

EDMONDS

ADOPTED BUDGET 2024



CITY OF EDMONDS



City of Edmonds Finance Department
ADOPTED BUDGET

For the Fiscal Year Ending December 31, 2024
121 5th Avenue North
Edmonds, WA 98020
425-775-2525

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2024 Budget Message

Residents of Edmonds and members of the Edmonds City Council:

I present to you the Proposed 2024 City of Edmonds Budget.

In the last couple of years, our budgets have funded more police officers, modernized and improved the capabilities of the police department, and prioritized building community-oriented policing. Our budgets have created a new human services department and a social worker helping hundreds of Edmonds residents, more parks and open spaces, and built renewable energy and transportation infrastructure. During COVID our budgets also provided millions in aid to hundreds of small businesses and families.

This 2024 budget supports not only our immediate needs, but also prepares us for our future needs. The recent significant increases in inflation and costs for Fire and EMS services pose new challenges to our city. However, because of our past financial support of our local business, they remain strong, and we continue seeing record sales tax revenues and are predicting another record year at the end of 2023.

I am proud to share with you my proposed balanced budget that properly maintains services like our police, fire, parks, human services, and public works, avoids unnecessary cuts, and leaves our city finances with healthy reserves.

2024 Priorities

Today I want to share with you three areas I am prioritizing in 2024. They are (1) safer places to walk and drive, (2) improving our parks and our natural environment, and (3) continued investments in the Highway 99 corridor.

1) Safe Places to Walk and Drive

We must protect our most vulnerable. Our loved ones should not be hurt or killed for walking to school, traveling to a friend's house, commuting to work, or going for a stroll in the neighborhood. These needless tragedies are preventable. We have already taken some significant steps to address this. For example, we are installing five school zone speed cameras that will be operational in January. But that does not address the dangers of tens of thousands of cars that pass through our roadways each day and night.

Reducing Speeding and Preventing Injuries

Our Edmonds Police Department Traffic unit reviewed collision data over the last five years and identified six unsafe intersections. At these most dangerous intersections, we are proposing installing cameras to help catch those who recklessly speed through intersections running red lights and issue citations. The costs of this system will be approximately \$180,000 and will pay for itself.

Additional revenue from the citations will be used for traffic safety improvements throughout Edmonds. Surrounding cities have similar cameras in place and support their effectiveness.

Prioritizing Pedestrian Safety

As we enter fall and winter, the days are not only shorter but visibility in dark and stormy weather impacts safe travel for our most vulnerable. I am proposing increasing our annual traffic calming program from \$33,000 to \$100,000 out of the General Fund. This is part of a larger update and revamping of the program so more neighborhoods that are impacted by speeding will receive new traffic calming devices to help reduce vehicle speeds and enhance pedestrian safety. Additionally, I am proposing \$80,000 for continued pedestrian safety improvements throughout the city that include pedestrian activated lights at crosswalks called rapid flashing beacons and flashing LED lights at stop signs.

All of this will help make drivers more aware of our most vulnerable, especially our children and seniors.

Grants Manager

One of the most requested city items is building more sidewalks. They are important for pedestrian safety but are extremely costly, they can cost up to a \$1 million dollars a block. To help fund more sidewalks and other city infrastructure we are proposing a new grants manager position.

There are significant amounts of state and federal grants coming out of the Inflation Reduction Act and Bipartisan Infrastructure Law. So much so that many cities have specialized staff who know how to navigate these massive bureaucracies with countless rules and requirements and qualify cities for these needed grants. This person's sole job is to bring money to the city. They will assist multiple city departments including parks and public works. This position will cost approximately \$183,000 for salary and benefits.

2) Improving our Parks and Green Spaces

Our parks are being used more than ever before. Kids playing soccer at night on Civic Field rain or shine. And good luck finding an available pickleball court!

Mathay Ballinger Park

This park is currently being upgraded with a permanent restroom, shelter with picnic tables and an ADA accessible path that connects the playground with the Interurban Trail. The restroom will be constructed and installed in 2024. This work is funded with Real Estate Excise Tax funds and will cost approximately \$271,000.

Improving Water Quality of Edmonds Marsh

At the same time some of our public lands not only provide recreation and enjoyment but serve a critical role in protecting our natural environment like our marsh and streams.

Our city staff is currently working with WSDOT to arrange the purchase of the remaining section of the Marsh. The goal is to restore the marsh so that it is protected and functions as nature intended, serve as a sponge absorbing floodwaters and filtering stormwater before it enters the Puget Sound as well as providing a habitat for salmon and other critical wildlife. The city currently owns the other half of the Marsh. One significant harmful impact to Edmonds marsh is polluted stormwater coming from State Route 104. We are proposing installing filters along the east and

west side catch basins. These filters will help reduce harmful chemicals found in tires that cause mortality in salmon. This project will cost approximately \$876,000 and be primarily funded with state grants.

Restoring Perrinville Creek

With the increasing impacts of development and extreme weather due to climate change, we are seeing a significant increase in flooding, erosion, debris, and significant barriers for salmon to travel through. To help address this, we are proposing starting a new project to specifically restore first the lower portion of Perrinville creek by restoring the storm water capacity of the creek and improve the environmental health of the creek to support fish habitat. This project will include replacing the culvert under BNSF railroad with a fish-friendly culvert or bridge that will also support increased stormwater. It will also build structures that mimic natural channel performance for fish habitat and stormwater capacity. The design costs will be approximately \$730,000 and funded with Stormwater funds.

Preparing for An Extreme Climate - Climate Action Manager

Extreme weather is here. Dangers from wildfires, drought, icy roads, flooding are not some other generations or someone else's problems. Our 2023 climate action plan lays out the actions we must all take to protect us now and for future generations. Our city departments are impacted and have an impact on our climate. More importantly our residents can have the biggest impact in reducing harmful carbon emissions and preparing for climate change impacts.

We are proposing funding a new Climate Action Manager position that would be responsible for completing the actions in the 2023 Climate Action Plan and coordinating the city's climate-related policies and strategies. They would coordinate climate action efforts across multiple city departments and work collaboratively with community groups, schools, businesses and other stakeholders. Progress would be charted through an online dashboard and annual progress reports. This position will cost approximately \$143,000 for salary and benefits.

3) Highway 99 Revitalization

This year we completed the conversion of the center two-way left turn lane to a landscaped raised median. This has improved safety along the entire corridor which has approximately 35,000 vehicles a day traveling down it. The new HAWK signal will provide a safer pedestrian crossing between the existing traffic signals at 238th St and 228th St. The new Edmonds signs establish our corridor's distinct identity and together all these recent improvements are improving the beautification and making the area a more welcoming environment.

For 2024, we are beginning the next stages of this ongoing project. Stage 3, which is from 244th St to 238 St SW on Highway 99, will include wider sidewalks, planters to separate sidewalks from traffic lanes, enhanced street lighting and utility improvements. The design and right of way phase is projected to cost \$1.3 million and is funded by state grants. Stage 4, which is from 224th St to 220th St SW on Highway 99, will have similar improvements and will also cost \$1.3 million, primarily funded with federal and state grants.

Beyond the 2024 Budget - Fire and EMS Services

Nothing is more important than protecting your health and safety. The City has had a contract for many years with South County Fire for Paramedic/EMS and Fire Services. Unfortunately, the cost of these fire services is increasing at an unsustainable rate. In the last two years, it has increased approximately \$4 million. We brought this to the attention of the City Council but a majority of them have refused to take action. Without Council action soon, we risk losing fire and emergency medical services to our community. It is my belief that you, the voters, should have a say on this critical lifesaving service. I wanted to alert our residents to this important issue and remain hopeful Council will start working on this in the coming months.

Conclusion

In spite of rising costs, our community continues to support one another. It maintains our wonderful quality of life in Edmonds as well as protects our most vulnerable residents. This budget improves pedestrian and traffic safety for those who live and visit our city, supports our wonderful parks, protects our natural environment, and continues to invest in our underserved neighborhoods. It addresses the day-to-day challenges facing us as well as lays the groundwork for a sustainable and vibrant future.

Thank you.



Mike Nelson
Mayor

ORDINANCE NO. 4335**AN ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF EDMONDS, WASHINGTON, FOR THE FISCAL YEAR ENDING DECEMBER 31, 2024 AND DECLARING AN EMERGENCY**

WHEREAS, the City of Edmonds, Washington completed and placed on file with the City Clerk a proposed budget and estimate of the amount of moneys required to meet the public expenses, bond retirement and interest, reserve funds, and expenses of government of the City for the fiscal year ending December 31, 2024; and

WHEREAS, a notice was published that the City Council would meet on October 17, October 24, and November 6, 2023 for the purpose of giving taxpayers within the limits of the City an opportunity to be heard in a public hearing upon said budget; and

WHEREAS, the City Council did hold a public hearing at that time and place and did then consider the matter of the proposed budget for the fiscal year 2024; and

WHEREAS, the proposed budget does not exceed the lawful limit of taxation allowed by law to be levied on the property within the City for the purposes set forth in the budget, and the estimated expenditures set forth in the budget being all necessary to carry on the government of the City for the fiscal year 2024 and being sufficient to meet the various needs of the City during that period;

NOW, THEREFORE,

THE CITY COUNCIL OF THE CITY OF EDMONDS, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. The budget for the City of Edmonds, Washington for the year 2024 is hereby adopted at the fund level in its final form and content as set forth in the comprehensive budget document, the City of Edmonds Adopted Budget, copies of which are on file in the Office of the City Clerk.

Section 2. Estimated resources, including ending fund balances for each separate fund of the City of Edmonds, for the year 2024 are set forth in summary form below, and are hereby appropriated for expenditure at the fund level during the year 2024 as set forth in the City of Edmonds Adopted Budget.

2024 BUDGET SUMMARY BY FUND					
Fund No.	Fund Description	ESTIMATED Beginning Fund Balance	Estimated Revenues	Council Approved Appropriations	ESTIMATED Ending Fund Balance
001	General Fund	\$ 3,047,445	\$ 51,056,792	\$ 51,892,793	\$ 2,211,444
009	LEOFF Medical Insurance Reserve Subfund	130,224	250,000	367,140	13,084
012	Contingency Reserve Fund	2,228,672	-	-	2,228,672
014	Historic Preservation Gift Fund	11,701	-	11,701	-
016	Building Maintenance Fund	3,239,084	112,290	1,125,274	2,226,100
017	Marsh Restoration & Preservation Fund	849,766	-	-	849,766
018	Edmonds Homelessness Response Fund	200,000	-	-	200,000
019	Edmonds Opioid Response Fund	60,000	50,000	-	110,000
104	Drug Enforcement Fund	37,070	4,520	39,000	2,590
111	Street Fund	446,166	2,630,600	2,662,492	414,274
112	Street Construction Fund	3,051,329	4,946,998	4,699,705	3,298,622
117	Municipal Arts Acquisition Fund	551,571	87,776	282,880	356,467
120	Hotel/Motel Tax Fund	83,864	124,371	131,400	76,835
121	Employee Parking Permit Fund	87,112	38,900	26,880	99,132
122	Youth Scholarship Fund	15,668	1,740	3,000	14,408
123	Tourism Promotional Arts Fund	117,111	44,193	43,400	117,904
125	REET 2	1,096,804	1,627,900	2,460,645	264,059
126	REET 1	2,791,257	1,639,520	1,379,355	3,051,422
127	Gifts Catalog Fund	2,829,557	215,830	618,646	2,426,741
130	Cemetery Maintenance/Imp. Fund	221,474	152,990	290,559	83,905
137	Cemetery Maintenance Fund	1,108,741	55,580	25,000	1,139,321
138	Sister City Commission Fund	18,425	5,680	11,900	12,205
140	Business Improvement District Fund	39,854	79,209	103,545	15,518
141	Affordable and Supportive Housing Fund	299,566	65,000	-	364,566
142	Edmonds Rescue Plan Fund	64,588	6,550,000	6,550,000	64,588
143	Tree Fund	201,600	220,930	214,800	207,730
231	2012 LTGO Debt Service Fund	-	310,420	310,420	-
332	Parks Capital Construction Fund	728,858	316,240	139,685	905,413
421	Water Utility Fund	32,049,896	12,314,744	13,568,408	30,796,232
422	Storm Utility Fund	19,239,755	8,499,216	8,495,157	19,243,814
423	Sewer/WWTP Utility Fund	62,322,079	20,019,768	22,720,243	59,621,604
424	Utility Debt Service Fund	846,001	1,996,270	1,988,830	853,441
511	Equipment Rental Fund	9,144,158	2,706,730	1,976,212	9,874,676
512	Technology Rental Fund	502,010	2,173,664	2,011,076	664,598
	Totals	\$ 147,661,406	\$ 118,297,871	\$ 124,150,146	\$ 141,809,131

Section 3. The City Clerk is directed to transmit a certified copy of the budget hereby adopted to the State Auditors’ Office and to the Municipal Research and Services Center (MRSC).

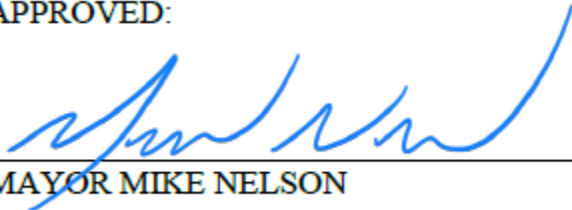
Section 4. Severability. If any section, subsection, clause, sentence, or phrase of this ordinance should be held invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance.

Section 5. Emergency Declaration. The city council hereby declares that an emergency exists necessitating that this Ordinance take effect immediately upon passage by a majority vote plus one of the whole membership of the council (RCW 35A.12.130). Due to various factors, the city council was not able to complete its budget deliberations and adopt its final 2024 budget until December 27, 2023. Without an emergency declaration, and the requisite vote to properly declare an emergency, the City of Edmonds budget ordinance would

not take effect until after January 1, 2024 and city operations would need to shut down, potentially endangering the public health, safety, and welfare. Therefore, this ordinance must take immediate effect.

Section 6. Effective Date. This ordinance, being exempt under RCW 35A.11.090, is not subject to referendum and shall take effect and be in full force and effect immediately upon passage, as set forth herein, as long as it is approved by a majority plus one of the entire membership of the council, as required by RCW 35A.12.130. If it is only approved by a majority of the council, it will take effect five days after passage and publication.

APPROVED:



MAYOR MIKE NELSON

ATTEST/AUTHENTICATED:



CITY CLERK, SCOTT PASSEY

APPROVED AS TO FORM:
OFFICE OF THE CITY ATTORNEY:

BY 

JEFF TARADAY

FILED WITH THE CITY CLERK:	December 22, 2023
PASSED BY THE CITY COUNCIL:	December 27, 2023
PUBLISHED:	December 30, 2023
EFFECTIVE DATE:	December 27, 2023
ORDINANCE NO.	4335

SUMMARY OF ORDINANCE NO. 4335

of the City of Edmonds, Washington

On the 27th day of December 2023, the City Council of the City of Edmonds, passed Ordinance No 4335. A summary of the content of said ordinance, consisting of the title, provides as follows:

AN ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF EDMONDS, WASHINGTON, FOR THE FISCAL YEAR ENDING DECEMBER 31, 2024 AND DECLARING AN EMERGENCY

The full text of this Ordinance will be mailed upon request.

DATED this 27th day of December, 2023



CITY CLERK, SCOTT PASSEY

Part 1: Actual Use of REET Funds collected during the prior two-year period and Actual Use of REET Funds as a Percentage of Project

REET FUNDS USED FOR THE FOLLOWING STREET EXPENDITURES	2022	% of Project using REET	2023	% of Project using REET
REET 2 - Fund 125				
2021 Overlay Program	14,698	29%		
2021 Pedestrian Task Force	1,127	35%		
2022 Pavement Overlay Program	468,403	35%		
2022 Pedestrian Safety Program	40,729	79%		
2022 Signal Upgrades	18,671	98%		
2023 Overlay Program	2,777	16%	486,452	46%
76th Ave Overlay (196th to OVD)	162,984	17%	220,011	16%
Citywide Bicycle Improvements	64,774	46%	694,286	28%
Citywide Pedestrian Crossing Enhancements	10,106	2%		
SR-104 Adaptive System 236th-226th	11,171	12%	19,422	14%
Street Maintenance	704	0%	5,000	100%
2023 Guardrail Program			5,000	25%
2023 Pedestrian Safety Program			80,780	100%
2023 Traffic Signal Upgrades			290	1%
2024 Overlay			30,000	50%
Main Street Overlay from 6th Ave to 9th Ave			29,604	20%
2023 Street Capital Maintenance			400,000	
REET 1 - Fund 126				
Citywide Pedestrian Crossing Enhancement	100,871	23%		
84th Overlay from 220th to 212th	2,055	8%		
2021 Guardrail Installations	10,809	97%		
2021 Overlay Program	10,969	22%		
76th Ave Overlay (196th to OVD)	30,662	3%	21,535	2%
SR99 Revitalization Stage 2	4,884	0%	90,832	2%
2021 Traffic Calming	2,619	100%		
Elm Way Walkway 8th to 9th	15,942	47%		
2021 Pedestrian Task Force	1,086	34%		
2022 Overlay Program	451,329	35%		
2023 Overlay Program	2,675	15%	533,136	50%
2023 Traffic Calming Program			63,672	100%
2023 Traffic Signal			30,000	99%
2024 Overlay Program			30,000	50%
Bikelane			357,026	14%
Citywide Street Lighting Study			60,000	100%
Elm Way			551,816	57%

Part 1: Actual Use of REET Funds collected during the prior two-year period and Actual Use of REET Funds as a Percentage of Project

REET FUNDS USED FOR THE FOLLOWING PARKS EXPENDITURES	2022	% of Project using REET	2023	% of Project using REET
REET 2 - Fund 125				
Civic Park	1,565,974	22%	1,300,000	100%
Greenhouse Project	2,500	41%		
Parks Maintenance Costs	157,440	35%		
Yost Park Infiltration Facility	122	0%		
Yost Park Pool Replaster	79,635	99%		
Yost Park Trail Bridges Inspection	4,576	100%		
Johnson Property Demolition			200,000	100%
Mathay Ballinger Park			128,000	100%
Parks Maintenance Professional Services			300,000	100%
Parks Maintenance Repair and Maintenance			150,000	100%
REET 1 - Fund 126				
Debt Service	401,698	100%	402,320	100%
Waterfront Development & Restoration	1,110	24%		
Land Acquisition Long Bay Enterprises	52,210	100%	75,000	100%

Part 2: Use of REET Funds for the succeeding two-year period and Percentage of REET Funds for capital projects Compared to all other sources of capital project funding as Identified in City's Capital Facilities Plan.

TRANSPORTATION PROJECTS AND FUNDING SOURCES	2024	2025	Total	% of Funding
Citywide Bicycle Improvement Project	(15,000)	-	(15,000)	
Fund 125 Reimbursement - Citywide Bicycle Improvement Project	10,095	-	10,095	67%
Fund 126 Reimbursement - Citywide Bicycle Improvement Project	4,905	-	4,905	33%
Citywide Bicycle Improvement Project	\$ -	\$ -	\$ -	100%
Elm Way Walkway from 8th Ave S to 9th Ave S	(10,000)	-	(10,000)	
Stormwater Utility Fund	4,000	-	4,000	40%
Fund 126 Reimbursement - Elm Way from 8th Ave S. to 9th Ave S.	6,000	-	6,000	60%
Elm Way from 8th Ave S. to 9th Ave S.	\$ -	\$ -	\$ -	100%

PARKS PROJECTS AND FUNDING SOURCES	2024	2025	Total	% of Funding
Neighborhood Park SE 1 (A2)	(1,500,000)	(79,600)	(1,579,600)	
Snohomish County Conservation Futures Grant	880,000	-	880,000	56%
Fund 125 Reimbursement - Neighborhood Park SE 1	-	79,600	79,600	5%
Fund 126 Reimbursement - Neighborhood Park SE 1	325,000	-	325,000	21%
Fund 143 Reimbursement - Neighborhood Park SE 1	120,000	-	120,000	8%
Unsecured Funding (grants, bonds, special funds)	175,000	-	175,000	11%
Neighborhood Park SE 1	\$ -	\$ -	\$ -	100%

Neighborhood Park SR 99 (A3)	-	(1,545,000)	(1,545,000)	
Unsecured Funding (grants, bonds, special funds)	-	645,000	645,000	41%
Fund 125 Reimbursement - Neighborhood Park SR 99	-	-	-	0%
Fund 126 Reimbursement - Neighborhood Park SR 99	-	900,000	900,000	57%
Neighborhood Park SE 1	\$ -	\$ -	\$ -	98%

RESOLUTION NO. 1526**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EDMONDS, WASHINGTON, REGARDING 2024 BUDGET PRIORITIES**

WHEREAS, the City Council is responsible for setting financial policy for the City of Edmonds; and

WHEREAS, the City Council held a budget retreat on April 28, 2023 and discussed areas of emphasis and improvements for our city over the next three to seven years; and

WHEREAS, the City Council conducted several public outreach efforts throughout the month of June seeking citizen input; and

WHEREAS, on June 27, 2023 the City Council reviewed this collected information at a Special Meeting focused on the 2024 Council Budget Priorities;

THE CITY COUNCIL OF THE CITY OF EDMONDS, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. The City Council would like to prioritize funding in the following areas:

- Public Safety Services, including a permanent police presence along Hwy 99
- Neighborhoods – enhancing walkability, beautification, clean up and business development
- Community Spaces – acquiring/improving parks and facilities in areas lacking amenities
- City Government – improving transparency, function and citizen input
- Human Services – supporting Edmonds community members
- Environment –watershed restoration and implementation of components of the Climate Action Plan and address adaptive measures.

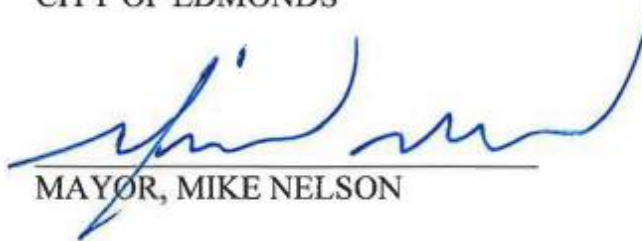
Section 2. The City Council would like to request the Administration consider the following inquiries for the 2024 Proposed Budget:

- How can we reduce/prevent property crime/ improve public safety in our city?
- What can we do to reduce speeding in so many of our neighborhoods?
- How can we accelerate street and sidewalk installation and maintenance?
- How can we better utilize our active volunteer community?
- What are non-sidewalk safety methods to protect pedestrians and non-motorized traffic?
- How can we prioritize ADA compliance throughout the city?

- How can we achieve a balanced budget without drawing down fund balances?
- What can we do to increase direct human services to vulnerable populations in the city, especially Hwy 99?
- How can we collect relevant and statistically valid data for informing decision makers?
- How do we improve walkability in all neighborhoods?
- How can we add a police substation to Highway 99?
- How can we increase beautification in all business districts in Edmonds?
- How can we increase our public green spaces and preserve our mature tree canopy?
- How can we fix the environmental issues affecting Perrinville watershed?
- How can we evaluate consultant/ contractor spending to ensure prudent choices?
- How can we finalize prior years' fund balance carryover prior to 2024 budget being adopted so that the '2024 Beginning Fund Balance' stays unchanged once adopted?
- How can we increase city revenues?
- How can we reduce city expenditures?

RESOLVED this 25th day of July 2023.

CITY OF EDMONDS



MAYOR, MIKE NELSON

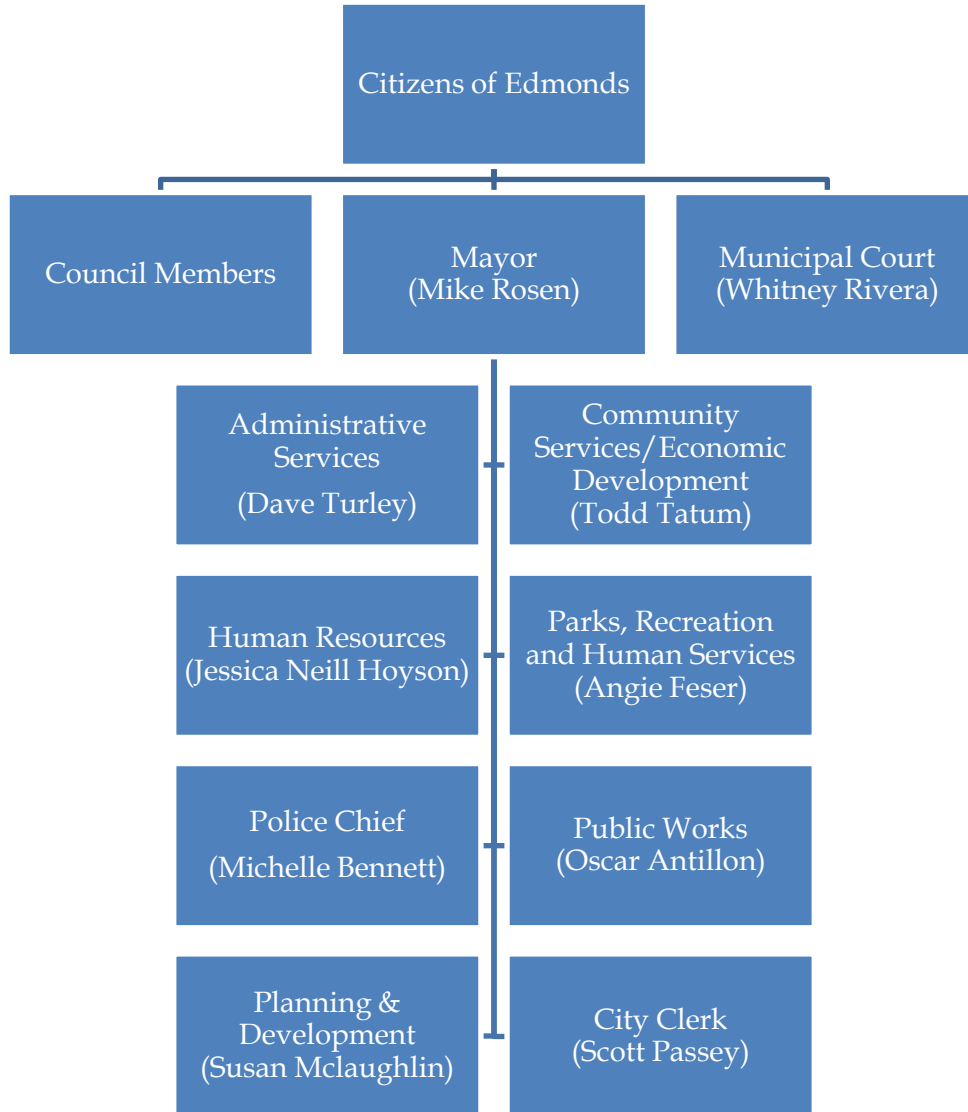
ATTEST:



CITY CLERK, SCOTT PASSEY

FILED WITH THE CITY CLERK: July 25, 2023
PASSED BY THE CITY COUNCIL: July 25, 2023
RESOLUTION NO. 1526

**City of Edmonds, Washington
2024 Organization Chart**



City of Edmonds Elected Officials



Mayor, Mike Rosen



Judge, Whitney Rivera



Vivian Olson – Council President
Position #5



Chris Eck
Position #1



Will Chen
Position #2



Neil Tibbott
Position #3



Michelle Dotsch
Position #4



Susan Paine
Position #6



Jenna Nand
Position #7



CITY ADMINISTRATION

Mayor
Administrative Services Director
Community Services/Economic Development Director
Parks, Recreation and Human Services Director
Public Works Director
Police Chief
Human Resources Director
Municipal Court Judge
Planning & Development Director
City Clerk

Mike Rosen
Dave Turley
Todd Tatum
Angie Feser
Oscar Antillon
Michelle Bennett
Jessica Neill-Hoyson
Whitney Rivera
Susan McLaughlin
Scott Passey

2024 BUDGET PREPARED BY:

FINANCE DEPARTMENT PERSONNEL

Administrative Services Director
Deputy Director Administrative Services
Senior Accountant
Senior Accountant
Senior Accountant
Senior Accounting Specialist
Senior Accounting Specialist
Senior Accounting Specialist
Accounting Specialist

Dave Turley
Kim Dunscombe
Deb Sharp
Sarah Mager
Marissa Cain
Lori Palmer
Nori Jacobson
Denise Kenyon
Miiko McCreary

**STRATEGIC OUTLOOK
CITY OF EDMONDS GENERAL FUND
REVENUES, EXPENDITURES, AND FUND BALANCES
2021 - 2028 ANALYSIS**

	2021	2022	2023	2024	2025	2026	2027	2028
	Actual	Actual	Estimate	Budget	Outlook	Outlook	Outlook	Outlook
Beginning Fund Balance	13,843,806	15,915,319	11,902,933	3,047,446	2,211,445	(4,202,000)	(11,527,000)	(19,562,000)
Revenue								
Property Taxes	14,654,572	14,843,369	15,205,100	15,905,500	16,080,000	16,257,000	16,436,000	16,617,000
Retail Sales Taxes	10,508,460	11,313,760	11,700,000	12,300,000	13,038,000	13,690,000	14,375,000	14,950,000
Other Sales Taxes	977,315	1,041,146	1,150,000	1,150,000	1,242,000	1,304,000	1,369,000	1,437,000
Utility Taxes	6,463,896	6,599,936	7,314,500	7,663,299	8,276,000	8,690,000	9,125,000	9,581,000
Other Taxes	375,461	410,894	421,550	416,150	441,000	463,000	486,000	510,000
Licenses/Permits/Franchise	1,761,282	1,790,243	1,869,102	1,833,750	1,925,000	2,021,000	2,122,000	2,228,000
Construction Permits	691,905	769,928	390,000	160,000	168,000	176,000	185,000	194,000
Grants	368,376	259,347	620,929	41,100	200,000	200,000	200,000	200,000
State Revenues	1,240,271	1,107,943	1,188,610	1,163,610	1,187,000	1,211,000	1,235,000	1,260,000
Charges for Goods & Services	2,792,824	3,020,628	3,903,302	4,093,512	4,216,000	4,342,000	4,472,000	4,606,000
Interfund Service Charges	3,120,735	-	3,427,765	4,027,314	4,188,000	4,397,000	4,617,000	4,848,000
Fines & Forfeitures	272,303	182,884	302,350	902,350	911,000	920,000	929,000	938,000
Miscellaneous Revenues	469,739	1,074,351	1,582,518	1,009,132	1,029,000	1,050,000	1,071,000	1,092,000
Transfers	413,547	26,300	97,726	391,075	40,000	40,000	40,000	40,000
Total Revenues	44,110,686	42,440,729	49,173,452	51,056,792	52,941,000	54,761,000	56,662,000	58,501,000
Revenue % Change YOY	4%	-4%	16%	4%	4%	3%	7%	7%
Expenditures								
Labor	17,919,401	17,498,086	23,507,283	24,032,464	25,715,000	27,258,000	28,621,000	30,052,000
Benefits	6,278,943	6,076,441	7,961,178	8,137,007	8,707,000	9,229,000	9,783,000	10,370,000
Supplies	708,590	837,672	1,062,576	917,076	945,000	973,000	1,002,000	1,032,000
Services	16,145,255	18,736,558	22,701,765	17,534,846	25,061,000	25,813,000	26,587,000	27,385,000
Capital	268,886	1,597,773	1,130,565	-	-	-	-	-
Debt Service	60,228	391,523	323,590	621,400	800,000	800,000	800,000	800,000
Transfers	657,870	1,315,062	1,341,982	650,000	600,000	600,000	600,000	600,000
Total Expenses	42,039,173	46,453,115	58,028,939	51,892,793	61,828,000	64,673,000	67,393,000	70,239,000
Expense % Change YOY	-5%	10%	25%	-11%	19%	5%	4%	4%
Change in Ending Fund Balance	2,071,513	(4,012,386)	(8,855,487)	(836,001)	(8,887,000)	(9,912,000)	(10,731,000)	(11,738,000)
Anticipated Under-Expenditure	-	-	-	-	2,473,555	2,587,000	2,696,000	2,810,000
Ending Fund Balance	15,915,319	11,902,933	3,047,446	2,211,445	(4,202,000)	(11,527,000)	(19,562,000)	(28,490,000)

For additional information regarding the fund balance calculations, see the City’s Fund Balance Reserve Policy, adopted via Resolution 1433.

**STRATEGIC OUTLOOK
CITY OF EDMONDS
GENERAL FUND FUND BALANCES
2021 - 2028 ANALYSIS**

	2021	2022	2023	2024	2025	2026	2027	2028
Ending Fund Balances:	Actual	Actual	Estimate	Budget	Outlook	Outlook	Outlook	Outlook
General Fund (001)	\$ 15,915,319	\$ 11,902,933	\$ 3,047,446	\$ 2,211,445	\$ (4,202,000)	\$ (11,527,000)	\$ (19,562,000)	\$ (28,490,000)
Contingency Fund (012)	1,782,149	1,782,149	2,228,672	2,075,712	2,473,120	2,586,920	2,695,720	2,809,560
Total	\$ 17,697,468	\$ 13,685,082	\$ 5,276,118	\$ 4,287,157	\$ (1,728,880)	\$ (8,940,080)	\$ (16,866,280)	\$ (25,680,440)

	2021	2022	2023	2024	2025	2026	2027	2028
Fund Balance Policy Analysis	Actual	Actual	Estimate	Budget	Outlook	Outlook	Outlook	Outlook
General Fund (16%)	\$ 7,253,745	\$ 8,067,161	\$ 8,914,686	\$ 8,302,847	\$ 9,892,480	\$ 10,347,680	\$ 10,782,880	\$ 11,238,240
Contingency Fund (4%)	1,782,149	1,782,149	2,228,672	2,075,712	2,473,120	2,586,920	2,695,720	2,809,560
Total Fund Balance								
Required Per Policy (20%)	9,035,894	9,849,310	11,143,358	10,378,559	12,365,600	12,934,600	13,478,600	14,047,800
Total GF & Contingency Fund Balances	17,697,468	13,685,082	5,276,118	4,287,157	(1,728,880)	(8,940,080)	(16,866,280)	(25,680,440)

Unreserved Fund Balance Compared to Minimum Required Amount	\$ 8,661,574	\$ 3,835,772	\$ (5,867,240)	\$ (6,091,402)	\$ (14,094,480)	\$ (21,874,680)	\$ (30,344,880)	\$ (39,728,240)
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	2021	2022	2023	2024	2025	2026	2027	2028
Other GF Fund Balances	Actual	Actual	Estimate	Budget	Outlook	Outlook	Outlook	Outlook
LEOFF Medical Insurance (009)	\$ 255,218	\$ 216,864	\$ 130,224	\$ 13,084	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
Risk Management (011)	25,000	25,000	-	-	-	-	-	-
Historic Preservation (014)	16,422	11,701	11,701	-	-	-	-	-
Building Maintenance (016)	4,400,000	4,296,604	3,239,084	546,374	200,000	-	-	-
Marsh Restoration & Pres. (017)	848,617	849,766	849,766	849,766	849,766	849,766	849,766	849,766
Homelessness Response (018)	-	200,000	200,000	200,000	200,000	200,000	200,000	200,000
Opioid Response (019)	-	-	60,000	110,000	-	-	-	-
Total GF Sub-Funds	\$ 5,545,257	\$ 5,599,935	\$ 4,490,775	\$ 1,719,224	\$ 1,324,766	\$ 1,124,766	\$ 1,124,766	\$ 1,124,766

**STRATEGIC OUTLOOK
CITY OF EDMONDS GENERAL FUND
TOTAL REVENUES & EXPENDITURES
2021 - 2028 ANALYSIS**

	2021	2022	2023	2024	2025-2026 Biennium	2027-2028 Biennium
	Actual	Actual	Estimate	Budget	Outlook	Outlook
Beginning Fund Balance	13,843,806	15,915,319	11,902,933	3,047,446	2,211,445	(11,527,000)
<u>Revenue</u>						
Property Taxes	14,654,572	14,843,369	15,205,100	15,905,500	32,337,000	33,053,000
Retail Sales Taxes	10,508,460	11,313,760	11,700,000	12,300,000	26,728,000	29,325,000
Other Sales Taxes	977,315	1,041,146	1,150,000	1,150,000	2,546,000	2,806,000
Utility Taxes	6,463,896	6,599,936	7,314,500	7,663,299	16,966,000	18,706,000
Other Taxes	375,461	410,894	421,550	416,150	904,000	996,000
Licenses/Permits/Franchise	1,761,282	1,790,243	1,869,102	1,833,750	3,946,000	4,350,000
Construction Permits	691,905	769,928	390,000	160,000	344,000	379,000
Grants	368,376	259,347	620,929	41,100	400,000	400,000
State Revenues	1,240,271	1,107,943	1,188,610	1,163,610	2,398,000	2,495,000
Charges for Goods & Services	2,792,824	3,020,628	3,903,302	4,093,512	8,558,000	9,078,000
Interfund Service Charges	3,120,735	-	3,427,765	4,027,314	8,585,000	9,465,000
Fines & Forfeitures	272,303	182,884	302,350	902,350	1,831,000	1,867,000
Miscellaneous Revenues	469,739	1,074,351	1,582,518	1,009,132	2,079,000	2,163,000
Transfers	413,547	26,300	97,726	391,075	80,000	80,000
Total Revenues	44,110,686	42,440,729	49,173,452	51,056,792	107,702,000	115,163,000
<u>Expenditures</u>						
Labor	17,919,401	17,498,086	23,507,283	24,032,464	52,973,000	58,673,000
Benefits	6,278,943	6,076,441	7,961,178	8,137,007	17,936,000	20,153,000
Supplies	708,590	837,672	1,062,576	917,076	1,918,000	2,034,000
Services	16,145,255	18,736,558	22,701,765	17,534,846	50,874,000	53,972,000
Capital	268,886	1,597,773	1,130,565	-	-	-
Debt Service	60,228	391,523	323,590	621,400	1,600,000	1,600,000
Transfers	657,870	1,315,062	1,341,982	650,000	1,200,000	1,200,000
Total Expenses	42,039,173	46,453,115	58,028,939	51,892,793	126,501,000	137,632,000
Change in Ending Fund Balance	2,071,513	(4,012,386)	(8,855,487)	(836,001)	(18,799,000)	(22,469,000)
Anticipated Under-Expenditure	-	-	-	-	5,060,555	5,506,000
Ending Fund Balance	15,915,319	11,902,933	3,047,446	2,211,445	(11,527,000)	(28,490,000)

2024 REVENUE SUMMARY - ALL FUNDS

Fund			2022 Actuals	2023 Budget	2023 Estimate	2024 Budget	Change 24-23 Estimate	Change 24-23 Estimate
GENERAL FUND	001	General Fund	\$ 42,440,728	\$ 52,558,830	\$ 49,173,452	\$ 51,056,792	\$ 1,883,340	3.83%
	009	LEOFF Medical Insurance Reserve Subfund	225,000	225,000	225,000	250,000	25,000	11.11%
	012	Contingency Reserve Fund	-	447,522	446,522	-	(446,522)	-100.00%
	016	Building Maintenance Fund	(87,325)	17,480	17,480	112,290	94,810	542.39%
	017	Marsh Restoration & Preservation Fund	1,150	-	-	-	-	N/A
	018	Edmonds Homelessness Response Fund	200,000	-	-	-	-	N/A
	019	Edmonds Opioid Response Fund	49,007	-	10,993	50,000	39,007	354.83%
	Total General Fund			42,828,560	53,248,832	49,873,447	51,469,082	1,595,635
SPECIAL REVENUE FUNDS	104	Drug Enforcement Fund	(1,313)	167,650	2,500	4,520	2,020	80.80%
	111	Street Fund	1,771,876	2,415,410	2,447,500	2,630,600	183,100	7.48%
	112	Street Construction Fund	5,455,949	12,366,800	10,702,174	4,946,998	(5,755,176)	-53.78%
	117	Municipal Arts Acquisition Fund	111,005	99,220	99,563	87,776	(11,787)	-11.84%
	120	Hotel/Motel Tax Fund	117,909	84,400	84,400	124,371	39,971	47.36%
	121	Employee Parking Permit Fund	24,337	38,960	38,960	38,900	(60)	-0.15%
	122	Youth Scholarship Fund	1,272	1,660	610	1,740	1,130	185.25%
	123	Tourism Promotional Arts Fund	37,686	30,440	30,440	44,193	13,753	45.18%
	125	REET 2	1,823,728	2,320,090	1,528,634	1,627,900	99,266	6.49%
	126	REET 1	1,786,239	2,302,980	1,456,614	1,639,520	182,906	12.56%
	127	Gifts Catalog Fund	2,872,237	232,490	227,363	215,830	(11,533)	-5.07%
	130	Cemetery Maintenance/Imp. Fund	212,132	150,960	202,468	152,990	(49,478)	-24.44%
	136	Parks Trust Fund	(3,347)	5,460	3,310	-	(3,310)	-100.00%
	137	Cemetery Maintenance Fund	(3,774)	51,500	55,441	55,580	139	0.25%
	138	Sister City Commission Fund	4,484	10,430	10,430	5,680	(4,750)	-45.54%
	140	Business Improvement District Fund	91,918	88,645	88,645	79,209	(9,436)	-10.64%
141	Affordable and Supportive Housing Fund	75,153	65,000	65,000	65,000	-	0.00%	
142	Edmonds Rescue Plan Fund	1,046,776	1,879,000	1,669,000	6,550,000	4,881,000	292.45%	
143	Tree Fund	205,667	215,100	215,100	220,930	5,830	2.71%	
Total Special Revenue Funds			15,629,934	22,526,195	18,928,152	18,491,737	(436,415)	-2.31%
DEBT SERVICE FUNDS	231	2012 LTGO Debt Service Fund	311,186	309,800	309,800	310,420	620	0.20%
CAPITAL PROJECT FUNDS	332	Parks Capital Construction Fund	1,773,131	2,713,902	2,629,348	316,240	(2,313,108)	-87.97%
ENTERPRISE FUNDS	421	Water Utility Fund	10,554,960	11,950,114	11,380,647	12,314,744	934,097	8.21%
	422	Storm Utility Fund	6,732,573	9,095,452	8,097,028	8,499,216	402,188	4.97%
	423	Sewer/WWTP Utility Fund	15,390,672	16,895,408	15,767,131	20,019,768	4,252,637	26.97%
	424	Utility Debt Service Fund	-	1,991,860	1,991,860	1,996,270	4,410	0.22%
Total Enterprise Funds			32,678,205	39,932,834	37,236,666	42,829,998	5,593,332	15.02%
INTERNAL SERVICE FUNDS	511	Equipment Rental Fund	1,642,988	4,344,498	4,188,740	2,706,730	(1,482,010)	-35.38%
	512	Technology Rental Fund	1,273,134	1,647,271	1,481,194	2,173,664	692,470	46.75%
	Total Internal Service Funds			2,916,122	5,991,769	5,669,934	4,880,394	(789,540)
TOTAL BUDGET			\$ 96,137,138	\$ 124,723,332	\$ 114,647,347	\$ 118,297,871	\$ 3,650,524	3.18%

Note: The amounts in the column titled "2023 Budget", on this page and all subsequent pages, refer to the City's 2023 Amended Budget, not the City's 2023 Adopted Budget.

