

City of Edmonds, Washington

2017 Budget



By Janine Harles

Our mission is to provide a high quality of life for residents and businesses, and a legacy for future generations by preserving and enhancing our historic waterfront community

Dave Earling, Mayor

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2017 Budget Message

Members of the City Council, Staff and Citizens of Edmonds:

I am pleased to present to you the City of Edmonds 2017 Budget.

The budget process begins in June of every year. Each year presents new circumstances, opportunities, and challenges depending on various shifts in the economy and needs of the city.

My first budget was not much fun to assemble. The staff and I had to make dramatic reductions as we faced the then, still tough economy coming out of the recession, and the "red ink" in our near future. With those hard decisions, a slow but improving economy, and several strategic decisions, we have made steady upward financial progress with the help of staff, Council, and the business community.

As you may recall in my previous budget messages, I reported we had genuinely improved revenues in 2014 over 2013, and further improved revenues in 2015 which exceeded 2014.

Once again, due to a continued strong economy, I can report our 2016 revenues continue to improve; however, not to the extent of this past year. Our 2016 operating revenues are projected to be 1.4 % higher than our 2015 actual revenues and the 2017 revenues are projected to be 0.9% higher than projected 2016 revenue.

One example of that continued strong economy – as of the end of September, we are \$139,000 ahead of our record sales tax revenue of 2015, with much of the sales tax coming from automobile sales and construction. Another example of continued strength – over the past three years we have added over \$90.7 million in assessed value in new home and commercial construction, with another \$39+ million projected for 2017.

So, while we do have further good revenue news to report and a current strong local economy, I remind us all we are in the eighth year of what often is a ten year recovery cycle. Signals of a slowdown are coming from a variety of levels. Most recently I have heard presentations from the state Office of Financial Management, as well as county and city governments, indicating many of those entities are currently challenged financially.

Another consideration is our contract negotiations with Fire District 1. Progress is being made but final agreement has not yet been reached. The agreement will have financial implications for our budget.

Moving forward, I believe we need to be cautious this next year with how we prioritize spending, focusing on pressing needs.

With that in mind, more attention will need to be paid to important one-time expenditures and work that was deferred as a result of the recession. Chief among the catch-up issues is the need to address serious deferred maintenance on our city-owned buildings. We have valuable assets throughout the city which need attention. This budget sets aside \$400,000 to begin that catch-up.

We will continue our commitment to the street overlay program with an additional \$1.1 M. In addition, we will continue efforts to catch-up on needed important infrastructure deferrals for our water, sewer and stormwater programs; keeping in mind that the state-mandated stormwater regulations will provide challenges as of the first of the year. We will continue to aggressively seek grants to stretch our local dollars.

We will also be making important one-time expenditure improvements to our IT infrastructure. Other examples of critical one-time expenditures include: a housing study in Development Services to identify our community housing needs; moving to a Paperless Court; a local match for further work with the at-grade-crossing issue; and additional dollars for sidewalks.

With the strong 2015 income we added seven new staff positions to address the depleted staff reductions from the recession. However, with the theme of addressing one-time needs as a priority, this year's budget includes the equivalent of four and a quarter full-time new positions; one in Parks for park maintenance, 2 halftime positions in Development Services to handle the ever expanding number of planning and construction projects in the city, a quarter position in Human Resources, and two positions in the Police Department – one which is in Police Services.

The second police position, I am pleased to announce, is in co-operation with the Edmonds School District and is the reinstatement of the School Resource Officer program for Edmonds Woodway High School. We live in volatile times and having our schools safe is an important priority for this community.

Council, as we have done a few times in the past, I recognize you often have special projects you see as important and of great value to the community which have not been included in the budget so, to that end, I have set aside \$100,000 in the 2017 budget for Council's consideration, priorities and allocation.

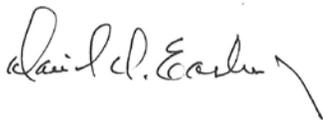
We have made great financial strides these past four years in recovering from the impact of the devastating 2008 recession. Hard decisions in 2012, thoughtful planning and priorities, a recovering economy, and strategic decisions, have led us to a new, revitalized, bustling, and energized community.

Because of the work done and the improvements made over time, Edmonds has become a recognized daytime destination. It has also become an appealing place for families considering relocating, as witnessed by the number of baby carriages and strollers in the community.

Over the past few years we have thoughtfully balanced the need to fill open staff positions with the need to catch up on long ignored one time expenditures. We must maintain that balance. In addition, we must continue our success in winning grants for our larger projects.

And finally: 1) We should approach next year's budget and economy cautiously; 2) The staff and I look forward to working with council and the community to bring the 2017 budget decision to conclusion; and 3) I would be remiss if I did not mention the fine work our Finance Director, his staff and our Director's had in formulating the budget put before you this evening. There has been compromise, hard work, and innovation on all their parts.

Thank you.



David O. Earling
Mayor

ORDINANCE NO. 4054

AN ORDINANCE OF THE CITY OF EDMONDS,
WASHINGTON, ADOPTING THE BUDGET FOR FISCAL
YEAR COMMENCING JANUARY 1, 2017, AND FIXING A
TIME WHEN THE SAME SHALL BECOME EFFECTIVE

WHEREAS, on or before the first business day in the third month prior to the beginning of the fiscal year of 2017, the Finance Director submitted to the Mayor the estimates of revenues and expenditures for the next fiscal year as required by law; and,

WHEREAS, the Mayor reviewed the estimates and made such revisions and/or additions as deemed advisable and prior to sixty days before January 1, 2017, filed the said revised preliminary budget with the City Clerk together with a budget message, as recommendation for the final budget; and

WHEREAS, the City Clerk provided sufficient copies of such preliminary budget and budget message to meet the reasonable demands of taxpayers therefore and published and posted notice of filing and the availability of said preliminary budget together with the date of a public hearing for the purpose of fixing a final budget, all as required by the law; and

WHEREAS, the City Council scheduled hearings on the preliminary budget for the purpose of providing information regarding estimates and programs; and

WHEREAS, the City Council did meet on November 1, 2016 which was on or before the first Monday of the month next preceding the beginning of the ensuing fiscal year, for the purpose of fixing a final budget at which hearing all taxpayers were heard who appeared for or against any part of said budget; and

WHEREAS, following the conclusion of said hearing the City Council made such adoptions and changes as it deemed necessary and proper,

WHEREAS, the Finance Director submitted the Use of Tax Funds Report to Mayor and Council as required by RCW 82.46.015, NOW, THEREFORE;

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

Section 1. Attached hereto and identified as Exhibit A, in summary form, are the totals of estimated revenues and appropriations for each separate fund and the aggregate totals for all such funds combined, and by this reference said Exhibit A is incorporated herein as if set forth in full and the same is hereby adopted in full. The Finance Director is authorized to update year-end fund balances in the final budget document as projected prior to printing the final budget document.

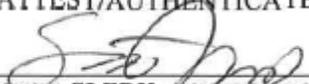
Section 2. A complete copy of the final budget for 2017, as adopted, together with a copy of this adopting ordinance shall be transmitted by the City Clerk to the Division of Municipal Corporations of the Office of the State Auditor and to the Association of Washington Cities.

Section 3. Attached hereto and identified as Exhibit B, Use of Tax Funds Report, and by this reference said Exhibit B is incorporated herein as if set for the in full and the same is hereby adopted in full. The Finance Director is authorized to update actual expenditures in the final report as projected prior to printing the final report document.

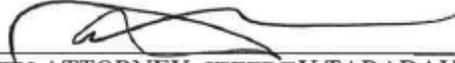
Section 4. This ordinance is a legislative act delegated by statute to the City Council of the City of Edmonds, is not subject to referendum and shall take effect January 1, 2017.

APPROVED

MAYOR, DAVID O. EARLING

ATTEST/AUTHENTICATE:

CITY CLERK, SCOTT PASSEY

APPROVED AS TO FORM:
OFFICE OF THE CITY ATTORNEY:

BY 
CITY ATTORNEY, JEFFREY TARADAY

| | |
|-----------------------------|-------------------|
| FILED WITH THE CITY CLERK: | December 2, 2016 |
| PASSED BY THE CITY COUNCIL: | December 6, 2016 |
| PUBLISHED: | December 11, 2016 |
| EFFECTIVE DATE: | January 1, 2017 |
| ORDINANCE NO. | 4054 |

SUMMARY OF ORDINANCE NO. 4054
of the City of Edmonds, Washington

On the 6th day of December, 2016, the City Council of the City of Edmonds, passed Ordinance No. 4054. A summary of the content of said ordinance, consisting of the title, provides as follows:

AN ORDINANCE OF THE CITY OF EDMONDS, WASHINGTON, RELATING TO THE BUDGET FOR FISCAL YEAR 2017; PROVIDING FOR SEVERABILITY; AND FIXING A TIME WHEN THE SAME SHALL BECOME EFFECTIVE.

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

DATED this 7TH day of December, 2016.


CITY CLERK, SCOTT PASSEY

EXHIBIT "A" 2017 BUDGET SUMMARY BY FUND

| Fund No. | Fund Description | Revenue | Expenditure | Difference (Rev - Exp) * |
|----------|---|----------------------|----------------------|--------------------------|
| 001 | General Fund | \$ 37,753,480 | \$ 39,793,700 | \$ (2,040,220) |
| 009 | LEOFF Medical Insurance Reserve Subfund | 278,630 | 293,460 | (14,830) |
| 011 | Risk Management Reserve Subfund | 6,800 | - | 6,800 |
| 012 | Contingency Reserve Subfund | 44,650 | - | 44,650 |
| 014 | Historic Preservation Gift Fund | 5,030 | 5,400 | (370) |
| 016 | Building Maintenance Subfund | 452,000 | 482,000 | (30,000) |
| 104 | Drug Enforcement Fund | 130,000 | 76,030 | 53,970 |
| 111 | Street Fund | 1,784,200 | 1,922,760 | (138,560) |
| 112 | Street Construction Fund | 5,933,570 | 5,962,970 | (29,400) |
| 117 | Municipal Arts Acquisition Fund | 137,200 | 181,880 | (44,680) |
| 118 | Memorial Tree Fund | 110 | - | 110 |
| 120 | Hotel/Motel Tax Fund | 91,200 | 89,700 | 1,500 |
| 121 | Employee Parking Permit Fund | 24,600 | 26,880 | (2,280) |
| 122 | Youth Scholarship Fund | 1,800 | 2,000 | (200) |
| 123 | Tourism Promotional Arts Fund | 30,450 | 34,700 | (4,250) |
| 125 | REET 2 | 1,311,900 | 2,476,000 | (1,164,100) |
| 126 | Special Capital/Parks Acquisition | 1,314,400 | 2,180,310 | (865,910) |
| 127 | Gifts Catalog Fund | 50,390 | 51,220 | (830) |
| 129 | Special Projects Fund | 280 | - | 280 |
| 130 | Cemetery Maintenance/Imp. Fund | 177,820 | 217,020 | (39,200) |
| 132 | Parks Construction Fund | 2,616,940 | 2,935,000 | (318,060) |
| 136 | Parks Trust Fund | 1,070 | - | 1,070 |
| 137 | Cemetery Maintenance Fund | 22,880 | - | 22,880 |
| 138 | Sister City Commission Fund | 10,010 | 10,500 | (490) |
| 139 | Transportation Benefit District Fund | - | - | - |
| 211 | LID Control Fund | 14,400 | 16,450 | (2,050) |
| 213 | LID Guaranty Fund | - | - | - |
| 231 | 2012 LTGO Debt Service Fund | 695,830 | 695,830 | - |
| 232 | 2014 Debt Service Fund | - | - | - |
| 421 | Water Utility Fund | 8,469,570 | 12,745,260 | (4,275,690) |
| 422 | Water Utility Fund | 4,770,970 | 7,495,330 | (2,724,360) |
| 423 | Water Utility Fund | 11,663,700 | 14,995,780 | (3,332,080) |
| 424 | Water Utility Fund | 1,988,700 | 1,989,720 | (1,020) |
| 511 | Equipment Rental Fund | 1,628,910 | 1,873,000 | (244,090) |
| 512 | Technology Rental Fund | 946,040 | 890,430 | 55,610 |
| 617 | Firemen's Pension Fund | 66,000 | 72,070 | (6,070) |
| | Totals | \$ 82,423,530 | \$ 97,515,400 | \$ (15,091,870) |

* Amount represents a contribution of (use of) fund balance

EXHIBIT B Use of Tax Funds Report

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 | 2015 | % of Project using REET | 2016 Estimate | % of Project using REET |
|--|---------|-------------------------|---------------|-------------------------|
| REET 2 - Fund 125 | | | | |
| 2014 Overlay Program | 62,000 | 33% | | |
| 2015 Overlay Program | 700,000 | 92% | | |
| Annual Street Preservation Program | | | 186,000 | 16% |
| Hwy 99 Lighting (Phase 3) | | | 30,000 | 21% |
| REET 1 - Fund 126 | | | | |
| 2014 Overlay Program | 12,000 | 6% | | |
| 220th St. SW Overlay from 76th to 84th | 105,557 | 15% | 29,025 | 14% |
| ADA Curb Ramp Improvements | | | 25,000 | 100% |
| Annual Street Preservation Program | | | 880,000 | 76% |
| Citywide ADA Transition Plan | | | 50,000 | 100% |
| Citywide Protective / Permissive Traffic Signal Conversion | | | 20,000 | 100% |
| 15th St. SW from 8th Ave. S to 9th Ave. S | | | 10,000 | 100% |
| Minor Sidewalk Program | | | 40,000 | 100% |
| Traffic Calming Program | | | 20,000 | 100% |
| Street Maintenance | | | 55,406 | 14% |

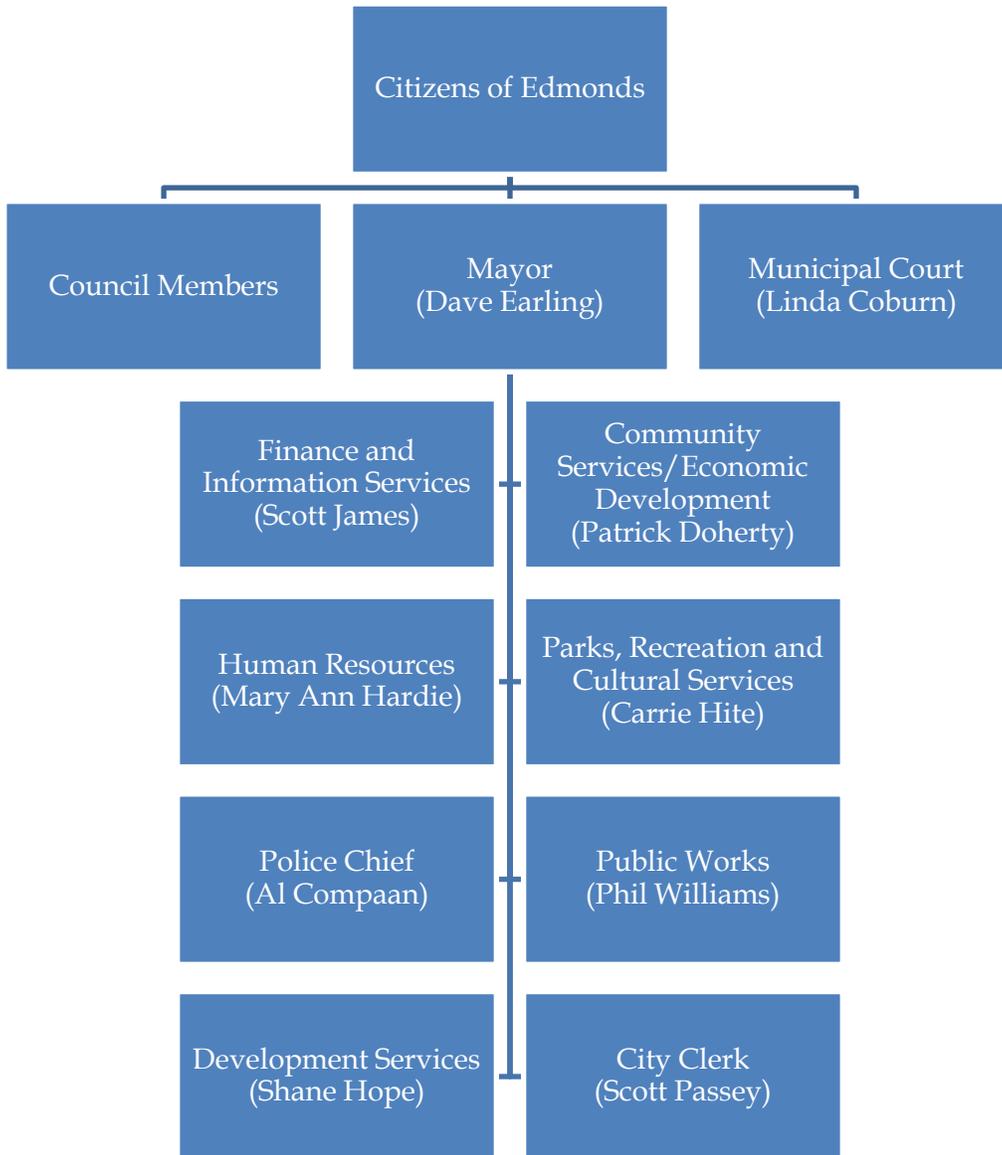
| REET FUNDS USED FOR THE FOLLOWING PARKS EXPENDITURES | 2015 | % of Project using REET | 2016 Estimate | % of Project using REET |
|--|---------|-------------------------|---------------|-------------------------|
| REET 2 - Fund 125 | | | | |
| Waterfront Redevelopment | | | 25,000 | 100% |
| Dayton Street Plaza | | | 1,277 | 1% |
| Wayfinding Signage Project | 15,843 | 90% | 398 | 4% |
| City Spray Park | 324,028 | 25% | 52,000 | 28% |
| Marina Beach | 75,033 | 100% | | |
| Edmonds Fishing Pier | | | 1,105 | 0.06% |
| Civic Center Property | | | 108 | 0.01% |
| Frances Anderson Center Bandshell | 18,127 | 100% | 13,030 | 66% |
| Marine Beach Play Toy | 86 | 100% | 100,930 | 100% |
| Frances Anderson Center Bandshell | | | 13,048 | 100% |
| General Maintenance | 65,296 | 3% | 76,514 | 4% |
| Edmonds Marsh Project | 27,851 | 100% | 32,651 | 100% |
| 8th & Alder Pathway | 1,714 | 18% | | |
| Waterfront Restoration | | | 25,000 | 100% |
| Civic Master Plan | | | 68,963 | 100% |
| REET 1 - Fund 126 | | | | |
| Civic Acquisition | | | 492,180 | 50% |
| Beach Acquisition Project | 4,750 | 100% | | 100% |
| Civic Center Property | 7,817 | 100% | 475,000 | 50% |
| Land Acquisition #00434208002700 | 8,000 | 100% | | |
| Land Acquisition #00434206701200 & 1400 | 4,000 | 100% | | |
| Land Acquisition | | | 1,669 | 100% |
| Debt Service | 171,533 | | 164,807 | |

EXHIBIT B Use of Tax Funds Report

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 | 2017 | 2018 | Total | % of Funding |
|--|-------------|-------------|--------------|---------------------|
| Hwy 99 Gateway / Revitalization | (300,000) | | (300,000) | |
| Fund 126 Reimbursement - for Hwy 99 Gateway / Revitalization | 300,000 | | 300,000 | 100% |
| Hwy 99 Gateway / Revitalization | \$ - | \$ - | \$ - | 100% |
| 15th St. SW from 8th Ave. S to 9th Ave. S | (30,000) | | (30,000) | |
| Fund 125 Reimbursement - 15th St. SW from 8th Ave. S to 9th Ave. S | 30,000 | | 30,000 | 100% |
| 15th St. SW from 8th Ave. S to 9th Ave. S | \$ - | \$ - | \$ - | 100% |
| Minor Sidewalk Program | (70,000) | (50,000) | (120,000) | |
| Fund 125 Reimbursement - Minor Sidewalk Program | 70,000 | | 70,000 | 58% |
| State Gas Tax and Multimodal Transportation Tax | | 50,000 | 50,000 | 42% |
| Minor Sidewalk Program | \$ - | \$ - | \$ - | 100% |
| Edmonds Street Overpass | (500,000) | (500,000) | (1,000,000) | |
| Fund 126 Reimbursement - Edmonds Street Overpass | 150,000 | | 150,000 | 15% |
| Unsecured Grant - Edmonds Street Overpass | 350,000 | 500,000 | 850,000 | 85% |
| Edmonds Street Overpass | \$ - | \$ - | \$ - | 100% |
| PARKS PROJECTS AND FUNDING SOURCES | 2017 | 2018 | Total | % of Funding |
| Civic Center Acquisition/Development/Stadium demo | (135,000) | | (135,000) | |
| Fund 125 Reimbursement - Civic Demolition | 100,000 | | 100,000 | 74% |
| RCO/Civic Demolition (Secured Grant) | 35,000 | | 35,000 | 26% |
| Civic Center Acquisition/Development/Stadium demo | \$ - | \$ - | \$ - | 100% |
| Waterfront Redevelopment / Waterfront Walkway Completion | (2,100,000) | | (2,100,000) | |
| Fund 125 Reimbursement - Waterfront development | 525,000 | | 525,000 | 25% |
| Fund 126 Reimbursement - Waterfront development | 75,000 | | 75,000 | 4% |
| Park Impact Fees/Waterfront development | 500,000 | | 500,000 | 24% |
| RCO Waterfront Development (Sr Ctr) (Unsecured Grant) | 1,000,000 | | 1,000,000 | 48% |
| Waterfront Redevelopment / Waterfront Walkway Completion | \$ - | \$ - | \$ - | 100% |

**City of Edmonds, Washington
2017 Organization Chart**



CITY OFFICIALS**2017 CITY COUNCIL**

| | |
|---------------------------------|--------------------------|
| Council President (Position #6) | Thomas Mesaros |
| Councilmember (Position #1) | Kristiana Johnson |
| Councilmember (Position #2) | Mike Nelson |
| Councilmember (Position #3) | Adrienne Fraley-Monillas |
| Councilmember (Position #4) | Diane Buckshnis |
| Councilmember (Position #5) | Dave Teitzel |
| Councilmember (Position #7) | Neil Tibbott |

CITY ADMINISTRATION

| | |
|--|-----------------|
| Mayor | Dave Earling |
| Finance Director | Scott James |
| Community Services/Economic Development Director | Patrick Doherty |
| Parks, Recreation and Cultural Services Director | Carrie Hite |
| Public Works Director | Phil Williams |
| Police Chief | Al Compaan |
| Human Resources | Mary Ann Hardie |
| Municipal Court Judge | Linda Coburn |
| Development Services Director | Shane Hope |
| City Clerk | Scott Passey |

2017 BUDGET PREPARED BY:**FINANCE DEPARTMENT PERSONNEL**

| | |
|----------------------------|----------------|
| Finance Director | Scott James |
| Assistant Finance Director | Dave Turley |
| Accountant | Deb Sharp |
| Accountant | Sarah Mager |
| Accounting Specialist | Lori Palmer |
| Accounting Specialist | Nori Jacobson |
| Accounting Specialist | Denise Kenyon |
| Accounting Specialist | Sue Satterlund |

FINANCIAL PLAN

Introduction

The National Advisory Council on State and Local Budgeting (NACSLB) endorses the forecasting of revenue and expenditures in their Recommended Budget Practices. This section of the budget provides a combined view of both past and anticipated future revenue and expenditures for all funds. A detailed revenue analysis is presented for each fund type. The plan focuses analysis on revenue sources in order to inform users of this document on how the City funds services it provides to its citizens. A table, graph and explanation of major changes is provided for the General Fund, Special Revenue funds, Capital funds, Enterprise funds, Internal Service funds, and Fiduciary funds. This is followed by a five-year forecast of revenue and expenditures along with a discussion of the factors that affect the forecast. Long term debt and debt capacity is discussed as well as the General Fund fiscal capacity. This chapter ends with a discussion of fund balances.

A budget is a plan that develops and allocates the City's financial resources to meet community needs in both the present and future. The development and allocation of these resources is accomplished on the basis of the foregoing policies, goals and objectives addressing the requirements and needs of the City of Edmonds. While the other sections of this document will present the budget in detail, this section provides an overview of the budget as a Financial Plan. As such, this section will focus on City strategies to maintain its financial strength and the basis for the expectation for future revenues.

A five-year forecast of the City's General Fund revenues and expenditures follows this summary. The purpose of the forecast is to highlight issues associated with financial policies and budgetary decisions. It is not intended to be a multi-year budget.

**STRATEGIC OUTLOOK
CITY OF EDMONDS
TOTAL REVENUES & EXPENDITURES
2014 - 2021 ANALYSIS**

| | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 |
|-----------------------------------|---------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| General, Risk & Contingency Funds | Actual | Actual | Projection | Outlook | Outlook | Outlook | Outlook | Outlook |
| Beginning Fund Balances | \$12,598,371 | 12,916,538 | 14,997,979 | 13,671,759 | 12,592,879 | 11,541,849 | 9,785,299 | 7,414,709 |
| Revenue | | | | | | | | |
| Property Taxes | 13,717,961 | 14,299,299 | 14,699,370 | 14,142,750 | 14,349,430 | 14,553,030 | 14,744,120 | 14,923,500 |
| Retail Sales Taxes | 5,976,940 | 6,811,908 | 6,850,000 | 6,875,000 | 6,827,600 | 6,728,100 | 6,630,100 | 6,533,400 |
| Other Sales Taxes | 620,389 | 642,518 | 685,000 | 687,500 | 682,800 | 672,800 | 663,000 | 653,300 |
| Utility Taxes | 6,583,508 | 6,649,164 | 6,810,680 | 6,845,300 | 6,869,900 | 6,894,600 | 6,919,300 | 6,944,100 |
| Other Taxes | 296,098 | 311,649 | 320,080 | 321,380 | 322,820 | 324,260 | 325,700 | 327,140 |
| Licenses/PermitsFranchise | 1,495,093 | 1,499,993 | 1,546,940 | 1,518,100 | 1,516,470 | 1,516,530 | 1,516,590 | 1,516,750 |
| Construction Permits | 681,400 | 632,904 | 740,000 | 620,600 | 592,500 | 564,500 | 536,700 | 509,000 |
| Grants | 80,793 | 222,593 | 409,580 | 21,030 | 30,000 | 30,000 | 30,000 | 30,000 |
| State Revenues | 685,571 | 754,992 | 798,780 | 831,980 | 834,200 | 836,420 | 838,640 | 849,460 |
| Intergov't Service Charges | 188,484 | 174,325 | 165,980 | 158,000 | 211,280 | 211,280 | 211,280 | 211,280 |
| Interfund Service Charges | 2,126,201 | 2,216,145 | 2,312,540 | 2,036,380 | 2,083,170 | 2,108,170 | 2,108,170 | 2,108,170 |
| Charges for Goods & Services | 2,994,612 | 2,760,347 | 2,629,000 | 2,675,520 | 2,624,050 | 2,577,950 | 2,513,500 | 2,411,500 |
| Fines & Forfeitures | 558,427 | 535,078 | 473,230 | 460,400 | 462,930 | 465,330 | 467,730 | 470,130 |
| Miscellaneous Revenues | 483,058 | 545,373 | 519,070 | 504,800 | 517,800 | 520,380 | 522,940 | 525,520 |
| Other Financing Sources | 2,763,314 | - | - | 63,450 | - | - | - | - |
| Transfers | 636,000 | 822,175 | 792,140 | 26,300 | 26,300 | 26,300 | 26,300 | 26,300 |
| Total Revenues | 39,887,849 | 38,878,463 | 39,752,390 | 37,788,490 | 37,951,250 | 38,029,650 | 38,054,070 | 38,039,550 |
| Revenue Growth / (Decline) | 12.9% | -2.5% | 2.2% | -4.9% | 0.4% | 0.2% | 0.1% | 0.0% |
| Expenditures | | | | | | | | |
| Labor | 12,878,647 | 13,591,995 | 14,388,850 | 14,986,000 | 15,390,620 | 15,806,170 | 16,232,940 | 16,671,230 |
| Benefits | 4,648,533 | 4,908,547 | 5,306,790 | 5,468,000 | 5,632,040 | 5,801,000 | 5,975,030 | 6,154,280 |
| Supplies | 694,757 | 504,068 | 547,860 | 402,000 | 406,020 | 410,080 | 414,180 | 418,320 |
| Services | 4,863,375 | 5,274,042 | 6,667,820 | 6,457,000 | 6,521,570 | 6,586,790 | 6,652,660 | 6,719,190 |
| Intergovernmental | 9,005,004 | 9,003,586 | 10,525,120 | 10,279,300 | 9,793,970 | 9,891,910 | 9,990,830 | 10,090,740 |
| Capital | 161,605 | 92,202 | 67,500 | 47,000 | 25,000 | 25,000 | 25,000 | 25,000 |
| Debt Service | 3,041,080 | 273,267 | 205,550 | 204,870 | 204,180 | 204,460 | 67,150 | 67,100 |
| Transfers | 3,520,377 | 3,149,315 | 3,369,120 | 1,023,200 | 1,028,880 | 1,060,790 | 1,066,870 | 1,067,710 |
| Total Expenses | 38,813,377 | 36,797,022 | 41,078,610 | 38,867,370 | 39,002,280 | 39,786,200 | 40,424,660 | 41,213,570 |
| Expense Growth / (Decline) | 18.5% | -5.2% | 11.6% | -5.4% | 0.3% | 2.0% | 1.6% | 2.0% |
| Change in Ending Fund Balance | 1,074,472 | 2,081,441 | (1,326,220) | (1,078,880) | (1,051,030) | (1,756,550) | (2,370,590) | (3,174,020) |
| Prior Period Adjustment | (\$756,305) | | | | | | | |
| Ending Fund Balance | 12,916,538 | 14,997,979 | 13,671,759 | 12,592,879 | 11,541,849 | 9,785,299 | 7,414,709 | 4,240,689 |

**STRATEGIC OUTLOOK
CITY OF EDMONDS
GENERAL FUND FUND BALANCE
2014 - 2021 ANALYSIS**

| | 2014 | 2015 | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 |
|---|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|------------------|------------------|
| General, Risk & Contingency Funds | Actual | Actual | Projection | Outlook | Outlook | Outlook | Outlook | Outlook |
| General Operations (001) | 6,446,380 | 9,359,437 | 7,289,027 | 6,757,447 | 5,662,657 | 3,862,007 | 1,446,997 | (1,771,783) |
| Risk Management (011) | 1,024,822 | 961,512 | 968,262 | 975,062 | 982,372 | 989,742 | 997,162 | 1,004,642 |
| General Operations Contingency (012) | 5,445,337 | 4,677,030 | 5,414,470 | 4,860,370 | 4,896,820 | 4,933,550 | 4,970,550 | 5,007,830 |
| | 12,916,539 | 14,997,979 | 13,671,759 | 12,592,879 | 11,541,849 | 9,785,299 | 7,414,709 | 4,240,689 |
| Other General Fund Fund Balances | Actual | Actual | Projection | Outlook | Outlook | Outlook | Outlook | Outlook |
| LEOFF Medical Insurance Fund (009) | 539,044 | 519,409 | 518,569 | 503,739 | 487,210 | 456,950 | 425,960 | 380,050 |
| Multimodal Transportation Fund (013) | 56,023 | 56,487 | 56,857 | - | - | - | - | - |
| Historic Preservation Fund (014) | 1,066 | 2,589 | 2,229 | 1,859 | 750 | 750 | 750 | 750 |
| Building Maintenance Fund (016) | 141,146 | 118,085 | 286,035 | 256,035 | 80,000 | 70,000 | 60,000 | 50,000 |
| | 737,279 | 696,570 | 863,690 | 761,633 | 567,960 | 527,700 | 486,710 | 430,800 |
| Total General Fund Fund Balances | 13,653,818 | 15,694,549 | 14,535,449 | 13,354,512 | 12,109,809 | 10,312,999 | 7,901,419 | 4,671,489 |
| <i>Fund Balance as a % of General, Risk & Contingency Fund Revenues</i> | 34.23% | 40.37% | 36.56% | 35.34% | 31.91% | 27.12% | 20.76% | 12.28% |

Employee Count by Department

| Department | 2015 Actuals | 2016 Actuals | 2017 Budget |
|--|--------------|--------------|--------------|
| City Council | 0.5 | 1.0 | 1.0 |
| Mayor/City Clerk | 6.8 | 7.0 | 7.0 |
| Human Resources | 2.5 | 2.5 | 2.8 |
| Court | 7.0 | 7.0 | 7.0 |
| Finance | 7.0 | 8.0 | 8.0 |
| Information Services | 4.0 | 4.0 | 4.0 |
| Police | 63.0 | 65.0 | 67.5 |
| Economic Dev & Community Services | 2.0 | 2.0 | 2.0 |
| Development Services | 15.0 | 17.0 | 18.0 |
| Parks, Recreation, and Cultural Services | 23.6 | 24.1 | 25.1 |
| Public Works Admin/Facilities | 13.6 | 14.6 | 14.6 |
| Engineering | 14.0 | 15.0 | 15.0 |
| Streets/Storm | 15.0 | 16.0 | 16.0 |
| Water/Sewer/Treatment Plant | 32.4 | 33.4 | 33.4 |
| Equipment Rental | 3.0 | 3.0 | 3.0 |
| Total City Employee Count | 209.4 | 219.6 | 224.4 |

Property Tax New Construction

| Year | Total Assessed Value (AV) | New Construction Assessment | Regular Property Tax Revenue from New Construction | % New Construction to AV |
|--------|---------------------------|-----------------------------|--|--------------------------|
| 2017 * | \$ 8,208,433,390 | \$ 39,277,000 | \$ 53,646 | 0.5% |
| 2016 | 7,369,027,390 | 43,500,982 | 64,017 | 0.6% |
| 2015 | 6,775,485,646 | 26,567,300 | 42,748 | 0.4% |
| 2014 | 6,102,411,700 | 20,626,738 | 36,334 | 0.3% |
| 2013 | 5,545,239,847 | 29,860,169 | 49,592 | 0.5% |

* Amounts shown for the 2017 year are estimates.

2017 REVENUE SUMMARY - ALL FUNDS

| Fund | | | 2015 Actuals | 2016 Budget | 2016 Estimate | 2017 Budget | Change 17-16 Estimate | Change 17-16 Estimate |
|-----------------------------|--------------------------|---|----------------------|----------------------|----------------------|----------------------|--------------------------|--------------------------|
| GENERAL FUND | 001 | General Fund | \$ 38,838,549 | \$ 39,951,905 | \$ 39,008,200 | \$ 37,753,480 | \$ (1,254,720) | -3.22% |
| | 009 | LEOFF Medical Insurance Reserve Subfund | 278,903 | 278,770 | 278,640 | 278,630 | (10) | 0.00% |
| | 011 | Risk Management Reserve Subfund | 8,219 | 6,660 | 6,750 | 6,800 | 50 | 0.74% |
| | 012 | Contingency Reserve Subfund | 31,694 | 723,146 | 737,440 | 44,650 | (692,790) | -93.95% |
| | 013 | Multimodal Transportation | 464 | 370 | 370 | - | (370) | 0.00% |
| | 014 | Historic Preservation Gift Fund | 9,760 | 5,000 | 5,040 | 5,030 | (10) | -0.20% |
| | 016 | Building Maintenance Subfund | 179,982 | 2,505,000 | 2,195,590 | 452,000 | (1,743,590) | -79.41% |
| | Total General Fund | | | 39,347,571 | 43,470,851 | 42,232,030 | 38,540,590 | (3,691,440) |
| SPECIAL REVENUE FUNDS | 104 | Drug Enforcement Fund | 72,001 | 153,000 | 153,150 | 130,000 | (23,150) | -15.12% |
| | 111 | Street Fund | 1,831,274 | 1,802,933 | 1,869,490 | 1,784,200 | (85,290) | -4.56% |
| | 112 | Street Construction Fund | 6,556,328 | 8,160,017 | 3,129,150 | 5,933,570 | 2,804,420 | 89.62% |
| | 117 | Municipal Arts Acquisition Fund | 110,369 | 106,508 | 98,280 | 137,200 | 38,920 | 39.60% |
| | 118 | Memorial Tree Fund | 147 | 110 | 110 | 110 | - | 0.00% |
| | 120 | Hotel/Motel Tax Fund | 81,251 | 82,150 | 82,950 | 91,200 | 8,250 | 9.95% |
| | 121 | Employee Parking Permit Fund | 25,626 | 21,390 | 24,600 | 24,600 | - | 0.00% |
| | 122 | Youth Scholarship Fund | 2,954 | 5,550 | 1,610 | 1,800 | 190 | 11.80% |
| | 123 | Tourism Promotional Arts Fund | 27,426 | 27,530 | 27,700 | 30,450 | 2,750 | 9.93% |
| | 125 | REET 2 | 1,388,126 | 1,108,000 | 1,347,300 | 1,311,900 | (35,400) | -2.63% |
| | 126 | Special Capital/Parks Acquisition | 1,385,708 | 1,348,998 | 1,351,700 | 1,314,400 | (37,300) | -2.76% |
| | 127 | Gifts Catalog Fund | 53,806 | 46,900 | 33,300 | 50,390 | 17,090 | 51.32% |
| | 129 | Special Projects Fund | 315 | 280 | 280 | 280 | - | 0.00% |
| | 130 | Cemetery Maintenance/Imp. Fund | 187,786 | 177,260 | 177,820 | 177,820 | - | 0.00% |
| | 132 | Parks Construction Fund | 865,947 | 1,357,240 | 2,110,270 | 2,616,940 | 506,670 | 24.01% |
| | 136 | Parks Trust Fund | 1,250 | 630 | 1,060 | 1,070 | 10 | 0.94% |
| | 137 | Cemetery Maintenance Fund | 23,501 | 19,880 | 21,900 | 22,880 | 980 | 4.47% |
| | 138 | Sister City Commission Fund | 8,925 | 12,010 | 9,210 | 10,010 | 800 | 8.69% |
| | 139 | Transportation Benefit District Fund | 687,421 | 682,500 | 690,500 | - | (690,500) | -100.00% |
| Total Special Revenue Funds | | | 13,310,161 | 15,112,886 | 11,130,380 | 13,638,820 | 2,508,440 | 22.54% |
| DEBT SERVICE FUNDS | 211 | LID Control Fund | 28,378 | 14,400 | 14,400 | 14,400 | - | 0.00% |
| | 213 | LID Guaranty Fund | 28,567 | 14,400 | - | - | - | 0.00% |
| | 231 | 2012 LTGO Debt Service Fund | 667,192 | 677,380 | 677,380 | 695,830 | 18,450 | 2.72% |
| | 232 | 2014 Debt Service Fund | 925,309 | 949,540 | 949,550 | - | (949,550) | -100.00% |
| | Total Debt Service Funds | | | 1,649,447 | 1,655,720 | 1,641,330 | 710,230 | (931,100) |
| ENTERPRISE FUNDS | 421 | Water Utility Fund | 7,733,448 | 8,443,460 | 8,767,060 | 8,469,570 | (297,490) | -3.39% |
| | 422 | Storm Utility Fund | 3,653,510 | 4,131,780 | 3,684,760 | 4,770,970 | 1,086,210 | 29.48% |
| | 423 | Sewer/WWTP Utility Fund | 9,584,338 | 12,645,240 | 12,706,750 | 11,663,700 | (1,043,050) | -8.21% |
| | 424 | Utility Debt Service Fund | - | 1,989,900 | 1,989,900 | 1,988,700 | (1,200) | -0.06% |
| | Total Enterprise Funds | | | 20,971,296 | 27,210,380 | 27,148,470 | 26,892,940 | (255,530) |
| INTERNAL SERVICE FUNDS | 511 | Equipment Rental Fund | 1,656,882 | 1,579,570 | 1,669,800 | 1,628,910 | (40,890) | -2.45% |
| | 512 | Technology Rental Fund | - | - | - | 946,040 | 946,040 | 100.00% |
| FIDUCIARY FUNDS | 617 | Firemen's Pension Fund | 65,078 | 64,840 | 66,000 | 66,000 | - | 0.00% |
| TOTAL BUDGET | | | \$ 77,000,435 | \$ 89,094,247 | \$ 83,888,010 | \$ 82,423,530 | \$ (1,464,480) | -1.75% |

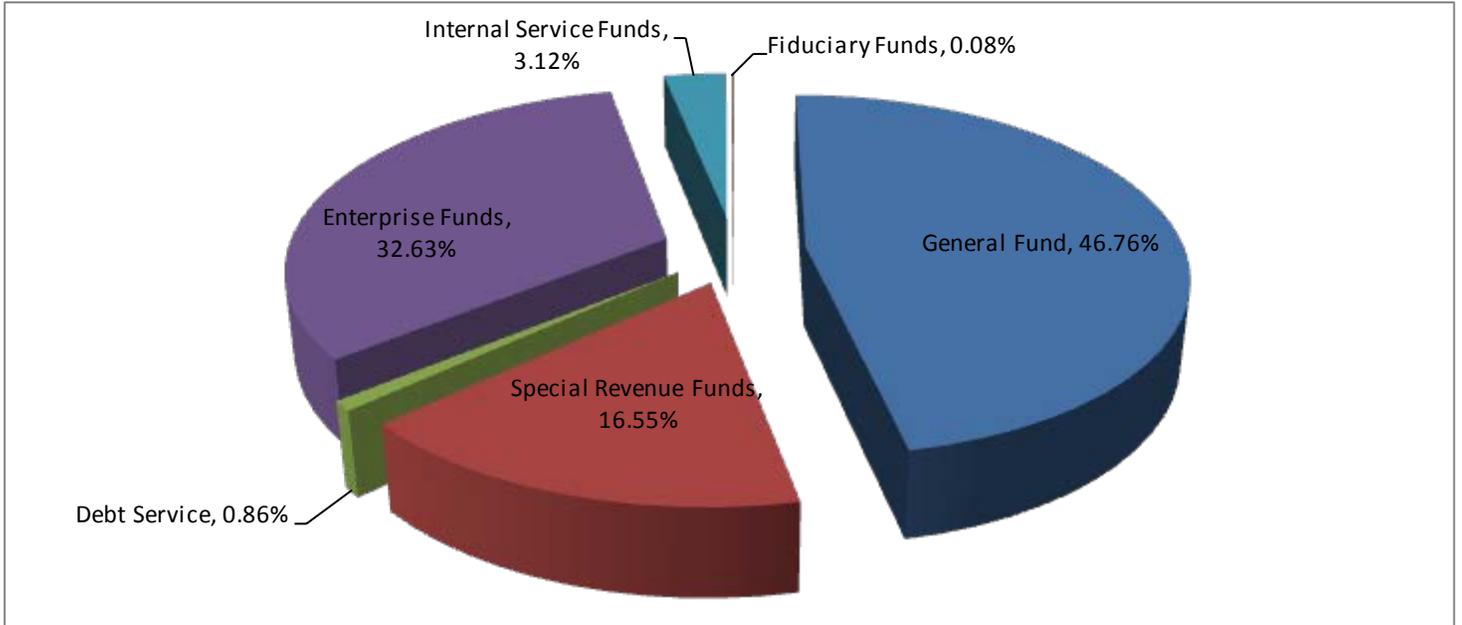
2017 EXPENDITURE SUMMARY - ALL FUNDS

| Fund | | 2015 Actuals | 2016 Budget | 2016 Estimate | 2017 Budget | Change 17-16 Estimate | Change 17-16 Estimate |
|--|---|----------------------|-----------------------|----------------------|----------------------|--------------------------|--------------------------|
| GENERAL FUND | 001 General Fund | \$ 35,925,493 | \$ 41,886,411 | \$ 41,078,610 | \$ 39,793,700 | \$ (1,284,910) | -3.13% |
| | 009 LEOFF Medical Insurance Reserve Subfund | 298,538 | 279,480 | 279,480 | 293,460 | 13,980 | 5.00% |
| | 011 Risk Management Reserve Subfund | 71,528 | - | - | - | - | 0.00% |
| | 012 Contingency Reserve Fund | 800,000 | 800,000 | - | - | - | 0.00% |
| | 013 Multimodal Transportation Fund | - | 56,860 | 56,860 | - | (56,860) | -100.00% |
| | 014 Historic Preservation Gift Fund | 8,237 | 5,400 | 5,400 | 5,400 | - | 0.00% |
| | 016 Building Maintenance Subfund | 203,043 | 2,395,000 | 2,027,640 | 482,000 | (1,545,640) | -76.23% |
| | Total General Fund | 37,306,840 | 45,423,151 | 43,447,990 | 40,574,560 | (2,873,430) | -6.61% |
| SPECIAL REVENUE FUNDS | 104 Drug Enforcement Fund | 58,429 | 76,030 | 69,430 | 76,030 | 6,600 | 9.51% |
| | 111 Street Fund | 1,643,978 | 1,758,430 | 1,793,490 | 1,922,760 | 129,270 | 7.21% |
| | 112 Street Construction Fund | 6,756,904 | 8,173,112 | 3,083,740 | 5,962,970 | 2,879,230 | 93.37% |
| | 117 Municipal Arts Acquisition Fund | 82,503 | 181,380 | 82,380 | 181,880 | 99,500 | 120.78% |
| | 118 Memorial Tree Fund | - | - | - | - | - | 0.00% |
| | 120 Hotel/Motel Tax Fund | 61,358 | 149,650 | 149,650 | 89,700 | (59,950) | -40.06% |
| | 121 Employee Parking Permit Fund | 25,490 | 26,880 | 26,670 | 26,880 | 210 | 0.79% |
| | 122 Youth Scholarship Fund | 1,937 | 3,000 | 1,360 | 2,000 | 640 | 47.06% |
| | 123 Tourism Promotional Arts Fund | 20,503 | 51,500 | 31,500 | 34,700 | 3,200 | 10.16% |
| | 125 REET 2 | 1,289,977 | 2,162,840 | 1,115,660 | 2,476,000 | 1,360,340 | 121.93% |
| | 126 Special Capital/Parks Acquisition | 313,656 | 3,029,908 | 2,115,600 | 2,180,310 | 64,710 | 3.06% |
| | 127 Gifts Catalog Fund | 35,767 | 44,950 | 42,040 | 51,220 | 9,180 | 21.84% |
| | 129 Special Projects Fund | - | - | - | - | - | 0.00% |
| | 130 Cemetery Maintenance/Imp. Fund | 158,773 | 210,370 | 169,400 | 217,020 | 47,620 | 28.11% |
| | 132 Parks Construction Fund | 963,668 | 1,580,770 | 847,810 | 2,935,000 | 2,087,190 | 246.19% |
| | 136 Parks Trust Fund | - | - | - | - | - | 0.00% |
| | 138 Sister City Commission Fund | 6,843 | 12,500 | 9,550 | 10,500 | 950 | 9.95% |
| 139 Transportation Benefit District Fund | 715,356 | 682,500 | 690,500 | - | (690,500) | -100.00% | |
| Total Special Revenue Funds | 12,135,142 | 18,143,820 | 10,228,780 | 16,166,970 | 5,938,190 | 58.05% | |
| DEBT SERVICE FUNDS | 211 LID Control Fund | 28,567 | 22,000 | 22,000 | 16,450 | (5,550) | -25.23% |
| | 213 LID Guaranty Fund | - | 105,136 | 105,140 | - | (105,140) | 0.00% |
| | 231 2012 LTGO Debt Service Fund | 667,192 | 677,380 | 677,380 | 695,830 | 18,450 | 2.72% |
| | 232 2014 Debt Service Fund | 925,309 | 949,540 | 949,550 | - | (949,550) | -100.00% |
| | Total Debt Service Funds | 1,621,068 | 1,754,056 | 1,754,070 | 712,280 | (1,041,790) | -59.39% |
| ENTERPRISE FUNDS | 421 Water Utility Fund | 7,528,588 | 12,717,739 | 9,464,340 | 12,745,260 | 3,280,920 | 34.67% |
| | 422 Storm Utility Fund | 4,185,406 | 8,112,189 | 6,116,210 | 7,495,330 | 1,379,120 | 22.55% |
| | 423 Sewer/WWTP Utility Fund | 10,823,356 | 17,982,624 | 16,639,680 | 14,995,780 | (1,643,900) | -9.88% |
| | 424 Utility Debt Service Fund | - | 1,990,920 | 1,990,920 | 1,989,720 | (1,200) | -0.06% |
| Total Enterprise Funds | 22,537,350 | 40,803,472 | 34,211,150 | 37,226,090 | 3,014,940 | 8.81% | |
| INTERNAL SERVICE FUNDS | 511 Equipment Rental Fund | 1,251,543 | 1,971,820 | 1,840,690 | 1,873,000 | 32,310 | 1.76% |
| | 512 Technology Rental Fund | - | - | - | 890,430 | 890,430 | 100.00% |
| FIDUCIARY FUNDS | 617 Firemen's Pension Fund | 50,849 | 59,610 | 59,610 | 72,070 | 12,460 | 20.90% |
| TOTAL BUDGET | | \$ 74,902,793 | \$ 108,155,929 | \$ 91,542,290 | \$ 97,515,400 | \$ 5,973,110 | 6.52% |

