise in future years to satisfy debt service coverage financial policies.

## Cash Financing

As discussed in Chapter 2, the minimum cash contribution to the CIP is the greater of 10 percent of the CIP in a given year or \$2.5 million (in 2003 nominal dollars converted to current nominal dollars). During the proposed rate period, the \$2.5 million target (\$3.6 to \$3.8 million per year in rate period nominal dollars) is the larger of the two targeted amounts, equating to a minimum financial target cash contribution of \$11.1 million during the proposed rate period.

However, the SWF is projected to fund the majority of its \$60 million in capital expenditures with operating cash between 2020 and 2022. SPU has chosen to not issue additional debt when the 2016 bond issue proceeds are exhausted in early 2020 in order to minimize the need for future debt issues and rate increases driven by debt service coverage. SWF cash reserves are sufficient to fund this increased capital financing expense due to a 2015-instituted change in the way that the fund calculates debt service coverage (see 3.4 Financial Policies below), as well as strong operating results in 2017 and 2018 which contributed to higher cash reserves entering the new rate period than were anticipated at the time the 2017-2019 rates were adopted.

## 3.4. Financial Policies

The impact of financial policies on the revenue requirement varies depending on which target is binding (see Section 2.3 for further discussion of financial policies and binding constraints). Revenues must be sufficient to cover all cash operating expense AND to meet net income, debt service coverage, cash contribution to CIP and operating cash balance targets. Where the binding constraint is meeting cash targets, rates are set so that revenues will just equal cash expense AND retain minimum operating cash balances. Where the binding constraint is net income or debt service coverage, revenues will be greater than cash expense. This “extra cash” may be used to fund operating cash contributions to the CIP in excess of targeted levels or may be used to increase cash reserves, or some combination of the two.

Debt service coverage has been the binding constraint since 2015, with the adoption of the new 1.5x debt service coverage target. However, as discussed in Chapter 2, the Solid Waste fund is using additional cash from the proposed rates to fund cash contributions to the CIP, and driving to the binding constraint of meeting cash targets in 2023, the end of the Strategic Business Plan period.

Although cash contributions to the CIP are significantly higher than financial policy targets, this incremental expense is not driven by financial policy requirements. Rather SWF bond proceeds will be depleted in early 2020, and from that point all CIP will be paid for by cash instead of another debt issue in an effort to keep the debt service obligation low. Therefore, the higher levels of cash financing in 2020 and 2021 are actually a spending requirement.

In 2023 cash contributions to CIP will have depleted operating cash below the minimum requirement and an RSF withdrawal will be required.

### 3.5. Other Funding Sources

A significant portion of the total solid waste system funding requirement is paid with by other funding sources including operating cash balances, Rate Stabilization Fund withdrawals, and other operating and non-operating non-rates revenues. On aggregate, these non-rates funding sources are expected to increase by \$3.8 million in 2020, decrease by \$10.1 million in 2021, and increase by \$10.1 million in 2022.

Following is a discussion of each of the other funding sources.

#### Prior Year Operating Cash

Revenue generated by rates is used to fund current operating expenses, maintain a cash balance as a safeguard against unexpected expense, and to fund a portion of the current capital program. A rate may be set to increase, hold constant, or decrease the SWF’s operating fund cash balances. Decreasing, or drawing down a cash balance in a given year lowers the rates in that year as that cash does not need to be received through rate revenues. However, just like other funding sources, what affects rates is not the level in any one year, but the year to year change in funding from that source.

Table 3-4 presents both how cash is used (drawn down or increased) in each year as well as the year-on-year change in use of cash. Positive changes (generating more cash than the prior year) increase rates. Negative changes (using more cash than in the prior year or generating smaller increases) reduces rates.

Table 3-4: Proposed Changes to Cash Balances (\$ millions)

	2019 Adopted	2020 Proposed	Change	2021 Proposed	Change	2022 Proposed	Change
Operating Cash							
Net Cash from Operating Activities	0.8	(5.0)	(5.8)	(14.0)	(8.9)	(2.9)	11.0
Additional Cash from Financial Policies	-	-	-	-	-	-	-
Change in Cash Balance	0.8	(5.0)	(5.8)	(14.0)	(8.9)	(2.9)	11.0
Starting Balance	22.8	50.8		45.8		31.8	
Ending Balance	23.6	45.8		31.8		28.9	

Some totals may not add due to rounding

Stronger than anticipated operating performance during 2018 and 2019 (projected) has resulted in projected cash balances at the beginning of the rate period that are above the minimum policy requirements.

Starting in 2020, cash reserves are diverted to financing CIP expense for the proposed rate period, with balances drawn down by \$9.7 million that year, \$10 million in 2021, and \$2.4 million in 2022, significantly reducing the amount of revenue that needs to be recovered through rates.

#### Rate Stabilization Fund Withdrawals

The 2013-2016 Solid Waste Rate Study established policies around the use of a Rate Stabilization Fund (RSF) for the SWF. The RSF was intended to help provide rate stability during a four-year rate period. RSF balances rose to \$36 million (as of December 2018) on strong fund performance and are projected to end 2019 at approximately the same level. Withdrawals from the RSF are authorized in the event that the SWF would miss a financial target.

Rates have been set to fund CIP with cash above the minimum financial policy. Through the 2019-2022 period, diversion of cash to CIP will gradually place pressure on the 45-day operating cash balance policy. By the end of the Strategic Business Plan period in 2023, 45-day operating cash will be the binding constraint at \$27.5 million. The Solid Waste Fund does not anticipate requiring a RSF withdrawal during this rate period to meet financial policies.

Table 3-5: Proposed Changes to the Solid Waste RSF (\$ millions)

	2019 Approved	2020 Proposed	Change	2021 Proposed	Change	2022 Proposed	Change
Rate Stabilization Fund							
Starting Balance	19.0	36.3	17.3	36.3	-	36.3	-
Withdrawal to Fund Debt Service Coverage	-	-	-	-	-	-	-
Withdrawal to Fund Operating Cash Balance	(4.5)	-	4.5	-	-	-	-
Ending Balance	14.5	36.3	22.8	36.3	-	36.3	-

#### Non-Rate Revenues

Non-rate revenues are current year revenues including recycling commodity revenue, miscellaneous transfer station revenues, reimbursements from King County, the City's General Fund and Seattle City Light, operating and capital grants, interest income and other miscellaneous revenues. As presented in

Table 3-6 below, non-rates revenues are projected to decrease by \$5.2 million in 2019 relative to the assumption for these revenues when 2019 rates were set, and then remain relatively flat during the 2020-2022 rate period, increasing by \$1.1 million in 2021 and \$0.9 million in 2022.

Table 3-6: Solid Waste Non-Rates Revenues (\$ millions)

	2019 Approved	2020 Proposed	2021 Proposed	2022 Proposed
<b>SPU Sources</b>				
Recycling Commodity	7.2	1.9	2.8	3.8
Other Misc.	1.5	1.7	1.7	1.7
Investment and Other	0.4	0.7	0.6	0.5
<b>City and County</b>				
LHWMP	3.0	3.4	3.5	3.7
Seattle City Light	0.8	0.1	0.1	0.1
<b>Total Non-Rates Revenues</b>	<b>12.9</b>	<b>7.7</b>	<b>8.8</b>	<b>9.7</b>
<b>Change</b>		<b>(5.2)</b>	<b>1.1</b>	<b>0.9</b>

The largest categories of non-rates revenues are the recycling processing revenues and the Local Hazardous Waste Management Program (LHWMP) reimbursement.

### Recycling Processing Revenues

Recycling processing revenues are paid by the City’s recycling processing contractor to SPU based on contract indices for different types of commodities in the recycling stream. Recycling processing expense paid by SPU is reported under contract expense. Recycling processing revenues have been significantly affected by China’s Blue Sky recycling ban that took effect at the beginning of 2018. As a result, the uncertainty involved with the current recycling market is one of the largest areas of risk during the proposed rate study period. Recycling processing is currently estimated to generate \$1.9 million in 2020, \$2.8 million in 2021, and \$3.8 million in 2022, with commodity prices projected to slowly recover as new recycling markets are developed. This contract will be in effect until 2027 with City opt-outs in 2021 and 2024.

## 3.6. Other Factors Impacting Rates

While not direct drivers of the revenue requirement, demand, rate discounts, and the timing of rate increases impact the level of rates.

### Demand

Customer counts, tons and subscription levels affect revenues and the required change in rates from year to year. Tonnage decreases reduce costs in some cases, but also reduce the number of units to which the costs are allocated. The exact impact on rates depends on the relative changes in cost and revenue. In the first year of a rate study, changes from prior projections are reflected as major rate drivers. Subsequent years see less drastic change as the new baseline is used. For 2020, the change in

the demand forecast from 2017-2019 Rate Study assumptions is the largest deviation, and therefore the most significant rate driver. The 2020 demand components that have varied the most from earlier projections include:

- Residential: Reduced container sizes among curbside garbage customers has been more than offset by increased demand for on-site detach service and organics service. Organics service was especially helped by the foodwaste ban (Ordinance 124582) which became effective in 2015.
- Commercial: A strong economic recovery pushed commercial demand significantly up, particularly among drop box customers. Revenue was five percent higher than expected in 2018 compared to the 2017-2019 Rate Study. Demand is expected to decrease slightly over the rate study period.
- Self-Haul: Self-Haul demand is significantly higher than was planned in the prior rate study. There was a much larger than anticipated increase in demand from 2016 to 2017 as a result of the North Transfer Station opening. Transfer station tonnages recovered more quickly than previously assumed, leading to \$5 million more revenue than planned in 2018.

These factors are further explained in detail in Chapter 5, Demand.

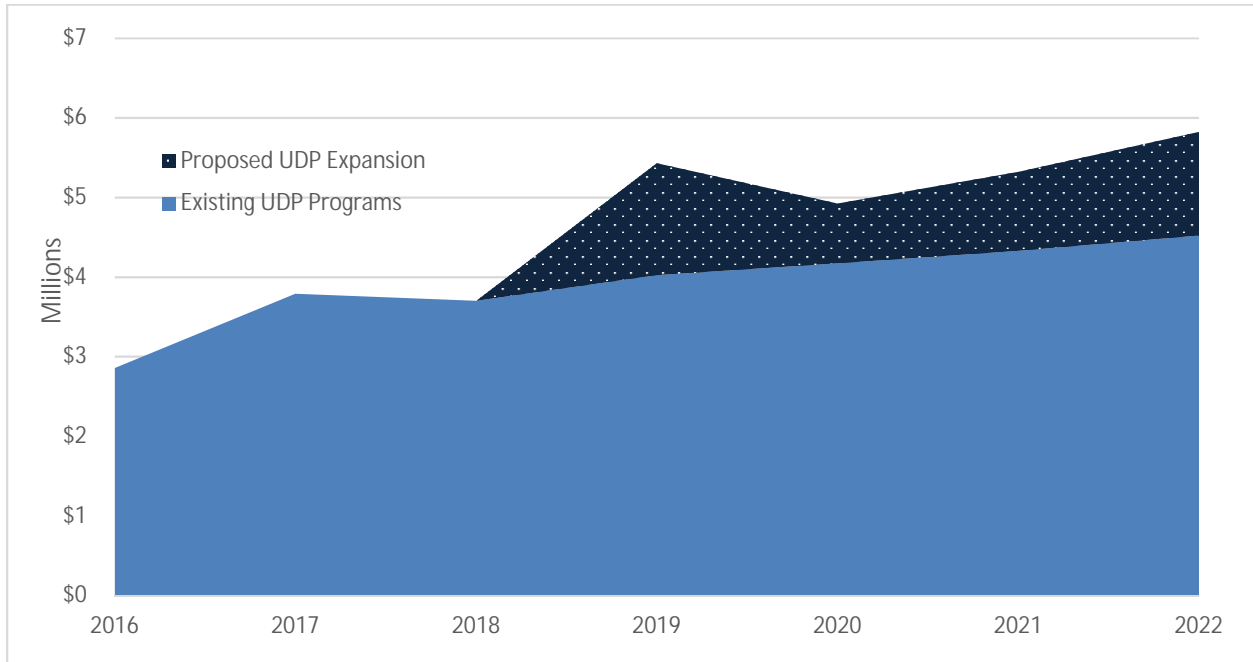
#### Utility Discount Program (UDP)

Like other demand components, changes in customer participation in the Utility Discount Program do not affect the SWF revenue requirement, but do affect the rate increase. Increased participation in the program reduces revenues as more households pay at a discounted rate. The reduction in revenue must be made up through an increase in standard rates.

Due to expanded enrollment UDP reduced solid waste residential revenue by 1.8 percent in 2018, a slightly larger reduction than the 2012-2017 average of 1.4 percent. If the UDP program were not expanded as proposed, revenue reductions of 1.8 percent going forward would be expected. The latest UDP expansion proposal reduces revenue by additional \$3 million over the 2020-2022 period due to efficiencies in delivering the UDP program; projected enrollment is still assumed to increase based on policy targets set by Mayor and City Council. See Figure 3-1 for a breakdown and forecast of existing and proposed additional UDP revenue reductions resulting from these efficiencies.



Figure 3-1: Existing and Additional UDP Revenue Reductions



## 4. SOLID WASTE COST ALLOCATION

After revenue requirements have been calculated, the cost allocation process assigns them to individual customer classes. This process estimates the true cost of serving different types of customers and provides the foundation for rate design, although actual rates may vary from the assigned cost allocations because of other (often times competing) ratemaking and policy considerations.

The cost allocation process can be broken into three basic steps:

- Group Costs into Cost Centers
- Develop Allocation Factors
- Allocate Costs to Customer Classes and Rates

### 4.1. Cost Centers

Solid waste costs are divided among various cost centers. All budget activities, as well as current and future budget additions, are assigned to a cost center based on primary function. Costs for contracts, taxes, and bond interest are modeled based on the latest projections for tons, subscriptions, revenues and CIP spending, and are then assigned to cost centers. Table 4-1 shows a list of cost centers.

Table 4-1: Solid Waste Cost Centers by Category

SPU Branch O&M	Contract Expense	Taxes	Non-Rates Revenue	Capital Financing and Other
Residential Billing	Single Family Garbage	Utility Tax	General Fund	BIA
Transfer Station Billing	Single Family Compost	Tonnage Tax	Investments and Interest	Cash to CIP
Landfills	Single Family Recycling	State Taxes	Grants	Debt Service
Waste Reduction (All)	Commercial Garbage		Change in Cash	
			Change in Rate Stabilization	
Waste Reduction (Residential)	Commercial Compost		Fund (RSF)	
G&A – General	Commercial Recycling		Recycling Commodity	
G&A - Contract Management	Multi Family Garbage		Other Misc.	
Hauling (All)	Multi Family Compost			
Compost Processing	Multi Family Recycling			
Transfer Station Operations	Long Haul Disposal			
HR	Garbage Processing			
	Recycling Processing			
	Organics Processing			
	Local Hazardous Waste			
	Management Program			
	(LHWMP)			

### 4.2. Develop and Assign Allocation Factors

Once costs are grouped, each cost center is assigned an allocation factor (See Appendix B for a complete listing of allocation factors for each Cost Center). Allocation factors are multipliers that allocate cost centers into individual customer classes and eventually rates. The basis for allocation differs by cost center, but always seeks to logically assign each rate its fair share of the cost of providing a service based on known data. Costs are allocated using allocation factors which are based on the following:

## Tonnage

Many solid waste costs, such as contractor payments for recycling processing or garbage transfer and disposal, are directly related to tons collected or disposed. Costs are allocated based on the tonnage per rate. Tons may also be used to allocate certain other costs even though there is not a direct relationship between the given cost and tons collected or disposed. Specific garbage, organics, or recycling tonnage allocators are used to allocate waste stream specific costs, such as recycling processing.

## Volume

Multi-family and commercial contracts incur cost based on the volume of service subscribed to by customers. For example, fees paid to the Local Hazardous Waste Management Program (LHWMP) are based on the total volume of customers' subscriptions. Detach (Dumpster) customers subscribe to a particular size and collection frequency of dumpster, and contractors charge SPU based on a similar formula. When costs are incurred based on volume, it is used to distribute those costs to individual customer classes.

## Customer Counts and Trips

This allocation method is used when the cost of service, such as billing expenses, is related to the number of households or accounts rather than tonnage or another measure of how much service a customer receives. Transfer station billing costs are allocated based on trip counts, since each trip incurs the same cost to billing.

## Management Estimates

Some allocations are based on management estimates of time spent serving different customer classes. Such estimates help determine the full cost of service for the class. For example, workload estimates are used to allocate inspection costs and in conjunction with tons, allocate transfer station costs.

## Direct Assignment

Where solid waste costs benefit only one customer class, direct assignment to that class of such costs is appropriate.

## Proportional Assignment (Revenue Requirement Shares)

This method assigns costs in proportion to the sum of other allocated costs. The rate proposal uses this allocation method to assign costs such as general and administrative costs.

## Revenue

Costs which are incurred based on how much revenue is earned are allocated by total revenue. State taxes are an example.

## Ad Hoc

Often no single method is appropriate for allocating costs so a combination of other allocation factors is formulated to best fit the type of costs.

## 4.3. Customer Classes

Solid waste ratepayers are divided into 4 sectors which are divided into 10 total classes. Cost allocation is done at the class level and aggregated up to the sector level, and is presented in the results below at the sector level. See Table 4-2 for a breakdown of these classes. Recycling service is available at no additional charge to all customers.

Table 4-2: Solid Waste Customer Classes

Sector	Class
Residential	Curbside (Single-Family, Can/Cart)
	On-Site (Multi-Family, Detach)
	Recycling (Curbside or On-Site)
Commercial	Non-Dropbox (Can/Cart and Detach)
	Dropbox (On-Demand Large Scale Service)
	Recycling (Limited Service)
Organics	Curbside (Yardwaste)
	On-Site (Foodwaste)
Transfer Stations	Garbage
	Organics

### Residential Sector

This customer sector consists of garbage and recycling services for all single-family and multi-family households in the City (Organics service is a separate sector discussed below). This sector is further broken down into the following subgroups for rate-setting purposes: Curbside Can/Cart (Single-Family) and On-Site Detach (Multi-Family).

Single-family residences receive weekly curbside garbage collection and bi-weekly recycling collection. Multi-family buildings are generally serviced using dumpsters, and are required to have garbage service of sufficient size and collection frequency to meet the needs of the building.

### Commercial Sector

This sector covers all non-residential subscribers to garbage collection services. Businesses may subscribe to can, dumpster, or drop box collection services at SPU's commercial rates. SPU offers limited recycling service to small businesses, but for the most part commercial recycling is not part of the City-provided services.

### Organics Sector

SPU offers curbside and on-site organics service. Curbside service is regular, weekly pickup of yardwaste containers from single family residences and is the most common organic service offered. Weekly on-site collection for multi-family buildings is offered to handle foodwaste. Foodwaste is denser and thus more costly to process by volume, so rates for foodwaste service are higher than those for yardwaste. SPU also offers commercial organics service, but the vast majority of this market is served privately.

## Recycling and Disposal Station (Self-Haul) Sector

These customers include residences and businesses that bring garbage and recyclable materials (including yard waste and wood waste) to the City’s Recycling and Disposal Stations

### 4.4. Allocation Results

Table 4-3 shows the percentage of the total revenue requirement allocated to each customer sector, by year, using the allocation factors by cost center presented in Table 4-3.

Table 4-3: Cost to Serve Each Customer Sector

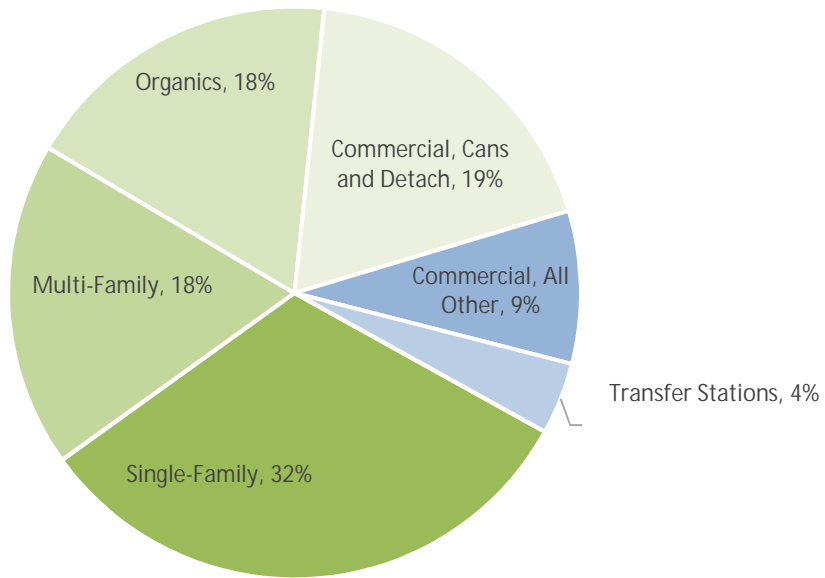
Sector/Class	2019	2020	2021	2022
<b>Residential</b>				
Single-Family Curbside Garbage	25.3%	23.5%	23.4%	23.3%
Recycling	7.5%	8.8%	8.8%	8.7%
Single-Family Garbage & Recycling	32.8%	32.2%	32.2%	32.0%
Multi-Family On-Site Garbage	15.1%	12.3%	12.3%	12.3%
Recycling	6.1%	6.2%	6.2%	6.1%
Multi-Family Garbage & Recycling	21.2%	18.5%	18.5%	18.4%
Organics (Single and Multi-Family)	16.5%	17.9%	18.0%	18.2%
Residential Total	70.6%	68.7%	68.7%	68.6%
<b>Commercial</b>				
Cans and Detach	20.2%	18.6%	18.6%	18.7%
Dropbox	4.3%	8.2%	8.2%	8.2%
Commercial Organics	0.5%	0.4%	0.4%	0.4%
Commercial Recycling	<0.1%	<0.1%	<0.1%	<0.1%
Commercial Total	25.0%	27.3%	27.3%	27.3%
Transfer Stations	4.4%	4.1%	4.1%	4.1%

All sectors have a stable allocation of costs throughout the entire rate period. A decrease in costs allocated to garbage is primarily a result of an update to the allocation methodology regarding tonnage taxes and Clean City program activities. Prior to 2018, Clean City expenses were incurred by SPU to later be reimbursed by the General Fund. Currently, Clean City expenses are a General Fund expenditure and have no impact to the Solid Waste revenue requirement. This update has resulted in the cost of the Clean City program to be removed from the allocation process and reflects a decrease in garbage costs for most sectors. Commercial dropboxes are the exception, as increased demand due to construction activity has resulted in higher costs for the class.

Although a new collections contract took effect in 2019 that affect the current rate study period, its cost structure is very similar to the prior contract and does not significantly alter the cost distribution going forward. Thus, the customer class allocation above is very similar to that calculated for the 2017-19 Rate Study.

See Figure 4-1 for a graphical breakdown of Revenue Requirement shares.

Figure 4-1: Allocation of Solid Waste Revenue Requirement (2022)



## 5. DEMAND

After the revenue requirement is set and those costs have been allocated to specific customer classes, they can be divided by units to get rates. For solid waste however, units of demand is not a singular number but is instead made up of can subscriptions, account fees, pickup, volume, and tonnage charges, among others. As a result, the demand forecast projects out the demand and resultant revenue for individual rates and rolls them up to the customer class level. Demand also impacts the revenue requirement itself, as demand forecasts form the basis for projected contract expense.

Figure 5-1: Tonnage Forecast

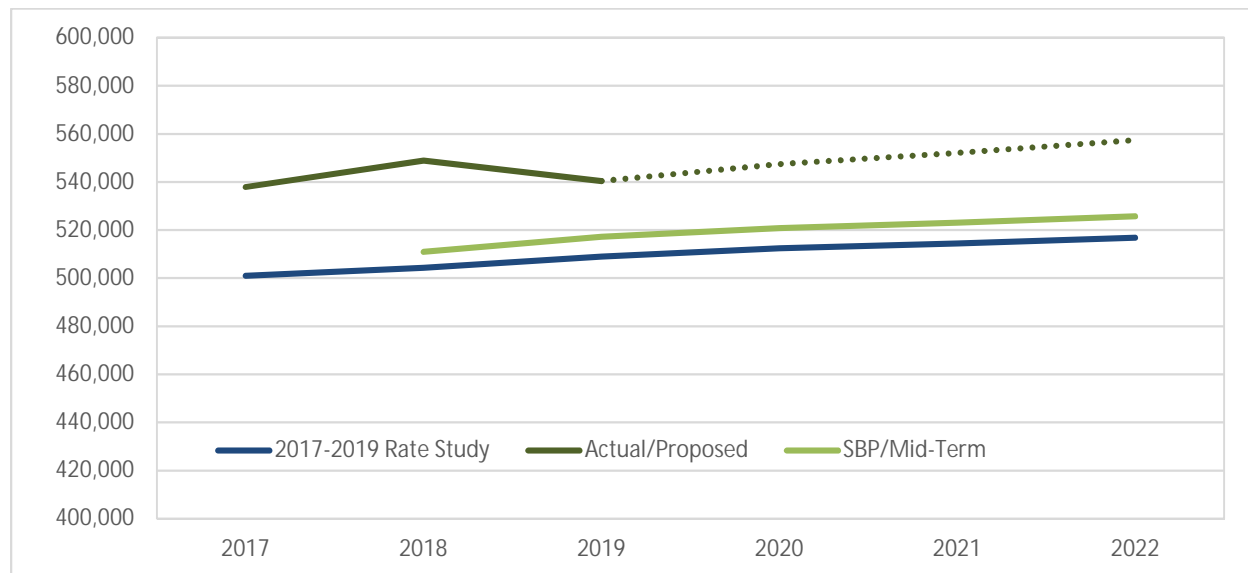
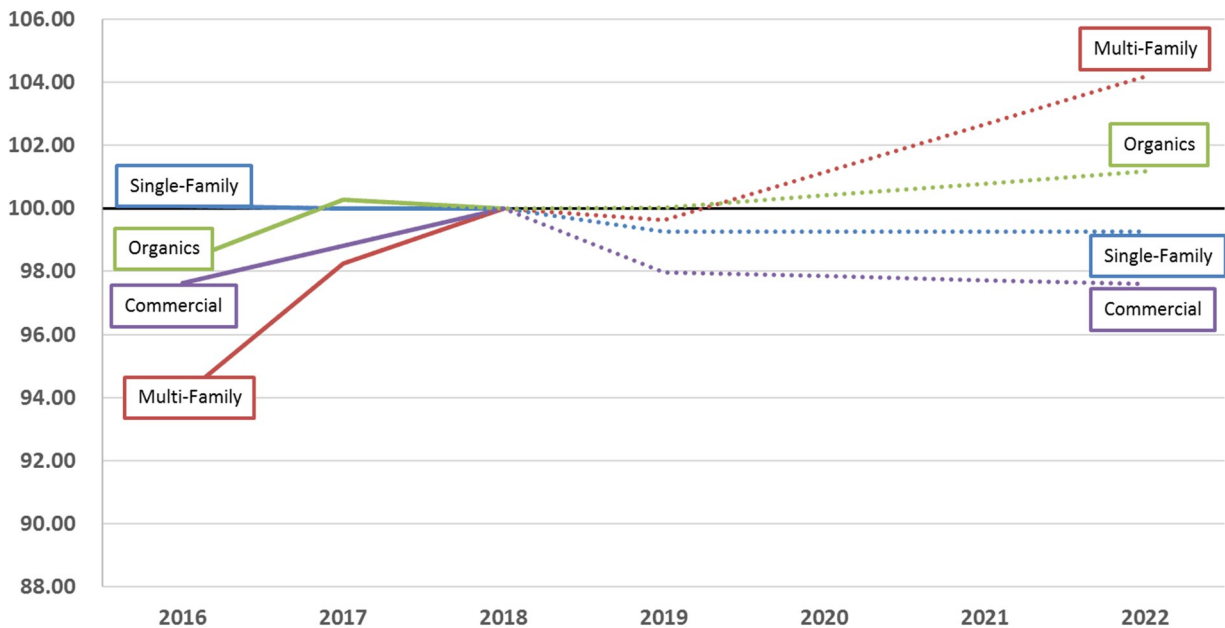


Figure 5-1 shows tonnage (combined garbage, organics, and recycling) as predicted during the last rate study, the SBP, and the latest actuals with the proposed tonnage forecast. While tonnage is not a driver of revenue, since customers subscribe to solid waste service based on volume, it is an adequate proxy for a general overview of demand. Actual tonnage was higher than predicted for 2017 and 2018, due to local economic expansion as well as tonnage increases with the re-opening of the North Transfer Station. Since 2017, the higher than expected tonnages have been a driver behind higher than expected revenues and higher than expected cash balances in the SWF.

