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# ENTERPRISE FUNDS

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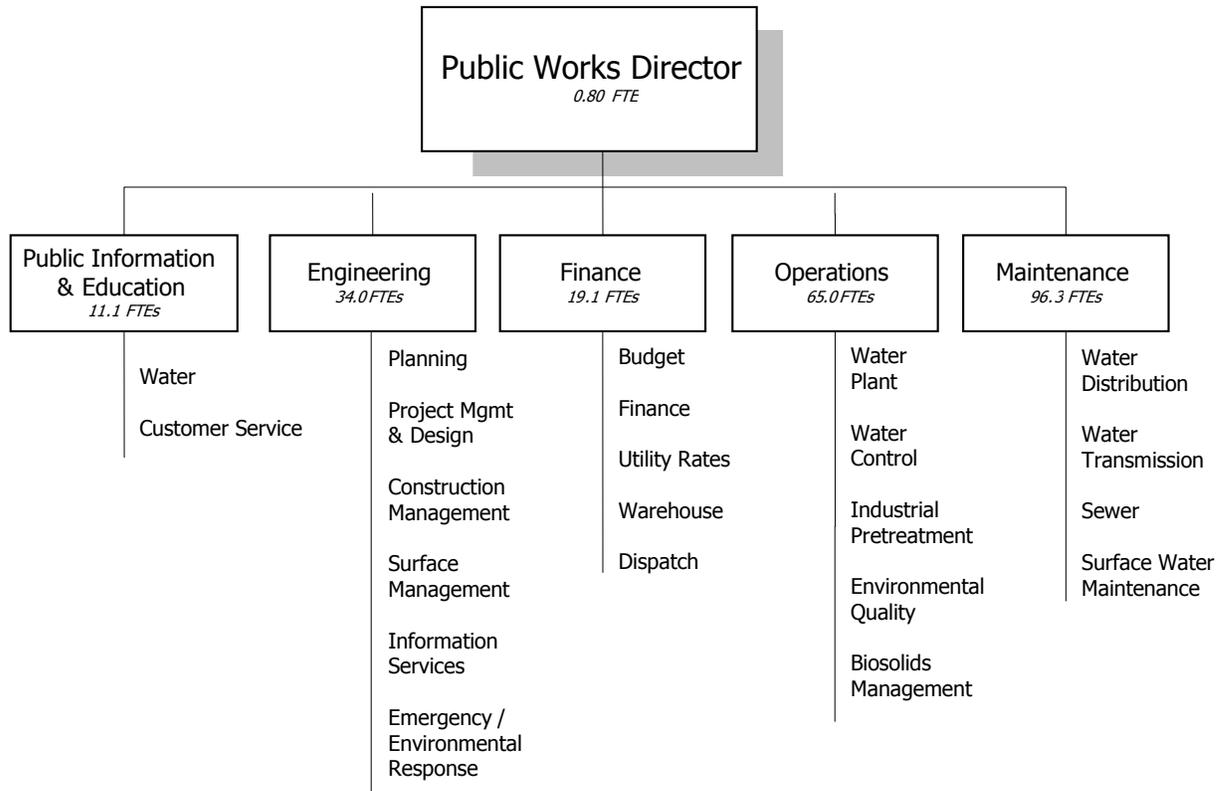
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# WATER/SEWER UTILITY FUND 401

## ORGANIZATION CHART



**MISSION STATEMENT**

Provide high quality water related services with integrity in a manner that is: responsive to public concerns, friendly, dependable, cost effective, timely and consistent, protective of our resources and the environment, and protective of our infrastructure; beyond customer expectations.

**SUMMARY**

Expenditure Budget	\$88,579,021	FTE's	226.30
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**REVENUE DESCRIPTION**

Utilities (Fund 401) revenues derive from service charges for the distribution and filtration of water, the collection and treatment of wastewater and stormwater fees. Utilities also receives revenues from areas such as timber sales, connection charges, and investments. Additional resources include state loans, grants, and revenue bond proceeds. Water sales include the distribution and filtration of water for domestic users as well as wholesale sales to other water systems in Snohomish County. Sewer charges include fees for the collection and treatment of sewage and for surface water management. Industrial high strength charges and septage dumping fees make up a portion of sewage revenues. Service revenues are estimated at \$83.1 million and total revenues at \$88.6 million for 2017.

**INVENTORY OF SERVICES**

**DEPARTMENT** 401/Water/Sewer Utility      **ACTIVITY** 1 - Resource & Project Management

LABOR	\$2,318,980
M&O	1,203,100
Revenue Offset	(3,522,080)
NET EXPENSE	-
TOTAL FTEs	34.16

DESCRIPTION      ■ The Resource and Project Management (RPM) Division of Public Works consists of five functional areas which are described below:

- Utility Planning updates the Comprehensive Water and Sewer Plans and implements the system replacement programs for pipelines, water mains, sewer lines and basement flood reduction
- Project Management implements most CIP projects involved with the water and wastewater plant upgrades
- Construction Management provides construction contract administration and construction inspection of the City's transportation and utility capital improvements to ensure cost-effective completion of public projects and compliance with city and state regulations
- Information Services provides GIS maps for all City departments as requested and provides records management for utility-related items
- Surface Water Management manages compliance with the National Pollution Discharge Elimination System (NPDES) Stormwater permit and addresses surface water issues

EXPECTED RESULTS      ■ Update Utility Capital Improvement Plan (10-year) annually

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■ Accurate mapping of existing utility systems

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■ Water rights for future growth are protected with timely replacements

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■ Water and sewer line failures are minimized

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■ Adequate supply of water for all customers

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■ Adequate water and sewer system capacity

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2016

ACCOMPLISHMENTS      ◆ Continued efforts to maintain and improve the City's drainage basins and surface water quality

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◆ Completed phase 1 - Sewer M project to reduce basement flooding

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◆ Retrofitted stormwater facilities

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◆ Continued water main replacement program

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◆ Managed over \$80 million in construction projects

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◆ Completed construction of Broadway Bridge

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2017 GOALS

Goal #1      ■ Ensure that the water supply and sewage systems meet capacity, quality, and regulatory security requirements

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Goal #2      ■ Replacements/Upgrade Projects: Water Main Replacements, Sewer Line Replacements

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Goal #3      ■ Expansion Projects: Northend basement flood reduction, complete phase 2-Sewer M

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Goal #4      ■ Modify the data and record systems to accommodate changing information needs of Public Works and other customers, including the entry of WPCF construction plans into a data base for future accessibility

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Goal #5      ■ Complete most of the construction of Grand Ave park bridge

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Goal #6      ■ Complete Surface Water Comprehensive Plan

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**INVENTORY OF SERVICES (Continued)**

FUTURE TRENDS

- Everett is a key participant in the Snohomish Basin Forum, which has prepared a salmon recovery plan for the Snohomish River Watershed in response to the Endangered Species Act (ESA). Everett has taken the lead in implementing compliance with the ESA. Engineering will develop documents and studies for several water and sewer facility improvements to meet future demands and maintain key infrastructure.
- The Information Services Group will continue to focus on system integration, data accuracy and data distribution. New technology will be evaluated with the initial focus on improved access to data in our GIS using browsers and web based services

PERFORMANCE MEASURES

	2015	2016 Est.	2017 Est.
Value of construction contracts completed	\$16,000,000	\$84,000,000	\$28,000,000
Time from construction to utilities in GIS	34 Days	37 Days	38 Days
Water quality facility inspections	310	310	310

POSITION SUMMARY	FTE	POSITION SUMMARY	FTE
Office Specialist	1.0	Principal Engineer	1.0
Utility Mapping Supervisor	1.0	Senior Engineer	5.0
Construction Inspector	7.0	Utilities Records Manager	1.0
Engineering Technician	6.0	M&O Supervisor	1.0
GIS/Programmer Analyst	1.0	Construction Manager	1.0
Environmental Permit Coordinator	1.0	Engineering Superintendent	1.0
Record System Specialist	2.0	Public Works Director	0.16
Associate Engineer (Non-PE)	1.0	Assistant Construction Manager	2.0
Associate Engineer (PE)	1.0	Surface Water Manager	1.0

**INVENTORY OF SERVICES (Continued)**

**DEPARTMENT** 401/Water/Sewer Utility      **ACTIVITY** 2 - Maintenance

LABOR	\$8,849,762
M&O	7,552,400
Revenue Offset	<u>(16,402,162)</u>
NET EXPENSE	-
TOTAL FTEs	<u>96.46</u>

- DESCRIPTION
- Provides maintenance and operations for the sewer collection system and pumping stations
  - Provides maintenance and operations for the water transmission pipelines and rights-of-way that deliver treated water to the City of Everett and other water purveyors that serve nearly all of Snohomish County
  - Operates and maintains the water distribution and water storage systems within the City limits and in Eastmont
  - Provides operation and maintenance for the existing storm drainage system, including drainage pipes; open ditches; detention systems; catch basins; inlets; and the protection and enhancement of the City's streams, lakes, and wetlands
  - Operates Supervisory Control and Data Acquisition System (SCADA) between utility operating systems and centralized monitoring locations

- EXPECTED RESULTS
- Maintain reliability of the City's water and sewer utility system through preventive and corrective maintenance
  - Update and implement Best Management Practices to meet the Endangered Species Act and perform operations and maintenance activities within environmentally sound practices
  - Promote system reliability, water quality features and maintain the City's storm water system
  - Protect the City's natural water resources through timely maintenance of our facilities
  - Improve and maintain system compliance performance of both water distribution and sewer collection systems
  - Operate and maintain the sewer collection and storm water systems to meet compliance and regulatory requirements of our state issued permits
  - Provide sewer backwater flow protection for the designated connections within the combined sewer system to reduce basement flooding

- 2016 ACCOMPLISHMENTS
- ◆ Continued to enhance system reliability by constructing new, and maintaining existing, facilities throughout the water and sewer systems. The capital and staff investments have improved system performance with better service levels, a lower level of water main and force main breaks, and fewer emergency calls
  - ◆ Continued to improve and upgrade the remote monitoring and telemetry capabilities and added more information points throughout the system. Continual improvements are necessary to this system to maintain the communications and monitoring capabilities throughout the operating systems. Over 5,000 data points currently being monitored
  - ◆ Maintained the corrosion protection systems for our ferrous sewer and water transmission lines
  - ◆ Continued use of, and staff training in, species-friendly Best Management Practices (BMPs) for maintenance activities for Endangered Species Act (ESA) compliance. Many of the maintenance activities are permitted through the participation in the Regional Road Maintenance Manual, a federally approved manual that outlines the BMPs for maintenance activities and complying with ESA guidelines
  - ◆ Continued dike maintenance efforts at Smith Island and the entire Diking District No. 5 dikes to prevent erosion of the dikes protecting the Water Pollution Control Facility. Provided dike maintenance for the former Drainage District No. 6 dikes to protect Transmission Line No. 5
  - ◆ Focused on activities related to current sewer and stormwater permits by preventing and controlling combined sewer overflows and managing storm water. Several improvements to outfalls and sewer routing were constructed and implemented to better manage the CSO and to prevent basement flooding.
  - ◆ Performed inspections, maintenance, and cleaning of storm water facilities for compliance with Phase II stormwater regulations
  - ◆ Inspected and maintained the City's fire hydrants
  - ◆ Installed approximately 1,000 backwater valves for the designated connections to date
  - ◆ Continued the conversion of flat rate water accounts to metered accounts per Department of Health requirements, with a projected 1,800 meter conversions during 2016

**INVENTORY OF SERVICES (Continued)**

2017 GOALS

- Goal #1 ■ Implement and continually improve our inspection and maintenance programs and Best Management Practices for our utility systems to complement our maintenance programs by identifying and implementing system replacement needs. Continue to review and modify utility standards to promote reliability of all system components. Improve our SCADA system to improve system operations and efficiencies.

