

Log #	Received From	Comment/Question	Staff Response
01	Councilmember Weinberg	<p>2.5: Housing element plan. I'm curious as to why this work item is showing up in the General Fund list. Isn't CPD covered by permit fees?</p> <p>Is there likely to be any money left over from what we got from the state to help with the Comp Plan periodic update?</p>	<p>Only development-related services provided by CPD are covered by permit fee revenues. These include the City's costs to process building permit applications, review plans and complete inspections, and prepare State Environmental Policy Act statements, among others. Permit fee revenues <u>cannot</u> be used on long-range planning, given this type of activity falls outside the bounds of how State law (RCW 82.02.020) has been interpreted by the courts (<i>Home Builders v. City of Bainbridge Island</i>).</p> <p>The short answer is no, we do not anticipate there will be any funds remaining, although the current grant applications (if approved) will result in savings to the General Fund that will be realized in 2023 and 2024.</p> <p>The long answer:</p> <ul style="list-style-type: none"> <li>• During the 2021-2022 mid-biennial budget process, the City Council authorized \$150,000 of FY 2020 year-end unassigned General Fund balance for the Comprehensive Plan Update.</li> <li>• In May 2022 (see <a href="#">AB 6077</a>), the City applied for and was awarded \$51,580 in Port of Seattle Economic Development Partnership grant funds, of which \$25,000 was committed to the economic analysis associated with the Comprehensive Plan update. Results of that draft report were presented to the City Council in September of this year. Staff set aside an additional \$10,000 from the Port of Seattle grant to support the economic development element of the Comprehensive Plan in FY 2023.</li> <li>• On September 20, the City Council approved a letter of support for a non-competitive (formula-based) Comprehensive Plan grant program offered by the Department of Commerce (DOC) (see <a href="#">AB 6157</a>) for \$125,000. If awarded, half is available to reimburse periodic update project costs from July 1, 2022, thru June 30, 2023. The remaining half is available for costs incurred July 1, 2023, to June 30, 2024. The City plans to use the grant primarily to cover consultant costs.</li> <li>• If the grant is awarded, the DOC grant will offset funds previously budgeted from the General Fund. The grant funds will be fully expended on the Comprehensive Plan Update.</li> <li>• Combined, the two grants would fully offset the \$150,000 Council authorization from the mid-biennial budget process. The savings incurred through these grant programs will be reflected in the General Fund in 2023 and 2024.</li> </ul>

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02	Councilmember Weinberg	2.6: Retail strategy. Same question. Isn't this a CPD role? Aren't they covered by permit fees? Also, might the TC Parking Facilities Fund be able to contribute?	<p>Same answer as above. Permit fees cannot be used to fund the retail strategy. Permit fees can only be used for permit-related activities.</p> <p>The City created the Town Center Parking Facilities Fund to track the capital expenses and revenues related to the Tully's project. The current balance in that Fund ties back to the settlement with BP ARCO. Prior Councils have directed staff to hold those funds for future use at the property. Staff would need to do the forensic accounting on the fund to determine the original source of revenue before it could be reappropriated.</p>
03	Councilmember Weinberg	2.12: Town Center liaison. Same questions as 2.6.	Same as above. Permit fees cannot be used to support the Town Center liaison position unless the position is doing permit work, which is not anticipated.
04	Councilmember Weinberg	2.8: Precinct Construction. Doesn't this belong in the capital projects section?	<p>Item #2.8 is the following, "Establish a Town Center Police Precinct <u>Volunteer Program</u>." This would be a General Fund program.</p> <p>Capital project GB0121 in the 2023-2028 Capital Improvement Program section of the preliminary budget (section E) includes funding to renovate the former Tully's building for a small satellite police precinct. The project budget also includes design and reconfiguration of the parking lot to expand commuter parking.</p>
05	Councilmember Weinberg	2.10: Body Worn Video. Could this be covered by the state's \$98k and a contribution from the Tech Equipment fund?	<p>Yes, the money set aside from the State is proposed to be used for this equipment. See response to question #11 below.</p> <p><u>The Technology Fund is funded via the General Fund</u>, so this does not solve the General Fund problem. Please also note that the Technology Fund is likely underfunded as it is used to replace technology equipment and to upgrade software systems. We are closely monitoring and assessing our future needs and will likely need to increase the General Fund contribution to this Fund.</p>
06	Councilmember Weinberg	2.13: Management Analyst. My understanding is that we only have \$107,000 of unassigned General Fund to work with for the whole biennium. This proposal is for \$223,000. By proposing it, are you essentially saying we'd have to cut elsewhere to free up another \$116k?	Yes, if the position were to move forward, we would need to find cuts in other areas to cover the costs. The City Manager's recommendation, however, is to postpone decisions on all General Fund and YFS Fund budget proposals until Q2 2023.
07	Councilmember Weinberg	2.14: Fourth custodian. Same question: \$183k > \$107k.	Same as above.

