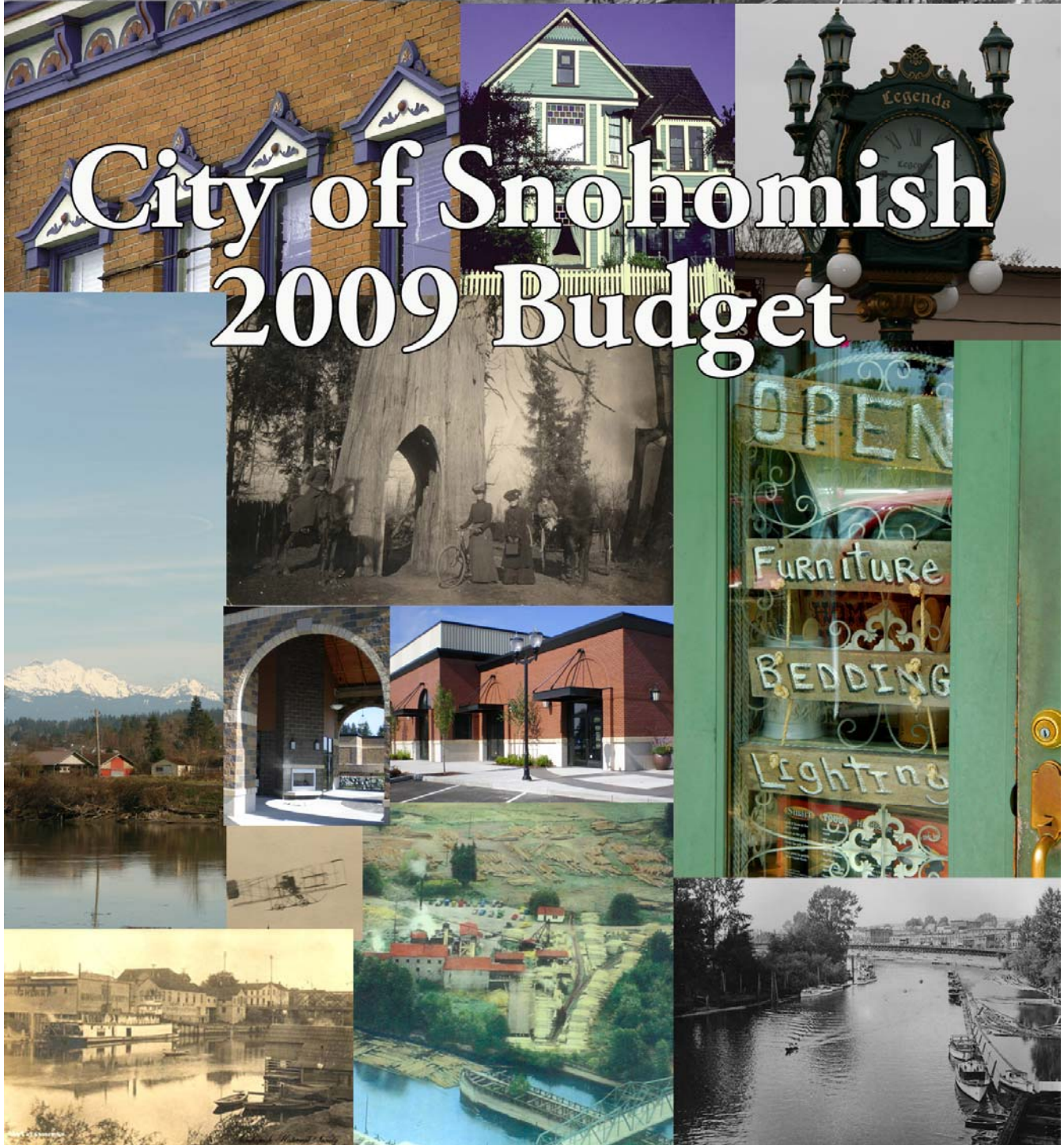
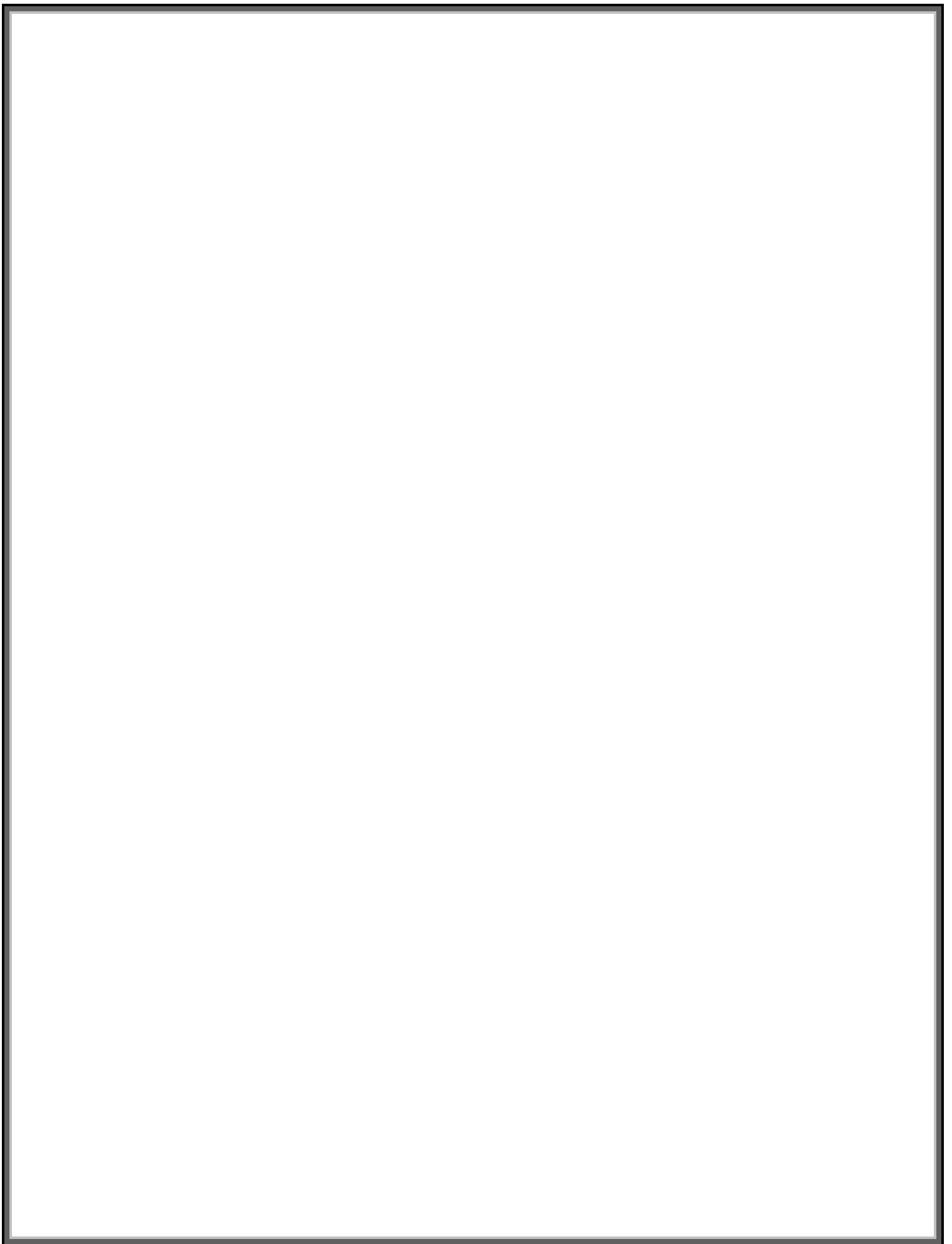


# City of Snohomish 2009 Budget





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# CITY OF SNOHOMISH

*Founded 1859, Incorporated 1890*

116 Union Avenue Snohomish, WA 98290 Tel (360) 568-3115 Fax (360) 568-1375

**Date:** September 30, 2008  
**To:** Snohomish City Council and Citizens  
**From:** Larry Bauman, City Manager  
**Subject:** **Transmittal Memo for the 2009 Budget**

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With this memo I transmit to the City Council and citizens of the City of Snohomish the City Manager's Recommended 2009 Budget. The purpose of this memo is to provide a narrative overview that highlights the major themes and changes included in this proposed budget for the City of Snohomish. While the proposed numbers tell the detailed story of this budget, this memo seeks to tie those numbers together in a way that is a more comprehensive view of the City's finances and programs proposed for 2009.

The budget recommendations in this document are based upon assessments of the highest priority needs expressed by the community, the City Council and the City staff organization. Reflected prominently within the Recommended Budget are the goals and budget priorities established by the City Council at its August 26, 2008, Planning and Budget Retreat. In many ways, the budget that follows this memo is a team effort that embraces the entire community. The priorities included in this budget were established from careful consideration of a variety of inputs that include the City Council's 2009 Goals, staff recommendations, and, of course, a careful consideration of many competing demands on the limited resources available to meet these demands. The City's 2006 strategic planning process continues to have a major and ongoing impact in fashioning the priorities of this budget. Many hands have touched this budget process: I extend my appreciation to the City Council and to our City staff for diligently working to propose budget changes that respond to current economic conditions and still meet the needs of providing essential services to the community. As always, my thanks go especially to the City's financial manager: Support Services Director Danny Weinberg and his staff in providing financial analysis and budget management for the City.

This Recommended Budget is the document on which citizens will make comment during the various public hearings that will occur in October and November and on which the City Council will base its decisions to create a final adopted budget for the next fiscal year beginning January 1, 2009. Our City budget is a living document, however, that should be expected to go through changes as revenue and expenditure conditions change during the fiscal year. Once adopted by Council, this budget forms the detailed fiscal plan for the City during the next year. City budgets are necessarily complex documents, primarily because many different sources of funding are involved and because a number of these funding sources—such as utility funds—are restricted because expenditures in these budget areas can only benefit the specific programs that generate their revenues. One goal of this transmittal memo is to explain these budget elements in terms so that citizens with no background in municipal finance can understand the forces of change that drive the City's budget process and how the tax dollars that they contribute are to be spent for City services.

## **2009 Council Strategic Budget Priorities and Annual Goals**

On August 26, 2008, the City Council met to review financial and programmatic and service demand information, discuss strategic action recommendations, to set its annual goals and to develop budget priorities for 2009. Revenue projections and reports of the progress made on meeting the Council's 2008 Goals were part of the foundation on which Councilmembers established a new list of City Council goals.

As in 2007, this year's planning and budget retreat was used for continuing financial review and implementation of the City's Strategic Plan, titled "Imagine Snohomish: Promoting Vitality and Preserving Character". The significance of this title is that it focuses the primary objectives of the strategic plan on both economic vitality and community character, seen as dual goals that have parallel importance. The goals and action strategies were used as reference points for Council to develop both 2009's budget priorities and annual goals. Essentially, the Recommended Budget is the primary implementation tool for the Imagine Snohomish goals and action strategies. For 2009 the City Council has developed a list of goals based upon the wide range of Strategic Plan's goals and action strategies. These goals will be found at the end of this transmittal message.

In addition to creating new annual goals for 2009, the Council also used its August retreat as an opportunity to develop a Values Statement that is provided within the City Council section of the Recommended 2009 Budget.

## **Issues Affecting the 2009 Budget**

The most significant influence on the 2009 budget is the general economic decline we have experienced in the region, the state and the nation. Declines in employment levels and increases in home mortgage foreclosures are two of the general economic indicators that have marked this shift in Snohomish County. Most local businesses experience this downturn in the economy as reduction in sales and services. The downturn in economic growth and activity is experienced within the City's finances primarily as a reduction in retail sales tax revenues, which have declined significantly against projections the City had made for 2008. As a result we have now projected to see essentially no real growth in sales tax during 2009.

The fact that sales taxes have replaced property taxes as the most significant source of General Fund revenues for the City is an outcome of voter approval in 2001 of Initiative 747. This initiative limits the City's property tax levy to 101 percent of the previous year's levy. In other words, an annual growth rate of no more than 1 percent is allowed in the levy. This means that the increase in the property tax levy typically falls far short of the annual rate of inflation. The result of this change in municipal finances is that property tax revenue continues to shrink as a proportion of total City revenues. Many citizens in our City and throughout the region may find this fact confusing due to the fact that their individual property tax bills often continue to increase. This typical increase of the individual property tax bill, however, is due to a variety of factors that include increasing property value assessments and local voter-approved levies for public agencies.

Just as property tax revenues continue to decline in proportion to the total budget, sales taxes continue to grow proportionally as a percentage of total revenues and now rank as the largest single source of revenue to the City. Due to the fact that sales tax revenues are more vulnerable to economic trends, these revenues are closely watched and projections of future

revenues are conservatively estimated. In times of sudden and negative economic change, such as that experienced in 2008, however, we often find that even highly conservative projections can fall short of actual performance. The reality is that dependence on sales taxes as a source of revenue to support City services and maintenance of infrastructure, especially streets, means that these programs are especially vulnerable to the ups and downs of the national economy. Because retail sales tax revenues are far more sensitive to economic conditions, the resulting changes of I-747 for municipal finances mean that the primary base for funding services to the community has become less stable and far more responsive to the overall health of the economy.

However, the production of sales tax revenues is also one revenue area that may also be directly or indirectly affected by the City's policies and decisions. Providing additional opportunities for commercial development can improve these revenues. For this reason, supporting economic development and business growth continues to rank as a high value activity for the City's staff. The growth of commercial development opportunities—especially for retail businesses—holds the greatest promise of increased revenues. Ensuring the availability of sufficient and appropriately located commercial lands for such growth is a key component of the City's economic development strategies. In 2007 the City's added to its staff an Economic Development Manager whose primary tasks include working to stimulate economic growth for retail commercial businesses.

Personnel-related increases for cost-of-living adjustments (COLAs), benefits and other compensation changes continue to drive a significant portion of our annual operational cost increases. Medical insurance costs have typically increased at a double-digit pace during each of the past several years, and for 2009 we project a 8.2 percent cost increase overall. The City is a member of the AWC pool for benefit programs, and the costs for these programs are among the lowest we have been able to find.

One significant change being recommended within this budget for 2009 is the suspension of the COLA that would normally be due to non-represented (non-union) employees. This would mean that this group of employees would receive no general pay increase in 2009. To implement this proposal, an adjustment to the resolution that governs compensation and benefits for this employee group would be required by the City Council.

Other changes in the departmental budgets reflect resources needed to implement City Council Goals and budget priorities as developed at the August 26 Planning and Budget Retreat. These budget increases, where significant, are highlighted below. The key changes proposed as part of this year's Budget are listed below under **Explanation of 2009 Changes**.

### **2009 Operating Fund Changes**

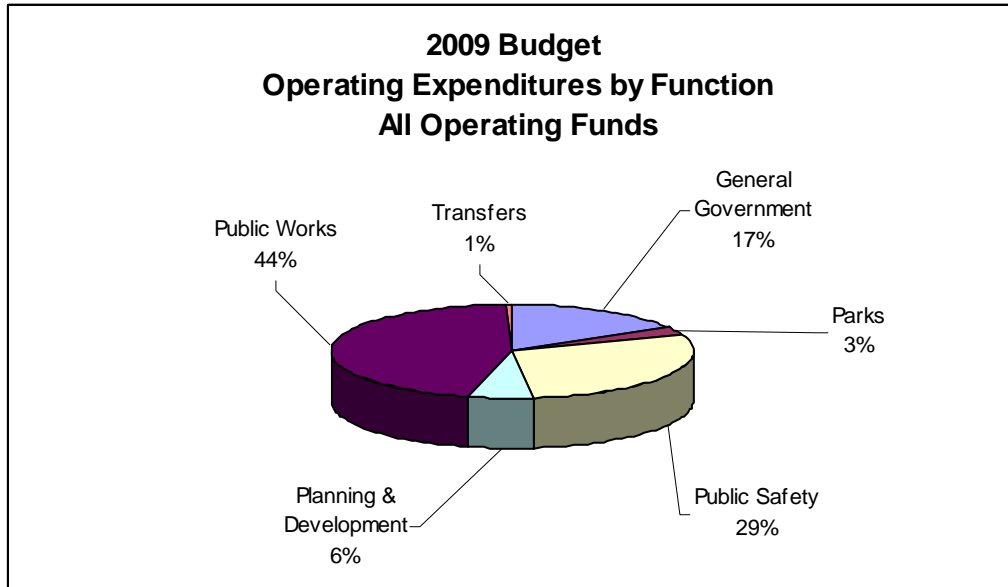
#### **Explanation of 2009 Changes:**

To show in a summary form the major changes occurring in the 2009 Budget in comparison to 2008, I am providing the following table that tracks major departmental budget changes in the 2009 Budget.

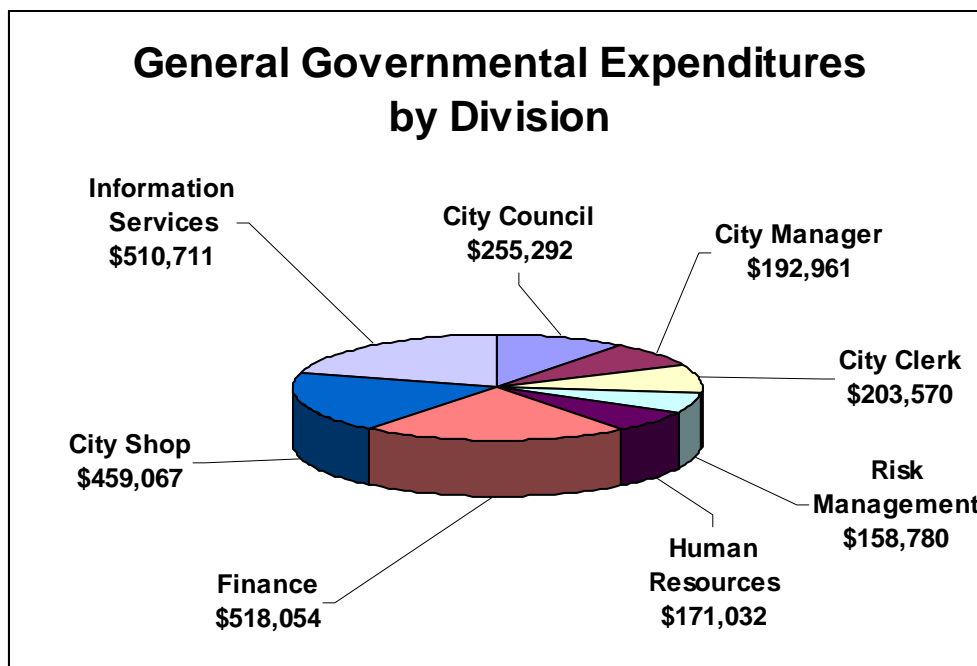
**City of Snohomish  
2009 Budget**

<b>Department</b>	<b>Description of Significant Changes</b>	<b>Amount</b>
City Council	There is no significant change in budget expenditure levels for 2009.	\$14
Executive	\$21,350 of increased personnel costs. An increase is forecast for WCIA Premiums of \$29,180. Decreases to personnel and business advertising, \$10,000, administrative professional services of \$68,500, training of \$2,500, postage and interfund charges \$11,000 and \$5,500 in Civil Service Commission expenses.	\$47,921 (decrease)
Planning & Development	\$39,000 increase associated with personnel cost, \$28,500 decrease in professional services for fire inspection services and a \$7,000 decrease in travel and training and dues expense.	\$4,300
Public Works	\$298,500 increase in personnel costs in the entire department. Utility and supplies expense in the General Fund increased \$48,000 and repairs & maintenance decreased \$20,000. The Street Fund capital costs decreased \$230,000 and interfund and professional services increased \$35,000. The Water Utility will have decreased debt costs of \$30,000 and increased costs of water purchases and utilities costs of \$70,000 with repairs and interfund costs increasing \$38,000. The Wastewater Utility debt costs will increase \$189,000 and engineering & utility expenses will increase \$43,000. The Stormwater Utility Dept. of Ecology permits increase \$10,500, excise taxes expense increases \$17,000, intergovernmental costs increase \$12,500 and interfund charges for services and equipment increase \$40,000	\$478,927
Law Enforcement	\$304,500 increase in personnel costs, which includes a 6.5% cost of living increase. New vehicle purchases decrease \$85,000, jail fees decrease \$34,800 and court filing fees increase \$51,000.	\$242,610
Support Services	\$17,000 increase in personnel related costs; \$39,000 in fleet fuel and maintenance costs. Increase of \$15,000 for utilities expense at the Shop. Increase of \$38,000 for purchase of new financial system. Reductions include \$24,000 for technology equipment, \$10,000 for professional services support and \$25,000 for Equipment replacement.	\$30,713

