City of Edmonds, Washington
2014 Proposed Budget

Staff Photos - Artists: Babcock, Dooley, Edwards, Howard, Jensen, Miller & Sher, Reiquam, Whitesavage & Lyle.

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

Dave Earling, Mayor

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

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October 1, 2013

Members of the City Council and the Citizens of Edmonds:

I am pleased to present to you the 2014 Edmonds City Budget. Unlike the 2013 Budget, which was at best, "hold the line and reductions", we present a budget of improvement for 2014.

We are beginning to see a positive turn in the economy; sales tax revenues are increasing and the real estate market has stabilized and shows signs of improvement. We are attracting new businesses on Highway 99, Westgate, 5 Corners and in the downtown core. Also we are finally showing increases in residential and commercial construction. With those improvements, obviously, our revenue projections are far ahead of last year.

Beyond the budget itself, much good work has gone on to improve our community, the economy and thus, our financial position. Our efforts in Economic Development are making good progress.

Automobile sales are strong and the quality businesses we are bringing into Edmonds are having a positive financial impact. The major improvements in Old Milltown, Salish Crossing and other new construction add a sense of vitality to the community. And let's not forget the dramatic expansion of Swedish/Edmonds Hospital that will bring new jobs and quality health care to Edmonds.

Our excellent staff continues to seek and gain grants that improve the city. Major infrastructure improvements, ongoing park improvements, traffic improvements, in large part occur from a variety of grants. I reported to you last year we had $14 M in grants underway or in the pipeline. Since last October, we have been successful in gaining another $3.1 M in additional grants. Without these quality staff grant writers, we would have little progress for major needed improvements.

Another important fact to remember is we made very deep cuts in the budget last year knowing the serious challenges we were facing. A 4.5% across the board, painful cut was made in each department, a renegotiated health care package resulted in a savings of $300,000, and the loss of 12 staff members, all led to an overall reduction in our General Fund of $1.5 million.

The turn in the economy, the dramatic reductions we made last year and the careful and conservative management by staff of this year's budget, allows us breathing room for this year.

In setting priorities for the aforementioned “breathing room", our focus for improving the city is on one-time expenditures. New staffing, while important, was considered after one-time expenditures were addressed.

On the revenue side, we assume a two percent under-expenditures or about $720 thousand to be utilized for one-time expenditures.

Due to a strengthening economy, projected 2013 actual revenues are 3% more than in our modified 2013 budget. Our 2014 General Fund revenues increase by 7.0% over those 2013 actuals. However, anticipated under-expenditures included as a revenue line item, increased fee permit revenues due to updated fees and major construction projects, an

increase in EMS Property tax which changes directly with property values and new reimbursements from street and utility funds for engineering services represent the majority of this growth. 2014 revenue growth due to the economy has been modestly projected.

Two additional efforts you need to be aware of are: we have negotiated a contract agreement with a private company who will handle our Labor and Industry claims saving the General Fund approximately $100,000 in the first year; additionally, I have asked the staff to do a thorough review of fees charged city wide, but principally in the Development Services and Engineering areas. Many of our fees have not been changed for nearly 20 years. Should the council approve the recommended changes, they will result in nearly $200,000 in new revenue. Even with the increase, our new fees structure will place us in the mid-range of fees charged by other regional cities.

Because of the very difficult reductions we made last year, additional new revenues will be focused as a priority on one-time expenditures which in many cases were deferred because of last year's difficult budget, or in other cases, have been deferred longer.

We all know that for the past several years we have not addressed our streets in a fundamentally responsible way. For the past four years no key streets in Edmonds have been repaved unless we have received a special grant, as is the case with the current repaving of 5th Avenue. Our streets simply are not in a condition that meets the expectation of the community.

Included in next year's budget I have designated $1.2 million dollars to change course and begin a street repaving program. This is approximately three times the traditional past practice yearly street investment, but we simply must "jump start" the program to recover for lost ground. If possible, we need to continue to provide this level of funding. That decision will need to be based on a yearly evaluation of the economy. In addition, I have set aside $300,000 for our basic street maintenance program.

Examples of other one-time expenditures include:

- $71,000 in information technology infrastructure updates designed to improve security and dependability of our technology network.
- GIS system improvements and a Human Resources Applicant Tracking System.
- Funding for design of a paperless court system.
- Consultant costs for undertaking a review of the City's critical areas ordinance with $40,000 in 2014.
- Consultant costs of $62,500 to complete the Parks and Recreation Open Space Plan update.
- Cash funding of $280,000 for the current ESCO III project which otherwise would have required a loan.
- $300,000 Energy Efficiency Project bringing LED fixtures to Street lights and replacing the aged HVAC system in the library.
- $43,000 to replace hardware and upgrade for the Public Safety Building HVAC system.
- Replacement of all city-owned downtown garbage receptacles.
- And knowing the council may have important one time projects they may wish to consider, we have set aside up to $600,000 for their project selection and implementation. At the same time, if council chooses not to select additional one-time expense projects, the funds may be returned to fund balance.

On the staffing side, this past year has been a challenge to maintain the level of service expected by the citizens of Edmonds. As you know, we had to make some mid-year adjustments in staffing as it became obvious workloads in certain areas were overwhelming staff.

With improving financial projections, I propose to add a position of Director of Development Services, as well as a new position of plan checker/building inspector. I also propose to add an engineering position that will be funded out of appropriate Public Works Funds.

We have also looked long and hard at improving our Development Services and Public Works Departments. We are engaged in a process of evaluating our permitting processes, and are making strides in streamlining and moving more permitting online, improving internal coordination, and setting fees to capture actual costs. With the major construction projects and improving economy, the workload is growing quickly. If we are to provide the efficiencies needed, we must also furnish the staffing.

Over the past several years Public Safety has been spread too thin with the reduction in programs and officers. The safety of our citizens should always be our first concern. The budget before you includes one FTE to reinstate an Assistant Police Chief and One FTE to lay the ground work for reinstatement of our Street Crimes Unit which will occur by 2015.

All of you are aware of the success of the Arts Summit this past April. Over 230 arts practitioners, business leaders, council members and citizens were in attendance. The meeting created an energy and a high level of interest to develop the prospect of a coordinated effort to further develop Edmonds' reputation as a regional arts center. Due to that success, I am proposing a one-year line item for a part-time consultant with an hourly fee structure not to exceed $40,000. The person would need communication skills on a variety of levels including the arts. The position could also give advice on how city government should better communicate with the public.

With all of these adjustments, our General Fund balance including all of the sub-funds, remains strong. The 2014 General Fund balance projects to about 31% of annual revenues. The amount of fund balance is increased from $10.7 M at the end of 2012 to $11.2 M at the end of 2014.

Edmonds has come through a turbulent few years in relatively better shape than other cities in the county and state. We have accomplished this by making hard decisions and committing ourselves to spending wisely during a very tough national economic time. With a lean staff we have been able to provide basic necessary city services. And yet, in certain areas we have fallen behind. We now need to focus on how we begin to make long needed improvements and at the same time remain vigilant to national and regional economic dynamics.

The budget presented tonight allows us to piece together some needed infrastructure improvements in citywide departments for technology to better function internally and better serve the public, as well as provide better information security.

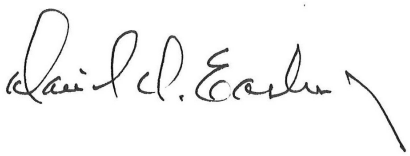
The biggest change in infrastructure of course, comes with a long needed re-commitment to better manage the quality of our streets. The $1.2M commitment is only a beginning to meet our street repaving needs. We will need to devise a long term plan for improvement which includes long term funding.

Staffing requests are kept to a minimum, understanding new staffing provides long term financial commitments. Again, our first priority this year has been devoted to one time expenditures to improve service quality to the public.

I look forward to working with the council in the coming weeks to draw the 2014 budget together. Our staff has gone through months of hard work to establish needed priorities. The finance department especially deserves accolades in working with me and the Directors in assembling the budget.

We have come through difficult financial times in good shape. It is now time to look around the corner.

Thank you.



David O. Earling
Mayor

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF EDMONDS, WASHINGTON, RELATING TO THE BUDGET FOR FISCAL YEAR COMMENCING JANUARY 1, 2014 AND FIXING A TIME WHEN THE SAME SHALL BECOME EFFECTIVE.

WHEREAS, on or before the first business day in the third month prior to the beginning of the fiscal year of 2014, the Finance Director submitted to the Mayor the estimates of revenues and expenditures for the next fiscal year as required by law; and,

WHEREAS, the Mayor reviewed the estimates and made such revisions and/or additions as deemed advisable and prior to sixty days before January 1, 2014, filed the said revised preliminary budget with the City Clerk together with a budget message, as recommendation for the final budget, and

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

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

WHEREAS, the City Council did meet on November 19, 2013 which was on or before the first Monday of the month next preceding the beginning of the ensuing fiscal year, for

the purpose of fixing a final budget at which hearing all taxpayers were heard who appeared for or against any part of said budget, and

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

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

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

Section 2. A complete copy of the final budget for 2014, as adopted, together with a copy of this adopting ordinance shall be transmitted by the City Clerk to the Division of Municipal Corporations of the Office of the State Auditor and to the Association of Washington Cities.

Section 3. 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, 2014.

APPROVED:

_____

MAYOR, DAVID O. EARLING

ATTEST/AUTHENTICATE:

_____

CITY CLERK, SCOTT PASSEY

APPROVED AS TO FORM:
OFFICE OF THE CITY ATTORNEY:

BY _____
CITY ATTORNEY, JEFFREY TARADAY

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

SUMMARY OF ORDINANCE NO. _____

of the City of Edmonds, Washington

On the ____ day of _____, 2013, the City Council of the City of Edmonds, passed Ordinance No. _____. A summary of the content of said ordinance, consisting of the title, provides as follows:

> AN ORDINANCE OF THE CITY OF EDMONDS, WASHINGTON, RELATING TO THE BUDGET FOR FISCAL YEAR 2014; PROVIDING FOR SEVERABILITY; AND FIXING A TIME WHEN THE SAME SHALL BECOME EFFECTIVE.
>
> The full text of this Ordinance will be mailed upon request.
>
> DATED this _____ day of _____,2013.

_____

CITY CLERK, SCOTT PASSEY

EXHIBIT "A" 2014 BUDGET SUMMARY BY FUND

Fund No.	Fund Description	Revenue	Expenditure	Difference (Rev - Exp) *
001	General Fund	$ 36,252,919	$ 37,936,571	$ (1,683,652)
009	LEOFF Medical Insurance Reserve Subfund	$ 594,946	$ 503,361	$ 91,585
011	Risk Management Reserve Subfund	$ 903,858	$ 300,000	$ 603,858
012	Contingency Reserve Subfund	$ 527,115	$ -	$ 527,115
014	Historic Preservation Gift Fund	$ 1,000	$ 1,000	$ -
016	Building Maintenance Subfund	$ 679,800	$ 720,200	$ (40,400)
104	Drug Enforcement Fund	$ 20,075	$ 81,033	$ (60,958)
111	Street Fund	$ 1,712,100	$ 1,595,810	$ 116,290
112	Street Construction Fund	$ 9,021,607	$ 9,388,866	$ (367,259)
117	Municipal Arts Acquisition Fund	$ 91,473	$ 152,575	$ (61,102)
118	Memorial Tree Fund	$ 25	$ -	$ 25
120	Hotel/Motel Tax Fund	$ 54,140	$ 54,000	$ 140
121	Employee Parking Permit Fund	$ 20,308	$ 26,786	$ (6,478)
122	Youth Scholarship Fund	$ 1,623	$ 3,600	$ (1,977)
123	Tourism Promotional Arts Fund	$ 18,200	$ 19,000	$ (800)
125	REET 2	$ 904,343	$ 1,377,712	$ (473,369)
126	Special Capital/Parks Acquisition	$ 904,243	$ 1,318,291	$ (414,048)
127	Gifts Catalog Fund	$ 43,708	$ 18,200	$ 25,508
129	Special Projects Fund	$ 4,000	$ 4,000	$ -
130	Cemetery Maintenance/Imp. Fund	$ 160,136	$ 175,435	$ (15,299)
132	Parks Construction Fund	$ 1,340,000	$ 2,494,000	$ (1,154,000)
136	Parks Trust Fund	$ 186	$ -	$ 186
137	Cemetery Maintenance Fund	$ 12,970	$ -	$ 12,970
138	Sister City Commission Fund	$ 4,519	$ 4,500	$ 19
139	Transportation Benefit District Fund	$ 645,000	$ 645,000	$ -
211	LID Control Fund	$ 28,600	$ 28,600	$ -
213	LID Guaranty Fund	$ 28,626	$ -	$ 28,626
231	2012 LTGO Debt Service Fund	$ 1,022,689	$ 1,022,690	$ (1)
421	Water Utility Fund	$ 6,241,818	$ 9,462,171	$ (3,220,353)
422	Storm Utility Fund	$ 3,530,158	$ 5,922,973	$ (2,392,815)
423	Sewer/WWTP Utility Fund	$ 8,347,200	$ 13,906,720	$ (5,559,520)
424	Utility Debt Service Fund	$ 840,816	$ 840,816	$ -
511	Equipment Rental Fund	$ 1,478,108	$ 979,579	$ 498,529
617	Firemen's Pension Fund	$ 174,379	$ 89,615	$ 84,764
	Totals	**$ 75,610,688**	**$ 89,073,104**	**$ (13,462,416)**

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

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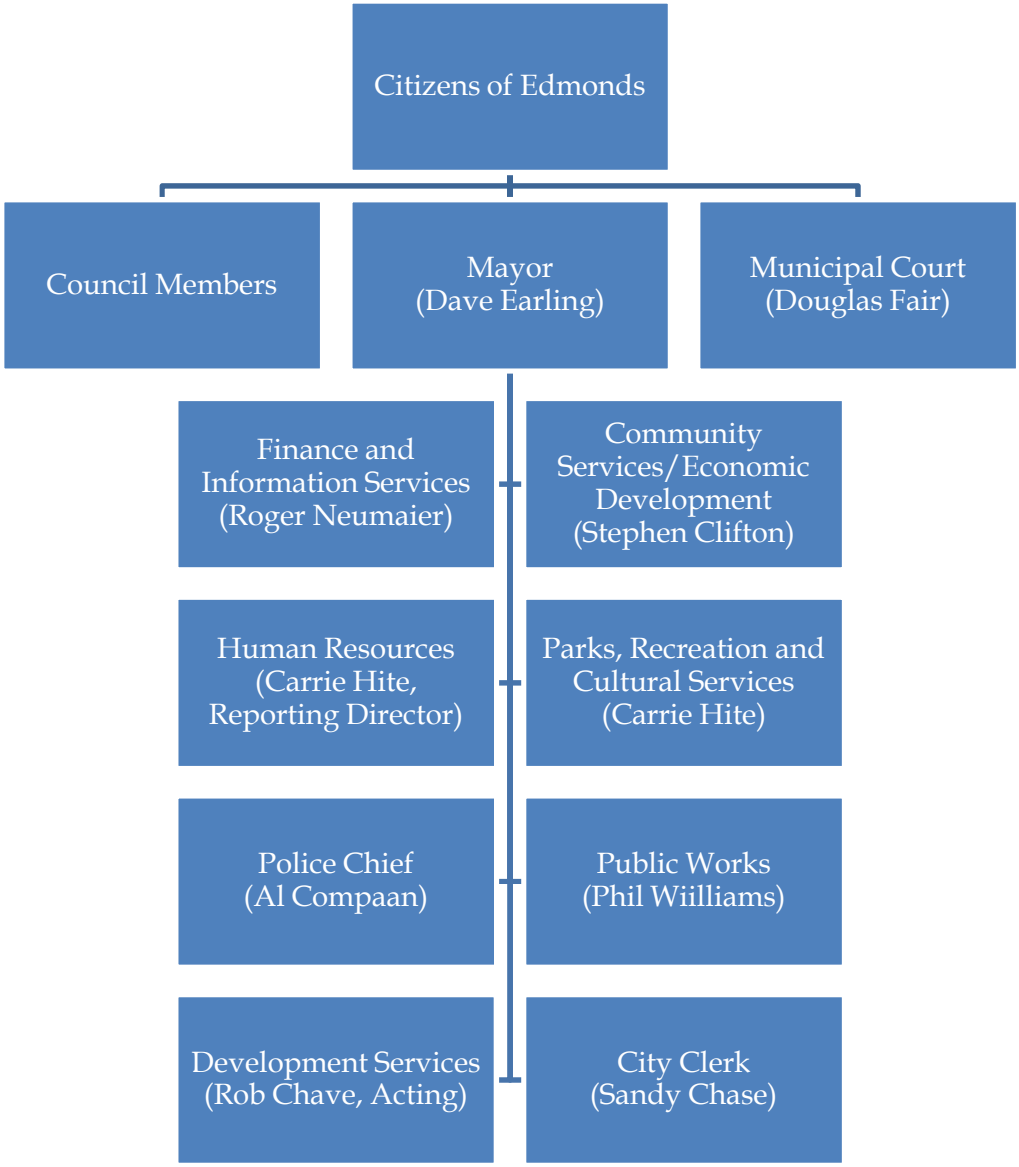
City of Edmonds, Washington
2014 Organization Chart



CITY OFFICIALS

2014 CITY COUNCIL

Council President (Position #7)	Lora Petso
Councilmember (Position #1)	Kristiana Johnson
Councilmember (Position #2)	Strom Peterson
Councilmember (Position #3)	Adrienne Fraley-Monillas
Councilmember (Position #4)	Diane Buckshnis
Councilmember (Position #5)	Joan Bloom
Councilmember (Position #6)	Frank Yamamoto

CITY ADMINISTRATION

Mayor	Dave Earling
Finance Director	Roger Neumaier
Community Services/Economic Development Director	Stephen Clifton
Parks, Recreation and Cultural Services Director	Carrie Hite
Public Works Director	Phil Williams
Police Chief	Al Compaan
Human Resources	Carrie Hite, Reporting Director
Municipal Court Judge	Douglas Fair
Development Services Director	Rob Chave, Acting
City Clerk	Sandy Chase

2014 BUDGET PREPARED BY:

FINANCE DEPARTMENT PERSONNEL

Finance Director	Roger Neumaier
Accountant	Deb Sharp
Accounting Supervisor	Sarah Mager
Accounting Specialist	Lori Palmer
Accounting Specialist	Nori Jacobson
Accounting Specialist	Denise Burke
Accounting Specialist	Sue Schneider

FINANCIAL PLAN

Introduction

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

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

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

STRATEGIC OUTLOOK
CITY OF EDMONDS
TOTAL REVENUES & EXPENDITURES
2011-2019 Analysis

	2011	2012	2013	2014	2015	2016	2017	2018	2019
	Actual	Actual	Projected	Budget	Outlook	Outlook	Outlook	Outlook	Outlook
Beginning General Operations Fund Balance	4,925,009	5,705,633	4,635,301	5,868,492	4,184,840	4,857,025	5,216,417	5,174,609	4,786,988
REVENUE									
Property Tax	13,436,557	13,464,310	13,487,424	14,007,402	14,233,677	14,463,295	13,693,183	13,918,906	14,146,886
Retail Sales Tax	4,690,244	5,007,511	5,287,664	5,525,609	5,774,261	6,034,103	6,305,638	6,589,392	6,885,914
Other Sales & Use Tax	520,527	550,394	573,465	598,967	625,613	653,455	682,546	712,944	744,706
Utility Tax	6,232,489	6,340,636	6,528,042	6,587,268	6,653,141	6,719,672	6,786,869	6,854,737	6,923,285
Other Taxes	280,162	281,009	290,084	295,887	301,805	307,841	313,998	320,278	326,683
Licenses/Permits/Franchise	1,137,177	1,270,263	1,239,027	1,313,364	1,326,498	1,339,762	1,353,160	1,366,692	1,380,359
Construction Permits	529,120	415,933	510,000	654,045	660,585	667,191	673,863	680,602	687,408
Grants	99,685	11,013	46,841	13,676	13,676	13,676	13,676	13,676	13,676
State Revenues	714,344	744,353	651,631	676,303	681,839	687,503	693,300	699,230	705,299
Intergov't Service Charges	221,343	220,140	248,765	329,360	337,594	346,034	354,685	363,552	372,641
Interfund Service Charges	1,401,380	1,582,601	1,524,459	1,499,280	1,536,762	1,575,181	1,614,561	1,654,925	1,696,298
Chgs. for Goods & Services	2,458,488	2,343,795	2,595,451	2,920,389	2,956,789	2,993,951	3,031,894	3,070,638	3,110,203
Fines & Forfeits	690,078	598,398	523,944	650,765	663,780	677,056	690,597	704,409	718,497
Misc Revenues	409,663	414,493	385,674	458,252	478,255	481,348	502,814	505,613	505,533
Anticipated Under-Expenditures	-	-	-	722,352	725,961	746,953	750,053	772,310	797,950
Total Revenue	**32,821,257**	**33,244,849**	**33,892,472**	**36,252,919**	**36,970,236**	**37,707,022**	**37,460,836**	**38,227,904**	**39,015,337**
Revenue Growth / (Decline)	-5.0%	1.3%	1.9%	7.0%	2.0%	2.0%	-0.7%	2.0%	2.1%
EXPENSES									
Salaries and Wages	12,429,499	12,440,255	12,538,779	13,727,909	14,003,085	14,353,162	14,711,991	15,079,791	15,456,786
Benefits	4,161,662	4,154,742	4,134,743	4,724,106	5,086,705	5,488,617	5,932,619	6,423,549	6,966,813
Supplies	474,292	574,192	438,261	571,017	496,650	508,073	519,759	531,713	543,943
Services	3,838,898	3,375,694	4,462,878	5,078,974	4,827,290	4,938,318	5,051,899	5,168,093	5,286,959
Intergov't	8,116,230	8,674,487	8,244,347	8,503,387	8,698,965	8,899,041	9,103,719	9,313,105	9,527,306
Capital	-	13,097	40,000	40,000	85,000	85,000	85,000	85,000	85,000
Debt Service	1,433,777	1,439,260	1,196,223	1,227,091	1,249,756	1,208,039	213,226	212,516	212,810
Transfers Including to Other GF Sub-Funds	612,035	3,039,419	1,402,250	3,864,087	1,646,600	1,659,299	1,672,188	1,585,271	1,597,050
Interfund	974,240	604,035	201,800	200,000	204,000	208,080	212,242	216,486	220,816
Total Expenses	**32,040,633**	**34,315,181**	**32,659,281**	**37,936,571**	**36,298,051**	**37,347,629**	**37,502,644**	**38,615,524**	**39,897,484**
Expense Growth / (Decline)	-5.1%	7.1%	-4.8%	16.2%	-4.3%	2.9%	0.4%	3.0%	3.3%
Change in Ending Fund Balance	780,624	(1,070,332)	1,233,191	(1,683,652)	672,185	359,392	(41,808)	(387,621)	(882,147)
Ending General Operations Fund Balance	**5,705,633**	**4,635,301**	**5,868,492**	**4,184,840**	**4,857,025**	**5,216,417**	**5,174,609**	**4,786,988**	**3,904,841**

STRATEGIC OUTLOOK
CITY OF EDMONDS
GENERAL FUND FUND BALANCE
2011-2019 Analysis

General Operations & Contingency Fund Balance	2011 Actual	2012 Actual	2013 Projected	2014 Budget	2015 Outlook	2016 Outlook	2017 Outlook	2018 Outlook	2019 Outlook
General Operations (001)	5,705,633	4,635,301	5,868,492	4,184,840	4,857,025	5,216,417	5,174,609	4,786,988	3,904,841
General Operations Contingency (012)	1,927,600	5,278,152	5,282,878	5,809,993	5,809,993	5,809,993	5,809,993	5,809,993	5,809,993
Subtotal - General Operations & Contingency	7,633,233	9,913,453	11,151,370	9,994,833	10,667,018	11,026,410	10,984,602	10,596,981	9,714,834

Other Specific General Fund Fund Balances:	2011 Actual	2012 Actual	2013 Projected	2014 Budget	2015 Outlook	2016 Outlook	2017 Outlook	2018 Outlook	2019 Outlook
Criminal Investigations Fund Balance (004)	2,500	-	-	-	-	-	-	-	-
Leoff Medical Insurance Fund Balance (009)	600,000	388,509	259,972	351,557	351,557	351,557	351,557	351,557	351,557
Risk Management Fund Balance (011)	114,000	114,000	120,060	723,918	723,918	723,918	723,918	723,918	723,918
Historic Preservation Gift Fund Balance (014)	1,063	1,063	1,063	1,063	1,063	1,063	1,063	1,063	1,063
Multimodal Transportation Fund Balance (013)	55,859	55,859	55,859	55,859	55,859	55,859	55,859	55,859	55,859
Building Maintenance Fund Balance (016)	1,813	214,026	97,496	57,096	57,096	57,096	57,096	57,096	57,096
Subtotal - Other General Fund Fund Balances	775,235	773,457	534,450	1,189,493	1,189,493	1,189,493	1,189,493	1,189,493	1,189,493
Total General Fund Fund Balance	9,562,638	10,686,910	11,685,820	11,184,326	11,856,511	12,215,903	12,174,095	11,786,474	10,904,327
Fund Balance as a % of Current Year Revenue	*25.62%*	*32.15%*	*34.48%*	*30.85%*	*32.07%*	*32.40%*	*32.50%*	*30.83%*	*27.95%*

Employee Count by Department

Department	2012 Actuals	2013 Actuals	2014 Budget
City Council	0.5	0.5	0.5
Mayor/City Clerk	6.5	6.5	6.5
Economic Development	0.0	0.0	0.0
Human Resources	1.0	2.0	2.5
Court	7.0	7.0	7.0
Finance	7.0	7.0	7.0
Information Services	3.0	3.5	4.0
Police	65.0	61.0	63.0
Community Services	2.0	2.0	2.0
Development Services	14.0	13.0	15.0
Parks, Recreation, and Cultural Services	22.0	21.0	21.0
Public Works Admin/Facilities	12.5	12.6	12.6
Engineering	12.0	12.0	14.0
Streets/Storm	16.0	14.3	14.0
Water/Sewer/Treatment Plant	33.5	33.1	32.4
Equipment Rental	3.0	3.0	3.0
	205.0	198.5	204.5

Property Tax New Construction

Year	Total Assessed Value (AV)	New Construction Assessment	Regular Property Tax Revenue from New Construction	% New Construction to AV
2013	$5,545,239,847	$29,858,023	$49,588	0.5%
2012	5,794,644,465	22,925,000	33,852	0.4%
2011	6,433,258,853	18,004,460	24,288	0.3%
2010	6,955,482,717	18,563,567	22,274	0.3%
2009	7,709,209,490	84,951,003	101,041	1.1%

2014 REVENUE SUMMARY - ALL FUNDS

		Fund	2012 Actuals	2013 Budget	2013 Estimate	2014 * Budget	Change 14-13 Estimate	Change 14-13 Estimate
GENERAL FUND	001	General Fund	$ 33,244,849	$ 32,893,957	$ 33,892,472	$ 36,252,919	$ 2,360,447	6.96%
	009	LEOFF Medical Insurance Reserve Subfund	600,341	350,350	350,300	594,946	244,646	69.84%
	011	Risk Management Reserve Subfund	244,000	668,200	667,060	903,858	236,798	0.00%
	012	Contingency Reserve Subfund	5,278,152	123,223	4,726	527,115	522,389	11053.51%
	014	Historic Preservation Gift Fund	8,783	15,000	6,730	1,000	(5,730)	-85.14%
	016	Building Maintenance Subfund	56,914	56,900	56,600	679,800	623,200	1101.06%
		Total General Fund	39,433,040	34,107,630	34,977,888	38,959,638	3,981,750	11.38%
SPECIAL REVENUE FUNDS	104	Drug Enforcement Fund	50,479	20,175	25,063	20,075	(4,988)	-19.90%
	111	Street Fund	1,343,659	1,406,800	1,434,450	1,712,100	277,650	19.36%
	112	Street Construction Fund	2,256,902	6,519,529	2,199,881	9,021,607	6,821,726	310.10%
	117	Municipal Arts Acquisition Fund	87,940	69,885	62,532	91,473	28,941	46.28%
	118	Memorial Tree Fund	162	27	27	25	(2)	-7.41%
	120	Hotel/Motel Tax Fund	59,745	52,870	52,870	54,140	1,270	2.40%
	121	Employee Parking Permit Fund	20,345	18,120	20,308	20,308	-	0.00%
	122	Youth Scholarship Fund	2,788	2,025	1,526	1,623	97	6.36%
	123	Tourism Promotional Arts Fund	27,064	19,000	17,650	18,200	550	3.12%
	125	REET 2	1,042,159	777,832	915,168	904,343	(10,825)	-1.18%
	126	Special Capital/Parks Acquisition	769,901	650,600	904,243	904,243	-	0.00%
	127	Gifts Catalog Fund	38,721	36,483	34,700	43,708	9,008	25.96%
	129	Special Projects Fund	255,301	222,800	196,947	4,000	(192,947)	-97.97%
	130	Cemetery Maintenance/Imp. Fund	141,232	119,950	118,705	160,136	41,431	34.90%
	132	Parks Construction Fund	796,583	2,010,350	1,869,500	1,340,000	(529,500)	-28.32%
	136	Parks Trust Fund	210	228	361	186	(175)	-48.48%
	137	Cemetery Maintenance Fund	17,566	14,600	12,950	12,970	20	0.15%
	138	Sister City Commission Fund	2,780	8,017	8,115	4,519	(3,596)	-44.31%
	139	Transportation Benefit District Fund	640,944	645,000	645,000	645,000	-	0.00%
		Total Special Revenue Funds	7,554,481	12,594,291	8,519,996	14,958,656	6,438,660	75.57%
DEBT SERVICE FUNDS	211	LID Control Fund	26,811	22,130	29,587	28,600	(987)	-3.34%
	213	LID Guaranty Fund	131,837	22,230	29,613	28,626	(987)	-3.33%
	231	2012 LTGO Debt Service Fund	9,363,472	1,009,902	1,009,903	1,022,689	12,786	1.27%
		Total Debt Service Funds	9,522,120	1,054,262	1,069,103	1,079,915	10,812	1.01%
	421	Water Utility Fund	5,801,660	10,625,680	11,217,156	6,241,818	(4,975,338)	-44.35%
	422	Storm Utility Fund	3,006,807	3,486,716	4,333,970	3,530,158	(803,812)	-18.55%
	423	Sewer/WWTP Utility Fund	8,009,885	11,020,123	17,551,362	8,347,200	(9,204,162)	-52.44%
	424	Utility Debt Service Fund	-	-	1,115,169	840,816	(274,353)	-24.60%
		Total Enterprise Funds	16,818,352	25,132,519	34,217,657	18,959,992	(15,257,665)	-44.59%
INTERNAL SERVICE FUNDS	511	Equipment Rental Fund	1,051,160	1,361,972	1,368,872	1,478,108	109,236	7.98%
FIDUCIARY FUNDS	617	Firemen's Pension Fund	92,989	45,400	49,692	174,379	124,687	250.92%
		TOTAL BUDGET	$ 74,472,142	$ 74,296,074	$ 80,203,208	$ 75,610,688	$ (4,592,520)	-5.73%

**Includes 2014 Recommended Decision Packages as summarized on pages 31 and 32 of this report*

2014 EXPENDITURE SUMMARY - ALL FUNDS

	Fund		2012 Actuals	2013 Budget	2013 Estimate	2014 * Budget	Change 14-13 Estimate	Change 14-13 Estimate
GENERAL FUND	001	General Fund	$ 34,315,181	$ 33,329,813	$ 32,659,281	$ 37,936,571	$ 5,277,290	16.16%
	009	LEOFF Medical Insurance Reserve Subfund	532,489	619,400	478,837	503,361	24,524	5.12%
	011	Risk Management Reserve Subfund	130,000	661,000	661,000	300,000	(361,000)	100.00%
	014	Historic Preservation Gift Fund	7,719	15,000	6,730	1,000	(5,730)	0.00%
	016	Building Maintenance Subfund	55,101	205,000	173,130	720,200	547,070	315.99%
		Total General Fund	35,040,490	34,830,213	33,978,978	39,461,132	5,482,154	16.13%
SPECIAL REVENUE FUNDS	104	Drug Enforcement Fund	56,602	80,033	70,314	81,033	10,719	15.24%
	111	Street Fund	1,612,726	1,557,715	1,515,509	1,595,810	80,301	5.30%
	112	Street Construction Fund	2,296,090	6,659,244	2,074,136	9,388,866	7,314,730	352.66%
	117	Municipal Arts Acquisition Fund	57,386	149,794	88,204	152,575	64,371	72.98%
	118	Memorial Tree Fund	137	-	-	-	-	0.00%
	120	Hotel/Motel Tax Fund	49,848	68,500	70,600	54,000	(16,600)	-23.51%
	121	Employee Parking Permit Fund	26,422	26,726	26,728	26,786	58	0.22%
	122	Youth Scholarship Fund	3,375	4,000	3,600	3,600	-	0.00%
	123	Tourism Promotional Arts Fund	21,398	19,000	19,000	19,000	-	0.00%
	125	REET 2	447,039	1,401,732	1,275,134	1,377,712	102,578	8.04%
	126	Special Capital/Parks Acquisition	686,283	668,534	668,534	1,318,291	649,757	97.19%
	127	Gifts Catalog Fund	16,207	43,317	31,160	18,200	(12,960)	-41.59%
	129	Special Projects Fund	255,408	222,800	196,947	4,000	(192,947)	-97.97%
	130	Cemetery Maintenance/Imp. Fund	173,345	152,761	150,148	175,435	25,287	16.84%
	132	Parks Construction Fund	486,554	2,093,200	830,801	2,494,000	1,663,199	200.19%
	136	Parks Trust Fund	6,930	-	-	-	-	0.00%
	138	Sister City Commission Fund	4,259	13,737	13,301	4,500	(8,801)	-66.17%
	139	Transportation Benefit District Fund	640,944	645,000	645,000	645,000	-	0.00%
		Total Special Revenue Funds	6,840,953	13,806,093	7,679,116	17,358,808	9,679,692	126.05%
DEBT SERVICE FUNDS	211	LID Control Fund	131,680	22,130	29,587	28,600	(987)	-3.34%
	213	LID Guaranty Fund	-	-	-	-	-	0.00%
	231	2012 LTGO Debt Service Fund	9,362,977	1,009,902	1,009,903	1,022,690	12,787	1.27%
		Total Debt Service Funds	9,494,656	1,032,032	1,039,490	1,051,290	11,800	1.14%
ENTERPRISE FUNDS	421	Water Utility Fund	8,277,631	9,313,991	7,935,187	9,462,171	1,526,984	19.24%
	422	Storm Utility Fund	2,796,222	4,585,772	3,609,620	5,922,973	2,313,353	64.09%
	423	Sewer/WWTP Utility Fund	9,121,424	18,161,466	14,560,719	13,906,720	(653,999)	-4.49%
	424	Utility Debt Service Fund	-	-	272,655	840,816	568,161	208.38%
		Total Enterprise Funds	20,195,277	32,061,229	26,378,181	30,132,680	3,754,499	14.23%
INTERNAL SERVICE FUNDS	511	Equipment Rental Fund	1,177,770	1,095,372	1,022,711	979,579	(43,132)	-4.22%
FIDUCIARY FUNDS	617	Firemen's Pension Fund	89,480	108,790	89,585	89,615	30	0.03%
		TOTAL BUDGET	$ 72,838,626	$ 82,933,729	$ 70,188,061	$ 89,073,104	$ 18,885,043	26.91%