Into the future, tonnage is not expected to change significantly. Total tonnage is expected to rise three percent from 2019 to 2022, but garbage tonnage excluding the transfer stations is expected to remain constant at 240,000 tons per year.

Figure 5-2: Normalized Solid Waste Volume Index (2018 = 100) by Customer Sector



While overall tonnage is expected to increase slightly, there are significant differences among the individual components. Single-family garbage is projected to decline due to conservation and waste reduction with a 0.9 percent reduction in average residential can sizes. Commercial volume has experienced an uptick compared with the prior rate study period due to increased economic activity but is projected to decrease and remain flat as construction activity slows. Multi-family volume is expected to increase by four percent and organics by over one percent. While increased organics volumes appear to offset volume declines in the single-family and commercial sectors, it is not an offset in terms of revenue as organics rates per volume are lower than those for garbage by design to encourage diversion. Furthermore, part of the volume decline for these two sectors is diversion to recycling, which is free to the customer. See Table 5-1 for a full breakdown of projected volume and tonnage changes.

Compared to the level of demand assumed in proposed rates, 2019 is projected to see a seven percent increase in tonnage and a 0.4 percent increase in volume.

As noted in the introduction to this Section, solid waste “demand” encompasses multiple factors. Table 5-1 below presents changes in demand for each customer sector for the primary variables of demand.



Table 5-1: Projected Solid Waste Demand Changes 2019-2022

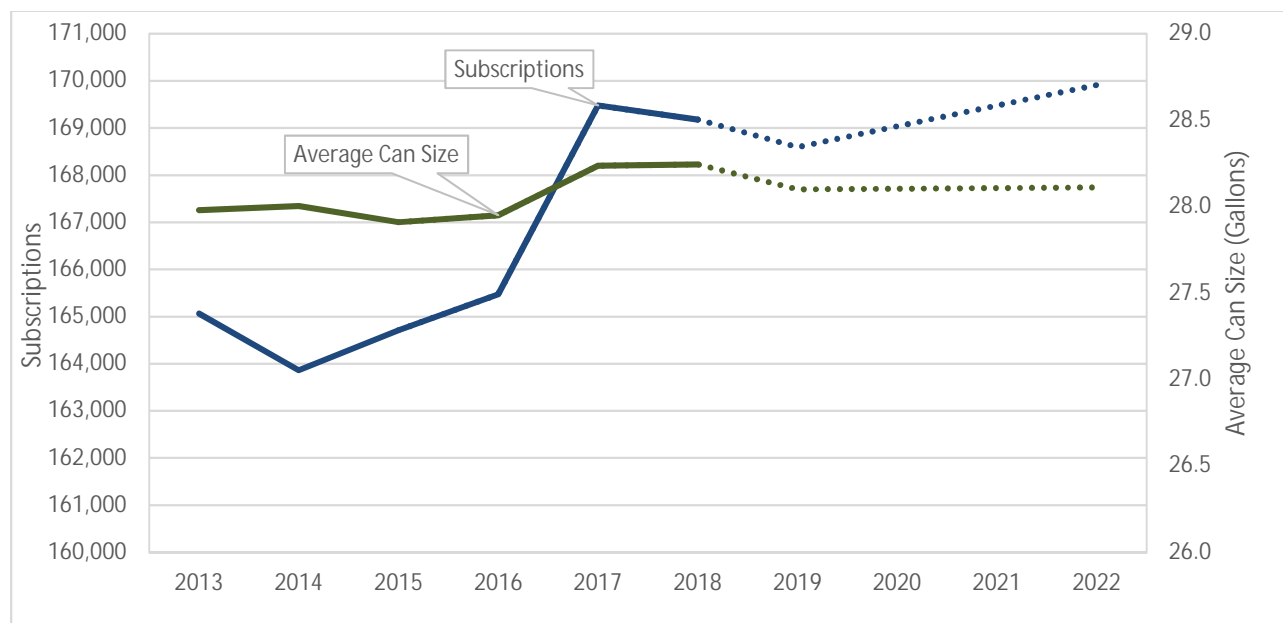
Sector	Customer Count	Volume	Tonnage
Residential Curbside (Single-Family)	0.8%	0.0%	0.0%
Residential On-Site (Multi-Family)	4.6%	0.6%	4.7%
Commercial	1.9%	-0.4%	2.9%
Organics	4.2%	1.1%	5.1%

A more in depth explanation of each of these revenue sectors follows.

### 5.1. Residential Curbside (Single-Family)

Single-Family and multi-family buildings are served by regular weekly curbside can or cart collection. Starting in 2014, subscription counts increased for single-family, driven mainly by growth in the region. In 2017, SPU transitioned to a new billing system, which modified the way subscriptions were counted for certain premises. This change led to an increase in number of subscriptions. Service counts slightly declined in 2018 and are projected to stay relatively flat during the proposed rate period. Can sizes have been stable since 2013 and are projected to stay the same through 2022. During the 6-year period from 2013 to 2018 there was a 1.5 percent increase in service counts (adjusted for the billing system change) and a 0.9 percent increase in can sizes. These trends have been consistent with the exception of 2014 which saw a decrease in service counts.

Figure 5-3: Historic and Projected Changes to Curbside Residential Demand



The long-term trend is expected stay relatively flat, with the increase in subscription counts from economic growth being offset by infill development, conservation, and diversion. Infill development both reduces the number of subscriptions by replacing single-family homes with multi-family buildings, and apartments and condominiums also produce less waste than single-family homes. Both factors lower the average can size demanded by customers. Conservation and diversion also decrease can sizes by decreasing the amount of waste produced by all customers, single or multi-family, or diverting it to

organics or recycling. Infill development, conservation, and diversion, particularly to organics, are expected to continue to reduce demand for curbside garbage services.

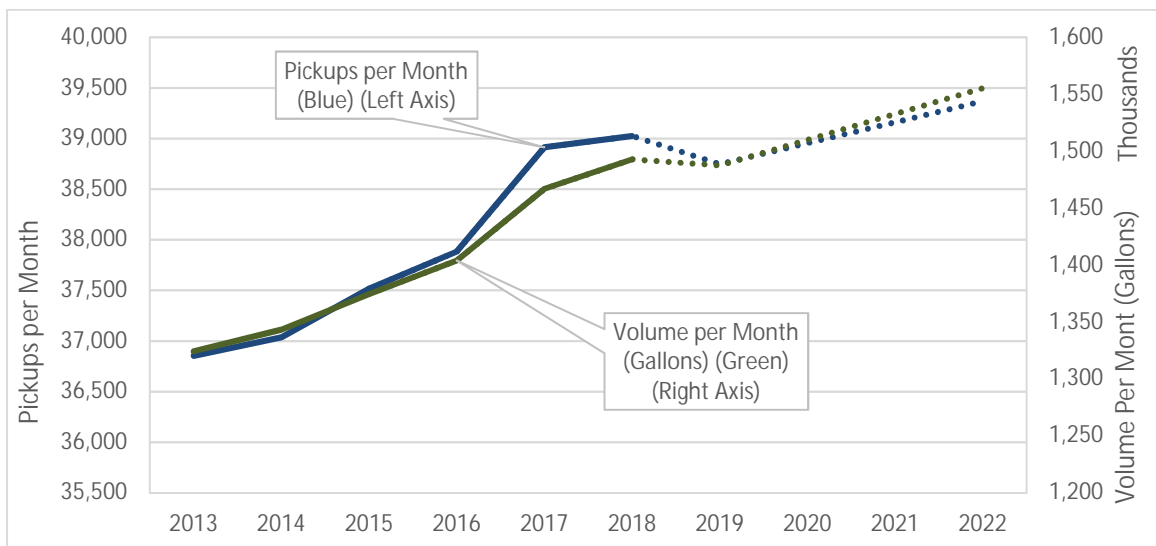
## 5.2. Residential On-Site (Multi-Family)

Most multi-family buildings in Seattle subscribe to on-site detach (dumpster) service. Detach customers are charged based on the frequency of pickup and the size of the container according to the following formula:

$$\text{Monthly Rate} = \text{Trip Rate} * \text{Pickups per Month} + \text{Volume Rate} * (\text{Pickups Per Month} * \text{Volume of Container})$$

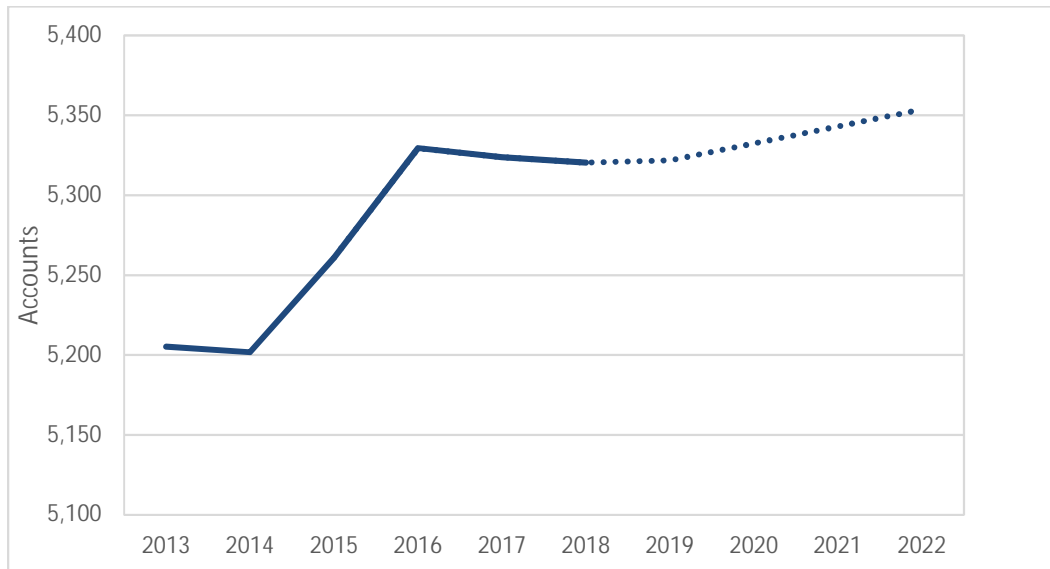
The Trip and Volume Rates are set through this rate study. The demand items to track and forecast are pickups per month and volume demanded. Both of these demand categories saw a sharp post-recession decline which rebounded in 2013. Growth is expected in both pickups and volume as construction of multi-family buildings within the City continues to create demand.

Figure 5-4: Historic and Projected Changes to On-Site Residential Demand



The final component of on-site demand is the number of accounts paying the monthly account fee. The account fee generates roughly six percent of total on-site revenue. Accounts are expected to increase slightly, following the trend from 2016 to 2018.

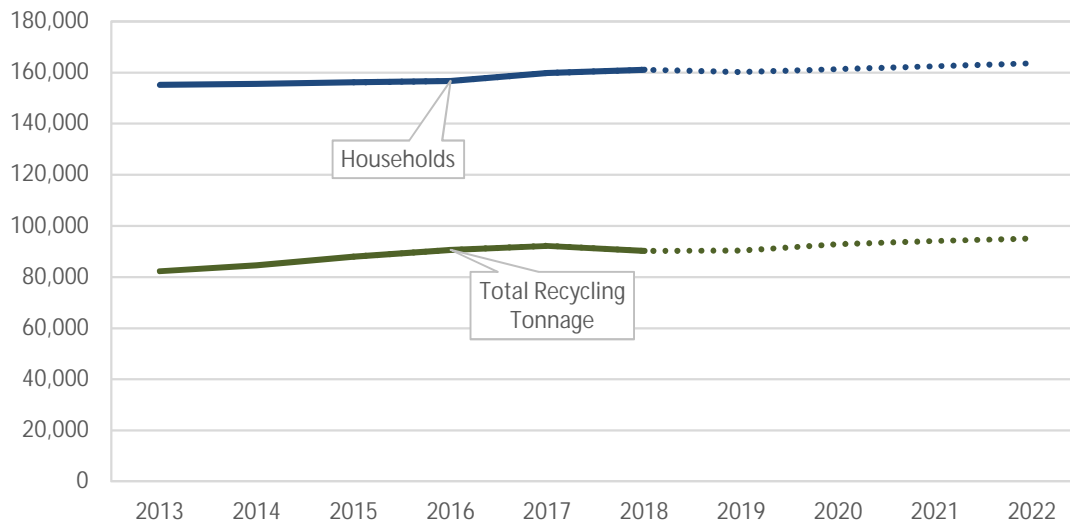
Figure 5-5: Historic and Projected Residential On-Site Accounts



### 5.3. Recycling

SPU offers bi-weekly curbside recycling pickup for curbside can customers and on-site variable frequency pickup for on-site customers. For the most part, can sizes are set – all curbside customers receive a 96-gallon cart, and all on-site customers receive recycling cart or detach service that has a total volume of 50 percent of their subscribed garbage volume. Larger volume services are also available. Limited recycling service is also available to small businesses, though small business recycling amounts to less than half a percent of total recycling tonnage. All recycling services are included at no cost with accompanying garbage service.

Figure 5-6: Total Recycling Households and Tonnage



Because there is less customer choice regarding container sizes, recycling is a relatively steady cost center. Customer counts are largely unchanged, and tonnage increases coming out of the recession have been slow and steady.

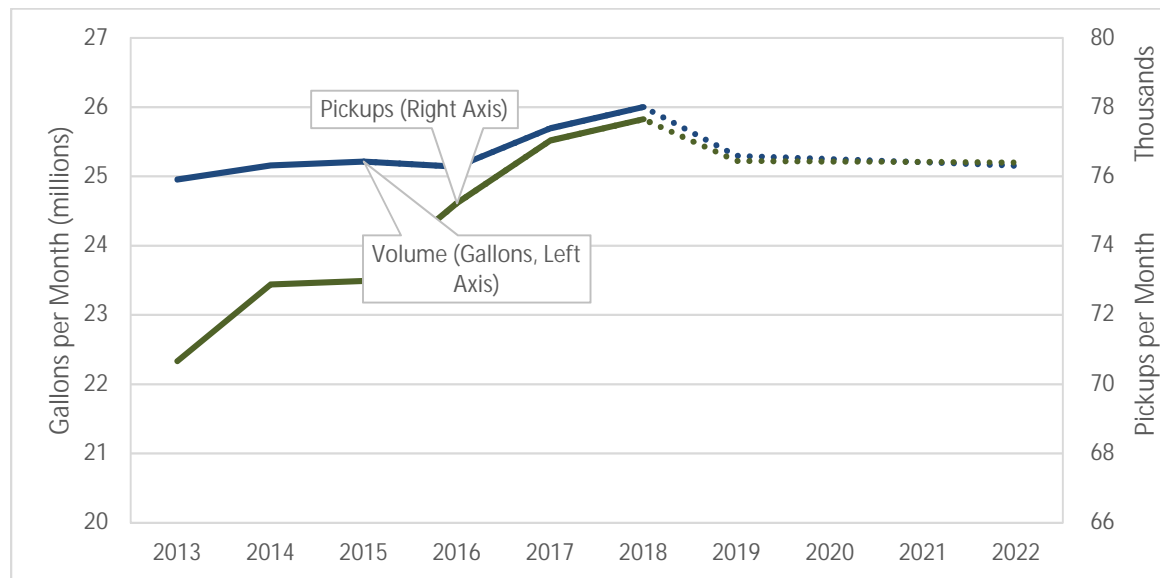
## 5.4. Commercial

Commercial customers subscribe to one or more options from three types of services: can, detach (dumpsters), or dropbox. Can customers may subscribe to service of any frequency with a charge per pickup based on can size. Detach customers subscribe to service with a charge based on a pickup and volume rate:

$$\text{Monthly Rate} = (\text{Trip Rate} * \text{Pickups per Month}) + (\text{Volume Rate} * \text{Pickups Per Month} * \text{Volume of Container})$$

Lastly, dropbox customers pay an on-demand pickup rate and a tonnage rate.

Figure 5-7: Historic and Projected Commercial Volume and Pickups



Commercial demand is highly correlated to regional economic performance, within the larger long-term context of conservation and diversion. Commercial tonnage has gone through at least three cyclical increases and decreases over the last 25 years within a long-term decline trend. Since 2000, tonnage has fallen from 225,000 tons per year to 140,000 tons in 2016. As the economy has recovered, particularly in 2017 and 2018, commercial tonnage has somewhat recovered, and commercial volume and pickup subscriptions have increased as well. However, a long-term trend of conservation and diversion is still projected to be the dominant theme in the commercial sector. Combined volume is expected to decline by 3.3 percent by 2022. Pickups are expected to decline by 1.6 percent by 2022.

### Commercial Recycling and Organics

SPU provides limited recycling and organics services to small business. Most recycling and organics services are provided by independent third-party companies. SPU services are offered as a courtesy.

With the implementation of the food waste ban in 2015, commercial organics subscription volumes increased 70% 2014 to 2016. Despite this growth, commercial organics is less than one percent of total organics tonnage and will continue to remain a service offered as a courtesy by SPU, with the intention that this industry remains largely in the realm of the private sector. Commercial organics is included under “On-Site Food Waste” in the organics section below.

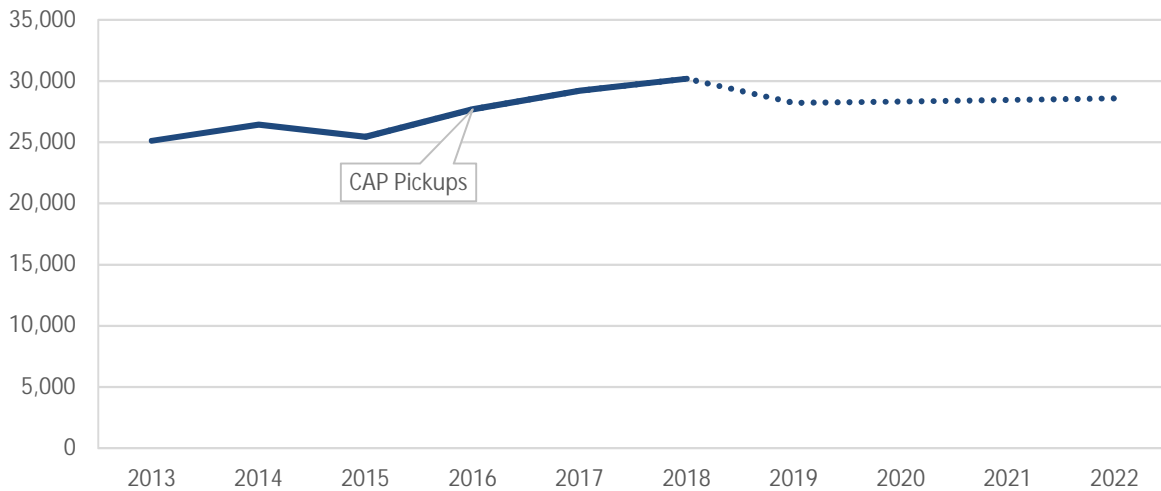
Small businesses in Seattle can also subscribe to limited recycling service, though like organics, this service is largely also private sector. The demand for this service is included under residential recycling. Total commercial recycling tonnage is less than half a percent of total recycling tonnage.

### Clear Alleys Program (CAP)

In certain designated areas within the city of Seattle, residents and business are not allowed to keep solid waste containers within the public right-of-way. For customers in these areas who do not have indoor locations for containers, the CAP program offers pre-paid bag service with multiple pickups per day. SPU is not assuming an expansion of CAP-designated areas, only changes in demand for current CAP customers. The CAP program is a small portion of SPU’s services, and provides less than \$100,000 in

revenue per year. SPU is projecting a slow decline in CAP demand, mirroring the general commercial trend.

Figure 5-8: CAP Pickups



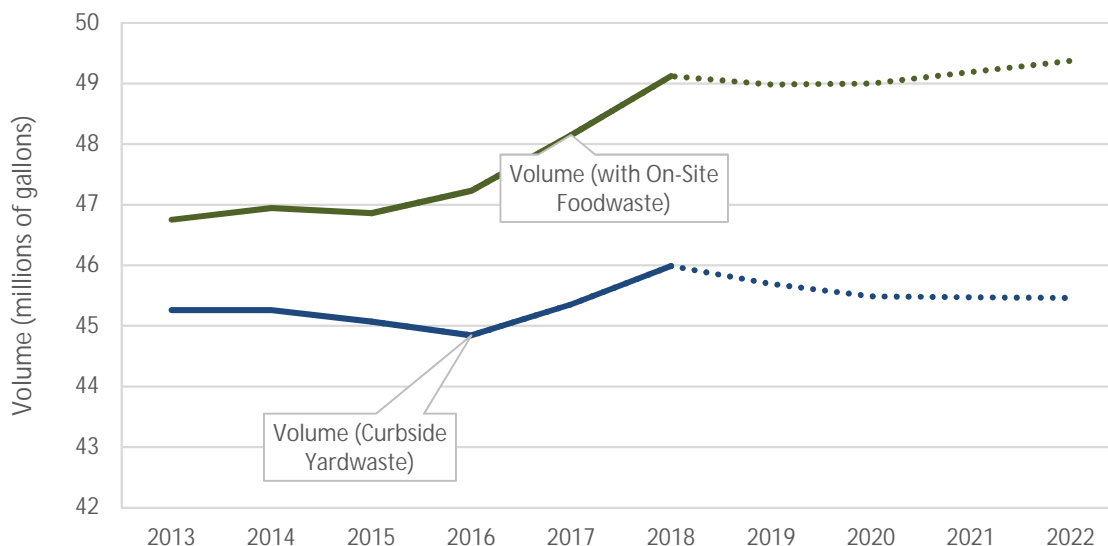
### Argo Direct

SPU allows for the delivery of solid waste from third parties directly to the railroad for transport to landfill in Oregon. Usage of this program has declined by more than 60 percent since 2009 and SPU projects 6,000 tons per year (compared to 250,000 total tons) or less delivered to the railhead.

## 5.5. Organics

Residential curbside and on-site customers subscribe to either curbside or on-site service. Generally, curbside garbage customers subscribe to curbside yard waste service. On-site customers generally subscribe to on-site food waste service. Food waste-specific service is charged at a higher rate because food waste tends to be denser than branches and clippings from yard waste which account for the bulk of curbside customer volumes. Some small commercial customers also subscribe to on-site food waste pickup, and their demand is included in the on-site numbers below, but makes up less than one percent of the total.

Figure 5-9: Monthly Organics Volume in Gallons



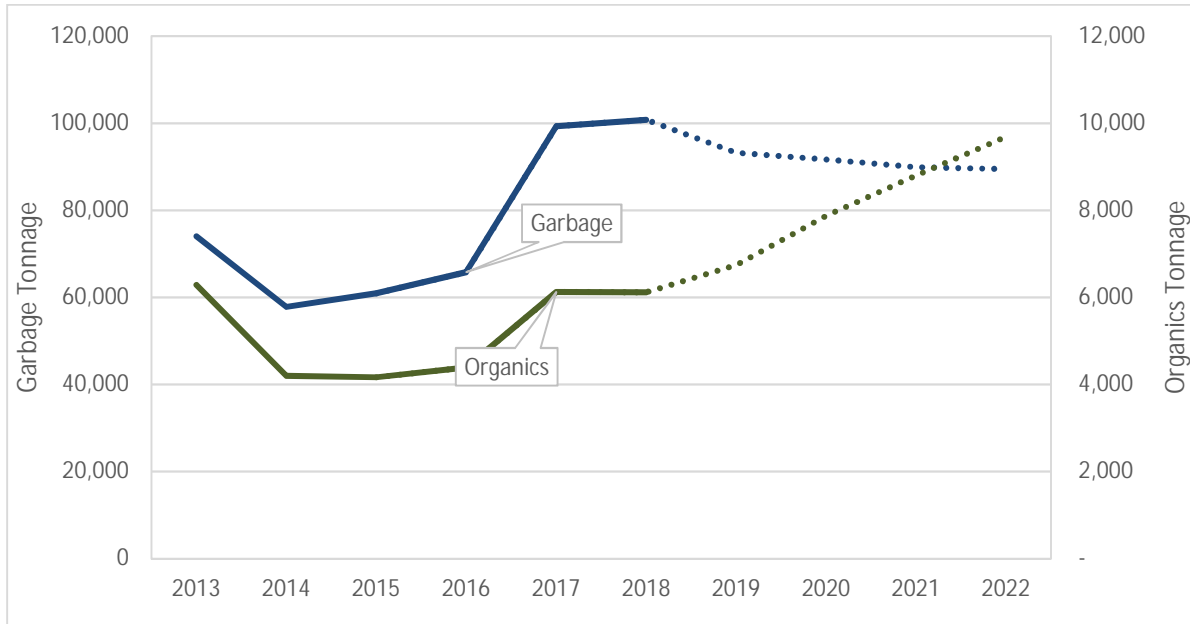
Weekly curbside volume has been declining as customers switch to smaller containers and single-family homes are replaced with multi-family development. These trends are expected to continue, especially as newer homes with smaller yards reduce the need for large yard waste containers. On-site food waste demand has increased with the expansion of multi-family housing and the increased adoption of in-home diversion of food waste away from the garbage. A large increase in organics tonnage was seen following the implementation of the food waste ban in 2015, though there was not an accompanying increase in subscriptions or subscription revenue because food waste tends to be small and dense. Regardless, on-site volume is expected to continue to increase throughout the rate study period. Total organics tonnage is expected to increase 6.3 percent over the rate period.

## 5.6. Self-Haul

Self-Haul demand is measured in tonnage. Customers at transfer stations currently pay \$145 per ton for garbage and \$110 for organics. Vehicles are weighed and charged for their tonnage and are subject to the 0.2 ton minimum charge. Self-Haul rates are proposed to increase for this rate study period.

With temporary closure of the North Transfer Station in 2013, self-haul tonnage declined as customers postponed trips, conserved, or visited King County's transfer station in Shoreline instead. During the 2017-2019 rate study, SPU projected a slow return of these customers when the new North Transfer Station opened at the end of 2016. However, due to the increase in construction activity, tonnages increased 50% from 2016 to 2017, comparable to pre-recession levels. See Figure 5-7.

Figure 5-10: Historic and Projected Self-Haul Tonnage





## 6. RATE DESIGN

Rate design is the last step in the rate-setting process in which the structure and level of the rates for each of the different services and service levels is determined.

Rate design is the point at which non-cost considerations such as rate gradualism, encouraging waste reduction, low-income rate assistance, and other policy issues are factored into the rates. In some cases, these considerations result in deviations from setting rates at their cost of service.

### 6.1. 2020-2022 Rate Design Strategy

There have been no changes to rate design. This rate study proposes equal increases across all rates of 3.0 percent on April 1, 2020; 2.9 percent on April 1, 2021; and 2.9 percent on April 1, 2022. The following rates would remain unchanged throughout the proposed rate period:

- Zero Can/Vacancy rate: The rate paid for vacant units with no service, and a small number of legacy customers with no garbage service
- Bulky Item Pickups: \$30 charge for appliance pickups, \$20 charge for electronics, and an \$8 additional fee for items with CFCs.
- New Account Charge: \$10 fee assessed on new accounts.

### 6.2. Residential Curbside (Single-Family) Garbage Rates

The monthly rates charged by SPU for residential garbage can service vary with the garbage service levels to which the customer subscribes. Currently, SPU’s variable can rates are structured so that customers’ bill increases with the amount of garbage service to which they subscribe. Both single-family and multi-family dwellings can subscribe to variable can service though this service is sometimes synonymous with single-family, while on-site service (See Section 5.3) is synonymous with multi-family.

