



CITY OF EDMONDS



EDMONDS

PROPOSED BUDGET
2022

TABLE OF CONTENTS

Table of Contents	1	Police 41	
Mayor's Budget Message	3	Department Summary	67
Budget Ordinance	6	Administration	70
Organization Chart	10	Records Management	72
City Officials	11	Investigation	73
Strategic Outlook	12	Patrol	74
Graphs & Tables	14	Special Operations.....	76
Employee Count by Department	14	K-9 Unit.....	77
Property Tax New Construction	14	Crime Prevention	78
2022 Revenue Summary – All Funds	15	Training.....	80
2022 Expenditure Summary – All Funds.....	16	Ordinance Enforcement	82
2022 Budget Summary – All Funds.....	17	Traffic.....	84
Budgeted Revenues by Fund (All Funds)	18	Property Management	85
Budgeted Expenditures by Fund (All Funds).....	18	Drug Enforcement (104)	86
Change in Ending Fund Balance – All Funds	19	Community Services / Economic Dev. 61	
2022 Revenue Summary – All Funds	20	Department Summary	87
2022 Revenue Budget by Type (All Funds)	21	Community Services	90
2022 Expenditure Budget by Type (All Funds)	21	Economic Development.....	92
2022 Expenditure Summary – All Funds.....	22	Hotel/Motel Tax (120)	94
2022 General Fund Revenue	23	Business Improvement District (140)	96
Percentage General Revenue by Type.....	24	Development Services 62	
General Expenditures by Department.....	25	Department Summary	97
Property Tax	26	Administration	100
2022 Decision Packages.....	27	Building Division	102
Legislative 11		Planning Division	104
Department Summary	31	Historic Preservation (014)	106
Mayor's Office 20		Parks, Recreation, Cultural Arts and Human Services 64	
Department Summary	35	Department Summary	107
Administration	38	Human Services	108
Human Resources.....	40	Administration	112
City Attorney	42	Recreation & Cultural Arts.....	114
Sister City Commission (138)	44	Discovery Programs	116
Municipal Court 23		Athletics.....	117
Department Summary	47	Day Camp.....	118
Finance and Information Services 30		Fitness.....	119
Department Summary	51	Gymnastics	120
Finance	53	Meadowdale Preschool	121
City Clerk.....	54	Parks Maintenance	122
Non-Departmental	56	Flower Program	124
LEOFF Medical Insurance Reserve (009)	58	Marsh Restoration & Preservation (017)	125
Contingency Reserve Fund (012)	59	Municipal Arts (117)	127
Employee Parking Permit (121)	60	Memorial Street Tree (118)	130
Affordable and Supportive Housing (141)	61	Youth Scholarship (122).....	131
Edmonds Rescue Plan Fund (142)	62	Tourism Promotion/Arts (123)	132
LTGO Debt Service (231).....	63	Gifts Catalog (127)	134
Technology Rental Fund (512).....	64	Cemetery Maintenance/Improvement (130)	136
		Parks Trust (136).....	138
		Cemetery Maintenance Trust (137).....	140
		Tree Fund (143)	141

Public Works 60

Department Summary	143
Administration	146
Facilities Maintenance	148
Engineering	150
Street (111)	152
Water Utility (421)	154
Storm Water Utility (422)	156
Sewer/WWTP (423)	158
Utility Debt Service Fund (424)	161
Equipment Rental (511)	162

Capital Projects

Building Maintenance (016)	165
Street Construction/Improvement (112)	166
REET 2 (125)	168
REET 1 (126)	170
Parks Capital Construction (332)	172
Rates of Pay Table	175

Fund Cross Reference

009 LEOFF Medical Insurance Reserve	58
012 Contingency Reserve Fund	59
014 Historic Preservation	106
016 Building Maintenance (016)	165
017 Marsh Restoration & Preservation Fund	125
104 Drug Enforcement	86
111 Street	152
112 Street Construction/Improvement	166
117 Municipal Arts Acquisition	127
118 Memorial Street Tree	130
120 Hotel/Motel Tax	94
121 Employee Parking Permit	60
122 Youth Scholarship	131
123 Tourism Promotion/Arts	132
125 REET 2	168
126 REET 1	170
127 Gifts Catalog	134
130 Cemetery Maintenance/Improvement	136
136 Parks Trust	138
137 Cemetery Maintenance Trust	140
138 Sister City Commission	44
140 Business Improvement District	96
141 Affordable and Supportive Housing	61
142 Edmonds Rescue Plan Fund	62
143 Tree Fund	141
231 LTGO Debt Service	63
332 Parks Capital Construction Fund	172
421 Water Utility Fund	154
422 Storm Water Utility Fund	156
423 Sewer / WWTP Utility Fund	158
424 Utility Debt Service Fund	161
511 Equipment Rental	162
512 Technology Rental Fund	64

**2022 Budget Message**

Members of the City Council and Citizens of Edmonds:

I present to you the 2022 City of Edmonds Proposed Budget.

COVID Aid to Our Community

Faced with the unimaginable impact of the ongoing COVID pandemic, our community has risen to the challenge. Today Edmonds residents are leading the way in Snohomish County for getting vaccines. In addition, our city is disbursing \$12 million back into our community thanks to the American Rescue Plan Act. We are helping our small businesses who have suffered throughout the city with more grant funds. We are helping small nonprofits like our arts and culture community which were heavily impacted with special grants. We have partnered with Edmonds and Shoreline Colleges, making it possible for Edmonds working adults to receive financial aid to help them regain employment or transition to a new career. Most importantly, we are providing grants of financial assistance to families and seniors that are struggling, helping with rent, food, childcare, medical bills or badly needed home repairs.

Our Local Economy is Growing

Notwithstanding the challenges of the COVID pandemic, this year we have seen strong financial growth in all sectors of our Edmonds economy. Our most recent sales tax revenue numbers have not only exceeded 2020, but are also above the pre-pandemic levels of 2019. Thanks to our downtown Walkable Main Street and our Uptown Market, our residents and visitors were able to shop, dine, and gather safely. We currently have received record setting sales tax revenue in Edmonds, \$9.6 million, the most we have ever had. This is a \$1.5 million increase in sales tax than was brought in during the same time period last year. Every major Edmonds sector has seen increases in revenue - from automotive to construction, to retail, food, and services. People continue to spend more than ever - to visit, shop, and dine in our wonderful community.

Edmonds continues to be one of the most desirable places to live. Our residents are buying homes at a record pace and spending record amounts for their homes. Edmonds' current assessed home values are up 11%, one of the highest annual increases in the past decade. As of August 2021, the last 12 month's real estate tax revenues are \$1.7 million higher than 2020. As a result, our property tax revenues are up \$214,000 more than in 2020.

Our city's financial position is strong. We have a very strong bond rating and sufficient reserves. We were one of the few local governments in the region that had no furloughs or layoffs in 2020 or 2021. We will be filling vacant positions and adding some new positions this year to meet the growing needs of our community. We are planning on continuing to provide a full range of services to our residents. COVID has not stopped our police from preventing or responding to crime, or our public works crews from keeping our roads safe, or our parks staff from keeping our parks clean and inviting. We are also finally beginning to address our backlog of building maintenance after years of neglect. We have major maintenance projects planned at the library, the Center for the Arts, public works, police, and city hall buildings. We have found sufficient funding to complete construction of Civic Field, which we hope to be finished in 2022, as well as our \$26 million Carbon Recovery Project to replace our wastewater treatment plant incinerator.

Budget Highlights

Although our 2022 Budget covers every city department, I wanted to take this opportunity to share with you just a few highlights. Our city budget should be a reflection of our values, and the areas I will highlight ensure we have a local government that serves all people, where everyone has an equal opportunity to succeed and respects the rights of all.

These highlights include (1) helping revitalize the community area near Highway 99 to make it more livable and economically vital, (2) supporting community policing to build public engagement, and (3) taking climate action to protect our community and be more resilient.

1. Uptown Community

One area of our city that has been historically underserved and not given an equal opportunity to succeed is located around Highway 99. This area houses many residents and attracts many workers, yet many people don't even know it is within our city limits. It is time we stop calling this neighborhood after the state highway that runs through it and give it a real name. This summer we created a summer market and dubbed it the Uptown Evening Market. Now I know Edmonds will want a full community dialogue on what we should name this part of our city. But in the meantime, we are investing to make the Uptown area more livable and safe. We have begun and will continue a community renewal plan to address crime, nuisance, graffiti, and code violations, as well as encourage new redevelopment to reinvigorate the area.

For 2022, we will begin construction of Stage 2 of the Highway 99 revitalization project. This stage will begin the actual building of a planted raised center median designed to significantly reduce vehicle crashes, add new pedestrian crossings, and other improvements to beautify the area and encourage redevelopment. This project will cost \$7.6 million and is funded primarily with state grants. We will also begin construction of stage 3 of the revitalization project to include widening of sidewalks and lighting enhancements to improve pedestrian safety.

2. Community Policing

One proven way to address public safety issues is to take proactive steps to engage our community.

Community Engagement Programs

We recently hired a new police department community engagement coordinator who will be developing community relationships and partnerships. In addition, we would like to launch several programs to aid in building community relationships with our police department including a community academy for residents to provide transparency and learn about the job of police work, a robust volunteer program, a revamp of our youth explorer program, a national night out, and many other community opportunities. The costs for staffing and equipment of these programs are projected to be \$73,500.

Police Body and Vehicle Cameras

Another project we would like to fund to help protect the rights of all citizens is implementing body-worn and patrol - vehicle cameras for our Edmonds Police Department. These tools enhance the trust and visibility of police departments. They enhance officer and citizen safety and allow those present to review past encounters with law enforcement easily. Video-based evidence gathered by these cameras will provide dramatic improvement to re-create circumstances officers were engaged in with others by capturing moments in a way no witness statement or officer statement can do by itself.

These video recordings are critical in investigating use of force, information gathering at crime scenes, collecting statements from witnesses, victims or suspects. When our officers respond to domestic violence, drunk driving, or traffic stops and are captured on video, these video recordings will dramatically help improve community safety, transparency, and training. The program will require 57 body cameras, one for every sworn officer, 19 vehicle cameras, digital evidence management and storage. The cost is estimated to be \$428,000 out of the general fund.

3. Climate Action

We have seen the widespread, dramatic increase in extreme weather incidents, causing floods, power outages, rising seas, and widespread wildfires. Our infrastructure was not designed for this type of future. The climate-change crisis is here and

is impacting every community including ours with increase flooding and pollution of our streams into Puget Sound. However, we can take steps in our local community to reduce the impacts for us and our children as well as be energy independent.

Solar Panel Grant Program

Today the cost of solar panels has fallen substantially and their usage is growing faster than anyone predicted. Recently the U.S. Department of Energy released a study showing the crucial role solar power will play in removing dirty fossil fuels from our electrical grid. It predicts that by 2035, there will be enough solar power energy to power every home in the United States. But to achieve this we must undergo a huge investment at the federal, state, and local levels to achieve this and to ensure it is distributed equitably. However, not everyone can afford this renewable energy.

We will be implementing for the first time a city sponsored solar panel grant program. This will help support homes in need with renewable energy and make our community more energy resilient. The grant program will cost \$150,000 to help encourage more solar energy usage.

Electric Vehicle Charging Stations

Transportation emissions are one of the top two sources of harmful emissions produced in Edmonds. The transition from fossil fuel vehicles to electric vehicles is a major and needed change, being implemented by every major auto manufacturer. But its success will largely depend on readily available charging stations for our residents and visitors to use. In fact, the lack of charging stations is viewed as the biggest hurdle to widespread use of electrical vehicles.

To help us transition to cleaner energy future we will be funding 10 new charging stations spread out throughout our city to ensure our residents and visitors are never too far from a charge to help them reach their destination. The infrastructure investment will cost approximately \$260,000 and be paid with bond proceeds.

Additionally, as part of my commitment to move our entire city vehicle fleet to electric, for 2022 we are replacing nine city vehicles that have reached their service life with new electric and hybrid vehicles.

City Council

I would like to thank our City Council for their unwavering commitment to our city. COVID has made conducting meetings challenging, but our City Councilmembers have worked through these issues to keep our city moving forward.

City Staff

I want to extend my heartfelt appreciation for every one of our wonderful city employees for their dedication to our city and for working tirelessly every day to keep our critical city services running and accessible.

Economic Future Hopeful

In defiance of the pandemic, our community continues to come together to support one another. This budget reflects our values that everyone has an equal opportunity to succeed, and everyone's rights will be protected. Because of our cautious approach to the City's budget in 2021, Edmonds is strong financially and situated to remain stable. Our city revenue continues to grow showing that Edmonds is a desirable place to live, work, and visit. Because of our community's resiliency, our future economic projections remain optimistic. With this in mind, what I am presenting today is a sustainable budget that will move us forward and lay down solid groundwork for our city in 2022 and beyond.

Thank you.



Mike Nelson
Mayor

ORDINANCE NO.**AN ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF
EDMONDS, WASHINGTON, FOR THE FISCAL YEAR COMMENCING
JANUARY 1, 2022.**

WHEREAS, the City of Edmonds, Washington completed and placed on file with the City Clerk a proposed budget and estimate of the amount of money required to meet the public expenses, bond retirement and interest, reserve funds, and expenses of government of the City for the fiscal year ending December 31, 2022; and,

WHEREAS, a notice was published that the City Council would meet virtually via Zoom on November 1st, 2021 and on November 16th, 2021 at 7:00 PM for the purpose of making and adopting a budget for said fiscal year and giving taxpayers within the limits of the City an opportunity to be heard in a public hearing upon said budget, and

WHEREAS, the City Council did hold a public hearing at that time and did then consider the matter of the proposed budget for the fiscal year beginning January 1, 2022, and

WHEREAS, the proposed budget does not exceed the lawful limit of taxation allowed by law to be levied on the property within the City for the purposes set forth in the budget, and the estimated expenditures set forth in the budget being all necessary to carry on the government of the City for the fiscal year 2022 and being sufficient to meet the various needs of the City during that period, and

NOW, THEREFORE; the City Council of the City of Edmonds, Washington, do ordain as follows:

Section 1. The budget for the City of Edmonds Washington for the year 2022 is hereby adopted at the fund level in its final form and content as set forth in the comprehensive budget document, City of Edmonds Adopted Budget, copies of which are on file in the Office of the City Clerk.

Section 2. Estimated resources for each separate fund of the City of Edmonds, and aggregate expenditures for all such funds for the year 2022 are set forth in summary form below, and are hereby appropriated for expenditure at the fund level during the year 2022 as set forth in the City of Edmonds Adopted Budget.

EXHIBIT "A" 2022 BUDGET SUMMARY BY FUND

Fund Description	Revenue	Expenditure	Difference (Rev - Exp) *
General Fund	\$ 44,168,683	\$ 48,704,967	\$ (4,536,284)
LEOFF Medical Insurance Reserve Subfund	225,000	260,490	(35,490)
Historic Preservation Gift Fund	-	5,900	(5,900)
Building Maintenance Fund	-	980,000	(980,000)
Drug Enforcement Fund	167,210	45,800	121,410
Street Fund	1,751,930	2,234,676	(482,746)
Street Construction Fund	13,359,021	12,542,946	816,075
Municipal Arts Acquisition Fund	216,701	181,880	34,821
Memorial Tree Fund	530	-	530
Hotel/Motel Tax Fund	84,410	100,900	(16,490)
Employee Parking Permit Fund	26,540	26,880	(340)
Youth Scholarship Fund	1,550	3,000	(1,450)
Tourism Promotional Arts Fund	29,590	28,200	1,390
REET 2	2,271,020	4,279,876	(2,008,856)
REET 1	2,261,030	1,922,273	338,757
Gifts Catalog Fund	82,750	78,400	4,350
Cemetery Maintenance/Imp. Fund	182,430	220,561	(38,131)
Parks Trust Fund	4,330	-	4,330
Cemetery Maintenance Fund	43,520	25,000	18,520
Sister City Commission Fund	10,290	11,900	(1,610)
Business Improvement District Fund	140	-	140
Affordable and Supportive Housing Fund	65,000	-	65,000
Edmonds Rescue Plan Fund	4,856,549	1,250,000	-
Tree Fund	214,800	214,800	-
2012 LTGO Debt Service Fund	611,370	611,370	-
Parks Capital Construction Fund	3,822,685	7,321,018	(3,498,333)
Water Utility Fund	11,018,136	11,110,498	(92,362)
Storm Utility Fund	8,277,897	8,638,202	(360,305)
Sewer/WWTP Utility Fund	16,001,340	15,656,812	344,528
Utility Debt Service Fund	1,988,700	1,988,710	(10)
Equipment Rental Fund	1,925,920	1,942,460	(16,540)
Technology Rental Fund	1,153,570	1,447,422	(293,852)
Totals	\$ 114,822,642	\$ 121,834,941	\$ (7,012,299)

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

Section 3. The City Clerk is directed to transmit a certified copy of the budget hereby adopted to the State Auditor's Office and to the Association of Washington Cities.

Section 4. Attached hereto is the Use of Tax Funds Report, and by this reference said Report is incorporated herein as if set forth in full and the same is hereby adopted in full. The Finance Director is authorized to update actual expenditures in the final report as projected prior to printing the final document.

Section 5. This ordinance is a legislative act delegated by statute to the City Council of the City of Edmonds, is not subject to referendum and shall take effect January 1, 2022.

APPROVED:

MAYOR, MIKE NELSON

ATTEST/AUTHENTICATE:

CITY CLERK, SCOTT PASSEY

APPROVED AS TO FORM:
OFFICE OF THE CITY ATTORNEY:

BY _____
JEFF TARADAY

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
PUBLISHED:
EFFECTIVE DATE:
ORDINANCE NO.

SUMMARY OF ORDINANCE NO.

of the City of Edmonds, Washington

On the ___ day of _____, 2021, the City Council of the City of Edmonds, passed Ordinance No. _____. A summary of the content of said ordinance, consisting of the title, provides as follows:

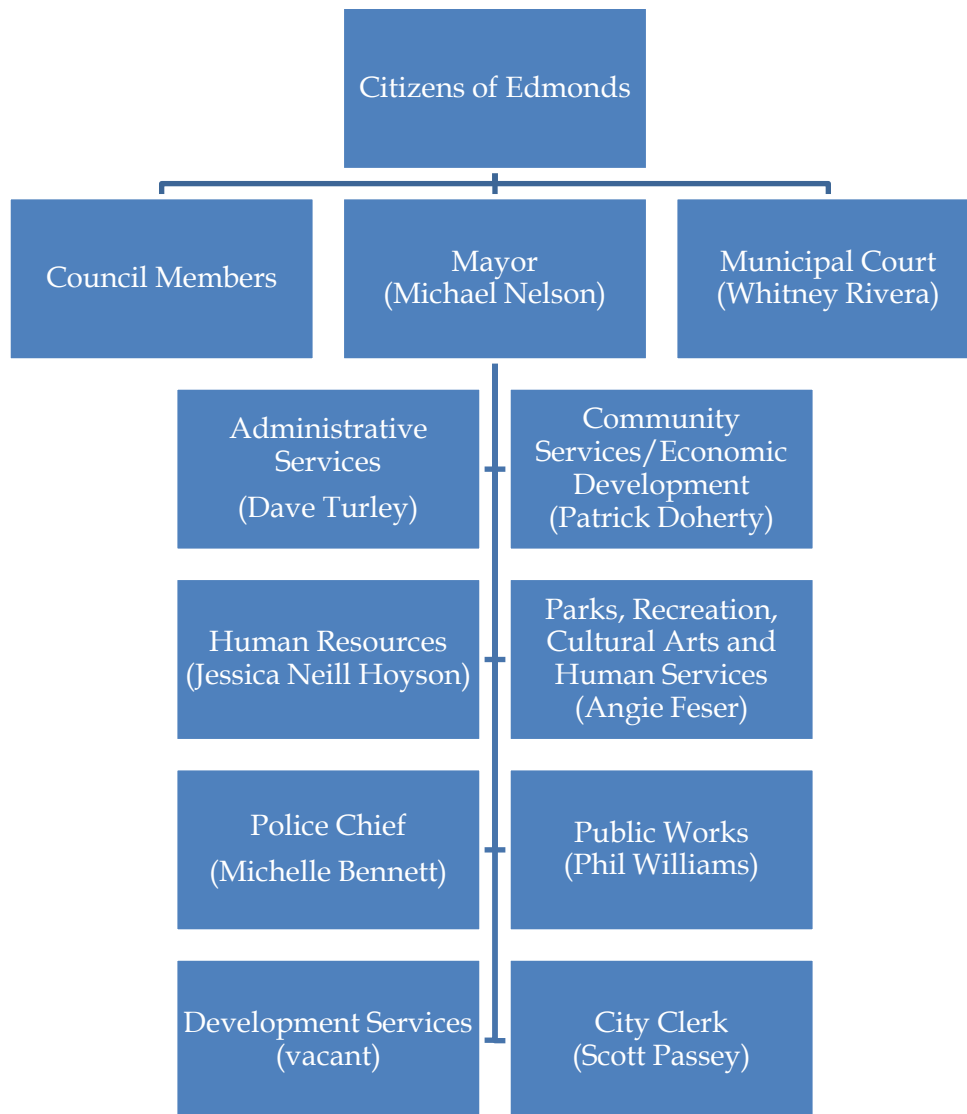
AN ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF
EDMONDS, WASHINGTON, FOR THE FISCAL YEAR COMMENCING
JANUARY 1, 2022.

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

DATED this ___ day of _____, 2021

CITY CLERK, SCOTT PASSEY

**City of Edmonds, Washington
2022 Organization Chart**



CITY OFFICIALS**2022 CITY COUNCIL**

Council President (Position #6)
 Councilmember (Position #1)
 Councilmember (Position #2)
 Councilmember (Position #3)
 Councilmember (Position #4)
 Councilmember (Position #5)
 Councilmember (Position #7)

Susan Paine
 Kristiana Johnson
 Luke Distelhorst
 Adrienne Fraley- Monillas
 Diane Buckshnis
 Vivian Olson
 Laura Johnson

CITY ADMINISTRATION

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

Michael Nelson
 Dave Turley
 Patrick Doherty
 Angie Feser
 Phil Williams
 Michelle Bennett
 Jessica Neill Hoyson
 Whitney Rivera
 Vacant
 Scott Passey

2022 BUDGET PREPARED BY:**FINANCE DEPARTMENT PERSONNEL**

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

Dave Turley
 Megan Menkveld
 Deb Sharp
 Sarah Mager
 Marissa Cain
 Lori Palmer
 Nori Jacobson
 Denise Kenyon
 Vacant

**STRATEGIC OUTLOOK
CITY OF EDMONDS
TOTAL REVENUES & EXPENDITURES
2019 - 2026 ANALYSIS**

	2019	2020	2021	2022	2023	2024	2025	2026
	Actual	Actual	Estimate	Budget	Outlook	Outlook	Outlook	Outlook
General, Risk & Contingency Funds								
Beginning Fund Balances	17,727,448	17,334,339	15,650,898	15,037,447	12,936,411	12,952,961	13,360,711	14,227,961
<u>Revenue</u>								
Property Taxes	14,454,333	14,634,303	15,073,931	15,405,500	15,683,000	15,965,000	16,141,000	16,319,000
Retail Sales Taxes	8,527,869	8,424,507	10,000,000	10,000,000	11,250,000	12,150,000	13,122,000	14,172,000
Other Sales Taxes	820,319	818,219	860,000	870,000	957,000	1,034,000	1,117,000	1,206,000
Utility Taxes	6,693,089	6,493,191	6,433,500	5,923,500	6,054,000	6,187,000	6,323,000	6,462,000
Other Taxes	351,055	368,232	368,150	369,150	388,000	407,000	427,000	448,000
Licenses/Permits/Franchise	1,656,644	1,621,436	1,558,050	1,711,250	1,917,000	2,013,000	2,114,000	2,220,000
Construction Permits	643,329	655,426	750,600	650,600	683,000	717,000	753,000	791,000
Grants	82,301	656,486	280,198	294,650	295,000	295,000	295,000	295,000
State Revenues	926,131	977,147	955,110	955,110	1,003,000	1,053,000	1,106,000	1,161,000
Charges for Goods & Services	3,521,157	2,120,243	2,828,143	3,249,800	3,575,000	3,718,000	3,830,000	3,945,000
Interfund Service Charges	2,898,678	3,291,802	3,602,979	3,575,713	3,754,000	3,904,000	4,021,000	4,142,000
Fines & Forfeitures	496,094	287,693	457,450	448,450	453,000	458,000	463,000	468,000
Miscellaneous Revenues	1,186,116	605,424	482,333	688,660	696,000	703,000	710,000	717,000
Other Financing Sources	-	-	-	-	-	-	-	-
Transfers	4,824,555	1,535,800	206,975	26,300	40,000	40,000	40,000	40,000
Total Revenues	47,081,670	42,489,907	43,857,419	44,168,683	46,748,000	48,644,000	50,462,000	52,386,000
Revenue Growth / (Decline)	12%	-10%	3%	1%	6%	4%	4%	4%
<u>Expenditures</u>								
Labor	16,702,993	17,373,826	17,811,531	19,885,713	20,482,000	21,096,000	21,729,000	22,381,000
Benefits	6,277,192	6,466,526	6,685,354	7,036,594	7,388,000	7,757,000	8,145,000	8,552,000
Supplies	598,499	657,932	514,827	678,184	685,000	692,000	699,000	706,000
Services	16,928,831	17,336,402	18,447,428	19,320,048	19,706,000	20,100,000	20,502,000	20,912,000
Capital	96,168	835,049	23,120	270,180	270,000	270,000	270,000	270,000
Debt Service	197,967	296,624	60,730	329,248	60,000	60,000	60,000	60,000
Transfers	6,673,127	1,206,990	927,880	1,185,000	600,000	800,000	800,000	800,000
Total Expenses	47,474,777	44,173,348	44,470,870	48,704,967	49,191,000	50,775,000	52,205,000	53,681,000
Expense Growth / (Decline)	16%	-7%	1%	10%	1%	3%	3%	3%
Change in Ending Fund Balance	(393,109)	(1,683,442)	(613,451)	(4,536,284)	(2,443,000)	(2,131,000)	(1,743,000)	(1,295,000)
Anticipated Under-Expenditure	-	-	-	2,435,248	2,459,550	2,538,750	2,610,250	2,684,050
Ending Fund Balance	17,334,339	15,650,898	15,037,447	12,936,411	12,952,961	13,360,711	14,227,961	15,617,011

**STRATEGIC OUTLOOK
CITY OF EDMONDS
GENERAL FUND FUND BALANCE
2019 - 2026 ANALYSIS**

	2019	2020	2021	2022	2023	2024	2025	2026
General, Risk & Contingency Funds	Actual	Actual	Estimate	Budget	Outlook	Outlook	Outlook	Outlook
General Operations (001)	15,552,193	13,868,750	13,255,299	11,154,263	11,170,813	11,578,563	12,445,813	13,834,863
Risk Management (011)	-	-	-	-	-	-	-	-
General Operations Contingency (012)	1,782,149	1,782,149	1,782,149	1,782,149	1,782,149	1,782,149	1,782,149	1,782,149
	17,334,342	15,650,898	15,037,447	12,936,411	12,952,962	13,360,712	14,227,962	15,617,012
Other General Fund Fund Balances	Actual	Actual	Estimate	Budget	Outlook	Outlook	Outlook	Outlook
LEOFF Medical Insurance (009)	355,874	537,177	350,000	300,000	250,000	250,000	250,000	250,000
Historic Preservation (014)	12,187	17,189	15,000	15,000	15,000	15,000	15,000	15,000
Building Maintenance (016)	210,221	210,221	4,400,000	3,420,000	2,500,000	1,500,000	500,000	-
Marsh Restoration & Preservation (017)	864,491	864,616	848,617	848,617	850,000	850,000	850,000	850,000
Edmonds Homelessness Response (018)	223,581	123,581	-	-	-	-	-	-
Edmonds Opioid Response (019)	50,000	28,445	-	-	-	-	-	-
	1,716,354	1,781,229	5,613,617	4,583,617	3,615,000	2,615,000	1,615,000	1,115,000
Total General Fund Fund Balances	19,050,696	17,432,127	20,651,064	17,520,028	16,567,962	15,975,712	15,842,962	16,732,012
<i>Fund Balance as a % of General Fund Expenditures</i>	45%	39%	46%	34%	32%	30%	29%	30%

Employee Count by Department

Department	2020 Actuals	2021 Actuals	2022 Budget
City Council	1.0	1.0	1.0
Mayor	7.0	7.0	3.0
Human Resources	3.5	3.5	3.5
Court	7.0	7.0	7.0
Administrative Services	9.0	9.0	14.0
Information Services	5.0	5.0	6.0
Police	70.8	70.8	72.8
Economic Dev & Community Services	3.0	3.3	3.3
Development Services	18.5	18.5	20.0
Parks, Recreation, Cultural Arts and Human Services	27.7	27.7	29.7
Public Works Admin/Facilities	15.6	15.6	16.6
Engineering	17.5	17.5	17.5
Streets/Storm	18.0	18.0	18.0
Water/Sewer/Treatment Plant	34.4	34.4	36.4
Equipment Rental	3.0	3.0	3.0
Total City Employee Count	240.9	241.2	251.7

Property Tax New Construction

Year	Total Assessed Value (AV)	New Construction Assessment	Regular Property Tax Revenue from New Construction	% New Construction to AV
2022	12,616,688,627	36,575,871	46,221	0.3%
2021	11,648,792,913	26,708,900	35,518	0.2%
2020	11,011,221,440	80,095,130	113,500	0.7%
2019	10,223,133,972	67,182,217	105,811	0.7%
2018	9,107,284,679	38,257,550	66,379	0.4%
2017	8,177,283,180	39,277,000	78,671	0.5%

* Amounts shown for the 2022 year are estimates.

