
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	\$1,619,488	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	\$1,538,000
TOTAL COST	\$1,538,000
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	\$81,488
TOTAL COST	\$81,488
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

	2012	2013	2013	2013	2014
	Actual	Adopted Budget	As Amended 12/4/2013	Estimate	Adopted Budget
Fund 126: Motor Vehicle/Equip. Repl.					
Program 126: General Gov Vehicle Repl.					
Revenue					
Beginning Fund Balance	6,508,216	6,473,967	6,561,967	6,860,567	5,039,827
Contribution From General Fund/Other	563,412	568,500	568,500	1,268,500	432,281
Sale of Fixed Assets	7,853	40,000	40,000	14,450	40,000
Interest Earnings	151,019	113,277	113,277	142,200	113,465
Total Available	7,230,500	7,195,744	7,283,744	8,285,717	5,625,573
Expenditures					
Engineering Vehicle Replacement	-	170,000	170,000	170,000	75,000
Police Vehicle Replacement	355,516	464,000	552,000	552,000	548,000
Fire Vehicle Replacement	8,060	2,258,000	2,258,000	2,258,000	-
Facilities Vehicle Replacement	4,440	-	-	-	-
Parks Vehicle Replacement	1,917	-	-	15,890	115,000
Streets Vehicle Replacement	-	-	-	-	550,000
Unanticipated Replacements/Misc	-	250,000	250,000	250,000	250,000
Total Expenditures	369,933	3,142,000	3,230,000	3,245,890	1,538,000
Ending Balance	6,860,567	4,053,744	4,053,744	5,039,827	4,087,573
Program 501: MVD Equipment Repl.					
Revenue					
Beginning Fund Balance	368,013	226,114	226,114	224,257	78,737
Interest Earnings	6,244	4,000	4,000	4,480	2,751
Total Available	374,257	230,114	230,114	228,737	81,488
Expenditures					
Transfers Out	150,000	150,000	150,000	150,000	81,488
Total Expenditures	150,000	150,000	150,000	150,000	81,488
Ending Balance	224,257	80,114	80,114	78,737	-
2014 Budget Appropriation					5,707,061

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HOTEL/MOTEL TAX FUND FUND 138

MISSION STATEMENT

Promote tourism in the City of Everett.

SUMMARY

Expenditure Budget	\$	437,311	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	\$385,000
Debt Service	\$52,311
TOTAL COST	\$437,311
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
 - Distribute funds to support and promote tourism within the City
 - Maintain a reserve balance adequate to cover one year of fixed obligations

BUDGETED EXPENDITURES

	2013		2013		2014
	2012	Adopted	As Amended	2013	Adopted
Fund 138: Hotel/Motel Tax	Actual	Budget	12/4/2013	Estimate	Budget
Revenue					
Beginning Fund Balance	319,313	352,002	352,002	442,347	378,136
Hotel/Motel Tax	322,065	300,000	300,000	365,000	370,000
Interest Earnings	9,455	6,500	6,500	8,100	8,200
Miscellaneous	44,043	-	-	-	-
Total Available	694,875	658,502	658,502	815,447	756,336
Expenditures					
Everett Stadium Seating	52,311	52,311	52,311	52,311	52,311
Economic Website Development/Maintenance	100,217	135,000	135,000	135,000	135,000
Grant Recipients	-	150,000	150,000	150,000	150,000
Multi-Purpose Facility	100,000	100,000	100,000	100,000	100,000
Equipment	-	-	-	-	-
Total Expenditures	252,528	437,311	437,311	437,311	437,311
Ending Fund Balance	442,347	221,191	221,191	378,136	319,025
2014 Budget Appropriation					756,336

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	\$ 2,106	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

M&O	\$ 2,106
Revenue Offset	0
NET COST	\$ 2,106
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

2014 GOALS

Goal #1 ■ Update downtown parking utilization study

Goal #2 ■ Improve coordination between public and private parking providers

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

■ Increase in residents within the CBD

BUDGETED EXPENDITURES

	2013		2013	2013	2014
	2012	Adopted	As Amended	2013	Adopted
Fund 144 Downtown Improvement	Actual	Budget	12/4/2013	Estimate	Budget
Revenue					
Beginning Cash Balance	74	326	326	4,014	2,054
Parking Fines	364,027	50,000	50,000	-	-
Interest Loans	712,100	-	-	-	-
Interest Income	250	50	50	50	52
Total Available	1,076,451	50,376	50,376	4,064	2,106
Expenditures					
Miscellaneous	-	-	-	-	2,106
Transfers Out	-	38,876	38,876	-	-
Interfund Debt Services	1,072,437	11,500	11,500	2,010	-
Total Expenditures	1,072,437	50,376	50,376	2,010	2,106
Ending Fund Balance	4,014	0	0	2,054	0
2014 Budget Appropriation					2,106

CUMULATIVE RESERVE - REAL PROPERTY ACQUISITION FUND 145

MISSION STATEMENT

To consolidate City funding for the acquisition of real property.

SUMMARY

Expenditure Budget	\$ 1,619,509	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

LABOR	\$0
M&O	48,800
CAPITAL OUTLAY	1,570,709
Revenue Offset	(44,000)
NET COST	\$1,575,509
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

	2012 Actual	2013	2013	2013	2014
		Adopted Budget	As Amended 12/4/2013	2013 Estimate	Adopted Budget
Fund 145: Cum Resv/Real Prop. Acq.					
Revenue					
Beginning Fund Balance	2,717,447	2,756,928	2,756,928	2,064,622	1,575,509
Interest Earnings	46,124	58,200	58,200	38,500	39,000
Right of Way Fees	26,925	3,000	3,000	1,000	5,000
Miscellaneous	1,300	-	-	-	-
Total Available	2,791,796	2,818,128	2,818,128	2,104,122	1,619,509
Expenditures					
Land & Building	-	2,804,728	2,804,728	480,000	1,570,709
M & O	15,074	13,400	13,400	48,613	48,800
Transfers Out	712,100	-	-	-	-
Total Expenditures	727,174	2,818,128	2,818,128	528,613	1,619,509
Ending Fund Balance	2,064,622	0	0	1,575,509	0
2014 Budget Appropriation					1,619,509

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	\$ 2,590,565	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, interest income, and contributions from the general fund.

