
SPECIAL REVENUES

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MOTOR VEHICLE AND EQUIPMENT REPLACEMENT FUND 126

MISSION STATEMENT

Provide funding for the replacement of the City of Everett’s motor vehicle and equipment inventory.

SUMMARY

Expenditure Budget	\$1,972,322	FTE's	0.0
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REVENUE DESCRIPTION

The General Fund contributes annually to the motor vehicle and equipment replacement fund on behalf of the General Government departments. Non-General Government departments purchase their vehicles and equipment directly from their own funds. Other sources of revenue include but are not limited to interest, insurance recoveries, sale of scrap, and sale of retired motor vehicles and equipment.

INVENTORY OF SERVICES

DEPARTMENT	126/Motor Vehicle and Equipment Replacement	ACTIVITY	1 - General Government Vehicle & Equipment Replacement
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CAPITAL OUTLAY	\$1,741,000
TOTAL COST	\$1,741,000
TOTAL FTEs	0

DESCRIPTION	<ul style="list-style-type: none"> ■ Builds a reserve for general government vehicle and equipment replacements ■ Provides long-term general government vehicle and equipment replacement planning in order to estimate resources needed for future replacements ■ Works with the Motor Vehicle Division (MVD) to evaluate vehicles and equipment for replacement
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EXPECTED RESULTS	<ul style="list-style-type: none"> ■ Timely and reliable information regarding the financial impacts of general government vehicle and equipment replacements ■ Adequate resources are available for current year general government vehicle and equipment replacements
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INVENTORY OF SERVICES (continued)

DEPARTMENT 126/Motor Vehicle and Equipment Replacement **ACTIVITY** 2 - MVD Equipment Replacement

CAPITAL OUTLAY	\$231,322
TOTAL COST	\$231,322
TOTAL FTEs	0

DESCRIPTION ■ Builds a reserve for future MVD equipment replacement needs
 ■ Provides long-term MVD equipment replacement planning in order to estimate resources needed for future replacements

EXPECTED RESULTS ■ Timely and reliable information regarding the financial impacts of MVD equipment replacements
 ■ Adequate resources available for current year MVD equipment replacements

BUDGETED EXPENDITURES

	2014 Actual	2015		2016	
		Adopted Budget	As Amended 12/2/2015	2015 Estimate	2016 Adopted Budget
Fund 126: Motor Vehicle/Equip. Repl.					
Program 126: General Gov Vehicle Repl.					
Revenue					
Beginning Balance	6,883,819	4,102,143	5,653,305	6,487,857	4,932,407
Contribution From General Fund/Other	1,087,732	1,762,460	1,762,460	1,062,460	2,084,615
Sale of Capital Assets	42,515	40,000	40,000	38,600	40,000
Interest Earnings	117,201	105,133	105,133	105,133	100,186
Total Available	8,131,267	6,009,736	7,560,898	7,694,050	7,157,208
Expenditures					
Engineering Vehicle Replacement	74,348	-	223,107	223,107	-
Animal Services Vehicle Replacement	-	-	-	-	70,000
Police Vehicle Replacement	969,808	492,000	492,000	510,000	590,000
Fire Vehicle Replacement	56,147	-	1,099,951	1,159,951	660,000
Parks Vehicle Replacement	27,523	108,000	195,476	195,476	86,000
Streets Vehicle Replacement	515,584	366,000	506,628	543,109	85,000
Unanticipated Replacements/Misc	-	250,000	250,000	130,000	250,000
Total Expenditures	1,643,410	1,216,000	2,767,162	2,761,643	1,741,000
Ending Balance	6,487,857	4,793,736	4,793,736	4,932,407	5,416,208
Program 501: MVD Equipment Repl.					
Revenue					
Beginning Balance	207,824	111,929	111,929	126,254	178,654
Transfers In	50,004	50,000	50,000	50,000	50,000
Interest Earnings	4,037	2,633	2,633	2,400	2,668
Total Available	261,865	164,562	164,562	178,654	231,322
Expenditures					
Transfers Out	135,611	164,562	164,562	-	231,322
Total Expenditures	135,611	164,562	164,562	-	231,322
Ending Balance	126,254	0	0	178,654	0
2016 Budget Appropriation					7,388,530

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HOTEL/MOTEL TAX FUND FUND 138

MISSION STATEMENT

Promote tourism in the City of Everett.

SUMMARY

Expenditure Budget	\$	450,000	FTE's	0.0
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REVENUE DESCRIPTION

The City of Everett imposes a 2% state hotel/motel tax on lodging fees. The funds collected must be used for the promotion of tourism. The fund also earns interest income.

INVENTORY OF SERVICES

DEPARTMENT 138/Hotel/Motel Tax Fund ACTIVITY 1 - Hotel/Motel Taxes

M&O	\$450,000
Revenue Offset	(420,676)
TOTAL COST	\$29,324
TOTAL FTEs	0

DESCRIPTION ■ Promotes tourism by contributing funds to civic events and toward capital funding for venues that hold civic events

EXPECTED RESULTS ■ Contribute \$100,000 to the Everett Public Facilities District to support debt service and operation costs associated with the Everett Events Center

■ Distribute funds to support and promote tourism within the city

■ Maintain a reserve balance adequate to cover one year of fixed obligations

BUDGETED EXPENDITURES

	2014	2015	2015	2015	2016
	Actual	Adopted	As Amended	Estimate	Adopted
Fund 138: Hotel/Motel Tax		Budget	12/2/2015		Budget
Revenue					
Beginning Balance	435,445	328,834	328,834	355,715	326,015
Hotel/Motel Tax	333,845	387,000	387,000	400,000	415,000
Interest Earnings	6,504	8,221	8,221	5,300	5,676
Total Available	775,794	724,055	724,055	761,015	746,691
Expenditures					
Everett Stadium Seating	52,311	-	-	-	-
Tourism Promotion	118,535	135,000	135,000	135,000	150,000
Grant Recipients	149,233	150,000	150,000	150,000	150,000
Multi-Purpose Facility	100,000	150,000	150,000	150,000	150,000
Total Expenditures	420,079	435,000	435,000	435,000	450,000
Ending Balance	355,715	289,055	289,055	326,015	296,691
2016 Budget Appropriation					746,691

CUMULATIVE RESERVE - REAL PROPERTY ACQUISITION FUND 145

MISSION STATEMENT

To consolidate City funding for the acquisition of real property.

SUMMARY

Expenditure Budget	\$ 1,968,548	FTE's	0.0
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REVENUE DESCRIPTION

Sources of revenue for Fund 145 include proceeds from the sale and leasing of City property.

INVENTORY OF SERVICES

DEPARTMENT	145/Cumulative Reserve - Real Property Acquisition	ACTIVITY	1 - Real Property Acquisition
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M&O	\$80,000
CAPITAL OUTLAY	1,888,548
Revenue Offset	(43,500)
NET COST	\$1,925,048
TOTAL FTEs	0

DESCRIPTION	<ul style="list-style-type: none"> ■ Provides a mechanism to consolidate City funding for the acquisition of real property
	<ul style="list-style-type: none"> ■ Pays and manages expenses for all costs associated with the acquisition of real property
	<ul style="list-style-type: none"> ■ Manages the sale and lease of City property

EXPECTED RESULTS	<ul style="list-style-type: none"> ■ Manage the purchase, lease, and sale of real property and all associated costs
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BUDGETED EXPENDITURES

	2014	2015	2015	2015	2016
	Actual	Adopted	As Amended	Estimate	Adopted
Fund 145: Cum Resv/Real Prop. Acq.		Budget	12/2/2015		Budget
Revenue					
Beginning Balance	2,029,433	2,012,975	2,012,975	1,999,048	1,925,048
Interest Earnings	34,072	41,000	41,000	38,000	38,000
Right of Way Fees	863	3,000	3,000	3,000	3,000
Miscellaneous	2,755	500	500	5,000	2,500
Total Available	2,067,123	2,057,475	2,057,475	2,045,048	1,968,548
Expenditures					
Land & Building	-	1,995,075	1,995,075	-	1,888,548
M & O	68,075	62,400	62,400	120,000	80,000
Total Expenditures	68,075	2,057,475	2,057,475	120,000	1,968,548
Ending Balance	1,999,048	-	-	1,925,048	-
2016 Budget Appropriation					1,968,548

PROPERTY MANAGEMENT FUND 146

MISSION STATEMENT

The mission of the Property Management Fund is to provide a means by which Administration can manage its commercial space; track the collection of tenant lease receipts and associated operating expenses for the Culmback, the Wall Street and South Precinct Buildings; and maintain reserves for general government maintenance and repair projects.

SUMMARY

Expenditure Budget	\$ 1,982,693	FTE's	0.0
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REVENUE DESCRIPTION

The program is funded from revenues received from tenants of the Wall Street, Culmback, and South Precinct buildings, parking fees, interest income, and contributions from the general fund.