Another way of viewing the 2009 Budget is to note the relative allocations of Operating Fund expenditures by function. The following pie chart shows expenditures by function as percentages of the total operating budget:



The following chart presents a breakdown of General Governmental expenditures by division:



### **2009 Operating Revenues**

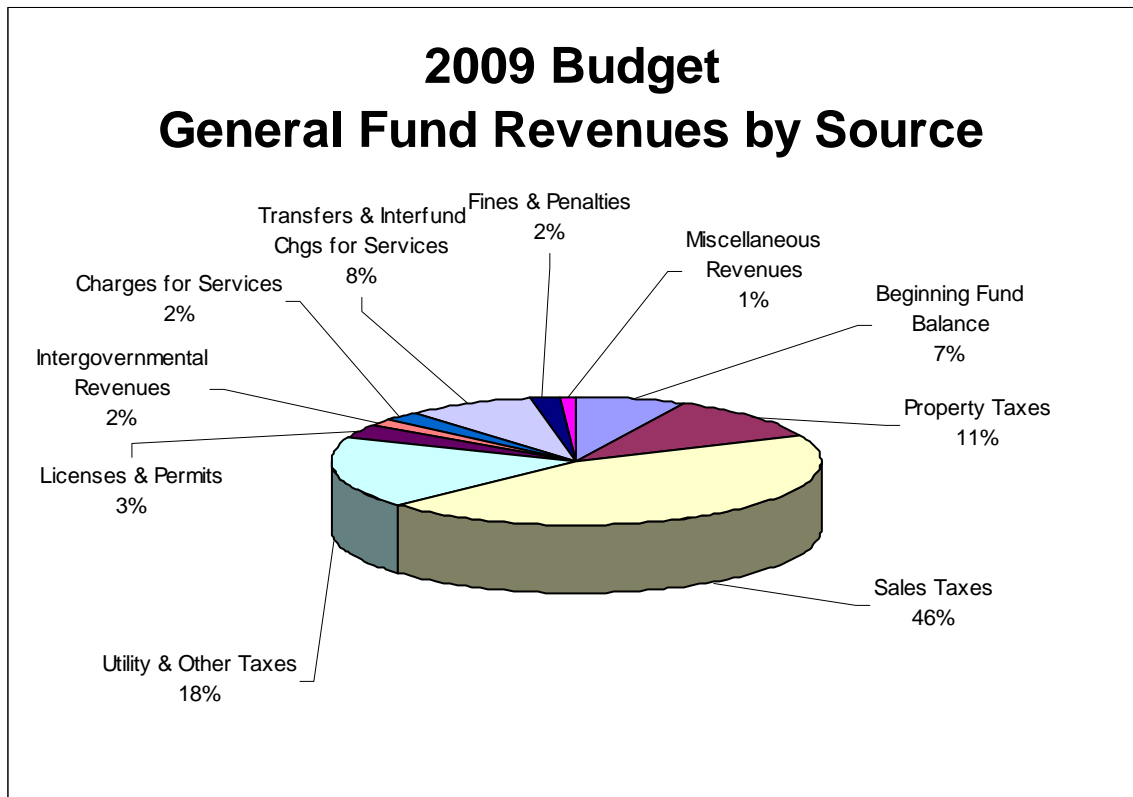
A significant trend in the growth of revenues for retail sales tax has become the most evident positive development for the City budget during the past five years. This trend is supported and continued by the recent opening of Snohomish Station, with more than 400,000 square feet of commercial retail space recently constructed. The Station began phased-in operations in the spring of 2008. However, due to the cooling of the local economy, leasing of smaller retail spaces at this center is expected to continue into 2009.

Since sales tax funds are not restricted for any special uses by state law, a growth in these revenues offers the City Council broad opportunities to support all services or programs. Construction activity generates sales tax revenues in addition to more conventional retail activity. However, these revenues are related to projects that will not create an ongoing and sustainable source of funding, and therefore are used for one-time expenditures, such as capital projects, instead of operating costs for City services.

The 2009 Budget includes a 1% increase to the City's property tax levy. Sales tax, which has become and will continue to be the dominant source of City revenue, is projected to decrease in 2009 by \$1,009,300 or 21%. The large percentage of sales tax revenues in the City's finances highlight and supports the City Council's current emphasis on economic development activities that increase sales tax through commercial development of private property. Economic factors and voter-approved initiatives continue to be the most significant limits to the City's revenues. Overall, total City operating revenues in 2009 are expected to increase \$220,485 or 1.3% with a weak prediction for continued development related revenues during the next fiscal year.

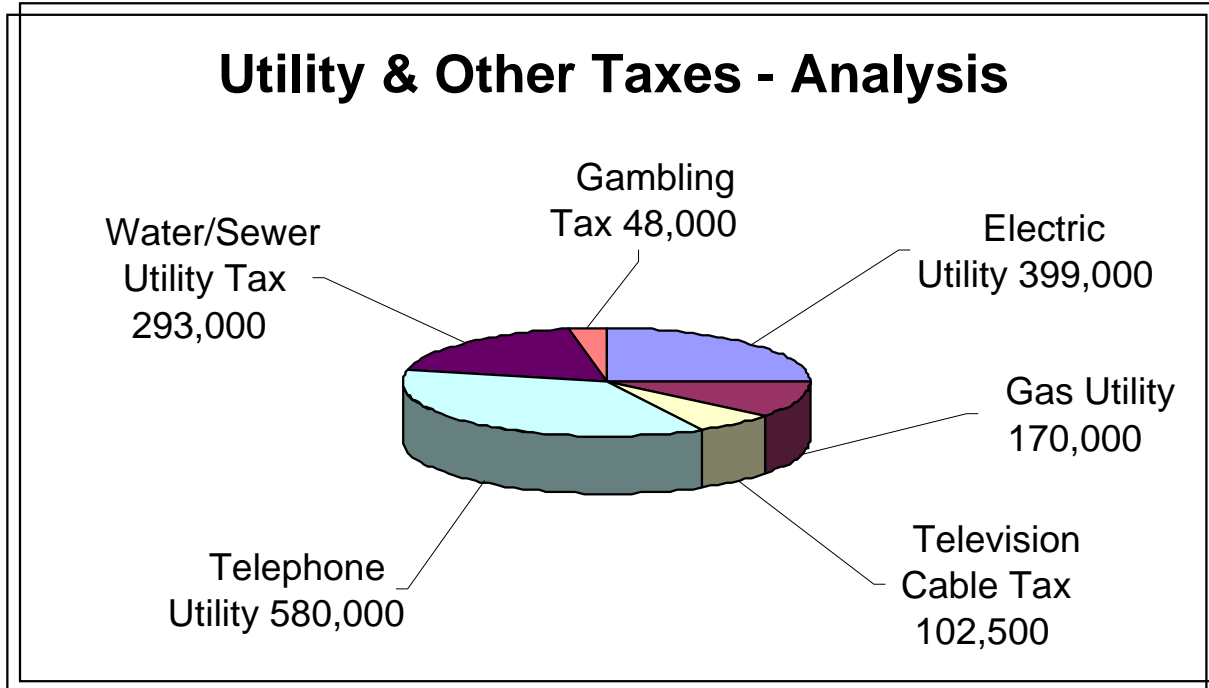
This projection also includes a lackluster expectation for the performance of Real Estate Excise Sales Tax (REET) due to the overall slowdown in the real estate market. This trend is expected to continue into 2009 and will have an impact on the resources available for certain types of capital projects.

General Fund	The General Fund revenues are forecasted to decrease \$1,246,000 from 2008, mostly related to a combination of weak sales activity and revenues associated with property development and construction.	\$8,906,496
Street Fund	The Street Fund is expected to receive less street fuel tax in the amount of \$13,000 as well as a reduction in interfund transfers for the overlay program of \$350,000 which will have reduced activity in 2009.	\$845,482
Water Fund	Water Fund revenues are anticipated to increase by \$190,000 in 2009. This is due to rate increases implemented in 2008 as a result of the Utility Rate Study. Permitting and inspection fee revenues are forecasted to decrease by \$120,000 due to the weak economy and slow development activity.	\$2,024,094
Wastewater Fund	The Wastewater Fund revenues are expected to increase \$845,000 due to rate increases as a result of the utility rate study. Increased fund reserves are planned to fund wastewater related systems upgrade projects.	\$3,703,606
Surface Water Fund	The Surface Water Fund was created in 2005 to address the City's requirement to provide new services and capital investment in the collection and treatment of storm water. Rate revenues are expected to increase \$120,000 which is projected to offset increased operational costs, to build up reserve and fund capital projects.	\$1,023,950
City Shop Fund	The City Shop Fund has an increased budget of \$45,000 primarily related to cost increases in fuel and personnel costs. Revenues come in the form of charges for services to the various City departments.	\$461,004
Information Services Fund	The Information Services Fund overall expenditures will decrease with a \$5,500 increase in personnel costs being offset by decreased equipment purchases of approximately \$20,000. Revenues come in the form of charges for services to the various City departments.	\$559,411
<b>Total Operating Budget – Revenues</b>		<b><u>\$ 17,524,043</u></b>



#### **Utility and Other Taxes**

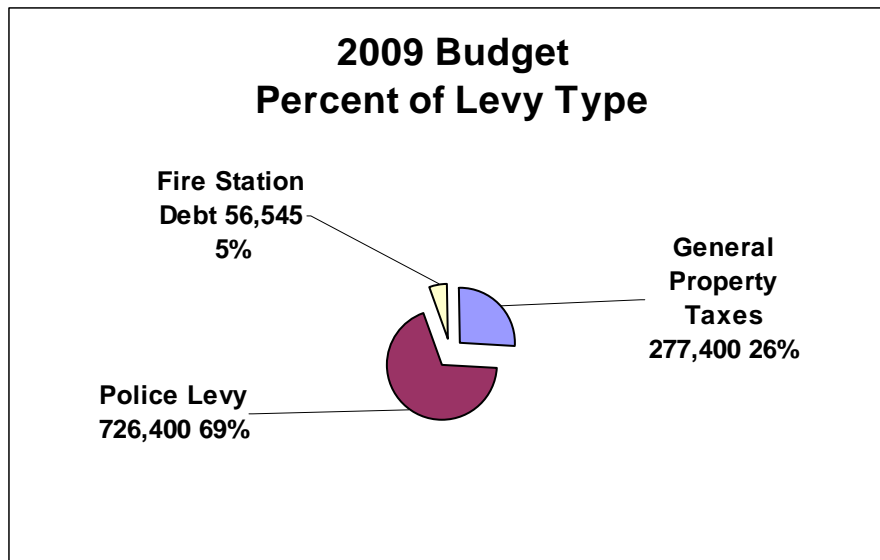
Utility taxes are one source of funding for the City's General Fund. In 2008, the City Council reduced the tax rate on City Water and Wastewater Utility services from 6% to 5.33% in order to neutralize the tax revenue impact of increased rates primarily for Wastewater services. In order to better view the breakdown of utility and other taxes, the following chart is provided below. 2009 revenues are projected to increase a total of \$72,500. The telephone utility tax generates the most revenue (\$580,000) with a projected increase of \$15,000. The Gas utility tax generates the greatest increase of \$20,000 with total projected revenues of \$170,000.



#### City Share of Property Tax Revenues

The state legislature and voter-approved Initiative 747 limits annual growth of the property tax levy to 101 percent of the previous year. This one-percent-a-year growth in property tax revenues means that property tax would be expected to decline as a percentage of total City revenue as time progresses. When viewed in respect to the rising cost of goods and services as measured by the Consumer Price Index in future years, it will become more apparent how property tax will not keep pace with current inflationary influences in the economy. Prior to the adoption of I-747, the maximum increase that any city council could approve for the property tax levy was 106 percent of the previous year.

While the property tax levy rate for Snohomish property owners in 2008 was approximately \$10.32 per \$1,000 of assessed valuation, the City's share is only a small portion of that amount. The City's share of the tax rate paid by Snohomish County property owners was \$0.9785 of the approximate total levy of \$10.32 in 2008. The City's share of the property tax levy is broken into the components of the Police Levy (dedicated to supporting a specific range of police services in the community), the Fire Station Debt levy and the regular levy, represented in the chart:



### **2009 Personnel Changes**

The personnel changes included for 2009 reflect the serious nature of the revenue constraints for the coming year in addition to the need to support City Council strategic budget priorities, annual goals and to continue to provide vital ongoing services. The proposed changes are discussed below.

The costs of organization-wide wage and benefit increases continue to be major driving forces of expenditure growth for the City. These costs include contract-driven cost-of-living adjustments (COLAs), anticipated medical benefit cost increases, step increases for longevity, etc. Medical benefits, one of the fastest rising cost sectors in the national economy, are generating far more rapid cost increases for the City's budget than previously anticipated.

One vacant Police Officer position is recommended to be deleted for the 2009 Budget. This position was added to the 2008 Budget with the assumptions that population growth from residential development then being planned and retail growth in commercial development would generate higher demands and calls for service by Police Officers during this year. However, economic conditions have suppressed much of the growth in single-family homes that had been planned, and the new retail businesses constructed in 2008 have not generated the volume of 911 calls that had been anticipated. Therefore, the justification for this position has not been supported by service demands. The reduction of this one Police Officer position would bring the total number of commissioned officers back to 21 positions, the level that was established in the 2007 Budget.

There are no recommended new positions in any City department being submitted for the Recommended 2009 Budget.

## Wage and Benefit Increases for 2009

As a primarily service and labor-driven organization, wage and benefit changes have the most notable impact on the City's Operating Budget. The impacts of inflation and the rising costs of medical benefits particularly drive much of these increased costs.

- Salary changes for represented personnel are included as provided by existing contract agreements. The Police Guild contract is for the period 2008-2010. The 2009 Personnel Forecasts have assumed a 6.5% increase in wages. The contract states that pay rates shall be increased by 100% of the CPI-U plus a 2% market adjustment.
- Recommended salary and benefit changes for the non-represented employees are proposed to include the same benefit changes as the Office Technical contract, which is in effect through 2008. However, the budget recommends that cost-of-living adjustment (COLA) salary increases for the non-represented group be suspended for 2009. This change would require an implementing resolution to adjust previous policies that had tied non-represented employees' COLAs to the Office Technical bargaining unit contract. If actual revenues increase by the third or fourth quarters sufficiently beyond what is currently projected for 2009, the City Manager would intend to reconsider this suspension of COLAs and request this matter be reviewed by the City Council at that time.
- Salary and benefit changes for the Public Works and Office Technical employees are forecasted pursuant to their agreement which is in effect through 2008. The 2009 Forecasts have assumed a 4% increase for presentation purposes only, pending renegotiation of the contract.
- Medical, dental, life, and vision benefits for Regence are expected to increase 8.2%
- In accordance with the terms of the Public Works contract, the employees will share 10% of dependent medical costs to a maximum \$70.00 per month. The employees may also choose to opt out of dependent coverage. If an employee opts out, the City will pay the employee (50%) fifty percent of the City's premium cost it would otherwise have paid for coverage. The dependents must have other coverage. This is an opportunity for cost savings for the City, with an attractive benefit for the employee. To date, three (3) employees have availed themselves of this program. This is a cost savings of approximately \$1,111 per month.
- Non-represented and Office Technical employees, in accordance with the terms of the Office Technical contract, will share 10% of dependent medical costs to a maximum \$70.00 per month.
- Law Enforcement employees, in accordance with the 2008-2010 contract, will share 10% of dependant medical costs. The employees may also choose to opt out of dependent coverage. If an employee opts out, the City will pay the employee (50%) fifty percent of the City's premium cost it would otherwise have paid for coverage. The dependents must have other coverage. This is an opportunity for cost savings for the

**City of Snohomish  
2009 Budget**

City, with an attractive benefit for the employee. To date, no employees are participating in this program.

- The rates for state retirement for PERS changed in July 2008 from 6.1% to 8.31%. In July 2009 the rate is assumed to remain at 8.31%. This translates to an increase of approximately \$53,500. Beyond 2009, the rate is forecasted to be 8.0% through 2011. The LEOFF II (law enforcement retirement) aggregate rate of 5.39% is not forecasted to change in 2009.
- Unemployment allocation is .8% on a maximum salary base of \$31,400 or \$251. The total unemployment costs to be transferred to the Self Insurance Fund are \$18,531 for 2008 and \$20,582 for 2009. The actual costs paid to date in 2008 total \$23,316, which consists of \$15,963 for 2007 and \$7,353 for 2008.

The rate for Washington State Industrial Insurance has been projected to increase 12% per classification. This equates to \$10,000.

**2009 Ending Fund Balance and Other Budget Initiatives**

The 2009 Budget anticipates a total of \$2,353,739 of ending reserved and unreserved fund balances. This total increase of \$905,721 over the 2008 budget can be attributed to increases in the utility funds, predominantly the wastewater fund, and a decrease in the general fund balance. The decrease (\$277,514) in the general fund is a result of the slow down in the economy, retail sales and development activities. The utility funds reserves are projected to increase \$1,203,265. The utility rate increases were phased in during the first quarter of 2008. The rate increases are to fund continuing operations, various reserve requirements and mandated projects requirements and the associated future debt.

General Fund	\$272,199
Street Fund	1,533
Water Operation	242,276
Waste Water Operation	1,423,310
Surface Water	363,784
City Shop	1,937
Information Service	48,700
<b>Total Ending Fund Balances Operating Funds</b>	<b>\$2,353,739</b>

**2009 Capital Project Expenditures**

The Growth Management Act mandates that the City develop a six-year Capital Facilities Plan (CFP) as part of its Comprehensive plan. In order to distinguish it from the six-year plan, the one-year version of this plan, which is a part of the annual budget, is now titled as the Capital Improvement Plan (CIP). One of the ways we are developing better project management systems for our six-year CFP is to develop detailed capital projects pages for each project in our 2009 CIP. Because past practice has been to adopt the CIP as part of the budget, we will continue to provide the summary CIP sheets as we have in past years as part of the 2009

budget. The detailed pages would make the 2009 Budget more voluminous than it needs to be and will be provided to Council under separate cover for review as a companion document to the Budget. It is also available, of course, to the public. The following is the summary list of key capital projects planned for 2009 in each of the City's capital programs.

**2009 Capital Project Expenditures**

Projects listed within the CIP generally are those in excess of \$10,000 in estimated cost that improve, repair or maintain the City's infrastructure. CIP Projects are accounted for in one of three non-operating funds: Municipal Capital Projects (310), Street Capital Projects (311), and Utility Capital Projects (432). Revenues come from a variety of sources. A listing of total budgeted amounts by fund and major category follows:

FUND	CATEGORY	AMOUNT	TOTAL
<b>Municipal Capital Projects</b>	Centennial Trail Extension	\$1,350,000	<b>\$1,350,000</b>
Street Capital Projects	4 <sup>th</sup> Street South Wall	\$160,000	
	School Pedestrian Safety	75,000	
	Guardrail Replacement	5,000	
	City Sidewalk Upgrade	120,000	
	2 <sup>nd</sup> & Ave "A" Project	240,000	
<b>Total Street Capital Projects</b>			<b>\$600,000</b>
Water Utility Projects	So. Zone Reservoir Cover Replace	\$350,000	
	Telemetry System Upgrade	75,000	
	Water System Comp. Plan	200,000	
	WTP SCADA	12,000	
	Fish Ladder Safety Improve	110,000	
	Pilchuck River Water Line	30,000	
	WTP Upgrade Study	15,000	
	WTP-Filter to Waste-Improvement	95,400	
Wastewater Utility Projects	Combined Sewer Overflow(CSO)	\$6,000,000	
	WWTP Design	1,500,000	
	Lagoon Plan	11,500	
	Flood Proof/Back-up Generators	747,370	

**City of Snohomish  
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Stormwater Utility Projects	Blackman's Lake Outlet Control	\$50,000	
	Surface Water Overlay	11,000	
Cemetery Creek Trunkline	Segments 2 & 3 Design	\$615,000	
<b>Total Utility Capital Projects</b>			<b>\$9,822,270</b>
<b>TOTAL CAPITAL PROJECTS - 2009</b>			<b>\$11,772,270</b>

A detailed listing of projects and revenue sources is shown under the Non-Operating Funds section of the Budget as well as in the appendix.

## City Council 2009

### Strategic Budget Priorities and Annual Goals

*The following goals have been established for 2009 by the City Council and support the ongoing implementation of the City's Strategic Plan. Please see below for Strategic Plan references.*

- ❖ Implement City Economic Development Committee marketing priorities for retail recruitment and expanded tourism.

(Strategic Plan Goals 1.A., 1.C., 1.D.)

- ❖ Support development of the Eastside Rail Corridor for rail and trail uses.