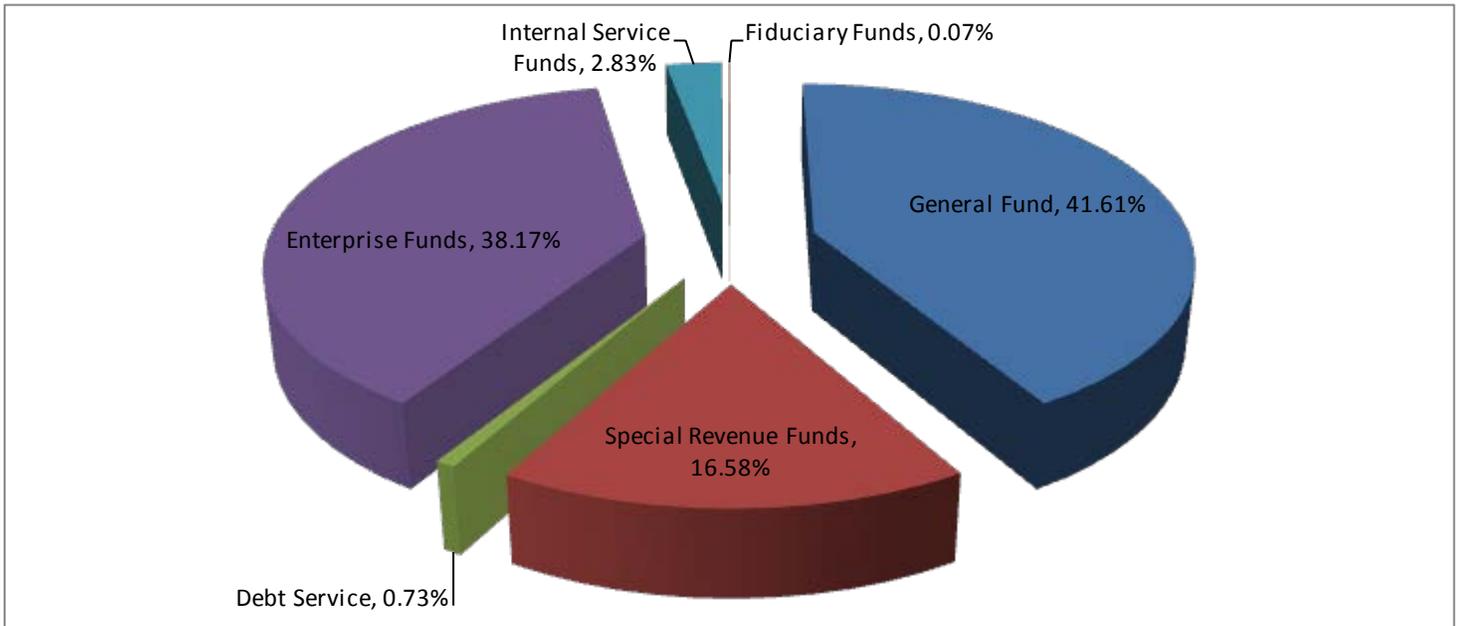
2017 BUDGET SUMMARY - ALL FUNDS

| Fund | | Beginning Fund Balance | 2017 Revenue | 2017 Expenditures | Ending Fund Balance |
|--|---|------------------------|----------------------|----------------------|----------------------|
| GENERAL FUND | 001 General Fund | \$ 7,289,027 | \$ 37,753,480 | \$ 39,793,700 | \$ 5,248,807 |
| | 009 LEOFF Medical Insurance Reserve Subfund | 518,569 | 278,630 | 293,460 | 503,739 |
| | 011 Risk Management Reserve Subfund | 968,262 | 6,800 | - | 975,062 |
| | 012 Contingency Reserve Subfund | 5,414,470 | 44,650 | - | 5,459,120 |
| | 013 Multimodal Transportation Subfund | - | - | - | - |
| | 014 Historic Preservation Gift Fund | 2,229 | 5,030 | 5,400 | 1,859 |
| | 016 Building Maintenance Subfund | 286,035 | 452,000 | 482,000 | 256,035 |
| | Total General Fund | 14,478,592 | 38,540,590 | 40,574,560 | 12,444,622 |
| SPECIAL REVENUE FUNDS | 104 Drug Enforcement Fund | 152,452 | 130,000 | 76,030 | 206,422 |
| | 111 Street Fund | 590,447 | 1,784,200 | 1,922,760 | 451,887 |
| | 112 Street Construction Fund | 54,750 | 5,933,570 | 5,962,970 | 25,350 |
| | 117 Municipal Arts Acquisition Fund | 484,371 | 137,200 | 181,880 | 439,691 |
| | 118 Memorial Tree Fund | 18,029 | 110 | - | 18,139 |
| | 120 Hotel/Motel Tax Fund | 87,185 | 91,200 | 89,700 | 88,685 |
| | 121 Employee Parking Permit Fund | 62,411 | 24,600 | 26,880 | 60,131 |
| | 122 Youth Scholarship Fund | 15,718 | 1,800 | 2,000 | 15,518 |
| | 123 Tourism Promotional Arts Fund | 80,768 | 30,450 | 34,700 | 76,518 |
| | 125 REET 2 | 1,861,174 | 1,311,900 | 2,476,000 | 697,074 |
| | 126 Special Capital/Parks Acquisition | 1,475,106 | 1,314,400 | 2,180,310 | 609,196 |
| | 127 Gifts Catalog Fund | 257,185 | 50,390 | 51,220 | 256,355 |
| | 129 Special Projects Fund | 38,673 | 280 | - | 38,953 |
| | 130 Cemetery Maintenance/Imp. Fund | 145,676 | 177,820 | 217,020 | 106,476 |
| | 132 Parks Construction Fund | 2,159,874 | 2,616,940 | 2,935,000 | 1,841,814 |
| | 136 Parks Trust Fund | 153,309 | 1,070 | - | 154,379 |
| | 137 Cemetery Maintenance Fund | 905,629 | 22,880 | - | 928,509 |
| | 138 Sister City Commission Fund | 3,445 | 10,010 | 10,500 | 2,955 |
| 139 Transportation Benefit District Fund | - | - | - | - | |
| Total Special Revenue Funds | 8,546,202 | 13,638,820 | 16,166,970 | 6,018,052 | |
| DEBT SERVICE FUNDS | 211 LID Control Fund | 2,050 | 14,400 | 16,450 | - |
| | 213 LID Guaranty Fund | - | - | - | - |
| | 231 2012 LTGO Debt Service Fund | - | 695,830 | 695,830 | - |
| | 232 2014 Debt Service Fund | - | - | - | - |
| | Total Debt Service Funds | 2,050 | 710,230 | 712,280 | - |
| ENTERPRISE FUNDS | 421 Water Utility Fund | 15,792,250 | 8,469,570 | 12,745,260 | 11,516,560 |
| | 422 Storm Utility Fund | 7,158,448 | 4,770,970 | 7,495,330 | 4,434,088 |
| | 423 Sewer/WWTP Utility Fund | 38,724,837 | 11,663,700 | 14,995,780 | 35,392,757 |
| | 424 Utility Debt Service Fund | 842,940 | 1,988,700 | 1,989,720 | 841,920 |
| | Total Enterprise Funds | 62,518,475 | 26,892,940 | 37,226,090 | 52,185,325 |
| INTERNAL SERVICE FUNDS | 511 Equipment Rental Fund | 7,479,609 | 1,628,910 | 1,873,000 | 7,235,519 |
| | 512 Technology Rental Fund | - | 946,040 | 890,430 | 55,610 |
| FIDUCIARY FUNDS | 617 Firemen's Pension Fund | 209,492 | 66,000 | 72,070 | 203,422 |
| TOTAL BUDGET | | \$ 93,234,420 | \$ 82,423,530 | \$ 97,515,400 | \$ 78,142,550 |

Budgeted Revenues by Fund (All Funds) – 2017



Budgeted Expenditures by Fund (All Funds) – 2017



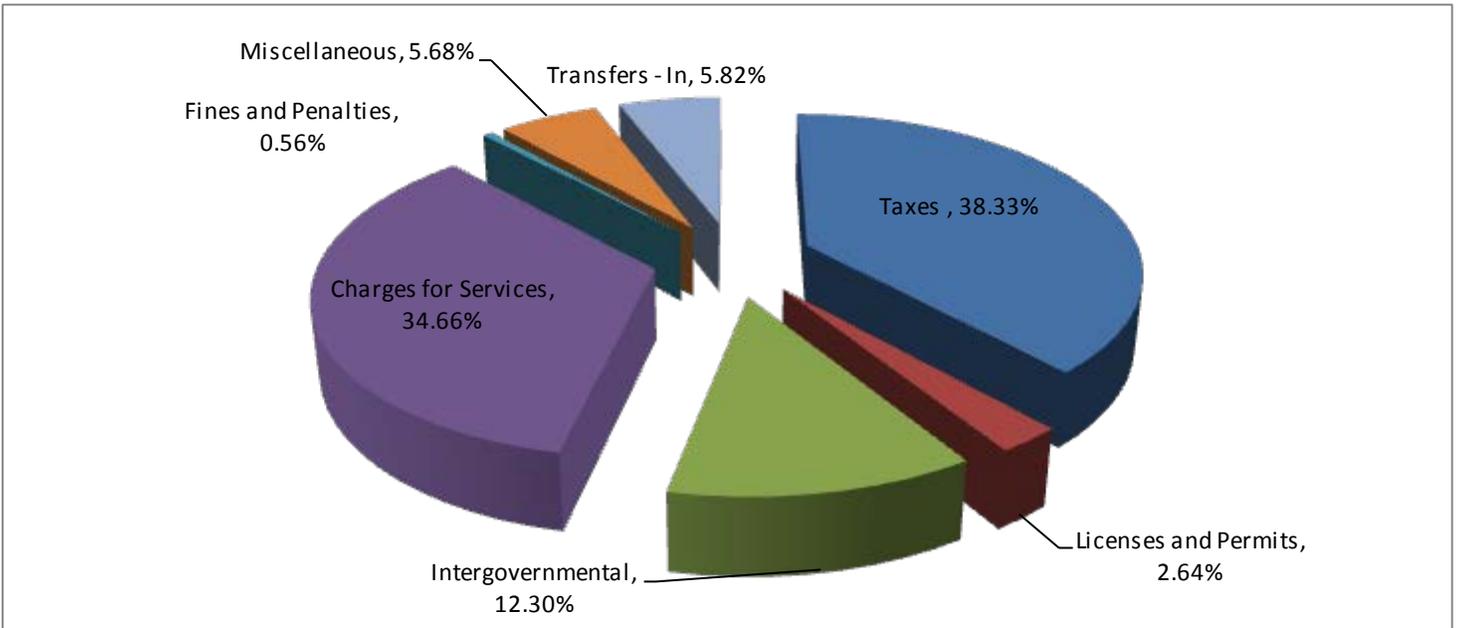
CHANGE IN ENDING FUND BALANCE - ALL FUNDS

| Fund | | Est. 2016 Ending Fund Balance | Net 2017 Surplus/(Deficit) | 2017 Ending Fund Balance | Change in Fund Bal. 17-16 | |
|------------------------|--------------------------------------|---|----------------------------|--------------------------|---------------------------|---------|
| GENERAL FUND | 001 | General Fund | \$ 7,289,027 | \$ (2,040,220) | \$ 5,248,807 | -27.99% |
| | 009 | LEOFF Medical Insurance Reserve Subfund | 518,569 | (14,830) | 503,739 | -2.86% |
| | 011 | Risk Management Reserve Subfund | 968,262 | 6,800 | 975,062 | 0.00% |
| | 012 | Contingency Reserve Subfund | 5,414,470 | 44,650 | 5,459,120 | 0.82% |
| | 013 | Multimodal Transportation Subfund | - | - | - | 0.00% |
| | 014 | Historic Preservation Gift Fund | 2,229 | (370) | 1,859 | -16.60% |
| | 016 | Building Maintenance Subfund | 286,035 | (30,000) | 256,035 | -10.49% |
| | | Total General Fund | 14,478,592 | (2,033,970) | 12,444,622 | -14.05% |
| SPECIAL REVENUE FUNDS | 104 | Drug Enforcement Fund | 152,452 | 53,970 | 206,422 | 35.40% |
| | 111 | Street Fund | 590,447 | (138,560) | 451,887 | -23.47% |
| | 112 | Street Construction Fund | 54,750 | (29,400) | 25,350 | -53.70% |
| | 117 | Municipal Arts Acquisition Fund | 484,371 | (44,680) | 439,691 | -9.22% |
| | 118 | Memorial Tree Fund | 18,029 | 110 | 18,139 | 0.61% |
| | 120 | Hotel/Motel Tax Fund | 87,185 | 1,500 | 88,685 | 1.72% |
| | 121 | Employee Parking Permit Fund | 62,411 | (2,280) | 60,131 | -3.65% |
| | 122 | Youth Scholarship Fund | 15,718 | (200) | 15,518 | -1.27% |
| | 123 | Tourism Promotional Arts Fund | 80,768 | (4,250) | 76,518 | -5.26% |
| | 125 | REET 2 | 1,861,174 | (1,164,100) | 697,074 | -62.55% |
| | 126 | Special Capital/Parks Acquisition | 1,475,106 | (865,910) | 609,196 | -58.70% |
| | 127 | Gifts Catalog Fund | 257,185 | (830) | 256,355 | -0.32% |
| | 129 | Special Projects Fund | 38,673 | 280 | 38,953 | 0.72% |
| | 130 | Cemetery Maintenance/Imp. Fund | 145,676 | (39,200) | 106,476 | -26.91% |
| | 132 | Parks Construction Fund | 2,159,874 | (318,060) | 1,841,814 | 0.00% |
| | 136 | Parks Trust Fund | 153,309 | 1,070 | 154,379 | 0.70% |
| | 137 | Cemetery Maintenance Fund | 905,629 | 22,880 | 928,509 | 2.53% |
| | 138 | Sister City Commission Fund | 3,445 | (490) | 2,955 | -14.22% |
| 139 | Transportation Benefit District Fund | - | - | - | 0.00% | |
| | Total Special Revenue Funds | 8,546,202 | (2,528,150) | 6,018,052 | -29.58% | |
| DEBT SERVICE FUNDS | 211 | LID Control Fund | 2,050 | (2,050) | - | 0.00% |
| | 213 | LID Guaranty Fund | - | - | - | 0.00% |
| | 231 | 2012 LTGO Debt Service Fund | - | - | - | 0.00% |
| | | Total Debt Service Funds | 2,050 | (2,050) | - | 0.00% |
| ENTERPRISE FUNDS | 421 | Water Utility Fund | 15,792,250 | (4,275,690) | 11,516,560 | -27.07% |
| | 422 | Storm Utility Fund | 7,158,448 | (2,724,360) | 4,434,088 | -38.06% |
| | 423 | Sewer/WWTP Utility Fund | 38,724,837 | (3,332,080) | 35,392,757 | -8.60% |
| | 424 | Utility Debt Service Fund | 842,940 | (1,020) | 841,920 | -0.12% |
| | | Total Enterprise Funds | 62,518,475 | (10,333,150) | 52,185,325 | -16.53% |
| INTERNAL SERVICE FUNDS | 511 | Equipment Rental Fund | 7,479,609 | (244,090) | 7,235,519 | -3.26% |
| | 512 | Technology Rental Fund | - | 55,610 | 55,610 | -100% |
| FIDUCIARY FUNDS | 617 | Firemen's Pension Fund | 209,492 | (6,070) | 203,422 | -2.90% |
| TOTAL BUDGET | | \$ 93,234,420 | \$ (15,091,870) | \$ 78,142,550 | -16.19% | |

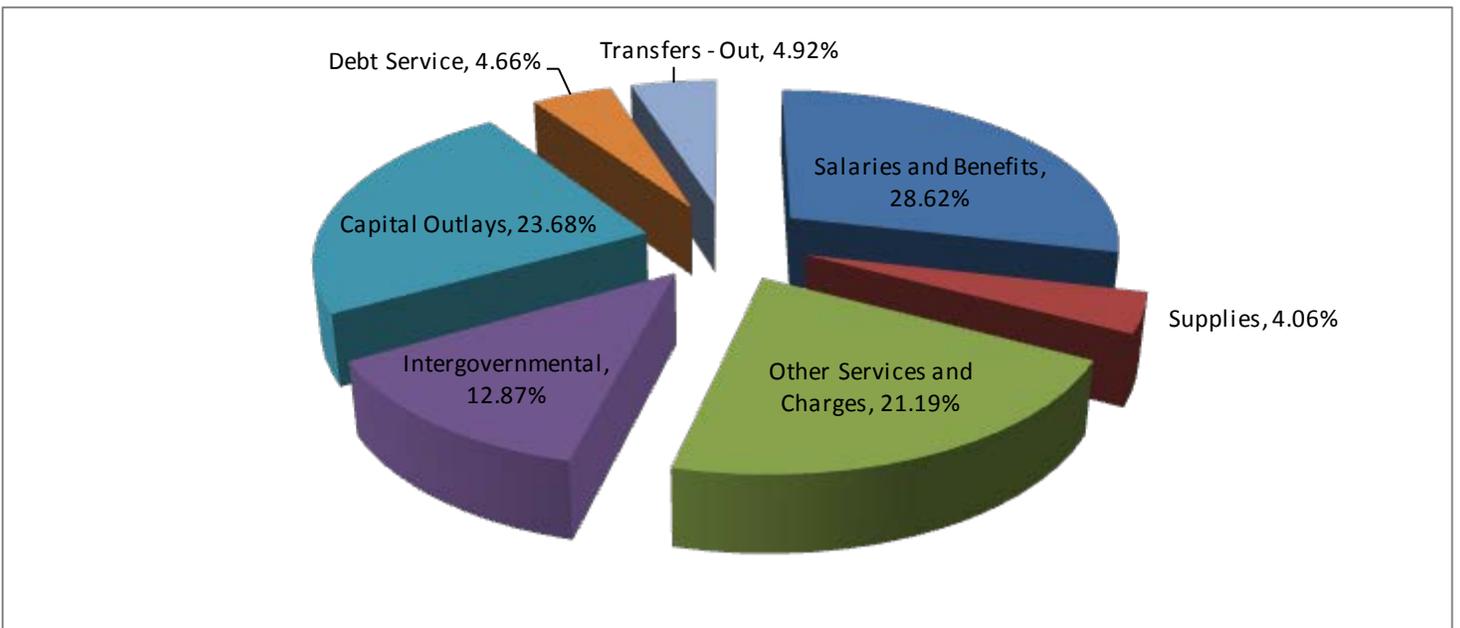
REVENUE SUMMARY - ALL FUNDS

| | 2014 | 2015 | 2016 | 2017 |
|---------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| | Actual | Actual | Estimate | Budget |
| Beginning Cash Balance | \$ 46,763,653 | \$ 48,058,693 | \$ 63,767,696 | \$ 56,113,416 |
| Remaining Fund Balance | 47,440,233 | 50,732,361 | 37,121,000 | 37,121,004 |
| Total Beginning Fund Balance | 94,203,886 | 98,791,054 | 100,888,696 | 93,234,420 |
| REVENUES | | | | |
| Property Taxes | 13,717,961 | 14,299,299 | 14,699,370 | 14,142,750 |
| Sales and Use Taxes | 6,694,501 | 7,567,383 | 7,651,040 | 7,689,540 |
| Utility Taxes | 6,640,962 | 6,699,231 | 6,862,720 | 6,897,340 |
| Excise Taxes | 861,755 | 942,928 | 951,500 | 262,300 |
| Other Taxes | 1,866,320 | 2,743,379 | 2,670,000 | 2,600,000 |
| Taxes Total | 29,781,498 | 32,252,221 | 32,834,630 | 31,591,930 |
| Business Licenses and Permits | 1,367,662 | 1,415,396 | 1,456,840 | 1,421,660 |
| Building Permits and Fees | 856,051 | 754,455 | 871,250 | 756,540 |
| Licenses & Permits Total | 2,223,713 | 2,169,852 | 2,328,090 | 2,178,200 |
| Intergovernmental Total | 5,448,527 | 8,769,947 | 7,245,750 | 10,142,010 |
| General Government | 482,740 | 376,132 | 387,240 | 1,190,180 |
| Public Safety | 1,083,739 | 1,035,366 | 1,007,090 | 1,041,040 |
| Utilities | 17,625,302 | 19,015,330 | 20,427,930 | 20,801,810 |
| Transportation | 651,369 | 748,697 | 697,970 | 693,800 |
| Natural and Economic Environment | 1,029,264 | 827,537 | 1,497,150 | 1,070,980 |
| Social Services | 8,684 | 9,493 | 11,120 | 11,460 |
| Culture and Recreation | 1,077,060 | 956,746 | 929,910 | 973,650 |
| Interfund Services | 2,141,460 | 2,230,842 | 3,062,030 | 2,783,580 |
| Charges for Services Total | 24,099,617 | 25,200,143 | 28,020,440 | 28,566,500 |
| Fines and Penalties Total | 563,768 | 535,834 | 474,830 | 464,500 |
| Investment Earnings | 209,511 | 358,661 | 274,100 | 215,040 |
| Rents and Concessions | 1,847,723 | 1,930,174 | 1,251,190 | 1,408,880 |
| Contributions/Donations | 267,026 | 226,519 | 550,160 | 586,950 |
| Special Assessments | 25,539 | 24,609 | 12,000 | 12,000 |
| Other Misc Revenue | 635,676 | 638,843 | 574,700 | 540,950 |
| Capital Contributions | 1,549,979 | 1,618,917 | 2,801,530 | 1,910,850 |
| Sale of Capital Assets | 26,513 | (82,967) | 44,100 | 5,000 |
| Miscellaneous Total | 4,561,967 | 4,714,757 | 5,507,780 | 4,679,670 |
| Transfers In | 4,031,633 | 3,357,683 | 7,476,490 | 4,800,720 |
| Other Financing | 2,763,314 | - | - | - |
| Total Revenues & Transfers | 73,474,037 | 77,000,436 | 83,888,010 | 82,423,530 |
| Total Resources Available | 120,237,690 | 125,059,129 | 147,655,706 | 138,536,946 |
| Estimated Remaining Fund Balance | 47,440,233 | 50,732,361 | 37,121,000 | 37,121,004 |
| Total Fund Balance | \$ 167,677,923 | \$ 175,791,490 | \$ 184,776,706 | \$ 175,657,950 |

Percentage Revenue Budget by Type (All Funds) – 2017



Percentage Expenditure Budget by Type (All Funds) – 2017



EXPENDITURE SUMMARY - ALL FUNDS

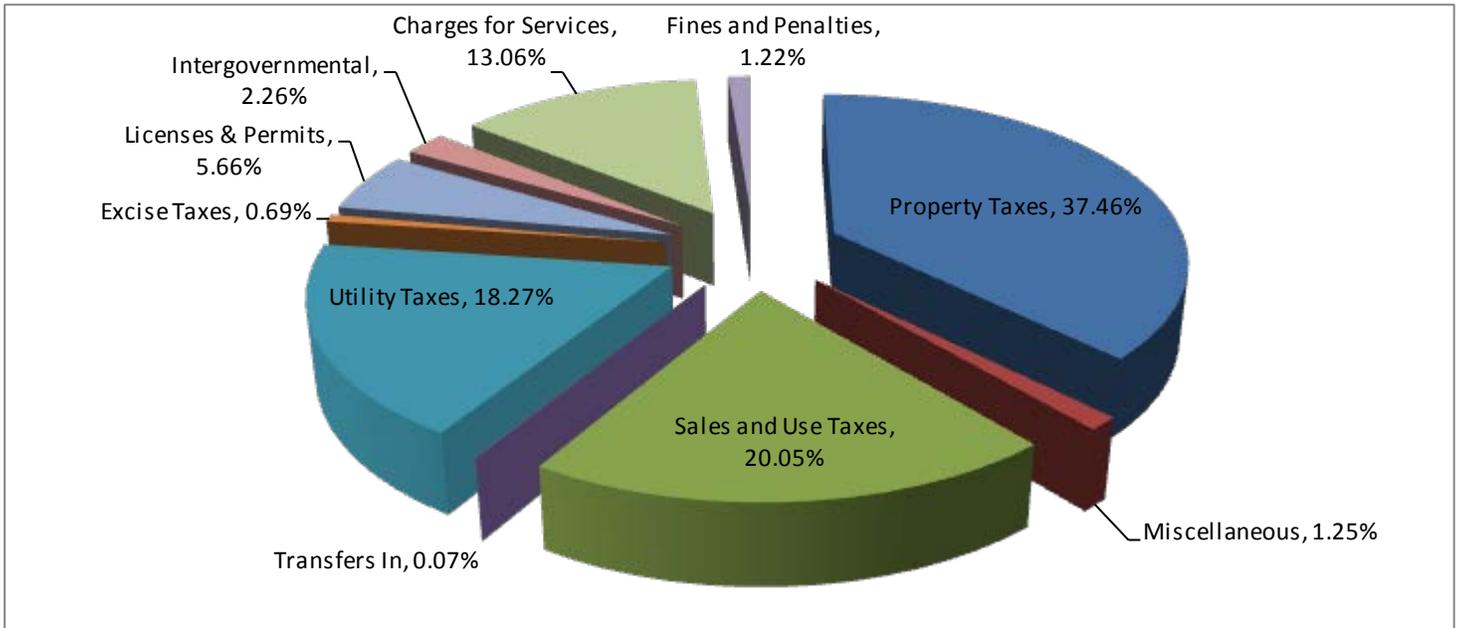
| | 2014 Actual | 2015 Actual | 2016 Estimate | 2017 Budget |
|---|-----------------------|--------------------|-----------------------|-----------------------|
| EXPENDITURE | | | | |
| Salaries | \$ 16,627,902 | 17,455,153 | \$ 18,409,910 | \$ 19,937,770 |
| Benefits | 6,662,215 | 6,978,474 | 7,492,880 | 7,969,410 |
| Total Salaries and Benefits | 23,290,117 | 24,433,626 | 25,902,790 | 27,907,180 |
| Total Supplies | 3,560,358 | 3,238,312 | 3,661,060 | 3,955,420 |
| Professional Services | 4,158,602 | 6,819,416 | 11,195,180 | 12,058,750 |
| Communication | 242,885 | 270,622 | 300,350 | 333,790 |
| Travel | 32,294 | 43,181 | 65,490 | 68,510 |
| Advertising | 72,545 | - | - | - |
| Excise Taxes | 5,637 | 593,275 | 550,000 | 571,500 |
| Rental/Lease | 1,617,265 | 1,645,601 | 1,704,110 | 2,673,330 |
| Insurance | 739,848 | 793,866 | 891,270 | 988,650 |
| Utilities | 1,646,596 | 1,953,961 | 1,971,930 | 2,009,130 |
| Repairs & Maintenance | 1,399,138 | 1,024,276 | 1,077,340 | 1,211,290 |
| Miscellaneous | 1,047,480 | 1,155,635 | 747,940 | 749,730 |
| Total Other Services and Charges | 10,962,290 | 14,299,833 | 18,503,610 | 20,664,680 |
| Total Intergovernmental Services | 13,805,017 | 12,031,124 | 13,771,800 | 12,552,930 |
| Total Capital Outlays | 3,610,922 | 7,365,513 | 16,747,040 | 23,089,230 |
| Total Debt Service | 5,327,372 | 3,561,325 | 5,479,500 | 4,545,240 |
| EXPENDITURE TOTAL | 60,556,075 | 64,929,734 | 84,065,800 | 92,714,680 |
| Transfers Out | 4,031,633 | 3,357,683 | 7,476,490 | 4,800,720 |
| Reclassifications and Cost Allocations | 756,299 | 2,858,780 | - | - |
| Depreciation Expense | 3,542,862 | 3,756,595 | - | - |
| TOTAL EXPENDITURES & TRANSFERS | 68,886,868 | 74,902,793 | 91,542,290 | 97,515,400 |
| Ending Cash Balance | 48,058,693 | 63,767,696 | 56,113,416 | 41,021,546 |
| Estimated Remaining Fund Balance | 50,732,361 | 37,121,000 | 37,121,000 | 37,121,004 |
| Ending Fund Balance | 98,791,054 | 100,888,696 | 93,234,416 | 78,142,550 |
| Total All Uses with Fund Balance | \$ 167,677,922 | 175,791,489 | \$ 184,776,706 | \$ 175,657,950 |

2017 General Fund Revenue

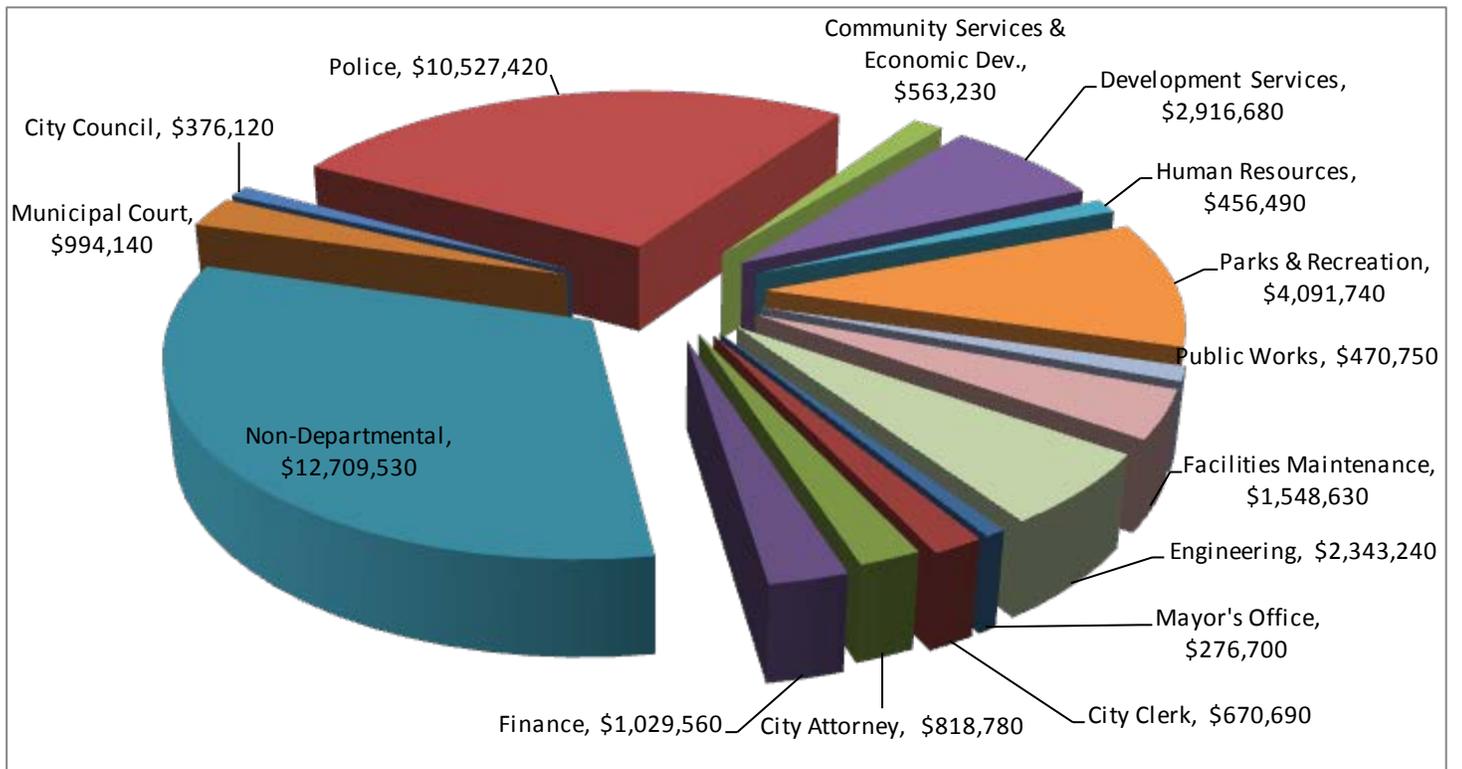
General Fund revenue for 2017, excluding fund balances, is \$37.8 million; a decrease of 3.22% from the 2016 year-end estimate.

| General Fund Revenues | 2014 Actual | 2015 Actual | 2016 Estimate | 2017 Budget |
|--|----------------------|----------------------|----------------------|----------------------|
| Property Taxes | \$ 13,717,961 | \$ 14,299,299 | \$ 14,699,370 | \$ 14,142,750 |
| Sales and Use Taxes | 6,597,329 | 7,460,502 | 7,542,040 | 7,569,540 |
| Utility Taxes | 6,640,962 | 6,699,231 | 6,862,720 | 6,897,340 |
| Excise Taxes | 238,644 | 255,507 | 261,000 | 262,300 |
| Tax Total | 27,194,895 | 28,714,539 | 29,365,130 | 28,871,930 |
| Business Licenses & Franchise Fees | 1,367,662 | 1,415,396 | 1,456,840 | 1,421,660 |
| Building Permits and Fees | 808,831 | 717,500 | 830,100 | 717,040 |
| Licenses & Permits Total | 2,176,493 | 2,132,897 | 2,286,940 | 2,138,700 |
| Intergovernmental Total | 766,365 | 977,585 | 1,208,360 | 853,010 |
| General Government | 440,226 | 344,016 | 354,710 | 367,710 |
| Public Safety | 1,083,739 | 1,035,366 | 1,007,090 | 1,041,040 |
| Utilities | 17,805 | 16,380 | 16,400 | - |
| Transportation | 1,706 | 2,043 | 1,800 | 1,800 |
| Natural and Economic Environment | 598,404 | 615,306 | 516,450 | 535,640 |
| Social Services | 8,684 | 9,493 | 11,120 | 11,460 |
| Culture and Recreation | 1,032,532 | 912,067 | 887,410 | 929,150 |
| Interfund Charges for Services | 2,126,201 | 2,216,145 | 2,312,540 | 2,044,540 |
| Charges for Services Total | 5,309,297 | 5,150,816 | 5,107,520 | 4,931,340 |
| Fines and Penalties Total | 558,427 | 535,078 | 473,230 | 460,400 |
| Investment Earnings | 27,450 | 70,045 | 51,100 | 51,500 |
| Rents, Leases & Concessions | 347,099 | 386,709 | 392,100 | 395,000 |
| Contributions & Donations | 25,958 | 21,410 | 8,050 | 7,850 |
| Other Misc Revenue | 12,383 | 27,295 | 33,070 | 17,450 |
| Sale of Capital Assets & Ins. Recoveries | - | - | - | - |
| Miscellaneous Total | 412,890 | 505,459 | 484,320 | 471,800 |
| Proceeds from refunding Long-Term Debt | 2,763,314 | - | - | - |
| Transfers In | - | 822,175 | 82,700 | 26,300 |
| Total Revenues & Transfers | \$ 39,181,681 | \$ 38,838,549 | \$ 39,008,200 | \$ 37,753,480 |

Percentage General Revenue by Type – 2017



2017 General Fund Expenditures by Department



| General Fund Expenditures by Department | | | | | | | |
|---|----------------------|----------------------|----------------------|----------------------|----------------------|-------------------|-------------------|
| | 2013 Actual | 2014 Actual | 2015 Actual | 2016 Estimate | 2017 Budget | 16-15 % Change | 17-16 % Change |
| City Council | \$ 283,946 | \$ 216,844 | \$ 214,501 | \$ 303,730 | \$ 376,120 | 41.60% | 23.83% |
| Mayor's Office | 235,609 | 244,596 | 251,288 | 260,480 | 276,700 | 3.66% | 6.23% |
| Human Resources | 257,042 | 335,265 | 368,765 | 455,420 | 456,490 | 23.50% | 0.23% |
| Municipal Court | 728,776 | 797,036 | 858,078 | 885,090 | 994,140 | 3.15% | 12.32% |
| City Clerk | 588,355 | 504,023 | 572,963 | 591,210 | 670,690 | 3.18% | 13.44% |
| Finance | 793,866 | 774,547 | 815,123 | 890,960 | 1,029,560 | 9.30% | 15.56% |
| Fiber Optic Project | 43,698 | 44,988 | 51,502 | 59,200 | - | 14.95% | -100.00% |
| Information Services | 561,247 | 887,575 | 758,336 | 844,830 | - | 11.41% | -100.00% |
| City Attorney | 483,465 | 559,428 | 667,843 | 741,560 | 818,780 | 11.04% | 10.41% |
| Non-Departmental | 11,061,295 | 17,247,780 | 12,614,950 | 15,325,320 | 12,709,530 | 21.49% | -17.07% |
| Police | 8,949,272 | 8,718,900 | 9,009,589 | 9,525,020 | 10,527,420 | 5.72% | 10.52% |
| Community Services & Economic Dev. | 370,469 | 451,113 | 437,823 | 496,050 | 563,230 | 13.30% | 13.54% |
| Development Services | 1,562,163 | 1,888,786 | 2,176,717 | 2,685,130 | 2,916,680 | 23.36% | 8.62% |
| Parks, Recreation and Cultural Services | 3,388,835 | 3,451,661 | 3,479,393 | 3,738,990 | 4,091,740 | 7.46% | 9.43% |
| Public Works | 325,704 | 343,263 | 340,637 | 371,420 | 470,750 | 9.04% | 26.74% |
| Facilities Maintenance | 1,338,459 | 1,449,635 | 1,446,614 | 1,463,840 | 1,548,630 | 1.19% | 5.79% |
| Engineering | 1,356,123 | 1,654,236 | 1,861,373 | 2,440,360 | 2,343,240 | 31.11% | -3.98% |
| Total Expenditures | \$ 32,328,324 | \$ 39,569,676 | \$ 35,925,493 | \$ 41,078,610 | \$ 39,793,700 | 14.34% | -3.13% |

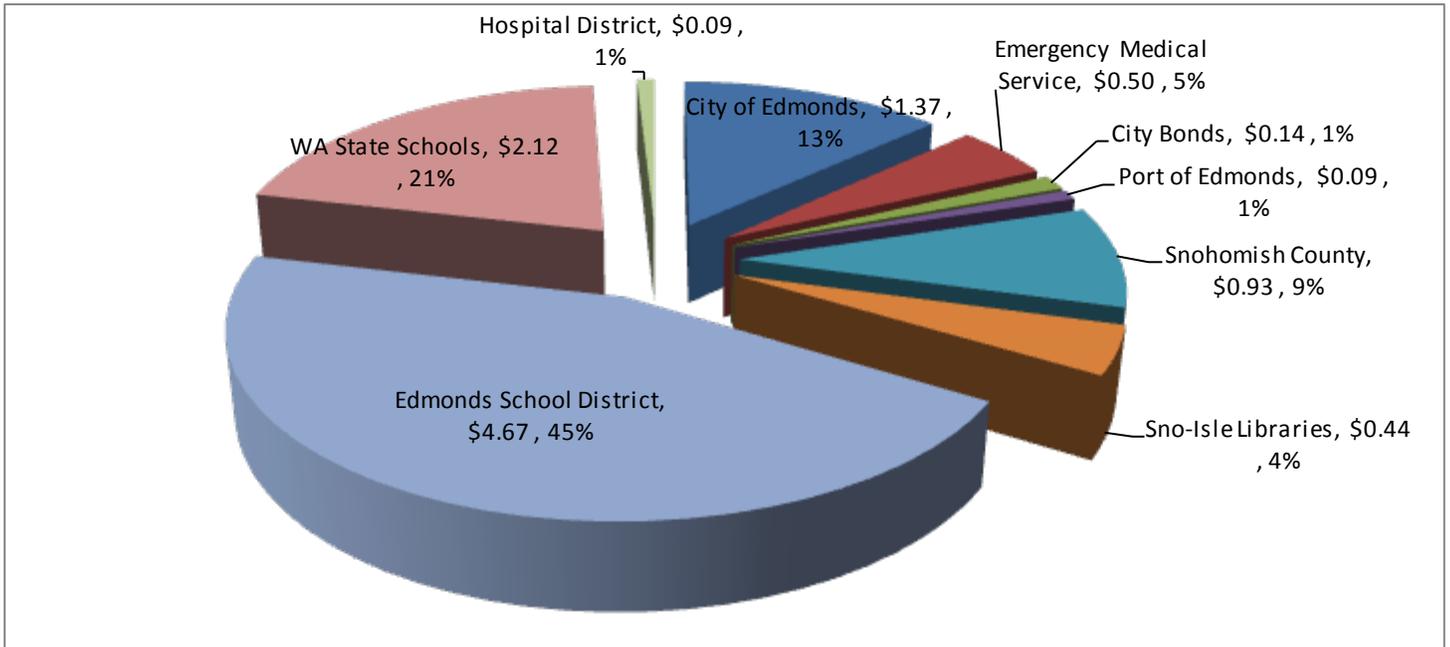
Significant General Fund Changes include:

- 1) Moving both the Fiber Optic Project and Information Services Divisions to a new internal service fund called the Technology Rental Fund 512,
- 2) The Public Safety Bonds were retired in 2016, creating a savings of \$950,000 in Non-Departmental, and
- 3) The second and last installment to Fire District 1 for \$800,000 was paid in 2016.

PROPERTY TAX

Property taxes are the City’s largest revenue source at \$14.1 million in 2017, or 37% 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 19.4% of property taxes paid by Edmonds property owners.

