
SPECIAL REVENUES

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MOTOR VEHICLE AND EQUIPMENT REPLACEMENT FUND 126

MISSION STATEMENT

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

SUMMARY

	Expenditure Budget	\$1,399,000		FTE's	0.0
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REVENUE DESCRIPTION

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

INVENTORY OF SERVICES

DEPARTMENT 126/Motor Vehicle and Equipment Replacement **ACTIVITY** 1 - General Government Vehicle & Equipment Replacement

CAPITAL OUTLAY	\$1,249,000
TOTAL COST	\$1,249,000
TOTAL FTEs	0

DESCRIPTION

- Builds a reserve for general government vehicle and equipment replacements
- Provides long-term general government vehicle and equipment replacement planning in order to estimate resources needed for future replacements
- Works with the Motor Vehicle Division (MVD) to evaluate vehicles and equipment for replacement

EXPECTED RESULTS

- Timely and reliable information regarding the financial impacts of general government vehicle and equipment replacements
- Adequate resources are available for current year general government vehicle and equipment replacements

INVENTORY OF SERVICES (continued)

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

CAPITAL OUTLAY	\$150,000
TOTAL COST	\$150,000
TOTAL FTEs	0

DESCRIPTION

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

EXPECTED RESULTS

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

BUDGETED EXPENDITURES

	2009	2010	2010	2010	2011
	Actual	Adopted	As Amended	2010	Adopted
Fund 126: Motor Vehicle/Equip. Repl.	Actual	Budget	12/15/2010	Estimate	Budget
Program 126: General Gov Vehicle Repl.					
Revenue					
Beginning Fund Balance	3,170,186	4,116,313	5,058,263	5,077,378	4,161,045
Contribution From General Fund/Other	3,017,825	-	-	-	1,188,443
Sale of Fixed Assets	64,094	30,000	30,000	65,000	35,000
Interest Earnings	59,592	126,680	126,680	119,200	125,000
Total Available	6,311,697	4,272,993	5,214,943	5,261,578	5,509,488
Expenditures					
Labor Relations/HR Vehicle Replacement	-	-	-	32,280	-
Engineering Vehicle Replacement	13,488	-	80,000	82,000	-
Animal Services Vehicle Replacement	39,706	-	-	-	-
Police Vehicle Replacement	662,954	-	121,950	125,000	368,000
Fire Vehicle Replacement	61,876	585,553	1,112,553	567,284	527,000
Facilities Vehicle Replacement	23,009	-	40,000	40,000	-
Parks Vehicle Replacement	331,659	62,969	203,969	203,969	104,000
Streets Vehicle Replacement	92,395	-	-	-	-
Unanticipated Replacements/Misc	9,232	250,000	282,000	50,000	250,000
Total Expenditures	1,234,319	898,522	1,840,472	1,100,533	1,249,000
Ending Balance	5,077,378	3,374,471	3,374,471	4,161,045	4,260,488
Program 501: MVD Equipment Repl.					
Revenue					
Beginning Fund Balance	390,893	411,963	411,963	411,177	422,827
Transfers In	5,004	-	-	-	-
Interest Earnings	15,280	14,035	14,035	11,650	11,150
Total Available	411,177	425,998	425,998	422,827	433,977
Expenditures					
Transfers Out	-	150,000	150,000	-	150,000
Total Expenditures	0	150,000	150,000	0	150,000
Ending Balance	411,177	275,998	275,998	422,827	283,977
2011 Budget Appropriation					5,943,465

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HOTEL/MOTEL TAX FUND FUND 138

MISSION STATEMENT

Promote tourism in the City of Everett.

SUMMARY

Expenditure Budget	\$	287,311	FTE's	0.0
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REVENUE DESCRIPTION

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

INVENTORY OF SERVICES

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

M&O	\$235,000
Debt Service	\$52,311
TOTAL COST	\$287,311
TOTAL FTEs	0

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

- EXPECTED RESULTS
- Contribute \$52,311 to help pay the debt service on county bonds that were issued to finance improvements at Everett Memorial Stadium
 - Contribute \$100,000 to the Everett Public Facilities District to support debt service and operation costs associated with the Everett Events Center
 - Contribute \$135,000 for tourism marketing contract
 - Maintain a reserve balance adequate to cover one year of fixed obligations

BUDGETED EXPENDITURES

	2009 Actual	2010 Adopted Budget	2010 As Amended 12/15/2010	2010 Estimate	2011 Adopted Budget
Fund 138: Hotel/Motel Tax					
Revenue					
Beginning Fund Balance	450,902	365,490	365,490	349,285	248,774
Hotel/Motel Tax	273,102	290,000	290,000	275,000	290,000
Interest Earnings	7,687	13,800	13,800	11,800	10,500
Total Available	731,691	669,290	669,290	636,085	549,274
Expenditures					
Everett Stadium Seating	52,311	52,311	52,311	52,311	52,311
Grant Recipients	230,095	235,000	235,000	235,000	135,000
Multi-Purpose Facility	100,000	100,000	100,000	100,000	100,000
Total Expenditures	382,406	387,311	387,311	387,311	287,311
Ending Fund Balance	349,285	281,979	281,979	248,774	261,963
2011 Budget Appropriation					549,274

DOWNTOWN IMPROVEMENT FUND 144

MISSION STATEMENT

The Downtown Improvement Fund is established to enhance the quality of life and economic vitality in our city through systematic downtown parking resource management.

SUMMARY

Expenditure Budget	\$ 1,350,014	FTE's	0.0
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REVENUE DESCRIPTION

The Downtown Improvement Fund receives and utilizes parking fines to implement downtown improvements.

INVENTORY OF SERVICES

DEPARTMENT Fund 144/Downtown Improvements ACTIVITY Downtown Improvements

LABOR	\$0
M&O	\$ 1,350,014
Revenue Offset	(513,447)
NET COST	\$ 836,567
TOTAL FTEs	0

DESCRIPTION ■ A mechanism to reserve funds for downtown improvements

EXPECTED RESULTS ■ Enhance the quality of life and economic vitality of the downtown area

2010 ACCOMPLISHMENTS

- ◆ Completed Downtown Streetscape design
- ◆ Completed bid award of construction contract and began construction of Downtown Streetscape – Phase I
- ◆ Implemented Downtown Parking Study initial recommendations

2011 GOALS

- Goal #1 ■ Complete design for Downtown Streetscape – Phase II, and seek outside funding
- Goal #2 ■ Enhance parking enforcement
- Goal #3 ■ Improve coordination between public and private parking providers

FUTURE TRENDS ■ Continued demand for short-term on-street customer parking

PERFORMANCE MEASURES	2009	2010 Est.	2011 Est.
◆ Citations issued downtown	25,268	23,000	22,000

BUDGETED EXPENDITURES

	2009 Actual	2010 Adopted Budget	2010 As Amended 12/15/2010	2010 Estimate	2011 Adopted Budget
Fund 144: Downtown Improvement Fund					
Revenue					
Beginning Fund Balance	-	253,737	253,737	201,217	828,767
Parking Fines	427,402	413,160	413,160	487,397	513,447
Interfund Transfer	-	-	809,569	750,000	-
Interest Earnings	5,733	-	-	10,601	7,800
Total Available	433,135	666,897	1,476,466	1,449,215	1,350,014
Expenditures					
Salaries & Benefits	2,597	-	-	-	-
M & O	6,178	-	-	-	-
Professional Services	223,143	666,897	1,476,466	620,448	-
Capital Outlay	-	-	-	-	1,350,014
Total Expenditures	231,918	666,897	1,476,466	620,448	1,350,014
Ending Fund Balance	201,217	0	0	828,767	0
2011 Budget Appropriation					1,350,014

CUMULATIVE RESERVE - REAL PROPERTY ACQUISITION FUND 145

MISSION STATEMENT

To consolidate City funding for the acquisition of real property.

SUMMARY

Expenditure Budget	\$ 2,547,727	FTE's	0.0
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REVENUE DESCRIPTION

Sources of revenue for Fund 145 include proceeds from the sale and leasing of City property, contributions from the General Fund, and proceeds from bond sales.

