

City of Edmonds, Washington

2016 Budget



By Deb Sharp

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

Dave Earling, Mayor

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2016 Budget Message

Members of the City Council, staff and citizens of Edmonds:

I am pleased to present to you the 2016 Edmonds City Budget. Every year when we craft the budget we reassess the status of the economy. My first budget as Mayor in 2013 was "conservative", and with improvements, by the 2015 budget I had moved all the way to "cautious". For 2016, with the steady improvement of the national, state and local economy this past year, I am now ready to make the leap to "pretty darn hopeful."

Over the past 12-18 months we have seen dramatic improvements in our local economy. The positive growth in the national and regional economy, along with the hard work of the city staff, Council and the business community, has furthered that economic success.

Our projected 2015 operating revenues are 3.4% higher than our 2014 actual revenues. And 2016 revenues are projected to be 5.4% higher than the anticipated 2015 revenues. For example, as of the end of September, our sales tax revenues are \$670,000 higher than the same year-to-date last year; with automobile sales and construction activity leading the way.

Our real estate values continue to recover from the 2008 recession. We have restored a significant portion of home values lost. Because Edmonds is such a desirable community to live in we have had a very successful year in real estate sales, resulting in strong city income from the real estate excise tax.

Additionally, new home and commercial construction has added \$43.5 million to our 2016 assessed property values. All signs of economic progress.

With all of this good news however, we must acknowledge the lean years that forced us to make decisions in deferring projects, hiring needed staff and other funding decisions, we now need to begin to address. In addition we have completed a building maintenance assessment which shows serious deficiencies in several of our city's buildings.

Two years ago we pulled together enough dollars to begin a street resurfacing program, one which had been left unattended for five years. Each of the past two years, we have funded over a million dollars in repaving projects. The budget I present tonight continues this program.

But we need to understand, ladies and gentlemen, that with the previously tight economy, we have fallen behind in other areas of need as well. My commitment to the road resurfacing program serves as an example of the catch up work that we need to do throughout the city.

Whether we talk of deferred infrastructure or a staff stretched too thin for too long, we need to catch up so that our city government meets the standards expected by the community.

We have addressed several areas of needed catch up in this budget. Briefly, I shall highlight a few of the proposals we've included.

Funding is being provided for the following items:

- Continued street resurfacing program
- Completion of the Wayside Horn System at our at-grade-crossings

- Curb ramps to meet ADA requirements
- Sidewalk work and traffic calming
- Completion of the 228th and Highway 99 project
- Traffic improvements in and around 76th W and 212th streets
- Needed IT equipment replacement
- Continued citywide water, sewer and storm water efforts

One major improvement on the infrastructure side included in this budget that I want to highlight is funding for a downtown public restroom. A long desired facility of local citizens, business owners and visitors.

Few people will remember that in 2008 we had 234 employees. As a result of the recession, we have been operating with about 208 employees for the past three years. With the dramatic shift in the economy, there is great need to add staff in a few understaffed areas.

When the workload in the Planning/Building Inspection/Engineering Departments necessitates closing for a day a week to keep pace with that workload, when we cannot respond adequately to meet everyday crime, when the Finance Department is understaffed and overworked, it is time in this good economy to respond. As I said earlier, we have too few staff stretched too thin for too long.

So, in the 2016 budget, I have included funding for seven new full time positions. I am happy to announce we will be re-establishing the street crimes unit with two additional police officers to deal with important public safety work. In addition, we will add one position in Development Services, Finance, Engineering, and Public Works. We will also bump a ¾ time position in the Clerk's office to full time. I received additional requests in the budget process for staffing, but I have focused on immediate needs.

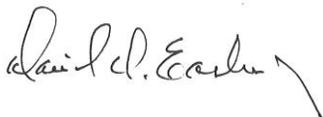
I should note the Engineering position will be mostly funded from the utility funds. I should also note I have included the Council's request for a half-time legislative analyst.

The city of Edmonds has come through tough financial times in good shape. Being "conservative" and "cautious", making very hard decisions in the 2013 budget, a revived economy and a desirable community in which to live and work has brought us to a positive point.

I must caution though, we need to be ever vigilant to our long term needs. We must continue to identify constant and improving revenue, as we know expenses will always increase. We have a very high quality of life in Edmonds and our community wants that quality maintained.

In conclusion, I look forward to working with Council and the community in the coming weeks to move the budget to conclusion. I must note and thank my Directors and the entire Finance Department for their efforts, attitude of compromise and success in crafting the 2016 budget.

Thank you



David O. Earling
Mayor

ORDINANCE NO. 4014

AN ORDINANCE OF THE CITY OF EDMONDS, WASHINGTON, ADOPTING THE BUDGET FOR FISCAL YEAR COMMENCING JANUARY 1, 2016; ADOPTING AMENDMENTS TO THE CAPITAL FACILITIES PLAN ELEMENT OF THE COMPREHENSIVE PLAN; 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 2016, 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, 2016, 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 2, 2015 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, the city council also held budget hearings on November 24, 2015 and December 1, 2015; and

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

WHEREAS, on September 22, 2015, City Council reviewed the proposed 2016-2021 Capital Facilities Plan and Capital Improvement Program; and

WHEREAS, the Capital Facilities Plan and Capital Improvement Program were presented and a Public Hearing was held before the Planning Board on October 14, 2015; and

WHEREAS, on October 27, 2015, a Public Hearing on the Capital Facilities Plan Update for 2016-2021 to the City's Comprehensive Plan and Capital Improvement Program was held; and

WHEREAS, on November 24, 2015, City Council discussed the Capital Facilities Plan Update for 2016-2021 to the City's Comprehensive Plan and Capital Improvement Program; and

WHEREAS, the City Council expressly finds that, consistent with RCW 36.70A.130, the adoption of these amendments to the Capital Facilities Plan concurrently with the adoption of the City's 2016 budget meets one of the permissible exceptions to the general rule requiring concurrent review of all amendments to the City's Comprehensive Plan, 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 2016, 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. The Capital Facilities Plan element of the Edmonds Comprehensive Plan is hereby amended to read as set forth in **Exhibit B**, which is attached hereto and incorporated herein by this reference as if fully set forth herein.

Section 4. This ordinance is a legislative act delegated by statute to the City Council of the City of Edmonds, is not subject to referendum and shall take effect five (5) days after passage and publication of an approved summary thereof consisting of the title.

APPROVED:



MAYOR, DAVID O. EARLING

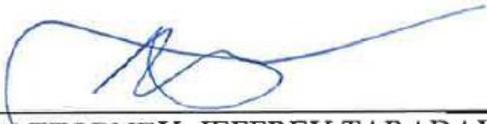
ATTEST/AUTHENTICATE:



CITY CLERK, SCOTT PASSEY

APPROVED AS TO FORM:
OFFICE OF THE CITY ATTORNEY:

BY



CITY ATTORNEY, JEFFREY TARADAY

FILED WITH THE CITY CLERK:	December 11, 2015
PASSED BY THE CITY COUNCIL:	December 8, 2015
PUBLISHED:	December 13, 2015
EFFECTIVE DATE:	December 18, 2015
ORDINANCE NO.	4014

SUMMARY OF ORDINANCE NO. 4014

of the City of Edmonds, Washington

On the 8th day of December, 2015, the City Council of the City of Edmonds, passed Ordinance No. 4014. 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, 2016; ADOPTING AMENDMENTS TO THE CAPITAL FACILITIES PLAN ELEMENT OF THE COMPREHENSIVE PLAN; AND FIXING A TIME WHEN THE SAME SHALL BECOME EFFECTIVE

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

DATED this 9th day of December, 2015.



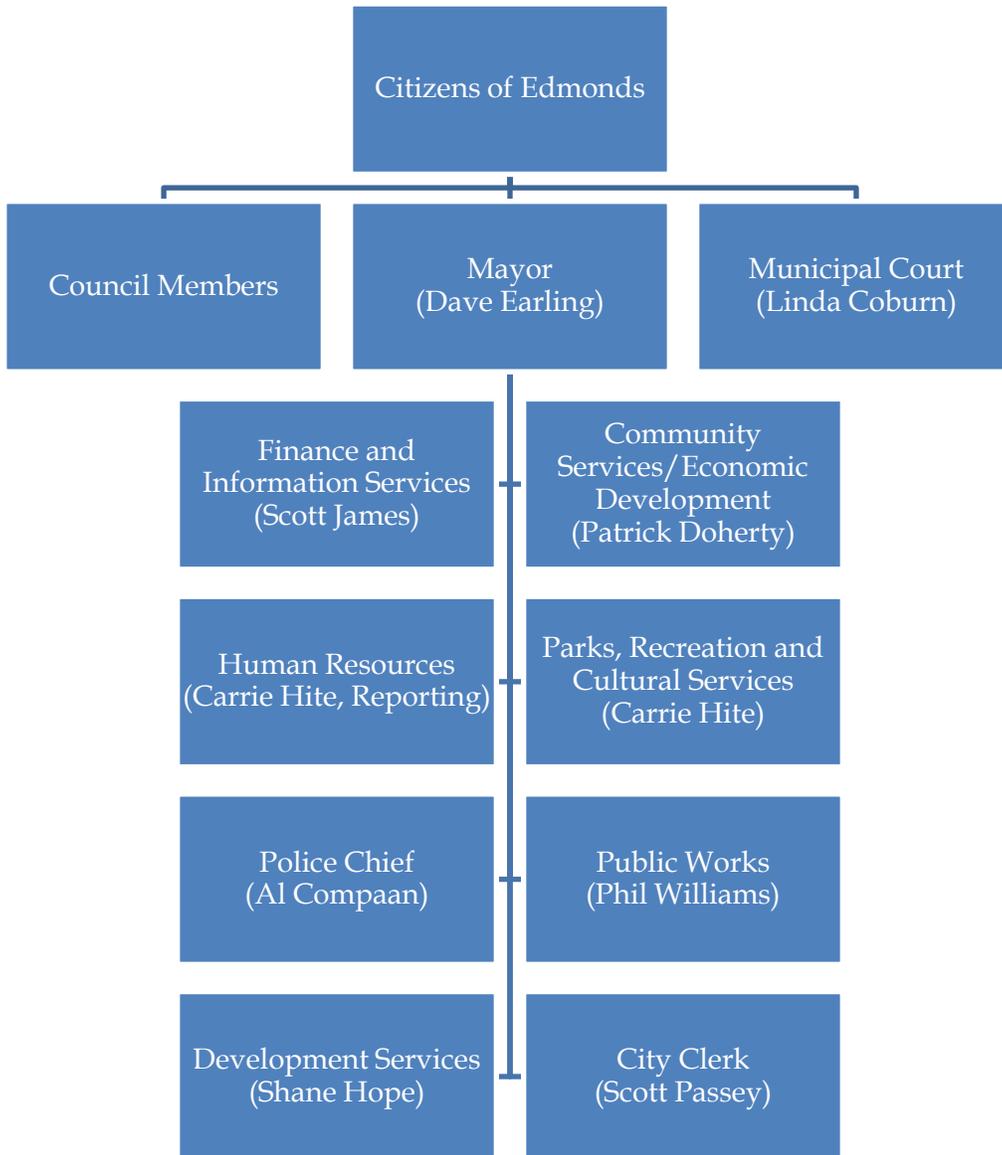
CITY CLERK, SCOTT PASSEY

EXHIBIT "A" 2016 BUDGET SUMMARY BY FUND

Fund No.	Fund Description	Revenue	Expenditure	Difference (Rev - Exp) *
001	General Fund	\$ 39,266,670	\$ 39,733,780	\$ (467,110)
009	LEOFF Medical Insurance Reserve Subfund	278,770	279,480	(710)
011	Risk Management Reserve Subfund	6,660	-	6,660
012	Contingency Reserve Subfund	28,110	800,000	(771,890)
014	Historic Preservation Gift Fund	5,000	5,400	(400)
016	Building Maintenance Subfund	1,680,000	1,754,000	(74,000)
104	Drug Enforcement Fund	153,000	76,030	76,970
111	Street Fund	1,760,500	1,712,370	48,130
112	Street Construction Fund	5,290,850	5,311,460	(20,610)
117	Municipal Arts Acquisition Fund	102,410	181,380	(78,970)
118	Memorial Tree Fund	110	-	110
120	Hotel/Motel Tax Fund	82,150	149,650	(67,500)
121	Employee Parking Permit Fund	21,390	26,880	(5,490)
122	Youth Scholarship Fund	5,550	3,000	2,550
123	Tourism Promotional Arts Fund	27,530	31,500	(3,970)
125	REET 2	1,108,000	1,523,650	(415,650)
126	Special Capital/Parks Acquisition	1,102,000	1,934,390	(832,390)
127	Gifts Catalog Fund	46,900	44,950	1,950
129	Special Projects Fund	280	-	280
130	Cemetery Maintenance/Imp. Fund	177,260	210,370	(33,110)
132	Parks Construction Fund	2,037,240	2,100,000	(62,760)
136	Parks Trust Fund	630	-	630
137	Cemetery Maintenance Fund	19,880	-	19,880
138	Sister City Commission Fund	12,010	12,500	(490)
139	Transportation Benefit District Fund	682,500	682,500	-
211	LID Control Fund	14,400	14,400	-
213	LID Guaranty Fund	14,400	-	14,400
231	2012 LTGO Debt Service Fund	677,380	677,380	-
232	2014 Debt Service Fund	949,540	949,540	-
421	Water Utility Fund	8,429,970	12,323,960	(3,893,990)
422	Water Utility Fund	4,131,780	6,612,170	(2,480,390)
423	Water Utility Fund	12,414,120	17,172,110	(4,757,990)
424	Water Utility Fund	1,989,900	1,990,920	(1,020)
511	Equipment Rental Fund	1,579,570	1,955,820	(376,250)
617	Firemen's Pension Fund	64,840	59,610	5,230
	Totals	\$ 84,161,300	\$ 98,329,200	\$ (14,167,900)

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

**City of Edmonds, Washington
2016 Organization Chart**



CITY OFFICIALS**2016 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	Carrie Hite, Reporting Director
Municipal Court Judge	Linda Coburn
Development Services Director	Shane Hope
City Clerk	Scott Passey

2016 BUDGET PREPARED BY:**FINANCE DEPARTMENT PERSONNEL**

Finance Director	Scott James
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
2013 - 2020 ANALYSIS**

	2013	2014	2015	2016	2017	2018	2019	2020
General, Risk & Contingency Funds	Actual	Actual	Projection	Outlook	Outlook	Outlook	Outlook	Outlook
Beginning Fund Balances	10,027,453	\$12,598,371	\$12,916,539	\$11,110,979	\$9,878,639	\$8,598,050	\$6,987,910	\$4,737,300
Revenue								
Property Taxes	13,564,946	13,717,961	14,374,020	14,705,650	14,076,090	14,289,830	14,493,000	14,702,870
Retail Sales Taxes	5,429,060	5,976,940	6,280,000	6,144,400	6,137,200	6,150,900	6,164,900	6,165,600
Other Sales Taxes	589,929	620,389	650,300	636,500	635,900	637,400	638,900	639,100
Utility Taxes	6,431,457	6,583,508	6,600,090	6,789,980	6,890,600	6,921,800	6,953,000	6,984,400
Other Taxes	282,001	296,098	301,340	302,840	304,340	305,840	307,340	308,840
Licenses/PermitsFranchise	1,379,673	1,495,093	1,505,580	1,486,120	1,483,320	1,480,520	1,480,720	1,480,920
Construction Permits	479,193	681,400	525,000	525,000	502,600	480,100	457,500	434,800
Grants	58,376	80,793	91,770	412,100	10,500	10,500	10,500	10,500
State Revenues	665,355	685,571	680,610	682,720	684,490	686,260	688,030	689,800
Intergov't Service Charges	196,008	188,484	177,500	172,000	172,000	172,000	172,000	172,000
Interfund Service Charges	1,742,529	2,126,201	1,969,500	2,964,600	2,603,080	2,624,130	2,445,740	2,466,680
Charges for Goods & Services	2,633,431	2,994,612	2,616,670	2,601,580	2,512,850	2,457,550	2,404,750	2,357,250
Fines & Forfeitures	639,896	558,427	510,580	522,130	522,530	525,230	527,930	530,630
Miscellaneous Revenues	433,492	483,058	538,830	529,980	529,710	532,240	534,760	537,301
Other Financing Sources	-	2,763,314	-	-	-	-	-	-
Transfers	802,732	636,000	822,180	825,840	25,840	25,840	25,840	25,840
Total Revenues	35,328,078	39,887,849	37,643,970	39,301,440	37,091,050	37,300,140	37,304,910	37,506,531
Revenue Growth / (Decline)	5.9%	12.9%	-5.6%	4.4%	-5.6%	0.6%	0.0%	0.5%
Expenditures								
Labor	12,520,670	12,878,647	13,824,380	14,641,090	14,985,680	15,301,130	15,623,590	15,950,800
Benefits	4,228,496	4,648,533	4,974,750	5,441,350	5,570,690	5,714,620	5,862,300	6,013,030
Supplies	415,167	694,757	501,710	549,430	513,600	516,100	518,600	521,100
Services	4,808,925	4,863,375	5,655,430	6,334,540	5,519,040	5,484,540	5,538,040	5,592,040
Intergovernmental	8,028,837	9,005,004	10,129,850	10,436,430	10,581,200	10,687,000	10,793,900	10,901,800
Capital	36,779	161,605	74,200	40,000	40,000	40,000	40,000	40,000
Debt Service	1,196,699	3,041,080	280,890	214,450	213,719	213,010	213,300	67,150
Transfers	1,521,587	3,520,377	4,008,320	2,876,490	947,710	953,880	965,790	986,870
Total Expenses	32,757,160	38,813,377	39,449,530	40,533,780	38,371,639	38,910,280	39,555,520	40,072,790
Expense Growth / (Decline)	1.4%	18.5%	1.6%	2.7%	-5.3%	1.4%	1.7%	1.3%
Change in Ending Fund Balance	2,570,918	1,074,472	(1,805,560)	(1,232,340)	(1,280,589)	(1,610,140)	(2,250,610)	(2,566,259)
Prior Period Adjustment		(\$756,305)						
Ending Fund Balance	12,598,371	12,916,539	11,110,979	9,878,639	8,598,050	6,987,910	4,737,300	2,171,041

**STRATEGIC OUTLOOK
CITY OF EDMONDS
GENERAL FUND FUND BALANCE
2013 - 2020 ANALYSIS**

	2013	2014	2015	2016	2017	2018	2019	2020
General, Risk & Contingency Funds	Actual	Actual	Projection	Outlook	Outlook	Outlook	Outlook	Outlook
General Operations (001)	6,834,380	6,446,380	5,478,820	5,011,710	3,700,908	2,390,106	749,560	(1,531,651)
Risk Management (011)	387,195	1,024,822	951,822	958,482	974,202	981,022	987,892	994,812
General Operations Contingency (012)	5,376,796	5,445,337	4,680,337	3,908,447	3,930,930	3,954,516	3,978,246	4,002,120
	12,598,371	12,916,539	11,110,979	9,878,639	8,606,040	7,325,644	5,715,698	3,465,281
Other General Fund Fund Balances	Actual	Actual	Projection	Outlook	Outlook	Outlook	Outlook	Outlook
LEOFF Medical Insurance Fund (009)	440,744	539,044	538,960	538,250	520,110	507,250	480,390	446,260
Multimodal Transportation Fund (013)	55,859	56,023	56,023	56,020	56,020	56,020	56,020	56,020
Historic Preservation Fund (014)	1,062	1,066	970	570	570	570	570	570
Building Maintenance Fund (016)	64,762	141,146	133,850	59,850	59,850	59,850	59,850	59,850
	562,427	737,279	729,803	654,690	636,550	623,690	596,830	562,700
Total General Fund Fund Balances	13,160,798	13,653,818	11,840,782	10,533,329	9,242,590	7,949,334	6,312,528	4,027,981
<i>Fund Balance as a % of General, Risk & Contingency Fund Revenues</i>	37.25%	34.23%	31.45%	26.80%	24.92%	21.31%	16.92%	10.74%

Employee Count by Department

Department	2014 Actuals	2015 Actuals	2016 Budget
City Council	0.5	0.5	1.0
Mayor/City Clerk	6.5	6.75	7.0
Human Resources	2.5	2.5	2.5
Court	7.0	7.0	7.0
Finance	7.0	7.0	8.0
Information Services	4.0	4.0	4.0
Police	63.0	63.0	65.0
Economic Dev & Community Services	2.0	2.0	2.0
Development Services	15.0	15.0	17.0
Parks, Recreation, and Cultural Services	23.1	23.6	24.1
Public Works Admin/Facilities	13.6	13.6	14.6
Engineering	14.0	14.0	15.0
Streets/Storm	15.0	15.0	16.0
Water/Sewer/Treatment Plant	32.4	32.4	33.4
Equipment Rental	3.0	3.0	3.0
Total City Employee Count	208.6	209.4	219.6

Property Tax New Construction

Year	Total Assessed Value (AV)	New Construction Assessment	Regular Property Tax Revenue from New Construction	% New Construction to AV
2016 *	\$ 7,376,182,114	\$ 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%
2012	5,794,644,465	21,270,476	31,409	0.4%

* Amounts shown for the 2016 year are estimates.

2016 REVENUE SUMMARY - ALL FUNDS

Fund			2014 Actuals	2015 Budget	2015 Estimate	2016 Budget	Change 16-15 Estimate	Change 16-15 Estimate
GENERAL FUND	001	General Fund	\$ 39,181,681	\$ 36,998,619	\$ 37,601,970	\$ 39,266,670	\$ 1,664,700	4.43%
	009	LEOFF Medical Insurance Reserve Subfund	376,726	276,200	278,700	278,770	70	0.03%
	011	Risk Management Reserve Subfund	637,627	1,180	7,000	6,660	(340)	-4.86%
	012	Contingency Reserve Subfund	68,540	19,800	35,000	28,110	(6,890)	-19.69%
	013	Multimodal Transportation	164	-	-	-	-	0.00%
	014	Historic Preservation Gift Fund	4,488	9,500	9,500	5,000	(4,500)	-47.37%
	016	Building Maintenance Subfund	393,153	708,000	592,600	1,680,000	1,087,400	183.50%
	Total General Fund			40,662,378	38,013,299	38,524,770	41,265,210	2,740,440
SPECIAL REVENUE FUNDS	104	Drug Enforcement Fund	18,009	43,000	43,000	153,000	110,000	71.90%
	111	Street Fund	1,726,244	1,775,945	1,831,430	1,760,500	(70,930)	-3.87%
	112	Street Construction Fund	3,852,652	10,190,544	9,233,980	5,290,850	(3,943,130)	-42.70%
	117	Municipal Arts Acquisition Fund	97,891	106,559	106,730	102,410	(4,320)	-4.05%
	118	Memorial Tree Fund	69	61	130	110	(20)	-15.38%
	120	Hotel/Motel Tax Fund	73,265	67,675	67,680	82,150	14,470	21.38%
	121	Employee Parking Permit Fund	27,711	20,564	21,970	21,390	(580)	-2.64%
	122	Youth Scholarship Fund	2,614	1,240	3,720	5,550	1,830	49.19%
	123	Tourism Promotional Arts Fund	24,787	22,900	26,630	27,530	900	3.38%
	125	REET 2	938,966	904,000	1,110,700	1,108,000	(2,700)	-0.24%
	126	Special Capital/Parks Acquisition	936,631	902,000	1,102,000	1,102,000	-	0.00%
	127	Gifts Catalog Fund	26,060	54,478	41,310	46,900	5,590	13.53%
	129	Special Projects Fund	22,789	-	280	280	-	0.00%
	130	Cemetery Maintenance/Imp. Fund	184,311	164,500	187,030	177,260	(9,770)	-5.22%
	132	Parks Construction Fund	483,990	5,498,765	2,623,580	2,037,240	(586,340)	-22.35%
	136	Parks Trust Fund	665	533	640	630	(10)	-1.56%
	137	Cemetery Maintenance Fund	20,937	11,970	22,280	19,880	(2,400)	-10.77%
138	Sister City Commission Fund	4,628	15,212	10,210	12,010	1,800	17.63%	
139	Transportation Benefit District Fund	623,111	696,915	690,500	682,500	(8,000)	-1.16%	
Total Special Revenue Funds			9,065,331	20,476,861	17,123,800	12,630,190	(4,493,610)	-26.24%
DEBT SERVICE FUNDS	211	LID Control Fund	29,699	22,600	15,400	14,400	(1,000)	-6.49%
	213	LID Guaranty Fund	28,647	28,627	25,240	14,400	(10,840)	-42.95%
	231	2012 LTGO Debt Service Fund	1,022,795	667,693	667,700	677,380	9,680	1.45%
	232	2014 Debt Service Fund	946,226	925,310	925,310	949,540	24,230	2.62%
	Total Debt Service Funds			2,027,367	1,644,230	1,633,650	1,655,720	22,070
ENTERPRISE FUNDS	421	Water Utility Fund	7,334,086	13,326,074	13,560,770	8,429,970	(5,130,800)	-37.84%
	422	Storm Utility Fund	4,053,783	7,572,032	7,421,540	4,131,780	(3,289,760)	-44.33%
	423	Sewer/WWTP Utility Fund	8,750,223	19,573,656	20,408,780	12,414,120	(7,994,660)	-39.17%
	424	Utility Debt Service Fund	-	1,345,759	1,343,120	1,989,900	646,780	48.16%
	Total Enterprise Funds			20,138,092	41,817,521	42,734,210	26,965,770	(15,768,440)
INTERNAL SERVICE FUNDS	511	Equipment Rental Fund	1,530,294	1,533,909	1,524,190	1,579,570	55,380	3.63%
	617	Firemen's Pension Fund	50,575	65,350	64,450	64,840	390	0.61%
TOTAL BUDGET			\$ 73,474,037	\$ 103,551,170	\$ 101,605,070	\$ 84,161,300	\$(17,443,770)	-17.17%

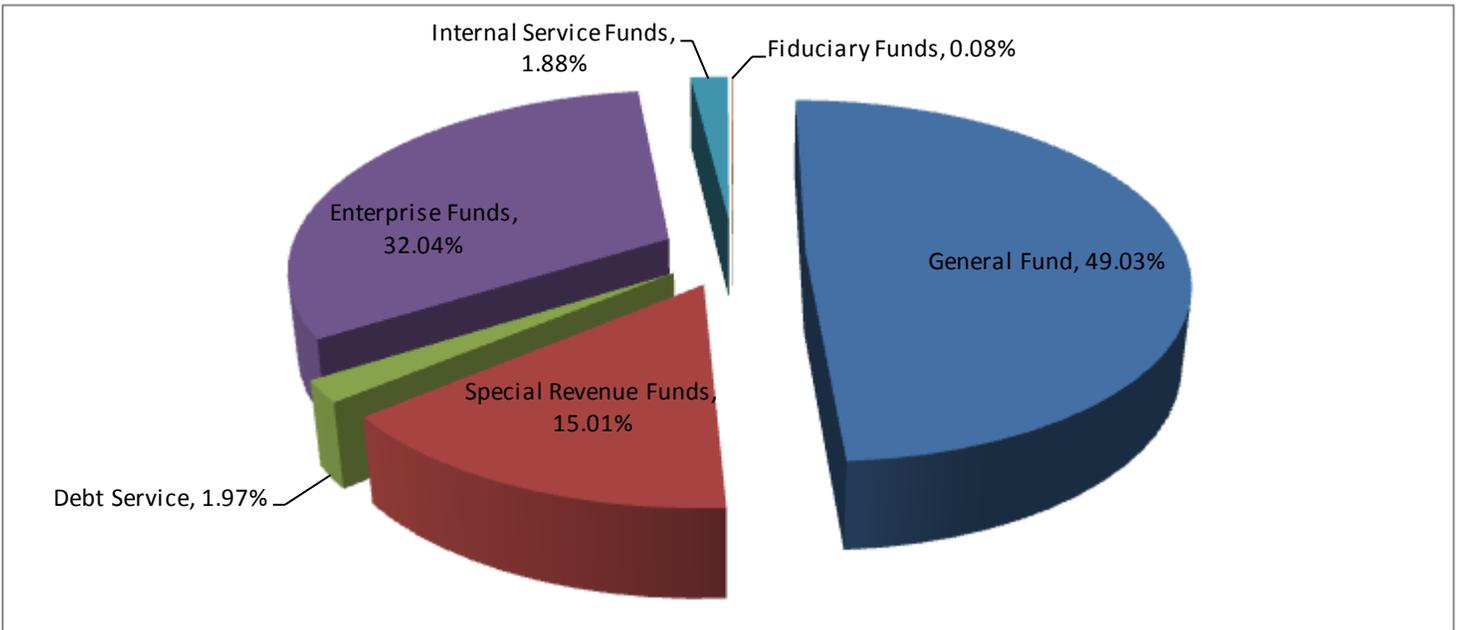
2016 EXPENDITURE SUMMARY - ALL FUNDS

		2014	2015	2015	2016	Change 16-15	Change 16-15
Fund		Actuals	Budget	Estimate	Budget	Estimate	Estimate
GENERAL FUND	001 General Fund	\$ 39,569,676	\$ 39,345,849	\$ 38,569,530	\$ 39,733,780	\$ 1,164,250	3.02%
	009 LEOFF Medical Insurance Reserve Subfund	278,426	361,825	278,780	279,480	700	0.25%
	011 Risk Management Reserve Subfund	-	71,529	80,000	-	(80,000)	-100.00%
	012 Contingency Reserve Fund	-	800,000	800,000	800,000	-	0.00%
	014 Historic Preservation Gift Fund	4,484	9,900	9,600	5,400	(4,200)	-43.75%
	016 Building Maintenance Subfund	316,769	793,800	599,900	1,754,000	1,154,100	192.38%
	Total General Fund		40,169,355	41,382,903	40,337,810	42,572,660	2,234,850
SPECIAL REVENUE FUNDS	104 Drug Enforcement Fund	54,281	76,033	70,630	76,030	5,400	7.65%
	111 Street Fund	1,614,294	1,703,419	1,642,230	1,712,370	70,140	4.27%
	112 Street Construction Fund	4,123,891	10,310,313	9,201,440	5,311,460	(3,889,980)	-42.28%
	117 Municipal Arts Acquisition Fund	89,218	157,775	109,280	181,380	72,100	65.98%
	118 Memorial Tree Fund	-	-	-	-	-	0.00%
	120 Hotel/Motel Tax Fund	46,010	70,000	70,000	149,650	79,650	113.79%
	121 Employee Parking Permit Fund	25,086	26,871	26,880	26,880	-	0.00%
	122 Youth Scholarship Fund	2,020	3,000	2,170	3,000	830	38.25%
	123 Tourism Promotional Arts Fund	17,570	21,500	21,500	31,500	10,000	46.51%
	125 REET 2	509,034	2,435,000	1,872,360	1,523,650	(348,710)	-18.62%
	126 Special Capital/Parks Acquisition	530,130	943,400	835,910	1,934,390	1,098,480	131.41%
	127 Gifts Catalog Fund	3,850	51,795	33,640	44,950	11,310	33.62%
	129 Special Projects Fund	-	-	-	-	-	0.00%
	130 Cemetery Maintenance/Imp. Fund	146,271	171,784	173,500	210,370	36,870	21.25%
	132 Parks Construction Fund	207,300	6,000,443	2,493,440	2,100,000	(393,440)	-15.78%
	136 Parks Trust Fund	-	-	-	-	-	0.00%
	138 Sister City Commission Fund	4,940	10,400	10,400	12,500	2,100	20.19%
139 Transportation Benefit District Fund	595,177	724,850	718,430	682,500	(35,930)	-5.00%	
Total Special Revenue Funds		7,969,072	22,706,583	17,281,810	14,000,630	(3,281,180)	-18.99%
DEBT SERVICE FUNDS	211 LID Control Fund	28,600	28,567	25,240	14,400	(10,840)	-42.95%
	213 LID Guaranty Fund	-	-	-	-	-	0.00%
	231 2012 LTGO Debt Service Fund	1,023,291	667,693	667,700	677,380	9,680	1.45%
	232 2014 Debt Service Fund	946,226	925,310	925,310	949,540	24,230	2.62%
	Total Debt Service Funds		1,998,117	1,621,570	1,618,250	1,641,320	23,070
ENTERPRISE FUNDS	421 Water Utility Fund	6,272,526	10,682,593	9,978,540	12,323,960	2,345,420	23.50%
	422 Storm Utility Fund	3,113,532	7,137,109	4,916,850	6,612,170	1,695,320	34.48%
	423 Sewer/WWTP Utility Fund	8,179,251	15,836,228	13,745,050	17,172,110	3,427,060	24.93%
	424 Utility Debt Service Fund	-	1,344,102	1,344,140	1,990,920	646,780	48.12%
	Total Enterprise Funds		17,565,310	35,000,032	29,984,580	38,099,160	8,114,580
INTERNAL SERVICE FUNDS	511 Equipment Rental Fund	1,132,299	1,777,825	1,670,110	1,955,820	285,710	17.11%
FIDUCIARY FUNDS	617 Firemen's Pension Fund	52,716	77,629	56,830	59,610	2,780	4.89%
	TOTAL BUDGET		\$ 68,886,868	\$ 102,566,542	\$ 90,949,390	\$ 98,329,200	\$ 7,379,810

