
SPECIAL REVENUES

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Motor Vehicle and Equipment Replacement

FUND 126

OVERVIEW

The Motor Vehicle and Equipment Replacement fund provides a mechanism to accumulate funds for General Government vehicle and equipment replacements. The Motor Vehicle Division plans for current and future replacements to maintain an optimum fleet.

ACTIVITIES

Police and Fire Vehicles & Equipment Replacement

ACTIVITY BUDGET SUMMARY	AMOUNT
Total Expenditures	\$ 2,643,000
Revenue Offset	0
Net Cost (expenditures less revenue)	\$ 2,643,000

PRIMARY CITY PRIORITY



DESCRIPTION

- Accounts for the replacement of public safety vehicles and equipment.

Parks Vehicles & Equipment Replacement

ACTIVITY BUDGET SUMMARY	AMOUNT
Total Expenditures	\$ 410,000
Revenue Offset	0
Net Cost (expenditures less revenue)	\$ 410,000

PRIMARY CITY PRIORITY



DESCRIPTION

- Accounts for the replacement of Parks & Community Services vehicles and equipment.

Facilities Vehicles & Equipment Replacement

ACTIVITY BUDGET SUMMARY	AMOUNT
Total Expenditures	\$ 115,000
Revenue Offset	0
Net Cost (expenditures less revenue)	\$ 115,000

PRIMARY CITY PRIORITY



Responsive & responsible government

DESCRIPTION

- Accounts for the replacement of Facilities vehicles and equipment.

Engineering and Streets Vehicles & Equipment Replacement

ACTIVITY BUDGET SUMMARY	AMOUNT
Total Expenditures	\$ 1,060,000
Revenue Offset	0
Net Cost (expenditures less revenue)	\$ 1,060,000

PRIMARY CITY PRIORITY



Transportation & infrastructure

DESCRIPTION

- Accounts the replacement of Engineering and Streets vehicles and equipment.

Contingency for Vehicle and Equipment Replacement

ACTIVITY BUDGET SUMMARY	AMOUNT
Total Expenditures	\$ 250,000
Revenue Offset	0
Net Cost (expenditures less revenue)	\$ 250,000

PRIMARY CITY PRIORITY



Responsive & responsible government

DESCRIPTION

- Provides a funding source for unexpected vehicle and equipment replacements due to collisions or vehicle failures. It also provides a small contingency to cover higher than expected replacement costs.

REVENUE DESCRIPTION

The General Fund contributes annually to the motor vehicle and equipment replacement fund on behalf of 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 on the invested fund balance and proceeds from the sale of retired General Government vehicles and equipment.

BUDGETED EXPENDITURES

	2020	2021	2021	2021	2022
	Actual	Adopted Budget	As Amended 5/5/2021	Estimate	Proposed Budget
Fund 126: Motor Vehicle/Equip. Repl.					
Program 126: General Gov Vehicle Repl.					
Resources					
Beginning Balance	\$ 5,472,513	\$ 3,479,923	\$ 4,567,151	\$ 4,850,047	\$ 4,545,560
Contribution From General Fund/Other	825,000	1,497,157	1,497,157	2,502,531	2,649,101
Sale of Capital Assets	133,678	60,000	60,000	60,000	60,000
Interest Earnings	68,346	35,761	35,761	44,810	44,810
Transfers In	28,000	-	-	-	-
Total Available	\$ 6,527,537	\$ 5,072,841	\$ 6,160,069	\$ 7,457,388	\$ 7,299,471
Expenditures					
Engineering Vehicle Replacement	\$ 176,236	\$ -	\$ 264,516	\$ 264,516	\$ 300,000
Police Vehicle Replacement	717,071	1,188,000	1,608,000	1,608,000	983,000
Fire Vehicle Replacement	135,893	50,000	422,381	422,381	1,660,000
Facilities Vehicle Replacement	-	75,000	75,000	75,000	115,000
Parks Vehicle Replacement	231,879	261,600	291,931	291,931	410,000
Streets Vehicle Replacement	416,411	-	-	-	760,000
Unanticipated Replacements/Misc.	-	250,000	250,000	250,000	250,000
Total Expenditures	\$ 1,677,490	\$ 1,824,600	\$ 2,911,828	\$ 2,911,828	\$ 4,478,000
Ending Balance	\$ 4,850,047	\$ 3,248,241	\$ 3,248,241	\$ 4,545,560	\$ 2,821,471
2022 Budget Appropriation - Fund 126					\$ 7,299,471

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Lodging Tax

FUND 138

OVERVIEW

The Lodging Tax fund accounts for the collection and distribution of a 2% lodging tax on lodging fees, which must be used to support and promote tourism.

ACTIVITIES

Lodging Taxes

ACTIVITY BUDGET SUMMARY	AMOUNT
Total Expenditures	\$ 420,000
Revenue Offset	(530,490)
Net Cost (expenditures less revenue)	\$ (110,490)
Budgeted FTEs	0.0

PRIMARY CITY PRIORITY



Economic & cultural vitality

DESCRIPTION

- Promotes tourism by contributing funds to civic events and toward capital funding for venues that hold civic events
- Contributes \$100,000 to the Everett Public Facilities District to support debt service and operating costs associated with the Everett Events Center
- Maintains a reserve balance adequate to cover one year of fixed obligations

REVENUE DESCRIPTION

Revenues include the 2% lodging tax on lodging fees and interest earnings.

BUDGETED EXPENDITURES

	2020	2021	2021	2021	2022
	Actual	Adopted Budget	As Amended 5/5/2021	Estimate	Proposed Budget
Fund 138: Lodging Tax					
Resources					
Beginning Balance	\$ 364,978	\$ 536,690	\$ 536,690	\$ 434,256	\$ 422,821
Lodging Tax	413,568	400,000	400,000	435,000	525,000
Interest Earnings	5,463	2,362	2,362	3,275	5,200
Miscellaneous	266	290	290	290	290
Total Available	\$ 784,275	\$ 939,342	\$ 939,342	\$ 872,821	\$ 953,311
Expenditures					
Tourism Promotion	\$ 57,267	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
Grant Recipients	192,752	200,000	200,000	200,000	170,000
Events Center	100,000	100,000	100,000	100,000	100,000
Total Expenditures	\$ 350,019	\$ 450,000	\$ 450,000	\$ 450,000	\$ 420,000
Ending Balance	\$ 434,256	\$ 489,342	\$ 489,342	\$ 422,821	\$ 533,311
2022 Budget Appropriation					\$ 953,311

Cumulative Reserve – Real Property Acquisition

FUND 145

OVERVIEW

The Property Acquisition Fund consolidates financial transactions related to the General Government’s real property.

ACTIVITIES

Real Property Acquisition

ACTIVITY BUDGET SUMMARY	AMOUNT
Labor	\$ 0
M&O/Capital Outlay	163,588
Total Expenditures	\$ 163,588
Revenue Offset	(80,700)
Net Cost (expenditures less revenue)	\$ 82,888
Budgeted FTEs	0.0

PRIMARY CITY PRIORITY



Responsive & responsible government

DESCRIPTION

This activity provides a mechanism to consolidate funding for the acquisition of real property and pays and manages costs associated with acquisitions. The activity also accounts for General Government right-of-way leases and the vacation of City property.

2022 GOALS & WORK PLAN

CITY PRIORITY	GOAL	WORK PLAN
	Surplus excess City-owned properties	<ul style="list-style-type: none"> Continue working with broker to market and sell Council-approved surplus sites Continue review of existing real property inventory for surplus potential

Street and Alley Vacation Funded Capital Projects

ACTIVITY BUDGET SUMMARY	AMOUNT
Labor	\$ 0
M&O/Capital Outlay	0
Total Expenditures	\$ 0
Revenue Offset	(40,000)
Net Cost (expenditures less revenue)	\$ (40,000)
Budgeted FTEs	0.0

PRIMARY CITY PRIORITY



DESCRIPTION

This activity accounts for the proceeds from the sale of street and alley vacations that are restricted, by City Resolution 7397, to the acquisition, improvement, development and related maintenance of public open space or transportation capital projects.

2022 GOALS & WORK PLAN

CITY PRIORITY	GOAL	WORK PLAN
	Complete prioritized open space and transportation capital projects approved by Council	<ul style="list-style-type: none"> Upgrade crosswalks on East Marine View Dr. at Summit and at 10th linking Jackson Park to East Marine View Dr. sidewalk with rapid flashing beacon Upgrade crosswalk at 79th Place at Evergreen Middle School with ADA ramp and rapid flashing beacon Upgrade crosswalk at 110th Street SE at Monroe Elementary school with rapid flashing beacon

REVENUE DESCRIPTION

Sources of revenue for Fund 145 include proceeds from the sale of City property, rights-of-way leases, vacations of City property, and interest earnings.

BUDGETED EXPENDITURES

	2020	2021	2021	2021	2022
Fund 145: Cum Resv/Real Prop. Acq.	Actual	Adopted Budget	As Amended 5/5/2021	2021 Estimate	Proposed Budget
Program 000: Real Property Acquisition					
Resources					
Beginning Balance	\$ 653,087	\$ 697,105	\$ 697,105	\$ 560,698	\$ 1,205,298
Interest Earnings	17,207	14,000	14,000	14,000	14,000
Right of Way Fees	33,963	40,700	40,700	47,000	40,700
Miscellaneous	4,700	1,000	1,000	5,000	1,000
Proceeds from Street and Alley Vacations	68,850	310,000	310,000	735,350	25,000
Total Available	\$ 777,807	\$ 1,062,805	\$ 1,062,805	\$ 1,362,048	\$ 1,285,998
Expenditures					
Land & Building	\$ 180,821	\$ -	\$ -	\$ -	\$ -
M & O	36,288	156,750	156,750	156,750	163,588
Total Expenditures	\$ 217,109	\$ 156,750	\$ 156,750	\$ 156,750	\$ 163,588
Ending Balance	\$ 560,698	\$ 906,055	\$ 906,055	\$ 1,205,298	\$ 1,122,410
Program 010: Street and Alley Vacation					
Resources					
Beginning Balance	\$ 1,794,510	\$ 1,304,510	\$ 2,094,510	\$ 1,314,065	\$ 1,274,065
Interest Earnings	11,655	15,000	15,000	15,000	15,000
Proceeds from Street and Alley Vacations	62,900	310,000	310,000	735,000	25,000
Total Available	\$ 1,869,065	\$ 1,629,510	\$ 2,419,510	\$ 2,064,065	\$ 1,314,065
Expenditures					
Land & Building	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out for Capital Outlay	555,000	-	790,000	790,000	-
Total Expenditures	\$ 555,000	\$ -	\$ 790,000	\$ 790,000	\$ -
Ending Balance	\$ 1,314,065	\$ 1,629,510	\$ 1,629,510	\$ 1,274,065	\$ 1,314,065
2022 Budget Appropriation- Fund 145 Total					\$ 2,600,063

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Property Management

FUND 146

OVERVIEW

The Property Management fund is used to manage the City’s General Government buildings, excluding the Parks system; track the collection of tenant lease receipts and associated operating expenses for the Everett Municipal and South Precinct Buildings; and maintain reserves for general government maintenance and repair projects.

ACTIVITY

Property Management

ACTIVITY BUDGET SUMMARY	AMOUNT
Labor	\$ 0
M&O/Capital Outlay	2,271,425
Total Expenditures	\$ 2,271,425
Revenue Offset	(452,980)
Net Cost (expenditures less revenue)	\$ 1,818,445
Budgeted FTEs	0.0

PRIMARY CITY PRIORITY




Responsive & responsible government

2021 ACCOMPLISHMENTS

- The Facilities project team relocated to Forest Park Administrative building to merge Parks and Facilities project teams into one cohesive work group
- Parks & Facilities collaborated with Procurement, Public Works, and Transit to establish more unified project methods and procedures
- Initiated and completed repair and maintenance projects at City parks and facilities

2022 GOALS & WORK PLAN

CITY PRIORITY	GOAL	WORK PLAN
	Manage the City’s commercial and General Government buildings effectively and efficiently	<ul style="list-style-type: none"> • Develop and execute new strategies for project planning • Review and update the Fund 146 financial project planning model • Use the 2019 Facilities Condition Assessment report to determine the scope of work for each project

REVENUE DESCRIPTION

Revenue in the Property Management fund includes lease payments from tenants in the Everett Municipal Building and South Precinct Building, parking fees, interest income and contributions from the general fund.