In addition to covering the cost of garbage collection, transfer, and disposal, residential can rates cover recycling collection and processing costs, part of compost collection and processing costs, and low-income rate assistance. Can rates are shown in Table 6-1. Increasing rates for larger cans provide important price signals to encourage customers to recycle, reduce waste and minimize their can size. A typical single-family customer is reported as a 32-gallon garbage can (and a 96-gallon yard waste cart).

Table 6-1: Residential Curbside (Single-Family) Rates

	2019 Adopted	2020 Proposed	2021 Proposed	2022 Proposed
Extras	\$12.00	\$12.35	\$12.70	\$13.05
Garbage Can/Cart Size				
12 Gallon (Micro)	\$24.25	\$25.00	\$25.75	\$26.50
20 Gallon (Mini)	\$29.70	\$30.60	\$31.50	\$32.40
32 Gallon (Standard)	\$38.65	\$39.80	\$40.95	\$42.15
64 Gallon	\$77.25	\$79.55	\$81.85	\$84.20
96 Gallon	\$115.90	\$119.40	\$122.85	\$126.40

### 6.3. Residential On-Site (Multi-Family) Garbage Rates

Residential detachable container service is available to apartment buildings with five or more residential units. Detachable rates reflect SPU’s contract payments structure and include a flat monthly account fee, a trip rate charged for each container pick-up, and a volume rate (a trip rate that varies with container size):

$$\text{Monthly Rate} = \text{Pickups per Month} * (\text{Trip Rate} + \text{Volume Rate} * \text{Container Size})$$

Dumpster rate components are designed to further encourage dumpster customers to recycle, reduce waste and minimize the number of collections per week and the number of containers. Proposed rates are below:

Table 6-2: Residential On-Site (Multi-Family) Rates

	2019 Adopted	2020 Proposed	2021 Proposed	2022 Proposed
Monthly Account Fee	\$42.50	\$43.80	\$45.05	\$46.35
<u>Detach Rate Components</u>				
Pickup Rate	\$31.80	\$32.75	\$33.70	\$34.70
Uncompacted Volume Rate	\$24.50	\$25.25	\$26.00	\$26.75
Compacted Volume Rate	\$49.75	\$51.25	\$52.75	\$54.30

Compacted rates are higher than un-compacted rates because a compacted container can hold up to five times the garbage of an un-compacted container. Based on SPU data, compacted containers weigh 2.03 times regular containers, on average. Therefore, the volume rate for compacted dumpsters is charged at 2.03 times that of uncompacted container rates.

### 6.4. Commercial Rates

Commercial rates include container and drop box service for both garbage and organics. Individual rate components may vary from what allocated costs dictate in an effort to further encourage dumpster customers to recycle, reduce waste and minimize the number of collections and containers. Commercial customer rate changes are identical to those for residential customers.

Can

Can service rates are shown in Table 6-3 for weekly pickup, though customers may subscribe to any frequency of pickup which is logistically feasible.

Table 6-3: Commercial Can Rates

	2019	2020	2021	2022
	Adopted	Proposed	Proposed	Proposed
<b>On-Site Cans (Weekly Pickup)</b>				
20-Gallon	\$35.94	\$37.02	\$38.10	\$39.19
32-Gallon	\$52.39	\$53.91	\$55.42	\$56.94
64-Gallon	\$102.40	\$105.44	\$108.47	\$111.71
96-Gallon	\$120.16	\$123.84	\$127.52	\$131.20

### Detach (Dumpsters)

Detach services include uncompacted and compacted service. The contents of the container are tipped into the collection vehicle and customers are charged for each tip (pick up), regardless of the amount of waste within the container. The formula for commercial detachable rates is the same as for residential customers:

$$\text{Monthly Rate} = \text{Trip Rate} * \text{Pickups per Month} + \text{Volume Rate} * (\text{Pickups Per Month} * \text{Container Size})$$

Table 6-4: Commercial Detach Rates

	2019	2020	2021	2022
	Adopted	Proposed	Proposed	Proposed
Monthly Account Fee	\$28.60	\$29.45	\$30.30	31.20
<b>Detach Rates</b>				
Pickup Rate	\$18.65	\$19.20	\$19.75	\$20.30
Uncompacted Volume Rate	\$31.50	\$32.45	\$33.40	\$34.35
Compacted Volume Rate	\$64.00	\$65.90	\$67.80	\$69.75

### Drop Box

Drop box service customers are delivered a roll-off container that is then picked up and transferred for disposal through one of the transfer stations. Customers are charged for the delivery of the container, the pick-up of the container, a rental/account fee, and a per ton (disposal) fee for its content. The disposal fee is intended to cover SPU's cost of transfer and disposal, taxes on the tons disposed, and a portion of SPU's administrative costs. Proposed drop box fees can be found in Table 6-5.

Table 6-5: Dropbox Detach Rates

	2019	2020	2021	2022
	Adopted	Proposed	Proposed	Proposed
Monthly Account Fee	\$122.40	\$126.05	\$129.70	\$133.45
Pickup Rate	\$236.25	\$243.35	\$250.40	\$257.65

Summary Ex A – 2020-22 Solid Waste Rate Study  
V2

Tonnage Rate	\$201.50	\$207.55	\$213.57	\$219.76
--------------	----------	----------	----------	----------

---

## 6.5. Organics Rates

Organics service is divided into curbside and on-site rates. Curbside rates are generally single-family yard waste customers, while on-site rates are multi-family and commercial food waste customers. On-site food waste rates are based on commercial garbage can rates, but a 32 percent discount is offered for organics. Detach is also available at the same pickup and volume rate as detach commercial garbage, but again with a 32 percent discount.

Table 6-6: Organics Rates

	2019	2020	2021	2022
	Adopted	Proposed	Proposed	Proposed
Curbside Yard waste Weekly (Single-Family)				
20-Gallon (Mini)	\$6.40	\$6.60	\$6.80	\$7.00
32-Gallon	\$9.60	\$9.90	\$10.20	\$10.50
96-Gallon (Standard)	\$12.30	\$12.65	\$13.00	\$13.40
On-Site Food waste Cans (Multi-Family, Commercial)				
32-Gallon	\$35.63	\$36.66	\$37.69	\$38.72
64-Gallon	\$69.64	\$71.70	\$73.76	\$75.97
96-Gallon	\$81.71	\$84.21	\$86.71	\$89.22

## 6.6. Transfer Station Rates

Transfer station rate increases are included in the rate proposal. Vehicles are weighed and charged for their tonnage and are subject to the 0.2 ton minimum charge.

Table 6-7: Transfer Station Rates

	2019	2020	2021	2022
	Adopted	Proposed	Proposed	Proposed
Garbage				
Minimum	\$30	\$31	\$32	\$33
Per Ton	\$145	\$149	\$153	\$158
Organics				
Minimum	\$20	\$21	\$21	\$22
Per Ton	\$110	\$113	\$116	\$119

## 6.7. Other Rates

Other rates include ancillary charges for cleaning, locking and unlocking, and secured building entry fees, among others. This category also includes rates which only apply to specific customers such as railhead disposal fees or CAP.

The rates in this category will increase by the same percentage as the rates described above. Ancillary charges are roughly 3.2 percent of residential garbage revenue and 1.2 percent of commercial revenue, or about \$1.8 million in 2018. A full list of ancillary rates is located in Appendix E Rate Tables.

### Railhead Disposal (Argo Direct) Fee

Non-contract commercial waste is brought by private transfer stations to the railhead in south Seattle, where it is placed on a train and taken to the landfill in Arlington, Oregon. Railhead tonnage is not a significant source of revenue and makes up less than one percent of SPU’s total tonnage. There is a 25-ton minimum charge.

Table 6-8: Railhead Disposal (Argo Direct) Fee

	2019	2020	2021	2022
	Adopted	Proposed	Proposed	Proposed
Railhead Rate per Ton	\$128.80	\$132.70	\$136.50	\$140.50
Minimum	\$3,220.00	\$3,316.60	\$3,412.80	\$3,511.80

### Clear Alley Program (CAP) Bag Rates

Starting in 2009, residential and commercial customers located within areas designated by SPU, and whose containers were located in the right-of-way, were required to subscribe to a pre-paid bag service in lieu of container service. Rates for the service are designed so that customers pay a bill equivalent to bills paid by detach customers on a volume basis.

Table 6-9: Clear Alley Program (CAP) Bag Rates

	2019	2020	2021	2022
	Adopted	Proposed	Proposed	Proposed
Garbage Bag Size				
15-Gallon	\$5.10	\$5.25	\$5.40	\$5.55
30-Gallon	\$7.30	\$7.50	\$7.70	\$7.90
Organics Bag Size				
15-Gallon	\$3.45	\$3.55	\$3.65	\$3.75
30-Gallon	\$4.95	\$5.10	\$5.25	\$5.40

## 7. UTILITY DISCOUNT PROGRAM

Qualified low-income customers receive a 50 percent discount on their solid waste bill or a fixed credit on their Seattle City Light bill (if they do not receive an SPU bill directly). For can customers, the fixed credit is equal to 50% of the typical solid waste customer's bill (i.e., 50% of the single can rate plus food and yard waste. For apartment dwellers the fixed credit is equal to 50% of the average dumpster bill per household). This approach is consistent with the other City utilities.

There is no discount on extra garbage or food and yard waste charges for qualified low-income customers. Extra garbage or food and yard waste is billed at full rates. Low income rate credits can be found in Table 7-1.

Table 7-1: Proposed UDP Rates and Credits

Customer Type	2019 Adopted	2020 Proposed	2021 Proposed	2022 Proposed
Seattle Public Utilities Discounts				
SPU Customer Discount	50% Discount	50% Discount	50% Discount	50% Discount
Seattle City Light Credits				
Multi-Family Can Customer	\$19.30	\$19.90	\$20.50	\$21.10
Multi-Family Detach Customer	\$15.80	\$16.25	\$16.70	\$17.20
Organics	\$6.20	\$6.40	\$6.60	\$6.80

### Utility Low Income Emergency Assistance Program

The Emergency Assistance Program offers eligible low-income customers facing shut off due to delinquent bills an emergency credit of 50% off their past-due combined bill, up to a maximum credit of \$424 (in 2019) for wastewater, water, and solid waste bills combined. They are eligible to receive this credit once per calendar year or twice per calendar year if children under the age of 18 live in the household. In 2012 the eligibility requirements were changed from 120% of the federal poverty level to 70% of state median income leading to increased usage of this service. Annual solid waste charges to this program do not exceed \$100,000 and are not a significant expense to the SWF.

## APPENDIX A STATEMENT OF OPERATING RESULTS

The Statement of Operating Results shows all components of the debt service coverage calculations. It does not display non-cash expenses.

Statement of Operating Results (\$ Millions)

	2018	2019	2020	2021	2022	2023
	Actual	Projected	Proposed	Proposed	Proposed	Estimated
Operating Revenue						
Direct Service	131.2	132.5	138.4	143.2	148.1	153.5
Commercial	63.3	63.9	65.8	67.7	69.7	71.8
Other	21.3	16.2	16.6	17.9	19.2	20.8
RSF Withdrawals (Deposits)	(10.2)	(0.3)	-	-	-	-
Total Operating Revenue	205.6	212.3	220.9	228.9	237.1	246.1
Operating Expenses						
Contracts	108.0	112.8	116.9	122.3	127.8	133.7
Branch O&M	43.2	46.6	48.9	51.7	54.5	56.5
Taxes	28.6	28.6	29.8	30.6	31.6	32.4
Depreciation	14.9	13.3	13.2	13.6	14.4	14.9
Total Operating Expenses	194.7	201.4	208.8	218.2	228.4	237.6
Net Operating Income	10.9	10.9	12.1	10.7	8.7	8.5
Other Income (Expenses)						
Investment, Sales, and Other	1.7	0.7	0.6	0.5	0.4	0.4
Interest Expense	(8.0)	(7.2)	(6.8)	(6.4)	(5.9)	(5.6)
Total Other Income (Expenses)	(6.2)	(6.5)	(6.2)	(5.9)	(5.5)	(5.2)
Contributions and Grants	0.3	0.1	0.1	0.1	0.1	0.1
Net Income (Loss)	5.0	4.5	6.0	4.9	3.3	3.4
Revenue Available for Debt Service						
With Credit for Taxes	55.5	50.6	52.7	52.2	51.8	52.7
Without Credit for Taxes	29.8	25.2	26.2	25.0	23.8	24.1
Annual Debt Service	15.9	15.9	15.4	15.4	15.4	15.4
Debt Service Coverage						
With Credit for Taxes (Target = 1.7)	3.50	3.19	3.41	3.38	3.36	3.41
Without Credit for Taxes (Target = 1.5)	1.88	1.59	1.70	1.62	1.54	1.56



## APPENDIX B STATEMENT OF CASH FLOW

	2018	2019	2020	2021	2022	2023
	Actual	Projected	Proposed	Proposed	Proposed	Estimated
Starting Balance	55.9	60.1	50.8	45.8	31.8	28.9
Additions to Cash						
Operating Revenues	205.6	212.3	220.9	228.9	237.1	246.1
Non-Operating Revenues	1.8	1.0	0.9	0.8	0.7	0.6
Grants	0.3	0.1	0.1	0.1	0.1	0.1
Total Additions to Cash	207.7	213.3	221.9	229.8	237.8	246.8
Deductions from Cash						
Contracts	108.0	112.8	116.8	122.3	127.8	133.7
Branch O&M	40.9	43.6	45.9	48.7	51.5	53.5
Cash Contributions to CIP	3.5	3.6	19.0	26.7	14.5	13.1
Taxes	28.6	28.6	29.9	30.7	31.6	32.3
Debt Service	15.9	15.9	15.4	15.4	15.4	15.4
Adjustments	6.6	18.4	-	-	-	-
Total Deductions from Cash	203.6	222.8	226.9	243.8	240.8	248.2
Ending Cash Balance	60.1	50.8	45.8	31.8	28.9	27.5

## APPENDIX C COST ALLOCATION

This appendix contains a list of cost centers, budgeted costs for 2020, and an allocation to general customer classes. Some totals may not add due to rounding; table is in thousands of dollars.

Cost Center	Allocation Method	Residential	Commercial	Transfer Station	Total
SPU Branch O&M		21%	20%	30%	21%
Billing	Customer Counts and Trips	5,498	0	0	5,498
Environmental	Garbage Tonnage	631	840	368	1,839
G&A - Contract Management	Management Estimates	2,881	960	0	3,841
Transfer Stations - Hauling (All)	Tonnage	249	174	59	482
Transfer Stations - Operations	Tonnage	5,475	3,825	1,290	10,590
G&A - General	Tonnage	16,016	6,013	897	22,925
HR	Proportional Assignment	587	220	33	840
Contract Expense		55%	51%	40%	54%
N000156 Single Family Garbage	Direct Assignment	16,963	-	-	16,963
N000159 Single Family Recycling	Direct Assignment	11,040	-	-	11,040
N000157 Single Family Compost	Direct Assignment	17,895	91	-	17,986
N000156 Multi Family Garbage	Direct Assignment	7,064	-	-	7,064
N000159 Multi Family Recycling	Direct Assignment	6,051	-	-	6,051
N000157 Multi Family Compost	Direct Assignment	462	-	-	462
N000156 Commercial Garbage	Direct Assignment	-	20,554	-	20,554
N000157 Commercial Compost	Direct Assignment	-	966	-	966
N000159 Commercial Recycling	Direct Assignment	-	122	-	122
N050501 Long-Haul Disposal	Tonnage	5,652	7,526	3,296	16,474
N050107 Garbage Transfer/Processing	Tonnage	6	8	4	18
N050107 Recycling	Tonnage	9,005	-	-	9,005
N050107 Compost	Tonnage	4,907	260	236	5,402
N050201 LHWMP	Volume	2,731	1,431	-	4,161
Taxes		13%	16%	13%	14%
City Utility Tax	Ad-hoc	15,147	6,621	0	21,768
City Tonnage Tax	Tonnage	1,589	2,116	927	4,631
State B&O Tax	Revenue	2,283	998	197	3,478
CIP, Financial Policies, and Non-Rates Revenues	Ad-hoc	3,889	4,762	750	9,400
Solid Waste Fund Total	Total in Dollars	148,251	60,676	8,8.2	217,759
	Class Share of SWF Total	68%	28%	4%	100%

## APPENDIX D DEMAND ANALYSIS

The following is an overview of the demand projection for the major demand categories. Actuals may not match those published elsewhere by SPU.

Customer Class	Rate	2018 Actual	2019 Projected	2020 Proposed	2021 Proposed	2022 Proposed	2023 Estimated
Residential	0 Can	1,170	1,030	813	596	380	163
Curbside	12-Gallon	22,419	23,512	24,403	25,292	26,181	27,069
Can Pickups	20-Gallon	49,372	50,508	51,392	52,274	53,155	54,037
	32-Gallon	85,322	82,445	80,898	79,355	77,812	76,269
	64-Gallon	7,949	8,088	8,307	8,525	8,743	8,961
	96-Gallon	2,945	3,015	3,225	3,434	3,644	3,853
	Total	169,177	168,598	169,037	169,476	169,914	170,353
Residential On-Site Detach	Accounts	5,320	5,322	5,332	5,343	5,354	5,364
	Pickups	39,024	38,747	38,954	39,161	39,368	39,575
	Volume (Cubic Yards)	88,693	88,367	89,715	91,060	92,405	93,750
Commercial Garbage	Accounts	8,028	8,000	7,971	7,941	7,911	7,882
	Pickups	77,651	76,449	76,934	77,417	77,901	78,385
	Volume (Cubic Yards)	101,848	99,775	99,654	99,533	99,413	99,292
	Dropbox Tonnage	4,052	3,942	3,891	3,841	3,790	3,739
Organics Yard waste Pickups	13-Gallon	35,956	36,096	36,738	37,378	38,018	38,658
	32-Gallon	24,959	26,808	28,794	30,775	32,756	34,737
	96-Gallon	95,875	94,990	94,311	93,634	92,957	92,280
	Total	156,790	157,894	159,843	161,788	163,732	165,676
Organics Food waste Pickups	Pickups	2,148	2,149	2,144	2,139	2,135	2,130
	Volume (Cubic Yards)	11,032	11,827	12,623	13,416	14,210	15,004
Transfer Station Tonnage	Garbage	100,807	93,241	91,682	89,959	89,506	89,333
	Organics	6,121	6,746	7,873	8,799	9,689	10,478
System-wide Tonnage	Garbage	354,690	345,063	350,868	354,952	360,753	367,126
	Organics	103,962	105,338	109,301	112,272	114,616	116,893
	Recycling	90,260	90,408	92,801	94,089	95,093	96,230

## APPENDIX E RATE TABLES

Most solid waste rates are rounded to the nearest nickel.

Customer	Rate	2019 Adopted	2020 Proposed	2021 Proposed	2022 Proposed
April 1 Rate Increase		4.0%	3.0%	2.9%	2.9%
Residential Curbside Can	0 Can	6.85	6.85	6.85	6.85
	12-Gallon	24.25	25.00	25.70	26.45
	20-Gallon	29.70	30.60	31.50	32.40
	32-Gallon	38.65	39.80	40.95	42.15
	64-Gallon	77.25	79.55	81.85	84.20
	96-Gallon	115.90	119.40	122.85	126.40
	Extras	12.00	12.35	12.70	13.05
Residential On-Site Detach	Account Fee	42.50	43.80	45.05	46.35
	Pickup Charge	31.80	32.75	33.70	34.70
	Uncompacted Volume	24.50	25.25	26.00	26.75
	Compacted Volume	49.75	51.25	52.75	54.30
Yard waste	13-Gallon	6.40	6.60	6.80	7.00
	32-Gallon	9.60	9.90	10.20	10.50
	96-Gallon	12.30	12.65	13.00	13.40
	Extras	6.15	6.35	6.55	6.75
Food waste	32-Gallon	35.63	36.70	37.80	38.90
	64-Gallon	69.64	71.75	73.85	76.00
	96-Gallon	81.71	84.15	86.55	89.10
Commercial Cans	20-Gallon	35.94	37.02	38.10	39.19
	32-Gallon	52.39	53.91	55.42	56.94
	64-Gallon	102.40	105.44	108.47	111.71
	96-Gallon	120.16	123.84	127.52	131.20
Commercial Detach	Account Fee	28.60	29.45	30.30	31.20
	Pickup Rate	18.65	19.20	19.75	20.30
	Uncompacted Volume	31.50	32.45	33.40	34.35
	Compacted Volume	64.00	65.90	67.80	69.75
Commercial Dropbox	Account Fee	122.40	126.05	129.70	133.45
	Pickup Rate	236.25	243.35	250.40	257.65
	Tonnage Rate	201.50	207.55	213.55	219.75

Summary Ex A – 2020-22 Solid Waste Rate Study  
V2

Clear Alley Rates	15-Gallon Garbage Bag	5.10	5.25	5.40	5.55
	30-Gallon Garbage Bag	7.30	7.50	7.70	7.90
	15-Gallon Organics Bag	3.45	3.55	3.65	3.75
	30-Gallon Organics Bag	4.95	5.10	5.25	5.40
Ancillary Rates	Can/Cart Delivery	29.65	30.55	31.45	32.35
	Dumpster Delivery	35.65	36.70	37.75	38.85
	Small Roll-off Delivery	47.40	48.80	50.20	51.65
	Large Roll-off Delivery	74.20	76.45	78.65	80.95
	Can/Cart Rollout/Reposition	3.00	3.10	3.20	3.30
	Detach Rollout/Reposition	8.80	9.05	9.30	9.55
	Enter Secure Building	5.90	6.10	6.30	6.50
	Dumpster Cleaning	44.50	45.85	47.20	48.55
	Roll-off Cleaning	59.30	61.10	62.85	64.65
	Can/Cart Cleaning	11.85	12.20	12.55	12.90
	Connect/Disconnect	50.40	51.90	53.40	54.95
	Dry Run	103.80	106.90	110.00	113.20
	Truck, Hourly Special	266.95	274.95	282.90	291.10
	Swamper, Hourly Special	88.85	91.50	94.15	96.90
Misc., Bulky, Etc.	Garbage Curbside Extra	12.00	12.35	12.70	13.05
	Organics Curbside Extra	6.15	6.35	6.55	6.75
	Organics On-Site Extra	8.15	8.40	8.65	8.90
	CFCs Charge	8.00	8.00	8.00	8.00
	Electronics	20.00	20.00	20.00	20.00
	Bulky Item/Appliance	30.00	30.00	30.00	30.00
Transfer Station Rates	Garbage, per Ton	145.00	149.00	153.00	157.00
	Garbage, Minimum Charge	30.00	31.00	32.00	33.00
	Organics, per Ton	110.00	113.00	116.00	119.00
	Organics, Minimum Charge	20.00	21.00	21.00	22.00
	Vehicle Tires	13.00	13.00	13.00	13.00
	Large Appliances	30.00	30.00	30.00	30.00



Legislation Text

---

**File #:** CB 119676, **Version:** 1

---

**CITY OF SEATTLE**

**ORDINANCE \_\_\_\_\_**

**COUNCIL BILL \_\_\_\_\_**

AN ORDINANCE relating to the financing of Equitable Development Implementation Plan projects; amending Ordinance 125462 to extend the term of an interfund loan.

WHEREAS, on September 26, 2016, the City Council adopted Resolution 31711 in support of community-initiated projects for mitigating displacement and increasing access to opportunity in the Central Area, the Chinatown/International District, and South Seattle; and

WHEREAS, on November 20, 2017, the Council adopted Ordinance 125462, authorizing an interfund loan of up to \$16,000,000 to be made from the Revenue Stabilization Fund to the General Subfund to support the Equitable Development Implementation (EDI) program; and

WHEREAS, the interfund loan was to be used to support the first five identified equitable development projects: the Rainier Beach Food Innovation District, the Multicultural Community Center, the Southeast Economic Opportunity Center, the William Grose Cultural Innovation Hub, and the Little Saigon Landmark Project, through a first round of funding opportunities; and

WHEREAS, the loan was intended to be repaid from the sale of surplus property known as the Civic Square Block; and

WHEREAS, in September 2017, the Council passed Ordinance 125401 relating to the sale and redevelopment of the former Public Safety Building block for the construction of a residential project with public parking, public open space, and associated retail space for cash consideration in the amount of \$16,000,000; and

WHEREAS, closing has been delayed due to an extended MUP review process, and the final closing date is still undetermined due to possible future correction and review cycles, possible future appeals, and public notice of the final decision; and

WHEREAS, the Finance and Budget Directors have determined that an extension of the interfund loan for the eventuality of a closing date that occurs after December 31, 2019 is consistent with the Debt Management Policies adopted by Resolution 31553; and

WHEREAS, there remains sufficient cash in the Revenue Stabilization Fund to support a loan of up to \$16,000,000 through the end of 2020; NOW, THEREFORE,

**BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:**

Section 1. Section 1 of Ordinance 125462 is amended as follows:

Section 1. The City Council finds that there is no viable alternative to meet a core City objective, and therefore the loan of up to \$6,500,000 authorized in Ordinance 125212 is hereby increased to a limit of \$16,000,000 of principal and interest outstanding at any one time, from which may be paid capital and operating costs related to implementation of the Equitable Development Implementation Plan. The loan shall be repaid no later than (~~December 31, 2019,~~) December 31, 2020, with interest on the loan at the rate of return of the City's Consolidated Cash Pool.

Section 2. Section 4 of Ordinance 125462 is amended as follows:

Section 4. The Director of Finance may effectuate the loan authorized in Section 1 of this ordinance by transferring cash from the Revenue Stabilization Fund to the General Fund, or by carrying the General Fund in a negative cash position in an amount not to exceed \$16,000,000, until no later than (~~December 31, 2019,~~) December 31, 2020, or until completion of the Civic Square Block property sale referenced in Section 3 of this ordinance, whichever occurs first. The Director of Finance is further authorized to establish, and modify if necessary from time to time, a repayment plan and schedule.

Section 3. This ordinance shall take effect and be in force 30 days after its approval by the Mayor, but if

not approved and returned by the Mayor within ten days after presentation, it shall take effect as provided by Seattle Municipal Code Section 1.04.020.

Passed by the City Council the \_\_\_\_\_ day of \_\_\_\_\_, 2019, and signed by me in open session in authentication of its passage this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
President \_\_\_\_\_ of the City Council

Approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Jenny A Durkan, Mayor

Filed by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Monica Martinez Simmons, City Clerk

(Seal)



## SUMMARY and FISCAL NOTE\*

<b>Department:</b>	<b>Dept. Contact/Phone:</b>	<b>CBO Contact/Phone:</b>
OPCD	Melissa Lawrie/206-615-0778	Christie Parker/206-684-5211

*\* Note that the Summary and Fiscal Note describes the version of the bill or resolution as introduced; final legislation including amendments may not be fully described.*

### **1. BILL SUMMARY**

**Legislation Title:** AN ORDINANCE relating to the financing of Equitable Development Implementation Plan projects; amending Ordinance 125462 to extend the term of an interfund loan.

#### **Summary and background of the Legislation:**

Over the past several years, the Mayor and Council have built on a commitment to equity and livability with a specific focus on supporting the City’s Equitable Development Initiative (EDI), which is designed to help create healthy, vibrant communities. The EDI includes investments, programs and policies that meet the needs of marginalized populations and achieve equitable outcomes these populations. The EDI Framework integrates people and place to create strong communities and people, as well as great places with equitable access.

OPCD’s [2016 Equitable Development Financial Investment Strategy](#) report identified five community-driven place based projects in various stages of implementation:

1. Rainier Beach Food Innovation District;
2. Multicultural Community Center;
3. South East Economic Opportunity Center;
4. William Grose Center for Cultural Innovation; and
5. Little Saigon Landmark Project.

These projects are identified as priorities for mitigating further displacement and increasing access to opportunity. They focus on meeting a variety of community needs, including the development of affordable housing, stabilization of small businesses, building on local cultural assets, and creation of education and economic opportunities. The projects will require partnership between community leaders, community-based organizations, public institutions, and philanthropic partners to leverage collective resources and bring the initiatives to fruition.

