City of Edmonds, Washington
2017 Proposed 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

City of Edmonds -- 121 Fifth Avenue North -- Edmonds, WA 98020 -- 425.775.2525

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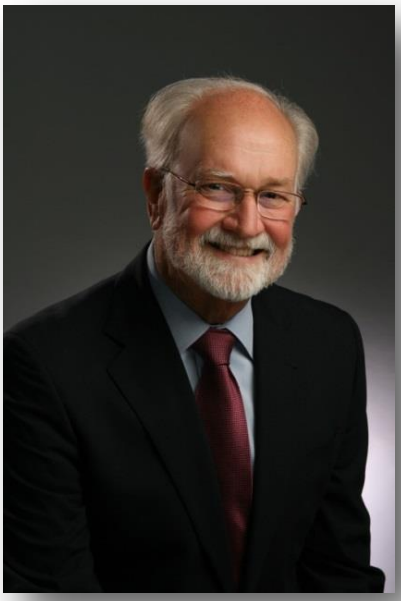


2017 Budget Message

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. _____

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, 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, which is also hereby adopted by this reference, 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. 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:
PASSED BY THE CITY COUNCIL:
PUBLISHED:
EFFECTIVE DATE:
ORDINANCE NO. _____

SUMMARY OF ORDINANCE NO. _____

of the City of Edmonds, Washington

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

> 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

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

DATED this ____ day of _____, 2016.

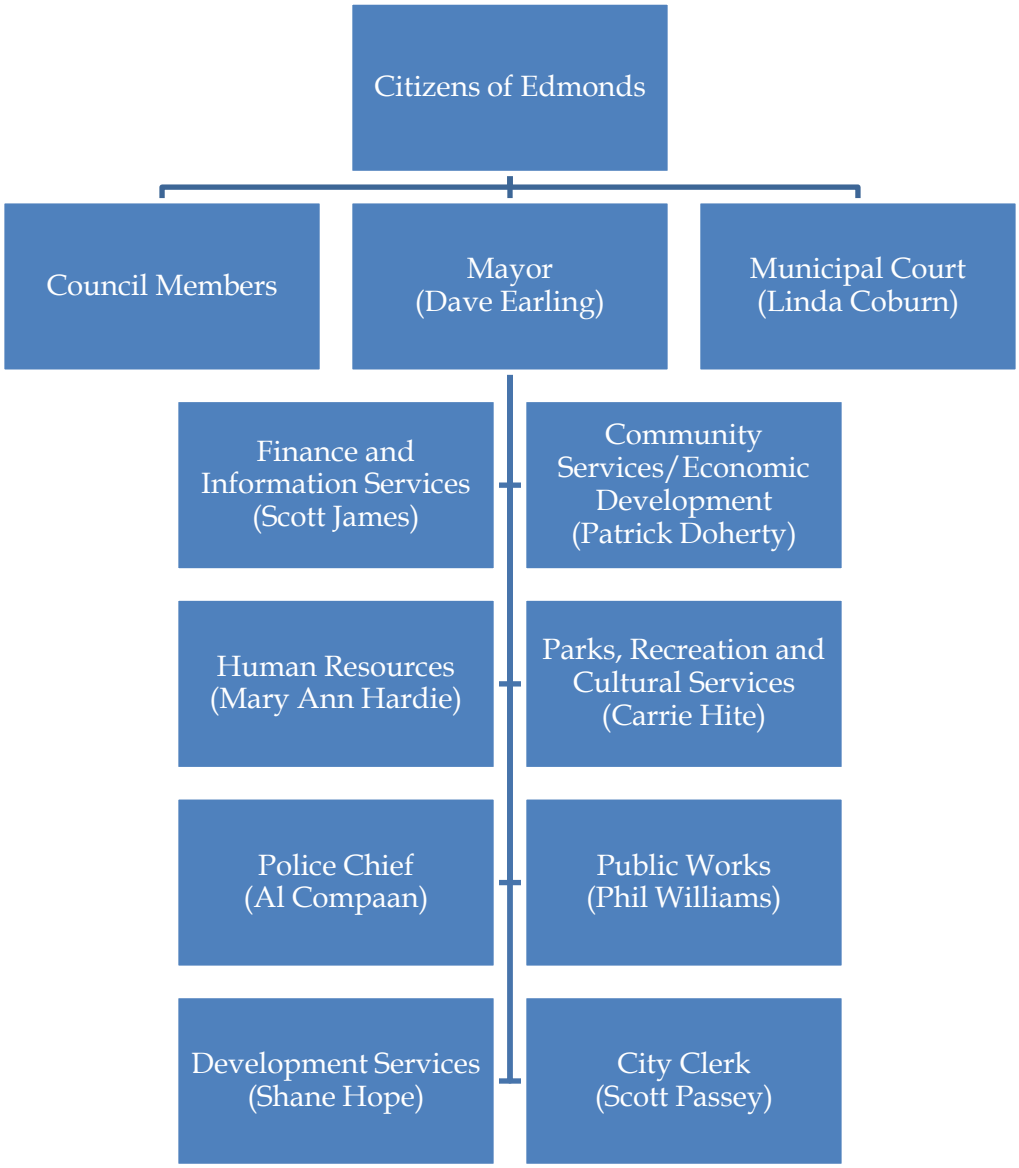
_____
CITY CLERK, SCOTT PASSEY

EXHIBIT "A" 2016 BUDGET SUMMARY BY FUND

Fund No.	Fund Description	Revenue	Expenditure	Difference (Rev - Exp) *
001	General Fund	$ 37,753,480	$ 39,658,740	$ (1,905,260)
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	1,772,200	1,910,760	(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	**$ 82,411,530**	**$ 97,368,440**	**$ (14,956,910)**

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

City of Edmonds, Washington
2017 Organization Chart



CITY OFFICIALS

2017 CITY COUNCIL

Council President (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 #6)	Thomas Mesaros
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

General, Risk & Contingency Funds	2014 Actual	2015 Actual	2016 Projection	2017 Outlook	2018 Outlook	2019 Outlook	2020 Outlook	2021 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
Intergovenrmental	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

General, Risk & Contingency Funds	2014 Actual	2015 Actual	2016 Projection	2017 Outlook	2018 Outlook	2019 Outlook	2020 Outlook	2021 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	2014 Actual	2015 Actual	2016 Projection	2017 Outlook	2018 Outlook	2019 Outlook	2020 Outlook	2021 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**
Fund Balance as a % of General, Risk & Contingency Fund Revenues	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	67.0
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	223.9

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	$ 39,280,321	$ 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	28,110	737,440	44,650	(692,790)	-93.95%
	013	Multimodal Transportation	464	-	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	42,103,861	42,232,030	38,540,590	(3,691,440)	-8.74%
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	1,760,500	1,869,490	1,772,200	(97,290)	-5.20%
	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	106,008	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	1,102,000	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	1,352,240	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	14,817,955	11,130,380	13,626,820	2,496,440	22.43%
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)	-56.73%
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)	-0.94%
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	$ 87,432,326	$ 83,888,010	$ 82,411,530	$ (1,476,480)	-1.76%

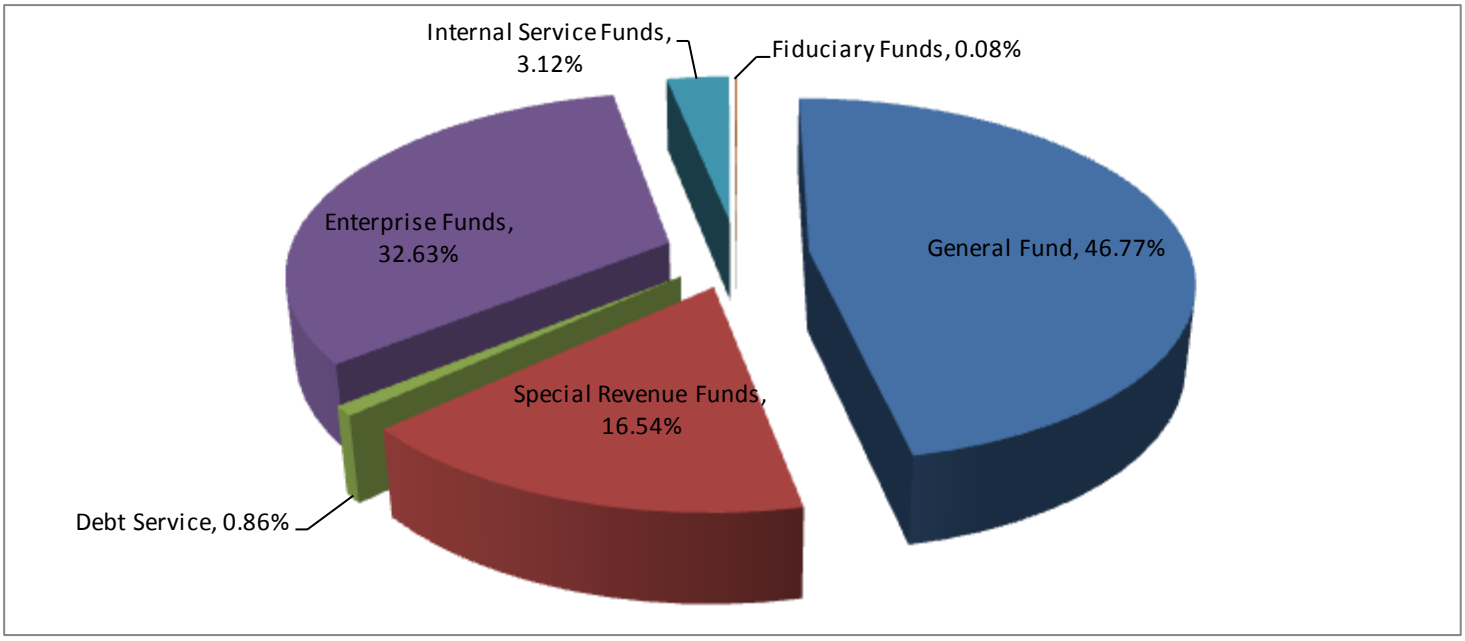
2017 EXPENDITURE SUMMARY - ALL FUNDS

		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	$ 41,011,287	$ 41,078,610	$ 39,658,740	$ (1,419,870)	-3.46%
	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)	-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	44,491,167	43,447,990	40,439,600	(3,008,390)	-6.92%
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	1,716,120	1,793,490	1,910,760	117,270	6.54%
	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	31,500	31,500	34,700	3,200	10.16%
	125	REET 2	1,289,977	2,100,565	1,115,660	2,476,000	1,360,340	121.93%
	126	Special Capital/Parks Acquisition	313,656	2,750,000	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	1,575,770	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	17,734,327	10,228,780	16,154,970	5,926,190	57.94%
DEBT SERVICE FUNDS	211	LID Control Fund	28,567	14,400	22,000	16,450	(5,550)	-25.23%
	213	LID Guaranty Fund	-	-	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	1,641,320	1,754,070	712,280	(1,041,790)	-59.39%
ENTERPRISE FUNDS	421	Water Utility Fund	7,528,588	12,717,507	9,464,340	12,745,260	3,280,920	34.67%
	422	Storm Utility Fund	4,185,406	8,057,048	6,116,210	7,495,330	1,379,120	22.55%
	423	Sewer/WWTP Utility Fund	10,823,356	17,921,050	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	40,686,525	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	$ 106,584,769	$ 91,542,290	$ 97,368,440	$ 5,826,150	6.36%