2016 Property Tax Rates by Jurisdiction



The City of Edmonds receives a relatively small percentage of a property owner’s tax bill (13.2% for the regular tax levy). In comparison, the Edmonds School District and WA State Schools taken together account for 65.6% of the property tax bill.

| 2016 Property Tax Rate per \$1,000 of Assessed Value | | |
|---|-----------------|---------------|
| Government Agency | Tax Rate | % of Total |
| City of Edmonds | \$ 1.37 | 13.2% |
| Emergency Medical Service | 0.50 | 4.8% |
| City Bonds | 0.14 | 1.3% |
| Total, City of Edmonds | 2.00 | 19.4% |
| Port of Edmonds | 0.09 | 0.9% |
| Snohomish County | 0.93 | 9.0% |
| Sno-Isle Libraries | 0.44 | 4.3% |
| Edmonds School District | 4.67 | 45.1% |
| WA State Schools | 2.12 | 20.5% |
| Hospital District | 0.09 | 0.9% |
| Total | \$ 10.35 | 100.0% |

DECISION PACKAGES

| Pkg# | Department | Description | One-Time Y/N | 2017 Cost | 2018 Ongoing Costs | 2017 Revenue |
|----------------------------|------------------------------------|--|--------------|------------------|--------------------|---------------|
| General Fund (001) | | | | | | |
| 1 | Human Resources | Safety/Risk Coordinator (part-time) | N | 20,000 | 21,000 | 2,000 |
| 2 | City Clerk | City Clerk Overtime | Y | 1,000 | | |
| 3 | City Clerk | Public records request web portal | N | 9,500 | | |
| 4 | Court | PAPERLESS COURT | Y | 20,000 | | |
| 5 | Finance | GASB 73 Implementation | Y | 3,500 | | |
| 6 | Non-Departmental | Council Contingency | Y | 100,000 | | |
| 7 | Non-Departmental | Public Defense Consultant | N | 5,000 | | |
| 8 | Non-Departmental | New IT Fund Seed Money | Y | 45,000 | | |
| 9 | Police | Radio Enhancement | Y | 23,610 | | |
| 10 | Police | Police Staff Assistant | N | 78,020 | 76,340 | |
| 11 | Police | School Resource Officer | N | 132,920 | | 53,280 |
| 12 | Police | SWAT Vehicle | Y | (500) | | |
| 13 | Community Services | Diversity Commission Consultant | Y | 6,000 | | |
| 14 | Community Services | Community Engagement & Public Relations Consultant | N | 30,000 | | |
| 15 | Community Services | Federal Lobbyist | Y | 72,000 | | |
| 16 | Community Services | Diversity Commission Miscellaneous Expenses | Y | 3,000 | | |
| 17 | Development Services | Departmental Software Maintenance | N | (16,600) | | |
| 18 | Development Services | Housing Strategy | Y | 30,000 | | |
| 19 | Development Services | Initiate new digital permit tracking system | Y | 125,000 | | |
| 20 | Development Services | Digitization and Archiving | Y | 48,000 | | |
| 21 | Development Services/Public Works | Increase Permit Coordinator to Full Time | N | 36,340 | 42,610 | 8,166 |
| 22 | Development Services | Building Division Professional Services | Y | 10,000 | | |
| 23 | Development Services-Bldg&Planning | Credit Card Fee Compensation | Y | 15,000 | | |
| 24 | Development Services | Make 1/2 Planner position full time | N | 56,230 | | |
| 25 | Parks & Recreation | Student Conservation Association | N | 5,000 | | |
| 26 | Parks & Recreation | Parks Department Reorganization | N | 8,550 | 8,980 | |
| 27 | Parks & Recreation | Parks FTE Employee | N | 130,170 | 79,690 | |
| 28 | Parks & Recreation | Rental Costs for Portable Toilets | Y | 15,000 | | |
| 29 | Public Works | Ergonomic Deskspace Improvements | Y | 2,000 | | |
| 30 | Public Works | Lead Maintenance Custodian | N | 6,900 | 7,250 | |
| 31 | Public Works | Overtime increase | N | 5,000 | | |
| 32 | Public Works | Professional Services | N | 6,000 | | |
| 33 | Public Works | Travel Expenses | N | 1,000 | | |
| 34 | Public Works | Rental /Lease | N | 5,000 | | |
| 35 | Public Works | interfund rental | N | 5,600 | | |
| 36 | Public Works | Planned maintenance service renewal | Y | 6,000 | | |
| 37 | Public Works | Miscellaneous | N | 5,000 | | |
| 38 | Public Works | Desk Systems, 3 sit/stand | Y | 1,730 | | |
| 39 | Public Works | Waterfront At-Grade Crossing Design Development | Y | 150,000 | | |
| 40 | Public Works | Commute Trip Reduction (CTR) | N | 2,000 | | |
| General Fund Totals | | | | 1,207,970 | 235,870 | 63,446 |

| Building Maintenance (016) | | | | | | |
|---|--------------|-----------------------|---|----------------|----------|----------------|
| 41 | Public Works | FAC roof replacement | Y | 350,000 | | 350,000 |
| 42 | Public Works | FY 17 Capital Renewal | | - | | |
| Building Maintenance Fund Totals | | | | 350,000 | - | 350,000 |

| Street Fund (111) | | | | | | |
|---------------------------|-------------|--|---|----------------|----------|----------|
| 43 | Street Fund | Synchro 9 Transportation Software | Y | 4,500 | | |
| 44 | Street Fund | Mid-Block crosswalk Ped Warning lights | Y | 20,000 | | |
| 45 | Street Fund | Traffic control cabinets | N | 70,000 | | |
| 46 | Street Fund | Tree maintenance | N | 8,000 | | |
| Street Fund Totals | | | | 102,500 | - | - |

DECISION PACKAGES CONTINUED

| Street Construction Fund (112) | | | | | | |
|--|--------------------------|---|---|----------------|----------|----------------|
| 47 | Street Construction Fund | 220th St SW Traffic Signal - Hwy 99 to 76th Ave W | Y | 253,000 | | 253,000 |
| 48 | Street Construction Fund | Audible Pedestrian Signals | | - | | |
| 49 | Street Construction Fund | Minor Sidewalk Program | | - | | |
| 50 | Street Construction Fund | 2017 Pavement Preservation Program | | - | | |
| 51 | Street Construction Fund | SR-99 Access Management | | - | | |
| 52 | Street Construction Fund | 2017 Traffic Calming Program | | - | | |
| 53 | Street Construction Fund | Sidewalk Curb Ramps | | - | | |
| 54 | Street Construction Fund | 2016 Annual Street Preservation Carryforward | | - | | |
| Street Construction Fund Totals | | | | 253,000 | - | 253,000 |

| Hotel/Motel Tax Fund (120) | | | | | | |
|------------------------------------|----------------------|---|---|---------------|----------|----------|
| 55 | Hotel/Motel Tax Fund | \$5,000 increase in LTAC Advertising | N | 5,000 | | |
| 56 | Hotel/Motel Tax Fund | \$3,000 increase in LTAC Advertising | Y | 3,000 | | |
| 57 | Hotel/Motel Tax Fund | LTAC Professional Services Increase | N | 2,200 | | |
| 58 | Hotel/Motel Tax Fund | Increase of \$850 LTAC Fund Miscellaneous | N | 850 | | |
| 59 | Hotel/Motel Tax Fund | LTAC \$4,000 Miscellaneous one-time | Y | 4,000 | | |
| Hotel/Motel Tax Fund Totals | | | | 15,050 | - | - |

| REET 2 Fund (125) | | | | | | |
|---------------------------|--------------------------|--|---|----------------|----------|----------|
| 48 | Street Construction Fund | Audible Pedestrian Signals | Y | 20,000 | | |
| 49 | Street Construction Fund | Minor Sidewalk Program | Y | 100,000 | | |
| 50 | Street Construction Fund | 2017 Pavement Preservation Program | Y | 140,000 | | |
| 53 | Street Construction Fund | Sidewalk Curb Ramps | Y | 25,000 | | |
| 54 | Street Construction Fund | 2016 Annual Street Preservation Carryforward | Y | 165,000 | | |
| REET 2 Fund Totals | | | | 450,000 | - | - |

| REET 1 (126) | | | | | | |
|---------------------------|--------------------------|---|---|------------------|----------|----------|
| 42 | Public Works | FY 17 Capital Renewal | Y | 300,000 | | |
| 47 | Street Construction Fund | 220th St SW Traffic Signal - Hwy 99 to 76th Ave W | Y | 47,000 | | |
| 50 | Street Construction Fund | 2017 Pavement Preservation Program | Y | 995,000 | | |
| 51 | Street Construction Fund | SR-99 Access Management | Y | 300,000 | | |
| 52 | Street Construction Fund | 2017 Traffic Calming Program | Y | 20,000 | | |
| REET 1 Fund Totals | | | | 1,662,000 | - | - |

| Water Utility Fund (421) | | | | | | |
|----------------------------------|----------------------|--|---|---------------|----------|----------|
| 21 | Development Services | Increase Permit Coordinator to Full Time | N | 2,720 | | |
| 38 | Water Utility Fund | Desk Systems, 3 sit/stand | Y | 1,730 | | |
| 60 | Water Utility Fund | Replace 2 Confined Space Ventilation Blowers | Y | 4,000 | | |
| 61 | Water Utility Fund | Portable Maintenance Management Technology | Y | 3,000 | | |
| 62 | Water Utility Fund | Vehicle Mounted Air Compressor | Y | 25,000 | | |
| Water Utility Fund Totals | | | | 36,450 | - | - |

| Storm Water Utility Fund (422) | | | | | | |
|--|--------------------------|--|---|----------------|----------|----------|
| 21 | Development Services | Increase Permit Coordinator to Full Time | N | 2,720 | | |
| 38 | Storm Water Utility Fund | Desk Systems, 3 sit/stand | Y | 1,730 | | |
| 63 | Storm Water Utility Fund | LID Code Update & Training for New Code | Y | 50,000 | | |
| 64 | Storm Water Utility Fund | Stormwater permit fees | N | 65,000 | | |
| Storm Water Utility Fund Totals | | | | 119,450 | - | - |

| Sewer Utility Fund (423) | | | | | | |
|---------------------------------|----------------------|---|---|----------------|----------|--------------|
| 21 | Development Services | Increase Permit Coordinator to Full Time | N | 2,720 | | |
| 38 | Sewer Utility Fund | Desk Systems, 3 sit/stand | Y | 1,730 | | |
| 61 | Sewer Utility Fund | Portable Maintenance Management Technology | N | 3,000 | | |
| 65 | Sewer Utility Fund | Replace 4 Confined Space Ventilation Blowers | Y | 8,000 | | |
| 66 | Sewer Utility Fund | Emergency Generator Plugs at Lift Stations | Y | 15,000 | | |
| 67 | Sewer Utility Fund | Confined Space Fall Protection | Y | 20,000 | | |
| 68 | Sewer Utility Fund | Push Camera Replacement for Small Sewer Lines | Y | 15,000 | | |
| 69 | Sewer Utility Fund | 50 KW Portable Generator for Emergency Backup | Y | 75,000 | | |
| 70 | Sewer Utility Fund | Two Temporary Workers | Y | 14,000 | | 7,190 |
| Sewer Fund Totals | | | | 154,450 | - | 7,190 |

DECISION PACKAGES CONTINUED

| Equipment Rental Fund (511) | | | | | | |
|-------------------------------------|-----------------------|---|---|----------------|---|---|
| 11 | Police | School Resource Officer | Y | 55,000 | | |
| 12 | Police | SWAT Vehicle | Y | 42,000 | | |
| 71 | Equipment Rental Fund | 2017 Propane conversions | Y | 35,000 | | |
| 72 | Public Works | Public Works Site Generator Replacement | Y | 115,000 | | |
| Equipment Rental Fund Totals | | | | 247,000 | - | - |

| Technology Rental Fund (512) | | | | | | |
|--------------------------------------|------------------------|---|---|----------|---|---------------|
| 8 | Non-Departmental | New IT Fund Seed Money | Y | | | 45,000 |
| 17 | Development Services | Departmental Software Maintenance | N | 31,000 | | |
| 73 | Technology Rental Fund | Reduction in Fiber Hardware Maintenance | N | (15,000) | | |
| 74 | Technology Rental Fund | Redundancy in Communication | Y | 6,500 | | |
| 75 | Technology Rental Fund | Reducing Supplies Baseline for 2017 | N | (23,200) | | |
| 76 | Technology Rental Fund | Conference costs increase | N | 700 | | |
| Technology Rental Fund Totals | | | | - | - | 45,000 |

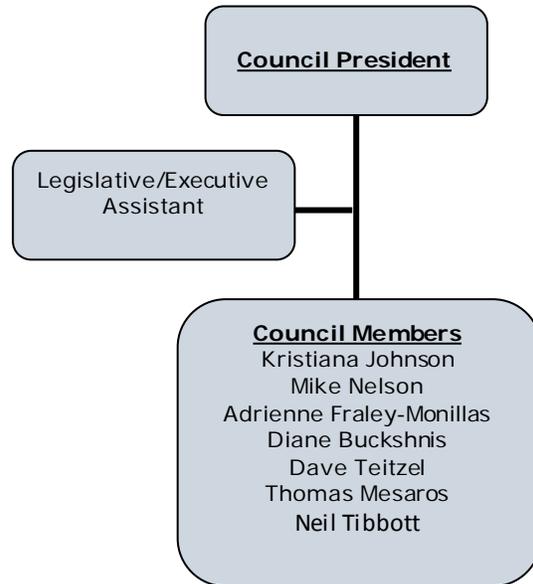
| COUNCIL'S REQUESTED BUDGET CHANGES | | |
|---|--|-------------------------------|
| Item # | Description | Budget Increase (Decrease) |
| GENERAL FUND | | |
| 1 | Add Social Worker* | \$50,000 |
| 2 | Add Parking Enforcement Officer | \$41,150 |
| 3 | Pedestrian Safety Training | \$15,000 |
| 4 | Health District Contribution | \$41,000 |
| 5 | Increase Annual Senior Center Contribution | \$15,000 |
| 6 | 1 Radar Speed Indicator Trailer | \$11,000 |
| 7 | Change Council Miscellaneous to Council Contingency | \$0 |
| 8 | Reduce Professional Services Budget From \$12,000 to \$6,000 | (\$6,000) |
| 9 | Reduce Travel Budget From \$3,000 to \$1,000 | (\$2,000) |
| 10 | Reduce Rental Budget From \$10,000 to \$5,000 | (\$5,000) |
| 11 | Reduce Misc. Budget From \$13,000 to \$5,000 | (\$8,000) |
| 12 | Pine Street Lights | \$20,000 |
| 13 | Remove Decision Package | (\$8,000) |
| 14 | Add \$5,000 back to Council Contingency | \$5,000 |
| 15 | COLA Salary Increase for the Mayor | \$3,108 |
| 16 | Re-allocate Council Discretionary Budget | (\$100,000) |
| | Impacts to General Fund Budget | <u>\$72,258</u> |

| STAFF'S RECOMMENDED BUDGET CHANGES | | |
|---|--|-------------------------------|
| Item # | Description | Budget Increase (Decrease) |
| GENERAL FUND | | |
| 1 | Increase budget for Prosecutor contract | \$50,000 |
| 2 | Initiative 1433 - Minimum Wage Increase | \$4,000 |
| 3 | Senior Center Insurance | \$8,700 |
| | Impacts to General Fund Budget | <u>\$62,700</u> |
| HOTEL/MOTEL FUND | | |
| 4 | Increase budget for Snohomish County Tourism | (\$200) |
| 4 | Decrease budget for Miscellaneous | \$200 |
| | Impacts to Fund 120 Budget | <u>\$0</u> |



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



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

Mission Statement

The City Council establishes City Policies, sets forth the powers vested in Legislative Bodies, represents the City on Boards and Commissions, attends Council meetings and Legislative briefings, represents the City to other organizations and performs ceremonial duties.

Purpose

The City Council is the legislative body that establishes City policy. 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

- 11 Salaries - Council: No change in base salary.
- 23 Benefits – Council: Increase due to increase by provider.
- 11.10 – Salaries – Staff: Executive Council Assistant 2% COLA increase.
- 23.10 Benefits – Staff: Increase due to increase by provider.

Major 2017 Budget Changes:

The increase to Salaries and Benefits is due to the Council Executive Assistant increasing from a 0.5 time FTE to a fulltime FTE.

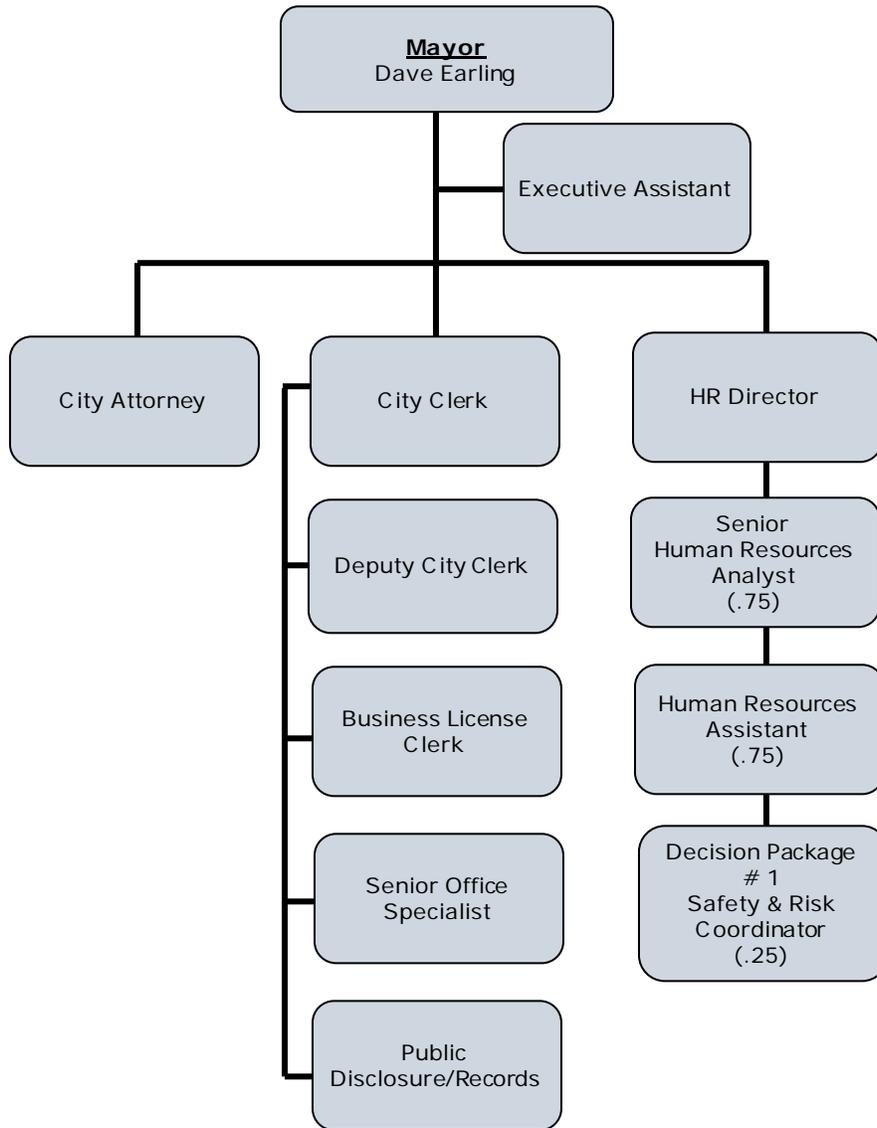
The increase to Interfund Rental is due to the reorganization of the Technology Services group. Previously, costs to pay for Information Technology (IT) were budgeted as part of the Administrative Services Division; beginning in 2017 IT costs will be budgeted in a new Internal Services Fund titled Technology Services Fund 512. Through the Interfund Rental account, each City Fund or Department will be billed for the IT services provided to them.

- Council amendment #3 added \$15,000 for pedestrian safety training
- Council amendment #14 added back \$5,000 to the Council Contingency

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

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|-----------------------|---------|---------|----------|---------|-----------------|-----------------|-------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Salaries | 126,193 | 119,100 | 124,180 | 158,170 | 39,070 | 33% | 33,990 | 27% |
| Overtime | - | 1,000 | 1,000 | 1,000 | - | 0% | - | 0% |
| Benefits | 73,673 | 88,550 | 91,700 | 108,520 | 19,970 | 23% | 16,820 | 18% |
| Supplies | 1,199 | 2,000 | 2,000 | 2,000 | - | 0% | - | 0% |
| Minor Equipment | 1,522 | - | - | - | N/A | N/A | N/A | N/A |
| Professional Services | 5,871 | 47,160 | 47,160 | 62,160 | 15,000 | 32% | 15,000 | 32% |
| Communications | 3,601 | 3,000 | 3,000 | 3,000 | - | 0% | - | 0% |
| Travel | 1,019 | 6,700 | 6,700 | 6,700 | - | 0% | - | 0% |
| Rental/Lease | 554 | 490 | 490 | 490 | - | 0% | - | 0% |
| Interfund Rental | - | - | - | 8,580 | 8,580 | N/A | 8,580 | N/A |
| Repair/Maintenance | - | 500 | 500 | 500 | - | 0% | - | 0% |
| Miscellaneous | 869 | 7,000 | 7,000 | - | (7,000) | -100% | (7,000) | -100% |
| Council Contingency | - | 20,000 | 20,000 | 25,000 | 5,000 | 25% | 5,000 | 25% |
| | 214,501 | 295,500 | 303,730 | 376,120 | 80,620 | 27% | 72,390 | 24% |

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



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

Mission Statement

To administer City business in an efficient, economical, ethical, and legal manner. To represent and protect the City’s interests at all governmental and jurisdictional levels. To lead and support all efforts to enhance the quality of life for Edmonds citizens.

Purpose

The Mayor acts as full-time Chief Executive Officer and Chief Operating Officer. The Mayor’s Office encompasses the Mayor and an executive assistant along with the Human Resources Division, City Clerk, and the City Attorney.

| Program | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change 17-16 Budget | % Change 17-16 Budget | \$ Change 17-16 Estimate | % Change 17-16 Estimate |
|---------------------|----------------|----------------|------------------|----------------|------------------------------|-----------------------------|--------------------------------|-------------------------------|
| Office of the Mayor | 251,288 | 260,250 | 260,480 | 276,700 | 16,450 | 6% | 16,220 | 6% |
| Human Resources | 368,765 | 462,040 | 455,420 | 456,490 | (5,550) | -1% | 1,070 | 0% |
| City Clerk | 572,963 | 593,410 | 591,210 | 670,690 | 77,280 | 13% | 79,480 | 13% |
| City Attorney | 667,843 | 741,560 | 741,560 | 818,780 | 77,220 | 10% | 77,220 | 10% |
| | 1,860,858 | 2,057,260 | 2,048,670 | 2,222,660 | 165,400 | 8% | 173,990 | 8% |

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change 17-16 Budget | % Change 17-16 Budget | \$ Change 17-16 Estimate | % Change 17-16 Estimate |
|--------------------|----------------|----------------|------------------|----------------|------------------------------|-----------------------------|--------------------------------|-------------------------------|
| Salaries | 736,426 | 751,950 | 745,440 | 778,600 | 26,650 | 4% | 33,160 | 4% |
| Overtime | 1,692 | - | - | 1,000 | 1,000 | N/A | 1,000 | N/A |
| Benefits | 237,026 | 251,560 | 253,460 | 269,500 | 17,940 | 7% | 16,040 | 6% |
| Supplies | 13,959 | 14,040 | 14,040 | 14,040 | - | 0% | - | 0% |
| Small Equipment | 990 | 300 | 300 | 300 | - | 0% | - | 0% |
| Professional Svc | 772,413 | 885,870 | 885,870 | 927,090 | 41,220 | 5% | 41,220 | 5% |
| Communication | 43,418 | 52,100 | 52,100 | 52,100 | - | 0% | - | 0% |
| Travel | 1,369 | 5,000 | 5,000 | 6,000 | 1,000 | 20% | 1,000 | 20% |
| Rental/Lease | 25,469 | 24,600 | 24,600 | 55,220 | 30,620 | 124% | 30,620 | 124% |
| Intefund Rental | - | - | - | 57,850 | 57,850 | N/A | 57,850 | N/A |
| Repair/Maintenance | 25,981 | 29,810 | 25,830 | 35,330 | 5,520 | 19% | 9,500 | 37% |
| Miscellaneous | 2,114 | 42,030 | 42,030 | 25,630 | (16,400) | -39% | (16,400) | -39% |
| | 1,860,858 | 2,057,260 | 2,048,670 | 2,222,660 | 165,400 | 8% | 173,990 | 8% |

| | | | | |
|-------------|----------------|---|----------------|--------|
| 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, an assistant 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, and boards and commissions acknowledgements.

The professional services budget covers framing of employee retirement posters, printing services, and vacation coverage for the Mayor’s Executive Assistant.

The communication budget includes the Mayor’s iPad, cell phone and related data plan.

The travel budget includes mileage/parking/meals reimbursement, 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.

Major 2017 Budget Changes

The major change for the 2017 budget is an increase in the travel budget.

The increase to Interfund Rental is due to the reorganization of the Technology Services group. Previously, costs to pay for Information Technology (IT) were budgeted as part of the Administrative Services Division; beginning in 2017 IT costs will be budgeted in a new Internal Services Fund titled Technology Services Fund 512. Through the Interfund Rental account, each City Fund or Department will be billed for the IT services provided to them.

Council amendment #15 added \$3,108 for a COLA salary increase for the Mayor

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

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|-----------------------|---------|---------|----------|---------|-----------------|-----------------|-------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Salaries | 197,135 | 197,160 | 197,480 | 202,230 | 5,070 | 3% | 4,750 | 2% |
| Benefits | 45,793 | 48,190 | 48,100 | 49,670 | 1,480 | 3% | 1,570 | 3% |
| Supplies | 1,192 | 1,500 | 1,500 | 1,500 | - | 0% | - | 0% |
| Minor Equipment | 281 | - | - | - | N/A | N/A | N/A | N/A |
| Professional Services | 1,908 | 2,000 | 2,000 | 2,000 | - | 0% | - | 0% |
| Communications | 502 | 1,400 | 1,400 | 1,400 | - | 0% | - | 0% |
| Travel | 188 | 3,000 | 3,000 | 4,000 | 1,000 | 33% | 1,000 | 33% |
| Rental/Lease | 2,134 | 2,400 | 2,400 | 2,000 | (400) | -17% | (400) | -17% |
| Interfund Rental | - | - | - | 9,450 | 9,450 | N/A | 9,450 | N/A |
| Miscellaneous | 2,154 | 4,600 | 4,600 | 4,450 | (150) | -3% | (150) | -3% |
| | 251,288 | 260,250 | 260,480 | 276,700 | 16,450 | 6% | 16,220 | 6% |

| | | | | |
|-------------|-----------------|---|----------------|-----------------|
| Fund: | General |  | Fund #: | 001 |
| Department: | Mayor | | 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, policy development, program development, Disability Board, Civil Service, and employee records.

Budget Narrative

The Salary and Benefit budget includes the Human Resources Director, Senior Human Resources Analyst, and part-time Human Resources Assistant.

The supplies budget includes general office supplies such as copy paper, toner cartridges, disposable visitor badges used city-wide, and other commonly used office items.

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

The professional services budget includes contracts for professional services, MEBT costs, hearing tests, non-Civil Service fitness for duty evaluations, drug testing, City-wide training, investigations, background checks for summer seasonal employees in the Parks and Recreation department and Public Works in addition to other key employees throughout the city, and monthly fees for the Flexible Spending Plan. Included as well is the worker’s compensation claims consultant fees.

The communications budget funds the expense associated with the Director’s iPad service charges.

The travel budget funds Human Resources training and travel.

The advertising budget funds the cost of advertising for approved vacant positions through a variety of vendors (newspapers, online, professional associations, Craigslist, 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, disaster supplies, tuition reimbursement and professional membership expenses.

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.

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

Major 2017 Budget Changes

The increase to Interfund Rental is due to the reorganization of the Technology Services group. Previously, costs to pay for Information Technology (IT) were budgeted as part of the Administrative Services Division; beginning in 2017 IT costs will be budgeted in a new Internal Services Fund titled Technology Services Fund 512. Through the Interfund Rental account, each City Fund or Department will be billed for the IT services provided to them.

Decision package #1 added \$20,000 to 2017 costs for a part-time Safety/Risk Coordinator.

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change 17-16 Budget | % Change 17-16 Budget | \$ Change 17-16 Estimate | % Change 17-16 Estimate |
|-----------------------|----------------|----------------|------------------|----------------|------------------------------|-----------------------------|--------------------------------|-------------------------------|
| Salaries | 210,144 | 226,880 | 218,960 | 249,980 | 23,100 | 10% | 31,020 | 14% |
| Benefits | 70,260 | 73,380 | 74,680 | 79,390 | 6,010 | 8% | 4,710 | 6% |
| Supplies | 3,239 | 2,300 | 2,300 | 2,300 | - | 0% | - | 0% |
| Minor Equipment | 107 | 300 | 300 | 300 | - | 0% | - | 0% |
| Professional Services | 57,072 | 91,000 | 91,000 | 55,000 | (36,000) | -40% | (36,000) | -40% |
| Communications | 1,145 | 700 | 700 | 700 | - | 0% | - | 0% |
| Travel | 757 | 1,000 | 1,000 | 1,000 | - | 0% | - | 0% |
| Rental/Lease | 1,979 | 2,200 | 2,200 | 2,200 | - | 0% | - | 0% |
| Interfund Rental | - | - | - | 17,590 | 17,590 | N/A | 17,590 | N/A |
| Repair/Maintenance | 7,793 | 7,850 | 7,850 | 7,850 | - | 0% | - | 0% |
| Miscellaneous | (7,524) | 33,250 | 33,250 | 17,000 | (16,250) | -49% | (16,250) | -49% |
| | 344,972 | 438,860 | 432,240 | 433,310 | (5,550) | -1% | 1,070 | 0% |
| Civil Service | | | | | | | | |
| Supplies | 505 | - | - | - | N/A | N/A | N/A | N/A |
| Professional Svc | 19,903 | 23,000 | 23,000 | 23,000 | - | 0% | - | 0% |
| Miscellaneous | 3,384 | 180 | 180 | 180 | - | 0% | - | 0% |
| | 23,793 | 23,180 | 23,180 | 23,180 | - | 0% | - | 0% |
| | 368,765 | 462,040 | 455,420 | 456,490 | (5,550) | -1% | 1,070 | 0% |

| | | | | |
|-------------|------------|---|----------------|--------|
| Fund: | General |  | Fund #: | 001 |
| Department: | Mayor | | Department #: | 25 |
| 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, packet, and minute preparation.

This office also issues all business and specialty licensing and parking permits, provides access to public records, and provides switchboard/receptionist services, citywide mail/postage services, photocopy services, and purchasing services.

Budget Narrative

The Salary and Benefit budget includes the City Clerk, Deputy City Clerk, Business License Clerk, Senior Office Specialist, and part time Public Disclosure/Records.

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, and Agenda Quick 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.

Major 2017 Budget Changes

The increase to Interfund Rental is due to the reorganization of the Technology Services group. Previously, costs to pay for Information Technology (IT) were budgeted as part of the Administrative Services Division; beginning in 2017 IT costs will be budgeted in a new Internal Services Fund titled Technology Services Fund 512. Through the Interfund Rental account, each City Fund or Department will be billed for the IT services provided to them.

Decision package #2 added \$1,000 to 2017 costs to add overtime in the Clerk’s Office.

Decision package #3 added \$9,500 to 2017 costs for a web-based public records software module.

| | | | | |
|-------------|------------|---|----------------|--------|
| Fund: | General |  | Fund #: | 001 |
| Department: | Mayor | | Department #: | 25 |
| Cost Center | City Clerk | | Cost Center #: | 514.30 |

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|-----------------------|---------|---------|----------|---------|-----------------|-----------------|-------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Salaries | 329,148 | 327,910 | 329,000 | 326,390 | (1,520) | 0% | (2,610) | -1% |
| Overtime | 1,692 | - | - | 1,000 | 1,000 | N/A | 1,000 | N/A |
| Benefits | 120,973 | 129,990 | 130,680 | 140,440 | 10,450 | 8% | 9,760 | 7% |
| Supplies | 9,022 | 10,240 | 10,240 | 10,240 | - | 0% | - | 0% |
| Minor Equipment | 602 | - | - | - | N/A | N/A | N/A | N/A |
| Professional Services | 25,687 | 28,310 | 28,310 | 28,310 | - | 0% | - | 0% |
| Communications | 41,771 | 50,000 | 50,000 | 50,000 | - | 0% | - | 0% |
| Travel | 423 | 1,000 | 1,000 | 1,000 | - | 0% | - | 0% |
| Rental/Lease | 21,357 | 20,000 | 20,000 | 51,020 | 31,020 | 155% | 31,020 | 155% |
| Interfund Rental | - | - | - | 30,810 | 30,810 | N/A | 30,810 | N/A |
| Repair/Maintenance | 18,188 | 21,960 | 17,980 | 27,480 | 5,520 | 25% | 9,500 | 53% |
| Miscellaneous | 4,100 | 4,000 | 4,000 | 4,000 | - | 0% | - | 0% |
| | 572,963 | 593,410 | 591,210 | 670,690 | 77,280 | 13% | 79,480 | 13% |

| | | | | |
|-------------|---------------|---|----------------|-----|
| 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.

Major 2017 Budget Changes

Staff recommended change #1 added \$50,000 for the prosecutor contract

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

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|------------------------|---------|---------|----------|---------|-----------------|-----------------|-------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Prof Svc - City Atty | 492,972 | 511,680 | 511,680 | 532,150 | 20,470 | 4% | 20,470 | 4% |
| Prof Serv - Misc Legal | - | 5,000 | 5,000 | 5,000 | - | 0% | - | 0% |
| Prof Serv - Prosecutor | 174,871 | 224,880 | 224,880 | 281,630 | 56,750 | 25% | 56,750 | 25% |
| Miscellaneous | - | - | - | - | N/A | N/A | N/A | N/A |
| | 667,843 | 741,560 | 741,560 | 818,780 | 77,220 | 10% | 77,220 | 10% |

| | | | | |
|-------------|------------------------|---|----------------|-----|
| 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, Fund 138 titled Sister City Commission was established on June 30, 1989. Further, in accordance with ordinance, Section 10.60.040 private revenues and expenditures donated 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 the 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 and expected to continue its fundraising efforts in order to provide a separate source of private funding for its projects. The Commission looks for corporate sponsors and a major fundraising event.

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

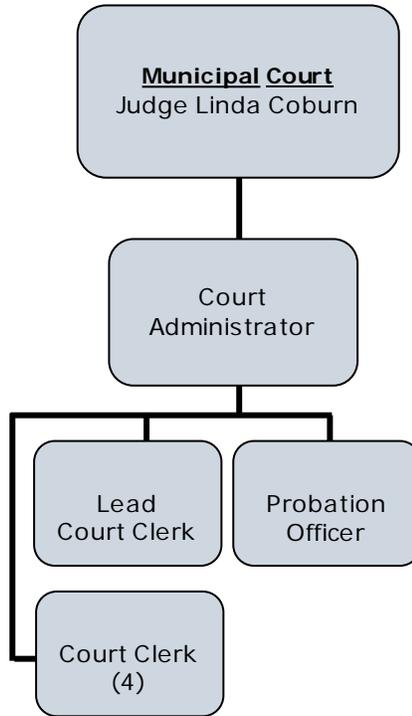
| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change 17-16 Budget | % Change 17-16 Budget | \$ Change 17-16 Estimate | % Change 17-16 Estimate |
|----------------------------|--------------|--------------|---------------|--------------|------------------------|-----------------------|--------------------------|-------------------------|
| Program 100 -Public | | | | | | | | |
| Beginning Balance | 1,031 | 3,250 | 3,250 | 2,760 | (490) | -15% | (490) | -15% |
| <u>Revenue</u> | | | | | | | | |
| Investment Interest | 10 | 10 | 10 | 10 | - | 0% | - | 0% |
| Interfund Transfer | 5,000 | 5,000 | 5,000 | 5,000 | - | 0% | - | 0% |
| Total Revenues | 5,010 | 5,010 | 5,010 | 5,010 | - | 0% | - | 0% |
| <u>Expenditure</u> | | | | | | | | |
| Supplies | 778 | 1,000 | 1,000 | 1,000 | - | 0% | - | 0% |
| Travel | 407 | 1,000 | 1,000 | 1,000 | - | 0% | - | 0% |
| Miscellaneous | 1,602 | 3,500 | 3,500 | 3,500 | - | 0% | - | 0% |
| Total Expenditures | 2,787 | 5,500 | 5,500 | 5,500 | - | 0% | - | 0% |
| Ending Balance | 3,255 | 2,760 | 2,760 | 2,270 | (490) | -18% | (490) | -18% |

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change 17-16 Budget | % Change 17-16 Budget | \$ Change 17-16 Estimate | % Change 17-16 Estimate |
|------------------------------|--------------|--------------|---------------|--------------|------------------------|-----------------------|--------------------------|-------------------------|
| Program 200 - Private | | | | | | | | |
| Beginning Balance | 671 | 530 | 530 | 680 | 150 | 28% | 150 | 28% |
| <u>Revenue</u> | | | | | | | | |
| Investment Interest | 11 | - | - | - | N/A | N/A | N/A | N/A |
| Contributions | 3,904 | 7,000 | 4,200 | 5,000 | (2,000) | -29% | 800 | 19% |
| Total Revenues | 3,915 | 7,000 | 4,200 | 5,000 | (2,000) | -29% | 800 | 19% |
| <u>Expenditure</u> | | | | | | | | |
| Supplies | - | 1,000 | 950 | 500 | (500) | -50% | (450) | -47% |
| Student Trip | 2,953 | 3,500 | 2,600 | 3,500 | - | 0% | 900 | 35% |
| Miscellaneous | 1,104 | 2,500 | 500 | 1,000 | (1,500) | -60% | 500 | 100% |
| Total Expenditures | 4,056 | 7,000 | 4,050 | 5,000 | (2,000) | -29% | 950 | 23% |
| Ending Balance | 530 | 530 | 680 | 680 | 150 | 28% | - | 0% |



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



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

Function

Edmonds Municipal Court adjudicates all criminal misdemeanor and gross misdemeanor cases resulting from crimes committed in Edmonds. The Court also adjudicates all civil infractions of City ordinances as well as a limited number of other civil matters. The Court’s jurisdiction and authority is established in accordance with the Revised Code of Washington 3.46.030.

Administrative responsibilities of the Court include case-flow management procedures, safeguarding financial records and transactions, maintaining all documents filed with the court, state crime system data entry and implementing retention and public disclosure policies.

Budget Narrative

The Edmonds Municipal Court staff encompasses the judge, the court administrator, one probation officer, one lead court clerk, and four FTE court clerk positions.

Operation expenditures include, but are not limited to, office supply purchases for the entire department, required training for the Judge and Court staff, rental and maintenance cost for the copier, interpreter cost for court proceedings, court security, jury trials, pre-trial monitoring, probation monitoring, and public inquiries.

Major 2017 Budget Changes

The increase to Interfund Rental is due to the reorganization of the Technology Services group. Previously, costs to pay for Information Technology (IT) were budgeted as part of the Administrative Services Division; beginning in 2017 IT costs will be budgeted in a new Internal Services Fund titled Technology Services Fund 512. Through the Interfund Rental account, each City Fund or Department will be billed for the IT services provided to them.

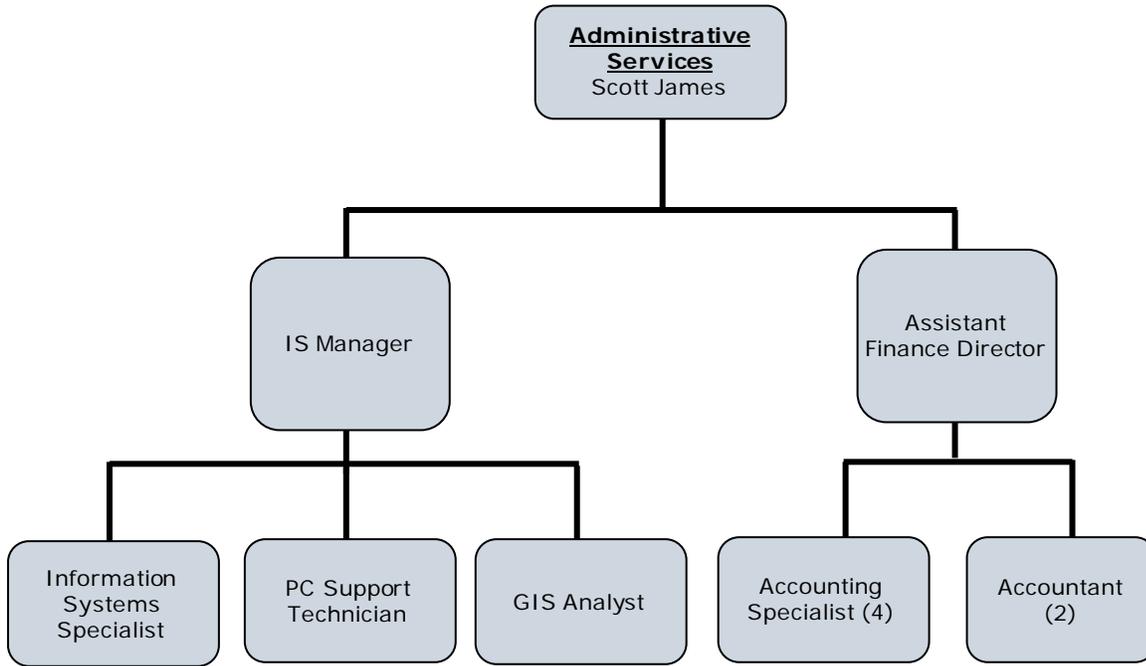
Decision package #4 added \$20,000 to 2017 costs for a paperless court.

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

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change 17-16 Budget | % Change 17-16 Budget | \$ Change 17-16 Estimate | % Change 17-16 Estimate |
|-----------------------|----------------|----------------|------------------|----------------|------------------------------|-----------------------------|--------------------------------|-------------------------------|
| Court | | | | | | | | |
| Salaries | 473,168 | 471,260 | 484,740 | 518,270 | 47,010 | 10% | 33,530 | 7% |
| Overtime | 2,301 | 500 | 1,900 | 300 | (200) | -40% | (1,600) | -84% |
| Benefits | 161,820 | 177,180 | 174,690 | 188,160 | 10,980 | 6% | 13,470 | 8% |
| Supplies | 4,363 | 3,230 | 1,900 | 1,700 | (1,530) | -47% | (200) | -11% |
| Minor Equipment | 2,114 | 2,500 | 800 | 800 | (1,700) | -68% | - | 0% |
| Professional Services | 62,432 | 53,000 | 65,900 | 65,000 | 12,000 | 23% | (900) | -1% |
| Communications | 2,125 | 1,700 | 2,400 | 2,000 | 300 | 18% | (400) | -17% |
| Travel | 2,297 | 1,500 | 3,100 | 3,500 | 2,000 | 133% | 400 | 13% |
| Rental/Lease | 62 | 400 | 400 | 400 | - | 0% | - | 0% |
| Interfund Rental | - | - | - | 38,480 | 38,480 | N/A | 38,480 | N/A |
| Repair/Maintenance | 613 | 850 | 400 | 400 | (450) | -53% | - | 0% |
| Miscellaneous | 13,592 | 35,100 | 13,100 | 33,100 | (2,000) | -6% | 20,000 | 153% |
| | 724,887 | 747,220 | 749,330 | 852,110 | 104,890 | 14% | 102,780 | 14% |

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change 17-16 Budget | % Change 17-16 Budget | \$ Change 17-16 Estimate | % Change 17-16 Estimate |
|-----------------------|----------------|----------------|------------------|----------------|------------------------------|-----------------------------|--------------------------------|-------------------------------|
| Probation | | | | | | | | |
| Salaries | 75,106 | 94,930 | 86,640 | 91,420 | (3,510) | -4% | 4,780 | 6% |
| Overtime | 377 | 100 | 100 | 300 | 200 | 200% | 200 | 200% |
| Benefits | 33,720 | 45,570 | 32,570 | 34,360 | (11,210) | -25% | 1,790 | 5% |
| Supplies | 8,199 | 6,700 | 5,000 | 5,000 | (1,700) | -25% | - | 0% |
| Minor Equipment | 53 | 300 | 100 | 100 | (200) | -67% | - | 0% |
| Professional Services | 12,678 | 11,000 | 7,400 | 8,000 | (3,000) | -27% | 600 | 8% |
| Communications | - | 100 | 100 | 100 | - | 0% | - | 0% |
| Travel | 942 | 1,000 | 2,100 | 1,000 | - | 0% | (1,100) | -52% |
| Rental/Lease | 551 | 400 | 400 | 400 | - | 0% | - | 0% |
| Repair/Maintenance | 396 | 850 | 850 | 850 | - | 0% | - | 0% |
| Miscellaneous | 1,168 | 1,100 | 500 | 500 | (600) | -55% | - | 0% |
| | 133,191 | 162,050 | 135,760 | 142,030 | (20,020) | -12% | 6,270 | 5% |
| | 858,078 | 909,270 | 885,090 | 994,140 | 84,870 | 9% | 109,050 | 12% |

| | | | | |
|-------------|-------------------------|---|----------------|-----|
| Fund: | General |  | Fund #: | 001 |
| Department: | Finance & Info Services | | Department #: | 31 |
| Cost Center | Total Department | | Cost Center #: | N/A |



| | | | | |
|-------------|-------------------------|---|----------------|-----|
| Fund: | General |  | Fund #: | 001 |
| Department: | Finance & Info Services | | Department #: | 31 |
| Cost Center | Total Department | | Cost Center #: | N/A |

Function

The Administrative Services Division is responsible for helping to insure the City’s compliance with local, State, and Federal financial management standards. Additionally, Administrative Services provides departmental leadership in the areas of budgeting, financial reporting, risk management, information systems, and the fiber optics project.

| Program | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|----------------------|-----------|-----------|-----------|-----------|-----------------|-----------------|-------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Finance | 815,123 | 939,820 | 890,960 | 1,029,560 | 89,740 | 10% | 138,600 | 16% |
| Fiber Optic Project | 51,502 | 59,200 | 59,200 | - | (59,200) | -100% | (59,200) | -100% |
| Information Services | 758,336 | 849,840 | 844,830 | - | (849,840) | -100% | (844,830) | -100% |
| | 1,624,960 | 1,848,860 | 1,794,990 | 1,029,560 | (819,300) | -44% | (765,430) | -43% |

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|-----------------------|-----------|-----------|-----------|-----------|-----------------|-----------------|-------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Salaries | 793,630 | 887,390 | 867,840 | 696,560 | (190,830) | -22% | (171,280) | -20% |
| Overtime | 1,466 | 6,670 | 5,000 | 4,500 | (2,170) | -33% | (500) | -10% |
| Benefits | 266,331 | 305,800 | 288,040 | 223,910 | (81,890) | -27% | (64,130) | -22% |
| Supplies | 10,444 | 50,730 | 41,450 | 7,350 | (43,380) | -86% | (34,100) | -82% |
| Minor Equipment | 88,733 | 110,650 | 110,650 | 2,650 | (108,000) | -98% | (108,000) | -98% |
| Professional Services | 70,280 | 111,400 | 111,690 | 12,800 | (98,600) | -89% | (98,890) | -89% |
| Communications | 50,497 | 61,500 | 61,700 | 2,000 | (59,500) | -97% | (59,700) | -97% |
| Travel | 1,738 | 2,900 | 2,900 | 2,600 | (300) | -10% | (300) | -10% |
| Rental/Lease | 6,227 | 4,200 | 4,200 | 3,300 | (900) | -21% | (900) | -21% |
| Interfund Rental | 3,804 | 4,000 | 4,000 | 27,040 | 23,040 | 576% | 23,040 | 576% |
| Repair/Maintenance | 172,189 | 248,930 | 242,680 | 38,500 | (210,430) | -85% | (204,180) | -84% |
| Miscellaneous | 80,782 | 14,690 | 14,840 | 8,350 | (6,340) | -43% | (6,490) | -44% |
| Machinery/Equipment | 78,838 | 40,000 | 40,000 | - | (40,000) | -100% | (40,000) | -100% |
| | 1,624,960 | 1,848,860 | 1,794,990 | 1,029,560 | (819,300) | -44% | (765,430) | -43% |

| | | | | |
|-------------|-------------------------|---|----------------|-----------------|
| Fund: | General |  | Fund #: | 001 |
| Department: | Finance & Info Services | | Department #: | 31 |
| Cost Center | Finance | | Cost Center #: | 514.20 & 514.23 |

Function

The Finance Director 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 payroll, accounts payable, accounts receivable, auditing, job costing, investing, budgeting, utility billing, risk management, and financial reporting.

Budget Narrative

The Salary and Benefit budget includes the Finance Director, an Assistant Finance Director, two Accountants, and four Accounting Specialists.

Major 2017 Budget Changes

The increase to Interfund Rental is due to the reorganization of the Technology Services group. Previously, costs to pay for Information Technology (IT) were budgeted as part of the Administrative Services Division; beginning in 2017 IT costs will be budgeted in a new Internal Services Fund titled Technology Services Fund 512. Through the Interfund Rental account, each City Fund or Department will be billed for the IT services provided to them.

Decision package #5 added \$3,500 to 2017 costs for the implementation of GASB 73.

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|-----------------------|---------|---------|----------|-----------|-----------------|-----------------|-------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Salaries | 546,314 | 635,150 | 611,680 | 696,560 | 61,410 | 10% | 84,880 | 14% |
| Overtime | 1,124 | 4,670 | 3,000 | 4,500 | (170) | -4% | 1,500 | 50% |
| Benefits | 186,132 | 222,600 | 204,840 | 223,910 | 1,310 | 1% | 19,070 | 9% |
| Supplies | 4,331 | 7,850 | 6,250 | 7,350 | (500) | -6% | 1,100 | 18% |
| Small Equipment | 3,820 | 2,650 | 2,650 | 2,650 | - | 0% | - | 0% |
| Professional Services | 19,244 | 9,300 | 9,590 | 12,800 | 3,500 | 38% | 3,210 | 33% |
| Communications | 1,145 | 1,000 | 1,200 | 2,000 | 1,000 | 100% | 800 | 67% |
| Travel | 1,732 | 2,100 | 2,100 | 2,600 | 500 | 24% | 500 | 24% |
| Rental/Lease | 3,285 | 3,300 | 3,300 | 3,300 | - | 0% | - | 0% |
| Interfund Rental | 0 | 0 | 0 | 27,040 | 27,040 | N/A | 27,040 | N/A |
| Repair/Maintenance | 44,475 | 43,500 | 38,500 | 38,500 | (5,000) | -11% | - | 0% |
| Miscellaneous | 3,520 | 7,700 | 7,850 | 8,350 | 650 | 8% | 500 | 6% |
| | 815,123 | 939,820 | 890,960 | 1,029,560 | 89,740 | 10% | 138,600 | 16% |

| | | | | |
|-------------|-------------------------|---|----------------|--------|
| Fund: | General |  | Fund #: | 001 |
| Department: | Finance & Info Services | | Department #: | 31 |
| Cost Center | Fiber Optic Project | | Cost Center #: | 518.87 |

Function

The Fiber Optic Network is a specialized enterprise of the City charged with developing and managing the City’s fiber optic communications assets and expanding their use within the City.

Budget Narrative

Supplies – Miscellaneous publishing of plans, documents and drawings in support of the projects major directives.

Small Equipment – Small scale purchases for switching and routing equipment (accessories) necessary to expand the networks ability to accommodate additional partners.

Professional Services – Consulting fees for configuration and operation of fiber assets.

Communications – Fees paid to the regional fiber consortium for shared costs of certain assets and fees paid for Internet access.

Repair/Maintenance - Fees paid to the regional fiber consortium for shared maintenance of certain assets as well as repairs to wholly owned fiber assets.

Equipment – Fiber construction costs associated with connection of new partners to the network.

Major 2017 Budget Changes

2017 Budget moved to the Technology Rental Fund (512)

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|-----------------------|--------|--------|----------|--------|-----------------|-----------------|-------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Supplies | 871 | - | - | - | N/A | N/A | N/A | N/A |
| Small Equipment | 12,759 | 15,000 | 15,000 | - | (15,000) | -100% | (15,000) | -100% |
| Professional Services | 606 | 20,000 | 20,000 | - | (20,000) | -100% | (20,000) | -100% |
| Communications | 19,607 | 15,700 | 15,700 | - | (15,700) | -100% | (15,700) | -100% |
| Rental/Lease | 2,942 | 900 | 900 | - | (900) | -100% | (900) | -100% |
| Repairs & Maintenance | 14,716 | 7,600 | 7,600 | - | (7,600) | -100% | (7,600) | -100% |
| | 51,502 | 59,200 | 59,200 | - | (59,200) | -100% | (59,200) | -100% |

| | | | | |
|-------------|-------------------------|---|----------------|--------|
| Fund: | General |  | Fund #: | 001 |
| Department: | Finance & Info Services | | Department #: | 31 |
| Cost Center | Information Services | | Cost Center #: | 518.88 |

Function

Information Services is charged with operating and maintaining voice and data networks, providing on-going software support for various enterprise and departmental systems as well as working cooperatively with departments to identify and adopt new technologies throughout the City. Edmonds currently maintains both standard and virtualized server environments (with over 40 servers), 6 major software systems, some 250 personal computers, and 260 phones. Information Services also maintains Geographic Information Systems layers (water, sewer, storm, current address, etc.) and the asset information and maintenance history for Surface Water, Sewer, and Water.