In 2016 the City announced the intention that the Equitable Development Initiative be funded by the \$16 million in proceeds from the sale of the Civic Square block to Bosa Development US LLC. These funds will go to support capital programs and projects that demonstrate benefits to communities that are at risk of social, economic and cultural displacement as Seattle grows. It will also be used to leverage other funding sources to further support EDI efforts.

As part of the 2017 Adopted Budget process, Council adopted Ordinance 125212 authorizing a loan of up to \$6,500,000 to be made from the Finance and Administrative Services Fund to the General Fund to support the implementation of a first round of EDI projects. Ordinance 125462 increased the interfund loan to \$16 million and shifted the lending fund to the Revenue

Stabilization Fund. The loan was to be repaid from the proceeds of the sale of surplus property known as the Civic Square Block.

Closing will occur when the Master Use Permit is issued by the Seattle Department of Construction and Inspections (SDCI), approximately 14-18 months from the date of application. At this date, although the sale of the surplus property has been finalized, the final closing date remains uncertain. On June 18, 2019 the project received Design Review approval, but must still complete at least three other aspects of its MUP review: Zoning, SEPA and Land Use “corrections.” Funds from the sale of the property might not be received by December 31, 2019. In an abundance of caution, this legislation extends the interfund loan for an additional year, to December 31, 2020.

## 2. CAPITAL IMPROVEMENT PROGRAM

Does this legislation create, fund, or amend a CIP Project? \_\_\_ Yes X No

## 3. SUMMARY OF FINANCIAL IMPLICATIONS

Does this legislation amend the Adopted Budget? \_\_\_ Yes X No

Does the legislation have other financial impacts to the City of Seattle that are not reflected in the above, including direct or indirect, short-term or long-term costs?

No.

Is there financial cost or other impacts of *not* implementing the legislation?

Without extending the interfund loan, there is a possibility the EDI team will not have the cash available by December 31, 2019 to repay the interfund loan as it is currently structured.

## 4. OTHER IMPLICATIONS

a. Does this legislation affect any departments besides the originating department?

No.

b. Is a public hearing required for this legislation?

No.

c. Does this legislation require landlords or sellers of real property to provide information regarding the property to a buyer or tenant?

No.

d. Is publication of notice with *The Daily Journal of Commerce* and/or *The Seattle Times* required for this legislation?

No.

**e. Does this legislation affect a piece of property?**

No.

**f. Please describe any perceived implication for the principles of the Race and Social Justice Initiative. Does this legislation impact vulnerable or historically disadvantaged communities? What is the Language Access plan for any communications to the public?**

Displacement risk in the City of Seattle is linked to historical patterns of discrimination that particularly manifested in the dispossession and limits for people of color to own land and property within the city limits. The Equitable Development Implementation Plan provides a structure for both processes and outcomes designed to acknowledge these patterns of discrimination while empowering those most impacted to develop solutions to current challenges and create opportunities that best leverage the existing assets within their communities.

**g. If this legislation includes a new initiative or a major programmatic expansion: What are the specific long-term and measurable goal(s) of the program? How will this legislation help achieve the program's desired goal(s).**

The interfund loan is supporting an existing initiative.



Legislation Text

---

**File #:** CB 119681, **Version:** 1

---

**CITY OF SEATTLE**

**ORDINANCE \_\_\_\_\_**

**COUNCIL BILL \_\_\_\_\_**

AN ORDINANCE relating to Sweetened Beverage Tax revenues; creating a cash balance reserve in the Sweetened Beverage Tax Fund to offset future revenue shortfalls and maintain program expenditures; and amending Section 5.53.055 of the Seattle Municipal Code.

WHEREAS, on June 5, 2017, the City Council passed Ordinance 125324, imposing a tax on engaging in the business of distributing sweetened beverages (“Sweetened Beverage Tax”), with specific direction on how the proceeds generated from the Sweetened Beverage Tax should be expended; and

WHEREAS, services funded by the proceeds of the Sweetened Beverage Tax are intended to expand access to healthy and affordable food; close the food security gap; promote healthy nutrition choices; reduce disparities in social, developmental, and education readiness and learning for children; assist high school graduates to enter college; and expand services for the birth-to-five population and their families; and

WHEREAS, on November 19, 2018, the City Council passed Ordinance 125718, amending Section 3 of Ordinance 125324 concerning use of proceeds of the Sweetened Beverage Tax, to account for higher revenue projections; and

WHEREAS, on July 22, 2019, the City Council passed Ordinance 125886, creating a fund for Sweetened Beverage Tax revenues and providing additional guidelines for expending proceeds; and

WHEREAS, this legislation will create a reserve to protect against future revenue shortfalls and is intended to encourage City departments to seek non-City funding sources to expand existing programs or create new programs that align with the financial policies of the Sweetened Beverage Tax; NOW,

980

THEREFORE,

**BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:**

Section 1. Section 5.53.055 of the Seattle Municipal Code, last amended by Ordinance 125886, is amended as follows:

**5.53.055 Sweetened beverage tax - Allocation of proceeds**

\* \* \*

C. Beginning on January 1, 2020, up to \$2,000,000 may be reserved as a cash balance in the Sweetened Beverage Tax Fund, deposited as a financial reserve to offset future revenue shortfalls. This revenue shall be segregated in a separate reserve designated by the Finance Director or designee, and shall be used to maintain existing program expenditures, in accordance with subsection 5.53.055.B.

D. Beginning on the effective date of this Section 5.53.055 and thereafter, all revenues shall be used to either expand existing programs or create new programs, including associated program cost increases, that are in accordance with subsection 5.53.055.B, and may not be used to supplant appropriations from other funding sources, excluding grants, loans, gifts, in-kind contributions, or other funding mechanisms provided from non-City sources. Revenues may be used to maintain program expansions, and new programs in accordance with subsection 5.53.055.B.

Section 2. This ordinance shall take effect and be in force 30 days after its approval by the Mayor, but if not approved and returned by the Mayor within ten days after presentation, it shall take effect as provided by Seattle Municipal Code Section 1.04.020.

Passed by the City Council the \_\_\_\_\_ day of \_\_\_\_\_, 2019, and signed by me in open session in authentication of its passage this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

President \_\_\_\_\_ of the City Council

Approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Jenny A. Durkan, Mayor

Filed by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Monica Martinez Simmons, City Clerk

(Seal)

## SUMMARY and FISCAL NOTE\*

<b>Department:</b>	<b>Dept. Contact/Phone:</b>	<b>CBO Contact/Phone:</b>
CBO	Aaron Blumenthal/3-2656	Aaron Blumenthal/3-2656

*\* Note that the Summary and Fiscal Note describes the version of the bill or resolution as introduced; final legislation including amendments may not be fully described.*

### **1. BILL SUMMARY**

**Legislation Title:** AN ORDINANCE relating to Sweetened Beverage Tax revenues; creating a cash balance reserve in the Sweetened Beverage Tax Fund to offset future revenue shortfalls and maintain program expenditures; and amending Section 5.53.055 of the Seattle Municipal Code.

#### **Summary and background of the Legislation:**

This legislation amends the Seattle Municipal Code Section 5.53.055 governing the use of the Sweetened Beverage Tax, making the following changes:

1. adds an exemption for the use of Sweetened Beverage Tax to support existing program expenditures that were previously supported by non-city revenues such as grants, gifts and loans; and
2. adds optional use of revenues to be held in fund balance, up to \$2,000,000 for the sole purpose of supporting existing program expenditures when revenues decline below base program expenditure authority.

### **2. CAPITAL IMPROVEMENT PROGRAM**

**Does this legislation create, fund, or amend a CIP Project?** \_\_\_ Yes X No

### **3. SUMMARY OF FINANCIAL IMPLICATIONS**

**Does this legislation amend the Adopted Budget?** \_\_\_ Yes X No

**Does the legislation have other financial impacts to the City of Seattle that are not reflected in the above, including direct or indirect, short-term or long-term costs?**

This legislation would allow the use of Sweetened Beverage Tax revenue to be used to support expenditures previously funded through non-city revenues, like grants, loans, and gifts. This legislation also allows for the segregation of Sweetened Beverage Tax funds to be used only to support existing program expenditures if revenues in a given year are anticipated to be below base program expenditures.

**Is there financial cost or other impacts of *not* implementing the legislation?**

There are no additional costs or financial impacts.

#### 4. OTHER IMPLICATIONS

**a. Does this legislation affect any departments besides the originating department?**

This legislation affects all departments receiving Sweetened Beverage Tax revenue to support program expenditures. At this time, this includes Seattle Department of Parks and Recreation, Seattle Human Services Department, Seattle Department of Education and Early Learning, Seattle Office of Sustainability and Environment, and Seattle Office of City Auditor.

**b. Is a public hearing required for this legislation?**

No.

**c. Does this legislation require landlords or sellers of real property to provide information regarding the property to a buyer or tenant?**

No.

**d. Is publication of notice with *The Daily Journal of Commerce* and/or *The Seattle Times* required for this legislation?**

No.

**e. Does this legislation affect a piece of property?**

No.

**f. Please describe any perceived implication for the principles of the Race and Social Justice Initiative. Does this legislation impact vulnerable or historically disadvantaged communities? What is the Language Access plan for any communications to the public?**

This legislation allows the City to continue funding critical programs that support the outcomes and objectives of the Race and Social Justice Initiative.

**g. If this legislation includes a new initiative or a major programmatic expansion: What are the specific long-term and measurable goal(s) of the program? How will this legislation help achieve the program's desired goal(s).**

Not applicable.

**List attachments/exhibits below:**

None.





Legislation Text

---

**File #:** CB 119682, **Version:** 1

---

**CITY OF SEATTLE**

**ORDINANCE \_\_\_\_\_**

**COUNCIL BILL \_\_\_\_\_**

AN ORDINANCE relating to the business license tax; repealing business license standards for periods prior to 2008; amending apportionment provisions to reflect amendments to the model business license tax ordinance and other state amendments; amending Sections 5.45.081, 5.45.082, and 5.45.090 of the Seattle Municipal Code; and repealing Section 5.45.080 of the Seattle Municipal Code.

WHEREAS, during the 2019 regular session, the Washington State Legislature enacted SHB 1403, now codified in RCW 35.102.130, that modifies the apportionment formula for local business and occupation tax by: (1) simplifying the service income factor by adopting a market-based sourcing hierarchy; (2) providing for income that is attributable to a jurisdiction where the taxpayer would not be subject to tax to be excluded from the denominator of the income factor; and (3) establishing guidelines for the application of an alternative apportionment method; and

WHEREAS, as required by RCW 35.102.040, a committee of city representatives has worked with the Association of Washington Cities to amend the model ordinance that allocates and apportions gross income and incorporate the legislative changes of SHB 1403, now reflected in RCW 35.102.130, a mandatory provision of the model ordinance; and

WHEREAS, under 35.102.040, cities that impose a business and occupation tax must adopt the changes to the mandatory provisions of the model ordinance by January 1, 2020;

WHEREAS, the City intends to repeal Seattle Municipal Code (SMC) 5.45.080, which assigned and allocated income for tax periods prior to January 1, 2008 and the adoption of the original model ordinance; and to make technical corrections in SMC Sections 5.45.090, SMC 5.45.081 and SMC 5.45.082; and

WHEREAS, the City intends to adopt the changes to the model ordinance as required by RCW 35.102.040 to simplify the administration of municipal business and occupation tax apportionment; NOW, THEREFORE,

**BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:**

Section 1. Section 5.45.080 of the Seattle Municipal Code, last amended by Ordinance 125211, is repealed:

~~((5.45.080 Persons conducting business both within and without the City~~

~~This section instructs taxpayers which revenues will be assigned to the City as taxable for periods prior to January 1, 2008. Once the amount subject to tax in Seattle is determined according to this Section 5.45.080, then the credit or deductions contained in Sections 5.45.070 and 5.45.075 may be calculated, if applicable.~~

~~A. A person who maintains an office or place of business in the City shall be taxable on the gross income, gross proceeds of sales, or value of products derived from the business activities rendered by, generated from, or attributable to the office or place of business located within the City, unless specific deductions or exemptions apply.~~

~~B. A person engaging in business activities in the City who does not maintain an office or place of business in the City shall allocate to the City that portion of the taxpayer's gross income or gross proceeds of sales that are derived from business activities performed in the City.~~

~~C. A person who maintains an office or place of business in the City and also elsewhere:~~

~~1. Shall be taxable on that portion of gross income or gross proceeds of sales, or value of products, that is derived from business activity rendered by, generated from, or attributable to the office or place of business located within the City, unless specific deductions or exemptions apply; and~~

~~2. Shall allocate to the City and be taxable on gross income, or gross proceeds of sales, from business activities performed in the City but supported by the office or place of business located outside the City, where the business activity performed in the City is a significant factor in making or holding the market~~

for the goods or services sold, and:

- a. Delivery of product or the performance of services occurs in Seattle; or
- b. The customer is located in Seattle.

~~Allocations of amounts under this Section 5.45.080 shall be made in accordance with and in full compliance with the provisions of the interstate commerce clause of the United States Constitution where applicable.~~

~~D. If the Director determines that the allocation of gross income from business activities for a person subject to subsection 5.45.080.C and taxable under the "other business activities" classification in subsection 5.45.050.F does not fairly reflect gross income derived from business activities within the City, the Director shall determine such gross income by either of the following methods: (1) by a fair and equitable formula agreed upon by the Director and the taxpayer after a consideration of the facts; or (2) by the ratio that the cost of doing business within the City bears to the cost of doing business both within and without the City. For apportionment purposes, all costs must be assigned to an office location.~~

~~E. This section does not apply to allocate gross income of motor carriers included in the measure of the tax pursuant to subsection 5.45.050.E of the Seattle Municipal Code. This section may apply to allocate gross receipts of motor carriers included in the measure of the tax pursuant to any other subsection of Section 5.45.050.))~~

Section 2. Section 5.45.081 of the Seattle Municipal Code, last amended by Ordinance 125211, is amended as follows:

#### **5.45.081 Assignment of revenues**

Beginning on January 1, 2008, and with the exception of those persons subject to the provisions of chapter 82.14A RCW, this ((section)) Section 5.45.081 will be used to assign revenue for purposes of the business license tax imposed under Section 5.45.050.

- A. Gross income derived from all activities other than those taxed under subsections 5.45.050.E and

5.45.050.F shall be assigned to the location where the activity takes place.

B. For sales of tangible personal property, the activity takes place where delivery to the buyer occurs.

C. In the case of sales of digital products, the activity takes place where delivery to the buyer occurs.

The delivery of digital products will be deemed to occur at:

1. The seller's place of business if the purchaser receives the digital product at the seller's place of business;
2. If not received at the seller's place of business, the location where the purchaser or the purchaser's donee, designated as such by the purchaser, receives the digital product, including the location indicated by instructions for delivery to the purchaser or donee, known to the seller;
3. If the location where the purchaser or the purchaser's donee receives the digital product is not known, the purchaser's address maintained in the ordinary course of the seller's business when use of this address does not constitute bad faith;
4. If no address for the purchaser is maintained in the ordinary course of the seller's business, the purchaser's address obtained during the consummation of the sale, including the address of a purchaser's payment instrument, if no other address is available, when use of this address does not constitute bad faith; and
5. If no address for the purchaser is obtained during the consummation of the sale, the address where the digital good or digital code is first made available for transmission by the seller or the address from which the digital automated service or service described in RCW 82.04.050 (2)(g) or (6)((~~b~~))(c) was provided, disregarding for these purposes any location that merely provided the digital transfer of the product sold.

D. If none of the methods in subsection 5.45.081.C for determining where the delivery of digital products occurs are available after a good faith effort by the taxpayer to apply the methods provided in subsections 5.45.081.C.1 through 5.45.081.C.5, then the city and the taxpayer may mutually agree to employ any other method to effectuate an equitable allocation of income from the sale of digital products. The taxpayer will be responsible for petitioning the city to use an alternative method under this subsection 5.45.081.D. The

city may employ an alternative method for allocating the income from the sale of digital products if the methods provided in subsections 5.45.081.C.1 through 5.45.081.C.5 are not available and the taxpayer and the city are unable to mutually agree on an alternative method to effectuate an equitable allocation of income from the sale of digital products.

E. For purposes of subsection(s) 5.45.081.C(~~1 through 5.45.081.C.5~~), “Receive” has the same meaning as in RCW 82.32.730.

F. (~~Gross~~) Effective January 1, 2008 through December 31, 2019, gross income derived (~~from international investment management services taxed under subsection 5.45.050.F and~~) from service and other business activity taxed under subsection (~~5.45.050.G~~) 5.45.050.F shall be apportioned to the City by multiplying apportionable income by a fraction, the numerator of which is the payroll factor plus the service and other business activity income factor and the denominator of which is two.

1. The payroll factor is a fraction, the numerator of which is the total amount paid for compensation in the city during the tax period by the taxpayer and the denominator of which is the total compensation paid everywhere during the tax period. Compensation is paid in the city if:

- a. The individual (~~or employee~~) is primarily assigned within the city;
- b. The individual is not primarily assigned to any place of business for the tax period and the employee performs (~~fifty~~) 50 percent (~~50%~~) or more of (~~his or her~~) the employee’s service for the tax period in the city; or
- c. The individual is not primarily assigned to any place of business for the tax period, the individual does not perform (~~fifty~~) 50 percent (~~50%~~) or more of (~~his or her~~) the employee’s service in any city, and the employee resides in the city.

2. The service and other business activity income factor is a fraction, the numerator of which is the total service and other business activity income of the taxpayer in the city during the tax period, and the denominator of which is the total service and other business activity income of the taxpayer everywhere during

the tax period. Service and other business activity income is in the city if:

a. The customer location is in the city; or

b. The income-producing activity is performed in more than one ~~((1))~~ location and a greater proportion of the service income-producing activity is performed in the city than in any other location, based on costs of performance, and the taxpayer is not taxable at the customer location; or

c. The service and other business activity income producing activity is performed within the city, and the taxpayer is not taxable in the customer location.

3. If the allocation and apportionment provisions of this subsection 5.45.081.F do not fairly represent the extent of the taxpayer's business activity in the city or cities in which the taxpayer does business, the taxpayer may petition for or the tax administrators may jointly require, in respect to all or any part of the taxpayer's business activity, that one of the following methods be used jointly by the cities to allocate or apportion gross income, if reasonable:

a. Separate accounting;

b. The use of a single factor;

c. The inclusion of one or more additional factors that will fairly represent the taxpayer's business activity in the city; or

d. The employment of any other method to effectuate an equitable allocation and apportionment of the taxpayer's income.

G. Effective January 1, 2020, gross income derived from services and other activities taxed under subsection 5.45.050.F shall be apportioned to the city by multiplying apportionable income by a fraction, the numerator of which is the payroll factor plus the service income factor and the denominator of which is two.

1. The payroll factor is a fraction, the numerator of which is the total amount paid in the city during the tax period by the taxpayer for compensation and the denominator of which is the total compensation paid everywhere during the tax period. Compensation is paid in the city if:

a. The individual is primarily assigned within the city;

b. The individual is not primarily assigned to any place of business for the tax period and the employee performs 50 percent or more of the employee's service for the tax period in the city; or

c. The individual is not primarily assigned to any place of business for the tax period, the individual does not perform 50 percent or more of the employee's service in any city and the employee resides in the city.

2. The service income factor is a fraction, the numerator of which is the total service income of the taxpayer in the city during the tax period, and the denominator of which is the total service income of the taxpayer everywhere during the tax period. Service income is in the city if the customer location is in the city.

3. Gross income of the business from engaging in an apportionable activity must be excluded from the denominator of the service and other business income factor if, in respect to such activity, at least some of the activity is performed in the city, and the gross income is attributable under subsection 5.45.081.G.2 to a city or unincorporated area of a county within the United States or to a foreign country in which the taxpayer is not taxable. For purposes of this subsection 5.45.081.G.3, "not taxable" means that the taxpayer is not subject to a business activities tax by that city or county within the United States or by that foreign country, except that a taxpayer is taxable in a city or county within the United States or in a foreign country in which it would be deemed to have a substantial nexus with the city or county within the United States or with the foreign country under the standards in RCW 35.102.050 regardless of whether that city or county within the United States or that foreign country imposes such a tax.

4. If the allocation and apportionment provisions of this subsection 5.45.081.G. do not fairly represent the extent of the taxpayer's business activity in the city, the taxpayer may petition for or the tax administrator may require, in respect to all or any part of the taxpayer's business activity, if reasonable:

a. Separate accounting; or

b. The exclusion of any one or more of the factors; or

c. The inclusion of one or more additional factors that will fairly represent the taxpayer's business activity in the city; or

d. The employment of any other method to effectuate an equitable allocation and apportionment of the taxpayer's income.

5. The party petitioning for, or the tax administrator requiring, the use of any method to effectuate an equitable allocation and apportionment of the taxpayer's income pursuant to subsection 5.45.081.G.4 must prove by a preponderance of the evidence:

a. That the allocation and apportionment provisions of this subsection 5.45.081.G do not fairly represent the extent of the taxpayer's business activity in the city; and

b. That the alternative to such provisions is reasonable. The same burden of proof shall apply whether the taxpayer is petitioning for, or the tax administrator is requiring, the use of an alternative, reasonable method to effectuate an equitable allocation and apportionment of the taxpayer's income.

6. If the tax administrator requires any method to effectuate an equitable allocation and apportionment of the taxpayer's income, the tax administrator cannot impose any civil or criminal penalty with reference to the tax due that is attributable to the taxpayer's reasonable reliance solely on the allocation and apportionment provisions of this subsection 5.45.081.G.

7. A taxpayer that has received written permission from the tax administrator to use a reasonable method to effectuate an equitable allocation and apportionment of the taxpayer's income shall not have that permission revoked with respect to transactions and activities that have already occurred unless there has been a material change in, or a material misrepresentation of, the facts provided by the taxpayer upon which the tax administrator reasonably relied in approving a reasonable alternative method.

~~((G.))~~ H. The definitions in this subsection 5.45.081.H apply throughout this ~~((section))~~ Section 5.45.081.

~~((I.))~~ "Apportionable income" means the gross income of the business taxable under the service 992



and other business activity classification, including income received from activities outside the city if the income would be taxable under the service and other business activity classification if received from activities within the city, less any exemptions or deductions available.

“Business activities tax” means a tax measured by the amount of, or economic results of, business activity conducted in a city or county within the United States or within a foreign country. The term includes taxes measured in whole or in part on net income or gross income or receipts. “Business activities tax” does not include a sales tax, use tax, or a similar transaction tax, imposed on the sale or acquisition of goods or services, whether or not denominated a gross receipts tax or a tax imposed on the privilege of doing business.

~~((2-))~~ “Compensation” means wages, salaries, commissions, and any other form of remuneration paid to individuals for personal services that are or would be included in the individual’s gross income under the federal Internal Revenue Code.

“Customer,” effective January 1, 2020, means a person or entity to whom the taxpayer makes a sale or renders services or from whom the taxpayer otherwise receives gross income of the business.

“Customer location,” effective January 1, 2008 through December 31, 2019, means the city or unincorporated area of a county where the majority of the contacts between the taxpayer and the customer take place. “Customer location,” effective January 1, 2020, means the following:

- a. For a customer not engaged in business, if the service requires the customer to be physically present, where the service is performed.
- b. For a customer not engaged in business, if the service does not require the customer to be physically present:
  - 1) The customer’s residence; or
  - 2) If the customer’s residence is not known, the customer’s billing/ mailing address.

c. For a customer engaged in business:

1) Where the services are ordered from;

2) At the customer's billing/mailing address if the location from which the services are ordered is not known; or

3) At the customer's commercial domicile if none of the above are known;

"Digital automated services," "digital codes," and "digital goods" have the same meaning as in RCW 82.04.192.

"Digital products" means digital goods, digital codes, digital automated services, and the services described in RCW 82.04.050(2)(g) and (6)(c).

~~((3-))~~ "Individual" means any individual who, under the usual common law rules applicable in determining the employer-employee relationship, has the status of an employee of that taxpayer.

~~((4. "Customer location" means the city or unincorporated area of a county where the majority of the contacts between the taxpayer and the customer take place.))~~

~~((5-))~~ "Primarily assigned" means the business location of the taxpayer where the individual performs ~~((his or her))~~ duties.

~~((6-))~~ "Service-taxable income" or "service income" means gross income of the business subject to tax under the service and other business activity classification, including but not limited to royalty income.

~~((7-))~~ "Tax period" means the calendar year during which tax liability is accrued. If taxes are reported by a taxpayer on a basis more frequent than once per year, taxpayers shall calculate the factors for the previous calendar year for reporting in the current calendar year and correct the reporting for the previous year when the factors are calculated for that year, but not later than the end of the first quarter of the following year.

~~((8-))~~ "Taxable in the customer location" means either that a taxpayer is subject to a gross receipts tax in the customer location for the privilege of doing business, or that the government where the customer is located has the authority to subject the taxpayer to gross receipts tax regardless of whether, in fact, the government does so.

~~((H.))~~ I. Assignment or apportionment of revenue under this ~~((section))~~ Section 5.45.081 shall be made in accordance with and in full compliance with the provisions of the Interstate Commerce Clause of the United States Constitution where applicable.

~~((I.))~~ J. This ~~((section))~~ Section 5.45.081 does not apply to allocate gross income of motor carriers included in the measure of the tax pursuant to subsection 5.45.050.E ~~((of the Seattle Municipal Code))~~. However, this ~~((section))~~ Section 5.45.081 does apply to allocate gross receipts of motor carriers included in the measure of the tax pursuant to any other subsection of Section 5.45.050.

Section 3. Section 5.45.082 of the Seattle Municipal Code, last amended by Ordinance 125211, is amended as follows:

**5.45.082 Ancillary activities of motor carriers and freight brokers**

\* \* \*

C. Gross receipts from the activities contained in subsections 5.45.082.A and 5.45.082.B ~~((above))~~ are subject to the apportionment provisions contained in Section ~~((5.45.080))~~ 5.45.081.

Section 4. Section 5.45.090 of the Seattle Municipal Code, last amended by Ordinance 124089, is amended as follows:

**5.45.090 Exemptions~~((r))~~**

\* \* \*

I. Investments-Dividends ~~((From Subsidiary Corporations))~~ from subsidiary corporations. This ~~((chapter))~~ Chapter 5.45 shall not apply to amounts derived by persons, other than those engaging in banking, loan, security, or other financial businesses, from investments or the use of money as such, and also amounts derived as dividends by a parent from its subsidiary corporations ~~((, provided that, dividends subject to tax pursuant to SMC 5.45.085 will not be exempt))~~.

\* \* \*

V. Amounts Derived From Manufacturing, Selling, or Distributing Motor Vehicle Fuel. This ~~((chapter))~~ 995

Chapter 5.45 shall not apply to the manufacturing, selling or distributing motor vehicle fuel, as the term “motor vehicle fuel” is defined in RCW ((82.36.010)) 82.38.020 and exempted under RCW ((82.36.440)) 82.38.280, provided that any fuel not subjected to the state fuel excise tax, or any other applicable deduction or exemption, will be taxable under this ((chapter)) Chapter 5.45.

\* \* \*

Section 5. This ordinance does not affect any existing right acquired or liability or obligation incurred under the sections amended or repealed in this ordinance or under any rule or order adopted under those sections, nor does it affect any proceeding instituted under those sections.

Section 6. This ordinance shall take effect and be in force 30 days after its approval by the Mayor, but if not approved and returned by the Mayor within ten days after presentation, it shall take effect as provided by Seattle Municipal Code Section 1.04.020.