INVENTORY OF SERVICES

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

LABOR	\$0
M&O	744,965
CAPITAL OUTLAY	1,845,600
Revenue Offset	(1,724,636)
NET COST	\$865,929
TOTAL FTEs	0

DESCRIPTION

- 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

- 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

	2012 Actual	2013	2013	2013 Estimate	2014
		Adopted Budget	As Amended 12/4/2013		Adopted Budget
Fund 146: Property Management					
Revenue					
Beginning Fund Balance	5,748,056	4,597,194	4,597,194	4,430,167	2,973,512
Facilities Lease	576,710	581,988	581,988	590,488	603,200
Parking	15,642	18,500	18,500	17,300	9,800
Grant Revenue	28,815	-	-	279,100	191,900
Interest Earnings	103,577	152,778	152,778	78,900	78,865
Transfers In	1,250,000	523,592	523,592	523,592	840,871
Total Available	7,722,800	5,874,052	5,874,052	5,919,547	4,698,148
Expenditures					
Salaries & Benefits	1,979	-	-		
M & O	1,049,777	392,000	392,000	382,400	411,700
Interfund Services & Charges	431,148	324,247	324,247	327,735	297,465
Repairs & Maintenance	81,572	66,600	66,600	53,300	35,800
Capital Outlays	478,157	2,899,100	2,899,100	2,182,600	1,845,600
Transfer Out	1,250,000	-	-	-	-
Total Expenditures	3,292,633	3,681,947	3,681,947	2,946,035	2,590,565
Ending Fund Balance	4,430,167	2,192,105	2,192,105	2,973,512	2,107,583
2014 Budget Appropriation					4,698,148

CUMULATIVE RESERVE FOR PARKS FUND 148

MISSION STATEMENT

To provide funding for special parks projects and programs.

SUMMARY

Expenditure Budget	\$ 216,934	FTE's	0.0
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REVENUE DESCRIPTION

Sources of revenue for Fund 148 include donations, voluntary mitigation funds, Comcast PEG fees, interest income, lease revenue, and contributions from the general fund.

INVENTORY OF SERVICES

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

M&O	\$16,394
Revenue Offset	0
NET COST	\$16,394
TOTAL FTEs	0

DESCRIPTION ■ Accounts for gifts, donations, contributions, 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

2013
ACCOMPLISHMENT ■ Performed minor swim center repairs and upgrades

2014 **GOAL**
 Goal #1 ■ Perform minor swim center upgrades

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

M&O	\$25,000
Revenue Offset	0
NET COST	\$25,000
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

2013 **ACCOMPLISHMENTS** ■ Replaced Kasch Park soccer field #1

2014 **GOAL**
 Goal #1 ■ Replace lighting at athletic fields as required

INVENTORY OF SERVICES (Continued)

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

CAPITAL OUTLAY	\$50,000
Revenue Offset	0
NET COST	\$50,000
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
■ Visible government operations and accessible information for residents and businesses

2013 ACCOMPLISHMENTS ◆ Continued production and broadcast of City Council meetings, crime prevention show, Rinkside, Inside Everett show, Mayor's Updates and 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
◆ Coordinated shared broadcasting of programs with the Tulalip Tribes
◆ Installed equipment upgrade for all-digital system

2014 GOALS
 Goal #1 ■ Work with additional City departments to enhance programming options, including content that can be repurposed for social media
 Goal #2 ■ Enhance awareness of Everett's government access TV channel
 Goal #3 ■ Implement equipment replacement program
 Goal #4 ■ Continue implementation of the five-year work plan; identify and coordinate Everett Channel's role in emergency management, response and recovery efforts

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
■ Develop community partnerships with other government entities
■ Create new programs involving youth activities and diverse populations to further serve our culturally diverse populations as well as our deaf and hard-of-hearing population

INVENTORY OF SERVICES (Continued)

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

M&O	\$0
Revenue Offset	0
NET COST	\$0
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.

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

2013
ACCOMPLISHMENTS ◆ Reroofed house and carriage house
 ◆ Replaced 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	\$125,000
Revenue Offset	0
NET COST	\$125,000
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

2013
ACCOMPLISHMENTS ■ Developed initial renovation programs at Lowell Park
 ■ Installed bollards on the Interurban Trail in accordance with the City Bicycle Plan

2014 GOALS
 Goal #1 ■ Complete Lowell Riverfront Trail to Rotary Park path improvements
 Goal #2 ■ Complete renovation program at Lowell Park
 Goal #3 ■ Renovate Garfield park pathways

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

	2012	2013	2013	2013	2014
	Actual	Adopted	As Amended	Estimate	Adopted
Fund 148 - Parks Reserve		Budget	12/4/2013		Budget
Program 000- Cumulative Reserve Revenue					
Beginning Fund Balance	45,503	33,026	33,026	27,519	16,069
Interest Earnings	5,551	550	550	550	325
Total Available	51,054	33,576	33,576	28,069	16,394
Expenditures					
M & O	23,535	15,000	15,000	12,000	16,394
Total Expenditures	23,535	15,000	15,000	12,000	16,394
Ending Fund Balance	27,519	18,576	18,576	16,069	0
Program 001 - Maintenance Reserve (Boat launch, Softball & Soccer) Revenue					
Beginning Fund Balance	409,859	214,959	214,959	232,867	212,168
Interest Earnings	7,008	4,100	4,100	3,000	3,500
Total Available	416,867	219,059	219,059	235,867	215,668
Expenditures					
M & O	-	25,000	25,000	20,000	25,000
Transfers Out	184,000	-	-	3,699	-
Total Expenditures	184,000	25,000	25,000	23,699	25,000
Ending Fund Balance	232,867	194,059	194,059	212,168	190,668
Program 005 - Maintenance & Ops Reserve Revenue					
Beginning Fund Balance	59,137	79,681	79,681	80,127	81,427
Interest Earnings	1,346	1,300	1,300	1,300	1,300
Transfers In	19,644	-	-	-	-
Total Available	80,127	80,981	80,981	81,427	82,727
Expenditures					
M & O	-	-	-	-	-
Total Expenditures	0	0	0	0	0
Ending Fund Balance	80,127	80,981	80,981	81,427	82,727
Program 006 - New Program Reserve Revenue					
Beginning Fund Balance	29,568	35,040	35,040	31,624	32,224
Interest Earnings	690	700	700	600	625
Transfers In	9,822	-	-	-	-
Total Available	40,080	35,740	35,740	32,224	32,849
Expenditures					
M & O	8,456	-	-	-	-
Total Expenditures	8,456	0	0	0	0
Ending Fund Balance	31,624	35,740	35,740	32,224	32,849

BUDGETED EXPENDITURES (cont.)

