

Police Department 2017 Budget

Recent Highlights

2015 Activities

- Part 1 Crimes Solved - 38.7%
- Felony Filings - 346
- Traffic Citations and Infractions - 4,533
- DUI Arrests - 98
- Total Misdemeanor Arrests - 883
- Animal Control Incidents - 1,113
- Parking Citations - 1,002
- Firearms Related Requests (CPL, Transfers) - 874
- Public Disclosure Requests - 1,842
- Traffic Collisions Investigated - 776
- Total Dispatched Calls for Service - 23,874

Decision Packages / Changes

▣ DP # 9 – Radio Enhancement

- Adds a police radio antenna/repeater in the Public Safety Building to resolve “dead zones” in the building to improve transmit and receive capability. \$23,607.

▣ DP # 10 – Police Staff Assistant

- Adds PSA to our front office/records area. Needed due to volume and increased complexity of work, data entry, report processing, quality control, archiving, records destruction, front counter, phones, general customer service. \$78,018.

Decision Packages / Changes

- ▣ DP # 11 – School Resource Officer
 - Adds a police officer position for assignment at Edmonds Woodway High School. Partnership with Edmonds School District, 50/50 cost share salary and benefits, plus contribution to vehicle. \$134,644.

- ▣ DP # 12 – Replace SWAT transport vehicle
 - Replaces 1989 bus purchased from CT in 2007. Will utilize currently accrued B-Fund. Purchase price includes outfitting of vehicle. Planned 20 year service life. \$41,500.

Expenditures

Expenditures	2016 Modified Budget	2016 YE Estimate	2017 Recommended	Discussion
Salaries, benefits	\$8,217,060	\$8,110,010	\$8,734,720	Incl DP 10 Staff Asst; DP 11 SRO
Overtime	\$396,240	\$433,550	\$454,780	
Supplies/Equip.	\$111,630	\$103,060	\$111,900	
Prof. Services	\$117,170	\$99,380	\$117,670	
Other	\$185,300	\$174,370	\$203,020	Incl DP 9 Radio Enhancement
Rental/Lease	\$595,100	\$594,100	\$842,630	Large share of increase due to IT
Intergovernmental	\$10,550	\$10,550	\$10,550	
Total Budget	\$9,633,050	\$9,525,020	\$10,475,270	

Revenue

Revenue	2016 Modified Budget	2016 YE Estimate	2017 Recomm.	Discussion
Intergovernmental	\$49,500	\$61,120	\$106,740	DP #11 SRO
Special Events	\$38,300	\$44,980	\$43,000	
Animal License & Adoptions	\$44,800	\$35,250	\$35,090	
Grants	\$22,470	\$23,635	\$19,030	
Other	\$13,000	\$23,161	\$14,000	
Total	\$168,070	\$188,146	\$217,860	

Questions?

City Clerk's Office 2017 Budget

City Clerk Programs

- City Hall Front Desk/Reception
- Business Licensing
- Records Management
- Public Record Requests
- City Council Agenda & Meeting Management

2016 Accomplishments

- City Hall Front Desk/Reception
 - Responded to 1,000's of walk-in customers, requests, inquiries, and phone calls
- Business Licensing (3,500+)
 - Business License revenues: \$116,000
 - Non-Resident BL revenues: \$67,500
 - BL Penalty – late fees \$12,500
 - Parking Permit revenues: \$25,100
- Records Management
 - Filed, recorded, tracked 1,000's of pages of records
- Public Record Requests (200+)
 - Provided 10,000+ pages/files in response to public records requests
- City Council Agenda & Meeting Management
 - Coordinated agendas, minutes and meeting packets for 50+ Council meetings

Expenditures

Expenditures	2015 Actual	2016 Estimate	2017 Estimate	Discussion
Total	572,963	591,210	639,880	2017 Estimate includes Decision Package #2-3

The 2017 Clerk's Office Budget totals approximately \$640,000, which represents an 8% increase over the estimated 2016 budget. This is primarily due to increase in salaries and benefits, and two Decision Packages totaling \$11,000).

