
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	\$720,000	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
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CAPITAL OUTLAY	\$570,000
TOTAL COST	\$570,000
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

	2010	2011	2011	2011	2012
	Actual	Adopted	As Amended	2011	Adopted
Fund 126: Motor Vehicle/Equip. Repl.		Budget	12/14/2011	Estimate	Budget
Program 126: General Gov Vehicle Repl.					
Revenue					
Beginning Fund Balance	5,077,379	4,161,045	4,710,045	5,827,413	5,549,413
Grant Revenue	4,000	-	-	-	-
Contribution From General Fund/Other	1,194,889	1,188,443	1,188,443	-	796,596
Sale of Fixed Assets	79,931	35,000	35,000	20,000	20,000
Interest Earnings	190,634	125,000	125,000	136,000	138,735
Total Available	6,546,833	5,509,488	6,058,488	5,983,413	6,504,744
Expenditures					
Labor Relations/HR Vehicle Replacement	32,280	-	-	-	-
Engineering Vehicle Replacement	81,049	-	-	-	-
Police Vehicle Replacement	411,219	368,000	390,000	50,000	320,000
Fire Vehicle Replacement	40,284	527,000	1,054,000	-	-
Facilities Vehicle Replacement	-	-	-	30,000	-
Parks Vehicle Replacement	154,588	104,000	104,000	104,000	-
Unanticipated Replacements/Misc	-	250,000	250,000	250,000	250,000
Total Expenditures	719,420	1,249,000	1,798,000	434,000	570,000
Ending Balance	5,827,413	4,260,488	4,260,488	5,549,413	5,934,744
Program 501: MVD Equipment Repl.					
Revenue					
Beginning Fund Balance	411,176	422,827	422,827	358,011	316,311
Interest Earnings	12,908	11,150	11,150	8,300	7,900
Total Available	424,084	433,977	433,977	366,311	324,211
Expenditures					
Transfers Out	66,073	150,000	150,000	50,000	150,000
Total Expenditures	66,073	150,000	150,000	50,000	150,000
Ending Balance	358,011	283,977	283,977	316,311	174,211
2012 Budget Appropriation					6,828,955

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HOTEL/MOTEL TAX FUND FUND 138

MISSION STATEMENT

Promote tourism in the City of Everett.

SUMMARY

Expenditure Budget	\$	283,311	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	\$231,000
Debt Service	52,311
TOTAL COST	\$283,311
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
 - Maintain a reserve balance adequate to cover one year of fixed obligations

BUDGETED EXPENDITURES

	2011		2011		2012
	2010	Adopted	As Amended	2011	Adopted
Fund 138: Hotel/Motel Tax	Actual	Budget	12/14/2011	Estimate	Budget
Revenue					
Beginning Fund Balance	349,285	248,774	248,774	262,320	258,659
Hotel/Motel Tax	283,331	290,000	290,000	275,000	280,500
Interest Earnings	12,110	10,500	10,500	4,650	6,500
Total Available	644,726	549,274	549,274	541,970	545,659
Expenditures					
Everett Stadium Seating	52,311	52,311	52,311	52,311	52,311
Grant Recipients	230,095	135,000	135,000	131,000	131,000
Multi-Purpose Facility	100,000	100,000	100,000	100,000	100,000
Total Expenditures	382,406	287,311	287,311	283,311	283,311
Ending Fund Balance	262,320	261,963	261,963	258,659	262,348

2012 Budget Appropriation	545,659
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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	\$ 706,626	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	\$ 706,626
Revenue Offset	0
NET COST	\$ 706,626
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

- 2011 ACCOMPLISHMENTS
- ◆ Completed Downtown Streetscape Phase I construction
 - ◆ Implemented Downtown Parking Study initiated recommendations
 - ◆ Completed design for Downtown Streetscape – Phase II

- 2012 GOALS
- Goal #1 ■ Seek outside funding for Phase II Construction of Downtown Streetscape
 - 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	2010	2011 Est.	2012 Est.
■ Parking Citations issued	22,215	20,500	21,000

BUDGETED EXPENDITURES

Fund 144: Downtown Improvement Fund	2010	2011	2011	2011	2012
	Actual	Adopted Budget	As Amended 12/14/2011	Estimate	Adopted Budget
Revenue					
Beginning Balance	201,217	828,767	828,767	255,540	185,379
Parking Fines	505,376	513,447	513,447	453,915	513,447
Interfund Transfer from Gen Fund/Other	750,000	-	600,000.00	34,303	-
Interest Earnings	18,843	7,800	7,800	4,921	7,800
Interfund Loans	-	-	-	780,000	-
Total Available	1,475,436	1,350,014	1,950,014	1,528,679	706,626
Expenditures					
Salaries & Benefits	215	-	-	-	-
M & O	-	-	-	-	-
Professional Services	619,680	1,350,014	1,350,014	36,500	-
Interfund Debt Service	-	-	-	6,800	676,626
Capital Outlay	600,000	-	-	1,300,000	30,000
Transfer Out	-	-	600,000	-	-
Total Expenditures	1,219,895	1,350,014	1,950,014	1,343,300	706,626
Ending Fund Balance	255,541	0	0	185,379	0
2012 Budget Appropriation					706,626

CUMULATIVE RESERVE - REAL PROPERTY ACQUISITION FUND 145

MISSION STATEMENT

To consolidate City funding for the acquisition of real property.