Passed by the City Council the \_\_\_\_\_ day of \_\_\_\_\_, 2019, and signed by me in open session in authentication of its passage this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
President \_\_\_\_\_ of the City Council

Approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Jenny A. Durkan, Mayor

Filed by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

---

Monica Martinez Simmons, City Clerk

(Seal)

## SUMMARY and FISCAL NOTE\*

<b>Department:</b>	<b>Dept. Contact/Phone:</b>	<b>CBO Contact/Phone:</b>
FAS	Joseph Cunha/3-7820	Dave Hennes/4-0537

*\* Note that the Summary and Fiscal Note describes the version of the bill or resolution as introduced; final legislation including amendments may not be fully described.*

### **1. BILL SUMMARY**

**Legislation Title:** AN ORDINANCE relating to the business license tax; repealing business license standards for periods prior to 2008; amending apportionment provisions to reflect amendments to the model business license tax ordinance and other state amendments; amending Sections 5.45.081, 5.45.082, and 5.45.090 of the Seattle Municipal Code; and repealing Section 5.45.080 of the Seattle Municipal Code.

#### **Summary and background of the Legislation:**

During the 2019 regular session, the Washington State Legislature enacted SHB 1403, which modified the apportionment formula for local business and occupation tax as codified in RCW 35.102.130, by: (1) simplifying the service income factor by adopting a market-based sourcing hierarchy; (2) providing for income to be excluded from the denominator of the income factor that is attributable to a jurisdiction where the taxpayer would not be subject to tax; and (3) establishing guidelines for the application of an alternative apportionment method.

A committee of city representatives worked with the Association of Washington Cities to amend the model ordinance section that allocates and apportions gross income and to incorporate the legislative changes of SHB 1403.

The City requires the allocation and apportionment of income under SMC Section 5.45.081 when activities take place in more than one jurisdiction, and this legislation updates SMC 5.45.081 to comply with the changes to the model ordinance. The legislation also makes some technical corrections in SMC 5.45.081, 5.45.082, 5.45.090, and repeals SMC 5.45.080, which allocated and assigned income for periods prior to January 1, 2008, before the adoption of the model ordinance.

Under RCW 35.102.040, cities that impose a business and occupation tax must adopt the mandatory provisions of the model ordinance by January 1, 2020. Accordingly, the bill adopts the model ordinance as required by RCW 35.102.040. The bill also makes some minor and technical changes to the City's Assignment of revenues and exemptions.

### **2. CAPITAL IMPROVEMENT PROGRAM**

**Does this legislation create, fund, or amend a CIP Project?** \_\_\_ Yes \_\_\_X\_\_\_ No

### **3. SUMMARY OF FINANCIAL IMPLICATIONS**

**Does this legislation amend the Adopted Budget?**    \_\_\_ Yes X No

**Does the legislation have other financial impacts to the City of Seattle that are not reflected in the above, including direct or indirect, short-term or long-term costs?**  
None.

**Is there financial cost or other impacts of *not* implementing the legislation?**

Yes. Under RCW and 35.102.140, cities that impose a business and occupation tax must adopt the mandatory provisions of the model ordinance. A city that does not comply with the model ordinance, may not impose a tax on the privilege of engaging in business activities in the City. The City of Seattle projects B&O tax revenues of approximately \$297 million in 2020. If this legislation is not approved prior to January 1, 2020, the City would lose a portion of this revenue for the period beginning January 1, 2020 up until it adopts the mandatory provisions of the model ordinance.

#### **4. OTHER IMPLICATIONS**

**a. Does this legislation affect any departments besides the originating department?**

No.

**b. Is a public hearing required for this legislation?**

No.

**c. Does this legislation require landlords or sellers of real property to provide information regarding the property to a buyer or tenant?**

No.

**d. Is publication of notice with *The Daily Journal of Commerce* and/or *The Seattle Times* required for this legislation?**

No.

**e. Does this legislation affect a piece of property?**

No.

**f. Please describe any perceived implication for the principles of the Race and Social Justice Initiative. Does this legislation impact vulnerable or historically disadvantaged communities? What is the Language Access plan for any communications to the public?**

This legislation does not impact vulnerable or historically disadvantaged communities. Under current law, the City requires the allocation and apportionment of income when activities take place in more than one jurisdiction. The adoption of the model ordinance provisions in this bill will make it easier for businesses to utilize the two-factor municipal B&O tax apportionment formula, and there will be predictable and uniform laws for persons doing business in multiple cities. To the extent that businesses in vulnerable or historically disadvantaged communities engage in the allocation and apportionment of income when activities take place in more than one jurisdiction, this bill will simplify those transactions.

- g. If this legislation includes a new initiative or a major programmatic expansion: What are the specific long-term and measurable goal(s) of the program? How will this legislation help achieve the program's desired goal(s).**

N/A

**List attachments/exhibits below:**





Legislation Text

---

**File #: CB 119683, Version: 1**

---

**CITY OF SEATTLE**

**ORDINANCE \_\_\_\_\_**

**COUNCIL BILL \_\_\_\_\_**

AN ORDINANCE relating to taxation; updating tax return and payment dates; and amending Section 5.55.040 of the Seattle Municipal Code.

WHEREAS, during the 2019 regular session, the Washington State Legislature enacted SHB 1059, extending the business and occupation tax return filing due date for annual filers; amending RCW 82.32.045 and 35.102.070; and

WHEREAS, beginning January 1, 2021, as required by RCW 82.32.045 and 35.102.070, the due date for annual filers is April 15 of the year immediately following the end of the period covered by the return; and

WHEREAS, as required by RCW 35.102.040, a committee of city representatives has worked with the Association of Washington Cities to amend the mandatory provision of the model ordinance extending the due date for municipal business and occupation annual tax returns as provided in RCW 35.102.070; and

WHEREAS, under 35.102.040, cities that impose a business and occupation tax must adopt the mandatory provisions of the model ordinance extending the due date for annual filers beginning January 1, 2021; and

WHEREAS, the City intends to adopt the model ordinance as required by RCW 35.102.040 to extend the business and occupation tax return filing due date for annual filers; NOW, THEREFORE,

**BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:**

1001

Section 1. Subsection 5.55.040.A of the Seattle Municipal Code, which section was last amended by Ordinance 125324, is amended as follows:

**5.55.040 When due and payable - Reporting periods - Monthly, quarterly, and annual returns - Threshold provisions - Computing time periods - Failure to file returns**

A. Other than any annual license fee or registration fee assessed under this Chapter 5.55, the tax imposed by Chapters 5.32 (Amusement Devices), 5.35 (Commercial Parking Tax), 5.40 (Admission Tax), 5.45 (Business License Tax), 5.46 (Square Footage Tax), 5.48 (Business Tax - Utilities), 5.50 (Firearms and Ammunition Tax), 5.52 (Gambling Tax), and 5.53 (Sweetened Beverage Tax) shall be due and payable in quarterly installments. The Director may use discretion to assign businesses to a monthly or annual reporting period depending on the tax amount owing or type of tax. Taxes imposed by subsections 5.52.030.A.2 and 5.52.030.B.2 for punchboards and pulltabs shall be due and payable in monthly installments. ~~((Tax))~~ Until December 31, 2020, tax returns and payments are due on or before the last day of the next month following the end of the assigned reporting period covered by the return. Effective January 1, 2021, tax returns and payments are due on or before the time as provided in RCW 82.32.045(1), (2), and (3).

\* \* \*

Section 2. This ordinance shall take effect and be in force 30 days after its approval by the Mayor, but if not approved and returned by the Mayor within ten days after presentation, it shall take effect as provided by Seattle Municipal Code Section 1.04.020.

Passed by the City Council the \_\_\_\_\_ day of \_\_\_\_\_, 2019, and signed by \_\_\_\_\_ 1002

me in open session in authentication of its passage this \_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
President \_\_\_\_\_ of the City Council

Approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Jenny A. Durkan, Mayor

Filed by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Monica Martinez Simmons, City Clerk

(Seal)

**SUMMARY and FISCAL NOTE\***

<b>Department:</b>	<b>Dept. Contact/Phone:</b>	<b>CBO Contact/Phone:</b>
FAS	Joseph Cunha/3-7820	Dave Hennes/4-0537

\* Note that the Summary and Fiscal Note describes the version of the bill or resolution as introduced; final legislation including amendments may not be fully described.

**1. BILL SUMMARY**

**Legislation Title:** AN ORDINANCE relating to taxation; updating tax return and payment dates; and amending Section 5.55.040 of the Seattle Municipal Code.

**Summary and background of the Legislation:**

During the 2019 regular session, the Washington State Legislature enacted HB 1059, extending the business and occupation tax return filing due date for annual filers; amending RCW 82.32.045 and 35.102.070; and creating new sections. As required by RCW 35.90.080, a committee of cities has worked with the Association of Washington Cities to amend the model ordinance that provides reporting periods for city business and occupation tax returns.

Under Seattle Municipal Code (SMC) Section 5.55.040, the City currently provides reporting periods for monthly, quarterly, and annual returns.

Under RCW 35.90.090, cities that impose a general business and occupation tax license must adopt the mandatory provisions of the model ordinance. Accordingly, the bill adopts the model ordinance as required by RCW 35.90.090 and extends the business and occupation tax return filing due date for annual filers.

**2. CAPITAL IMPROVEMENT PROGRAM**

a. Does this legislation create, fund, or amend a CIP Project?     Yes  No

**3. SUMMARY OF FINANCIAL IMPLICATIONS**

a. Does this legislation amend the Adopted Budget?     Yes  No

<b>Budget program(s) affected:</b>				
	<b>General Fund \$</b>		<b>Other \$</b>	
<b>Appropriation change (\$):</b>	<b>2020</b>	<b>2021</b>	<b>2020</b>	<b>2021</b>
		0		0
	<b>Revenue to General Fund</b>		<b>Revenue to Other Funds</b>	
<b>Estimated revenue change (\$):</b>	<b>2020</b>	<b>2021</b>	<b>2020</b>	<b>2021</b>
	(\$3,500,000)	0		0

Positions affected:	No. of Positions		Total FTE Change	
	2020	2021	2020	2021
		0		0

**b. Does the legislation have other financial impacts to the City of Seattle that are not reflected in the above, including direct or indirect, short-term or long-term costs?**  
 None.

**c. Is there financial cost or other impacts of *not* implementing the legislation?**

Yes. Under RCW 35.90.090, cities that impose a general business and occupation tax license must adopt the mandatory provisions of the model ordinance. A city that does not comply with the model ordinance may not enforce its general business licensing requirements on any person until the date that the mandatory provisions of the model ordinance take effect within the city.

**3.e. Revenues/Reimbursements**

     This legislation adds, changes, or deletes revenues or reimbursements.

**Anticipated Revenue/Reimbursement Resulting from this Legislation:**

Fund Name and Number	Dept	Revenue Source	2020 Revenue	2021 Estimated Revenue
General Fund (00100)	-	B&O Tax Receipts	(\$3,500,000)	
<b>TOTAL</b>				

**Is this change one-time or ongoing?** The effect of this legislated change is a one-time shift of payments by annual filers in 2021 from the January/February time-frame to the April/May timeframe. These revenues, which would have been accrued to 2020, will now appear in the year in which they were paid, 2021. Thereafter, there will be no effect from this legislated change in payment date.

**4. OTHER IMPLICATIONS**

**a. Does this legislation affect any departments besides the originating department?**  
 No.

**b. Is a public hearing required for this legislation?**  
 No.

**c. Does this legislation require landlords or sellers of real property to provide information regarding the property to a buyer or tenant?**  
 No.

**d. Is publication of notice with *The Daily Journal of Commerce* and/or *The Seattle Times* required for this legislation?**

No.

**e. Does this legislation affect a piece of property?**

No.

**f. Please describe any perceived implication for the principles of the Race and Social Justice Initiative. Does this legislation impact vulnerable or historically disadvantaged communities?**

This legislation does not impact vulnerable or historically disadvantaged communities. Under current law, the City currently provides that annual tax returns and payments are due on or before the last day of the next month following the end of the assigned reporting period covered by the return. For annual filers, tax payments, the adoption of the model ordinance provisions in this bill will extend the due date for returns and payment to April 15th of the year immediately following the end of the period covered by the return. Businesses in vulnerable or historically disadvantaged communities that file annual return would benefit from the extended due date.

**g. If this legislation includes a new initiative or a major programmatic expansion: What are the specific long-term and measurable goal(s) of the program? How will this legislation help achieve the program's desired goal(s).**

N/A

**List attachments/exhibits below:**



Legislation Text

---

**File #: CB 119684, Version: 1**

---

**CITY OF SEATTLE**

**ORDINANCE \_\_\_\_\_**

**COUNCIL BILL \_\_\_\_\_**

AN ORDINANCE relating to taxation; imposing a tax on transportation network companies; adding a new Chapter 5.39 to the Seattle Municipal Code; and amending Sections 5.30.010, 5.30.060, 5.55.010, 5.55.040, 5.55.060, 5.55.150, 5.55.165, 5.55.220, and 5.55.230 of the Seattle Municipal Code.

WHEREAS, transportation network companies (TNCs) provide application dispatch services that allow

passengers to directly request the dispatch of drivers via the internet using mobile interfaces such as smartphone applications; and

WHEREAS, over 24 million TNC trips were taken in Seattle in 2018; and

WHEREAS, the Mayor and City Council seek to invest in affordable housing near transit, transportation and transit investments including the Center City Connector Streetcar, and a driver conflict resolution center using proceeds from a tax on TNC companies providing 1,000,000 rides per quarter or more on a per-ride basis; and

WHEREAS, the Director of Finance and Administrative Services (FAS) assesses a per-ride regulatory fee for the costs to FAS of operating and enforcing the TNC regulatory scheme; and

WHEREAS, as of the date of submitting this ordinance to establish a tax on TNC rides, the fee to regulate TNCs was \$0.14; and

WHEREAS, The City of Seattle intends to exercise its taxing authority, as granted by the Washington State Constitution and as authorized by the Washington State Legislature, and impose a tax on TNCs operating in Seattle; NOW, THEREFORE,

**BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:**

1007

Section 1. A new Chapter 5.39 is added to the Seattle Municipal Code as follows:

**Chapter 5.39 TRANSPORTATION NETWORK COMPANY TAX**

**5.39.010 Administrative provisions**

All provisions contained in Chapter 5.55 shall have full force and application with respect to taxes imposed under this Chapter 5.39 except as may be expressly stated to the contrary herein.

**5.39.020 Definitions**

The definitions contained in Chapter 5.30 shall be fully applicable to this Chapter 5.39 except as may be expressly stated to the contrary herein. The following additional definitions shall apply throughout this Chapter 5.39:

“Application dispatch” means technology that allows consumers to directly request dispatch of drivers for trips and/or allows drivers or TNCs to accept payments for trips via the internet using mobile interfaces such as, but not limited to, smartphone and tablet applications.

“For-hire vehicle” has the same meaning as given in Section 6.310.110.

“Motor vehicle” has the same meaning as given in Section 6.310.110.

“Operating in Seattle” means, with respect to a TNC, providing application dispatch services to any affiliated driver at any time for the transport of any passenger for compensation from a point within the geographical confines of Seattle.

“Personal vehicle” means a motor vehicle that is not a taxicab or for-hire vehicle, that is subject to regulation under Chapter 6.310, and that is used by a driver to provide trips arranged through a TNC application dispatch system.

“Taxicab” has the same meaning given in Section 6.310.110.

“TNC” means a transportation network company.

“TNC dispatched trip” or “trip” means the provision of transportation by a transportation network company driver to a passenger in a TNC vehicle through the use of a TNC’s application dispatch system. The 1008



term “TNC dispatched trip” does not include transportation provided by taxicabs or for-hire vehicles:

“TNC driver” or “driver” means a driver, licensed or required to be licensed under Chapter 6.310, affiliated with, and accepting dispatched trips from, a TNC.

“TNC vehicle” means a personal motor vehicle used for the transportation of passengers for compensation that is affiliated with a TNC.

“Transportation network company” means a person, licensed or required to be licensed under Chapter 6.310, operating in Seattle that offers prearranged transportation services for compensation using an online-enabled application or platform to connect passengers with drivers using their personal vehicles.

“Trip that originates in Seattle” means a TNC dispatched trip where a passenger enters a TNC vehicle within Seattle city limits.

### **5.39.030 Tax imposed-Rates**

A. There is imposed a tax on every TNC operating in Seattle. The amount of the tax due shall be the tax rate under subsection 5.39.030.B per trip that originates in Seattle.

B. The tax rate shall be:

1. Fifty-one cents per trip; and

2. In addition to the tax rate per trip imposed under subsection 5.39.030.B.1, the taxpayer shall pay a supplemental rate per trip in an amount to be set by the Director. For the period from July 1, 2020, through December 31, 2020, the Director shall set the supplemental rate under this subsection 5.39.030.B.2 at an amount equal to \$0.14 minus the total fees per ride imposed under subsection 6.310.150.B. If the total fees per ride imposed under subsection 6.310.150.B exceed \$0.14, then the supplemental rate shall be zero. For the period after December 31, 2020, the Director shall set the supplemental rate under this subsection 5.39.030.B.2 at \$0.06.

### **5.39.040 Deductions**

A taxpayer may deduct from the measure of the tax any trip that originates in Seattle and terminates outside the city of Seattle.

state of Washington.

**5.39.050 Tax threshold**

No tax shall be due under Section 5.39.030 from a TNC that reports fewer than 1,000,000 trips that originate in Seattle in the prior calendar quarter. Any TNC below this threshold shall complete and file a return and declare no tax due on the return. The TNC shall enter on the tax return the number of trips originating in Seattle even though no tax may be due.

**5.39.060 Transportation network company tax-When due**

The tax imposed by this Chapter 5.39 shall be due and payable in accordance with Section 5.55.040. The transportation network company tax shall be due and payable in quarterly installments. The Director may use discretion to assign businesses to a monthly or annual reporting period. Forms for such filings shall be prescribed by the Director. Persons discontinuing their business activities in Seattle shall report and pay the transportation network company tax at the same time as they file their final business license tax return.

**5.39.070 Excise tax in addition to other license fees and taxes-Part of operating overhead**

A. The tax imposed by Chapter 5.39 is a general excise tax on the privilege of conducting certain business within Seattle and shall be in addition to any license fee or tax imposed or levied under any other law, statute, or ordinance whether imposed or levied by the City, state, or other governmental entity or political subdivision.

B. It is not the intention of this Chapter 5.39 that the tax imposed herein be construed as a tax upon the purchasers or customer, but that tax shall be levied upon, and collectible from, the person engaging in the business activities herein designated and that such tax shall constitute a part of the operating overhead or cost of doing business of such persons.

**5.39.080 Transportation network company tax-Constitutional limitation**

Notwithstanding anything to the contrary in this Chapter 5.39, if imposition of the tax under this Chapter 5.39 would place an undue burden upon interstate commerce or violate constitutional requirements, a taxpayer shall

be allowed a credit to the extent necessary to preserve the validity of the tax, and still apply the tax to as much of the taxpayer's activities as may be subject to the City's taxing authority.

Section 2. Section 5.30.010 of the Seattle Municipal Code, last amended by Ordinance 125324, is amended as follows:

**5.30.010 Definition provisions**

The definitions contained in this Chapter 5.30 shall apply to the following chapters of the Seattle Municipal Code: Chapters 5.32 (Amusement Devices), 5.35 (Commercial Parking Tax), 5.39 (Transportation Network Company Tax), 5.40 (Admission Tax), 5.45 (Business License Tax), 5.46 (Square Footage Tax), 5.48 (Business Tax-Utilities), 5.50 (Firearms and Ammunition Tax), 5.52 (Gambling Tax), 5.53 (Sweetened Beverage Tax), and 5.55 (General Administrative Provisions) unless expressly provided for otherwise therein, and shall also apply to other chapters and sections of the Seattle Municipal Code in the manner and to the extent expressly indicated in each chapter or section. Words in the singular number shall include the plural and the plural shall include the singular. Words in one gender shall include ~~((the))~~ all other genders.

Section 3. Subsection 5.30.060.C of the Seattle Municipal Code, which section was last amended by Ordinance 125324, is amended as follows:

**5.30.060 Definitions, T-Z**

\* \* \*

C. "Taxpayer" means any "person," as herein defined, required by Chapter 5.55 to have a business license tax certificate, or liable for any license, tax, or fee, or for the collection of any tax or fee, under Chapters 5.32 (Revenue Code), 5.35 (Commercial Parking Tax), 5.39 (Transportation Network Company Tax), 5.40 (Admission Tax), 5.45 (Business License Tax), 5.46 (Square Footage Tax), 5.48 (Business Tax-Utilities), 5.50 (Firearms and Ammunition Tax), 5.52 (Gambling Tax), and 5.53 (Sweetened Beverage Tax), or who engages in any business or who performs any act for which a tax or fee is imposed under those chapters.

\* \* \*

Section 4. Section 5.55.010 of the Seattle Municipal Code, last amended by Ordinance 125324, is amended as follows:

**5.55.010 Application of chapter stated**

Unless expressly stated to the contrary in each chapter, the provisions of this Chapter 5.55 shall apply with respect to the licenses and taxes imposed under this Chapter 5.55 and Chapters 5.32 (Amusement Devices), 5.35 (Commercial Parking Tax), ~~((5.37 (Employee Hours Taxes),))~~ 5.39 (Transportation Network Company Tax), 5.40 (Admission Tax), 5.45 (Business License Tax), 5.46 (Square Footage Tax), 5.48 (Business Tax-Utilities), 5.50 (Firearms and Ammunition Tax), 5.52 (Gambling Tax), 5.53 (Sweetened Beverage Tax), and under other titles, chapters, and sections in such manner and to such extent as indicated in each such title, chapter, or section.

Section 5. Subsection 5.55.040.A of the Seattle Municipal Code, which section was last amended by Ordinance 125324, is amended as follows:

**5.55.040 When due and payable-Reporting periods-Monthly, quarterly, and annual returns-Threshold provisions-Computing time periods-Failure to file returns**

A. Other than any annual license fee or registration fee assessed under this Chapter 5.55, the taxes imposed by Chapters 5.32 (Amusement Devices), 5.35 (Commercial Parking Tax), 5.39 (Transportation Network Company Tax), 5.40 (Admission Tax), 5.45 (Business License Tax), 5.46 (Square Footage Tax), 5.48 (Business Tax-Utilities), 5.50 (Firearms and Ammunition Tax), 5.52 (Gambling Tax), and 5.53 (Sweetened Beverage Tax) shall be due and payable in quarterly installments. The Director may use discretion to assign businesses to a monthly or annual reporting period depending on the tax amount owing or type of tax. Taxes imposed by subsections 5.52.030.A.2 and 5.52.030.B.2 for ~~((punchboards))~~ punch boards and pull-tabs shall be due and payable in monthly installments. Tax returns and payments are due on or before the last day of the next month following the end of the assigned reporting period covered by the return.

\* \* \*

Section 6. Subsection 5.55.060.A of the Seattle Municipal Code, which section was last amended by Ordinance 125324, is amended as follows:

**5.55.060 Records to be preserved-Examination-Inspection-Search warrants-Estoppel to question assessment**

A. Every person liable for any fee or tax imposed by this Chapter 5.55 and Chapters 5.32, 5.35, 5.39, 5.40, 5.45, 5.46, 5.48, 5.50, 5.52, and 5.53 shall keep and preserve, for a period of five years after filing a tax return, such records as may be necessary to determine the amount of any fee or tax for which the person may be liable; which records shall include copies of all federal income tax and state tax returns and reports made by the person. All books, records, papers, invoices, ticket stubs, vendor lists, gambling games, and payout information, inventories, stocks of merchandise, and other data, including federal income tax and state tax returns, and reports needed to determine the accuracy of any taxes due, shall be open for inspection or examination at any time by the Director or a duly authorized agent. Every person's business premises shall be open for inspection or examination by the Director or a duly authorized agent. For the purposes of this Section 5.55.060, for the tax imposed by Chapter 5.53, "business premises" means wherever the person's business records and tax documents are maintained and does not mean every site owned or operated by the person.

\* \* \*

Section 7. Subsection 5.55.150.E of the Seattle Municipal Code, which section was last amended by Ordinance 125324, is amended as follows:

**5.55.150 Appeal to the Hearing Examiner**

\* \* \*

E. The Hearing Examiner shall ascertain the correct amount of the tax, fee, interest, or penalty due either by affirming, reversing, or modifying an action of the Director. Reversal or modification is proper if the Director's assessment or refund denial violates the terms of this Chapter 5.55, or Chapters 5.30, 5.32, 5.35, ((~~5.37,~~) 5.39, 5.40, 5.45, 5.46, 5.48, 5.50, 5.52, or 5.53.

Section 8. Section 5.55.165 of the Seattle Municipal Code, last amended by Ordinance 125324, is amended as follows:

**5.55.165 Director of Finance and Administrative Services to make rules**

The Director of Finance and Administrative Services shall have the power and it shall be the Director's duty, from time to time, to adopt, publish, and enforce rules and regulations not inconsistent with this Chapter 5.55, with Chapters 5.30, 5.32, 5.35, 5.39, 5.40, 5.45, 5.46, 5.48, 5.50, 5.52, or 5.53, or with law for the purpose of carrying out the provisions of such chapters, and it shall be unlawful to violate or fail to comply with any such rule or regulation.

Section 9. Subsections 5.55.220.A and 5.55.220.B of the Seattle Municipal Code, which section was last amended by Ordinance 125324, are amended as follows:

**5.55.220 Unlawful actions-Violation-Penalties**

A. It shall be unlawful for any person subject to the provisions of this Chapter 5.55 or Chapters 5.32, 5.35, 5.39, 5.40, 5.45, 5.46, 5.48, 5.50, 5.52, and 5.53:

1. To violate or fail to comply with any of the provisions of this Chapter 5.55, or Chapters 5.32, 5.35, 5.39, 5.40, 5.45, 5.46, 5.48, 5.50, 5.52, and 5.53, or any lawful rule or regulation adopted by the Director;
2. To make or manufacture any license required by this Chapter 5.55 except upon authority of the Director;
3. To make any false statement on any license, application, or tax return;
4. To aid or abet any person in any attempt to evade payment of a license fee or tax;
5. To refuse admission to the Director to inspect the premises and/or records as required by this Chapter 5.55, or to otherwise interfere with the Director in the performance of duties imposed by Chapters 5.32, 5.35, 5.39, 5.40, 5.45, 5.46, 5.48, 5.50, 5.52, and 5.53;
6. To fail to appear or testify in response to a subpoena issued pursuant to Section 3.02.12<sup>^</sup>

in any proceeding to determine compliance with this Chapter 5.55 and Chapters 5.32, 5.35, 5.39, 5.40, 5.45, 5.46, 5.48, 5.50, 5.52, and 5.53;

7. To testify falsely in any investigation, audit, or proceeding conducted pursuant to this Chapter 5.55;

8. To continue to engage in any business activity, profession, trade, or occupation after the revocation of or during a period of suspension of a business license tax certificate issued under Section 5.55.030; or

9. In any manner, to hinder or delay the City or any of its officers in carrying out the provisions of this Chapter 5.55 or Chapters 5.32, 5.35, 5.39, 5.40, 5.45, 5.46, 5.48, 5.50, 5.52, and 5.53.

B. Each violation of or failure to comply with the provisions of this Chapter 5.55, or Chapters 5.32, 5.35, (~~(5.37,)~~) 5.39, 5.40, 5.45, 5.46, 5.48, 5.50, 5.52, or 5.53 shall constitute a separate offense. Except as provided in subsection 5.55.220.C, any person who commits an act defined in subsection 5.55.220.A is guilty of a gross misdemeanor, punishable in accordance with Section 12A.02.070. The provisions of Chapters 12A.02 and 12A.04 apply to the offenses defined in subsection 5.55.220.A, except that liability is absolute and none of the mental states described in Section 12A.04.030 need be proved.

\* \* \*

Section 10. Subsection 5.55.230.A of the Seattle Municipal Code, which section was last amended by Ordinance 125324, is amended as follows:

**5.55.230 Denial, revocation of, or refusal to renew business license tax certificate**

A. The Director, or the Director's designee, has the power and authority to deny, revoke, or refuse to renew any business license tax certificate or amusement device license issued under the provisions of this Chapter 5.55. The Director, or the Director's designee, shall notify such applicant or licensee in writing by mail in accordance with Section 5.55.180 of the denial of, revocation of, or refusal to renew the license and on what grounds such a decision was based. The Director may deny, revoke, or refuse to renew any business license ta

certificate or other license issued under this Chapter 5.55 on one or more of the following grounds:

1. The license was procured by fraud or false representation of fact.
2. The licensee has failed to comply with any provisions of this Chapter 5.55.
3. The licensee has failed to comply with any provisions of Chapters 5.32, 5.35, 5.39, 5.40, 5.45, 5.46, 5.48, 5.50, 5.52, or 5.53.
4. The licensee is in default in any payment of any license fee or tax under Title 5 or Title 6.