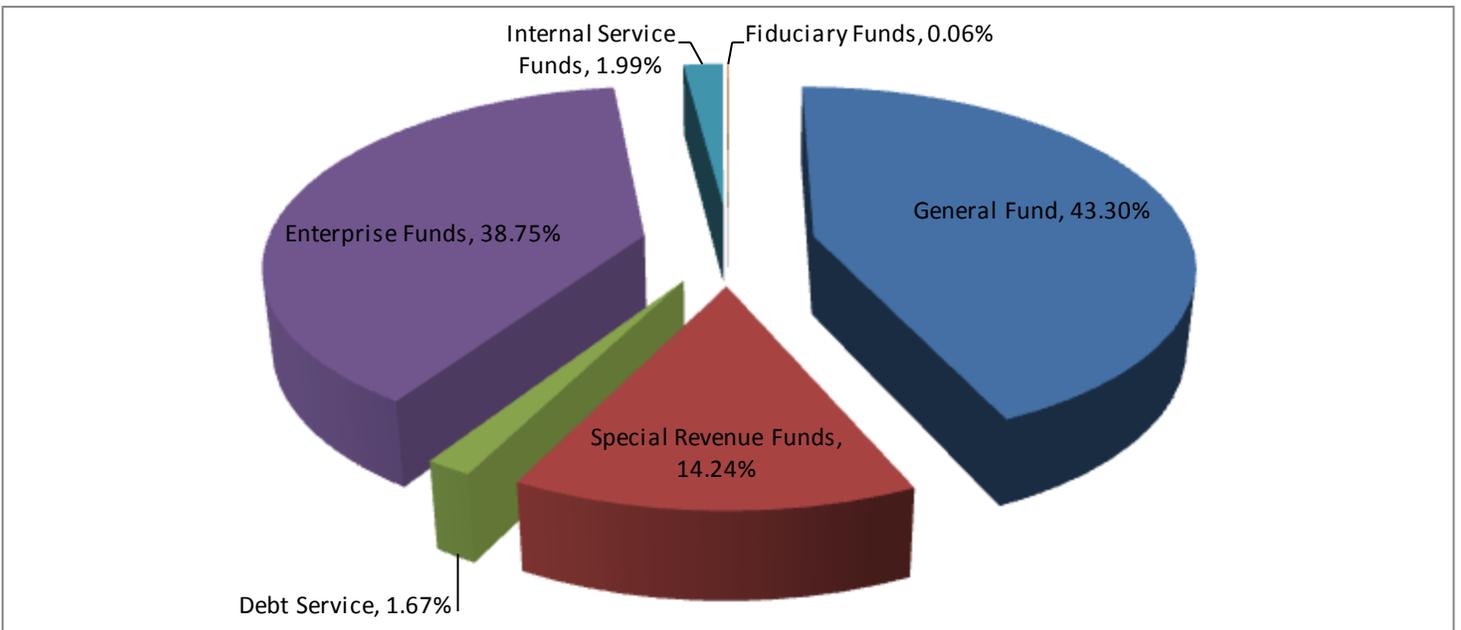
2016 BUDGET SUMMARY - ALL FUNDS

Fund		Beginning Fund Balance	2016 Revenue	2016 Expenditures	Ending Fund Balance	
GENERAL FUND	001	General Fund	\$ 5,478,820	\$ 39,266,670	\$ 39,733,780	\$ 5,011,710
	009	LEOFF Medical Insurance Reserve Subfund	538,964	278,770	279,480	538,254
	011	Risk Management Reserve Subfund	951,822	6,660	-	958,482
	012	Contingency Reserve Subfund	4,680,337	28,110	800,000	3,908,447
	013	Multimodal Transportation Subfund	56,023	-	-	56,023
	014	Historic Preservation Gift Fund	966	5,000	5,400	566
	016	Building Maintenance Subfund	133,846	1,680,000	1,754,000	59,846
	Total General Fund		11,840,778	41,265,210	42,572,660	10,533,328
SPECIAL REVENUE FUNDS	104	Drug Enforcement Fund	27,529	153,000	76,030	104,499
	111	Street Fund	516,350	1,760,500	1,712,370	564,480
	112	Street Construction Fund	242,455	5,290,850	5,311,460	221,845
	117	Municipal Arts Acquisition Fund	438,055	102,410	181,380	359,085
	118	Memorial Tree Fund	17,902	110	-	18,012
	120	Hotel/Motel Tax Fund	131,671	82,150	149,650	64,171
	121	Employee Parking Permit Fund	59,434	21,390	26,880	53,944
	122	Youth Scholarship Fund	16,002	5,550	3,000	18,552
	123	Tourism Promotional Arts Fund	82,775	27,530	31,500	78,805
	125	REET 2	769,725	1,108,000	1,523,650	354,075
	126	Special Capital/Parks Acquisition	1,433,044	1,102,000	1,934,390	600,654
	127	Gifts Catalog Fund	255,556	46,900	44,950	257,506
	129	Special Projects Fund	38,358	280	-	38,638
	130	Cemetery Maintenance/Imp. Fund	121,773	177,260	210,370	88,663
	132	Parks Construction Fund	1,125,276	2,037,240	2,100,000	1,062,516
	136	Parks Trust Fund	151,639	630	-	152,269
	137	Cemetery Maintenance Fund	882,509	19,880	-	902,389
	138	Sister City Commission Fund	1,513	12,010	12,500	1,023
	139	Transportation Benefit District Fund	5	682,500	682,500	5
Total Special Revenue Funds		6,311,571	12,630,190	14,000,630	4,941,131	
DEBT SERVICE FUNDS	211	LID Control Fund	4	14,400	14,400	4
	213	LID Guaranty Fund	101,808	14,400	-	116,208
	231	2012 LTGO Debt Service Fund	-	677,380	677,380	-
	232	2014 Debt Service Fund	-	949,540	949,540	-
	Total Debt Service Funds		101,812	1,655,720	1,641,320	116,212
	421	Water Utility Fund	19,866,901	8,429,970	12,323,960	15,972,911
	422	Storm Utility Fund	12,626,485	4,131,780	6,612,170	10,146,095
	423	Sewer/WWTP Utility Fund	50,560,514	12,414,120	17,172,110	45,802,524
	424	Utility Debt Service Fund	842,941	1,989,900	1,990,920	841,921
	Total Enterprise Funds		83,896,841	26,965,770	38,099,160	72,763,451
INTERNAL SERVICE FUNDS	511	Equipment Rental Fund	7,099,240	1,579,570	1,955,820	6,722,990
FIDUCIARY FUNDS	617	Firemen's Pension Fund	196,492	64,840	59,610	201,722
TOTAL BUDGET		\$ 109,446,734	\$ 84,161,300	\$ 98,329,200	\$ 95,278,834	

Budgeted Revenues by Fund (All Funds) – 2016



Budgeted Expenditures by Fund (All Funds) – 2016



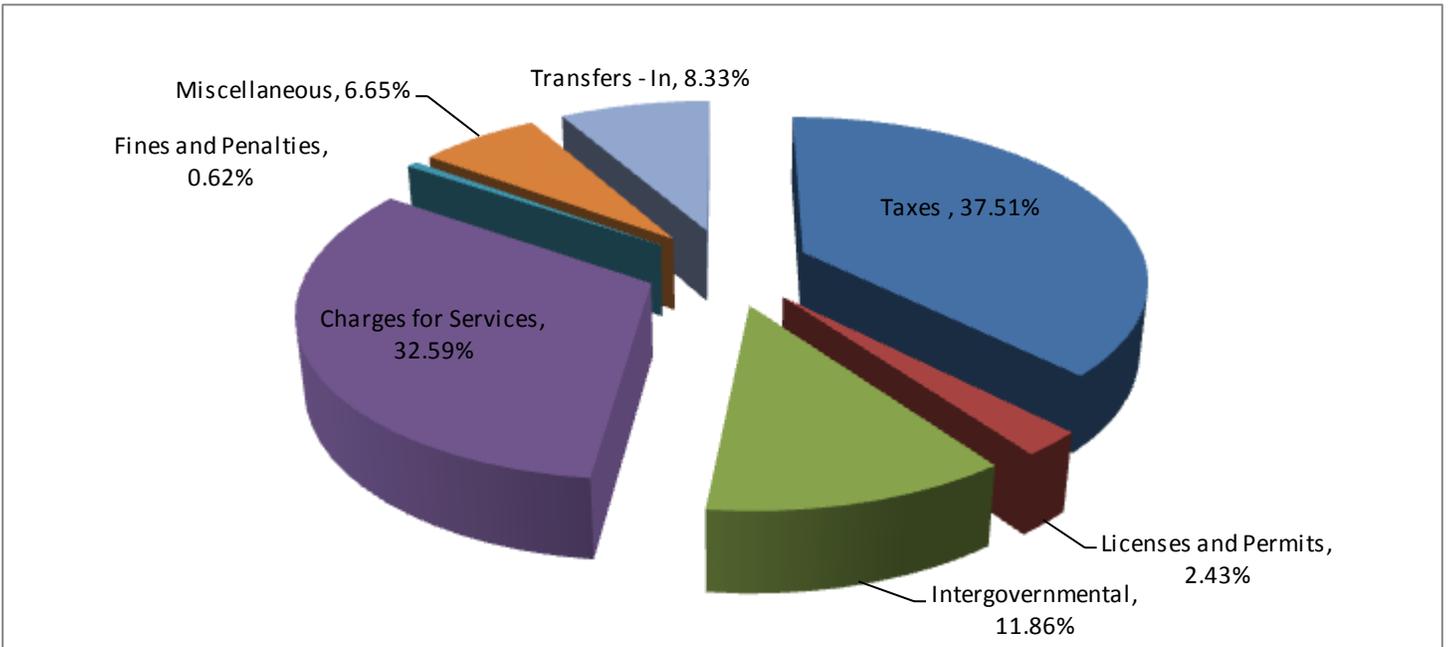
CHANGE IN ENDING FUND BALANCE - ALL FUNDS

Fund		Est. 2015 Ending Fund Balance	Net 2016 Surplus/(Deficit)	2016 Ending Fund Balance	Change in Fund Bal. 16-15	
GENERAL FUND	001	General Fund	\$ 5,478,820	\$ (467,110)	\$ 5,011,710	-8.53%
	009	LEOFF Medical Insurance Reserve Subfund	538,964	(710)	538,254	-0.13%
	011	Risk Management Reserve Subfund	951,822	6,660	958,482	0.00%
	012	Contingency Reserve Subfund	4,680,337	(771,890)	3,908,447	-16.49%
	013	Multimodal Transportation Subfund	56,023	-	56,023	0.00%
	014	Historic Preservation Gift Fund	966	(400)	566	-41.41%
	016	Building Maintenance Subfund	133,846	(74,000)	59,846	-55.29%
		Total General Fund		11,840,778	(1,307,450)	10,533,328
SPECIAL REVENUE FUNDS	104	Drug Enforcement Fund	27,529	76,970	104,499	279.60%
	111	Street Fund	516,350	48,130	564,480	9.32%
	112	Street Construction Fund	242,455	(20,610)	221,845	-8.50%
	117	Municipal Arts Acquisition Fund	438,055	(78,970)	359,085	-18.03%
	118	Memorial Tree Fund	17,902	110	18,012	0.61%
	120	Hotel/Motel Tax Fund	131,671	(67,500)	64,171	-51.26%
	121	Employee Parking Permit Fund	59,434	(5,490)	53,944	-9.24%
	122	Youth Scholarship Fund	16,002	2,550	18,552	15.94%
	123	Tourism Promotional Arts Fund	82,775	(3,970)	78,805	-4.80%
	125	REET 2	769,725	(415,650)	354,075	-54.00%
	126	Special Capital/Parks Acquisition	1,433,044	(832,390)	600,654	-58.09%
	127	Gifts Catalog Fund	255,556	1,950	257,506	0.76%
	129	Special Projects Fund	38,358	280	38,638	0.73%
	130	Cemetery Maintenance/Imp. Fund	121,773	(33,110)	88,663	-27.19%
	132	Parks Construction Fund	1,125,276	(62,760)	1,062,516	0.00%
	136	Parks Trust Fund	151,639	630	152,269	0.42%
	137	Cemetery Maintenance Fund	882,509	19,880	902,389	2.25%
	138	Sister City Commission Fund	1,513	(490)	1,023	-32.39%
139	Transportation Benefit District Fund	5	-	5	0.00%	
	Total Special Revenue Funds		6,311,571	(1,370,440)	4,941,131	-21.71%
DEBT SERVICE FUNDS	211	LID Control Fund	4	-	4	0.00%
	213	LID Guaranty Fund	101,808	14,400	116,208	0.00%
	231	2012 LTGO Debt Service Fund	-	-	-	0.00%
		Total Debt Service Funds		101,812	14,400	116,212
ENTERPRISE FUNDS	421	Water Utility Fund	19,866,901	(3,893,990)	15,972,911	-19.60%
	422	Storm Utility Fund	12,626,485	(2,480,390)	10,146,095	-19.64%
	423	Sewer/WWTP Utility Fund	50,560,514	(4,757,990)	45,802,524	-9.41%
	424	Utility Debt Service Fund	842,941	(1,020)	841,921	-0.12%
		Total Enterprise Funds		83,896,841	(11,133,390)	72,763,451
INTERNAL SERVICE FUNDS	511	Equipment Rental Fund	7,099,240	(376,250)	6,722,990	-5.30%
FIDUCIARY FUNDS	617	Firemen's Pension Fund	196,492	5,230	201,722	2.66%
TOTAL BUDGET		\$ 109,446,734	\$ (14,167,900)	\$ 95,278,834	-12.95%	

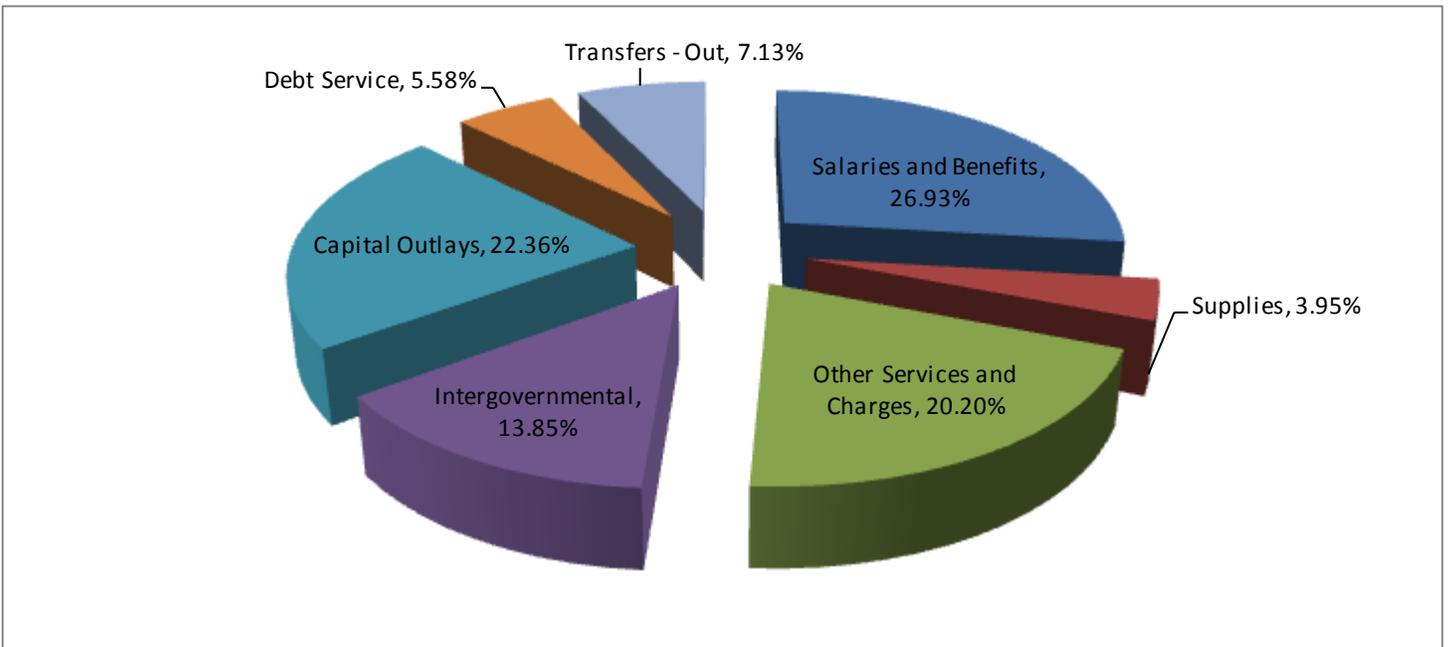
REVENUE SUMMARY - ALL FUNDS

	2013	2014	2015	2016
	Actual	Actual	Estimate	Budget
Beginning Cash Balance	\$ 33,998,198	\$ 46,763,653	\$ 48,058,693	\$ 58,714,373
Remaining Fund Balance	54,224,008	47,440,233	50,732,361	50,732,361
Total Beginning Fund Balance	88,222,206	94,203,886	98,791,054	109,446,734
REVENUES				
Property Taxes	13,564,946	13,717,961	14,374,020	14,705,650
Sales and Use Taxes	6,104,618	6,694,501	7,024,050	6,889,900
Utility Taxes	6,485,822	6,640,962	6,660,430	6,850,620
Excise Taxes	227,635	861,755	931,500	924,700
Other Taxes	1,838,329	1,866,320	2,200,000	2,200,000
Taxes Total	28,221,351	29,781,498	31,190,000	31,570,870
Business Licenses and Permits	1,314,520	1,367,662	1,403,120	1,392,120
Building Permits and Fees	572,478	856,051	664,130	653,300
Licenses & Permits Total	1,886,998	2,223,713	2,067,250	2,045,420
Intergovernmental Total	3,793,077	5,448,527	12,168,770	9,982,780
General Government	340,075	482,740	377,460	363,680
Public Safety	1,103,990	1,083,739	998,100	990,700
Utilities	16,475,790	17,625,302	19,232,000	20,633,490
Transportation	1,312,622	651,369	761,130	693,800
Natural and Economic Environment	568,760	1,029,264	769,640	795,660
Social Services	10,164	8,684	10,000	10,000
Culture and Recreation	1,010,667	1,077,060	921,380	932,080
Interfund Services	1,766,856	2,141,460	1,981,000	3,009,100
Charges for Services Total	22,588,923	24,099,617	25,050,710	27,428,510
Fines and Penalties Total	647,092	563,768	513,980	525,530
Investment Earnings	43,969	209,511	202,840	187,590
Rents and Concessions	1,779,242	1,847,723	1,942,840	1,983,680
Contributions/Donations	224,366	267,026	94,010	570,310
Special Assessments	24,608	25,539	13,000	12,000
Other Misc Revenue	658,725	635,676	446,550	545,860
Capital Contributions	1,247,602	1,549,979	1,767,820	2,292,480
Sale of Capital Assets	117,445	26,513	17,970	5,000
Miscellaneous Total	4,095,957	4,561,967	4,485,030	5,596,920
Transfers In	2,627,958	4,031,633	7,158,330	7,011,270
Other Financing	-	2,763,314	18,971,000	-
Total Revenues & Transfers	63,861,356	73,474,037	101,605,070	84,161,300
Total Resources Available	97,859,554	120,237,690	149,663,763	142,875,673
Estimated Remaining Fund Balance	54,224,008	47,440,233	50,732,361	50,732,361
Total Fund Balance	\$ 152,083,562	\$ 167,677,923	\$ 200,396,124	\$ 193,608,034

Percentage Revenue Budget by Type (All Funds) – 2016



Percentage Expenditure Budget by Type (All Funds) – 2016



EXPENDITURE SUMMARY - ALL FUNDS

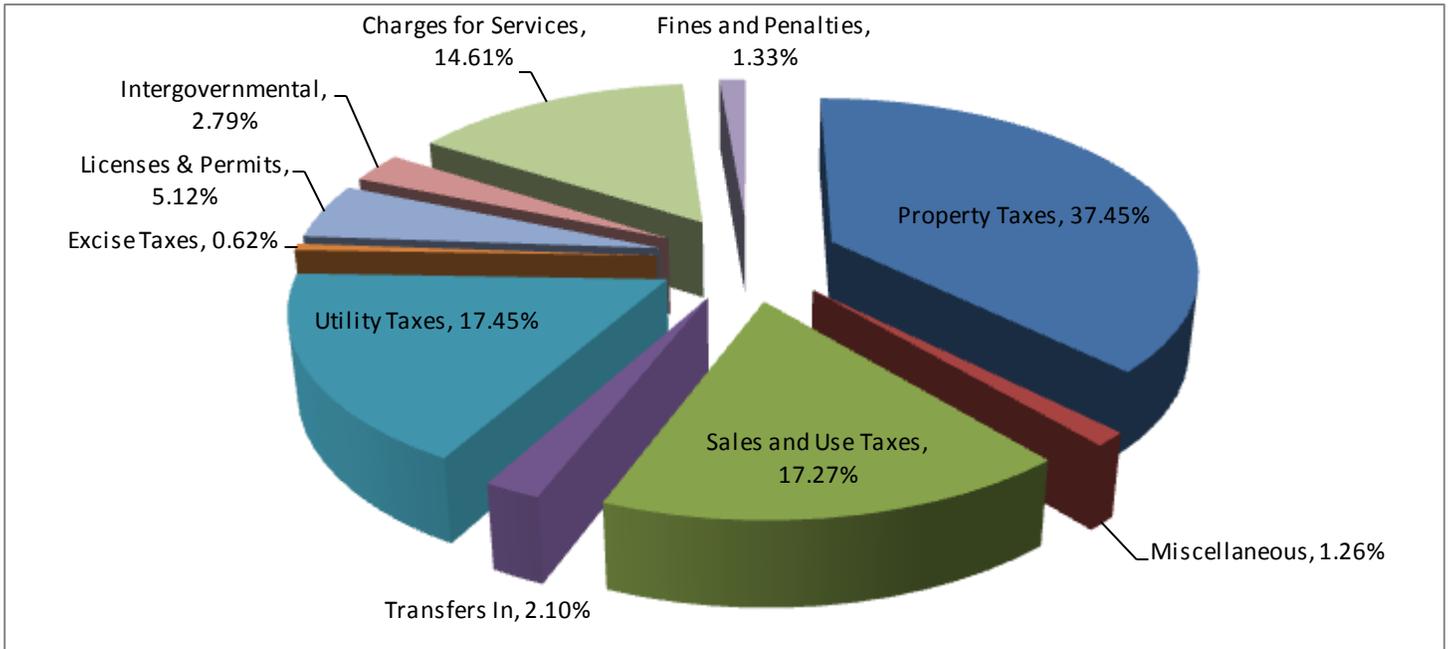
	2013 Actual	2014 Actual	2015 Estimate	2016 Budget
EXPENDITURE				
Salaries	\$ 16,153,061	16,627,902	\$ 17,732,230	\$ 18,800,660
Benefits	6,109,199	6,662,215	7,095,270	7,680,800
Total Salaries and Benefits	22,262,259	23,290,117	24,827,500	26,481,460
Total Supplies	3,371,710	3,560,358	3,674,610	3,887,230
Professional Services	3,801,249	4,158,602	9,309,730	11,170,480
Communication	266,580	242,885	280,640	298,230
Travel	21,074	32,294	57,550	62,790
Advertising	73,376	72,545	-	-
Excise Taxes	-	5,637	550,000	551,500
Rental/Lease	1,458,353	1,617,265	1,635,480	1,676,740
Insurance	757,747	739,848	793,870	873,790
Utilities	1,697,677	1,646,596	1,846,620	1,852,930
Repairs & Maintenance	910,716	1,399,138	1,088,710	2,648,130
Miscellaneous	1,461,330	1,047,480	765,900	726,460
Total Other Services and Charges	10,448,101	10,962,290	16,328,500	19,861,050
Total Intergovernmental Services	12,304,233	13,805,017	13,169,180	13,615,610
Total Capital Outlays	591,241	3,610,922	20,685,480	21,984,190
Total Debt Service	2,744,469	5,327,372	5,215,790	5,488,390
EXPENDITURE TOTAL	51,722,013	60,556,075	83,901,060	91,317,930
Transfers Out	2,626,891	4,031,633	7,048,330	7,011,270
Reclassifications and Cost Allocations	429,308	756,299	-	-
Depreciation Expense	3,101,465	3,542,862	-	-
TOTAL EXPENDITURES & TRANSFERS	57,879,677	68,886,868	90,949,390	98,329,200
Ending Cash Balance	46,763,653	48,058,693	58,714,373	44,546,473
Estimated Remaining Fund Balance	47,440,233	50,732,361	50,732,361	50,732,361
Ending Fund Balance	94,203,886	98,791,054	109,446,734	95,278,834
Total All Uses with Fund Balance	\$ 152,083,563	167,677,922	\$ 200,396,124	\$ 193,608,034

2016 General Fund Revenue

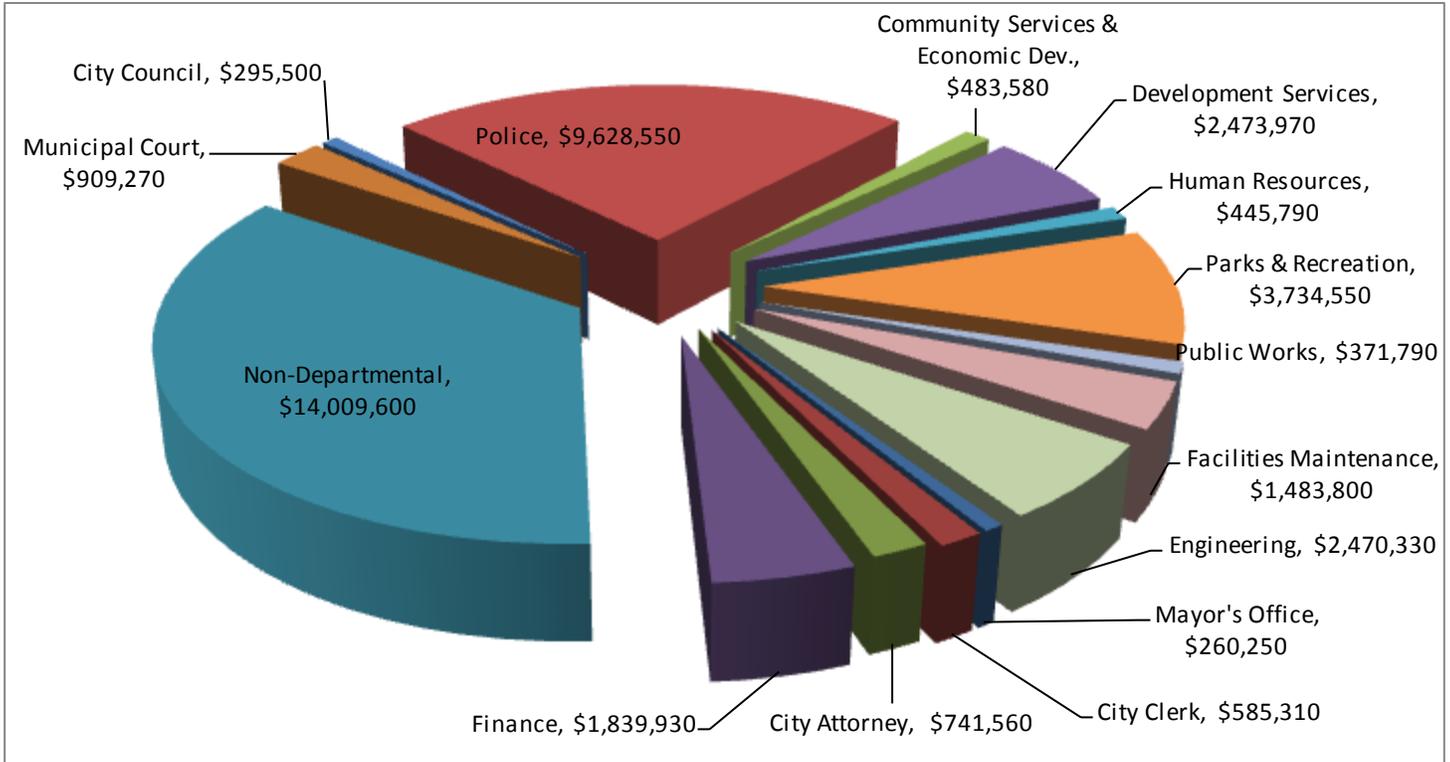
General Fund revenue for 2016, excluding fund balances, is \$39.3 million; an increase of 4.43% from the 2015 year-end estimate.