INVENTORY OF SERVICES

DEPARTMENT	145/Cumulative Reserve - Real Property Acquisition	ACTIVITY	1 - Real Property Acquisition
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LABOR	\$0
M&O	\$29,500
CAPITAL OUTLAY	\$2,518,227
Revenue Offset	(\$138,303)
NET COST	\$2,409,424
TOTAL FTEs	+0

DESCRIPTION

- Provides a mechanism to consolidate City funding for the acquisition of real property
- Pays and manages expenses for all costs associated with the acquisition of real property
- Manages the sale and lease of City property

EXPECTED RESULTS

- Manage the purchase, lease, and sale of real property and all associated costs

BUDGETED EXPENDITURES

	2009 Actual	2010 Adopted Budget	2010 As Amended 12/15/2010	2010 Estimate	2011 Adopted Budget
Fund 145: Cum Resv/Real Prop. Acq.					
Revenue					
Beginning Fund Balance	2,145,127	8,999,302	8,999,302	6,235,378	2,409,424
Interest Earnings	27,881	292,474	292,474	202,646	78,303
Right of Way Fees	34,720	92,458	92,458	-	60,000
Sale Proceeds/Vacation of Prop	4,974,915	1,600,000	1,600,000	-	-
Total Available	7,182,643	10,984,234	10,984,234	6,438,024	2,547,727
Expenditures					
Land & Building	871,888	10,932,134	10,932,134	4,000,000	2,518,227
M & O	75,377	52,100	52,100	28,600	29,500
Total Expenditures	947,265	10,984,234	10,984,234	4,028,600	2,547,727
Ending Fund Balance	6,235,378	0	0	2,409,424	0
2011 Budget Appropriation					2,547,727

**PROPERTY MANAGEMENT
FUND 146**

MISSION STATEMENT

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

SUMMARY

Expenditure Budget	\$ 2,770,662	FTE's	0.0
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REVENUE DESCRIPTION

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

INVENTORY OF SERVICES

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

LABOR	\$0
M&O	\$764,990
CAPITAL OUTLAY	\$2,005,672
Revenue Offset	(\$793,882)
NET COST	\$1,976,780
TOTAL FTEs	+0

DESCRIPTION	<ul style="list-style-type: none"> ■ Manages commercial space leased by both internal and external tenants ■ Collects tenant lease receipts ■ Maintains and repairs buildings housing external tenants ■ Manages employee and tenant parking spaces located on city property
EXPECTED RESULTS	<ul style="list-style-type: none"> ■ Provide day-to-day management of the South Precinct, Culmback and Wall Street Buildings ■ Maintain revenues at a level that will provide for the maintenance of these buildings ■ Provide a mechanism to facilitate maintenance and repair projects throughout the system

BUDGETED EXPENDITURES

	2009 Actual	2010 Adopted Budget	2010 As Amended 12/15/2010	2010 Estimate	2011 Adopted Budget
Fund 146: Property Management					
Revenue					
Beginning Fund Balance	4,575,981	4,552,775	4,552,775	5,386,081	5,414,651
Facilities Lease	547,128	509,300	509,300	564,000	557,800
Parking	30,605	86,600	86,600	30,605	31,400
Grant Revenue	-	-	575,991	575,991	-
Interest Earnings	92,067	182,256	182,256	152,980	186,782
Misc Revenue	57,699	43,500	43,500	-	17,900
Transfers In	1,376,411	456,681	456,681	745,092	-
Total Available	6,679,891	5,831,112	6,407,103	7,454,749	6,208,533
Expenditures					
M & O	396,838	208,400	208,400	209,900	306,500
Interfund Services & Charges	334,157	383,450	383,450	383,450	304,590
Repairs & Maintenance	163,440	228,300	228,300	239,000	153,900
Capital Outlays	399,375	1,902,620	2,478,611	1,207,748	2,005,672
Total Expenditures	1,293,810	2,722,770	3,298,761	2,040,098	2,770,662
Ending Fund Balance	5,386,081	3,108,342	3,108,342	5,414,651	3,437,871
2011 Budget Appropriation					6,208,533

CUMULATIVE RESERVE FOR PARKS FUND 148

MISSION STATEMENT

To provide funding for special parks projects and programs.

SUMMARY

Expenditure Budget	\$ 899,870	FTE's	0.0
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REVENUE DESCRIPTION

Sources of revenue for Fund 148 include gifts, donations, special revenue and voluntary mitigation funds.

INVENTORY OF SERVICES

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

LABOR	\$0
M&O	\$12,342
Revenue Offset	0
NET COST	<u>\$12,342</u>
TOTAL FTEs	0

DESCRIPTION

- Provides for the accounting of gifts, donations, contributions, special revenue and voluntary mitigation funds.
- Allows for, through fees collected prior to 2009, partial offsetting of repair costs, renovations, upgrades, replacements and program development.

EXPECTED RESULTS

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

2010
ACCOMPLISHMENTS

- Replaced swim center boiler and chiller.
- Upgraded swim center changing room area.
- Conducted architectural review and life cycle analysis.

2011 **GOAL**
Goal #1

- Complete minor swim center upgrades.

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

LABOR	\$0
M&O	\$150,000
Revenue Offset	0
NET COST	<u>\$150,000</u>
TOTAL FTEs	0

DESCRIPTION

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

EXPECTED RESULTS

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

2010 **ACCOMPLISHMENTS**

- Evaluated and replaced Kasch Park field lighting.

2011 **GOALS**
Goal #1

- Replace Kasch Park fields 5/6 lighting crossarms.

Goal #2

- Initiate renovation planning for Kasch Park synthetic surfaces and associated drainage.

INVENTORY OF SERVICES (Continued)

DEPARTMENT 148/Cumulative Reserve for Parks

ACTIVITY 3 - Everett TV Franchise Funds

LABOR	\$0
CAPITAL OUTLAY	\$600,000
Revenue Offset	(\$351,000)
NET COST	\$249,000
TOTAL FTEs	0

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

EXPECTED RESULTS  Increased public awareness of government including programs, services and functions.
 Government operations are more visible, and information is more accessible to our residents.

2010 ACCOMPLISHMENTS

-  Continued production and broadcast of City Council meetings, crime prevention show, Rinkside, Inside Everett show and Mayor's Updates.
-  Produced more than 30 in-house programs of community interest.
-  Coordinated on-location shoots for programming, such as the annual Community MLK Jr. Celebration.
-  Provided live and archived Everett TV programming on the City website via web streaming.
-  Began planning for equipment upgrade for all-digital system

2011 GOALS

Goal #1  Work with additional city departments to enhance programming options.

Goal #2  Enhance web pages to educate residents on government access channel resources availability.

Goal #3  Implement equipment replacement.

Goal #4  Continue with 5 year work plan, identify and coordinate ETVV role in emergency management and response.

FUTURE TRENDS

-  In future years an aging population will require alternative methods of communication such as that provided through cable government access channels to keep residents informed and involved in government.
-  Develop community partnerships with other government entities.
-  Create new programs involving youth activities and diverse populations.

PERFORMANCE MEASURES

	2009	2010 Est.	2011 Est.
 Increase viewership measured via webstream	0%	0%	5%
 Viewer survey	0	0	100 viewers

INVENTORY OF SERVICES (Continued)

DEPARTMENT 148/Cumulative Reserve for Parks **ACTIVITY** 4 - Van Valey House – Long Term Annual Maintenance Reserve

LABOR	0
M&O	\$83,011
Revenue Offset	(\$0)
NET COST	\$83,011
TOTAL FTEs	0

DESCRIPTION ■ The Van Valey House was donated to the City by Ed and Betty Morrow in 2002. Per written donation agreement, the Morrow's intent was that the house be maintained so that it remained in the public domain and retain its historical significance. In 2002, City Council approved annual long term maintenance reserve funding to maintain this community asset.

EXPECTED RESULTS ■ Preservation and maintenance of this historic register property will provide the public with continued use for community functions, exhibits, classes and programs.

2010
ACCOMPLISHMENT ◆ Renovated upstairs bathroom.

2011 GOALS
Goal #1 ■ Reroof house and carriage house.
Goal #2 ■ Clean gutters.

FUTURE TRENDS ■ Increased use of the facility and the age of the historic structure will require continual upgrades and improvements. Increased funding for maintenance will be required and other sources for revenue for maintenance such as endowments will be explored.

DEPARTMENT 148/Cumulative Reserve for Parks **ACTIVITY** 5- Capital Project Reserve

LABOR	0
Capital Outlay	\$54,517
Revenue Offset	(\$0)
NET COST	\$54,517
TOTAL FTEs	0

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

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

2011 GOALS
Goal #1 ■ Install security upgrades to the Kasch Park maintenance building.
Goal #2 ■ Install automated entry/exit gates at the Forest Park maintenance yard.
Goal #3 ■ Install flagpole and lighting upgrades at the east entrance area of Howarth Park.