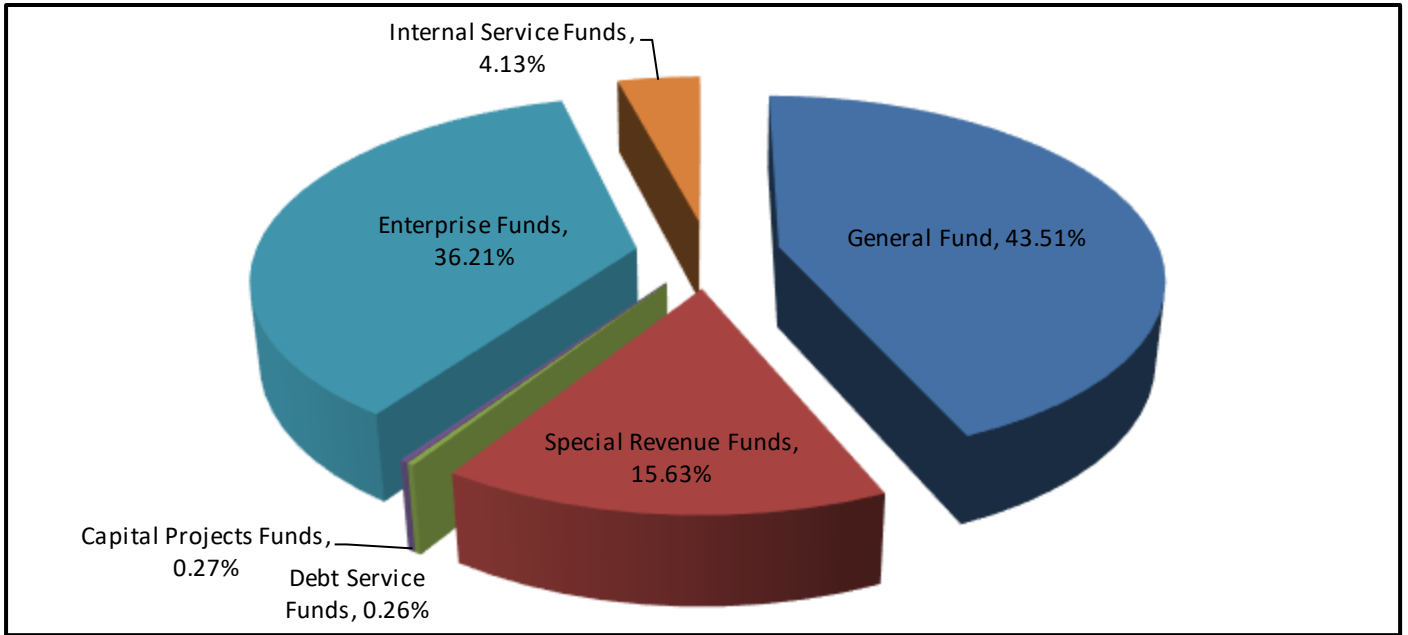
2024 EXPENDITURE SUMMARY - ALL FUNDS

Fund			2022 Actuals	2023 Budget	2023 Estimate	2024 Budget	Change 24-23 Estimate	Change 24-23 Estimate
GENERAL FUND	001	General Fund	\$ 46,453,115	\$ 63,983,894	\$ 58,028,939	\$ 51,892,793	\$ (6,136,146)	-10.57%
	009	LEOFF Medical Insurance Reserve Subfund	263,354	367,140	311,640	367,140	55,500	17.81%
	011	Risk Management Reserve Fund	-	25,000	25,000	-	(25,000)	-100.00%
	014	Historic Preservation Gift Fund	4,721	5,900	-	11,701	11,701	N/A
	016	Building Maintenance Fund	16,072	1,275,000	1,075,000	1,125,274	50,274	4.68%
	Total General Fund			46,737,262	65,656,934	59,440,579	53,396,908	(6,043,671)
SPECIAL REVENUE FUNDS	104	Drug Enforcement Fund	6,291	45,800	33,000	39,000	6,000	18.18%
	111	Street Fund	2,314,362	2,746,179	2,410,014	2,662,492	252,478	10.48%
	112	Street Construction Fund	5,254,893	11,273,695	10,090,350	4,699,705	(5,390,645)	-53.42%
	117	Municipal Arts Acquisition Fund	124,995	207,380	182,880	282,880	100,000	54.68%
	120	Hotel/Motel Tax Fund	94,158	95,400	95,400	131,400	36,000	37.74%
	121	Employee Parking Permit Fund	25,830	26,880	26,880	26,880	-	0.00%
	122	Youth Scholarship Fund	322	3,000	150	3,000	2,850	1900.00%
	123	Tourism Promotional Arts Fund	18,487	28,500	28,500	43,400	14,900	52.28%
	125	REET 2	2,660,129	4,315,418	3,648,845	2,460,645	(1,188,200)	-32.56%
	126	REET 1	1,149,597	2,627,383	2,615,337	1,379,355	(1,235,982)	-47.26%
	127	Gifts Catalog Fund	109,969	551,598	461,598	618,646	157,048	34.02%
	130	Cemetery Maintenance/Imp. Fund	210,169	291,530	249,163	290,559	41,396	16.61%
	136	Parks Trust Fund	3,804	216,062	164,749	-	(164,749)	-100.00%
	137	Cemetery Maintenance Fund	-	50,000	50,000	25,000	(25,000)	-50.00%
	138	Sister City Commission Fund	70	11,900	11,900	11,900	-	0.00%
	140	Business Improvement District Fund	81,266	88,575	88,575	103,545	14,970	16.90%
	142	Edmonds Rescue Plan Fund	1,027,077	1,879,000	1,669,000	6,550,000	4,881,000	292.45%
143	Tree Fund	-	239,800	239,800	214,800	(25,000)	-10.43%	
Total Special Revenue Funds			13,081,419	24,698,100	22,066,141	19,543,207	(2,522,934)	-11.43%
DEBT SERVICE FUNDS	231	2012 LTGO Debt Service Fund	311,186	309,800	309,800	310,420	620	0.20%
CAPITAL PROJECT FUNDS	332	Parks Capital Construction Fund	5,679,310	2,255,647	2,108,173	139,685	(1,968,488)	-93.37%
ENTERPRISE FUNDS	421	Water Utility Fund	7,393,508	11,949,308	11,219,371	13,568,408	2,349,037	20.94%
	422	Storm Utility Fund	4,308,217	8,525,900	6,929,007	8,495,157	1,566,150	22.60%
	423	Sewer/WWTP Utility Fund	12,743,871	18,972,999	16,444,382	22,720,243	6,275,861	38.16%
	424	Utility Debt Service Fund	-	1,989,820	1,989,820	1,988,830	(990)	-0.05%
Total Enterprise Funds			24,445,596	41,438,027	36,582,580	46,772,638	10,190,058	27.85%
INTERNAL SERVICE FUNDS	511	Equipment Rental Fund	1,455,701	5,057,583	4,440,380	1,976,212	(2,464,168)	-55.49%
	512	Technology Rental Fund	1,389,675	2,022,460	1,941,686	2,011,076	69,390	3.57%
	Total Internal Service Funds			2,845,376	7,080,043	6,382,066	3,987,288	(2,394,778)
TOTAL BUDGET			\$ 93,100,149	\$ 141,438,551	\$ 126,889,339	\$ 124,150,146	\$ (2,739,193)	-2.16%

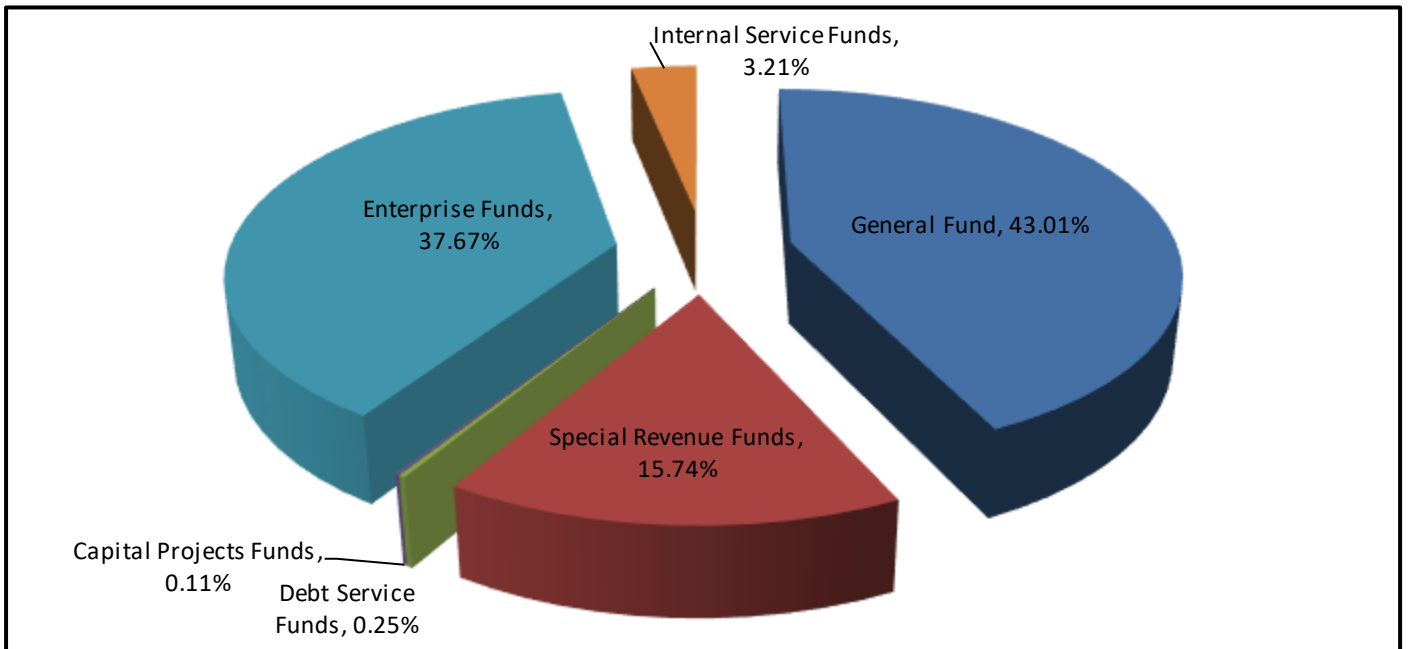
2024 BUDGET SUMMARY - ALL FUNDS

			Beginning	2024	2024	Ending	
		Fund	Fund Balance	Revenue	Expenditures	Fund Balance	
GENERAL FUND	001	General Fund	3,047,445	\$ 51,056,792	\$ 51,892,793	\$ 2,211,444	
	009	LEOFF Medical Insurance Reserve Subfund	130,224	250,000	367,140	13,084	
	012	Contingency Reserve Subfund	2,228,672	-	-	2,228,672	
	014	Historic Preservation Gift Fund	11,701	-	11,701	-	
	016	Building Maintenance Fund	3,239,084	112,290	1,125,274	2,226,100	
	017	Marsh Restoration & Preservation Fund	849,766	-	-	849,766	
	018	Edmonds Homelessness Response Fund	200,000	-	-	200,000	
	019	Edmonds Opioid Response Fund	60,000	50,000	-	110,000	
			Total General Fund	9,766,892	51,469,082	53,396,908	7,839,066
	SPECIAL REVENUE FUNDS	104	Drug Enforcement Fund	37,070	4,520	39,000	2,590
111		Street Fund	446,166	2,630,600	2,662,492	414,274	
112		Street Construction Fund	3,051,329	4,946,998	4,699,705	3,298,622	
117		Municipal Arts Acquisition Fund	551,571	87,776	282,880	356,467	
120		Hotel/Motel Tax Fund	83,864	124,371	131,400	76,835	
121		Employee Parking Permit Fund	87,112	38,900	26,880	99,132	
122		Youth Scholarship Fund	15,668	1,740	3,000	14,408	
123		Tourism Promotional Arts Fund	117,111	44,193	43,400	117,904	
125		REET 2	1,096,804	1,627,900	2,460,645	264,059	
126		REET 1	2,791,257	1,639,520	1,379,355	3,051,422	
127		Gifts Catalog Fund	2,829,557	215,830	618,646	2,426,741	
130		Cemetery Maintenance/Imp. Fund	221,474	152,990	290,559	83,905	
137		Cemetery Maintenance Fund	1,108,741	55,580	25,000	1,139,321	
138		Sister City Commission Fund	18,425	5,680	11,900	12,205	
140		Business Improvement District Fund	39,854	79,209	103,545	15,518	
141		Affordable and Supportive Housing Fund	299,566	65,000	-	364,566	
142		Edmonds Rescue Plan Fund	64,588	6,550,000	6,550,000	64,588	
143		Tree Fund	201,600	220,930	214,800	207,730	
		Total Special Revenue Funds	13,061,757	18,491,737	19,543,207	12,010,287	
DEBT SERVICE FUNDS	231	2012 LTGO Debt Service Fund	-	310,420	310,420	-	
CAPITAL PROJECT FUNDS	332	Parks Capital Construction Fund	728,858	316,240	139,685	905,413	
ENTERPRISE FUNDS	421	Water Utility Fund	32,049,896	12,314,744	13,568,408	30,796,232	
	422	Storm Utility Fund	19,239,755	8,499,216	8,495,157	19,243,814	
	423	Sewer/WWTP Utility Fund	62,322,079	20,019,768	22,720,243	59,621,604	
	424	Utility Debt Service Fund	846,001	1,996,270	1,988,830	853,441	
		Total Enterprise Funds	114,457,731	42,829,998	46,772,638	110,515,091	
INTERNAL SERVICE FUNDS	511	Equipment Rental Fund	9,144,158	2,706,730	1,976,212	9,874,676	
	512	Technology Rental Fund	502,010	2,173,664	2,011,076	664,598	
		Total Internal Service Funds	9,646,168	4,880,394	3,987,288	10,539,274	
TOTAL BUDGET			147,661,406	\$ 118,297,871	\$ 124,150,146	\$ 141,809,131	

Budgeted Revenues by Fund (All Funds) – 2024



Budgeted Expenditures by Fund (All Funds) – 2024



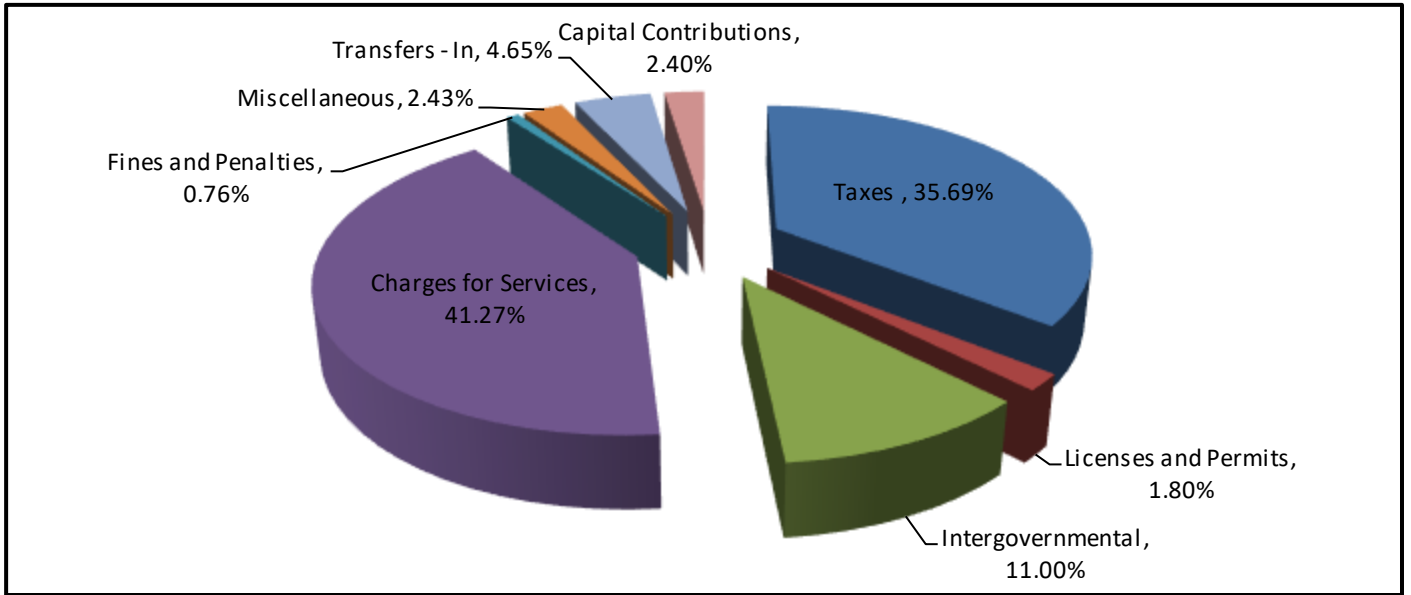
CHANGE IN ENDING FUND BALANCE - ALL FUNDS

Fund		Est. 2023 Ending Fund Balance	Net 2024 Surplus/(Deficit)	2024 Ending Fund Balance	Change in Fund Bal. 24-23	
GENERAL FUND	001	General Fund	\$ 3,047,445	\$ (836,001)	\$ 2,211,444	-27.43%
	009	LEOFF Medical Insurance Reserve Subfund	130,224	(117,140)	13,084	-89.95%
	012	Contingency Reserve Subfund	2,228,672	-	2,228,672	0.00%
	014	Historic Preservation Gift Fund	11,701	(11,701)	-	-100.00%
	016	Building Maintenance Fund	3,239,084	(1,012,984)	2,226,100	-31.27%
	017	Marsh Restoration & Preservation Fund	849,766	-	849,766	0.00%
	018	Edmonds Homelessness Response Fund	200,000	-	200,000	0.00%
	019	Edmonds Opioid Response Fund	60,000	50,000	110,000	83.33%
		Total General Fund	9,766,892	(1,927,826)	7,839,066	-19.74%
SPECIAL REVENUE FUNDS	104	Drug Enforcement Fund	37,070	(34,480)	2,590	-93.01%
	111	Street Fund	446,166	(31,892)	414,274	-7.15%
	112	Street Construction Fund	3,051,329	247,293	3,298,622	8.10%
	117	Municipal Arts Acquisition Fund	551,571	(195,104)	356,467	-35.37%
	120	Hotel/Motel Tax Fund	83,864	(7,029)	76,835	-8.38%
	121	Employee Parking Permit Fund	87,112	12,020	99,132	13.80%
	122	Youth Scholarship Fund	15,668	(1,260)	14,408	-8.04%
	123	Tourism Promotional Arts Fund	117,111	793	117,904	0.68%
	125	REET 2	1,096,804	(832,745)	264,059	-75.92%
	126	REET 1	2,791,257	260,165	3,051,422	9.32%
	127	Gifts Catalog Fund	2,829,557	(402,816)	2,426,741	-14.24%
	130	Cemetery Maintenance/Imp. Fund	221,474	(137,569)	83,905	-62.12%
	137	Cemetery Maintenance Fund	1,108,741	30,580	1,139,321	2.76%
	138	Sister City Commission Fund	18,425	(6,220)	12,205	-33.76%
	140	Business Improvement District Fund	39,854	(24,336)	15,518	-61.06%
	141	Affordable and Supportive Housing Fund	299,566	65,000	364,566	21.70%
	142	Edmonds Rescue Plan Fund	64,588	-	64,588	0.00%
143	Tree Fund	201,600	6,130	207,730	3.04%	
	Total Special Revenue Funds	13,061,757	(1,051,470)	12,010,287	-8.05%	
CAPITAL PROJECT FUNDS	332	Parks Capital Construction Fund	728,858	176,555	905,413	24.22%
ENTERPRISE FUNDS	421	Water Utility Fund	32,049,896	(1,253,664)	30,796,232	-3.91%
	422	Storm Utility Fund	19,239,755	4,059	19,243,814	0.02%
	423	Sewer/WWTP Utility Fund	62,322,079	(2,700,475)	59,621,604	-4.33%
	424	Utility Debt Service Fund	846,001	7,440	853,441	0.88%
	Total Enterprise Funds	114,457,731	(3,942,640)	110,515,091	-3.44%	
INTERNAL SERVICE FUNDS	511	Equipment Rental Fund	9,144,158	730,518	9,874,676	7.99%
	512	Technology Rental Fund	502,010	162,588	664,598	-24.46%
		Total Internal Service Funds	9,646,168	893,106	10,539,274	9.26%
TOTAL BUDGET		\$ 147,661,406	\$ (5,852,275)	\$ 141,809,131	-3.96%	

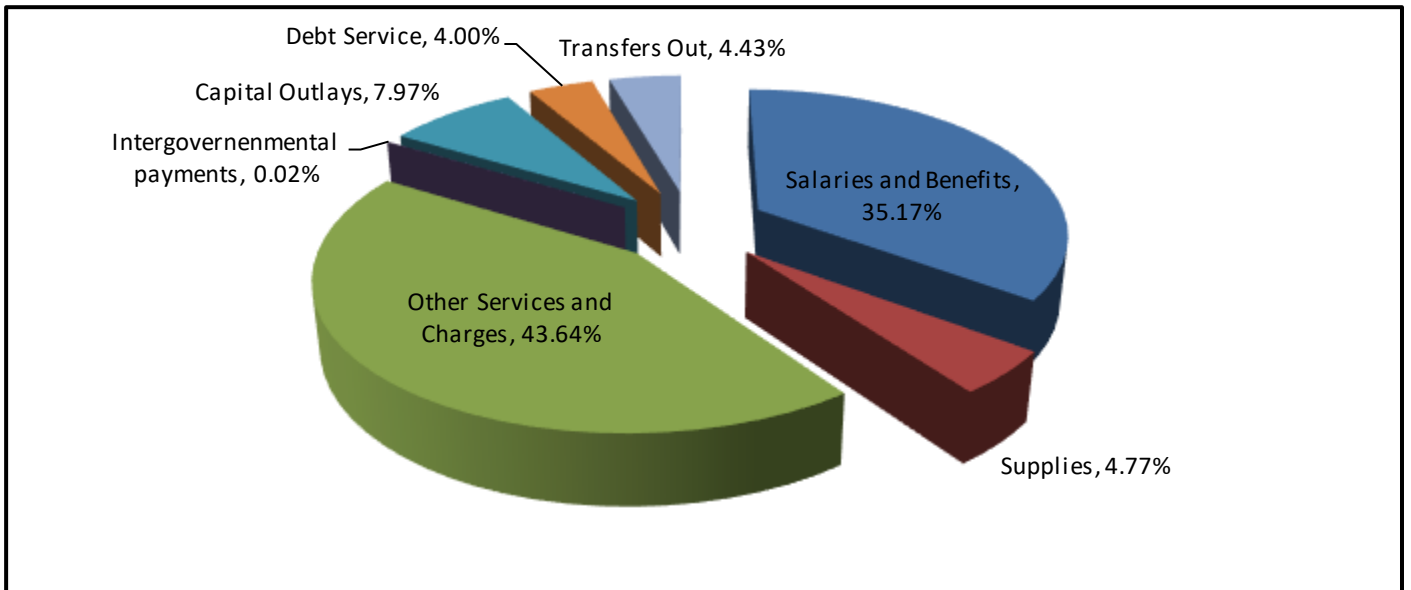
REVENUE SUMMARY - ALL FUNDS

	2021	2022	2023	2024
	Actual	Actual	Estimate	Budget
Beginning Cash Balance	\$ 71,054,601	\$ 81,568,700	\$ 78,790,803	\$ 66,548,811
Remaining Fund Balance	66,143,497	75,297,688	81,112,623	81,112,595
Total Beginning Fund Balance	137,198,098	156,866,388	159,903,426	147,661,406
REVENUES				
General Property Tax	14,654,572	14,843,369	15,205,100	15,905,500
Retail Sales and Use Taxes	11,698,718	12,605,881	13,040,000	13,685,854
Business and Occupation Taxes	6,534,428	6,683,124	7,395,050	7,743,849
Excise Taxes	997,291	1,001,582	1,276,000	1,882,000
Other Taxes	4,753,384	3,762,254	2,707,268	3,000,000
Taxes Total	38,638,393	38,896,210	39,623,418	42,217,203
Business Licenses and Permits	1,682,663	1,745,146	1,812,287	1,818,959
Building Permits and Fees	883,347	953,334	581,540	307,000
Licenses & Permits Total	2,566,010	2,698,480	2,393,827	2,125,959
Intergovernmental Total	6,601,923	9,159,167	17,722,113	13,016,416
General Government	406,936	411,107	419,372	472,970
Public Safety	1,222,967	1,361,562	1,386,970	1,509,470
Utilities	29,338,268	30,838,209	31,655,432	34,637,497
Transportation	91,819	26,231	17,000	17,000
Natural and Economic Environment	1,172,436	1,486,069	2,689,327	2,457,900
Culture and Recreation	503,311	697,391	878,421	857,792
Interfund Services	5,511,510	2,838,216	7,006,407	8,874,308
Charges for Services Total	38,247,247	37,658,785	44,052,929	48,826,937
Fines and Penalties Total	272,303	183,072	302,850	902,850
Investment Earnings	497,541	(1,122,910)	2,296,639	1,987,870
Rents and Concessions	311,225	387,919	449,908	475,792
Insurance Premiums/Recovery	42,222	20,524	5,000	5,000
Contributions/Donations	73,424	3,516,474	161,350	159,400
Other Misc Revenue	(2,471)	544,282	200,463	243,270
Gains (Loss) disposition of assets	(30,878)	(872,460)	800,000	-
Miscellaneous Total	891,063	2,473,829	3,913,360	2,871,332
Capital Contributions	6,450,214	3,032,646	1,184,067	2,841,507
Transfers In	1,210,163	1,550,037	5,454,783	5,495,667
Proceeds of Long-Term Debt	8,808,696	485,475	-	-
Total Revenues & Transfers	103,686,012	96,137,701	114,647,347	118,297,871
Total Resources Available	174,740,613	177,706,401	193,438,150	184,846,682
Estimated Remaining Fund Balance	66,143,497	75,297,688	81,112,623	81,112,595
Total Fund Balance	\$ 240,884,110	\$ 253,004,089	\$ 274,550,773	\$ 265,959,277

Percentage Revenue Budget by Type (All Funds) – 2024



Percentage Expenditure Budget by Type (All Funds) – 2024



EXPENDITURE SUMMARY - ALL FUNDS

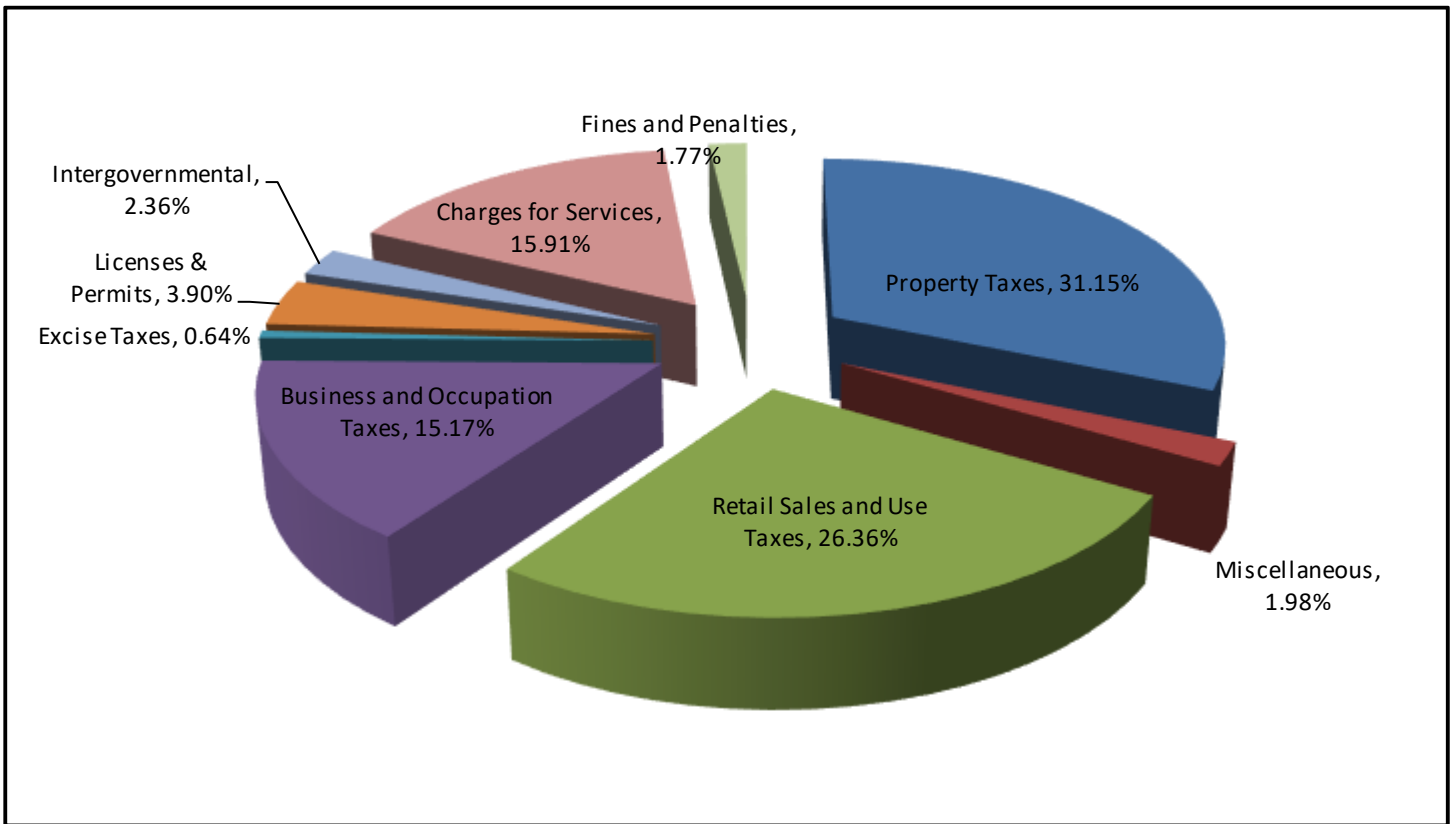
	2021 Actual	2022 Actual	2023 Estimate	2024 Budget
EXPENDITURE				
Salaries	\$ 22,665,004	\$ 24,456,723	\$ 30,955,653	\$ 31,985,251
Benefits	7,544,482	8,621,457	10,869,937	11,683,472
Total Salaries and Benefits	30,209,486	33,078,180	41,825,590	43,668,723
Total Supplies	4,521,333	4,526,619	5,718,467	5,917,376
Professional Services	18,577,750	20,705,780	29,658,288	33,305,616
Communication	367,868	336,347	387,938	390,275
Travel	44,697	58,605	90,375	69,267
Excise Taxes	3,212,128	3,257,821	3,239,452	3,610,299
Rental/Lease	2,551,438	2,930,666	3,929,382	5,216,877
Insurance	920,264	1,147,804	1,427,838	1,922,418
Utilities	2,636,475	3,726,904	2,594,655	2,987,280
Repairs & Maintenance	2,881,161	2,601,679	5,860,063	5,365,666
Miscellaneous	1,070,613	1,276,008	1,509,090	1,313,287
Total Other Services and Charges	32,262,394	36,041,614	48,697,081	54,180,985
Total Intergovernmental Payments	50,000	50,000	50,000	25,000
Total Capital Outlays	6,005,674	10,941,499	20,479,348	9,896,835
Total Debt Service	5,458,135	2,799,541	4,663,070	4,965,560
EXPENDITURE TOTAL	78,507,022	87,437,453	121,433,556	118,654,479
Depreciation Expense	4,300,513	4,113,223	-	-
Transfer Out	1,210,163	1,550,037	5,455,783	5,495,667
TOTAL EXPENDITURES & TRANSFERS	84,017,698	93,100,713	126,889,339	124,150,146
Ending Cash Balance	81,568,700	78,790,803	66,548,811	60,696,536
Estimated Remaining Fund Balance	75,297,688	81,112,623	81,112,595	81,112,595
Ending Fund Balance	156,866,388	159,903,426	147,661,406	141,809,131
Total All Uses with Fund Balance	\$ 240,884,086	253,004,139	\$ 274,550,745	\$ 265,959,277

2024 General Fund Revenue

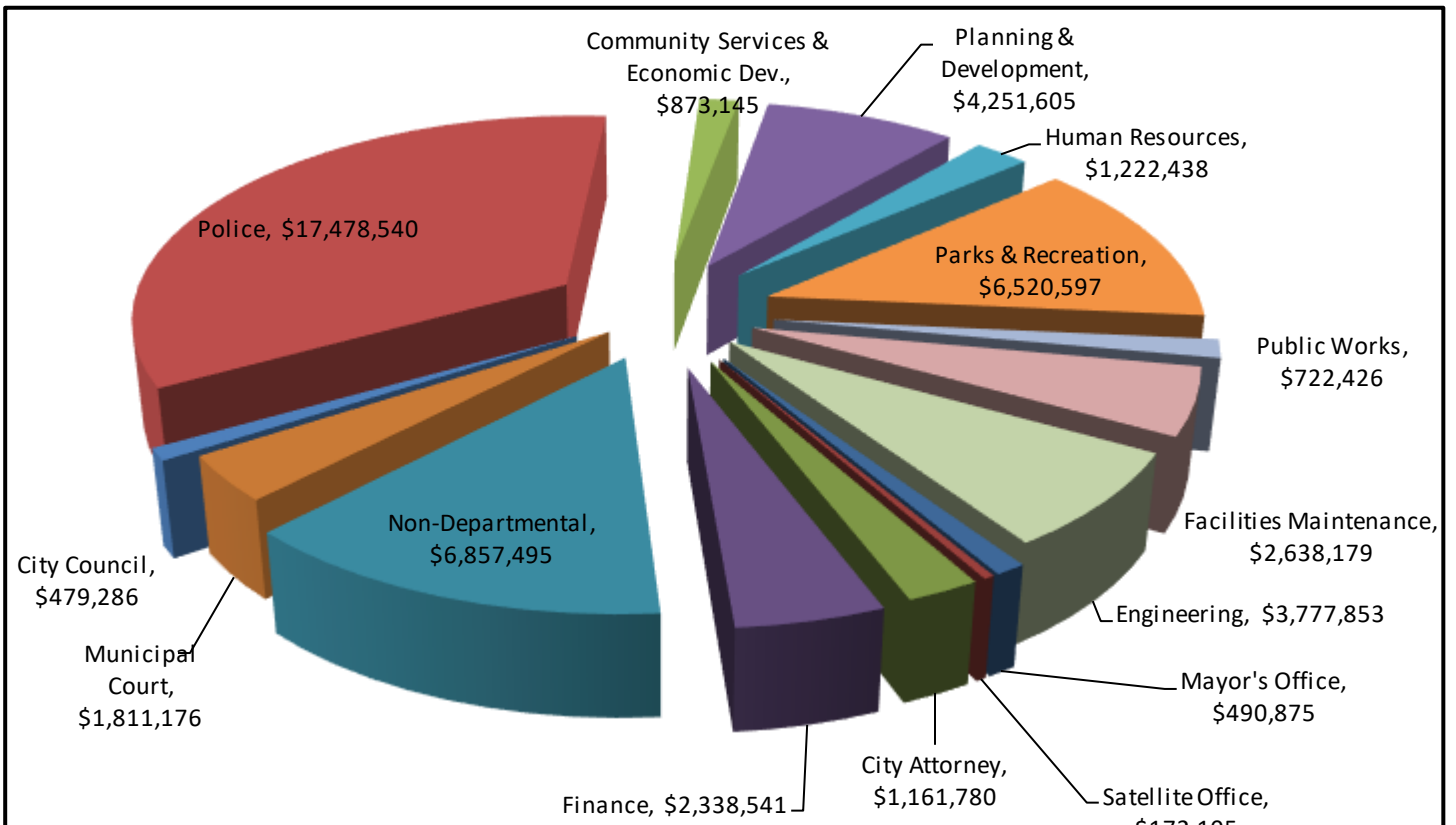
General Fund revenue for 2024, excluding fund balances, is \$51.1 million; an increase of \$1.9M from the 2023 year-end estimate.

General Fund Revenues	2021 Actual	2022 Actual	2023 Estimate	2024 Budget
General Property Tax	\$ 14,654,572	\$ 14,843,369	\$ 15,205,100	\$ 15,905,500
Retail Sales and Use Taxes	11,500,646	12,369,473	12,865,000	13,459,600
Business and Occupation Taxes	6,534,428	6,683,124	7,395,050	7,743,849
Excise Taxes	290,058	313,139	326,000	326,000
Tax Total	32,979,704	34,209,105	35,791,150	37,434,949
Business Licenses and Permits	1,606,075	1,654,402	1,723,712	1,739,750
Non-Business Licenses and Permits	847,112	905,769	535,390	254,000
Licenses & Permits Total	2,453,187	2,560,171	2,259,102	1,993,750
Intergovernmental Total	1,608,647	1,367,290	1,809,539	1,204,710
General Government	368,184	381,025	377,650	442,650
Public Safety	1,222,967	1,361,562	1,386,970	1,509,470
Transportation	3,678	4,641	5,000	5,000
Natural and Economic Environment	716,746	597,259	1,299,761	1,323,100
Culture and Recreation	481,249	676,141	833,921	813,292
Interfund Reimbursement-Contract Svcs	3,120,735	(1)	3,427,765	4,027,314
Charges for Services Total	5,913,559	3,020,627	7,331,067	8,120,826
Fines and Penalties Total	272,303	182,884	302,350	902,350
Interest and Other Earnings	122,252	(28,750)	356,460	560,190
Rents, Leases & Concessions	271,900	336,031	389,908	415,792
Contributions & Donations	6,488	8,645	16,000	13,000
Other Miscellaneous Revenues	69,131	18,196	20,150	20,150
Insurance Recoveries	-	-	-	-
Miscellaneous Total	469,771	334,122	782,518	1,009,132
Proceeds of Long-Term Debt	-	482,709	-	-
Disposition of Capital Assets	-	257,520	800,000	-
Transfers In	388,547	26,300	97,726	391,075
Total Revenues & Transfers	\$ 44,085,718	\$ 42,440,728	\$ 49,173,452	\$ 51,056,792

Percentage General Revenue by Type – 2024



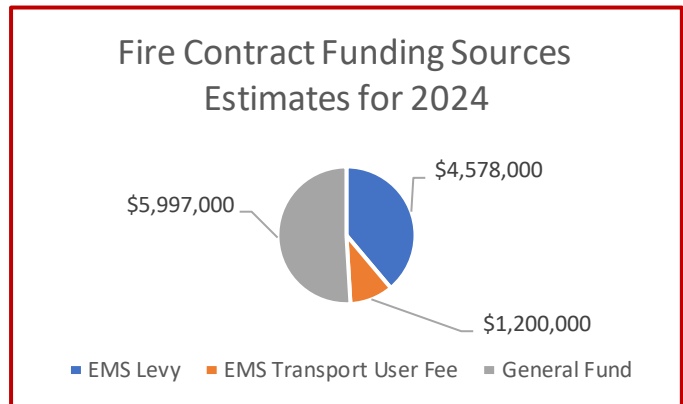
2024 General Fund Expenditures by Department



General Fund Expenditures by Department							
	2020 Actual	2021 Actual	2022 Actual	2023 Estimate	2024 Budget	23-22 % Change	24-23 % Change
City Council	\$ 320,573	\$ 335,099	\$ 329,334	\$ 461,256	\$ 479,286	40.06%	3.91%
Mayor's Office	331,098	337,754	346,553	454,873	490,875	31.26%	7.91%
Human Resources	692,902	694,987	775,409	1,096,947	1,222,438	41.47%	11.44%
Municipal Court	1,072,255	1,198,232	1,363,405	2,140,163	1,811,176	56.97%	-15.37%
City Clerk	726,791	561,793	411,473	534,351	486,912	29.86%	N/A
Administrative Services	1,306,188	1,349,342	1,207,933	1,962,915	2,338,541	62.50%	19.14%
City Attorney	860,435	842,071	861,469	1,036,780	1,161,780	20.35%	12.06%
Non-Departmental	13,011,969	11,133,033	13,793,057	15,627,335	6,857,495	13.30%	-56.12%
Police	11,824,450	11,853,470	13,556,444	14,331,432	17,478,540	5.72%	21.96%
Cultural Services Division	-	-	118,560	355,922	288,900	N/A	N/A
Neighborhood City Hall	-	8,908	419,184	230,681	172,105	-44.97%	-25.39%
Community Services & Economic Dev.	599,693	663,132	657,217	953,129	873,145	45.03%	-8.39%
Planning & Development	2,811,073	2,981,687	3,820,313	4,387,727	4,251,605	14.85%	-3.10%
Human Services Program	-	110,610	191,121	294,100	320,940	0.5388157	9.13%
Parks, Recreation and Human Services	3,666,673	4,317,425	4,776,687	5,992,915	6,520,597	25.46%	8.81%
Public Works Administration	506,952	545,230	266,949	662,014	722,426	147.99%	9.13%
Facilities Maintenance	3,906,132	2,566,698	2,667,321	3,935,410	2,638,179	47.54%	-32.96%
Engineering	2,618,208	2,638,201	890,686	3,570,989	3,777,853	300.93%	5.79%
Total Expenditures	\$ 44,255,392	\$ 42,137,672	\$ 46,453,115	\$ 58,028,939	\$ 51,892,793	24.92%	-10.57%

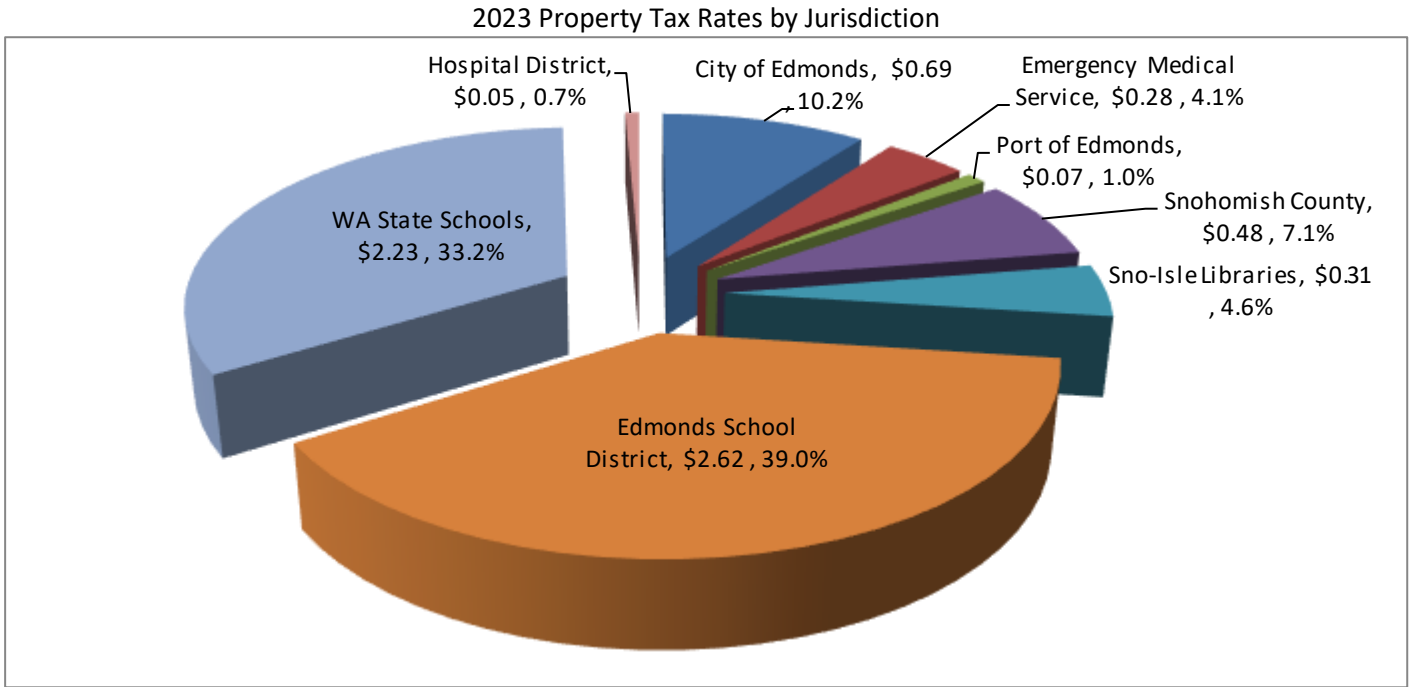
EMS Related Costs and Funding Sources (Budget)

Revenue related to EMS	
EMS Levy	\$ 4,578,000
EMS Transport User Fee	<u>1,200,000</u>
Total Revenues	5,778,000
Less:	
Fire District Contract (estimate)	<u>11,775,000</u>
Difference (General Fund Subsidy to Residents)	\$ (5,997,000)



PROPERTY TAX

Property taxes are the City’s largest revenue source at \$15.9 million in 2024, or 31% of the total revenue supporting the General Fund. These taxes pay for the City’s general operations such as services provided by the Police, Public Works Department and Parks. Including the EMS levy and voted bond levy, the City receives 14.3% of property taxes paid by Edmonds property owners.



The City of Edmonds receives a relatively small percentage of a property owner’s tax bill (10.2% for the regular tax levy). In comparison, the Edmonds School District and WA State Schools taken together account for 72.2% of the property tax bill.

2023 Property Tax Rate per \$1,000 of Assessed Value		
Government Agency	Tax Rate	% of Total
City of Edmonds	\$ 0.69	10.2%
Emergency Medical Service	0.28	4.1%
Total, City of Edmonds	0.96	14.3%
Port of Edmonds	0.07	1.0%
Snohomish County	0.48	7.1%
Sno-Isle Libraries	0.31	4.6%
Edmonds School District	2.62	39.0%
WA State Schools	2.23	33.2%
Hospital District	0.05	0.7%
Total	\$ 6.71	100.0%

Property Tax New Construction

Year	Total Assessed Value (AV)	New Construction Assessment	Regular Property Tax Revenue from New Construction	% New Construction to AV
2024*	15,424,043,338	42,341,296	40,707	0.3%
2023	15,572,537,385	58,493,578	69,078	0.4%
2022	12,578,962,335	36,575,871	46,221	0.3%
2021	11,648,792,913	26,708,900	35,518	0.2%
2020	11,011,221,440	80,095,130	113,500	0.7%
2019	10,223,133,972	67,182,217	105,811	0.7%

** Amounts shown for the 2024 year are estimates.*

Authorized Positions by Department

Department	2022 Approved	2023 Approved	2024 Budget
City Council	1.0	1.0	1.0
Mayor	2.0	2.0	2.0
Human Resources	3.6	5.6	5.6
Court	9.0	9.0	9.0
Administrative Services	16.0	16.0	16.0
Information Services	6.0	6.0	6.0
Police	74.5	83.5	83.8
Community Services & Economic Development	3.3	5.8	5.8
Planning & Development	20.0	20.0	20.0
Parks, Recreation and Human Services	30.9	34.7	33.8
Public Works Admin/Facilities	17.0	16.0	17.0
Engineering	17.5	18.5	18.5
Streets/Storm	18.0	18.0	18.0
Water/Sewer/Treatment Plant	36.0	36.0	39.0
Equipment Rental	3.0	4.0	4.0
Total City Employee Count	257.8	276.1	279.4

The above chart does not reflect differences due to vacant positions.

