

City of Edmonds, Washington 2015 Proposed Budget



By Janine Harles

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

Dave Earling, Mayor

TABLE OF CONTENTS

Table of Contents	1	2014 Debt Service (232).....	67
Mayor’s Budget Message	3	Firemen’s Pension (617)	68
Proposed Budget Ordinance	7	Police 41	
Organization Chart	12	Department Summary	69
City Officials	13	Administration	72
Financial Plan	14	Records Management.....	74
Strategic Outlook	15	Investigation	76
Graphs & Tables	17	Patrol.....	78
Employee Count by Department	17	Special Operations	80
Property Tax New Construction.....	17	K-9 Unit	81
2015 Revenue Summary – All Funds.....	18	Training	82
2015 Expenditure Summary – All Funds.....	19	Ordinance Enforcement.....	84
2015 Budget Summary – All Funds	20	Traffic	85
Budgeted Revenues by Fund (All Funds)	21	Property Management.....	86
Budgeted Expenditures by Fund (All Funds) ..	21	Dispatch	87
Change in Ending Fund Balance – All Funds ..	22	Drug Enforcement (104)	88
2015 Revenue Summary – All Funds.....	23	Community Services / Economic Dev. 61	
2015 Revenue Budget by Type (All Funds)	24	Department Summary	90
2015 Expenditure Budget by Type (All Funds)	24	Community Services.....	92
2015 Expenditure Summary – All Funds	25	Economic Development	93
2015 General Fund Revenue.....	26	Hotel/Motel Tax (120)	94
Percentage General Revenue by Type.....	27	Development Services 62	
General Expenditures by Department	28	Department Summary	96
Property Tax.....	29	Administration	98
2015 Decision Packages	30	Building Division.....	100
Legislative 11		Planning Division.....	102
Department Summary	33	Historic Preservation (014)	104
Mayor’s Office 20		Parks, Recreation, and Cultural Services 64	
Department Summary	36	Department Summary	105
Administration	38	Administration	108
Human Resources	40	Recreation & Cultural Services.....	110
City Clerk.....	42	Discovery Programs	112
City Attorney.....	44	Aquatics	113
Sister City Commission (138)	46	Athletics	114
Municipal Court 23		Day Camps	115
Department Summary	49	Fitness	116
Finance and Information Services 30		Gymnastics.....	117
Department Summary	52	Meadowdale Preschool	118
Finance.....	54	Parks Maintenance	120
Fiber Optic Project	55	Flower Program	122
Information Services.....	56	Municipal Arts (117).....	124
Non-Departmental.....	58	Memorial Street Tree (118)	127
LEOFF Medical Insurance Reserve (009).....	60	Youth Scholarship (122)	128
Risk Management Reserve Fund (011)	61	Tourism Promotion/Arts (123).....	129
Contingency Reserve Fund (012)	62	Gifts Catalog (127)	130
Employee Parking Permit (121)	63	Cemetery Maintenance/Improvement (130)	132
LID Fund Control (211).....	64	Parks Trust (136)	134
LID Guaranty (213).....	65	Cemetery Maintenance Trust (137).....	136
LTGO Debt Service (231)	66		

Public Works 60

Department Summary 137
 Administration 140
 Facilities Maintenance 142
 Engineering 144
 Street (111) 146
 Transportation Benefit District (139) 148
 Water Utility (421) 150
 Storm Water Utility (422) 152
 Sewer/WWTP (423) 154
 Utility Debt Service Fund (424) 157
 Equipment Rental (511) 158

Capital Projects

Multimodal Transportation (013) 160
 Building Maintenance (016) 161
 Street Construction/Improvement (112) 162
 REET 2 (125) 164
 Special Capital/Park Acquisition (126) 166
 Special Projects (129) 167
 Parks Construction (132) 168
 Proposed 2013-14 Capital Program 169
 Salary Range Table 172

Fund Cross Reference

009 LEOFF Medical Insurance Reserve 60
 011 Risk Management Reserve Fund 61
 012 Contingency Reserve Fund 62
 013 Multimodal Transportation 160
 014 Historic Preservation 104
 016 Building Maintenance 161
 104 Drug Enforcement 88
 111 Street 146
 112 Street Construction/Improvement 162
 117 Municipal Arts Acquisition 124
 118 Memorial Street Tree 127
 120 Hotel/Motel Tax 94
 121 Employee Parking Permit 63
 122 Youth Scholarship 128
 123 Tourism Promotion/Arts 129
 125 REET 2 164
 126 Special Capital/Parks Acquisition 166
 127 Gifts Catalog 130
 129 Special Projects Fund 167
 130 Cemetery Maintenance/Improvement 132
 132 Parks Construction 168
 136 Parks Trust 134
 137 Cemetery Maintenance Trust 136
 138 Sister City Commission 46
 139 Transportation Benefit District 148
 211 LID Fund Control 64
 213 LID Guarantee 65
 231 LTGO Debt Service 66
 232 2014 Debt Service 67
 421 Water Utility Fund 150
 422 Storm Water Utility Fund 152
 423 Sewer / WWTP Utility Fund 154
 424 Utility Debt Service Fund 157
 511 Equipment Rental 158
 617 Firemen’s Pension 68



2015 Budget Message

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

I am pleased to present to you the 2015 Edmonds City Budget. Every budget year provides a new adventure. 2015 is no exception. As you will recall in my first budget for 2013, with the then current trying economic conditions, we had to make dramatic budget reductions amounting to \$1.5M from the General Fund.

In turn, with an improving economy and careful budget management during 2013, we stabilized a bit and were able to make improvements for this year including; reviving a street repaving program, purchasing some one time equipment upgrades and adding a few new staff positions.

The very good news for the region and nation this past year is the economy continues to improve. The same is true in Edmonds. Our sales tax receipts continue to grow, property values continue to stabilize and improve which creates additional revenue and, for Edmonds, we have strong increases in home construction as well as several commercial projects. The economic outlook is quite good.

As I said in my opening comments, every budget year is a new adventure, and this year is no exception. As we let you know a few weeks ago, Fire District One advised us our rates would be going up because of their negotiated union agreement. We expected an increase and there were rumors of a number, but nothing definitive until we received an invoice on August 21 for two-years of retroactive collection (which is allowed in the contract) totaling \$1.67M. In addition to the \$1.67M, we will have cost increases for 2015 which will not be determined until 2015 union negotiations are completed. We have, however, added a placeholder of \$978,000 for that cost in the budget.

These changes dramatically alter our current year projections and, depending on the 2015 increase, will also have long-term financial implications for our community. This is our new yearly adventure! We have been meeting with FD 1 to better understand the increases and identify what other options are available to us. We are working to reduce the \$1.67M and I am hopeful we will be successful.

While our current FD 1 projections have altered our financial projections there is still much good news to share. As mentioned earlier, with the continued strong regional economy we will be able to absorb increased costs in health care, staff wage increases, Fire District costs and still make substantial increases from the dismal reductions forced by the "Great Recession" at the end of the last decade and the beginning of the current decade.

Our projected 2014 revenues are 3.6% higher than the 2013 actual revenues. And 2015 projected revenues are 2.1% higher than 2014 revenues. The Snohomish County Assessor indicates expected home values will increase 10.8% in 2015. As mentioned earlier, sales tax revenue continues to grow, led by automotive sales and construction. Finally, our 2015 utilities revenue are projected to be 2.1% higher than 2014.

With the increased obligation from FD 1, the one major and frustrating decision I have made is choosing not to add any newly-created staffing positions for 2015. There are a few positions we added during development of the 2014 Budget and I am recommending we continue these positions into 2015 and one position I am expanding from a ½ time position to a ¾ time position. I am not comfortable in adding new positions with the long-term financial implications that entails.

While I acknowledge we do have some new staffing needs, especially in public safety, being cautious for a year is the prudent decision. The focus for 2015 will once again be on one-time improvements.

So what progress can we expect? There are several important pieces of Public Works infrastructure as well as improvements in the way in which we can provide more and better information access for the public and staff. In addition, there will active work on many of our capital facility projects.

As you know, this year for the first time in five years, we began repaving our streets with a budget of \$1.2M. This next year I have increased that budget to \$1.56M. We need to be as aggressive as possible with the repaving because streets not repaved will continue to deteriorate. We need to catch up. At some point, the community will need to grapple with how, in the long term, we maintain our ongoing resurfacing needs.

One of the other ongoing issues for the community is how to quiet the train horn blasts from each train as they approach our at-grade crossings at Main and Dayton. For 2015, I have included \$50,000 for the engineering and design of a Track Side Warning System. Such a system increases crossing safeguards and has only a localized horn signal. Ultimately construction and completion will cost several hundred thousand dollars.

Our Public Works Capital Projects will continue. Our staff continues to be successful in gaining needed grant dollars. While water line, sewer line, lift stations and traffic safety modifications are not very glamorous, the ongoing replacements and upgrades are necessary to maintain infrastructure and the quality of life we expect. Also in the works for 2015 are significant improvements such as the major project at Highway 99 and 228th SW, important improvements for traffic flow in the intersection of 212th and 76th, and two crucial Safe Routes to School sidewalk projects.

We will continue to improve public access to information by upgrading public information software which will make it easier for the public to follow Council meeting agendas and retrieve related data. In addition Development Services will digitize planning maps, plans and documents for easier access to historical files and to reduce the number of public records requests. We will also continue updating our City Code.

The budget also includes monies to complete important work of the two consultants hired under the Community Development/Economic Development Department for the Strategic Action Plan and Communications.

Next year our Parks Department will see several major projects move forward. Besides our continued success in obtaining grants, Edmonds has gained statewide recognition for the quality of our parks. Among the projects scheduled next year are; the completion of the City Park Spray Pad, which will be part of the major upgrade in the children's play area; a complete overhaul and repair of the Fishing Pier; and opening the new Woodway Athletic Complex in coordination with the Edmonds School District.

Council will recall I set aside \$400K last year for projects they may be interested in which were not included in the budget. With the cautious approach to next year's budget, I am including \$250K for such projects.

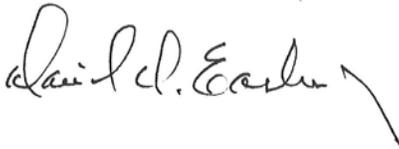
One cautionary note I must put before you is the anticipated, but unknown, yearly increase still to come from Fire District 1. Our Finance Director has expressed concern that the ongoing increase of, for instance, the \$978,000 which we have a placeholder for in next year will have long-term consequences which could begin to drain the reserves we have so carefully built and desire to maintain.

To counter-balance that drain we must very thoughtfully seek new revenues and look for cost efficiencies. Yes, of course the economy has improved. Yes, automobile sales are strong. Yes, we have made dramatic improvements in our sales tax income. Yes, real estate excise tax has been very good. And yes, residential and commercial construction has been vigorous. But we must remember, as the economy shifts, this revenue will also shift.

In 2015, with the stronger economy, we can look forward to: important one-time expenditures to improve our city's infrastructure; upgrade our technology; create more effective channels to handle communications with the community; continue to maintain and improve parks and open spaces; and the preservation of the quality of life our citizens expect and deserve.

In conclusion, I look forward to working with the Council and staff to bring the 2015 Budget to conclusion. I would be remiss if I did not mention the fine work our new Finance Director, his staff and our Director's had in formulating the budget put before you this evening. There has been compromise, hard work, and innovation on all of their parts.

Thank you.

A handwritten signature in black ink that reads "David O. Earling". The signature is written in a cursive style and includes a long, sweeping tail that extends to the right.

David O. Earling
Mayor



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ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF EDMONDS, WASHINGTON,
RELATING TO THE BUDGET FOR FISCAL YEAR
COMMENCING JANUARY 1, 2015 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 2015, 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, 2015, 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 3, 2014 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 2015, 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, 2015.

APPROVED:

MAYOR, DAVID O. EARLING

ATTEST/AUTHENTICATE:

CITY CLERK, SCOTT PASSEY

2015 Budget Ordinance

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 _____, 2014, 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 2015; 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 _____, 2014.

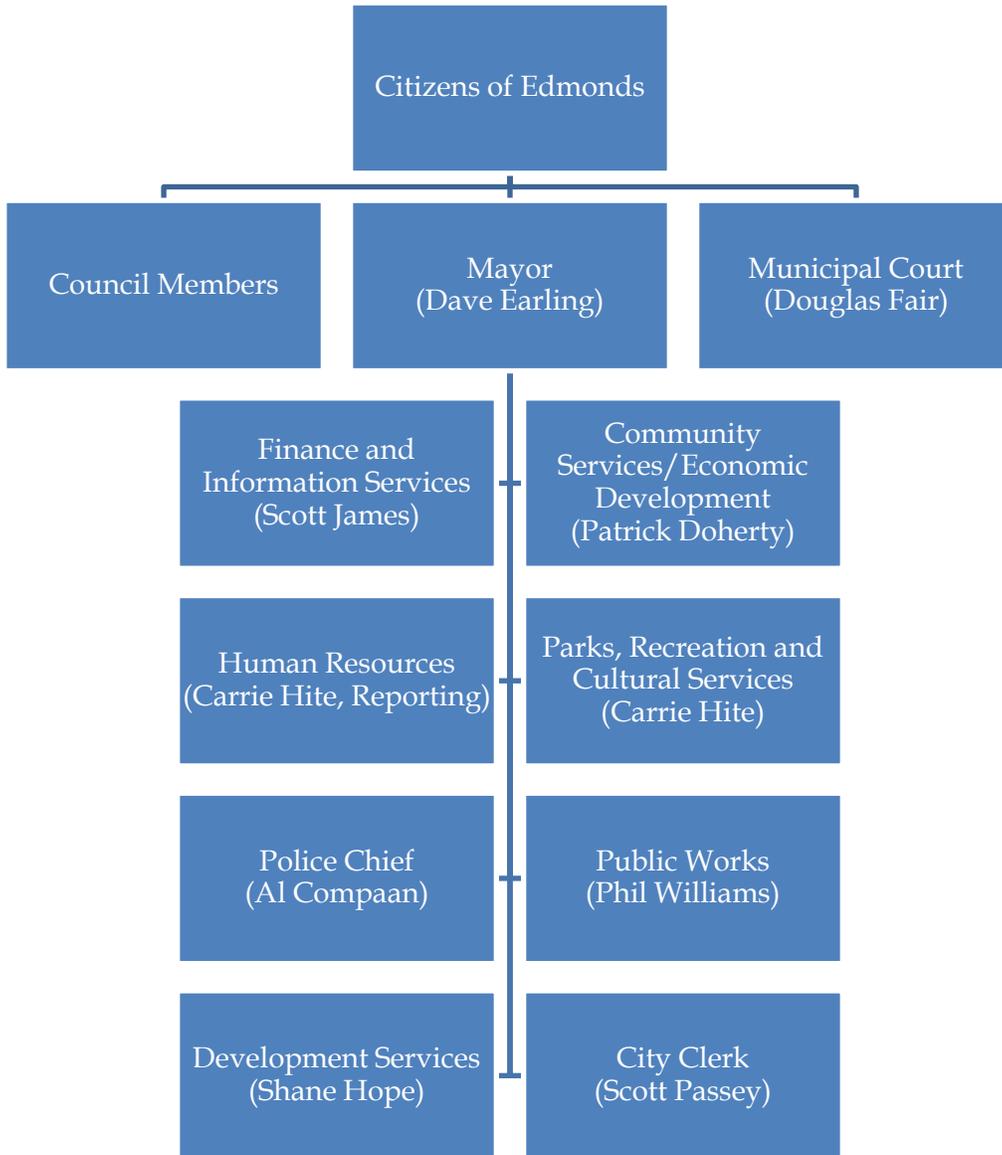
CITY CLERK, SCOTT PASSEY

EXHIBIT "A" 2015 BUDGET SUMMARY BY FUND

Fund No.	Fund Description	Revenue	Expenditure	Difference (Rev - Exp) *
001	General Fund	\$ 36,426,741	\$ 38,705,643	\$ (2,278,902)
009	LEOFF Medical Insurance Reserve Subfund	\$ 276,200	\$ 361,825	\$ (85,625)
011	Risk Management Reserve Subfund	\$ 1,180	\$ -	\$ 1,180
012	Contingency Reserve Subfund	\$ 19,800	\$ 800,000	\$ (780,200)
014	Historic Preservation Gift Fund	\$ 7,500	\$ 7,900	\$ (400)
016	Building Maintenance Subfund	\$ 356,600	\$ 380,000	\$ (23,400)
104	Drug Enforcement Fund	\$ 43,000	\$ 81,033	\$ (38,033)
111	Street Fund	\$ 1,729,030	\$ 1,714,315	\$ 14,715
112	Street Construction Fund	\$ 7,458,211	\$ 7,395,107	\$ 63,104
117	Municipal Arts Acquisition Fund	\$ 78,859	\$ 134,275	\$ (55,416)
118	Memorial Tree Fund	\$ 61	\$ -	\$ 61
120	Hotel/Motel Tax Fund	\$ 67,675	\$ 55,000	\$ 12,675
121	Employee Parking Permit Fund	\$ 20,564	\$ 26,871	\$ (6,307)
122	Youth Scholarship Fund	\$ 1,240	\$ 3,000	\$ (1,760)
123	Tourism Promotional Arts Fund	\$ 22,900	\$ 21,500	\$ 1,400
125	REET 2	\$ 904,000	\$ 2,461,000	\$ (1,557,000)
126	Special Capital/Parks Acquisition	\$ 902,000	\$ 731,400	\$ 170,600
127	Gifts Catalog Fund	\$ 46,478	\$ 43,795	\$ 2,683
129	Special Projects Fund	\$ -	\$ -	\$ -
130	Cemetery Maintenance/Imp. Fund	\$ 164,500	\$ 158,325	\$ 6,175
132	Parks Construction Fund	\$ 4,998,765	\$ 5,162,900	\$ (164,135)
136	Parks Trust Fund	\$ 533	\$ -	\$ 533
137	Cemetery Maintenance Fund	\$ 11,970	\$ -	\$ 11,970
138	Sister City Commission Fund	\$ 10,212	\$ 10,400	\$ (188)
139	Transportation Benefit District Fund	\$ 650,000	\$ 650,000	\$ -
211	LID Control Fund	\$ 22,600	\$ 28,567	\$ (5,967)
213	LID Guaranty Fund	\$ 28,627	\$ -	\$ 28,627
231	2012 LTGO Debt Service Fund	\$ 667,693	\$ 667,693	\$ -
232	2014 Debt Service Fund	\$ 925,310	\$ 925,310	
421	Water Utility Fund	\$ 7,581,442	\$ 9,757,910	\$ (2,176,468)
422	Water Utility Fund	\$ 3,681,407	\$ 6,618,792	\$ (2,937,385)
423	Water Utility Fund	\$ 9,833,310	\$ 14,267,292	\$ (4,433,982)
424	Water Utility Fund	\$ 844,416	\$ 845,416	\$ (1,000)
511	Equipment Rental Fund	\$ 1,502,567	\$ 1,672,461	\$ (169,894)
617	Firemen's Pension Fund	\$ 65,350	\$ 77,629	\$ (12,279)
	Totals	\$ 79,350,741	\$ 93,765,359	\$ (14,414,618)

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

City of Edmonds, Washington 2015 Organization Chart



CITY OFFICIALS**2015 CITY COUNCIL**

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

Diane Buckshnis
 Kristiana Johnson
 Strom Peterson
 Adrienne Fraley-Monillas
 Joan Bloom
 Thomas Mesaros
 Lora Petso

CITY ADMINISTRATION

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

Dave Earling
 Scott James
 Patrick Doherty
 Carrie Hite
 Phil Williams
 Al Compaan
 Carrie Hite, Reporting Director
 Douglas Fair
 Shane Hope
 Scott Passey

2015 BUDGET PREPARED BY:**FINANCE DEPARTMENT PERSONNEL**

Finance Director
 Accountant
 Accounting Supervisor
 Accounting Specialist
 Accounting Specialist
 Accounting Specialist
 Accounting Specialist

Scott James
 Deb Sharp
 Sarah Mager
 Lori Palmer
 Nori Jacobson
 Denise Kenyon
 Sue Satterlund

FINANCIAL PLAN

Introduction

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

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

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

**STRATEGIC OUTLOOK
CITY OF EDMONDS
TOTAL REVENUES & EXPENDITURES
2012 - 2019 ANALYSIS**

	2012	2013	2014	2015	2016	2017	2018	2019
General, Risk & Contingency Funds	Actual	Actual	Projected	Budget	Outlook	Outlook	Outlook	Outlook
Beginning Fund Balances	\$8,971,409	\$10,027,453	\$12,598,371	\$12,243,656	\$9,185,734	\$8,065,088	\$6,722,616	\$5,220,064
Revenues								
Property Taxes	13,464,310	13,564,946	13,816,669	13,980,499	14,174,872	13,412,937	13,608,967	13,794,830
Retail Sales Tax	5,007,511	5,429,060	5,750,000	5,627,000	5,638,000	5,666,000	5,694,000	5,723,000
Other Sales Tax	550,394	589,929	599,300	586,500	587,600	590,500	593,400	596,400
Utility Tax	6,340,636	6,431,457	6,591,420	6,732,519	6,797,700	6,827,600	6,858,000	6,888,600
Other Taxes	281,009	282,001	284,750	286,250	287,750	289,250	290,750	292,250
Licenses/Permits/Franchise	1,270,263	1,379,673	1,410,470	1,389,770	1,390,200	1,390,630	1,391,060	1,394,490
Construction Permits	415,933	479,193	550,000	480,000	457,400	439,700	421,900	404,000
Grants	11,013	58,376	76,176	36,500	10,500	10,500	10,500	10,500
State Revenues	744,353	665,355	672,752	676,080	682,600	684,310	686,030	687,750
Intergov't Service Charges	220,140	196,008	208,013	164,500	164,500	164,500	164,500	164,500
Interfund Service Charges	1,582,601	1,742,529	1,902,000	1,969,500	1,902,000	1,902,000	1,902,000	1,902,000
Charges for Goods & Services	2,343,795	2,633,431	2,739,862	2,710,986	2,520,670	2,486,645	2,449,898	2,426,628
Fines & Forfeits	598,398	639,896	604,350	602,450	610,750	613,950	617,150	620,350
Misc Revenues	411,874	433,492	351,560	382,992	397,282	410,435	435,284	461,048
Financing Sources	-	-	2,763,314	-	-	-	-	-
Transfers	114,000	802,732	1,503,000	822,175	-	-	-	-
Total Revenues	33,356,230	35,328,078	39,823,636	36,447,721	35,621,824	34,888,957	35,123,438	35,366,346
Revenue Growth / (Decline)	1.6%	5.9%	12.7%	-8.5%	-2.3%	-2.1%	0.7%	0.7%
Expenses								
Labor	12,440,255	\$12,520,670	13,098,219	13,935,860	14,195,400	14,458,400	14,747,600	15,042,600
Benefits	4,154,742	\$4,228,496	4,712,029	5,148,104	5,270,272	5,395,900	5,503,800	5,613,900
Supplies	574,195	\$415,167	609,467	516,437	499,770	502,300	502,300	502,300
Services	3,375,694	\$4,615,402	5,241,546	5,464,228	5,025,500	5,072,800	5,069,800	5,069,800
Intergov't	8,674,487	\$8,028,837	8,961,528	10,294,042	9,494,000	9,494,000	9,494,000	9,494,000
Capital	13,097	\$36,779	262,721	53,800	40,000	40,000	40,000	40,000
Debt Service	1,439,260	\$1,196,699	3,024,121	280,387	214,939	213,726	213,017	213,310
Transfers	1,024,419	\$1,521,587	4,268,720	3,812,785	2,002,589	1,054,303	1,055,473	1,052,381
Interfund	604,037	\$193,523	-	-	-	-	-	-
Total Expenses	32,300,186	32,757,160	40,178,351	39,505,643	\$36,742,470	\$36,231,429	\$36,625,990	\$37,028,291
Expense Growth / (Decline)	0.8%	1.4%	22.7%	-1.7%	-7.0%	-1.4%	1.1%	1.1%
Change in Ending Fund Balance	1,056,044	2,570,918	(354,715)	(3,057,922)	(1,120,646)	(1,342,472)	(1,502,552)	(1,661,945)
Ending Fund Balance	10,027,453	12,598,371	12,243,656	9,185,734	8,065,088	6,722,616	5,220,064	3,558,119

**STRATEGIC OUTLOOK
CITY OF EDMONDS
GENERAL FUND FUND BALANCE
2012 - 2019 ANALYSIS**

	2012	2013	2014	2015	2016	2017	2018	2019
	Actual	Actual	Projected	Budget	Outlook	Outlook	Outlook	Outlook
Operating, Risk & Contingency Fund Balance								
General Operations (001)	4,635,301	6,834,380	6,989,685	4,710,783	3,556,575	2,169,017	598,162	(1,156,221)
Risk Management Fund 011	114,000	387,195	724,375	725,555	730,997	738,307	749,381	764,369
General Operations Contingency (012)	5,278,152	5,376,796	4,529,596	3,749,396	3,777,516	3,815,292	3,872,521	3,949,971
Subtotal - Operating, Risk & Contingency	10,027,453	12,598,371	12,243,656	9,185,734	8,065,088	6,722,615	5,220,064	3,558,119
Other Specific General Fund Fund Balances								
LEOFF Medical Insurance Fund (009)	388,509	440,744	517,025	431,400	460,116	453,666	442,916	413,616
Multimodal Transportation Fund (013)	55,859	55,859	55,859	55,859	55,859	55,859	55,859	55,859
Historic Preservation Gift Fund (014)	1,062	1,062	1,062	662	662	662	662	662
Building Maintenance Fund (016)	214,026	64,762	314,001	290,601	130,949	127,549	124,149	125,749
Subtotal - Other General Fund Fund Balances	659,456	562,427	887,947	778,522	647,586	637,736	623,586	595,886
Total General Fund Fund Balance	10,686,909	13,160,798	13,131,603	9,964,256	8,712,674	7,360,351	5,843,650	4,154,005
<i>Fund Balance as a % of Current Year Revenue</i>	29.32%	36.11%	36.03%	27.34%	23.90%	20.19%	16.03%	11.40%

Employee Count by Department

Department	2013 Actuals	2014 Actuals	2015 Budget
City Council	0.5	0.5	0.5
Mayor/City Clerk	6.5	6.5	6.75
Human Resources	2.0	2.5	2.5
Court	7.0	7.0	7.0
Finance	7.0	7.0	7.0
Information Services	3.5	4.0	4.0
Police	61.0	63.0	63.0
Community Services	2.0	2.0	2.0
Development Services	13.0	15.0	15.0
Parks, Recreation, and Cultural Services	21.0	23.1	23.6
Public Works Admin/Facilities	12.6	13.6	13.6
Engineering	12.0	14.0	14.0
Streets/Storm	14.3	15.0	15.0
Water/Sewer/Treatment Plant	33.1	32.4	32.4
Equipment Rental	3.0	3.0	3.0
	198.5	208.6	209.4

Property Tax New Construction

Year	Total Assessed Value (AV)	New Construction Assessment	Regular Property Tax Revenue from New Construction	% New Construction to AV
2015	\$ 6,764,184,916	\$ 26,567,300	\$ 42,478	0.4%
2014	6,126,006,779	20,626,579	36,333	0.3%
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%

2015 REVENUE SUMMARY - ALL FUNDS

Fund		2013 Actuals	2014 Budget	2014 Estimate	2015 * Budget	Change 15-14 Estimate	Change 15-14 Estimate
GENERAL FUND	001 General Fund	\$ 34,527,403	\$ 39,027,697	\$ 39,166,656	\$ 36,426,741	\$ (2,739,915)	-7.00%
	009 LEOFF Medical Insurance Reserve Subfund	350,641	594,946	376,186	276,200	(99,986)	-26.58%
	011 Risk Management Reserve Subfund	702,029	903,858	637,180	1,180	(636,000)	-99.81%
	012 Contingency Reserve Subfund	98,644	527,115	19,800	19,800	-	0.00%
	014 Historic Preservation Gift Fund	5,278	8,000	7,000	7,500	500	7.14%
	016 Building Maintenance Subfund	291,305	679,800	829,366	356,600	(472,766)	-57.00%
	Total General Fund	35,975,301	41,741,416	41,036,188	37,088,021	(3,948,167)	-9.62%
SPECIAL REVENUE FUNDS	104 Drug Enforcement Fund	32,863	20,075	-	43,000	43,000	100.00%
	111 Street Fund	1,456,380	1,712,100	1,730,030	1,729,030	(1,000)	-0.06%
	112 Street Construction Fund	1,761,263	9,231,407	4,724,856	7,458,211	2,733,355	57.85%
	117 Municipal Arts Acquisition Fund	66,588	102,823	92,382	78,859	(13,523)	-14.64%
	118 Memorial Tree Fund	32	25	61	61	-	0.00%
	120 Hotel/Motel Tax Fund	64,274	54,140	67,800	67,675	(125)	-0.18%
	121 Employee Parking Permit Fund	17,502	20,308	20,479	20,564	85	0.42%
	122 Youth Scholarship Fund	1,490	1,623	1,080	1,240	160	14.81%
	123 Tourism Promotional Arts Fund	21,653	18,200	22,950	22,900	(50)	-0.22%
	125 REET 2	930,205	904,343	1,004,600	904,000	(100,600)	-10.01%
	126 Special Capital/Parks Acquisition	919,431	904,243	1,002,330	902,000	(100,330)	-10.01%
	127 Gifts Catalog Fund	37,802	43,708	29,978	46,478	16,500	55.04%
	129 Special Projects Fund	168,425	4,000	22,681	-	(22,681)	-100.00%
	130 Cemetery Maintenance/Imp. Fund	152,452	160,136	173,624	164,500	(9,124)	-5.26%
	132 Parks Construction Fund	708,798	1,552,517	1,229,829	4,998,765	3,768,936	306.46%
	136 Parks Trust Fund	443	186	533	533	-	0.00%
	137 Cemetery Maintenance Fund	20,647	12,970	13,343	11,970	(1,373)	-10.29%
	138 Sister City Commission Fund	9,568	4,519	4,972	10,212	5,240	105.39%
	139 Transportation Benefit District Fund	652,837	645,000	650,000	650,000	-	0.00%
Total Special Revenue Funds	7,022,653	15,392,323	10,791,528	17,109,998	6,318,470	58.55%	
DEBT SERVICE FUNDS	211 LID Control Fund	30,874	28,600	24,055	22,600	(1,455)	-6.05%
	213 LID Guaranty Fund	22,189	28,626	28,660	28,627	(33)	-0.12%
	231 2012 LTGO Debt Service Fund	1,009,901	1,022,689	1,022,798	667,693	(355,105)	-34.72%
	232 2014 Debt Service Fund	-	966,286	966,286	925,310	(40,976)	-4.24%
	Total Debt Service Funds	1,062,964	2,046,201	2,041,799	1,644,230	(397,569)	-19.47%
ENTERPRISE FUNDS	421 Water Utility Fund	6,551,318	6,249,596	7,050,533	7,581,442	530,909	7.53%
	422 Storm Utility Fund	3,565,248	3,630,158	4,253,364	3,681,407	(571,957)	-13.45%
	423 Sewer/WWTP Utility Fund	8,190,894	8,347,200	9,908,154	9,833,310	(74,844)	-0.76%
	424 Utility Debt Service Fund	-	840,816	840,816	844,416	3,600	0.43%
	Total Enterprise Funds	18,307,460	19,067,770	22,052,867	21,940,575	(112,292)	-0.51%
INTERNAL SERVICE FUNDS	511 Equipment Rental Fund	1,443,130	1,478,108	1,480,658	1,502,567	21,909	1.48%
FIDUCIARY FUNDS	617 Firemen's Pension Fund	49,846	45,379	50,466	65,350	14,884	29.49%
TOTAL BUDGET		\$ 63,861,356	\$ 79,771,197	\$ 77,453,506	\$ 79,350,741	\$ 1,897,235	2.45%

*Includes 2015 Recommended Decision Packages as summarized on pages 30 and 31 of this report