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

BUDGETED EXPENDITURES

	2009 Actual	2010 Adopted Budget	2010 As Amended 12/15/2010	2010 Estimate	2011 Adopted Budget
Fund 148 - Parks Reserve					
Program 000- Cumulative Reserve Revenue					
Beginning Fund Balance	370,924	178,824	178,824	148,842	12,342
Miscellaneous Revenue	3,370	-	-	-	-
Interest Earnings	(28,199)	4,000	4,000	3,500	-
Total Available	346,095	182,824	182,824	152,342	12,342
Expenditures					
M & O	41,210	140,000	140,000	140,000	12,342
Capital Outlay	156,043	-	-	-	-
Total Expenditures	197,253	140,000	140,000	140,000	12,342
Ending Fund Balance	148,842	42,824	42,824	12,342	0
Program 001 - Maintenance Reserve (Boat launch, Softball & Soccer) Revenue					
Beginning Fund Balance	450,133	426,197	426,197	444,428	381,428
Interest Earnings	17,079	14,000	14,000	12,000	12,000
Total Available	467,212	440,197	440,197	456,428	393,428
Expenditures					
M & O	22,784	140,000	140,000	75,000	150,000
Capital Outlay	-	-	-	-	-
Total Expenditures	22,784	140,000	140,000	75,000	150,000
Ending Fund Balance	444,428	300,197	300,197	381,428	243,428
Program 005 - Maintenance & Ops Reserve Revenue					
Beginning Fund Balance	-	-	-	12,775	30,558
Interest Earnings	316	-	-	500	993
Transfers In	12,459	-	-	17,283	-
Total Available	12,775	0	0	30,558	31,551
Expenditures					
M & O	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Total Expenditures	0	0	0	0	0
Ending Fund Balance	12,775	0	0	30,558	31,551
Program 006 - New Program Reserve Revenue					
Beginning Fund Balance	-	-	-	6,387	15,279
Interest Earnings	158	-	-	250	497
Transfers In	6,229	-	-	8,642	-
Total Available	6,387	0	0	15,279	15,776
Expenditures					
M & O	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Total Expenditures	0	0	0	0	0
Ending Fund Balance	6,387	0	0	15,279	15,776

BUDGETED EXPENDITURES (cont.)

	2009 Actual	2010 Adopted Budget	2010 As Amended 12/15/2010	2010 Estimate	2011 Adopted Budget
Fund 148 - Parks Reserve					
Program 007 - Capital Project Reserve					
Revenue					
Beginning Fund Balance	-	-	-	44,712	106,703
Interest Earnings	1,105	-	-	1,500	1,695
Transfers In	43,607	-	-	60,491	-
Total Available	44,712	0	0	106,703	108,398
Expenditures					
M & O	-	-	-	-	54,517
Capital Outlay	-	-	-	-	-
Total Expenditures	0	0	0	0	54,517
Ending Fund Balance	44,712	0	0	106,703	53,881
Program 019 - PEG Fees					
Revenue					
Beginning Fund Balance	1,094,688	1,424,788	1,424,788	1,433,734	1,705,734
Franchise Fees	293,535	300,000	300,000	300,000	300,000
Interest Earnings	48,379	51,000	51,000	37,000	51,000
Transfers In	364	-	-	-	-
Total Available	1,436,966	1,775,788	1,775,788	1,770,734	2,056,734
Expenditures					
M & O	3,232	-	-	-	-
Capital Outlay	-	600,000	600,000	65,000	600,000
Total Expenditures	3,232	600,000	600,000	65,000	600,000
Ending Fund Balance	1,433,734	1,175,788	1,175,788	1,705,734	1,456,734
Program 321 - Van Valey House Reserve					
Revenue					
Beginning Fund Balance	80,407	80,743	80,743	81,011	83,011
Interest Earnings	3,047	2,000	2,000	2,000	-
Total Available	83,454	82,743	82,743	83,011	83,011
Expenditures					
M & O	2,443	45,000	45,000	-	83,011
Capital Outlay	-	-	-	-	-
Total Expenditures	2,443	45,000	45,000	0	83,011
Ending Fund Balance	81,011	37,743	37,743	83,011	0
2011 BUDGET APPROPRIATION - FUND 148 TOTAL					2,701,240

SENIOR CENTER RESERVE FUND 149

MISSION STATEMENT

The mission of The Carl Gipson Senior Center of Everett reserve fund is to strive for a self-sustaining operation of classes, travel and special events.

SUMMARY

Expenditure Budget	\$	101,399	FTE's	0.0
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REVENUE DESCRIPTION

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

- Special Events (in-house fundraisers, facility rental, holiday bazaar, annual bake sale, Ladies Tea, Taste of Retirement)
- Private and Public Donations
- Advertising in monthly newsletter (i.e., "Golden Messenger") by private sector
- Computer Class Fees
- Parking Fees
- Trips/Tour Fees
- Miscellaneous Sales
- Coffee Bar Sales

INVENTORY OF SERVICES

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

M&O	\$101,399
Revenue Offset	(119,230)
NET REVENUE	(\$17,831)
TOTAL FTEs	0 (See Fund 027)

- DESCRIPTION
- Maintains accurate records of miscellaneous sales
 - Offers varied day/overnight/van trips
 - Holds combined staff/volunteer fundraising events
 - Encourages social interaction and volunteer participation
-
- EXPECTED RESULTS
- Stable funding source for senior activities and special events
-
- 2010 ACCOMPLISHMENTS
- ◆ Offered a variety of trip destinations, classes and events to attract, encourage and increase baby boomer membership
-
- 2011 GOALS
- Goal #1
- Increase donation revenue for special events and projects through fundraising events (such as Pancake Feeds through organization of senior center members and Foundation Board)
-
- FUTURE TRENDS
- Increased participation in class and trip activities as "baby boomer" generation comes of age (50 years and older)

BUDGETED EXPENDITURES

	2009 Actual	2010 Adopted Budget	2010 As Amended 12/15/2010	2010 Estimate	2011 Adopted Budget
Fund 149: Senior Center Reserve					
Revenue					
Beginning Fund Balance	241,353	261,619	261,619	367,530	302,792
Charges for Services	78,122	90,581	90,581	68,340	97,800
Interest Earnings	4,846	9,068	9,068	12,684	10,000
Private Contributions	115,548	5,000	5,000	9,672	11,430
Miscellaneous Revenue	3,186	-	-	-	-
Total Available	443,055	366,268	366,268	458,226	422,022
Expenditures					
M & O	75,525	95,569	95,569	45,302	101,399
Transfer Out - Senior Center Remodel	-	-	51,183	-	-
Capital Expenditures	-	-	-	110,132	-
Total Expenditures	75,525	95,569	146,752	155,434	101,399
Ending Fund Balance	367,530	270,699	219,516	302,792	320,623
2011 Budget Appropriation					422,022

FUND FOR ANIMALS FUND 151

MISSION STATEMENT

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

SUMMARY

Expenditure Budget	\$	75,000	FTE's	0.0
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REVENUE DESCRIPTION

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

INVENTORY OF SERVICES

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

LABOR	\$0
M&O	\$75,000
Revenue Offset	(\$57,000)
NET COST	\$18,000
TOTAL FTEs	0

- DESCRIPTION
- Collects donations from the public
 - Coordinates and promotes volunteer fund raising activities through 501(c)(3) "ARF"
-
- EXPECTED RESULTS
- Accurate, timely receipt and deposit of donations
 - Promote volunteer staffed fund-raising activities
-
- 2010 ACCOMPLISHMENTS
- ◆ Reorganization of the board to increase functionality, mission, vision and goals
 - ◆ Obtained promotional items to become more recognized in the community, at events and to other organizations
 - ◆ Provided a better understanding of the organization by interfacing more with the public at events
-
- 2011 GOALS
- Goal #1 ■ Supplement medical expenses for spay/neuter clinic
 - Goal #2 ■ Expand outreach activities to raise additional funds for the health and welfare of the shelter animals
 - Goal #3 ■ Recruit volunteers to participate in more outreach and fund raising
-
- FUTURE TRENDS
- Become involved in new avenues to raise donation funds

BUDGETED EXPENDITURES

	2009 Actual	2010 Adopted Budget	2010 As Amended 12/15/2010	2010 Estimate	2011 Adopted Budget
Fund 151: Fund for Animals					
Revenue					
Beginning Fund Balance	261,460	380,960	380,960	360,527	467,527
Interest Earnings	8,845	7,000	7,000	7,000	7,000
Private Contributions	171,851	50,000	90,000	100,000	50,000
Total Available	442,156	437,960	477,960	467,527	524,527
Expenditures					
M & O	76,085	100,000	140,000	-	75,000
Capital Outlays	5,544	-	-	-	-
Total Expenditures	81,629	100,000	140,000	0	75,000
Ending Fund Balance	360,527	337,960	337,960	467,527	449,527
2011 Budget Appropriation					524,527