Decision Packages / Changes

▣ Decision Package #2

- Adds \$1,000 to 2017 costs for potential overtime needs related to unanticipated work products and special/one-time projects.

Decision Packages / Changes

▣ Decision Package #3

- Adds \$9,500 to ongoing costs for a web-based public records software module
- Currently the Clerk's Office manages records requests manually – software would automate and facilitate the process
- Records software is used by many other jurisdictions, including the City of Kirkland, which won a state award for its record request process
- Provides automation, routing, tracking, reporting, and reminders. Also facilitates notification and response and streamlines the process for all users, including staff and the general public

Decision Packages / Changes

▣ Decision Package #3 (cont.)

- Public submits requests on the online portal, where they are automatically numbered, logged and routed
- System reminds internal users of response deadlines, sends automatic notifications to requestors
- Requestors download records through the web portal; records are stored in the cloud for a given retention period
- Log of past requests is made available online for transparency

Questions?

Mayor's Office 2017 Budget

Mayor's Office 2017 Budget

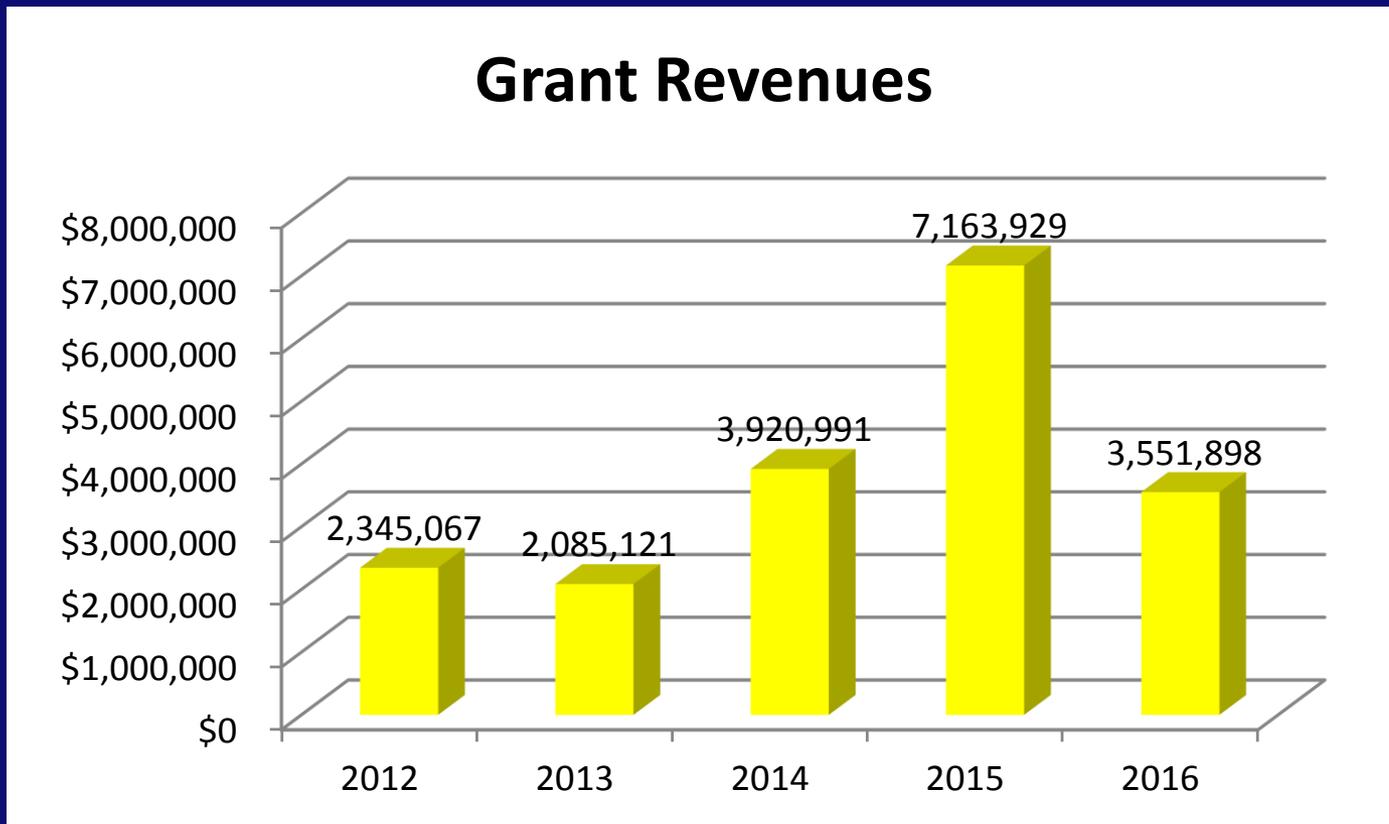
2016 Accomplishments