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- Goal #2 ■ Annually inspect and maintain the City's fire hydrants
- Goal #3 ■ Continue our conversion of flat rate water services to metered per the state Department of Health regulations.

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- Goal #4 ■ Perform main replacements, improve the cathodic protection system, perform reservoir and tank inspections, dike maintenance, main flushing, and continual system improvements to improve service levels and system performance

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- Goal #5 ■ Maintain and improve sewer system data management systems and practices
- Goal #6 ■ Complete maintenance and capital projects
- Goal #7 ■ Maintain compliance with the Phase II Stormwater NPDES permit requirements
- Goal #8 ■ Continue compliance with sewer collection and CSO NPDES permit requirements, and continue improving our performance indicators

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- Goal #9 ■ Reduce emergency repairs by better identifying our more at risk mains and replacing them prior to failure.

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- Goal #10 ■ Continue to deliver high quality water in the distribution system through preventative maintenance activities

FUTURE TRENDS

- Growth, regulations, and demands for higher service levels drive the future expected additional activities of the Utility. These efforts will focused on improved sewer service levels. Increasing water reliability demands result in needed improvements to the water transmission and distribution systems, reservoirs, and pumping improvements. Operational coordination between our system and our 26 wholesale customers require better communications, remote monitoring, and upgrades to the SCADA system to maintain our system operations and to meet the increasing demands

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- Continue efforts to maintain distribution system water quality such as the unidirectional water main flushing program that improves in-city system wide water quality. This should be routinely done in each zone. Establish a return schedule and the optimal frequency in each zone. Work on reservoir maintenance and upkeep also will continue.

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- Sewer collection and stormwater NPDES permits will require additional compliance efforts. Additional staff and equipment will need to be evaluated and potentially requested.

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- Maintenance efforts will continue to modernize or replace obsolete motors and pumps, using energy efficient types and variable speed drives to flow pace pumping requirements, while not increasing structural limitations of wet well sizes in lift stations. Maintenance must be standardized and tracked by our maintenance management program. Backup power systems will be evaluated and added where necessary to maintain 100% reliability

PERFORMANCE MEASURES

	2015	2016 Est.	2017 Est.
<span style="color: gold;">▶</span> Sewer lines cleaned (ft)	277,447	142,821	200,000
<span style="color: gold;">▶</span> Water services installed	56	50	88
<span style="color: gold;">▶</span> Sewer lines tv'd	42,689	23,223	50,000
<span style="color: gold;">▶</span> Water quality samples collected	4,100	4,100	4,100
<span style="color: gold;">▶</span> Flat Rate conversions to Metered	1,200	1,800	1,800

**INVENTORY OF SERVICES (Continued)**

POSITION SUMMARY	FTE	POSITION SUMMARY	FTE
Supervisor I	1.0	Water Service Technician	10.0
Equipment Operator	4.0	Welder	1.0
Heavy Equipment Operator	25.0	PW Supervisor - Sewer	2.0
Lead Utility Service Worker	1.0	PW Supervisor – Water	3.0
Plant/Pump Maintenance Mechanic	2.0	PW Supervisor – TSG	1.0
SCADA/Telemetry Manager	1.0	Engineering Technician	1.0
Utility Maintenance Technician I	1.0	Associate Engineer (Non-PE)	2.0
Utility Maintenance Technician II	4.0	Associate Engineer (PE)	1.0
Utility Maintenance Tech III	1.0	Senior Engineer	0.80
Utility Laborer	26.0	Maintenance Superintendent	0.50
Utility Service Worker	2.0	M&O Supervisor	3.0
Water Quality Control Operator	3.0	Public Works Director	0.16

**INVENTORY OF SERVICES (Continued)**

**DEPARTMENT 401/Water/Sewer Utility      ACTIVITY 3 - Finance**

LABOR	\$2,567,080
M&O	42,102,626
Revenue Offset	(44,669,706)
NET EXPENSE	-
TOTAL FTEs	19.26

- DESCRIPTION
- Manages Public Works Department payroll
  - Manages the Everett Public Works Department financial issues
  - Monitors and maintains internal controls for the financial system
  - Provides long-range financial planning and analysis
  - Manages utility billing
  - Provides warehousing, deliveries to other departments, and maintains parts and materials inventory system of \$500,000
  - Disposes of surplus and scrap materials
  - Dispatches initial citizen calls for service within the City

- 2016 ACCOMPLISHMENTS
- ◆ Completed Water and Sewer cost of service studies
  - ◆ Completed Surface Water impervious surface study
  - ◆ Successfully completed structural reorganization of Public Works Finance work group

- 2017 GOALS
- Goal #1 ■ Successful implementation of new utilities rates
  - Goal #2 ■ Begin wholesale sewer contract negotiations
  - Goal #3 ■ Complete update of Utility Billing software system
  - Goal #4 ■ Successful implementation of impervious surface module of utility billing system

- FUTURE TRENDS
- Maintain rate stability while continuing to fund an aggressive capital improvement and replacement budget
  - Loss of funding sources puts further pressure on revenue derived from service rates and fees to continue funding operations and maintenance as well as a larger portion of capital projects. This makes it imperative that Everett Utilities fully evaluate capital projects for both need and cost effectiveness to ensure that the restricted funding available is put to the best possible use.
  - Outside sources of capital funding have been greatly reduced. Everett Utilities can no longer count on low-interest State loans, connection charge revenues, and other traditional sources of revenue to help reduce cost of capital funding

PERFORMANCE MEASURES

	2015	2016 Est.	2017 Est.
Standard and Poor's Investor Service	AA+	AA+	AA+
Parity Debt Service Coverage	2.86	2.50	2.50

POSITION SUMMARY	FTE	POSITION SUMMARY	FTE
Accounting Assistant	5.0	Financial Analyst	0.8
Accounting Technician	1.7	Project Coordinator	0.6
Asst. Inventory Control Technician	3.7	Assistant Safety Official	1.0
Communication Technician	1.0	City Safety Official	0.5
Inventory Control Technician	0.8	Utilities Finance Manager	1.0
Utility Laborer	1.0	Utilities Services Supervisor	1.0
Utility Service worker	1.0	Public Works Director	0.16

**INVENTORY OF SERVICES (Continued)**

**DEPARTMENT** 401/Water/Sewer Utility      **ACTIVITY** 4-Public Information and Administrative Support

LABOR	\$992,680
M&O	763,600
Revenue Offset	(1,756,280)
NET EXPENSE	-
TOTAL FTEs	11.26

DESCRIPTION

- Administers regional water conservation program (Department of Health (DOH) requirement)
- Administers green stormwater infrastructure initiatives (Department of Energy (DOE) requirement)
- Administers volunteer programs (Adopt-A-Street, Mutt Mitts, etc.)
- Administers internal and external solid waste reduction/recycling activities (DOE grant)
- Manages public information and public works intranet and internet
- Produces reports to the public (Water Quality Report, Utilities Annual Report, etc.)
- Manages phone calls to the City and provides departmental clerical support

EXPECTED RESULTS

- Meet annual water conservation, stormwater and solid waste goals
- Increase public participation in volunteer programs
- Provide effective communications to the public about programs, capital projects and emergencies
- Produce reports to public in a timely, cost effective manner
- Provide effective phone and clerical support

2016 ACCOMPLISHMENTS

- ◆ Achieved annual water conservation, stormwater and solid waste goals
- ◆ Provided effective desk-side recycling in city facilities
- ◆ Increased public participation in volunteer programs

2017 GOALS

- Goal #1 ■ Meet DOH savings requirements for regional water conservation program
- Goal #2 ■ Meet DOE requirements for green stormwater infrastructure initiatives
- Goal #3 ■ Meet DOE requirements for solid waste/recycling grant
- Goal #4 ■ Continue to notify, inform and educate the public about programs and projects

FUTURE TRENDS

- State requirements for water conservation will continue
- State requirements for storm water protection will increase. Solid waste recycling will continue to be a State priority
- Public information and involvement will continue to be a high priority
- Demand for online information and services will increase

**INVENTORY OF SERVICES (Continued)**

PERFORMANCE  
MEASURES

	2015	2016 Est.	2017 Est.
Conservation program savings	.65 MGD	.70 MGD	.75 MGD
School classroom presentations	650	620	620
Volunteer hours worked	1,550	1,700	1,800
Citizen contacts from website	2,100	2,200	2,300

POSITION SUMMARY	FTE	POSITION SUMMARY	FTE
Office Technician	4.6	Public Works Info & Education Officer	2.0
Public Info/Education Specialist	3.0	Public Works Director	0.16
Administrative Coordinator	0.65	Engineering Svcs Manager	0.85

**INVENTORY OF SERVICES (Continued)**

**DEPARTMENT** 401/Water/Sewer Utility      **ACTIVITY** 5 – Operations

LABOR	\$10,643,393
M&O	11,585,400
Revenue Offset	<u>(22,228,793)</u>
NET EXPENSE	<u>-</u>
TOTAL FTEs	65.16

DESCRIPTION

- Manages, operates, and maintains the Water Filtration Plant (WFP), and the Water Pollution Control Facility (WPCF). Manages the Environmental Monitoring and Compliance (EMC) group and the Industrial Pretreatment (IPT) group
- Diverts, treats, and filters water at the Lake Chaplain Reservoir WFP for the City of Everett and the majority of Snohomish County
- Provides watershed protection for Spada and Chaplain reservoirs through basin patrols to ensure source water quality protection
- Provides drinking water quality monitoring and regulatory compliance for Everett’s water transmission and distribution system through our EMC group
- Operates and maintains the WPCF to treat wastewater for the City of Everett and our wholesale wastewater customers outside the city limits
- Manages the permitting, monitoring, and regulation of industrial discharges through our IPT group
- Operates and maintains Everett’s Environmental Laboratory (EEL), and provides analytical services for the City of Everett as well as other municipalities and private entities
- Manages biosolids treatment, removal, and beneficial reuse for the biosolids produced by the WPCF, ensures permitting and regulation of biosolids handling complies with state and federal rules
- Monitors industrial and commercial sewer users to ensure compliance with federal, state, and local Clean Water Act regulations

EXPECTED RESULTS

- Provide safe, high quality drinking water to over 500,000 customers
- Provide wastewater treatment in a cost effective manner that ensures protection of the waters of Washington State by meeting or exceeding permit requirements