INVENTORY OF SERVICES

DEPARTMENT 146/Facilities & Property Management ACTIVITY 1 - Property Management Fund

M&O	\$937,693
CAPITAL OUTLAY	1,045,000
Revenue Offset	(649,915)
NET COST	\$1,332,778
TOTAL FTEs	0

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|------------------|--|
| DESCRIPTION | ■ Manages commercial space leased by both internal and external tenants |
| | ■ Collects tenant lease receipts |
| | ■ Maintains and repairs buildings housing external tenants |
| | ■ Manages employee and tenant parking spaces located on City property |
| EXPECTED RESULTS | ■ Provide day-to-day management of the South Precinct, Culmback and Wall Street Buildings |
| | ■ Maintain revenues at a level that will provide for the maintenance of these buildings |
| | ■ Provide a mechanism to facilitate maintenance and repair projects throughout the system |

BUDGETED EXPENDITURES

	2014	2015	2015	2015	2016
	Actual	Adopted Budget	As Amended 12/2/2015	Estimate	Adopted Budget
Fund 146: Property Management					
Revenue					
Beginning Balance	3,773,208	3,082,564	3,082,564	3,655,642	2,375,417
Facilities Lease	673,204	608,872	608,872	634,980	578,975
Parking	14,370	11,800	11,800	16,210	16,520
Grant Revenue	129,979	-	-	-	-
Interest Earnings	60,508	68,698	68,698	60,630	54,420
Interfund Services Revenue	256,333	-	-	-	-
Transfers In	840,871	868,620	868,620	868,620	643,225
Total Available	5,748,473	4,640,554	4,640,554	5,236,082	3,668,557
Expenditures					
M & O	585,544	424,400	424,400	424,400	410,000
Interfund Services & Charges	297,468	337,733	337,733	337,733	445,393
Repairs & Maintenance	113,952	75,400	75,400	75,400	82,300
Capital Outlay	1,095,867	2,068,800	2,068,800	2,023,132	1,045,000
Total Expenditures	2,092,831	2,906,333	2,906,333	2,860,665	1,982,693
Ending Balance	3,655,642	1,734,221	1,734,221	2,375,417	1,685,864
2016 Budget Appropriation					3,668,557

CUMULATIVE RESERVE FOR PARKS FUND 148

MISSION STATEMENT

To provide funding for special parks projects and programs.

SUMMARY

Expenditure Budget	\$ 559,779	FTE's	0.0
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REVENUE DESCRIPTION

Sources of revenue for Fund 148 may include donations, voluntary mitigation funds, Comcast PEG fees, interest income, lease revenue, and contributions from the general fund.

INVENTORY OF SERVICES

DEPARTMENT 148/Cumulative Reserve for Parks **ACTIVITY** 1 - Cumulative Reserve

M&O	\$69,979
Revenue Offset	0
NET COST	\$69,979
TOTAL FTEs	0

DESCRIPTION ■ Accounts for gifts, donations, contributions, and voluntary mitigation funds.
■ Allows for partial offsetting of repair costs, renovations, upgrades, replacements and program development.

EXPECTED RESULTS ■ Entrepreneurial management approach to funding repairs, improving facilities and expanding programs based on cost recovery. Funds will be accounted for and spent for the purpose for which they were received following best practices of accounting and management.

2016 GAOL
 Goal #1 ■ Complete Green Lantern trail renovation.

DEPARTMENT 148/Cumulative Reserve for Parks **ACTIVITY** 2 - Maintenance Reserve– Boat Launch, Softball & Soccer

M&O	\$239,396
Revenue Offset	0
NET COST	\$239,396
TOTAL FTEs	0

DESCRIPTION ■ Athletic Field Infrastructure Reserve provides partial funding for capital improvement, renovation and/or replacement of athletic field infrastructure.
■ Boat Launch Maintenance Reserve provides for partial funding for boat launch renovation and replacement.

EXPECTED RESULTS ■ Entrepreneurial management approach to funding repairs and improving facilities. Funds will be accounted for and spent for the purpose for which they were received following best practices of accounting and management.

2015
 ACCOMPLISHMENTS ■ Completed Kasch Park synthetic field replacement design work.

2016 GOAL
 Goal #1 ■ Replace lighting and netting at athletic fields as required.

INVENTORY OF SERVICES (Continued)

DEPARTMENT 148/Cumulative Reserve for Parks **ACTIVITY** 3 - Everett TV Franchise Funds

CAPITAL OUTLAY	\$40,000
Revenue Offset	0
NET COST	\$40,000
TOTAL FTEs	0

DESCRIPTION ■ Everett's only government access channel is offered to more than 50,000 cable TV subscribers in Everett, providing community members with the opportunity to enhance their knowledge and understanding on issues of local significance.

EXPECTED RESULTS ■ Increased public awareness of government including programs, services and functions.
■ Visible government operations and accessible information for residents and businesses.

2015 ACCOMPLISHMENTS

- ◆ Continued production and broadcast of City Council meetings and Planning Commission meetings, Mayor's Update and the Animal Shelter's Pet of the Week.
- ◆ Introduced a Quarterly program with the Chief of Police in our series "The Beat". Working with the Library, produced two new "Book Bites" reading programs, a summer reading PSA and broadcast "Smokestack Soundbites: Requiem for Rosie", a short documentary about the Forest Park Zoo.
- ◆ Broadcasted Legislative Updates from Olympia, Sound Transit meetings, Port of Everett PSAs and Tulalip Tribes cultural programs.

2016 GOALS

- Goal #1 ■ Work with additional City departments and community partners to enhance programming options, including content that can be repurposed for social media.
- Goal #2 ■ Enhance awareness of Everett's government access TV channel.
- Goal #3 ■ Maintain a high level of performance and operation of updated broadcast equipment.
- Goal #4 ■ Continue implementation of the five-year work plan; identify and coordinate Everett Channel's role in emergency management, response and recovery efforts.
- Goal #5 ■ Initiative TV survey to measure view response. Thirty second PSA style with a call for action.

FUTURE TRENDS

- In future years, an aging population will require alternative methods of communication such as that provided through cable government access channels to keep residents informed and involved in government as well as with web-based services such as web-streaming and other social media tools.
- Develop community partnerships with other government entities.
- Create new programs involving youth activities and diverse populations to further serve our culturally diverse populations as well as our deaf and hard-of-hearing population.

INVENTORY OF SERVICES (Continued)

DEPARTMENT 148/Cumulative Reserve for Parks ACTIVITY 4- Capital Project Reserve

Capital Outlay	\$210,404
Revenue Offset	0
NET COST	\$210,404
TOTAL FTEs	0

DESCRIPTION ■ The Capital Project Reserve is used to assist with the development and construction of minor capital projects, typically costing less than \$50,000.

EXPECTED RESULTS ■ Completion of projects that are new capital investments or capital upgrades to existing infrastructure.

2016 GOALS
Goal #1 ■ Complete Garfield Park path improvements.

FUTURE TRENDS ■ The capital project reserve will likely be used from time to time to supplement Fund 101, Program 52's funding based on any one year's minor capital project list.

BUDGETED EXPENDITURES

	2014 Actual	2015 Adopted Budget	2015 As Amended 12/2/2015	2015 Estimate	2016 Adopted Budget
Fund 148 - Parks Reserve					
Program 000- Cumulative Reserve					
Revenue					
Beginning Balance	(26,391)	-	-	67	69,979
Interest Earnings	45	-	-	669	-
Mitigation Fees	-	-	-	69,000	-
Transfer In	26,391	-	-	-	-
Miscellaneous	22	-	-	243	-
Total Available	67	-	-	69,979	69,979
Expenditures					
M & O	-	-	-	-	69,979
Total Expenditures	-	-	-	-	69,979
Ending Balance	67	0	0	69,979	0
Program 001 - Maintenance Reserve (Boat launch, Softball & Soccer) Revenue					
Beginning Balance	233,527	211,027	211,027	237,396	239,396
Interest Earnings	3,869	2,000	2,000	2,000	-
Total Available	237,396	213,027	213,027	239,396	239,396
Expenditures					
M & O	-	213,027	213,027	-	239,396
Total Expenditures	-	213,027	213,027	-	239,396
Ending Balance	237,396	0	0	239,396	0
Program 005 - Maintenance & Ops Reserve					
Revenue					
Beginning Balance	81,757	83,057	83,057	83,156	84,456
Interest Earnings	1,399	1,300	1,300	1,300	1,300
Total Available	83,156	84,357	84,357	84,456	85,756
Expenditures					
M & O	-	-	-	-	-
Total Expenditures	-	-	-	-	-
Ending Balance	83,156	84,357	84,357	84,456	85,756
Program 006 - New Program Reserve					
Revenue					
Beginning Balance	31,495	32,095	32,095	32,036	32,636
Interest Earnings	541	600	600	600	600
Total Available	32,036	32,695	32,695	32,636	33,236
Expenditures					
M & O	-	-	-	-	-
Total Expenditures	-	-	-	-	-
Ending Balance	32,036	32,695	32,695	32,636	33,236

BUDGETED EXPENDITURES (continued)

	2014 Actual	2015 Adopted Budget	2015 As Amended 12/2/2015	2015 Estimate	2016 Adopted Budget
Fund 148 - Parks Reserve					
Program 007 - Capital Project Reserve					
Revenue					
Beginning Balance	283,303	207,256	207,256	208,404	210,404
Interest Earnings	3,648	2,000	2,000	2,000	-
Total Available	286,951	209,256	209,256	210,404	210,404
Expenditures					
M & O	78,547	-	-	-	-
Capital Outlay	-	209,256	209,256	-	210,404
Total Expenditures	78,547	209,256	209,256	-	210,404
Ending Balance	208,404	-	-	210,404	0
Program 019 - PEG Fees					
Revenue					
Beginning Balance	1,705,468	1,685,468	1,685,468	1,678,133	1,657,133
Interest Earnings	29,023	29,000	29,000	29,000	28,000
Other Misc	805	-	-	-	-
Total Available	1,735,296	1,714,468	1,714,468	1,707,133	1,685,133
Expenditures					
M & O	51,340	-	-	-	-
Capital Outlay	5,823	40,000	40,000	50,000	40,000
Total Expenditures	57,163	40,000	40,000	50,000	40,000
Ending Balance	1,678,133	1,674,468	1,674,468	1,657,133	1,645,133
Program 322 - Deckmann Property					
Revenue					
Beginning Balance	33,405	34,005	34,005	39,373	40,023
Interest Earnings	639	650	650	650	650
Housing Rental Revenue	5,329	-	-	-	13,500
Total Available	39,373	34,655	34,655	40,023	54,173
Expenditures					
M & O	-	-	-	-	-
Total Expenditures	-	-	-	-	-
Ending Balance	39,373	34,655	34,655	40,023	54,173
2016 Budget Appropriation - Fund 148 Total					2,378,077

SENIOR CENTER RESERVE FUND 149

MISSION STATEMENT

The cumulative reserve fund of The Carl Gipson Senior Center of Everett provides funding for various services, classes, travel and special events for our 50+ senior membership.