General Fund Revenues	2013 Actual	2014 Actual	2015 Estimate	2016 Budget
Property Taxes	\$ 13,564,946	\$ 13,717,961	\$ 14,374,020	\$ 14,705,650
Sales and Use Taxes	6,018,989	6,597,329	6,930,300	6,780,900
Utility Taxes	6,485,822	6,640,962	6,660,430	6,850,620
Excise Taxes	227,635	238,644	241,000	242,200
Tax Total	26,297,393	27,194,895	28,205,750	28,579,370
Business Licenses & Franchise Fees	1,314,520	1,367,662	1,403,120	1,392,120
Building Permits and Fees	544,346	808,831	627,460	619,000
Licenses & Permits Total	1,858,866	2,176,493	2,030,580	2,011,120
Intergovernmental Total	723,731	766,365	772,380	1,094,820
General Government	307,004	440,226	344,580	330,850
Public Safety	1,103,990	1,083,739	998,100	990,700
Utilities	31,080	17,805	16,400	16,400
Transportation	1,178	1,706	1,800	1,800
Natural and Economic Environment	407,950	598,404	543,910	534,250
Social Services	10,164	8,684	10,000	10,000
Culture and Recreation	968,072	1,032,532	879,380	889,580
Interfund Charges for Services	1,742,529	2,126,201	1,969,500	2,964,600
Charges for Services Total	4,571,966	5,309,297	4,763,670	5,738,180
Fines and Penalties Total	639,896	558,427	510,580	522,130
Investment Earnings	12,247	27,450	39,880	49,300
Rents, Leases & Concessions	365,411	347,099	412,760	419,600
Contributions & Donations	23,626	25,958	15,180	11,450
Other Misc Revenue	20,616	12,383	29,010	14,860
Sale of Capital Assets & Ins. Recoveries	854	-	-	-
Miscellaneous Total	422,754	412,890	496,830	495,210
Proceeds from refunding Long-Term Debt	-	2,763,314	-	-
Transfers In	12,797	-	822,180	825,840
Total Revenues & Transfers	\$ 34,527,403	\$ 39,181,681	\$ 37,601,970	\$ 39,266,670

Percentage General Revenue by Type – 2016



2016 General Fund Expenditures by Department



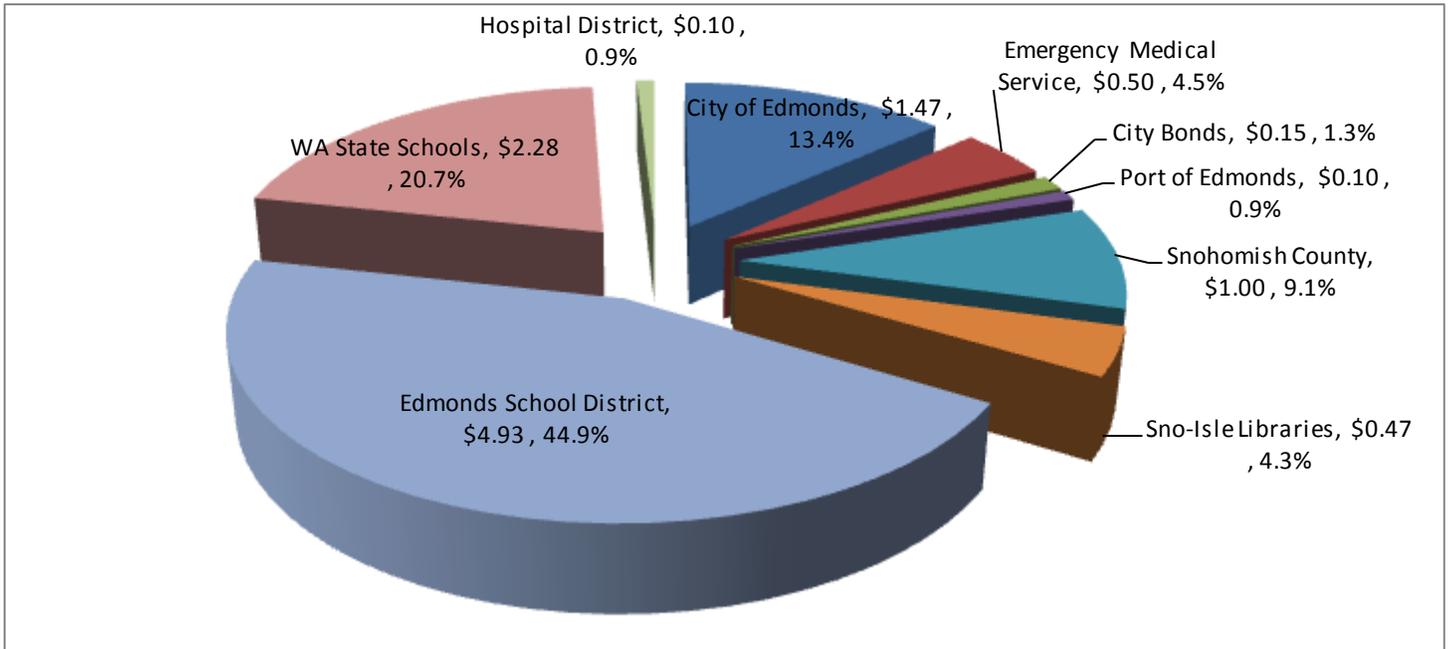
General Fund Expenditures by Department							
	2012 Actual	2013 Actual	2014 Actual	2015 Estimate	2016 Budget	14-15 % Change	15-16 % Change
City Council	\$ 253,496	\$ 283,946	\$ 216,844	\$ 258,780	\$ 295,500	19.34%	14.19%
Mayor's Office	227,032	235,609	244,596	257,830	260,250	5.41%	0.94%
Human Resources	219,185	257,042	335,265	384,730	445,790	14.75%	15.87%
Municipal Court	729,435	728,776	797,036	868,370	909,270	8.95%	4.71%
Economic Development	108,187	-	-	-	-	0.00%	0.00%
City Clerk	505,436	588,355	504,023	574,270	585,310	13.94%	1.92%
Finance	730,719	793,866	774,547	821,220	939,820	6.03%	14.44%
Fiber Optic Project	133,470	43,698	44,988	58,150	59,200	29.26%	1.81%
Information Services	648,297	561,247	887,575	719,430	840,910	-18.94%	16.89%
City Attorney	486,551	483,465	559,428	664,180	741,560	18.72%	11.65%
Non-Departmental	14,008,532	11,061,295	17,247,780	14,750,980	14,009,600	-14.48%	-5.03%
Police	8,165,136	8,949,272	8,718,900	9,050,240	9,628,550	3.80%	6.39%
Community Services & Economic Dev.	313,429	370,469	451,113	453,890	483,580	0.62%	6.54%
Development Services	1,592,460	1,562,163	1,888,786	2,382,400	2,473,970	26.13%	3.84%
Parks, Recreation and Cultural Services	3,272,646	3,388,835	3,451,661	3,612,160	3,734,550	4.65%	3.39%
Public Works	288,805	325,704	343,263	354,610	371,790	3.31%	4.84%
Facilities Maintenance	1,301,011	1,338,459	1,449,635	1,498,910	1,483,800	3.40%	-1.01%
Engineering	1,331,354	1,356,123	1,654,236	1,859,380	2,470,330	12.40%	32.86%
Total Expenditures	\$ 34,315,181	\$ 32,328,324	\$ 39,569,676	\$ 38,569,530	\$ 39,733,780	-2.53%	3.02%

Significant General Fund Changes include: 2016 will mark the fifth year for an improving economy in the Edmonds area and due to the improved economy the City is looking to restore several needed positions lost during the 2008 recession. General Fund Departments restoring employees include: Finance (1), Police (2), Development Services (1), Facilities Maintenance (1) and Engineering (1). Additionally, in 2015, the last loan installment of \$67,000 for Fire Station 20 paid in 2015. Information about specific changes is included in the departmental narratives under 2016 Major Budget Changes and on pages 29 through 32.

PROPERTY TAX

Property taxes are the City’s largest revenue source at \$14.7 million in 2016, 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 19.3% of property taxes paid by Edmonds property owners.

2015 Property Tax Rates by Jurisdiction



The City of Edmonds receives a relatively small percentage of a property owner’s tax bill (13.4% 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.

2015 Property Tax Rate per \$1,000 of Assessed Value		
Government Agency	Tax Rate	% of Total
City of Edmonds	\$ 1.47	13.4%
Emergency Medical Service	0.50	4.5%
City Bonds	0.15	1.3%
Total, City of Edmonds	2.12	19.3%
Port of Edmonds	0.10	0.9%
Snohomish County	1.00	9.1%
Sno-Isle Libraries	0.47	4.3%
Edmonds School District	4.93	44.9%
WA State Schools	2.28	20.7%
Hospital District	0.10	0.9%
Total	\$ 10.99	100.0%

DECISION PACKAGES

Pkg#	Department	Description	One-Time Y/N	2016 Cost	2017 Ongoing Cost	2016 Revenue
General Fund (001)						
1	Council	Council Legislative Assistant	N	42,160	44,270	
2	Council	Travel	N	4,200	4,200	
3	Council	Miscellaneous	Y	7,000		
4	Council	Salaries	N	1,850	1,880	
5	Human Resources	NeoGov Applicant Tracking System	Y	20,000	6,000	
6	Human Resources	Reclassification of HR Analyst to Sr HR Analyst	N	6,650	6,980	
7	Human Resources	Public Defense Consultant	Y	16,000		
8	City Clerk	Public Disclosure Specialist FTE	N	17,340	17,690	
9	City Attorney	Prosecutor Contract	N	42,000	42,000	
10	Court	Paperless Court	Y	20,000		
11	Finance	Staff Accountant/Financial Analyst	N	103,950	107,010	36,930
12	Information Services	Information Systems Management Promotion	N	5,950	6,070	1,180
13	Information Services	Software License True up	Y	47,560		
14	Information Services	Police Video Surveillance System Data Storage	Y	8,000		
15	Information Services	Data Wiring Upgrades	N	22,500	22,500	
16	Information Services	Share Point Servers	Y	15,000		
17	Information Services	LIDAR - GIS Radar imaging	Y	7,000		
18	Information Services	Software Support & GIS Web Application	N	3,490	3,490	
19	Non-Departmental	Base Allocation Increase	N	43,400	43,400	
20	Non-Departmental	Public Defense Contract	N	31,080	31,080	
21	Economic Development	Restroom construction	Y	110,000		
22	Police	Part-time DV Coordinator hours increase	N	14,210	14,490	
23	Police	Re-Establishment of Street Crimes Unit	N	207,570	215,910	
24	Police	Ballistic Vests Replacement	Y	20,600		11,970
25	Council	Miscellaneous expenses for Diversity Comm.	Y	3,000		
26	Council	Diversity Commission contracted staff services	Y	6,000		
27	Community Services	Community relations consultant	Y	30,000		
28	Community Services	Social media services	N	3,600	3,600	
29	Community Services	Community Survey	Y	19,000		
30	Economic Development	Increase annual business-attraction advertising	N	26,000	26,000	
31	Economic Development	Calendar software for VisitEdmonds	N	5,500	5,500	
32	Development Services	Digitization and Archiving	Y	48,000		
33	Development Services	Completion of Highway 99 Subarea Plan	Y	75,000		
34	Development Services	Building Inspector	N	95,190	98,840	
35	Development Services	Permit Coordinator	N	33,880	33,970	8,160
36	Development Services	Advance Planner	N	38,530	40,460	
37	Development Services	Urban Forest Management Plan	Y	65,000	65,000	
38	Parks & Recreation	FAC classroom chairs and tables	Y	5,830		
39	Parks & Recreation	Migration to ActiveNet	N	6,970	6,970	
40	Parks & Recreation	Restore .5 Arts Assistant	N	27,700	29,080	
41	Economic Development	Operations & Maintenance for Restrooms	N	25,000	35,000	
42	Parks & Recreation	John Deere Gator Utility Tractor	Y	14,400	1,400	
43	Public Works	Custodian	N	57,120	59,980	
44	Public Works	Construction Inspector	N	113,800	119,240	102,420
45	Public Works	Edmonds Waterfront Analysis Study	Y	450,000		383,330
46	Public Works	SR99 Access Management Study (220th-224th)	Y	10,000		
47	Public Works	Commute Trip Reduction	N	1,000	1,000	
General Fund Totals				1,978,030	1,093,010	543,990

Building Maintenance (016)						
19	Public Works	Base Allocation Increase				43,400
48	Public Works	FS 16 Generator Replacement	Y	43,000		
49	Public Works	FS 17 Ceiling Repairs	Y	25,000		
50	Public Works	City Hall Fire Door Controls Replacement	Y	6,000		
51	Public Works	FAC Floor Repairs	Y	10,000		
Building Maintenance Totals				84,000	-	43,400

Street Fund (111)						
52	Street Fund	Asset Management Mobile Field Conversion	Y	12,500		
Street Fund Totals				12,500	-	-

DECISION PACKAGES CONTINUED

Hotel/Motel Tax Fund (120)						
21	Economic Development	Restroom construction	Y	60,000		
53	Hotel/Motel Tax	Log Cabin Maintenance	Y	4,500		
54	Hotel/Motel Tax	\$3,000 Contribution to RevitalizeWa Conference	Y	3,000		
55	Hotel/Motel Tax	LTAC Miscellaneous Expenditures	N	4,650	4,650	
56	Hotel/Motel Tax	Increase in LTAC Advertising	Y	4,000		
57	Hotel/Motel Tax	Increase to LTAC Professional Svcs budget	Y	3,500		
Hotel/Motel Tax Fund Totals				79,650	4,650	-

REET 1 Fund (126)						
21	Economic Development	Restroom construction	Y	90,000		
REET 1 Fund Totals				90,000	-	-

Cemetery Fund (130)						
58	Cemetery Fund	Parks Seasonal Cemetery Laborer	N	18,300	18,300	
Cemetery Fund Totals				18,300	18,300	-

Parks Construction Fund (132)						
21	Economic Development	Restroom construction	Y	150,000		150,000
Parks Construction Fund				150,000	-	150,000

Water Utility Fund (421)						
11	Finance	Staff Accountant/Financial Analyst	N	13,300	13,300	
12	Information Services	Information Systems Management Promotion	N	420	420	
17	Water	LIDAR - GIS Radar imaging	Y	1,000		
18	Water	Software Support & GIS Web Application	N	1,200	1,200	
35	Water	Permit Coordinator	N	2,720	2,720	
44	Water	Construction Inspector	N	34,140	34,140	
52	Water	Asset Management Mobile Field Conversion	Y	12,500		
59	Water	Full Time Employee	N	67,080	70,430	
60	Water	Truck Mounted Hoist	Y	15,000		
Water Utility Fund				147,360	122,210	-

Storm Water Utility Fund (422)						
11	Finance	Staff Accountant/Financial Analyst	N	7,390	7,390	
12	Information Services	Information Systems Management Promotion	N	240	240	
17	Stormwater	LIDAR - GIS Radar imaging	Y	1,000		
18	Stormwater	Software Support & GIS Web Application	N	1,200	1,200	
35	Stormwater	Permit Coordinator	N	2,720	2,720	
44	Stormwater	Construction Inspector	N	34,140	34,140	
52	Stormwater	Asset Management Mobile Field Conversion	Y	12,500		
61	Stormwater	Request for full time employee	N	60,880	63,920	
62	Stormwater	Stormwater Code Updated for Phase II NPDES Permit	Y	50,000		
Storm Water Utility Fund				170,070	109,610	-

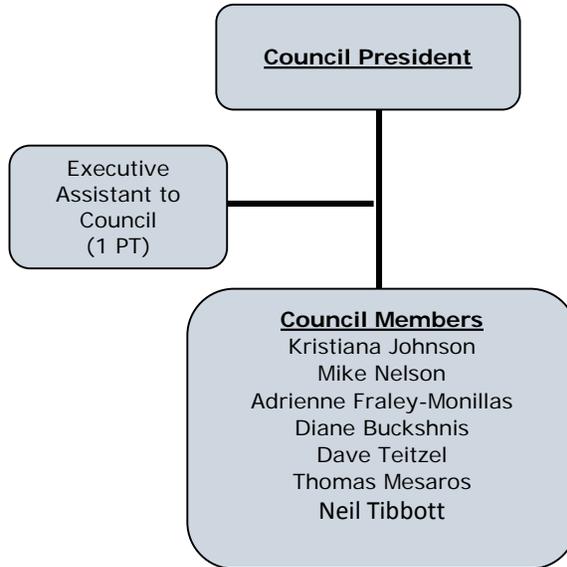
Sewer Utility Fund (422)						
11	Finance	Staff Accountant/Financial Analyst	N	16,240	16,240	
12	Information Services	Information Systems Management Promotion	N	520	520	
14	Wasterwater	Police Video Surveillance System Data Storage	Y	2,000		
17	Sewer	LIDAR - GIS Radar imaging	Y	1,000		
18	Sewer	Software Support & GIS Web Application	N	1,200	1,200	
35	Sewer	Permit Coordinator	N	2,720	2,720	
44	Sewer	Construction Inspector	N	34,140	34,140	
52	Sewer	Asset Management Mobile Field Conversion	Y	12,500		
Sewer Utility Fund				70,320	54,820	-

Equipment Rental Fund (422)						
23	Equipment Rental	Re-Establishment of Street Crimes Unit	Y	55,000		
44	Public Works	Construction Inspector	Y	31,000		
63	Equipment Rental	Canopy for the propane dispencer	Y	22,000		
64	Equipment Rental	Propane conversions to (4) work trucks	Y	30,000		
65	Equipment Rental	Computers for police patrol cars	Y	50,000		
Equipment Rental Fund				188,000	-	-

COUNCIL'S PRELIMINARY BUDGET BOOK CHANGES		
Item #	Description	Cash Increase (Decrease)
GENERAL FUND		
1	Council Legislative Assistant (move expense from salaries and benefits to professional services)	
	Salaries	\$31,000
	Benefits	\$11,160
	Professional Services	(\$42,160)
2	Increase Council Contingency Funding by \$10,000	
	Miscellaneous	(\$10,000)
4	Reduce Council Training Budget by \$2,250	
	Miscellaneous	\$2,250
5	Add Tree Board Funding for Staff Support and Supplies	
	Supplies	(\$3,000)
	Professional Services	(\$6,000)
13*	Move Expense of Purchase of John Deere Gator Utility Tractor to Equipment Rental Fund	
	Equipment	\$13,000
17*	Increase Transfer to Historic Preservation Fund	
	Interfund Transfer	(\$5,000)
	Impacts to General Fund Ending Cash	(\$8,750)
Fund 014 Historic Preservation		
17*	Historic Preservation Commission 2017 Calendar	
	Transfer In from the General Fund	\$5,000
	Miscellaneous	(\$5,000)
	Impacts to Fund 014 Ending Cash	\$0
Fund 511 Equipment Rental Fund		
13*	Move Expense of Purchase of John Deere Gator Utility Tractor to Equipment Rental Fund	
	Equipment	(\$13,000)
	Impacts to Fund 511 Ending Cash	(\$13,000)

STAFF'S PRELIMINARY BUDGET BOOK CHANGES		
Item #	Description	Cash Increase (Decrease)
GENERAL FUND		
1	Student's Saving Salmon Club for Stream Testing Miscellaneous	(\$5,000)
2	Reduce PFD Contingency Reserve to \$135,000 from \$180,000 ECA Contingency Reserve	\$45,000
3	Increase Funding for Prosecutor Contract Professional Services	(\$12,000)
4	Include "On-going" Transfer to Sister City Fund 138 Interfund Transfer	(\$5,000)
	Impacts to General Fund Ending Cash	\$23,000
Fund 112 Street Construction		
5*	Reduce Stormwater Funding Construction Other Fund	(\$187,500)
	Impacts to Fund 112 Ending Cash	(\$187,500)
Fund 138 Sister City Commision		
4*	Include "On-going" Transfer to Sister City Fund 138 Interfund Transfer	\$5,000
4*	Annual General Fund transfer to support the Sister City Fund Supplies	(\$750)
	Travel	(\$1,000)
	Miscellaneous	(\$3,200)
	Impacts to Fund 138 Ending Cash	\$50
Fund 421 Water Utility Fund		
5*	Increase Stormwater Funding Construction Other Projects	\$187,500
	Impacts to Fund 421 Ending Cash	\$187,500

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 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 2016 Budget Changes:

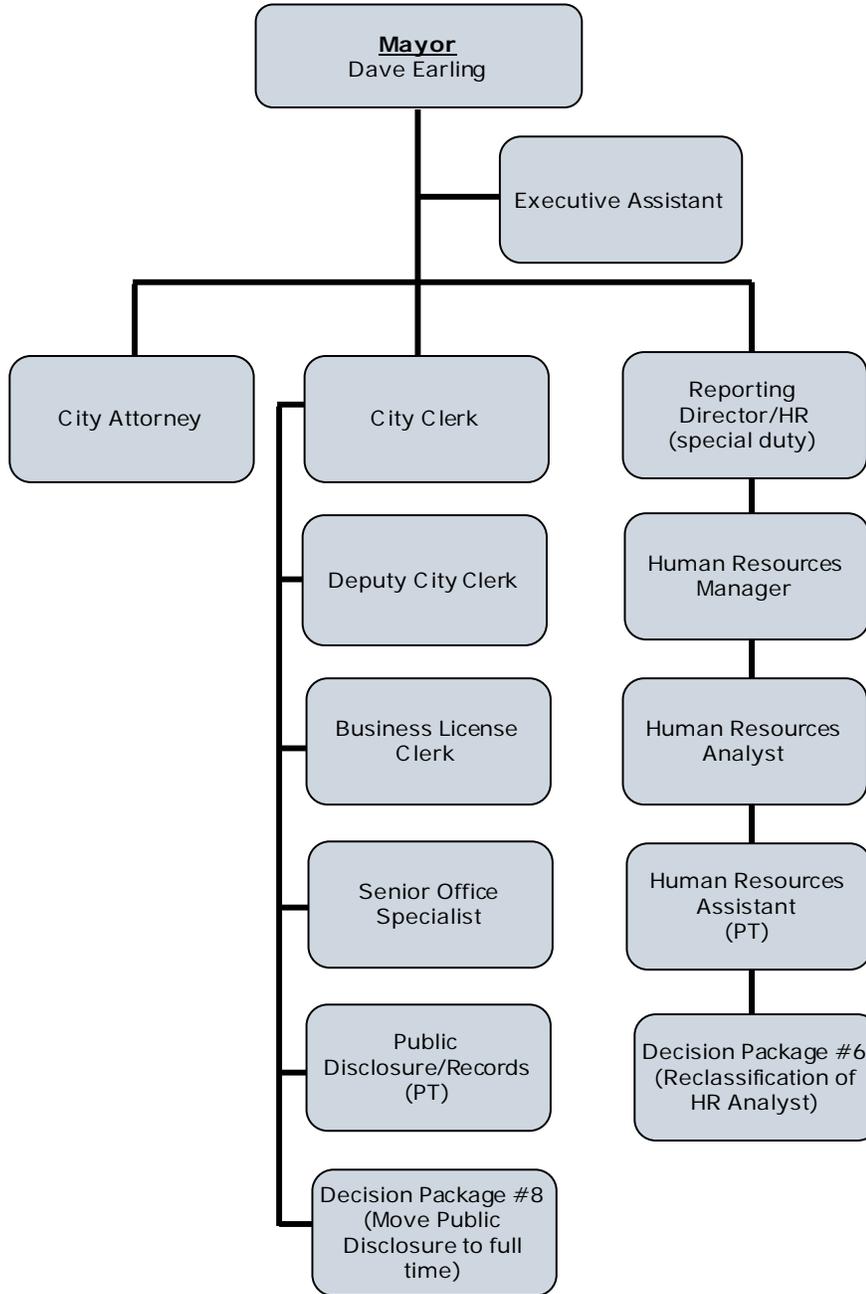
- Decision package #1 added \$42,160 to 2016 professional services for a council legislative assistant
- Decision package #2 added \$4,200 to 2016 costs for travel
- Decision package #3 added \$7,000 to 2016 costs for miscellaneous
- Decision package #4 added \$1,850 to 2016 costs for salaries

- Council amendment #2 added \$10,000 to the Council Contingency Fund
- Council amendment #4 reduced the Council training budget by \$2,250

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

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Salaries-Council	94,819	95,088	103,910	86,390	(8,698)	-9%	(17,520)	-16.86%
Salaries-Staff	28,222	31,840	31,970	25,990	(5,850)	-18%	(5,980)	-18.71%
Salaries-Videotaping	-	5,980	7,500	6,720	740	12%	(780)	-10.40%
Overtime	-	2,000	2,000	1,000	(1,000)	-50%	(1,000)	-50.00%
Overtime	124	-	-	-	N/A	N/A	N/A	N/A
Benefits-Council	61,932	59,761	50,040	73,210	13,449	23%	23,170	46.30%
Benefits-Staff	13,445	12,831	14,870	13,710	879	7%	(1,160)	-7.80%
Benefits-Videotaping	-	1,920	1,920	1,630	(290)	-15%	(290)	-15.10%
Supplies	583	2,000	2,000	2,000	-	0%	-	0.00%
Small Equipment	1,805	-	830	-	N/A	N/A	(830)	-100.00%
Professional Svc	1,066	10,000	10,000	47,160	37,160	372%	37,160	371.60%
Communications	3,279	3,000	3,000	3,000	-	0%	-	0.00%
Travel	1,803	2,500	2,500	6,700	4,200	168%	4,200	168.00%
Rental/Lease	518	490	490	490	-	0%	-	0.00%
Repairs/Maintenance	-	1,500	500	500	(1,000)	-67%	-	0.00%
Miscellaneous	779	2,250	2,250	7,000	4,750	211%	4,750	211.11%
Council Contingency	8,470	25,000	25,000	20,000	(5,000)	-20%	(5,000)	-20.00%
	216,844	256,160	258,780	295,500	39,340	15%	36,720	14.19%

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	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Office of the Mayor	244,596	257,113	257,830	260,250	3,137	1%	2,420	1%
Human Resources	335,265	399,688	384,730	445,790	46,102	12%	61,060	16%
City Clerk	504,023	595,274	574,270	585,310	(9,964)	-2%	11,040	2%
City Attorney	559,428	664,180	664,180	741,560	77,380	12%	77,380	12%
	1,643,311	1,916,255	1,881,010	2,032,910	116,655	6%	151,900	8%

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Salaries	686,316	730,037	701,440	748,520	18,483	3%	47,080	7%
Overtime	1,777	-	-	-	N/A	N/A	N/A	N/A
Benefits	211,720	251,595	272,580	250,870	(725)	0%	(21,710)	-8%
Supplies	12,545	14,537	12,540	14,040	(497)	-3%	1,500	12%
Small Equipment	607	300	300	300	-	0%	-	0%
Professional Svc	641,924	778,263	764,990	885,870	107,607	14%	120,880	16%
Communication	35,130	52,100	52,100	52,100	-	0%	-	0%
Travel	975	4,000	4,000	5,000	1,000	25%	1,000	25%
Rental/Lease	23,978	24,600	24,600	24,600	-	0%	-	0%
Repair/Maintenance	16,934	24,475	26,280	25,830	1,355	6%	(450)	-2%
Miscellaneous	11,406	36,348	22,180	25,780	(10,568)	-29%	3,600	16%
	1,643,311	1,916,255	1,881,010	2,032,910	116,655	6%	151,900	8%

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

Function

The Mayor of Edmonds serves as both the Chief Executive Officer (CEO) and the Chief Operations Officer (COO) of the City. In most cities with a strong mayor 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, 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 1/3 maintenance of the cost 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 2016 Budget Changes

Major changes for 2016 budget include an increase in the travel budget for conferences and possible trip to Washington DC. Other change is to the miscellaneous budget to cover catering costs for the Mayor’s annual staff meeting.

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

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Salaries	191,269	196,512	195,870	197,160	648	0%	1,290	1%
Benefits	44,854	46,801	48,160	48,190	1,389	3%	30	0%
Supplies	1,207	2,000	2,000	1,500	(500)	-25%	(500)	-25%
Professional Svc	1,154	2,000	2,000	2,000	-	0%	-	0%
Communication	713	1,400	1,400	1,400	-	0%	-	0%
Travel	539	2,500	2,500	3,000	500	20%	500	20%
Rental/Lease	2,468	2,400	2,400	2,400	-	0%	-	0%
Repair/Maintenance	-	500	500	-	(500)	-100%	(500)	-100%
Miscellaneous	2,391	3,000	3,000	4,600	1,600	53%	1,600	53%
	244,596	257,113	257,830	260,250	3,137	1%	2,420	1%

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 Manager, Human Resources Analyst, PT Human Resources assistant, as well as 5% special duty pay for a Reporting Director.

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 small 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 flex plan spending arrangement monthly fees. Included as well is the worker’s compensation claims consultant fees.

The communications budget funds the expense associated with the Manager’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 2016 Budget Changes

Decision package #5 added \$20,000 to 2016 costs for the NeoGov Applicant Tracking System

Decision package #6 added \$6,650 to 2016 costs for reclassification of the HR analyst to senior HR analyst

Decision package #7 added \$16,000 to 2016 costs for a public defense consultant

Description	2014 Actual	2015 Budget	2015 Estimate	2016 Budget	\$ Change 16-15 Budget	% Change 16-15 Budget	\$ Change 16-15 Estimate	% Change 16-15 Estimate
Personnel								
Salaries	193,316	198,913	207,770	226,880	27,967	14%	19,110	9%
Benefits	65,591	75,651	79,480	73,380	(2,271)	-3%	(6,100)	-8%
Supplies	2,982	2,300	300	2,300	-	0%	2,000	667%
Small Equipment	337	300	300	300	-	0%	-	0%
Professional Svc	46,685	55,776	45,000	86,000	30,224	54%	41,000	91%
Advertising	4,092	5,000	4,500	5,000	-	0%	500	11%
Communications	1,049	700	700	700	-	0%	-	0%
Travel	63	500	500	1,000	500	100%	500	100%
Rental/Lease	2,470	2,200	2,200	2,200	-	0%	-	0%
Repair/Maintenance	6,119	6,000	7,800	7,850	1,850	31%	50	1%
Miscellaneous	5,137	29,168	15,000	17,000	(12,168)	-42%	2,000	13%
	327,841	376,508	363,550	422,610	46,102	12%	59,060	16%
Civil Service								
Supplies	1,224	-	-	-	N/A	N/A	N/A	N/A
Professional Svc	6,167	23,000	21,000	23,000	-	0%	2,000	10%
Miscellaneous	32	180	180	180	-	0%	-	0%
	7,424	23,180	21,180	23,180	-	0%	2,000	9%
	335,265	399,688	384,730	445,790	46,102	12%	61,060	16%

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; Laserfiche 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 2016 Budget Changes

Decision package #8 added \$17,340 to 2016 costs to increase the public disclosure specialist to FTE.

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

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Salaries	301,730	334,612	297,800	324,480	(10,132)	-3%	26,680	9%
Overtime	1,777	-	-	-	N/A	N/A	N/A	N/A
Benefits	101,275	129,143	144,940	129,300	157	0%	(15,640)	-11%
Supplies	7,131	10,237	10,240	10,240	3	0%	-	0%
Small Equipment	270	-	-	-	N/A	N/A	N/A	N/A
Professional Services	22,685	24,107	24,110	24,110	3	0%	-	0%
Advertising	1,763	4,200	4,200	4,200	-	0%	-	0%
Communications	33,368	50,000	50,000	50,000	-	0%	-	0%
Travel	373	1,000	1,000	1,000	-	0%	-	0%
Rental/Lease	19,040	20,000	20,000	20,000	-	0%	-	0%
Repairs & Maintenance	10,815	17,975	17,980	17,980	5	0%	-	0%
Miscellaneous	3,795	4,000	4,000	4,000	-	0%	-	0%
	504,023	595,274	574,270	585,310	(9,964)	-2%	11,040	2%

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 2016 Budget Changes

Decision package #9 added \$42,000 to 2016 costs for the prosecutor contract

Staff recommended change #3 added an additional \$12,000 for the prosecuting attorney contract

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

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Prof Svc - City Atty	389,835	492,000	492,000	511,680	19,680	4%	19,680	4%
Prof Serv - Misc Legal	5,648	5,000	5,000	5,000	-	0%	-	0%
Prof Serv - Prosecutor	163,894	167,180	167,180	224,880	57,700	35%	57,700	35%
Miscellaneous	50	-	-	-	N/A	N/A	N/A	N/A
	559,428	664,180	664,180	741,560	77,380	12%	77,380	12%

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.

Major 2016 Budget Changes

Staff recommended change #4 added \$5,000 for an annual transfer to the Sister City Fund from the General Fund
 Staff recommended change #4 added \$5,000 to 2016 costs for the Sister City Fund

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

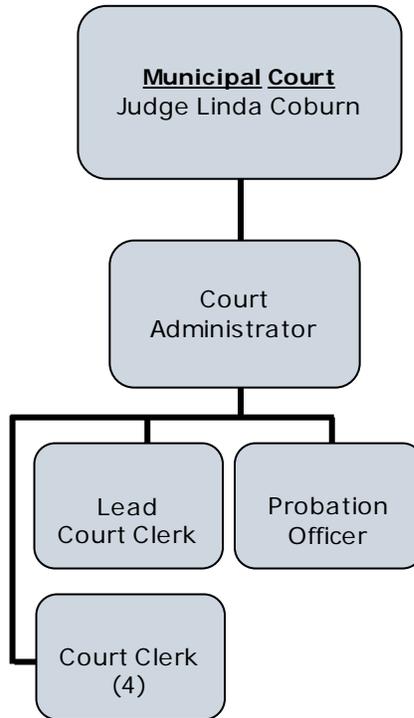
Description	2014 Actual	2015 Budget	2015 Estimate	2016 Budget	\$ Change 16-15 Budget	% Change 16-15 Budget	\$ Change 16-15 Estimate	% Change 16-15 Estimate
Program 100 -Public								
Beginning Balance	943	1,031	1,030	540	(491)	-48%	(490)	-48%
<u>Revenue</u>								
Intergovernmental Grants	500	-	-	-	N/A	N/A	N/A	N/A
Investment Interest	3	12	10	10	(2)	-17%	-	0%
Contributions	-	5,000	5,000	-	(5,000)	-100%	(5,000)	-100%
Interfund Transfer	-	5,000	-	5,000	-	0%	5,000	N/A
Total Revenues	503	10,012	5,010	5,010	(5,002)	-50%	-	0%
<u>Expenditure</u>								
Supplies	-	1,000	1,000	1,000	-	0%	-	0%
Travel	-	1,000	1,000	1,000	-	0%	-	0%
Miscellaneous	415	3,500	3,500	3,500	-	0%	-	0%
Total Expenditures	415	5,500	5,500	5,500	-	0%	-	0%
Ending Balance	1,031	5,543	540	50	(5,493)	-99%	(490)	-91%

Description	2014 Actual	2015 Budget	2015 Estimate	2016 Budget	\$ Change 16-15 Budget	% Change 16-15 Budget	\$ Change 16-15 Estimate	% Change 16-15 Estimate
Program 200 - Private								
Beginning Balance	1,071	671	670	970	299	45%	300	45%
<u>Revenue</u>								
Investment Interest	5	-	-	-	N/A	N/A	N/A	N/A
Contributions	4,120	5,200	5,200	7,000	1,800	35%	1,800	35%
Total Revenues	4,125	5,200	5,200	7,000	1,800	35%	1,800	35%
<u>Expenditure</u>								
Supplies	99	500	500	1,000	500	100%	500	100%
Student Trip	3,256	3,200	3,200	3,500	300	9%	300	9%
Miscellaneous	1,170	1,200	1,200	2,500	1,300	108%	1,300	108%
Total Expenditures	4,525	4,900	4,900	7,000	2,100	43%	2,100	43%
Ending Balance	671	971	970	970	(1)	0%	-	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, jury trials, pre-trial monitoring, probation monitoring, and public inquiries.