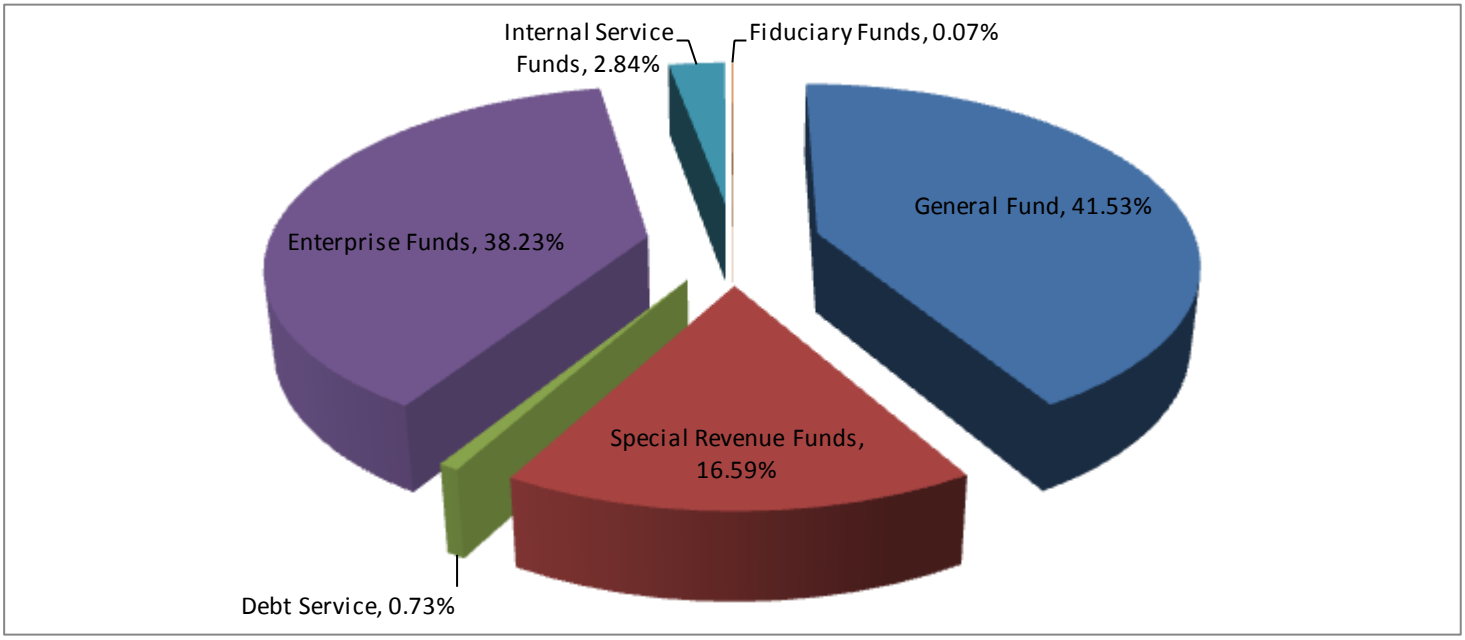
2017 BUDGET SUMMARY - ALL FUNDS

		Fund	Beginning Fund Balance	2017 Revenue	2017 Expenditures	Ending Fund Balance
GENERAL FUND	001	General Fund	$ 7,289,027	$ 37,753,480	$ 39,658,740	$ 5,383,767
	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	40,439,600	12,579,582
SPECIAL REVENUE FUNDS	104	Drug Enforcement Fund	152,452	130,000	76,030	206,422
	111	Street Fund	590,447	1,772,200	1,910,760	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	13,626,820	16,154,970	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	-
	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	$ 82,411,530	$ 97,368,440	$ 78,277,510

Budgeted Revenues by Fund (All Funds) – 2017



Budgeted Expenditures by Fund (All Funds) – 2017



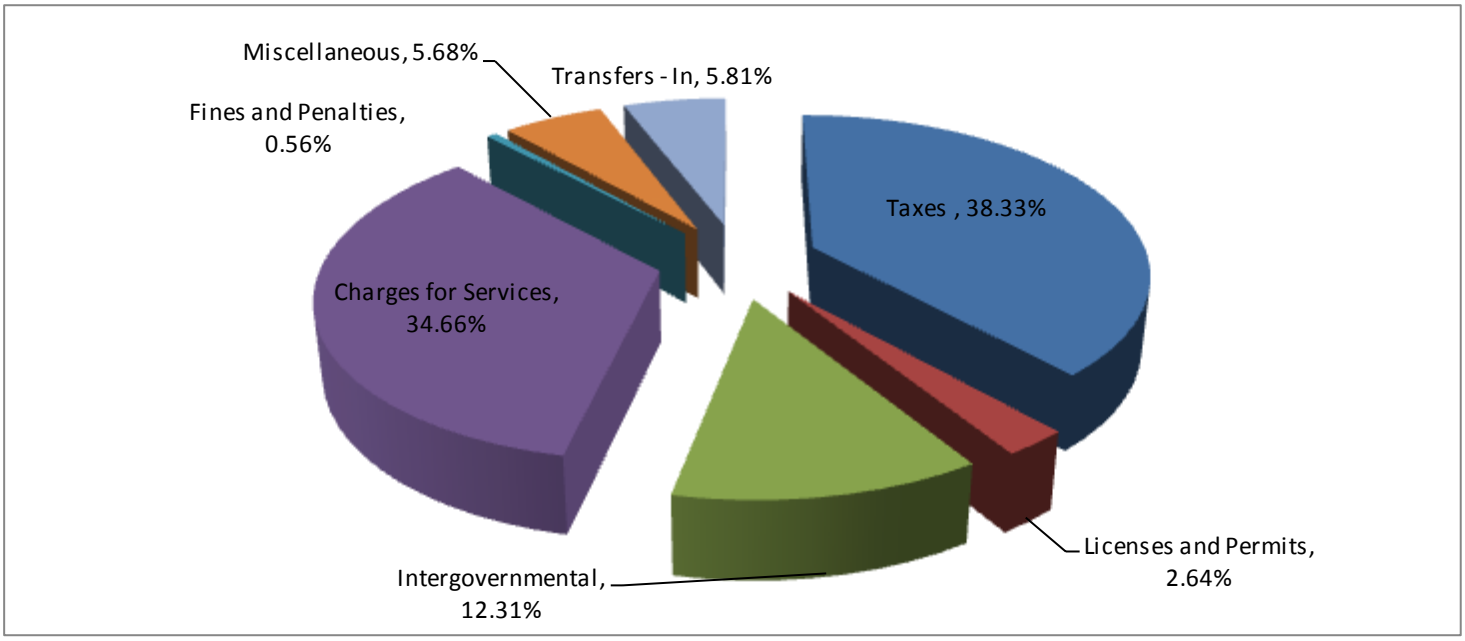
CHANGE IN ENDING FUND BALANCE - ALL FUNDS

		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	$ (1,905,260)	$ 5,383,767	-26.14%
	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	(1,899,010)	12,579,582	-13.12%
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	$ (14,956,910)	$ 78,277,510	-16.04%

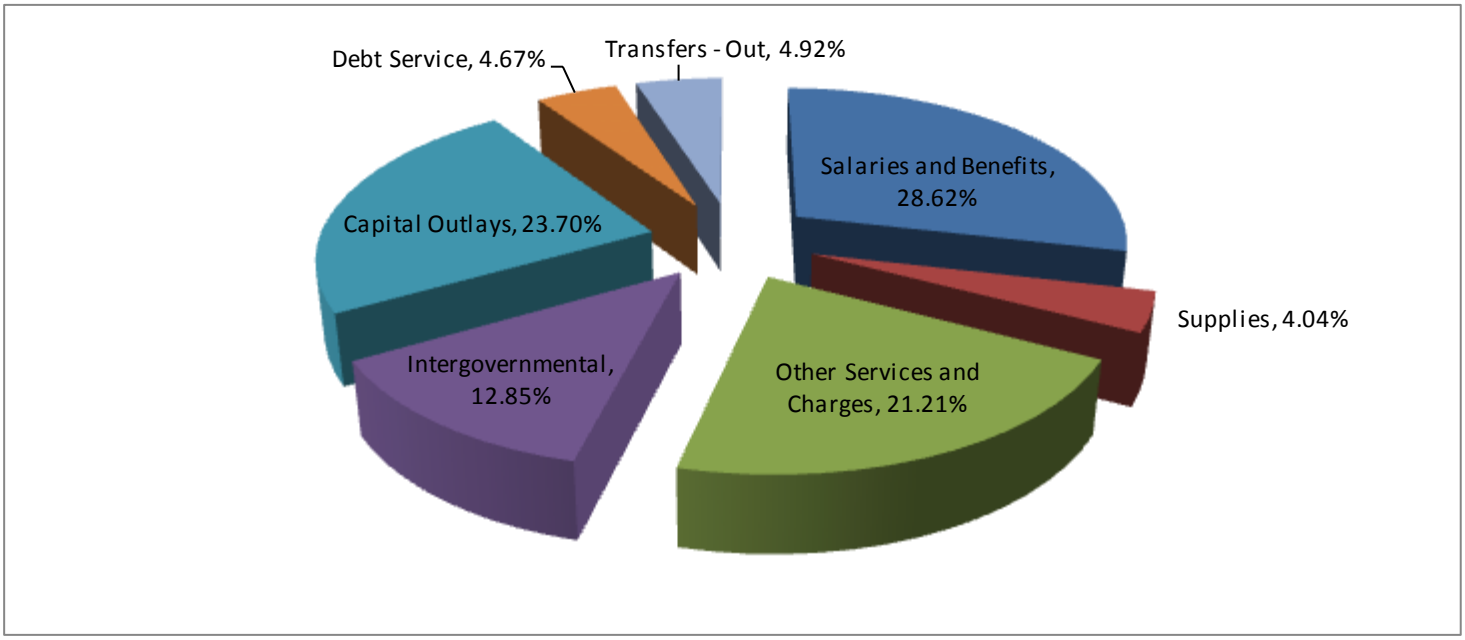
REVENUE SUMMARY - ALL FUNDS

	2014 Actual	2015 Actual	2016 Estimate	2017 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	4,788,720
Other Financing	2,763,314	-	-	-
Total Revenues & Transfers	**73,474,037**	**77,000,436**	**83,888,010**	**82,411,530**
Total Resources Available	120,237,690	125,059,129	147,655,706	138,524,946
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**	**$ 175,645,950**