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08	Councilmember Weinberg	2.1: DEI plan. I consider this to be a pretty high priority, but the \$50k price tag causes it to collide with 2.11 (CAP actions) and 2.17 (Gun buybacks), which I consider to be even higher priorities. If we can't get our legislators to lift the 1% property tax lid, I wonder whether we could get them to champion a bill to help cash-strapped small cities fund DEI planning?	These are policy decisions of the City Council. If the City Council would like to pursue legislative funding for these items, that direction needs to be included as part of the final adoption of the City's 2023 Legislative Priorities.
09	Councilmember Weinberg	2.5 & 2.6: Housing element and Retail strategy. If permit fees aren't enough to cover these, perhaps we could convince our state legislators to provide funding – like they did to help with the periodic comp plan review?	See response to question #8.
10	Councilmember Weinberg	2.7: I-90 tunnel SOV access. Not sure how high a priority this is for our lobbyist considering the other items on our 1-pager, but I don't think it makes sense for anybody *except* the lobbyist to own it.	See response to question #8.
11	Councilmember Weinberg	<p>You indicated that the state provided us with \$98,693 to assist with on-time costs related to law enforcement legislation. I also noticed on the General Fund page B-4 of the budget binder a, \$81,793 line item in the Fund Balance section for "Law Enforcement and CJ."</p> <p>Are these two separate pools of money (\$98.6k + \$81.7k = \$180k), or is the \$81k line item what's left of the \$98k in state funds received in 2021 after \$17k of it was spent in 2022?</p>	<p>The \$98,693 is one-time monies from the State's City Assistance Fund meant to offset costs generated by law enforcement and criminal justice related legislation ratified by the State Legislature between 1/1/2020 – 6/30/2021 (SB 5092).</p> <p>The one-time distribution of funds was received in 2021. Of the \$98,693 received, Council authorized the use of \$16,900 (AB 5942) to upgrade the AV recording equipment in the Police Department interview room. The remaining balance of funds available is \$81,793.00</p>
12	Councilmember Weinberg	If I were to make a motion at Tuesday's council meeting to allocate \$10,000 of the Technology & Equipment Fund (~1.3% of its \$777k end-of-2022 balance) for replacing all the City-owned gas-powered leaf blowers in 2023 with electric models that emit 65 decibels or less, would that be enough money to do so? Would the impact to your department's work plan be de minimis?	<p>Staff does not recommend funding maintenance equipment from the Technology &amp; Equipment Fund. Staff also do not recommend immediately replacing all gas-powered leaf blowers for the reasons described below.</p> <p>The Technology &amp; Equipment Fund is funded via an annual contribution from the General Fund. The Fund is used primarily to fund new software systems, upgrades to current software business systems, and the ongoing investment in the Geographic Information System (GIS) platform.</p>

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			<p>Given current budget policies, the Fund also supports acquisition of large equipment purchases typically used by the Fire Department (e.g., Automated External Defibrillators). This Fund is not typically used for small maintenance equipment replacement.</p> <p>It's important to note that the Technology &amp; Equipment Fund has been historically underfunded given these disparate needs and the increasing cost and reliance on enterprise-wide software systems. A major software system replacement is scheduled in the 2025-2026 biennium. Staff closely monitors and assesses technology system needs and may need to increase the General Fund contributions to meet future software system replacement schedules.</p> <p><u>Background on leaf blowers:</u> Currently, the Public works Operations crews uses 19 gas-powered backpack blowers, 6 gas-powered tow-behind or push blowers (high powered), and 2 battery-powered handheld blowers.</p> <p>The Parks crew has recently ordered a higher-powered battery backpack blower, which will cost approximately \$2,000, three times the cost of a gas-powered leaf blower. This is the first higher-powered battery backpack blower to be "piloted." Assuming the new technology meets operational needs, these could replace the backpack models currently in use, however, further testing/piloting is needed before making that recommendation. There are no known electric replacements available for the larger tow-behind and push blowers, which are essential to the heavy leaf clean-up season each year in the fall.</p> <p>The impact of an electric-only leaf blower mandate is significant and will increase overall operational costs of leaf and debris clean-up. The battery life on large-capacity backpack blowers is short (about 90 minutes at high power). Each battery requires 400 minutes to fully recharge. In the fall, crews (across multiple divisions) may be running most of the City's available blowers all day to keep pace with leaf drop and prevent storm grates from getting blocked. A short battery-run time and long recharging interval will slow this work appreciably.</p>