SUMMARY

Expenditure Budget	\$ 1,886,988	FTE's	0.0
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REVENUE DESCRIPTION

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

INVENTORY OF SERVICES

DEPARTMENT	145/Cumulative Reserve - Real Property Acquisition	ACTIVITY	1 - Real Property Acquisition
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LABOR	\$0
M&O	29,800
CAPITAL OUTLAY	1,857,188
Revenue Offset	(87,581)
NET COST	\$1,799,407
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

	2010	2011	2011	2011	2012
	Actual	Adopted	As Amended	2011	Adopted
Fund 145: Cum Resv/Real Prop. Acq.		Budget	12/14/2011	Estimate	Budget
Revenue					
Beginning Fund Balance	6,235,378	2,409,424	2,409,424	2,440,407	1,799,407
Interest Earnings	183,984	78,303	78,303	78,303	57,581
Right of Way Fees	30,984	60,000	60,000	7,746	30,000
Miscellaneous	2,100	-	-	350,635	-
Sale Proceeds/Vacation of Prop	1,100	-	-	100,720	-
Total Available	6,453,546	2,547,727	2,547,727	2,977,811	1,886,988
Expenditures					
Land & Building	64	2,518,227	2,518,227	1,148,604	1,857,488
M & O	13,075	29,500	29,500	29,800	29,500
Transfers Out	4,000,000	-	-	-	-
Total Expenditures	4,013,139	2,547,727	2,547,727	1,178,404	1,886,988
Ending Fund Balance	2,440,407	0	0	1,799,407	0
2012 Budget Appropriation					1,886,988

**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	\$ 4,255,561	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	986,449
CAPITAL OUTLAY	3,269,112
Revenue Offset	(1,309,853)
NET COST	\$2,945,708
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
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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
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BUDGETED EXPENDITURES

	2010	2011	2011	2011	2012
	Actual	Adopted	As Amended	Estimate	Adopted
Fund 146: Property Management		Budget	12/14/2011		Budget
Revenue					
Beginning Fund Balance	5,386,081	5,414,651	5,704,921	5,760,813	4,946,582
Facilities Lease	643,656	557,800	557,800	575,700	589,100
Parking	25,658	31,400	31,400	21,200	21,500
Grant Revenue	110,964	-	383,337	383,337	-
Interest Earnings	196,260	186,782	186,782	140,800	122,853
Misc Revenue	112,120	17,900	17,900	-	-
Transfers In	745,092	-	-	290,270	576,400
Total Available	7,219,831	6,208,533	6,882,140	7,172,120	6,256,435
Expenditures					
Salaries & Benefits	53,119	-	-	-	-
M & O	449,095	306,500	306,500	282,300	289,900
Interfund Services & Charges	384,176	-	-	-	-
Repairs & Maintenance	158,223	153,900	153,900	252,900	265,400
Capital Outlays	414,405	2,005,672	2,679,279	1,385,748	3,269,112
Transfer Out	-	304,590	304,590	304,590	431,149
Total Expenditures	1,459,018	2,770,662	3,444,269	2,225,538	4,255,561
Ending Fund Balance	5,760,813	3,437,871	3,437,871	4,946,582	2,000,874

2012 Budget Appropriation	6,256,435
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CUMULATIVE RESERVE FOR PARKS FUND 148

MISSION STATEMENT

To provide funding for special parks projects and programs.

SUMMARY

Expenditure Budget	\$ 1,178,078	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

M&O	\$13,177
Revenue Offset	0
NET COST	\$13,177
TOTAL FTEs	0

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

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

2011
ACCOMPLISHMENTS ■ Replaced swim center boiler and chiller.
■ Upgraded swim center changing room area.
■ Conducted architectural review and life cycle analysis.

2012 GOAL
 Goal #1 ■ Perform minor swim center upgrades.

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

M&O	\$305,565
Revenue Offset	0
NET COST	\$305,565
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.

2011 ACCOMPLISHMENTS
■ Replaced Kasch Park fields 5/6 lighting crossarms.
■ Initiated renovation planning for Kasch Park synthetic surface and associated drainage.

2012 GOAL
 Goal #1 ■ Initiate replacement of Kasch soccer field #1.

INVENTORY OF SERVICES (Continued)

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

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 cable TV subscribers in Everett; providing community members with the opportunity to enhance their knowledge and understanding on issues of local significance.

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

2011 ACCOMPLISHMENTS ◆ Continued production and broadcast of City Council meetings, crime prevention show, Rinkside, Inside Everett show and Mayor's Updates. Added "Inside Out" public works show
◆ 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 and YouTube
◆ Continued to plan for equipment upgrade for all-digital system

2012 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 ETV 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 as well as with web-based services such as web-streaming and other social media tools such as YouTube.
■ Develop community partnerships with other government entities.
■ Create new programs involving youth activities and diverse populations to further serve our culturally diverse populations.

PERFORMANCE MEASURES	2010	2011 Est.	2012 Est.
▼ Increase viewership measured via webstream	0%	5%	10%
▼ 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

M&O	\$84,336
Revenue Offset	0
NET COST	\$4,336
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, and that it remain 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.

2011
ACCOMPLISHMENT ◆ Completed design and cost estimate for reroofing project.

2012 GOALS
Goal #1 ■ Reroof house and carriage house.
Goal #2 ■ Replace 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

Capital Outlay	\$175,000
Revenue Offset	0
NET COST	\$175,000
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.

2012 GOALS
Goal #1 ■ Develop initial renovation program at Clark Park.
Goal #2 ■ Acquire replacement playground equipment for various park locations.
Goal #3 ■ Replace roof on Floral Hall at Forest Park.
Goal #4 ■ Complete Lowell Riverfront Trail / Rotary Park path improvements.

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

BUDGETED EXPENDITURES

	2010 Actual	2011 Adopted Budget	2011 As Amended 12/14/2011	2011 Estimate	2012 Adopted Budget
Fund 148 - Parks Reserve					
Program 000- Cumulative Reserve Revenue					
Beginning Fund Balance	148,842	12,342	12,342	38,537	39,372
Miscellaneous Revenue	52				
Interest Earnings	19,559			1,000	800
Total Available	168,453	12,342	12,342	39,537	40,172
Expenditures					
M & O	129,916	12,342	12,342	165	13,177
Total Expenditures	129,916	12,342	12,342	165	13,177
Ending Fund Balance	38,537	0	0	39,372	26,995
Program 001 - Maintenance Reserve (Boat launch, Softball & Soccer) Revenue					
Beginning Fund Balance	444,428	381,428	381,428	407,981	354,215
Interest Earnings	13,089	12,000	12,000	7,000	1,350
Total Available	457,517	393,428	393,428	414,981	355,565
Expenditures					
M & O	49,536	150,000	150,000	60,766	305,565
Total Expenditures	49,536	150,000	150,000	60,766	305,565
Ending Fund Balance	407,981	243,428	243,428	354,215	50,000
Program 005 - Maintenance & Ops Reserve Revenue					
Beginning Fund Balance	12,775	30,558	30,558	30,800	59,076
Interest Earnings	742	993	993	700	1,200
Transfers In	17,283			27,576	-
Total Available	30,800	31,551	31,551	59,076	60,276
Expenditures					
M & O	0	0	0	0	0
Total Expenditures	0	0	0	0	0
Ending Fund Balance	30,800	31,551	31,551	59,076	60,276
Program 006 - New Program Reserve Revenue					
Beginning Fund Balance	6,387	15,279	15,279	15,400	29,288
Interest Earnings	371	497	497	400	750
Transfers In	8,642			13,488	-
Total Available	15,400	15,776	15,776	29,288	30,038
Expenditures					
M & O	0	0	0	0	0
Total Expenditures	0	0	0	0	0
Ending Fund Balance	15,400	15,776	15,776	29,288	30,038

BUDGETED EXPENDITURES (cont.)