SUMMARY

Expenditure Budget	\$77,830	FTE's	0.0
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REVENUE DESCRIPTION

Sources of revenue for The Carl Gipson Senior Center of Everett’s reserve fund include the following:

- Special Events revenue (Holiday Bazaar, Octoberfeast, Rummage Sale)
- Facility Rentals
- Private and Public Donations
- Advertising in monthly newsletter (i.e., “Golden Messenger”) by private sector
- Computer Class Fees
- Parking Sticker Donations/Garage Parking Fees
- Travel Fees
- Miscellaneous Sales
- Coffee Bar Sales
- 20% of Gift Shop Sales

INVENTORY OF SERVICES

DEPARTMENT 149/Senior Center Reserve ACTIVITY 1 - Senior Center Activities & Special Events

M&O	\$77,830
Revenue Offset	(\$85,966)
NET REVENUE	(\$8,136)
TOTAL FTEs	0 (See Fund 027)

DESCRIPTION

- Maintains accurate records of miscellaneous sales
- Offers varied day/overnight/van trips
- Holds combined staff/volunteer fundraising events
- Encourages social interaction and volunteer participation

EXPECTED RESULTS

- Stable funding source for senior activities and special events

INVENTORY OF SERVICES (continued)

2015

ACCOMPLISHMENTS	<ul style="list-style-type: none"> ◆ Offered a variety of trip destinations, classes and events to attract, encourage and increase baby boomer membership ◆ Worked with volunteer coordinator in offering and hosting Saturday dances ◆ Continued fundraising events through private donation funds and Octoberfeast events to cover senior center costs not subsidized by general fund ◆ Updated computer lab with more visually enhanced hardware, including upgrading software program from VISTA to Windows 7
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2016 GOALS

Goal #1	<ul style="list-style-type: none"> ■ Increase partnering with retirement communities to subsidize the cost of special events open to the senior public (such as the annual USO Veterans Day dance and periodic "Meet and Greet" functions)
Goal #2	<ul style="list-style-type: none"> ■ Increase revenue through advertising in newsletter, increased facility rental of enlarged multi-purpose room for weddings, reunions and private parties and increased awareness of special event paid parking below the building
Goal #3	<ul style="list-style-type: none"> ■ Continue to work closely with Foundation Board with goal of assisting efforts to increase Foundation Fund revenue through fundraisers; also work with Board to increase member awareness of the Foundation Fund as a potential legacy donation site

FUTURE TRENDS

<ul style="list-style-type: none"> ■ Increased participation in class and trip activities as "baby boomer" generation comes of age (50+)

BUDGETED EXPENDITURES

	2014	2015	2015	2015	2016
	Actual	Adopted	As Amended	Estimate	Adopted
Fund 149: Senior Center Reserve		Budget	12/2/2015		Budget
Revenue					
Beginning Balance	448,485	517,815	517,815	443,250	457,930
Charges for Services	43,543	46,740	46,740	54,650	61,686
Interest Earnings	8,019	7,788	7,788	8,558	9,336
Facility Rental Revenue	3,121	7,000	7,000	2,057	2,244
Private Contributions	8,164	22,105	22,105	9,723	10,606
Miscellaneous Revenue	2,662	2,482	2,482	1,919	2,094
Total Available	513,994	603,930	603,930	520,157	543,896
Expenditures					
M & O	70,744	80,021	80,021	62,227	77,830
Total Expenditures	70,744	80,021	80,021	62,227	77,830
Ending Balance	443,250	523,909	523,909	457,930	466,066
2016 Budget Appropriation					543,896

FUND FOR ANIMALS FUND 151

MISSION STATEMENT

The Fund for Animals is a cumulative reserve fund created to provide funding for animal welfare issues, supplies and capital equipment.

SUMMARY

Expenditure Budget	\$	90,000	FTE's	0.0
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REVENUE DESCRIPTION

Sources of revenues for this fund include donations and interest income.

INVENTORY OF SERVICES

DEPARTMENT 151/Fund for Animals ACTIVITY 1 - Fund for Animals

M&O	\$90,000
Revenue Offset	(74,700)
NET COST	\$15,300
TOTAL FTEs	0

DESCRIPTION ■ Collect donations from the public and local businesses
■ Coordinate and promotes volunteer fund raising activities through 501(c)(3) "ARF"

EXPECTED RESULTS ■ Accurate, timely receipt and deposit of donations, with donor acknowledgment
■ Promote volunteer staffed fund-raising activities at both onsite and offsite events

2015 ACCOMPLISHMENTS ◆ Continued yearly success in fund raising at Shakaroo event and other shelter sponsored events
◆ ARF increased their public events and awareness significantly
◆ ARF's second signature yearly event, the Golden Paw Gala, was successful and profitable

2016 GOALS
 Goal #1 ■ Supplement medical expenses for spay/neuter clinic
 Goal #2 ■ Continue expansion of outreach activities to raise additional funds for the health and welfare of the shelter animals by facilitating more events at the shelter to bring the community together
 Goal #3 ■ Develop specific volunteer groups specializing in events, public awareness and fund raising
 Goal #4 ■ Continue increased adoption events during summer months

BUDGETED EXPENDITURES

	2014	2015	2015	2015	2016
	Actual	Adopted Budget	As Amended 12/2/2015	Estimate	Adopted Budget
Fund 151: Fund for Animals					
Revenue					
Beginning Balance	431,839	421,839	421,839	432,518	422,418
Charges for Services/Merchandise	5,869	5,000	5,000	5,500	5,500
Interest Earnings	7,461	7,775	7,775	7,400	7,200
Private Contributions	71,549	62,000	62,000	62,000	62,000
Total Available	516,718	496,614	496,614	507,418	497,118
Expenditures					
M & O	84,200	85,000	85,000	85,000	90,000
Total Expenditures	84,200	85,000	85,000	85,000	90,000
Ending Balance	432,518	411,614	411,614	422,418	407,118
2016 Budget Appropriation					497,118

BUDGETED EXPENDITURES

	2014	2015	2015	2015	2016
	Actual	Adopted Budget	As Amended 12/2/2015	Estimate	Adopted Budget
Fund 152: Cumulative Rsv/Library					
Revenue					
Beginning Balance	139,518	145,815	145,815	155,363	199,484
Charges for Services	2,160	3,500	3,500	4,790	3,500
Interest Earnings	2,735	2,770	2,770	2,660	3,490
Private Contributions	46,549	30,300	30,300	60,521	67,350
Book Sale Proceeds	19,381	12,000	12,000	18,394	13,000
Total Available	210,343	194,385	194,385	241,728	286,824
Expenditures					
M & O	48,140	33,000	33,000	27,484	48,750
Books/Other Materials	6,840	20,000	20,000	14,760	20,000
Total Expenditures	54,980	53,000	53,000	42,244	68,750
Ending Balance	155,363	141,385	141,385	199,484	218,074
2016 Budget Appropriation					286,824

EMERGENCY MEDICAL SERVICES FUND FUND 153

MISSION STATEMENT

The Everett Fire Department is a community-based emergency service provider dedicated to public safety and quality of life.

SUMMARY

Expenditure Budget	\$	8,278,463	FTE's	43.0
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REVENUE DESCRIPTION

The primary revenue sources for Fund 153 Emergency Medical Services (EMS) include a property tax levy of up to \$.50 cents per thousand dollars of assessed valuation and a patient transport fee program.

INVENTORY OF SERVICES

DEPARTMENT 153/Emergency Medical Services

ACTIVITY 1 – Medic One Program ALS/
BLS Response and Support

LABOR	\$6,503,651
M&O	1,774,812
CAPITAL OUTLAY	0
Revenue Offset	(7,574,596)
NET COST	\$703,867
TOTAL FTEs	43

DESCRIPTION

- Provides pre-hospital emergency medical care to patients with life-threatening or serious emergency medical needs
- Provides fire, rescue and hazmat support

EXPECTED RESULTS ■ Decrease the number of deaths and disabilities due to illness or injuries

2015

ACCOMPLISHMENTS

- ◆ Provided the highest level of emergency medical care possible to the Everett community
- ◆ Implemented a comprehensive ALS Quality Assurance and Quality Improvement program
- ◆ Achieved a 58.8% save rate among sudden cardiac arrest victims where a bystander was present
- ◆ Trained with police/EMS to provide Narcan to EPD officers and EFD EMTs to reverse the effects of opiate overdose
- ◆ Actively participated in the Chronic Utilizer Alternative Response Team (CHART) in an effort to reduce over use of services by chronic utilizers

2016 GOALS

Goal #1 ■ Establish a contractual relationship with a single provider of BLS Ambulance transport services

Goal #2 ■ Continue to upgrade aging equipment and vehicles with delivery of an additional new medic unit in 2016 along with upgrading remaining existing AEDs to Lifepak 1000 model

Goal #3 ■ Continue to explore alternatives for low acuity calls including embedded social workers, peak activity units and Alternative Response Units

Goal #4 ■ Continue " Make the Right Call" program to reduce call volume

FUTURE TRENDS ■ Continuing to increase efficiency while coping with declining resources and increased demand

PERFORMANCE MEASURES

	2014	2015 Est.	2016 Est.
◆ EMS alarms	17,832	18,000	18,000
◆ Fire/Haz Mat/Rescue/Other	3,519	3,500	3,500

POSITION SUMMARY	FTE	POSITION SUMMARY	FTE
Firefighter Paramedic	30	Medical Service Officer	2
Firefighter EMT	9	Office Specialist	2

INVENTORY OF SERVICES (Continued)

DEPARTMENT 153/Emergency Medical Services ACTIVITY 2 – Medic One Program Training & Education

- DESCRIPTION  Provides EMS training, education and quality improvement programs, including research and development activities, to all fire department personnel, paramedics (ALS) and EMTs (BLS)
-
- EXPECTED RESULTS  Maintain a highly trained and capable workforce and continuously improve service to reflect advances in emergency medicine delivery
-
- 2015 ACCOMPLISHMENTS  Continued to improve High Performance CPR delivery to community. Ongoing training of Everett Police Department officers in the use of High Performance CPR.
-  Purchased equipment necessary to perform video laryngoscopy to improve first-pass intubation success rates
-
- 2016 GOALS
- Goal #1  Obtain equipment that can provide bi-directional positive airway pressure during ventilations in order to reduce morbidity and mortality in respiratory distress situations
- Goal #2  Improve EMS/ Snopac dispatch protocols, train dispatches on most appropriate response
- Goal #3  Establish a pilot program with Compass Health Triage Center allowing medically stable patients more emergent care for their psychological needs. Everett has a small population of this type of patient but they account for a large percentage of calls.
- Goal #4  Continue to improve BLS and ALS Quality Assurance and Quality Improvement programs
-
- FUTURE TRENDS  Continuing to increase efficiency while coping with declining resources and increased demand.