Rates of Pay

Elected Officials	Grade	Minimum	Maximum
Council Member Position		20,462	20,462
Council President		24,554	24,554
Judge		196,639	196,639
Mayor		156,123	156,123
Non-Represented	Grade	Minimum	Maximum
Administrative Services Director	NR-44	151,884	203,538
Arts & Cultural Services Program Manager	NR-35	97,908	131,202
Assistant Court Administrator	NR-37	107,940	144,648
Associate Engineer	NR-33	88,800	119,004
Associate Planner	NR-33	88,800	119,004
Associate Transportation Planner	NR-33	88,800	119,004
Building Official	NR-39	119,004	159,474
Capital Projects Manager	NR-36	102,798	137,760
City Clerk	NR-37	107,940	144,648
City Engineer	NR-43	144,648	186,385
Community Services & Economic Development Director	NR-44	151,884	195,705
Court Administrator	NR-43	144,648	186,385
Deputy Administrative Services Director	NR-41	131,202	169,058
Deputy Parks & Recreation Services Director	NR-41	131,202	169,058
Planning & Development Director	NR-44	151,884	195,705
Engineering Program Manager II	NR-38	113,340	146,038
Executive Assistant Confidential I	NR-33	88,800	119,004
Executive Assistant Confidential II	NR-35	97,908	131,202
Executive Assistant To The Mayor	NR-34	93,240	124,950
Facilities Manager	NR-38	113,340	151,884
Fleet Manager	NR-37	107,940	144,648
Senior Human Resources Analyst	NR-34	93,240	124,950
Human Resources Analyst	NR-32	84,570	113,340
Human Resources Assistant	NR-29	73,056	97,908
Human Resources Manager	NR-40	124,950	167,442
Human Resources Director	NR-44	151,884	195,705
Information Services Manager	NR-41	131,202	169,058
Parks, Recreation, and Human Services Director	NR-44	151,884	195,705
Parks Maintenance Manager	NR-35	97,908	131,202
Parks Planner and Capital Project Manager	NR-36	102,798	137,760
Permit Supervisor	NR-32	84,570	113,340
Planner	NR-32	84,570	113,340
Planning Manager	NR-40	124,950	167,442
Public Works Director	NR-45	159,474	205,489
Recreation Supervisor	NR-35	97,908	131,202
Environmental Program Specialist	NR-33	88,800	119,004
Safety and Disaster Coordinator	NR-34	93,240	124,950
Senior Planner	NR-35	97,908	131,202

Rates of Pay

Non-Represented (continued)	Grade	Minimum	Maximum
Senior Utilities Engineer	NR-41	131,202	175,818
Stormwater Engineer	NR-38	113,340	151,884
Street/Storm Manager	NR-40	124,950	167,442
Transportation Engineer	NR-39	119,004	159,474
Urban Forest Planner	NR-35	97,908	131,202
WWTP Manager	NR-41	131,830	176,665
WWTP Plant Supervisor	NR-37	107,940	144,648
WWTP Program Administrator	NR-36	102,798	137,760
Water/Sewer Manager	NR-40	124,950	167,442
Police Command Staff	Grade	Minimum	Maximum
Police Chief	PD-03	250,428	262,950
Police Assistant Chief	PD-02	212,949	223,597
Police Commanders	PD-01	176,355	185,173
Police Non-Commissioned	Grade	Minimum	Maximum
Animal Control / Ordinance Enforcement Officer	NE-10	86,511	110,411
Community Engagement/Crime Prevention Coordinator	NE-11	90,854	115,927
Domestic Violence Coordinator	NE-10	86,511	110,411
Administrative Assistant	NE-6	71,173	90,854
Parking Enforcement Officer	NE-6	71,173	90,854
Police Crime Analyst	NE-11	90,854	115,927
Police Services Assistant	NE-7	74,730	95,385
Police Public Disclosure Specialist	NE-10	86,511	110,411
Property Officer/Evidence Technician	NE-9	82,393	105,156
Senior Animal Control Officer	NE-11	90,854	115,927
Senior Police Services Assistant	NE-8	78,474	100,152
Police Guild - See Contract for Premium Pay Percentage Rates (2023 Rates)	Grade	Minimum	Maximum
Police Officer 1st Class	NE-11	93,192	110,460
Police Officer 2nd Class	NE-9	82,692	85,668
Corporal	NE-12	115,992	120,948
Sergeant	NE-13	126,996	131,412
Teamsters	Grade	Minimum	Maximum
Building Maintenance Operator	J	78,212	95,069
Cemetery Sexton	L	86,220	104,809
City Electrician	N	95,069	115,554
Custodian	D	58,354	70,944
Field Arborist	J	78,212	95,069
Fleet Mechanic	K	82,115	99,826
Lead Building Maintenance Operator	M	90,538	110,043
Lead Custodian	H	70,944	86,220
Lead Fleet Mechanic	O	99,826	121,328
Maintenance Custodian	E	61,291	74,484
Parks Maintenance Lead Worker	N	95,069	115,554
Parks Maintenance Mechanic	K	82,115	99,826
Parks Maintenance Worker	I	74,484	90,538
WWTP Operator in Training	F	64,342	78,212

Rates of Pay

Teamsters (continued)	Grade	Minimum	Maximum
Seasonal/Temporary Worker (hourly)	B	22	27
Senior Mechanic	M	90,538	110,043
Senior Parks Maintenance Worker	J	78,212	95,069
Senior Sewer Maintenance Worker	K	82,115	99,826
Senior Storm GIS Technician/Maintenance Worker	K	82,115	99,826
Senior Storm Maintenance Worker	J	78,212	95,069
Senior Street Maintenance Worker	J	78,212	95,069
Senior Street Maintenance Worker - Cement Finisher	K	82,115	99,826
Senior Water Maintenance Worker	J	78,212	95,069
Senior Water Meter Reader	F	64,342	78,212
Senior WWTP Instrument Technician/Plant Electrician	N	95,069	115,554
Senior WWTP Laboratory Technician	L	86,220	104,809
Sewer Maintenance Lead Worker	N	95,069	115,554
Sewer Maintenance Worker	I	74,484	90,538
Storm Maintenance Worker	I	74,484	90,538
Stormwater Maintenance Lead Worker	N	95,069	115,554
Street Maintenance Lead Worker	N	95,069	115,554
Street/Storm Maintenance Worker	I	74,484	90,538
Traffic Control Technician	L	86,220	104,809
Water Maintenance Lead Worker	N	95,069	115,554
Water Maintenance Worker	I	74,484	90,538
Water Meter Reader	E	61,291	74,484
Water Quality Control Technician	L	86,220	104,809
WWTP Instrument Tech/Plant Electrician	L	86,220	104,809
WWTP Lab Technician	K	82,115	99,826
WWTP Lead Maintenance Mechanic	O	99,826	121,328
WWTP Lead Operator	P	104,809	127,390
WWTP Maintenance Mechanic	J	78,212	95,069
WWTP Operator 1	J	78,212	95,069
WWTP Operator 2	K	82,115	99,826
WWTP Operator 3	N	95,069	115,554
WWTP Pre-Treatment Technician	K	82,115	99,826
WWTP Senior Maintenance Mechanic	N	95,069	115,554
WWTP Water Quality Analyst	N	95,069	115,554
AFSCME	Grade	Minimum	Maximum
Senior Accountant	NE-37	105,768	134,988
Accountant	NE-36	100,740	128,556
Senior Accounting Specialist	NE-31	78,924	100,740
Accounting Specialist	NE-30	75,168	95,940
Senior Administrative Assistant	NE-30	75,168	95,940
Administrative Assistant	NE-29	71,592	91,368
Building Inspector	NE-33	87,012	111,048
Senior Combination Building Inspector	NE-35	95,940	122,436
Communications Strategist/Public Information Officer	NE-35	95,940	122,436
Community Services Program Coordinator	NE-33	87,012	111,048
Court Clerk	NE-28	68,184	87,012

Rates of Pay			
AFSCME (continued)	Grade	Minimum	Maximum
Cultural Arts Program Specialist	NE-29	71,592	91,368
Code Enforcement Officer	NE-34	91,368	116,616
Deputy City Clerk	NE-31	78,924	100,740
Engineering Technician I	NE-30	75,168	95,940
Engineering Technician II	NE-32	82,872	105,768
Engineering Technician III	NE-34	91,368	116,616
Environmental Education & Sustainability Coordinator	NE-34	91,368	116,616
Executive Assistant	NE-33	87,012	111,048
GIS Analyst	NE-35	95,940	122,436
Senior GIS Analyst	NE-36	100,740	128,556
Senior Information Systems Specialist	NE-36	100,740	128,556
Information Systems Specialist	NE-35	95,940	122,436
Interpretive Specialist	NE-23	53,424	68,184
Lead Court Clerk	NE-29	71,592	91,368
Office Coordinator	NE-30	75,168	95,940
Probation Officer	NE-33	87,012	111,048
Human Services Program Manager	NE-36	100,740	128,556
Permit Coordinator	NE-29	71,592	91,368
Plans Examiner	NE-34	91,368	116,616
Preschool Assistant	NE-21	48,456	61,836
Senior Probation Officer	NE-34	91,368	116,616
Program Assistant	NE-27	64,932	82,872
Public Records Officer	NE-32	82,872	105,768
Public Records Assistant	NE-30	75,168	95,940
Recreation Coordinator	NE-33	87,012	111,048
Recreation Leader	NE-23	53,424	68,184
Senior Construction Inspector	NE-35	95,940	122,436
Senior Office Specialist	NE-25	58,908	75,168
Senior Permit Coordinator	NE-31	78,924	100,740
Senior Plans Examiner	NE-35	95,940	122,436
Social Worker	NE-27	64,932	82,872
Stormwater Technician	NE-32	82,872	105,768
Senior Stormwater Technician	NE-33	87,012	111,048
System Support Technician	NE-32	82,872	105,768
Web Systems Analyst	NE-33	87,012	111,048
Contract Positions		Minimum	Maximum
Legislative/Executive Assistant	NR-33	88,800	119,004

Rates of Pay

Hourly	Grade	Minimum	Maximum
Bailiff	H11	22	27
Audio/Visual Assistant	h13	30	36
Beautification Program Worker	H08	19	23
DayCamp Assistant	H07	18	22
Diversity Commission Coordinator	x02	31	31
Facility Attendant	H05	17	20
Front Desk Receptionist	H05	17	20
Gymnastics Assistant	H01	17	18
Gymnastics Instructor I	H05	17	20
Gymnastics Instructor II	H08	19	23
Intern I	H09	20	25
Intern II	H12	26	31
Mechanic Assistant	H08	19	23
Preschool Assistant	H05	17	20
Pro Tem Judges	H21	65	65
Ranger Naturalist Lead	H10	21	26
Ranger/Naturalist	H07	18	22
Summer Preschool Assistant	H01	17	18
Summer Preschool Supervisor	H10	21	26
Temporary Office Worker	H07	18	22
Temporary Project Specialist	H16	39	48
Youth Commission Coordinator	H13	30	36
Tennis Instructor	H11	22	27

DECISION PACKAGES

Department/Fund	DP#	Decision Package Description	Total Increase (Decrease)
Court	1	Passport Expenditure Updates	18,500
	2	Pretrial Monitoring	20,000
Administrative Services	3	Increase Transfer to Medical Ins. Reserve (009)	25,000
Information Technology	4	Weblink additional connection licenses	30,000
	5	Technology Security Monitoring	5,000
	6	replacement systems including desktops, laptops	102,500
Community Services	9	Public Art	139,535
	10	Lodging Tax Fund Budget - Fund 120	131,400
	11	Lodging Tax Advisory Committee Budget Proposal	43,400
	12	BID Annual Budget	103,545
	13	Edmonds Rescue Plan Fund - Household Support Grant	300,000
Planning and Development	15	Boards and Commission Support	11,701
Parks and Recreation	16	Sound Salmon Solutions Contract Increase	6,000
	17	Parks Maintenance Yard Lease	49,000
Engineering	19	Public Works Records Administrator	207,200
Street Fund	21	Purchase of Brine Machine for Ice Control	70,000
Water Fund	22	Utility Customer Merchant Fees	280,000
	23	Water Utility Small Equipment Replacement	8,960
	24	Utility Locator Position - PW FTE	140,959
	25	Phase 15 WL Replacement (2025)	426,000
	26	Yost and Seaview Reservoirs Repairs & Upgrades	850,000
	27	2024 Waterline Replacement Overlays	225,000
	28	Drinking Water System Model Update	100,000
	29	Records Management & Scanning Services	100,000
	30	Phase 13 WL Replacement (2023)	10,000
	31	Phase 14 WL Replacement (2024)	3,300,000
	32	PW Parking Lot Apron Repair & UST Repl.	105,000
	Storm Fund	33	Waste Disposal
34		Edmonds Marsh Water Quality Improvement Project	90,000
35		Lower Perrinville Creek Restoration Project	275,000
36		Phase 5 Storm Maintenance Project (2025)	324,000
37		Storm and Surface Water Comprehensive Plan Update	350,000
38		Perrinville Creek Basin Analysis Update	594,390
39		2024 SD Overlays	315,000
40		Utilities rate increase	2,625
41		Perrinville Creek Flow Management Projects	100,000
42		Phase 4 Storm Maintenance Project (2024)	1,377,000
43		7317 Lake Ballinger Way Floodplain	120,000

DECISION PACKAGES CONTINUED


Department/Fund	DP#	Decision Package Description	Total Increase (Decrease)
Sewer Fund	44	Sewer Division Shoring Equipment	30,000
	45	Sewer Maintenance/GIS Worker	140,959
	46	Phase 10 Sewer Replacement (2023)	10,000
	47	Phase 12 Sewer Replacement (2025)	363,000
	48	Sanitary Sewer Model Update	200,000
	49	Phase 11 Sewer Replacement (2024)	2,005,000
	50	Cured in Place Pipe Sewer Rehab Phase 4 (2024)	522,000
	51	2024 Sanitary Sewer Replacement Overlays	60,000
WWTP Fund	52	Asset/Project Management Specialist	172,201
	53	O&M Budget Adjustments	488,500
	54	WWTP Primary Clarifier 2 rehab	904,740
	55	Gasification Bypass (Class A Solids Production	453,370
	56	Carbon Recovery Project (Close-out/Hauling)	753,950
	57	Asset Criticality Ranking and Condition Assessment	226,185
	58	VFD Upgrades/Replacements	376,975
	59	Nutrient Removal Project	3,015,800
	60	Position Upgrade - WWTP OIT to WWTP Operator	40,000
Equipment Rental	61	2024 Vehicle Replacements	475,000
	62	Operations Expenditure Increase	13,250
Building Maintenance	63	Bond-Funded Deferred Maintenance Projects	660,000
	64	Capital Maintenance Projects	80,000
Street Capital Projects	66	2024 Transportation Plan Update	236,085
	67	76th Ave. W Overlay from 196th St. SW to OVD	20,000
	68	Main St. Overlay from 6th Ave. to 8th Ave	789,553
	69	Hwy 99 Revitalization Stage 2	114,000
	70	Hwy 99 Revitalization Stage 3	1,290,000
	71	Hwy 99 Revitalization Stage 4	1,290,000
	72	76th Ave. W @ 220th St. SW Improvements	948,712
	73	SR-104 Adaptive System from 236th St. SW to 226th	186,575
	74	2024 Traffic Signal Upgrades	30,290
	75	2024 Pedestrian Safety Program	80,770
	76	2025 Overlay Program	100,000
	77	88th Ave Overlay and Sidewalk Repair	150,000
	78	Citywide Bicycle Improvements	15,000
	79	2024 Traffic Calming Program	82,000
	80	Elm Way Walkway from 8th Ave. S to 9th Ave. S	10,000
81	2024 Overlay Program	1,425,000	
Parks Capital Projects	84	Park Signage & Wayfinding Enhancements (Fund 125)	75,000
	85	Ballinger Park ILA with MLT (Fund 125)	200,000
	86	Mathay Ballinger Upgrade Completion (Fund 125)	271,300
Decision Package Total			28,669,930

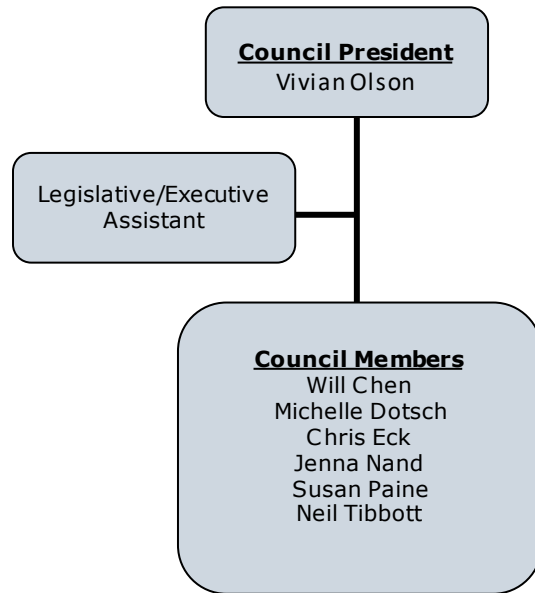
DECISION PACKAGES CONTINUED

Department/Fund	DP#	Decision Package Description	Total Increase (Decrease)
Council Changes	99	Yost Park / Shell Creek Study	250,000
	100	Olympic Beach Restroom Renovation	20,000
	101	84th Ave. W Walkway from 238th St. SW to 234th St.	75,000
	102	Reduce Department Supply Budgets	(53,940)
	103	Reduce Prisoner Care Budget	(375,000)
	104	Reduce ECA Support by 50%	(25,000)
	105	Reduce Tech Component of Grant Specialist	(3,000)
	106	\$6.25M Fire Services Contract Funded by ARPA	-
	107	Reduce Department Professional Services Budgets	(295,487)
	108	Reduce Council Overtime	(1,000)
	109	Reduce Council Contingency Budget	(15,000)
	110	Reduce Department Travel Budgets	(22,833)
	111	Fire Service Feasibility Assessment	44,500
	112	Reduce Department Communication Budgets	(14,000)
	113	Reduce Neighborhood City Hall Professional Services	(5,000)
	114	Reduce Department Miscellaneous Budgets	(94,382)
	115	Reduce Interfund Transfer to Sister City	(5,000)
	116	Transfer Bond Proceeds for Interest Payment	385,274
117	Reduce PD Administration Uniform Allowance	(7,000)	
118	Reduce PD Small Equipment Budget	(50,000)	
Council Changes Total			<u>(191,868)</u>
Staff Deliberation Changes	119	Salary Commission Changes	60,589
	120	Utility Rate Update	357,347
	121	PD Administrative Staff Salary Adjustment	50,021
	123	Commissioned Officer Negotiations	200,414
	124	Reduce Non-Rep from 4.6% to 4%	(54,213)
Staff Deliberation Changes Total			<u>614,158</u>
Council Deliberation Changes Total			<u>422,290</u>
Decision Package Total			<u>29,092,220</u>



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Fund:	General		Fund #:	001
Department:	City Council		Department #:	11
Cost Center	Total Department		Cost Center #:	511.60



Position	Number of Full-Time Equivalent (FTE)					
	2019	2020	2021	2022	2023	2024
Legislative/Executive Assistant	1.0	1.0	1.0	1.0	1.0	1.0
	1.0	1.0	1.0	1.0	1.0	1.0

Fund:	General		Fund #:	001
Department:	City Council		Department #:	11
Cost Center	Total Department		Cost Center #:	511.60

Purpose

As the legislative branch of a mayor-council form of government, seven part-time councilmembers are elected directly by the people to staggered four-year terms. All positions represent the community at large.

The City Council adopts the City budget, establishes law and policy, approves appropriations and contracts, levies taxes, and grants franchises. Councilmembers also represent the City on boards and commissions and to other organizations. The Council’s legislative authority is established by Title 35 of the Revised Code of Washington Laws of Cities and Towns. Section 35A.11.020 of the Optional Municipal Code sets forth the powers vested in legislative bodies of non-charter code cities.

The City Council’s time commitment ranges from 25-to-32 hours per week for packet review and attending Council and post-Council meetings to review meeting actions. During the budget review process, the time commitment is extensive and meetings are often held on Saturdays or weeknights.

Budget Narrative


- Supplies – General Office and Operating Supplies
- Small Equipment – Includes Councilmember/Staff electronic devices and accessories
- Professional Services – Contracted professional services
- Communications – Includes Councilmember/Staff cellular phones and service
- Travel – Includes Councilmember/Staff expenditures for travel
- Rental/Lease – Includes Council Office copier
- Miscellaneous – Includes Councilmember/Staff training, subscriptions and memberships, and registration fees to events of City business.

2024 Budget Changes

Ongoing changes include an annual adjustment for technology services.
 Council deliberation changes include a salary and benefit adjustment due to the salary commission recommendation and a reduction of the non-rep COLA from 4.6% to 4%.

2024 Council Changes

Reduce Council Overtime	(1,000)	One-Time
Reduce Department Supply Budgets	(538)	One-Time
Reduce Department Miscellaneous Budgets	(2,640)	One-Time
Reduce Council Contingency Budget	(15,000)	One-Time
Fire Service Feasibility Assessment	44,500	One-Time
	<u>25,322</u>	


Fund:	General		Fund #:	001
Department:	City Council		Department #:	11
Cost Center	Total Department		Cost Center #:	511.60

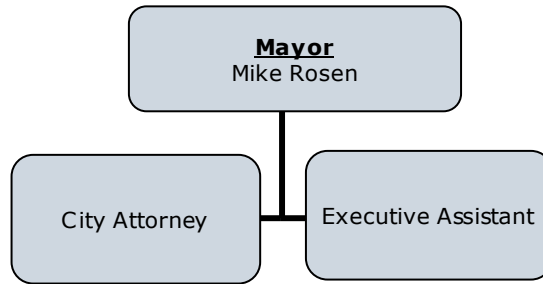
Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Salaries	179,785	218,276	218,276	253,724	35,448	16%	35,448	16%
Overtime	393	1,000	1,000	-	(1,000)	-100%	(1,000)	-100%
Benefits	88,457	103,845	103,845	106,715	2,870	3%	2,870	3%
Supplies	1,934	2,000	2,000	1,462	(538)	-27%	(538)	-27%
Minor Equipment	1,077	9,000	9,000	-	(9,000)	-100%	(9,000)	-100%
Professional Services	23,583	35,000	35,000	49,500	14,500	41%	14,500	41%
Communications	9,842	7,500	7,500	7,500	-	0%	-	0%
Travel	328	500	500	500	-	0%	-	0%
Rental/Lease	408	490	490	490	-	0%	-	0%
Interfund Rental	12,050	75,608	75,145	43,535	(31,610)	-42%	(32,073)	-42%
Repair/Maintenance	48	500	500	500	-	0%	-	0%
Miscellaneous	6,035	8,000	8,000	5,360	(2,640)	-33%	(2,640)	-33%
Council Contingency	3,446	25,000	-	10,000	10,000	N/A	(15,000)	-60%
Lease Payment	349	-	-	-	N/A	N/A	N/A	N/A
Equipment	1,599	-	-	-	N/A	N/A	N/A	N/A
	329,334	486,719	461,256	479,286	18,030	4%	(7,433)	-2%

Note: The amounts in the column titled “2023 Budget”, on this page and all subsequent pages, refer to the City’s 2023 Amended Budget, not the City’s 2023 Adopted Budget.




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Fund:	General		Fund #:	001
Department:	Mayor		Department #:	20
Cost Center	Total Department		Cost Center #:	N/A



Position	Number of Full-Time Equivalent (FTE)					
	2019	2020	2021	2022	2023	2024
Mayor	1.0	1.0	1.0	1.0	1.0	1.0
Executive Assistant	1.0	1.0	1.0	1.0	1.0	1.0
HR Director	1.0	1.0	1.0	1.0	-	-
Senior Human Resources Analyst	-	-	-	1.0	-	-
Human Resources Analyst	0.9	0.9	0.9	0.6	-	-
Human Resources Assistant	0.6	0.6	0.6	-	-	-
Safety & Disaster Coordinator	1.0	1.0	1.0	1.0	-	-
City Clerk	1.0	1.0	1.0	-	-	-
Deputy City Clerk	1.0	1.0	1.0	-	-	-
Business License Clerk	1.0	1.0	1.0	-	-	-
Senior Office Specialist	1.0	1.0	1.0	-	-	-
Public Disclosure/Records	1.0	1.0	1.0	-	-	-
	10.5	10.5	10.5	5.6	2.0	2.0

Fund:	General		Fund #:	001
Department:	Mayor		Department #:	21
Cost Center	Administration		Cost Center #:	513.10

Function

The Mayor of Edmonds serves as both the Chief Executive Officer (CEO) and the Chief Operations Officer (COO) of the City. In most cities with a strong Mayor-Council form of government, a City Administrator is designated the COO. Because Edmonds does not have this position, the Mayor manages the City’s day-to-day business and supervises the City’s daily operations as carried out by the department directors.

In addition, the Mayor works with and supports the City Council in its role as a legislative and policy-setting body, works in a responsive and collaborative manner with citizens to address their needs and concerns, interacts with the business community to foster economic development, and supports and empowers various community organizations that enrich the quality of life in Edmonds.

The Mayor also represents the City and protects its interests in county, regional, state, and national arenas. Finally, the Mayor provides a ceremonial presence at activities within the city and throughout the Puget Sound area.

Budget Narrative

The Salary and Benefit budget includes the Mayor and one Executive Assistant. The Mayor’s salary is determined by the Commission on Compensation of Elected Officials.

The supplies budget includes letterhead, envelopes, stationery, forms, office supplies, software, and special acknowledgements.

The professional services budget covers videotaping of special meetings, printing services, vacation coverage for the Mayor’s Executive Assistant, and other professional services as needed.

The communication budget includes iPads, laptops, cell phones and related data plans.

The travel budget includes mileage/parking/meals, accommodations, and travel expenses for City-related meetings.

The rental/lease budget covers 15% of maintenance and printing costs for copier shared with Human Resources and Community Services departments.


The miscellaneous budget covers costs for special meetings and events, publications, subscriptions, fees, dues, etc.

2024 Budget Changes


Ongoing changes include an annual adjustment for technology services. Council deliberation changes include a salary and benefit adjustment due to the salary commission recommendation and a reduction of the non-rep COLA from 4.6% to 4%.

2024 Council Changes

Reduce Department Supply Budgets	(403)	One-Time
Reduce Department Professional Services Budgets	(51,500)	One-Time
Reduce Department Travel Budgets	(990)	One-Time
Reduce Department Miscellaneous Budgets	<u>(1,113)</u>	One-Time
	(54,006)	

Fund:	General		Fund #:	001
Department:	Mayor		Department #:	21
Cost Center	Administration		Cost Center #:	513.10

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Salaries	231,823	282,988	282,988	302,809	19,821	7%	19,821	7%
Benefits	79,815	90,087	90,087	96,402	6,315	7%	6,315	7%
Supplies	523	1,500	1,500	1,097	(403)	-27%	(403)	-27%
Minor Equipment	2,904	-	-	-	N/A	N/A	N/A	N/A
Professional Services	(1,034)	103,000	53,000	51,500	(1,500)	-3%	(51,500)	-50%
Communications	1,633	1,400	1,400	1,400	-	0%	-	0%
Travel	595	3,000	3,000	2,010	(990)	-33%	(990)	-33%
Rental/Lease	(1,477)	2,000	2,000	2,000	-	0%	-	0%
Interfund Rental	14,480	16,814	16,448	30,320	13,872	84%	13,506	80%
Miscellaneous	2,987	4,450	4,450	3,337	(1,113)	-25%	(1,113)	-25%
Lease Payment	2,725	-	-	-	N/A	N/A	N/A	N/A
Equipment	11,579	-	-	-	N/A	N/A	N/A	N/A
	346,553	505,239	454,873	490,875	36,002	8%	(14,364)	-3%

Fund:	General		Fund #:	001
Department:	Mayor		Department #:	36
Cost Center	City Attorney		Cost Center #:	515


Function

The City Attorney advises and assists the City Council, Mayor, and staff in conforming to state and federal law in all municipal activities and defends the City against claims and suits.


Budget Narrative

The professional services budget includes three separate categories. The first is the City Attorney budget which covers general legal services such as drafting routine ordinances and resolutions and attending City Council meetings and other boards or commissions as requested, as well as lawsuits and negotiations. The second category is the Prosecuting Attorney budget. Both the City Attorney and the City Prosecutor are hired on a contract basis by the City. The third category is miscellaneous legal services provided by other outside legal counsel.

The miscellaneous-prosecutor budget covers the cost of witness fees.

Fund:	General		Fund #:	001
Department:	Mayor		Department #:	36
Cost Center	City Attorney		Cost Center #:	515

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Prof Serv - City Atty	570,031	837,420	762,420	837,420	75,000	10%	-	0%
Prof Serv - Misc Legal	-	5,000	5,000	5,000	-	0%	-	0%
Prof Serv - Prosecutor	291,438	319,360	269,360	319,360	50,000	19%	-	0%
	861,469	1,161,780	1,036,780	1,161,780	125,000	12%	-	0%


Fund:	Sister City Commission		Fund #:	138
Department:	Mayor		Department #:	21
Cost Center	Total Fund		Cost Center #:	N/A

Function

In accordance with Ordinance No. 2715, the Sister City Commission was established on June 30, 1989, and per ECC Section 10.60.040, private revenues and expenditures used for the purpose of hosting are segregated from public revenues and expenditures.

The Sister City Commission promotes international goodwill through the exchange of people and ideas. In pursuit of this goal, they endeavor to promote the City of Edmonds by providing cultural opportunities to citizens, encourage commerce, and attract tourists.

The Commission is urged to fundraise to provide a separate source of private funding for special projects.


Fund:	Sister City Commission		Fund #:	138
Department:	Mayor		Department #:	21
Cost Center	Total Fund		Cost Center #:	N/A

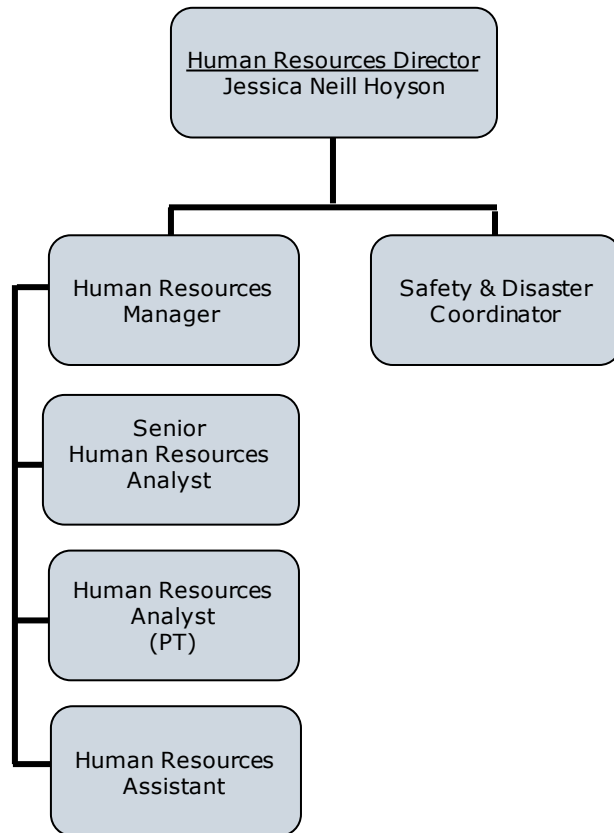
Description	2022 Actual	2023 Budget	2023 Estimate	2024 Budget	\$ Change 24-23 Estimate	% Change 24-23 Estimate	\$ Change 24-23 Budget	% Change 24-23 Budget
Program 100 -Public								
Beginning Balance	13,448	17,823	17,823	16,273	(1,550)	-9%	(1,550)	-9%
<u>Revenue</u>								
Investment Interest	(555)	350	350	660	310	89%	310	89%
Interfund Transfer	5,000	5,000	5,000	-	(5,000)	-100%	(5,000)	-100%
Total Revenues	4,445	5,350	5,350	660	(4,690)	-88%	(4,690)	-88%
<u>Expenditure</u>								
Supplies	-	1,000	1,000	1,000	-	0%	-	0%
Travel	-	1,000	1,000	1,000	-	0%	-	0%
Miscellaneous	70	4,900	4,900	4,900	-	0%	-	0%
Total Expenditures	70	6,900	6,900	6,900	-	0%	-	0%
Ending Balance	17,823	16,273	16,273	10,033	(6,240)	-38%	(6,240)	-38%

Description	2022 Actual	2023 Budget	2023 Estimate	2024 Budget	\$ Change 24-23 Estimate	% Change 24-23 Estimate	\$ Change 24-23 Budget	% Change 24-23 Budget
Program 200 - Private								
Beginning Balance	2,033	2,072	2,072	2,152	80	4%	80	4%
<u>Revenue</u>								
Investment Interest	39	80	80	20	(60)	-75%	(60)	-75%
Contributions	-	5,000	5,000	5,000	-	0%	-	0%
Total Revenues	39	5,080	5,080	5,020	(60)	-1%	(60)	-1%
<u>Expenditure</u>								
Supplies	-	500	500	500	-	0%	-	0%
Student Trip	-	3,500	3,500	3,500	-	0%	-	0%
Miscellaneous	-	1,000	1,000	1,000	-	0%	-	0%
Total Expenditures	-	5,000	5,000	5,000	-	0%	-	0%
Ending Balance	2,072	2,152	2,152	2,172	20	1%	20	1%




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Fund:	General		Fund #:	001
Department:	Human Resources		Department #:	22
Cost Center	Human Resources		Cost Center #:	518.10 & 521.10



Position	Number of Full-Time Equivalent (FTE)					
	2019	2020	2021	2022	2023	2024
Human Resources Director	-	-	-	-	1.0	1.0
Senior Human Resources Analyst	-	-	-	-	1.0	1.0
Human Resources Analyst	-	-	-	-	0.6	0.6
Safety & Disaster Coordinator	-	-	-	-	1.0	1.0
Human Resources Assistant	-	-	-	-	1.0	1.0
Human Resources Manager	-	-	-	-	1.0	1.0
	-	-	-	-	5.6	5.6

Fund:	General		Fund #:	001
Department:	Human Resources		Department #:	22
Cost Center	Human Resources		Cost Center #:	518.10 & 521.10

Function

Oversight and provision of all human resource services to all City Departments, including recruitment, testing, job classification, compensation administration, administration of all benefit programs, training, employee relations, labor union relations and negotiations, disciplinary actions, policy development, program development, Disability Board, Civil Service, and employee records.

Budget Narrative

Human Resources

The Salary and Benefit budget includes the Human Resources Director, Human Resources Manager, Senior Human Resources Analyst, part-time Human Resources Analyst, Human Resources Assistant and a Safety & Disaster Coordinator.

The supplies budget includes general office supplies such as copy paper, toner cartridges, and other commonly used office items.

The minor equipment budget covers incidental purchases related to the ID Badge machine.

The wellness budget supports employee wellness activities.

The professional services budget includes contracts for professional services, MEBT legal costs, employee hearing tests, non-Civil Service fitness for duty evaluations, drug testing, City-wide training, investigation fees, background checks for potential employees and volunteers, and monthly fees for the Flexible Spending Plan. Also included are certain costs associated with Public Defense.

The communications budget funds the expenses associated with human resources staff mobile phone service charges.


The travel budget funds Human Resources staff training and travel.

The advertising budget funds the cost of advertising for approved vacant positions through a variety of vendors (Association of WA Cities, professional associations, etc.).

The rental/lease budget covers 1/3 of the required rental cost for the shared copier with the Mayor’s Office and the Community Services department.

The repair/maintenance budget funds 1/3 of the required servicing of the shared copier with the Mayor’s Office and the Community Services/Economic Development Department.

The miscellaneous budget covers employee awards, safety and wellness, tuition reimbursement and professional membership expenses. Also included are NEOGOV Applicant Tracking System, Onboarding and Government Jobs subscription fees.

Fund:	General		Fund #:	001
Department:	Human Resources		Department #:	22
Cost Center	Human Resources		Cost Center #:	518.10 & 521.10

Civil Service

The professional services budget covers recruitment, testing contractor costs and physical/psychological exams for entry level, lateral level and promotional Police opportunities.

The miscellaneous budget covers costs associated with Civil Service and testing of prospective Police staff.

Disaster Preparedness

The supplies budget covers supplies related to Emergency Management and Disaster Preparedness including but not limited to Emergency Operations Center (EOC) and other related supplies.

The travel budget funds the Safety and Disaster coordinator training and travel.

The miscellaneous budget covers other costs related to Emergency Management and Disaster Preparedness for the City.


2024 Budget Changes

Ongoing changes include an annual adjustment for technology services.


Council deliberation changes include a reduction of the non-rep COLA from 4.6% to 4%.

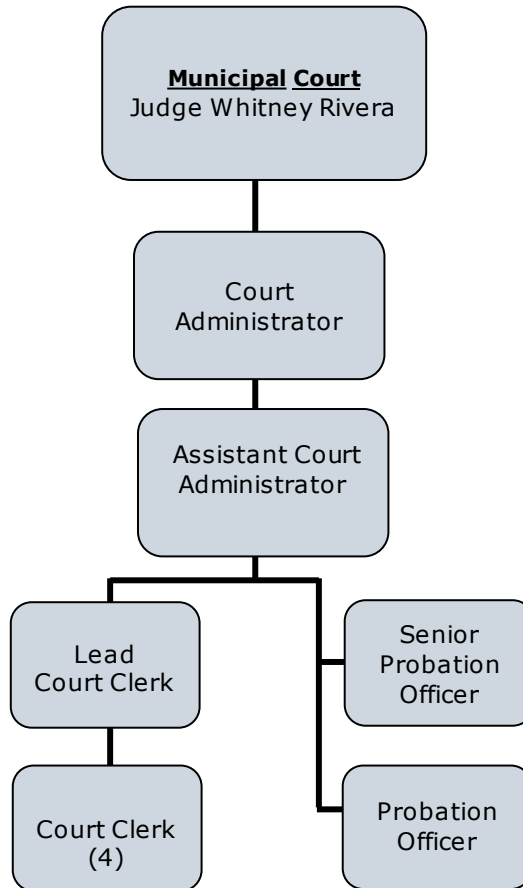
2024 Council Changes

Reduce Department Supply Budgets	(3,305)	One-Time
Reduce Department Professional Services Budgets	(81,000)	One-Time
Reduce Department Travel Budgets	(330)	One-Time
Reduce Department Miscellaneous Budgets	<u>(8,872)</u>	One-Time
	(93,507)	


Fund:	General		Fund #:	001
Department:	Human Resources		Department #:	22
Cost Center	Human Resources		Cost Center #:	518.10 & 521.10

Description	2022 Actual	2023 Budget	2023 Estimate	2024 Budget	\$ Change 24-23 Estimate	% Change 24-23 Estimate	\$ Change 24-23 Budget	% Change 24-23 Budget
Human Resources								
Salaries	386,072	782,258	632,258	752,306	120,048	19%	(29,952)	-4%
Overtime	1,490	-	-	-	N/A	N/A	N/A	N/A
Benefits	128,930	243,609	193,609	241,822	48,213	25%	(1,787)	-1%
Supplies	1,288	12,300	12,300	8,995	(3,305)	-27%	(3,305)	-27%
Minor Equipment	330	300	300	300	-	0%	-	0%
Professional Services	144,956	162,000	162,000	81,000	(81,000)	-50%	(81,000)	-50%
Communications	2,577	1,550	1,550	1,550	-	0%	-	0%
Travel	1,346	1,000	1,000	670	(330)	-33%	(330)	-33%
Rental/Lease	1,632	4,200	4,200	4,200	-	0%	-	0%
Interfund Rental	27,410	37,083	36,284	87,310	51,026	141%	50,227	135%
Repair/Maintenance	8,157	8,380	8,380	8,380	-	0%	-	0%
Miscellaneous	49,176	26,886	26,886	18,014	(8,872)	-33%	(8,872)	-33%
	753,364	1,279,566	1,078,767	1,204,547	125,780	12%	(75,019)	-6%
Civil Service								
Professional Services	21,188	13,000	13,000	13,000	-	0%	-	0%
Miscellaneous	857	180	180	180	-	0%	-	0%
	22,045	13,180	13,180	13,180	-	0%	-	0%
Disaster Preparedness								
Supplies	-	1,000	1,000	731	(269)	-26.90%	(269)	-27%
Travel	-	500	500	480	(20)	-4%	(20)	-4%
Miscellaneous	-	3,500	3,500	3,500	-	0%	-	0%
	-	5,000	5,000	4,711	(289)	-6%	(289)	-6%
	775,409	1,297,746	1,096,947	1,222,438	125,491	11%	(75,308)	-6%

Fund:	General		Fund #:	001
Department:	Municipal Court		Department #:	23
Cost Center	Municipal Court		Cost Center #:	512.50 & 523.30



Position	Number of Full-Time Equivalent (FTE)					
	2019	2020	2021	2022	2023	2024
Court Administrator	1.0	1.0	1.0	1.0	1.0	1.0
Assistant Court Administrator	-	-	-	1.0	1.0	1.0
Lead Court Clerk	1.0	1.0	1.0	1.0	1.0	1.0
Court Clerk	4.0	3.0	3.0	4.0	4.0	4.0
Senior Probation Officer	-	-	-	-	1.0	1.0
Probation Officer	1.0	2.0	2.0	2.0	1.0	1.0
	7.0	7.0	7.0	9.0	9.0	9.0

Fund:	General		Fund #:	001
Department:	Municipal Court		Department #:	23
Cost Center	Municipal Court		Cost Center #:	512.50 & 523.30

Function

Any person who receives a parking infraction, traffic infraction, or criminal citation for a misdemeanor or gross misdemeanor interacts with Edmonds Municipal Court. Edmonds Municipal Court works every day to provide access to justice. The Court adjudicates all civil infractions of City ordinances as well as a limited number of civil matters. The Court holds hearings for arraignments, pretrial, confirmation, motions, jury trials, bench trials, sentencing, and sentence compliance review. Outside of court hours, the Presiding Judge reviews all bookings that occur on the weekend and reviews search warrants.

The administration of the Court is governed by General Rule 29. Administrative responsibilities of the Court include state crime system data, case-flow management procedures, safeguarding financial records, maintaining all documents filed with the Court, and implementing retention and public disclosure policies.

Budget Narrative

Edmonds Municipal Court is comprised of one elected judge, who also serves as the presiding judge under General Rule 29. The Court also currently has a Court Administrator, Assistant Court Administrator, two probation officers, one unfilled lead court clerk, and four court clerk positions.

Operation expenditures include, but are not limited to, court security, pretrial services monitoring, probation monitoring, required training for the Judge and court staff, interpreter costs for court hearings, office supply purchases, and the cost of renting and maintaining the copy machine.

2024 Budget Changes


Ongoing changes include an annual adjustment for technology services.
 Council deliberation changes include a reduction of the non-rep COLA from 4.6% to 4%.