BUDGETED EXPENDITURES

	2020 Actual	2021 Adopted Budget	2021 As Amended 5/5/2021	2021 Estimate	2022 Proposed Budget
Fund 146: Property Management					
Program 001: Culmback Building					
Resources					
Beginning Balance	\$ 82,225	\$ 28,650	\$ 28,650	\$ 47,479	\$ 18,629
Interest Earnings	832	800	800	600	150
Transfers In	-	-	-	-	12,000
Total Available	\$ 83,057	\$ 29,450	\$ 29,450	\$ 48,079	\$ 30,779
Expenditures					
M & O	\$ 8,401	\$ 18,000	\$ 18,000	\$ 18,000	\$ 15,000
Repairs & Maintenance	6,189	3,849	3,849	3,849	5,000
Interfund Services & Charges	20,988	7,601	7,601	7,601	7,894
Total Expenditures	\$ 35,578	\$ 29,450	\$ 29,450	\$ 29,450	\$ 27,894
Ending Balance	\$ 47,479	\$ -	\$ -	\$ 18,629	\$ 2,885
Program 002: Everett Municipal Building					
Resources					
Beginning Balance	\$ 393,481	\$ 392,801	\$ 392,801	\$ 458,249	\$ 401,990
Facilities Lease	446,066	485,248	485,248	485,248	208,780
Parking	64,150	64,200	64,200	64,200	64,200
Interest Earnings	3,817	4,500	4,500	4,500	4,000
Transfers In	150,000	150,000	150,000	150,000	250,000
Miscellaneous Revenue	17,246	-	-	-	-
Total Available	\$ 1,074,760	\$ 1,096,749	\$ 1,096,749	\$ 1,162,197	\$ 928,970
Expenditures					
M & O	\$ 223,484	\$ 245,500	\$ 245,500	\$ 245,500	\$ 243,500
Repairs & Maintenance	102,243	100,000	100,000	100,000	100,000
Interfund Services & Charges	290,784	414,707	414,707	414,707	473,960
Total Expenditures	\$ 616,511	\$ 760,207	\$ 760,207	\$ 760,207	\$ 817,460
Ending Balance	\$ 458,249	\$ 336,542	\$ 336,542	\$ 401,990	\$ 111,510

BUDGETED EXPENDITURES - CONTINUED

	2020 Actual	2021 Adopted Budget	2021 As Amended 5/5/2021	2021 Estimate	2022 Proposed Budget
Fund 146: Property Management					
Program 005: South Precinct Building					
Resources					
Beginning Balance	\$ 55,301	\$ 102,328	\$ 102,328	\$ 192,148	\$ 200,130
Facilities Lease	179,972	180,000	180,000	180,000	180,000
Interest Earnings	1,274	-	-	1,100	2,400
Transfers In	350,004	325,000	325,000	325,000	265,000
Total Available	\$ 586,551	\$ 607,328	\$ 607,328	\$ 698,248	\$ 647,530
Expenditures					
M & O	\$ 158,918	\$ 195,000	\$ 195,000	\$ 195,000	\$ 193,000
Repairs & Maintenance	17,877	70,000	70,000	70,000	50,000
Interfund Services & Charges	217,608	233,118	233,118	233,118	130,553
Total Expenditures	\$ 394,403	\$ 498,118	\$ 498,118	\$ 498,118	\$ 373,553
Ending Balance	\$ 192,148	\$ 109,210	\$ 109,210	\$ 200,130	\$ 273,977
Program 007: General Gov't Buildings					
Resources					
Beginning Balance	\$ 28,438	\$ 292,261	\$ 292,261	\$ 547,262	\$ 727,739
Interest Earnings	5,052	9,000	9,000	9,000	8,000
Sale of Capital Assets	135,000	-	-	-	-
Transfers In	1,010,316	1,000,000	1,000,000	1,000,000	1,000,000
Total Available	\$ 1,178,806	\$ 1,301,261	\$ 1,301,261	\$ 1,556,262	\$ 1,735,739
Expenditures					
M & O	\$ -	\$ -	\$ -	\$ -	\$ 7,000
Repairs & Maintenance	631,544	828,523	828,523	828,523	1,045,518
Total Expenditures	\$ 631,544	\$ 828,523	\$ 828,523	\$ 828,523	\$ 1,052,518
Ending Balance	\$ 547,262	\$ 472,738	\$ 472,738	\$ 727,739	\$ 683,221
2022 Budget Appropriation - Fund 146 Total					\$ 3,343,018

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Cumulative Reserve for Parks

FUND 148

OVERVIEW

The Cumulative Reserve fund for Parks provides funding for special parks projects and programs.

ACTIVITIES

Maintenance Reserve

ACTIVITY BUDGET SUMMARY	AMOUNT
M&O/Capital Outlay/Transfer Out	\$ 90,393
Total Expenditures	\$ 90,393
Revenue Offset	(815)
Net Cost (expenditures less revenue)	\$ 89,578

PRIMARY CITY PRIORITY



Economic & cultural vitality


DESCRIPTION

Accounts for funds designated for use at the boat launch, softball fields, and soccer fields.

2021 ACCOMPLISHMENTS

- Provided \$17,801 in matching funds for the renovation of the Rotary Park boat launch. The renovations include project engineering services and new LED lighting.

2022 GOALS & WORK PLAN

CITY PRIORITY	GOAL	WORK PLAN
	Support facility renovations and new park developments	<ul style="list-style-type: none"> Provide \$82,393 in matching funds for the State Recreation and Conservation Office's Boating Facility Program grant Complete the renovation of the Rotary Park boat launch

Park Impact Fees

ACTIVITY BUDGET SUMMARY	AMOUNT
M&O/Capital Outlay	\$ 0
Total Expenditures	\$ 0
Revenue Offset	(557)
Net Revenue (expenditures less revenue)	\$ (557)

PRIMARY CITY PRIORITY



Economic & cultural vitality

DESCRIPTION

Accounts for park impact fees, which are collected from property developers in lieu of providing onsite recreation for residents. The fees are restricted for new or enhanced park recreational opportunities in those neighborhoods.

Deckman/Madison Morgan Property

ACTIVITY BUDGET SUMMARY	AMOUNT
M&O/Capital Outlay	\$ 9,200
Total Expenditures	\$ 9,200
Revenue Offset	(16,514)
Net Revenue (expenditures less revenue)	\$ (7,314)

PRIMARY CITY PRIORITY



Economic & cultural vitality

DESCRIPTION

Accounts for the revenue and expenditures associated with the Deckman/Madison Morgan property, which was originally purchased with funds from the Snohomish County Conservation Futures program.

2021 ACCOMPLISHMENTS

- Maintained the structures on the property

CEMEX Property

ACTIVITY BUDGET SUMMARY	AMOUNT
M&O/Capital Outlay	\$ 504,500
Total Expenditures	\$ 504,500
Revenue Offset	(953,295)
Net Revenue (expenditures less revenue)	\$ (448,795)

PRIMARY CITY PRIORITY



Economic &
cultural vitality


DESCRIPTION

Accounts for donations and royalty revenue received from the CADMAN (CEMEX) company as well as swim fee revenue from the YMCA. Funds are to be used for parks and recreational purposes.

2021 ACCOMPLISHMENTS

- Paid \$500,000 to YMCA as part of the cooperative agreement to provide recreational opportunities to Everett residents
- Received fill royalty revenue through an amended three-year contract with options to extend from CADMAN (CEMEX)

2022 GOALS & WORK PLAN

CITY PRIORITY	GOAL	WORK PLAN
	Enhance recreational opportunities for Everett residents	<ul style="list-style-type: none"> • Pay the final \$500,000 installment to YMCA as part of the cooperative agreement to provide recreational opportunities to Everett residents

Capital Project Reserve

ACTIVITY BUDGET SUMMARY	AMOUNT
M&O/Capital Outlay	\$ 0
Total Expenditures	\$ 0
Revenue Offset	(320)
Net Revenue (expenditures less revenue)	\$ (320)

PRIMARY CITY PRIORITY



Economic &
cultural vitality

DESCRIPTION

This activity accounts for funds accumulated to support parks and recreation small capital projects.

2021 ACCOMPLISHMENTS

- Completed the Lowell Riverfront dog park project
- Received \$80,000 grant from Snohomish County

Other Reserves for Parks

ACTIVITY BUDGET SUMMARY	AMOUNT
M&O/Capital Outlay	\$ 1,000
Total Expenditures	\$ 1,000
Revenue Offset	(1,875)
Net Revenue (expenditures less revenue)	\$ (875)

PRIMARY CITY PRIORITY




Economic &
cultural vitality

DESCRIPTION

This activity accounts for the following reserve accounts: Cumulative Reserve for Parks, Parks Scholarship Reserve, Maintenance & Operating Reserve, and New Program Reserve. Funds accumulated in these accounts are designated to support parks and recreation activities and projects.

2022 GOALS & WORK PLAN

CITY PRIORITY	GOAL	WORK PLAN
	Award scholarships to qualified recipients for recreation programs	<ul style="list-style-type: none"> • Conduct outreach • Review applications and determine eligibility • Award \$1,000 in scholarships by end of 2022

REVENUE DESCRIPTION

Sources of revenue for Fund 148 include donations, grants, royalty revenue, park impact fees, swim fee revenue from the YMCA, rental income, and interest income.

BUDGETED EXPENDITURES

	2020	2021	2021	2021	2022
	Actual	Adopted	As Amended	2021	Proposed
Fund 148 - Parks Reserve		Budget	5/5/2021	Estimate	Budget
Program 001 - Maintenance Reserve (boat launch, softball & soccer fields)					
Resources					
Beginning Balance	\$ 106,712	\$ 24,732	\$ 24,732	\$ 107,795	\$ 108,509
Grant Revenue	72,930	-	-	-	-
Interest Earnings	1,083	56	56	714	815
Total Available	\$ 180,725	\$ 24,788	\$ 24,788	\$ 108,509	\$ 109,324
Expenditures					
Capital Outlay	\$ 72,930	\$ 18,000	\$ 18,000	\$ -	\$ 8,000
Transfers Out	-	-	-	-	82,393
Total Expenditures	\$ 72,930	\$ 18,000	\$ 18,000	\$ -	\$ 90,393
Ending Balance	\$ 107,795	\$ 6,788	\$ 6,788	\$ 108,509	\$ 18,931
Program 007 - Capital Project Reserve					
Resources					
Beginning Balance	\$ 151,526	\$ 143,081	\$ 143,081	\$ 145,566	\$ 31,786
Grant Revenue	-	80,000	80,000	80,000	-
Interest Earnings	1,890	1,285	1,285	1,220	320
Total Available	\$ 153,416	\$ 224,366	\$ 224,366	\$ 226,786	\$ 32,106
Expenditures					
M & O	\$ 7,850	\$ -	\$ -	\$ -	\$ -
Capital Outlay	-	70,000	70,000	195,000	-
Total Expenditures	\$ 7,850	\$ 70,000	\$ 70,000	\$ 195,000	\$ -
Ending Balance	\$ 145,566	\$ 154,366	\$ 154,366	\$ 31,786	\$ 32,106
Program 029 - Park Impact Fees					
Resources					
Beginning Balance	\$ 13,902	\$ 60,281	\$ 60,281	\$ 60,423	\$ 60,931
Park Impact Fees	45,934	-	-	-	-
Interest Earnings	587	485	485	508	557
Total Available	\$ 60,423	\$ 60,766	\$ 60,766	\$ 60,931	\$ 61,488
Expenditures					
M & O	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Balance	\$ 60,423	\$ 60,766	\$ 60,766	\$ 60,931	\$ 61,488

BUDGETED EXPENDITURES - CONTINUED

	2020	2021	2021	2021	2022
	Actual	Adopted	As Amended	2021	Proposed
Fund 148 - Parks Reserve		Budget	5/5/2021	Estimate	Budget
Program 322 - Deckman Property					
Resources					
Beginning Balance	\$ 19,606	\$ 16,688	\$ 16,688	\$ 17,146	\$ 11,980
Interest Earnings	687	325	325	134	314
Housing Rental Revenue	-	20,000	20,000		16,200
Total Available	\$ 20,293	\$ 37,013	\$ 37,013	\$ 17,280	\$ 28,494
Expenditures					
M & O	\$ 3,147	\$ 10,000	\$ 10,000	\$ 5,300	\$ 9,200
Total Expenditures	\$ 3,147	\$ 10,000	\$ 10,000	\$ 5,300	\$ 9,200
Ending Balance	\$ 17,146	\$ 27,013	\$ 27,013	\$ 11,980	\$ 19,294
Program 323- Cemex Property					
Resources					
Beginning Balance	\$ 1,496,206	\$ 1,565,431	\$ 1,565,431	\$ 451,558	\$ 895,583
Interest Earnings	4,861	3,900	3,900	6,550	6,795
YMCA Swim Admission Revenue	6,674	13,600	13,600	17,575	21,500
Fill Royalty Revenue	132,393	250,000	250,000	522,500	525,000
Donation	561,500	400,000	400,000	400,000	400,000
Total Available	\$ 2,201,634	\$ 2,232,931	\$ 2,232,931	\$ 1,398,183	\$ 1,848,878
Expenditures					
M & O	\$ 76	\$ 750	\$ 750	\$ 2,600	\$ 4,500
YMCA Access Payment	1,750,000	500,000	500,000	500,000	500,000
Total Expenditures	\$ 1,750,076	\$ 500,750	\$ 500,750	\$ 502,600	\$ 504,500
Ending Balance	\$ 451,558	\$ 1,732,181	\$ 1,732,181	\$ 895,583	\$ 1,344,378
Other Park Reserves					
Resources					
Beginning Balance	\$ 127,742	\$ 145,866	\$ 145,866	\$ 146,616	\$ 147,494
Interest Earnings	1,659	1,400	1,400	1,143	1,225
Donation	722	-	-	50	500
Miscellaneous	16,950	-	-	35	150
Total Available	\$ 147,073	\$ 147,266	\$ 147,266	\$ 147,844	\$ 149,369
Expenditures					
Scholarship Awards	\$ 457	\$ -	\$ -	\$ 350	\$ 1,000
Total Expenditures	\$ 457	\$ -	\$ -	\$ 350	\$ 1,000
Ending Balance	\$ 146,616	\$ 147,266	\$ 147,266	\$ 147,494	\$ 148,369
2022 Budget Appropriation - Fund 148 Total					\$ 2,229,659

Senior Center Reserve

FUND 149

OVERVIEW

The Senior Center Reserve provides funding to support small capital projects and to support the contracted management of the Senior Center.