Percentage Revenue Budget by Type (All Funds) – 2017



Percentage Expenditure Budget by Type (All Funds) – 2017



EXPENDITURE SUMMARY - ALL FUNDS

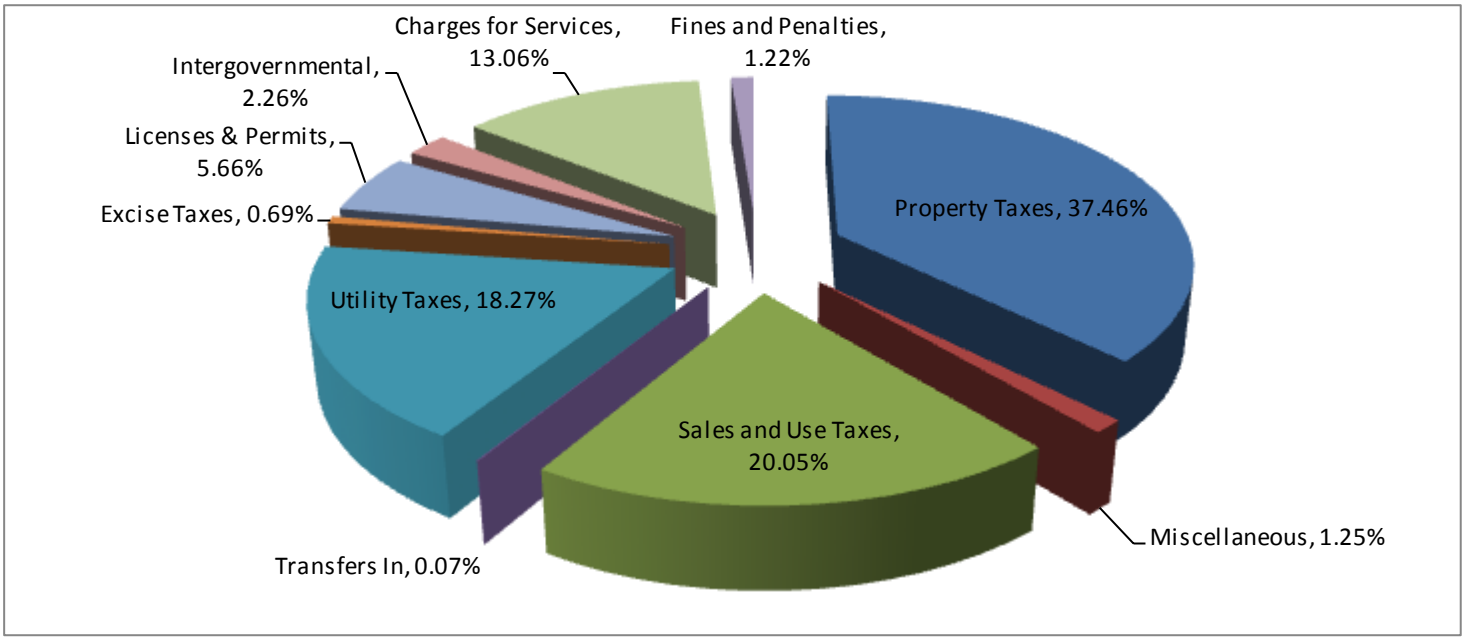
	2014 Actual	2015 Actual	2016 Estimate	2017 Budget
EXPENDITURE				
Salaries	$ 16,627,902	17,455,153	$ 18,409,910	$ 19,907,060
Benefits	6,662,215	6,978,474	7,492,880	7,956,670
Total Salaries and Benefits	**23,290,117**	**24,433,626**	**25,902,790**	**27,863,730**
Total Supplies	**3,560,358**	**3,238,312**	**3,661,060**	**3,930,610**
Professional Services	4,158,602	6,819,416	11,195,180	11,934,750
Communication	242,885	270,622	300,350	333,790
Travel	32,294	43,181	65,490	70,510
Advertising	72,545	-	-	-
Excise Taxes	5,637	593,275	550,000	571,500
Rental/Lease	1,617,265	1,645,601	1,704,110	2,678,330
Insurance	739,848	793,866	891,270	979,950
Utilities	1,646,596	1,953,961	1,971,930	2,009,130
Repairs & Maintenance	1,399,138	1,024,276	1,077,340	1,219,290
Miscellaneous	1,047,480	1,155,635	747,940	852,730
Total Other Services and Charges	**10,962,290**	**14,299,833**	**18,503,610**	**20,649,980**
Total Intergovernmental Services	**13,805,017**	**12,031,124**	**13,771,800**	**12,511,930**
Total Capital Outlays	**3,610,922**	**7,365,513**	**16,747,040**	**23,078,230**
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**	**92,579,720**
Transfers Out	4,031,633	3,357,683	7,476,490	4,788,720
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**	**97,368,440**
Ending Cash Balance	48,058,693	63,767,696	56,113,416	41,156,506
Esimated 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**	**78,277,510**
Total All Uses with Fund Balance	**$ 167,677,922**	**175,791,489**	**$ 184,776,706**	**$ 175,645,950**

2017 General Fund Revenue

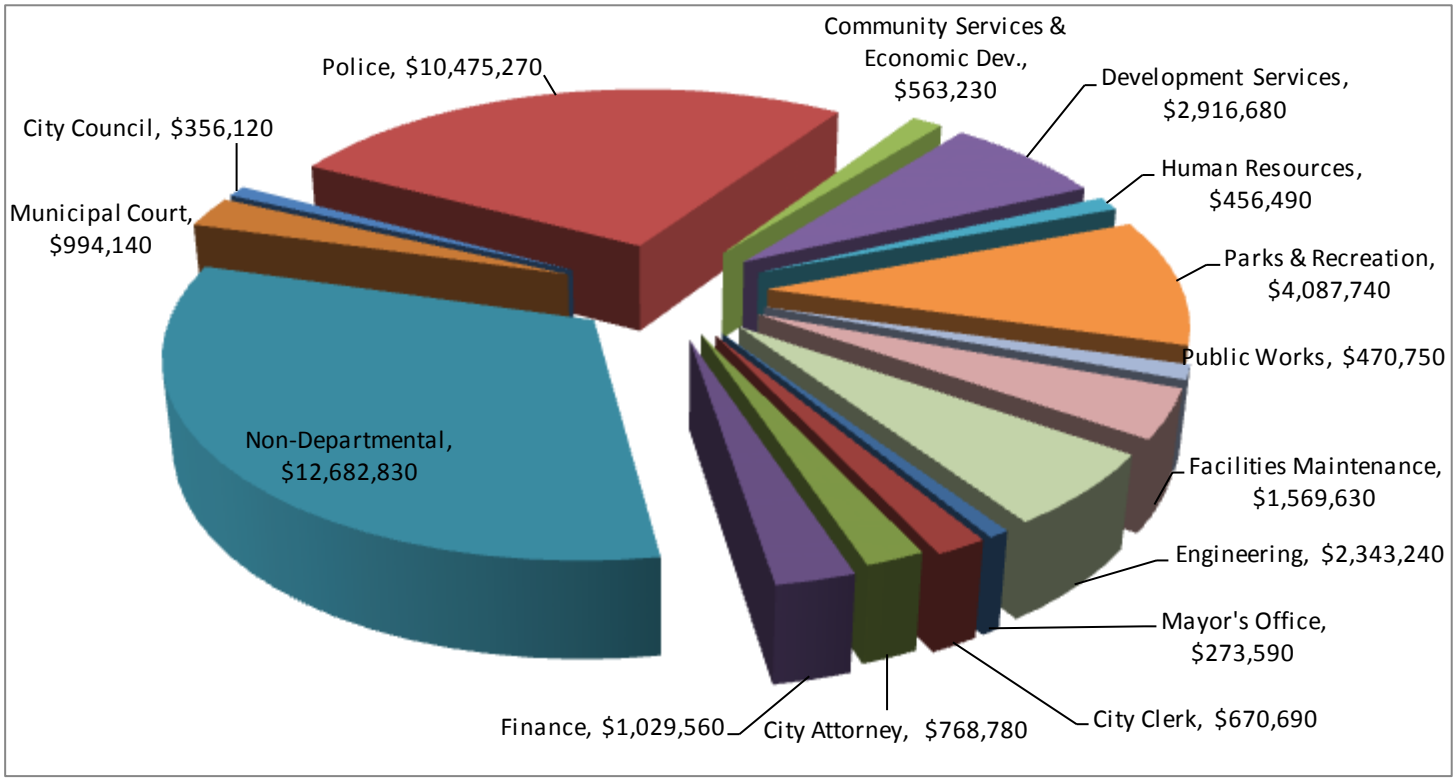
General Fund revenue for 2017, excluding fund balances, is $37.8 million; a decrease of 3.22% from the 2016 year-end estimate.

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	$ 356,120	41.60%	17.25%
Mayor's Office	235,609	244,596	251,288	260,480	273,590	3.66%	5.03%
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	768,780	11.04%	3.67%
Non-Departmental	11,061,295	17,247,780	12,614,950	15,325,320	12,682,830	21.49%	-17.24%
Police	8,949,272	8,718,900	9,009,589	9,525,020	10,475,270	5.72%	9.98%
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	4,087,740	7.46%	9.33%
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	1,569,630	1.19%	7.23%
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**	**$ 39,658,740**	**14.34%**	**-3.46%**

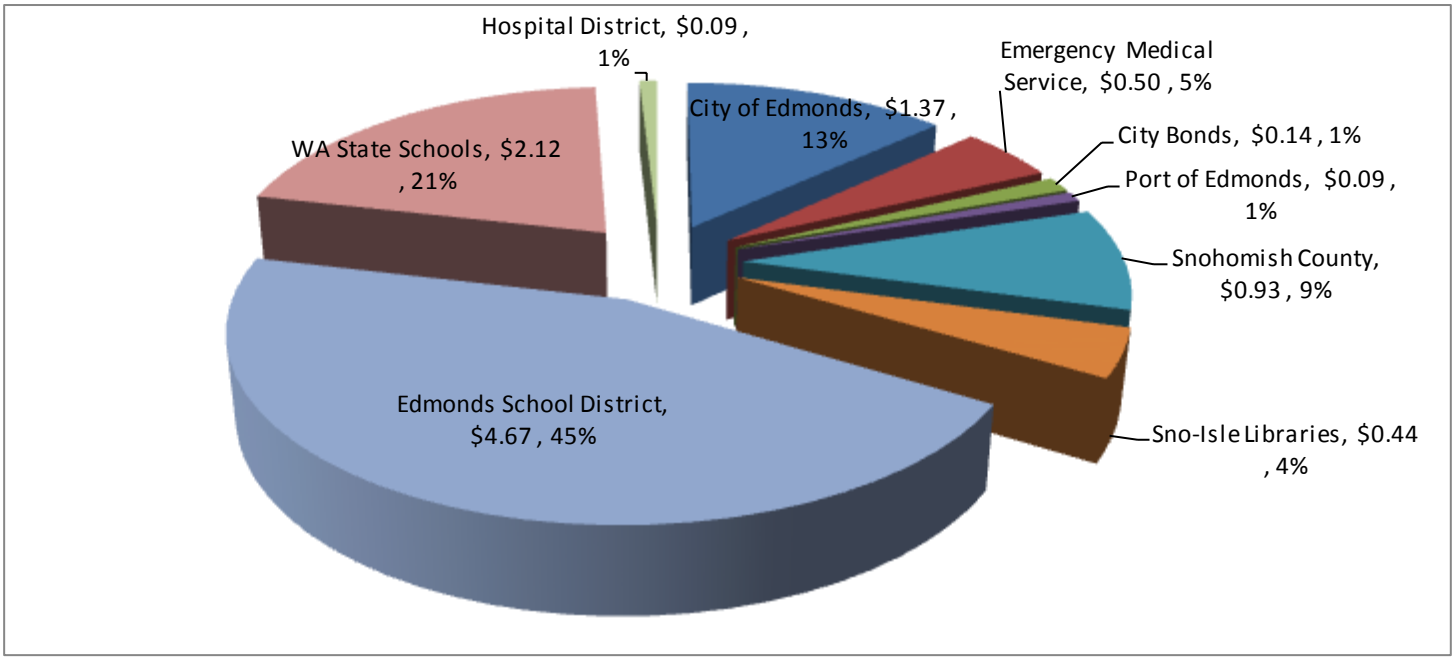
Significant General Fund Changes include:

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	Digitzation 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 maintenence	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**	**-**	**-**

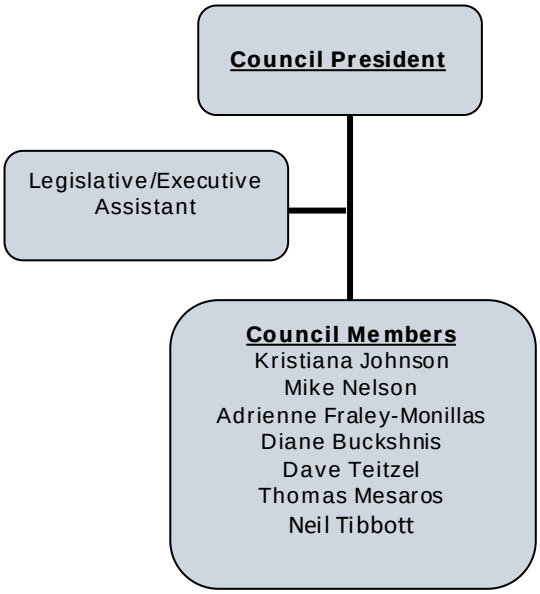
Sewer Utility Fund (423)						
21	Development Services	Increase Permit Coordinator to Full Time	N	2,720		
38	Sewer Utility Fund	Desk Systems, 3 sit/stand	Y	1,730		
61	Sewer Utility Fund	Portable Maintenance Management Technology	N	3,000		
65	Sewer Utility Fund	Replace 4 Confined Space Ventilation Blowers	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**