2022 REVENUE SUMMARY - ALL FUNDS

Fund			2020 Actuals	2021 Budget	2021 Estimate	2022 Budget	Change 22-21 Estimate	Change 22-21 Estimate
GENERAL FUND	001	General Fund	\$ 42,489,916	\$ 42,450,777	\$ 43,854,799	\$ 44,168,683	\$ 313,884	0.72%
	009	LEOFF Medical Insurance Reserve Subfund	425,000	300,000	300,000	225,000	(75,000)	-25.00%
	012	Contingency Reserve Subfund	-	2,620	2,620	-	(2,620)	-100.00%
	014	Historic Preservation Gift Fund	5,001	5,010	5,010	-	(5,010)	-100.00%
	016	Building Maintenance Fund	-	-	4,400,000	-	(4,400,000)	-100.00%
	017	Marsh Restoration & Preservation Fund	125	-	5,250	-	(5,250)	-100.00%
	Total General Fund		42,920,042	42,758,407	48,567,679	44,393,683	(4,173,996)	-8.59%
SPECIAL REVENUE FUNDS	104	Drug Enforcement Fund	64,795	165,370	165,370	167,210	1,840	1.11%
	111	Street Fund	1,939,654	1,722,360	1,755,360	1,751,930	(3,430)	-0.20%
	112	Street Construction Fund	1,969,514	3,068,385	3,434,656	13,359,021	9,924,365	288.95%
	117	Municipal Arts Acquisition Fund	86,495	165,060	86,993	216,701	129,708	149.10%
	118	Memorial Tree Fund	433	270	270	530	260	96.30%
	120	Hotel/Motel Tax Fund	66,587	71,460	71,460	84,410	12,950	18.12%
	121	Employee Parking Permit Fund	20,887	25,240	25,240	26,540	1,300	5.15%
	122	Youth Scholarship Fund	677	1,390	440	1,550	1,110	252.27%
	123	Tourism Promotional Arts Fund	22,461	24,000	24,000	29,590	5,590	23.29%
	125	REET 2	1,881,157	1,282,050	1,779,000	2,271,020	492,020	27.66%
	126	REET 1	1,873,345	1,285,240	1,769,000	2,261,030	492,030	27.81%
	127	Gifts Catalog Fund	53,728	103,930	60,130	82,750	22,620	37.62%
	130	Cemetery Maintenance/Imp. Fund	124,542	179,800	213,180	182,430	(30,750)	-14.42%
	136	Parks Trust Fund	3,567	2,200	2,200	4,330	2,130	96.82%
	137	Cemetery Maintenance Fund	36,546	29,220	32,040	43,520	11,480	35.83%
	138	Sister City Commission Fund	245	10,120	-	10,290	10,290	N/A
	140	Business Improvement District Fund	75,747	79,239	79,239	140	(79,099)	-99.82%
	141	Affordable and Supportive Housing Fund	78,329	65,000	65,000	65,000	-	0.00%
	142	Edmonds Rescue Plan Fund	1,775,500	5,946,550	-	4,856,549	4,856,549	N/A
	143	Tree Fund	-	-	-	214,800	214,800	N/A
	Total Special Revenue Funds		10,074,209	14,226,884	9,563,578	25,629,341	16,065,763	167.99%
DEBT SERVICE FUNDS								
	231	2012 LTGO Debt Service Fund	738,386	759,710	759,700	611,370	(148,330)	-19.52%
CAPITAL PROJECT FUNDS								
	332	Parks Capital Construction Fund	1,701,375	1,392,520	2,299,537	3,822,685	1,523,148	66.24%
ENTERPRISE FUNDS	421	Water Utility Fund	10,223,848	10,299,357	10,715,113	11,018,136	303,023	2.83%
	422	Storm Utility Fund	5,354,829	6,265,225	6,380,590	8,277,897	1,897,307	29.74%
	423	Sewer/WWTP Utility Fund	16,585,733	31,130,450	31,340,567	16,001,340	(15,339,227)	-48.94%
	424	Utility Debt Service Fund	-	1,985,870	1,985,870	1,988,700	2,830	0.14%
	Total Enterprise Funds		32,164,410	49,680,902	50,422,140	37,286,073	(13,136,067)	-26.05%
INTERNAL SERVICE FUNDS								
	511	Equipment Rental Fund	1,782,118	1,331,100	1,331,100	1,925,920	594,820	44.69%
	512	Technology Rental Fund	1,275,074	1,204,880	1,204,880	1,153,570	(51,310)	-4.26%
	Total Internal Service Funds		3,057,192	2,535,980	2,535,980	3,079,490	543,510	21.43%
FIDUCIARY FUNDS								
	617	Firemen's Pension Fund	70,388	67,270	-	-	-	N/A
TOTAL BUDGET			\$ 90,726,002	\$ 111,421,673	\$ 114,148,614	\$ 114,822,642	\$ 674,028	0.59%

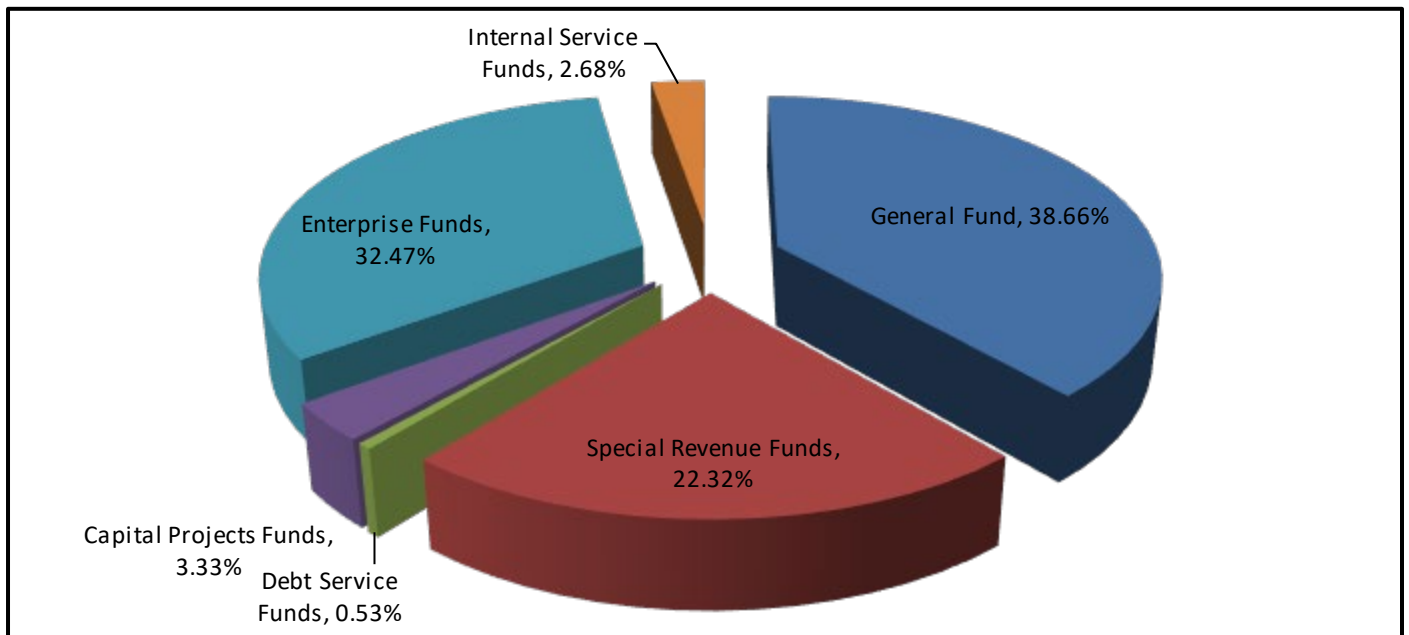
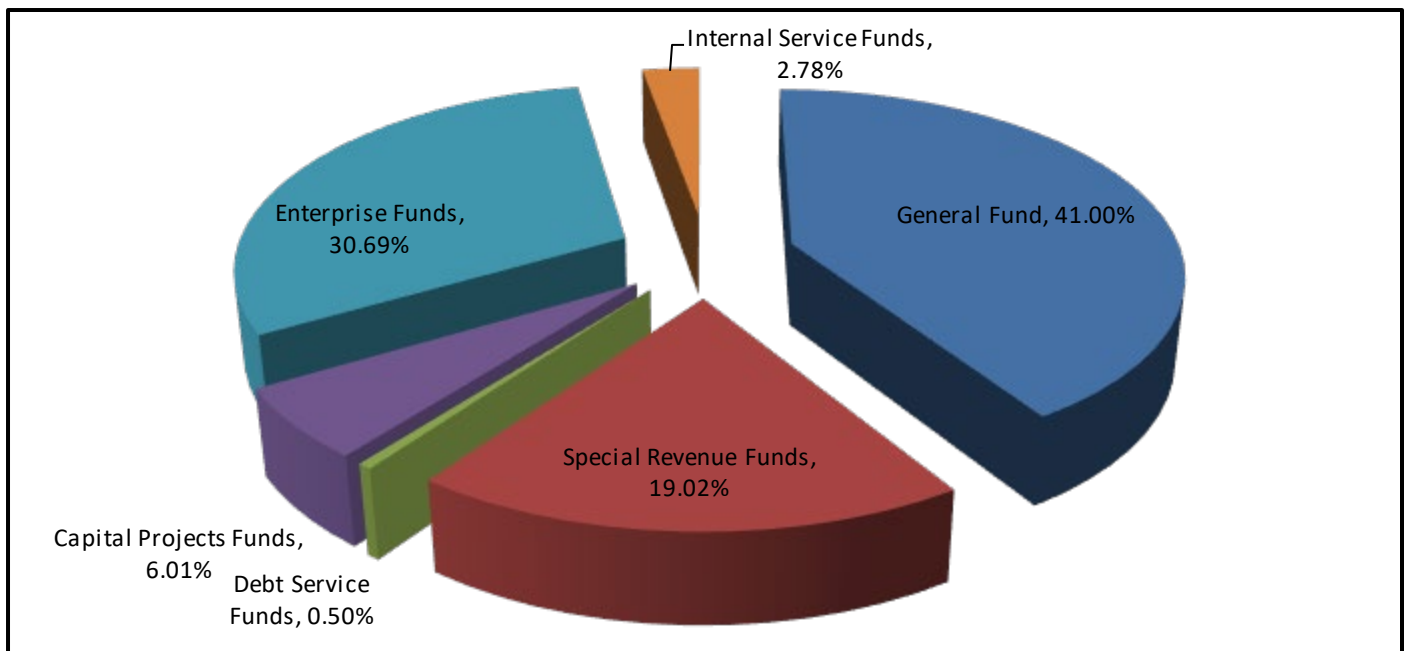
Note: The amounts in the column titled "2021 Budget", on this page and all subsequent pages, refer to the City's 2021 Amended Budget, not the City's 2021 Adopted Budget.

2022 EXPENDITURE SUMMARY - ALL FUNDS

Fund			2020 Actuals	2021 Budget	2021 Estimate	2022 Budget	Change 22-21 Estimate	Change 22-21 Estimate
GENERAL FUND	001	General Fund	\$ 44,173,387	\$ 45,978,718	\$ 44,470,870	\$ 48,704,967	\$ 4,234,097	9.52%
	009	LEOFF Medical Insurance Reserve Subfund	243,698	467,140	467,140	260,490	(206,650)	-44.24%
	014	Historic Preservation Gift Fund	-	5,900	5,900	5,900	-	0.00%
	016	Building Maintenance Fund	-	210,222	-	980,000	980,000	N/A
	017	Marsh Restoration & Preservation Fund	-	20,000	25,000	-	(25,000)	-100.00%
	018	Edmonds Homelessness Response Fund	100,000	123,581	123,581	-	(123,581)	-100.00%
	019	Edmonds Opioid Response Fund	21,555	28,445	28,445	-	(28,445)	-100.00%
	Total General Fund		44,538,640	46,834,006	45,120,936	49,951,357	4,830,421	10.71%
SPECIAL REVENUE FUNDS	104	Drug Enforcement Fund	30,332	45,800	45,800	45,800	-	0.00%
	111	Street Fund	2,099,716	2,187,430	2,162,280	2,234,676	72,396	3.35%
	112	Street Construction Fund	1,309,621	2,862,297	3,441,050	12,542,946	9,101,896	264.51%
	117	Municipal Arts Acquisition Fund	37,779	236,880	124,180	181,880	57,700	46.46%
	120	Hotel/Motel Tax Fund	92,678	87,150	87,150	100,900	13,750	15.78%
	121	Employee Parking Permit Fund	25,732	26,880	26,880	26,880	-	0.00%
	122	Youth Scholarship Fund	450	3,000	1,500	3,000	1,500	100.00%
	123	Tourism Promotional Arts Fund	14,224	29,900	19,000	28,200	9,200	48.42%
	125	REET 2	1,934,539	1,601,298	1,285,451	4,279,876	2,994,425	232.95%
	126	REET 1	2,049,503	2,053,911	1,840,722	1,922,273	81,551	4.43%
	127	Gifts Catalog Fund	87,919	100,900	63,400	78,400	15,000	23.66%
	130	Cemetery Maintenance/Imp. Fund	180,101	200,998	206,798	220,561	13,763	6.66%
	136	Parks Trust Fund	-	50,000	50,000	-	(50,000)	-100.00%
	137	Cemetery Maintenance Fund	-	25,000	21,000	25,000	4,000	19.05%
	138	Sister City Commission Fund	11	11,900	-	11,900	11,900	N/A
	140	Business Improvement District Fund	68,141	76,340	76,340	-	(76,340)	-100.00%
	142	Edmonds Rescue Plan Fund	1,775,500	5,946,550	-	1,250,000	1,250,000	N/A
	143	Tree Fund	-	-	-	214,800	214,800	N/A
	Total Special Revenue Funds		9,706,246	15,546,234	9,451,551	23,167,092	13,715,541	145.11%
DEBT SERVICE FUNDS	231	2012 LTGO Debt Service Fund	738,386	759,700	759,700	611,370	(148,330)	-19.52%
CAPITAL PROJECT FUNDS	332	Parks Capital Construction Fund	1,991,013	5,552,490	3,898,402	7,321,018	3,422,616	87.80%
ENTERPRISE FUNDS	421	Water Utility Fund	7,573,745	10,760,050	10,366,655	11,110,498	743,843	7.18%
	422	Storm Utility Fund	4,371,287	7,293,890	6,332,935	8,638,202	2,305,267	36.40%
	423	Sewer/WWTP Utility Fund	10,759,359	40,492,284	40,347,515	15,656,812	(24,690,703)	-61.20%
	424	Utility Debt Service Fund	-	1,985,870	1,985,870	1,988,710	2,840	0.14%
	Total Enterprise Funds		22,704,391	60,532,094	59,032,975	37,394,222	(21,638,753)	-36.66%
INTERNAL SERVICE FUNDS	511	Equipment Rental Fund	2,694,591	1,429,954	1,435,454	1,942,460	507,006	35.32%
	512	Technology Rental Fund	1,211,250	1,257,909	1,257,909	1,447,422	189,513	13.09%
	Total Internal Service Funds		3,905,841	2,687,863	2,693,363	3,389,882	696,519	25.86%
FIDUCIARY FUNDS	617	Firemen's Pension Fund	82,005	96,167	135,116	-	(135,116)	-100.00%
TOTAL BUDGET			\$ 83,666,522	\$ 132,008,554	\$ 121,092,043	\$ 121,834,941	\$ 742,898	0.61%

2022 BUDGET SUMMARY - ALL FUNDS

		Fund	Beginning Fund Balance	2022 Revenue	2022 Expenditures	Ending Fund Balance
GENERAL FUND	001	General Fund	\$ 13,252,673	\$ 44,168,683	\$ 48,704,967	\$ 8,716,389
	009	LEOFF Medical Insurance Reserve Subfund	370,037	225,000	260,490	334,547
	012	Contingency Reserve Subfund	1,784,770	-	-	1,784,770
	014	Historic Preservation Gift Fund	16,299	-	5,900	10,399
	016	Building Maintenance Fund	4,610,221	-	980,000	3,630,221
	017	Marsh Restoration & Preservation Fund	844,866	-	-	844,866
		Total General Fund	20,878,866	44,393,683	49,951,357	15,321,192
SPECIAL REVENUE FUNDS	104	Drug Enforcement Fund	193,874	167,210	45,800	315,284
	111	Street Fund	731,489	1,751,930	2,234,676	248,743
	112	Street Construction Fund	2,075,269	13,359,021	12,542,946	2,891,344
	117	Municipal Arts Acquisition Fund	645,539	216,701	181,880	680,360
	118	Memorial Tree Fund	20,487	530	-	21,017
	120	Hotel/Motel Tax Fund	51,231	84,410	100,900	34,741
	121	Employee Parking Permit Fund	80,358	26,540	26,880	80,018
	122	Youth Scholarship Fund	12,769	1,550	3,000	11,319
	123	Tourism Promotional Arts Fund	85,338	29,590	28,200	86,728
	125	REET 2	3,065,531	2,271,020	4,279,876	1,056,675
	126	REET 1	2,238,446	2,261,030	1,922,273	2,577,203
	127	Gifts Catalog Fund	294,795	82,750	78,400	299,145
	130	Cemetery Maintenance/Imp. Fund	211,509	182,430	220,561	173,378
	136	Parks Trust Fund	118,838	4,330	-	123,168
	137	Cemetery Maintenance Fund	1,100,901	43,520	25,000	1,119,421
	138	Sister City Commission Fund	10,363	10,290	11,900	8,753
	140	Business Improvement District Fund	22,051	140	-	22,191
	141	Affordable and Supportive Housing Fund	143,441	65,000	-	208,441
	142	Edmonds Rescue Plan Fund	-	4,856,549	1,250,000	3,606,549
	143	Tree Fund	-	214,800	214,800	-
		Total Special Revenue Funds	11,102,229	25,629,341	23,167,092	13,564,478
DEBT SERVICE FUNDS						
	231	2012 LTGO Debt Service Fund	-	611,370	611,370	-
CAPITAL PROJECT FUNDS						
	332	Parks Capital Construction Fund	4,554,645	3,822,685	7,321,018	1,056,312
ENTERPRISE FUNDS	421	Water Utility Fund	26,048,110	11,018,136	11,110,498	25,955,748
	422	Storm Utility Fund	13,638,344	8,277,897	8,638,202	13,278,039
	423	Sewer/WWTP Utility Fund	43,391,480	16,001,340	15,656,812	43,736,008
	424	Utility Debt Service Fund	843,961	1,988,700	1,988,710	843,951
		Total Enterprise Funds	83,921,895	37,286,073	37,394,222	83,813,746
INTERNAL SERVICE FUNDS						
	511	Equipment Rental Fund	8,999,440	1,925,920	1,942,460	8,982,900
	512	Technology Rental Fund	797,595	1,153,570	1,447,422	503,743
		Total Internal Service Funds	9,797,035	3,079,490	3,389,882	9,486,643
TOTAL BUDGET			\$ 130,254,670	\$ 114,822,642	\$ 121,834,941	\$ 123,242,371

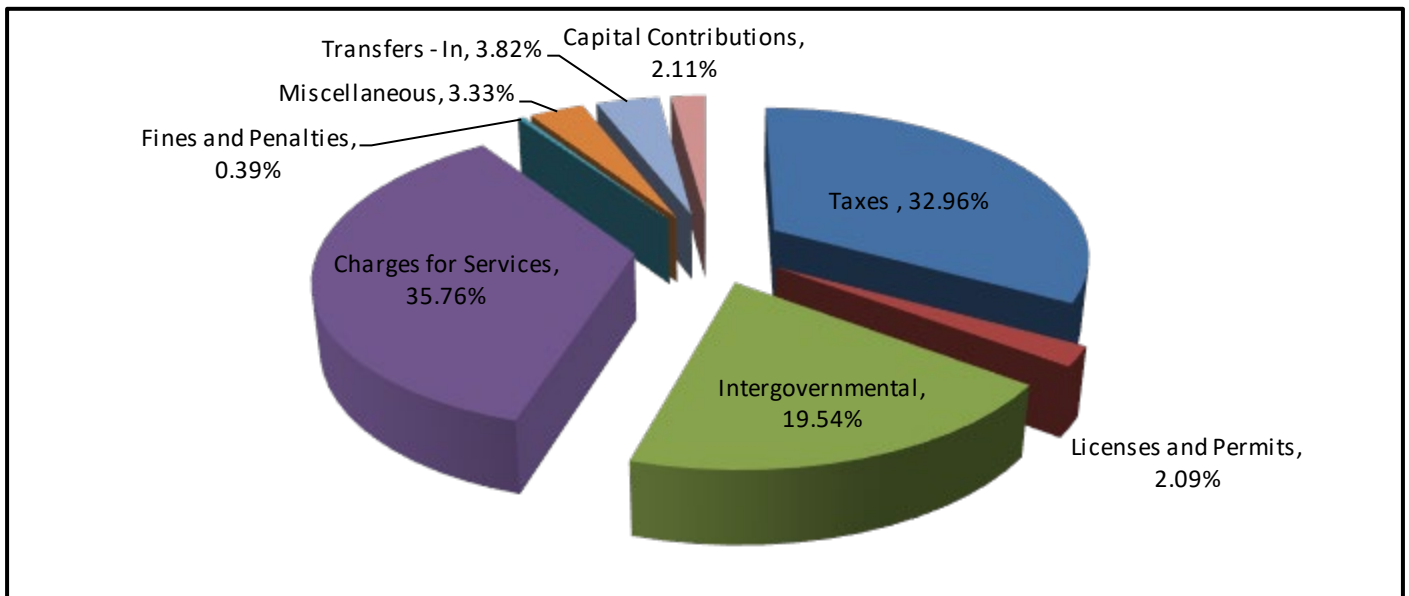
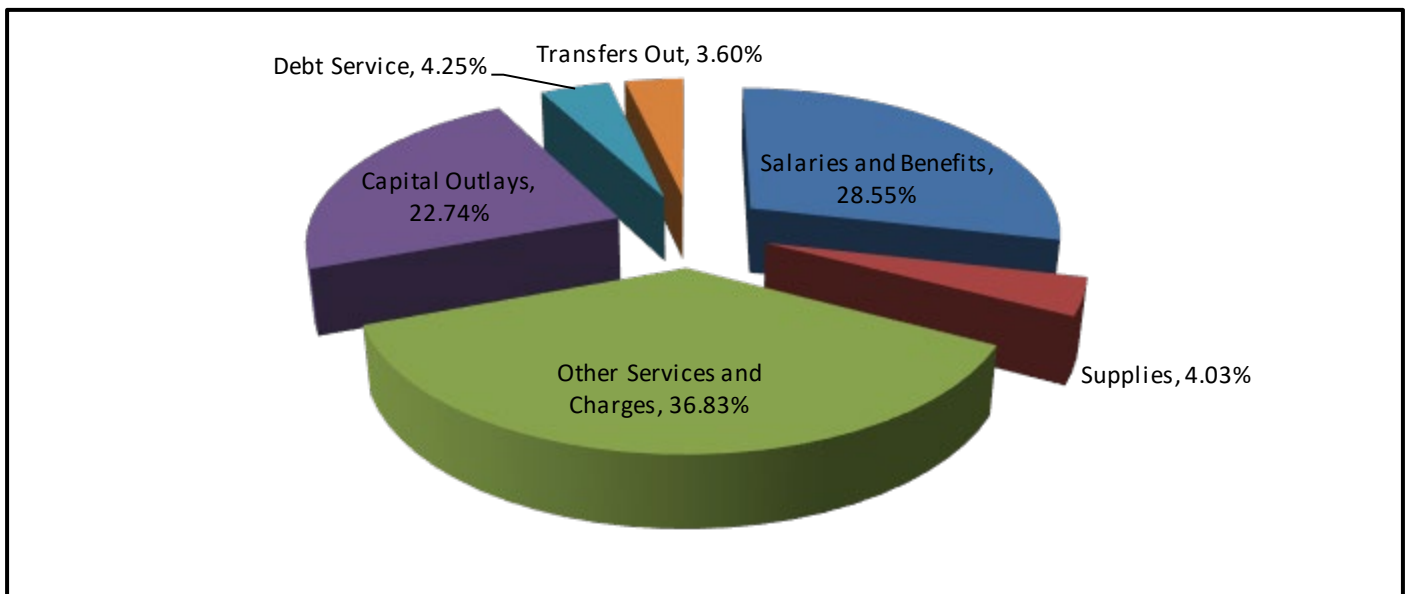
Budgeted Revenues by Fund (All Funds) – 2022**Budgeted Expenditures by Fund (All Funds) – 2022**

CHANGE IN ENDING FUND BALANCE - ALL FUNDS

Fund			Est. 2021 Ending Fund Balance	Net 2022 Surplus/(Deficit)	2022 Ending Fund Balance	Change in Fund Bal. 22-21
GENERAL FUND	001	General Fund	\$ 13,252,673	\$ (4,536,284)	\$ 8,716,389	-34.23%
	009	LEOFF Medical Insurance Reserve Subfund	370,037	(35,490)	334,547	-9.59%
	012	Contingency Reserve Subfund	1,784,770	-	1,784,770	0.00%
	014	Historic Preservation Gift Fund	16,299	(5,900)	10,399	-36.20%
	016	Building Maintenance Fund	4,610,221	(980,000)	3,630,221	-21.26%
	017	Marsh Restoration & Preservation Fund	844,866	-	844,866	0.00%
	Total General Fund		20,878,866	(5,557,674)	15,321,192	-26.62%
SPECIAL REVENUE FUNDS	104	Drug Enforcement Fund	193,874	121,410	315,284	62.62%
	111	Street Fund	731,489	(482,746)	248,743	-65.99%
	112	Street Construction Fund	2,075,269	816,075	2,891,344	39.32%
	117	Municipal Arts Acquisition Fund	645,539	34,821	680,360	5.39%
	118	Memorial Tree Fund	20,487	530	21,017	2.59%
	120	Hotel/Motel Tax Fund	51,231	(16,490)	34,741	-32.19%
	121	Employee Parking Permit Fund	80,358	(340)	80,018	-0.42%
	122	Youth Scholarship Fund	12,769	(1,450)	11,319	-11.36%
	123	Tourism Promotional Arts Fund	85,338	1,390	86,728	1.63%
	125	REET 2	3,065,531	(2,008,856)	1,056,675	-65.53%
	126	REET 1	2,238,446	338,757	2,577,203	15.13%
	127	Gifts Catalog Fund	294,795	4,350	299,145	1.48%
	130	Cemetery Maintenance/Imp. Fund	211,509	(38,131)	173,378	-18.03%
	136	Parks Trust Fund	118,838	4,330	123,168	3.64%
	137	Cemetery Maintenance Fund	1,100,901	18,520	1,119,421	1.68%
	138	Sister City Commission Fund	10,363	(1,610)	8,753	-15.54%
	140	Business Improvement District Fund	22,051	140	22,191	0.63%
	141	Affordable and Supportive Housing Fund	143,441	65,000	208,441	45.31%
	142	Edmonds Rescue Plan Fund	-	3,606,549	3,606,549	N/A
	Total Special Revenue Funds		11,102,229	2,462,249	13,564,478	22.18%
CAPITAL PROJECT FUNDS						
	332	Parks Capital Construction Fund	4,554,645	(3,498,333)	1,056,312	-76.81%
ENTERPRISE FUNDS	421	Water Utility Fund	26,048,110	(92,362)	25,955,748	-0.35%
	422	Storm Utility Fund	13,638,344	(360,305)	13,278,039	-2.64%
	423	Sewer/WWTP Utility Fund	43,391,480	344,528	43,736,008	0.79%
	424	Utility Debt Service Fund	843,961	(10)	843,951	0.00%
		Total Enterprise Funds	83,921,895	(108,149)	83,813,746	-0.13%
INTERNAL SERVICE FUNDS						
	511	Equipment Rental Fund	8,999,440	(16,540)	8,982,900	-0.18%
	512	Technology Rental Fund	797,595	(293,852)	503,743	58.33%
		Total Internal Service Funds	9,797,035	(310,392)	9,486,643	-3.17%
TOTAL BUDGET			\$ 130,254,670	\$ (7,012,299)	\$ 123,242,371	-5.38%

REVENUE SUMMARY - ALL FUNDS

	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
Beginning Cash Balance	\$ 63,138,345	\$ 67,981,234	\$ 71,054,601	\$ 64,111,172
Remaining Fund Balance	57,911,178	62,157,354	66,143,497	66,143,498
Total Beginning Fund Balance	121,049,523	130,138,588	137,198,098	130,254,670
REVENUES				
General Property Tax	14,454,333	14,634,303	15,073,931	15,405,500
Retail Sales and Use Taxes	9,477,813	9,397,120	11,027,600	11,052,600
Business and Occupation Taxes	6,750,185	6,553,480	6,489,050	5,979,050
Excise Taxes	973,731	1,032,374	1,011,000	1,012,000
Other Taxes	3,096,440	3,653,320	3,410,000	4,400,000
Taxes Total	34,752,502	35,270,597	37,011,581	37,849,150
Business Licenses and Permits	1,649,276	1,599,279	1,536,259	1,612,250
Building Permits and Fees	781,652	785,837	892,600	791,600
Licenses & Permits Total	2,430,928	2,385,116	2,428,859	2,403,850
Intergovernmental Total	3,393,276	6,730,911	5,335,721	22,435,605
General Government	1,405,354	1,442,188	1,481,580	1,398,150
Public Safety	1,431,745	1,236,734	1,304,478	1,316,970
Utilities	25,983,558	27,195,805	29,020,225	30,284,541
Transportation	36,249	68,629	23,500	14,500
Natural and Economic Environment	1,319,300	1,772,828	1,214,650	2,604,575
Social Services	4,707	-	-	-
Culture and Recreation	929,542	143,444	631,465	1,076,380
Interfund Services	3,552,726	3,929,515	4,342,119	4,359,783
Charges for Services Total	34,663,181	35,789,143	38,018,017	41,054,899
Fines and Penalties Total	499,908	287,695	457,950	448,950
Investment Earnings	1,842,162	851,588	505,800	847,740
Rents and Concessions	1,477,336	1,237,225	971,200	1,520,640
Insurance Premiums/Recovery	620	78,543	5,000	5,000
Contributions/Donations	657,132	63,932	73,003	785,280
Special Assessments	23,318	-	-	-
Other Misc Revenue	827,506	873,668	643,140	659,650
Gains (Loss) disposition of assets	(2,261,970)	(757,160)	-	-
Miscellaneous Total	2,566,104	2,347,796	2,198,143	3,818,310
Capital Contributions	1,416,040	5,003,745	10,016,339	2,424,208
Transfers In	7,079,342	2,910,999	12,511,304	4,387,670
Proceeds of Long-Term Debt	3,785,944	-	6,170,700	-
Total Revenues & Transfers	90,587,225	90,726,002	114,148,614	114,822,642
Total Resources Available	153,725,570	158,707,236	185,203,215	178,933,814
Estimated Remaining Fund Balance	57,911,178	62,157,354	66,143,497	66,143,498
Total Fund Balance	\$ 211,636,748	\$ 220,864,590	\$ 251,346,712	\$ 245,077,312

Percentage Revenue Budget by Type (All Funds) – 2022**Percentage Expenditure Budget by Type (All Funds) – 2022**

EXPENDITURE SUMMARY - ALL FUNDS

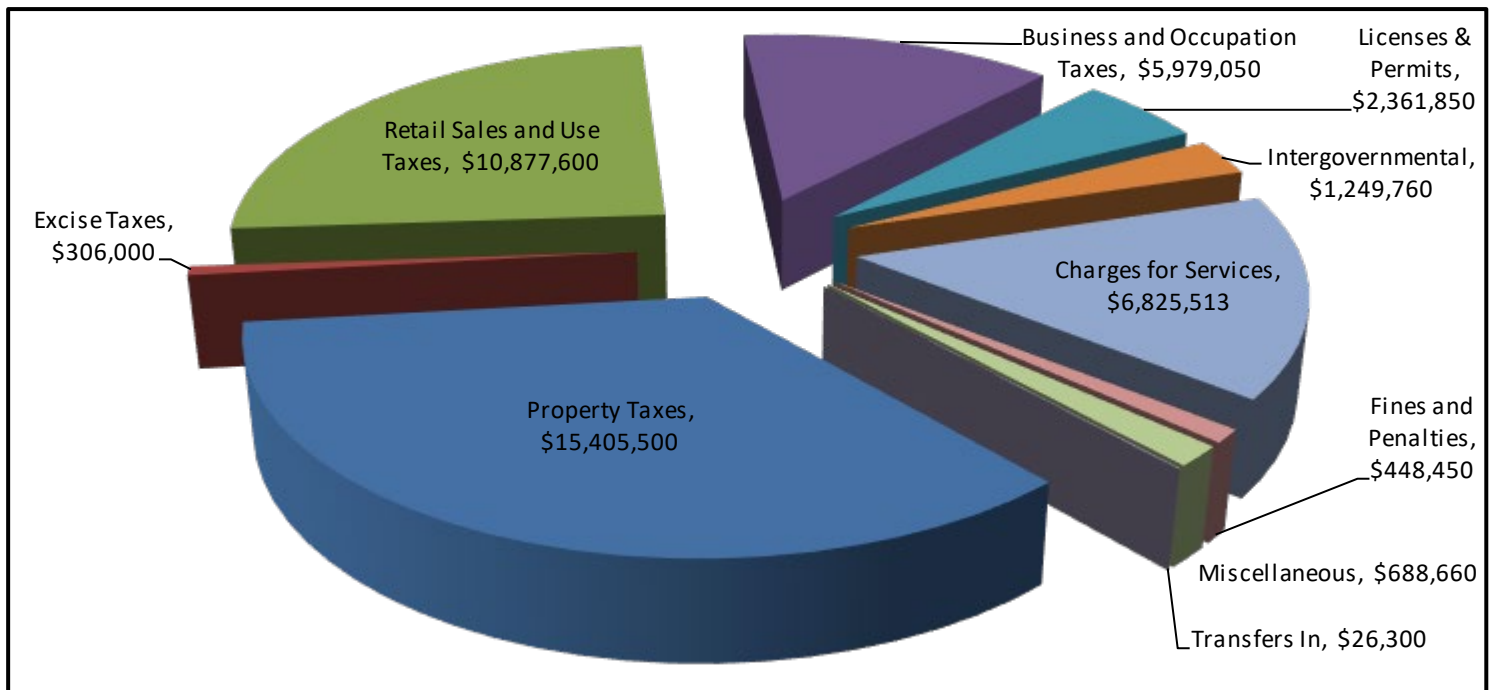
	2019	2020	2021	2022
	Actual	Actual	Estimate	Budget
EXPENDITURE				
Salaries	\$ 21,424,197	\$ 22,212,523	\$ 23,054,774	\$ 25,330,187
Benefits	8,467,934	8,461,313	9,452,230	9,450,962
Total Salaries and Benefits	29,892,131	30,673,836	32,507,004	34,781,149
Total Supplies	3,963,497	4,056,526	4,711,888	4,909,274
Professional Services	17,812,193	21,056,203	24,179,062	28,366,594
Communication	318,248	305,684	306,496	315,405
Travel	79,994	10,177	69,532	91,735
Excise Taxes	3,225,207	3,127,771	3,094,300	3,114,300
Rental/Lease	2,888,053	2,785,399	2,549,136	3,097,870
Insurance	991,883	938,668	918,346	976,250
Utilities	1,916,240	2,015,563	2,884,257	2,395,317
Repairs & Maintenance	4,016,311	2,541,499	2,984,570	5,330,020
Miscellaneous	851,576	860,709	968,917	1,184,330
Total Other Services and Charges	32,099,705	33,641,673	37,954,616	44,871,821
Total Intergovernmental Payments	75,000	75,000	50,000	-
Total Capital Outlays	935,655	4,755,163	28,344,521	27,707,011
Total Debt Service	2,752,436	2,880,607	5,012,700	5,178,006
EXPENDITURE TOTAL	69,718,424	76,082,805	108,580,729	117,447,261
Depreciation Expense	4,700,436	4,672,718	-	-
Transfer Out	7,079,342	2,910,999	12,511,314	4,387,680
TOTAL EXPENDITURES & TRANSFERS	81,498,202	83,666,522	121,092,043	121,834,941
Ending Cash Balance	67,981,234	71,054,601	64,111,172	57,098,873
Estimated Remaining Fund Balance	62,157,354	66,143,497	66,143,498	66,143,498
Ending Fund Balance	130,138,588	137,198,098	130,254,670	123,242,371
Total All Uses with Fund Balance	\$ 211,636,790	220,864,620	\$ 251,346,713	\$ 245,077,312

2022 General Fund Revenue

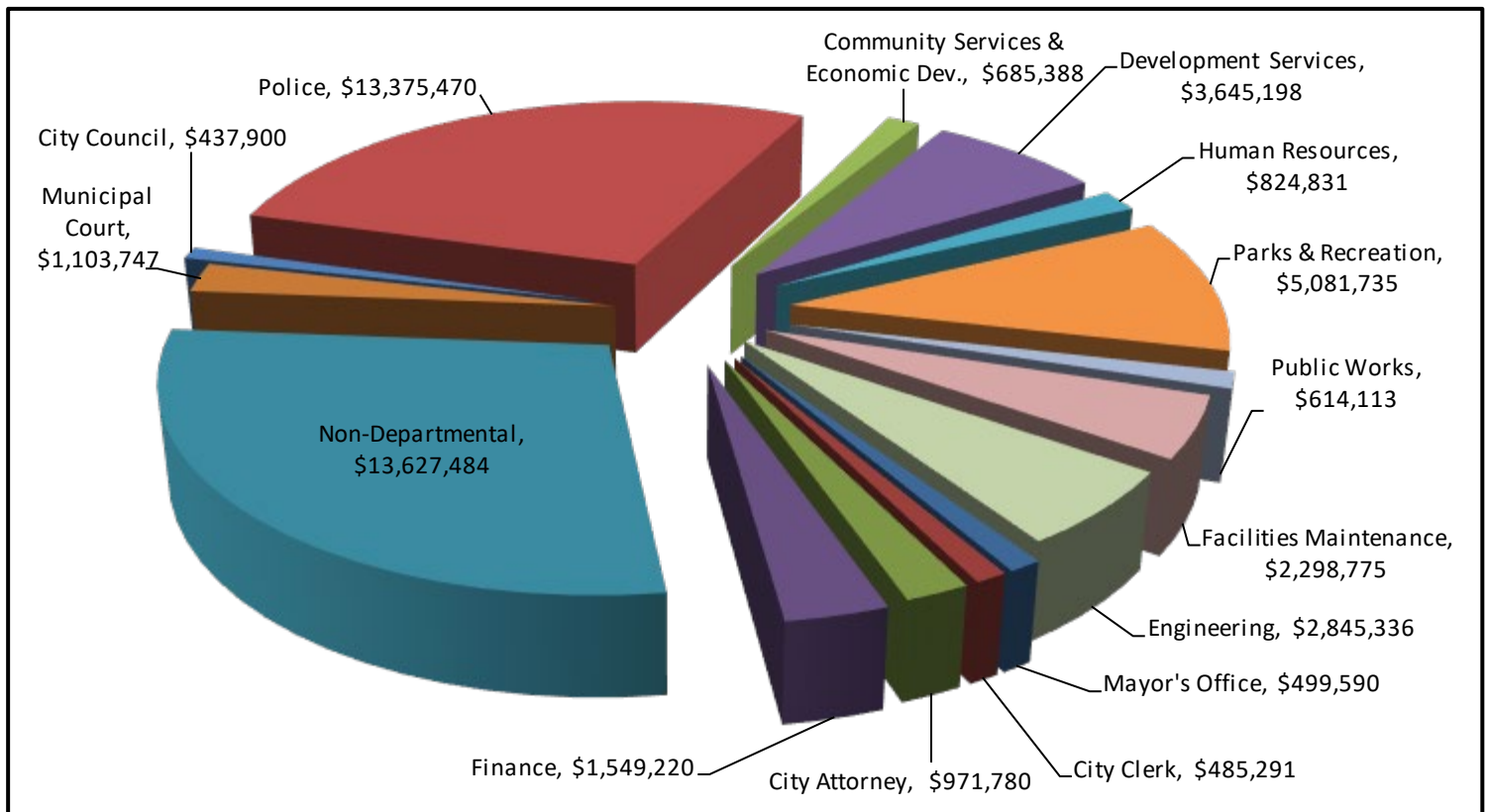
General Fund revenue for 2022, excluding fund balances, is \$44.2 million; an increase of \$314K from the 2021 year-end estimate.