2016 ACCOMPLISHMENTS

- ◆ Began pilot filter project at the WFP to gain approval for higher filtration rates from the Department of Health in order to postpone construction of additional filters
- ◆ Improved operational strategies to respond more efficiently to and resolve taste and odor events in the drinking water system
- ◆ Continued operation of WPCF plant processes to eliminate community odor complaints
- ◆ Replaced aging SCADA systems at both WFP and WPCF and improved security of the industrial control networks at both plants
- ◆ Continued optimization team at the Water Filtration Plant to improve filter operations and efficiency, resulting in significantly less process water needs and lower treatment chemical costs

2017 GOALS

- Goal #1 ■ Ensure that the potable and industrial water supply, and the sewage treatment systems meet capacity, quality, regulatory, and security requirements
- Goal #2 ■ Operate WFP and WPCF at standards that meet or exceed all current federal and state permit requirements
- Goal #3 ■ Demonstrate increased treatment capacity at WPCF and implement pilot study to increase filter rates at WFP

**INVENTORY OF SERVICES (Continued)**

FUTURE TRENDS

- Emerging water quality issues in our source reservoirs related to natural phenomena will require increasing focus and response, which will require additional resources

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- Everett continues to be a key member of the Central Puget Sound Water Suppliers Forum. The Forum's 'Outlook' previously established a baseline of water supplies and demands in the Central Puget Sound. Current efforts are focused on regional resilience issues and developing mitigation strategies

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- Developing and implementing a strategic asset management plan for the Department will become a de facto requirement as regulatory and loaning entities will expect a programmatic and business-like approach to managing our assets. Public Works will be replacing its current asset and maintenance management software system during the next two years

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- Security is a continuing concern for the water system particularly at the remote sites. The WFP at Lake Chaplain Reservoir will continue to improve security at the plant and in the watershed

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- The community and regulatory agencies continue to challenge the wastewater treatment industry to develop better methods and technology in the effort to further protect the nation's receiving waters

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- The common approach of the land application of biosolids continues to be challenged in our state and in others. Possible future local restrictions may lead to increased costs for managing our biosolids

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- Climate change will influence water quality in the years to come in measurable ways. These impacts, which include decreased snowpack, increased winter flooding, and reduced summer flows will likely impart negative trends to water quality. Increases in average temperatures will also impact operations at the WFP and the WPCF. These factors may combine to present increased cost of treatment for both the WFP and the WPCF

PERFORMANCE MEASURES

Water Filtration Plant Program 121	2015	*2016 Est.	**2017 Est.
▶ Peak day flow (mgd)	98.41	85	84
▶ Average day flow (mgd)	52.7	50	50
▶ Peak/average day ratio	1.87	1.7	1.67
▶ System use (mg)	19,229	18,261	18,228
▶ Chemical costs (\$/mg)	\$41.33	\$42.00	\$46.00
▶ WFP tours (# people)	100	100	100
Water Pollution Control Facility Program 111	2015	2016 Est.	2017 Est.
▶ Total volume treated (MG)	6,533	6,600	6,600
▶ BOD Removed (tons)	6,431	6,450	6,500
▶ TSS Removed (tons)	5,617	5,650	5,700
▶ Total Biosolids removed (dry tons)	1,924	2,068	2,000
▶ Average daily flow (MGD)	17.9	18	18
▶ Laboratory analysis performed	28,669	28,670	28,670
▶ Septage receiving stations volumes (mg)	0.35	0.29	0.29
▶ Septage receiving (revenues)	\$68,060	\$61,635	\$61,635

\*2016 Flows prediction based upon use for first six months of 2016 then averages of previous 3 years of flows for the months of July-December.  
 \*\* 2017 Flows prediction based upon data from 2016 and averages of last 3 years for months July-December and a margin of error was applied. Prediction is for normal weather patterns for 2016.  
 2017 Chemical Costs prediction assume a 9.5% increase annually from previous year

**INVENTORY OF SERVICES (Continued)**

POSITION SUMMARY	FTE	POSITION SUMMARY	FTE
Office Specialist	2.0	Water Treatment Plant Operator Trainee	2.0
Public Service Aide	1.0	Facilities Manager	1.0
Watershed Patrolman/Park Ranger II	2.0	Principal Engineer	1.0
Industrial Waste Inspector	3.0	Project Coordinator	1.0
Plant/Pump Maintenance Mechanic	1.0	Operations Superintendent	1.0
SCADA/Telemetry Technician	1.0	Pre-Treatment Manager	1.0
Utility Maintenance Tech I	6.0	Senior Water Operator	2.0
Utility Maintenance Tech II	3.0	Public Works Director	0.16
Utility Maintenance Tech III	5.0	Senior Environmental Specialist	2.0
Wastewater Treatment Plant Operator I	1.0	Chief Water Operator	1.0
Wastewater Treatment Plant Operator II	1.0	Senior WWTP Operator	1.0
Wastewater Treatment Plant Operator III	5.0	Lab Super/Process Analyst	2.0
Water Quality Analyst	7.0	Wastewater Plant Maintenance Supervisor	1.0
Water Quality Technician	2.0	Water Filtration Plant Supervisor	1.0
Water Treatment Plant Operator III	7.0	Water Treatment Plant Operator II	1.0

**THREE-YEAR PERSONNEL COMPARISON**

<b>Class</b>	<b>Title</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
1540	Assistant Planner	1.00	-	-
2300	Accounting Assistant	5.00	5.00	5.00
2310	Accounting Technician	1.70	1.70	1.70
2400	Office Specialist	3.00	3.00	3.00
2410	Office Supervisor	0.90	-	-
2420	Office Technician	4.60	4.60	4.60
2425	Public Service Aide	1.00	1.00	1.00
2450	Supervisor I	1.00	1.00	1.00
3090	Watershed Patrolman/Ranger II	2.00	2.00	2.00
3600	Assistant Inventory Control Technician	3.70	3.70	3.70
3640	Communication Technician	1.00	1.00	1.00
3700	Equipment Operator	3.00	3.00	4.00
3720	Heavy Equipment Operator	25.00	24.00	25.00
3730	Industrial Waste Inspector	4.00	4.00	3.00
3740	Inventory Control Technician	0.80	0.80	0.80
3750	Lead Utility Service Worker	1.00	1.00	1.00
3809	Public Info/Education Specialist	2.00	3.00	3.00
3820	Plant/Pump Maintenance Mechanic	3.00	2.00	3.00
3875	SCADA/Telemetry Technician	-	1.00	1.00
3878	Utility Maintenance Tech I	8.00	8.00	6.00
3879	Utility Maintenance Tech II	6.00	7.00	8.00
3880	Utility Maintenance Tech III	5.00	5.00	6.00
3890	Utility Mapping Supervisor	1.00	1.00	1.00
3900	Utility Laborer	27.00	28.00	27.00
3920	Utility Service Worker	3.00	3.00	3.00
3940	Wastewater Treatment Plant Operator I	2.00	2.00	1.00
3950	Wastewater Treatment Plant Operator II	4.00	2.00	1.00
3960	Wastewater Treatment Plant Operator III	3.00	6.00	5.00
3980	Water Quality Analyst	7.00	6.00	7.00
3990	Water Quality Control Operator	3.00	3.00	3.00
4010	Water Quality Technician	2.00	2.00	2.00
4020	Water Service Technician	9.00	9.00	10.00
4050	Water Treatment Plant Operator II	-	-	1.00
4060	Water Treatment Plant Operator III	8.00	8.00	7.00
4070	Water Treatment Plant Operator OIT	2.00	1.00	2.00
4080	Welder	1.00	1.00	1.00
4082	PW Supervisor	2.00	2.00	2.00
4083	PW Supervisor Water	3.00	3.00	3.00
4084	PW Supervisor TSG	1.00	1.00	1.00
4210	Construction Inspector	7.00	7.00	7.00
4260	Engineering Technician	7.00	7.00	7.00
4275	GIS/Programmer Analyst	1.00	1.00	1.00
4385	Environmental Permit Coordinator	1.00	1.00	1.00
4400	Record System Specialist	2.00	2.00	2.00

**THREE-YEAR PERSONNEL COMPARISON (Continued)**

Class	Title	2015	2016	2017
6205	Facilities Manager	1.00	1.00	1.00
6302	Administrative Coordinator	1.75	1.65	0.65
6304	Associate Engineer (Non PE)	3.00	3.00	3.00
6305	Associate Engineer (PE)	2.00	2.00	2.00
6306	Financial Analyst	2.80	1.80	0.80
6307	Principal Engineer	2.00	2.00	2.00
6308	Project Coordinator	1.60	1.60	1.60
6310	Senior Engineer	5.80	5.80	5.80
6551	Assistant Safety Official	1.00	1.00	1.00
6552	City Safety Official	0.50	0.50	0.50
6654	Operations Superintendent	1.00	1.00	1.00
6655	Pre-Treatment Manager	1.00	1.00	1.00
6656	Public Works Info & Education Officer	1.00	1.00	2.00
6657	Senior Water Operator	1.00	1.00	2.00
6658	Public Works Finance Manager	1.00	1.00	1.00
6660	Utilities Records Manager	1.00	1.00	1.00
6661	Utility Services Supervisor	-	-	1.00
6662	Maintenance Superintendent	0.50	0.50	0.50
6663	M&O Supervisor	4.00	4.00	4.00
6664	Construction Manager	1.00	1.00	1.00
6665	Engineering Superintendent	1.00	1.00	1.00
6667	Public Works Director	0.80	0.80	0.80
6668	Senior Environmental Specialist	2.00	2.00	2.00
6669	Chief Water Operator	1.00	1.00	1.00
6670	Senior Wastewater Operator	1.00	1.00	1.00
6671	Lab Sup/Process Analyst	3.00	3.00	2.00
6672	Wastewater Plant Maintenance. Supt	1.00	2.00	1.00
6674	Assistant Construction Manager	2.00	2.00	2.00
6675	Surface Water Manager	1.00	1.00	1.00
6676	Water Filtration Plant Supervisor	-	-	1.00
6708	Engineering Svcs Manager	0.85	0.85	0.85
xxxx	SCADA/Telemetry Manager	-	-	1.00
	<b>TOTAL FTE</b>	<b>225.30</b>	<b>224.30</b>	<b>226.30</b>

**BUDGET CHANGES**

This schedule includes only staffing and new program changes from the 2016 Adopted Budget to the 2017 Proposed Budget. It excludes labor cost changes related to cost of living, step, or benefits changes.