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:

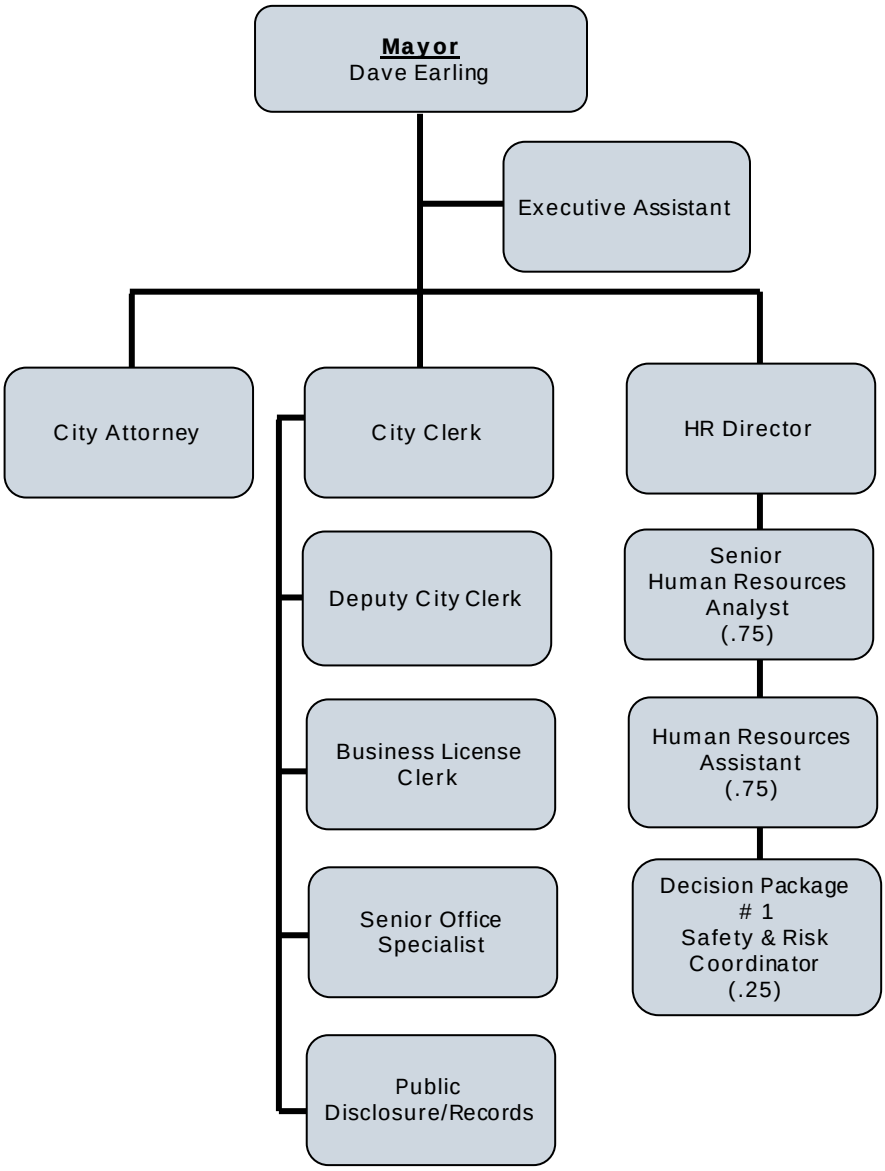
The increase to Salaries and Benefits is due to the Council Executive Assistant increasing from a 0.5 time FTE to a fulltime FTE.

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.

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

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	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	47,160	-	0%	-	0%
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	27,000	27,000	20,000	(7,000)	-26%	(7,000)	-26%
	214,501	295,500	303,730	356,120	60,620	21%	52,390	17%

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	273,590	13,340	5%	13,110	5%
Human Resources	368,765	462,040	455,420	456,490	(5,550)	-1%	1,070	0%
City Clerk	572,963	589,290	591,210	670,690	81,400	14%	79,480	13%
City Attorney	667,843	741,560	741,560	768,780	27,220	4%	27,220	4%
	1,860,858	2,053,140	2,048,670	2,169,550	116,410	6%	120,880	6%

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	748,520	745,440	775,490	26,970	4%	30,050	4%
Overtime	1,692	-	-	1,000	1,000	N/A	1,000	N/A
Benefits	237,026	250,870	253,460	269,500	18,630	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	877,090	(8,780)	-1%	(8,780)	-1%
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	2,053,140	2,048,670	2,169,550	116,410	6%	120,880	6%

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.

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

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	197,135	197,160	197,480	199,120	1,960	1%	1,640	1%
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	273,590	13,340	5%	13,110	5%

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 Actual	2016 Budget	2016 Estimate	2017 Budget	$ Change 17-16 Budget	% Change 17-16 Budget	$ Change 17-16 Estimate	% Change 17-16 Estimate
Salaries	329,148	324,480	329,000	326,390	1,910	1%	(2,610)	-1%
Overtime	1,692	-	-	1,000	1,000	N/A	1,000	N/A
Benefits	120,973	129,300	130,680	140,440	11,140	9%	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	589,290	591,210	670,690	81,400	14%	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

None

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

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
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	231,630	6,750	3%	6,750	3%
Miscellaneous	-	-	-	-	N/A	N/A	N/A	N/A
	667,843	741,560	741,560	768,780	27,220	4%	27,220	4%

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%**
Revenue								
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%
Expenditure								
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%**
Revenue								
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%
Expenditure								
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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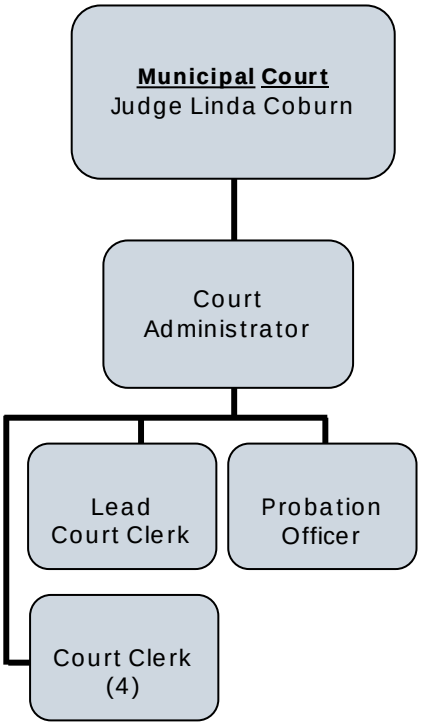
Fund:	General		Fund #:	001
Department:	Municipal Court		Department #:	23
Cost Center	Municipal Court		Cost Center #:	512.50 & 523.30



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.

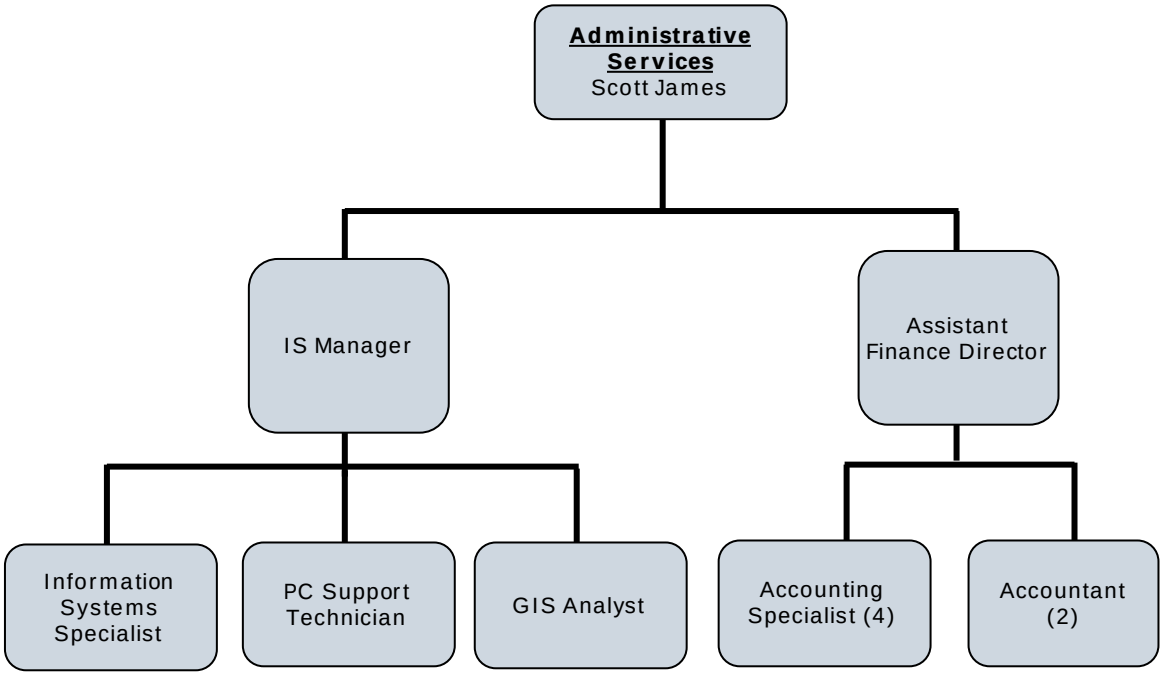
Decision package #4 added $20,000 to 2017 costs for a paperless court.

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 Actual	2016 Budget	2016 Estimate	2017 Budget	$ Change 17-16 Budget	% Change 17-16 Budget	$ Change 17-16 Estimate	% Change 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	840,910	844,830	-	(840,910)	-100%	(844,830)	-100%
	1,624,960	1,839,930	1,794,990	1,029,560	(810,370)	-44%	(765,430)	-43%

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	793,630	892,390	867,840	696,560	(195,830)	-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	43,050	41,450	7,350	(35,700)	-83%	(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	242,680	242,680	38,500	(204,180)	-84%	(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	1,839,930	1,794,990	1,029,560	(810,370)	-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 Actual	2016 Budget	2016 Estimate	2017 Budget	$ Change 17-16 Budget	% Change 17-16 Budget	$ Change 17-16 Estimate	% Change 17-16 Estimate
Salaries	546,314	640,150	611,680	696,560	56,410	9%	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	38,500	38,500	38,500	-	0%	-	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 Actual	2016 Budget	2016 Estimate	2017 Budget	$ Change 17-16 Budget	% Change 17-16 Budget	$ Change 17-16 Estimate	% Change 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 Actual	2016 Budget	2016 Estimate	2017 Budget	$ Change 17-16 Budget	% Change 17-16 Budget	$ Change 17-16 Estimate	% Change 17-16 Estimate
Salaries	247,316	252,240	256,160	0	(252,240)	-100%	(256,160)	-100%
Overtime	342	2,000	2,000	0	(2,000)	-100%	(2,000)	-100%
Benefits	80,199	83,200	83,200	0	(83,200)	-100%	(83,200)	-100%
Supplies	5,242	35,200	35,200	0	(35,200)	-100%	(35,200)	-100%
Small Equipment	72,153	93,000	93,000	0	(93,000)	-100%	(93,000)	-100%
Professional Services	50,430	82,100	82,100	0	(82,100)	-100%	(82,100)	-100%
Communications	29,745	44,800	44,800	0	(44,800)	-100%	(44,800)	-100%
Travel	6	800	800	0	(800)	-100%	(800)	-100%
Rental/Lease	0	0	0	0	N/A	N/A	N/A	N/A
Interfund Rental	3,804	4,000	4,000	0	(4,000)	-100%	(4,000)	-100%
Repair/Maintenance	112,998	196,580	196,580	0	(196,580)	-100%	(196,580)	-100%
Miscellaneous	77,262	6,990	6,990	0	(6,990)	-100%	(6,990)	-100%
Machinery/Equipment	78,838	40,000	40,000	0	(40,000)	-100%	(40,000)	-100%
	758,336	840,910	844,830	-	(840,910)	-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.