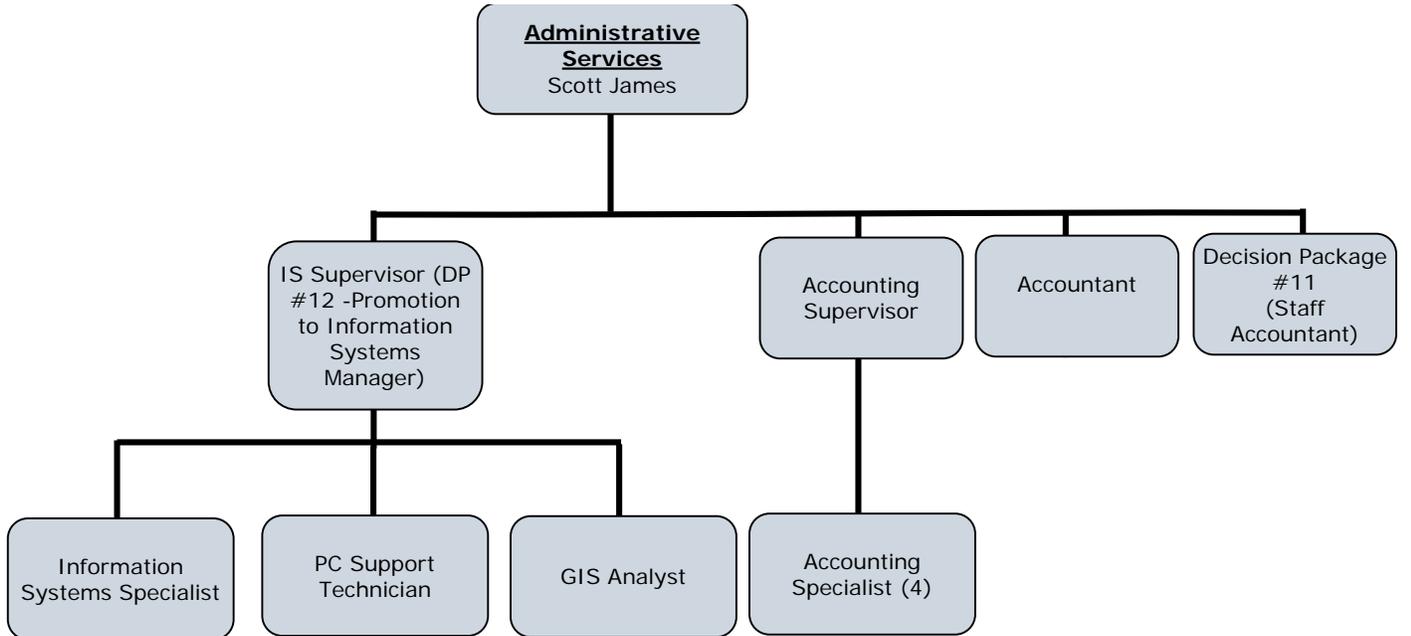
Major 2016 Budget Changes

Decision package #10 added \$20,000 to 2016 costs for paperless court

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

Description	2014 Actual	2015 Budget	2015 Estimate	2016 Budget	\$ Change 16-15 Budget	% Change 16-15 Budget	\$ Change 16-15 Estimate	% Change 16-15 Estimate
Court								
Salaries	452,531	448,425	447,410	471,260	22,835	5%	23,850	5%
Overtime	3,011	500	2,500	500	-	0%	(2,000)	-80%
Benefits	147,124	157,608	158,330	177,180	19,572	12%	18,850	12%
Supplies	5,021	2,700	3,500	2,700	-	0%	(800)	-23%
Supplies - Judicial	248	530	530	530	-	0%	-	0%
Minor Equipment	3,504	1,000	1,600	1,000	-	0%	(600)	-38%
Small Equipment-Judicial	-	1,500	1,500	1,500	-	0%	-	0%
Professional Services	35,564	39,000	39,000	39,000	-	0%	-	0%
Prof Serv - Interpreter	12,677	14,000	12,000	14,000	-	0%	2,000	17%
Communications	3,165	3,300	2,000	1,700	(1,600)	-48%	(300)	-15%
Travel	1,918	1,500	2,500	1,500	-	0%	(1,000)	-40%
Rental/Lease	762	700	300	400	(300)	-43%	100	33%
Repair/Maintenance	2,495	1,300	400	850	(450)	-35%	450	113%
Miscellaneous	11,494	54,000	40,000	34,000	(20,000)	-37%	(6,000)	-15%
Misc - Jury	1,257	1,100	1,100	1,100	-	0%	-	0%
	680,773	727,163	712,670	747,220	20,057	3%	34,550	5%
Probation								
Salaries	63,963	90,439	88,490	94,930	4,491	5%	6,440	7%
Overtime	12	100	100	100	-	0%	-	0%
Benefits	25,144	44,924	45,510	45,570	646	1%	60	0%
Supplies	7,003	6,700	6,700	6,700	-	0%	-	0%
Small Equipment	240	300	300	300	-	0%	-	0%
Prof Serv - Interpreter	15,509	11,000	11,000	11,000	-	0%	-	0%
Communications	-	100	100	100	-	0%	-	0%
Travel	1,698	1,000	1,000	1,000	-	0%	-	0%
Rental/Lease	670	700	700	400	(300)	-43%	(300)	-43%
Repairs & Maintenance	747	300	600	850	550	183%	250	42%
Miscellaneous	1,277	1,100	1,200	1,100	-	0%	(100)	-8%
	116,264	156,663	155,700	162,050	5,387	3%	6,350	4%
	797,036	883,826	868,370	909,270	25,444	3%	40,900	5%

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	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Finance	774,547	863,730	821,220	939,820	76,090	9%	118,600	14%
Fiber Optic Project	44,988	59,200	58,150	59,200	-	0%	1,050	2%
Information Services	887,575	763,565	719,430	840,910	77,345	10%	121,480	17%
	1,707,110	1,686,495	1,598,800	1,839,930	153,435	9%	241,130	15%

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Salaries	738,062	801,002	779,670	892,390	91,388	11%	112,720	14%
Overtime	7,067	6,667	3,750	6,670	3	0%	2,920	78%
Benefits	256,185	303,881	278,530	305,800	1,919	1%	27,270	10%
Supplies	66,675	36,050	11,500	43,050	7,000	19%	31,550	274%
Minor Equipment	185,634	125,627	101,650	110,650	(14,977)	-12%	9,000	9%
Professional Services	75,129	88,900	72,500	111,400	22,500	25%	38,900	54%
Communications	39,486	61,500	51,200	61,500	-	0%	10,300	20%
Travel	985	1,750	2,050	2,900	1,150	66%	850	41%
Rental/Lease	7,816	7,998	10,050	8,200	202	3%	(1,850)	-18%
Interfund Rental	216	-	-	-	N/A	N/A	N/A	N/A
Repair/Maintenance	136,764	202,620	198,500	242,680	40,060	20%	44,180	22%
Miscellaneous	47,207	10,500	29,000	14,690	4,190	40%	(14,310)	-49%
Machinery/Equipment	145,884	40,000	60,400	40,000	-	0%	(20,400)	-34%
	1,707,110	1,686,495	1,598,800	1,839,930	153,435	9%	241,130	15%

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, one Accountant, an Accounting Supervisor, and four Accounting Specialists.

Major 2016 Budget Changes

Decision package #11 added \$103,950 to 2016 costs for a staff accountant/financial analyst.

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Salaries	510,278	557,767	542,400	640,150	82,383	15%	97,750	18%
Overtime	3,279	4,667	3,000	4,670	3	0%	1,670	56%
Benefits	179,984	225,246	198,120	222,600	(2,646)	-1%	24,480	12%
Supplies	4,907	7,850	4,500	7,850	-	0%	3,350	74%
Small Equipment	994	650	650	2,650	2,000	308%	2,000	308%
Professional Services	27,895	9,300	17,000	9,300	-	0%	(7,700)	-45%
Communications	976	1,000	1,000	1,000	-	0%	-	0%
Travel	634	950	1,250	2,100	1,150	121%	850	68%
Rental/Lease	3,011	3,300	3,300	3,300	-	0%	-	0%
Interfund Rental	216	0	0	0	N/A	N/A	N/A	N/A
Repair/Maintenance	40,112	46,000	46,000	38,500	(7,500)	-16%	(7,500)	-16%
Miscellaneous	2,261	7,000	4,000	7,700	700	10%	3,700	93%
	774,547	863,730	821,220	939,820	76,090	9%	118,600	14%

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 2016 Budget Changes

None

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Small Equipment	18,406	15,000	12,000	15,000	-	0%	3,000	25%
Professional Services	10,842	20,000	13,500	20,000	-	0%	6,500	48%
Communications	7,079	15,700	15,700	15,700	-	0%	-	0%
Rental/Lease	317	900	2,950	900	-	0%	(2,050)	-69%
Repairs & Maintenance	5,994	7,600	14,000	7,600	-	0%	(6,400)	-46%
Miscellaneous	2,349	-	-	-	N/A	N/A	N/A	N/A
	44,988	59,200	58,150	59,200	-	0%	1,050	2%

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 2016 Budget Changes

- Decision package #12 added 5,950 to 2016 costs for the information systems management promotion
- Decision package #13 added \$47,560 to 2016 costs for a software license true up
- Decision package #14 added \$8,000 to 2016 costs for the police video surveillance system data storage
- Decision package #15 added \$22,500 to 2016 costs for data wiring upgrades
- Decision package #16 added \$15,000 to 2016 costs for Share Point Servers
- Decision package #17 added \$7,000 to 2016 costs for LIDAR – GIS radar imaging
- Decision package #18 added \$3,490 to 2016 costs for software support & GIS web application

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

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Salaries	227,784	243,235	237,270	252,240	9,005	4%	14,970	6%
Overtime	3,788	2,000	750	2,000	-	0%	1,250	167%
Benefits	76,201	78,635	80,410	83,200	4,565	6%	2,790	3%
Supplies	61,768	28,200	7,000	35,200	7,000	25%	28,200	403%
Small Equipment	166,233	109,977	89,000	93,000	(16,977)	-15%	4,000	4%
Professional Services	36,393	59,600	42,000	82,100	22,500	38%	40,100	95%
Communications	31,430	44,800	34,500	44,800	-	0%	10,300	30%
Travel	351	800	800	800	-	0%	-	0%
Repair/Maintenance	90,658	149,020	138,500	196,580	47,560	32%	58,080	42%
Miscellaneous	42,597	3,500	25,000	6,990	3,490	100%	(18,010)	-72%
Interfund Rental	4,488	3,798	3,800	4,000	202	5%	200	5%
Machinery/Equipment	145,884	40,000	60,400	40,000	-	0%	(20,400)	-34%
	887,575	763,565	719,430	840,910	77,345	10%	121,480	17%

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 2016 Budget Changes

- Decision package #19 added \$43,400 to 2016 costs to increase the annual Fund 016 base allocation
- Decision package #20 added \$31,080 to 2016 costs for the public defense contract
- Decision package #21 added \$110,000 to 2016 costs for the restroom construction

- Staff recommended change #1 added \$5,000 to miscellaneous for the Student’s Saving the Salmon Club
- Staff recommended change #2 reduced the PFD Contingency Reserve by \$45,000
- Staff recommended change #4 added \$5,000 for an annual transfer to the Sister City Fund

Council amendment #17 added \$5,000 for an annual transfer to the Historic Preservation Fund

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

Description	2014 Actual	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
		Budget	Estimate	Budget	16-15	16-15	16-15	16-15
					Budget	Budget	Estimate	Estimate
Council Contingency	-	10,000	-	-	(10,000)	-100%	N/A	N/A
Public Defender	236,649	265,000	250,000	296,080	31,080	12%	46,080	18%
Miscellaneous Memberships	57,960	64,350	61,900	63,010	(1,340)	-2%	1,110	2%
Professional Services	-	55,000	55,000	-	(55,000)	-100%	(55,000)	-100%
Excise Taxes	5,637	6,500	5,000	6,500	-	0%	1,500	30%
State Auditor Fees	36,522	38,000	43,000	48,000	10,000	26%	5,000	12%
Election Costs	-	35,000	30,000	35,000	-	0%	5,000	17%
Voter Registration	114,986	70,000	75,000	100,000	30,000	43%	25,000	33%
Unemployment Compensation	3,929	25,000	9,500	34,500	9,500	38%	25,000	263%
Accrued Vacation/Sick Leave	-	56,125	100,000	100,000	43,875	78%	-	0%
Repair & Maintenance-Other Fund	13,910	-	-	-	N/A	N/A	N/A	N/A
Liability & Property Ins.	385,627	423,600	418,370	534,440	110,840	26%	116,070	28%
Hydrant Costs	188,170	200,000	190,000	200,000	-	0%	10,000	5%
Fire District Contract	7,070,541	8,091,500	8,091,500	8,327,000	235,500	3%	235,500	3%
Ambulance Fees	48,039	50,000	51,000	50,000	-	0%	(1,000)	-2%
Prisoner Care Supplies	1,429	3,000	2,800	3,000	-	0%	200	7%
Prisoner Care Professional Services	-	7,350	6,000	7,350	-	0%	1,350	23%
Prisoner Care Intergovernmental	448,774	650,000	500,000	524,810	(125,190)	-19%	24,810	5%
ESCA / SERS	192,525	199,300	198,800	150,300	(49,000)	-25%	(48,500)	-24%
Snocom/New World	850,074	934,100	891,000	986,770	52,670	6%	95,770	11%
Rental/Lease	3,600	3,600	3,600	3,600	-	0%	-	0%
P S Clean Air Agency	23,185	30,010	30,010	34,300	4,290	14%	4,290	14%
Saving Salmon Club	-	-	-	5,000	5,000	N/A	5,000	N/A
Alcoholism Intergovtl Svc	8,469	9,000	8,800	9,000	-	0%	200	2%
Senior Center	60,000	60,000	60,000	60,000	-	0%	-	0%
ECA Contingency Reserve	180,000	180,000	180,000	135,000	(45,000)	-25%	(45,000)	-25%
INTERFUND LOAN	-	110,000	-	-	(110,000)	-100%	N/A	N/A
Prior Period Correction	756,299	-	-	-	N/A	N/A	N/A	N/A
2007 Ltgo Bond Principal	40,749	42,483	42,490	44,220	1,737	4%	1,730	4%
2000 Bond Prin - 800 Mgtz	113,317	118,338	118,340	124,080	5,742	5%	5,740	5%
1996/2003 Public Safety Bond Principal	2,720,000	-	-	-	N/A	N/A	N/A	N/A
Fire Station # 20 - Principal	64,654	65,298	65,300	-	(65,298)	-100%	(65,300)	-100%
2007 Ltgo Bond - Interest	25,417	23,930	23,930	22,380	(1,550)	-6%	(1,550)	-6%
Otr Interest And Debt Service Costs	479	-	480	-	N/A	N/A	(480)	-100%
2000 Bond Interest - 800 Mgtz	31,553	29,685	29,690	23,770	(5,915)	-20%	(5,920)	-20%
1996/2003 Public Safety Bond Interest	23,333	-	-	-	N/A	N/A	N/A	N/A
Debt Issue Costs	16,481	-	-	-	N/A	N/A	N/A	N/A
Fire Station #20 Interest	5,097	653	660	-	(653)	-100%	(660)	-100%
Transfer To Fund 617	179	15,000	15,000	15,000	-	0%	-	0%
Transfer To Fund 009	375,000	275,000	275,000	275,000	-	0%	-	0%
Transfer to Fund 011	636,000	-	-	-	N/A	N/A	N/A	N/A
Transfer to Fund 014	4,484	2,000	2,000	5,000	3,000	150%	3,000	150%
Transfer To Fund 016	379,800	351,600	351,600	100,000	(251,600)	-72%	(251,600)	-72%
Transfer to Fund 231	214,271	169,875	169,870	166,950	(2,925)	-2%	(2,920)	-2%
Transfer to Fund 232	946,226	925,310	925,310	949,540	24,230	3%	24,230	3%
Transfer to Fund 130	40,186	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	504,231	826,000	815,030	-	(826,000)	-100%	(815,030)	-100%
Transfer To Fund 138	-	5,000	-	5,000	-	0%	5,000	N/A
Transfer To Fund 117	20,000	15,000	15,000	15,000	-	0%	-	0%
Transfer to Fund 132	-	200,000	200,000	110,000	(90,000)	-45%	(90,000)	-45%
	17,247,780	15,081,607	14,750,980	14,009,600	(1,072,007)	(4)	(741,380)	(1)

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	2014 Actual	2015 Budget	2015 Estimate	2016 Budget	\$ Change 16-15 Budget	% Change 16-15 Budget	\$ Change 16-15 Estimate	% Change 16-15 Estimate
Beginning Balance	440,744	539,044	539,040	538,960	(84)	0%	(80)	0%
<u>Revenue</u>								
Investment Interest	1,726	1,200	3,700	3,770	2,570	214%	70	2%
Interfund Transfer In	375,000	275,000	275,000	275,000	-	0%	-	0%
Total Revenue	376,726	276,200	278,700	278,770	2,570	1%	70	0%
<u>Expenditure</u>								
Medical Benefits	190,477	229,575	173,950	178,720	(50,855)	-22%	4,770	3%
Long Term Care Benefit	87,674	125,000	97,550	100,480	(24,520)	-20%	2,930	3%
Professional Services	-	7,000	7,000	-	(7,000)	-100%	(7,000)	-100%
Miscellaneous	275	250	280	280	30	12%	-	0%
Total Expenditure	278,426	361,825	278,780	279,480	(82,345)	-23%	700	0%
Ending Balance	539,044	453,419	538,960	538,250	84,831	19%	(710)	0%

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	2014 Actual	2015 Budget	2015 Estimate	2016 Budget	\$ Change 16-15 Budget	% Change 16-15 Budget	\$ Change 16-15 Estimate	% Change 16-15 Estimate
Beginning Balance	387,195	1,024,822	1,024,820	951,820	(73,002)	-7%	(73,000)	-7%
<u>Revenue</u>								
Investment Interest	1,627	1,180	7,000	6,660	5,480	464%	(340)	-5%
Interfund Transfer	636,000	-	-	-	N/A	N/A	N/A	N/A
Total Revenue	637,627	1,180	7,000	6,660	5,480	464%	(340)	-5%
<u>Expenditures</u>								
Miscellaneous	-	71,529	80,000	-	(71,529)	-100%	(80,000)	-100%
Total Expenditures	-	71,529	80,000	-	(71,529)	-100%	(80,000)	-100%
Ending Balance	1,024,822	954,473	951,820	958,480	4,007	0%	6,660	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	2014 Actual	2015 Budget	2015 Estimate	2016 Budget	\$ Change	% Change	\$ Change	% Change
					16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Beginning Balance	5,376,796	5,445,336	5,445,340	4,680,340	(764,996)	-14%	(765,000)	-14%
<u>Revenue</u>								
Investment Interest	68,540	19,800	35,000	28,110	8,310	42%	(6,890)	-20%
Total Revenue	68,540	19,800	35,000	28,110	8,310	42%	(6,890)	-20%
<u>Expenditures</u>								
Interfund Transfer	-	800,000	800,000	800,000	-	0%	-	0%
Total Expenditures	-	800,000	800,000	800,000	-	0%	-	0%
Ending Balance	5,445,336	4,665,136	4,680,340	3,908,450	(756,686)	-16%	(771,890)	-16%

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	2014 Actual	2015 Budget	2015 Estimate	2016 Budget	\$ Change 16-15 Budget	% Change 16-15 Budget	\$ Change 16-15 Estimate	% Change 16-15 Estimate
Beginning Balance	61,719	64,344	64,340	59,430	(4,914)	-8%	(4,910)	-8%
<u>Revenue</u>								
Employee Parking Permits	27,425	20,364	21,470	21,000	636	3%	(470)	-2%
Investment Interest	286	200	500	390	190	95%	(110)	-22%
Total Revenue	27,711	20,564	21,970	21,390	826	4%	(580)	-3%
<u>Expenditures</u>								
Supplies	0	1,785	1,790	1,790	5	0%	-	0%
Professional Services	25,086	25,086	25,090	25,090	4	0%	-	0%
Total Expenditures	25,086	26,871	26,880	26,880	9	0%	-	0%
Ending Balance	64,344	58,037	59,430	53,940	(4,097)	-7%	(5,490)	-9%

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.

Description	2014 Actual	2015 Budget	2015 Estimate	2016 Budget	\$ Change 16-15 Budget	% Change 16-15 Budget	\$ Change 16-15 Estimate	% Change 16-15 Estimate
Beginning Balance	8,744	9,843	9,840	-	(9,843)	-100%	(9,840)	-100%
<u>Revenue</u>								
Special Assessment Penalty	541	600	400	400	(200)	-33%	-	0%
Special Assessment Interest	3,619	2,000	2,000	2,000	-	0%	-	0%
Special Assessment Principal	25,539	20,000	13,000	12,000	(8,000)	-40%	(1,000)	-8%
Total Revenues	29,699	22,600	15,400	14,400	(8,200)	-36%	(1,000)	-6%
<u>Expenditure</u>								
Interfund Transfer	28,600	28,567	25,240	14,400	(14,167)	-50%	(10,840)	-43%
Total Expenditures	28,600	28,567	25,240	14,400	(14,167)	-50%	(10,840)	-43%
Ending Balance	9,843	3,876	-	-	(3,876)	-100%	N/A	N/A

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.

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Beginning Balance	47,921	76,568	76,570	101,810	25,242	33%	25,240	33%
Revenue								
Investment Interest	47	60	-	-	(60)	-100%	N/A	N/A
Interfund Transfer	28,600	28,567	25,240	14,400	(14,167)	-50%	(10,840)	-43%
Total Revenues	28,647	28,627	25,240	14,400	(14,227)	-50%	(10,840)	-43%
Expenditures								
Total Expenditures	-	-	-	-	N/A	N/A	N/A	N/A
Ending Balance	76,568	105,195	101,810	116,210	11,015	10%	14,400	14%

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 related costs. The LTGO Debt Service Fund (231) provides debt service accounting for the 2012 LTGO bond, which is a general government obligation.

Description	2014 Actual	2015 Budget	2015 Estimate	2016 Budget	\$ Change 16-15 Budget	% Change 16-15 Budget	\$ Change 16-15 Estimate	% Change 16-15 Estimate
Beginning Balance	496	-	-	-	N/A	N/A	N/A	N/A
<u>Revenue</u>								
Other Misc Revenue (PFD)	341,193	356,293	356,300	371,000	14,707	4%	14,700	4%
Transfer In From 001	214,271	169,875	169,870	166,950	(2,925)	-2%	(2,920)	-2%
Transfer In From 111	28,805	-	-	-	N/A	N/A	N/A	N/A
Transfer In From 126	438,527	141,525	141,530	139,430	(2,095)	-1%	(2,100)	-1%
Total Revenues	1,022,795	667,693	667,700	677,380	9,687	1%	9,680	1%
<u>Expenditure</u>								
Bond Principal	854,667	516,265	516,270	536,270	20,005	4%	20,000	4%
Bond Interest	168,624	151,428	151,430	141,110	(10,318)	-7%	(10,320)	-7%
Total Expenditures	1,023,291	667,693	667,700	677,380	9,687	1%	9,680	1%
Ending Balance	-	-	-	-	N/A	N/A	N/A	N/A

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	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Beginning Balance	-	-	-	-	N/A	N/A	N/A	N/A
<u>Revenue</u>								
Transfer In From 001	946,226	925,310	925,310	949,540	24,230	3%	24,230	3%
Total Revenues	946,226	925,310	925,310	949,540	24,230	3%	24,230	3%
<u>Expenditure</u>								
Bond Principal	923,198	906,908	906,910	933,210	26,302	3%	26,300	3%
Bond Interest	23,028	18,402	18,400	16,330	(2,072)	-11%	(2,070)	-11%
Total Expenditures	946,226	925,310	925,310	949,540	24,230	3%	24,230	3%
Ending Balance	-	-	-	-	N/A	N/A	N/A	N/A

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

Function

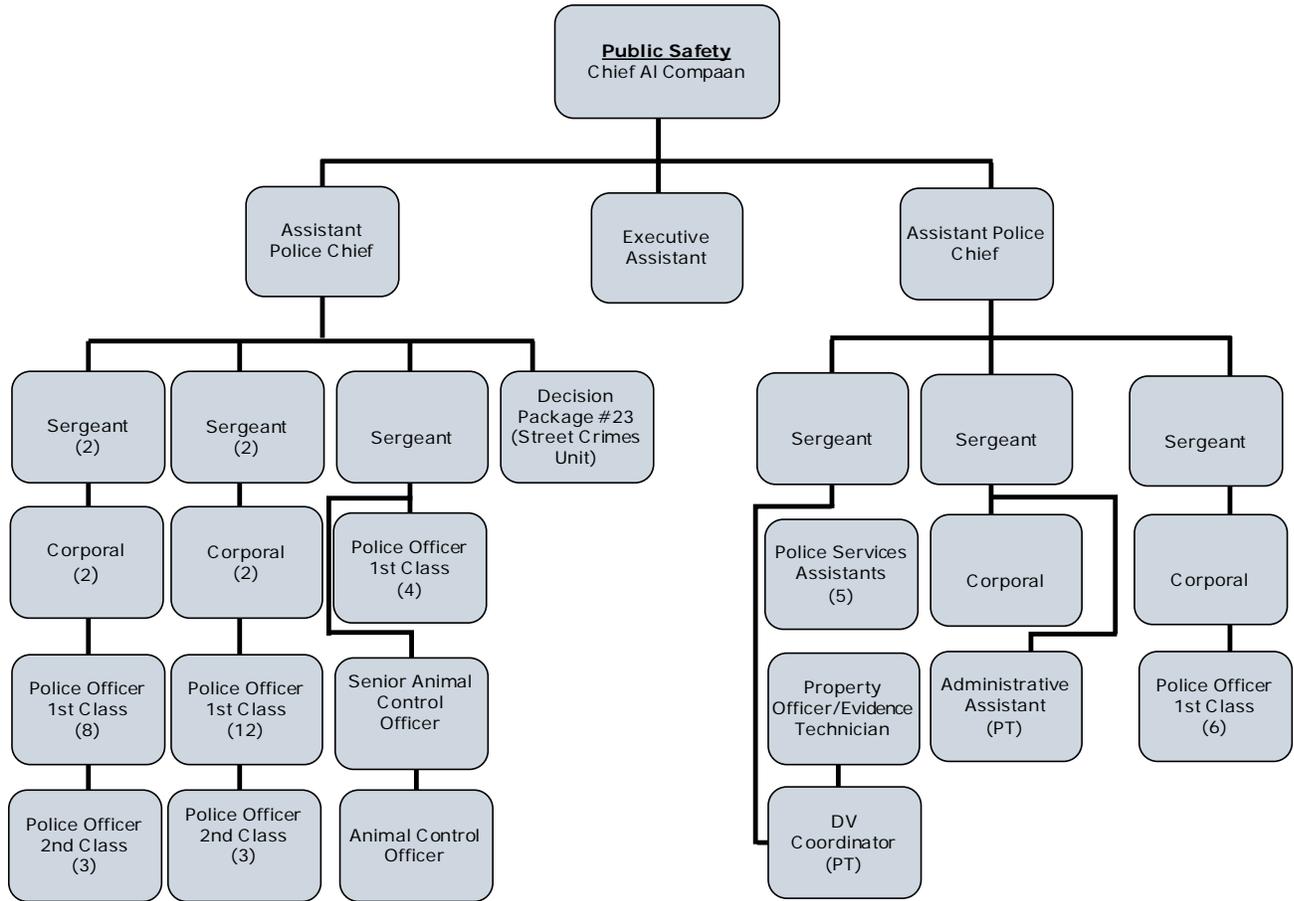
This fund was established to provide retirement pensions and medical benefits to retired City firefighters who left service prior to the establishment of the statewide Law Enforcement Officer and Firefighter (LEOFF) retirement system. This entire fund may be expended by the Firemen’s Pension Board as 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	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Beginning Balance	191,014	188,872	188,870	196,490	7,618	4%	7,620	4%
<u>Revenue</u>								
Fire Ins Premium Tax	49,637	49,700	48,450	48,450	(1,250)	-3%	-	0%
Investment Interest	759	650	1,000	1,390	740	114%	390	39%
Interfund Transfer	179	15,000	15,000	15,000	-	0%	-	0%
Total Revenues	50,575	65,350	64,450	64,840	(510)	-1%	390	1%
<u>Expenditure</u>								
Pension Payments	28,235	38,796	26,160	27,470	(11,326)	-29%	1,310	5%
Health Benefits	24,481	37,633	29,470	30,940	(6,693)	-18%	1,470	5%
Professional Services	-	1,200	1,200	1,200	-	0%	-	0%
Total Expenditures	52,716	77,629	56,830	59,610	(18,019)	-23%	2,780	5%
Ending Balance	188,872	176,593	196,490	201,720	25,127	14%	5,230	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	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Administration	833,468	919,036	929,630	968,500	49,464	5%	38,870	4%
Records Management	575,427	626,826	623,800	623,890	(2,936)	0%	90	0%
Investigation	1,107,448	1,154,645	1,131,670	1,191,520	36,875	3%	59,850	5%
Patrol	4,662,456	4,760,159	4,878,810	5,167,920	407,761	9%	289,110	6%
Special Operations	21,783	23,046	22,360	34,880	11,834	51%	12,520	56%
K-9 Unit	304,296	311,553	155,110	280,340	(31,213)	-10%	125,230	81%
Training	228,821	247,241	251,390	257,390	10,149	4%	6,000	2%
Ordinance Enforcement	246,520	255,141	256,230	267,330	12,189	5%	11,100	4%
Traffic	561,593	646,564	615,450	645,600	(964)	0%	30,150	5%
Property Management	93,089	100,038	99,270	102,060	2,022	2%	2,790	3%
Dispatch	84,000	86,520	86,520	89,120	2,600	3%	2,600	3%
	8,718,900	9,130,769	9,050,240	9,628,550	497,781	5%	578,310	6%

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Salaries	5,182,843	5,485,149	5,416,310	5,778,330	293,181	5%	362,020	7%
Overtime	391,707	400,355	447,440	396,240	(4,115)	-1%	(51,200)	-11%
Holiday Buyback	173,507	209,198	197,990	217,790	8,592	4%	19,800	10%
Benefits	2,012,464	2,056,346	2,026,600	2,220,940	164,594	8%	194,340	10%
Uniforms	42,518	56,910	53,900	80,310	23,400	41%	26,410	49%
Supplies	64,864	87,500	80,210	86,730	(770)	-1%	6,520	8%
Small Equipment	33,274	33,330	29,580	20,400	(12,930)	-39%	(9,180)	-31%
Professional Services	106,919	114,662	111,780	117,170	2,508	2%	5,390	5%
Communications	25,936	26,207	26,210	26,210	3	0%	-	0%
Travel	15,337	14,300	17,810	17,310	3,010	21%	(500)	-3%
Rental/Lease	607,134	575,500	574,510	595,100	19,600	3%	20,590	4%
Repair/Maintenance	12,359	16,115	13,970	14,620	(1,495)	-9%	650	5%
Miscellaneous	39,647	44,960	43,380	46,850	1,890	4%	3,470	8%
Intergovt Services	10,391	10,237	10,550	10,550	313	3%	-	0%
	8,718,900	9,130,769	9,050,240	9,628,550	497,781	5%	578,310	6%

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.
- Professional Services – Medical and psychological fit-for-duty exams; pre-hire polygraphs, credit checks and medical/psychological exams; accreditation fees; chaplain fees; Xpediter contract ; 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.
- Miscellaneous – Credit card merchant fees, and WASPC and FBINAA memberships.
- Intergovernmental Services – Snohomish Regional Drug and Gang Task Force participation.