- Continued street resurfacing program
- In 2016, we resurfaced 8.6 lane miles
- This is on-top of the 8.7 lanes miles resurfaced in 2015 and the 5.8 miles in 2014
- 2014 – 2016 – 23.1 lane miles resurfaced
- We have over 157 miles of streets



2016 Accomplishments

- Continued success in achieving major grants in Parks, Engineering and Public Works



2016 Accomplishments

- Expanded public communication program with continuation of Town Halls, twice monthly media columns a continued presence on Facebook
- Success in Olympia: assembled funding for Alternatives Analysis, \$10M for Highway 99, ECA roof, and rehab of Fishing Pier
- Maintained strong financial position
- Significant progress made in economic development

Challenges

- Continued vigilance of Edmonds long-term financial health
- Access to and from Waterfront
- Resolution of Fire District 1 contract
- Creating new revenue streams
- Strategy to maintain long-term street repaving needs
- Maintain and advance infrastructure needs
- Continued success in gaining grants

Expenditures

Expenditures	2016 Budget	2016 YE Estimate	2017 Recomm.	Discussion
Total	260,250	260,480	273,590	

Questions?

City Council 2017 Budget

Expenditures

Expenditures	2016 Budget	2016 YE Estimate	2017 Recomm.	Discussion
Total	295,500	303,730	356,120	

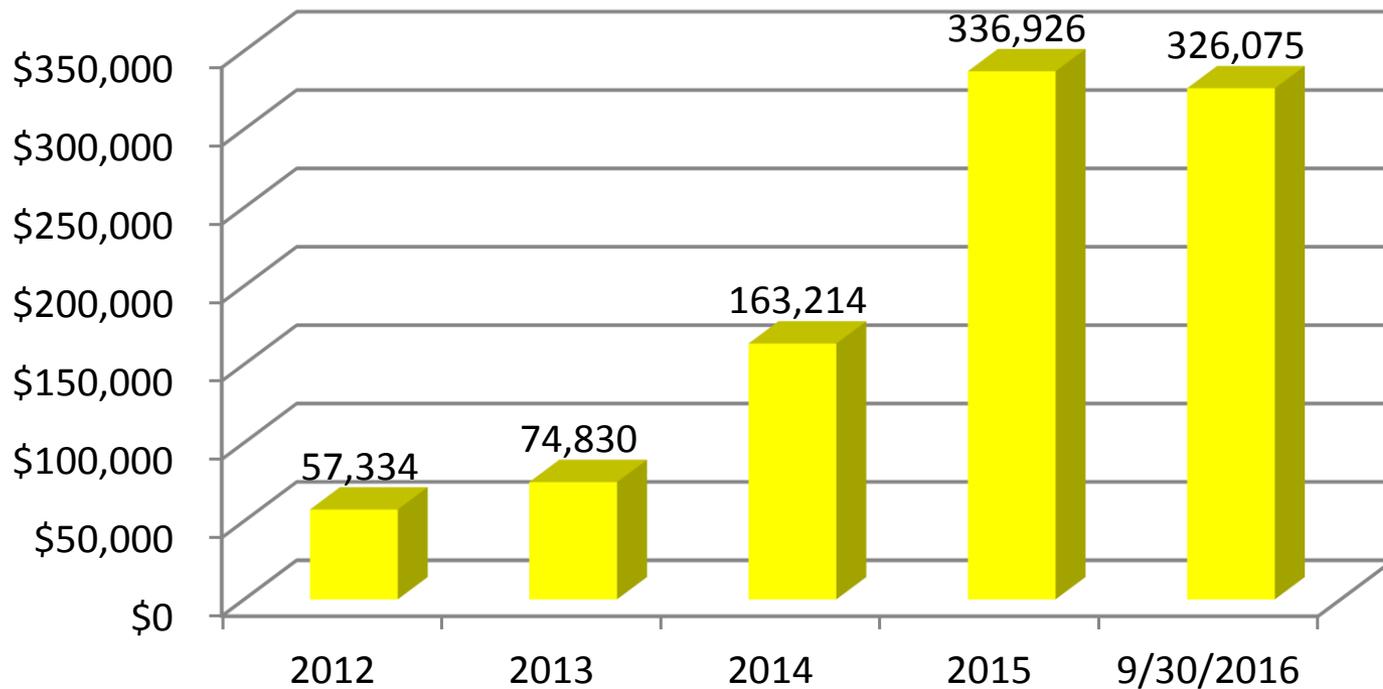
Questions?