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

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
Council Contingency	-	-	-	100,000	100,000	N/A	100,000	N/A
Public Defender	284,584	312,580	312,580	330,080	17,500	6%	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	-	100,000	-	100,000	-	0%	100,000	N/A
Liability & Property Ins.	418,367	534,440	538,750	600,850	66,410	12%	62,100	12%
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	8,327,000	8,327,000	7,713,000	(614,000)	-7%	(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%
Alcoholism Intergovtl Svc	9,637	9,000	9,500	10,000	1,000	11%	500	5%
Senior Center	60,000	60,000	60,000	60,000	-	0%	-	0%
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	22,380	22,380	20,770	(1,610)	-7%	(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
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	-	N/A	N/A	(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	400,000	-	0%	-	0%
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	15,000	15,000	15,000	-	0%	-	0%
Transfer to Fund 132	200,000	110,000	110,000	-	(110,000)	-100%	(110,000)	-100%
	12,614,950	14,956,000	15,325,320	12,682,830	(2,273,170)	(4)	(2,642,490)	(4)

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%**
Revenue								
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%
Expenditure								
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%**
Revenue								
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%
Expenditures								
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 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	**5,445,336**	**4,677,030**	**4,677,030**	**5,414,470**	**737,440**	**16%**	**737,440**	**16%**
Revenue								
Investment Interest	31,694	28,110	28,000	28,200	90	0%	200	1%
Interfund Transfer	-	-	709,440	16,450	16,450	N/A	(692,990)	-98%
Total Revenue	31,694	28,110	737,440	44,650	16,540	59%	(692,790)	-94%
Expenditures								
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**	**3,905,140**	**5,414,470**	**5,459,120**	**1,553,980**	**40%**	**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%**
Revenue								
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%
Expenditures								
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. There was 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 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	**9,843**	**9,650**	**9,650**	**2,050**	**(7,600)**	**-79%**	**(7,600)**	**-79%**
Revenue								
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%
Expenditure								
Interfund Transfer	28,567	14,400	22,000	16,450	2,050	14%	(5,550)	-25%
Total Expenditures	28,567	14,400	22,000	16,450	2,050	14%	(5,550)	-25%
Ending Balance	**9,655**	**9,650**	**2,050**	**-**	**(9,650)**	**-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 in the 2016 3rd quarter budget amendment that these funds be transferred to the Contingency Reserve Fund and this 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%**
Revenue								
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
Expenditures	-	-	105,140	-	N/A	N/A	(105,140)	-100%
Total Expenditures	-	-	105,140	-	N/A	N/A	(105,140)	-100%
Ending Balance	**105,135**	**119,540**	**-**	**-**	**(119,540)**	**-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%**
Revenue								
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%
Expenditure								
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 debt 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	**-**	**-**	**-**	**-**	**N/A**	**N/A**	**N/A**	**N/A**
Revenue								
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%
Expenditure								
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**
Revenue								
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
Expenditures								
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 Maintenanc	-	-	-	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

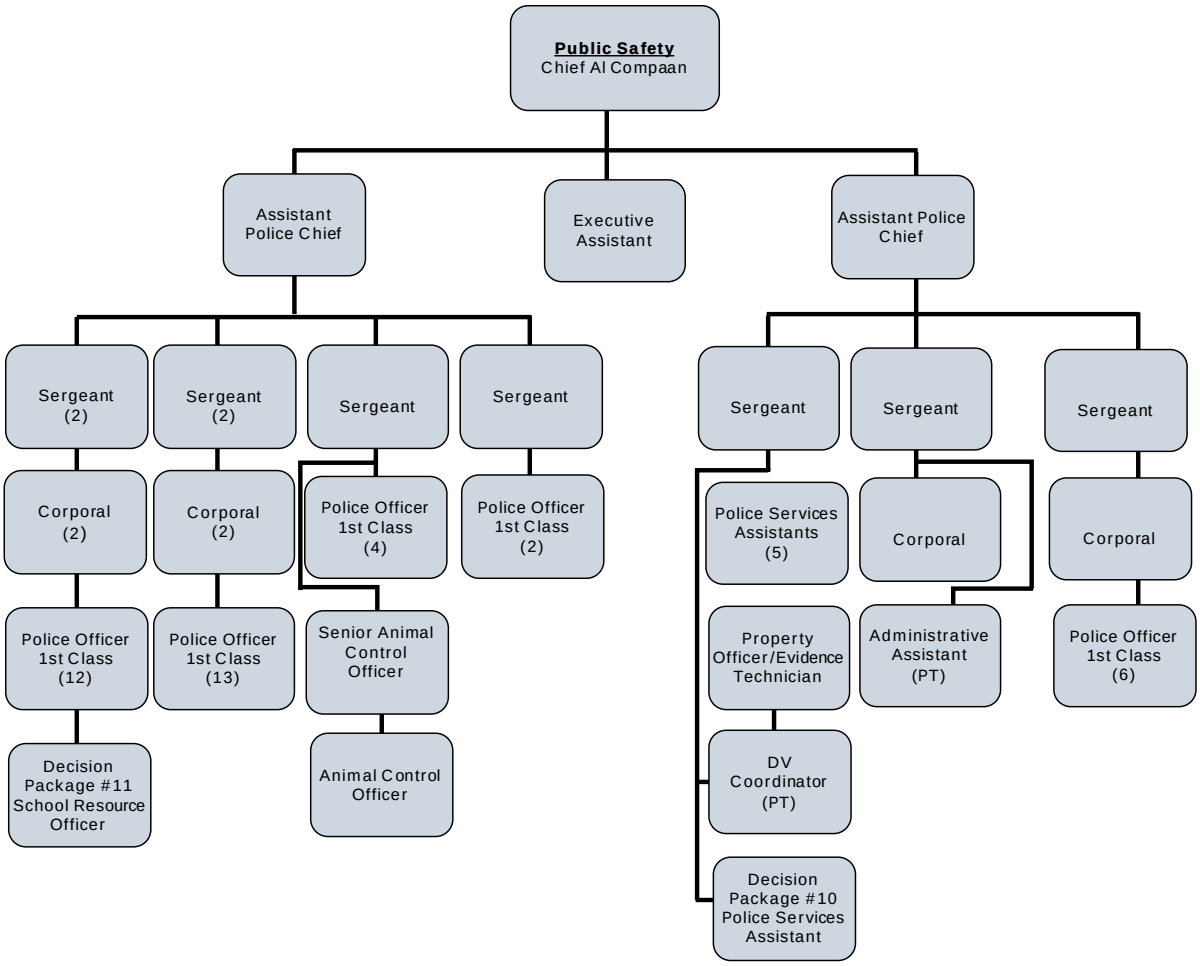
This fund was established to provide retirement pensions and medical benefits to retired City firefighters who left service prior to the establishment of the statewide Law Enforcement Officer and Firefighter (LEOFF) retirement system. This entire fund may be expended by the Firemen's Pension Board as 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%**
Revenue								
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%
Expenditure								
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



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

Mission

The mission of the Edmonds Police Department is:

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

Core Values

The Edmonds Police are committed to the following core values:

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

Vision

We Are:

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

We Will:

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

We Strive:

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

Purpose

Enforce local and state laws and keep 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 17-16 Budget	% Change 17-16 Budget	$ Change 17-16 Estimate	% Change 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	1,191,520	1,208,820	1,235,600	44,080	4%	26,780	2%
Patrol	4,811,857	5,172,420	5,182,770	5,590,620	418,200	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	267,330	234,970	247,950	(19,380)	-7%	12,980	6%
Traffic	599,803	645,600	628,540	631,820	(13,780)	-2%	3,280	1%
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	9,633,050	9,525,020	10,475,270	842,220	9%	950,250	10%

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	5,293,985	5,778,330	5,694,290	6,186,390	408,060	7%	492,100	9%
Overtime	505,364	396,240	433,550	454,780	58,540	15%	21,230	5%
Holiday Buyback	181,601	217,790	205,200	225,430	7,640	4%	20,230	10%
Benefits	2,066,103	2,220,940	2,210,520	2,322,900	101,960	5%	112,380	5%
Uniforms	60,045	80,310	70,500	73,420	(6,890)	-9%	2,920	4%
Supplies	79,480	86,730	80,200	88,500	1,770	2%	8,300	10%
Small Equipment	41,391	24,900	22,860	23,400	(1,500)	-6%	540	2%
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%
	9,009,589	9,633,050	9,525,020	10,475,270	842,220	9%	950,250	10%

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 Guilding 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 17-16 Budget	% Change 17-16 Budget	$ Change 17-16 Estimate	% Change 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 17-16 Budget	% Change 17-16 Budget	$ Change 17-16 Estimate	% Change 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 17-16 Budget	% Change 17-16 Budget	$ Change 17-16 Estimate	% Change 17-16 Estimate
Salaries	735,609	760,390	763,800	785,450	25,060	3%	21,650	3%
Overtime	41,143	39,000	39,000	39,000	-	0%	-	0%
Holiday Buyback	29,592	31,670	27,680	31,670	-	0%	3,990	14%
Benefits	281,972	286,690	312,500	295,450	8,760	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	1,191,520	1,208,820	1,235,600	44,080	4%	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 17-16 Budget	% Change 17-16 Budget	$ Change 17-16 Estimate	% Change 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	266,500	314,810	324,500	58,000	22%	9,690	3%
Holiday Buyback	104,654	128,520	124,740	132,570	4,050	3%	7,830	6%
Benefits	1,152,006	1,232,530	1,220,430	1,278,180	45,650	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	5,172,420	5,182,770	5,590,620	418,200	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 17-16 Budget	% Change 17-16 Budget	$ Change 17-16 Estimate	% Change 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 17-16 Budget	% Change 17-16 Budget	$ Change 17-16 Estimate	% Change 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 17-16 Budget	% Change 17-16 Budget	$ Change 17-16 Estimate	% Change 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 Adix.
- 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

None

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	133,868	135,170	117,670	121,590	(13,580)	-10%	3,920	3%
Overtime	1,966	3,000	6,000	3,000	-	0%	(3,000)	-50%
Holiday Buyback	5,662	5,660	5,040	5,660	-	0%	620	12%
Benefits	61,477	64,610	54,870	61,960	(2,650)	-4%	7,090	13%
Uniforms	1,033	1,000	850	1,000	-	0%	150	18%
Supplies	556	2,000	1,200	2,000	-	0%	800	67%
Minor Equipment	275	-	300	500	500	N/A	200	67%
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	267,330	234,970	247,950	(19,380)	-7%	12,980	6%

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

None

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	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%
	599,803	645,600	628,540	631,820	(13,780)	-2%	3,280	1%

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 17-16 Budget	% Change 17-16 Budget	$ Change 17-16 Estimate	% Change 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 17-16 Budget	% Change 17-16 Budget	$ Change 17-16 Estimate	% Change 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 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	**55,159**	**68,730**	**68,730**	**152,450**	**83,720**	**122%**	**83,720**	**122%**
Revenue								
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%
Expenditure								
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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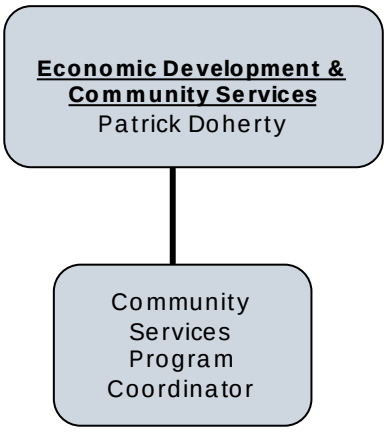
Fund:	General		Fund #:	001
Department:	Community Services & Economic Development		Department #:	61
Cost Center	Total Department		Cost Center #:	