	2012 Actual	2013 Adopted Budget	2013 As Amended 12/4/2013	2013 Estimate	2014 Adopted Budget
Fund 148 - Parks Reserve					
Program 007 - Capital Project Reserve					
Revenue					
Beginning Fund Balance	206,982	203,936	203,936	280,566	174,566
Interest Earnings	4,830	3,000	3,000	4,000	2,500
Transfers In	68,754	-	-	-	-
Total Available	280,566	206,936	206,936	284,566	177,066
Expenditures					
Capital Outlay	-	125,000	125,000	110,000	125,000
Total Expenditures	0	125,000	125,000	110,000	125,000
Ending Fund Balance	280,566	81,936	81,936	174,566	52,066
Program 019 - PEG Fees					
Revenue					
Beginning Fund Balance	1,974,871	2,009,771	2,009,771	2,006,416	1,621,416
Interest Earnings	39,359	34,500	34,500	40,000	32,000
Total Available	2,014,230	2,044,271	2,044,271	2,046,416	1,653,416
Expenditures					
M & O	7,814	-	-	-	-
Capital Outlay	-	425,000	425,000	425,000	50,000
Total Expenditures	7,814	425,000	425,000	425,000	50,000
Ending Fund Balance	2,006,416	1,619,271	1,619,271	1,621,416	1,603,416
Program 321 - Van Valey House Reserve					
Revenue					
Beginning Fund Balance	82,305	83,805	83,805	83,956	-
Interest Earnings	1,651	1,500	1,500	1,000	-
Total Available	83,956	85,305	85,305	84,956	0
Expenditures					
M & O	-	70,000	70,000	84,956	-
Total Expenditures	0	70,000	70,000	84,956	0
Ending Fund Balance	83,956	15,305	15,305	0	0
Program 322 - Deckmann Property					
Revenue					
Beginning Fund Balance	1,068	12,513	12,513	13,929	14,204
Interest Earnings	153	325	325	275	290
Housing Renta Revenue	12,708	12,708	12,708	-	-
Total Available	13,929	25,546	25,546	14,204	14,494
Expenditures					
M & O	-	-	-	-	-
Total Expenditures	0	0	0	0	0
Ending Fund Balance	13,929	25,546	25,546	14,204	14,494
2014 BUDGET APPROPRIATION - FUND 148 TOTAL					2,192,614

SENIOR CENTER RESERVE FUND 149

MISSION STATEMENT

The cumulative reserve fund of the Carl Gipson Senior Center of Everett provides funding for various services, classes, travel and special events for our 50+ senior membership.

SUMMARY

Expenditure Budget	\$ 111,200	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 revenue (holiday bazaar, Ladies Tea (bi-annually), Octoberfeast)
- Facility Rentals
- 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
- 10% of Gift Shop Sales

INVENTORY OF SERVICES

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

M&O	\$111,200
Revenue Offset	(129,326)
NET REVENUE	(\$18,126)
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

INVENTORY OF SERVICES (continued)

2013

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
- ◆ Increased fundraising events through private donation funds and Octoberfeast events to cover senior center costs not subsidized by general fund
- ◆ Covered purchase cost of new water/ice machine through fundraising efforts via the Wish List Fund (private donations by members)

2014 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 and periodic "Meet and Greet" functions)
- Increase revenue through advertising in newsletter, increased facility rental of enlarged multi-purpose room for weddings, reunions and private parties, and increased awareness of special event paid parking below the building
- Update computer lab with more visually enhanced hardware, including upgrading software program from VISTA to Windows 7
- Work closely with Foundation Board with goal of assisting efforts to increase Foundation Fund revenue through fundraisers; also work with Board to increase member awareness of the Foundation Fund as a potential legacy donation site
- Improve both the safety and appearance of the senior center multi-purpose room by replacing tables and seating designed to encourage more social interaction

FUTURE TRENDS

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

BUDGETED EXPENDITURES

Fund 149: Senior Center Reserve	2012		2013		2014
	Actual	Adopted Budget	As Amended 12/4/2013	2013 Estimate	Adopted Budget
Revenue					
Beginning Fund Balance	426,368	450,380	450,380	445,557	458,713
Charges for Services	49,863	74,300	74,300	33,428	53,606
Interest Earnings	10,279	10,000	10,000	9,610	11,000
Facility Rental Revenue	1,135	2,500	2,500	6,948	6,550
Private Contributions	16,736	12,750	12,750	13,230	42,933
Miscellaneous Revenue	4,790	4,500	4,500	11,140	15,237
Total Available	509,171	554,430	554,430	519,913	588,039
Expenditures					
M & O	63,614	97,800	102,800	61,200	111,200
Total Expenditures	63,614	97,800	102,800	61,200	111,200
Ending Fund Balance	445,557	456,630	451,630	458,713	476,839

2014 Budget Appropriation	487,912
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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	\$	85,000	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

M&O	\$85,000
Revenue Offset	(57,795)
NET COST	\$27,205
TOTAL FTEs	0

DESCRIPTION

- Collect donations from the public and local businesses
- Coordinate and promotes volunteer fund raising activities through 501(c)(3) "ARF"

EXPECTED RESULTS

- Accurate, timely receipt and deposit of donations, with donor acknowledgment
- Promote volunteer staffed fund-raising activities at both onsite and offsite events

2013 ACCOMPLISHMENTS

- ◆ Held "Shakaroo" the annual signature event to raise funds for the benefit of the shelter animals
- ◆ Obtained promotional items to become more recognized in the community at events and to other organizations

2014 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 by facilitating more events at the shelter to bring the community together
- Goal #3 ■ Recruit more volunteers to participate in more outreach and fund raising
- Goal #4 ■ Continue expansion and refinement of Shakaroo, the annual signature fundraising event

BUDGETED EXPENDITURES

	2013		2013	2013	2014
	2012	Adopted	As Amended	2013	Adopted
Fund 151: Fund for Animals	Actual	Budget	12/4/2013	Estimate	Budget
Revenue					
Beginning Fund Balance	457,627	367,127	367,127	437,483	430,983
Interest Earnings	9,608	7,000	7,000	7,000	7,795
Private Contributions	73,454	66,500	66,500	66,500	50,000
Total Available	540,689	440,627	440,627	510,983	488,778
Expenditures					
M & O	85,602	80,000	80,000	80,000	85,000
Transfer Out	17,604	-	-	-	-
Total Expenditures	103,206	80,000	80,000	80,000	85,000
Ending Fund Balance	437,483	360,627	360,627	430,983	403,778
2014 Budget Appropriation					488,778

BUDGETED EXPENDITURES

	2012 Actual	2013	2013	2013	2014
		Adopted Budget	As Amended 12/4/2013	Estimate	Adopted Budget
Fund 152: Cumulative Rsv/Library					
Revenue					
Beginning Fund Balance	488,055	493,148	493,148	511,413	511,208
Charges for Services	3,164	2,900	2,900	3,500	3,000
Interest Earnings	11,376	9,860	9,860	10,482	9,667
Private Contributions	29,755	24,250	24,250	26,160	23,275
Book Sale Proceeds	13,131	9,000	9,000	12,000	9,000
Total Available	545,481	539,158	539,158	563,555	556,150
Expenditures					
M & O	21,980	34,750	34,750	38,350	71,709
Books/Other Materials	12,088	20,000	20,000	13,997	15,000
Other Misc	-	-	386,000	-	-
Total Expenditures	34,068	54,750	440,750	52,347	86,709
Ending Fund Balance	511,413	484,408	98,408	511,208	469,441
2014 Budget Appropriation					556,150