Major 2016 Budget Changes

Decision package #22 added \$14,210 to 2016 costs to increase the part-time DV coordinator hours

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

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Salaries	579,688	631,988	641,680	673,190	41,202	7%	31,510	5%
Overtime	3,669	3,282	3,280	3,280	(2)	0%	-	0%
Holiday Buyback	4,321	4,429	4,430	4,430	1	0%	-	0%
Benefits	163,011	194,418	194,420	203,490	9,072	5%	9,070	5%
Uniforms	4,288	5,100	4,500	5,100	-	0%	600	13%
Supplies	11,155	13,000	13,000	13,000	-	0%	-	0%
Small Equipment	2,589	-	750	-	N/A	N/A	(750)	-100%
Professional Services	17,974	17,000	18,700	17,000	-	0%	(1,700)	-9%
Advertising	62	125	130	130	5	4%	-	0%
Communications	421	1,000	1,000	1,000	-	0%	-	0%
Travel	68	175	180	180	5	3%	-	0%
Rental/Lease	16,446	18,000	17,000	18,000	-	0%	1,000	6%
Interfund Rental	15,492	14,472	14,470	13,460	(1,012)	-7%	(1,010)	-7%
Repair/Maintenance	219	-	-	-	N/A	N/A	N/A	N/A
Miscellaneous	3,674	5,150	5,000	5,150	-	0%	150	3%
Intergovt Services	10,391	10,237	10,550	10,550	313	3%	-	0%
Short-term DV Housing	-	660	540	540	(120)	-18%	-	0%
	833,468	919,036	929,630	968,500	49,464	5%	\$ 38,870	4%

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 2016 Budget Changes

None

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Salaries	388,672	407,828	410,350	404,260	(3,568)	-1%	(6,090)	-1%
Overtime	7,783	12,714	11,000	8,600	(4,114)	-32%	(2,400)	-22%
Holiday Buyback	11,572	16,898	17,730	17,120	222	1%	(610)	-3%
Benefits	156,313	172,486	170,520	177,010	4,524	3%	6,490	4%
Uniforms	1,461	2,500	1,000	2,500	-	0%	1,500	150%
Supplies	6,204	4,700	5,200	4,700	-	0%	(500)	-10%
Small Equipment	2,246	5,000	2,000	5,000	-	0%	3,000	150%
Professional Services	913	2,700	1,500	2,700	-	0%	1,200	80%
Repair/Maintenance	211	1,500	2,800	1,500	-	0%	(1,300)	-46%
Miscellaneous	50	500	1,700	500	-	0%	(1,200)	-71%
	575,427	626,826	623,800	623,890	(2,936)	0%	\$ 90	0%



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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 2016 Budget Changes

None

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

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Salaries	702,285	745,452	724,240	760,390	14,938	2%	36,150	5%
Overtime	44,227	39,000	39,000	39,000	-	0%	-	0%
Overtime - Reimbursable	7,396	-	-	-	N/A	N/A	N/A	N/A
Holiday Buyback	27,043	31,538	30,270	31,670	132	0%	1,400	5%
Benefits	276,155	265,264	265,260	286,690	21,426	8%	21,430	8%
Benefits - Reimbursable	1,411	-	-	-	N/A	N/A	N/A	N/A
Uniforms	5,277	5,600	5,600	5,600	-	0%	-	0%
Supplies	1,824	2,700	2,500	2,700	-	0%	200	8%
Small Equipment	2,876	11,330	11,030	1,600	(9,730)	-86%	(9,430)	-85%
Professional Services	20,060	21,500	21,500	24,000	2,500	12%	2,500	12%
Travel	169	125	130	130	5	4%	-	0%
Repair/Maintenance	-	-	-	500	500	N/A	500	N/A
Miscellaneous	150	500	500	500	-	0%	-	0%
Interfund Rental	18,576	31,636	31,640	38,740	7,104	22%	7,100	22%
	1,107,448	1,154,645	1,131,670	1,191,520	36,875	3%	59,850	5%

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 five Sergeants, four Corporals, and 23 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 2016 Budget Changes

Decision package #23 added \$207,570 to 2016 costs for the re-establishment of the Street Crimes Unit
 Decision package #24 added \$20,600 to 2016 costs for ballistic vests replacement

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

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Salaries	2,714,899	2,814,707	2,882,100	3,104,360	289,653	10%	222,260	8%
Overtime	227,437	238,000	300,000	238,000	-	0%	(62,000)	-21%
Overtime - Reimbursable	39,170	28,500	28,500	28,500	-	0%	-	0%
Holiday Buyback	95,820	120,266	113,710	128,520	8,254	7%	14,810	13%
Benefits	1,104,729	1,112,026	1,118,830	1,232,530	120,504	11%	113,700	10%
Benefits - Reimbursable	7,879	9,800	9,800	-	(9,800)	-100%	(9,800)	-100%
Uniforms	29,803	37,050	37,050	60,450	23,400	63%	23,400	63%
Supplies	7,672	12,000	9,000	10,000	(2,000)	-17%	1,000	11%
Small Equipment	4,860	4,500	4,000	4,500	-	0%	500	13%
Professional Services	11,280	14,000	10,500	14,000	-	0%	3,500	33%
Communications	25,514	25,207	25,210	25,210	3	0%	-	0%
Travel	130	-	-	-	N/A	N/A	N/A	N/A
Repair/Maintenance	10,752	13,190	9,190	10,190	(3,000)	-23%	1,000	11%
Miscellaneous	-	3,125	3,130	130	(2,995)	-96%	(3,000)	-96%
Interfund Rental	382,512	327,788	327,790	311,530	(16,258)	-5%	(16,260)	-5%
	4,662,456	4,760,159	4,878,810	5,167,920	407,761	9%	289,110	6%

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 2016 Budget Changes

None

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Uniforms	288	-	-	-	N/A	N/A	N/A	N/A
Supplies	11,668	11,175	11,180	12,000	825	7%	820	7%
Small Equipment	2,349	-	-	-	N/A	N/A	N/A	N/A
Repair/Maintenance	38	425	230	430	5	1%	200	87%
Miscellaneous	2,988	4,750	4,250	4,750	-	0%	500	12%
Interfund Rental	4,452	6,696	6,700	17,700	11,004	164%	11,000	164%
	21,783	23,046	22,360	34,880	11,834	51%	12,520	56%

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 2016 Budget Changes

None

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Salaries	178,880	187,986	87,570	151,800	(36,186)	-19%	64,230	73%
Overtime	30,699	32,000	16,000	32,000	-	0%	16,000	100%
Holiday Buyback	7,517	7,993	3,820	7,900	(93)	-1%	4,080	107%
Benefits	84,829	77,974	41,820	82,640	4,666	6%	40,820	98%
Uniforms	-	1,600	500	1,600	-	0%	1,100	220%
Supplies	1,965	2,100	2,100	2,500	400	19%	400	19%
Professional Services	405	1,800	3,200	1,800	-	0%	(1,400)	-44%
Miscellaneous	-	100	100	100	-	0%	-	0%
	304,296	311,553	155,110	280,340	(31,213)	-10%	125,230	81%

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 2016 Budget Changes

None

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

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Salaries	97,605	100,004	100,000	102,500	2,496	2%	2,500	3%
Overtime	5,772	6,500	9,500	6,500	-	0%	(3,000)	-32%
Holiday Buyback	4,128	4,231	4,230	4,230	(1)	0%	-	0%
Benefits	25,249	26,306	26,310	27,000	694	3%	690	3%
Uniforms	783	750	750	750	-	0%	-	0%
Supplies	19,906	36,000	33,000	36,000	-	0%	3,000	9%
Small Equipment	5,023	5,200	4,800	5,200	-	0%	400	8%
Professional Services	21,638	17,052	19,000	17,050	(2)	0%	(1,950)	-10%
Advertising	-	250	250	250	-	0%	-	0%
Travel	14,970	14,000	17,500	17,000	3,000	21%	(500)	-3%
Repair/Maintenance	1,139	1,000	1,100	1,000	-	0%	(100)	-9%
Miscellaneous	31,001	28,000	27,000	33,000	5,000	18%	6,000	22%
Interfund Rental	1,608	7,948	7,950	6,910	(1,038)	-13%	(1,040)	-13%
	228,821	247,241	251,390	257,390	10,149	4%	6,000	2%

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 2016 Budget Changes

None

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Salaries	131,264	133,136	133,150	135,170	2,034	2%	2,020	2%
Overtime	2,465	3,000	3,000	3,000	-	0%	-	0%
Holiday Buyback	5,552	5,633	5,630	5,660	27	0%	30	1%
Benefits	58,596	52,934	58,940	64,610	11,676	22%	5,670	10%
Uniforms	-	1,000	1,200	1,000	-	0%	(200)	-17%
Supplies	1,237	2,000	900	2,000	-	0%	1,100	122%
Professional Services	33,948	39,035	36,000	39,040	5	0%	3,040	8%
Miscellaneous	-	75	80	80	5	7%	-	0%
Spay and Neuter	1,614	2,000	1,000	2,000	-	0%	1,000	100%
Interfund Rental	11,844	16,328	16,330	14,770	(1,558)	-10%	(1,560)	-10%
	246,520	255,141	256,230	267,330	12,189	5%	11,100	4%

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 2016 Budget Changes

None

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Salaries	328,804	402,115	374,880	384,090	(18,025)	-4%	9,210	2%
Overtime	18,002	28,500	28,500	28,500	-	0%	-	0%
Overtime-Reimbursable	5,046	8,200	8,200	8,200	-	0%	-	0%
Holiday Buyback	14,999	15,590	15,500	15,590	-	0%	90	1%
Benefits	112,568	122,940	118,500	125,180	2,240	2%	6,680	6%
Benefits-Reimbursable	910	2,300	2,300	-	(2,300)	-100%	(2,300)	-100%
Uniforms	518	3,000	3,000	3,000	-	0%	-	0%
Supplies	34	125	130	130	5	4%	-	0%
Small Equipment	12,313	3,000	3,000	3,000	-	0%	-	0%
Repair & Maintenance	-	-	650	500	500	N/A	(150)	-23%
Miscellaneous	120	-	-	-	N/A	N/A	N/A	N/A
Interfund Rental	68,280	60,794	60,790	77,410	16,616	27%	16,620	27%
	561,593	646,564	615,450	645,600	(964)	0%	30,150	5%

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 2016 Budget Changes

None

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Salaries	60,745	61,933	62,340	62,570	637	1%	230	0%
Overtime	42	659	460	660	1	0%	200	43%
Holiday Buyback	2,555	2,620	2,670	2,670	50	2%	-	0%
Benefits	20,815	19,898	19,900	21,790	1,892	10%	1,890	9%
Uniforms	100	310	300	310	-	0%	10	3%
Supplies	3,199	3,700	3,200	3,700	-	0%	500	16%
Small Equipment	1,018	4,300	4,000	1,100	(3,200)	-74%	(2,900)	-73%
Professional Services	641	1,200	1,000	1,200	-	0%	200	20%
Repair/Maintenance	-	-	-	500	500	N/A	500	N/A
Miscellaneous	50	100	80	100	-	0%	20	25%
Interfund Rental	3,924	5,318	5,320	7,460	2,142	40%	2,140	40%
	93,089	100,038	99,270	102,060	2,022	2%	2,790	3%

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 2016 Budget Changes

None

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Interfund Rental	84,000	86,520	86,520	89,120	2,600	3%	2,600	3.01%
	84,000	86,520	86,520	89,120	2,600	3%	2,600	3.01%

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

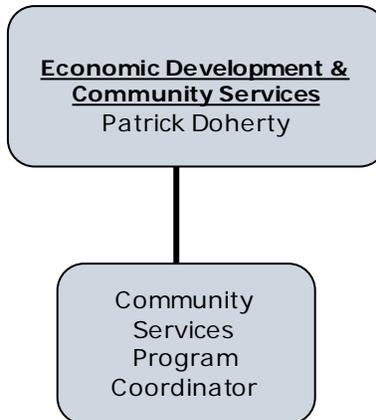
- Supplies – office and drug testing supplies.
- Fuel Consumed – fuel for the narcotics vehicle.
- Small Equipment – undercover equipment purchases.
- Communication – the Blackberry and Nextel phones used by the narcotics detectives; surveillance equipment which operates with wireless technology.
- Repair/Maintenance – 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	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Beginning Balance	91,432	55,159	55,160	27,530	(27,629)	-50%	(27,630)	-50%
<u>Revenue</u>								
Investment Interest	283	-	-	-	N/A	N/A	N/A	N/A
Miscellaneous Revenue	15,958	43,000	43,000	153,000	110,000	256%	110,000	256%
Insurance Recovery	1,767	-	-	-	N/A	N/A	N/A	N/A
Total Revenues	18,009	43,000	43,000	153,000	110,000	256%	110,000	256%
<u>Expenditure</u>								
Fuel Consumed	5,378	3,000	2,000	3,000	-	0%	1,000	50%
Small Equipment	800	5,000	1,000	5,000	-	0%	4,000	400%
Communications	2,702	2,233	2,230	2,230	(3)	0%	-	0%
Repair and Maint.	-	800	400	800	-	0%	400	100%
Miscellaneous	5,000	20,000	20,000	20,000	-	0%	-	0%
Intergovernmental Serv.	40,401	45,000	45,000	45,000	-	0%	-	0%
Total Expenditures	54,281	76,033	70,630	76,030	(3)	0%	5,400	8%
Ending Balance	55,159	22,126	27,530	104,500	82,374	372%	76,970	280%



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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	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Community Services	363,762	392,926	394,190	400,900	7,974	2%	6,710	2%
Economic Development	87,351	60,370	59,700	82,680	22,310	37%	22,980	38%
	451,113	453,296	453,890	483,580	30,284	7%	29,690	7%

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 2016 Budget Changes

- Decision package #25 added \$3,000 to 2016 costs for miscellaneous expenses for the Diversity Commission
- Decision package #26 added \$6,000 to 2016 costs for the Diversity Commission contracted staff services
- Decision package #27 added \$30,000 to 2016 costs for a community relations consultant
- Decision package #28 added \$3,600 to 2016 costs for social media services
- Decision package #29 added \$19,000 to 2016 costs for a community survey

Description	2014 Actual	2015 Budget	2015 Estimate	2016 Budget	\$ Change	% Change	\$ Change	% Change
					16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Salaries	224,307	221,500	220,630	224,120	2,620	1%	3,490	2%
Benefits	58,659	66,936	69,070	67,290	354	1%	(1,780)	-3%
Supplies	922	1,781	1,780	1,000	(781)	-44%	(780)	-44%
Small Equipment	504	500	500	500	-	0%	-	0%
Professional Services	74,583	80,700	80,700	98,900	18,200	23%	18,200	23%
Advertising	272	500	500	500	-	0%	-	0%
Communications	699	1,090	1,090	1,090	-	0%	-	0%
Travel	-	1,000	1,000	1,000	-	0%	-	0%
Rental/Lease	2,470	2,819	2,820	2,000	(819)	-29%	(820)	-29%
Repair/Maintenance	-	500	500	500	-	0%	-	0%
Miscellaneous	1,347	15,600	15,600	4,000	(11,600)	-74%	(11,600)	-74%
	363,762	392,926	394,190	400,900	7,974	2%	6,710	2%

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 2016 Budget Changes

Decision package #30 added \$26,000 to 2016 costs for an increase in the annual business-attraction advertising
 Decision package #31 added \$5,500 to 2016 costs for the calendar software for VisitEdmonds

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Salaries	457	550	-	840	290	53%	840	N/A
Benefits	42	120	-	140	20	17%	140	N/A
Supplies	5,586	500	500	6,000	5,500	1100%	5,500	1100%
Small Equipment	-	300	300	300	-	0%	-	0%
Professional Services	59,052	21,000	21,000	21,000	-	0%	-	0%
Advertising	18,971	33,500	33,500	50,000	16,500	49%	16,500	49%
Communications	177	400	400	400	-	0%	-	0%
Travel	119	1,000	1,000	1,000	-	0%	-	0%
Miscellaneous	2,946	3,000	3,000	3,000	-	0%	-	0%
	87,351	60,370	59,700	82,680	22,310	37%	22,980	38%

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 a total of approximately \$85,629 (based on 2013) 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 the 120 Fund is allocated annually for a variety of tourism promotion activities and programs. This includes an expenditure of up to \$4,500 that is allocated every three years (last done in 2013) 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 2015 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 2016 Budget Changes

- Decision package #21 added \$60,000 to 2016 costs for the restroom construction
- Decision package #53 added \$4,500 to 2016 costs for log cabin maintenance
- Decision package #54 added \$3,000 to 2016 costs for \$3,000 contribution to RevitalizeWa Conference
- Decision package #55 added \$4,650 to 2016 costs for miscellaneous expenditures
- Decision package #56 added \$4,000 to 2016 costs for an increase in LTAC advertising
- Decision package #57 added \$3,500 to 2016 costs for an increase to LTAC professional services budget

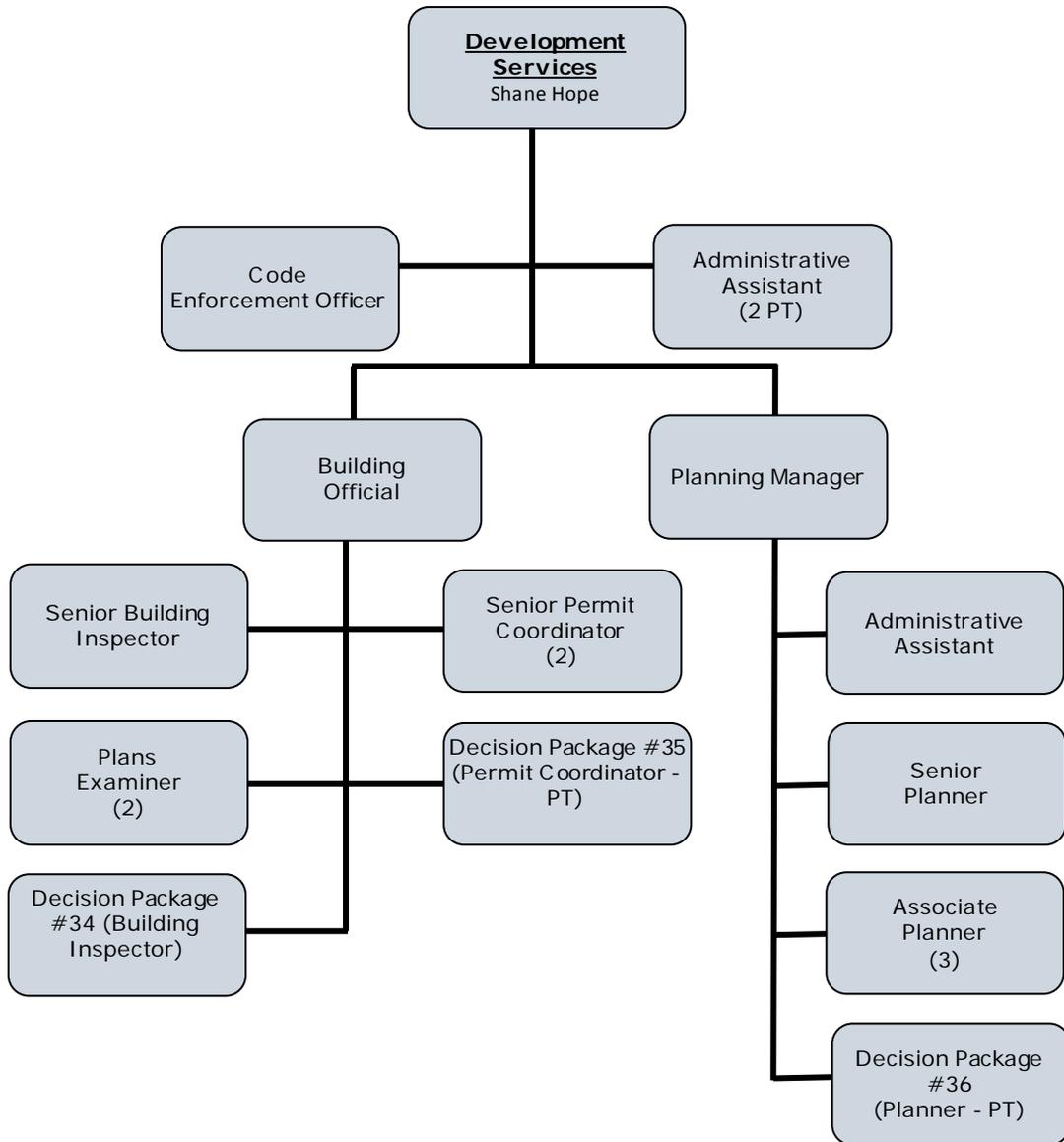
Fund:	Hotel/Motel Tax		Fund #:	120
Department:	Community Services and Economic Development		Department #:	31
Cost Center	Total Fund		Cost Center #:	N/A

Description	2014 Actual	2015 Budget	2015 Estimate	2016 Budget	\$ Change 16-15 Budget	% Change 16-15 Budget	\$ Change 16-15 Estimate	% Change 16-15 Estimate
Beginning Balance	106,736	133,991	133,990	131,670	(2,321)	-2%	(2,320)	-2%
<u>Revenue</u>								
75% Hotel/Motel Tax*	72,879	67,500	67,500	81,750	14,250	21%	14,250	21%
Investment Interest	336	175	180	400	225	129%	220	122%
Contributions	50	-	-	-	N/A	N/A	N/A	N/A
Total Revenues	73,265	67,675	67,680	82,150	14,475	21%	14,470	21%
<u>Expenditure</u>								
Professional Services	42,010	65,500	65,500	77,500	12,000	18%	12,000	18%
Miscellaneous	0	500	500	8,150	7,650	1530%	7,650	1530%
Interfund Transfer Out	4,000	4,000	4,000	4,000	-	0%	-	0%
Construction	0	0	-	60,000	60,000	N/A	60,000	N/A
Total Expenditures	46,010	70,000	70,000	149,650	79,650	114%	79,650	114%
Ending Balance	133,991	131,666	131,670	64,170	(67,496)	-51%	(67,500)	-51%

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	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Administration	471,290	815,453	780,680	671,590	(143,863)	-18%	(109,090)	-14%
Planning	744,113	914,737	910,130	959,180	44,443	5%	49,050	5%
Building Services	673,383	711,573	691,590	843,200	131,627	18%	151,610	22%
	1,888,786	2,441,763	2,382,400	2,473,970	32,207	1%	91,570	4%

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Salaries	1,156,972	1,349,115	1,316,700	1,433,430	84,315	6%	116,730	9%
Overtime	5,044	1,300	1,300	1,300	-	0%	-	0%
Benefits	422,123	505,727	484,920	530,270	24,543	5%	45,350	9%
Uniforms	120	500	500	500	-	0%	-	0%
Supplies	17,350	13,100	13,100	16,100	3,000	23%	3,000	23%
Minor Equipment	14,126	5,050	4,400	5,250	200	4%	850	19%
Professional Services	200,946	454,437	449,440	403,960	(50,477)	-11%	(45,480)	-10%
Communications	4,701	6,100	6,100	8,500	2,400	39%	2,400	39%
Travel	2,694	4,250	4,250	4,250	-	0%	-	0%
Rental/Lease	24,424	23,522	23,520	14,960	(8,562)	-36%	(8,560)	-36%
Interfund Rental	14,376	11,712	11,710	9,790	(1,922)	-16%	(1,920)	-16%
Repairs/Maintenance	620	5,700	5,700	6,800	1,100	19%	1,100	19%
Miscellaneous	25,290	61,250	60,760	38,860	(22,390)	-37%	(21,900)	-36%
	1,888,786	2,441,763	2,382,400	2,473,970	32,207	1%	91,570	4%

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, as needed, updated, 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 2016 Budget Changes

Professional Services:

Reduction of \$85,000 from Code Update professional services (one-time in 2015)

Reduction of \$100,000 from Highway 99 Planned Action professional services (one-time in 2015)

Rental/Lease:

Reduction of \$7,500 from reduced printing lease costs

Miscellaneous:

Reduction of \$20,000 from digitizing software purchases (one-time in 2015)

Decision package #32 added \$48,000 to 2016 costs for digitization and archiving

Decision package #33 added \$75,000 to 2016 costs for completion of highway 99 subarea plan

Council amendment #5 added \$3,000 for tree board supplies

Council amendment #5 added \$6,000 to professional services for tree board staff support

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

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Salaries	242,864	315,978	302,000	292,880	(23,098)	-7%	(9,120)	-3%
Overtime	5,044	1,000	1,000	1,000	-	0%	-	0%
Benefits	90,746	114,798	94,000	99,010	(15,788)	-14%	5,010	5%
Supplies	16,942	13,100	13,100	16,100	3,000	23%	3,000	23%
Minor Equipment	7,823	3,000	3,000	1,000	(2,000)	-67%	(2,000)	-67%
Professional Services	79,345	312,677	312,680	237,200	(75,477)	-24%	(75,480)	-24%
Communications	909	1,500	1,500	1,500	-	0%	-	0%
Travel	1,439	1,500	1,500	1,500	-	0%	-	0%
Rental/Lease	21,148	20,500	20,500	11,800	(8,700)	-42%	(8,700)	-42%
Repairs/Maintenance	620	5,700	5,700	6,800	1,100	19%	1,100	19%
Miscellaneous	4,409	25,700	25,700	2,800	(22,900)	-89%	(22,900)	-89%
	471,290	815,453	780,680	671,590	(143,863)	-18%	(109,090)	-14%

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, two Plans Examiners, and two Senior Permit Coordinators (6 FTEs)
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 #29, #34 and #122.

Major 2016 Budget Changes

Decision package #34 added \$95,190 to 2016 costs for a building inspector
 Decision package #35 added \$33,880 to 2016 costs for a permit coordinator

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

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Salaries	421,217	479,749	461,700	574,640	94,891	20%	112,940	24%
Benefits	146,107	178,637	178,000	212,690	34,053	19%	34,690	19%
Uniforms	120	500	500	500	-	0%	-	0%
Supplies	408	-	-	-	N/A	N/A	N/A	N/A
Minor Equipment	5,613	1,300	500	3,000	1,700	131%	2,500	500%
Professional Svc	72,806	20,000	20,000	20,000	-	0%	-	0%
Communications	3,073	3,100	3,100	5,500	2,400	77%	2,400	77%
Travel	516	1,250	1,250	1,250	-	0%	-	0%
Interfund Rental	14,376	11,712	11,710	9,790	(1,922)	-16%	(1,920)	-16%
Miscellaneous	9,148	15,325	14,830	15,830	505	3%	1,000	7%
	673,383	711,573	691,590	843,200	131,627	18%	151,610	22%

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 Economic Development Commission and 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 all 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 2016 Budget Changes

Deduct one-time expenditure of \$40,000 for completed Critical Areas Study.
 Deduct \$25,728 for one-time GMA extra help.

Decision package #36 added \$38,530 to 2016 costs for an advance planner
 Decision package #37 added \$65,000 to 2016 costs for the urban forest management plan

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

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Salaries	492,890	553,388	553,000	565,910	12,522	2%	12,910	2%
Overtime	-	300	300	300	-	0%	-	0%
Benefits	185,269	212,292	212,920	218,570	6,278	3%	5,650	3%
Minor Equipment	690	750	900	1,250	500	67%	350	39%
Professional Svc	43,418	116,260	111,260	141,260	25,000	22%	30,000	27%
Advertising	5,377	5,500	5,500	5,500	-	0%	-	0%
Communications	719	1,500	1,500	1,500	-	0%	-	0%
Travel	739	1,500	1,500	1,500	-	0%	-	0%
Interfund Rental	3,276	3,022	3,020	3,160	138	5%	140	5%
Miscellaneous	11,733	20,225	20,230	20,230	5	0%	-	0%
	744,113	914,737	910,130	959,180	44,443	5%	49,050	5%

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.