ACTIVITY

Reserve Administration

ACTIVITY BUDGET SUMMARY	AMOUNT
M&O/Capital Outlay	\$ 0
Total Expenditures	\$ 0
Revenue Offset	(6,087)
Net Revenue (expenditures less revenue)	\$ (6,087)

PRIMARY CITY PRIORITY



DESCRIPTION

The Carl Gipson Senior Center closed on March 5, 2020, due to the COVID-19 pandemic. During the closure, seniors were able to continue to participate in the lunch program on a take-out basis.

In August 2020, a public/private partnership request for proposal was issued in an effort to find a community partner to resume senior center operations on the City’s behalf once COVID restrictions eased. In August 2021, City Council awarded a management agreement to Volunteers of America (VOA). The Senior Center reopened, and operations resumed in the fall of 2021 under VOA management. The Reserve fund was used to pay the fourth quarter 2021 management fee in the amount of \$115,000. Future contract payments will be made from the General Fund out of Non-Departmental Fund 009. The Senior Center Reserve fund will be used for small capital projects at the Center as needs arise.

There is no expenditure budget identified for the Original 2022 Operating Budget.

REVENUE DESCRIPTION

Revenue includes interest earnings on the balance of the reserve funds.

BUDGETED EXPENDITURES

	2020 Actual	2021 Adopted Budget	2021 As Amended 5/5/2021	2021 Estimate	2022 Adopted Budget
Fund 149: Senior Center Reserve					
Resources					
Beginning Balance	\$ 507,045	\$ 518,380	\$ 518,380	\$ 520,644	\$ 405,819
Charges for Services	4,056	-	-	-	-
Interest Earnings	6,715	7,000	7,000	4,000	6,087
Facility Rental Revenue	588	-	-	-	-
Private Contributions	2,372	-	-	325	-
Miscellaneous Revenue	997	-	-	-	-
Total Available	\$ 521,773	\$ 525,380	\$ 525,380	\$ 524,969	\$ 411,906
Expenditures					
M & O	\$ 1,129	\$ 3,900	\$ 3,900	\$ 4,150	\$ -
Transfers Out	-	300,000	300,000	115,000	-
Total Expenditures	\$ 1,129	\$ 303,900	\$ 303,900	\$ 119,150	\$ -
Ending Balance	\$ 520,644	\$ 221,480	\$ 221,480	\$ 405,819	\$ 411,906
2022 Budget Appropriation					\$ 411,906

Fund for Animals

FUND 151

OVERVIEW

The Fund for Animals is a cumulative reserve fund that provides funds to benefit animals. Veterinary care, capital equipment, and supplies for animals at the Everett Animal Shelter are paid for through this fund.

ACTIVITY

Animal Shelter Veterinary Care & Animal Benefit Funding

ACTIVITY BUDGET SUMMARY	AMOUNT
M&O/Capital Outlay	\$ 177,008
Total Expenditures	\$ 177,008
Revenue Offset	(261,454)
Net Revenue (expenditures less revenue)	\$ (84,446)

PRIMARY CITY PRIORITY



Responsive & responsible government

2021 ACCOMPLISHMENTS

- Provided over \$100,000 to fund routine and specialized veterinary care for shelter animals

REVENUE DESCRIPTION

Sources of revenue for this fund include donations from individuals and businesses, grants, merchandise sales, and interest income.

BUDGETED EXPENDITURES

Fund 151: Fund for Animals	2020	2021	2021	2021	2022
	Actual	Adopted Budget	As Amended 5/5/2021	2021 Estimate	Proposed Budget
Resources					
Beginning Balance	\$ 395,377	\$ 462,929	\$ 462,929	\$ 532,273	\$ 591,704
Charges for Services/Merchandise	1,055	4,000	4,000	92	2,000
Interest Earnings	5,550	3,745	3,745	4,496	7,924
Private Contributions	238,890	175,000	175,000	180,000	250,000
Other Miscellaneous	1,762	1,500	1,500	1,530	1,530
Total Available	\$ 642,634	\$ 647,174	\$ 647,174	\$ 718,391	\$ 853,158
Expenditures					
M & O	\$ 110,361	\$ 173,860	\$ 173,860	\$ 126,687	\$ 177,008
Total Expenditures	\$ 110,361	\$ 173,860	\$ 173,860	\$ 126,687	\$ 177,008
Ending Balance	\$ 532,273	\$ 473,314	\$ 473,314	\$ 591,704	\$ 676,150
2022 Budget Appropriation - Fund 151					\$ 853,158

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Cumulative Reserve for Library

FUND 152

OVERVIEW

This reserve provides a repository for money from used book and library merchandise sales, and contributions to the Library to support specific projects and collections, such as local history, award-winning children's books, technology, and memorial books. It supports funding for inclusive programs that inform, entertain, and engage members of our community. The fund also supports coffee shop maintenance, and programs and projects selected by the Library Board of Trustees in accordance with the Library's strategic plan.

ACTIVITY

Cumulative Reserve

ACTIVITY BUDGET SUMMARY	AMOUNT
M&O/Capital Outlay	\$ 83,057
Total Expenditures	\$ 83,057
Revenue Offset	(80,650)
Net Cost (expenditures less revenue)	\$ 2,407

PRIMARY CITY PRIORITY



Engaged &
informed
community

2021 ACCOMPLISHMENTS

- Provided funding for programs and events for all ages, including author talks, lectures and activities for adults, and children's art and science programs. In a virtual environment, many of the programs included take home kits to create a meaningful and engaging experience. 2021 highlights included support for several local authors, follow along at home cooking classes, introduction to mushrooming, and a fossil program with the Burke Museum.
- Provided funding for the One Everett One Book community reading program featuring authors Jason Reynold and Ibram X. Kendi.
- Provided funding for all Library staff to participate in Ryan Dowd's Homeless Training Institute academy and monthly trainings that featured relevant topics such as How to Deal with Problem Behaviors Related to COVID-19; Burnout, Vicarious Trauma, and Compassion Fatigue; and Dementia and Alzheimer's: Compassionately and effectively working with people with dementia.

REVENUE DESCRIPTION

The major resources for this fund include bequests, private contributions, book sale proceeds, and interest income.

BUDGETED EXPENDITURES

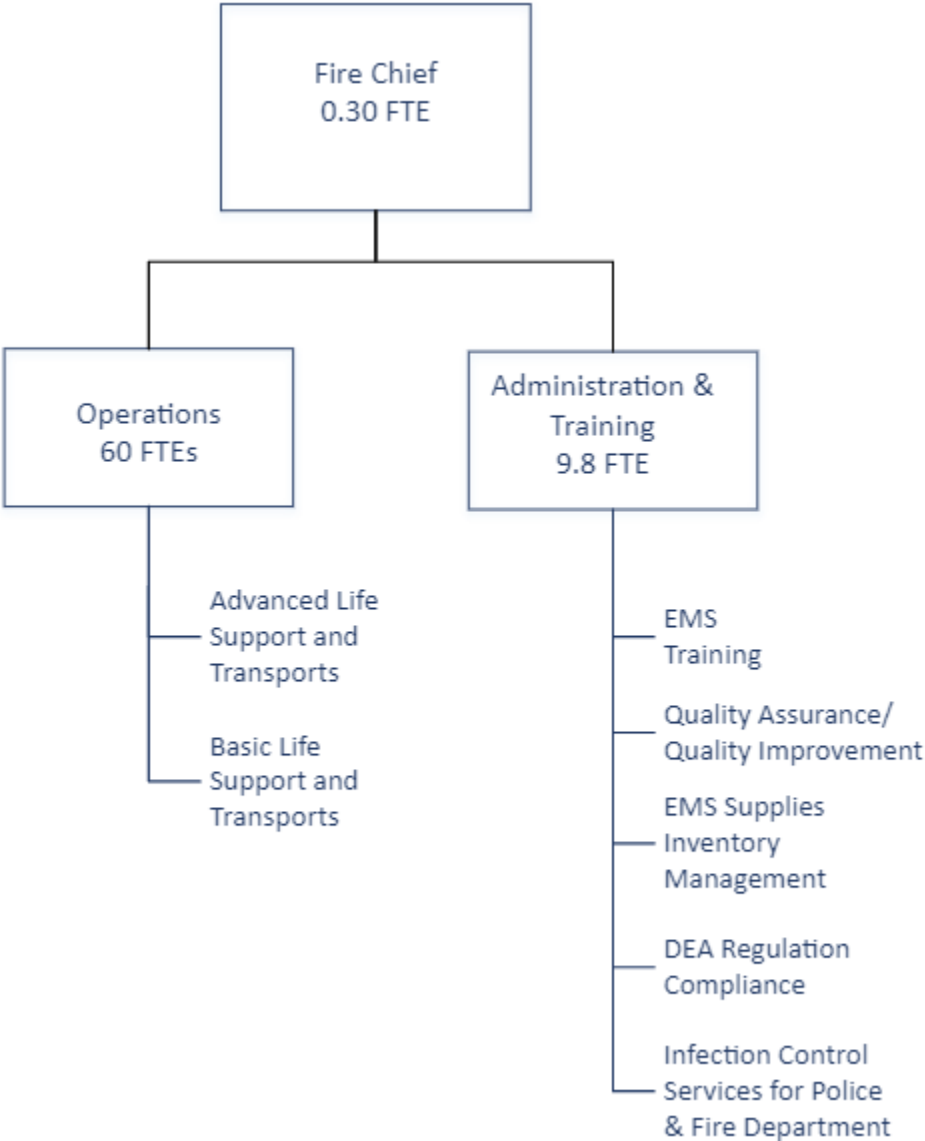
	2020	2021	2021	2021	2022
	Actual	Adopted	As Amended	2021	Proposed
Fund 152: Cumulative Rsv/Library		Budget	5/5/2021	Estimate	Budget
Resources					
Beginning Balance	\$ 403,594	\$ 451,174	\$ 481,612	\$ 474,907	\$ 451,708
Charges for Services/Merchandise	876	1,800	1,800	574	1,800
Interest Earnings	5,219	3,050	3,050	3,902	5,500
Rentals	1,241	7,000	7,000	2,300	5,000
Private Contributions	95,725	60,350	75,550	60,927	60,350
Book Sale Proceeds	1,733	8,000	8,000	2,700	8,000
Total Available	\$ 508,388	\$ 531,374	\$ 577,012	\$ 545,310	\$ 532,358
Expenditures					
M & O	\$ 27,691	\$ 70,000	\$ 115,638	\$ 88,602	\$ 69,250
Books/Other Materials	5,790	13,630	13,630	5,000	13,807
Total Expenditures	\$ 33,481	\$ 83,630	\$ 129,268	\$ 93,602	\$ 83,057
Ending Balance	\$ 474,907	\$ 447,744	\$ 447,744	\$ 451,708	\$ 449,301
2022 Budget Appropriation - Fund 152					\$ 532,358

Emergency Medical Services

FUND 153

OVERVIEW

The Emergency Medical Services Department provides evaluation, treatment, and transport of the ill and injured in the City of Everett and surrounding communities. Services are provided by highly trained Emergency Medical Technicians (EMTs) and Paramedics.



ACTIVITIES

EMS – Administration and Training

ACTIVITY BUDGET SUMMARY	AMOUNT
Labor	\$ 1,290,076
M&O/Capital Outlay	355,265
Total Expenditures	\$ 1,645,341
Revenue Offset	0
Net Cost (expenditures less revenue)	\$ 1,645,341
Budgeted FTEs	10.1

PRIMARY CITY PRIORITY



DESCRIPTION



The Administration and Training function of the Emergency Medical Services (EMS) division supports the Safe Community priority by:


- Providing oversight of the delivery of EMS within the City of Everett and to our mutual aid partners
- Ensuring that Everett Fire Department (EFD) personnel earn and maintain certifications to deliver service at both the basic life support (BLS) and advanced life support (ALS) levels
- Maintaining oversight of the contract with NW Ambulance for BLS transport in the City
- Coordinating with outside agencies that have influence on the delivery of EMS in the City of Everett, such as Snohomish County EMS and the Washington Department of Health
- Conducting quality assurance and quality improvement reviews to ensure that EMS service delivery is meeting medical oversight expectations
- Ensuring compliance with state and federal laws

2021 ACCOMPLISHMENTS



- Partnered with Snohomish County agencies to implement the PulsePoint and PulsePoint AED apps
- Formed a county wide buying group with all area police and fire departments to keep employees safe with an adequate supply of personal protective equipment
- Completed the three-year tri-county Complex Coordinated Terrorist Attack (CCTA) program, to build a single policy, procedure, and plan for Pierce, King, and Snohomish County fire and police departments.