EMERGENCY MEDICAL SERVICES FUND FUND 153

MISSION STATEMENT

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

SUMMARY

Expenditure Budget	\$	7,599,305	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	\$6,358,904
M&O	1,240,401
CAPITAL OUTLAY	0
Revenue Offset	(7,112,386)
NET COST	486,919
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

2013

ACCOMPLISHMENTS

- ◆ Provided the highest level of emergency medical care possible to the Everett community
- ◆ Worked with Snohomish County EMS to implement a new Triage Checklist
- ◆ Achieved a 62.5% save rate with bystander CPR, one of the highest cardiac arrest save rates in the United States.
- ◆ Outfitted all first out fire apparatus with new LifePak 1000 AED's

2014 GOALS

Goal #1 ■ Implement HDE (Hospital Data Exchange), an ESO software program that will benefit the hospital by giving them instant access to our EMS field data and we will get instant access to the hospital's outcome data.

Goal #2 ■ Work with the Medicaid groups to get financial reimbursement for patients we treat and leave at home instead of transporting them to the hospital.

Goal #3 ■ Create a EMS/Active Shooter Program to better prepare our Fire Department and the City of Everett if we were to ever be faced with a situation like Sandy Hook Elementary School, Columbine High School or the Aurora Colorado theater massacre.

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

PERFORMANCE MEASURES

	2012	2013 Est.	2014 Est.
↓ EMS alarms	16,841	16,882	16,882
↓ Fire/Haz Mat/Rescue/Other	1,841	1,852	1,852

POSITION SUMMARY	FTE	POSITION SUMMARY	FTE
Firefighter Paramedic	30	Medical Service Officer	2
Firefighter EMT	9	Office Specialist	2

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.

2013 ACCOMPLISHMENTS  EFD personnel trained in “High Performance CPR” trained five Snohomish County Fire departments in the use of High Performance CPR. EFD also taught most of the Everett Police Department officers in the use of High Performance CPR.
 Changed the EMS ALS education program over to EMS online.

2014 GOALS
 Goal #1  Improve first attempt intubation success with use of video laryngoscopy.
 Goal #2  Work with medical organizations in Snohomish County to report cardiac arrest data into WACARES
 Goal #3  Establish a pilot program with Compass Health Triage Center allowing medically stable patients more emergent care for their psychological needs. Everett has a small population of this type of patient but they account for a large percentage of calls.
 Goal #4  Train all of the Everett Police Officers in High Performance CPR

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

PERFORMANCE MEASURES

	2012	2013 Est.	2014 Est.
 Fire dept. personnel trained/educated	175	175	175
 City of Everett personnel trained/educated	250	350	400

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 meeting Center for Disease Control (CDC) regulations

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

2013
ACCOMPLISHMENTS ◆ Zero time loss incidents due to exposures
 ◆ Educated all personnel on the 2012 changes to the Center for Disease Control Infectious Disease Program
 ◆ Develop an Infectious Control Program for all departments in Snohomish County.

2014 **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	2012	2013 Est.	2014 Est.
⚠ FTE lost time due to exposures	0.0	0.0	0.0
⚠ Everett Fire Department personnel trained	175	175	175

THREE-YEAR PERSONNEL COMPARISON

Class	Title	2012	2013	2014
2230	Firefighter Paramedic	30.0	30.0	30.0
2250	Medical Services Officer	2.0	2.0	2.0
2200	Firefighter EMT	9.0	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 new program changes from the 2013 Adopted Budget to the 2014 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

Fund 153 Emergency Medical Svcs	2012	2013	2013	2013	2014
	Actual	Adopted Budget	As Amended 12/4/2013	Estimate	Adopted Budget
Revenue					
Beginning Balance	234,778	231,621	249,621	43,633	489,297
Property Tax	5,609,856	5,086,948	5,086,948	5,086,948	5,689,069
Grant Revenue	1,534	1,200	3,839	1,200	1,200
Service Charges - ALS/BLS	1,235,749	1,338,127	1,338,127	1,164,743	1,338,127
Service Charges - Other	61,464	70,000	70,000	43,430	70,000
Interest Earnings	5,229	6,490	6,490	6,322	6,490
Miscellaneous Revenue	13,875	7,500	7,500	-	7,500
Interfund Loans	-	879,896	879,896	-	-
Total Available	7,162,485	7,621,782	7,642,421	6,346,276	7,601,683
Expenditures					
Salaries & Benefits	5,326,023	6,191,762	6,194,401	4,651,628	6,358,904
M & O	558,129	581,582	599,582	434,257	581,582
Capital Outlays	-	150,000	150,000	80,000	-
Debt Service - Interest	18,146	19,500	19,500	12,156	19,500
Debt Service - Principal	509,000	-	-	-	-
Interfund Services & Charges	359,821	344,610	344,610	344,610	364,266
Intergovernmental Charges	347,732	334,328	334,328	334,328	275,053
Total Expenditures	7,118,851	7,621,782	7,642,421	5,856,979	7,599,305
Ending Balance	43,633	0	0	489,297	2,378

2014 Budget Appropriation**7,601,683**

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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	\$	473,924	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	\$473,924
TOTAL COST	\$473,924
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

	2013		2013		2014
	2012	Adopted	As Amended	2013	Adopted
Fund 154: Real Estate Excise Tax	Actual	Budget	12/4/2013	Estimate	Budget
Revenue					
Beginning Balance	5,834,372	624,091	980,524	1,374,808	1,013,847
Real Estate Excise Tax	1,149,840	900,000	900,000	1,180,000	1,280,300
Interest Earnings	87,310	20,000	20,000	57,000	23,039
Total Available	7,071,522	1,544,091	1,900,524	2,611,808	2,317,186
Expenditures					
Transfers Out - Parks Projects	2,220,000	402,209	641,209	441,209	-
Transfers Out - Streets Projects	3,300,000	800,000	981,433	981,433	300,000
Pub Wks Trust Fund Loan - 75th St	60,612	60,035	60,035	60,035	59,458
Pub Wks Trust Fund Loan - Riverfront	57,973	57,430	57,430	57,430	56,888
Pub Wks Trust Fund Loan - 112th St.	58,129	57,854	57,854	57,854	57,578
Total Expenditures	5,696,714	1,377,528	1,797,961	1,597,961	473,924
Ending Balance	1,374,808	166,563	102,563	1,013,847	1,843,262
2014 Budget Appropriation					2,317,186

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	\$ 3,288,856	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