2024 Decision Packages

DP # 1	Passport Expenditure Updates	18,500	Ongoing
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2024 Council Changes

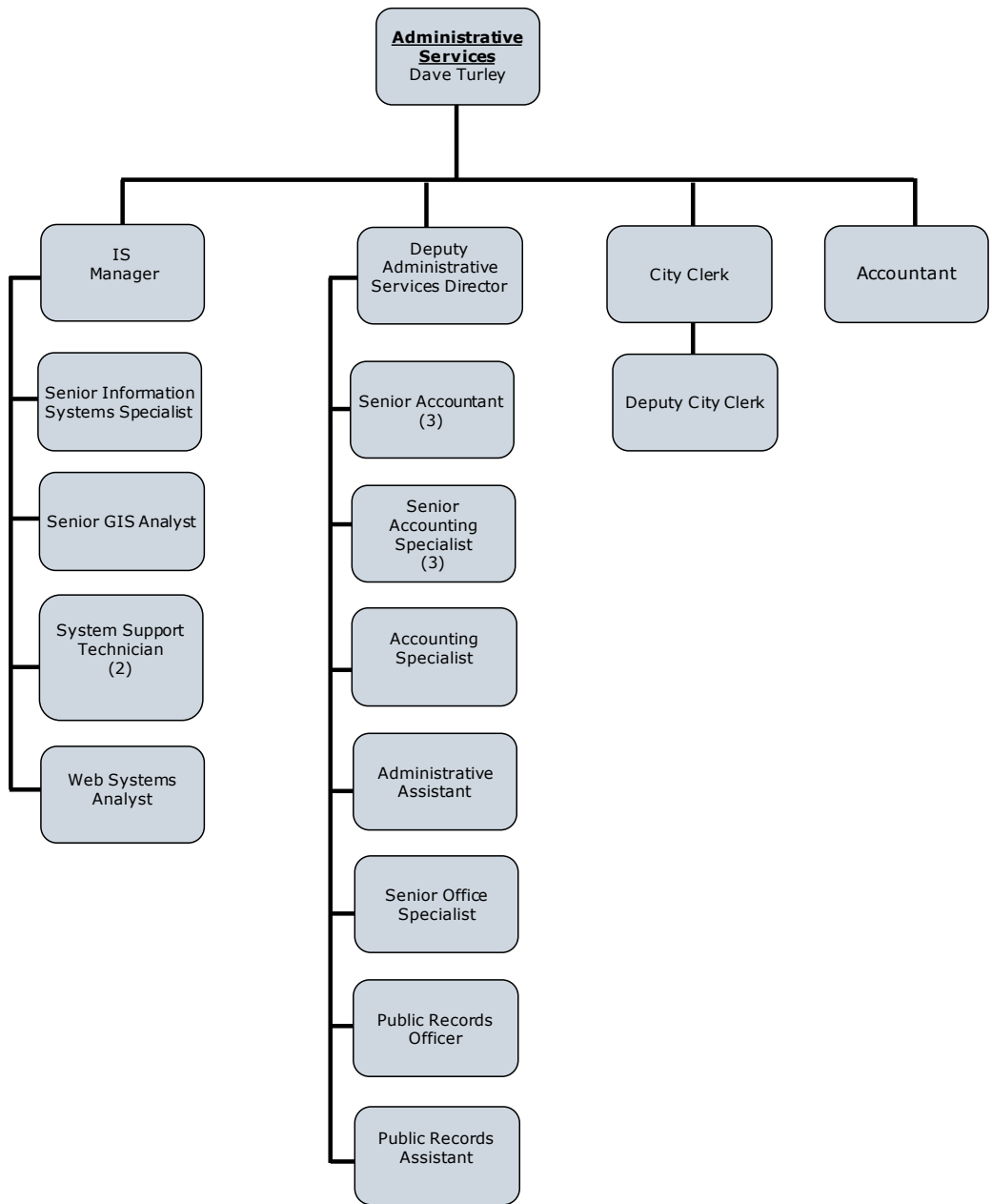
Reduce Department Travel Budgets	(5,000)	One-Time
Reduce Department Professional Services Budgets	<u>(2,750)</u>	One-Time
	(7,750)	


Fund:	General		Fund #:	001
Department:	Municipal Court		Department #:	23
Cost Center	Municipal Court		Cost Center #:	512.50 & 523.30

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Court								
Salaries	709,527	1,032,069	1,310,099	914,865	(395,234)	-30%	(117,204)	-11%
Overtime	10,055	500	500	500	-	0%	-	0%
Benefits	220,117	307,696	349,604	285,373	(64,231)	-18%	(22,323)	-7%
Supplies	7,426	17,048	5,600	5,600	-	0%	(11,448)	-67%
Minor Equipment	956	900	900	900	-	0%	-	0%
Professional Services	69,481	111,925	111,925	111,925	-	0%	-	0%
Communications	3,593	2,600	2,600	12,600	10,000	385%	10,000	385%
Travel	11,444	21,447	10,000	5,000	(5,000)	-50%	(16,447)	-77%
Rental/Lease	1,082	2,300	2,300	10,800	8,500	370%	8,500	370%
Interfund Rental	61,140	38,908	31,966	134,084	102,118	319%	95,176	245%
Repair/Maintenance	2,165	3,600	3,600	3,600	-	0%	-	0%
Miscellaneous	26,638	30,647	24,600	24,600	-	0%	(6,047)	-20%
Lease Payment	2,551	-	-	-	N/A	N/A	N/A	N/A
Equipment	10,313	-	-	-	N/A	N/A	N/A	N/A
	1,136,488	1,569,640	1,853,694	1,509,847	(343,847)	-19%	(59,793)	-4%

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Probation								
Salaries	170,790	201,871	208,871	221,860	12,989	6%	19,989	10%
Overtime	553	300	300	300	-	0%	-	0%
Benefits	45,608	38,068	59,468	64,089	4,621	8%	26,021	68%
Supplies	2,830	5,000	5,000	5,000	-	0%	-	0%
Minor Equipment	-	100	100	100	-	0%	-	0%
Professional Services	-	5,500	5,500	2,750	(2,750)	-50%	(2,750)	-50%
Communications	54	950	950	950	-	0%	-	0%
Travel	4,914	4,000	4,000	4,000	-	0%	-	0%
Rental/Lease	-	500	500	500	-	0%	-	0%
Repair/Maintenance	-	1,280	1,280	1,280	-	0%	-	0%
Miscellaneous	2,168	500	500	500	-	0%	-	0%
	226,917	258,069	286,469	301,329	14,860	5%	43,260	17%
	1,363,405	1,827,709	2,140,163	1,811,176	(328,987)	-15%	(16,533)	-1%

Fund:	General		Fund #:	001
Department:	Administrative Services		Department #:	31
Cost Center	Total Department		Cost Center #:	N/A




Fund:	General		Fund #:	001
Department:	Administrative Services		Department #:	31
Cost Center	Total Department		Cost Center #:	N/A

Position	Number of Full-Time Equivalent (FTE)					
	2019	2020	2021	2022	2023	2024
Administrative Services Director	-	-	-	1.0	1.0	1.0
Deputy Administrative Services Director	-	-	-	1.0	1.0	1.0
Finance Director	1.0	1.0	1.0	-	-	-
Assistant Finance Director	1.0	1.0	1.0	-	-	-
Senior Accountant	-	-	-	3.0	3.0	3.0
Accountant - Public Works & Utilities	3.0	3.0	3.0	1.0	1.0	1.0
Senior Accounting Specialist	-	-	-	3.0	3.0	3.0
Accounting Specialist	4.0	4.0	4.0	1.0	1.0	1.0
Administrative Assistant	-	-	-	1.0	1.0	1.0
Senior Office Specialist	-	-	-	1.0	1.0	1.0
Public Records Officer	-	-	-	1.0	1.0	1.0
Public Records Assistant	-	-	-	1.0	1.0	1.0
IS Manager	1.0	1.0	1.0	1.0	1.0	1.0
Senior Information Systems Specialist	-	-	-	1.0	1.0	1.0
Information Systems Specialist	1.0	1.0	1.0	-	-	-
Senior GIS Analyst	-	-	-	1.0	1.0	1.0
GIS Analyst	1.0	1.0	1.0	-	-	-
PC Support Technician	1.0	-	-	-	-	-
System Support Technician	-	1.0	1.0	2.0	2.0	2.0
Web Systems Analyst	-	1.0	1.0	1.0	1.0	1.0
City Clerk	-	-	-	1.0	1.0	1.0
Deputy City Clerk	-	-	-	1.0	1.0	1.0
	13.0	14.0	14.0	22.0	22.0	22.0



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Fund:	General		Fund #:	001
Department:	Administrative Services		Department #:	31
Cost Center	Finance		Cost Center #:	514.20 & 514.23

Function

The Administrative Services Director also serves as the City’s Chief Financial Officer and is dedicated to being responsive to the needs of our public and internal customers by providing them with timely and quality services in a positive, professional, and cooperative manner. The Financial Services Division fulfills all accounting/treasury functions, which include budgeting, financial reporting, payroll, accounts payable, accounts receivable, financial audit management, investing, and utility billing. This office also issues all business and specialty licensing and parking permits, provides access to public records, and provides city hall receptionist services, citywide mail/postage services, photocopy services, and purchasing services.

Budget Narrative

The Salary and Benefit budget includes the Administrative Services Director, a Deputy Administrative Services Director, three Senior Accountants, three Senior Accounting Specialists, an Accounting Specialist, an Administrative Assistant, a Senior Office Specialist, a Public Records Officer, a Public Records Assistant and a Public Works Accountant.


2024 Budget Changes

Ongoing changes include an annual adjustment for technology services.
 Council deliberation changes include a reduction of the non-rep COLA from 4.6% to 4%.

2024 Council Changes

Reduce Department Supply Budgets	(735)	One-Time
Reduce Department Travel Budgets	(1,400)	One-Time
Reduce Department Miscellaneous Budgets	<u>(2,250)</u>	One-Time
	(4,385)	

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Salaries	763,558	1,348,930	1,348,930	1,637,013	288,083	21%	288,083	21%
Overtime	8,976	4,500	4,500	4,500	-	0%	-	0%
Benefits	226,886	382,677	382,677	451,690	69,013	18%	69,013	18%
Supplies	2,672	7,350	7,350	6,615	(735)	-10%	(735)	-10%
Minor Equipment	1,757	2,650	2,650	2,650	-	0%	-	0%
Professional Services	(4,224)	69,300	69,300	9,300	(60,000)	-87%	(60,000)	-87%
Communications	14,401	2,000	2,000	2,000	-	0%	-	0%
Travel	1,821	5,600	5,600	4,200	(1,400)	-25%	(1,400)	-25%
Rental/Lease	4,009	3,300	3,300	3,300	-	0%	-	0%
Interfund Rental	45,870	84,701	82,798	165,713	82,915	100%	81,012	96%
Repair/Maintenance	61,977	44,810	44,810	44,810	-	0%	-	0%
Miscellaneous	6,334	9,000	9,000	6,750	(2,250)	-25%	(2,250)	-25%
Lease Payment	14,495	-	-	-	N/A	N/A	N/A	N/A
Machinery/Equipment	59,401	-	-	-	N/A	N/A	N/A	N/A
	1,207,933	1,964,818	1,962,915	2,338,541	375,626	19%	373,723	19%

Fund:	General		Fund #:	001
Department:	Administrative Services		Department #:	31
Cost Center	City Clerk		Cost Center #:	514.30

Function

The City Clerk’s office maintains and tracks all official city records, fulfills all legal requirements of recording, posting, publicizing and filing documents and administers all ordinances and resolutions. This office schedules and coordinates City Council weekly agendas, packets, and minutes preparation.

Budget Narrative


Salaries and Benefits	Includes the City Clerk and Deputy City Clerk.
Supplies	Printing application forms, permits, licenses, letterhead/envelopes; minute books; paper; Council meeting public hearing notice signs; and general office supplies.
Professional services	City Code codification services; minute-taking services; microfilming of essential records; destruction of records/shredding services; off-site records storage fees; emergency temp help.
Communications	Citywide postage; bulk mail account; cell phone/iPad fees for City Clerk.
Travel	Travel associated with recording documents at the Snohomish County Auditor’s Office; travel and meals associated with professional meetings/training.
Advertising	Publish required legal ads of Council notices and ordinances.
Rental/lease	Citywide mailing equipment and copier.
Repair/maintenance	Annual software maintenance fees for Clerk’s Index, Eden business licensing, meeting streaming software, records request software, hosting City Code on MRSC website; Laser fiche document management; repair of office equipment.
Miscellaneous	County Auditor recording fees, professional organization membership fees; required certification training fees; and statewide professional conference fees.

2024 Budget Changes


Ongoing changes include an annual adjustment for technology services.
 Council deliberation changes include a reduction of the non-rep COLA from 4.6% to 4%.

2024 Council Changes

Reduce Department Supply Budgets	(300)	One-Time
Reduce Department Miscellaneous Budgets	(2,000)	One-Time
	<u>(2,300)</u>	

Fund:	General		Fund #:	001
Department:	Administrative Services		Department #:	31
Cost Center	City Clerk		Cost Center #:	514.30

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Salaries	206,217	248,464	248,464	245,378	(3,086)	-1%	(3,086)	-1%
Overtime	297	-	-	-	N/A	N/A	N/A	N/A
Benefits	73,279	83,026	83,026	88,011	4,985	6%	4,985	6%
Supplies	2,470	3,000	3,000	2,700	(300)	-10%	(300)	-10%
Minor Equipment	319	-	-	-	N/A	N/A	N/A	N/A
Professional Services	53,542	48,230	48,230	35,770	(12,460)	-26%	(12,460)	-26%
Communications	8,788	33,000	33,000	33,000	-	0%	-	0%
Travel	1,311	1,500	1,500	1,500	-	0%	-	0%
Rental/Lease	2,260	16,000	16,000	16,000	-	0%	-	0%
Interfund Rental	46,000	76,582	73,081	38,503	(34,578)	-47%	(38,079)	-50%
Repair/Maintenance	11,271	20,050	20,050	20,050	-	0%	-	0%
Miscellaneous	5,719	8,000	8,000	6,000	(2,000)	-25%	(2,000)	-25%
	411,473	537,852	534,351	486,912	(47,439)	-9%	(50,940)	-9%

Fund:	General		Fund #:	001
Department:	Administrative Services		Department #:	39
Cost Center	Non-Departmental		Cost Center #:	Various

Function

The Non-Departmental division is used to segregate costs not directly identifiable to a unique department and that are either required by law or are a service which is beneficial to all citizens.

Budget Narrative

The schedule of budget expenditures on the following page provides significant detail as to the nature of the expenditures from this cost center.

The fire services contract with South County Fire is the largest expenditure included in this budget. Miscellaneous Memberships include dues to the following organizations: Association of Washington Cities, Puget Sound Regional Council, Snohomish County Tomorrow, Edmonds Chamber of Commerce, and the South County Chamber of Commerce.

2024 Budget Changes


Ongoing changes include an annual adjustment for the debt service allocation and WCIA insurance rates.

2024 Decision Packages


DP # 2	Pretrial Monitoring	20,000	Ongoing
DP # 3	Increase Transfer to Medical Ins. Reserve (009)	<u>25,000</u>	Ongoing
		45,000	

2024 Council Changes

\$6.25M Fire Services Contract Funded by ARPA	(6,250,000)	One-Time
Reduce Prisoner Care Budget	(375,000)	One-Time
Reduce ECA Support by 50%	(25,000)	One-Time
Reduce Interfund Transfer to Sister City	<u>(5,000)</u>	One-Time
	(6,655,000)	

Fund:	General		Fund #:	001
Department:	Administrative Services		Department #:	39
Cost Center	Non-Departmental		Cost Center #:	Various

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Miscellaneous Memberships	80,368	80,344	80,344	85,000	4,656	6%	4,656	6%
Professional Services	31,436	-	-	-	N/A	N/A	N/A	N/A
State Auditor Fees	104,105	33,940	33,940	36,000	2,060	6%	2,060	6%
Excise Taxes	29,191	16,500	16,500	30,000	13,500	82%	13,500	82%
Election Costs	(3,291)	20,000	20,000	30,000	10,000	50%	10,000	50%
Voter Registration	49,772	70,000	70,000	70,000	-	0%	-	0%
Public Defender	489,483	390,000	390,000	500,000	110,000	28%	110,000	28%
Pension & Other Benefits	5,515	25,000	25,000	6,000	(19,000)	-76%	(19,000)	-76%
Premium Benefits	15,117	14,560	14,560	16,000	1,440	10%	1,440	10%
Reimbursement Benefits	4,531	10,000	10,000	6,000	(4,000)	-40%	(4,000)	-40%
Pension & Other Benefits	86,137	165,023	165,023	141,668	(23,355)	-14%	(23,355)	-14%
Professional Services	-	1,200	1,200	1,200	-	0%	-	0%
Salaries	-	101,750	101,750	100,000	(1,750)	-2%	(1,750)	-2%
Unemployment Compensation	25,162	25,000	25,000	25,000	-	0%	-	0%
Salary and Benefit Contra Account	-	-	-	(3,200,000)	(3,200,000)	N/A	(3,200,000)	N/A
Miscellaneous	30,956	-	-	30,000	30,000	N/A	30,000	N/A
Community Relief Funds	-	1,361,011	-	-	N/A	N/A	(1,361,011)	-100%
Professional Services	59,387	-	-	-	N/A	N/A	N/A	N/A
Liability & Property Ins.	503,160	625,650	625,650	883,686	258,036	41%	258,036	41%
Professional Services	1,400	-	-	2,500	2,500	N/A	2,500	N/A
Fire District Contract	9,158,350	11,571,514	10,071,514	5,321,514	(4,750,000)	-47%	(6,250,000)	-54%
Interfund Rental - IT	9,660	10,225	9,982	2,732	(7,250)	-73%	(7,493)	-73%
Ambulance Fees	69,246	64,000	64,000	64,000	-	0%	-	0%
Prisoner Care Supplies	-	5,000	5,000	5,000	-	0%	-	0%
Prisoner Care Professional Services	-	7,350	7,350	7,350	-	0%	-	0%
Prisoner Care Intergovernmental	299,578	990,000	990,000	500,000	(490,000)	-49%	(490,000)	-49%
ESCA/ SERS	58,790	56,358	56,358	60,000	3,642	6%	3,642	6%
Snocom/New World	916,690	1,001,937	1,001,937	1,000,000	(1,937)	0%	(1,937)	0%
Rental/Lease	-	5,000	5,000	5,000	-	0%	-	0%
P S Clean Air Agency	38,311	36,210	36,210	44,000	7,790	22%	7,790	22%
Edmonds Stream Team	4,249	5,000	5,000	5,000	-	0%	-	0%
Intergovernmental Services	-	20,445	20,445	20,445	-	0%	-	0%
Homeless Services	942	-	-	-	N/A	N/A	N/A	N/A
Alcoholism Intergovtl Svc	12,734	10,000	10,000	13,000	3,000	30%	3,000	30%
Senior Center	25,000	50,000	50,000	50,000	-	0%	-	0%
ECA Contingency Reserve	50,000	50,000	50,000	25,000	(25,000)	-50%	(25,000)	-50%
Intergovernmental Services	28	-	-	-	N/A	N/A	N/A	N/A
2021 Ltgo(A) Principal	125,000	135,000	135,000	140,000	5,000	4%	5,000	4%
Chase Ltgo Bond Principal	55,164	56,620	56,620	57,120	500	1%	500	1%
2021 Ltgo(A) Interest	136,824	127,600	127,600	120,850	(6,750)	-5%	(6,750)	-5%
Chase Ltgo Bond - Interest	4,788	3,870	3,870	2,930	(940)	-24%	(940)	-24%
Otr Interest And Debt Service Costs	212	500	500	500	-	0%	-	0%
Transfers to Other Funds	200,000	-	-	-	N/A	N/A	N/A	N/A
Transfer To Fund 009	225,000	225,000	225,000	250,000	25,000	11%	25,000	11%
Transfer To Fund 012	-	447,522	447,522	-	(447,522)	-100%	(447,522)	-100%
Transfer to Fund 130	40,000	-	-	-	N/A	N/A	N/A	N/A
Transfer To Fund 111	400,000	425,000	425,000	400,000	(25,000)	-6%	(25,000)	-6%
Transfer To Fund 112	430,062	31,460	31,460	-	(31,460)	-100%	(31,460)	-100%
Transfer To Fund 511	-	298,758	208,000	-	(208,000)	-100%	(298,758)	-100%
Transfer To Fund 138	5,000	5,000	5,000	-	(5,000)	-100%	(5,000)	-100%
Transfer To Fund 117	15,000	-	-	-	N/A	N/A	N/A	N/A
Total	13,793,057	18,579,347	15,627,335	6,857,495	(8,769,840)	-56%	(11,721,852)	-63%

Fund:	LEOFF Medical Insurance Reserve		Fund #:	009
Department:	Administrative Services		Department #:	39
Cost Center	LEOFF Medical Insurance Reserve		Cost Center #:	N/A


Function

This fund was created in 1995 to establish reserves to cover the long-term health care and other related obligations of LEOFF I retirees, and is funded by transfers from the General Fund.

Budget Narrative

Contributions from the General Fund are sufficient to assure that its pension and benefit obligation is adequately funded on a pay-as-you-go basis.

Description	2022 Actual	2023 Budget	2023 Estimate	2024 Budget	\$ Change 24-23 Estimate	% Change 24-23 Estimate	\$ Change 24-23 Budget	% Change 24-23 Budget
Beginning Balance	255,218	216,864	216,864	130,224	(86,640)	-40%	(86,640)	-40%
<u>Revenue</u>								
Interfund Transfer I	225,000	225,000	225,000	250,000	25,000	11%	25,000	11%
Total Revenue	225,000	225,000	225,000	250,000	25,000	11%	25,000	11%
<u>Expenditure</u>								
Medical Benefits	151,574	206,650	158,650	206,650	48,000	30%	-	0%
Long Term Care Ben	97,591	152,990	152,990	152,990	-	0%	-	0%
Professional Servi	13,704	7,000	-	7,000	7,000	N/A	-	0%
Miscellaneous	485	500	-	500	500	N/A	-	0%
Total Expenditure	263,354	367,140	311,640	367,140	55,500	18%	-	0%
Ending Balance	216,864	74,724	130,224	13,084	(117,140)	-90%	(61,640)	-82%


Fund:	Contingency Reserve Fund		Fund #:	012
Department:	Administrative Services		Department #:	39
Cost Center	Contingency Reserve Fund		Cost Center #:	N/A

Function

2019 Council Resolution No. 1433 established the City’s Fund Balance Reserve Policy.

This Policy defined funding levels for a committed Fund Balance Reserve to be called the Contingent Reserve Fund. The primary purpose of the reserve is for meeting emergencies of the City and, secondarily, if the General Fund Operating Reserve have been exhausted, the Contingent Reserve Fund can be use in times of economic uncertainties, and for unanticipated expenses or revenue shortfalls. The target balance of the Reserve shall not exceed the limitations set forth by RCW 35A.33.145, which sets the statutory maximum at \$0.375 per \$1,000 of assessed valuation. At the City’s current AV the maximum balance in this fund cannot exceed approximately \$4.7 million. When combined with the General Fund Operating Reserve, the two fund balance reserves shall not exceed 20% of the General Fund’s Adopted Annual Operating Expenditure Budget. In other words, if the General Fund Operating Reserve balance equals 16% of the operating budget, then the Contingent Reserve Fund balance cannot exceed 4% of the operating budget. Expenditures from this fund would require a simple majority vote of Council with a statement declaring the reason for their use.


Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Beginning Balance	1,782,150	1,782,150	1,782,150	2,228,672	446,522	25%	446,522	25%
<u>Revenue</u>								
Interfund Transfer	-	447,522	446,522	-	(446,522)	-100%	(447,522)	-100%
Total Revenue	-	447,522	446,522	-	(446,522)	-100%	(447,522)	-100%
<u>Expenditures</u>								
Total Expenditures	-	-	-	-	N/A	N/A	N/A	N/A
Ending Balance	1,782,150	2,229,672	2,228,672	2,228,672	-	0%	(1,000)	0%

Fund:	Edmonds Homelessness Response Fund		Fund #:	018
Department:	Administrative Services		Department #:	39
Cost Center	Total Fund		Cost Center #:	N/A

Function

The Edmonds Homelessness Response Fund (018) was established through Ordinance No. 4104 effective April 6, 2018. The fund was established to provide moneys with which to alleviate the problem of homelessness in Edmonds and the surrounding area.


Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Beginning Balance	-	200,000	200,000	200,000	-	0%	-	0%
<u>Revenue</u>								
Transfer In	200,000	-	-	-	N/A	N/A	N/A	N/A
Total Revenue	200,000	-	-	-	N/A	N/A	N/A	N/A
<u>Expenditure</u>								
Total Expenditure	-	-	-	-	N/A	N/A	N/A	N/A
Ending Balance	200,000	200,000	200,000	200,000	-	0%	-	0%

Fund:	Edmonds Opioid Response Fund		Fund #:	019
Department:	Administrative Services		Department #:	39
Cost Center	Total Fund		Cost Center #:	N/A

Function

The Edmonds Opioid Response Fund (019) was established through Ordinance No. 4105 effective April 6, 2018. The fund was established to provide moneys with which to alleviate the problem of opioid addiction in Edmonds and the surrounding area.


Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Beginning Balance	-	49,007	49,007	60,000	10,993	22%	10,993	22%
<u>Revenue</u>								
Settlements	49,007	-	10,993	50,000	39,007	355%	50,000	N/A
Total Revenue	49,007	-	10,993	50,000	39,007	355%	50,000	N/A
<u>Expenditure</u>								
Total Expenditure	-	-	-	-	N/A	N/A	N/A	N/A
Ending Balance	49,007	49,007	60,000	110,000	50,000	83%	60,993	124%

Fund:	Employee Parking Permit		Fund #:	121
Department:	Administrative Services		Department #:	25
Cost Center	Employee Parking Permit		Cost Center #:	N/A

Function

This fund was established by Ordinance No. 3079. All permit fees received by the City for City of Edmonds employee parking permits, downtown business employee parking permits, and parking permits for downtown residents are deposited in this fund and used for the administration of the program.

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Beginning Balance	76,525	75,032	75,032	87,112	12,080	16%	12,080	16%
<u>Revenue</u>								
Employee Parking P	25,625	36,000	36,000	36,000	-	0%	-	0%
Investment Interest	(1,288)	2,960	2,960	2,900	(60)	-2%	(60)	-2%
Total Revenue	24,337	38,960	38,960	38,900	(60)	0%	(60)	0%
<u>Expenditures</u>								
Supplies	740	1,790	1,790	1,790	-	0%	-	0%
Professional Service	25,090	25,090	25,090	25,090	-	0%	-	0%
Total Expenditures	25,830	26,880	26,880	26,880	-	0%	-	0%
Ending Balance	75,032	87,112	87,112	99,132	12,020	14%	12,020	14%

Fund:	Edmonds Rescue Plan Fund		Fund #:	142
Department:	Administrative Services		Department #:	39
Cost Center	Edmonds Rescue Plan Fund		Cost Center #:	N/A

Function

In July 2021 the City Council approved Ordinance 4229 creating the Edmonds Rescue Plan Fund for the administration of Federal ARPA funds, received in two equal disbursements in June 2021 and the second one year later, and authorizes expenditure of those funds in six accounts: City expenditures; household support; business support; nonprofit organization support; job retraining programs; and city green infrastructure.


2024 Decision Packages

DP # 13 Edmonds Rescue Plan Fund - Household Support 300,000 One-Time

2024 Council Changes

\$6.25M Fire Services Contract Funded by ARPA 6,250,000 One-Time
6,250,000

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Beginning Balance	44,889	64,588	64,588	64,588	-	0%	-	0%
Revenue								
Coronavirus Relief Fund	1,027,076	1,879,000	1,669,000	6,550,000	4,881,000	292%	4,671,000	249%
Miscellaneous Revenue	19,700	-	-	-	N/A	N/A	N/A	N/A
Total Revenues	1,046,776	1,879,000	1,669,000	6,550,000	4,881,000	292%	4,671,000	249%
Expenditures								
Professional Services	1,027,077	1,879,000	1,669,000	6,550,000	4,881,000	292%	4,671,000	249%
Total Expenditures	1,027,077	1,879,000	1,669,000	6,550,000	4,881,000	292%	4,671,000	249%
Ending Balance	64,588	64,588	64,588	64,588	-	0%	-	0%

Fund:	LTGO Debt Service		Fund #:	231
Department:	Administrative Services		Department #:	31
Cost Center	LTGO Debt Service		Cost Center #:	N/A

Function

Debt Service Funds are used to account for the accumulation of resources for, and payment of, general long-term debt principal, interest, and other related costs. The LTGO Debt Service Fund (231) provides debt service accounting for various loan and bond payments.


2024 Budget Changes

Ongoing changes include an annual adjustment for the debt service allocation.

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Beginning Balance	-	-	-	-	N/A	N/A	N/A	N/A
<u>Revenue</u>								
Other Misc Revenue	170,911	166,920	166,920	169,720	2,800	2%	2,800	0
Transfer In From 12	140,275	142,880	142,880	140,700	(2,180)	-2%	(2,180)	(0)
Total Revenues	311,186	309,800	309,800	310,420	620	0%	620	0
<u>Expenditure</u>								
Bond Principal	230,000	235,000	235,000	240,000	5,000	2%	5,000	0
Bond Interest	81,186	74,800	74,800	70,420	(4,380)	-6%	(4,380)	(0)
Total Expenditures	311,186	309,800	309,800	310,420	620	0%	620	0
Ending Balance	-	-	-	-	N/A	N/A	N/A	N/A



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Fund:	Technology Rental Fund		Fund #:	512
Department:	Administrative Services		Department #:	31
Cost Center	Technology Rental Fund		Cost Center #:	N/A

Function

The Technology Rental Fund accrues equipment replacement costs and allocates Information Technology costs back to departments.

Budget Narrative

Salaries and Benefits	Includes funding for the Information Services Manager, Information Systems Specialist, GIS Analyst, System Support Technician, and a Web Systems Analyst.
Supplies	Covers software acquisition, licenses, upgrades, and updates to stay current with technology.
Small Equipment	Support of the installed base of mobile, desktop, laptop, workstation, server, storage, network, and telecom infrastructure.
Professional Services	Consulting fees for specific design, installation, configuration and operation of technology that is outside the scope of current Information Services capabilities.
Repair/Maintenance	Fees paid for maintenance of software and hardware assets.

2024 Budget Changes


Ongoing changes include an annual adjustment for the interfund rental rates.
 Council deliberation changes include a reduction of the non-rep COLA from 4.6% to 4%.

2024 Decision Packages


DP # 4	Weblink additional connection licenses	15,000	Ongoing
DP # 5	Technology Security Monitoring	2,500	Ongoing
DP # 6	replacement systems including desktops, laptops	102,500	One-Time
DP # 19	Public Works Records Administrator	4,000	Ongoing
		<u>124,000</u>	

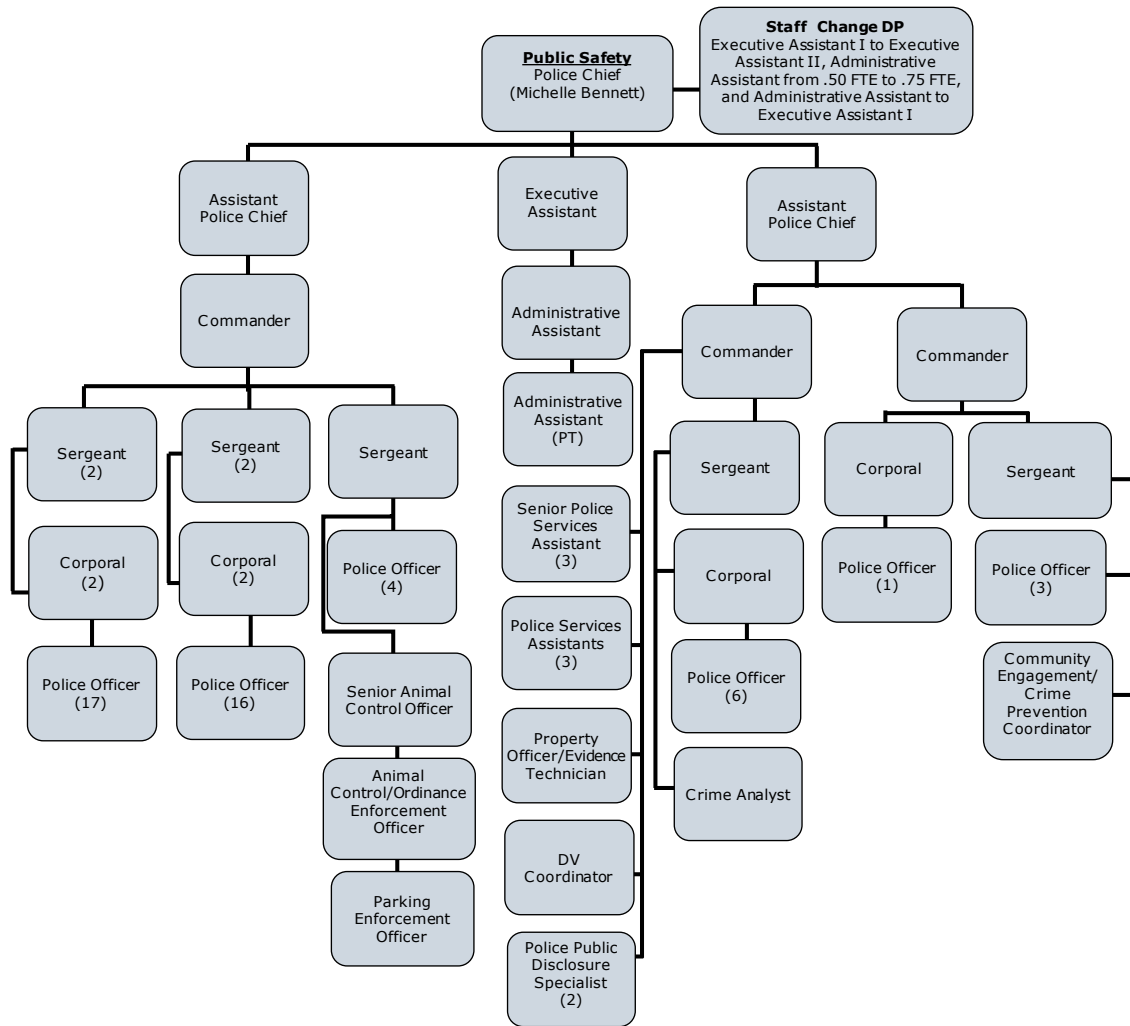
2024 Council Changes


Reduce Tech Component of Grant Specialist	<u>(3,000)</u>	One-Time
	(3,000)	

Fund:	Technology Rental Fund		Fund #:	512
Department:	Administrative Services		Department #:	31
Cost Center	Technology Rental Fund		Cost Center #:	N/A


Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Beginning Balance	1,079,042	962,502	962,502	502,010	(460,492)	-48%	(460,492)	-48%
<u>Revenue</u>								
Grants	144,894	102,822	102,822	-	(102,822)	-100%	(102,822)	-100%
IT Services	1,120,470	1,503,719	1,337,642	2,157,264	819,622	61%	653,545	43%
Fiber Services	18,363	16,400	16,400	16,400	-	0%	-	0%
Investment Interest	(11,850)	24,330	24,330	-	(24,330)	-100%	(24,330)	-100%
Miscellaneous Revenu	1,257	-	-	-	N/A	N/A	N/A	N/A
Total Revenue	1,273,134	1,647,271	1,481,194	2,173,664	692,470	47%	526,393	32%
<u>Expenditures</u>								
Depreciation	78,764	-	-	-	N/A	N/A	N/A	N/A
Salaries and Wages	406,476	657,771	657,771	654,329	(3,442)	-1%	(3,442)	-1%
Overtime	1,286	2,000	2,000	2,000	-	0%	-	0%
Benefits	92,286	191,954	191,954	226,298	34,344	18%	34,344	18%
Supplies	8,996	5,000	5,000	5,000	-	0%	-	0%
Small Equipment	133,891	181,800	181,800	220,300	38,500	21%	38,500	21%
Professional Services	45,505	61,860	61,860	61,860	-	0%	-	0%
Communications	67,135	58,770	58,770	58,770	-	0%	-	0%
Travel	296	1,500	1,500	1,500	-	0%	-	0%
Rental Lease	-	3,000	3,000	3,000	-	0%	-	0%
Interfund Rental	4,460	1,640	1,640	2,190	550	34%	550	34%
Repairs and Maintena	546,651	666,729	664,791	664,229	(562)	0%	(2,500)	0%
Miscellaneous	3,929	55,600	55,600	55,600	-	0%	-	0%
Equipment	-	134,836	56,000	56,000	-	0%	(78,836)	-58%
Total Expenditures	1,389,675	2,022,460	1,941,686	2,011,076	69,390	4%	(11,384)	-1%
Ending Balance	962,501	587,313	502,010	664,598	162,588	32%	77,285	13%

Fund:	General		Fund #:	001
Department:	Police		Department #:	41
Cost Center	Total Department		Cost Center #:	N/A



Fund:	General		Fund #:	001
Department:	Police		Department #:	41
Cost Center	Total Department		Cost Center #:	N/A

Position	Number of Full-Time Equivalent (FTE)					
	2019	2020	2021	2022	2023	2024
Police Chief	1.0	1.0	1.0	1.0	1.0	1.0
Assistant Police Chief	2.0	2.0	2.0	1.0	1.0	2.0
Executive Assistant Confidential II	-	-	-	-	-	1.0
Executive Assistant Confidential I	1.0	1.0	1.0	1.0	1.0	1.0
Commander	-	-	-	3.0	3.0	3.0
Sergeant	9.0	9.0	9.0	8.0	8.0	7.0
Corporal	6.0	6.0	6.0	6.0	6.0	6.0
Police Officer	41.0	41.0	41.0	40.0	47.0	47.0
Crime Analyst	-	-	-	-	1.0	1.0
Senior Animal Control Officer	1.0	1.0	1.0	1.0	1.0	1.0
Animal Control/Ordinance Enforcement Officer	1.0	1.0	1.0	1.0	1.0	1.0
Parking Enforcement Officer	0.8	0.8	0.8	1.0	1.0	1.0
Senior Police Services Assistant	-	-	-	3.0	3.0	3.0
Police Services Assistant	6.0	6.0	6.0	3.0	3.0	3.0
Property Officer/Evidence Technician	1.0	1.0	1.0	1.0	1.0	1.0
DV Coordinator	0.5	0.5	0.5	1.0	1.0	1.0
Administrative Assistant	0.5	0.5	0.5	0.5	1.5	0.8
Police Public Disclosure Specialist	-	-	-	2.0	2.0	2.0
Community Engagement/Crime Prevention Coordinator	-	-	-	1.0	1.0	1.0
	70.8	70.8	70.8	74.5	83.5	83.8

Fund:	General		Fund #:	001
Department:	Police		Department #:	41
Cost Center	Total Department		Cost Center #:	N/A

Mission

The mission of the Edmonds Police Department is:

We place service above self, with an unwavering and unbiased commitment to public safety, improving the quality of life for our community.

Core Values

The Edmonds Police are committed to the following core values:

- *Service*
- *Integrity*
- *Respect*
- *Stewardship*

Vision

We Are:

- Committed to reducing crime and enhancing public safety and security.
- Dedicated to earning and maintaining the respect and confidence entrusted to us.

We Will:


- *Treat all people with dignity and respect.*
- Empower our employees to reach their maximum potential by providing them with knowledge, training, and mentorship opportunities.

We Strive:

- Through innovation, to adapt and evolve so that we may provide state of the art law enforcement services.
- To exercise our authority with unparalleled professionalism and humility.


Purpose

Enforce local and state laws and keep residents and the community safe from violence and crime.

Fund:	General		Fund #:	001
Department:	Police		Department #:	41
Cost Center	Total Department		Cost Center #:	N/A

Program	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Administration	1,527,113	2,106,116	2,748,630	3,020,451	271,821	10%	914,335	43%
Records Management	795,148	872,113	862,113	1,159,663	297,550	35%	287,550	33%
Investigation	1,491,239	1,797,119	1,787,119	2,135,922	348,803	20%	338,803	19%
Patrol	7,296,801	8,003,730	7,072,736	8,407,843	1,335,107	19%	404,113	5%
Special Operations	47,505	26,350	26,350	21,952	(4,398)	-17%	(4,398)	-17%
K-9 Unit	246,420	277,254	272,254	287,973	15,719	6%	10,719	4%
Crime Prevention	171,155	357,369	222,768	384,715	161,947	73%	27,346	8%
Training	533,794	412,262	408,262	514,112	105,850	26%	101,850	25%
Ordinance Enforcemen	248,177	352,498	352,498	442,175	89,677	25%	89,677	25%
Traffic	1,063,961	493,687	437,687	967,870	530,183	121%	474,183	96%
Property Management	135,131	141,015	141,015	135,864	(5,151)	-4%	(5,151)	-4%
	13,556,444	14,839,513	14,331,432	17,478,540	3,147,108	22%	2,639,027	18%

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Salaries	7,067,485	8,460,479	7,932,079	10,179,501	2,247,422	28%	1,719,022	20%
Overtime	993,982	612,280	872,280	612,280	(260,000)	-30%	-	0%
Holiday Buyback	233,491	294,001	244,001	294,001	50,000	20%	-	0%
Benefits	2,746,714	3,167,402	3,049,207	3,693,674	644,467	21%	526,272	17%
Uniforms	96,025	113,226	113,226	106,226	(7,000)	-6%	(7,000)	-6%
Supplies	127,929	168,500	168,500	151,985	(16,515)	-10%	(16,515)	-10%
Small Equipment	319,754	174,441	174,441	124,441	(50,000)	-29%	(50,000)	-29%
Professional Services	200,006	320,473	320,473	160,236	(160,237)	-50%	(160,237)	-50%
Communications	54,173	39,000	39,000	39,000	-	0%	-	0%
Travel	27,155	29,310	29,310	21,982	(7,328)	-25%	(7,328)	-25%
Rental/Lease	95,975	105,860	105,860	131,030	25,170	24%	25,170	24%
Interfund Rental	805,570	1,215,511	1,194,025	1,592,828	398,803	33%	377,317	31%
Repair/Maintenance	14,831	16,180	16,180	16,180	-	0%	-	0%
Miscellaneous	106,749	72,850	72,850	55,176	(17,674)	-24%	(17,674)	-24%
Equipment	660,081	-	-	-	N/A	N/A	N/A	N/A
Lease Payment	6,524	50,000	-	300,000	300,000	N/A	250,000	500%
	13,556,444	14,839,513	14,331,432	17,478,540	3,147,108	22%	2,639,027	18%

Fund:	General		Fund #:	001
Department:	Police		Department #:	41
Cost Center	Administration		Cost Center #:	521.10

Function

Leadership and management of the Police Department and its functions. Professional Standards conducts background investigations and internal affairs investigations, maintains accreditation files.

Budget Narrative


Salary and Benefits	Chief of Police, Assistant Police Chiefs, Commanders, and administrative staff.
Uniforms	\$900 uniform allowance for each commissioned employee and miscellaneous uniform costs.
Supplies	Paper, printing letterhead and business cards, citizen and employee awards, and office supplies for department.
Small Equipment	Computer accessories, replacement of broken furniture.
Professional Services	Medical and psychological fit-for-duty exams; pre-hire polygraphs, credit checks and medical/psychological exams; accreditation fees; chaplain fees; shredding service; transcription for internal affairs investigations.
Communications	Shipping for evidence, documents and equipment. Fees associated with all department cellular phones, iPads, and computer air cards.
Travel	Attendance at Snohomish County Sheriff and Police Chief Association meetings.
Advertising	Unclaimed property/surplus property sales.
Rental/Lease	Copier leases and per copy charges.
Interfund Rental	Covers rental and maintenance/fuel for vehicles for the Chief, Assistant Chiefs, and Commanders.
Repair/Maintenance	Repair and maintenance of building security system, office equipment and furniture.
Miscellaneous	Credit card merchant fees, and WASPC, IACP and FBINAA memberships.

2024 Budget Changes


Ongoing changes include an annual adjustment for technology services and interfund rental rates. Council deliberation changes include a salary adjustment for the reduction of the non-rep COLA from 4.6% to 4%, along with administrative staff salary changes.

2024 Council Changes

Reduce PD Administration Uniform Allowance	(7,000)	One-Time
Reduce Department Supply Budgets	(1,300)	One-Time
Reduce Department Professional Services Budgets	(16,640)	One-Time
Reduce Department Travel Budgets	(45)	One-Time
Reduce Department Miscellaneous Budgets	(1,287)	One-Time
Reduce Department Miscellaneous (Short-Term Housing)	(135)	One-Time
	<u>(26,407)</u>	

Fund:	General		Fund #:	001
Department:	Police		Department #:	41
Cost Center	Administration		Cost Center #:	521.10 & 565.50

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Salaries	696,091	1,096,113	1,498,713	1,683,756	185,043	12%	587,643	54%
Overtime	15,767	59,280	59,280	59,280	-	0%	-	0%
Holiday Buyback	10,463	6,017	10,017	6,017	(4,000)	-40%	-	0%
Benefits	219,472	351,365	608,765	558,417	(50,348)	-8%	207,052	59%
Uniforms	12,570	13,900	13,900	6,900	(7,000)	-50%	(7,000)	-50%
Supplies	20,889	13,000	13,000	11,700	(1,300)	-10%	(1,300)	-10%
Minor Equipment	11,159	2,500	2,500	2,500	-	0%	-	0%
Professional Services	89,264	33,280	33,280	16,640	(16,640)	-50%	(16,640)	-50%
Communications	54,173	37,000	37,000	37,000	-	0%	-	0%
Travel	2,718	180	180	135	(45)	-25%	(45)	-25%
Rental/Lease	5,225	15,000	15,000	15,000	-	0%	-	0%
Interfund Rental	366,360	472,291	450,805	618,338	167,533	37%	146,047	31%
Repair/Maintenance	4,475	500	500	500	-	0%	-	0%
Miscellaneous	18,487	5,150	5,150	3,863	(1,287)	-25%	(1,287)	-25%
Short-term DV Housing	-	540	540	405	(135)	-25%	(135)	-25%
	1,527,113	2,106,116	2,748,630	3,020,451	271,821	10%	914,335	43%

Fund:	General		Fund #:	001
Department:	Police		Department #:	41
Cost Center	Records Management		Cost Center #:	521.11

Function

Provide all records management for the Police Department and is responsible for incoming telephone calls from the public as well as assisting citizens at the front counter.

Budget Narrative

Salary and Benefits	One Commander, Police Services Assistants and Public Disclosure Specialists.
Uniforms	Repair/replacement of uniforms lost or damaged on the job or no longer serviceable, per the Edmonds Police Officers Association collective bargaining agreement. \$900 uniform allowance for a commissioned employee.
Supplies	All department forms and citations.
Small Equipment	On-going technology upgrades of various office equipment that is already in need of replacement.
Professional Services	Document imaging support maintenance and microfiche maintenance.
Repairs/Maintenance	Repairs of office equipment and property room security systems.
Miscellaneous	WA Association of Public Records Officer (WAPRO) dues for Sergeant and two clerks.

2024 Budget Changes

Council deliberation changes include a reduction of the non-rep COLA from 4.6% to 4%. Staff included a salary and benefit adjustment for commissioned officer pending negotiations.


2024 Council Changes

Reduce Department Supply Budgets	(520)	One-Time
Reduce Department Professional Services Budgets	(3,050)	One-Time
Reduce Department Miscellaneous Budgets	(250)	One-Time
	<u>(3,820)</u>	

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Salaries	528,845	588,360	588,360	822,224	233,864	40%	233,864	40%
Overtime	22,301	8,600	8,600	8,600	-	0%	-	0%
Holiday Buyback	16,426	27,031	17,031	27,031	10,000	59%	-	0%
Benefits	213,470	225,702	225,702	283,208	57,506	25%	57,506	25%
Uniforms	4,992	3,560	3,560	3,560	-	0%	-	0%
Supplies	2,907	5,200	5,200	4,680	(520)	-10%	(520)	-10%
Minor Equipment	2,977	5,000	5,000	5,000	-	0%	-	0%
Professional Services	588	6,100	6,100	3,050	(3,050)	-50%	(3,050)	-50%
Repair/Maintenance	1,480	1,560	1,560	1,560	-	0%	-	0%
Miscellaneous	1,162	1,000	1,000	750	(250)	-25%	(250)	-25%
	795,148	872,113	862,113	1,159,663	297,550	35%	287,550	33%



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Fund:	General		Fund #:	001
Department:	Police		Department #:	41
Cost Center	Investigation		Cost Center #:	521.21

Function

Investigation of crimes reported within the city.

Budget Narrative


Salary and Benefits	Supervision for the Detective unit, and Detectives.
Uniforms	\$900 clothing allowance for each commissioned employees assigned to the investigations unit to repair or replace clothing per labor agreement.
Supplies	Audio/video interview supplies, general office and evidence processing supplies, identification manual yearly update.
Small Equipment	Evidence collection and processing equipment.
Professional Services	Criminal polygraph services, various search engine subscriptions, translator services for the entire department, transcription services, Leads Online, child interview specialist services provided by Dawson Place, and evidentiary/DNA processing.
Travel	Ferry fares for investigations and transports, meals and parking fees for local business meetings.
Interfund Rental	Covers rental charge for investigation vehicles.
Miscellaneous	Membership dues (FBI-LEEDA and WA Violent Crime Investigators Association); detective buy fund to purchase non-narcotics related information and other fees to further an investigation.

2024 Budget Changes


Ongoing changes include an annual adjustment for the interfund rental rates. Staff included a salary and benefit adjustment for commissioned officer pending negotiations.