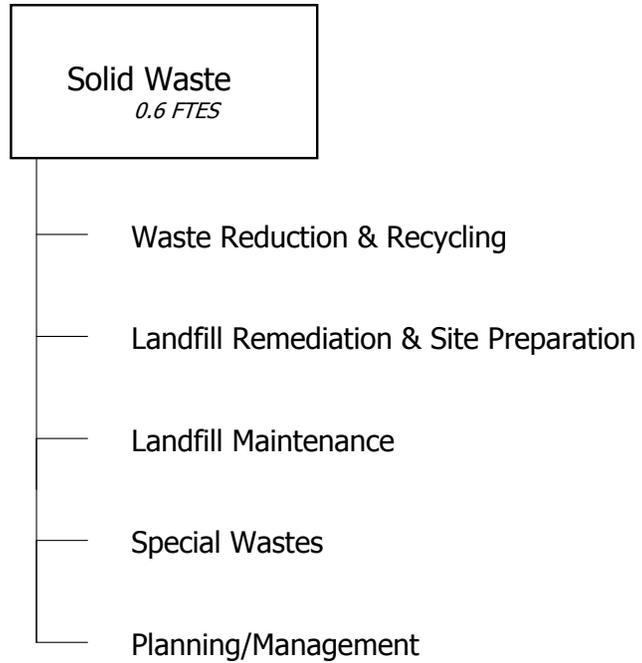
FTE	Item	Labor Amount	M & O Amount	Total
1.00	Add Utility Laborer position	67,837		67,837
1.00	Add SCADA Telemetry Manager position	96,089		96,089
	<b>Total</b>	<b>163,926</b>	<b>-</b>	<b>163,926</b>

**BUDGETED EXPENDITURES**

		2015	2016	2016	2016	2017
		Actual	Adopted Budget	As Amended 7/27/2016	Estimate	Proposed Budget
<b>Fund 401: Water/Sewer Utility</b>						
<b>REVENUES</b>						
Bsu 308	Beginning Balance	29,281,407	20,202,188	20,202,188	29,211,916	37,629,342
Bsu 32X	Licenses and Permits	-	1,000	1,000	3,240	1,000
Bsu 33X	Grants	397,153	700,000	700,000	494,323	-
Bsu 34X	Charges for Services	73,877,488	82,587,521	82,587,521	73,087,243	83,135,141
Bsu 36X	Miscellaneous Revenue	1,438,008	1,744,648	1,744,648	1,312,926	1,660,455
Bsu 37X	Proprietary Other Income	39,990	25,000	25,000	30,977	1,045,000
Bsu 38X	Other Increases in Fund Equity	-	-	-	-	29,925
Bsu 390	Transfers In/Cap. Asset Disposal	805,419	3,823,560	3,823,560	150,508	2,707,500
<b>TOTAL</b>		<b>105,839,465</b>	<b>109,083,917</b>	<b>109,083,917</b>	<b>104,291,133</b>	<b>126,208,363</b>
<b>EXPENDITURES BY FUNCTION</b>						
Fnc 109	Wastewater Collection	14,391,035	18,545,998	18,545,998	13,489,076	18,942,362
Fnc 111	Wastewater Treatment	14,669,008	15,006,403	15,006,403	11,086,342	14,610,662
Fnc 112	Bio Solids	1,310,740	1,766,930	1,766,930	284,421	1,108,600
Fnc 113	Industrial Pretreatment	545,387	668,940	668,940	455,014	637,200
Fnc 118	Transmission	4,592,839	5,386,893	5,386,893	4,759,147	5,094,774
Fnc 119	Distribution System	16,074,671	21,555,878	21,555,878	14,898,273	22,536,013
Fnc 121	Water Treatment	11,175,265	14,944,880	14,944,880	11,556,048	13,630,661
Fnc 123	Storm Drainage	8,131,191	9,941,054	9,941,054	8,843,576	10,912,486
Fnc 124	Timber Management	121,685	26,370	26,370	119,425	132,500
Fnc 13X	Construction Inspection	681,241	401,203	401,203	894,536	711,400
Fnc 935	Records Upgrade	232,572	195,970	195,970	275,933	262,363
<b>TOTAL EXPENDITURES BY PROGRAM</b>		<b>71,925,634</b>	<b>88,440,519</b>	<b>88,440,519</b>	<b>66,661,791</b>	<b>88,579,021</b>
<b>EXPENDITURES BY OBJECT CODE</b>						
Obj 051	Salaries and Wages	15,351,913	17,932,543	17,932,543	16,342,000	18,135,678
Obj 052	Personnel Benefits	6,088,412	7,048,110	7,048,110	6,416,000	7,236,217
Obj 053	Supplies	4,051,297	4,529,900	4,529,900	3,506,000	4,460,000
Obj 054	Other Services & Charges	11,598,811	13,334,975	13,334,975	8,782,000	13,884,400
Obj 055	Intergovernmental Services	17,208,977	19,199,100	19,199,100	6,600,000	17,989,519
Obj 056	Capital Outlay	1,849,423	2,380,000	2,380,000	1,000,000	2,246,000
Obj 057	Debt Service: Principal	8,226,490	9,650,976	9,650,976	9,650,976	10,238,738
Obj 058	Debt Service: Interest	5,498,689	6,531,413	6,531,413	6,531,413	7,766,569
Obj 059	Interfund Services & Charges	6,753,537	7,833,502	7,833,502	7,833,402	6,621,900
<b>TOTAL EXPENDITURES BY OBJECT CODE</b>		<b>76,627,549</b>	<b>88,440,519</b>	<b>88,440,519</b>	<b>66,661,791</b>	<b>88,579,021</b>
<b>ENDING BALANCE</b>		<b>29,211,916</b>	<b>20,643,398</b>	<b>20,643,398</b>	<b>37,629,342</b>	<b>37,629,342</b>
<b>2017 Budget Appropriation</b>						<b>126,208,363</b>

**SOLID WASTE UTILITY  
FUND 402**

**ORGANIZATION CHART**



## MISSION STATEMENT

The mission of the Solid Waste Management Utility is to provide planning, coordination, project management, and administration of the solid waste programs in the City. These programs include waste reduction, recycling, and citywide clean-up events within the context of an environmentally sound, regionally coordinated comprehensive solid waste management plan. The Solid Waste Utility also provides oversight of the environmental cleanup of the Everett Landfill. The Solid Waste Utility focus has been on cost control, convenience, and rate stability.

## SUMMARY

Expenditure Budget	\$ 2,551,295	FTE's	0.6
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## REVENUE DESCRIPTION

The Solid Waste Utility revenues derive primarily from service fees for administration of City solid waste programs, and grants received from the Department of Ecology. Grants have been received from the Department of Ecology to assist in the remediation (cleanup) and closure of the Everett landfill, recycling, and community litter programs.

**INVENTORY OF SERVICES**

**DEPARTMENT 402/Solid Waste Management**

**ACTIVITY 1 - Solid Waste Utility**

LABOR	\$99,941
M&O	1,511,354
DEBT SERVICE	1,120,000
Revenue Offset	(2,247,000)
NET EXPENSE	\$484,295
TOTAL FTEs	0.6

DESCRIPTION	<ul style="list-style-type: none"> <li>■ Plans, coordinates and manages the City’s solid waste and recycling programs</li> <li>■ Implements Citywide waste reduction and recycling</li> <li>■ Coordinates cleanup programs and grants with the Department of Ecology</li> <li>■ Actively involved in Snohomish County’s Solid Waste Advisory Committee</li> <li>■ Performs landfill cleanup as required by consent decree</li> <li>■ Complies with landfill clean-up and monitoring responsibilities and coordinates with Riverfront project</li> </ul>
EXPECTED RESULTS	<ul style="list-style-type: none"> <li>■ Adherence to environmentally sound, regionally coordinated County Comprehensive Solid Waste Management Plan</li> <li>■ Compliance with Department of Ecology’s Cleanup Action Plan requirements for the landfill</li> <li>■ Active involvement in local solid waste management and recycling issues</li> <li>■ Coordination of monitoring, compliance and development activities at the landfill</li> </ul>
2016 ACCOMPLISHMENTS	<ul style="list-style-type: none"> <li>◆ Compliance with the Ecology Consent Decree for the post-closure requirements at the Everett Landfill, landfill gas and leachate system operations, and landfill environmental compliance monitoring</li> <li>◆ Coordinated and integrated landfill consent decree requirements with the site preparation activities at the Everett Riverfront properties</li> <li>◆ Performed compliance monitoring of the landfill site for groundwater, surface water, and landfill gas</li> <li>◆ Maintained site leachate control system, landfill cover, and surface water control systems per the requirements of the Cleanup Action Plan</li> <li>◆ Coordinated landfill monitoring &amp; closure activities with planning and construction for landfill site redevelopment</li> <li>◆ Coordinated with the Riverfront Lift Station 33 and 43 Projects and other utility projects for the redevelopment of the landfill and the former Simpson Mill site; and the cleanup requirements for compliance and reimbursement through Ecology’s remedial action grant. Managed Ecology grant funds for landfill gas and landfill monitoring projects. Coordinated site utility development with Consent Decree and landfill requirements</li> <li>◆ Managed the Ecology Oversight Remediation Grant for review of developer environmental control requirements for the landfill redevelopment through June, 2017</li> </ul>
2017 GOALS	<ul style="list-style-type: none"> <li>■ Goal #1 Continue waste reduction and recycling programs, meet or exceed the City’s recycling goals</li> <li>■ Goal #2 Monitor the landfill site to meet the Department of Ecology’s Cleanup Action Plan (CAP) requirements, satisfy all CAP site, monitoring, and reporting requirements</li> <li>■ Goal #3 Coordinate site compliance efforts with the developer and surrounding properties without adversely impacting the environment</li> <li>■ Goal #4 Coordinate Riverfront Redevelopment Project and the cleanup requirements for compliance and reimbursement through Ecology’s remedial action grant</li> <li>■ Goal #5 Operate and monitor the landfill gas control and leachate systems and keep the operations and site in compliance. Coordinate with contractors and the developer with site compliance activities after completion of the lift station and utility development project</li> <li>■ Goal #6 Meet City requirements and schedules per the Property Disposition Agreement. Coordinate Riverfront development activities and projects with regulatory agencies, city, and developer</li> <li>■ Goal #7 Coordinate Solid Waste Advisory Committee involvement in county solid waste management issues that affect rate stability, convenience, and cost control</li> </ul>

**INVENTORY OF SERVICES (Continued)**

- FUTURE TRENDS
- The City will comply with Snohomish County's revisions to its Solid Waste Comprehensive Plan and will work with Snohomish County to develop programs and to participate as advisors in the County's selection of a new waste haul and disposal contract.
  - Landfill environmental control systems will be coordinated with site preparation and re-development activities

POSITION SUMMARY	FTE	POSITION SUMMARY	FTE
Financial Analyst	.2	Senior Environmental Specialist	.2
Maintenance Superintendent	.2		

**THREE-YEAR PERSONNEL COMPARISON**

Class	Title	2015	2016	2017
6306	Financial Analyst	0.2	0.2	0.2
6662	Maintenance Superintendent	0.2	0.2	0.2
6668	Senior Environment Specialist	0.2	0.2	0.2
<b>TOTAL FTE</b>		<b>0.6</b>	<b>0.6</b>	<b>0.6</b>

