
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	\$ 2,911,342
Revenue Offset	0
Net Cost (expenditures less revenue)	\$ 2,911,342

PRIMARY CITY PRIORITY



Safe
community

DESCRIPTION

- Accounts for the replacement of public safety vehicles and equipment

Parks Vehicles & Equipment Replacement

ACTIVITY BUDGET SUMMARY	AMOUNT
Total Expenditures	\$ 220,000
Revenue Offset	0
Net Cost (expenditures less revenue)	\$ 220,000

PRIMARY CITY PRIORITY



Economic &
cultural vitality

DESCRIPTION

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

Facilities Vehicles & Equipment Replacement

ACTIVITY BUDGET SUMMARY	AMOUNT
Total Expenditures	\$ 45,000
Revenue Offset	0
Net Cost (expenditures less revenue)	\$ 45,000

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	\$ 170,000
Revenue Offset	0
Net Cost (expenditures less revenue)	\$ 170,000

PRIMARY CITY PRIORITY



Housing, transportation & infrastructure

DESCRIPTION

- Accounts for 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 surplus General Government vehicles and equipment.

BUDGETED EXPENDITURES

	2021	2022	2022	2022	2023
	Actual	Adopted Budget	As Amended 4/13/2022	Estimate	Proposed Budget
Fund 126: Motor Vehicle/Equip. Repl.					
Program 126: General Gov Vehicle Repl.					
Resources					
Beginning Balance	\$ 4,850,047	\$ 4,545,560	\$ 5,893,285	\$ 6,366,182	\$ 2,877,489
Contribution from General Fund	2,502,528	2,649,101	2,649,101	2,649,101	2,313,193
Sale of Capital Assets	103,643	60,000	60,000	60,000	60,000
Interest Earnings	47,040	44,810	44,810	65,000	45,000
Other Miscellaneous	123	-	-	-	-
Total Available	\$ 7,503,381	\$ 7,299,471	\$ 8,647,196	\$ 9,140,283	\$ 5,295,682
Expenditures					
Engineering Vehicle Replacement	\$ 321,936	\$ 300,000	\$ 300,000	\$ 300,950	\$ 170,000
Police Vehicle Replacement	685,307	983,000	1,693,497	1,696,028	830,000
Fire Vehicle Replacement	28,386	1,660,000	2,062,940	2,479,240	2,081,342
Facilities Vehicle Replacement	712	115,000	189,288	189,288	45,000
Parks Vehicle Replacement	100,728	410,000	570,000	587,288	220,000
Streets Vehicle Replacement	130	760,000	760,000	760,000	-
Unanticipated Replacements/Misc.	-	250,000	250,000	250,000	250,000
Total Expenditures	\$ 1,137,199	\$ 4,478,000	\$ 5,825,725	\$ 6,262,794	\$ 3,596,342
Ending Balance	\$ 6,366,182	\$ 2,821,471	\$ 2,821,471	\$ 2,877,489	\$ 1,699,340
2023 Budget Appropriation - Fund 126					\$ 5,295,682

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Development & Construction Permit Fees

FUND 130

OVERVIEW

The Development & Construction Permit Fees fund accounts for the collection and distribution of fees associated with the development of real property and construction permits. RCW 82.02.020 allows cities to collect reasonable fees from an applicant for a permit or other governmental approval to cover the cost to the City of processing applications, inspecting and reviewing plans, or preparing detailed statements relating to state environmental policy.

ACTIVITIES

Development & Construction Permit Fees

ACTIVITY BUDGET SUMMARY	AMOUNT
Total Expenditures	\$ 4,230,813
Revenue Offset	(4,230,813)
Net Cost (expenditures less revenue)	\$ 0
Budgeted FTEs	0.0

PRIMARY CITY PRIORITY



Economic &
cultural vitality

DESCRIPTION

- Accumulates funding to support the Community, Planning and Economic Development Department and Permit Services Division activities relating to land use and construction permits
- Funds will be transferred to the General Fund periodically to cover actual costs of land use and permit services

REVENUE DESCRIPTION

Revenues include land use and permit fees.

BUDGETED EXPENDITURES

	2021	2022	2022	2022	2023
	Actual	Adopted	As Amended	2022	Proposed
Fund 130: Development & Construction Permit Fees		Budget	4/13/2022	Estimate	Budget
Resources					
Beginning Balance					\$ -
Development & Construction Permit Fees					4,230,813
Total Available	\$ -	\$ -	\$ -	\$ -	\$ 4,230,813
Expenditures					
Transfer Out					\$ 4,230,813
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ 4,230,813
Ending Balance	\$ -	\$ -	\$ -	\$ -	\$ -
2023 Budget Appropriation					\$ 4,230,813

Hotel/Motel 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	\$ 795,000
Revenue Offset	(730,800)
Net Cost (expenditures less revenue)	\$ 64,200
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 Angle of the Winds Arena
- Annual appropriations are limited to prior year revenues, unless otherwise directed by City Council

REVENUE DESCRIPTION

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

BUDGETED EXPENDITURES

	2022		2022	2022	2023
	2021	Adopted	As Amended	2022	Proposed
Fund 138: Lodging Tax	Actual	Budget	4/13/2022	Estimate	Budget
Resources					
Beginning Balance	\$ 434,256	\$ 422,821	\$ 422,821	\$ 512,821	\$ 798,521
Lodging Tax	520,814	525,000	525,000	700,000	725,000
Interest Earnings	2,410	5,200	5,200	5,400	5,500
Miscellaneous	305	290	290	300	300
Total Available	\$ 957,785	\$ 953,311	\$ 953,311	\$ 1,218,521	\$ 1,529,321
Expenditures					
Tourism Promotion	\$ 145,809	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
Project & Events	199,155	170,000	170,000	170,000	545,000
Events Center	100,000	100,000	100,000	100,000	100,000
Total Expenditures	\$ 444,964	\$ 420,000	\$ 420,000	\$ 420,000	\$ 795,000
Ending Balance	\$ 512,821	\$ 533,311	\$ 533,311	\$ 798,521	\$ 734,321
2023 Budget Appropriation					\$ 1,529,321

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	180,850
Total Expenditures	\$ 180,850
Revenue Offset	(330,000)
Net Cost (expenditures less revenue)	\$ (149,150)
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.

2023 GOALS & WORK PLAN

CITY PRIORITY	GOAL	WORK PLAN
	Surplus excess City-owned properties	<ul style="list-style-type: none"> Continue working with the City’s 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	(290,000)
Net Cost (expenditures less revenue)	\$ (290,000)
Budgeted FTEs	0.0

PRIMARY CITY PRIORITY




Housing,
transportation
& infrastructure

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.

2023 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 with a rapid flashing beacon on East Marine View Dr. at Summit and at 10th linking Jackson Park to East Marine View Dr. sidewalk 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 fifty percent of the proceeds from the sale of City property, rights-of-way leases, vacations of City property, per Resolution 5083, and interest earnings.

BUDGETED EXPENDITURES

	2021	2022	2022	2022	2023
	Actual	Adopted Budget	As Amended 4/13/2022	Estimate	Proposed Budget
Fund 145: Cum Resv/Real Prop. Acq.					
Program 000: Real Property Acquisition					
Resources					
Beginning Balance	\$ 560,698	\$ 1,205,298	\$ 1,205,298	\$ 1,671,608	\$ 1,562,020
Grant Revenue	181,185	-	-	-	-
Interest Earnings	11,649	14,000	14,000	14,000	14,000
Right of Way Fees	43,676	40,700	40,700	40,000	40,000
Miscellaneous	7,382	1,000	1,000	-	1,000
Proceeds from Street and Alley Vacations	903,850	25,000	25,000	-	275,000
Total Available	\$ 1,708,440	\$ 1,285,998	\$ 1,285,998	\$ 1,725,608	\$ 1,892,020
Expenditures					
M & O	\$ 36,832	\$ 163,588	\$ 163,588	\$ 163,588	\$ 180,850
Total Expenditures	\$ 36,832	\$ 163,588	\$ 163,588	\$ 163,588	\$ 180,850
Ending Balance	\$ 1,671,608	\$ 1,122,410	\$ 1,122,410	\$ 1,562,020	\$ 1,711,170
Program 010: Street and Alley Vacation					
Resources					
Beginning Balance	\$ 1,314,065	\$ 1,274,065	\$ 2,139,065	\$ 2,230,482	\$ 1,380,482
Interest Earnings	12,917	15,000	15,000	15,000	15,000
Proceeds from Street and Alley Vacations	903,500	25,000	25,000	-	275,000
Total Available	\$ 2,230,482	\$ 1,314,065	\$ 2,179,065	\$ 2,245,482	\$ 1,670,482
Expenditures					
Transfers Out for Capital Outlay	\$ -	\$ -	\$ 865,000	\$ 865,000	\$ -
Total Expenditures	\$ -	\$ -	\$ 865,000	\$ 865,000	\$ -
Ending Balance	\$ 2,230,482	\$ 1,314,065	\$ 1,314,065	\$ 1,380,482	\$ 1,670,482
2023 Budget Appropriation-Fund 145 Total					\$ 3,562,502

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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	2,166,832
Total Expenditures	\$ 2,166,832
Revenue Offset	(514,200)
Net Cost (expenditures less revenue)	\$ 1,652,632
Budgeted FTEs	0.0

PRIMARY CITY PRIORITY




Responsive &
responsible
government

2022 ACCOMPLISHMENTS

- Completed the Main Library lighting project--converting florescent lights to LED lights throughout the facility
- Completed gutter repair and replacement at Fire Station #4
- Completed water intrusion repairs at the Everett Municipal Building

2023 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 guide 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