Budget Narrative

- Salaries and Benefits Includes funding for Information Services Supervisor, Information Systems Specialist, GIS Analyst and PC Support Technician.
- Supplies Covers software acquisition, licenses, upgrades, and updates to stay current with technology.
- Small Equipment Support of the installed base of mobile, desktop, laptop, work station, 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.

Major 2017 Budget Changes

2017 Budget moved to the Technology Rental Fund (512)

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|-----------------------|---------|---------|----------|--------|-----------------|-----------------|-------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Salaries | 247,316 | 252,240 | 256,160 | | - (252,240) | -100% | (256,160) | -100% |
| Overtime | 342 | 2,000 | 2,000 | | - (2,000) | -100% | (2,000) | -100% |
| Benefits | 80,199 | 83,200 | 83,200 | | - (83,200) | -100% | (83,200) | -100% |
| Supplies | 5,242 | 42,880 | 35,200 | | - (42,880) | -100% | (35,200) | -100% |
| Small Equipment | 72,153 | 93,000 | 93,000 | | - (93,000) | -100% | (93,000) | -100% |
| Professional Services | 50,430 | 82,100 | 82,100 | | - (82,100) | -100% | (82,100) | -100% |
| Communications | 29,745 | 44,800 | 44,800 | | - (44,800) | -100% | (44,800) | -100% |
| Travel | 6 | 800 | 800 | | - (800) | -100% | (800) | -100% |
| Rental/Lease | 0 | 0 | 0 | | - N/A | N/A | N/A | N/A |
| Interfund Rental | 3,804 | 4,000 | 4,000 | | - (4,000) | -100% | (4,000) | -100% |
| Repair/Maintenance | 112,998 | 197,830 | 196,580 | | - (197,830) | -100% | (196,580) | -100% |
| Miscellaneous | 77,262 | 6,990 | 6,990 | | - (6,990) | -100% | (6,990) | -100% |
| Machinery/Equipment | 78,838 | 40,000 | 40,000 | | - (40,000) | -100% | (40,000) | -100% |
| | 758,336 | 849,840 | 844,830 | | - (849,840) | -100% | (844,830) | -100% |



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

Function

The Non-Departmental division is used to segregate all costs not directly identifiable to department/division and that are either required by law and/or 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.

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.

Major 2017 Budget Changes

The increase to Interfund Rental is due to the reorganization of the Technology Services group. Previously, costs to pay for Information Technology (IT) were budgeted as part of the Administrative Services Division; beginning in 2017 IT costs will be budgeted in a new Internal Services Fund titled Technology Services Fund 512. Through the Interfund Rental account, each City Fund or Department will be billed for the IT services provided to them.

Decision package #6 added \$100,000 to 2017 costs to fund Council priorities.

Decision package #7 added \$5,000 to 2017 costs for the public defense consultant.

Decision package #8 added \$45,000 to 2017 costs for IT seed money.

Staff recommended change #3 added \$8,700 for the senior center insurance increase

Council amendment #1 added \$50,000 for social worker professional services

Council amendment #4 added \$41,000 for a contribution to the Health District

Council amendment #5 added \$15,000 increase to the annual senior center contribution

Council amendment #12 added a \$20,000 transfer to the Street fund for Pine Street lights

Council amendment #13 removed decision package #46 in the amount of \$8,000 for tree maintenance

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

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|-------------------------------------|-------------------|-------------------|-------------------|-------------------|--------------------|-----------------|--------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Public Defender | 284,584 | 359,540 | 312,580 | 330,080 | (29,460) | -8% | 17,500 | 6% |
| Miscellaneous Memberships | 66,910 | 63,010 | 63,500 | 65,500 | 2,490 | 4% | 2,000 | 3% |
| Professional Services | 42,048 | - | 36,000 | - | N/A | N/A | (36,000) | -100% |
| Excise Taxes | 4,809 | 6,500 | 5,000 | 6,500 | - | 0% | 1,500 | 30% |
| State Auditor Fees | 26,960 | 48,000 | 48,000 | 30,000 | (18,000) | -38% | (18,000) | -38% |
| Election Costs | - | 35,000 | 35,000 | 25,000 | (10,000) | -29% | (10,000) | -29% |
| Voter Registration | - | 100,000 | 100,000 | 75,000 | (25,000) | -25% | (25,000) | -25% |
| Unemployment Compensation | 5,981 | 34,500 | 7,500 | 25,000 | (9,500) | -28% | 17,500 | 233% |
| Miscellaneous-Smart Commuter Grant | - | 1,000 | 1,000 | 1,000 | - | 0% | - | 0% |
| Accrued Vacation/Sick Leave | - | 67,340 | - | 100,000 | 32,660 | 49% | 100,000 | N/A |
| Liability & Property Ins. | 418,367 | 534,440 | 538,750 | 609,550 | 75,110 | 14% | 70,800 | 13% |
| Hydrant Costs | 92,523 | 213,490 | 213,500 | 200,000 | (13,490) | -6% | (13,500) | -6% |
| Interfund Rental | - | - | - | 6,880 | 6,880 | N/A | 6,880 | N/A |
| Fire District Contract | 7,104,170 | 7,906,200 | 8,327,000 | 7,713,000 | (193,200) | -2% | (614,000) | -7% |
| Ambulance Fees | 68,130 | 50,000 | 56,000 | 64,000 | 14,000 | 28% | 8,000 | 14% |
| Prisoner Care Supplies | 5,060 | 3,000 | 3,000 | 5,000 | 2,000 | 67% | 2,000 | 67% |
| Prisoner Care Professional Services | 14,009 | 7,350 | 7,350 | 7,350 | - | 0% | - | 0% |
| Prisoner Care Intergovernmental | 540,808 | 612,390 | 612,000 | 620,000 | 7,610 | 1% | 8,000 | 1% |
| ESCA/SERS | 198,806 | 150,300 | 150,300 | 160,000 | 9,700 | 6% | 9,700 | 6% |
| Snocom/New World | 890,957 | 986,770 | 986,770 | 1,028,700 | 41,930 | 4% | 41,930 | 4% |
| Rental/Lease | 3,600 | 3,600 | 3,600 | 3,600 | - | 0% | - | 0% |
| P S Clean Air Agency | 30,008 | 34,300 | 34,300 | 34,800 | 500 | 1% | 500 | 1% |
| Saving Salmon Club | - | 5,000 | 5,000 | 2,500 | (2,500) | -50% | (2,500) | -50% |
| Intergovernmental Services | - | - | - | 41,000 | 41,000 | N/A | 41,000 | N/A |
| Homeless Services | - | - | - | 50,000 | 50,000 | N/A | 50,000 | N/A |
| Alcoholism Intergovtl Svc | 9,637 | 9,000 | 9,500 | 10,000 | 1,000 | 11% | 500 | 5% |
| Senior Center | 60,000 | 60,000 | 60,000 | 75,000 | 15,000 | 25% | 15,000 | 25% |
| ECA Contingency Reserve | 125,000 | 135,000 | 135,000 | 135,000 | - | 0% | - | 0% |
| 2007 Ltgo Bond Principal | 42,483 | 44,220 | 44,220 | 45,090 | 870 | 2% | 870 | 2% |
| 2000 Bond Prin - 800 Mgtz | 110,646 | 124,080 | 114,420 | 119,700 | (4,380) | -4% | 5,280 | 5% |
| Fire Station #20 - Principal | 65,297 | - | - | - | N/A | N/A | N/A | N/A |
| 2007 Ltgo Bond - Interest | 23,930 | 13,270 | 22,380 | 20,770 | 7,500 | 57% | (1,610) | -7% |
| Otr Interest And Debt Service Costs | 474 | - | - | 500 | 500 | N/A | 500 | N/A |
| 2000 Bond Interest - 800 Mgtz | 29,783 | 23,770 | 24,530 | 18,810 | (4,960) | -21% | (5,720) | -23% |
| Fire Station #20 Interest | 653 | - | - | - | N/A | N/A | N/A | N/A |
| Advanced Refunding Escrow | - | 7,499 | - | - | (7,499) | -100% | N/A | N/A |
| Transfer To Fund 617 | 15,000 | 15,000 | 15,000 | 15,000 | - | 0% | - | 0% |
| Transfer To Fund 009 | 275,000 | 275,000 | 275,000 | 275,000 | - | 0% | - | 0% |
| TRANSFER TO FUND 012 | - | 582,300 | 582,300 | - | (582,300) | -100% | (582,300) | -100% |
| Transfer to Fund 014 | 2,000 | 5,000 | 5,000 | 5,000 | - | 0% | - | 0% |
| Transfer To Fund 016 | 56,600 | 415,000 | 415,000 | 100,000 | (315,000) | -76% | (315,000) | -76% |
| Transfer to Fund 231 | 169,375 | 166,950 | 166,950 | 168,200 | 1,250 | 1% | 1,250 | 1% |
| TRANSFER TO FUND 512 | - | - | - | 45,000 | 45,000 | N/A | 45,000 | N/A |
| Transfer to Fund 232 | 925,309 | 949,540 | 949,550 | - | (949,540) | -100% | (949,550) | -100% |
| Transfer to Fund 130 | 40,000 | 40,000 | 40,000 | 40,000 | - | 0% | - | 0% |
| Transfer To Fund 111 | 400,000 | 400,000 | 400,000 | 412,000 | 12,000 | 3% | 12,000 | 3% |
| Transfer To Fund 112 | 246,031 | 512,830 | 390,320 | - | (512,830) | -100% | (390,320) | -100% |
| Transfer To Fund 138 | 5,000 | 5,000 | 5,000 | 5,000 | - | 0% | - | 0% |
| Transfer To Fund 117 | 15,000 | 15,500 | 15,000 | 15,000 | (500) | -3% | - | 0% |
| Transfer to Fund 132 | 200,000 | 150,000 | 110,000 | - | (150,000) | -100% | (110,000) | -100% |
| Payments to Refunded Debt Escrow | - | 541,008 | - | - | (541,008) | -100% | N/A | N/A |
| Payments to Refunded Debt Escrow | - | 2,761 | - | - | (2,761) | -100% | N/A | N/A |
| Payments to Refunded Debt Escrow | - | 5,327 | - | - | (5,327) | -100% | N/A | N/A |
| TOTAL | 12,614,950 | 15,719,785 | 15,325,320 | 12,709,530 | (2,461,159) | (5) | (2,615,790) | (3) |

| | | | | |
|-------------|---------------------------------|---|----------------|-----|
| Fund: | LEOFF Medical Insurance Reserve |  | Fund #: | 009 |
| Department: | Finance & Info Services | | Department #: | 39 |
| Cost Center | Total Fund | | Cost Center #: | N/A |

Function

This fund was created in the 1995 budget year to establish reserves for the long-term health care and related obligations of LEOFF I retirees. The reserve amounts are transferred from the General Fund and are approved by the City Council.

Budget Narrative

Annual contributions from the General Fund are based on an actuarial study performed by Northwest Plan Services, Inc. to assure that its pension and benefit obligation is adequately funded on a pay-as-you-go basis.

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change 17-16 Budget | % Change 17-16 Budget | \$ Change 17-16 Estimate | % Change 17-16 Estimate |
|--------------------------|----------------|----------------|------------------|----------------|------------------------------|-----------------------------|--------------------------------|-------------------------------|
| Beginning Balance | 539,044 | 519,410 | 519,410 | 518,570 | (840) | 0% | (840) | 0% |
| <u>Revenue</u> | | | | | | | | |
| Investment Interest | 3,903 | 3,770 | 3,640 | 3,630 | (140) | -4% | (10) | 0% |
| Interfund Transfer In | 275,000 | 275,000 | 275,000 | 275,000 | - | 0% | - | 0% |
| Total Revenue | 278,903 | 278,770 | 278,640 | 278,630 | (140) | 0% | (10) | 0% |
| <u>Expenditure</u> | | | | | | | | |
| Medical Benefits | 184,991 | 178,720 | 178,720 | 183,190 | 4,470 | 3% | 4,470 | 3% |
| Long Term Care Benefit | 106,630 | 100,480 | 100,480 | 102,990 | 2,510 | 2% | 2,510 | 2% |
| Professional Services | 6,643 | - | - | 7,000 | 7,000 | N/A | 7,000 | N/A |
| Miscellaneous | 275 | 280 | 280 | 280 | - | 0% | - | 0% |
| Total Expenditure | 298,538 | 279,480 | 279,480 | 293,460 | 13,980 | 5% | 13,980 | 5% |
| Ending Balance | 519,408 | 518,700 | 518,570 | 503,740 | (14,960) | -3% | (14,830) | -3% |

| | | | | |
|-------------|------------------------------|---|----------------|-----|
| Fund: | Risk Management Reserve Fund |  | Fund #: | 011 |
| Department: | Finance & Info Services | | Department #: | 39 |
| Cost Center | Total Funds | | Cost Center #: | N/A |

Function

The Risk Management Reserve Fund (011) was established through Ordinance No. 3886 as part of a budget amendment in July of 2012. The reserve fund was established based on the reserve policy adopted by Council on July 17, 2012. The reserve policy sets a target in the Risk Management Reserve Fund of 2% of total General Fund revenues.

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change 17-16 Budget | % Change 17-16 Budget | \$ Change 17-16 Estimate | % Change 17-16 Estimate |
|--------------------------|------------------|----------------|----------------|----------------|------------------------|-----------------------|--------------------------|-------------------------|
| Beginning Balance | 1,024,822 | 961,510 | 961,510 | 968,260 | 6,750 | 1% | 6,750 | 1% |
| <u>Revenue</u> | | | | | | | | |
| Investment Interest | 8,219 | 6,660 | 6,750 | 6,800 | 140 | 2% | 50 | 1% |
| Total Revenue | 8,219 | 6,660 | 6,750 | 6,800 | 140 | 2% | 50 | 1% |
| <u>Expenditures</u> | | | | | | | | |
| Miscellaneous | 71,528 | - | - | - | N/A | N/A | N/A | N/A |
| Total Expenditures | 71,528 | - | - | - | N/A | N/A | N/A | N/A |
| Ending Balance | 961,512 | 968,170 | 968,260 | 975,060 | 6,890 | 1% | 6,800 | 1% |

| | | | | |
|-------------|--------------------------|---|----------------|-----|
| Fund: | Contingency Reserve Fund |  | Fund #: | 012 |
| Department: | Finance & Info Services | | Department #: | 39 |
| Cost Center | Total Funds | | Cost Center #: | N/A |

Function

Pursuant to RCW 35A.33.145, the City Council authorized the Finance Director to create a new reserve fund per the Reserve Policy adopted on July 17, 2012. The Contingency Reserve Fund (012) was established through Ordinance No. 3891 as part of a budget amendment in August of 2012. The reserve policy sets a target in the Contingency Reserve Fund of between 8% and 16% of total General Fund revenues.

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|---------------------------|------------------|------------------|------------------|------------------|------------------|-----------------|-------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Beginning Balance | 5,445,336 | 4,677,030 | 4,677,030 | 5,414,470 | 737,440 | 16% | 737,440 | 16% |
| <u>Revenue</u> | | | | | | | | |
| Investment Interest | 31,694 | 28,110 | 28,000 | 28,200 | 90 | 0% | 200 | 1% |
| Interfund Transfer | - | 695,040 | 709,440 | 16,450 | (678,590) | -98% | (692,990) | -98% |
| Total Revenue | 31,694 | 723,150 | 737,440 | 44,650 | (678,500) | -94% | (692,790) | -94% |
| <u>Expenditures</u> | | | | | | | | |
| Interfund Transfer | 800,000 | 800,000 | - | - | (800,000) | -100% | N/A | N/A |
| Total Expenditures | 800,000 | 800,000 | - | - | (800,000) | -100% | N/A | N/A |
| Ending Balance | 4,677,030 | 4,600,180 | 5,414,470 | 5,459,120 | 858,940 | 19% | 44,650 | 1% |

| | | | | |
|-------------|-------------------------|---|----------------|-----|
| Fund: | Employee Parking Permit |  | Fund #: | 121 |
| Department: | Mayor | | Department #: | 25 |
| Cost Center | Total Fund | | Cost Center #: | N/A |

Function

This fund was established by Ordinance No. 3079. All application fees received by the City for employee parking permits are to be deposited in this fund and used solely for the administration of the program.

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change 17-16 Budget | % Change 17-16 Budget | \$ Change 17-16 Estimate | % Change 17-16 Estimate |
|---------------------------|----------------|----------------|------------------|----------------|------------------------------|-----------------------------|--------------------------------|-------------------------------|
| Beginning Balance | 64,344 | 64,480 | 64,480 | 62,410 | (2,070) | -3% | (2,070) | -3% |
| <u>Revenue</u> | | | | | | | | |
| Employee Parking Permits | 25,025 | 21,000 | 24,000 | 24,000 | 3,000 | 14% | - | 0% |
| Investment Interest | 601 | 390 | 600 | 600 | 210 | 54% | - | 0% |
| Total Revenue | 25,626 | 21,390 | 24,600 | 24,600 | 3,210 | 15% | - | 0% |
| <u>Expenditures</u> | | | | | | | | |
| Supplies | 404 | 1,790 | 1,580 | 1,790 | - | 0% | 210 | 13% |
| Professional Services | 25,086 | 25,090 | 25,090 | 25,090 | - | 0% | - | 0% |
| Total Expenditures | 25,490 | 26,880 | 26,670 | 26,880 | - | 0% | 210 | 1% |
| Ending Balance | 64,481 | 58,990 | 62,410 | 60,130 | 1,140 | 2% | (2,280) | -4% |

| | | | | |
|-------------|---|---|----------------|-----|
| Fund: | Local Improvement District Control Fund |  | Fund #: | 211 |
| Department: | Finance & Info Services | | Department #: | 31 |
| Cost Center | Total Fund | | Cost Center #: | N/A |

Function

This fund collects special assessments levied against benefited properties for payment of principal and interest for special assessment bond issues. Even though there is no outstanding Local Improvement District (L.I.D) bond debt, the City is still collecting on the special assessments. Council approved a recommendation in the 2016 3rd quarter budget amendment that the revenue received on the outstanding amounts, be transferred to the Contingency Reserve Fund.

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|------------------------------|---------------|---------------|---------------|---------------|----------------|--------------|----------------|----------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Beginning Balance | 9,843 | 9,650 | 9,650 | 2,050 | (7,600) | -79% | (7,600) | -79% |
| <u>Revenue</u> | | | | | | | | |
| Special Assessment Penalty | 456 | 400 | 400 | 400 | - | 0% | - | 0% |
| Special Assessment Interest | 3,314 | 2,000 | 2,000 | 2,000 | - | 0% | - | 0% |
| Special Assessment Principal | 24,609 | 12,000 | 12,000 | 12,000 | - | 0% | - | 0% |
| Total Revenues | 28,378 | 14,400 | 14,400 | 14,400 | - | 0% | - | 0% |
| <u>Expenditure</u> | | | | | | | | |
| Interfund Transfer | 28,567 | 22,000 | 22,000 | 16,450 | (5,550) | -25% | (5,550) | -25% |
| Total Expenditures | 28,567 | 22,000 | 22,000 | 16,450 | (5,550) | -25% | (5,550) | -25% |
| Ending Balance | 9,655 | 2,050 | 2,050 | - | (2,050) | -100% | (2,050) | -100% |

| | | | | |
|-------------|--|---|----------------|-----|
| Fund: | Local Improvement District Guaranty Fund |  | Fund #: | 213 |
| Department: | Finance & Info Services | | Department #: | 31 |
| Cost Center | Total Fund | | Cost Center #: | N/A |

Function

This fund was established for the protection of the Local Improvement District (LID) bondholders. If the City is unable to pay debt service on LID bonds because of insufficient special assessment collections, the bond payments would be made from this fund.

Major 2017 Budget Changes

The City has no outstanding Local Improvement District (L.I.D.) bond debt. Since there is no L.I.D. debt outstanding, the L.I.D. Guaranty Fund is no longer needed. The fund currently has \$105,140 in cash that should be put to use to benefit the City and citizens. Staff recommended and the Council approved in the 2016 3rd quarter budget amendment that the funds be transferred to the Contingency Reserve Fund and the fund closed. Additionally, staff is recommending that all residual L.I.D. assessment collections be transferred to the Contingency Reserve Fund.

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change 17-16 Budget | % Change 17-16 Budget | \$ Change 17-16 Estimate | % Change 17-16 Estimate |
|---------------------------|----------------|----------------|----------------|-------------|------------------------|-----------------------|--------------------------|-------------------------|
| Beginning Balance | 76,568 | 105,140 | 105,140 | - | (105,140) | -100% | (105,140) | -100% |
| <u>Revenue</u> | | | | | | | | |
| Investment Interest | - | - | - | - | N/A | N/A | N/A | N/A |
| Interfund Transfer | 28,567 | 14,400 | - | - | (14,400) | -100% | N/A | N/A |
| Total Revenues | 28,567 | 14,400 | - | - | (14,400) | -100% | N/A | N/A |
| <u>Expenditures</u> | | | | | | | | |
| Expenditures | - | 105,140 | 105,140 | - | (105,140) | -100% | (105,140) | -100% |
| Total Expenditures | - | 105,140 | 105,140 | - | (105,140) | -100% | (105,140) | -100% |
| Ending Balance | 105,135 | 14,400 | - | - | (14,400) | -100% | N/A | N/A |

| | | | | |
|-------------|-------------------------|---|----------------|-----|
| Fund: | LTGO Debt Service |  | Fund #: | 231 |
| Department: | Finance & Info Services | | Department #: | 31 |
| Cost Center | Total Fund | | 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 the 2012 LTGO bond, which is a general government obligation.

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change 17-16 Budget | % Change 17-16 Budget | \$ Change 17-16 Estimate | % Change 17-16 Estimate |
|---------------------------|----------------|----------------|------------------|----------------|------------------------------|-----------------------------|--------------------------------|-------------------------------|
| Beginning Balance | 0 | 0 | 0 | 0 | 0 | N/A | 0 | 0% |
| <u>Revenue</u> | | | | | | | | |
| Other Misc Revenue (PFD) | 356,293 | 371,000 | 371,000 | 385,300 | 14,300 | 4% | 14,300 | 4% |
| Transfer In From 001 | 169,375 | 166,950 | 166,950 | 168,200 | 1,250 | 1% | 1,250 | 1% |
| Transfer In From 126 | 141,525 | 139,430 | 139,430 | 142,330 | 2,900 | 2% | 2,900 | 2% |
| Total Revenues | 667,192 | 677,380 | 677,380 | 695,830 | 18,450 | 3% | 18,450 | 3% |
| <u>Expenditure</u> | | | | | | | | |
| Bond Principal | 516,265 | 536,270 | 536,270 | 565,450 | 29,180 | 5% | 29,180 | 5% |
| Bond Interest | 150,927 | 141,110 | 141,110 | 130,380 | (10,730) | -8% | (10,730) | -8% |
| Total Expenditures | 667,192 | 677,380 | 677,380 | 695,830 | 18,450 | 3% | 18,450 | 3% |
| Ending Balance | 0 | 0 | 0 | 0 | 0 | N/A | 0 | 0% |

| | | | | |
|-------------|-------------------------|---|----------------|-----|
| Fund: | 2014 Debt Service Fund |  | Fund #: | 232 |
| Department: | Finance & Info Services | | Department #: | 31 |
| Cost Center | Total Fund | | 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 related costs. The 2014 Debt Service Fund (232) provides debt service accounting for the 2014 bank loan which refinanced the 2003 UTGO Refunding Bond. The 2014 bank loan was paid off in February of 2016.

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change 17-16 Budget | % Change 17-16 Budget | \$ Change 17-16 Estimate | % Change 17-16 Estimate |
|---------------------------|----------------|----------------|------------------|----------------|------------------------------|-----------------------------|--------------------------------|-------------------------------|
| Beginning Balance | - | - | - | - | N/A | N/A | N/A | N/A |
| <u>Revenue</u> | | | | | | | | |
| Transfer In From 001 | 925,309 | 949,540 | 949,550 | - | (949,540) | -100% | (949,550) | -100% |
| Total Revenues | 925,309 | 949,540 | 949,550 | - | (949,540) | -100% | (949,550) | -100% |
| <u>Expenditure</u> | | | | | | | | |
| Bond Principal | 906,908 | 933,210 | 933,210 | - | (933,210) | -100% | (933,210) | -100% |
| Bond Interest | 18,401 | 16,330 | 16,340 | - | (16,330) | -100% | (16,340) | -100% |
| Total Expenditures | 925,309 | 949,540 | 949,550 | - | (949,540) | -100% | (949,550) | -100% |
| Ending Balance | - | - | - | - | N/A | N/A | N/A | N/A |

| | | | | |
|-------------|------------------------|---|----------------|-----|
| Fund: | Technology Rental Fund |  | Fund #: | 512 |
| Department: | Information Services | | Department #: | 31 |
| Cost Center | Total 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 Information Services Supervisor, Information Systems Specialist, GIS Analyst and PC Support Technician.
- Supplies Covers software acquisition, licenses, upgrades, and updates to stay current with technology.
- Small Equipment Support of the installed base of mobile, desktop, laptop, work station, 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.

Major 2017 Budget Changes

Similar to vehicle equipment fund allocation, the rental fund accrues amounts to ensure adequate funding to replace equipment in future fiscal periods. Different equipment types are assessed defined useable life cycle periods and department level utilization. Using these defined life cycle periods with estimated replacement costs, future expenditures are calculated and costs are distributed over the life cycle rather than large expenditures.

Decision package #17 eliminates on-going Bitco/PermitTrax maintenance (\$16,600) from Development Services and moves continuing developmental software maintenance to the Technology Rental Fund in the amount of \$31,000.

Decision package #73 reduced \$15,000 to 2017 costs for a reduction in fiber hardware maintenance.

Decision package #74 added \$6,500 to 2017 costs for redundancy in communication.

Decision package #75 reduced \$23,200 to 2017 costs for a reduction in the supplies baseline.

Decision package #76 added \$700 to 2017 costs for an increase in conference costs.

| | | | | |
|-------------|------------------------|---|----------------|-----|
| Fund: | Technology Rental Fund |  | Fund #: | 512 |
| Department: | Information Services | | Department #: | 31 |
| Cost Center | Total Fund | | Cost Center #: | N/A |

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change 17-16 Budget | % Change 17-16 Budget | \$ Change 17-16 Estimate | % Change 17-16 Estimate |
|---------------------------|----------------|----------------|------------------|----------------|------------------------------|-----------------------------|--------------------------------|-------------------------------|
| Beginning Balance | - | - | - | - | N/A | N/A | N/A | N/A |
| <u>Revenue</u> | | | | | | | | |
| IT Services A Fund | - | - | - | 789,640 | 789,640 | N/A | 789,640 | N/A |
| Fiber Services | - | - | - | 16,400 | 16,400 | N/A | 16,400 | N/A |
| Rental Charge B Fund | - | - | - | 95,000 | 95,000 | N/A | 95,000 | N/A |
| Interfund Transfer | - | - | - | 45,000 | 45,000 | N/A | 45,000 | N/A |
| Total Revenue | - | - | - | 946,040 | 946,040 | N/A | 946,040 | N/A |
| <u>Expenditures</u> | | | | | | | | |
| Salaries and Wages | - | - | - | 277,270 | 277,270 | N/A | 277,270 | N/A |
| Overtime | - | - | - | 2,000 | 2,000 | N/A | 2,000 | N/A |
| Benefits | - | - | - | 92,150 | 92,150 | N/A | 92,150 | N/A |
| Supplies | - | - | - | 5,000 | 5,000 | N/A | 5,000 | N/A |
| Small Equipment | - | - | - | 23,000 | 23,000 | N/A | 23,000 | N/A |
| Professional Services | - | - | - | 114,000 | 114,000 | N/A | 114,000 | N/A |
| Communications | - | - | - | 65,270 | 65,270 | N/A | 65,270 | N/A |
| Travel | - | - | - | 1,500 | 1,500 | N/A | 1,500 | N/A |
| Rental Lease | - | - | - | 3,000 | 3,000 | N/A | 3,000 | N/A |
| Interfund Rental | - | - | - | 4,850 | 4,850 | N/A | 4,850 | N/A |
| Repairs and Maintenananc | - | - | - | 241,390 | 241,390 | N/A | 241,390 | N/A |
| Miscellaneous | - | - | - | 5,000 | 5,000 | N/A | 5,000 | N/A |
| Equipment | - | - | - | 56,000 | 56,000 | N/A | 56,000 | N/A |
| Total Expenditures | - | - | - | 890,430 | 890,430 | N/A | 890,430 | N/A |
| Ending Balance | - | - | - | 55,610 | 55,610 | N/A | 55,610 | N/A |

| | | | | |
|-------------|-------------------|---|----------------|-----|
| Fund: | Firemen’s Pension |  | Fund #: | 617 |
| Department: | Mayor | | Department #: | 51 |
| Cost Center | Total Fund | | Cost Center #: | N/A |

Function

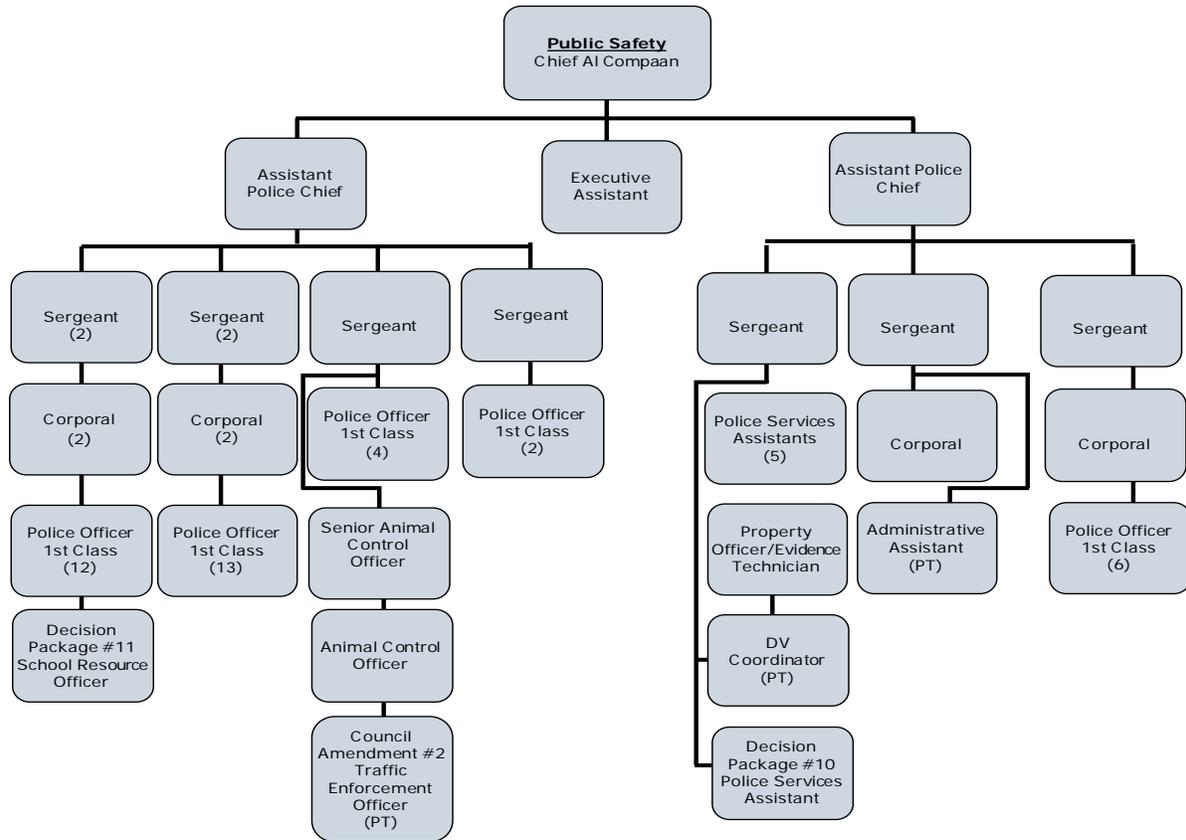
This fund was established to provide retirement pensions and medical benefits to retired City firefighters who left service prior to the establishment of the statewide Law Enforcement Officer and Firefighter (LEOFF) retirement system. This entire fund may be expended by the Firemen’s Pension Board as set forth in RCW 41.18.

Budget Narrative

Annual contributions from the General Fund are based on an actuarial study performed by Northwest Plan Services, Inc. to assure that its pension and benefit obligation is adequately funded on a pay-as-you-go basis.

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change 17-16 Budget | % Change 17-16 Budget | \$ Change 17-16 Estimate | % Change 17-16 Estimate |
|---------------------------|----------------|----------------|------------------|----------------|------------------------------|-----------------------------|--------------------------------|-------------------------------|
| Beginning Balance | 188,872 | 203,100 | 203,100 | 209,490 | 6,390 | 3% | 6,390 | 3% |
| <u>Revenue</u> | | | | | | | | |
| Fire Ins Premium Tax | 48,450 | 48,450 | 49,000 | 49,000 | 550 | 1% | - | 0% |
| Investment Interest | 1,629 | 1,390 | 2,000 | 2,000 | 610 | 44% | - | 0% |
| Interfund Transfer | 15,000 | 15,000 | 15,000 | 15,000 | - | 0% | - | 0% |
| Total Revenues | 65,078 | 64,840 | 66,000 | 66,000 | 1,160 | 2% | - | 0% |
| <u>Expenditure</u> | | | | | | | | |
| Pension Payments | 26,175 | 27,470 | 27,470 | 48,320 | 20,850 | 76% | 20,850 | 76% |
| Health Benefits | 23,567 | 30,940 | 30,940 | 22,550 | (8,390) | -27% | (8,390) | -27% |
| Professional Services | 1,107 | 1,200 | 1,200 | 1,200 | - | 0% | - | 0% |
| Total Expenditures | 50,849 | 59,610 | 59,610 | 72,070 | 12,460 | 21% | 12,460 | 21% |
| Ending Balance | 203,101 | 208,330 | 209,490 | 203,420 | (4,910) | -2% | (6,070) | -3% |

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



| | | | | |
|--------------------|------------------|---|-----------------------|-----|
| <i>Fund:</i> | General |  | <i>Fund #:</i> | 001 |
| <i>Department:</i> | Police | | <i>Department #:</i> | 41 |
| <i>Cost Center</i> | Total Department | | <i>Cost Center #:</i> | 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 citizens 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 | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change | % Change | \$ Change | % Change |
|-----------------------|-------------|-------------|---------------|-------------|--------------|--------------|----------------|----------------|
| | | | | | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Administration | 924,301 | 968,500 | 980,000 | 1,269,290 | 300,790 | 31% | 289,290 | 30% |
| Records Management | 628,659 | 623,890 | 644,640 | 729,430 | 105,540 | 17% | 84,790 | 13% |
| Investigation | 1,143,561 | 1,193,900 | 1,208,820 | 1,235,600 | 41,700 | 3% | 26,780 | 2% |
| Patrol | 4,811,857 | 5,179,750 | 5,182,770 | 5,590,620 | 410,870 | 8% | 407,850 | 8% |
| Special Operations | 35,145 | 34,880 | 37,500 | 31,320 | (3,560) | -10% | (6,180) | -16% |
| K-9 Unit | 155,256 | 280,340 | 158,080 | 271,230 | (9,110) | -3% | 113,150 | 72% |
| Training | 245,154 | 257,390 | 254,050 | 271,450 | 14,060 | 5% | 17,400 | 7% |
| Ordinance Enforcement | 259,112 | 299,990 | 234,970 | 289,100 | (10,890) | -4% | 54,130 | 23% |
| Traffic | 599,803 | 645,600 | 628,540 | 642,820 | (2,780) | 0% | 14,280 | 2% |
| Property Management | 120,221 | 102,060 | 106,530 | 104,770 | 2,710 | 3% | (1,760) | -2% |
| Dispatch | 86,520 | 89,120 | 89,120 | 91,790 | 2,670 | 3% | 2,670 | 3% |
| | 9,009,589 | 9,675,420 | 9,525,020 | 10,527,420 | 852,000 | 9% | 1,002,400 | 11% |

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change | % Change | \$ Change | % Change |
|-----------------------|-------------|-------------|---------------|-------------|--------------|--------------|----------------|----------------|
| | | | | | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Salaries | 5,293,985 | 5,802,930 | 5,694,290 | 6,209,630 | 406,700 | 7% | 515,340 | 9% |
| Overtime | 505,364 | 406,760 | 433,550 | 454,780 | 48,020 | 12% | 21,230 | 5% |
| Holiday Buyback | 181,601 | 217,790 | 205,200 | 226,420 | 8,630 | 4% | 21,220 | 10% |
| Benefits | 2,066,103 | 2,228,190 | 2,210,520 | 2,332,980 | 104,790 | 5% | 122,460 | 6% |
| Uniforms | 60,045 | 80,310 | 70,500 | 75,450 | (4,860) | -6% | 4,950 | 7% |
| Supplies | 79,480 | 86,730 | 80,200 | 88,500 | 1,770 | 2% | 8,300 | 10% |
| Small Equipment | 41,391 | 24,900 | 22,860 | 28,210 | 3,310 | 13% | 5,350 | 23% |
| Professional Services | 104,802 | 117,170 | 99,380 | 117,670 | 500 | 0% | 18,290 | 18% |
| Communications | 25,827 | 26,210 | 30,500 | 50,820 | 24,610 | 94% | 20,320 | 67% |
| Travel | 23,862 | 17,310 | 17,200 | 17,310 | - | 0% | 110 | 1% |
| Rental/Lease | 198,833 | 231,370 | 230,370 | 209,240 | (22,130) | -10% | (21,130) | -9% |
| Interfund Rental | 373,896 | 363,730 | 363,730 | 633,390 | 269,660 | 74% | 269,660 | 74% |
| Repair/Maintenance | 12,747 | 14,620 | 11,910 | 15,120 | 500 | 3% | 3,210 | 27% |
| Miscellaneous | 31,108 | 46,850 | 44,260 | 46,350 | (500) | -1% | 2,090 | 5% |
| Intergovt Services | 10,546 | 10,550 | 10,550 | 10,550 | - | 0% | - | 0% |
| Equipment | - | - | - | 11,000 | 11,000 | N/A | 11,000 | N/A |
| | 9,009,589 | 9,675,420 | 9,525,020 | 10,527,420 | 852,000 | 9% | 1,002,400 | 11% |

| | | | | |
|-------------|----------------|---|----------------|--------|
| 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, two Assistant Police Chiefs, a Professional Standards Sergeant, an Executive Assistant, a part time Domestic Violence Coordinator, and a part time Admin. Assistant.
- Uniforms - \$700 uniform allowance for each commissioned (x4) 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.
- 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, two Assistant Chiefs, and a shared staff vehicle.
- Repair/Maintenance – Repair and maintenance of Guiding security system, office equipment and furniture.
- Miscellaneous – Credit card merchant fees, and WASPC and FBINAA memberships.
- Intergovernmental Services – Snohomish Regional Drug and Gang Task Force participation.

Major 2017 Budget Changes

The increase to Interfund Rental is due to the reorganization of the Technology Services group. Previously, costs to pay for Information Technology (IT) were budgeted as part of the Administrative Services Division; beginning in 2017 IT costs will be budgeted in a new Internal Services Fund titled Technology Services Fund 512. Through the Interfund Rental account, each City Fund or Department will be billed for the IT services provided to them.

Decision Package #9 added \$23,610 to 2017 costs for an emergency radio communication enhancement system.

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

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change | % Change | \$ Change | % Change |
|-----------------------|-------------|-------------|---------------|-------------|-----------------|-----------------|-------------------|-------------------|
| | | | | | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Salaries | 642,472 | 673,190 | 679,940 | 698,790 | 25,600 | 4% | 18,850 | 3% |
| Overtime | 3,334 | 3,280 | 3,550 | 3,280 | - | 0% | (270) | -8% |
| Holiday Buyback | 4,428 | 4,430 | 4,540 | 4,540 | 110 | 2% | - | 0% |
| Benefits | 190,841 | 203,490 | 212,120 | 215,400 | 11,910 | 6% | 3,280 | 2% |
| Uniforms | 4,391 | 5,100 | 4,000 | 5,100 | - | 0% | 1,100 | 28% |
| Supplies | 11,596 | 13,000 | 13,000 | 13,000 | - | 0% | - | 0% |
| Minor Equipment | 2,164 | - | 710 | 500 | 500 | N/A | (210) | -30% |
| Professional Services | 19,359 | 17,130 | 14,080 | 17,130 | - | 0% | 3,050 | 22% |
| Communications | 1,231 | 1,000 | 1,000 | 24,610 | 23,610 | 2361% | 23,610 | 2361% |
| Travel | 75 | 180 | 100 | 180 | - | 0% | 80 | 80% |
| Rental/Lease | 15,233 | 18,000 | 17,000 | 18,000 | - | 0% | 1,000 | 6% |
| Interfund Rental | 14,472 | 13,460 | 13,460 | 252,020 | 238,560 | 1772% | 238,560 | 1772% |
| Repair/Maintenance | 403 | - | 260 | 500 | 500 | N/A | 240 | 92% |
| Miscellaneous | 3,755 | 5,690 | 5,690 | 5,690 | - | 0% | - | 0% |
| Intergovt Services | 10,546 | 10,550 | 10,550 | 10,550 | - | 0% | - | 0% |
| | 924,301 | 968,500 | 980,000 | 1,269,290 | 300,790 | 31% | 289,290 | 30% |

| | | | | |
|-------------|--------------------|---|----------------|--------|
| 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 Sergeant and five Police Services Assistants.
- Uniforms - \$360 for each non-commissioned (x5) employee plus \$700 uniform allowance for a commissioned employee.
- Supplies - all department forms and citations.
- Small Equipment – Ergonomic and technology upgrades of various office equipment that is already in need of replacement to include: six comfort floor pads, six wireless keyboard/mouse set-ups, six ergonomic chairs, and a replacement printer for CAD printing
- 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.

Major 2017 Budget Changes

Decision Package #10 added \$78,020 to 2017 costs for one additional full-time Police Staff Assistant.

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change | % Change | \$ Change | % Change |
|-----------------------|-------------|-------------|---------------|-------------|-----------------|-----------------|-------------------|-------------------|
| | | | | | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Salaries | 411,170 | 404,260 | 406,470 | 462,270 | 58,010 | 14% | 55,800 | 14% |
| Overtime | 18,632 | 8,600 | 9,100 | 8,600 | - | 0% | (500) | -5% |
| Holiday Buyback | 13,311 | 17,120 | 17,250 | 20,570 | 3,450 | 20% | 3,320 | 19% |
| Benefits | 173,746 | 177,010 | 202,520 | 219,230 | 42,220 | 24% | 16,710 | 8% |
| Uniforms | 890 | 2,500 | 1,500 | 3,360 | 860 | 34% | 1,860 | 124% |
| Supplies | 4,742 | 4,700 | 2,000 | 5,200 | 500 | 11% | 3,200 | 160% |
| Minor Equipment | 1,489 | 5,000 | 3,500 | 5,000 | - | 0% | 1,500 | 43% |
| Professional Services | 383 | 2,700 | 1,000 | 2,700 | - | 0% | 1,700 | 170% |
| Repair/Maintenance | 2,633 | 1,500 | 800 | 1,500 | - | 0% | 700 | 88% |
| Miscellaneous | 1,662 | 500 | 500 | 1,000 | 500 | 100% | 500 | 100% |
| | 628,659 | 623,890 | 644,640 | 729,430 | 105,540 | 17% | 84,790 | 13% |



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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 - one Detective Sergeant, one Detective Corporal, five Detectives, and one Narcotics Detective.
- Uniforms - \$700 clothing allowance for each commissioned (x8) employee 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, TLO and Spokeo 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.

Major 2017 Budget Changes

None

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

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change | % Change | \$ Change | % Change |
|-----------------------|-------------|-------------|---------------|-------------|-----------------|-----------------|-------------------|-------------------|
| | | | | | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Salaries | 735,609 | 760,390 | 763,800 | 785,450 | 25,060 | 3% | 21,650 | 3% |
| Overtime | 41,143 | 41,070 | 39,000 | 39,000 | (2,070) | -5% | - | 0% |
| Holiday Buyback | 29,592 | 31,670 | 27,680 | 31,670 | - | 0% | 3,990 | 14% |
| Benefits | 281,972 | 287,000 | 312,500 | 295,450 | 8,450 | 3% | (17,050) | -5% |
| Uniforms | 5,538 | 5,600 | 5,000 | 5,600 | - | 0% | 600 | 12% |
| Supplies | 1,533 | 2,700 | 1,500 | 2,700 | - | 0% | 1,200 | 80% |
| Minor Equipment | 5,889 | 1,600 | 1,600 | 2,100 | 500 | 31% | 500 | 31% |
| Professional Services | 10,595 | 24,000 | 18,000 | 24,500 | 500 | 2% | 6,500 | 36% |
| Travel | 8 | 130 | 100 | 130 | - | 0% | 30 | 30% |
| Interfund Rental | 31,632 | 38,740 | 38,740 | 48,000 | 9,260 | 24% | 9,260 | 24% |
| Repair/Maintenance | - | 500 | 400 | 500 | - | 0% | 100 | 25% |
| Miscellaneous | 50 | 500 | 500 | 500 | - | 0% | - | 0% |
| | 1,143,561 | 1,193,900 | 1,208,820 | 1,235,600 | 41,700 | 3% | 26,780 | 2% |

| | | | | |
|-------------|---------|---|----------------|--------|
| 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 six Sergeants, four Corporals, and 25 Patrol Officers. Reimbursable overtime and benefits are matched by revenue from third parties such as Edmonds School District (football games, graduations, dances), Edmonds Rotary Club (Waterfront Festival), and the Edmonds Chamber of Commerce (4th of July, 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 – Five dive team medical exams, vehicle decontamination and contract towing fees.
- Communications – Fees associated with cellular phones, iPads and Blackberry devices for the entire department.
- 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).

Major 2017 Budget Changes

Decision package #11 added \$132,920 to 2017 costs for one new FTE Police Officer Position for the School Resource Officer (SRO), plus funding for the purchase and outfitting of one new patrol vehicle for assignment to the SRO.

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

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change | % Change | \$ Change | % Change |
|-----------------------|-------------|-------------|---------------|-------------|-----------------|-----------------|-------------------|-------------------|
| | | | | | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Salaries | 2,757,703 | 3,104,360 | 3,090,510 | 3,404,270 | 299,910 | 10% | 313,760 | 10% |
| Overtime | 375,689 | 272,870 | 314,810 | 324,500 | 51,630 | 19% | 9,690 | 3% |
| Holiday Buyback | 104,654 | 128,520 | 124,740 | 132,570 | 4,050 | 3% | 7,830 | 6% |
| Benefits | 1,152,006 | 1,233,490 | 1,220,430 | 1,278,180 | 44,690 | 4% | 57,750 | 5% |
| Uniforms | 41,428 | 60,450 | 55,000 | 52,700 | (7,750) | -13% | (2,300) | -4% |
| Supplies | 10,269 | 10,000 | 10,000 | 10,000 | - | 0% | - | 0% |
| Minor Equipment | 1,724 | 9,000 | 4,200 | 4,500 | (4,500) | -50% | 300 | 7% |
| Professional Services | 8,906 | 14,000 | 13,000 | 14,000 | - | 0% | 1,000 | 8% |
| Communications | 24,596 | 25,210 | 29,500 | 26,210 | 1,000 | 4% | (3,290) | -11% |
| Interfund Rental | 327,792 | 311,530 | 311,530 | 333,370 | 21,840 | 7% | 21,840 | 7% |
| Repair/Maintenance | 6,991 | 10,190 | 9,000 | 10,190 | - | 0% | 1,190 | 13% |
| Miscellaneous | 100 | 130 | 50 | 130 | - | 0% | 80 | 160% |
| | 4,811,857 | 5,179,750 | 5,182,770 | 5,590,620 | 410,870 | 8% | 407,850 | 8% |

| | | | | |
|-------------|--------------------|---|----------------|--------|
| 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, distraction devices and chemical agents.
- 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).

Major 2017 Budget Changes

Decision Package #12 – Request for purchase of Ford panel van to replace the current SWAT transport vehicle.