2024 Council Changes

Reduce Department Supply Budgets	(620)	One-Time
Reduce PD Small Equipment Budget	(10,000)	One-Time
Reduce Department Professional Services Budgets	(17,500)	One-Time
Reduce Department Travel Budgets	(33)	One-Time
Reduce Department Miscellaneous Budgets	(125)	One-Time
	<u>(28,278)</u>	

Fund:	General		Fund #:	001
Department:	Police		Department #:	41
Cost Center	Investigation		Cost Center #:	521.21

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Salaries	907,144	1,114,654	1,114,654	1,408,720	294,066	26%	294,066	26%
Overtime	118,189	49,000	49,000	49,000	-	0%	-	0%
Holiday Buyback	27,113	41,169	31,169	41,169	10,000	32%	-	0%
Benefits	361,163	442,916	442,916	506,771	63,855	14%	63,855	14%
Uniforms	4,993	8,488	8,488	8,488	-	0%	-	0%
Supplies	1,067	6,200	6,200	5,580	(620)	-10%	(620)	-10%
Minor Equipment	1,280	15,572	15,572	5,572	(10,000)	-64%	(10,000)	-64%
Professional Services	20,968	35,000	35,000	17,500	(17,500)	-50%	(17,500)	-50%
Travel	86	130	130	97	(33)	-25%	(33)	-25%
Interfund Rental	45,230	82,990	82,990	92,150	9,160	11%	9,160	11%
Repair/Maintenance	-	500	500	500	-	0%	-	0%
Miscellaneous	4,006	500	500	375	(125)	-25%	(125)	-25%
	1,491,239	1,797,119	1,787,119	2,135,922	348,803	20%	338,803	19%

Fund:	General		Fund #:	001
Department:	Police		Department #:	41
Cost Center	Patrol		Cost Center #:	521.22

Function

Officers respond to citizen calls for service, initiate criminal investigations, investigate traffic accidents and enforce local and state traffic and criminal codes.

Budget Narrative


Salary and Benefits	Includes patrol supervision, and patrol officers. Reimbursable overtime and benefits are matched by revenue from third parties such as Edmonds School District (football games, graduations, dances) and the Edmonds Chamber of Commerce (4 th of July Fireworks, Taste of Edmonds).
Uniforms	Repair and replacement of uniforms lost or damaged on the job or no longer serviceable per the Collective Bargaining Agreement between the Edmonds Police Officers Association and the City; dry cleaning for entire department.
Supplies	Department batteries, flashlight switches and bulbs, safety flares, traffic cones, duty belts/pouches/holsters, handcuffs, personal protection gloves, safety glasses, hand sanitizer, digital memory cards/flash drives, emergency blankets, personal protection face masks, etc.
Small Equipment	Patrol digital cameras and police RADAR/LIDAR as needed. Miscellaneous equipment needs for the patrol function.
Professional Services	Position specific required medical exams, vehicle decontamination and contract towing fees.
Interfund Rental	Charges associated with the rental and maintenance/fuel for patrol vehicles.
Repair and Maintenance	Service and parts for repair of police radars, LIDAR devices, total station, radios, dive equipment, fire extinguishers and police bicycles; car washes for department vehicles.
Miscellaneous	Dues for Western Hostage Negotiators Association (WSHNA), Boy Scouts of America, National Association of Field Training Officers (NAFTO).

2024 Budget Changes


Ongoing changes include an annual adjustment for the interfund rental rates. Staff included a salary and benefit adjustment for commissioned officer pending negotiations.

2024 Council Changes

Reduce Department Supply Budgets	(1,400)	One-Time
Reduce PD Small Equipment Budget	(20,000)	One-Time
Reduce Department Professional Services Budgets	(92,552)	One-Time
Reduce Department Miscellaneous Budgets	(32)	One-Time
	<u>(113,984)</u>	

Fund:	General		Fund #:	001
Department:	Police		Department #:	41
Cost Center	Patrol		Cost Center #:	521.22

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Salaries	4,110,217	4,660,065	3,825,923	4,882,229	1,056,306	28%	222,164	5%
Overtime	732,573	391,500	651,500	391,500	(260,000)	-40%	-	0%
Holiday Buyback	148,759	168,224	148,224	168,224	20,000	13%	-	0%
Benefits	1,616,637	1,773,534	1,436,682	1,855,477	418,795	29%	81,943	5%
Uniforms	62,386	68,138	68,138	68,138	-	0%	-	0%
Supplies	16,669	14,000	14,000	12,600	(1,400)	-10%	(1,400)	-10%
Minor Equipment	190,574	85,616	85,616	65,616	(20,000)	-23%	(20,000)	-23%
Professional Services	17,354	185,103	185,103	92,551	(92,552)	-50%	(92,552)	-50%
Travel	260	-	-	-	N/A	N/A	N/A	N/A
Interfund Rental	393,980	646,230	646,230	860,220	213,990	33%	213,990	33%
Repair/Maintenance	7,205	11,190	11,190	11,190	-	0%	-	0%
Miscellaneous	187	130	130	98	(32)	-25%	(32)	-25%
	7,296,801	8,003,730	7,072,736	8,407,843	1,335,107	19%	404,113	5%

Fund:	General		Fund #:	001
Department:	Police		Department #:	41
Cost Center	Special Operations		Cost Center #:	521.23

Function

Edmonds is a member of the eight-city North Sound Metro Special Weapons and Tactics (SWAT)/Crisis Negotiating Team (CNT). This integrated team is trained and equipped to respond to critical emergencies. This budget consists of Edmonds’ financial contribution to the combined team, as well as the costs of equipping Edmonds officers who are SWAT team members.

Budget Narrative

Details of maintenance and operations expenditures are as follows:

Supplies	Edmonds’ financial contribution to North Sound Metro SWAT Team per the interlocal agreement; ammunition for handguns, rifles, shotguns, 40mm impact weapons, and distraction devices.
Small Equipment	Small equipment purchases for department's SWAT members, e.g. gas masks, communications headsets, protective gear, etc.
Interfund Rental	Charge associated with maintenance/fuel for the SWAT bus.
Repair/Maintenance	Maintenance of all SWAT-related equipment utilized by the team members.
Miscellaneous	Annual advanced refresher training following best practice recommendations as well as membership dues in the Washington State Tactical Officers Association (WSTOA).


2024 Budget Changes

Ongoing changes include an annual adjustment for the interfund rental rates.

2024 Council Changes

Reduce Department Supply Budgets	(1,250)	One-Time
Reduce Department Miscellaneous Budgets	<u>(1,188)</u>	One-Time
	(2,438)	

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Uniforms	3,528	-	-	-	N/A	N/A	N/A	N/A
Supplies	13,675	12,500	12,500	11,250	(1,250)	-10%	(1,250)	-10%
Small Equipment	20,191	2,000	2,000	2,000	-	0%	-	0%
Repair/Maintenance	-	430	430	430	-	0%	-	0%
Miscellaneous	6,011	4,750	4,750	3,562	(1,188)	-25%	(1,188)	-25%
Interfund Rental	4,100	6,670	6,670	4,710	(1,960)	-29%	(1,960)	-29%
	47,505	26,350	26,350	21,952	(4,398)	-17%	(4,398)	-17%

Fund:	General		Fund #:	001
Department:	Police		Department #:	41
Cost Center	K-9 Unit		Cost Center #:	521.26

Function

The K-9 team assists with the apprehension of criminals, locating evidence and searching buildings for hidden suspects.

Budget Narrative

Salary and Benefits	K-9 Officers.
Uniforms	Repair and replacement of uniforms lost or damaged on the job or no longer serviceable.
Supplies	Miscellaneous supplies and equipment including leads, muzzles, bite sleeves, medications.
Professional Services	Kennel boarding and veterinarian services.
Interfund Rental	Charges associated with the use of the assigned K-9 officer vehicles.
Miscellaneous	Membership dues for the Washington State Police Canine Association (WSPCA).


2024 Budget Changes

Staff included a salary and benefit adjustment for commissioned officer pending negotiations.

2024 Council Changes

Reduce Department Supply Budgets	(4,665)	One-Time
Reduce Department Professional Services Budgets	(2,200)	One-Time
Reduce Department Miscellaneous Budgets	<u>(275)</u>	One-Time
	(7,140)	

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Salaries	120,473	120,456	120,456	134,941	14,485	12%	14,485	12%
Overtime	44,712	32,000	32,000	32,000	-	0%	-	0%
Holiday Buyback	4,972	9,089	4,089	9,089	5,000	122%	-	0%
Benefits	60,468	58,909	58,909	62,283	3,374	6%	3,374	6%
Uniforms	-	2,000	2,000	2,000	-	0%	-	0%
Supplies	4,158	48,000	48,000	43,335	(4,665)	-10%	(4,665)	-10%
Minor Equipment	2,281	1,300	1,300	1,300	-	0%	-	0%
Professional Services	9,256	4,400	4,400	2,200	(2,200)	-50%	(2,200)	-50%
Miscellaneous	100	1,100	1,100	825	(275)	-25%	(275)	-25%
	246,420	277,254	272,254	287,973	15,719	6%	10,719	4%

Fund:	General		Fund #:	001
Department:	Police		Department #:	41
Cost Center	Crime Prevention		Cost Center #:	521.30

Function

To forge partnerships with residents and commercial businesses through education, maintenance of existing prevention programs, and developing new strategies in the prevention of crime.

Budget Narrative

Salary and Benefits	Community Engagement Coordinator
Uniforms	Uniforms for new employees and participants in community engagement events.
Supplies	Supplies for community events and development of the program. Promotional material with department logo to hand out at community events.
Minor Equipment	Tent, banners, portable chairs and tables, and other equipment needed for events which take place away from the department.
Professional Services	Production of promotional materials, pamphlets, posters, flyers and other items needed to support community engagement programs.
Communications	Advertising in local publications or Public Safety Testing to promote volunteer or other community engagement positions.

2024 Budget Changes

Ongoing changes include an annual adjustment for the interfund rental rates.
Staff included a salary and benefit adjustment for commissioned officer pending negotiations.


2024 Council Changes

Reduce Department Supply Budgets	(2,800)	One-Time
Reduce Department Professional Services Budgets	(2,000)	One-Time
Reduce Department Miscellaneous Budgets	163	One-Time
	<u>(4,637)</u>	

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Salaries	90,041	194,298	97,440	220,079	122,639	126%	25,781	13%
Overtime	4,884	24,500	24,500	24,500	-	0%	-	0%
Holiday Buyback	3,704	2,792	3,792	2,792	(1,000)	-26%	-	0%
Benefits	35,660	74,779	36,036	72,861	36,825	102%	(1,918)	-3%
Uniforms	3,021	9,000	9,000	9,000	-	0%	-	0%
Supplies	27,280	29,000	29,000	26,200	(2,800)	-10%	(2,800)	-10%
Minor Equipment	5,624	1,500	1,500	1,500	-	0%	-	0%
Professional Services	-	4,000	4,000	2,000	(2,000)	-50%	(2,000)	-50%
Communications	-	2,000	2,000	2,000	-	0%	-	0%
Interfund Rental	-	14,000	14,000	22,120	8,120	58%	8,120	58%
Miscellaneous	941	1,500	1,500	1,663	163	11%	163	11%
	171,155	357,369	222,768	384,715	161,947	73%	27,346	8%



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Fund:	General		Fund #:	001
Department:	Police		Department #:	41
Cost Center	Training		Cost Center #:	521.40

Function

Provide training for all Police Department employees; maintains training records for entire department; coordinates hiring logistics and field training for new employees.

Budget Narrative


Salary and Benefits	Training Corporal and Officer.
Uniforms	Yearly \$900 clothing allowance.
Supplies	Pistol, rifle, and shotgun ammunition used for training and required qualifications; range supplies and targets; TASER cartridges for training and duty use; SAGE projectiles and training munitions supplies; defensive tactics supplies; and first aid supplies.
Small Equipment	Training aids, range equipment, training room/City EOC equipment and materials, and replacement TASERS.
Professional Services	Range rental fees, health club membership fees, PowerDMS policy manual updates, State-mandated hearing and respiratory testing.
Travel	Expenses associated with training and new hire background investigations.
Advertising	Recruiting advertising in professional publications as well as area job fairs.
Interfund Rental	Charges associated with staff cars available to all employees.
Repair/Maintenance	Repair and maintenance of all department weapons and the PRISM shooting simulator.
Miscellaneous	Payments to the Washington Criminal Justice Training Commission and private training vendors for training classes and programs attended by employees; Regional Training agreement; cost of sending new recruits to Basic Law Enforcement Academy.

2024 Budget Changes


Staff included a salary and benefit adjustment for commissioned officer pending negotiations.

2024 Council Changes

Reduce Department Supply Budgets	(3,300)	One-Time
Reduce PD Small Equipment Budget	(20,000)	One-Time
Reduce Department Professional Services Budgets	(12,375)	One-Time
Reduce Department Travel Budgets	(7,250)	One-Time
Reduce Department Miscellaneous Budgets	<u>(14,500)</u>	One-Time
	(57,425)	

Fund:	General		Fund #:	001
Department:	Police		Department #:	41
Cost Center	Training		Cost Center #:	521.40

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Salaries	181,358	135,348	135,348	253,794	118,446	88%	118,446	88%
Overtime	35,122	6,500	6,500	6,500	-	0%	-	0%
Holiday Buyback	6,752	10,559	6,559	10,559	4,000	61%	-	0%
Benefits	71,976	58,762	58,762	99,591	40,829	69%	40,829	69%
Uniforms	577	1,800	1,800	1,800	-	0%	-	0%
Supplies	37,265	34,000	34,000	30,700	(3,300)	-10%	(3,300)	-10%
Minor Equipment	77,479	52,543	52,543	32,543	(20,000)	-38%	(20,000)	-38%
Professional Services	31,594	24,750	24,750	12,375	(12,375)	-50%	(12,375)	-50%
Travel	24,091	29,000	29,000	21,750	(7,250)	-25%	(7,250)	-25%
Repair/Maintenance	3	1,000	1,000	1,000	-	0%	-	0%
Miscellaneous	67,577	58,000	58,000	43,500	(14,500)	-25%	(14,500)	-25%
	533,794	412,262	408,262	514,112	105,850	26%	101,850	25%

Fund:	General		Fund #:	001
Department:	Police		Department #:	41
Cost Center	Ordinance Enforcement		Cost Center #:	521.70

Function

Handles abandoned vehicles and parking enforcement, including monitoring of city's parking lots. Handles stray, injured and deceased animals, both wild and domestic.

Budget Narrative


Salary and Benefits	Includes Animal Control/Ordinance Enforcement Officers and Parking Enforcement.
Uniforms	Repair and replacement of uniforms lost or damaged on the job or no longer serviceable.
Supplies	Plastic bags, animal control drugs, disposable leashes, dog licenses and renewal forms.
Professional Services	Veterinary services with local veterinarians, animal disposal services, and contract animal shelter services with PAWS.
Interfund Rental	Charges associated with the use of Animal Control and Parking Enforcement vehicles.
Miscellaneous	Dues for Washington Animal Control Association (WACA).
Spay and Neuter	Specific to veterinary services for spay and neuter of stray animals that are placed (adopted) per City Ordinance.

2024 Budget Changes


Ongoing changes for an annual adjustment for the interfund rental rates.

2024 Council Changes

Reduce Department Supply Budgets	(200)	One-Time
Reduce Department Professional Services Budgets	(12,520)	One-Time
Reduce Department Miscellaneous Budgets	(20)	One-Time
	<u>(12,740)</u>	

Fund:	General		Fund #:	001
Department:	Police		Department #:	41
Cost Center	Ordinance Enforcement		Cost Center #:	521.70

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Salaries	134,768	228,008	228,008	302,796	74,788	33%	74,788	33%
Overtime	2,657	3,000	3,000	3,000	-	0%	-	0%
Holiday Buyback	5,046	6,903	6,903	6,903	-	0%	-	0%
Benefits	57,359	70,117	70,117	95,946	25,829	37%	25,829	37%
Uniforms	2,790	3,030	3,030	3,030	-	0%	-	0%
Supplies	379	2,000	2,000	1,800	(200)	-10%	(200)	-10%
Minor Equipment	752	3,810	3,810	3,810	-	0%	-	0%
Professional Services	29,415	25,040	25,040	12,520	(12,520)	-50%	(12,520)	-50%
Rental/Lease	14,950	10,510	10,510	12,310	1,800	17%	1,800	17%
Miscellaneous	61	80	80	60	(20)	-25%	(20)	-25%
	248,177	352,498	352,498	442,175	89,677	25%	89,677	25%

Fund:	General		Fund #:	001
Department:	Police		Department #:	41
Cost Center	Traffic		Cost Center #:	521.71

Function

Enforces traffic laws, issues citations, and conducts investigations of all major collisions.

Budget Narrative

Salary and Benefits Traffic Officers Reimbursable overtime and benefits are matched by revenue from the Washington State Traffic Safety Commission for pedestrian safety and traffic emphasis patrols.

Uniforms Repair and replacement of uniforms lost or damaged on the job or no longer serviceable.

Supplies Printer ink and miscellaneous supplies.

Small Equipment Replacement/upgrade/service agreement of traffic collision investigation equipment, software and replacement of radars.

Interfund Rental Charges associated with the use of police motorcycles and traffic car.


2024 Budget Changes

Ongoing changes include an annual adjustment for the interfund rental rates. Staff included a salary and benefit adjustment for commissioned officer pending negotiations.

2024 Council Changes

Reduce Department Supply Budgets (50) One-Time
(50)

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Salaries	213,343	231,444	231,444	380,108	148,664	64%	148,664	64%
Overtime	17,777	36,700	36,700	36,700	-	0%	-	0%
Holiday Buyback	6,769	18,730	12,730	18,730	6,000	47%	-	0%
Benefits	82,284	82,153	82,153	130,722	48,569	59%	48,569	59%
Uniforms	1,088	3,000	3,000	3,000	-	0%	-	0%
Supplies	96	500	500	450	(50)	-10%	(50)	-10%
Minor Equipment	2,191	3,500	3,500	3,500	-	0%	-	0%
Rental/Lease	64,210	67,160	67,160	94,160	27,000	40%	27,000	40%
Repair/Maintenance	1,381	500	500	500	-	0%	-	0%
Miscellaneous	8,217	-	-	-	N/A	N/A	N/A	N/A
Lease Payment	6,524	50,000	-	300,000	300,000	N/A	250,000	500%
Equipment	660,081	-	-	-	N/A	N/A	N/A	N/A
	1,063,961	493,687	437,687	967,870	530,183	121%	474,183	96%

Fund:	General		Fund #:	001
Department:	Police		Department #:	41
Cost Center	Property Management		Cost Center #:	521.80

Function

Collects, maintains and controls all evidence in investigations, houses found property, tests narcotics, and processes fingerprint evidence.

Budget Narrative

Salary and Benefits	Property Officer/Evidence Technician.
Uniforms	Repair or replacement of uniforms lost or damaged on the job.
Supplies	Evidence supplies, fingerprint supplies, and drug testing supplies.
Small Equipment	New or replacement equipment for proper processing, preservation and storage of evidence.
Professional Services	Hazardous materials disposal, analytical and precision balance, and property room audit.
Interfund rental	Charges associated with the use of the property van.
Miscellaneous	Dues for Law Enforcement Identification and Records Association and miscellaneous evidence processing/handling costs.


2024 Budget Changes

Ongoing changes include an annual adjustment for the interfund rental rates.

2024 Council Changes

Reduce Department Supply Budgets	(410)	One-Time
Reduce Department Professional Services Budgets	(1,400)	One-Time
Reduce Department Miscellaneous Budgets	(25)	One-Time
	(1,835)	

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Salaries	85,205	91,733	91,733	90,854	(879)	-1%	(879)	-1%
Overtime	-	1,200	1,200	1,200	-	0%	-	0%
Holiday Buyback	3,487	3,487	3,487	3,487	-	0%	-	0%
Benefits	28,225	29,165	29,165	28,398	(767)	-3%	(767)	-3%
Uniforms	80	310	310	310	-	0%	-	0%
Supplies	3,544	4,100	4,100	3,690	(410)	-10%	(410)	-10%
Minor Equipment	5,246	1,100	1,100	1,100	-	0%	-	0%
Professional Services	1,567	2,800	2,800	1,400	(1,400)	-50%	(1,400)	-50%
Rental/Lease	7,490	6,520	6,520	4,850	(1,670)	-26%	(1,670)	-26%
Repair/Maintenance	287	500	500	500	-	0%	-	0%
Miscellaneous	-	100	100	75	(25)	-25%	(25)	-25%
	135,131	141,015	141,015	135,864	(5,151)	-4%	(5,151)	-4%

Fund:	Drug Enforcement		Fund #:	104
Department:	Police		Department #:	41
Cost Center	Total Fund		Cost Center #:	N/A

Function

Record money and proceeds from the sale of property seized during drug investigations and expenditures of that money for drug enforcement.


Purpose

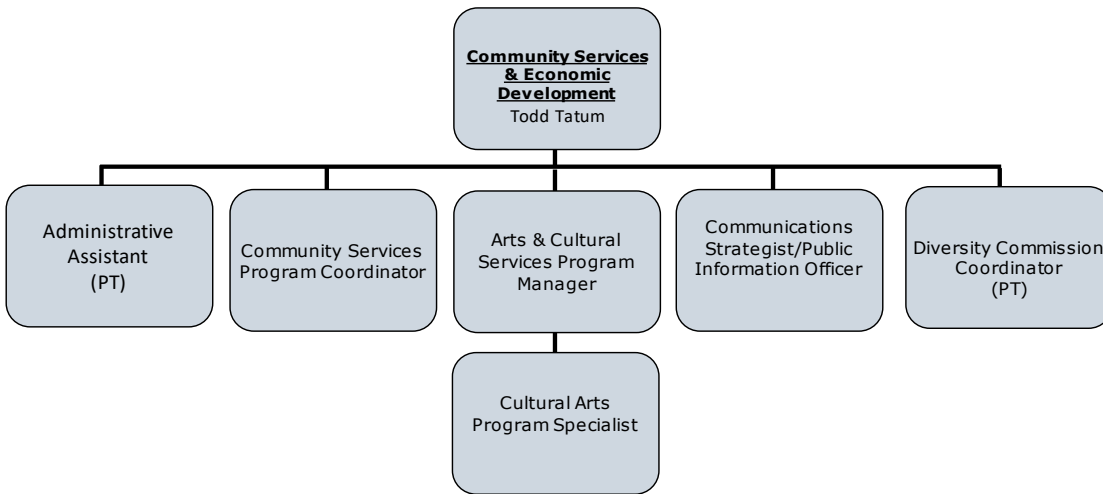
Enforce local and state laws and keep citizens and the community safe from violence and crime.

Budget Narrative

Supplies	Office and drug testing supplies.
Fuel Consumed	Fuel for the narcotics vehicle.
Small Equipment	Undercover equipment purchases.
Communication	iPhones used by the narcotics detectives; surveillance equipment which operates with wireless technology.
Repair/Maintenance	The cost of repairs for the narcotics vehicle.
Miscellaneous	Funds for drug purchases.
Intergovernmental Services	Payment of 10% State of Washington tax on seizures.

Description	2022 Actual	2023 Budget	2023 Estimate	2024 Budget	\$ Change 24-23 Estimate	% Change 24-23 Estimate	\$ Change 24-23 Budget	% Change 24-23 Budget
Beginning Balance	75,174	67,570	67,570	37,070	(30,500)	-45%	(30,500)	-45%
<u>Revenue</u>								
Investment Interest	(1,313)	2,650	1,500	2,520	1,020	68%	(130)	-5%
Miscellaneous Reve	-	165,000	1,000	2,000	1,000	100%	(163,000)	-99%
Total Revenues	(1,313)	167,650	2,500	4,520	2,020	81%	(163,130)	-97%
<u>Expenditure</u>								
Small Equipment	-	10,000	-	39,000	39,000	N/A	29,000	290%
Intergovernmental S	-	-	-	-	N/A	N/A	N/A	N/A
Repair and Maint.	-	800	-	-	N/A	N/A	(800)	-100%
Equipment	6,291	35,000	33,000	-	(33,000)	-100%	(35,000)	-100%
Total Expenditures	6,291	45,800	33,000	39,000	6,000	18%	(6,800)	-15%
Ending Balance	67,570	189,420	37,070	2,590	(34,480)	-93%	(186,830)	-99%


Fund:	General		Fund #:	001
Department:	Community, Culture & Economic Development		Department #:	61
Cost Center	Total Department		Cost Center #:	N/A



Position	Number of Full-Time Equivalent (FTE)					
	2019	2020	2021	2022	2023	2024
Comm Svc/Econ Dev Director	1.0	1.0	1.0	1.0	1.0	1.0
Administrative Assistant (Satellite Office)	-	-	-	-	0.5	0.5
Community Services Program Coordinator	1.0	1.0	1.0	1.0	1.0	1.0
Arts & Cultural Services Program Manager	-	-	-	-	1.0	1.0
Cultural Arts Program Specialist	-	-	-	-	1.0	1.0
Communications Strategist/Public Information Officer	-	0.5	0.5	1.0	1.0	1.0
Diversity Commission Coordinator	-	-	0.3	0.3	0.3	0.3
Human Services Program Manager	-	0.5	0.5	-	-	-
	2.0	3.0	3.3	3.3	5.8	5.8




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Fund:	General		Fund #:	001
Department:	Community, Culture & Economic Development		Department #:	60 & 61
Cost Center	Total Department		Cost Center #:	N/A

Program	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Neighborhood City Hall	419,184	230,681	230,681	172,105	(58,576)	-25%	(58,576)	-25%
Community Services	491,274	684,583	681,079	746,392	65,313	10%	61,809	9%
Economic Development	165,943	272,050	272,050	126,753	(145,297)	-53%	(145,297)	-53%
Cultural Services Division	118,560	355,922	355,922	288,900	(67,022)	-19%	(67,022)	-19%
	1,194,961	1,543,236	1,539,732	1,334,150	(205,582)	-13%	(209,086)	-14%



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Fund:	General		Fund #:	001
Department:	Community, Culture & Economic Development		Department #:	60
Cost Center	Neighborhood City Hall		Cost Center #:	557.20


Function

The City of Edmonds has opened a neighborhood satellite office at 23632 Highway 99. The office is currently open to the public on Tuesdays, Wednesdays, and Thursdays. This satellite office is a place where members of the public can come to get high-level help with a broad range of city services, and serves as a center for the city’s outreach efforts in the Uptown area. The satellite office is utilized by the municipal court for monthly court hearings. The Edmonds Police Department also uses the new office. The Community Engagement Officer has an office there as a home base between her public outreach duties within the city. EPD officers also use the satellite office while in the field to complete paperwork and police reports between calls rather than driving to the main station.

2024 Council Changes

Reduce Neighborhood City Hall Professional Services	(2,500)	One-Time
Reduce Neighborhood City Hall Miscellaneous	(2,500)	One-Time
	<u>(5,000)</u>	

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23	24-23	24-23	24-23
					Estimate	Estimate	Budget	Budget
Salaries	18,798	38,537	38,537	45,689	7,152	19%	7,152	19%
Benefits	3,542	7,298	7,298	31,570	24,272	333%	24,272	333%
Minor Equipment	11,057	17,000	17,000	12,000	(5,000)	-29%	(5,000)	-29%
Professional Services	3,284	13,000	13,000	10,500	(2,500)	-19%	(2,500)	-19%
Rental /Lease	9,616	54,703	54,703	54,703	-	0%	-	0%
Communications	-	5,000	5,000	5,000	-	0%	-	0%
Repair & Maintenance	13,322	85,000	85,000	5,000	(80,000)	-94%	(80,000)	-94%
Miscellaneous	2,568	10,143	10,143	7,643	(2,500)	-25%	(2,500)	-25%
Lease Payments	32,584	-	-	-	N/A	N/A	N/A	N/A
Equipment	324,413	-	-	-	N/A	N/A	N/A	N/A
	419,184	230,681	230,681	172,105	(58,576)	-25%	(58,576)	-25%

Fund:	General		Fund #:	001
Department:	Community, Culture & Economic Development		Department #:	61
Cost Center	Community Services		Cost Center #:	557.20

Function

The Community Services Department consists of several key functions within Edmonds City government: Communications and Community Relations, Intergovernmental Relations, and Special Projects. The department works with the Arts Commission, Diversity Commission, and Economic Development Commission.

Communications and Community Relations

Communication with and engagement of the public is a cornerstone of Edmonds city government. In collaboration with the Mayor’s Office, City Council and other City Departments, the Community Services Department manages media releases and media contacts, manages the City’s social media presence, and works to create comprehensive, accessible and transparent engagement of the public in the operations of city government. In addition, the Department is in charge of the new Neighborhood City Office in the Uptown/Highway 99 Corridor area.

Intergovernmental Relations

Relations with other governmental entities is a key line of business for this department. The two most important levels of government interaction are with our Congressional delegation and the State government. The City interacts directly with the members of Congress who represent Edmonds, as well as other Congress members working on issues of importance to Edmonds. In Olympia we employ a professional lobbyist who not only keeps the Mayor, City Council and staff updated on a regular basis when the Legislature is in session, but monitors important issues and seeks our engagement throughout the year. Each fall the City Council approves the City’s official Legislative Agenda for the following year’s Session.

Special Projects

Special projects arise every year and may either be cross-departmental projects or projects of a unique nature. Often this Department takes a leadership role with such projects.

Budget Narrative


The Salary and Benefits budget includes the Economic Development and Community Services Director, a Program Coordinator, a 0.5 FTE Public Information Officer and a 0.25 FTE Diversity Commission Coordinator

2024 Budget Changes


Ongoing changes include the annual adjustment for technology services.
 Council deliberation changes include a reduction of the non-rep COLA from 4.6% to 4%.

2024 Council Changes

Reduce Department Supply Budgets	(3,500)	One-Time
Reduce Department Communication Budgets	(13,000)	One-Time
Reduce Department Travel Budgets	(330)	One-Time
Reduce Department Miscellaneous Budgets	(1,625)	One-Time
	(18,455)	

Fund:	General		Fund #:	001
Department:	Community, Culture & Economic Development		Department #:	61
Cost Center	Community Services		Cost Center #:	557.20

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Salaries	265,562	392,970	392,970	449,919	56,949	14%	56,949	14%
Overtime	1,518	-	-	-	N/A	N/A	N/A	N/A
Benefits	73,368	104,429	104,429	102,603	(1,826)	-2%	(1,826)	-2%
Supplies	369	2,000	2,000	(1,500)	(3,500)	-175%	(3,500)	-175%
Minor Equipment	244	500	500	500	-	0%	-	0%
Professional Services	77,501	7,104	7,104	7,104	-	0%	-	0%
Lobbyist Prof. Service	45,000	40,296	40,296	40,296	-	0%	-	0%
Communications	2,130	63,075	63,075	50,075	(13,000)	-21%	(13,000)	-21%
Travel	30	1,000	1,000	670	(330)	-33%	(330)	-33%
Rental/Lease	560	32,000	32,000	32,000	-	0%	-	0%
Interfund Rental	16,250	34,209	30,705	59,350	28,645	93%	25,141	73%
Repair/Maintenance	-	500	500	500	-	0%	-	0%
Miscellaneous	8,742	6,500	6,500	4,875	(1,625)	-25%	(1,625)	-25%
	491,274	684,583	681,079	746,392	65,313	10%	61,809	9%

Fund:	General		Fund #:	001
Department:	Community, Culture & Economic Development		Department #:	61
Cost Center	Economic Development		Cost Center #:	558.70

Function

The Economic Development Division works to strengthen the local economy by attracting new businesses, working with property owners on redevelopment options, assisting local merchants to grow their businesses, assisting with business related complaints and concerns, and marketing Edmonds to businesses and visitors. Since 2019 the Division, together with Cultural Services Division Arts & Culture Manager, has provided leadership to the programs, activities, projects and events associated with the City’s Creative District designation. The department coordinates with other departments, government agencies, boards and commissions, and the Chamber of Commerce on special projects. It also works on policies, regulations and programs that encourage economic development and make the city more business-friendly. The Division works with the Economic Development Commission.


Budget Narrative

Funding is included for professional services needed for economic development related projects and advertising and printing to promote the City, special events and tourism. Other costs include supplies for general office use and for special events; travel to business meetings and conferences; minor computer, technology and communication equipment; and miscellaneous costs such as memberships, data purchases, publication printing, and professional training.

2024 Council Changes

Reduce Department Supply Budgets	(342)	One-Time
Reduce Department Travel Budgets	(330)	One-Time
Reduce Department Miscellaneous Budgets	(750)	One-Time
	<u>(1,422)</u>	

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Salaries	60	875	875	-	(875)	-100%	(875)	-100%
Benefits	5	-	-	-	N/A	N/A	N/A	N/A
Supplies	48	1,275	1,275	933	(342)	-27%	(342)	-27%
Minor Equipment	-	300	300	300	-	0%	-	0%
Professional Services	163,137	255,000	255,000	112,000	(143,000)	-56%	(143,000)	-56%
Communications	258	600	600	600	-	0%	-	0%
Travel	-	1,000	1,000	670	(330)	-33%	(330)	-33%
Repair & Maintenance	-	10,000	10,000	10,000	-	0%	-	0%
Miscellaneous	2,435	3,000	3,000	2,250	(750)	-25%	(750)	-25%
	165,943	272,050	272,050	126,753	(145,297)	-53%	(145,297)	-53%

Fund:	General		Fund #:	001
Department:	Community, Culture & Economic Development		Department #:	61
Cost Center	Cultural Services Division		Cost Center #:	573.90

Function

The Cultural Services Division manages the programs of the Edmonds Arts Commission (EAC), established by Ordinance No. 1765 in 1975; presents a year-round comprehensive arts program in literary, visual, and performing arts as defined in the 2014 adopted Community Cultural Plan; assists with updates of the Community Cultural Plan; and provides assistance and recommendations regarding art related projects and the aesthetic of the public realm.

Budget Narrative

Funding is included for salary and benefits for the Arts & Culture Manager and the Arts Program Specialist, and professional services for special projects such as the 2023 Community Cultural Plan update for inclusion in the City Comprehensive Plan. Cultural Services manages Arts Commission program funding through Special Funds 117 and 123 and programs 100 and 200 of the 127 Fund in Parks which are designated for special Public Art projects of a capital nature which are donation based.


2024 Budget Changes

Council deliberation changes include a reduction of the non-rep COLA from 4.6% to 4%.

	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
Satellite Office	Actual	Budget	Estimate	Budget	24-23	24-23	24-23	24-23
					Estimate	Estimate	Budget	Budget
Salaries	92,526	219,568	219,568	223,494	3,926	2%	3,926	2%
Benefits	25,673	61,354	61,354	65,406	4,052	7%	4,052	7%
Professional Services	-	75,000	75,000	-	(75,000)	-100%	(75,000)	-100%
Communications	361	-	-	-	N/A	N/A	N/A	N/A
	118,560	355,922	355,922	288,900	(67,022)	-19%	(67,022)	-19%



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Fund:	Municipal Arts		Fund #:	117
Department:	Community, Culture & Economic Development		Department #:	64
Cost Center	Total Fund		Cost Center #:	N/A

Municipal Arts Program 100

The Edmonds Arts Commission (EAC), established by Ordinance No. 1765 in 1975, presents a year-round comprehensive arts program in literary, visual, and performing arts as defined in the 2014 adopted Community Cultural Plan and refined in the EAC strategic plan. The 1988 Ordinance No. 2667 provides “general revenue funding at a level of at least \$15,000 per year, in addition to such monies as may be appropriated or expended for staff support services.” Staffing is funded through the Cultural Services Division of the Community, Culture & Economic Development Department. An allocation of \$4,000 annually from the Lodging Tax Fund 120 was authorized by Council in 1992 and is used to promote arts and culture activities in Edmonds.

EAC programs encourage collaboration in the arts between private and public entities; provide cultural opportunities for youth and adults; and enhance the visibility of the arts while promoting economic development through arts and cultural tourism. Programs include:

- Nationally known Write on the Sound Writers’ Conference (WOTS) which sells out annually and generates the majority of community events revenue. Held as an online conference during the pandemic, WOTS returned to being an in-person event in 2023.
- Concerts in the Parks Series at City Park, Hickman Park, and Hazel Miller Plaza.
- Rotating Visual art exhibits in Edmonds Library, Frances Anderson Center and City Hall, and other temporary art exhibits.
- Public Art program – acquisition, display, maintenance and promotion of City Art Collection.
- Partnership events and programs in performing, literary and visual arts.
- Publication of a quarterly Arts Bulletin email newsletter to publicize EAC arts activities and website updates.
- Economic development and cultural tourism promotion through participation in capital projects such as streetscape improvements, gateways and wayfinding signage.
- Cultural destination marketing for WOTS and other programs through websites and advertising.
- Community Cultural Planning and meetings for Plan implementation. Next update scheduled for completion in 2024.
- Implementation of Certified Creative District 2019 – 2023 work plan in partnership with Economic Development. Recertification for 2024-2028.


Programs such as WOTS, Concerts in the Parks, and other special events are supported in part by community grants and sponsorships.

Public Arts Acquisition Program 200

The Public Arts Acquisition Fund, established by Ordinance 1802 in 1975 and amended by Ordinance 2667, requires that one-percent of municipal construction projects be allocated for visual art either for that particular project or for a different site in the City. “Municipal construction project” is any project paid for wholly or in part by the City to construct or remodel any building, community structure, park, street, sidewalk, parking facility, utility or portion thereof. Revenues vary from year to year. Anticipated projects in 2024 include both permanent, e.g. Hwy 99 art banners, library site, and temporary installations. Percent for art funds are augmented by private donations. The fund is also used for maintenance/repair, plaques, and display of artworks in the City’s Public Art Collection.

Arts Education Program 300


Funds are budgeted to provide periodic opportunities for literary arts education projects for youth, often in collaboration with the Edmonds School District and nonprofit arts organizations.

Fund:	Municipal Arts		Fund #:	117
Department:	Community, Culture & Economic Development		Department #:	64
Cost Center	Total Fund		Cost Center #:	N/A

2024 Decision Packages


DP # 9 Public Art 100,000 One-Time

Description	2022 Actual	2023 Budget	2023 Estimate	2024 Budget	\$ Change 24-23 Estimate	% Change 24-23 Estimate	\$ Change 24-23 Budget	% Change 24-23 Budget
Program 100								
Beginning Balance	510,002	481,872	481,872	458,342	(23,530)	-5%	(23,530)	-5%
<u>Revenue</u>								
Resale Items	322	320	320	320	-	0%	-	0%
Community Events	21,250	44,500	44,500	44,500	-	0%	-	0%
Investment Interest	(16,682)	15,930	15,930	21,900	5,970	37%	5,970	37%
Contributions	19,125	13,600	13,600	13,600	-	0%	-	0%
Interfund Transfer I	19,000	4,000	4,000	4,000	-	0%	-	0%
Total Revenues	43,015	78,350	78,350	84,320	5,970	8%	5,970	8%
<u>Expenditure</u>								
Supplies	2,034	4,500	4,500	4,500	-	0%	-	0%
Small Equipment	-	1,700	1,700	1,700	-	0%	-	0%
Professional Services	66,379	87,500	87,500	187,500	100,000	114%	100,000	114%
Travel	-	80	80	80	-	0%	-	0%
Rental / Lease	-	3,000	3,000	3,000	-	0%	-	0%
Repair and Maint.	-	300	300	300	-	0%	-	0%
Miscellaneous	2,732	4,800	4,800	4,800	-	0%	-	0%
Construction Project	-	-	-	-	N/A	N/A	N/A	N/A
Total Expenditures	71,145	101,880	101,880	201,880	100,000	98%	100,000	98%
Ending Balance	481,872	458,342	458,342	340,782	(117,560)	-26%	(117,560)	-26%

Fund:	Municipal Arts		Fund #:	117
Department:	Community, Culture & Economic Development		Department #:	64
Cost Center	Total Fund		Cost Center #:	N/A

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Program 200								
Beginning Balance	131,392	145,386	145,386	86,269	(59,117)	-41%	(59,117)	-41%
<u>Revenue</u>								
Investment Interest	3,444	6,130	6,130	1,980	(4,150)	-68%	(4,150)	-68%
Interfund Transfer	64,400	14,410	14,753	1,386	(13,367)	-91%	(13,024)	-90%
Total Revenues	67,844	20,540	20,883	3,366	(17,517)	-84%	(17,174)	-84%
<u>Expenditure</u>								
Supplies	-	200	200	200	-	0%	-	0%
Professional Services	53,500	102,500	78,000	78,000	-	0%	(24,500)	-24%
Miscellaneous	350	1,800	1,800	1,800	-	0%	-	0%
Total Expenditures	53,850	104,500	80,000	80,000	-	0%	(24,500)	-23%
Ending Balance	145,386	61,426	86,269	9,635	(76,634)	-89%	(51,791)	-84%

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Program 300								
Beginning Balance	7,484	7,630	7,630	6,960	(670)	-9%	(670)	-9%
<u>Revenue</u>								
Investment Interest	146	330	330	90	(240)	-73%	(240)	-73%
Total Revenues	146	330	330	90	(240)	-73%	(240)	-73%
<u>Expenditure</u>								
Professional Services	-	1,000	1,000	1,000	-	0%	-	0%
Total Expenditures	-	1,000	1,000	1,000	-	0%	-	0%
Ending Balance	7,630	6,960	6,960	6,050	(910)	-13%	(910)	-13%

Fund:	Hotel/Motel Tax		Fund #:	120
Department:	Community, Culture & Economic Development		Department #:	31
Cost Center	Total Fund		Cost Center #:	N/A

Function

This fund was established by Ordinance No. 2010, which imposed a special excise tax of 2% on the sale of, or charge made for, the furnishing of lodging by a hotel, rooming house, tourist court, motel, trailer camp, and the granting of any similar license to use real property. In accordance with the Revised Code of Washington (RCW) the use of revenues generated by this tax is dedicated to fund facilities, activities, programs or events that will serve to attract visitors to the community.


The City’s Lodging Tax Advisory Committee (LTAC) advises Council on effective use of the fund’s assets. In previous years the City received as much as \$160,000 in total Lodging Tax revenues. However, the COVID-19 pandemic has negatively impacted lodging revenues. Pursuant to the requirement that these funds be used solely for the purpose of promoting tourism and visitors to Edmonds, seventy-five percent of the total revenue is devoted to fund tourism promotion, tourism-related activities, programs and events (the 120 Fund), while the remaining twenty-five percent is directly allocated to the 123 Tourism Promotion/Arts Fund (per CC Resolution 630) to promote tourism through the support of arts and culture events.

The revenue in the 120 Fund is allocated annually for a variety of tourism promotion activities and programs. This includes an expenditure of up to \$4,500 that is allocated every three years (last done in 2019) for maintenance work on the City-owned log cabin facility used as a Visitor Information Center. In addition, per Council directive, a transfer of \$4,000 is made annually to the 117 Municipal Arts Fund to partially fund promotion for recreation programs and concerts, which bring visitors to Edmonds and serve as an additional attraction for visitors already staying in town.

As with previous years, the budget will be administered by the Economic Development Department, including such activities as event support and promotion, as well as national and regional advertising and promotion. Expenditures will also include support for the Edmonds Center for the Arts, Cascadia Art Museum and the Edmonds Chamber of Commerce for the Edmonds Visitor Center and Chamber managed community events.

2024 Decision Packages

DP # 10 Lodging Tax Fund Budget - Fund 120 131,400 One-Time


Fund:	Hotel/Motel Tax		Fund #:	120
Department:	Community, Culture & Economic Development		Department #:	31
Cost Center	Total Fund		Cost Center #:	N/A

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Beginning Balance	71,113	94,864	94,864	83,864	(11,000)	-12%	(11,000)	-12%
<u>Revenue</u>								
75% Hotel/Motel Tax	120,941	82,500	82,500	120,941	38,441	47%	38,441	47%
Investment Interest	(3,032)	1,900	1,900	3,430	1,530	81%	1,530	81%
Total Revenues	117,909	84,400	84,400	124,371	39,971	47%	39,971	47%
<u>Expenditure</u>								
Professional Services	90,158	90,400	90,400	127,400	37,000	41%	37,000	41%
Miscellaneous	0	1,000	1,000	-	(1,000)	-100%	(1,000)	-100%
Interfund Transfer C	4,000	4,000	4,000	4,000	-	0%	-	0%
Total Expenditures	94,158	95,400	95,400	131,400	36,000	38%	36,000	38%
Ending Balance	94,864	83,864	83,864	76,835	(7,029)	-8%	(7,029)	-8%

Note:

*Net amount after direct distribution of 25% of gross hotel/motel tax revenue to Fund 123 Tourism Promotion/Arts for arts and culture programs that promote tourism

**Log Cabin charges are incurred every three years.

Fund:	Tourism Promotional / Arts		Fund #:	123
Department:	Community, Culture & Economic Development		Department #:	64
Cost Center	Total Fund		Cost Center #:	N/A

Function

This fund was established in 1985 by Resolution No. 630, which designates that 25 percent of all money received from the motel/hotel excise tax are to be held in the Tourism Promotion Fund. 2024 revenues are estimates.

The Fund is administered with the directions and recommendations of the Edmonds Arts Commission (EAC) with allocations of current Lodging Tax revenue forwarded to the Lodging Tax Advisory Committee (LTAC) for approval.

Expenditures promote and advertise artistic events and programs in Edmonds including:

- EAC works in partnership with the Economic Development Division to promote economic development through cultural tourism.
- Advertising/promotion for Write on the Sound Writers’ Conference, a nationally recognized 3-day event which attracts overnight visitors.
- EAC Tourism Promotion Award program – annually recommends to the Lodging Tax Advisory Committee award reimbursement contracts to local organizations promoting cultural arts activities that attract visitors to Edmonds.

All 123 Fund expenditures are approved by LTAC as recommendations to City Council for the budget.