	2010 Actual	2011 Adopted Budget	2011 As Amended 12/14/2011	2011 Estimate	2012 Adopted Budget
Fund 148 - Parks Reserve					
Program 007 - Capital Project Reserve					
Revenue					
Beginning Fund Balance	44,712	106,703	106,703	107,801	205,219
Interest Earnings	2,598	1,695	1,695	3,000	3,200
Transfers In	60,491	-	-	94,418	-
Total Available	107,801	108,398	108,398	205,219	208,419
Expenditures					
M & O					
Capital Outlay	-	54,517	54,517	-	175,000
Total Expenditures	0	54,517	54,517	0	175,000
Ending Fund Balance	107,801	53,881	53,881	205,219	33,419
Program 019 - PEG Fees					
Revenue					
Beginning Fund Balance	1,433,734	1,705,734	1,705,734	1,720,119	2,013,119
Franchise Fees	291,624	300,000	300,000	250,000	300,000
Interest Earnings	48,730	51,000	51,000	44,000	51,000
Total Available	1,774,087	2,056,734	2,056,734	2,014,119	2,364,119
Expenditures					
M & O	33,329	-	-	-	-
Capital Outlay	20,639	600,000	600,000	1,000	600,000
Total Expenditures	53,968	600,000	600,000	1,000	600,000
Ending Fund Balance	1,720,119	1,456,734	1,456,734	2,013,119	1,764,119
Program 321 - Van Valey House Reserve					
Revenue					
Beginning Fund Balance	81,011	83,011	83,011	83,560	82,437
Interest Earnings	2,549			750	1,899
Total Available	83,560	83,011	83,011	84,310	84,336
Expenditures					
M & O		83,011	83,011	1,873	84,336
Total Expenditures	0	83,011	83,011	1,873	84,336
Ending Fund Balance	83,560	0	0	82,437	0
2012 BUDGET APPROPRIATION - FUND 148 TOTAL					3,142,925

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	\$	109,150	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, Sees candy sale, Ladies Tea, Taste of Retirement, Annual USO Veterans Day Dance)
- Private and Public Donations
- Advertising in monthly newsletter (i.e., "Golden Messenger") by private sector
- Computer Class Fees
- Parking Sticker Donations/Parking Fees
- Travel Fees
- Miscellaneous Sales
- Coffee Bar Sales

INVENTORY OF SERVICES

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

M&O	\$109,150
Revenue Offset	(111,825)
NET REVENUE	(\$ 2,675)
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

2011

ACCOMPLISHMENTS

- ◆ Offered a variety of trip destinations, classes and events to attract, encourage and increase baby boomer membership
- ◆ Worked with volunteer coordinator in offering and hosting Saturday Dances
- ◆ Secured adequate funds through fundraising to subsidize professionally painted, welcoming mural in senior center Lombard Street foyer
- ◆ Increased fundraising events through private donation funds and Taste of Retirement events to cover senior center costs not subsidized by general fund expenses

2012 GOALS

- Increase partnering with retirement communities to subsidize the cost of special events open to the senior public (such as the annual USO Veterans Day dance)
- Increase revenue through advertising in newsletter and display boards, increased facility rental of enlarged Multi-Purpose Room for weddings, reunions and private parties, etc., and increased awareness of special event paid parking below the building
- Organize senior art show displaying artwork created by Senior Center members. Participants will be charged a table fee, with members allowed to sell their artwork at the event
- Update computer lab with more visually enhanced hardware, including upgrading software program from VISTA to Windows 7
- Install InFocus, projector screens and speakers in classrooms 1, 3, Computer Lab and MPR to enhance meetings, classes, seminars and activities
- Replace soundboard in Multi-Purpose Room to enhance present speaker system

FUTURE TRENDS

- Increased participation in class and trip activities as "baby boomer" generation comes of age (50 years and older)

BUDGETED EXPENDITURES

Fund 149: Senior Center Reserve	2010	2011	2011	2011	2012
	Actual	Adopted Budget	As Amended 12/14/2011	Estimate	Adopted Budget
Revenue					
Beginning Fund Balance	367,530	302,792	302,792	393,107	432,022
Charges for Services	61,956	92,150	92,150	68,349	84,275
Interest Earnings	14,718	10,000	10,000	10,000	10,000
Private Contributions	8,964	11,430	11,430	12,607	8,650
Miscellaneous Revenue	3,018	5,650	5,650	7,320	8,900
Total Available	456,187	422,022	422,022	491,383	543,847
Expenditures					
M & O	63,079	101,399	101,399	59,361	109,150
Total Expenditures	63,079	101,399	101,399	59,361	109,150
Ending Fund Balance	393,107	320,623	320,623	432,022	434,697

2012 Budget Appropriation	543,847
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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	\$	110,000	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	110,000
Revenue Offset	(57,000)
NET COST	\$53,000
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

2011 ACCOMPLISHMENTS ◆ Reorganized 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

2012 GOALS
 Goal #1 ■ Supplement medical expenses for spay/neuter clinic
 Goal #2 ■ Expansion of outreach activities to raise additional funds for the health and welfare of the shelter animals
 Goal #3 ■ Recruitment of more volunteers to participate in more outreach and fund raising

FUTURE TRENDS ■ Establish a yearly signature event to raise funds for the benefit of the shelter animals