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			<p>There have been improvements in the past ten years in battery-operated landscape equipment technology. Staff prefers to continue testing new technology and to transition from gas-powered to electric-powered equipment when suitable and feasible alternatives become available.</p> <p>Staff recommends transitioning to battery-operated small tools and equipment over time as the technology evolves. The City has begun to transition to battery-powered equipment well-suited to current needs, including battery-operated chainsaws, which require less operating time and recharge rates.</p>
13	Councilmember Weinberg	<p>On page B-11 about the YFS Fund, I'm curious as to why the Healthy Youth Initiative Grants revenues and expenditures are expected to fall 35% and 23%, respectively, from 2023 to 2024. Is the grant set to expire in 2024? Is there a high likelihood of these grants being renewed?</p>	<p>The Federal Substance Abuse and Mental Health Administration (SAMHSA) grants are awarded on a fiscal year ending September 30. The revenue projections include funding through the final years of the current grants: September 30, 2023, for the Sober Truth on Preventing Underage Drinking (STOP) Act Grant and through September 30, 2024, for the Strategic Prevention Framework – Partnership for Success (PFS19) grant.</p> <p>Historically, the STOP Act Grant has been released annually for grants of up to \$50,000/year for four years and YFS would be eligible to apply for a new award in 2023 if the funding is released and eligibility requirements do not change. YFS received the PFS19 grant in the first year it was available to local governments; it is unknown at this time if the funding will be available in 2024 and what the eligibility requirements will be.</p>
14	Councilmember Weinberg	<p>On page B-16 about the Bond Redemption Fund (Non-Voted):</p> <p>Basic level question: I'm curious how debt service works. My understanding of a bond is that the buyer gives an organization a principal investment – say, \$10,000 – then gets annual payments of some small percentage – say, \$100/year for 15 years – and then gets their full principal back when the bond matures. So, if we sold, say, \$3 million in 20-year bonds for building the MICEC, how does that get translated into a steady payout of ~\$140,000 per year? Wouldn't it be more like \$30,000/year followed by a big \$3 million expense at the end? Are we giving ~\$140,000/year to a 3rd</p>	<p>The City can borrow money in many ways. <a href="#">MRSC</a> provides brief descriptions of the options available and links to additional information.</p> <p>The over-simplified answer is that debt issuance typically results in a one-time influx of cash (debt proceeds) in the amount “borrowed” (debt issued). The City is then required to spend those dollars within three years of receipt or face federal tax consequences.</p> <p>Repayment of dollars borrowed is referred to as “debt service payments”. The structure of the repayment schedules is established at the point of debt issuance. The City’s existing repayment schedules include twice-annual interest payments (June &amp; December) and one annual principal payment (December) over the life of the debt. Principal payments remain fairly consistent, and the interest payments decrease over time. Payments are remitted to a third party banking institution for safekeeping.</p>