Section 11. Severability. If any part, provision, or section of this ordinance is held to be void or unconstitutional, all other parts, provisions, and sections of this ordinance not expressly so held to be void or unconstitutional shall continue in full force and effect.

Section 12. It is the intent of the Mayor and the Council through the annual budget process to use the proceeds of the tax imposed by Seattle Municipal Code Section 5.39.030 for the following purposes:

- A. Administrative costs related to the tax and regulations of TNC drivers;
- B. Investment in affordable housing near transit;
- C. Transportation and transit investments, including the Center City Connector Streetcar, and
- D. A driver conflict resolution center.

Section 13. Sections 1 through 12 of this ordinance shall take effect on July 1, 2020.

Section 14. This ordinance shall take effect and be in force 30 days after its approval by the Mayor, but if not approved and returned by the Mayor within ten days after presentation, it shall take effect as provided by Seattle Municipal Code Section 1.04.020.

Passed by the City Council the \_\_\_\_\_ day of \_\_\_\_\_, 2019, and signed by me in open session in authentication of its passage this \_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_



President \_\_\_\_\_ of the City Council

Approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Jenny A. Durkan, Mayor

Filed by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Monica Martinez Simmons, City Clerk

(Seal)

**SUMMARY and FISCAL NOTE\***

<b>Department:</b>	<b>Dept. Contact/Phone:</b>	<b>CBO Contact/Phone:</b>
Mayor's Office	Kate Garman/7-8760	George Dugdale/3-9297

\* Note that the Summary and Fiscal Note describes the version of the bill or resolution as introduced; final legislation including amendments may not be fully described.

**1. BILL SUMMARY**

**Legislation Title:** AN ORDINANCE relating to taxation; imposing a tax on transportation network companies; adding a new Chapter 5.39 to the Seattle Municipal Code; and amending Sections 5.30.010, 5.30.060, 5.55.010, 5.55.040, 5.55.060, 5.55.150, 5.55.165, 5.55.220, and 5.55.230 of the Seattle Municipal Code.

**Summary and background of the Legislation:** The City intends to exercise its taxing authority, as granted by the Washington State Constitution and as authorized by the Washington State Legislature, to impose a tax on Transportation Network Companies (TNCs) operating in the City. The new tax would be imposed at \$0.57 per ride that originates within the city limits of the City of Seattle. No tax would be due from a transportation network company that reports fewer than one million trips that originate in the City in the prior calendar quarter.

\$0.06 of the tax will be offset by lowering of an existing fee on TNC rides in the City. Companion legislation to this bill lowers that fee.

**2. CAPITAL IMPROVEMENT PROGRAM**

Does this legislation create, fund, or amend a CIP Project?      \_\_\_ Yes  X  No

**3. SUMMARY OF FINANCIAL IMPLICATIONS**

Does this legislation amend the Adopted Budget?      \_\_\_ Yes  X  No

<b>Appropriation change (\$):</b>	<b>General Fund \$</b>		<b>Other \$</b>	
	<b>2020</b>	<b>2021</b>	<b>2020</b>	<b>2021</b>
<b>Estimated revenue change (\$):</b>	<b>Revenue to General Fund</b>		<b>Revenue to Other Funds</b>	
	<b>2020</b>	<b>2021</b>	<b>2020</b>	<b>2021</b>
	<b>\$9,417,005</b>	<b>\$19,911,013</b>		
<b>Positions affected:</b>	<b>No. of Positions</b>		<b>Total FTE Change</b>	
	<b>2020</b>	<b>2021</b>	<b>2019</b>	<b>2020</b>

**Does the legislation have other financial impacts to the City of Seattle that are not reflected in the above, including direct or indirect, short-term or long-term costs?**

This legislation will be complemented by proposed appropriations in the 2020 that provide funding for the Department of Finance and Administrative Services (FAS) to allow for implementation and collection of this tax and for the estimated first half-year of revenues to be held in Finance General, pending future appropriation.

**Is there financial cost or other impacts of *not* implementing the legislation?**

Not implementing the legislation would not cause any additional financial costs, but proposed expenditures for Affordable Housing, Transportation, Worker Protections and Tax Administration set out in the companion spending Resolution would not be available to the City.

**3.a. Appropriations**

This legislation adds, changes, or deletes appropriations.

**3.b. Revenues/Reimbursements**

This legislation adds, changes, or deletes revenues or reimbursements.

**Anticipated Revenue/Reimbursement Resulting from this Legislation:**

Fund Name and Number	Dept	Revenue Source	2020 Revenue	2021 Estimated Revenue
General Fund (00100)		Seattle TNC Tax	\$9,417,055	\$19,911,013
<b>TOTAL</b>			<b>\$9,417,055</b>	<b>\$19,911,013</b>

**Is this change one-time or ongoing?**

This is an ongoing change.

**Revenue/Reimbursement Notes:**

The spending plan for these additional revenues is included as part of the companion Resolution. The 2020 revenue number assumes revenues are collected starting July 1, 2020.

**3.c. Positions**

This legislation adds, changes, or deletes positions.

**Position Notes:** The anticipated impact of this legislation is the addition of 3.0 FTE positions in FAS. Those positions will be legislated in 2020.

#### 4. OTHER IMPLICATIONS

- a. Does this legislation affect any departments besides the originating department?**  
The Department of Finance and Administrative Services will administer the tax. The uses of proceeds from the tax are discussed in the companion Resolution to this legislation.
- b. Is a public hearing required for this legislation?**  
No
- c. Does this legislation require landlords or sellers of real property to provide information regarding the property to a buyer or tenant?**  
No
- d. Is publication of notice with *The Daily Journal of Commerce* and/or *The Seattle Times* required for this legislation?**  
No
- e. Does this legislation affect a piece of property?**  
No
- f. Please describe any perceived implication for the principles of the Race and Social Justice Initiative. Does this legislation impact vulnerable or historically disadvantaged communities? What is the Language Access plan for any communications to the public?**  
The proceeds from tax will be used to provide support to affordable housing near frequent transit, transportation, and a driver conflict resolution center and other driver protections. People of color are disproportionately affected by rising costs associated with housing affordability and access to transportation. In addition, the Driver Resolution Center will provide resolution services to TNC drivers and TNCs, which may include services such as providing a venue for drivers to contest deactivation by a TNC. Many drivers are people of color and/or immigrants.
- g. If this legislation includes a new initiative or a major programmatic expansion: What are the specific long-term and measurable goal(s) of the program? How will this legislation help achieve the program's desired goal(s).**  
Revenues from the tax will be reported at least annually once the tax is being collected. Evaluation methods for the programs funded by the revenue stream will be detailed as those programs are funded once the tax is in effect.

**List attachments/exhibits below:**



Legislation Text

File #: CB 119685, Version: 1

CITY OF SEATTLE

ORDINANCE \_\_\_\_\_

COUNCIL BILL \_\_\_\_\_

AN ORDINANCE relating to transportation network company fees; changing the per-ride fee amount for trips originating in Seattle; deleting obsolete provisions; and amending Section 6.310.150 of the Seattle Municipal Code.

WHEREAS, the Director of the Department of Finance and Administrative Services (FAS) has reviewed the revenue from transportation network company (TNC) per-ride regulatory fees and the costs for FAS to operate, regulate, and enforce the TNC regulatory scheme; and

WHEREAS, the Director of FAS has determined that the per-ride cost should be adjusted downward to offset FAS's current and anticipated TNC operational, regulatory, and enforcement costs; and

WHEREAS, several provisions of Seattle Municipal Code Section 6.310.150 apply only to 2014-2015 and are now obsolete; NOW, THEREFORE,

**BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:**

Section 1. Section 6.310.150 of the Seattle Municipal Code, last amended by Ordinance 124524, is amended as follows:

**6.310.150 Fees**

The following nonrefundable fees shall apply:

A. ~~((Upon the effective date of this ordinance, taxicab))~~ Taxicab association, taxicab, and for-hire vehicle license and for-hire driver fees (excluding ~~((Transportation Network Company))~~ transportation network company (TNC) for-hire drivers) ~~((for the 2014-2015 vehicle licensing year))~~ shall be:

1. Taxicab Association	
a. Annual fee	\$1,000

1021

b. Late renewal fee	\$100
2. Taxicab or for-hire vehicle fees	
a. Annual license fee	\$500
b. Wheelchair accessible taxicab annual license	Waived
c. Late fee (license renewal)	\$60
d. Change of vehicle licensee:	
i. July-December	\$500
ii. January-June (half year)	\$250
iii. May 16-June 30*	
e. Replace taxicab plate	\$25
f. Special inspection fee**	\$100/hour (1/2 hour minimum)
g. Inspection rescheduling fee (non-City license)	\$25
h. Taxicab change of association affiliation	\$100
i. Change of licensee corporation, limited liability members	\$100
j. Taximeter test (when not part of annual inspection)	\$50
((k. This section 6.310.150.A.2 shall take effect and be in force retroactively as of May 1, 2014 in for the 2014-15 vehicle licensing year July 1, 2014 through June 30, 2015.))	
*No change of taxicab licensee or for-hire vehicle licensee fee is due if the transfer occurs between taxicab or for-hire vehicle licensee and the annual license renewal are accomplished together and	
**For testing of taxicab meter or taxicab inspections provided to other municipalities.	
3. For-hire driver license fees:	
a. Annual fee Late fee	\$50 \$15
((Add/change affiliation***)	\$20))
b. Replacement license	\$5
c. Other training and licensing fees (fingerprinting, ID photo, background check): Charge as determined	
(***)For-hire drivers may only be affiliated with a maximum of three taxicab associations at any time. If a driver is affiliated with three associations and now wants to delete one association and add another.)	

B. Transportation ((~~Network Company (TNC) License, Vehicle Endorsement~~)) network company license, vehicle endorsement, and for-hire ((For Hire Driver's License Fees)) driver's license fees shall be:

((~~Upon the effective date of this ordinance,~~)) TNCs shall pay ((~~\$0.10~~)) \$0.08 per ride for all trips originating in Seattle to cover the estimated enforcement and regulatory costs of TNC licensing, vehicle

endorsements and driver licensing. ~~((After six months or any time thereafter, the))~~ The Director may adjust this per-ride fee based on the number of new TNC licenses, for-hire driver's licenses and vehicle endorsements issued, and ~~((total))~~ quarterly number of TNC trips originating in Seattle. ~~((provided in the previous quarter, as reported pursuant to Section 6.310.540.))~~ The purpose of any adjustment is to ensure that the per-ride fee covers the estimated enforcement and regulatory costs of TNC licensing, vehicle endorsements, and driver licensing. ~~((Total TNC industry fees shall not exceed \$525,000 in year one. Unless the Director finds that a TNC has not paid its proportional fees covering the cost of enforcement and regulatory costs for the prior year, at))~~ At the time of renewing the TNC license, the fees for the current TNC license, vehicle endorsements, and for-hire driver licenses shall be renewed upon approval of completed renewal applications and upon the condition that the TNC is current on the per-ride fee and continues to submit quarterly per-ride fees.

C. The Director may adjust any of the fees in ~~((subsection A after the ordinance's effective date, and any of the fees in subsection B six months after the ordinance's effective date,))~~ this Section 6.310.150 following consideration of the following nonexclusive factors: the projected costs and annual budget allotted for enforcement and regulatory costs across the for-hire transportation industry, the need for increased street inspection in order to reduce illegal activity, the total number of trips originating in Seattle across the for-hire transportation industry, and the administrative burden of issuing additional taxicab licenses, TNC licenses, for-hire driver's licenses, and TNC vehicle endorsements. The purpose of any adjustment is to ensure that the fees cover the Director's enforcement and regulatory costs.

Section 2. Section 1 of this ordinance shall take effect on July 1, 2020.

Section 3. This ordinance shall take effect and be in force 30 days after its approval by the Mayor, but if not approved and returned by the Mayor within ten days after presentation, it shall take effect as provided by Seattle Municipal Code Section 1.04.020.

Passed by the City Council the \_\_\_\_\_ day of \_\_\_\_\_, 2019, and signed by 1023

me in open session in authentication of its passage this \_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
President \_\_\_\_\_ of the City Council

Approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Jenny A. Durkan, Mayor

Filed by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Monica Martinez Simmons, City Clerk

(Seal)



**SUMMARY and FISCAL NOTE\***

<b>Department:</b>	<b>Dept. Contact/Phone:</b>	<b>CBO Contact/Phone:</b>
FAS	Ann Gorman/615-0797	George Dugdale/733-9110

\* Note that the Summary and Fiscal Note describes the version of the bill or resolution as introduced; final legislation including amendments may not be fully described.

**1. BILL SUMMARY**

**Legislation Title:** AN ORDINANCE relating to transportation network company fees; changing the per-ride fee amount for trips originating in Seattle; deleting obsolete provisions; and amending Section 6.310.150 of the Seattle Municipal Code.

**Summary and background of the Legislation:** Seattle Municipal Code Section 6.310.150 allows the Department of Finance and Administrative Services (FAS) to charge a per-ride regulatory fee to recover the costs of FAS to operate, regulate, and enforce the City’s Transportation Network Company (TNC) regulatory scheme.

FAS has determined that the cost of this per-ride fee should be adjusted downwards, from \$.14 per ride to \$0.08 to better reflect the anticipated costs of operating the regulatory scheme. The proposed legislation reduces the current \$0.14 per-ride surcharge to \$0.08, effective July 1, 2020.

**2. CAPITAL IMPROVEMENT PROGRAM**

Does this legislation create, fund, or amend a CIP Project?       Yes  No

**3. SUMMARY OF FINANCIAL IMPLICATIONS**

Does this legislation amend the Adopted Budget?       Yes  No

Appropriation change (\$):	General Fund \$		Other \$	
	2020	2021	2020	2021
Estimated revenue change (\$):	Revenue to General Fund		Revenue to Other Funds	
	2020	2021	2020	2021
			(\$913,332)	(\$2,095,896)
Positions affected:	No. of Positions		Total FTE Change	
	2020	2021	2020	2021
	0	0	0	0

Does the legislation have other financial impacts to the City of Seattle that are not reflected in the above, including direct or indirect, short-term or long-term costs?  
 No.

**Is there financial cost or other impacts of *not* implementing the legislation?**

Not implementing this legislation would result in continued collection of the \$0.14 per-ride surcharge.

**3.a. Appropriations**

This legislation adds, changes, or deletes appropriations.

**3.b. Revenues/Reimbursements**

This legislation adds, changes, or deletes revenues or reimbursements.

**Anticipated Revenue/Reimbursement Resulting from this Legislation:**

Fund Name and Number	Dept	Revenue Source	2020 Revenue	2021 Estimated Revenue
12100	FAS	Net per-ride surcharges	(\$913,332)	(\$2,095,896)
<b>TOTAL</b>			<b>(\$913,332)</b>	<b>(\$2,095,896)</b>

**Is this change one-time or ongoing?**

This change is ongoing.

**3.c. Positions**

This legislation adds, changes, or deletes positions.

**4. OTHER IMPLICATIONS**

- a. Does this legislation affect any departments besides the originating department?  
No.
- b. Is a public hearing required for this legislation?  
No.
- c. Does this legislation require landlords or sellers of real property to provide information regarding the property to a buyer or tenant?  
No.
- d. Is publication of notice with *The Daily Journal of Commerce* and/or *The Seattle Times* required for this legislation?  
No.
- e. Does this legislation affect a piece of property?  
No.

**f. Please describe any perceived implication for the principles of the Race and Social Justice Initiative. Does this legislation impact vulnerable or historically disadvantaged communities? What is the Language Access plan for any communications to the public?**  
No perceived impacts.

**g. If this legislation includes a new initiative or a major programmatic expansion: What are the specific long-term and measurable goal(s) of the program? How will this legislation help achieve the program's desired goal(s)?**  
n/a

**List attachments/exhibits below:**

n/a



Legislation Text

---

**File #:** CB 119686, **Version:** 1

---

**CITY OF SEATTLE**

**ORDINANCE \_\_\_\_\_**

**COUNCIL BILL \_\_\_\_\_**

AN ORDINANCE relating to transportation network company drivers; establishing deactivation protections for transportation network company drivers; amending Section 3.15.000 of the Seattle Municipal Code; and adding a new Chapter 14.32 to the Seattle Municipal Code.

WHEREAS, the Washington Constitution provides in Article XI, Section 11 that “[a]ny county, city, town or township may make and enforce within its limits all such local police, sanitary and other regulations as are not in conflict with general laws”; and

WHEREAS, the state of Washington, in Revised Code of Washington (RCW) 46.72.001, has authorized political subdivisions of the state to regulate for-hire drivers and for-hire transportation services, which terms encompass the regulation of transportation network company (TNC) drivers, TNCs, and TNC services, to ensure safe and reliable TNC services; and

WHEREAS, TNCs provide application dispatch services that allow passengers to directly request the dispatch of drivers via the internet using mobile interfaces such as smartphone applications; and

WHEREAS, in 2018, the two largest TNCs accounted for over 24 million trips in the City and King County; and

WHEREAS, these two companies are also major hiring entities, accounting for most of the 31,676 TNC drivers issued permits by King County in 2018 as recorded by the King County Department of Licensing; and

WHEREAS, the regulation of TNC driver protections better ensures that drivers can perform their services in a safe and reliable manner and thereby promotes the welfare of the people and is thus a fundamental governmental function; and

1028

WHEREAS, the establishment of minimum labor standards for TNC drivers is a subject of vital and imminent concern to the people of this City and requires appropriate action by City Council to establish such minimum labor standards within the City; NOW, THEREFORE,

**BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:**

Section 1. Findings

A. In order to protect the public health, safety, and welfare, The City of Seattle is granted express authority to regulate for-hire transportation services pursuant to chapter 46.72 RCW. This authority includes regulating entry, requiring a license, controlling rates, establishing safety requirements, and any other requirement to ensure safe and reliable transportation services.

B. In the pursuit of economic opportunity, many transportation network company (TNC) drivers are immigrants and people of color who have taken on debt or invested their savings to purchase and/or lease vehicles to provide TNC services.

C. The TNCs represent that their business models rely on TNC drivers being classified as independent contractors, and that they are exempt from minimum labor standards established by federal, state, and local law.

D. TNC drivers are subject to TNC companies' policies that can be unilaterally changed so they can be deactivated for a variety of reasons, and they do not have consistent access to due process for such deactivations, nor do they have regular access to human resources staff who have the power to correct unwarranted deactivations, via either in-person meeting or telephone, to air their deactivation-related grievances.

E. The TNCs deactivate drivers with unclear processes for review of those deactivations. Establishing a reasonable standard for the deactivations of TNC drivers as well as access to a neutral Deactivation Appeals Process in which unwarranted deactivations may be challenged will help ensure that thousands of drivers who provide vital transportation services in Seattle will be able enjoy a small measure of

job security.

F. TNC drivers who have protection against unwarranted deactivation will be more likely to remain in their positions over time, and to devote more time to their work as TNC drivers. Such experienced drivers will improve the safety and reliability of the TNC services provided by the TNCs to passengers and thus reduce safety and reliability problems created by frequent turnover in the TNC services industry.

Section 2. A new Chapter 14.32 is added to the Seattle Municipal Code as follows:

**CHAPTER 14.32 TRANSPORTATION NETWORK COMPANY DRIVERS DEACTIVATION RIGHTS**

**14.32.010 Short title**

This Chapter 14.32 shall constitute the “Transportation Network Company Driver Deactivation Rights Ordinance” and may be cited as such.

**14.32.015 Declaration of policy**

It is declared to be the policy of the City, in the exercise of its police powers for the protection of the public health, safety, and general welfare, and for the maintenance of peace and good government, to ensure that TNC drivers can perform their services in a safe and reliable manner, and thereby promote the welfare of the people who rely on such services to meet their transportation needs.

**14.32.020 Definitions**

For the purposes of this Chapter 14.32:

“Agency” means the Office of Labor Standards and any division therein.

“Aggrieved party” means the TNC driver or other person who suffers tangible or intangible harm due to the TNC’s violation of this Chapter 14.32.

“Application dispatch” means technology that allows consumers to directly request dispatch of TNC drivers for trips and/or allows TNC drivers or TNCs to accept trip requests and payments for trips via the internet using mobile interfaces such as, but not limited to, smartphone and tablet applications.

“Available platform time” means the time a TNC driver is logged in to the driver platform prior to

receiving a trip request from a TNC.

“City” means The City of Seattle.

“Compensation” means payment owed to a TNC driver by reason of providing TNC services.

“Days” means calendar days.

“Deactivation” means the blocking of a TNC driver’s access to the driver platform, changing a TNC driver’s status from eligible to provide TNC services to ineligible, or other material restriction in access to the driver platform that is effected by a TNC.

“Director” means the Director of the Office of Labor Standards.

“Dispatch location” means the location of the TNC driver at the time the TNC driver accepts a trip request from the TNC.

“Dispatch platform time” means the time a TNC driver spends traveling from dispatch location to passenger pick-up location. Dispatch platform time ends when a passenger cancels a trip, fails to appear for a trip, or enters the TNC driver’s vehicle.

“Driver platform” means the driver-facing application dispatch system software or any online-enabled application service, website, or system, used by a TNC driver, that enables the prearrangement of passenger trips for compensation.

“Driver Resolution Center” means a non-profit organization registered with the Washington Secretary of State that contracts with the Agency to provide culturally competent TNC driver representation services, outreach, and education, that is affiliated with an organization that has experience representing workers in grievance proceedings and whose administration and/or formation was/is not funded, excessively influenced, or controlled by a TNC.

“Operating in Seattle” means, with respect to a TNC, providing application dispatch services to any affiliated driver at any time for the transport of any passenger for compensation from or to a point within the geographical confines of Seattle.

“Passenger drop-off location” means the location where a passenger exits a TNC driver’s vehicle at the end of a trip.

“Passenger pick-up location” means the location where a passenger has requested to be picked up at the time of dispatch, for the purpose of receiving TNC services.

“Passenger platform time” means the period of time commencing when a passenger enters the TNC driver’s vehicle until the time when the passenger exits the TNC vehicle.

“Representative” means a person who gives advice or guidance and includes, but is not limited to, family members, friends, licensed professionals, attorneys, advocates, and Driver Resolution Center advocates.

“Respondent” means the TNC who is alleged or found to have committed a violation of this Chapter 14.32.

“TNC services” means services related to the transportation of passengers that are provided by a TNC driver while logged in to the driver platform, including services provided during available platform time, dispatch platform time, and passenger platform time.

“Transportation network company” or “TNC” means an organization whether a corporation, partnership, sole proprietor, or other form, licensed or required to be licensed under Chapter 6.310, operating in Seattle that offers prearranged transportation services for compensation using an online-enabled application or platform, such as an application dispatch system, to connect passengers with drivers using a “transportation network company (TNC) endorsed vehicle,” as defined in Chapter 6.310.

“Transportation network company driver” or “TNC driver” means a licensed for-hire driver, as defined in Chapter 6.310, affiliated with and accepting trips from a licensed transportation network company. For purposes of this Chapter 14.32, at any time that a driver is logged into the driver platform, the driver is considered a TNC driver.

“TNC dispatched trip” or “trip” means the dispatch of a TNC driver to provide transportation to a passenger in a TNC endorsed vehicle through the use of a TNC’s application dispatch system. The term “TNC”



dispatched trip” or “trip” does not include transportation provided by taxicabs or for-hire vehicles, as defined in Chapter 6.310.

“Written” or “writing” means a printed or printable communication in physical or electronic format including a communication that is transmitted through email, text message, or a computer system, or is otherwise sent and maintained electronically.

#### **14.32.030 TNC driver coverage**

A TNC driver is covered by this Chapter 14.32 if the TNC driver provides TNC services within the geographic boundaries of the City for a TNC covered by this Chapter 14.32.

#### **14.32.040 TNC coverage**

A. TNCs that report greater than 1,000,000 trips that originate in the City per the most recent quarterly report under Section 6.310.540 are covered under this Chapter 14.32.

B. Separate entities that form an integrated enterprise shall be considered a single TNC under this Chapter 14.32. Separate entities will be considered an integrated enterprise and a single TNC under this Chapter 14.32 where a separate entity controls the operation of another entity. The factors to consider include, but are not limited to:

1. Degree of interrelation between the operations of multiple entities;
2. Degree to which the entities share common management;
3. Centralized control of labor relations; and
4. Degree of common ownership or financial control over the entities.

#### **14.32.050 Protection from unwarranted deactivation**

A. TNC driver deactivation rights

1. No TNC shall subject a TNC driver to unwarranted deactivation, as defined by Director’s rule.

2. Subject to driver eligibility standards created by Director’s rule, a TNC driver shall have

a right to challenge all permanent deactivations and temporary deactivations, as defined by Director’s rule.

3. The TNC driver has the right to elect between representing themselves during any deactivation challenge or being represented by a representative, including an advocate from the Driver Resolution Center. The Driver Resolution Center shall have discretion to determine whether to represent a TNC driver.

4. Upon deactivation, every TNC shall furnish to the TNC driver a written statement of the reasons for and effective date of deactivation and provide notice, in a form and manner designated by the Agency, of the TNC driver’s right to challenge such deactivation under this Section 14.32.050. The Agency shall create and distribute the notice in English and other languages as provided by rules issued by the Director.

B. The TNC driver and TNC may, by mutual agreement, proceed to arbitration through the Deactivation Appeals Panel arbitration (“Panel arbitration”) proceeding created by this Chapter 14.32 instead of proceeding under any applicable arbitration agreement between the TNC driver and the TNC (“private arbitration agreement”). In the absence of a private arbitration agreement between a TNC driver and a TNC, the TNC driver shall have an absolute right to challenge the deactivation pursuant to subsections 14.32.050.C and 14.32.050.D, regardless of agreement by the TNC.

C. Deactivation Appeals Panel process

1. If the TNC driver and TNC agree to proceed to arbitration through the Deactivation Appeals Panel arbitration proceeding created by this Chapter 14.32, the TNC driver and/or a representative must provide notice to the TNC of intent to challenge the deactivation no later than 60 days after the deactivation.

2. The TNC and the TNC driver and/or a representative shall attempt to resolve the challenge informally no later than 15 days after the notice of intent to challenge has been provided to the TNC, or within a time frame mutually agreed by the parties.

3. If the parties resolve the challenge informally pursuant to subsection 14.32.050.C.2, the

must memorialize that resolution in a written agreement.

4. The TNC driver and/or representative must provide notice of intent to arbitrate to the TNC no later than 15 days after the notice of intent to challenge has been provided to the TNC under subsection 14.32.050.C.1.

5. If a TNC driver demonstrates that a TNC failed to engage in the informal appeals process under this subsection 14.32.050.C, there shall be a presumption, rebuttable by clear and convincing evidence, before the Deactivation Appeals Panel that the deactivation is unwarranted.

**D. Deactivation Appeals Panel**

1. The City shall establish a “Deactivation Appeals Panel” (“Panel”) for purposes of hearing TNC driver challenges to deactivations. The Agency shall contract with one or more persons or entities (“neutral arbitrator”) to conduct arbitration proceedings to hear deactivation challenges. The neutral arbitrator shall be one member of the Panel. The remaining Panel members shall consist of an equal number of partisan panel members, representing the interests of the TNC driver and the TNC, respectively. The partisan panel members shall not be compensated by the City.

2. The utilization of the Panel arbitration proceeding created by this Chapter 14.32 is voluntary upon agreement by both parties and shall be of no cost to the TNC driver. If utilized, the Panel shall be the sole arbitration proceeding for challenging the deactivation.