General Fund Revenues	2019 Actual	2020 Actual	2021 Estimate	2022 Budget
General Property Tax	\$ 14,454,333	\$ 14,634,303	\$ 15,073,931	\$ 15,405,500
Retail Sales and Use Taxes	9,357,026	9,249,998	10,867,600	10,877,600
Business and Occupation Taxes	6,750,185	6,553,480	6,489,050	5,979,050
Excise Taxes	285,122	300,672	305,000	306,000
Tax Total	30,846,666	30,738,453	32,735,581	32,568,150
Business Licenses and Permits	1,570,297	1,524,799	1,457,050	1,612,250
Non-Business Licenses and Permits	729,677	752,063	851,600	749,600
Licenses & Permits Total	2,299,974	2,276,862	2,308,650	2,361,850
Intergovernmental Total	1,008,433	1,633,635	1,235,308	1,249,760
General Government	430,953	384,559	408,500	383,250
Public Safety	1,431,745	1,236,734	1,304,478	1,316,970
Transportation	1,311	2,396	2,500	2,500
Natural and Economic Environment	775,758	384,640	525,700	515,200
Social Services	4,707	-	-	-
Culture and Recreation	876,685	111,914	586,965	1,031,880
Interfund Reimbursement-Contract Svcs	2,898,679	3,291,802	3,602,979	3,575,713
Charges for Services Total	6,419,838	5,412,045	6,431,122	6,825,513
Fines and Penalties Total	496,094	287,695	457,450	448,450
Interest and Other Earnings	573,807	265,632	168,470	293,910
Rents, Leases & Concessions	347,603	193,940	279,100	360,100
Contributions & Donations	20,340	4,251	8,503	12,500
Other Miscellaneous Revenues	219,938	124,626	23,640	22,150
Insurance Recoveries	-	16,977	-	-
Miscellaneous Total	1,161,688	605,426	479,713	688,660
Transfers In	4,793,650	1,535,800	206,975	26,300
Total Revenues & Transfers	\$ 47,026,343	\$ 42,489,916	\$ 43,854,799	\$ 44,168,683

Percentage General Revenue by Type – 2022



2022 General Fund Expenditures by Department

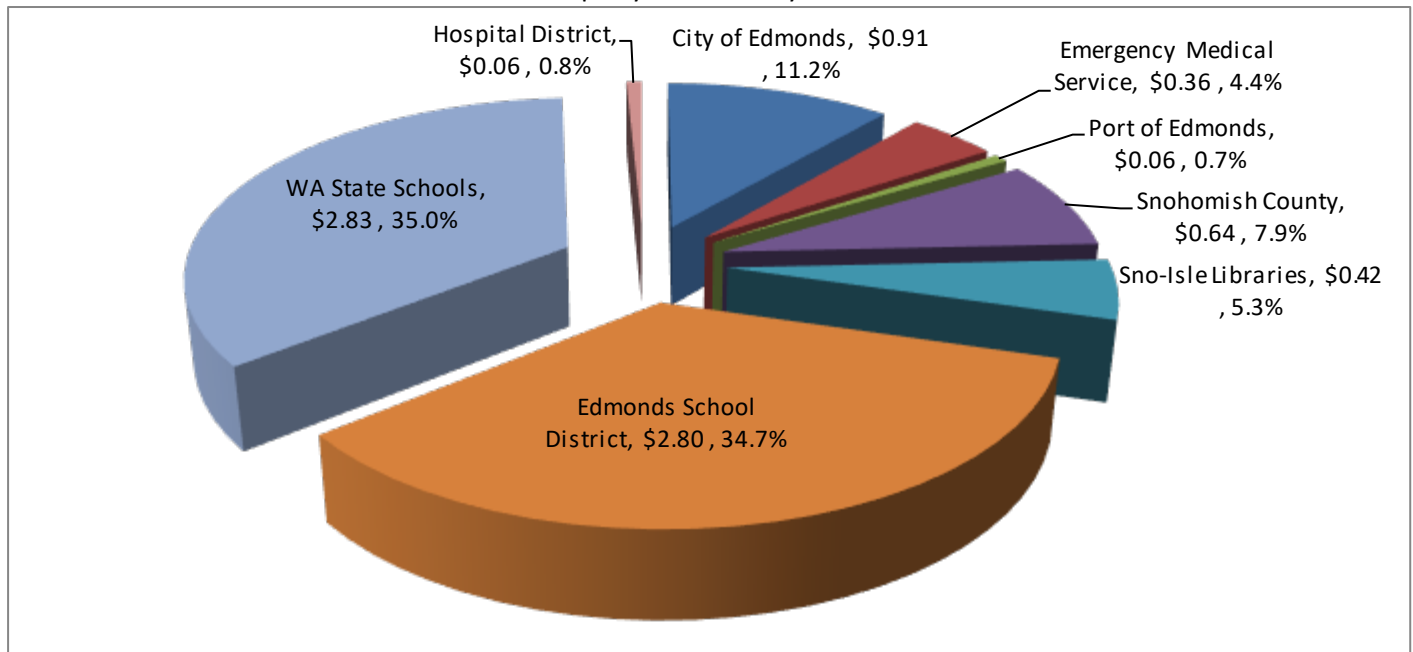


General Fund Expenditures by Department							
	2018 Actual	2019 Actual	2020 Actual	2021 Estimate	2022 Budget	21-20 % Change	22-21 % Change
City Council	\$ 431,443	\$ 402,243	\$ 320,573	\$ 432,478	\$ 437,900	34.91%	1.25%
Mayor's Office	290,737	297,115	331,098	339,701	499,590	2.60%	47.07%
Human Resources	432,559	552,186	692,902	837,176	824,831	20.82%	-1.47%
Municipal Court	995,470	1,001,066	1,072,255	1,166,183	1,103,747	8.76%	-5.35%
City Clerk	668,717	705,594	726,791	757,055	485,291	4.16%	-35.90%
Administrative Services	1,058,032	1,262,025	1,306,188	1,118,378	1,549,220	-14.38%	38.52%
City Attorney	832,761	868,031	860,435	936,480	971,780	8.84%	3.77%
Non-Departmental	13,074,599	12,733,580	12,929,964	12,876,593	13,627,484	-0.41%	5.83%
Police	11,197,089	11,706,000	11,824,450	11,488,346	13,375,470	-2.84%	16.43%
Community Services & Economic Dev.	585,223	604,300	599,693	624,198	685,388	4.09%	9.80%
Development Services	2,831,343	2,863,046	2,811,073	3,530,738	3,645,198	25.60%	3.24%
Human Services Program	-	-	-	201,902	659,109	N/A	226.45%
Parks, Recreation, Cultural Arts and Human Services	3,910,784	4,093,670	3,666,673	4,457,558	5,081,735	21.57%	14.00%
Public Works Administration	504,450	494,939	506,952	512,253	614,113	1.05%	19.88%
Facilities Maintenance	1,820,365	2,521,539	3,906,132	2,442,899	2,298,775	-37.46%	-5.90%
Engineering	2,307,584	2,602,131	2,618,208	2,748,932	2,845,336	4.99%	3.51%
Total Expenditures	\$ 40,941,156	\$ 42,707,465	\$ 44,173,387	\$ 44,470,870	\$ 48,704,967	0.67%	9.52%

PROPERTY TAX

Property taxes are the City's largest revenue source at \$15.4 million in 2022, or 35% 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 15.7% of property taxes paid by Edmonds property owners.

2021 Property Tax Rates by Jurisdiction



The City of Edmonds receives a relatively small percentage of a property owner's tax bill (11.2% for the regular tax levy). In comparison, the Edmonds School District and WA State Schools taken together account for 69.7% of the property tax bill.

2021 Property Tax Rate per \$1,000 of Assessed Value		
Government Agency	Tax Rate	% of Total
City of Edmonds	\$ 0.91	11.2%
Emergency Medical Service	0.36	4.4%
Total, City of Edmonds	1.26	15.7%
Port of Edmonds	0.06	0.7%
Snohomish County	0.64	7.9%
Sno-Isle Libraries	0.42	5.3%
Edmonds School District	2.80	34.7%
WA State Schools	2.83	35.0%
Hospital District	0.06	0.8%
Total	\$ 8.07	100.0%

DECISION PACKAGES

Department/Fund	DP#	Decision Package Description	Expenditure Budget
Mayor's Office	1	REDI Program Manager	155,677
Human Resources	2	VEBA Contribution for Nonrepresented Employees	22,200
	3	Part Time Office Help for Human Resources	3,983
	4	PD: Pre-Employment Medical Assessments	6,800
	5	PD Assessment Centers	15,000
Administrative Services			
Finance	6	Annual Increase to Attorney Contracts	35,300
	7	Adjustments to Non-Departmental Costs	74,689
Information Technology	8	Ongoing Software Maintenance	52,560
	9	Ongoing Hardware Maintenance	26,700
	10	Annual Hardware Replacement	149,500
Police Department	11	Establish PD Mid-Level Management Positions	266,385
	12	Snohomish Regional Drug Task Force Contribution	8,150
	13	Body Worn & Fleet Cameras & Digital Evidence Mgmt.	731,088
	14	Public Safety Marine Unit	73,150
	15	Create Police Dept Community Engagement Programs	73,500
	38	Police Campus Pedestrian Safety Perimeter	270,180
Community Services	16	Public Information Officer Increase from 0.5 to 1.0 FTE	69,000
	17	Hotel/Motel Tax Spending Authority (Fund 120)	100,900
	18	ARPA Local Fiscal Recovery Funds (Fund 142)	1,250,000
Development Services	19	Edmonds Climate Champions Series	20,000
	20	Rooftop solar grant program	150,000
Parks and Recreation	21	Human Services Division Budget	609,500
	22	Park Planning and Capital Project Manager	119,840
	23	ADA Transition Plan	120,000
	24	Recreation Operating Increase	138,835
	25	Park Maintenance Operating Increase	17,300
	26	Replacement Fleet Vehicle - Parks	70,000
	27	Lodging Tax Spending Authority (Fund 123)	28,200
	28	Gift Catalog Spending Authority (Fund 127)	27,180
	29	Tree Fund Spending Authority (Fund 143)	214,800

DECISION PACKAGES CONTINUED


Department/Fund	DP#	Decision Package Description	Expenditure Budget
Facilities	30	Facilities Building Maintenance Operator	84,000
	31	Facilities Custodian Overtime	1,500
	32	Facilities Supplies	13,000
	33	Facilities Condition Assessment	15,000
	34	Citywide Carpet Cleaning Service	45,000
	35	Facilities - Maintenance Vehicles	161,000
	36	Structural Repairs to Edmonds Historical Museum	10,000
	37	Ongoing Building Repairs and Maintenance	100,000
Engineering	39	Engineering - Baseline adjustments	5,700
	40	2022 Commute Trip Reduction	36,000
Street Fund	41	Traffic Control - Variable Message Boards	30,000
	42	Community Event Support - Overtime	20,000
Water Fund	43	Interfund Services for Utilities	28,200
	44	Water - Hydraulic Shoring Shield	10,000
	46	Phase 13 Waterline Replacement (2023)	486,661
	47	Yost & Seaview Reservoir Assessment	505,000
	48	Utility Rate and GFC adjustment and analysis	120,000
	49	2022 Waterline Replacement Overlays	175,000
	50	Phase 12 Waterline Replacement (2022)	2,159,412
Storm Fund	51	Community Event Support - Overtime	20,000
	52	Phase 4 Storm Maintenance Project (2023)	312,000
	53	Perrinville Creek Lower Restoration Project	550,000
	54	Lake Ballinger Regional Facility Design	300,000
	55	Edmonds Marsh Water Quality Improvements	190,000
	56	Stormwater Comprehensive Plan Update	300,000
	57	2022 Street Pavement Overlays	60,000
	58	Phase 3 Storm Maintenance Project (2022)	1,462,600
	59	Phase 2 Seaview Infiltration Facility	556,237
	60	Perrinville Creek Projects	121,542
	61	Green Street & Rain Gardens	400,000
Sewer Fund	62	Phase 10 Sanitary Sewer Replacement (2023)	336,074
	63	Citywide Cured-In-Place Sewer Pipe Phase 4	482,258
	64	2022 Sanitary Sewer Replacement Overlays	60,000
	65	Phase 9 Sewer Replacement (2022)	1,606,550
WWTP Fund	66	2022 O&M Staffing Plan	214,000
	67	2022 Carbon Recovery Project Costs	1,753,156
	68	2022 City Park Odor Scrubber	448,020
Equipment Rental	69	Operation cost increases - Fleet Management	10,500
	70	2022 Vehicle Replacements	485,000

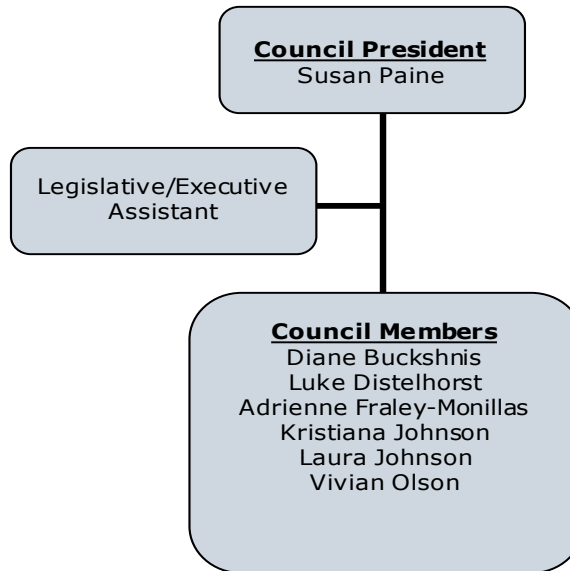
DECISION PACKAGES CONTINUED

Department/Fund	DP#	Decision Package Description	Expenditure Budget
Building Maintenance	45	Public Works Yard Repairs and Leveling	330,000
Capital Projects	71	Citywide Electric Vehicle Charging Network	260,000
	72	Solar Plant Renewal and Grant Application	230,000
	73	Painting of Buildings at Various Locations	230,000
	74	Repairs to Library West Deck	60,000
	75	Fleet Electric Vehicle Charging Infrastructure	90,000
Street Capital Projects	76	2022 Pavement Overlay Program	2,000,000
	77	Transportation Plan Update	185,000
	78	76th Ave. W Overlay from 196th to Olympic View Drive	1,663,723
	79	Citywide Improvements to Bicycle Transportation	1,562,390
	80	Stage 2 Hwy 99 Revitalization & Gateway Project	7,660,000
	81	Stage 3 Hwy 99 Revitalization & Gateway Project	640,000
	82	Stage 4 Hwy 99 Revitalization & Gateway Project	400,000
	83	76th Ave. W @ 220th St. SW Improvements	346,127
	84	84th Ave. W Overlay from 220th to 212th	5,780
	85	Citywide Pedestrian Crossing Enhancements	10,000
	86	SR-104 Traffic Signal Upgrades and Synchronization	150,000
	87	2022 Pedestrian Safety Program	20,185
	88	2022 Traffic Signal Upgrades	30,280
	89	Design Assistance for Concrete Crews	20,000
	93	Elm Way Walkway (8th Ave. S to 9th Ave. S)	901,780
	94	2022 Traffic Calming Program	15,130
	95	2022 Guardrail Program	20,180
Parks Capital Projects	90	Civic Park Construction (Fund 125 and 332)	10,121,292
	91	Yost Pool Repairs (Fund 125)	175,000
	92	Accessible Playground Upgrades (Fund 125)	175,000
	96	Land Acquisition Consulting Services (Fund 126)	45,000



This page is intentionally left blank.

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



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

Mission Statement

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

Purpose

The City Council is the legislative body that establishes City policy. The Council's legislative authority is established by Title 35 of the Revised Code of Washington Laws of Cities and Towns. Section 35A.11.020 of the Optional Municipal Code sets forth the powers vested in legislative bodies of non-charter code cities.

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

Budget Narrative


11 Salaries – Council and Executive Council Assistant
23 Benefits – Council and Executive Council Assistant

2022 Budget Changes

Annual adjustment for technology services

2022 Decision Packages

None


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

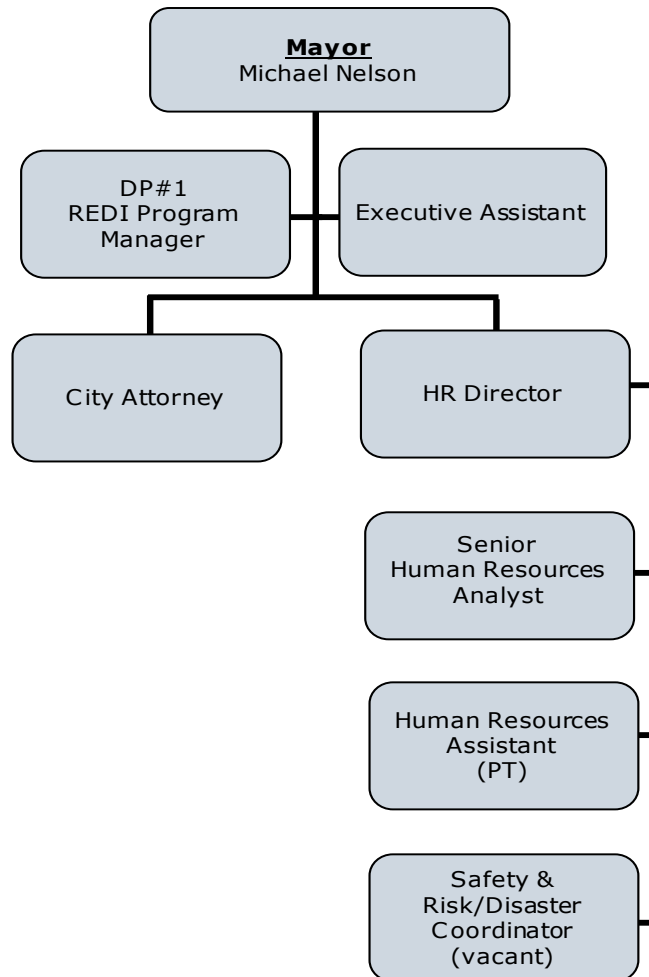
Description	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	22-21 Estimate	22-21 Estimate	22-21 Budget	22-21 Budget
Salaries	190,990	199,052	199,052	203,132	4,080	2%	4,080	2%
Overtime	-	1,000	1,000	1,000	-	0%	-	0%
Benefits	99,058	118,713	118,713	121,868	3,155	3%	3,155	3%
Supplies	1,841	2,000	2,000	2,000	-	0%	-	0%
Minor Equipment	590	-	-	-	N/A	N/A	N/A	N/A
Professional Services	4,263	62,160	62,160	62,160	-	0%	-	0%
Communications	8,984	3,000	3,000	3,000	-	0%	-	0%
Travel	587	6,700	6,700	6,700	-	0%	-	0%
Rental/Lease	527	490	490	490	-	0%	-	0%
Interfund Rental	11,802	11,878	11,878	12,050	172	1%	172	1%
Repair/Maintenance	645	500	500	500	-	0%	-	0%
Miscellaneous	1,286	26,985	26,985	25,000	(1,985)	-7%	(1,985)	-7%
	320,573	432,478	432,478	437,900	5,422	1%	5,422	1%

Note: The amounts in the column titled “2021 Budget”, on this page and all subsequent pages, refer to the City’s 2021 Amended Budget, not the City’s 2021 Adopted Budget.




This page is intentionally left blank.

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





This page is intentionally left blank.

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 and the City Attorney.

	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
Program	Actual	Budget	Estimate	Budget	22-21 Estimate	22-21 Estimate	22-21 Budget	22-21 Budget
Office of the Mayor	331,098	345,501	339,701	499,590	159,889	47%	154,089	45%
Human Resources	692,902	837,176	837,176	824,831	(12,345)	-1%	(12,345)	-1%
City Attorney	860,435	936,480	936,480	971,780	35,300	4%	35,300	4%
	1,884,435	2,119,157	2,113,357	2,296,201	182,844	9%	177,044	8%

	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
Description	Actual	Budget	Estimate	Budget	22-21 Estimate	22-21 Estimate	22-21 Budget	22-21 Budget
Salaries	579,899	616,560	616,560	741,822	125,262	20%	125,262	20%
Overtime	5,958	-	-	-	N/A	N/A	N/A	N/A
Benefits	227,215	239,673	239,673	255,763	16,090	7%	16,090	7%
Supplies	4,878	14,800	14,300	19,800	5,500	38%	5,000	34%
Small Equipment	8,732	300	300	300	-	0%	-	0%
Professional Svc	964,924	1,144,980	1,143,180	1,172,080	28,900	3%	27,100	2%
Communication	2,887	2,950	2,950	2,950	-	0%	-	0%
Travel	166	4,000	1,000	4,500	3,500	350%	500	13%
Rental/Lease	3,812	6,200	5,700	6,200	500	9%	-	0%
Intefund Rental	42,581	47,298	47,298	41,890	(5,408)	-11%	(5,408)	-11%
Repair/Maintenance	7,832	8,380	8,380	8,380	-	0%	-	0%
Miscellaneous	35,551	34,016	34,016	42,516	8,500	25%	8,500	25%
	1,884,435	2,119,157	2,113,357	2,296,201	182,844	9%	177,044	8%

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

Function

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

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

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

Budget Narrative

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

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

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

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

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

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


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

2022 Budget Changes


Annual adjustment for technology services

2022 Decision Packages

DP#	1	REDI Program Manager	155,677	Ongoing
DP#	2	VEBA Contribution for Non-represented Employees	600	One-Time
		Total	156,277	

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

Description	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	22-21 Estimate	22-21 Estimate	22-21 Budget	22-21 Budget
Salaries	223,427	229,512	229,512	343,523	114,011	50%	114,011	50%
Benefits	83,992	85,243	85,243	113,237	27,994	33%	27,994	33%
Supplies	938	1,500	1,000	6,500	5,500	550%	5,000	333%
Minor Equipment	4,396	-	-	-	N/A	N/A	N/A	N/A
Professional Services	633	3,000	1,200	3,000	1,800	150%	-	0%
Communications	1,462	1,400	1,400	1,400	-	0%	-	0%
Travel	166	3,000	-	3,500	3,500	N/A	500	17%
Rental/Lease	1,011	2,000	1,500	2,000	500	33%	-	0%
Interfund Rental	14,860	15,396	15,396	14,480	(916)	-6%	(916)	-6%
Miscellaneous	213	4,450	4,450	11,950	7,500	169%	7,500	169%
	331,098	345,501	339,701	499,590	159,889	47%	154,089	45%

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

Function

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

Budget Narrative

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

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

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

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

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

The travel budget funds Human Resources training and travel.

The advertising budget funds the cost of advertising for approved vacant positions through a variety of vendors (newspapers, online, professional associations, Craigslist, etc.).

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


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

The miscellaneous budget covers employee awards, safety and wellness, disaster supplies, tuition reimbursement and professional membership expenses.

CIVIL SERVICE

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

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

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


2022 Budget Changes

Annual adjustment for technology services

2022 Decision Packages

DP#	2	VEBA Contribution for Nonrepresented Employees	1,800	One-Time
DP#	3	Part Time Office Help for Human Resources	3,983	Ongoing
DP#	4	PD: Pre-Employment Medical Assessments	6,800	One-Time
DP#	5	PD Assessment Centers	15,000	One-Time
Total			27,583	

	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
Description	Actual	Budget	Estimate	Budget	22-21 Estimate	22-21 Estimate	22-21 Budget	22-21 Budget
Salaries	356,472	387,048	387,048	398,299	11,251	3%	11,251	3%
Overtime	5,958	-	-	-	N/A	N/A	N/A	N/A
Benefits	143,223	154,430	154,430	142,526	(11,904)	-8%	(11,904)	-8%
Supplies	3,940	12,300	12,300	12,300	-	0%	-	0%
Minor Equipment	4,336	300	300	300	-	0%	-	0%
Professional Services	81,974	192,000	192,000	162,000	(30,000)	-16%	(30,000)	-16%
Communications	1,425	1,550	1,550	1,550	-	0%	-	0%
Travel	-	1,000	1,000	1,000	-	0%	-	0%
Rental/Lease	2,801	4,200	4,200	4,200	-	0%	-	0%
Interfund Rental	27,721	31,902	31,902	27,410	(4,492)	-14%	(4,492)	-14%
Repair/Maintenance	7,832	8,380	8,380	8,380	-	0%	-	0%
Miscellaneous	34,529	25,886	25,886	26,886	1,000	4%	1,000	4%
	670,211	818,996	818,996	784,851	(34,145)	-4%	(34,145)	-4%
Civil Service								
Professional Svc	21,882	13,000	13,000	34,800	21,800	168%	21,800	168%
Miscellaneous	809	180	180	180	-	0%	-	0%
	22,691	13,180	13,180	34,980	21,800	165%	21,800	165%
Disaster Preparedness								
Supplies	-	1,000	1,000	1,000	-	0.00%	-	0%
Travel	-	500	500	500	-	0%	-	0%
Miscellaneous	-	3,500	3,500	3,500	-	0%	-	0%
	-	5,000	5,000	5,000	-	0%	-	0%
	692,902	837,176	837,176	824,831	(12,345)	-1%	(12,345)	-1%

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.

2022 Budget Changes


None

2022 Decision Packages

DP#	6	Annual Increase to Attorney Contracts	35,300	Ongoing
		Total	35,300	

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

	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	22-21	22-21	22-21	22-21
Description	Actual	Budget	Estimate	Budget	Estimate	Estimate	Budget	Budget
Prof Svc - City Atty	604,333	621,420	621,420	647,420	26,000	4%	26,000	4%
Prof Serv - Misc Legal	1,102	5,000	5,000	5,000	-	0%	-	0%
Prof Serv - Prosecutor	255,000	310,060	310,060	319,360	9,300	3%	9,300	3%
	860,435	936,480	936,480	971,780	35,300	4%	35,300	4%


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

Function

In accordance with Ordinance No. 2715, Fund 138 titled Sister City Commission was established on June 30, 1989. Further, in accordance with ordinance, Section 10.60.040 private revenues and expenditures donated for the purpose of hosting are segregated from public revenues and expenditures.

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

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


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

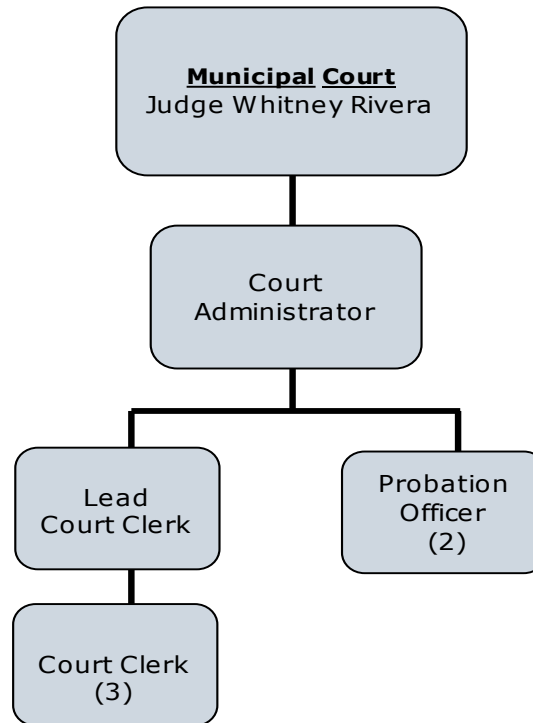
Description	2020 Actual	2021 Budget	2021 Estimate	2022 Budget	\$ Change 22-21 Estimate	% Change 22-21 Estimate	\$ Change 22-21 Budget	% Change 22-21 Budget
Program 100 -Public								
Beginning Balance	8,186	8,378	8,378	8,378	-	0%	-	0%
<u>Revenue</u>								
Investment Interest	203	100	-	230	230	N/A	130	130%
Interfund Transfer	-	5,000	-	5,000	5,000	N/A	-	0%
Total Revenues	203	5,100	-	5,230	5,230	N/A	130	3%
<u>Expenditure</u>								
Supplies	11	1,000	-	1,000	1,000	N/A	-	0%
Travel	-	1,000	-	1,000	1,000	N/A	-	0%
Miscellaneous	-	4,900	-	4,900	4,900	N/A	-	0%
Total Expenditures	11	6,900	-	6,900	6,900	N/A	-	0%
Ending Balance	8,378	6,578	8,378	6,708	(1,670)	-20%	130	2%


Description	2020 Actual	2021 Budget	2021 Estimate	2022 Budget	\$ Change 22-21 Estimate	% Change 22-21 Estimate	\$ Change 22-21 Budget	% Change 22-21 Budget
Program 200 - Private								
Beginning Balance	1,942	1,984	1,984	1,984	-	0%	-	0%
<u>Revenue</u>								
Investment Interest	42	20	-	60	60	N/A	40	200%
Contributions	-	5,000	-	5,000	5,000	N/A	-	0%
Total Revenues	42	5,020	-	5,060	5,060	N/A	40	1%
<u>Expenditure</u>								
Supplies	-	500	-	500	500	N/A	-	0%
Student Trip	-	3,500	-	3,500	3,500	N/A	-	0%
Miscellaneous	-	1,000	-	1,000	1,000	N/A	-	0%
Total Expenditures	-	5,000	-	5,000	5,000	N/A	-	0%
Ending Balance	1,984	2,004	1,984	2,044	60	3%	40	2%



This page is intentionally left blank.

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, two probation officers, one lead court clerk, and three FTE court clerk positions.


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

2022 Budget Changes

Annual adjustment for technology services

2022 Decision Packages

DP#	2	VEBA Contribution for Nonrepresented Employees	600	One-Time
		Total	600	


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

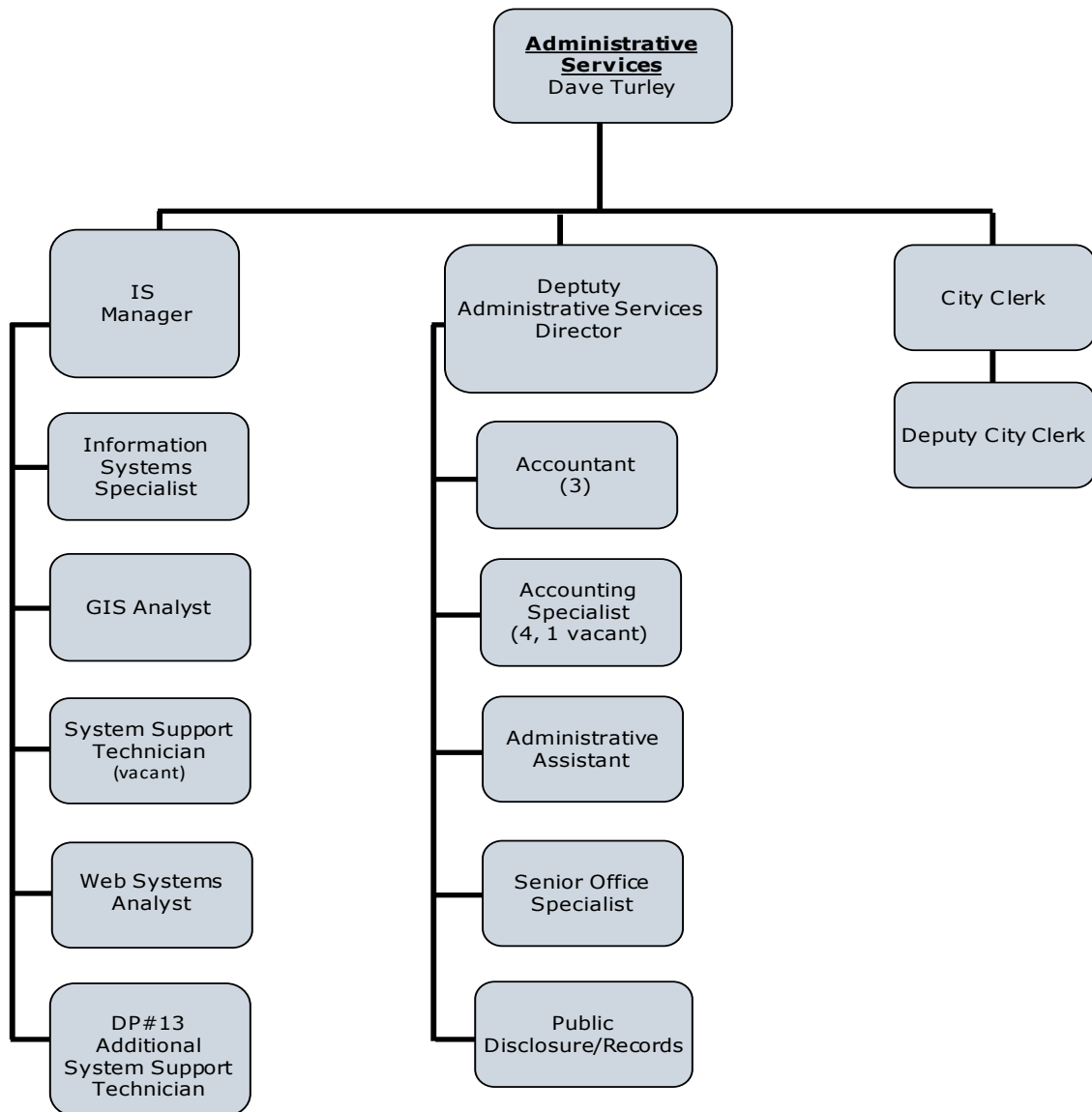
	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
Description	Actual	Budget	Estimate	Budget	22-21 Estimate	22-21 Estimate	22-21 Budget	22-21 Budget
Court								
Salaries	463,735	481,758	481,758	476,759	(4,999)	-1%	(4,999)	-1%
Overtime	11,565	500	500	500	-	0%	-	0%
Benefits	164,945	176,863	176,863	154,879	(21,984)	-12%	(21,984)	-12%
Supplies	4,558	5,600	5,600	5,600	-	0%	-	0%
Minor Equipment	12,943	900	900	900	-	0%	-	0%
Professional Services	66,740	116,925	116,925	116,925	-	0%	-	0%
Communications	2,767	2,600	2,600	2,600	-	0%	-	0%
Travel	-	5,000	5,000	5,000	-	0%	-	0%
Rental/Lease	2,551	2,300	2,300	2,300	-	0%	-	0%
Interfund Rental	65,147	67,882	67,882	61,140	(6,742)	-10%	(6,742)	-10%
Repair/Maintenance	7,896	3,600	3,600	3,600	-	0%	-	0%
Miscellaneous	16,817	24,600	24,600	24,600	-	0%	-	0%
Equipment	-	23,120	23,120	-	(23,120)	-100%	(23,120)	-100%
	819,664	911,648	911,648	854,803	(56,845)	-6%	(56,845)	-6%

	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
Description	Actual	Budget	Estimate	Budget	22-21 Estimate	22-21 Estimate	22-21 Budget	22-21 Budget
Probation								
Salaries	170,059	169,409	169,409	168,039	(1,370)	-1%	(1,370)	-1%
Overtime	4,449	300	300	300	-	0%	-	0%
Benefits	66,411	66,996	66,996	62,775	(4,221)	-6%	(4,221)	-6%
Supplies	6,206	5,000	5,000	5,000	-	0%	-	0%
Minor Equipment	1,518	100	100	100	-	0%	-	0%
Professional Services	3,493	8,000	8,000	8,000	-	0%	-	0%
Communications	-	950	950	950	-	0%	-	0%
Travel	37	1,500	1,500	1,500	-	0%	-	0%
Rental/Lease	-	500	500	500	-	0%	-	0%
Repair/Maintenance	-	1,280	1,280	1,280	-	0%	-	0%
Miscellaneous	418	500	500	500	-	0%	-	0%
	252,591	254,535	254,535	248,944	(5,591)	-2%	(5,591)	-2%
	1,072,255	1,166,183	1,166,183	1,103,747	(62,436)	-5%	(62,436)	-5%




This page is intentionally left blank

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





This page is intentionally left blank.