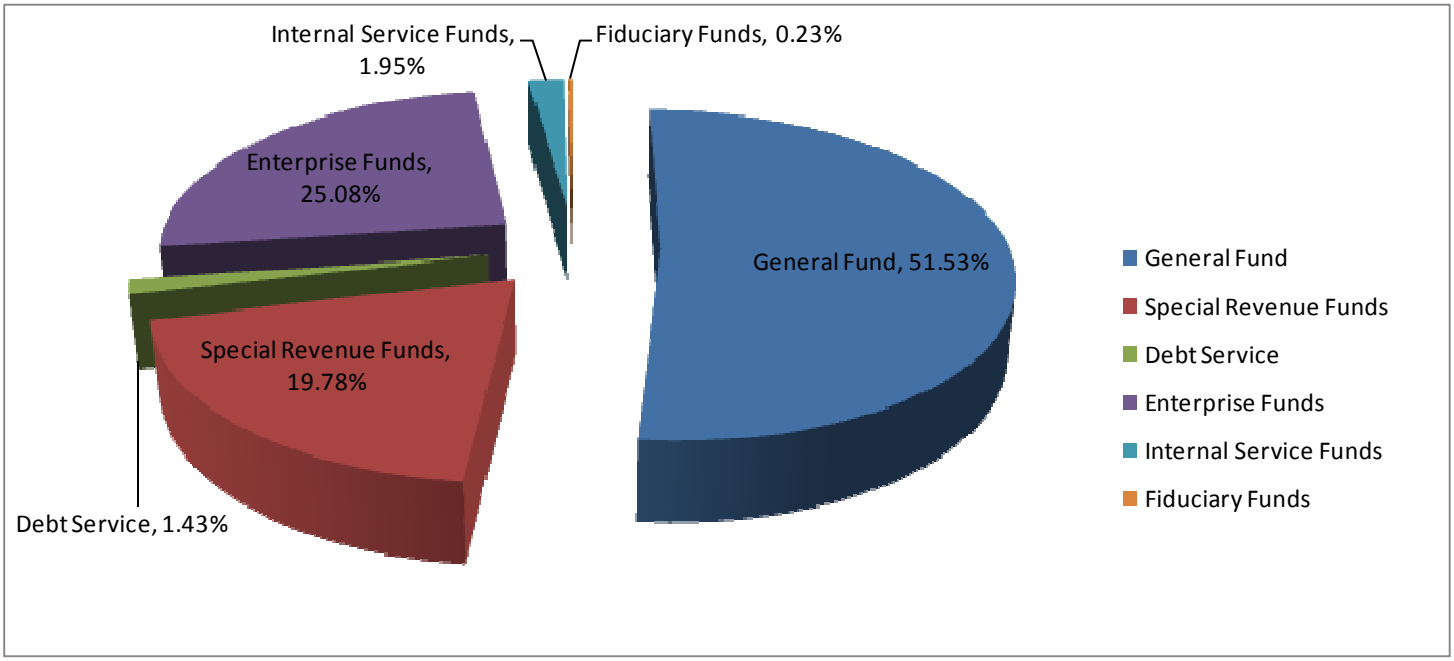
**Includes 2014 Recommended Decision Packages as summarized on pages 31 and 32 of this report*

2014 BUDGET SUMMARY - ALL FUNDS

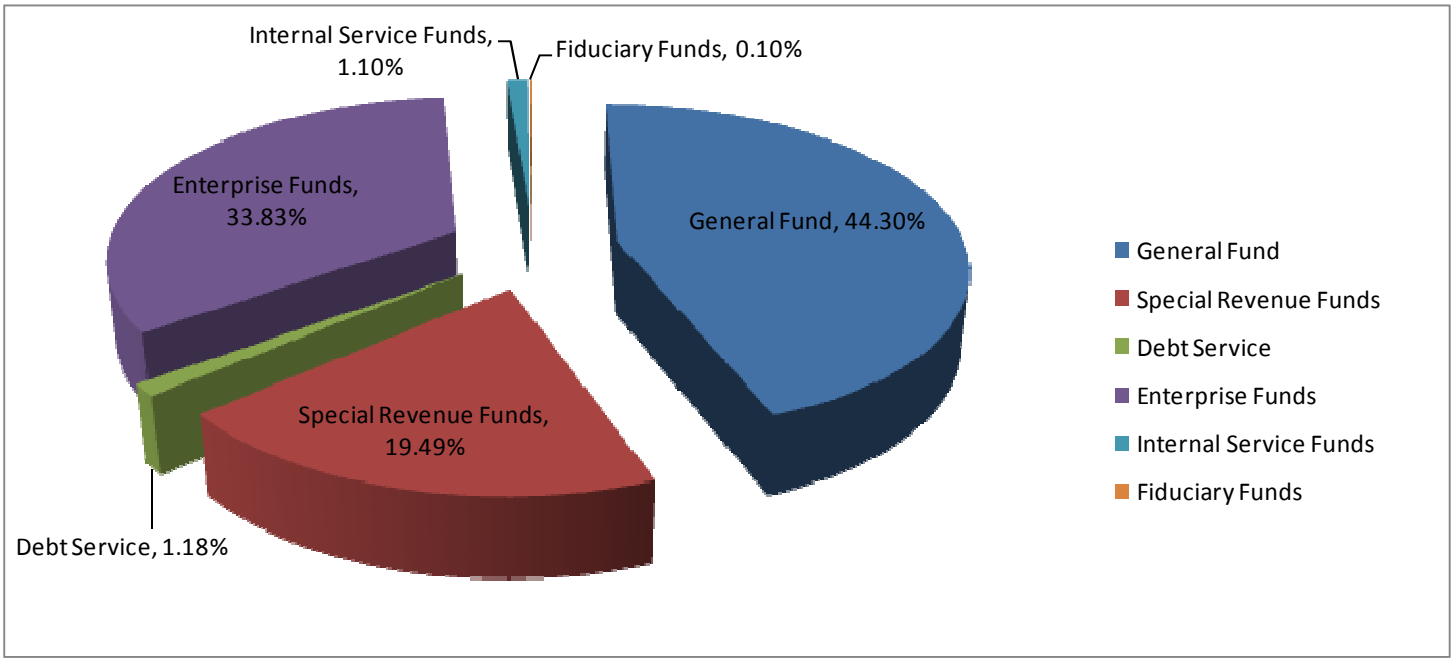
		Fund	Beginning Fund Balance	2014 * Revenue	2014 * Expenditures	Ending Fund Balance
GENERAL FUND	001	General Fund	$ 5,868,492	$ 36,252,919	$ 37,936,571	$ 4,184,840
	009	LEOFF Medical Insurance Reserve Subfund	259,972	594,946	503,361	351,557
	011	Risk Management Reserve Subfund	120,060	903,858	300,000	723,918
	012	Contingency Reserve Subfund	5,282,878	527,115	-	5,809,993
	013	Multimodal Transportation Subfund	55,859	-	-	55,859
	014	Historic Preservation Gift Fund	1,063	1,000	1,000	1,063
	016	Building Maintenance Subfund	97,496	679,800	720,200	57,096
		Total General Fund	11,685,820	38,959,638	39,461,132	11,184,326
SPECIAL REVENUE FUNDS	104	Drug Enforcement Fund	73,286	20,075	81,033	12,328
	111	Street Fund	41,922	1,712,100	1,595,810	158,212
	112	Street Construction Fund	510,008	9,021,607	9,388,866	142,749
	117	Municipal Arts Acquisition Fund	406,579	91,473	152,575	345,477
	118	Memorial Tree Fund	17,698	25	-	17,723
	120	Hotel/Motel Tax Fund	86,062	54,140	54,000	86,202
	121	Employee Parking Permit Fund	65,080	20,308	26,786	58,602
	122	Youth Scholarship Fund	13,873	1,623	3,600	11,896
	123	Tourism Promotional Arts Fund	64,566	18,200	19,000	63,766
	125	REET 2	671,794	904,343	1,377,712	198,425
	126	Special Capital/Parks Acquisition	545,264	904,243	1,318,291	131,216
	127	Gifts Catalog Fund	220,040	43,708	18,200	245,548
	129	Special Projects Fund	5,733	4,000	4,000	5,733
	130	Cemetery Maintenance/Imp. Fund	22,157	160,136	175,435	6,858
	132	Parks Construction Fund	1,435,522	1,340,000	2,494,000	281,522
	136	Parks Trust Fund	150,252	186	-	150,438
	137	Cemetery Maintenance Fund	831,595	12,970	-	844,565
	138	Sister City Commission Fund	3,596	4,519	4,500	3,615
	139	Transportation Benefit District Fund	-	645,000	645,000	-
		Total Special Revenue Funds	5,165,027	14,958,656	17,358,808	2,764,875
DEBT SERVICE FUNDS	211	LID Control Fund	-	28,600	28,600	-
	213	LID Guaranty Fund	55,346	28,626	-	83,972
	231	2012 LTGO Debt Service Fund	496	1,022,689	1,022,690	495
		Total Debt Service Funds	55,842	1,079,915	1,051,290	84,467
	421	Water Utility Fund	17,919,451	6,241,818	9,462,171	14,699,098
	422	Storm Utility Fund	9,124,807	3,530,158	5,922,973	6,731,992
	423	Sewer/WWTP Utility Fund	46,307,171	8,347,200	13,906,720	40,747,651
	424	Utility Debt Service Fund	842,514	840,816	840,816	842,514
		Total Enterprise Funds	74,193,943	18,959,992	30,132,680	63,021,255
INTERNAL SERVICE FUNDS	511	Equipment Rental Fund	6,882,445	1,478,108	979,579	7,380,974
FIDUCIARY FUNDS	617	Firemen's Pension Fund	176,826	174,379	89,615	261,590
		TOTAL BUDGET	$ 98,159,903	$ 75,610,688	$ 89,073,104	$ 84,697,487

**Includes 2014 Recommended Decision Packages as summarized on pages 31 and 32 of this report*

Budgeted Revenues by Fund (All Funds) – 2014



Budgeted Expenditures by Fund (All Funds) – 2014



CHANGE IN ENDING FUND BALANCE - ALL FUNDS

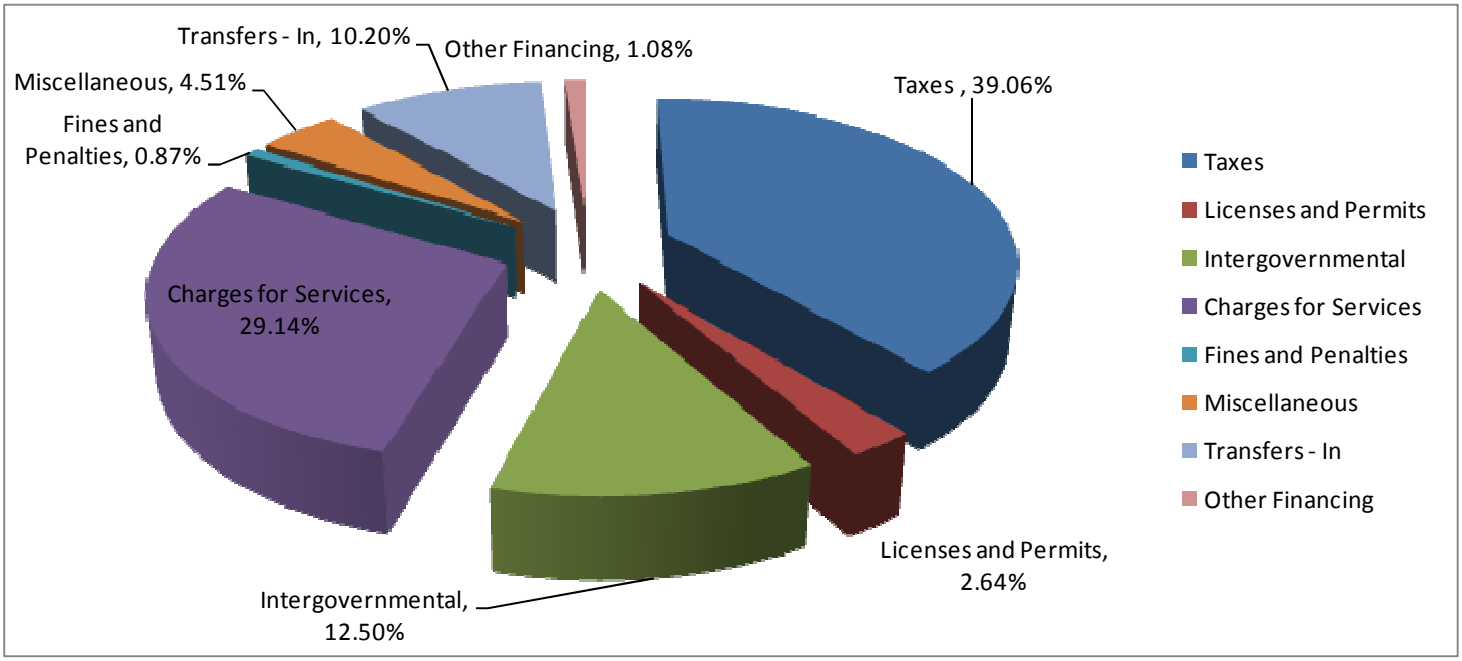
		Fund	Est. 2013 Ending Fund Balance	Net 2014 Surplus/(Deficit)	2014 Ending * Fund Balance	Change in Fund Bal. 14-13
GENERAL FUND	001	General Fund	$ 5,868,492	$ (1,683,652)	$ 4,184,840	-28.69%
	009	LEOFF Medical Insurance Reserve Subfund	259,972	91,585	351,557	35.23%
	011	Risk Management Reserve Subfund	120,060	603,858	723,918	0.00%
	012	Contingency Reserve Subfund	5,282,878	527,115	5,809,993	9.98%
	013	Multimodal Transportation Subfund	55,859	-	55,859	0.00%
	014	Historic Preservation Gift Fund	1,063	-	1,063	0.00%
	016	Building Maintenance Subfund	97,496	(40,400)	57,096	-41.44%
		Total General Fund	11,685,820	(501,494)	11,184,326	-4.29%
SPECIAL REVENUE FUNDS	104	Drug Enforcement Fund	73,286	(60,958)	12,328	-83.18%
	111	Street Fund	41,922	116,290	158,212	277.40%
	112	Street Construction Fund	510,008	(367,259)	142,749	-72.01%
	117	Municipal Arts Acquisition Fund	406,579	(61,102)	345,477	-15.03%
	118	Memorial Tree Fund	17,698	25	17,723	0.14%
	120	Hotel/Motel Tax Fund	86,062	140	86,202	0.16%
	121	Employee Parking Permit Fund	65,080	(6,478)	58,602	-9.95%
	122	Youth Scholarship Fund	13,873	(1,977)	11,896	-14.25%
	123	Tourism Promotional Arts Fund	64,566	(800)	63,766	-1.24%
	125	REET 2	671,794	(473,369)	198,425	-70.46%
	126	Special Capital/Parks Acquisition	545,264	(414,048)	131,216	-75.94%
	127	Gifts Catalog Fund	220,040	25,508	245,548	11.59%
	129	Special Projects Fund	5,733	-	5,733	0.00%
	130	Cemetery Maintenance/Imp. Fund	22,157	(15,299)	6,858	-69.05%
	132	Parks Construction Fund	1,435,522	(1,154,000)	281,522	0.00%
	136	Parks Trust Fund	150,252	186	150,438	0.12%
	137	Cemetery Maintenance Fund	831,595	12,970	844,565	1.56%
	138	Sister City Commission Fund	3,596	19	3,615	0.53%
	139	Transportation Benefit District Fund	-	-	-	0.00%
		Total Special Revenue Funds	5,165,027	(2,400,152)	2,764,875	-46.47%
DEBT SERVICE FUNDS	211	LID Control Fund	-	-	-	0.00%
	213	LID Guaranty Fund	55,346	28,626	83,972	0.00%
	231	2012 LTGO Debt Service Fund	496	(1)	495	0.00%
		Total Debt Service Funds	55,842	28,625	84,467	0.00%
ENTERPRISE FUNDS	421	Water Utility Fund	17,919,451	(3,220,353)	14,699,098	-17.97%
	422	Storm Utility Fund	9,124,807	(2,392,815)	6,731,992	-26.22%
	423	Sewer/WWTP Utility Fund	46,307,171		40,747,651	
	424	Utility Debt Service Fund	842,514	-	842,514	0.00%
		Total Enterprise Funds	74,193,943	(5,613,168)	63,021,255	-15.06%
INTERNAL SERVICE FUNDS	511	Equipment Rental Fund	6,882,445	498,529	7,380,974	7.24%
FIDUCIARY FUNDS	617	Firemen's Pension Fund	176,826	84,764	261,590	47.94%
		TOTAL BUDGET	$ 98,159,903	$ (7,902,896)	$ 84,697,487	-13.71%

**Includes 2014 Recommended Decision Packages as summarized on pages 31 and 32 of this report*

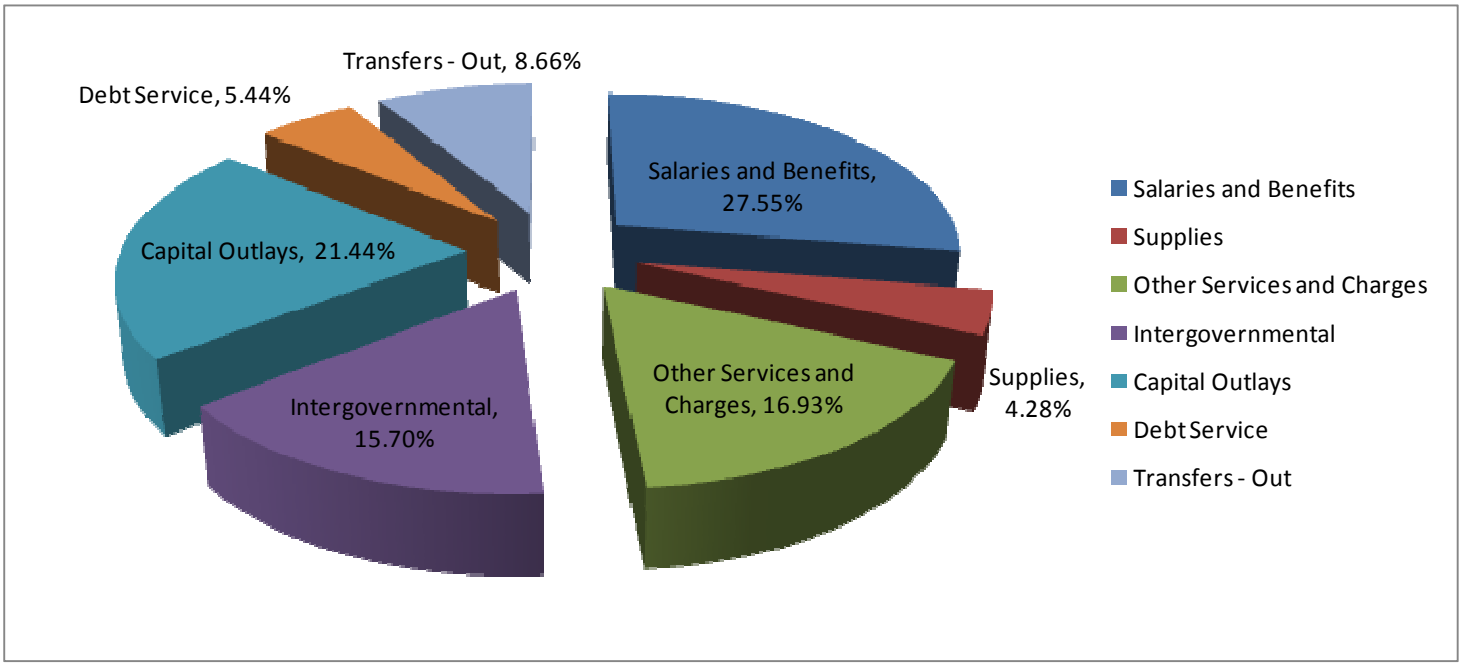
REVENUE SUMMARY - ALL FUNDS

	2011 Actual	2012 Actual	2013 Estimate	2014 Budget
Beginning Fund Balance	$ 83,099,453	$ 85,850,951	$ 88,222,206	$ 98,159,903
REVENUES				
Property Taxes	13,436,557	13,464,310	13,487,424	14,007,402
Sales and Use Taxes	5,286,262	5,637,393	5,931,379	6,196,576
Utility Taxes	6,232,489	6,398,144	6,590,158	6,650,627
Excise Taxes	1,368,159	2,403,044	2,677,454	2,682,014
Taxes Total	**26,323,467**	**27,902,892**	**28,686,415**	**29,536,619**
Business Licenses and Permits	1,117,463	1,242,189	1,216,152	1,241,857
Building Permits and Fees	574,688	467,944	564,113	752,790
Licenses & Permits Total	**1,692,151**	**1,710,133**	**1,780,265**	**1,994,647**
Intergovernmental Total	**6,264,256**	**3,953,121**	**4,303,836**	**9,449,078**
General Government	65,382	246,239	274,385	359,310
Security	967,405	1,016,075	1,026,517	1,022,169
Utilities & Environment	13,256,213	15,854,918	16,286,376	16,381,030
Transportation	648,406	21,445	668,513	661,218
Economic Environment	626,981	304,384	648,027	645,690
Culture and Recreation	1,023,051	1,062,431	1,002,115	1,049,175
Interfund Services	1,420,349	1,600,643	1,630,628	1,912,614
Charges for Services Total	**18,007,788**	**20,106,134**	**21,536,561**	**22,031,206**
Fines and Penalties Total	**690,829**	**604,937**	**528,544**	**654,365**
Investment Earnings	60,632	50,413	41,486	123,620
Rents and Concessions	391,047	1,455,745	1,746,802	1,852,678
Internal Service Fund Misc. Rev	1,224,313	-	-	-
Contributions/Donations	54,257	189,337	205,025	203,700
Special Assessments	88,971	20,484	23,522	23,000
Other Misc Revenue	694,859	275,868	460,123	1,191,788
Sale of Capital Assets	46,184	(141,992)	13,000	15,000
Miscellaneous Total	**2,560,263**	**1,849,854**	**2,489,958**	**3,409,786**
Transfers In	2,268,137	7,974,449	3,808,908	7,716,030
Other Financing	418,267	10,370,621	17,068,721	818,957
Total Revenues & Transfers	**58,225,158**	**74,472,142**	**80,203,208**	**75,610,688**
Total Resources Available (Including Fund Balance)	**$ 141,324,611**	**$ 160,323,093**	**$ 168,425,414**	**$ 173,770,591**

Percentage Revenue Budget by Type (All Funds) – 2014



Percentage Expenditure Budget by Type (All Funds) – 2014



EXPENDITURE SUMMARY - ALL FUNDS

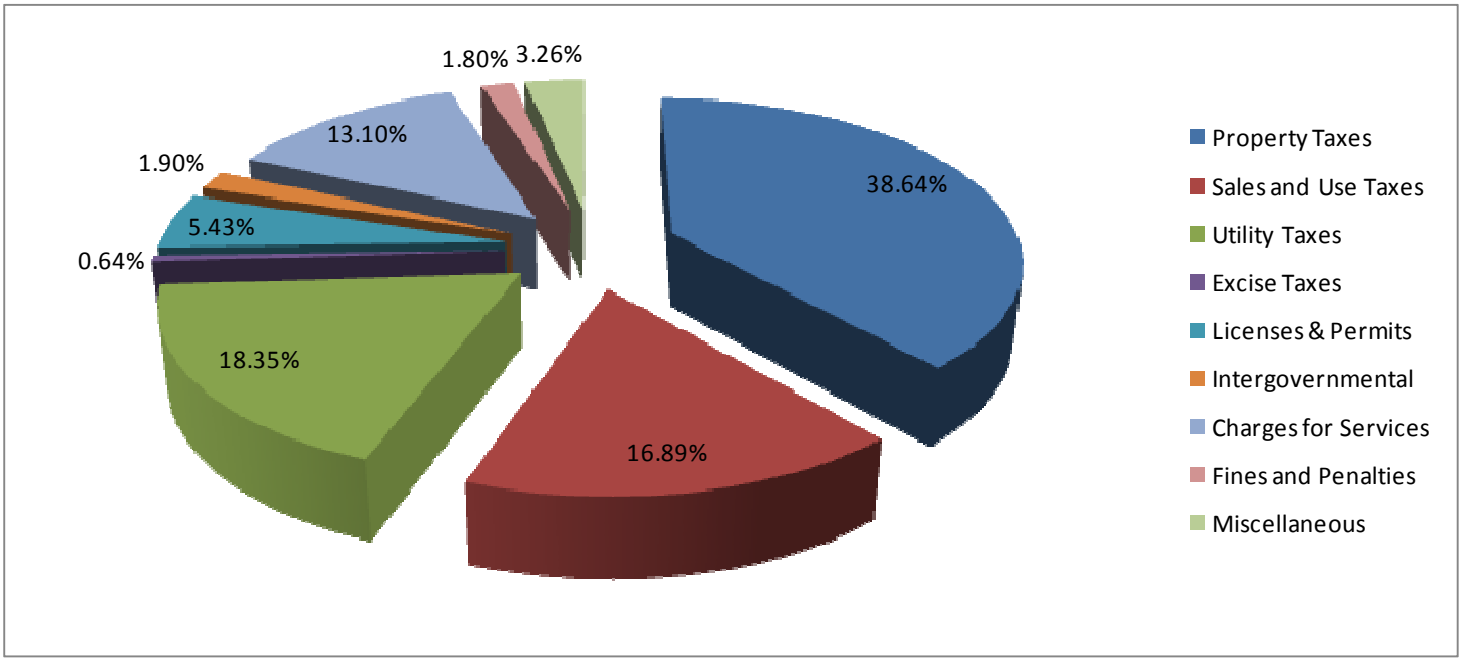
	2011 Actual	2012 Actual	2013 Estimate	2014 Budget
EXPENDITURE				
Salaries	$ 16,020,010	$ 16,314,895	$ 16,231,195	$ 17,507,823
Benefits	6,185,270	6,253,587	6,199,667	7,030,240
Total Salaries and Benefits	22,205,281	22,568,482	22,430,862	24,538,063
Total Supplies	3,435,870	3,680,784	3,564,273	3,815,422
Professional Services	2,964,172	3,281,132	5,091,139	6,919,352
Communication	277,191	265,177	278,000	290,575
Travel	31,196	24,120	35,057	52,560
Advertising	89,745	95,708	88,065	106,525
Rental/Lease	152,745	1,213,087	1,504,485	1,608,019
Insurance	979,568	793,173	755,543	729,849
Utilities	1,685,046	1,930,109	1,843,324	1,972,483
Repairs & Maintenance	635,960	560,339	696,557	1,477,947
Miscellaneous	898,038	1,102,230	1,681,546	1,920,371
Total Other Services and Charges	7,713,661	9,265,075	11,973,716	15,077,681
Total Intergovernmental Services	12,532,149	11,518,723	13,107,246	13,984,686
Total Capital Outlays	1,845,254	6,161,863	11,157,503	19,096,737
Total Debt Service	2,918,378	11,714,256	4,062,009	4,844,485
EXPENDITURE TOTAL	**50,650,592**	**64,909,182**	**66,295,609**	**81,357,074**
Transfers Out	2,268,137	4,806,006	3,808,908	7,716,030
Depreciation Expense	2,781,736	2,965,004	-	-
Payment to Fiscal Agent	40,511	158,434	83,544	-
TOTAL EXPENDITURES & TRANSFERS	**55,740,976**	**72,838,626**	**70,188,061**	**89,073,104**
Ending Fund Balance	85,850,951	88,222,206	98,159,903	84,697,487
Total All Uses with Fund Balance	**$ 141,591,927**	**$ 161,060,832**	**$ 168,347,964**	**$ 173,770,591**

2014 General Fund Revenue

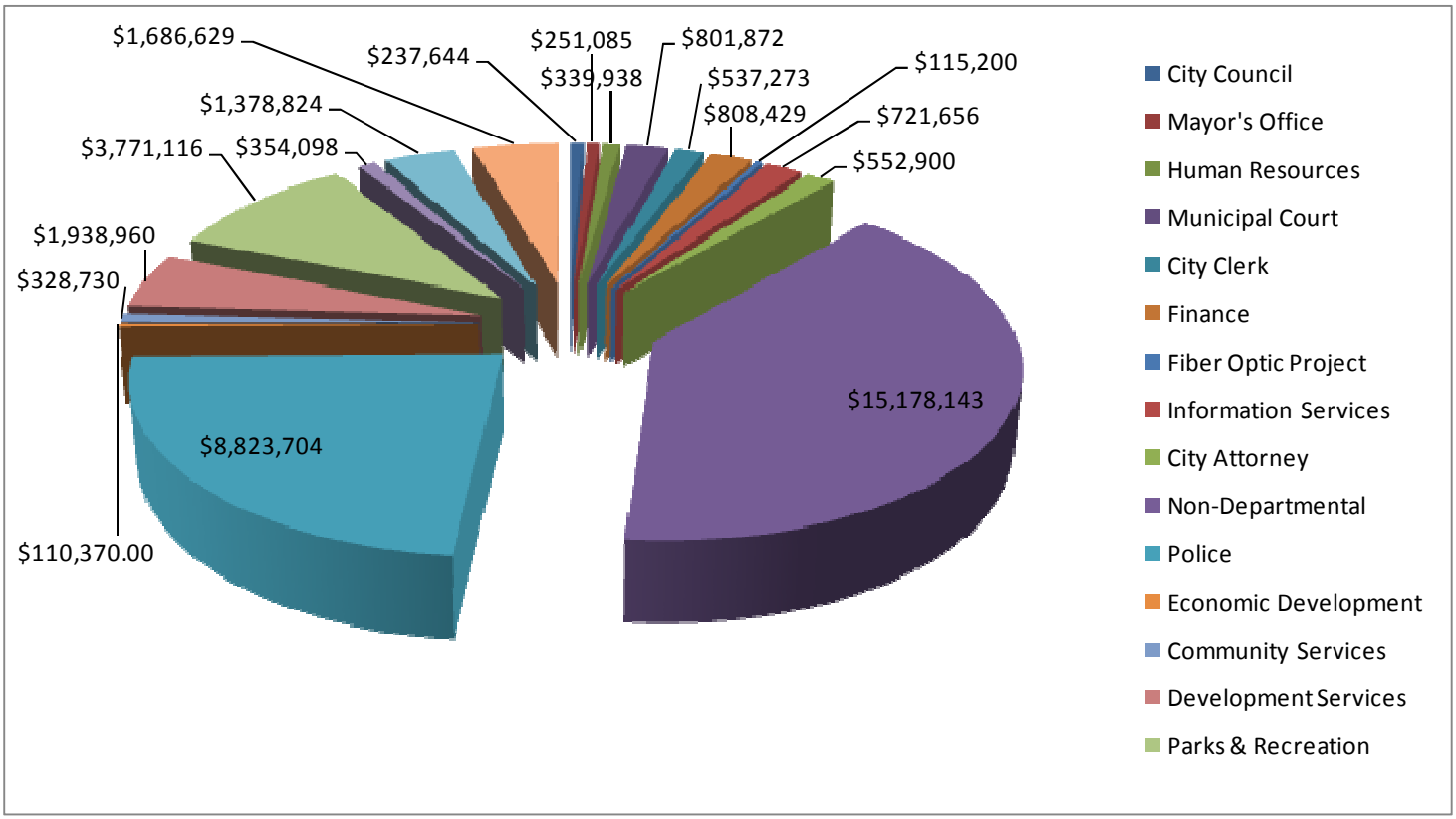
General Fund revenue for 2014, excluding fund balances, is $36.3 million; an increase of 7% from the 2013 year-end estimate.