	2021	2022	2022	2022	2023
	Actual	Adopted	As Amended	2022	Proposed
Fund 146: Property Management		Budget	4/13/2022	Estimate	Budget
Program 001: Culmback Building					
Resources					
Beginning Balance	\$ 47,479	\$ 18,629	\$ 18,629	\$ 25,170	\$ 9,426
Interest Earnings	295	150	150	150	150
Transfers In	-	12,000	12,000	12,000	40,000
Total Available	\$ 47,774	\$ 30,779	\$ 30,779	\$ 37,320	\$ 49,576
Expenditures					
M & O	\$ 8,620	\$ 15,000	\$ 15,000	\$ 15,000	\$ 13,700
Repairs & Maintenance	6,388	5,000	5,000	5,000	5,000
Interfund Services & Charges	7,596	7,894	7,894	7,894	8,155
Total Expenditures	\$ 22,604	\$ 27,894	\$ 27,894	\$ 27,894	\$ 26,855
Ending Balance	\$ 25,170	\$ 2,885	\$ 2,885	\$ 9,426	\$ 22,721
Program 002: Everett Municipal Building					
Resources					
Beginning Balance	\$ 458,249	\$ 401,990	\$ 401,990	\$ 465,584	\$ 451,324
Facilities Lease	484,825	208,780	208,780	485,200	270,200
Parking	58,572	64,200	64,200	64,000	64,000
Interest Earnings	3,136	4,000	4,000	4,000	4,000
Transfers In	150,000	250,000	250,000	250,000	400,000
Miscellaneous Revenue	251	-	-	-	-
Total Available	\$ 1,155,033	\$ 928,970	\$ 928,970	\$ 1,268,784	\$ 1,189,524
Expenditures					
M & O	\$ 213,022	\$ 243,500	\$ 243,500	\$ 243,500	\$ 243,000
Repairs & Maintenance	61,719	100,000	100,000	100,000	100,000
Interfund Services & Charges	414,708	473,960	473,960	473,960	387,637
Total Expenditures	\$ 689,449	\$ 817,460	\$ 817,460	\$ 817,460	\$ 730,637
Ending Balance	\$ 465,584	\$ 111,510	\$ 111,510	\$ 451,324	\$ 458,887

BUDGETED EXPENDITURES - CONTINUED

	2021 Actual	2022 Adopted Budget	2022 As Amended 4/13/2022	2022 Estimate	2023 Proposed Budget
Fund 146: Property Management					
Program 005: South Precinct Building					
Resources					
Beginning Balance	\$ 192,148	\$ 200,130	\$ 200,130	\$ 283,979	\$ 357,826
Facilities Lease	180,395	180,000	180,000	180,000	180,000
Interest Earnings	1,867	2,400	2,400	2,400	2,200
Transfers In	325,008	265,000	265,000	265,000	270,000
Total Available	\$ 699,418	\$ 647,530	\$ 647,530	\$ 731,379	\$ 810,026
Expenditures					
M & O	\$ 158,167	\$ 193,000	\$ 193,000	\$ 193,000	\$ 194,000
Repairs & Maintenance	24,148	50,000	50,000	50,000	30,000
Interfund Services & Charges	233,124	130,553	130,553	130,553	154,340
Total Expenditures	\$ 415,439	\$ 373,553	\$ 373,553	\$ 373,553	\$ 378,340
Ending Balance	\$ 283,979	\$ 273,977	\$ 273,977	\$ 357,826	\$ 431,686
Program 007: General Gov't Buildings					
Resources					
Beginning Balance	\$ 547,262	\$ 727,739	\$ 727,739	\$ 1,163,943	\$ 1,119,425
Interest Earnings	7,198	8,000	8,000	8,000	8,000
Transfers In	999,996	1,000,000	1,000,000	1,000,000	1,000,000
Total Available	\$ 1,554,456	\$ 1,735,739	\$ 1,735,739	\$ 2,171,943	\$ 2,127,425
Expenditures					
M & O	\$ 27,264	\$ 216,104	\$ 216,104	\$ 216,104	\$ 24,000
Repairs & Maintenance	363,249	836,414	836,414	836,414	1,007,000
Total Expenditures	\$ 390,513	\$ 1,052,518	\$ 1,052,518	\$ 1,052,518	\$ 1,031,000
Ending Balance	\$ 1,163,943	\$ 683,221	\$ 683,221	\$ 1,119,425	\$ 1,096,425
2023 Budget Appropriation - Fund 146 Total					\$ 4,176,551

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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	\$ 0
Total Expenditures	\$ 0
Revenue Offset	(465)
Net Revenue(expenditures less revenue)	\$ (465)

PRIMARY CITY PRIORITY



Economic &
cultural vitality

DESCRIPTION

The Maintenance Reserve accounts for funds designated for use at the boat launch, softball fields, and soccer fields.

2022 ACCOMPLISHMENTS

- Completed the renovation of Rotary Park parking lot, repairs to the existing boat launch, and replacement of the floating dock.

Park Impact Fees

ACTIVITY BUDGET SUMMARY	AMOUNT
M&O/Capital Outlay	\$ 0
Total Expenditures	\$ 0
Revenue Offset	(2,025,450)
Net Revenue (expenditures less revenue)	\$ (2,025,450)

PRIMARY CITY PRIORITY



Economic &
cultural vitality


DESCRIPTION

The Park Impact Fees fund 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.

2022 ACCOMPLISHMENTS

- Included in the PROS plan work was the development of the new Park Impact Fees for the City of Everett. Park impact fees will help pay for park improvements related to growth. Fees will start at 50% in September 2022, with full fees to be implemented in June 2023.

2023 GOALS & WORK PLAN

CITY PRIORITY	GOAL	WORK PLAN
	Enhance recreational opportunities for Everett residents	Accumulate Park Impact Fee revenue for future new park development and new amenities

Deckman/Madison Morgan Property

ACTIVITY BUDGET SUMMARY	AMOUNT
M&O/Capital Outlay	\$ 9,500
Total Expenditures	\$ 9,500
Revenue Offset	(18,400)
Net Revenue (expenditures less revenue)	\$ (8,900)

PRIMARY CITY PRIORITY



Economic & cultural vitality

DESCRIPTION

The Deckman/Madison Morgan Property fund 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.

2022 ACCOMPLISHMENTS

- Maintained the structures on the property

CEMEX Property

ACTIVITY BUDGET SUMMARY	AMOUNT
M&O/Capital Outlay	\$ 5,500
Total Expenditures	\$ 5,500
Revenue Offset	(361,600)
Net Revenue (expenditures less revenue)	\$ (356,100)

PRIMARY CITY PRIORITY



Economic & cultural vitality

DESCRIPTION

The CEMEX Property fund 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.

2022 ACCOMPLISHMENTS

- Paid the final installment of \$250,000 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)

Capital Project Reserve

ACTIVITY BUDGET SUMMARY	AMOUNT
M&O/Capital Outlay	\$ 0
Total Expenditures	\$ 0
Revenue Offset	(1,450)
Net Revenue (expenditures less revenue)	\$ (1,450)

PRIMARY CITY PRIORITY

Economic &
cultural vitality

DESCRIPTION

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

2022 ACCOMPLISHMENTS

- Completed the new 0.85-acre Lowell Riverfront Off Leash Dog Park, along with new picnic tables and benches.

Other Reserves for Parks

ACTIVITY BUDGET SUMMARY	AMOUNT
M&O/Capital Outlay	\$ 10,000
Total Expenditures	\$ 10,000
Revenue Offset	(12,705)
Net Revenue (expenditures less revenue)	\$ (2,705)

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 ACCOMPLISHMENTS

- YMCA agreement completed to award scholarships to qualified Everett residents for swim lessons

2023 GOALS & WORK PLAN

CITY PRIORITY	GOAL	WORK PLAN
	Award scholarships to qualified recipients for YMCA swim lessons	<ul style="list-style-type: none"> • Review applications and determine eligibility • Award up to \$10,000 in scholarships by end of 2023

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

	2021	2022	2022	2022	2023
	Actual	Adopted	As Amended	2022	Proposed
Fund 148 - Parks Reserve		Budget	4/13/2022	Estimate	Budget
Program 001 - Maintenance Reserve (boat launch, softball & soccer fields)					
Resources					
Beginning Balance	\$ 107,795	\$ 108,509	\$ 108,509	\$ 107,979	\$ 26,536
Interest Earnings	184	815	815	950	465
Total Available	\$ 107,979	\$ 109,324	\$ 109,324	\$ 108,929	\$ 27,001
Expenditures					
Capital Outlay	\$ -	\$ 8,000	\$ 8,000		\$ -
Transfers Out	-	82,393	82,393	82,393	-
Total Expenditures	\$ -	\$ 90,393	\$ 90,393	\$ 82,393	\$ -
Ending Balance	\$ 107,979	\$ 18,931	\$ 18,931	\$ 26,536	\$ 27,001
Program 007 - Capital Project Reserve					
Resources					
Beginning Balance	\$ 145,566	\$ 31,786	\$ 31,786	\$ 167,114	\$ 83,905
Grant Revenue	80,000	-	-		
Interest Earnings	1,086	320	320	325	1,450
Total Available	\$ 226,652	\$ 32,106	\$ 32,106	\$ 167,439	\$ 85,355
Expenditures					
Capital Outlay	\$ 59,538	\$ -	\$ -	\$ 83,534	\$ -
Total Expenditures	\$ 59,538	\$ -	\$ -	\$ 83,534	\$ -
Ending Balance	\$ 167,114	\$ 32,106	\$ 32,106	\$ 83,905	\$ 85,355
Program 029 - Park Impact Fees					
Resources					
Beginning Balance	\$ 60,423	\$ 60,931	\$ 60,931	\$ 60,905	\$ 562,315
Park Impact Fees	-	-	-	500,000	2,000,000
Interest Earnings	482	557	557	1,410	25,450
Total Available	\$ 60,905	\$ 61,488	\$ 61,488	\$ 562,315	\$ 2,587,765
Expenditures					
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Balance	\$ 60,905	\$ 61,488	\$ 61,488	\$ 562,315	\$ 2,587,765