2024 Decision Packages

DP # 11 Lodging Tax Advisory Committee Budget 43,400 One-Time

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Beginning Balance	95,972	115,171	115,171	117,111	1,940	2%	1,940	2%
<u>Revenue</u>								
25% Hotel/Motel Tax	40,314	27,500	27,500	40,313	12,813	47%	12,813	47%
Investment Interest	(2,628)	2,940	2,940	3,880	940	32%	940	32%
Total Revenues	37,686	30,440	30,440	44,193	13,753	45%	13,753	45%
<u>Expenditures</u>								
Professional Services	18,487	28,500	28,500	43,400	14,900	52%	14,900	52%
Total Expenditures	18,487	28,500	28,500	43,400	14,900	52%	14,900	52%
Ending Balance	115,171	117,111	117,111	117,904	793	1%	793	1%

Note:

*Net amount after direct distribution of 75% of gross hotel/motel tax revenue to Fund 120 Hotel/Motel Tax

Fund:	Business Improvement District Fund		Fund #:	140
Department:	Community, Culture and Economic Development		Department #:	61
Cost Center	Total Fund		Cost Center #:	N/A

Function

In 2013 the Edmonds City Council approved Ordinance No. 3909 creating an Edmonds Downtown Business Improvement District (aka Edmonds Downtown Alliance). Business Improvement Districts (BID) are special assessment areas established under the Revised Code of Washington (Chapter 35.87.A). They provide a local funding mechanism whereby businesses assess themselves to fund programs related to activities such as beautification, marketing, security, parking, clean-up or administration.


The Edmonds Downtown Alliance (Ed!) has nearly 350 members. Its goal is to ensure the City of Edmonds downtown stays lively, attractive and prosperous. Information about Ed! may be found at <http://edmondsdowntown.org>.

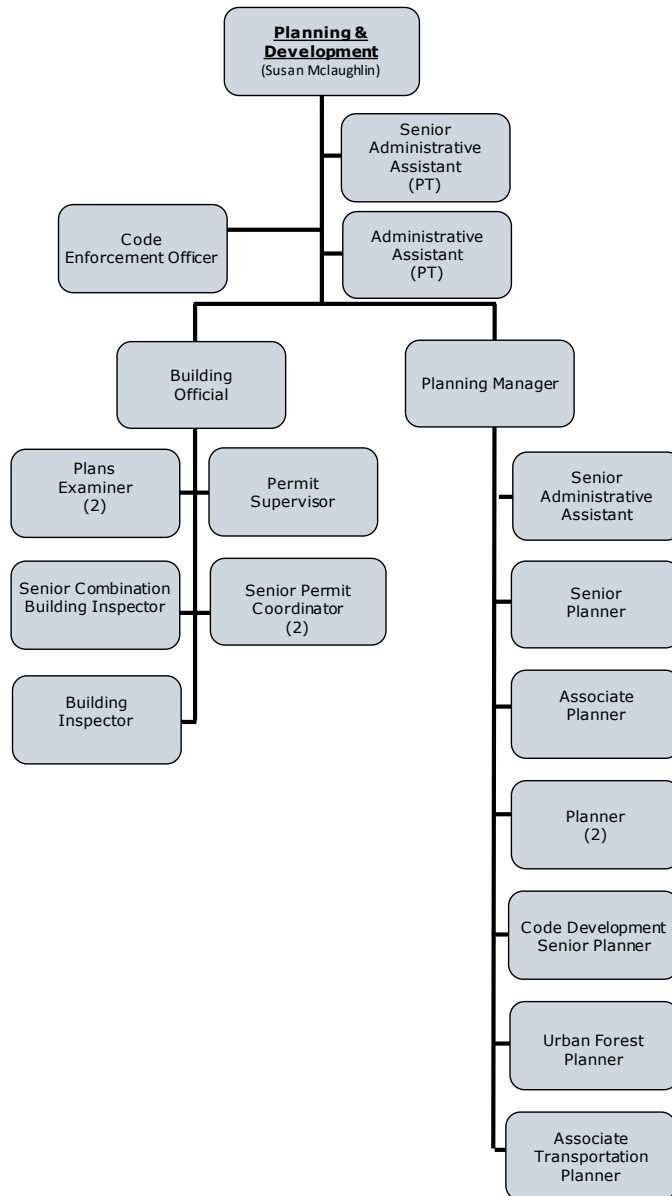
2024 Decision Packages


DP # 12 BID Annual Budget

103,545 One-Time

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Beginning Balance	29,132	39,784	39,784	39,854	70	0%	70	0%
Revenue								
ED! Assessment Fee	90,744	88,575	88,575	79,209	(9,366)	-11%	(9,366)	-11%
Interest from Collec	4	70	70	-	(70)	-100%	(70)	-100%
BID Donations	1,170	-	-	-	N/A	N/A	N/A	N/A
Total Revenues	91,918	88,645	88,645	79,209	(9,436)	-11%	(9,436)	-11%
Expenditures								
Supplies	13,950	4,091	4,091	10,750	6,659	163%	6,659	163%
Professional Service	64,701	78,327	78,327	88,425	10,098	13%	10,098	13%
Miscellaneous	2,615	6,157	6,157	4,370	(1,787)	-29%	(1,787)	-29%
Total Expenditures	81,266	88,575	88,575	103,545	14,970	17%	14,970	17%
Ending Balance	39,784	39,854	39,854	15,518	(24,336)	-61%	(24,336)	-61%

Fund:	General		Fund #:	001
Department:	Planning and Development		Department #:	62
Cost Center	Total Department		Cost Center #:	N/A




Fund:	General		Fund #:	001
Department:	Planning and Development		Department #:	62
Cost Center	Total Department		Cost Center #:	N/A

Position	Number of Full-Time Equivalent (FTE)					
	2019	2020	2021	2022	2023	2024
Planning & Development Director	1.0	1.0	1.0	1.0	1.0	1.0
Code Enforcement Officer	1.0	1.0	1.0	1.0	1.0	1.0
Administrative Assistant	2.0	2.0	2.0	2.0	0.5	0.5
Building Official	1.0	1.0	1.0	1.0	1.0	1.0
Senior Plans Examiner	1.0	-	-	-	-	-
Plans Examiner	1.0	2.0	2.0	2.0	2.0	2.0
Permit Supervisor	-	-	-	1.0	1.0	1.0
Senior Combination Building Inspector	-	-	-	1.0	1.0	1.0
Senior Permit Coordinator	1.0	1.0	1.0	2.0	2.0	2.0
Permit Coordinator	2.0	2.0	2.0	-	-	-
Combo Building Inspector	2.0	2.0	2.0	-	-	-
Building Inspector	-	-	-	1.0	1.0	1.0
Planning Manager	1.0	1.0	1.0	1.0	1.0	1.0
Senior Administrative Assistant	-	-	-	-	1.5	1.5
Environmental Programs Manager	1.0	1.0	1.0	1.0	-	-
Senior Planner	1.0	1.0	1.0	1.0	1.0	1.0
Associate Planner	2.0	1.0	1.0	1.0	1.0	1.0
Planner	1.0	2.0	2.0	2.0	2.0	2.0
Code Development Senior Planner	-	0.5	0.5	1.0	1.0	1.0
Urban Forest Planner	-	-	-	1.0	1.0	1.0
Associate Transportation Planner	-	-	-	-	1.0	1.0
	18.0	18.5	18.5	20.0	20.0	20.0



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Fund:	General		Fund #:	001
Department:	Planning and Development		Department #:	62
Cost Center	Total Department		Cost Center #:	N/A


Mission Statement

The Planning and Development Department’s mission is to enhance our community’s sustainability and quality of life by:

- Planning for long-term needs related to land use, shorelines, climate, transportation, housing, environment, historic preservation, neighborhoods, and economic vitality
- Drafting and implementing codes, policies, plans, and standards related to development and preservation
- Handling all aspects of development permitting with excellent customer service.

Program	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Administration	1,077,643	1,215,644	1,159,999	1,100,159	(59,840)	-5%	(115,485)	-9%
Building Services	1,396,797	1,477,398	1,401,119	1,482,625	81,506	6%	5,227	0%
Planning	1,345,873	2,553,465	1,826,609	1,668,821	(157,788)	-9%	(884,644)	-35%
	3,820,313	5,246,507	4,387,727	4,251,605	(136,122)	-3%	(994,902)	-19%

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Salaries	2,131,840	2,386,281	2,386,281	2,392,750	6,469	0%	6,469	0%
Overtime	9,708	6,300	2,200	1,300	(900)	-41%	(5,000)	-79%
Benefits	718,409	779,173	779,173	869,971	90,798	12%	90,798	12%
Uniforms	143	500	500	500	-	0%	-	0%
Supplies	7,539	12,100	12,100	8,579	(3,521)	-29%	(3,521)	-29%
Minor Equipment	1,986	11,300	10,800	7,300	(3,500)	-32%	(4,000)	-35%
Professional Services	644,939	1,604,184	811,670	577,780	(233,890)	-29%	(1,026,404)	-64%
Communications	16,918	11,500	14,553	14,000	(553)	-4%	2,500	22%
Travel	5,168	7,300	6,000	3,650	(2,350)	-39%	(3,650)	-50%
Rental/Lease	5,479	11,800	11,800	11,800	-	0%	-	0%
Interfund Rental	152,920	210,209	199,790	324,303	124,513	62%	114,094	54%
Repairs/Maintenance	3,170	6,800	6,800	6,800	-	0%	-	0%
Miscellaneous	104,234	199,060	146,060	32,872	(113,188)	-77%	(166,188)	-83%
Lease Payments	3,451	-	-	-	N/A	N/A	N/A	N/A
Equipment	14,409	-	-	-	N/A	N/A	N/A	N/A
	3,820,313	5,246,507	4,387,727	4,251,605	(136,122)	-3%	(994,902)	-19%

Fund:	General		Fund #:	001
Department:	Planning and Development		Department #:	62
Cost Center	Administration		Cost Center #:	524.10

Function

Department administration is under the Director, who provides oversight of the department. This includes ensuring that applicable plans, codes, and polices are implemented and updated as needed, and that the department represents the City with state and regional agencies, as well as with the general public and others. The Code Enforcement Officer reports to the Director and handles code compliance issues; the issues focus on building, zoning, and nuisance complaints. The Administrative Assistants within the Administration Division handle customer contacts by phone and at the counter and handle Department supply orders, payroll and invoicing.

Budget Narrative

Planning and Development Administration consists of the Director, two part-time Administrative Assistants and one Code Enforcement Officer.


Salaries and Benefits	Director, Administrative Assistant(s) and Code Enforcement Officer
Overtime	Coverage during absences or added service demands.
Supplies	Office supplies, forms, copier paper & supplies, publications, cleaning supplies, and occasional refreshments or materials for public meetings.
Minor Equipment	Small tools and minor equipment.
Professional Services	Code updates, planning and special studies.
Communication	Wireless services, phones, postage, fax.
Travel	Lodging, meals, mileage
Rental/Lease	Copier and equipment leases.
Repairs/Maintenance	Office equipment repairs/maintenance.
Miscellaneous	Dues/subscriptions/memberships, registration, training, publications.

2024 Budget Changes


Ongoing changes include an annual adjustment for technology services.
 Council deliberation changes include a reduction of the non-rep COLA from 4.6% to 4%.

2024 Council Changes

Reduce Department Supply Budgets	(3,521)	One-Time
Reduce Department Travel Budgets	(1,250)	One-Time
Reduce Department Miscellaneous Budgets	(990)	One-Time
	<u>(5,761)</u>	

Fund:	General		Fund #:	001
Department:	Planning and Development		Department #:	62
Cost Center	Administration		Cost Center #:	524.10

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Salaries	372,478	392,534	392,534	418,899	26,365	7%	26,365	7%
Overtime	-	1,000	1,000	1,000	-	0%	-	0%
Benefits	110,303	117,848	117,848	163,275	45,427	39%	45,427	39%
Supplies	7,248	12,100	12,100	8,579	(3,521)	-29%	(3,521)	-29%
Minor Equipment	1,241	1,500	1,500	1,500	-	0%	-	0%
Professional Services	455,684	459,920	459,920	414,920	(45,000)	-10%	(45,000)	-10%
Communications	3,452	1,500	1,500	1,500	-	0%	-	0%
Travel	2,843	2,500	2,500	1,250	(1,250)	-50%	(1,250)	-50%
Rental/Lease	5,479	11,800	11,800	11,800	-	0%	-	0%
Interfund Rental	40,970	55,142	52,497	68,626	16,129	31%	13,484	24%
Repair/Maintenance	-	6,800	6,800	6,800	-	0%	-	0%
Miscellaneous	60,085	153,000	100,000	2,010	(97,990)	-98%	(150,990)	-99%
Lease Payment	3,451	-	-	-	N/A	N/A	N/A	N/A
Equipment	14,409	-	-	-	N/A	N/A	N/A	N/A
	1,077,643	1,215,644	1,159,999	1,100,159	(59,840)	-5%	(115,485)	-9%

Fund:	General		Fund #:	001
Department:	Planning and Development		Department #:	62
Cost Center	Building Division		Cost Center #:	524.20

Function

The Building Division provides permitting information, permit intake and issuance, plan review services, field inspection services and building code enforcement for public and private development. The Division determines compliance with State mandated building and related construction codes, local regulations and city ordinances and ensures compliance. The Division also maintains a variety of public information and assistance materials, in both printed and digital form, and assists in maintaining the City website.

Budget Narrative


Salaries & Benefits	One Building Official, one Senior Combo Building Inspector, one Combo Building Inspector, two Plans Examiners, one Permit Coordinator Supervisor, and two Senior Permit Coordinators (8.0 FTE’s)
Overtime	Minor overtime charges to cover peak period workloads.
Uniforms	Boots, field gear, safety equipment, uniforms, raingear.
Minor Equipment	Small tools and minor equipment.
Professional Services	Consultant reviews, engineering evaluations and studies, etc.
Communications	Phones and wireless devices and services.
Travel	Lodging, meals, mileage for meetings or training.
Advertising	Publication of legal notices.
Miscellaneous	Public forms and handouts, reference books, code books, technical software, training, memberships, dues, registrations, conferences, digitization of documents, share of credit card fees, etc.
Interfund Rental	Use of vehicle units #30, #34 and #70.

2024 Budget Changes


Ongoing changes include an annual adjustment for technology services and interfund rental rates. Council deliberation changes include a reduction of the non-rep COLA from 4.6% to 4%.

2024 Council Changes

Reduce Department Travel Budgets	(1,000)	One-Time
Reduce Department Miscellaneous Budgets	<u>(7,698)</u>	One-Time
	(8,698)	

Fund:	General		Fund #:	001
Department:	Planning and Development		Department #:	62
Cost Center	Building Division		Cost Center #:	524.20

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Salaries	864,926	918,990	918,990	945,887	26,897	3%	26,897	3%
Overtime	2,795	-	-	-	N/A	N/A	N/A	N/A
Benefits	313,704	323,068	323,068	355,174	32,106	10%	32,106	10%
Uniforms	143	500	500	500	-	0%	-	0%
Supplies	155	-	-	-	N/A	N/A	N/A	N/A
Minor Equipment	-	7,000	6,500	3,000	(3,500)	-54%	(4,000)	-57%
Professional Services	134,841	119,415	44,750	43,000	(1,750)	-4%	(76,415)	-64%
Communications	8,025	6,000	8,053	8,500	447	6%	2,500	42%
Travel	1,314	2,000	2,000	1,000	(1,000)	-50%	(1,000)	-50%
Interfund Rental	50,980	77,095	73,928	109,932	36,004	49%	32,837	43%
Miscellaneous	19,914	23,330	23,330	15,632	(7,698)	-33%	(7,698)	-33%
	1,396,797	1,477,398	1,401,119	1,482,625	81,506	6%	5,227	0%

Fund:	General		Fund #:	001
Department:	Planning and Development		Department #:	62
Cost Center	Planning Division		Cost Center #:	558.60

Function

The Planning Division administers all City codes related to land use and zoning, and supports the Architectural Design Board, Planning Board, Hearing Examiner, Historic Preservation Commission, and Mayor’s Climate Protection Committee. Planning also assists with the Tree Board. The division coordinates a wide range of land use permits and approvals processed by City staff, the Hearing Examiner, the ADB, the Planning Board, and the City Council. Long-range planning activities include implementation of the State’s Growth Management Act and preparing and updating the Comprehensive Plan, as well as preparing or coordinating sub area and functional plans and sustainability initiatives. The division also maintains the Shoreline Master Program and critical areas regulations and assists in the review of development for compliance with these environmental regulations.

Planning works with community groups to plan and implement specific plan elements, such as business district support and neighborhood planning, and supports and implements development code initiatives. Support services provided to the public and other departments include GIS, mapping and graphics, database development, and land and building inventories – including historic surveys and inventories. The Division also helps maintain the City website.

Budget Narrative

Salaries & Benefits	Planning Manager, two Senior Planners, two Associate Planners, two Planners, an Urban Forest Planner, and an Administrative Assistant. Total 9 FTE.
Overtime	Minor overtime charges to cover peak period workloads.
Minor Equipment	Small tools and minor equipment.
Professional Services	Hearing Examiner, contract Minute Taker, Alliance for Housing Affordability, critical areas and support studies.
Communications	Mobile devices and services.
Travel	Lodging, meals, mileage for meetings or training.
Advertising	Legal notices, meeting agendas, display ads and public mailings.
Miscellaneous	Dues/subscriptions/memberships, training registrations & tuition, printing, resource materials and publications, archiving, remote meeting support, share of credit card fees.
Interfund Rental	Use of vehicle #17.

2024 Budget Changes


Ongoing changes include an annual adjustment for technology services and interfund rental rates. Council deliberation changes include a reduction of the non-rep COLA from 4.6% to 4%.

2024 Decision Packages


DP # 15	Boards and Commission Support	5,900	Ongoing
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2024 Council Changes

Reduce Department Travel Budgets	(1,400)	One-Time
Reduce Department Miscellaneous Budgets	(7,500)	One-Time
	<u>(8,900)</u>	

Fund:	General		Fund #:	001
Department:	Planning and Development		Department #:	62
Cost Center	Planning Division		Cost Center #:	558.60

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Salaries	894,436	1,074,757	1,074,757	1,027,964	(46,793)	-4%	(46,793)	-4%
Overtime	6,913	5,300	1,200	300	(900)	-75%	(5,000)	-94%
Benefits	294,402	338,257	338,257	351,522	13,265	4%	13,265	4%
Supplies	136	-	-	-	N/A	N/A	N/A	N/A
Minor Equipment	745	2,800	2,800	2,800	-	0%	-	0%
Professional Services	54,414	1,024,849	307,000	119,860	(187,140)	-61%	(904,989)	-88%
Communications	5,441	4,000	5,000	4,000	(1,000)	-20%	-	0%
Travel	1,011	2,800	1,500	1,400	(100)	-7%	(1,400)	-50%
Interfund Rental	60,970	77,972	73,365	145,745	72,380	99%	67,773	87%
Repair and Maintenance	3,170	-	-	-	N/A	N/A	N/A	N/A
Miscellaneous	24,235	22,730	22,730	15,230	(7,500)	-33%	(7,500)	-33%
	1,345,873	2,553,465	1,826,609	1,668,821	(157,788)	-9%	(884,644)	-35%

Fund:	Historic Preservation		Fund #:	014
Department:	Planning and Development		Department #:	62
Cost Center	Total Fund		Cost Center #:	557.20

Function

The purpose of this fund is to support the mission of the Edmonds Historic Preservation Commission to promote historic preservation and encourage the owners of historically significant properties to voluntarily add them to the Edmonds Register of Historic Places, to raise awareness and appreciation of local history.


Budget Narrative

Supplies Office supplies, materials for publications and printing.
 Professional Services Professional assistance for producing surveys, publications and educational materials.
 Travel Lodging, meals, mileage for meetings or training.
 Advertising Notices or ads for meetings, events.
 Miscellaneous Dues/subscriptions/memberships, registration, training, publications. Recognition or register plaques and materials.

2024 Decision Packages

DP # 15 Boards and Commission Support 5,801 Ongoing


Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Beginning Balance	16,422	11,701	11,701	11,701	-	0%	-	0%
Revenue								
Total Revenue	-	-	-	-	N/A	N/A	N/A	N/A
Expenditure								
Supplies	-	100	-	100	100	N/A	-	0%
Professional Services	-	200	-	200	200	N/A	-	0%
Miscellaneous	4,721	5,600	-	5,600	5,600	N/A	-	0%
Interfund Transfer	-	-	-	5,801	5,801	N/A	5,801	N/A
Total Expenditure	4,721	5,900	-	11,701	11,701	N/A	5,801	98%
Ending Balance	11,701	5,801	11,701	-	(11,701)	-100%	(5,801)	-100%

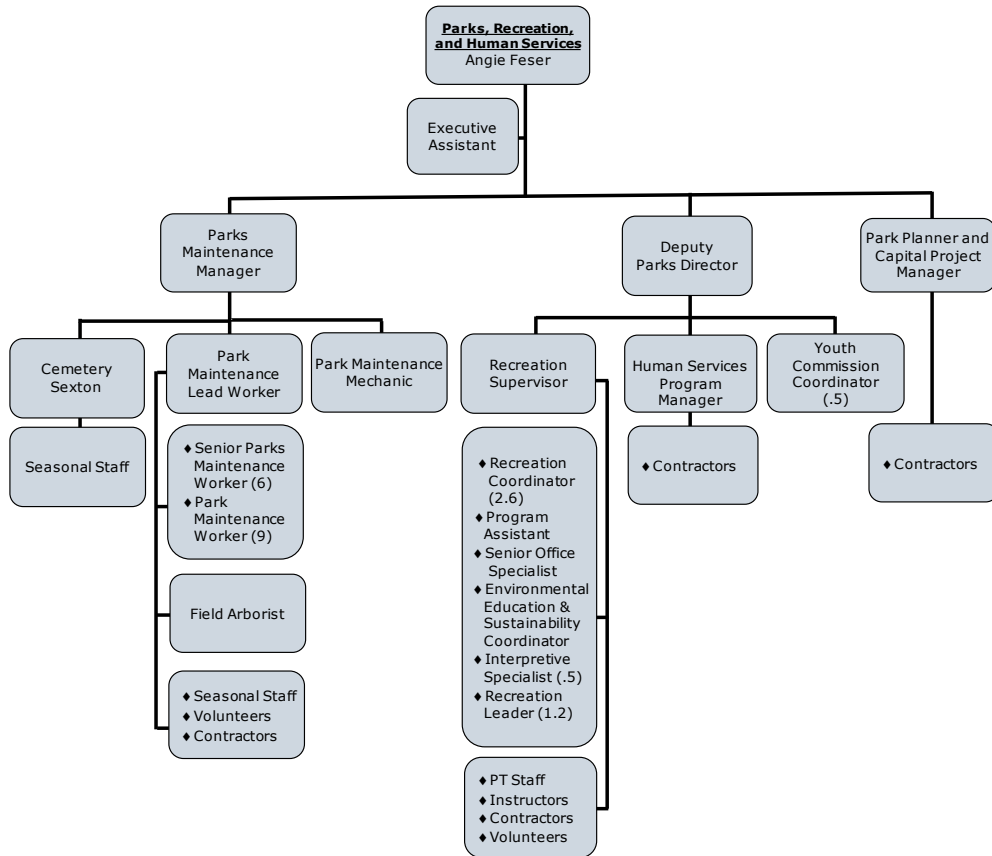
Fund:	Affordable and Supportive Housing		Fund #:	141
Department:	Planning and Development		Department #:	39
Cost Center	Affordable and Supportive Housing		Cost Center #:	N/A


Function

In September 2019 the City Council approved Ordinance 4159 adopting HB 1406, which was passed by the Washington State Legislature as a way to address affordable housing. The Bill, which has been incorporated into Chapter 82.14 RCW, authorizes participating cities to receive a small portion of the state’s sales tax revenue for certain housing purposes. This money may be used for acquiring, rehabilitating, or constructing affordable housing; operations and maintenance of new affordable or supportive housing facilities; and rental housing assistance.

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Beginning Balance	159,413	234,566	234,566	299,566	65,000	28%	65,000	28%
<u>Revenue</u>								
Housing & Related S	75,153	65,000	65,000	65,000	-	0%	-	0%
Total Revenues	75,153	65,000	65,000	65,000	-	0%	-	0%
<u>Expenditures</u>								
Total Expenditures	-	-	-	-	N/A	N/A	N/A	N/A
Ending Balance	234,566	299,566	299,566	364,566	65,000	22%	65,000	22%

Fund:	General		Fund #:	001
Department:	Parks, Recreation & Human Services		Department #:	63 and 64
Cost Center	Total Department		Cost Center #:	N/A




Fund:	General		Fund #:	001
Department:	Parks, Recreation & Human Services		Department #:	63 and 64
Cost Center	Total Department		Cost Center #:	N/A

Position	Number of Full-Time Equivalent (FTE)					
	2019	2020	2021	2022	2023	2024
Parks, Recreation, and Human Services Director	1.0	1.0	1.0	1.0	1.0	1.0
Executive Assistant	1.0	1.0	1.0	1.0	1.0	1.0
Parks Maintenance Manager	1.0	1.0	1.0	1.0	1.0	1.0
Cemetery Sexton	1.0	1.0	1.0	1.0	1.0	1.0
Parks Maintenance Lead Worker	1.0	1.0	1.0	1.0	1.0	1.0
Senior Parks Maintenance Worker	4.0	5.0	5.0	5.0	6.0	6.0
Parks Maintenance Worker	4.0	4.0	4.0	4.0	9.0	9.0
Senior Parks Maintenance Worker - Horticulturist	1.0	-	-	-	-	-
Field Arborist	-	1.0	1.0	1.0	1.0	1.0
Parks Maintenance Mechanic	1.0	1.0	1.0	1.0	1.0	1.0
Deputy Parks Director	1.0	1.0	1.0	1.0	1.0	1.0
Recreation Supervisor	1.0	1.0	1.0	1.0	1.0	1.0
Recreation Coordinator	1.6	2.6	2.6	2.6	2.6	2.6
Environmental Education & Sustainability Coordinator	1.0	1.0	1.0	1.0	1.0	1.0
Senior Office Specialist	1.0	1.0	1.0	1.0	1.0	1.0
Program Assistant	1.0	1.0	1.0	1.0	1.0	1.0
Recreation Leader	1.0	1.2	1.3	2.1	2.1	1.2
Interpretive Specialist	0.5	0.5	0.5	0.5	0.5	0.5
Youth Commission Coordinator	-	0.3	0.3	0.3	0.5	0.5
Human Services Program Manager	-	-	-	0.5	1.0	1.0
Human Services Administrative Assistant	-	-	-	1.0	-	-
Park Planner and Capital Projects Manager	-	-	-	1.0	1.0	1.0
Arts & Cultural Services Program Manager	1.0	1.0	1.0	1.0	-	-
Cultural Arts Program Specialist	1.0	1.0	1.0	1.0	-	-
	25.1	27.6	27.7	30.9	34.7	33.8



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Fund:	General		Fund #:	001
Department:	Parks, Recreation & Human Services		Department #:	63
Cost Center	Human Services		Cost Center #:	518.63 & 557.20

Function

The Human Services Division strives to connect Edmonds residents in need to resources across a variety of issues for the wide demographic spectrum that comprises the City. The Division includes a Program Manager and a contracted partnership with the Compass Health Community Transitions program providing outreach and social work services.

Budget Narrative

Salaries account for one full-time Human Services Program Manager, supplies to provide for basic needs such as food, toiletries and blankets in addition to office supplies for the division office. Professional Services funds are utilized to provide outreach and social services through a contracted partnership with Compass Health and to conduct local social service needs assessments utilized to inform goals and priority setting in the future. Communications funding is intended to be used to produce flyers, brochures and handout material to support connecting people with available services. The travel allocation supports outreach being done in the community traveling to individuals in need.


2024 Budget Changes

Ongoing changes include an annual adjustment for the interfund rental rates.

2024 Council Changes

Reduce Department Supply Budgets	(4,032)	One-Time
Reduce Department Communication Budgets	(1,000)	One-Time
	<u>(5,032)</u>	

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Salaries	81,607	121,292	101,849	121,472	19,623	19%	180	0%
Overtime	3,520	-	-	-	N/A	N/A	N/A	N/A
Benefits	23,528	33,190	29,301	34,330	5,029	17%	1,140	3%
Supplies	5,839	15,000	15,000	10,968	(4,032)	-27%	(4,032)	-27%
Small Equipment	320	-	750	-	(750)	-100%	N/A	N/A
Professional Services	67,516	175,000	145,000	150,000	5,000	3%	(25,000)	-14%
Communications	604	3,000	1,000	2,000	1,000	100%	(1,000)	-33%
Travel	-	500	500	500	-	0%	-	0%
Rental/Lease	176	-	600	-	(600)	-100%	N/A	N/A
Interfund Rental	-	-	-	1,670	1,670	N/A	1,670	N/A
Miscellaneous	-	-	100	-	(100)	-100%	N/A	N/A
Lease Payment	320	-	-	-	N/A	N/A	N/A	N/A
Equipment	7,691	-	-	-	N/A	N/A	N/A	N/A
	191,121	347,982	294,100	320,940	26,840	9%	(27,042)	-8%


Fund:	General		Fund #:	001
Department:	Parks, Recreation & Human Services		Department #:	64
Cost Center	Total Parks & Recreation		Cost Center #:	N/A

Mission Statement

To provide Edmonds citizens with a balanced system of open space, parks, recreation, and cultural arts to ensure a healthy and active quality of life.


Purpose

The Parks and Recreation Department serves as the community’s key resource for providing parks, trails and open spaces, recreation, aquatic facilities and programs, and supports tourism and economic development as well as providing an enhanced quality of life for its citizens. Thousands of participants and visitors join the many programs offered each year. There are 47 city-owned park sites totaling 230 acres, 20,000 square feet of flowerbeds and about one mile of waterfront shoreline in the Edmonds Parks’ system. The Department manages the Edmonds Memorial Cemetery, Youth Commission and Mayor’s Conservation Advisory Commission, supports the Parks & Planning Board and serves as liaison to the Edmonds Library, and the Edmonds Waterfront Center. It also is active with community partnerships with the Edmonds School District, Edmonds Boys and Girls Club, Edmonds College, Edmonds Historic Museum, Sno-King Youth Club, Edmonds Chamber of Commerce, Edmonds Rotary, Olympic Ballet, Edmonds Arts Festival Foundation, Edmonds Montessori, Main Street Kids and, neighboring cities of Mountlake Terrace and Lynnwood, as well as Snohomish County, among other organizations.

Fund:	General		Fund #:	001
Department:	Parks, Recreation & Human Services		Department #:	64
Cost Center	Total Parks & Recreation		Cost Center #:	N/A

Program	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Administration	592,693	670,362	627,006	771,402	144,396	23%	101,040	15%
Rec. & Cultural Services	1,443,303	1,646,451	1,607,627	1,618,548	10,921	1%	(27,903)	-2%
Discovery Programs	64,617	103,087	101,642	100,417	(1,225)	-1%	(2,670)	-3%
Athletics	77,247	106,090	98,590	97,443	(1,147)	-1%	(8,647)	-8%
Day Camp	64,444	111,321	85,165	85,301	136	0%	(26,020)	-23%
Fitness	45,129	51,550	51,050	51,539	489	1%	(11)	0%
Gymnastics	92,979	179,358	168,162	177,002	8,840	5%	(2,356)	-1%
Meadowdale Preschool	101,682	102,732	81,258	97,683	16,425	20%	(5,049)	-5%
Parks Maintenance	2,294,593	3,513,953	3,172,415	3,521,262	348,847	11%	7,309	0%
	4,776,687	6,484,904	5,992,915	6,520,597	527,682	9%	35,693	1%

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Salaries	2,474,307	3,259,091	2,958,976	3,384,355	425,379	14%	125,264	4%
Overtime	28,609	10,000	30,000	10,000	(20,000)	-67%	-	0%
Benefits	832,786	1,064,254	899,605	1,186,609	287,004	32%	122,355	11%
Uniforms	6,805	10,675	10,520	13,755	3,235	31%	3,080	29%
Supplies	215,560	383,800	379,810	348,880	(30,930)	-8%	(34,920)	-9%
Small Equipment	23,826	85,100	84,100	85,100	1,000	1%	-	0%
Professional Services	451,812	662,420	577,843	391,870	(185,973)	-32%	(270,550)	-41%
Communications	15,286	38,070	30,990	34,380	3,390	11%	(3,690)	-10%
Travel	1,324	7,485	5,385	2,805	(2,580)	-48%	(4,680)	-63%
Rental/Lease	121,996	201,390	164,890	213,390	48,500	29%	12,000	6%
Interfund Rental	201,700	299,497	297,216	411,368	114,152	38%	111,871	37%
Public Utility	302,682	331,000	331,000	331,000	-	0%	-	0%
Repair/Maintenance	4,506	29,700	28,950	29,700	750	3%	-	0%
Miscellaneous	76,886	103,180	103,630	77,385	(26,245)	-25%	(25,795)	-25%
Lease Payments	3,495	-	-	-	N/A	N/A	N/A	N/A
Equipment	15,107	(758)	90,000	-	(90,000)	-100%	758	-100%
	4,776,687	6,484,904	5,992,915	6,520,597	527,682	9%	35,693	1%

Fund:	General		Fund #:	001
Department:	Parks, Recreation & Human Services		Department #:	64
Cost Center	Administration		Cost Center #:	571.21

Function

Administration manages park facilities and recreational needs for the City of Edmonds. The program oversees more than 47 sites, 230 acres of parkland and open space, 20,000 square feet of landscaping and flower beds and 73,000 square feet of program space including the Frances Anderson Center, Plaza Room, Meadowdale Community Clubhouse, Yost Pool and the Waterfront Center. The staff develops long range plans for capital assets, park land acquisition and capital development and maintenance. Further, the department administers county, state, and federal grants, manages general fund budgets as well as seven special fund accounts. Administration serves as liaison the Planning Board, Cemetery Board, Tree Board, and the Mayor’s Conservation Advisory Committee, as well as neighboring City, County, and school district jurisdictions.

This cost center includes the Director, one Executive Assistant, a Park Planner/Project Manager and the Youth Commission Coordinator (.5 FTE), and oversees the complete planning and operations of the Parks, Recreation, and Human Services Department as well as operational budget for the Youth Commission.

Budget Narrative

Salaries and benefits are for the Director, Executive Assistant, Park Planner/Project Manager and Youth Commission Coordinator (.50 FTE). Rental /Lease line is for copier rental and leased BNSF property at Marina Beach. Professional services line includes partnerships such as Sound Salmon Solutions and Student Conservation Association and planning projects.

2024 Budget Changes


Council deliberation changes include a reduction of the non-rep COLA from 4.6% to 4%.

2024 Decision Packages


DP # 16 Sound Salmon Solutions Contract Increase 6,000 Ongoing

2024 Council Changes

Reduce Department Supply Budgets	(180)	One-Time
Reduce Department Travel Budgets	(750)	One-Time
Reduce Department Miscellaneous Budgets	(2,500)	One-Time
	<u>(3,430)</u>	

Fund:	General		Fund #:	001
Department:	Parks, Recreation & Human Services		Department #:	64
Cost Center	Administration		Cost Center #:	571.21

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Salaries	305,906	357,398	322,518	522,211	199,693	62%	164,813	46%
Benefits	93,759	113,464	106,488	167,121	60,633	57%	53,657	47%
Supplies	10,216	9,000	9,000	8,820	(180)	-2%	(180)	-2%
Minor Equipment	18,654	2,000	2,000	2,000	-	0%	-	0%
Professional Services	152,993	165,500	165,500	51,500	(114,000)	-69%	(114,000)	-69%
Communications	604	2,000	2,000	2,000	-	0%	-	0%
Travel	34	1,500	1,500	750	(750)	-50%	(750)	-50%
Rental/Lease	3,188	9,500	8,000	9,500	1,500	19%	-	0%
Repair/Maintenance	3,471	-	-	-	N/A	N/A	N/A	N/A
Miscellaneous	3,868	10,000	10,000	7,500	(2,500)	-25%	(2,500)	-25%
	592,693	670,362	627,006	771,402	144,396	23%	101,040	15%

Fund:	General		Fund #:	001
Department:	Parks, Recreation & Human Services		Department #:	64
Cost Center	Recreation		Cost Center #:	571.22

Function

The Recreation division is designed to create and implement recreational programs for the citizens of Edmonds. Staff supervise community recreation, adult enrichment, athletics, aquatics, wellness, outdoor recreation, a summer day camp and a preschool. Staff oversee union employees, contracted and hourly instructors, as well as seasonal employees.

Staff also supervise recreation program registration, facility rentals (picnic shelters, Plaza Room, Frances Anderson Center, Meadowdale Clubhouse and the Waterfront Center), and athletic field rentals.

In addition to ongoing programs, staff members develop and supervise special events throughout the year and participate in numerous community partnerships. Recreation staff provide customer service and oversee marketing and promotion (direct email, mailings, social media, fliers, etc.) for department-wide activities, programs, planning projects, facility updates, etc. Staff members manage the operations of the Frances Anderson Center, Meadowdale Community Clubhouse, Plaza Room, and six tenant leases at the Frances Anderson Center as well as the park concession agreements, which includes the Yost Pool agreement and various recreation programs.

Budget Narrative

The positions covered in the salaries and benefits line include the Deputy Director, Recreation Supervisor, Recreation Coordinators (2), Environmental Education & Sustainability Coordinator, Program Assistant, a Senior Office Specialist, part-time front desk staff and facility attendants. The salary of the facility attendants is recovered by rental revenue.


Contracted program instructors are paid a percentage of their class revenue. Rental/Lease includes fees to utilize the Waterfront Center.

2024 Budget Changes


Ongoing changes include an annual adjustment for technology services and interfund rental rates. Council deliberation changes include a reduction of the non-rep COLA from 4.6% to 4%.

2024 Council Changes

Reduce Department Supply Budgets	(156)	One-Time
Reduce Department Travel Budgets	(1,000)	One-Time
Reduce Department Miscellaneous Budgets	<u>(19,945)</u>	One-Time
	(21,101)	

Fund:	General		Fund #:	001
Department:	Parks, Recreation & Human Services		Department #:	64
Cost Center	Recreation		Cost Center #:	571.22

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Salaries	834,477	815,121	910,465	853,595	(56,870)	-6%	38,474	5%
Benefits	281,232	289,943	209,013	290,096	81,083	39%	153	0%
Supplies	5,743	7,800	7,800	7,644	(156)	-2%	(156)	-2%
Minor Equipment	398	-	-	-	N/A	N/A	N/A	N/A
Professional Services	141,695	227,750	183,143	106,000	(77,143)	-42%	(121,750)	-53%
Communications	3,201	22,150	16,800	20,150	3,350	20%	(2,000)	-9%
Travel	74	2,000	1,000	1,000	-	0%	(1,000)	-50%
Rental/Lease	31,650	90,600	90,600	88,600	(2,000)	-2%	(2,000)	-2%
Interfund Rental	79,090	111,307	109,026	191,628	82,602	76%	80,321	72%
Miscellaneous	62,597	79,780	79,780	59,835	(19,945)	-25%	(19,945)	-25%
Lease Payments	3,146	-	-	-	N/A	N/A	N/A	N/A
	1,443,303	1,646,451	1,607,627	1,618,548	10,921	1%	(27,903)	-2%

Fund:	General		Fund #:	001
Department:	Parks, Recreation & Human Services		Department #:	64
Cost Center	Discovery Programs		Cost Center #:	571.23

Function

Discovery Programs provide interpretive and environmental education opportunities throughout our community including residents, school-age children and visitors to our parks and beaches. In addition, they promote stewardship of Puget Sound, its shoreline, and the surrounding watershed.

This is accomplished in a variety of ways including:

- Environmental education for K-6 classrooms including school visits and field trips to Edmonds beaches and forests.
- Interpretive programs for all ages including day camps, interpretive walks, and other outdoor programming.
- Daily beach patrol by ranger-naturalist Memorial Day through Labor Day.
- Olympic Beach Visitor Station staffed by ranger naturalists and Volunteer Beach Docents.
- Nature themed festivals including the Watershed Fun Fair and the Puget Sound Bird Fest.
- Informational website.
- Stewardship events including Earth Day, beach cleanups, and habitat restoration work parties.

Budget Narrative

Salaries and benefits in this cost center cover the Interpretive Specialist (.5 FTE) and seasonal ranger-naturalists.


2024 Budget Changes

Eliminated one hourly position

2024 Council Changes

Reduce Department Supply Budgets	(26)	One-Time
Reduce Department Travel Budgets	(300)	One-Time
Reduce Department Miscellaneous Budgets	(25)	One-Time
	<u>(351)</u>	

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23	24-23	24-23	24-23
					Estimate	Estimate	Budget	Budget
Salaries	50,695	84,369	84,369	70,957	(13,412)	-16%	(13,412)	-16%
Benefits	8,857	11,263	11,263	22,656	11,393	101%	11,393	101%
Uniforms	912	1,155	1,000	1,155	155	16%	-	0%
Supplies	884	1,300	1,300	1,274	(26)	-2%	(26)	-2%
Professional Services	72	1,300	100	1,000	900	900%	(300)	-23%
Communications	2,844	3,000	3,000	3,000	-	0%	-	0%
Travel	353	600	500	300	(200)	-40%	(300)	-50%
Miscellaneous	-	100	110	75	(35)	-32%	(25)	-25%
	64,617	103,087	101,642	100,417	(1,225)	-1%	(2,670)	-3%

Fund:	General		Fund #:	001
Department:	Parks, Recreation & Human Services		Department #:	64
Cost Center	Athletics		Cost Center #:	571.25

Function

Adult athletic leagues include basketball, softball, senior softball, volleyball and pickleball. The Athletic Program is responsible for managing and scheduling the City’s thirteen ballfields and indoor and outdoor courts for games, practices, and tournaments throughout the year.


Budget Narrative

Professional services include the expenditure of athletic league officials, and contracted instructors. The rental/lease budget line covers the rental of the Gymnasium at Edmonds College for volleyball.

2024 Council Changes

Reduce Department Supply Budgets	(385)	One-Time
Reduce Department Miscellaneous Budgets	(762)	One-Time
	<u>(1,147)</u>	

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Supplies	13,604	19,250	19,250	18,865	(385)	-2%	(385)	-2%
Professional Services	59,027	67,500	60,000	60,000	-	0%	(7,500)	-11%
Rental/Lease	2,065	16,290	16,290	16,290	-	0%	-	0%
Miscellaneous	2,551	3,050	3,050	2,288	(762)	-25%	(762)	-25%
	77,247	106,090	98,590	97,443	(1,147)	-1%	(8,647)	-8%

Fund:	General		Fund #:	001
Department:	Parks, Recreation & Human Services		Department #:	64
Cost Center	Day Camp		Cost Center #:	571.26

Function

Summer day camps support working parent households and provide safe and fun alternatives for Edmonds children. Camp is offered 10 weeks throughout the summer and includes both before and after care. In 2022 and 2023 grants were secured to offset tuition costs for qualifying low-income families and the same is anticipated for 2024.

Budget Narrative

The salaries and benefits cover one employee for thirteen weeks and four full-time seasonal employees for eleven weeks each. Revenue generated from this program will exceed the expenses thus contributing positively to the general fund balance.


2024 Budget Changes

Reduced Recreation Leader position to .25 (was .75), non-school day camps run previously will be conducted through contracted services. Reduced camp staff by one hourly position from five to four.

2024 Council Changes

Reduce Department Supply Budgets (94) One-Time
(94)

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Supplies	47,126	83,866	65,403	51,508	(13,895)	-21%	(32,358)	-39%
Benefits	9,631	15,480	11,787	21,912	10,125	86%	6,432	42%
Uniforms	-	1,400	1,400	1,400	-	0%	-	0%
Supplies	7,687	4,700	4,700	4,606	(94)	-2%	(94)	-2%
Professional Services	-	2,270	-	4,145	4,145	N/A	1,875	83%
Communications	-	1,730	-	1,730	1,730	N/A	-	0%
Travel	-	1,875	1,875	-	(1,875)	-100%	(1,875)	-100%
	64,444	111,321	85,165	85,301	136	0%	(26,020)	-23%

Fund:	General		Fund #:	001
Department:	Parks, Recreation & Human Services		Department #:	64
Cost Center	Fitness		Cost Center #:	571.27

Function

Wellness classes include, but are not limited to Yoga, Tai Chi, Qigong, Tae-Kwon Do, Pilates, Feldenkrais and Kendo. Classes are typically offered at the Frances Anderson Center, Plaza Room and Patio and the Waterfront Center. These classes are led by contracted instructors. The Department provides marketing and registration for these programs.


Budget Narrative

The professional services budget line covers all contracted fitness instructor expenditures. All payments to fitness instructors are based on a percentage of the revenue collected for the class.

2024 Council Changes

Reduce Department Supply Budgets (11) One-Time
(11)

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Supplies	229	550	550	539	(11)	-2%	(11)	-2%
Professional Services	44,776	49,500	49,500	49,500	-	0%	-	0%
Repair/Maintenance	124	1,500	1,000	1,500	500	50%	-	0%
	45,129	51,550	51,050	51,539	489	1%	(11)	0%

Fund:	General		Fund #:	001
Department:	Parks, Recreation & Human Services		Department #:	64
Cost Center	Gymnastics		Cost Center #:	571.28

Function

All classes in the Youth Gymnastics program are designed to provide positive social and physical experiences with an emphasis on development of major motor skills. The participants (ages 2+) enrolled learn at their own pace through step-by-step methods in a safe, and fun environment. Birthday parties, play zones, acrobatics classes, tumbling classes, bars classes and camps round out the comprehensive recreational gymnastics and youth fitness programs.

Budget Narrative

The salaries and benefits are for the coordinator (.6 FTE) and hourly gymnastics instructors. The minor equipment budget line covers replacement mats and related equipment.


2024 Budget Changes

Eliminated six hourly positions.