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change | % Change | \$ Change | % Change |
|--------------------|-------------|-------------|---------------|-------------|-----------------|-----------------|-------------------|-------------------|
| | | | | | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Uniforms | 918 | - | - | - | N/A | N/A | N/A | N/A |
| Supplies | 24,405 | 12,000 | 13,000 | 12,500 | 500 | 4% | (500) | -4% |
| Small Equipment | 1,915 | - | 2,500 | 500 | 500 | N/A | (2,000) | -80% |
| Repair/Maintenance | 76 | 430 | 200 | 430 | - | 0% | 230 | 115% |
| Miscellaneous | 1,134 | 4,750 | 4,100 | 4,750 | - | 0% | 650 | 16% |
| Interfund Rental | 6,696 | 17,700 | 17,700 | 13,140 | (4,560) | -26% | (4,560) | -26% |
| | 35,145 | 34,880 | 37,500 | 31,320 | (3,560) | -10% | (6,180) | -16% |

| | | | | |
|-------------|----------|---|----------------|--------|
| 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 – Includes two K-9 Officers.
- 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.
- Supplies – Dog food and miscellaneous equipment including leads, muzzles, bite sleeves, medications.
- Professional Services – Kennel boarding and veterinarian services.
- Interfund Rental – Charges associated with the rental and maintenance/fuel for the assigned K-9 officer vehicles.
- Miscellaneous – Membership dues for the Washington State Police Canine Association (WSPCA).

Major 2017 Budget Changes

None

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change | % Change | \$ Change | % Change |
|-----------------------|-------------|-------------|---------------|-------------|-----------------|-----------------|-------------------|-------------------|
| | | | | | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Salaries | 87,590 | 151,800 | 92,480 | 159,770 | 7,970 | 5% | 67,290 | 73% |
| Overtime | 18,788 | 32,000 | 15,280 | 32,000 | - | 0% | 16,720 | 109% |
| Holiday Buyback | 3,817 | 7,900 | 3,820 | 7,900 | - | 0% | 4,080 | 107% |
| Benefits | 40,523 | 82,640 | 43,000 | 65,060 | (17,580) | -21% | 22,060 | 51% |
| Uniforms | 126 | 1,600 | 1,200 | 1,600 | - | 0% | 400 | 33% |
| Supplies | 1,633 | 2,500 | 1,300 | 2,500 | - | 0% | 1,200 | 92% |
| Minor Equipment | - | - | 150 | 500 | 500 | N/A | 350 | 233% |
| Professional Services | 2,729 | 1,800 | 800 | 1,800 | - | 0% | 1,000 | 125% |
| Miscellaneous | 50 | 100 | 50 | 100 | - | 0% | 50 | 100% |
| | 155,256 | 280,340 | 158,080 | 271,230 | (9,110) | -3% | 113,150 | 72% |

| | | | | |
|-------------|----------|---|----------------|--------|
| 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 – Includes one Training Corporal.
- Uniforms – Yearly \$700 clothing allowance per the Collective Bargaining Agreement between the Edmonds Police Officers Association and the City, and ancillary uniform expenses.
- 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 per the Collective Bargaining Agreement between the Edmonds Police Officers Association and the City, Lexipol 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.

Major 2017 Budget Changes

None

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

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change | % Change | \$ Change | % Change |
|-----------------------|-------------|-------------|---------------|-------------|-----------------|-----------------|-------------------|-------------------|
| | | | | | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Salaries | 100,029 | 102,500 | 106,730 | 101,450 | (1,050) | -1% | (5,280) | -5% |
| Overtime | 11,859 | 6,500 | 3,570 | 6,500 | - | 0% | 2,930 | 82% |
| Holiday Buyback | 4,231 | 4,230 | 4,190 | 4,230 | - | 0% | 40 | 1% |
| Benefits | 26,198 | 27,000 | 25,100 | 42,720 | 15,720 | 58% | 17,620 | 70% |
| Uniforms | 700 | 750 | 750 | 750 | - | 0% | - | 0% |
| Supplies | 21,492 | 36,000 | 34,000 | 36,000 | - | 0% | 2,000 | 6% |
| Minor Equipment | 3,031 | 5,200 | 5,000 | 5,200 | - | 0% | 200 | 4% |
| Professional Services | 20,128 | 17,300 | 17,300 | 17,300 | - | 0% | - | 0% |
| Travel | 23,779 | 17,000 | 17,000 | 17,000 | - | 0% | - | 0% |
| Rental/Lease | 7,944 | 6,910 | 6,910 | 6,300 | (610) | -9% | (610) | -9% |
| Repair/Maintenance | 2,001 | 1,000 | 500 | 1,000 | - | 0% | 500 | 100% |
| Miscellaneous | 23,761 | 33,000 | 33,000 | 33,000 | - | 0% | - | 0% |
| | 245,154 | 257,390 | 254,050 | 271,450 | 14,060 | 5% | 17,400 | 7% |

| | | | | |
|-------------|-----------------------|---|----------------|--------|
| 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 two Animal Control/Ordinance Enforcement Officers.
- 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.
- Supplies – Plastic bags, animal control drugs, disposable leashes, dog licenses and renewal forms.
- Professional Services – Veterinary services with local veterinarians, animal disposal services with S. Morris, and contract animal shelter services with PAWS.
- Interfund Rental – Charges associated with the rental and maintenance/fuel for the 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.

Major 2017 Budget Changes

Council amendment #2 added \$41,150 for a parking enforcement officer

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change | % Change | \$ Change | % Change |
|-----------------------|-------------|-------------|---------------|-------------|-----------|----------|-----------|----------|
| | | | | | 17-16 | 17-16 | 17-16 | 17-16 |
| | | | | | Budget | Budget | Estimate | Estimate |
| Salaries | 133,868 | 159,770 | 117,670 | 144,830 | (14,940) | -9% | 27,160 | 23% |
| Overtime | 1,966 | 5,080 | 6,000 | 3,000 | (2,080) | -41% | (3,000) | -50% |
| Holiday Buyback | 5,662 | 5,660 | 5,040 | 6,650 | 990 | 17% | 1,610 | 32% |
| Benefits | 61,477 | 70,590 | 54,870 | 72,040 | 1,450 | 2% | 17,170 | 31% |
| Uniforms | 1,033 | 1,000 | 850 | 3,030 | 2,030 | 203% | 2,180 | 256% |
| Supplies | 556 | 2,000 | 1,200 | 2,000 | - | 0% | 800 | 67% |
| Minor Equipment | 275 | - | 300 | 5,310 | 5,310 | N/A | 5,010 | 1670% |
| Professional Services | 37,347 | 39,040 | 34,000 | 39,040 | - | 0% | 5,040 | 15% |
| Rental/Lease | 16,332 | 14,770 | 14,770 | 12,120 | (2,650) | -18% | (2,650) | -18% |
| Miscellaneous | 595 | 2,080 | 270 | 1,080 | (1,000) | -48% | 810 | 300% |
| | 259,112 | 299,990 | 234,970 | 289,100 | (10,890) | -4% | 54,130 | 23% |

| | | | | |
|-------------|---------|---|----------------|--------|
| 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 – Includes four Traffic Officers. Reimbursable overtime and benefits are matched by revenue from the Washington State Traffic Safety Commission for DUI, seatbelt and speeding emphasis patrols.
- 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.
- 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 rental and maintenance/fuel for the police motorcycles and traffic car.

Major 2017 Budget Changes

Council amendment #6 added \$11,000 for one radar speed indicator trailer

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change | % Change | \$ Change | % Change |
|--------------------|-------------|-------------|---------------|-------------|-----------------|-----------------|-------------------|-------------------|
| | | | | | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Salaries | 363,183 | 384,090 | 372,790 | 387,890 | 3,800 | 1% | 15,100 | 4% |
| Overtime | 33,831 | 36,700 | 38,740 | 36,700 | - | 0% | (2,040) | -5% |
| Holiday Buyback | 13,235 | 15,590 | 15,240 | 15,590 | - | 0% | 350 | 2% |
| Benefits | 118,173 | 125,180 | 117,810 | 122,330 | (2,850) | -2% | 4,520 | 4% |
| Uniforms | 4,910 | 3,000 | 2,000 | 3,000 | - | 0% | 1,000 | 50% |
| Supplies | 289 | 130 | 500 | 500 | 370 | 285% | - | 0% |
| Minor Equipment | 4,748 | 3,000 | 3,800 | 3,500 | 500 | 17% | (300) | -8% |
| Rental/Lease | 60,792 | 77,410 | 77,410 | 61,810 | (15,600) | -20% | (15,600) | -20% |
| Repair/Maintenance | 643 | 500 | 250 | 500 | - | 0% | 250 | 100% |
| Equipment | - | - | - | 11,000 | | | | |
| | 599,803 | 645,600 | 628,540 | 642,820 | (2,780) | 0% | 14,280 | 2% |

| | | | | |
|-------------|---------------------|---|----------------|--------|
| 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 - includes one Property Officer/Evidence Technician.
- Uniforms - repair or replacement of uniforms lost or damaged on the job per union contract.
- Supplies - evidence supplies, fingerprint supplies, and drug testing supplies.
- Small Equipment – additional freezer for the storage of organic evidence.
- Professional Services – hazardous materials disposal, analytical and precision balance, and property room audit.
- Interfund rental - charges associated with the rental and maintenance/fuel for the property van.
- Miscellaneous - dues for Law Enforcement Identification and Records Association and miscellaneous evidence processing/handling costs.

Major 2017 Budget Changes

None

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change | % Change | \$ Change | % Change |
|-----------------------|-------------|-------------|---------------|-------------|-----------------|-----------------|-------------------|-------------------|
| | | | | | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Salaries | 62,360 | 62,570 | 63,900 | 64,910 | 2,340 | 4% | 1,010 | 2% |
| Overtime | 121 | 660 | 3,500 | 1,200 | 540 | 82% | (2,300) | -66% |
| Holiday Buyback | 2,671 | 2,670 | 2,700 | 2,700 | 30 | 1% | - | 0% |
| Benefits | 21,166 | 21,790 | 22,170 | 22,570 | 780 | 4% | 400 | 2% |
| Uniforms | 110 | 310 | 200 | 310 | - | 0% | 110 | 55% |
| Supplies | 2,965 | 3,700 | 3,700 | 4,100 | 400 | 11% | 400 | 11% |
| Minor Equipment | 20,157 | 1,100 | 1,100 | 1,100 | - | 0% | - | 0% |
| Professional Services | 5,355 | 1,200 | 1,200 | 1,200 | - | 0% | - | 0% |
| Rental/Lease | 5,316 | 7,460 | 7,460 | 6,080 | (1,380) | -18% | (1,380) | -18% |
| Repair/Maintenance | - | 500 | 500 | 500 | - | 0% | - | 0% |
| Miscellaneous | - | 100 | 100 | 100 | - | 0% | - | 0% |
| | 120,221 | 102,060 | 106,530 | 104,770 | 2,710 | 3% | (1,760) | -2% |

| | | | | |
|-------------|----------|---|----------------|--------|
| Fund: | General |  | Fund #: | 001 |
| Department: | Police | | Department #: | 41 |
| Cost Center | Dispatch | | Cost Center #: | 528.60 |

Function

General Fund contributions to the B fund to replace police radios and mobile computers.

Budget Narrative

The annual contribution of \$48,000 is split evenly between police radio replacement and the replacement of mobile computers. Those transfers were suspended in 2009 and 2012 due to budget shortfalls. Our current portable radios are now past warranty, and getting close to the end of their service life. Replacement parts are difficult to find. Due to changes in radio system technology and the expiring life of our current radios, all portable and vehicle radios will have to be replaced between 2018 and 2020.

In addition, our mobile computers have a service life of four years, which cannot be stretched much due to changing technologies. It is important that the reserve fund is maintained to cover future expenditures for mobile radios, portable radios, and mobile computers.

Major 2017 Budget Changes

None

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change | % Change | \$ Change | % Change |
|------------------|-------------|-------------|---------------|-------------|-----------------|-----------------|-------------------|-------------------|
| | | | | | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Interfund Rental | 86,520 | 89,120 | 89,120 | 91,790 | 2,670 | 3% | 2,670 | 3.00% |
| | 86,520 | 89,120 | 89,120 | 91,790 | 2,670 | 3% | 2,670 | 3.00% |

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

Function

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

Purpose

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

Budget Narrative

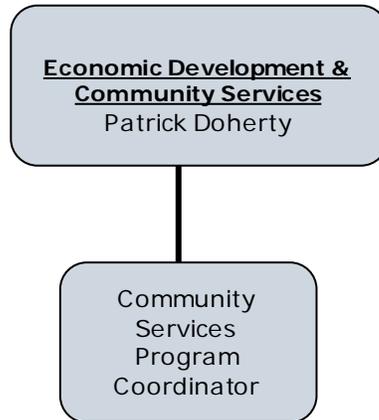
- Supplies – office and drug testing supplies.
- Fuel Consumed – fuel for the narcotics vehicle.
- Small Equipment – undercover equipment purchases.
- Communication – the Blackberry and Nextel phones used by the narcotics detectives; surveillance equipment which operates with wireless technology.
- Repair/Maintenance – the cost of repairs for the narcotics vehicle.
- Miscellaneous – funds for drug purchases.
- Intergovernmental Services – One third of the salary, benefits and overtime for the Narcotics Detective Sergeant. Payment of 10% State of Washington tax on seizures.

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|---------------------------|---------------|----------------|----------------|----------------|-----------------|-----------------|-------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Beginning Balance | 55,159 | 68,730 | 68,730 | 152,450 | 83,720 | 122% | 83,720 | 122% |
| <u>Revenue</u> | | | | | | | | |
| Investment Interest | 311 | - | 150 | - | N/A | N/A | (150) | -100% |
| Miscellaneous Revenue | 71,691 | 153,000 | 153,000 | 130,000 | (23,000) | -15% | (23,000) | -15% |
| Total Revenues | 72,001 | 153,000 | 153,150 | 130,000 | (23,000) | -15% | (23,150) | -15% |
| <u>Expenditure</u> | | | | | | | | |
| Fuel Consumed | 1,480 | 3,000 | 2,000 | 3,000 | - | 0% | 1,000 | 50% |
| Small Equipment | 800 | 5,000 | 5,000 | 5,000 | - | 0% | - | 0% |
| Communications | 1,943 | 2,230 | 2,230 | 2,230 | - | 0% | - | 0% |
| Repair and Maint. | - | 800 | 200 | 800 | - | 0% | 600 | 300% |
| Miscellaneous | 10,000 | 20,000 | 15,000 | 20,000 | - | 0% | 5,000 | 33% |
| Intergovernmental Serv. | 44,205 | 45,000 | 45,000 | 45,000 | - | 0% | - | 0% |
| Total Expenditures | 58,429 | 76,030 | 69,430 | 76,030 | - | 0% | 6,600 | 10% |
| Ending Balance | 68,732 | 145,700 | 152,450 | 206,420 | 60,720 | 42% | 53,970 | 35% |



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| | | | | |
|-------------|---|---|----------------|-----|
| Fund: | General |  | Fund #: | 001 |
| Department: | Community Services & Economic Development | | Department #: | 61 |
| Cost Center | Total Department | | Cost Center #: | |



| | | | | |
|-------------|---|---|----------------|-----|
| Fund: | General |  | Fund #: | 001 |
| Department: | Community Services & Economic Development | | Department #: | 61 |
| Cost Center | Total Department | | Cost Center #: | |

| Program | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|----------------------|---------|---------|----------|---------|-----------------|-----------------|-------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Community Services | 377,266 | 442,900 | 403,860 | 470,530 | 27,630 | 6% | 66,670 | 17% |
| Economic Development | 60,557 | 97,680 | 92,190 | 92,700 | (4,980) | -5% | 510 | 1% |
| | 437,823 | 540,580 | 496,050 | 563,230 | 22,650 | 4% | 67,180 | 14% |

| | | | | |
|-------------|---|---|----------------|--------|
| Fund: | General |  | Fund #: | 001 |
| Department: | Community Services & Economic Development | | Department #: | 61 |
| Cost Center | Community Services | | Cost Center #: | 557.20 |

Function

Community Services’ function is to provide effective and efficient support to the Mayor, City Council, Department Directors and staff. The Division 1) helps form and develops long-term policies and strategies, 2) plans, organizes, coordinates, and implements major/special projects, and 3) serves as an effective liaison between the City and its residents, and community, regional, and state organizations.

The Community Services Division helps develop and establish both long-term and short-range goals and objectives. The Division also develops administrative procedures and policies, helps coordinate Capital Improvement Projects, participates as a member of the annual budget review team, and provides for special project management on regional issues that involve funding, legislation, and interlocal agreements.

Budget Narrative

The Salary and Benefits budget includes the Community Services & Economic Development Director and one Program Coordinator.

Major 2017 Budget Changes

The increase to Interfund Rental is due to the reorganization of the Technology Services group. Previously, costs to pay for Information Technology (IT) were budgeted as part of the Administrative Services Division; beginning in 2017 IT costs will be budgeted in a new Internal Services Fund titled Technology Services Fund 512. Through the Interfund Rental account, each City Fund or Department will be billed for the IT services provided to them.

Decision Package #13 added \$6,000 to 2017 costs for a diversity commission consultant.

Decision Package #14 added \$30,000 to 2017 costs for a community engagement & public relations consultant.

Decision Package #15 added \$72,000 to 2017 costs for the federal lobbyist.

Decision Package #16 added \$3,000 to 2017 costs for a miscellaneous diversity commission expenses.

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change | % Change | \$ Change | % Change |
|-----------------------|----------------|----------------|------------------|----------------|-----------------|-----------------|-------------------|-------------------|
| | | | | | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Salaries | 220,877 | 224,120 | 225,520 | 230,000 | 5,880 | 3% | 4,480 | 2% |
| Benefits | 63,750 | 67,290 | 68,850 | 69,080 | 1,790 | 3% | 230 | 0% |
| Supplies | 1,318 | 1,000 | 1,000 | 1,000 | - | 0% | - | 0% |
| Minor Equipment | - | 500 | 500 | 500 | - | 0% | - | 0% |
| Professional Services | 84,637 | 141,400 | 99,400 | 152,400 | 11,000 | 8% | 53,000 | 53% |
| Communications | 905 | 1,090 | 1,090 | 1,090 | - | 0% | - | 0% |
| Travel | 467 | 1,000 | 1,000 | 1,000 | - | 0% | - | 0% |
| Rental/Lease | 1,979 | 2,000 | 2,000 | 2,000 | - | 0% | - | 0% |
| Interfund Rental | - | - | - | 8,960 | 8,960 | N/A | 8,960 | N/A |
| Repair/Maintenance | - | 500 | 500 | 500 | - | 0% | - | 0% |
| Miscellaneous | 3,332 | 4,000 | 4,000 | 4,000 | - | 0% | - | 0% |
| | 377,266 | 442,900 | 403,860 | 470,530 | 27,630 | 6% | 66,670 | 17% |

| | | | | |
|-------------|---|---|----------------|--------|
| Fund: | General |  | Fund #: | 001 |
| Department: | Community Services & 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, resolving complaints and concerns, and marketing Edmonds to businesses and visitors. The department coordinates with other departments, government agencies, boards & commissions, and the Chamber of Commerce on special projects. It also works on policies, regulations & programs that encourage economic development and make the city more business-friendly.

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.

Major 2017 Budget Changes

None

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|-----------------------|--------|--------|----------|--------|-----------------|-----------------|-------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Salaries | 483 | 840 | 450 | 850 | 10 | 1% | 400 | 89% |
| Benefits | 65 | 140 | 40 | 150 | 10 | 7% | 110 | 275% |
| Supplies | 1,898 | 6,000 | 6,000 | 6,000 | - | 0% | - | 0% |
| Minor Equipment | 326 | 300 | 300 | 300 | - | 0% | - | 0% |
| Professional Services | 55,504 | 86,000 | 81,000 | 81,000 | (5,000) | -6% | - | 0% |
| Communications | 175 | 400 | 400 | 400 | - | 0% | - | 0% |
| Travel | 179 | 1,000 | 1,000 | 1,000 | - | 0% | - | 0% |
| Miscellaneous | 1,927 | 3,000 | 3,000 | 3,000 | - | 0% | - | 0% |
| | 60,557 | 97,680 | 92,190 | 92,700 | (4,980) | -5% | 510 | 1% |

| | | | | |
|-------------|---|---|----------------|-----|
| Fund: | Hotel/Motel Tax |  | Fund #: | 120 |
| Department: | Community Services and 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 two-percent 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.

The City receives over \$100,000 annually (\$106,881 in 2015) in Lodging Tax 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 Fund 120 is allocated annually for a variety of activities and programs that promote tourism. This includes an expenditure of up to \$4,500 that is allocated every three years (last done in 2016) 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 the summer Concerts in the Park, which both bring visitors to Edmonds and serve as an additional attraction or amenity for those 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 Snohomish County Visitor Bureau and the Edmonds Chamber Visitor Center.

Major 2017 Budget Changes

Decision package #55 added \$5,000 to 2017 costs for LTAC Advertising related to general tourism advertising.

Decision package #56 added \$3,000 to 2017 costs for LTAC Advertising related to the 2017 Waterfront Festival and the Chamber of Commerce 2017 Chowder Cook-off.

Decision package #57 added \$2,200 to 2017 costs to increase professional services.

Decision package #58 added \$850 to 2017 costs for LTAC miscellaneous related to general tourism expenses.

Decision package #59 added \$4,000 to 2017 costs for LTAC miscellaneous expenses related to the tourism program.

Staff recommended change #4 moved \$200 from the miscellaneous budget to the Snohomish County Tourism budget

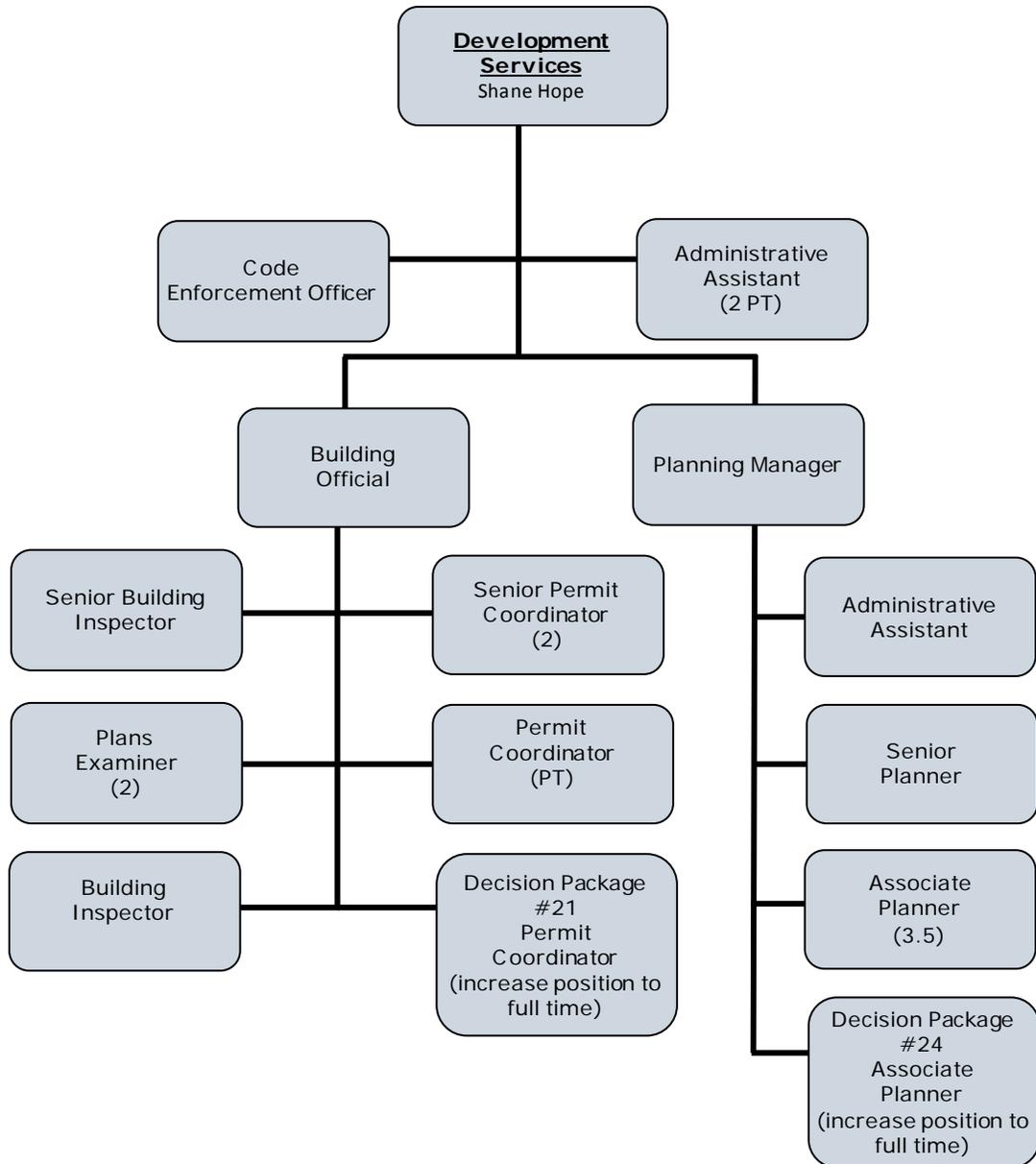
| | | | | |
|-------------|---|---|----------------|-----|
| Fund: | Hotel/Motel Tax |  | Fund #: | 120 |
| Department: | Community Services and Economic Development | | Department #: | 31 |
| Cost Center | Total Fund | | Cost Center #: | N/A |

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|---------------------------|----------------|----------------|----------------|---------------|-----------------|-----------------|-------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Beginning Balance | 133,991 | 153,880 | 153,880 | 87,180 | (66,700) | -43% | (66,700) | -43% |
| <u>Revenue</u> | | | | | | | | |
| 75% Hotel/Motel Tax* | 80,161 | 81,750 | 81,750 | 90,000 | 8,250 | 10% | 8,250 | 10% |
| Investment Interest | 1,090 | 400 | 1,200 | 1,200 | 800 | 200% | - | 0% |
| Total Revenues | 81,251 | 82,150 | 82,950 | 91,200 | 9,050 | 11% | 8,250 | 10% |
| <u>Expenditure</u> | | | | | | | | |
| Professional Services | 56,776 | 77,500 | 77,500 | 73,500 | (4,000) | -5% | (4,000) | -5% |
| Miscellaneous | 582 | 8,150 | 8,150 | 12,200 | 4,050 | 50% | 4,050 | 50% |
| Interfund Transfer Out | 4,000 | 4,000 | 4,000 | 4,000 | - | 0% | - | 0% |
| Construction | 0 | 60,000 | 60,000 | - | (60,000) | -100% | (60,000) | -100% |
| Total Expenditures | 61,358 | 149,650 | 149,650 | 89,700 | (59,950) | -40% | (59,950) | -40% |
| Ending Balance | 153,885 | 86,380 | 87,180 | 88,680 | 2,300 | 3% | 1,500 | 2% |

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

| | | | | |
|-------------|----------------------|---|----------------|-----|
| Fund: | General |  | Fund #: | 001 |
| Department: | Development Services | | Department #: | 62 |
| Cost Center | Total Department | | Cost Center #: | N/A |



| | | | | |
|-------------|----------------------|---|----------------|-----|
| Fund: | General |  | Fund #: | 001 |
| Department: | Development Services | | Department #: | 62 |
| Cost Center | Total Department | | Cost Center #: | N/A |

Mission Statement

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

- Providing accurate, consistent, and timely permit processing
- Promoting building safety and sustainable land use
- Drafting and implementing City codes, policies, plans, and standards
- Protecting the public’s health and safety
- Providing excellent customer service

| Program | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|-------------------|-----------|-----------|-----------|-----------|--------------|--------------|----------------|----------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Administration | 584,372 | 830,390 | 813,060 | 791,700 | (38,690) | -5% | (21,360) | -3% |
| Planning | 885,717 | 1,013,060 | 1,035,530 | 1,185,840 | 172,780 | 17% | 150,310 | 15% |
| Building Services | 706,629 | 859,900 | 836,540 | 939,140 | 79,240 | 9% | 102,600 | 12% |
| | 2,176,717 | 2,703,350 | 2,685,130 | 2,916,680 | 213,330 | 8% | 231,550 | 9% |

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|-----------------------|-----------|-----------|-----------|-----------|--------------|--------------|----------------|----------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Salaries | 1,356,149 | 1,444,230 | 1,460,840 | 1,547,970 | 103,740 | 7% | 87,130 | 6% |
| Overtime | 566 | 1,300 | 6,500 | 1,300 | - | 0% | (5,200) | -80% |
| Benefits | 483,568 | 534,670 | 533,890 | 568,060 | 33,390 | 6% | 34,170 | 6% |
| Uniforms | 120 | 500 | 500 | 500 | - | 0% | - | 0% |
| Supplies | 14,141 | 16,100 | 16,100 | 16,100 | - | 0% | - | 0% |
| Minor Equipment | 7,337 | 6,950 | 5,600 | 6,000 | (950) | -14% | 400 | 7% |
| Professional Services | 200,603 | 588,940 | 541,940 | 554,860 | (34,080) | -6% | 12,920 | 2% |
| Communications | 5,248 | 8,500 | 8,500 | 8,700 | 200 | 2% | 200 | 2% |
| Travel | 2,823 | 4,250 | 6,150 | 4,750 | 500 | 12% | (1,400) | -23% |
| Rental/Lease | 21,710 | 11,800 | 11,800 | 11,800 | - | 0% | - | 0% |
| Interfund Rental | 14,736 | 12,950 | 12,950 | 135,780 | 122,830 | 948% | 122,830 | 948% |
| Repairs/Maintenance | 7,615 | 6,800 | 6,800 | 6,800 | - | 0% | - | 0% |
| Miscellaneous | 62,100 | 38,860 | 46,060 | 54,060 | 15,200 | 39% | 8,000 | 17% |
| Equipment | - | 27,500 | 27,500 | - | (27,500) | -100% | (27,500) | -100% |
| | 2,176,717 | 2,703,350 | 2,685,130 | 2,916,680 | 213,330 | 8% | 231,550 | 9% |

| | | | | |
|-------------|----------------------|---|----------------|--------|
| Fund: | General |  | Fund #: | 001 |
| Department: | Development Services | | 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 well 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

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

| | |
|-----------------------|---|
| Salaries and Benefits | Director, Administrative Assistant and Code Enforcement Officer, Intern(s) |
| 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 and permit system maintenance & enhancement. |
| Communication | Wireless services, phones, postage, fax. |
| Travel | Lodging, meals, mileage |
| Rental/Lease | Copier and equipment leases. |
| Repairs/Maintenance | Office equipment repairs/maintenance – e.g. fax, binding machine, label maker, laminator. |
| Miscellaneous | Dues/subscriptions/memberships, registration, training, publications. |

Major 2017 Budget Changes

The increase to Interfund Rental is due to the reorganization of the Technology Services group. Previously, costs to pay for Information Technology (IT) were budgeted as part of the Administrative Services Division; beginning in 2017 IT costs will be budgeted in a new Internal Services Fund titled Technology Services Fund 512. Through the Interfund Rental account, each City Fund or Department will be billed for the IT services provided to them.

- Eliminate one-time Highway 99 Subarea Plan (\$175,000) from Professional Services
- Eliminate one-time Development Code Update (\$54,199) from Professional Services
- Eliminate one-time 2016 phase of Digitization Project (\$48,000) from Professional Services
- Eliminate one-time 2016 Large format printer (27,500) from Equipment

Decision package #17 eliminate on-going Bitco/PermitTrax maintenance (\$16,600) from Professional Services; has been moved to IT 'A' fund

Decision Package #18 added \$30,000 to 2017 costs for the development of a housing strategy.

Decision Package #19 added \$125,000 to 2017 costs to initiate a new digital permit tracking system.

Decision Package #20 added \$48,000 to 2017 costs for digitizing and archiving.

| | | | | |
|-------------|----------------------|---|----------------|--------|
| Fund: | General |  | Fund #: | 001 |
| Department: | Development Services | | Department #: | 62 |
| Cost Center | Administration | | Cost Center #: | 524.10 |

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|-----------------------|---------|---------|----------|---------|-----------------|-----------------|-------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Salaries | 294,858 | 292,880 | 281,850 | 294,010 | 1,130 | 0% | 12,160 | 4% |
| Overtime | 566 | 1,000 | 1,000 | 1,000 | - | 0% | - | 0% |
| Benefits | 93,512 | 99,010 | 95,510 | 100,850 | 1,840 | 2% | 5,340 | 6% |
| Supplies | 14,141 | 16,100 | 16,100 | 16,100 | - | 0% | - | 0% |
| Minor Equipment | 6,304 | 1,000 | 1,000 | 1,500 | 500 | 50% | 500 | 50% |
| Professional Services | 111,008 | 396,000 | 383,500 | 300,600 | (95,400) | -24% | (82,900) | -22% |
| Communications | 1,173 | 1,500 | 1,500 | 1,500 | - | 0% | - | 0% |
| Travel | 2,199 | 1,500 | 4,000 | 2,000 | 500 | 33% | (2,000) | -50% |
| Rental/Lease | 21,710 | 11,800 | 11,800 | 11,800 | - | 0% | - | 0% |
| Interfund Rental | - | - | - | 52,540 | 52,540 | N/A | 52,540 | N/A |
| Repair/Maintenance | 6,750 | 6,800 | 6,800 | 6,800 | - | 0% | - | 0% |
| Miscellaneous | 32,151 | 2,800 | 10,000 | 3,000 | 200 | 7% | (7,000) | -70% |
| | 584,372 | 830,390 | 813,060 | 791,700 | (38,690) | -5% | (21,360) | -3% |

| | | | | |
|-------------|----------------------|---|----------------|--------|
| Fund: | General |  | Fund #: | 001 |
| Department: | Development Services | | 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 Building Inspector, one Combination Building Inspector, one part time Permit Coordinator, two Plans Examiners, two Senior Permit Coordinators (7.25 FTE’s) |
| Overtime | Overtime for the processing and microfilming of permit records, special projects, and maintaining weekly administrative duties for the division, etc. |
| Uniforms | Boots, field gear, safety equipment, uniforms, raingear – as required by union contract. |
| 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 for legal notices. |
| Miscellaneous | Public forms and handouts, reference books, code books, technical software, training, memberships, dues, registrations, conferences, microfilming, etc. |
| Interfund Rental | Vehicle rental for units #34, #70 and #122. |

Major 2017 Budget Changes

The increase to Interfund Rental is due to the reorganization of the Technology Services group. Previously, costs to pay for Information Technology (IT) were budgeted as part of the Administrative Services Division; beginning in 2017 IT costs will be budgeted in a new Internal Services Fund titled Technology Services Fund 512. Through the Interfund Rental account, each City Fund or Department will be billed for the IT services provided to them.

- Decision Package #21 added \$18,170 to 2017 costs to increase the part-time permit coordinator to full time.
- Decision Package #22 added \$10,000 to 2017 costs for consultant plan review for anticipated permit projects.
- Decision Package #23 added \$7,500 to 2017 costs to increase credit card fee charges.

| | | | | |
|-------------|----------------------|---|----------------|--------|
| Fund: | General |  | Fund #: | 001 |
| Department: | Development Services | | Department #: | 62 |
| Cost Center | Building Division | | Cost Center #: | 524.20 |

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|-----------------------|---------|---------|----------|---------|-----------------|-----------------|-------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Salaries | 483,157 | 574,640 | 572,550 | 615,210 | 40,570 | 7% | 42,660 | 7% |
| Benefits | 174,337 | 212,690 | 208,120 | 223,300 | 10,610 | 5% | 15,180 | 7% |
| Uniforms | 120 | 500 | 500 | 500 | - | 0% | - | 0% |
| Minor Equipment | 1,032 | 4,700 | 3,000 | 3,000 | (1,700) | -36% | - | 0% |
| Professional Services | 15,628 | 35,000 | 20,000 | 30,000 | (5,000) | -14% | 10,000 | 50% |
| Communications | 3,580 | 5,500 | 5,500 | 5,700 | 200 | 4% | 200 | 4% |
| Travel | 206 | 1,250 | 1,250 | 1,250 | - | 0% | - | 0% |
| Interfund Rental | 11,712 | 9,790 | 9,790 | 36,850 | 27,060 | 276% | 27,060 | 276% |
| Repair/Maintenance | 866 | - | - | - | N/A | N/A | N/A | N/A |
| Miscellaneous | 15,991 | 15,830 | 15,830 | 23,330 | 7,500 | 47% | 7,500 | 47% |
| | 706,629 | 859,900 | 836,540 | 939,140 | 79,240 | 9% | 102,600 | 12% |

| | | | | |
|-------------|----------------------|---|----------------|--------|
| Fund: | General |  | Fund #: | 001 |
| Department: | Development Services | | 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, one Senior Planner, three Associate Planners and an Administrative Assistant. Total 6 FTE. |
| Overtime | Minor overtime charges to cover peak period workloads. |
| Minor Equipment | Small tools and minor equipment. |
| Professional Services | Hearing Examiner, minute taker, AHA, critical areas and support studies. |
| Communications | Wireless 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, class registrations & tuition, printing, resource materials and publications, archiving. |
| Interfund Rental | Vehicle rental for #17. |

Major 2017 Budget Changes

The increase to Interfund Rental is due to the reorganization of the Technology Services group. Previously, costs to pay for Information Technology (IT) were budgeted as part of the Administrative Services Division; beginning in 2017 IT costs will be budgeted in a new Internal Services Fund titled Technology Services Fund 512. Through the Interfund Rental account, each City Fund or Department will be billed for the IT services provided to them.

Professional Services: Deducted one-time Critical Areas study budget (\$11,183).

Professional Services: 2017 budget includes 2nd year of Urban Forest Management Plan (\$65,000). \$65,000 was also budgeted in 2016.

Professional Services: 2017 budget includes Sustainable Cities Partnership contribution (\$77,500) approved by city council as part of the interlocal agreement.

Decision Package #23 added \$7,500 to 2017 costs to increase credit card fee charges.

Decision Package #24 added \$56,230 to 2017 costs to increase the part-time planner to full time.

| | | | | |
|-------------|----------------------|---|----------------|--------|
| Fund: | General |  | Fund #: | 001 |
| Department: | Development Services | | Department #: | 62 |
| Cost Center | Planning Division | | Cost Center #: | 558.60 |

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|-----------------------|---------|-----------|-----------|-----------|-----------------|-----------------|-------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Salaries | 578,135 | 576,710 | 606,440 | 638,750 | 62,040 | 11% | 32,310 | 5% |
| Overtime | - | 300 | 5,500 | 300 | - | 0% | (5,200) | -95% |
| Benefits | 215,719 | 222,970 | 230,260 | 243,910 | 20,940 | 9% | 13,650 | 6% |
| Minor Equipment | - | 1,250 | 1,600 | 1,500 | 250 | 20% | (100) | -6% |
| Professional Services | 73,967 | 157,940 | 138,440 | 224,260 | 66,320 | 42% | 85,820 | 62% |
| Communications | 496 | 1,500 | 1,500 | 1,500 | - | 0% | - | 0% |
| Travel | 419 | 1,500 | 900 | 1,500 | - | 0% | 600 | 67% |
| Interfund Rental | 3,024 | 3,160 | 3,160 | 46,390 | 43,230 | 1368% | 43,230 | 1368% |
| Miscellaneous | 13,958 | 20,230 | 20,230 | 27,730 | 7,500 | 37% | 7,500 | 37% |
| Equipment | - | 27,500 | 27,500 | - | (27,500) | -100% | (27,500) | -100% |
| | 885,717 | 1,013,060 | 1,035,530 | 1,185,840 | 172,780 | 17% | 150,310 | 15% |

| | | | | |
|-------------|-----------------------|---|----------------|--------|
| Fund: | Historic Preservation |  | Fund #: | 014 |
| Department: | Development Services | | Department #: | 62 |
| Cost Center | Total Fund | | Cost Center #: | 557.20 |

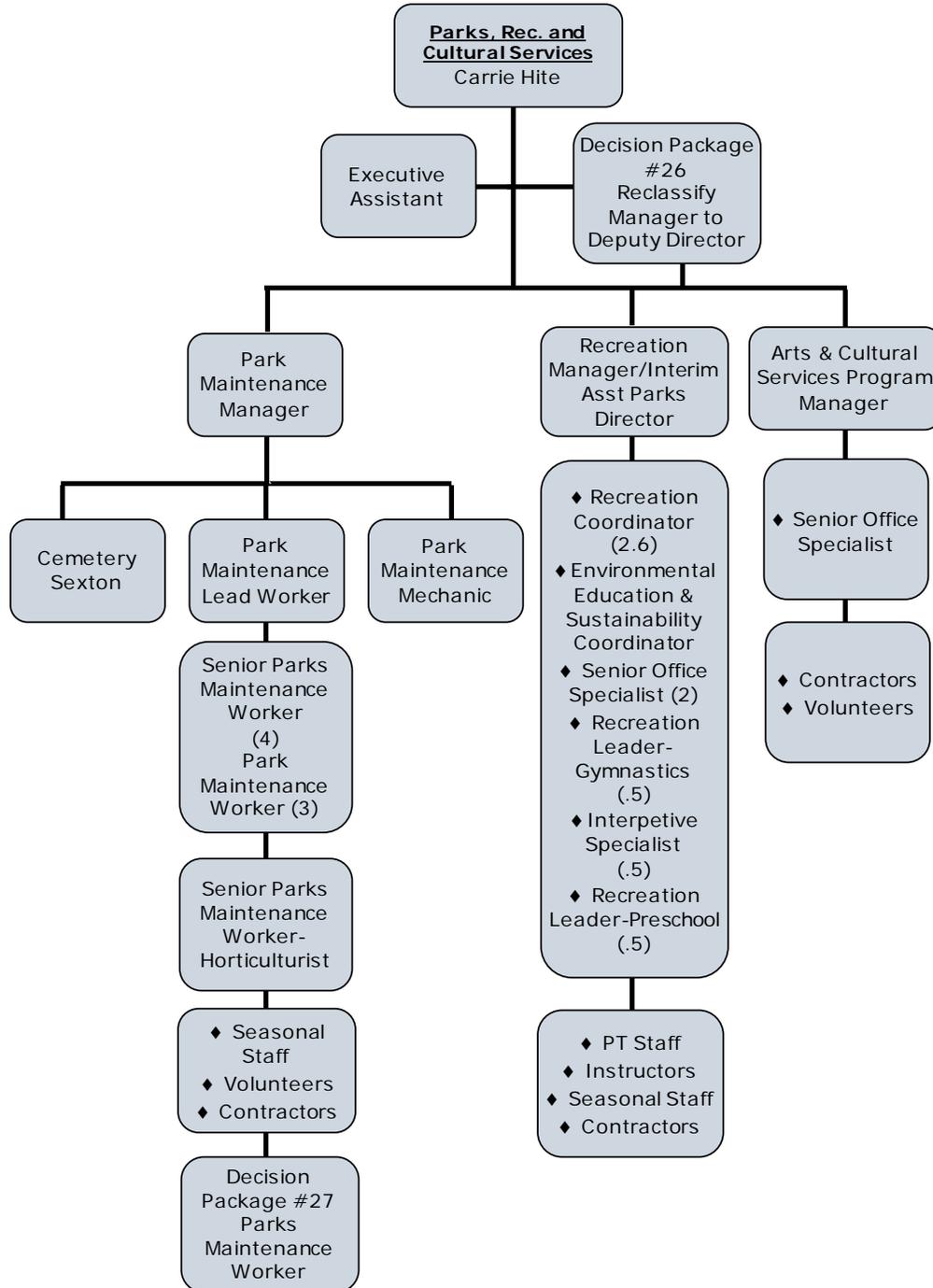
Function

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 in order to raise awareness and appreciation of local history.

- 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.

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change 17-16 Budget | % Change 17-16 Budget | \$ Change 17-16 Estimate | % Change 17-16 Estimate |
|--------------------------|--------------|--------------|---------------|--------------|------------------------|-----------------------|--------------------------|-------------------------|
| Beginning Balance | 1,066 | 2,590 | 2,590 | 2,230 | (360) | -14% | (360) | -14% |
| <u>Revenue</u> | | | | | | | | |
| Historic Preservation | 7,750 | - | - | - | N/A | N/A | N/A | N/A |
| Investment Interest | 11 | - | 40 | 30 | 30 | N/A | (10) | -25% |
| Transfer In | 2,000 | 5,000 | 5,000 | 5,000 | - | 0% | - | 0% |
| Total Revenue | 9,761 | 5,000 | 5,040 | 5,030 | 30 | 1% | (10) | 0% |
| <u>Expenditure</u> | | | | | | | | |
| Supplies | - | 100 | 100 | 100 | - | 0% | - | 0% |
| Professional Services | 8,232 | 200 | 200 | 200 | - | 0% | - | 0% |
| Miscellaneous | - | 5,100 | 5,100 | 5,100 | - | 0% | - | 0% |
| Interest on Loan | 5 | - | - | - | N/A | N/A | N/A | N/A |
| Total Expenditure | 8,237 | 5,400 | 5,400 | 5,400 | - | 0% | - | 0% |
| Ending Balance | 2,590 | 2,190 | 2,230 | 1,860 | (330) | -15% | (370) | -17% |

| | | | | |
|-------------|---------------------------|---|----------------|-----|
| Fund: | General |  | Fund #: | 001 |
| Department: | Parks, Rec. & Cult. Svcs. | | Department #: | 64 |
| Cost Center | Total Department | | Cost Center #: | N/A |



| | | | | |
|-------------|---------------------------|---|----------------|-----|
| Fund: | General |  | Fund #: | 001 |
| Department: | Parks, Rec. & Cult. Svcs. | | Department #: | 64 |
| Cost Center | Total Department | | Cost Center #: | N/A |

Mission Statement

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

Purpose

The Parks, Recreation and Cultural Services Department serves as the community’s key resource for providing parks, recreation and aquatic programs, cultural arts, tourism, economic development and an enhanced quality of life for its citizens. Thousands of participants visit weekly to join the 1,000 plus programs offered each year. There are more than 62 sites, including 32 active parks that encompass nearly 325 acres, 20,000 square feet of flowerbeds and more than 1,000 feet of waterfront shoreline in the Edmonds Parks’ system. The Department manages the Edmonds Memorial Cemetery and serves as liaison to the Edmonds Public Library, the Edmonds Senior Center, and the Arts Commission and provides ongoing partnerships with numerous community organizations including the Edmonds School District, Edmonds Boys and Girls Club, Edmonds Community College, Sno King Youth Club, among others.

| | | | | |
|-------------|---------------------------|---|----------------|-----|
| Fund: | General |  | Fund #: | 001 |
| Department: | Parks, Rec. & Cult. Svcs. | | Department #: | 64 |
| Cost Center | Total Department | | Cost Center #: | N/A |

| Program | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change 13-12 Budget | % Change 13-12 Budget | \$ Change 13-12 Estimate | % Change 13-12 Estimate |
|--------------------------|----------------|----------------|------------------|----------------|------------------------------|-----------------------------|--------------------------------|-------------------------------|
| Administration | 303,683 | 388,000 | 389,790 | 363,010 | (24,990) | -6% | (26,780) | -7% |
| Rec. & Cultural Services | 1,183,489 | 1,267,160 | 1,258,790 | 1,403,800 | 136,640 | 11% | 145,010 | 12% |
| Discovery Programs | 58,436 | 60,110 | 59,770 | 60,430 | 320 | 1% | 660 | 1% |
| Aquatics | 332 | 400 | - | - | (400) | -100% | N/A | N/A |
| Athletics | 71,282 | 97,880 | 88,420 | 97,200 | (680) | -1% | 8,780 | 10% |
| Day Camp | 7,215 | 10,550 | 10,890 | 8,470 | (2,080) | -20% | (2,420) | -22% |
| Fitness | 59,442 | 66,570 | 58,290 | 63,770 | (2,800) | -4% | 5,480 | 9% |
| Gymnastics | 125,074 | 151,840 | 139,500 | 159,920 | 8,080 | 5% | 20,420 | 15% |
| Meadowdale Preschool | 31,234 | 38,950 | 34,640 | 39,610 | 660 | 2% | 4,970 | 14% |
| Parks Maintenance | 1,603,700 | 1,655,680 | 1,656,370 | 1,850,610 | 194,930 | 12% | 194,240 | 12% |
| Flower Program | 35,505 | 48,330 | 42,530 | 44,920 | (3,410) | -7% | 2,390 | 6% |
| | 3,479,393 | 3,785,470 | 3,738,990 | 4,091,740 | 306,270 | 8% | 352,750 | 9% |

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change 17-16 Budget | % Change 17-16 Budget | \$ Change 17-16 Estimate | % Change 17-16 Estimate |
|---------------------------|----------------|----------------|------------------|----------------|------------------------------|-----------------------------|--------------------------------|-------------------------------|
| Salaries | 1,703,378 | 1,830,090 | 1,796,110 | 1,958,290 | 128,200 | 7% | 162,180 | 9% |
| Overtime | 10,634 | 10,000 | 10,000 | 10,000 | - | 0% | - | 0% |
| Benefits | 628,074 | 695,310 | 697,170 | 724,810 | 29,500 | 4% | 27,640 | 4% |
| Uniforms | 6,113 | 5,370 | 5,370 | 5,800 | 430 | 8% | 430 | 8% |
| Supplies | 113,709 | 128,430 | 126,200 | 117,390 | (11,040) | -9% | (8,810) | -7% |
| Small Equipment | 12,625 | 9,080 | 9,080 | 3,250 | (5,830) | -64% | (5,830) | -64% |
| Professional Services | 391,269 | 514,340 | 512,720 | 531,240 | 16,900 | 3% | 18,520 | 4% |
| Communications | 27,264 | 30,140 | 27,270 | 29,920 | (220) | -1% | 2,650 | 10% |
| Travel | 1,709 | 4,450 | 4,000 | 4,470 | 20 | 0% | 470 | 12% |
| Rental/Lease | 77,602 | 60,960 | 76,290 | 76,560 | 15,600 | 26% | 270 | 0% |
| Interfund Rental | 118,860 | 109,350 | 109,350 | 207,000 | 97,650 | 89% | 97,650 | 89% |
| Public Utility | 194,336 | 175,000 | 155,000 | 175,000 | - | 0% | 20,000 | 13% |
| Repair/Maintenance | 47,292 | 50,800 | 45,370 | 37,700 | (13,100) | -26% | (7,670) | -17% |
| Miscellaneous | 66,471 | 91,450 | 88,360 | 92,610 | 1,160 | 1% | 4,250 | 5% |
| Intergovernmental Service | 66,694 | 70,700 | 76,700 | 70,700 | - | 0% | (6,000) | -8% |
| Equipment | 13,364 | - | - | 47,000 | 47,000 | N/A | 47,000 | N/A |
| | 3,479,393 | 3,785,470 | 3,738,990 | 4,091,740 | 306,270 | 8% | 352,750 | 9% |

| | | | | |
|-------------|---------------------------|---|----------------|--------|
| Fund: | General |  | Fund #: | 001 |
| Department: | Parks, Rec. & Cult. Svcs. | | Department #: | 64 |
| Cost Center | Administration | | Cost Center #: | 571.21 |

Function

Administration manages park and recreational needs for the City of Edmonds. The program oversees more than 62 sites, 325 acres of parkland and 60,000 square feet of program space among the Frances Anderson Center, Plaza Room, Meadowdale Community Clubhouse and Yost Pool. The staff develops long range plans for capital assets, park land acquisition, and capital development, administers county, state, and federal grants, and manages general fund budgets as well as nine special fund accounts. Administration serves as liaison to three boards and commissions as well as neighboring City, County, and school district jurisdictions.