(Strategic Plan Goals 1.C., 1.D., 2.C., 3.D., 3.F.)

- ❖ Facilitate and coordinate a project to expand parking for downtown.

(Strategic Plan Goal 1.C.)

- ❖ Work with the Snohomish School District in locating a new pool project site within the City.

(Strategic Plan Goal 2.C.)

- ❖ Evaluate potential sites for a new City Hall campus.

(Strategic Plan Goal 4.A.)

- ❖ Plan for the expansion of the City's Urban Growth Area to the north.

(Strategic Plan Goal 1.B.)

- ❖ Analyze the costs and benefits of annexing the City's southern Urban Growth Area.

(Strategic Plan Goal 1.B.)

- ❖ Analyze opportunities for increasing urban densities.

(Strategic Plan Goals 1.A., 3.A.)

- ❖ Find additional state and federal funds for wastewater improvements.

(Strategic Plan Goal 4.B.)

**Strategic Plan Goals**

City Council 2009 Goals listed above reference Strategic Plan goals. The goals as listed in the Strategic Plan are provided below. For detail, see “Imagine Snohomish: Promoting Vitality and Preserving Character” available on the City’s website: [www.ci.snohomish.wa.us](http://www.ci.snohomish.wa.us)

- 1.A. Facilitate Citywide Economic Growth and Development**
- 1.B. Evaluate Annexation Strategies to Support Economic Growth**
- 1.C. Support Downtown Revitalization and Redevelopment**
- 1.D. Promote the City as a Tourist Destination**
- 2.C. Develop a Vision and Plan for the City’s Parks and Trail System**
- 3.A. Improve and Construct New Sidewalks to Provide Enhanced Walkability and Pedestrian Safety**
- 3.D. Develop a City Trail System, with Regional Connections**
- 3.F. Work with Community Transit to Improve Transit Options and Service**
- 4.A. Plan and Develop an New City Campus**
- 4.B. Significantly Increase City Funding for Street Maintenance**

***PART 1***

***2009 BUDGET***

***INTRODUCTION***

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**CITY OFFICIALS**

**2009 Council Members**

<u>Position</u>	<u>Name</u>	<u>Term</u>	<u>Ending</u>
Pos 1	Lynn Schilaty	Four Year	December 31, 2011
Pos 2	Karen Guzak	Four Year	December 31, 2011
Pos 3	Melody Clemans	Four Year	December 31, 2011
Pos 4	R.C. "Swede" Johnson	Four Year	December 31, 2009
Pos 5	Randy Hamlin	Four Year	December 31, 2009
Pos 6	Doug Thorndike	Four Year	December 31, 2009
Pos 7	Dean Randall	Four Year	December 31, 2009

**City Officials**

<u>Title</u>	<u>Name</u>
City Manager	Larry Bauman
Public Works Director	Tim Heydon
Support Services Director	Danny Weinberg
Law Enforcement Director	John Turner
Planning and Development Services Director	Corbitt Loch

**Other Officials**

<u>Title</u>	<u>Name</u>
City Attorneys	Weed, Graafstra, and Benson
City Prosecutor	John Rodabaugh
Hearing Examiner	Sound Law Center
Utility and Parking Ticket Hearing Examiner	Jeanne Mulford

## ***COUNCIL ADVISORY BOARDS AND COMMISSIONS***

There are six active and permanent City Council Advisory Boards and Commissions. As the Boards and Commissions discuss issues and hear testimony, they typically will make a recommendation to the City Council for action. This recommendation is the Board's proposal, and the full Council will vote on the issues brought before them. The Council may, or may not, vote according to the Board or Commission's recommendation. In addition to serving on the City Council, Council Members typically also represent the citizens of Snohomish on at least one Council Board or Commission, or intergovernmental committee.

The Snohomish Municipal Code states that members of the Council Advisory Boards and Commissions are to be selected by the Mayor with confirmation by the City Council. The Mayor forwards his recommendation to the City Council for confirmation.

### **CIVIL SERVICE COMMISSION**

**Purpose:** Execute the powers and perform the duties, as established by State law, in connection with the selection, appointment and employment of police officers.

**Meets:** Second Thursday of each month (as needed)  
**Place:** City Hall Conference Room, 116 Union Avenue  
**Time:** 7:00 p.m.  
**Members:** Five - 6 year terms

### **DESIGN REVIEW BOARD**

**Purpose:** Reviews and approves the external designs of all architectural improvements, including signs in the Historic District. Reviews and comments on the design of all non-single family structures in the City.

**Meets:** Second Wednesday of each month  
**Place:** City Hall Conference Room, 116 Union Avenue  
**Time:** 7:00 p.m.  
**Members:** Five - 4 year terms

### **PARKS AND RECREATION BOARD**

**Purpose:** Provides policy advice to the City Council concerning all parks and recreation programs within the City.

**Meets:** Fourth Wednesday of each month  
**Place:** City Hall Conference Room, 116 Union Avenue  
**Time:** 7:00 p.m.  
**Members:** Five - 3 year terms

**PLANNING COMMISSION**

**Purpose:** Serves to consider land-use, regional and comprehensive plan issues, and makes recommendations to the City Council. The Planning Commission may recommend moratoria and/or interim land-use controls and hold public hearings as deemed necessary by the City Council.

**Meets:** First Wednesday of each month  
**Place:** George Gilbertson Board Room,  
1601 Avenue D  
**Time:** 7:00 p.m.  
**Members:** Seven - 6 year terms

**LODGING TAX ADVISORY COMMITTEE**

**Purpose:** Reviews and makes recommendations to the City Council concerning proposed changes to the Hotel-Motel Tax rates and uses.

**Meets:** Meets twice annually  
**Place:** City Hall Conference Room, 116 Union Avenue  
**Time:** 7:00 p.m.  
**Members:** Five

**ECONOMIC DEVELOPMENT COMMITTEE**

**Purpose:** The Economic Development Committee clarifies and interprets the elements of the Economic Development Strategy; provides a forum for the coordination of information among entities identified as having economic development roles; recommends priorities and establishes a means to monitor progress on goals; and provides such other advice and guidance as is consistent with furthering the "Economic Development Strategy".

**Meets:** Fourth Tuesday of each month  
**Place:** City Hall Conference Room, 116 Union Avenue  
**Time:** 4:00 p.m.  
**Members:** Ten – 2 year terms

## **STEPS IN THE BUDGET PROCESS**

### **APRIL - MAY**

- ✓ **Step 1** ~ Generate budget suggestions from citizens and staff

### **JUNE**

- ✓ **Step 2** ~ Establish goals and policies to accomplish directions

### **JULY**

- ✓ **Step 3** ~ Budget Workbooks Issued to Department Heads

### **AUGUST**

- ✓ **Step 4** ~ City Council Retreat To Review Accomplishments and Establish Goals
- ✓ **Step 5** ~ Six Month Revenue Forecast and Preliminary Revenue Estimates 2009

### **SEPTEMBER - DECEMBER**

- ✓ **Step 6** – 2009 Salary and Wage Report
- ✓ **Step 7** – Six year Utility Revenue Requirement Study
- ✓ **Step 8** ~ City Manager 2009 Recommended Budget delivered to the City Council on September 30, 2008
- ✓ **Step 9** ~ Department Overviews - City Council, City Manager and Law Enforcement on October 7, 2008
- ✓ **Step 10** ~ Department Overviews – Planning and Development Services, Public Works and Support Services on October 21, 2008
- ✓ **Step 11** ~ First Public Hearing – Revenues Sources, Property Tax Levy, November 4, 2008
- ✓ **Step 12** ~ Council Budget Final Review and Adoption November 18, 2008

**ORDINANCE 2158**

**AN ORDINANCE ADOPTING A BUDGET FOR THE CITY OF SNOHOMISH, WASHINGTON FOR THE YEAR 2009, AND SETTING FORTH IN SUMMARY FORM THE TOTALS OF ESTIMATED BEGINNING FUND BALANCES, REVENUES, AND APPROPRIATIONS FOR EACH SEPARATE FUND, AND ENDING FUND BALANCES FOR ALL SUCH FUNDS COMBINED**

**WHEREAS**, State law requires that the City adopt an annual budget before the end of each calendar year; and

**WHEREAS**, the City Council has held public workshops on October 7, 2008 and October 21, 2008 in preparation of the City's 2009 Budget; and

**WHEREAS**, the City Manager has recommended a budget as provided by law; and

**WHEREAS**, the City Council held, on November 5, 2008 and November 18, 2008, public hearings on the City Manager's 2009 Recommended Budget, also as required by law;

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF SNOHOMISH, WASHINGTON DO ORDAIN AS FOLLOWS:**

Section 1. In accordance with the provisions of RCW 35.33.075, the budget of the City of Snohomish for 2009, in aggregate amount of \$40,205,952, is hereby adopted.

Section 2. The totals of budgeted revenues and appropriations for each separate fund are set forth in summary form as follows:

<b>Fund Number</b>	<b>Fund Name</b>	<b>Estimated Beginning Fund Balance</b>	<b>Estimated Revenues</b>	<b>Expenditure Appropriations</b>	<b>Projected Ending Fund Balance</b>
001	General Fund	\$639,407	\$8,267,089	\$8,634,624	\$271,872
102	Street Fund	140,482	705,000	843,949	1,533
104	Park Impact Fee	180,410	50,800	0	231,210
106	Employee Optional Payout	57,820	1,500	0	59,320
107	Visitor Promotion Fund	16,551	10,400	11,150	15,801
108	Parking & Business Improve. Area	78,753	24,500	23,000	80,253
110	Real Property Reserve	257,704	500	0	258,204
113	Police Operational Reserve	39,516	1,000	1,500	39,016
117	Real Estate Excise Tax	35,312	220,800	0	256,112
118	Municipal Capital Projects Reserve	29,102	250	0	29,352
<b>Fund Number</b>	<b>Fund Name</b>	<b>Estimated Beginning Fund Balance</b>	<b>Estimated Revenues</b>	<b>Expenditure Appropriations</b>	<b>Projected Ending Fund Balance</b>
125	Street Impact Reserve Fund	253,039	100,500	250,000	103,539

**City of Snohomish  
2009 Budget**

174	Harbor Improvement	2,758	75	0	2,833
205	Debt Service Fund	32,080	137,278	136,958	32,400
206	LID Guarantee	9,268	0	9,268	0
303	Rivertrail Construction	82,958	1,000	0	83,958
310	Municipal Capital Projects	233,112	1,268,000	1,350,000	151,112
311	Street Improvement Fund	238,258	370,000	600,000	8,258
401	Water Operation	136,594	1,887,500	1,781,818	242,276
402	Sewer Operation	688,606	3,015,000	2,280,296	1,423,310
403	Solid Wastewater	12,330	1,747,400	1,743,612	16,118
404	Storm Water Operation	315,654	712,500	660,166	367,988
432	Utility Capital Projects	368,536	8,847,370	9,207,270	8,636
433	Trunkline	136,061	1,767,000	609,817	1,293,244
451	Utility Bond Reserve	1,007,869	25,000	25,000	1,007,869
452	Utility Rate Reserve	187,870	25,000	0	212,870
471	Utility Connection Fee Reserve	1,157,190	608,300	0	1,765,490
472	Utility Equip Replacement Reserve	769,090	88,520	250,000	607,610
473	Utility System Replacement	681,360	456,400	268,421	869,339
474	Bio-Solids Reserve	80,036	0	0	80,036
501	City Shop	5,909	455,095	459,067	1,937
502	Information Services	111,311	448,100	510,711	48,700
503	Self-Insurance Fund	47,124	1,800	35,000	13,924
505	Equipment Replacement	603,891	181,596	315,000	470,487
602	Miller Library Trust	5,645	100	0	5,745
603	Senior Center Reserve Fund	658	15	0	673
604	Carnegie Restoration Fund	75,178	12,250	0	87,428
605	Gateway Fund	857	15	0	872
621	Urban Growth Area Expansion Trust	0	50,000	50,000	0
		<b>\$8,718,299</b>	<b>\$31,487,653</b>	<b>\$30,056,627</b>	<b>\$10,149,325</b>

Section 3. The City Clerk is directed to transmit a certified copy of the budget, hereby adopted, to the Office of the Auditor of the State of Washington, Division of Municipal Corporation, and to the Association of Washington Cities.

Section 4. This ordinance shall take effect and be in force January 1, 2009.

**ADOPTED** by the City Council and **APPROVED** by the Mayor this 18<sup>th</sup> day of November, 2008.

CITY OF SNOHOMISH

By \_\_\_\_\_  
E. Lynn Schilaty, Mayor Pro-tem

ATTEST:

APPROVED AS TO FORM:

By \_\_\_\_\_  
Torchie Corey, City Clerk

By \_\_\_\_\_  
Grant Weed, City Attorney

Date of Publication: \_\_\_\_\_

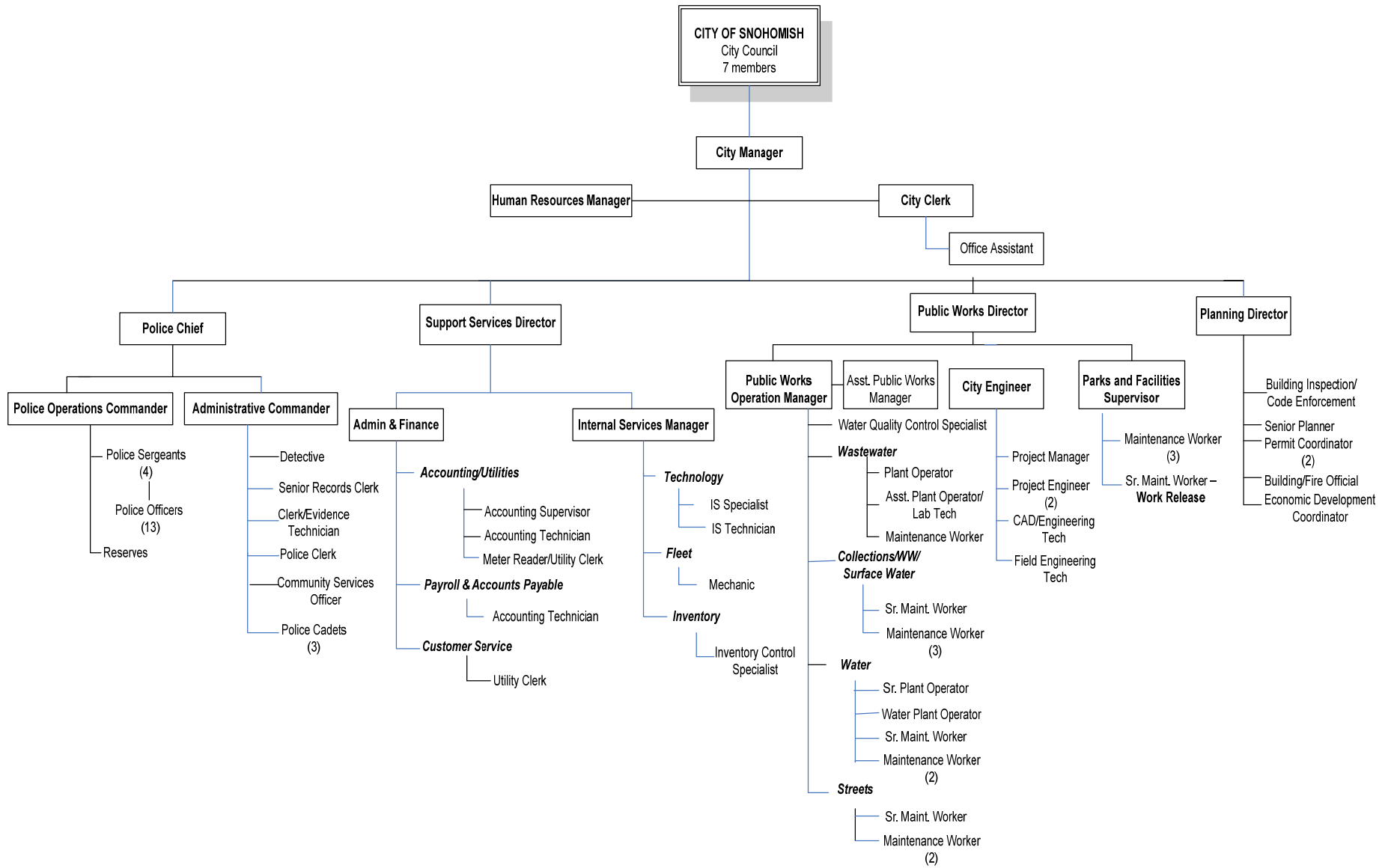
Effective Date: \_\_\_\_\_

***PART 2***

***2009 OPERATING***

***BUDGET***

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# CITY COUNCIL

**Overview:** The City Council serves as the Legislative branch of city government. The Council consists of seven members elected to four-year terms. Elections are staggered every two years, with the Mayor being elected by the Council. The City of Snohomish is a code city, organized under a Council-Manager form of government.

Position	2005	2006	2007	2008	2009	Change
City Council Members	7.0	7.0	7.0	7.0	7.0	0
<b>Total</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>	<b>0</b>

**Budget History**

Div	2005	2006	2007	2008	2009	Change
Council	123,655	179,614	195,968	255,278	255,548	270

The City Council adopts ordinances and resolutions; sets the policies and directions of the City; authorizes the annual budget; appoints the members of the various boards and commissions; and represents the City on state and regional issues.

The Snohomish City Council annually adopts a goals list, which for the coming year represents the consensus goals for 2009 that the City Council believes to be the critical needs and issues facing the community. This Goal List has been developed to support the recommendations by the Community Advisory Committee for the City’s Strategic Plan – “Imagine Snohomish: Promoting Vitality and Preserving Character”. This is a list of annual goals and budget priorities and included in the 2009 Budget within the City Manager’s Budget Message.

**City of Snohomish  
City Council Values Statement  
August 26, 2008**

The Snohomish City Council values the following ideals for its own operations and for the City of Snohomish as a local government institution:

**Respect:**

The City Council believes that honesty, integrity, cooperation and civility are essential in maintaining respect for citizens and for the members of the City Council.

**Community:**

The City Council honors its role in serving the community through a commitment to diversity, volunteerism and compassion.

**Responsible Stewardship:**

The City Council embraces its responsibility for stewardship through respect for the natural environment, maintenance of an intact and small-town identity and growth that supports our historic character. It also believes that financial accountability and geographically balanced support and respect for all areas of the community are essential to creating a positive environment for families through City programs and facilities.

**Excellence in Leadership:**

The City Council endeavors to excel in leadership through accountability, effectiveness and efficiency, honesty and veracity, and fairness and equity. In working for the greater good of the community, it values listening before making decisions, responding to and respecting diverse opinions and being constantly aware of changes in the community that may require the City's attention.

**Regional Perspective:**

The City Council advocates within the region for the interests of our community through collaboration with all viable partners that can assist us in supporting the community's needs.

**Respect for the Decision-Making Process:**

The City Council seeks in its operations as a local government legislative body to work in a spirit of cooperation and toleration of diverse opinions to make the best possible decisions on behalf of the community.

**CITY OF SNOHOMISH**  
**2009 Budget**

**FUND: 001 General**  
**DEPT: 010 City Council**

Acct: 511.60		Legislative		
Object Code and Purpose	2008 Budget	2008 Year Est	2009 Budget	Overview of Strategic Planning Goals
10 Salaries And Wages.....	40,800	40,800	40,800	
11 Regular Pay	40,800	40,800	40,800	
12 Overtime Pay	-	-	-	
<b>Cost Summary of Significant Changes</b>				
20 Personnel Benefits.....	3,178	3,191	3,448	
21 Social Security	3,121	3,121	3,122	
22 Retirement	-	-	-	
23 Health Insurance	-	-	-	
24 Disability Insurance	57	70	326	
26 Uniforms	-	-	-	
<b>Details and Notes</b>				
30 Supplies.....	1,000	750	1,000	41 Professional Services
31 Operating Supplies	1,000	750	1,000	Legal Services 200,000
32 Vehicle Fuel	-	-	-	200,000
33 Supplies for Resale	-	-	-	42 Communications
35 Minor Equipment	-	-	-	10 Postage 1,800
39 Other Supplies	-	-	-	1,800
40 Services.....	210,300	213,400	210,300	43 Travel and Sub.
* 41 Professional Services	200,000	200,500	200,000	00 Travel and Sub. 3,500
* 42 Communications	1,800	1,900	1,800	3,500
43 Travel and Subsistence	3,500	3,500	3,500	
44 Advertising	-	-	-	
45 Equipment Rental	-	-	-	
46 Insurance	-	-	-	49 Other Services
47 Utility Services	-	-	-	10 Miscellaneous 2,000
48 Repair and Maintenance	-	-	-	20 Education/Training 3,000
* 49 Other Services	5,000	7,500	5,000	5,000
50 Intergovtmfl Services.....	-	-	-	
60 Capital Outlays.....	-	-	-	
70/80 Debt Payments.....	-	-	-	
90 Interfund Transfers.....	-	-	-	
<b>TOTAL Legislative:</b>	<b>255,278</b>	<b>258,141</b>	<b>255,548</b>	

# CITY MANAGER

**Overview:** The City Manager is the Chief Executive Officer of the City, and is responsible for achieving the policies, goals and priorities established by the City Council. The City Manager manages the resources of the City, which are both human and capital.