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

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 budgeting, financial reporting, payroll, accounts payable, accounts receivable, auditing, investing, and utility billing. This office also issues all business and specialty licensing and parking permits, provides access to public records, and provides citywide receptionist services, citywide mail/postage services, photocopy services, and purchasing services.

Budget Narrative

The Salary and Benefit budget includes the Administrative Services Director, a Deputy Administrative Services Director, three Accountants, four Accounting Specialists, an Administrative Assistant, a Senior Office Specialist and a Public Disclosure/Records clerk.


2022 Budget Changes

Annual adjustment for technology services

2022 Decision Packages

DP#	2	VEBA Contribution for Nonrepresented Employees	600	One-Time
Total			600	

Description	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	22-21 Estimate	22-21 Estimate	22-21 Budget	22-21 Budget
Salaries	929,623	743,908	743,908	1,085,757	341,849	46%	341,849	46%
Overtime	-	4,500	4,500	4,500	-	0%	-	0%
Benefits	260,112	240,564	240,564	329,083	88,519	37%	88,519	37%
Supplies	5,902	7,350	7,350	7,350	-	0%	-	0%
Minor Equipment	66	2,650	2,650	2,650	-	0%	-	0%
Professional Services	1,519	9,300	9,300	9,300	-	0%	-	0%
Communications	857	2,000	2,000	2,000	-	0%	-	0%
Travel	-	3,100	3,100	5,600	2,500	81%	2,500	81%
Rental/Lease	11,817	3,300	3,300	3,300	-	0%	-	0%
Interfund Rental	46,748	51,876	51,876	45,870	(6,006)	-12%	(6,006)	-12%
Repair/Maintenance	43,963	41,480	41,480	44,810	3,330	8%	3,330	8%
Miscellaneous	5,581	8,350	8,350	9,000	650	8%	650	8%
	1,306,188	1,118,378	1,118,378	1,549,220	430,842	39%	430,842	39%

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

Function

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

Budget Narrative


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

2022 Budget Changes


Annual adjustment for technology services

2022 Decision Packages

None

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

Description	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	22-21 Estimate	22-21 Estimate	22-21 Budget	22-21 Budget
Salaries	399,460	397,226	397,226	210,816	(186,410)	-47%	(186,410)	-47%
Benefits	163,468	169,669	169,669	84,775	(84,894)	-50%	(84,894)	-50%
Supplies	3,606	7,000	7,000	3,000	(4,000)	-57%	(4,000)	-57%
Minor Equipment	2,682	-	-	-	N/A	N/A	N/A	N/A
Professional Services	26,493	34,200	34,200	34,200	-	0%	-	0%
Communications	21,710	33,000	33,000	33,000	-	0%	-	0%
Travel	6	1,980	1,980	1,500	(480)	-24%	(480)	-24%
Rental/Lease	7,660	16,000	16,000	16,000	-	0%	-	0%
Interfund Rental	43,850	39,980	39,980	46,000	6,020	15%	6,020	15%
Repair/Maintenance	50,957	48,000	48,000	48,000	-	0%	-	0%
Miscellaneous	6,899	10,000	10,000	8,000	(2,000)	-20%	(2,000)	-20%
	726,791	757,055	757,055	485,291	(271,764)	-36%	(271,764)	-36%

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

Function

The Non-Departmental division is used to segregate 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.

2022 Budget Changes


Annual adjustment for the debt service allocation and WCIA insurance rates

2022 Decision Packages

DP#	7	Adjustments to Non-Departmental Costs	74,689	Ongoing
DP#	76	2022 Pavement Overlay Program	<u>500,000</u>	One-Time
		Total	574,689	

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

Description	2020 Actual	2021 Budget	2021 Estimate	2022 Budget	\$ Change 22-21	% Change 22-21	\$ Change 22-21	% Change 22-21
					Estimate	Estimate	Budget	Budget
Public Defender	355,975	390,000	390,000	390,000	-	0%	-	0%
Miscellaneous Memberships	68,169	80,344	80,344	80,344	-	0%	-	0%
Professional Services	26,472	-	-	-	N/A	N/A	N/A	N/A
State Auditor Fees	37,821	33,940	33,940	33,940	-	0%	-	0%
Excise Taxes	15,907	6,500	6,500	16,500	10,000	154%	10,000	154%
Election Costs	7,492	15,000	15,000	20,000	5,000	33%	5,000	33%
Voter Registration	52,880	-	-	70,000	70,000	N/A	70,000	N/A
Pension & Other Benefits	15,000	25,000	25,000	25,000	-	0%	-	0%
Premium Benefits	-	-	-	14,560	14,560	N/A	14,560	N/A
Reimbursement Benefits	-	-	-	10,000	10,000	N/A	10,000	N/A
Pension & Other Benefits	-	-	-	70,944	70,944	N/A	70,944	N/A
Professional Services	-	-	-	1,200	1,200	N/A	1,200	N/A
Salaries	-	101,750	101,750	101,750	-	0%	-	0%
Unemployment Compensation	15,922	25,000	25,000	25,000	-	0%	-	0%
Miscellaneous-Smart Commuter Grant	-	1,000	1,000	1,000	-	0%	-	0%
Miscellaneous	21,842	-	-	-	N/A	N/A	N/A	N/A
COMMUNITY RELIEF FUNDS	209,851	-	-	-	N/A	N/A	N/A	N/A
Liability & Property Ins.	393,746	403,973	403,973	375,539	(28,434)	-7%	(28,434)	-7%
Professional Services	6,466	-	-	-	N/A	N/A	N/A	N/A
Hydrant Costs	148,241	-	-	-	N/A	N/A	N/A	N/A
Interfund Rental - IT	10,249	1,366	1,366	9,660	8,294	607%	8,294	607%
Fire District Contract	8,182,808	8,502,499	8,502,499	8,502,499	-	0%	-	0%
Ambulance Fees	55,752	64,000	64,000	64,000	-	0%	-	0%
Prisoner Care Supplies	5,151	5,000	5,000	5,000	-	0%	-	0%
Prisoner Care Professional Services	38,786	7,350	7,350	7,350	-	0%	-	0%
Prisoner Care Intergovernmental	534,046	1,050,000	1,050,000	1,050,000	-	0%	-	0%
ESCA / SERS	59,460	56,358	56,358	56,358	-	0%	-	0%
Snocom/New World	885,635	932,248	932,248	1,001,937	69,689	7%	69,689	7%
Rental/Lease	5,012	5,000	5,000	5,000	-	0%	-	0%
P S Clean Air Agency	37,023	36,210	36,210	36,210	-	0%	-	0%
Saving Salmon Club	3,659	5,000	5,000	5,000	-	0%	-	0%
Edmonds Chamber Contribution	10,000	10,000	10,000	-	(10,000)	-100%	(10,000)	-100%
Intergovernmental Services	20,615	20,445	20,445	20,445	-	0%	-	0%
Homeless Services	40,244	-	-	54,000	54,000	N/A	54,000	N/A
Alcoholism Intergovtl Svc	12,098	10,000	10,000	10,000	-	0%	-	0%
Senior Center	75,000	50,000	50,000	50,000	-	0%	-	0%
ECA Contingency Reserve	75,000	50,000	50,000	-	(50,000)	-100%	(50,000)	-100%
Intergovernmental Services	27	-	-	-	N/A	N/A	N/A	N/A
Chase Ltgo Bond Principal	53,840	54,530	54,530	55,170	640	1%	640	1%
2019 Civic Park Go Bond-Principal	110,000	-	-	-	N/A	N/A	N/A	N/A
Chase Ltgo Bond - Interest	6,598	5,700	5,700	4,790	(910)	-16%	(910)	-16%
Otr Interest And Debt Service Costs	212	500	500	500	-	0%	-	0%
Bond Payment Placeholder	-	-	-	268,788	268,788	N/A	268,788	N/A
2019 Civic Park Go Bond-Interest	125,974	-	-	-	N/A	N/A	N/A	N/A
Transfer To Fund 009	425,000	300,000	300,000	225,000	(75,000)	-25%	(75,000)	-25%
Transfer to Fund 014	5,000	5,000	5,000	-	(5,000)	-100%	(5,000)	-100%
Transfer to Fund 231	166,868	167,880	167,880	-	(167,880)	-100%	(167,880)	-100%
Transfer to Fund 130	-	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	210,123	-	-	500,000	500,000	N/A	500,000	N/A
Transfer To Fund 138	-	5,000	-	5,000	5,000	N/A	-	0%
Transfer To Fund 117	-	15,000	15,000	15,000	-	0%	-	0%
	12,929,964	12,881,593	12,876,593	13,627,484	750,891	6%	745,891	6%

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


Function

This fund was created in 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.

	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
Description	Actual	Budget	Estimate	Budget	22-21 Estimate	22-21 Estimate	22-21 Budget	22-21 Budget
Beginning Balance	355,875	537,177	537,177	370,037	(167,140)	-31%	(167,140)	-31%
<u>Revenue</u>								
Interfund Transfer In	425,000	300,000	300,000	225,000	(75,000)	-25%	(75,000)	-25%
Total Revenue	425,000	300,000	300,000	225,000	(75,000)	-25%	(75,000)	-25%
<u>Expenditure</u>								
Medical Benefits	143,716	206,650	206,650	-	(206,650)	-100%	(206,650)	-100%
Long Term Care Benefit	94,189	252,990	252,990	252,990	-	0%	-	0%
Professional Services	5,793	7,000	7,000	7,000	-	0%	-	0%
Miscellaneous	-	500	500	500	-	0%	-	0%
Total Expenditure	243,698	467,140	467,140	260,490	(206,650)	-44%	(206,650)	-44%
Ending Balance	537,177	370,037	370,037	334,547	(35,490)	-10%	(35,490)	-10%


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

Function

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

This Policy defined funding levels for a committed Fund Balance Reserve to be called the Contingent Reserve Fund. The primary purpose of the reserve is for meeting emergencies of the City and, secondarily, if the General Fund Operating Reserve have been exhausted, the Contingent Reserve Fund can be use in times of economic uncertainties, and for unanticipated expenses or revenue shortfalls. The target balance of the Reserve shall 1) not exceed the limitations set forth by RCW 35A.33.145, which sets the statutory maximum at \$0.375 per \$1,000 of assessed valuation and 2) when combined with the General Fund Operating Reserve, the two fund balance reserves shall not exceed 20% of the General Fund's Adopted Annual Operating Expenditure Budget. In other words, if the General Fund Operating Reserve balance equals 16% of operating budget, then the Contingent Reserve Fund balance cannot exceed 4% of the operating budget. It further requires a simple majority vote of Council with a statement declaring the reason for their use.


Description	2020 Actual	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
		Budget	Estimate	Budget	22-21	22-21	22-21	22-21
					Estimate	Estimate	Budget	Budget
Beginning Balance	1,782,150	1,782,150	1,782,150	1,784,770	2,620	0%	2,620	0%
<u>Revenue</u>								
Investment Interest	-	2,620	2,620	-	(2,620)	-100%	(2,620)	-100%
Total Revenue	-	2,620	2,620	-	(2,620)	-100%	(2,620)	-100%
<u>Expenditures</u>								
Total Expenditures	-	-	-	-	N/A	N/A	N/A	N/A
Ending Balance	1,782,150	1,784,770	1,784,770	1,784,770	-	0%	-	0%

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

Function

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


Description	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	22-21 Estimate	22-21 Estimate	22-21 Budget	22-21 Budget
Beginning Balance	86,843	81,998	81,998	80,358	(1,640)	-2%	(1,640)	-2%
<u>Revenue</u>								
Employee Parking Permits	18,652	24,000	24,000	24,000	-	0%	-	0%
Investment Interest	2,235	1,240	1,240	2,540	1,300	105%	1,300	105%
Total Revenue	20,887	25,240	25,240	26,540	1,300	5%	1,300	5%
<u>Expenditures</u>								
Supplies	632	1,790	1,790	1,790	-	0%	-	0%
Professional Services	25,100	25,090	25,090	25,090	-	0%	-	0%
Total Expenditures	25,732	26,880	26,880	26,880	-	0%	-	0%
Ending Balance	81,998	80,358	80,358	80,018	(340)	0%	(340)	0%

Fund:	Affordable and Supportive Housing		Fund #:	141
Department:	Administrative Services		Department #:	39
Cost Center	Affordable and Supportive Housing		Cost Center #:	N/A

Function

On September 3rd, 2019 the Edmonds City Council approved Ordinance 4159 adopting HB 1406, which was passed by the Washington State Legislature as a way to address affordable housing. The Bill, which has been incorporated into Chapter 82.14 RCW, authorizes participating cities to receive a small portion of the state's sales tax revenue for certain housing purposes. This money may be used for acquiring, rehabilitating, or constructing affordable housing; operations and maintenance of new affordable or supportive housing facilities; and rental housing assistance.

Description	2020 Actual	2021 Budget	2021 Estimate	2022 Budget	\$ Change 22-21 Estimate	% Change 22-21 Estimate	\$ Change 22-21 Budget	% Change 22-21 Budget
Beginning Balance	112	78,441	78,441	143,441	65,000	83%	65,000	83%
<u>Revenue</u>								
Housing & Related Services Sales Tax	72,434	65,000	65,000	65,000	-	0%	-	0%
Miscellaneous Revenue	5,895	-	-	-	N/A	N/A	N/A	N/A
Total Revenues	78,329	65,000	65,000	65,000	-	0%	-	0%
<u>Expenditures</u>								
Total Expenditures	-	-	-	-	N/A	N/A	N/A	N/A
Ending Balance	78,441	143,441	143,441	208,441	65,000	45%	65,000	45%

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


Function

On July 20, 2021 the Edmonds City Council approved Ordinance 4229 creating the Edmonds Rescue Plan Fund which accepts \$11,893,099 in federal ARPA funds, received in two equal tranches in June 2021 and the second one year later, and authorizes expenditure of those funds through 2026 in six accounts: City expenditures; household support; business support; nonprofit organization support; job retraining programs; and city green infrastructure.

2022 Decision Packages

DP# 18 ARPA Local Fiscal Recovery Funds	1,250,000	One-Time
Total	1,250,000	

Description	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	22-21 Estimate	22-21 Estimate	22-21 Budget	22-21 Budget
Beginning Balance	-	-	-	-	N/A	N/A	N/A	N/A
<u>Revenue</u>								
Covid-19 Non-Grant	217,000	-	-	-	N/A	N/A	N/A	N/A
Coronavirus Relief Fund	1,558,500	5,946,550	-	4,856,549	4,856,549	N/A	(1,090,001)	-18%
Total Revenues	1,775,500	5,946,550	-	4,856,549	4,856,549	N/A	(1,090,001)	-18%
<u>Expenditures</u>								
Professional Services	1,775,500	5,946,550	-	1,250,000	1,250,000	N/A	(4,696,550)	-79%
Total Expenditures	1,775,500	5,946,550	-	1,250,000	1,250,000	N/A	(4,696,550)	-79%
Ending Balance	-	-	-	3,606,549	3,606,549	N/A	3,606,549	N/A

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


Function

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

2022 Budget Changes

Annual adjustment for debt service allocation

Description	2020 Actual	2021 Budget	2021 Estimate	2022 Budget	\$ Change 22-21 Estimate	% Change 22-21 Estimate	\$ Change 22-21 Budget	% Change 22-21 Budget
Beginning Balance	-	-	-	-	N/A	N/A	N/A	N/A
<u>Revenue</u>								
Other Misc Revenue (PFD)	435,593	453,100	453,100	471,100	18,000	4%	18,000	4%
Transfer In From 001	166,868	167,880	167,880	-	(167,880)	-100%	(167,880)	-100%
Transfer In From 126	135,925	138,730	138,720	140,270	1,550	1%	1,540	1%
Total Revenues	738,386	759,710	759,700	611,370	(148,330)	-20%	(148,340)	-20%
<u>Expenditure</u>								
Bond Principal	643,802	677,990	677,990	550,000	(127,990)	-19%	(127,990)	-19%
Bond Interest	94,584	81,710	81,710	61,370	(20,340)	-25%	(20,340)	-25%
Total Expenditures	738,386	759,700	759,700	611,370	(148,330)	-20%	(148,330)	-20%
Ending Balance	-	10	-	-	N/A	N/A	(10)	-100%

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

Function

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

Budget Narrative


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

2022 Budget Changes

Annual adjustment for interfund rental

2022 Decision Packages


DP#	2	VEBA Contribution for Nonrepresented Employees	600	One-Time
DP#	8	Ongoing Software Maintenance	52,560	Ongoing
DP#	9	Ongoing Hardware Maintenance	26,700	Ongoing
DP#	10	Annual Hardware Replacement	149,500	One-Time
DP#	13	Body Worn & Fleet Cameras & Digital Evidence Mgmt.	93,452	Ongoing
Total			322,812	

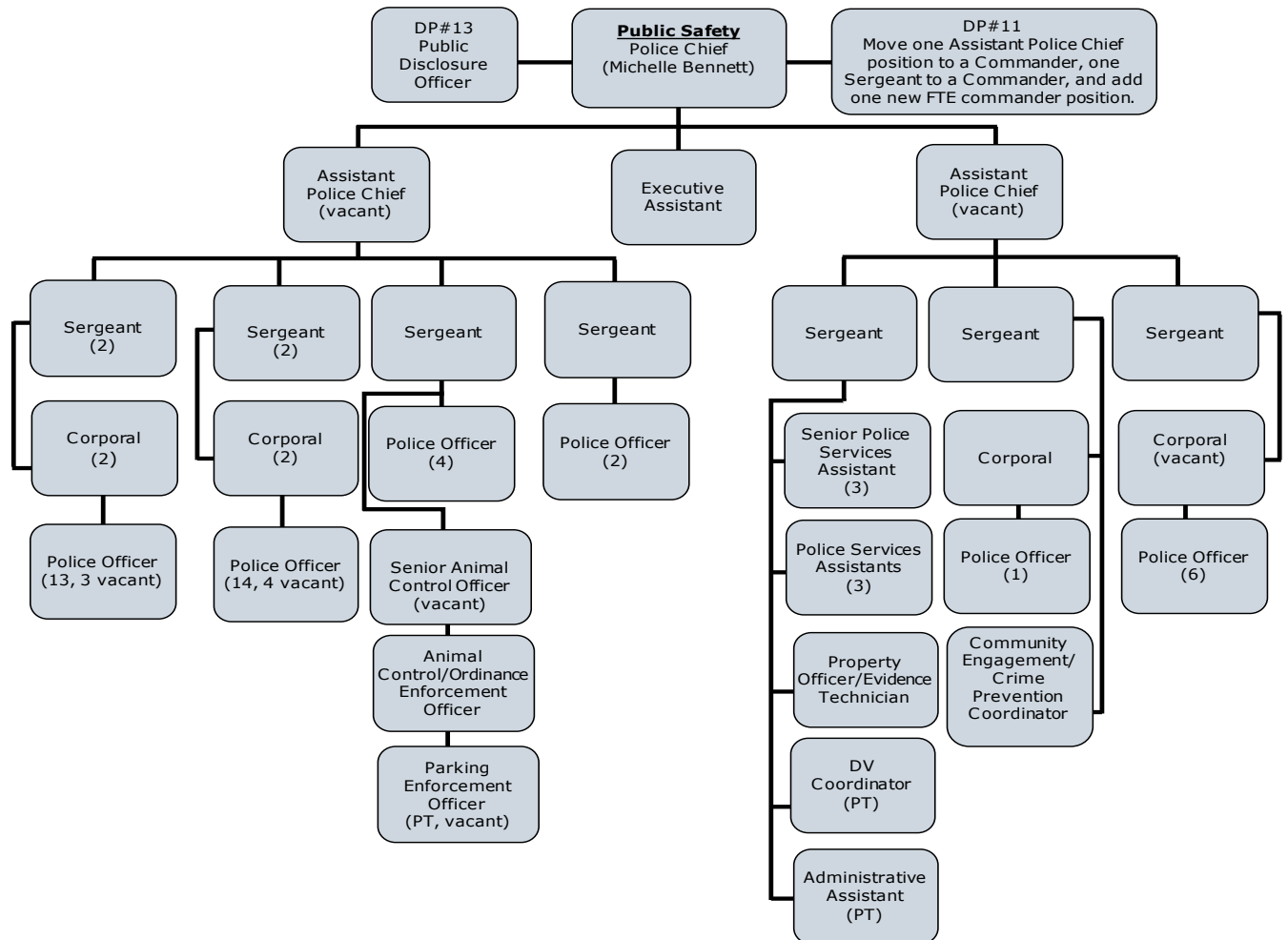
Fund:	Technology Rental Fund		Fund #:	512
Department:	Administrative Services		Department #:	31
Cost Center	Technology Rental Fund		Cost Center #:	N/A


	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
Description	Actual	Budget	Estimate	Budget	22-21 Estimate	22-21 Estimate	22-21 Budget	22-21 Budget
Beginning Balance	786,799	850,625	850,623	797,594	(53,029)	-6%	(53,031)	-6%
<u>Revenue</u>								
Grants	69,626	-	-	-	N/A	N/A	N/A	N/A
IT Services A Fund	1,030,584	1,038,760	1,038,760	984,580	(54,180)	-5%	(54,180)	-5%
Fiber Services	17,102	16,400	16,400	16,400	-	0%	-	0%
Investment Interest	13,742	5,700	5,700	16,700	11,000	193%	11,000	193%
Rental Charge B Fund	144,020	144,020	144,020	135,890	(8,130)	-6%	(8,130)	-6%
Total Revenue	1,275,074	1,204,880	1,204,880	1,153,570	(51,310)	-4%	(51,310)	-4%
<u>Expenditures</u>								
Depreciation	47,313	-	-	-	N/A	N/A	N/A	N/A
Salaries and Wages	308,319	379,162	379,162	442,074	62,912	17%	62,912	17%
Overtime	165	2,000	2,000	2,000	-	0%	-	0%
Benefits	208,443	127,657	127,657	159,538	31,881	25%	31,881	25%
Supplies	9,580	5,000	5,000	5,000	-	0%	-	0%
Small Equipment	123,180	141,300	141,300	266,300	125,000	88%	125,000	88%
Professional Services	73,569	171,460	171,460	61,860	(109,600)	-64%	(109,600)	-64%
Communications	61,351	58,770	58,770	58,770	-	0%	-	0%
Travel	-	1,500	1,500	1,500	-	0%	-	0%
Rental Lease	2,781	3,000	3,000	3,000	-	0%	-	0%
Interfund Rental	4,490	4,400	4,400	4,460	60	1%	60	1%
Repairs and Maintenance	360,311	302,660	302,660	381,920	79,260	26%	79,260	26%
Miscellaneous	11,748	5,000	5,000	5,000	-	0%	-	0%
Equipment	-	56,000	56,000	56,000	-	0%	-	0%
Total Expenditures	1,211,250	1,257,909	1,257,909	1,447,422	189,513	15%	189,513	15%
Ending Balance	850,623	797,596	797,594	503,742	(293,852)	-37%	(293,854)	-37%



This page is intentionally left blank.

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 residents and the community safe from violence and crime.

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

	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
Program	Actual	Budget	Estimate	Budget	22-21	22-21	22-21	22-21
Administration	1,478,449	1,558,938	1,610,434	1,707,063	96,629	6%	148,125	10%
Records Management	752,892	791,789	838,258	945,870	107,612	13%	154,081	19%
Investigation	1,328,256	1,410,244	1,274,285	1,512,325	238,040	19%	102,081	7%
Patrol	6,775,516	6,333,880	6,049,169	6,901,444	852,275	14%	567,564	9%
Special Operations	18,058	21,960	30,730	23,780	(6,950)	-23%	1,820	8%
K-9 Unit	343,449	377,614	234,470	351,397	116,927	50%	(26,217)	-7%
Crime Prevention	1,329	279,748	114,517	161,269	46,752	41%	(118,479)	-42%
Training	329,921	383,689	509,065	548,584	39,519	8%	164,895	43%
Ordinance Enforcement	290,385	300,240	302,781	346,332	43,551	14%	46,092	15%
Traffic	383,525	647,049	393,058	747,758	354,700	90%	100,709	16%
Property Management	122,670	111,920	131,579	129,648	(1,931)	-1%	17,728	16%
	11,824,450	12,217,071	11,488,346	13,375,470	1,887,124	16%	1,158,399	9%

	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
Description	Actual	Budget	Estimate	Budget	22-21	22-21	22-21	22-21
Salaries	6,888,108	7,406,813	6,849,627	7,867,231	1,017,604	15%	460,418	6%
Overtime	562,395	461,280	566,850	562,280	(4,570)	-1%	101,000	22%
Holiday Buyback	233,372	281,329	226,915	294,001	67,086	30%	12,672	5%
Benefits	2,763,372	2,900,495	2,734,080	2,886,950	152,870	6%	(13,545)	0%
Uniforms	67,012	78,926	61,222	107,926	46,704	76%	29,000	37%
Supplies	81,656	90,500	87,628	121,000	33,372	38%	30,500	34%
Fuel Consumed	-	-	375	-	(375)	-100%	N/A	N/A
Small Equipment	121,089	78,953	80,362	160,569	80,207	100%	81,616	103%
Professional Services	199,767	126,220	110,079	307,873	197,794	180%	181,653	144%
Communications	43,019	36,000	40,106	39,000	(1,106)	-3%	3,000	8%
Travel	7,933	29,310	30,222	29,310	(912)	-3%	-	0%
Rental/Lease	86,866	48,780	45,780	105,750	59,970	131%	56,970	117%
Interfund Rental	732,784	602,935	602,935	805,550	202,615	34%	202,615	34%
Repair/Maintenance	5,685	15,180	7,175	16,180	9,005	126%	1,000	7%
Miscellaneous	31,392	60,350	44,990	71,850	26,860	60%	11,500	19%
	11,824,450	12,217,071	11,488,346	13,375,470	1,887,124	16%	1,158,399	9%

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	\$900 uniform allowance for each commissioned (x4) employee and miscellaneous uniform costs.
Supplies	Paper, printing letterhead and business cards, citizen and employee awards, and office supplies for department.
Small Equipment	Computer accessories, replacement of broken furniture.
Professional Services	Medical and psychological fit-for-duty exams; pre-hire polygraphs, credit checks and medical/psychological exams; accreditation fees; chaplain fees; shredding service; transcription for internal affairs investigations.
Communications	Shipping for evidence, documents and equipment. Fees associated with all department cellular phones, iPads, and computer air cards.
Travel	Attendance at Snohomish County Sheriff and Police Chief Association meetings.
Advertising	Unclaimed property/surplus property sales.
Rental/Lease	Copier leases and per copy charges.
Interfund Rental	Covers rental and maintenance/fuel for vehicles for the Chief, two Assistant Chiefs, and a shared staff vehicle.
Repair/Maintenance	Repair and maintenance of building security system, office equipment and furniture.
Miscellaneous	Credit card merchant fees, and WASPC, IACP and FBINAA memberships.

2022 Budget Changes


Annual adjustment for technology services and interfund rental

2022 Decision Packages

DP#	2	VEBA Contribution for Nonrepresented Employees	600	One-Time
DP#	11	Establish PD Mid-Level Management Positions	266,385	Ongoing
DP#	12	Snohomish Regional Drug Task Force Contribution	8,150	Ongoing
Total			275,135	

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

Description	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	22-21 Estimate	22-21 Estimate	22-21 Budget	22-21 Budget
Salaries	647,221	785,727	836,276	884,271	47,995	6%	98,544	13%
Overtime	6,933	3,280	8,100	59,280	51,180	632%	56,000	1707%
Holiday Buyback	11,255	5,814	13,732	6,017	(7,715)	-56%	203	3%
Benefits	214,301	254,552	237,186	270,105	32,919	14%	15,553	6%
Uniforms	5,139	5,900	5,900	13,900	8,000	136%	8,000	136%
Supplies	12,145	13,000	12,000	13,000	1,000	8%	-	0%
Fuel Consumed	-	-	375	-	(375)	-100%	N/A	N/A
Minor Equipment	2,694	500	500	2,500	2,000	400%	2,000	400%
Professional Services	119,579	25,130	29,404	33,280	3,876	13%	8,150	32%
Communications	43,008	34,000	39,356	37,000	(2,356)	-6%	3,000	9%
Travel	-	180	100	180	80	80%	-	0%
Rental/Lease	11,526	18,000	15,000	15,000	-	0%	(3,000)	-17%
Interfund Rental	400,034	406,665	406,665	366,340	(40,325)	-10%	(40,325)	-10%
Repair/Maintenance	-	500	300	500	200	67%	-	0%
Miscellaneous	4,614	5,150	5,000	5,150	-	0%	-	0%
Short-term DV Housing	-	540	540	540	-	0%	-	0%
	1,478,449	1,558,938	1,610,434	1,707,063	96,629	6%	148,125	10%

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


2022 Budget Changes

None

2022 Decision Packages

DP# 13 Body Worn & Fleet Cameras & Digital Evidence Mgmt.	100,742	Ongoing
Total	100,742	

					\$ Change	% Change	\$ Change	% Change
Description	2020 Actual	2021 Budget	2021 Estimate	2022 Budget	22-21 Estimate	22-21 Estimate	22-21 Budget	22-21 Budget
Salaries	483,351	501,311	564,227	635,976	71,749	13%	134,665	27%
Overtime	8,045	8,600	9,100	8,600	(500)	-5%	-	0%
Holiday Buyback	16,263	21,387	20,844	27,031	6,187	30%	5,644	26%
Benefits	233,043	240,471	233,389	251,843	18,454	8%	11,372	5%
Uniforms	1,359	3,560	1,900	3,560	1,660	87%	-	0%
Supplies	3,561	5,200	2,828	5,200	2,372	84%	-	0%
Minor Equipment	5,057	5,000	3,370	5,000	1,630	48%	-	0%
Professional Services	1,101	3,700	1,100	6,100	5,000	455%	2,400	65%
Repair/Maintenance	907	1,560	1,200	1,560	360	30%	-	0%
Miscellaneous	205	1,000	300	1,000	700	233%	-	0%
	752,892	791,789	838,258	945,870	107,612	13%	154,081	19%

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	\$900 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, various search engine subscriptions, translator services for the entire department, transcription services, Leads Online, child interview specialist services provided by Dawson Place, and evidentiary/DNA processing.
Travel	Ferry fares for investigations and transports, meals and parking fees for local business meetings.
Interfund Rental	Covers rental charge for investigation vehicles.
Miscellaneous	Membership dues (FBI-LEEDA and WA Violent Crime Investigators Association); detective buy fund to purchase non-narcotics related information and other fees to further an investigation.


2022 Budget Changes

Annual adjustment for interfund rental

2022 Decision Packages

DP# 13 Body Worn & Fleet Cameras & Digital Evidence Mgmt.	14,046	Ongoing
Total	14,046	

	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
Description	Actual	Budget	Estimate	Budget	22-21 Estimate	22-21 Estimate	22-21 Budget	22-21 Budget
Salaries	856,043	934,496	828,685	978,077	149,392	18%	43,581	5%
Overtime	56,130	39,000	42,000	39,000	(3,000)	-7%	-	0%
Holiday Buyback	25,884	39,779	22,910	41,169	18,259	80%	1,390	3%
Benefits	322,989	337,941	330,380	370,831	40,451	12%	32,890	10%
Uniforms	7,758	6,688	3,500	6,688	3,188	91%	-	0%
Supplies	1,464	2,700	1,000	2,700	1,700	170%	-	0%
Minor Equipment	1,367	2,500	2,500	2,500	-	0%	-	0%
Professional Services	21,356	25,000	22,000	25,000	3,000	14%	-	0%
Travel	175	130	100	130	30	30%	-	0%
Interfund Rental	35,040	21,010	21,010	45,230	24,220	115%	24,220	115%
Repair/Maintenance	-	500	-	500	500	N/A	-	0%
Miscellaneous	50	500	200	500	300	150%	-	0%
	1,328,256	1,410,244	1,274,285	1,512,325	238,040	19%	102,081	7%

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

Function

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

Budget Narrative


Salary and Benefits	Includes six Sergeants, four Corporals, and 24 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 (4 th 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.
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).