General Fund Revenues	2011 Actual	2012 Actual	2013 Estimate	2014 Budget
Property Taxes	$ 13,436,557	$ 13,464,310	$ 13,487,424	$ 14,007,402
Sales and Use Taxes	5,210,771	5,557,905	5,861,129	6,124,576
Utility Taxes	6,232,489	6,398,144	6,590,158	6,650,627
Excise Taxes	280,162	223,499	227,968	232,528
Tax Total	**25,159,978**	**25,643,858**	**26,166,679**	**27,015,133**
Business Licenses & Franchise Fees	1,117,463	1,242,189	1,216,152	1,241,857
Building Permits and Fees	548,833	439,936	532,875	725,552
Licenses & Permits Total	**1,666,296**	**1,682,126**	**1,749,027**	**1,967,409**
Intergovernmental Total	**1,035,371**	**756,115**	**698,472**	**689,979**
General Government	24,755	200,402	248,765	329,360
Public Safety	967,405	1,016,075	1,026,517	1,022,169
Engineering Services	156,820	55,499	43,710	44,803
Transportation	(320)	461	213	218
Plan Check and Review Fees	319,459	273,380	464,727	440,690
Culture and Rec Fees	990,370	1,023,548	964,115	1,009,175
Interfund Charges for Services	1,401,380	1,581,101	1,620,628	1,902,614
Charges for Services Total	**3,859,869**	**4,150,465**	**4,368,675**	**4,749,029**
Fines and Penalties Total	**690,079**	**603,151**	**523,944**	**650,765**
Investment Earnings	13,204	12,536	12,250	93,481
Rents, Leases & Concessions	333,403	334,623	339,326	344,056
Contributions & Donations	5,218	21,363	10,750	10,400
Other Misc Revenue	22,491	8,596	11,052	732,667
Sale of Capital Assets & Ins. Recoveries	10,263	-	-	-
Miscellaneous Total	**384,579**	**377,118**	**373,378**	**1,180,604**
Transfers In	25,086	32,016	12,297	-
Total Revenues & Transfers	**$ 32,821,257**	**$ 33,244,849**	**$ 33,892,472**	**$ 36,252,919**

Percentage General Revenue by Type – 2014



2014 General Fund Expenditures by Department



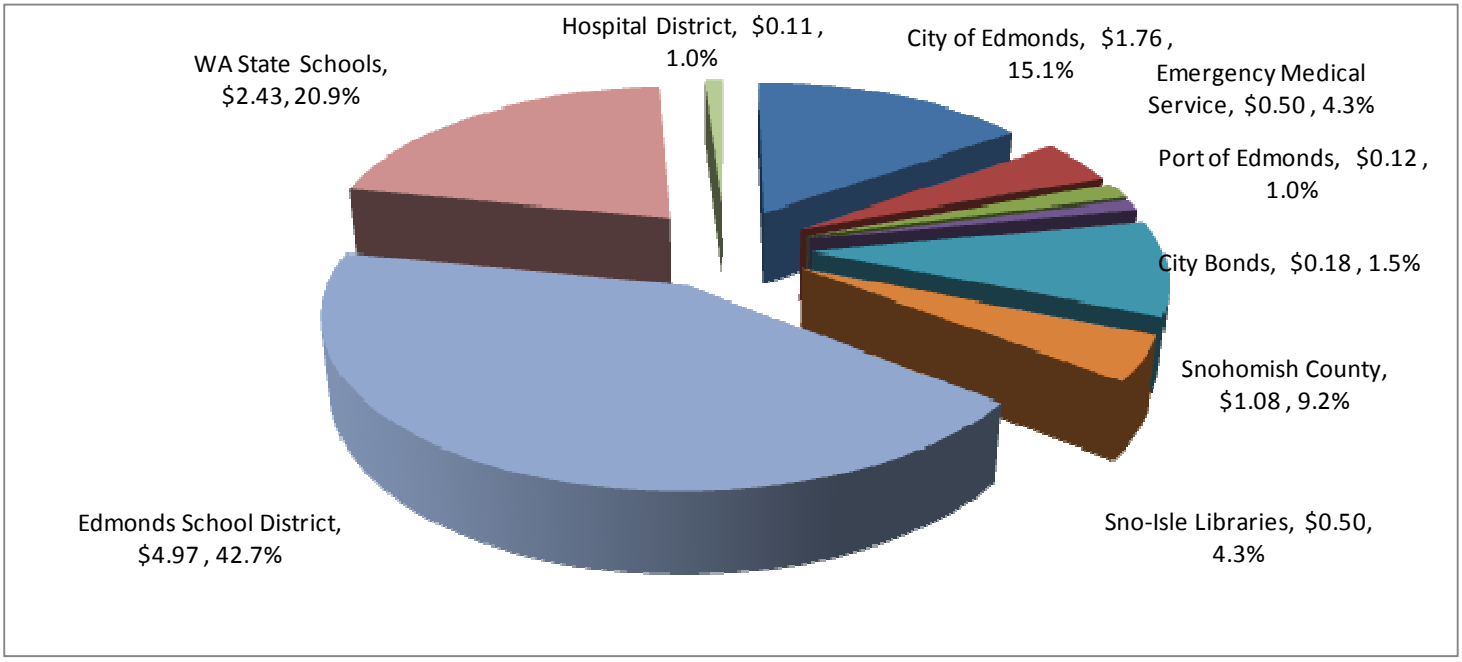
General Fund Expenditures by Department							
	2010 Actual	2011 Actual	2012 Actual	2013 Estimate	2014 Budget	12-13 % Change	13-14 % Change
City Council	$ 295,489	$ 286,824	$ 253,496	$ 279,351	$ 237,644	10.20%	-14.93%
Mayor's Office	248,201	252,916	227,032	240,617	251,085	5.98%	4.35%
Human Resources	274,056	291,919	219,185	271,316	339,938	23.78%	25.29%
Municipal Court	736,393	768,608	729,435	703,398	801,872	-3.57%	14.00%
Economic Development	39,381	31,975	108,187	50,860	110,370	-52.99%	117.01%
City Clerk	485,484	501,950	505,436	576,220	537,273	14.00%	-6.76%
Finance	539,232	711,664	730,719	817,876	808,429	11.93%	-1.16%
Fiber Optic Project	76,234	24,606	133,470	100,861	115,200	-24.43%	14.22%
Information Services	643,938	617,476	648,297	570,420	721,656	-12.01%	26.51%
City Attorney	703,824	563,048	486,551	494,680	552,900	1.67%	11.77%
Non-Departmental	13,126,261	11,298,149	14,008,532	11,844,786	15,178,143	-15.45%	28.14%
Police	8,437,279	8,482,165	8,165,136	8,429,579	8,823,704	3.24%	4.68%
Fire Services	27,435	-	-	-	-	0.00%	0.00%
Community Services	383,272	311,164	313,429	323,024	328,730	3.06%	1.77%
Development Services	1,605,427	1,666,687	1,592,460	1,565,133	1,938,960	-1.72%	23.88%
Parks, Recreation and Cultural Services	3,334,651	3,312,869	3,272,646	3,355,014	3,771,116	2.52%	12.40%
Public Works	371,086	272,662	288,805	327,121	354,098	13.27%	8.25%
Facilities Maintenance	1,346,281	1,438,703	1,301,011	1,327,442	1,378,824	2.03%	3.87%
Engineering	1,105,567	1,207,248	1,331,354	1,381,583	1,686,629	3.77%	22.08%
Total Expenditures	**$ 33,779,491**	**$ 32,040,633**	**$ 34,315,181**	**$ 32,659,281**	**$ 37,936,571**	**-4.83%**	**16.16%**

In developing the 2013 budget, the City reduced costs in a variety of areas with the intent of dealing with actual and projected revenue declines. The economy has been recovering during 2013 and between stronger than anticipated revenues and the reduced level of expenditures, the City is in a position to make some selective one-time investments as well as limited increases in ongoing programmatic costs. Information about specific changes are included in the departmental narratives under 2014 Major Budget Changes and on pages 31 and 32 in the listing of 2014 individual decision packages.

PROPERTY TAX

Property taxes are the City's largest revenue source at $14 million in 2014, or 39% 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 21% of property taxes paid by Edmonds property owners.

2013 Property Tax Rates by Jurisdiction



The City of Edmonds receives a relatively small percentage of a property owner's tax bill (15% for the regular tax levy). In comparison, the Edmonds School District and WA State Schools taken together account for 64% of the property tax bill.

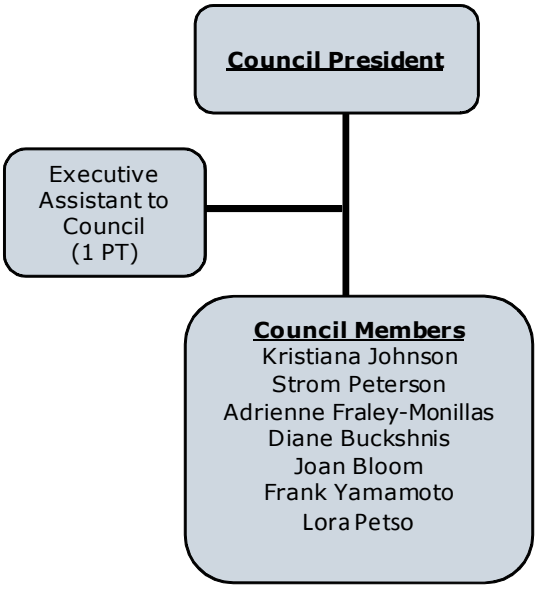
2013 Property Tax Rate per $1,000 of Assessed Value		
Government Agency	Tax Rate	% of Total
City of Edmonds	$ 1.76	15.1%
Emergency Medical Service	0.50	4.3%
City Bonds	0.18	1.5%
Total, City of Edmonds	2.44	20.9%
Port of Edmonds	0.12	1.0%
Snohomish County	1.08	9.2%
Sno-Isle Libraries	0.50	4.3%
Edmonds School District	4.97	42.7%
WA State Schools	2.43	20.9%
Hospital District	0.11	1.0%
Total	**$ 11.66**	**100.0%**

DECISION PACKAGES

Pkg #	Department	Package Description	One-Time Y/N	2014 Cost	2015 Ongoing Cost	2014 Revenue
1	Council	Outside Professional Service Fees for Counsel	Y	$ 10,000	$ 10,000	$ -
2	Human Resources	Applicant Tracking System	Y	$ 11,000	$ 1,080	$ -
3	Human Resources	Worker's Compensation Claims Consultant	N	$ 12,000	$ 12,000	$ -
4	Human Resources	PartTime Employee for support of programs	N	$ 24,898	$ 25,271	$ -
5	Human Resources	NonDepartmental Longevity Program	N	$ 31,900	$ 32,379	$ -
6	Municipal Court	Paperless Court System Design & Planning	Y	$ 20,000	$ -	$ -
7	City Clerk	Fee Increase for Parking Permits	N	$ -	$ -	$ 8,700
8	Information Svcs	Storage and process of Credit Cards to vendor.	Y	$ 5,500	$ 1,100	$ -
9	Information Svcs	Upgrade GIS equipment to allow online mapping data	N	$ 16,400	$ 5,500	$ 14,000
10	Information Svcs	Expand IT Staffperson to full time.	N	$ 33,800	$ 33,800	$ -
11	Information Svcs	Upgrade video monitoring for Public Safety.	Y	$ 10,000	$ -	$ -
12	Information Svcs	Secure Network Design & Equipment	Y	$ 35,000	$ -	$ -
13	Information Svcs	Data Backup and restoration system	Y	$ 21,000	$ -	$ -
14	Finance	Intern working on providing documentation	Y	$ 10,000	$ -	$ -
15	Police	Animal Licensing contract	N	$ 10,660	$ 9,660	$ 39,540
16	Police	Add one commissioned FTE for Assistant Chief	N	$ 94,927	$ 102,092	$ -
17	Police	Increase Radio Replacement B-Fund	N	$ 36,000	$ 36,000	$ -
18	Community Svcs	Contracting for online communication via Facebook, Google and YouTube.	N	$ 4,800	$ 4,800	$ -
19	Community Svcs	1 year project contracted Arts/Information	Y	$ 65,000	$ -	0
20	Development Svcs	Adjustments to Development Fees	N	$ -	$ 183,185	$ 183,185
21	Development Svcs	Hire a Plan Check/Inspector Position.	N	$ 68,170	$ 68,170	$ -
22	Development Svcs	GMA Critical Areas Ordinance	N	$ 40,000	$ 40,000	$ -
23	Development Svcs	Building plan checker hiring overlap	Y	$ 12,055	$ -	$ -
24	Parks	General Fund subsidy to support services at Cemetery	N	$ 40,186	$ 40,000	$ -

Pkg #	Department	Package Description	One-Time Y/N	2014 Cost	2015 Ongoing Cost	2014 Revenue
25	Parks	Support for Arts Commission.	N	$ 20,000	$ 15,000	$ -
26	Parks	Promote Recreation Manager to Interim Asst Parks Dir.	N	$ 6,418	$ 6,418	$ -
27	Parks	Ongoing Training	N	$ 5,000	$ 5,000	$ -
28	Parks	Parks ballfield irrigation	N	$ 15,000	$ 15,000	$ -
29	Parks	Two Parks Seasonal Flow program Employees	Y	$ 30,337	$ -	$ 8,000
30	Parks	Replace downtown trash receptacles	Y	$ 16,000	$ -	
31	Parks	Three seasonal laborers for summer months	Y	$ 45,559	$ -	$ -
32	Parks	Parks Plan contract	Y	$ 62,500	$ -	$ -
33	Parks	City Spray Park water costs.	N	$ 25,000	$ 25,000	$ -
34	PW - Engineering	Move Existing Capital Project Manager to GF from Utilities	N	$ 92,966	$ 97,104	$ 92,966
35	PW - Engineering	New Capital Project Manager to GF from Utilities	N	$ 97,286	$ 98,324	$ 97,286
36	PW - Streets	Edmonds Pavement Preservation Program	N	$ 1,200,000	$ 1,200,000	$ -
37	PW - Streets	Road Operations Funding from GF, REET I and II	N	$ 300,000	$ 350,000	$ -
38	PW - Facilities	Transfer for ESCO III project.	Y	$ 280,200	$ -	$ -
39	PW - Facilities	Transfer for LED fixtures to streetlights and improve Library HVAC systems.	Y	$ 300,000	$ -	$ 90,000
40	PW - Facilities	Transfer for HW and SW on Public Safety HVAC digital control system.	Y	$ 43,000	$ -	$ -
41	Development Svcs	New Development Services Director	N	$ 198,221	$ 178,221	$ -
42	NonDepartmental	City Attorney Charges Consolidated	N	$ -	$ -	$ -
43	Parks	One Cemetery seasonal employee	N	$ 15,186	$ 15,186	$ -
44	PW - Utilities	Updated Water Meter Fees	N	$ -	$ -	$ 64,470
45	PW - ER&R	Automotive diagnostic scan tool	Y	$ 9,767	$ -	$ -
46	NonDepartmental	Reserve for Major Capital Projects (GF $400K) & (REET I: $200K)	Y	$ 600,000	$ -	0
47	NonDepartmental	2% anticipated General Fund Under-expenditure	N	$ -	$ -	$ 725,058
48	NonDepartmental	Transfers in General Fund Sub-Funds to Meet County Policy.	Y	**$ -**	$ -	**$ -**
49	Police	Entrly Level Police Officer for Street Crimes Unit	N	$ 65,380	$ 100,859	**$ -**

Fund:	General		Fund #:	001
Department:	City Council		Department #:	11
Cost Center	???????????????????		Cost Center #:	511.60 & 550.10



Fund:	General		Fund #:	001
Department:	City Council		Department #:	11
Cost Center	Total Department		Cost Center #:	511.60 & 550.10

Mission Statement

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

Purpose

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

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

Budget Narrative

In 2012 the Citizens' Commission on Compensation for elected Officials recommended a change regarding how Councilmembers are paid as follows:

Option #2B

Combine all possible compensation into a lump sum, including meeting pay ($400) current base pay ($600) and health insurance contribution from the city ($567), for a total of $1,567 per Council member. Continue a $200 monthly salary differential for the Council President for a total of $1,767 for the Council President.

Allow each Council member to receive the full amount in any combination of the following:

- Salary
- Paid health care premiums for themselves and/or family members
- Contributions to a deferred compensation account.
- The Commission recommended the benefits package for Council Members remain unchanged. However, the Commission recommended that any future change to the health care benefits package (either plan, or contribution rate) for non-represented employees also apply to the Council.

The Commission recommended that Option #2B be adopted. Option #2B was adopted in 2013.

11 Salaries - Council: No change in base salary.
11.10 Salaries - Staff: Increase based on non-represented employees 1.4% increase.
23 Benefits – Council: Increase due to increase by provider.
23.10 Benefits – Staff: Increase due to increase by provider.
41 Professional Serv: See Decision Package information below.

Major 2014 Budget Changes:

Decision Package #1 added $10,000 to professional services budget line item, for outside professional services.
Decision Package #42 transferred $53,082 of City Attorney fees from the Council to the City Attorney cost center. All City Attorney costs will now be paid out of the City Attorney cost center.
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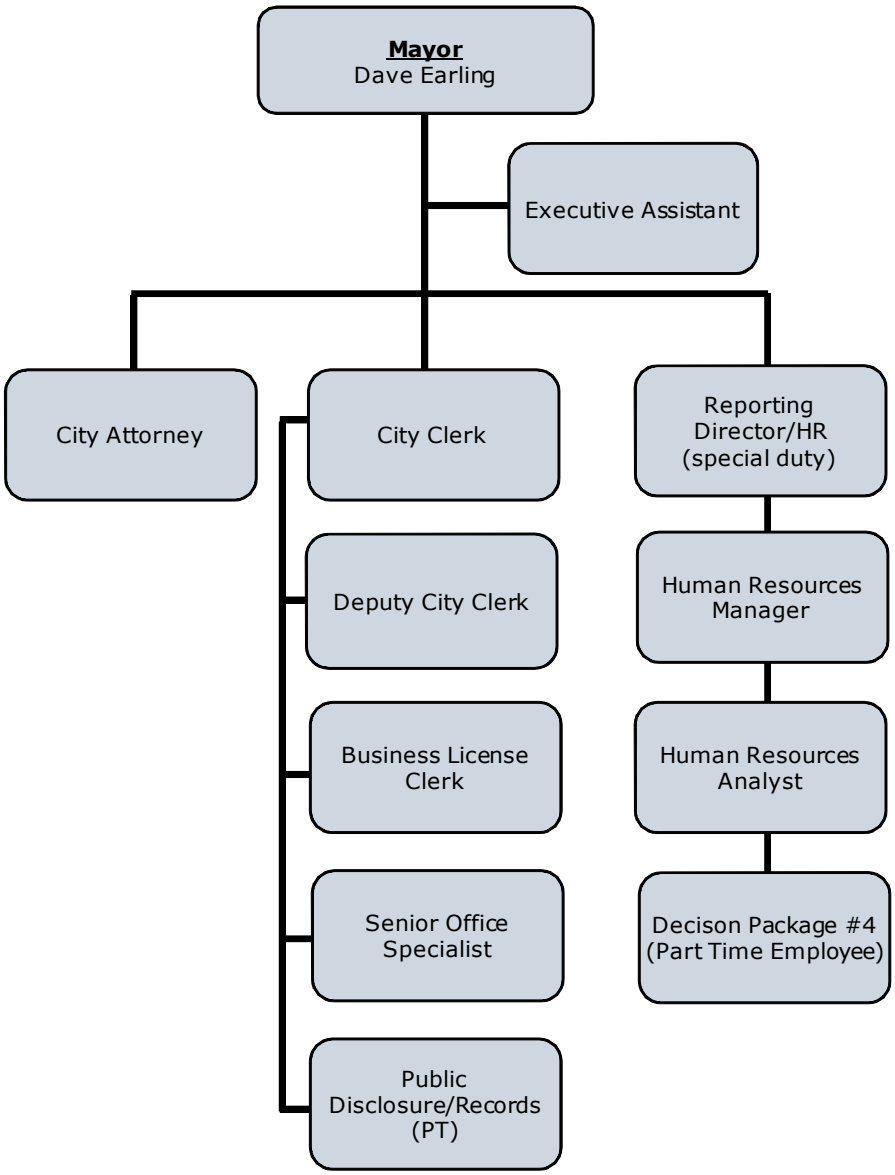
Fund:	General		Fund #:	001
Department:	City Council		Department #:	11
Cost Center	Total Department		Cost Center #:	511.60 & 550.10

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Salaries-Council	105,315	86,400	86,400	86,400	-	0%	-	0%
Salaries-Staff	-	28,218	30,784	31,215	2,997	11%	431	1%
Overtime	6,134	2,000	2,000	2,000	-	0%	-	0%
Overtime	-	-	289	-	N/A	N/A	(289)	-100%
Benefits-Council	70,190	55,737	57,050	58,652	2,915	5%	1,602	3%
Benefits-Staff	-	12,428	13,988	13,619	1,191	10%	(369)	-3%
Supplies	783	1,000	1,000	1,000	-	0%	-	0%
Professional Svc	58,185	53,082	53,082	10,000	(43,082)	-81%	(43,082)	-81%
Communications	3,217	3,000	3,000	3,000	-	0%	-	0%
Travel	879	2,500	2,500	2,500	-	0%	-	0%
Rental/Lease	467	490	490	490	-	0%	-	0%
Repairs/Maintenance	-	1,500	1,500	1,500	-	0%	-	0%
Miscellaneous	1,667	2,268	2,268	2,268	-	0%	-	0%
Council Contingency	6,660	25,000	25,000	25,000	-	0%	-	0%
	253,496	273,623	279,351	237,644	(35,979)	-13%	(41,707)	-15%

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



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

Mission Statement

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

Purpose

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

Program	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Office of the Mayor	227,032	240,866	240,617	251,085	10,219	4%	10,468	4%
Human Resources	219,185	296,058	271,316	339,938	43,880	15%	68,622	25%
City Clerk	505,436	586,831	576,220	537,273	(49,558)	-8%	(38,947)	-7%
City Attorney	486,551	499,200	494,680	552,900	53,700	11%	58,220	12%
	1,438,203	1,622,955	1,582,833	1,681,196	58,241	4%	98,363	6%

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Salaries	567,173	660,559	649,925	694,100	33,541	5%	44,175	7%
Benefits	165,126	196,530	182,193	207,342	10,812	6%	25,149	14%
Supplies	11,837	17,760	16,237	14,537	(3,223)	-18%	(1,700)	-10%
Small Equipment	-	100	100	100	-	0%	-	0%
Professional Svc	581,170	624,951	618,431	639,507	14,556	2%	21,076	3%
Communication	39,909	51,900	52,100	52,100	200	0%	-	0%
Travel	840	2,750	2,950	3,500	750	27%	550	19%
Advertising	25,457	8,690	7,690	9,200	510	6%	1,510	20%
Rental/Lease	21,457	29,400	24,600	24,600	(4,800)	-16%	-	0%
Repair/Maintenance	12,987	14,537	14,059	20,800	6,263	43%	6,741	48%
Miscellaneous	12,248	15,778	14,548	15,410	(368)	-2%	862	6%
	1,438,203	1,622,955	1,582,833	1,681,196	58,241	4%	98,363	6%

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

Function

The Mayor of Edmonds serves as both the Chief Executive Officer (CEO) and the Chief Operations Officer (COO) of the City. In most cities with a strong mayor 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, printer and fax cartridges, boards and commissions plaques.

The professional services budget covers framing of employee retirement posters, and printing services.

The communication budget includes the Mayor's cell phone, iPad and related data plans.

The travel budget includes the Mayor's mileage/parking/meals reimbursement, accommodations, and travel expenses for City-related meetings.

The rental/lease budget covers 1/3 maintenance of the cost for copier shared with Human Resources and Community Services departments.

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

Major 2014 Budget Changes

None

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

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Salaries	178,239	185,987	185,986	192,115	6,128	3%	6,129	3%
Benefits	40,220	42,079	41,831	46,170	4,091	10%	4,339	10%
Supplies	737	2,000	2,000	2,000	-	0%	-	0%
Professional Svc	930	1,500	1,500	1,500	-	0%	-	0%
Communication	1,162	1,400	1,400	1,400	-	0%	-	0%
Travel	832	2,000	2,000	2,000	-	0%	-	0%
Rental/Lease	2,648	2,400	2,400	2,400	-	0%	-	0%
Repair/Maintenance	-	500	500	500	-	0%	-	0%
Miscellaneous	2,264	3,000	3,000	3,000	-	0%	-	0%
	227,032	240,866	240,617	251,085	10,219	4%	10,468	4%

Fund:	General		Fund #:	001
Department:	Mayor		Department #:	22
Cost Center	Human Resources		Cost Center #:	518.10 & 521

Function

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

Budget Narrative

The Salary and Benefit budget includes the Human Resources Manager and Human Resources Analyst as well as a 5% special duty pay for a Reporting Director.

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

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

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

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

The travel budget funds Human Resources training and travel.

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

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

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

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

CIVIL SERVICE

The professional services budget covers 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.

Major 2014 Budget Changes

Decision package #2 added $11,000 to 2014 costs for applicant tracking system.
Decision package #3 added $12,000 to 2014 costs for Worker's Compensation claims consultant.
Decision package #4 added $24,898 to 2014 costs for part-time employee for support of programs.

Fund:	General		Fund #:	001
Department:	Mayor		Department #:	22
Cost Center	Human Resources		Cost Center #:	518.10 & 521

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Personnel								
Salaries	93,970	169,000	161,000	194,389	25,389	15%	33,389	21%
Benefits	33,800	61,680	48,219	59,339	(2,341)	-4%	11,120	23%
Supplies	2,209	2,000	4,000	2,300	300	15%	(1,700)	-43%
Small Equipment	-	100	100	100	-	0%	-	0%
Professional Svc	63,724	25,000	23,000	48,000	23,000	92%	25,000	109%
Communications	394	500	700	700	200	40%	-	0%
Travel	-	500	700	500	-	0%	(200)	-29%
Advertising	1,427	5,000	4,000	5,000	-	0%	1,000	25%
Rental/Lease	2,573	2,000	2,200	2,200	200	10%	-	0%
Repair/Maintenance	4,820	6,000	5,349	6,000	-	0%	651	12%
Miscellaneous	6,342	9,598	7,368	8,230	(1,368)	-14%	862	12%
	209,260	281,378	256,636	326,758	45,380	16%	70,122	27%
Civil Service								
Supplies	5	-	-	-	N/A	N/A	N/A	N/A
Professional Svc	9,920	14,500	14,500	13,000	(1,500)	-10%	$ (1,500)	-10%
Miscellaneous	-	180	180	180	-	0%	$ -	0%
	9,925	14,680	14,680	13,180	(1,500)	-10%	$ (1,500)	-10%
	219,185	296,058	271,316	339,938	43,880	15%	$ 68,622	25%

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

Function

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

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

Budget Narrative

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

Supplies: Printing application forms, permits, licenses, letterhead/envelopes; minute books; paper; Council meeting public hearing notice signs; and general office supplies.

Professional services: City Code codification services; minute-taking services; microfilming of essential records; destruction of records/shredding services; off-site records storage fees; emergency temp help.

Communications: Citywide postage; bulk mail account; cell phone/iPad fees for City Clerk.

Travel: Travel associated with recording documents at the Snohomish County Auditor's Office; travel and meals associated with professional meetings/training.

Advertising: Publish required legal ads of Council notices and ordinances.

Rental/lease: Citywide mailing equipment and copier.

Repair/maintenance: Annual software maintenance fees for Clerk's Index, Eden business licensing, and Agenda Quick software; hosting City Code on MRSC website; laserfiche document management; repair of office equipment.

Miscellaneous: County Auditor recording fees; professional organization membership fees; required certification training fees; and statewide professional conference fees.

Major 2014 Budget Changes

None

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

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Salaries And Wages	294,964	305,572	302,939	307,596	2,024	1%	4,657	2%
Benefits	91,106	92,771	92,143	101,833	9,062	10%	9,690	11%
Supplies	8,888	13,760	10,237	10,237	(3,523)	-26%	-	0%
Professional Svc	20,244	84,751	84,751	24,107	(60,644)	-72%	(60,644)	-72%
Communications	38,353	50,000	50,000	50,000	-	0%	-	0%
Travel	7	250	250	1,000	750	300%	750	300%
Advertising	24,030	3,690	3,690	4,200	510	14%	510	14%
Rental/Lease	16,236	25,000	20,000	20,000	(5,000)	-20%	-	0%
Repair/Maintenance	8,167	8,037	8,210	14,300	6,263	78%	6,090	74%
Miscellaneous	3,442	3,000	4,000	4,000	1,000	33%	-	0%
	505,436	586,831	576,220	537,273	(49,558)	-8%	(38,947)	-7%

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

Function

The City Attorney advises and assists the City Council, Mayor, and staff in conforming to state and federal law in all municipal activities and defends the City against claims and suits.

Budget Narrative

The professional services budget includes three separate categories. The first is the City Attorney budget which covers general legal services such as drafting routine ordinances and resolutions and attending City Council meetings and other boards or commissions as requested, as well as lawsuits and negotiations. The second category is the Prosecuting Attorney budget. Both the City Attorney and the City Prosecutor are hired on a contract basis by the City. The third category is miscellaneous legal services provided by other outside legal counsel.

The miscellaneous-prosecutor budget covers the cost of witness fees.

Major 2014 Budget Changes

Decision package #42 transferred approximately $53,082 of City Attorney fees from the Council to the City Attorney cost center. All city attorney costs will now be paid out of the City Attorney cost center.

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

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Prof Svc-City Atty	330,351	334,000	334,000	384,000	50,000	15%	50,000	15%
Prof Svc-Misc Legal	-	5,000	-	5,000	-	0%	5,000	NA
Prof Svc-Prosecutor	156,000	160,200	160,680	163,900	3,700	2%	3,220	2%
Misc Prosecutor	200	-	-	-	N/A	N/A	N/A	N/A
	486,551	499,200	494,680	552,900	53,700	11%	58,220	12%

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

Function

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

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

The Commission is urged and expected to continue its fundraising efforts in order to provide a separate source of private funding for its projects. The Commission looks for corporate sponsors and a major fundraising event.

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

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Program 100 -Public								
Beginning Balance	**7,907**	**6,671**	**6,671**	**2,944**	**(3,727)**	**-56%**	**(3,727)**	**-56%**
Revenue								
Investment Interest	10	12	10	12	-	0%	2	20%
Total Revenues	10	12	10	12	-	0%	2	20%
Expenditure								
Miscellaneous	1,246	3,737	3,737	-	(3,737)	-100%	(3,737)	-100%
Total Expenditures	1,246	3,737	3,737	-	(3,737)	-100%	(3,737)	-100%
Ending Balance-100	**6,671**	**2,946**	**2,944**	**2,956**	**10**	**0%**	**12**	**0%**
Program 200 - Private								
Beginning Balance	**2,353**	**2,111**	**2,111**	**652**	**(1,459)**	**-69%**	**(1,459)**	**-69%**
Revenue								
Investment Interest	4	5	5	7	2	40%	2	40%
Contributions	2,766	8,000	8,100	4,500	(3,500)	-44%	(3,600)	-44%
Total Revenues	2,770	8,005	8,105	4,507	(3,498)	-44%	(3,598)	-44%
Expenditure								
Supplies	110	500	500	500	-	0%	-	0%
Student Trip	-	-	-	3,000	3,000	NA	3,000	NA
Miscellaneous	2,903	9,500	9,064	1,000	(8,500)	-89%	(8,064)	-89%
Total Expenditures	3,013	10,000	9,564	4,500	(5,500)	-55%	(5,064)	-53%
Ending Balance-200	**2,111**	**116**	**652**	**659**	**543**	**470%**	**7**	**1%**

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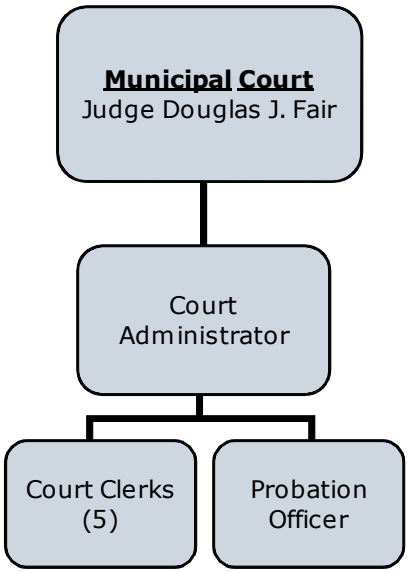
Fund:	General		Fund #:	001
Department:	Municipal Court		Department #:	23
Cost Center	Municipal Court		Cost Center #:	N/A



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 filed by the City of Edmonds Police Department resulting from crimes committed within the city limits of Edmonds. The Court also adjudicates all civil infractions of city ordinances as well as a limited number of other civil matters. The Court's jurisdiction and authority is established in accordance with the Revised Code of Washington 3.46.030.

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

Budget Narrative

The Edmonds Municipal Court staff encompasses the Judge, the Court Administrator, one Probation Officer and five Court Clerks.

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

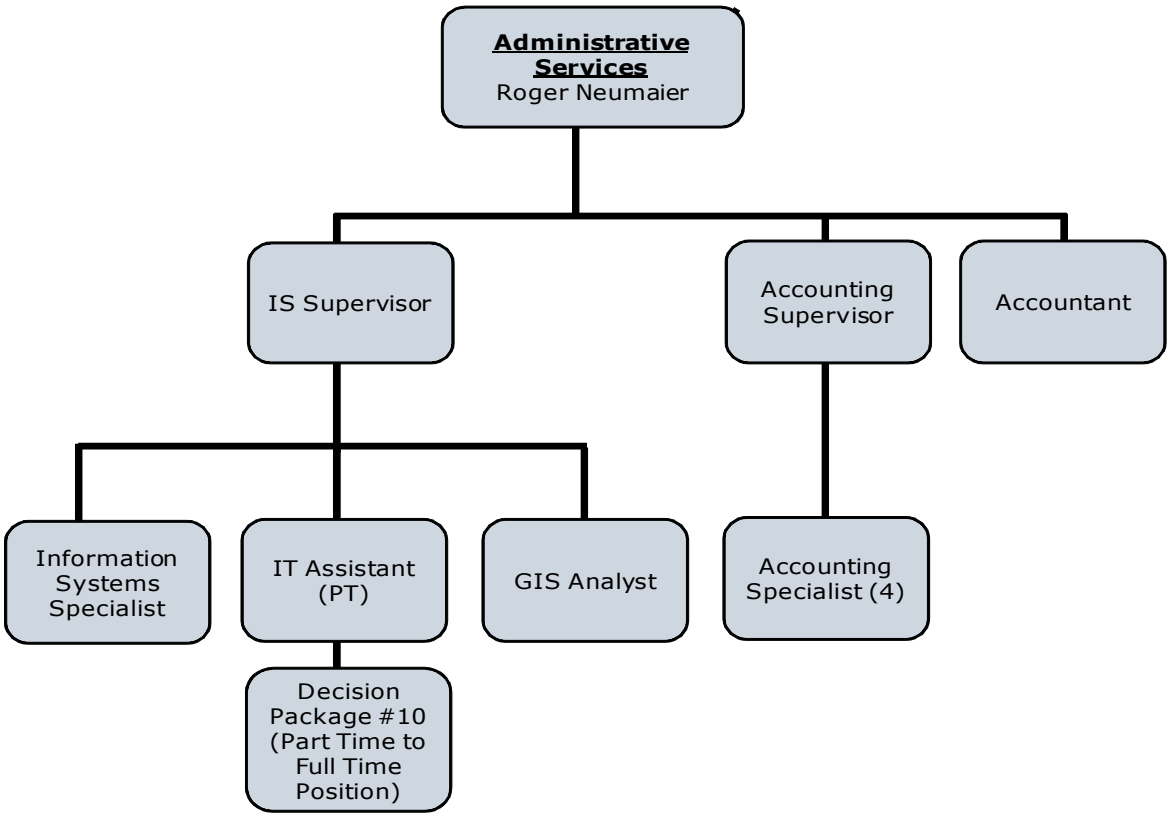
Major 2014 Budget Changes

A position was added to the Municipal Court in August of 2013. The position continues on in 2014.
Decision package #6 added $20,000 to 2014 costs for paperless court system design & planning system.