2015 EXPENDITURE SUMMARY - ALL FUNDS

Fund		2013 Actuals	2014 Budget	2014 Estimate	2015 * Budget	Change 15-14 Estimate	Change 15-14 Estimate
GENERAL FUND	001 General Fund	\$ 32,328,324	\$ 41,200,664	\$ 39,011,351	\$ 38,705,643	\$ (305,708)	-0.78%
	009 LEOFF Medical Insurance Reserve Subfund	298,406	503,361	299,905	361,825	61,920	20.65%
	011 Risk Management Reserve Subfund	428,835	300,000	300,000	-	(300,000)	-100.00%
	012 Contingency Reserve Fund	-	-	867,000	800,000	(67,000)	-8.38%
	014 Historic Preservation Gift Fund	5,280	8,000	7,000	7,900	900	12.86%
	016 Building Maintenance Subfund	440,569	720,200	580,127	380,000	(200,127)	-34.50%
	Total General Fund	33,501,413	42,732,225	41,065,383	40,255,368	(810,015)	-1.97%
SPECIAL REVENUE FUNDS	104 Drug Enforcement Fund	59,968	81,033	68,400	81,033	12,633	18.47%
	111 Street Fund	1,364,162	1,658,810	1,666,906	1,714,315	47,409	2.84%
	112 Street Construction Fund	1,664,370	9,634,666	4,000,087	7,395,107	3,395,020	84.87%
	117 Municipal Arts Acquisition Fund	66,907	149,349	116,725	134,275	17,550	15.04%
	118 Memorial Tree Fund	-	-	-	-	-	0.00%
	120 Hotel/Motel Tax Fund	61,330	54,000	54,000	55,000	1,000	1.85%
	121 Employee Parking Permit Fund	27,283	26,786	26,786	26,871	85	0.32%
	122 Youth Scholarship Fund	3,579	3,600	2,000	3,000	1,000	50.00%
	123 Tourism Promotional Arts Fund	17,140	19,000	19,000	21,500	2,500	13.16%
	125 REET 2	860,512	1,582,712	648,000	2,461,000	1,813,000	279.78%
	126 Special Capital/Parks Acquisition	468,534	1,199,841	989,292	731,400	(257,892)	-26.07%
	127 Gifts Catalog Fund	28,625	18,200	7,527	43,795	36,268	481.84%
	129 Special Projects Fund	158,870	4,000	13,653	-	(13,653)	-100.00%
	130 Cemetery Maintenance/Imp. Fund	135,849	175,435	157,366	158,325	959	0.61%
	132 Parks Construction Fund	387,176	2,270,517	1,124,132	5,162,900	4,038,768	359.28%
	136 Parks Trust Fund	-	-	-	-	-	0.00%
138 Sister City Commission Fund	16,336	4,500	5,200	10,400	5,200	100.00%	
139 Transportation Benefit District Fund	652,837	645,000	650,000	650,000	-	0.00%	
Total Special Revenue Funds	5,973,479	17,527,449	9,549,074	18,648,921	9,099,847	95.30%	
DEBT SERVICE FUNDS	211 LID Control Fund	22,130	28,600	28,600	28,567	(33)	-0.12%
	213 LID Guaranty Fund	-	-	-	-	-	0.00%
	231 2012 LTGO Debt Service Fund	1,009,901	1,022,690	1,023,294	667,693	(355,601)	-34.75%
	232 2014 Debt Service Fund	-	966,286	966,286	925,310	(40,976)	-4.24%
	Total Debt Service Funds	1,032,031	2,017,576	2,018,180	1,621,570	(396,610)	-19.65%
ENTERPRISE FUNDS	421 Water Utility Fund	5,573,428	10,145,476	9,354,129	9,757,910	403,781	4.32%
	422 Storm Utility Fund	2,745,788	7,233,213	4,923,883	6,618,792	1,694,909	34.42%
	423 Sewer/WWTP Utility Fund	7,517,795	14,746,399	12,043,524	14,267,292	2,223,768	18.46%
	424 Utility Debt Service Fund	327,944	840,816	840,816	845,416	4,600	0.55%
	Total Enterprise Funds	16,164,955	32,965,904	27,162,352	31,489,410	4,327,058	15.93%
INTERNAL SERVICE FUNDS	511 Equipment Rental Fund	1,132,249	1,093,279	992,698	1,672,461	679,763	68.48%
FIDUCIARY FUNDS	617 Firemen's Pension Fund	75,551	89,615	62,224	77,629	15,405	24.76%
TOTAL BUDGET		\$ 57,879,678	\$ 96,426,048	\$ 80,849,911	\$ 93,765,359	\$ 12,915,448	15.97%

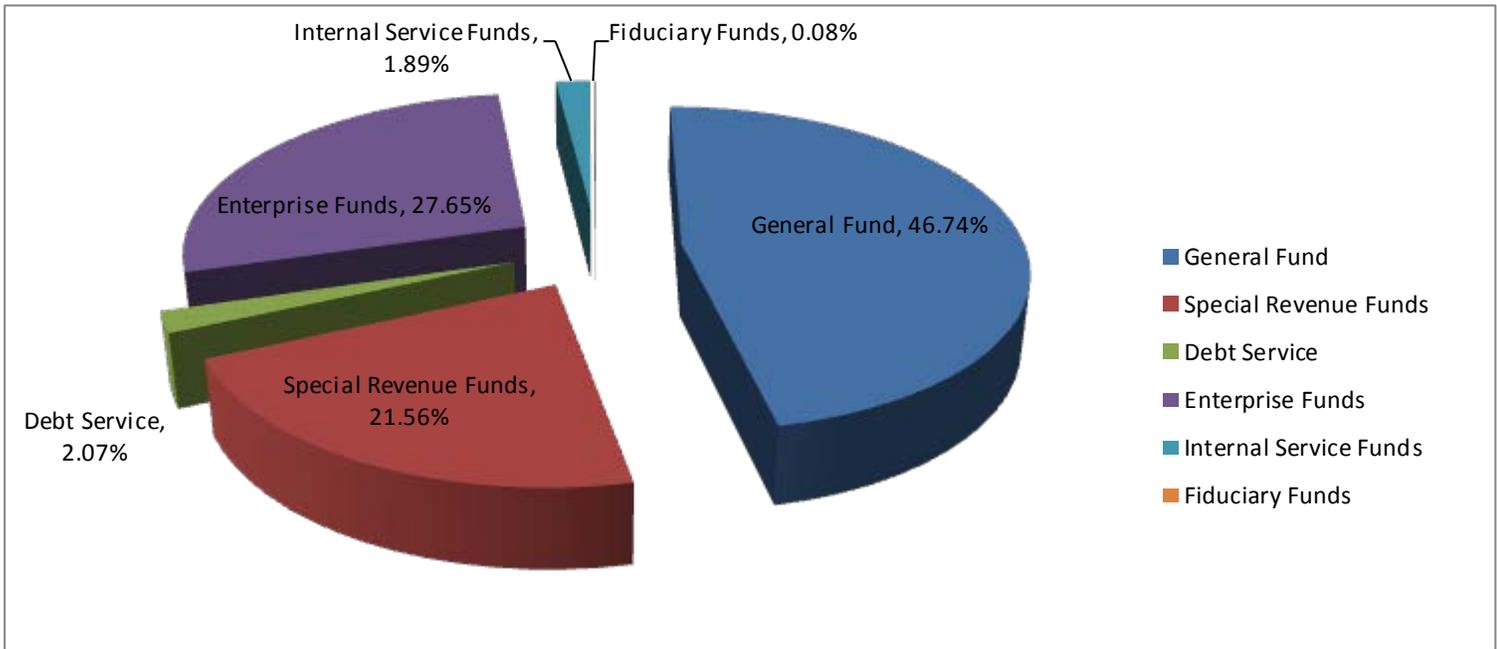
*Includes 2015 Recommended Decision Packages as summarized on pages 30 and 31 of this report

2015 BUDGET SUMMARY - ALL FUNDS

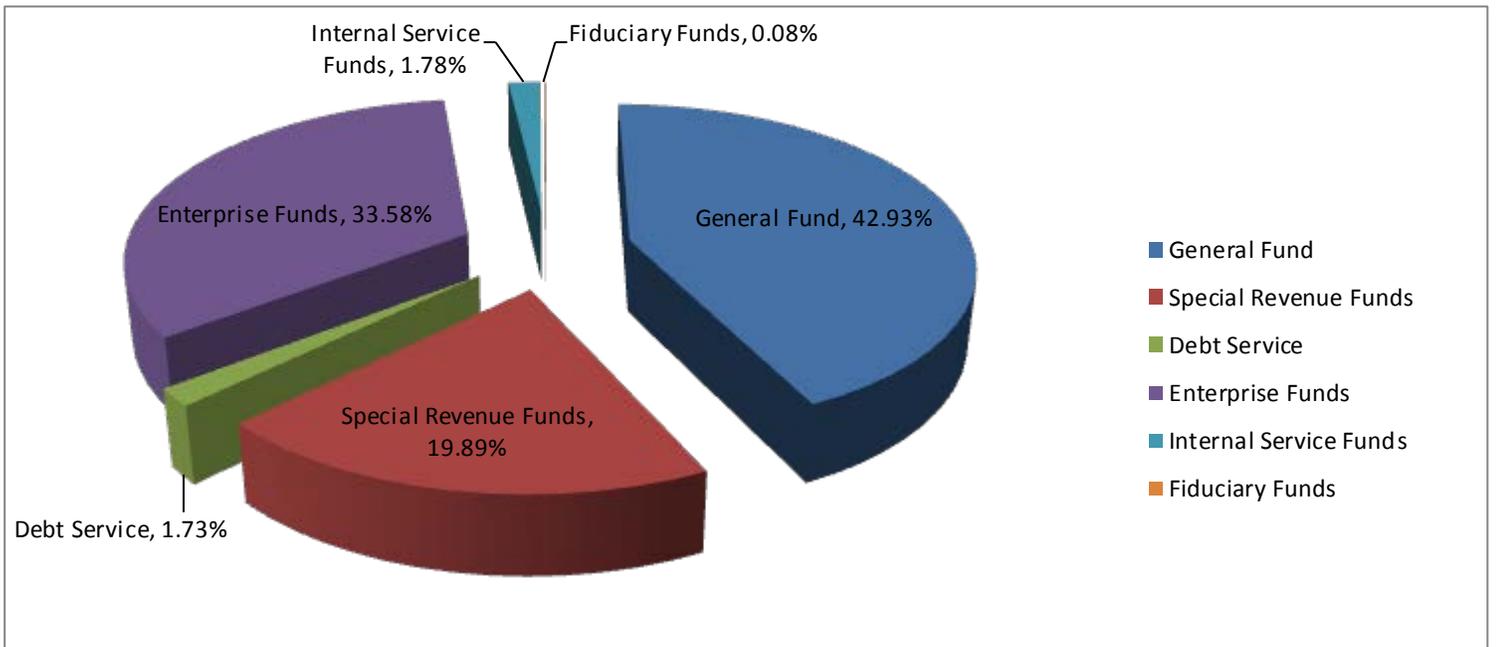
Fund		Beginning Fund Balance	2015 * Revenue	2015 * Expenditures	Ending Fund Balance
GENERAL FUND	001 General Fund	\$ 6,989,685	\$ 36,426,741	\$ 38,705,643	\$ 4,710,783
	009 LEOFF Medical Insurance Reserve Subfund	517,025	276,200	361,825	431,400
	011 Risk Management Reserve Subfund	724,375	1,180	-	725,555
	012 Contingency Reserve Subfund	4,529,596	19,800	800,000	3,749,396
	013 Multimodal Transportation Subfund	55,859	-	-	55,859
	014 Historic Preservation Gift Fund	1,062	7,500	7,900	662
	016 Building Maintenance Subfund	314,001	356,600	380,000	290,601
	Total General Fund	13,131,603	37,088,021	40,255,368	9,964,256
SPECIAL REVENUE FUNDS	104 Drug Enforcement Fund	23,032	43,000	81,033	(15,001)
	111 Street Fund	278,324	1,729,030	1,714,315	293,039
	112 Street Construction Fund	1,205,923	7,458,211	7,395,107	1,269,027
	117 Municipal Arts Acquisition Fund	407,589	78,859	134,275	352,173
	118 Memorial Tree Fund	17,764	61	-	17,825
	120 Hotel/Motel Tax Fund	120,535	67,675	55,000	133,210
	121 Employee Parking Permit Fund	55,412	20,564	26,871	49,105
	122 Youth Scholarship Fund	12,938	1,240	3,000	11,178
	123 Tourism Promotional Arts Fund	74,379	22,900	21,500	75,779
	125 REET 2	1,458,053	904,000	2,461,000	(98,947)
	126 Special Capital/Parks Acquisition	773,491	902,000	731,400	944,091
	127 Gifts Catalog Fund	248,128	46,478	43,795	250,811
	129 Special Projects Fund	24,317	-	-	24,317
	130 Cemetery Maintenance/Imp. Fund	86,461	164,500	158,325	92,636
	132 Parks Construction Fund	824,143	4,998,765	5,162,900	660,008
	136 Parks Trust Fund	150,867	533	-	151,400
	137 Cemetery Maintenance Fund	852,635	11,970	-	864,605
	138 Sister City Commission Fund	1,786	10,212	10,400	1,598
	139 Transportation Benefit District Fund	-	650,000	650,000	-
Total Special Revenue Funds	6,615,777	17,109,998	18,648,921	5,076,854	
DEBT SERVICE FUNDS	211 LID Control Fund	4,199	22,600	28,567	(1,768)
	213 LID Guaranty Fund	76,581	28,627	-	105,208
	231 2012 LTGO Debt Service Fund	-	667,693	667,693	-
	232 2014 Debt Service Fund	-	925,310	925,310	-
	Total Debt Service Funds	80,780	1,644,230	1,621,570	103,440
ENTERPRISE FUNDS	421 Water Utility Fund	12,940,419	7,581,442	9,757,910	10,763,951
	422 Storm Utility Fund	8,513,580	3,681,407	6,618,792	5,576,195
	423 Sewer/WWTP Utility Fund	41,223,717	9,833,310	14,267,292	36,789,735
	424 Utility Debt Service Fund	787,224	844,416	845,416	786,224
	Total Enterprise Funds	63,464,940	21,940,575	31,489,410	53,916,105
INTERNAL SERVICE FUNDS	511 Equipment Rental Fund	7,335,125	1,502,567	1,672,461	7,165,231
FIDUCIARY FUNDS	617 Firemen's Pension Fund	179,256	65,350	77,629	166,977
TOTAL BUDGET		\$ 90,807,481	\$ 79,350,741	\$ 93,765,359	\$ 76,392,863

*Includes 2015 Recommended Decision Packages as summarized on pages 30 and 31 of this report

Budgeted Revenues by Fund (All Funds) – 2015



Budgeted Expenditures by Fund (All Funds) – 2015



CHANGE IN ENDING FUND BALANCE - ALL FUNDS

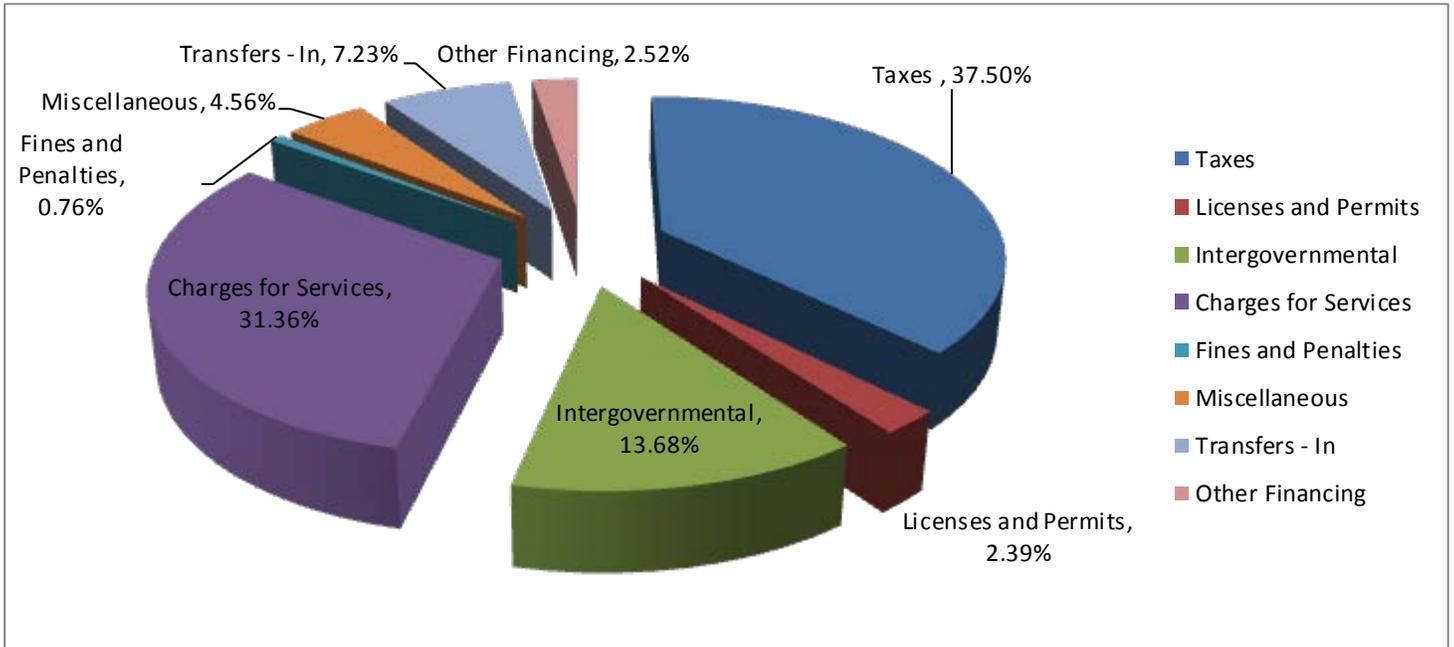
Fund		Est. 2014 Ending Fund Balance	Net 2015 Surplus/(Deficit)	2015 Ending * Fund Balance	Change in Fund Bal. 15-14	
GENERAL FUND	001	General Fund	\$ 6,989,685	\$ (2,278,902)	\$ 4,710,783	-32.60%
	009	LEOFF Medical Insurance Reserve Subfund	517,025	(85,625)	431,400	-16.56%
	011	Risk Management Reserve Subfund	724,375	1,180	725,555	0.00%
	012	Contingency Reserve Subfund	4,529,596	(780,200)	3,749,396	-17.22%
	013	Multimodal Transportation Subfund	55,859	-	55,859	0.00%
	014	Historic Preservation Gift Fund	1,062	(400)	662	-37.66%
	016	Building Maintenance Subfund	314,001	(23,400)	290,601	-7.45%
		Total General Fund	13,131,603	(3,167,347)	9,964,256	-24.12%
SPECIAL REVENUE FUNDS	104	Drug Enforcement Fund	23,032	(38,033)	(15,001)	-165.13%
	111	Street Fund	278,324	14,715	293,039	5.29%
	112	Street Construction Fund	1,205,923	63,104	1,269,027	5.23%
	117	Municipal Arts Acquisition Fund	407,589	(55,416)	352,173	-13.60%
	118	Memorial Tree Fund	17,764	61	17,825	0.34%
	120	Hotel/Motel Tax Fund	120,535	12,675	133,210	10.52%
	121	Employee Parking Permit Fund	55,412	(6,307)	49,105	-11.38%
	122	Youth Scholarship Fund	12,938	(1,760)	11,178	-13.60%
	123	Tourism Promotional Arts Fund	74,379	1,400	75,779	1.88%
	125	REET 2	1,458,053	(1,557,000)	(98,947)	-106.79%
	126	Special Capital/Parks Acquisition	773,491	170,600	944,091	22.06%
	127	Gifts Catalog Fund	248,128	2,683	250,811	1.08%
	129	Special Projects Fund	24,317	-	24,317	0.00%
	130	Cemetery Maintenance/Imp. Fund	86,461	6,175	92,636	7.14%
	132	Parks Construction Fund	824,143	(164,135)	660,008	0.00%
	136	Parks Trust Fund	150,867	533	151,400	0.35%
	137	Cemetery Maintenance Fund	852,635	11,970	864,605	1.40%
	138	Sister City Commission Fund	1,786	(188)	1,598	-10.53%
	139	Transportation Benefit District Fund	-	-	-	0.00%
	Total Special Revenue Funds	6,615,777	(1,538,923)	5,076,854	-23.26%	
DEBT SERVICE FUNDS	211	LID Control Fund	4,199	(5,967)	(1,768)	0.00%
	213	LID Guaranty Fund	76,581	28,627	105,208	0.00%
	231	2012 LTGO Debt Service Fund	-	-	-	0.00%
		Total Debt Service Funds	80,780	22,660	103,440	0.00%
ENTERPRISE FUNDS	421	Water Utility Fund	12,940,419	(2,176,468)	10,763,951	-16.82%
	422	Storm Utility Fund	8,513,580	(2,937,385)	5,576,195	-34.50%
	423	Sewer/WWTP Utility Fund	41,223,717	(4,433,982)	36,789,735	-10.76%
	424	Utility Debt Service Fund	787,224	(1,000)	786,224	-0.13%
		Total Enterprise Funds	63,464,940	(9,548,835)	53,916,105	-15.05%
INTERNAL SERVICE FUNDS	511	Equipment Rental Fund	7,335,125	(169,894)	7,165,231	-2.32%
FIDUCIARY FUNDS	617	Firemen's Pension Fund	179,256	(12,279)	166,977	-6.85%
TOTAL BUDGET		\$ 90,807,481	\$ (14,414,618)	\$ 76,392,863	-15.87%	

**Includes 2015 Recommended Decision Packages as summarized on pages 30 and 31 of this report*

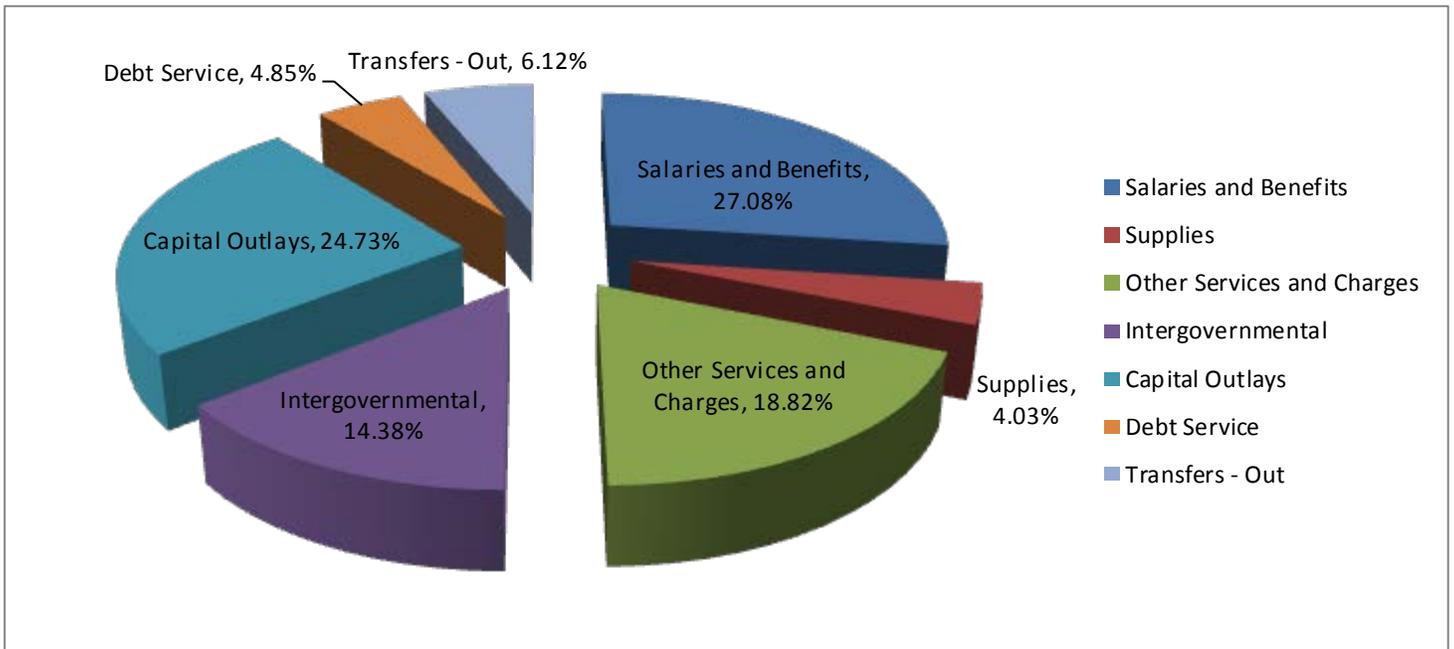
REVENUE SUMMARY - ALL FUNDS

	2012	2013	2014	2015
	Actual	Actual	Estimate	Budget
Beginning Cash Balance	\$ 35,535,265	\$ 33,998,198	\$ 46,763,653	\$ 42,489,343
Remaining Fund Balance	50,315,686	54,224,008	47,440,233	48,318,138
Total Beginning Fund Balance	85,850,951	88,222,206	94,203,886	90,807,481
REVENUES				
Property Taxes	13,464,310	13,564,946	13,816,669	13,980,499
Sales and Use Taxes	5,637,393	6,104,618	6,448,900	6,313,200
Utility Taxes	6,398,144	6,485,822	6,636,570	6,777,869
Excise Taxes	2,403,044	2,065,964	2,880,000	2,681,200
Taxes Total	27,902,892	28,221,351	29,782,139	29,752,768
Business Licenses and Permits	1,242,189	1,314,520	1,324,470	1,328,340
Building Permits and Fees	467,944	572,478	661,238	566,794
Licenses & Permits Total	1,710,133	1,886,998	1,985,708	1,895,134
Intergovernmental Total	3,953,121	3,803,240	7,552,239	10,853,949
General Government	246,239	340,075	455,953	450,386
Public Safety	1,016,075	1,103,990	965,600	959,600
Utilities	15,854,918	16,475,790	17,523,550	18,974,588
Transportation	21,445	1,312,622	658,000	658,000
Natural and Economic Environment	304,384	568,760	812,012	755,816
Culture and Recreation	1,062,431	1,010,667	1,084,759	1,107,360
Interfund Services	1,600,643	1,766,856	1,916,600	1,981,000
Charges for Services Total	20,106,134	22,578,759	23,416,474	24,886,750
Fines and Penalties Total	604,937	647,092	609,950	606,050
Investment Earnings	50,413	43,969	118,616	107,644
Rents and Concessions	1,455,745	1,779,242	1,798,182	1,862,053
Internal Service Fund Misc. Rev	-	-	-	-
Contributions/Donations	189,337	224,366	335,600	78,000
Special Assessments	20,484	24,608	21,200	20,000
Other Misc Revenue	275,868	658,725	365,160	417,833
Capital Contributions	-	1,247,602	1,344,745	1,131,395
Sale of Capital Assets	(141,992)	117,445	4,350	-
Miscellaneous Total	1,849,854	4,095,957	3,987,853	3,616,925
Transfers In	7,974,449	2,627,958	6,689,197	5,739,165
Other Financing	10,370,621	-	3,429,946	2,000,000
Total Revenues & Transfers	74,472,142	63,861,356	77,453,506	79,350,741
Total Cash Resources Available	110,007,407	97,859,554	124,217,159	121,840,084
Estimated Remaining Fund Balance	50,315,686	54,224,008	47,440,233	48,318,138
Total Fund Balance	\$ 160,323,093	\$ 152,083,562	\$ 171,657,392	\$ 170,158,222

Percentage Revenue Budget by Type (All Funds) – 2015



Percentage Expenditure Budget by Type (All Funds) – 2015



EXPENDITURE SUMMARY - ALL FUNDS

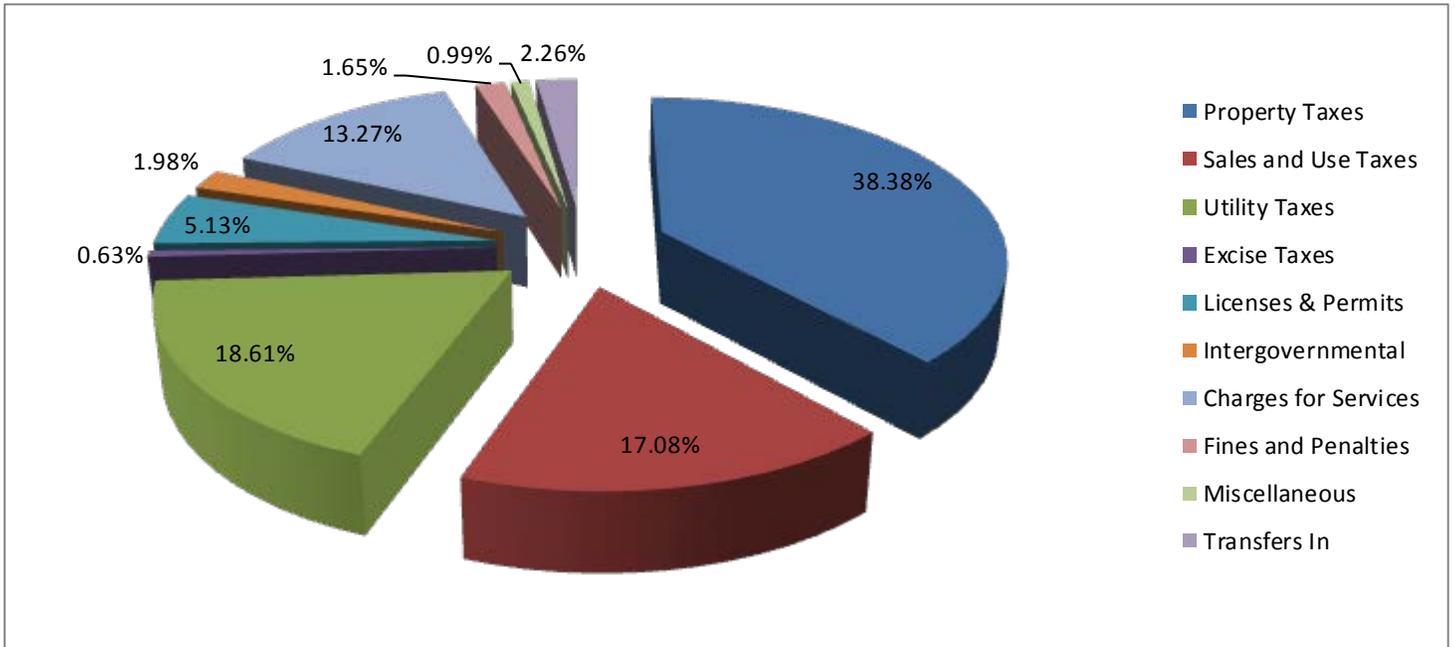
	2012 Actual	2013 Actual	2014 Estimate	2015 Budget
EXPENDITURE				
Salaries	\$ 16,314,895	\$ 16,153,061	\$ 16,883,719	\$ 17,915,728
Benefits	6,253,587	6,109,199	6,795,083	7,477,980
Total Salaries and Benefits	22,568,482	22,262,259	23,678,802	25,393,708
Total Supplies	3,680,784	3,371,710	3,722,244	3,775,042
Professional Services	3,281,132	3,801,249	7,362,243	10,345,589
Communication	265,177	266,580	263,590	292,472
Travel	24,120	21,074	38,779	55,420
Advertising	95,708	73,376	6,400	66,500
Rental/Lease	1,213,087	1,458,353	1,603,013	1,640,357
Insurance	793,173	757,747	621,851	793,745
Utilities	1,930,109	1,745,741	1,732,869	1,851,620
Repairs & Maintenance	560,339	910,716	1,020,548	1,197,959
Miscellaneous	1,102,230	1,461,330	1,296,522	1,402,590
Total Other Services and Charges	9,265,075	10,496,165	13,945,815	17,646,252
Total Intergovernmental Services	11,518,723	12,256,169	11,704,592	13,481,050
Total Capital Outlays	6,161,863	591,241	13,500,854	23,186,096
Total Debt Service	11,714,256	2,744,469	7,608,407	4,544,046
EXPENDITURE TOTAL	64,909,182	51,722,013	74,160,714	88,026,194
Transfers Out	4,806,006	2,626,891	6,689,197	5,739,165
Reclassifications and Cost Allocations	-	429,308	-	-
Depreciation Expense	2,965,004	3,101,465	-	-
Payment to Fiscal Agent	158,434	-	-	-
TOTAL EXPENDITURES & TRANSFERS	72,838,626	57,879,678	80,849,911	93,765,359
Ending Cash Balance	33,998,198	46,763,653	42,489,343	28,074,725
Estimated Remaining Fund Balance	54,224,008	47,440,233	48,318,138	48,318,138
Ending Fund Balance	88,222,206	94,203,886	90,807,481	76,392,863
Total All Uses with Fund Balance	\$ 161,060,832	\$ 152,083,564	\$ 171,657,392	\$ 170,158,222

2015 General Fund Revenue

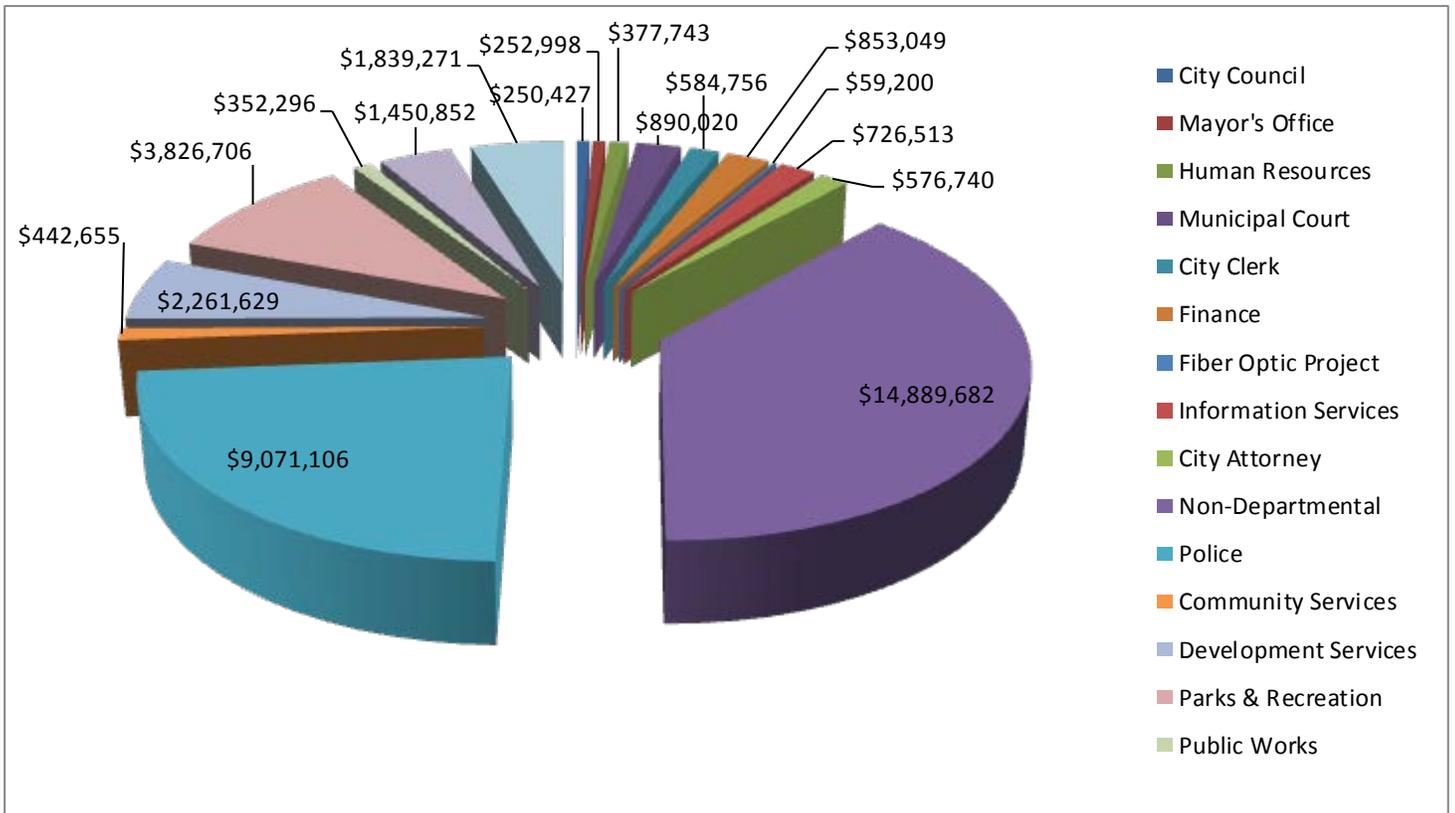
General Fund revenue for 2015, excluding fund balances, is \$36.4 million; a decrease of 4.9% from the 2014 year-end estimate.