2024 Council Changes

Reduce Department Supply Budgets	(98)	One-Time
Reduce Department Miscellaneous Budgets	(75)	One-Time
	<u>(173)</u>	

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Salaries	76,973	142,926	138,263	136,843	(1,420)	-1%	(6,083)	-4%
Benefits	14,672	27,932	26,999	33,232	6,233	23%	5,300	19%
Supplies	1,334	4,900	1,500	4,802	3,302	220%	(98)	-2%
Minor Equipment	-	2,000	1,000	2,000	1,000	100%	-	0%
Professional Services	-	800	-	(600)	(600)	N/A	(1,400)	-175%
Repair/Maintenance	-	500	250	500	250	100%	-	0%
Miscellaneous	-	300	150	225	75	50%	(75)	-25%
	92,979	179,358	168,162	177,002	8,840	5%	(2,356)	-1%

Fund:	General		Fund #:	001
Department:	Parks, Recreation, & Human Services		Department #:	64
Cost Center	Meadowdale Preschool		Cost Center #:	571.29

Function

The Meadowdale Preschool Program provides a preschool in the north Edmonds area and utilizes the space at the city-owned Meadowdale Community Clubhouse. This preschool program focuses on activities which enhance social, emotional, cognitive and physical skills to prepare children for Kindergarten. Children enjoy hands-on curriculum in math, science, art, early literacy, music and large motor activities.

Budget Narrative

The salaries and benefits are for the Recreation Leader (.44 FTE), the Preschool Assistant (.44 FTE) and hourly substitute teachers as needed.

2024 Budget Changes


Due to the rising costs and the addition of preschool services in the Edmonds School District this program has declining enrollment and revenue is no longer able to cover expenses. The proposed budget assumes the program will end in June 2024 at the end of the academic calendar year.

Reduction in staff time hours from .8 FTE's to .44 FTE's, reduction in supplies and communication budgets.

2024 Council Changes

Reduce Department Supply Budgets	(70)	One-Time
Reduce Department Travel Budgets	(5)	One-Time
Reduce Department Miscellaneous Budgets	<u>(13)</u>	One-Time
	(88)	

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Salaries	77,897	72,408	54,513	55,590	1,077	2%	(16,818)	-23%
Benefits	13,099	21,374	17,795	37,721	19,926	112%	16,347	76%
Supplies	6,802	6,300	5,710	3,430	(2,280)	-40%	(2,870)	-46%
Professional Services	-	900	900	900	-	0%	-	0%
Communications	1,724	1,690	1,690	-	(1,690)	-100%	(1,690)	-100%
Travel	-	10	10	5	(5)	-50%	(5)	-50%
Miscellaneous	2,160	50	640	37	(603)	-94%	(13)	-26%
	101,682	102,732	81,258	97,683	16,425	20%	(5,049)	-5%

Fund:	General		Fund #:	001
Department:	Parks, Recreation & Human Services		Department #:	64
Cost Center	Parks Maintenance		Cost Center #:	576.80

Function

The purpose of the Parks Maintenance cost center is to provide safe, well maintained, multi-faceted park facilities for the recreation and enjoyment of Edmonds residents as well as park patrons from surrounding areas. There are 47 parks sites maintained on a regular basis. Parks Maintenance maintains six waterfront beach parks, a fishing pier, and 40 community, neighborhood, special use parks and open spaces. General maintenance includes trash and litter removal, City restroom cleaning and sanitation, irrigation, and vegetation maintenance including mowing, trimming and landscape bed upkeep for all City owned landscape beds parks, streets and plazas. Parks also maintains the Veterans, Dayton Street and Hazel Miller Plazas, and Frances Anderson Center Bandshell. Plaza. Parks also maintains Yost Pool year-round and the City Park Spray Park from May thru September.

The Park Maintenance division is responsible for preserving, maintaining and upgrading all playground structures and equipment as needed. The Parks Maintenance crew maintains all Street Trees and trees in city properties. The highly used city-owned baseball and soccer fields provide opportunities for organized youth sports and are maintained by this Division. Parks also assists with numerous City events such as the Urban Craft Fair, Edmonds Arts Festival, 4th of July, Taste Edmonds, Concerts in the Park, Hazel Miller Plaza concerts, Oktoberfest, Anderson Center Egg Hunt, Christmas Tree Lighting, Holiday and Summer Markets and many more small events.

Budget Narrative


Salaries/Benefits	Parks Maintenance Department consists of 13 fulltime positions; the Park Maintenance Manager, Parks Maintenance Lead, Mechanic, Field Arborist, Senior Parks Maintenance Workers (6), Parks Maintenance Workers (9) and seasonal limited term employees (3).
Supplies	Soil, sand, infield mix, fertilizers, herbicides, metal/rebar, mower parts, shop tools, lumber, trash liners, restroom supplies, safety equipment, cleaning and miscellaneous supplies.
Rental Lease	Temporary toilets, power equipment, tool lease and equipment rental.
Public Utility	Includes water/sewer, gas, electricity, fuel, and dump fees.
Professional Service	Tree/stump removal, pest and insect removal.
Repair Maintenance	Equipment repair, maintenance of park system amenities.
Intergovernmental Services	Meadowdale Playfields maintenance.
Interfund Rental	Annual rate for trucks, trailers, tractors, mowers, backhoes, gators, arrow trucks, and wood chipper.

2024 Budget Changes

Ongoing changes include an annual adjustment for the interfund rental rates. Council deliberation changes include a reduction of the non-rep COLA from 4.6% to 4%.

2024 Decision Packages


DP # 17	Parks Maintenance Yard Lease	49,000	Ongoing
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Fund:	General		Fund #:	001
Department:	Parks, Recreation & Human Services		Department #:	64
Cost Center	Parks Maintenance		Cost Center #:	576.80 & 594

2024 Council Changes

Reduce Department Supply Budgets	(6,100)	One-Time
Reduce Department Travel Budgets	(750)	One-Time
Reduce Department Miscellaneous Budgets	<u>(2,475)</u>	One-Time
	<u>(9,325)</u>	


Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Salaries	1,081,233	1,703,003	1,383,445	1,693,651	310,206	22%	(9,352)	-1%
Overtime	28,609	10,000	30,000	10,000	(20,000)	-67%	-	0%
Benefits	411,536	584,798	516,260	613,871	97,611	19%	29,073	5%
Uniforms	5,893	8,120	8,120	11,200	3,080	38%	3,080	38%
Supplies	169,061	330,000	330,000	298,900	(31,100)	-9%	(31,100)	-9%
Minor Equipment	4,774	81,100	81,100	81,100	-	0%	-	0%
Professional Services	53,249	146,900	118,700	119,425	725	1%	(27,475)	-19%
Communications	6,913	7,500	7,500	7,500	-	0%	-	0%
Travel	863	1,500	500	750	250	50%	(750)	-50%
Rental/Lease	85,093	85,000	50,000	99,000	49,000	98%	14,000	16%
Interfund Rental	122,610	188,190	188,190	219,740	31,550	17%	31,550	17%
Public Utility	302,682	331,000	331,000	331,000	-	0%	-	0%
Repair/Maintenance	911	27,700	27,700	27,700	-	0%	-	0%
Miscellaneous	5,710	9,900	9,900	7,425	(2,475)	-25%	(2,475)	-25%
Lease Payments	349	-	-	-	N/A	N/A	N/A	N/A
Equipment - Recreation:	15,107	-	-	-	N/A	N/A	N/A	N/A
Equipment - Facilities	-	(758)	90,000	-	(90,000)	-100%	758	-100%
	2,294,593	3,513,953	3,172,415	3,521,262	348,847	11%	7,309	0%

Fund:	Marsh Restoration & Preservation Fund		Fund #:	017
Department:	Parks, Recreation & Human Services		Department #:	64
Cost Center	Total Fund		Cost Center #:	N/A

Function

The Edmonds Marsh Restoration and Preservation Fund (017) was established through Ordinance No. 4100. The fund was established for the purpose of holding city-provided funds and receiving donations from the citizens for, or in aid of, the cost of operating and restoring the Edmonds Marsh, including the daylighting of Willow Creek.


Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Beginning Balance	848,616	849,766	849,766	849,766	-	0%	-	0%
<u>Revenue</u>								
Contributions	1,150	-	-	-	N/A	N/A	N/A	N/A
Total Revenue	1,150	-	-	-	N/A	N/A	N/A	N/A
<u>Expenditure</u>								
Total Expenditure	-	-	-	-	N/A	N/A	N/A	N/A
Ending Balance	849,766	849,766	849,766	849,766	-	0%	-	0%

Fund:	Youth Scholarship		Fund #:	122
Department:	Parks, Recreation & Human Services		Department #:	64
Cost Center	Total Fund		Cost Center #:	N/A

Function

This Fund was established by Resolution No. 632 for the purpose of assisting children in the City of Edmonds who cannot participate in recreation activities/programs because of financial hardships. The main revenue sources are donations from individuals, groups, special events and gifts.


Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Beginning Balance	14,258	15,208	15,208	15,668	460	3%	460	3%
<u>Revenue</u>								
Investment Interest	(345)	460	460	540	80	17%	80	17%
Contributions	1,617	1,200	150	1,200	1,050	700%	-	0%
Total Revenues	1,272	1,660	610	1,740	1,130	185%	80	5%
<u>Expenditures</u>								
Supplies	322	-	-	-	N/A	N/A	N/A	N/A
Miscellaneous	-	3,000	150	3,000	2,850	1900%	-	0%
Total Expenditures	322	3,000	150	3,000	2,850	1900%	-	0%
Ending Balance	15,208	13,868	15,668	14,408	(1,260)	-8%	540	4%

Fund:	Gifts Catalog		Fund #:	127
Department:	Parks, Recreation & Human Services		Department #:	64
Cost Center	Total Fund		Cost Center #:	N/A

Parks and Recreation 000

This program provides an opportunity for individuals or groups to donate funds for site specific items, such as benches and picnic tables, for use in the City’s park system. The revenue is from contributions and fund interest. Contributions may be considered tax deductible if for “exclusive public purposes.”

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Beginning Balance-000	206,769	63,077	63,077	68,087	5,010	8%	5,010	8%
<u>Revenue</u>								
Investment Interest	(136,607)	5,010	5,010	69,850	64,840	1294%	64,840	1294%
Contributions	98,152	120,000	120,000	120,000	-	0%	-	0%
Total Revenues	(38,455)	125,010	125,010	189,850	64,840	52%	64,840	52%
<u>Expenditure</u>								
Supplies	13,748	120,000	120,000	120,000	-	0%	-	0%
Construction Projects	65,189	-	-	-	N/A	N/A	N/A	N/A
Interfund Transfer Out	26,300	-	-	-	N/A	N/A	N/A	N/A
Total Expenditures	105,237	120,000	120,000	120,000	-	0%	-	0%
Ending Balance-000	63,077	68,087	68,087	137,937	69,850	103%	69,850	103%

Fund:	Gifts Catalog		Fund #:	127
Department:	Parks, Recreation & Human Services		Department #:	64
Cost Center	Total Fund		Cost Center #:	N/A

Art Museum/Memorial Building 100


This program was established for the Cultural Services Division, now part of the Community Services & Economic Development Department, to assist with art projects of a capital nature, such as museum related projects or display facilities. Revenue is from contributions and interest. Contributions may be considered tax deductible if for “exclusive public purposes.

Description	2022 Actual	2023 Budget	2023 Estimate	2024 Budget	\$ Change 24-23 Estimate	% Change 24-23 Estimate	\$ Change 24-23 Budget	% Change 24-23 Budget
Beginning Balance-100	73,326	74,495	74,495	76,805	2,310	3%	2,310	3%
<u>Revenue</u>								
Investment Interest	1,169	2,310	2,310	750	(1,560)	-68%	(1,560)	-68%
Total Revenues	1,169	2,310	2,310	750	(1,560)	-68%	(1,560)	-68%
<u>Expenditure</u>								
Total Expenditures	-	-	-	-	N/A	N/A	N/A	N/A
Ending Balance-100	74,495	76,805	76,805	77,555	750	1%	750	1%

Public Art Donations 200

This program provides an opportunity for individuals or organizations to donate funds to help offset costs of specific public art projects sited in the City of Edmonds, such as the Art Embellished Flower Basket Poles established in 2010 and temporary art projects such as the 4th Avenue luminous forest. Revenue is from contributions and interest. Contributions may be considered tax deductible if for “exclusive public purposes.” The fund is managed by Cultural Services in the Community Services & Economic Development Department.

Description	2022 Actual	2023 Budget	2023 Estimate	2024 Budget	\$ Change 24-23 Estimate	% Change 24-23 Estimate	\$ Change 24-23 Budget	% Change 24-23 Budget
Beginning Balance-200	21,429	23,621	23,621	23,811	190	1%	190	1%
<u>Revenue</u>								
Investment Interest	366	690	690	240	(450)	-65%	(450)	-65%
Contributions	2,000	6,600	6,600	6,600	-	0%	-	0%
Total Revenues	2,366	7,290	7,290	6,840	(450)	-6%	(450)	-6%
<u>Expenditure</u>								
Professional Services	-	6,500	6,500	6,500	-	0%	-	0%
Miscellaneous	174	600	600	600	-	0%	-	0%
Total Expenditures	174	7,100	7,100	7,100	-	0%	-	0%
Ending Balance-200	23,621	23,811	23,811	23,551	(260)	-1%	(260)	-1%

Fund:	Gifts Catalog		Fund #:	127
Department:	Parks, Recreation & Human Services		Department #:	64
Cost Center	Total Fund		Cost Center #:	N/A


Beautification Program 300

This program includes a large donation received in 2022 that conditioned use for flower baskets, corner parks and maintenance. Donations to the beautification program, flower basket and corner park adoptions, for example, will be accounted for here. Expenses that were previously in the General Fund (81) and REET (fund 125) which supported the beautification program have been moved to this fund. Expenses include two FTE’s, two limited-term employees, supplies and related small equipment.

2024 Budget Changes

Ongoing changes include an annual adjustment for the interfund rental rates.

Description	2022 Actual	2023 Budget	2023 Estimate	2024 Budget	\$ Change 24-23 Estimate	% Change 24-23 Estimate	\$ Change 24-23 Budget	% Change 24-23 Budget
Beginning Balance-300	-	2,902,599	2,902,599	2,660,854	(241,745)	-8%	(241,745)	-8%
<u>Revenue</u>								
Investment Interest	22,542	730	730	18,390	17,660	2419%	17,660	2419%
Contributions	2,884,615	-	-	-	N/A	N/A	N/A	N/A
Interfund Transfer In	-	97,150	92,023	-	(92,023)	-100%	(97,150)	-100%
Total Revenues	2,907,157	97,880	92,753	18,390	(74,363)	-80%	(79,490)	-81%
<u>Expenditure</u>								
Salaries/Wages	-	241,455	196,455	269,146	72,691	37%	27,691	11%
Overtime	-	-	5,000	-	(5,000)	-100%	N/A	N/A
Benefits	-	89,033	80,033	127,000	46,967	59%	37,967	43%
Uniforms	-	-	-	2,240	2,240	N/A	2,240	N/A
Supplies	4,558	26,000	35,000	50,000	15,000	43%	24,000	92%
Small Equipment	-	500	500	500	-	0%	-	0%
Professional Services	-	50,000	-	26,000	26,000	N/A	(24,000)	-48%
Interfund Rental	-	17,510	17,510	16,660	(850)	-5%	(850)	-5%
Total Expenditures	4,558	424,498	334,498	491,546	157,048	47%	67,048	16%
Ending Balance-200	2,902,599	2,575,981	2,660,854	2,187,698	(473,156)	-18%	(388,283)	-15%

Fund:	Cemetery Maintenance/ Improvement		Fund #:	130
Department:	Parks, Recreation & Human Services		Department #:	64
Cost Center	Cemetery		Cost Center #:	N/A


Function

The Cemetery Improvement Fund was established by Ordinance No. 3797. The purpose of this fund is to provide for the day-to-day operations of the Edmonds Memorial Cemetery and Columbarium under the direction of the Cemetery Board, as reviewed and approved by the City Council. Ninety percent of revenue from lot sales, burial and internment fees and donations are designated to this fund. The cemetery is maintained by one FTE year around and one limited term employee which includes landscape maintenance, burials and selling of graves and columbarium niches.

2024 Budget Changes

Ongoing changes include an annual adjustment for the interfund rental rates.


Description	2022 Actual	2023 Budget	2023 Estimate	2024 Budget	\$ Change 24-23 Estimate	% Change 24-23 Estimate	\$ Change 24-23 Budget	% Change 24-23 Budget
Beginning Balance	266,206	268,169	268,169	221,474	(46,695)	-17%	(46,695)	-17%
<u>Revenue</u>								
Resale Items/Taxab	24,939	27,000	37,638	27,000	(10,638)	-28%	-	0%
Cemetery Grave Sale	153,153	116,000	156,870	116,000	(40,870)	-26%	-	0%
Investment Interest	(5,960)	7,960	7,960	9,990	2,030	26%	2,030	26%
Interfund Transfer	40,000	-	-	-	N/A	N/A	N/A	N/A
Total Revenue	212,132	150,960	202,468	152,990	(49,478)	-24%	2,030	1%
<u>Expenditures</u>								
Salaries and Wages	106,164	172,817	137,541	152,092	14,551	11%	(20,725)	-12%
Overtime	1,012	3,500	3,500	3,500	-	0%	-	0%
Benefits	39,659	61,328	54,487	82,132	27,645	51%	20,804	34%
Uniforms	-	1,000	250	1,120	870	348%	120	12%
Supplies	4,115	7,000	5,000	7,000	2,000	40%	-	0%
Resale Items	25,008	20,000	20,000	20,000	-	0%	-	0%
Professional Services	1,695	4,200	4,700	4,200	(500)	-11%	-	0%
Communications	1,724	1,700	1,700	1,700	-	0%	-	0%
Travel	-	500	500	500	-	0%	-	0%
Rental / Lease	32	-	-	-	N/A	N/A	N/A	N/A
Utilities	5,706	5,565	5,565	5,565	-	0%	-	0%
Repairs and Maintenance	3,536	500	500	500	-	0%	-	0%
Miscellaneous	9,741	4,000	6,000	4,000	(2,000)	-33%	-	0%
Interfund Rental	11,690	9,420	9,420	8,250	(1,170)	-12%	(1,170)	-12%
Lease Payments	87	-	-	-	N/A	N/A	N/A	N/A
Total Expenditures	210,169	291,530	249,163	290,559	41,396	17%	(971)	0%
Ending Balance	268,169	127,599	221,474	83,905	(137,569)	-62%	(43,694)	-34%

Fund:	Cemetery Maintenance Trust		Fund #:	137
Department:	Parks, Recreation & Human Services		Department #:	64
Cost Center	Cemetery		Cost Center #:	N/A

Function

The Cemetery Maintenance Trust Fund was established by Ordinance No. 2596. The purpose of this fund is to provide an ongoing, stable source of funding for the long-term care and capital projects of the municipal cemetery. No fund principal may be expended from this account. Ten percent of revenue from lot sales, burial and interment fees and donations is designated to this fund.

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Beginning Balance	1,107,074	1,103,300	1,103,300	1,108,741	5,441	0%	5,441	0%
<u>Revenue</u>								
Resale Items/Taxab	4,821	3,000	3,764	3,000	(764)	-20%	-	0%
Cemetery Grave Sale	14,967	12,510	15,687	12,510	(3,177)	-20%	-	0%
Investment Interest	(23,562)	35,990	35,990	40,070	4,080	11%	4,080	11%
Total Revenues	(3,774)	51,500	55,441	55,580	139	0%	4,080	8%
<u>Expenditure</u>								
Small Equipment	-	50,000	50,000	25,000	(25,000)	-50%	(25,000)	-50%
Total Expenditures	-	50,000	50,000	25,000	(25,000)	-50%	(25,000)	-50%
Ending Balance	1,103,300	1,104,800	1,108,741	1,139,321	30,580	3%	34,521	3%

Fund:	Tree Fund		Fund #:	143
Department:	Parks, Recreation & Human Services		Department #:	64
Cost Center	Total Fund		Cost Center #:	N/A


Function

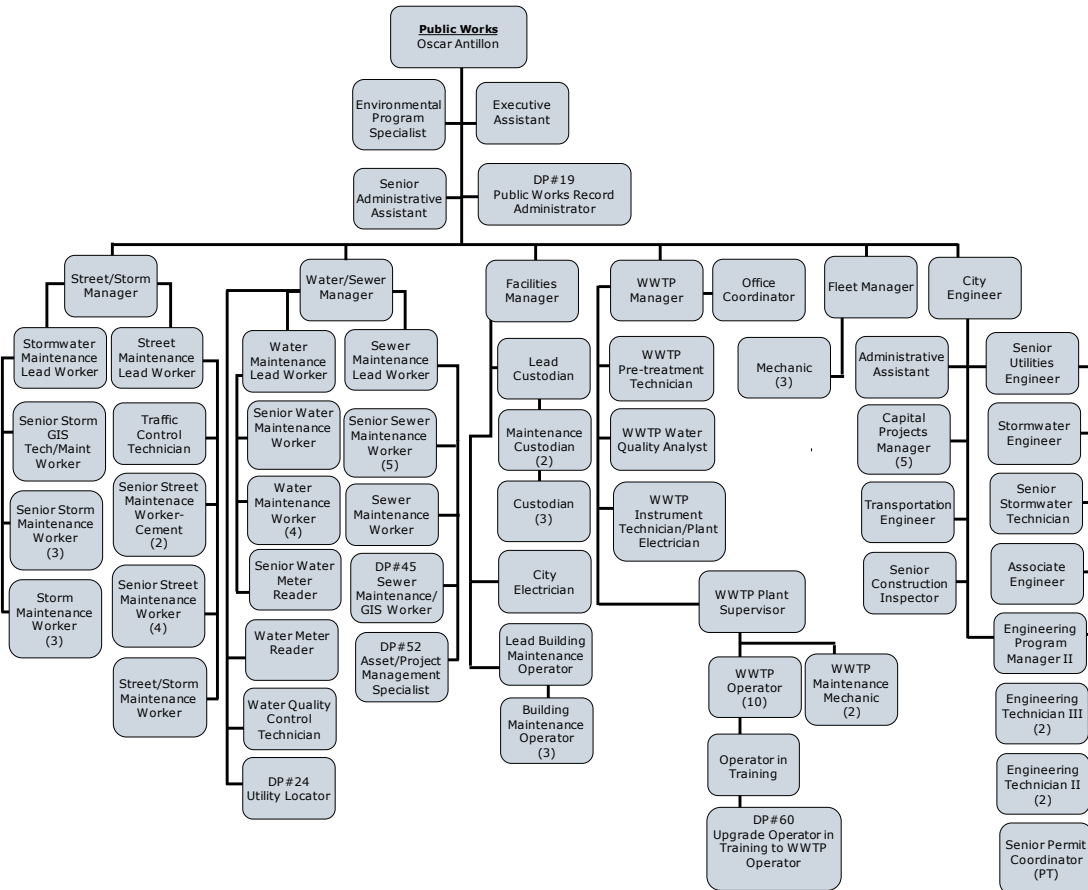
The Tree Fund (143) was established by Ordinance 4218 and amended by Ordinance 4220, and is funded by the fee-in-lieu programs and penalties from critical area violations and tree cutting violations. The Parks, Recreation and Human Services Department will manage the expenditures of Fund 143 while the Planning Department will be responsible for ordinance compliance, violation penalties and fee collection.

2024 Budget Changes


All funding will be acquired through the stipulations as outlined in the tree ordinances to include but not limited to fee-in-lieu program and penalties from critical area violations and tree cutting violations.

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Beginning Balance	20,633	226,300	226,300	201,600	(24,700)	-11%	(24,700)	-11%
<u>Revenue</u>								
Planning & Develop	214,948	214,800	214,800	214,800	-	0%	-	0%
Investment Interest	(9,281)	300	300	6,130	5,830	1943%	5,830	1943%
Total Revenues	205,667	215,100	215,100	220,930	5,830	3%	5,830	3%
<u>Expenditures</u>								
Supplies	-	1,000	1,000	1,000	-	0%	-	0%
Professional Services	-	39,800	39,800	14,800	(25,000)	-63%	(25,000)	-63%
Land	-	199,000	199,000	199,000	-	0%	-	0%
Total Expenditures	-	239,800	239,800	214,800	(25,000)	-10%	(25,000)	-10%
Ending Balance	226,300	201,600	201,600	207,730	6,130	3%	6,130	3%


Fund:	Various		Fund #:	001, 111, 421, 422, 423 & 511
Department:	Public Works & Utilities		Department #:	
Cost Center	Total Department		Cost Center #:	N/A



Position	Number of Full-Time Equivalent (FTE)					
	2019	2020	2021	2022	2023	2024
Public Works Director	1.0	1.0	1.0	1.0	1.0	1.0
Recycling Coordinator	1.0	1.0	1.0	1.0	1.0	-
Environmental Program Specialist	-	-	-	-	-	1.0
Executive Assistant	1.0	1.0	1.0	1.0	1.0	1.0
Senior Administrative Assistant	-	-	-	-	1.0	1.0
Finance Manager	1.0	1.0	1.0	1.0	-	-
Street/Storm Manager	1.0	1.0	1.0	1.0	1.0	1.0
Stormwater Maintenance Lead Worker	1.0	1.0	1.0	1.0	1.0	1.0
Senior Storm GIS Tech/Maint Worker	1.0	1.0	1.0	1.0	1.0	1.0
Senior Storm Maintenance Worker	3.0	3.0	3.0	2.0	3.0	3.0
Storm Maintenance Worker	3.0	3.0	3.0	4.0	3.0	3.0
Street Maintenance Lead Worker	1.0	1.0	1.0	1.0	1.0	1.0
Traffic Control Technician	1.0	1.0	1.0	1.0	1.0	1.0
Senior Street Maintenance Worker-Cement	-	2.0	2.0	2.0	2.0	2.0
Senior Street Maintenance Worker	4.0	4.0	4.0	4.0	4.0	4.0
Street/Storm Maintenance Worker	3.0	1.0	1.0	1.0	1.0	1.0

Fund:	Various		Fund #:	001, 111, 421, 422, 423 & 511
Department:	Public Works & Utilities		Department #:	
Cost Center	Total Department		Cost Center #:	N/A

Position (Continued)	Number of Full-Time Equivalent (FTE)					
	2019	2020	2021	2022	2023	2024
Water/Sewer Manager	1.0	1.0	1.0	1.0	1.0	1.0
Water Maintenance Lead Worker	1.0	1.0	1.0	1.0	1.0	1.0
Senior Water Maintenance Worker	4.0	4.0	3.0	3.0	1.0	1.0
Water Maintenance Worker	2.0	1.0	2.0	2.0	4.0	4.0
Water Meter Reader	1.0	2.0	2.0	2.0	1.0	1.0
Senior Water Meter Reader	-	-	-	-	1.0	1.0
Water Quality Control Technician	1.0	1.0	1.0	1.0	1.0	1.0
Sewer Maintenance Lead Worker	1.0	1.0	1.0	1.0	1.0	1.0
Senior Sewer Maintenance Worker	5.0	5.0	5.0	5.0	5.0	5.0
Sewer Maintenance Worker	1.0	1.0	1.0	1.0	1.0	1.0
Facilities Manager	1.0	1.0	1.0	1.0	1.0	1.0
Lead Custodian	1.0	1.0	1.0	1.0	1.0	1.0
Maintenance Custodian	3.0	2.0	2.0	1.0	2.0	2.0
Custodian	2.0	3.0	3.0	4.0	3.0	3.0
City Electrician	1.0	1.0	1.0	1.0	1.0	1.0
Lead Building Maintenance Operator	-	-	-	-	1.0	1.0
Building Maintenance Operator	3.0	3.0	3.0	4.0	3.0	3.0
WWTP Manager	1.0	1.0	1.0	1.0	1.0	1.0
Office Coordinator	1.0	1.0	1.0	1.0	1.0	1.0
WWTP Pre-Treatment Technician	1.0	1.0	1.0	1.0	1.0	1.0
Senior WWTP Laboratory Technician	1.0	1.0	1.0	1.0	-	-
WWTP Water Quality Analyst	-	-	-	-	1.0	1.0
Senior WWTP Instrument Technician/Plant Electrician	1.0	1.0	1.0	1.0	-	-
WWTP Instrument Technician/Plant Electrician	-	-	-	-	1.0	1.0
WWTP Plant Supervisor	1.0	1.0	1.0	1.0	1.0	1.0
WWTP Lead Operator	1.0	-	-	-	-	-
WWTP Operator	6.0	7.0	7.0	10.0	10.0	11.0
Senior WWTP Mechanic	1.0	1.0	1.0	-	-	-
WWTP Maintenance Mechanic	2.0	2.0	2.0	2.0	2.0	2.0
Operator in Training	-	1.0	1.0	1.0	1.0	-
Fleet Manager	1.0	1.0	1.0	1.0	1.0	1.0
Senior Mechanic	1.0	1.0	1.0	1.0	-	-
Mechanic	1.0	1.0	1.0	1.0	3.0	3.0
City Engineer	1.0	1.0	1.0	1.0	1.0	1.0
Administrative Assistant	2.0	2.0	2.0	2.0	1.0	1.0
Capital Projects Manager	4.0	4.0	4.0	4.0	5.0	5.0
Transportation Engineer	1.0	1.0	1.0	1.0	1.0	1.0
Senior Construction Inspector	1.0	1.0	1.0	1.0	1.0	1.0
Senior Utilities Engineer	1.0	1.0	1.0	1.0	1.0	1.0
Stormwater Engineer	1.0	1.0	1.0	1.0	1.0	1.0
Senior Stormwater Technician	-	-	-	-	1.0	1.0
Stormwater Technician	1.0	1.0	1.0	1.0	-	-
Associate Engineer	1.0	1.0	1.0	1.0	1.0	1.0
Engineering Program Manager II	1.0	1.0	1.0	1.0	1.0	1.0
Engineering Technician III	2.0	2.0	2.0	2.0	2.0	2.0
Engineering Technician II	2.0	2.0	2.0	2.0	2.0	2.0
Senior Permit Coordinator	0.5	0.5	0.5	0.5	0.5	0.5
Public Works Record Administrator	-	-	-	-	-	1.0
Utility Locator	-	-	-	-	-	1.0
Sewer Maintenance/GIS Worker	-	-	-	-	-	1.0
Asset/Project Management Specialist	-	-	-	-	-	1.0
	87.5	88.5	88.5	91.5	92.5	96.5


Fund:	Various		Fund #:	001, 111, 421, 422, 423 & 511
Department:	Public Works & Utilities		Department #:	
Cost Center	Total Department		Cost Center #:	N/A

Mission Statement

The Department of Public Works & Utilities is dedicated to providing the highest quality services to our customers, citizens, City employees, business owners, and visitors. The Department strives to enhance reliability and performance of the City’s infrastructure while maintaining a safe, clean, and healthy environment.


Purpose

The Department of Public Works & Utilities is responsible for the operations and maintenance of the City’s physical infrastructure, including street transportation networks; rights-of-way; and traffic control systems; storm and surface water drainage systems and environmental pollutant discharge mitigation; municipal-owned buildings and other facilities; potable water distribution systems and water quality control; sewerage conveyance and collection systems; secondary wastewater treatment plant management; and maintenance of the City’s vehicle fleet.

Fund:	General		Fund #:	001
Department:	Public Works		Department #:	65, 66,67
Cost Center	Administration, Facilities, Engineering		Cost Center #:	Various

Program	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Administration	266,949	667,581	662,014	722,426	60,412	9%	54,845	8%
Engineering	890,686	3,615,509	3,570,989	3,777,853	206,864	6%	162,344	4%
Facilities Maintenance	2,667,321	4,877,452	3,935,410	2,638,179	(1,297,231)	-33%	(2,239,273)	-46%
	3,824,956	9,160,542	8,168,413	7,138,458	(1,029,955)	-13%	(2,022,084)	-22%

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Salaries	1,421,992	4,078,669	3,955,531	4,070,248	114,717	3%	(8,421)	0%
Overtime	3,545	14,200	14,200	14,200	-	0%	-	0%
Benefits	544,537	1,418,570	1,395,666	1,497,143	101,477	7%	78,573	6%
Uniforms	5,352	6,450	9,000	6,450	(2,550)	-28%	-	0%
Supplies	82,514	133,600	133,600	120,240	(13,360)	-10%	(13,360)	-10%
Minor Equipment	6,147	6,200	6,700	6,200	(500)	-7%	-	0%
Professional Services	203,029	432,040	302,040	232,040	(70,000)	-23%	(200,000)	-46%
Communications	39,172	37,050	35,550	37,050	1,500	4%	-	0%
Travel	381	2,100	2,800	2,550	(250)	-9%	450	21%
Rental/Lease	(58,595)	14,900	14,400	14,900	500	3%	-	0%
Interfund Rental	310,600	328,898	313,461	521,712	208,251	66%	192,814	59%
Public Utility	324,291	327,800	327,800	327,800	-	0%	-	0%
Repair/Maintenance	413,867	447,100	445,500	241,500	(204,000)	-46%	(205,600)	-46%
Miscellaneous	23,849	77,400	76,600	46,425	(30,175)	-39%	(30,975)	-40%
Lease Payment	3,041	-	-	-	N/A	N/A	N/A	N/A
Capital	501,234	1,835,565	1,135,565	-	(1,135,565)	-100%	(1,835,565)	-100%
	3,824,956	9,160,542	8,168,413	7,138,458	(1,029,955)	-13%	(2,022,084)	-22%

Fund:	General		Fund #:	001
Department:	Public Works		Department #:	65
Cost Center	Administration		Cost Center #:	518.20

Function

Provide overall coordination and control of Public Works & Utilities Department services and asset management of the City’s streets, drainage, water and sewer utilities, facilities and building maintenance, fleet maintenance and the wastewater treatment plant. Provide initial point of contact for citizen concerns or requests for public works services. Provide direction to the Engineering Division in the planning and delivery of capital improvement and replacement projects for the City’s infrastructure. Partner with the Finance Department in managing budgets for the Combined Utility (drainage, water and sewer), Equipment Rental, Street, and Building Maintenance Funds. Coordinate with emergency management officials on disaster response and recovery operations.

Budget Narrative


Salary and Benefits	Includes the Director of Public Works & Utilities (1 FTE), an Executive Assistant (1 FTE), and an Administrative Assistant (.65 FTE). A percentage of these salaries are reimbursed by the Utility Enterprise Funds.
Supplies	Materials, supplies, and small equipment germane to general office administration.
Professional Services	Public lobby floor mat cleaning and replacement.
Communications	Charges and fees for telecommunications, both mobile and land based.
Travel	Travel to meetings, conferences, seminars, training, etc.
Rental/Lease	Multipurpose copy/scan/fax machine lease and maintenance.
Interfund Rental	Use of one Toyota Prius from Public Works motor pool.
Public Utility	Administration portion of water, sewer, storm drainage, natural gas, electricity, waste disposal and recycling services for Public Works Operations and Maintenance Center.
Repair/Maintenance	Costs for minor repairs of office equipment and facilities.
Miscellaneous	Snohomish County Committee for Improved Transportation and other municipal association memberships, employee training, licensing, and certification, periodicals, publications, and other miscellaneous expenses.

2024 Budget Changes


Ongoing changes include an annual adjustment for technology services and interfund rental rates. Council deliberation changes include a reduction of the non-rep COLA from 4.6% to 4%.

2024 Council Changes

Reduce Department Supply Budgets	(860)	One-Time
Reduce Department Travel Budgets	(110)	One-Time
Reduce Department Miscellaneous Budgets	(1,225)	One-Time
	<u>(2,195)</u>	

Fund:	General		Fund #:	001
Department:	Public Works		Department #:	65
Cost Center	Administration		Cost Center #:	518.20

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Salaries	121,007	409,700	409,700	422,773	13,073	3%	13,073	3%
Overtime	-	200	200	200	-	0%	-	0%
Benefits	52,363	150,075	150,075	128,003	(22,072)	-15%	(22,072)	-15%
Supplies	6,203	8,600	8,600	7,740	(860)	-10%	(860)	-10%
Minor Equipment	253	1,000	1,000	1,000	-	0%	-	0%
Professional Services	163	200	200	200	-	0%	-	0%
Communications	598	1,350	1,350	1,350	-	0%	-	0%
Travel	-	500	500	390	(110)	-22%	(110)	-22%
Rental/Lease	936	2,400	2,400	2,400	-	0%	-	0%
Interfund Rental	77,250	84,856	79,289	150,895	71,606	90%	66,039	78%
Public Utility	3,599	2,800	2,800	2,800	-	0%	-	0%
Repair/Maintenance	-	1,000	1,000	1,000	-	0%	-	0%
Miscellaneous	691	4,900	4,900	3,675	(1,225)	-25%	(1,225)	-25%
Equipment	3,886	-	-	-	N/A	N/A	N/A	N/A
	266,949	667,581	662,014	722,426	60,412	9%	54,845	8%

Fund:	General		Fund #:	001
Department:	Public Works		Department #:	66
Cost Center	Facilities Maintenance		Cost Center #:	518.30

Function

Facilities Maintenance maintains and operates all City-owned buildings, which total approximately 325,000 square feet of interior space. Major buildings include City Hall, Maxwell-McGinness Public Safety Complex, Frances Anderson Center, Library and Plaza Room, Public Works and Utilities Operational complex, Fire Stations 16, 17, and 20, Meadowdale Clubhouse, Museum, Wade James Theater, Log Cabin, Boys and Girls Club, and various Parks buildings. Maintenance and repair activities for these buildings include carpentry, flooring, plumbing, locksmithing, electrical, painting, roofing heating/ventilation/cooling, low voltage cabling, and all building security including, cameras and card entry systems and building automated controls, fire/life safety systems, burglar alarms and building automated environmental and lighting systems. In addition, custodial care is provided for approximately 150,000 square feet of areas occupied by City staff and tenants, or areas used by City recreation programs, Edmonds Sno-Isle Library, and South County Fire and Rescue.

Facilities Maintenance also provides the electrical expertise to support the maintenance of the City’s traffic signals, water and wastewater pump stations, and downtown street lights and ancillary support to the waste water treatment plant. Assistance to other City departments, such as Parks and Recreation, remains another key component of the service provided by this division, including construction assistance for Parks and Recreation, such as that provided in past years at Mathey-Ballinger Park, Hazel Miller Park, and City Park. Additionally, this division provides support for the Arts Festival, Independence Day Parade and Fireworks, the Taste, and the Downtown Christmas Tree Lighting Ceremony. In 2023 the Facilities Division will take over repair of seven existing park restroom facilities, previously maintained by Parks and Recreation.

Budget Narrative


This division provides essential support for all City departments and associated programs. The salary and benefits budget includes the Facilities Manager, a City Electrician, a Lead Custodian, a Lead Building Maintenance Operator, three Building Maintenance Operators, two Maintenance Custodians, and three Custodians.

2024 Budget Changes


Ongoing changes include an annual adjustment for the interfund rental rates.
 Council deliberation changes include a reduction of the non-rep COLA from 4.6% to 4%.

2024 Council Changes

Reduce Department Supply Budgets	(12,500)	One-Time
Reduce Department Travel Budgets	(200)	One-Time
Reduce Department Miscellaneous Budgets	<u>(1,250)</u>	One-Time
	<u>(13,950)</u>	

Fund:	General		Fund #:	001
Department:	Public Works		Department #:	66
Cost Center	Facilities Maintenance		Cost Center #:	518.30

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23	24-23	24-23	24-23
Salaries	824,501	1,278,006	1,154,868	1,123,741	(31,127)	-3%	(154,265)	-12%
Overtime	3,545	9,000	9,000	9,000	-	0%	-	0%
Benefits	331,316	458,021	435,117	484,518	49,401	11%	26,497	6%
Uniforms	5,352	4,000	7,000	4,000	(3,000)	-43%	-	0%
Supplies	76,300	125,000	125,000	112,500	(12,500)	-10%	(12,500)	-10%
Minor Equipment	3,671	3,000	4,000	3,000	(1,000)	-25%	-	0%
Professional Services	100,981	293,000	193,000	218,000	25,000	13%	(75,000)	-26%
Communications	27,571	16,000	16,000	16,000	-	0%	-	0%
Travel	-	1,000	1,000	800	(200)	-20%	(200)	-20%
Rental/Lease	-	5,000	5,000	5,000	-	0%	-	0%
Interfund Rental	69,960	76,360	76,360	94,370	18,010	24%	18,010	24%
Public Utility	320,692	325,000	325,000	325,000	-	0%	-	0%
Repair/Maintenance	413,503	443,500	443,500	238,500	(205,000)	-46%	(205,000)	-46%
Miscellaneous	4,878	5,000	5,000	3,750	(1,250)	-25%	(1,250)	-25%
Capital Supplies	8,054	-	-	-	N/A	N/A	N/A	N/A
Capital Professionals	-	195,000	95,000	-	(95,000)	-100%	(195,000)	-100%
Buildings	445,489	500,000	800,000	-	(800,000)	-100%	(500,000)	-100%
Equipment	31,508	340,000	40,000	-	(40,000)	-100%	(340,000)	-100%
Construction Projects	-	800,565	200,565	-	(200,565)	-100%	(800,565)	-100%
	2,667,321	4,877,452	3,935,410	2,638,179	(1,297,231)	-33%	(2,239,273)	-46%

Fund:	General		Fund #:	001
Department:	Public Works		Department #:	67
Cost Center	Engineering		Cost Center #:	518.21

Function

The Engineering Division provides design and construction management services, including field inspection, for the City’s capital construction program. It determines development standards and ensures compliance with these standards during private construction of utilities and roads. The division plans for long-range capital and infrastructure needs for transportation, storm water management, water, and sewer. It prepares and executes architectural and engineering consultant contracts and construction contract bidding documents.

Budget Narrative

Salaries and Benefits	Seventeen and a half (17.5) Full Time Equivalent (FTEs) including City Engineer, Transportation Engineer, Stormwater Engineer, Senior Utilities Engineer, Engineering Program Manager, four Capital Project Managers, four Engineering Technicians, one Stormwater Engineering Technician, Senior Construction Inspector, an Administrative Assistant, an associate engineer, and a part-time permit coordinator.
Uniforms	Boot allowance, rain gear, etc.
Professional Services	Consultant services for special requirements and studies.
Communications	Mobile phones for field staff and air cards for I-pads and laptop computers.
Travel	Travel to meetings, seminars, training, etc.
Repair/Maintenance	Repair/maintenance of copier, plotter, surveying equipment, traffic counters, etc.
Miscellaneous	Bankcard fees for permit transactions, miscellaneous training, conferences, survey software maintenance/tech support, professional publications, MRSC On-Call Rosters, SCCIT, APWA and other memberships and dues, etc.
Interfund Rental	Use of five vehicles and 33% of another staff car.

2024 Budget Changes


Ongoing changes include an annual adjustment for technology services and interfund rental rates. Council deliberation changes include a reduction of the non-rep COLA from 4.6% to 4%.

2024 Decision Packages


DP # 19	Public Works Records Administrator	<u>101,600</u>	Ongoing
		101,600	

2024 Council Changes

Reduce Department Travel Budgets	(340)	One-Time
Reduce Department Miscellaneous Budgets	<u>(13,000)</u>	One-Time
	(13,340)	

Fund:	General		Fund #:	001
Department:	Public Works		Department #:	67
Cost Center	Engineering		Cost Center #:	518.21

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Salaries	476,484	2,390,963	2,390,963	2,523,734	132,771	6%	132,771	6%
Overtime	-	5,000	5,000	5,000	-	0%	-	0%
Benefits	160,858	810,474	810,474	884,622	74,148	9%	74,148	9%
Uniforms	-	2,450	2,000	2,450	450	23%	-	0%
Supplies	11	-	-	-	N/A	N/A	N/A	N/A
Minor Equipment	2,223	2,200	1,700	2,200	500	29%	-	0%
Professional Services	101,885	138,840	108,840	13,840	(95,000)	-87%	(125,000)	-90%
Communications	11,003	19,700	18,200	19,700	1,500	8%	-	0%
Travel	381	600	1,300	1,360	60	5%	760	127%
Rental/Lease	(59,531)	7,500	7,000	7,500	500	7%	-	0%
Interfund Rental	163,390	167,682	157,812	276,447	118,635	75%	108,765	65%
Repair/Maintenance	364	2,600	1,000	2,000	1,000	100%	(600)	-23%
Miscellaneous	18,280	67,500	66,700	39,000	(27,700)	-42%	(28,500)	-42%
Lease Payments	3,041	-	-	-	N/A	N/A	N/A	N/A
Equipment	12,297	-	-	-	N/A	N/A	N/A	N/A
	890,686	3,615,509	3,570,989	3,777,853	206,864	6%	162,344	4%

Fund:	Street		Fund #:	111
Department:	Public Works & Utilities		Department #:	68
Cost Center	Street		Cost Center #:	542

Function

Streets maintains and improves 133 miles of rights-of-way, including street roadways, shoulders and alley base surfaces, traffic markings, signing and signal control devices, sidewalks and bicycle/pedestrian facilities, roadside vegetation control, snow and ice control, and public street and pedestrian lighting.

Budget Narrative

The Salary and Benefit budget includes .5 FTE Street/Stormwater Manager, one Street Maintenance Lead Worker, one Traffic Control Technician, two Senior Street Maintenance/Cement Finishers, four Senior Street Maintenance Workers and a Street Maintenance Worker. The Manager also supervises the Stormwater Division.


2024 Budget Changes

Ongoing changes include an annual adjustment for the debt service allocation, WCIA insurance rates, and the interfund rental rates.


Council deliberation changes include a reduction of the non-rep COLA from 4.6% to 4%.