Fund:	General		Fund #:	001
Department:	Municipal Court		Department #:	23
Cost Center	Municipal Court		Cost Center #:	N/A

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Court								
Salaries	368,049	376,296	387,632	433,332	57,036	15%	45,700	12%
Overtime	136	100	-	-	(100)	-100%	N/A	N/A
Benefits	121,374	124,901	124,301	149,037	24,136	19%	24,736	20%
Supplies	2,888	2,659	2,600	2,700	41	2%	100	4%
Minor Equipment	2,299	500	900	1,000	500	100%	100	11%
Small Equipment-Judicial	-	1,500	1,500	1,500	-	0%	-	0%
Professional Services	37,525	27,000	36,000	37,000	10,000	37%	1,000	3%
Prof Serv - Interpreter	15,829	20,000	17,000	18,000	(2,000)	-10%	1,000	6%
Communications	2,241	2,500	2,400	2,500	-	0%	100	4%
Travel	2,173	1,000	1,300	1,390	390	39%	90	7%
Rental/Lease	237	-	300	400	400	NA	100	33%
Repair/Maintenance	592	500	100	100	(400)	-80%	-	0%
Miscellaneous	19,250	18,000	15,000	36,000	18,000	100%	21,000	140%
Misc - Jury	-	1,000	1,000	1,000	-	0%	-	0%
	572,593	575,956	590,033	683,959	108,003	19%	93,926	16%
Probation								
Salaries	90,718	88,175	65,795	66,716	(21,459)	-24%	921	1%
Overtime	437	-	100	-	N/A	N/A	(100)	-100%
Benefits	41,107	43,625	24,870	27,967	(15,658)	-36%	3,097	12%
Supplies	7,901	6,500	6,500	6,700	200	3%	200	3%
Prof Serv - Interpreter	13,247	13,500	13,500	14,000	500	4%	500	4%
Communications	14	100	100	100	-	0%	-	0%
Travel	268	250	1,100	1,000	750	300%	(100)	-9%
Rental/Lease	728	650	650	670	20	3%	20	3%
Repairs & Maintenance	633	500	500	510	10	2%	10	2%
Miscellaneous	1,696	250	250	250	-	0%	-	0%
Home Monitoring	92	-	-	-	N/A	N/A	N/A	N/A
	156,841	153,550	113,365	117,913	(35,637)	-23%	4,548	4%
	729,435	729,506	703,398	801,872	72,366	10%	98,474	14%

Fund:	General		Fund #:	001
Department:	Finance & Info Services		Department #:	30
Cost Center	Total Department		Cost Center #:	N/A



Fund:	General		Fund #:	001
Department:	Finance & Info Services		Department #:	30
Cost Center	Total Department		Cost Center #:	N/A

Function

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

Program	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Finance	730,719	794,984	817,876	808,429	13,445	2%	(9,447)	-1%
Fiber Optic Project	133,470	160,200	100,861	115,200	(45,000)	-28%	14,339	14%
Information Services	648,297	563,334	570,420	721,656	158,322	28%	151,236	27%
	1,512,486	1,518,518	1,489,157	1,645,285	126,767	8%	156,128	10%

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Salaries	718,781	661,370	673,874	771,709	110,339	17%	97,835	15%
Overtime	7,886	8,000	7,967	6,667	(1,333)	-17%	(1,300)	-16%
Benefits	224,364	214,100	246,919	255,363	41,263	19%	8,444	3%
Supplies	121,969	35,700	36,979	36,036	336	1%	(943)	-3%
Minor Equipment	77,652	87,500	75,608	170,554	83,054	95%	94,946	126%
Professional Services	51,434	175,850	157,904	103,856	(71,994)	-41%	(54,048)	-34%
Communications	61,944	58,960	54,000	58,960	-	0%	4,960	9%
Travel	2,330	3,300	1,750	1,750	(1,550)	-47%	-	0%
Rental/Lease	4,099	4,200	4,200	4,200	-	0%	-	0%
Repair/Maintenance	213,533	171,750	171,750	180,986	9,236	5%	9,236	5%
Miscellaneous	21,702	8,000	13,418	10,500	2,500	31%	(2,918)	-22%
Interfund Rental	6,792	4,788	4,788	4,704	(84)	-2%	(84)	-2%
Machinery/Equipment	-	85,000	40,000	40,000	(45,000)	-53%	-	0%
	1,512,486	1,518,518	1,489,157	1,645,285	126,767	8%	156,128	10%

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

Function

The Finance Director serves as the city's Chief Financial Officer and is dedicated to being responsive to the needs of our public and internal customers by providing them with timely and quality services in a positive, professional, and cooperative manner. The Financial Services Division fulfills all accounting/treasury functions, which include payroll, accounts payable, accounts receivable, auditing, job costing, investing, budgeting, utility billing, risk management, and financial reporting.

Budget Narrative

The Salary and Benefit budget includes the Finance Director, one Accountant, an Accounting Supervisor, and four Accounting Specialists.

Major 2014 Budget Changes

Decision package #14 added $10,000 to 2014 costs for intern working on providing documentation.

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Salaries	493,202	499,916	503,874	553,511	53,595	11%	49,637	10%
Overtime	4,946	4,000	4,667	4,667	667	17%	-	0%
Benefits	151,071	155,170	187,989	181,583	26,413	17%	(6,406)	-3%
Supplies	20,922	7,500	7,836	7,836	336	4%	-	0%
Small Equipment	-	-	608	654	654	NA	46	8%
Professional Services	13,606	81,250	66,304	9,256	(71,994)	-89%	(57,048)	-86%
Communications	1,287	1,000	1,000	1,000	-	0%	-	0%
Travel	1,264	2,500	950	950	(1,550)	-62%	-	0%
Rental/Lease	3,285	3,300	3,300	3,300	-	0%	-	0%
Interfund Rental	3,000	1,128	1,128	216	(912)	-81%	(912)	-81%
Repair/Maintenance	32,276	34,720	34,720	38,456	3,736	11%	3,736	11%
Miscellaneous	5,861	4,500	5,500	7,000	2,500	56%	1,500	27%
	730,719	794,984	817,876	808,429	13,445	2%	(9,447)	-1%

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

Function

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

Budget Narrative

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

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

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

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

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

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

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Supplies	2	-	943	-	N/A	N/A	(943)	-100%
Small Equipment	5,743	28,500	16,000	28,500	-	0%	12,500	78%
Professional Services	10,781	65,000	62,000	65,000	-	0%	3,000	5%
Communications	10,678	13,200	9,000	13,200	-	0%	4,200	47%
Rental/Lease	814	900	900	900	-	0%	-	0%
Repairs & Maintenance	105,098	7,600	7,600	7,600	-	0%	-	0%
Miscellaneous	352	-	4,418	-	N/A	N/A	(4,418)	-100%
Machinery/Equipment	-	45,000	-	-	(45,000)	-100%	N/A	N/A
	133,470	160,200	100,861	115,200	(45,000)	-28%	14,339	14%

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

Function

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

Budget Narrative

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

Major 2014 Budget Changes

Decision package #8 added $5,500 to 2014 costs for storage and process of credit cards to vendor.
Decision package #9 added $16,400 to 2014 costs for upgrade of GIS equipment to allow online mapping data.
Decision package #10 added $33,800 to 2014 costs for expanding IT staff person to full-time.
Decision package #11 added $10,000 to 2014 costs for upgrade of video monitoring for Public Safety.
Decision package #12 added $35,000 to 2014 costs for secure network design & equipment.
Decision package #13 added $21,000 to 2014 costs for data backup and restoration system.

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

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Salaries	225,579	161,454	170,000	218,198	56,744	35%	48,198	28%
Overtime	2,940	4,000	3,300	2,000	(2,000)	-50%	(1,300)	-39%
Benefits	73,294	58,930	58,930	73,780	14,850	25%	14,850	25%
Supplies	101,044	28,200	28,200	28,200	-	0%	-	0%
Small Equipment	71,909	59,000	59,000	141,400	82,400	140%	82,400	140%
Professional Services	27,048	29,600	29,600	29,600	-	0%	-	0%
Communications	49,979	44,760	44,000	44,760	-	0%	760	2%
Travel	1,065	800	800	800	-	0%	-	0%
Repair/Maintenance	76,158	129,430	129,430	134,930	5,500	4%	5,500	4%
Miscellaneous	15,489	3,500	3,500	3,500	-	0%	-	0%
Interfund Rental	3,792	3,660	3,660	4,488	828	23%	828	23%
Machinery/Equipment	-	40,000	40,000	40,000	-	0%	-	0%
	648,297	563,334	570,420	721,656	158,322	28%	151,236	27%

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

Function

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

Budget Narrative

The schedule of budget expenditures on the following page provides significant detail as to the nature of the expenditures from this cost center.

Miscellaneous Memberships include dues to the following organizations; Association of Washington Cities, Puget Sound Regional Council, Snohomish County Tomorrow, Edmonds Chamber of Commerce and the South County Chamber of Commerce.

Major 2014 Budget Changes

Decision package #5 added $31,900 to 2014 costs for non-departmental longevity program
Decision package #46 added $600,000 to 2014 costs for reserves for major City projects.

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

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Professional Services	-	-	-	-	N/A	N/A	N/A	N/A
Public Defender	126,749	270,000	135,000	170,000	(100,000)	-37%	35,000	26%
Election Costs	10,798	35,000	23,000	35,000	-	0%	12,000	52%
Voter Registration	67,829	85,000	85,000	70,000	(15,000)	-18%	(15,000)	-18%
Unemployment Compensation	32,956	40,000	30,000	25,000	(15,000)	-38%	(5,000)	-17%
Miscellaneous	1,300	-	-	-	N/A	N/A	N/A	N/A
Accrued Vacation/Sick Leave	227,581	93,785	125,000	310,071	216,286	231%	185,071	148%
Benefits	14,454	-	-	-	N/A	N/A	N/A	N/A
Liability & Property Ins.	420,109	396,193	396,193	379,784	(16,409)	-4%	(16,409)	-4%
Professional Services	245	-	-	-	N/A	N/A	N/A	N/A
Rental/Lease	3,600	3,600	3,600	3,600	-	0%	-	0%
Miscellaneous Memberships	55,083	55,156	55,156	455,708	400,552	726%	400,552	726%
State Auditor Fees	32,317	35,000	35,000	35,000	-	0%	-	0%
Excise Taxes	6,452	5,500	6,452	6,452	952	17%	-	0%
Fire District Contract	6,222,779	6,347,235	6,347,235	6,500,000	152,765	2%	152,765	2%
Hydrant Costs	166,942	201,800	201,800	200,000	(1,800)	-1%	(1,800)	-1%
Ambulance Fees	47,133	50,000	50,000	50,000	-	0%	-	0%
Communications	5	-	-	-	N/A	N/A	N/A	N/A
Supplies	8,462	5,000	1,000	3,000	(2,000)	-40%	2,000	200%
Professional Services	-	-	15,000	7,347	7,347	NA	(7,653)	-51%
Intergovtl Svc	476,619	486,050	460,000	486,050	-	0%	26,050	6%
ESCA / SERS	163,589	179,386	179,386	190,000	10,614	6%	10,614	6%
Snocom/New World	876,828	817,064	817,064	888,768	71,704	9%	71,704	9%
P S Clean Air Agency	24,152	23,227	23,227	23,185	(42)	0%	(42)	0%
Senior Center	60,000	60,000	60,000	60,000	-	0%	-	0%
Alcoholism Intergovtl Svc	12,168	11,000	7,200	8,000	(3,000)	-27%	800	11%
Prior Period Correction	221,703	-	-	-	N/A	N/A	N/A	N/A
1998 Ltgo Ref Bond Principal	62,985	-	-	-	N/A	N/A	N/A	N/A
2007 Ltgo Bond Principal	38,148	39,015	39,015	40,749	1,734	4%	1,734	4%
2000 Bond Prin - 800 Mgtz	102,559	107,580	107,580	113,317	5,737	5%	5,737	5%
1996/2003 Public Safety Bond	755,000	800,000	800,000	855,000	55,000	7%	55,000	7%
Fire Station # 20 - Principal	63,380	64,014	64,014	64,654	640	1%	640	1%
2001 Ltgo Principal	125,370	-	-	-	N/A	N/A	N/A	N/A
1998 Bonds - Interest	6,656	-	-	-	N/A	N/A	N/A	N/A
2007 Ltgo Bond - Interest	28,233	26,841	26,841	25,417	(1,424)	-5%	(1,424)	-5%
Debt Issue Costs	1,125	5,000	-	-	(5,000)	-100%	N/A	N/A
2000 Bond Interest - 800 Mgtz	45,858	40,730	40,730	35,351	(5,379)	-13%	(5,379)	-13%
1996/2003 Public Safety Bond	140,640	116,103	116,103	91,303	(24,800)	-21%	(24,800)	-21%
Fire Station #20 Interest	2,573	1,940	1,940	1,300	(640)	-33%	(640)	-33%
2001 Ltgo Interest	66,732	-	-	-	N/A	N/A	N/A	N/A
Transfer To Fund 617	48,023	-	-	129,179	129,179	NA	129,179	NA
Transfer To Fund 009	600,000	350,000	350,000	594,646	244,646	70%	244,646	70%
Transfer to Fund 011	-	667,000	667,000	903,798	236,798	36%	236,798	36%
Transfer to Fund 012	2,015,000	122,935	-	522,315	399,380	325%	522,315	NA
Transfer To Fund 016	56,600	56,600	56,600	589,800	533,200	942%	533,200	942%
Transfer to Fund 125	185,858	12,000	12,000	-	(12,000)	-100%	(12,000)	-100%
Transfer to Fund 231	2,634	216,650	216,650	214,163	(2,487)	-1%	(2,487)	-1%
Transfer To Fund 130	-	-	-	40,186	40,186	NA	40,186	NA
Transfer To Fund 111	-	100,000	100,000	400,000	300,000	300%	300,000	300%
Transfer To Fund 112	-	50,000	-	450,000	400,000	800%	450,000	NA
Transfer To Fund 511	105,100	-	-	-	N/A	N/A	N/A	N/A
Transfer To Fund 117	15,000	-	-	20,000	20,000	NA	20,000	NA
Transfer to Fund 127	11,204	-	-	-	N/A	N/A	N/A	N/A
ECA Contingency Reserve	250,000	190,000	190,000	180,000	(10,000)	-5%	(10,000)	-5%
	14,008,532	12,166,404	11,844,786	15,178,143	3,011,739	24.8%	3,333,357	28%

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

Function

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

Budget Narrative

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

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Beginning Balance	**320,656**	**388,509**	**388,509**	**259,972**	**(128,537)**	**-33%**	**(128,537)**	**-33%**
Revenue								
Investment Interest	341	350	300	300	(50)	-14%	-	0%
Interfund Transfer In	600,000	350,000	350,000	594,646	244,646	70%	244,646	70%
Total Revenue	600,341	350,350	350,300	594,946	244,596	70%	244,646	70%
Expenditure								
Medical Benefits	350,447	435,000	297,880	312,774	(122,226)	-28%	14,894	5%
Long Term Care Benefit	174,607	176,400	174,607	183,337	6,937	4%	8,730	5%
Professional Services	7,186	8,000	6,100	7,000	(1,000)	-13%	900	15%
Travel	250	-	-	-	N/A	N/A	N/A	N/A
Miscellaneous	-	-	250	250	250	NA	-	0%
Total Expenditure	532,489	619,400	478,837	503,361	(116,039)	-19%	24,524	5%
Ending Balance	**388,509**	**119,459**	**259,972**	**351,557**	**232,098**	**194%**	**91,585**	**35%**

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

Function

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

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Beginning Balance	**-**	**114,000**	**114,000**	**120,060**	**6,060**	**5%**	**6,060**	**5%**
Revenue								
Investment Interest	-	1,200	60	60	(1,140)	-95%	-	0%
Interfund Transfer	244,000	667,000	667,000	903,798	236,798	36%	236,798	36%
Total Revenue	244,000	668,200	667,060	903,858	235,658	35%	236,798	35%
Expenditures								
Miscellaneous	130,000	661,000	661,000	300,000	(361,000)	-55%	(361,000)	-55%
Total Expenditures	130,000	661,000	661,000	300,000	(361,000)	-55%	(361,000)	-55%
Ending Balance	**114,000**	**121,200**	**120,060**	**723,918**	**602,718**	**497%**	**603,858**	**503%**

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

Function

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

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Beginning Balance	**-**	**5,278,152**	**5,278,152**	**5,282,878**	**4,726**	**0%**	**4,726**	**0%**
Revenue								
Investment Interest	(3,814)	288	4,726	4,800	4,512	1567%	74	2%
Interfund Transfer	5,281,966	122,935	-	522,315	399,380	325%	522,315	NA
Total Revenue	5,278,152	123,223	4,726	527,115	403,892	328%	522,389	11054%
Expenditures								
Total Expenditures	-	-	-	-	N/A	N/A	N/A	N/A
Ending Balance	**5,278,152**	**5,401,375**	**5,282,878**	**5,809,993**	**408,618**	**8%**	**527,115**	**10%**

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

Function

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

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Beginning Balance	**77,577**	**71,500**	**71,500**	**65,080**	**(6,420)**	**-9%**	**(6,420)**	**-9%**
Revenue								
Employee Parking Permit	20,238	18,000	20,238	20,238	2,238	12%	-	0%
Investment Interest	107	120	70	70	(50)	-42%	-	0%
Total Revenue	20,345	18,120	20,308	20,308	2,188	12%	-	0%
Expenditures								
Supplies	1,336	1,640	1,642	1,700	60	4%	58	4%
Clerk's Processing Service	-	-	25,086	25,086	25,086	NA	-	0%
Interfund Transfer	25,086	25,086	-	-	(25,086)	-100%	N/A	N/A
Total Expenditures	26,422	26,726	26,728	26,786	60	0%	58	0%
Ending Balance	**71,500**	**62,894**	**65,080**	**58,602**	**(4,292)**	**-7%**	**(6,478)**	**-10%**

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

Function

This fund collects special assessments levied against benefited properties for payment of principal and interest for special assessment bond issues.

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Beginning Balance	**104,869**	**-**	**-**	**-**	**N/A**	**N/A**	**N/A**	**N/A**
Revenue								
Penalties	536	130	600	600	470	362%	-	0%
Interest	5,791	5,000	5,465	5,000	-	0%	(465)	-9%
Principal	20,484	17,000	23,522	23,000	6,000	35%	(522)	-2%
Total Revenues	26,811	22,130	29,587	28,600	6,470	29%	(987)	-3%
Expenditure								
Interfund Transfer	131,680	22,130	29,587	28,600	6,470	29%	(987)	-3%
Total Expenditures	131,680	22,130	29,587	28,600	6,470	29%	(987)	-3%
Ending Balance	**-**	**-**	**-**	**-**	**N/A**	**N/A**	**N/A**	**N/A**

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

Function

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

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Beginning Balance	**137,896**	**25,733**	**25,733**	**55,346**	**29,613**	**115%**	**29,613**	**115%**
Revenue								
Investment Interest	157	100	26	26	(74)	-74%	-	0%
Interfund Transfer	131,680	22,130	29,587	28,600	6,470	29%	(987)	-3%
Total Revenues	131,837	22,230	29,613	28,626	6,396	29%	(987)	-3%
Expenditure								
Total Expenditures	-	-	-	-	N/A	N/A	N/A	N/A
Ending Balance	**269,733**	**47,963**	**55,346**	**83,972**	**36,009**	**75%**	**28,626**	**52%**

Fund:	LTGO Debt Service		Fund #:	231
Department:	Finance & Info Services		Department #:	31
Cost Center	Total Fund		Cost Center #:	N/A

Function

Fund 231 – Long Term General Obligations (LTGO) Debt Service Fund

Debt Service Funds are used to account for the accumulation of resources for and payment of general long-term debt principal, interest, and related costs. The City maintains two debt service funds: the Long Term General Obligations (LTGO) Debt Service Fund and the Utility Debt Service Fund.

As its name indicates, the LTGO Debt Service Fund provides debt service accounting for bond issues that are backed as general government obligations.

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Beginning Balance	**-**	**496**	**496**	**496**	**0**	**0%**	**-**	**0%**
Revenue								
Other Misc Revenues	-	-	325,693	341,193	341,193	NA	15,500	5%
LT Debt Proceeds	9,347,579	325,693	-	-	(325,693)	-100%	N/A	N/A
Transfers In	15,893	684,209	684,210	681,496	(2,713)	0%	(2,714)	0%
Total Revenues	9,363,472	1,009,902	1,009,903	1,022,689	12,787	1%	12,786	1%
Expenditure								
Bond Principal	-	825,372	825,373	854,667	29,295	4%	29,294	4%
Bond Interest	15,890	184,530	184,530	168,023	(16,507)	-9%	(16,507)	-9%
Issuance Discount	119,091	-	-	-	N/A	N/A	N/A	N/A
Pymt to Escrow	9,227,996	-	-	-	N/A	N/A	N/A	N/A
Total Expenditures	9,362,977	1,009,902	1,009,903	1,022,690	12,788	1%	12,787	1%
Ending Balance	**496**	**496**	**496**	**495**	**(1)**	**0%**	**(1)**	**0%**

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

Function

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

Budget Narrative

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

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Beginning Balance	**213,210**	**216,719**	**216,719**	**176,826**	**(39,893)**	**-18%**	**(39,893)**	**-18%**
Revenue								
Fire Ins Premium Tax	44,665	45,000	49,492	45,000	-	0%	(4,492)	-9%
Investment Interest	301	400	200	200	(200)	-50%	-	0%
Interfund Transfer In	48,023	-	-	129,179	129,179	NA	129,179	NA
Total Revenues	92,989	45,400	49,692	174,379	128,979	284%	124,687	251%
Expenditure								
Pension Payments	38,796	43,790	38,796	38,796	(4,994)	-11%	-	0%
Health Benefits	49,619	63,000	49,619	49,619	(13,381)	-21%	-	0%
Professional Services	1,065	2,000	1,170	1,200	(800)	-40%	30	3%
Total Expenditures	89,480	108,790	89,585	89,615	(19,175)	-18%	30	0%
Ending Balance	**216,719**	**153,329**	**176,826**	**261,590**	**108,261**	**71%**	**84,764**	**48%**

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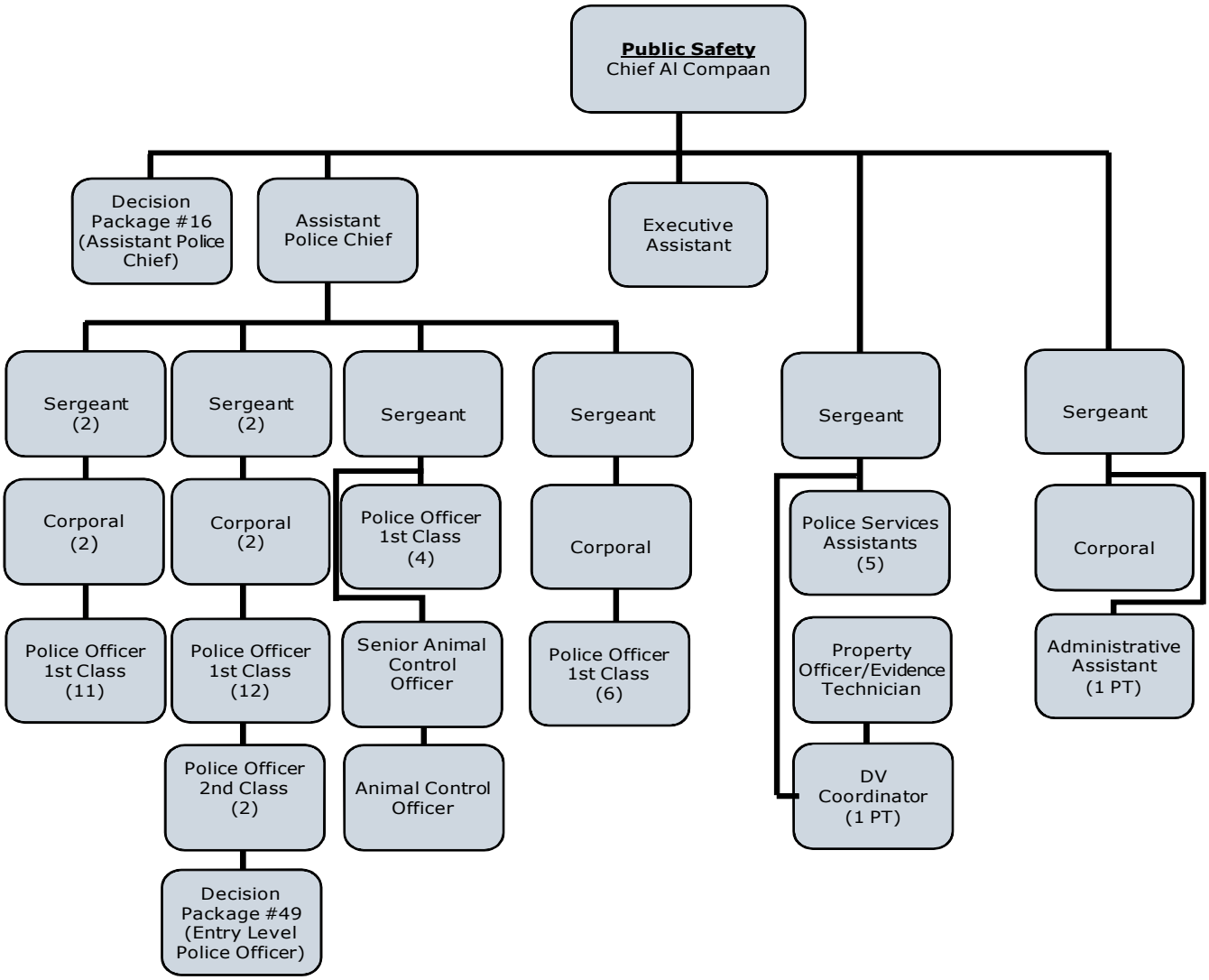
Fund:	General		Fund #:	001
Department:	Police		Department #:	41
Cost Center	Total Department		Cost Center #:	N/A



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

Mission Statement – *Service in partnership with the community---A commitment to excellence*.

Through improved management techniques, mutual respect, developing staff's full potential, and in cooperation with the citizens of Edmonds, Police Services is becoming more attuned to and responsive to community needs. The Department will be innovative, using emerging technology to maximum potential. We recognize that growth is dependent on public confidence and support, which we strive to accomplish through professionalism.

Purpose

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

Program	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Administration	818,898	717,170	746,233	820,437	103,267	14%	74,204	10%
Records Management	533,589	561,678	538,793	571,586	9,908	2%	32,793	6%
Investigation	943,549	987,320	1,035,615	1,102,272	114,952	12%	66,657	6%
Patrol	4,521,691	4,694,181	4,615,945	4,736,470	42,289	1%	120,525	3%
Special Operations	10,808	22,746	20,896	20,802	(1,944)	-9%	(94)	0%
K-9 Unit	296,585	311,552	298,065	309,949	(1,603)	-1%	11,884	4%
Training	223,947	231,413	228,081	234,261	2,848	1%	6,180	3%
Ordinance Enforcement	214,351	229,016	228,697	249,456	20,440	9%	20,759	9%
Traffic	514,224	583,663	575,951	602,712	19,049	3%	26,761	5%
Property Management	87,494	95,611	93,303	91,759	(3,852)	-4%	(1,544)	-2%
Dispatch	-	48,000	48,000	84,000	36,000	75%	36,000	75%
	8,165,136	8,482,350	8,429,579	8,823,704	341,354	4%	394,125	5%

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

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Salaries	5,167,515	5,206,408	5,095,913	5,263,948	57,540	1%	168,035	3%
Overtime	363,768	400,000	401,091	402,456	2,456	1%	1,365	0%
Holiday Buyback	185,942	193,388	187,465	201,026	7,638	4%	13,561	7%
Benefits	1,797,963	1,733,520	1,791,204	1,962,070	228,550	13%	170,866	10%
Uniforms	46,484	52,410	44,150	56,910	4,500	9%	12,760	29%
Supplies	69,700	89,100	83,500	87,500	(1,600)	-2%	4,000	5%
Small Equipment	7,656	14,300	14,368	15,900	1,600	11%	1,532	11%
Professional Services	89,191	95,200	135,911	114,287	19,087	20%	(21,624)	-16%
Communications	27,475	33,592	24,750	25,592	(8,000)	-24%	842	3%
Travel	11,844	16,300	12,175	14,300	(2,000)	-12%	2,125	17%
Advertising	88	375	75	375	-	0%	300	400%
Rental/Lease	15,882	18,000	17,000	18,000	-	0%	1,000	6%
Repair/Maintenance	15,953	16,115	10,040	16,115	-	0%	6,075	61%
Miscellaneous	34,110	35,300	33,505	44,300	9,000	25%	10,795	32%
Intergovt Services	9,969	9,998	10,088	10,237	239	2%	149	1%
Interfund Fuel - Boat	55	-	-	-	N/A	N/A	N/A	N/A
Interfund Rental	320,760	568,344	568,344	590,688	22,344	4%	22,344	4%
Interfund Repair - Boat	780	-	-	-	N/A	N/A	N/A	N/A
	8,165,136	8,482,350	8,429,579	8,823,704	341,354	4%	394,125	5%

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 Chiefs, a Professional Standards Sergeant, an Executive Assistant, a part time Domestic Violence Coordinator, and a part time Admin. Assistant.
- Uniforms - $700 uniform allowance for each commissioned (x4) employee and miscellaneous uniform costs.
- Supplies – Paper, printing letterhead and business cards, citizen and employee awards, and office supplies for department.
- Professional Services – Medical and psychological fit-for-duty exams; pre-hire polygraphs, credit checks and medical/psychological exams; accreditation fees; chaplain fees; Xpediter contract ; shredding service; transcription for internal affairs investigations.
- Communications -Shipping for evidence, documents and equipment.
- Travel – Attendance at Snohomish County Sheriff and Police Chief Association meetings.
- Advertising – Unclaimed property/surplus property sales.
- Rental/Lease – copier leases and per copy charges.
- Interfund Rental – covers rental and maintenance/fuel for vehicles for the Chief, Assistant Chief, and a shared staff vehicle.
- Miscellaneous – Credit card merchant fees, and WASPC and FBINAA memberships.
- Intergovernmental Services – Snohomish Regional Drug and Gang Task Force participation.

Major 2014 Budget Changes

- DV Coordinator budgeted hours reduced from 19 hours per week to 12 hours per week to reflect actual hours worked by incumbent.
- Increase in Snohomish Regional Drug and Gang Task Force contract approved by City Council in May 2013.
- Decision package #16 added $94,927 to 2014 costs for addition of Assistant Police Chief.

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

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Salaries	594,646	498,859	488,073	565,702	66,843	13%	77,629	16%
Overtime	2,067	3,282	3,282	3,282	-	0%	-	0%
Holiday Buyback	6,770	4,181	4,329	4,329	148	4%	-	0%
Benefits	147,765	129,324	131,417	161,845	32,521	25%	30,428	23%
Uniforms	3,580	2,600	2,300	5,100	2,500	96%	2,800	122%
Supplies	10,428	13,000	12,000	13,000	-	0%	1,000	8%
Small Equipment	235	-	-	-	N/A	N/A	N/A	N/A
Professional Services	14,984	16,500	57,243	17,000	500	3%	(40,243)	-70%
Communications	705	2,000	750	1,000	(1,000)	-50%	250	33%
Travel	40	175	100	175	-	0%	75	75%
Advertising	88	125	75	125	-	0%	50	67%
Rental/Lease	15,882	18,000	17,000	18,000	-	0%	1,000	6%
Miscellaneous	1,228	1,150	1,600	5,150	4,000	348%	3,550	222%
Intergovt Services	9,969	9,998	10,088	10,237	239	2%	149	1%
Interfund Rental	10,512	17,976	17,976	15,492	(2,484)	-14%	(2,484)	-14%
	818,898	717,170	746,233	820,437	103,267	14%	74,204	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 five Police Services Assistants.
- Uniforms - $360 for each non-commissioned (x5) employee plus $700 uniform allowance for a commissioned employee.
- Supplies - all department forms and citations.
- Small Equipment – Technology upgrades in preparation for New World implementation in 2014, including tablet computer, bar code scanner, and evidence label printers. Records storage upgrade.
- Professional Services - document imaging support maintenance and microfiche maintenance.
- Repairs/Maintenance - repairs of office equipment and property room security systems.
- Miscellaneous – WA Association of Public Records Officer (WAPRO) dues for Sergeant and two clerks.

Major 2014 Budget Changes

None

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Salaries	369,113	380,095	373,360	379,725	(370)	0%	6,365	2%
Overtime	6,711	8,545	7,192	8,545	-	0%	1,353	19%
Holiday Buyback	11,256	10,833	14,063	16,028	5,195	48%	1,965	14%
Benefits	138,385	145,305	132,078	150,388	5,083	3%	18,310	14%
Uniforms	2,273	2,500	1,200	2,500	-	0%	1,300	108%
Supplies	1,959	4,700	4,700	4,700	-	0%	-	0%
Small Equipment	2,244	5,000	5,000	5,000	-	0%	-	0%
Professional Services	1,091	2,700	1,000	2,700	-	0%	1,700	170%
Repair/Maintenance	-	1,500	-	1,500	-	0%	1,500	NA
Miscellaneous	559	500	200	500	-	0%	300	150%
	533,589	561,678	538,793	571,586	9,908	2%	32,793	6%

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

Function

Investigation of crimes reported within the city.