3. The cost of arbitration, including any fee charged by an arbitrator, will be shared equally by the TNC and the Driver Resolution Center. If the TNC driver is not represented by a representative of the Driver Resolution Center, the TNC shall be solely responsible for the cost of arbitration.

4. The arbitration shall be conducted no later than 30 days after the notice of intent to arbitrate has been provided to the TNC under subsection 14.32.050.C.4, within a time frame mutually agreed by the parties, or as ordered by the Panel.

5. Subject to rules issued by the Director, the Panel may conduct pre-hearing procedures, & 1035

well as an evidentiary hearing at which parties shall be entitled to present witnesses and written evidence relevant to the dispute, and to cross-examine witnesses.

6. The Panel's decision in any case shall be by majority vote, with each arbitrator holding one vote.

7. The Panel shall issue a written decision and, if appropriate, award relief. The Panel shall endeavor to issue the written decision within 48 hours of the evidentiary hearing.

8. Upon a decision concluding an unwarranted deactivation occurred, the Panel may order such relief as may be appropriate to remedy the violation including, without limitation, all remedies provided in Section 14.32.170. Should the Panel order that the TNC driver be reinstated, such order shall be limited to reinstatement to provide TNC services from a passenger drop-off location or a passenger pick-up location in the City.

9. The decision of the Panel shall be final and binding upon the parties.

10. Nothing in this subsection 14.32.050.D shall be construed as restricting a TNC driver's right to pursue any remedy at law or equity for an unwarranted deactivation.

11. The Director shall issue rules to effectuate the terms of this Section 14.32.050 including, but not limited to, rules regarding the definition of unwarranted deactivation, driver eligibility to challenge deactivations, the selection of and criteria for the neutral arbitrator and partisan panel members, and the number of partisan panel members. The Director shall further consider methods to protect passenger privacy and address potential safety concerns during the Deactivation Appeal Panel proceeding.

E. Subject to the provisions of this Section 14.32.050 and rules issued by the Director, a TNC may immediately deactivate a TNC driver if such action is required to comply with any applicable local, state, or federal laws or regulations or where a TNC driver has engaged in egregious misconduct.

F. For deactivations not described in subsection 14.32.050.E, the TNC shall provide the TNC driver with 14 days' notice of the impending deactivation.

G. In computing any period of time prescribed or allowed by this Section 14.32.050, the day of the act, event, or default from which the designated period of time begins to run shall not be included. The last day of the period so computed shall be included, unless it is a Saturday, a Sunday, or a federal or City holiday, in which event the period runs until the end of the next day which is neither a Saturday, a Sunday, nor a federal or City holiday.

#### **14.32.060 Driver Resolution Center**

A. The Agency may contract with a Driver Resolution Center to provide driver resolution services.

Those services shall include, but not be limited to:

1. Consultation and/or direct representation for TNC drivers facing deactivation;
2. Other support for TNC drivers to ensure compliance with applicable labor standards

and/or to support their ability to perform TNC services; and

3. Outreach and education to TNC drivers regarding their rights under this Chapter 14.32

and other applicable federal, state, and local laws and regulations.

B. The Director must approve in advance, by rule or otherwise, the provision of any services by a Driver Resolution Center pursuant to contract other than those identified in subsection 14.32.060.A. Any additional services provided must be consistent with this Chapter 14.32.

#### **14.32.116 Rulemaking authority**

The Director is authorized to administer this Chapter 14.32. The Director shall exercise all responsibilities under this Chapter 14.32 pursuant to rules and regulations developed under Chapter 3.02. The Director is authorized to promulgate, revise, or rescind rules and regulations deemed necessary, appropriate, or convenient to administer, and evaluate the provisions of this Chapter 14.32, providing affected entities with due process of law and in conformity with the intent and purpose of this Chapter 14.32.

#### **14.32.140 Violation**

The failure of any respondent to comply with any requirement imposed on the respondent under this Chapter

14.32 is a violation.

#### **14.32.170 Remedies**

A. The payment of unpaid compensation, liquidated damages, and interest provided under this Chapter 14.32 is cumulative and is not intended to be exclusive of any of the above referenced remedies and procedures.

1. Interest shall accrue from the date the unpaid compensation was first due at 12 percent annum, or the maximum rate permitted under RCW 19.52.020.

2. When determining the amount of liquidated damages payable to aggrieved parties due under this Section 14.32.170, the Panel shall consider:

- a. The total amount of unpaid compensation, liquidated damages, and interest due;
- b. The nature and persistence of the violations;
- c. The extent of the respondent's culpability;
- d. The substantive or technical nature of the violations;
- e. The size, revenue, and human resources capacity of the respondent;
- f. The circumstances of each situation;
- g. Other factors pursuant to rules issued by the Director.

B. A respondent found to be in violation of this Chapter 14.32 shall be liable for full payment of unpaid compensation plus interest in favor of the aggrieved party for the period of deactivation under the terms of this Chapter 14.32, and other equitable relief. The Director shall issue rules regarding the method of calculating unpaid compensation. The Director is authorized to designate a daily amount for unpaid compensation. For a first violation of this Chapter 14.32, the Panel may assess liquidated damages in an additional amount of up to twice the unpaid compensation.

1. For subsequent violations of this Chapter 14.32, the Panel may assess an amount of liquidated damages in an additional amount of up to twice the unpaid compensation.

2. For purposes of establishing a first and subsequent violation for this Section 14.32.170, the violation must have occurred within ten years of the settlement agreement or Panel’s written decision.

**14.32.230 Private right of action**

A. Any person or class of persons that suffers financial injury as a result of a violation of this Chapter 14.32, may bring a civil action in a court of competent jurisdiction against the TNC violating this Chapter 14.32 and, upon prevailing, may be awarded reasonable attorney fees and costs and such legal or equitable relief as may be appropriate to remedy the violation including, without limitation, the payment of any unpaid compensation plus interest due to the person and liquidated damages in an additional amount of up to twice the unpaid compensation. Interest shall accrue from the date the unpaid compensation was first due at 12 percent per annum, or the maximum rate permitted under RCW 19.52.020.

B. For purposes of this Section 14.32.230, “person” includes any entity a member of which has suffered financial injury, or any other individual or entity acting on behalf of an aggrieved party that has suffered financial injury.

C. For purposes of determining membership within a class of persons entitled to bring an action under this Section 14.32.230, two or more TNC drivers are similarly situated if they:

1. Are or were contracted to perform TNC services by the same TNC or TNCs, whether concurrently or otherwise, at some point during the applicable statute of limitations period,
2. Allege one or more violations that raise similar questions as to liability, and
3. Seek similar forms of relief.

D. For purposes of subsection 14.32.230.C, TNC drivers shall not be considered dissimilar solely because their:

1. Claims seek damages that differ in amount, or
2. Job titles or other means of classifying TNC drivers differ in ways that are unrelated to their claims.

E. Nothing contained in this Chapter 14.32 is intended to be nor shall be construed to create or form the basis for any liability on the part of the City, or its officers, employees, or agents, for any injury or damage resulting from or by reason of any act or omission in connection with the implementation or administration of this Chapter 14.32 on the part of the City by its officers, employees, or agents.

**14.32.235 Encouragement of more generous policies**

A. Nothing in this Chapter 14.32 shall be construed to discourage or prohibit a TNC from the adoption or retention of protections more generous than the ones required by this Chapter 14.32.

B. Nothing in this Chapter 14.32 shall be construed as diminishing the obligation of a TNC to comply with any contract, or other agreement providing more generous protections to TNC drivers than required by this Chapter 14.32.

**14.32.240 Other legal requirements**

This Chapter 14.32 defines requirements for TNC driver deactivation protections and shall not be construed to preempt, limit, or otherwise affect the applicability of any other law, regulation, requirement, policy, or standard that provides for greater requirements; and nothing in this Chapter 14.32 shall be interpreted or applied so as to create any power or duty in conflict with federal or state law.

**14.32.250 Severability**

The provisions of this Chapter 14.32 are declared to be separate and severable. If any clause, sentence, paragraph, subdivision, section, subsection, or portion of this Chapter 14.32, or the application thereof to any TNC, TNC driver, or circumstance, is held to be invalid, it shall not affect the validity of the remainder of this Chapter 14.32, or the validity of its application to other persons or circumstances.

Section 3. Section 3.15.000 of the Seattle Municipal Code, last amended by Ordinance 125684, is amended as follows:

**3.15.000 Office of Labor Standards created-Functions**

There is created within the Executive Department an Office of Labor Standards, under the direction of the



Mayor. The mission of the Office of Labor Standards is to advance labor standards through thoughtful community and business engagement, strategic enforcement and innovative policy development, with a commitment to race and social justice. The Office of Labor Standards seeks to promote greater economic opportunity and further the health, safety, and welfare of employees; support employers in their implementation of labor standards requirements; and end barriers to workplace equity for women, communities of color, immigrants and refugees, and other vulnerable workers.

The functions of the Office of Labor Standards are as follows:

- A. Promoting labor standards through outreach, education, technical assistance, and training for employees and employers;
- B. Collecting and analyzing data on labor standards enforcement;
- C. Partnering with community, businesses, and workers for stakeholder input and collaboration;
- D. Developing innovative labor standards policy;
- E. Administering and enforcing City of Seattle ordinances relating to minimum wage and minimum compensation (Chapter 14.19), paid sick and safe time (Chapter 14.16), use of criminal history in employment decisions (Chapter 14.17), wage and tip compensation requirements (Chapter 14.20), secure scheduling (Chapter 14.22), commuter benefits (Chapter 14.30), transportation network company driver deactivation protections (Chapter 14.32), and other labor standards ordinances the City may enact in the future.

\* \* \*

Section 4. No provision of this ordinance shall be construed as providing any determination regarding the legal status of TNC drivers as employees or independent contractors.

Section 5. Section 2 of this ordinance shall take effect on July 1, 2020.

Section 6. This ordinance shall take effect and be in force 30 days after its approval by the Mayor, but if not approved and returned by the Mayor within ten days after presentation, it shall take effect as provided by Seattle Municipal Code Section 1.04.020.

Passed by the City Council the \_\_\_\_\_ day of \_\_\_\_\_, 2019, and signed by  
me in open session in authentication of its passage this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
President \_\_\_\_\_ of the City Council

Approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Jenny A. Durkan, Mayor

Filed by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Monica Martinez Simmons, City Clerk

(Seal)

## SUMMARY and FISCAL NOTE\*

<b>Department:</b>	<b>Dept. Contact/Phone:</b>	<b>CBO Contact/Phone:</b>
Office of Labor Standards	Kerem Levitas, 6-9758	Julie Dingley / 684-5523

*\* Note that the Summary and Fiscal Note describes the version of the bill or resolution as introduced; final legislation including amendments may not be fully described.*

### **1. BILL SUMMARY**

#### **Legislation Title:**

AN ORDINANCE relating to transportation network company drivers; establishing deactivation protections for transportation network company drivers; amending Section 3.15.000 of the Seattle Municipal Code; and adding a new Chapter 14.32 to the Seattle Municipal Code.

#### **Summary and background of the Legislation:**

The ordinance takes effect on July 1, 2020. The ordinance establishes deactivation protections for transportation network company (TNC) drivers, establishes a Deactivation Appeals Panel to hear deactivation disputes, and provides for the Office of Labor Standards (OLS) to contract with a Driver Resolution Center to represent drivers at arbitration proceedings.

1. **Deactivation Rights.** The ordinance establishes the following rights for TNC drivers:
  - a. TNCs may not subject TNC drivers to unwarranted deactivations.
  - b. TNC drivers may challenge any permanent deactivation.
  - c. TNC drivers may represent themselves or be represented by a representative during any deactivation challenge.
  - d. Upon deactivation, a TNC must provide notice of deactivation rights.
2. **Deactivation Appeals.** TNCs may challenge a deactivation through private arbitration under their existing contract with a TNC or through a Deactivation Appeals Panel (DAP). If the DAP process is used, the TNC and TNC driver must attempt to resolve any dispute informally. If the parties fail to resolve the dispute informally, the driver may challenge the deactivation before the DAP. The panel consists of one neutral arbitrator and an equal number of partisan panel members, representing the interests of the TNC driver and the TNC, respectively.
3. **Driver Resolution Center (DRC).** OLS is authorized to contract with a DRC to provide culturally competent consultation and direct representation, as well as outreach and education to drivers regarding their rights under relevant labor standards.

Funding for the Driver Resolution Center and related driver protections will be provided from revenues from the proposed TNC tax found in companion legislation.

## 2. CAPITAL IMPROVEMENT PROGRAM

Does this legislation create, fund, or amend a CIP Project? \_\_\_ Yes  No

## 3. SUMMARY OF FINANCIAL IMPLICATIONS

Does this legislation amend the Adopted Budget? \_\_\_ Yes  No

**Does the legislation have other financial impacts to the City of Seattle that are not reflected in the above, including direct or indirect, short-term or long-term costs?**

Yes – The legislation creates a new labor standard and authorizes OLS to contract with a Driver Resolution Center to provide consultation and direct representation, as well as outreach and education to drivers regarding their rights under relevant labor standards. Additional funding and/or positions needed to carry out the requirements of this bill will be detailed in additional 2020 legislation.

**Is there financial cost or other impacts of *not* implementing the legislation?**

There are no financial costs to the City of not implementing the legislation.

## 4. OTHER IMPLICATIONS

- a. Does this legislation affect any departments besides the originating department?  
No.
- b. Is a public hearing required for this legislation?  
No.
- c. Does this legislation require landlords or sellers of real property to provide information regarding the property to a buyer or tenant?  
No.
- d. Is publication of notice with *The Daily Journal of Commerce* and/or *The Seattle Times* required for this legislation?  
No.
- e. Does this legislation affect a piece of property?  
No.
- f. Please describe any perceived implication for the principles of the Race and Social Justice Initiative. Does this legislation impact vulnerable or historically disadvantaged communities? What is the Language Access plan for any communications to the public?

This ordinance establishes deactivation rights for TNC drivers. TNCs classify these drivers as independent contractors and represent that they are exempt from existing minimum labor standards established by federal, state, and local law. In 2018, the King County Department of Licensing issues 31,676 TNC driver permits. A large number of those drivers are immigrants and people of color who have taken on debt or invested their savings to purchase and/or lease vehicles to provide TNC services. TNC drivers are subject to TNC companies' policies that can be unilaterally changed so they can be deactivated or terminated for a variety of reasons. The TNCs frequently deactivate drivers with limited review of those deactivations. Establishing a reasonable standard for the deactivations of TNC drivers as well as cost-free access to an arbitration process in which unwarranted deactivations may be challenged will help ensure that thousands of drivers, particularly drivers who are immigrants or people of color, and who provide vital transportation services in Seattle will be able enjoy a small measure of job security.

The ordinance requires that notices that are provided by OLS be made available in "English and other languages." OLS has extensive experience developing materials in other languages and working with community partners to ensure that translations are appropriate for the particular demographic groups in impacted communities. OLS intends to provide translations based on the specific demographics of the TNC driver community, as established through available data and consultation with driver and community-based organizations. Further, through the request for proposal process, OLS is committed to ensuring that the DRC provides its services in an accessible manner.

- g. If this legislation includes a new initiative or a major programmatic expansion: What are the specific long-term and measurable goal(s) of the program? How will this legislation help achieve the program's desired goal(s).**

This legislation will be the ninth local labor law (assuming passage of the hotel related legislation now being considered by Council) that OLS will provide education and outreach on and implement. OLS currently has a staff of 28 FTEs and contracts with community-based organizations for outreach and education to both workers and businesses. OLS will evaluate any contract with the DRC using the same metrics it uses to evaluate its contracts with community-based contractors (e.g., number of intakes, number of outreach activities, number of cases, case completion time).

**List attachments/exhibits below:**



Legislation Text

---

**File #:** CB 119687, **Version:** 1

---

**CITY OF SEATTLE**

**ORDINANCE \_\_\_\_\_**

**COUNCIL BILL \_\_\_\_\_**

AN ORDINANCE relating to transportation network company driver labor standards; concerning minimum compensation standards for transportation network company drivers; and adding a new Chapter 14.31 to the Seattle Municipal Code.

WHEREAS, the Washington Constitution provides in Article XI, Section 11 that “[a]ny county, city, town or township may make and enforce within its limits all such local police, sanitary and other regulations as are not in conflict with general laws”; and

WHEREAS, the state of Washington, in Revised Code of Washington (RCW) 46.72.001, has authorized political subdivisions of the state to regulate for-hire drivers and for-hire transportation services, which terms encompass the regulation of transportation network company (TNC) drivers, TNCs, and TNC services, to ensure safe and reliable TNC services; and

WHEREAS, TNCs provide application dispatch services that allow passengers to directly request the dispatch of drivers via the internet using mobile interfaces such as smartphone applications; and

WHEREAS, in 2018, the two largest TNCs accounted for over 24 million trips in the City; and

WHEREAS, at their peak in 2012, taxicabs in Seattle and King County provided about 5.2 million trips; and

WHEREAS, these two companies are also major hiring entities, accounting for most of the 31,676 TNC drivers issued permits by King County in 2018 as recorded by the King County Department of Licensing; and

WHEREAS, the City, TNC drivers, TNCs, and the public agree that TNC drivers should be compensated fairly and earn at least the equivalent of the “hourly minimum wage” established for Schedule 1 employers in Chapter 14.19 plus reasonable expenses; and

1046

WHEREAS, the establishment of a minimum compensation standard better ensures that drivers can perform their services in a safe and reliable manner and thereby promotes the welfare of the people and is thus a fundamental governmental function; and

WHEREAS, the establishment of a minimum compensation standard for TNC drivers is a subject of vital and imminent concern to the people of this City and requires appropriate action by City Council to establish a minimum compensation standard within the City; NOW, THEREFORE,

**BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:**

Section 1. Findings

A. In order to protect the public health, safety, and welfare, The City of Seattle is granted express authority to regulate for-hire transportation services pursuant to chapter 46.72 RCW. This authority includes regulating entry, requiring a license, controlling rates, establishing safety requirements, and any other requirement to ensure safe and reliable transportation services.

B. In the pursuit of economic opportunity, many transportation network company (TNC) drivers are immigrants and people of color who have taken on debt or invested their savings to purchase and/or lease vehicles to provide TNC services.

C. Studies around the nation, including a 2018 study commissioned by the New York City Taxi and Limousine Commission (NYC TLC) entitled *An Earnings Standard for New York City's App-based Drivers: Economic Analysis and Policy Assessment* and a 2018 nationwide study by the Economic Policy Institute entitled *Uber and the Labor Market: Uber Drivers' Compensation, Wages, and the Scale of Uber and the Gig Economy* (Economic Policy Institute Study), have shown that many TNC drivers earn below the equivalent of the hourly minimum wage rate established by Chapter 14.19 of the Seattle Municipal Code for Schedule 1 employers.

D. A 2018 JP Morgan Chase Institute study entitled *The Online Platform Economy in 2018* reported a decrease in TNC driver earnings nationwide between 2013 and 2017, a 2019 Seattle Times report showed a

decrease in the percentage of the passenger fares collected by the companies that drivers are paid, and Uber Technology, Inc.'s April 2019 Form S-1 filing with the Securities and Exchange Commission states "we aim to reduce Driver incentives to improve our financial performance."

E. The TNCs represent that their business models rely on TNC drivers being classified as independent contractors and that they are exempt from minimum labor standards established by federal, state, and local law.

F. TNC drivers receive unpredictable income due to the high variability of the rates of compensation paid by TNCs.

G. The City of New York recently enacted an ordinance authorizing the NYC TLC to study and set minimum driver pay, as well as transparency and data reporting standards, and the NYC TLC promulgated rules establishing such standards.

H. There is a lack of localized research regarding TNC driver pay, working conditions, reasonable expenses, and work hours.

I. Establishing a minimum compensation standard will help ensure that the compensation that thousands of drivers who provide vital transportation services in Seattle every day receive for their services is sufficient to alleviate undue financial pressure to provide transportation in an unsafe manner by working longer hours than is safe, skipping needed breaks, or operating vehicles at unsafe speeds in order to maximize the number of trips completed or to ignore maintenance necessary to the safe and reliable operation of their vehicles.

J. TNC drivers who have the protection of a minimum compensation standard will be more likely to remain in their positions over time, and to devote more time to their work as TNC drivers. Such experienced drivers will improve the safety and reliability of the TNC services provided by the TNCs to passengers and thus reduce safety and reliability problems created by frequent turnover in the TNC services industry.

Section 2. A new Chapter 14.31 is added to the Seattle Municipal Code as follows:

**CHAPTER 14.31 TRANSPORTATION NETWORK COMPANY DRIVERS MINIMUM  
COMPENSATION**

1048



**14.31.010 Short title**

This Chapter 14.31 shall constitute the “Transportation Network Company Driver Minimum Compensation Ordinance” and may be cited as such.

**14.31.015 Declaration of policy**

It is declared to be the policy of the City, in the exercise of its police powers for the protection of the public health, safety, and general welfare, and for the maintenance of peace and good government, to ensure that TNC drivers can perform their services in a safe and reliable manner by establishing minimum labor standards for the benefit of TNC drivers, including, but not limited to a minimum compensation standard for TNC drivers that is comprised of at least the equivalent of the “hourly minimum wage” established for Schedule 1 employers in Chapter 14.19 plus reasonable expenses.

**14.31.020 Definitions**

For the purposes of this Chapter 14.31:

“Agency” means the Department of Finance and Administrative Services and any division therein;

“Application dispatch” means technology that allows consumers to directly request dispatch of TNC drivers for trips and/or allows TNC drivers or TNCs to accept trip requests and payments for trips via the internet using mobile interfaces such as, but not limited to, smartphone and tablet applications;

“Available platform time” means the time a TNC driver is logged in to the driver platform prior to receiving a trip request from a TNC;

“City” means the City of Seattle;

“Compensation” means payment owed to a TNC driver by reason of providing TNC services;

“Director” means the Director of the Department of Finance and Administrative Services;

“Driver platform” means the driver-facing application dispatch system software or any online-enabled application service, website, or system, used by a TNC driver, that enables the prearrangement of passenger trips for compensation;

“Operating in Seattle” means, with respect to a TNC, providing application dispatch services to any affiliated driver at any time for the transport of any passenger for compensation from or to a point within the geographical confines of the City;

“Passenger platform time” means the period of time commencing when a passenger enters the TNC driver’s vehicle until the time when the passenger exits the TNC driver’s vehicle;

“Reasonable expenses” means (1) the per mile cost of operating a vehicle for purposes of providing TNC services as determined by the Agency’s evaluation pursuant to Section 14.31.060 and (2) the non-mileage expenses incurred by TNC drivers to provide TNC services as determined by the Agency’s evaluation pursuant to Section 14.31.060, which may include, but are not limited to:

1. The amount of employer-side payroll taxes that TNC drivers must pay;
2. Business license fees that TNC drivers must pay;
3. Compensation for meal periods and rest breaks;
4. Compensation for paid sick and safe time;
5. Cost of worker’s compensation insurance;
6. Cost of unemployment insurance;
7. Cost of paid family medical leave insurance; and
8. Cost of medical, dental, and vision insurance;

“TNC services” means services related to the transportation of passengers that are provided by a TNC driver while logged in to the driver platform, including services provided during available platform time, dispatch platform time, and passenger platform time;

“Transportation network company” or “TNC” means an organization whether a corporation, partnership, sole proprietor, or other form, licensed or required to be licensed under Chapter 6.310, operating in Seattle that offers prearranged transportation services for compensation using an online-enabled application or platform, such as an application dispatch system, to connect passengers with drivers using a “transportation

network company (TNC) endorsed vehicle,” as defined in Chapter 6.310;

“Transportation network company driver” or “TNC driver” means a licensed for-hire driver, as defined in Chapter 6.310, affiliated with and accepting trips from a licensed transportation network company;

“TNC dispatched trip” or “trip” means the dispatch of a TNC driver to provide transportation to a passenger in a TNC endorsed vehicle through the use of a TNC’s application dispatch system.

#### **14.31.030 TNC driver coverage**

A TNC driver is covered by this Chapter 14.31 if the TNC driver provides TNC services within the geographic boundaries of the City for a TNC covered by this Chapter 14.31.

#### **14.31.040 TNC coverage**

A. TNCs that report greater than 1,000,000 trips that originate in the City per the most recent quarterly report under Section 6.310.540 are covered under this Chapter 14.31.

B. Separate entities that form an integrated enterprise shall be considered a single TNC under this Chapter 14.31. Separate entities will be considered an integrated enterprise and a single TNC under this Chapter 14.31 where a separate entity controls the operation of another entity. The factors to consider include, but are not limited to:

1. Degree of interrelation between the operations of multiple entities;
2. Degree to which the entities share common management;
3. Centralized control of labor relations; and
4. Degree of common ownership or financial control over the entities.

#### **14.31.050 Minimum compensation**

Following the completion of the evaluation by the Agency required in subsection 14.31.060.A and upon the effective date of the ordinance referenced in 14.31.060.E, TNCs shall pay TNC drivers a minimum compensation standard that is comprised of at least the equivalent of the “hourly minimum wage” established for Schedule 1 employers in Chapter 14.19 plus reasonable expenses.

**14.31.060 Evaluation of TNC driver minimum compensation**

A. The Agency, in coordination with the Office of Labor Standards, shall conduct an evaluation to determine a minimum compensation standard for TNC drivers that is comprised of at least the equivalent of the “hourly minimum wage” established for Schedule 1 employers in Chapter 14.19 plus reasonable expenses. The Agency is authorized to consider a minimum compensation standard that provides compensation for available platform time, dispatch platform time, passenger platform time, and reasonable expenses.

B. In conducting its evaluation, the Agency shall consider the best available sources of data, which may include, but are not limited to: TNC driver surveys or interviews, data provided by TNCs, data provided by TNC drivers, data provided by passengers, data from other jurisdictions, data available through academic, policy, or community based organizations, public forums, academic research, and stakeholder interviews. The Agency shall coordinate with the Office of Labor Standards to determine the best available sources of data as well as to conduct outreach with and elicit input from relevant stakeholders. Areas of evaluation may include, but are not limited to:

1. The “hourly minimum wage” established for Schedule 1 employers in Chapter 14.19;
2. The number of TNC drivers who provide TNC services for more than one TNC and the frequency with which TNC drivers are available to provide TNC services for more than one TNC at the same time;
3. The average and mean number of trips per hour driven by TNC drivers;
4. The average and mean number of pick-ups per hour completed by TNC drivers;
5. The average and mean amount of available platform time, dispatch platform time, and passenger platform time for TNC drivers;
6. The average and mean mileage driven by TNC drivers during available platform time, dispatch platform time, and passenger platform;
7. The average and mean mileage driven by TNC drivers in a TNC endorsed vehicle for person<sup>-1</sup>

purposes;

8. The average and mean number of hours driven by TNC drivers each week;
9. Incentives for TNCs to reduce available platform time;
10. The impact of TNC drivers providing shared or pooled trips on TNC driver earnings, work hours, or working conditions under any proposed minimum compensation standard;
11. The reasonable expenses incurred by TNC drivers to provide TNC services, including non-mileage expenses and mileage expenses. Mileage expenses may include, but are not limited to:
  - a. Depreciation;
  - b. Lease payments;
  - c. Maintenance and repairs;
  - d. Tires;
  - e. Gasoline (including all taxes thereon);
  - f. Oil;
  - g. Insurance; and
  - h. License and vehicle registration fees; and
12. The impacts of any proposed minimum compensation standard on TNCs, TNC passengers, and TNC drivers, including TNC driver earnings and work hours.

C. In conjunction with its evaluation, the Agency, in coordination with the Office of Labor Standards, is authorized to contract with academic and/or policy researchers to conduct an evaluation to recommend a minimum compensation standard for TNC drivers that is comprised of at least the equivalent of the “hourly minimum wage” established for Schedule 1 employers in Chapter 14.19 plus reasonable expenses.

D. The Agency shall complete its evaluation and, along with the Office of Labor Standards, present its recommendations to the Mayor and Council by March 31, 2020.

E. After receipt of the Agency’s recommendation, the Mayor shall transmit to Council proposed

1053

legislation implementing a minimum compensation standard for TNC drivers no later than May 1, 2020.