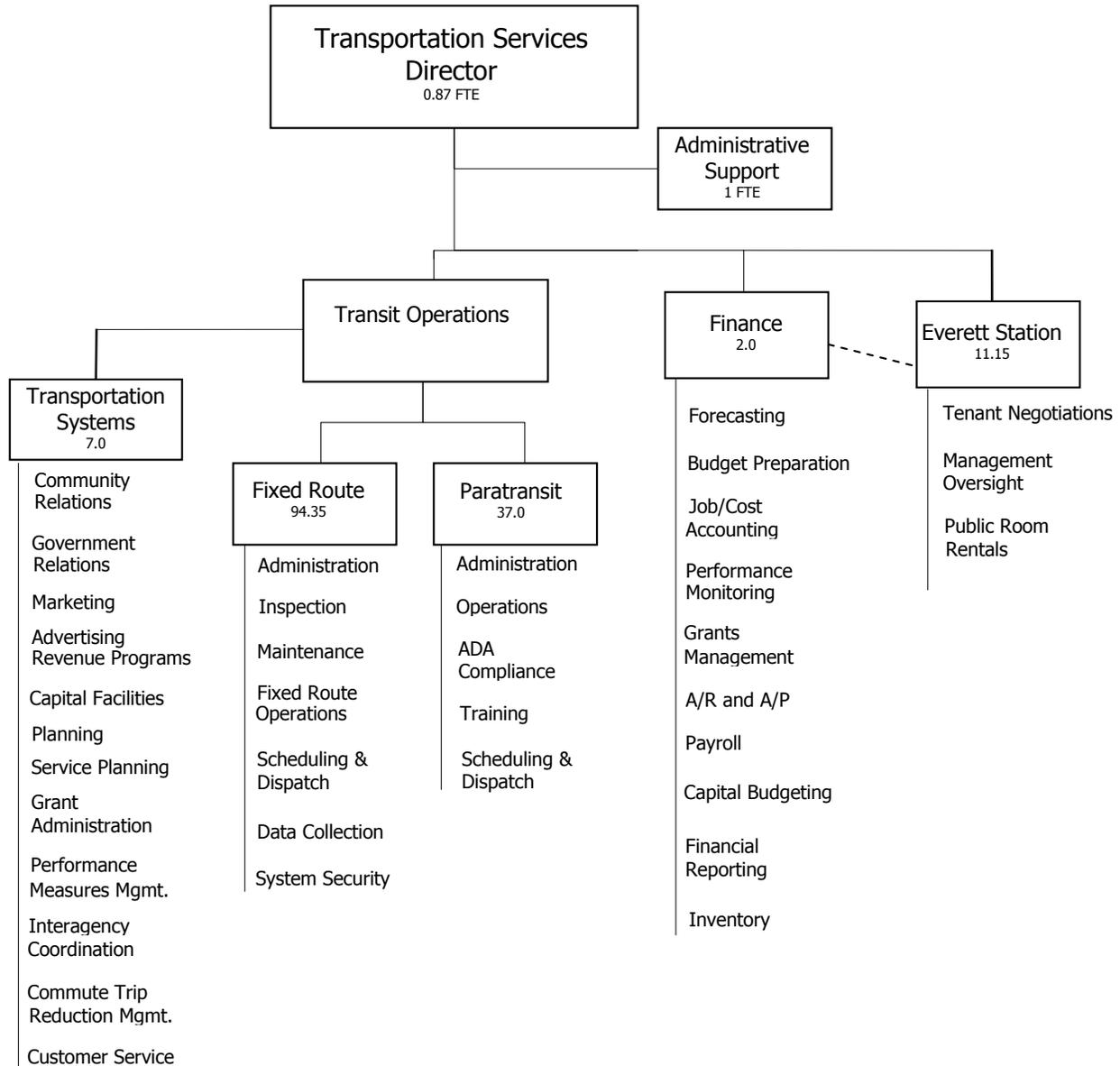
**BUDGETED EXPENDITURES**

	2015	2016	2016	2016	2017
	Actual	Adopted Budget	As Amended 7/27/2016	Estimate	Proposed Budget
<b>Fund 402: Solid Waste Utility</b>					
<b>Revenue</b>					
Beginning Balance	843,303	411,896	411,896	398,300	305,648
Intergovernmental Revenue	170,938	150,000	150,000	241,141	35,000
Charges for Services	2,131,826	2,400,000	2,400,000	2,217,984	2,200,000
Other Revenue	6	-	-	-	-
Interest Income	16,807	12,000	12,000	10,224	12,000
<b>Total Available</b>	<b>3,162,881</b>	<b>2,973,896</b>	<b>2,973,896</b>	<b>2,867,649</b>	<b>2,552,648</b>
<b>Expenditures</b>					
Salaries & Benefits	89,353	95,267	95,267	95,267	99,941
M & O	451,086	200,360	200,360	143,443	200,360
Interfund Servives & Charges	13,392	9,562	9,562	9,562	10,994
Debt Services	1,180,000	1,143,730	1,143,730	1,152,504	1,120,000
Transfers Out	1,030,750	1,113,081	1,113,081	1,161,224	1,120,000
<b>Total Expenditures</b>	<b>2,764,581</b>	<b>2,562,000</b>	<b>2,562,000</b>	<b>2,562,000</b>	<b>2,551,295</b>
<b>Ending Balance</b>	<b>398,300</b>	<b>411,896</b>	<b>411,896</b>	<b>305,648</b>	<b>1,353</b>

<b>2017 Budget Appropriation</b>	<b>2,552,648</b>
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# EVERETT TRANSIT FUND 425

## ORGANIZATION CHART



**MISSION STATEMENT**

**To provide safe, cost efficient, effective, and innovative public transit and transportation management services in support of sustainable growth and a livable community.**

Working within limits of available resources and in cooperation and coordination with other City Departments, create and implement transportation strategies that support the following directives:

- **Public Transit: *supporting public mobility*** - as a principal tool for ensuring long-term sustainable growth in Everett, maximize Everett Transit’s potential as a cost-efficient and viable transportation option for citizens, employees and visitors seeking local and regional access to retail shopping, employment centers and essential service.
- **Travel Flow Management: *increasing mobility/decreasing traffic congestion in support of city wide events and emergencies*** - maximize the value and benefit of existing transportation facilities and infrastructure and develop new, innovative programs to increase capacity and downtown travel flow.
- **Transportation Management Programs: *supporting on-going City development and growth management*** - provide public transit and transportation management services in support of mitigating the negative impact of traffic congestion due to rapid and on-going construction and development.
- **Commute Trip Reduction (CTR) Regulatory Compliance: *supporting employers and economic development*** – Fulfill regulatory requirements of State and City CTR Law. Establish a system of employer transportation services to, 1) assist existing Everett-based businesses in complying with State and City Commute Trip Reduction requirements, 2) create a competitive advantage for businesses seeking to locate to Everett.
- **Regional Transportation Coordination: *ensuring efficient integration of Everett and regional transportation services*** – take a partnership role in the planning, development and coordination of county and regional transportation (bus and rail) services through Everett Station.

**SUMMARY**

Expenditure Budget	\$28,099,585	FTE's	153.37
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**REVENUE DESCRIPTION**

Everett Transit's (ET) primary sources of revenue are:

- A voter approved 0.6 percent local sales tax
- Grant revenues from the Federal Transit Administration (FTA) and other federal and state agencies
- Passenger fares
- Everett Station leases and concessions revenues

**Sales Tax**

Historically, sales tax has provided more than 80 percent of Everett Transit's operating revenue. As the economy fluctuates, so does sales tax collection. Sales tax revenues in 2016 are estimated to be almost 2.8% more than tax revenue earned in 2015, while 2017 tax revenue is projected to be 4.0% more than in 2016. This indicates that the economy continues to experience modest recovery during 2015-2016. Revenues for 2017 are expected to exceed that of 2016 and may surpass the previous records set in 2008 and 2007. Factors that have contributed to this growth in revenue include lower unemployment, a more active housing market and the beginning of some long-awaited major construction projects.

**Grant Revenue**

Everett Transit (ET) is currently set to receive approximately \$1.6 million in FTA formula funding in FTA FY2016-2017 which is programmed to offset some of the cost of vehicle maintenance and major repairs to Everett Station. Everett Transit continues to pursue federal funding for capital projects surrounding Everett Station as well as funding for building and vehicle maintenance. ET will also continue to pursue state funding for paratransit operations. In 2016, ET was awarded \$3.7 million for replacement vehicles through the Low or No Emissions Bus Program. The grant funding will be used to purchase four all-electric heavy duty buses for fixed route service. The State Legislature increased the direct distribution to transit agencies, specifically for paratransit operations, in 2015. Everett is scheduled to receive \$481,366 per year in the 2015-2017 biennial budget cycle. ET will actively pursue state and federal grants for vehicle replacement and to construct a replacement operations base.

**Everett Station Lease Revenues**

Tenants include WorkSource Everett, Workforce Snohomish, Greyhound, Amtrak, Everett Transit, Sound Transit, and Espresso Americano. WorkSource leases 11,809 square feet on the third and fourth floors. WorkForce leases 3,000 sq. ft. on the fourth floor and as well as occupying 4,000 square feet of Class A office space on the second floor and 660 sq. ft. on the third floor on a month-to-month basis. The WorkSource Veteran Service Center leases 3,600 sq. ft. on the first floor. By mid-2017 Everett Transit expects to lease nearly 3,500 sq. ft. on the fourth floor of Everett Station to other city departments on a temporary basis during a major construction project. Transit will also lease the second floor of its operations center during this same time for Public Works employees displaced by construction. Net revenues for the Weyerhaeuser Room and other rental spaces continue to meet or exceed expectations. Revenues from Espresso Americano continue to consistently exceed the minimum of \$1,500 per month.

**Farebox Revenues**

Everett Transit's last fare change was in January of 2013. The ORCA fare system was implemented in May 2009. As more customers adopt ORCA, Everett Transit receives less fare box revenue. The combination of increased ORCA use and lower ridership has significantly reduced fare revenues, which are projected to come in 13.1% below 2016's \$1.6 million budget. 2017 farebox revenue is budgeted at \$1.5 million.