BUDGETED EXPENDITURES

	2010	2011	2011	2011	2012
	Actual	Adopted Budget	As Amended 12/14/2011	Estimate	Adopted Budget
Fund 151: Fund for Animals					
Revenue					
Beginning Fund Balance	360,527	467,527	467,527	465,677	447,677
Interest Earnings	15,137	7,000	7,000	7,000	7,000
Private Contributions	90,251	50,000	80,000	50,000	50,000
Total Available	465,914	524,527	554,527	522,677	504,677
Expenditures					
M & O	236	75,000	105,000	75,000	110,000
Total Expenditures	236	75,000	105,000	75,000	110,000
Ending Fund Balance	465,677	449,527	449,527	447,677	394,677
2012 Budget Appropriation					504,677

BUDGETED EXPENDITURES

	2011		2011		2012
	2010	Adopted	As Amended	2011	Adopted
Fund 152: Cumulative Rsv/Library	Actual	Budget	12/14/2011	Estimate	Budget
Revenue					
Beginning Fund Balance	492,393	539,133	539,133	541,028	465,340
Charges for Services	3,705	3,200	3,200	2,958	3,200
Interest Earnings	19,571	17,560	17,560	16,075	12,994
Private Contributions	53,461	5,250	40,250	46,279	5,250
Book Sale Proceeds	11,265	14,000	14,000	14,000	14,000
Total Available	580,393	579,143	614,143	620,340	500,784
Expenditures					
M & O	10,964	76,500	79,500	55,500	24,000
Books/Other Materials	6,496	2,000	2,000	18,000	20,000
Equipment	21,905	2,000	134,000	81,500	500
Total Expenditures	39,365	80,500	215,500	155,000	44,500
Ending Fund Balance	541,028	498,643	398,643	465,340	456,284
2012 Budget Appropriation					500,784

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	\$	7,481,025	FTE's	43.0
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REVENUE DESCRIPTION

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

INVENTORY OF SERVICES

DEPARTMENT 153/Emergency Medical Services

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

LABOR	\$6,150,652
M&O	1,330,373
CAPITAL OUTLAY	0
Revenue Offset	(7,481,025)
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

2011
ACCOMPLISHMENTS  Provided the highest level of emergency medical care possible to the Everett community
 Responded to an estimated 15,418 requests for emergency medical care, 2,130 Fire/Rescue alarms and 656 false alarms
 Implemented a new cardiac arrest tracking program WACARES. All cardiac arrest information is sent to the State of Washington and forwarded to the CDC in Atlanta
 Implementing a paperless software program called ESO. Developed an entire training program around the introduction of ESO
Purchased, created a training program and placed in service our new LifePack 15's from Physio Control

2012 GOALS
Goal #1  Purchase new AED's and create a training program for a smooth introduction onto the field units
Goal #2  Purchase a bariatric unit with Medic One Foundation grant funds
Goal #3  Introduce a new Dispatching Software (New World) along with a training program to teach our users the capabilities and limitations of the software

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

PERFORMANCE MEASURES

	2010	2011 Est.	2012 Est.
 EMS alarms	15,418	15,418	15,594
 Fire/Haz Mat/Rescue/Other	2,315	2,132	2,155

POSITION SUMMARY	FTE	POSITION SUMMARY	FTE
Firefighter Paramedic	30.0	Medical Service Officer	2.0
Firefighter EMT	9.0		
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).

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

2011 ACCOMPLISHMENTS  Implemented the Safe Baby program that allows individuals the ability to drop off an infant at a fire station and know the baby will be safely transported to the hospital.

2012 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  Continuing to increase efficiency while coping with declining resources and increased demand.

PERFORMANCE MEASURES

	2010	2011 Est.	2012 Est.
 Fire dept. personnel trained/educated	189	189	189
 City of Everett personnel trained/educated	250	250	250
 Community members trained/educated	2,612	0	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

- 2011 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
 - ◆ Established Pandemic Flu Plan to address the H1N1 and Avian Flu

2012 GOALS

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

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

PERFORMANCE MEASURES

	2010	2011 Est.	2012 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	2010	2011	2012
2230	Firefighter Paramedic	29.0	30.0	30.0
2250	Medical Services Officer	2.0	2.0	2.0
2200	Firefighter EMT	10.0	9.0	9.0
2400	Office Specialist	2.0	2.0	2.0
	TOTAL FTE	43.0	43.0	43.0

BUDGET CHANGES

This schedule includes only staffing and related changes from the 2011 Adopted Budget to the 2012 Proposed Budget. It excludes labor cost changes related to the cost of living, step increases, or employee benefits changes.

FTE	Item	Labor Amount	M & O Amount	Total
	None			-

BUDGETED EXPENDITURES

	2010	2011	2011	2011	2012
	Actual	Adopted Budget	As Amended 12/14/2011	Estimate	Adopted Budget
Fund 153 Emergency Medical Svcs					
Revenue					
Beginning Fund Balance	425,514	-	-	237,864	-
Property Tax	4,401,036	6,133,123	6,133,123	6,133,123	6,181,722
Grant Revenue	2,186	1,200	1,200	1,738	1,200
Service Charges - ALS/BLS	1,743,159	1,595,845	1,595,845	987,350	1,254,952
Service Charges - Other	53,124	29,161	29,161	72,030	29,161
Interest Earnings	14,400	6,490	6,490	6,490	6,490
Other Revenue - Harborview Sublet	-	-	-	-	7,500
Interfund Loans	1,087,000	-	-	308,607	-
Total Available	7,726,419	7,765,819	7,765,819	7,747,202	7,481,025
Expenditures					
Salaries & Benefits	6,055,911	5,960,752	5,960,752	5,960,752	6,150,652
M & O	574,551	958,228	958,228	958,228	589,254
Capital Outlays	232,546	150,000	150,000	150,000	-
Debt Service - Interest	35,490	49,289	49,289	30,672	35,328
Interfund Services & Charges	290,912	328,503	328,503	328,503	358,057
Intergovernmental Charges	299,146	319,047	319,047	319,047	347,734
Total Expenditures	7,488,555	7,765,819	7,765,819	7,747,202	7,481,025
Ending Fund Balance	237,864	0	0	0	0
2012 Budget Appropriation					7,481,025

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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	\$	2,816,760	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	\$2,816,760
TOTAL COST	\$2,816,760
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