Position	2005	2006	2007	2008	2009	Change
City Manager	1.0	1.0	1.0	1.0	1.0	0.0
Human Resource Manager	1.0	1.0	1.0	1.0	1.0	0.0
City Clerk	1.0	1.0	1.0	1.0	1.0	0.0
Clerk-Typist	1.0	1.0	1.0	1.0	1.0	0.0
<b>Total</b>	<b>4.0</b>	<b>4.0</b>	<b>4.0</b>	<b>4.0</b>	<b>4.0</b>	<b>0.0</b>

The Manager collaborates with the many interests of the community and communicates Council policies, programs and priorities to the public. The major functions of the office include: providing support to the City Council, assisting with policy level decisions, risk management, managing response to litigation, providing organizational leadership and implementing human resources, economic development, partnering with community organizations, facilitating responses to citizen concerns and managing the City Budget as a means to meet City goals and desired outcomes. Contained within the City Manager's department are the offices for City Clerk and Human Resources, which assist in meeting the goals and operational objectives of the department and the City organization as a whole.

**Budget History**

Div.	2005	2006	2007	2008	2009	Change
Exc.	176,996	184,744	181,610	215,229	192,961	(22,268)
Risk Mgmt	146,500	162,165	142,600	129,675	158,780	29,105
Human Res.	109,321	126,068	157,185	229,769	171,032	(58,737)
City Clerk	188,165	192,054	192,835	199,591	203,570	3,979
Non-Dept	82,600	101,050	102,573	200,786	85,726	(115,060)
Transfers	437,888	418,137	609,262	1,528,233	80,233	(1,448,000)
<b>Totals</b>	<b>1,141,470</b>	<b>1,184,218</b>	<b>1,386,065</b>	<b>2,503,283</b>	<b>892,302</b>	<b>(1,610,981)</b>

Council policy objectives, developing the organization's human resources, economic development, partnering with community organizations, facilitating responses to citizen concerns and managing the City Budget as a means to meet City goals and desired outcomes. Contained within the City Manager's department are the offices for City Clerk and Human Resources, which assist in meeting the goals and operational objectives of the department and the City organization as a whole.

**2009 Goals:**

The following goals will be a focus for the City Manager in 2009. These key areas represent an overview of goals to which the City Manager's Office will devote the majority of its time and energy.

- ◆ **Implementation of the City Council's 2009 Goals and the Strategic Plan:** The City's Strategic Plan (Imagine Snohomish: Promoting Vitality and Preserving Character) is incorporated within the 2009 Budget. Reports on the performance measurements and accomplishments of action strategies are scheduled twice each year. The City Council Goals and the Strategic Plan action strategies provide the most specific elements of the work plan administered by the City Manager's Office.
- ◆ **Oversight of Major Council Projects:** The City Manager oversees the allocation of staff resources. High priority and/or complex Council goals and projects receive more direct attention.
- ◆ **Organizational Development:** A significant amount of the City Manager's time should be spent on the continuing development of the City organization, its operational strategy and its human resources. The focus in 2009 will include the continued and ongoing implementation of strategic plans for the City's current five-year period for the Strategic Plan. The City organization will also continue to pursue service improvement through best-management practices, procedure reviews and daily staff operations.
- ◆ **Fostering Public Participation:** The City has invested time, talent, and resources to the problem of engaging public involvement with the issues and challenges of local government. The City Manager is actively engaged in nurturing tools such as the web page, government access Channel 21,

**CITY OF SNOHOMISH**  
**2009 Budget**

community meetings, use of special committees, surveying citizen opinions and satisfaction levels, using volunteer talent and making direct outreach to community organizations.

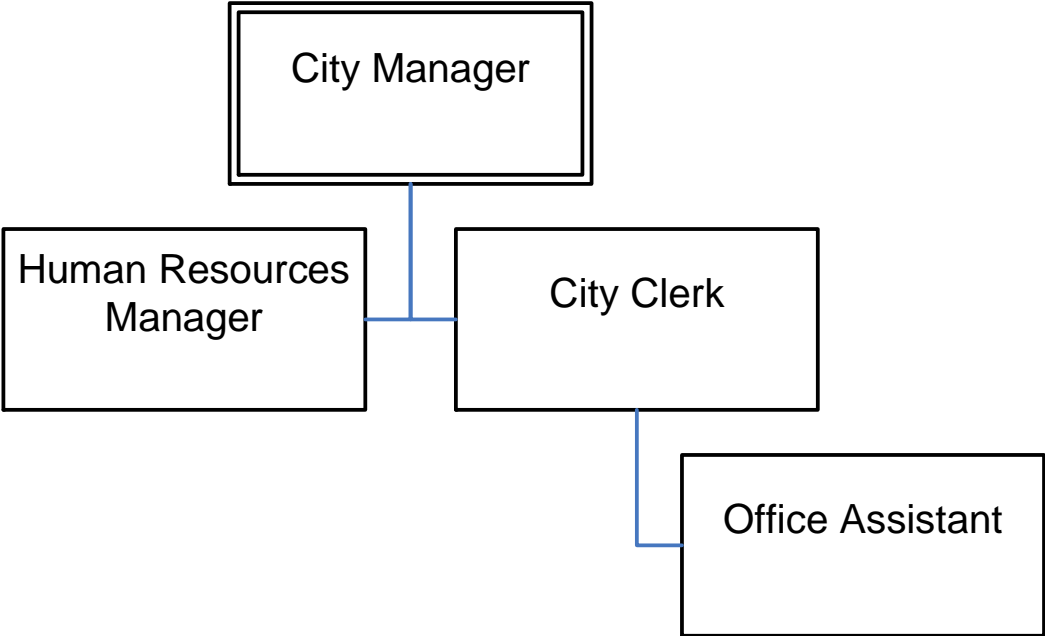
- ◆ **Economic Development:** The City Council has adopted an Economic Development Plan that guides the efforts of its Economic Development Committee. Development of jobs and commercial retail are two major goals of this plan and the work of the EDC. Equally important is continued support of business development and growth in the City's other key commercial areas, including those along Avenue D and in the Historic District. The City Manager's Office and other staff will engage the EDC—as well as the wider business community and development partners—in the continuing challenge of achieving meaningful results in 2009. An Economic Development Manager position was added in 2007 to support these efforts.
- ◆ **Growth of the City's Urban Growth Area:** In 2005, the City first began the process of analyzing a proposed expansion of the City's Urban Growth Area near U.S. 2 and State Route 9. A mediated negotiation with the City of Lake Stevens and Snohomish County regarding this potential growth area is expected to continue through 2008 and into 2009.
- ◆ **Improving Intergovernmental Relationships:** Completing key goals for the City Council and the organization often requires partnerships and collaborations with other levels of government, key agencies, and community and business organizations. The City Manager will devote time to improving these relationships at all levels of government and building partnerships to improve organizational success.
- ◆ **Human Resources:** Continue to implement, within the resources permitted in the 2009 City's Budget, the classification and compensation plan that supports improved recruitment and retention of high quality staff in all areas of the organization. Continued training and development of staff are expected to focus on maximizing the effectiveness of staff and improving operational safety.
- ◆ **Emergency Preparedness:** The effects of flooding and other potential disasters require effective cooperation between all levels of government and the community in both preparing for, responding to and recovering from the effects of such emergencies. The City's Comprehensive Emergency Management Plan requires continual and ongoing testing and training to be effective as a tool for response. The City Manager, in conjunction with staff, outside organizations and community members will work to enhance the testing of these plans and seek improvements as needed to ensure maximum preparedness within given resources.
- ◆ **Administrative and Agenda Support:** Continue to produce professional quality meeting agendas for Council, Boards and Commissions. Provide efficient administrative support to Council, City staff and citizen groups.

**SERVICE STANDARDS**

<b>Service</b>	<b>Level</b>
<b>Strategic Plan Implementation</b>	Performance measurements for each action strategy in the plan are established and will be reported to the City Council and community on a bi-annual basis.
<b>Management Leadership</b>	Weekly management team meetings to problem solve. Focus on developing teamwork and improving organizational leadership.
<b>Fiscal Oversight</b>	Monitor City departments and provide advice and correction as needed. Provide quarterly budget reports to the City Council.
<b>Organizational Development</b>	Hold Council and staff retreats to increase clarity of purpose and direction. Increase understanding and commitment to major priorities.
<b>Economic Development</b>	Work with the Economic Development Committee, business owners, property owners, citizens, and developers to increase commercial development and retain existing businesses. Support programs and projects that increase City revenues and create living-wage jobs.
<b>Enforcement of Laws and Ordinances</b>	Coordinate with Clerk and City Attorney to purge and/or update sections of the Snohomish Municipal Code.
<b>Oversight of Franchises, Agreements and Contracts</b>	Lead negotiations and review in cooperation with the City Attorney.
<b>Intergovernmental Relations</b>	Represent the City at regional forums and advise Council of major policy issues with a regional focus.
<b>Council Reports, Advice and Support</b>	Issue timely, quality analysis and recommendations for City Council agenda staff reports to support decision-making.
<b>Community Relations</b>	Provide public information on issues using a variety of venues, including CATV and webpage. Make personal contacts with business and service groups to inform on City priorities.
<b>Personnel Management</b>	Oversee the Human Resources function and ensure high quality results for recruitment, training and retention.
<b>Budget Preparation</b>	Ensure a good process and a quality budget document.
<b>Grantsmanship</b>	Target at least 50% or greater grant participation for City projects. Build on initiative successes.
<b>Administration</b>	Establish calendars, schedule meetings and otherwise provide Council and staff support. Arrange Council agenda content, publication, bid advertisement and openings, and official notifications. Provide County Auditor liaison, special event

**CITY OF SNOHOMISH  
2009 Budget**

<b>Service</b>	<b>Level</b>
	permit processing, City Council and meeting minute preparation for boards and commissions as needed.
<b>Council Goals and Special Projects</b>	Assign City personnel to complete City Council goals and special projects.
<b>Customer Service</b>	Continuous evaluation of internal processes, training needs and office culture to ensure service excellence.
<b>Risk Management</b>	Provide oversight of a risk management effort which ensures proper reduction or transfer of liability risks.
<b>Code Enforcement</b>	Provide oversight of the process to respond to and track complaints as well as gain compliance for code enforcement.



**CITY OF SNOHOMISH  
2009 Budget**

**FUND: 001 General  
DEPT: 020 City Manager's Office**

Acct: 513 10		Executive Administration		
Object Code and Purpose	2008 Budget	2008 Year Est	2009 Budget	Overview of Strategic Planning Goals
10 Salaries And Wages.....	<b>126,484</b>	<b>130,147</b>	<b>134,872</b>	
11 Regular Pay	126,484	130,147	134,872	
12 Overtime Pay	-	-	-	
				<b>Cost Summary of Significant Changes</b>
20 Personnel Benefits.....	<b>34,288</b>	<b>33,529</b>	<b>37,379</b>	<i>Decreases</i>
21 Social Security	7,879	8,089	8,406	\$33,944 Professional Services
22 Retirement	9,132	8,790	10,842	
23 Health Insurance	17,027	15,575	16,967	
24 Disability Insurance	250	1,075	1,164	
26 Uniforms	-	-	-	
				<b>Details and Notes</b>
30 Supplies.....	<b>400</b>	<b>728</b>	<b>580</b>	<i>41 Professional Services</i>
31 Operating Supplies	400	280	280	10 Facilities Study
32 Vehicle Fuel	-	-	-	10 Legislative Representation
33 Supplies for Resale	-	-	-	10 Undecided
35 Minor Equipment	-	448	300	
39 Other Supplies	-	-	-	
				<i>42 Communications</i>
40 Services.....	<b>52,000</b>	<b>41,799</b>	<b>17,200</b>	10 Postage
* 41 Professional Services	44,000	35,056	10,056	20 Telephone
* 42 Communications	2,700	1,800	2,416	
43 Travel and Subsistence	1,000	1,000	406	
44 Advertising	1,000	-	300	
45 Equipment Rental	-	-	-	
46 Insurance	-	-	-	
47 Utility Services	-	-	-	
48 Repair and Maintenance	-	-	-	
* 49 Other Services	3,300	3,943	4,022	
				<i>49 Other Services</i>
50 Intergovtmntl Services.....	-	-	-	10 Dues/Subscriptions
				20 Education/Training
				30 Miscellaneous
*60 Capital Outlays.....	-	-	-	
70/80 Debt Payments.....	-	-	-	
*90 Interfund Transfers.....	<b>2,057</b>	<b>2,057</b>	<b>2,930</b>	
TOTAL Executive Administration:	<b>215,229</b>	<b>208,260</b>	<b>192,961</b>	<i>90 Interfund Transfers</i>
				99 00 Eq. Replmt (502) 512
				91 15 Infor. Services (502) 2,418
				2,930

**FUND: 001 General**  
**DEPT: 020 City Manager's Office**

Acct: 518 10		Human Resources		
Object Code and Purpose	2008 Budget	2008 Year Est	2009 Budget	Overview of Strategic Planning Goals
10 Salaries And Wages.....	77,669	75,859	77,982	
11 Regular Pay	77,669	75,859	77,982	
12 Overtime Pay	-	-	-	
<b>Cost Summary of Significant Changes</b>				
20 Personnel Benefits.....	28,179	27,340	29,941	<i>Decreases</i>
21 Social Security	5,942	5,803	5,966	\$38,000 Professional Services
22 Retirement	5,608	5,477	6,480	\$8,712 Interfund Transfers
23 Health Insurance	16,379	15,210	16,569	
24 Disability Insurance	250	850	926	
<b>Details and Notes</b>				
30 Supplies.....	750	750	650	<i>41 Professional Services</i>
31 Operating Supplies	500	500	400	10 Human Resources 22,000
35 Minor Equipment	250	250	250	20 Civil Service 6,000
				28,000
40 Services.....	112,000	112,324	60,000	<i>42 Communications</i>
* 41 Professional Services	66,000	66,000	28,000	10 Postage 1,000
* 42 Communications	3,250	3,574	1,500	20 Telephone 500
43 Travel and Subsistence	500	500	300	1,500
44 Advertising	35,000	35,000	25,000	
48 Repair and Maintenance	-	-	-	<i>49 Other Services</i>
* 49 Other Services	7,250	7,250	5,200	00 Miscellaneous 500
				10 Dues/Subscriptions 200
				20 Education/Training 4,000
				30 Miscellaneous 500
				5,200
50 Intergovtmtl Services.....	-	-	-	<i>90 Interfund Transfers</i>
*60 Capital Outlays.....	-	-	-	91 15 Infor. Services (502) 1,957
70/80 Debt Payments.....	-	-	-	99 00 Eq. Replmt (502) 502
				2,459
*90 Interfund Transfers.....	11,171	11,171	2,459	
<b>TOTAL Human Resources</b>	<b>229,769</b>	<b>227,444</b>	<b>171,032</b>	

**CITY OF SNOHOMISH**  
**2009 Budget**

**FUND: 001 General**  
**DEPT: 020 City Manager's Office**

Acct: 514 70		Risk Management		
Object Code and Purpose	2008 Budget	2008 Year Est	2009 Budget	Overview of Strategic Planning Goals
10 Salaries And Wages.....	-	-	-	
11 Regular Pay	-	-	-	
12 Overtime Pay	-	-	-	
<b>Cost Summary of Significant Changes</b>				
20 Personnel Benefits.....	-	-	-	<i>Increases</i>
21 Social Security	-	-	-	\$29,105 Insurance (WCIA premiums increase)
22 Retirement	-	-	-	
23 Health Insurance	-	-	-	
24 Disability Insurance	-	-	-	
26 Uniforms	-	-	-	
<b>Details and Notes</b>				
Details and Notes				
30 Supplies.....	-	-	-	<i>41 Professional Services</i>
31 Operating Supplies	-	-	-	10 Legal Services -
32 Vehicle Fuel	-	-	-	20 Claims Services -
33 Supplies for Resale	-	-	-	-
35 Minor Equipment	-	-	-	
39 Other Supplies	-	-	-	<i>46 Insurance</i>
40 Services.....	<b>129,675</b>	<b>128,415</b>	<b>158,780</b>	10 WCIA Premiums 156,180
* 41 Professional Services	-	840	-	20 Property/Notary Ins. 2,600
42 Communications	-	-	-	
43 Travel and Subsistence	-	-	-	
44 Advertising	-	-	-	
45 Equipment Rental	-	-	-	
* 46 Insurance	129,675	127,575	158,780	
47 Utility Services	-	-	-	
48 Repair and Maintenance	-	-	-	
49 Other Services	-	-	-	
50 Intergovtmntl Services.....	-	-	-	
60 Capital Outlays.....	-	-	-	
70/80 Debt Payments.....	-	-	-	
90 Interfund Transfers.....	-	-	-	
<b>TOTAL Risk Management</b>	<b>129,675</b>	<b>128,415</b>	<b>158,780</b>	

**FUND: 001 General**  
**DEPT: 020 City Manager**

Acct: 514 30		City Clerk		
Object Code and Purpose	2008 Budget	2008 Year Est	2009 Budget	Overview of Strategic Planning Goals
10 Salaries And Wages.....	114,340	115,860	118,790	
11 Regular Pay	114,340	114,960	117,890	
12 Overtime Pay		900	900	
<b>Cost Summary of Significant Changes</b>				
20 Personnel Benefits.....	39,738	38,946	43,090	<i>Increases</i>
21 Social Security	8,747	8,863	9,087	\$7,802 Salaries and Benefits
22 Retirement	8,255	8,196	10,250	
23 Health Insurance	22,236	20,374	22,078	
24 Disability Insurance	500	1,513	1,675	
26 Uniforms	-	-	-	
<b>Details and Notes</b>				
30 Supplies.....	4,400	4,400	4,000	<i>41 Professional Services</i>
31 Operating Supplies	3,000	3,000	2,000	00 Other Professional Ser. 3,000
32 Vehicle Fuel	-	-	-	00 Archive/Shredding Srvs -
33 Supplies for Resale	-	-	-	3,000
35 Minor Equipment	1,400	1,400	2,000	<i>42 Communications</i>
39 Other Supplies	-	-	-	00 Communication 700
40 Services.....	30,675	30,463	29,350	10 Postage 2,500
* 41 Professional Services	5,000	5,000	3,000	20 Telephone 750
* 42 Communications	3,475	3,763	3,950	3,950
43 Travel and Subsistence	1,200	1,200	1,500	<i>49 Other Services</i>
44 Advertising	18,000	18,000	18,000	10 Dues & Subscriptions 1,000
45 Equipment Rental	-	-	-	20 Education & Training 1,200
46 Insurance	-	-	-	30 Miscellaneous 500
47 Utility Services	-	-	-	40 Recording Fees 200
48 Repair and Maintenance	200	200	-	2,900
* 49 Other Services	2,800	2,300	2,900	<i>90 Interfund Transfers</i>
50 Intergovtmntl Services.....	-	-	-	91 15 Infor. Services (502) 6,735
*60 Capital Outlays.....	-	-	-	99 00 Eq. Replmt (502) 1,605
70/80 Debt Payments.....	-	-	-	8,340
*90 Interfund Transfers.....	10,438	10,438	8,340	
<b>TOTAL City Clerk</b>	<b>199,591</b>	<b>200,107</b>	<b>203,570</b>	

**CITY OF SNOHOMISH**  
**2009 Budget**

**FUND: 001 General**  
**DEPT: 180 Non-Departmental**

Acct: 519 90		Non-Departmental		
Object Code and Purpose	2008 Budget	2008 Year Est	2009 Budget	Overview of Strategic Planning Goals
10 Salaries And Wages.....	-	-	-	
11 Regular Pay	-	-	-	
12 Overtime Pay	-	-	-	
<b>Cost Summary of Significant Changes</b>				
20 Personnel Benefits.....	<b>40,000</b>	<b>37,000</b>	<b>29,325</b>	<i>Decreases</i>
21 Social Security	-	-	-	\$1,495,005 decrease in transfer to Street etc.
22 Retirement	-	-	-	
* 23 Health Insurance	40,000	37,000	29,325	
24 Disability Insurance	-	-	-	
26 Uniforms	-	-	-	
<b>Details and Notes</b>				
<i>Details and Notes</i>				
<i>Other Detailed Costs</i>				
30 Supplies.....	<b>108,500</b>	<b>4,000</b>	<b>3,750</b>	Medical - LEOFF I Retirees 29,325
* 31 Operating Supplies	108,000	3,000	3,000	Reallocated Copier 3,000
32 Vehicle Fuel	-	-	-	Base Phone CH 6,000
33 Supplies for Resale	-	-	-	Food Bank W/S/G 750
35 Minor Equipment	-	-	-	
39 Other Supplies	500	1,000	750	
<i>50 Intergovernmental Services</i>				
40 Services.....	<b>7,250</b>	<b>8,800</b>	<b>6,750</b>	Puget Sound Air Quality 4,558
41 Professional Services	-	-	-	Alcohol Rehabilitation 2,200
* 42 Communications	6,500	6,000	6,000	Economic Development 4,000
43 Travel and Subsistence	-	-	-	Dues - OMWBE 100
45 Operating Rentals	-	-	-	AWC 5,674
45 Equipment Rental	-	-	-	Voter Regist./Election 12,000
46 Insurance	-	-	-	Sno. County Tomorrow 2,320
* 47 Utility Services	750	1,300	750	Snohomish Senior Center 12,000
48 Repair and Maintenance	-	-	-	Puget Sound Reg. Council 3,049
49 Other Services	-	1,500	-	<hr/> 45,901
<i>90 Interfund Transfers</i>				
*50 Intergovtmntl Services.....	<b>45,036</b>	<b>46,830</b>	<b>45,901</b>	Street Transfer
60 Capital Outlays.....	-	-	-	Street Imp. Overlays
70/80 Debt Payments.....	-	-	-	4th & Maple Ped Improvement
*90 Interfund Transfers.....	<b>1,575,238</b>	<b>1,295,238</b>	<b>80,233</b>	Senior Cntr Frontage
TOTAL Non-Departmental	<b>1,776,024</b>	<b>1,391,868</b>	<b>165,959</b>	2nd and Maple Signal
				Water Overlay Coordination
				Municipal Projects
				Traffic Calming on Pine
				Debt: 800Mhz/Rivertrial <hr/> 80,233
				80,233

# PLANNING AND DEVELOPMENT SERVICES

**Overview:** The Planning and Development Service Department (PDS) has seven FTE positions. The Department consists of three divisions: Planning, Building, and Economic Development.