**Finance &
Information Services
Department
2017 Budget**

2016 Accomplishments

- ❑ Completed 2015 Audit
- ❑ Investment earnings

Interest Revenues



2016 Accomplishments

- ❑ Debt Savings:
- ❑ Last February we paid off the 1996 Public Safety Bond early, saving the City \$13,000
- ❑ Last month, we completed the Refunding of the City's 2007 LTGO Bond, saving the City \$367,541
- ❑ Combining the Additional Investment earnings and bond interest savings, we will have increased the City's cash flows over \$982,000 since I came to the City 2 ½ years ago
- ❑ Hired new Assistant Finance Director, Dave Turley

Challenges

- ❑ Develop Long-range Financial Plans
- ❑ Review Financial Policies

Expenditures

Expenditures	2016 Budget	2016 YE Estimate	2017 Recomm.	Discussion
Total	939,820	890,960	1,029,560	New Staff Member

Finance Decision Packages

- Decision Package #5: \$3,500 for GASB 73 Implementation

Questions?

**Information
Services
2017 Budget**

Information Systems Status

- ❑ Stability
- ❑ Redundancy
- ❑ Security

- ❑ Next
 - Proactive
 - Communication

Expenditures

Expenditures	2016 Budget	2016 YE Estimate	2017 Recomm.	Discussion
Fiber Budget	59,200	59,200	-	Consolidated
Information Services	840,910	804,830	890,430	Consolidated Expenses
Total	900,110	864,030	890,430	

Information Systems Decision Packages

- ❑ Decision Package #73: (\$15,000) Reduction of expense for equipment replacement
- ❑ Decision Package #74: \$6,500 Redundant internet connection
- ❑ Decision Package #75: (\$23,200) Reduction of expense in supplies budget
- ❑ Decision Package #76: \$700 Increase for conference related travel expenses

A & B Funds

▣ A Fund

- On going operations
 - ▣ Communications
 - ▣ Licensing
 - ▣ Maintenance
 - ▣ Professional Services
 - ▣ Salaries
 - ▣ Software

▣ B Fund

- Hardware Replacement
 - ▣ Desktops
 - ▣ Infrastructure – Networking / Servers / Storage
 - ▣ Printers

A Fund

Formula charged back to Departments based on:

- ▣ % of support time (using help desk ticket system)
- ▣ Devices Counts
 - Computers
 - Smart Phones
 - Desktop Phones
- ▣ Licensed Applications
- ▣ Network Accounts
- ▣ Staff Count

B Fund

- ▣ Assigns life cycle period to hardware (4-7 years)
- ▣ Model builds replacement costs over 7 years
- ▣ Develops annual average to keep fund positive
- ▣ Fund seed money of \$40,000 from 2016 capital fund
- ▣ \$95,000 annually toward hardware replacement
 - Charged back to Departments based on device counts

B Fund Balance



Questions?