	2010	2011	2011	2011	2012
	Actual	Adopted	As Amended	Estimate	Adopted
Fund 154: Real Estate Excise Tax	Actual	Budget	12/14/2011	Estimate	Budget
Revenue					
Beginning Fund Balance	6,309,508	2,027,230	6,805,919	6,196,493	1,920,465
Real Estate Excise Tax	600,030	580,000	580,000	800,000	800,000
Transfers In	94,914	-	-	-	-
Interest Earnings	253,150	185,000	185,000	155,000	101,000
Total Available	7,257,601	2,792,230	7,570,919	7,151,493	2,821,465
Expenditures					
Transfers Out - Parks Projects	561,605	2,306,145	2,813,270	2,481,356	340,046
Transfers Out - Streets Projects	320,000	300,000	4,571,564	2,571,564	2,300,000
Pub Wks Trust Fund Loan - 75th St	61,767	61,190	61,190	61,190	60,612
Pub Wks Trust Fund Loan - Riverfront	59,056	58,514	58,514	58,514	57,973
Pub Wks Trust Fund Loan - 112th St.	58,680	58,405	58,405	58,405	58,129
Total Expenditures	1,061,108	2,784,254	7,562,943	5,231,028	2,816,760
Ending Fund Balance	6,196,493	7,976	7,976	1,920,465	4,705
2012 Budget Appropriation					2,821,465

**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	\$ 4,213,776	FTE's	0.0
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REVENUE DESCRIPTION

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

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

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

INVENTORY OF SERVICES

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

LABOR	0
INTERFUND TRANSFER	\$384,325
Revenue Offset	0
NET COST	<u>\$384,325</u>
TOTAL FTEs	0*

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

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

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

*This activity funds 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	\$14,694
INTERFUND TRANSFER	199,602
Revenue Offset	0
NET COST	<u>\$214,296</u>
TOTAL FTEs	0*

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

EXPECTED RESULTS ■ 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	0
INTERFUND TRANSFER	\$159,236
Revenue Offset	0
NET COST	\$159,236
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	\$22,366
INTERFUND TRANSFER	387,099
Revenue Offset	0
NET COST	\$409,465
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	\$9,090
INTERFUND TRANSFER	236,219
Revenue Offset	0
NET COST	\$245,309
TOTAL FTEs	0*

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

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

*This activity funds 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	\$357,008
Revenue Offset	0
NET COST	\$357,008
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	\$113,937
INTERFUND TRANSFER	506,000
Revenue Offset	(445,000)
NET COST	\$174,937
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

M&O	\$1,824,200
Revenue Offset	(565,793)
NET COST	\$1,258,407
TOTAL FTEs	0*

DESCRIPTION

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

EXPECTED RESULTS

- Efficiently and accurately account for police special project funds

*Registered Sex Offender grant program supports 1 FTE included in Fund 031 - Police

BUDGET CHANGES

This schedule includes only staffing and related changes from the 2011 Adopted Budget to the 2012 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
	Interfund Services decrease		(316,302)	(316,302)
	(2.5 police FTEs no longer funded by Criminal Justice)			
	Total	-	(316,302)	(316,302)

BUDGET EXPENDITURES

	2010 Actual	2011 Adopted Budget	2011 As Amended 12/14/2011	2011 Estimate	2012 Adopted Budget
Fund 156 Criminal Justice					
Program 470: Criminal Justice					
Revenue					
Beginning Fund Balance	8,677,936	7,260,346	7,302,639	7,393,866	6,769,364
1/10th Percent Sales Tax	1,342,191	1,302,000	1,302,000	1,250,000	1,365,000
Grant Revenue - Programs 1, 2, 3	87,318	75,600	75,600	65,131	79,200
Grant Revenue - Violent Crime/Population	695,343	286,448	286,448	457,438	292,420
DUI/Other Criminal Justice Assistance	19,204	17,100	17,100	16,833	17,060
Interest Earnings	327,498	235,854	235,854	165,000	158,000
Total Available	11,149,489	9,177,348	9,219,641	9,348,268	8,681,044
Expenditures					
Patrol Enforcement	360,958	371,063	371,063	371,063	384,325
Community Oriented Policing	199,522	217,907	217,907	217,907	214,296
Police Records Specialists	139,015	156,269	156,269	156,269	159,236
Prosecutor's Office	356,282	381,769	381,769	381,769	409,465
School Resource Officer (SRO)	239,109	232,655	232,655	232,655	245,309
Special Assault Unit	351,836	345,601	345,601	345,601	357,008
Probation - Rent	13,037	12,000	12,000	13,037	13,037
Mobile Data Computers	57,282	316,000	316,000	309,868	126,132
Municipal Court Remodel	2,000,000	-	-	-	-
Special Projects	38,581	1,083,979	1,126,272	550,735	849,002
Total Expenditures	3,755,622	3,117,243	3,159,536	2,578,904	2,757,810
Ending Balance	7,393,866	6,060,105	6,060,105	6,769,364	5,923,234
2011 Budget Appropriation - Criminal Justice Program					8,681,044

Fund 156 Police Special Projects					
Program 030: Seniors Against Crime					
Revenue					
Beginning Balance	4,426	5,076	5,076	5,239	3,889
Interest Earnings	158	150	150	150	150
Private Contributions	1,515	1,500	1,500	1,500	1,500
Total Available	6,099	6,726	6,726	6,889	5,539
Expenditures					
M & O	860	3,000	3,000	3,000	5,539
Total Expenditures	860	3,000	3,000	3,000	5,539
Ending Balance	5,239	3,726	3,726	3,889	0
Program 033: Crime Prevention					
Revenue					
Beginning Balance	10,000	7,635	7,635	10,168	10,418
Interest Earnings	168	100	100	250	250
Total Available	10,168	7,735	7,735	10,418	10,668
Expenditures					
M & O		7,735	7,735	-	10,668
Total Expenditures	0	7,735	7,735	0	10,668
Ending Balance	10,168	0	0	10,418	0
Program 041: Police Training-Interlocal					
Revenue					
Beginning Balance	13,991	9,091	9,091	17,990	19,590
Tuition Charges	3,500	6,200	6,200	5,600	5,600
Interest Earnings	526	500	500	500	500
Total Available	18,016	15,791	15,791	24,090	25,690
Expenditures					
M & O	26	15,791	15,791	4,500	25,690
Total Expenditures	26	15,791	15,791	4,500	25,690
Ending Balance	17,990	0	0	19,590	0

BUDGETED EXPENDITURES (Continued)