BUDGETED EXPENDITURES - CONTINUED

	2021	2022	2022	2022	2023
	Actual	Adopted	As Amended	2022	Proposed
Fund 148 - Parks Reserve		Budget	4/13/2022	Estimate	Budget
Program 322 - Deckman Property					
Resources					
Beginning Balance	\$ 17,146	\$ 11,980	\$ 11,980	\$ 13,555	\$ 8,095
Interest Earnings	121	314	314	140	400
Housing Rental Revenue	-	16,200	16,200	-	18,000
Total Available	\$ 17,267	\$ 28,494	\$ 28,494	\$ 13,695	\$ 26,495
Expenditures					
M & O	\$ 3,712	\$ 9,200	\$ 9,200	\$ 5,600	\$ 9,500
Total Expenditures	\$ 3,712	\$ 9,200	\$ 9,200	\$ 5,600	\$ 9,500
Ending Balance	\$ 13,555	\$ 19,294	\$ 19,294	\$ 8,095	\$ 16,995
Program 323- Cemex Property					
Resources					
Beginning Balance	\$ 451,558	\$ 895,583	\$ 895,583	\$ 768,750	\$ 838,950
Interest Earnings	6,241	6,795	6,795	9,900	14,600
YMCA Swim Admission Revenue	14,123	21,500	21,500	20,500	22,000
Fill Royalty Revenue	398,831	525,000	525,000	295,000	325,000
Donation	400,000	400,000	400,000	-	-
Total Available	\$ 1,270,753	\$ 1,848,878	\$ 1,848,878	\$ 1,094,150	\$ 1,200,550
Expenditures					
M & O	\$ 2,003	\$ 4,500	\$ 4,500	\$ 5,200	\$ 5,500
YMCA Access Payment	500,000	500,000	500,000	250,000	-
Total Expenditures	\$ 502,003	\$ 504,500	\$ 504,500	\$ 255,200	\$ 5,500
Ending Balance	\$ 768,750	\$ 1,344,378	\$ 1,344,378	\$ 838,950	\$ 1,195,050
Other Park Reserves					
Resources					
Beginning Balance	\$ 146,616	\$ 147,494	\$ 147,494	\$ 147,896	\$ 148,329
Interest Earnings	1,179	1,225	1,225	1,920	2,605
Donation	99	500	500	-	10,000
Miscellaneous	26	150	150	45	100
Total Available	\$ 147,920	\$ 149,369	\$ 149,369	\$ 149,861	\$ 161,034
Expenditures					
Scholarship Awards	\$ 24	\$ 1,000	\$ 1,000	\$ 1,532	\$ 10,000
Total Expenditures	\$ 24	\$ 1,000	\$ 1,000	\$ 1,532	\$ 10,000
Ending Balance	\$ 147,896	\$ 148,369	\$ 148,369	\$ 148,329	\$ 151,034
2023 Budget Appropriation - Fund 148 Total					\$ 4,088,200

Senior Center Reserve

FUND 149

OVERVIEW

The Senior Center Reserve provides funding to support membership scholarships and table tennis supplies for the contracted management of the Senior Center.

ACTIVITY

Reserve Administration

ACTIVITY BUDGET SUMMARY	AMOUNT
M&O/Capital Outlay	\$ 4,000
Total Expenditures	\$ 4,000
Revenue Offset	(9,050)
Net Revenue (expenditures less revenue)	\$ (5,050)

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. Contract payments will be made from the General Fund out of Non-Departmental Fund 009.

The expenses planned for 2023 include \$2,000 from the Table Tennis subfund, and \$2,000 from the Scholarship subfund. These subfunds will be used to reimburse VOA for low-income scholarship membership and table tennis supply expenses until the funds are depleted.

REVENUE DESCRIPTION

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

BUDGETED EXPENDITURES

	2021 Actual	2022 Adopted Budget	2022 As Amended 4/13/2022	2022 Estimate	2023 Proposed Budget
Fund 149: Senior Center Reserve					
Resources					
Beginning Balance	\$ 520,644	\$ 405,819	\$ 405,819	\$ 520,760	\$ 522,975
Interest Earnings	4,271	6,087	6,087	6,200	9,050
Private Contributions	307	-	-	15	-
Miscellaneous Revenue	99	-	-	-	-
Total Available	\$ 525,321	\$ 411,906	\$ 411,906	\$ 526,975	\$ 532,025
Expenditures					
M & O	\$ 4,561	\$ -	\$ -	\$ 4,000	\$ 4,000
Total Expenditures	\$ 4,561	\$ -	\$ -	\$ 4,000	\$ 4,000
Ending Balance	\$ 520,760	\$ 411,906	\$ 411,906	\$ 522,975	\$ 528,025
2023 Budget Appropriation					\$ 532,025

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, supplies, and other services 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	\$ 241,463
Total Expenditures	\$ 241,463
Revenue Offset	(293,499)
Net Revenue (expenditures less revenue)	\$ (52,036)

PRIMARY CITY PRIORITY



Responsive &
responsible
government

2022 ACCOMPLISHMENTS

- Launched a new online donation platform, including an option for monthly giving
- Received a grant to expand public veterinary services for partner animal welfare organizations and income-restricted pet owners

REVENUE DESCRIPTION

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

BUDGETED EXPENDITURES

	2021	2022	2022	2022	2023
	Actual	Adopted Budget	As Amended 4/13/2022	Estimate	Proposed Budget
Fund 151: Fund for Animals					
Resources					
Beginning Balance	\$ 532,273	\$ 591,704	\$ 591,704	\$ 674,423	\$ 850,254
Charges for Services/Merchandise	552	2,000	2,000	629	850
Interest Earnings	4,725	7,924	7,924	9,817	16,113
Private Contributions	272,284	250,000	308,000	350,000	275,000
Other Miscellaneous	1,537	1,530	1,530	1,536	1,536
Total Available	\$ 811,371	\$ 853,158	\$ 911,158	\$ 1,036,405	\$ 1,143,753
Expenditures					
M & O	\$ 136,948	\$ 177,008	\$ 262,758	\$ 149,776	\$ 199,823
Transfer Out	-	-	-	36,375	41,640
Total Expenditures	\$ 136,948	\$ 177,008	\$ 262,758	\$ 186,151	\$ 241,463
Ending Balance	\$ 674,423	\$ 676,150	\$ 648,400	\$ 850,254	\$ 902,290
2023 Budget Appropriation - Fund 151					\$ 1,143,753

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	\$ 100,412
Total Expenditures	\$ 100,412
Revenue Offset	(75,900)
Net Cost (expenditures less revenue)	\$ 24,512

PRIMARY CITY PRIORITY



Engaged &
informed
community

2022 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 and hybrid environment, many of the programs included take-home kits to create a meaningful and engaging experience. 2022 highlights included support for an all-ages Tiny Art program, follow-along cooking classes, Youth Go Paint Day, jewelry-making classes and a program on Trailblazing Black Women of Washington State.
- Provided funding for the One Everett One Book community reading program featuring author Reem Assil
- Provided funding for an intensive Leadership Team development and team-building series led by a third-party consultant.

REVENUE DESCRIPTION

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

BUDGETED EXPENDITURES

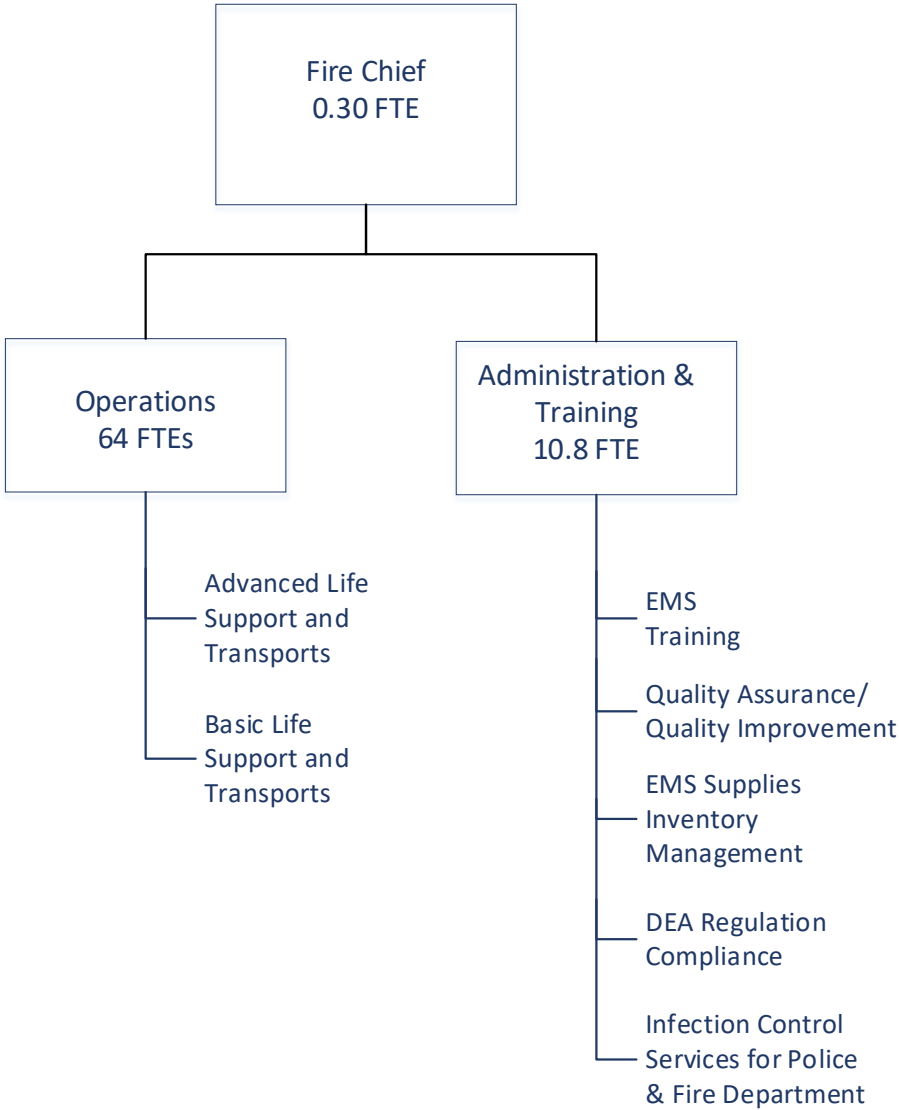
	2021	2022	2022	2022	2023
	Actual	Adopted	As Amended	2022	Proposed
Fund 152: Cumulative Rsv/Library		Budget	4/13/2022	Estimate	Budget
Resources					
Beginning Balance	\$ 474,907	\$ 451,708	\$ 472,584	\$ 421,600	\$ 453,695
Charges for Services/Merchandise	610	1,800	1,800	1,000	1,200
Interest Earnings	3,613	5,500	5,500	4,700	4,000
Rentals	-	5,000	5,000	1,800	3,000
Private Contributions	17,633	60,350	60,350	143,721	62,700
Book Sale Proceeds	-	8,000	8,000	3,000	5,000
Total Available	\$ 496,763	\$ 532,358	\$ 553,234	\$ 575,821	\$ 529,595
Expenditures					
M & O	\$ 63,645	\$ 69,250	\$ 168,841	\$ 115,126	\$ 86,683
Books/Other Materials	11,518	13,807	13,807	7,000	13,729
Total Expenditures	\$ 75,163	\$ 83,057	\$ 182,648	\$ 122,126	\$ 100,412
Ending Balance	\$ 421,600	\$ 449,301	\$ 370,586	\$ 453,695	\$ 429,183
2023 Budget Appropriation - Fund 152					\$ 529,595

Emergency Medical Services

FUND 153

OVERVIEW

The Emergency Medical Services Division 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. The Emergency Medical Services Department provides training for new and incumbent EMS providers.