General Fund Revenues	2012 Actual	2013 Actual	2014 Estimate	2015 Budget
Property Taxes	\$ 13,464,310	\$ 13,564,946	\$ 13,816,669	\$ 13,980,499
Sales and Use Taxes	5,557,905	6,018,989	6,358,900	6,223,200
Utility Taxes	6,398,144	6,485,822	6,636,570	6,777,869
Excise Taxes	223,499	227,635	230,000	231,200
Tax Total	25,643,858	26,297,393	27,042,139	27,212,768
Business Licenses & Franchise Fees	1,242,189	1,314,520	1,324,470	1,328,340
Building Permits and Fees	439,936	544,346	636,000	541,430
Licenses & Permits Total	1,682,125	1,858,866	1,960,470	1,869,770
Intergovernmental Total	756,115	733,894	758,928	722,580
General Government	200,402	307,004	414,236	420,386
Public Safety	1,016,075	1,103,990	965,600	959,600
Utilities	55,499	31,080	22,080	22,080
Transportation	461	1,178	1,000	1,000
Natural and Economic Environment	273,380	407,950	490,200	396,060
Culture and Recreation	1,023,548	968,072	1,044,759	1,066,360
Interfund Charges for Services	1,581,101	1,742,529	1,902,000	1,969,500
Charges for Services Total	4,150,465	4,561,802	4,839,875	4,834,986
Fines and Penalties Total	603,151	639,896	604,350	602,450
Investment Earnings	12,536	12,247	16,700	16,800
Rents, Leases & Concessions	334,623	365,411	289,560	319,472
Contributions & Donations	21,363	23,626	13,200	13,200
Other Misc Revenue	8,596	20,616	11,120	12,540
Sale of Capital Assets & Ins. Recoveries	-	854	-	-
Miscellaneous Total	377,118	422,754	330,580	362,012
Proceeds from refunding Long-Term Debt	-	-	2,763,314	-
Transfers In	32,016	12,797	867,000	822,175
Total Revenues & Transfers	\$ 33,244,849	\$ 34,527,403	\$ 39,166,656	\$ 36,426,741

Percentage General Revenue by Type – 2015



2015 General Fund Expenditures by Department



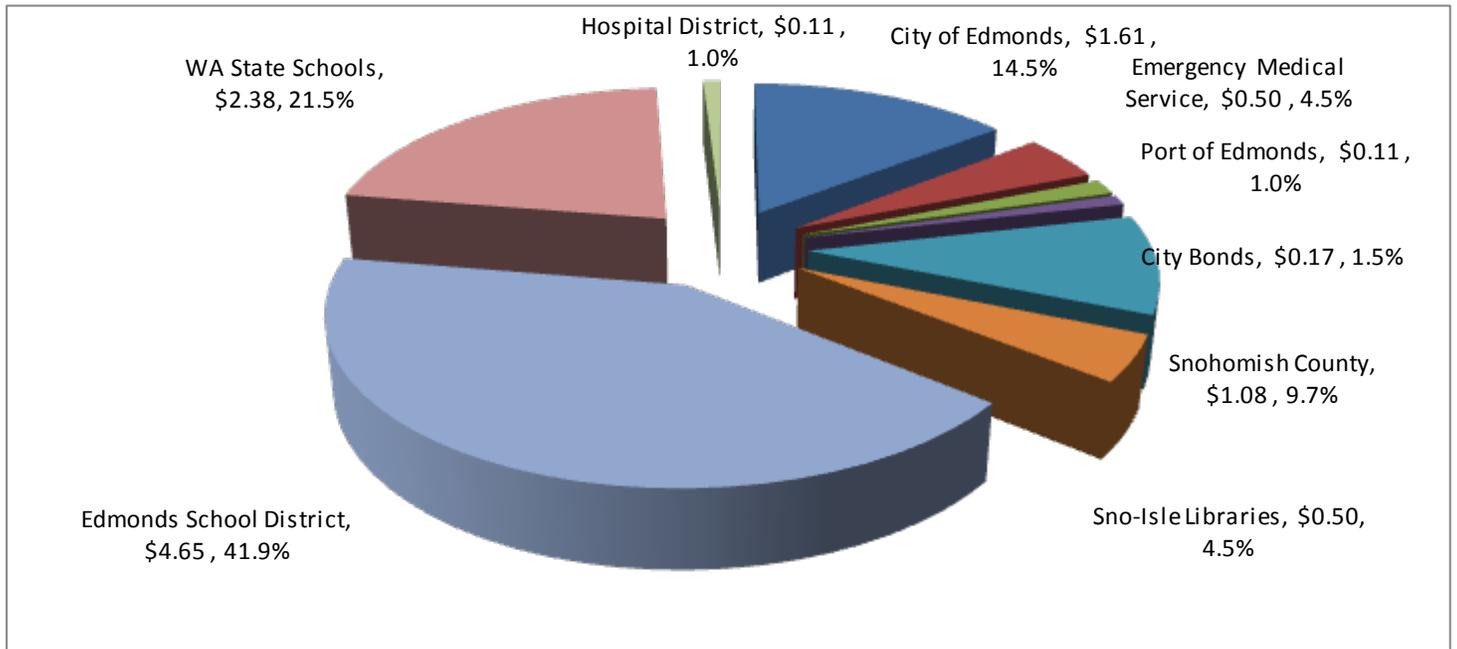
General Fund Expenditures by Department							
	2011	2012	2013	2014	2015	13-14	14-15
	Actual	Actual	Actual	Estimate	Budget	% Change	% Change
City Council	\$ 286,824	\$ 253,496	\$ 283,946	\$ 222,290	\$ 250,427	-21.71%	12.66%
Mayor's Office	252,916	227,032	235,609	250,100	252,998	6.15%	1.16%
Human Resources	291,919	219,185	257,042	353,180	377,743	37.40%	6.95%
Municipal Court	768,608	729,435	728,776	786,506	890,020	7.92%	13.16%
Economic Development	31,975	108,187	-	-	-	0.00%	0.00%
City Clerk	501,950	505,436	588,355	529,844	584,756	-9.94%	10.36%
Finance	711,664	730,719	793,866	766,566	853,049	-3.44%	11.28%
Fiber Optic Project	24,606	133,470	43,698	33,950	59,200	-22.31%	74.37%
Information Services	617,476	648,297	561,247	926,988	726,513	65.17%	-21.63%
City Attorney	563,048	486,551	483,465	558,750	576,740	15.57%	3.22%
Non-Departmental	11,298,149	14,008,532	11,061,295	16,549,969	14,889,682	49.62%	-10.03%
Police	8,482,165	8,165,136	8,949,272	8,676,479	9,071,106	-3.05%	4.55%
Community Services	311,164	313,429	370,469	467,940	442,655	26.31%	-5.40%
Development Services	1,666,687	1,592,460	1,562,163	1,958,802	2,261,629	25.39%	15.46%
Parks, Recreation and Cultural Services	3,312,869	3,272,646	3,388,835	3,529,813	3,826,706	4.16%	8.41%
Public Works	272,662	288,805	325,704	347,912	352,296	6.82%	1.26%
Facilities Maintenance	1,438,703	1,301,011	1,338,459	1,413,860	1,450,852	5.63%	2.62%
Engineering	1,207,248	1,331,354	1,356,123	1,638,402	1,839,271	20.82%	12.26%
Total Expenditures	\$ 32,040,633	\$ 34,315,181	\$ 32,328,324	\$ 39,011,351	\$ 38,705,643	20.67%	-0.78%

The economy has been stronger than anticipated and would have allowed the City to look at replacing some positions lost during Great Recession. However, while developing the 2015 Budget, the City received a significant rate increase from Fire District 1, causing the City to choose a more cautious course and not add new positions. Information about specific changes are included in the departmental narratives under 2015 Major Budget Changes and on pages 30 and 31 in the listing of 2015 individual decision packages.

PROPERTY TAX

Property taxes are the City’s largest revenue source at \$14 million in 2015, 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.

2014 Property Tax Rates by Jurisdiction



The City of Edmonds receives a relatively small percentage of a property owner’s tax bill (14.5% for the regular tax levy). In comparison, the Edmonds School District and WA State Schools taken together account for 63.4% of the property tax bill.

2014 Property Tax Rate per \$1,000 of Assessed Value		
Government Agency	Tax Rate	% of Total
City of Edmonds	\$ 1.61	14.5%
Emergency Medical Service	0.50	4.5%
City Bonds	0.17	1.5%
Total, City of Edmonds	2.27	20.5%
Port of Edmonds	0.11	1.0%
Snohomish County	1.08	9.7%
Sno-Isle Libraries	0.50	4.5%
Edmonds School District	4.65	41.9%
WA State Schools	2.38	21.5%
Hospital District	0.11	1.0%
Total	\$ 11.11	100.0%

DECISION PACKAGES

Fund	Pkg #	Department	Description	One-Time Y/N	2015 Cost Decision Package	2016 Ongoing Cost 2016	2015 Revenue 2015
General Fund (001)							
001	1	Human Resources	Wellness Program	Y	3,000		
001	2	City Clerk	Public Disclosure/Records Management FTE	N	16,625	16,625	
001	3	City Clerk	Agenda Management Software	N	3,675	3,675	
001	4	Court	Paperless Court	N	43,000	9,000	20,000
001	5	Finance	Finance Intern	N	12,000	12,000	
001	6	Finance	Finance Department Remodel	Y	7,500		
001	7	Information Services	Repair & Maintenance	N	14,020	14,020	
001	8	Information Services	After Hours Support & IT Supplement	N	30,000	30,000	
001	9	Non-Departmental	Council Contingency/Budget Priorities	Y	250,000		
001	10	Non-Departmental	Economic Alliance of Snohomish County	N	2,500	2,500	
001	11	Non-Departmental	Washington Aerospace Partnership	N	1,000	1,000	
001	12	Police	Police Investigations Small Equipment	N	9,730	1,600	
001	13	Police	Property Management Small Equipment	N	5,400	1,100	
001	14	Community Services	Public Relations Assistance	Y	30,000		
001	15	Community Services	SAP Implementation	Y	5,000		
001	16	Community Services	Small Matching Grant Reserves	Y	20,000		
001	48	Community Services	Strategic Action Plan Tracking Software	Y	2,500		
001	17	Development Services	Development Code Update Carryforward	Y	85,000		
001	18	Development Services	Digitization & Archiving	N	57,000	32,100	
001	19	Development Services	GMA Extra Help	Y	25,728		
001	20	Parks & Recreation	Ranger-Naturalists Salaries/Benefits	N	-		
001	21	Parks & Recreation	Restore Arts Assistant Position (.05 FTE)	N	20,000	20,000	
001	22	Parks & Recreation	Recreation Professional Services	N	34,000	34,000	68,000
001	23	Parks & Recreation	Parks Seasonal Labor	N	48,561	48,561	
001	24	Parks & Recreation	Parks Overtime	N	4,890	4,890	
001	25	Parks & Recreation	Green House Seeding Machine	Y	4,800		
001	26	Parks & Recreation	Ballfield Groomer	Y	13,800		
001	27	Parks & Recreation	Edmonds Marsh Carryforward	Y	200,000		
001	28	Parks & Recreation	Flower Program Seasonal Labor	N	39,970	39,970	22,175
001	29	Public Works	ADA Analysis Consultant	Y	25,000		
001	30	Public Works	PS Chiller Contract	Y	10,000		
001	31	Public Works	Alerton Controls Maintenance	N	5,000	5,000	
001	32	Public Works	Commute Trip Reduction (CTR) Incentive Prgm	Y	1,000		
001	33	Public Works	Annual Street Preservation Program	Y	550,000		
001	34	Public Works	Trackside Warning System	Y	50,000		
001	35	Public Works	ESCO IV Carry Forward	Y	210,000		
001	36	Public Works	SR 104-Carryforward	Y	106,000		
General Fund Totals					1,946,699	276,041	110,175
Building Maintenance Fund (016)							
016	35	Public Works	ESCO IV Carry Forward	Y	300,000		300,000
Building Maintenance Fund Totals					300,000	-	300,000
Street Fund (111)							
111	37	Street Fund	Variable Message Boards	Y	12,500		
Street Fund Totals					12,500	-	-
Street Construction Fund (112)							
112	33	Public Works	Annual Street Preservation Program	Y	550,000		656,000
112	34	Public Works	Trackside Warning System	Y	50,000		50,000
Street Construction Fund Totals					600,000	-	706,000
REET 2 Fund (125)							
125	33	Public Works	Annual Street Preservation Program	Y	750,000		
125	38	Parks & Recreation	Woodway Fields Carryforward	Y	655,000		
REET 2 Fund Totals					1,405,000	-	-
REET 1 Fund (126)							
126	39	Public Works	2014 Annual Street Preservation Carryforward	Y	260,000		
REET 1 Fund Totals					260,000	-	-

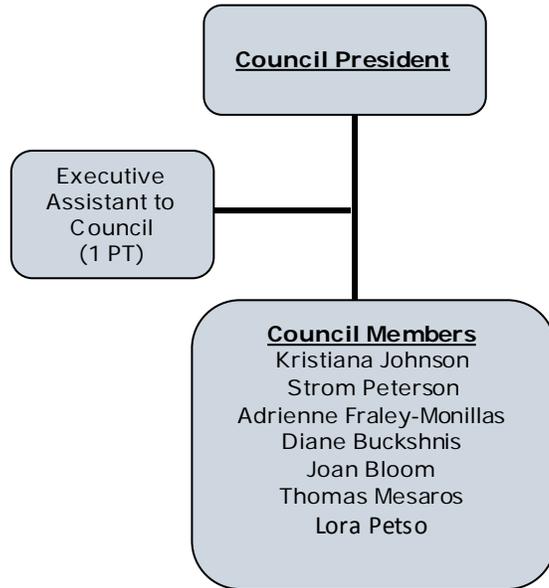
DECISION PACKAGES CONTINUED

Fund	Pkg #	Department	Description	One-Time Y/N	2015 Cost Decision Package	2016 Ongoing Cost 2016	2015 Revenue 2015
Gifts Catalog Fund (127)							
127	28	Parks & Recreation	Flower Program Seasonal Labor	N	22,175	22,175	
Gifts Catalog Fund Totals					22,175	22,175	-
Parks Construction Fund (132)							
132	27	Parks & Recreation	Edmonds Marsh Carryforward	Y	200,000		200,000
132	38	Parks & Recreation	Woodway Fields Carryforward	Y	(655,000)		
Parks Construction Fund Totals					(455,000)	-	200,000
Sister City Fund (138)							
138	47	Sister City Commission	Edmonds Sister City Support Funds	N	1,000	1,000	5,000
138	47	Sister City Commission	Edmonds Sister City Support Funds	N	1,000	1,000	
138	47	Sister City Commission	Edmonds Sister City Support Funds	N	3,000	3,000	
Sister City Fund Totals					5,000	5,000	5,000
Water Utility Fund (421)							
421	37	Water Fund	Variable Message Boards	Y	12,500		
421	40	Water Fund	Standard Detail Updates	Y	25,000		
421	41	Water Fund	Asset Management Program Upgrade	Y	8,400		
Water Utility Fund Totals					45,900	-	-
Storm Utility Fund (422)							
422	37	Stormwater	Variable Message Boards	Y	12,500		
422	40	Stormwater	Standard Detail Updates	Y	25,000		
422	41	Stormwater	Asset Management Program Upgrade	Y	8,400		
422	42	Stormwater	Stormwater Code Update	Y	132,500		
Storm Utility Fund Totals					178,400	-	-
Sewer Utility Fund (423)							
423	37	Sewer	Variable Message Boards	Y	12,500		
423	40	Sewer	Standard Detail Updates	Y	25,000		
423	41	Sewer	Asset Management Program Upgrade	Y	8,400		
423	43	Sewer	Emergency Generator	Y	80,000		
Sewer Utility Fund Totals					125,900	-	-
Equipment Rental Fund (511)							
511	44	Equipment Rental	Ongoing Shop Equipment Budget	N	15,000	15,000	
511	45	Equipment Rental	Crew Truck Propane Conversion	Y	30,000		
511	46	Equipment Rental	Harley Davidson Police Technical Training	Y	3,490		
Equipment Rental Fund Totals					48,490	15,000	-



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



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

Mission Statement

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

Purpose

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

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

Budget Narrative

- 11 Salaries - Council: No change in base salary.
- 23 Benefits – Council: Increase due to increase by provider.
- 11.10 – Salaries – Staff: Executive Council Assistant 2% COLA increase.
- 23.10 Benefits – Staff: Increase due to increase by provider.

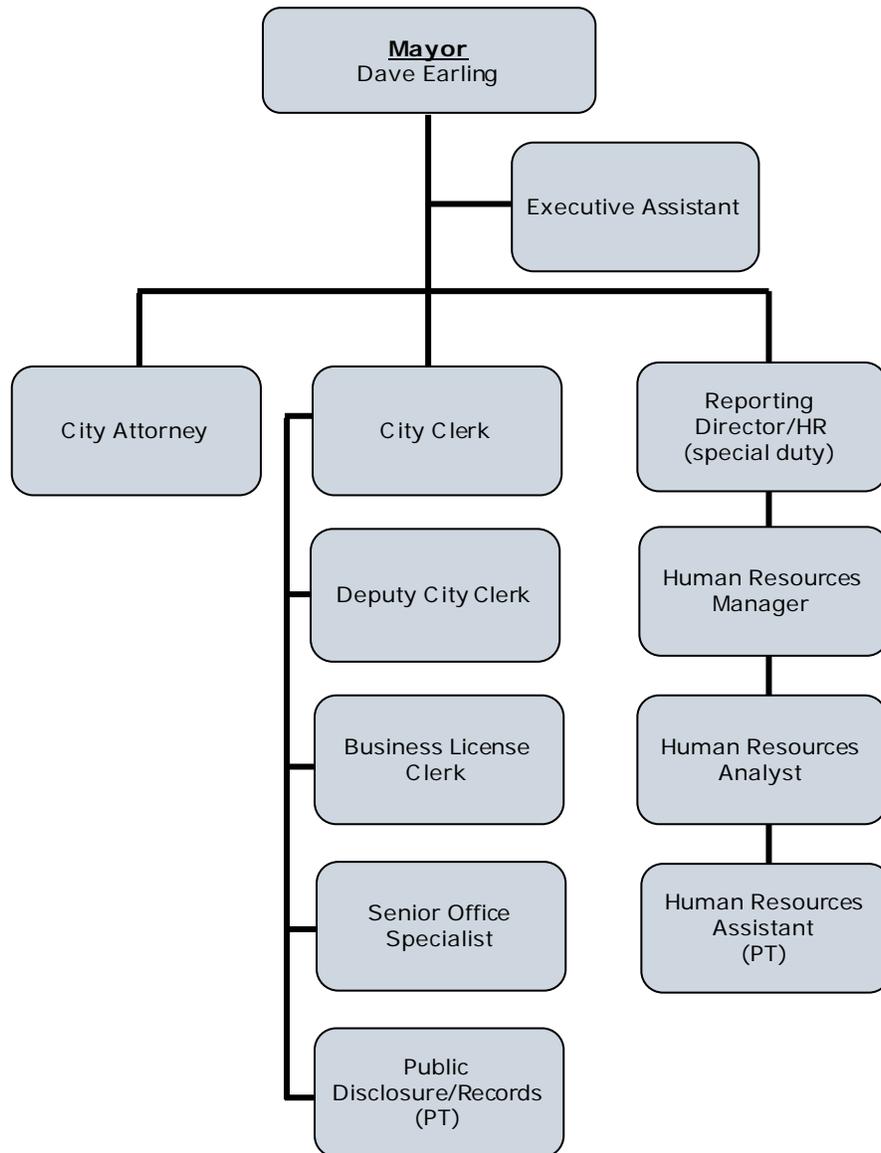
Major 2015 Budget Changes:

None

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

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Salaries-Council	86,494	86,400	91,600	95,088	8,688	10%	3,488	3.81%
Salaries-Staff	31,198	31,215	28,000	31,840	625	2%	3,840	13.71%
Overtime	100	2,000	-	2,000	-	0%	2,000	N/A
Overtime	633	-	200	-	N/A	N/A	(200)	-100.00%
Benefits-Council	56,896	58,652	56,900	59,761	1,109	2%	2,861	5.03%
Benefits-Staff	12,721	13,619	14,100	14,998	1,379	10%	898	6.37%
Supplies	398	2,000	900	2,000	-	0%	1,100	122.22%
Small Equipment	-	-	1,100	-	N/A	N/A	(1,100)	-100.00%
Professional Svc	67,459	10,000	10,000	10,000	-	0%	-	0.00%
Communications	3,152	3,000	3,000	3,000	-	0%	-	0.00%
Travel	696	2,500	2,000	2,500	-	0%	500	25.00%
Rental/Lease	481	490	490	490	-	0%	-	0.00%
Repairs/Maintenance	55	1,500	-	1,500	-	0%	1,500	N/A
Miscellaneous	906	2,268	1,000	2,250	(18)	-1%	1,250	125.00%
Council Contingency	22,758	25,000	13,000	25,000	-	0%	12,000	92.31%
	283,946	238,644	222,290	250,427	11,783	5%	28,137	12.66%

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	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Office of the Mayor	235,609	251,085	250,100	252,998	1,913	1%	2,898	1%
Human Resources	257,042	349,938	353,180	377,743	27,805	8%	24,563	7%
City Clerk	588,355	537,273	529,844	584,756	47,483	9%	54,912	10%
City Attorney	483,465	557,900	558,750	576,740	18,840	3%	17,990	3%
	1,564,471	1,696,196	1,691,874	1,792,237	96,041	6%	100,363	6%

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Salaries	704,329	694,100	676,500	717,183	23,083	3%	40,683	6%
Overtime	-	-	1,200	-	N/A	N/A	(1,200)	-100%
Benefits	194,947	207,342	222,600	257,785	50,443	24%	35,185	16%
Supplies	14,193	14,537	14,537	14,537	-	0%	-	0%
Small Equipment	1,560	100	300	300	200	200%	-	0%
Professional Svc	555,809	663,707	661,007	681,847	18,140	3%	20,840	3%
Communication	47,306	52,100	52,100	52,100	-	0%	-	0%
Travel	1,399	3,500	2,700	4,000	500	14%	1,300	48%
Rental/Lease	20,025	24,600	24,600	24,600	-	0%	-	0%
Repair/Maintenance	13,948	20,800	21,100	24,475	3,675	18%	3,375	16%
Miscellaneous	10,955	15,410	15,230	15,410	-	0%	180	1%
	1,564,471	1,696,196	1,691,874	1,792,237	96,041	6%	100,363	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, office supplies and boards and commissions acknowledgements.

The professional services budget covers framing of employee retirement posters, printing services, vacation coverage for the Mayor’s Executive Assistant.

The communication budget includes the Mayor’s iPad and related data plan.

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 2015 Budget Changes

None

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

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Salaries	185,986	192,115	191,700	192,198	83	0%	498	0%
Benefits	42,490	46,170	46,400	47,000	830	2%	600	1%
Supplies	1,424	2,000	2,000	2,000	-	0%	-	0%
Professional Svc	225	1,500	1,500	2,000	500	33%	500	33%
Communication	1,020	1,400	1,400	1,400	-	0%	-	0%
Travel	686	2,000	1,200	2,500	500	25%	1,300	108%
Rental/Lease	2,024	2,400	2,400	2,400	-	0%	-	0%
Repair/Maintenance	-	500	500	500	-	0%	-	0%
Miscellaneous	1,754	3,000	3,000	3,000	-	0%	-	0%
	235,609	251,085	250,100	252,998	1,913	1%	2,898	1%

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

Function

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

Budget Narrative

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

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

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

The professional services budget includes 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 2015 Budget Changes

Decision package #1 added \$3,000 to 2015 costs for the wellness program.

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

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Personnel					N/A	N/A	N/A	N/A
Salaries	164,677	194,389	192,200	198,913	4,524	2%	6,713	3%
Benefits	50,284	59,339	68,000	79,420	20,081	34%	11,420	17%
Supplies	4,354	2,300	2,300	2,300	-	0%	-	0%
Small Equipment	-	100	300	300	200	200%	-	0%
Professional Svc	8,482	48,000	45,000	51,000	3,000	6%	6,000	13%
Advertising	3,752	5,000	4,500	5,000	-	0%	500	11%
Communications	506	700	700	700	-	0%	-	0%
Travel	655	500	500	500	-	0%	-	0%
Rental/Lease	2,025	2,200	2,200	2,200	-	0%	-	0%
Repair/Maintenance	5,349	6,000	6,300	6,000	-	0%	(300)	-5%
Miscellaneous	4,620	8,230	8,000	8,230	-	0%	230	3%
	244,705	326,758	330,000	354,563	27,805	9%	24,563	7%
Civil Service								
Professional Svc	12,018	23,000	23,000	23,000	-	0%	-	0%
Miscellaneous	320	180	180	180	-	0%	-	0%
	12,338	23,180	23,180	23,180	-	0%	-	0%
	257,042	349,938	353,180	377,743	27,805	8%	24,563	7%

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

Function

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

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

Budget Narrative

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

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

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

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

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

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

Rental/lease: Citywide mailing equipment and copier.

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

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

Major 2015 Budget Changes

Decision package #2 added \$16,625 to 2015 costs for a public disclosure/records management FTE.

Decision package #3 added \$3,675 to 2015 costs for agenda management software.

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

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Salaries	353,666	307,596	292,600	326,072	18,476	6%	33,472	11%
Overtime	-	-	1,200	-	N/A	N/A	(1,200)	-100%
Benefits	102,173	101,833	108,200	131,365	29,532	29%	23,165	21%
Supplies	8,415	10,237	10,237	10,237	-	0%	-	0%
Small Equipment	1,560	-	-	-	N/A	N/A	N/A	N/A
Professional Services	44,395	24,107	24,107	24,107	-	0%	-	0%
Advertising	3,472	4,200	4,200	-	(4,200)	-100%	(4,200)	-100%
Communications	45,780	50,000	50,000	50,000	-	0%	-	0%
Travel	57	1,000	1,000	1,000	-	0%	-	0%
Rental/Lease	15,976	20,000	20,000	20,000	-	0%	-	0%
Repairs & Maintenance	8,599	14,300	14,300	17,975	3,675	26%	3,675	26%
Miscellaneous	4,261	4,000	4,000	4,000	-	0%	-	0%
	588,355	537,273	529,844	584,756	47,483	9%	54,912	10%

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 2015 Budget Changes

None

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

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Prof Svc - City Atty	322,785	389,000	389,000	404,560	15,560	4%	15,560	4%
Prof Serv - Misc Legal	-	5,000	5,800	5,000	-	0%	(800)	-14%
Prof Serv - Prosecutor	160,680	163,900	163,900	167,180	3,280	2%	3,280	2%
Miscellaneous	-	-	50	-	N/A	N/A	(50)	-100%
	483,465	557,900	558,750	576,740	18,840	3%	17,990	3%

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

Function

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

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

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

Major 2015 Budget Changes

Decision package #47 added \$5,000 to 2015 costs for Edmonds Sister City Support funds

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

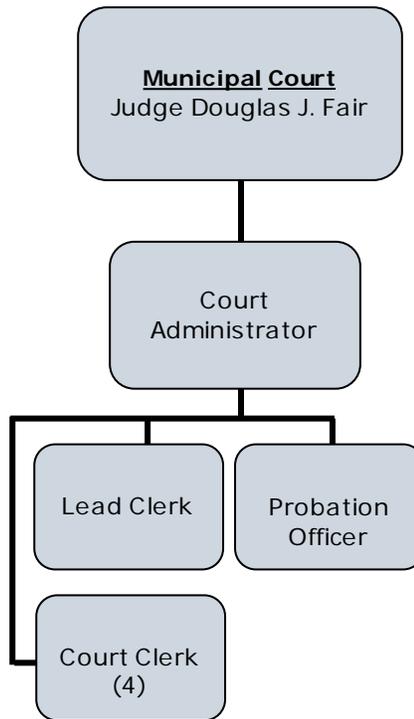
Description	2013 Actual	2014 Budget	2014 Estimate	2015 Budget	\$ Change 15-14 Budget	% Change 15-14 Budget	\$ Change 15-14 Estimate	% Change 15-14 Estimate
Program 100 -Public								
Beginning Balance	6,672	943	2,272	1,784	841	89%	(488)	-21%
<u>Revenue</u>								
Investment Interest	9	12	12	12	-	0%	-	0%
Contributions	-	-	-	5,000	5,000	N/A	5,000	N/A
Total Revenues	9	12	12	5,012	5,000	41667%	5,000	41667%
<u>Expenditure</u>								
Supplies	222	-	-	1,000	1,000	N/A	1,000	N/A
Travel	-	-	-	1,000	1,000	N/A	1,000	N/A
Miscellaneous	5,515	-	500	3,500	6,683	NA	5,437	436%
Total Expenditures	5,737	-	500	5,500	5,500	N/A	5,000	1000%
Accruals(Payments Receivables)	1,329	-	-	-	-	-	-	-
Ending Balance	2,272	955	1,784	1,296	341	36%	(488)	-27%

Description	2013 Actual	2014 Budget	2014 Estimate	2015 Budget	\$ Change 15-14 Budget	% Change 15-14 Budget	\$ Change 15-14 Estimate	% Change 15-14 Estimate
Program 200 - Private								
Beginning Balance	2,111	1,071	1,146	1,406	335	31%	260	23%
<u>Revenue</u>								
Investment Interest	8	7	-	-	(7)	-100%	N/A	N/A
Contributions	9,551	4,500	4,960	5,200	700	16%	240	5%
Total Revenues	9,559	4,507	4,960	5,200	693	15%	240	5%
<u>Expenditure</u>								
Supplies	-	500	500	500	-	0%	-	0%
Student Trip	-	3,000	3,200	3,200	200	7%	-	0%
Miscellaneous	10,599	1,000	1,000	1,200	200	20%	200	20%
Total Expenditures	10,599	4,500	4,700	4,900	400	9%	200	4%
Accruals(Payments Receivables)	75	-	-	-	-	-	-	-
Ending Balance	1,146	1,078	1,406	1,706	628	58%	300	21%



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



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

Function

Edmonds Municipal Court adjudicates all criminal misdemeanor and gross misdemeanor cases resulting from crimes committed in Edmonds. The Court also adjudicates all civil infractions of City ordinances as well as a limited number of other civil matters. The Court’s jurisdiction and authority is established in accordance with the Revised Code of Washington 3.46.030.