BUDGETED EXPENDITURES

	2009 Actual	2010 Adopted Budget	2010 As Amended 12/15/2010	2010 Estimate	2011 Adopted Budget
Fund 152: Cumulative Rsv/Library					
Revenue					
Beginning Fund Balance	481,767	496,616	496,616	492,393	539,133
Grant	1,963	-	-	-	-
Charges for Services	3,230	3,500	3,500	3,180	3,200
Interest Earnings	9,738	17,170	17,170	17,064	17,560
Private Contributions	17,025	5,250	5,250	58,000	5,250
Book Sale Proceeds	26,431	15,000	15,000	10,450	14,000
Total Available	540,154	537,536	537,536	581,087	579,143
Expenditures					
M & O	36,212	33,400	33,400	16,154	54,000
Capital Outlays:	-	-	-	-	-
Books/Other Materials	6,884	8,700	8,700	2,500	2,000
Equipment	4,665	24,500	24,500	23,300	24,500
Total Expenditures	47,761	66,600	66,600	41,954	80,500
Ending Fund Balance	492,393	470,936	470,936	539,133	498,643
2011 Budget Appropriation					579,143

EMERGENCY MEDICAL SERVICES FUND FUND 153

MISSION STATEMENT

The Mission of the Medic One Program of the Everett Fire Department is to provide Life Safety services that reduce death and disability from illness or injury within the Everett community.

SUMMARY

Expenditure Budget	\$	7,765,819	FTE's	43.0
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REVENUE DESCRIPTION

The primary revenue source for Fund 153 Emergency Medical Services (EMS) is a property tax levy of up to \$.50 cents per thousand dollars of assessed valuation approved by the citizens and commencing on January 1, 2011.

To provide additional revenue, a fee for service for EMS Transport of patients was initiated in 2005. Other sources of revenue include, interest earnings and private contributions.

INVENTORY OF SERVICES

DEPARTMENT 153/Emergency Medical Services

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

LABOR	\$5,960,752
M&O	\$1,537,767
CAPITAL OUTLAY	\$267,300
Revenue Offset	(\$7,765,819)
NET COST	\$ 0
TOTAL FTEs	43

DESCRIPTION  Provides pre-hospital emergency medical care to patients with life-threatening or serious emergency medical needs.
 Provides Fire, Rescue and HazMat support.

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

2010

ACCOMPLISHMENTS  Provided the highest level of emergency medical care possible to the Everett community
 Responded to an estimated 16,391 requests for emergency medical care and 2,761 Fire/Rescue alarms
 Implemented a new Infectious Control Program
 Implemented a new ALS Continuing Education Program
 Established a Triage Nurse Line in conjunction with EMS dispatching
 Established the position of Medical Service Officer (MSO) of Training in the EMS Division

2011 GOALS

Goal #1  Create a continuing education and training program with Providence hospital
Goal #2  Purchase a bariatric unit with Medic One Foundation grant funds
Goal #3  Create a replacement program for Cardiac Monitors and AEDs

FUTURE TRENDS  Demand for emergency medical services will continue to grow at an estimated 3% or more per year, while funding from property tax levy remains limited and restricted.

PERFORMANCE MEASURES

	2009	2010 Est.	2011 Est.
 EMS alarms	15,914	16,391	16,883
 Fire/Haz Mat/Rescue/Other	2,603	2,681	2,761

POSITION SUMMARY	FTE	POSITION SUMMARY	FTE
Firefighter Paramedic	29.0	Medical Service Officer	2.0
Firefighter EMT	10.0		
Office Specialist	2.0		

INVENTORY OF SERVICES (Continued)

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

DESCRIPTION

-  Provides EMS training, education and quality improvement programs, including research and development activities, to all fire department personnel, paramedics (ALS) and EMTs (BLS).
-  Provides EMS training and education to City of Everett Employees and the public in the areas of first aid training, CPR/AED training, appropriate 911-calling, and illness and injury prevention.

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

2010 ACCOMPLISHMENTS

-  Trained and educated an estimated 399 City of Everett and Snohomish County employees in First Aid/CPR/AED; and, through cooperation with Fire Prevention, Safekids and Everett Medic One Foundation, trained and educated an estimated 2,600 community members.
-  Dedicated one MSO to support the training and education of personnel and to coordinate the community CPR/AED and First Aid programs.

2011 GOALS

Goal #1  Improve the quality and availability of training and education provided both internally and externally.

Goal #2  Educate residents through lectures and the "Make the Right Call" program as to the difference between "emergencies" (911 activation) versus "non-emergency" situations. The anticipated outcome will be a decrease in false alarms and unnecessary 911 activation. This in turn will allow units to be available to respond to true 911 emergencies.

FUTURE TRENDS  Demand for emergency medical services will continue to grow at an estimated 3% or more per year, increasing the training and education challenges, while funding from taxes remains limited.

PERFORMANCE MEASURES

	2009	2010 Est.	2011 Est.
 Fire dept. personnel trained/educated	189	189	189
 City of Everett personnel trained/educated	240	250	250
 Community members trained/educated	2,089	2,612	0

INVENTORY OF SERVICES (Continued)

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

DESCRIPTION ■ Provides bloodborne and airborne pathogen infection control services to all fire department personnel.

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

- 2010 ACCOMPLISHMENTS**
- ◆ Trained 186 personnel on infection control techniques which resulted in zero time loss incidents due to exposures.
 - ◆ Trained 14 Everett Fire Department Paramedics to administer PPD (Pure Protein Derivative) to EFD personnel and evaluate and monitor results for Tuberculosis and educational follow-up if a “conversion” is detected; with the expectation of savings of thousands of dollars by allowing EMS personnel to administer and monitor Tuberculosis testing eliminating the need to send our personnel to health care facilities for testing.
 - ◆ Established Pandemic Flu Plan to address the H1N1 and Avian Flu. This will also help with the planning of other epidemics yet to be seen.

2011 GOALS

- Goal #1 ■ Minimize exposures to bloodborne and airborne pathogens through continued emphasis and improvement of the infection control program.
- Goal #2 ■ Continue to protect employee health and safety through effective exposure protection practices.

FUTURE TRENDS ■ Demand for emergency medical services will continue to grow at an estimated 3% or more per year, increasing exposure dangers, while funding from taxes remains very limited and restricted.

PERFORMANCE MEASURES

	2009	2010 Est.	2011 Est.
FTE lost time due to exposures	0.0	0.0	0.0
Everett Fire Department personnel trained	186	186	186

THREE-YEAR PERSONNEL COMPARISON

Class	Title	2009	2010	2011
2230	Firefighter Paramedic	34.0	31.0	29.0
2250	Medical Services Officer	2.0	2.0	2.0
2200	Firefighter EMT	10.0	10.0	10.0
2400	Office Specialist	2.0	2.0	2.0
TOTAL FTE		48.0	45.0	43.0

BUDGET CHANGES

This schedule includes only staffing and related changes from the 2010 Adopted Budget to the 2011 Proposed Budget. It excludes labor cost changes related to the Cost of Living, Step Increases, or Employee Benefits changes.

FTE	Item	Labor Amount	M & O Amount	Total
-2.0	Firefighter/Paramedic vacant positions	(205,412)		(205,412)

BUDGETED EXPENDITURES

Fund 153 Emergency Medical Svcs	2009	2010	2010	2010	2011
	Actual	Adopted Budget	As Amended 12/15/2010	Estimate	Adopted Budget
Revenue					
Beginning Fund Balance	1,650,614	-	-	425,514	-
Property Tax	4,351,065	4,386,875	4,386,875	4,401,037	6,133,123
Grant Revenue	1,726	1,200	1,200	1,200	1,200
Service Charges - ALS/BLS	1,697,575	1,409,947	1,409,947	1,439,825	1,295,845
Service Charges - Other	27,170	43,639	43,639	28,148	329,161
Interest Earnings	(4,745)	-	-	6,240	6,490
Intergovernmental Revenue	159,535	-	-	-	-
Miscellaneous Revenue	1,557	-	-	-	-
Transfer In	12,500	-	-	-	-
Interfund Loan Received	-	1,953,414	1,953,414	1,516,599	-
Total Available	7,896,997	7,795,075	7,795,075	7,818,563	7,765,819
Expenditures					
Salaries & Benefits	6,427,389	6,364,611	6,364,611	6,216,111	5,960,752
M & O	496,530	645,375	645,375	738,349	574,262
Capital Outlays	-	188,343	188,343	232,545	267,300
Interfund Debt Service - Principal/Interest	2,142	-	-	42,000	315,955
Interfund Services & Charges	271,826	282,788	282,788	289,560	328,503
Intergovernmental Charges	273,596	299,998	299,998	299,998	319,047
Total Expenditures	7,471,483	7,781,115	7,781,115	7,818,563	7,765,819
Ending Fund Balance	425,514	13,960	13,960	0	0

2011 Budget Appropriation	7,765,819
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REAL ESTATE EXCISE TAX FUND 154

MISSION STATEMENT

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

SUMMARY

Expenditure Budget	\$	2,784,254	FTE's	0.0
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REVENUE DESCRIPTION

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

Per RCW 82.46.035, this second quarter percent Real Estate Excise Tax (REET) revenue is restricted to the "planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, or improvement of streets, roads, highways, sidewalks, street and road lighting systems, traffic signals, bridges, domestic water systems, storm and sanitary sewer systems, and planning, construction, reconstruction, repair, rehabilitation, or improvement of parks."