INTERFUND TRANSFER	\$395,816
Revenue Offset	0
NET COST	\$395,816
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	\$11,730
INTERFUND TRANSFER	281,580
Revenue Offset	0
NET COST	\$293,310
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

INTERFUND TRANSFER	\$170,614
Revenue Offset	0
NET COST	\$170,614
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	\$57,919
INTERFUND TRANSFER	431,134
Revenue Offset	0
NET COST	\$489,053
TOTAL FTEs	0*

DESCRIPTION ■ Coordinates the prosecution of all criminal violations of the Everett Municipal Code

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	\$8,160
INTERFUND TRANSFER	250,391
Revenue Offset	0
NET COST	\$258,551
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

INTERFUND TRANSFER	\$377,908
Revenue Offset	0
NET COST	\$377,908
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	\$85,000
INTERFUND TRANSFER	376,402
Revenue Offset	(365,050)
NET COST	\$96,352
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	\$842,202
Revenue Offset	(209,565)
NET COST	\$632,637
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

BUDGET CHANGES

This schedule includes only staffing and new program changes from the 2013 Adopted Budget to the 2014 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			-
				-

BUDGET EXPENDITURES

Fund 156 Criminal Justice	2012	2013	2013	2013	2014
	Actual	Adopted Budget	As Amended 12/4/2013	Estimate	Adopted Budget
Program 470: Criminal Justice					
Revenue					
Beginning Fund Balance	7,689,414	7,983,374	7,983,374	8,154,114	6,918,588
1/10th Percent Sales Tax	1,376,441	1,325,250	1,325,250	1,325,250	1,358,381
State Shared Revenue - Special Programs	86,902	76,159	76,159	88,436	90,654
State Shared Revenue - High/Violent Crime	624,916	429,177	429,177	634,909	638,887
DUI/Other Criminal Justice Assistance	19,168	16,630	16,630	17,930	19,100
Interest Earnings	183,332	163,500	163,500	155,000	150,000
Total Available	9,980,173	9,994,090	9,994,090	10,375,639	9,175,610
Expenditures					
Patrol Enforcement	378,339	393,933	393,933	393,933	395,816
Community Oriented Policing	198,312	215,347	215,347	215,347	293,310
Police Records Specialists	152,597	162,527	162,527	162,527	170,614
Prosecutor's Office	376,239	414,448	414,448	-	454,171
School Resource Officer (SRO)	258,907	249,533	249,533	249,533	258,551
Special Assault Unit	382,337	365,631	365,631	365,631	377,908
Probation - Rent	13,546	13,037	13,037	5,873	10,000
Mobile Data Computers	-	246,132	246,132	246,132	120,000
Police HQ Wiring	-	113,500	113,500	113,500	-
Radio System Replacements	-	1,046,385	1,046,385	1,046,385	282,235
New World Equipment	-	513,153	513,153	548,627	-
Aircard Service	65,782	109,563	109,563	109,563	81,299
Transfers Out	-	-	35,484	-	-
Total Expenditures	1,826,059	3,843,189	3,878,673	3,457,051	2,443,904
Ending Balance	8,154,114	6,150,901	6,115,417	6,918,588	6,731,706
2014 Budget Appropriation - Criminal Justice Program					9,175,610

Fund 156 Police Special Projects					
Program 030: Seniors Against Crime					
Revenue					
Beginning Balance	6,596	5,446	5,446	7,015	7,165
Interest Earnings	137	150	150	150	150
Private Contributions	2,340	1,500	1,500	2,000	2,000
Total Available	9,073	7,096	7,096	9,165	9,315
Expenditures					
M & O	2,058	7,096	7,096	2,000	9,315
Total Expenditures	2,058	7,096	7,096	2,000	9,315
Ending Balance	7,015	0	0	7,165	0
Program 033: Crime Prevention					
Revenue					
Beginning Balance	10,452	8,702	8,702	9,754	9,954
Interest Earnings	203	150	150	200	200
Total Available	10,655	8,852	8,852	9,954	10,154
Expenditures					
M & O	901	8,852	8,852	-	10,154
Total Expenditures	901	8,852	8,852	0	10,154
Ending Balance	9,754	0	0	9,954	0
Program 041: Police Training-Interlocal					
Revenue					
Beginning Balance	22,467	25,967	25,967	14,216	17,266
Tuition Charges	4,160	5,200	5,200	4,800	4,800
Interest Earnings	299	300	300	250	250
Total Available	26,926	31,467	31,467	19,266	22,316
Expenditures					
M & O	12,710	5,500	5,500	2,000	22,316
Total Expenditures	12,710	5,500	5,500	2,000	22,316
Ending Balance	14,216	25,967	25,967	17,266	0

BUDGETED EXPENDITURES (Continued)

	2012 Actual	2013 Adopted Budget	2013 As Amended 12/4/2013	2013 Estimate	2014 Adopted Budget
Fund 156 Police Special Projects (Cont)					
Program 042: Police Misc Special Proj					
Revenue					
Beginning Balance	4,289	-	-	745	308
Grant Revenue	-	15,000	15,000	617	5,000
Miscellaneous Revenue	3,515	15,000	15,000	1,916	5,000
Interest Earnings	58	200	200	30	50
Total Available	7,862	30,200	30,200	3,308	10,358
Expenditures					
M & O	7,117	30,200	30,200	3,000	10,358
Total Expenditures	7,117	30,200	30,200	3,000	10,358
Ending Balance	745	0	0	308	0
Program 046: Boating Safety					
Revenue					
Beginning Balance	5,113	5,000	5,000	5,001	5,000
Vessel Registration Fees	64,334	50,000	50,000	65,780	60,000
Interest Earnings	274	200	200	300	300
Total Available	69,721	55,200	55,200	71,081	65,300
Expenditures					
M & O	13,845	20,000	20,000	20,000	20,000
Transfer Out to Fund 002	50,875	30,200	30,200	46,081	40,300
Total Expenditures	64,720	50,200	50,200	66,081	60,300
Ending Balance	5,001	5,000	5,000	5,000	5,000
Program 058: 2009 ARRA Justice Assistance Grant					
Revenue					
Beginning Balance	660	-	-	660	-
Grant Revenue	115,966	-	69,492	68,832	-
Interest Earnings	3,691	-	-	230	-
Total Available	120,317	0	69,492	69,722	0
Expenditures					
M & O	119,657	-	69,492	69,722	-
Total Expenditures	119,657	0	69,492	69,722	0
Ending Balance	660	0	0	0	0
Prog 060: 2010 Justice Assistance Grant					
Revenue					
Beginning Balance	23,191	-	-	11,005	-
Grant Revenue	-	-	12,151	-	-
Interest Earnings	342	-	-	73	-
Total Available	23,533	0	12,151	11,078	0
Expenditures					
M & O	12,528	-	12,151	11,078	-
Total Expenditures	12,528	0	12,151	11,078	0
Ending Balance	11,005	0	0	0	0