	2010 Actual	2011 Adopted Budget	2011 As Amended 12/14/2011	2011 Estimate	2012 Adopted Budget
Fund 156 Police Special Projects (Cont)					
Program 042: Police Misc Special Proj					
Revenue					
Beginning Balance	5,716	2,797	2,797	6,294	2,573
Grant Revenue	29,482			6,079	-
Miscellaneous Revenue	24,949	30,000	30,000	15,000	30,000
Interest Earnings	224	200	200	200	200
Total Available	60,371	32,997	32,997	27,573	32,773
Expenditures					
M & O	54,077	32,997	32,997	25,000	32,773
Total Expenditures	54,077	32,997	32,997	25,000	32,773
Ending Balance	6,294	0	0	2,573	0
Program 046: Boating Safety					
Revenue					
Beginning Balance	43,152	21,934	21,934	6,830	5,000
Vessel Registration Fees	82,088	82,000	82,000	50,846	50,000
Interest Earnings	671	600	600	350	350
Total Available	125,911	104,534	104,534	58,026	55,350
Expenditures					
M & O	12,569	22,534	22,534	18,861	20,000
Transfer Out to Fund 002	106,512	82,000	82,000	34,165	30,350
Total Expenditures	119,081	104,534	104,534	53,026	50,350
Ending Balance	6,830	0	0	5,000	5,000
Program 056: 2007 Justice Assistance Grant					
Revenue					
Beginning Balance	-	-	-	-	-
Grant Revenue	46,849	-	-	-	-
Interest Earnings	964	-	-	-	-
Total Available	47,813	0	0	0	0
Expenditures					
M & O	47,813	-	-	-	-
Total Expenditures	47,813	0	0	0	0
Ending Balance	0	0	0	0	0
Program 058: 2009 ARRA Justice Assistance Grant					
Revenue					
Beginning Balance	3,541	233,519	233,519	-	-
Grant Revenue	153,076	-	-	35,535	197,029
Interest Earnings	9,856	5,000	5,000	4,800	4,000
Total Available	166,472	238,519	238,519	40,335	201,029
Expenditures					
M & O	166,472	238,519	238,519	40,335	201,029
Total Expenditures	166,472	238,519	238,519	40,335	201,029
Ending Balance	0	0	0	0	0
Program 059: 2009 Justice Assistance Grant					
Revenue					
Beginning Balance	733	19,441	19,441	-	-
Grant Revenue	44,188	-	-	19,719	-
Interest Earnings	961	400	400	147	-
Total Available	45,882	19,841	19,841	19,866	0
Expenditures					
M & O	45,882	19,841	19,841	19,866	-
Total Expenditures	45,882	19,841	19,841	19,866	0
Ending Balance	0	0	0	0	0

BUDGETED EXPENDITURES (Continued)

	2010 Actual	2011 Adopted Budget	2011 As Amended 12/14/2011	2011 Estimate	2012 Adopted Budget
Fund 156 Police Special Projects (Cont)					
Program 060: 2010 Justice Assistance Grant					
Revenue					
Beginning Balance	-	-	63,882	63,882	36,582
Grant Revenue	90,426	-	-	-	-
Interest Earnings	203	-	-	1,200	600
Total Available	90,629	0	63,882	65,082	37,182
Expenditures					
M & O	26,747	-	63,882	28,500	37,182
Total Expenditures	26,747	0	63,882	28,500	37,182
Ending Balance	63,882	0	0	36,582	0
Program 061: 2011 Justice Assistance Grant					
Revenue					
Beginning Balance	-	-	-	-	-
Grant Revenue	-	-	74,182	-	74,182
Interest Earnings	-	-	-	-	2,000
Total Available	0	0	74,182	0	76,182
Expenditures					
M & O	-	-	74,182	-	76,182
Total Expenditures	0	0	74,182	0	76,182
Ending Balance	0	0	0	0	0
Program 240: Narcotics					
Revenue					
Beginning Balance	301,872	162,018	162,018	13,297	-
DARE Assessments	41	-	-	23	-
Confiscated Property	116,980	300,000	300,000	200,000	125,000
Interest Earnings	6,875	10,000	10,000	750	1,000
Total Available	425,768	472,018	472,018	214,070	126,000
Expenditures					
M & O	186,785	254,605	254,605	176,527	124,000
Equipment	10,838	-	-	1,307	2,000
Transfer Out to Fund 002	214,848	217,413	217,413	36,236	-
Total Expenditures	412,471	472,018	472,018	214,070	126,000
Ending Balance	13,297	0	0	0	0
Program 241: Narcotics/Law Enforcement					
Revenue					
Beginning Balance	2,878	53,178	53,178	3,043	403
Federal Seizures	73	50,000	50,000	20,536	20,000
Interest Earnings	92	300	300	275	250
Total Available	3,043	103,478	103,478	23,854	20,653
Expenditures					
M & O	-	103,478	103,478	23,451	20,653
Total Expenditures	0	103,478	103,478	23,451	20,653
Ending Balance	3,043	0	0	403	0
Program 701: Registered Sex Offender Grant					
Revenue					
Beginning Balance	43,171	7,470	7,470	46,456	47,256
Grant Revenue	102,504	101,000	101,000	101,000	101,000
Interest Earnings	1,043	1,000	1,000	800	800
Total Available	146,717	109,470	109,470	148,256	149,056
Expenditures					
M & O	100,261	109,470	109,470	101,000	149,056
Total Expenditures	100,261	109,470	109,470	101,000	149,056
Ending Balance	46,456	0	0	47,256	0
2011 Budget Appropriation - Police Special Projects					740,122

BUDGETED EXPENDITURES (Continued)