PERFORMANCE MEASURES

	2014	2015 Est.	2016 Est.
 Fire dept. personnel trained/educated	175	175	175
 City of Everett personnel trained/educated	250	350	400

INVENTORY OF SERVICES (Continued)

DEPARTMENT 153/Emergency Medical Services **ACTIVITY** 3 – Medic One Program Infection Control

DESCRIPTION ■ Provides bloodborne and airborne pathogen infection control services to all Fire Department personnel meeting Center for Disease Control (CDC) regulations

EXPECTED RESULTS ■ Prevent deaths and disabilities due to illness or injuries

2015 ACCOMPLISHMENTS

- ◆ Zero time loss incidents due to exposures
- ◆ Repurposed an older surplus medic unit to serve as a Highly Infectious Patient transportation unit
- ◆ Updated county infection control program to provide a coordinated infection control service to all departments in county

2016 GOALS

Goal #1 ■ Minimize exposures to bloodborne and airborne pathogens through continued emphasis and improvement of the infection control program

Goal #2 ■ Continue to protect employee health and safety through effective exposure protection practices

FUTURE TRENDS ■ Continuing to increase efficiency while coping with declining resources and increased demand

PERFORMANCE MEASURES	2014	2015 Est.	2016 Est.
⚠ FTE lost time due to exposures	0.0	0.0	0.0
⚠ Everett Fire Department personnel trained	175	175	175

THREE-YEAR PERSONNEL COMPARISON

Class	Title	2014	2015	2016
2230	Firefighter Paramedic	30.0	30.0	30.0
2250	Medical Services Officer	2.0	2.0	2.0
2200	Firefighter EMT	9.0	9.0	9.0
2400	Office Specialist	2.0	2.0	2.0
TOTAL FTE		43.0	43.0	43.0

BUDGET CHANGES

This schedule includes only staffing and new program changes from the 2015 Adopted Budget to the 2016 Proposed Budget. It excludes labor cost changes related to the cost of living, step increases, or employee benefits changes.

FTE	Item	Labor Amount	M & O Amount	Total
	None			-

BUDGETED EXPENDITURES

	2014 Actual	2015 Adopted Budget	2015 As Amended 12/2/2015	2015 Estimate	2016 Adopted Budget
Fund 153 Emergency Medical Svcs					
Revenue					
Beginning Balance	812,132	1,584,493	1,584,493	1,452,100	2,061,289
Property Tax	5,699,289	6,181,355	6,181,355	6,181,355	6,237,928
Grant Revenue	97,400	1,200	1,200	1,341	1,200
Service Charges - ALS/BLS	1,428,629	1,300,000	1,300,000	1,200,000	1,300,000
Service Charges - Other	45,245	28,978	28,978	28,978	28,978
Interest Earnings	13,487	6,490	6,490	6,490	6,490
Miscellaneous Revenue	2,551	7,500	7,500	-	-
Total Available	8,098,733	9,110,016	9,110,016	8,870,264	9,635,885
Expenditures					
Salaries & Benefits	5,272,016	6,440,969	6,440,969	5,249,604	6,503,651
M & O	640,057	631,242	631,242	661,760	641,662
Capital Outlays	62,169	225,000	225,000	225,000	259,312
Debt Service - Interest	5,362	7,335	7,335	1,983	7,335
Interfund Services & Charges	391,976	367,605	367,605	370,638	414,959
Intergovernmental Charges	275,053	299,990	299,990	299,990	451,544
Total Expenditures	6,646,633	7,972,141	7,972,141	6,808,975	8,278,463
Ending Balance	1,452,100	1,137,875	1,137,875	2,061,289	1,357,422

2016 Budget Appropriation	9,635,885
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REAL ESTATE EXCISE TAX FUND 154

MISSION STATEMENT

To serve the cultural, civic and recreational needs of the residents of Everett by providing funding for recreational and transportation improvement projects.

SUMMARY

Expenditure Budget	\$	584,281	FTE's	0.0
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REVENUE DESCRIPTION

The Washington State Growth Management Act of 1990 authorizes the imposition of an additional one-quarter of one percent tax on the value of all real estate transactions occurring within a city's municipal boundaries. The City of Everett began imposing this tax in 1992.

Per RCW 82.46.035, this second quarter percent Real Estate Excise Tax (REET) revenue is restricted to the "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."

INVENTORY OF SERVICES

DEPARTMENT 154/Real Estate Excise Tax Fund ACTIVITY 1 - CIP 3

CAPITAL OUTLAY	\$584,284
TOTAL COST	\$584,284
TOTAL FTEs	0

DESCRIPTION

- Provides a mechanism to track the collection and use of the second quarter of one percent real estate excise tax
- Ensures the restricted funds are used only for projects designated in the Capital Facilities Plan Element of the City's Comprehensive Plan and in accordance with state laws
- Maintains a cash flow model to estimate the timing and amount of funds needed for allowed capital projects

EXPECTED RESULTS

- Timely and reliable information regarding the collection and use of the second quarter of one percent real estate excise tax
- Funding for several recreational and transportation improvement projects as directed by Administration and Council

BUDGETED EXPENDITURES

	2014	2015	2015	2015	2016
	Actual	Adopted	As Amended	2015	Adopted
Fund 154: Real Estate Excise Tax		Budget	12/2/2015	Estimate	Budget
Revenue					
Beginning Balance	1,917,086	2,249,180	3,224,049	2,937,714	2,843,314
Real Estate Excise Tax	1,722,005	1,664,171	1,664,171	1,700,000	1,768,000
Transfers In	282	-	-	-	-
Interest Earnings	43,287	43,863	43,863	53,000	50,584
Total Available	3,682,660	3,957,214	4,932,083	4,690,714	4,661,898
Expenditures					
Transfers Out - Parks Projects	271,021	-	1,245,000	645,000	-
Transfers Out - Streets Projects	300,000	300,000	1,029,869	1,029,869	300,000
Debt Service (PWTF Loan - 75th St)	59,458	58,881	58,881	58,881	58,307
Debt Service (PWTF Loan - Riverfront)	56,889	56,347	56,347	56,347	55,805
Debt Service (PWTF Fund Loan - 112th St.)	57,578	57,303	57,303	57,303	57,027
Debt Service (installment loan-LED Street Light)	-	-	-	-	113,142
Total Expenditures	744,946	472,531	2,447,400	1,847,400	584,281
Ending Balance	2,937,714	3,484,683	2,484,683	2,843,314	4,077,617
2016 Budget Appropriation					4,661,898

CRIMINAL JUSTICE FUND 156

MISSION STATEMENT

To provide a means by which Administration can track the collection and allocation of restricted criminal justice funds.

SUMMARY

Expenditure Budget	\$ 5,702,857	FTE's	0.0
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REVENUE DESCRIPTION

This fund was created in 1990 to identify separately the additional monies provided by the Criminal Justice legislation passed in 1990. Funds, with Council approval, can be used for any purpose related to the Criminal Justice System as described in the legislation.

The Criminal Justice revenue distribution is based on three different criteria. The major portion comes from the voter-approved one tenth of one-percent sales tax. The other two sources of revenue come from the state and are based on the City's population or crime rate.

This fund is also used for collecting and allocating other restricted funds such as probation fees, boating registration fees, narcotic seizure funds and grants.

INVENTORY OF SERVICES

DEPARTMENT 156/Criminal Justice Fund ACTIVITY 1 - Criminal Justice / Patrol Division Enhancement

INTERFUND TRANSFER	\$425,750
Revenue Offset	0
NET COST	\$425,750
TOTAL FTEs	0*

DESCRIPTION ■ Provides initial response to 911 calls for service and emergency police response within the City
■ Provides protection of life, personal safety and property and safeguards personal rights

EXPECTED RESULTS ■ Respond to calls for service, enforce traffic laws and work with citizens and neighborhood groups to solve crime-related problems

PERFORMANCE MEASURES ✦ See General Government Fund 031 - Police, Activity 2

*This activity funds three FTEs included in Fund 031 – Police (funds are transferred to the General Fund from Fund 156 to cover direct payroll expenses)

DEPARTMENT 156/Criminal Justice Fund ACTIVITY 2 - Criminal Justice /Community-Oriented Policing

M&O	\$11,730
INTERFUND TRANSFER	300,848
Revenue Offset	0
NET COST	\$312,578
TOTAL FTEs	0*

DESCRIPTION ■ Links the Police Department to the community in terms of achieving greater public safety through regular contact between beat officers and neighborhood groups, business organizations and the Apartment Manager's Association

EXPECTED RESULTS ■ Use crime prevention efforts to reduce criminal activity with proactive and preventive strategies

PERFORMANCE MEASURES ✦ See General Government Fund 031 – Police, Activity 9

*This activity funds two FTEs included in Fund 031 - Police

INVENTORY OF SERVICES (Continued)

DEPARTMENT 156/Criminal Justice Fund **ACTIVITY** 3 – Criminal Justice / Police Records Unit

INTERFUND TRANSFER	\$184,314
Revenue Offset	0
NET COST	\$184,314
TOTAL FTEs	0*

DESCRIPTION ■ Processes all incoming police reports and arrest citations; coordinates transfer of records to the jail and courts; performs "record checks" for officers, disseminates information to the public; assists the public with obtaining concealed weapons permits, fingerprinting for applications, and accessing police services