INVENTORY OF SERVICES

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

CAPITAL OUTLAY	\$2,784,254
TOTAL COST	\$2,784,254
TOTAL FTEs	0

DESCRIPTION

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

EXPECTED RESULTS

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

BUDGETED EXPENDITURES

	2009 Actual	2010 Adopted Budget	2010 As Amended 12/15/2010	2010 Estimate	2011 Adopted Budget
Fund 154: Real Estate Excise Tax					
Revenue					
Beginning Fund Balance	7,162,719	6,016,026	9,242,653	6,309,508	2,027,230
Real Estate Excise Tax	613,886	768,750	768,750	585,000	580,000
Transfers In	50,194	-	-	93,000	-
Interest Earnings	134,304	230,740	230,740	234,000	185,000
Total Available	7,961,103	7,015,516	10,242,143	7,221,508	2,792,230
Expenditures					
Transfers Out - Parks Projects	1,170,697	238,632	3,373,695	623,211	2,306,145
Transfers Out - Streets Projects	300,000	300,000	4,591,564	4,391,564	300,000
Pub Wks Trust Fund Loan - 75th St	62,344	61,767	61,767	61,767	61,190
Pub Wks Trust Fund Loan - Riverfront	59,598	59,056	59,056	59,056	58,514
Pub Wks Trust Fund Loan - 112th St.	58,956	58,680	58,680	58,680	58,405
Total Expenditures	1,651,595	718,135	8,144,762	5,194,278	2,784,254
Ending Fund Balance	6,309,508	6,297,381	2,097,381	2,027,230	7,976
2011 Budget Appropriation					2,792,230

CRIMINAL JUSTICE FUND 156

MISSION STATEMENT

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

SUMMARY

Expenditure Budget	\$ 4,875,719	FTE's	0.0
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REVENUE DESCRIPTION

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

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

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

INVENTORY OF SERVICES

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

LABOR	\$
INTERFUND TRANSFER	\$371,063
Revenue Offset	\$
NET COST	<u>\$371,063</u>
TOTAL FTEs	<u>0*</u>

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

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

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

*This activity funds 3 FTEs included in Fund 031 – Police (funds are transferred to the General Fund from Fund 156 to cover direct payroll expenses)

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

M&O	\$14,549
INTERFUND TRANSFER	\$203,358
Revenue Offset	\$
NET COST	<u>\$217,907</u>
TOTAL FTEs	<u>0*</u>

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

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

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

*This activity funds 2 FTEs included in Fund 031 - Police

INVENTORY OF SERVICES (Continued)

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

LABOR	\$
INTERFUND TRANSFER	\$156,269
Revenue Offset	0
NET COST	\$156,269
TOTAL FTEs	0*

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

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

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

*This activity funds 2 FTEs included in Fund 031-Police

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

M&O	\$22,145
INTERFUND TRANSFER	\$359,624
Revenue Offset	0
NET COST	\$381,769
TOTAL FTEs	0*

DESCRIPTION ■ Coordinates the prosecution of all criminal violations of the Everett Municipal Code (see Fund 003, Activity 3)

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

*This activity funds 5 FTEs included in Fund 003-Legal, Activity 3

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

M&O	\$9,000
INTERFUND TRANSFER	\$223,655
Revenue Offset	0
NET COST	\$232,655
TOTAL FTEs	0*

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

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

*This activity funds 2 FTEs included in Fund 031-Police

INVENTORY OF SERVICES (Continued)

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

LABOR	\$0
INTERFUND TRANSFER	\$345,601
Revenue Offset	(\$0)
NET COST	\$345,601
TOTAL FTEs	0*

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

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

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

*This activity funds 3 FTEs included in Fund 031-Police

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

M&O	\$163,258
INTERFUND TRANSFER	\$487,835
Revenue Offset	(\$591,750)
NET COST	\$59,343
TOTAL FTEs	0*

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

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

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

*This activity funds 5.45 FTEs included in Fund 005-Municipal Court

INVENTORY OF SERVICES (Continued)

DEPARTMENT 156/Criminal Justice Fund ACTIVITY 8 - Police Special Projects

LABOR	
M&O	\$2,519,362
Revenue Offset	(\$968,098)
NET COST	\$1,551,264
TOTAL FTEs	0*

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

EXPECTED RESULTS ■ Efficiently and accurately account for police special project funds

* The Boating Safety Program funds 1 FTE included in Fund 031-Police
 ** Narcotics Program supports 2 FTEs included in Fund 031-Police
 ***Registered Sex Offender grant program supports 1 FTE included in Fund 031 - Police

BUDGET CHANGES

This schedule includes new projects in the 2011 Proposed Budget.

FTE	Item	Labor Amount	M & O Amount	Total
	New World Systems Equipment - Police portion		483,243	483,243
	Annual Aircard Service/IP Licenses		74,400	74,400
	Motorcycle Electronic Ticketing Software/Equipment		20,000	20,000
	Total	-	577,643	577,643

BUDGET EXPENDITURES

	2009 Actual	2010 Adopted Budget	2010 As Amended 12/15/2010	2010 Estimate	2011 Adopted Budget
Fund 156 Criminal Justice Fund					
Program 470: Criminal Justice					
Revenue					
Beginning Fund Balance	7,936,283	8,294,113	8,344,113	8,677,935	7,260,346
1/10th Percent Sales Tax	1,324,518	1,273,610	1,273,610	1,302,000	1,302,000
Grant Revenue - Programs 1, 2, 3	84,289	72,000	72,000	84,000	75,600
Grant Revenue - Violent Crime/Population	725,622	302,676	302,676	689,000	286,448
DUI/Other Criminal Justice Assistance	33,485	16,200	16,200	19,000	17,100
Interest Earnings	153,096	329,212	329,212	260,338	235,854
Miscellaneous Revenue	942	-	-	-	-
Total Available	10,258,235	10,287,811	10,337,811	11,032,273	9,177,348
Expenditures					
Patrol Enforcement	345,288	361,565	361,565	361,565	371,063
Community Oriented Policing	199,598	205,890	205,890	205,558	217,907
Police Records Specialists	137,804	150,786	150,786	150,786	156,269
Prosecutor's Office	342,131	368,292	368,292	365,000	381,769
School Resource Officer (SRO)	220,281	225,481	225,481	225,481	232,655
Special Assault Unit	324,209	337,237	337,237	337,237	345,601
Probation - Rent	10,989	12,000	12,000	12,000	12,000
Mobile Data Computers	-	120,000	220,000	24,000	316,000
Municipal Court Remodel	-	2,000,000	2,000,000	2,000,000	-
Radio System Replacements	-	248,351	248,351	300	506,336
Special Projects	-	20,000	80,838	90,000	577,643
Total Expenditures	1,580,300	4,049,602	4,210,440	3,771,927	3,117,243
Ending Balance	8,677,935	6,238,209	6,127,371	7,260,346	6,060,105
2011 Budget Appropriation - Criminal Justice Program					9,177,348

Fund 156 Police Special Projects					
Program 030: Seniors Against Crime					
Revenue					
Beginning Balance	5,194	5,193	5,193	4,426	5,076
Interest Earnings	188	200	200	150	150
Private Contributions	785	1,000	1,000	1,500	1,500
Total Available	6,167	6,393	6,393	6,076	6,726
Expenditures					
M & O	1,741	1,000	1,000	1,000	3,000
Total Expenditures	1,741	1,000	1,000	1,000	3,000
Ending Balance	4,426	5,393	5,393	5,076	3,726
Program 033: Crime Prevention					
Revenue					
Beginning Balance	-	-	-	10,000	7,635
Private Contributions	10,000	-	-	135	-
Interest Earnings	-	-	-	-	100
Total Available	10,000	0	0	10,135	7,735
Expenditures					
M & O	-	-	-	2,500	7,735
Total Expenditures	0	0	0	2,500	7,735
Ending Balance	10,000	0	0	7,635	0