Non-Departmental 2017 Budget

Non-Departmental Purpose

- ❑ Non-Departmental is used to segregate all costs not directly identifiable to departments and those expenditures and services that are required by law or contract that are beneficial to all citizens
- ❑ The Finance Department provides oversight to the Non-Departmental budget

Key Non-Departmental Expenditures

Expenditures	2016 Budget	2016 YE Estimate	2017 Recomm.	Discussion
Liability & Property Ins.	534,440	538,750	600,850	Rate Increase
Fire District Contract	8,327,000	8,327,000	7,713,000	Approx. 2.5% increase
Prisoner Care	612,390	612,000	620,000	Booking & Housing
SNOCOM	986,770	986,770	1,028,700	Approx. 4% increase
Debt Service	214,450	205,550	204,870	Stablized for 2017
Interfund Transfers	2,904,320	3,364,120	1,063,200	Review Later
Other ND Expenditures	1,376,630	1,291,130	1,452,210	Questions - contact me
Total	14,956,000	15,325,320	12,682,830	

Liability & Property Insurance

- When we built the 2016 Proposed Budget, we estimated that we would pay WCIA a total of \$884,141 in 2016
- The Proposed 2017 Budget includes \$977,424 for WCIA, an increase of \$93,283 or 10.6% increase

Fire District 2017 Contract

- For 2016, we estimated that the City will pay Fire District 1 \$8,327,000 for services
- The 2016 Estimate included a “Retro” payment of \$802,000
- The 2017 Proposed Budget includes a base payment of \$7,713,000
- The 2017 FD1 Budget includes a 2.5% increase for services

Transfers within General Fund

Expenditures	2016 Budget	2016 YE Estimate	2017 Recomm.	Discussion
LEOFF Medical (009)	275,000	275,000	275,000	Target Balance
Risk Management (011)	-	-	-	Exceeds Target Balance
Contingency (012)	-	582,300	-	2016 transfer for FD1
Historic Preservation (014)	5,000	5,000	5,000	
Building Maintenance (016)	415,000	415,000	100,000	Stablize On-going Transfer
Total	695,000	1,277,300	380,000	

Transfers to Other Funds

Expenditures	2016 Budget	2016 YE Estimate	2017 Recomm.	Discussion
Firemen's Pension (617)	15,000	15,000	15,000	Continue Funding
LTGO Debt Service (231)	166,950	166,950	168,200	Scheduled Payment
2014 Debt Service (232)	949,540	949,550	-	Scheduled Payment
Technology Rental (512)	-	-	45,000	New Fund Start-up \$
Cemetery (130)	40,000	40,000	40,000	Operating Transfer
Street Maintenance (111)	400,000	400,000	400,000	Operating Transfer
Street Construction (112)	512,830	390,320	-	
Sister City (138)	5,000	5,000	5,000	Operating Transfer
Municipal Arts (117)	15,000	15,000	15,000	Per City Policy
Park Construction (132)	110,000	110,000	-	
Total	2,214,320	2,091,820	688,200	Bond Paid off in 2016

Decision Packages

- ❑ Decision Package #6: \$100,000 – Council Contingency to fund Council priorities
- ❑ Decision Package #7: \$5,000 – Cover increase of Public Defender Consultant
- ❑ Decision Package #8: \$45,000 – New IT Fund Start-up funds

Other Finance Managed Funds

- ❑ Finance is responsible for the budgets of several other small funds:
 - ❑ LEOFF Medical
 - ❑ Risk Management
 - ❑ Contingency Reserve
 - ❑ Employee Parking
 - ❑ LID and Debt Service Funds
 - ❑ Fireman's Pension

Questions?