Position	2005	2006	2007	2008	2009	Change
Director	0.0	1.0	1.0	1.0	1.0	0.0
Economic Develop Manager	0.0	0.0	1.0	1.0	1.0	0.0
Planning Manager	1.0	0.0	0.0	0.0	0.0	0.0
Senior Planner	0.0	0.0	1.0	1.0	1.0	0.0
Permit Assistant	0.0	0.0	0.0	0.0	0.0	0.0
Building/Fire Official	1.0	1.0	1.0	1.0	1.0	0.0
Permit Coordinator	2.0	2.0	2.0	2.0	2.0	0.0
Assistant Planner	1.0	1.0	0.0	0.0	0.0	0.0
Building Inspector & Enforcement Officer	0.0	0.0	0/0	1.0	1.0	0.0
Cross Connection Control	1.0	1.0	0.0	0.0	0.0	0.0
<b>Total</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>	<b>7.0</b>	<b>7.0</b>	<b>0.0</b>

**Mission:** To deliver superior public services that foster positive change through planned growth, environmental protection, safe buildings and structures, and economic sustainability.

## Planning Division

### **Budget History**

**Land Use Planning:** This service includes the preparation of policies and regulations that guide land use and development. The City's Comprehensive Plan guides decisions relating to topics such as zoning, environmental protection, housing, economic development, and historic preservation. Land use regulations are contained primarily within Title 14 of the Snohomish Municipal Code. Planning duties include coordination with other agencies, preparation of special studies and annexations, staff support to the Planning Commission and City Council, and general departmental administration and oversight.

Div.	2005	2006	2007	2008	2009	Change
Building	211,510	237,683	162,487	260,739	254,222	(6,517)
Economic Dev.	-	26,900	170,959	168,238	161,201	(7,037)
Planning	303,356	420,269	382,466	464,736	482,572	17,836
<b>Total</b>	<b>514,866</b>	<b>684,852</b>	<b>715,912</b>	<b>893,713</b>	<b>897,995</b>	<b>4,282</b>

**Land Use Permitting:** This includes the processing of land use, building, and engineering applications in accordance with State and local regulations. Responsibilities include the coordination of inter-departmental review of development proposals, and staff support to the Design Review Board, and the Hearing Examiner.

## Building Division

**Building and Fire:** This division is responsible for reviewing building permits and inspecting new construction for conformance to the International Building Code. Other services include inspection for fire code violations, abatement of dangerous structures, and enforcement of regulations associated with nuisances, illegal structures and signs, and special events. Regular duties require close coordination with the water and sewer utilities, Fire District No. 4, and the Snohomish County Health District.

## Economic Development Division

**Economic Development:** The overall objective of the economic development division is to ensure economic sustainability through business retention, attraction, and expansion using the strategies outlined within the adopted Strategic Plan. Business retention, attraction, and expansion includes tasks such as coordinating with the Chamber of Commerce, compiling and disseminating market and demographic data, and identification of obstacles to development and business start-up. This Division manages the operation of the Snohomish Visitor Information Center, and provides staff support to the Economic Development Committee, Lodging Tax Advisory Committee, the City Manager, and the City Council.

## **2009 Goals:**

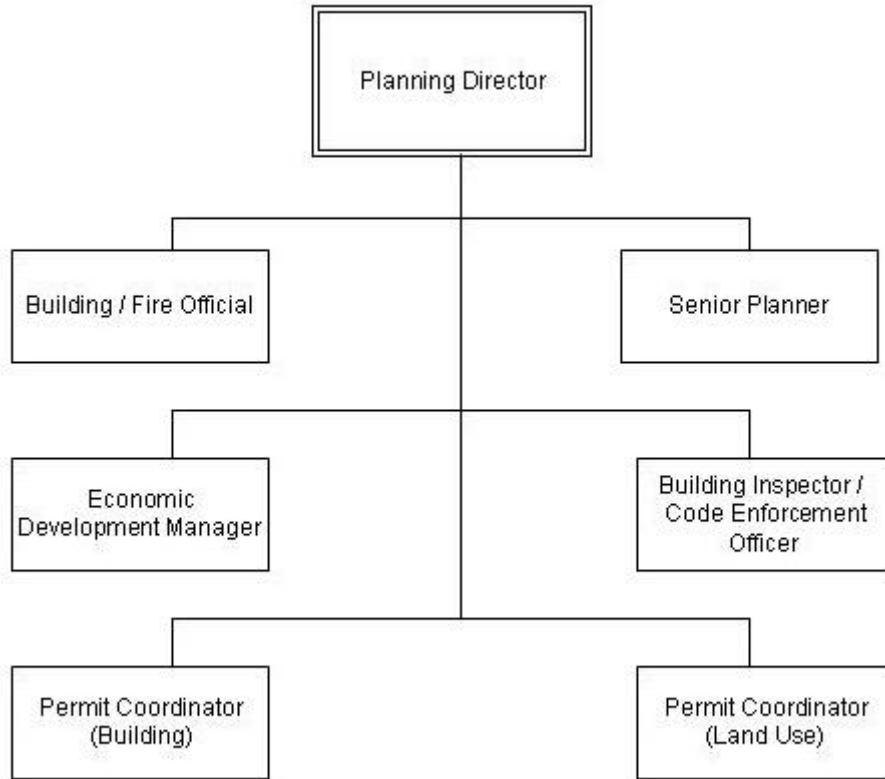
**CITY OF SNOHOMISH**  
**2009 Budget**

- ◆ **Permit Tracking Software:** Coordinate with Support Services in the acquisition and implementation of permit tracking software. Deployment of the permit tracking module is dependent upon schedule for launching new financial software.
- ◆ **Improve Permit Processing:** Continue to improve the effectiveness and efficiency of the permit process. Continue to improve customer service, accuracy and completeness of reviews, and reduce permit turn around times.
- ◆ **UGA Expansion North of US 2:** Continue to participate in the mediation process with the City of Lake Stevens and Snohomish County to establish non-conflicting future UGA boundaries. Follow-up with adjustment of the City's population and employment targets to ensure alignment with the future UGA boundary established through mediation. Continue to monitor and participate in engineering and environmental studies to address technical issues associated with this planned growth.
- ◆ **Southern UGA and Harvey Field:** Continue to monitor work associated with the potential change in flood hazard designation and the Harvey Field Master Plan Update.
- ◆ **Mixed-Use Neighborhood:** Prepare a redevelopment plan for the area surrounding the Sno-Isle Library. The feasibility of transforming this area into a live-work community of mixed-use buildings will be evaluated.
- ◆ **Implement Economic Development Goals of Strategic Plan:** In collaboration with the EDC and other groups, achieve the early-year goals relating to economic development.
- ◆ **Comprehensive Plan Update:** Evaluate potential amendments to the City's Comprehensive Plan. Specific issues to be addressed include: new policies relating to urban design, walkability, active lifestyles, and sustainability.
- ◆ **Land Use Code:** Prepare various code amendments to improve the readability and facilitate the administration of the Land Use Code.
- ◆ **Enforcement:** Transfer management oversight from the City Manager's office to PDS. Establish new record-keeping and enforcement procedures as needed. Enforcement areas include: land use, signs, nuisances, abatement of unsafe structures, junk vehicles and graffiti.
- ◆ **VIC:** Provide visitor services seven days a week.
- ◆ **Snohomish School District:** Continue to assist the School District during the permitting and construction of the High School renovation, and the planning and design of a new aquatics center.

## **SERVICE STANDARDS**

<b>Service</b>	<b>Level</b>
<b>Process Applications</b>	Decision within 120 days of the submittal of a complete application.
<b>Customer Telephone Contacts</b>	Return all telephone calls within one business day.
<b>Public Contact</b>	A staff member will be available to the public during normal working hours.
<b>Land Development Code</b>	Continue to prepare amendments to Title 14 to improve effectiveness and efficiency.
<b>Comprehensive Plan Revision</b>	Annually revise Comprehensive Plan to respond to changing City goals.
<b>Permit Review and Building Inspection</b>	Ensure plans for development and redevelopment are designed and constructed to City standards.
<b>Economic Development</b>	Respond to requests for information within 24 hours. Promote positive change in indicators such as retail sales tax revenue, employment, and median household income.
<b>Code Enforcement</b>	Investigate written complaints within two days. Investigate complaints that involve life safety hazards within 24 hours.
<b>Process Building Permits</b>	Route complete applications within 24 hours. Complete permit review within 10 business days.
<b>Dangerous Building Abatement-Fire Code Enforcement</b>	Abate buildings and/or conditions that pose a danger to life or property. Evaluate City facilities following a natural disaster or other catastrophic event.

Also see PDS's "*Pledge To Excellence*" for additional service standards. This document is available on the City's website: [www.ci.snohomish.wa.us](http://www.ci.snohomish.wa.us)



**FUND: 001 General**  
**DEPT: 100 Planning and Developmental Services**

Acct: 524 20		Building Inspection		
Object Code and Purpose	2008 Budget	2008 Year Est	2009 Budget	Overview of Strategic Planning Goals
10 Salaries And Wages.....	125,500	111,635	143,823	
11 Regular Pay	123,000	110,635	142,323	
12 Overtime Pay	2,500	1,000	1,500	
<b>Cost Summary of Significant Changes</b>				
20 Personnel Benefits.....	47,435	39,052	55,683	<i>Increases</i>
21 Social Security	9,120	8,540	11,002	\$26,571 Salaries & Benefits
22 Retirement	7,000	8,060	11,812	<i>Decreases</i>
23 Health Insurance	26,845	18,846	27,350	\$38,800 Professional Services
24 Disability Insurance	3,470	3,106	4,519	
26 Uniforms	1,000	500	1,000	
<b>Details and Notes</b>				
<i>41 Professional Services</i>				
				10 Abatements 5,000
				20 Plan Review 20,000
				21 Fire Inspection -
				<u>25,000</u>
<i>42 Communications</i>				
				10 Postage -
				20 Telephone 1,200
				<u>1,200</u>
<i>49 Other Services</i>				
				00 Misc. Services 1,500
				10 Dues/Subscriptions 1,600
				20 Education/Training 1,500
				30 Misc. Services -
				<u>4,600</u>
<i>90 Interfund Transfers</i>				
				91 10 Eq. Rental (501) 3,970
				91 15 Info. Services (502) 6,148
				99 00 Eq. Rplcmt (502) 1,400
				99 00 Eq. Rplcmt (505) 1,598
				<u>13,116</u>
50 Intergovtmntl Services.....	-	-	-	
60 Capital Outlays.....	-	-	-	
70/80 Debt Payments.....	-	-	-	
*90 Interfund Transfers.....	6,904	6,904	13,116	
<b>TOTAL Building/Fire Code Enfor.</b>	<b>260,739</b>	<b>196,891</b>	<b>254,222</b>	

**CITY OF SNOHOMISH**  
**2009 Budget**

**FUND: 001 General**  
**DEPT: 100 Planning and Developmental Services**

Acct: 558 90		Economic Development		
Object Code and Purpose	2008 Budget	2008 Year Est	2009 Budget	Overview of Strategic Planning Goals
10 Salaries And Wages.....	80,325	79,712	83,651	
11 Regular Pay	80,325	79,712	83,651	
12 Overtime Pay	-	-	-	
20 Personnel Benefits.....	32,413	24,780	26,500	
21 Social Security	6,145	4,942	6,399	
22 Retirement	6,367	5,755	5,893	
23 Health Insurance	18,770	13,214	13,254	
24 Disability Insurance	1,131	869	954	
26 Uniforms	-	-	-	
30 Supplies.....	1,300	650	1,300	
31 Operating Supplies	300	200	300	
35 Minor Equipment	1,000	450	1,000	
40 Services.....	54,200	13,250	49,750	
41 Professional Services	37,500	4,500	41,000	
* 42 Communication	900	450	450	
43 Travel and Subsistence	3,000	1,500	1,500	
49 Misc Services	12,800	6,800	6,800	
50 Intergovtmntl Services.....	-	-	-	
60 Capital Outlays.....	-	-	-	
70/80 Debt Payments.....	-	-	-	
*90 Interfund Transfers.....	-	-	-	
<b>TOTAL Building/Fire Code Enfor.</b>	<b>168,238</b>	<b>118,392</b>	<b>161,201</b>	
				<b>Cost Summary of Significant Changes</b>
				<b>Details and Notes</b>
				<i>41 Professional Services</i>
				10 Environmental Consultant 20,000
				10 Planning Consultant 21,000
				<hr/> 41,000
				<i>42 Communications</i>
				10 Postage -
				20 Communication 450
				<hr/> 450
				<i>49 Other Services</i>
				00 Misc. Services 500
				10 Dues/Subscriptions 1,800
				20 Education and Training 1,500
				30 Special Event Support 3,000
				<hr/> 6,800

**FUND: 001 General**  
**DEPT: 100 Planning and Developmental Services**

<b>Acct: 558 10</b>		<b>Planning and Permitting</b>		
Object Code and Purpose	2008 Budget	2008 Year Est	2009 Budget	<b>Overview of Strategic Planning Goals</b>
10 Salaries And Wages.....	<b>279,220</b>	<b>261,169</b>	<b>275,632</b>	Maintain and enhance the City's special character and identity.
11 Regular Pay	279,020	261,169	275,432	
12 Overtime Pay	200	-	200	
				<b>Cost Summary of Significant Changes</b>
20 Personnel Benefits.....	<b>89,775</b>	<b>97,728</b>	<b>108,987</b>	<i>Increases</i>
21 Social Security	21,055	19,869	21,086	\$15,624 Salaries & Benefits
22 Retirement	12,735	18,752	20,615	\$20,000 Planning Consultant
23 Health Insurance	52,925	56,000	63,758	
24 Disability Insurance	3,060	3,107	3,528	
26 Uniforms	-	-	-	
				<b>Details and Notes</b>
30 Supplies.....	<b>4,500</b>	<b>4,300</b>	<b>4,200</b>	<i>41 Professional Services</i>
31 Operating Supplies	3,500	3,300	3,200	10 Environmental Consultant 20,000
32 Vehicle Fuel	-	-	-	10 Planning Consultant 40,000
33 Supplies for Resale	-	-	-	10 Clerical Services 500
35 Minor Equipment	1,000	1,000	1,000	30 Hearing Examiner 5,000
39 Other Supplies	-	-	-	65,500
				<i>42 Communications</i>
40 Services.....	<b>69,700</b>	<b>60,323</b>	<b>79,100</b>	10 Postage 2,600
* 41 Professional Services	57,500	47,300	65,500	20 Telephone 2,000
* 42 Communications	3,800	4,800	4,600	4,600
43 Travel and Subsistence	2,000	1,400	1,800	<i>49 Other Services</i>
44 Advertising	1,600	1,400	1,400	10 Dues and Subscriptions 2,200
45 Equipment Rental	-	-	-	20 Education/Training 1,300
46 Insurance	-	-	-	30 Misc. Services 2,000
47 Utility Services	-	-	-	40 Recording Fees 300
48 Repair and Maintenance	-	-	-	5,800
* 49 Other Services	4,800	5,423	5,800	<i>90 Interfund Payments</i>
50 Intergovtmntl Services.....	-	-	-	91 15 Info. Srvs. (502) 11,801
*60 Capital Outlays.....	-	-	-	99 00 Equip Replacement (502) 2,852
70/80 Debt Payments.....	-	-	-	14,653
*90 Interfund Transfers.....	<b>21,541</b>	<b>21,541</b>	<b>14,653</b>	
<b>TOTAL Planning/Permitting</b>	<b>464,736</b>	<b>445,061</b>	<b>482,572</b>	

# SUPPORT SERVICES DEPARTMENT

## Overview:

The Support Services Department is comprised of the Finance Division and the Internal Services Division. The Finance Division is currently staffed by six FTE. The Internal Services Division also has five FTE. Generally speaking, the Finance Division is responsible for the financial management of the City including payroll, investment, debt management, and utility billing. The Internal Services Department is comprised of the City Shop and Information Services and is responsible for vehicle maintenance, inventory control, technology products, and database management.

## 2009 Goals:

### OVERALL GOALS

- ◆ **Web Development:** Develop, with our application software vendor and in-house, an integrated online system for City forms.
- ◆ **Integrated Financial System-New:** Transition from HMS to Springbrook integrated financial system software.
- ◆ **Staff Training:** Establish and review a training schedule and career path for each FTE employee, annually. Ensure all employees have, and retain, required certificates and licenses.

Position	2005	2006	2007	2008	2009	Change
Support Services Dir (City Treasurer).	1.0	1.0	1.0	1.0	1.0	0.0
Internal Services Mgr.	1.0	1.0	1.0	1.0	1.0	0.0
Accounting Supervisor	0.0	0.0	1.0	1.0	0.0	(1.0)
Accountant	0.0	0.0	0.0	1.0	1.0	0.0
Accounting Clerks	2.0	2.0	2.0	2.0	3.0	1.0
Utility Clerk / MR	2.0	2.0	2.0	1.0	1.0	0.0
Lead/ Sr./ Mechanic	2.0	2.0	2.0	2.0	2.0	0.0
Info. Services Tech.	2.0	2.0	2.0	2.0	2.0	0.0
<b>Total</b>	<b>10.0</b>	<b>10.0</b>	<b>11.0</b>	<b>11.0</b>	<b>11.0</b>	<b>0</b>

### Budget History

Div.	2005	2006	2007	2008	2009	Change
Finance	369,868	396,446	490,967	520,937	518,054	(2,883)
City Shop	285,628	324,003	384,814	411,923	459,067	47,144
Inf.Service	339,231	366,629	455,535	524,259	510,711	(13,548)
<b>Totals</b>	<b>994,727</b>	<b>1,087,078</b>	<b>1,331,316</b>	<b>1,457,119</b>	<b>1,487,832</b>	<b>30,713</b>

### FINANCE

- ◆ **Analysis and Revision** of chart of accounts to comply with BARS reporting requirements.
- ◆ **Review and Revision** of work flow to insure proper internal controls to safeguard City assets.
- ◆ **Financial Reporting** and departmental management support on a timely basis.
- ◆ **Staff training:** Cross training staff to ensure capable backup and support.