ACTIVITIES

EMS – Administration and Training

ACTIVITY BUDGET SUMMARY	AMOUNT
Labor	\$ 1,365,758
M&O/Capital Outlay	410,584
Total Expenditures	\$ 1,776,342
Revenue Offset	0
Net Cost (expenditures less revenue)	\$ 1,776,342
Budgeted FTEs	11.1

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

2022 ACCOMPLISHMENTS



- Partnered with Snohomish County agencies to implement a new ongoing training and education program (OTEP) and a new quality assurance (QA) program
- Conducted a scene of violence full-scale exercise in support of Sound Transit's Federal Railroad Association requirement
- Completed a multi-year plan to standardize transport apparatus and equipment to facilitate a seamless transition between front-line and reserve apparatus
- EMS Division personnel attended certification training intended to increase the Division's capability to comply with federal law regarding patient privacy and billing
-

2023 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

CITY PRIORITY	GOAL	WORK PLAN
	Partner with Snohomish County EMS to create new training content to match the new ongoing training and education program (OTEP) for medical skills maintenance	<ul style="list-style-type: none"> Allocate the current 11 OTEP assignments to individual agencies based on size and expertise 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 five LifePack 15s (monitor and defibrillator) Add tactical vests, helmets, and multi-casualty incident triage kits to all reserve units

PERFORMANCE MEASURES

PROCESS AND RESULTS MEASURES		TARGET*	2020	2021	2022 EST.	2023 EST.
	% time blood glucose checks in potential stroke patients are conducted	90%	86%	90%	90%	90%
	% time aspirin is administered to potential heart attacks patients	90%	82%	79%	88%	88%

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

WORKLOAD MEASURES		2020	2021	2022 EST.	2023 EST.
	Number of externally initiated quality assurance reports (QARs)**	10	8	10	14

**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	1.3	Office Specialist	1.3
Project Coordinator	0.5	Fire & EMS Analyst	0.5
Fire Apparatus/Equipment Mechanic	0.3	Fleet Service Technician	0.3
Maintenance Mechanic	0.3	Accounting Technician	0.2

EMS – Operations

ACTIVITY BUDGET SUMMARY	AMOUNT
Labor	\$ 13,747,041
M&O/Capital Outlay	3,116,333
Total Expenditures	\$ 16,863,374
Revenue Offset	(18,391,736)
Net Cost (expenditures less revenue)	\$ (1,528,362)
Budgeted FTEs	64.0

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 operations with shift supervision by Medical Service Officers
- Performing daily quality assurance or EMS reports and completion



2022 ACCOMPLISHMENTS

- Completed initial evaluation and approval of citizen entered AEDs into the PulsePoint AED Registry
- Implemented new or updated patient care protocols including pain management and medication dosage regimens based on distance from the destination treatment facility
- Used UAS equipment to support rescue operations of a hypothermic patient on the Snohomish River
- Completed outfitting of all front-line apparatus with ballistic personal protective equipment


2023 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 a 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 its 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	2020	2021	2022 EST.	2023 EST.
	% of time that response turnout was one minute or less (NFPA 1710)	90%	16%	14.6%	20%	20%
	Cardiac arrest survival rates (measured using the standardized and internationally recognized Utstein criteria and methodology*)	60%	43%	44.4%	50%	50%

*The 2021 Utstein survival rate for Snohomish County was 36.2%, for Washington it was 36.8%, and nationally the number was 29.0%.

WORKLOAD MEASURES		2020	2021	2022 EST.	2023 EST.
	Emergency Medical Services responses	18,328	20,735	21,000	21,500

POSITION SUMMARY

POSITION TITLE	FTE	POSITION TITLE	FTE
Firefighter Paramedic	34.0	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	2021	2022	2023
2145	Fire Apparatus/Equip. Mechanic	0.3	0.3	0.3
2200	Firefighter EMT	30.0	30.0	30.0
2230	Firefighter Paramedic	30.0	30.0	34.0
2250	Medical Services Officer	4.0	4.0	4.0
2251	Division Chief	1.3	1.3	1.3
2310	Accounting Technician	0.2	0.2	0.2
2370	Maintenance Mechanic	0.3	0.3	0.3
2400	Office Specialist	1.3	1.3	1.3
3690	Fleet Service Technician	0.3	0.3	0.3
6251	Assistant Fire Chief	0.8	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	1.3
6308	Project Coordinator	0.5	0.5	0.5
TOTAL FTES		70.1	70.1	75.1

BUDGET CHANGES

This schedule includes labor changes from the 2022 Original Budget to the 2023 Proposed 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
4.0	Add four Paramedics	\$ 599,075		\$ 599,075
1.0	Add Administrative Assistant position	96,600		96,600
	Increase Overtime	554,150		554,150
	Decrease Differential labor budget	(68,000)		(68,000)
	Increase Deferred Compensation	121,400		121,400
	Increase Uniform budget	35,900		35,900
5.0	Total	\$ 1,339,125	\$ -	\$ 1,339,125

BUDGETED EXPENDITURES

Fund 153 Emergency Medical Svcs	2021	2022	2022	2022	2023
	Actual	Adopted Budget	As Amended 4/13/2022	2022 Estimate	Proposed Budget
Resources					
Beginning Balance	\$ 9,069,133	\$ 10,135,396	\$ 10,166,751	\$ 9,069,133	\$ 12,671,971
Property Tax	9,445,561	9,668,867	9,668,867	9,668,867	9,826,658
Grant Revenue	1,356,565	1,250	1,250	1,260	1,653,995
Service Charges - ALS/BLS	1,602,326	1,400,000	1,400,000	1,434,393	1,528,905
Service Charges - Other	190,064	217,799	217,799	222,912	220,845
Interest Earnings	74,429	40,000	40,000	124,194	-
Intergovernmental Revenue	4,873,359	4,386,022	4,386,022	6,293,131	5,143,358
Miscellaneous Revenue	357,714	287,035	287,035	30,578	17,975
Transfer In	4,150	-	-	-	-
Total Available	\$ 26,973,301	\$ 26,136,369	\$ 26,167,724	\$ 26,844,468	\$ 31,063,707
Expenditures					
Salaries & Benefits	\$ 11,936,172	\$ 12,490,077	\$ 12,658,032	\$ 11,691,477	\$ 15,112,799
M & O	1,186,881	1,101,648	1,101,648	1,087,970	1,250,223
Capital Outlay	1,057,535	127,012	127,012	127,012	130,000
Interfund Services & Charges	543,586	791,618	791,618	711,636	1,078,481
Intergovernmental Charges	536,900	554,402	554,402	554,402	1,068,213
Total Expenditures	\$ 15,261,074	\$ 15,064,757	\$ 15,232,712	\$ 14,172,497	\$ 18,639,716
Ending Balance	\$ 11,712,227	\$ 11,071,612	\$ 10,935,012	\$ 12,671,971	\$ 12,423,991
2023 Budget Appropriation - Fund 153					\$ 31,063,707

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	\$ 113,142
Total Expenditures	\$ 113,142
Net Cost (expenditures less revenue)	\$ 113,142
Budgeted FTEs	0.0

PRIMARY CITY PRIORITY



Housing, 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 enacted 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

	2021	2022	2022	2022	2023
	Actual	Adopted Budget	As Amended 4/13/2022	Estimate	Proposed Budget
Fund 154: Real Estate Excise Tax					
Resources					
Beginning Balance	\$ 5,621,523	\$ 4,932,264	\$ 7,430,176	\$ 8,182,689	\$ 7,631,099
Real Estate Excise Tax	4,580,270	3,000,000	3,000,000	4,636,880	3,245,816
Transfers In	102,514	-	-	-	-
Interest Earnings	51,207	65,961	65,961	65,958	118,604
Total Available	\$ 10,355,514	\$ 7,998,225	\$ 10,496,137	\$ 12,885,527	\$ 10,995,519
Expenditures					
Transfers Out - Parks Projects	\$ 1,404,033	\$ -	\$ 2,505,912	\$ 4,735,912	\$ -
Transfers Out - Streets Projects	600,000	-	50,000	350,000	-
Debt Service (PWTF Fund Loan - 112th St.)	55,650	55,374	55,374	55,374	-
Debt Service (Installment Loan-LED Street Light)	113,142	113,142	113,142	113,142	113,142
Total Expenditures	\$ 2,172,825	\$ 168,516	\$ 2,724,428	\$ 5,254,428	\$ 113,142
Ending Balance	\$ 8,182,689	\$ 7,829,709	\$ 7,771,709	\$ 7,631,099	\$ 10,882,377
2023 Budget Appropriation					\$ 10,995,519

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 do not 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	(11,000)
Net Cost (expenditures less revenue)	\$ 189,000

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 of issues of local significance. The channel covers public meetings, such as City Council meetings, Planning commission meetings, public forums, and selected community events.

Shoreline Public Access

ACTIVITY BUDGET SUMMARY	AMOUNT
Total Expenditures	\$ 0
Revenue Offset	(4,750)
Net Cost (expenditures less revenue)	\$ (4,750)

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	\$ 0
Revenue Offset	(1,300)
Net Cost (expenditures less revenue)	\$ (1,300)

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.