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

Program	2015 Actual	2016 Budget	2016 Estimate	2017 Budget	$ Change 17-16 Budget	% Change 17-16 Budget	$ Change 17-16 Estimate	% Change 17-16 Estimate
Community Services	377,266	442,900	403,860	470,530	27,630	6%	66,670	17%
Economic Development	60,557	92,680	92,190	92,700	20	0%	510	1%
	437,823	535,580	496,050	563,230	27,650	5%	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 17-16 Budget	% Change 17-16 Budget	$ Change 17-16 Estimate	% Change 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 Actual	2016 Budget	2016 Estimate	2017 Budget	$ Change 17-16 Budget	% Change 17-16 Budget	$ Change 17-16 Estimate	% Change 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	81,000	81,000	81,000	-	0%	-	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	92,680	92,190	92,700	20	0%	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

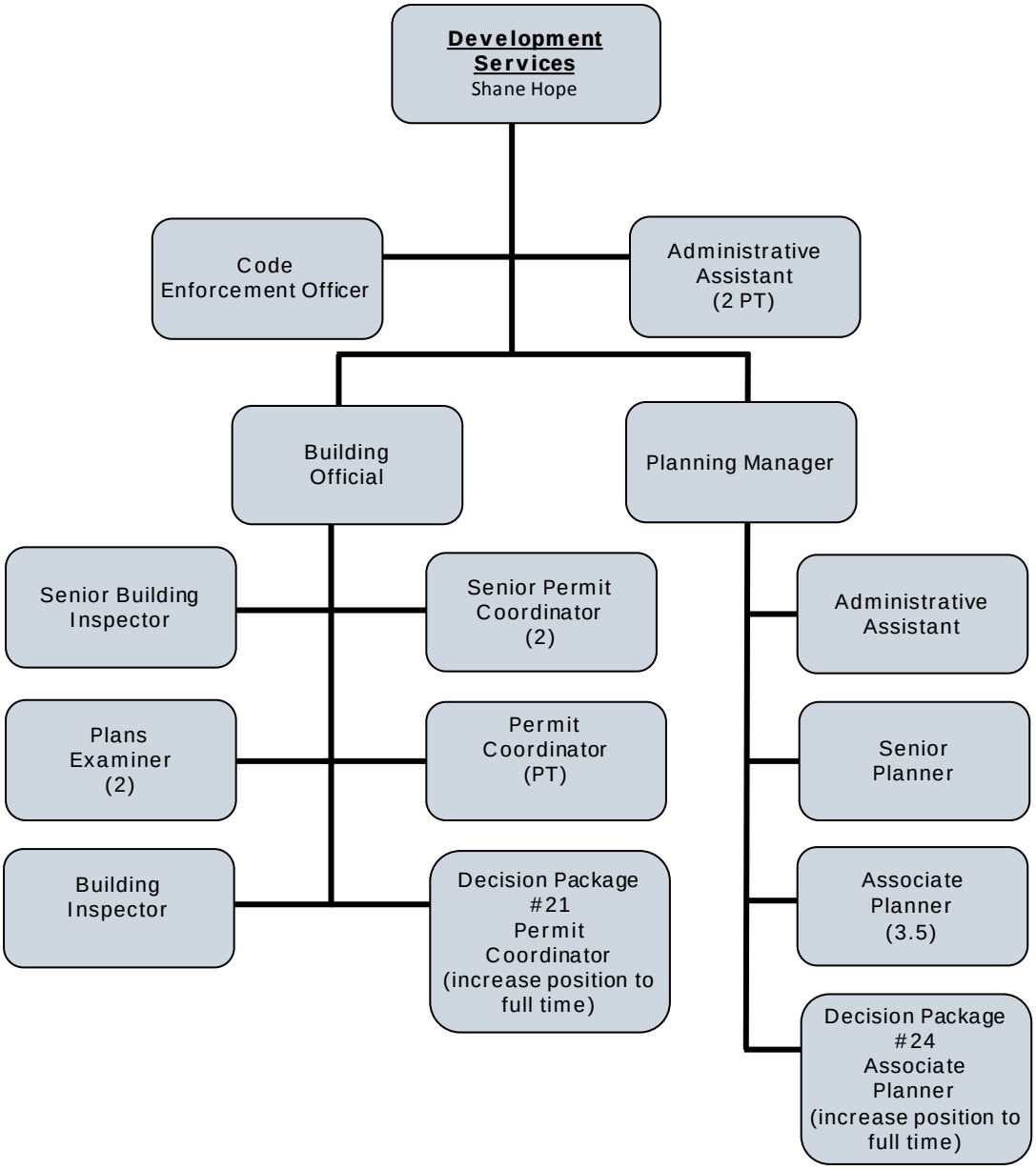
Decision package #55 added $5,000 to 2017 costs for LTAC Advertising related to general tourism advertising.
Decision package #56 added $3,000 to 2017 costs for LTAC Advertising related to the 2017 Waterfront Festival and the Chamber of Commerce 2017 Chowder Cook-off.
Decision package #57 added $2,200 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.

Fund:	Hotel/Motel Tax		Fund #:	120
Department:	Community Services and Economic Development		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	**133,991**	**153,880**	**153,880**	**87,180**	**(66,700)**	**-43%**	**(66,700)**	**-43%**
Revenue								
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%
Expenditure								
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 Actual	2016 Budget	2016 Estimate	2017 Budget	$ Change 17-16 Budget	% Change 17-16 Budget	$ Change 17-16 Estimate	% Change 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	844,900	836,540	939,140	94,240	11%	102,600	12%
	2,176,717	2,688,350	2,685,130	2,916,680	228,330	8%	231,550	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	1,356,149	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	573,940	541,940	554,860	(19,080)	-3%	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	2,688,350	2,685,130	2,916,680	228,330	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 Actual	2016 Budget	2016 Estimate	2017 Budget	$ Change 17-16 Budget	% Change 17-16 Budget	$ Change 17-16 Estimate	% Change 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 Actual	2016 Budget	2016 Estimate	2017 Budget	$ Change 17-16 Budget	% Change 17-16 Budget	$ Change 17-16 Estimate	% Change 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	20,000	20,000	30,000	10,000	50%	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	844,900	836,540	939,140	94,240	11%	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 Actual	2016 Budget	2016 Estimate	2017 Budget	$ Change 17-16 Budget	% Change 17-16 Budget	$ Change 17-16 Estimate	% Change 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

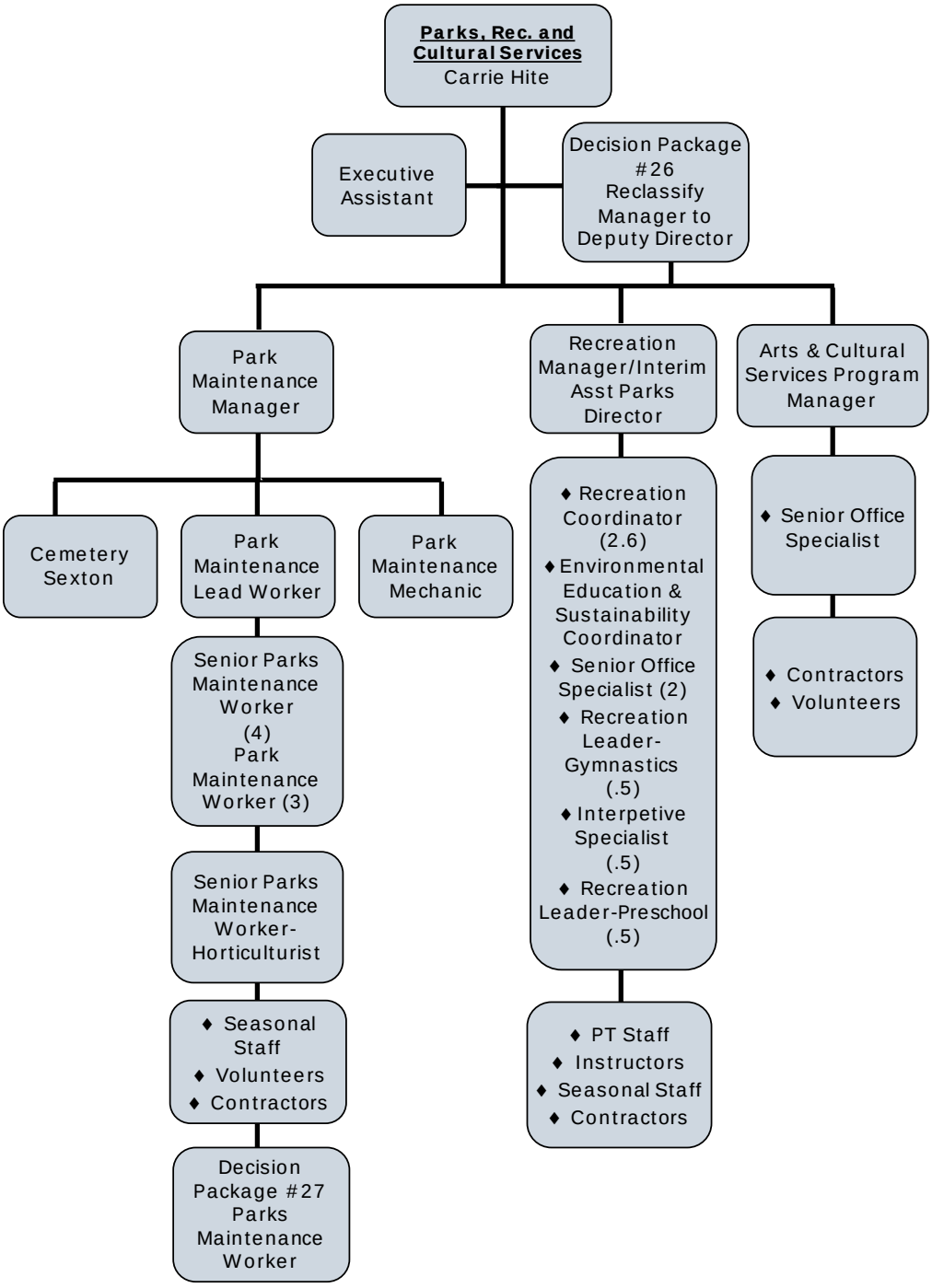
Function

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%**
Revenue								
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%
Expenditure								
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	1,403,500	136,340	11%	144,710	11%
Discovery Programs	58,436	60,110	59,770	60,040	(70)	0%	270	0%
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	8,230	(2,320)	-22%	(2,660)	-24%
Fitness	59,442	66,570	58,290	63,770	(2,800)	-4%	5,480	9%
Gymnastics	125,074	151,840	139,500	156,850	5,010	3%	17,350	12%
Meadowdale Preschool	31,234	38,950	34,640	39,610	660	2%	4,970	14%
Parks Maintenance	1,603,700	1,644,750	1,656,370	1,850,610	205,860	13%	194,240	12%
Flower Program	35,505	48,330	42,530	44,920	(3,410)	-7%	2,390	6%
	3,479,393	3,774,540	3,738,990	4,087,740	313,200	8%	348,750	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	1,954,920	124,830	7%	158,810	9%
Overtime	10,634	10,000	10,000	10,000	-	0%	-	0%
Benefits	628,074	695,310	697,170	724,180	28,870	4%	27,010	4%
Uniforms	6,113	5,370	5,370	5,800	430	8%	430	8%
Supplies	113,709	117,500	126,200	117,390	(110)	0%	(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	3,774,540	3,738,990	4,087,740	313,200	8%	348,750	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 Actual	2016 Budget	2016 Estimate	2017 Budget	$ Change 17-16 Budget	% Change 17-16 Budget	$ Change 17-16 Estimate	% Change 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.