BUDGETED EXPENDITURES (Continued)

	2012 Actual	2013 Adopted Budget	2013 As Amended 12/4/2013	2013 Estimate	2014 Adopted Budget
Fund 156 Police Special Projects (Cont)					
Prog 061: 2011 Justice Assistance Grant					
Revenue					
Beginning Balance	(382)	-	-	(382)	-
FY2011 Justice Asst Grant	66,041	-	4,903	5,285	-
Interest Earnings	531	-	0	66	-
Total Available	66,190	0	4,903	4,969	0
Expenditures					
M & O	66,572	-	4,903	4,969	-
Total Expenditures	66,572	0	4,903	4,969	0
Ending Balance	(382)	0	0	0	0
Prog 062: 2012 Justice Assistance Grant					
Revenue					
Beginning Balance	-	-	-	-	-
FY2012 Justice Asst Grant	12,419	-	47,671	47,671	-
Interest Earnings	255	-	-	407	-
Total Available	12,674	0	47,671	48,078	0
Expenditures					
M & O	12,674	-	47,671	48,078	-
Total Expenditures	12,674	0	47,671	48,078	0
Ending Balance	0	0	0	0	0
Prog 063: 2013 Justice Assistance Grant					
Revenue					
Beginning Balance	-	-	-	-	-
FY2013 Justice Asst Grant	-	-	54,339	-	-
Total Available	0	0	54,339	0	0
Expenditures					
M & O	-	-	54,339	-	-
Total Expenditures	0	0	54,339	0	0
Ending Balance	0	0	0	0	0
Program 240: Narcotics					
Revenue					
Beginning Balance	3,746	39,828	39,828	127,612	56,351
DARE Assessments	100	-	-	-	-
Confiscated Property	150,601	25,000	25,000	47,239	25,000
Interest Earnings	1,820	200	200	1,500	200
Total Available	156,267	65,028	65,028	176,351	81,551
Expenditures					
M & O	28,655	65,028	65,028	120,000	81,551
Total Expenditures	28,655	65,028	65,028	120,000	81,551
Ending Balance	127,612	0	0	56,351	0
Program 241: Narcotics/Law Enforcement					
Revenue					
Beginning Balance	379	-	-	387	5,397
Federal Seizures	-	20,000	20,000	5,000	5,000
Interest Earnings	8	250	250	10	15
Total Available	387	20,250	20,250	5,397	10,412
Expenditures					
M & O	-	20,250	20,250	-	10,412
Total Expenditures	0	20,250	20,250	0	10,412
Ending Balance	387	0	0	5,397	0

BUDGETED EXPENDITURES (Continued)

	2012	2013	2013	2013	2014
	Actual	Adopted	As Amended	Estimate	Adopted
Fund 156 Police Special Projects (Cont)		Budget	12/4/2013		Budget
Program 701: Registered Sex Offender Grant					
Revenue					
Beginning Balance	43,267	44,071	44,071	42,062	42,662
Grant Revenue	101,000	101,000	101,000	101,000	101,000
Interest Earnings	669	800	800	600	600
Total Available	144,936	145,871	145,871	143,662	144,262
Expenditures					
M & O	102,874	145,871	145,871	101,000	144,262
Total Expenditures	102,874	145,871	145,871	101,000	144,262
Ending Balance	42,062	0	0	42,662	0
Program 705: Port Security Grant Program					
Revenue					
Beginning Balance	-	-	-	-	-
Grant Revenue	-	-	429,304	429,304	-
Total Available	0	0	429,304	429,304	0
Expenditures					
M & O	-	-	429,304	429,304	-
Total Expenditures	0	0	429,304	429,304	0
Ending Balance	0	0	0	0	0
2014 Budget Appropriation - Police Special Projects					353,668

	2012	2013	2013	2013	2014
	Actual	Adopted	As Amended	Estimate	Adopted
Fund 156 Criminal Justice/Courts		Budget	12/4/2013		Budget
Program 500: Probation					
Revenue					
Beginning Fund Balance	119,430	2,107	2,107	5,615	33,888
Probation/EHD Fees	343,755	405,000	405,000	322,950	322,202
Interest Earnings	434	1,094	1,094	1,094	100
Transfers In	40,736	40,736	40,736	40,736	41,032
Total Available	504,355	448,937	448,937	370,395	397,222
Expenditures					
M & O	83,779	80,000	80,000	66,000	55,000
Transfer Out to Fund 002	414,961	365,200	365,200	270,507	335,370
Total Expenditures	498,740	445,200	445,200	336,507	390,370
Ending Balance	5,615	3,737	3,737	33,888	6,852
Program 510: DV Penalty Assessments					
Revenue					
Beginning Fund Balance	13,324	12,124	12,124	20,057	25,457
DV Assessments	8,818	9,000	9,000	9,000	9,000
Interest Earnings	336	300	300	400	425
Total Available	22,478	21,424	21,424	29,457	34,882
Expenditures					
M & O	2,421	21,424	21,424	4,000	34,882
Total Expenditures	2,421	21,424	21,424	4,000	34,882
Ending Balance	20,057	0	0	25,457	0
Program 520: Trial Court Improvements					
Revenue					
Beginning Fund Balance	245,333	172,569	172,569	136,020	49,290
Trial Court Improvements	40,736	40,736	40,736	41,032	41,032
Interest Earnings	5,095	1,500	1,500	2,974	1,760
Total Available	291,164	214,805	214,805	180,026	92,082
Expenditures					
M & O	114,408	90,000	90,000	90,000	30,000
Transfer Out	40,736	40,736	40,736	40,736	41,032
Total Expenditures	155,144	130,736	130,736	130,736	71,032
Ending Balance	136,020	84,069	84,069	49,290	21,050
2014 Budget Appropriation - Court Programs					524,186
2014 Budget Appropriation - Fund 156 Total					10,053,464

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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	\$ 2,101,714	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

CAPITAL OUTLAY	\$ 2,101,714
Revenue Offset	0
NET COST	\$ 2,101,714
TOTAL FTEs	0

DESCRIPTION ■ Receives and uses 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 and transportation 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

2013 ACCOMPLISHMENTS ◆ Provided funding support for five capital projects

FUTURE TRENDS ■ Increased traffic and development will require increased transportation improvements

■ Reduced outside grant funding will increase demand for mitigation funds

PERFORMANCE MEASURES	2012	2013 Est.	2014 Est.
■ Capital projects supported	6	6	6
■ Amount of capital projects support	\$ 465,400	\$1,350,000	\$2,101,700

BUDGETED EXPENDITURES

Fund 157 Traffic Mitigation Fund	2012	2013	2013	2013	2014
	Actual	Adopted Budget	As Amended 12/4/2013	Estimate	Adopted Budget
Revenue					
Beginning Cash Balance	3,416,110	1,721,108	1,721,108	3,162,375	1,913,714
Charges For Services	142,510	200,000	200,000	40,299	150,000
Interfund Earnings	-	-	-	20,052	38,000
Interest Income	69,176	38,000	38,000	40,988	-
Total Available	3,627,796	1,959,108	1,959,108	3,263,714	2,101,714
Expenditures					
Transfers Out	450,026	300,000	300,000	500,000	1,000,000
Capital Outlay	15,395	1,659,108	1,659,108	850,000	1,101,714
Total Expenditures	465,421	1,959,108	1,959,108	1,350,000	2,101,714
Ending Fund Balance	3,162,375	0	0	1,913,714	0
2014 Budget Appropriation					2,101,714

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.