2022 Budget Changes


Annual adjustment for interfund rental

2022 Decision Packages

DP# 13	Body Worn & Fleet Cameras & Digital Evidence Mgmt.	304,482	Ongoing
DP# 14	Public Safety Marine Unit	67,150	Ongoing
DP# 15	Create Police Dept Community Engagement Programs	20,000	Ongoing
Total		391,632	

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

Description	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	22-21	22-21	22-21	22-21
					Estimate	Estimate	Budget	Budget
Salaries	4,128,228	3,952,549	3,748,354	4,095,638	347,284	9%	143,089	4%
Overtime	412,521	324,500	428,500	351,500	(77,000)	-18%	27,000	8%
Holiday Buyback	152,817	172,041	137,119	168,224	31,105	23%	(3,817)	-2%
Benefits	1,666,842	1,617,522	1,490,336	1,527,925	37,589	3%	(89,597)	-6%
Uniforms	46,146	53,188	40,000	68,138	28,138	70%	14,950	28%
Supplies	18,683	10,000	10,000	14,000	4,000	40%	4,000	40%
Minor Equipment	37,534	4,500	6,000	85,616	79,616	1327%	81,116	1803%
Professional Services	11,441	14,000	10,000	185,103	175,103	1751%	171,103	1222%
Communications	11	-	-	-	N/A	N/A	N/A	N/A
Travel	21	-	-	-	N/A	N/A	N/A	N/A
Interfund Rental	297,710	175,260	175,260	393,980	218,720	125%	218,720	125%
Repair/Maintenance	3,319	10,190	3,500	11,190	7,690	220%	1,000	10%
Miscellaneous	243	130	100	130	30	30%	-	0%
	6,775,516	6,333,880	6,049,169	6,901,444	852,275	14%	567,564	9%

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.
Small Equipment	Small equipment purchases for department's SWAT members, e.g. gas masks, communications headsets, protective gear, etc.
Interfund Rental	Charge associated with maintenance/fuel for the SWAT bus.
Repair/Maintenance	Maintenance of all SWAT-related equipment utilized by the team members.
Miscellaneous	Annual advanced refresher training following best practice recommendations as well as membership dues in the Washington State Tactical Officers Association (WSTOA).


2022 Budget Changes

Annual adjustment for interfund rental

2022 Decision Packages

None

Description	2020 Actual	2021 Budget	2021 Estimate	2022 Budget	\$ Change	% Change	\$ Change	% Change
					22-21 Estimate	22-21 Estimate	22-21 Budget	22-21 Budget
Uniforms	-	-	2,500	-	(2,500)	-100%	N/A	N/A
Supplies	6,899	12,500	14,000	12,500	(1,500)	-11%	-	0%
Small Equipment	1,837	2,000	7,000	2,000	(5,000)	-71%	-	0%
Repair/Maintenance	-	430	200	430	230	115%	-	0%
Miscellaneous	4,142	4,750	4,750	4,750	-	0%	-	0%
Interfund Rental	5,180	2,280	2,280	4,100	1,820	80%	1,820	80%
	18,058	21,960	30,730	23,780	(6,950)	-23%	1,820	8%

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).


2022 Budget Changes

None

2022 Decision Packages

DP# 13 Body Worn & Fleet Cameras & Digital Evidence Mgmt.	1,986	Ongoing
Total	1,986	

	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
Description	Actual	Budget	Estimate	Budget	22-21 Estimate	22-21 Estimate	22-21 Budget	22-21 Budget
Salaries	189,995	224,406	111,956	213,434	101,478	91%	(10,972)	-5%
Overtime	43,363	32,000	38,000	32,000	(6,000)	-16%	-	0%
Holiday Buyback	4,515	9,541	4,697	9,089	4,392	94%	(452)	-5%
Benefits	95,933	104,767	71,617	88,474	16,857	24%	(16,293)	-16%
Uniforms	1,016	2,000	1,000	2,000	1,000	100%	-	0%
Supplies	2,647	2,500	5,000	4,000	(1,000)	-20%	1,500	60%
Minor Equipment	102	500	200	500	300	150%	-	0%
Professional Services	5,828	1,800	2,000	1,800	(200)	-10%	-	0%
Miscellaneous	50	100	-	100	100	N/A	-	0%
	343,449	377,614	234,470	351,397	116,927	50%	(26,217)	-7%

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

Function

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

Budget Narrative

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

2022 Budget Changes

None


2022 Decision Packages

DP# 15	Create Police Dept Community Engagement Programs	49,500	Ongoing
Total		49,500	

					\$ Change	% Change	\$ Change	% Change
	2020	2021	2021	2022	22-21	22-21	22-21	22-21
Description	Actual	Budget	Estimate	Budget	Estimate	Estimate	Budget	Budget
Salaries	-	186,964	23,081	67,630	44,549	193%	(119,334)	-64%
Overtime	-	6,500	1,000	24,500	23,500	2350%	18,000	277%
Holiday Buyback	-	-	-	2,792	2,792	N/A	2,792	N/A
Benefits	-	74,284	82,436	22,847	(59,589)	-72%	(51,437)	-69%
Uniforms	-	500	500	5,500	5,000	1000%	5,000	1000%
Supplies	-	4,000	4,000	29,000	25,000	625%	25,000	625%
Minor Equipment	1,329	1,500	750	1,500	750	100%	-	0%
Professional Services	-	4,000	2,000	4,000	2,000	100%	-	0%
Communications	-	2,000	750	2,000	1,250	167%	-	0%
Miscellaneous	-	-	-	1,500	1,500	N/A	1,500	N/A
	1,329	279,748	114,517	161,269	46,752	41%	(118,479)	-42%



This page is intentionally left blank.

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	One Training Corporal and a Training Officer.
Uniforms	Yearly \$900 (x2) clothing allowance per the Collective Bargaining Agreement between the Edmonds Police Officers Association and the City.
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, PowerDMS policy manual updates, State-mandated hearing and respiratory testing.
Travel	Expenses associated with training and new hire background investigations.
Advertising	Recruiting advertising in professional publications as well as area job fairs.
Interfund Rental	Charges associated with staff cars available to all employees.
Repair/Maintenance	Repair and maintenance of all department weapons and the PRISM shooting simulator.
Miscellaneous	Payments to the Washington Criminal Justice Training Commission and private training vendors for training classes and programs attended by employees; Regional Training agreement; cost of sending new recruits to Basic Law Enforcement Academy.

2022 Budget Changes


Annual adjustment for interfund rental

2022 Decision Packages

DP# 13	Body Worn & Fleet Cameras & Digital Evidence Mgmt.	2,314	Ongoing
DP# 14	Public Safety Marine Unit	6,000	Ongoing
DP# 15	Create Police Dept Community Engagement Programs	4,000	Ongoing
Total		12,314	

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

Description	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	22-21	22-21	22-21	22-21
					Estimate	Estimate	Budget	Budget
Salaries	124,641	126,907	234,674	249,096	14,422	6%	122,189	96%
Overtime	13,424	6,500	15,000	6,500	(8,500)	-57%	-	0%
Holiday Buyback	5,187	5,396	9,140	10,559	1,419	16%	5,163	96%
Benefits	50,324	54,843	72,951	81,336	8,385	11%	26,493	48%
Uniforms	900	750	2,600	1,800	(800)	-31%	1,050	140%
Supplies	30,778	34,000	34,000	34,000	-	0%	-	0%
Minor Equipment	56,536	52,543	56,000	52,543	(3,457)	-6%	-	0%
Professional Services	16,367	24,750	19,700	24,750	5,050	26%	-	0%
Travel	7,737	29,000	30,000	29,000	(1,000)	-3%	-	0%
Rental/Lease	540	-	-	-	N/A	N/A	N/A	N/A
Repair/Maintenance	1,449	1,000	1,000	1,000	-	0%	-	0%
Miscellaneous	22,038	48,000	34,000	58,000	24,000	71%	10,000	21%
	329,921	383,689	509,065	548,584	39,519	8%	164,895	43%

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 and one part-time Parking Enforcement Officer.
Uniforms	Repair and replacement of uniforms lost or damaged on the job or no longer serviceable per the Collective Bargaining Agreement between the Edmonds Police Officers Association and the City.
Supplies	Plastic bags, animal control drugs, disposable leashes, dog licenses and renewal forms.
Professional Services	Veterinary services with local veterinarians, animal disposal services with S. Morris, and contract animal shelter services with PAWS.
Interfund Rental	Charges associated with the rental and maintenance/fuel for the Animal Control and Parking Enforcement vehicles.
Miscellaneous	Dues for Washington Animal Control Association (WACA).
Spay and Neuter	Specific to veterinary services for spay and neuter of stray animals that are placed (adopted) per City Ordinance.

2022 Budget Changes


Annual adjustment for interfund rental

2022 Decision Packages

DP# 13	Body Worn & Fleet Cameras & Digital Evidence Mgmt.	1,914	Ongoing
	Total	1,914	

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

					\$ Change	% Change	\$ Change	% Change
	2020	2021	2021	2022	22-21	22-21	22-21	22-21
Description	Actual	Budget	Estimate	Budget	Estimate	Estimate	Budget	Budget
Salaries	167,493	176,380	187,415	205,190	17,775	9%	28,810	16%
Overtime	2,432	3,000	2,800	3,000	200	7%	-	0%
Holiday Buyback	6,411	5,962	6,584	6,903	319	5%	941	16%
Benefits	71,698	74,218	78,012	82,329	4,317	6%	8,111	11%
Uniforms	1,139	3,030	500	3,030	2,530	506%	-	0%
Supplies	766	2,000	750	2,000	1,250	167%	-	0%
Minor Equipment	-	5,310	500	3,810	3,310	662%	(1,500)	-28%
Professional Services	21,926	25,040	21,000	25,040	4,040	19%	-	0%
Rental/Lease	18,470	5,220	5,220	14,950	9,730	186%	9,730	186%
Miscellaneous	50	80	-	80	80	N/A	-	0%
	290,385	300,240	302,781	346,332	43,551	14%	46,092	15%

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	Four Traffic Officers. Reimbursable overtime and benefits are matched by revenue from the Washington State Traffic Safety Commission for pedestrian safety and traffic emphasis patrols.
Uniforms	Repair and replacement of uniforms lost or damaged on the job or no longer serviceable 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.


2022 Budget Changes

Adjustment for interfund rental

2022 Decision Packages

DP# 13	Body Worn & Fleet Cameras & Digital Evidence Mgmt.	2,152	Ongoing
Total		2,152	

Description	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	22-21	22-21	22-21	22-21
					Estimate	Estimate	Budget	Budget
Salaries	221,093	447,921	224,520	455,502	230,982	103%	7,581	2%
Overtime	19,389	36,700	22,200	36,700	14,500	65%	-	0%
Holiday Buyback	8,072	18,441	8,503	18,730	10,227	120%	289	2%
Benefits	82,205	115,537	111,413	165,116	53,703	48%	49,579	43%
Uniforms	3,555	3,000	2,700	3,000	300	11%	-	0%
Supplies	258	500	250	500	250	100%	-	0%
Minor Equipment	3,723	3,500	2,000	3,500	1,500	75%	-	0%
Travel	-	-	22	-	(22)	-100%	N/A	N/A
Rental/Lease	45,220	20,950	20,950	64,210	43,260	206%	43,260	206%
Repair/Maintenance	10	500	500	500	-	0%	-	0%
	383,525	647,049	393,058	747,758	354,700	90%	100,709	16%

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	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	New or replacement equipment for proper processing, preservation and storage of evidence.
Professional Services	Hazardous materials disposal, analytical and precision balance, and property room audit.
Interfund rental	Charges associated with the rental and maintenance/fuel for the property van.
Miscellaneous	Dues for Law Enforcement Identification and Records Association and miscellaneous evidence processing/handling costs.


2022 Budget Changes

Annual adjustment for interfund rental

2022 Decision Packages

None

Description	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	22-21 Estimate	22-21 Estimate	22-21 Budget	22-21 Budget
Salaries	70,043	70,152	90,439	82,417	(8,022)	-9%	12,265	17%
Overtime	158	1,200	150	1,200	1,050	700%	-	0%
Holiday Buyback	2,968	2,968	3,386	3,487	101	3%	519	17%
Benefits	26,037	26,360	26,360	26,144	(216)	-1%	(216)	-1%
Uniforms	-	310	122	310	188	154%	-	0%
Supplies	4,455	4,100	3,800	4,100	300	8%	-	0%
Minor Equipment	10,910	1,100	1,542	1,100	(442)	-29%	-	0%
Professional Services	2,169	2,800	2,875	2,800	(75)	-3%	-	0%
Rental/Lease	5,930	2,330	2,330	7,490	5,160	221%	5,160	221%
Repair/Maintenance	-	500	475	500	25	5%	-	0%
Miscellaneous	-	100	100	100	-	0%	-	0%
	122,670	111,920	131,579	129,648	(1,931)	-1%	17,728	16%

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

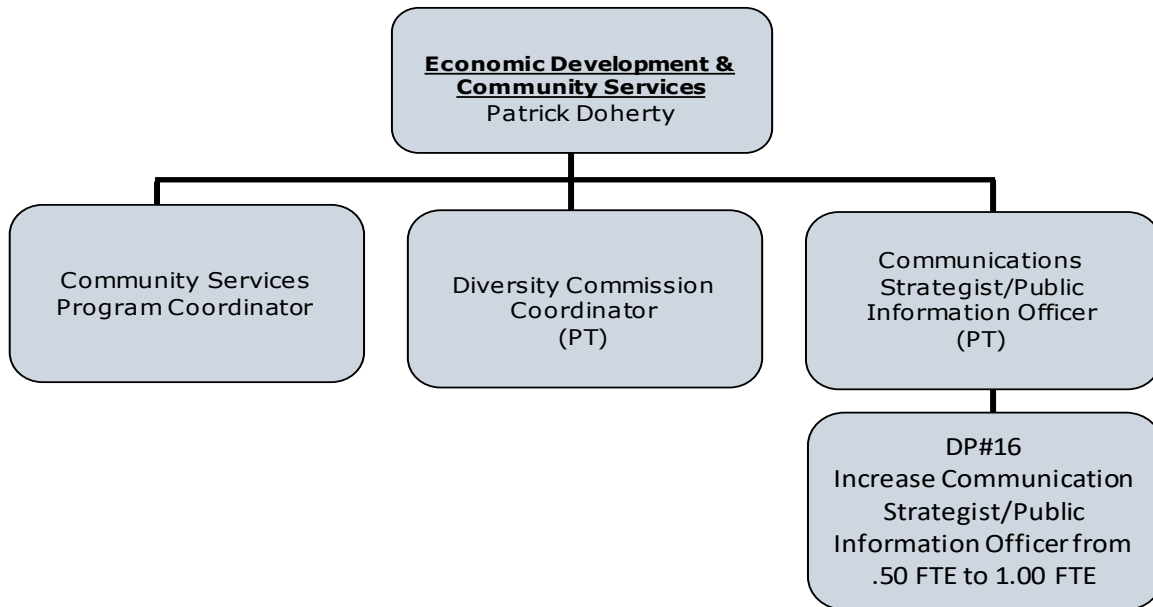
Enforce local and state laws and keep citizens and the community safe from violence and crime.

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	Payment of 10% State of Washington tax on seizures.


Description	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	22-21	22-21	22-21	22-21
					Estimate	Estimate	Budget	Budget
Beginning Balance	39,840	74,303	74,303	193,873	119,570	161%	119,570	161%
<u>Revenue</u>								
Investment Interest	1,949	370	370	2,210	1,840	497%	1,840	497%
Miscellaneous Revenue	62,846	165,000	165,000	165,000	-	0%	-	0%
Total Revenues	64,795	165,370	165,370	167,210	1,840	1%	1,840	1%
<u>Expenditure</u>								
Intergovernmental Serv.	-	45,000	45,000	45,000	-	0%	-	0%
Repair and Maint.	-	800	800	800	-	0%	-	0%
Miscellaneous	30,332	-	-	-	N/A	N/A	N/A	N/A
Total Expenditures	30,332	45,800	45,800	45,800	-	0%	-	0%
Ending Balance	74,303	193,873	193,873	315,283	121,410	63%	121,410	63%

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






This page is intentionally left blank.

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

	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
Program	Actual	Budget	Estimate	Budget	22-21 Estimate	22-21 Estimate	22-21 Budget	22-21 Budget
Community Services	519,785	484,948	484,948	556,338	71,390	15%	71,390	15%
Economic Development	79,908	139,250	139,250	129,050	(10,200)	-7%	(10,200)	-7%
	599,693	624,198	624,198	685,388	61,190	10%	61,190	10%

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

Function

The Community Services Department consists of several key functions within Edmonds city government: Communications, Human Services, Intergovernmental Relations, and Special Projects.

Communications

Communication with and engagement of the public is a cornerstone of Edmonds city government. In collaboration with the Mayor's Office, City Council and other City Departments, the Community Services Department manages media releases and media contacts, manages the City's social media presence, and works to create comprehensive, accessible and transparent engagement of the public in the operations of city government.

Human Services

Starting in 2020 the City of Edmonds created a Human Services program and hired a Human Services Program Manager. This program is intended to serve Edmonds residents in need of assistance, guidance, and help finding resources across a variety of issues for the wide demographic spectrum that comprises our city. Since the COVID-19 outbreak the Human Services program has had a particular focus on helping connect those individuals and families that are financially or housing-stressed with local and regional resources that can help.

Intergovernmental Relations

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

Special Projects

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

Budget Narrative


The Salary and Benefits budget includes the Economic Development and Community Services Director, one 1.0 FTE Program Coordinator, one 0.5 FTE Public Information Officer and one 0.25 FTE Diversity Commission Coordinator

2022 Budget Changes


Annual adjustment for technology services

2022 Decision Packages

DP#	2	VEBA Contribution for Nonrepresented Employees	600	One-Time
DP#	16	Public Information Officer Increase to 1.0 FTE	69,000	Ongoing
Total			69,600	

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

Description	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	22-21 Estimate	22-21 Estimate	22-21 Budget	22-21 Budget
Salaries	350,066	312,102	312,102	364,752	52,650	17%	52,650	17%
Overtime	94	-	-	-	N/A	N/A	N/A	N/A
Benefits	94,529	91,255	91,255	111,361	20,106	22%	20,106	22%
Supplies	403	1,000	1,000	2,000	1,000	100%	1,000	100%
Minor Equipment	3,321	500	500	500	-	0%	-	0%
Professional Services	8,341	8,104	8,104	8,104	-	0%	-	0%
Lobbyist Prof. Service	45,000	40,296	40,296	40,296	-	0%	-	0%
Communications	1,989	2,575	2,575	3,075	500	19%	500	19%
Travel	-	1,000	1,000	1,000	-	0%	-	0%
Rental/Lease	583	2,000	2,000	2,000	-	0%	-	0%
Interfund Rental	11,410	19,116	19,116	16,250	(2,866)	-15%	(2,866)	-15%
Repair/Maintenance	-	500	500	500	-	0%	-	0%
Miscellaneous	4,049	6,500	6,500	6,500	-	0%	-	0%
	519,785	484,948	484,948	556,338	71,390	15%	71,390	15%

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. As of 2019 the Division, together with Parks & Recreation Department Arts & Culture Manager, provides leadership to the programs, activities, projects and events associated with the City's Creative District designation. The department coordinates with other departments, government agencies, boards & 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.

2022 Budget Changes

None


2022 Decision Packages

None

	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
Description	Actual	Budget	Estimate	Budget	22-21	22-21	22-21	22-21
					Estimate	Estimate	Budget	Budget
Salaries	84	875	875	875	-	0%	-	0%
Benefits	7	200	200	-	(200)	-100%	(200)	-100%
Supplies	6,653	1,275	1,275	1,275	-	0%	-	0%
Minor Equipment	-	300	300	300	-	0%	-	0%
Professional Services	68,966	122,000	122,000	112,000	(10,000)	-8%	(10,000)	-8%
Communications	253	600	600	600	-	0%	-	0%
Travel	1,020	1,000	1,000	1,000	-	0%	-	0%
Repair & Maintenance	-	10,000	10,000	10,000	-	0%	-	0%
Miscellaneous	2,925	3,000	3,000	3,000	-	0%	-	0%
	79,908	139,250	139,250	129,050	(10,200)	-7%	(10,200)	-7%



This page is intentionally left blank.

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.

In previous years the City received as much as \$125,000 in total Lodging Tax revenues. Given the COVID-19 generated economic crisis, revenues may be as low as \$95,000 in 2021. Pursuant to the requirement that these funds be used solely for the purpose of promoting tourism and visitors to Edmonds, seventy-five percent of the total revenue is devoted to fund tourism promotion, tourism-related activities, programs and events (the 120 Fund), while the remaining twenty-five percent is directly allocated to the 123 Tourism Promotion/Arts Fund (per CC Resolution 630) to promote tourism through the support of arts and culture events. The revenue in the 120 Fund is allocated annually for a variety of tourism promotion activities and programs. This includes an expenditure of up to \$4,500 that is allocated every three years (last done in 2019) for maintenance work on the City-owned log cabin facility used as a Visitor Information Center. In addition, per Council directive, a transfer of \$4,000 is made annually to the 117 Municipal Arts Fund to partially fund 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 2020 budget will be administered by the Economic Development Department, including such activities as event support and promotion, as well as national and regional advertising and promotion. Expenditures will also include support for the Edmonds Center for the Arts and the Edmonds Chamber of Commerce for the Edmonds Visitor Center and Chamber-managed community events.

2022 Decision Packages

DP# 17	Lodging Tax Fund Budget - Fund 120	100,900	One-Time
	Total	100,900	


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

	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
Description	Actual	Budget	Estimate	Budget	22-21 Estimate	22-21 Estimate	22-21 Budget	22-21 Budget
Beginning Balance	93,012	66,921	66,921	51,231	(15,690)	-23%	(15,690)	-23%
<u>Revenue</u>								
75% Hotel/Motel Tax*	56,016	71,250	71,250	82,500	11,250	16%	11,250	16%
Interlocal Grants	1,200	-	-	-	N/A	N/A	N/A	N/A
Investment Interest	1,910	210	210	1,910	1,700	810%	1,700	810%
Donations	1,200	-	-	-	N/A	N/A	N/A	N/A
Other Misc. Revenues	6,261	-	-	-	N/A	N/A	N/A	N/A
Total Revenues	66,587	71,460	71,460	84,410	12,950	18%	12,950	18%
<u>Expenditure</u>								
Professional Services	88,066	83,150	83,150	95,900	12,750	15%	12,750	15%
Miscellaneous	612	-	-	1,000	1,000	N/A	1,000	N/A
Interfund Transfer Out	4,000	4,000	4,000	4,000	-	0%	-	0%
Total Expenditures	92,678	87,150	87,150	100,900	13,750	16%	13,750	16%
Ending Balance	66,921	51,231	51,231	34,741	(16,490)	-32%	(16,490)	-32%

Note:

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

**Log Cabin charges are incurred every three years.

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

Function


January 15, 2013, the Edmonds City Council approved Ordinance No. 3909 creating an Edmonds Downtown Business Improvement District (aka Edmonds Downtown Alliance). Business Improvement Districts (BID) are special assessment areas established under the Revised Code of Washington (Chapter 35.87.A). They provide a local funding mechanism whereby businesses assess themselves to fund programs related to activities such as beautification, marketing, security, parking, clean-up or administration.

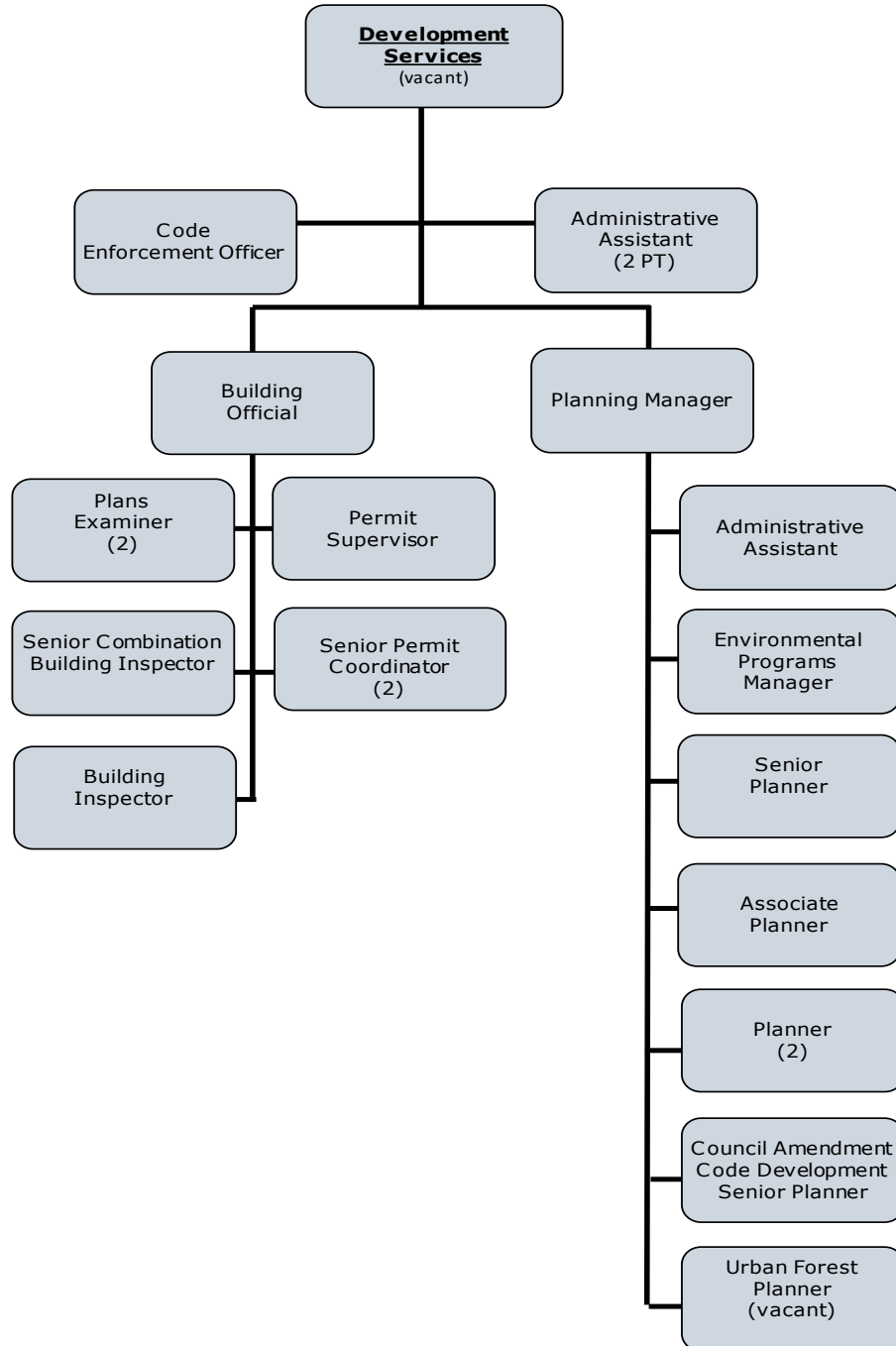
The Edmonds Downtown Alliance (Ed!) has nearly 350 members. Ed!'s goal is to ensure the City of Edmonds downtown stays lively, attractive and prosperous. Information about the Edmonds Downtown Alliance may be found at <http://edmondsdowntown.org>.

The budget chart for the Business Improvement District will be updated in the adopted budget document. The district is required to submit a budget no later than October 31st.




This page is intentionally left blank for 2022 Charts.

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





This page is intentionally left blank.

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 enhance our community's sustainability and quality of life by:

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

	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
Program	Actual	Budget	Estimate	Budget	22-21	22-21	22-21	22-21
Administration	658,929	1,139,639	1,115,639	1,031,757	(83,882)	-8%	(107,882)	-9%
Building Services	1,082,183	1,099,165	1,099,165	1,162,935	63,770	6%	63,770	6%
Planning	1,069,961	1,346,934	1,315,934	1,450,506	134,572	10%	103,572	8%
	2,811,073	3,585,738	3,530,738	3,645,198	114,460	3%	59,460	2%

	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
Description	Actual	Budget	Estimate	Budget	22-21	22-21	22-21	22-21
Salaries	1,708,361	1,846,548	1,846,548	1,957,532	110,984	6%	110,984	6%
Overtime	13,933	1,300	800	1,300	500	63%	-	0%
Benefits	619,944	684,621	684,621	681,206	(3,415)	0%	(3,415)	0%
Uniforms	60	500	500	500	-	0%	-	0%
Supplies	6,879	12,100	8,100	12,100	4,000	49%	-	0%
Minor Equipment	3,729	7,300	7,300	7,300	-	0%	-	0%
Professional Services	227,066	825,499	770,499	598,380	(172,119)	-22%	(227,119)	-28%
Communications	11,920	9,000	11,500	9,000	(2,500)	-22%	-	0%
Travel	228	7,300	3,300	7,300	4,000	121%	-	0%
Rental/Lease	10,763	11,800	11,800	11,800	-	0%	-	0%
Interfund Rental	158,434	123,910	123,910	152,920	29,010	23%	29,010	23%
Repairs/Maintenance	2,928	6,800	6,800	6,800	-	0%	-	0%
Miscellaneous	46,828	49,060	55,060	199,060	144,000	262%	150,000	306%
	2,811,073	3,585,738	3,530,738	3,645,198	114,460	3%	59,460	2%

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 policies are implemented and updated as needed, and that the department represents the City well with state and regional agencies, as well as with the general public and others. The Code Enforcement Officer reports to the Director and handles code compliance issues; the issues focus on building, zoning, and nuisance complaints. The Administrative Assistants within the Administration Division handle customer contacts by phone and at the counter and handle Department supply orders, payroll and invoicing.

Budget Narrative

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


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

2022 Budget Changes


Annual adjustment for technology services

2022 Decision Packages

DP# 19	Edmonds Climate Champions Series	20,000	One-Time
DP# 20	Rooftop solar grant program	150,000	One-Time
Total		170,000	

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

Description	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	22-21 Estimate	22-21 Estimate	22-21 Budget	22-21 Budget
Salaries	313,317	322,500	322,500	284,552	(37,948)	-12%	(37,948)	-12%
Overtime	1,004	1,000	500	1,000	500	100%	-	0%
Benefits	84,552	91,749	91,749	74,615	(17,134)	-19%	(17,134)	-19%
Supplies	6,704	12,100	8,100	12,100	4,000	49%	-	0%
Minor Equipment	1,646	1,500	1,500	1,500	-	0%	-	0%
Professional Services	172,577	648,539	623,539	441,420	(182,119)	-29%	(207,119)	-32%
Communications	3,349	1,500	3,000	1,500	(1,500)	-50%	-	0%
Travel	178	2,500	500	2,500	2,000	400%	-	0%
Rental/Lease	10,763	11,800	11,800	11,800	-	0%	-	0%
Interfund Rental	55,918	36,651	36,651	40,970	4,319	12%	4,319	12%
Repair/Maintenance	-	6,800	6,800	6,800	-	0%	-	0%
Miscellaneous	8,921	3,000	9,000	153,000	144,000	1600%	150,000	5000%
	658,929	1,139,639	1,115,639	1,031,757	(83,882)	-8%	(107,882)	-9%

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 Combo Building Inspector, one Combo Building Inspector, two Plans Examiners, one Permit Coordinator Supervisor, and two Senior Permit Coordinators (8.0 FTE's)
Overtime	Minor overtime charges to cover peak period workloads.
Uniforms	Boots, field gear, safety equipment, uniforms, raingear – 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, digitization of documents, share of credit card fees, etc.
Interfund Rental	Vehicle rental for units #30, #34 and #70.