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

Budget Narrative

The Edmonds Municipal Court staff encompasses the judge, the court administrator, one probation officer, one lead court clerk, and four FTE court clerk positions.

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

Major 2015 Budget Changes

We plan to implement an electronic filing system. This system will replace paper files with electronic files. All documents will be scanned once and then destroyed. This system will be more efficient because once a file is created, it no longer needs to be physically moved from place to place and the file can be accessed from any computer. Funds to support this will come from previously segregated court improvement account funds and it is not anticipated to impact the general fund.

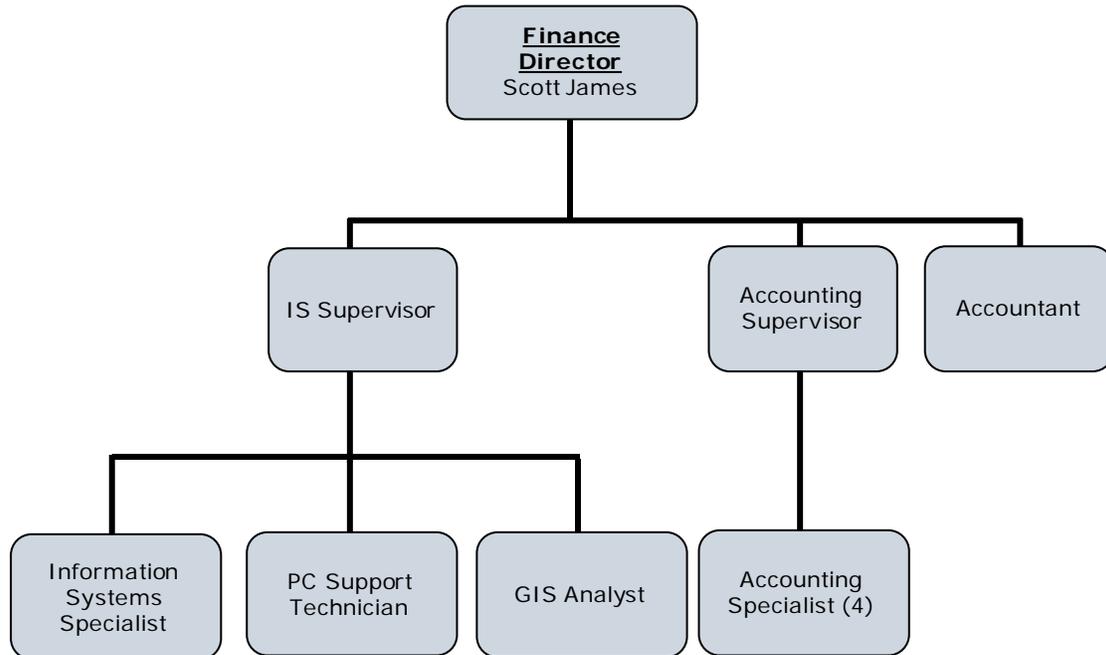
In 2014 the City Council approved a lead clerk position and an increase in the judicial salary from .55 FTE to .75 FTE. These changes will have an ongoing impact on the general fund.

Decision package #4 added \$43,000 to 2015 costs for the paperless court.

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

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Court								
Salaries	405,612	381,405	452,400	448,425	67,020	18%	(3,975)	-1%
Overtime	16	-	3,200	500	500	N/A	(2,700)	-84%
Benefits	132,349	119,121	146,000	162,451	43,330	36%	16,451	11%
Supplies	5,377	2,700	4,300	2,700	-	0%	(1,600)	-37%
Supplies - Judicial	-	-	500	530	530	N/A	30	6%
Minor Equipment	1,254	1,000	1,000	1,000	-	0%	-	0%
Small Equipment-Judicial	313	1,500	-	1,500	-	0%	1,500	N/A
Professional Services	38,027	37,000	38,166	39,000	2,000	5%	834	2%
Prof Serv - Interpreter	18,635	18,000	10,920	14,000	(4,000)	-22%	3,080	28%
Communications	2,539	2,500	3,000	3,300	800	32%	300	10%
Travel	1,019	1,390	1,390	1,500	110	8%	110	8%
Rental/Lease	158	400	700	700	300	75%	-	0%
Repair/Maintenance	46	100	3,000	1,300	1,200	1200%	(1,700)	-57%
Miscellaneous	8,831	36,000	10,000	54,000	18,000	50%	44,000	440%
Misc - Jury	-	1,000	1,000	1,100	100	10%	100	10%
	614,178	602,116	675,576	732,006	129,890	22%	56,430	8%
Probation								
Salaries	65,795	118,643	65,800	90,439	(28,204)	-24%	24,639	37%
Overtime	-	-	-	100	100	N/A	100	N/A
Benefits	25,663	57,883	25,200	46,275	(11,608)	-20%	21,075	84%
Supplies	8,793	6,700	6,700	6,700	-	0%	-	0%
Small Equipment	85	-	260	300	300	N/A	40	15%
Prof Serv - Interpreter	10,853	14,000	10,000	11,000	(3,000)	-21%	1,000	10%
Communications	-	100	-	100	-	0%	100	N/A
Travel	1,069	1,000	1,000	1,000	-	0%	-	0%
Rental/Lease	1,011	670	670	700	30	4%	30	4%
Repairs & Maintenance	210	510	300	300	(210)	-41%	-	0%
Miscellaneous	1,120	250	1,000	1,100	850	340%	100	10%
	114,598	199,756	110,930	158,014	(41,742)	-21%	47,084	42%
	728,776	801,872	786,506	890,020	88,148	11%	103,514	13%

Fund:	General		Fund #:	001
Department:	Finance & Info Services		Department #:	31
Cost Center	Total Department		Cost Center #:	N/A



Fund:	General		Fund #:	001
Department:	Finance & Info Services		Department #:	31
Cost Center	Total Department		Cost Center #:	N/A

Function

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

Program	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Finance	793,866	808,429	766,566	853,049	44,620	6%	86,483	11%
Fiber Optic Project	43,698	72,035	33,950	59,200	(12,835)	-18%	25,250	74%
Information Services	561,247	893,756	926,988	726,513	(167,243)	-19%	(200,475)	-22%
	1,398,812	1,774,220	1,727,504	1,638,762	(135,458)	-8%	(88,742)	-5%

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Salaries	689,098	771,709	725,900	801,002	29,293	4%	75,102	10%
Overtime	6,840	6,667	8,000	6,667	-	0%	(1,333)	-17%
Benefits	220,730	255,363	262,200	296,225	40,862	16%	34,025	13%
Supplies	23,949	30,371	68,500	36,050	5,679	19%	(32,450)	-47%
Minor Equipment	78,664	73,654	148,050	85,550	11,896	16%	(62,500)	-42%
Professional Services	96,489	129,356	70,500	88,900	(40,456)	-31%	18,400	26%
Communications	50,876	58,960	42,900	61,500	2,540	4%	18,600	43%
Travel	1,036	1,750	1,500	1,750	-	0%	250	17%
Rental/Lease	7,262	8,688	8,138	7,998	(690)	-8%	(140)	-2%
Interfund Rental	1,128	216	216	-	(216)	-100%	(216)	-100%
Repair/Maintenance	157,194	179,986	128,400	202,620	22,634	13%	74,220	58%
Miscellaneous	28,766	10,500	16,200	10,500	-	0%	(5,700)	-35%
Machinery/Equipment	36,779	247,000	247,000	40,000	(207,000)	-84%	(207,000)	-84%
	1,398,812	1,774,220	1,727,504	1,638,762	(135,458)	-8%	(88,742)	-5%

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 2015 Budget Changes

Decision package #5 added \$12,000 to 2015 costs for an intern.

Decision package #6 added \$7,500 to 2015 costs for finance department remodel.

Description	2013 Actual	2014 Budget	2014 Estimate	2015 Budget	\$ Change	% Change	\$ Change	% Change
					15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Salaries	508,726	553,511	509,100	557,767	4,256	1%	48,667	10%
Overtime	4,877	4,667	4,500	4,667	-	0%	167	4%
Benefits	158,988	181,583	187,300	214,565	32,982	18%	27,265	15%
Supplies	13,539	7,836	7,000	7,850	14	0%	850	12%
Small Equipment	304	654	1,050	650	(4)	-1%	(400)	-38%
Professional Services	60,995	9,256	6,500	9,300	44	0%	2,800	43%
Communications	638	1,000	900	1,000	-	0%	100	11%
Travel	299	950	700	950	-	0%	250	36%
Rental/Lease	3,285	3,300	3,300	3,300	-	0%	-	0%
Interfund Rental	1,128	216	216	0	(216)	-100%	(216)	-100%
Repair/Maintenance	35,391	38,456	39,800	46,000	7,544	20%	6,200	16%
Miscellaneous	5,696	7,000	6,200	7,000	-	0%	800	13%
	793,866	808,429	766,566	853,049	44,620	6%	86,483	11%

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

Function

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

Budget Narrative

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

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

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

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

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

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

Major 2015 Budget Changes

None

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Supplies	471	(5,665)	-	-	5,665	-100%	N/A	N/A
Small Equipment	7,874	3,500	15,000	15,000	11,500	329%	-	0%
Professional Services	18,339	58,500	5,000	20,000	(38,500)	-66%	15,000	300%
Communications	5,380	13,200	8,000	15,700	2,500	19%	7,700	96%
Rental/Lease	317	900	350	900	-	0%	550	157%
Repairs & Maintenance	6,898	1,600	5,600	7,600	6,000	375%	2,000	36%
Miscellaneous	4,419	-	-	-	N/A	N/A	N/A	N/A
	43,698	72,035	33,950	59,200	(12,835)	-18%	25,250	74%

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

Function

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

Budget Narrative

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

Major 2015 Budget Changes

Decision package #7 added \$14,020 to 2015 costs for repair and maintenance.
 Decision package #8 added \$30,000 to 2015 costs for after-hours support & IT supplement.

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

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Salaries	180,371	218,198	216,800	243,235	25,037	11%	26,435	12%
Overtime	1,964	2,000	3,500	2,000	-	0%	(1,500)	-43%
Benefits	61,742	73,780	74,900	81,660	7,880	11%	6,760	9%
Supplies	9,939	28,200	61,500	28,200	-	0%	(33,300)	-54%
Small Equipment	70,486	69,500	132,000	69,900	400	1%	(62,100)	-47%
Professional Services	17,155	61,600	59,000	59,600	(2,000)	-3%	600	1%
Communications	44,859	44,760	34,000	44,800	40	0%	10,800	32%
Travel	737	800	800	800	-	0%	-	0%
Repair/Maintenance	114,904	139,930	83,000	149,020	9,090	6%	66,020	80%
Miscellaneous	18,650	3,500	10,000	3,500	-	0%	(6,500)	-65%
Interfund Rental	3,660	4,488	4,488	3,798	(690)	-15%	(690)	-15%
Machinery/Equipment	36,779	40,000	40,000	40,000	-	0%	-	0%
Machinery/Equipment	-	207,000	207,000	-	(207,000)	-100%	(207,000)	-100%
	561,247	893,756	926,988	726,513	(167,243)	-19%	(200,475)	-22%

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 2015 Budget Changes

- Decision package #9 added \$250,000 to 2015 costs for the Council contingency and budget priorities.
- Decision package #10 added \$2,500 to 2015 costs for an increase to the Economic Alliance of Snohomish County.
- Decision package #11 added \$1,000 to 2015 costs for Washington Aerospace Partnership.
- Decision package #27 added \$200,000 to 2015 costs for Edmonds Marsh/Daylighting Willow Creek carry forward.
- Decision package #33 added \$550,000 to 2015 costs for the annual street preservation program.
- Decision package #34 added \$50,000 to 2015 costs for the trackside warning system.
- Decision package #35 added \$210,000 to 2015 costs for the ESCO IV project carry forward.
- Decision package #36 added \$106,000 to 2015 costs for the SR104 carry forward.

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

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14	15-14	15-14	15-14
					Budget	Budget	Estimate	Estimate
Council Contingency	-	-	-	250,000	250,000	N/A	250,000	N/A
Public Defender	117,338	170,000	180,000	170,000	-	0%	(10,000)	-6%
Miscellaneous Memberships	54,893	55,708	55,800	59,350	3,642	7%	3,550	6%
Excise Taxes	5,280	6,452	6,400	6,500	48	1%	100	2%
State Auditor Fees	35,277	35,000	37,000	38,000	3,000	9%	1,000	3%
Election Costs	-	35,000	30,000	35,000	-	0%	5,000	17%
Voter Registration	-	70,000	65,000	70,000	-	0%	5,000	8%
Unemployment Compensation	30,305	25,000	25,000	25,000	-	0%	-	0%
Miscellaneous	700	-	-	-	N/A	N/A	N/A	N/A
Accrued Vacation/Sick Leave	-	278,171	250,000	125,000	(153,171)	-55%	(125,000)	-50%
Repair & Maintenance-Other Fu	13,910	-	-	-	N/A	N/A	N/A	N/A
Liability & Property Ins.	399,287	379,784	383,900	423,600	43,816	12%	39,700	10%
Hydrant Costs	145,523	200,000	210,000	200,000	-	0%	(10,000)	-5%
Fire District Contract	6,222,779	6,500,000	7,022,800	8,067,700	1,567,700	24%	1,044,900	15%
Ambulance Fees	50,112	50,000	49,000	50,000	-	0%	1,000	2%
Prisoner Care Supplies	(3)	3,000	1,600	3,000	-	0%	1,400	88%
Prisoner Care Professional Serv	9,253	7,347	7,300	7,350	3	0%	50	1%
Prisoner Care Intergovernment	478,777	486,050	480,000	650,000	163,950	34%	170,000	35%
ESCA / SERS	175,495	190,000	192,525	199,300	9,300	5%	6,775	4%
Snocom/New World	817,064	888,768	852,000	934,100	45,332	5%	82,100	10%
Rental/Lease	3,600	3,600	3,600	3,600	-	0%	-	0%
P S Clean Air Agency	23,227	23,185	23,200	30,010	6,825	29%	6,810	29%
Alcoholism Intergovtl Svc	8,218	8,000	9,000	9,000	1,000	13%	-	0%
Senior Center	60,000	60,000	60,000	60,000	-	0%	-	0%
ECA Contingency Reserve	180,000	180,000	180,000	180,000	-	0%	-	0%
2007 Ltgo Bond Principal	39,015	40,749	40,749	42,483	1,734	4%	1,734	4%
2000 Bond Prin - 800 Mgtz	107,580	113,317	113,317	118,338	5,021	4%	5,021	4%
1996/2003 Public Safety Bond P	800,000	2,720,000	2,720,000	-	(2,720,000)	-100%	(2,720,000)	-100%
Fire Station # 20 - Principal	64,014	64,654	64,654	65,298	644	1%	644	1%
2007 Ltgo Bond - Interest	26,841	25,417	25,417	23,930	(1,487)	-6%	(1,487)	-6%
Otr Interest And Debt Service Cc	478	-	-	-	N/A	N/A	N/A	N/A
2000 Bond Interest - 800 Mgtz	40,730	35,351	35,351	29,685	(5,666)	-16%	(5,666)	-16%
1996/2003 Public Safety Bond II	116,103	23,332	23,333	-	(23,332)	-100%	(23,333)	-100%
Fire Station #20 Interest	1,940	1,300	1,300	653	(647)	-50%	(647)	-50%
Transfer To Fund 617	-	179	179	15,000	14,821	8280%	14,821	8280%
Transfer To Fund 009	350,000	594,646	375,000	275,000	(319,646)	-54%	(100,000)	-27%
Transfer to Fund 011	667,000	903,798	636,000	-	(903,798)	-100%	(636,000)	-100%
Transfer to Fund 012	122,935	522,315	-	-	(522,315)	-100%	N/A	N/A
Transfer to Fund 014	-	7,000	7,000	-	(7,000)	-100%	(7,000)	-100%
Transfer To Fund 016	56,600	589,800	379,800	266,600	(323,200)	-55%	(113,200)	-30%
Transfer to Fund 125	8,403	-	-	-	N/A	N/A	N/A	N/A
Transfer to Fund 231	216,649	214,163	214,272	169,875	(44,288)	-21%	(44,397)	-21%
Transfer to Fund 232	-	966,286	966,286	925,310	(40,976)	-4%	(40,976)	-4%
Transfer to Fund 130	-	40,186	40,186	40,000	(186)	0%	(186)	0%
Transfer To Fund 111	100,000	400,000	400,000	400,000	-	0%	-	0%
Transfer To Fund 112	-	679,000	363,000	706,000	27,000	4%	343,000	94%
Transfer To Fund 117	-	20,000	20,000	15,000	(5,000)	-25%	(5,000)	-25%
Transfer to Fund 132	-	200,000	-	200,000	-	0%	200,000	N/A
	11,549,321	17,816,558	16,549,969	14,889,682	(2,926,876)	-16%	(1,660,287)	-10%

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	2013 Actual	2014 Budget	2014 Estimate	2015 Budget	\$ Change 15-14 Budget	% Change 15-14 Budget	\$ Change 15-14 Estimate	% Change 15-14 Estimate
Beginning Balance	409,056	440,744	442,276	518,557	77,813	18%	76,281	17%
Revenue								
Investment Interest	641	300	1,186	1,200	900	300%	14	1%
Interfund Transfer In	350,000	594,646	375,000	275,000	(319,646)	-54%	(100,000)	-27%
Total Revenue	350,641	594,946	376,186	276,200	(318,746)	-54%	(99,986)	-27%
Expenditure								
Medical Benefits	188,768	312,774	199,630	229,575	(83,200)	-27%	29,945	15%
Long Term Care Benefit	102,167	183,337	100,000	125,000	(58,337)	-32%	25,000	25%
Professional Services	6,081	7,000	-	7,000	-	0%	7,000	N/A
Miscellaneous	250	250	275	250	-	0%	(25)	-9%
Total Expenditure	297,265	503,361	299,905	361,825	(141,537)	-28%	61,920	21%
Accruals(Payments Receivables)	(20,156)	-	-	-				
Ending Balance	442,276	532,329	518,557	432,932	(99,397)	-19%	(85,625)	-17%

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	2013 Actual	2014 Budget	2014 Estimate	2015 Budget	\$ Change 15-14 Budget	% Change 15-14 Budget	\$ Change 15-14 Estimate	% Change 15-14 Estimate
Beginning Balance	244,000	387,195	387,195	724,375	337,180	87%	337,180	87%
<u>Revenue</u>								
Investment Interest	29	60	1,180	1,180	1,120	1867%	-	0%
Miscellaneous	35,000	-	-	-	-	-	-	-
Interfund Transfer	667,000	903,798	636,000	-	(903,798)	-100%	(636,000)	-100%
Total Revenue	702,029	903,858	637,180	1,180	(902,678)	-100%	(636,000)	-100%
							N/A	
<u>Expenditures</u>								
Miscellaneous	558,835	300,000	300,000	-	(300,000)	-100%	(300,000)	-100%
Total Expenditures	558,835	300,000	300,000	-	(300,000)	-100%	(300,000)	-100%
							N/A	
Ending Balance	387,195	991,053	724,375	725,555	(265,498)	-27%	1,180	0%

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	2013 Actual	2014 Budget	2014 Estimate	2015 Budget	\$ Change 15-14 Budget	% Change 15-14 Budget	\$ Change 15-14 Estimate	% Change 15-14 Estimate
Beginning Balance	5,278,152	5,376,796	5,410,691	4,563,491	(813,305)	-15%	(847,200)	-16%
<u>Revenue</u>								
Investment Interest	9,604	4,800	19,800	19,800	15,000	313%	-	0%
Interfund Transfer	122,935	522,315	-	-	(522,315)	-100%	N/A	N/A
Total Revenue	132,539	527,115	19,800	19,800	(507,315)	-96%	-	0%
<u>Expenditures</u>								
Interfund Transfer Out	-	-	867,000	800,000	N/A	N/A	N/A	N/A
Total Expenditures	-	-	867,000	800,000	800,000	N/A	(67,000)	-8%
Accruals(Payments Receivables)	-	-	-	-				
Ending Balance	5,410,691	5,903,911	4,563,491	3,783,291	(2,120,620)	-36%	(780,200)	-17%

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	2013 Actual	2014 Budget	2014 Estimate	2015 Budget	\$ Change 15-14 Budget	% Change 15-14 Budget	\$ Change 15-14 Estimate	% Change 15-14 Estimate
Beginning Balance	71,500	61,719	61,719	55,412	(6,307)	-10%	(6,307)	-10%
<u>Revenue</u>								
Employee Parking Permits	17,386	20,238	20,238	20,364	126	1%	126	1%
Investment Interest	116	70	241	200	130	186%	(41)	-17%
Total Revenue	17,502	20,308	20,479	20,564	256	1%	85	0%
<u>Expenditures</u>								
Supplies	1,642	1,700	1,700	1,785	85	5%	85	5%
Small Equipment	555	0	0	0	N/A	N/A	N/A	N/A
Professional Services	25,086	25,086	25,086	25,086	-	0%	-	0%
Interfund Transfer	0	0	0	0	N/A	N/A	N/A	N/A
Total Expenditures	27,283	26,786	26,786	26,871	85	0%	85	0%
Ending Balance	61,719	55,241	55,412	49,105	(6,136)	-11%	(6,307)	-11%

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	2013 Actual	2014 Budget	2014 Estimate	2015 Budget	\$ Change 15-14 Budget	% Change 15-14 Budget	\$ Change 15-14 Estimate	% Change 15-14 Estimate
Beginning Balance	2,159	8,744	10,512	5,967	(2,777)	-32%	(4,545)	-43%
<u>Revenue</u>								
Special Assessment Penalty	462	600	600	600	-	0%	-	0%
Special Assessment Interest	5,805	5,000	2,255	2,000	(3,000)	-60%	(255)	-11%
Special Assessment Principal	24,608	23,000	21,200	20,000	(3,000)	-13%	(1,200)	-6%
Total Revenues	30,874	28,600	24,055	22,600	(6,000)	-21%	(1,455)	-6%
<u>Expenditure</u>								
Interfund Transfer	22,130	28,600	28,600	28,567	(33)	0%	(33)	0%
Total Expenditures	22,130	28,600	28,600	28,567	(33)	0%	(33)	0%
Accruals(Payments Receivables)	(391)	-	-	-				
Ending Balance	10,512	8,744	5,967	0	(8,744)	-100%	(5,967)	-100%

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

Function

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

Description	2013 Actual	2014 Budget	2014 Estimate	2015 Budget	\$ Change	% Change	\$ Change	% Change
					15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Beginning Balance	25,733	47,921	47,921	76,581	28,660	60%	28,660	60%
<u>Revenue</u>								
Investment Interest	59	26	60	60	34	131%	-	0%
Interfund Transfer	22,130	28,600	28,600	28,567	(33)	0%	(33)	0%
Total Revenues	22,189	28,626	28,660	28,627	1	0%	(33)	0%
<u>Expenditures</u>								
Expenditures	-	-	-	-	N/A	N/A	N/A	N/A
Total Expenditures	-	-	-	-	N/A	N/A	N/A	N/A
Ending Balance	47,921	76,547	76,581	105,208	28,661	37%	28,627	37%

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

Function

Debt Service Funds are used to account for the accumulation of resources for and payment of general long-term debt principal, interest, and related costs. The LTGO Debt Service Fund (231) provides debt service accounting for the 2012 LTGO bond, which is a general government obligation.

Description	2013 Actual	2014 Budget	2014 Estimate	2015 Budget	\$ Change 15-14 Budget	% Change 15-14 Budget	\$ Change 15-14 Estimate	% Change 15-14 Estimate
Beginning Balance	496	496	496	(0)	(496)	-100%	(496)	-100%
Revenue								
Other Misc Revenue (PFD)	325,693	341,193	341,193	356,293	15,100	4%	15,100	4%
Transfer In From 001	216,649	214,163	214,272	169,875	(44,288)	-21%	(44,397)	-21%
Transfer In From 111	28,649	28,805	28,805	-	(28,805)	-100%	(28,805)	-100%
Transfer In From 126	438,910	438,528	438,528	141,525	(297,003)	-68%	(297,003)	-68%
Total Revenues	1,009,901	1,022,689	1,022,798	667,693	(354,996)	-35%	(355,105)	-35%
Expenditure								
Bond Principal	825,373	854,667	854,667	516,265	(338,402)	-40%	(338,402)	-40%
Bond Interest	184,528	168,023	168,627	151,428	(16,595)	-10%	(17,199)	-10%
Total Expenditures	1,009,901	1,022,690	1,023,294	667,693	(354,997)	-35%	(355,601)	-35%
Ending Balance	496	495	(0)	(0)	(495)	-100%	-	0%

Fund:	2014 Debt Service Fund		Fund #:	232
Department:	Finance & Info Services		Department #:	31
Cost Center	Total Fund		Cost Center #:	N/A

Function

Debt Service Funds are used to account for the accumulation of resources for and payment of general long-term debt principal, interest, and related costs. The 2014 Debt Service Fund (232) provides debt service accounting for the 2014 bank loan which refinanced the 2003 UTGO Refunding Bond. The debt is a general government obligation.

Description	2013 Actual	2014 Budget	2014 Estimate	2015 Budget	\$ Change 15-14 Budget	% Change 15-14 Budget	\$ Change 15-14 Estimate	% Change 15-14 Estimate
Beginning Balance	-	-	-	-	N/A	N/A	N/A	N/A
<u>Revenue</u>								
Transfer In From 001	-	966,286	966,286	925,310	(40,976)	-4%	(40,976)	-4%
Total Revenues	-	966,286	966,286	925,310	(40,976)	-4%	(40,976)	-4%
<u>Expenditure</u>								
Bond Principal	-	923,199	923,199	906,908	(16,291)	-2%	(16,291)	-2%
Bond Interest	-	43,087	43,087	18,402	(24,685)	-57%	(24,685)	-57%
Total Expenditures	-	966,286	966,286	925,310	(40,976)	-4%	(40,976)	-4%
Ending Balance	-	-	-	-	N/A	N/A	N/A	N/A

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

Function

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

Budget Narrative

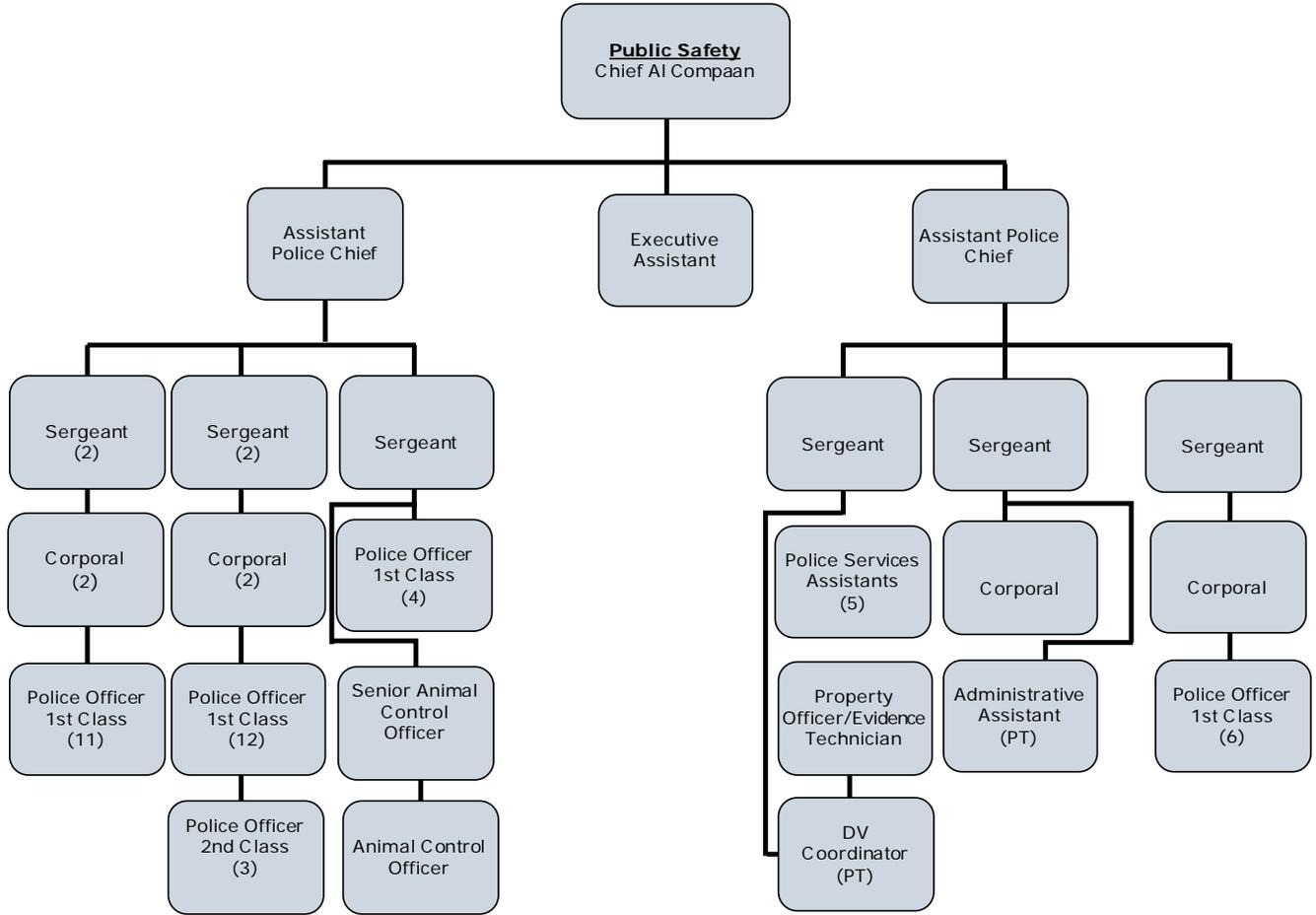
Annual contributions from the General Fund are based on an actuarial study performed by Northwest Plan Services, Inc to assure that its pension and benefit obligation is adequately funded on a pay-as-you-go basis.

Major 2015 Budget Changes

None

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Beginning Balance	216,719	191,014	191,122	179,364	(11,650)	-6%	(11,758)	-6%
<u>Revenue</u>								
Fire Ins Premium Tax	49,492	45,000	49,637	49,700	4,700	10%	63	0%
Investment Interest	355	200	650	650	450	225%	-	0%
Interfund Transfer In	-	179	179	15,000	14,821	8280%	14,821	8280%
Total Revenues	49,847	45,379	50,466	65,350	19,971	44%	14,884	29%
<u>Expenditure</u>								
Pension Payments	51,899	38,796	29,500	38,796	-	0%	9,296	32%
Health Benefits	22,484	49,619	32,724	37,633	(11,986)	-24%	4,909	15%
Professional Services	1,169	1,200	-	1,200	-	0%	1,200	N/A
Total Expenditures	75,552	89,615	62,224	77,629	(11,986)	-13%	15,405	25%
Accruals(Payments Receivables)	108	-	-	-				
Ending Balance	191,122	146,778	179,364	167,085	20,307	14%	(12,279)	-7%

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



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

Mission

The mission of the Edmonds Police Department is:

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

Core Values

The Edmonds Police are committed to the following core values:

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

Vision

We Are:

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

We Will:

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

We Strive:

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

Purpose

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

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

Program	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14	15-14	15-14	15-14
Administration	748,910	821,097	796,713	916,530	95,433	12%	119,817	15%
Records Management	547,005	571,586	571,715	600,223	28,637	5%	28,508	5%
Investigation	1,040,268	1,102,272	1,107,901	1,162,704	60,432	5%	54,803	5%
Patrol	4,657,312	4,736,470	4,671,812	4,744,044	7,574	0%	72,232	2%
Special Operations	13,003	20,802	20,652	23,046	2,244	11%	2,394	12%
K-9 Unit	292,630	309,949	312,550	320,577	10,628	3%	8,027	3%
Training	214,030	234,261	230,088	246,648	12,387	5%	16,560	7%
Ordinance Enforcement	228,994	249,456	244,124	253,632	4,176	2%	9,508	4%
Traffic	576,124	602,712	545,790	614,987	12,275	2%	69,197	13%
Property Management	94,970	91,759	91,134	102,195	10,436	11%	11,061	12%
Dispatch	48,000	84,000	84,000	86,520	2,520	3%	2,520	3%
	8,461,246	8,824,364	8,676,479	9,071,106	246,742	3%	394,627	5%

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14	15-14	15-14	15-14
Salaries	5,127,390	5,263,948	5,143,600	5,449,273	185,325	4%	305,673	6%
Overtime	407,670	402,456	393,000	396,241	(6,215)	-2%	3,241	1%
Holiday Buyback	175,302	201,026	189,329	209,198	8,172	4%	19,869	10%
Benefits	1,826,734	1,962,070	2,011,100	2,034,473	72,403	4%	23,373	1%
Uniforms	40,324	56,910	49,545	56,910	-	0%	7,365	15%
Supplies	64,705	87,500	81,055	87,500	-	0%	6,445	8%
Small Equipment	14,008	15,900	21,675	35,530	19,630	123%	13,855	64%
Professional Services	137,096	114,662	94,763	114,662	-	0%	19,899	21%
Communications	25,242	25,592	23,700	26,207	615	2%	2,507	11%
Travel	10,706	14,300	12,825	14,300	-	0%	1,475	12%
Rental/Lease	584,766	608,688	608,688	575,500	(33,188)	-5%	(33,188)	-5%
Repair/Maintenance	6,730	16,115	8,219	16,115	-	0%	7,896	96%
Miscellaneous	30,485	44,960	38,980	44,960	-	0%	5,980	15%
Intergovt Services	10,088	10,237	-	10,237	-	0%	10,237	N/A
	8,461,246	8,824,364	8,676,479	9,071,106	246,742	3%	394,627	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 Police Chiefs, a Professional Standards Sergeant, an Executive Assistant, a part time Domestic Violence Coordinator, and a part time Admin. Assistant.
- Uniforms - \$700 uniform allowance for each commissioned (x4) employee and miscellaneous uniform costs.
- Supplies – Paper, printing letterhead and business cards, citizen and employee awards, and office supplies for department.
- Professional Services – Medical and psychological fit-for-duty exams; pre-hire polygraphs, credit checks and medical/psychological exams; accreditation fees; chaplain fees; Xpediter contract ; shredding service; transcription for internal affairs investigations.
- Communications -Shipping for evidence, documents and equipment.
- Travel – Attendance at Snohomish County Sheriff and Police Chief Association meetings.
- Advertising – Unclaimed property/surplus property sales.
- Rental/Lease – copier leases and per copy charges.
- Interfund Rental – covers rental and maintenance/fuel for vehicles for the Chief, two Assistant Chiefs, and a shared staff vehicle.
- Miscellaneous – Credit card merchant fees, and WASPC and FBINAA memberships.
- Intergovernmental Services – Snohomish Regional Drug and Gang Task Force participation.