2022 GOALS & WORK PLAN


CITY PRIORITY	GOAL	WORK PLAN
	Implement a patient satisfaction survey program	<ul style="list-style-type: none"> • Identify patient feedback metrics to be collected and evaluated • Identify HIPAA-compliant methodology for collecting information • Complete RFP process for potential service providers
	Partner with Snohomish County EMS to create new training content to match the	<ul style="list-style-type: none"> • Assign the current 11 OTEP assignments to individual agencies based on size and expertise

	new ongoing training and education program (OTEP) for medical skills maintenance	<ul style="list-style-type: none"> Create high quality Snohomish County protocol driven online classes
	Upgrade reserve fleet to match inventory to standard front-line status	<ul style="list-style-type: none"> Purchase two LifePack 15s (monitor and defibrillator) Purchase two video laryngoscopes Add tactical vests, helmets, and multi casualty incident triage kits to all reserve units

PERFORMANCE MEASURES

PROCESS AND RESULTS MEASURES		TARGET*	2019	2020	2021 EST.	2022 EST.
	% time blood glucose checks in potential stroke patients are conducted	90%	86%	90%	91%	90%
	% time aspirin is administered to potential heart attacks patients	90%	82%	79%	86%	88%

*Targets are set by Snohomish County EMS and the medical program director

WORKLOAD MEASURES		2019	2020	2021 EST.	2022 EST.
	Number of externally initiated quality assurance reports (QARs)**	14	10	8	10

**External requests from hospital staff and Snohomish County EMS

POSITION SUMMARY

POSITION TITLE	FTE	POSITION TITLE	FTE
Fire Chief	0.3	Assistant Fire Chief	0.8
Division Chief	1.3	Medical Services Officer	4.0
Administrative Assistant	0.3	Office Specialist	1.3
Project Coordinator	0.5	Fire & EMS Analyst	0.5
Fire Apparatus/Equipment Mechanic	0.3	Equipment Mechanic	0.3
Maintenance Mechanic	0.3	Accounting Technician	0.2

EMS – Operations

ACTIVITY BUDGET SUMMARY	AMOUNT
Labor	\$ 11,200,001
M&O/Capital Outlay	2,219,415
Total Expenditures	\$ 13,419,416
Revenue Offset	(16,000,973)
Net Cost (expenditures less revenue)	\$ (2,581,557)
Budgeted FTEs	60.0

PRIMARY CITY PRIORITY



DESCRIPTION



The Operations function of the EMS Division supports the Safe Community priority by:

- Providing evaluation, treatment, and transport to residents and visitors experiencing emergent and non-emergent illnesses and traumatic injuries
- Providing EMS standby for special events, such as parades, concerts, and games
- Providing EMS support during other public safety operations, such as fires, rescues, hazardous materials, or law enforcement incidents
- Providing medical oversight of all EMS operation with shift supervision by Medical Service Officers
- Performing daily quality assurance or EMS reports and completion



2021 ACCOMPLISHMENTS

- Researched, purchased, and deployed a specialized restraint system for the improved protection of pediatric patients during transport, ensuring National Fire Protection Association (NFPA) rollover compliance
- Focused responsibilities of Medical Service Officers on providing quality assurance and improvement planning so that field providers received consistent, timely, and accurate performance feedback
- Placed four new medic units in service, improving safety and modernizing the fleet


2022 GOALS & WORK PLAN

CITY PRIORITY	GOAL	WORK PLAN
	Improve cardiac arrest survival rates in the City of Everett	<ul style="list-style-type: none"> • Review cardiac arrest best practices • Work with partner agencies to develop Snohomish County standardized approach to cardiac arrest management • Provide training to EFD personnel on updates to cardiac arrest management
	Improve prehospital care by direct feedback to our providers with a robust quality assurance (QA) program	<ul style="list-style-type: none"> • Use the Quality Assurance/Quality Management system to it full extent • MSO will provide feedback to all providers daily • MSA will continue to evaluate and measure aggregate data on system performance

PERFORMANCE MEASURES

PROCESS AND RESULTS MEASURES		TARGET	2019	2020	2021 EST.	2022 EST.
	% of time that response turnout was one minute or less (NFPA 1710)	90%	31.3%	16%	21%	21%
	Cardiac arrest survival rates (measured using the standardized and internationally recognized Utstein criteria and methodology*)	60%	31.2%	43%	40%	60%

*The 2018 Utstein survival rate for Snohomish County was 36.2%, for Washington it was 42.1%, and nationally the number was 33.3%.

WORKLOAD MEASURES		2019	2020	2021 EST.	2022 EST.
	Emergency Medical Services responses	19,888	18,328	19,000	19,500

POSITION SUMMARY

POSITION TITLE	FTE	POSITION TITLE	FTE
Firefighter Paramedic	30.0	Firefighter/EMT	30.0

REVENUE DESCRIPTION

Primary revenue sources for the EMS fund include a property tax levy of up to \$0.50 cents per thousand dollars of assessed valuation and a patient transport fee program.

THREE-YEAR PERSONNEL TABLE

OCCUPATION CODE	TITLE	2020	2021	2022
2145	Fire Apparatus/Equip. Mechanic	0.3	0.3	0.3
2200	Firefighter EMT	16.0	30.0	30.0
2230	Firefighter Paramedic	30.0	30.0	30.0
2250	Medical Services Officer	4.0	4.0	4.0
2251	Division Chief	1.0	1.3	1.3
2310	Accounting Technician	0.0	0.2	0.2
2370	Maintenance Mechanic	0.3	0.3	0.3
2400	Office Specialist	1.3	1.3	1.3
3690	Equipment Mechanic	0.3	0.3	0.3
6251	Assistant Fire Chief	0.5	0.8	0.8
6253	Fire Chief	0.3	0.3	0.3
6255	Fire & EMS Analyst	0.5	0.5	0.5
6301	Administrative Assistant	0.3	0.3	0.3
6308	Project Coordinator	0.5	0.5	0.5
TOTAL FTES		55.3	70.1	70.1

BUDGET CHANGES

This schedule includes labor changes from the 2021 Original Budget to the 2022 Original Budget. It may also include specific changes to M&O or capital outlay. It excludes labor cost changes related to cost-of-living and step increases, employee benefits, most position upgrades or reclasses, and routine adjustments to M&O.

FTE	Item	Labor Amount	M & O Amount	Total
	Decrease overtime	\$ (114,200)	\$ -	\$ (114,200)
	Decrease differential pay for elimination of sick leave incentive	(20,875)		(20,875)
	Increase uniform budget	6,680		6,680
0.0	Total	\$ (128,395)	\$ -	\$ (128,395)

BUDGETED EXPENDITURES

	2020	2021	2021	2021	2022
Fund 153 Emergency Medical Svcs	Actual	Adopted Budget	As Amended 5/5/2021	Estimate	Proposed Budget
Resources					
Beginning Balance	\$ 7,030,543	\$ 10,388,100	\$ 10,916,500	\$ 9,069,133	\$ 10,135,396
Property Tax	9,338,695	9,480,501	9,570,197	9,523,396	9,668,867
Grant Revenue	223,309	1,250	1,250	1,250	1,250
Service Charges - ALS/BLS	1,555,300	1,800,000	1,710,304	1,137,958	1,400,000
Service Charges - Other	139,926	217,799	217,799	203,640	217,799
Interest Earnings	84,702	40,000	40,000	25,000	40,000
Intergovernmental Revenue - GEMT	3,266,121	3,500,000	3,500,000	4,873,359	4,386,022
Miscellaneous Revenue	303,985	275,745	275,745	143,014	287,035
Transfer In	1,941	-	-	-	-
Total Available	\$ 21,944,522	\$ 25,703,395	\$ 26,231,795	\$ 24,976,750	\$ 26,136,369
Expenditures					
Salaries & Benefits	\$ 10,801,229	\$ 12,333,246	\$ 12,341,646	\$ 11,781,202	\$ 12,490,077
M & O	1,019,717	989,648	989,648	1,057,074	1,101,648
Capital Outlay	50,243	548,486	1,068,486	937,586	-
Interfund Services & Charges	444,824	504,226	528,593	528,593	918,630
Intergovernmental Charges	559,376	536,900	536,900	536,900	554,402
Total Expenditures	\$ 12,875,389	\$ 14,912,506	\$ 15,465,273	\$ 14,841,355	\$ 15,064,757
Ending Balance	\$ 9,069,133	\$ 10,790,889	\$ 10,766,522	\$ 10,135,395	\$ 11,071,612
2022 Budget Appropriation - Fund 153					\$ 26,136,369

Real Estate Excise Tax

FUND 154

OVERVIEW

The Real Estate Excise Tax fund accounts for the collection of the second quarter of one percent real estate excise tax (REET) and its use for recreational and transportation capital improvement projects.

ACTIVITIES

Parks Capital Improvement Projects

ACTIVITY BUDGET SUMMARY	AMOUNT
Capital Outlay	\$ 0
Total Expenditures	\$ 0
Net Cost (expenditures less revenue)	\$ 0
Budgeted FTEs	0.0

PRIMARY CITY PRIORITY



Economic & cultural vitality

DESCRIPTION

- Accumulate REET restricted funding for parks related projects designated in the Capital Facilities Plan Element of the City’s Comprehensive Plan and in accordance with state laws
- Maintain a cash flow model to estimate the timing and amount of funds needed for allowed capital projects

Streets Capital Improvement Projects

ACTIVITY BUDGET SUMMARY	AMOUNT
Capital Outlay	\$ 168,516
Total Expenditures	\$ 168,516
Net Cost (expenditures less revenue)	\$ 168,516
Budgeted FTEs	0.0

PRIMARY CITY PRIORITY



Transportation & infrastructure

DESCRIPTION

- Accumulate REET restricted funding for transportation related projects designated in the Capital Facilities Plan Element of the City’s Comprehensive Plan and in accordance with state laws
- Maintain a cash flow model to estimate the timing and amount of funds needed for allowed capital projects

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.”

BUDGETED EXPENDITURES

	2020 Actual	2021 Adopted Budget	2021 As Amended 5/5/2021	2021 Estimate	2022 Proposed Budget
Fund 154: Real Estate Excise Tax					
Resources					
Beginning Balance	\$ 4,867,050	\$ 5,180,384	\$ 5,553,608	\$ 5,621,523	\$ 4,932,264
Real Estate Excise Tax	2,622,853	2,200,000	2,200,000	3,150,000	3,000,000
Transfers In	105,780	-	-	-	-
Interest Earnings	66,248	40,757	40,757	40,757	65,961
Miscellaneous	-	-	-	-	-
Total Available	\$ 7,661,931	\$ 7,421,141	\$ 7,794,365	\$ 8,812,280	\$ 7,998,225
Expenditures					
Transfers Out - Parks Projects	\$ 1,567,436	\$ -	\$ 2,481,224	\$ 3,061,224	\$ -
Transfers Out - Streets Projects	300,000	300,000	300,000	650,000	-
Debt Service (PWTF Fund Loan - 112th St.)	55,925	55,650	55,650	55,650	55,374
Debt Service (Installment Loan-LED Street Light)	117,047	113,142	113,142	113,142	113,142
Total Expenditures	\$ 2,040,408	\$ 468,792	\$ 2,950,016	\$ 3,880,016	\$ 168,516
Ending Balance	\$ 5,621,523	\$ 6,952,349	\$ 4,844,349	\$ 4,932,264	\$ 7,829,709
2022 Budget Appropriation					\$ 7,998,225

General Government Special Projects Fund

FUND 155

OVERVIEW

The General Government Special Projects fund accounts for transactions relating to special projects of the General Government that don't fit into one of the other general government funds. Many of these special projects are funded in whole or in part with restricted revenues. Segregating the financial transactions associated with these projects facilitates reporting and accountability. Activities currently accounted for in this fund include the Public, Educational, and Governmental (PEG) fee program, the Shoreline Public Access program, the 1% for the Arts program, the American Rescue Plan (ARP) program, and the Shelter program.

ACTIVITIES

PEG Fees

ACTIVITY BUDGET SUMMARY	AMOUNT
Total Expenditures	\$ 200,000
Revenue Offset	(10,000)
Net Cost (expenditures less revenue)	\$ 190,000

PRIMARY CITY PRIORITY



DESCRIPTION

This activity accounts for the Comcast cable franchise PEG fees, which are restricted for use to maintain the City's government access tv channel. The channel provides community members with the opportunity to enhance their knowledge and understanding on issues of local significance. The channel covers public meetings, such as City Council meetings and Planning commission meetings, public forums, and selected community events.

Shoreline Public Access

ACTIVITY BUDGET SUMMARY	AMOUNT
Total Expenditures	\$ 0
Revenue Offset	(4,000)
Net Cost (expenditures less revenue)	\$ (4,000)

PRIMARY CITY PRIORITY



Economic & cultural vitality

DESCRIPTION

The Shoreline Public Access program provides funding for projects that improve or create public waterfront access, such as pedestrian improvements, curb, gutter, and sidewalks. There are no projects currently underway.

1% for the Arts Program

ACTIVITY BUDGET SUMMARY	AMOUNT
Total Expenditures	\$ 5,000
Revenue Offset	(500)
Net Cost (expenditures less revenue)	\$ 4,500

PRIMARY CITY PRIORITY



Economic & cultural vitality

DESCRIPTION

The 1% for the Arts program supports the Economic and Cultural Vitality priority by leveraging the power of the arts to transform the City through creative place-making, which is a pillar of the City’s economic development strategy.