	2010 Actual	2011 Adopted Budget	2011 As Amended 12/14/2011	2011 Estimate	2012 Adopted Budget
Fund 156 Criminal Justice/Courts					
Program 500: Probation					
Revenue					
Beginning Fund Balance	291,721	284,719	284,719	271,921	175,086
Probation/EHD Fees	526,458	555,000	555,000	450,000	440,000
Interest Earnings	8,284	13,000	13,000	6,000	5,000
Total Available	826,463	852,719	852,719	727,921	620,086
Expenditures					
M & O	84,286	103,300	103,300	65,000	100,900
Capital Outlay	-	500	500	-	-
Transfer Out to Fund 002	470,256	487,835	487,835	487,835	506,000
Total Expenditures	554,542	591,635	591,635	552,835	606,900
Ending Balance	271,921	261,084	261,084	175,086	13,186
Program 510: DV Penalty Assessments					
Revenue					
Beginning Fund Balance	27,626	6,408	6,408	8,459	8,644
DV Assessments	6,530	2,750	2,750	3,960	5,000
Interest Earnings	681	300	300	225	300
Total Available	34,836	9,458	9,458	12,644	13,944
Expenditures					
M & O	26,377	9,458	9,458	4,000	13,944
Total Expenditures	26,377	9,458	9,458	4,000	13,944
Ending Balance	8,459	0	0	8,644	0
Program 520: Trial Court Improvements					
Revenue					
Beginning Fund Balance	142,007	127,507	127,507	198,729	183,329
Trial Court Improvements	51,314	34,000	34,000	31,000	34,000
Interest Earnings	5,408	1,500	1,500	3,600	1,500
Total Available	198,729	163,007	163,007	233,329	218,829
Expenditures					
M & O	-	50,000	50,000	50,000	100,000
Total Expenditures	0	50,000	50,000	50,000	100,000
Ending Balance	198,729	113,007	113,007	183,329	118,829
2011 Budget Appropriation - Court Programs					852,859
2012 Budget Appropriation - Fund 156 Total					10,274,026

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TRAFFIC MITIGATION FUND 157

MISSION STATEMENT

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

SUMMARY

Expenditure Budget	\$ 3,000,880	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	\$ 3,000,880
Revenue Offset	0
NET COST	\$ 3,000,880
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

■ Allow development to 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

2011 ACCOMPLISHMENTS ◆ Provided funding support for six (6) 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	2010	2011 Est.	2012 Est.
■ Capital projects supported	5	6	4
■ Amount of capital projects support	\$ 1,319,999	\$ 1,918,424	\$ 3,000,880

BUDGETED EXPENDITURES

	2010	2011	2011	2011	2012
	Actual	Adopted Budget	As Amended 12/14/2011	Estimate	Adopted Budget
Fund 157: Traffic Mitigation					
Revenue					
Beginning Fund Balance	4,840,810	4,652,177	4,652,177	4,401,119	2,717,880
Charges for Services	705,666	200,000	200,000	134,145	200,000
Interest Earnings	174,642	110,000	110,000	101,040	83,000
Total Available	5,721,118	4,962,177	4,962,177	4,636,304	3,000,880
Expenditures					
Salaries & Benefits	19,922	-	-	75,953	-
M & O	1,304	-	-	93,933	-
Transfers Out	1,295,000	-	-	1,155,027	-
Capital Outlay	3,657	4,962,177	4,962,177	593,261	3,000,880
Interfund Services & Charges	115	-	-	250	-
Total Expenditures	1,319,999	4,962,177	4,962,177	1,918,424	3,000,880
Ending Fund Balance	4,401,119	0	0	2,717,880	0
2012 Budget Appropriation					3,000,880

CONTINGENCY RESERVE Rainy Day Fund FUND 160

MISSION STATEMENT

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

SUMMARY

Expenditure Budget	\$	-	FTE's	0.0
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REVENUE DESCRIPTION

The source of funding for this program is optional contributions from the General Fund. 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 approval to appropriate funds for expenditure

EXPECTED RESULTS

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

PERFORMANCE MEASURES	2010	2011 Est.	2012 Est.
Fund Balance as a % of maximum	81%	88%	98%

BUDGETED EXPENDITURES

Fund 160: Rainy Day Fund	2010 Actual	2011 Adopted Budget	2011 As Amended 12/14/2011	2011 Estimate	2012 Adopted Budget
Revenue					
Beginning Fund Balance	4,100,148	4,100,148	4,100,148	4,118,945	4,118,945
Interest Earnings	18,797	-	-	-	-
Total Available	4,118,945	4,100,148	4,100,148	4,118,945	4,118,945
Expenditures					
Miscellaneous	-	-	-	-	-
Total Expenditures	0	0	0	0	0
Ending Fund Balance	4,118,945	4,100,148	4,100,148	4,118,945	4,118,945
2012 Budget Appropriation					4,118,945

CAPITAL IMPROVEMENT RESERVE FUND 162

MISSION STATEMENT

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

SUMMARY

Expenditure Budget	\$	4,153,400	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	\$2,317,400
INTERGOVERNMENTAL	500,000
TOTAL COST	\$2,817,400
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 2012 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	\$1,336,000
TOTAL COST	\$1,336,000
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

	2010 Actual	2011 Adopted Budget	2011 As Amended 12/14/2011	2011 Estimate	2012 Adopted Budget
Fund 162: Capital Reserve					
Program 002: CIP 2					
Revenue					
Beginning Balance	14,344,102	16,402,124	16,402,124	12,641,338	11,029,038
Real Estate Excise Tax	600,029	580,000	580,000	800,000	800,000
Miscellaneous Revenue	2,345	60,000	60,000	7,500	7,500
Interest Earnings	512,265	503,000	503,000	290,000	275,000
Total Available	15,458,742	17,545,124	17,545,124	13,738,838	12,111,538
Expenditures					
Intergovernmental Payments	500,000	500,000	500,000	500,000	500,000
Transfers Out - Debt Service	2,317,404	2,209,800	2,209,800	2,209,800	2,317,400
Total Expenditures	2,817,404	2,709,800	2,709,800	2,709,800	2,817,400
Ending Balance	12,641,338	14,835,324	14,835,324	11,029,038	9,294,138
Program 004: CIP 4					
Revenue					
Beginning Balance	8,136,119	9,961,119	11,041,119	11,302,143	5,671,152
General Fund Contribution	-	-	-	1,100,000	-
Animal Shltr-Capital Reco	96,288	-	-	70,000	71,250
South Precinct Rental	195,712	198,900	198,900	201,500	231,500
Interest Earnings	39,024	-	-	-	-
Donations	20,000	20,000	20,000	20,000	-
Transfer In	6,000,000	70,000	70,000	19,600	-
Total Available	14,487,143	10,250,019	11,330,019	12,713,243	5,973,902
Expenditures					
LID Development Fees	-	20,000	20,000	-	20,000
Transfer Out	3,185,000	4,450,000	8,355,091	7,042,091	1,316,000
Total Expenditures	3,185,000	4,470,000	8,375,091	7,042,091	1,336,000
Ending Balance	11,302,143	5,780,019	2,954,928	5,671,152	4,637,902
2012 Budget Appropriation					18,085,440

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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	\$ 1,155,679	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), State, Federal, Community Development Block Grant (CDBG), and Energy funds.
- Loan repayments vary from year to year and are unpredictable. For 2012 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 and provided to shelters to help with operations.
- HOME Program funds are loaned out to nonprofit housing developers and are used for CHIP owner-occupied housing rehabilitation loans. The source of these funds is the Department of Housing and Urban Development (HUD), passed through Snohomish County by a consortium agreement. City Council established the CHIP program as the first priority for HOME funds.