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 in the event of an emergency

PERFORMANCE MEASURES	2012	2013 Est.	2014 Est.
▲ Fund Balance as a % of maximum	98%	103%	96%

BUDGETED EXPENDITURES

	2012 Actual	2013 Adopted Budget	2013 As Amended 12/4/13	2013 Estimate	2014 Adopted Budget
Fund 160: Rainy Day Fund					
Revenue					
Beginning Fund Balance	4,118,945	4,118,945	4,118,945	4,118,945	4,118,945
Interest Earnings	-	-	-	-	-
Total Available	4,118,945	4,118,945	4,118,945	4,118,945	4,118,945
Expenditures					
Miscellaneous	-	-	-	-	-
Total Expenditures	0	0	0	0	0
Ending Fund Balance	4,118,945	4,118,945	4,118,945	4,118,945	4,118,945
2014 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	\$	2,667,590	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	\$1,967,590
INTERGOVERNMENTAL	\$500,000
TOTAL COST	\$2,467,590
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 2012 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	\$200,000
TOTAL COST	\$200,000
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 capital projects as directed by Administration and Council

BUDGETED EXPENDITURES

	2012 Actual	2013 Adopted Budget	2013 As Amended 12/4/2013	2013 Estimate	2014 Adopted Budget
Fund 162: Capital Reserve					
Program 002: CIP 2					
Revenue					
Beginning Balance	12,561,928	10,082,028	10,082,028	10,809,818	9,871,968
Real Estate Excise Tax	1,149,839	900,000	900,000	1,180,000	1,280,300
Interest Earnings	239,437	175,000	175,000	205,000	191,000
Total Available	13,951,204	11,157,028	11,157,028	12,194,818	11,343,268
Expenditures					
Intergovernmental Payments	500,000	500,000	500,000	500,000	500,000
Transfers Out - Debt Service	2,631,636	2,269,050	2,269,050	1,822,850	1,967,590
Debt Service	9,750	-	-	-	-
Total Expenditures	3,141,386	2,769,050	2,769,050	2,322,850	2,467,590
Ending Balance	10,809,818	8,387,978	8,387,978	9,871,968	8,875,678
Program 004: CIP 4					
Revenue					
Beginning Balance	12,556,251	5,549,176	7,576,250	7,572,709	5,798,502
Animal Shltr-Capital Reco	-	55,000	55,000	-	-
South Precinct Rental	210,550	210,119	210,119	216,867	223,373
Donations	24,000	36,000	36,000	36,000	48,000
Transfer In	41,908	-	-	-	-
Total Available	12,832,709	5,850,295	7,877,369	7,825,576	6,069,875
Expenditures					
Transfer Out	5,260,000	-	2,027,074	2,027,074	200,000
Total Expenditures	5,260,000	0	2,027,074	2,027,074	200,000
Ending Balance	7,572,709	5,850,295	5,850,295	5,798,502	5,869,875
2014 Budget Appropriation					17,413,143

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COMMUNITY HOUSING IMPROVEMENT PROGRAM (CHIP) AND HOUSING AND COMMUNITY DEVELOPMENT PROJECTS FUND 197

MISSION STATEMENT

Fund 197 includes a number of programs which include Community Housing Improvement Program (CHIP), housing rehabilitation, building rehabilitation, and housing development 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	\$ 564,942	FTE's	2.5
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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 from various sources, interest earnings, Snohomish County Housing Trust Fund (HTF 2060), and Community Development Block Grant (CDBG) funds.
- Loan repayments vary from year to year and are unpredictable. For 2014 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 has established the CHIP program as the first priority for HOME funds.

INVENTORY OF SERVICES

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

M&O	\$255,000
Revenue Offset	(255,000)
NET COST	\$0
TOTAL FTEs	0

DESCRIPTION

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

EXPECTED RESULTS

- Provide decent and safe housing for low to moderate income persons
- Retain and encourage rehabilitation of 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

2013
ACCOMPLISHMENTS ◆ Funded rehabilitation of 22 owner-occupied projects and assisted non-profit rehabilitation projects totaling \$543,000.

2014 GOALS

Goal #1 ■ Fund rehabilitation loan program for owner-occupied homes.

Goal #2 ■ Complete Commerce Building project for Housing Hope, complete projects for Boys and Girls Clubs – North Everett Club renovations, & assist Housing Hope with the implementation of multi-unit housing renovations.

FUTURE TRENDS

- Increased regulations and requirements by Federal and State auditors are making programs more difficult to manage and making it harder to complete projects. More time is required for paperwork and documentation taking time away from getting projects accomplished.

INVENTORY OF SERVICES (Continued)

DEPARTMENT 197/Community Housing Improvement Program (CHIP) **ACTIVITY** 2 - CHIP Administration

LABOR	\$268,830
M&O	41,112
Revenue Offset	(309,942)
NET COST	\$0
TOTAL FTEs	2.5

- 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 rehabilitation of affordable rental housing
 - Promote and maintain reputation of CHIP with community and HUD, the funding agency
 - Improve and preserve neighborhoods, non-profit facilities and downtown

- 2013
ACCOMPLISHMENTS
- ◆ Managed extensive rehabilitation of 22 owner-occupied projects
 - ◆ Worked to upgrade the North Everett Boys & Girls Club facility. Assisted the Everett Gospel Mission Mens Shelter with the replacement of a much needed boiler system. Also provided renovation assistance to the Everett Gospel Mission Womens Shelter. Assisted Housing Hope with the exterior renovation of the historic Commerce Building.
 - ◆ With the loss of one FTE due to retirement, much effort was put forth in reorganizing and training to carry on the duties. The work loan was redistributed to the remaining FTE's.