## INVENTORY OF SERVICES

DEPARTMENT 425/Transit ACTIVITY 1 - Everett Station

LABOR	\$1,042,193
M&O	644,305
Revenue Offset	(1,056,760)
NET COST	\$629,738
TOTAL FTEs	11.15

DESCRIPTION ■ Maintains and operates Everett Station, including building management, security, accounting, and janitorial services

- EXPECTED RESULTS
- Maintain positive relations with building tenants
  - Increased rental revenue from Weyerhaeuser Room facilities
  - Reduction of tenant costs for maintenance and operations through better resource management
  - Reduced response time and costs for repairs at Everett Station
  - Vibrant café operation serves station tenants/visitors with quality beverages and food

- 2016 ACCOMPLISHMENTS
- ◆ Improved care of exterior grounds through day labor program
  - ◆ Started process of determining water intrusion locations and remedies
  - ◆ Improved server area of Weyerhaeuser Room to attract additional events and rentals

- 2017 GOALS
- Goal #1 ■ Resolve water intrusion issues and reseal exterior of building to prevent future water intrusion
  - Goal #2 ■ Continue to maintain building and address minor maintenance concerns before they become major issues
  - Goal #3 ■ Increase Weyerhaeuser Room and other rental bookings
  - Goal #4 ■ Continue to provide a safe, pleasant environment for patrons and visitors

PERFORMANCE MEASURES	2015	2016 Est.	2017 Est.
<span style="color: yellow;">◆</span> Percentage of space leased	85%	100%	100%
<span style="color: yellow;">◆</span> Lease and Common Area Maintenance revenue	\$862,529	\$870,378	\$1,013,722
<span style="color: yellow;">◆</span> Weyerhaeuser and meeting room rental	\$58,476	\$51,787	\$64,485
<span style="color: yellow;">◆</span> Vending machine revenue	\$12,025	\$9,640	\$11,653

POSITION SUMMARY	FTE	POSITION SUMMARY	FTE	POSITION SUMMARY	FTE
Custodian	2.0	Building Caretaker	3.0	Project Coordinator	0.50
Transit Training/Safety Coordinator	0.80	Trans. Security Officer	4.0	Facilities Maint. Supervisor	0.65
Trans. Services Manager	0.20				

**INVENTORY OF SERVICES (Continued)**

**DEPARTMENT** 425/Transit **ACTIVITY** 2 - Fixed Route Services

LABOR	\$9,718,272
M&O	5,502,475
Revenue Offset	(15,220,747)
NET COST	\$0
TOTAL FTEs	94.35

**DESCRIPTION**

- Provides fixed-route bus service within and adjacent to the City of Everett
- Maintains and operates a fleet of 42 heavy-duty buses, all of which meet requirements of the Americans with Disabilities Act (ADA)
- Complies with all ADA and Federal Transit Administration (FTA) regulations governing the operations of a public transit agency, including Department of Transportation drug and alcohol testing
- Coordinates service between Everett Transit and other regional transit agencies to improve transfer options and opportunities for transit customers
- Meets ADA and state barrier free design regulations and integrates service to improve mobility for special needs customers
- Partners with other agencies to improve public transportation services, facilities and programs, including high-capacity transit, High Occupancy Vehicle (HOV) lanes, support of local and regional economic development, and congestion and clean air objectives

**EXPECTED RESULTS**

- Coordinated service with other regional service providers will be maintained
- Bus fleet will remain 100% ADA accessible
- Service changes will respond to customer inputs and shall be established at sustainable funding levels

**2016 ACCOMPLISHMENTS**

- ◆ Adjusted trips as needed to improve on-time performance
- ◆ Reduced the use of North Operating base to reduce costs
- ◆ Successfully implemented a service plan that included an increase of 4% in service levels

**2017 GOALS**

- Goal #1: Continue to meet service demand at fiscally sustainable levels
- Goal #2: Continue to refine service, focusing on unproductive or duplicative service
- Goal #3: Improve on-time performance
- Goal #4: Continue to reduce overtime hours

**PERFORMANCE MEASURES**

	2015	2016 Est.	2017 Est.
↓ Cost Per Passenger	\$6.14	\$6.57	\$6.47
↓ Passengers Per Hour	19.37	19.37	19.37
↓ Accidents Per 100K Miles (5yr Avg)	.94	.90	.88

POSITION SUMMARY	FTE	POSITION SUMMARY	FTE	POSITION SUMMARY	FTE
Bus Operator	69.0	Transportation Services Mgr.	.80	Transit Inspector	8.0
Operations Supervisor – Fixed Route	1.0	Office Assistant	1.0	Bus Maintenance Person	7.0
Office Technician	2.0	Transportation Program Mgr.	1.0	Training Coordinator	0.2
Operations Program Manager	1.0	Communication Technician	1.0	Facilities Maint. Supervisor	0.35
Administrative Assistant	1.0	Maint. & Operations Sup	0.5	Project Coordinator	0.50

### INVENTORY OF SERVICES (Continued)

**DEPARTMENT**      425/Transit                      **ACTIVITY**      **3 – Paratransit Services**

LABOR	\$3,258,462
M&O	1,445,399
Revenue Offset	(4,703,861)
NET COST	\$0
TOTAL FTEs	37.0

- DESCRIPTION
- Provides demand response, curb-to-curb service to the disabled within the City of Everett and surrounding communities per ADA regulations
  - Provides demand response, curb-to-curb service to the elderly (65+) within the city limits of Everett
  - Maintains and operates a fleet of 28 paratransit vehicles
  - Coordinates demand response service with Community Transit (CT) to facilitate the transferring of customers between agencies
  - Coordinates the ADA Certification process with other regional public transportation partners
  - Observes all Federal Transit Administration (FTA) regulations for public transportation, including Department of Transportation drug and alcohol testing
  - Complies with all ADA regulations governing comparable public transportation for the disabled

- EXPECTED RESULTS
- Paratransit will meet 100% of ADA paratransit requirements
  - Continued coordination of trips between agencies to meet customer needs

- 2016 ACCOMPLISHMENTS
- ◆ Upgraded the integrated voice recognition pre-pickup phone call software
  - ◆ Combined ADA certification process with Community Transit that has resulted in a single contact point within the county
  - ◆ Ordered three paratransit vans, estimated delivery is 3<sup>rd</sup> quarter 2016

- 2017 GOALS
- Goal #1 ■ Improve scheduling with the goal of increasing rides-per-hour
  - Goal #2 ■ Take delivery of three new Paratransit vans
  - Goal #3 ■ Contain costs per revenue hour and revenue mile by improving scheduling techniques through electronic measures and training

- FUTURE TRENDS
- The demand for paratransit services will continue to grow as our citizen’s age and it may be desirable to examine policy decisions driving some avoidable costs

PERFORMANCE MEASURES	2015	2016	2017
◆ Cost Per Passenger	\$34.31	\$38.87	\$38.87
◆ Passengers Per Hour	.390	.390	.394
◆ Accidents Per 100K Miles (5 Yr Avg)	.80	.80	.78

POSITION SUMMARY	FTE	POSITION SUMMARY	FTE	POSITION SUMMARY	FTE
Operations Supervisor – Paratransit	1.0	Paratransit Operator	31.0	Paratransit Schedule Technician	5.0

**INVENTORY OF SERVICES (Continued)**

**DEPARTMENT** 425/Transit **ACTIVITY** 4 – Administration

LABOR	\$1,192,671
M&O	940,345
Revenue Offset	(7,205,680)
NET REVENUE	(\$5,072,664)
TOTAL FTEs	10.87

- DESCRIPTION
- Administers the State Commute Trip Reduction (CTR) program as mandated by RCW 70.94.521-555 for 25 affected worksites in the City of Everett jurisdiction
  - Administers and coordinates the City’s own CTR program
  - Submits federal and state mandated monthly, quarterly and annual reports
  - Maintains contractual obligations within the Federal Transit Administration (FTA) and Washington State guidelines for grant recipients; submits quarterly and annual reports for all grant-funded programs and projects
  - Manages the Transit advertising contract
  - Establishes sustainable service levels; creates service change and service development analysis and long-range plans; conducts customer information activities related to service development, including outreach and production of marketing materials
  - Manages vendor contracts that support and promote transit activities (especially Imagine Children’s Museum educational program)
  - Manages ORCA business accounts and contracts for employers, social services and schools

- EXPECTED RESULTS
- City’s rideshare program will continue to provide incentives that encourage alternatives to driving alone for Everett employees and increased participation in the program
  - WSDOT will renew contract with City of Everett for the administration of the CTR program
  - Federal and state mandatory and grant-related reports are submitted by due date
  - Service level calculations reflect long-term sustainability or growth
  - Regional programs and projects are effectively coordinated with other agencies
  - Support systems for transit activities are maintained and up to date

- 2016 ACCOMPLISHMENTS
- ◆ Initiated a Long-Range Plan development to establish goals and objectives for the next 20 years.
  - ◆ Continued to administer the WSDOT grant funded Everett-In-Motion CTR marketing campaign.
  - ◆ Developed a fixed route service plan that increased the frequency of service on major routes without significantly increasing costs.

- 2017 GOALS
- Goal #1 ■ Complete Everett Transit long-range strategic plan
  - Goal #2 ■ Gather public feedback and develop service growth and increased efficiency strategy plan
  - Goal #3 ■ Continue to ensure that mandated Federal and State reports are completed and filed on time

PERFORMANCE MEASURES	2015	2016	2017
Administrative Cost As Percent of Total Expenses	8.65%	6.74%	8.61%

POSITION SUMMARY	FTE	POSITION SUMMARY	FTE
Transportation & Transit Services Director	0.87	Program Manager	2.0
Accounting Technician	1.0	Administrative Assistant	3.0
Financial Analyst	1.0	Office Technician	2.0
Administrative Coordinator	1.0		

**INVENTORY OF SERVICES (Continued)**

**DEPARTMENT** 425/Transit **ACTIVITY** 5 – Projects

LABOR	\$0
M&O	4,355,463
Revenue Offset	0
NET COST	<u>\$4,355,463</u>
TOTAL FTEs	0

DESCRIPTION ■ Develops and implements quality projects for transit operations and maintains a fleet of quality, modern vehicles for revenue service

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■ Ensures all facilities and revenue vehicles comply with ADA regulations

---

EXPECTED RESULTS ■ Appropriate purchasing regulations and material are followed

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■ Grant-funded projects comply with appropriate Federal and State regulations

---

■ Projects will be within budget

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■ Vehicle fleet will be well maintained and replaced in a timely manner

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2016 ACCOMPLISHMENTS ◆ Initiated engineering and design work on the North Broadway Improvement project

---

◆ Continued grant funded repairs and preventive maintenance at Everett Station

---

◆ Initiated Long Range Plan development

---

◆ Purchased land for location of new Transit Operating Base

---

2017 GOALS

Goal #1 ■ Relocate ticket vending machine at Everett Station to improve customer service and reduce customer service center work load

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Goal #2 ■ Complete Long Range Plan

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Goal #3 ■ Complete new Operating Base site master plan

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Goal #4 ■ Complete grant funded North Broadway Improvement Project to add bulb outs, shelters, benches, etc.