### INTERNAL SERVICES

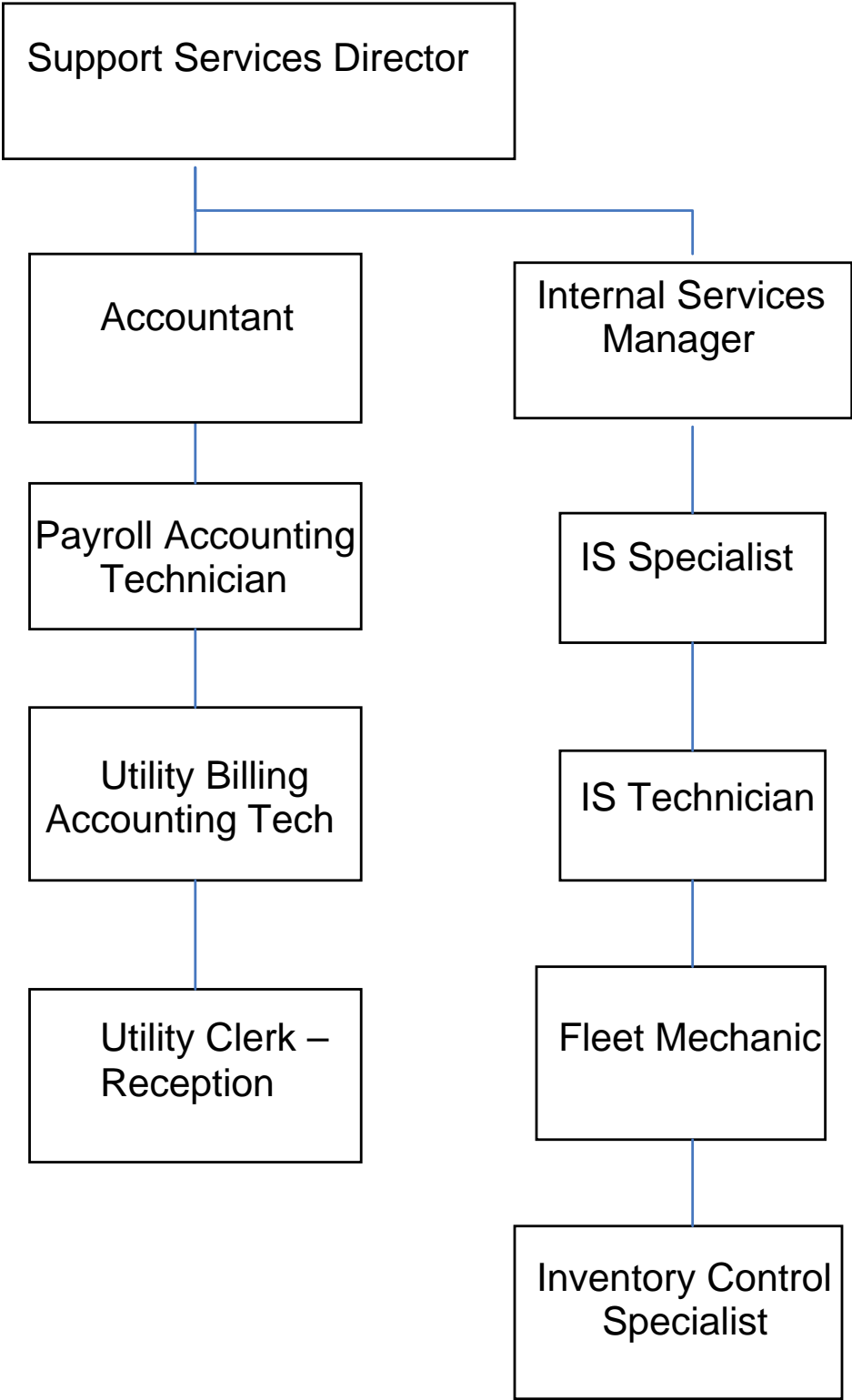
- ◆ **Full Service Preventive Maintenance Program:** Continue the City Shop's and Information Service's preventive maintenance schedule to ensure City vehicles and technology products function, as required.
- ◆ **Improve Webmaster and Cable Access Services:** Continue to provide the public with information on the cable access channel. Continually look for ways to enhance the site to better serve our customers.
- ◆ **Implement and transition of Financial Management Systems:** Purchase of Springbrook financial management system will necessitate data conversion and transitioning from HMS, while

running concurrent systems to ensure system integrity. This along with staff training will be ongoing throughout 2009.

## **SERVICE STANDARDS**

<b>Service</b>	<b>Level</b>
<b>Management and Council Financial Reporting</b>	Provide timely financial reports to support decision making and to monitor City operations.
<b>Counter Coverage</b>	Provide continuous front counter coverage of at least two staff members between 10 a.m. and 2:00 p.m. and at least one staff person for all other open business hours.
<b>Customer Service</b>	Provide prompt professional service to all city customers. Provide three-week response time to all utility hearing requests.
<b>Cash Management</b>	Deposit all funds received on the same business day. Have on deposit at the City's financial institution only the minimum cash needed to provide for operations.
<b>Annual Report</b>	Complete by May 31 <sup>st</sup> of each fiscal year.
<b>Payroll</b>	Complete all payroll reports and make appropriate tax deposits within time required. Complete payroll change request within one payroll cycle.
<b>Budget Preparation</b>	Continue to improve and adapt the budget process to meet the changing needs of the City Council, citizens, and staff members. Provide the Management Team with support and assistance in the preparation of their annual budget.
<b>Meter Reading</b>	Read all routes and prepare utility bills within standard two-week cycle. Provide at least two staff members who know the meter locations for all routes. Communicate high reads to customers during the current read cycle.
<b>Staff Training</b>	Provide all department personnel with a training schedule to meet the City's needs and the employee's career goals.
<b>Debt Management</b>	Continuous review of all outstanding debt issues for refunding opportunities. Conduct the financial operations of the City within the bond covenants. Provide required financial reporting for outstanding debt issues.
<b>Investment Operations</b>	Conduct investment operations within compliance of City investment policy. Report investment operations to the City Manager monthly and to the City Council quarterly.

<b>Service</b>	<b>Level</b>
<b>Network Administration</b>	Administer the City's Local Area Networks, including all hardware and software procurements. Provide staff support and guidance through the revival of the Information Systems Advisory Team (ISAT). Oversee all in-house programming projects and support.
<b>Contract Services</b>	Ensure all City hardware and software systems are operational and functioning for their intended purposes. Respond to service requests within a four-hour period, with updated follow through, until service is restored.
<b>Telephone Services</b>	Maintain, plan and advise on telephone systems serving all City buildings and facilities.
<b>Copying Services</b>	Maintain, plan and advise on copy machines serving all City buildings and facilities.
<b>Programming Support</b>	Provide departmental support for all programming projects.
<b>Web Site Administrator</b>	Maintain, update and improve the City's web site.



**CITY OF SNOHOMISH**  
**2009 Budget**

**FUND: 001 General**  
**DEPT: 040 Support Services**

Acct: 514 20				Finance and Accounting
Object Code and Purpose	2008 Budget	2008 Year Est	2009 Budget	Overview of Strategic Planning Goals
10 Salaries And Wages.....	325,784	311,613	320,699	
11 Regular Pay	325,784	310,413	320,699	
12 Overtime Pay		1,200	-	
				<b>Cost Summary of Significant Changes</b>
20 Personnel Benefits.....	135,686	124,108	145,010	<i>Increases</i>
21 Social Security	24,922	23,792	24,534	\$4,242 Salaries and Benefits
22 Retirement	23,522	18,831	25,275	\$8,000 State Audit
23 Health Insurance	85,442	76,642	90,049	
24 Disability Insurance	1,500	4,218	4,852	
26 Uniforms	300	625	300	
				<b>Details and Notes</b>
				<u>Details and Notes</u>
30 Supplies.....	4,550	5,200	5,200	<i>30 Operating Supplies</i>
* 31 Operating Supplies	3,350	2,500	2,500	00 Office Supplies 2,500
32 Vehicle Fuel	-	-	-	35 Equipment 2,700
33 Supplies for Resale	-	-	-	5,200
35 Minor Equipment	1,200	2,700	2,700	<i>41 Professional Services</i>
39 Other Supplies	-	-	-	10 State Audit 32,000
				20 Prof. Services 1,000
				33,000
40 Services.....	35,600	47,100	41,700	<i>42 Communications</i>
* 41 Professional Services	25,000	39,500	33,000	10 Postage 2,000
* 42 Communications	3,600	6,100	6,000	20 Telephone 4,000
43 Travel and Subsistence	1,500	-	1,200	6,000
44 Advertising	-	-	-	<i>49 Other Services</i>
45 Equipment Rental	-	-	-	10 Dues and Subscription 500
46 Insurance	-	-	-	20 Education and Training 1,000
47 Utility Services	-	-	-	30 Misc Services -
48 Repair and Maintenance	-	-	-	31 Bank Service -
* 49 Other Services	5,500	1,500	1,500	1,500
				<i>90 Interfund Transfers</i>
50 Intergovtmntl Services.....	-	-	-	91 10 Equip Rental M/O (501) 657
*60 Capital Outlays.....	-	-	-	91 15 Infor. Services (502) 18,421
				99 00 Equip Replacement (505) 661
70/80 Debt Payments.....	-	-	-	99 00 Equip Replacement (502) 3,871
				23,610
*90 Interfund Transfers.....	19,317	19,317	23,610	
<b>TOTAL Finance</b>	<b>520,937</b>	<b>507,338</b>	<b>536,219</b>	

**CITY OF SNOHOMISH**  
**2009 Budget**

**FUND: 501 City Shop**  
**DEPT: 040 Support Services**

Acct: 548 40		City Shop Operations		
Object Code and Purpose	2008 Budget	2008 Year Est	2009 Budget	Overview of Strategic Planning Goals
10 Salaries And Wages.....	<b>121,694</b>	<b>120,830</b>	<b>126,899</b>	
11 Regular Pay	120,694	120,830	125,899	
12 Overtime Pay	1,000	-	1,000	
				<b>Cost Summary of Significant Changes</b>
20 Personnel Benefits.....	<b>57,011</b>	<b>52,873</b>	<b>59,261</b>	<i>Increases</i>
21 Social Security	9,233	9,243	9,708	\$7,455 Salaries and Benefits
22 Retirement	8,714	8,724	10,388	\$38,400 Vehicle Fuel
23 Health Insurance	32,164	30,421	33,126	\$15,000 Utility Services
24 Disability Insurance	5,300	3,844	4,439	
26 Uniforms	1,600	641	1,600	
				<b>Details and Notes</b>
30 Supplies.....	<b>139,775</b>	<b>138,890</b>	<b>180,700</b>	<i>31 Operating Supplies</i>
* 31 Operating Supplies	37,675	37,175	40,200	00 Office Supplies 2,500
32 Vehicle Fuel	96,600	100,000	135,000	10 Fleet Supplies 34,500
33 Supplies for Resale	-	-	-	20 Oil/Lubricants 3,200
35 Minor Equipment	5,500	1,715	5,500	<hr/> 40,200
39 Other Supplies	-	-	-	<i>42 Communications</i>
				00 Communication 500
40 Services.....	<b>60,300</b>	<b>63,038</b>	<b>75,300</b>	10 Postage 1,000
* 41 Professional Services	-	-	-	20 Telephone 4,500
* 42 Communications	6,000	4,888	6,000	<hr/> 6,000
43 Travel and Subsistence	800	150	800	<i>49 Other Services</i>
44 Advertising	-	-	-	00 Misc. Services 1,000
45 Equipment Rental	1,000	-	1,000	10 Dues/Subscriptions -
46 Insurance	-	-	-	20 Education/Training 1,500
47 Utility Services	20,000	27,000	35,000	<hr/> 2,500
48 Repair and Maintenance	30,000	30,000	30,000	<i>60 Capital Outlays</i>
* 49 Other Services	2,500	1,000	2,500	<hr/> -
				<hr/> -
50 Intergovmtl Services.....	-	-	-	<i>90 Interfund Transfers</i>
60 Capital Outlays.....	-	-	-	91 15 Info. Srvs. (502) 6,563
70/80 Debt Payments.....	-	-	-	99 00 Equipment Replace (505) 8,942
*90 Interfund Transfers.....	<b>33,143</b>	<b>32,685</b>	<b>16,907</b>	99 10 Equipment Replace (502) 1,402
				<hr/> 16,907
<b>TOTAL City Shop Operations</b>	<b>411,923</b>	<b>408,316</b>	<b>459,067</b>	

**CITY OF SNOHOMISH**  
**2009 Budget**

**FUND: 502 Information Services**  
**DEPT: 040 Support Services**

Acct: 518.80		Information Services		
Object Code and Purpose	2008 Budget	2008 Year Est	2009 Budget	Overview of Strategic Planning Goals
10 Salaries And Wages.....	209,817	208,991	211,765	
11 Regular Pay	209,817	208,991	211,765	
12 Overtime Pay	-	-	-	
20 Personnel Benefits.....	71,471	71,471	75,012	<b>Cost Summary of Significant Changes</b>
21 Social Security	16,051	15,987	16,200	<i>Increases</i> \$37,900 Software Support Service
22 Retirement	15,149	15,089	14,919	<i>Decreases</i>
23 Health Insurance	36,921	37,935	41,221	\$23,690 Minor Equipment.
24 Disability Insurance	2,800	2,460	2,672	<b>Details and Notes</b>
26 Uniforms	550	-	-	31 <i>Operating Supplies</i>
30 Supplies.....	71,490	66,100	47,300	00 Office Supplies 5,000
* 31 Operating Supplies	17,500	16,900	17,000	20 Software 12,000
32 Vehicle Fuel	-	-	-	17,000
33 Supplies for Resale	-	-	-	35 <i>Minor Equipment</i>
35 Minor Equipment	53,990	49,200	30,300	00 PC's and other tech 29,900
39 Other Supplies	-	-	-	10 Less than \$5,000. 400
40 Services.....	145,633	99,620	168,825	30,300
* 41 Professional Services	105,883	63,500	129,400	41 <i>Professional Services</i>
* 42 Communications	13,550	25,120	18,125	10 Consultants and Services 70,000
43 Travel and Subsistence	3,000	1,000	2,500	20 Software Support Service 59,400
44 Advertising	-	-	-	129,400
45 Equipment Rental	-	-	-	42 <i>Communications</i>
46 Insurance	-	-	-	10 Postage 125
47 Utility Services	-	-	-	20 Telephone 18,000
48 Repair and Maintenance	8,000	4,000	4,000	18,125
* 49 Other Services	15,200	6,000	14,800	49 <i>Other Services</i>
50 Intergovtm'l Services.....	-	-	-	20 Certification 2,800
*60 Capital Outlays.....	25,000	18,000	5,700	20 Education/Training 12,000
70/80 Debt Payments.....	-	-	-	14,800
*90 Interfund Transfers.....	848	848	2,109	60 <i>Capital Outlays</i>
TOTAL Information Services	524,259	465,030	510,711	64 00 Equipment 5,700
				5,700
				90 <i>Interfund Transfers</i>
				91 10 Equip. Rental (501) 1,051
				99 00 Equip. Rplcmt (505) 1,058
				2,109

# LAW ENFORCEMENT

**Overview:**

**MISSION:**

OUR MISSION IS TO PARTNER WITH OUR COMMUNITY:

- 1] To Enforce the Law,
- 2] Educate the Public,
- 3] Serve with Professionalism and Pride.

**2008 ACCOMPLISHMENTS:**

- ◆ Instituted new case management system
- ◆ Reorganized records filing system
- ◆ NIBRS Certification (recordkeeping)
- ◆ Complete audit of all 2007 records
- ◆ Evidence room – purged – audited
- ◆ Cadet program reinstated
- ◆ Detective Unit created and offices built
- ◆ All new staff through FTO
- ◆ Bike Patrol reinstated
- ◆ New 3-year Guild contract
- ◆ DARE Program completed in all 6th grade classes
- ◆ Red Light Camera enforcement – considered – and dropped
- ◆ Regional partnerships with JTTF and SRDTF
- ◆ WA Traffic Safety Award for DUI enforcement
- ◆ Upgraded existing work areas

**2009 CHALLENGES:**

- ◆ Rewrite the Policies and Procedures manual
- ◆ Planning for the future regional jail
- ◆ Police station – health and safety compliant
- ◆ Seasoning of our new officers
- ◆ Further develop partnerships with area law enforcement agencies
- ◆ Partnering more closely with other City departments for special events
- ◆ Future police facility planning

**VALUES:**

The Values of the Snohomish Police Department are:

- ◆ Integrity
- ◆ Service Orientation
- ◆ Commitment
- ◆ Reliability
- ◆ Responsibility

Position	2005	2006	2007	2008	2009	Change
Police Chief	1.0	1.0	1.0	1.0	1.0	0
Police Commander	1.0	1.0	1.0	2.0	2.0	0
Police Officer - Sergeant	4.0	4.0	4.0	4.0	4.0	0
Police Officer – Patrol	14.0	14.0	15.0	15.0	14.0	(1.0)
<b>Total Commissioned</b>	<b>20.0</b>	<b>20.0</b>	<b>21.0</b>	<b>22.0</b>	<b>21.0</b>	<b>(1.0)</b>
Support Service Manager	0.0	1.0	1.0	0.0	0.0	0
Administrative Assistant (Former) Manager	1.0	0.0	0.0	1.0	1.0	0
Senior Records Clerk	0.0	0.0	1.0	1.0	1.0	0
Records Manager	1.0	0.0	0.0	0.0	0.0	0
Police Clerk	1.0	2.0	2.0	2.5	2.0	(0.5)
Community Services Officer	1.0	1.0	1.0	1.0	1.0	0
<b>Non Commissioned</b>	<b>4.0</b>	<b>4.0</b>	<b>5.0</b>	<b>5.5</b>	<b>5.0</b>	<b>0</b>
<b>Total FTE</b>	<b>24.0</b>	<b>24.0</b>	<b>26.0</b>	<b>27.5</b>	<b>26.0</b>	<b>(1.5)</b>

**Budget History**

Dept.	2005	2006	2007	2008	2009	Change
Justice	314,000	356,500	419,500	497,547	518,950	21,403
Admin.	499,175	514,409	597,016	729,323	618,478	(110,845)
Operation	1,767,079	2,022,102	2,361,290	2,682,406	3,073,263	390,857
Prevention	90,653	96,165	133,480	123,613	86,720	(36,893)
Reserves	24,071	22,129	15,183	33,103	11,300	(21,803)
Task Force	2,000	1,900	1,900	3,900	3,791	(109)
Com Serv.	64,907	67,187	80,250	0	0	0
<b>Police</b>	<b>2,761,885</b>	<b>3,080,392</b>	<b>3,608,619</b>	<b>4,069,892</b>	<b>4,312,502</b>	<b>242,610</b>

**2009 Goals:**

**ADMINISTRATION**

- ◆ **Staffing:**
  - ◆ Retain full complement of personnel.
  - ◆ Maintain quality lists of candidates for lateral and entry level Civil Service eligibility in the event of vacancies.
  - ◆ Continue to implement a “succession plan” for key collateral duty [usually instructor] assignments within the department.
    - ◆ Identify and train instructors/responsible parties in each critical field.
    - ◆ An assistant instructor will also be identified and trained to “take over” in the event of promotion, attrition, or rotation out of the primary.
    - ◆ Each will be expected to meet recognized state certification requirements in those fields.
    - ◆ [Examples would be Firearms Instructor, Defensive Tactics Instructor, Taser Instructor, etc.]
  
- ◆ **Policy Manual:** Produce an updated Policies and Procedures Manual.

**OPERATIONS**

- ◆ **K-9:** Maintain one (1) cross-trained Patrol & Drug Detector Patrol Service Dog K-9 Unit, along with one (1) Drug Detector Only K-9 Unit.
  
- ◆ **Traffic:** Maintain high visibility Traffic Law Enforcement program through the Traffic Motor Unit and radar trailers in high-priority traffic complaint areas.
  
- ◆ **Training:** Provide all commissioned officers with annual Officer Refresher Courses and continue quarterly firearms training and qualification courses.
  
- ◆ **Operations Commander:** Attend FBI Academy in Quantico, VA or Northwest Staff and Command.

**INVESTIGATIONS**

- ◆ **Investigations:** Maintain major crime investigative capability with one (1) Detective Sergeant and one (1) Detective. Develop and continue to develop Case Management System and major crime scene processing capability.
  
- ◆ **Interagency Cooperation:** Join or re-join existing area joint investigative efforts such as the Regional Intelligence group, the East County Detectives meeting, the “SMART Team” [responds to area officer involved shootings], and any other joint efforts.