EXPECTED RESULTS ■ Maintain up-to-date data entry
■ Maintain record processing systems to stay current and comply with state and federal data reporting requirements

PERFORMANCE MEASURES 🔦 See General Government Fund 031-Police, Activity 11

*This activity funds two FTEs included in Fund 031-Police

DEPARTMENT 156/Criminal Justice Fund **ACTIVITY** 4 - Criminal Justice / City Prosecutor's Office

M&O	\$23,100
INTERFUND TRANSFER	327,125
Revenue Offset	0
NET COST	\$350,225
TOTAL FTEs	0*

DESCRIPTION ■ Coordinates the prosecution of all criminal violations of the Everett Municipal Code

EXPECTED RESULTS ■ Efficiently and effectively handle criminal prosecutions in a manner that best serves the interests of justice

*This activity funds four FTEs included in Fund 003-Legal, Activity 3

DEPARTMENT 156/Criminal Justice Fund **ACTIVITY** 5 - Criminal Justice / School Resource Officers

M&O	\$8,160
INTERFUND TRANSFER	268,887
Revenue Offset	0
NET COST	\$277,047
TOTAL FTEs	0*

DESCRIPTION ■ Provides youth with the educational life skills necessary to resist peer pressure and make responsible decisions
■ Establishes and maintains a strong relationship among the Police Department, schools and students

EXPECTED RESULTS ■ Provide consistent interaction between the middle and high schools and the Police Department School Resource Officer Program

*This activity funds two FTEs included in Fund 031-Police

INVENTORY OF SERVICES (Continued)

DEPARTMENT 156/Criminal Justice Fund ACTIVITY 6 - Criminal Justice / Special Assault Unit

INTERFUND TRANSFER	\$399,456
Revenue Offset	0
NET COST	<u>\$399,456</u>
TOTAL FTEs	0*

DESCRIPTION ■ Conducts investigations of child abuse complaints, sexual assaults and monitors registered sexual offenders

EXPECTED RESULTS ■ Conduct investigations that are timely and complete, targeting sexual offenders
■ Continue community notification meetings, informing citizens of Registered Sex Offender releases

PERFORMANCE MEASURES ✦ See General Government Fund 031-Police, Activity 6

*This activity funds three FTEs included in Fund 031-Police

DEPARTMENT 156/Criminal Justice Fund ACTIVITY 7 - Municipal Court Probation/Other Court Programs

M&O	\$125,410
INTERFUND TRANSFER	290,803
Revenue Offset	<u>(367,169)</u>
NET COST	<u>\$49,044</u>
TOTAL FTEs	0*

DESCRIPTION ■ Provides a mechanism to collect and allocate probation fees in accordance with state regulations
■ Monitors sentence conditions, which can include alcohol information school, alcohol evaluation, restitution, Driving Under the Influence (DUI), victims panel, anger management, theft awareness, and batterer's treatment, as well as sets court dates for non-compliance
■ Assists the Electronic Home Detention (EHD) assistant in screening, hooking up and monitoring defendants directed by the Judge to be placed in the EHD alternative jail program
■ Provides a mechanism to collect and allocate DV assessments and Trial Court Improvement funds

EXPECTED RESULTS ■ Provide monitoring services to defendants who have been sentenced by the Municipal Court Judge and set court dates for non-compliance as needed

PERFORMANCE MEASURES ✦ See General Government Fund 005-Municipal Court, Activity 3

*This activity funds 1.45 FTEs included in Fund 005-Municipal Court

INVENTORY OF SERVICES (Continued)

DEPARTMENT 156/Criminal Justice Fund

ACTIVITY 8 - Police Special Projects

M&O	\$3,337,274
Revenue Offset	(216,835)
NET COST	<u>\$3,120,439</u>
TOTAL FTEs	0

DESCRIPTION

- Provides a mechanism to account for police special projects that require the segregation of cash but do not warrant the establishment of individual funds (programs are listed below)
- The Criminal Justice Program provides funding for Mobile Data Computer replacements, Radio System replacements, and special projects
- The Seniors Against Crimes Program provides operating supplies for seniors who volunteer their time to the Everett Police Department; funding is from private donations
- The Police Training Interlocal Program provides for the collection of tuition fees and payment of costs associated with the Everett Police Department coordinating training courses for other local law enforcement agencies
- The Police Miscellaneous Special Projects Program provides a mechanism to account for one-time only revenue and expenditure transactions
- The Boating Safety Program collects and distributes Everett's allocation of the state boat and personal watercraft excise taxes, which are restricted for boating/safety education and law enforcement
- The Byrne Grant Programs provide a mechanism to account for the annual application and award of Justice Assistance grants which are used to procure specialized equipment
- The Narcotics Program collects and distributes seizure money the court orders to be retained by the Narcotics unit, funds are restricted by the Revised Code of Washington (RCW) for narcotics enforcement only
- The Narcotics/Law Enforcement Program collects and distributes federal case seizure money, which is restricted by the federal government for narcotics enforcement only
- The Registered Sex Offender grant program provides a mechanism to account for the Snohomish County Sheriff's Office grant which is used to ensure address and residing verification

EXPECTED RESULTS

- Efficiently and accurately account for police special project funds

BUDGETED EXPENDITURES

	2014 Actual	2015 Adopted Budget	2015 As Amended 12/2/2015	2015 Estimate	2016 Adopted Budget
Fund 156 Criminal Justice					
Program 470: Criminal Justice					
Revenue					
Beginning Balance	8,185,177	5,546,986	7,752,422	8,385,927	7,652,240
1/10th Percent Sales Tax	1,583,364	1,392,341	1,392,341	1,491,685	1,543,894
State Shared Revenue - Special Programs	99,236	90,654	90,654	100,200	100,200
State Shared Revenue - High/Violent Crime	273,917	383,269	383,269	203,864	203,864
DUI/Other Criminal Justice Assistance	18,753	17,190	17,190	18,200	18,200
Interest Earnings	143,106	135,900	135,900	135,900	113,085
Miscellaneous Revenue	3,392	-	-	-	-
Total Available	10,306,945	7,566,340	9,771,776	10,335,776	9,631,483
Expenditures					
Patrol Enforcement	395,816	418,479	418,479	418,479	425,750
Community Oriented Policing	272,519	309,826	309,826	309,826	312,578
Police Records Specialists	162,960	173,380	173,380	173,380	184,314
Prosecutor's Office	302,677	373,079	373,079	373,079	350,225
School Resource Officer (SRO)	256,865	274,071	274,071	274,071	277,047
Special Assault Unit	375,908	402,361	402,361	402,361	399,456
Mobile Data Computers	-	123,600	489,732	-	614,568
Police HQ Wiring	606	-	-	-	-
Radio System Replacements	50,875	290,702	1,568,447	60,209	1,807,661
New World Equipment	42,603	-	470,550	470,550	-
Aircard Service	53,773	83,738	83,738	53,772	63,000
Police Firing Range Project	6,416	46,800	137,809	137,809	46,800
Police Property Room Storage Project	-	-	-	-	100,000
Municipal Court Bldg/Equipment	-	10,000	10,000	10,000	10,000
Total Expenditures	1,921,018	2,506,036	4,711,472	2,683,536	4,591,399
Ending Balance	8,385,927	5,060,304	5,060,304	7,652,240	5,040,084
2016 Budget Appropriation - Criminal Justice Program					9,631,483
Fund 156 Police Special Projects					
Program 030: Seniors Against Crime					
Revenue					
Beginning Balance	7,440	6,590	6,590	8,749	9,399
Interest Earnings	147	150	150	150	150
Private Contributions	2,610	2,000	2,000	2,500	2,000
Total Available	10,197	8,740	8,740	11,399	11,549
Expenditures					
M & O	1,448	8,740	8,740	2,000	11,549
Total Expenditures	1,448	8,740	8,740	2,000	11,549
Ending Balance	8,749	0	0	9,399	0
Program 033: Crime Prevention					
Revenue					
Beginning Balance	9,957	10,132	10,132	10,128	10,298
Interest Earnings	171	175	175	170	175
Total Available	10,128	10,307	10,307	10,298	10,473
Expenditures					
M & O	-	10,307	10,307	-	10,473
Total Expenditures	-	10,307	10,307	-	10,473
Ending Balance	10,128	0	0	10,298	0

BUDGETED EXPENDITURES (continued)

	2014	2015	2015	2015	2016
	Actual	Adopted	As Amended	Estimate	Adopted
Fund 156 Police Special Projects (Cont)		Budget	12/2/2015		Budget
Program 041: Police Training-Interlocal					
Revenue					
Beginning Balance	17,816	21,516	21,516	21,388	24,068
Tuition Charges	10,400	11,000	11,000	11,600	11,600
Interest Earnings	330	300	300	400	500
Total Available	28,546	32,816	32,816	33,388	36,168
Expenditures					
M & O	7,158	32,816	32,816	9,320	36,168
Total Expenditures	7,158	32,816	32,816	9,320	36,168
Ending Balance	21,388	0	0	24,068	0
Program 042: Police Misc Special Proj					
Revenue					
Beginning Balance	1,078	1,108	1,108	4,780	808
Miscellaneous Revenue	5,888	5,000	5,000	2,500	5,000
Interest Earnings	46	30	30	40	10
Total Available	7,012	6,138	6,138	7,320	5,818
Expenditures					
M & O	2,232	6,138	6,138	6,512	5,818
Total Expenditures	2,232	6,138	6,138	6,512	5,818
Ending Balance	4,780	0	0	808	0
Program 046: Boating Safety					
Revenue					
Beginning Balance	60,225	81,827	81,827	87,494	103,780
Vessel Registration Fees	65,102	60,000	60,000	65,636	65,000
Interest Earnings	1,753	1,500	1,500	1,700	1,700
Total Available	127,080	143,327	143,327	154,830	170,480
Expenditures					
M & O	17,329	37,000	37,000	20,000	134,978
Transfer Out to Fund 002	22,257	31,050	31,050	31,050	30,502
Total Expenditures	39,586	68,050	68,050	51,050	165,480
Ending Balance	87,494	75,277	75,277	103,780	5,000
Prog 061: 2011 Justice Assistance Grant					
Revenue					
Beginning Balance	-	-	-	-	-
FY2011 Justice Asst Grant	3,806	-	-	-	-
Interest Earnings	30	-	-	-	-
Total Available	3,836	-	-	-	-
Expenditures					
M & O	3,836	-	-	-	-
Total Expenditures	3,836	-	-	-	-
Ending Balance	0	0	0	0	0
Prog 062: 2012 Justice Assistance Grant					
Revenue					
Beginning Balance	-	-	-	-	-
FY2012 Justice Asst Grant	12,507	-	8,131	8,131	-
Interest Earnings	331	-	-	70	-
Total Available	12,838	-	8,131	8,201	-
Expenditures					
M & O	12,838	-	8,131	8,201	-
Total Expenditures	12,838	-	8,131	8,201	-
Ending Balance	0	0	0	0	0