BUDGETED EXPENDITURES (Continued)

	2009	2010	2010	2010	2011
	Actual	Adopted	As Amended	Estimate	Adopted
Fund 156 Police Special Projects (Cont)		Budget	12/15/2010		Budget
Program 041: Police Training-Interlocal					
Revenue					
Beginning Balance	10,102	10,552	10,552	13,991	9,091
Tuition Charges	3,500	3,700	3,700	3,100	6,200
Interest Earnings	410	500	500	500	500
Total Available	14,012	14,752	14,752	17,591	15,791
Expenditures					
M & O	21	9,000	9,000	8,500	15,791
Total Expenditures	21	9,000	9,000	8,500	15,791
Ending Balance	13,991	5,752	5,752	9,091	0
Program 042: Police Misc Special Proj					
Revenue					
Beginning Balance	1,300	1,400	1,400	5,716	2,797
Grant Revenue	22,398	-	-	29,481	-
Miscellaneous Revenue	9,190	30,000	30,000	9,500	30,000
Interest Earnings	103	200	200	100	200
Total Available	32,991	31,600	31,600	44,797	32,997
Expenditures					
M & O	27,275	30,000	30,000	42,000	32,997
Total Expenditures	27,275	30,000	30,000	42,000	32,997
Ending Balance	5,716	1,600	1,600	2,797	0
Program 046: Boating Safety					
Revenue					
Beginning Balance	39,179	15,506	43,152	43,152	21,934
Vessel Registration Fees	83,503	83,000	83,000	82,088	82,000
Interest Earnings	803	400	400	600	600
Total Available	123,485	98,906	126,552	125,840	104,534
Expenditures					
M & O	8,181	5,000	32,646	10,000	22,534
Transfer Out to Fund 002	72,152	93,906	93,906	93,906	82,000
Total Expenditures	80,333	98,906	126,552	103,906	104,534
Ending Balance	43,152	0	0	21,934	0
Program 058: 2009 ARRA Justice Assistance Grant					
Revenue					
Beginning Balance		-	389,181	389,181	233,519
Grant Revenue	385,640	-	-	-	-
Interest Earnings	3,541	-	-	10,000	5,000
Total Available	389,181	0	389,181	399,181	238,519
Expenditures					
M & O	-	-	389,181	165,662	238,519
Total Expenditures	0	0	389,181	165,662	238,519
Ending Balance	389,181	0	0	233,519	0

BUDGETED EXPENDITURES (Continued)

	2009 Actual	2010 Adopted Budget	2010 As Amended 12/15/2010	2010 Estimate	2011 Adopted Budget
Fund 156 Police Special Projects (Cont)					
Program 059: 2009 Justice Assistance Grant					
Revenue					
Beginning Balance		-	64,908	64,641	19,441
Grant Revenue	93,539	-	-	-	-
Interest Earnings	733	-	-	800	400
Total Available	94,272	0	64,908	65,441	19,841
Expenditures					
M & O	29,631	-	64,908	46,000	19,841
Total Expenditures	29,631	0	64,908	46,000	19,841
Ending Balance	64,641	0	0	19,441	0
Program 060: 2010 Justice Assistance Grant					
Revenue					
Beginning Balance	-	-	-	-	-
Grant Revenue	-	-	90,426	-	-
Interest Earnings	-	-	-	-	-
Total Available	0	0	90,426	0	0
Expenditures					
M & O	-	-	90,426	-	-
Total Expenditures	0	0	90,426	0	0
Ending Balance	0	0	0	0	0
Program 240: Narcotics					
Revenue					
Beginning Balance	283,706	332,268	332,268	301,872	162,018
DARE Assessments	68	-	-	-	-
Confiscated Property	268,589	250,000	250,000	300,000	300,000
Interest Earnings	10,492	15,000	15,000	10,000	10,000
Total Available	562,855	597,268	597,268	611,872	472,018
Expenditures					
M & O	17,949	195,000	195,000	195,000	209,605
Equipment	38,002	45,000	45,000	40,000	45,000
Transfer Out to Fund 002	205,032	214,854	214,854	214,854	217,413
Total Expenditures	260,983	454,854	454,854	449,854	472,018
Ending Balance	301,872	142,414	142,414	162,018	0
Program 241: Narcotics/Law Enforcement					
Revenue					
Beginning Balance	145,761	-	-	2,878	53,178
Federal Seizures	46,180	-	-	50,000	50,000
Interest Earnings	-	-	-	300	300
Total Available	191,941	0	0	53,178	103,478
Expenditures					
M & O	189,063	-	-	-	103,478
Total Expenditures	189,063	0	0	0	103,478
Ending Balance	2,878	0	0	53,178	0

BUDGETED EXPENDITURES (Continued)

	2009	2010	2010	2010	2011
	Actual	Adopted	As Amended	Estimate	Adopted
Fund 156 Police Special Projects (Cont)		Budget	12/15/2010	Estimate	Budget
Program 701: Registered Sex Offender Grant					
Revenue					
Beginning Balance	50,557	-	-	43,170	7,470
Grant Revenue	103,988	50,514	178,200	50,500	101,000
Interest Earnings	1,474	1,000	1,000	800	1,000
Total Available	156,019	51,514	179,200	94,470	109,470
Expenditures					
Interfund Professional Svcs	112,849	51,514	179,200	87,000	109,470
Total Expenditures	112,849	51,514	179,200	87,000	109,470
Ending Balance	43,170	0	0	7,470	0
2011 Budget Appropriation - Police Special Projects					1,111,109

	2009	2010	2010	2010	2011
	Actual	Adopted	As Amended	Estimate	Adopted
Fund 156 Criminal Justice/Courts		Budget	12/15/2010	Estimate	Budget
Program 500: Probation					
Revenue					
Beginning Fund Balance	315,826	269,960	269,960	291,721	284,719
Probation/EHD Fees	498,311	450,000	450,000	550,000	555,000
Interest Earnings	10,307	13,000	13,000	13,000	13,000
Total Available	824,444	732,960	732,960	854,721	852,719
Expenditures					
M & O	74,851	99,750	99,750	99,750	103,800
Capital Outlay	-	-	-	-	-
Transfer Out to Fund 002	457,872	470,252	470,252	470,252	487,835
Total Expenditures	532,723	570,002	570,002	570,002	591,635
Ending Balance	291,721	162,958	162,958	284,719	261,084
Program 510: DV Penalty Assessments					
Revenue					
Beginning Fund Balance	43,573	27,098	27,098	27,626	6,408
DV Assessments	12,510	13,000	13,000	5,500	2,750
Interest Earnings	1,543	948	948	600	300
Total Available	57,626	41,046	41,046	33,726	9,458
Expenditures					
M & O	30,000	38,000	38,000	27,318	9,458
Total Expenditures	30,000	38,000	38,000	27,318	9,458
Ending Balance	27,626	3,046	3,046	6,408	0
Program 520: Trial Court Improvements					
Revenue					
Beginning Fund Balance	103,961	119,461	119,461	142,007	127,507
Trial Court Improvements	33,476	43,000	43,000	34,000	34,000
Interest Earnings	4,570	1,500	1,500	1,500	1,500
Total Available	142,007	163,961	163,961	177,507	163,007
Expenditures					
M & O	-	50,000	50,000	50,000	50,000
Total Expenditures	0	50,000	50,000	50,000	50,000
Ending Balance	142,007	113,961	113,961	127,507	113,007
2011 Budget Appropriation - Court Programs					1,025,184
2011 Budget Appropriation - Fund 156 Total					11,313,641

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TRAFFIC MITIGATION FUND 157

MISSION STATEMENT

The primary purpose of traffic mitigation payments is the regulation by provision of adequate transportation facilities in accordance with the City's adopted transportation policy.