**ADMINISTRATION**

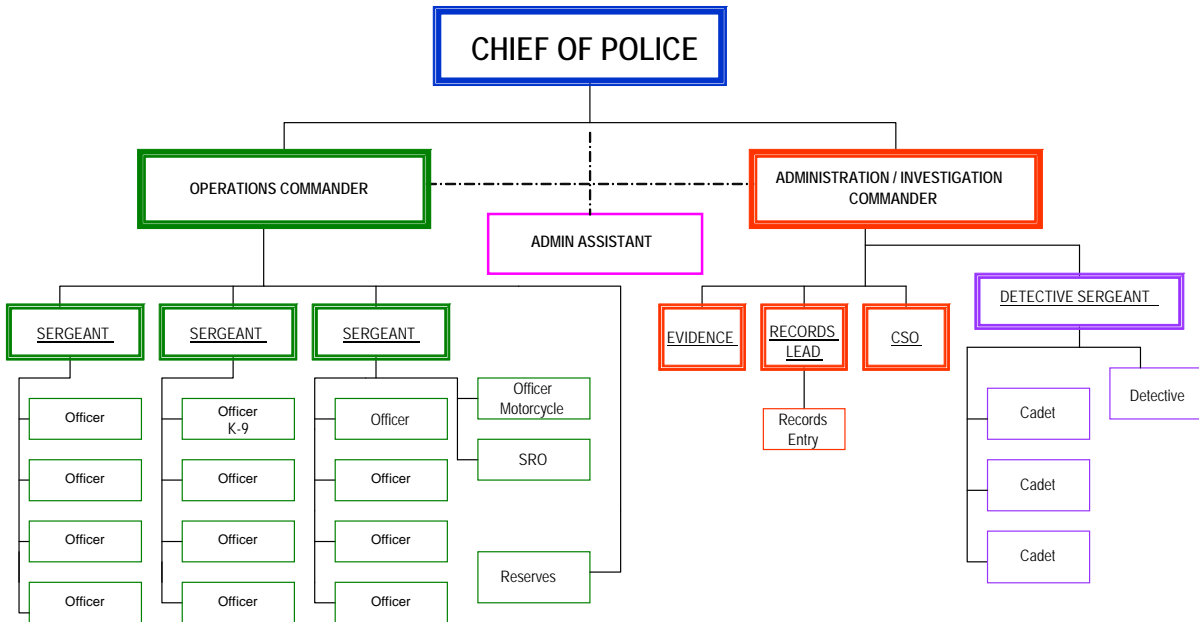
- ◆ **Property / Evidence:** Conduct audit. Establish relationship with network of Property Room Technicians
  
- ◆ **Community Service / Crime Prevention:** Maintain Neighborhood / Business Block Watch Programs and continue to support our annual National Night Out.

- ◆ **Cadet Program:** Maintain the Cadet program.
- ◆ **Volunteer Program:** Initiate Volunteer program. Recruit, develop and train quality candidates.

**SERVICE STANDARDS**

Service	Level
<b>Customer Service</b>	Collaborate with the public to develop solutions in problem-solving of community issues; timely and efficient response to in-progress emergency and non-emergency E-911 calls; timely response to and resolution of citizen complaints; and provide minimum of 68 hours per week window and walk-up lobby capability.
<b>Patrol</b>	Impartial Enforcement of criminal laws & municipal codes; timely, professional response to E-911 calls-for-service; proactive preventive patrol and dynamic self-initiated activity; aggressive enforcement of 'street-level' drug complaints; maintain a minimum staffing of three officers on-duty during peak hours; enhance Community awareness and confidence through high visibility patrol/enforcement; PACE (ProActive Criminal Enforcement) participation.
<b>Traffic Enforcement</b>	Impartial and Fair Enforcement of Traffic Laws; prioritize high-risk behavior enforcement at critical DUI and Road Rage levels; professional investigation of traffic collisions; regular use of speed display radar trailers; provide Motor Patrol / Traffic capability during peak traffic periods; and provide directed enforcement to all valid citizen traffic complaints.
<b>Criminal Investigations</b>	Professional response to and processing of crime scenes; provide timely follow up investigation of all major crimes; provide 24/7 callout capability for major crimes; continued oversight of registered sex offenders; and participate in County Drug Task Force for larger scale investigations
<b>Emergency Preparedness</b>	Emergency Preparedness: Provide ICS-level National Incident Management System (NIMS) leadership and / or activation of Emergency Operations Center (EOC) when needed.
<b>Special Events Management</b>	Collaborate with the community sponsors and other City Departments and Agencies in providing adequate Public Safety protection during all major special events.
<b>Community Services</b>	Provide residents with professional services including: child car seat installation/inspections, concealed weapons permits, fingerprinting, Police Department tours, defective vehicle equipment inspection, motorist assists and the Watch Your Car Program, maintain a School Resource Officer in the High School; explore options to replace Freshman Campus / Middle School SRO; and provide DARE.
<b>Parking</b>	Parking enforcement on complaint basis; proactive and self-initiated parking enforcement as call load allows; and enforcement of the Permit Parking system.
<b>Animal Control</b>	Animal control on complaint basis.

# SNOHOMISH POLICE DEPARTMENT ORGANIZATIONAL CHART



**FUND: 001 General**  
**DEPT: 060 Law Enforcement**

Acct: 512 40		Criminal Justice		
Object Code and Purpose	2008 Budget	2008 Year Est	2009 Budget	Overview of Strategic Planning Goals
10 Salaries And Wages.....	-	-	-	
11 Regular Pay	-	-	-	
12 Overtime Pay	-	-	-	
<b>Cost Summary of Significant Changes</b>				
20 Personnel Benefits.....	-	-	-	<i>Increases</i>
21 Social Security	-	-	-	\$51,000 for increased court filing fees
22 Retirement	-	-	-	
23 Health Insurance	-	-	-	
24 Disability Insurance	-	-	-	
26 Uniforms	-	-	-	
<b>Details and Notes</b>				
30 Supplies.....	-	-	-	<i>41 Professional Services</i>
31 Operating Supplies	-	-	-	20 Court Appointed 55,000
32 Vehicle Fuel	-	-	-	30 Witness Fees 500
33 Supplies for Resale	-	-	-	31 Interpreter Services 500
35 Minor Equipment	-	-	-	40 Prosecution Fees 80,000
39 Other Supplies	-	-	-	50 Parking Hearing 700
				136,700
40 Services.....	<b>131,500</b>	<b>123,588</b>	<b>136,700</b>	<i>50 Intergovernmental Services</i>
* 41 Professional Services	131,500	123,588	136,700	10 County Jail Fees 256,250
42 Communications	-	-	-	20 Court Filing Fees 126,000
43 Travel and Subsistence	-	-	-	382,250
44 Advertising	-	-	-	
45 Equipment Rental	-	-	-	
46 Insurance	-	-	-	
47 Utility Services	-	-	-	
48 Repair and Maintenance	-	-	-	
49 Other Services	-	-	-	
*50 Intergovtmntl Services.....	<b>366,047</b>	<b>360,826</b>	<b>382,250</b>	
60 Capital Outlays.....	-	-	-	
70/80 Debt Payments.....	-	-	-	
90 Interfund Transfers.....	-	-	-	
<b>TOTAL Criminal Justice</b>	<b>497,547</b>	<b>484,414</b>	<b>518,950</b>	

**CITY OF SNOHOMISH**  
**2009 Budget**

**FUND: 001 General**  
**DEPT: 060 Law Enforcement**

Acct: 521 10				Police Administration
Object Code and Purpose	2008 Budget	2008 Year Est	2009 Budget	Overview of Strategic Planning Goals
10 Salaries And Wages.....	481,773	361,352	398,479	
11 Regular Pay	476,773	354,268	394,979	
12 Overtime Pay	5,000	7,084	3,500	
20 Personnel Benefits.....	167,000	100,262	122,299	<b>Cost Summary of Significant Changes</b>
21 Social Security	37,000	27,643	30,484	<i>Decreases</i>
22 Retirement	22,000	13,478	20,578	\$127,995 Salaries & Benefits
23 Health Insurance	90,000	51,805	61,830	<i>One position left unfilled.</i>
24 Disability Insurance	13,000	4,618	5,407	
26 Uniforms	5,000	2,718	4,000	<b>Details and Notes</b>
30 Supplies.....	6,000	14,000	11,000	<i>41 Professional Services</i>
31 Operating Supplies	6,000	14,000	8,000	00 Misc Prof Services 12,300
32 Vehicle Fuel	-	-	-	10 Testing Services 13,800
33 Supplies for Resale	-	-	-	<hr/> 26,100
35 Minor Equipment	-	-	3,000	
39 Other Supplies	-	-	-	<i>42 Communications</i>
40 Services.....	74,550	89,489	86,700	00 Communications -
* 41 Professional Services	30,000	45,000	26,100	10 Postage 3,000
* 42 Communications	28,750	30,663	28,000	20 Telephone 25,000
43 Travel and Subsistence	5,500	3,126	7,500	<hr/> 28,000
44 Advertising	1,000	1,000	800	<i>49 Other Services</i>
45 Equipment Rental	-	-	-	10 Misc. Services 1,200
46 Insurance	-	-	-	20 Dues and Subscriptions 600
47 Utility Services	-	-	-	30 Facility Rental 1,500
48 Repair and Maintenance	-	-	-	40 Storage Fees 7,000
* 49 Other Services	9,300	9,700	24,300	50 Education/Training 14,000
50 Intergovtmntl Services.....	-	-	-	<hr/> 24,300
*60 Capital Outlays.....	-	-	-	
70/80 Debt Payments.....	-	-	-	
90 Interfund Transfers.....	-	-	-	
<b>TOTAL Police Administration</b>	<b>729,323</b>	<b>565,103</b>	<b>618,478</b>	

**FUND: 001 General**  
**DEPT: 060 Law Enforcement**

Acct: 521 20		Police Operations		
Object Code and Purpose	2008 Budget	2008 Year Est	2009 Budget	Overview of Strategic Planning Goals
10 Salaries And Wages.....	<b>1,268,026</b>	<b>1,427,367</b>	<b>1,643,332</b>	Provide police staffing and services to ensure adequate and appropriate levels of public safety.
11 Regular Pay	1,167,026	1,282,922	1,488,654	
12 Overtime Pay	101,000	144,445	154,678	
<b>Cost Summary of Significant Changes</b>				
20 Personnel Benefits.....	<b>464,000</b>	<b>480,630</b>	<b>574,074</b>	<i>Increases</i>
21 Social Security	97,000	109,194	125,715	\$485,380 Salaries & Benefits
22 Retirement	62,000	77,078	81,746	\$16,050 Services
23 Health Insurance	231,000	234,688	297,425	
24 Disability Insurance	43,000	33,078	40,988	
* 26 Uniforms	31,000	26,592	28,200	
<b>Details and Notes</b>				
30 Supplies.....	<b>62,900</b>	<b>68,158</b>	<b>62,750</b>	<i>26 Uniforms</i>
* 31 Operating Supplies	40,000	47,158	25,500	10 Uniform Cleaning 1,000
32 Vehicle Fuel	-	-	-	20 Uniforms 22,500
33 Supplies for Resale	-	-	-	30 Ballistic Vests 4,700
35 Minor Equipment	20,900	21,000	35,250	28,200
39 Confidential Inv.	2,000	-	2,000	<i>31 Operating Supplies</i>
40 Services.....	<b>63,750</b>	<b>33,618</b>	<b>66,050</b>	20 Operating Supplies 20,500
41 Professional Services	5,500	214	7,000	30 Veh & Training Sup. 5,000
42 Communications	5,000	840	2,500	40 Training Sup. -
43 Travel and Subsistence	23,000	11,484	16,300	50 Firearms Trng. Sup. -
44 Advertising	-	-	-	25,500
45 Equipment Rental	-	-	-	<i>48 Repair and Maintenance</i>
46 Insurance	-	-	-	20 Equipment 3,000
47 Utility Services	-	-	-	30 Radios 3,500
* 48 Repair and Maintenance	7,500	4,236	13,600	6,500
* 49 Other Services	22,750	16,844	26,650	<i>50 Intergovernmental Services</i>
*50 Intergovtmntl Services.....	<b>222,669</b>	<b>219,918</b>	<b>223,762</b>	10 CRMS and DEM 17,153
*60 Capital Outlays.....	<b>85,104</b>	-	-	20 SNOPAC Dispatch 131,741
70/80 Debt Payments.....	-	-	-	40 800Mhz 74,868
*90 Interfund Transfers.....	<b>515,957</b>	<b>515,957</b>	<b>503,295</b>	223,762
TOTAL Police Operations	<b>2,682,406</b>	<b>2,745,648</b>	<b>3,073,263</b>	<i>60 Capital Outlay</i>
				00 Additions to Fleet -
				-
				<i>90 Interfund Transfers</i>
				91 10 Eq. Rental (501) 105,106
				91 15 Infor. Services (502) 220,000
				99 00 Equip Replacement (502) 59,837
				99 00 Eq. Replmt (505) 118,352
				503,295

**CITY OF SNOHOMISH**  
**2009 Budget**

**FUND: 001 General**  
**DEPT: 060 Law Enforcement**

Acct: 521 30				Crime Prevention
Object Code and Purpose	2008 Budget	2008 Year Est	2009 Budget	Overview of Strategic Planning Goals
10 Salaries And Wages.....	65,856	29,340	45,942	
11 Regular Pay	58,856	29,340	41,442	
12 Overtime Pay	7,000	-	4,500	
20 Personnel Benefits.....	22,500	16,489	17,006	<b>Cost Summary of Significant Changes</b>
21 Social Security	4,200	2,245	3,515	<i>Decreases</i>
22 Retirement	2,600	1,585	4,057	\$25,408 Salaries & Benefits
23 Health Insurance	13,000	7,049	7,697	\$7,999 Minor Equipment
24 Disability Insurance	1,700	780	737	<i>Reorganization of Police Staff</i>
26 Uniforms	1,000	4,830	1,000	<b>Details and Notes</b>
30 Supplies.....	15,999	10,435	3,500	41 Professional Services
31 Operating Supplies	2,000	54	1,000	30 Innovative Enforcement
32 Vehicle Fuel	-	-	-	40 Domestic Violence
35 Minor Equipment	9,999	9,999	2,000	50 At-Risk Youth
37 Training Supplies	4,000	382	500	
39 Other Supplies	-	-	-	
40 Services.....	19,258	9,808	10,600	49 Other Services
* 41 Professional Services	9,708	7,200	7,800	10 Dues/Subscriptions
42 Communications	-	-	-	20 Education/Training
43 Travel and Subsistence	500	64	500	30 Misc. Services
44 Advertising	1,500	84	500	
45 Equipment Rental	-	-	-	50 Intergovernmental Services
46 Insurance	-	-	-	10 Animal Impound Fees
47 Utility Services	-	-	-	
48 Repair and Maintenance	-	-	-	
* 49 Other Services	7,550	2,460	1,800	
50 Intergovtmntl Services.....	-	8,730	9,672	
60 Capital Outlays.....	-	-	-	
70/80 Debt Payments.....	-	-	-	
90 Interfund Transfers.....	-	-	-	
<b>TOTAL Crime Prevention</b>	<b>123,613</b>	<b>74,802</b>	<b>86,720</b>	

**FUND: 001 General**  
**DEPT: 060 Law Enforcement**

Acct: 521 40				Reserve Program
Object Code and Purpose	2008 Budget	2008 Year Est	2009 Budget	Overview of Strategic Planning Goals
10 Salaries And Wages.....	20,000	-	-	
11 Regular Pay	20,000	-	-	
12 Overtime Pay	-	-	-	
				<b>Cost Summary of Significant Changes</b>
20 Personnel Benefits.....	9,603	2,040	1,700	<i>Decreases</i>
21 Social Security	1,150	-	-	Reorganization of Police Staff
22 Retirement	-	-	-	<i>Increases</i>
23 Health Insurance	-	-	-	Professional Services - \$9,000
24 Disability Insurance	6,453	-	-	
* 26 Uniforms	2,000	2,040	1,700	<b>Details and Notes</b>
				26 Uniforms
				00 Uniforms
				00 Ballistic Vests
				1,000
				700
				1,700
30 Supplies.....	2,000	80	100	
* 31 Operating Supplies	2,000	80	100	
32 Vehicle Fuel	-	-	-	
33 Supplies for Resale	-	-	-	<i>31 Operating Supplies</i>
35 Minor Equipment	-	-	-	40 Training Supplies
39 Other Supplies	-	-	-	50 Firearms Training
				100
40 Services.....	1,500	50	500	<i>49 Other Services</i>
41 Professional Services	-	-	-	20 Education/Training
42 Communications	-	-	-	
43 Travel and Subsistence	-	-	-	<i>50 Intergovernmental Services</i>
44 Advertising	-	-	-	00 Sno County Sheriff
45 Equipment Rental	-	-	-	9,000
46 Insurance	-	-	-	
47 Utility Services	-	-	-	
48 Repair and Maintenance	-	-	-	
* 49 Other Services	1,500	50	500	
50 Intergovtmntl Services.....	-	-	9,000	
60 Capital Outlays.....	-	-	-	
70/80 Debt Payments.....	-	-	-	
90 Interfund Transfers.....	-	-	-	
<b>TOTAL Reserve Program</b>	<b>33,103</b>	<b>2,170</b>	<b>11,300</b>	

**CITY OF SNOHOMISH  
2009 Budget**

**FUND: 001 General  
DEPT: 060 Law Enforcement**

Acct: 521 60				Drug Task Force
Object Code and Purpose	2008 Budget	2008 Year Est	2009 Budget	Overview of Strategic Planning Goals
10 Salaries And Wages.....	-	-	-	
11 Regular Pay	-	-	-	
12 Overtime Pay	-	-	-	
20 Personnel Benefits.....	-	-	-	
21 Social Security	-	-	-	
22 Retirement	-	-	-	
23 Health Insurance	-	-	-	
24 Disability Insurance	-	-	-	
26 Uniforms	-	-	-	
30 Supplies.....	-	-	-	
31 Operating Supplies	-	-	-	
32 Vehicle Fuel	-	-	-	
33 Supplies for Resale	-	-	-	
35 Minor Equipment	-	-	-	
39 Other Supplies	-	-	-	
40 Services.....	-	-	-	
* 41 Professional Services	-	-	-	
42 Communications	-	-	-	
43 Travel and Subsistence	-	-	-	
44 Advertising	-	-	-	
45 Equipment Rental	-	-	-	
46 Insurance	-	-	-	
47 Utility Services	-	-	-	
48 Repair and Maintenance	-	-	-	
49 Other Services	-	-	-	
*50 Intergovtmntl Services.....	<b>1,900</b>	<b>4,183</b>	<b>3,791</b>	
60 Capital Outlays.....	-	-	-	
70/80 Debt Payments.....	-	-	-	
90 Interfund Transfer s.....	-	-	-	
TOTAL Drug Task Force	<b>1,900</b>	<b>4,183</b>	<b>3,791</b>	

Acct: 521 60				Drug Task Force
				Cost Summary of Significant Changes
				<b>Details and Notes</b>
				<i>50 Intergovernmental Services</i>
				51 Task Force Assessment 2,079
				51 Alert Assessment 145
				52 JTTF Interlocal Agreement 1,567
				3,791

## PUBLIC WORKS DEPARTMENT

**Overview:** The Public Works Department is comprised of the Public Works Division, the Engineering Services Division, and the Parks and Facilities Division. This Department provides water, wastewater, and storm water utility maintenance and services, maintains streets and traffic safety, manages capital projects from planning to completion, enforces engineering code requirements, and manages and maintains City parks and facilities. In addition to the City's Wastewater Treatment Plant and Water Treatment Plant, the Public Works Department maintains 13 wastewater lift stations, over 30 miles of wastewater and storm water pipes, 9.2 million gallons of water storage at 3 storage tanks serving nearly 3000 water meter connections, 35 miles of streets, 9 city parks plus several trails and open spaces, and 30,000 square feet of city building space.