2022 ACCOMPLISHMENTS

- Completed installation of Broadway artwork and bike racks along the Broadway corridor
- Completed installation of artwork on Hoyt Ave

American Rescue Plan Program (ARP)

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

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. The City was awarded \$20,695,570 from this program (FAIN SLFRP0494, ALN 21.027), paid in two equal installments in 2021 and 2022.

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.

2022 ACCOMPLISHMENTS

- Completed site preparation to add 20 pallet shelters to the Everett Gospel Mission site
- Working on identifying appropriate sites to install 20 additional pallet shelters for chronically homeless individuals
- Provided funding to eligible businesses and applicants who experienced economic harm due to the COVID-19 pandemic through the Everett Forward Grant Program

2023 GOALS & WORK PLAN*

CITY PRIORITY	GOAL	WORK PLAN
	Complete installation of new pallet shelter	<ul style="list-style-type: none"> • Continue to develop the list of recommended sites • Incorporate public and Council input into the draft project site list • Present finalized project list to City Council for approval
	Implement Digital Permit Accelerator	<ul style="list-style-type: none"> • Develop business solutions and recruit staff to manage the implementation process • Select technology to support the digital process • Test and implement new technology

Shelter Program

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

PRIMARY CITY PRIORITY



Housing,
transportation
& infrastructure

DESCRIPTION

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

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 the 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 Act (ARPA) 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 was received in June of 2022.

BUDGETED EXPENDITURES

	2021	2022	2022	2022	2023
	Actual	Adopted	As Amended	2022	Proposed
Fund 155 - Gen. Gov't Special Projects		Budget	4/13/2022	Estimate	Budget
Subfund 019 - PEG Fees					
Resources					
Beginning Balance	\$ 962,876	\$ 920,476	\$ 920,476	\$ 933,198	\$ 758,198
Interest Earnings	9,427	10,000	10,000	10,000	11,000
Miscellaneous Revenue	2,303	-	-	-	-
Total Available	\$ 974,606	\$ 930,476	\$ 930,476	\$ 943,198	\$ 769,198
Expenditures					
M & O	\$ 41,408	\$ 65,000	\$ 65,000	\$ 50,000	\$ 65,000
Capital Outlay	-	135,000	135,000	135,000	135,000
Total Expenditures	\$ 41,408	\$ 200,000	\$ 200,000	\$ 185,000	\$ 200,000
Ending Balance	\$ 933,198	\$ 730,476	\$ 730,476	\$ 758,198	\$ 569,198
Subfund 052 - Shoreline Access					
Resources					
Beginning Balance	\$ 392,497	\$ 395,597	\$ 395,597	\$ 395,630	\$ 400,130
Interest Earnings	3,133	4,000	4,000	4,500	4,750
Total Available	\$ 395,630	\$ 399,597	\$ 399,597	\$ 400,130	\$ 404,880
Expenditures					
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Balance	\$ 395,630	\$ 399,597	\$ 399,597	\$ 400,130	\$ 404,880
Subfund 200 & 210 - 1% for the Arts					
Resources					
Beginning Balance	\$ -	\$ 6,157	\$ 243,057	\$ 236,967	\$ 122,207
Transfers In	266,281	-	-	4,650	-
Interest Earnings	2,405	500	500	1,300	1,300
Total Available	\$ 268,686	\$ 6,657	\$ 243,557	\$ 242,917	\$ 123,507
Expenditures					
M & O	\$ 31,719	\$ 5,000	\$ 241,900	\$ 120,710	\$ -
Total Expenditures	\$ 31,719	\$ 5,000	\$ 241,900	\$ 120,710	\$ -
Ending Balance	\$ 236,967	\$ 1,657	\$ 1,657	\$ 122,207	\$ 123,507

BUDGETED EXPENDITURES – CONTINUED

	2021	2022	2022	2022	2023
	Actual	Adopted	As Amended	2022	Proposed
Fund 155 - Gen. Gov't Special Projects		Budget	4/13/2022	Estimate	Budget*
Subfund 310 - American Rescue Plan (ARP)					
Resources					
Beginning Balance	\$ -	\$ 8,888,585	\$ 10,259,404	\$ 10,285,354	\$ 12,762,320
ARP Funds	10,347,785	10,347,785	10,347,785	10,347,785	-
Interest Earnings	44,484	115,000	115,000	120,000	100,000
Total Available	\$ 10,392,269	\$ 19,351,370	\$ 20,722,189	\$ 20,753,139	\$ 12,862,320
Expenditures					
Projects	\$ -	\$ -	\$ 477,734	\$ 6,097,734	\$ -
Prof. Svcs - Everett Forward Grants	106,915	-	893,085	1,893,085	-
Total Expenditures	\$ 106,915	\$ -	\$ 1,370,819	\$ 7,990,819	\$ -
Ending Balance	\$ 10,285,354	\$ 19,351,370	\$ 19,351,370	\$ 12,762,320	\$ 12,862,320
Subfund 350 - Shelter Program					
Resources					
Beginning Balance	\$ -	\$ -	\$ 343,498	\$ (126,797)	\$ -
Grant Revenue-Commerce Grant	212,000	357,854	357,854	484,651	-
Total Available	\$ 212,000	\$ 357,854	\$ 701,352	\$ 357,854	\$ -
Expenditures					
Project expenditures	\$ 338,797	\$ 357,854	\$ 701,352	\$ 357,854	\$ -
Total Expenditures	\$ 338,797	\$ 357,854	\$ 701,352	\$ 357,854	\$ -
Ending Balance	\$ (126,797)	\$ -	\$ -	\$ -	\$ -
2023 Budget Appropriation - Fund 155 Total					\$ 14,159,905

***American Rescue Plan (ARP) Subfund 310:** There are several projects underway in 2022. Due to the uncertainty regarding how much progress will be made on existing projects prior to year-end, there is no initial budget identified for 2023. After the first of the year, active projects will be reconciled and unspent budget authority will be proposed for reappropriation in 2023 Budget Amendment #1. New projects will be brought forward in budget amendments for appropriation as approved by City Council.

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	\$ 2,430,415
Revenue Offset	(2,430,415)
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 a 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	\$ 2,609,912
Revenue Offset	(2,387,857)
Net Cost (expenditures less revenue)	\$ 222,055
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	\$ 23,000
Interfund Transfer	528,599
Total Expenditures	\$ 551,599
Revenue Offset	(0)
Net Cost (expenditures less revenue)	\$ 551,599
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	\$ 123,444
Interfund Transfer	259,532
Total Expenditures	\$ 382,976
Revenue Offset	(244,100)
Net Cost (expenditures less revenue)	\$ 138,876
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 to support the Safe Streets activities.

BUDGETED EXPENDITURES

	2021	2022	2022	2022	2023
	Actual	Adopted Budget	As Amended 4/13/2022	Estimate	Proposed Budget
Fund 156 Criminal Justice Program					
Program 470: Criminal Justice					
Resources					
Beginning Balance	\$ 9,923,504	\$ 9,619,549	\$ 9,694,513	\$ 10,111,691	\$ 8,921,855
1/10th Percent Sales Tax	2,569,569	2,430,177	2,430,177	2,775,135	2,784,570
State Shared Revenue - Special Programs	132,290	142,228	142,228	142,228	143,891
State Shared Revenue - High/Violent Crime	380,212	380,608	380,608	380,608	382,953
DUI/Other Criminal Justice Assistance	18,591	18,000	18,000	18,000	18,000
Interest Earnings	71,621	120,869	120,869	65,000	154,821
Miscellaneous Revenue	4,428	-	-	-	-
Total Available	\$ 13,100,215	\$ 12,711,431	\$ 12,786,395	\$ 13,492,662	\$ 12,406,090
Expenditures					
Patrol Enforcement	\$ 862,613	\$ 959,324	\$ 959,324	\$ 959,324	\$ 972,000
Community Oriented Policing	372,488	375,497	375,497	375,497	391,800
Police Records Specialists	193,951	208,516	208,516	208,516	214,850
Prosecutor's Office	440,547	521,467	521,467	521,467	551,599
School Resource Officer (SRO)	321,065	330,523	330,523	330,523	344,240
Special Assault Unit	449,611	483,880	483,880	483,880	507,525
Mobile Data Computers	16,972	550,000	550,000	550,000	90,000
Radio System Replacements	25,340	50,000	50,000	50,000	50,000
New World Equipment	225	-	-	-	-
Aircard Service	206,485	201,600	201,600	201,600	211,680
Police Firing Range Project	-	545,000	545,000	545,000	46,800
Police Boathouse	5,036	-	74,964	-	74,964
Body Wear Camera Pilot Project	94,191	345,000	345,000	345,000	355,350
Total Expenditures	\$ 2,988,524	\$ 4,570,807	\$ 4,645,771	\$ 4,570,807	\$ 3,810,808
Ending Balance	\$ 10,111,691	\$ 8,140,624	\$ 8,140,624	\$ 8,921,855	\$ 8,595,282
2023 Budget Appropriation - Criminal Justice Program					\$ 12,406,090