Budget Narrative

- Salary and Benefits - one Detective Sergeant, one Detective Corporal, five Detectives, and one Narcotics Detective.
- Uniforms - $700 clothing allowance for each commissioned (x8) employee assigned to the investigations unit to repair or replace clothing per labor agreement.
- Supplies – audio/video interview supplies, general office and evidence processing supplies, identification manual yearly update.
- Small Equipment – Digital camera upgrade/replacement, evidence collection and processing equipment.
- Professional Services - criminal polygraph services, TLO and Spokeo subscriptions, translator services for the entire department, transcription services, Leads Online, child interview specialist services provided by Dawson Place, and evidentiary/DNA processing.
- Travel - ferry fares for investigations and transports, meals and parking fees for local business meetings.
- Interfund Rental covers rental charge for investigation vehicles.
- Miscellaneous – membership dues (FBI-LEEDA and WA Violent Crime Investigators Association); detective buy fund to purchase non-narcotics related information and other fees to further an investigation.

Major 2014 Budget Changes

- FTE moved from Patrol to Detectives for 18 months due to increase in property crimes workload.

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

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Salaries	616,445	644,143	684,510	717,225	73,082	11%	32,715	5%
Overtime	27,075	39,644	39,000	39,644	-	0%	644	2%
Reimburseable OT	3,403	-	3,480	-	N/A	N/A	(3,480)	-100%
Holiday Buyback	24,009	25,751	29,046	30,343	4,592	18%	1,297	4%
Benefits	229,844	228,181	231,908	264,459	36,278	16%	32,551	14%
Reimburseable Ben.	434	-	520	-	N/A	N/A	(520)	-100%
Uniforms	5,139	4,900	6,200	5,600	700	14%	(600)	-10%
Supplies	2,870	4,300	2,700	2,700	(1,600)	-37%	-	0%
Small Equipment	1,839	-	1,600	1,600	1,600	NA	-	0%
Professional Services	20,099	21,500	18,000	21,500	-	0%	3,500	19%
Travel	41	125	75	125	-	0%	50	67%
Repair/Maintenance	223	-	-	-	N/A	N/A	N/A	N/A
Miscellaneous	344	500	300	500	-	0%	200	67%
Interfund Rental	11,784	18,276	18,276	18,576	300	2%	300	2%
	943,549	987,320	1,035,615	1,102,272	114,952	12%	66,657	6%

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

Function

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

Budget Narrative

- Salary and Benefits – Includes five Sergeants, four Corporals, and 23 Patrol Officers. Reimbursable overtime and benefits are matched by revenue from third parties such as Edmonds School District (football games, graduations, dances), Edmonds Rotary Club (Waterfront Festival), and the Edmonds Chamber of Commerce (4th of July, Taste of Edmonds).

- Uniforms – Repair and replacement of uniforms lost or damaged on the job or no longer serviceable per the Collective Bargaining Agreement between the Edmonds Police Officers Association and the City; dry cleaning for entire department.

- Supplies – Department batteries, flashlight switches and bulbs, safety flares, traffic cones, duty belts/pouches/holsters, handcuffs, personal protection gloves, safety glasses, hand sanitizer, digital memory cards/flash drives, emergency blankets, personal protection face masks, etc.

- Professional Services – Five dive team medical exams, vehicle decontamination and contract towing fees.

- Communications – Fees associated with cellular phones, iPads and Blackberry devices for the entire department.

- Interfund Rental – Charges associated with the rental and maintenance/fuel for patrol vehicles.

- Repair and Maintenance – Service and parts for repair of police radars, LIDAR devices, total station, radios, dive equipment, fire extinguishers and police bicycles; car washes for department vehicles.

- Miscellaneous – Dues for Western Hostage Negotiators Association (WSHNA), Boy Scouts of America, National Association of Field Training Officers (NAFTO).

Major 2014 Budget Changes

- FTE moved from Patrol to Detectives for 18 months due to increase in property crimes workload.

- Funds were moved from Communications to Professional Services to cover the increase in the number of vehicle tows as a result of changes in state and federal case law. Rather than searching incident to arrest, officers must have vehicles towed to a secure location while a search warrant is obtained.

- Decision package #49 added $65,380 to 2014 costs for a entry level Police Officer position.

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

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Salaries	2,807,057	2,859,110	2,741,228	2,770,712	(88,398)	-3%	29,484	1%
Overtime	225,396	237,867	237,000	237,867	-	0%	867	0%
Reimburseable OT	35,529	24,000	35,670	33,321	9,321	39%	(2,349)	-7%
Holiday Buyback	110,599	119,142	105,885	115,664	(3,478)	-3%	9,779	9%
Benefits	1,013,337	953,153	1,005,663	1,087,458	134,305	14%	81,795	8%
Reimburseable Ben.	4,048	1,976	5,330	4,979	3,003	152%	(351)	-7%
Uniforms	30,953	35,750	30,000	37,050	1,300	4%	7,050	24%
Supplies	12,271	12,000	10,000	12,000	-	0%	2,000	20%
Small Equipment	240	-	768	-	N/A	N/A	(768)	-100%
Professional Services	9,398	7,000	12,000	14,000	7,000	100%	2,000	17%
Communications	26,770	31,592	24,000	24,592	(7,000)	-22%	592	2%
Repair/Maintenance	7,381	13,190	9,000	13,190	-	0%	4,190	47%
Miscellaneous	98	125	125	3,125	3,000	2400%	3,000	2400%
Interfund Fuel - Boat	55	-	-	-	N/A	N/A	N/A	N/A
Interfund Rental	237,780	399,276	399,276	382,512	(16,764)	-4%	(16,764)	-4%
Interfund Repair	780	-	-	-	N/A	N/A	N/A	N/A
	4,521,691	4,694,181	4,615,945	4,736,470	42,289	1%	120,525	3%

Fund:	General		Fund #:	001
Department:	Police		Department #:	41
Cost Center	Special Operations		Cost Center #:	521.23

Function

Edmonds is a member of the eight-city North Sound Metro Special Weapons and Tactics (SWAT)/Crisis Negotiating Team (CNT). This integrated team is trained and equipped to respond to critical emergencies. This budget consists of Edmonds' financial contribution to the combined team, as well as the costs of equipping Edmonds officers who are SWAT team members.

Budget Narrative

Details of maintenance and operations expenditures are as follows:

- Supplies – Edmonds' financial contribution to North Sound Metro SWAT Team per the interlocal agreement; ammunition for handguns, rifles, shotguns, 40mm impact weapons, distraction devices and chemical agents.
- Interfund Rental – Charge associated with maintenance/fuel for the SWAT bus.
- Repair/Maintenance – Maintenance of all SWAT related equipment utilized by the team members.
- Miscellaneous – Annual advanced refresher training following best practice recommendations as well as membership dues in the Washington State Tactical Officers Association (WSTOA).

Major 2014 Budget Changes

None

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Supplies	-	11,175	11,000	11,175	-	0%	175	2%
Repair/Maintenance	-	425	-	425	-	0%	425	NA
Miscellaneous	4,748	4,750	3,500	4,750	-	0%	1,250	36%
Interfund Rental	6,060	6,396	6,396	4,452	(1,944)	-30%	(1,944)	-30%
	10,808	22,746	20,896	20,802	(1,944)	-9%	(94)	0%

Fund:	General		Fund #:	001
Department:	Police		Department #:	41
Cost Center	K-9 Unit		Cost Center #:	521.26

Function

The K-9 team assists with the apprehension of criminals, locating evidence and searching buildings for hidden suspects.

Budget Narrative

- Salary and Benefits – Includes two K-9 Officers.
- Uniforms – Repair and replacement of uniforms lost or damaged on the job or no longer serviceable per the Collective Bargaining Agreement between the Edmonds Police Officers Association and the City.
- Supplies – Dog food and miscellaneous equipment including leads, muzzles, bite sleeves, medications.
- Professional Services – Kennel boarding and veterinarian services.
- Interfund Rental – Charges associated with the rental and maintenance/fuel for the assigned K-9 officer vehicles.
- Miscellaneous – Membership dues for the Washington State Police Canine Association (WSPCA).

Major 2014 Budget Changes

None

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Salaries	177,647	188,601	172,811	193,555	4,954	3%	20,744	12%
Overtime	28,608	32,000	32,012	32,000	-	0%	(12)	0%
Holiday Buyback	7,696	7,583	7,449	7,920	337	4%	471	6%
Benefits	69,241	76,592	79,612	70,874	(5,718)	-7%	(8,738)	-11%
Uniforms	1,454	1,600	1,200	1,600	-	0%	400	33%
Supplies	2,681	2,100	1,900	2,100	-	0%	200	11%
Professional Services	985	1,800	1,800	1,800	-	0%	-	0%
Miscellaneous	90	100	105	100	-	0%	(5)	-5%
Interfund Rental	8,184	1,176	1,176	-	(1,176)	-100%	(1,176)	-100%
	296,585	311,552	298,065	309,949	(1,603)	-1%	11,884	4%

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

Function

Provide training for all Police Department employees; maintains training records for entire department; coordinates hiring logistics and field training for new employees.

Budget Narrative

- Salary and Benefits – Includes one Training Corporal.
- Uniforms – Yearly $700 clothing allowance per the Collective Bargaining Agreement between the Edmonds Police Officers Association and the City, and ancillary uniform expenses.
- Supplies – Pistol, rifle, and shotgun ammunition used for training and required qualifications; range supplies and targets; TASER cartridges for training and duty use; SAGE projectiles and training munitions supplies; defensive tactics supplies; and first aid supplies.
- Small Equipment – Training aids, range equipment, training room/City EOC equipment and materials, and replacement TASERS.
- Professional Services – Range rental fees, health club membership fees per the Collective Bargaining Agreement between the Edmonds Police Officers Association and the City, Lexipol policy manual updates, State-mandated hearing and respiratory testing.
- Travel – Expenses associated with training and new hire background investigations.
- Advertising – Recruiting advertising in professional publications as well as area job fairs.
- Interfund Rental – Charges associated with staff cars available to all employees.
- Repair/Maintenance – Repair and maintenance of all department weapons and the PRISM shooting simulator.
- Miscellaneous – Payments to the Washington Criminal Justice Training Commission and private training vendors for training classes and programs attended by employees; Regional Training agreement; cost of sending new recruits to Basic Law Enforcement Academy.

Major 2014 Budget Changes

None

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

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Salaries	93,889	95,635	95,655	95,655	20	0%	-	0%
Overtime	5,671	6,500	7,424	6,500	-	0%	(924)	-12%
Holiday Buyback	3,968	3,909	4,047	4,047	138	4%	-	0%
Benefits	22,209	21,677	23,713	24,199	2,522	12%	486	2%
Uniforms	851	750	750	750	-	0%	-	0%
Supplies	33,244	36,000	36,000	36,000	-	0%	-	0%
Small Equipment	1,115	5,200	3,000	5,200	-	0%	2,200	73%
Professional Services	15,885	16,500	16,500	17,052	552	3%	552	3%
Travel	11,763	16,000	12,000	14,000	(2,000)	-13%	2,000	17%
Advertising	-	250	-	250	-	0%	250	NA
Repair/Maintenance	8,349	1,000	1,000	1,000	-	0%	-	0%
Miscellaneous	25,623	26,000	26,000	28,000	2,000	8%	2,000	8%
Interfund Rental	1,380	1,992	1,992	1,608	(384)	-19%	(384)	-19%
	223,947	231,413	228,081	234,261	2,848	1%	6,180	3%

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

Function

Handles abandoned vehicles and parking enforcement, including monitoring of city's parking lots. Handles stray, injured and deceased animals, both wild and domestic.

Budget Narrative

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

Major 2014 Budget Changes

Decision package #15 added $10,660 to 2014 costs for animal licensing vendor contract.

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Salaries	119,388	125,826	125,826	126,905	1,079	1%	1,079	1%
Overtime	2,807	3,003	4,264	3,003	-	0%	(1,261)	-30%
Holiday Buyback	5,144	5,264	5,369	5,394	130	2%	25	0%
Benefits	49,818	52,776	52,291	58,200	5,424	10%	5,909	11%
Uniforms	74	1,000	500	1,000	-	0%	500	100%
Supplies	1,427	2,000	1,800	2,000	-	0%	200	11%
Professional Services	26,141	28,000	28,000	39,035	11,035	39%	11,035	39%
Miscellaneous	70	75	75	75	-	0%	-	0%
Spay and Neuter	1,334	2,000	1,500	2,000	-	0%	500	33%
Interfund Rental	8,148	9,072	9,072	11,844	2,772	31%	2,772	31%
	214,351	229,016	228,697	249,456	20,440	9%	20,759	9%

Fund:	General		Fund #:	001
Department:	Police		Department #:	41
Cost Center	Traffic		Cost Center #:	521.71

Function

Enforces traffic laws, issues citations, and conducts investigations of all major collisions.

Budget Narrative

- Salary and Benefits – Includes four Traffic Officers. Reimbursable overtime and benefits are matched by revenue from the Washington State Traffic Safety Commission for DUI, seatbelt and speeding emphasis patrols.

- Uniforms – Repair and replacement of uniforms lost or damaged on the job or no longer serviceable per the Collective Bargaining Agreement between the Edmonds Police Officers Association and the City.

- Supplies – Printer ink and miscellaneous supplies.

- Small Equipment – Replacement/upgrade/service agreement of traffic collision investigation equipment/software and replacement of radars.

- Interfund Rental – Charges associated with the rental and maintenance/fuel for the police motorcycles and traffic car.

Major 2014 Budget Changes

None

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Salaries	331,736	355,903	356,214	356,233	330	0%	19	0%
Overtime	20,424	28,500	22,593	28,500	-	0%	5,907	26%
Reimburseable OT	5,967	16,000	9,174	9,135	(6,865)	-43%	(39)	0%
Holiday Buyback	14,362	14,309	14,814	14,814	505	4%	-	0%
Benefits	104,201	105,301	109,505	118,260	12,959	12%	8,755	8%
Reimburseable Ben.	557	345	1,371	1,365	1,020	296%	(6)	0%
Uniforms	1,889	3,000	2,000	3,000	-	0%	1,000	50%
Supplies	94	125	-	125	-	0%	125	NA
Small Equipment	521	3,000	3,000	3,000	-	0%	-	0%
Miscellaneous	9	-	100	-	N/A	N/A	(100)	-100%
Interfund Rental	34,464	57,180	57,180	68,280	11,100	19%	11,100	19%
	514,224	583,663	575,951	602,712	19,049	3%	26,761	5%

Fund:	General		Fund #:	001
Department:	Police		Department #:	41
Cost Center	Property Management		Cost Center #:	521.80

Function

Collects, maintains and controls all evidence in investigations, houses found property, tests narcotics, and processes fingerprint evidence.

Budget Narrative

- Salary and Benefits - includes one Property Officer.
- 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 – for two digital scales.
- Professional Services – hazardous materials disposal, analytical and precision balance, and property room audit.
- Interfund rental - charges associated with the rental and maintenance/fuel for the property van.
- Miscellaneous - dues for Law Enforcement Identification and Records Association and miscellaneous evidence processing/handling costs.

Major 2014 Budget Changes

None

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Salaries	57,593	58,236	58,236	58,236	-	0%	-	0%
Overtime	110	659	-	659	-	0%	659	NA
Holiday Buyback	2,141	2,416	2,463	2,487	71	3%	24	1%
Benefits	18,125	18,890	17,796	20,043	1,153	6%	2,247	13%
Uniforms	272	310	-	310	-	0%	310	NA
Supplies	4,728	3,700	3,400	3,700	-	0%	300	9%
Small Equipment	1,463	1,100	1,000	1,100	-	0%	100	10%
Professional Services	607	1,200	1,368	1,200	-	0%	(168)	-12%
Repair/Maintenance	-	-	40	-	N/A	N/A	(40)	-100%
Miscellaneous	6	100	-	100	-	0%	100	NA
Interfund Rental	2,448	9,000	9,000	3,924	(5,076)	-56%	(5,076)	-56%
	87,494	95,611	93,303	91,759	(3,852)	-4%	(1,544)	-2%

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

Function

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

Budget Narrative

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

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

Major 2014 Budget Changes

Decision package #17 added $36,000 to 2014 costs for an increase to the radio replacement B-Fund.

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Interfund Rental	-	48,000	48,000	84,000	36,000	75%	36,000	75%
	-	48,000	48,000	84,000	36,000	75%	36,000	75%

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

Function

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

Purpose

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

Budget Narrative

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

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Beginning Balance	**124,661**	**118,537**	**118,537**	**73,286**	**(45,251)**	**-38%**	**(45,251)**	**-38%**
Revenue								
Investment Interest	145	175	63	75	(100)	-57%	12	19%
Misc Revenue	47,834	20,000	25,000	20,000	-	0%	(5,000)	-20%
Total Revenues	50,479	20,175	25,063	20,075	(100)	0%	(4,988)	-20%
Expenditure								
Supplies	-	-	-	-	N/A	N/A	N/A	N/A
Fuel Consumed	2,615	2,000	4,834	3,000	1,000	50%	(1,834)	-38%
Small Equipment	1,761	5,000	2,000	5,000	-	0%	3,000	150%
Communications	2,857	2,233	3,230	2,233	-	0%	(997)	-31%
Repair and Maint.	-	800	-	800	-	0%	800	NA
Miscellaneous	10,000	20,000	20,000	20,000	-	0%	-	0%
Intergovernment Serv.	39,370	50,000	40,250	50,000	-	0%	9,750	24%
Total Expenditures	56,602	80,033	70,314	81,033	1,000	1%	10,719	15%
Ending Balance	**118,538**	**58,679**	**73,286**	**12,328**	**(46,351)**	**-79%**	**(60,958)**	**-83%**

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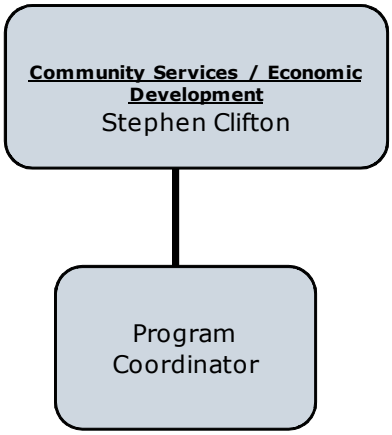
Fund:	General		Fund #:	001
Department:	Community Services & Economic Development		Department #:	61
Cost Center	Total Department		Cost Center #:	



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

Program	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Community Services	313,429	327,354	323,024	328,730	1,376	0%	5,706	2%
Economic Development	108,187	50,410	50,860	110,370	59,960	119%	59,510	117%
	421,617	377,764	373,884	439,100	61,336	16%	65,216	17%

Fund:	General		Fund #:	001
Department:	Community Services & Economic Development		Department #:	61
Cost Center	Community Services		Cost Center #:	519.70

Mission Statement

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

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

Budget Narrative

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

Major 2014 Budget Changes

None

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Salaries	211,411	213,304	213,306	216,292	2,988	1%	2,986	1%
Benefits	60,714	62,052	62,420	68,548	6,496	10%	6,128	10%
Supplies	836	1,000	1,000	1,000	-	0%	-	0%
Small Equipment	-	500	500	500	-	0%	-	0%
Professional Services	35,668	44,044	39,594	36,300	(7,744)	-18%	(3,294)	-8%
Communications	912	1,090	1,090	1,090	-	0%	-	0%
Travel	30	1,000	750	1,000	-	0%	250	33%
Advertising	-	500	500	500	-	0%	-	0%
Rental/Lease	2,580	2,000	2,000	2,000	-	0%	-	0%
Repair/Maintenance	-	500	500	500	-	0%	-	0%
Miscellaneous	655	1,000	1,000	1,000	-	0%	-	0%
Interfund Rental	624	364	364	-	(364)	-100%	(364)	-100%
	313,429	327,354	323,024	328,730	1,376	0%	5,706	2%

Fund:	General		Fund #:	001
Department:	Community Services & Economic Development		Department #:	61
Cost Center	Economic Development		Cost Center #:	558.70

Function

The Economic Development office works to strengthen the local economy by attracting new businesses, working with property owners on redevelopment options, assisting local merchants to grow their businesses, resolving complaints and concerns, and marketing Edmonds to businesses and visitors. The department coordinates with other departments, government agencies, and the Chamber of Commerce on special projects. It also works on policies that encourage economic development and make the city more business-friendly.

Budget Narrative

Funding is included for professional services needed for economic development-related projects and advertising and printing to promote the City, special events and tourism. Other costs include: supplies for general office use and for special events, travel to business meetings and conferences, minor computer, technology and communication equipment, and miscellaneous costs such as memberships, data purchases, publication printing, and professional training.

Major 2014 Budget Changes

Decision package #18 added $4,800 to 2014 costs for contracting for online communication via Facebook, Google and You Tube.

Decision package #19 added $55,000 to 2014 costs for half-time contracted person to provide information on City economic and arts for one year.

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Salaries	-	-	370	450	450	NA	80	22%
Benefits	13	-	80	120	120	NA	40	50%
Supplies	1,401	500	500	500	-	0%	-	0%
Small Equipment	-	300	300	300	-	0%	-	0%
Professional Services	80,761	21,210	21,210	65,600	44,390	209%	44,390	209%
Communications	353	400	400	400	-	0%	-	0%
Travel	-	1,000	1,000	1,000	-	0%	-	0%
Advertising	22,538	24,000	24,000	39,000	15,000	63%	15,000	63%
Miscellaneous	3,121	3,000	3,000	3,000	-	0%	-	0%
	108,187	50,410	50,860	110,370	59,960	119%	59,510	117%

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. RCWs restrict the use of the tax to fund facilities or events that will serve to attract visitors to the community. The City has established a Lodging Tax Advisory Committee (LTAC) to advise Council on effective use of the fund's assets.

In 2002 the LTAC established a policy of funding log maintenance for the City owned restored log cabin facility used as a Visitor Information Center. At present an expenditure of up to $4,500 is allocated every three years for this maintenance work. By Council direction in 1992, $4,000 is transferred annually to the 117 Municipal Arts Fund as a way to help support the Arts Commission free summer Concerts in the Park and these funds are used for advertising to promote cultural tourism in Edmonds. In 1985 City Council Resolution 630 designated that 25% of the total motel/hotel excise tax revenues be transferred to the Tourism Promotional/Arts 123 Fund. The fund is administered by Cultural Services staff with recommendations by the Edmonds Arts Commission to promote and advertise art events/program presented by the City, such as the nationally recognized 2 1/2 day Write on the Sound writers' conference, and through the EAC Tourism Promotion Award program to promote cultural activities by local nonprofits to attract visitors to Edmonds.

The 2014 budget includes funding for promotion and advertising of the City as a whole administered by the Economic Development Department. Advertising includes regional and national promotion, support for the Snohomish County Visitor Bureau, and for the Edmonds Chamber Visitor Center.

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Beginning Balance	**93,895**	**103,792**	**103,792**	**86,062**	**(17,730)**	**-17%**	**(17,730)**	**-17%**
Revenue								
Hotel / Motel Excise Tax	59,616	52,750	52,750	54,000	1,250	2%	1,250	2%
Investment Interest	130	120	120	140	20	17%	20	17%
Total Revenues	59,745	52,870	52,870	54,140	1,270	2%	1,270	2%
Expenditure								
Professional Services	12,804	14,500	22,500	16,000	1,500	10%	(6,500)	-29%
Advertising	26,599	37,500	33,500	33,500	(4,000)	-11%	-	0%
Miscellaneous	1,446	2,500	600	500	(2,000)	-80%	(100)	-17%
Interfund Transfer Out	9,000	14,000	14,000	4,000	(10,000)	-71%	(10,000)	-71%
Total Expenditures	49,848	68,500	70,600	54,000	(14,500)	-21%	(16,600)	-24%
Ending Balance	**103,792**	**88,162**	**86,062**	**86,202**	**(1,960)**	**-2%**	**140**	**0%**

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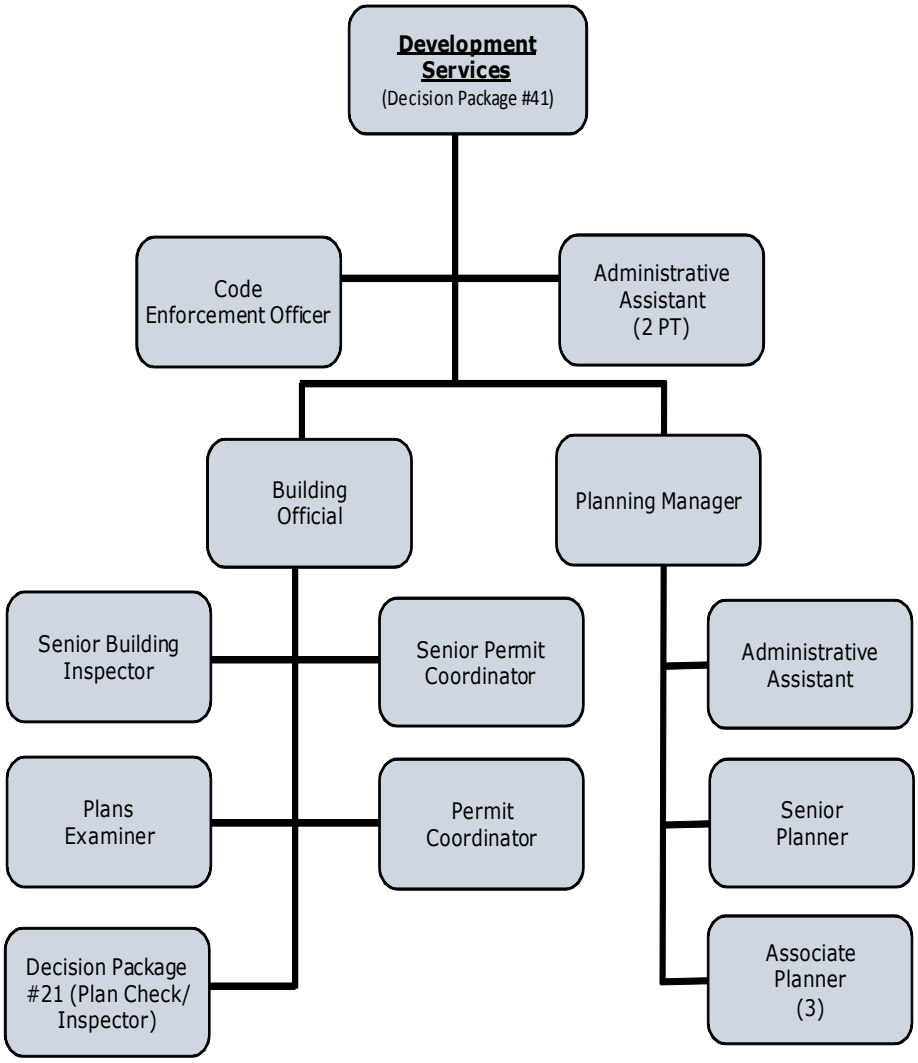
Fund:	General		Fund #:	001
Department:	Development Services		Department #:	62
Cost Center	Total Department		Cost Center #:	N/A



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

Mission Statement

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

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

Program	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Planning	721,574	748,031	690,964	830,807	82,776	11%	139,843	20%
Building Services	606,949	566,987	567,794	631,303	64,316	11%	63,509	11%
Administration	263,937	338,024	306,375	476,850	138,826	41%	170,475	56%
	1,592,460	1,653,042	1,565,133	1,938,960	285,918	17%	373,827	24%

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Salaries	1,064,774	1,032,549	997,094	1,255,706	223,157	22%	258,612	26%
Overtime	3,467	1,300	1,300	1,300	-	0%	-	0%
Benefits	370,982	358,465	348,186	459,602	101,137	28%	111,416	32%
Uniforms	-	-	-	100	100	NA	100	NA
Supplies	19,002	13,000	12,115	13,100	100	1%	985	8%
Minor Equipment	2,246	1,100	1,100	1,100	-	0%	-	0%
Professional Services	60,551	179,600	138,000	133,800	(45,800)	-26%	(4,200)	-3%
Communications	5,043	4,000	4,510	4,600	600	15%	90	2%
Travel	1,661	1,600	1,000	1,600	-	0%	600	60%
Advertising	5,318	3,000	4,000	4,000	1,000	33%	-	0%
Rental/Lease	21,661	20,500	20,500	20,500	-	0%	-	0%
Repairs/Maintenance	606	500	500	500	-	0%	-	0%
Miscellaneous	29,494	25,100	24,500	25,400	300	1%	900	4%
Interfund Rental	7,656	12,328	12,328	17,652	5,324	43%	5,324	43%
	1,592,460	1,653,042	1,565,133	1,938,960	285,918	17%	373,827	24%

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

Function

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

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

Budget Narrative

Salaries & Benefits	Planning Manager, one Senior Planner, three Associate Planners and an Administrative Assistant. Total 6 FTE.
Overtime	Minor overtime charges to cover peak period workloads.
Minor Equipment	Small tools and minor equipment.
Professional Services	Hearing Examiner, Minute Taker, and support studies.
Communications	Wireless devices and services.
Travel	Lodging, meals, mileage for meetings or training.
Advertising	Legal notices, meeting agendas, display ads and public mailings.
Miscellaneous	Dues/subscriptions/memberships, class registrations & tuition, printing, resource materials and publications, archiving.
Interfund Rental	Vehicle rental for #17 and 1/3 share of #12.

Major 2014 Budget Changes

Decision package #22 added $40,000 to 2014 costs for consultant costs for undertaking Critical Areas Ordinance (CAO), Best Available Science (BAS) and Growth Management Act (GMA) review.

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

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Salaries	478,038	489,736	456,160	505,283	15,547	3%	49,123	11%
Overtime	523	300	300	300	-	0%	-	0%
Benefits	169,413	182,531	168,845	205,148	22,617	12%	36,303	22%
Supplies	11	-	115	-	N/A	N/A	(115)	-100%
Minor Equipment	2,023	500	500	500	-	0%	-	0%
Professional Svc	45,685	55,600	45,000	95,600	40,000	72%	50,600	112%
Communications	828	1,000	1,480	1,500	500	50%	20	1%
Travel	1,057	1,000	700	1,000	-	0%	300	43%
Advertising	5,318	3,000	4,000	4,000	1,000	33%	-	0%
Interfund Rental	1,260	364	364	3,276	2,912	800%	2,912	800%
Miscellaneous	17,420	14,000	13,500	14,200	200	1%	700	5%
	721,574	748,031	690,964	830,807	82,776	11%	139,843	20%

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	The Building Division consists of six (6) full time equivalent (FTE's) positions including; the Building Official, Plan Check/Inspector, Senior Building Inspector, Plans Examiner, Senior Permit Coordinator and Permit Coordinator.
Overtime	Overtime for the processing and microfilming of permit records, special projects, and maintaining weekly administrative duties for the division, etc.
Uniforms	Boots, field gear, safety equipment, uniforms, raingear – as required by union contract.
Minor Equipment	Small tools and minor equipment.
Professional Services	Consultant reviews, engineering evaluations and studies, etc.
Communications	Phones and wireless devices and services.
Travel	Lodging, meals, mileage for meetings or training.
Advertising	Publication for legal notices.
Miscellaneous	Public forms and handouts, reference books, code books, technical software, training, memberships, dues, registrations, conferences, microfilming, etc.
Interfund Rental	Vehicle rental for units #29, #35 and #122.

Major 2014 Budget Changes

Decision package #21 added $86,170 to 2014 costs for new Plan Check/Inspector position.
Decision package #23 added $12,055 to 2014 costs for overlap in Permit Coordinator position for training purposes.

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

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Salaries	443,121	394,682	400,960	453,273	58,591	15%	52,313	13%
Benefits	142,490	116,341	122,140	150,354	34,013	29%	28,214	23%
Uniforms	-	-	-	100	100	NA	100	NA
Professional Svc	(1,343)	31,000	20,000	-	(31,000)	-100%	(20,000)	-100%
Communications	4,214	3,000	3,030	3,100	100	3%	70	2%
Travel	572	500	200	500	-	0%	300	150%
Interfund Rental	6,396	11,964	11,964	14,376	2,412	20%	2,412	20%
Miscellaneous	11,499	9,500	9,500	9,600	100	1%	100	1%
	606,949	566,987	567,794	631,303	64,316	11%	63,509	11%

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

Function

Department administration ensures that all City codes and ordinances within the divisions are updated and enforced, and needs related to government services are met. The Administrative Assistants within the Administration Division handle customer contacts by phone and counter visits and handle Department supply orders, payroll and invoicing. The Code Enforcement Officer reports to the Director and handles code compliance issues. Code compliance issues primarily include building, zoning, and nuisance complaints.

Budget Narrative

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

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

Major 2014 Budget Changes

Decision package #41 added $198,221 to 2014 costs for a Development Services Director position.