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		party financial institution which is translating that revenue stream into a 30k-30k-30k-...-\$3m pattern of payments to the bond buyers?	
15	Councilmember Weinberg	On page B-16 about the Bond Redemption Fund (Non-Voted):  From what funds did the “Interfund Transfer In” amounts originate?	The funding source for repayment of debt issued for construction costs related to the MICEC is REET-1 revenues. The transfer-in of REET-1 dollars is coming from the Capital Improvement Fund (Fund 343).
16	Councilmember Weinberg	On page B-16 about the Bond Redemption Fund (Non-Voted):  Are the amounts on the “MICEC Building” line for repaying the bonds that were used to build the MICEC, or were these funds used to expand/refurbish/maintain it?	The debt was issued for the construction of the MICEC building.
17	Councilmember Weinberg	On page B-18 about the Capital Improvement Fund, if, as part of the CAP plan, we were to set as a goal to EV-charge-enable 10% of our park parking spaces: <ul style="list-style-type: none"> <li>□ Would the money for that need to come from this fund?</li> <li>□ Would that require a major re-shuffling of the PROS Plan card deck?</li> </ul>	Funding for the addition of Electrical Vehicle (EV) charging stations at parks could come from the Capital Improvement Fund, though resources from the Street Fund may be better suited given the concept ties to the City’s transportation infrastructure. Staff would prioritize use of restricted revenues prior to using less restrictive revenues and would pursue state and federal grant funding, if available.  Should the City Council desire to install EV stations at the parks, the first phase of work would include a pre-design/initial assessment to determine which City parks would be best suited for this kind of infrastructure enhancement. Keep in mind, some parks have much better electrical infrastructure than others. The assessment would also include preliminary concepts and cost estimates.
18	Councilmember Weinberg	On page B-19 about the Capital Improvement Fund – Fund Balance:  What does RCO in the line “RCO Property sale proceeds” stand for?	Refers to Washington State Recreation and Conservation Office. Reserved funds are restricted for the purpose of purchasing qualifying land.
19	Councilmember Weinberg	On page B-19 about the Capital Improvement Fund – Fund Balance:	It indicates the King County parks levy funds are being used on levy-qualifying projects budgeted in the 2023-2028 CIP (section E of the preliminary budget). In other words, the balance of the funds from the King County Parks levy are proposed to be fully expended on parks capital projects.

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		Why does the “King County Parks Levy Reserve” drop from \$459k to zero from 2021 to 2022? Was there a county-level levy that recently ended?	
20	Councilmember Weinberg	On page B-19 about the Capital Improvement Fund – Fund Balance:  For what purpose(s) is the \$329k of “Freman Landing Reserve” reserved? Where is Freman Landing?	As part of the street vacation in 2017, revenue generated from the vacation of a portion of Freeman Avenue was deposited in the Capital Improvement Fund and must be used only for the acquisition of additional beach or water access, public view sites to a body of water, or boat moorage or launching sites in accordance with RCW 35.79.035(3).  Freeman Avenue is located just off West Mercer Way near SE 40 <sup>th</sup> street. It is home to one of the City’s sewer pump stations.
21	Councilmember Weinberg	On page B-19 about the Capital Improvement Fund – Fund Balance:  For what purpose(s) is the \$189k of “Parks Impact Fee reserve” reserved? Is it anything involving a capital repair or improvement to a park?	<a href="#">Chapter 19.18</a> Parks Impact Fees of the City’s municipal code defines impact fees, when they can be assessed, and what they can be used for. <a href="#">MRSC</a> also has a repository of information on impact fees.  In general, Parks Impact Fees may only be used for projects that <u>add capacity</u> to parks, open space, and recreational facilities to accommodate new development. Operations and maintenance costs may not be funded with impact fees. Projects must be included the capital facilities plan element of a comprehensive plan adopted under the GMA. The City’s 2023-2028 Capital Improvement Program drives the capital facilities element of the Comprehensive Plan (RCW 82.02.050(4) and RCW 82.02.090(7)).
22	Councilmember Weinberg	On page B-19 about the Capital Improvement Fund – Fund Balance, regarding the “All Weather Field Repl Reserve”:  □ Is this money that can only be used for replacing the turf on the baseball fields? □ Why does it go down by \$200k in 2023 and then pop back up \$200k in 2024?	This includes dollars set aside for the replacement of all turf fields. Annual contributions to the sinking fund are assumed at \$200,000 per year for budgeting purposes. The 2023 budget assumes the use of \$400,000 for the replacement of the turf at the Island Crest Park North Infields (project PA0117) resulting in a net \$200K decrease in 2023.  The expected useful life for these synthetic fields is approximately 8-10 years.
23	Councilmember Weinberg	On page B-20 about the Technology & Equipment Fund:	The Technology & Equipment Fund is funded via an annual contribution from the General Fund. The Fund is used primarily to fund new software systems, upgrades to current software business systems, and the ongoing investment in the Geographic Information System (GIS) platform.