BUDGETED EXPENDITURES - CONTINUED

	2021	2022	2022	2022	2023
	Actual	Adopted	As Amended	2022	Proposed
Fund 156 Police Special Projects		Budget	4/13/2022	Estimate	Budget
Program 015: Legislative Impact Assistance					
Resources					
Beginning Balance	\$ -	\$ 454,183	\$ 454,183	\$ 454,205	\$ 238,705
State Legislative Impact Assistance	452,983	-	-	-	-
Interest Earnings	1,222	2,500	2,500	4,500	2,000
Total Available	\$ 454,205	\$ 456,683	\$ 456,683	\$ 458,705	\$ 240,705
Expenditures					
M & O	\$ -	\$ 220,000	\$ 220,000	\$ 220,000	\$ 240,705
Total Expenditures	\$ -	\$ 220,000	\$ 220,000	\$ 220,000	\$ 240,705
Ending Balance	\$ 454,205	\$ 236,683	\$ 236,683	\$ 238,705	\$ -
Program 025: Streets Initiative Flex Fund					
Resources					
Beginning Balance	\$ 37,310	\$ 27,810	\$ 27,810	\$ 51,757	\$ 22,847
Interest Earnings	517	500	500	900	500
Donations	13,930	8,000	8,000	6,500	8,000
Total Available	\$ 51,757	\$ 36,310	\$ 36,310	\$ 59,157	\$ 31,347
Expenditures					
M & O	\$ -	\$ 36,310	\$ 36,310	\$ 36,310	\$ 31,347
Total Expenditures	\$ -	\$ 36,310	\$ 36,310	\$ 36,310	\$ 31,347
Ending Balance	\$ 51,757	\$ -	\$ -	\$ 22,847	\$ -
Program 026: First Responder Flex Fund					
Resources					
Beginning Balance	\$ (2,593)	\$ -	\$ -	\$ (3,300)	\$ (3,300)
Donations	13,239	20,000	20,000	16,837	20,000
Total Available	\$ 10,646	\$ 20,000	\$ 20,000	\$ 13,537	\$ 16,700
Expenditures					
M & O	\$ 13,946	\$ 20,000	\$ 20,000	\$ 16,837	\$ 20,000
Total Expenditures	\$ 13,946	\$ 20,000	\$ 20,000	\$ 16,837	\$ 20,000
Ending Balance	\$ (3,300)	\$ -	\$ -	\$ (3,300)	\$ (3,300)
Program 027: Youth Outreach Fund					
Resources					
Beginning Balance	\$ 2,641	\$ -	\$ -	\$ 4,041	\$ 3,811
Interest Earnings	25	-	-	50	40
Donations	1,375	2,000	2,000	720	1,000
Total Available	\$ 4,041	\$ 2,000	\$ 2,000	\$ 4,811	\$ 4,851
Expenditures					
M & O	\$ -	\$ 2,000	\$ 2,000	\$ 1,000	\$ 4,851
Total Expenditures	\$ -	\$ 2,000	\$ 2,000	\$ 1,000	\$ 4,851
Ending Balance	\$ 4,041	\$ -	\$ -	\$ 3,811	\$ -

BUDGETED EXPENDITURES - CONTINUED

	2021	2022	2022	2022	2023
	Actual	Adopted	As Amended	Estimate	Proposed
Fund 156 Police Special Projects (Cont)		Budget	4/13/2022		Budget
Program 030: Seniors Against Crime					
Resources					
Beginning Balance	\$ 5,896	\$ -	\$ -	\$ 4,179	\$ 4,239
Interest Earnings	43	10	10	60	60
Private Contributions	25	1,000	1,000	1,000	1,000
Total Available	\$ 5,964	\$ 1,010	\$ 1,010	\$ 5,239	\$ 5,299
Expenditures					
M & O	\$ 1,785	\$ 1,010	\$ 1,010	\$ 1,000	\$ 5,299
Total Expenditures	\$ 1,785	\$ 1,010	\$ 1,010	\$ 1,000	\$ 5,299
Ending Balance	\$ 4,179	\$ -	\$ -	\$ 4,239	\$ -
Program 033: Crime Prevention					
Resources					
Beginning Balance	\$ 8,420	\$ 8,485	\$ 8,485	\$ 8,487	\$ 8,577
Interest Earnings	67	100	100	90	90
Total Available	\$ 8,487	\$ 8,585	\$ 8,585	\$ 8,577	\$ 8,667
Expenditures					
M & O	\$ -	\$ 8,585	\$ 8,585	\$ -	\$ 8,667
Total Expenditures	\$ -	\$ 8,585	\$ 8,585	\$ -	\$ 8,667
Ending Balance	\$ 8,487	\$ -	\$ -	\$ 8,577	\$ -
Program 041: Police Training-Interlocal					
Resources					
Beginning Balance	\$ 29,580	\$ 19,030	\$ 19,030	\$ 27,077	\$ 17,402
Tuition Charges	8,000	9,200	9,200	10,000	10,000
Interest Earnings	205	300	300	325	325
Total Available	\$ 37,785	\$ 28,530	\$ 28,530	\$ 37,402	\$ 27,727
Expenditures					
M & O	\$ 10,708	\$ 28,530	\$ 28,530	\$ 20,000	\$ 27,727
Total Expenditures	\$ 10,708	\$ 28,530	\$ 28,530	\$ 20,000	\$ 27,727
Ending Balance	\$ 27,077	\$ -	\$ -	\$ 17,402	\$ -

BUDGETED EXPENDITURES - CONTINUED

	2021	2022	2022	2022	2023
	Actual	Adopted	As Amended	Estimate	Proposed
Fund 156 Police Special Projects (Cont)		Budget	4/13/2022		Budget
Program 042: Police Misc Special Proj					
Resources					
Beginning Balance	\$ 2,618	\$ -	\$ -	\$ 3,381	\$ -
Grant Revenue	8,998	10,000	10,000	-	10,000
Miscellaneous Revenue	821	-	-	10,200	-
Interest Earnings	16	100	100	46	50
Total Available	\$ 12,453	\$ 10,100	\$ 10,100	\$ 13,627	\$ 10,050
Expenditures					
M & O	\$ 9,072	\$ 10,100	\$ 10,100	\$ 13,627	\$ 10,050
Total Expenditures	\$ 9,072	\$ 10,100	\$ 10,100	\$ 13,627	\$ 10,050
Ending Balance	\$ 3,381	\$ -	\$ -	\$ -	\$ -
Program 046: Boating Safety					
Resources					
Beginning Balance	\$ 99,476	\$ 31,467	\$ 31,467	\$ 110,772	\$ 129,759
Vessel Registration Fees	68,165	70,000	70,000	77,287	70,000
Interest Earnings	953	750	750	1,700	1,500
Total Available	\$ 168,594	\$ 102,217	\$ 102,217	\$ 189,759	\$ 201,259
Expenditures					
M & O	\$ 29,092	\$ 40,000	\$ 40,000	\$ 40,000	\$ 88,000
Capital Outlay	7,330	-	-	-	50,000
Transfer Out to Fund 002	21,400	20,000	20,000	20,000	20,000
Total Expenditures	\$ 57,822	\$ 60,000	\$ 60,000	\$ 60,000	\$ 158,000
Ending Balance	\$ 110,772	\$ 42,217	\$ 42,217	\$ 129,759	\$ 43,259
Program 067: 2020 DOJ CESF Grant					
Resources					
Beginning Balance	\$ -	\$ -	\$ -	\$ 34,237	\$ -
Grant Revenue	57,403	-	-	74,698	-
Interest Earnings	41	-	-	-	-
Total Available	\$ 57,444	\$ -	\$ -	\$ 74,698	\$ -
Expenditures					
M & O	\$ 23,207	\$ -	\$ -	\$ 74,698	\$ -
Total Expenditures	\$ 23,207	\$ -	\$ -	\$ 74,698	\$ -
Ending Balance	\$ 34,237	\$ -	\$ -	\$ -	\$ -

BUDGETED EXPENDITURES - CONTINUED

	2021 Actual	2022 Adopted Budget	2022 As Amended 4/13/2022	2022 Estimate	2023 Proposed Budget
Fund 156 Police Special Projects (Cont)					
Program 069: 2020 COPS Grant					
Resources					
Beginning Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Grant Revenue	-	122,608	122,608	880,000	1,103,472
Total Available	\$ -	\$ 122,608	\$ 122,608	\$ 880,000	\$ 1,103,472
Expenditures					
Transfer Out to Fund 002	\$ -	\$ 122,608	\$ 122,608	\$ 880,000	\$ 1,103,472
Total Expenditures	\$ -	\$ 122,608	\$ 122,608	\$ 880,000	\$ 1,103,472
Ending Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Program 072: 2021 Edward Byrne JAG Grant					
Resources					
Beginning Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Grant Revenue	4,930	-	-	41,370	-
Total Available	\$ 4,930	\$ -	\$ -	\$ 41,370	\$ -
Expenditures					
M & O	\$ 4,930	\$ -	\$ -	\$ 41,370	\$ -
Total Expenditures	\$ 4,930	\$ -	\$ -	\$ 41,370	\$ -
Ending Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Program 240: Narcotics					
Resources					
Beginning Balance	\$ 421,185	\$ 365,770	\$ 365,770	\$ 394,714	\$ 338,796
Intergovernmental Revenue	1,385	-	-	-	-
Interest Earnings	3,267	3,000	3,000	4,082	3,000
Total Available	\$ 425,837	\$ 368,770	\$ 368,770	\$ 398,796	\$ 341,796
Expenditures					
M & O	\$ 31,123	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000
Total Expenditures	\$ 31,123	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000
Ending Balance	\$ 394,714	\$ 308,770	\$ 308,770	\$ 338,796	\$ 281,796
Program 241: Narcotics/Law Enforcement					
Resources					
Beginning Balance	\$ 230,058	\$ 221,858	\$ 221,858	\$ 231,895	\$ 224,330
Interest Earnings	1,837	1,500	1,500	2,435	2,000
Total Available	\$ 231,895	\$ 223,358	\$ 223,358	\$ 234,330	\$ 226,330
Expenditures					
M & O	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Total Expenditures	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Ending Balance	\$ 231,895	\$ 213,358	\$ 213,358	\$ 224,330	\$ 216,330
Program 701: Registered Sex Offender Grant					
Resources					
Beginning Balance	\$ -	\$ -	\$ -	\$ -	\$ -
Grant Revenue	75,750	101,000	101,000	101,000	101,000
Interest Earnings	6	20	20	-	-
Total Available	\$ 75,756	\$ 101,020	\$ 101,020	\$ 101,000	\$ 101,000
Expenditures					
Transfer Out to Fund 002 (labor support)	\$ 75,756	\$ 101,020	\$ 101,020	\$ 101,000	\$ 101,000
Total Expenditures	\$ 75,756	\$ 101,020	\$ 101,020	\$ 101,000	\$ 101,000
Ending Balance	\$ -	\$ -	\$ -	\$ -	\$ -
2023 Budget Appropriation - Police Special Projects					\$ 2,073,879