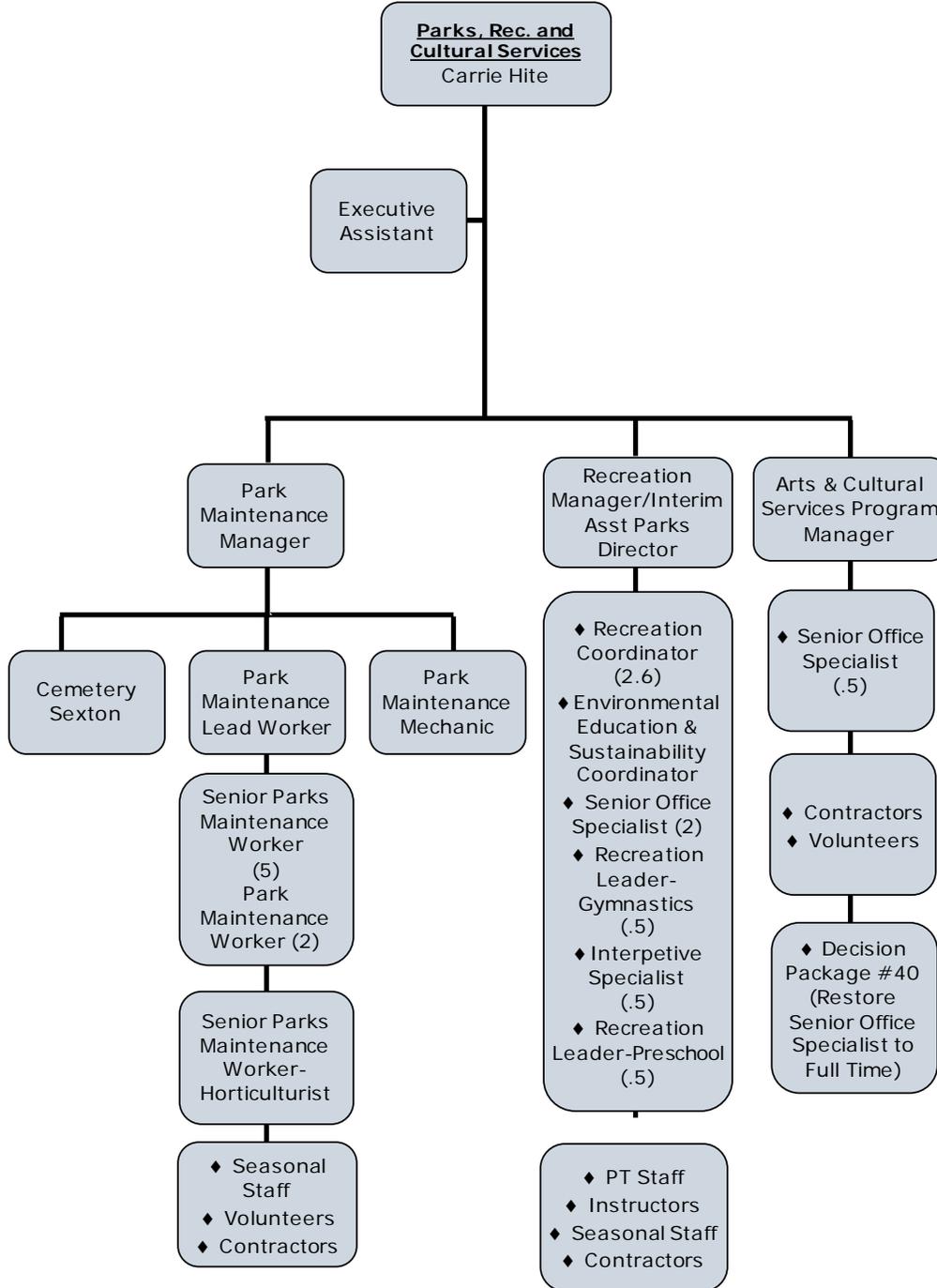
- Supplies Office supplies, materials for publications and printing.
- Professional Services Professional assistance for producing surveys, publications and educational materials.
- Travel Lodging, meals, mileage for meetings or training.
- Advertising Notices or ads for meetings, events.
- Miscellaneous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

Major 2016 Budget Changes

Council amendment #17 added \$5,000 for an annual transfer to the Historic Preservation Fund from the General Fund
 Council amendment #17 added \$5,000 to miscellaneous for the annual calendar purchase

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Beginning Balance	1,062	1,066	1,070	970	(96)	-9%	(100)	-9%
<u>Revenue</u>								
Historic Preservation	-	7,500	7,500	-	(7,500)	-100%	(7,500)	-100%
Investment Interest	3	-	-	-	N/A	N/A	N/A	N/A
Transfer In	4,484	2,000	2,000	5,000	3,000	150%	3,000	150%
Total Revenue	4,488	9,500	9,500	5,000	(4,500)	-47%	(4,500)	-47%
<u>Expenditure</u>								
Supplies	-	100	-	100	-	0%	100	N/A
Professional Services	-	7,700	7,600	200	(7,500)	-97%	(7,400)	-97%
Miscellaneous	4,484	2,100	2,000	5,100	3,000	143%	3,100	155%
Total Expenditure	4,484	9,900	9,600	5,400	(4,500)	-45%	(4,200)	-44%
Ending Balance	1,066	666	970	570	(96)	-14%	(400)	-41%

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, 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 31 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	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	13-12 Budget	13-12 Budget	13-12 Estimate	13-12 Estimate
Administration	301,527	347,976	341,110	348,010	34	0%	6,900	2%
Rec. & Cultural Services	1,131,756	1,251,416	1,211,540	1,267,160	15,744	1%	55,620	5%
Discovery Programs	49,682	59,915	57,260	60,110	195	0%	2,850	5%
Aquatics	85,249	332	330	400	68	20%	70	21%
Athletics	76,677	98,156	80,920	97,880	(276)	0%	16,960	21%
Day Camp	53,048	9,099	8,780	10,550	1,451	16%	1,770	20%
Fitness	52,339	67,425	60,630	66,570	(855)	-1%	5,940	10%
Gymnastics	130,641	145,836	139,240	151,840	6,004	4%	12,600	9%
Meadowdale Preschool	28,818	39,372	39,750	38,950	(422)	-1%	(800)	-2%
Parks Maintenance	1,508,830	1,624,291	1,620,260	1,644,750	20,459	1%	24,490	2%
Flower Program	33,094	66,135	52,340	48,330	(17,805)	-27%	(4,010)	-8%
	3,451,661	3,709,953	3,612,160	3,734,550	24,597	1%	122,390	3%

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Salaries	1,659,835	1,807,816	1,775,680	1,830,090	22,274	1%	54,410	3%
Overtime	14,574	10,000	10,000	10,000	-	0%	-	0%
Benefits	601,228	684,620	639,210	695,310	10,690	2%	56,100	9%
Uniforms	5,401	5,340	5,840	5,370	30	1%	(470)	-8%
Supplies	116,004	109,122	114,660	117,500	8,378	8%	2,840	2%
Small Equipment	43,457	12,946	10,170	9,080	(3,866)	-30%	(1,090)	-11%
Professional Services	452,363	468,647	456,050	474,350	5,703	1%	18,300	4%
Communications	26,704	29,980	30,040	30,140	160	1%	100	0%
Travel	2,030	4,445	3,260	4,450	5	0%	1,190	37%
Rental/Lease	66,042	60,951	54,950	60,960	9	0%	6,010	11%
Interfund Rental	109,080	118,853	118,850	109,350	(9,503)	-8%	(9,500)	-8%
Public Utility	163,786	175,000	175,000	175,000	-	0%	-	0%
Repair/Maintenance	52,117	50,799	48,460	50,800	1	0%	2,340	5%
Miscellaneous	59,418	86,939	85,490	91,450	4,511	5%	5,960	7%
Intergovernmental Service	63,901	70,695	70,700	70,700	5	0%	-	0%
Equipment	15,721	13,800	13,800	-	(13,800)	-100%	(13,800)	-100%
	3,451,661	3,709,953	3,612,160	3,734,550	24,597	1%	122,390	3%

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 2016 Budget Changes

None

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Salaries	190,579	212,533	204,900	211,350	(1,183)	-1%	6,450	3%
Benefits	58,211	74,043	74,810	75,260	1,217	2%	450	1%
Supplies	2,992	6,500	6,500	6,500	-	0%	-	0%
Small Equipment	954	750	750	750	-	0%	-	0%
Professional Services	37,006	38,600	38,600	38,600	-	0%	-	0%
Advertising	-	250	250	250	-	0%	-	0%
Communications	664	600	600	600	-	0%	-	0%
Travel	861	1,200	1,200	1,200	-	0%	-	0%
Rental/Lease	7,665	9,500	9,500	9,500	-	0%	-	0%
Miscellaneous	2,596	4,000	4,000	4,000	-	0%	-	0%
	301,527	347,976	341,110	348,010	34	0%	6,900	2%



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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 supervises community recreation, arts, athletics, aquatics, fitness, outdoor recreation, and ranger/naturalist activities. Staff oversees 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 information to the public.

In addition to ongoing programs, staff develops and supervises special events throughout the year and participates 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 oversees 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), Environmental Education & Sustainability Coordinator, Senior Office Specialists (2.5), 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. Programs include, but are not limited to art classes for children and adults, dance classes, camps (science, art, Lego and theater camp), and parent/child classes such as the Fun Factory.

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 2016 Budget Changes

- Decision package #38 added \$5,830 to 2016 costs for Frances Anderson Center classroom chairs and tables
- Decision package #39 added \$6,970 to 2016 costs for migration to Activenet
- Decision package #40 added \$27,700 to 2016 costs to restore the half-time arts assistant to full time

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

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Salaries	565,240	608,454	579,390	599,900	(8,554)	-1%	20,510	4%
Benefits	212,434	227,052	219,050	238,710	11,658	5%	19,660	9%
Supplies	6,983	9,382	9,000	7,500	(1,882)	-20%	(1,500)	-17%
Small Equipment	23,792	2,118	2,120	5,830	3,712	175%	3,710	175%
Professional Services	232,874	285,000	285,000	290,700	5,700	2%	5,700	2%
Advertising	3,172	3,150	3,040	3,150	-	0%	110	4%
Communications	21,910	22,000	22,050	22,150	150	1%	100	0%
Travel	300	1,600	500	1,600	-	0%	1,100	220%
Repair/Maintenance	11,827	13,099	11,830	13,100	1	0%	1,270	11%
Miscellaneous	46,911	73,777	73,780	78,220	4,443	6%	4,440	6%
Interfund Rental	6,312	5,784	5,780	6,300	516	9%	520	9%
	1,131,756	1,251,416	1,211,540	1,267,160	15,744	1%	55,620	5%

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 website

Budget Narrative

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

Major 2016 Budget Changes

None

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Salaries	37,717	45,021	46,270	48,100	3,079	7%	1,830	4%
Benefits	7,851	10,282	6,750	7,300	(2,982)	-29%	550	8%
Uniforms	264	600	600	630	30	5%	30	5%
Supplies	1,154	1,200	1,200	1,260	60	5%	60	5%
Small Equipment	869	-	-	-	N/A	N/A	N/A	N/A
Professional Services	218	1,000	700	1,000	-	0%	300	43%
Communications	1,014	1,012	1,020	1,020	8	1%	-	0%
Travel	565	700	620	700	-	0%	80	13%
Miscellaneous	30	100	100	100	-	0%	-	0%
	49,682	59,915	57,260	60,110	195	0%	2,850	5%

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 2016 Budget Changes

The only expenditure in this cost center is for Edmonds portion of the printing of the Third Grade Swim Lesson Vouchers, which is then reimbursed by the YMCA.

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Salaries	8,715	-	-	-	N/A	N/A	N/A	N/A
Benefits	1,947	-	-	-	N/A	N/A	N/A	N/A
Supplies	1,438	-	-	-	N/A	N/A	N/A	N/A
Professional Services	69,592	-	-	-	N/A	N/A	N/A	N/A
Repair/Maintenance	1,725	-	-	-	N/A	N/A	N/A	N/A
Miscellaneous	1,832	332	330	400	68	20%	70	21%
	85,249	332	330	400	68	20%	70	21%

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 2016 Budget Changes

None

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Salaries	1,628	2,856	2,920	2,850	(6)	0%	(70)	-2%
Benefits	270	1,210	930	940	(270)	-22%	10	1%
Supplies	6,399	10,000	7,500	10,000	-	0%	2,500	33%
Professional Services	54,080	65,000	57,790	65,000	-	0%	7,210	12%
Rental/Lease	13,110	16,290	10,280	16,290	-	0%	6,010	58%
Miscellaneous	1,190	2,800	1,500	2,800	-	0%	1,300	87%
	76,677	98,156	80,920	97,880	(276)	0%	16,960	21%

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 2016 Budget Changes

None

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Salaries	41,554	6,700	6,700	8,220	1,520	23%	1,520	23%
Benefits	8,964	1,799	1,200	1,530	(269)	-15%	330	28%
Supplies	1,560	600	400	800	200	33%	400	100%
Professional Services	-	-	480	-	N/A	N/A	(480)	-100%
Travel	232	-	-	-	N/A	N/A	N/A	N/A
Miscellaneous	738	-	-	-	N/A	N/A	N/A	N/A
	53,048	9,099	8,780	10,550	1,451	16%	1,770	20%

Fund:	General		Fund #:	001
Department:	Parks, Rec. & Cult. Svcs.		Department #:	64
Cost Center	Fitness		Cost Center #:	571.27

Function

Fitness classes include but are not limited to Yoga, Tai Chi, Qigong, Tae-Kwon Do, Pilates, Feldenkrais, Kendo, and Personal Training.

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 2016 Budget Changes

None

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Salaries	10,876	16,000	16,000	16,000	-	0%	-	0%
Benefits	285	1,625	380	770	(855)	-53%	390	103%
Supplies	243	300	300	300	-	0%	-	0%
Professional Services	40,935	48,000	43,520	48,000	-	0%	4,480	10%
Repairs & Maintenance	-	1,500	430	1,500	-	0%	1,070	249%
	52,339	67,425	60,630	66,570	(855)	-1%	5,940	10%

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 progressions in a safe, fun, and fit environment. Our gymnastic 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 2016 Budget Changes

During union negotiations, internal equities showed the need to reclassify the supervisor to a Recreation Coordinator level.

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Salaries	90,563	100,277	100,590	109,960	9,683	10%	9,370	9%
Benefits	28,676	34,120	30,980	33,210	(910)	-3%	2,230	7%
Supplies	8,890	4,900	4,500	4,900	-	0%	400	9%
Minor Equipment	2,000	4,778	2,000	2,000	(2,778)	-58%	-	0%
Professional Services	249	800	300	800	-	0%	500	167%
Rental/Lease	160	161	170	170	9	6%	-	0%
Repair/Maintenance	-	500	500	500	-	0%	-	0%
Miscellaneous	102	300	200	300	-	0%	100	50%
	130,641	145,836	139,240	151,840	6,004	4%	12,600	9%

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. A developmentally appropriate preschool program provides children the opportunity to receive the necessary skills for physical, emotional, social, and cognitive development, and prepares them 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 2016 Budget Changes

None

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Salaries	22,675	29,930	30,690	30,220	290	1%	(470)	-2%
Benefits	3,451	6,087	6,540	5,370	(717)	-12%	(1,170)	-18%
Supplies	1,309	1,500	1,200	1,500	-	0%	300	25%
Professional Services	440	720	240	720	-	0%	480	200%
Communications	940	1,080	1,080	1,080	-	0%	-	0%
Travel	2	5	-	10	5	100%	10	N/A
Miscellaneous	-	50	-	50	-	0%	50	N/A
	28,818	39,372	39,750	38,950	(422)	-1%	(800)	-2%



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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 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 Modrona 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.

Major 2016 Budget Changes:

Decision package #41 added \$25,000 to 2016 costs for the operation and maintenance of the new restroom
 Decision package #42 added \$14,400 to 2016 costs for a John Deere Gator Utility Tractor

Council amendment #13 moved \$13,000 for the purchase of the utility tractor to the Equipment Rental Fund

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

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Salaries	647,927	717,387	719,560	719,850	2,463	0%	290	0%
Seasonal Staff Salaries	22,427	36,783	36,780	51,770	14,987	41%	14,990	41%
Overtime	13,568	10,000	10,000	10,000	-	0%	-	0%
Seasonal Staff Overtime	1,006	-	-	-	N/A	N/A	N/A	N/A
Benefits	270,565	286,358	286,000	318,950	32,592	11%	32,950	12%
Seasonal Staff Benefits	4,580	22,958	7,280	7,820	(15,138)	-66%	540	7%
Uniforms	5,137	4,740	5,240	4,740	-	0%	(500)	-10%
Supplies	80,385	70,680	80,000	80,680	10,000	14%	680	1%
Small Equipment	15,659	4,800	4,800	-	(4,800)	-100%	(4,800)	-100%
Professional Services	13,797	25,427	25,430	25,430	3	0%	-	0%
Advertising	-	700	700	700	-	0%	-	0%
Communications	2,175	5,288	5,290	5,290	2	0%	-	0%
Travel	70	940	940	940	-	0%	-	0%
Rental/Lease	45,106	35,000	35,000	35,000	-	0%	-	0%
Interfund Rental	98,436	102,455	102,460	96,600	(5,855)	-6%	(5,860)	-6%
Public Utility	163,786	175,000	175,000	175,000	-	0%	-	0%
Repair/Maintenance	38,566	35,700	35,700	35,700	-	0%	-	0%
Miscellaneous	6,018	5,580	5,580	5,580	-	0%	-	0%
Intergovernmental Service	63,901	70,695	70,700	70,700	5	0%	-	0%
Machinery and Equip	15,721	-	-	-	N/A	N/A	N/A	N/A
Machinery and Equip	-	13,800	13,800	-	(13,800)	-100%	(13,800)	-100%
	1,508,830	1,624,291	1,620,260	1,644,750	20,459	1%	24,490	2%

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 42.

Major 2016 Budget Changes

None

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Salaries	19,935	31,875	31,880	31,870	(5)	0%	(10)	0%
Benefits	3,993	19,086	5,290	5,450	(13,636)	-71%	160	3%
Supplies	4,650	4,060	4,060	4,060	-	0%	-	0%
Minor Equipment	184	500	500	500	-	0%	-	0%
Interfund Rental	4,332	10,614	10,610	6,450	(4,164)	-39%	(4,160)	-39%
	33,094	66,135	52,340	48,330	(17,805)	-27%	(4,010)	-8%



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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. Budget cuts in 2013 eliminated the Arts Assistant 1.0 FTE position. In 2015 a .5 FTE Arts Assistant position was restored. 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:

- Write on the Sound Writers’ Conference which sells out annually and generates the majority of community events revenue (\$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 and ongoing maintenance of City Art Collection
- Partnership events and youth 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 capital projects such as streetscape improvements, gateways & wayfinding signage
- Cultural destination marketing through websites and advertising
- Community Cultural Planning and convenings for Plan implementation.

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 2016 projects include both temporary installations and permanent artworks: Edmonds Library exterior entry area (\$100,000), 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 annually for arts education projects in collaboration with the Edmonds School District.

Major 2016 Budget Changes

The 2016 budget increases professional services in the 100 program by \$30,000 for acquisition of public art. Ending cash in the 117-100 will be reduced by \$30,000 for the budgeted Library public art project (\$100,000) to augment 117-200 funds.

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

Major 2016 Budget Changes (continued)

The 200 Public Art Acquisition Program restricts use of 117-200 funds for acquisition and maintenance of public art. Since 1975 the City has acquired approximately 200 original artworks in the Public Art Collection, about 65 of which are permanently sited and 135 of which are 2D and small sculpture portable works. Acquisition has been funded through the 117-200 fund, gifts, and donations. Percent for Art is only accrued on construction projects funded by the City, not grant funding. Over the years the annual accumulation of Percent for Art funds has declined as the City has been successful in receiving substantial grant funding for projects. In the 10 years 1997-2006 the annual average Percent for Art revenue was about \$16,000. In the last five years, 2010-2014, the annual average was just over \$4,000. Forecasting this trend many years ago, the Arts Commission has grown the ending cash balance in the 117-100 fund through program revenue from Write on the Sound and sponsorships and grants in order to have funds for future public art projects when Percent for Art funds are not replenished rapidly enough to be adequate.

Description	2014 Actual	2015 Budget	2015 Estimate	2016 Budget	\$ Change 16-15 Budget	% Change 16-15 Budget	\$ Change 16-15 Estimate	% Change 16-15 Estimate
Program 100								
Beginning Balance	315,675	345,279	345,280	351,900	6,621	2%	6,620	2%
<u>Revenue</u>								
Resale Items	215	150	350	300	150	100%	(50)	-14%
Community Events	44,529	41,000	42,000	42,500	1,500	4%	500	1%
Investment Interest	1,285	1,000	1,800	1,500	500	50%	(300)	-17%
Contributions	16,439	14,700	13,550	14,000	(700)	-5%	450	3%
Interfund Transfer In	24,000	19,000	19,000	19,000	-	0%	-	0%
Total Revenues	86,468	75,850	76,700	77,300	1,450	2%	600	1%
<u>Expenditure</u>								
Supplies	3,110	4,200	4,200	4,200	-	0%	-	0%
Small Equipment	676	1,500	1,500	1,500	-	0%	-	0%
Professional Services	47,242	57,500	57,500	87,500	30,000	52%	30,000	52%
Travel	11	75	80	80	5	7%	-	0%
Rental / Lease	1,599	2,000	2,000	2,000	-	0%	-	0%
Repair and Maint.	-	300	300	300	-	0%	-	0%
Miscellaneous	4,226	4,500	4,500	4,800	300	7%	300	7%
Total Expenditures	56,864	70,075	70,080	100,380	30,305	43%	30,300	43%
Ending Balance	345,279	351,054	351,900	328,820	(22,234)	-6%	(23,080)	-7%

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

Description	2014 Actual	2015 Budget	2015 Estimate	2016 Budget	\$ Change 16-15 Budget	% Change 16-15 Budget	\$ Change 16-15 Estimate	% Change 16-15 Estimate
Program 200								
Beginning Balance	107,697	86,733	86,730	78,530	(8,203)	-9%	(8,200)	-9%
<u>Revenue</u>								
Grants	-	-	-	-				
Investment Interest	381	300	400	400	100	33%	-	0%
Contributions	835	11,500	11,500	11,500	-	0%	-	0%
Miscellaneous	-	-	-	-				
Insurance Recovery	1,350	-	-	-	N/A	N/A	N/A	N/A
Interfund Transfer	8,824	13,879	18,100	13,180	(699)	-5%	(4,920)	-27%
Total Revenues	11,390	25,679	30,000	25,080	(599)	-2%	(4,920)	-16%
<u>Expenditure</u>								
Supplies	-	200	200	200	-	0%	-	0%
Professional Services	31,858	80,000	36,500	78,000	(2,000)	-3%	41,500	114%
Miscellaneous	496	1,500	1,500	1,800	300	20%	300	20%
Interfund Transfer	-	-	-	-	N/A	N/A	N/A	N/A
Construction	-	-	-	-				
Total Expenditures	32,354	81,700	38,200	80,000	(1,700)	-2%	41,800	109%
Ending Balance	86,733	30,712	78,530	23,610	(7,102)	-23%	(54,920)	-70%
Program 300								
Beginning Balance	8,560	8,594	8,590	7,620	(974)	-11%	(970)	-11%
<u>Revenue</u>								
Investment Interest	34	30	30	30	-	0%	-	0%
Contributions	-	-	-	-	N/A	N/A	N/A	N/A
Interfund Transfer	-	-	-	-	N/A	N/A	N/A	N/A
Total Revenues	34	30	30	30	-	0%	-	0%
<u>Expenditure</u>								
Professional Services	-	1,000	1,000	1,000	-	0%	-	0%
Miscellaneous	-	-	-	-	N/A	N/A	N/A	N/A
Total Expenditures	-	1,000	1,000	1,000	-	0%	-	0%
Ending Balance	8,594	7,624	7,620	6,650	(974)	-13%	(970)	-13%

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	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Beginning Balance	17,703	17,772	17,770	17,900	128	1%	130	1%
<u>Revenue</u>								
Investment Interest	69	61	130	110	49	80%	(20)	-15%
Total Revenue	69	61	130	110	49	80%	(20)	-15%
<u>Expenditure</u>								
Total Expenditure	-	-	-	-	N/A	N/A	N/A	N/A
Ending Balance	17,772	17,833	17,900	18,010	177	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	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Beginning Balance	13,858	14,452	14,450	16,000	1,548	11%	1,550	11%
<u>Revenue</u>								
Investment Interest	52	40	90	90	50	125%	-	0%
Contributions	2,562	1,200	3,630	5,460	4,260	355%	1,830	50%
Total Revenues	2,614	1,240	3,720	5,550	4,310	348%	1,830	49%
<u>Expenditures</u>								
Miscellaneous	2,020	3,000	2,170	3,000	-	0%	830	38%
Total Expenditures	2,020	3,000	2,170	3,000	-	0%	830	38%
Ending Balance	14,452	12,692	16,000	18,550	5,858	46%	2,550	16%

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. 2016 revenues are projected at \$27,250. 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 2 1/2 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. 2016 total is \$20,500, with a maximum \$2,000 per promotion project.

All 123 fund expenditures are recommendations approved by LTAC as recommendations to City Council for the 2016 budget.

2016 Budget Changes

The professional services line in 2016 is increased to include an additional round of Tourism Promotion Awards, to provide a total of \$20,500 in promotion funding for local arts and culture programs that attract visitors to Edmonds. Ending cash will be decreased by \$3,970. The Arts Commission and LTAC approved this increase in expenditure for promotion awards based on increasing revenues in the fund and the growing number of arts and culture events and organizations in Edmonds that encourage visitors to make the arts in Edmonds their destination.

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Beginning Balance	70,428	77,645	77,650	82,780	5,135	7%	5,130	7%
<u>Revenue</u>								
25% Hotel/Motel Tax*	24,293	22,500	26,250	27,250	4,750	21%	1,000	4%
Sale Maps & Books	206	150	30	30	(120)	-80%	-	0%
Investment Interest	288	250	350	250	-	0%	(100)	-29%
Total Revenues	24,787	22,900	26,630	27,530	4,630	20%	900	3%
<u>Expenditures</u>								
Professional Services	13,615	17,000	17,000	28,300	11,300	66%	11,300	66%
Miscellaneous	3,955	4,500	4,500	3,200	(1,300)	-29%	(1,300)	-29%
Total Expenditures	17,570	21,500	21,500	31,500	10,000	47%	10,000	47%
Ending Balance	77,645	79,045	82,780	78,810	(235)	0%	(3,970)	-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 4th Avenue temporary art projects. Revenue is from contributions and interest. Contributions may be considered tax deductible if for “exclusive public purposes”. Expenditures include artwork enhanced 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	2014 Actual	2015 Budget	2015 Estimate	2016 Budget	\$ Change 16-15 Budget	% Change 16-15 Budget	\$ Change 16-15 Estimate	% Change 16-15 Estimate
Beginning Balance-000	150,887	175,325	175,320	179,270	3,945	2%	3,950	2%
<u>Revenue</u>								
Investment Interest	637	548	1,080	720	172	31%	(360)	-33%
Contributions	25,152	43,700	35,950	41,900	(1,800)	-4%	5,950	17%
Total Revenues	25,788	44,248	37,030	42,620	(1,628)	-4%	5,590	15%
<u>Expenditure</u>								
Supplies	1,350	11,620	10,900	13,110	1,490	13%	2,210	20%
Professional Services	-	8,000	-	-	(8,000)	-100%	N/A	N/A
Interfund Transfer Out	-	22,175	22,180	25,840	3,665	17%	3,660	17%
Total Expenditures	1,350	41,795	33,080	38,950	(2,845)	-7%	5,870	18%
Ending Balance-000	175,325	177,778	179,270	182,940	5,162	3%	3,670	2%
Beginning Balance-100	64,491	64,729	64,730	64,980	251	0%	250	0%
<u>Revenue</u>								
Investment Interest	239	200	250	250	50	25%	-	0%
Total Revenues	239	200	250	250	50	25%	-	0%
<u>Expenditure</u>								
Total Expenditures	-	-	-	-	N/A	N/A	N/A	N/A
Ending Balance-100	64,729	64,929	64,980	65,230	301	0%	250	0%
Beginning Balance-200	10,299	7,833	7,830	11,300	3,467	44%	3,470	44%
<u>Revenue</u>								
Investment Interest	33	30	30	30	-	0%	-	0%
Contributions	-	10,000	4,000	4,000	(6,000)	-60%	-	0%
Total Revenues	33	10,030	4,030	4,030	(6,000)	-60%	-	0%
<u>Expenditure</u>								
Professional Services	-	10,000	560	6,000	(4,000)	-40%	5,440	971%
Interfund Transfer Out	2,500	-	-	-	N/A	N/A	N/A	N/A
Total Expenditures	2,500	10,000	560	6,000	(4,000)	-40%	5,440	971%
Ending Balance-200	7,833	7,863	11,300	9,330	1,467	19%	(1,970)	-17%

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 municipal cemetery under the direction of the Cemetery Board as reviewed and approved by the City Council. Ninety percent revenue from lot sales, burial fees and donations are designated to this fund. Cemetery is maintained by one FTE year around to maintain Edmonds Cemetery which includes landscape maintenance along burials and selling of graves and columbarium niches. Edmonds Memorial Cemetery & Columbarium is very important asset for the City of Edmonds.

Major 2016 Budget Changes

Decision package #58 added \$18,300 to 2016 costs for parks seasonal cemetery laborer

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

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Beginning Balance	70,203	108,243	108,240	121,770	13,527	12%	13,530	13%
<u>Revenue</u>								
Resale Items/Taxable	36,836	27,000	27,000	27,000	-	0%	-	0%
Cemetery Grave Sales	106,844	97,500	119,200	109,620	12,120	12%	(9,580)	-8%
Investment Interest	346	-	830	640	640	N/A	(190)	-23%
Contributions	100	-	-	-	N/A	N/A	N/A	N/A
Interfund Transfer	40,186	40,000	40,000	40,000	-	0%	-	0%
Total Revenue	184,311	164,500	187,030	177,260	12,760	8%	(9,770)	-5%
<u>Expenditures</u>								
Salaries and Wages	69,753	82,776	82,640	108,410	25,634	31%	25,770	31%
Overtime	3,704	3,500	3,500	3,500	-	0%	-	0%
Benefits	31,721	33,110	30,860	44,500	11,390	34%	13,640	44%
Uniforms	-	1,000	1,000	1,000	-	0%	-	0%
Supplies	2,986	7,000	7,000	7,000	-	0%	-	0%
Resale Items	21,706	20,000	20,000	20,000	-	0%	-	0%
Professional Services	2,043	4,200	8,300	4,200	-	0%	(4,100)	-49%
Communications	1,503	1,412	1,410	1,410	(2)	0%	-	0%
Travel	-	500	500	500	-	0%	-	0%
Utilities	694	3,800	3,800	3,800	-	0%	-	0%
Repairs and Maintenan	-	500	500	500	-	0%	-	0%
Miscellaneous	2,945	4,000	4,000	4,000	-	0%	-	0%
Interfund Rental	9,216	9,986	9,990	11,550	1,564	16%	1,560	16%
Total Expenditures	146,271	171,784	173,500	210,370	38,586	22%	36,870	21%
Ending Balance	108,243	100,959	121,770	88,660	(12,299)	-12%	(33,110)	-27%

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	2014 Actual	2015 Budget	2015 Estimate	2016 Budget	\$ Change 16-15 Budget	% Change 16-15 Budget	\$ Change 16-15 Estimate	% Change 16-15 Estimate
Beginning Balance-100	84,952	85,360	85,360	85,720	360	0%	360	0%
<u>Revenue</u>								
Investment Interest	333	301	360	350	49	16%	(10)	-3%
Contributions	75	-	-	-	N/A	N/A	N/A	N/A
Total Revenues	408	301	360	350	49	16%	(10)	-3%
<u>Expenditure</u>								
Total Expenditures	-	-	-	-	N/A	N/A	N/A	N/A
Ending Balance-100	85,360	85,661	85,720	86,070	409	0%	350	0%
Beginning Balance- 200	63,699	63,949	63,950	64,220	271	0%	270	0%
<u>Revenue</u>								
Investment Interest	250	226	270	270	44	19%	-	0%
Total Revenues	250	226	270	270	44	19%	-	0%
<u>Expenditure</u>								
Total Expenditures	-	-	-	-	N/A	N/A	N/A	N/A
Ending Balance-200	63,949	64,175	64,220	64,490	315	0%	270	0%
Beginning Balance- 300	1,684	1,690	1,690	1,700	10	1%	10	1%
<u>Revenue</u>								
Investment Interest	7	6	10	10	4	67%	-	0%
Total Revenues	7	6	10	10	4	67%	-	0%
<u>Expenditure</u>								
Total Expenditures	-	-	-	-	N/A	N/A	N/A	N/A
Ending Balance-300	1,690	1,696	1,700	1,710	14	1%	10	1%

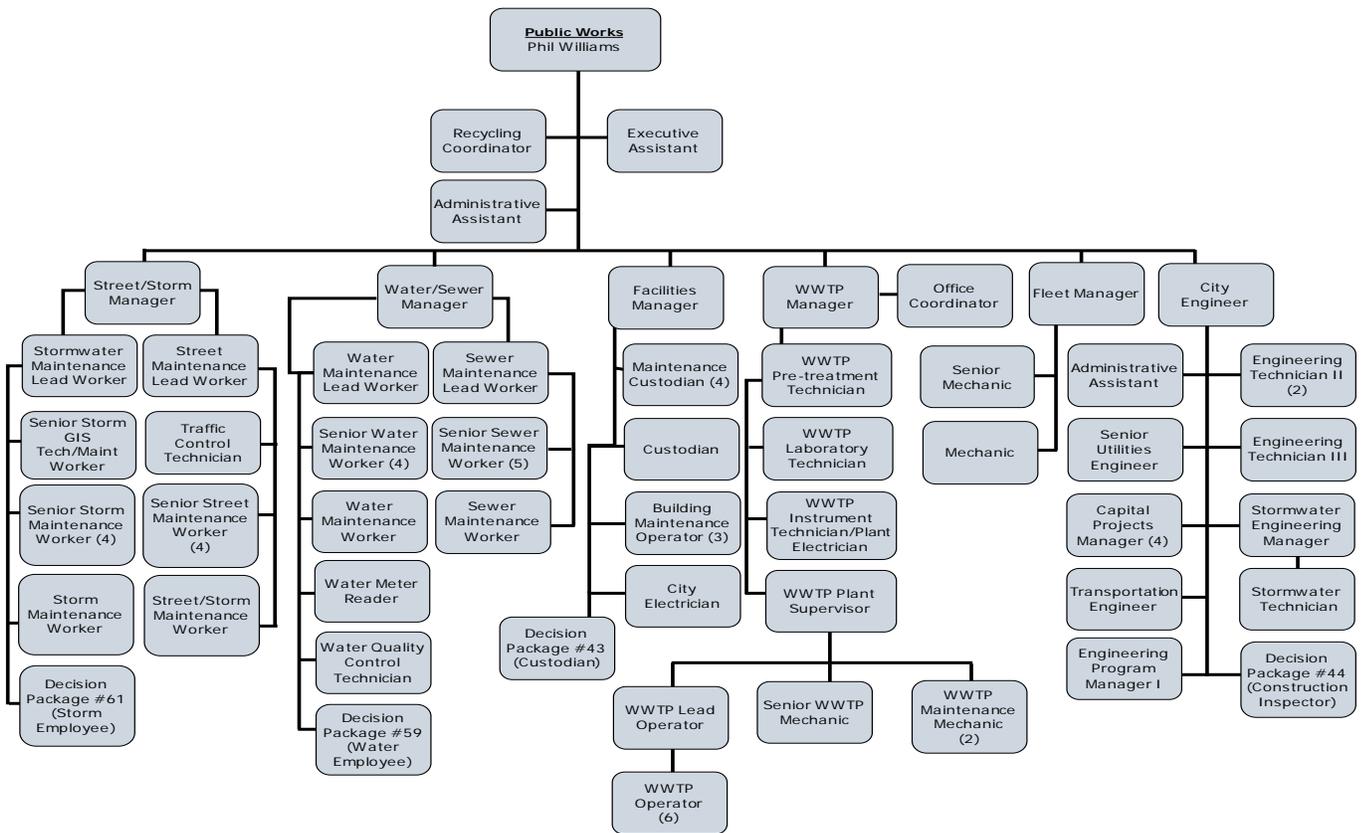
Fund:	Cemetery Maintenance Trust		Fund #:	137
Department:	Parks, Rec. & Cult. Svcs.		Department #:	64
Cost Center	Total Fund		Cost Center #:	N/A

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 other donations is designated to this Trust fund.