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

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Salaries	143,616	148,131	139,974	297,150	149,019	101%	157,176	112%
Overtime	2,944	1,000	1,000	1,000	-	0%	-	0%
Benefits	59,080	59,593	57,201	104,100	44,507	75%	46,899	82%
Supplies	18,991	13,000	12,000	13,100	100	1%	1,100	9%
Minor Equipment	223	600	600	600	-	0%	-	0%
Professional Services	16,208	93,000	73,000	38,200	(54,800)	-59%	(34,800)	-48%
Travel	33	100	100	100	-	0%	-	0%
Rental/Lease	21,661	20,500	20,500	20,500	-	0%	-	0%
Repairs/Maintenance	606	500	500	500	-	0%	-	0%
Miscellaneous	575	1,600	1,500	1,600	-	0%	100	7%
	263,937	338,024	306,375	476,850	138,826	41%	170,475	56%

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

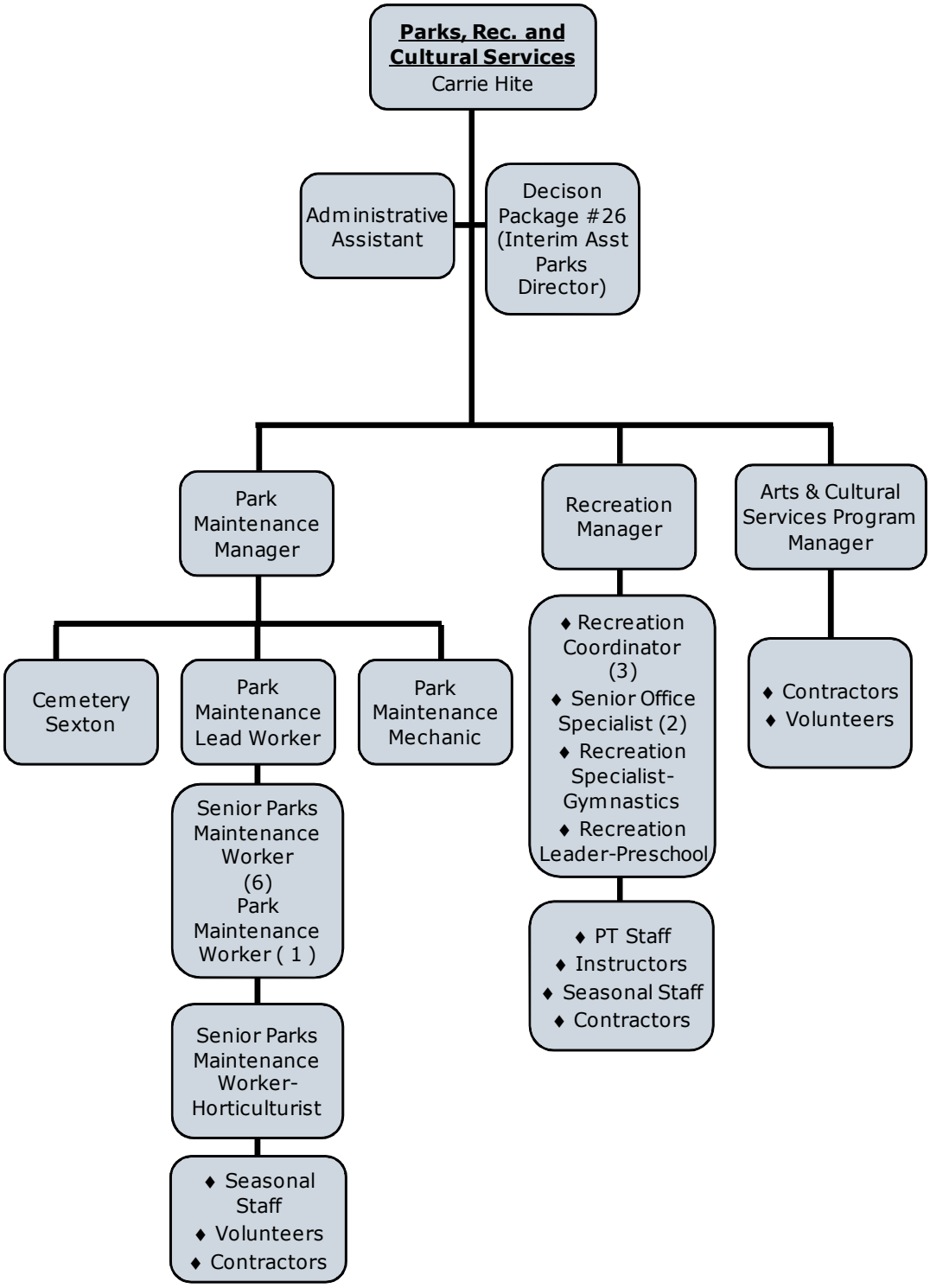
Function

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

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

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Beginning Balance	**-**	**1,063**	**1,063**	**1,063**	**-**	**0%**	**-**	**0%**
Revenue								
Historic Pres Fund	-	6,000	6,000	-	(6,000)	-100%	(6,000)	-100%
Sale of Merchandise	3,293	-	730	-	N/A	N/A	(730)	-100%
Contributions	5,490	9,000	-	1,000	(8,000)	-89%	1,000	NA
Total Revenue	8,783	15,000	6,730	1,000	(14,000)	-93%	(5,730)	-85%
Expenditure								
Supplies	-	2,000	-	100	(1,900)	-95%	100	NA
Professional Services	1,325	2,000	-	100	(1,900)	-95%	100	NA
Advertising	-	1,000	-	100	(900)	-90%	100	NA
Miscellaneous	6,394	10,000	6,730	700	(9,300)	-93%	(6,030)	-90%
Total Expenditure	7,719	15,000	6,730	1,000	(14,000)	-93%	(5,730)	-85%
Ending Balance	**1,064**	**1,063**	**1,063**	**1,063**	-	0%	-	0%

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



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

Mission Statement

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

Purpose

The Parks, Recreation and Cultural Services Department serves as the community's key resource for providing parks, recreation and aquatic programs, cultural arts, tourism, economic development and an enhanced quality of life for its citizens. Thousands of participants visit weekly to join the 1,000 plus programs offered each year. There are more than 62 sites, including 31 active parks that encompass nearly 325 acres, 20,000 square feet of flowerbeds and more than 1,000 feet of waterfront shoreline in the Edmonds Parks' system. The Department manages the Edmonds Memorial Cemetery and serves as liaison to the Edmonds Public Library, the Edmonds Senior Center, and the Arts Commission and provides ongoing partnerships with numerous community organizations including the Edmonds School District, Edmonds Boys and Girls Club, Edmonds Community College, Sno King Youth Club, among others.

Program	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Administration	417,820	473,795	454,027	408,211	(65,584)	-14%	(45,816)	-10%
Rec & Cultural Services	900,149	907,879	914,975	1,090,134	182,255	20%	175,159	19%
Discovery Programs	51,148	51,582	49,843	51,204	(378)	-1%	1,361	3%
Aquatics	130,527	123,908	106,189	124,037	129	0%	17,848	17%
Athletics	59,949	91,362	75,527	91,463	101	0%	15,936	21%
Day Camp	58,482	73,849	59,336	73,991	142	0%	14,655	25%
Fitness	54,132	72,539	54,650	70,425	(2,114)	-3%	15,775	29%
Gymnastics	117,815	132,290	132,902	144,058	11,768	9%	11,156	8%
Meadowdale Preschool	28,620	32,638	30,609	35,767	3,129	10%	5,158	17%
Parks Maintenance	1,416,092	1,461,984	1,456,633	1,631,615	169,631	12%	174,982	12%
Flower Program	37,912	20,691	20,323	50,211	29,520	143%	29,888	147%
	3,272,646	3,442,517	3,355,014	3,771,116	328,599	10%	416,102	12%

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

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Salaries	1,770,045	1,769,631	1,750,195	1,893,802	124,171	7%	143,607	8%
Overtime	10,705	5,000	6,712	5,000	-	0%	(1,712)	-26%
Benefits	583,620	584,326	556,868	664,166	79,840	14%	107,298	19%
Uniforms	2,807	5,340	4,165	5,340	-	0%	1,175	28%
Supplies	114,543	131,925	103,631	114,940	(16,985)	-13%	11,309	11%
Small Equipment	34,873	3,250	3,230	19,250	16,000	492%	16,020	496%
Professional Services	270,815	405,297	369,933	475,147	69,850	17%	105,214	28%
Communications	27,663	28,218	28,090	28,818	600	2%	728	3%
Travel	1,208	5,942	1,812	4,545	(1,397)	-24%	2,733	151%
Advertising	2,928	4,300	2,750	4,300	-	0%	1,550	56%
Rental/Lease	66,017	50,470	61,071	60,951	10,481	21%	(120)	0%
Public Utility	141,532	150,000	150,000	175,000	25,000	17%	25,000	17%
Repair/Maintenance	33,670	51,845	45,818	52,524	679	1%	6,706	15%
Miscellaneous	75,089	77,596	111,362	87,570	9,974	13%	(23,792)	-21%
Intergovernment Svc.	56,907	70,695	60,695	70,695	-	0%	10,000	16%
Equipment	13,097	-	-	-	N/A	N/A	N/A	N/A
Interfund Rental	67,128	98,682	98,682	109,068	10,386	11%	10,386	11%
	3,272,646	3,442,517	3,355,014	3,771,116	328,599	10%	416,102	12%

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

Function

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

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

Budget Narrative

Salaries and benefits are for the Director and an Administrative Assistant.

Professional Services include funds for completion of the Parks, Recreation, and Open Space Plan, and the Community Cultural Plan.

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

Major 2014 Budget Changes

This cost center previously included 1.5FTE office staff and funds for hourly monitors. These costs are now in the Recreation cost center, as these functions are more relevant to the Recreation Division.
Decision package #32 added $62,500 to 2014 costs for PROS Plan update.
Decision package #27 added $1,850 to 2014 costs for training and travel.

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Salaries	305,522	296,809	289,393	193,516	(103,293)	-35%	(95,877)	-33%
Benefits	91,857	94,016	81,734	52,745	(41,271)	-44%	(28,989)	-35%
Supplies	5,348	6,300	6,300	6,300	-	0%	-	0%
Small Equipment	712	750	750	750	-	0%	-	0%
Professional Services	3,022	63,500	63,500	141,000	77,500	122%	77,500	122%
Communications	681	600	900	600	-	0%	(300)	-33%
Travel	69	200	200	800	600	300%	600	300%
Advertising	248	250	250	250	-	0%	-	0%
Rental/Lease	8,257	9,500	9,500	9,500	-	0%	-	0%
Repair/Maintenance	-	370	-	-	(370)	-100%	N/A	N/A
Miscellaneous	2,104	1,500	1,500	2,750	1,250	83%	1,250	83%
	417,820	473,795	454,027	408,211	(65,584)	-14%	(45,816)	-10%

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

Function

The General Recreation & Cultural Services Program is designed to create and implement recreational and environmental education programs along with arts, tourism, and cultural opportunities for the citizens of Edmonds. Staff supervises community recreation, arts, athletics, aquatics, fitness, outdoor recreation, and ranger/naturalist activities. Staff oversees contracted and hourly instructors, as well as seasonal employees.

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

In addition to ongoing programs, the staff develops and supervises special events throughout the year and participates in numerous community partnerships. Staff provides leadership in regional marketing of recreational activities, community youth programs, cultural tourism, economic development including streetscape enhancements, Edmonds Arts Commission programs, and activities of state recreation and arts organizations. Staff oversees the Frances Anderson Center, Meadowdale Community Clubhouse, Yost Pool, and six tenant leases at the Frances Anderson Center.

Budget Narrative

The positions covered in the salaries and benefits line include the Recreation Manager, Cultural Services Manager, Recreation Coordinators (3), Senior Office Specialists (2), part-time front desk staff, facility attendants, and a hiking instructor. The salary of the part-time hiking instructor is recovered by program revenue and the salary of the facility attendants is recovered by rental revenue.

Contracted program instructors are paid a percentage of the class revenue out of the professional services line. Programs include, but are not limited to art classes for children and adults, dance classes, camps (science, art, Lego and theater camp), and parent/child classes such as the Fun Factory.

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

Major 2014 Budget Changes

The salaries and benefits for the Senior Office Specialists, part-time front desk staff, and facility attendants have been moved from the administrative cost center to this cost center, as their functions are more relevant to the Recreation Division.

Decision package #26 added $6,418 to 2014 costs for promoting the Recreation Manager to interim Assistant Parks Director.

Decision package #27 added $3,150 to 2014 costs for training and travel

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

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Salaries	436,444	425,367	423,137	554,240	128,873	30%	131,103	31%
Benefits	152,902	148,599	149,160	211,983	63,384	43%	62,823	42%
Supplies	14,126	20,835	7,500	7,500	(13,335)	-64%	-	0%
Small Equipment	4,251	-	-	-	N/A	N/A	N/A	N/A
Professional Services	189,676	203,650	190,000	200,000	(3,650)	-2%	10,000	5%
Communications	20,388	20,400	20,820	21,000	600	3%	180	1%
Travel	-	3,350	720	1,600	(1,750)	-52%	880	122%
Advertising	2,680	3,150	2,500	3,150	-	0%	650	26%
Repair/Maintenance	12,475	12,632	12,475	13,099	467	4%	624	5%
Miscellaneous	62,743	62,000	100,767	71,250	9,250	15%	(29,517)	-29%
Interfund Rental	4,464	7,896	7,896	6,312	(1,584)	-20%	(1,584)	-20%
	900,149	907,879	914,975	1,090,134	182,255	20%	175,159	19%

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

Function

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

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

Budget Narrative

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

Major 2014 Budget Changes

None

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Salaries	39,604	37,945	37,945	38,843	898	2%	898	2%
Benefits	7,637	8,247	7,828	7,911	(336)	-4%	83	1%
Uniforms	272	600	600	600	-	0%	-	0%
Supplies	1,927	2,200	1,200	1,200	(1,000)	-45%	-	0%
Professional Services	109	1,000	700	1,000	-	0%	300	43%
Communications	823	850	850	850	-	0%	-	0%
Travel	776	700	650	700	-	0%	50	8%
Miscellaneous	-	40	70	100	60	150%	30	43%
	51,148	51,582	49,843	51,204	(378)	-1%	1,361	3%

Fund:	General		Fund #:	001
Department:	Parks, Rec. & Cult. Svcs.		Department #:	64
Cost Center	Aquatics		Cost Center #:	575.51

Function

The Aquatics Program provides public and lap swims, learn-to-swim classes, swim team, dive club, fitness classes and rentals. Swim lessons are for ages 6 months and up.

The Swim Team and Dive Club provide a competitive environment, which allows youth fitness, conditioning, teamwork and individual success. The Swim Team competes with other local parks departments throughout the summer.

Budget Narrative

Yost Pool is a summer only, outdoor pool. The salaries and benefits are for seasonal employees.

Major 2014 Budget Changes

None

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Salaries	85,860	99,548	94,348	99,548	-	0%	5,200	6%
Benefits	16,273	14,991	6,378	16,564	1,573	10%	10,186	160%
Supplies	1,974	4,000	1,770	3,500	(500)	-13%	1,730	98%
Small Equipment	22,950	-	-	-	N/A	N/A	N/A	N/A
Communications	303	-	-	-	N/A	N/A	N/A	N/A
Advertising	-	200	-	200	-	0%	200	NA
Repair/Maintenance	1,094	1,643	1,643	1,725	82	5%	82	5%
Miscellaneous	2,072	3,526	2,050	2,500	(1,026)	-29%	450	22%
	130,527	123,908	106,189	124,037	129	0%	17,848	17%

Fund:	General		Fund #:	001
Department:	Parks, Rec. & Cult. Svcs.		Department #:	64
Cost Center	Athletics		Cost Center #:	575.52

Function

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

Budget Narrative

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

Major 2014 Budget Changes

None

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Salaries	2,203	2,859	2,372	2,859	-	0%	487	21%
Benefits	340	303	83	474	171	56%	391	471%
Supplies	8,968	11,000	7,261	10,000	(1,000)	-9%	2,739	38%
Professional Services	31,863	58,200	50,001	58,200	-	0%	8,199	16%
Rental/Lease	15,000	15,850	14,410	16,290	440	3%	1,880	13%
Miscellaneous	1,575	3,150	1,400	3,640	490	16%	2,240	160%
	59,949	91,362	75,527	91,463	101	0%	15,936	21%

Fund:	General		Fund #:	001
Department:	Parks, Rec. & Cult. Svcs.		Department #:	64
Cost Center	Day Camps		Cost Center #:	575.53

Function

The Day Camp (ages 6-12) and Camp Goodtime (ages 3.5-5) provide a safe and fun traditional summer experience for children and offer socially enriching experiences. These summer camps employ young people from the community and teens volunteer in the Day Camp as Junior Counselors.

Budget Narrative

The salaries and benefits cover the supervisors, leaders and assistants.

Major 2014 Budget Changes

None

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Salaries	46,350	57,820	52,000	57,820	-	0%	5,820	11%
Benefits	7,753	8,079	3,701	9,271	1,192	15%	5,570	150%
Supplies	3,325	5,800	2,500	5,000	(800)	-14%	2,500	100%
Travel	289	750	240	500	(250)	-33%	260	108%
Miscellaneous	766	1,400	895	1,400	-	0%	505	56%
	58,482	73,849	59,336	73,991	142	0%	14,655	25%

Fund:	General		Fund #:	001
Department:	Parks, Rec. & Cult. Svcs.		Department #:	64
Cost Center	Fitness		Cost Center #:	575.54

Function

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

Budget Narrative

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

Major 2014 Budget Changes

None

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Salaries	13,306	19,000	13,000	19,000	-	0%	6,000	46%
Benefits	254	139	205	1,625	1,486	1069%	1,420	693%
Supplies	183	400	210	300	(100)	-25%	90	43%
Professional Services	39,974	52,000	40,235	48,000	(4,000)	-8%	7,765	19%
Repair/Maintenance	415	1,000	1,000	1,500	500	50%	500	50%
	54,132	72,539	54,650	70,425	(2,114)	-3%	15,775	29%

Fund:	General		Fund #:	001
Department:	Parks, Rec. & Cult. Svcs.		Department #:	64
Cost Center	Gymnastics		Cost Center #:	575.55

Function

All classes in this program are designed to provide positive social and physical experiences with an emphasis on development of major motor skills. The participants enrolled learn at their own pace through step-by-step progressions in a safe, fun and fit environment. Over 50 classes per quarter are offered for ages 2+. Our gymnastic teams, Rhythmic Reflections and Edmonds Illusions, compete locally throughout the gymnastics season. Birthday parties, play zones and camps round out the comprehensive recreational gymnastics and youth fitness programs.

Budget Narrative

The salaries and benefits are for the supervisor and the gymnastics instructors and assistants. The miscellaneous line covers USA Gymnastics affiliation and instructor certifications. The minor equipment line covers replacement mats/equipment.

Major 2014 Budget Changes

None

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Salaries	87,919	96,739	96,739	98,745	2,006	2%	2,006	2%
Benefits	21,243	26,931	30,552	36,652	9,721	36%	6,100	20%
Supplies	2,249	4,900	3,000	4,900	-	0%	1,900	63%
Minor Equipment	5,656	2,000	2,000	2,000	-	0%	-	0%
Professional Services	590	800	350	800	-	0%	450	129%
Rental/Lease	98	120	161	161	41	34%	-	0%
Repair/Maintenance	-	500	-	500	-	0%	500	NA
Miscellaneous	60	300	100	300	-	0%	200	200%
	117,815	132,290	132,902	144,058	11,768	9%	11,156	8%

Fund:	General		Fund #:	001
Department:	Parks, Rec. & Cult. Svcs.		Department #:	64
Cost Center	Meadowdale Preschool		Cost Center #:	575.56

Function

The Meadowdale Preschool Program was established in 1991 to meet the needs for a preschool in the north Edmonds area and to better utilize the space at the Meadowdale Community Clubhouse. A developmentally appropriate preschool program provides children the opportunity to receive the necessary skills for physical, emotional, social, and cognitive development, and prepares them for Kindergarten. Children enjoy hands-on curriculum in math, science, art, reading, writing, music and large motor activities.

Budget Narrative

The salaries and benefits are for the Preschool Director and one assistant.

Major 2014 Budget Changes

None

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Salaries	22,658	25,628	24,000	28,000	2,372	9%	4,000	17%
Benefits	-	-	-	-	N/A	N/A	N/A	N/A
Benefits	3,119	3,358	3,355	4,412	1,054	31%	1,057	32%
Supplies	1,443	1,750	1,500	1,500	(250)	-14%	-	0%
Professional Services	315	720	720	720	-	0%	-	0%
Communications	1,070	1,080	1,032	1,080	-	0%	48	5%
Travel	2	2	2	5	3	150%	3	150%
Miscellaneous	13	100	-	50	(50)	-50%	50	NA
	28,620	32,638	30,609	35,767	3,129	10%	5,158	17%

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

Function

The purpose of the Parks Maintenance cost center is to provide safe, well maintained, multi-faceted park facilities for the recreation and enjoyment of Edmonds residents as well as park patrons from surrounding areas. There are approximately 62 parks and gateway entrances maintained on a regular basis. On a daily basis, Parks Maintenance maintains six waterfront beach parks, a fishing pier, and 31 neighborhood parks. Maintenance includes trash, litter and City restroom upkeep along with maintaining all City owned landscapes. Parks maintains Yost Pool from May thru September, a key asset for this community.

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

Budget Narrative

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

2014 Major Budget Changes

Rental Lease: Increase account line 10,000 from 25,000 to 35,000 due to portable Sanikan rental costs and rental equipment.

Inter-fund Rental: Increase account line 11,508 due increase costs from Fleet Maintenance.

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

2014 Major Budget Changes (continued)

Decision package #28 added $15,000 to 2014 costs for parks irrigation.
Decision package #30 added $16,000 to 2014 costs for downtown trash receptacles.
Decision package #33 added $25,000 to 2014 costs for spray park water costs.

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Salaries	672,358	688,124	699,453	723,043	34,919	5%	23,590	3%
Seasonal Staff Salaries	33,090	9,585	7,184	44,644	35,059	366%	37,460	521%
Overtime	10,617	5,000	6,672	5,000	-	0%	(1,672)	-25%
Seasonal Staff OT	88	-	-	-	N/A	N/A	N/A	N/A
Benefits	272,230	274,202	270,714	302,659	28,457	10%	31,945	12%
Seasonal Staff Benefits	5,532	3,371	1,273	12,089	8,718	259%	10,816	850%
Uniforms	2,535	4,740	3,565	4,740	-	0%	1,175	33%
Supplies	69,077	70,680	68,930	70,680	-	0%	1,750	3%
Small Equipment	867	-	-	16,000	16,000	NA	16,000	NA
Professional Services	5,267	25,427	24,427	25,427	-	0%	1,000	4%
Communications	4,397	5,288	4,488	5,288	-	0%	800	18%
Travel	73	940	-	940	-	0%	940	NA
Advertising	-	700	-	700	-	0%	700	NA
Rental/Lease	42,661	25,000	37,000	35,000	10,000	40%	(2,000)	-5%
Public Utility	141,532	150,000	150,000	175,000	25,000	17%	25,000	17%
Repair/Maintenance	19,686	35,700	30,700	35,700	-	0%	5,000	16%
Miscellaneous	5,755	5,580	4,580	5,580	-	0%	1,000	22%
Intergovernmental Svc	56,907	70,695	60,695	70,695	-	0%	10,000	16%
Interfund Rental	60,324	86,952	86,952	98,430	11,478	13%	11,478	13%
Machinery and Equip	13,097	-	-	-	N/A	N/A	N/A	N/A
	1,416,092	1,461,984	1,456,633	1,631,615	169,631	12%	174,982	12%

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

Function

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

The Flower Program employees plant 25 thousand plants in over 114 flower sites around the city and 151 flower baskets per year to enhance our downtown area. On various planting days, volunteers from the Floretum Garden Club assist parks employees in planting flower baskets and other areas in downtown area. The non-profit organization Edmonds in Bloom contest has become a yearly event and has improved the City's aesthetic appeal.

Budget Narrative

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

Interfund Rental Annual rental of shared cost with Public Works of water wagon unit 42.

2014 Major Budget Changes

Decision package #29 added $30,337 to 2014 costs for 2014 Parks Flower Program Seasonal salaries.

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Salaries	24,729	10,207	10,624	33,544	23,337	229%	22,920	216%
Overtime	-	-	40	-	N/A	N/A	(40)	-100%
Benefits	4,481	2,090	1,885	7,781	5,691	272%	5,896	313%
Supplies	5,924	4,060	3,460	4,060	-	0%	600	17%
Minor Equipment	438	500	480	500	-	0%	20	4%
Interfund Rental	2,340	3,834	3,834	4,326	492	13%	492	13%
	37,912	20,691	20,323	50,211	29,520	143%	29,888	147%

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

Municipal Arts Program 100

The Edmonds Arts Commission (EAC), established by Ordinance No. 1765 in 1975, presents a year-round comprehensive arts program in literary, visual, and performing arts as defined in the 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." **Budget cuts in 2013 eliminated the Cultural Services Assistant position and temporarily suspended the $15,000 general fund transfer.** The Cultural Services Manager salary is part of the Recreation and Cultural Services cost center. An allocation of $4,000 annually from the Lodging Tax Fund 120 was authorized by Council in 1992 and is used to promote arts and culture activities in Edmonds through the CRAZE and other advertising opportunities.

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

- Write on the Sound Writers' Conference
- Concerts in the Park Series
- Rotating Visual art exhibits in Edmonds Library, Frances Anderson Center and City Hall
- Public Art program – acquisition and ongoing maintenance of City Art Collection
- Partnership events and youth programs in performing, literary and visual arts
- Quarterly Arts Bulletin email newsletter
- Economic development and cultural tourism promotion through capital projects such as streetscape improvements, gateways & wayfinding signage
- Cultural destination marketing
- Community Cultural Planning and Convening

Public Arts Acquisition Program 200

The Public Arts Acquisition Fund, established by Ordinance 1802 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 therefore vary from year to year. Public art projects that may be addressed in 2014 include both temporary installations and permanent artworks including the Five Corners Roundabout project, initiation of a major project at the Senior Center, and unique art elements for flower basket poles. The fund is also used for maintenance/preservation, repair, plaques, and display of over 150 original artworks in the City's Public Art Collection.

Arts Scholarships Program 300

After 26 years of providing performing and literary arts scholarships for Edmonds students seeking higher education and a career in the arts, this program was eliminated once the balance of funds from donations were expended in 2013. The remaining funds will be budgeted annually for arts education projects in collaboration with the Edmonds School District in professional services.

2014 Budget Changes

The annual General Fund transfer of $15,000 per Ordinance 2667 was temporarily suspended in 2013. Professional Services in 117-100 is increased slightly to reflect increased costs of services for concert performers and a 2-3% increase in WOTS professional services, offset by a comparable increase in registration fees reflected in Community event revenues. The Scholarship program was eliminated with all donated funds expended in 2013.

Decision package #25 added $20,000 to 2014 costs for support for the Arts Commission.

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

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Program 100								
Beginning Balance	**271,913**	**306,581**	**306,581**	**303,627**	**(2,954)**	**-1%**	**(2,954)**	**-1%**
Revenue								
Resale Items	439	200	150	150	(50)	-25%	-	0%
Community Events	38,883	31,000	38,000	40,000	9,000	29%	2,000	5%
Investment Interest	398	400	400	400	-	0%	-	0%
Contributions	16,483	16,294	15,000	6,200	(10,094)	-62%	(8,800)	-59%
Interfund Transfer In	19,000	4,000	4,000	24,000	20,000	500%	20,000	500%
Total Revenues	75,203	51,894	57,550	70,750	18,856	36%	13,200	23%
Expenditure								
Supplies	3,423	6,770	6,770	4,000	(2,770)	-41%	(2,770)	-41%
Small Equipment	523	1,000	1,000	1,000	-	0%	-	0%
Professional Services	29,207	39,533	39,533	54,000	14,467	37%	14,467	37%
Travel	10	50	70	75	25	50%	5	7%
Advertising	4,000	4,000	5,550	4,000	-	0%	(1,550)	-28%
Rental / Lease	-	4,831	4,281	2,000	(2,831)	-59%	(2,281)	-53%
Repair and Maintenance	-	300	300	300	-	0%	-	0%
Miscellaneous	3,373	4,610	3,000	4,500	(110)	-2%	1,500	50%
Total Expenditures	40,535	61,094	60,504	69,875	8,781	14%	9,371	15%
Ending Balance-100	**306,581**	**297,381**	**303,627**	**304,502**	**7,121**	**2%**	**875**	**0%**

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

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Program 200								
Beginning Balance	**114,260**	**113,126**	**113,126**	**94,383**	**(18,743)**	**-17%**	**(18,743)**	**-17%**
Revenue								
Investment Interest	158	200	100	150	(50)	-25%	50	50%
Contributions	1,500	1,500	-	1,500	-	0%	1,500	NA
Interfund Transfer In	11,059	16,266	4,857	19,063	2,797	17%	14,206	292%
Total Revenues	12,717	17,966	4,957	20,713	2,747	15%	15,756	318%
Expenditure								
Supplies	21	200	200	200	-	0%	-	0%
Professional Services	13,652	80,000	23,000	80,000	-	0%	57,000	248%
Miscellaneous	177	1,500	500	1,500	-	0%	1,000	200%
Interfund Transfer	-	3,000	-	-	(3,000)	-100%	N/A	N/A
Total Expenditures	13,851	84,700	23,700	81,700	(3,000)	-4%	58,000	245%
Ending Balance-200	**113,126**	**46,392**	**94,383**	**33,396**	**(12,996)**	**-28%**	**(60,987)**	**-65%**
Program 300								
Beginning Balance	**15,524**	**12,544**	**12,544**	**8,569**	**(3,975)**	**-32%**	**(3,975)**	**-32%**
Revenue								
Investment Interest	20	25	25	10	(15)	-60%	(15)	-60%
Contributions	-	-	-	-	N/A	N/A	N/A	N/A
Interfund Transfer In	-	-	-	-	N/A	N/A	N/A	N/A
Total Revenues	20	25	25	10	(15)	-60%	(15)	-60%
Expenditure								
Professional Services	-	-	-	1,000	1,000	NA	1,000	NA
Miscellaneous	3,000	4,000	4,000	-	(4,000)	-100%	(4,000)	-100%
Total Expenditures	3,000	4,000	4,000	1,000	(3,000)	-75%	(3,000)	-75%
Ending Balance-300	**12,544**	**8,569**	**8,569**	**7,579**	**(990)**	**-12%**	**(990)**	**-12%**

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

Function

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

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Beginning Balance	**17,646**	**17,671**	**17,671**	**17,698**	**27**	**0%**	**27**	**0%**
Revenue								
Investment Interest	25	27	27	25	(2)	-7%	(2)	-7%
Contribution - Private	137	-	-	-	N/A	N/A	N/A	N/A
Total Revenue	162	27	27	25	(2)	-7%	(2)	-7%
Expenditure	137	0	0	0	-	0%	-	0%
Total Expenditure	137	0	0	0	-	0%	-	0%
Ending Balance	**17,671**	**17,698**	**17,698**	**17,723**	**25**	**0%**	**25**	**0%**

Fund:	Youth Scholarship		Fund #:	122
Department:	Parks, Rec. & Cult. Svcs.		Department #:	64
Cost Center	Total Fund		Cost Center #:	N/A

Function

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

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Beginning Balance	**16,534**	**15,947**	**15,947**	**13,873**	**(2,074)**	**-13%**	**(2,074)**	**-13%**
Revenue								
Investment Interest	22	25	26	23	(2)	-8%	(3)	-12%
Contribution/Donation	2,766	2,000	1,500	1,600	(400)	-20%	100	7%
Total Revenues	2,788	2,025	1,526	1,623	(402)	-20%	97	6%
Expenditures								
Miscellaneous	3,375	4,000	3,600	3,600	(400)	-10%	-	0%
Total Expenditures	3,375	4,000	3,600	3,600	(400)	-10%	-	0%
Ending Balance	**15,947**	**13,972**	**13,873**	**11,896**	**(2,076)**	**-15%**	**(1,977)**	**-14%**

Fund:	Tourism Promotional / Arts		Fund #:	123
Department:	Parks, Rec. & Cult. Svcs.		Department #:	64
Cost Center	Total Fund		Cost Center #:	N/A

Function

This fund was established in 1985 by Resolution No. 630, which designates that 25 percent of all monies received from the motel/hotel excise tax are to be held in the Tourism Promotion Fund. The balance includes revenues from sales of tourism posters between 1995 and 2004. The Fund is administered with the directions and recommendations of the Edmonds Arts Commission (EAC) forwarded to the Lodging Tax Advisory Committee (LTAC) for approval. Expenditures promote and advertise artistic events and programs in Edmonds including:

- EAC works in partnership with the Economic Development Department to promote economic development through cultural tourism
- Advertising/promotion for Write on the Sound Writers' Conference, a nationally recognized 2 1/2 day event
- EAC Tourism Promotion Award program – annually recommends to the Lodging Tax Advisory Committee awards reimbursement contracts to local organizations promoting cultural arts activities that draw people to Edmonds. Generally the maximum awards are $2,000 with a total of approximately $9,500 awarded in any given year.

All of the expenditures of current Lodging Tax funds are recommendations from LTAC to City Council for the annual budget.

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Beginning Balance	**60,250**	**65,916**	**65,916**	**64,566**	**(1,350)**	**-2%**	**(1,350)**	**-2%**
Revenue								
25% Hotel/Motel Tax	19,872	17,500	17,500	18,000	500	3%	500	3%
Grants	7,000	1,300	-	-	(1,300)	-100%	N/A	N/A
Sale Maps & Books	110	100	100	100	-	0%	-	0%
Investment Interest	82	100	50	100	-	0%	50	100%
Transfer In	-	-	-	-	N/A	N/A	N/A	N/A
Total Revenues	27,064	19,000	17,650	18,200	(800)	-4%	550	3%
Expenditures								
Professional Services	14,038	10,500	10,500	10,500	-	0%	-	0%
Advertising	3,918	4,500	4,500	4,500	-	0%	-	0%
Miscellaneous	3,442	4,000	4,000	4,000	-	0%	-	0%
Total Expenditures	21,398	19,000	19,000	19,000	-	0%	-	0%
Ending Balance	**65,916**	**65,916**	**64,566**	**63,766**	**(2,150)**	**-3%**	**(800)**	**-1%**

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

Parks and Recreation 000

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

In 2012, the City started the Adopt-A-Flower Basket program. In 2013, this program continued and the City added the Adopt-A-Corner Park program. These donations help to offset the cost of the flower program.

Art Museum/Memorial Building 100

This fund was established to assist with art projects of a capital nature, such as museum related projects or display facilities. Revenue is from contributions and interest. Contributions may be considered tax deductible if for "exclusive public purposes".

Public Art Donations 200

This fund provides an opportunity for individuals or organizations to donate funds for specific public art projects such as the Cultural Heritage Tour and Art Embellished Flower Basket Poles, to be sited in the City of Edmonds. Revenue is from contributions and interest. Contributions may be considered tax deductible if for "exclusive public purposes". Expenditures include artwork enhanced flower basket poles and transfers to the 132 fund, and revenue includes donations.