BUDGETED EXPENDITURES - CONTINUED

	2021	2022	2022	2022	2023
	Actual	Adopted Budget	As Amended 4/13/2022	Estimate	Proposed Budget
Fund 156 Criminal Justice/Courts					
Program 500: Probation					
Resources					
Beginning Balance	\$ 38,655	\$ 2,515	\$ 2,515	\$ 20,705	\$ 13,878
Probation/EHD Fees	190,394	193,502	193,502	184,162	191,650
Interest Earnings	79	31	31	31	406
Transfers In	59,900	61,230	61,230	61,230	65,229
Total Available	\$ 289,028	\$ 257,278	\$ 257,278	\$ 266,128	\$ 271,163
Expenditures					
M & O	\$ 47,439	\$ 65,500	\$ 65,500	\$ 65,500	\$ 65,500
Transfer Out to Fund 002	220,884	186,750	186,750	186,750	194,303
Total Expenditures	\$ 268,323	\$ 252,250	\$ 252,250	\$ 252,250	\$ 259,803
Ending Balance	\$ 20,705	\$ 5,028	\$ 5,028	\$ 13,878	\$ 11,360
Program 510: DV Penalty Assessments					
Resources					
Beginning Balance	\$ 43,962	\$ 47,327	\$ 47,327	\$ 46,919	\$ 48,444
DV Assessments	4,894	6,000	6,000	3,500	4,000
Interest Earnings	363	365	365	525	500
Total Available	\$ 49,219	\$ 53,692	\$ 53,692	\$ 50,944	\$ 52,944
Expenditures					
M & O	\$ 2,300	\$ 20,000	\$ 20,000	\$ 2,500	\$ 52,944
Total Expenditures	\$ 2,300	\$ 20,000	\$ 20,000	\$ 2,500	\$ 52,944
Ending Balance	\$ 46,919	\$ 33,692	\$ 33,692	\$ 48,444	\$ -
Program 520: Trial Court Improvements					
Resources					
Beginning Balance	\$ 135,173	\$ 96,622	\$ 96,622	\$ 113,243	\$ 94,194
State Distribution for Trial Court Support	45,308	45,340	45,340	45,732	45,732
Interest Earnings	1,150	1,449	1,449	1,449	1,812
Total Available	\$ 181,631	\$ 143,411	\$ 143,411	\$ 160,424	\$ 141,738
Expenditures					
Capital Outlay	\$ 8,488	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Transfer Out	59,900	61,230	61,230	61,230	65,229
Total Expenditures	\$ 68,388	\$ 66,230	\$ 66,230	\$ 66,230	\$ 70,229
Ending Balance	\$ 113,243	\$ 77,181	\$ 77,181	\$ 94,194	\$ 71,509
2023 Budget Appropriation - Court Programs					\$ 465,845
2023 Budget Appropriation - Fund 156 Total					\$ 15,186,519

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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	\$ 4,000,000
Revenue Offset	(1,270,082)
Net Cost (expenditures less revenue)	\$ 2,729,918
Budgeted FTEs	0.0

PRIMARY CITY PRIORITY



Housing,
transportation
& infrastructure


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.

2022 ACCOMPLISHMENTS

- Provided matching funds for the Edgewater Creek Bridge Replacement Project

PERFORMANCE MEASURES

WORKLOAD MEASURE		2020	2021	2022 EST.	2023 EST.
	# of capital projects supported	2	1	1	2*

*For Edgewater Creek Bridge Replacement and Everett Mall Way Intersection

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

	2022		2022		2023
	2021	Adopted	As Amended	2022	Proposed
Fund 157 Traffic Mitigation Fund	Actual	Budget	4/13/2022	Estimate	Budget
Resources					
Beginning Balance	\$ 5,514,649	\$ 4,596,564	\$ 4,596,564	\$ 5,454,233	\$ 4,004,682
Charges For Services	1,046,070	750,000	750,000	1,555,000	1,200,000
Interest Income	43,514	46,900	46,900	95,449	70,082
Total Available	\$ 6,604,233	\$ 5,393,464	\$ 5,393,464	\$ 7,104,682	\$ 5,274,764
Expenditures					
Transfers Out	\$ 1,150,000	\$ 4,465,000	\$ 4,465,000	\$ 3,100,000	\$ 4,000,000
Total Expenditures	\$ 1,150,000	\$ 4,465,000	\$ 4,465,000	\$ 3,100,000	\$ 4,000,000
Ending Balance	\$ 5,454,233	\$ 928,464	\$ 928,464	\$ 4,004,682	\$ 1,274,764
2023 Budget Appropriation					\$ 5,274,764

Transportation Benefit District

FUND 159

OVERVIEW

The Transportation Benefit District (TBD) Fund provides a mechanism to account for the \$20 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	\$ 2,894,150
Revenue Offset	(1,563,900)
Net Cost (expenditures less revenue)	\$ 1,330,250
Budgeted FTEs	0.0

PRIMARY CITY PRIORITY



Housing,
transportation
& infrastructure

DESCRIPTION

The 2023 expenditure budget of \$2,894,150 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. The 2023 appropriation includes monies collected but not spent while the car tab fees were challenged in the court system and the anticipated revenues to be collected next year.

BUDGETED EXPENDITURES

	2022		2022		2023
	2021	Adopted	As Amended	2022	Proposed
Fund 159: Transportation Benefit District	Actual	Budget	4/13/2022	Estimate	Budget
Resources					
Beginning Balance	\$ 1,906,628	\$ 1,916,628	\$ 1,916,628	\$ 1,974,540	\$ 1,990,540
TBD Vehicle Registration Fees	1,605,348	1,550,000	1,550,000	1,550,000	1,550,000
Interest Earnings	12,564	22,511	22,511	16,000	13,900
Total Available	\$ 3,524,540	\$ 3,489,139	\$ 3,489,139	\$ 3,540,540	\$ 3,554,440
Expenditures					
Transfers Out (for overlay)	\$ 1,550,000	\$ 1,550,000	\$ 1,550,000	\$ 1,550,000	\$ 2,894,150
Total Expenditures	\$ 1,550,000	\$ 1,550,000	\$ 1,550,000	\$ 1,550,000	\$ 2,894,150
Ending Balance	\$ 1,974,540	\$ 1,939,139	\$ 1,939,139	\$ 1,990,540	\$ 660,290
2023 Budget Appropriation					\$ 3,554,440

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 contributions from the General Government.

BUDGETED EXPENDITURES

	2021	2022	2022	2022	2023
	Actual	Adopted Budget	As Amended 4/13/2022	Estimate	Proposed Budget
Fund 160: Rainy Day Fund					
Resources					
Beginning Balance	\$ 4,508,945	\$ 4,386,272	\$ 4,386,272	\$ 4,508,945	\$ 4,508,945
Total Available	\$ 4,508,945	\$ 4,386,272	\$ 4,386,272	\$ 4,508,945	\$ 4,508,945
Expenditures					
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Balance	\$ 4,508,945	\$ 4,386,272	\$ 4,386,272	\$ 4,508,945	\$ 4,508,945
2023 Budget Appropriation					\$ 4,508,945

Capital Improvement Reserve

FUND 162

OVERVIEW

The Capital Improvement Reserve fund accounts for three of the Cities' general government capital improvement programs (CIP) -- CIPs 1, 2, and 4. These programs provide a mechanism to segregate financial resources dedicated to 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 and Debt 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
Budgeted FTEs	0.0

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	\$ 2,856,090
Intergovernmental Expenditures	500,000
Revenue Offset	0
Net Cost (expenditures less revenue)	\$ 3,356,090
Budgeted FTEs	0.0

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 2023 budget

provides funding for the debt service requirements for the arena and 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 available 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

	2021 Actual	2022 Adopted Budget	2022 As Amended 4/13/2022	2022 Estimate	2023 Proposed Budget
Fund 162: Capital Reserve					
Program 001: CIP 1					
Resources					
Beginning Balance	\$ 10,590,188	\$ 11,131,658	\$ 11,762,938	\$ 12,126,880	\$ 21,629,105
Interest Earnings	87,356	133,548	133,548	170,378	231,894
Intergovernmental Revenue - GEMT	1,218,340	-	-	-	-
Transfers In	1,319,996	3,000,000	3,000,000	10,519,803	3,000,000
Miscellaneous Revenue	-	-	-	5,398	-
Total Available	\$ 13,215,880	\$ 14,265,206	\$ 14,896,486	\$ 22,822,459	\$ 24,860,999
Expenditures					
Transfers Out	\$ 1,089,000	\$ -	\$ 656,354	\$ 1,193,354	\$ -
Total Expenditures	\$ 1,089,000	\$ -	\$ 656,354	\$ 1,193,354	\$ -
Ending Balance	\$ 12,126,880	\$ 14,265,206	\$ 14,240,132	\$ 21,629,105	\$ 24,860,999
Program 002: CIP 2					
Resources					
Beginning Balance	\$ 11,785,716	\$ 11,291,172	\$ 11,291,172	\$ 12,794,449	\$ 14,392,620
Real Estate Excise Tax	4,580,270	3,000,000	3,000,000	4,636,880	3,245,816
Transfers In	800,000	800,000	800,000	800,000	800,000
Interest Earnings	97,642	144,231	144,231	144,231	203,903
Total Available	\$ 17,263,628	\$ 15,235,403	\$ 15,235,403	\$ 18,375,560	\$ 18,642,339
Expenditures					
Intergovernmental Payments	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
Transfers Out - Debt Service	3,969,179	3,482,940	3,482,940	3,482,940	2,856,090
Total Expenditures	\$ 4,469,179	\$ 3,982,940	\$ 3,982,940	\$ 3,982,940	\$ 3,356,090
Ending Balance	\$ 12,794,449	\$ 11,252,463	\$ 11,252,463	\$ 14,392,620	\$ 15,286,249
Program 004: CIP 4					
Resources					
Beginning Balance	\$ 2,947,830	\$ 3,175,754	\$ 3,175,754	\$ 3,713,622	\$ 2,843,046
LIFT - Sales Tax	296,146	-	-	202,550	-
South Precinct Rental	173,320	178,520	178,520	178,520	183,876
Other Rental Income	39,065	56,242	56,242	56,242	57,929
Intergovernmental Revenue	-	-	-	187,000	-
Interest Earnings	341	-	-	5,111	-
Transfers In	256,920	-	-	-	-
Total Available	\$ 3,713,622	\$ 3,410,516	\$ 3,410,516	\$ 4,343,045	\$ 3,084,851
Expenditures					
Transfers Out	\$ -	\$ -	\$ 1,500,000	\$ 1,499,999	\$ -
Total Expenditures	\$ -	\$ -	\$ 1,500,000	\$ 1,499,999	\$ -
Ending Balance	\$ 3,713,622	\$ 3,410,516	\$ 1,910,516	\$ 2,843,046	\$ 3,084,851
2023 Budget Appropriation - Fund 162					\$ 46,588,189

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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	\$ 0
Revenue Offset	(203,000)
Net Cost (expenditures less revenue)	\$ (203,000)
Budgeted FTEs	0.0

PRIMARY CITY PRIORITY



Housing,
transportation
& infrastructure

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. Resources are accumulated in this fund and appropriated as projects are identified and approved by Council.