BUDGETED EXPENDITURES (continued)

	2014 Actual	2015 Adopted Budget	2015 As Amended 12/2/2015	2015 Estimate	2016 Adopted Budget
Fund 156 Police Special Projects (Cont)					
Prog 063: 2013 Justice Assistance Grant					
Revenue					
Beginning Balance	-	-	-	-	-
FY2013 Justice Asst Grant	16,341	-	35,860	35,860	-
Interest Earnings	696	-	-	500	-
Total Available	17,037	-	35,860	36,360	-
Expenditures					
M & O	17,037	-	35,860	36,360	-
Total Expenditures	17,037	-	35,860	36,360	-
Ending Balance	0	0	0	0	0
Prog 064: 2014 Justice Assistance Grant					
Revenue					
Beginning Balance	-	-	-	-	-
FY2014 Justice Asst Grant	-	-	85,806	85,806	-
Interest Earnings	-	-	-	850	-
Total Available	-	-	85,806	86,656	-
Expenditures					
M & O	-	-	85,806	86,656	-
Total Expenditures	-	-	85,806	86,656	-
Ending Balance	0	0	0	0	0
Prog 065: 2015 Justice Assistance Grant					
Revenue					
Beginning Balance	-	-	-	-	-
FY2015 Justice Asst Grant	-	-	69,834	69,834	-
Total Available	-	-	69,834	69,834	-
Expenditures					
M & O	-	-	69,834	69,834	-
Total Expenditures	-	-	69,834	69,834	-
Ending Balance	0	0	0	0	0
Program 240: Narcotics					
Revenue					
Beginning Balance	59,678	83,371	83,371	82,499	137,201
Confiscated Property	52,693	25,000	25,000	112,872	25,000
Interest Earnings	1,230	1,000	1,000	1,830	1,500
Total Available	113,601	109,371	109,371	197,201	163,701
Expenditures					
M & O	31,102	60,000	60,000	60,000	86,662
Total Expenditures	31,102	60,000	60,000	60,000	86,662
Ending Balance	82,499	49,371	49,371	137,201	77,039
Program 241: Narcotics/Law Enforcement					
Revenue					
Beginning Balance	395	398	398	254,899	233,304
Federal Seizures	253,947	500,000	500,000	-	-
Interest Earnings	557	5,000	5,000	3,800	3,000
Total Available	254,899	505,398	505,398	258,699	236,304
Expenditures					
M & O	-	250,000	250,000	25,395	236,304
Total Expenditures	-	250,000	250,000	25,395	236,304
Ending Balance	254,899	255,398	255,398	233,304	-

BUDGETED EXPENDITURES (continued)

	2014 Actual	2015 Adopted Budget	2015 As Amended 12/2/2015	2015 Estimate	2016 Adopted Budget
Fund 156 Police Special Projects (Cont)					
Program 701: Registered Sex Offender Grant					
Revenue					
Beginning Balance	39,728	35,328	35,328	50,411	41,591
Grant Revenue	126,250	101,000	101,000	101,000	101,000
Interest Earnings	389	600	600	180	200
Total Available	166,367	136,928	136,928	151,591	142,791
Expenditures					
M & O	115,956	136,928	136,928	110,000	142,791
Total Expenditures	115,956	136,928	136,928	110,000	142,791
Ending Balance	50,411	0	0	41,591	0
2016 Budget Appropriation - Police Special Projects					777,284
Fund 156 Criminal Justice/Courts					
Program 500: Probation					
Revenue					
Beginning Balance	34,065	6,939	6,939	5,005	1,237
Probation/EHD Fees	294,495	310,000	310,000	243,540	260,000
Interest Earnings	3	200	200	-	100
Transfers In	41,032	47,242	47,242	47,242	47,242
Total Available	369,595	364,381	364,381	295,787	308,579
Expenditures					
M & O	46,842	65,000	65,000	50,000	50,000
Transfer Out to Fund 002	317,748	291,549	291,549	244,550	243,561
Total Expenditures	364,590	356,549	356,549	294,550	293,561
Ending Balance	5,005	7,832	7,832	1,237	15,018
Program 510: DV Penalty Assessments					
Revenue					
Beginning Balance	26,764	33,249	33,249	32,610	35,385
DV Assessments	9,330	8,750	8,750	9,500	9,500
Interest Earnings	500	485	485	525	525
Total Available	36,594	42,484	42,484	42,635	45,410
Expenditures					
M & O	3,984	42,484	42,484	7,250	45,410
Total Expenditures	3,984	42,484	42,484	7,250	45,410
Ending Balance	32,610	0	0	35,385	0
Program 520: Trial Court Improvements					
Revenue					
Beginning Balance	139,346	140,846	140,846	142,895	113,295
Trial Court Improvements	43,064	47,242	47,242	45,062	47,242
Interest Earnings	2,754	3,500	3,500	2,580	2,560
Total Available	185,164	191,588	191,588	190,537	163,097
Expenditures					
M & O	1,237	30,000	30,000	30,000	30,000
Transfer Out	41,032	47,242	47,242	47,242	47,242
Total Expenditures	42,269	77,242	77,242	77,242	77,242
Ending Balance	142,895	114,346	114,346	113,295	85,855
2016 Budget Appropriation - Court Programs					517,086
2016 Budget Appropriation - Fund 156 Total					10,925,853

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TRAFFIC MITIGATION FUND 157

MISSION STATEMENT

The primary purpose of traffic mitigation payments is to provide mitigation of transportation system impacts resulting from development in accordance with the City's adopted transportation policy.

SUMMARY

Expenditure Budget	\$ 4,069,843	FTE's	0.0
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REVENUE DESCRIPTION

This fund receives payments to mitigate cumulative transportation system impacts resulting from development in the City and surrounding areas.

INVENTORY OF SERVICES

DEPARTMENT 157/Traffic Mitigation ACTIVITY 1 - Traffic Mitigation

CAPITAL OUTLAY	\$ 4,069,843
Revenue Offset	(520,425)
NET COST	\$ 3,549,418
TOTAL FTEs	0

DESCRIPTION ■ Receives and uses payments to mitigate cumulative transportation system impacts resulting from development in the City and surrounding areas

EXPECTED RESULTS ■ Provide funding for preliminary engineering, right-of-way, construction, improvement, and repair of City streets and pedestrian facilities
■ Provide matching funds for arterial street and transportation capital improvement grants

FUTURE TRENDS ■ Increased traffic and development will require increased transportation improvements
■ Reduced outside grant funding will increase demand for mitigation funds

PERFORMANCE MEASURES	2014	2015 Est.	2016 Est.
■ Capital projects supported	3	0	2

BUDGETED EXPENDITURES

	2014	2015	2015	2015	2016
Fund 157 Traffic Mitigation Fund	Actual	Adopted Budget	As Amended 12/2/2015	Estimate	Adopted Budget
Revenue					
Beginning Balance	2,976,553	1,876,553	1,876,553	2,883,638	3,549,418
Charges For Services	448,130	200,000	200,000	625,000	480,000
Interfund Interest	8,923	-	-	-	-
Interest Income	45,645	38,000	38,000	40,780	40,425
Transfer In	444,021	-	-	-	-
Total Available	3,923,272	2,114,553	2,114,553	3,549,418	4,069,843
Expenditures					
Transfers Out	1,039,634	1,800,000	1,800,000	-	2,800,000
Capital Outlay	-	314,553	314,553	-	1,269,843
Total Expenditures	1,039,634	2,114,553	2,114,553	-	4,069,843
Ending Balance	2,883,638	0	0	3,549,418	0

2016 Budget Appropriation	4,069,843
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TRANSPORTATION BENEFIT DISTRICT FUND 159

MISSION STATEMENT

To provide funding for the preservation, maintenance, and construction of local transportation infrastructure.

SUMMARY

Expenditure Budget	\$ 1,200,000	FTE's	0.0
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REVENUE DESCRIPTION

The source of funding for this program is a \$20.00 Vehicle License Fee and interest income.

INVENTORY OF SERVICES

DEPARTMENT 159/Transportation Benefit District (TBD) ACTIVITY 1 - TBD

TRANSFERS OUT	\$1,200,000
Revenue Offset	(1,200,000)
NET COST	\$0
TOTAL FTEs	0

DESCRIPTION ■ Provides a mechanism to account for the financial transactions of the TBD

EXPECTED RESULTS ■ Provide funding for the preservation, maintenance, and construction of local transportation infrastructure, specifically the City's overlay program

BUDGETED EXPENDITURES

		2015 Adopted Budget	2015 As Amended 12/2/2015	2015 Estimate	2016 Adopted Budget
Fund 159: Transportation Benefit District	2014 Actual				
Revenue					
Beginning Balance	-	-	-	-	412,230
TBD Vehicle Registration Fees	-	-	600,000	1,010,000	1,200,000
Interest Earnings	-	-	-	2,230	2,500
Total Available	-	-	600,000	1,012,230	1,614,730
Expenditures					
Transfers Out (for overlay)	-	-	600,000	600,000	1,200,000
Total Expenditures	-	-	600,000	600,000	1,200,000
Ending Balance	-	-	-	412,230	414,730

2016 Budget Appropriation	1,614,730
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CONTINGENCY RESERVE Rainy Day Fund FUND 160

MISSION STATEMENT

To provide a reserve for extraordinary unforeseen events and unbudgeted expenses.