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PERFORMANCE MEASURES

	2015	2016	2017
<span style="color: yellow;">◆</span> Bus shelters purchased	0	0	24

**THREE-YEAR PERSONNEL COMPARISON**

<b>Class</b>	<b>Title</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
1910	Building Caretaker	-	3.0	3.0
1950	Custodian	-	2.0	2.0
2016	Transportation Security Officer	-	4.0	4.0
2310	Accounting Technician	1.0	1.0	1.0
2390	Office Assistant	1.0	1.0	1.0
2420	Office Technician	4.0	4.0	4.0
3640	Communication Technician	1.0	1.0	1.0
4220	Development Technician	1.0	-	-
4500	Bus Maintenance Person	7.0	7.0	7.0
4510	Bus Operator	21.0	18.0	17.0
4511	Bus Operator – Post 1/1/99	48.0	51.0	52.0
4530	Para transit Driver	5.0	4.0	4.0
4531	Para transit Driver – Post 1/1/99	26.5	27.0	27.0
4545	Para transit Schedule Technician	5.0	5.0	5.0
4550	Transit Inspector	7.0	8.0	8.0
6204	Facilities Maintenance Supervisor	-	1.0	1.0
6301	Administrative Assistant	4.0	4.0	4.0
6302	Administrative Coordinator	1.0	1.0	1.0
6306	Financial Analyst	1.0	1.0	1.0
6308	Project Coordinator	1.0	1.0	1.0
6801	Maintenance & Operations Supervisor	-	0.5	0.5
6802	Transit Operations Program Manager	1.0	1.0	1.0
6803	Transportation Services Manager	1.0	1.0	1.0
6804	Operations Supervisor –Paratransit	1.0	1.0	1.0
6806	Operations Supervisor – Fixed Route	1.0	1.0	1.0
6807	Transportation & Transit Services Director	0.9	0.9	0.9
6808	Transportation Program Manager	3.0	3.0	3.0
6812	Transit Training Coordinator	1.0	1.0	1.0
	<b>TOTAL FTE's</b>	<b>143.37</b>	<b>153.37</b>	<b>153.37</b>

**BUDGET CHANGES**

This schedule includes only staffing and new program changes from the 2016 Adopted Budget to the 2017 Proposed Budget. It excludes labor cost changes related to cost of living, step, or benefits changes.

FTE	Item	Labor Amount	M & O Amount	Total
	None			-
	<b>Total</b>	-	-	-

**BUDGETED EXPENDITURES**

		2015 Actual	2016 Adopted Budget	2016 As Amended 7/27/2016	2016 Estimate	2017 Proposed Budget
<b>Fund 425: Transit</b>						
<b>REVENUES</b>						
Bsu 00308	Beginning Balance	8,498,034	8,710,962	8,710,962	9,592,049	15,819,473
Bsu 00313	Retail Sales and Use Taxes	18,327,232	18,370,706	18,370,706	18,862,547	19,128,623
Bsu 00331	Direct Federal Grants	497,585	997,010	997,010	3,489,816	1,696,825
Bsu 00333	Indirect Federal Grants	114,982	454,864	454,864	240,868	189,185
Bsu 00334	State Grants	372,916	627,425	627,425	1,618,159	4,042,010
Bsu 00336	State Shared Revenues	234,767	237,550	237,550	237,550	237,250
Bsu 00344	Transportation	1,550,587	1,650,686	1,650,686	1,544,481	1,544,481
Bsu 00361	Interest Earnings	119,063	86,640	86,640	55,962	127,351
Bsu 00362	Rents, Leases and Concessions	925,860	847,245	847,245	1,101,663	989,105
Bsu 00366	Interfund Revenue	105,791	189,727	189,727	227,685	219,626
Bsu 0036X	Other Miscellaneous	15,028	9,607	9,607	35,654	12,592
Bsu 00395	Disposition of Assets	19,723	2,000,000	2,000,000	12,981	-
<b>TOTAL AVAILABLE</b>		<b>30,781,568</b>	<b>34,182,422</b>	<b>34,182,422</b>	<b>37,019,415</b>	<b>44,006,521</b>
<b>EXPENDITURES BY PROGRAM</b>						
Prg 056	Everett Station Operations	1,357,310	1,514,764	1,514,764	1,376,712	1,686,498
Prg 081	Operations	13,457,824	14,464,216	14,464,216	13,511,272	15,220,747
Prg 082	Paratransit	4,157,172	4,756,908	4,756,908	4,224,584	4,703,861
Prg 090	Administration	1,787,159	1,854,877	1,854,877	1,984,299	2,133,016
Prg 135	Projects	430,054	3,238,895	3,238,895	103,076	4,355,463
<b>TOTAL EXPENDITURES BY PROGAM</b>		<b>21,189,519</b>	<b>25,829,660</b>	<b>25,829,660</b>	<b>21,199,943</b>	<b>28,099,585</b>
<b>EXPENDITURES BY OBJECT CODE</b>						
Obj 051	Salaries and Wages	9,118,271	10,368,067	10,368,067	9,420,814	10,797,865
Obj 052	Personnel Benefits	3,790,418	4,428,661	4,428,661	3,845,075	4,413,733
Obj 053	Supplies	181,283	274,600	274,600	267,495	263,650
Obj 054	Other Services and Charges	1,220,133	872,531	872,531	1,297,376	4,362,585
Obj 055	Intergovernmental Services	1,779,777	1,814,958	1,814,958	1,843,045	2,116,082
Obj 056	Capital Outlay	308,899	3,248,895	3,248,895	7,064	1,139,654
Obj 059	Interfund Services & Charges	4,790,738	4,821,948	4,821,948	4,519,073	5,006,016
<b>TOTAL EXPENDITURES BY OBJECT COD</b>		<b>21,189,519</b>	<b>25,829,660</b>	<b>25,829,660</b>	<b>21,199,942</b>	<b>28,099,585</b>
<b>ENDING BALANCE</b>		<b>9,592,049</b>	<b>8,352,762</b>	<b>8,352,762</b>	<b>15,819,473</b>	<b>15,906,936</b>
<b>2017 Budget Appropriation</b>						<b>44,006,521</b>

**EVERPARK GARAGE  
FUND 430**

**MISSION STATEMENT**

To provide the Central Business District and retail customers with a convenient and secure parking facility in Downtown Everett.

**SUMMARY**

Expenditure Budget	\$	378,580	FTE's	0.0
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**REVENUE DESCRIPTION**

Fund 430 revenues are derived from parking receipts collected from garage customers and interest earned on reserves.

**INVENTORY OF SERVICES**

DEPARTMENT 430/Everpark Garage ACTIVITY 1 - Everpark Garage

M&O	\$378,580
Revenue Offset	(318,780)
NET COST	\$59,800
TOTAL FTEs	0

DESCRIPTION ■ Provides for the operation and maintenance of the Everpark Parking Garage (day-to-day management is conducted by a private contractor)

EXPECTED RESULTS ■ A safe, attractive garage  
■ High utilization  
■ Provide a reasonable alternative to on-street parking

2016 ACCOMPLISHMENTS ◆ Improved garage cleanliness  
◆ Repaired asphalt and garage door. Completed water invasion treatment and painted stairwell.

2017 GOALS  
 Goal #1 ■ Increase daily parking average by 5%  
 Goal #2 ■ Increase monthly parking average by 5%  
 Goal #3 ■ Continue community outreach programs emphasizing Everpark Garage availability  
 Goal #4 ■ Improve interior and exterior signage and graphics for better customer awareness  
 Goal #5 ■ Replace and improve interior and exterior lighting

PERFORMANCE MEASURES	2015	2016 Est.	2017 Est.
<span style="color: yellow;">▼</span> Average monthly parkers	367	370	372
<span style="color: yellow;">▼</span> Average daily parkers	165	167	169
<span style="color: yellow;">▼</span> Average monthly revenue	\$27,834	\$28,000	\$28,500

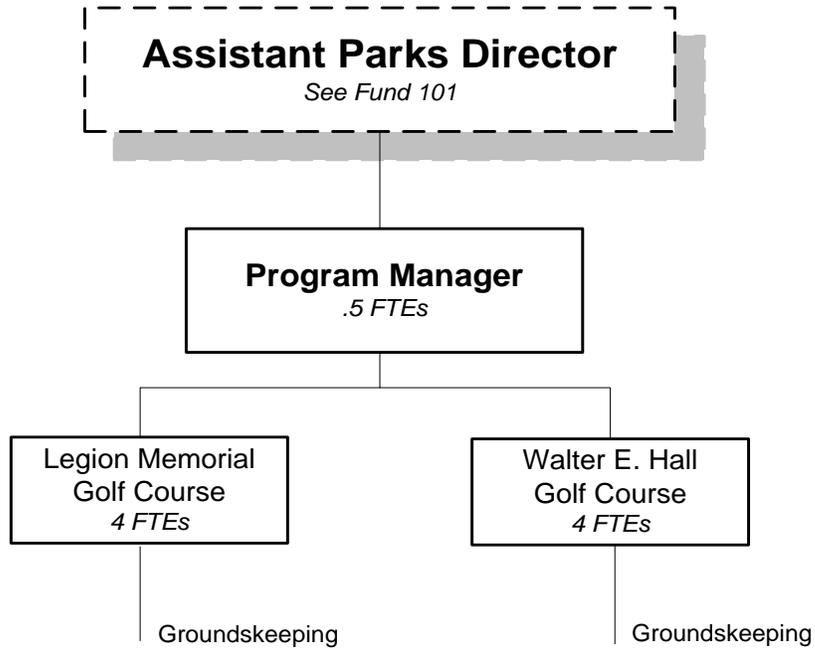
**BUDGETED EXPENDITURE**

	2015 Actual	2016 Adopted Budget	2016 As Amended 7/27/2016	2016 Estimate	2017 Proposed Budget
<b>Fund 430: EverPark Garage</b>					
<b>Revenue</b>					
Beginning Balance	2,606,450	2,590,093	2,590,093	2,749,453	2,728,237
Parking Fees	334,010	270,000	270,000	270,000	280,000
Interest	41,885	42,000	42,000	38,784	38,780
<b>Total Available</b>	<b>2,982,345</b>	<b>2,902,093</b>	<b>2,902,093</b>	<b>3,058,237</b>	<b>3,047,017</b>
<b>Expenditures</b>					
M & O	232,892	381,956	381,956	330,000	378,580
<b>Total Expenditures</b>	<b>232,892</b>	<b>381,956</b>	<b>381,956</b>	<b>330,000</b>	<b>378,580</b>
<b>Ending Balance</b>	<b>2,749,453</b>	<b>2,520,137</b>	<b>2,520,137</b>	<b>2,728,237</b>	<b>2,668,437</b>

**2017 Budget Appropriation 3,047,017**

**GOLF DIVISION  
FUND 440**

**ORGANIZATION CHART**



**MISSION STATEMENT**

To provide quality golfing opportunities, programs and ancillary activities to the public.

**SUMMARY**

Expenditure Budget	\$ 4,490,398	FTE's	8.5
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**REVENUE DESCRIPTION**

Golf revenues are derived from green and golf cart fees, merchandise/food and beverage sales, trail fees, lessons and interest income.

**INVENTORY OF SERVICES**

**DEPARTMENT** 440/Golf Division **ACTIVITY** 1 – Walter E. Hall Golf Course

LABOR – FTE	\$448,429
LABOR – Seasonal	177,187
M&O	1,279,767
Revenue offset	(1,865,996)
NET COST	\$39,387
TOTAL FTEs	4.25 Regular 10 Seasonal

**DESCRIPTION**

- Oversees the day-to-day operations of the golf course in the role of contract administration with a third-party contractor, including pro shop operations, merchandise sales, food and beverage provision and buildings/hardscape maintenance.
- Plans for and manages capital improvement projects.
- Provides maintenance services to the courses through the City's workforce.

**EXPECTED RESULT**

- Provide a cost effective, best-in-value customer golfing experience that optimizes golf rounds and total revenue, helping to ensure the long term viability of the course.