BUDGETED EXPENDITURES

	2021	2022	2022	2022	2023
	Actual	Adopted Budget	As Amended 4/13/2022	Estimate	Proposed Budget
Fund 171: Affordable & Supportive Housing Sales Tax					
Resources					
Beginning Balance	\$ 173,189	\$ 374,489	\$ 374,489	\$ 429,361	\$ 232,261
Affordable & Supportive Housing Sales Tax	254,325	200,000	200,000	200,000	200,000
Interest Earnings	1,847	1,500	1,500	2,900	3,000
Total Available	\$ 429,361	\$ 575,989	\$ 575,989	\$ 632,261	\$ 435,261
Expenditures					
M & O	\$ -	\$ 400,000	\$ 400,000	\$ 400,000	\$ -
Total Expenditures	\$ -	\$ 400,000	\$ 400,000	\$ 400,000	\$ -
Ending Balance	\$ 429,361	\$ 175,989	\$ 175,989	\$ 232,261	\$ 435,261
2023 Budget Appropriation					\$ 435,261

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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	\$ 331,379
M&O/Loan Program Expenditures	\$713,678
Total Expenditures	\$ 1,045,057
Revenue Offset	(1,060,678)
Net Cost (expenditures less revenue)	\$ (15,621)
Budgeted FTEs	2.50

PRIMARY CITY PRIORITY





Housing,
transportation
& infrastructure

2022 ACCOMPLISHMENTS



- Funded rehabilitation of five owner-occupied projects totaling \$360,000
- Updated program policy manual and supporting procedures to align with current practices
- Conducted extensive outreach and recruitment efforts for new contractors, leading to an increase in available contractors for clients
- Reconciled loan portfolio, working with low-income clients on loan modifications to preserve housing

2023 GOALS & WORK PLAN

CITY PRIORITY	GOAL	WORK PLAN
	Focus program community outreach on underserved populations	<ul style="list-style-type: none"> Implement an affirmative marketing plan with considerations from the 2020 Analysis of Impediments to Fair Housing and revised 2022 Policy Manual, using translation services and existing embedded community communication methods Identify census tracts within the City that have been previously underserved and conduct outreach to new potential clients
	Implement identified program innovations and efficiencies	<ul style="list-style-type: none"> Incorporate 2023 CDBG award into the grant management software system for open data portal utilization Use best practices from 2022 contractor and client outreach to incorporate a 'rolling' marketing plan for efficient, ongoing annual workflow

PERFORMANCE MEASURES

PROCESS AND RESULTS MEASURES	TARGET	2020	2021	2022 EST.	2023 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	2020	2021	2022 EST.	2023 EST.
 # of small multi-family (8 units or less) loans for property renovations serving low-income citizens and/or tenants	2	0	0	0	1
 # of rehabilitation loan projects managed	10	1	3	5	10

POSITION SUMMARY

POSITION TITLE	FTE	POSITION TITLE	FTE
Community Housing Improvement Inspector	2.0	Administrative Coordinator	0.50

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 (program income)

THREE-YEAR PERSONNEL TABLE

OCCUPATION CODE	TITLE	2021	2022	2023
6155	Housing Improvement Inspector	2.0	2.0	2.00
6302	Administrative Coordinator	0.55	0.55	0.50
	TOTAL FTEs	2.55	2.55	2.50

BUDGET CHANGES

This schedule includes labor changes from the 2022 Original Budget to the 2023 Proposed 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
-0.05	Transfer 0.05 Admin Coordinator to Community, Planning, & Economic Development (insufficient grant capacity)	(7,500)	\$ -	\$ (7,500)
-0.05	Total	\$ (7,500)	\$ -	\$ (7,500)

BUDGETED EXPENDITURES

	2021 Actual	2022 Adopted Budget	2022 As Amended 4/13/2022	2022 Estimate	2023 Proposed Budget
Fund 197: CHIP Loan Program					
Resources					
Beginning Cash & Loans Receivable	\$ 14,082,976	\$ 14,207,399	\$ 14,207,399	\$ 13,865,719	\$ 13,453,904
Grant Revenue	242,517	1,541,364	1,541,364	612,330	1,049,297
Interest Earnings	13,135	12,458	12,458	11,300	11,381
Miscellaneous	9,322	4,000	4,000	-	-
Total Available	\$ 14,347,950	\$ 15,765,221	\$ 15,765,221	\$ 14,489,349	\$ 14,514,582
Expenditures					
Loan Program Expenditures	\$ 127,279	\$ 995,364	\$ 995,364	\$ 652,381	\$ 651,751
Salaries & Benefits	312,023	321,610	321,610	337,639	331,379
M & O	42,929	54,275	54,275	45,425	61,927
Total Expenditures	\$ 482,231	\$ 1,371,249	\$ 1,371,249	\$ 1,035,445	\$ 1,045,057
Ending Cash & Loans Receivable	\$ 13,865,719	\$ 14,393,972	\$ 14,393,972	\$ 13,453,904	\$ 13,469,525
2023 Budget Appropriation					\$ 14,514,582

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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	\$ 130,715
M&O/Capital Outlay	487,847
Total Expenditures	\$ 618,562
Revenue Offset	(618,562)
Net Cost (expenditures less revenue)	\$ 0
Budgeted FTEs	1.05

PRIMARY CITY PRIORITY



Housing,
transportation
& infrastructure



DESCRIPTION

The Community Development division administers and manages grant subrecipients to ensure HUD requirements are met. Each year the Citizens Advisory Committee recommends a funding distribution package to City Council based on a competitive application process. In 2023, the Community Development Block Grant Program will be in the fourth year of the updated five-year spending plan, based on the needs as determined by the community through engagement activities.

2022 ACCOMPLISHMENTS

- Provided grants and loans in the amount of \$1,335,000 of federal and state funds to 14 housing, service, and community development projects and programs, and conducted subrecipient monitoring compliance activities
- Provided additional \$393,097 in emergency grants to 10 housing assistance and food services organizations in response to COVID
- Implemented and launched a grant management software system, Amplifund for all funding pools, creating process improvements by digitizing processes

2023 GOALS & WORK PLAN

CITY PRIORITY	GOAL	WORK PLAN
	Complete 2023 Annual Action Plan	<ul style="list-style-type: none"> Conduct public engagement activities & application round 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"> Use reporting functions for end-of-year reporting to Citizen Advisory Committee Provide best practice efforts for other City departments in use of software.

PERFORMANCE MEASURES

PROCESS AND RESULTS MEASURES	TARGET	2020	2021	2022	2023 EST.
Number of findings or management letters in the Single Audit from the State Auditor’s Office	None	One	None	None	None

WORKLOAD MEASURES	TARGET	2020	2021	2022 EST.	2023 EST.
 Housing and capital facility projects	9	7	7	6	9
 Public service programs (housing and social services)	14	63	12	12	10

POSITION SUMMARY

POSITION TITLE	FTE	POSITION TITLE	FTE
Community Development Specialist	.60	Community Development Manager	.35
Administrative Coordinator	.10		

REVENUE DESCRIPTION

Sources of revenue include:

- Funds from the US Department of Housing and Urban Development (HUD)
- Repayments from previous loans

THREE-YEAR PERSONNEL TABLE

OCCUPATION CODE	TITLE	2021	2022	2023
6151	Community Development Specialist	0.90	0.60	0.60
6152	Community Development Manager	0.80	0.60	0.35
6302	Administrative Coordinator	0.12	0.12	0.10
TOTAL FTEs		1.82	1.32	1.05

BUDGET CHANGES

This schedule includes labor changes from the 2022 Original Budget to the 2023 Proposed 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
-0.25	Transfer 0.25 Community Development Manager to Community, Planning, & Economic Development (insufficient grant capacity)	(35,500)	\$ -	\$ (35,500)
-0.02	Transfer 0.02 Administrative Coordinator to Community, Planning, & Economic Development (insufficient grant capacity)	(1,880)		(1,880)
-0.27	Total	\$ (37,380)	\$ -	\$ (37,380)

BUDGETED EXPENDITURES

	2021		2022	2022	2023
	Actual	Adopted Budget	As Amended 4/13/2022	2022 Estimate	Proposed Budget
Fund 198: Community Dev. Block Grant					
Resources					
Beginning Cash & Loans Receivable	\$ 1,315,800	\$ 2,110,007	\$ 2,119,335	\$ 1,356,105	\$ 1,822,400
Grant Revenue	1,064,525	1,789,520	1,789,520	1,547,324	618,562
Misc Revenue	-	50	50	-	-
Total Available	\$ 2,380,325	\$ 3,899,577	\$ 3,908,905	\$ 2,903,429	\$ 2,440,962
Expenditures					
Salaries & Benefits	\$ 147,254	\$ 162,515	\$ 162,515	\$ 159,324	\$ 130,715
M & O	1,970	3,600	3,600	1,591	1,600
Operating Grants	862,216	1,033,373	1,042,701	903,350	467,007
Interfund Services & Charges	12,780	16,756	16,756	16,764	19,240
Total Expenditures	\$ 1,024,220	\$ 1,216,244	\$ 1,225,572	\$ 1,081,029	\$ 618,562
Ending Cash & Loans Receivable	\$ 1,356,105	\$ 2,683,333	\$ 2,683,333	\$ 1,822,400	\$ 1,822,400
2023 Budget Appropriation					\$ 2,440,962

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