SUMMARY

Expenditure Budget	\$	-	FTE's	0.0
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REVENUE DESCRIPTION

The source of funding for this program is optional contributions from the General Fund.

INVENTORY OF SERVICES

DEPARTMENT 160/Rainy Day Fund ACTIVITY 1 - Rainy Day Fund

LABOR	\$0
M&O	0
Revenue Offset	0
NET COST	\$0
TOTAL FTEs	0

DESCRIPTION

- Maintains reserve for emergencies and contingent liabilities
- Fund balance limited to 37.5 cents per \$1,000 of assessed property value per RCW 35.33.145
- Requires Administration recommendation and Council supermajority approval to appropriate funds for expenditure

EXPECTED RESULTS

- Maintain adequate Rainy Day fund balance to support General Fund balance in the event of an emergency

PERFORMANCE MEASURES

	2014	2015 Est.	2016 Est.
⚠ Fund Balance as a % of maximum	95%	88%	84%

BUDGETED EXPENDITURES

Fund 160: Rainy Day Fund	2014 Actual	2015 Adopted Budget	2015 As Amended 12/2/2015	2015 Estimate	2016 Adopted Budget
Revenue					
Beginning Balance	4,118,945	4,118,945	4,118,945	4,118,945	4,118,945
General Government Contribut	-	-	-	-	125,000
Total Available	4,118,945	4,118,945	4,118,945	4,118,945	4,243,945
Expenditures					
Total Expenditures	-	-	-	-	-
Ending Balance	4,118,945	4,118,945	4,118,945	4,118,945	4,243,945
2016 Budget Appropriation					4,243,945

CAPITAL IMPROVEMENT RESERVE FUND 162

MISSION STATEMENT

To serve the cultural, civic, health, and safety needs of the residents of Everett by providing funding for community, recreational, and public safety improvements.

SUMMARY

Expenditure Budget	\$	4,636,900	FTE's	0.0
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REVENUE DESCRIPTION

CIP 1

Sources of funding for this program include general fund contributions.

CIP 2

Sources of funding for this program include the first quarter of one percent Real Estate Excise Tax, general fund contributions, rental income and interest earnings.

CIP 4

Sources of funding may include but are not limited to rental income, general fund contributions, and interest earnings.

INVENTORY OF SERVICES

DEPARTMENT 162/Capital Improvement Reserve ACTIVITY 1 - CIP 1

CAPITAL OUTLAY	\$1,045,000
TOTAL COST	\$1,045,000
TOTAL FTEs	0

DESCRIPTION ■ Provides a funding source for major repairs, renovations, and replacements of existing general government structures

EXPECTED RESULTS ■ Major repairs, renovations, and replacements of existing general government structures are adequately funded with cash on hand to the extent practical.

INVENTORY OF SERVICES (Continued)

DEPARTMENT 162/Capital Improvement Reserve ACTIVITY 2 - CIP 2

DEBT SERVICE	\$3,091,900
INTERGOVERNMENTAL	\$500,000
TOTAL COST	<u>\$3,591,900</u>
TOTAL FTEs	0

- DESCRIPTION
- Provides a mechanism to track the collection and use of the first quarter of one percent real estate excise tax as well as other funding sources
 - Provides a reserve for future debt service requirements of capital projects completed through this program, details of which can be found in the Capital Improvement Program section of this budget
-
- EXPECTED RESULTS
- Provide funding for the 2016 debt service requirements of this program which include; the 2014 Floating Rate LTGO Bonds for the arena land and events center; a portion of the 2012 LTGO bonds for the Conference Center; and \$500,000 to the Public Facilities District for debt support

DEPARTMENT 162/Capital Improvement Reserve ACTIVITY 3 - CIP 4

CAPITAL OUTLAY	\$0
TOTAL COST	<u>\$0</u>
TOTAL FTEs	0

- DESCRIPTION
- Builds a reserve for future cultural and recreational improvements, transportation improvements, and other general government capital projects
 - Provides long-term general government capital project planning in order to estimate resources needed for future projects
-
- EXPECTED RESULTS
- Provide timely and reliable information regarding the financial impacts of capital improvement projects
 - Provide funding for capital projects as directed by Administration and Council

BUDGETED EXPENDITURES

	2014 Actual	2015 Adopted Budget	2015 As Amended 12/2/2015	2015 Estimate	2016 Adopted Budget
Fund 162: Capital Reserve					
Program 001: CIP 1					
Revenue					
Beginning Balance	-	-	-	-	-
Transfers In	-	-	-	-	1,665,000
Total Available	-	-	-	-	1,665,000
Expenditures					
Construction Projects	-	-	-	-	1,045,000
Total Expenditures	-	-	-	-	1,045,000
Ending Balance	-	-	-	-	620,000
Program 002: CIP 2					
Revenue					
Beginning Balance	10,483,559	8,971,576	8,971,576	9,151,357	8,706,073
Real Estate Excise Tax	1,722,002	1,664,171	1,664,171	1,700,000	1,768,000
Transfers In	-	800,000	800,000	800,000	800,000
Interest Earnings	164,668	194,551	194,551	150,000	156,253
Total Available	12,370,229	11,630,298	11,630,298	11,801,357	11,430,326
Expenditures					
Intergovernmental Payments	500,000	500,000	500,000	500,000	500,000
Transfers Out - Debt Service	2,718,872	2,969,683	2,969,683	2,595,284	3,091,900
Total Expenditures	3,218,872	3,469,683	3,469,683	3,095,284	3,591,900
Ending Balance	9,151,357	8,160,615	8,160,615	8,706,073	7,838,426
Program 004: CIP 4					
Revenue					
Beginning Balance	6,619,953	4,658,256	6,380,756	6,918,896	8,335,275
South Precinct Rental	219,603	239,439	239,439	239,439	246,622
Other Rental Income	48,594	49,440	49,440	49,440	50,923
Miscellaneous Revenue	125,000	-	-	-	-
Transfers In	405,746	-	-	3,515,000	-
Total Available	7,418,896	4,947,135	6,669,635	10,722,775	8,632,820
Expenditures					
Transfers Out	500,000	-	2,732,520	2,387,500	-
Total Expenditures	500,000	-	2,732,520	2,387,500	-
Ending Balance	6,918,896	4,947,135	3,937,115	8,335,275	8,632,820
2016 Budget Appropriation					21,728,146

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COMMUNITY HOUSING IMPROVEMENT PROGRAM (CHIP) AND HOUSING AND COMMUNITY DEVELOPMENT PROJECTS FUND 197

MISSION STATEMENT

Fund 197 includes a number of programs which include Community Housing Improvement Program (CHIP), housing rehabilitation, building rehabilitation, and housing development for the City of Everett. The fund is used to preserve and improve Everett's housing stock and enhance the neighborhood environment by:

- Assisting owner occupants and tenants of low to moderate income achieve decent and safe housing.
- Promoting the development, retention and improvement of affordable rental housing and neighborhoods in Everett.
- Improving and enhancing downtown Everett, other business areas and nonprofit facilities through rehabilitation services and loans.

SUMMARY

Expenditure Budget	\$1,233,727	FTE's	2.5
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REVENUE DESCRIPTION

- The sources of funds for Fund 197 are the HOME Program through a consortium with Snohomish County, repayments from previous loans from various sources, interest earnings, Snohomish County Housing Trust Fund (HTF 2060), and Community Development Block Grant (CDBG) funds.
- Loan repayments vary from year to year and are unpredictable. For 2016 they are estimated to be \$300,000.
- The Snohomish County Auditor began collecting a surcharge of \$10.00 on instruments recorded within the County in 2002. A portion of these funds is put into the Snohomish County Housing Trust 2060 Fund to be used for development, preservation, operation and maintenance of low-income housing. The City receives an allocation of these funds through an interlocal agreement with Snohomish County signed in 2004. These funds are loaned out to non-profit housing developers and provided to shelters to help with operations.
- HOME Program funds are loaned out to nonprofit housing developers and are used for CHIP owner-occupied housing rehabilitation loans. The source of these funds is the Department of Housing and Urban Development (HUD) passed through Snohomish County by a consortium agreement. City Council has established the CHIP program as the first priority for HOME funds.

INVENTORY OF SERVICES

DEPARTMENT 197/Community Housing Improvement Program (CHIP) **ACTIVITY** 1 - CHIP Loans

M&O	\$908,345
Revenue Offset	(\$908,345)
NET COST	\$0
TOTAL FTEs	0

DESCRIPTION

- Provides funding for rehabilitation of owner-occupied and investor properties to benefit low-income occupants
- Provides funding for development of low and moderate income housing, non-profit agency facilities, and downtown rehabilitation

EXPECTED RESULTS

- Provide decent and safe housing for low to moderate income persons
- Retain and encourage rehabilitation of affordable rental housing
- Promote and maintain the reputation of CHIP with the community and HUD, the funding agency
- Improve neighborhoods and downtown

2015
ACCOMPLISHMENTS

- ◆ Funded rehabilitation of 13 owner-occupied projects totaling \$705,235 and 1 Investor loan totaling \$21,885. Also 2 non-profit rehabilitation projects totaling \$160,000 were completed. These two projects were conversions of two single-family homes for housing developmentally disabled clients for Parkview Services and the Foundation for the Challenged.

2016 **GOALS**

Goal #1 ■ Fund rehabilitation loan program for low and moderate homeowners.