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		<p>If the CAP plan were to include an action to replace all the city’s gas-powered leaf blowers with electric blowers, would that come out of this fund? Does that mean the electrification of the city’s leaf blowers would be competing for funds with the city’s need to save up for big software system replacements?</p>	<p>Given current budget policies, the Fund also supports acquisition of large equipment purchases typically used by the Fire Department (e.g., Automated External Defibrillators). This Fund is not typically used for maintenance small equipment replacement.</p> <p>It’s important to note that the Technology &amp; Equipment Fund has been historically underfunded given these disparate needs and the increasing cost and reliance on enterprise-wide software systems. Staff closely monitors and assesses technology system needs and may need to increase the General Fund contributions to meet future software system replacement schedules.</p> <p>Staff does not recommend using this Fund to purchase maintenance equipment. The preferred funding source for small equipment purchases and replacements is the Public Works operating budget. The replacement costs for small equipment are incorporated into each respective division’s operating budgets based on a small equipment replacement schedule.</p>
24	Councilmember Weinberg	<p>On page B-20 about the Technology &amp; Equipment Fund:</p> <p>What are the big (i.e., 6-7 figure) expenses we anticipate for this fund in the next few years?</p>	<p>The purchase and implementation of the City’s Financial Enterprise Resource Planning (ERP) software is the largest project in this Fund. The City Council authorized \$723K in 2021. This includes funding from the General fund and the Utility Funds.</p> <p>Projects for 2023-2024 biennium are detailed in the CIP section of the preliminary budget. In the 2025-2026 biennium, staff is preparing to replace permit software used within the Community Planning &amp; Development department (work plan item 3.7 on page D-23). This software replacement requires a significant upfront investment beyond the City’s current resources.</p>
25	Councilmember Weinberg	<p>On page B-21 about the Technology &amp; Equipment Fund Balance:</p> <p>What are “Federal and State seizure funds”? This sounds like funds reserved for equipment involved in the seizing of contraband like drugs.</p>	<p>The restricted funds are the balance of State seizure dollars distributed to the City with the close out of the Eastside Narcotics Task Force. The funds may only be used for expenditures related to drug enforcement or drug education efforts.</p>



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26	Councilmember Weinberg	B-23 Water Fund:  Why do we expect the “Sales to Customers” amount to increase by 8% in 2024? Is this because the new AMI water meters will miss less water than the meters they’re replacing?	The 8% bump in 2024 is a result of expected rate increases needed to adequately fund Capital Improvement Projects and to support operations over the next biennium.  The 2023-2024 preliminary budget does not assume any increase in revenues due to efficiencies coming from the new meters being installed as part of the Water Meter Replacement project.
27	Councilmember Weinberg	B-23 Water Fund:  Interest Earnings: With the Federal Funds Rate above 3% and likely to rise again, is it likely that our interest earnings will rise significantly more than 1% per year?	The City’s cash reserves are invested in the Local Government Investment Pool (LGIP). In 2021, the average true 30-day yield was 0.1103%. For the first nine months of 2022, the average true 30-day yield has increased to 0.7334%. Staff will track LGIP rates and revise the budget assumptions as needed during the mid-biennial budget process, if not before, based on additional LGIP rates, economic analysis, and market trends.
28	Councilmember Weinberg	B-23 Water Fund:  Why is the \$9.5m debt issuance in 2022 not showing in the LTGO table on page B-16? Is it because the debt in table on B-16 is for the General Fund (perhaps with restrictions) while the debt on table B-23 is only for water?	Yes. The table on B-16 includes existing debt service obligations for general government debt only. Debt issued by Enterprise Funds remains in the respective issuing Fund. In this case, the debt service for \$9.5 million in proposed new debt for the Water Fund is detailed in the table on page B-23 of the preliminary budget.
29	Councilmember Weinberg	B-23 Water Fund:  I think there’s still \$1.5m remaining of the ARPA money. Could some or all of it be used to reduce the \$6.7m debt issuance planned for 2024?	Any allocation of ARPA funds to help pay for utility projects would equally reduce the amount of outside funding required to support upcoming capital reinvestments.
30	Councilmember Weinberg	B-24 Sewer Fund:  Why does the “Sales to Customers” go up 7% in 2023?	The 7% increase is the average of revenues driven by the presumed local sewer rate increase (4.0%) as well as the expected King County Treatment cost increase (10.26%). The 4.0% local rate increase will change based on staff recommendations to the Utility Board, and the Utility Board’s final recommendation to the City Council.  The Utility Board’s recommended utility rate adjustments for 2023-2024 will be brought to the City Council during the November 15, 2022, Regular Meeting.
31	Councilmember Weinberg	B-25 Sewer Fund Expenditure Summary & Fund Balance:	The estimated increase for King County Sewer Treatment is based on information provided by King County that was used in 2021 during the last