**2016 ACCOMPLISHMENTS**

- ◆ Repaired maintenance building roof
- ◆ Replaced backflow valve on pumphouse
- ◆ Replaced tee sign posts
- ◆ Dredged ponds on west side of golf course
- ◆ Leveled several tees
- ◆ Removed dead and fallen trees

**2017 GOALS**

- Goal #1 ■ Re-level several more tees
- Goal #2 ■ Continue irrigation upgrades
- Goal #3 ■ Continue drainage work in fairways
- Goal #4 ■ Continue to analyze and revise as appropriate golf's operating strategy

**FUTURE TRENDS**

- The national and local golf market continues to stagnate and lose market share to other recreational activities.
- The ability to "grow" the sport has been challenged due to the amount of time required to play, skill level, cost, and an aging population.
- Revenue and expenses for the foreseeable future will challenge the ability to reinvest in golf course improvements and replace maintenance equipment.

**PERFORMANCE MEASURES**

	2013	2014	2015 Est.	2016 Est.	2017 Est.
◆ Total rounds	56,196	52,089	57,587	55,147	54,542
◆ Operating cost per round	\$29.16	\$31.37	\$31.58	\$34.38	\$34.93
◆ Operating revenue per round	\$29.71	\$32.04	\$32.44	\$32.50	\$34.21

POSITION SUMMARY	FTE	POSITION SUMMARY	
Supervisor 1	1	Seasonal	10
Groundskeeper	3	Golf and Park Program Manager	0.25

**INVENTORY OF SERVICES (Continued)**

**DEPARTMENT** 440/Golf Division **ACTIVITY** 2 – Legion Memorial Golf Course

LABOR – FTE	\$443,412
LABOR –Seasonal	177,190
M&O	1,629,430
Debt Service	334,983
Revenue Offset	(2,433,559)
NET COST	\$151,456
TOTAL FTEs	4.25 Regular 10 Seasonal

**DESCRIPTION**

- Oversees the operations of the golf course in the role of contract administration with a third-party contractor including pro shop operations, merchandise sales, food and beverage provision and buildings/hardscape maintenance.
- Plans for and manages capital improvement projects.
- Provides maintenance services to the courses through the City’s workforce.

**EXPECTED RESULTS**

- Provide a cost-effective and best-in-value golfing experience that optimizes golf rounds and total revenue, helping to ensure the long-term profitability of the course.

**2016 ACCOMPLISHMENTS**

- ◆ Made temporary repairs to cart paths
- ◆ Replaced water line to golf cart barn and restrooms
- ◆ Removed dead and fallen trees from 2015 windstorm
- ◆ Rebuilt pond pump and waterfall on #15
- ◆ Cleaned pond at #15
- ◆ Began sand bunker work

**2017 GOALS**

- Goal #1 ■ Complete permanent repairs to cart paths
- Goal #2 ■ Continue bunker sand replacement
- Goal #3 ■ Remove dead fir trees from golf course
- Goal #4 ■ Continue irrigation repairs
- Goal #5 ■ Begin Public Works stormwater separation project
- Goal #6 ■ Continue to analyze and revise golf’s operating strategy

**FUTURE TRENDS**

- The national and local golf market continues to stagnate and lose market share to other recreational activities.
- The ability to “grow” the sport has been challenged due to the amount of time required to play, skill level, cost and an aging population.
- Revenue and expenses for the foreseeable future will challenge the ability to reinvest in golf course improvements and replace maintenance equipment.

**PERFORMANCE MEASURES**

	2013	2014	2015	2016 Est.	2017 Est.
◆ Total rounds	59,466	57,418	62,480	59,739	59,723
◆ Operating cost per round	\$37.73	\$40.46	\$38.61	\$43.66	43.28
◆ Operating revenue per round	\$37.66	\$38.67	\$40.31	\$40.29	\$40.75

POSITION SUMMARY	FTE	POSITION SUMMARY	FTE
Supervisor I	1	Seasonal	10
Groundskeeper	3	Golf and Park Program Manager	0.25

**THREE-YEAR PERSONNEL COMPARISON**

Class	Title	2015	2016	2017
2450	Supervisor I	2.0	2.0	2.0
3020	Groundskeeper	6.0	6.0	6.0
6511	Golf and Park Program Manager	0.0	0.0	0.5
<b>TOTAL</b>		<b>8.0</b>	<b>8.0</b>	<b>8.5</b>

**BUDGET CHANGES**

This schedule includes only staffing and new program changes from the 2016 Adopted Budget to the 2017 Proposed Budget. It excludes labor cost changes related to cost of living, step, or benefits changes.

FTE	Item	Labor Amount	M & O Amount	Total
0.50	Transfer 0.50 FTE Golf & Park Manager from Parks	67,487		67,487
<b>Total</b>		<b>67,487</b>	<b>-</b>	<b>67,487</b>

**BUDGETED EXPENDITURES**

	2015 Actual	2016	2016	2016	2017
		Adopted Budget	As Amended 7/27/2016	Estimate	Proposed Budget
<b>Fund 440: Golf</b>					
<b>Resources</b>					
Beginning Balance	150,111	305,592	305,592	252,916	190,843
Admission Tax	106,863	104,737	104,737	104,737	108,745
Golf Fees	2,733,372	2,688,059	2,688,059	2,688,059	2,763,638
Rent, Lease & Concessions	1,345,016	1,396,502	1,396,502	1,396,502	1,418,672
Miscellaneous Revenue	27,451	-	-	15,000	-
Interest Earnings	11,912	9,500	9,500	9,500	8,500
<b>Total Available</b>	<b>4,374,725</b>	<b>4,504,390</b>	<b>4,504,390</b>	<b>4,466,714</b>	<b>4,490,398</b>
<b>Expenses</b>					
Salaries & Benefits	1,039,724	1,120,525	1,120,525	1,016,742	1,246,218
M & O	1,064,560	1,157,013	1,157,013	1,076,160	1,138,337
Management Fees	1,495,235	1,470,743	1,470,743	1,470,743	1,514,558
Capital Outlays	96,165	290,348	290,348	290,348	133,040
Interfund Services & Charges	116,066	131,878	131,878	131,878	123,262
Debt Service	310,059	333,883	333,883	290,000	334,983
<b>Total Expenditures</b>	<b>4,121,809</b>	<b>4,504,390</b>	<b>4,504,390</b>	<b>4,275,871</b>	<b>4,490,398</b>
<b>Ending Balance</b>	<b>252,916</b>	<b>0</b>	<b>0</b>	<b>190,843</b>	<b>0</b>

<b>2017 Budget Appropriation</b>	<b>4,490,398</b>
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## SNOHOMISH RIVER REGIONAL WATER AUTHORITY FUND 450

### MISSION STATEMENT

The purpose of the Snohomish River Regional Water Authority (SRRWA) is to facilitate efficient water resource development and utilization through inter-local regional cooperation.

### SUMMARY

Expenditure Budget	\$	18,000	FTE's	0.0
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### REVENUE DESCRIPTION

The source of revenue is contributions from interlocal participants, including: Northshore Utility District, Woodinville Water District, and the City of Everett. The predicted annual budget is \$18,000. This split is a 15:11:10 ratio between, Everett, Woodinville Water District and Northshore Utility District respectively.

### INVENTORY OF SERVICES

**DEPARTMENT** 450/Snohomish River Regional Water Authority

**ACTIVITY** 1 - Snohomish River Regional Water Authority

M&O	\$18,000
Revenue Offset	(18,000)
NET COST	\$0
TOTAL FTEs	0

**DESCRIPTION**

- The Snohomish River Regional Water Authority (SRRWA) was created by an interlocal agreement among Northshore Utility District, Woodinville Water District, and the City of Everett
- The SRRWA was organized for the planning, development, ownership, management, financing, and maintenance of water supply sources, and transmission facilities

**EXPECTED RESULTS**

- The RWA is dormant until there is a need to use, transfer, or sell water rights

**BUDGETED EXPENDITURES**

	2015	2016	2016	2016	2017
<b>Fund 450: Regional Water Authority</b>	<b>Actual</b>	<b>Adopted Budget</b>	<b>As Amended 7/27/2016</b>	<b>Estimate</b>	<b>Proposed Budget</b>
<b>Revenue</b>					
Beginning Balance	-	-	-	-	-
Contributions	8,852	30,000	30,000	810	18,000
<b>Total Available</b>	<b>8,852</b>	<b>30,000</b>	<b>30,000</b>	<b>810</b>	<b>18,000</b>
<b>Expenditures</b>					
M & O	8,852	30,000	30,000	810	18,000
<b>Total Expenditures</b>	<b>8,852</b>	<b>30,000</b>	<b>30,000</b>	<b>810</b>	<b>18,000</b>
<b>Ending Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>2017 Budget Appropriation</b>					<b>18,000</b>

## EVERETT-TULALIP JOINT WATER LINE FUND FUND 451

### MISSION STATEMENT

The purpose of the Everett-Tulalip Joint Water Line Fund is to develop and construct a joint water line through an inter-local agreement between the City of Everett and the Tulalip Tribes of Washington.

### SUMMARY

Expenditure Budget	\$ 15,000	FTE's	0.0
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### REVENUE DESCRIPTION

The source of revenue is contributions from the City of Everett and the Tulalip Tribes of Washington.

### INVENTORY OF SERVICES

**DEPARTMENT** 451/ Everett-Tulalip Joint Water Line Fund      **ACTIVITY** 1 - Everett-Tulalip Joint Water Line Fund

CAPITAL OUTLAY	\$15,000
Revenue Offset	(15,000)
NET COST	\$0
TOTAL FTEs	0

- DESCRIPTION**
- The Everett-Tulalip Joint Water Line Fund was created by an inter-local agreement between the City of Everett and the Tulalip Tribes of Washington.
  - The Everett-Tulalip Joint Water Line Fund was organized for the financing, project budget, construction management and construction of the proposed water delivery system.
- 
- EXPECTED RESULTS**
- Adequate supply of water for customers on the Tulalip Reservation
- 
- 2016 ACCOMPLISHMENT**
- Construction of segment 1S; Design of segment 2
- 
- 2017 GOALS**
- Goal #1
- Final completion of segment 2 (last of 8 segments)
-

**BUDGETED EXPENDITURES**

		2016	2016		2017
	2015	Adopted	As Amended	2016	Proposed
<b>Fund 451: Everett Tulalip Joint Water Line</b>	<b>Actual</b>	<b>Budget</b>	<b>7/27/2016</b>	<b>Estimate</b>	<b>Budget</b>
<b>Revenue</b>					
Interlocal Revenue - Tulalips	344,500	95,000	95,000	1,326	15,000
<b>Total Available</b>	<b>344,500</b>	<b>95,000</b>	<b>95,000</b>	<b>1,326</b>	<b>15,000</b>
<b>Expenditures</b>					
Construction Projects	344,500	95,000	95,000	1,326	15,000
<b>Total Expenditures</b>	<b>344,500</b>	<b>95,000</b>	<b>95,000</b>	<b>1,326</b>	<b>15,000</b>
<b>Ending Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>2017 Budget Appropriation</b>					<b>15,000</b>