2022 Budget Changes


Annual adjustment for technology services and interfund rental

2022 Decision Packages

DP#	2	VEBA Contribution for Nonrepresented Employees	1,200	One-Time
		Total	1,200	

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

	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
Description	Actual	Budget	Estimate	Budget	22-21 Estimate	22-21 Estimate	22-21 Budget	22-21 Budget
Salaries	696,187	712,676	712,676	745,344	32,668	5%	32,668	5%
Overtime	12,871	-	-	-	N/A	N/A	N/A	N/A
Benefits	266,135	273,047	273,047	288,781	15,734	6%	15,734	6%
Uniforms	60	500	500	500	-	0%	-	0%
Supplies	144	-	-	-	N/A	N/A	N/A	N/A
Minor Equipment	1,973	3,000	3,000	3,000	-	0%	-	0%
Professional Services	26,998	43,000	43,000	43,000	-	0%	-	0%
Communications	7,131	6,000	6,000	6,000	-	0%	-	0%
Travel	50	2,000	2,000	2,000	-	0%	-	0%
Interfund Rental	49,238	35,612	35,612	50,980	15,368	43%	15,368	43%
Miscellaneous	21,396	23,330	23,330	23,330	-	0%	-	0%
	1,082,183	1,099,165	1,099,165	1,162,935	63,770	6%	63,770	6%

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

Function

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

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

Budget Narrative


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

2022 Budget Changes


Annual adjustment for technology services and interfund rental

2022 Decision Packages

DP#	2	VEBA Contribution for Nonrepresented Employees	4,200	One-Time
		Total	4,200	

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

Description	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	22-21	22-21	22-21	22-21
					Estimate	Estimate	Budget	Budget
Salaries	698,857	811,372	811,372	927,636	116,264	14%	116,264	14%
Overtime	58	300	300	300	-	0%	-	0%
Benefits	269,257	319,825	319,825	317,810	(2,015)	-1%	(2,015)	-1%
Supplies	31	-	-	-	N/A	N/A	N/A	N/A
Minor Equipment	110	2,800	2,800	2,800	-	0%	-	0%
Professional Services	27,491	133,960	103,960	113,960	10,000	10%	(20,000)	-15%
Communications	1,440	1,500	2,500	1,500	(1,000)	-40%	-	0%
Travel	-	2,800	800	2,800	2,000	250%	-	0%
Interfund Rental	53,278	51,647	51,647	60,970	9,323	18%	9,323	18%
Repair and Maintenance	2,928	-	-	-	N/A	N/A	N/A	N/A
Miscellaneous	16,511	22,730	22,730	22,730	-	0%	-	0%
	1,069,961	1,346,934	1,315,934	1,450,506	134,572	10%	103,572	8%

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


Function

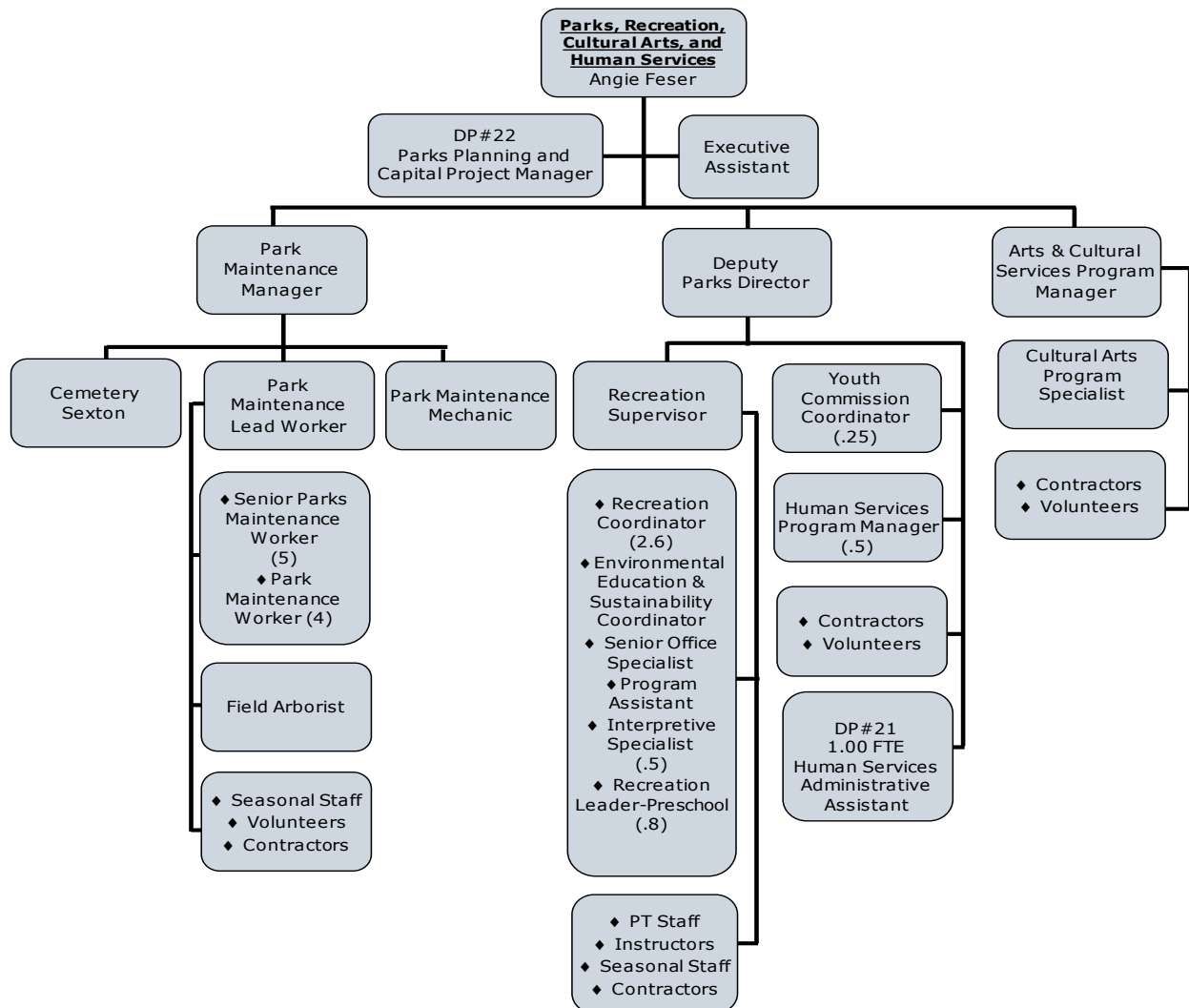
The purpose of this fund is to support the mission of the Edmonds Historic Preservation Commission to promote historic preservation and encourage the owners of historically significant properties to voluntarily add them to the Edmonds Register of Historic Places in order to raise awareness and appreciation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


Budget Narrative

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

	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
Description	Actual	Budget	Estimate	Budget	22-21	22-21	22-21	22-21
					Estimate	Estimate	Budget	Budget
Beginning Balance	12,188	17,189	17,189	16,299	(890)	-5%	(890)	-5%
<u>Revenue</u>								
Investment Interest	1	10	10	-	(10)	-100%	(10)	-100%
Transfer In	5,000	5,000	5,000	-	(5,000)	-100%	(5,000)	-100%
Total Revenue	5,001	5,010	5,010	-	(5,010)	-100%	(5,010)	-100%
<u>Expenditure</u>								
Supplies	-	100	100	100	-	0%	-	0%
Professional Services	-	200	200	200	-	0%	-	0%
Miscellaneous	-	5,600	5,600	5,600	-	0%	-	0%
Total Expenditure	-	5,900	5,900	5,900	-	0%	-	0%
Ending Balance	17,189	16,299	16,299	10,399	(5,900)	-36%	(5,900)	-36%

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



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

Function

The Human Services Division, created in 2020 and transferred to the Parks, Recreation and Cultural Services Department in April of 2021 strives to connect Edmonds residents in need to resources across a variety of issues for the wide demographic spectrum that comprises the City. The Division includes a .5FTE (Program Manager) and a contracted Social Worker through the Compass Health Community Transitions program.

Budget Narrative

Salaries account for adding a full-time Human Services Administrative Assistant, supplies to provide for basic needs such as food, toiletries and blankets in addition to office supplies for the new division office. Professional Services funds are utilized to provide a full-time social worker and to conduct local social service needs assessments utilized to inform goal and priority setting in the future. Communications funding is intended to be used to produce flyers, brochures and handout material to support connecting people with available services. A one-time allocation of \$300,000 in community relief funding is to be used to support regional efforts, provide grant funding and/or grant match, support city sponsored programs and acquire additional motel vouchers with wrap around mental health services.

2022 Budget Changes

\$200,000 in new funding from the General Fund, remainder is unused budget allocation from prior years. 2022 goal is to secure a minimum of \$75,000 in grant funding.


2022 Decision Packages

DP# 21 Human Services Division Budget	609,500	Ongoing
	609,500	

					\$ Change	% Change	\$ Change	% Change
	2020	2021	2021	2022	22-21	22-21	22-21	22-21
Description	Actual	Budget	Estimate	Budget	Estimate	Estimate	Budget	Budget
Community Relief Funds	-	500,000	-	335,000	335,000	N/A	(165,000)	-33%
Salaries	-	79,510	79,510	101,496	21,986	28%	21,986	28%
Benefits	-	18,392	18,392	29,113	10,721	58%	10,721	58%
Supplies	-	1,000	20,000	15,000	(5,000)	-25%	14,000	1400%
Small Equipment	-	500	-	-	N/A	N/A	(500)	-100%
Professional Services	-	-	83,500	175,000	91,500	110%	175,000	N/A
Communications	-	-	500	3,000	2,500	500%	3,000	N/A
Travel	-	-	-	500	500	N/A	500	N/A
	-	599,402	201,902	659,109	457,207	226%	59,707	10%



This page is intentionally left blank.


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

Mission Statement

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


Purpose

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

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

	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
Program	Actual	Budget	Estimate	Budget	22-21 Estimate	22-21 Estimate	22-21 Budget	22-21 Budget
Administration	336,951	646,747	621,247	672,165	50,918	8%	25,418	4%
Rec. & Cultural Services	1,167,615	1,583,209	1,389,904	1,628,632	238,728	17%	45,423	3%
Discovery Programs	29,239	69,185	67,565	89,953	22,388	33%	20,768	30%
Athletics	9,990	100,840	70,445	108,590	38,145	54%	7,750	8%
Day Camp	-	-	-	107,075	107,075	N/A	107,075	N/A
Fitness	21,417	73,850	41,850	51,350	9,500	23%	(22,500)	-30%
Gymnastics	81,070	119,608	114,158	160,248	46,090	40%	40,640	34%
Meadowdale Preschool	58,620	75,936	75,936	76,821	885	1%	885	1%
Distance Learning Camp	76,013	-	1,047	-	(1,047)	-100%	N/A	N/A
Parks Maintenance	1,868,715	2,012,406	2,027,906	2,138,237	110,331	5%	125,831	6%
Flower Program	17,043	47,500	47,500	48,664	1,164	2%	1,164	2%
	3,666,673	4,729,281	4,457,558	5,081,735	624,177	14%	352,454	7%

	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
Description	Actual	Budget	Estimate	Budget	22-21 Estimate	22-21 Estimate	22-21 Budget	22-21 Budget
Salaries	2,029,202	2,319,689	2,319,689	2,617,863	298,174	13%	298,174	13%
Overtime	4,853	10,000	10,000	10,000	-	0%	-	0%
Benefits	748,591	822,471	822,471	859,670	37,199	5%	37,199	5%
Uniforms	5,706	6,275	6,275	6,275	-	0%	-	0%
Supplies	149,213	127,890	121,537	153,440	31,903	26%	25,550	20%
Small Equipment	8,870	10,900	9,650	13,200	3,550	37%	2,300	21%
Professional Services	181,611	785,550	603,450	654,870	51,420	9%	(130,680)	-17%
Communications	17,670	31,370	20,295	33,710	13,415	66%	2,340	7%
Travel	50	5,270	2,450	7,145	4,695	192%	1,875	36%
Rental/Lease	80,877	106,390	82,945	166,390	83,445	101%	60,000	56%
Interfund Rental	192,555	145,159	145,159	201,700	56,541	39%	56,541	39%
Public Utility	187,543	230,507	230,507	229,662	(845)	0%	(845)	0%
Repair/Maintenance	16,593	29,700	29,450	29,700	250	1%	-	0%
Miscellaneous	34,286	98,110	53,680	98,110	44,430	83%	-	0%
Equipment	9,053	-	-	-	N/A	N/A	N/A	N/A
	3,666,673	4,729,281	4,457,558	5,081,735	624,177	14%	352,454	7%

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

Function

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

This cost center includes the Director, one Executive Assistant and the Youth Commission Coordinator (.25 FTE), and oversees the complete planning and operations of the Parks, Recreation, and Cultural Services Department as well as operational budget for the Youth Commission.

Budget Narrative

Salaries and benefits are for the Director, Executive Assistant and Youth Commission Coordinator (.25 FTE)

Rental /Lease line is for copier rental and leased BNSF property at Marina Beach.

Professional services line includes partnerships such as Earth Corp and Student Conservation and planning projects such as the Parks, Recreation and Open Space (PROS) Plan.

2022 Budget Changes

None


2022 Decision Packages

DP# 2	VEBA Contribution for Nonrepresented Employees	600	One-Time
DP# 22	Park Planning and Capital Project Manager	119,840	Ongoing
DP# 23	ADA Transition Plan	120,000	One-Time
Total		240,440	

Description	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	22-21	22-21	22-21	22-21
					Estimate	Estimate	Budget	Budget
Salaries	218,948	257,528	257,528	356,800	99,272	39%	99,272	39%
Benefits	77,979	91,719	91,719	117,115	25,396	28%	25,396	28%
Supplies	2,313	9,000	5,000	9,000	4,000	80%	-	0%
Minor Equipment	4,435	2,000	2,000	2,000	-	0%	-	0%
Professional Services	23,489	264,500	247,500	165,250	(82,250)	-33%	(99,250)	-38%
Communications	433	1,500	1,500	1,500	-	0%	-	0%
Travel	-	1,500	1,500	1,500	-	0%	-	0%
Rental/Lease	7,087	9,500	9,500	9,500	-	0%	-	0%
Miscellaneous	2,267	9,500	5,000	9,500	4,500	90%	-	0%
	336,951	646,747	621,247	672,165	50,918	8%	25,418	4%



This page is intentionally left blank.

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

Function

The Recreation & Cultural Services division is designed to create and implement recreational programs and environmental education and sustainability programs along with arts, tourism, and cultural opportunities for the citizens of Edmonds. Staff supervise community recreation, adult enrichment, athletics, aquatics, wellness, outdoor recreation, urban agriculture, nature and ranger/naturalist activities and a preschool. Staff oversee union employees, contracted and hourly instructors, as well as seasonal employees.

Staff also supervise recreation program registration, facility rentals (picnic shelters, Plaza Room, Frances Anderson Center, the Meadowdale Clubhouse), athletic field rentals, building supervision for the Frances Anderson Center, and provide customer service to the public.

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

Budget Narrative

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

Contracted program instructors are paid a percentage of the class revenue allocated from the professional services line item.


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).

2022 Budget Changes


Annual adjustment for technology services and interfund rental. Reduction in Professional Service expenses due to fewer indoor program offerings as a result of the ongoing pandemic. Increase in rental/lease due to utilization of the Waterfront Center for 12 months versus 3 in previous year.

2022 Decision Packages

DP#	2	VEBA Contribution for Nonrepresented Employees	1,800	One-Time
DP#	24	Recreation Operating Increase	28,600	Ongoing
		Total	30,400	

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

	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	22-21	22-21	22-21	22-21
Description	Actual	Budget	Estimate	Budget	Estimate	Estimate	Budget	Budget
Salaries	722,258	815,403	815,403	839,621	24,218	3%	24,218	3%
Benefits	250,894	279,767	279,767	279,841	74	0%	74	0%
Supplies	8,521	7,800	7,800	7,800	-	0%	-	0%
Professional Services	68,193	259,150	134,000	227,750	93,750	70%	(31,400)	-12%
Communications	8,946	22,150	11,075	22,150	11,075	100%	-	0%
Travel	-	2,000	-	2,000	2,000	N/A	-	0%
Rental/Lease	-	30,600	15,300	90,600	75,300	492%	60,000	196%
Interfund Rental	80,675	86,559	86,559	79,090	(7,469)	-9%	(7,469)	-9%
Miscellaneous	28,128	79,780	40,000	79,780	39,780	99%	-	0%
	1,167,615	1,583,209	1,389,904	1,628,632	238,728	17%	45,423	3%

Fund:	General		Fund #:	001
Department:	Parks, Recreation, Cultural Arts & Human Services		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 school classroom visits and on-site beach walks
- Discover the Forest program 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
- Staffing and managing the Olympic Beach Visitor Station and managing Volunteer Beach Docents
- Watershed Fun Fair event
- Puget Sound Bird Fest event in collaboration with the Economic Development Department
- Discovery Programs informational website
- Watershed education for community college and stewardship groups

Budget Narrative

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


2022 Budget Changes

None

2022 Decision Packages

None

Description	2020 Actual	2021 Budget	2021 Estimate	2022 Budget	\$ Change 22-21	% Change 22-21	\$ Change 22-21	% Change 22-21
					Estimate	Estimate	Budget	Budget
Salaries	18,469	50,544	50,544	70,344	19,800	39%	19,800	39%
Benefits	7,586	12,616	12,616	13,584	968	8%	968	8%
Uniforms	708	1,155	1,155	1,155	-	0%	-	0%
Supplies	927	1,300	1,300	1,300	-	0%	-	0%
Professional Services	121	1,300	500	1,300	800	160%	-	0%
Communications	1,368	1,350	1,350	1,350	-	0%	-	0%
Travel	50	820	-	820	820	N/A	-	0%
Miscellaneous	10	100	100	100	-	0%	-	0%
	29,239	69,185	67,565	89,953	22,388	33%	20,768	30%

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

Function

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

Budget Narrative

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


2022 Budget Changes

Supply increase due to expansion of Adult Softball League.

2022 Decision Packages

DP# 24 Recreation Operating Increase	7,750	Ongoing
Total	7,750	

Description	2020 Actual	2021 Budget	2021 Estimate	2022 Budget	\$ Change 22-21 Estimate	% Change 22-21 Estimate	\$ Change 22-21 Budget	% Change 22-21 Budget
Supplies	5,364	11,500	11,500	19,250	7,750	67%	7,750	67%
Professional Services	4,626	70,250	48,000	70,250	22,250	46%	-	0%
Rental/Lease	-	16,290	8,145	16,290	8,145	100%	-	0%
Miscellaneous	-	2,800	2,800	2,800	-	0%	-	0%
	9,990	100,840	70,445	108,590	38,145	54%	7,750	8%

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

Function

A new program intended to continue to support working parent households and provide safe and fun alternatives for Edmonds children.

Budget Narrative

The salaries and benefits cover one year-round .75 FTE and five full-time seasonal employees. Revenue generated from this program will exceed the expenses thus contributing positively to the general fund balance.


2022 Budget Changes

New program in 2022, similar to Learning Enhancement and Activities Program (LEAP) in 2021 but focused on non-school days versus providing remote learning.

2022 Decision Packages

DP# 24 Recreation Operating Increase	107,075	Ongoing
Total	107,075	

Description	2020 Actual	2021 Budget	2021 Estimate	2022 Budget	\$ Change 22-21	% Change 22-21	\$ Change 22-21	% Change 22-21
					Estimate	Estimate	Budget	Budget
Salaries	-	-	-	85,500	85,500	N/A	85,500	N/A
Benefits	-	-	-	10,000	10,000	N/A	10,000	N/A
Supplies	-	-	-	1,000	1,000	N/A	1,000	N/A
Professional Services	-	-	-	6,970	6,970	N/A	6,970	N/A
Communications	-	-	-	1,730	1,730	N/A	1,730	N/A
Travel	-	-	-	1,875	1,875	N/A	1,875	N/A
	-	-	-	107,075	107,075	N/A	107,075	N/A

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

Function

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

Budget Narrative

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


2022 Budget Changes

Reduction in Professional Service expenses due to fewer indoor program offerings as a result of the ongoing pandemic

2022 Decision Package

DP# 24 Recreation Operating Increase	(22,500)	Ongoing
Total	(22,500)	

					\$ Change	% Change	\$ Change	% Change
	2020	2021	2021	2022	22-21	22-21	22-21	22-21
Description	Actual	Budget	Estimate	Budget	Estimate	Estimate	Budget	Budget
Supplies	148	350	350	350	-	0%	-	0%
Professional Services	21,269	72,000	40,000	49,500	9,500	24%	(22,500)	-31%
Repair/Maintenance	-	1,500	1,500	1,500	-	0%	-	0%
	21,417	73,850	41,850	51,350	9,500	23%	(22,500)	-30%

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

Function

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

Budget Narrative

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


2022 Budget Changes

None

2022 Decision Packages

None

	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
Description	Actual	Budget	Estimate	Budget	22-21 Estimate	22-21 Estimate	22-21 Budget	22-21 Budget
Salaries	65,354	86,030	86,030	125,000	38,970	45%	38,970	45%
Benefits	15,088	25,078	25,078	26,748	1,670	7%	1,670	7%
Supplies	608	4,900	1,500	4,900	3,400	227%	-	0%
Minor Equipment	-	2,000	750	2,000	1,250	167%	-	0%
Professional Services	-	800	400	800	400	100%	-	0%
Repair/Maintenance	-	500	250	500	250	100%	-	0%
Miscellaneous	20	300	150	300	150	100%	-	0%
	81,070	119,608	114,158	160,248	46,090	40%	40,640	34%

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

Function

The Meadowdale Preschool Program was established in 1991 to meet the needs for a preschool in the north Edmonds area and to better utilize the space at the Meadowdale Community Clubhouse. Meadowdale Preschool is a developmentally-appropriate preschool program focusing on activities to enhance social, emotional, cognitive and physical skills to prepare children for Kindergarten. Children enjoy hands-on curriculum in math, science, art, early literacy, music and large motor activities.

Budget Narrative

The salaries and benefits are for the Recreation Leader (.8 FTE) and two hourly assistants.


2022 Budget Changes

Now offering AM and PM session resulting in supply increase, offset by tuition.

2022 Decision Packages

DP# 24 Recreation Operating Increase	2,410	Ongoing
Total	2,410	

Description	2020 Actual	2021 Budget	2021 Estimate	2022 Budget	\$ Change 22-21 Estimate	% Change 22-21 Estimate	\$ Change 22-21 Budget	% Change 22-21 Budget
Salaries	44,385	58,752	58,752	58,320	(432)	-1%	(432)	-1%
Benefits	8,424	10,824	10,824	9,731	(1,093)	-10%	(1,093)	-10%
Supplies	4,129	4,500	4,500	6,300	1,800	40%	1,800	40%
Professional Services	-	720	720	720	-	0%	-	0%
Communications	1,682	1,080	1,080	1,690	610	56%	610	56%
Travel	-	10	10	10	-	0%	-	0%
Miscellaneous	-	50	50	50	-	0%	-	0%
	58,620	75,936	75,936	76,821	885	1%	885	1%

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

Function

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


The Park Maintenance division is responsible for preserving, maintaining and upgrading all playground structures and equipment as needed. The Parks Maintenance crew maintains the Street Trees and all City-owned baseball and soccer fields in order to keep up with the high demand of organized youth sports. Parks also assists with numerous City events such as the Edmonds Arts Festival, 4th of July, Taste Edmonds, Wenatchee Youth Circus, Concerts in the Park, Hazel Miller Plaza concerts, Oktoberfest, Anderson Center Egg Hunt, Downtown Christmas Tree Lighting and many more small events.

Budget Narrative

Salaries/Benefits	Parks Maintenance Department consists of 13 fulltime positions; the Park Maintenance Manager, Parks Maintenance Lead Man, Parks Maintenance Mechanic, Field Arborist, Senior Parks Maintenance Worker (5), Parks Maintenance Workers (4) and seasonal employees (4).
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 and equipment repair. There will be an increase in tree removal due to the age of trees throughout our park system.
Intergovernmental Services	Meadowdale Playfields maintenance.
Interfund Rental	Annual rate for twelve trucks, two tractors, two trailers and shared cost with Public Works Department of bucket truck and wood chipper.

2022 Budget Changes


Annual adjustment for interfund rental. Increase in supplies and minor equipment needed to maintain a safe and sanitary park system.

Fund:	General		Fund #:	001
Department:	Parks, Recreation, Cultural Arts & Human Services		Department #:	64
Cost Center	Parks Maintenance		Cost Center #:	576.80 & 594

2022 Decision Packages

DP# 2	VEBA Contribution for Nonrepresented Employees	600	One-Time
DP# 24	Recreation Operating Increase	15,500	Ongoing
DP# 25	Park Maintenance Operating Increase	17,300	Ongoing
DP# 26	Replacement Fleet Vehicle - Parks	10,000	One-Time
Total		43,400	

					\$ Change	% Change	\$ Change	% Change
	2020	2021	2021	2022	22-21	22-21	22-21	22-21
Description	Actual	Budget	Estimate	Budget	Estimate	Estimate	Budget	Budget
Salaries	885,832	1,013,256	1,013,256	1,043,082	29,826	3%	29,826	3%
Overtime	4,853	10,000	10,000	10,000	-	0%	-	0%
Benefits	377,206	397,703	397,703	397,743	40	0%	40	0%
Uniforms	4,998	5,120	5,120	5,120	-	0%	-	0%
Supplies	120,009	84,480	84,480	99,480	15,000	18%	15,000	18%
Minor Equipment	3,943	6,400	6,400	8,700	2,300	36%	2,300	36%
Professional Services	63,913	116,830	132,330	132,330	-	0%	15,500	13%
Communications	5,241	5,290	5,290	5,290	-	0%	-	0%
Travel	-	940	940	940	-	0%	-	0%
Rental/Lease	73,790	50,000	50,000	50,000	-	0%	-	0%
Interfund Rental	111,880	58,600	58,600	122,610	64,010	109%	64,010	109%
Public Utility	187,543	230,507	230,507	229,662	(845)	0%	(845)	0%
Repair/Maintenance	16,593	27,700	27,700	27,700	-	0%	-	0%
Miscellaneous	3,861	5,580	5,580	5,580	-	0%	-	0%
Equipment - Facilities	9,053	-	-	-	N/A	N/A	N/A	N/A
	1,868,715	2,012,406	2,027,906	2,138,237	110,331	5%	125,831	6%

Fund:	General		Fund #:	001
Department:	Parks, Recreation, Cultural Arts & Human Services		Department #:	64
Cost Center	Flower Program		Cost Center #:	576.81

Function

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

The Flower Program employees plant 25,000 plants annually. Staff maintains 183 individual flower beds at 41 locations throughout the City and 65 hanging flower baskets. On various planting days, volunteers from the Floretum Garden Club and Edmonds in Bloom assist parks employees in transplanting in greenhouse, planting flower baskets and other areas in downtown area as well as regular maintenance

Budget Narrative

Salary/Benefits Two seasonal employees

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


2022 Budget Changes

None

2022 Decision Packages

None

Description	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	22-21 Estimate	22-21 Estimate	22-21 Budget	22-21 Budget
Salaries	8,073	38,176	38,176	39,196	1,020	3%	1,020	3%
Benefits	1,284	4,764	4,764	4,908	144	3%	144	3%
Supplies	7,194	4,060	4,060	4,060	-	0%	-	0%
Minor Equipment	492	500	500	500	-	0%	-	0%
	17,043	47,500	47,500	48,664	1,164	2%	1,164	2%

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


Function

The Edmonds Marsh Restoration and Preservation Fund (017) was established through Ordinance No. 4100 effective March 16, 2018. The fund was established for the purpose of holding city-provided funds and receiving donations from the citizens for, or in aid of, the cost of operating and restoring the Edmonds Marsh, including the daylighting of Willow Creek.

					\$ Change	% Change	\$ Change	% Change
	2020	2021	2021	2022	22-21	22-21	22-21	22-21
Description	Actual	Budget	Estimate	Budget	Estimate	Estimate	Budget	Budget
Beginning Balance	864,491	864,616	864,616	844,866	(19,750)	-2%	(19,750)	-2%
<u>Revenue</u>								
Contributions	125	-	5,250	-	(5,250)	-100%	N/A	N/A
Total Revenue	125	-	5,250	-	(5,250)	-100%	N/A	N/A
<u>Expenditure</u>								
Professional Services	-	20,000	25,000	-	(25,000)	-100%	(20,000)	-100%
Total Expenditure	-	20,000	25,000	-	(25,000)	-100%	(20,000)	-100%
Ending Balance	864,616	844,616	844,866	844,866	-	0%	250	0%



This page is intentionally left blank.

Fund:	Municipal Arts		Fund #:	117
Department:	Parks, Recreation, Cultural Arts & Human Services		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.” An allocation of \$4,000 annually from the Lodging Tax Fund 120 was authorized by Council in 1992 and is used to promote arts and culture activities in Edmonds.

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

- Nationally known Write on the Sound Writers’ Conference (WOTS) which sells out annually and generates the majority of community events revenue. Held as an online conference during the pandemic, WOTS is planned to return to being an in-person event in 2022.
- Concerts in the Parks Series at both City Park and Hazel Miller Plaza. Both series were canceled in 2020 due to the pandemic, with the HMP concert series returning in 2021, and both series planned for 2022.
- Rotating Visual art exhibits in Edmonds Library, Frances Anderson Center and City Hall, and other temporary art exhibits, temporarily on hold during the pandemic.
- Public Art program – acquisition, display, maintenance and promotion of City Art Collection.
- Partnership events and programs in performing, literary and visual arts.
- Publication of a quarterly Arts Bulletin email newsletter to publicize EAC arts activities and website updates.
- Economic development and cultural tourism promotion through participation in capital projects such as streetscape improvements, gateways and wayfinding signage.
- Cultural destination marketing for WOTS and other programs through websites and advertising.
- Community Cultural Planning and meetings for Plan implementation, next update scheduled in 2022.
- Implementation of Certified Creative District 2019 – 2024 work plan in partnership with Economic Development.


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

Public Arts Acquisition Program 200


The Public Arts Acquisition Fund, established by Ordinance 1802 in 1975 and amended by Ordinance 2667, requires that one-percent of municipal construction projects be allocated for visual art either for that particular project or for a different site in the City. “Municipal construction project” is any project paid for wholly or in part by the City to construct or remodel any building, community structure, park, street, sidewalk, parking facility, utility or portion thereof. Revenues vary from year to year. Anticipated projects in 2022 include both permanent, e.g. Civic Park art, and temporary installations. Percent for art funds are augmented by private donations. The fund is also used for maintenance/repair, plaques, and display of artworks in the City’s Public Art Collection.

Arts Education Program 300

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


Fund:	Municipal Arts		Fund #:	117
Department:	Parks, Recreation, Cultural Arts & Human Services		Department #:	64
Cost Center	Total Fund		Cost Center #:	N/A

	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
Description	Actual	Budget	Estimate	Budget	22-21 Estimate	22-21 Estimate	22-21 Budget	22-21 Budget
Program 100								
Beginning Balance	522,852	541,754	541,754	518,304	(23,450)	-4%	(23,450)	-4%
<u>Revenue</u>								
Grants	337	-	-	-	N/A	N/A	N/A	N/A
Resale Items	125	320	320	320	-	0%	-	0%
Community Events	31,530	44,500	44,500	44,500	-	0%	-	0%
Investment Interest	11,689	6,910	6,910	13,290	6,380	92%	6,380	92%
Contributions	8,000	13,600	3,000	13,600	10,600	353%	-	0%
Interfund Transfer In	4,000	19,000	19,000	19,000	-	0%	-	0%
Total Revenues	55,681	84,330	73,730	90,710	16,980	23%	6,380	8%
<u>Expenditure</u>								
Supplies	302	4,500	2,500	4,500	2,000	80%	-	0%
Small Equipment	116	1,700	500	1,700	1,200	240%	-	0%
Professional Services	33,345	142,500	89,000	87,500	(1,500)	-2%	(55,000)	-39%
Travel	16	80	80	80	-	0%	-	0%
Rental / Lease	-	2,000	-	2,000	2,000	N/A	-	0%
Repair and Maint.	-	300	300	300	-	0%	-	0%
Miscellaneous	3,000	4,800	4,800	4,800	-	0%	-	0%
Total Expenditures	36,779	155,880	97,180	100,880	3,700	4%	(55,000)	-35%
Ending Balance	541,754	470,204	518,304	508,134	(10,170)	-2%	37,930	8%

Fund:	Municipal Arts		Fund #:	117
Department:	Parks, Recreation, Cultural Arts & Human Services		Department #:	64
Cost Center	Total Fund		Cost Center #:	N/A

Description	2020 Actual	2021 Budget	2021 Estimate	2022 Budget	\$ Change 22-21 Estimate	% Change 22-21 Estimate	\$ Change 22-21 Budget	% Change 22-21 Budget
Program 200								
Beginning Balance	102,083	132,689	132,689	119,832	(12,857)	-10%	(12,857)	-10%
<u>Revenue</u>								
Investment Interest	2,323	1,240	1,240	3,750	2,510	202%	2,510	202%
Contributions	-	35,000	-	35,000	35,000	N/A	-	0%
Interfund Transfer	28,283	44,370	11,903	86,961	75,058	631%	42,591	96%
Total Revenues	30,606	80,610	13,143	125,711	112,568	856%	45,101	56%
<u>Expenditure</u>								
Supplies	-	200	-	200	200	N/A	-	0%
Professional Services	-	78,000	26,000	78,000	52,000	200%	-	0%
Miscellaneous	-	1,800	-	1,800	1,800	N/A	-	0%
Total Expenditures	-	80,000	26,000	80,000	54,000	208%	-	0%
Ending Balance	132,689	133,299	119,832	165,543	45,711	38%	32,244	24%


Description	2020 Actual	2021 Budget	2021 Estimate	2022 Budget	\$ Change 22-21 Estimate	% Change 22-21 Estimate	\$ Change 22-21 Budget	% Change 22-21 Budget
Program 300								
Beginning Balance	9,077	8,285	8,285	7,405	(880)	-11%	(880)	-11%
<u>Revenue</u>								
Investment Interest	208	120	120	280	160	133%	160	133%
Total Revenues	208	120	120	280	160	133%	160	133%
<u>Expenditure</u>								
Professional Services	1,000	1,000	1,000	1,000	-	0%	-	0%
Total Expenditures	1,000	1,000	1,000	1,000	-	0%	-	0%
Ending Balance	8,285	7,405	7,405	6,685	(720)	-10%	(720)	-10%

Fund:	Memorial Street Tree		Fund #:	118
Department:	Parks, Recreation, Cultural Arts & Human Services		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 City of Edmonds Streetscape Plan.


Description	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	22-21 Estimate	22-21 Estimate	22-21 Budget	22-21 Budget
Beginning Balance	19,784	20,217	20,217	20,487	270	1%	270	1%
<u>Revenue</u>								
Investment Interest	433	270	270	530	260	96%	260	96%
Total Revenue	433	270	270	530	260	96%	260	96%
<u>Expenditure</u>								
Total Expenditure	-	-	-	-	N/A	N/A	N/A	N/A
Ending Balance	20,217	20,487	20,487	21,017	530	3%	530	3%

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

Function

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

Description	2020 Actual	2021 Budget	2021 Estimate	2022 Budget	\$ Change 22-21 Estimate	% Change 22-21 Estimate	\$ Change 22-21 Budget	% Change 22-21 Budget
Beginning Balance	13,601	13,828	13,828	12,768	(1,060)	-8%	(1,060)	-8%
<u>Revenue</u>								
Investment Interest	288	190	190	350	160	84%	160	84%
Contributions	389	1,200	250	1,200	950	380%	-	0%
Total Revenues	677	1,390	440	1,550	1,110	252%	160	12%
<u>Expenditures</u>								
Miscellaneous	450	3,000	1,500	3,000	1,500	100%	-	0%
Total Expenditures	450	3,000	1,500	3,000	1,500	100%	-	0%
Ending Balance	13,828	12,218	12,768	11,318	(1,450)	-11%	(900)	-7%

Fund:	Tourism Promotional / Arts		Fund #:	123
Department:	Parks, Recreation, Cultural Arts & Human Services		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. 2022 revenues are projected at \$27,500. The Fund is administered with the directions and recommendations of the Edmonds Arts Commission (EAC) with allocations of current Lodging Tax revenue forwarded to the Lodging Tax Advisory Committee (LTAC) for approval. Expenditures promote and advertise artistic events and programs in Edmonds including:

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

All 123 Fund expenditures are recommendations approved by LTAC as recommendations to City Council for the 2022 budget.

2022 Decision Packages

DP# 27 LTAC Approved Budget (Fund 123)	28,200	One-Time
Total	28,200	


	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
Description	Actual	Budget	Estimate	Budget	22-21 Estimate	22-21 Estimate	22-21 Budget	22-21 Budget
Beginning Balance	72,101	80,338	80,338	85,338	5,000	6%	5,000	6%
<u>Revenue</u>								
25% Hotel/Motel Tax*	18,672	23,750	23,750	27,500	3,750	16%	3,750	16%
Investment Interest	1,702	250	250	2,090	1,840	736%	1,840	736%
Miscellaneous	2,087	-	-	-	N/A	N/A	N/A	N/A
Total Revenues	22,461	24,000	24,000	29,590	5,590	23%	5,590	23%
<u>Expenditures</u>								
Professional Services	14,224	29,900	19,000	28,200	9,200	48%	(1,700)	-6%
Total Expenditures	14,224	29,900	19,000	28,200	9,200	48%	(1,700)	-6%
Ending Balance	80,338	74,438	85,338	86,728	1,390	2%	12,290	17%

Note:

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



This page is intentionally left blank.