Description	2014 Actual	2015 Budget	2015 Estimate	2016 Budget	\$ Change 16-15 Budget	% Change 16-15 Budget	\$ Change 16-15 Estimate	% Change 16-15 Estimate
Beginning Balance	839,292	860,229	860,230	882,510	22,281	3%	22,280	3%
<u>Revenue</u>								
Resale Items/Taxable	4,083	2,700	3,000	3,000	300	11%	-	0%
Cemetery Grave Sales	11,882	9,270	13,250	12,180	2,910	31%	(1,070)	-8%
Investment Interest	4,973	-	6,030	4,700	4,700	N/A	(1,330)	-22%
Total Revenues	20,937	11,970	22,280	19,880	7,910	66%	(2,400)	-11%
<u>Expenditure</u>								
Total Expenditures	-	-	-	-	N/A	N/A	N/A	N/A
Ending Balance	860,229	872,199	882,510	902,390	30,191	3%	19,880	2%

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	2014 Actual	2015 Budget	2015 Estimate	2016 Budget	\$ Change 16-15 Budget	% Change 16-15 Budget	\$ Change 16-15 Estimate	% Change 16-15 Estimate
Administration	343,263	350,263	354,610	371,790	21,527	6%	17,180	5%
Engineering	1,654,236	1,952,792	1,859,380	2,470,330	517,538	27%	610,950	33%
Facilities Maintenance	1,449,635	1,482,670	1,498,910	1,483,800	1,130	0%	(15,110)	-1%
	3,447,135	3,785,725	3,712,900	4,325,920	540,195	14%	613,020	17%

Description	2014 Actual	2015 Budget	2015 Estimate	2016 Budget	\$ Change 16-15 Budget	% Change 16-15 Budget	\$ Change 16-15 Estimate	% Change 16-15 Estimate
Salaries	1,987,024	2,122,905	2,162,890	2,306,780	183,875	9%	143,890	7%
Overtime	6,472	7,700	6,700	7,700	-	0%	1,000	15%
Benefits	782,728	843,745	860,810	935,640	91,895	11%	74,830	9%
Uniforms	3,771	2,860	2,620	3,110	250	9%	490	19%
Supplies	100,476	94,600	94,600	94,600	-	0%	-	0%
Minor Equipment	12,901	6,200	6,160	6,200	-	0%	40	1%
Professional Services	71,907	190,200	83,200	465,200	275,000	145%	382,000	459%
Communications	23,386	25,350	25,060	27,150	1,800	7%	2,090	8%
Travel	400	1,100	600	1,100	-	0%	500	83%
Rental/Lease	1,659	2,900	2,900	11,600	8,700	300%	8,700	300%
Interfund Rental	73,392	72,065	72,060	74,940	2,875	4%	2,880	4%
Public Utility	285,148	282,800	282,800	282,800	-	0%	-	0%
Repair/Maintenance	75,340	111,300	90,700	82,100	(29,200)	-26%	(8,600)	-9%
Miscellaneous	22,530	22,000	21,800	27,000	5,000	23%	5,200	24%
	3,447,135	3,785,725	3,712,900	4,325,920	540,195	14%	613,020	17%

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 2016 Budget Changes

None

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

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Salaries	250,222	247,982	250,160	263,850	15,868	6%	13,690	5%
Overtime	-	200	200	200	-	0%	-	0%
Benefits	73,261	76,327	78,500	81,750	5,423	7%	3,250	4%
Supplies	5,018	7,600	7,600	7,600	-	0%	-	0%
Small Equipment	583	1,000	1,000	1,000	-	0%	-	0%
Professional Services	2,196	200	200	200	-	0%	-	0%
Communications	762	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	5,340	5,004	5,000	5,240	236	5%	240	5%
Public Utility	2,331	2,800	2,800	2,800	-	0%	-	0%
Repair/Maintenance	-	1,000	1,000	1,000	-	0%	-	0%
Miscellaneous	2,651	3,900	3,900	3,900	-	0%	-	0%
	343,263	350,263	354,610	371,790	21,527	6%	17,180	5%

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 one Custodian.

Major 2016 Budget Changes

There are no major changes to this budget as proposed for 2016. There is also a decision package that would restore the custodial position (1.0 FTE) that was eliminated in the 2011 budget.

Decision package #43 added \$57,120 to 2016 costs for a custodian

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

	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15	16-15	16-15	16-15
					Budget	Budget	Estimate	Estimate
Salaries	625,321	629,490	658,630	669,430	39,940	6%	10,800	2%
Overtime	4,352	2,500	2,500	2,500	-	0%	-	0%
Benefits	270,662	256,400	263,500	291,990	35,590	14%	28,490	11%
Uniforms	3,661	2,500	2,500	2,750	250	10%	250	10%
Supplies	95,458	87,000	87,000	87,000	-	0%	-	0%
Minor Equipment	9,896	3,000	3,000	3,000	-	0%	-	0%
Professional Services	11,837	45,000	45,000	-	(45,000)	-100%	(45,000)	-100%
Communications	15,309	13,500	13,500	14,000	500	4%	500	4%
Travel	27	-	-	-	N/A	N/A	N/A	N/A
Rental/Lease	759	500	500	500	-	0%	-	0%
Interfund Rental	49,560	52,180	52,180	52,030	(150)	0%	(150)	0%
Public Utility	282,817	280,000	280,000	280,000	-	0%	-	0%
Repair/Maintenance	74,931	108,500	88,500	78,500	(30,000)	-28%	(10,000)	-11%
Miscellaneous	5,046	2,100	2,100	2,100	-	0%	-	0%
	1,449,635	1,482,670	1,498,910	1,483,800	1,130	0%	(15,110)	-1%

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

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	Fourteen(14) Full Time Equivalent (FTEs) including City Engineer, Transportation Engineer, Stormwater Engineering Manager, Senior Utilities Engineer, Engineering Program Manager, four Capital Project Managers, three Engineering Technicians, one Stormwater Engineering Technician, 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 blueprint 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 four vehicles and 33% of another staff car.

Major 2016 Budget Changes

- Decision package #44 added \$113,800 to 2016 costs for a construction inspector
- Decision package #45 added \$450,000 to 2016 costs for the Edmonds waterfront analysis study
- Decision package #46 added \$10,000 to 2016 costs for the SR99 Access Management Study (220th-224th)
- Decision package #47 added \$1,000 to 2016 costs for the commute trip reduction program

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

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Salaries	1,111,482	1,245,433	1,254,100	1,373,500	128,067	10%	119,400	10%
Overtime	2,120	5,000	4,000	5,000	-	0%	1,000	25%
Benefits	438,805	511,018	518,810	561,900	50,882	10%	43,090	8%
Uniforms	109	360	120	360	-	0%	240	200%
Minor Equipment	2,422	2,200	2,160	2,200	-	0%	40	2%
Professional Services	57,875	145,000	38,000	465,000	320,000	221%	427,000	1124%
Communications	7,315	10,500	10,210	11,800	1,300	12%	1,590	16%
Travel	373	600	100	600	-	0%	500	500%
Rental / Lease	-	-	-	8,700	8,700	N/A	8,700	N/A
Interfund Rental	18,492	14,881	14,880	17,670	2,789	19%	2,790	19%
Repair/Maintenance	409	1,800	1,200	2,600	800	44%	1,400	117%
Miscellaneous	14,833	16,000	15,800	21,000	5,000	31%	5,200	33%
	1,654,236	1,952,792	1,859,380	2,470,330	517,538	27%	610,950	33%

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 2016 Budget Changes

Decision package #52 added \$12,500 to 2016 costs for the asset management mobile field conversion

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

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Beginning Balance	215,200	327,149	327,150	516,350	189,201	58%	189,200	58%
Revenue								
Street And Curb Permit	7,125	5,000	4,000	4,000	(1,000)	-20%	-	0%
Motor Vehicle Fuel Tax	675,128	670,000	676,000	676,000	6,000	1%	-	0%
Transportation Charges	637,216	650,000	747,330	680,000	30,000	5%	(67,330)	-9%
Investment Interest	554	30	1,600	500	470	1567%	(1,100)	-69%
Miscellaneous Revenues	6,221	4,000	1,150	-	(4,000)	-100%	(1,150)	-100%
Capital Assets Disposition	-	-	1,350	-	N/A	N/A	(1,350)	-100%
Interfund Transfer In	400,000	400,000	400,000	400,000	-	0%	-	0%
Total Revenues	1,726,244	1,729,030	1,831,430	1,760,500	31,470	2%	(70,930)	-4%
Expenditure								
Salaries	534,746	526,484	500,290	515,160	(11,324)	-2%	14,870	3%
Overtime	26,395	18,400	18,400	18,400	-	0%	-	0%
Benefits	257,133	250,539	246,250	265,870	15,331	6%	19,620	8%
Uniforms	4,338	6,000	6,000	6,000	-	0%	-	0%
Supplies	204,081	240,000	223,000	240,000	-	0%	17,000	8%
Small Equipment	12,633	26,000	19,000	26,000	-	0%	7,000	37%
Professional Services	6,490	14,050	9,350	14,050	-	0%	4,700	50%
Communications	4,125	3,500	3,500	3,500	-	0%	-	0%
Training	110	1,000	-	1,000	-	0%	1,000	N/A
Rental/Lease	4,653	2,300	2,300	2,300	-	0%	-	0%
Insurance	74,683	82,400	81,390	87,620	5,220	6%	6,230	8%
Public Utility	236,707	270,170	270,170	270,170	-	0%	-	0%
Repairs & Maintenance	28,523	45,000	45,000	45,000	-	0%	-	0%
Miscellaneous	5,998	8,000	8,000	20,500	12,500	156%	12,500	156%
Intergovernmental Services	1,956	3,000	3,000	3,000	-	0%	-	0%
Equipment	-	12,500	12,500	-	(12,500)	-100%	(12,500)	-100%
Interfund Rental	177,804	188,944	188,940	188,650	(294)	0%	(290)	0%
Interfund Transfer Out	28,805	-	-	-	N/A	N/A	N/A	N/A
Debt Principal	3,149	3,283	3,290	3,420	137	4%	130	4%
Debt Interest	1,964	1,849	1,850	1,730	(119)	-6%	(120)	-6%
Total Expenditures	1,614,294	1,703,419	1,642,230	1,712,370	8,951	1%	70,140	4%
Ending Balance	327,149	352,760	516,350	564,480	211,720	60%	48,130	9%

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	2014 Actual	2015 Budget	2015 Estimate	2016 Budget	\$ Change	% Change	\$ Change	% Change
					16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Beginning Balance	-	27,935	27,930	-	(27,935)	-100%	(27,930)	-100%
<u>Revenue</u>								
Annual Vehicle Fee (TBD)	623,111	696,915	690,500	682,500	(14,415)	-2%	(8,000)	-1%
Total Revenue	623,111	696,915	690,500	682,500	(14,415)	-2%	(8,000)	-1%
<u>Expenditure</u>								
Professional Services	-	3,850	-	-	(3,850)	-100%	N/A	N/A
Insurance	2,500	2,500	2,500	2,500	-	0%	-	0%
Intergovernmental Services	592,677	718,500	715,930	680,000	(38,500)	-5%	(35,930)	-5%
Total Expenditures	595,177	724,850	718,430	682,500	(42,350)	-6%	(35,930)	-5%
Ending Balance	27,935	-	-	-	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 2016 Budget Changes

- Decision package #11 added \$13,300 to 2016 costs for a staff accountant/financial analyst
- Decision package #12 added \$420 to 2016 costs for the information systems management promotion
- Decision package #17 added \$1,000 to 2016 costs for LIDAR - GIS radar imaging
- Decision package #18 added \$1,200 to 2016 costs for software support & GIS web Application
- Decision package #35 added \$2,720 to 2016 costs for a permit coordinator
- Decision package #44 added \$34,140 to 2016 costs for a construction inspector
- Decision package #52 added \$12,500 to 2016 costs for the asset management mobile field conversion
- Decision package #59 added \$67,080 to 2016 costs for a full time employee
- Decision package #60 added \$15,000 to 2016 costs for a truck mounted hoist

Staff recommended change #5 moved \$187,500 for Stormwater Fund contributions from the Street Construction Fund to the Water Utility Fund.

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

Description	2014 Actual	2015 Budget	2015		\$ Change	% Change	\$ Change	% Change
			Estimate	2016 Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Beginning Balance	15,223,945	16,580,057	16,284,670	19,866,900	3,286,843	20%	3,582,230	22%
<u>Revenue</u>								
Grants	88,835	57,000	57,000	53,950	(3,050)	-5%	(3,050)	-5%
Custodial & Building Services	1,174	-	2,500	2,500	2,500	N/A	-	0%
Water Sales and Services	6,756,636	7,258,442	7,359,430	8,003,620	745,178	10%	644,190	9%
Investment Interest	19,582	12,000	28,900	20,000	8,000	67%	(8,900)	-31%
Leases Long-Term	41,651	54,000	41,500	41,500	(12,500)	-23%	-	0%
Miscellaneous Revenues	94,708	2,000	10,100	7,000	5,000	250%	(3,100)	-31%
Water Connection Fee	331,499	198,000	316,700	301,400	103,400	52%	(15,300)	-5%
Proceeds Of LT Debt	-	5,674,786	5,674,790	-	(5,674,786)	-100%	(5,674,790)	-100%
Revenue Bond Premium	-	69,846	69,850	-	(69,846)	-100%	(69,850)	-100%
Total Revenues	7,334,086	13,326,074	13,560,770	8,429,970	(4,896,104)	-37%	(5,130,800)	-38%
<u>Expenditure</u>								
Depreciation	736,330	-	-	-	N/A	N/A	N/A	N/A
Salaries	716,026	760,901	754,450	795,220	34,319	5%	40,770	5%
Overtime	15,586	24,180	24,180	24,000	(180)	-1%	(180)	-1%
Benefits	329,281	375,728	362,030	372,550	(3,178)	-1%	10,520	3%
Uniforms	3,060	4,000	3,000	4,000	-	0%	1,000	33%
Supplies	128,787	150,000	150,000	151,000	1,000	1%	1,000	1%
Resale Inventory - Water	1,492,894	1,600,000	1,600,000	1,600,000	-	0%	-	0%
Resale Inventory - Supplies	94,506	143,000	138,000	143,000	-	0%	5,000	4%
Small Equipment	20,193	11,000	13,000	11,000	-	0%	(2,000)	-15%
Professional Services	493,352	1,212,909	912,110	1,361,570	148,661	12%	449,460	49%
Interfund Services	51,550	187,571	121,830	176,510	(11,061)	-6%	54,680	45%
Communications	27,701	30,000	30,000	30,000	-	0%	-	0%
Training	65	200	200	200	-	0%	-	0%
Excise Tax	-	-	340,000	340,000	340,000	N/A	-	0%
Rental/Lease	4,857	5,000	5,000	5,000	-	0%	-	0%
Interfund Rental	101,820	93,107	93,110	95,750	2,643	3%	2,640	3%
Insurance	74,689	85,000	70,900	58,920	(26,080)	-31%	(11,980)	-17%
Public Utility	31,567	40,000	35,000	40,000	-	0%	5,000	14%
Repairs & Maintenance	467,992	17,000	20,000	17,000	-	0%	(3,000)	-15%
Miscellaneous	392,077	381,400	41,400	66,700	(314,700)	-83%	25,300	61%
Intergovernmental Services	26,306	30,000	30,000	30,000	-	0%	-	0%
Utility Tax	1,034,551	1,115,209	1,127,620	1,229,110	113,901	10%	101,490	9%
Interfund Transfer Out	833	447,416	607,080	731,220	283,804	63%	124,140	20%
Equipment	-	12,500	12,500	15,000	2,500	20%	2,500	20%
Construction Projects	-	3,229,920	2,760,550	4,417,330	1,187,410	37%	1,656,780	60%
Debt Principal	-	363,321	363,330	352,010	(11,311)	-3%	(11,320)	-3%
Debt Interest	29,012	266,524	266,540	256,870	(9,654)	-4%	(9,670)	-4%
Debt Issue Costs	327	96,707	96,710	-	(96,707)	-100%	(96,710)	-100%
Total Expenditures	6,273,359	10,682,593	9,978,540	12,323,960	1,641,367	15%	2,345,420	24%
Ending Balance	16,284,671	19,223,538	19,866,900	15,972,910	(3,250,628)	-17%	(3,893,990)	-20%

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 2016 Budget Changes

- Decision package #11 added \$7,390 to 2016 costs for a staff accountant/financial analyst
- Decision package #12 added \$240 to 2016 costs for the information systems management promotion
- Decision package #17 added \$1,000 to 2016 costs for LIDAR - GIS radar imaging
- Decision package #18 added \$1,200 to 2016 costs for software support & GIS web application
- Decision package #35 added \$2,720 to 2016 costs for a permit coordinator
- Decision package #44 added \$34,140 to 2016 costs for a construction inspector
- Decision package #52 added \$12,500 to 2016 costs for the asset management mobile field conversion
- Decision package #61 added \$60,880 to 2016 costs for a full time employee
- Decision package #62 added \$50,000 to 2016 costs for the Stormwater Code Updated for Phase II NPDES Permit

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

Description	2014 Actual	2015 Budget	2015		\$ Change	% Change	\$ Change	% Change
			Estimate	2016 Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Beginning Balance	9,180,711	10,172,432	10,121,790	12,626,480	2,454,048	24%	2,504,690	25%
<u>Revenue</u>								
Grants	512,938	277,000	77,640	407,000	130,000	47%	329,360	424%
Stormwater Sales	3,328,235	3,443,393	3,478,260	3,634,770	191,377	6%	156,510	4%
Illegal Discharge Fine	4,800	3,000	3,000	3,000	-	0%	-	0%
Investment Interest	16,616	10,000	23,000	20,000	10,000	100%	(3,000)	-13%
Leases Long-Term	13,357	14,014	14,010	14,010	(4)	0%	-	0%
Miscellaneous Revenues	136,966	-	-	-	N/A	N/A	N/A	N/A
Water Connection Fee	40,870	31,000	32,000	53,000	22,000	71%	21,000	66%
Proceeds Of LT Debt	-	3,747,500	3,747,500	-	(3,747,500)	-100%	(3,747,500)	-100%
Revenue Bond Premium	-	46,125	46,130	-	(46,125)	-100%	(46,130)	-100%
Total Revenues	4,053,783	7,572,032	7,421,540	4,131,780	(3,440,252)	-45%	(3,289,760)	-44%
<u>Expenditure</u>								
Depreciation	449,279	-	-	-	N/A	N/A	N/A	N/A
Salaries	482,037	588,544	572,330	640,470	51,926	9%	68,140	12%
Overtime	12,292	6,000	6,000	6,000	-	0%	-	0%
Benefits	225,792	275,010	287,150	313,950	38,940	14%	26,800	9%
Uniforms	5,281	6,500	6,500	6,500	-	0%	-	0%
Supplies	45,239	45,500	45,500	46,500	1,000	2%	1,000	2%
Small Equipment	2,060	4,000	4,000	4,000	-	0%	-	0%
Professional Services	411,165	1,761,996	808,390	1,567,700	(194,296)	-11%	759,310	94%
Interfund Services	599,751	687,274	460,030	630,480	(56,794)	-8%	170,450	37%
Communications	3,035	3,200	3,200	3,200	-	0%	-	0%
Training	-	4,300	4,300	4,300	-	0%	-	0%
Excise Taxes	-	-	55,000	55,000	55,000	N/A	-	0%
Rental/Lease	1,594	6,500	6,500	6,500	-	0%	-	0%
Interfund Rental	207,108	210,833	210,830	246,490	35,657	17%	35,660	17%
Insurance	36,035	8,089	39,270	64,120	56,031	693%	24,850	63%
Public Utility	8,857	10,500	10,500	10,500	-	0%	-	0%
Repairs & Maintenance	30,443	13,000	13,000	13,000	-	0%	-	0%
Miscellaneous	101,443	120,500	72,500	91,200	(29,300)	-24%	18,700	26%
Intergovernmental Services	113,777	85,000	85,000	85,000	-	0%	-	0%
Utility Tax	302,349	323,210	316,210	330,430	7,220	2%	14,220	4%
Interfund Transfer Out	5,869	153,292	209,110	410,080	256,788	168%	200,970	96%
Land	-	11,900	-	-	(11,900)	-100%	N/A	N/A
Equipment	-	12,500	12,500	-	(12,500)	-100%	(12,500)	-100%
Construction Projects	-	2,294,832	1,184,370	1,636,150	(658,682)	-29%	451,780	38%
Debt Principal	-	266,624	266,640	274,170	7,546	3%	7,530	3%
Debt Interest	69,126	174,142	174,160	166,430	(7,712)	-4%	(7,730)	-4%
Debt Issue Costs	165	63,863	63,860	-	(63,863)	-100%	(63,860)	-100%
Total Expenditures	3,112,699	7,137,109	4,916,850	6,612,170	(524,939)	-7%	1,695,320	34%
Ending Balance	10,121,795	10,607,355	12,626,480	10,146,090	(461,265)	-4%	(2,480,390)	-20%

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

Function

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

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

Budget Narrative

Sewer Operations

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

Treatment Plant Operations

Due to the regional nature of the Treatment Plant, other agencies pay a proportionate share of both operating and capital expenditures. The City of Edmonds pays approximately 50% of both O&M and capital expenses. Significant impacts to our 2016 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 2016 Budget Impacts

Treatment Plant Capital

The Capital Improvements Reserve was established as provided in the Agreement for Wastewater Treatment, Disposal and Transport Services, and among the City of Edmonds, the City of Mountlake Terrace, Olympic View Water and Sewer District, and Ronald Wastewater District. The minimum amount is set at \$200,000. Each participant will contribute to the fund in the ratio as originally shown as percentage capacity in Exhibit A of the Agreement. The intent of the fund is to handle future capital improvements and major repairs not included within the regular maintenance and operation costs.

Significant 2016 projects

- Control System Upgrade - continuing
- Repair of Clarifier #3
- Phase 5 Energy project

- Decision package #11 added \$16,240 to 2016 costs for a staff accountant/financial analyst
- Decision package #12 added \$520 to 2016 costs for the information systems management promotion
- Decision package #14 added \$2,000 to 2016 costs for police video surveillance system data storage
- Decision package #17 added \$1,000 to 2016 costs for LIDAR - GIS radar imaging
- Decision package #18 added \$1,200 to 2016 costs for software support & GIS web application
- Decision package #35 added \$2,720 to 2016 costs for a permit coordinator
- Decision package #44 added \$34,140 to 2016 costs for a construction inspector
- Decision package #52 added \$12,500 to 2016 costs for the asset management mobile field conversion

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

Description	2014 Actual	2015 Budget	2015 Estimate	2016 Budget	\$ Change	% Change	\$ Change	% Change
					16-15	16-15	16-15	16-15
	Budget	Budget	Estimate	Estimate				
Beginning Balance	43,325,813	44,394,721	43,896,780	50,560,510	6,165,789	14%	6,663,730	15%
<u>Revenue</u>								
Other/Non-Bus/Lic/Permit	12,670	-	11,200	9,300	9,300	N/A	(1,900)	-17%
Grants	101,654	-	153,350	-	N/A	N/A	(153,350)	-100%
Sewer Sales and Services	7,403,901	8,143,903	8,245,460	8,856,900	712,997	9%	611,440	7%
Investment Interest	26,623	25,000	25,050	25,050	50	0%	-	0%
Miscellaneous Revenues	27,766	-	-	-	N/A	N/A	N/A	N/A
Insurance Recoveries	-	-	6,990	-	N/A	N/A	(6,990)	-100%
Capital Contributions	622,821	1,139,021	1,108,920	1,553,680	414,659	36%	444,760	40%
Sewer Connection Fee	554,788	71,000	310,200	384,400	313,400	441%	74,200	24%
Bond Proceeds	-	9,317,714	9,317,720	-	(9,317,714)	-100%	(9,317,720)	-100%
Revenue Bond Premium	-	115,006	115,010	-	(115,006)	-100%	(115,010)	-100%
Interfund Transfer In	-	762,012	1,114,880	1,584,790	822,778	108%	469,910	42%
Total Revenues	8,750,223	19,573,656	20,408,780	12,414,120	(7,159,536)	-37%	(7,994,660)	-39%
<u>Expenditure</u>								
Depreciation	2,019,235	-	-	-	N/A	N/A	N/A	N/A
Salaries	1,608,142	1,690,580	1,645,550	1,721,530	30,950	2%	75,980	5%
Overtime	85,018	81,000	87,000	100,000	19,000	23%	13,000	15%
Benefits	728,018	763,707	742,750	771,920	8,213	1%	29,170	4%
Uniforms	7,102	9,000	8,000	9,500	500	6%	1,500	19%
Supplies	252,115	350,000	345,000	420,200	70,200	20%	75,200	22%
Fuel Consumed	81,891	140,000	140,000	90,000	(50,000)	-36%	(50,000)	-36%
Sewer Inventory	2,502	4,000	3,000	4,000	-	0%	1,000	33%
Small Equipment	57,849	46,000	49,000	46,000	-	0%	(3,000)	-6%
Professional Services	563,514	1,350,136	934,770	1,354,480	4,344	0%	419,710	45%
Interfund Services	340,216	508,609	426,440	463,260	(45,349)	-9%	36,820	9%
Communications	38,931	40,000	40,000	43,000	3,000	8%	3,000	8%
Training	893	5,000	5,000	5,000	-	0%	-	0%
Excise Tax	-	60,000	150,000	150,000	90,000	150%	-	0%
Rental/Lease	5,607	9,850	9,500	9,500	(350)	-4%	-	0%
Interfund Rental	141,168	191,128	191,130	173,170	(17,958)	-9%	(17,960)	-9%
Insurance	128,938	156,955	140,830	96,630	(60,325)	-38%	(44,200)	-31%
Public Utility	906,117	1,055,350	1,055,350	1,056,660	1,310	0%	1,310	0%
Repairs & Maintenance	258,867	255,000	265,000	325,000	70,000	27%	60,000	23%
Miscellaneous	223,588	193,400	100,000	101,700	(91,700)	-47%	1,700	2%
Intergovernmental Services	97,902	408,889	140,000	150,000	(258,889)	-63%	10,000	7%
Utility Tax	524,689	524,200	574,560	629,140	104,940	20%	54,580	9%
Interfund Transfer Out	-	1,516,742	1,655,710	2,446,570	929,828	61%	790,860	48%
Equipment	-	542,000	542,000	-	(542,000)	-100%	(542,000)	-100%
Construction Projects	-	5,232,233	3,838,960	6,508,970	1,276,737	24%	2,670,010	70%
Debt Principal	-	400,437	366,830	373,600	(26,837)	-7%	6,770	2%
Debt Interest	105,668	143,224	129,880	122,280	(20,944)	-15%	(7,600)	-6%
Debt Issue Costs	1,280	158,788	158,790	-	(158,788)	-100%	(158,790)	-100%
Total Expenditures	8,179,251	15,836,228	13,745,050	17,172,110	1,335,882	8%	3,427,060	25%
Ending Balance	43,896,784	48,132,149	50,560,510	45,802,520	(2,329,629)	-5%	(4,757,990)	-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	2014 Actual	2015 Budget	2015 Estimate	2016 Budget	\$ Change 16-15 Budget	% Change 16-15 Budget	\$ Change 16-15 Estimate	% Change 16-15 Estimate
Beginning Balance	843,959	-	843,960	842,940	842,940	N/A	(1,020)	0%
<u>Revenue</u>								
Investment Interest	2	-	-	-	N/A	N/A	N/A	N/A
Transfer In from 421	290,830	445,416	605,190	730,220	284,804	64%	125,030	21%
Transfer In from 422	45,708	145,613	197,100	397,900	252,287	173%	200,800	102%
Transfer In from 423	504,278	754,730	540,830	861,780	107,050	14%	320,950	59%
Total Revenues	840,817	1,345,759	1,343,120	1,989,900	644,141	48%	646,780	48%
<u>Expenditure</u>								
Bond Principal	160,000	170,000	375,020	655,010	485,010	285%	279,990	75%
Bond Interest	680,815	1,174,102	969,120	1,335,910	161,808	14%	366,790	38%
Total Expenditures	840,815	1,344,102	1,344,140	1,990,920	646,818	48%	646,780	48%
Ending Balance	843,961	1,657	842,940	841,920	840,263	50710%	(1,020)	0%

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.

2016 Replacement Schedules:

- 449-POL Police, Patrol SUV
- 450-POL Police, Patrol SUV
- 681-POL Police, Patrol SUV
- 455-POL Police, Patrol SUV
- 791-POL Police, Admin Car
- 183-POL Police, Admin Car
- 203-POL Police, Traffic Motorcycle
- 405-POL Police, Traffic Motorcycle
- 582-POL Police, Traffic Motorcycle
- Police Patrol Car Laptop Computers

- 89-ENG Engineering, Electric Car
- 94-ENG Engineering, Small SUV
- 29-BLD Building, Small SUV
- 58-STR Street, ¾ Ton Pickup Truck
- 30-STR Street, Electric Car
- 86-PRK Parks, 1 Ton Flatbed Truck
- 90-PRK Parks, 1 Ton Flatbed Truck
- 18-PRK Parks, Compact Backhoe/Loader

Major 2016 Budget Changes

- Decision package #23 added \$55,000 to 2016 costs for the re-establishment of the Street Crimes Unit
- Decision package #44 added \$31,000 to 2016 costs for the construction inspector
- Decision package #63 added \$22,000 to 2016 costs for a canopy for the propane dispenser
- Decision package #64 added \$30,000 to 2016 costs for the propane conversions to (4) work trucks
- Decision package #65 added \$50,000 to 2016 costs for computers for the police patrol cars

Council amendment #13 moved \$13,000 for the purchase of the Parks Department utility tractor to the Equipment Rental Fund

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

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Beginning Balance	6,847,165	7,245,160	7,245,160	7,099,240	(145,920)	-2%	(145,920)	-2%
<u>Revenue</u>								
Garage Services	12,446	7,000	12,000	12,000	5,000	71%	-	0%
Other Environmental Service	12,544	0	0	0	N/A	N/A	N/A	N/A
Sales and Services	15,258	11,500	11,500	44,500	33,000	287%	33,000	287%
Investment Income	20,552	9,500	9,500	9,500	-	0%	-	0%
Interfund Income	1,445,616	1,474,567	1,474,570	1,508,570	34,003	2%	34,000	2%
Miscellaneous Revenue	481	0	0	0	N/A	N/A	N/A	N/A
Capital Assets Disposition	23,396	16,618	16,620	5,000	(11,618)	-70%	(11,620)	-70%
Total Revenues	1,530,294	1,519,185	1,524,190	1,579,570	60,385	4%	55,380	4%
<u>Expenditure</u>								
Depreciation	338,018	0	0	0	N/A	N/A	N/A	N/A
Salaries	193,247	207,189	211,510	224,880	17,691	9%	13,370	6%
Overtime	2,309	2,000	2,000	2,000	-	0%	-	0%
Benefits	90,031	96,603	98,850	105,050	8,447	9%	6,200	6%
Uniforms	1,056	1,000	1,000	1,000	-	0%	-	0%
Supplies	92,006	98,000	110,000	110,000	12,000	12%	-	0%
Fuel Consumed	708	1,000	1,000	1,000	-	0%	-	0%
Resale Supplies	258,602	315,200	241,000	308,200	(7,000)	-2%	67,200	28%
Small Equipment	16,967	20,306	20,310	58,000	37,694	186%	37,690	186%
Professional Services	882	1,000	1,000	1,000	-	0%	-	0%
Communication	2,225	3,000	3,000	3,000	-	0%	-	0%
Travel	0	3,300	3,300	1,000	(2,300)	-70%	(2,300)	-70%
Rental/Lease	794	1,500	1,500	1,500	-	0%	-	0%
Insurance	37,376	32,701	40,610	29,560	(3,141)	-10%	(11,050)	-27%
Public Utilities	11,362	14,000	14,000	14,000	-	0%	-	0%
Repair and Maintenance	66,036	60,000	60,000	60,000	-	0%	-	0%
Miscellaneous	5,289	7,190	7,190	7,190	-	0%	-	0%
Intergovernmental Services	2,408	2,500	2,500	2,500	-	0%	-	0%
Machinery and Equipment	0	827,718	827,720	965,000	137,282	17%	137,280	17%
Interfund Services	0	10,000	10,000	43,000	33,000	330%	33,000	330%
Interfund Rental	12,984	13,618	13,620	17,940	4,322	32%	4,320	32%
Total Expenditures	1,132,299	1,717,825	1,670,110	1,955,820	237,995	14%	285,710	17%
Ending Balance	7,245,160	7,046,520	7,099,240	6,722,990	(323,530)	-5%	(376,250)	-5%

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.