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		Why are King County Sewer Treatment and Other Services and Charges going up 10% & 9% respectively?	Sewer Utility rate update for 2022. Other Services and Charges include line items like supplies, insurance payments, contractual services, and equipment rentals which are all expected to increase going into 2023.
32	Councilmember Weinberg	B-25 Sewer Fund Expenditure Summary & Fund Balance, regarding the Capital Funding Reserve portion of the fund balance: <ul style="list-style-type: none"> <li>□ Is this reserve there as a backup in case a capital project encounters a major problem and needs a lot more funding?</li> <li>□ Is there a target level? For example, is this designed to be a certain percentage of the CIP expenditures for the year?</li> </ul>	The capital funding reserve is established in the Financial Management Policies and is based on the estimated value of assets in the entire sewer system. The current policy target is set at 1.0% of capital assets. This reserve is meant to address any critical and unforeseen failures in the sewer system.
33	Councilmember Weinberg	B-28 Storm Water Fund: Do we know why the Insurance line item nearly quadrupled between 2022 and 2023?	The allocation of insurance costs to the Utility Funds is based on a 5-year look back of actual insurance claims by type. The increase noted for the Stormwater Fund is the combination of an increase in the overall premium amount coupled with an increase in the number of claims associated with the Storm Water utility.
34	Councilmember Weinberg	B-28 Storm Water Fund:  There are two rows relating to CIP – “Stormwater System Improvements (CIP)” and “Interfund Transfer – CIP”. Does this mean that Storm funds can be used to support capital efforts not dedicated to the Storm system? What would be an example of such an effort?	The “Interfund Transfer – CIP” expenses in the Storm Water Fund consists of contributions to Internal Service Funds such as the Equipment Rental Fund. Most of the interfund transfers from the Storm Water Fund go into the Street Fund to pay for storm water system improvements that coincide with street-related capital projects.  For example, the 2022 street-related utility improvement projects in the CIP were funded partially by interfund transfers from both the Storm Water and Water Fund to complete work on storm drainage systems and the water distribution system respectively, ahead of expected road paving work.
35	Councilmember Weinberg	B-30 Computer Equipment Fund. Where does the \$1.2 – 1.3m per year of “Computer Support and Replacement” come from? Is it entirely from the General Fund, or does it come from a variety of other funds?	Fund 520 is an Internal Service Fund that accounts for the cost of operating, maintaining, and replacing the City’s information technology hardware infrastructure. The funding source is based on a rate model that allocates costs in an equitable manner to the internal users of IT assets, infrastructure, and services. As a result, the internal rates are spread to a variety of Funds.
36	Councilmember Weinberg	B-31 Computer Equipment Fund: Fund Balance:  Is the Computer Replacement Reserve intended to be a 2-year buffer?	The internal service rate model for the Computer Equipment Fund (Fund 520) is broken down into two components: Maintenance & Operations Rate and the Replacement Rate.

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			<p>The M&amp;O rate is intended to cover current year costs for IT support and services (to include staff costs, network support, network security, annual licensing fees for software that benefits the entire system).</p> <p>The replacement rates create a sinking fund for the future replacement of technology hardware at the end of its useful life. Example assets include PC's, projectors, laptops, and phones. The Computer Replacement Reserve reflects the balance available to replace existing technology assets at the end of their useful life.</p>
37	Councilmember Weinberg	<p>B-31 Computer Equipment Fund: Fund Balance:</p> <p>Is there a big expense expected soon? I presume this doesn't cover software expenses.</p>	<p>The Computer Equipment Fund does not include resources for software purchases. Software purchases are funded from the Technology &amp; Equipment Fund.</p>