Major 2015 Budget Changes

None

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

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Salaries	495,923	565,702	558,200	631,988	66,286	12%	73,788	13%
Overtime	2,901	3,282	2,700	3,282	-	0%	582	22%
Holiday Buyback	4,385	4,329	4,429	4,429	100	2%	-	0%
Benefits	130,270	161,845	160,800	191,912	30,067	19%	31,112	19%
Uniforms	2,113	5,100	4,200	5,100	-	0%	900	21%
Supplies	10,274	13,000	11,500	13,000	-	0%	1,500	13%
Small Equipment	-	-	2,500	-	N/A	N/A	(2,500)	-100%
Professional Services	55,971	17,000	14,400	17,000	-	0%	2,600	18%
Advertising	73	125	73	125	-	0%	52	71%
Communications	758	1,000	700	1,000	-	0%	300	43%
Travel	42	175	100	175	-	0%	75	75%
Rental/Lease	16,422	18,000	18,000	18,000	-	0%	-	0%
Interfund Rental	17,976	15,492	15,492	14,472	(1,020)	-7%	(1,020)	-7%
Repair/Maintenance	-	-	219	-	N/A	N/A	(219)	-100%
Miscellaneous	1,374	5,150	3,400	5,150	-	0%	1,750	51%
Intergovt Services	10,088	10,237	-	10,237	-	0%	10,237	N/A
Short-term DV Housing	340	660	-	660	-	0%	660	N/A
	748,910	821,097	796,713	916,530	95,433	12%	\$ 119,817	15%

Fund:	General		Fund #:	001
Department:	Police		Department #:	41
Cost Center	Records Management		Cost Center #:	521.11

Function

Provide all records management for the Police Department and is responsible for incoming telephone calls from the public as well as assisting citizens at the front counter.

Budget Narrative

- Salary and Benefits - one Sergeant and five Police Services Assistants.
- Uniforms - \$360 for each non-commissioned (x5) employee plus \$700 uniform allowance for a commissioned employee.
- Supplies - all department forms and citations.
- Small Equipment – Ergonomic and technology upgrades of various office equipment that is already in need of replacement to include: six comfort floor pads, six wireless keyboard/mouse set-ups, six ergonomic chairs, and a replacement printer for CAD printing
- Professional Services - document imaging support maintenance and microfiche maintenance.
- Repairs/Maintenance - repairs of office equipment and property room security systems.
- Miscellaneous – WA Association of Public Records Officer (WAPRO) dues for Sergeant and two clerks.

Major 2015 Budget Changes

None

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Salaries	376,562	379,725	378,400	399,188	19,463	5%	20,788	5%
Overtime	8,778	8,545	8,400	8,600	55	1%	200	2%
Holiday Buyback	11,425	16,028	13,000	16,898	870	5%	3,898	30%
Benefits	139,688	150,388	156,900	158,637	8,249	5%	1,737	1%
Uniforms	1,123	2,500	2,500	2,500	-	0%	-	0%
Supplies	4,423	4,700	4,465	4,700	-	0%	235	5%
Small Equipment	4,012	5,000	4,750	5,000	-	0%	250	5%
Professional Services	968	2,700	1,800	2,700	-	0%	900	50%
Repair/Maintenance	-	1,500	1,000	1,500	-	0%	500	50%
Miscellaneous	25	500	500	500	-	0%	-	0%
	547,005	571,586	571,715	600,223	28,637	5%	\$ 28,508	5%



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

Function

Investigation of crimes reported within the city.

Budget Narrative

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

Major 2015 Budget Changes

Small Equipment Decision Package - There are several *one-time* small equipment needs (over and above the baseline amount in our budget submission) as follows: portable alarm system for burglary/robbery suspect apprehension; two tablet computers to provide New World/CAD RMS/ACCESS capability to our detectives out in the field; video retrieval kit to enable our detectives to download video and still photos from the plethora of proprietary and open source digital imaging systems in use by businesses and individuals to enhance our ability to retrieve and maintain digital images of suspects; two Adobe Pro licenses to enable better authoring/editing/producing of crime bulletins that are distributed routinely statewide, as well as producing documents/exhibits for court presentation.

Decision package #12 added \$9,730 to 2015 costs for police investigations small equipment.

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

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Salaries	684,518	717,225	705,100	745,452	28,227	4%	40,352	6%
Overtime	31,711	39,644	33,400	39,000	(644)	-2%	5,600	17%
Overtime - Reimbursable	7,104	-	11,800	-	N/A	N/A	(11,800)	-100%
Holiday Buyback	26,622	30,343	27,000	31,538	1,195	4%	4,538	17%
Benefits	243,974	264,459	282,000	273,323	8,864	3%	(8,677)	-3%
Benefits - Reimbursable	1,126	-	2,300	-	N/A	N/A	(2,300)	-100%
Uniforms	6,423	5,600	5,200	5,600	-	0%	400	8%
Supplies	2,208	2,700	2,800	2,700	-	0%	(100)	-4%
Small Equipment	2,086	1,600	1,700	11,330	9,730	608%	9,630	566%
Professional Services	16,003	21,500	17,500	21,500	-	0%	4,000	23%
Travel	108	125	125	125	-	0%	-	0%
Miscellaneous	110	500	400	500	-	0%	100	25%
Interfund Rental	18,276	18,576	18,576	31,636	13,060	70%	13,060	70%
	1,040,268	1,102,272	1,107,901	1,162,704	60,432	5%	54,803	5%

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

Function

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

Budget Narrative

- Salary and Benefits – Includes five Sergeants, four Corporals, and 23 Patrol Officers. Reimbursable overtime and benefits are matched by revenue from third parties such as Edmonds School District (football games, graduations, dances), Edmonds Rotary Club (Waterfront Festival), and the Edmonds Chamber of Commerce (4th of July, Taste of Edmonds).
- Uniforms – Repair and replacement of uniforms lost or damaged on the job or no longer serviceable per the Collective Bargaining Agreement between the Edmonds Police Officers Association and the City; dry cleaning for entire department.
- Supplies – Department batteries, flashlight switches and bulbs, safety flares, traffic cones, duty belts/pouches/holsters, handcuffs, personal protection gloves, safety glasses, hand sanitizer, digital memory cards/flash drives, emergency blankets, personal protection face masks, etc.
- Small Equipment – Patrol digital cameras and police RADAR/LIDAR as needed. Miscellaneous equipment needs for the patrol function.
- Professional Services – Five dive team medical exams, vehicle decontamination and contract towing fees.
- Communications – Fees associated with cellular phones, iPads and Blackberry devices for the entire department.
- Interfund Rental – Charges associated with the rental and maintenance/fuel for patrol vehicles.
- Repair and Maintenance – Service and parts for repair of police radars, LIDAR devices, total station, radios, dive equipment, fire extinguishers and police bicycles; car washes for department vehicles.
- Miscellaneous – Dues for Western Hostage Negotiators Association (WSHNA), Boy Scouts of America, National Association of Field Training Officers (NAFTO).

Major 2015 Budget Changes

- Creation of Small Equipment line item in the amount of \$4,500 is funded via transfers of \$3,000 from Supplies line item and \$1,500 from the miscellaneous line item within this cost center. A transfer of \$3,000 from the Repair/Maintenance line item in this cost center to the Small Equipment line item in the Traffic cost center.

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

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Salaries	2,772,438	2,770,712	2,717,400	2,814,707	43,995	2%	97,307	4%
Overtime	243,510	237,867	222,600	238,000	133	0%	15,400	7%
Overtime - Reimbursable	37,327	33,321	48,900	28,500	(4,821)	-14%	(20,400)	-42%
Holiday Buyback	98,927	115,664	111,000	120,266	4,602	4%	9,266	8%
Benefits	1,025,212	1,087,458	1,095,000	1,095,911	8,453	1%	911	0%
Benefits - Reimbursable	6,156	4,979	9,900	9,800	4,821	97%	(100)	-1%
Uniforms	26,257	37,050	32,000	37,050	-	0%	5,050	16%
Supplies	4,819	12,000	8,500	12,000	-	0%	3,500	41%
Small Equipment	3,130	-	2,500	4,500	4,500	N/A	2,000	80%
Professional Services	9,515	14,000	10,500	14,000	-	0%	3,500	33%
Communications	24,484	24,592	23,000	25,207	615	3%	2,207	10%
Repair/Maintenance	6,197	13,190	7,000	13,190	-	0%	6,190	88%
Miscellaneous	65	3,125	1,000	3,125	-	0%	2,125	213%
Interfund Rental	399,276	382,512	382,512	327,788	(54,724)	-14%	(54,724)	-14%
	4,657,312	4,736,470	4,671,812	4,744,044	7,574	0%	72,232	2%

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 2015 Budget Changes

None

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Uniforms	-	-	700	-	N/A	N/A	(700)	-100%
Supplies	4,603	11,175	11,000	11,175	-	0%	175	2%
Repair/Maintenance	-	425	-	425	-	0%	425	N/A
Miscellaneous	2,003	4,750	4,500	4,750	-	0%	250	6%
Interfund Rental	6,396	4,452	4,452	6,696	2,244	50%	2,244	50%
	13,003	20,802	20,652	23,046	2,244	11%	2,394	12%

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 2015 Budget Changes

None

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Salaries	161,920	193,555	183,100	187,986	(5,569)	-3%	4,886	3%
Overtime	36,417	32,000	31,300	32,000	-	0%	700	2%
Holiday Buyback	7,249	7,920	7,300	7,993	73	1%	693	9%
Benefits	69,553	70,874	87,000	86,998	16,124	23%	(2)	0%
Uniforms	2,232	1,600	1,100	1,600	-	0%	500	45%
Supplies	2,732	2,100	1,750	2,100	-	0%	350	20%
Small Equipment	444	-	-	-	N/A	N/A	N/A	N/A
Professional Services	10,785	1,800	1,000	1,800	-	0%	800	80%
Miscellaneous	120	100	-	100	-	0%	100	N/A
Interfund Rental	1,176	-	-	-	N/A	N/A	N/A	N/A
	292,630	309,949	312,550	320,577	10,628	3%	8,027	3%

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 2015 Budget Changes

None

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

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Salaries	95,655	95,655	97,600	100,004	4,349	5%	2,404	2%
Overtime	6,594	6,500	4,700	6,500	-	0%	1,800	38%
Holiday Buyback	4,047	4,047	4,000	4,231	184	5%	231	6%
Benefits	23,342	24,199	25,100	25,713	1,514	6%	613	2%
Uniforms	700	750	850	750	-	0%	(100)	-12%
Supplies	29,518	36,000	36,000	36,000	-	0%	-	0%
Small Equipment	723	5,200	4,680	5,200	-	0%	520	11%
Professional Services	15,104	17,052	16,200	17,052	-	0%	852	5%
Advertising	-	250	150	250	-	0%	100	67%
Travel	10,556	14,000	12,600	14,000	-	0%	1,400	11%
Repair/Maintenance	493	1,000	-	1,000	-	0%	1,000	N/A
Miscellaneous	25,307	28,000	26,600	28,000	-	0%	1,400	5%
Interfund Rental	1,992	1,608	1,608	7,948	6,340	394%	6,340	394%
	214,030	234,261	230,088	246,648	12,387	5%	16,560	7%

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

Function

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

Budget Narrative

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

Major 2015 Budget Changes

None

Description	2013 Actual	2014 Budget	2014 Estimate	2015 Budget	\$ Change	% Change	\$ Change	% Change
					15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Salaries	125,908	126,905	127,500	133,136	6,231	5%	5,636	4%
Overtime	3,469	3,003	3,000	3,000	(3)	0%	-	0%
Holiday Buyback	5,369	5,394	5,400	5,633	239	4%	233	4%
Benefits	54,561	58,200	59,500	51,425	(6,775)	-12%	(8,075)	-14%
Uniforms	140	1,000	700	1,000	-	0%	300	43%
Supplies	2,158	2,000	1,700	2,000	-	0%	300	18%
Small Equipment	100	-	-	-	N/A	N/A	N/A	N/A
Professional Services	27,160	39,035	32,000	39,035	-	0%	7,035	22%
Miscellaneous	70	75	1,000	75	-	0%	(925)	-93%
Spay and Neuter	988	2,000	1,480	2,000	-	0%	520	35%
Interfund Rental	9,072	11,844	11,844	16,328	4,484	38%	4,484	38%
	228,994	249,456	244,124	253,632	4,176	2%	9,508	4%

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

Function

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

Budget Narrative

- Salary and Benefits – Includes four Traffic Officers. Reimbursable overtime and benefits are matched by revenue from the Washington State Traffic Safety Commission for DUI, seatbelt and speeding emphasis patrols.
- Uniforms – Repair and replacement of uniforms lost or damaged on the job or no longer serviceable per the Collective Bargaining Agreement between the Edmonds Police Officers Association and the City.
- Supplies – Printer ink and miscellaneous supplies.
- Small Equipment – Replacement/upgrade/service agreement of traffic collision investigation equipment/software and replacement of radars.
- Interfund Rental – Charges associated with the rental and maintenance/fuel for the police motorcycles and traffic car.

Major 2015 Budget Changes

- The increase of \$3,000 in the Small Equipment line item is being funded via a transfer from the Supplies line item within the Patrol cost center. The increase is needed as this fund is slightly underfunded and there are on-going needs relating to the hardware/software that is utilized for the traffic collision investigation and reconstruction functions.

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Salaries	356,233	356,233	318,100	374,879	18,646	5%	56,779	18%
Overtime	17,739	28,500	18,900	28,500	-	0%	9,600	51%
Overtime-Reimbursable	12,120	9,135	7,200	8,200	(935)	-10%	1,000	14%
Holiday Buyback	14,815	14,814	14,800	15,590	776	5%	790	5%
Benefits	112,288	118,260	110,700	118,599	339	0%	7,899	7%
Benefits-Reimbursable	1,686	1,365	1,300	2,300	935	68%	1,000	77%
Uniforms	1,173	3,000	2,000	3,000	-	0%	1,000	50%
Supplies	-	125	10	125	-	0%	115	1150%
Small Equipment	2,807	3,000	4,500	3,000	-	0%	(1,500)	-33%
Miscellaneous	83	-	-	-	N/A	N/A	N/A	N/A
Interfund Rental	57,180	68,280	68,280	60,794	(7,486)	-11%	(7,486)	-11%
	576,124	602,712	545,790	614,987	12,275	2%	69,197	13%

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

Function

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

Budget Narrative

- Salary and Benefits - includes one Property Officer/Evidence Technician.
- Uniforms - repair or replacement of uniforms lost or damaged on the job per union contract.
- Supplies - evidence supplies, fingerprint supplies, and drug testing supplies.
- Small Equipment – additional freezer for the storage of organic evidence.
- Professional Services – hazardous materials disposal, analytical and precision balance, and property room audit.
- Interfund rental - charges associated with the rental and maintenance/fuel for the property van.
- Miscellaneous - dues for Law Enforcement Identification and Records Association and miscellaneous evidence processing/handling costs.

Major 2015 Budget Changes

Small Equipment Decision Package - There are several one-time small equipment needs (over and above the baseline amount in our budget submission), as follows: PC for evidence entry; four rolling shelf units for moving/temporary evidence storage; alarm system for Property Room refrigerators/freezers; two evidence label printers. All of these items will enhance efficiency of maintaining crime scene evidence and other property contained within the PD's Property Room.

Decision package #13 added \$5,400 to 2015 costs for property management small equipment.

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Salaries	58,233	58,236	58,200	61,933	3,697	6%	3,733	6%
Overtime	-	659	100	659	-	0%	559	559%
Holiday Buyback	2,464	2,487	2,400	2,620	133	5%	220	9%
Benefits	18,879	20,043	20,600	19,855	(188)	-1%	(745)	-4%
Uniforms	162	310	295	310	-	0%	15	5%
Supplies	3,970	3,700	3,330	3,700	-	0%	370	11%
Small Equipment	706	1,100	1,045	6,500	5,400	491%	5,455	522%
Professional Services	1,516	1,200	1,140	1,200	-	0%	60	5%
Repair/Maintenance	40	-	-	-	N/A	N/A	N/A	N/A
Miscellaneous	-	100	100	100	-	0%	-	0%
Interfund Rental	9,000	3,924	3,924	5,318	1,394	36%	1,394	36%
	94,970	91,759	91,134	102,195	10,436	11%	11,061	12%

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 2015 Budget Changes

None

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Interfund Rental	48,000	84,000	84,000	86,520	2,520	3%	2,520	3.00%
	48,000	84,000	84,000	86,520	2,520	3%	2,520	3.00%

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

Function

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

Purpose

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

Budget Narrative

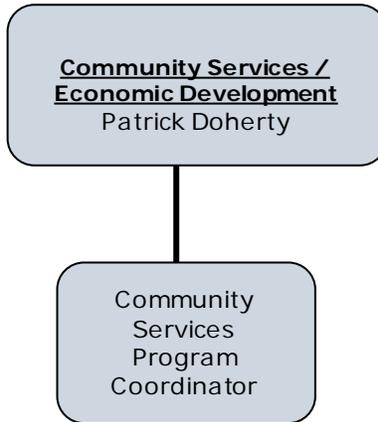
- Supplies – office and drug testing supplies.
- Fuel Consumed – fuel for the narcotics vehicle.
- Small Equipment – undercover equipment purchases.
- Communication – the Blackberry and Nextel phones used by the narcotics detectives; surveillance equipment which operates with wireless technology.
- Repair/Maintenance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

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Beginning Balance	129,346	91,432	128,041	59,641	(31,791)	-35%	(68,400)	-53%
<u>Revenue</u>								
Investment Interest	160	75	-	-	(75)	-100%	N/A	N/A
Miscellaneous Revenue	67,449	20,000	-	43,000	23,000	115%	43,000	N/A
Insurance Recovery	17,375	-	-	-	N/A	N/A	N/A	N/A
Total Revenues	84,983	20,075	-	43,000	22,925	114%	43,000	N/A
<u>Expenditure</u>								
Fuel Consumed	5,102	3,000	6,000	3,000	-	0%	(3,000)	-50%
Small Equipment	6,182	5,000	2,000	5,000	-	0%	3,000	150%
Communications	3,375	2,233	2,400	2,233	-	0%	(167)	-7%
Repair and Maintenan	20	800	-	800	-	0%	800	N/A
Miscellaneous	5,000	20,000	15,000	20,000	-	0%	5,000	33%
Intergovernmental Serv	39,789	50,000	43,000	50,000	-	0%	7,000	16%
Interfund Transfer	500	-	-	-	-	-	-	-
Total Expenditures	59,968	81,033	68,400	81,033	-	0%	12,633	18%
Accruals(Payments Receivables)	(26,319)	-	-	-	-	-	-	-
Ending Balance	128,042	30,474	59,641	21,608	(8,866)	-29%	(38,033)	-64%



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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	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Community Services	322,892	397,654	362,090	391,785	(5,869)	-1%	29,695	8%
Economic Development	47,577	110,370	105,850	50,870	(59,500)	-54%	(54,980)	-52%
	370,469	508,024	467,940	442,655	(65,369)	-13%	(25,285)	-5%

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

Function

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

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

Budget Narrative

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

Major 2015 Budget Changes

Carry-forward of \$5,000 for Strategic Action Plan implementation planning; reduction of \$35,000 already spent in 2014.

Transfer of \$3,924 for Frontier Cable franchise funds related to Recording upgrades in Council Chambers to PW/Facilities.

\$3,600 for social media back-up, archiving, & analytics.

\$30,000 Pilot project for on-call public communications & media liaison services.

Decision package #14 added \$30,000 to 2015 costs for public relations assistance.

Decision package #15 added \$5,000 to 2015 costs for SAP Implementation.

Decision package #16 added \$20,000 to 2015 costs for small matching grant reserves for boards and commissions.

Decision package #48 added \$2,500 to 2015 costs for strategic action plan tracking software.

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Salaries	214,306	216,292	224,300	221,500	5,208	2%	(2,800)	-1%
Benefits	63,388	68,548	58,900	68,895	347	1%	9,995	17%
Supplies	636	1,000	1,000	1,000	-	0%	-	0%
Small Equipment	539	500	500	500	-	0%	-	0%
Professional Services	40,126	80,224	71,300	71,300	(8,924)	-11%	-	0%
Advertising	-	500	500	500	-	0%	-	0%
Communications	900	1,090	1,090	1,090	-	0%	-	0%
Travel	135	1,000	1,000	1,000	-	0%	-	0%
Rental/Lease	2,019	2,000	2,000	2,000	-	0%	-	0%
Repair/Maintenance	-	500	500	500	-	0%	-	0%
Miscellaneous	482	26,000	1,000	23,500	(2,500)	-10%	22,500	2250%
Interfund Rental	360	-	-	-	N/A	N/A	N/A	N/A
	322,892	397,654	362,090	391,785	(5,869)	-1%	29,695	8%

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

Function

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

Budget Narrative

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

Major 2015 Budget Changes

- Reduction of \$40,000 in Professional Services due to completion of communications, arts & cultural calendar, & website redesign planning.
- Reduction of \$15,000 in Professional Services – Advertising due to implementation of above plans.

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Salaries	304	450	500	550	100	22%	50	10%
Benefits	50	120	50	120	-	0%	70	140%
Supplies	265	500	500	500	-	0%	-	0%
Small Equipment	-	300	300	300	-	0%	-	0%
Professional Services	21,733	65,600	61,100	21,000	(44,600)	-68%	(40,100)	-66%
Advertising	20,682	39,000	39,000	24,000	(15,000)	-38%	(15,000)	-38%
Communications	576	400	400	400	-	0%	-	0%
Travel	65	1,000	1,000	1,000	-	0%	-	0%
Miscellaneous	3,902	3,000	3,000	3,000	-	0%	-	0%
	47,577	110,370	105,850	50,870	(59,500)	-54%	(54,980)	-52%

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

Function

This fund was established by Ordinance No. 2010, which imposed a special excise tax of two-percent on the sale of, or charge made for, the furnishing of lodging by a hotel, rooming house, tourist court, motel, trailer camp, and the granting of any similar license to use real property. In accordance with the Revised Code of Washington (RCW) the use of revenues generated by this tax is dedicated to fund facilities, activities, programs or events that will serve to attract visitors to the community. The City’s Lodging Tax Advisory Committee (LTAC) advises Council on effective use of the fund’s assets.

The City receives a total of approximately \$85,629 (based on 2013) in Lodging Tax revenues. Pursuant to the requirement that these funds be used solely for the purpose of promoting tourism and visitors to Edmonds, seventy-five percent of the total revenue is devoted to fund tourism promotion, tourism-related activities, programs and events (the 120 Fund), while the remaining twenty-five percent is directly allocated to the 123 Tourism Promotion/Arts Fund (per CC Resolution 630) to promote tourism through the support of arts and culture events. The revenue in the 120 Fund is allocated annually for a variety of tourism promotion activities and programs. This includes an expenditure of up to \$4,500 that is allocated every three years (last done in 2013) for maintenance work on the City-owned log cabin facility used as a Visitor Information Center. In addition, per Council directive, a transfer of \$4,000 is made annually to the 117 Municipal Arts Fund to partially fund the summer Concerts in the Park, which both bring visitors to Edmonds and serve as an additional attraction or amenity for those visitors already staying in town.

As with previous years, the 2015 budget will be administered by the Economic Development Department, including such activities as event support and promotion, as well as national and regional advertising and promotion. Expenditures will also include support for the Snohomish County Visitor Bureau and the Edmonds Chamber Visitor Center.

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Beginning Balance	99,313	106,736	99,041	112,841	6,105	6%	13,800	14%
<u>Revenue</u>								
75% Hotel/Motel Tax*	64,006	54,000	67,500	67,500	13,500	25%	-	0%
Investment Interest	52	140	300	175	35	25%	(125)	-42%
Total Revenues	64,058	54,140	67,800	67,675	13,535	25%	(125)	0%
<u>Expenditure</u>								
Professional Services	47,174	49,500	49,500	50,500	1,000	2%	1,000	2%
Miscellaneous	157	500	500	500	-	0%	-	0%
Interfund Transfer Out	4,000	4,000	4,000	4,000	-	0%	-	0%
Construction	10,000	0	-	-	N/A	N/A	N/A	N/A
Total Expenditures	61,330	54,000	54,000	55,000	1,000	2%	1,000	2%
Accruals(Payments Receivables)	(3,000)	0	-	-				
Ending Balance	99,041	106,876	112,841	125,516	18,640	17%	12,675	11%

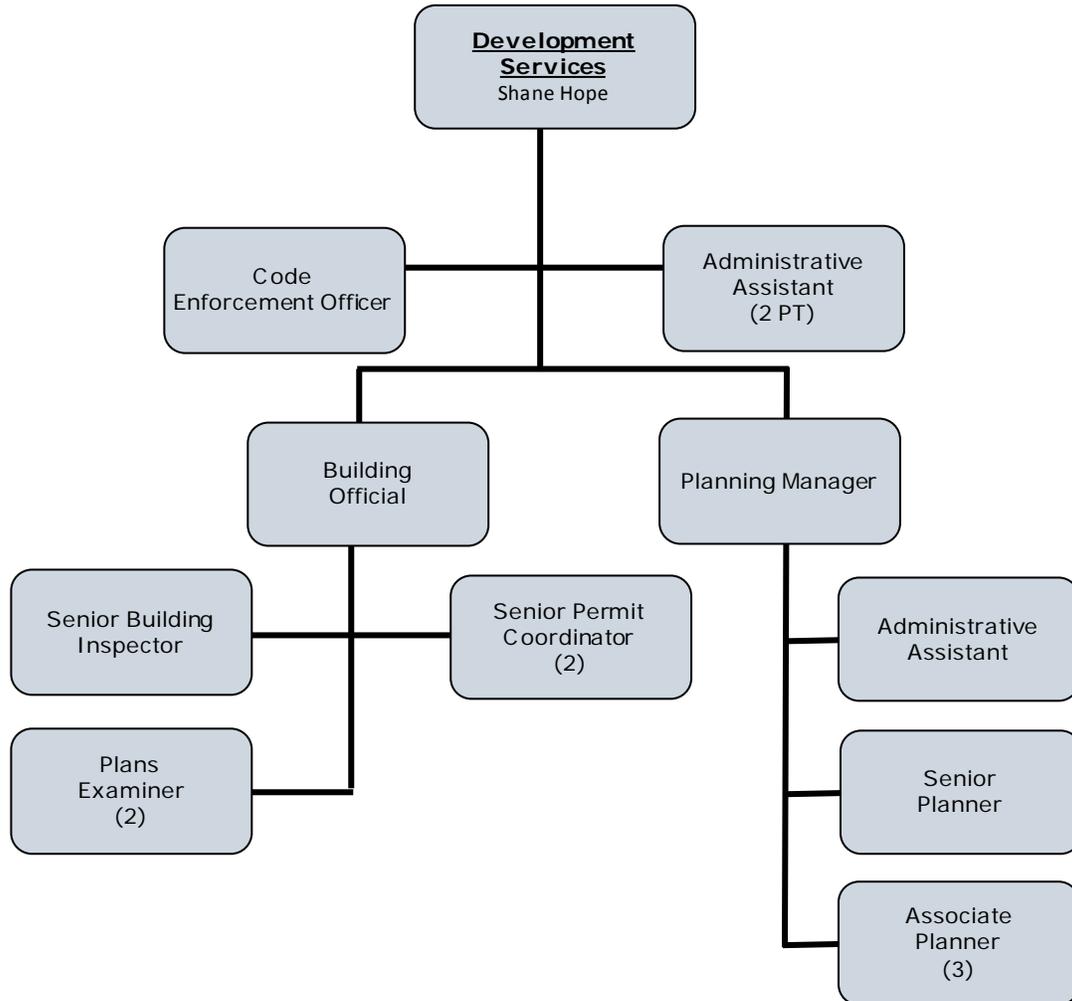
Note:

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



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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
- Prepare drafts and implement City codes, policies, plans, and standards
- Protecting the public’s health and safety
- Providing excellent customer service

Program	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Administration	276,374	631,850	483,300	698,676	66,826	11%	215,376	45%
Planning	700,825	856,663	783,976	887,007	30,344	4%	103,031	13%
Building Services	584,964	730,853	691,526	675,946	(54,907)	-8%	(15,580)	-2%
	1,562,163	2,219,366	1,958,802	2,261,629	42,263	2%	302,827	15%

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Salaries	1,036,527	1,273,306	1,143,200	1,312,415	39,109	3%	169,215	15%
Overtime	1,823	1,300	7,500	1,300	-	0%	(6,200)	-83%
Benefits	368,362	465,402	416,300	511,730	46,328	10%	95,430	23%
Uniforms	-	100	100	500	400	400%	400	400%
Supplies	11,078	13,100	13,100	13,100	-	0%	-	0%
Minor Equipment	1,359	8,650	8,750	4,250	(4,400)	-51%	(4,500)	-51%
Professional Services	80,861	387,256	298,200	316,750	(70,506)	-18%	18,550	6%
Communications	4,317	4,600	5,200	6,100	1,500	33%	900	17%
Travel	891	1,600	2,600	4,250	2,650	166%	1,650	63%
Rental/Lease	21,282	23,776	23,776	23,522	(254)	-1%	(254)	-1%
Interfund Rental	11,964	14,376	14,376	11,712	(2,664)	-19%	(2,664)	-19%
Repairs/Maintenance	112	500	300	5,700	5,200	1040%	5,400	1800%
Miscellaneous	23,586	25,400	25,400	50,300	24,900	98%	24,900	98%
	1,562,163	2,219,366	1,958,802	2,261,629	42,263	2%	302,827	15%

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 one 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 2015 Budget Changes

Some of the professional services (such as the tree code consultant) budgeted in 2014 will be completed before 2015. Travel and miscellaneous costs are slightly higher to reflect full staffing for this division.

Decision package #17 added \$85,000 to 2015 costs for development code update carry forward.
 Decision package #18 added \$57,000 to 2015 costs for digitization and archiving.

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

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Salaries	145,793	297,150	240,000	314,378	17,228	6%	74,378	31%
Overtime	867	1,000	7,500	1,000	-	0%	(6,500)	-87%
Benefits	60,412	104,100	90,000	119,098	14,998	14%	29,098	32%
Supplies	10,915	13,100	13,100	13,100	-	0%	-	0%
Minor Equipment	800	600	600	3,000	2,400	400%	2,400	400%
Professional Services	34,818	193,200	108,200	193,200	-	0%	85,000	79%
Communications	-	-	600	1,500	1,500	N/A	900	150%
Travel	33	100	900	1,500	1,400	1400%	600	67%
Rental/Lease	20,922	20,500	20,500	20,500	-	0%	-	0%
Repairs/Maintenance	112	500	300	5,700	5,200	1040%	5,400	1800%
Miscellaneous	1,702	1,600	1,600	25,700	24,100	1506%	24,100	1506%
	276,374	631,850	483,300	698,676	66,826	11%	215,376	45%

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

Function

The Building Division provides permitting information, permit intake and issuance, plan review services, field inspection services and building code enforcement for public and private development. The Division determines compliance with State mandated building and related construction codes, local regulations and city ordinances and ensures compliance. The Division also maintains a variety of public information and assistance materials, in both printed and digital form, and assists in maintaining the City website.