SUMMARY

Expenditure Budget	\$ 4,962,177	FTE's	0.0
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REVENUE DESCRIPTION

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

INVENTORY OF SERVICES

DEPARTMENT 157/Traffic Mitigation ACTIVITY 1 - Traffic Mitigation

LABOR		\$0
CAPITAL OUTLAY	\$ 4,962,177	
Revenue Offset		\$0
NET COST	\$ 4,962,177	
TOTAL FTEs		0

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

EXPECTED RESULTS ■ Provide funding for preliminary engineering, right-of-way, construction, improvement, and repair of city streets and pedestrian facilities
■ Provide match funds for arterial street capital improvement grants
■ Meet requirement that development be permitted in areas where there is sufficient capacity to provide safe and efficient traffic flow or where adequate traffic improvements will be provided in conjunction with development

2010 ACCOMPLISHMENTS ◆ Provided funding support for five capital projects.

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

PERFORMANCE MEASURES	2009 Est.	2010 Est.	2011 Est.
■ Capital projects supported	6	5	6
■ Amount of capital projects support	\$ 903,000	\$ 945,000	\$ 1,650,000

BUDGETED EXPENDITURES

	2009 Actual	2010 Adopted Budget	2010 As Amended 12/15/2010	2010 Estimate	2011 Adopted Budget
Fund 157: Traffic Mitigation					
Revenue					
Beginning Fund Balance	4,193,752	3,978,295	3,978,295	4,840,810	4,652,177
Charges for Services	1,114,105	200,000	200,000	677,917	200,000
Interest Earnings	139,031	110,000	110,000	125,000	110,000
Total Available	5,446,888	4,288,295	4,288,295	5,643,727	4,962,177
Expenditures					
Salaries & Benefits	10,010	-	-	16,050	-
M & O	89,013	-	-	25,000	-
Transfers Out	503,200	-	-	945,000	-
Capital Outlay	3,855	4,288,295	4,288,295	5,500	4,962,177
Total Expenditures	606,078	4,288,295	4,288,295	991,550	4,962,177
Ending Fund Balance	4,840,810	0	0	4,652,177	0
2011 Budget Appropriation					4,962,177

CONTINGENCY RESERVE Rainy Day Fund FUND 160

MISSION STATEMENT

To provide a reserve for unforeseen events and unbudgeted expenses as part of the prudent financial management of the City of Everett.

SUMMARY

Expenditure Budget	\$	-	FTE's	0.0
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REVENUE DESCRIPTION

The source of funding for this program is optional contributions from the General Fund. The City's expenditure-to-assessed value ratio currently limits the fund's accumulation to about 4% of the General Fund budget.

INVENTORY OF SERVICES

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

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

DESCRIPTION

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

EXPECTED RESULTS

- Maintain adequate Rainy Day fund balance to support General Fund balance

PERFORMANCE MEASURES	2009	2010 Est.	2011 Est.
▲ Fund Balance as a % of maximum	81%	77%	80%

BUDGETED EXPENDITURES

	2009 Actual	2010 Adopted Budget	2010 As Amended 12/15/10	2010 Estimate	2011 Adopted Budget
Fund 160: Rainy Day Fund					
Revenue					
Beginning Fund Balance	4,160,208	4,174,844	4,174,844	4,100,148	4,100,148
Property Tax Revenue	0	-	-	-	-
Interest Earnings	(60,060)	-	-	-	-
Total Available	4,100,148	4,174,844	4,174,844	4,100,148	4,100,148
Expenditures					
Miscellaneous	-	-	-	-	-
Total Expenditures	0	0	0	0	0
Ending Fund Balance	4,100,148	4,174,844	4,174,844	4,100,148	4,100,148
2011 Budget Appropriation					4,100,148

CAPITAL IMPROVEMENT RESERVE FUND 162

MISSION STATEMENT

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

SUMMARY

Expenditure Budget	\$	7,179,800	FTE's	0.0
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REVENUE DESCRIPTION

CIP 2

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

CIP 4

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

INVENTORY OF SERVICES

DEPARTMENT 162/Capital Improvement Reserve ACTIVITY 1 - CIP 2

DEBT SERVICE	\$2,209,800
INTERGOVERNMENTAL	\$500,000
TOTAL COST	\$2,709,800
TOTAL FTEs	0

- DESCRIPTION
- Provides a mechanism to track the collection and use of the first quarter of one percent real estate excise tax as well as other funding sources
 - Provides a reserve for future debt service requirements of capital projects completed through this program, details of which can be found in the Capital Improvement Program section of this budget
- EXPECTED RESULTS
- Provide funding for the 2011 debt service requirements of this program which include; the 2001 Variable Rate Demand LTGO Bonds for the arena land; a portion of the 2003 LTGO bonds for the Conference Center; and \$500,000 to the Public Facilities District for debt support

INVENTORY OF SERVICES (Continued)

DEPARTMENT 162/Capital Improvement Reserve ACTIVITY 2 - CIP 4

CAPITAL OUTLAY	\$4,470,000
TOTAL COST	\$4,470,000
TOTAL FTEs	0

DESCRIPTION

- Builds a reserve for future cultural and recreational improvements, transportation improvements, and other general government capital projects
- Provides long-term general government capital project planning in order to estimate resources needed for future projects

EXPECTED RESULTS

- Provide timely and reliable information regarding the financial impacts of capital improvement projects
- Provide funding for several capital projects as directed by Administration and Council

BUDGETED EXPENDITURES

	2009 Actual	2010 Adopted Budget	2010 As Amended 12/15/2010	2010 Estimate	2011 Adopted Budget
Fund 162: Capital Reserve					
Program 002: CIP 2					
Revenue					
Beginning Balance	12,966,126	10,718,329	11,518,329	14,344,103	16,402,124
Real Estate Excise Tax	613,886	768,750	768,750	585,000	580,000
Miscellaneous Revenue	83,477	80,000	80,000	65,600	60,000
Interest Earnings	249,459	414,478	414,478	391,000	503,000
Proceeds from Sale of Land	10,244,653	-	-	4,033,421	-
Total Available	24,157,601	11,981,557	12,781,557	19,419,124	17,545,124
Expenditures					
Intergovernmental Payments	500,000	500,000	500,000	500,000	500,000
Transfers Out - Projects	3,149,816	-	-	-	-
Transfers Out - Debt Service	766,846	3,019,000	3,819,000	2,517,000	2,209,800
Debt Service	5,396,836	-	-	-	-
Total Expenditures	9,813,498	3,519,000	4,319,000	3,017,000	2,709,800
Ending Balance	14,344,103	8,462,557	8,462,557	16,402,124	14,835,324
Program 004: CIP 4					
Revenue					
Beginning Balance	10,390,117	6,331,638	6,996,138	8,136,119	9,961,119
South Precinct Rental	187,529	191,843	191,843	193,000	198,900
Intergovernmental Revenue	1,383,068	-	-	-	-
Interest Earnings	(146,364)	-	-	-	-
Donations	20,000	20,000	20,000	20,000	20,000
Transfer In	-	-	6,000,000	6,070,000	70,000
Total Available	11,834,350	6,543,481	13,207,981	14,419,119	10,250,019
Expenditures					
LID Development Fees	-	20,000	20,000	20,000	20,000
Project Expenditures	48,427	-	-	-	-
Transfer Out	3,649,804	3,121,678	10,236,178	4,438,000	4,450,000
Total Expenditures	3,698,231	3,141,678	10,256,178	4,458,000	4,470,000
Ending Balance	8,136,119	3,401,803	2,951,803	9,961,119	5,780,019
2011 Budget Appropriation					27,795,143

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COMMUNITY HOUSING IMPROVEMENT PROGRAM (CHIP) FUND 197

MISSION STATEMENT

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

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

SUMMARY

Expenditure Budget	\$	1,246,898	FTE's	3.5
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REVENUE DESCRIPTION

- The sources of funds for Fund 197 are the HOME Program, through a consortium with Snohomish County, repayments from previous loans and interest earnings, Snohomish County Housing Trust Fund (HTF 2060), Community Development Block Grant (CDBG), and Energy funds.
- Loan repayments vary from year to year and are unpredictable. For 2011 they are estimated to be \$300,000.
- Beginning in 2002, the Snohomish County Auditor started collecting a surcharge of \$10.00 on instruments recorded in the County. A part of these funds is put into the Snohomish County Housing Trust 2060 Fund to be used for development, preservation, operation and maintenance of low-income housing. The City receives a portion of these funds through an interlocal agreement with Snohomish County signed in 2004. These funds are loaned out to non-profit housing developers.
- HOME Program funds are loaned out to nonprofit housing developers and are also used for CHIP owner-occupied housing rehabilitation loans. The source of these funds is the Department of Housing and Urban Development (HUD), passed through Snohomish County by a consortium agreement.

INVENTORY OF SERVICES

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

LABOR	\$0
M&O	\$870,000
Revenue Offset	(\$870,000)
NET COST	\$0
TOTAL FTEs	0

DESCRIPTION

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

EXPECTED RESULTS

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

2010
ACCOMPLISHMENTS

- ◆ Provided funding for weatherization of 48 low income housing units in the Commerce Building.
- ◆ Funded rehabilitation of 16 owner-occupied & 7 nonprofit projects

2011 GOALS

- Goal #1 ■ Fund rehabilitation loan program for rental and downtown properties
- Goal #2 ■ Review and improve the CHIP procedure manual

FUTURE TRENDS

- CHIP services are being expanded beyond the original owner-occupied rehabilitation program to one which assists non-profits and downtown property owners.