This cost center includes the Director and one Executive Assistant, and oversees the complete planning and operations of the Parks, Recreation, and Cultural Services Department.

Budget Narrative

Salaries and benefits are for the Director and an Executive Assistant.
 Rental /Lease line is for copier rental and leased BNSF property at Marina Beach.

Major 2017 Budget Changes

Decision Package #25 added \$5,000 to 2017 costs for the student conservation association.

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|-----------------------|---------|---------|----------|---------|-----------------|-----------------|-------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Salaries | 204,956 | 211,350 | 212,570 | 219,700 | 8,350 | 4% | 7,130 | 3% |
| Benefits | 69,040 | 75,260 | 75,830 | 76,910 | 1,650 | 2% | 1,080 | 1% |
| Supplies | 5,699 | 6,500 | 6,500 | 6,500 | - | 0% | - | 0% |
| Minor Equipment | 945 | 750 | 750 | 750 | - | 0% | - | 0% |
| Professional Services | 10,987 | 78,840 | 78,840 | 43,850 | (34,990) | -44% | (34,990) | -44% |
| Communications | 951 | 600 | 600 | 600 | - | 0% | - | 0% |
| Travel | 1,105 | 1,200 | 1,200 | 1,200 | - | 0% | - | 0% |
| Rental/Lease | 7,486 | 9,500 | 9,500 | 9,500 | - | 0% | - | 0% |
| Miscellaneous | 2,513 | 4,000 | 4,000 | 4,000 | - | 0% | - | 0% |
| | 303,683 | 388,000 | 389,790 | 363,010 | (24,990) | -6% | (26,780) | -7% |



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|-------------|--------------------------------|---|----------------|--------|
| Fund: | General |  | Fund #: | 001 |
| Department: | Parks, Rec. & Cult. Svcs. | | Department #: | 64 |
| Cost Center | Recreation & Cultural Services | | Cost Center #: | 571.22 |

Function

The General Recreation & Cultural Services Program is designed to create and implement recreational and environmental education and sustainability programs along with arts, tourism, and cultural opportunities for the citizens of Edmonds. Staff supervise community recreation, adult enrichment, athletics, aquatics, wellness, outdoor recreation, urban agriculture, nature and ranger/naturalist activities and programs. 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), building supervision for the Frances Anderson Center, and provide customer service to the public.

In addition to ongoing programs, staff members develop and supervise special events throughout the year and participate in numerous community partnerships. Staff provides leadership in regional marketing of recreational activities, community youth programs, cultural tourism, economic development including streetscape enhancements, Edmonds Arts Commission programs, and activities of state recreation and arts organizations. Staff members oversee the Frances Anderson Center, Meadowdale Community Clubhouse, and six tenant leases at the Frances Anderson Center. Staff is also responsible for the park concession agreements, which includes the Yost Pool agreement with the YMCA.

Budget Narrative

The positions covered in the salaries and benefits line include the Recreation Manager, Arts & Cultural Services Program Manager, Recreation Coordinators (2.6), Environmental Education & Sustainability Coordinator, Senior Office Specialists (3), 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 the class revenue out of the professional services line.

The CRAZE (the City’s recreation guide) is published three times a year in collaboration with the City of Mountlake Terrace. This publication is paid for from communications (postage for mailing), professional services (design) and miscellaneous (printing).

Major 2017 Budget Changes

The increase to Interfund Rental is due to the reorganization of the Technology Services group. Previously, costs to pay for Information Technology (IT) were budgeted as part of the Administrative Services Division; beginning in 2017 IT costs will be budgeted in a new Internal Services Fund titled Technology Services Fund 512. Through the Interfund Rental account, each City Fund or Department will be billed for the IT services provided to them.

Decision Package #26 added \$8,550 to 2017 costs for the Parks Department reorganization.

Staff recommended change #2 added \$300 due to Initiative 1433 – Minimum Wage Increase

| | | | | |
|-------------|--------------------------------|---|----------------|--------|
| Fund: | General |  | Fund #: | 001 |
| Department: | Parks, Rec. & Cult. Svcs. | | Department #: | 64 |
| Cost Center | Recreation & Cultural Services | | Cost Center #: | 571.22 |

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|-----------------------|-----------|-----------|-----------|-----------|-----------------|-----------------|-------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Salaries | 594,298 | 599,900 | 604,530 | 629,950 | 30,050 | 5% | 25,420 | 4% |
| Benefits | 222,942 | 238,710 | 215,180 | 225,570 | (13,140) | -6% | 10,390 | 5% |
| Supplies | 6,644 | 7,500 | 6,000 | 7,500 | - | 0% | 1,500 | 25% |
| Minor Equipment | 2,118 | 5,830 | 5,830 | - | (5,830) | -100% | (5,830) | -100% |
| Professional Services | 261,647 | 293,850 | 307,990 | 345,740 | 51,890 | 18% | 37,750 | 12% |
| Communications | 22,123 | 22,150 | 21,000 | 22,150 | - | 0% | 1,150 | 5% |
| Travel | - | 1,600 | 1,600 | 1,600 | - | 0% | - | 0% |
| Rental/Lease | - | - | 390 | 600 | 600 | N/A | 210 | 54% |
| Interfund Rental | 5,784 | 6,300 | 6,300 | 90,910 | 84,610 | 1343% | 84,610 | 1343% |
| Repair/Maintenance | 11,826 | 13,100 | 11,750 | - | (13,100) | -100% | (11,750) | -100% |
| Miscellaneous | 56,108 | 78,220 | 78,220 | 79,780 | 1,560 | 2% | 1,560 | 2% |
| | 1,183,489 | 1,267,160 | 1,258,790 | 1,403,800 | 136,640 | 11% | 145,010 | 12% |

| | | | | |
|-------------|---------------------------|---|----------------|--------|
| Fund: | General |  | Fund #: | 001 |
| Department: | Parks, Rec. & Cult. Svcs. | | Department #: | 64 |
| Cost Center | Discovery Programs | | Cost Center #: | 571.23 |

Function

Discovery Programs provide interpretive and environmental education opportunities for citizens, school-age children, and visitors to our parks and beaches; and promote stewardship of Puget Sound, its shoreline, and the surrounding watershed. The above are accomplished in a variety of ways including:

- Ranger-Naturalist classroom visits and beach walks
- Discover the Forest at Yost Park for schools and youth groups
- Nature day camps and programs
- Public beach cleanups, low-tide beach walks, and Moonlight Beach Adventure
- Ranger-Naturalist daily beach patrol Memorial Day through Labor Day
- Olympic Beach Visitor Station and Volunteer Beach Docents
- Watershed Fun Fair
- Puget Sound Bird Fest in collaboration with the Economic Development Department
- Discovery Programs informational website
- Watershed education for community college and stewardship groups

Budget Narrative

Salaries and benefits in this cost center cover the Interpretive Specialist and seasonal Ranger-Naturalists.

Major 2017 Budget Changes

Staff recommended change #2 added \$390 due to Initiative 1433 – Minimum Wage Increase

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|-----------------------|--------|--------|----------|--------|-----------------|-----------------|-------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Salaries | 45,129 | 48,100 | 48,100 | 49,640 | 1,540 | 3% | 1,540 | 3% |
| Benefits | 9,534 | 7,300 | 7,300 | 6,190 | (1,110) | -15% | (1,110) | -15% |
| Uniforms | 538 | 630 | 630 | 680 | 50 | 8% | 50 | 8% |
| Supplies | 1,199 | 1,260 | 1,260 | 1,300 | 40 | 3% | 40 | 3% |
| Professional Services | 393 | 1,000 | 900 | 1,000 | - | 0% | 100 | 11% |
| Communications | 1,002 | 1,020 | 870 | 800 | (220) | -22% | (70) | -8% |
| Travel | 604 | 700 | 700 | 720 | 20 | 3% | 20 | 3% |
| Miscellaneous | 37 | 100 | 10 | 100 | - | 0% | 90 | 900% |
| | 58,436 | 60,110 | 59,770 | 60,430 | 320 | 1% | 660 | 1% |

| | | | | |
|-------------|---------------------------|---|----------------|--------|
| Fund: | General |  | Fund #: | 001 |
| Department: | Parks, Rec. & Cult. Svcs. | | Department #: | 64 |
| Cost Center | Aquatics | | Cost Center #: | 571.24 |

Budget Narrative

Yost Pool is a summer only, outdoor pool. The City partners with the YMCA for the day-to-day operation of Yost Pool through a Recreation User Agreement approved annually by City Council.

Major 2017 Budget Changes

None

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|---------------|--------|--------|----------|--------|-----------------|-----------------|-------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Miscellaneous | 332 | 400 | - | - | (400) | -100% | N/A | N/A |
| | 332 | 400 | - | - | (400) | -100% | N/A | N/A |

| | | | | |
|-------------|---------------------------|---|----------------|--------|
| Fund: | General |  | Fund #: | 001 |
| Department: | Parks, Rec. & Cult. Svcs. | | Department #: | 64 |
| Cost Center | Athletics | | Cost Center #: | 571.25 |

Function

Adult leagues include basketball, softball, volleyball and pickleball. Tennis is offered in the summer for youth and adults. Youth programs include, but are not limited to soccer instruction and summer sports camps. The Athletic Program is responsible for managing and scheduling the City’s thirteen ballfields throughout the year.

Budget Narrative

The salaries and benefits cover the tennis instructor. Professional services include athletic league officials, contracted field attendants, gym monitors and contracted instructors. The rental/lease line covers the rental of Seaview Gymnasium at Edmonds Community College for volleyball.

Major 2017 Budget Changes

None

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|-----------------------|--------|--------|----------|--------|-----------------|-----------------|-------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Salaries | 1,829 | 2,850 | 2,620 | 2,890 | 40 | 1% | 270 | 10% |
| Benefits | 294 | 940 | 1,410 | 220 | (720) | -77% | (1,190) | -84% |
| Supplies | 4,419 | 10,000 | 9,000 | 10,000 | - | 0% | 1,000 | 11% |
| Professional Services | 53,695 | 65,000 | 58,000 | 65,000 | - | 0% | 7,000 | 12% |
| Rental/Lease | 10,030 | 16,290 | 16,260 | 16,290 | - | 0% | 30 | 0% |
| Miscellaneous | 1,015 | 2,800 | 1,130 | 2,800 | - | 0% | 1,670 | 148% |
| | 71,282 | 97,880 | 88,420 | 97,200 | (680) | -1% | 8,780 | 10% |

| | | | | |
|-------------|---------------------------|---|----------------|--------|
| Fund: | General |  | Fund #: | 001 |
| Department: | Parks, Rec. & Cult. Svcs. | | Department #: | 64 |
| Cost Center | Day Camps | | Cost Center #: | 571.26 |

Function

Camp Goodtime (ages 3.5-5) provides a safe and fun traditional summer camp experience for preschool age children. It offers socially enriching experiences.

Budget Narrative

The salaries and benefits cover the Camp Goodtime supervisor and assistants.

Major 2017 Budget Changes

Staff recommended change #2 added \$240 due to Initiative 1433 – Minimum Wage Increase

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|-----------------------|--------|--------|----------|--------|-----------------|-----------------|-------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Salaries | 5,374 | 8,220 | 7,230 | 7,320 | (900) | -11% | 90 | 1% |
| Benefits | 966 | 1,530 | 3,210 | 550 | (980) | -64% | (2,660) | -83% |
| Supplies | 399 | 800 | 450 | 600 | (200) | -25% | 150 | 33% |
| Professional Services | 476 | - | - | - | N/A | N/A | N/A | N/A |
| | 7,215 | 10,550 | 10,890 | 8,470 | (2,080) | -20% | (2,420) | -22% |

| | | | | |
|-------------|---------------------------|---|----------------|--------|
| Fund: | General |  | Fund #: | 001 |
| Department: | Parks, Rec. & Cult. Svcs. | | 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.

Budget Narrative

The salaries and benefits cover one Yoga instructor. The professional services line covers all other contracted fitness instructors. All payments to fitness instructors are based on a percentage of the revenue collected for the class.

Major 2017 Budget Changes

None

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|-----------------------|--------|--------|----------|--------|-----------------|-----------------|-------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Salaries | 11,482 | 16,000 | 13,650 | 13,920 | (2,080) | -13% | 270 | 2% |
| Benefits | 169 | 770 | 420 | - | (770) | -100% | (420) | -100% |
| L & I | 122 | - | - | - | N/A | N/A | N/A | N/A |
| Supplies | 162 | 300 | 300 | 350 | 50 | 17% | 50 | 17% |
| Professional Services | 47,083 | 48,000 | 43,000 | 48,000 | - | 0% | 5,000 | 12% |
| Repairs & Maintenance | 425 | 1,500 | 920 | 1,500 | - | 0% | 580 | 63% |
| | 59,442 | 66,570 | 58,290 | 63,770 | (2,800) | -4% | 5,480 | 9% |

| | | | | |
|-------------|---------------------------|---|----------------|--------|
| Fund: | General |  | Fund #: | 001 |
| Department: | Parks, Rec. & Cult. Svcs. | | Department #: | 64 |
| Cost Center | Gymnastics | | Cost Center #: | 571.28 |

Function

All classes in this 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, fun, and fit environment. Our gymnastics team competes locally throughout the gymnastics season. Birthday parties, play zones and camps round out the comprehensive recreational gymnastics and youth fitness programs.

Budget Narrative

The salaries and benefits are for the supervisor (.6) and the part-time gymnastics instructors and assistants. The miscellaneous line covers USA Gymnastics affiliation. The minor equipment line covers replacement mats/equipment.

Major 2017 Budget Changes

Staff recommended change #2 added \$3,070 due to Initiative 1433 – Minimum Wage Increase

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|-----------------------|---------|---------|----------|---------|-----------------|-----------------|-------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Salaries | 90,471 | 109,960 | 100,630 | 117,380 | 7,420 | 7% | 16,750 | 17% |
| Benefits | 25,892 | 33,210 | 31,830 | 33,870 | 660 | 2% | 2,040 | 6% |
| Supplies | 3,478 | 4,900 | 4,500 | 4,900 | - | 0% | 400 | 9% |
| Minor Equipment | 4,674 | 2,000 | 2,000 | 2,000 | - | 0% | - | 0% |
| Professional Services | 393 | 800 | 400 | 800 | - | 0% | 400 | 100% |
| Rental/Lease | 167 | 170 | 140 | 170 | - | 0% | 30 | 21% |
| Repair/Maintenance | - | 500 | - | 500 | - | 0% | 500 | N/A |
| Miscellaneous | - | 300 | - | 300 | - | 0% | 300 | N/A |
| | 125,074 | 151,840 | 139,500 | 159,920 | 8,080 | 5% | 20,420 | 15% |

| | | | | |
|-------------|---------------------------|---|----------------|--------|
| Fund: | General |  | Fund #: | 001 |
| Department: | Parks, Rec. & Cult. Svcs. | | Department #: | 64 |
| Cost Center | Meadowdale Preschool | | Cost Center #: | 571.29 |

Function

The Meadowdale Preschool Program was established in 1991 to meet the needs for a preschool in the north Edmonds area and to better utilize the space at the Meadowdale Community Clubhouse. Meadowdale Preschool is a developmentally appropriate preschool program focusing on activities to 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 Preschool Director and one assistant.

Major 2017 Budget Changes

None

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|-----------------------|--------|--------|----------|--------|-----------------|-----------------|-------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Salaries | 24,584 | 30,220 | 27,450 | 31,330 | 1,110 | 4% | 3,880 | 14% |
| Benefits | 3,641 | 5,370 | 4,570 | 4,920 | (450) | -8% | 350 | 8% |
| Supplies | 1,447 | 1,500 | 1,450 | 1,500 | - | 0% | 50 | 3% |
| Professional Services | 206 | 720 | 160 | 720 | - | 0% | 560 | 350% |
| Communications | 1,139 | 1,080 | 1,010 | 1,080 | - | 0% | 70 | 7% |
| Travel | - | 10 | - | 10 | - | 0% | 10 | N/A |
| Miscellaneous | 217 | 50 | - | 50 | - | 0% | 50 | N/A |
| | 31,234 | 38,950 | 34,640 | 39,610 | 660 | 2% | 4,970 | 14% |



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|-------------|---------------------------|---|----------------|--------|
| Fund: | General |  | Fund #: | 001 |
| Department: | Parks, Rec. & Cult. Svcs. | | 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 62 parks and gateway entrances maintained on a regular basis. On a daily basis, Parks Maintenance maintains six waterfront beach parks, a fishing pier, and 31 neighborhood parks. Maintenance includes trash, litter and City restroom upkeep along with maintaining all City owned landscapes. Parks maintains Yost Pool and New City Park Spray Park from May thru September, a key asset for this community.

The Park Maintenance division is responsible for preserving and upgrading all playground structures and equipment as needed. The Parks Maintenance crew maintains the Street Tree program which is beneficial to the downtown area. They are responsible for maintaining all City owned baseball and soccer fields along with two Edmonds School District fields. The City entered into a partnership with the Edmonds School District allowing the City to utilize the two fields at Edmonds Elementary and Madrona Elementary schools in order to keep up with the demand of organized youth sports. Parks also assists with numerous City events such as the 4th of July, Taste of Edmonds, Arts Festival, Wenatchee Youth Circus, Concerts in the Park, Anderson Center Easter Egg Hunt, Downtown Christmas Tree Lighting and many more small events.

Budget Narrative

- Salaries/Benefits: Parks Maintenance Department consists of 11 full time positions; the Park Maintenance Manager, Parks Maintenance Lead Man, Parks Maintenance Mechanic, Senior Parks Maintenance Worker (6), and a Parks Maintenance Workers
- Supplies: Soil, sand, infield mix, fertilizers, herbicides, metal/rebar, mower parts, shop tools, lumber, trash liners, safety equipment, cleaning and miscellaneous supplies.
- Rental Lease: Chemical toilets, power equipment, tool lease and equipment rental.
- Public Utility: Includes water, gas, electricity, fuel, oil and dump fees.
- Repair Maintenance: Outside repair service, tree/stump removal, equipment and Marina Beach Pier. There will be an increase in tree removal due to the age of trees throughout our park system.
- Intergovernmental Services: Meadowdale complex and Lynndale Skateboard Park maintenance fees. Permit fees for Yost Pool.
- Interfund Rental: Annual rate for twelve trucks, three tractors, two trailers and shared cost with Public Works Department of bucket truck and wood chipper.

| | | | | |
|-------------|---------------------------|---|----------------|--------------|
| Fund: | General |  | Fund #: | 001 |
| Department: | Parks, Rec. & Cult. Svcs. | | Department #: | 64 |
| Cost Center | Parks Maintenance | | Cost Center #: | 576.80 & 594 |

Major 2017 Budget Changes:

Decision package #27 added \$130,170 to 2017 costs for one new FTE employee. The costs include a one-time purchase of a new vehicle.

Decision package #28 added \$15,000 to 2017 costs for portable toilet rentals.

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|-----------------------|-----------|-----------|-----------|-----------|-----------------|-----------------|-------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Salaries | 707,375 | 771,620 | 754,170 | 852,050 | 80,430 | 10% | 97,880 | 13% |
| Overtime | 10,634 | 10,000 | 10,000 | 10,000 | - | 0% | - | 0% |
| Benefits | 292,215 | 326,770 | 351,060 | 373,960 | 47,190 | 14% | 22,900 | 7% |
| Uniforms | 5,576 | 4,740 | 4,740 | 5,120 | 380 | 8% | 380 | 8% |
| Supplies | 86,518 | 91,610 | 92,680 | 80,680 | (10,930) | -12% | (12,000) | -13% |
| Minor Equipment | 4,888 | - | - | - | N/A | N/A | N/A | N/A |
| Professional Services | 16,389 | 26,130 | 23,430 | 26,130 | - | 0% | 2,700 | 12% |
| Communications | 2,048 | 5,290 | 3,790 | 5,290 | - | 0% | 1,500 | 40% |
| Travel | - | 940 | 500 | 940 | - | 0% | 440 | 88% |
| Rental/Lease | 59,920 | 35,000 | 50,000 | 50,000 | 15,000 | 43% | - | 0% |
| Interfund Rental | 102,456 | 96,600 | 96,600 | 112,460 | 15,860 | 16% | 15,860 | 16% |
| Public Utility | 194,336 | 175,000 | 155,000 | 175,000 | - | 0% | 20,000 | 13% |
| Repair/Maintenance | 35,041 | 35,700 | 32,700 | 35,700 | - | 0% | 3,000 | 9% |
| Miscellaneous | 6,249 | 5,580 | 5,000 | 5,580 | - | 0% | 580 | 12% |
| Intergovt Services | 66,694 | 70,700 | 76,700 | 70,700 | - | 0% | (6,000) | -8% |
| Equipment | 13,364 | - | - | 47,000 | 47,000 | N/A | 47,000 | N/A |
| | 1,603,700 | 1,655,680 | 1,656,370 | 1,850,610 | 194,930 | 12% | 194,240 | 12% |

| | | | | |
|-------------|---------------------------|---|----------------|--------|
| Fund: | General |  | Fund #: | 001 |
| Department: | Parks, Rec. & Cult. Svcs. | | Department #: | 64 |
| Cost Center | Flower Program | | Cost Center #: | 576.81 |

Function

The Flower Program is designed to enhance the aesthetic appeal of the City. The benefit of the program is the beauty it brings to the community as well as tourism, which directly benefits the City as well as citizens and downtown merchants.

The Flower Program employees plant 25,000 plants annually. Staff maintains 183 individual flower beds in 41 locations throughout the City and 138 flower baskets. On various planting days, volunteers from the Floretum Garden Club assist parks employees in planting flower baskets and other areas in downtown area.

Budget Narrative

Supplies Fertilizers, herbicides, seeds, plants, irrigation parts, miscellaneous supplies and utensils.

Interfund Rental Annual rental of shared cost with Public Works of water wagon unit 68.

Major 2017 Budget Changes

None

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|------------------|--------|--------|----------|--------|-----------------|-----------------|-------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Salaries | 17,881 | 31,870 | 25,160 | 34,110 | 2,240 | 7% | 8,950 | 36% |
| Benefits | 3,260 | 5,450 | 6,360 | 2,620 | (2,830) | -52% | (3,740) | -59% |
| Supplies | 3,745 | 4,060 | 4,060 | 4,060 | - | 0% | - | 0% |
| Minor Equipment | - | 500 | 500 | 500 | - | 0% | - | 0% |
| Interfund Rental | 10,620 | 6,450 | 6,450 | 3,630 | (2,820) | -44% | (2,820) | -44% |
| | 35,505 | 48,330 | 42,530 | 44,920 | (3,410) | -7% | 2,390 | 6% |



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|-------------|---------------------------|---|----------------|-----|
| Fund: | Municipal Arts |  | Fund #: | 117 |
| Department: | Parks, Rec. & Cult. Svcs. | | 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 (reviewed annually). 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.” The Arts & Culture Manager and Senior Office Specialist (Arts Assistant) salaries are part of the Recreation and Cultural Services cost center. 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 through the CRAZE and other advertising opportunities.

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 (approximately \$42,000)
- Concerts in the Parks Series at City Park and Hazel Miller Plaza
- Rotating Visual art exhibits in Edmonds Library, Frances Anderson Center and City Hall
- Public Art program – acquisition, display, maintenance and promotion of City Art Collection
- Partnership events and programs in performing, literary and visual arts
- Quarterly Arts Bulletin email newsletter to publicize arts events and website updates
- Economic development and cultural tourism promotion through participation in capital projects such as streetscape improvements, gateways & wayfinding signage
- Cultural destination marketing for WOTS and other programs through websites and advertising
- Community Cultural Planning and meetings for Plan implementation.

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 2017 projects include both temporary installations and permanent artworks: Edmonds Library exterior entry area, additional flower pole art elements, potential gateway projects and temporary installations. 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 for periodic opportunities for literary arts related education projects in collaboration with the Edmonds School District and arts organizations.

Major 2017 Budget Changes

Funding for the Library site public art project was originally budgeted in 2016 but due to delays has been moved to 2017. In order to create an adequate budget for this significant project, funding was designated from ending cash in the 117 100 in addition to monies in the 117 200 percent for art funds. Additional private donations are anticipated in 2017. Donations from local nonprofits continue to be important contributions to a variety of public art projects.

| | | | | |
|-------------|---------------------------|---|----------------|-----|
| Fund: | Municipal Arts |  | Fund #: | 117 |
| Department: | Parks, Rec. & Cult. Svcs. | | Department #: | 64 |
| Cost Center | Total Fund | | Cost Center #: | N/A |

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change 17-16 Budget | % Change 17-16 Budget | \$ Change 17-16 Estimate | % Change 17-16 Estimate |
|---------------------------|----------------|----------------|------------------|----------------|------------------------------|-----------------------------|--------------------------------|-------------------------------|
| Program 100 | | | | | | | | |
| Beginning Balance | 345,279 | 369,890 | 369,890 | 388,410 | 18,520 | 5% | 18,520 | 5% |
| <u>Revenue</u> | | | | | | | | |
| Resale Items | 281 | 300 | 300 | 300 | - | 0% | - | 0% |
| Community Events | 44,679 | 42,500 | 42,500 | 44,500 | 2,000 | 5% | 2,000 | 5% |
| Investment Interest | 2,900 | 1,500 | 2,500 | 2,500 | 1,000 | 67% | - | 0% |
| Contributions | 14,050 | 14,000 | 13,600 | 13,600 | (400) | -3% | - | 0% |
| Interfund Transfer In | 19,000 | 19,000 | 19,000 | 19,000 | - | 0% | - | 0% |
| Total Revenues | 80,911 | 77,300 | 77,900 | 79,900 | 2,600 | 3% | 2,000 | 3% |
| <u>Expenditure</u> | | | | | | | | |
| Supplies | 3,202 | 4,200 | 4,200 | 4,500 | 300 | 7% | 300 | 7% |
| Small Equipment | 815 | 1,500 | 1,500 | 1,700 | 200 | 13% | 200 | 13% |
| Professional Services | 49,023 | 87,500 | 47,500 | 87,500 | - | 0% | 40,000 | 84% |
| Travel | 12 | 80 | 80 | 80 | - | 0% | - | 0% |
| Rental / Lease | - | 2,000 | 1,000 | 2,000 | - | 0% | 1,000 | 100% |
| Repair and Maint. | 140 | 300 | 300 | 300 | - | 0% | - | 0% |
| Miscellaneous | 3,106 | 4,800 | 4,800 | 4,800 | - | 0% | - | 0% |
| Total Expenditures | 56,299 | 100,380 | 59,380 | 100,880 | 500 | 0% | 41,500 | 70% |
| Ending Balance | 369,891 | 346,810 | 388,410 | 367,430 | 20,620 | 6% | (20,980) | -5% |

| | | | | |
|-------------|---------------------------|---|----------------|-----|
| Fund: | Municipal Arts |  | Fund #: | 117 |
| Department: | Parks, Rec. & Cult. Svcs. | | Department #: | 64 |
| Cost Center | Total Fund | | Cost Center #: | N/A |

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change 17-16 Budget | % Change 17-16 Budget | \$ Change 17-16 Estimate | % Change 17-16 Estimate |
|---------------------------|----------------|----------------|------------------|----------------|------------------------------|-----------------------------|--------------------------------|-------------------------------|
| Program 200 | | | | | | | | |
| Beginning Balance | 86,733 | 89,920 | 89,920 | 88,220 | (1,700) | -2% | (1,700) | -2% |
| <u>Revenue</u> | | | | | | | | |
| Investment Interest | 750 | 400 | 600 | 400 | - | 0% | (200) | -33% |
| Contributions | 16,536 | 11,500 | 1,060 | 35,000 | 23,500 | 204% | 33,940 | 3202% |
| Interfund Transfer | 12,101 | 17,280 | 18,640 | 21,820 | 4,540 | 26% | 3,180 | 17% |
| Total Revenues | 29,387 | 29,180 | 20,300 | 57,220 | 28,040 | 96% | 36,920 | 182% |
| <u>Expenditure</u> | | | | | | | | |
| Supplies | - | 200 | 200 | 200 | - | 0% | - | 0% |
| Professional Services | 26,205 | 78,000 | 20,000 | 78,000 | - | 0% | 58,000 | 290% |
| Miscellaneous | - | 1,800 | 1,800 | 1,800 | - | 0% | - | 0% |
| Total Expenditures | 26,205 | 80,000 | 22,000 | 80,000 | - | 0% | 58,000 | 264% |
| Ending Balance | 89,915 | 39,100 | 88,220 | 65,440 | 26,340 | 67% | (22,780) | -26% |
| Program 300 | | | | | | | | |
| Beginning Balance | 8,594 | 8,660 | 8,660 | 7,740 | (920) | -11% | (920) | -11% |
| <u>Revenue</u> | | | | | | | | |
| Investment Interest | 71 | 30 | 80 | 80 | 50 | 167% | - | 0% |
| Total Revenues | 71 | 30 | 80 | 80 | 50 | 167% | - | 0% |
| <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 | 8,665 | 7,690 | 7,740 | 6,820 | (870) | -11% | (920) | -12% |

| | | | | |
|-------------|---------------------------|---|----------------|-----|
| Fund: | Memorial Street Tree |  | Fund #: | 118 |
| Department: | Parks, Rec. & Cult. Svcs. | | Department #: | 64 |
| Cost Center | Total Fund | | Cost Center #: | N/A |

Function

The Memorial Tree Fund was established by Ordinance No. 2396 for the deposit of voluntary contributions to enhance the appearance of Edmonds’ city streets by planting street trees in conformance with the Edmonds Street Tree Plan.

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change | % Change | \$ Change | % Change |
|--------------------------|----------------|----------------|------------------|----------------|-----------------|-----------------|-------------------|-------------------|
| | | | | | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Beginning Balance | 17,772 | 17,920 | 17,920 | 18,030 | 110 | 1% | 110 | 1% |
| <u>Revenue</u> | | | | | | | | |
| Investment Interest | 147 | 110 | 110 | 110 | - | 0% | - | 0% |
| Total Revenue | 147 | 110 | 110 | 110 | - | 0% | - | 0% |
| <u>Expenditure</u> | | | | | | | | |
| Total Expenditure | - | - | - | - | N/A | N/A | N/A | N/A |
| Ending Balance | 17,919 | 18,030 | 18,030 | 18,140 | 110 | 1% | 110 | 1% |

| | | | | |
|-------------|---------------------------|---|----------------|-----|
| Fund: | Youth Scholarship |  | Fund #: | 122 |
| Department: | Parks, Rec. & Cult. Svcs. | | 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 and cultural activities/programs because of financial hardships. The main revenue sources are donations from individuals, groups, special events and gifts.

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change 17-16 Budget | % Change 17-16 Budget | \$ Change 17-16 Estimate | % Change 17-16 Estimate |
|---------------------------|----------------|----------------|------------------|----------------|------------------------------|-----------------------------|--------------------------------|-------------------------------|
| Beginning Balance | 14,452 | 15,470 | 15,470 | 15,720 | 250 | 2% | 250 | 2% |
| <u>Revenue</u> | | | | | | | | |
| Investment Interest | 115 | 90 | 100 | 100 | 10 | 11% | - | 0% |
| Contributions | 2,839 | 5,460 | 1,510 | 1,700 | (3,760) | -69% | 190 | 13% |
| Total Revenues | 2,954 | 5,550 | 1,610 | 1,800 | (3,750) | -68% | 190 | 12% |
| <u>Expenditures</u> | | | | | | | | |
| Miscellaneous | 1,937 | 3,000 | 1,360 | 2,000 | (1,000) | -33% | 640 | 47% |
| Total Expenditures | 1,937 | 3,000 | 1,360 | 2,000 | (1,000) | -33% | 640 | 47% |
| Ending Balance | 15,468 | 18,020 | 15,720 | 15,520 | (2,500) | -14% | (200) | -1% |

| | | | | |
|-------------|----------------------------|---|----------------|-----|
| Fund: | Tourism Promotional / Arts |  | Fund #: | 123 |
| Department: | Parks, Rec. & Cult. Svcs. | | 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 monies received from the motel/hotel excise tax are to be held in the Tourism Promotion Fund. 2017 revenues are projected at \$30,000. The 123 ending cash balance includes revenues from sales of tourism posters produced between 1995 and 2004 that continue to be sold. 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 Department to promote economic development through cultural tourism
- Advertising/promotion for Write on the Sound Writers’ Conference, a nationally recognized 3 day event that brings overnight visitors
- EAC Tourism Promotion Award program – annually recommends to the Lodging Tax Advisory Committee awards reimbursement contracts to local organizations promoting cultural arts activities that attract visitors to Edmonds. A maximum of \$2,000 is awarded per promotion project.

All 123 Fund expenditures are recommendations approved by LTAC as recommendations to City Council for the 2017 budget.

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change | % Change | \$ Change | % Change |
|---------------------------|----------------|----------------|------------------|----------------|-----------------|-----------------|-------------------|-------------------|
| | | | | | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Beginning Balance | 77,645 | 84,570 | 84,570 | 80,770 | (3,800) | -4% | (3,800) | -4% |
| <u>Revenue</u> | | | | | | | | |
| 25% Hotel/Motel Tax* | 26,720 | 27,250 | 27,250 | 30,000 | 2,750 | 10% | 2,750 | 10% |
| Sale Maps & Books | 55 | 30 | 30 | 30 | - | 0% | - | 0% |
| Investment Interest | 651 | 250 | 420 | 420 | 170 | 68% | - | 0% |
| Total Revenues | 27,426 | 27,530 | 27,700 | 30,450 | 2,920 | 11% | 2,750 | 10% |
| <u>Expenditures</u> | | | | | | | | |
| Professional Services | 18,846 | 48,300 | 28,300 | 30,200 | (18,100) | -37% | 1,900 | 7% |
| Miscellaneous | 1,658 | 3,200 | 3,200 | 4,500 | 1,300 | 41% | 1,300 | 41% |
| Total Expenditures | 20,503 | 51,500 | 31,500 | 34,700 | (16,800) | -33% | 3,200 | 10% |
| Ending Balance | 84,568 | 60,600 | 80,770 | 76,520 | 15,920 | 26% | (4,250) | -5% |

Note:

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

| | | | | |
|-------------|---------------------------|---|----------------|-----|
| Fund: | Gifts Catalog |  | Fund #: | 127 |
| Department: | Parks, Rec. & Cult. Svcs. | | Department #: | 64 |
| Cost Center | Total Fund | | Cost Center #: | N/A |

Parks and Recreation 000

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

In 2012, the City started the Adopt-A-Flower Basket program, and in 2013 the City added the Adopt-A-Corner Park program. Proceeds from these programs continue to help offset the cost of the flower program.

Art Museum/Memorial Building 100

This fund was established 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.”

Public Art Donations 200

This fund 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 and temporary art projects. Revenue is from contributions and interest. Contributions may be considered tax deductible if for “exclusive public purposes.” Expenditures include artwork enhancements for flower basket poles and temporary art projects.

| | | | | |
|-------------|---------------------------|---|----------------|-----|
| Fund: | Gifts Catalog |  | Fund #: | 127 |
| Department: | Parks, Rec. & Cult. Svcs. | | Department #: | 64 |
| Cost Center | Total Fund | | Cost Center #: | N/A |

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change 17-16 Budget | % Change 17-16 Budget | \$ Change 17-16 Estimate | % Change 17-16 Estimate |
|------------------------------|----------------|----------------|------------------|----------------|------------------------------|-----------------------------|--------------------------------|-------------------------------|
| Beginning Balance-000 | 175,325 | 185,470 | 185,470 | 178,390 | (7,080) | -4% | (7,080) | -4% |
| <u>Revenue</u> | | | | | | | | |
| Investment Interest | 1,443 | 720 | 1,220 | 1,250 | 530 | 74% | 30 | 2% |
| Contributions | 43,780 | 41,900 | 27,740 | 42,800 | 900 | 2% | 15,060 | 54% |
| Total Revenues | 45,223 | 42,620 | 28,960 | 44,050 | 1,430 | 3% | 15,090 | 52% |
| <u>Expenditure</u> | | | | | | | | |
| Supplies | 10,905 | 13,110 | 3,900 | 17,820 | 4,710 | 36% | 13,920 | 357% |
| Professional Services | 2,000 | - | 6,300 | - | N/A | N/A | (6,300) | -100% |
| Interfund Transfer Out | 22,175 | 25,840 | 25,840 | 26,300 | 460 | 2% | 460 | 2% |
| Total Expenditures | 35,080 | 38,950 | 36,040 | 44,120 | 5,170 | 13% | 8,080 | 22% |
| Ending Balance-000 | 185,468 | 189,140 | 178,390 | 178,320 | (10,820) | -6% | (70) | 0% |
| Beginning Balance-100 | 64,729 | 65,210 | 65,210 | 65,460 | 250 | 0% | 250 | 0% |
| <u>Revenue</u> | | | | | | | | |
| Investment Interest | 484 | 250 | 250 | 250 | - | 0% | - | 0% |
| Total Revenues | 484 | 250 | 250 | 250 | - | 0% | - | 0% |
| <u>Expenditure</u> | | | | | | | | |
| Total Expenditures | - | - | - | - | N/A | N/A | N/A | N/A |
| Ending Balance-100 | 65,213 | 65,460 | 65,460 | 65,710 | 250 | 0% | 250 | 0% |
| Beginning Balance-200 | 7,833 | 15,240 | 15,240 | 13,330 | (1,910) | -13% | (1,910) | -13% |
| <u>Revenue</u> | | | | | | | | |
| Investment Interest | 99 | 30 | 90 | 90 | 60 | 200% | - | 0% |
| Contributions | 8,000 | 4,000 | 4,000 | 6,000 | 2,000 | 50% | 2,000 | 50% |
| Total Revenues | 8,099 | 4,030 | 4,090 | 6,090 | 2,060 | 51% | 2,000 | 49% |
| <u>Expenditure</u> | | | | | | | | |
| Professional Services | 688 | 6,000 | 6,000 | 6,500 | 500 | 8% | 500 | 8% |
| Miscellaneous | - | - | - | 600 | 600 | N/A | 600 | N/A |
| Total Expenditures | 688 | 6,000 | 6,000 | 7,100 | 1,100 | 18% | 1,100 | 18% |
| Ending Balance-200 | 15,243 | 13,270 | 13,330 | 12,320 | (950) | -7% | (1,010) | -8% |

| | | | | |
|-------------|--------------------------------------|---|----------------|-----|
| Fund: | Cemetery Maintenance/ Improvement |  | Fund #: | 130 |
| Department: | Parks, Rec. & Cult. Svcs. | | Department #: | 64 |
| Cost Center | Total Fund | | Cost Center #: | N/A |

Function

The Cemetery Improvement Fund was established by Ordinance No. 2306. The purpose of this fund is to provide for the day-to-day operations of the municipal cemetery under the direction of the Cemetery Board as reviewed and approved by the City Council. Ninety percent of revenue from lot sales, burial fees and donations are designated to this fund. The cemetery is maintained by one FTE year around which includes landscape maintenance along burials and selling of graves and columbarium niches. Edmonds Memorial Cemetery & Columbarium is a very important asset for the City of Edmonds.

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change 17-16 Budget | % Change 17-16 Budget | \$ Change 17-16 Estimate | % Change 17-16 Estimate |
|---------------------------|----------------|----------------|------------------|----------------|------------------------------|-----------------------------|--------------------------------|-------------------------------|
| Beginning Balance | 108,243 | 137,260 | 137,260 | 145,680 | 8,420 | 6% | 8,420 | 6% |
| <u>Revenue</u> | | | | | | | | |
| Resale Items/Taxable | 25,673 | 27,000 | 27,000 | 27,000 | - | 0% | - | 0% |
| Cemetery Grave Sales | 121,100 | 109,620 | 109,620 | 109,620 | - | 0% | - | 0% |
| Investment Interest | 1,013 | 640 | 1,200 | 1,200 | 560 | 88% | - | 0% |
| Interfund Transfer | 40,000 | 40,000 | 40,000 | 40,000 | - | 0% | - | 0% |
| Total Revenue | 187,786 | 177,260 | 177,820 | 177,820 | 560 | 0% | - | 0% |
| <u>Expenditures</u> | | | | | | | | |
| Salaries and Wages | 81,387 | 108,410 | 84,930 | 124,410 | 16,000 | 15% | 39,480 | 46% |
| Overtime | 2,535 | 3,500 | 2,500 | 3,500 | - | 0% | 1,000 | 40% |
| Benefits | 34,398 | 44,500 | 36,320 | 35,910 | (8,590) | -19% | (410) | -1% |
| Uniforms | 197 | 1,000 | - | 1,000 | - | 0% | 1,000 | N/A |
| Supplies | 4,486 | 7,000 | 5,000 | 7,000 | - | 0% | 2,000 | 40% |
| Resale Items | 13,123 | 20,000 | 18,000 | 20,000 | - | 0% | 2,000 | 11% |
| Professional Services | 7,375 | 4,200 | 3,700 | 4,200 | - | 0% | 500 | 14% |
| Communications | 1,225 | 1,410 | 1,100 | 1,410 | - | 0% | 310 | 28% |
| Travel | - | 500 | - | 500 | - | 0% | 500 | N/A |
| Utilities | 733 | 3,800 | 2,800 | 3,800 | - | 0% | 1,000 | 36% |
| Repairs and Maintenanc | - | 500 | 500 | 500 | - | 0% | - | 0% |
| Miscellaneous | 3,331 | 4,000 | 3,000 | 4,000 | - | 0% | 1,000 | 33% |
| Interfund Rental | 9,984 | 11,550 | 11,550 | 10,790 | (760) | -7% | (760) | -7% |
| Total Expenditures | 158,773 | 210,370 | 169,400 | 217,020 | 6,650 | 3% | 47,620 | 28% |
| Ending Balance | 137,256 | 104,150 | 145,680 | 106,480 | 2,330 | 2% | (39,200) | -27% |



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| | | | | |
|-------------|---------------------------|---|----------------|-----|
| Fund: | Parks Trust |  | Fund #: | 136 |
| Department: | Parks, Rec. & Cult. Svcs. | | Department #: | 64 |
| Cost Center | Total Fund | | Cost Center #: | N/A |

Function

This fund was established in March 2003 by City Council Ordinance No. 3466. The purpose of the fund is to receive donations with the intent that interest earned will be used to assist the cost of operating, maintaining, and improving the City Flower Program, Environmental/Beach Ranger Program, and Yost Pool in accordance with the donor’s wishes.

Flower Program 100

The Flower Program enhances the aesthetic appeal of the downtown area and other selected locations throughout the City.

Environmental/Beach Ranger Program 200

The Environmental/Beach Ranger Program provides interpretive and environmental education opportunities for citizens, school-age children and visitors to our parks and beaches. It promotes stewardship of Puget Sound, its shoreline, and the surrounding watershed.