Fund:	Gifts Catalog		Fund #:	127
Department:	Parks, Recreation, Cultural Arts & Human Services		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 related costs 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 established in 2010 and temporary art projects such as the 4th Avenue lights. Revenue is from contributions and interest. Contributions may be considered tax deductible if for "exclusive public purposes." Expenditures include artwork enhancements for flower basket poles.

2022 Decision Packages


DP# 28	Gift Catalog Spending Authority (Fund 127)	27,180	Ongoing
	Total	27,180	

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

	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
Description	Actual	Budget	Estimate	Budget	22-21	22-21	22-21	22-21
Beginning Balance-000	237,425	205,165	205,165	201,945	(3,220)	-2%	(3,220)	-2%
<u>Revenue</u>								
Investment Interest	4,077	3,080	3,080	4,230	1,150	37%	1,150	37%
Contributions	45,679	93,800	50,000	69,980	19,980	40%	(23,820)	-25%
Total Revenues	49,756	96,880	53,080	74,210	21,130	40%	(22,670)	-23%
<u>Expenditure</u>								
Supplies	39,033	67,500	30,000	45,000	15,000	50%	(22,500)	-33%
Repair and Maintenance	7,183	-	-	-	N/A	N/A	N/A	N/A
Interfund Transfer Out	35,800	26,300	26,300	26,300	-	0%	-	0%
Total Expenditures	82,016	93,800	56,300	71,300	15,000	27%	(22,500)	-24%
Ending Balance-000	205,165	208,245	201,945	204,855	2,910	1%	(3,390)	-2%

	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
Description	Actual	Budget	Estimate	Budget	22-21	22-21	22-21	22-21
Beginning Balance-100	70,526	71,890	71,890	72,690	800	1%	800	1%
<u>Revenue</u>								
Investment Interest	1,364	800	800	1,920	1,120	140%	1,120	140%
Total Revenues	1,364	800	800	1,920	1,120	140%	1,120	140%
<u>Expenditure</u>								
Total Expenditures	-	-	-	-	N/A	N/A	N/A	N/A
Ending Balance-100	71,890	72,690	72,690	74,610	1,920	3%	1,920	3%

	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
Description	Actual	Budget	Estimate	Budget	22-21	22-21	22-21	22-21
Beginning Balance-200	24,305	21,010	21,010	20,160	(850)	-4%	(850)	-4%
<u>Revenue</u>								
Investment Interest	468	250	250	620	370	148%	370	148%
Contributions	2,140	6,000	6,000	6,000	-	0%	-	0%
Total Revenues	2,608	6,250	6,250	6,620	370	6%	370	6%
<u>Expenditure</u>								
Professional Services	5,400	6,500	6,500	6,500	-	0%	-	0%
Miscellaneous	503	600	600	600	-	0%	-	0%
Total Expenditures	5,903	7,100	7,100	7,100	-	0%	-	0%
Ending Balance-200	21,010	20,160	20,160	19,680	(480)	-2%	(480)	-2%

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

Function

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


2022 Budget Changes

Annual adjustment for interfund rental

Description	2020 Actual	2021 Budget	2021 Estimate	2022 Budget	\$ Change 22-21 Estimate	% Change 22-21 Estimate	\$ Change 22-21 Budget	% Change 22-21 Budget
Beginning Balance	260,687	205,127	205,127	211,509	6,382	3%	6,382	3%
<u>Revenue</u>								
Coronavirus Relief	27	-	-	-	N/A	N/A	N/A	N/A
Resale Items/Taxable	24,228	27,000	30,000	27,000	(3,000)	-10%	-	0%
Cemetery Grave Sales	95,300	109,620	140,000	109,620	(30,380)	-22%	-	0%
Investment Interest	4,987	3,180	3,180	5,810	2,630	83%	2,630	83%
Interfund Transfer	-	40,000	40,000	40,000	-	0%	-	0%
Total Revenue	124,542	179,800	213,180	182,430	(30,750)	-14%	2,630	1%
<u>Expenditures</u>								
Salaries and Wages	93,344	95,824	95,824	119,837	24,013	25%	24,013	25%
Overtime	729	3,500	3,500	3,500	-	0%	-	0%
Benefits	40,161	40,472	40,472	41,069	597	1%	597	1%
Uniforms	230	1,000	500	1,000	500	100%	-	0%
Supplies	2,972	7,000	5,000	7,000	2,000	40%	-	0%
Resale Items	18,196	20,000	30,000	20,000	(10,000)	-33%	-	0%
Small Equipment	1,184	-	-	-	N/A	N/A	N/A	N/A
Professional Services	1,835	4,200	2,500	4,200	1,700	68%	-	0%
Communications	1,682	1,700	1,700	1,700	-	0%	-	0%
Travel	-	500	500	500	-	0%	-	0%
Utilities	4,928	5,652	5,652	5,565	(87)	-2%	(87)	-2%
Repairs and Maintenance	-	500	500	500	-	0%	-	0%
Miscellaneous	6,610	4,000	4,000	4,000	-	0%	-	0%
Interfund Rental	8,230	16,650	16,650	11,690	(4,960)	-30%	(4,960)	-30%
Total Expenditures	180,101	200,998	206,798	220,561	13,763	7%	19,563	10%
Ending Balance	205,128	183,929	211,509	173,378	(38,131)	-18%	(10,551)	-6%



This page is intentionally left blank.

Fund:	Parks Trust		Fund #:	136
Department:	Parks, Recreation, Cultural Arts & Human Services		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 with hanging flower baskets and annually heavily planted street intersection corners and landscape beds.

Environmental/Beach Ranger Program 200

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

Yost Pool 300


Yost Pool is a popular outdoor pool operated in summer months that enhances the lives, fitness, and health of the Edmonds community.

Fund:	Parks Trust		Fund #:	136
Department:	Parks, Recreation, Cultural Arts & Human Services		Department #:	64
Cost Center	Total Fund		Cost Center #:	N/A

Description	2020 Actual	2021 Budget	2021 Estimate	2022 Budget	\$ Change 22-21 Estimate	% Change 22-21 Estimate	\$ Change 22-21 Budget	% Change 22-21 Budget
Beginning Balance-100	95,557	97,598	97,598	48,908	(48,690)	-50%	(48,690)	-50%
<u>Revenue</u>								
Investment Interest	2,041	1,310	1,310	2,130	820	63%	820	63%
Total Revenues	2,041	1,310	1,310	2,130	820	63%	820	63%
<u>Expenditure</u>								
Professional Services		50,000	50,000	-	(50,000)	-100%	(50,000)	-100%
Total Expenditures	-	50,000	50,000	-	(50,000)	-100%	(50,000)	-100%
Ending Balance-100	97,598	48,908	48,908	51,038	2,130	4%	2,130	4%

Description	2020 Actual	2021 Budget	2021 Estimate	2022 Budget	\$ Change 22-21 Estimate	% Change 22-21 Estimate	\$ Change 22-21 Budget	% Change 22-21 Budget
Beginning Balance- 200	65,648	67,132	67,132	68,002	870	1%	870	1%
<u>Revenue</u>								
Investment Interest	1,484	870	870	2,140	1,270	146%	1,270	146%
Total Revenues	1,484	870	870	2,140	1,270	146%	1,270	146%
<u>Expenditure</u>								
Total Expenditures	-	-	-	-	N/A	N/A	N/A	N/A
Ending Balance-200	67,132	68,002	68,002	70,142	2,140	3%	2,140	3%


Description	2020 Actual	2021 Budget	2021 Estimate	2022 Budget	\$ Change 22-21 Estimate	% Change 22-21 Estimate	\$ Change 22-21 Budget	% Change 22-21 Budget
Beginning Balance- 300	1,865	1,907	1,907	1,927	20	1%	20	1%
<u>Revenue</u>								
Investment Interest	42	20	20	60	40	200%	40	200%
Total Revenues	42	20	20	60	40	200%	40	200%
<u>Expenditure</u>								
Total Expenditures	-	-	-	-	N/A	N/A	N/A	N/A
Ending Balance-300	1,907	1,927	1,927	1,987	60	3%	60	3%

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

Function

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

Description	2020 Actual	2021 Budget	2021 Estimate	2022 Budget	\$ Change 22-21 Estimate	% Change 22-21 Estimate	\$ Change 22-21 Budget	% Change 22-21 Budget
Beginning Balance	1,053,314	1,089,860	1,089,860	1,100,900	11,040	1%	11,040	1%
<u>Revenue</u>								
Resale Items/Taxable	2,692	3,000	4,000	3,000	(1,000)	-25%	-	0%
Cemetery Grave Sales	10,589	12,180	14,000	12,180	(1,820)	-13%	-	0%
Investment Interest	23,265	14,040	14,040	28,340	14,300	102%	14,300	102%
Total Revenues	36,546	29,220	32,040	43,520	11,480	36%	14,300	49%
<u>Expenditure</u>								
Small Equipment	-	25,000	21,000	25,000	4,000	19%	-	0%
Total Expenditures	-	25,000	21,000	25,000	4,000	19%	-	0%
Ending Balance	1,089,860	1,094,080	1,100,900	1,119,420	18,520	2%	25,340	2%

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

Function

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

2022 Budget Changes

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


2022 Decision Packages

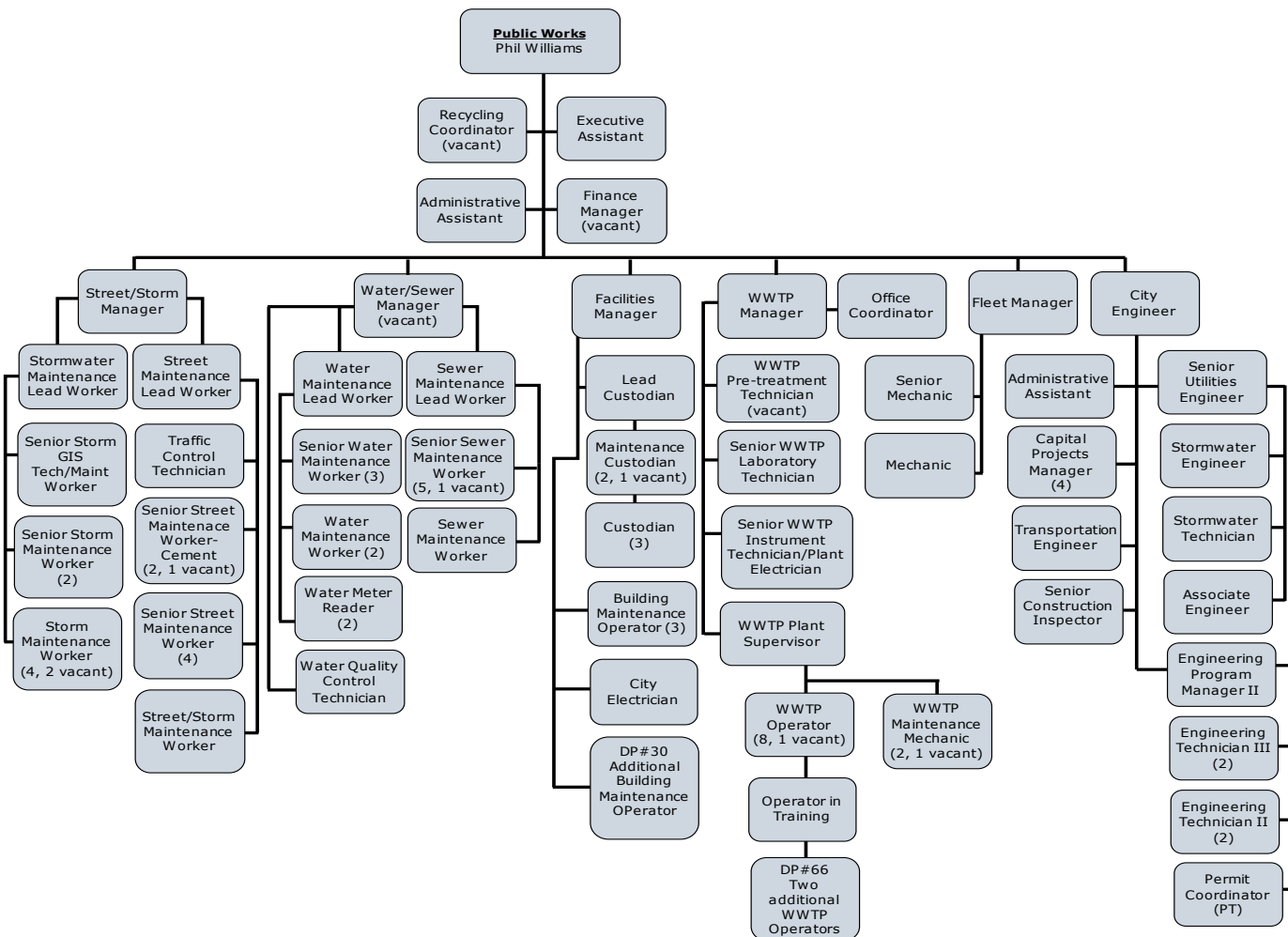
DP# 29 Tree Fund (143) Expenditure Authority	214,800	Ongoing
Total	214,800	


	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
Description	Actual	Budget	Estimate	Budget	22-21 Estimate	22-21 Estimate	22-21 Budget	22-21 Budget
Beginning Balance	-	-	-	-	N/A	N/A	N/A	N/A
Revenue								
Fee-in-Lieu Program	-	-	-	200,000	200,000	N/A	200,000	N/A
Critical Area Violations	-	-	-	14,800	14,800	N/A	14,800	N/A
Total Revenues	-	-	-	214,800	214,800	N/A	214,800	N/A
Expenditures								
Supplies	-	-	-	1,000	1,000	N/A	1,000	N/A
Professional Services	-	-	-	14,800	14,800	N/A	14,800	N/A
Land	-	-	-	199,000	199,000	N/A	199,000	N/A
Total Expenditures	-	-	-	214,800	214,800	N/A	214,800	N/A
Ending Balance	-	-	-	-	N/A	N/A	N/A	N/A



This page is intentionally left blank.

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

	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
Program	Actual	Budget	Estimate	Budget	22-21 Estimate	22-21 Estimate	22-21 Budget	22-21 Budget
Administration	506,952	512,253	512,253	614,113	101,860	20%	101,860	20%
Engineering	2,618,208	2,793,032	2,748,932	2,845,336	96,404	4%	52,304	2%
Facilities Maintenance	3,906,132	2,442,899	2,442,899	2,298,775	(144,124)	-6%	(144,124)	-6%
	7,031,292	5,748,184	5,704,084	5,758,224	54,140	1%	10,040	0%

	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
Description	Actual	Budget	Estimate	Budget	22-21 Estimate	22-21 Estimate	22-21 Budget	22-21 Budget
Salaries	2,818,612	2,869,952	2,869,952	3,099,808	229,856	8%	229,856	8%
Overtime	9,009	12,700	12,700	14,200	1,500	12%	1,500	12%
Benefits	1,139,769	1,200,410	1,200,410	1,194,496	(5,914)	0%	(5,914)	0%
Uniforms	15,424	3,450	3,450	4,450	1,000	29%	1,000	29%
Supplies	205,138	120,600	120,600	133,600	13,000	11%	13,000	11%
Minor Equipment	12,316	6,200	6,000	6,200	200	3%	-	0%
Professional Services	659,758	87,040	87,040	147,040	60,000	69%	60,000	69%
Communications	41,375	36,950	36,950	38,350	1,400	4%	1,400	4%
Travel	134	2,100	1,500	2,100	600	40%	-	0%
Rental/Lease	8,145	16,100	13,700	14,900	1,200	9%	(1,200)	-7%
Interfund Rental	272,130	244,205	244,205	310,600	66,395	27%	66,395	27%
Public Utility	311,873	306,255	306,255	294,800	(11,455)	-4%	(11,455)	-4%
Repair/Maintenance	671,918	752,322	750,222	152,100	(598,122)	-80%	(600,222)	-80%
Miscellaneous	39,696	89,900	51,100	75,400	24,300	48%	(14,500)	-16%
Buildings	291,842	-	-	-	N/A	N/A	N/A	N/A
Construction Projects	534,153	-	-	270,180	270,180	N/A	270,180	N/A
	7,031,292	5,748,184	5,704,084	5,758,224	54,140	1%	10,040	0%

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), a Finance Manager (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.

2022 Budget Changes


Annual adjustment for technology services and interfund rental

2022 Decision Packages

DP#	2	VEBA Contribution for Nonrepresented Employees	600	One-Time
		Total	600	

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

Description	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	22-21 Estimate	22-21 Estimate	22-21 Budget	22-21 Budget
Salaries	296,910	299,962	299,962	387,224	87,262	29%	87,262	29%
Overtime	-	200	200	200	-	0%	-	0%
Benefits	104,236	106,903	106,903	126,689	19,786	19%	19,786	19%
Supplies	3,988	8,600	8,600	8,600	-	0%	-	0%
Minor Equipment	264	1,000	1,000	1,000	-	0%	-	0%
Professional Services	143	200	200	200	-	0%	-	0%
Communications	747	1,350	1,350	1,350	-	0%	-	0%
Travel	-	500	500	500	-	0%	-	0%
Rental/Lease	1,133	2,400	2,400	2,400	-	0%	-	0%
Interfund Rental	94,895	81,920	81,920	77,250	(4,670)	-6%	(4,670)	-6%
Public Utility	3,131	3,318	3,318	2,800	(518)	-16%	(518)	-16%
Repair/Maintenance	-	1,000	1,000	1,000	-	0%	-	0%
Miscellaneous	1,505	4,900	4,900	4,900	-	0%	-	0%
	506,952	512,253	512,253	614,113	101,860	20%	101,860	20%

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, Meadowdale Clubhouse, Museum, Wade James Theater, Log Cabin, Boys and Girls Club, and Parks buildings. Maintenance and repair 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, Edmonds Sno-Isle Library, and South County Fire and Rescue.

Facilities Maintenance also provides the electrical expertise to support the maintenance of the City's traffic signals, water and wastewater pump stations, and downtown street lights. 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, a Lead Custodian, three Building Maintenance Operators, two Maintenance Custodians, and three Custodians.

2022 Budget Changes


Annual adjustment for interfund rental

2022 Decision Packages

DP#	2	VEBA Contribution for Nonrepresented Employees	600	One-Time
DP#	30	Facilities Building Maintenance Operator	84,000	Ongoing
DP#	31	Facilities Custodian Overtime	1,500	Ongoing
DP#	32	Facilities Supplies	13,000	Ongoing
DP#	33	Facilities Condition Assessment	15,000	One-Time
DP#	34	Citywide Carpet Cleaning Service	45,000	Ongoing
DP#	35	Facilities - Maintenance Vehicles	16,000	Ongoing
DP#	36	Structural Repairs to Edmonds Historical Museum	10,000	One-Time
DP#	37	Ongoing Building Repairs and Maintenance	100,000	Ongoing
DP#	38	Police Campus Pedestrian Safety Perimeter	270,180	One-Time
Total			555,280	

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

					\$ Change	% Change	\$ Change	% Change
	2020	2021	2021	2022	22-21	22-21	22-21	22-21
Description	Actual	Budget	Estimate	Budget	Estimate	Estimate	Budget	Budget
Salaries	790,833	783,970	783,970	851,456	67,486	9%	67,486	9%
Overtime	5,274	7,500	7,500	9,000	1,500	20%	1,500	20%
Benefits	338,193	357,720	357,720	365,679	7,959	2%	7,959	2%
Uniforms	15,168	3,000	3,000	4,000	1,000	33%	1,000	33%
Supplies	201,150	112,000	112,000	125,000	13,000	12%	13,000	12%
Minor Equipment	11,184	3,000	3,000	3,000	-	0%	-	0%
Professional Services	658,706	73,000	73,000	133,000	60,000	82%	60,000	82%
Communications	23,913	16,000	16,000	16,000	-	0%	-	0%
Travel	-	1,000	1,000	1,000	-	0%	-	0%
Rental/Lease	1,353	5,000	5,000	5,000	-	0%	-	0%
Interfund Rental	50,940	24,050	24,050	69,960	45,910	191%	45,910	191%
Public Utility	308,742	302,937	302,937	292,000	(10,937)	-4%	(10,937)	-4%
Repair/Maintenance	671,149	748,722	748,722	148,500	(600,222)	-80%	(600,222)	-80%
Miscellaneous	3,532	5,000	5,000	5,000	-	0%	-	0%
Buildings	291,842	-	-	-	N/A	N/A	N/A	N/A
Construction Projects	534,153	-	-	270,180	270,180	N/A	270,180	N/A
	3,906,132	2,442,899	2,442,899	2,298,775	(144,124)	-6%	(144,124)	-6%

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

Function

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

Budget Narrative


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

2022 Budget Changes


Annual adjustment for technology services and interfund rental

2022 Decision Packages

DP# 2	VEBA Contribution for Nonrepresented Employees	5,400	One-Time
DP# 39	Engineering - Baseline adjustments	5,700	Ongoing
DP# 40	2022 Commute Trip Reduction	36,000	One-Time
Total		47,100	

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

Description	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	22-21 Estimate	22-21 Estimate	22-21 Budget	22-21 Budget
Salaries	1,730,869	1,786,020	1,786,020	1,861,128	75,108	4%	75,108	4%
Overtime	3,735	5,000	5,000	5,000	-	0%	-	0%
Benefits	697,340	735,787	735,787	702,128	(33,659)	-5%	(33,659)	-5%
Uniforms	256	450	450	450	-	0%	-	0%
Minor Equipment	868	2,200	2,000	2,200	200	10%	-	0%
Professional Services	909	13,840	13,840	13,840	-	0%	-	0%
Communications	16,715	19,600	19,600	21,000	1,400	7%	1,400	7%
Travel	134	600	-	600	600	N/A	-	0%
Rental/Lease	5,659	8,700	6,300	7,500	1,200	19%	(1,200)	-14%
Interfund Rental	126,295	138,235	138,235	163,390	25,155	18%	25,155	18%
Repair/Maintenance	769	2,600	500	2,600	2,100	420%	-	0%
Miscellaneous	34,659	80,000	41,200	65,500	24,300	59%	(14,500)	-18%
	2,618,208	2,793,032	2,748,932	2,845,336	96,404	4%	52,304	2%

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

Function

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

Budget Narrative


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

2022 Budget Changes


Annual adjustment for debt service allocation, WCIA insurance rates, interfund rental and overhead allocation

2022 Decision Packages

DP#	2	VEBA Contribution for Nonrepresented Employees	300	One-Time
DP#	41	Traffic Control - Variable Message Boards	30,000	One-Time
DP#	42	Community Event Support - Overtime	20,000	Ongoing
Total			50,300	

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

	2020	2021	2021	2022	\$ Change	% Change	\$ Change	% Change
Description	Actual	Budget	Estimate	Budget	22-21	22-21	22-21	22-21
Beginning Balance	1,298,472	1,138,410	1,138,410	731,490	(406,920)	-36%	(406,920)	-36%
<u>Revenue</u>								
TBD Vehicle Fee	731,702	697,000	706,000	706,000	-	0%	9,000	1%
Street And Curb Permit	1,800	5,000	5,000	5,000	-	0%	-	0%
Grants	416	-	-	-	N/A	N/A	N/A	N/A
Motor Vehicle Fuel Tax	620,660	605,000	620,000	620,000	-	0%	15,000	2%
Transportation Charges	60,574	-	9,000	-	(9,000)	-100%	N/A	N/A
Investment Interest	19,124	14,160	14,160	19,730	5,570	39%	5,570	39%
Miscellaneous Revenues	105,378	1,200	1,200	1,200	-	0%	-	0%
Interfund Transfer In	400,000	400,000	400,000	400,000	-	0%	-	0%
Total Revenues	1,939,654	1,722,360	1,755,360	1,751,930	(3,430)	0%	29,570	2%
<u>Expenditure</u>								
Salaries	662,902	728,690	728,690	749,110	20,420	3%	20,420	3%
Overtime	45,506	18,400	40,000	38,400	(1,600)	-4%	20,000	109%
Benefits	328,777	381,336	381,336	347,919	(33,417)	-9%	(33,417)	-9%
Uniforms	4,079	6,000	6,000	6,000	-	0%	-	0%
Supplies	198,415	263,000	219,000	263,000	44,000	20%	-	0%
Small Equipment	1,082	20,000	15,000	50,000	35,000	233%	30,000	150%
Professional Services	4,643	23,210	20,860	23,210	2,350	11%	-	0%
Communications	7,901	4,500	6,000	4,500	(1,500)	-25%	-	0%
Training	-	1,000	-	1,000	1,000	N/A	-	0%
Rental/Lease	2,856	2,300	2,900	2,300	(600)	-21%	-	0%
Insurance	156,937	148,436	148,436	123,007	(25,429)	-17%	(25,429)	-17%
Public Utility	276,907	280,918	280,918	273,730	(7,188)	-3%	(7,188)	-3%
Repairs & Maintenance	70,694	52,000	48,000	52,000	4,000	8%	-	0%
Miscellaneous	8,435	8,000	15,500	8,000	(7,500)	-48%	-	0%
Equipment	97,761	-	-	-	N/A	N/A	N/A	N/A
Interfund Rental	228,150	244,970	244,970	287,850	42,880	18%	42,880	18%
Debt Principal	4,161	4,220	4,220	4,270	50	1%	50	1%
Debt Interest	510	450	450	380	(70)	-16%	(70)	-16%
Total Expenditures	2,099,716	2,187,430	2,162,280	2,234,676	72,396	3%	47,246	2%
Ending Balance	1,138,410	673,340	731,490	248,744	(482,746)	-66%	(424,596)	-63%

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

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


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

2022 Budget Changes


Annual adjustment for debt service allocation, WCIA insurance rates, technology services, interfund rental and utility overhead allocation

2022 Decision Packages

DP# 43	Interfund Services for Utilities	9,400	Ongoing
DP# 44	Water - Hydraulic Shoring Shield	10,000	One-Time
DP# 45	Public Works Yard Repairs and Leveling	73,334	One-Time
DP# 46	Phase 13 Waterline Replacement (2023)	486,661	One-Time
DP# 47	Yost & Seaview Reservoir Assessment	505,000	One-Time
DP# 48	Utility Rate and GFC adjustment and analysis	40,000	One-Time
DP# 49	2022 Waterline Replacement Overlays	175,000	One-Time
DP# 50	Phase 12 Waterline Replacement (2022)	2,159,412	One-Time
DP# 83	76th Ave. W @ 220th St. SW Improvements	15,840	One-Time
Total		3,474,647	

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

Description	2020 Actual	2021 Budget	2021 Estimate	2022 Budget	\$ Change 22-21 Estimate	% Change 22-21 Estimate	\$ Change 22-21 Budget	% Change 22-21 Budget
Beginning Balance	23,049,549	25,699,652	25,699,652	26,048,110	348,458	1%	348,458	1%
<u>Revenue</u>								
Grants	5,455	-	-	-	N/A	N/A	N/A	N/A
Water Sales and Services	9,900,450	10,004,937	10,210,693	10,416,436	205,743	2%	411,499	4%
Investment Interest	-	2,720	2,720	-	(2,720)	-100%	(2,720)	-100%
Leases Long-Term	59,628	41,500	41,500	41,500	-	0%	-	0%
Miscellaneous Revenues	10,830	200	200	200	-	0%	-	0%
Water Connection Fee	247,485	250,000	460,000	560,000	100,000	22%	310,000	124%
Total Revenues	10,223,848	10,299,357	10,715,113	11,018,136	303,023	3%	718,779	7%
<u>Expenditure</u>								
Depreciation	1,124,800	-	-	-	N/A	N/A	N/A	N/A
Salaries	778,649	793,475	793,475	842,096	48,621	6%	48,621	6%
Overtime	21,118	24,000	24,000	24,000	-	0%	-	0%
Benefits	237,464	328,865	328,865	330,100	1,235	0%	1,235	0%
Uniforms	4,371	4,000	4,000	4,000	-	0%	-	0%
Supplies	107,441	150,000	150,000	150,000	-	0%	-	0%
Resale Inventory - Water	1,920,834	2,170,000	2,170,000	2,170,000	-	0%	-	0%
Resale Inventory - Supplies	167,876	170,000	170,000	170,000	-	0%	-	0%
Small Equipment	6,927	11,000	11,000	11,000	-	0%	-	0%
Professional Services	132,093	993,949	1,018,160	1,539,883	521,723	51%	545,934	55%
Interfund Services	493,897	564,752	564,752	442,160	(122,592)	-22%	(122,592)	-22%
Communications	30,044	30,000	30,000	30,000	-	0%	-	0%
Training	-	200	200	200	-	0%	-	0%
Excise Tax	1,559,823	1,649,700	1,649,700	1,649,700	-	0%	-	0%
Rental/Lease	2,086	5,000	5,000	5,000	-	0%	-	0%
Interfund Rental	128,158	119,630	119,630	147,590	27,960	23%	27,960	23%
Insurance	52,541	97,844	97,844	107,265	9,421	10%	9,421	10%
Public Utility	32,670	35,775	35,775	35,000	(775)	-2%	(775)	-2%
Repairs & Maintenance	20,613	258,130	214,109	176,130	(37,979)	-18%	(82,000)	-32%
Miscellaneous	138,785	123,600	123,600	123,600	-	0%	-	0%
Interfund Transfer Out	731	644,130	644,130	645,370	1,240	0%	1,240	0%
Equipment	-	-	-	10,000	10,000	N/A	10,000	N/A
Construction Projects	-	1,976,050	1,602,465	1,888,334	285,869	18%	(87,716)	-4%
Debt Principal	-	413,780	413,780	428,490	14,710	4%	14,710	4%
Debt Interest	612,446	196,170	196,170	180,580	(15,590)	-8%	(15,590)	-8%
Debt Issue Costs	378	-	-	-	N/A	N/A	N/A	N/A
Total Expenditures	7,573,745	10,760,050	10,366,655	11,110,498	743,843	7%	350,448	3%
Ending Balance	25,699,652	25,238,959	26,048,110	25,955,748	(92,362)	0%	716,789	3%

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

Function

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

Budget Narrative

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


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

2022 Budget Changes


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

2022 Decision Packages

DP# 2	VEBA Contribution for Nonrepresented Employees	300	One-Time
DP# 43	Interfund Services for Utilities	9,400	Ongoing
DP# 45	Public Works Yard Repairs and Leveling	73,333	One-Time
DP# 48	Utility Rate and GFC adjustment and analysis	40,000	One-Time
DP# 51	Community Event Support - Overtime	20,000	Ongoing
DP# 52	Phase 4 Storm Maintenance Project (2023)	312,000	One-Time
DP# 53	Perrinville Creek Lower Restoration Project	550,000	One-Time
DP# 54	Lake Ballinger Regional Facility Design	300,000	One-Time
DP# 55	Edmonds Marsh Water Quality Improvements	190,000	One-Time
DP# 56	Stormwater Comprehensive Plan Update	300,000	One-Time
DP# 57	2022 Street Pavement Overlays	60,000	One-Time
DP# 58	Phase 3 Storm Maintenance Project (2022)	1,462,600	One-Time
DP# 59	Phase 2 Seaview Infiltration Facility	556,237	One-Time
DP# 60	Perrinville Creek Projects	121,542	One-Time
DP# 61	Green Street & Rain Gardens	400,000	One-Time
DP# 83	76th Ave. W @ 220th St. SW Improvements	21,062	One-Time
DP# 85	Citywide Pedestrian Crossing Enhancements	310	One-Time
DP# 93	Elm Way Walkway (8th Ave. S to 9th Ave. S)	349,900	One-Time
Total		4,766,684	

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

Description	2020 Actual	2021 Budget	2021 Estimate	2022 Budget	\$ Change 22-21 Estimate	% Change 22-21 Estimate	\$ Change 22-21 Budget	% Change 22-21 Budget
Beginning Balance	12,607,148	13,590,688	13,590,690	13,638,345	47,655	0%	47,657	0%
<u>Revenue</u>								
Grants	509,469	233,750	233,750	1,731,250	1,497,500	641%	1,497,500	641%
Stormwater Sales	5,423,237	5,848,125	5,938,490	6,502,647	564,157	10%	654,522	11%
Illegal Discharge Fine	-	500	500	500	-	0%	-	0%
Investment Interest	-	3,100	3,100	-	(3,100)	-100%	(3,100)	-100%
Leases Long-Term	19,207	18,500	18,500	18,500	-	0%	-	0%
Miscellaneous Revenues	10,832	-	-	-	N/A	N/A	N/A	N/A
Gains (Losses)	(650,489)	-	-	-	N/A	N/A	N/A	N/A
Water Connection Fee	42,573	25,000	50,000	25,000	(25,000)	-50%	-	0%
Proceeds Of LT Debt	-	136,250	136,250	-	(136,250)	-100%	(136,250)	-100%
Total Revenues	5,354,829	6,265,225	6,380,590	8,277,897	1,897,307	30%	2,012,672	32%
<u>Expenditure</u>								
Depreciation	661,015	-	-	-	N/A	N/A	N/A	N/A
Salaries	653,753	723,700	723,700	734,284	10,584	1%	10,584	1%
Overtime	13,321	6,000	26,000	26,000	-	0%	20,000	333%
Benefits	250,625	318,735	318,735	294,767	(23,968)	-8%	(23,968)	-8%
Uniforms	8,407	6,500	6,500	6,500	-	0%	-	0%
Supplies	25,331	46,000	43,000	46,000	3,000	7%	-	0%
Small Equipment	2,464	4,000	2,000	4,000	2,000	100%	-	0%
Professional Services	608,860	1,930,748	1,381,478	2,432,455	1,050,977	76%	501,707	26%
Interfund Services	709,131	797,268	797,268	745,570	(51,698)	-6%	(51,698)	-6%
Communications	6,187	3,200	7,000	3,200	(3,800)	-54%	-	0%
Training	-	4,300	2,000	4,300	2,300	115%	-	0%
Excise Taxes	571,195	470,100	470,100	470,100	-	0%	-	0%
Rental/Lease	4,959	6,000	3,000	6,000	3,000	100%	-	0%
Interfund Rental	264,830	261,778	261,778	261,150	(628)	0%	(628)	0%
Insurance	116,576	66,216	66,216	144,126	77,910	118%	77,910	118%
Public Utility	12,102	11,025	11,025	10,500	(525)	-5%	(525)	-5%
Repairs & Maintenance	19,839	64,130	101,850	67,130	(34,720)	-34%	3,000	5%
Miscellaneous	168,831	255,300	247,087	232,300	(14,787)	-6%	(23,000)	-9%
Interfund Transfer Out	-	281,810	287,986	297,787	9,801	3%	15,977	6%
Construction Projects	-	1,581,000	1,120,132	2,397,333	1,277,201	114%	816,333	52%
Debt Principal	-	345,170	345,170	353,520	8,350	2%	8,350	2%
Debt Interest	273,861	110,910	110,910	101,180	(9,730)	-9%	(9,730)	-9%
Total Expenditures	4,371,287	7,293,890	6,332,935	8,638,202	2,305,267	36%	1,344,312	18%
Ending Balance	13,590,690	12,562,023	13,638,345	13,278,040	(360,305)	-3%	716,017	6%

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 at times the Ballinger pump station. The cost of the Lynnwood treatment plant along with debt financing for capital projects are the largest individual non-labor expenses. Labor costs, equipment, and supplies are also required to properly maintain and provide a reliable and odor free sewer collection system.