Goal #2 ■ Assist Non-Profit Agencies Parkview Services and the Foundation for the Challenged with housing projects. Assist Housing Hope with an 8-unit renovation project, Kennedy Court.

FUTURE TRENDS

- As the economy rebounds and home values rise, it is expected that a larger influx of residential rehabilitation applications will be received. The continued increase in regulations and requirements by the federal government, Snohomish County, and auditors are making programs harder to manage and projects harder to complete. Continue to balance expenditures using program income from existing loan payments/payoffs and new program funding.

INVENTORY OF SERVICES (Continued)

DEPARTMENT 197/Community Housing Improvement Program (CHIP) **ACTIVITY** 2 - CHIP Administration

LABOR	\$284,792
M&O	40,590
Revenue Offset	(\$325,382)
NET COST	\$0
TOTAL FTEs	2.5

DESCRIPTION

- Administers funding for rehabilitation of owner-occupied and investor properties to benefit low-income occupants
- Assists non-profit agencies with rehabilitation of facilities that serve low-income clients
- Advertises program, qualifies applicants and arranges financing through loans and private investment from participating local lenders
- Inspects properties and develops construction specifications for rehabilitation
- Administers construction contracts and manages construction of rehabilitation

EXPECTED RESULTS

- Provide decent and safe housing for low to moderate income persons
- Retain and encourage rehabilitation of affordable rental housing
- Promote and maintain reputation of CHIP with community and HUD, the funding agency
- Improve and preserve neighborhoods, non-profit facilities and downtown

2015 ACCOMPLISHMENTS

- ◆ Managed extensive rehabilitation of 13 owner-occupied projects and one investor-owned single-family renovation.
- ◆ Completed door and hardware replacement project to upgrade the North Everett Boys & Girls Club. Assisted Non-Profit agencies, Foundation for the Challenged and Parkview Services, in renovating two single-family residences to house developmentally disabled individuals.

2016 GOALS

Goal #1 ■ Manage housing rehabilitation assistance to low and moderate-income homeowners in the City of Everett and the Urban Growth Area

Goal #2 ■ Continue rehabilitation loan program for rental properties to create or improve housing affordability to low/very low income tenants

PERFORMANCE MEASURES

	2014	2015 Est.	2016 Est.
▼ Owner-occupied loans	13 loans 13 dwelling units	13 loans 13 dwelling units	15 loans 15 dwelling units
▼ Investor loans (rentals)	1	1	2
▼ Nonprofit loans (housing)	2 loans 2 dwelling units	2 loans 2 dwelling units	3 loans 10 dwelling units
▼ Nonprofit facility rehabilitation, including shelters	1	1	2

POSITION SUMMARY	FTE	POSITION SUMMARY	FTE
Housing Improvement Inspector	2	Administrative Assistant	0.5

THREE-YEAR PERSONNEL COMPARISON

Class	Title	2014	2015	2016
6155	Housing Improvement Inspector	2.0	2.0	2.0
6301	Administrative Assistant	0.5	0.5	0.5
	TOTAL FTE	2.5	2.5	2.5

BUDGETED EXPENDITURES

Fund 197: CHIP Loan Program	2014	2015	2015	2015	2016
	Actual	Adopted Budget	As Amended 12/2/2015	2015 Estimate	Adopted Budget
Revenue					
Beginning Cash & Loans Receivable	14,044,299	14,706,057	14,706,057	14,288,401	15,330,028
Grant Revenue	508,397	1,440,328	1,440,328	1,440,328	1,280,772
Interest Earnings	140,756	141,000	141,000	141,000	144,500
Miscellaneous	25,856	1,500	1,500	1,500	1,100
Total Available	14,719,308	16,288,885	16,288,885	15,871,229	16,756,400
Expenditures					
Loan Program Expenditures	108,832	237,500	237,500	237,500	908,345
Salaries & Benefits	275,134	272,612	272,612	272,612	284,792
M & O	46,941	31,089	31,089	31,089	40,590
Total Expenditures	430,907	541,201	541,201	541,201	1,233,727
Ending Cash & Loans Receivable	14,288,401	15,747,684	15,747,684	15,330,028	15,522,673
2016 Budget Appropriation					16,756,400

BUDGET CHANGES

This schedule includes only staffing and new program changes from the 2015 Adopted Budget to the 2016 Proposed Budget. It excludes labor cost changes related to the cost of living, step increases, or employee benefits changes.

FTE	Item	Labor Amount	M & O Amount	Total
	None			-

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FUND 198

MISSION STATEMENT

The Community Development Block Grant Program (CDBG) is a federal grant received and administered by the Department of Planning and Community Development. The mission is to:

- Administer the program according to federal regulations in a timely and professional manner.
- Involve citizens in the decision making process beyond the basic federal requirements.
- Work with agencies, citizens, and other City departments to assure that funds benefit low-income residents in Everett.
- Meet the national and local priorities and objectives in the use of the funds.
- Expand opportunities and preserve housing for low and moderate-income residents.

SUMMARY

Expenditure Budget	\$966,430	FTE's	1.35
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REVENUE DESCRIPTION

Since 1974 the City of Everett has applied for and received Community Development Block Grant (CDBG) funding from the U.S. Department of Housing and Urban Development (HUD). Every year HUD determines the amount of CDBG funding for each community. The allocations run on a fiscal year of July through June.

Funding for the 2015/2016 program year is \$834,904, a reduction from \$837,407 last program year. The Community Development Block Grant program enjoys widespread Congressional support and has been serving low income residents throughout the country since 1974.

Each year through a public process, the City's Citizens' Advisory Committee for Housing and Community Development formulates a CDBG funding recommendation to the City Council. City Council authorizes the Mayor to apply to HUD for the grant. The application is in the form of an Action Plan, which delineates how all of the appropriated funds are to be spent. The City is also required by HUD to adopt a five-year Consolidated Plan, and the annual Action Plan is required to be consistent with this five-year plan. Each year the City reports to HUD its progress toward the goals and priorities established in the Consolidated Plan by completing a Consolidated Annual Performance and Evaluation Report, or CAPER. The current Consolidated Plan, completed in 2015, is for program years 2015 through 2019.

INVENTORY OF SERVICES

DEPARTMENT 198/Community Development Block Grant (CDBG) Program **ACTIVITY** 1 - CDBG Administration

LABOR	\$175,149
M&O	791,281
Revenue Offset	(702,280)
NET COST	\$264,150
TOTAL FTEs	1.35

DESCRIPTION ■ Administers Community Development Block Grants and other funds from HUD according to federal and state regulations

EXPECTED RESULTS ■ Provides decent housing, a suitable living environment, and economic opportunities to persons of low and moderate incomes

2015 ACCOMPLISHMENTS

- ◆ Met HUD standards for timeliness in expending grant funds.
- ◆ Provided funding for low-income public service programs providing emergency housing, domestic violence counseling, family counseling, dental care, transportation, child care, homeless services, elderly services, services for developmentally disabled, and clothing and services for children. Supported Project Homeless Connect for the seventh consecutive year.
- ◆ Completed the 2015-2019 Consolidated Plan in conjunction with Snohomish County.
- ◆ Provided funding and technical support for Riverside Neighborhood interpretive sign for Summit Park, Garfield Park Picnic Shelters, North Everett Boys & Girls Club improvements, and Minor Home Repairs.

2016 GOALS

Goal #1 ■ Provide services and projects that help improve the condition of low-income and homeless people living in the City of Everett.

Goal #2 ■ Meet the spending goals set by the federal government by achieving timely implementation of projects funded with Community Development Block Grant funds.

FUTURE TRENDS

- Increased pressure on local governments to fund housing and community development programs as less federal funding is available to communities.
- Added regulations and approach to those regulations will add significant cost and time to CDBG, HOME and state-funded projects

PERFORMANCE MEASURES	2014	2015 Est.	2016 Est.
▼ CDBG Programs & Projects Completed	24	25	25
▼ Housing programs	9	10	10
▼ Social Service programs	13	15	15
▼ Capital projects	5	5	5
▼ Annual Action Plan Completed	1	1	1
▼ Consolidated Annual Performance and Evaluation Report (CAPER) Completed	1	1	1
▼ Citizens Advisory Committee for Housing and Community Development	6	7	5

POSITION SUMMARY	FTE	POSITION SUMMARY	FTE
Planner	1	Program Manager, Housing & Community Development	0.35

THREE-YEAR PERSONNEL COMPARISON

Class	Title	2014	2015	2016
1670	Planner	1.0	1.0	1.0
6151	Community Development Specialist	0.5	0.5	0.0
6510	Program Manager, Housing and Community Development	0.0	0.0	0.35
TOTAL FTE		1.5	1.5	1.35

BUDGET CHANGES

This schedule includes only staffing and new program changes from the 2015 Adopted Budget to the 2016 Proposed Budget. It excludes labor cost changes related to the cost of living, step increases, or employee benefits changes.

FTE	Item	Labor Amount	M & O Amount	Total
-0.15	Transfer 0.15 FTE Community Development Specialist to Planning Fund 021	(17,926)		(17,926)
	Total	(17,926)	-	(17,926)

BUDGETED EXPENDITURES

Fund 198: Community Dev. Block Grant	2014	2015	2015	2015	2016
	Actual	Adopted Budget	As Amended 12/2/2015	Estimate	Adopted Budget
Revenue					
Beginning Cash & Loans Receivable	335,047	-	-	723,000	264,150
Grant Revenue	882,967	785,420	785,420	326,570	702,280
Misc Revenue	535	-	-	-	-
Total Available	1,218,549	785,420	785,420	1,049,570	966,430
Expenditures					
Salaries & Benefits	158,864	173,239	173,239	173,239	175,149
M & O	-	1,000	1,000	1,000	4,500
Operating Grants	276,460	548,616	548,616	548,616	775,520
Interfund Services & Charges	60,225	62,565	62,565	62,565	11,261
Total Expenditures	495,549	785,420	785,420	785,420	966,430
Ending Cash & Loans Receivable	723,000	0	0	264,150	0

2016 Budget Appropriation	966,430
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