Yost Pool 300

Yost Pool is a popular summer pool that enhances the lives, fitness, and health of our community.

| | | | | |
|-------------|---------------------------|---|----------------|-----|
| Fund: | Parks Trust |  | Fund #: | 136 |
| Department: | Parks, Rec. & Cult. Svcs. | | Department #: | 64 |
| Cost Center | Total Fund | | Cost Center #: | N/A |

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change 17-16 Budget | % Change 17-16 Budget | \$ Change 17-16 Estimate | % Change 17-16 Estimate |
|-----------------------------------|-------------------|-------------------|-------------------|-------------------|------------------------|-----------------------|--------------------------|-------------------------|
| Beginning Balance-100 | 85,360 | 86,070 | 86,070 | 86,670 | 600 | 1% | 600 | 1% |
| <u>Revenue</u> | | | | | | | | |
| Investment Interest | 706 | 350 | 600 | 600 | 250 | 71% | - | 0% |
| Total Revenues | 706 | 350 | 600 | 600 | 250 | 71% | - | 0% |
| <u>Expenditure</u> | | | | | | | | |
| Total Expenditures | - | - | - | - | N/A | N/A | N/A | N/A |
| Ending Balance-100 | 86,066 | 86,420 | 86,670 | 87,270 | 850 | 1% | 600 | 1% |
| Beginning Balance- 200 | 63,949 | 64,480 | 64,480 | 64,930 | 450 | 1% | 450 | 1% |
| <u>Revenue</u> | | | | | | | | |
| Investment Interest | 529 | 270 | 450 | 450 | 180 | 67% | - | 0% |
| Total Revenues | 529 | 270 | 450 | 450 | 180 | 67% | - | 0% |
| <u>Expenditure</u> | | | | | | | | |
| Total Expenditures | - | - | - | - | N/A | N/A | N/A | N/A |
| Ending Balance-200 | 64,478 | 64,750 | 64,930 | 65,380 | 630 | 1% | 450 | 1% |
| Beginning Balance- 300 | 1,690 | 1,700 | 1,700 | 1,710 | 10 | 1% | 10 | 1% |
| <u>Revenue</u> | | | | | | | | |
| Investment Interest | 14 | 10 | 10 | 20 | 10 | 100% | 10 | 100% |
| Total Revenues | 14 | 10 | 10 | 20 | 10 | 100% | 10 | 100% |
| <u>Expenditure</u> | | | | | | | | |
| Total Expenditures | - | - | - | - | N/A | N/A | N/A | N/A |
| Ending Balance-300 | 1,704 | 1,710 | 1,710 | 1,730 | 20 | 1% | 20 | 1% |

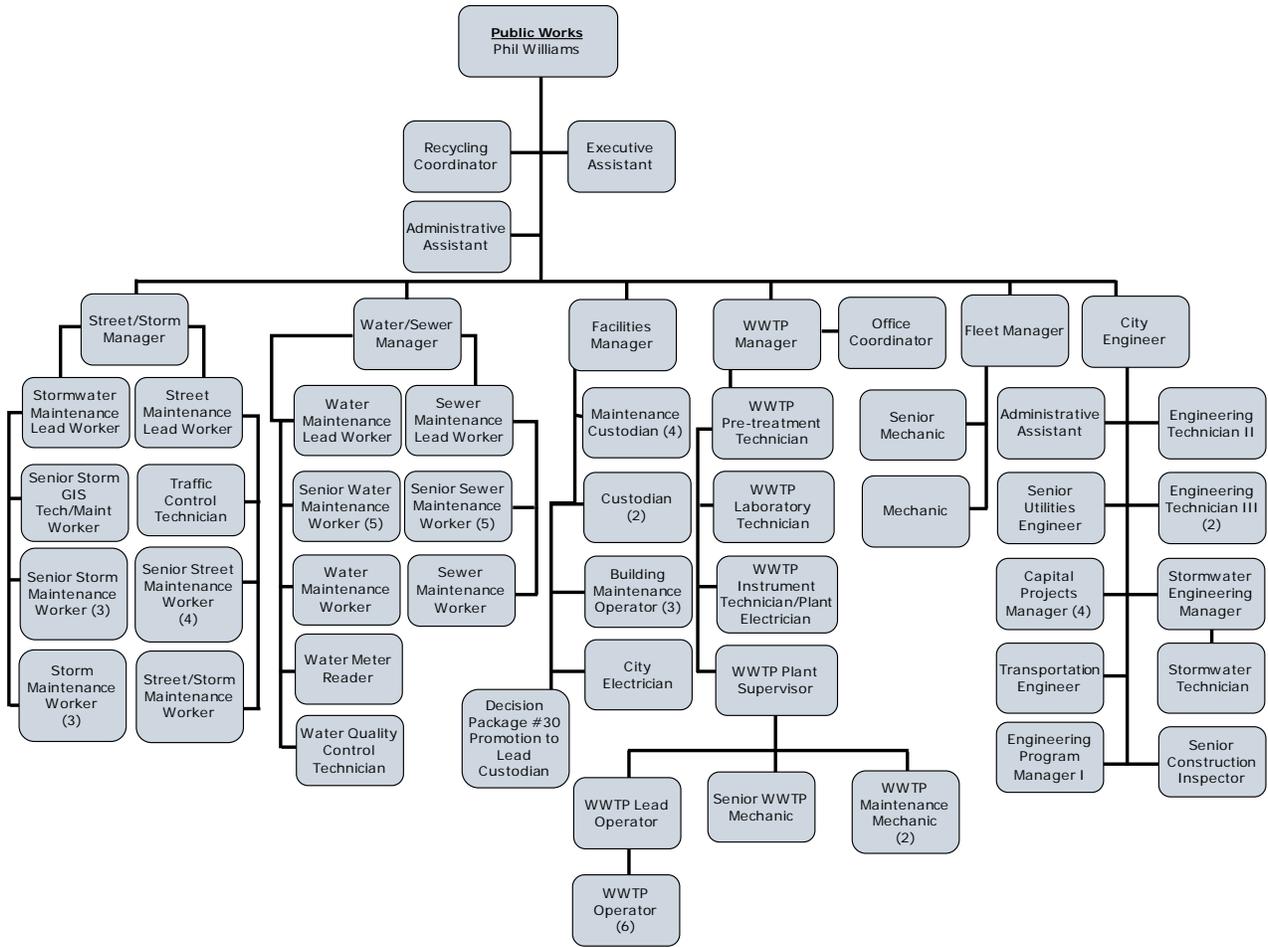
| | | | | |
|-------------|----------------------------|---|----------------|-----|
| Fund: | Cemetery Maintenance Trust |  | Fund #: | 137 |
| Department: | Parks, Rec. & Cult. Svcs. | | Department #: | 64 |
| Cost Center | Total Fund | | Cost Center #: | N/A |

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 principal may be expended from this fund. Ten percent of revenue from lot sales, burial fees and donations is designated to this fund.

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|--------------------------|----------------|----------------|----------------|----------------|-----------------|-----------------|-------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Beginning Balance | 860,229 | 883,730 | 883,730 | 905,630 | 21,900 | 2% | 21,900 | 2% |
| <u>Revenue</u> | | | | | | | | |
| Resale Items/Taxable | 2,853 | 3,000 | 2,700 | 3,000 | - | 0% | 300 | 11% |
| Cemetery Grave Sales | 13,456 | 12,180 | 11,500 | 12,180 | - | 0% | 680 | 6% |
| Investment Interest | 7,192 | 4,700 | 7,700 | 7,700 | 3,000 | 64% | - | 0% |
| Total Revenues | 23,501 | 19,880 | 21,900 | 22,880 | 3,000 | 15% | 980 | 4% |
| <u>Expenditure</u> | | | | | | | | |
| Total Expenditures | - | - | - | - | N/A | N/A | N/A | N/A |
| Ending Balance | 883,729 | 903,610 | 905,630 | 928,510 | 24,900 | 3% | 22,880 | 3% |

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



| | | | | |
|-------------|--------------------------|---|----------------|-------------------------------|
| 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, right-of-ways, 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 fleet.

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

| Program | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|------------------------|-----------|-----------|-----------|-----------|-----------------|-----------------|-------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Administration | 340,637 | 371,790 | 371,420 | 470,750 | 98,960 | 27% | 99,330 | 27% |
| Engineering | 1,861,373 | 2,495,330 | 2,440,360 | 2,343,240 | (152,090) | -6% | (97,120) | -4% |
| Facilities Maintenance | 1,446,614 | 1,483,800 | 1,463,840 | 1,548,630 | 64,830 | 4% | 84,790 | 6% |
| | 3,648,624 | 4,350,920 | 4,275,620 | 4,362,620 | 11,700 | 0% | 87,000 | 2% |

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|-----------------------|-----------|-----------|-----------|-----------|-----------------|-----------------|-------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Salaries | 2,102,002 | 2,281,780 | 2,228,350 | 2,438,750 | 156,970 | 7% | 210,400 | 9% |
| Overtime | 6,597 | 7,700 | 11,200 | 12,700 | 5,000 | 65% | 1,500 | 13% |
| Benefits | 818,986 | 935,640 | 868,880 | 951,530 | 15,890 | 2% | 82,650 | 10% |
| Uniforms | 3,172 | 3,110 | 3,110 | 3,360 | 250 | 8% | 250 | 8% |
| Supplies | 77,822 | 94,600 | 94,680 | 96,600 | 2,000 | 2% | 1,920 | 2% |
| Minor Equipment | 17,385 | 6,200 | 6,100 | 7,930 | 1,730 | 28% | 1,830 | 30% |
| Professional Services | 141,784 | 515,200 | 547,200 | 161,200 | (354,000) | -69% | (386,000) | -71% |
| Communications | 24,077 | 27,150 | 28,260 | 32,050 | 4,900 | 18% | 3,790 | 13% |
| Travel | 21 | 1,100 | 1,160 | 2,100 | 1,000 | 91% | 940 | 81% |
| Rental/Lease | 1,559 | 11,600 | 11,700 | 16,100 | 4,500 | 39% | 4,400 | 38% |
| Interfund Rental | 72,060 | 74,940 | 82,880 | 235,500 | 160,560 | 214% | 152,620 | 184% |
| Public Utility | 268,804 | 282,800 | 282,800 | 282,800 | - | 0% | - | 0% |
| Repair/Maintenance | 93,660 | 82,100 | 79,500 | 88,100 | 6,000 | 7% | 8,600 | 11% |
| Miscellaneous | 20,694 | 27,000 | 29,800 | 33,900 | 6,900 | 26% | 4,100 | 14% |
| | 3,648,624 | 4,350,920 | 4,275,620 | 4,362,620 | 11,700 | 0% | 87,000 | 2% |

| | | | | |
|-------------|----------------|---|----------------|--------|
| 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.

Major 2017 Budget Changes

The increase to Interfund Rental is due to the reorganization of the Technology Services group. Previously, costs to pay for Information Technology (IT) were budgeted as part of the Administrative Services Division; beginning in 2017 IT costs will be budgeted in a new Internal Services Fund titled Technology Services Fund 512. Through the Interfund Rental account, each City Fund or Department will be billed for the IT services provided to them.

Decision package #29 added \$2,000 to 2017 costs for ergonomic desk space improvements.

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

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|-----------------------|---------|---------|----------|---------|-----------------|-----------------|-------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Salaries | 248,507 | 263,850 | 262,180 | 270,330 | 6,480 | 2% | 8,150 | 3% |
| Overtime | - | 200 | 200 | 200 | - | 0% | - | 0% |
| Benefits | 72,955 | 81,750 | 83,050 | 83,880 | 2,130 | 3% | 830 | 1% |
| Supplies | 5,309 | 7,600 | 7,600 | 9,600 | 2,000 | 26% | 2,000 | 26% |
| Minor Equipment | 1,594 | 1,000 | 1,000 | 1,000 | - | 0% | - | 0% |
| Professional Services | 2,096 | 200 | 200 | 200 | - | 0% | - | 0% |
| Communications | 637 | 1,350 | 1,350 | 1,350 | - | 0% | - | 0% |
| Travel | - | 500 | 500 | 500 | - | 0% | - | 0% |
| Rental/Lease | 901 | 2,400 | 2,400 | 2,400 | - | 0% | - | 0% |
| Interfund Rental | 5,004 | 5,240 | 5,240 | 91,590 | 86,350 | 1648% | 86,350 | 1648% |
| Public Utility | 2,296 | 2,800 | 2,800 | 2,800 | - | 0% | - | 0% |
| Repair/Maintenance | - | 1,000 | 1,000 | 1,000 | - | 0% | - | 0% |
| Miscellaneous | 1,338 | 3,900 | 3,900 | 5,900 | 2,000 | 51% | 2,000 | 51% |
| | 340,637 | 371,790 | 371,420 | 470,750 | 98,960 | 27% | 99,330 | 27% |

| | | | | |
|-------------|------------------------|---|----------------|--------|
| 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 225,000 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, Senior Center, Meadowdale Clubhouse, Museum, Wade James Theater, Log Cabin, Boys and Girls Club, and Parks buildings. Maintenance and renovation activities for these buildings include painting, roofing, carpentry, flooring, plumbing, locksmithing, electrical, heating/ventilation/cooling, and computer cabling. In addition, custodial care is provided for approximately 150,000 square feet of areas occupied by City staff, or areas used by City recreation programs, Sno-Isle Libraries, and Fire District #1.

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. 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 of Edmonds, and the Downtown Christmas Tree Lighting Ceremony.

Budget Narrative

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

Major 2017 Budget Changes

- Decision package #30 added \$6,900 to 2017 costs to increase one FTE to a lead maintenance custodian.
- Decision package #31 added \$5,000 to 2017 costs for additional overtime budget.
- Decision package #32 added \$6,000 to 2017 costs for additional professional services budget. Council amendment #8 reduced the professional services by \$6,000.
- Decision package #33 added \$1,000 to 2017 costs for additional travel budget. Council amendment #9 reduced the travel budget by \$2,000 reducing the amount to \$1,000.
- Decision package #34 added \$5,000 to 2017 costs for additional rental/lease budget. Council amendment #10 reduced the rental/lease budget by \$5,000.
- Decision package #35 added \$5,600 to 2017 costs for additional interfund rental budget.
- Decision package #36 added \$6,000 to 2017 costs for additional repair and maintenance budget.
- Decision package #37 added \$5,000 to 2017 costs for additional miscellaneous budget. Council amendment #11 reduced the miscellaneous budget by \$8,000.

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

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|-----------------------|-----------|-----------|-----------|-----------|-----------------|-----------------|-------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Salaries | 617,647 | 669,430 | 648,690 | 695,650 | 26,220 | 4% | 46,960 | 7% |
| Overtime | 3,835 | 2,500 | 6,000 | 7,500 | 5,000 | 200% | 1,500 | 25% |
| Benefits | 254,115 | 291,990 | 270,630 | 295,620 | 3,630 | 1% | 24,990 | 9% |
| Uniforms | 3,172 | 2,750 | 2,750 | 3,000 | 250 | 9% | 250 | 9% |
| Supplies | 72,494 | 87,000 | 87,000 | 87,000 | - | 0% | - | 0% |
| Minor Equipment | 13,530 | 3,000 | 3,000 | 3,000 | - | 0% | - | 0% |
| Professional Services | 49,372 | - | 7,000 | 6,000 | 6,000 | N/A | (1,000) | -14% |
| Communications | 14,541 | 14,000 | 14,000 | 16,000 | 2,000 | 14% | 2,000 | 14% |
| Travel | - | - | - | 1,000 | 1,000 | N/A | 1,000 | N/A |
| Rental/Lease | 658 | 500 | 1,300 | 5,000 | 4,500 | 900% | 3,700 | 285% |
| Interfund Rental | 52,176 | 52,030 | 59,970 | 59,360 | 7,330 | 14% | (610) | -1% |
| Public Utility | 266,508 | 280,000 | 280,000 | 280,000 | - | 0% | - | 0% |
| Repair/Maintenance | 93,660 | 78,500 | 78,500 | 84,500 | 6,000 | 8% | 6,000 | 8% |
| Miscellaneous | 4,907 | 2,100 | 5,000 | 5,000 | 2,900 | 138% | - | 0% |
| | 1,446,614 | 1,483,800 | 1,463,840 | 1,548,630 | 64,830 | 4% | 84,790 | 6% |

| | | | | |
|-------------|--------------|---|----------------|--------|
| 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 for 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 | Fifteen (15) Full Time Equivalents (FTEs) including City Engineer, Transportation Engineer, Stormwater Engineer, Senior Utilities Engineer, Engineering Program Manager, four Capital Project Managers, three Engineering Technicians, one Stormwater Engineering Technician, Senior Construction Inspector and an Administrative Assistant. |
| Uniforms | Boot allowance per labor contract, 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 lap top 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 | Rental (from Public Works motor pool) of five vehicles and 33% of another staff car. |

Major 2017 Budget Changes

The increase to Interfund Rental is due to the reorganization of the Technology Services group. Previously, costs to pay for Information Technology (IT) were budgeted as part of the Administrative Services Division; beginning in 2017 IT costs will be budgeted in a new Internal Services Fund titled Technology Services Fund 512. Through the Interfund Rental account, each City Fund or Department will be billed for the IT services provided to them.

The professional services budget is significantly less since the Waterfront study is completed.

- Decision Package #21 added \$18,170 to 2017 costs to increase the part-time permit coordinator to full time.
- Decision package #38 added \$1,730 to 2017 costs for 3 sit/stand desk systems.
- Decision package #39 added \$150,000 to 2017 costs for the waterfront at-grade crossing design development.
- Decision package #40 added \$2,000 to 2017 costs for the commute trip reduction (CTR) program.

| | | | | |
|-------------|--------------|---|----------------|--------|
| Fund: | General |  | Fund #: | 001 |
| Department: | Public Works | | Department #: | 67 |
| Cost Center | Engineering | | Cost Center #: | 532.20 |

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|-----------------------|-----------|-----------|-----------|-----------|-----------------|-----------------|-------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Salaries | 1,235,848 | 1,348,500 | 1,317,480 | 1,472,770 | 124,270 | 9% | 155,290 | 12% |
| Overtime | 2,763 | 5,000 | 5,000 | 5,000 | - | 0% | - | 0% |
| Benefits | 491,916 | 561,900 | 515,200 | 572,030 | 10,130 | 2% | 56,830 | 11% |
| Uniforms | - | 360 | 360 | 360 | - | 0% | - | 0% |
| Supplies | 20 | - | 80 | - | N/A | N/A | (80) | -100% |
| Minor Equipment | 2,262 | 2,200 | 2,100 | 3,930 | 1,730 | 79% | 1,830 | 87% |
| Professional Services | 90,316 | 515,000 | 540,000 | 155,000 | (360,000) | -70% | (385,000) | -71% |
| Communications | 8,899 | 11,800 | 12,910 | 14,700 | 2,900 | 25% | 1,790 | 14% |
| Travel | 21 | 600 | 660 | 600 | - | 0% | (60) | -9% |
| Rental/Lease | - | 8,700 | 8,000 | 8,700 | - | 0% | 700 | 9% |
| Interfund Rental | 14,880 | 17,670 | 17,670 | 84,550 | 66,880 | 378% | 66,880 | 378% |
| Repair/Maintenance | - | 2,600 | - | 2,600 | - | 0% | 2,600 | N/A |
| Miscellaneous | 14,449 | 21,000 | 20,900 | 23,000 | 2,000 | 10% | 2,100 | 10% |
| | 1,861,373 | 2,495,330 | 2,440,360 | 2,343,240 | (152,090) | -6% | (97,120) | -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, four Senior Street Maintenance Workers and an allowance for seasonal help. The Manager also supervises the Stormwater Division.

Major 2017 Budget Changes

- Decision package #43 added \$4,500 to 2017 costs for the Synchro 9 Transportation Software.
- Decision package #44 added \$20,000 to 2017 costs for mid-block crosswalk pedestrian warning lights.
- Decision package #45 added \$70,000 to 2017 costs for traffic control cabinets.
- Decision package #46 added \$8,000 to 2017 costs for tree maintenance.

- Council amendment #12 added a \$20,000 transfer to the Street fund for Pine Street lights
- Council amendment #13 removed decision package #46 in the amount of \$8,000 for tree maintenance

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

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|----------------------------|------------------|------------------|------------------|------------------|------------------|-----------------|-------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Beginning Balance | 327,149 | 514,450 | 514,450 | 590,450 | 76,000 | 15% | 76,000 | 15% |
| <u>Revenue</u> | | | | | | | | |
| Street And Curb Permit | 2,175 | 4,000 | 10,000 | 5,000 | 1,000 | 25% | (5,000) | -50% |
| Grants | - | - | 85,520 | - | N/A | N/A | (85,520) | -100% |
| Motor Vehicle Fuel Tax | 686,761 | 676,000 | 686,000 | 685,000 | 9,000 | 1% | (1,000) | 0% |
| Transportation Charges | 736,366 | 680,000 | 680,170 | 680,000 | - | 0% | (170) | 0% |
| Investment Interest | 1,961 | 500 | 3,000 | 1,000 | 500 | 100% | (2,000) | -67% |
| Miscellaneous Revenues | 1,835 | - | 4,800 | 1,200 | 1,200 | N/A | (3,600) | -75% |
| Refunding Proceeds | - | 42,430 | - | - | (42,430) | -100% | N/A | N/A |
| Capital Assets Disposition | 2,177 | - | - | - | N/A | N/A | N/A | N/A |
| Interfund Transfer In | 400,000 | 400,000 | 400,000 | 412,000 | 12,000 | 3% | 12,000 | 3% |
| Total Revenues | 1,831,274 | 1,802,930 | 1,869,490 | 1,784,200 | (18,730) | -1% | (85,290) | -5% |
| <u>Expenditure</u> | | | | | | | | |
| Salaries | 538,207 | 515,160 | 541,170 | 555,070 | 39,910 | 8% | 13,900 | 3% |
| Overtime | 22,358 | 18,400 | 18,400 | 18,400 | - | 0% | - | 0% |
| Benefits | 278,805 | 265,870 | 300,770 | 318,720 | 52,850 | 20% | 17,950 | 6% |
| Uniforms | 5,002 | 6,000 | 5,000 | 6,000 | - | 0% | 1,000 | 20% |
| Supplies | 162,903 | 240,000 | 276,000 | 350,000 | 110,000 | 46% | 74,000 | 27% |
| Small Equipment | 9,462 | 26,000 | 20,000 | 24,000 | (2,000) | -8% | 4,000 | 20% |
| Professional Services | 6,900 | 14,050 | 9,220 | 15,050 | 1,000 | 7% | 5,830 | 63% |
| Communications | 4,128 | 3,500 | 2,500 | 3,500 | - | 0% | 1,000 | 40% |
| Training | 300 | 1,000 | 1,000 | 1,000 | - | 0% | - | 0% |
| Rental/Lease | 2,594 | 2,300 | 2,300 | 2,300 | - | 0% | - | 0% |
| Insurance | 81,386 | 87,620 | 97,910 | 113,230 | 25,610 | 29% | 15,320 | 16% |
| Public Utility | 273,798 | 270,170 | 270,170 | 270,170 | - | 0% | - | 0% |
| Repairs & Maintenance | 50,766 | 45,000 | 31,500 | 44,000 | (1,000) | -2% | 12,500 | 40% |
| Miscellaneous | 1,432 | 24,250 | 21,250 | 12,500 | (11,750) | -48% | (8,750) | -41% |
| Intergovernmental Services | 2,031 | 3,000 | 2,500 | 5,000 | 2,000 | 67% | 2,500 | 100% |
| Equipment | 9,828 | - | - | - | N/A | N/A | N/A | N/A |
| Interfund Rental | 188,940 | 188,650 | 188,650 | 178,720 | (9,930) | -5% | (9,930) | -5% |
| Debt Principal | 3,283 | 45,230 | 3,420 | 3,490 | (41,740) | -92% | 70 | 2% |
| Debt Interest | 1,855 | 2,230 | 1,730 | 1,610 | (620) | -28% | (120) | -7% |
| Total Expenditures | 1,643,978 | 1,758,430 | 1,793,490 | 1,922,760 | 164,330 | 9% | 129,270 | 7% |
| Ending Balance | 514,446 | 558,950 | 590,450 | 451,890 | (107,060) | -19% | (138,560) | -23% |

| | | | | |
|-------------|---------------------------------|---|----------------|-----|
| Fund: | Transportation Benefit District |  | Fund #: | 139 |
| Department: | N/A | | Department #: | N/A |
| Cost Center | N/A | | Cost Center #: | N/A |

Function

On behalf of the Edmonds Transportation Benefit District, the Washington State Department of Licensing collects a \$20 fee at the time a vehicle registration is renewed within the City of Edmonds limits. The fee took effect on license tabs that expired on or after September 1, 2009 to support Transportation Benefit District related activities. The proceeds were deposited in this fund and transferred to the Street Fund through October 2016. On November 22, 2016 the Edmonds City Council passed Ordinance Number 4053 assuming the rights, powers, functions and obligations of the Edmonds Transportation Benefit District pursuant to Section 301 of the 2015 Legislature adopted Second Engrossed Substitute Senate Bill (2ESSB) 5987. After October 2016, all proceeds were deposited directly into the Street Fund (111).

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change 17-16 Budget | % Change 17-16 Budget | \$ Change 17-16 Estimate | % Change 17-16 Estimate |
|----------------------------|----------------|----------------|------------------|----------------|------------------------------|-----------------------------|--------------------------------|-------------------------------|
| Beginning Balance | 27,935 | - | - | - | N/A | N/A | N/A | N/A |
| <u>Revenue</u> | | | | | | | | |
| Annual Vehicle Fee (TBD) | 687,421 | 682,500 | 690,500 | - | (682,500) | -100% | (690,500) | -100% |
| Total Revenue | 687,421 | 682,500 | 690,500 | - | (682,500) | -100% | (690,500) | -100% |
| <u>Expenditure</u> | | | | | | | | |
| Professional Services | 3,828 | - | - | - | N/A | N/A | N/A | N/A |
| Insurance | 2,500 | 2,500 | 2,500 | - | (2,500) | -100% | (2,500) | -100% |
| Intergovernmental Services | 709,028 | 680,000 | 688,000 | - | (680,000) | -100% | (688,000) | -100% |
| Total Expenditures | 715,356 | 682,500 | 690,500 | - | (682,500) | -100% | (690,500) | -100% |
| Ending Balance | - | - | - | - | N/A | N/A | N/A | N/A |



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| | | | | |
|-------------|------------------------|---|----------------|-----|
| 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 10,109 accounts. The Water Division operates and maintains all storage and conveyance facilities including over 138 miles of distribution mains, 18 pressure reducing stations, three 1.5 million gallon reservoirs, and one three-million gallon reservoir and pumping station. Eight permanent employees are responsible for the above functions.

Budget Narrative

Water Operations

The Salary and Benefit budget includes the Water/Sewer Manager (0.5 FTE), Water Maintenance Lead Worker, Water Quality Control Technician, Water Meter Reader, Administrative Assistant (.35 FTE), four Senior Water Maintenance Workers, one Water Maintenance Worker, 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.

Major 2017 Budget Changes in Operations

The increase to Interfund Rental is due to the reorganization of the Technology Services group. Previously, costs to pay for Information Technology (IT) were budgeted as part of the Administrative Services Division; beginning in 2017 IT costs will be budgeted in a new Internal Services Fund titled Technology Services Fund 512. Through the Interfund Rental account, each City Fund or Department will be billed for the IT services provided to them.

- Decision Package #21 added \$2,720 to 2017 costs for the interfund service charge for the permit coordinator.
- Decision package #38 added \$1,730 to 2017 costs for 3 sit/stand desk systems.
- Decision package #60 added \$4,000 to 2017 costs to replace two confined space ventilation blowers.
- Decision package #61 added \$3,000 to 2017 costs for portable maintenance management technology.
- Decision package #62 added \$25,000 to 2017 costs for a vehicle mounted air compressor.

Capital Improvement Program

| Water - Fund 421 | 2016 Budget | 2016 Estimate | 2017 Budget |
|--|------------------|------------------|------------------|
| Water Projects | | | |
| 2015 Waterline Replacement | 490,000 | 634,176 | - |
| 2016 Waterline Replacement | 2,051,028 | 1,416,688 | 30,000 |
| 2016 Waterline Replacement Overlays | 220,000 | 62,072 | - |
| 2016 Water System Comp Plan Update | 116,500 | 144,500 | 4,000 |
| 2017 Waterline Replacement | 302,948 | 302,948 | 2,288,815 |
| 2017 Waterline Replacement Overlays | - | - | 210,000 |
| 2018 Waterline Replacement Overlays | - | - | 400,000 |
| Five Corners Reservoir Recoating | 1,850,100 | 114,412 | 1,885,588 |
| Dayton 3rd to 9th Utility Improvements | 487,500 | 327,000 | 311,000 |
| Street Fund 112 Contribution | 580,000 | - | - |
| Total Water Projects | 6,098,076 | 3,001,797 | 5,129,403 |
| Contributions | | | |
| Sewer Utility Fund 423 | (337,500) | - | - |
| Water Total (Excluding Contributions) | 5,760,576 | 3,001,797 | 5,129,403 |

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

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change | % Change | \$ Change | % Change |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|------------------|------------|--------------------|-------------|
| | | | | | 17-16 | 17-16 | 17-16 | 17-16 |
| | | | | | Budget | Budget | Estimate | Estimate |
| Beginning Balance | 15,606,068 | 16,489,530 | 16,489,530 | 15,792,250 | (697,280) | -4% | (697,280) | -4% |
| <u>Revenue</u> | | | | | | | | |
| Grants | 58,129 | 53,950 | 53,950 | 53,950 | - | 0% | - | 0% |
| Custodial & Building Services | 3,254 | 2,500 | 2,500 | 2,500 | - | 0% | - | 0% |
| Water Sales and Services | 7,320,815 | 8,017,110 | 8,017,110 | 8,003,620 | (13,490) | 0% | (13,490) | 0% |
| Investment Interest | 38,557 | 20,000 | 20,000 | 20,000 | - | 0% | - | 0% |
| Leases Long-Term | 55,752 | 41,500 | 41,500 | 41,500 | - | 0% | - | 0% |
| Miscellaneous Revenues | 11,654 | 7,000 | 7,000 | 7,000 | - | 0% | - | 0% |
| Gains/Losses | (23,935) | - | - | - | N/A | N/A | N/A | N/A |
| Water Connection Fee | 269,222 | 301,400 | 625,000 | 341,000 | 39,600 | 13% | (284,000) | -45% |
| Proceeds Of LT Debt | 5,674,786 | - | - | - | N/A | N/A | N/A | N/A |
| Revenue Bond Premium | 69,846 | - | - | - | N/A | N/A | N/A | N/A |
| Total Revenues | 13,478,080 | 8,443,460 | 8,767,060 | 8,469,570 | 26,110 | 0% | (297,490) | -3% |
| <u>Expenditure</u> | | | | | | | | |
| Prior Period Adjustment | 2,953,594 | - | - | - | N/A | N/A | N/A | N/A |
| Depreciation | 856,511 | - | - | - | N/A | N/A | N/A | N/A |
| Salaries | 710,354 | 795,220 | 794,310 | 844,510 | 49,290 | 6% | 50,200 | 6% |
| Overtime | 19,062 | 24,000 | 24,000 | 24,000 | - | 0% | - | 0% |
| Benefits | 327,948 | 372,550 | 369,090 | 405,720 | 33,170 | 9% | 36,630 | 10% |
| Uniforms | 3,078 | 4,000 | 3,000 | 4,000 | - | 0% | 1,000 | 33% |
| Supplies | 146,397 | 151,000 | 120,000 | 150,000 | (1,000) | -1% | 30,000 | 25% |
| Resale Inventory - Water | 1,514,798 | 1,600,000 | 1,600,000 | 1,667,500 | 67,500 | 4% | 67,500 | 4% |
| Resale Inventory - Supplies | 119,793 | 143,000 | 108,000 | 143,000 | - | 0% | 35,000 | 32% |
| Small Equipment | 13,586 | 11,000 | 11,000 | 19,730 | 8,730 | 79% | 8,730 | 79% |
| Professional Services | 135,765 | 1,496,080 | 1,077,210 | 1,136,000 | (360,080) | -24% | 58,790 | 5% |
| Interfund Services | 441,296 | 297,210 | 600,460 | 560,720 | 263,510 | 89% | (39,740) | -7% |
| Communications | 31,085 | 30,000 | 30,000 | 30,000 | - | 0% | - | 0% |
| Training | 149 | 200 | 200 | 200 | - | 0% | - | 0% |
| Excise Tax | 367,651 | 340,000 | 340,000 | 340,000 | - | 0% | - | 0% |
| Rental/Lease | 1,961 | 5,000 | 4,000 | 5,000 | - | 0% | 1,000 | 25% |
| Interfund Rental | 93,108 | 95,750 | 95,750 | 141,130 | 45,380 | 47% | 45,380 | 47% |
| Insurance | 70,904 | 58,920 | 52,340 | 56,050 | (2,870) | -5% | 3,710 | 7% |
| Public Utility | 25,368 | 40,000 | 30,000 | 35,000 | (5,000) | -13% | 5,000 | 17% |
| Repairs & Maintenance | 118,622 | 17,000 | 15,500 | 17,500 | 500 | 3% | 2,000 | 13% |
| Miscellaneous | 63,202 | 70,450 | 70,450 | 71,000 | 550 | 1% | 550 | 1% |
| Intergovernmental Services | 30,693 | 30,000 | 30,000 | 30,000 | - | 0% | - | 0% |
| Utility Tax | 1,138,481 | 1,229,110 | 1,229,110 | 1,229,110 | - | 0% | - | 0% |
| Interfund Transfer Out | 1,885 | 731,220 | 730,220 | 725,820 | (5,400) | -1% | (4,400) | -1% |
| Equipment | - | 15,000 | 15,000 | 25,000 | 10,000 | 67% | 10,000 | 67% |
| Construction Projects | 2,791,039 | 4,551,920 | 1,505,820 | 4,473,640 | (78,280) | -2% | 2,967,820 | 197% |
| Debt Principal | - | 352,010 | 352,010 | 363,690 | 11,680 | 3% | 11,680 | 3% |
| Debt Interest | 521,010 | 256,820 | 256,870 | 246,940 | (9,880) | -4% | (9,930) | -4% |
| Debt Issue Costs | 97,277 | 280 | - | - | (280) | -100% | N/A | N/A |
| Total Expenditures | 12,594,618 | 12,717,740 | 9,464,340 | 12,745,260 | 27,520 | 0% | 3,280,920 | 35% |
| Ending Balance | 16,489,530 | 12,215,250 | 15,792,250 | 11,516,560 | (698,690) | -6% | (4,275,690) | -27% |

| | | | | |
|-------------|------------------------|---|----------------|-----|
| 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

Storm Water Operations

The Salary and Benefit budget includes .5 FTE Street/Stormwater Manager, one Stormwater Maintenance Lead Worker, four Senior Storm Maintenance Workers, one Storm Maintenance Worker, a Senior Storm GIS Tech/Maint Worker, and an allowance for seasonal help. 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.

Major 2017 Budget Changes in Operations

The increase to Interfund Rental is due to the reorganization of the Technology Services group. Previously, costs to pay for Information Technology (IT) were budgeted as part of the Administrative Services Division; beginning in 2017 IT costs will be budgeted in a new Internal Services Fund titled Technology Services Fund 512. Through the Interfund Rental account, each City Fund or Department will be billed for the IT services provided to them.

Decision Package #21 added \$2,720 to 2017 costs for the interfund service charge for the permit coordinator.

Decision package #38 added \$1,730 to 2017 costs for 3 sit/stand desk systems.

Decision package #63 added \$50,000 to 2017 costs for the LID code update and training.

Decision package #64 added \$65,000 to 2017 costs for stormwater permit fees.

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

Capital Improvement Program

Storm - Fund 422

2016 Budget 2016 Estimate 2017 Budget

Drainage Projects

| | | | |
|---|------------------|------------------|------------------|
| Citywide Drainage Replacement, Extension | 158,000 | 306,900 | 150,000 |
| Dayton Street Storm Improvements | - | 267,700 | 950,000 |
| Improvements - 88th & 194th | 87,500 | 4,195 | - |
| Improvements - Sierra Place 12th Ave N. to Olympic | 84,000 | 522,752 | 2,000 |
| Lake Ballinger Basin Study and Associated Projects | 45,000 | 17,000 | 64,000 |
| Northstream Pipe Abandonment on Puget Drive | 45,500 | 36,595 | 153,530 |
| Rehabilitation of Northstream Culvert Under Puget Drive | 140,200 | 113,215 | 432,560 |
| Willow Creek Daylighting | 487,700 | 38,698 | 459,278 |
| Edmonds Marsh Channel Improvements | - | - | 200,000 |
| Willow Creek Pipe Rehabilitation | - | - | 82,500 |
| Storm Drainage Alternatives Study (Dayton St & SR104) | 302,700 | - | - |
| 105th & 106th Ave SW Drainage Improvement Project | 716,800 | 654,741 | 2,000 |
| Video Assessment of Stormwater Lines | 15,000 | - | - |
| Seaview Park Infiltration Facility | 164,500 | 116,000 | 979,000 |
| Stormwater Comprehensive Plan | 110,000 | 25,000 | 195,000 |
| Street Fund 112 Contribution | 910,650 | 472,225 | 475,528 |
| Water Fund 421 Contribution | - | 137,500 | 100,000 |
| Total Drainage System Projects | 3,267,550 | 2,712,521 | 4,245,396 |

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

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change 17-16 Budget | % Change 17-16 Budget | \$ Change 17-16 Estimate | % Change 17-16 Estimate |
|----------------------------|------------------|------------------|------------------|------------------|------------------------------|-----------------------------|--------------------------------|-------------------------------|
| Beginning Balance | 9,620,271 | 9,589,910 | 9,589,900 | 7,158,450 | (2,431,460) | -25% | (2,431,450) | -25% |
| <u>Revenue</u> | | | | | | | | |
| Grants | 90,596 | 407,000 | 165,900 | 931,260 | 524,260 | 129% | 765,360 | 461% |
| Stormwater Sales | 3,489,413 | 3,634,770 | 3,400,000 | 3,744,000 | 109,230 | 3% | 344,000 | 10% |
| Stormwater Mitigation Fees | 799 | - | - | - | N/A | N/A | N/A | N/A |
| Illegal Discharge Fine | 300 | 3,000 | 1,200 | 3,700 | 700 | 23% | 2,500 | 208% |
| Investment Interest | 31,499 | 20,000 | 39,650 | 20,000 | - | 0% | (19,650) | -50% |
| Leases Long-Term | 13,153 | 14,010 | 14,010 | 14,010 | - | 0% | - | 0% |
| Miscellaneous Revenues | (17,264) | - | - | - | N/A | N/A | N/A | N/A |
| Water Connection Fee | 45,014 | 53,000 | 64,000 | 58,000 | 5,000 | 9% | (6,000) | -9% |
| Proceeds Of LT Debt | 3,747,500 | - | - | - | N/A | N/A | N/A | N/A |
| Revenue Bond Premium | 46,125 | - | - | - | N/A | N/A | N/A | N/A |
| Total Revenues | 7,447,135 | 4,131,780 | 3,684,760 | 4,770,970 | 639,190 | 15% | 1,086,210 | 29% |
| <u>Expenditure</u> | | | | | | | | |
| Prior Period Adjustment | 3,134,667 | - | - | - | N/A | N/A | N/A | N/A |
| Depreciation | 509,903 | - | - | - | N/A | N/A | N/A | N/A |
| Salaries | 476,592 | 640,470 | 518,930 | 523,320 | (117,150) | -18% | 4,390 | 1% |
| Overtime | 15,474 | 6,000 | 6,000 | 6,000 | - | 0% | - | 0% |
| Benefits | 234,436 | 313,950 | 259,650 | 262,680 | (51,270) | -16% | 3,030 | 1% |
| Uniforms | 5,950 | 6,500 | 6,500 | 6,500 | - | 0% | - | 0% |
| Supplies | 42,855 | 46,500 | 36,500 | 46,000 | (500) | -1% | 9,500 | 26% |
| Small Equipment | 1,625 | 4,000 | 4,000 | 5,730 | 1,730 | 43% | 1,730 | 43% |
| Professional Services | 153,169 | 1,968,250 | 1,109,890 | 1,381,770 | (586,480) | -30% | 271,880 | 24% |
| Interfund Services | 547,266 | 761,680 | 548,820 | 573,120 | (188,560) | -25% | 24,300 | 4% |
| Communications | 3,284 | 3,200 | 3,200 | 3,200 | - | 0% | - | 0% |
| Training | - | 4,300 | 4,300 | 4,300 | - | 0% | - | 0% |
| Excise Taxes | 61,094 | 55,000 | 55,000 | 55,000 | - | 0% | - | 0% |
| Rental/Lease | 1,826 | 6,500 | 6,500 | 6,500 | - | 0% | - | 0% |
| Interfund Rental | 210,828 | 246,490 | 246,490 | 258,470 | 11,980 | 5% | 11,980 | 5% |
| Insurance | 39,269 | 64,120 | 63,190 | 71,540 | 7,420 | 12% | 8,350 | 13% |
| Public Utility | 8,724 | 10,500 | 10,500 | 10,500 | - | 0% | - | 0% |
| Repairs & Maintenance | 11,587 | 13,000 | 13,000 | 13,000 | - | 0% | - | 0% |
| Miscellaneous | 504,069 | 94,950 | 94,950 | 88,500 | (6,450) | -7% | (6,450) | -7% |
| Intergovernmental Services | 91,695 | 85,000 | 140,000 | 150,000 | 65,000 | 76% | 10,000 | 7% |
| Utility Tax | 317,217 | 330,430 | 330,430 | 330,430 | - | 0% | - | 0% |
| Interfund Transfer Out | 6,016 | 413,680 | 407,860 | 411,950 | (1,730) | 0% | 4,090 | 1% |
| Land | - | 25,000 | - | - | (25,000) | -100% | N/A | N/A |
| Construction Projects | 812,336 | 2,563,330 | 1,809,900 | 2,846,830 | 283,500 | 11% | 1,036,930 | 57% |
| Debt Principal | - | 274,170 | 274,170 | 281,510 | 7,340 | 3% | 7,340 | 3% |
| Debt Interest | 223,388 | 165,070 | 166,430 | 158,480 | (6,590) | -4% | (7,950) | -5% |
| Debt Issue Costs | 64,237 | 10,100 | - | - | (10,100) | -100% | N/A | N/A |
| Total Expenditures | 7,477,508 | 8,112,190 | 6,116,210 | 7,495,330 | (616,860) | -8% | 1,379,120 | 23% |
| Ending Balance | 9,589,898 | 5,609,500 | 7,158,450 | 4,434,090 | (1,175,410) | -21% | (2,724,360) | -38% |

| | | | | |
|-------------|-----------------------|---|----------------|--------|
| 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, and Lynnwood; King County; Olympic View Water and Sewer District; and Ronald Wastewater 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 the Ballinger pump station. The cost of the Lynnwood treatment plant and the Ballinger pump station 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. Significant impacts to our 2017 operating budget are as follows: increased regulatory fees; testing of newly designed air emissions equipment to achieve the requirements of the new incineration regulations; and carbon replacement in all odor control units to ensure proper operation.

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

Major 2017 Budget Changes in Operations

The increase to Interfund Rental is due to the reorganization of the Technology Services group. Previously, costs to pay for Information Technology (IT) were budgeted as part of the Administrative Services Division; beginning in 2017 IT costs will be budgeted in a new Internal Services Fund titled Technology Services Fund 512. Through the Interfund Rental account, each City Fund or Department will be billed for the IT services provided to them.

Sewer

- Decision Package #21 added \$2,720 to 2017 costs for the interfund service charge for the permit coordinator.
- Decision package #38 added \$1,730 to 2017 costs for 3 sit/stand desk systems.
- Decision package #61 added \$3,000 to 2017 costs for portable maintenance management technology.
- Decision package #65 added \$8,000 to 2017 costs to replace 4 confined space ventilation blowers.
- Decision package #66 added \$15,000 to 2017 costs for emergency generator plugs at lift stations.
- Decision package #67 added \$20,000 to 2017 costs for confined space fall protection.
- Decision package #68 added \$15,000 to 2017 costs for push camera replacement for small sewer lines.
- Decision package #69 added \$75,000 to 2017 costs for 50KW Portable generator for emergency backup.

Treatment Plant

- Decision package #70 added \$14,000 to 2017 costs for two temporary workers.

Capital Improvement Program

Sewer - Fund 423

| Sewer System Projects | 2016 Budget | 2016 Estimate | 2017 Budget |
|-------------------------------------|--------------------|----------------------|--------------------|
| 2015 Sewer Main Replacement Program | 22,000 | 88,800 | - |
| 2016 Sewer Main Replacement Program | 1,907,104 | 1,520,362 | 11,000 |
| 2016 Sewerline Overlays | 220,000 | 217,250 | - |
| 2017 Sewer Main Replacement Program | 278,750 | 245,750 | 1,364,905 |
| 2017 Sewerline Overlays | - | - | 220,000 |
| 2018 Sewer Main Replacement Program | - | - | 287,113 |
| Citywide CIPP Rehab | 1,006,263 | 1,182,263 | 312,000 |
| Lake Ballinger Trunk Sewer Study | 290,000 | 124,000 | 166,000 |
| Meter Installations Basin LS-01 | 120,000 | 185,000 | - |
| Street Fund 112 Contribution | 850,000 | - | - |
| Total Sewer System Projects | 4,694,117 | 3,563,425 | 2,361,018 |

| Wastewater Treatment Plant | 2016 Budget | 2016 Estimate | 2017 Budget |
|--|--------------------|----------------------|--------------------|
| Outfall Study | 100,000 | 100,000 | - |
| Clarifier #3 Repair | 500,000 | 792,596 | - |
| Phase 5 Energy Improvement | 1,700,000 | 1,550,000 | 1,905,739 |
| Phase 4 Energy Improvement | - | 178,600 | 4,261 |
| Plant & Operational Improvements - Unanticipated Repairs | 25,000 | - | - |
| Control System Upgrade | 556,000 | 490,741 | 215,000 |
| Total Treatment Plant Projects | 2,881,000 | 3,111,937 | 2,125,000 |

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

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change | % Change | \$ Change | % Change |
|----------------------------|-------------------|-------------------|-------------------|-------------------|--------------------|-------------|--------------------|-------------|
| | | | | | 17-16 | 17-16 | 17-16 | 17-16 |
| | | | | | Budget | Budget | Estimate | Estimate |
| Beginning Balance | 42,414,600 | 42,657,770 | 42,657,770 | 38,724,840 | (3,932,930) | -9% | (3,932,930) | -9% |
| <u>Revenue</u> | | | | | | | | |
| Other/Non-Bus/Lic/Permit | 9,755 | 9,300 | 7,150 | 10,500 | 1,200 | 13% | 3,350 | 47% |
| Grants | 153,346 | - | 5,490 | - | N/A | N/A | (5,490) | -100% |
| Sewer Sales and Services | 8,054,167 | 8,856,900 | 8,873,300 | 8,915,990 | 59,090 | 1% | 42,690 | 0% |
| Investment Interest | 65,532 | 25,050 | 27,830 | 25,170 | 120 | 0% | (2,660) | -10% |
| Miscellaneous Revenues | 152,375 | - | 5,820 | - | N/A | N/A | (5,820) | -100% |
| Insurance Recoveries | 6,994 | - | - | - | N/A | N/A | N/A | N/A |
| Capital Contributions | 984,312 | 1,667,420 | 1,702,530 | 1,180,850 | (486,570) | -29% | (521,680) | -31% |
| Gains/Losses | (162,513) | - | - | - | N/A | N/A | N/A | N/A |
| Sewer Connection Fee | 320,370 | 384,400 | 410,000 | 331,000 | (53,400) | -14% | (79,000) | -19% |
| Bond Proceeds | 9,317,714 | - | - | - | N/A | N/A | N/A | N/A |
| Revenue Bond Premium | 115,005 | - | - | - | N/A | N/A | N/A | N/A |
| Interfund Transfer In | - | 1,702,170 | 1,674,630 | 1,200,190 | (501,980) | -29% | (474,440) | -28% |
| Total Revenues | 19,017,058 | 12,645,240 | 12,706,750 | 11,663,700 | (981,540) | -8% | (1,043,050) | -8% |
| <u>Expenditure</u> | | | | | | | | |
| Prior Period Correction | 8,622,941 | - | - | - | N/A | N/A | N/A | N/A |
| Depreciation | 2,076,108 | - | - | - | N/A | N/A | N/A | N/A |
| Salaries | 1,679,912 | 1,721,530 | 1,708,550 | 1,783,120 | 61,590 | 4% | 74,570 | 4% |
| Overtime | 102,978 | 100,000 | 97,000 | 95,000 | (5,000) | -5% | (2,000) | -2% |
| Benefits | 736,459 | 771,920 | 760,340 | 784,430 | 12,510 | 2% | 24,090 | 3% |
| Uniforms | 6,120 | 9,500 | 9,000 | 9,500 | - | 0% | 500 | 6% |
| Supplies | 244,084 | 420,200 | 399,200 | 417,200 | (3,000) | -1% | 18,000 | 5% |
| Fuel Consumed | 58,227 | 90,000 | 75,000 | 80,000 | (10,000) | -11% | 5,000 | 7% |
| Sewer Inventory | 1,249 | 4,000 | 3,000 | 4,000 | - | 0% | 1,000 | 33% |
| Small Equipment | 26,881 | 46,000 | 46,070 | 62,730 | 16,730 | 36% | 16,660 | 36% |
| Professional Services | 248,735 | 1,294,520 | 1,030,800 | 840,500 | (454,020) | -35% | (190,300) | -18% |
| Interfund Services | 529,480 | 711,180 | 780,370 | 615,570 | (95,610) | -13% | (164,800) | -21% |
| Communications | 43,420 | 43,000 | 43,000 | 43,000 | - | 0% | - | 0% |
| Training | - | 5,000 | 5,000 | 5,000 | - | 0% | - | 0% |
| Excise Tax | 159,721 | 150,000 | 150,000 | 170,000 | 20,000 | 13% | 20,000 | 13% |
| Rental/Lease | 8,973 | 9,500 | 9,500 | 9,500 | - | 0% | - | 0% |
| Interfund Rental | 191,124 | 173,170 | 180,170 | 297,150 | 123,980 | 72% | 116,980 | 65% |
| Insurance | 140,834 | 96,630 | 106,910 | 109,270 | 12,640 | 13% | 2,360 | 2% |
| Public Utility | 1,170,841 | 1,056,660 | 1,206,660 | 1,217,860 | 161,200 | 15% | 11,200 | 1% |
| Repairs & Maintenance | 347,913 | 325,000 | 325,000 | 340,000 | 15,000 | 5% | 15,000 | 5% |
| Miscellaneous | 117,921 | 105,450 | 120,150 | 105,450 | - | 0% | (14,700) | -12% |
| Intergovernmental Services | 130,022 | 150,000 | 150,000 | 178,000 | 28,000 | 19% | 28,000 | 19% |
| Utility Tax | 575,832 | 629,140 | 629,140 | 629,140 | - | 0% | - | 0% |
| Interfund Transfer Out | - | 2,563,950 | 2,536,410 | 2,065,570 | (498,380) | -19% | (470,840) | -19% |
| Construction Projects | 877,436 | 6,999,830 | 5,772,530 | 4,529,590 | (2,470,240) | -35% | (1,242,940) | -22% |
| Debt Principal | - | 373,600 | 373,600 | 379,700 | 6,100 | 2% | 6,100 | 2% |
| Debt Interest | 511,146 | 120,640 | 122,280 | 114,500 | (6,140) | -5% | (7,780) | -6% |
| Debt Issue Costs | 165,535 | 12,210 | - | - | (12,210) | -100% | N/A | N/A |
| Total Expenditures | 18,773,891 | 17,982,630 | 16,639,680 | 14,995,780 | (2,986,850) | -17% | (1,643,900) | -10% |
| Ending Balance | 42,657,767 | 37,320,380 | 38,724,840 | 35,392,760 | (1,927,620) | -5% | (3,332,080) | -9% |

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

Function

Debt Service Funds are used to account for the accumulation of resources for and payment of revenue bond principal, interest, and related costs. The Utility Debt Service Fund (424) provides debt service accounting for the 2013 revenue bond issue, which is backed by the City’s utility rates for water, sewer and storm water.