2021 ACCOMPLISHMENTS

- Completed contract for Broadway artwork and bike racks along the Broadway corridor

2022 GOALS & WORK PLAN

CITY PRIORITY	GOAL	WORK PLAN
	Complete installation of artwork on Hoyt Ave	<ul style="list-style-type: none"> Install artistic lighting on Hoyt Avenue after work at the Children’s Museum is complete – estimated for February 2022

PERFORMANCE MEASURES

Workload Measures		2019	2020	2021 Est.	2022 Est.
	# of public art projects integrated into cityscape	2	0	1	1

American Rescue Plan Program (ARP)

ACTIVITY BUDGET SUMMARY	AMOUNT
Total Expenditures	\$ 0
Revenue Offset	(10,462,785)
Net Cost (expenditures less revenue)	\$ (10,462,785)

PRIMARY CITY PRIORITY



Responsive & responsible government

DESCRIPTION


This activity accounts for transactions related to the American Rescue Plan (ARP) funding. The American Rescue Plan Act of 2021 is a \$1.9 trillion economic stimulus bill passed by the 117th United States Congress and signed into law by President on March 11, 2021, to speed up the United States' recovery from the economic and health effects of the COVID-19 pandemic and the ongoing recession. Included in the Act was a provision of \$350 billion to help state, local, and tribal governments bridge budget shortfalls and mitigate the fiscal shock of the pandemic

Projects will likely support multiple City budget priorities; however, at this time it is classified under Responsible and Responsive Government while the City works to develop plans for investing this once-in-a-generation funding.

2021 ACCOMPLISHMENTS

- Purchased 40 Pallet Shelters and one two-stall bathroom unit to house between 40 and 60 chronically homeless individuals
- Initiated Everett Forward Grant Program to provide funding to businesses and eligible applicants with innovative solutions to move Everett’s economy forward

2022 GOALS & WORK PLAN

CITY PRIORITY	GOAL	WORK PLAN
	Complete plans for ARP funding investments	<ul style="list-style-type: none"> • Finish compiling draft list of recommended projects • Incorporate public and Council input into the draft projects list • Present finalized project list to City Council for approval

Shelter Program

ACTIVITY BUDGET SUMMARY	AMOUNT
Total Expenditures	\$ 357,854
Revenue Offset	(357,854)
Net Cost (expenditures less revenue)	\$ 0

PRIMARY CITY PRIORITY




DESCRIPTION

This activity accounts for transactions related to the City’s Shelter program, which provides transitional housing to chronically homeless individuals.

2021 ACCOMPLISHMENTS

- Completed the pallet shelter pilot transitional housing project adjacent to the Gospel Mission, which can house 20 to 30 chronically homeless individuals

2022 GOALS & WORK PLAN

CITY PRIORITY	GOAL	WORK PLAN
	Complete installation of the additional 40 pallet shelters and one two-stall bathroom	<ul style="list-style-type: none"> Identify sites where pallets will be located Incorporate public and Council input into the site selections Prepare sites and install shelters

REVENUE DESCRIPTION

Sources of revenue for this fund, by activity, include:

- PEG Fees - interest earnings on fund balance. The PEG fee charge to the cable company has been suspended until such time as the majority of fund balance is expended.
- Shoreline Public Access - funds collected from developers for projects in the vicinity of the waterfront and interest earnings
- 1% for the Arts Program - a 1% for arts fee collected on the estimated cost of certain City capital projects and interest income
- American Rescue Plan (ARP) Program – the City was allocated a total of \$20,695,570 in ARP funds. The City received the first half of this allocation on May 19, 2021. The second half is anticipated to be received in May of 2022.
- Shelter Program – federal and state grants and contributions from the General Fund

BUDGETED EXPENDITURES

	2020	2021	2021	2021	2022
	Actual	Adopted	As Amended	2021	Proposed
Fund 155 - Gen. Gov't Special Projects		Budget	5/5/2021	Estimate	Budget
Subfund 019 - PEG Fees					
Resources					
Beginning Balance	\$ 993,415	\$ 826,534	\$ 826,534	\$ 962,876	\$ 920,476
Interest Earnings	12,472	11,000	11,000	7,600	10,000
Total Available	\$ 1,005,887	\$ 837,534	\$ 837,534	\$ 970,476	\$ 930,476
Expenditures					
M & O	\$ 36,929	\$ 65,000	\$ 65,000	\$ 45,000	\$ 65,000
Capital Outlay	6,082	135,000	135,000	5,000	135,000
Total Expenditures	\$ 43,011	\$ 200,000	\$ 200,000	\$ 50,000	\$ 200,000
Ending Balance	\$ 962,876	\$ 637,534	\$ 637,534	\$ 920,476	\$ 730,476
Subfund 052 - Shoreline Access					
Resources					
Beginning Balance	\$ 487,222	\$ -	\$ -	\$ 392,497	\$ 395,597
Interest Earnings	5,275	-	-	3,100	4,000
Total Available	\$ 492,497	\$ -	\$ -	\$ 395,597	\$ 399,597
Expenditures					
M & O	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	100,000	-	-	-	-
Total Expenditures	\$ 100,000	\$ -	\$ -	\$ -	\$ -
Ending Balance	\$ 392,497	\$ -	\$ -	\$ 395,597	\$ 399,597
Subfund 200 & 210 - 1% for the Arts					
Resources					
Beginning Balance	\$ -	\$ -	\$ 260,300	\$ 260,457	\$ 6,157
Transfers In	-	-	-	5,000	-
Interest Earnings	-	500	500	1,500	500
Total Available	\$ -	\$ 500	\$ 260,800	\$ 266,957	\$ 6,657
Expenditures					
M & O	\$ -	\$ 500	\$ 260,800	\$ 260,800	\$ 5,000
Transfers Out	-	-	-	-	-
Total Expenditures	\$ -	\$ 500	\$ 260,800	\$ 260,800	\$ 5,000
Ending Balance	\$ -	\$ -	\$ -	\$ 6,157	\$ 1,657

BUDGETED EXPENDITURES - CONTINUED

	2020	2021	2021	2021	2022
Fund 155 - Gen. Gov't Special Projects	Actual	Adopted Budget	As Amended 5/21/2021	Estimate	Proposed Budget
Subfund 300 - CARES Grant - Community Support					
Resources					
Beginning Balance	\$ -	\$ -	\$ -	\$ 3,515	\$ -
Grant Revenue	1,063,640	-	-	-	-
Transfer In	-	-	-	101	-
Total Available	\$ 1,063,640	\$ -	\$ -	\$ 3,616	\$ -
Expenditures					
Grants - Small Business Support	\$ 720,348	\$ -	\$ -	\$ 3,616	\$ -
Grants - Retraining Assistance	74,700	-	-	-	-
Grants - Rental Assistance	265,077	-	-	-	-
Total Expenditures	\$ 1,060,125	\$ -	\$ -	\$ 3,616	\$ -
Ending Balance	\$ 3,515	\$ -	\$ -	\$ -	\$ -
Subfund 310 - American Rescue Plan (ARP)					
Resources					
Beginning Balance	\$ -	\$ -	\$ -	\$ -	\$ 8,888,585
ARP Funds	-	-	-	10,347,785	10,347,785
Interest Earnings	-	-	-	40,800	115,000
Total Available	\$ -	\$ -	\$ -	\$ 10,388,585	\$ 19,351,370
Expenditures					
M & O	\$ -	\$ -	\$ -	\$ 1,500,000	\$ -
Total Expenditures	\$ -	\$ -	\$ -	\$ 1,500,000	\$ -
Ending Balance	\$ -	\$ -	\$ -	\$ 8,888,585	\$ 19,351,370
Subfund 350 - Shelter Program					
Resources					
Beginning Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Grant Revenue	-	-	1,040,149	691,287	357,854
Transfer In	-	-	-	250,000	-
Total Available	\$ -	\$ -	\$ 1,040,149	\$ 941,287	\$ 357,854
Expenditures					
M & O	\$ -	\$ -	\$ 1,040,149	\$ 941,287	\$ 357,854
Total Expenditures	\$ -	\$ -	\$ 1,040,149	\$ 941,287	\$ 357,854
Ending Balance	\$ -	\$ -	\$ -	\$ -	\$ -
2022 Budget Appropriation - Fund 155 Total					\$ 21,045,954

Criminal Justice Fund

FUND 156

OVERVIEW

The Criminal Justice Fund accounts for revenues that are restricted to support criminal justice, legal, and municipal court activities.

ACTIVITIES

Law Enforcement Staff Support

ACTIVITY BUDGET SUMMARY	AMOUNT
Total Expenditures	\$ 2,357,740
Revenue Offset	(2,357,740)
Net Cost (expenditures less revenue)	\$ 0
Budgeted FTEs	0*

PRIMARY CITY PRIORITY



DESCRIPTION

The Law Enforcement Staff Support activity funds police officer positions that promote the Safe Community priority by:

- Providing response to 911 calls
- Reducing criminal activity through crime prevention efforts and preventative strategies
- Conducting investigations targeting sexual offenders
- Providing information to residents regarding registered sex offender releases
- Maintaining record processing systems, staying current, and complying with state and federal data reporting requirements
- Providing safe learning environment and positive mentorship with the middle and high schools through the Police Department School Resource Officer Program

* This activity funds 15.66 FTEs included in Fund 031-Police.

Law Enforcement Special Projects

ACTIVITY BUDGET SUMMARY	AMOUNT
Total Expenditures	\$ 2,371,763
Revenue Offset	(1,086,730)
Net Cost (expenditures less revenue)	\$ 1,285,033
Budgeted FTEs	0

PRIMARY CITY PRIORITY



DESCRIPTION

The Criminal Justice Fund Law Enforcement Special Projects activity accounts for:

- Police mobile data computer replacements and maintenance
- Police emergency radio system replacements and repairs
- Repairs and maintenance of the Police firing range, which is used for training and required qualification purposes
- Body-worn camera program
- Department of Justice federal grants used for purchasing specialized equipment in support of criminal investigations and purchasing personal protective safety supplies and equipment to protect law enforcement staff against the coronavirus while performing work related duties
- Boating safety program, which collects and allocates funds from personal watercraft excise taxes for boating safety education and law enforcement
- Police interlocal training program, which administers coordinated training courses for the Everett Police Department and other local law enforcement agencies
- Narcotics program, which collects and distributes state and federal seizure money for narcotics enforcement. These funds are restricted by the Revised Code of Washington (RCW) and the federal government.
- Citizen Volunteers Against Crime program, which receives funding from private donations
- Special projects funded through private and corporate donation funds, and state and federal grant funds

Criminal Justice/City Prosecutor's Office

ACTIVITY BUDGET SUMMARY	AMOUNT
M&O	\$ 23,500
Interfund Transfer	497,967
Total Expenditures	\$ 521,467
Revenue Offset	(0)
Net Cost (expenditures less revenue)	\$ 521,467
Budgeted FTEs	0*

PRIMARY CITY PRIORITY



DESCRIPTION

The City Prosecutor's Office coordinates the prosecution of all criminal violations of the Everett Municipal Code in an efficient and effective manner that best serves the interests of justice.

* This activity funds 4.75 FTEs included in Fund 003-Legal, Prosecutor's Office.

Municipal Court Probation & Other Court Programs

ACTIVITY BUDGET SUMMARY	AMOUNT
M&O/Capital Outlay	\$ 90,500
Interfund Transfer	247,980
Total Expenditures	\$ 338,480
Revenue Offset	(246,687)
Net Cost (expenditures less revenue)	\$ 91,793
Budgeted FTEs	0*

PRIMARY CITY PRIORITY



DESCRIPTION

This activity provides a mechanism to collect and allocate probation fees, electronic home monitoring fees, trial court improvement funds, and domestic violence penalty assessments in accordance with state legislation.

* This activity funds 1.25 FTEs included in Fund 005-Municipal Court.

REVENUE DESCRIPTION

This fund accounts for the City's share of the Snohomish County imposed one tenth of one-percent sales tax for criminal justice purposes and state-shared criminal justice revenues, which are distributed to cities based primarily on population and/or crime rates.

In addition, the Criminal Justice Fund accounts for the collection and allocation of other restricted funds, such as probation fees, trial court improvement funds, boating registration fees, narcotic seizure funds, criminal justice related grants, and donations.