INVENTORY OF SERVICES (Continued)

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

LABOR	\$328,391
M&O	\$48,507
Revenue Offset	(376,898)
NET COST	\$0
TOTAL FTEs	3.5

- DESCRIPTION**
- Administers funding for rehabilitation of owner-occupied and investor properties to benefit low-income occupants
 - Advertises program, qualifies applicants and arranges financing through loans and private investment from participating local lenders
 - Inspects properties and develops construction specifications for rehabilitation
 - Administers construction contracts and manages construction of rehabilitation

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

- 2010 ACCOMPLISHMENTS**
- ◆ Managed extensive rehabilitation of 26 owner-occupied projects
 - ◆ Worked with Compass Health, 4 Boys & Girls Clubs' facilities, Interfaith Shelter, Little Red School House, and Commerce Building on much needed rehabilitation
 - ◆ Furnished HOME new construction funding for 40 ArtSpace Artists' Lofts and HOME funded down payment assistance for 3 families in HomeSight's homeownership program

- 2011 GOALS**
- Goal #1 ■ Manage housing rehabilitation assistance to low and moderate income households
 - Goal #2 ■ Continue rehabilitation loan program for rental properties to create or improve housing affordability to low/very low income tenants

- FUTURE TRENDS**
- Federal government will place increasing responsibility for funding housing programs on the state and local jurisdictions

PERFORMANCE MEASURES

	2009	2010 Est.	2011 Est.
◆ Owner-occupied loans	16 loans 16 dwelling units	26 loans 26 dwelling units	26 loans 26 dwelling units
◆ Investor loans (rentals)	0	2	2
◆ Nonprofit loans (housing)	1 loan 6 dwelling units	4 loans 79 dwelling units	2
◆ Nonprofit facility rehabilitation including shelters	6	2	2

POSITION SUMMARY	FTE	POSITION SUMMARY	FTE
Housing Finance Advisor	1	Administrative Assistant	0.5
Housing Improvement Inspector	2		

THREE-YEAR PERSONNEL COMPARISON

Class	Title	2009	2010	2011
6153	Housing Finance Advisor	1.0	1.0	1.0
6155	Housing Improvement Inspector	2.0	2.0	2.0
6301	Administrative Assistant	.5	.5	.5
TOTAL FTE		3.5	3.5	3.5

BUDGETED EXPENDITURES

	2009 Actual	2010 Adopted Budget	2010 As Amended 12/15/2010	2010 Estimate	2011 Adopted Budget
Fund 197: CHIP Loan Program					
Revenue					
Beginning Cash & Loans Receivable	11,172,130	12,515,865	12,515,865	13,660,824	14,200,000
Grant Revenue	2,796,983	1,294,060	1,294,060	1,294,060	1,940,116
Interest Earnings	129,206	140,000	140,000	140,000	128,000
Miscellaneous	2,966	250,500	250,500	250,500	5,500
Total Available	14,101,285	14,200,425	14,200,425	15,345,384	16,273,616
Expenditures					
CHIP Loan Program - M & O	38,453	930,603	930,603	788,500	908,907
CHIP Salaries & Benefits	323,839	315,865	315,865	315,865	328,391
CHIP M & O	78,169	41,019	41,019	41,019	9,600
Total Expenditures	440,461	1,287,487	1,287,487	1,145,384	1,246,898
Ending Cash & Loans Receivable	13,660,824	12,912,938	12,912,938	14,200,000	15,026,718
2011 Budget Appropriation					16,273,616

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FUND 198

MISSION STATEMENT

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

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

SUMMARY

Expenditure Budget	\$	1,228,855	FTE's	2.0
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REVENUE DESCRIPTION

Since 1974 the City of Everett has applied for, and received, Community Development Block Grant (CDBG) funding from the U.S. Department of Housing and Urban Development (HUD). Every year HUD determines the amount of CDBG funding for each community.

Everett's allocation of CDBG funding has increased this year to \$1,002,301 for the 2010/2011 program year. This is an increase over the previous allocation of \$928,451. This increase has reversed the decline of funding from the 2003/2004 program year through 2008/2009. It is anticipated that CDBG funding levels will remain about the same for the next funding cycle. The Community Development Block Grant program generally enjoys widespread support and has been serving low income residents throughout the country since 1974.

Each year, through a public process, the City's Citizens' Advisory Committee for Housing and Community Development formulates a CDBG funding recommendation to the City Council. City Council then authorizes the Mayor to apply to HUD for the grant. The application is in the form of an Action Plan, which delineates how all of the appropriated funds are to be spent. The City is also required by HUD to adopt a five-year Consolidated Plan, and the Annual Plan is required to be consistent with this five-year plan.

INVENTORY OF SERVICES

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

LABOR	\$193,290
M&O	\$1,035,565
Revenue Offset	(\$1,228,855)
NET COST	\$0
TOTAL FTEs	2

DESCRIPTION

- Administers Community Development Block Grants and other funds from HUD according to federal and state regulations
- Preserves and protects the historic resources of the community

EXPECTED RESULTS

- Provide decent housing, a suitable living environment, and economic opportunities to persons of low and moderate incomes
- Provide low-income neighborhoods with funding for neighborhood improvement projects meeting federal guidelines
- Preserve historic resources of the community

2010 ACCOMPLISHMENTS

- ◆ Met HUD standards for timeliness in expending grant funds
- ◆ Supported public service programs providing emergency housing, domestic violence counseling, family counseling, medical and dental care, transportation, child care, and employment counseling to low-income persons
- ◆ Completed 2010-1014 Consolidated Plan in cooperation with non-profit agencies, business, Everett Housing Authority, neighborhood groups, and citizens at large
- ◆ Worked with Snohomish County and agencies to insure adherence to federal environmental laws for projects funded with HOME funds and jointly funded with CDBG funds
- ◆ Completed Hewitt Avenue National Register nomination funded with state Certified Local Government grant

2011 GOALS

- Goal #1 ■ Work with Snohomish County to insure adherence to federal environmental laws for projects funded with HOME and state funds and jointly funded with CDBG funds
- Goal #2 ■ Administer Certified Local Government program to preserve historic resources
- Goal #3 ■ Administer City Human Needs Grant program

FUTURE TRENDS

- The federal government will increase pressure on local governments to fund housing and community development programs while providing less federal funding to those communities
- Added regulations will add significant cost and time to CDBG, HOME and state-funded projects

PERFORMANCE MEASURES	2009	2010 Est.	2011 Est.
↓ CDBG Programs & Projects Completed	30	26	28
↓ Family programs	9	9	9
↓ Housing programs	6	6	4
↓ Special needs programs	5	5	4
↓ Capital projects	10	6	10
↓ Consolidated Plan updated	0	0	1
↓ Meetings - Historical Commission and Citizen's Advisory Committee for Housing and Community Development	15	19	15
↓ Human Needs Grants administered	N/A	42	42

POSITION SUMMARY	FTE	POSITION SUMMARY	FTE
Planner	1	Community Development Specialist	1

THREE-YEAR PERSONNEL COMPARISON

Class	Title	2009	2010	2011
1670	Planner	1.0	1.0	1.0
6151	Community Development Specialist	1.0	1.0	1.0
TOTAL FTE		2.0	2.0	2.0

BUDGETED EXPENDITURES

Fund 198: Community Dev. Block Grant	2009	2010	2010	2010	2011
	Actual	Adopted Budget	As Amended 12/15/2010	Estimate	Adopted Budget
Revenue					
Beginning Cash & Loans Receivable	489,518	369,449	369,449	570,556	428,855
Grant Revenue	651,819	839,868	939,868	939,868	800,000
Misc Revenue	91,821	-	-	-	-
Total Available	1,233,158	1,209,317	1,309,317	1,510,424	1,228,855
Expenditures					
Salaries & Benefits	186,955	187,266	197,266	197,266	193,290
M & O	1,646	75,500	165,500	165,500	96,650
Operating Grants	459,565	334,659	334,659	334,659	288,834
Capital Outlays	-	595,259	595,259	367,511	633,564
Interfund Services & Charges	14,436	16,633	16,633	16,633	16,517
Total Expenditures	662,602	1,209,317	1,309,317	1,081,569	1,228,855
Ending Balance	570,556	0	0	428,855	0
2011 Budget Appropriation					1,228,855

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