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

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Beginning Balance-000	**119,581**	**141,288**	**141,288**	**147,703**	**6,415**	**5%**	**6,415**	**5%**
Revenue								
Investment Interest	190	250	175	183	(67)	-27%	8	5%
Contributions	23,220	30,108	28,400	37,400	7,292	24%	9,000	32%
Interfund Transfer In	11,204	-	-	-	N/A	N/A	N/A	N/A
Total Revenues	34,614	30,358	28,575	37,583	7,225	24%	9,008	32%
Expenditure								
Supplies	12,907	22,020	9,863	11,700	(10,320)	-47%	1,837	19%
Interfund Transfer Out	-	12,297	12,297	-	(12,297)	-100%	(12,297)	-100%
Total Expenditures	12,907	34,317	22,160	11,700	(22,617)	-66%	(10,460)	-47%
Ending Balance-000	**141,288**	**137,329**	**147,703**	**173,586**	**36,257**	**26%**	**25,883**	**18%**
Beginning Balance-100	**64,284**	**64,375**	**64,375**	**64,475**	**100**	**0%**	**100**	**0%**
Revenue								
Investment Interest	91	100	100	100	-	0%	-	0%
Total Revenues	91	100	100	100	-	0%	-	0%
Expenditure								
Total Expenditures	-	-	-	-	N/A	N/A	N/A	N/A
Ending Balance-100	**64,375**	**64,475**	**64,475**	**64,575**	**100**	**0%**	**100**	**0%**
Beginning Balance-200	**10,120**	**10,837**	**10,837**	**7,862**	**(2,975)**	**-27%**	**(2,975)**	**-27%**
Revenue								
Investment Interest	16	25	25	25	-	0%	-	0%
Contributions	4,000	6,000	6,000	6,000	-	0%	-	0%
Total Revenues	4,016	6,025	6,025	6,025	-	0%	-	0%
Expenditure								
Professional Services	3,300	9,000	7,500	4,000	(5,000)	-56%	(3,500)	-47%
Interfund Transfer Out	-	-	1,500	2,500	2,500	NA	1,000	67%
Total Expenditures	3,300	9,000	9,000	6,500	(2,500)	-28%	(2,500)	-28%
Ending Balance-200	**10,837**	**7,862**	**7,862**	**7,387**	(475)	-6%	(475)	-6%

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

Function

The Cemetery Improvement Fund was established by Ordinance No. 2306. The purpose of this fund is to provide for the day-to-day operations of municipal cemetery under the direction of the Cemetery Board as reviewed and approved by the City Council. Ninety percent revenue from lot sales, burial fees and donations are designated to this fund.

2014 Major Budget Changes

Decision package #24 added $40,186 to 2014 costs for General Fund subsidy to support services at the Cemetery.
Decision package #31 added $45,559 to 2014 costs seasonal laborer salaries.
Decision package #43 added $15,186 to 2014 costs for a cemetery seasonal laborer position.

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

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Beginning Balance	**85,714**	**53,600**	**53,600**	**22,157**	**(31,443)**	**-59%**	**(31,443)**	**-59%**
Revenue								
Resale Items/Taxable	37,796	27,000	22,400	27,000	-	0%	4,600	21%
Cemetery Grave Sales	103,138	92,700	96,100	92,700	-	0%	(3,400)	-4%
Investment Interest	107	150	105	150	-	0%	45	43%
Contribution/Donation	191	100	100	100	-	0%	-	0%
Interfund Transfer-In	-	-	-	40,186	40,186	NA	40,186	NA
Total Revenue	141,232	119,950	118,705	160,136	40,186	34%	41,431	35%
Expenditures								
Salaries and Wages	70,445	68,605	68,984	81,251	12,646	18%	12,267	18%
Overtime	3,023	3,500	3,000	3,500	-	0%	500	17%
Benefits	33,028	33,188	33,188	39,056	5,868	18%	5,868	18%
Uniforms	-	1,000	200	1,000	-	0%	800	400%
Supplies	3,425	7,000	6,100	7,000	-	0%	900	15%
Resale Items	27,943	20,000	20,000	20,000	-	0%	-	0%
Professional Services	200	1,000	1,000	1,000	-	0%	-	0%
Communications	1,281	1,412	1,300	1,412	-	0%	112	9%
Travel	-	500	250	500	-	0%	250	100%
Advertising	3,339	3,000	3,500	3,200	200	7%	(300)	-9%
Utilities	2,675	3,800	3,100	3,800	-	0%	700	23%
Repairs/Maintenance	-	500	470	500	-	0%	30	6%
Miscellaneous	3,391	4,000	3,800	4,000	-	0%	200	5%
Interfund Rental	7,260	5,256	5,256	9,216	3,960	75%	3,960	75%
Equipment	17,336	-	-	-	N/A	N/A	N/A	N/A
Total Expenditures	173,345	152,761	150,148	175,435	22,674	15%	25,287	17%
Ending Balance	**53,600**	**20,789**	**22,157**	**6,858**	**(13,931)**	**-67%**	**(15,299)**	**-69%**

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

Function

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

Flower Program 100

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

Environmental/Beach Ranger Program 200

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

Yost Pool 300

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

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

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Beginning Balance-100	**84,658**	**84,775**	**84,775**	**84,905**	**130**	**0%**	**130**	**0%**
Revenue								
Investment Interest	117	125	105	105	(20)	-16%	-	0%
Contributions	-	-	25	-	N/A	N/A	(25)	-100%
Total Revenues	117	125	130	105	(20)	-16%	(25)	-19%
Expenditure								
Total Expenditures	-	-	-	-	N/A	N/A	N/A	N/A
Ending Balance-100	**84,775**	**84,900**	**84,905**	**85,010**	**110**	**0%**	**105**	**0%**
Beginning Balance- 200	**63,448**	**63,535**	**63,535**	**63,664**	**129**	**0%**	**129**	**0%**
Revenue								
Investment Interest	88	95	79	79	(16)	-17%	-	0%
Contributions	-	-	50	-	N/A	N/A	(50)	-100%
Total Revenues	88	95	129	79	(16)	-17%	(50)	-39%
Expenditure								
Total Expenditures	-	-	-	-	N/A	N/A	N/A	N/A
Ending Balance-200	**63,535**	**63,630**	**63,664**	**63,743**	**113**	**0%**	**79**	**0%**
Beginning Balance- 300	**8,505**	**1,581**	**1,581**	**1,683**	**102**	**6%**	**102**	**6%**
Revenue								
Investment Interest	5	8	2	2	(6)	-75%	-	0%
Contributions / Private	-	-	100	-	N/A	N/A	(100)	-100%
Total Revenues	5	8	102	2	(6)	-75%	(100)	-98%
Expenditure								
Interfund Transfers	6,930	-	-	-	N/A	N/A	N/A	N/A
Total Expenditures	6,930	-	-	-	N/A	N/A	N/A	N/A
Ending Balance-300	**1,581**	**1,589**	**1,683**	**1,685**	**96**	**6%**	**2**	**0%**

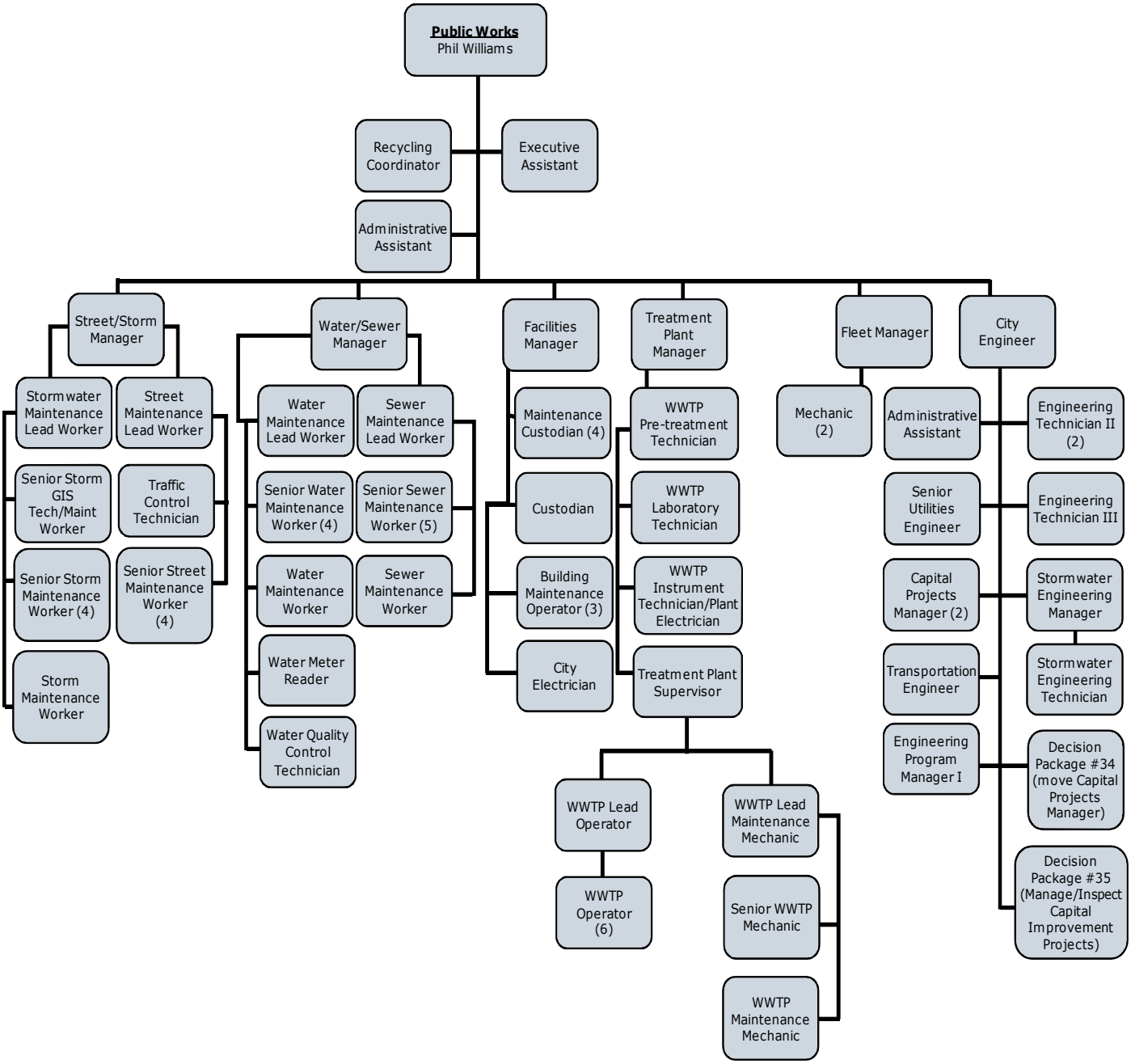
Fund:	Cemetery Maintenance Trust		Fund #:	137
Department:	Parks, Rec. & Cult. Svcs.		Department #:	64
Cost Center	Total Fund		Cost Center #:	N/A

Function

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

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Beginning Balance	**801,079**	**818,645**	**818,645**	**831,595**	**12,950**	**2%**	**12,950**	**2%**
Revenue								
Resale Items/Taxable	4,200	3,000	2,240	2,700	(300)	-10%	460	21%
Cemetery Grave Sales	11,460	10,300	9,610	9,270	(1,030)	-10%	(340)	-4%
Investment Interest	1,906	1,300	1,100	1,000	(300)	-23%	(100)	-9%
Total Revenues	17,566	14,600	12,950	12,970	(1,630)	-11%	20	0%
Expenditure								
Total Expenditures	-	-	-	-	N/A	N/A	N/A	N/A
Ending Balance	**818,645**	**833,245**	**831,595**	**844,565**	**11,320**	**1%**	**12,970**	**2%**

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



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

Mission Statement

The Department of Public Works & Utilities is dedicated to providing the highest quality services to our customers, citizens, City employees, business owners, and visitors. The Department strives to enhance reliability and performance of the City's infrastructure while maintaining a safe, clean, and healthy environment.

Purpose

The Department of Public Works & Utilities is responsible for the operations and maintenance of the City's physical infrastructure, including: street transportation networks, right-of-ways, and traffic control systems; storm and surface water drainage systems and environmental pollutant discharge mitigation; municipal-owned buildings and other facilities, potable water distribution systems and water quality control, sewerage conveyance and collection systems; secondary wastewater treatment plant management; and maintenance of the City's fleet.

Major 2014 Budget Changes

None

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

Program	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Administration	288,805	324,517	327,121	354,098	29,581	9%	26,977	8%
Facilities Maintenance	1,301,011	1,344,159	1,327,442	1,378,824	34,665	3%	51,382	4%
Engineering	1,331,354	1,394,458	1,381,583	1,686,629	292,171	21%	305,046	22%
	2,921,170	3,063,134	3,036,146	3,419,551	356,417	12%	383,405	13%

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Salaries	1,791,464	1,853,625	1,853,366	2,078,019	224,394	12%	224,653	12%
Overtime	6,535	7,700	2,201	7,700	-	0%	5,499	250%
Benefits	634,461	667,822	645,989	767,410	99,588	15%	121,421	19%
Uniforms	2,580	3,360	2,360	2,860	(500)	-15%	500	21%
Supplies	85,047	70,100	70,100	74,600	4,500	6%	4,500	6%
Minor Equipment	5,098	8,000	5,493	5,200	(2,800)	-35%	(293)	-5%
Professional Services	2,203	5,200	4,040	5,200	-	0%	1,160	29%
Communications	20,161	20,900	22,550	26,070	5,170	25%	3,520	16%
Travel	593	1,100	200	1,100	-	0%	900	450%
Rental/Lease	34,328	69,127	65,127	76,292	7,165	10%	11,165	17%
Public Utility	271,976	279,600	282,600	282,800	3,200	1%	200	0%
Repair/Maintenance	50,588	62,800	66,020	71,300	8,500	14%	5,280	8%
Miscellaneous	16,136	13,800	16,100	21,000	7,200	52%	4,900	30%
	2,921,170	3,063,134	3,036,146	3,419,551	356,417	12%	383,405	13%

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

Function

Provide overall coordination and control of Public Works & Utilities Department services and asset management of the City's streets, drainage, water and sewer utilities, facilities and building maintenance, fleet maintenance and the wastewater treatment plant. Provide initial point of contact for citizen concerns or requests for public works services. Provide direction to the Engineering Division in the planning and delivery of capital improvement and replacement projects for the City's infrastructure. Partner with the Finance Department in managing budgets for the Combined Utility (drainage, water and sewer), Equipment Rental, Street and Building Maintenance Funds. Coordinate with emergency management officials on disaster response and recovery operations.

Budget Narrative

Salary and Benefits	Includes the Director of Public Works & Utilities (1 FTE), an Executive Assistant (1 FTE), and an Administrative Assistant (.65 FTE). A percentage of these salaries are reimbursed by the Utility Enterprise Funds.
Supplies	Materials, supplies, and small equipment germane to general office administration.
Professional Services	Public lobby floor mat cleaning and replacement.
Communications	Charges and fees for telecommunications, both mobile and land-based.
Travel	Travel to meetings, conferences, seminars, training, etc.
Rental/Lease	Multipurpose copy/scan/fax machine lease and maintenance.
Interfund Rental	Use of one Toyota Prius from Public Works motor pool.
Public Utility	Administration portion of water, sewer, storm drainage, natural gas, electricity, waste disposal and recycling services for Public Works Operations and Maintenance Center.
Repair/Maintenance	Costs for minor repairs of office equipment and facilities.
Miscellaneous	Snohomish County Committee for Improved Transportation and other municipal association memberships, employee training, licensing, and certification, periodicals publications, and other miscellaneous expenses.

Major 2014 Budget Changes

None

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

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Salaries	221,930	225,381	244,667	250,358	24,977	11%	5,691	2%
Overtime	-	200	-	200	-	0%	200	NA
Benefits	55,092	76,157	65,905	78,450	2,293	3%	12,545	19%
Supplies	4,345	5,100	5,100	7,600	2,500	49%	2,500	49%
Professional Services	58	200	200	200	-	0%	-	0%
Communications	1,160	1,200	1,350	1,350	150	13%	-	0%
Travel	-	500	-	500	-	0%	500	NA
Rental/Lease	1,028	7,400	2,400	2,400	(5,000)	-68%	-	0%
Public Utility	2,250	2,600	2,600	2,800	200	8%	200	8%
Repair/Maintenance	-	1,000	120	1,000	-	0%	880	733%
Miscellaneous	1,045	1,400	1,400	3,900	2,500	179%	2,500	179%
Interfund Rental	1,896	3,379	3,379	5,340	1,961	58%	1,961	58%
	288,805	324,517	327,121	354,098	29,581	9%	26,977	8%

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

Function

Facilities Maintenance maintains and operates all City-owned buildings, which total approximately 225,000 square feet of interior space. Major buildings include City Hall, Maxwell-McGinness Public Safety Complex, Frances Anderson Center, Library and Plaza Room, Public Works and Utilities Operational complex, Fire Stations 16, 17, and 20, Senior Center, Meadowdale Clubhouse, Museum, Wade James Theater, Log Cabin, Boys and Girls Club, and Parks buildings. Maintenance and renovation activities for these buildings include painting, roofing, carpentry, flooring, plumbing, locksmithing, electrical, heating/ventilation/cooling, and computer cabling. In addition, custodial care is provided for approximately 150,000 square feet of areas occupied by City staff, or areas used by City recreation programs and Sno-Isle Libraries.

Facilities Maintenance also provides the electrical expertise to maintain 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 during the past year at Mathey-Ballinger Park. Additionally, this division provides support for the Arts Festival, Independence Day Parade and fireworks, Taste of Edmonds, and the Downtown Christmas Tree Lighting Ceremony.

Budget Narrative

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

Major 2014 Budget Changes

The one change to this budget request is to include an extra $8,500 above last year to cover two new costs. The first is that associated with of required monitoring and verification charges for the energy reductions achieved by the current ESCO III project. The second is the cost of a five-year renewal of the City's association with the ChargePoint America network. Among other things, this network provides the cellular connections required for those using the stations to charge vehicles at the current City rate of $2.00/hr.

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

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Salaries	607,822	621,104	623,454	623,757	2,653	0%	303	0%
Overtime	2,178	2,500	209	2,500	-	0%	2,291	1096%
Benefits	244,843	249,515	225,339	265,907	16,392	7%	40,568	18%
Uniforms	2,397	3,000	2,000	2,500	(500)	-17%	500	25%
Supplies	80,702	65,000	65,000	67,000	2,000	3%	2,000	3%
Minor Equipment	2,399	6,000	3,500	3,000	(3,000)	-50%	(500)	-14%
Communications	13,344	13,000	14,500	13,500	500	4%	(1,000)	-7%
Travel	2	-	-	-	N/A	N/A	N/A	N/A
Rental/Lease	-	-	1,000	500	500	NA	(500)	-50%
Public Utility	269,726	277,000	280,000	280,000	3,000	1%	-	0%
Repair/Maintenance	49,693	60,000	65,000	68,500	8,500	14%	3,500	5%
Miscellaneous	3,245	2,100	2,500	2,100	-	0%	(400)	-16%
Interfund Rental	24,660	44,940	44,940	49,560	4,620	10%	4,620	10%
	1,301,011	1,344,159	1,327,442	1,378,824	34,665	3%	51,382	4%

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

Function

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

Budget Narrative

Salaries and Benefits	Thirteen (13) Full Time Equivalents (FTEs) including City Engineer, Transportation Engineer, Stormwater Engineer, Utility Engineer, Engineering Program Manager, three Capital Project Managers, four Engineering Technicians and an Administrative Assistant.
Uniforms	Boot allowance per labor contract, rain gear, etc.
Professional Services	Consultant services for special requirements not related to capital projects.
Communications	Mobile phones for field staff and air cards for I-pads.
Travel	Travel to meetings, seminars, training, etc.
Repair/Maintenance	Repair/maintenance of blueprint copier, plotter, surveying equipment, traffic counters, etc.
Miscellaneous	Bankcard fees for permit transactions, miscellaneous training, conferences, survey software maintenance/tech support, professional publications, MRSC On-Call Rosters, SCCIT, APWA and other memberships and dues, etc.
Interfund Rental	Rental (from Public Works motor pool) of four vehicles and 33% of another staff car.

Major 2014 Budget Changes

Decision package #34 added $92,966 to 2014 costs for moving existing Capital Project Manager to General Fund.
Decision package #35 added $97,286 to 2014 costs for new Capital Manager position.

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

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Salaries	961,712	1,007,140	985,245	1,203,904	196,764	20%	218,659	22%
Overtime	4,357	5,000	1,992	5,000	-	0%	3,008	151%
Benefits	334,526	342,150	354,745	423,053	80,903	24%	68,308	19%
Uniforms	182	360	360	360	-	0%	-	0%
Minor Equipment	2,698	2,000	1,993	2,200	200	10%	207	10%
Professional Services	2,145	5,000	3,840	5,000	-	0%	1,160	30%
Communications	5,657	6,700	6,700	11,220	4,520	67%	4,520	67%
Travel	591	600	200	600	-	0%	400	200%
Repair/Maintenance	895	1,800	900	1,800	-	0%	900	100%
Miscellaneous	11,846	10,300	12,200	15,000	4,700	46%	2,800	23%
Interfund Rental	6,744	13,408	13,408	18,492	5,084	38%	5,084	38%
	1,331,354	1,394,458	1,381,583	1,686,629	292,171	21%	305,046	22%

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 Lead Worker, one Traffic Control Technician, four Street Maintenance Workers and an allowance for seasonal help. The Manager also supervises the Stormwater Division.

Major 2014 Budget Changes

Decision package #37 added $300,000 to 2014 costs for road operations funding.

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

Description	2012 Actuals	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Beginning Balance	**392,049**	**122,981**	**122,981**	**41,922**	**(81,059)**	**-66%**	**(81,059)**	**-66%**
Revenue								
Street And Curb Permit	4,650	3,500	7,500	4,000	500	14%	(3,500)	-47%
Grants	5,898	-	-	-	N/A	N/A	N/A	N/A
Motor Vehicle Fuel Tax	671,535	650,000	650,000	645,000	(5,000)	-1%	(5,000)	-1%
Transportation Charges	17,648	13,000	660,300	660,000	647,000	4977%	(300)	0%
Investment Interest	178	300	50	100	(200)	-67%	50	100%
Miscellaneous Revenue	8,158	-	3,600	3,000	3,000	NA	(600)	-17%
Assets Disposition	2,490	-	13,000	-	N/A	N/A	(13,000)	-100%
Interfund Transfer In	633,102	740,000	100,000	400,000	(340,000)	-46%	300,000	300%
Total Revenues	1,343,659	1,406,800	1,434,450	1,712,100	305,300	22%	277,650	19%
Expenditure								
Salaries	504,884	447,655	419,409	446,344	(1,311)	0%	26,935	6%
Overtime	27,174	18,400	17,185	18,400	-	0%	1,215	7%
Benefits	221,797	197,283	182,711	214,311	17,028	9%	31,600	17%
Uniforms	5,090	6,000	6,000	6,000	-	0%	-	0%
Supplies	196,406	240,000	240,000	240,000	-	0%	-	0%
Small Equipment	14,629	26,000	26,000	26,000	-	0%	-	0%
Professional Services	20,654	12,700	14,877	13,700	1,000	8%	(1,177)	-8%
Communications	3,286	3,500	2,500	2,500	(1,000)	-29%	-	0%
Training	835	1,000	1,000	1,000	-	0%	-	0%
Advertising	-	350	-	350	-	0%	350	NA
Rental/Lease	195,303	159,134	159,134	180,104	20,970	13%	20,970	13%
Insurance	93,305	87,204	87,204	82,400	(4,804)	-6%	(4,804)	-6%
Public Utility	247,428	267,750	267,750	275,783	8,033	3%	8,033	3%
Repair/Maintenance	20,350	45,000	45,000	45,000	-	0%	-	0%
Miscellaneous	6,943	8,000	8,000	8,000	-	0%	-	0%
Intergovernmental Svc	3,006	4,000	5,000	2,000	(2,000)	-50%	(3,000)	-60%
Interfund Transfer Out	6,697	28,650	28,650	28,805	155	1%	155	1%
Debt Principal	38,954	3,015	3,015	3,149	134	4%	134	4%
Debt Interest	5,987	2,074	2,074	1,964	(110)	-5%	(110)	-5%
Total Expenditures	1,612,726	1,557,715	1,515,509	1,595,810	38,095	2%	80,301	5%
Ending Balance	**122,981**	**(27,934)**	**41,922**	**158,212**	**186,146**	**-666%**	**116,290**	**277%**

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

Function

On behalf of the Edmonds Transportation Benefit District, the Washington State Department of Licensing is collecting a $20 fee at the time a vehicle registration is renewed within the City of Edmonds limits. The fee takes effect on license tabs that expire on or after September 1, 2009. The proceeds are deposited in this fund and transferred to the Street Fund to support Transportation Benefit District related activities.

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Beginning Balance	**-**	**-**	**-**	**-**	**N/A**	**N/A**	**N/A**	**N/A**
Revenue								
Annual Vehicle Fee (TBD)	640,944	645,000	645,000	645,000	-	0%	-	0%
Total Revenue	640,944	645,000	645,000	645,000	-	0%	-	0%
Expenditure								
Insurance	5,000	5,000	5,000	5,000	-	0%	-	0%
Intergovernmental Service	-	-	640,000	640,000	640,000	NA	-	0%
Interfund Transfers	633,101	640,000	-	-	(640,000)	-100%	N/A	N/A
Total Expenditures	640,944	645,000	645,000	645,000	-	0%	-	0%
Ending Balance	**-**	**-**	**-**	**-**	**N/A**	**N/A**	**N/A**	**N/A**

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

Function

Under Public Works & Utilities, the Water Division is responsible for the maintenance and operation of the City's water distribution system for the constant and safe delivery of potable water to over 10,109 accounts. The Water Division operates and maintains all storage and conveyance facilities including over 138 miles of distribution mains, 18 pressure reducing stations, three 1.5 million gallon reservoirs, and one three-million gallon reservoir and pumping station. Eight permanent employees are responsible for the above functions.

Budget Narrative

Water Operations

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

Capital

Significant capital water projects planned in 2014 include:

- Watermain replacement program
- Watermain Street Overlay program
- Waterline replacement as part of the Five Corners Roundabout Project

Major 2014 Budget Changes

None

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

Description	2012 Actuals	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Beginning Fund Balance	**17,113,453**	**14,637,482**	**14,637,482**	**17,919,451**	**3,281,969**	**22%**	**3,281,969**	**22%**
Revenue								
Grants	26,784	47,000	25,081	27,267	(19,733)	-42%	2,186	9%
Utility Charges	5,647,183	5,945,698	6,051,066	6,048,981	103,283	2%	(2,085)	0%
Investment Interest	3,545	4,472	1,500	1,500	(2,972)	-66%	-	0%
Rental Leases	55,180	49,000	49,000	49,000	-	0%	-	0%
Other Misc. Revenues	-	49,302	450	600	(48,702)	-99%	150	33%
Capital Contributions	68,969	30,208	65,000	114,470	84,262	279%	49,470	76%
Revenue Bond Proceeds	-	4,500,000	5,025,059	-	(4,500,000)	-100%	(5,025,059)	-100%
Total Revenues	5,801,660	10,625,680	11,217,156	6,241,818	(4,383,862)	-41%	(4,975,338)	-44%
Expenditure								
Depreciation	524,346	-	-	-	N/A	N/A	N/A	N/A
Salaries	669,659	756,455	741,729	677,172	(79,283)	-10%	(64,557)	-9%
Overtime	24,061	24,180	18,192	24,180	-	0%	5,988	33%
Benefits	273,177	285,866	303,633	326,137	40,271	14%	22,504	7%
Uniforms	3,773	6,840	6,000	6,800	(40)	-1%	800	13%
Supplies	146,159	143,505	120,000	143,505	-	0%	23,505	20%
Resale Inventory-Water	1,448,400	1,725,000	1,600,000	1,600,000	(125,000)	-7%	-	0%
Resale Inventory-Supplies	102,976	140,000	105,000	112,000	(28,000)	-20%	7,000	7%
Small Equipment	6,531	10,400	6,000	10,500	100	1%	4,500	75%
Professional Services	45,810	173,136	316,270	229,150	56,014	32%	(87,120)	-28%
Communications	27,266	30,280	33,000	35,000	4,720	16%	2,000	6%
Travel	-	3,400	200	2,600	(800)	-24%	2,400	1200%
Advertising	-	560	-	500	(60)	-11%	500	NA
Rental/Lease	3,121	1,500	2,500	3,000	1,500	100%	500	20%
Interfund Rental	104,484	89,705	89,705	101,820	12,115	14%	12,115	14%
Insurance	70,440	67,699	67,607	66,869	(830)	-1%	(738)	-1%
Utilities	29,456	28,000	40,000	40,000	12,000	43%	-	0%
Repair	12,713	24,160	3,000	17,600	(6,560)	-27%	14,600	487%
Miscellaneous	328,441	307,630	301,630	307,880	250	0%	6,250	2%
Intergovernmental Services	25,415	30,000	31,000	30,000	-	0%	(1,000)	-3%
Utility Tax	824,772	904,893	916,300	920,881	15,988	2%	4,581	0%
Interfund Transfer Out	225,741	927,500	67,964	292,830	(634,670)	-68%	224,866	331%
Equipment	-	85,000	-	-	(85,000)	-100%	N/A	N/A
Construction Projects	3,007,220	2,644,720	2,421,717	3,424,639	779,919	29%	1,002,922	41%
Amortized Debt Issue Cost	18,164	16,553	-	-	(16,553)	-100%	N/A	N/A
Interfund Services	319,351	349,368	206,100	459,102	109,734	31%	253,002	123%
Interfund Repair & Maint.	33	-	-	-	N/A	N/A	N/A	N/A
Debt Principal	-	257,335	257,335	354,094	96,759	38%	96,759	38%
Debt Interest	36,123	280,306	280,305	275,912	(4,394)	-2%	(4,393)	-2%
Total Expenditures	8,277,631	9,313,991	7,935,187	9,462,171	148,180	2%	1,526,984	19%
Ending Fund Balance	**14,637,482**	**15,949,171**	**17,919,451**	**14,699,098**	**(1,250,073)**	**-8%**	**(3,220,353)**	**-18%**

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 the Endangered Species Act (ESA) rules for salmon.

Budget Narrative

Storm Water Operations

The Salary and Benefit budget includes .5 FTE Street/Stormwater Manager, one Lead Stormwater Worker, six Stormwater Maintenance Workers and an allowance for seasonal help. The Manager also supervises the Street Division.

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

Capital

Significant storm drainage capital projects in 2014 include:

- Completion of the Perrinville Creek Stormwater Flow Reduction Retrofit Study
- SW Edmonds-Replace Infiltration pipe near 107th PL W/Connected Sumps on 238th St to Hickman Park Infiltration
- Public Works Yard Improvements (Vactor Waste Facility)
- Dayton St. improvements between 6th and 8th.
- Pre-design of Storm Water Alternatives – Dayton St. & SR104
- Edmonds Marsh/Shellabarger Cr/Willow Cr Feasibility Study & Marsh Restoration

Major 2014 Budget Changes

None

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

Description	2012 Actuals	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Beginning Fund Balance	**8,189,872**	**8,400,457**	**8,400,457**	**9,124,807**	**724,350**	**9%**	**724,350**	**9%**
Revenue								
Grants	16,626	213,300	174,422	204,385	(8,915)	-4%	29,963	17%
Utility Charges	2,955,466	3,207,600	3,239,500	3,255,698	48,098	1%	16,198	1%
Stormwater Mitigation Fees	1,227	-	-	-	N/A	N/A	N/A	N/A
Illegal Discharge	1,250	-	4,000	3,000	3,000	N/A	(1,000)	-25%
Investment Interest	3,099	3,474	1,300	1,300	(2,174)	-63%	-	0%
Rental Leases	13,139	13,500	14,104	14,014	514	4%	(90)	-1%
Other Misc. Revenues	-	35,131	36,761	36,761	1,630	5%	-	0%
Capital Contributions	16,000	13,711	15,000	15,000	1,289	9%	-	0%
Revenue Bond Proceeds	-	-	848,883	-	N/A	N/A	(848,883)	-100%
Total Revenues	3,006,807	3,486,716	4,333,970	3,530,158	43,442	1%	(803,812)	-19%
Expenditure								
Depreciation	411,854	-	-	-	N/A	N/A	N/A	N/A
Salaries	454,146	568,591	571,389	594,775	26,184	5%	23,386	4%
Overtime	9,917	6,000	12,072	6,000	-	0%	(6,072)	-50%
Benefits	189,910	232,141	231,484	258,745	26,604	11%	27,261	12%
Uniforms	5,475	6,540	6,500	6,500	(40)	-1%	-	0%
Supplies	49,733	50,000	50,403	50,000	-	0%	(403)	-1%
Small Equipment	3,909	4,400	4,000	4,000	(400)	-9%	-	0%
Professional Services	119,861	599,190	603,510	1,241,772	642,582	107%	638,262	106%
Communications	1,625	3,480	3,200	3,200	(280)	-8%	-	0%
Travel	-	4,300	2,000	4,300	-	0%	2,300	115%
Advertising	-	500	-	500	-	0%	500	N/A
Rental/Lease	8,452	6,500	3,121	6,500	-	0%	3,379	108%
Interfund Rental	167,112	210,912	210,912	207,112	(3,800)	-2%	(3,800)	-2%
Insurance	8,889	8,418	8,407	8,089	(329)	-4%	(318)	-4%
Utilities	8,549	10,000	10,000	10,500	500	5%	500	5%
Repair	6,072	11,860	13,000	13,000	1,140	10%	-	0%
Miscellaneous	102,435	106,100	106,100	112,100	6,000	6%	6,000	6%
Intergovernmental Service	47,470	45,000	45,000	75,000	30,000	67%	30,000	67%
Utility Tax	256,490	291,600	294,500	295,973	4,373	1%	1,473	1%
Interfund Transfer Out	330,562	237,766	15,098	54,291	(183,475)	-77%	39,193	260%
Construction Projects	-	1,478,400	537,990	1,921,842	443,442	30%	1,383,852	257%
Interfund Services	457,971	300,391	477,251	579,381	278,990	93%	102,130	21%
Debt Principal	-	216,438	216,438	287,215	70,777	33%	70,777	33%
Debt Interest	155,791	187,245	187,245	182,178	(5,067)	-3%	(5,067)	-3%
Total Total Expenditures	2,796,222	4,585,772	3,609,620	5,922,973	1,337,201	29%	2,313,353	64%
Ending Fund Balance	**8,400,457**	**7,301,401**	**9,124,807**	**6,731,992**	**(569,409)**	**-8%**	**(2,392,815)**	**-26%**

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

Function

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

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

Budget Narrative

Sewer Operations

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

Sewer Capital

Significant sewer capital projects planned in 2014 include:

- Sewer Main Replacement Program
- CIPP Sewer Rehabilitation
- Infiltration & Inflow data collection

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. New air emissions regulations require the application for an EPA Title 5 Operating Permit and final determination of required upgrades. The final upgrade of air emissions equipment should begin in late 2014.. The application for renewal of the NPDES permit will take place in April of 2014.

Treatment Plant Capital

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

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

Major 2014 Budget Changes

Capital contributions based on a percentage of solids handling services provided to other agencies will be significantly reduced from prior years.

A State Revolving Fund loan for $1,200,000 will be accepted in 2013 to finance the 2013 switchgear project. The 2.2%, 20 year loan repayment will begin in 2014.