**14.31.250 Severability**

The provisions of this Chapter 14.31 are declared to be separate and severable. If any clause, sentence, paragraph, subdivision, section, subsection, or portion of this Chapter 14.31, or the application thereof to any TNC, TNC driver, or circumstance, is held to be invalid, it shall not affect the validity of the remainder of this Chapter 14.31, or the validity of its application to other persons or circumstances.

\* \* \*

Section 3. No provision of this ordinance shall be construed as providing any determination regarding the legal status of TNC drivers as employees or independent contractors.

Section 4. This ordinance shall take effect and be in force 30 days after its approval by the Mayor, but if not approved and returned by the Mayor within ten days after presentation, it shall take effect as provided by Seattle Municipal Code Section 1.04.020.

Passed by the City Council the \_\_\_\_\_ day of \_\_\_\_\_, 2019, and signed by me in open session in authentication of its passage this \_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
President \_\_\_\_\_ of the City Council

Approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_

Jenny A. Durkan, Mayor

Filed by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

---

Monica Martinez Simmons, City Clerk

(Seal)

**SUMMARY and FISCAL NOTE\***

<b>Department:</b>	<b>Dept. Contact/Phone:</b>	<b>CBO Contact/Phone:</b>
Office of Labor Standards	Kerem Levitas, 6-9758	Julie Dingley / 684-5523

*\* Note that the Summary and Fiscal Note describes the version of the bill or resolution as introduced; final legislation including amendments may not be fully described.*

**1. BILL SUMMARY**

**Legislation Title:** AN ORDINANCE related to transportation network company driver labor standards; concerning minimum compensation standards for transportation network company drivers; and adding a new Chapter 14.31 to the Seattle Municipal Code.

**Summary and background of the Legislation:**

This ordinance authorizes an evaluation of a compensation standard for Transportation Network Company (TNC) drivers that provides at least the equivalent of the “hourly minimum wage” established for Schedule 1 employers in Chapter 14.19 of the Seattle Municipal Code, plus reasonable expenses. The evaluation is to be conducted by the Department of Finance and Administrative Services in coordination with the Office of Labor Standards. The ordinance also authorizes FAS to contract with academic and/or policy researchers to conduct a study regarding a minimum compensation standard to inform FAS’ evaluation. Finally, the ordinance requires FAS and OLS must present a minimum compensation standard recommendation to the Mayor and Council and the Mayor must transmit proposed legislation implementing the same.

Following the completion of the study and passage of implementing legislation, TNCs will be required to pay the minimum compensation standard to TNC drivers.

**2. CAPITAL IMPROVEMENT PROGRAM**

**Does this legislation create, fund, or amend a CIP Project?** \_\_\_ Yes  X  No

**3. SUMMARY OF FINANCIAL IMPLICATIONS**

**Does this legislation amend the Adopted Budget?** \_\_\_ Yes  X  No

**Does the legislation have other financial impacts to the City of Seattle that are not reflected in the above, including direct or indirect, short-term or long-term costs?**

FAS is conducting the evaluation of a minimum compensation standard for TNC drivers within existing resources.

Following the completion of the study and passage of implementing legislation, TNCs will be required to pay the minimum compensation standard to TNC drivers. Additional funding



and/or positions needed to carry out the requirements of this bill may be detailed in additional 2020 legislation.

**Is there financial cost or other impacts of *not* implementing the legislation?**

There are no financial costs to the City of not implementing the legislation.

**4. OTHER IMPLICATIONS**

**a. Does this legislation affect any departments besides the originating department?**

The Department of Finance and Administrative Services, in coordination with the Office of Labor Standards, will implement this ordinance.

**b. Is a public hearing required for this legislation?**

No.

**c. Does this legislation require landlords or sellers of real property to provide information regarding the property to a buyer or tenant?**

No.

**d. Is publication of notice with *The Daily Journal of Commerce* and/or *The Seattle Times* required for this legislation?**

No.

**e. Does this legislation affect a piece of property?**

No.

**f. Please describe any perceived implication for the principles of the Race and Social Justice Initiative. Does this legislation impact vulnerable or historically disadvantaged communities? What is the Language Access plan for any communications to the public?**

TNCs classify their drivers as independent contractors and represent that they are exempt from existing minimum labor standards established by federal, state, and local law. In 2018, the King County Department of Licensing issued 31,676 TNC driver permits. A large number of those drivers are immigrants and people of color who have taken on debt or invested their savings to purchase and/or lease vehicles to provide TNC services. Additionally, these drivers often lack basic information regarding the potential earnings and expenses associated with driving for a TNC. A 2019 Georgetown University Study titled *The Uber Workplace in D.C.* found that “100% of drivers experienced difficulties with, or barriers to, calculating their actual compensation.” This ordinance seeks to provide drivers minimum compensation plus expenses.

**g. If this legislation includes a new initiative or a major programmatic expansion: What are the specific long-term and measurable goal(s) of the program? How will this legislation help achieve the program’s desired goal(s).**

Following completion of the study outlined in this legislation and passage of implementing legislation, TNCs will be required to pay the minimum compensation standard to TNC drivers. The implementing legislation will include additional detail on enforcement efforts and performance standards.

**List attachments/exhibits below:**



Legislation Text

---

**File #: CB 119688, Version: 1**

---

**CITY OF SEATTLE**

**ORDINANCE \_\_\_\_\_**

**COUNCIL BILL \_\_\_\_\_**

AN ORDINANCE relating to an employee giving program for City employees; retitling Chapter 3.124, amending Sections 3.124.010, 3.124.020, and 3.124.040, and repealing Sections 3.124.030 and 3.124.050 of the Seattle Municipal Code.

WHEREAS, since 1988, The City of Seattle (“City”) has provided its employees the ability to contribute to 501

(c)(3) organizations by payroll deduction and has supported annual giving campaigns; and

WHEREAS, in 2018, 10 percent of City employees donated approximately \$644,000 to 697 nonprofit organizations; and

WHEREAS, the 2018 adopted budget reduced the staffing that supported the charitable giving program by abrogating one FTE and committed to transferring the administration and management of the program to a structured organization that specializes in charitable giving; and

WHEREAS, the Seattle Department of Human Resources no longer has the capacity to continue administering the payroll deduction portion of the charitable giving program, which is not a core service of the department; and

WHEREAS, the City wishes to continue to support an annual giving campaign in which employees independently make contributions to nonprofits and charitable causes; and

WHEREAS, Chapter 3.124 of the Seattle Municipal Code contains outdated language and obsolete references that need to be corrected; NOW, THEREFORE,

**BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS:**

Section 1. Chapter 3.124 of the Seattle Municipal Code, last amended by Ordinance 124567, is

1059

amended as follows:

**CHAPTER 3.124 ((SOLICITATIONS FOR CHARITABLE CONTRIBUTIONS FROM CITY EMPLOYEES)) CITY OF SEATTLE EMPLOYEE GIVING PROGRAM**

**3.124.010 Purpose ((-))**

~~((Currently, a single charitable organization is authorized to conduct a campaign for solicitations from City employees for contributions which are making payroll deduction contributions to other social service organizations through procedures developed by the Comptroller. Charitable organizations currently not permitted to participate in the annual campaign for contributions from City employees desire to be permitted to participate in a campaign for such contributions. This chapter is intended to establish a means consistent with RCW 41.04.035, 41.04.036, 49.52.050 and 49.52.060 whereby uniform procedures will be established for the efficient administration of two (2) annual campaigns for charitable contributions from City employees which may be made through payroll deductions.))~~ The City seeks to provide support to employees who wish to make charitable contributions to qualified non-profit organizations. This ~~((chapter))~~ Chapter 3.124 shall be liberally construed to accomplish this purpose.

**3.124.020 Definitions ((-))**

~~((A-))~~ “Campaign” means the solicitation of contributions from City employees by ~~((representatives of federations of charitable organizations and of charitable organization funds))~~ designated campaign administrators through oral presentations, printed materials, audio/video media, or other similar means ~~((which))~~ that occurs on City property during normal City business hours.

“Designated campaign administrator” means a qualified nonprofit third party administrator and/or a program overseen by the Seattle Department of Human Resources and implemented by City departments for the purpose of supporting an employee charitable giving program.

~~((B- “Charitable organization”))~~ “Qualified nonprofit organization” means an organization ~~((to which tax deductible charitable contributions may be made pursuant to Section 170(c) of the Internal Revenue Code~~

1060

~~and which meets the additional criteria established in rules adopted pursuant to this chapter.))~~ registered as a 501(c)(3) organization with the Internal Revenue Service.

~~((C. “Charitable organization fund” means an organization to which tax deductible charitable contributions may be made pursuant to Section 170(c) of the Internal Revenue Code, which solicits and distributes charitable contributions on behalf of other charitable organizations and which collects Five Hundred Dollars (\$500.00) or more in aggregate contributions, or receives contributions from at least one hundred (100) City employees each year.~~

~~D. “Federation of charitable organizations” means a group to which tax deductible contributions may be made pursuant to Section 170(c) of the Internal Revenue Code, which consists of five (5) or more charitable organizations organized to solicit and distribute contributions on behalf of its member charitable organizations and which collects Five Hundred Dollars (\$500.00) or more in aggregate contributions, or receives contributions from at least one hundred (100) City employees each year.~~

**~~3.124.030 Employee committee.~~**

~~A. A committee of nine (9) City employees shall be appointed to a City Employee Charitable Campaign Committee. Four (4) City employees shall be appointed to the Committee by the Mayor and five (5) shall be appointed by the City Council. The term of Committee members shall be three (3) years.~~

~~B. The City Employee Charitable Campaign Committee shall include two subcommittees. One subcommittee shall recommend rules consistent with this chapter to the Seattle Human Resources Director regarding eligibility standards for participating in City charitable campaigns and shall determine which federations of charitable organizations and charitable organization funds may, consistent with rules adopted, participate in the City’s charitable campaigns. The second subcommittee shall recommend rules consistent with this chapter to the Seattle Human Resources Director regarding the conduct of City charitable campaigns and shall assist the Seattle Human Resources Director and his or her designee in managing the campaigns.~~

~~C. Members of the Employee Committee shall serve voluntarily without additional salary but shall~~

~~be reimbursed by their employing departments for travel, lodging and meals in accordance with City laws and regulations. Committee members shall be given release time from regular work hours to serve on the committee. Employee members of the Committee shall be paid no additional compensation for working beyond normal working hours.))~~

### 3.124.040 Charitable campaign ((:))

A. There shall be, at minimum, one annual campaign by ~~((federations of charitable organizations and charitable organization funds))~~ designated campaign administrators each year. ~~((The campaign shall be conducted as provided in rules adopted pursuant to this chapter.~~

~~B. The persons conducting campaigns pursuant to the rules adopted as provided in this chapter may solicit donations from City employees to be made by payroll deductions. The Director of Finance and Administrative Services shall make deductions from City employees' salary warrants and pay the moneys so collected to the federations of charitable organizations and charitable organization funds designated by City employees when such deductions and payments are authorized by City employees pursuant to rules adopted in accordance with this chapter.~~

~~C.))~~ B. As provided in RCW 41.06.250(1) and ~~((42.17.130))~~ 42.17A.555, City property, equipment, or City employees' working time may not be used during a campaign for partisan political purposes, to assist in an individual's election to political office, or for the promotion of or opposition to any ballot proposition.

~~((D.))~~ C. City employees' participation in charitable campaigns shall be strictly voluntary. No City employee shall be coerced to participate in any campaign presentation or coerced to make any donation to a charitable organization. No City employee shall be penalized for failing to participate in a campaign or for failing to make a donation to a charitable organization.

~~((E. The City's annual charitable campaign shall be administered by the Seattle Human Resources Director who, in consultation with the employee committee, shall determine whether the campaign shall be~~

~~coordinated and managed by a City employee or an independent nonprofit organization. If the campaign is coordinated and managed by a City employee, the Seattle Human Resources Director shall evaluate the duties of the position and determine the appropriate job classification and salary level. If the campaign is coordinated and managed by an independent nonprofit organization, the Seattle Human Resources Director, in consultation with the employee committee, shall establish criteria to assure that such services are provided by an organization with demonstrated expertise, in an efficient and cost-effective manner, with the policy review and approval of the employee committee. The Seattle Human Resources Director shall assure that interested members of the City Council have an opportunity to review the criteria before any request for proposals is issued to select an independent organization to manage the campaign. The Seattle Human Resources Director is authorized to hire an employee in the classification and at the salary level determined by the Seattle Department of Human Resources or contract with a nonprofit organization in accord with criteria established in consultation with the employee committee to coordinate and manage the City campaign;~~

F. ~~The salary and benefits paid to the employee coordinator or the fees paid for contracted services and the printing, duplicating and data processing costs incurred by the Seattle Department of Human Resources in conducting the campaign shall be reimbursed from moneys donated by City employees to charitable organization funds and federations through the campaign.~~

### **~~3.124.050 Seattle Human Resources Director to adopt rules~~**

~~The Seattle Human Resources Director shall adopt rules pursuant to Chapter 3.02 which shall govern campaigns and shall specify the procedure by which City employees may authorize payroll deductions from City employees' salary warrants to make donations to federations of charitable organizations and to charitable organization funds.))~~

Section 2. This ordinance shall take effect and be in force 30 days after its approval by the Mayor, but if not approved and returned by the Mayor within ten days after presentation, it shall take effect as provided by 1063

Seattle Municipal Code Section 1.04.020.

Passed by the City Council the \_\_\_\_\_ day of \_\_\_\_\_, 2019, and signed by  
me in open session in authentication of its passage this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
President \_\_\_\_\_ of the City Council

Approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Jenny A. Durkan, Mayor

Filed by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Monica Martinez Simmons, City Clerk

(Seal)



## SUMMARY and FISCAL NOTE\*

<b>Department:</b>	<b>Dept. Contact/Phone:</b>	<b>CBO Contact/Phone:</b>
Seattle Department of Human Resources	Melinda Merrell/65319	Jennifer Alsawadi/45292

*\* Note that the Summary and Fiscal Note describes the version of the bill or resolution as introduced; final legislation including amendments may not be fully described.*

### **1. BILL SUMMARY**

#### **1. Legislation Title:**

AN ORDINANCE relating to an employee giving program for City employees; retitling Chapter 3.124, amending Sections 3.124.010, 3.124.020, and 3.124.040, and repealing Sections 3.124.030 and 3.124.050 of the Seattle Municipal Code.

#### **2. Summary and background of the Legislation:**

The City has administered an employee giving program consisting of holding annual campaigns and making payroll deductions since 1988. In 2017, City employees donated approximately \$712,000 to 760 different organizations.

This legislation revises Chapter 3.124 of the Seattle Municipal Code to remove the payroll deduction function of the program. The City is no longer able to support payroll deductions for employees but wishes to continue to offer an employee giving program and hold annual campaigns. This legislation also retitles the name of Chapter 3.124 of the Seattle Municipal Code, and updates obsolete language and references in the Code.

### **2. SUMMARY OF FINANCIAL IMPLICATIONS**

- a. Does this legislation amend the Adopted Budget?       Yes  No
- b. Does the legislation have other financial impacts to the City of Seattle that are not reflected in the above, including direct or indirect, short-term or long-term costs?  
No.
- c. Is there financial cost or other impacts of *not* implementing the legislation?  
If SDHR continues to administer the program, it would need to identify service reductions in other areas of its operations. Alternatively, it could use donations collected from employees to fund the administration, but that would reduce the amount remitted to charitable organizations.

### **3. OTHER IMPLICATIONS**

- a. Does this legislation affect any departments besides the originating department?  
This legislation repeals a citywide giving program available to all employees. There is not a financial or operational impact to departments.

- b. Is a public hearing required for this legislation?**  
No.
- c. Does this legislation require landlords or sellers of real property to provide information regarding the property to a buyer or tenant?**  
No.
- d. Is publication of notice with *The Daily Journal of Commerce* and/or *The Seattle Times* required for this legislation?**  
No.
- e. Does this legislation affect a piece of property?**  
No.
- f. Please describe any perceived implication for the principles of the Race and Social Justice Initiative. Does this legislation impact vulnerable or historically disadvantaged communities?**  
Repealing the program could result in a temporary drop in charitable donations to organizations that support vulnerable communities as the program transitions to an independent employee giving model.
- g. If this legislation includes a new initiative or a major programmatic expansion: What are the specific long-term and measurable goal(s) of the program? How will this legislation help achieve the program's desired goal(s).**  
N/A

**List attachments/exhibits below:** None.



Legislation Text

---

**File #:** Res 31914, **Version:** 1

---

**CITY OF SEATTLE**

**RESOLUTION \_\_\_\_\_**

A RESOLUTION adopting a spending plan for the proceeds of the Seattle Transportation Network Company tax to provide support to affordable housing near frequent transit, transportation, and a driver conflict resolution center.

WHEREAS, Seattle is one of the fastest-growing major cities in the country, gaining 100,000 new residents and more than 50,000 jobs in the last 20 years, and this growth is a boon to our economy and a test for our transportation system; and

WHEREAS, Seattle families' transportation-related spending is second only to their spending on housing, and a well-functioning transportation system that provides many alternatives to the expense of car ownership makes living and working in Seattle more affordable; and

WHEREAS, public transit provides affordable and critical transportation services to all consumers; and

WHEREAS, the Seattle streetcar network has seen an increase in ridership of 18 percent in 2018, totaling a combined system-wide ridership of 1,673,000 riders; and

WHEREAS, the Center City Connector Streetcar line will provide a critical link in the Seattle streetcar network, connecting residents and visitors to regional bus lines, ferries at Coleman Docks, and light rail connections; and

WHEREAS, existing sources of funding for affordable housing are insufficient to meet the needs of all individuals and families experiencing a housing cost burden; and

WHEREAS, investments in affordable housing provide access to opportunity for low-wage workers and their families, increase mobility from poverty, and foster inclusive communities accessible to all; and

WHEREAS, individuals and families making in the range of \$15 to \$25 per hour are especially dependent on

1067

transit for commuting to centrally located destinations such as their jobs, schools, grocery stores, libraries, and clinics; and

WHEREAS, co-locating affordable housing investments near transit infrastructure amplifies investments' capacity to simultaneously address Seattle's mobility and affordability challenges; and

WHEREAS, transportation network companies (TNCs) provide application dispatch services that allow passengers to directly request the dispatch of drivers via the internet using mobile interfaces such as smartphone applications; and

WHEREAS, TNCs are major hiring entities, with 31,676 TNC drivers issued permits by King County in 2018 as recorded by the King County Department of Licensing; and

WHEREAS, in the pursuit of economic opportunity, many TNC drivers are immigrants and people of color who have taken on debt or invested their savings to purchase and/or lease vehicles and for-hire licenses; and

WHEREAS, TNC drivers who have access to a driver conflict resolution center for education and representation in cases such as unwarranted deactivation will be more likely to remain in their positions over time, and such experienced drivers will improve the safety and reliability of the TNC services provided to passengers and thus reduce the safety and reliability problems created by frequent turnover in the TNC industry; and

WHEREAS, research shows TNCs contribute to growing traffic congestion in large U.S. cities; and

WHEREAS, over 24 million TNC trips were taken in Seattle in 2018, showing consistent growth year over year; and

WHEREAS, The City of Seattle intends to exercise its taxing authority, as granted by the Washington State Constitution and as authorized by the Washington State Legislature, and impose a tax on TNCs operating in Seattle; and

WHEREAS, Mayor Durkan has proposed further investments in affordable housing near transit, transportation

and a driver conflict resolution center using proceeds from a tax on TNC companies providing 1,000,000 rides per quarter or more on a per-ride basis; and

WHEREAS, the purpose of this plan is to effectuate Seattle’s vision to provide housing and transit opportunities for all, and support drivers in the TNC community by bringing educational tools and representation that is afforded to other sectors; NOW, THEREFORE,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SEATTLE, THE MAYOR CONCURRING, THAT:**

Section 1. **Spending Plan.** The City shall use the proceeds of the transportation network company (TNC) tax imposed by Chapter 5.39 of the Seattle Municipal Code to accelerate affordable housing production for low-wage workers and their families at locations that are within the frequent transit network, make investments in transportation, including transit, and provide for workplace protections. Eligible expenditures include:

A. Funding of the administration of the TNC tax and regulations related to TNC drivers up to \$2,000,000 in the first year, for the second year and each year after up to \$1,500,000. Beginning in year five, this amount may increase each year to reflect the rate of inflation, consistent with the Consumer Price Index, and subject to appropriations.

B. Up to \$3,500,000 per year shall fund a Driver Resolution Center to provide driver resolution services and costs related to administering driver protection.

C. After administrative costs related to the tax and regulations of TNC drivers, as described in subsection A of this section, and after funding the Driver Resolution Center and other driver protections as described in subsection B of this section, up to 50 percent of revenue from the tax over its first six full years shall be used to finance acquisition, construction, rehabilitation, operations, and maintenance of property to provide housing that serves low-income households and provide for the housing needs of low-income households within the frequent transit network, as defined by the Seattle Department of Transportation’s Tran

Master Plan. The low-income housing funded hereby should serve households making up to 80 percent of the annual median family income for the statistical area or division thereof including Seattle, for which median family income is published from time to time by the U.S. Department of Housing and Urban Development, or successor agency, with adjustments according to household size in a manner determined by the Director of Housing. Beginning in the seventh full year after adoption of this tax, up to \$5,000,000 (in 2020 dollars, indexed to reflect the rate of inflation) per year shall be used to provide operating support for Office of Housing (OH)-funded housing affordable to households with incomes at or below 30 percent of the median family income.

D. After administrative costs related to the tax and regulations of TNC drivers as described in subsection A of this section, and after funding the Driver Resolution Center and other driver protections as described in subsection B of this section, and after the funding for affordable housing as described in subsection C of this section, the remainder of revenue collected in the first six full years that the tax is imposed shall be used to support projects related to transportation and transit, including the Center City Streetcar. Beginning in the seventh full year after adoption of this tax, after the administrative costs, funding the Driver Resolution Center, and after up to \$5,000,000 (in 2020 dollars, indexed to reflect the rate of inflation) used to support for OH-funded housing affordable to households with incomes at or below 30 percent of the median family income per year, the remainder of the net proceeds shall be used to support projects related to transportation improvements and transit.

Section 2. Every year, or at such other intervals as the City Council may specify, the Executive shall prepare a report to include total revenue collected per year and the cost of administration of the tax and regulatory oversight related to the TNC tax.

Section 3. Accountability and Oversight Committees. For the purpose of overseeing the funding for low-income housing with access to the frequent transit network, the Housing Levy Oversight Committee shall provide a report to the City Council as to the progress of funding received from the TNC tax. The Director of the Office of Housing, or the Director's designee, will prepare and submit to the Oversight Committee, City

Council, and Mayor an annual progress report on the implementation of funds from the TNC tax.

For the purpose of overseeing the spending of tax proceeds related to transportation improvements, the Levy to Move Seattle Oversight Committee (or its successor) shall oversee and monitor the progress of funding received from the tax. The Director of the Department of Transportation, or assigned designee, will prepare and submit to the Oversight Committee, City Council, and Mayor an annual report on the implementation of programs receiving funding from the tax.

Adopted by the City Council the \_\_\_\_\_ day of \_\_\_\_\_, 2019, and signed by me in open session in authentication of its adoption this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
President \_\_\_\_\_ of the City Council

The Mayor concurred the \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Jenny A. Durkan

Filed by me this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Monica Martinez Simmons, City Clerk

(Seal)

## SUMMARY and FISCAL NOTE\*

<b>Department:</b>	<b>Dept. Contact/Phone:</b>	<b>CBO Contact/Phone:</b>
Mayor's Office	Kate Garman / 727-8760	Julie Dingley / 684-5523

*\* Note that the Summary and Fiscal Note describes the version of the bill or resolution as introduced; final legislation including amendments may not be fully described.*

### **1. BILL SUMMARY**

**Legislation Title:** A RESOLUTION adopting a spending plan for the proceeds of the Seattle Transportation Network Company tax to provide support to affordable housing near frequent transit, transportation, and a driver conflict resolution center.

**Summary and background of the Legislation:** This legislation adopts a plan for how the proceeds from the proposed Seattle Transportation Network Company tax (TNC tax) will be used:

- First, the plan funds the setup and ongoing costs of administering and collecting the TNC tax and regulations related to TNC drivers by the Department of Finance and Administrative Services (FAS). In the first year that cost is up to \$2,000,000 and in the second and beyond \$1,500,000, indexed for inflation beginning in the fifth year.
- The plan funds up to \$3,500,000 per year for a Driver Resolution Center that provides resolution services to TNC drivers and TNCs, which may include services such as providing a venue for drivers to contest deactivation by a TNC. This Center will be administered by a neutral, third-party non-profit organization and be funded in the Department of Finance and Administrative Services and/or the Office for Labor Standards, with support and evaluation funding provided within this part of the spending plan.
- The proceeds remaining after expenses the above two items shall be split during the first six full years of tax collection. Up to half of the proceeds shall go to the Office of Housing (OH)'s Low-Income Housing Fund to finance acquisition, construction, rehabilitation, operations and maintenance of property to provide housing that serves low-income households and proves for the housing needs of low-income households with the frequent transit network as defined by the Seattle Department of Transportation's Transit Master Plan. The remainder of the proceeds shall be used to support projects related to transportation and transit, including the Center City Streetcar.
- Beginning in the seventh full year of collection, the funds will be spent as follows:
  1. Ongoing costs of administering and collecting the TNC tax and regulations related to TNC drivers by FAS as described above. (up to \$1,500,000, indexed for inflation)
  2. Costs for operations of the Driver Resolution Center, as described above. (up to \$3,500,000)
  3. Operating support for OH-funded housing affordable to households with incomes at or below 30% of the Median Income. (up to \$5,000,000)



4. Projects related to transportation improvements and transit (remainder of the tax proceeds).

## 2. CAPITAL IMPROVEMENT PROGRAM

Does this legislation create, fund, or amend a CIP Project?       Yes  No

## 3. SUMMARY OF FINANCIAL IMPLICATIONS

Does this legislation amend the Adopted Budget?       Yes  No

Does the legislation have other financial impacts to the City of Seattle that are not reflected in the above, including direct or indirect, short-term or long-term costs?  
No.

Is there financial cost or other impacts of *not* implementing the legislation?  
No.

## 4. OTHER IMPLICATIONS

- a. Does this legislation affect any departments besides the originating department?  
The Department of Finance and Administrative Services (FAS), the Office of Labor Standards (OLS), Seattle Department of Transportation (SDOT) and Office of Housing (OH) will receive the funds described in the spending plan once the tax is collected and appropriation authority is transferred from Finance General to the appropriate departments.
- b. Is a public hearing required for this legislation?  
No.
- c. Does this legislation require landlords or sellers of real property to provide information regarding the property to a buyer or tenant?  
No.
- d. Is publication of notice with *The Daily Journal of Commerce* and/or *The Seattle Times* required for this legislation?  
No.
- e. Does this legislation affect a piece of property?  
No.
- f. Please describe any perceived implication for the principles of the Race and Social Justice Initiative. Does this legislation impact vulnerable or historically disadvantaged communities? What is the Language Access plan for any communications to the public?

The resolution adopts a spending plan for the proceeds of the Seattle Transportation Network Company (TNC) tax to provide support to affordable housing near frequent transit,

transportation, and a driver conflict resolution center and other driver protections. People of color are disproportionately affected by rising costs associated with housing affordability and access to transportation. In addition, the Driver Resolution Center will provide resolution services to TNC drivers and TNCs, which may include services such as providing a venue for drivers to contest deactivation by a TNC. Many drivers are people of color and/or immigrants.

- g. If this legislation includes a new initiative or a major programmatic expansion: What are the specific long-term and measurable goal(s) of the program? How will this legislation help achieve the program's desired goal(s).**

The resolution adopts a spending plan for the proceeds of the Seattle Transportation Network Company tax to support affordable housing near frequent transit, transportation, and a driver conflict resolution center and other driver protections. Evaluation plans will be developed as the City studies the minimum wage for drivers.

**List attachments/exhibits below:**