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

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	594,298	599,900	604,530	629,700	29,800	5%	25,170	4%
Benefits	222,942	238,710	215,180	225,520	(13,190)	-6%	10,340	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	1,403,500	136,340	11%	144,710	11%

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

None

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	45,129	48,100	48,100	49,310	1,210	3%	1,210	3%
Benefits	9,534	7,300	7,300	6,130	(1,170)	-16%	(1,170)	-16%
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	60,040	(70)	0%	270	0%

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 Actual	2016 Budget	2016 Estimate	2017 Budget	$ Change 17-16 Budget	% Change 17-16 Budget	$ Change 17-16 Estimate	% Change 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 Actual	2016 Budget	2016 Estimate	2017 Budget	$ Change 17-16 Budget	% Change 17-16 Budget	$ Change 17-16 Estimate	% Change 17-16 Estimate
Salaries	1,829	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

None

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	5,374	8,220	7,230	7,110	(1,110)	-14%	(120)	-2%
Benefits	966	1,530	3,210	520	(1,010)	-66%	(2,690)	-84%
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	8,230	(2,320)	-22%	(2,660)	-24%

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 Actual	2016 Budget	2016 Estimate	2017 Budget	$ Change 17-16 Budget	% Change 17-16 Budget	$ Change 17-16 Estimate	% Change 17-16 Estimate
Salaries	11,482	16,000	13,650	13,920	(2,080)	-13%	270	2%
Benefits	291	770	420	-	(770)	-100%	(420)	-100%
Supplies	162	300	300	350	50	17%	50	17%
Professional Services	47,083	48,000	43,000	48,000	-	0%	5,000	12%
Repair/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

None

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	90,471	109,960	100,630	114,800	4,840	4%	14,170	14%
Benefits	25,892	33,210	31,830	33,380	170	1%	1,550	5%
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	156,850	5,010	3%	17,350	12%

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 Actual	2016 Budget	2016 Estimate	2017 Budget	$ Change 17-16 Budget	% Change 17-16 Budget	$ Change 17-16 Estimate	% Change 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 Actual	2016 Budget	2016 Estimate	2017 Budget	$ Change 17-16 Budget	% Change 17-16 Budget	$ Change 17-16 Estimate	% Change 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	80,680	92,680	80,680	-	0%	(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	1,644,750	1,656,370	1,850,610	205,860	13%	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 Actual	2016 Budget	2016 Estimate	2017 Budget	$ Change 17-16 Budget	% Change 17-16 Budget	$ Change 17-16 Estimate	% Change 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%**
Revenue								
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%
Expenditure								
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%**
Revenue								
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	16,780	18,640	21,820	5,040	30%	3,180	17%
Total Revenues	29,387	28,680	20,300	57,220	28,540	100%	36,920	182%
Expenditure								
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**	**38,600**	**88,220**	**65,440**	**26,840**	**70%**	**(22,780)**	**-26%**
Program 300								
Beginning Balance	**8,594**	**8,660**	**8,660**	**7,740**	**(920)**	**-11%**	**(920)**	**-11%**
Revenue								
Investment Interest	71	30	80	80	50	167%	-	0%
Total Revenues	71	30	80	80	50	167%	-	0%
Expenditure								
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 17-16 Budget	% Change 17-16 Budget	$ Change 17-16 Estimate	% Change 17-16 Estimate
Beginning Balance	**17,772**	**17,920**	**17,920**	**18,030**	**110**	**1%**	**110**	**1%**
Revenue								
Investment Interest	147	110	110	110	-	0%	-	0%
Total Revenue	147	110	110	110	-	0%	-	0%
Expenditure	-	-	-	-	N/A	N/A	N/A	N/A
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%**
Revenue								
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%
Expenditures								
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 17-16 Budget	% Change 17-16 Budget	$ Change 17-16 Estimate	% Change 17-16 Estimate
Beginning Balance	**77,645**	**84,570**	**84,570**	**80,770**	**(3,800)**	**-4%**	**(3,800)**	**-4%**
Revenue								
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%
Expenditures								
Professional Services	18,846	28,300	28,300	30,200	1,900	7%	1,900	7%
Miscellaneous	1,658	3,200	3,200	4,500	1,300	41%	1,300	41%
Total Expenditures	20,503	31,500	31,500	34,700	3,200	10%	3,200	10%
Ending Balance	**84,568**	**80,600**	**80,770**	**76,520**	**(4,080)**	**-5%**	**(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%**
Revenue								
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%
Expenditure								
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%**
Revenue								
Investment Interest	484	250	250	250	-	0%	-	0%
Total Revenues	484	250	250	250	-	0%	-	0%
Expenditure								
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%**
Revenue								
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%
Expenditure								
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%**
Revenue								
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%
Expenditures								
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 Maintenan	-	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%**
Revenue								
Investment Interest	706	350	600	600	250	71%	-	0%
Total Revenues	706	350	600	600	250	71%	-	0%
Expenditure	-	-	-	-	N/A	N/A	N/A	N/A
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%**
Revenue								
Investment Interest	529	270	450	450	180	67%	-	0%
Total Revenues	529	270	450	450	180	67%	-	0%
Expenditure	-	-	-	-	N/A	N/A	N/A	N/A
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%**
Revenue								
Investment Interest	14	10	10	20	10	100%	10	100%
Total Revenues	14	10	10	20	10	100%	10	100%
Expenditure	-	-	-	-	N/A	N/A	N/A	N/A
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%**

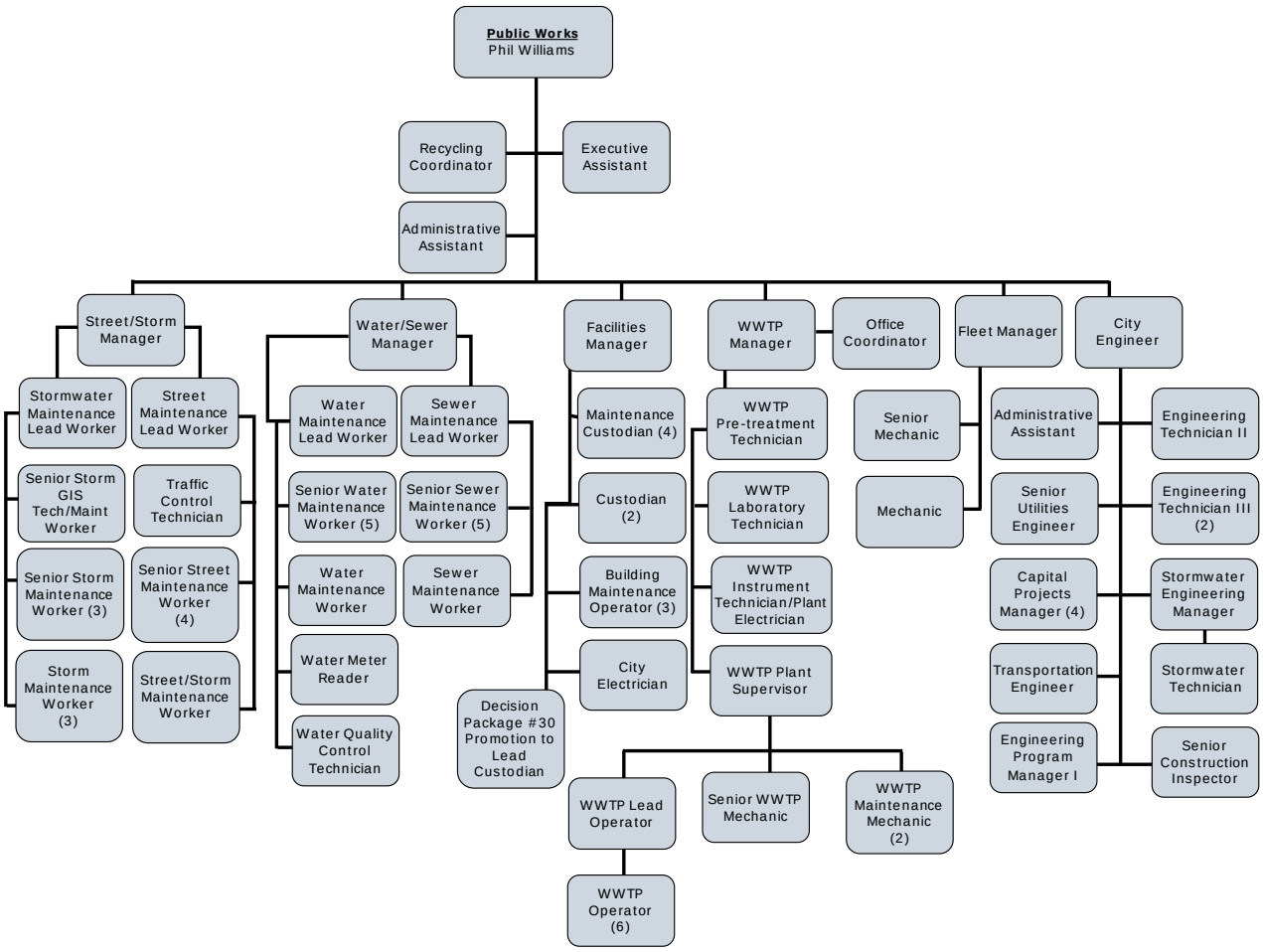
Fund:	Cemetery Maintenance Trust		Fund #:	137
Department:	Parks, Rec. & Cult. Svcs.		Department #:	64
Cost Center	Total Fund		Cost Center #:	N/A

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 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	**860,229**	**883,730**	**883,730**	**905,630**	**21,900**	**2%**	**21,900**	**2%**
Revenue								
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%
Expenditure	-	-	-	-	N/A	N/A	N/A	N/A
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 Actual	2016 Budget	2016 Estimate	2017 Budget	$ Change 17-16 Budget	% Change 17-16 Budget	$ Change 17-16 Estimate	% Change 17-16 Estimate
Administration	340,637	371,790	371,420	470,750	98,960	27%	99,330	27%
Engineering	1,861,373	2,470,330	2,440,360	2,343,240	(127,090)	-5%	(97,120)	-4%
Facilities Maintenance	1,446,614	1,483,800	1,463,840	1,569,630	85,830	6%	105,790	7%
	3,648,624	4,325,920	4,275,620	4,383,620	57,700	1%	108,000	3%

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	2,102,002	2,306,780	2,228,350	2,438,750	131,970	6%	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	465,200	547,200	167,200	(298,000)	-64%	(380,000)	-69%
Communications	24,077	27,150	28,260	32,050	4,900	18%	3,790	13%
Travel	21	1,100	1,160	4,100	3,000	273%	2,940	253%
Rental/Lease	1,559	11,600	11,700	21,100	9,500	82%	9,400	80%
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	41,900	14,900	55%	12,100	41%
	3,648,624	4,325,920	4,275,620	4,383,620	57,700	1%	108,000	3%

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 Actual	2016 Budget	2016 Estimate	2017 Budget	$ Change 17-16 Budget	% Change 17-16 Budget	$ Change 17-16 Estimate	% Change 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.
Decision package #33 added $1,000 to 2017 costs for additional travel budget.
Decision package #34 added $5,000 to 2017 costs for additional rental/lease budget.
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.

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

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
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	12,000	12,000	N/A	5,000	71%
Communications	14,541	14,000	14,000	16,000	2,000	14%	2,000	14%
Travel	-	-	-	3,000	3,000	N/A	3,000	N/A
Rental/Lease	658	500	1,300	10,000	9,500	1900%	8,700	669%
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	13,000	10,900	519%	8,000	160%
	1,446,614	1,483,800	1,463,840	1,569,630	85,830	6%	105,790	7%

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 Actual	2016 Budget	2016 Estimate	2017 Budget	$ Change 17-16 Budget	% Change 17-16 Budget	$ Change 17-16 Estimate	% Change 17-16 Estimate
Salaries	1,235,848	1,373,500	1,317,480	1,472,770	99,270	7%	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	465,000	540,000	155,000	(310,000)	-67%	(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	2,470,330	2,440,360	2,343,240	(127,090)	-5%	(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.