Budget Narrative

Salaries & Benefits	One Building Official, one Senior Building Inspector, two Plans Examiners, and two Senior Permit Coordinators (6 FTEs)
Overtime	Overtime for the processing and microfilming of permit records, special projects, and maintaining weekly administrative duties for the division, etc.
Uniforms	Boots, field gear, safety equipment, uniforms, raingear – as required by union contract.
Minor Equipment	Small tools and minor equipment.
Professional Services	Consultant reviews, engineering evaluations and studies, etc.
Communications	Phones and wireless devices and services.
Travel	Lodging, meals, mileage for meetings or training.
Advertising	Publication for legal notices.
Miscellaneous	Public forms and handouts, reference books, code books, technical software, training, memberships, dues, registrations, conferences, microfilming, etc.
Interfund Rental	Vehicle rental for units #29, #35 and #122.

Major 2015 Budget Changes

Professional Services: Projects requiring consultant review are reduced back to normal levels now that the department is fully staffed and the heavy load of 2014 is passed.

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

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Salaries	418,106	453,273	420,000	455,249	1,976	0%	35,249	8%
Benefits	122,558	150,354	144,300	174,035	23,681	16%	29,735	21%
Uniforms	-	100	100	500	400	400%	400	400%
Supplies	48	-	-	-	N/A	N/A	N/A	N/A
Minor Equipment	-	7,550	7,550	500	(7,050)	-93%	(7,050)	-93%
Professional Svc	20,607	92,000	92,000	20,000	(72,000)	-78%	(72,000)	-78%
Communications	3,177	3,100	3,100	3,100	-	0%	-	0%
Travel	521	500	500	1,250	750	150%	750	150%
Interfund Rental	11,964	14,376	14,376	11,712	(2,664)	-19%	(2,664)	-19%
Miscellaneous	7,982	9,600	9,600	9,600	-	0%	-	0%
	584,964	730,853	691,526	675,946	(54,907)	-8%	(15,580)	-2%

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

Function

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

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

Budget Narrative

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

Major 2015 Budget Changes

Professional Services includes \$40,000 critical areas study approved in Decision Package #22 in 2014 budget. New for 2015 is annual budget for Affordable Housing Alliance (\$2,500) in professional services.

Decision package #19 added \$25,728 to 2015 costs for GMA extra help.

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

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Salaries	472,628	522,883	483,200	542,788	19,905	4%	59,588	12%
Overtime	957	300	-	300	-	0%	300	N/A
Benefits	185,392	210,948	182,000	218,597	7,649	4%	36,597	20%
Supplies	115	-	-	-	N/A	N/A	N/A	N/A
Minor Equipment	559	500	600	750	250	50%	150	25%
Professional Svc	21,544	98,056	92,500	98,050	(6)	0%	5,550	6%
Advertising	3,892	4,000	5,500	5,500	1,500	38%	-	0%
Communications	1,140	1,500	1,500	1,500	-	0%	-	0%
Travel	337	1,000	1,200	1,500	500	50%	300	25%
Interfund Rental	360	3,276	3,276	3,022	(254)	-8%	(254)	-8%
Miscellaneous	13,902	14,200	14,200	15,000	800	6%	800	6%
	700,825	856,663	783,976	887,007	30,344	4%	103,031	13%

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

Function

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

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

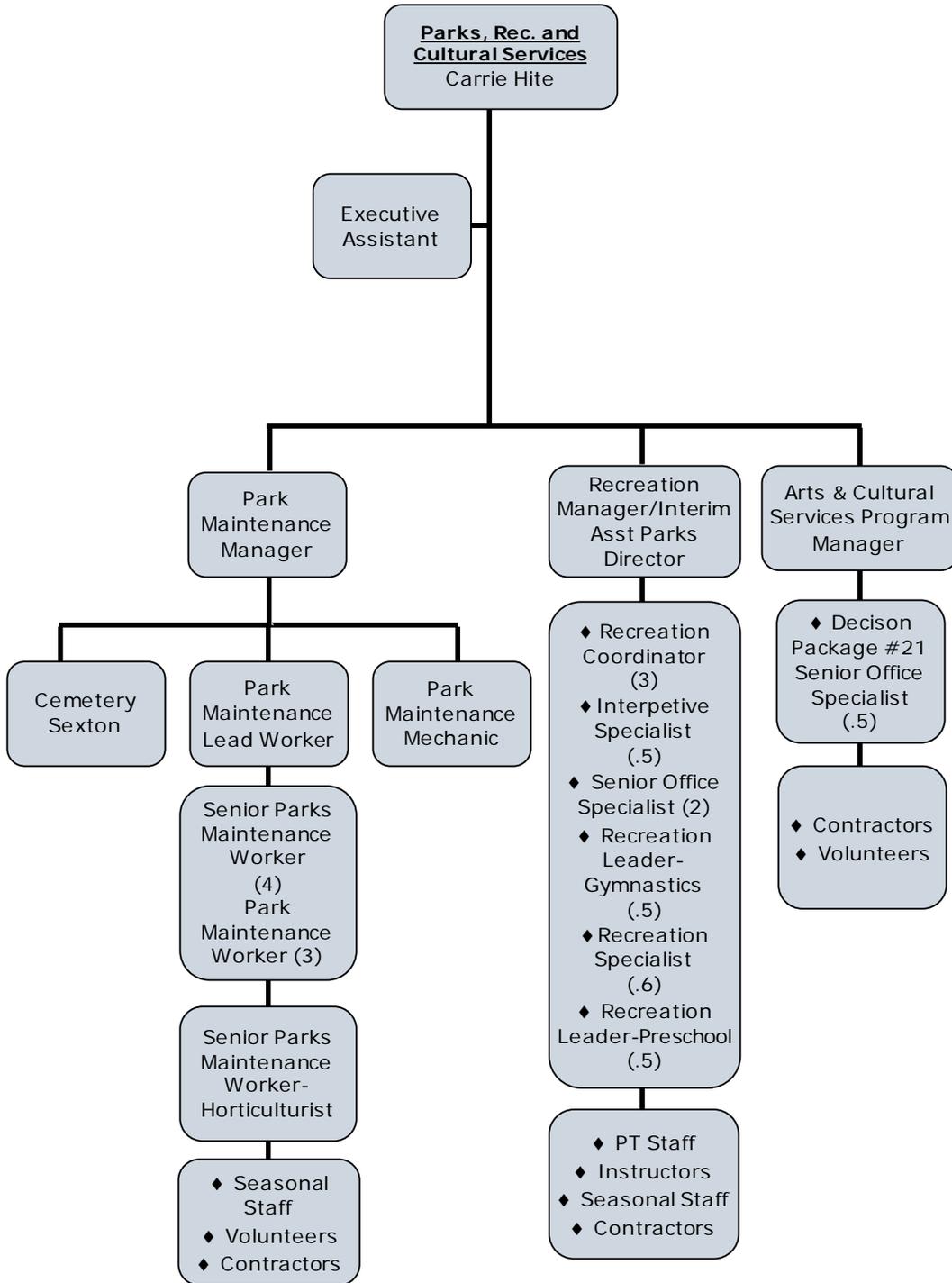
Major 2015 Budget Changes

Miscellaneous: 2014 budget included one-time expenditure of \$7,000 from Council for calendar & brochure printing.

Professional Services: 2015 includes expenditures related to a CLG survey grant in the same amount (i.e., \$7,500).

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Beginning Balance	1,064	1,062	1,062	1,062	0	0%	-	0%
Revenue								
Historic Preservation	4,564	-	-	7,500	7,500	N/A	7,500	N/A
Sale of Merchandise	713	-	-	-	N/A	N/A	N/A	N/A
Investment Interest	1	-	-	-	N/A	N/A	N/A	N/A
Contributions	-	1,000	-	-	(1,000)	-100%	N/A	N/A
Transfer In from 001	-	7,000	7,000	-	(7,000)	-100%	(7,000)	-100%
Total Revenue	5,278	8,000	7,000	7,500	(500)	-6%	500	7%
Expenditure								
Supplies	-	100	-	100	-	0%	100	N/A
Professional Services	-	200	-	7,700	7,500	3750%	7,700	N/A
Miscellaneous	5,280	7,700	7,000	100	(7,600)	-99%	(6,900)	-99%
Total Expenditure	5,280	8,000	7,000	7,900	(100)	-1%	900	13%
Ending Balance	1,062	1,062	1,062	662	(400)	-38%	(400)	-38%

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



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

Mission Statement

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

Purpose

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

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

Program	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	13-12 Budget	13-12 Budget	13-12 Estimate	13-12 Estimate
Administration	493,305	408,211	312,050	351,028	(57,183)	-14%	38,978	12%
Rec. & Cultural Services	890,848	1,129,326	1,156,120	1,231,582	102,256	9%	75,462	7%
Discovery Programs	49,104	52,091	51,728	59,716	7,625	15%	7,988	15%
Aquatics	98,367	124,037	97,781	124,100	63	0%	26,319	27%
Athletics	71,856	91,463	76,977	98,062	6,599	7%	21,085	27%
Day Camp	63,794	73,991	53,131	9,099	(64,892)	-88%	(44,032)	-83%
Fitness	52,431	70,425	56,414	67,425	(3,000)	-4%	11,011	20%
Gymnastics	133,930	144,058	141,987	143,133	(925)	-1%	1,146	1%
Meadowdale Preschool	31,433	35,767	33,818	39,372	3,605	10%	5,554	16%
Parks Maintenance	1,484,145	1,647,336	1,510,501	1,637,054	(10,282)	-1%	126,553	8%
Flower Program	19,622	50,211	39,306	66,135	15,924	32%	26,829	68%
	3,388,835	3,826,916	3,529,813	3,826,706	(210)	0%	296,893	8%

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Salaries	1,718,242	1,823,252	1,682,590	1,886,534	63,282	3%	203,944	12%
Overtime	7,882	5,000	17,300	10,000	5,000	100%	(7,300)	-42%
Benefits	581,413	668,116	640,140	724,342	56,226	8%	84,202	13%
Uniforms	4,281	5,340	4,064	5,340	-	0%	1,276	31%
Supplies	103,296	114,940	108,049	110,740	(4,200)	-4%	2,691	2%
Small Equipment	2,408	43,929	27,891	8,050	(35,879)	-82%	(19,841)	-71%
Professional Services	388,613	561,447	482,651	468,847	(92,600)	-16%	(13,804)	-3%
Communications	29,863	28,818	28,920	29,980	1,162	4%	1,060	4%
Travel	1,949	4,545	3,589	4,445	(100)	-2%	856	24%
Rental/Lease	166,687	170,019	167,559	179,804	9,785	6%	12,245	7%
Public Utility	179,256	175,000	150,000	175,000	-	0%	25,000	17%
Repair/Maintenance	43,209	52,524	49,352	52,549	25	0%	3,197	6%
Miscellaneous	89,105	87,570	81,987	86,580	(990)	-1%	4,593	6%
Intergovernmental Service	72,631	70,695	70,000	70,695	-	0%	695	1%
Equipment	-	15,721	15,721	13,800	(1,921)	-12%	(1,921)	-12%
	3,388,835	3,826,916	3,529,813	3,826,706	(210)	0%	296,893	8%

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 Executive Assistant, and oversees the complete planning and operations of the Parks, Recreation, and Cultural Services Department.

Budget Narrative

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

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

Major 2015 Budget Changes

Decision package #20 reduced \$6,400 from 2015 costs for professional services in order to increase the ranger – naturalist's salaries/benefits.

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Salaries	297,773	193,516	187,700	212,533	19,017	10%	24,833	13%
Benefits	86,773	52,745	58,000	77,095	24,350	46%	19,095	33%
Supplies	3,676	6,300	5,500	6,500	200	3%	1,000	18%
Small Equipment	-	750	750	750	-	0%	-	0%
Professional Services	94,778	141,000	45,000	38,600	(102,400)	-73%	(6,400)	-14%
Advertising	154	250	200	250	-	0%	50	25%
Communications	1,001	600	600	600	-	0%	-	0%
Travel	156	800	800	1,200	400	50%	400	50%
Rental/Lease	7,508	9,500	9,500	9,500	-	0%	-	0%
Miscellaneous	1,486	2,750	4,000	4,000	1,250	45%	-	0%
	493,305	408,211	312,050	351,028	(57,183)	-14%	38,978	12%



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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, Arts & Cultural Services Program Manager, Recreation Coordinators (3), Senior Office Specialists (2), part-time front desk staff and facility attendants. The salary of the facility attendants is recovered by rental revenue.

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

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

Major 2015 Budget Changes

Decision package #21 added \$20,000 to 2015 costs to continue funding the arts assistant position (0.5 FTE).

Decision package #22 added \$85,000 to 2015 costs for professional services due to eliminating the day camp program.

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

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Salaries	425,262	565,690	559,100	587,572	21,882	4%	28,472	5%
Benefits	154,103	215,933	218,300	234,627	18,694	9%	16,327	7%
Supplies	6,914	7,500	7,500	7,500	-	0%	-	0%
Small Equipment	-	23,792	23,792	-	(23,792)	-100%	(23,792)	-100%
Professional Services	179,457	200,000	233,165	285,000	85,000	43%	51,835	22%
Advertising	2,264	3,150	3,172	3,150	-	0%	(22)	-1%
Communications	20,839	21,000	21,882	22,000	1,000	5%	118	1%
Travel	951	1,600	1,070	1,600	-	0%	530	50%
Repair/Maintenance	12,632	13,099	11,827	13,099	-	0%	1,272	11%
Miscellaneous	80,529	71,250	70,000	71,250	-	0%	1,250	2%
Interfund Rental	7,896	6,312	6,312	5,784	(528)	-8%	(528)	-8%
	890,848	1,129,326	1,156,120	1,231,582	102,256	9%	75,462	7%

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 2015 Budget Changes

Decision package #20 added \$6,400 to 2015 costs for the ranger-naturalists salaries and benefits.

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Salaries	37,979	38,843	38,000	45,021	6,178	16%	7,021	18%
Benefits	7,458	7,911	9,000	10,083	2,172	27%	1,083	12%
Uniforms	500	600	264	600	-	0%	336	127%
Supplies	1,184	1,200	1,200	1,200	-	0%	-	0%
Small Equipment	-	887	869	-	(887)	-100%	(869)	-100%
Professional Services	443	1,000	718	1,000	-	0%	282	39%
Communications	867	850	1,012	1,012	162	19%	-	0%
Travel	602	700	615	700	-	0%	85	14%
Miscellaneous	70	100	50	100	-	0%	50	100%
	49,104	52,091	51,728	59,716	7,625	15%	7,988	15%

Fund:	General		Fund #:	001
Department:	Parks, Rec. & Cult. Svcs.		Department #:	64
Cost Center	Aquatics		Cost Center #:	571.24

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.

In 2014, the City partnered with the YMCA to operate Yost Pool for the 2014 season. The City was responsible for the pool operating system and the office; the YMCA was responsible for all other day-to-day operations.

Major 2015 Budget Changes

In 2014, we partnered with the YMCA for the day-to-day operations of Yost Pool with the exception of the office staff. Council approved a budget amendment to transfer \$82,000 from salaries to professional services to pay the YMCA for staffing the pool operations. An agreement hasn't been reached for 2015 and the budget was prepared as if the City is operating the pool in 2015.

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Salaries	79,117	17,548	8,000	99,600	82,052	468%	91,600	1145%
Benefits	14,987	16,564	2,400	16,550	(14)	0%	14,150	590%
Supplies	1,483	3,500	1,475	3,500	-	0%	2,025	137%
Professional Services	-	82,000	82,000	-	(82,000)	-100%	(82,000)	-100%
Advertising	-	200	-	200	-	0%	200	N/A
Repair/Maintenance	1,643	1,725	1,725	1,750	25	1%	25	1%
Miscellaneous	1,138	2,500	2,181	2,500	-	0%	319	15%
	98,367	124,037	97,781	124,100	63	0%	26,319	27%

Fund:	General		Fund #:	001
Department:	Parks, Rec. & Cult. Svcs.		Department #:	64
Cost Center	Athletics		Cost Center #:	571.25

Function

Adult leagues include basketball, softball, volleyball and pickleball. Tennis is offered in the summer for youth and adults. Youth programs include, but are not limited to soccer 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 2015 Budget Changes

None

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Salaries	2,099	2,859	1,630	2,856	(3)	0%	1,226	75%
Benefits	321	474	270	1,116	642	135%	846	313%
Supplies	6,607	10,000	6,200	10,000	-	0%	3,800	61%
Professional Services	47,828	58,200	53,682	65,000	6,800	12%	11,318	21%
Rental/Lease	13,600	16,290	13,830	16,290	-	0%	2,460	18%
Miscellaneous	1,400	3,640	1,365	2,800	(840)	-23%	1,435	105%
	71,856	91,463	76,977	98,062	6,599	7%	21,085	27%

Fund:	General		Fund #:	001
Department:	Parks, Rec. & Cult. Svcs.		Department #:	64
Cost Center	Day Camps		Cost Center #:	571.26

Function

Camp Goodtime (ages 3.5-5) provides a safe and fun traditional summer camp experience for preschool age children. It offers socially enriching experiences.

Budget Narrative

The salaries and benefits cover the Camp Goodtime supervisor and assistants.

Major 2015 Budget Changes

Decision package #22 decreased \$51,000 to 2015 costs due to the elimination of the day camp program based on decreased enrollment.

Description	2013 Actual	2014 Budget	2014 Estimate	2015 Budget	\$ Change	% Change	\$ Change	% Change
					15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Salaries	50,526	57,820	41,780	6,700	(51,120)	-88%	(35,080)	-84%
Benefits	9,806	9,271	8,700	1,799	(7,472)	-81%	(6,901)	-79%
Supplies	2,353	5,000	1,644	600	(4,400)	-88%	(1,044)	-64%
Travel	240	500	232	-	(500)	-100%	(232)	-100%
Miscellaneous	869	1,400	775	-	(1,400)	-100%	(775)	-100%
	63,794	73,991	53,131	9,099	(64,892)	-88%	(44,032)	-83%

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

Function

Fitness classes include but are not limited to Yoga, Tai Chi, Qigong, Tae-Kwon Do, Pilates, Feldenkrais, 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 2015 Budget Changes

None

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Salaries	10,806	19,000	13,320	16,000	(3,000)	-16%	2,680	20%
Benefits	310	1,625	400	1,625	-	0%	1,225	306%
Supplies	195	300	250	300	-	0%	50	20%
Professional Services	40,405	48,000	42,444	48,000	-	0%	5,556	13%
Repairs & Maintenance	715	1,500	-	1,500	-	0%	1,500	N/A
	52,431	70,425	56,414	67,425	(3,000)	-4%	11,011	20%

Fund:	General		Fund #:	001
Department:	Parks, Rec. & Cult. Svcs.		Department #:	64
Cost Center	Gymnastics		Cost Center #:	571.28

Function

All classes in this program are designed to provide positive social and physical experiences with an emphasis on development of major motor skills. The participants 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 team competes locally throughout the gymnastics season. Birthday parties, play zones and camps round out the comprehensive recreational gymnastics and youth fitness programs.

Budget Narrative

The salaries and benefits are for the supervisor 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 2015 Budget Changes

None

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Salaries	98,106	98,745	97,660	100,277	1,532	2%	2,617	3%
Benefits	30,283	36,652	33,300	34,195	(2,457)	-7%	895	3%
Supplies	2,973	4,900	8,400	4,900	-	0%	(3,500)	-42%
Minor Equipment	1,959	2,000	2,000	2,000	-	0%	-	0%
Professional Services	245	800	250	800	-	0%	550	220%
Rental/Lease	161	161	161	161	-	0%	-	0%
Repair/Maintenance	-	500	100	500	-	0%	400	400%
Miscellaneous	203	300	116	300	-	0%	184	159%
	133,930	144,058	141,987	143,133	(925)	-1%	1,146	1%

Fund:	General		Fund #:	001
Department:	Parks, Rec. & Cult. Svcs.		Department #:	64
Cost Center	Meadowdale Preschool		Cost Center #:	571.29

Function

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

Budget Narrative

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

Major 2015 Budget Changes

None

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Salaries	23,398	28,000	27,300	29,930	1,930	7%	2,630	10%
Benefits	3,455	4,412	4,070	6,087	1,675	38%	2,017	50%
Supplies	1,276	1,500	1,200	1,500	-	0%	300	25%
Professional Services	320	720	320	720	-	0%	400	125%
Communications	2,982	1,080	926	1,080	-	0%	154	17%
Travel	-	5	2	5	-	0%	3	150%
Miscellaneous	2	50	-	50	-	0%	50	N/A
	31,433	35,767	33,818	39,372	3,605	10%	5,554	16%



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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 10 full time positions; the Park Maintenance Manager, Parks Maintenance Lead Man, Parks Maintenance Mechanic, Senior Parks Maintenance Worker (6), and a Parks Maintenance Worker.
- Supplies: Soil, sand, infield mix, fertilizers, herbicides, metal/rebar, mower parts, shop tools, lumber, trash liners, safety equipment, cleaning and miscellaneous supplies.
- Rental Lease: Chemical toilets, power equipment, tool lease and equipment rental.
- Public Utility: Includes water, gas, electricity, fuel, oil and dump fees.
- Repair Maintenance: Outside repair service, tree/stump removal, equipment and Marina Beach Pier. There will be an increase in tree removal due to the age of trees throughout our park system.
- Intergovernmental Services: Meadowdale complex and Lynndale Skateboard Park maintenance fees. Permit fees for Yost Pool.
- Interfund Rental: Annual rate for twelve trucks, three tractors, two trailers and shared cost with Public Works Department of bucket truck and wood chipper.

Major 2015 Budget Changes:

- Decision package #23 added \$48,561 to 2015 costs for parks seasonal labor.
- Decision Package #24 added \$4,890 to 2015 costs for overtime needed for weekend maintenance needs.
- Decision package #25 added \$4,800 to 2015 costs for green house seeding machine.
- Decision package #26 added \$13,800 to 2015 costs for ball field groomer.

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

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Salaries	671,258	723,043	649,500	717,387	(5,656)	-1%	67,887	10%
Seasonal Staff Salaries	12,291	44,644	33,200	36,783	(7,861)	-18%	3,583	11%
Overtime	7,544	5,000	17,300	10,000	5,000	100%	(7,300)	-42%
Seasonal Staff Overtime	319	-	-	-	N/A	N/A	N/A	N/A
Benefits	270,005	302,659	290,600	299,121	(3,538)	-1%	8,521	3%
Seasonal Staff Benefits	2,203	12,089	10,000	22,958	10,869	90%	12,958	130%
Uniforms	3,781	4,740	3,800	4,740	-	0%	940	25%
Supplies	72,657	70,680	70,680	70,680	-	0%	-	0%
Small Equipment	-	16,000	-	4,800	(11,200)	-70%	4,800	N/A
Professional Services	22,718	25,427	21,000	25,427	-	0%	4,427	21%
Advertising	-	700	700	700	-	0%	-	0%
Communications	4,175	5,288	4,500	5,288	-	0%	788	18%
Travel	-	940	870	940	-	0%	70	8%
Rental/Lease	46,730	35,000	35,000	35,000	-	0%	-	0%
Interfund Rental	86,952	98,430	98,430	102,455	4,025	4%	4,025	4%
Public Utility	179,256	175,000	150,000	175,000	-	0%	25,000	17%
Repair/Maintenance	28,219	35,700	35,700	35,700	-	0%	-	0%
Miscellaneous	3,408	5,580	3,500	5,580	-	0%	2,080	59%
Intergovernmental Service	72,631	70,695	70,000	70,695	-	0%	695	1%
Machinery and Equip	-	15,721	15,721	-	(15,721)	-100%	(15,721)	-100%
Machinery and Equip	-	-	-	13,800	13,800	N/A	13,800	N/A
	1,484,145	1,647,336	1,510,501	1,637,054	(10,282)	-1%	126,553	8%

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.

Major 2015 Budget Changes

Decision package #28 added \$39,970 to 2015 costs for flower program seasonal labor.

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Salaries	9,628	33,544	25,400	31,875	(1,669)	-5%	6,475	25%
Overtime	20	-	-	-	N/A	N/A	N/A	N/A
Benefits	1,707	7,781	5,100	19,086	11,305	145%	13,986	274%
Supplies	3,978	4,060	4,000	4,060	-	0%	60	2%
Minor Equipment	449	500	480	500	-	0%	20	4%
Interfund Rental	3,840	4,326	4,326	10,614	6,288	145%	6,288	145%
	19,622	50,211	39,306	66,135	15,924	32%	26,829	68%



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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 general fund transfer was restored in 2014.** The Arts and Culture 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 which generates majority of community events revenue
- 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 to publicize arts events and website updates
- Economic development and cultural tourism promotion through capital projects such as streetscape improvements, gateways & wayfinding signage
- Cultural destination marketing through websites and advertising
- Community Cultural Planning and convening for Plan implementation.

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 2015 include both temporary installations and permanent artworks. Anticipated projects include a major potential project at the landscaped entry area to the Edmonds Library, additional unique art elements for the flower basket pole program, potential projects on SR 99 and temporary installations. 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 Education Program 300

The scholarship program was eliminated in 2013. The remaining funds are budgeted annually for arts education projects in collaboration with the Edmonds School District.

Major 2015 Budget Changes

None

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

Description	2013 Actual	2014 Budget	2014 Estimate	2015 Budget	\$ Change 15-14 Budget	% Change 15-14 Budget	\$ Change 15-14 Estimate	% Change 15-14 Estimate
Program 100								
Beginning Balance	307,005	315,675	316,663	337,208	21,533	7%	20,545	6%
<u>Revenue</u>								
Resale Items	114	150	220	150	-	0%	(70)	-32%
Community Events	42,595	40,000	40,000	41,000	1,000	3%	1,000	3%
Investment Interest	560	400	1,000	1,000	600	150%	-	0%
Contributions / Private So	16,388	16,200	16,200	6,200	(10,000)	-62%	(10,000)	-62%
Interfund Transfer In	4,000	24,000	24,000	19,000	(5,000)	-21%	(5,000)	-21%
Total Revenues	63,658	80,750	81,420	67,350	(13,400)	-17%	(14,070)	-17%
<u>Expenditure</u>								
Supplies	6,257	4,000	4,000	4,200	200	5%	200	5%
Small Equipment	723	1,000	1,000	1,500	500	50%	500	50%
Professional Services	40,423	52,600	49,000	49,000	(3,600)	-7%	-	0%
Travel	67	75	75	75	-	0%	-	0%
Rental / Lease	4,281	2,000	2,000	2,000	-	0%	-	0%
Repair and Maintenance	-	300	300	300	-	0%	-	0%
Miscellaneous	2,813	4,500	4,500	4,500	-	0%	-	0%
Total Expenditures	54,564	64,475	60,875	61,575	(2,900)	-4%	700	1%
Accruals(Payments Receivables)	564	-	-	-				
Ending Balance	316,663	331,950	337,208	342,983	11,033	3%	5,775	2%

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

Description	2013 Actual	2014 Budget	2014 Estimate	2015 Budget	\$ Change 15-14 Budget	% Change 15-14 Budget	\$ Change 15-14 Estimate	% Change 15-14 Estimate
Program 200								
Beginning Balance	113,126	107,697	107,757	63,839	(43,858)	-41%	(43,918)	-41%
<u>Revenue</u>								
Investment Interest	197	150	300	300	150	100%	-	0%
Contributions / Private So	650	1,500	1,000	1,500	-	0%	500	50%
Insurance Recovery	1,000	1,350	1,350	-	(1,350)	-100%	(1,350)	-100%
Interfund Transfer In	1,067	19,063	8,282	9,679	(9,384)	-49%	1,397	17%
Total Revenues	2,914	22,063	10,932	11,479	(10,584)	-48%	547	5%
<u>Expenditure</u>								
Supplies	77	200	150	200	-	0%	50	33%
Professional Services	5,169	81,350	54,000	70,000	(11,350)	-14%	16,000	30%
Miscellaneous	97	1,500	700	1,500	-	0%	800	114%
Construction	3,000	824	-	-				
Total Expenditures	8,343	83,874	54,850	71,700	(12,174)	-15%	16,850	31%
Accruals(Payments Receivables)	60	-	-	-				
Ending Balance	107,757	45,886	63,839	3,618	(42,268)	-92%	(60,221)	-94%
Program 300								
Beginning Balance	12,544	8,560	8,560	7,590	(970)	-11%	(970)	-11%
<u>Revenue</u>								
Investment Interest	16	10	30	30	20	200%	-	0%
Total Revenues	16	10	30	30	20	200%	-	0%
<u>Expenditure</u>								
Professional Services	-	1,000	1,000	1,000	N/A	N/A	N/A	N/A
Miscellaneous	4,000	-	-	-	N/A	N/A	N/A	N/A
Total Expenditures	4,000	1,000	1,000	1,000	-	0%	-	0%
Ending Balance	8,560	7,570	7,590	6,620	(950)	-13%	(970)	-13%

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

Function

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

Description	2013 Actual	2014 Budget	2014 Estimate	2015 Budget	\$ Change 15-14 Budget	% Change 15-14 Budget	\$ Change 15-14 Estimate	% Change 15-14 Estimate
Beginning Balance	17,671	17,703	17,703	17,764	61	0%	61	0%
<u>Revenue</u>								
Investment Interest	32	25	61	61	36	144%	-	0%
Total Revenue	32	25	61	61	36	144%	-	0%
<u>Expenditure</u>								
Total Expenditure	0	0	0	0	-	0%	-	0%
Ending Balance	17,703	17,728	17,764	17,825	97	1%	61	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, groups, special events and gifts.

Description	2013 Actual	2014 Budget	2014 Estimate	2015 Budget	\$ Change 15-14 Budget	% Change 15-14 Budget	\$ Change 15-14 Estimate	% Change 15-14 Estimate
Beginning Balance	15,947	13,858	13,858	12,938	(920)	-7%	(920)	-7%
<u>Revenue</u>								
Investment Interest	25	23	40	40	17	74%	-	0%
Contribution/Donation	1,465	1,600	1,040	1,200	(400)	-25%	160	15%
Total Revenues	1,490	1,623	1,080	1,240	(383)	-24%	160	15%
<u>Expenditures</u>								
Miscellaneous	3,579	3,600	2,000	3,000	(600)	-17%	1,000	50%
Total Expenditures	3,579	3,600	2,000	3,000	(600)	-17%	1,000	50%
Ending Balance	13,858	11,881	12,938	11,178	(703)	-6%	(1,760)	-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 produced between 1995 and 2004 that continue to be sold. The Fund is administered with the directions and recommendations of the Edmonds Arts Commission (EAC) with allocations of current Lodging Tax revenue forwarded to the Lodging Tax Advisory Committee (LTAC) for approval. Expenditures promote and advertise artistic events and programs in Edmonds including:

- EAC works in partnership with the Economic Development Department to promote economic development through cultural tourism
- Advertising/promotion for Write on the Sound Writers' Conference, a nationally recognized 2 1/2 day event
- 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 up to \$12,000 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	2013 Actual	2014 Budget	2014 Estimate	2015 Budget	\$ Change 15-14 Budget	% Change 15-14 Budget	\$ Change 15-14 Estimate	% Change 15-14 Estimate
Beginning Balance	60,756	70,429	71,347	75,297	4,868	7%	3,950	6%
Revenue								
25% Hotel/Motel Tax*	21,335	18,000	22,500	22,500	4,500	25%	-	0%
Grants	7,000	-	-	-	N/A	N/A	N/A	N/A
Sale Maps & Books	123	100	200	150	50	50%	(50)	-25%
Investment Interest	122	100	250	250	150	150%	-	0%
Total Revenues	28,581	18,200	22,950	22,900	4,700	26%	(50)	0%
Expenditures								
Professional Services	14,152	15,000	15,000	17,000	2,000	13%	2,000	13%
Miscellaneous	2,989	4,000	4,000	4,500	500	13%	500	13%
Total Expenditures	17,140	19,000	19,000	21,500	2,500	13%	2,500	13%
Accruals(Payments Receivables)	(850)	-	-	-				
Ending Balance	71,347	69,629	75,297	76,697	7,068	10%	1,400	2%

Note:

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

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

Parks and Recreation 000

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

In 2012, the City started the Adopt-A-Flower Basket program, and in 2013 the City added the Adopt-A-Corner Park program. These programs 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 to help offset costs of specific public art projects sited in the City of Edmonds, such as the Art Embellished Flower Basket Poles and 4th Avenue temporary art projects. Revenue is from contributions and interest. Contributions may be considered tax deductible if for “exclusive public purposes”. Expenditures include artwork enhanced flower basket poles and temporary art projects.

Decision package #28 added \$22,175 to 2015 costs for flower program seasonal labor.