INVENTORY OF SERVICES

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

LABOR	\$0
M&O	750,000
Revenue Offset	(750,000)
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

2011
ACCOMPLISHMENTS

- ◆ Provided funding for weatherization of 48 low income housing units in the Commerce Building.
- ◆ Funded rehabilitation of 18 owner-occupied projects & provided \$175,000 for nonprofit rehab projects

2012 GOALS

- Goal #1 ■ Fund rehabilitation loan program for owner occupied homes.
- Goal #2 ■ Assist with the acquisition of the Oswald Center and Cocoon House for \$269,881

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	\$337,439
M&O	68,240
Revenue Offset	(405,679)
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

- 2011 ACCOMPLISHMENTS**
- ◆ Managed extensive rehabilitation of 18 owner-occupied projects
 - ◆ Worked on three Boys & Girls Clubs' facilities, the Everett Gospel Mission, and Housing Hope's Commerce Building for much needed rehabilitation

- 2012 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

	2010	2011 Est.	2012 Est.
➤ Owner-occupied loans	18 loans 18 dwelling units	18 loans 18 dwelling units	26 loans 26 dwelling units
➤ Investor loans (rentals)	0	2	2
➤ Nonprofit loans (housing)	loan 6 dwelling units	4 loans 8 dwelling units	2
➤ Nonprofit facility rehabilitation including shelters	6	4	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	2010	2011	2012
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

Fund 197: CHIP Loan Program	2010	2011	2011	2011	2012
	Actual	Adopted Budget	As Amended 12/14/2011	2011 Estimate	Adopted Budget
Revenue					
Beginning Balance	13,660,824	14,200,000	14,200,000	13,864,615	14,726,718
Grant Revenue	1,382,805	1,940,116	1,940,116	1,975,501	1,511,500
Interest Earnings	76,609	128,000	128,000	128,000	112,000
Miscellaneous	276	5,500	5,500	5,500	3,500
Total Available	15,120,513	16,273,616	16,273,616	15,973,616	16,353,718
Expenditures					
Loan Program Expenditures	904,750	870,000	870,000	870,000	750,000
Salaries & Benefits	314,181	328,391	328,391	328,391	337,439
M & O	36,968	48,507	48,507	48,507	68,240
Total Expenditures	1,255,898	1,246,898	1,246,898	1,246,898	1,155,679
Ending Balance	13,864,615	15,026,718	15,026,718	14,726,718	15,198,039
2012 Budget Appropriation					16,353,718

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	\$ 1,337,310	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 decreased to \$837,002 for the 2011/2012 program year. This is down from \$1,002,301. CDBG funding levels are part of the national debate on Federal expenditures and as such, it is anticipated Everett can expect additional decreases in the future. The Community Development Block Grant program however, enjoys widespread support and has been serving low income residents throughout the country since 1974. The U.S. Conference of Mayors strongly also supports the Community Development Block Grant program as their number one priority.

Each year, through a public process, the City's Citizens' Advisory Committee for Housing and Community Development formulates a CDBG funding recommendation to the City Council. City Council authorizes the Mayor to apply to HUD for the grant. The application is in the form of an Action Plan, which delineates how all of the appropriated funds are to be spent. The City is also required by HUD to adopt a five-year Consolidated Plan, and the Annual Plan is required to be consistent with this five-year plan. The current Consolidated Plan is for 2010 through 2014.

INVENTORY OF SERVICES

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

LABOR	\$200,142
M&O	1,137,168
Revenue Offset	(1,337,310)
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
■ Preserve historic resources of the community

2011 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, and child care, to low-income persons
◆ Completed a Fair Housing Analysis of Impediments in cooperation with the Everett Housing Authority and Snohomish County Housing Authority.
◆ Completed Commerce Building window and energy upgrade, Boy's and Girl's Clubs – North Everett, Cascade, and Casino Club improvements, Gospel Mission both men and women's shelter improvements, and Friends of Youth shelter roof improvements.
◆ Hewitt Avenue Historic District listed on National Register of Historic Places

2012 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	2010	2011 Est.	2012 Est.
▼ CDBG Programs & Projects Completed	26	25	25
▼ Housing programs	6	8	6
▼ Special needs programs	13	15	13
▼ Capital projects	6	6	5
▼ Consolidated Plan updated	1	1	1
▼ Meetings - Historical Commission and Citizen's Advisory Committee for Housing and Community Development	19	15	15
▼ Human Needs Grants administered	40	33	33

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

THREE-YEAR PERSONNEL COMPARISON

Class	Title	2010	2011	2012
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	2010	2011	2011	2011	2012
	Actual	Adopted Budget	As Amended 12/14/2011	Estimate	Adopted Budget
Revenue					
Beginning Balance	570,556	428,855	428,855	567,018	587,310
Grant Revenue	647,648	800,000	800,000	661,837	750,000
Misc Revenue	1,184	-	-	-	-
Total Available	1,219,388	1,228,855	1,228,855	1,228,855	1,337,310
Expenditures					
Salaries & Benefits	187,133	193,290	193,290	193,290	200,142
M & O	2,122	96,650	96,650	96,650	95,500
Operating Grants	446,495	922,398	922,398	335,088	1,028,287
Interfund Services & Charges	16,620	16,517	16,517	16,517	13,381
Total Expenditures	652,370	1,228,855	1,228,855	641,545	1,337,310
Ending Balance	567,018	0	0	587,310	0
2012 Budget Appropriation					1,337,310

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