Significant 2014 projects

Incinerator regulatory compliance & improvement
Control System Upgrade
Plant Coatings project
Facility upgrade construction

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

Description	2012 Actuals	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Beginning Fund Balance	**44,428,067**	**43,316,528**	**43,316,528**	**46,307,171**	**2,990,643**	**7%**	**2,990,643**	**7%**
Revenue								
Non-Business Lic/ Permits	3,120	3,000	3,500	3,000	-	0%	(500)	-14%
Utility Charges	7,082,172	6,752,279	6,846,390	6,929,578	177,299	3%	83,188	1%
Investment Interest	5,736	6,054	3,500	3,500	(2,554)	-42%	-	0%
Other Misc. Revenues	-	57,567	57,567	57,567	-	0%	-	0%
Contributed Capital	877,649	1,059,862	621,392	661,487	(398,375)	-38%	40,095	6%
Capital Contributions	41,209	16,081	28,000	28,000	11,919	74%	-	0%
Revenue Bond Proceeds	-	2,000,000	9,539,333	-	(2,000,000)	-100%	(9,539,333)	-100%
Interfund Transfer	-	1,125,280	451,680	664,068	(461,212)	-41%	212,388	47%
Total Revenues	8,009,885	11,020,123	17,551,362	8,347,200	(2,672,923)	-24%	(9,204,162)	-52%
Expenditure								
Depreciation	1,690,861	-	-	-	N/A	N/A	N/A	N/A
Salaries	1,581,990	1,653,859	1,560,327	1,650,330	(3,529)	0%	90,003	6%
Overtime	99,050	73,000	101,129	73,000	-	0%	(28,129)	-28%
Benefits	633,075	677,979	641,897	760,694	82,715	12%	118,797	19%
Uniforms	10,479	11,190	9,409	11,400	210	2%	1,991	21%
Supplies	410,498	482,505	359,200	391,000	(91,505)	-19%	31,800	9%
Fuel Consumed	150,546	90,000	110,000	90,000	-	0%	(20,000)	-18%
Sewer Inventory	163	3,000	-	-	(3,000)	-100%	N/A	N/A
Small Equipment	3,873	16,400	18,000	26,000	9,600	59%	8,000	44%
Professional Services	216,864	1,152,083	508,000	1,050,500	(101,583)	-9%	542,500	107%
Communications	38,507	40,280	40,280	40,000	(280)	-1%	(280)	-1%
Travel	1,448	7,400	5,000	7,400	-	0%	2,400	48%
Advertising	1,525	2,500	2,000	2,500	-	0%	500	25%
Rental/Lease	134,635	124,712	126,912	140,548	15,836	13%	13,636	11%
Interfund Rental	7,308	9,024	9,024	9,420	396	4%	396	4%
Insurance	162,900	157,117	157,049	155,006	(2,111)	-1%	(2,043)	-1%
Public Utility	1,186,799	931,200	1,077,874	1,170,600	239,400	26%	92,726	9%
Repair & Maintenance	72,108	90,000	162,000	175,000	85,000	94%	13,000	8%
Miscellaneous	212,459	211,100	197,000	217,935	6,835	3%	20,935	11%
Intergovernmental Service	103,732	290,000	473,889	408,889	118,889	41%	(65,000)	-14%
Utility Tax	446,049	470,000	475,000	479,750	9,750	2%	4,750	1%
Interfund Transfer Out	9,324	1,125,280	562,590	1,168,346	43,066	4%	605,756	108%
Equipment	-	141,000	590,221	449,500	308,500	219%	(140,721)	-24%
Construction Projects	1,388,656	9,104,110	5,940,691	4,030,789	(5,073,321)	-56%	(1,909,902)	-32%
Interfund Services	431,921	598,589	819,175	854,823	256,234	43%	35,648	4%
Debt Issue Costs	28,898	16,551	-	-	(16,551)	-100%	N/A	N/A
Debt Principal	-	551,542	482,799	393,319	(158,223)	-29%	(89,480)	-19%
Debt Interest	97,758	131,045	131,253	149,971	18,926	14%	18,718	14%
Total Sewer	9,121,424	18,161,466	14,560,719	13,906,720	(4,254,746)	-23%	(653,999)	-4%
Ending Fund Balance	**43,316,528**	**36,175,185**	**46,307,171**	**40,747,651**	**4,572,466**	**13%**	**(5,559,520)**	**-12%**

Fund:	Utility Debt Service Fund		Fund #:	424
Department:			Department #:	71
Cost Center			Cost Center #:	

Function

Debt Service Funds are used to account for the accumulation of resources for and payment of general long-term debt principal, interest, and related costs. The City maintains two debt service funds: the Long Term General Obligations (LTGO) Debt Service Fund and the Utility Debt Service Fund.

As its name indicates, the Utilities Debt Service Fund provides debt service accounting for bond issues that are backed by the City's utility rates for water, sewer and storm water.

Description	2012 Actuals	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Beginning Fund Balance	**-**	**-**	**-**	**842,514**	**842,514**	**NA**	**842,514**	**NA**
Revenue								
Revenue Bond Proceeds	-	-	926,054	-	N/A	N/A	(926,054)	-100%
Interfund Transfers In	-	-	189,115	840,816	840,816	NA	651,701	345%
Total Revenues	-	-	1,115,169	840,816	840,816	NA	(274,353)	-25%
Expenditure								
Debt Principal	-	-	-	160,000	160,000	NA	160,000	NA
Debt Interest	-	-	272,655	680,816	680,816	NA	408,161	150%
Total Total Expenditures	-	-	272,655	840,816	840,816	NA	568,161	208%
Ending Fund Balance	**-**	**-**	**842,514**	**842,514**	**842,514**	**NA**	**-**	**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.

2014 Replacement Schedules:

Police
Patrol car # 776-POL 2009 Ford Crown Victoria
Staff car #411-POL 2008 Ford Crown Victoria

Major 2014 Budget Changes

Decision package #45 added $9,767 to 2014 costs for an automotive diagnostic scan tool.

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

Description	2012 Actuals	2013 Budget	2013 YE Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Beginning Balance	**6,662,893**	**6,536,284**	**6,536,284**	**6,882,445**	**346,161**	**5%**	**346,161**	**5%**
Revenue								
Garage Services	3,336	1,000	8,000	1,000	-	0%	(7,000)	-88%
Interfund Garage Services	19,542	10,000	10,000	10,000	-	0%	-	0%
Investment Income	6,486	6,600	6,500	6,500	(100)	-2%	-	0%
Operations Rental Chg	823,123	819,756	819,756	763,284	(56,472)	-7%	(56,472)	-7%
Replacement Rental Chg	229,680	524,616	524,616	682,324	157,708	30%	157,708	30%
Miscellaneous Revenue	1,775	-	-	-	N/A	N/A	N/A	N/A
Capital Asset Disposition	(144,482)	-	-	15,000	15,000	NA	15,000	NA
Interfund Transfer In	111,700	-	-	-	N/A	N/A	N/A	N/A
Total Revenues	1,051,160	1,361,972	1,368,872	1,478,108	116,136	9%	109,236	8%
Expenditure								
Depreciation	337,943	-	-	-	N/A	N/A	N/A	N/A
Salaries	201,654	228,064	178,000	203,962	(24,102)	-11%	25,962	15%
Overtime	1,057	1,000	1,000	1,000	-	0%	-	0%
Benefits	94,472	100,397	82,000	89,965	(10,432)	-10%	7,965	10%
Uniforms	648	1,000	1,000	1,000	-	0%	-	0%
Supplies	89,712	76,000	96,000	96,500	20,500	27%	500	1%
Fuel Consumed	951	1,000	1,000	1,000	-	0%	-	0%
Resale Supplies	281,944	321,800	300,500	361,700	39,900	12%	61,200	20%
Small Equipment	24,856	8,000	8,000	8,000	-	0%	-	0%
Professional Services	615	1,000	2,000	1,000	-	0%	(1,000)	-50%
Communication	1,419	3,000	1,500	3,000	-	0%	1,500	100%
Rental/Lease	1,041	1,500	1,100	1,500	-	0%	400	36%
Interfund Rental	10,356	8,496	8,496	12,984	4,488	53%	4,488	53%
Insurance	32,530	34,083	34,083	32,701	(1,382)	-4%	(1,382)	-4%
Public Utilities	11,694	14,000	12,000	14,000	-	0%	2,000	17%
Repair and Maintenance	78,737	60,000	60,000	60,000	-	0%	-	0%
Miscellaneous	5,985	6,000	6,000	6,000	-	0%	-	0%
Intergovernmental Service	2,154	2,500	2,500	2,500	-	0%	-	0%
Machinery and Equipment	-	217,532	217,532	72,767	(144,765)	-67%	(144,765)	-67%
Interfund Services	-	10,000	10,000	10,000	-	0%	-	0%
Total Expenditures	1,177,770	1,095,372	1,022,711	979,579	(115,793)	-11%	(43,132)	-4%
Ending Balance	**6,536,283**	**6,802,884**	**6,882,445**	**7,380,974**	**578,090**	**8%**	**498,529**	**7%**

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

Function

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

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Beginning Balance	**55,859**	**55,859**	**55,859**	**55,859**	**-**	**0%**	**-**	**0%**
Revenue								
Total Revenue	-	-	-	-	N/A	N/A	N/A	N/A
Expenditure								
Total Expenditure	-	-	-	-	N/A	N/A	N/A	N/A
Ending Balance	**55,859**	**55,859**	**55,859**	**55,859**	-	0%	-	0%

Fund:	Building Maintenance		Fund #:	016
Department:	Capital Project Funds		Department #:	
Cost Center			Cost Center #:	

Function

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

Budget Narrative

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

Project List

The primary application of Fund 016 this year will be for roofing work at Meadowdale and for increasing the security of City Hall, while addressing its need to be accessible to all citizens.

Major 2014 Budget Changes

Decision package #38 added $280,200 to 2014 costs for ESCO III Project funding.
Decision package #39 added $300,000 to 2014 costs for ESCO IV Project funding.
Decision package #40 added $43,000 to 2014 costs for a Public Safety digital control system.

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Beginning Balance	**212,212**	**214,026**	**214,026**	**97,496**	**(116,530)**	**-54%**	**(116,530)**	**-54%**
Revenue								
Grants	-	-	-	90,000	90,000	NA	90,000	NA
Investment Interest	314	300	-	-	(300)	-100%	N/A	N/A
Interfund Transfer In	56,600	56,600	56,600	589,800	533,200	942%	533,200	942%
Total Revenue	56,914	56,900	56,600	679,800	622,900	1095%	623,200	1101%
Expenditure								
Supplies	573	10,000	-	-	(10,000)	-100%	N/A	N/A
Professional Services	14,275	20,000	24,000	20,000	-	0%	(4,000)	-17%
Repair and Maintenance	40,253	5,000	15,000	668,200	663,200	13264%	653,200	4355%
Construction Projects	-	170,000	134,130	32,000	(138,000)	-81%	(102,130)	-76%
Total Expenditure	55,101	205,000	173,130	720,200	515,200	251%	547,070	316%
Ending Balance	**214,026**	**65,926**	**97,496**	**57,096**	**(8,830)**	**-13%**	**(40,400)**	**-41%**

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

Function

Fund 112 is used to account for transportation improvement projects funded by a variety of sources, including federal and state transportation grants, motor vehicle fuel tax, impact fees, real estate excise tax, and Public Works Trust Fund Loans.

Budget Narrative

The following transportation improvement projects are scheduled to start construction in 2014.

1. Five Corners Roundabout
2. 228th Corridor Improvements
3. 15th St. Walkway
4. 238th St. Walkway
5. 236th St. Walkway
6. Signal Cabinet Upgrades
7. 3rd Ave ADA curb ramp upgrades

The engineering designs and acquisition of right of way are scheduled in 2014 on the following transportation projects:

1. 212th St. SW / 76th Ave Intersection Improvements
2. Sunset Walkway

All of the projects listed have received federal and state transportation grants.

Major 2014 Budget Changes

Decision package #36 added $1,200,000 to 2014 costs for Edmonds Pavement Preservation Program.

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

Description	2012 Actuals	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Beginning Balance	**423,449**	**384,261**	**384,261**	**510,008**	**125,747**	**33%**	**125,747**	**33%**
Revenue								
Grants	1,585,196	4,723,653	1,679,922	7,225,947	2,502,294	53%	5,546,025	330%
Motor Vehicle Fuel Tax	147,410	120,000	116,000	115,000	(5,000)	-4%	(1,000)	-1%
Traffic Impact Fees	29,778	30,000	158,300	105,000	75,000	250%	(53,300)	-34%
Investment Interest	190	102	97	97	(5)	-5%	-	0%
Donations	-	3,042	-	-	(3,042)	-100%	N/A	N/A
Interfund Transfer In	494,328	1,642,732	245,562	1,575,563	(67,169)	-4%	1,330,001	542%
Total Revenues	2,256,902	6,519,529	2,199,881	9,021,607	2,502,078	38%	6,821,726	310%
Expenditure								
Professional Services	980,868	1,272,100	804,279	2,022,300	750,200	59%	1,218,021	151%
Miscellaneous	-	26,428	26,428	-	(26,428)	-100%	(26,428)	-100%
Intangible Rights-Land	-	909,400	407,195	373,000	(536,400)	-59%	(34,195)	-8%
Construction Projects	1,045,215	3,670,132	444,875	6,062,200	2,392,068	65%	5,617,325	1263%
Interfund Services	139,468	326,000	184,345	471,000	145,000	44%	286,655	155%
Interfund Transfer Out	53,497	378,500	130,330	384,043	5,543	1%	253,713	195%
Debt Principal	72,201	72,203	72,203	72,203	-	0%	-	0%
Debt Interest	4,840	4,481	4,481	4,120	(361)	-8%	(361)	-8%
Total Expenditures	2,296,090	6,659,244	2,074,136	9,388,866	2,729,622	41%	7,314,730	353%
Ending Balance	**384,261**	**244,546**	**510,006**	**142,749**	**(101,797)**	**-42%**	**(367,257)**	**-72%**

Fund:	REET 2		Fund #:	125
Department:	Capital Project Funds		Department #:	
Cost Center			Cost Center #:	

REET 2

Function

REET II dollars may be used for public works projects for planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, or improvement of streets, roads, highways, sidewalks, street and road lighting systems, traffic signals, bridges, domestic water systems, storm and sanitary sewer systems, and planning, construction, reconstruction, repair, rehabilitation, or improvement of parks.

Budget Narrative

Proposed parks project details for 2014 are shown in the Capital Improvement Program. In addition to ongoing park improvements, significant developments proposed in this 2013 budget include the completion of the City Park Play and Spray Renovation, 4th Avenue North Cultural Corridor planning, renovation work at Yost Pool, and set aside for the development of Woodway fields. The Parks Department continues to budget to fulfill the goals and objectives of the Parks, Recreation & Open Space Comprehensive Plan.

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

Fund:	REET 2		Fund #:	125
Department:	Capital Project Funds		Department #:	
Cost Center			Cost Center #:	

Description	2012 Actuals	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Beginning Balance	**436,640**	**1,031,760**	**1,031,760**	**671,794**	**(359,966)**	**-35%**	**(359,966)**	**-35%**
Revenue								
Local Real Estate Tax	769,301	765,232	902,243	902,243	137,011	18%	-	0%
Investment Interest	925	600	925	2,100	1,500	250%	1,175	127%
Miscellaneous Revenue	931	-	-	-	N/A	N/A	N/A	N/A
Interfund Transfer In	271,001	12,000	12,000	-	(12,000)	-100%	(12,000)	-100%
Total Revenues	1,042,159	777,832	915,168	904,343	126,511	16%	(10,825)	-1%
Expenditure								
Supplies	43,622	29,000	29,000	30,000	1,000	3%	1,000	3%
Professional Services	99,170	337,000	153,402	195,000	(142,000)	-42%	41,598	27%
Utilities	30,000	-	-	-	N/A	N/A	N/A	N/A
Repair and Maint.	1,544	185,000	87,000	152,712	(32,288)	-17%	65,712	76%
Construction Projects	100,203	100,000	100,000	200,000	100,000	100%	100,000	100%
Interfund Transfer Out	172,500	750,732	905,732	800,000	49,268	7%	(105,732)	-12%
Total Expenditures	447,039	1,401,732	1,275,134	1,377,712	(24,020)	-2%	102,578	8%
Ending Balance	**1,031,760**	**407,860**	**671,794**	**198,425**	**(209,435)**	**-51%**	**(473,369)**	**-70%**

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

Function

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

Description	2012 Actuals	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Beginning Balance	**225,937**	**309,555**	**309,555**	**545,264**	**235,709**	**76%**	**235,709**	**76%**
Revenue								
Local Real Estate Tax-First	769,301	650,000	902,243	902,243	252,243	39%	-	0%
Investment Interest	600	600	2,000	2,000	1,400	233%	-	0%
Total Revenues	769,901	650,600	904,243	904,243	253,643	39%	-	0%
Expenditure								
Miscellaneous	-	-	-	200,000	-	NA	200,000	NA
Interfund Transfer Out	64,677	438,910	638,910	1,088,528	649,618	148%	449,618	70%
Land	-	200,000	-	-	(200,000)	-100%	N/A	N/A
Debt Principal	502,163	17,550	17,550	18,330	780	4%	780	4%
Debt Interest	119,443	12,074	12,074	11,433	(641)	-5%	(641)	-5%
Total Expenditures	686,283	668,534	668,534	1,318,291	649,757	97%	649,757	97%
Ending Balance	**309,555**	**291,621**	**545,264**	**131,216**	**(160,405)**	**-55%**	**(414,048)**	**-76%**

Fund:	Special Projects		Fund #:	129
Department:	Capital Projects Fund		Department #:	
Cost Center			Cost Center #:	

HIGHWAY 99 INTERNATIONAL DISTRICT ENHANCEMENT

Function

This Fund was established to assist with special capital projects. The current project is associated with streetscape enhancements in the International District located on Highway 99. Revenue is from grants, contributions and interest. The City has received three federal Highway Enhancements grants for the project since 2006.

Description	2012 Actuals	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Beginning Balance	**5,841**	**5,733**	**5,733**	**5,733**	**-**	**0%**	**-**	**0%**
Revenue								
Wa St Dot - Sr 99	255,301	222,800	196,947	4,000	(218,800)	-98%	(192,947)	-98%
Total Revenue	255,301	222,800	196,947	4,000	(218,800)	-98%	(192,947)	-98%
Expenditure								
Construction Projects	142,812	171,600	138,351	-	(171,600)	-100%	(138,351)	-100%
Professional Services	89,744	31,700	20,807	2,000	(29,700)	-94%	(18,807)	-90%
Interfund Services	22,853	19,500	37,789	2,000	(17,500)	-90%	(35,789)	-95%
Total Expenditures	255,408	222,800	196,947	4,000	(218,800)	-98%	(192,947)	-98%
Ending Balance	**5,733**	**5,733**	**5,733**	**5,733**	**-**	**0%**	**-**	**0%**

Fund:	Parks Construction		Fund #:	132
Department:	Capital Projects Fund		Department #:	
Cost Center			Cost Center #:	

Function

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

Description	2012 Actual	2013 Budget	2013 Estimate	2014 Budget	$ Change 14-13 Budget	% Change 14-13 Budget	$ Change 14-13 Estimate	% Change 14-13 Estimate
Beginning Balance	**86,794**	**396,823**	**396,823**	**1,435,522**	**1,038,699**	**262%**	**1,038,699**	**262%**
Revenue								
Grants	398,222	516,850	707,500	402,500	(114,350)	-22%	(305,000)	-43%
Park Impact Fees	-	-	25,000	100,000	-	NA	75,000	300%
Parks Donations	106,500	-	135,000	135,000	-	NA	-	0%
Misc Revenue	623	845,000	-	-	(845,000)	-100%	N/A	N/A
Transfer In from 112	11,803	-	-	-	N/A	N/A	N/A	N/A
Transfer In from 117	-	3,000	-	-	(3,000)	-100%	N/A	N/A
Transfer In from 120	5,000	10,000	10,000	-	(10,000)	-100%	(10,000)	-100%
Transfer In from 125	172,500	635,500	790,500	500,000	(135,500)	-21%	(290,500)	-37%
Transfer In from 126	-	-	200,000	200,000	-	NA	-	0%
Transfer In from 127	-	-	1,500	2,500	-	NA	1,000	67%
Transfer In from 422	92,611	-	-	-	N/A	N/A	N/A	N/A
Transfer In from 423	9,324	-	-	-	N/A	N/A	N/A	N/A
Total Revenue	796,583	2,010,350	1,869,500	1,340,000	(670,350)	-33%	(529,500)	-28%
Expenditure								
Supplies	75,671	-	-	-	N/A	N/A	N/A	N/A
Professional Services	76,946	1,907,500	643,000	4,000	(1,903,500)	-100%	(639,000)	-99%
Land	-	-	-	700,000	-	NA	700,000	NA
Construction Projects	228,399	182,700	184,801	1,790,000	1,607,300	880%	1,605,199	869%
Interfund Services	20,395	3,000	3,000	-	(3,000)	-100%	(3,000)	-100%
Interfund Transfer Out	85,143	-	-	-	N/A	N/A	N/A	N/A
Total Expenditure	486,554	2,093,200	830,801	2,494,000	400,800	19%	1,663,199	200%
Ending Balance	**396,823**	**313,973**	**1,435,522**	**281,522**	**(32,451)**	**-10%**	**(1,154,000)**	**-80%**

Fund No.	Capital Improvements Program	2013 Budget	2013 Estimate	2014 Budget
	Transportation Projects- Fund 112			
112	Nonmotorized Trans- Main Street Pedestrian Lighting	220,000	116,847	-
112	Nonmotorized Trans.- Sunset Ave Walkway (Bell St-Casper	88,000	88,000	221,000
112	Nonmotorized Trans-15th St. SW Walkway	-	20,000	354,000
112	Nonmotorized Trans-236th St. SW Walkway	-	20,000	474,000
112	Nonmotorized Trans-238th Walkway from 100th Ave to 10	-	35,000	1,364,600
112	Nonmotorized Trans-ADA Curb Ramp Upgrades Along 3rd /	-	17,000	75,000
112	212th SW @ 76th Ave Intersection Improvements	450,800	79,066	657,000
112	212th SW @ 84th Ave (Five Corners) Roundabout	3,134,200	346,130	2,894,880
112	5th Ave Overlay	774,000	987,732	14,800
112	Citywide Safety Improvements	-	34,000	266,000
112	Flashing Beacons at School Zones	-	37,500	-
112	Main St. @ 9th Ave	10,000	-	10,000
112	SR104 Transportation Corridor Study	-	10,000	40,000
112	SR99 - 228th St. SW Corridor & Safety Improvements	719,700	407,914	2,710,000
112	SR99 Lighting Phase 3	98,000	100,000	592,000
112	Traffic Calming Program	10,000	-	10,000
112	Transportation Plan Update	-	-	90,000
	Transportation Total	5,504,700	2,299,189	9,773,280
	Buildings Maintenance- Fund 116			
016	ADA Repairs	5,000	-	5,000
016	Anderson Center Accessibility	150,000	160,000	-
016	City Hall Security Measures	-	-	20,000
016	Cemetery Building Gutter Replacement	-	-	10,000
016	Meadowdale Roof Replacement	-	-	20,000
016	Public Safety HVAC Repairs	-	5,000	-
016	Senior Center Misc Repairs & Maint.	10,000	10,000	10,000
	Building Maintenance Total	165,000	175,000	65,000

Fund No.	Capital Improvements Program	2013 Budget	2013 Estimate	2014 Budget
	Parks Improvement - Fund 125			
	Park Development Projects			
125	Haines Wharf Park & Walkway	-	8,402	-
125	Anderson Center Field/Court/Library Plaza	30,000	-	30,000
125	Brackett's Landing	5,000	-	5,000
125	City Park	500,000	-	15,000
125	Civic Center Complex	10,000	15,000	10,000
125	Edmonds Marsh/Hatchery	25,000	-	-
125	Fishing Pier/Olympic Beach	10,000	2,000	10,000
125	Former Woodway HS (development dependent upon successful capital campaign)	155,000	-	500,000
125	Maplewood Park	10,000	-	-
125	Marina Beach Park	5,000	5,000	100,000
125	Mathay Ballinger Park	-	100,000	20,000
125	Meadowdale Clubhouse Grounds	5,000	5,000	75,000
125	Seaview Park	-	-	10,000
125	Yost Park/Pool	120,000	120,000	120,000
	Citywide Park Improvements			
125	Citywide Beautification	29,000	29,000	30,000
125	Misc Paving	10,000	10,000	10,000
125	Citywide Park Improvements/Misc Small Projects	40,000	40,000	40,000
125		-	-	25,000
	Trail Development			
125	Misc Unpaved Trail/Bike Path	10,000	10,000	2,712
	Planning			
125	Edmonds Marsh Feasibility Study	50,000	25,000	75,000
	Parks Improvements Total	1,014,000	369,402	1,077,712
	Special Projects- Fund 129			
129	State Route (SR) 99 International District Enhancements	14,700	196,947	4,000
	Special Projects Total	14,700	196,947	4,000
	Parks Construction - Fund 132			
132	City Park Spray Park	1,300,000	600,000	735,000
132	Dayton Street Plaza	-	168,000	-
132	Interurban Trail	-	19,801	-
132	Senior Center Parking Lot	500,000	-	-
132	Former Woodway HS Improvements	-	-	655,000
132	4th Ave Corridor Enhancements	-	-	200,000
132	4th Avenue Cultural Corridor Planning	25,000	43,000	4,000
132	4th Avenue Interpretive Signage	23,000	-	-
132	Waterfront Aquistion, Demo, rehab	-	-	900,000
	Parks Construction Total	1,848,000	830,801	2,494,000

Fund No.	Capital Improvements Program	2013 Budget	2013 Estimate	2014 Budget
	Water Projects			
421	2011 Replacement Program	-	2,410	-
421	2012 Replacement Program	10,000	1,970	-
421	2012 Waterline Overlays	5,000	805	-
421	2013 Replacement Program	2,092,980	1,574,720	3,000
421	2014 Replacement Program	95,000	95,000	1,709,639
421	2014 Waterline Replacement Overlays	-	-	250,000
421	2015 Waterline Replacement	-	-	95,180
421	224th Waterline Replacement	-	168,000	2,000
421	5th Ave Overlay	222,500	301,000	-
421	76th Ave Waterline Replacement	490,800	762,705	3,000
421	Main Street Waterline Replacement	-	35,000	665,000
	Total Water Projects	2,916,280	2,941,610	2,727,819
	Drainage Projects			
422	Citywide Drainage Replacement, Extension	149,000	147,000	154,000
422	Dayton Street Storm Improvements (6th Ave to 8th Ave)	40,000	23,000	365,000
422	Improvements - 88th & 194th	-	-	165,000
422	Lake Ballinger Basin Study and Associated Projects	106,000	70,000	55,000
422	Northstream Pipe Abandonement on Puget Drive	10,000	11,000	55,000
422	Perrinville Creek High Flow Management Projects	-	-	100,000
422	Perrinville Creek Stormwater Flow Reduction Retrofit Study	200,000	215,000	172,772
422	Public Works Yard Water Quality Upgrades (Vehicle Wash	263,500	130,450	154,000
422	Shellbarger Cr/Willow Cr/Edmonds Marsh Feasibility Stuc	100,000	108,000	500,000
422	Storm Drainage Alternatives Study (Dayton St & SR104)	283,000	80,000	98,000
422	SW Edmonds-Connected Sumps on 238th St. to Hickman Pa	646,260	303,510	89,290
422	Talbot Road / Perrinville Creek Drainage Improvement anc	-	85,000	-
422	Video Assessment of Stormwater Lines	-	-	250,000
	Total Drainage System Projects	1,797,760	1,172,960	2,158,062

Fund No.	Capital Improvements Program	2013 Budget	2013 Estimate	2014 Budget
	Sewer System Projects			
423	2012 Sewer Main Replacement Program	1,224,500	68,693	1,471,023
423	2013 CIPP	-	220,778	2,000
423	2013 Sewer Main Replacement Program	1,982,000	102,411	2,349,589
423	2014 CIPP	-	-	529,600
423	2015 Sewer Main Replacement Program	-	-	125,000
423	224th Sewer Main Replacement	-	207,784	2,000
423	Lift Station 3, 4, 5, 9, 10, 11, 12,14 & 15	3,484,900	4,508,828	245,000
423	Meter Installations	72,600	-	20,000
423	Meter Installations Basin LS-01	-	-	72,600
423	Sewer Comprehensive Plan Update	99,100	126,187	-
423	Smoke Test in Basin LS-01	75,000	-	75,000
	Total Sewer System Projects	6,938,100	5,234,681	4,891,812
	Waste Water Treatment Plant Projects			
423	Repair and Replacement	992,000	1,442,669	511,000
423	Upgrades	650,000	127,980	395,000
423	Studies and Consulting	150,000	222,000	75,000
	Total Waste Water Treatment Plant Projects	1,792,000	1,792,649	981,000

Salary Range Table

Elected Officials	Minimum	Maximum
Council Member Position	$12,000	$12,000
Council President	14,400	14,400
Judge	75,524	75,524
Mayor	117,091	117,091

Non-Represented	Minimum	Maximum
Accounting Supervisor	$71,496	$95,820
Assistant Police Chief	100,608	134,820
Associate Planner	61,764	82,764
Building Official	82,764	110,916
Capital Projects Manager	68,088	91,248
City Clerk	78,828	105,636
City Engineer	100,608	134,820
Community Services & Economic Development Director	105,636	141,564
Court Administrator	75,072	100,608
Cultural Services Manager	71,496	95,820
Engineering Program Manager I	64,860	86,904
Executive Assistant Confidential	56,028	75,072
Executive Assistant To The Mayor	58,821	78,826
Facilities Manager	78,828	105,636
Finance Director	105,636	141,564
Fleet Manager	71,496	95,820
Human Resources Analyst	58,824	78,828
Human Resources Manager	82,764	110,916
Information Services Supervisor	71,496	95,820
Parks And Recreation Director	105,636	141,564
Parks Maintenance Manager	71,496	95,820
Planning Manager	86,904	116,460
Police Chief	116,460	156,072
Public Disclosure & Records	20,904	28,014
Public Works Director	110,916	148,644
Recreation Services Manager	71,496	95,820
Recycling Coordinator	56,028	75,072
Senior Planner	68,088	91,248
Senior Utilities Engineer	78,828	105,636
Stormwater Engineer Manager	78,828	105,636
Street/Storm Manager	82,764	110,916
Transportation Engineer	78,828	105,636
Wastewater Treatment Plant Manager	91,248	122,292
Wastewater Treatment Plant Supervisor	75,072	100,608
Water/Sewer Manager	82,764	110,916

Salary Range Table

Police Non-Commissioned	Minimum	Maximum
Animal Control Officer	$48,385	$59,988
Domestic Violence Coordinator	48,385	59,988
Part Time Administrative Assistant	40,527	50,270
Police Services Assistant	43,219	53,687
Property Officer/Evidence Technician	45,606	56,537
Senior Animal Control Officer	50,892	63,158

Police Guild	Minimum	Maximum
Administrative Sergeant	$86,004	$88,200
Corporal	80,388	82,464
Detective Corporal	80,388	82,464
Police Officer 1st Class	64,716	76,704
Police Officer 2nd Class	57,444	59,508
Professional Standards Sergeant	86,004	88,200
Sergeant	86,004	88,200

Teamsters	Minimum	Maximum
Building Maintenance Operator	$53,393	$64,937
Cemetery Sexton	56,066	68,204
City Electrician	61,864	75,192
Custodian	37,968	46,116
WWTP Instrument Technician/Plant Electrician	58,820	71,620
WWTP Laboratory Technician	58,820	71,620
Stormwater Maintenance Lead Worker	61,864	75,192
Water Maintenance Lead Worker	61,864	75,192
Maintenance Custodian	39,850	48,440
Senior Parks Maintenance Worker-Horticulturist	50,837	61,862
Parks Maintenance Lead Worker	61,864	75,189
Parks Maintenance Mechanic	53,393	64,937
Senior Parks Maintenance Worker	50,837	61,862
WWTP Pre-Treatment Technician	58,820	71,620
Mechanic	56,066	68,204
Sewer Maintenance Lead Worker	61,864	75,189
Sewer Maintenance Worker	46,124	56,066
Senior Sewer Maintenance Worker	50,837	61,862
Storm Maintenance Worker	43,890	53,393
Senior Storm GIS Technician/Maintenance Worker	53,393	64,937
Senior Storm Maintenance Worker	50,837	61,862
Street Maintenance Lead Worker	61,864	75,393

Salary Range Table

Teamsters (Continued)	Minimum	Maximum
Senior Street Maintenance Worker	50,837	61,862
Traffic Control Technician	53,393	64,937
Mechanic	53,393	64,937
Senior Water Maintenance Worker	50,837	61,862
Senior Mechanic	53,393	64,937
Water Meter Reader	41,810	50,837
Water Quality Control Technician	56,066	68,204
WWTP Lead Maintenance Mechanic	61,864	75,189
WWTP Lead Operator	61,864	75,189
WWTP Maintenance Mechanic	53,539	64,937
Senior WWTP Mechanic	56,066	68,204
WWTP Operator	56,066	68,204

SEIU	Minimum	Maximum
Accountant	$66,948	$83,040
Accounting Specialist	49,608	61,524
Administrative Assistant	49,608	61,524
Business License Clerk	44,376	55,020
Code Enforcement Officer	59,124	73,260
Community Services Program Coordinator	59,124	73,260
Court Clerk	41,676	51,672
Deputy City Clerk	49,608	61,524
Engineering Technician II	55,740	69,120
Engineering Technician III	63,144	78,276
Executive Assistant Confidential	52,716	65,412
GIS Analyst	66,948	83,040
Information Systems Specialist	63,144	78,276
Part Time IT Assistant	49,608	61,524
Permit Coordinator	49,608	61,524
Plans Examiner	59,124	73,260
Probation Officer	52,716	65,412
Recreation Coordinator	63,144	78,276
Recreation Leader	33,096	41,004
Recreation Leader - Gymnastics	14,560	20,800
Recreation Leader - Interpretive	14,560	20,800
Recreation Specialist	31,200	39,000
Senior Permit Coordinator	41,676	51,672
Stormwater Technician	55,740	69,120

Contract Positions	Minimum	Maximum
Senior Executive Asst To City Council	28,219	28,219