Treatment Plant Operations

Due to the regional nature of the Treatment Plant, other agencies pay a proportionate share of both operating and capital expenditures. The City of Edmonds pays approximately 50% of both O&M and capital expenses. After taking into consideration significant energy savings and reallocating line items to be more accurate, the department will not be requesting increases in operating expenses under our control other than staffing.

The Capital Program has begun work on the Phase 6 Carbon Recovery project construction, beginning in 2020 and completing in 2022. The City has entered into an agreement with the WA State Department of Enterprise Services to ensure the project construction will be completed on time and within budget over the next three years. The Carbon Recovery project will replace the sanitary sewage incinerator (SSI) and associated equipment and is the single best opportunity for the WWTP to meet the goals and objectives of Council Resolution 1389, which commits Edmonds to achieving or exceeding established environmental goals.


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

2022 Budget Changes


Annual adjustment for debt service allocation, WCIA insurance rates, technology services, interfund rental and utility overhead allocation

2022 Decision Packages

DP# 2	VEBA Contribution for Nonrepresented Employees	600	One-Time
DP# 43	Interfund Services for Utilities	9,400	Ongoing
DP# 45	Public Works Yard Repairs and Leveling	73,333	One-Time
DP# 48	Utility Rate and GFC adjustment and analysis	40,000	One-Time
DP# 62	Phase 10 Sanitary Sewer Replacemet (2023)	336,074	One-Time
DP# 63	Citywide Cured-In-Place Sewer Pipe Phase 4	482,258	One-Time
DP# 64	2022 Sanitary Sewer Replacement Overlays	60,000	One-Time
DP# 65	Phase 9 Sewer Replacement (2022)	1,606,550	One-Time
DP# 66	2022 O&M Staffing Plan	214,000	Ongoing
DP# 67	2022 Carbon Recovery Project Costs	1,753,156	One-Time
DP# 68	2022 City Park Odor Scrubber	448,020	One-Time
Total		5,023,391	

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

					\$ Change	% Change	\$ Change	%
	2020	2021	2021	2022	22-21	22-21	22-21	Change
Description	Actual	Budget	Estimate	Budget	Estimate	Estimate	Budget	Budget
Beginning Balance	46,572,054	52,398,428	52,398,428	43,391,480	(9,006,948)	-17%	(9,006,948)	-17%
<u>Revenue</u>								
Other/Non-Bus/Lic/Permit	13,322	11,000	12,000	13,000	1,000	8%	2,000	18%
Grants	17,884	-	-	-	N/A	N/A	N/A	N/A
Sewer Sales and Services	11,749,127	12,970,755	12,700,642	13,227,258	526,616	4%	256,503	2%
Investment Interest	165,847	61,350	580	74,410	73,830	12729%	13,060	21%
Miscellaneous Revenues	97,036	-	-	-	N/A	N/A	N/A	N/A
Gains/Losses	(171,170)	-	-	-	N/A	N/A	N/A	N/A
Capital Contributions	4,638,533	8,856,339	8,856,339	839,208	(8,017,131)	-91%	(8,017,131)	-91%
Sewer Connection Fee	75,154	110,000	650,000	1,000,000	350,000	54%	890,000	809%
Interfund Transfer In	-	9,121,006	9,121,006	847,464	(8,273,542)	-91%	(8,273,542)	-91%
Total Revenues	16,585,733	31,130,450	31,340,567	16,001,340	(15,339,227)	-49%	(15,129,110)	-49%
<u>Expenditure</u>								
Depreciation	2,243,954	-	-	-	N/A	N/A	N/A	N/A
Salaries	1,871,771	2,027,508	2,027,508	2,090,461	62,953	3%	62,953	3%
Overtime	106,756	95,000	125,000	95,000	(30,000)	-24%	-	0%
Benefits	641,269	871,564	871,564	847,408	(24,156)	-3%	(24,156)	-3%
Uniforms	7,967	8,500	8,659	9,500	841	10%	1,000	12%
Supplies	397,447	404,000	469,821	421,000	(48,821)	-10%	17,000	4%
Fuel Consumed	24,125	30,000	51,000	60,000	9,000	18%	30,000	100%
Sewer Inventory	9,425	4,000	4,000	4,000	-	0%	-	0%
Small Equipment	42,891	35,000	90,000	35,000	(55,000)	-61%	-	0%
Professional Services	656,930	1,368,458	1,240,803	1,227,614	(13,189)	-1%	(140,844)	-10%
Interfund Services	811,674	773,390	773,390	966,270	192,880	25%	192,880	25%
Communications	42,785	43,000	43,000	43,000	-	0%	-	0%
Training	-	5,000	5,000	5,000	-	0%	-	0%
Excise Tax	980,846	968,000	968,000	978,000	10,000	1%	10,000	1%
Rental/Lease	17,742	9,500	9,500	9,500	-	0%	-	0%
Interfund Rental	302,466	320,398	320,398	307,910	(12,488)	-4%	(12,488)	-4%
Insurance	175,867	160,967	160,967	185,052	24,085	15%	24,085	15%
Public Utility	1,174,096	1,979,985	1,999,625	1,532,060	(467,565)	-23%	(447,925)	-23%
Repairs & Maintenance	252,808	520,630	538,135	790,630	252,495	47%	270,000	52%
Miscellaneous	146,215	129,350	129,350	126,350	(3,000)	-2%	(3,000)	-2%
Interfund Transfer Out	-	10,180,936	10,180,936	1,909,744	(8,271,192)	-81%	(8,271,192)	-81%
Construction Projects	-	19,756,808	19,530,569	3,265,383	(16,265,186)	-83%	(16,491,425)	-83%
Debt Principal	-	417,630	417,630	390,950	(26,680)	-6%	(26,680)	-6%
Debt Interest	847,239	382,660	382,660	356,980	(25,680)	-7%	(25,680)	-7%
Debt Issue Costs	5,086	-	-	-	N/A	N/A	N/A	N/A
Total Expenditures	10,759,359	40,492,284	40,347,515	15,656,812	(24,690,703)	-61%	(24,835,472)	-61%
Ending Balance	52,398,428	43,036,594	43,391,480	43,736,008	344,528	1%	699,414	2%

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


Function

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

2022 Budget Changes

Annual adjustment for debt service allocation

Description	2020 Actual	2021 Budget	2021 Estimate	2022 Budget	\$ Change 22-21 Estimate	% Change 22-21 Estimate	\$ Change 22-21 Budget	% Change 22-21 Budget
Beginning Balance	843,961	843,961	843,961	843,961	-	0%	-	0%
<u>Revenue</u>								
Transfer In from 421	-	644,130	644,130	645,370	1,240	0%	1,240	0%
Transfer In from 422	-	281,810	281,810	281,050	(760)	0%	(760)	0%
Transfer In from 423	-	1,059,930	1,059,930	1,062,280	2,350	0%	2,350	0%
Total Revenues	-	1,985,870	1,985,870	1,988,700	2,830	0%	2,830	0%
<u>Expenditure</u>								
Bond Principal	-	785,020	785,020	810,010	24,990	3%	24,990	3%
Bond Interest	-	1,200,850	1,200,850	1,178,700	(22,150)	-2%	(22,150)	-2%
Total Expenditures	-	1,985,870	1,985,870	1,988,710	2,840	0%	2,840	0%
Ending Balance	843,961	843,961	843,961	843,951	(10)	0%	(10)	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.

2022 Budget Changes

Annual adjustment for interfund rental and WCIA insurance rates

2022 Decision Packages


DP#	2	VEBA Contribution for Nonrepresented Employees	600	One-Time
DP#	13	Body Worn & Fleet Cameras & Digital Evidence Mgmt.	210,000	One-Time
DP#	26	Replacement Fleet Vehicle - Parks	60,000	One-Time
DP#	35	Facilities - Maintenance Vehicles	145,000	One-Time
DP#	69	Operation cost increases - Fleet Management	10,500	Ongoing
DP#	70	2022 Vehicle Replacements	485,000	One-Time
Total			911,100	

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

					%		%	
					\$ Change	Change	\$ Change	Change
Description	2020 Actual	2021 Budget	2021 Estimate	2022 Budget	21-20 Estimate	21-20 Estimate	21-20 Budget	21-20 Budget
511 Equipment Rental Fund								
Beginning Balance	10,016,267	9,103,794	9,103,794	8,999,440	(104,354)	-1%	(104,354)	-1%
Revenue								
Grants	2,920	-	-	-	N/A	N/A	N/A	N/A
Garage Services	5,659	12,000	12,000	12,000	-	0%	-	0%
Other Environmental Services	39,252	-	-	-	N/A	N/A	N/A	N/A
Sales and Services	637,713	739,140	739,140	784,070	44,930	6%	44,930	6%
Investment Income	149,766	86,880	86,880	160,200	73,320	84%	73,320	84%
Rental Charge - B Fund	820,430	488,080	488,080	964,650	476,570	98%	476,570	98%
Miscellaneous Revenue	313	-	-	-	N/A	N/A	N/A	N/A
Insurance Recovery	61,566	5,000	5,000	5,000	-	0%	-	0%
Capital Assets Disposition	64,499	-	-	-	N/A	N/A	N/A	N/A
Total Revenues	1,782,118	1,331,100	1,331,100	1,925,920	594,820	45%	594,820	45%
Expenditure								
Depreciation	595,636	-	-	-	N/A	N/A	N/A	N/A
Salaries	270,390	272,384	272,384	275,712	3,328	1%	3,328	1%
Overtime	1,406	2,000	2,000	2,000	-	0%	-	0%
Benefits	(63,728)	116,481	116,481	112,077	(4,404)	-4%	(4,404)	-4%
Uniforms	1,186	1,000	1,500	1,500	-	0%	500	50%
Supplies	80,285	120,000	120,000	120,000	-	0%	-	0%
Fuel Consumed	-	1,000	1,000	1,000	-	0%	-	0%
Resale Supplies	171,703	258,000	263,000	268,000	5,000	2%	10,000	4%
Small Equipment	3,487	58,000	58,000	58,000	-	0%	-	0%
Professional Services	4,498	3,750	3,750	3,750	-	0%	-	0%
Interfund Services	-	43,000	43,000	43,000	-	0%	-	0%
Interfund Rental	11,250	11,290	11,290	9,660	(1,630)	-14%	(1,630)	-14%
Communication	2,303	3,000	3,000	3,000	-	0%	-	0%
Travel	-	1,000	1,000	1,000	-	0%	-	0%
Rental/Lease	1,098	1,500	1,500	1,500	-	0%	-	0%
Insurance	43,001	40,910	40,910	41,261	351	1%	351	1%
Public Utilities	15,444	14,500	14,500	14,000	(500)	-3%	(500)	-3%
Repair and Maintenance	44,848	60,000	60,000	60,000	-	0%	-	0%
Miscellaneous	11,784	12,000	12,000	12,000	-	0%	-	0%
Machinery and Equipment	-	410,139	410,139	915,000	504,861	123%	504,861	123%
Interfund Transfer	1,500,000	-	-	-	N/A	N/A	N/A	N/A
Total Expenditures	2,694,591	1,429,954	1,435,454	1,942,460	507,006	35%	512,506	36%
Ending Balance	9,103,794	9,004,940	8,999,440	8,982,900	(16,540)	0%	(22,040)	0%



This page is intentionally left blank.

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

Function

The City Council established this Fund in 1984 to provide money for large maintenance and repair projects and to account for expenditures. It should be noted that although Fund 016 is not primarily for capital improvements; however, some projects could qualify as Capital Improvement Plan (CIP) expenditures.


Budget Narrative

The maintenance and operation expenses of City-owned buildings depend primarily on the General Fund. Properly maintained City buildings play an integral role to deliver efficient and effective services to Edmonds' citizens and assist the various City departments in their missions. Currently, due to the continued lack of General Fund Revenues, there is insufficient staffing and money for all of the necessary repairs and capital renovation projects for City buildings. This is reflected in the large list of potential projects included in the Capital Improvement Plan and its stated need to increase funding to keep up with the work demand on the designed six-year schedule. In 2015, a consultant study was completed that documents the extent of the ongoing needs of City facilities.

2022 Decision Packages

DP# 45	Public Works Yard Repairs and Leveling	110,000	One-Time
DP# 71	Citywide Electric Vehicle Charging Network	260,000	One-Time
DP# 72	Solar Plant Renewal and Grant Application	230,000	One-Time
DP# 73	Painting of Buildings at Various Locations	230,000	One-Time
DP# 74	Repairs to Library West Deck	60,000	One-Time
DP# 75	Electric Vehicle Charging Infrastructure	90,000	One-Time
Total		980,000	

Description	2020 Actual	2021 Budget	2021 Estimate	2022 Budget	\$ Change 22-21 Estimate	% Change 22-21 Estimate	\$ Change 22-21 Budget	% Change 22-21 Budget
Beginning Balance	210,222	210,222	210,222	4,610,222	4,400,000	2093%	4,400,000	2093%
Revenue								
Bond Proceeds	-	-	4,400,000	-	(4,400,000)	-100%	N/A	N/A
Total Revenue	-	-	4,400,000	-	(4,400,000)	-100%	N/A	N/A
Expenditure								
Professional Services	-	-	-	115,000	115,000	N/A	115,000	N/A
Repairs and Maintenance	-	-	-	665,000	665,000	N/A	665,000	N/A
Machinery/Equipment	-	-	-	90,000	90,000	N/A	90,000	N/A
Construction	-	-	-	110,000	110,000	N/A	110,000	N/A
Interfund Transfer	-	210,222	-	-	N/A	N/A	(210,222)	-100%
Total Expenditure	-	210,222	-	980,000	980,000	N/A	769,778	366%
Ending Balance	210,222	-	4,610,222	3,630,222	(980,000)	-21%	3,630,222	N/A

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.

2022 Budget Changes


Annual adjustment for debt service and overhead allocations

2022 Decision Packages

DP# 76	2022 Pavement Overlay Program	500,000	One-Time
DP# 77	Transportation Plan Update	185,000	One-Time
DP# 78	76th Ave. W Overlay from 196th to OVD	1,295,390	One-Time
DP# 79	Citywide Improvements to Bicycle Transportation	1,323,471	One-Time
DP# 80	Stage 2 Hwy 99 Revitalization & Gateway Project	7,660,000	One-Time
DP# 81	Stage 3 Hwy 99 Revitalization & Gateway Project	640,000	One-Time
DP# 82	Stage 4 Hwy 99 Revitalization & Gateway Project	400,000	One-Time
DP# 83	76th Ave. W @ 220th St. SW Improvements	309,225	One-Time
DP# 84	84th Ave. W Overlay from 220th to 212th	5,000	One-Time
DP# 85	Citywide Pedestrian Crossing Enhancements	6,640	One-Time
DP# 86	SR-104 Traffic Signal Upgrades and Synchronization	105,000	One-Time
Total		12,429,726	

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

Description	2020 Actual	2021 Budget	2021 Estimate	2022 Budget	\$ Change 22-21 Estimate	% Change 22-21	\$ Change 22-21 Budget	% Change 22-21
Beginning Balance	1,421,771	2,081,664	2,081,664	2,075,270	(6,394)	0%	(6,394)	0%
<u>Revenue</u>								
Grants	660,819	2,250,935	2,370,492	9,486,510	7,116,018	300%	7,235,575	321%
Motor Vehicle Fuel Tax	193,727	192,350	192,350	192,350	-	0%	-	0%
Interlocal Revenue	86,221	180,000	416,714	2,071,186	1,654,472	397%	1,891,186	1051%
Traffic Impact Fees	805,648	330,000	340,000	1,000,000	660,000	194%	670,000	203%
Investment Interest	-	150	150	-	(150)	-100%	(150)	-100%
Contributions	1,005	-	-	-	N/A	N/A	N/A	-
Miscellaneous Revenue	11,971	-	-	-	N/A	N/A	N/A	N/A
Interfund Transfer In	210,123	114,950	114,950	608,975	494,025	430%	494,025	430%
Total Revenues	1,969,514	3,068,385	3,434,656	13,359,021	9,924,365	289%	10,290,636	335%
<u>Expenditure</u>								
Non Expenditures	40,121	-	-	-	N/A	N/A	N/A	N/A
Salaries	10,567	-	-	-	N/A	N/A	N/A	N/A
Benefits	6,614	-	-	-	N/A	N/A	N/A	N/A
Supplies	10,123	-	-	-	N/A	N/A	N/A	N/A
Professional Services	464,269	1,441,455	1,819,495	2,638,650	819,155	45%	1,197,195	83%
Interfund Services	159,333	140,392	378,538	520,910	142,372	38%	380,518	271%
Repair and Maintenance	416,091	103,670	99,289	1,495,470	1,396,181	1406%	1,391,800	1343%
Intangible Rights to Land	4,686	33,000	37,208	-	(37,208)	-100%	(33,000)	-100%
Construction Projects	163,784	955,000	917,740	7,705,471	6,787,731	740%	6,750,471	707%
Interfund Transfer Out	-	114,950	114,950	108,975	(5,975)	-5%	(5,975)	-5%
Debt Principal	32,081	72,220	72,220	72,220	-	0%	-	0%
Debt Interest	1,952	1,610	1,610	1,250	(360)	-22%	(360)	-22%
Total Expenditures	1,309,621	2,862,297	3,441,050	12,542,946	9,101,896	265%	9,680,649	338%
Ending Balance	2,081,664	2,287,752	2,075,270	2,891,345	816,075	39%	603,593	26%

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

Function


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

2022 Budget Changes


Annual adjustment for the overhead allocation.

2022 Decision Packages

DP# 76	2022 Pavement Overlay Program	500,000	One-Time
DP# 79	Citywide Improvements to Bicycle Transportation	238,919	One-Time
DP# 85	Citywide Pedestrian Crossing Enhancements	820	One-Time
DP# 86	SR-104 Traffic Signal Upgrades and Synchronization	45,000	One-Time
DP# 87	2022 Pedestrian Safety Program	20,185	One-Time
DP# 88	2022 Traffic Signal Upgrades	30,280	One-Time
DP# 89	Design Assistance for Concrete Crews	20,000	Ongoing
DP# 90	Civic Park Construction	2,898,672	One-Time
DP# 91	Yost Pool Repairs (Fund 125)	175,000	One-Time
DP# 92	Accessible Playground Upgrades (Fund 125)	175,000	One-Time
Total		4,103,876	

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

Description	2020 Actual	2021 Budget	2021 Estimate	2022 Budget	\$ Change 22-21 Estimate	% Change 22-21 Estimate	\$ Change 22-21 Budget	% Change 22-21 Budget
Beginning Balance	2,625,364	2,571,982	2,571,982	3,065,531	493,549	19%	493,549	19%
<u>Revenue</u>								
Local Real Estate Tax - 2nd Half	1,826,660	1,250,000	1,705,000	2,200,000	495,000	29%	950,000	76%
Investment Interest	54,497	32,050	74,000	71,020	(2,980)	-4%	38,970	122%
Total Revenues	1,881,157	1,282,050	1,779,000	2,271,020	492,020	28%	988,970	77%
<u>Expenditure</u>								
Supplies	18,697	121,000	121,000	21,000	(100,000)	-83%	(100,000)	-83%
Professional Services	354,430	154,597	182,022	366,820	184,798	102%	212,223	137%
Intefund Services	40,770	41,029	45,118	42,500	(2,618)	-6%	1,471	4%
Repair and Maintenance	295,163	105,000	410,231	566,500	156,269	38%	461,500	440%
Interfund Transfer	430	190	717	2,534	1,817	253%	2,344	1234%
Construction Projects	1,225,049	1,179,482	526,363	3,280,522	2,754,159	523%	2,101,040	178%
Total Expenditures	1,934,539	1,601,298	1,285,451	4,279,876	2,994,425	233%	2,678,578	167%
Ending Balance	2,571,982	2,252,734	3,065,531	1,056,675	(2,008,856)	-66%	(1,196,059)	-53%

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

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


The Special Capital Fund was established in 1996 to simplify and facilitate the accounting for the purchase and renovation of the Edmonds Financial Center Building, now known as City Hall. Major 2021 projects include, among others, the Pavement Overlay Program, Citywide Pedestrian Enhancements, the Highway 99 Revitalization Project, as well as the Civic Field project.

2022 Budget Changes


Annual adjustment for debt service and overhead allocations.

2022 Decision Packages

DP#	76	2022 Pavement Overlay Program	500,000	One-Time
DP#	78	76th Ave. W Overlay from 196th to OVD	368,333	One-Time
DP#	84	84th Ave. W Overlay from 220th to 212th	780	One-Time
DP#	85	Citywide Pedestrian Crossing Enhancements	2,230	One-Time
DP#	93	Elm Way Walkway (8th Ave. S to 9th Ave. S)	551,880	One-Time
DP#	94	2022 Traffic Calming Program	15,130	One-Time
DP#	95	2022 Guardrail Program	20,180	One-Time
DP#	96	Land Acquisition Consulting Services (Fund 126)	45,000	One-Time
Total			1,503,533	

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

Description	2020 Actual	2021 Budget	2021 Estimate	2022 Budget	\$ Change 22-21 Estimate	% Change 22-21 Estimate	\$ Change 22-21 Budget	% Change 22-21 Budget
Beginning Balance	2,486,325	2,310,167	2,310,167	2,238,445	(71,722)	-3%	(71,722)	-3%
<u>Revenue</u>								
Local Real Estate Tax-1st Half	1,826,660	1,250,000	1,705,000	2,200,000	495,000	29%	950,000	76%
Investment Interest	46,685	35,240	64,000	61,030	(2,970)	-5%	25,790	73%
Total Revenues	1,873,345	1,285,240	1,769,000	2,261,030	492,030	28%	975,790	76%
<u>Expenditure</u>								
Supplies	4,439	-	-	-	N/A	N/A	N/A	N/A
Professional Services	614,021	470,993	601,726	240,553	(361,173)	-60%	(230,440)	-49%
Interfund Services	91,344	102,241	142,626	68,500	(74,126)	-52%	(33,741)	-33%
Repair and Maintenance	245,532	97,050	301,309	751,790	450,481	150%	654,740	675%
Construction Projects	923,674	983,137	389,741	456,000	66,259	17%	(527,137)	-54%
Interfund Transfer Out	142,731	138,910	143,740	144,970	1,230	1%	6,060	4%
Debt Principal	24,219	144,530	144,530	149,820	5,290	4%	5,290	4%
Debt Interest	3,543	117,050	117,050	110,640	(6,410)	-5%	(6,410)	-5%
Total Expenditures	2,049,503	2,053,911	1,840,722	1,922,273	81,551	4%	(131,638)	-6%
Ending Balance	2,310,167	1,541,496	2,238,445	2,577,202	338,757	15%	1,035,706	67%

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

Function


Fund 132 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. The fund number changed from Fund 132 to Fund 332, a capital projects fund, during the 2018 budget process. Fund 332 is for 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 restricted and unrestricted funds including state and local grants, contributions from developers, general fund transfers, Park Improvement Funds and carryover from previous years.

2022 Budget Changes

Annual adjustment for the overhead allocation

2022 Decision Packages

DP# 90 Civic Park Construction	7,222,620	One-Time
Total	7,222,620	

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

Description	2020 Actual	2021 Budget	2021 Estimate	2022 Budget	\$ Change 22-21 Estimate	% Change 22-21 Estimate	\$ Change 22-21 Budget	% Change 22-21 Budget
Program 000								
Beginning Balance	4,865,418	5,084,822	5,084,822	3,116,057	(1,968,765)	-39%	(1,968,765)	-39%
<u>Revenue</u>								
Grants	1,086,524	-	267,107	2,228,000	1,960,893	734%	2,228,000	N/A
Investment Interest	23,893	28,080	28,080	24,510	(3,570)	-13%	(3,570)	-13%
Parks Donations	-	500,000	-	642,000	642,000	N/A	142,000	28%
Bond Proceeds	-	-	1,634,450	-	(1,634,450)	-100%	N/A	N/A
Total Revenue	1,110,417	528,080	1,929,637	2,894,510	964,873	50%	2,366,430	448%
<u>Expenditure</u>								
Interfund Services	179,290	45,833	167,358	95,832	(71,526)	-43%	49,999	109%
Construction Projects	405,161	4,752,537	3,731,044	5,711,168	1,980,124	53%	958,631	20%
Professional Services	286,246	-	-	-	N/A	N/A	N/A	N/A
Interfund Transfer To Fd 117	20,316	44,000	-	63,000	63,000	N/A	19,000	43%
Debt Issue Costs	-	-	-	98,398	98,398	N/A	98,398	N/A
Total Expenditure	891,013	4,842,370	3,898,402	5,968,398	2,069,996	53%	1,126,028	23%
Ending Balance	5,084,822	770,532	3,116,057	42,169	(3,073,888)	-99%	(728,363)	-95%

Description	2020 Actual	2021 Budget	2021 Estimate	2022 Budget	\$ Change 22-21 Estimate	% Change 22-21 Estimate	\$ Change 22-21 Budget	% Change 22-21 Budget
Program 100 - Park Impact Fees								
Beginning Balance	1,577,730	1,068,688	1,068,688	1,438,588	369,900	35%	369,900	35%
<u>Revenue</u>								
Park Impact Fees	543,288	843,490	348,950	874,575	525,625	151%	31,085	4%
Investment Interest	47,670	20,950	20,950	53,600	32,650	156%	32,650	156%
Total Revenue	590,958	864,440	369,900	928,175	558,275	151%	63,735	7%
<u>Expenditure</u>								
Construction	1,100,000	710,120	-	1,352,620	1,352,620	N/A	642,500	90%
Total Expenditure	1,100,000	710,120	-	1,352,620	1,352,620	N/A	642,500	90%
Ending Balance	1,068,688	1,223,008	1,438,588	1,014,143	(424,445)	-30%	(208,865)	-17%



This page is intentionally left blank.

Rates of Pay

Elected Officials	Minimum	Maximum
Council Member Position	\$ 17,000	\$ 17,000
Council President	20,600	20,600
Judge	135,461	135,461
Mayor	136,211	136,211
Non-Represented	Minimum	Maximum
Administrative Services Director	141,956	190,235
Arts & Cultural Services Program Manager	91,506	122,627
Assistant Finance Director	111,227	149,055
Assistant Police Chief	135,197	181,176
Associate Engineer	79,046	105,929
Associate Planner	79,046	105,929
Building Official	105,929	141,956
Capital Projects Manager	87,150	116,788
City Clerk	100,885	135,197
City Engineer	135,197	181,176
Community Services & Economic Development Director	141,956	190,235
Court Administrator	96,082	128,758
Deputy Administrative Services Director	122,627	164,332
Deputy Parks & Recreation Services Director	122,627	164,332
Development Services Director	141,956	190,235
Engineering Program Manager II	91,506	122,627
Environmental Program Manager	100,885	135,197
Executive Assistant Confidential	71,698	96,082
Executive Assistant To The Mayor	75,282	100,885
Facilities Manager	100,885	135,197
Fleet Manager	91,506	122,627
Human Resources Assistant	43,057	57,701
Human Resources Analyst	75,282	100,885
Human Resources Director	141,956	190,235
Human Services Program Manager	82,999	111,227
Information Services Manager	105,929	141,956
Parks And Recreation Director	141,956	190,235
Parks Maintenance Manager	91,506	122,627
Planner	71,698	96,082
Planning Manager	111,227	149,055
Police Chief	139,173	186,505
Public Works & Utilities Director	132,546	177,623
Recreation Supervisor	82,999	111,227
Recycling Coordinator	71,698	96,082
Safety & Risk/Disaster Coordinator	71,698	96,082
Senior Human Resources Analyst	82,999	111,227
Senior Planner	87,150	116,788
Senior Utilities Engineer	111,227	149,055
Stormwater Engineer	96,082	128,758
Street/Storm Manager	105,929	141,956
Transportation Engineer	100,885	135,197
Urban Forest Planner	87,150	116,788
Wastewater Treatment Plant Manager	122,627	164,332
Wastewater Treatment Plant Supervisor	96,082	128,758
Water/Sewer Manager	105,929	141,956

Rates of Pay

Police Non-Commissioned	Minimum	Maximum
Animal Control Officer	\$ 54,575	\$ 79,046
Domestic Violence Coordinator	26,186	32,461
Part Time Administrative Assistant	23,155	28,721
Part Time Parking Enforcement Officer	23,155	28,721
Police Services Assistant	49,249	61,070
Property Officer/Evidence Technician	52,177	64,661
Senior Animal Control Officer	57,970	71,955

Police Guild	Minimum	Maximum
Administrative Sergeant	118,582	122,698
Corporal	105,144	109,632
Detective Corporal	109,350	114,017
Police Officer 1st Class	87,276	100,128
Police Officer 2nd Class	74,964	77,652
Professional Standards Sergeant	118,582	122,698
Sergeant	115,128	119,124

Teamsters	Minimum	Maximum
Building Maintenance Operator	62,160	75,600
Cemetery Sexton	65,256	79,404
City Electrician	72,000	87,528
Custodian	44,196	53,700
Lead Custodian	53,700	65,256
Maintenance Custodian	46,404	56,400
Mechanic	62,160	75,600
Parks Maintenance Lead Worker	72,000	87,528
Parks Maintenance Worker	51,096	62,160
Parks Maintenance Mechanic	62,160	75,600
Senior Parks Maintenance Worker-Horticulturist	59,172	72,000
Senior Parks Maintenance Worker	59,172	72,000
Sewer Maintenance Lead Worker	72,000	87,528
Sewer Maintenance Worker	53,700	65,256
Senior Sewer Maintenance Worker	68,484	83,388
Senior Storm GIS Technician/Maintenance Worker	62,160	75,600
Senior Storm Maintenance Worker	59,172	72,000
Senior Street Maintenance Worker	59,172	72,000
Senior Water Maintenance Worker	59,172	72,000
Senior Mechanic	65,256	79,404
Stormwater Maintenance Lead Worker	72,000	87,528
Storm Maintenance Worker	51,096	62,160
Street Maintenance Lead Worker	72,000	87,528
Traffic Control Technician	62,160	75,600
Water Maintenance Lead Worker	72,000	87,528
Water Maintenance Worker	53,700	65,256
Water Meter Reader	48,684	59,172
Water Quality Control Technician	65,256	79,404

Rates of Pay

Teamsters (Continued)	Minimum	Maximum
Senior WWTP Instrument Technician/Plant Electrician	72,000	87,528
Senior WWTP Laboratory Technician	72,000	87,528
WWTP Pre-Treatment Technician	68,484	83,388
WWTP Lead Operator	72,000	87,528
WWTP Maintenance Mechanic	72,000	87,528
WWTP Senior Mechanic	65,256	79,404
WWTP Operator	65,256	79,404

AFSCME	Minimum	Maximum
Accountant	77,928	96,660
Accounting Specialist	57,756	71,628
Administrative Assistant	57,756	71,628
Business License Clerk	51,660	64,020
Code Enforcement Officer	68,844	85,296
Combination Building Inspector	70,884	87,852
Communications Strategist/Public Information Officer	61,356	76,128
Community Services Program Coordinator	68,844	85,296
Court Clerk	51,660	64,020
Cultural Arts Program Specialist	54,516	67,644
Deputy City Clerk	53,604	71,832
Engineering Technician II	64,896	80,448
Engineering Technician III	73,500	91,116
Environmental Education & Sustainability Coordinator	73,500	91,116
Executive Assistant	61,356	76,128
Financial Analyst	77,928	96,660
Financial Manager	77,928	96,660
GIS Analyst	77,928	96,660
Information Systems Specialist	73,500	91,116
Lead Court Clerk	57,756	71,628
Office Assistant	43,212	53,604
Office Coordinator	61,356	76,128
Part Time IT Assistant	57,756	71,628
PC Support Technician	64,896	80,448
Permit Coordinator	57,756	71,628
Plans Examiner	70,200	87,012
Probation Officer	61,356	76,128
Program Assistant	54,516	67,644
Public Records Officer	64,896	80,448
Public Works Finance Manager	77,928	96,660
Recreation Coordinator	73,500	91,116
Recreation Leader - Preschool	38,532	47,748
Recreation Leader - Gymnastics	19,266	23,874
Recreation Leader - Interpretive Specialist	19,266	23,874
Senior Combination Building Inspector	77,928	96,660
Senior Construction Inspector	73,500	91,116
Senior Permit Coordinator	64,896	80,448
Senior Plans Examiner	73,500	91,116
Senior Office Specialist	48,516	60,156
Stormwater Technician	64,896	80,448
Web Systems Analyst	68,844	85,296

Rates of Pay

Contract Positions	Minimum	Maximum
Legislative/Executive Assistant	74,101	74,101
Hourly		
Bailiff	19.23	23.38
Beautification Program Worker	16.17	19.66
Facility Attendant	13.87	16.86
Front Desk Receptionist	13.87	16.89
Gymnastics Assistant	12.33	14.99
Gymnastics Instructor I	12.33	14.99
Gymnastics Instructor II	16.17	19.66
Intern I	17.32	21.06
Intern II	22.13	26.90
Mechanic Assistant	16.17	19.66
Preschool Assistant	13.87	16.86
Pro Tem Judges	65.00	65.00
Ranger Naturalist Lead	18.21	22.13
Ranger/Naturalist	15.61	18.98
Summer Preschool Assistant	12.33	14.99
Summer Preschool Supervisor	18.21	22.13
Temporary Office Worker	15.61	18.98
Temporary Project Specialist	33.59	40.83
Tennis Instructor	19.23	23.98



City of Edmonds Finance Department
PROPOSED BUDGET
For the Fiscal Year Ending December 31, 2022
121 5th Avenue North
Edmonds, WA 98020
425-775-2525