BUDGETED EXPENDITURES

	2020	2021	2021	2021	2022
	Actual	Adopted	As Amended	2021	Proposed
		Budget	5/5/2021	Estimate	Budget
Fund 156 Criminal Justice Program					
Program 470: Criminal Justice					
Resources					
Beginning Balance	\$ 9,640,774	\$ 9,270,264	\$ 9,270,264	\$ 9,923,504	\$ 9,619,549
1/10th Percent Sales Tax	2,170,906	1,878,125	1,878,125	2,366,288	2,430,177
State Shared Revenue - Special Programs	127,005	131,859	131,859	131,859	142,228
State Shared Revenue - High/Violent Crime	354,276	339,691	339,691	375,960	380,608
DUI/Other Criminal Justice Assistance	17,016	16,900	16,900	18,000	18,000
Interest Earnings	112,297	90,000	90,000	90,000	120,869
Miscellaneous Revenue	2,296	-	-	-	-
Total Available	\$ 12,424,570	\$ 11,726,839	\$ 11,726,839	\$ 12,905,611	\$ 12,711,431
Expenditures					
Patrol Enforcement	\$ 726,602	\$ 912,834	\$ 912,834	\$ 912,834	\$ 959,324
Community Oriented Policing	326,626	360,871	360,871	360,871	375,497
Police Records Specialists	193,917	199,925	199,925	199,925	208,516
Prosecutor's Office	343,766	498,253	498,253	498,253	521,467
School Resource Officer (SRO)	291,072	318,565	318,565	318,565	330,523
Special Assault Unit	352,431	467,034	467,034	467,034	483,880
Mobile Data Computers	20,187	45,000	45,000	45,000	550,000
Police Impound Vehicle Storage	-	11,580	11,580	11,580	-
Radio System Replacements	22,344	50,000	50,000	50,000	50,000
New World Equipment	164	-	-	-	-
Aircard Service	142,776	131,250	131,250	192,000	201,600
Police Firing Range Project	-	-	-	-	545,000
Police Boathouse	75,000	80,000	80,000	80,000	-
Body Wear Camera Pilot Project	6,181	400,000	400,000	150,000	345,000
Total Expenditures	\$ 2,501,066	\$ 3,475,312	\$ 3,475,312	\$ 3,286,062	\$ 4,570,807
Ending Balance	\$ 9,923,504	\$ 8,251,527	\$ 8,251,527	\$ 9,619,549	\$ 8,140,624
2022 Budget Appropriation - Criminal Justice Program					\$ 12,711,431

BUDGETED EXPENDITURES - CONTINUED

	2020	2021	2021	2021	2022
	Actual	Adopted	As Amended	2021	Proposed
Fund 156 Police Special Projects		Budget	5/5/2021	Estimate	Budget
Program 015: Legislative Impact Assistance					
Resources					
Beginning Balance	\$ -	\$ -	\$ -	\$ -	\$ 454,183
State Legislative Impact Assistance	-	-	-	452,983	-
Interest Earnings	-	-	-	1,200	2,500
Total Available	\$ -	\$ -	\$ -	\$ 454,183	\$ 456,683
Expenditures					
M & O	\$ -	\$ -	\$ -	\$ -	\$ 220,000
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ 220,000
Ending Balance	\$ -	\$ -	\$ -	\$ 454,183	\$ 236,683
Program 025: Streets Initiative Flex Fund					
Resources					
Beginning Balance	\$ 29,581	\$ 38,093	\$ 38,093	\$ 37,310	\$ 27,810
Interest Earnings	680	850	850	500	500
Donations	7,056	8,000	8,000	10,000	8,000
Total Available	\$ 37,317	\$ 46,943	\$ 46,943	\$ 47,810	\$ 36,310
Expenditures					
M & O	\$ 7	\$ 46,943	\$ 46,943	\$ 20,000	\$ 36,310
Total Expenditures	\$ 7	\$ 46,943	\$ 46,943	\$ 20,000	\$ 36,310
Ending Balance	\$ 37,310	\$ -	\$ -	\$ 27,810	\$ -
Program 026: First Responder Flex Fund					
Resources					
Beginning Balance	\$ (2,145)	\$ -	\$ -	\$ (2,593)	\$ -
Donations	10,609	20,000	20,000	19,430	20,000
Total Available	\$ 8,464	\$ 20,000	\$ 20,000	\$ 16,837	\$ 20,000
Expenditures					
M & O	\$ 11,057	\$ 20,000	\$ 20,000	\$ 16,837	\$ 20,000
Total Expenditures	\$ 11,057	\$ 20,000	\$ 20,000	\$ 16,837	\$ 20,000
Ending Balance	\$ (2,593)	\$ -	\$ -	\$ -	\$ -
Program 027: Youth Outreach Fund					
Resources					
Beginning Balance	\$ 1,721	\$ 2,781	\$ 2,781	\$ 2,641	\$ -
Interest Earnings	29	-	-	23	-
Donations	1,440	2,000	2,000	2,000	2,000
Total Available	\$ 3,190	\$ 4,781	\$ 4,781	\$ 4,664	\$ 2,000
Expenditures					
M & O	\$ 549	\$ 4,781	\$ 4,781	\$ 4,664	\$ 2,000
Total Expenditures	\$ 549	\$ 4,781	\$ 4,781	\$ 4,664	\$ 2,000
Ending Balance	\$ 2,641	\$ -	\$ -	\$ -	\$ -

BUDGETED EXPENDITURES - CONTINUED

	2020	2021	2021	2021	2022
	Actual	Adopted	As Amended	2021	Proposed
Fund 156 Police Special Projects (Cont)		Budget	5/5/2021	Estimate	Budget
Program 028: Human Services Housing					
Resources					
Beginning Balance	\$ -	\$ -	\$ -	\$ (4,134)	\$ -
Grant Revenue	13,194	-	-	86,805	-
Total Available	\$ 13,194	\$ -	\$ -	\$ 82,671	\$ -
Expenditures					
M & O	\$ 17,328	\$ -	\$ -	\$ 82,671	\$ -
Total Expenditures	\$ 17,328	\$ -	\$ -	\$ 82,671	\$ -
Ending Balance	\$ (4,134)	\$ -	\$ -	\$ -	\$ -
Program 030: Seniors Against Crime					
Resources					
Beginning Balance	\$ 6,067	\$ 5,762	\$ 5,762	\$ 5,896	\$ -
Interest Earnings	79	140	140	40	10
Private Contributions	420	1,500	1,500	500	1,000
Total Available	\$ 6,566	\$ 7,402	\$ 7,402	\$ 6,436	\$ 1,010
Expenditures					
M & O	\$ 670	\$ 7,402	\$ 7,402	\$ 6,436	\$ 1,010
Total Expenditures	\$ 670	\$ 7,402	\$ 7,402	\$ 6,436	\$ 1,010
Ending Balance	\$ 5,896	\$ -	\$ -	\$ -	\$ -
Program 033: Crime Prevention					
Resources					
Beginning Balance	\$ 8,314	\$ 8,435	\$ 8,435	\$ 8,420	\$ 8,485
Interest Earnings	106	130	130	65	100
Total Available	\$ 8,420	\$ 8,565	\$ 8,565	\$ 8,485	\$ 8,585
Expenditures					
M & O	\$ -	\$ 8,565	\$ 8,565	\$ -	\$ 8,585
Total Expenditures	\$ -	\$ 8,565	\$ 8,565	\$ -	\$ 8,585
Ending Balance	\$ 8,420	\$ -	\$ -	\$ 8,485	\$ -
Program 041: Police Training-Interlocal					
Resources					
Beginning Balance	\$ 28,701	\$ 22,401	\$ 22,401	\$ 29,580	\$ 19,030
Tuition Charges	10,800	9,200	9,200	9,200	9,200
Interest Earnings	317	500	500	250	300
Total Available	\$ 39,818	\$ 32,101	\$ 32,101	\$ 39,030	\$ 28,530
Expenditures					
M & O	\$ 10,238	\$ 32,101	\$ 32,101	\$ 20,000	\$ 28,530
Total Expenditures	\$ 10,238	\$ 32,101	\$ 32,101	\$ 20,000	\$ 28,530
Ending Balance	\$ 29,580	\$ -	\$ -	\$ 19,030	\$ -

BUDGETED EXPENDITURES - CONTINUED

	2020	2021	2021	2021	2022
	Actual	Adopted	As Amended	2021	Proposed
Fund 156 Police Special Projects (Cont)		Budget	5/5/2021	Estimate	Budget
Program 042: Police Misc Special Proj					
Resources					
Beginning Balance	\$ 2,055	\$ -	\$ -	\$ 2,618	\$ -
Grant Revenue	5,208	-	-	8,997	10,000
Miscellaneous Revenue	28,872	-	-	500	-
Interest Earnings	106	-	-	20	100
Total Available	\$ 36,241	\$ -	\$ -	\$ 12,135	\$ 10,100
Expenditures					
M & O	\$ 33,623	\$ -	\$ -	\$ 12,135	\$ 10,100
Total Expenditures	\$ 33,623	\$ -	\$ -	\$ 12,135	\$ 10,100
Ending Balance	\$ 2,618	\$ -	\$ -	\$ -	\$ -
Program 046: Boating Safety					
Resources					
Beginning Balance	\$ 145,426	\$ 83,296	\$ 83,296	\$ 99,476	\$ 31,467
Vessel Registration Fees	66,520	70,000	70,000	68,165	70,000
Interest Earnings	1,595	2,200	2,200	980	750
Total Available	\$ 213,541	\$ 155,496	\$ 155,496	\$ 168,621	\$ 102,217
Expenditures					
M & O	\$ 15,361	\$ 40,000	\$ 117,154	\$ 67,154	\$ 40,000
Capital Outlay	75,000	-	-	50,000	-
Transfer Out to Fund 002	23,704	20,000	20,000	20,000	20,000
Total Expenditures	\$ 114,065	\$ 60,000	\$ 137,154	\$ 137,154	\$ 60,000
Ending Balance	\$ 99,476	\$ 95,496	\$ 18,342	\$ 31,467	\$ 42,217
Program 067: 2020 DOJ CESF Grant					
Resources					
Beginning Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Grant Revenue	14,598	-	132,101	132,101	-
Total Available	\$ 14,598	\$ -	\$ 132,101	\$ 132,101	\$ -
Expenditures					
M & O	\$ 14,598	\$ -	\$ 132,101	\$ 132,101	\$ -
Total Expenditures	\$ 14,598	\$ -	\$ 132,101	\$ 132,101	\$ -
Ending Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Prog 068: 2020 Edward Byrne JAG Grant					
Resources					
Beginning Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Grant Revenue	-	-	39,943	39,943	-
Total Available	\$ -	\$ -	\$ 39,943	\$ 39,943	\$ -
Expenditures					
M & O	\$ -	\$ -	\$ 39,943	\$ 39,943	\$ -
Total Expenditures	\$ -	\$ -	\$ 39,943	\$ 39,943	\$ -
Ending Balance	\$ -	\$ -	\$ -	\$ -	\$ -

BUDGETED EXPENDITURES - CONTINUED

	2020	2021	2021	2021	2022
Fund 156 Police Special Projects (Cont)	Actual	Adopted Budget	As Amended 5/5/2021	Estimate	Proposed Budget
Prog 069: 2020 COPS Grant					
Resources					
Beginning Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Grant Revenue	-	-	-	54,965	122,608
Total Available	\$ -	\$ -	\$ -	\$ 54,965	\$ 122,608
Expenditures					
Transfer Out to Fund 002	\$ -	\$ -	\$ -	54,965	122,608
Total Expenditures	\$ -	\$ -	\$ -	\$ 54,965	\$ 122,608
Ending Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Prog 070: FY 2017 Port Security Program					
Resources					
Beginning Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Grant Revenue	-	-	81,462	81,462	-
Total Available	\$ -	\$ -	\$ 81,462	\$ 81,462	\$ -
Expenditures					
M & O	\$ -	\$ -	81,462	81,462	\$ -
Total Expenditures	\$ -	\$ -	\$ 81,462	\$ 81,462	\$ -
Ending Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Program 240: Narcotics					
Resources					
Beginning Balance	\$ 456,985	\$ 463,537	\$ 463,537	\$ 421,185	\$ 365,770
Intergovernmental Revenue	-	-	-	1,385	-
Interest Earnings	5,645	7,000	7,000	3,200	3,000
Total Available	\$ 462,630	\$ 470,537	\$ 470,537	\$ 425,770	\$ 368,770
Expenditures					
M & O	\$ 41,445	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000
Total Expenditures	\$ 41,445	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000
Ending Balance	\$ 421,185	\$ 410,537	\$ 410,537	\$ 365,770	\$ 308,770
Program 241: Narcotics/Law Enforcement					
Resources					
Beginning Balance	\$ 227,172	\$ 230,672	\$ 230,672	\$ 230,058	\$ 221,858
Interest Earnings	2,886	4,000	4,000	1,800	1,500
Total Available	\$ 230,058	\$ 234,672	\$ 234,672	\$ 231,858	\$ 223,358
Expenditures					
M & O	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000
Total Expenditures	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000
Ending Balance	\$ 230,058	\$ 234,672	\$ 234,672	\$ 221,858	\$ 213,358
Program 701: Registered Sex Offender Grant					
Resources					
Beginning Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Grant Revenue	101,000	101,000	101,000	101,000	101,000
Interest Earnings	25	400	400	20	20
Total Available	\$ 101,025	\$ 101,400	\$ 101,400	\$ 101,020	\$ 101,020
Expenditures					
M & O	\$ 101,025	\$ 101,400	\$ 101,400	\$ 101,020	\$ 101,020
Total Expenditures	\$ 101,025	\$ 101,400	\$ 101,400	\$ 101,020	\$ 101,020
Ending Balance	\$ -	\$ -	\$ -	\$ -	\$ -
2022 Budget Appropriation - Police Special Projects					\$ 1,024,508