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

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	**327,149**	**514,450**	**514,450**	**590,450**	**76,000**	**15%**	**76,000**	**15%**
Revenue								
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%
Capital Assets Disposition	2,177	-	-	-	N/A	N/A	N/A	N/A
Interfund Transfer In	400,000	400,000	400,000	400,000	-	0%	-	0%
Total Revenues	1,831,274	1,760,500	1,869,490	1,772,200	11,700	1%	(97,290)	-5%
Expenditure								
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	330,000	90,000	38%	54,000	20%
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	52,000	7,000	16%	20,500	65%
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	3,420	3,420	3,490	70	2%	70	2%
Debt Interest	1,855	1,730	1,730	1,610	(120)	-7%	(120)	-7%
Total Expenditures	1,643,978	1,716,120	1,793,490	1,910,760	194,640	11%	117,270	7%
Ending Balance	**514,446**	**558,830**	**590,450**	**451,890**	**(106,940)**	**-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 is collecting a $20 fee at the time a vehicle registration is renewed within the City of Edmonds limits. The fee takes effect on license tabs that expire on or after September 1, 2009. The proceeds are deposited in this fund and transferred to the Street Fund to support Transportation Benefit District related activities.

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**
Revenue								
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%
Expenditure								
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 17-16 Budget	% Change 17-16 Budget	$ Change 17-16 Estimate	% Change 17-16 Estimate
Beginning Balance	**15,606,068**	**16,489,530**	**16,489,530**	**15,792,250**	**(697,280)**	**-4%**	**(697,280)**	**-4%**
Revenue								
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%
Expenditure								
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	256,870	256,870	246,940	(9,930)	-4%	(9,930)	-4%
Debt Issue Costs	97,277	-	-	-	N/A	N/A	N/A	N/A
Total Expenditures	12,594,618	12,717,510	9,464,340	12,745,260	27,750	0%	3,280,920	35%
Ending Balance	**16,489,530**	**12,215,480**	**15,792,250**	**11,516,560**	**(698,920)**	**-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%**
Revenue								
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%
Expenditure								
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	1,896,850	1,109,890	1,381,770	(515,080)	-27%	271,880	24%
Interfund Services	547,266	786,680	548,820	573,120	(213,560)	-27%	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	166,430	166,430	158,480	(7,950)	-5%	(7,950)	-5%
Debt Issue Costs	64,237	-	-	-	N/A	N/A	N/A	N/A
Total Expenditures	7,477,508	8,057,050	6,116,210	7,495,330	(561,720)	-7%	1,379,120	23%
Ending Balance	**9,589,898**	**5,664,640**	**7,158,450**	**4,434,090**	**(1,230,550)**	**-22%**	**(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 Ballenger 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 17-16 Budget	% Change 17-16 Budget	$ Change 17-16 Estimate	% Change 17-16 Estimate
Beginning Balance	**42,414,600**	**42,657,770**	**42,657,770**	**38,724,840**	**(3,932,930)**	**-9%**	**(3,932,930)**	**-9%**
Revenue								
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%
Expenditure								
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	1,248,520	1,030,800	840,500	(408,020)	-33%	(190,300)	-18%
Interfund Services	529,480	706,180	780,370	615,570	(90,610)	-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	122,280	122,280	114,500	(7,780)	-6%	(7,780)	-6%
Debt Issue Costs	165,535	-	-	-	N/A	N/A	N/A	N/A
Total Expenditures	18,773,891	17,921,060	16,639,680	14,995,780	(2,925,280)	-16%	(1,643,900)	-10%
Ending Balance	**42,657,767**	**37,381,950**	**38,724,840**	**35,392,760**	**(1,989,190)**	**-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%**
Revenue								
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%
Expenditure								
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 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	**7,061,553**	**7,650,500**	**7,650,500**	**7,479,610**	**(170,890)**	**-2%**	**(170,890)**	**-2%**
Revenue								
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%
Expenditure								
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 in the 2016 3rd quarter budget amendment that the funds be transferred to the General Fund and the fund closed.

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	**56,023**	**56,490**	**56,490**	**-**	**(56,490)**	**-100%**	**(56,490)**	**-100%**
Revenue								
Investment Interest	464	-	370	-	N/A	N/A	(370)	-100%
Total Revenue	464	-	370	-	N/A	N/A	(370)	-100%
Expenditure								
Interfund Transfer	-	-	56,860	-	N/A	N/A	(56,860)	-100%
Total Expenditure	-	-	56,860	-	N/A	N/A	(56,860)	-100%
Ending Balance	**56,487**	**56,490**	**-**	**-**	**(56,490)**	**-100%**	**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
ADA Repairs	-	-	-
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
Council/Court Chamber AV Upgrade	-	-	-
ESCO	-	-	-
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 Clubhouse Roof Replacement	-	-	-
Meadowdale Gutter Replacement	15,000	15,000	-
Senior Center Misc Repairs & Maint. (water heater)	-	-	-
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 Intallation	-	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 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	**141,146**	**118,080**	**118,080**	**286,030**	**167,950**	**142%**	**167,950**	**142%**
Revenue								
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%
Expenditure								
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

Transportation Projects- Fund 112	2016 Budget	2016 Estimate	2017 Budget
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 Budget	2016 Estimate	2017 Budget	$ Change 17-16 Budget	% Change 17-16 Budget	$ Change 17-16 Estimate	% Change 17-16 Estimate
Beginning Balance	**209,915**	**9,340**	**9,340**	**54,750**	**45,410**	**486%**	**45,410**	**486%**
Revenue								
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%
Expenditure								
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 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	**1,531,385**	**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	1,752,780	884,180	2,165,000	412,220	24%	1,280,820	145%
Total Expenditures	1,289,977	2,100,570	1,115,660	2,476,000	375,430	18%	1,360,340	122%
Ending Balance	**1,629,534**	**636,960**	**1,861,170**	**697,070**	**60,110**	**9%**	**(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 Acuisition	-	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	-
Transistion 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 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	**1,166,954**	**2,239,010**	**2,239,010**	**1,475,110**	**(763,900)**	**-34%**	**(763,900)**	**-34%**
Revenue								
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%
Total Revenues	1,385,708	1,102,000	1,351,700	1,314,400	212,400	19%	(37,300)	-3%
Expenditure								
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	1,573,870	1,454,030	1,733,350	159,480	10%	279,320	19%
Interfund Transfer Out	141,525	139,430	139,430	142,330	2,900	2%	2,900	2%
Debt Principal	19,110	19,890	19,890	20,280	390	2%	390	2%
Debt Interest	10,898	10,070	10,070	9,350	(720)	-7%	(720)	-7%
Total Expenditures	313,656	2,750,000	2,115,600	2,180,310	(569,690)	-21%	64,710	3%
Ending Balance	**2,239,005**	**591,010**	**1,475,110**	**609,200**	**18,190**	**3%**	**(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 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	**38,078**	**38,390**	**38,390**	**38,670**	**280**	**1%**	**280**	**1%**
Revenue								
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%
Expenditure	-	-	-	-	N/A	N/A	N/A	N/A
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
Land Acquisition (waterfront)	-	-	-
Wetland Mitigation Enhancements	-	-	-
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%**
Revenue								
Grants	413,049	615,000	692,810	1,705,000	1,090,000	177%	1,012,190	146%
Investment Interest	3,252	-	-	-	N/A	N/A	N/A	N/A
Parks Donations	119,232	490,000	490,000	475,000	(15,000)	-3%	(15,000)	-3%
Transfer In from 001	200,000	110,000	110,000	-	(110,000)	-100%	(110,000)	-100%
Total Revenue	735,534	1,215,000	1,292,810	2,180,000	965,000	79%	887,190	69%
Expenditure								
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	850,770	322,810	2,335,000	1,484,230	174%	2,012,190	623%
Interfund Transfer To Fd 117	4,200	-	-	-	N/A	N/A	N/A	N/A
Total Expenditure	963,668	1,575,770	847,810	2,435,000	859,230	55%	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%**
Revenue								
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%
Expenditure								
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%**

Salary Range Table

Elected Officials	Minimum	Maximum
Council Member Position	$ 12,000	$ 12,000
Council President	14,400	14,400
Judge	112,570	112,570
Mayor	115,474	115,474
Non-Represented	**Minimum**	**Maximum**
Assistant Finance Director	$ 91,862	$ 123,106
Assistant Police Chief	106,344	142,510
Associate Planner	65,285	87,489
Building Official	87,489	117,244
Capital Projects Manager	71,977	96,456
City Clerk	83,323	111,660
City Engineer	106,344	142,510
Community Services & Economic Development Director	111,660	149,636
Court Administrator	79,355	106,344
Arts & Cultural Services Program Manager	75,577	101,280
Development Services Director	111,660	149,636
Engineering Program Manager II	75,577	101,280
Executive Assistant Confidential	59,216	79,355
Executive Assistant To The Mayor	62,177	83,323
Facilities Manager	83,323	111,660
Finance Director	111,660	149,636
Fleet Manager	75,577	101,280
Human Resources Assistant	51,473	68,971
Senior Human Resources Analyst	68,549	91,862
Human Resources Director	111,660	149,636
Information Services Manager	87,489	117,244
Parks And Recreation Director	111,660	149,636
Parks Maintenance Manager	75,577	101,280
Planning Manager	91,862	123,106
Police Chief	123,106	164,974
Public Disclosure & Records Management Specialist	44,188	59,216
Public Works & Utilities Director	117,244	157,118
Recreation Services Manager	75,577	101,280
Recycling Coordinator	59,216	79,355
Senior Planner	91,862	123,106
Senior Utilities Engineer	91,862	123,106
Stormwater Engineer	79,355	106,344
Street/Storm Manager	87,489	117,244
Transportation Engineer	83,323	111,660
Wastewater Treatment Plant Manager	96,456	129,262
Wastewater Treatment Plant Supervisor	79,355	106,344
Water/Sewer Manager	87,489	117,244

Salary Range Table

Police Non-Commissioned	Minimum	Maximum
Animal Control Officer	$ 50,532	$ 62,652
Domestic Violence Coordinator	24,240	30,056
Part Time Administrative Assistant	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	61,560	63,768
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
WWTP Instrument Technician/Plant Electrician	62,485	$76,084
WWTP Laboratory Technician	62,485	$76,084
Stormwater Maintenance Lead Worker	65,704	$79,866
Water Maintenance Lead Worker	65,704	$79,866
Maintenance Custodian	42,338	$51,457
Senior Parks Maintenance Worker-Horticulturist	54,003	$65,704
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	54,003	$65,704
WWTP Pre-Treatment Technician	62,485	$76,084
Mechanic	56,720	$68,972
Sewer Maintenance Lead Worker	65,704	$79,866
Sewer Maintenance Worker	48,984	$59,548
Senior Sewer Maintenance Worker	54,003	$68,972
Storm Maintenance Worker	46,610	$56,720
Senior Storm GIS Technician/Maintenance Worker	56,720	$68,972
Senior Storm Maintenance Worker	54,003	$65,704
Street Maintenance Lead Worker	65,704	$79,866
Senior Street Maintenance Worker	54,003	$65,704

Salary Range Table

Teamsters (Continued)	Minimum	Maximum
Traffic Control Technician	$ 56,720	$ 68,972
Senior Water Maintenance Worker	54,003	$65,704
Senior Mechanic	59,548	$72,449
Water Maintenance Worker	48,984	$59,548
Water Meter Reader	44,431	$56,720
Water Quality Control Technician	59,548	$72,449
WWTP Lead Operator	65,704	$79,866
WWTP Maintenance Mechanic	56,720	$68,972
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 Coord	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	35,148	43,560
Recreation Leader - Gymnastics	35,148	43,560
Recreation Leader - Interpretive Specialist	35,148	43,560
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