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

Description	2013 Actual	2014 Budget	2014 Estimate	2015 Budget	\$ Change 15-14 Budget	% Change 15-14 Budget	\$ Change 15-14 Estimate	% Change 15-14 Estimate
Beginning Balance-000	151,645	150,887	150,887	173,608	22,721	15%	22,721	15%
<u>Revenue</u>								
Grants					N/A	N/A	N/A	N/A
Investment Interest	270	183	548	548	365	199%	-	0%
Contributions	31,400	37,400	23,200	35,700	(1,700)	-5%	12,500	54%
Total Revenues	31,670	37,583	23,748	36,248	(1,335)	-4%	12,500	53%
<u>Expenditure</u>								
Supplies	9,775	11,700	1,027	11,620	(80)	-1%	10,593	1031%
Interfund Transfer Out	12,297	-	-	22,175	22,175	N/A	22,175	N/A
Total Expenditures	22,072	11,700	1,027	33,795	22,095	189%	32,768	3191%
Accruals(Payments Receivables)	(10,357)	-	-	-				
Ending Balance-000	150,887	176,770	173,608	176,061	(709)	0%	2,453	1%
Beginning Balance-100	64,375	64,491	64,491	64,691	200	0%	200	0%
<u>Revenue</u>								
Investment Interest	116	100	200	200	100	100%	-	0%
Total Revenues	116	100	200	200	100	100%	-	0%
<u>Expenditure</u>								
Total Expenditures	-	-	-	-	N/A	N/A	N/A	N/A
Ending Balance-100	64,491	64,591	64,691	64,891	300	0%	200	0%
Beginning Balance-200	10,837	10,299	10,299	9,829	(470)	-5%	(470)	-5%
<u>Revenue</u>								
Investment Interest	16	25	30	30	5	20%	-	0%
Contributions	6,000	6,000	6,000	10,000	4,000	67%	4,000	67%
Total Revenues	6,016	6,025	6,030	10,030	4,005	66%	4,000	66%
<u>Expenditure</u>								
Professional Services	6,553	4,000	4,000	10,000	6,000	150%	6,000	150%
Construction	-	-	2,500	-	N/A	N/A	(2,500)	-100%
Interfund Transfer Out	-	2,500	-	-	(2,500)	-100%	N/A	N/A
Total Expenditures	6,553	6,500	6,500	10,000	3,500	54%	3,500	54%
Ending Balance-200	10,299	9,824	9,829	9,859	35	0%	30	0%

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.

Major 2015 Budget Changes

None

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

Description	2013 Actual	2014 Budget	2014 Estimate	2015 Budget	\$ Change 15-14 Budget	% Change 15-14 Budget	\$ Change 15-14 Estimate	% Change 15-14 Estimate
Beginning Balance	56,530	70,203	74,067	90,325	20,122	29%	16,258	22%
<u>Revenue</u>								
Resale Items/Taxable	26,686	27,000	37,543	27,000	-	0%	(10,543)	-28%
Cemetery Grave Sales	125,334	92,700	95,895	97,500	4,800	5%	1,605	2%
Investment Interest	117	150	-	-	(150)	-100%	N/A	N/A
Contribution/Donation	111	100	-	-	(100)	-100%	N/A	N/A
Miscellaneous	204	-	-	-	N/A	N/A	N/A	N/A
Interfund Transfer-In	-	40,186	40,186	40,000	(186)	0%	(186)	0%
Total Revenue	152,452	160,136	173,624	164,500	4,364	3%	(9,124)	-5%
<u>Expenditures</u>								
Salaries and Wages	68,794	81,251	69,900	71,090	(10,161)	-13%	1,190	2%
Overtime	2,589	3,500	4,700	3,500	-	0%	(1,200)	-26%
Benefits	31,626	39,056	33,200	31,337	(7,719)	-20%	(1,863)	-6%
Uniforms	-	1,000	1,000	1,000	-	0%	-	0%
Supplies	5,065	7,000	5,800	7,000	-	0%	1,200	21%
Resale Items	13,110	20,000	20,000	20,000	-	0%	-	0%
Professional Services	4,018	4,200	4,300	4,200	-	0%	(100)	-2%
Communications	1,419	1,412	1,500	1,412	-	0%	(88)	-6%
Travel	-	500	500	500	-	0%	-	0%
Utilities	130	3,800	3,800	3,800	-	0%	-	0%
Repairs and Maintenanc	-	500	450	500	-	0%	50	11%
Miscellaneous	2,590	4,000	3,000	4,000	-	0%	1,000	33%
Interfund Rental	5,256	9,216	9,216	9,986	770	8%	770	8%
Total Expenditures	134,598	175,435	157,366	158,325	(17,110)	-10%	959	1%
Accruals(Payments Receivables)	(316)	-	-	-				
Ending Balance	74,068	54,904	90,325	96,500	41,596	76%	6,175	7%

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	2013 Actual	2014 Budget	2014 Estimate	2015 Budget	\$ Change 15-14 Budget	% Change 15-14 Budget	\$ Change 15-14 Estimate	% Change 15-14 Estimate
Beginning Balance-100	84,775	84,952	84,952	85,253	301	0%	301	0%
<u>Revenue</u>								
Investment Interest	152	105	301	301	196	187%	-	0%
Contributions	25	-	-	-	N/A	N/A	N/A	N/A
Total Revenues	177	105	301	301	196	187%	-	0%
<u>Expenditure</u>								
Total Expenditures	-	-	-	-	N/A	N/A	N/A	N/A
Ending Balance-100	84,952	85,057	85,253	85,554	497	1%	301	0%
 Beginning Balance- 200	 63,535	 63,699	 63,699	 63,925	 226	 0%	 226	 0%
<u>Revenue</u>								
Investment Interest	114	79	226	226	147	186%	-	0%
Contributions	50	-	-	-	N/A	N/A	N/A	N/A
Total Revenues	164	79	226	226	147	186%	-	0%
<u>Expenditure</u>								
Total Expenditures	-	-	-	-	N/A	N/A	N/A	N/A
Ending Balance-200	63,699	63,778	63,925	64,151	373	1%	226	0%
 Beginning Balance- 300	 1,581	 1,683	 1,684	 1,690	 7	 0%	 6	 0%
<u>Revenue</u>								
Investment Interest	3	2	6	6	4	200%	-	0%
Total Revenues	103	2	6	6	4	200%	-	0%
<u>Expenditure</u>								
Total Expenditures	-	-	-	-	N/A	N/A	N/A	N/A
Ending Balance-300	1,684	1,685	1,690	1,696	11	1%	6	0%

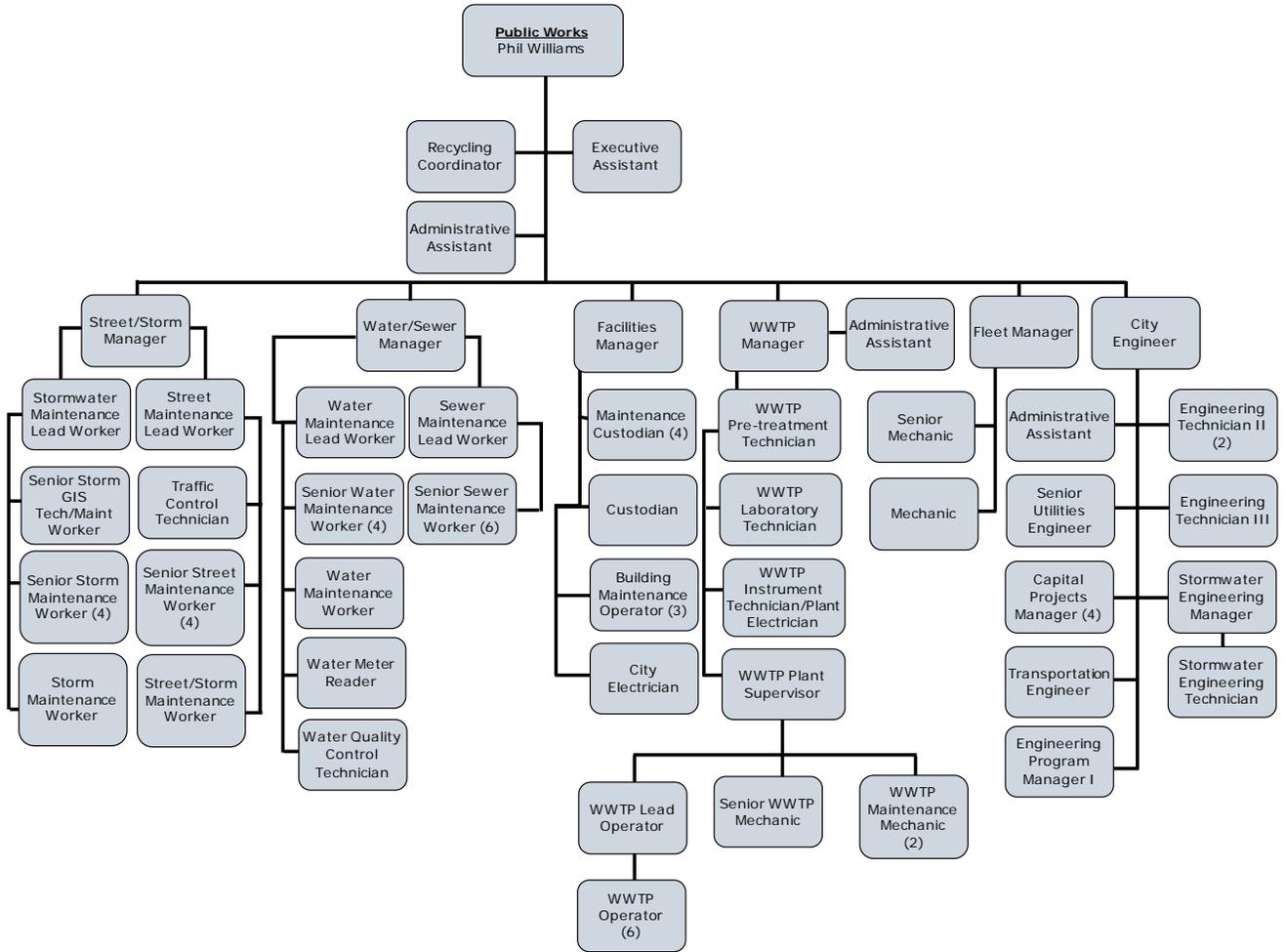
Fund:	Cemetery Maintenance Trust		Fund #:	137
Department:	Parks, Rec. & Cult. Svcs.		Department #:	64
Cost Center	Total Fund		Cost Center #:	N/A

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	2013 Actual	2014 Budget	2014 Estimate	2015 Budget	\$ Change 15-14 Budget	% Change 15-14 Budget	\$ Change 15-14 Estimate	% Change 15-14 Estimate
Beginning Balance	817,775	839,292	835,417	848,760	9,468	1%	13,343	2%
<u>Revenue</u>								
Resale Items/Taxable	2,965	2,700	3,754	2,700	-	0%	(1,054)	-28%
Cemetery Grave Sales	14,086	9,270	9,589	9,270	-	0%	(319)	-3%
Investment Interest	591	1,000	-	-	(1,000)	-100%	N/A	N/A
Total Revenues	17,642	12,970	13,343	11,970	(1,000)	-8%	(1,373)	-10%
<u>Expenditure</u>								
Total Expenditures	-	-	-	-	N/A	N/A	N/A	N/A
Ending Balance	835,417	852,262	848,760	860,730	8,468	1%	11,970	1%

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 2015 Budget Changes

None

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

Program	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Administration	325,704	354,098	347,912	352,296	(1,802)	-1%	4,384	1%
Engineering	1,356,123	1,734,579	1,638,402	1,839,271	104,692	6%	200,869	12%
Facilities Maintenance	1,338,459	1,405,827	1,413,860	1,450,852	45,025	3%	36,992	3%
	3,020,286	3,494,504	3,400,174	3,642,419	147,915	4%	242,245	7%

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Salaries	1,839,634	2,079,261	1,988,400	2,122,905	43,644	2%	134,505	7%
Overtime	1,475	7,700	5,700	7,700	-	0%	2,000	35%
Benefits	668,217	768,171	777,100	880,439	112,268	15%	103,339	13%
Uniforms	2,116	2,860	2,730	2,860	-	0%	130	5%
Supplies	74,363	94,600	93,100	94,600	-	0%	1,500	2%
Minor Equipment	7,928	5,200	5,800	6,200	1,000	19%	400	7%
Professional Services	4,109	53,150	51,022	30,200	(22,950)	-43%	(20,822)	-41%
Communications	21,242	26,070	21,680	25,350	(720)	-3%	3,670	17%
Travel	52	1,100	200	1,100	-	0%	900	450%
Rental/Lease	1,218	2,900	2,900	2,900	-	0%	-	0%
Interfund Rental	61,728	73,392	73,392	72,065	(1,327)	-2%	(1,327)	-2%
Public Utility	272,243	282,800	282,500	282,800	-	0%	300	0%
Repair/Maintenance	53,280	76,300	74,200	91,300	15,000	20%	17,100	23%
Miscellaneous	12,683	21,000	21,450	22,000	1,000	5%	550	3%
	3,020,286	3,494,504	3,400,174	3,642,419	147,915	4%	242,245	7.12%

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 2015 Budget Changes

None

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

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Salaries	244,852	250,358	249,400	247,982	(2,376)	-1%	(1,418)	-1%
Overtime	-	200	-	200	-	0%	200	N/A
Benefits	66,913	78,450	77,100	78,360	(90)	0%	1,260	2%
Supplies	4,484	7,600	6,500	7,600	-	0%	1,100	17%
Small Equipment	201	-	600	1,000	1,000	N/A	400	67%
Professional Services	60	200	72	200	-	0%	128	178%
Communications	1,360	1,350	1,000	1,350	-	0%	350	35%
Travel	-	500	-	500	-	0%	500	N/A
Rental/Lease	943	2,400	2,400	2,400	-	0%	-	0%
Interfund Rental	3,384	5,340	5,340	5,004	(336)	-6%	(336)	-6%
Public Utility	2,299	2,800	2,500	2,800	-	0%	300	12%
Repair/Maintenance	-	1,000	-	1,000	-	0%	1,000	N/A
Miscellaneous	1,206	3,900	3,000	3,900	-	0%	900	30%
	325,704	354,098	347,912	352,296	(1,802)	-1%	4,384	1%

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 in past years at Mathey-Ballinger Park and Hazel Miller 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 2015 Budget Changes

There is one minor change to the operating budget, a request for an additional 2% on the line item for utilities to anticipate the difference between rising costs and the Citywide efforts to achieve greater energy efficiency.

Decision package #29 added \$25,000 to 2015 costs for an ADA analysis consultant.

Decision package #30 added \$10,000 to 2015 costs for PS chiller contract.

Decision package #31 added \$5,000 to 2015 costs for alerton controls maintenance.

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

	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14	15-14	15-14	15-14
					Budget	Budget	Estimate	Estimate
Salaries	628,669	624,999	629,500	629,490	4,491	1%	(10)	0%
Overtime	276	2,500	2,700	2,500	-	0%	(200)	-7%
Benefits	243,632	266,668	270,000	264,582	(2,086)	-1%	(5,418)	-2%
Uniforms	1,872	2,500	2,500	2,500	-	0%	-	0%
Supplies	69,878	87,000	86,600	87,000	-	0%	400	0%
Minor Equipment	6,724	3,000	3,000	3,000	-	0%	-	0%
Professional Services	2,945	-	-	25,000	25,000	N/A	25,000	N/A
Communications	13,796	13,500	13,500	13,500	-	0%	-	0%
Rental/Lease	275	500	500	500	-	0%	-	0%
Interfund Rental	44,940	49,560	49,560	52,180	2,620	5%	2,620	5%
Public Utility	269,943	280,000	280,000	280,000	-	0%	-	0%
Repair/Maintenance	52,695	73,500	72,500	88,500	15,000	20%	16,000	22%
Miscellaneous	2,814	2,100	3,500	2,100	-	0%	(1,400)	-40%
	1,338,459	1,405,827	1,413,860	1,450,852	45,025	3%	36,992	3%

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

Function

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

Budget Narrative

Salaries and Benefits	Fourteen(14) Full Time Equivalents (FTEs) including City Engineer, Transportation Engineer, Stormwater Engineering Manager, Senior Utilities Engineer, Engineering Program Manager, four Capital Project Managers, three Engineering Technicians, one Stormwater Engineering Technician, and an Administrative Assistant.
Uniforms	Boot allowance per labor contract, rain gear, etc.
Professional Services	Consultant services for special requirements not related to capital projects.
Communications	Mobile phones for field staff and air cards for I-pads and lap top computers.
Travel	Travel to meetings, seminars, training, etc.
Repair/Maintenance	Repair/maintenance of blueprint copier, plotter, surveying equipment, traffic counters, etc.
Miscellaneous	Bankcard fees for permit transactions, miscellaneous training, conferences, survey software maintenance/tech support, professional publications, MRSC On-Call Rosters, SCCIT, APWA and other memberships and dues, etc.
Interfund Rental	Rental (from Public Works motor pool) of four vehicles and 33% of another staff car.

Major 2015 Budget Changes

Decision package #32 added \$1,000 to 2015 costs for the commute trip reduction (CTR) incentive program.

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

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Salaries	966,112	1,203,904	1,109,500	1,245,433	41,529	3%	135,933	12%
Overtime	1,199	5,000	3,000	5,000	-	0%	2,000	67%
Benefits	357,672	423,053	430,000	537,497	114,444	27%	107,497	25%
Uniforms	244	360	230	360	-	0%	130	57%
Minor Equipment	1,002	2,200	2,200	2,200	-	0%	-	0%
Professional Services	840	52,950	50,950	5,000	(47,950)	-91%	(45,950)	-90%
Advertising	264	-	-	-	N/A	N/A	N/A	N/A
Communications	6,087	11,220	7,180	10,500	(720)	-6%	3,320	46%
Travel	52	600	200	600	-	0%	400	200%
Interfund Rental	13,404	18,492	18,492	14,881	(3,611)	-20%	(3,611)	-20%
Repair/Maintenance	585	1,800	1,700	1,800	-	0%	100	6%
Miscellaneous	8,662	15,000	14,950	16,000	1,000	7%	1,050	7%
	1,356,123	1,734,579	1,638,402	1,839,271	104,692	6%	200,869	12%

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

Function

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

Budget Narrative

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

Major 2015 Budget Changes

Decision package #37 added \$12,500 to 2015 costs for variable message boards.

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

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Beginning Balance	63,056	215,200	145,523	208,647	(6,553)	-3%	63,124	43%
<u>Revenue</u>								
Street And Curb Permit	8,325	4,000	5,000	5,000	1,000	25%	-	0%
Motor Vehicle Fuel Tax	674,679	645,000	670,000	670,000	25,000	4%	-	0%
Transportation Charges	611,283	660,000	650,000	650,000	(10,000)	-2%	-	0%
Investment Interest	3	100	30	30	(70)	-70%	-	0%
Miscellaneous Revenues	3,282	3,000	5,000	4,000	1,000	33%	(1,000)	-20%
Capital Assets Disposition	12,119	-	-	-	N/A	N/A	N/A	N/A
Interfund Transfer In	144,277	400,000	400,000	400,000	-	0%	-	0%
Total Revenues	1,453,969	1,712,100	1,730,030	1,729,030	16,930	1%	(1,000)	0%
<u>Expenditure</u>								
Salaries	432,354	481,344	525,100	526,484	45,140	9%	1,384	0%
Overtime	17,790	21,400	24,600	18,400	(3,000)	-14%	(6,200)	-25%
Benefits	191,711	239,311	253,700	261,435	22,124	9%	7,735	3%
Uniforms	4,146	6,000	6,000	6,000	-	0%	-	0%
Supplies	147,339	240,000	230,000	240,000	-	0%	10,000	4%
Small Equipment	1,981	26,000	19,000	26,000	-	0%	7,000	37%
Professional Services	4,576	14,050	6,000	14,050	-	0%	8,050	134%
Communications	3,139	2,500	3,500	3,500	1,000	40%	-	0%
Training	693	1,000	-	1,000	-	0%	1,000	N/A
Rental/Lease	2,338	2,300	2,154	2,300	-	0%	146	7%
Insurance	87,201	82,400	82,400	82,400	-	0%	-	0%
Public Utility	249,002	275,783	260,230	270,170	(5,613)	-2%	9,940	4%
Repairs & Maintenance	29,154	45,000	41,500	45,000	-	0%	3,500	8%
Miscellaneous	1,400	8,000	-	8,000	-	0%	8,000	N/A
Intergovernmental Services	1,764	2,000	1,000	3,000	1,000	50%	2,000	200%
Interfund Rental	156,840	177,804	177,804	188,944	11,140	6%	11,140	6%
Interfund Transfer Out	28,649	28,805	28,805	-	(28,805)	-100%	(28,805)	-100%
Debt Principal	3,015	3,149	3,149	3,283	134	4%	134	4%
Debt Interest	2,074	1,964	1,964	1,849	(115)	-6%	(115)	-6%
Total Expenditures	1,365,167	1,658,810	1,666,906	1,714,315	55,505	3%	47,409	3%
Accruals(Payments Receivables)	(6,335)	-	-	-				
Ending Balance	145,523	268,490	208,647	223,362	(45,128)	-17%	14,715	7%

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	2013 Actual	2014 Budget	2014 Estimate	2015 Budget	\$ Change 15-14 Budget	% Change 15-14 Budget	\$ Change 15-14 Estimate	% Change 15-14 Estimate
Beginning Balance	-	-	-	-	N/A	N/A	N/A	N/A
<u>Revenue</u>								
Annual Vehicle Fee (TBD)	650,836	645,000	650,000	650,000	5,000	1%	-	0%
Total Revenue	650,836	645,000	650,000	650,000	5,000	1%	-	0%
<u>Expenditure</u>								
Professional Services	1,756	-	-	-	N/A	N/A	N/A	N/A
Insurance	5,000	5,000	2,500	5,000	-	0%	2,500	100%
Intergovernmental Services	599,803	640,000	647,500	645,000	5,000	1%	(2,500)	0%
Interfund Transfers	44,277	-	-	-	N/A	N/A	N/A	N/A
Total Expenditures	650,836	645,000	650,000	650,000	5,000	1%	-	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), Water Maintenance Lead Worker, Water Quality Control Technician, Water Meter Reader, Administrative Assistant (.35 FTE), four Senior Water Maintenance Workers, one Water Maintenance Worker, a Recycling Coordinator, and an allowance for seasonal help.

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

Capital

Significant capital water projects planned in 2015 include:

- Watermain replacement program
- Watermain Street Overlay program

Major 2015 Budget Changes

Decision package #37 added \$12,500 to 2015 costs for variable message boards.

Decision package #40 added \$25,000 to 2015 costs for standard detail updates.

Decision package #41 added \$8,400 to 2015 costs for asset management program updates.

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

Description	2013 Actual	2014 Budget	2014 Estimate	2015 Budget	\$ Change 15-14 Budget	% Change 15-14 Budget	\$ Change 15-14 Estimate	% Change 15-14 Estimate
Beginning Balance	3,856,482	15,244,015	7,381,280	5,077,684	(10,166,331)	-67%	(2,303,596)	-31%
<u>Revenue</u>								
Grants	58,381	35,045	55,267	57,000	21,955	63%	1,733	3%
Custodial & Building Service	743	-	-	-	N/A	N/A	N/A	N/A
Water Sales and Services	6,105,978	6,048,981	6,685,634	7,258,442	1,209,461	20%	572,808	9%
Investment Interest	8,855	1,500	12,000	12,000	10,500	700%	-	0%
Leases Long-Term	55,355	49,000	49,000	54,000	5,000	10%	5,000	10%
Miscellaneous Revenues	80,852	600	7,632	2,000	1,400	233%	(5,632)	-74%
Water Connection Fee	97,382	114,470	241,000	198,000	83,530	73%	(43,000)	-18%
Proceeds Of LT Debt	5,352,663	-	-	-	N/A	N/A	N/A	N/A
Total Revenues	11,760,208	6,249,596	7,050,533	7,581,442	1,331,846	21%	530,909	8%
<u>Expenditure</u>								
Salaries	718,884	677,172	733,700	760,901	83,729	12%	27,201	4%
Overtime	23,408	24,180	16,200	24,180	-	0%	7,980	49%
Benefits	305,808	326,137	337,500	395,599	69,462	21%	58,099	17%
Uniforms	3,859	6,800	3,000	4,000	(2,800)	-41%	1,000	33%
Supplies	132,080	151,838	130,000	150,000	(1,838)	-1%	20,000	15%
Resale Inventory - Water	1,499,289	1,600,000	1,550,000	1,600,000	-	0%	50,000	3%
Resale Inventory - Supplies	120,428	130,816	103,000	143,000	12,184	9%	40,000	39%
Small Equipment	6,669	25,161	35,500	11,000	(14,161)	-56%	(24,500)	-69%
Professional Services	691,903	867,568	518,235	1,065,798	198,230	23%	547,563	106%
Interfund Services	165,016	222,496	162,679	147,341	(75,155)	-34%	(15,338)	-9%
Communications	29,974	35,000	28,000	30,000	(5,000)	-14%	2,000	7%
Training	54	2,600	200	200	(2,400)	-92%	-	0%
Rental/Lease	4,750	3,000	5,000	5,000	2,000	67%	-	0%
Interfund Rental	89,700	101,820	101,820	93,107	(8,713)	-9%	(8,713)	-9%
Insurance	67,607	66,869	85,000	85,000	18,131	27%	-	0%
Public Utility	33,590	40,000	35,000	40,000	-	0%	5,000	14%
Repairs & Maintenance	17,498	17,600	13,000	17,000	(600)	-3%	4,000	31%
Miscellaneous	347,899	307,880	345,000	381,400	73,520	24%	36,400	11%
Intergovernmental Services	25,444	30,000	25,000	30,000	-	0%	5,000	20%
Utility Tax	938,649	920,881	1,023,128	1,115,209	194,328	21%	92,081	9%
Interfund Transfer Out	397,176	292,830	291,663	295,830	3,000	1%	4,167	1%
Equipment	49,849	49,849	-	12,500	(37,349)	-75%	12,500	N/A
Construction Projects	1,991,100	3,614,973	3,181,497	2,721,000	(893,973)	-25%	(460,497)	-14%
Debt Principal	257,334	354,094	354,094	363,321	9,227	3%	9,227	3%
Debt Interest	280,305	275,912	275,913	266,524	(9,388)	-3%	(9,389)	-3%
Debt Issue Costs	22,559	-	-	-	N/A	N/A	N/A	N/A
Total Expenditures	8,220,830	10,145,476	9,354,129	9,757,910	(387,566)	-4%	403,781	4%
Accruals(Payments Receivables)	(14,580)	-	-	-				
Ending Balance	7,381,280	11,348,135	5,077,684	2,901,216	(8,446,919)	-74%	(2,176,468)	-43%

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

Function

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

Budget Narrative**Storm Water Operations**

The Salary and Benefit budget includes .5 FTE Street/Stormwater Manager, one Stormwater Maintenance Lead Worker, four Senior Storm Maintenance Workers, one Storm Maintenance Worker, a Senior Storm GIS Tech/Maint Worker, and an allowance for seasonal help. The Manager also supervises the Street Division.

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

Capital

Significant storm drainage capital projects in 2015 include:

- 105th & 106th Ave Storm Drainage Improvement Project
- 88th & 194th Stormwater improvements
- Northstream Culverter Abandonment (south of Puget Dr)
- Edmonds Marsh/Shellabarger Cr/Willow Cr – Feasibility Study/Marsh Restoration
- Perrinville Creek High Flow Management Projects
- Dayton St stormwater improvements (3rd St and 9th St)
- Dayton St and SR104 Drainage Improvements

Major 2015 Budget Changes

Decision package #37 added \$12,500 to 2015 costs for variable message boards.

Decision package #40 added \$25,000 to 2015 costs for standard detail updates.

Decision package #41 added \$8,400 to 2015 costs for asset management program updates.

Decision package #42 added \$132,500 to 2015 costs for stormwater code update.

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

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Beginning Balance	4,052,490	9,184,099	5,138,365	4,467,846	(4,716,253)	-51%	(670,519)	-13%
<u>Revenue</u>								
Grants	164,963	304,385	888,237	180,000	(124,385)	-41%	(708,237)	-80%
Stormwater Sales	3,153,218	3,255,698	3,295,113	3,443,393	187,695	6%	148,280	4%
Stormwater Mitigation Fees	1,413	-	-	-	N/A	N/A	N/A	N/A
Illegal Discharge Fine	6,734	3,000	5,000	3,000	-	0%	(2,000)	-40%
Investment Interest	11,430	1,300	19,000	10,000	8,700	669%	(9,000)	-47%
Leases Long-Term	14,105	14,014	14,014	14,014	-	0%	-	0%
Miscellaneous Revenues	80,825	36,761	-	-	(36,761)	-100%	N/A	N/A
Water Connection Fee	44,145	15,000	32,000	31,000	16,000	107%	(1,000)	-3%
Proceeds Of LT Debt	904,101	-	-	-	N/A	N/A	N/A	N/A
Insurance Recover	38,039	-	-	-	N/A	N/A	N/A	N/A
Total Revenues	4,418,972	3,630,158	4,253,364	3,681,407	51,249	1%	(571,957)	-13%
<u>Expenditure</u>								
Salaries	526,084	594,775	485,900	588,544	(6,231)	-1%	102,644	21%
Overtime	15,495	6,000	13,300	6,000	-	0%	(7,300)	-55%
Benefits	226,528	258,745	234,700	286,161	27,416	11%	51,461	22%
Uniforms	5,820	6,500	6,000	6,500	-	0%	500	8%
Supplies	40,356	58,333	43,500	45,500	(12,833)	-22%	2,000	5%
Small Equipment	3,118	4,000	4,000	4,000	-	0%	-	0%
Professional Services	1,067,508	1,943,700	1,250,765	1,820,587	(123,113)	-6%	569,822	46%
Interfund Services	173,018	219,990	102,016	263,183	43,193	20%	161,167	158%
Communications	2,304	3,200	3,200	3,200	-	0%	-	0%
Training	864	4,300	2,000	4,300	-	0%	2,300	115%
Rental/Lease	4,130	6,500	2,500	6,500	-	0%	4,000	160%
Interfund Rental	210,912	207,112	207,112	210,833	3,721	2%	3,721	2%
Insurance	8,407	8,089	-	8,089	-	0%	8,089	N/A
Public Utility	8,738	10,500	10,500	10,500	-	0%	-	0%
Repairs & Maintenance	20,366	13,000	11,000	13,000	-	0%	2,000	18%
Miscellaneous	101,133	112,100	112,000	120,500	8,400	7%	8,500	8%
Intergovernmental Services	32,162	75,000	82,647	85,000	10,000	13%	2,353	3%
Utility Tax	286,574	295,973	309,292	323,210	27,237	9%	13,918	4%
Interfund Transfer Out	61,635	54,291	51,035	53,187	(1,104)	-2%	2,152	4%
Land	-	-	-	11,900	11,900	N/A	11,900	N/A
Construction Projects	20,000	2,881,712	1,523,023	2,294,832	(586,880)	-20%	771,809	51%
Debt Principal	216,437	287,215	287,215	266,624	(20,591)	-7%	(20,591)	-7%
Debt Interest	187,244	182,178	182,178	174,142	(8,036)	-4%	(8,036)	-4%
Debt Issue Costs	3,856	-	-	-	N/A	N/A	N/A	N/A
Total Expenditures	3,222,687	7,233,213	4,923,883	6,618,792	(614,421)	-8%	1,694,909	34%
Accruals(Payments Receivables)	(110,409)	-	-	-				
Ending Balance	5,138,365	5,581,044	4,467,846	1,530,461	(4,050,583)	-73%	(2,937,385)	-66%

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

Function

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

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

Budget Narrative**Sewer Operations**

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

Sewer Capital

Significant sewer capital projects planned in 2015 include:

- Sewer Main Replacement Program
- CIPP Sewer Rehabilitation
- Lift Station 1 Metering & Overflow Study
- Lake Ballinger Trunk Sewer Study

Treatment Plant Operations

Due to the regional nature of the Treatment Plant, other agencies pay a proportionate share of both operating and capital expenditures. The City of Edmonds pays approximately 50% of both O&M and capital expenses. Significant impacts to our 2015 operating budget are as follows: development of a training package to achieve the requirements of the new incineration regulations; installation of newly designed air emissions equipment to achieve the requirements of the new incineration regulations; and carbon replacement in all odor control units to ensure proper operation.

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

Major 2015 Budget Impacts

Carbon change out and disposal
 Incinerator repairs and emissions equipment installation
 Training program development for new regulations

Decision package #37 added \$12,500 to 2015 costs for variable message boards.
 Decision package #40 added \$25,000 to 2015 costs for standard detail updates.
 Decision package #41 added \$8,400 to 2015 costs for asset management program updates.
 Decision package #43 added \$80,000 to 2015 costs for an emergency generator.