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change 17-16 Budget | % Change 17-16 Budget | \$ Change 17-16 Estimate | % Change 17-16 Estimate |
|---------------------------|----------------|------------------|------------------|------------------|------------------------------|-----------------------------|--------------------------------|-------------------------------|
| Beginning Balance | 843,959 | 843,960 | 843,960 | 842,940 | (1,020) | 0% | (1,020) | 0% |
| <u>Revenue</u> | | | | | | | | |
| Investment Interest | - | - | - | - | N/A | N/A | N/A | N/A |
| Transfer In from 421 | - | 730,220 | 730,220 | 725,820 | (4,400) | -1% | (4,400) | -1% |
| Transfer In from 422 | - | 397,900 | 397,900 | 397,500 | (400) | 0% | (400) | 0% |
| Transfer In from 423 | - | 861,780 | 861,780 | 865,380 | 3,600 | 0% | 3,600 | 0% |
| Total Revenues | - | 1,989,900 | 1,989,900 | 1,988,700 | (1,200) | 0% | (1,200) | 0% |
| <u>Expenditure</u> | | | | | | | | |
| Bond Principal | - | 655,010 | 655,010 | 680,020 | 25,010 | 4% | 25,010 | 4% |
| Bond Interest | - | 1,335,910 | 1,335,910 | 1,309,700 | (26,210) | -2% | (26,210) | -2% |
| Total Expenditures | - | 1,990,920 | 1,990,920 | 1,989,720 | (1,200) | 0% | (1,200) | 0% |
| Ending Balance | 843,959 | 842,940 | 842,940 | 841,920 | (1,020) | 0% | (1,020) | 0% |



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|-------------|-------------------------------------|---|----------------|-----|
| 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 and sells all 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.

2017 Replacement Schedules:

- #535-POL 2006 Ford Escape
- #537-POL 2006 Ford Escape
- #447-POL 2011 Ford Crown Victoria
- #448-POL 2011 Ford Crown Victoria
- #452-POL 2011 Ford Crown Victoria
- #100-STR 2010 Ford F450/1997 Versalift 36Ft Bucket truck
- #129-STR 2002 Ford F450 Flatbed
- #132-STR 2003 F-250 Utility
- #109-PRK 2006 Toro Mower
- #111-PRK 1992 John Deere Garden Tractor
- #120-PRK 2001 Dodge Ram 350 Flatbed
- #121-PRK 2001 Dodge Ram 350 Flatbed

Major 2017 Budget Changes

Decision package #11 added \$55,000 to 2017 costs to purchase and outfit one new patrol vehicle for assignment to the School Resource Officer.

Decision Package #12 added \$42,000 for the purchase of a Ford panel van to replace the current SWAT transport vehicle.

Decision package #71 added \$35,000 to 2017 costs for propane conversions.

Decision package #72 added \$115,000 to 2017 costs for the replacement of the public works site generator.

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

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|------------------------------|------------------|------------------|------------------|------------------|------------------|-----------------|-------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Beginning Balance | 7,061,553 | 7,650,500 | 7,650,500 | 7,479,610 | (170,890) | -2% | (170,890) | -2% |
| <u>Revenue</u> | | | | | | | | |
| Grants | 0 | 0 | 290 | 0 | N/A | N/A | (290) | -100% |
| Garage Services | 10,287 | 12,000 | 16,000 | 12,000 | - | 0% | (4,000) | -25% |
| Other Environmental Services | 15,748 | 0 | 14,840 | 0 | N/A | N/A | (14,840) | -100% |
| Sales and Services | 748,845 | 749,490 | 749,490 | 739,040 | (10,450) | -1% | (10,450) | -1% |
| Investment Income | 47,218 | 9,500 | 41,500 | 9,500 | - | 0% | (32,000) | -77% |
| Interfund Income | 740,412 | 803,580 | 803,580 | 863,370 | 59,790 | 7% | 59,790 | 7% |
| Miscellaneous Revenue | 61 | 0 | 0 | 0 | N/A | N/A | N/A | N/A |
| Capital Assets Disposition | 94,311 | 5,000 | 44,100 | 5,000 | - | 0% | (39,100) | -89% |
| Total Revenues | 1,656,882 | 1,579,570 | 1,669,800 | 1,628,910 | 49,340 | 3% | (40,890) | -2% |
| <u>Expenditure</u> | | | | | | | | |
| Depreciation | 314,074 | 0 | 0 | 0 | N/A | N/A | N/A | N/A |
| Salaries | 213,348 | 224,880 | 223,270 | 238,360 | 13,480 | 6% | 15,090 | 7% |
| Overtime | 949 | 2,000 | 2,000 | 2,000 | - | 0% | - | 0% |
| Benefits | 94,987 | 105,050 | 97,810 | 103,580 | (1,470) | -1% | 5,770 | 6% |
| Uniforms | 1,181 | 1,000 | 1,000 | 1,000 | - | 0% | - | 0% |
| Supplies | 102,787 | 110,000 | 110,000 | 110,000 | - | 0% | - | 0% |
| Fuel Consumed | 106 | 1,000 | 1,000 | 1,000 | - | 0% | - | 0% |
| Resale Supplies | 182,677 | 308,200 | 181,000 | 294,200 | (14,000) | -5% | 113,200 | 63% |
| Small Equipment | 23,540 | 58,000 | 58,000 | 58,000 | - | 0% | - | 0% |
| Professional Services | 1,260 | 1,000 | 1,000 | 1,000 | - | 0% | - | 0% |
| Communication | 2,400 | 3,000 | 3,000 | 3,000 | - | 0% | - | 0% |
| Travel | 2,935 | 1,000 | 1,000 | 1,000 | - | 0% | - | 0% |
| Rental/Lease | 1,141 | 1,500 | 1,500 | 1,500 | - | 0% | - | 0% |
| Insurance | 40,605 | 29,560 | 29,670 | 29,010 | (550) | -2% | (660) | -2% |
| Public Utilities | 11,358 | 14,000 | 14,000 | 14,000 | - | 0% | - | 0% |
| Repair and Maintenance | 42,436 | 60,000 | 60,000 | 60,000 | - | 0% | - | 0% |
| Miscellaneous | 17,336 | 7,190 | 12,000 | 12,000 | 4,810 | 67% | - | 0% |
| Intergovernmental Services | 1,195 | 2,500 | 2,500 | 2,500 | - | 0% | - | 0% |
| Machinery and Equipment | 0 | 981,000 | 981,000 | 884,000 | (97,000) | -10% | (97,000) | -10% |
| Interfund Services | 0 | 43,000 | 43,000 | 43,000 | - | 0% | - | 0% |
| Interfund Rental | 13,620 | 17,940 | 17,940 | 13,850 | (4,090) | -23% | (4,090) | -23% |
| Total Expenditures | 1,067,936 | 1,971,820 | 1,840,690 | 1,873,000 | (98,820) | -5% | 32,310 | 2% |
| Ending Balance | 7,650,499 | 7,258,250 | 7,479,610 | 7,235,520 | (22,730) | 0% | (244,090) | -3% |

| | | | | |
|-------------|---------------------------|---|----------------|-----|
| Fund: | Multimodal Transportation |  | Fund #: | 013 |
| Department: | Capital Project Funds | | Department #: | N/A |
| Cost Center | Total Fund | | Cost Center #: | N/A |

Function

The Multimodal Transportation fund was established as part of the City's 1994 Operating Budget to simplify and facilitate accounting for the various local, state, and federal grants and for expenditures that will occur during the planning and development of the multimodal transportation center in Edmonds. By a Memorandum of Understanding, the City, Washington State Department of Transportation, and Community Transit are jointly participating in the project. By agreement, the City is the designated lead coordinating agency during the preliminary engineering, environmental impact statement (EIS), final design, and permitting phases. The balance in this fund represents the unspent portion of General Fund resources transferred into the fund in previous years.

Major 2017 Budget Changes

The Multimodal Transportation Fund has long been inactive and currently has \$56,860 in cash that should be put to use that will benefit the City and citizens. Staff recommended and the Council approved in the 2016 3rd quarter budget amendment that the funds be transferred to the General Fund and the fund closed.

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|--------------------------|---------------|---------------|---------------|--------|-----------------|-----------------|-------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Beginning Balance | 56,023 | 56,490 | 56,490 | - | (56,490) | -100% | (56,490) | -100% |
| <u>Revenue</u> | | | | | | | | |
| Investment Interest | 464 | 370 | 370 | - | (370) | -100% | (370) | -100% |
| Total Revenue | 464 | 370 | 370 | - | (370) | -100% | (370) | -100% |
| <u>Expenditure</u> | | | | | | | | |
| Interfund Transfer | - | 56,860 | 56,860 | - | (56,860) | -100% | (56,860) | -100% |
| Total Expenditure | - | 56,860 | 56,860 | - | (56,860) | -100% | (56,860) | -100% |
| Ending Balance | 56,487 | - | - | - | N/A | N/A | N/A | N/A |



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| | | | | |
|-------------|-----------------------|---|----------------|-----|
| 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 track such money. It should be noted that Fund 016 is not primarily for capital improvements; however, 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. Currently, due to the continued lack of General Fund Revenues, there is insufficient staffing and money for all of the necessary repairs and capital renovation projects for City buildings. This is reflected in the large list of potential projects included in the Capital Improvement Plan and its stated need to increase funding to keep up with the work on the designed six-year schedule. In 2015, a consultant study was completed that documents the extent of the ongoing needs of City facilities.

Major 2017 Budget Changes

Decision package #41 added \$350,000 to 2017 costs for the FAC roof replacement project.

Capital Improvement Program

| Buildings Maintenance- Fund 016 | 2016 Budget | 2016 Estimate | 2017 Budget |
|---|--------------------|----------------------|--------------------|
| City Hall Carpeting | 25,000 | 25,000 | - |
| City Hall Fire Door Controls Replacement (DP #660-01606) | 6,000 | 500 | - |
| City Hall Security Measures | 35,000 | 5,000 | 30,000 |
| FAC Floor Repairs (DP #660-01607) | 10,000 | 7,000 | - |
| Fire Station 16 Generator Replacement (DP #660-01604) | 43,000 | 43,000 | - |
| Fire Station 17 Ceiling Repairs (DP #660-01605) | 25,000 | 25,000 | - |
| Fishing Pier | 1,580,000 | - | - |
| Meadowdale Gutter Replacement | 15,000 | 15,000 | - |
| Unanticipated Repairs and Maintenance | 15,000 | 15,000 | 20,000 |
| Museum East Window Replacement 2ea | - | - | 20,000 |
| Museum Exterior Door Replacement | - | - | 5,000 |
| Library West Deck Water Sealing and Garage Ceiling Repair | - | - | 20,000 |
| FAC Metal Flashing Replacement/ Leak Repair | - | - | 10,000 |
| PW Failed Window Seal Replacement | - | - | 5,000 |
| CH Failed Window Seal Replacement | - | - | 5,000 |
| MCH Floor replacement Kitchen, Bathrooms, and Entry | - | - | 15,000 |
| CH Failed HVAC Unit Replacement | - | 8,500 | - |
| Senior Center Dental Van Electrical Hook Up | - | 4,500 | - |
| FAC-Fire Code Exit Light/Egress Lighting Installation | - | 8,000 | - |
| FAC Building Controls Installation for Boiler System | - | - | 20,000 |
| FAC Steam Radiator retrofits | - | 500 | 5,000 |
| Building Maintenance Total | 1,754,000 | 135,500 | 130,000 |

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

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|--------------------------|----------------|------------------|------------------|----------------|--------------------|-----------------|--------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Beginning Balance | 141,146 | 118,080 | 118,080 | 286,030 | 167,950 | 142% | 167,950 | 142% |
| <u>Revenue</u> | | | | | | | | |
| Grants | 90,828 | 2,090,000 | 1,780,590 | 352,000 | (1,738,000) | -83% | (1,428,590) | -80% |
| Investment Interest | 1,383 | - | - | - | N/A | N/A | N/A | N/A |
| Miscellaneous Revenue | 31,172 | - | - | - | N/A | N/A | N/A | N/A |
| Interfund Transfer | 56,600 | 415,000 | 415,000 | 100,000 | (315,000) | -76% | (315,000) | -76% |
| Total Revenue | 179,982 | 2,505,000 | 2,195,590 | 452,000 | (2,053,000) | -82% | (1,743,590) | -79% |
| <u>Expenditure</u> | | | | | | | | |
| Supplies | 11,410 | - | - | - | N/A | N/A | N/A | N/A |
| Professional Services | 110,453 | 162,460 | 336,300 | 2,000 | (160,460) | -99% | (334,300) | -99% |
| Repair and Maintenance | 76,896 | 2,062,000 | 157,000 | 130,000 | (1,932,000) | -94% | (27,000) | -17% |
| Miscellaneous | 4,285 | - | - | - | N/A | N/A | N/A | N/A |
| Machinery/Equipment | - | 33,000 | - | - | (33,000) | -100% | N/A | N/A |
| Construction | - | 137,540 | 1,534,340 | 350,000 | 212,460 | 154% | (1,184,340) | -77% |
| Total Expenditure | 203,043 | 2,395,000 | 2,027,640 | 482,000 | (1,913,000) | -80% | (1,545,640) | -76% |
| Ending Balance | 118,085 | 228,080 | 286,030 | 256,030 | 27,950 | 12% | (30,000) | -10% |

| | | | | |
|-------------|-------------------------------------|---|----------------|-----|
| 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, real estate excise tax, and Public Works Trust Fund Loans.

Major 2017 Budget Changes

Decision package #47 added \$253,000 to 2017 costs for the 220th St SW Traffic Signal Project.

Capital Improvement Program

| | 2016 Budget | 2016 Estimate | 2017 Budget |
|--|--------------------|--------------------|--------------------|
| Transportation Projects- Fund 112 | | | |
| 2015 Overlay Program | 107,643 | - | - |
| 2016 Pavement Preservation Program | 1,030,000 | 1,150,764 | - |
| 220th St. SW Pavement Overlay (76th Ave to 84th Ave) | 30,000 | 215,000 | 10,000 |
| 84th Ave W Overlay from 220th to 212th | - | - | 900,000 |
| Citywide Protected/Permissive Traffic Signal Improvement | 20,000 | 20,000 | - |
| 212th SW @ 84th Ave (Five Corners) Roundabout | 10,000 | 9,793 | - |
| SR99 - 228th St. SW Corridor & Safety Improvements | 447,077 | 1,129,944 | 25,000 |
| 212th SW @ 76th Ave Intersection Improvements | 4,974,230 | 376,051 | 6,560,369 |
| Nonmotorized Trans.- Sunset Ave Walkway (Bell St-Caspers St) | 10,000 | 2,000 | 183,250 |
| Nonmotorized Trans-238th Walkway from 100th Ave to 104th | 148,135 | 613,331 | 12,000 |
| Nonmotorize Trans-238th Walkway from SR-104 to Hwy 99 | - | 67,000 | 413,000 |
| Nonmotorized Trans-15th St. SW Walkway | - | 50,535 | - |
| Nonmotorized Trans-236th St. SW Walkway | 593,465 | 788,486 | 88,600 |
| SR99 Lighting Phase 3 | 41,000 | 133,637 | 8,000 |
| Nonmotorized Trans-ADA Curb Ramp Upgrades Along 3rd Ave | - | 512 | 500 |
| Citywide Bicycle Connections/Restripping 76th Ave (220th St - OVD) | 626,840 | 89,687 | 652,500 |
| Traffic Calming Program | 20,000 | 20,000 | - |
| Transition Plan for ADA Requirements | 110,000 | 50,000 | 60,000 |
| Minor Sidewalk Program | 50,000 | 50,000 | - |
| Trackside Warning System/Quiet Zone (Dayton and Main RR Crossing | 300,000 | 340,000 | 10,000 |
| Upgrade Curb Ramps to Meet ADA Standards | 25,000 | 25,000 | - |
| Transportation Total | 8,543,390 | 5,131,740 | 8,923,219 |
| Contributions | | | |
| Water Utility Fund 421 | (580,000) | (6,721) | (776,475) |
| Stormwater Utility Fund 422 | (723,150) | (584,454) | (450,528) |
| Sewer Utility Fund 423 | (700,000) | (5,016) | (718,685) |
| Capital Projects Fund 125 | (257,650) | (216,000) | - |
| Special Capital/Parks Acquisition Fund 126 | (1,405,000) | (1,364,025) | (71,350) |
| Transportation Total (Excluding Contributions) | 4,877,590 | 2,955,524 | 6,906,181 |
| Total Utility Fund Contributions: | (2,003,150) | (596,191) | (1,945,688) |
| Total All Funds Contributions: | (3,665,800) | (2,176,216) | (2,017,038) |
| Debt Service: | 75,630 | 75,598 | 75,237 |
| Total Transportation Expenses plus Debt Service: | 8,619,020 | 5,207,338 | 8,998,456 |

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

| Description | 2015 Actual | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|---------------------------|------------------|------------------|------------------|------------------|--------------------|-----------------|-------------------|-------------------|
| | | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Beginning Balance | 209,915 | 9,340 | 9,340 | 54,750 | 45,410 | 486% | 45,410 | 486% |
| <u>Revenue</u> | | | | | | | | |
| Grants | 5,722,698 | 6,228,070 | 2,175,250 | 4,538,810 | (1,689,260) | -27% | 2,363,560 | 109% |
| Motor Vehicle Fuel Tax | 150,752 | 140,000 | 194,000 | 194,000 | 54,000 | 39% | - | 0% |
| Interlocal Revenue | 370,002 | 795,840 | 148,590 | 779,980 | (15,860) | -2% | 631,390 | 425% |
| Traffic Impact Fees | 66,344 | 125,000 | 150,000 | 100,000 | (25,000) | -20% | (50,000) | -33% |
| Investment Interest | - | 50 | 50 | 50 | - | 0% | - | 0% |
| Miscellaneous Revenue | 500 | - | 10 | - | N/A | N/A | (10) | -100% |
| Interfund Transfer In | 616,498 | 871,070 | 461,250 | 320,730 | (550,340) | -63% | (140,520) | -30% |
| Total Revenues | 6,926,795 | 8,160,030 | 3,129,150 | 5,933,570 | (2,226,460) | -27% | 2,804,420 | 90% |
| <u>Expenditure</u> | | | | | | | | |
| Professional Services | 1,041,320 | 1,325,110 | 1,275,860 | 1,850,850 | 525,740 | 40% | 574,990 | 45% |
| Interfund Services | 282,815 | 422,800 | 304,890 | 385,930 | (36,870) | -9% | 81,040 | 27% |
| Intangible Rights to Land | 469,974 | 438,000 | 189,090 | - | (438,000) | -100% | (189,090) | -100% |
| Construction Projects | 4,884,982 | 5,553,330 | 1,158,660 | 3,322,820 | (2,230,510) | -40% | 2,164,160 | 187% |
| Interfund Transfer Out | 370,467 | 358,240 | 79,610 | 328,100 | (30,140) | -8% | 248,490 | 312% |
| Debt Principal | 72,201 | 72,220 | 72,220 | 72,220 | - | 0% | - | 0% |
| Debt Interest | 5,612 | 3,410 | 3,410 | 3,050 | (360) | -11% | (360) | -11% |
| Total Expenditures | 7,127,370 | 8,173,110 | 3,083,740 | 5,962,970 | (2,210,140) | -27% | 2,879,230 | 93% |
| Ending Balance | 9,339 | (3,740) | 54,750 | 25,350 | 29,090 | -778% | (29,400) | -54% |

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

REET 2

Function

REET II dollars may be used for public works projects for 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.

Budget Narrative

Proposed parks project details are shown in the Capital Improvement Program. In addition to ongoing park improvements, significant developments proposed in this 2016 budget include the completion of the City Park Play and Spray Renovation, upgrades to the Fishing Pier, Meadowdale Playfields, Anderson Center stage, and Sunset Avenue. The Parks Department continues to budget to fulfill the goals and objectives of the Parks, Recreation & Open Space Comprehensive Plan.

The City Council on June 6, 2006, adopted a policy to dedicate REET 2 revenue in excess of \$750,000 to transportation capital projects.

Major 2017 Budget Changes

- Decision package #48 added \$20,000 to 2017 costs for audible pedestrian signals.
- Decision package #49 added \$100,000 to 2017 costs for the minor sidewalk program.
- Decision package #50 added \$140,000 to 2017 costs for the 2017 pavement preservation program.
- Decision package #53 added \$25,000 to 2017 costs for sidewalk curb ramps
- Decision package #54 added \$165,000 to 2017 costs for the 2016 annual street preservation carryforward.

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

Capital Improvement Program

Real Estate Excise Tax 2 - Fund 125

2016 Budget 2016 Estimate 2017 Budget

Park Development Projects

| | | | |
|---|---------|---------|---------|
| Anderson Center Field/Court/Library Plaza | - | 191,870 | - |
| Brackett's Landing | 50,000 | 50,000 | - |
| City Gateway Replacements | 40,000 | 10,000 | 30,000 |
| City Park Improvements (Storage Building) (to Fund 132) | - | - | 200,000 |
| Civic Center (demo grandstands) (to Fund 132) | - | - | 100,000 |
| Fishing Pier (to Fund 132) | 175,000 | 100,000 | 75,000 |
| Community Garden (to Fund 132) | 155,000 | - | 155,000 |
| Marina Beach Park | 100,000 | 100,000 | - |
| Mathay Ballinger Park | 20,000 | - | 20,000 |
| Meadowdale Clubhouse Grounds | 75,000 | 75,000 | - |
| Meadowdale Playfields | 250,000 | - | 500,000 |
| Outdoor Fitness Zones (to Fund 132) | 50,000 | - | 75,000 |
| Parklet Development, 4th Ave Cultural Corridor | 40,000 | 10,000 | 30,000 |
| Seaview Park | - | - | 50,000 |
| Veterans Plaza | - | - | 30,000 |
| Yost Park/Pool | 50,000 | 120,000 | 40,000 |

Citywide Park Improvements

| | | | |
|--|--------|--------|--------|
| Citywide Beautification | 21,000 | 21,000 | 21,000 |
| Flower Pole Replacement | 0 | - | 20,000 |
| Misc Paving | 10,000 | 10,000 | 10,000 |
| Citywide Park Improvements/Misc Small Projects | 40,000 | 40,000 | 40,000 |
| Sports Fields Upgrade/Playground Partnership | 25,000 | 20,000 | 5,000 |

Trail Development

| | | | |
|------------------------------|--------|--------|---|
| Misc Unpaved Trail/Bike Path | 10,000 | 10,000 | - |
|------------------------------|--------|--------|---|

Planning

| | | | |
|--|---------|--------|---------|
| Civic Center Master Plan | 100,000 | 80,000 | 20,000 |
| Edmonds Marsh Feasibility/Marina Beach Master Plan | 30,000 | 32,150 | 80,000 |
| Waterfront Redevelopment (2017: \$425,000 to Fund 132, \$100,000 prof serv reimb other fund) | 25,000 | 25,000 | 525,000 |

Parks Improvements Total

1,266,000 895,020 2,026,000

Transportation - Fund 125

| | | | |
|------------------------------------|---------|---------|---|
| Annual Street Preservation Program | 257,650 | 186,000 | - |
| SR99 Lighting Phase 3 | - | 30,000 | - |

Transportation Total

257,650 216,000 -

Real Estate Excise Tax 2 Total

1,523,650 1,111,020 2,026,000

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

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|----------------------------------|------------------|------------------|------------------|------------------|-----------------|-----------------|--------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Beginning Balance | 1,531,385 | 1,629,530 | 1,629,530 | 1,861,170 | 231,640 | 14% | 231,640 | 14% |
| Revenue | | | | | | | | |
| Local Real Estate Tax - 2nd Half | 1,371,690 | 1,100,000 | 1,335,000 | 1,300,000 | 200,000 | 18% | (35,000) | -3% |
| Investment Interest | 16,436 | 8,000 | 12,300 | 11,900 | 3,900 | 49% | (400) | -3% |
| Total Revenues | 1,388,126 | 1,108,000 | 1,347,300 | 1,311,900 | 203,900 | 18% | (35,400) | -3% |
| Expenditure | | | | | | | | |
| Supplies | 35,848 | 21,000 | 21,000 | 21,000 | - | 0% | - | 0% |
| Professional Services | 223,515 | 186,790 | 150,480 | 150,000 | (36,790) | -20% | (480) | 0% |
| Repair and Maintenance | 15,423 | 140,000 | 60,000 | 140,000 | - | 0% | 80,000 | 133% |
| Construction Projects | 1,015,191 | 1,815,060 | 884,180 | 2,165,000 | 349,940 | 19% | 1,280,820 | 145% |
| Total Expenditures | 1,289,977 | 2,162,850 | 1,115,660 | 2,476,000 | 313,150 | 14% | 1,360,340 | 122% |
| Ending Balance | 1,629,534 | 574,680 | 1,861,170 | 697,070 | 122,390 | 21% | (1,164,100) | -63% |



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| | | | | |
|-------------|---|---|----------------|-----|
| Fund: | REET 1: Special Capital/ Parks Acquisition |  | Fund #: | 126 |
| Department: | Capital Project Funds | | Department #: | N/A |
| Cost Center | Total Fund | | Cost Center #: | N/A |

Function

The Special Capital Fund was established as part of the City's 1996 Operating Budget to simplify and facilitate the accounting for the purchase and renovation of the Edmonds Financial Center Building, which now houses operations of several City departments, including the Mayor's Office; City Council; Human Resources; Administrative Services; the Planning, Engineering, and Building divisions of Development Services; and the Fire Marshall. The Fund revenue from the first one fourth percent (1/4%) excise tax on real estate sales (REET 1) covers debt service for the City Hall acquisition, Marina Beach acquisition, the Edmonds Center for the Arts city contribution, the Library roof construction, and the Anderson Center Seismic retrofit. During 2001, Council dedicated excess revenue from REET 1 to acquire and improve park and recreation properties and facilities throughout the City. Acquisitions meet the priorities outlined in the Parks Comprehensive Plan including waterfront, tidelands, open space, and land.

Major 2017 Budget Changes

- Decision package #42 added \$300,000 to 2017 costs for the FY 17 Capital project.
- Decision package #47 added \$47,000 to 2017 costs for the 220th ST SW Traffic Signal Project.
- Decision package #50 added \$995,000 to 2017 costs for the 2017 pavement preservation program.
- Decision package #51 added \$300,000 to 2017 costs for SR-99 Access Management.
- Decision package #52 added \$20,000 to 2017 costs for the 2017 traffic calming program.

Capital Improvement Program

| REET 1: Special Capital/ Parks Acquisition | 2016 Budget | 2016 Estimate | 2017 Budget |
|---|------------------|------------------|----------------|
| Reimbursement to Fund 132 for Waterfront Redevelopment | - | - | 75,000 |
| Reimbursement to Fund 132 for Land/Civic Acquisition | - | 492,180 | - |
| Misc. Open Space/Land | 200,000 | - | 200,000 |
| Signal Cabinets Upgrade (DP #680-01601) | 70,000 | - | - |
| Restroom Construction (DP #611-01603) | 90,000 | - | - |
| Upgrade Curb Ramps to Meet ADA Standards | 25,000 | 25,000 | - |
| Transition Plan for ADA Requirements | 110,000 | 50,000 | - |
| Minor Sidewalk Program | 50,000 | 50,000 | - |
| Citywide Protected/Permissive Traffic Signal Improvements | 20,000 | 20,000 | - |
| Trackside Warning System @ Dayton & Main RR Crossing | 300,000 | 290,000 | 10,000 |
| 220th St. SW Pavement Overlay (76th Ave to 84th Ave) | - | 29,025 | - |
| 2016 Traffic Calming Program | 20,000 | 20,000 | - |
| 2016 Pavement Preservation Program | 450,000 | 880,000 | - |
| Annual Street Preservation Program | 430,000 | - | - |
| REET 1: Special Capital/ Parks Acquisition Total | 1,765,000 | 1,856,205 | 285,000 |

| | | | | |
|-------------|---|---|----------------|-----|
| Fund: | REET 1: Special Capital/ Parks Acquisition |  | Fund #: | 126 |
| Department: | Capital Project Funds | | Department #: | N/A |
| Cost Center | Total Fund | | Cost Center #: | N/A |

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|--------------------------------|------------------|------------------|------------------|------------------|------------------|-----------------|-------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Beginning Balance | 1,166,954 | 2,239,010 | 2,239,010 | 1,475,110 | (763,900) | -34% | (763,900) | -34% |
| <u>Revenue</u> | | | | | | | | |
| Local Real Estate Tax-1st Half | 1,371,690 | 1,100,000 | 1,335,000 | 1,300,000 | 200,000 | 18% | (35,000) | -3% |
| Investment Interest | 14,018 | 2,000 | 16,700 | 14,400 | 12,400 | 620% | (2,300) | -14% |
| Refunding Proceeds | - | 247,000 | - | - | (247,000) | -100% | N/A | N/A |
| Total Revenues | 1,385,708 | 1,349,000 | 1,351,700 | 1,314,400 | (34,600) | -3% | (37,300) | -3% |
| <u>Expenditure</u> | | | | | | | | |
| Professional Services | 45,563 | 314,560 | - | 75,000 | (239,560) | -76% | 75,000 | N/A |
| Miscellaneous | 1,200 | - | - | - | N/A | N/A | N/A | N/A |
| Land | 12,000 | 692,180 | 492,180 | 200,000 | (492,180) | -71% | (292,180) | -59% |
| Construction Projects | 83,360 | 1,607,510 | 1,454,030 | 1,733,350 | 125,840 | 8% | 279,320 | 19% |
| Interfund Transfer Out | 141,525 | 139,430 | 139,430 | 142,330 | 2,900 | 2% | 2,900 | 2% |
| Debt Principal | 19,110 | 263,250 | 19,890 | 20,280 | (242,970) | -92% | 390 | 2% |
| Debt Interest | 10,898 | 12,980 | 10,070 | 9,350 | (3,630) | -28% | (720) | -7% |
| Total Expenditures | 313,656 | 3,029,910 | 2,115,600 | 2,180,310 | (849,600) | -28% | 64,710 | 3% |
| Ending Balance | 2,239,005 | 558,100 | 1,475,110 | 609,200 | 51,100 | 9% | (865,910) | -59% |

| | | | | |
|-------------|-----------------------|---|----------------|-----|
| Fund: | Special Projects |  | Fund #: | 129 |
| Department: | Capital Projects Fund | | Department #: | N/A |
| Cost Center | Total Fund | | Cost Center #: | N/A |

HIGHWAY 99 INTERNATIONAL DISTRICT ENHANCEMENT

Function

This Fund was established to assist with special capital projects. The project completed in 2014 includes streetscape enhancements in the International District located on Highway 99 between 230th and 224th. Ongoing expenditures are associated with banner maintenance and updating and miscellaneous signage as required over time. Revenue is from grants, contributions and interest. The City has received three federal Highway Enhancements grants for the project since 2006.

Capital Improvement Program

| Description | 2015 | 2016 | 2016 | 2017 | \$ Change | % Change | \$ Change | % Change |
|--------------------------|---------------|---------------|---------------|---------------|-----------------|-----------------|-------------------|-------------------|
| | Actual | Budget | Estimate | Budget | 17-16 Budget | 17-16 Budget | 17-16 Estimate | 17-16 Estimate |
| Beginning Balance | 38,078 | 38,390 | 38,390 | 38,670 | 280 | 1% | 280 | 1% |
| <u>Revenue</u> | | | | | | | | |
| Wa St Dot - Sr 99 | - | - | - | - | N/A | N/A | N/A | N/A |
| Investment Interest | 315 | 280 | 280 | 280 | - | 0% | - | 0% |
| Total Revenue | 315 | 280 | 280 | 280 | - | 0% | - | 0% |
| <u>Expenditure</u> | | | | | | | | |
| Total Expenditures | - | - | - | - | N/A | N/A | N/A | N/A |
| Ending Balance | 38,393 | 38,670 | 38,670 | 38,950 | 280 | 1% | 280 | 1% |



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| | | | | |
|-------------|-----------------------|---|----------------|-----|
| Fund: | Parks Construction |  | Fund #: | 132 |
| Department: | Capital Projects Fund | | Department #: | N/A |
| Cost Center | Total Fund | | Cost Center #: | N/A |

Function

The Fund was established as part of the City’s 2007 and 2008 Operating Budget to specifically segregate park improvement projects that would be totally or partially funded by grants and contributions. Fund 132 is for improvement, renovation, planning and development of park sites to maintain high quality and varied parks and open space in the city. Revenue sources for the Fund include the second one fourth percent (1/4%) excise tax on real estate sales (REET 2), state and local grants, contributions from developers, and carryover from previous years.

Capital Improvement Program

| Parks Construction - Fund 132 | 2016 Budget | 2016 Estimate | 2017 Budget |
|---|--------------------|----------------------|--------------------|
| City Park Spray Park | - | 192,805 | - |
| City Park Storage Building | - | - | 250,000 |
| Civic Center Acquisition/Development (demo 2017) | - | 992,180 | 135,000 |
| Dayton Street Plaza | - | 130,000 | 30,000 |
| Edmonds Marsh/Daylighting of Willow Creek | 200,000 | - | 200,000 |
| Fishing Pier Rehab | 1,300,000 | 100,000 | - |
| Community Garden | 155,000 | - | 155,000 |
| Outdoor Fitness Zones | 125,000 | - | 175,000 |
| Restroom Construction (DP #611-01603) | 240,000 | - | - |
| Waterfront Redevelopment | 25,000 | 25,000 | 2,100,000 |
| Veteran's Plaza | 475,000 | - | 550,000 |
| Parks Construction Total | 2,520,000 | 1,439,985 | 3,595,000 |
| Contributions | | | |
| REET 2 Fund 125 | (330,000) | (100,000) | (1,085,000) |
| REET 1 Fund 126 | (90,000) | (492,180) | (75,000) |
| Parks Construction Total (Excluding Contributions) | 2,100,000 | 847,805 | 2,435,000 |

| | | | | |
|-------------|-----------------------|---|----------------|-----|
| Fund: | Parks Construction |  | Fund #: | 132 |
| Department: | Capital Projects Fund | | Department #: | N/A |
| Cost Center | Total Fund | | Cost Center #: | N/A |

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change 17-16 Budget | % Change 17-16 Budget | \$ Change 17-16 Estimate | % Change 17-16 Estimate |
|------------------------------|----------------|------------------|------------------|------------------|------------------------------|-----------------------------|--------------------------------|-------------------------------|
| Program 000 | | | | | | | | |
| Beginning Balance | 788,630 | 560,500 | 560,500 | 1,005,500 | 445,000 | 79% | 445,000 | 79% |
| <u>Revenue</u> | | | | | | | | |
| Grants | 413,049 | 575,000 | 692,810 | 1,705,000 | 1,130,000 | 197% | 1,012,190 | 146% |
| Investment Interest | 3,252 | - | - | - | N/A | N/A | N/A | N/A |
| Parks Donations | 119,232 | 495,000 | 490,000 | 475,000 | (20,000) | -4% | (15,000) | -3% |
| Transfer In from 001 | 200,000 | 150,000 | 110,000 | - | (150,000) | -100% | (110,000) | -100% |
| Total Revenue | 735,534 | 1,220,000 | 1,292,810 | 2,180,000 | 960,000 | 79% | 887,190 | 69% |
| <u>Expenditure</u> | | | | | | | | |
| Supplies | 25 | - | - | - | N/A | N/A | N/A | N/A |
| Professional Services | 161,467 | 225,000 | 25,000 | 100,000 | (125,000) | -56% | 75,000 | 300% |
| Land | - | 500,000 | 500,000 | - | (500,000) | -100% | (500,000) | -100% |
| Construction Projects | 797,976 | 855,770 | 322,810 | 2,335,000 | 1,479,230 | 173% | 2,012,190 | 623% |
| Interfund Transfer To Fd 117 | 4,200 | - | - | - | N/A | N/A | N/A | N/A |
| Total Expenditure | 963,668 | 1,580,770 | 847,810 | 2,435,000 | 854,230 | 54% | 1,587,190 | 187% |
| Ending Balance | 560,496 | 199,730 | 1,005,500 | 750,500 | 550,770 | 276% | (255,000) | -25% |

| Description | 2015 Actual | 2016 Budget | 2016 Estimate | 2017 Budget | \$ Change 17-16 Budget | % Change 17-16 Budget | \$ Change 17-16 Estimate | % Change 17-16 Estimate |
|---------------------------------------|----------------|----------------|------------------|------------------|------------------------------|-----------------------------|--------------------------------|-------------------------------|
| Program 100 - Park Impact Fees | | | | | | | | |
| Beginning Balance | 206,505 | 336,920 | 336,920 | 1,154,380 | 817,460 | 243% | 817,460 | 243% |
| <u>Revenue</u> | | | | | | | | |
| Park Impact Fees | 129,340 | 136,410 | 815,860 | 435,340 | 298,930 | 219% | (380,520) | -47% |
| Investment Interest | 1,074 | 830 | 1,600 | 1,600 | 770 | 93% | - | 0% |
| Total Revenue | 130,413 | 137,240 | 817,460 | 436,940 | 299,700 | 218% | (380,520) | -47% |
| <u>Expenditure</u> | | | | | | | | |
| Professional Services | - | - | - | 500,000 | 500,000 | N/A | 500,000 | N/A |
| Total Expenditure | - | - | - | 500,000 | 500,000 | N/A | 500,000 | N/A |
| Ending Balance | 336,919 | 474,160 | 1,154,380 | 1,091,320 | 617,160 | 130% | (63,060) | -5% |

Rates of Pay

| Elected Officials | Minimum | Maximum |
|--|-----------|-----------|
| Council Member Position | \$ 12,000 | \$ 12,000 |
| Council President | 14,400 | 14,400 |
| Judge | 112,570 | 112,570 |
| Mayor | 118,361 | 118,361 |
| Non-Represented | Minimum | Maximum |
| Arts & Cultural Services Program Manager | 75,875 | 101,679 |
| Assistant Finance Director | 92,224 | 123,590 |
| Assistant Police Chief | 106,762 | 143,071 |
| Associate Planner | 65,542 | 87,833 |
| Building Official | 87,833 | 117,706 |
| Capital Projects Manager | 72,261 | 96,837 |
| City Clerk | 83,651 | 112,100 |
| City Engineer | 106,762 | 143,071 |
| Community Services & Economic Development Director | 112,100 | 150,226 |
| Court Administrator | 79,667 | 106,762 |
| Deputy Parks & Recreation Services Director | 92,224 | 123,590 |
| Development Services Director | 112,100 | 150,226 |
| Engineering Program Manager II | 75,875 | 101,679 |
| Executive Assistant Confidential | 59,450 | 79,667 |
| Executive Assistant To The Mayor | 62,422 | 83,651 |
| Facilities Manager | 83,651 | 112,100 |
| Finance Director | 112,100 | 150,226 |
| Fleet Manager | 75,875 | 101,679 |
| Human Resources Assistant | 38,605 | 51,728 |
| Senior Human Resources Analyst | 68,819 | 92,224 |
| Human Resources Director | 112,100 | 150,226 |
| Information Services Manager | 87,833 | 117,706 |
| Parks And Recreation Director | 112,100 | 150,226 |
| Parks Maintenance Manager | 75,875 | 101,679 |
| Planning Manager | 92,224 | 123,590 |
| Police Chief | 123,590 | 165,624 |
| Public Disclosure & Records Management Specialist | 44,363 | 59,450 |
| Public Works & Utilities Director | 117,706 | 157,736 |
| Recycling Coordinator | 59,450 | 79,667 |
| Safety & Risk Coordinator (part-time) | 22,182 | 29,725 |
| Senior Planner | 72,261 | 96,837 |
| Senior Utilities Engineer | 92,224 | 123,590 |
| Stormwater Engineer | 79,667 | 106,762 |
| Street/Storm Manager | 87,833 | 117,706 |
| Transportation Engineer | 83,651 | 112,100 |
| Wastewater Treatment Plant Manager | 96,837 | 129,771 |
| Wastewater Treatment Plant Supervisor | 79,667 | 106,762 |
| Water/Sewer Manager | 87,833 | 117,706 |

Rates of Pay

| Police Non-Commissioned | Minimum | Maximum |
|---------------------------------------|-----------|-----------|
| Animal Control Officer | \$ 50,532 | \$ 68,819 |
| Domestic Violence Coordinator | 24,242 | 30,056 |
| Part Time Administrative Assistant | 21,438 | 26,592 |
| Part Time Parking Enforcement Officer | 21,438 | 26,592 |
| Police Services Assistant | 45,600 | 56,544 |
| Property Officer/Evidence Technician | 48,300 | 59,868 |
| Senior Animal Control Officer | 53,676 | 66,624 |

| Police Guild | Minimum | Maximum |
|---------------------------------|---------|---------|
| Administrative Sergeant | 95,580 | 97,372 |
| Corporal | 86,316 | 88,368 |
| Detective Corporal | 89,769 | 91,903 |
| Police Officer 1st Class | 69,372 | 82,200 |
| Police Officer 2nd Class | 62,796 | 65,040 |
| Professional Standards Sergeant | 95,580 | 97,372 |
| Sergeant | 92,796 | 94,536 |

| Teamsters | Minimum | Maximum |
|--|---------|---------|
| Building Maintenance Operator | 56,720 | 68,972 |
| Cemetery Sexton | 59,548 | 72,449 |
| City Electrician | 65,704 | 79,866 |
| Custodian | 40,331 | 48,984 |
| Lead Custodian | 48,984 | 59,548 |
| Maintenance Custodian | 42,338 | 51,457 |
| Mechanic | 56,720 | 68,972 |
| Parks Maintenance Lead Worker | 65,704 | 79,866 |
| Parks Maintenance Worker | 46,610 | 56,720 |
| Parks Maintenance Mechanic | 56,720 | 68,972 |
| Senior Parks Maintenance Worker-Horticulturist | 54,003 | 65,704 |
| Senior Parks Maintenance Worker | 54,003 | 65,704 |
| Sewer Maintenance Lead Worker | 65,704 | 79,866 |
| Sewer Maintenance Worker | 48,984 | 59,548 |
| Senior Sewer Maintenance Worker | 62,485 | 76,084 |
| Senior Storm GIS Technician/Maintenance Worker | 56,720 | 68,972 |
| Senior Storm Maintenance Worker | 54,003 | 65,704 |
| Senior Street Maintenance Worker | 54,003 | 65,704 |
| Senior Water Maintenance Worker | 54,003 | 65,704 |
| Senior Mechanic | 59,548 | 72,449 |
| Stormwater Maintenance Lead Worker | 65,704 | 79,866 |
| Storm Maintenance Worker | 46,610 | 56,720 |
| Street Maintenance Lead Worker | 65,704 | 79,866 |
| Traffic Control Technician | 56,720 | 68,972 |

Rates of Pay

| Teamsters (Continued) | Minimum | Maximum |
|--|---------|---------|
| Water Maintenance Lead Worker | 65,704 | 79,866 |
| Water Maintenance Worker | 48,984 | 59,548 |
| Water Meter Reader | 44,431 | 54,003 |
| Water Quality Control Technician | 59,548 | 72,449 |
| WWTP Instrument Technician/Plant Electrician | 62,485 | 76,084 |
| WWTP Laboratory Technician | 62,485 | 76,084 |
| WWTP Pre-Treatment Technician | 62,485 | 76,084 |
| WWTP Lead Operator | 65,704 | 79,866 |
| WWTP Maintenance Mechanic | 65,704 | 79,866 |
| WWTP Senior Mechanic | 59,548 | 72,449 |
| WWTP Operator | 59,548 | 72,449 |

| SEIU | Minimum | Maximum |
|--|---------|---------|
| Accountant | 71,112 | 88,188 |
| Accounting Specialist | 52,704 | 65,352 |
| Administrative Assistant | 52,704 | 65,352 |
| Business License Clerk | 47,136 | 58,428 |
| Code Enforcement Officer | 62,808 | 77,832 |
| Combination Building Inspector | 64,680 | 80,172 |
| Community Services Program Coordinator | 62,808 | 77,832 |
| Court Clerk | 47,136 | 58,428 |
| Deputy City Clerk | 52,704 | 65,352 |
| Engineering Technician II | 59,208 | 73,404 |
| Engineering Technician III | 67,068 | 83,148 |
| Environmental Education & Sustainability Coordinator | 67,068 | 83,148 |
| Executive Assistant | 55,992 | 69,468 |
| GIS Analyst | 71,112 | 88,188 |
| Information Systems Specialist | 67,068 | 83,148 |
| Lead Court Clerk | 52,704 | 65,352 |
| Office Coordinator | 55,992 | 69,468 |
| PC Support Technician | 59,208 | 73,404 |
| Permit Coordinator | 52,704 | 65,352 |
| Plans Examiner | 64,056 | 79,392 |
| Probation Officer | 55,992 | 69,468 |
| Recreation Coordinator | 67,068 | 83,148 |
| Recreation Leader - Preschool | 35,160 | 43,560 |
| Recreation Leader - Gymnastics | 17,580 | 21,780 |
| Recreation Leader - Interpretive Specialist | 17,580 | 21,780 |
| Senior Building Inspector | 71,112 | 88,188 |
| Senior Construction Inspector | 67,068 | 83,148 |
| Senior Permit Coordinator | 59,208 | 73,404 |
| Senior Office Specialist | 44,268 | 54,888 |
| Stormwater Technician | 59,208 | 73,404 |

| Contract Positions | Minimum | Maximum |
|---------------------------------|---------|---------|
| Legislative/Executive Assistant | 64,480 | 64,480 |