BUDGETED EXPENDITURES - CONTINUED

	2020	2021	2021	2021	2022
	Actual	Adopted	As Amended	2021	Proposed
Fund 156 Criminal Justice/Courts		Budget	5/5/2021	Estimate	Budget
Program 500: Probation					
Resources					
Beginning Balance	\$ 24,129	\$ 34,438	\$ 34,438	\$ 38,655	\$ 2,515
Probation/EHD Fees	219,852	243,358	243,358	190,279	193,502
Interest Earnings	137	224	224	85	31
Transfers In	61,871	63,000	63,000	59,900	61,230
Total Available	\$ 305,989	\$ 341,020	\$ 341,020	\$ 288,919	\$ 257,278
Expenditures					
M & O	\$ 68,302	\$ 65,500	\$ 65,500	\$ 65,500	\$ 65,500
Transfer Out to Fund 002	199,032	220,904	220,904	220,904	186,750
Total Expenditures	\$ 267,334	\$ 286,404	\$ 286,404	\$ 286,404	\$ 252,250
Ending Balance	\$ 38,655	\$ 54,616	\$ 54,616	\$ 2,515	\$ 5,028
Program 510: DV Penalty Assessments					
Resources					
Beginning Balance	\$ 40,613	\$ 44,713	\$ 44,713	\$ 43,962	\$ 47,327
DV Assessments	4,662	6,000	6,000	6,000	6,000
Interest Earnings	537	600	600	365	365
Transfers-in from 002	-	-	-	-	-
Total Available	\$ 45,812	\$ 51,313	\$ 51,313	\$ 50,327	\$ 53,692
Expenditures					
M & O	\$ 1,850	\$ 20,000	\$ 20,000	\$ 3,000	\$ 20,000
Capital Outlay	-	-	-	-	-
Transfer Out to Fund 002	-	-	-	-	-
Total Expenditures	\$ 1,850	\$ 20,000	\$ 20,000	\$ 3,000	\$ 20,000
Ending Balance	\$ 43,962	\$ 31,313	\$ 31,313	\$ 47,327	\$ 33,692
Program 520: Trial Court Improvements					
Resources					
Beginning Balance	\$ 149,706	\$ 110,503	\$ 110,503	\$ 135,173	\$ 96,622
Trial Court Improvements	45,340	45,340	45,340	45,308	45,340
Interest Earnings	1,998	1,041	1,041	1,041	1,449
Total Available	\$ 197,044	\$ 156,884	\$ 156,884	\$ 181,522	\$ 143,411
Expenditures					
M & O	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay	-	25,000	25,000	25,000	5,000
Transfer Out	61,871	63,000	63,000	59,900	61,230
Total Expenditures	\$ 61,871	\$ 88,000	\$ 88,000	\$ 84,900	\$ 66,230
Ending Balance	\$ 135,173	\$ 68,884	\$ 68,884	\$ 96,622	\$ 77,181
2022 Budget Appropriation - Court Programs					\$ 454,381
2022 Budget Appropriation - Fund 156 Total					\$ 14,647,003

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Traffic Mitigation

FUND 157

OVERVIEW

The Traffic Mitigation Fund accounts for traffic mitigation payments. These funds are restricted for the mitigation of transportation system impacts resulting from development.

ACTIVITY

Traffic Mitigation

ACTIVITY BUDGET SUMMARY	AMOUNT
Total Expenditures	\$ 4,465,000
Revenue Offset	(796,900)
Net Cost (expenditures less revenue)	\$ 3,668,100
Budgeted FTEs	0.0

PRIMARY CITY PRIORITY




DESCRIPTION

This activity accounts for traffic mitigation payments and ensures they are spent on projects that mitigate cumulative transportation system impacts resulting from development in the City and surrounding areas, in accordance with the City’s adopted transportation policy.

2021 ACCOMPLISHMENTS

- Provided matching funds for the Edgewater Creek Bridge Replacement Project

PERFORMANCE MEASURES

WORKLOAD MEASURE	2019	2020	2021 EST.	2022 EST.
 # of capital projects supported	4	2	1	2

REVENUE DESCRIPTION

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

BUDGETED EXPENDITURES

	2020	2021	2021	2021	2022
	Actual	Adopted	As Amended	Estimate	Proposed
Fund 157 Traffic Mitigation Fund		Budget	5/5/2021		Budget
Resources					
Beginning Balance	\$ 6,535,102	\$ 5,742,549	\$ 5,742,549	\$ 5,514,649	\$ 4,596,564
Charges For Services	735,515	365,400	365,400	690,945	750,000
Interest Income	75,447	45,940	45,940	40,970	46,900
Total Available	\$ 7,346,064	\$ 6,153,889	\$ 6,153,889	\$ 6,246,564	\$ 5,393,464
Expenditures					
Transfers Out	\$ 1,831,415	\$ 2,390,000	\$ 2,390,000	\$ 1,650,000	\$ 4,465,000
Total Expenditures	\$ 1,831,415	\$ 2,390,000	\$ 2,390,000	\$ 1,650,000	\$ 4,465,000
Ending Balance	\$ 5,514,649	\$ 3,763,889	\$ 3,763,889	\$ 4,596,564	\$ 928,464
2022 Budget Appropriation					\$ 5,393,464

Transportation Benefit District

FUND 159

OVERVIEW

The Transportation Benefit District (TBD) Fund provides a mechanism to account for the \$20.00 vehicle license fee. TBD revenues may be used for transportation improvements included in a local, regional, or state transportation plan (RCW 36.73.015(6)). Improvements can range from roads to sidewalks to transportation demand management. Construction, maintenance, and operation costs are eligible.

ACTIVITY

TBD

ACTIVITY BUDGET SUMMARY	AMOUNT
Total Expenditures	\$ 1,550,000
Revenue Offset	(1,572,511)
Net Cost (expenditures less revenue)	\$ (22,511)
Budgeted FTEs	0.0

PRIMARY CITY PRIORITY



DESCRIPTION

The 2022 expenditure budget of \$1,550,000 will be used to fund a portion of the City’s street overlay program.

REVENUE DESCRIPTION

The sources of revenue for this fund are a \$20.00 vehicle license fee and interest income.

BUDGETED EXPENDITURES

	2020	2021	2021	2021	2022
	Actual	Adopted Budget	As Amended 5/5/2021	Estimate	Proposed Budget
Fund 159: Transportation Benefit District					
Resources					
Beginning Balance	\$ 870,875	\$ 1,790,875	\$ 1,790,875	\$ 1,906,628	\$ 1,916,628
TBD Vehicle Registration Fees	1,623,666	1,550,000	1,550,000	1,550,000	1,550,000
Interest Earnings	12,087	10,000	10,000	10,000	22,511
Total Available	\$ 2,506,628	\$ 3,350,875	\$ 3,350,875	\$ 3,466,628	\$ 3,489,139
Expenditures					
Transfers Out (for overlay)	\$ 600,000	\$ 1,550,000	\$ 1,550,000	\$ 1,550,000	\$ 1,550,000
M & O	-	-	-	-	-
Total Expenditures	\$ 600,000	\$ 1,550,000	\$ 1,550,000	\$ 1,550,000	\$ 1,550,000
Ending Balance	\$ 1,906,628	\$ 1,800,875	\$ 1,800,875	\$ 1,916,628	\$ 1,939,139
2022 Budget Appropriation					\$ 3,489,139

Contingency Reserve - Rainy Day Fund FUND 160

OVERVIEW

The Rainy Day Fund is a reserve for extraordinary unforeseen and unbudgeted expenses.

ACTIVITIES

Rainy Day Fund Reserve

ACTIVITY BUDGET SUMMARY	AMOUNT
Total Expenditures	\$ 0
Revenue Offset	0
Net Cost (expenditures less revenue)	\$ 0
Budgeted FTEs	0.0

PRIMARY CITY PRIORITY



Responsive & responsible government

DESCRIPTION

This activity maintains a reserve for emergencies and contingent liabilities. The fund balance is limited to 37.5 cents per \$1,000 of assessed property value per RCS 35.33.145. Administration recommendation and Council supermajority approval is required to appropriate funds for expenditure.

REVENUE DESCRIPTION

Sources of revenue for this fund include periodic contributions from the General Government.

BUDGETED EXPENDITURES

	2020	2021	2021	2021	2022
	Actual	Adopted Budget	As Amended 5/5/2021	Estimate	Proposed Budget
Fund 160: Rainy Day Fund					
Resources					
Beginning Balance	\$ 4,508,945	\$ 4,508,945	\$ 4,508,945	\$ 4,508,945	\$ 4,386,272
General Government Contribution	-	-	-	-	-
Total Available	\$ 4,508,945	\$ 4,508,945	\$ 4,508,945	\$ 4,508,945	\$ 4,386,272
Expenditures					
Transfers Out	\$ -	\$ 750,000	\$ 750,000	\$ 122,673	\$ -
Total Expenditures	\$ -	\$ 750,000	\$ 750,000	\$ 122,673	\$ -
Ending Balance	\$ 4,508,945	\$ 3,758,945	\$ 3,758,945	\$ 4,386,272	\$ 4,386,272
2022 Budget Appropriation					\$ 4,386,272

Capital Improvement Reserve

FUND 162

OVERVIEW

The Capital Improvement Reserve fund accounts for three of the City's general government capital improvement programs (CIP) -- CIPs 1, 2, and 4. These programs provide a mechanism to segregate financial resources dedicated for general government capital projects and provide a tool to better manage the funds. A description of the projects funded through these programs can be found in the Capital section of this document.

ACTIVITIES

Capital Improvement Program 1

ACTIVITY BUDGET SUMMARY	AMOUNT
M&O/Capital Outlay	\$ 0
Total Expenditures	0
Net Cost (expenditures less revenue)	\$ 0

PRIMARY CITY PRIORITY



Economic &
cultural vitality

DESCRIPTION

This activity accumulates General Government funding for major repairs, renovations, and replacements of existing General Government buildings and facilities and maintains a cash flow model to estimate the timing and amount of funds needed for these projects.

Capital Improvement Program 2

ACTIVITY BUDGET SUMMARY	AMOUNT
Debt Service	\$ 3,482,940
Intergovernmental Expenditures	500,000
Revenue Offset	0
Net Cost (expenditures less revenue)	\$ 3,982,940

PRIMARY CITY PRIORITY



Economic &
cultural vitality

DESCRIPTION

CIP 2 tracks the collection and use of the first quarter of one percent real estate excise tax and provides a reserve for future debt service requirements of capital projects completed through this program. The 2022 budget provides funding for the debt service requirements of the 2014 Floating Rate LTGO Bonds for the arena land and

event center; a portion of the 2012 LTGO bonds for the Conference Center; and \$500,000 to the Public Facilities District for debt support.

Capital Improvement Program 4

ACTIVITY BUDGET SUMMARY	AMOUNT
M&O/Capital Outlay	\$ 0
Total Expenditures	0
Net Cost (expenditures less revenue)	\$ 0
Budgeted FTEs	0.0

PRIMARY CITY PRIORITY



Economic &
cultural vitality

DESCRIPTION

CIP 4 accumulates funding for major renovations, expansions, and new facilities. A cash flow model is maintained to estimate the timing and amount of funds needed for capital improvements.

REVENUE DESCRIPTION

- CIP 1 sources of funding include general fund contributions and interest earnings.
- CIP 2 sources of funding include the first quarter of one percent Real Estate Excise Tax, general fund contributions, and interest earnings.
- CIP 4 sources of funding may include but are not limited to rental income, general fund contributions, and interest earnings.

BUDGETED EXPENDITURES

	2020	2021	2021	2021	2022
	Actual	Adopted	As Amended	2021	Proposed
Fund 162: Capital Reserve		Budget	5/5/2021	Estimate	Budget
Program 001: CIP 1					
Resources					
Beginning Balance	\$ 7,155,489	\$ 6,702,264	\$ 7,802,264	\$ 10,590,188	\$ 11,131,658
Interest Earnings	96,001	43,410	43,410	43,410	133,548
Intergovernmental Revenue - GEMT	816,530	-	-	1,218,340	-
Transfers In	3,680,004	2,900,000	2,900,000	1,000,000	3,000,000
Miscellaneous Revenue	400,000	-	-	-	-
Total Available	\$ 12,148,024	\$ 9,645,674	\$ 10,745,674	\$ 12,851,938	\$ 14,265,206
Expenditures					
Transfers Out	\$ 1,557,836	\$ -	\$ 1,230,280	\$ 1,720,280	\$ -
Total Expenditures	\$ 1,557,836	\$ -	\$ 1,230,280	\$ 1,720,280	\$ -
Ending Balance	\$ 10,590,188	\$ 9,645,674	\$ 9,515,394	\$ 11,131,658	\$ 14,265,206
Program 002: CIP 2					
Resources					
Beginning Balance	\$ 12,413,011	\$ 11,674,816	\$ 11,674,816	\$ 11,785,716	\$ 11,291,172
Real Estate Excise Tax	2,622,853	2,200,000	2,200,000	3,150,000	3,000,000
Transfers In	800,000	800,000	800,000	800,000	800,000
Miscellaneous Revenue	-	-	-	-	-
Interest Earnings	155,503	95,946	95,946	95,946	144,231
Total Available	\$ 15,991,367	\$ 14,770,762	\$ 14,770,762	\$ 15,831,662	\$ 15,235,403
Expenditures					
Intergovernmental Payments	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
Professional Services	20,900	-	-	-	-
Transfers Out - Debt Service	3,684,751	4,040,490	4,040,490	4,040,490	3,482,940
Total Expenditures	\$ 4,205,651	\$ 4,540,490	\$ 4,540,490	\$ 4,540,490	\$ 3,982,940
Ending Balance	\$ 11,785,716	\$ 10,230,272	\$ 10,230,272	\$ 11,291,172	\$ 11,252,463
Program 004: CIP 4					
Resources					
Beginning Balance	\$ 5,332,263	\$ 4,562,707	\$ 4,562,707	\$ 2,947,830	\$ 3,175,754
LIFT - Sales Tax	182,062	-	-	-	-
South Precinct Rental	172,914	173,320	173,320	173,320	178,520
Other Rental Income	47,824	54,604	54,604	54,604	56,242
Interest Earnings	-	-	-	-	-
Proceeds from Sale of Land	-	-	-	-	-
Transfers In	271,642	-	-	-	-
Total Available	\$ 6,006,705	\$ 4,790,631	\$ 4,790,631	\$ 3,175,754	\$ 3,410,516
Expenditures					
M & O	\$ 583,875	\$ -	\$ -	\$ -	\$ -
Transfers Out	2,475,000	-	-	-	-
Total Expenditures	\$ 3,058,875	\$ -	\$ -	\$ -	\$ -
Ending Balance	\$ 2,947,830	\$ 4,790,631	\$ 4,790,631	\$ 3,175,754	\$ 3,410,516
2022 Budget Appropriation - Fund 162					\$ 32,911,125

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Affordable and Supportive Housing

FUND 171

OVERVIEW

The Affordable and Supportive Housing fund accounts for the collection and distribution of a 0.0073% credit against state sales tax revenue.