- 2014 **GOALS**
- Goal #1 ■ Manage housing rehabilitation assistance to low and moderate-income households in the City of Everett and the Urban Growth Area.
- 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

	2012	2013 Est.	2014 Est.
➤ Owner-occupied loans	18 loans 18 dwelling units	22 loans 22 dwelling units	20 loans 20 dwelling units
➤ Investor loans (rentals)	0	2	2
➤ Nonprofit loans (housing)	2 loans 6 dwelling units	4 loans 4 dwelling units	1
➤ Nonprofit facility rehabilitation including shelters	4	4	2

POSITION SUMMARY	FTE	POSITION SUMMARY	FTE
Housing Improvement Inspector	2	Administrative Assistant	0.5

THREE-YEAR PERSONNEL COMPARISON

Class	Title	2012	2013	2014
6153	Housing Finance Advisor	1.0	1.0	0.0
6155	Housing Improvement Inspector	2.0	2.0	2.0
6301	Administrative Assistant	.5	.5	.5
TOTAL FTE		3.5	3.5	2.5

BUDGET CHANGES

This schedule includes only staffing and new program changes from the 2013 Adopted Budget to the 2014 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
-1.00	Eliminate vacant Housing Finance Advisor position	(101,670)		(101,670)
	Total	(101,670)	-	(101,670)

BUDGETED EXPENDITURES

Fund 197: CHIP Loan Program	2012	2013	2013	2013	2014
	Actual	Adopted Budget	As Amended 12/4/2013	Estimate	Adopted Budget
Revenue					
Beginning Cash & Loans Receivable	14,335,724	15,800,000	15,800,000	14,031,616	14,423,287
Grant Revenue	208,092	1,286,300	1,286,300	1,286,300	1,100,000
Interest Earnings	114,526	169,000	169,000	110,000	145,000
Miscellaneous	1,302	3,300	3,300	3,300	1,500
Total Available	14,659,644	17,258,600	17,258,600	15,431,216	15,669,787
Expenditures					
Loan Program Expenditures	226,015	623,500	623,500	623,500	255,000
Salaries & Benefits	338,681	354,848	354,848	354,848	268,830
M & O	63,332	29,581	29,581	29,581	41,112
Total Expenditures	628,028	1,007,929	1,007,929	1,007,929	564,942
Ending Cash & Loans Receivable	14,031,616	16,250,671	16,250,671	14,423,287	15,104,845

2014 Budget Appropriation	15,669,787
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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, citizens, 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	\$ 1,254,680	FTE's	1.5
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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. The allocations run on a fiscal year of July through June.

Everett's allocation of CDBG funding increased for the 2013/2014 program year to \$852,221 from \$770,643 for the 2012/2013 program year. CDBG funding levels are part of the national debate on Federal expenditures, and as such, it is anticipated Everett can expect decreases in the future. The funding amounts for CDBG have been somewhat unpredictable. The Community Development Block Grant program enjoys widespread Congressional support and has been serving low income residents throughout the country since 1974. The U.S. Conference of Mayors strongly 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 Action Plan is required to be consistent with this five-year plan. Each year the City reports to HUD its progress toward the goals and priorities established in the Consolidated Plan by completing a Consolidated Annual Performance and Evaluation Report, or CAPER. The current Consolidated Plan is for program years 2010 through 2014. The Planning Department will begin working on the program year 2015 – 2020 Consolidated Plan in 2014.

INVENTORY OF SERVICES

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

LABOR	\$181,470
M&O	1,073,210
Revenue Offset	(854,680)
NET COST	\$400,000
TOTAL FTEs	1.5

DESCRIPTION ■ Administers Community Development Block Grants and other funds from HUD according to federal and state regulations

EXPECTED RESULTS ■ Provides decent housing, a suitable living environment, and economic opportunities to persons of low and moderate incomes

2013 ACCOMPLISHMENTS

- ◆ Met HUD standards for timeliness in expending grant funds.
- ◆ Supported low-income public service programs providing emergency housing, domestic violence counseling, family counseling, dental care, transportation, child care, homeless services, elderly services, services for developmentally disabled, and clothing and services for children. Supported Project Homeless Connect for the fifth consecutive year.
- ◆ Completed National Environmental Policy Act reviews for Jackson Park improvements; Commerce Building improvements; Longfellow Neighborhood improvements; and Minor Home Repairs. Helped rehabilitate a building for Cocoon House U-Turn program and renovated the Riverside Neighborhood signs and planting bed.

2014 GOALS

- Goal #1** ■ Provide services and projects that help improve the condition of low-income and homeless people living in the City of Everett.
- Goal #2** ■ Work with Snohomish County to insure adherence to federal environmental laws for projects funded with HOME, state funds and jointly funded by the City and county with CDBG funds
- Goal #2** ■ Achieve timely implementation of projects funded with Community Development Block Grant funds

FUTURE TRENDS

- Increased pressure on local governments to fund housing and community development programs as less federal funding is available to communities.
- Added regulations and approach to those regulations will add significant cost and time to CDBG, HOME and state-funded projects

PERFORMANCE MEASURES	2012	2013 Est.	2014 Est.
▼ CDBG Programs & Projects Completed	28	25	25
▼ Housing programs	13	10	10
▼ Social Service programs	20	15	15
▼ Capital projects	7	5	5
▼ Annual Action Plan Completed	1	1	1
▼ Consolidated Annual Performance and Evaluation Report (CAPER) Completed	1	1	1
▼ Citizens Advisory Committee for Housing and Community Development	5	4	5

POSITION SUMMARY	FTE	POSITION SUMMARY	FTE
Planner	1	Community Development Specialist	0.5

THREE-YEAR PERSONNEL COMPARISON

Class	Title	2012	2013	2014
1670	Planner	1.0	1.0	1.0
6151	Community Development Specialist	1.0	0.5	0.5
TOTAL FTE		2.0	1.5	1.5

BUDGET CHANGES

This schedule includes only staffing and new program changes from the 2013 Adopted Budget to the 2014 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

Fund 198: Community Dev. Block Grant	2012	2013	2013	2013	2014
	Actual	Adopted Budget	As Amended 12/4/2013	2013 Estimate	Adopted Budget
Revenue					
Beginning Cash & Loans Receivable	567,491	656,962	656,962	326,867	400,000
Grant Revenue	690,625	550,000	550,000	1,280,095	854,680
Misc Revenue	438	-	-	-	-
Total Available	1,258,554	1,206,962	1,206,962	1,606,962	1,254,680
Expenditures					
Salaries & Benefits	199,490	159,398	159,398	159,398	181,470
M & O	750	19,000	19,000	19,000	43,500
Operating Grants	718,055	1,018,796	1,018,796	1,018,796	1,017,170
Interfund Services & Charges	13,392	9,768	9,768	9,768	12,540
Total Expenditures	931,687	1,206,962	1,206,962	1,206,962	1,254,680
Ending Balance	326,867	0	0	400,000	0

2014 Budget Appropriation	1,254,680
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