Treatment Plant Capital

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

Significant 2015 projects

Control System Upgrade - continuing
 Plant Coatings project
 Phase 4 Energy work to include modification to A-Basin #2 and installation of new blower
 Possible repair of Clarifier #3

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

Description	2013 Actual	2014 Budget	2014 Estimate	2015 Budget	\$ Change	% Change	\$ Change	% Change
					15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Beginning Balance	7,164,481	43,359,087	10,885,264	8,749,894	(34,609,193)	-80%	(2,135,370)	-20%
<u>Revenue</u>								
Other/Non-Bus/Lic/Permit	4,145	3,000	-	-	(3,000)	-100%	N/A	N/A
Sewer Sales and Services	6,958,590	6,929,578	7,415,239	8,143,903	1,214,325	18%	728,664	10%
Investment Interest	11,207	3,500	25,000	25,000	21,500	614%	-	0%
Miscellaneous Revenues	79,218	57,567	-	-	(57,567)	-100%	N/A	N/A
Capital Contributions	1,182,020	661,487	721,745	831,395	169,908	26%	109,650	15%
Sewer Connection Fee	59,419	28,000	350,000	71,000	43,000	154%	(279,000)	-80%
Intergovernmental Loan Proc	8,805,000	-	666,632	-	N/A	N/A	(666,632)	-100%
Revenue Bond Premium	77,564	-	-	-	N/A	N/A	N/A	N/A
Interfund Transfer In	855,618	664,068	729,538	762,012	97,944	15%	32,474	4%
Total Revenues	18,032,781	8,347,200	9,908,154	9,833,310	1,486,110	18%	(74,844)	-1%
<u>Expenditure</u>								
Salaries	1,520,375	1,650,330	1,626,300	1,690,580	40,250	2%	64,280	4%
Overtime	92,846	73,000	79,000	81,000	8,000	11%	2,000	3%
Benefits	645,686	760,694	743,100	795,577	34,883	5%	52,477	7%
Uniforms	7,907	11,400	7,000	9,000	(2,400)	-21%	2,000	29%
Supplies	286,908	399,333	325,000	350,000	(49,333)	-12%	25,000	8%
Fuel Consumed	133,031	90,000	130,000	140,000	50,000	56%	10,000	8%
Sewer Inventory	-	-	4,000	4,000	4,000	N/A	-	0%
Small Equipment	18,515	26,000	63,000	46,000	20,000	77%	(17,000)	-27%
Professional Services	1,512,064	1,700,978	922,827	1,534,226	(166,752)	-10%	611,399	66%
Interfund Services	153,668	231,445	203,860	227,739	(3,706)	-2%	23,879	12%
Communications	37,689	40,000	40,000	40,000	-	0%	-	0%
Training	380	7,400	3,000	5,000	(2,400)	-32%	2,000	67%
Excise Tax	-	-	-	60,000	60,000	N/A	60,000	N/A
Rental/Lease	4,830	8,800	8,650	9,850	1,050	12%	1,200	14%
Interfund Rental	126,936	141,168	141,168	191,128	49,960	35%	49,960	35%
Insurance	156,092	155,006	68,051	156,955	1,949	1%	88,904	131%
Public Utility	892,214	1,170,600	976,839	1,055,350	(115,250)	-10%	78,511	8%
Repairs & Maintenance	158,019	175,000	169,000	255,000	80,000	46%	86,000	51%
Miscellaneous	216,119	217,935	210,000	193,400	(24,535)	-11%	(16,600)	-8%
Intergovernmental Services	106,951	408,889	90,000	408,889	-	0%	318,889	354%
Utility Tax	473,465	479,750	519,000	524,200	44,450	9%	5,200	1%
Interfund Transfer Out	1,511,976	1,168,346	1,233,816	1,267,090	98,744	8%	33,274	3%
Equipment	-	449,500	-	542,000	92,500	21%	542,000	N/A
Construction Projects	5,270,094	4,837,535	3,936,623	4,136,647	(700,888)	-14%	200,024	5%
Debt Principal	482,797	393,319	393,319	400,437	7,118	2%	7,118	2%
Debt Interest	131,245	149,971	149,971	143,224	(6,747)	-4%	(6,747)	-4%
Debt Issue Costs	37,158	-	-	-	N/A	N/A	N/A	N/A
Total Expenditures	13,976,966	14,746,399	12,043,524	14,267,292	(479,107)	-3%	2,223,768	18%
Accruals(Payments Receivables)	(335,033)	-	-	-				
Ending Balance	10,885,264	36,959,888	8,749,894	4,315,912	(32,643,976)	-88%	(4,433,982)	-51%

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

Function

Debt Service Funds are used to account for the accumulation of resources for and payment of revenue bond principal, interest, and related costs. The Utility Debt Service Fund (424) provides debt service accounting for the 2013 revenue bond issue, which is backed by the City’s utility rates for water, sewer and storm water.

Description	2013 Actual	2014 Budget	2014 Estimate	2015 Budget	\$ Change 15-14 Budget	% Change 15-14 Budget	\$ Change 15-14 Estimate	% Change 15-14 Estimate
Beginning Balance	-	787,224	843,959	843,959	56,735	7%	(0)	0%
<u>Revenue</u>								
Transfer In from 421	397,176	290,830	290,830	293,830	3,000	1%	3,000	1%
Transfer In from 422	61,635	45,708	45,708	45,508	(200)	0%	(200)	0%
Transfer In from 423	656,358	504,278	504,278	505,078	800	0%	800	0%
Total Revenues	1,115,169	840,816	840,816	844,416	3,600	0%	3,600	0%
<u>Expenditure</u>								
Bond Principal	-	160,000	160,000	170,000	10,000	6%	10,000	6%
Bond Interest	271,210	680,816	680,816	675,416	(5,400)	-1%	(5,400)	-1%
Total Expenditures	271,210	840,816	840,816	845,416	4,600	1%	4,600	1%
Ending Balance	843,959	787,224	843,959	842,959	55,735	7%	(1,000)	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.

2015 Replacement Schedules

- Unit #91-STR Street Department: Tractor boom mower
- Unit# 31-SWR Sewer Department: Vactor truck
- Unit# 776-POL Police Department: Patrol vehicle
- Unit# 133-PRK Park Department: Garbage collection truck (non compacting)

Major 2015 Budget Changes

- Decision package #44 added \$15,000 to 2015 costs for ongoing shop equipment budget.
- Decision package #45 added \$30,000 to 2015 costs for crew truck propane conversion.
- Decision package #46 added \$3,490 to 2015 costs for Harley Davidson police technical training.

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

Description	2013 Actual	2014 Budget	2014 Estimate	2015 Budget	\$ Change 15-14 Budget	% Change 15-14 Budget	\$ Change 15-14 Estimate	% Change 15-14 Estimate
Beginning Balance	4,507,309	6,847,165	5,032,373	5,520,333	(1,326,832)	-19%	487,960	10%
<u>Revenue</u>								
Garage Services	9,977	1,000	7,000	7,000	6,000	600%	-	0%
Sales and Services	12,922	10,000	14,600	11,500	1,500	15%	(3,100)	-21%
Investment Income	8,666	6,500	10,235	9,500	3,000	46%	(735)	-7%
Interfund Income	1,344,372	1,445,608	1,445,608	1,474,567	28,959	2%	28,959	2%
Miscellaneous Revenue	333	0	215	0	N/A	N/A	(215)	-100%
Capital Assets Disposition	65,433	15,000	3,000	0	(15,000)	-100%	(3,000)	-100%
Total Revenues	1,441,702	1,478,108	1,480,658	1,502,567	24,459	2%	21,909	1%
<u>Expenditure</u>								
Salaries	178,166	203,962	204,900	207,189	3,227	2%	2,289	1%
Overtime	886	1,000	1,900	2,000	1,000	100%	100	5%
Benefits	79,780	89,965	95,000	101,263	11,298	13%	6,263	7%
Uniforms	762	1,000	1,000	1,000	-	0%	-	0%
Supplies	105,729	96,500	98,000	98,000	1,500	2%	-	0%
Fuel Consumed	387	1,000	600	1,000	-	0%	400	67%
Resale Supplies	254,520	361,700	297,000	315,200	(46,500)	-13%	18,200	6%
Small Equipment	23,061	8,000	8,000	8,000	-	0%	-	0%
Professional Services	2,172	1,000	1,000	1,000	-	0%	-	0%
Communication	1,590	3,000	3,000	3,000	-	0%	-	0%
Travel	0	0	0	3,300	3,300	N/A	3,300	N/A
Rental/Lease	794	1,500	1,500	1,500	-	0%	-	0%
Insurance	34,153	32,701	0	32,701	-	0%	32,701	N/A
Public Utilities	11,718	14,000	14,000	14,000	-	0%	-	0%
Repair and Maintenance	41,737	60,000	60,000	60,000	-	0%	-	0%
Miscellaneous	5,356	6,000	6,000	7,190	1,190	20%	1,190	20%
Intergovernmental Services	2,352	2,500	2,500	2,500	-	0%	-	0%
Machinery and Equipment	133,934	186,467	185,314	790,000	603,533	324%	604,686	326%
Interfund Services	12,922	10,000	0	10,000	-	0%	10,000	N/A
Interfund Rental	8,496	12,984	12,984	13,618	634	5%	634	5%
Total Expenditures	898,514	1,093,279	992,698	1,672,461	579,182	53%	679,763	68%
Accruals(Payments)	(18,123)	0	0	0				
Ending Balance	5,032,373	7,231,994	5,520,333	5,350,439	(1,881,555)	-26%	(169,894)	-3%

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

Function

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

Description	2013 Actual	2014 Budget	2014 Estimate	2015 Budget	\$ Change	% Change	\$ Change	% Change
					15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Beginning Balance	55,859	55,859	55,859	55,859	-	0%	-	0%
<u>Revenue</u>								
Total Revenue	-	-	-	-	N/A	N/A	N/A	N/A
<u>Expenditure</u>								
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 #:	N/A
Cost Center	Total Fund		Cost Center #:	N/A

Function

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

Budget Narrative

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

Project List

The top funded priority for 2015 is the completion of the ESCO IV Project to bring new units and controls to the Plaza Room, install LED lighting in existing waterfront fixtures, and enhance the efficiency of the Anderson Center steam heating system. This is a rollover of funding approved in 2014 for a project that did not happen because of missing the grant funding window. The proposed budget anticipates receiving grant funding to permit the Fishing Pier Rehabilitation Project, in design phase this year. Decision packages under consideration will allow the completion of reroofing the Anderson Center, installation of a new security system for City Hall, and the increase of the general fund allocation that supports Fund 016 for the first time since the 1990s.

Decision package #35 added \$300,000 to 2015 costs for the ESCO IV project carry forward.

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Beginning Balance	218,076	64,762	(96,490)	152,749	87,987	136%	249,239	-258%
<u>Revenue</u>								
Grants	46,809	90,000	449,566	90,000	-	0%	(359,566)	-80%
Investment Interest	330	-	-	-	N/A	N/A	N/A	N/A
Interfund Transfer In	56,600	589,800	379,800	266,600	(323,200)	-55%	(113,200)	-30%
Total Revenue	103,739	679,800	829,366	356,600	(323,200)	-48%	(472,766)	-57%
<u>Expenditure</u>								
Supplies	965	-	-	-	N/A	N/A	N/A	N/A
Professional Services	127,592	20,000	228,200	90,000	70,000	350%	(138,200)	-61%
Repair and Maintenance	310,148	668,200	351,927	290,000	(378,200)	-57%	(61,927)	-18%
Miscellaneous	1,865	-	-	-	N/A	N/A	N/A	N/A
Construction Projects	-	32,000	-	-	(32,000)	-100%	N/A	N/A
Total Expenditure	440,569	720,200	580,127	380,000	(340,200)	-47%	(200,127)	-34%
Accruals(Payments Receivables)	22,265	-	-	-				
Ending Balance	(96,490)	24,362	152,749	129,349	104,987	431%	(23,400)	-15%

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

Function

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

Budget Narrative

The following transportation improvement projects are scheduled to start construction in 2015.

1. 228th Corridor Improvements & Hwy 99 Lighting (Phase 3)
2. 238th St. Walkway
3. 236th St. Walkway
4. 220th Pavement Overlay Project (76th Ave to 84th Ave)

The engineering designs and acquisition of right of way will continue in 2015 on the following transportation project:

1. 212th St. SW / 76th Ave Intersection Improvements

The following engineering studies are scheduled for completion in 2015:

1. SR104 Complete Streets Corridor Analysis
2. Transportation Plan Update

Major 2015 Budget Changes

Decision package #33 added \$550,000 to 2015 costs for the annual street preservation program

Decision package #34 added \$50,000 to 2015 costs for the trackside warning system.

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

Description	2013 Actuals	2014 Budget	2014 Estimate	2015 Budget	\$ Change 15-14	% Change 15-14	\$ Change 15-14	% Change 15-14
Beginning Balance	(428,241)	481,154	(496,412)	228,357	(252,797)	-53%	724,769	-146%
<u>Revenue</u>								
Grants	1,141,037	7,285,947	3,779,906	6,424,160	(861,787)	-12%	2,644,254	70%
Motor Vehicle Fuel Tax	148,100	115,000	140,000	140,000	25,000	22%	-	0%
Traffic Impact Fees	156,463	105,000	100,000	74,000	(31,000)	-30%	(26,000)	-26%
Investment Interest	49	97	45	45	(52)	-54%	-	0%
Donations	-	46,800	-	-	(46,800)	-100%	N/A	N/A
Interfund Transfer In	216,399	1,678,563	704,905	820,006	(858,557)	-51%	115,101	16%
Total Revenues	1,662,049	9,231,407	4,724,856	7,458,211	(1,773,196)	-19%	2,733,355	58%
<u>Expenditure</u>								
Professional Services	956,128	2,022,300	826,913	1,580,543	(441,757)	-22%	753,630	91%
Interfund Services	146,999	501,703	326,263	479,080	(22,623)	-5%	152,817	47%
Miscellaneous	26,427	-	-	-	N/A	N/A	N/A	N/A
Intangible Rights to Land	-	373,000	277,056	566,087	193,087	52%	289,031	104%
Construction Projects	488,250	6,274,297	2,149,505	4,579,430	(1,694,867)	-27%	2,429,925	113%
Interfund Transfer Out	117,581	387,043	344,027	114,006	(273,037)	-71%	(230,021)	-67%
Debt Principal	72,201	72,203	72,203	72,203	-	0%	-	0%
Debt Interest	4,479	4,120	4,120	3,758	(362)	-9%	(362)	-9%
Total Expenditures	1,812,066	9,634,666	4,000,087	7,395,107	(2,239,559)	-23%	3,395,020	85%
Accruals(Payments Receivables)	81,845	-	-	-	-	-	-	-
Ending Balance	(496,412)	77,895	228,357	291,461	213,566	274%	63,104	28%

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

REET 2

Function

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

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

Budget Narrative

Proposed parks project details for 2014 are shown in the Capital Improvement Program. In addition to ongoing park improvements, significant developments proposed in this 2015 budget include the completion of the City Park Play and Spray Renovation, upgrades to the Fishing Pier, Meadowdale Playfields, Anderson Center stage, and Sunset Avenue. The Parks Department continues to budget to fulfill the goals and objectives of the Parks, Recreation & Open Space Comprehensive Plan.

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

Decision package #33 added \$750,000 to 2015 costs for the annual street preservation program
 Decision package #38 added \$655,000 to 2015 costs for Woodway Fields carry forward.

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

Description	2013 Actual	2014 Budget	2014 Estimate	2015 Budget	\$ Change 15-14 Budget	% Change 15-14 Budget	\$ Change 15-14 Estimate	% Change 15-14 Estimate
Beginning Balance	983,903	1,101,453	1,508,584	1,865,184	763,731	69%	356,600	24%
Revenue								
Local Real Estate Tax - 2nd Half	895,737	902,243	1,000,000	900,000	(2,243)	0%	(100,000)	-10%
Investment Interest	2,638	2,100	4,600	4,000	1,900	90%	(600)	-13%
Interfund Transfer In	8,403	-	-	-	N/A	N/A	N/A	N/A
Total Revenues	906,778	904,343	1,004,600	904,000	(343)	0%	(100,600)	-10%
Expenditure								
Supplies	136,991	30,000	30,000	21,000	(9,000)	-30%	(9,000)	-30%
Professional Services	20,214	400,000	205,000	445,000	45,000	11%	240,000	117%
Advertising	379	-	-	-	N/A	N/A	N/A	N/A
Rental Lease	3,399	-	-	-	N/A	N/A	N/A	N/A
Repair and Maintenance	90,229	152,712	88,000	120,000	(32,712)	-21%	32,000	36%
Interfund Transfer Out	98,818	800,000	-	-	(800,000)	-100%	N/A	N/A
Construction Projects	1	200,000	325,000	1,875,000	1,675,000	838%	1,550,000	477%
Total Expenditures	350,032	1,582,712	648,000	2,461,000	878,288	55%	1,813,000	280%
Accruals(Payments Receivables)	(32,065)	-	-	-				
Ending Balance	1,508,584	423,084	1,865,184	308,184	(114,900)	-27%	(1,557,000)	-83%

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

Function

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

Major 2015 Budget Changes

Decision package #39 added \$260,000 to 2015 costs for the 2014 annual street preservation program carry forward.

Description	2013 Actual	2014 Budget	2014 Estimate	2015 Budget	\$ Change 15-14 Budget	% Change 15-14 Budget	\$ Change 15-14 Estimate	% Change 15-14 Estimate
Beginning Balance	240,115	760,453	464,855	477,893	(282,560)	-37%	13,038	3%
Revenue								
Local Real Estate Tax-First	895,737	902,243	1,000,000	900,000	(2,243)	0%	(100,000)	-10%
Investment Interest	266	2,000	2,330	2,000	-	0%	(330)	-14%
Total Revenues	896,004	904,243	1,002,330	902,000	(2,243)	0%	(100,330)	-10%
Expenditure								
Miscellaneous	-	200,000	-	-	(200,000)	-100%	N/A	N/A
Land	-	10,550	-	-	(10,550)	-100%	N/A	N/A
Construction Projects	-	-	521,000	460,000	460,000	N/A	(61,000)	-12%
Interfund Transfer Out	438,910	959,528	438,528	141,525	(818,003)	-85%	(297,003)	-68%
Debt Principal	17,550	18,330	18,330	119,110	100,780	550%	100,780	550%
Debt Interest	12,074	11,433	11,434	10,765	(668)	-6%	(669)	-6%
Total Expenditures	468,534	1,199,841	989,292	731,400	(468,441)	-39%	(257,892)	-26%
Ending Balance	667,585	464,855	477,893	648,493	183,638	40%	170,600	36%

Fund:	Special Projects		Fund #:	129
Department:	Capital Projects Fund		Department #:	N/A
Cost Center	Total Fund		Cost Center #:	N/A

HIGHWAY 99 INTERNATIONAL DISTRICT ENHANCEMENT

Function

This Fund was established to assist with special capital projects. The project completed in 2014 includes streetscape enhancements in the International District located on Highway 99 between 230th and 224th. Ongoing expenditures are associated with banner maintenance and updating and miscellaneous signage as required over time. Revenue is from grants, contributions and interest. The City received three federal Highway Enhancements grants for the project since 2006.

Description	2013	2014	2014	2015	\$ Change	% Change	\$ Change	% Change
	Actual	Budget	Estimate	Budget	15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Beginning Balance	(73,507)	15,289	6,894	15,922	633	4%	9,028	131%
<u>Revenue</u>								
Wa St Dot - Sr 99	308,748	4,000	22,681	-	(4,000)	-100%	(22,681)	-100%
Total Revenue	308,748	4,000	22,681	-	(4,000)	-100%	(22,681)	-100%
<u>Expenditure</u>								
Professional Services	27,150	2,000	2,000	-	(2,000)	-100%	(2,000)	-100%
Interfund Services	-	2,000	11,653	-	(2,000)	-100%	(11,653)	-100%
Construction Projects	114,251	-	-	-	N/A	N/A	N/A	N/A
Total Expenditures	141,401	4,000	13,653	-	(4,000)	-100%	(13,653)	-100%
Accruals(Payments Receivables)	(86,946)	-	-	-				
Ending Balance	6,894	15,289	15,922	15,922	633	4%	-	0%

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

Function

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

Decision package #27 added \$200,000 to 2015 costs for Edmonds Marsh/Daylighting Willow Creek carry forward. Decision package #38 added \$655,000 to 2015 costs for Woodway Fields carry forward.

Description	2013 Actual	2014 Budget	2014 Estimate	2015 Budget	\$ Change	% Change	\$ Change	% Change
					15-14 Budget	15-14 Budget	15-14 Estimate	15-14 Estimate
Beginning Balance	80,429	718,445	821,706	927,403	208,958	29%	105,697	13%
<u>Revenue</u>								
Grants	84,929	402,500	738,017	2,513,009	2,110,509	524%	1,774,992	241%
Critical Area Enhancements	2,934	112,517	221,812	285,756	173,239	154%	63,944	29%
Parks Donations	135,000	135,000	270,000	-	(135,000)	-100%	(270,000)	-100%
Bond Proceeds	-	-	-	2,000,000	2,000,000	N/A	2,000,000	N/A
Transfer In from 001	-	200,000	-	200,000	-	0%	200,000	N/A
Transfer In from 125	500,000	500,000	-	-	(500,000)	-100%	N/A	N/A
Transfer In from 126	-	200,000	-	-	(200,000)	-100%	N/A	N/A
Transfer In from 127	-	2,500	-	-	(2,500)	-100%	N/A	N/A
Total Revenue	722,863	1,552,517	1,229,829	4,998,765	3,446,248	222%	3,768,936	306%
<u>Expenditure</u>								
Professional Services	280,226	(188,483)	(12,483)	45,000	233,483	-124%	57,483	-460%
Land	-	700,000	900,000	4,300,000	3,600,000	514%	3,400,000	378%
Construction Projects	(11,190)	1,759,000	236,615	817,900	(941,100)	-54%	581,285	246%
Interfund Services	1,114	-	-	-	N/A	N/A	N/A	N/A
Total Expenditure	270,149	2,270,517	1,124,132	5,162,900	2,892,383	127%	4,038,768	359%
Accruals(Payments Receivables)	288,564	-	-	-	-	-	-	-
Ending Balance	821,706	445	927,403	763,268	762,823	171421%	(164,135)	-18%

Fund Capital Improvements Program No..	2014 Budget	2014 Estimate	2015 Budget
Transportation Projects- Fund 112			
112 Annual Street Preservation Program		940,000	1,300,000
112 220th St. SW Pavement Overlay (76th Ave to 84th Ave)		-	1,040,000
112 Citywide Safety Improvements	266,000	258,000	3,000
112 212th SW @ 84th Ave (Five Corners) Roundabout	2,894,880	3,426,637	295,000
112 SR99 - 228th St. SW Corridor & Safety Improvements	2,710,000	308,501	3,950,400
112 212th SW @ 76th Ave Intersection Improvements	657,000	146,125	711,587
112 Nonmotorized Trans.- Sunset Ave Walkway (Bell St-Caspers St)	221,000	40,203	10,000
112 Nonmotorized Trans-238th Walkway from 100th Ave to 104th	1,364,600	99,747	1,557,934
112 Nonmotorized Trans-15th St. SW Walkway	354,000	323,196	6,000
112 Nonmotorized Trans-236th St. SW Walkway	474,000	27,931	392,109
112 SR99 Lighting Phase 3	592,000	29,407	305,000
112 Nonmotorized Trans-ADA Curb Ramp Upgrades Along 3rd Ave	75,000	128,222	10,000
112 Restriping of 76th Ave (220th St - OVD)			140,000
112 Citywide Bicycle Connections			120,000
112 Traffic Calming Program	10,000	10,000	10,000
112 Transportation Plan Update	90,000	40,000	140,000
112 SR104 Transportation Corridor Study	40,000	44,000	106,000
112 5th Ave Overlay	14,800	15,799	
112 Trackside Warning System/Quiet Zone (Dayton and Main RR Crossing)			50,000
Transportation Total	9,763,280	5,837,768	10,147,030
Buildings Maintenance- Fund 116			
016 ADA Repairs	5,000		5,000
016 Anderson Center Boiler Repairs	-		
016 Anderson Center Roof Replacement	-		
016 Anderson Center Accessibility		160,000	
016 City Hall Security Measures	20,000		20,000
016 Cemetery Building Gutter Replacement	10,000		10,000
016 Meadowdale Roof Replacement	20,000		20,000
016 Public Safety HVAC Repairs	-	5,000	
016 Senior Center Misc Repairs & Maint.	10,000	10,000	10,000
016 Wade James Theater Gutter Replacement	-		
Building Maintenance Total	65,000	175,000	65,000

Fund No..	Capital Improvements Program	2014 Budget	2014 Estimate	2015 Budget
	Parks Improvement - Fund 125			
	Park Development Projects			
125	Anderson Center Field/Court/Library Plaza	30,000	20,000	100,000
125	Brackett's Landing	5,000	2,000	5,000
125	City Park	15,000	5,000	100,000
125	Civic Center Complex	10,000	10,000	10,000
125	Edmonds Marsh/Hatchery			
125	Fishing Pier/Olympic Beach	10,000	10,000	100,000
125	Former Woodway HS (development dependent upon successful capital campaign)	500,000	500,000	-
125	Maplewood Park			
125	Marina Beach Park	100,000	-	100,000
125	Mathay Ballinger Park	20,000	-	20,000
125	Meadowdale Clubhouse Grounds	75,000	-	75,000
125	Pine Ridge Park			5,000
125	Seaview Park	10,000		20,000
125	Meadowdale Playfields			250,000
125	Yost Park/Pool	120,000	120,000	120,000
	Citywide Park Improvements			
125	Citywide Beautification	30,000	30,000	21,000
125	Misc Paving	10,000	1,000	10,000
125	Citywide Park Improvements/Misc Small Projects	40,000	40,000	40,000
125	Sports Fields Upgrade/Playground Partnership	25,000	25,000	
	Trail Development			
125	Misc Unpaved Trail/Bike Path	2,712	-	10,000
	Planning			
125	Edmonds Marsh Feasibility/Marina Beach Master Plan	75,000	60,000	70,000
125	Park Impact Fee Study	-		
	Parks Improvements Total	1,077,712	823,000	1,056,000
	Special Projects- Fund 129			
129	State Route (SR) 99 International District Enhancements	4,000	196,947	4,000
	Special Projects Total	4,000	196,947	4,000
	Parks Construction - Fund 132			
132	City Park Spray Park	735,000	372,100	854,900
132	Dayton Street Plaza		60,000	108,000
132	Senior Center Parking Lot			
132	Former Woodway HS Improvements	655,000		655,000
132	4th Ave Corridor Enhancements	200,000		
132	4th Avenue Cultural Corridor Planning	4,000	-	-
132	4th Avenue Interpretive Signage		7,015	
132	Waterfront Acquisition, Demo, rehab	900,000	900,000	-
132	Wetland mitigation enhancements		12,517	
132	Edmonds Marsh/Daylighting of Willow Creek			200,000
132	Old Milltown Courtyard	-		
	Parks Construction Total	2,494,000	1,351,632	1,817,900

Fund No..	Capital Improvements Program	2014 Budget	2014 Estimate	2015 Budget
	Water Projects			
421	2013 Replacement Program	3,000	53,000	
421	2014 Replacement Program	1,709,639	1,860,784	45,000
421	2014 Waterline Replacement Overlays	250,000	190,000	-
421	2015 Waterline Replacement	95,180	175,541	2,737,151
421	2015 Waterline Replacement Overlays			124,000
421	2016 Waterline Replacement			391,788
421	2016 Water System Comp Plan Update			86,100
421	76th Ave Waterline Replacement	3,000	87,870	2,000
421	Five Corners Reservoir Recoating	-		110,000
	Total Water Projects	2,060,819	2,367,195	3,496,039
	Drainage Projects			
422	Citywide Drainage Replacement, Extension	154,000	236,000	224,000
422	Dayton Street Storm Improvements	365,000	-	108,809
422	Improvements - 88th & 194th	165,000	25,000	253,400
422	Lake Ballinger Basin Study and Associated Projects	55,000	20,000	62,000
422	Northstream Pipe Abandonment on Puget Drive	55,000	28,000	433,356
422	Rehabilitation of Northstream Culvert Under Puget Drive		-	50,000
422	Perrinville Creek High Flow Management Projects	100,000	50,000	220,000
422	Perrinville Creek Stormwater Flow Reduction Retrofit Study	172,772	300,809	1,000
422	Public Works Yard Water Quality Upgrades (Vehicle Wash Station and Cover for Material Piles)	154,000	152,681	2,000
422	Shellbarger Cr/Willow Cr/Edmonds Marsh Feasibility Study	500,000	274,000	363,000
422	Storm Drainage Alternatives Study (Dayton St & SR104)	98,000	17,500	100,000
422	SW Edmonds Basin Study Project 1 - Replace Infiltration (near 107th Pl W) + Infiltration system for 102nd Ave W	89,290	369,614	2,000
422	105th & 106th Ave SW Drainage Improvement Project	-	73,000	517,255
422	Video Assessment of Stormwater Lines	250,000		250,000
	Total Drainage System Projects	2,158,062	1,546,604	2,586,820
	Sewer System Projects			
423	2012 Sewer Main Replacement Program	1,471,023	1,530,799	22,500
423	2013 CIPP	2,000	58,705	
423	2013 Sewer Main Replacement Program	2,349,589	2,149,970	55,000
423	2015 Sewer Main Replacement Program	125,000	184,961	2,051,073
423	2015 Sewerline Overlays			117,600
423	2016 Sewer Main Replacement Program			411,622
423	224th Sewer Main Replacement	2,000	30,895	
423	Citywide CIPP Rehab	529,600	5,000	524,600
423	Lake Ballinger Trunk Sewer Study			100,000
423	Lift Station 3, 4, 5, 9, 10, 11, 12,14 & 15	245,000	245,000	3,000
423	Meter Installations Basin LS-01	72,600		100,000
	Total Sewer System Projects	4,796,812	4,205,330	3,385,395
	Wastewater Treatment Plant			
423	Switichgear upgrade		19,279	
423	Phases 4 Energy Improvement	4,000	99,000	789,000
423	Mercury adsorbtion modules	55,000	55,000	
423	Emergency Outfall Repair	-	55,240	
423	Plant and Operational Improvements and Unanticipated Repairs	75,000		20,000
423	Steel and concrete repair/coating throughout plant	45,000	20,000	100,000
423	Facility Improvement Design	350,000	350,000	
423	Pagoda repairs		32,000	
423	Control System Upgrade	434,728	434,728	593,247
423	Offsite flow telemetry	17,275	22,000	
	Total Treatment Plant Projects	981,003	1,087,247	1,502,247

Salary Range Table

Elected Officials	Minimum	Maximum
Council Member Position	\$12,000	\$12,000
Council President	14,400	14,400
Judge	106,078	106,078
Mayor	115,474	115,474
Non-Represented	Minimum	Maximum
Accounting Supervisor	\$71,498	\$95,814
Assistant Police Chief	100,604	134,819
Associate Planner	61,762	82,767
Building Official	82,767	110,916
Capital Projects Manager	68,093	91,251
City Clerk	78,827	105,634
City Engineer	100,604	134,819
Community Services & Economic Development Director	105,634	141,561
Court Administrator	75,072	100,604
Arts & Cultural Services Program Manager	71,498	95,814
Development Services Director	105,634	141,561
Engineering Program Manager I	64,850	86,905
Executive Assistant Confidential	56,021	75,072
Executive Assistant To The Mayor	58,822	78,827
Facilities Manager	78,827	105,634
Finance Director	105,634	141,561
Fleet Manager	71,498	95,814
Human Resources Part-time Assistant	18,554	24,866
Human Resources Analyst	58,822	78,827
Human Resources Manager	82,767	110,916
Human Resources Reporting Director	5%	10%
Information Services Supervisor	71,498	95,814
Parks And Recreation Director	105,634	141,561
Parks Maintenance Manager	71,498	95,814
Planning Manager	84,025	112,602
Police Chief	116,462	156,071
Public Disclosure & Records Management Specialist	20,488	27,456
Public Works & Utilities Director	110,916	148,638
Recreation Services Manager	71,498	95,814
Recycling Coordinator	56,021	75,072
Senior Planner	68,093	91,251
Senior Utilities Engineer	78,827	105,634
Stormwater Engineer Manager	78,827	105,634
Street/Storm Manager	82,767	110,916
Transportation Engineer	78,827	105,634
Wastewater Treatment Plant Manager	91,251	112,285
Wastewater Treatment Plant Supervisor	75,072	100,604
Water/Sewer Manager	82,767	110,916

Salary Range Table

Police Non-Commissioned	Minimum	Maximum
Animal Control Officer	\$49,944	\$61,920
Domestic Violence Coordinator	50,436	62,544
Part Time Administrative Assistant	42,372	52,560
Police Services Assistant	45,060	55,872
Property Officer/Evidence Technician	47,736	59,172
Senior Animal Control Officer	53,052	65,844
Police Guild	Minimum	Maximum
Administrative Sergeant	\$93,244	\$94,992
Corporal	\$84,169	\$86,211
Detective Corporal	\$87,536	\$89,659
Police Officer 1st Class	\$67,675	\$80,196
Police Officer 2nd Class	\$60,061	\$62,213
Professional Standards Sergeant	93,244	94,992
Sergeant	90,528	92,225
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 Worker	43,884	53,400
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	53,400	64,932
Senior Water Maintenance Worker	50,837	61,862
Senior Mechanic	53,393	64,937
Water Maintenance Worker	46,116	56,064
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	69,108
Engineering Technician III	63,144	78,276
Executive Assistant	52,716	65,412
GIS Analyst	66,948	83,040
Information Systems Specialist	63,144	78,276
Lead Court Clerk	49,608	61,512
Office Coordinator	52,704	65,400
PC Support Technician	55,740	69,108
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 Building Inspector	66,936	83,028
Senior Permit Coordinator	55,740	69,108
Senior Office Specialist	41,676	51,672
Stormwater Technician	55,740	69,108
Contract Positions	Minimum	Maximum
Executive Asst To City Council	31,350	31,350