ACTIVITIES

Affordable and Supportive Housing

ACTIVITY BUDGET SUMMARY	AMOUNT
Total Expenditures	\$ 400,000
Revenue Offset	(201,500)
Net Cost (expenditures less revenue)	\$ 198,500
Budgeted FTEs	0.0

PRIMARY CITY PRIORITY



DESCRIPTION

The Affordable and Supportive Housing fund accounts for the state sales tax credit. These funds are restricted for acquiring, rehabilitating, or constructing affordable housing or facilities that provide supportive housing services under RCW 71.24.385; or providing funding for the operation and maintenance of new units of affordable or supportive housing.

BUDGETED EXPENDITURES

	2020	2021	2021	2021	2022
	Actual	Adopted Budget	As Amended 5/5/2021	Estimate	Proposed Budget
Fund 171: Affordable & Supportive Housing Sales Tax					
Resources					
Beginning Balance	\$ -	\$ -	\$ -	\$ 173,189	\$ 374,489
Affordable & Supportive Housing Sales Tax	172,922	-	-	200,000	200,000
Interest Earnings	267	-	-	1,300	1,500
Total Available	\$ 173,189	\$ -	\$ -	\$ 374,489	\$ 575,989
Expenditures					
M & O	\$ -	\$ -	\$ -	\$ -	\$ 400,000
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ 400,000
Ending Cash & Loans Receivable	\$ 173,189	\$ -	\$ -	\$ 374,489	\$ 175,989
2022 Budget Appropriation					\$ 575,989

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Community Housing Improvement Program

FUND 197

OVERVIEW

The Community Housing Improvement Program (CHIP) supports a number of housing activities for low- and moderate-income households, including housing rehabilitation, building rehabilitation, and housing development for the City of Everett. The program preserves and improves Everett's housing stock, enhances the neighborhood environment, and in some cases, helps low-income homeowners to remain in their homes where they might otherwise be displaced. The program also assists with public facilities and housing rehabilitation projects for non-profit agencies.

ACTIVITY

CHIP, Housing, and Community Development Projects

ACTIVITY BUDGET SUMMARY	AMOUNT
Labor	\$ 321,610
M&O/Loan Program Expenditures	1,049,639
Total Expenditures	\$ 1,371,249
Revenue Offset	(1,557,822)
Net Cost (expenditures less revenue)	\$ (186,573)
Budgeted FTEs	2.55



PRIMARY CITY PRIORITY



2021 ACCOMPLISHMENTS



- Funded rehabilitation of six owner-occupied projects totaling \$250,553
- Provided assistance to Dawson Place rehabilitation project
- Held work sessions for program improvement in response to COVID-19 and the changing housing landscape

2022 GOALS & WORK PLAN

CITY PRIORITY	GOAL	WORK PLAN
	Focus program community outreach on underserved populations	<ul style="list-style-type: none"> Implement affirmative marketing plan with specific strategies intended to target organizations and communities through their existing communication systems Implement communication best practices for harder to reach community members and groups
	Implement identified program innovations and efficiencies	<ul style="list-style-type: none"> Rebalance staff tasks to ensure highest productivity and to enable inspectors to conduct more projects Update program practices and procedures as identified in 2021 program review

PERFORMANCE MEASURES

PROCESS AND RESULTS MEASURES	TARGET	2019	2020	2021 EST.	2022 EST.
Number of findings or management letters in the Single Audit from the State Auditor’s Office	None	None	None	None	None

WORKLOAD MEASURES	TARGET	2019	2020	2021 EST.	2022 EST.
 # of non-profit loans for property renovations serving low-income citizens and/or tenants	2	0	0	1	0
 # of rehabilitation loan projects managed	10	8	1	6	10

POSITION SUMMARY

POSITION TITLE	FTE	POSITION TITLE	FTE
Community Housing Improvement Inspector	2.0	Administrative Assistant	0.55

REVENUE DESCRIPTION

Sources of revenue for this fund include:

- Funds from the US Department of Housing and Community Development
- HOME Investment Partnership federal grant funds received through Snohomish County on a reimbursement basis. Per interlocal agreement, the City receives 21 percent of the County’s HOME allocation from HUD.
- Affordable Housing Trust funds from the County through an interlocal agreement based on the 2060 AHTF surcharge collected from real estate documents recorded for property transactions in Everett
- Repayments from previous loans

THREE-YEAR PERSONNEL TABLE

OCCUPATION CODE	TITLE	2020	2021	2022
6155	Housing Improvement Inspector	2.0	2.0	2.00
6301	Administrative Assistant	0.5	0.55	0.55
	TOTAL FTEs	2.5	2.55	2.55

BUDGET CHANGES

This schedule includes labor changes from the 2021 Original Budget to the 2022 Proposed Budget. It may also include specific changes to M&O or capital outlay. It excludes labor cost changes related to cost-of-living, step increases, employee benefits, most position upgrades or reclasses, and routine adjustments to M&O.

FTE	Item	Labor Amount	M & O Amount	Total
	None			\$ -
0.0	Total	\$ -	\$ -	\$ -

BUDGETED EXPENDITURES

	2020 Actual	2021 Adopted Budget	2021 As Amended 5/5/2021	2021 Estimate	2022 Proposed Budget
Fund 197: CHIP Loan Program					
Resources					
Beginning Cash & Loans Receivable	\$ 14,103,867	\$ 14,135,366	\$ 14,135,366	\$ 14,082,976	\$ 14,207,399
Grant Revenue	494,252	2,330,126	2,330,126	1,015,364	1,541,364
Interest Earnings	16,936	10,850	10,850	16,030	12,458
Miscellaneous	3,372	1,000	1,000	4,300	4,000
Total Available	\$ 14,618,427	\$ 16,477,342	\$ 16,477,342	\$ 15,118,670	\$ 15,765,221
Expenditures					
Loan Program Expenditures	\$ 181,312	\$ 1,953,726	\$ 1,953,726	\$ 553,643	\$ 995,364
Salaries & Benefits	305,323	311,241	311,241	311,156	321,610
M & O	48,816	56,040	56,912	46,472	54,275
Total Expenditures	\$ 535,451	\$ 2,321,007	\$ 2,321,879	\$ 911,271	\$ 1,371,249
Ending Cash & Loans Receivable	\$ 14,082,976	\$ 14,156,335	\$ 14,155,463	\$ 14,207,399	\$ 14,393,972
2022 Budget Appropriation					\$ 15,765,221

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Community Development Block Grant Program

FUND 198

OVERVIEW

The Community Development Block Grant fund (CDBG) deploys a federal grant received through the US Department of Housing and Urban Development (HUD) and administered by the Community Development Division. Grants are awarded to agencies for projects and programs providing decent and fair housing and living environments, and economic opportunities for low- and moderate-income residents in Everett to meet national and local priorities and objectives, including ending homelessness.

ACTIVITY

Community Development Block Grant Program

ACTIVITY BUDGET SUMMARY	AMOUNT
Labor	\$ 162,515
M&O/Capital Outlay	1,053,729
Total Expenditures	\$ 1,216,244
Revenue Offset	(1,789,570)
Net Cost (expenditures less revenue)	\$ (573,326)
Budgeted FTEs	1.32

PRIMARY CITY PRIORITY



DESCRIPTION



The Community Development division administers and manages grant subrecipients to ensure HUD requirements are met. Each year the Housing and Community Development Citizens Advisory Committee recommends a funding distribution package to City Council based on a competitive application process.

In 2022, the Community Development Block Grant Program will be in the third year of the updated five-year spending plan, based on the needs as determined by the community through engagement activities conducted in 2019, 2020, and 2021. The division also manages HOME Investment Partnership funds received as part of a consortium with Snohomish County and Marysville, 2060 Affordable Housing Trust Funds, and coordinates with community partners.

2021 ACCOMPLISHMENTS

- Provided grants and loans in the amount of \$715,000 to 13 housing and community development projects and programs, and conducted subrecipient monitoring compliance activities
- Provided additional emergency grants to 11 housing assistance and food services organizations in response to the COVID-19
- Implemented and launched a grant management software system, Amplifund, and created process improvements through shifting hard copy/paper processes to electronic systems

2022 GOALS & WORK PLAN

CITY PRIORITY	GOAL	WORK PLAN
	Complete 2022 Annual Action Plan	<ul style="list-style-type: none"> Conduct public engagement activities & application round Respond to additional CARES and CDBG COVID-19 relief as needed Monitor subrecipients of grants and loans
	Continue to implement and test grant management software to manage Community Development division grant funding	<ul style="list-style-type: none"> Continue to test and address issues with Human Needs applications and awards in system Implement federal and state applications and awards for 2023 program year Use reporting functions for end of year reporting to Citizen Advisory Committee

PERFORMANCE MEASURES

PROCESS AND RESULTS MEASURES	TARGET	2019	2020	2021 EST.	2022 EST.
Number of findings or management letters in the Single Audit from the State Auditor’s Office	None	None	One	None	None

WORKLOAD MEASURES		TARGET	2019	2020	2021 EST.	2022 EST.
	Housing and capital facility projects	9	5	7	7	7
	Public service programs (housing and social services)	14	15	63	12	7
	Housing and food security programs in response to COVID-19	2	0	10	5	2

POSITION SUMMARY

POSITION TITLE	FTE	POSITION TITLE	FTE
Community Development Specialist	.60	Program Manager, Housing & Community Development	.60
Administrative Assistant	.12		

REVENUE DESCRIPTION

Sources of revenue include:

- Funds from the US Department of Housing and Community Development
- HOME Investment Partnership federal grant funds received through Snohomish County on a reimbursement basis. Per interlocal agreement, the City receives 21 percent of the County's HOME allocation from HUD.
- Affordable Housing Trust funds from the County through an interlocal agreement based on the 2060 AHTF surcharge collected from real estate documents recorded for property transactions in Everett
- Repayments from previous loans

THREE-YEAR PERSONNEL TABLE

OCCUPATION CODE	TITLE	2020	2021	2022
6151	Community Development Specialist	0.80	0.90	0.60
6152	Program Manager, Housing & Community Development	0.75	0.80	0.60
6301	Administrative Assistant	0.00	0.12	0.12
	TOTAL FTEs	1.55	1.82	1.32

BUDGET CHANGES

This schedule includes labor changes from the 2021 Original Budget to the 2022 Proposed Budget. It may also include specific changes to M&O or capital outlay. It excludes labor cost changes related to cost-of-living, step increases, employee benefits, most position upgrades or reclasses, and routine adjustments to M&O.

FTE	Item	Labor Amount	M & O Amount	Total
-0.30	Transfer 0.30 Community Development Specialist to Community Development	\$ (35,928)	\$ -	\$ (35,928)
-0.20	Transfer 0.20 Housing & Community Development Program Manager to Community Development	(27,486)		(27,486)
-0.50	Total	\$ (63,414)	\$ -	\$ (63,414)

BUDGETED EXPENDITURES

	2020 Actual	2021	2021	2021	2022
		Adopted Budget	As Amended 5/5/2021	2021 Estimate	Proposed Budget
Fund 198: Community Dev. Block Grant					
Resources					
Beginning Cash & Loans Receivable	\$ 806,140	\$ 806,139	\$ 806,139	\$ 1,315,800	\$ 2,110,007
Grant Revenue	1,492,712	1,042,432	1,042,432	1,692,024	1,789,520
Misc Revenue	238	-	-	668	50
Total Available	\$ 2,299,090	\$ 1,848,571	\$ 1,848,571	\$ 3,008,492	\$ 3,899,577
Expenditures					
Salaries & Benefits	\$ 211,971	\$ 239,424	\$ 239,424	\$ 164,635	\$ 162,515
M & O	26,869	3,600	3,600	3,000	3,600
Operating Grants	724,340	778,168	778,168	715,000	1,033,373
Interfund Services & Charges	20,110	12,250	12,782	15,850	16,756
Total Expenditures	\$ 983,290	\$ 1,033,442	\$ 1,033,974	\$ 898,485	\$ 1,216,244
Ending Cash & Loans Receivable	\$ 1,315,800	\$ 815,129	\$ 814,597	\$ 2,110,007	\$ 2,683,333
2022 Budget Appropriation					\$ 3,899,577