2024 Decision Packages

DP # 21 Purchase of Brine Machine for Ice Control 70,000 Ongoing

Fund:	Street		Fund #:	111
Department:	Public Works & Utilities		Department #:	68
Cost Center	Street		Cost Center #:	542

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Beginning Balance	951,166	408,684	408,680	446,166	37,486	9%	37,482	9%
<u>Revenue</u>								
TBD Vehicle Fee	688,443	906,000	950,000	1,556,000	606,000	64%	650,000	72%
Street And Curb Permit	6,100	5,000	6,300	5,000	(1,300)	-21%	-	0%
Motor Vehicle Fuel Tax	649,723	660,000	640,000	650,000	10,000	2%	(10,000)	-2%
Transportation Charges	16,765	-	-	-	N/A	N/A	N/A	N/A
Investment Interest	(10,113)	18,210	25,000	18,400	(6,600)	-26%	190	1%
Miscellaneous Revenues	1,256	1,200	1,200	1,200	-	0%	-	0%
Lease Contracts	2,202	-	-	-	N/A	N/A	N/A	N/A
Disposition of Assets	17,500	-	-	-	N/A	N/A	N/A	N/A
Interfund Transfer In	400,000	825,000	825,000	400,000	(425,000)	-52%	(425,000)	-52%
Total Revenues	1,771,876	2,415,410	2,447,500	2,630,600	183,100	7%	215,190	9%
<u>Expenditure</u>								
Salaries	693,767	1,154,552	957,313	974,440	17,127	2%	(180,112)	-16%
Overtime	56,047	38,400	38,400	38,400	-	0%	-	0%
Benefits	342,597	440,911	385,385	444,582	59,197	15%	3,671	1%
Uniforms	5,212	6,000	6,000	6,000	-	0%	-	0%
Supplies	214,356	263,000	190,000	263,000	73,000	38%	-	0%
Small Equipment	3,925	20,000	21,660	90,000	68,340	316%	70,000	350%
Professional Services	20,410	23,210	23,210	23,210	-	0%	-	0%
Communications	7,077	4,500	4,500	4,500	-	0%	-	0%
Training	-	1,000	1,000	1,000	-	0%	-	0%
Rental/Lease	2,879	2,300	2,300	2,300	-	0%	-	0%
Insurance	184,111	126,466	126,466	167,350	40,884	32%	40,884	32%
Public Utility	262,744	273,730	273,730	273,730	-	0%	-	0%
Repairs & Maintenance	44,890	52,000	54,000	52,000	(2,000)	-4%	-	0%
Miscellaneous	3,772	8,000	8,940	8,000	(940)	-11%	-	0%
Buildings	-	25,000	10,000	-	(10,000)	-100%	(25,000)	-100%
Other Improvements	157,061	-	-	-	N/A	N/A	N/A	N/A
Equipment	23,031	-	-	-	N/A	N/A	N/A	N/A
Interfund Rental	287,850	302,430	302,430	309,330	6,900	2%	6,900	2%
Debt Principal	4,263	4,380	4,380	4,420	40	1%	40	1%
Debt Interest	370	300	300	230	(70)	-23%	(70)	-23%
Total Expenditures	2,314,362	2,746,179	2,410,014	2,662,492	252,478	10%	(83,687)	-3%
Ending Balance	408,680	77,915	446,166	414,274	(31,892)	-7%	336,359	432%

Fund:	Water		Fund #:	421
Department:	Operations and Capital		Department #:	74
Cost Center	Water		Cost Center #:	534

Function

Under Public Works & Utilities, the Water Division is responsible for the maintenance and operation of the City’s water distribution system for the constant and safe delivery of potable water to over 10,372 accounts. The Water Division operates and maintains all storage and conveyance facilities including over 138 miles of distribution mains, 18 pressure reducing stations, three 1,500,000 gallon reservoirs, and one 3,000,000 gallon reservoir and pumping station. Nine permanent employees are responsible for the above functions.

Budget Narrative

The Salary and Benefit budget includes the Water/Sewer Manager (0.5 FTE), Water Maintenance Lead Worker, Water Quality Control Technician, two Water Meter Readers, Administrative Assistant (.35 FTE), three Senior Water Maintenance Workers, two Water Maintenance Workers, a Recycling Coordinator, and an allowance for seasonal help.

The operation and maintenance budget for the water division is funded from the water rates. Purchase of water from the Alderwood Water and Wastewater District (AWWD), labor costs, and debt financing for capital projects are the largest expenditure items in this budget. Wages and supplies are needed to properly maintain and provide a reliable and safe drinking water system.


2024 Budget Changes

Ongoing changes include an annual adjustment for the debt service allocation, WCIA insurance rates, technology services, interfund rental rates and the utility overhead allocation.


Council deliberation changes include a reduction of the non-rep COLA from 4.6% to 4% and a utility rate update.

2024 Decision Packages

DP # 19	Public Works Records Administrator	33,867	Ongoing
DP # 22	Utility Customer Merchant Fees	80,000	Ongoing
DP # 23	Water Utility Small Equipment Replacement	8,960	One-Time
DP # 24	Utility Locator Position - PW FTE	46,986	One-Time
DP # 25	Phase 15 WL Replacement (2025)	426,000	One-Time
DP # 26	Yost and Seaview Reservoirs Repairs & Upgrades	850,000	One-Time
DP # 27	2024 Waterline Replacement Overlays	225,000	One-Time
DP # 28	Drinking Water System Model Update	100,000	One-Time
DP # 29	Records Management & Scanning Services	33,333	One-Time
DP # 30	Phase 13 WL Replacement (2023)	10,000	One-Time
DP # 31	Phase 14 WL Replacement (2024)	3,300,000	One-Time
DP # 32	PW Parking Lot Apron Repair & UST Repl.	35,000	One-Time
DP # 72	76th Ave. W @ 220th St. SW Improvements	45,000	One-Time
		<u>5,194,146</u>	

Fund:	Water		Fund #:	421
Department:	Operations and Capital		Department #:	74
Cost Center	Water		Cost Center #:	534

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23	24-23	24-23	23-22
					Estimate	Estimate	Budget	Budget
Beginning Balance	28,727,168	31,888,623	31,888,620	32,049,896	161,276	1%	161,273	1%
<u>Revenue</u>								
Water Sales and Services	10,267,644	11,362,824	10,574,147	11,525,354	951,207	9%	162,530	1%
Investment Interest	(181,953)	18,590	374,000	220,690	(153,310)	-41%	202,100	1087%
Leases Long-Term	31,231	41,500	41,500	41,500	-	0%	-	0%
Miscellaneous Revenues	89,904	200	200	200	-	0%	-	0%
Water Connection Fee	348,134	527,000	390,800	527,000	136,200	35%	-	0%
Total Revenues	10,554,960	11,950,114	11,380,647	12,314,744	934,097	8%	364,630	3%
<u>Expenditure</u>								
Depreciation	759,198	-	-	-	N/A	N/A	N/A	N/A
Salaries	1,136,729	1,205,783	1,108,268	1,126,709	18,441	2%	(79,074)	-7%
Overtime	17,170	24,000	24,000	24,000	-	0%	-	0%
Benefits	389,361	440,577	422,439	505,643	83,204	20%	65,066	15%
Uniforms	3,560	4,000	4,000	4,000	-	0%	-	0%
Supplies	129,031	150,000	150,000	150,000	-	0%	-	0%
Resale Inventory - Water	2,137,891	2,398,000	2,398,000	2,398,000	-	0%	-	0%
Resale Inventory - Supplies	90,846	180,000	180,000	180,000	-	0%	-	0%
Small Equipment	3,795	13,500	13,500	22,460	8,960	66%	8,960	66%
Professional Services	148,887	1,816,598	1,054,000	2,012,303	958,303	91%	195,705	11%
Interfund Services	88,319	440,330	440,330	695,447	255,117	58%	255,117	58%
Communications	33,979	35,000	35,000	35,000	-	0%	-	0%
Training	-	200	200	200	-	0%	-	0%
Excise Tax	1,439,912	1,696,934	1,696,934	1,487,289	(209,645)	-12%	(209,645)	-12%
Rental/Lease	1,846	5,000	5,000	5,000	-	0%	-	0%
Interfund Rental	147,590	197,496	182,952	184,052	1,100	1%	(13,444)	-7%
Insurance	122,359	225,380	225,380	135,625	(89,755)	-40%	(89,755)	-40%
Public Utility	37,023	35,000	35,000	35,000	-	0%	-	0%
Repairs & Maintenance	27,602	71,130	71,130	216,130	145,000	204%	145,000	204%
Miscellaneous	194,131	123,600	223,600	203,600	(20,000)	-9%	80,000	65%
Interfund Transfer Out	-	646,370	646,370	642,130	(4,240)	-1%	(4,240)	-1%
Buildings	-	12,500	12,500	-	(12,500)	-100%	(12,500)	-100%
Equipment	-	10,000	10,000	-	(10,000)	-100%	(10,000)	-100%
Construction Projects	-	1,670,000	1,732,858	2,955,000	1,222,142	71%	1,285,000	77%
Debt Principal	-	362,610	362,610	382,400	19,790	5%	19,790	5%
Debt Interest	483,411	185,300	185,300	168,420	(16,880)	-9%	(16,880)	-9%
Debt Issue Costs	868	-	-	-	N/A	N/A	N/A	N/A
Total Expenditures	7,393,508	11,949,308	11,219,371	13,568,408	2,349,037	21%	1,619,100	14%
Ending Balance	31,888,620	31,889,429	32,049,896	30,796,232	(1,253,664)	-4%	(1,093,197)	-3%

Fund:	Storm Water		Fund #:	422
Department:	Operations and Capital		Department #:	72
Cost Center	Storm		Cost Center #:	531

Function

Storm Drainage Utility staff conduct system maintenance, street sweeping, emergency flooding response, creek maintenance, inspection and monitoring of private stormwater detention systems, and minor capital improvement projects. The Division’s recent focus is to upgrade its services to comply with Federal Clean Water Act requirements and Phase II municipal stormwater permit issued by the State Department of Ecology.

Budget Narrative

The Salary and Benefit budget includes .5 FTE Street/Stormwater Manager, one Stormwater Maintenance Lead Worker, a Senior Storm GIS worker, two Senior Storm Maintenance Workers, and four Storm Maintenance Workers. The Manager also supervises the Street Division.


The Stormwater Maintenance Division program is driven in large part by increasing federal and state regulations. In our pursuit of clean runoff into our streams, lakes, and ultimately Puget Sound, we are employing the latest strategies and best management practices to comply with the Clean Water Act and to pursue the agenda of the Puget Sound Partnership. One of the most effective ways of reducing debris runoff is to collect it before it gets into the system. The best way to do that is an aggressive street sweeping program. We have such a program in place and this budget extends those service levels.

2024 Budget Changes


Ongoing changes include an annual adjustment for the debt service allocation, WCIA insurance rates, technology services, interfund rental rates and the utility overhead allocation. Council deliberation changes include a reduction of the non-rep COLA from 4.6% to 4% and a utility rate update.

2024 Decision Packages

DP # 19	Public Works Records Administrator	33,867	Ongoing
DP # 24	Utility Locator Position - PW FTE	46,987	One-Time
DP # 29	Records Management & Scanning Services	33,333	One-Time
DP # 32	PW Parking Lot Apron Repair & UST Repl.	35,000	One-Time
DP # 33	Waste Disposal	8,000	Ongoing
DP # 34	Edmonds Marsh Water Quality Improvement Project	90,000	One-Time
DP # 35	Lower Perrinville Creek Restoration Project	275,000	One-Time
DP # 36	Phase 5 Storm Maintenance Project (2025)	324,000	One-Time
DP # 37	Storm and Surface Water Comp Plan Update	350,000	One-Time
DP # 38	Perrinville Creek Basin Analysis Update	594,390	One-Time
DP # 39	2024 SD Overlays	315,000	One-Time
DP # 40	Utilities rate increase	2,625	Ongoing
DP # 41	Perrinville Creek Flow Management Projects	100,000	One-Time
DP # 42	Phase 4 Storm Maintenance Project (2024)	1,377,000	One-Time
DP # 43	7317 Lake Ballinger Way Floodplain	120,000	One-Time
DP # 72	76th Ave. W @ 220th St. SW Improvements	18,000	One-Time
DP # 77	88th Ave Overlay and Sidewalk Repair	20,000	One-Time
DP # 80	Elm Way Walkway from 8th Ave. S to 9th Ave. S	4,000	One-Time
		3,747,202	

Fund:	Storm Water		Fund #:	422
Department:	Operations and Capital		Department #:	72
Cost Center	Storm		Cost Center #:	531

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	23-22 Budget
Beginning Balance	15,647,378	18,071,732	18,071,734	19,239,755	1,168,021	6%	1,168,023	6%
<u>Revenue</u>								
Grants	298,719	1,594,668	795,126	673,640	(121,486)	-15%	(921,028)	-58%
Stormwater Sales	6,430,489	7,385,734	6,997,378	7,592,156	594,778	9%	206,422	3%
Illegal Discharge Fine	188	500	500	500	-	0%	-	0%
Investment Interest	(87,649)	16,050	216,950	134,420	(82,530)	-38%	118,370	738%
Leases Long-Term	20,657	18,500	18,500	18,500	-	0%	-	0%
Miscellaneous Revenues	54,352	-	-	-	N/A	N/A	N/A	N/A
Water Connection Fee	15,817	80,000	68,574	80,000	11,426	17%	-	0%
Total Revenues	6,732,573	9,095,452	8,097,028	8,499,216	402,188	5%	(596,236)	-7%
<u>Expenditure</u>								
Depreciation	571,004	-	-	-	N/A	N/A	N/A	N/A
Salaries	1,290,490	1,113,757	991,952	1,013,672	21,720	2%	(100,085)	-9%
Overtime	15,688	26,000	26,000	26,000	-	0%	-	0%
Benefits	436,371	398,973	376,317	413,048	36,731	10%	14,075	4%
Uniforms	7,388	6,500	6,500	6,500	-	0%	-	0%
Supplies	60,281	46,000	46,000	46,000	-	0%	-	0%
Small Equipment	2,090	4,000	5,750	4,000	(1,750)	-30%	-	0%
Professional Services	344,894	2,434,605	1,259,309	2,253,264	993,955	79%	(181,341)	-7%
Interfund Services	65,935	708,840	708,840	947,217	238,377	34%	238,377	34%
Communications	6,547	3,200	3,200	3,200	-	0%	-	0%
Training	1,982	4,300	4,300	4,300	-	0%	-	0%
Excise Taxes	679,163	499,658	499,658	754,196	254,538	51%	254,538	51%
Rental/Lease	1,648	6,000	6,000	6,000	-	0%	-	0%
Interfund Rental	261,150	301,168	287,210	308,693	21,483	7%	7,525	2%
Insurance	82,335	31,679	31,679	110,972	79,293	250%	79,293	250%
Public Utility	14,622	10,500	10,500	13,125	2,625	25%	2,625	25%
Repairs & Maintenance	14,529	189,130	19,130	289,130	270,000	1411%	100,000	53%
Miscellaneous	239,323	232,300	232,300	240,300	8,000	3%	8,000	3%
Interfund Transfer Out	935	283,341	283,341	279,560	(3,781)	-1%	(3,781)	-1%
Land	-	680,000	570,000	-	(570,000)	-100%	(680,000)	-100%
Buildings	-	25,000	25,000	-	(25,000)	-100%	(25,000)	-100%
Equipment	-	56,474	-	-	N/A	N/A	(56,474)	-100%
Construction Projects	-	1,031,645	1,103,191	1,345,000	241,809	22%	313,355	30%
Debt Principal	-	329,760	329,760	338,340	8,580	3%	8,580	3%
Debt Interest	211,842	103,070	103,070	92,640	(10,430)	-10%	(10,430)	-10%
Total Expenditures	4,308,217	8,525,900	6,929,007	8,495,157	1,566,150	23%	(30,743)	0%
Ending Balance	18,071,734	18,641,284	19,239,755	19,243,814	4,059	0%	602,530	3%

Fund:	Sewer / WWTP		Fund #:	423
Department:	Operations & Capital		Department #:	75, 76
Cost Center	Sewer/Treatment Plant		Cost Center #:	535

Function

The Sewer Division is responsible for the maintenance and operation of 14 sanitary sewer pump stations, 3,200 sanitary sewer manholes, and over 186 miles of sanitary sewer mains serving 9,800 customers. Seven permanent employees are responsible for these functions as well as maintenance of 26 grinder pumps.

The Wastewater Treatment Plant Division operates and maintains the City’s wastewater treatment plant and manages the City’s Sewer Pretreatment Program. The plant is a regional facility treating flows from the Cities of Edmonds, Mountlake Terrace, Shoreline and Lynnwood and Olympic View Water and Sewer District. The plant also administers City-executed agreements with other agencies for cost sharing, updates flow records and establishes the basis for participation in O&M and capital project expenses. Staff is also responsible for meeting the permit requirements and regulations of state and federal agencies for plant-generated air emissions, effluent and solids. The Division’s Operations, Maintenance, Laboratory and Administrative sections ensure the facility complies with all applicable standards cost-effectively. The Division’s Pretreatment staff works with the public to protect the sewer infrastructure, the treatment plant and the water quality of Puget Sound by controlling discharges into the collection system.

Budget Narrative


Sewer Operations

The operation and maintenance budget for the sewer division is funded from the sewer rates. Edmonds pays a proportional share for both operations and capital at the Lynnwood treatment plant and at times the Ballinger pump station. The cost of the Lynnwood treatment plant along with debt financing for capital projects are the largest individual non-labor expenses. Labor costs, equipment, and supplies are also required to properly maintain and provide a reliable and odor free sewer collection system.

Treatment Plant Operations

Due to the regional nature of the Treatment Plant, other agencies pay a proportionate share of both operating and capital expenditures. The City of Edmonds pays approximately 50% of both O&M and capital expenses. After taking into consideration significant energy, chemical and fuel savings and reallocating line items to be more accurate, the department will see a slight reduction in O&M expenses and an increase in labor expense in order to attract and retain qualified staff. Plant staff will be challenged in the coming year to find and develop a biochar market and develop a model to capture production expenses for the biochar.

The Capital Program has begun work on the Phase 6 Carbon Recovery project construction, beginning in 2020 and completing in early 2023. While the City has entered into an agreement with the WA State Department of Enterprise Services to ensure the project construction will be completed on time and within budget over the next three years, impacts of the pandemic have affected the project schedule. The Carbon Recovery project will replace the sanitary sewage incinerator (SSI) and associated equipment and is the single best opportunity for the WWTP to meet the goals and objectives of Council Resolution 1389, which commits Edmonds to achieving or exceeding established environmental goals.

Fund:	Sewer / WWTP		Fund #:	423
Department:	Operations & Capital		Department #:	75, 76
Cost Center	Sewer/Treatment Plant		Cost Center #:	535


2024 Budget Changes

Ongoing changes include an annual adjustment for the debt service allocation, WCIA insurance rates, technology services, interfund rental rates and the utility overhead allocation.


Council deliberation changes include a reduction of the non-rep COLA from 4.6% to 4% and a utility rate update.

2024 Decision Packages

DP # 19	Public Works Records Administrator	33,866	Ongoing
DP # 22	Utility Customer Merchant Fees	200,000	Ongoing
DP # 24	Utility Locator Position - PW FTE	46,986	One-Time
DP # 29	Records Management & Scanning Services	33,334	One-Time
DP # 32	PW Parking Lot Apron Repair & UST Repl.	5,000	One-Time
DP # 32	PW Parking Lot Apron Repair & UST Repl.	30,000	One-Time
DP # 44	Sewer Division Shoring Equipment	30,000	One-Time
DP # 45	Sewer Maintenance/GIS Worker	140,959	One-Time
DP # 46	Phase 10 Sewer Replacement (2023)	10,000	One-Time
DP # 47	Phase 12 Sewer Replacement (2025)	363,000	One-Time
DP # 48	Sanitary Sewer Model Update	200,000	One-Time
DP # 49	Phase 11 Sewer Replacement (2024)	2,005,000	One-Time
DP # 50	Cured in Place Pipe Sewer Rehab Phase 4 (2024)	522,000	One-Time
DP # 51	2024 Sanitary Sewer Replacement Overlays	60,000	One-Time
DP # 52	Asset/Project Management Specialist	172,201	Ongoing
DP # 53	O&M Budget Adjustments	488,500	Ongoing
DP # 54	WWTP Primary Clarifier 2 rehab	904,740	One-Time
DP # 55	Gasification Bypass (Class A Solids Production	453,370	One-Time
DP # 56	Carbon Recovery Project (Close-out/Hauling)	753,950	One-Time
DP # 57	Asset Criticality Ranking and Condition Assessment	226,185	One-Time
DP # 58	VFD Upgrades/Replacements	376,975	One-Time
DP # 59	Nutrient Removal Project	3,015,800	One-Time
DP # 60	Position Upgrade - WWTP OIT to WWTP Operator	40,000	One-Time
		<u>10,111,866</u>	

Fund:	Sewer / WWTP		Fund #:	423
Department:	Operations & Capital		Department #:	75, 76
Cost Center	Sewer/Treatment Plant		Cost Center #:	535

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23	24-23	24-23	23-22
					Estimate	Estimate	Budget	Budget
Beginning Balance	60,352,530	62,999,334	62,999,330	62,322,079	(677,251)	-1%	(677,255)	-1%
<u>Revenue</u>								
Other/Non-Bus/Lic/Permit	15,840	12,000	3,850	12,000	8,150	212%	-	0%
Sewer Sales and Services	13,953,593	15,311,054	13,894,950	15,375,077	1,480,127	11%	64,023	0%
Investment Interest	(234,984)	240,720	618,689	398,510	(220,179)	-36%	157,790	66%
Miscellaneous Revenues	135,008	-	-	-	N/A	N/A	N/A	N/A
Gains/Losses	(1,147,480)	-	-	-	N/A	N/A	N/A	N/A
Capital Contributions	2,263,898	526,685	526,685	1,954,507	1,427,822	271%	1,427,822	271%
Sewer Connection Fee	404,797	280,000	198,008	280,000	81,992	41%	-	0%
Interfund Transfer In	-	524,949	524,949	1,999,674	1,474,725	281%	1,474,725	281%
Total Revenues	15,390,672	16,895,408	15,767,131	20,019,768	4,252,637	27%	3,124,360	18%
<u>Expenditure</u>								
Depreciation	2,170,941	-	-	-	N/A	N/A	N/A	N/A
Salaries	2,342,990	3,159,792	2,836,518	3,111,357	274,839	10%	(48,435)	-2%
Overtime	131,671	130,000	130,000	130,000	-	0%	-	0%
Benefits	719,812	1,043,665	940,857	1,199,819	258,962	28%	156,154	15%
Uniforms	10,450	11,500	11,500	11,500	-	0%	-	0%
Supplies	288,900	453,000	453,000	571,500	118,500	26%	118,500	26%
Fuel Consumed	-	20,000	20,000	20,000	-	0%	-	0%
Sewer Inventory	2,019	5,000	5,000	5,000	-	0%	-	0%
Small Equipment	109,150	83,900	83,900	75,000	(8,900)	-11%	(8,900)	-11%
Professional Services	328,699	1,535,719	1,548,155	3,696,324	2,148,169	139%	2,160,605	141%
Interfund Services	137,645	1,052,230	1,052,230	1,115,176	62,946	6%	62,946	6%
Communications	47,615	48,000	48,000	48,000	-	0%	-	0%
Training	510	5,000	5,000	5,000	-	0%	-	0%
Excise Tax	1,109,555	1,026,360	1,026,360	1,338,814	312,454	30%	312,454	30%
Rental/Lease	6,839	9,500	10,000	9,500	(500)	-5%	-	0%
Interfund Rental	307,910	335,478	302,506	428,531	126,025	42%	93,053	28%
Insurance	203,936	360,663	360,663	553,988	193,325	54%	193,325	54%
Public Utility	2,759,772	3,607,060	1,582,060	1,972,060	390,000	25%	(1,635,000)	-45%
Repairs & Maintenance	838,633	728,630	828,630	600,630	(228,000)	-28%	(128,000)	-18%
Miscellaneous	261,699	138,350	360,900	338,350	(22,550)	-6%	200,000	145%
Interfund Transfer Out	-	1,588,089	1,588,089	3,066,814	1,478,725	93%	1,478,725	93%
Buildings	-	12,500	12,500	-	(12,500)	-100%	(12,500)	-100%
Equipment	-	-	-	1,580,000	1,580,000	N/A	1,580,000	N/A
Construction Projects	-	2,976,163	2,596,114	2,202,000	(394,114)	-15%	(774,163)	-26%
Debt Principal	-	289,130	289,130	293,640	4,510	2%	4,510	2%
Debt Interest	959,467	353,270	353,270	347,240	(6,030)	-2%	(6,030)	-2%
Debt Issue Costs	5,658	-	-	-	N/A	N/A	N/A	N/A
Total Expenditures	12,743,871	18,972,999	16,444,382	22,720,243	6,275,861	38%	3,747,244	20%
Ending Balance Total	62,999,330	60,921,743	62,322,079	59,621,604	(2,700,475)	-4%	(1,300,139)	-2%

Fund:	Utility Debt Service Fund		Fund #:	424
Department:	Debt Service Fund		Department #:	71
Cost Center	Total Fund		Cost Center #:	N/A


Function

The Utility Debt Service Fund is used to account for the accumulation of resources for the payment of revenue bond principal, interest, and other related costs.

2024 Budget Changes

Ongoing changes include the annual adjustment for the debt service allocation.

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Beginning Balance	843,961	843,961	843,961	846,001	2,040	0%	2,040	0%
<u>Revenue</u>								
Investment Interest	-	2,040	2,040	7,440	5,400	265%	5,400	265%
Transfer In from 421	-	646,370	646,370	642,130	(4,240)	-1%	(4,240)	-1%
Transfer In from 422	-	280,310	280,310	279,560	(750)	0%	(750)	0%
Transfer In from 423	-	1,063,140	1,063,140	1,067,140	4,000	0%	4,000	0%
Total Revenues	-	1,991,860	1,991,860	1,996,270	4,410	0%	4,410	0%
<u>Expenditure</u>								
Bond Principal	-	840,010	840,010	875,020	35,010	4%	35,010	4%
Bond Interest	-	1,149,810	1,149,810	1,113,810	(36,000)	-3%	(36,000)	-3%
Total Expenditures	-	1,989,820	1,989,820	1,988,830	(990)	0%	(990)	0%
Ending Balance	843,961	846,001	846,001	853,441	7,440	1%	7,440	1%

Fund:	Equipment Rental		Fund #:	511
Department:	Equipment Rental		Department #:	77
Cost Center	Municipal Vehicles and PW Equipment		Cost Center #:	548

Function

The Fleet Maintenance Division is supported by the Equipment Rental Fund. This fund was created and established by ordinance to be used as a revolving fund for expenditures of salaries, benefits, and expenses created by the repair, replacement, purchase, and operation of the City’s vehicle fleet.

Budget Narrative

The Salary and Benefits budget includes the Fleet Manager, Senior Vehicle & Equipment Mechanic and a Vehicle & Equipment Mechanic.

The Division purchases vehicles and equipment through the fund, and rents it to various City departments and other government agencies through contract agreements. The Division repairs and performs the necessary maintenance on all City-owned vehicles and equipment, and maintains each unit’s necessary records.


2024 Budget Changes

Ongoing changes include the annual adjustment for the interfund rental rates and WCIA insurance rates.


Council deliberation changes include a reduction of the non-rep COLA from 4.6% to 4%.

2024 Decision Packages

DP # 61	2024 Vehicle Replacements	475,000	One-Time
DP # 62	Operations Expenditure Increase	<u>13,250</u>	Ongoing
		488,250	

Fund:	Equipment Rental		Fund #:	511
Department:	Equipment Rental		Department #:	77
Cost Center	Municipal Vehicles and PW Equipment		Cost Center #:	548

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Beginning Balance	9,208,511	9,395,801	9,395,798	9,144,158	(251,640)	-3%	(251,643)	-3%
<u>Revenue</u>								
Grants	-	1,545,000	1,545,000	-	(1,545,000)	-100%	(1,545,000)	-100%
Garage Services	4,825	12,000	12,000	12,000	-	0%	-	0%
Other Environmental Services	13,518	-	-	-	N/A	N/A	N/A	N/A
Sales and Services	1,717,747	2,241,000	2,241,000	2,689,730	448,730	20%	448,730	20%
Investment Income	(114,761)	177,740	177,740	-	(177,740)	-100%	(177,740)	-100%
Miscellaneous Revenue	1,135	-	-	-	N/A	N/A	N/A	N/A
Insurance Recovery	20,524	70,000	5,000	5,000	-	0%	(65,000)	-93%
Interfund Transfer	-	298,758	208,000	-	(208,000)	-100%	(298,758)	-100%
Total Revenues	1,642,988	4,344,498	4,188,740	2,706,730	(1,482,010)	-35%	(1,637,768)	-38%
<u>Expenditure</u>								
Depreciation	533,316	-	-	-	N/A	N/A	N/A	N/A
Salaries	255,441	395,171	331,652	425,142	93,490	28%	29,971	8%
Overtime	5,666	2,000	2,000	2,000	-	0%	-	0%
Benefits	69,226	132,345	115,897	155,443	39,546	34%	23,098	17%
Uniforms	1,571	1,500	1,500	1,500	-	0%	-	0%
Supplies	91,607	141,280	149,120	149,120	-	0%	7,840	6%
Fuel Consumed	-	1,000	1,000	1,000	-	0%	-	0%
Resale Supplies	323,766	466,720	448,880	458,880	10,000	2%	(7,840)	-2%
Small Equipment	5,651	58,000	58,000	58,000	-	0%	-	0%
Professional Services	1,471	3,750	4,250	4,500	250	6%	750	20%
Interfund Services	-	43,000	43,000	43,000	-	0%	-	0%
Interfund Rental	9,660	15,970	15,970	15,330	(640)	-4%	(640)	-4%
Communication	2,480	3,000	3,000	3,000	-	0%	-	0%
Travel	-	1,000	1,200	1,000	(200)	-17%	-	0%
Rental/Lease	341	1,500	1,500	1,500	-	0%	-	0%
Insurance	51,903	50,178	58,000	70,797	12,797	22%	20,619	41%
Public Utilities	20,064	14,000	24,000	24,000	-	0%	10,000	71%
Repair and Maintenance	75,668	60,000	60,000	60,000	-	0%	-	0%
Miscellaneous	7,870	12,000	12,000	12,000	-	0%	-	0%
Machinery and Equipment	-	3,655,169	3,109,411	490,000	(2,619,411)	-84%	(3,165,169)	-87%
Total Expenditures	1,455,701	5,057,583	4,440,380	1,976,212	(2,464,168)	-55%	(3,081,371)	-61%
Ending Balance	9,395,798	8,682,716	9,144,158	9,874,676	730,518	8%	1,191,960	14%

Fund:	Building Maintenance		Fund #:	016
Department:	Capital Project Funds		Department #:	N/A
Cost Center	Total Fund		Cost Center #:	N/A

Function

The City Council established this Fund in 1984 to provide money for large maintenance and repair projects and to account for their expenditures. While Fund 016 is not primarily intended for capital improvements, some projects could qualify as Capital Improvement Plan (CIP) expenditures.

Budget Narrative


The maintenance and operation expenses of City-owned buildings depend primarily on the General Fund. Properly maintained City buildings play an integral role to deliver efficient and effective services to Edmonds’ citizens and assist the various City departments in their missions. In 2015, a consultant study was completed that documented the extent of the ongoing needs of City facilities.

2024 Decision Packages


DP # 63	Bond-Funded Deferred Maintenance Projects	660,000	One-Time
DP # 64	Capital Maintenance Projects	<u>80,000</u>	One-Time
		740,000	

2024 Council Changes

Transfer Bond Proceeds for Interest Payment	<u>385,274</u>	One-Time
	385,274	

Fund:	Building Maintenance		Fund #:	016
Department:	Capital Project Funds		Department #:	N/A
Cost Center	Total Fund		Cost Center #:	N/A

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Beginning Balance	4,400,001	4,296,604	4,296,604	3,239,084	(1,057,520)	-25%	(1,057,520)	-25%
<u>Revenue</u>								
Grants	-	-	-	-	N/A	N/A	N/A	N/A
Investment Interest	(89,479)	17,480	17,480	112,290	94,810	542%	94,810	542%
Miscellaneous Revenue	2,154	-	-	-	N/A	N/A	N/A	N/A
Total Revenue	(87,325)	17,480	17,480	112,290	94,810	542%	94,810	542%
<u>Expenditure</u>								
Professional Services	-	121,500	121,500	-	(121,500)	-100%	(121,500)	-100%
Repair & Maintenance	16,072	1,153,500	953,500	740,000	(213,500)	-22%	(413,500)	-36%
Interfund Transfer	-	-	-	385,274	385,274	N/A	385,274	N/A
Total Expenditure	16,072	1,275,000	1,075,000	1,125,274	50,274	5%	(149,726)	-12%
Ending Balance	4,296,604	3,039,084	3,239,084	2,226,100	(1,012,984)	-31%	(812,984)	-27%

Fund:	Street Construction/ Improvement		Fund #:	112
Department:	Capital Project Funds		Department #:	N/A
Cost Center	Total Fund		Cost Center #:	N/A

Function


Fund 112 is used to account for transportation improvement projects funded by a variety of sources, including federal and state transportation grants, motor vehicle fuel tax, impact fees, and Public Works Trust Fund Loans.

2024 Budget Changes


Ongoing changes include the annual adjustment for the debt service allocation.

2024 Decision Packages

DP # 66	2024 Transportation Plan Update	236,085	One-Time
DP # 67	76th Ave. W Overlay from 196th St. SW to OVD	15,000	One-Time
DP # 68	Main St. Overlay from 6th Ave. to 8th Ave	631,552	One-Time
DP # 69	Hwy 99 Revitalization Stage 2	114,000	One-Time
DP # 70	Hwy 99 Revitalization Stage 3	1,290,000	One-Time
DP # 71	Hwy 99 Revitalization Stage 4	1,290,000	One-Time
DP # 72	76th Ave. W @ 220th St. SW Improvements	885,712	One-Time
DP # 73	SR-104 Adaptive System from 236th St. SW to 226th	161,386	One-Time
		<u>4,623,735</u>	

Fund:	Street Construction/ Improvement		Fund #:	112
Department:	Capital Project Funds		Department #:	N/A
Cost Center	Total Fund		Cost Center #:	N/A

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Beginning Balance	2,238,449	2,439,505	2,439,505	3,051,329	611,824	25%	611,824	25%
<u>Revenue</u>								
Grants	4,141,374	8,621,050	7,676,492	3,738,216	(3,938,276)	-51%	(4,882,834)	-57%
Motor Vehicle Fuel Tax	199,126	192,350	192,350	192,350	-	0%	-	0%
Interlocal Revenue	434,042	2,284,900	2,072,747	7,500	(2,065,247)	-100%	(2,277,400)	-100%
Traffic Impact Fees	319,889	1,000,000	492,085	620,000	127,915	26%	(380,000)	-38%
Investment Interest	(68,544)	64,390	64,390	68,930	4,540	7%	4,540	7%
Interfund Transfer In	430,062	204,110	204,110	320,002	115,892	57%	115,892	57%
Total Revenues	5,455,949	12,366,800	10,702,174	4,946,998	(5,755,176)	-54%	(7,419,802)	-60%
<u>Expenditure</u>								
Non Expenditures	39,728	-	-	-	N/A	N/A	N/A	N/A
Salaries	282,084	-	-	-	N/A	N/A	N/A	N/A
Benefits	103,266	-	-	-	N/A	N/A	N/A	N/A
Supplies	242	-	-	-	N/A	N/A	N/A	N/A
Professional Services	1,556,435	3,386,150	2,632,735	3,029,214	396,479	15%	(356,936)	-11%
Interfund Services	15,655	431,830	514,666	290,642	(224,024)	-44%	(141,188)	-33%
Repair and Maintenance	288,369	1,139,535	1,019,917	541,167	(478,750)	-47%	(598,368)	-53%
Intangible Rights to Land	80,838	270,000	270,000	375,000	105,000	39%	105,000	39%
Construction Projects	2,854,571	5,818,580	5,425,432	89,000	(5,336,432)	-98%	(5,729,580)	-98%
Interfund Transfer Out	-	172,650	172,650	320,002	147,352	85%	147,352	85%
Debt Principal	32,474	54,070	54,070	54,070	-	0%	-	0%
Debt Interest	1,231	880	880	610	(270)	-31%	(270)	-31%
Total Expenditures	5,254,893	11,273,695	10,090,350	4,699,705	(5,390,645)	-53%	(6,573,990)	-58%
Ending Balance	2,439,505	3,532,610	3,051,329	3,298,622	247,293	8%	(233,988)	-7%

Fund:	REET 2		Fund #:	125
Department:	Capital Project Funds		Department #:	N/A
Cost Center	Total Fund		Cost Center #:	N/A

Function


REET II dollars may be used for public works capital projects including planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, or improvement of streets, roads, highways, sidewalks, street and road lighting systems, traffic signals, bridges, domestic water systems, storm and sanitary sewer systems, and planning, construction, reconstruction, repair, rehabilitation, or improvement of parks. In addition, REET 2 may be used for maintenance as defined as use of funds for labor and materials that will preserve, prevent the decline of, or extend the useful life of a capital project, but is excluded from routine operations of a capital project.

2024 Decision Packages


DP # 67	76th Ave. W Overlay from 196th St. SW to OVD	5,000	One-Time
DP # 68	Main St. Overlay from 6th Ave. to 8th Ave	158,001	One-Time
DP # 73	SR-104 Adaptive System from 236th St. SW to 226th	25,189	One-Time
DP # 74	2024 Traffic Signal Upgrades	30,290	One-Time
DP # 75	2024 Pedestrian Safety Program	80,770	One-Time
DP # 76	2025 Overlay Program	50,000	One-Time
DP # 77	88th Ave Overlay and Sidewalk Repair	65,000	One-Time
DP # 78	Citywide Bicycle Improvements	10,095	One-Time
DP # 81	2024 Overlay Program	712,500	One-Time
DP # 84	Park Signage & Wayfinding Enhancements (Fund 125)	75,000	One-Time
DP # 85	Ballinger Park ILA with MLT (Fund 125)	200,000	One-Time
DP # 86	Mathay Ballinger Upgrade Completion (Fund 125)	271,300	One-Time
		<u>1,683,145</u>	

2024 Council Changes

Yost Park / Shell Creek Study	250,000	One-Time
Olympic Beach Restroom Renovation	20,000	One-Time
84th Ave. W Walkway from 238th St. SW to 234th St.	<u>37,500</u>	One-Time
	307,500	

Fund:	REET 2		Fund #:	125
Department:	Capital Project Funds		Department #:	N/A
Cost Center	Total Fund		Cost Center #:	N/A

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23	24-23	24-23	24-23
Beginning Balance	4,053,416	3,217,015	3,217,015	1,096,804	(2,120,211)	-66%	(2,120,211)	-66%
Revenue								
Local Real Estate Tax - 2nd Half	1,881,127	2,200,000	1,353,634	1,500,000	146,366	11%	(700,000)	-32%
Investment Interest	(57,399)	120,090	175,000	127,900	(47,100)	-27%	7,810	7%
Total Revenues	1,823,728	2,320,090	1,528,634	1,627,900	99,266	6%	(692,190)	-30%
Expenditure								
Supplies	38,602	-	-	-	N/A	N/A	N/A	N/A
Benefits	13,002	-	-	-	N/A	N/A	N/A	N/A
Supplies	17,885	-	-	-	N/A	N/A	N/A	N/A
Professional Services	974,572	559,197	289,561	674,052	384,491	133%	114,855	21%
Intefund Services	1,946	57,670	247,409	86,241	(161,168)	-65%	28,571	50%
Repair and Maintenance	174,669	1,148,910	991,862	1,132,992	141,130	14%	(15,918)	-1%
Interfund Transfer	-	5,684	5,694	1,060	(4,634)	-81%	(4,624)	-81%
Land - Recreational Facilities	-	200,000	200,000	-	(200,000)	-100%	(200,000)	-100%
Construction Projects	1,439,453	2,343,957	1,914,319	566,300	(1,348,019)	-70%	(1,777,657)	-76%
Total Expenditures	2,660,129	4,315,418	3,648,845	2,460,645	(1,188,200)	-33%	(1,854,773)	-43%
Ending Balance	3,217,015	1,221,687	1,096,804	264,059	(832,745)	-76%	(957,628)	-78%

Fund:	REET 1		Fund #:	126
Department:	Capital Project Funds		Department #:	N/A
Cost Center	Total Fund		Cost Center #:	N/A

Function

REET 1 funds are restricted to capital projects listed in the Capital Facilities Plan (CFP) element of the City’s Comprehensive Plan. Those public work projects include planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation or improvement of streets, roads, highways, sidewalks, street and road lighting system, traffic signals, bridges domestic water systems, storm and sanitary sewer systems, parks, recreational facilities, law enforcement facilities, fire protection facilities, trails, libraries, administrative facilities, judicial facilities and technology infrastructure that is integral to the capital project.

The Reserved Ending Fund Balance includes \$200,000 reserved for Marsh Restoration and \$1,000,000 reserved for the acquisition of Open Space.

2024 Budget Changes


Ongoing changes include the annual adjustment for the debt service allocation.

2024 Decision Packages


DP # 76	2025 Overlay Program	50,000	One-Time
DP # 77	88th Ave Overlay and Sidewalk Repair	65,000	One-Time
DP # 78	Citywide Bicycle Improvements	4,905	One-Time
DP # 79	2024 Traffic Calming Program	82,000	One-Time
DP # 80	Elm Way Walkway from 8th Ave. S to 9th Ave. S	6,000	One-Time
DP # 81	2024 Overlay Program	<u>712,500</u>	One-Time
		920,405	

2024 Council Changes

84th Ave. W Walkway from 238th St. SW to 234th St.	<u>37,500</u>	One-Time
	37,500	

Fund:	REET 1		Fund #:	126
Department:	Capital Project Funds		Department #:	N/A
Cost Center	Total Fund		Cost Center #:	N/A

Description	2022	2023	2023	2024	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	24-23 Estimate	24-23 Estimate	24-23 Budget	24-23 Budget
Beginning Balance	3,313,338	3,949,979	3,949,980	2,791,257	(1,158,723)	-29%	(1,158,722)	-29%
<u>Revenue</u>								
Local Real Estate Tax-1st Half	1,881,127	2,200,000	1,353,634	1,500,000	146,366	11%	(700,000)	-32%
Investment Interest	(94,888)	102,980	102,980	139,520	36,540	35%	36,540	35%
Total Revenues	1,786,239	2,302,980	1,456,614	1,639,520	182,906	13%	(663,460)	-29%
<u>Expenditure</u>								
Salaries	43,303	-	-	-	N/A	N/A	N/A	N/A
Benefits	14,968	-	-	-	N/A	N/A	N/A	N/A
Supplies	37	-	-	-	N/A	N/A	N/A	N/A
Professional Services	551,025	129,432	252,497	208,700	(43,797)	-17%	79,268	61%
Interfund Services	2,371	162,633	295,804	86,591	(209,213)	-71%	(76,042)	-47%
Repair and Maintenance	37,746	578,340	524,753	680,288	155,535	30%	101,948	18%
Land	-	100,000	-	-	N/A	N/A	(100,000)	-100%
Construction Projects	97,639	848,963	733,935	-	(733,935)	-100%	(848,963)	-100%
Interfund Transfer Out	141,084	548,575	548,908	141,026	(407,882)	-74%	(407,549)	-74%
Debt Principal	149,815	155,470	155,470	165,700	10,230	7%	10,230	7%
Debt Interest	111,609	103,970	103,970	97,050	(6,920)	-7%	(6,920)	-7%
Total Expenditures	1,149,597	2,627,383	2,615,337	1,379,355	(1,235,982)	-47%	(1,248,028)	-48%
Preliminary Ending Balance	3,949,980	2,425,576	1,791,257	1,851,422	60,165	3%	(574,154)	-24%
Reserved Ending Balance	-	1,200,000	1,000,000	1,200,000	200,000	20%	-	0%
Ending Balance	3,949,980	3,625,576	2,791,257	3,051,422	260,165	9%	(574,154)	-16%

Fund:	Parks Capital Construction		Fund #:	332
Department:	Capital Projects Fund		Department #:	N/A
Cost Center	Total Fund		Cost Center #:	N/A

Description	2022 Actual	2023 Budget	2023 Estimate	2024 Budget	\$ Change 24-23 Estimate	% Change 24-23 Estimate	\$ Change 24-23 Budget	% Change 24-23 Budget
Beginning Balance	4,113,862	207,683	207,683	728,858	521,175	251%	521,175	251%
<u>Revenue</u>								
Grants	896,923	1,361,272	1,219,037	-	(1,219,037)	-100%	(1,361,272)	-100%
Park Impact Fees	340,455	1,300,000	682,681	300,000	(382,681)	-56%	(1,000,000)	-77%
Investment Interest	34,350	52,630	52,630	16,240	(36,390)	-69%	(36,390)	-69%
Parks Donations	500,000	-	-	-	N/A	N/A	N/A	N/A
Miscellaneous	1,403	-	-	-	N/A	N/A	N/A	N/A
Intrafund Transfer	-	-	675,000	-	(675,000)	-100%	N/A	N/A
Total Revenue	1,773,131	2,713,902	2,629,348	316,240	(2,313,108)	-88%	(2,397,662)	-88%
<u>Expenditure</u>								
Salaries	134,051	-	-	-	N/A	N/A	N/A	N/A
Benefits	47,122	-	-	-	N/A	N/A	N/A	N/A
Supplies	113	-	-	-	N/A	N/A	N/A	N/A
Professional Services	712,987	1,352,620	-	-	N/A	N/A	(1,352,620)	-100%
Interfund Services	7,283	-	-	-	N/A	N/A	N/A	N/A
Interfund Transfers	62,656	-	675,000	-	(675,000)	-100%	N/A	N/A
Construction Projects	4,619,089	805,377	1,335,523	39,535	(1,295,988)	-97%	(765,842)	-95%
Debt Principal	45,000	50,000	50,000	55,000	5,000	10%	5,000	10%
Debt Interest	51,009	47,650	47,650	45,150	(2,500)	-5%	(2,500)	-5%
Total Expenditure	5,679,310	2,255,647	2,108,173	139,685	(1,968,488)	-93%	(2,115,962)	-94%
Ending Balance	207,683	665,938	728,858	905,413	176,555	24%	239,475	36%



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