Description	2014 Actual	2015 Budget	2015 Estimate	2016 Budget	\$ Change	% Change	\$ Change	% Change
					16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Beginning Balance	55,859	56,023	56,020	56,020	(3)	0%	-	0%
<u>Revenue</u>								
Investment Interest	164	-	-	-	N/A	N/A	N/A	N/A
Total Revenue	164	-	-	-	N/A	N/A	N/A	N/A
<u>Expenditure</u>								
Total Expenditure	-	-	-	-	N/A	N/A	N/A	N/A
Ending Balance	56,023	56,023	56,020	56,020	(3)	0%	-	0%



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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 monies for maintenance and repair projects that require large amounts of money and to track such monies. It should be noted that Fund 016 is not primarily for capital improvements; however, some projects could qualify as Capital Improvement Plan (CIP) expenditure.

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 extend of the ongoing needs of City facilities.

Project List

Construction work to rehabilitate the Edmonds Fishing Pier, completely supported by grant funding and estimated to need \$1.6 million, will be funneled through the 016 budget for 2016. Among proposed projects, City Hall will begin a cycle of carpet renewal with this budget. A larger sum has also been dedicated to upgrading the security of this building this year to make the project effective. Decision packages under consideration will allow the completion of reroofing the Anderson Center and the increase of the general fund allocation which supports Fund 016 for the first time since the 1990s.

- Decision package #48 added \$43,000 to 2016 costs for a Fire Station 16 generator replacement
- Decision package #49 added \$25,000 to 2016 costs for Fire Station 17 ceiling repairs
- Decision package #50 added \$6,000 to 2016 costs for the city hall fire door control replacement
- Decision package #51 added \$10,000 to 2016 costs for the Frances Anderson Center floor repairs

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

Description	2014 Actual	2015 Budget	2015 Estimate	2016 Budget	\$ Change 16-15 Budget	% Change 16-15 Budget	\$ Change 16-15 Estimate	% Change 16-15 Estimate
Beginning Balance	64,762	141,146	141,150	133,850	(7,296)	-5%	(7,300)	-5%
<u>Revenue</u>								
Grants	13,132	246,400	131,000	1,580,000	1,333,600	541%	1,449,000	1106%
Investment Interest	220	-	-	-	N/A	N/A	N/A	N/A
Interfund Loan	-	110,000	110,000	-	(110,000)	-100%	(110,000)	-100%
Interfund Transfer	379,800	351,600	351,600	100,000	(251,600)	-72%	(251,600)	-72%
Total Revenue	393,153	708,000	592,600	1,680,000	972,000	137%	1,087,400	183%
<u>Expenditure</u>								
Supplies	914	-	-	-	N/A	N/A	N/A	N/A
Professional Services	115,564	236,400	206,000	80,000	(156,400)	-66%	(126,000)	-61%
Repair and Maintenance	199,719	362,400	198,900	1,641,000	1,278,600	353%	1,442,100	725%
Miscellaneous	571	-	-	-	N/A	N/A	N/A	N/A
Machinery/Equipment	-	195,000	195,000	33,000	(162,000)	-83%	(162,000)	-83%
Total Expenditure	316,769	793,800	599,900	1,754,000	960,200	121%	1,154,100	192%
Ending Balance	141,146	55,346	133,850	59,850	4,504	8%	(74,000)	-55%

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.

Budget Narrative

The following transportation improvement projects are scheduled to start construction in 2016.

1. 236th St. Walkway
2. 212th St. SW / 76th Ave Intersection Improvements
3. Citywide Bicycle Improvements

Staff recommended change #5 moved \$187,500 for Stormwater Fund contributions from the Street Construction Fund to the Water Utility Fund.

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

Description	2014 Actual	2015 Budget	2015 Estimate	2016 Budget	\$ Change	% Change	\$ Change	% Change
					16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Beginning Balance	481,154	209,915	209,910	242,450	32,535	15%	32,540	16%
<u>Revenue</u>								
Grants	2,941,036	7,147,884	7,274,070	4,008,900	(3,138,984)	-44%	(3,265,170)	-45%
Motor Vehicle Fuel Tax	148,199	140,000	140,000	140,000	-	0%	-	0%
Interlocal Revenue	-	-	551,380	658,660	658,660	N/A	107,280	19%
Traffic Impact Fees	202,295	74,000	82,980	125,000	51,000	69%	42,020	51%
Investment Interest	155	45	50	50	5	11%	-	0%
Donations	56,735	-	-	-	N/A	N/A	N/A	N/A
Interfund Transfer In	545,532	940,006	1,185,500	358,240	(581,766)	-62%	(827,260)	-70%
Total Revenues	3,893,952	8,301,935	9,233,980	5,290,850	(3,011,085)	-36%	(3,943,130)	-43%
<u>Expenditure</u>								
Professional Services	655,482	1,673,491	1,731,640	938,190	(735,301)	-44%	(793,450)	-46%
Interfund Services	336,924	575,456	478,260	275,010	(300,446)	-52%	(203,250)	-42%
Intangible Rights to Land	431,964	792,500	383,740	358,000	(434,500)	-55%	(25,740)	-7%
Construction Projects	2,621,079	5,190,290	6,161,340	3,306,390	(1,883,900)	-36%	(2,854,950)	-46%
Interfund Transfer Out	43,423	114,006	370,470	358,240	244,234	214%	(12,230)	-3%
Debt Principal	72,201	72,203	72,220	72,220	17	0%	-	0%
Debt Interest	4,118	3,758	3,770	3,410	(348)	-9%	(360)	-10%
Total Expenditures	4,165,192	8,421,704	9,201,440	5,311,460	(3,110,244)	-37%	(3,889,980)	-42%
Ending Balance	209,915	90,146	242,450	221,840	131,694	146%	(20,610)	-9%

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.

By Policy, the City allocates the first \$750,000 to Park capital projects.

Budget Narrative

Proposed parks project details for 2014 are shown in the Capital Improvement Program. In addition to ongoing park improvements, significant developments proposed in this 2015 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.

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

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Beginning Balance	1,101,453	1,531,385	1,531,380	769,720	(761,665)	-50%	(761,660)	-50%
Revenue								
Local Real Estate Tax - 2nd Half	933,160	900,000	1,100,000	1,100,000	200,000	22%	-	0%
Investment Interest	5,806	4,000	10,700	8,000	4,000	100%	(2,700)	-25%
Total Revenues	938,966	904,000	1,110,700	1,108,000	204,000	23%	(2,700)	0%
Expenditure								
Supplies	65,122	21,000	21,000	21,000	-	0%	-	0%
Professional Services	145,489	507,000	225,000	180,000	(327,000)	-64%	(45,000)	-20%
Rental Lease	11,924	-	-	-	N/A	N/A	N/A	N/A
Utilities	2,358	-	-	-	-	-	-	-
Repair and Maintenance	36,271	120,000	100,000	120,000	-	0%	20,000	20%
Construction Projects	247,869	1,867,000	1,526,360	1,202,650	(664,350)	-36%	(323,710)	-21%
Total Expenditures	509,034	2,515,000	1,872,360	1,523,650	(991,350)	-39%	(348,710)	-19%
Ending Balance	1,531,385	(79,615)	769,720	354,070	433,685	-545%	(415,650)	-54%

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 2016 Budget Changes

Decision package #21 added \$90,000 to 2016 costs for the new restroom construction

Description	2014	2015	2015	2016	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	16-15 Budget	16-15 Budget	16-15 Estimate	16-15 Estimate
Beginning Balance	760,453	1,166,954	1,166,950	1,433,040	266,086	23%	266,090	23%
<u>Revenue</u>								
Local Real Estate Tax-1st Half	933,160	900,000	1,100,000	1,100,000	200,000	22%	-	0%
Investment Interest	3,472	2,000	2,000	2,000	-	0%	-	0%
Total Revenues	936,631	902,000	1,102,000	1,102,000	200,000	22%	-	0%
<u>Expenditure</u>								
Professional Services	-	50,000	-	198,300	148,300	297%	198,300	N/A
Miscellaneous	2,500	-	-	-	N/A	N/A	N/A	N/A
Land	10,973	400,000	400,000	200,000	(200,000)	-50%	(200,000)	-50%
Construction Projects	48,367	222,000	264,500	1,366,700	1,144,700	516%	1,102,200	417%
Interfund Transfer Out	438,527	141,525	141,530	139,430	(2,095)	-1%	(2,100)	-1%
Debt Principal	18,330	119,110	19,110	19,890	(99,220)	-83%	780	4%
Debt Interest	11,433	10,765	10,770	10,070	(695)	-6%	(700)	-6%
Total Expenditures	530,130	943,400	835,910	1,934,390	990,990	105%	1,098,480	131%
Ending Balance	1,166,954	1,125,554	1,433,040	600,650	(524,904)	-47%	(832,390)	-58%

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 received three federal Highway Enhancements grants for the project since 2006.

Description	2014 Actual	2015 Budget	2015 Estimate	2016 Budget	\$ Change 16-15 Budget	% Change 16-15 Budget	\$ Change 16-15 Estimate	% Change 16-15 Estimate
Beginning Balance	15,289	38,078	38,080	38,360	282	1%	280	1%
<u>Revenue</u>								
Wa St Dot - Sr 99	22,681	-	-	-	N/A	N/A	N/A	N/A
Investment Interest	108	-	280	280	280	N/A	-	0%
Total Revenue	22,789	-	280	280	280	N/A	-	0%
<u>Expenditure</u>								
Total Expenditures	-	-	-	-	N/A	N/A	N/A	N/A
Ending Balance	38,078	38,078	38,360	38,640	562	1%	280	1%

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.

Major 2016 Budget Changes

Decision package #21 added \$150,000 to 2016 costs for the new restroom construction

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

Description	2014 Actual	2015 Budget	2015 Estimate	2016 Budget	\$ Change 16-15 Budget	% Change 16-15 Budget	\$ Change 16-15 Estimate	% Change 16-15 Estimate
Program 000								
Beginning Balance	715,511	788,630	788,630	781,530	(7,100)	-1%	(7,100)	-1%
<u>Revenue</u>								
Grants	128,422	3,013,009	2,280,000	1,315,000	(1,698,009)	-56%	(965,000)	-42%
Critical Area Enhancements	12,517	-	6,340	-	N/A	N/A	(6,340)	-100%
Investment Interest	1,980	-	-	-	N/A	N/A	N/A	N/A
Parks Donations	135,000	-	-	475,000	475,000	N/A	475,000	N/A
Bond Proceeds	-	2,000,000	-	-	(2,000,000)	-100%	N/A	N/A
Transfer In from 001	-	200,000	200,000	110,000	(90,000)	-45%	(90,000)	-45%
Transfer In from 127	2,500	-	-	-	N/A	N/A	N/A	N/A
Total Revenue	280,419	5,213,009	2,486,340	1,900,000	(3,313,009)	-64%	(586,340)	-24%
<u>Expenditure</u>								
Supplies	427	-	-	-	N/A	N/A	N/A	N/A
Professional Services	117,809	123,343	-	225,000	101,657	82%	225,000	N/A
Land	-	3,400,000	1,350,000	-	(3,400,000)	-100%	(1,350,000)	-100%
Construction Projects	89,064	2,477,900	1,139,240	1,875,000	(602,900)	-24%	735,760	65%
Interfund Transfer To Fd 117	-	4,200	4,200	-	(4,200)	-100%	(4,200)	-100%
Total Expenditure	207,300	6,005,443	2,493,440	2,100,000	(3,905,443)	-65%	(393,440)	-16%
Ending Balance	788,630	(3,804)	781,530	581,530	585,334	-15387%	(200,000)	-26%

Description	2014 Actual	2015 Budget	2015 Estimate	2016 Budget	\$ Change 16-15 Budget	% Change 16-15 Budget	\$ Change 16-15 Estimate	% Change 16-15 Estimate
Program 100 - Park Impact Fees								
Beginning Balance	2,934	206,505	206,510	343,750	137,245	66%	137,240	66%
<u>Revenue</u>								
Park Impact Fees	203,503	285,756	136,410	136,410	(149,346)	-52%	-	0%
Investment Interest	68	-	830	830	830	N/A	-	0%
Total Revenue	203,571	285,756	137,240	137,240	(148,516)	-52%	-	0%
<u>Expenditure</u>								
Total Expenditure	-	-	-	-	N/A	N/A	N/A	N/A
Ending Balance	206,505	492,261	343,750	480,990	(11,271)	-2%	137,240	40%

Capital Improvements Program				
Fund #	Buildings Maintenance- Fund 016	2015 Budget	2015 Estimate	2016 Budget
016	ADA Repairs	5,000	-	-
016	City Hall Carpeting	-	-	25,000
016	City Hall Fire Door Controls Replacement (DP #660-01606)	-	-	6,000
016	City Hall Security Measures	20,000	-	35,000
016	Council/Court Chamber AV Upgrade	195,000	195,000	-
016	ESCO	372,400	218,000	-
016	FAC Floor Repairs (DP #660-01607)	-	-	10,000
016	Fire Station 16 Generator Replacement (DP #660-01604)	-	-	43,000
016	Fire Station 17 Ceiling Repairs (DP #660-01605)	-	-	25,000
016	Fishing Pier	146,400	148,000	1,580,000
016	Meadowdale Clubhouse Roof Replacement	20,000	28,000	-
016	Meadowdale Gutter Replacement	10,000	-	15,000
016	Senior Center Misc Repairs & Maint. (water heater)	10,000	10,000	-
016	Unanticipated Repairs and Maintenance	15,000	900	15,000
	Building Maintenance Total	793,800	599,900	1,754,000
Fund #	Transportation Projects- Fund 112	2015 Budget	2015 Estimate	2016 Budget
112	2014 Overlay Program	120,000	120,000	-
112	2015 Overlay Program	1,300,000	1,216,357	107,643
112	2016 Pavement Preservation Program	-	-	1,030,000
112	220th St. SW Pavement Overlay (76th Ave to 84th Ave)	1,040,000	1,010,000	30,000
112	Citywide Protected/Permissive Traffic Signal Improvement	3,000	-	20,000
112	212th SW @ 84th Ave (Five Corners) Roundabout	295,000	141,230	10,000
112	SR99 - 228th St. SW Corridor & Safety Improvements	4,018,900	5,569,928	447,077
112	212th SW @ 76th Ave Intersection Improvements	943,000	484,223	4,974,230
112	Nonmotorized Trans.- Sunset Ave Walkway (Bell St-Caspers St)	10,000	5,198	10,000
112	Nonmotorized Trans-238th Walkway from 100th Ave to 104th	1,665,008	1,523,135	148,135
112	Nonmotorized Trans-15th St. SW Walkway	68,390	30,693	-
112	Nonmotorized Trans-236th St. SW Walkway	392,109	71,002	593,465
112	SR99 Lighting Phase 3	614,000	585,321	41,000
112	Nonmotorized Trans-ADA Curb Ramp Upgrades Along 3rd Ave	105,720	70,108	-
112	Citywide Bicycle Connections/Restripping 76th Ave (220th St - OVD)	260,000	109,785	626,840
112	Traffic Calming Program	10,000	-	20,000
112	Transition Plan for ADA Requirements	-	-	110,000
112	Transportation Plan Update	140,000	107,194	-
112	SR104 Transportation Corridor Study	106,000	95,026	-
112	Minor Sidewalk Program	-	-	50,000
112	Trackside Warning System/Quiet Zone (Dayton and Main RR Crossing	50,000	50,000	300,000
112	Upgrade Curb Ramps to Meet ADA Standards	-	-	25,000
	Transportation Total	11,141,127	11,189,200	8,543,390
	Contributions			
	Water Utility Fund 421	(270,000)	(176,730)	(580,000)
	Stormwater Utility Fund 422	(1,271,893)	(1,091,370)	(723,150)
	Sewer Utility Fund 423	(320,000)	(247,260)	(700,000)
	Capital Projects Fund 125	(792,000)	(654,360)	(257,650)
	Special Capital/Parks Acquisition Fund 126	(264,000)	(264,500)	(1,405,000)
	Transportation Total (Excluding Contributions)	8,223,234	8,754,980	4,877,590

Capital Improvements Program - Continued				
Fund #	Real Estate Excise Tax 2 - Fund 125	2015 Budget	2015 Estimate	2016 Budget
Park Development Projects				
125	Anderson Center Field/Court/Library Plaza	100,000	100,000	-
125	Brackett's Landing	5,000	5,000	50,000
125	City Gateway Replacements	-	-	40,000
125	City Park Improvements	200,000	272,000	-
125	Civic Center Complex Improvements	10,000	10,000	-
125	Fishing Pier/Olympic Beach (Restroom)	100,000	-	175,000
125	Former Woodway HS (development dependent upon successful capital	655,000	500,000	155,000
125	Marina Beach Park	100,000	-	100,000
125	Mathay Ballinger Park	20,000	-	20,000
125	Meadowdale Clubhouse Grounds	75,000	-	75,000
125	Meadowdale Playfields	125,000	-	250,000
125	Outdoor Fitness Zones	-	-	50,000
125	Parklet Development, 4th Ave Cultural Corridor	-	-	40,000
125	Pine Ridge Park Improvements	5,000	5,000	-
125	Seaview Park	20,000	20,000	-
125	Milltown Plaza	-	-	-
125	Yost Park/Pool	120,000	120,000	50,000
Citywide Park Improvements				
125	Citywide Beautification	21,000	21,000	21,000
125	Misc Paving	10,000	10,000	10,000
125	Citywide Park Improvements/Misc Small Projects	40,000	40,000	40,000
125	Sports Fields Upgrade/Playground Partnership	-	-	25,000
Trail Development				
125	Misc Unpaved Trail/Bike Path	10,000	10,000	10,000
Planning				
125	Civic Center Master Plan	-	-	100,000
125	Edmonds Marsh Feasibility/Marina Beach Master Plan	107,000	105,000	30,000
125	Senior Center/Waterfront Walkway Design	-	-	25,000
Parks Improvements Total		1,723,000	1,218,000	1,266,000
Transportation - Fund 125				
125	Annual Street Preservation Program	792,000	654,360	257,650
Transportation Total		792,000	654,360	257,650
Real Estate Excise Tax 2 Total		2,515,000	1,872,360	1,523,650
Fund #	REET 1: Special Capital/ Parks Acquisition	2015 Budget	2015 Estimate	2016 Budget
126	Land Acquisition (Civic Field Purchase)	400,000	400,000	0
126	Waterfront/Tidelands Acquisition	-	-	200,000
126	Signal Cabinets Upgrade (DP #680-01601)	-	-	70,000
126	Restroom Construction (DP #611-01603)	-	-	90,000
126	Upgrade Curb Ramps to Meet ADA Standards	-	-	25,000
126	Transistion Plan for ADA Requirements	-	-	110,000
126	Minor Sidewalk Program	-	-	50,000
126	Citywide Protected/Permissive Traffic Signal Improvements	-	-	20,000
126	Trackside Warning System @ Dayton & Main RR Crossing	-	-	300,000
126	220th St. SW Pavement Overlay (76th Ave to 84th Ave)	7,500	-	-
126	2016 Traffic Calming Program	-	-	20,000
126	2016 Pavement Preservation Program	-	-	450,000
126	Annual Street Preservation Program	264,500	264,500	430,000
REET 1: Special Capital/ Parks Acquisition Total		672,000	664,500	1,765,000
Fund #	Special Projects- Fund 129	2015 Budget	2015 Estimate	2016 Budget
129	State Route (SR) 99 International District Enhancements	4,000	-	-
Special Projects Total		4,000	-	-

Capital Improvements Program - Continued				
Fund #	Parks Construction - Fund 132	2015 Budget	2015 Estimate	2016 Budget
132	City Park Spray Park	931,100	859,100	-
132	Civic Center Acquisition/Development	3,000,000	1,750,000	-
132	Dayton Street Plaza	168,000	168,000	-
132	Edmonds Marsh/Daylighting of Willow Creek	200,000	-	200,000
132	Fishing Pier Rehab	1,200,000	100,000	1,300,000
132	Former Woodway HS Improvements	-	500,000	155,000
132	Outdoor Fitness Zones	-	-	125,000
132	Restroom Construction (DP #611-01603)	-	-	240,000
132	Senior Center Project	-	-	25,000
132	Veteran's Plaza	-	10,000	475,000
132	Land Acquisition (waterfront)	500,000	-	-
132	Wetland Mitigation Enhancements	6,343	6,343	-
	Parks Construction Total	6,005,443	3,393,443	2,520,000
	Contributions			
	REET 2 Fund 125	-	(500,000)	(330,000)
	REET 1 Fund 126	-	(400,000)	(90,000)
	Parks Construction Total (Excluding Contributions)	6,005,443	2,493,443	2,100,000
Fund #	Water - Fund 421	2015 Budget	2015 Estimate	2016 Budget
	Water Projects			
421	2013 Replacement Program	-	-	-
421	2014 Replacement Program	45,000	603,920	-
421	2014 Waterline Replacement Overlays	-	-	-
421	2015 Waterline Replacement	2,737,151	2,289,674	490,000
421	2015 Waterline Replacement Overlays	124,000	98,284	-
421	2016 Waterline Replacement	391,788	304,482	2,051,028
421	2016 Waterline Replacement Overlays	-	-	220,000
421	2016 Water System Comp Plan Update	86,100	86,100	116,500
421	2017 Waterline Replacement	-	-	302,948
421	76th Ave Waterline Replacement	2,000	-	-
421	Five Corners Reservoir Recoating	110,000	100,000	1,850,100
421	Dayton 3rd to 9th Utility Improvements	-	-	487,500
421	Street Fund 112 Contribution	270,000	176,730	580,000
	Total Water Projects	3,766,039	3,659,190	6,098,076
	Contributions			
	Storm and Sewer Utility Funds	-	-	(337,500)
	Water Total (Excluding Contributions)	3,766,039	3,659,190	5,760,576
Fund #	Storm - Fund 422	2015 Budget	2015 Estimate	2016 Budget
	Drainage Projects			
422	Citywide Drainage Replacement, Extension	224,000	168,776	158,000
422	Dayton Street Storm Improvements	108,809	88,172	0
422	Improvements - 88th & 194th	253,400	-	87,500
422	Improvements - Sierra Place 12th Ave N. to Olympic	-	-	84,000
422	Lake Ballinger Basin Study and Associated Projects	62,000	7,009	45,000
422	Northstream Pipe Abandonment on Puget Drive	433,356	-	45,500
422	Rehabilitation of Northstream Culvert Under Puget Drive	50,000	10,000	140,200
422	Perrinville Creek High Flow Management Projects	220,000	-	0
422	Perrinville Creek Stormwater Flow Reduction Retrofit Study	1,000	-	0
422	Public Works Yard Water Quality Upgrades (Vehicle Wash Station and Cover for Material Piles)	2,000	-	0
422	Shellbarger Cr/Willow Cr/Edmonds Marsh Feasibility Study	363,000	293,981	487,700
422	Storm Drainage Alternatives Study (Dayton St & SR104)	100,000	115,344	302,700
422	SW Edmonds Basin Study Project 1 - Replace Infiltration (near 107th Pl W) + Infiltration system for 102nd Ave W	2,000	-	0
422	105th & 106th Ave SW Drainage Improvement Project	517,255	90,486	716,800
422	Video Assessment of Stormwater Lines	250,000	23,363	15,000
422	Seaview Park Infiltration Facility	-	-	164,500
422	Stormwater Comprehensive Plan	-	-	110,000
422	Street Fund 112 Contribution	1,271,893	1,091,370	910,650
	Total Drainage System Projects	3,858,713	1,888,501	3,267,550

Capital Improvements Program - Continued				
Fund #	Sewer - Fund 423	2015 Budget	2015 Estimate	2016 Budget
Sewer System Projects				
423	2012 Sewer Main Replacement Program	22,500	36,566	0
423	2013 CIPP	-	-	0
423	2013 Sewer Main Replacement Program	55,000	269,344	0
423	2015 Sewer Main Replacement Program	2,051,073	1,460,567	22,000
423	2015 Sewerline Overlays	117,600	14,223	0
423	2016 Sewer Main Replacement Program	411,622	161,222	1,907,104
423	2016 Sewerline Overlays	-	-	220,000
423	2017 Sewer Main Replacement Program	-	-	278,750
423	224th Sewer Main Replacement	-	-	0
423	Citywide CIPP Rehab	524,600	92,000	1,006,263
423	Lake Ballinger Trunk Sewer Study	100,000	10,000	290,000
423	Lift Station 3, 4, 5, 9, 10, 11, 12,14 & 15	3,000	3,000	0
423	Meter Installations Basin LS-01	100,000	80,000	120,000
423	Street Fund 112 Contribution	320,000	247,260	850,000
Total Sewer System Projects		3,705,395	2,374,182	4,694,117
Wastewater Treatment Plant				
423	Steel and concrete repair/coating throughout plant	100,000	-	0
423	Outfall Study	-	-	100,000
423	Clarifier #3 Repair	-	75,000	500,000
423	Phase 5 Energy Improvement	789,000	96,780	1,700,000
423	Phase 4 Energy Improvement		1,102,176	
423	Plant and Operational Improvements and Unanticipated Repairs-Fork	20,000	35,664	25,000
423	Control System Upgrade	593,247	802,001	556,000
423	Offsite flow telemetry	-	15,000	0
Total Treatment Plant Projects		1,502,247	2,126,621	2,881,000
Totals		31,045,871	24,433,677	28,623,483

Salary Range Table

Elected Officials	Minimum	Maximum
Council Member Position	\$12,000	\$12,000
Council President	14,400	14,400
Judge	110,321	110,321
Mayor	115,474	115,474
Non-Represented	Minimum	Maximum
Accounting Supervisor	\$74,387	\$99,685
Assistant Police Chief	104,669	140,266
Associate Planner	64,257	86,111
Building Official	86,111	115,398
Capital Projects Manager	70,844	94,938
City Clerk	82,011	109,902
City Engineer	104,669	140,266
Community Services & Economic Development Director	109,902	147,280
Court Administrator	78,105	104,669
Arts & Cultural Services Program Manager	74,387	99,685
Development Services Director	109,902	147,280
Engineering Program Manager I	67,470	90,416
Executive Assistant Confidential	58,284	78,105
Executive Assistant To The Mayor	61,198	82,011
Facilities Manager	82,011	109,902
Finance Director	109,902	147,280
Fleet Manager	74,387	99,685
Human Resources Part-time Assistant	30,120	40,360
Senior Human Resources Analyst	67,470	90,416
Human Resources Manager	86,111	115,398
Human Resources Reporting Director	5%	10%
Information Services Manager	86,111	115,398
Parks And Recreation Director	109,902	147,280
Parks Maintenance Manager	74,387	99,685
Planning Manager	90,416	121,167
Police Chief	121,167	162,376
Public Disclosure & Records Management Specialist	43,493	58,284
Public Works & Utilities Director	115,398	154,643
Recreation Services Manager	74,387	99,685
Recycling Coordinator	58,284	78,105
Senior Planner	70,844	94,938
Senior Utilities Engineer	82,011	109,902
Stormwater Engineer Manager	82,011	109,902
Street/Storm Manager	86,111	115,398
Transportation Engineer	82,011	109,902
Wastewater Treatment Plant Manager	94,938	127,226
Wastewater Treatment Plant Supervisor	78,105	104,669
Water/Sewer Manager	86,111	115,398

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	\$55,608	\$67,620
Cemetery Sexton	58,380	71,028
City Electrician	64,416	78,300
Custodian	39,540	48,024
WWTP Instrument Technician/Plant Electrician	61,260	74,592
WWTP Laboratory Technician	61,260	74,592
Stormwater Maintenance Lead Worker	64,416	78,300
Water Maintenance Lead Worker	64,416	78,300
Maintenance Custodian	41,508	50,448
Senior Parks Maintenance Worker-Horticulturist	52,944	67,656
Parks Maintenance Lead Worker	64,416	78,300
Parks Maintenance Worker	45,696	55,608
Parks Maintenance Mechanic	55,608	67,620
Senior Parks Maintenance Worker	52,944	64,416
WWTP Pre-Treatment Technician	61,260	74,592
Mechanic	55,608	67,620
Sewer Maintenance Lead Worker	64,416	78,300
Sewer Maintenance Worker	48,024	58,380
Senior Sewer Maintenance Worker	61,260	74,592
Storm Maintenance Worker	45,696	55,608
Senior Storm GIS Technician/Maintenance Worker	55,608	67,620
Senior Storm Maintenance Worker	52,944	64,416
Street Maintenance Lead Worker	64,416	78,300
Senior Street Maintenance Worker	52,944	67,620

Salary Range Table

Teamsters (Continued)	Minimum	Maximum
Traffic Control Technician	55,608	67,620
Senior Water Maintenance Worker	52,944	64,416
Senior Mechanic	58,380	71,028
Water Maintenance Worker	48,024	58,380
Water Meter Reader	43,560	55,608
Water Quality Control Technician	58,380	71,028
WWTP Lead Operator	64,416	78,300
WWTP Maintenance Mechanic	55,608	67,620
Senior WWTP Mechanic	58,380	71,028
WWTP Operator	58,380	71,028
SEIU	Minimum	Maximum
Accountant	\$69,708	\$86,460
Accounting Specialist	51,672	64,068
Administrative Assistant	51,672	64,068
Business License Clerk	46,212	57,276
Code Enforcement Officer	61,584	76,308
Combination Building Inspector	63,420	78,600
Community Services Program Coordinator	61,584	76,308
Court Clerk	46,212	57,276
Deputy City Clerk	51,672	64,068
Engineering Technician II	58,044	71,964
Engineering Technician III	65,760	81,516
Executive Assistant	54,888	68,112
GIS Analyst	69,708	86,460
Information Systems Specialist	65,760	81,516
Lead Court Clerk	51,672	64,068
Office Coordinator	54,888	68,112
PC Support Technician	58,044	71,964
Permit Coordinator	51,672	64,068
Plans Examiner	62,808	77,832
Probation Officer	54,888	68,112
Recreation Coordinator	65,760	81,516
Recreation Leader	34,464	42,708
Recreation Leader - Gymnastics	17,232	21,354
Recreation Leader - Interpretive	17,232	21,354
Senior Building Inspector	69,708	86,460
Senior Construction Inspector	65,760	81,516
Senior Permit Coordinator	58,044	71,964
Senior Office Specialist	43,392	53,808
Stormwater Technician	58,044	71,964
Contract Positions	Minimum	Maximum
Executive Assistant to Council	31,000	31,000