Position	2005	2006	2007	2008	2009	Change
Public Works Director	1.0	1.0	1.0	1.0	1.0	0.0
Engineering Services Mgr. (City Engineer)	1.0	1.0	1.0	1.0	1.0	0.0
Public Works Manager (PW Superintendent)	1.0	1.0	1.0	1.0	1.0	0.0
Assistant Public Works Manager	0.0	0.0	0.0	1.0	1.0	0.0
Project Manager	2.0	3.0	3.0	3.0	3.0	0.0
Water Quality Specialist	0.0	0.0	1.0	1.0	1.0	0.0
Engineering Technician	2.0	2.0	2.0	2.0	2.0	0.0
Wastewater Plant Operator	1.0	1.0	1.0	1.0	1.0	0.0
Water Plant Operator	1.0	1.0	1.0	1.0	1.0	0.0
Lab Technician	1.0	1.0	1.0	1.0	1.0	0.0
Senior / Maintenance Workers	11.0	11.0	13.0	13.0	13.0	0.0
Parks/Facilities Supervisor	1.0	1.0	1.0	1.0	1.0	0.0
Parks/Facilities Maint. Wrk.	2.0	3.0	3.0	3.0	3.0	0.0
Parks/Facilities Senior MW	1.0	1.0	1.0	1.0	1.0	0.0
<b>Total</b>	<b>25.0</b>	<b>26.0</b>	<b>30.0</b>	<b>31.0</b>	<b>31.0</b>	<b>0.0</b>

### Budget History

Div.	2005	2006	2007	2008	2009	Change
Engineering	691,496	752,125	978,659	850,011	894,010	43,999
Facilities	226,765	293,052	347,493	406,355	418,643	12,288
Parks	270,441	331,286	412,394	410,552	445,499	34,947
Ops Admin	0	0	0	272,985	23,108	-249,877
Street Maint.	275,257	306,969	379,629	552,505	595,601	43,096
Ped/ TrfSft	172,981	182,666	212,013	217,703	225,240	7,537
Water Admin	0	0	0	66,759	68,345	1,586
Water Dist.	1,249,728	1,341,632	1,419,858	1,217,525	1,318,539	101,014
Water Trtm.	300,766	321,303	338,613	379,693	394,934	15,241
Wstwater Coll	1,074,104	1,167,048	1,165,768	728,858	827,135	98,277
Wstwater Adm				66,759	67,738	979
Wstwater Treat	958,660	1,033,105	1,076,099	1,134,737	1,385,423	250,686
Storm Drn	252,202	355,795	597,375	540,876	660,166	119,290
<b>Totals</b>	<b>5,472,400</b>	<b>6,084,981</b>	<b>6,927,901</b>	<b>6,845,318</b>	<b>7,324,381</b>	<b>479,063</b>

**Public Works Division:** Public Works Operations provides infrastructure operations and maintenance services for the City of Snohomish. Some typical areas of service include maintaining streets and sidewalks, street sweeping, surface water management, street lighting, street signs, cross connection and pretreatment monitoring, drinking water treatment, storage and distribution, wastewater collection and treatment, wastewater lift station maintenance, vegetation control, traffic control, and pedestrian and vehicle safety. This Division is currently staffed by 19 FTE and several summer temporary workers.

**Engineering Services Division:** Engineering Services provides engineering and project management oversight of capital construction, public works maintenance, and operations within the public right-of-ways. This Division also assists the Planning Department in review of development plans and building permits. Other services include traffic engineering, water treatment engineering, wastewater treatment engineering, surface water engineering and GIS mapping services. This Division is currently staffed by 7.0 FTE.

**Parks and Facilities Division:** Parks and Facilities provide maintenance and operations of the City's 9 parks and building facilities. This Division is currently staffed by 5.0 FTE, and summer temporary workers. Typical services include custodial cleaning, building maintenance, park grounds maintenance, park structure maintenance, project management of parks/facilities improvement projects, and parks facility reservations.

**2009 Goals:**

- ◆ **Complete Replacement of the South Zone Reservoir Covers:** Install new covers over the South Zone Reservoirs to replace the existing protective covers which are past their useful life.
- ◆ **Complete Reconstruction of South 4<sup>th</sup> Street Retaining Wall:** Design and construct a replacement retaining wall on South side of 4<sup>th</sup> to replace the failed existing wall.
- ◆ **Seek Funding for the Wastewater Treatment Plant Improvements:** Complete the design and continue to seek additional funding for construction.
- ◆ **Complete Design and Begin Construction of CSO Reduction Improvements:** Begin construction of the CSO Reduction Improvements.
- ◆ **Complete Emerson School Pedestrian Safety Improvements:** Design and construct the last phase of a cooperative agreement with Snohomish Schools to improve pedestrian safety at Emerson School.
- ◆ **Obtain Court Order for Blackmans Lake Level:** Using the information obtained in the recently completed Blackmans Lake level report, file the required paperwork to obtain a lake level Court Order.
- ◆ **Obtain Right of Way for the Centennial Trail Extension:** Continue to work with BNSF and other property owners to obtain remaining right of way for the Centennial Trail extension, from Second Street to Maple Ave.
- ◆ **Complete Sidewalk Design for Missing Links:** Designing and construct high priority segment of sidewalk.
- ◆ **Complete Design of Segments 2 & 3:** Undertake the design of Segments 2 & 3 of the Cemetery Creek Trunk Line.
- ◆ **Complete and Obtain Council Approval of Update of Engineering Standards:** Completion the update of the existing City of Snohomish Engineering Standards.
- ◆ **Conduct Water Comprehensive Plan Update:** Evaluate needed improvements which the City must make over the next twenty years in order to respond to present deficiencies and future expected growth and to meet the requirements of the Department of Health.
- ◆ **Obtain Council Approval for 2005 Department of Ecology Stormwater Management Manual:** As a condition of the City's Phase II Municipal Stormwater Permit, obtain Council Approval for use of the 2005 Stormwater Management Manual.

**SERVICE STANDARDS  
ENGINEERING SERVICES**

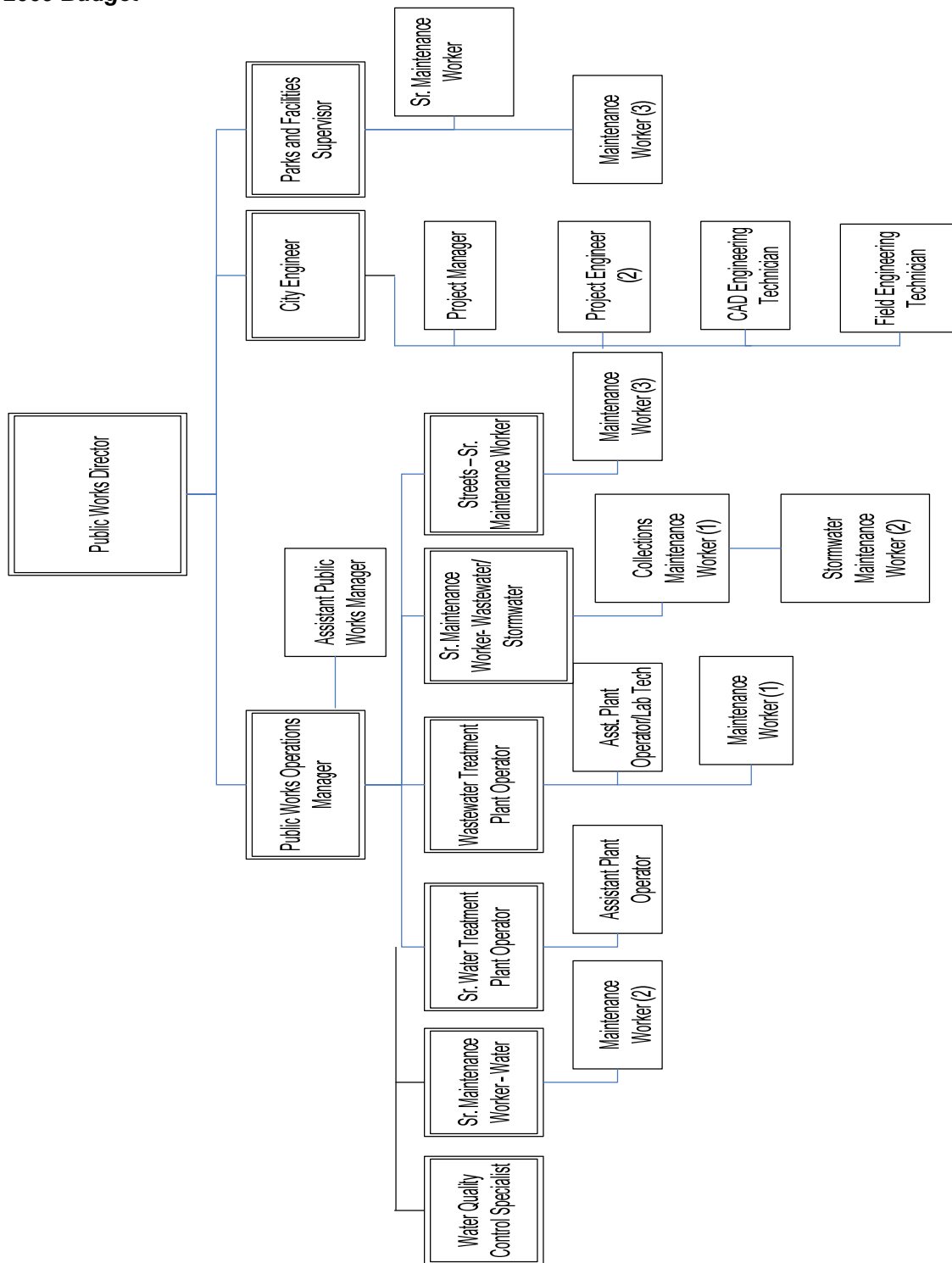
<b>Service</b>	<b>Level</b>
<b>Public Contact</b>	One division staff member will be available to the public at all times during normal working hours.
<b>Engineering Complaints</b>	Respond to written engineering-related Citizen complaints within 3 working days of notification.
<b>Capital Project Design</b>	Ensure Capital Project design and construction meet City standards.
<b>Capital Facility Projects</b>	Develop and manage Capital Improvement projects and budgeting within budget development deadlines.
<b>Development Review and Inspection</b>	Ensure site plans and civil plans for development are designed and constructed to City standards.
<b>Review Building Permits</b>	Process single family permits within one month and commercial permits within 120 days.
<b>Review Land Use Applications</b>	Decision within 120 days of the submittal of a complete application.
<b>Site Inspections</b>	Respond within 24 hours of notification.
<b>Engineering Technical Support</b>	Provide technical Engineering support for City and Public Works management.
<b>Permit Modifications</b>	Review and respond to permit modification requests within 10 working days.
<b>Document Street Condition</b>	Document City street condition once every 4 years.
<b>Regulator Warnings</b>	Respond to Regulatory Warnings within 48 hours.
<b>GIS Map Requests</b>	Provide requested map within 5 working days.

**SERVICE STANDARDS  
PUBLIC WORKS DIVISION**

<b>Service</b>	<b>Level</b>
<b>Customer Phone Response</b>	Return phone calls within one working day.
<b>Street Sweeping</b>	Sweep all streets within City limits at least six times per year.
<b>Pothole Repairs</b>	Repair reported pothole within two weeks after notice.
<b>Street Sign Maintenance</b>	Replace damaged or removed stop signs within 24 hours of notice and others as soon as possible.
<b>Snow and Ice Removal</b>	Sand streets, as determined necessary by the Police Department within four hours of notice on arterials.
<b>Drainage Ditch/Culverts</b>	Clear reported obstructions within two working days.
<b>Storm Drainage Control</b>	Identify and repair local storm drainage problems in-house if possible.
<b>New Water Meter Services</b>	Install new meters within two weeks of request.
<b>Wastewater Treatment</b>	Comply with State permit standards (within the constraints of the Plant).
<b>Wastewater Lift Stations</b>	Inspect each lift station three times a week.
<b>Water Treatment Plant</b>	Deliver water meeting State standards seven days a week.
<b>Dead-end Water Mains</b>	Flush each dead-end water line as needed.
<b>Pavement Striping</b>	Paint all centerlines and fog lines once each year.
<b>Vegetation Control</b>	Respond to vegetation removal requests within forty-five days, Law Enforcement hazards within two days.
<b>Utility Locates</b>	Respond to requests for utility locates within two working days.
<b>Cross Connection/sewer Pretreatment</b>	Annually certify proper cross-connection/ pretreatment meets City and State requirements.
<b>Exercise Valves and Hydrants</b>	Annually exercise 50% of the water system valves and flush 50% of the City hydrants.

**SERVICE STANDARDS  
PARKS AND FACILITIES DIVISION**

<b>Service</b>	<b>Level</b>
<b>Building Structural Maintenance</b>	Repair functional damage within 1 week of notification.
<b>Building Lighting Maintenance</b>	Replace faulty lights within 3 days of notification.
<b>Building Mechanical Maintenance</b>	Respond to heating or plumbing system discrepancies within 1 day of notification.
<b>Office Custodial Maintenance</b>	Service City Hall trash, vacuum, and clean restrooms 3 days a week. Service Police Department 5 days a week.
<b>Mow Park Lawn Spaces</b>	Maintain lawn areas no higher than 4-inches of growth.
<b>Parks and Grounds Landscaping</b>	Trim, fertilize and irrigate as needed to maintain plant survival.
<b>Building or Parks Vandalism Repair</b>	Remove offensive graffiti within 24 hours of notification. Repair minor vandalism within 1 month of occurrence.
<b>Recreational Field Reservations</b>	Respond to reservation requests within 2 days.
<b>Public Restroom Custodial Maintenance</b>	Clean public restrooms daily.
<b>Special Event Preparations</b>	Provide preparations prior to start of event.



**FUND: 001 General**  
**DEPT: 140 Public Works**

Acct: 532 20		Engineering and Public Works Adm.		
Object Code and Purpose	2008 Budget	2008 Year Est	2009 Budget	Overview of Strategic Planning Goals
10 Salaries And Wages.....	<b>537,508</b>	<b>479,364</b>	<b>556,673</b>	
11 Regular Pay	534,508	472,364	549,673	
12 Overtime Pay	3,000	7,000	7,000	
<b>Cost Summary of Significant Changes</b>				
20 Personnel Benefits.....	<b>157,598</b>	<b>145,153</b>	<b>178,411</b>	<i>Increases</i>
21 Social Security	46,615	36,671	42,585	\$39,978 Salaries & Benefits for PW admin & Engineering.
22 Retirement	24,489	34,091	44,965	
23 Health Insurance	81,781	71,591	79,712	
24 Disability Insurance	3,913	2,100	10,349	
26 Uniforms	800	700	800	
<b>Details and Notes</b>				
30 Supplies.....	<b>11,600</b>	<b>13,200</b>	<b>11,500</b>	<i>42 Communications</i>
31 Operating Supplies	7,000	5,700	6,500	10 Postage 600
32 Vehicle Fuel	-	-	-	20 Telephone 6,000
33 Supplies for Resale	-	-	-	6,600
35 Minor Equipment	4,600	7,500	5,000	<i>49 Miscellaneous Services</i>
39 Other Supplies	-	-	-	10 Dues and Subscriptions 2,000
40 Services.....	<b>65,950</b>	<b>92,165</b>	<b>73,500</b>	20 Educations & Training 6,500
41 Professional Services	20,000	45,000	25,000	30 Other 1,500
* 42 Communications	4,650	7,690	6,600	10,000
43 Travel and Subsistence	4,000	2,150	3,500	<i>60 Capital Outlay</i>
44 Advertising	300	-	300	64 00 Machinery & Equipment 4,000
45 Operating Rentals	27,600	27,600	27,600	4,000
46 Insurance	-	-	-	<i>90 Interfund Transfers</i>
47 Utility Services	-	-	-	91 10 Eq. Rental (501) 6,131
48 Repair and Maintenance	500	-	500	95 15 Info. Services (502) 51,464
* 49 Other Services	8,900	9,725	10,000	99 10 Equip Replacement (502) 8,030
50 Intergovtmntl Services.....	-	-	-	99 00 Eq. Rplcmt (505) 4,301
*60 Capital Outlays.....	<b>6,000</b>	-	<b>4,000</b>	69,926
70/80 Debt Payments.....	-	-	-	
90 Interfund Transfers.....	<b>71,355</b>	<b>71,385</b>	<b>69,926</b>	
<b>TOTAL Engineering/PW Admin.</b>	<b>850,011</b>	<b>801,267</b>	<b>894,010</b>	

**City of Snohomish**  
**2009 Budget**  
**FUND: 001 General**  
**DEPT: 140 Public Works**

Acct: 518 30		Building And Grounds		
Object Code and Purpose	2008 Budget	2008 Year Est	2009 Budget	Overview of Strategic Planning Goals
10 Salaries And Wages.....	<b>172,520</b>	<b>145,778</b>	<b>155,043</b>	
11 Regular Pay	170,520	143,778	153,043	
12 Overtime Pay	2,000	2,000	2,000	
				<b>Cost Summary of Significant Changes</b>
20 Personnel Benefits.....	<b>54,111</b>	<b>63,472</b>	<b>64,573</b>	<i>Increases</i>
21 Social Security	9,874	11,152	11,861	\$21,562 for Utility Services
22 Retirement	4,715	9,582	12,478	
23 Health Insurance	31,706	35,350	31,934	
24 Disability Insurance	5,716	5,288	6,050	
26 Uniforms	2,100	2,100	2,250	
				<b>Details and Notes</b>
30 Supplies.....	<b>14,600</b>	<b>21,500</b>	<b>21,600</b>	<i>31 Operating Supplies</i>
* 31 Operating Supplies	8,600	15,500	15,600	00 Office Supplies 600
32 Vehicle Fuel	-	-	-	10 Operating Supplies 15,000
33 Supplies for Resale	-	-	-	15,600
35 Minor Equipment	6,000	6,000	6,000	<i>41 Professional Services</i>
39 Other Supplies	-	-	-	00 Professional Services 10,000
				10 Janitorial Services 33,600
				43,600
40 Services.....	<b>158,000</b>	<b>157,519</b>	<b>174,012</b>	<i>47 Utility Services</i>
* 41 Professional Services	40,000	40,000	43,600	<i>(City Hall, Police, Library, City Shop)</i>
42 Communications	7,300	8,033	7,650	10 Electricity 49,500
43 Travel and Subsistence	500	500	500	30 Natural Gas 10,000
44 Advertising	200	200	200	40 Water/Sewer 39,562
45 Equipment Rental	5,000	5,000	5,000	99,062
46 Insurance	-	-	-	
* 47 Utility Services	77,500	88,468	99,062	<i>48 - Other Services</i>
48 Repair and Maintenance	25,000	12,500	15,000	48 00 Other Repairs and Maint. 15,000
* 49 Other Services	2,500	2,818	3,000	15,000
50 Intergovtmntl Services.....	-	-	-	
*60 Capital Outlays.....	-	-	-	<i>49 - Miscellaneous</i>
				49 10 Dues and Subscriptions 1,000
				49 20 Education and Training 2,000
70/80 Debt Payments.....	-	-	-	3,000
				<i>90 - Interfund Transfers</i>
90 Interfund Transfers.....	<b>7,124</b>	<b>7,124</b>	<b>3,415</b>	91 15 Infor. Services (502) 2,993
				99 10 Equip. Replacement (502) 422
<b>TOTAL Buildings and Grounds</b>	<b>406,355</b>	<b>395,393</b>	<b>418,643</b>	3,415

**FUND: 001 General  
DEPT: 140 Public Works**

Acct: 576 80				Parks
Object Code and Purpose	2008 Budget	2008 Year Est	2009 Budget	Overview of Strategic Planning Goals
10 Salaries And Wages.....	170,444	174,764	184,309	
11 Regular Pay	163,724	168,044	177,309	
12 Overtime Pay	6,720	6,720	7,000	
<b>Cost Summary of Significant Changes</b>				
20 Personnel Benefits.....	66,684	66,454	67,562	<i>Increases</i>
21 Social Security	13,039	13,369	14,100	\$28,000 Operating Supplies
22 Retirement	9,227	9,921	12,478	\$14,000 Capital Outlays
23 Health Insurance	37,090	35,350	31,934	\$14,743 Salaries & Benefits for Parks Employees.
24 Disability Insurance	4,828	5,288	6,050	
26 Uniforms	2,500	2,526	3,000	
<b>Details and Notes</b>				
30 Supplies.....	14,610	30,729	41,300	<i>41 Professional Services</i>
31 Operating Supplies	14,610	29,419	30,300	00 Misc. Services <span style="float: right;">10,000</span>
32 Vehicle Fuel	-	-	-	10,000
33 Supplies for Resale	-	-	-	
35 Minor Equipment	-	1,310	11,000	<i>42 Communications</i>
39 Other Supplies	-	-	-	10 Postage <span style="float: right;">250</span>
				20 Telephone <span style="float: right;">450</span>
				700
40 Services.....	82,650	67,150	76,000	<i>49 Other Services</i>
* 41 Professional Services	10,000	10,000	10,000	10 Misc. Services <span style="float: right;">2,500</span>
* 42 Communications	700	700	700	20 Education/Training <span style="float: right;">2,000</span>
43 Travel and Subsistence	450	450	500	4,500
44 Advertising	500	500	500	
45 Equipment Rental	1,500	1,000	1,500	<i>60 Capital Outlays</i>
46 Insurance	-	-	-	61 00 Land Improvements <span style="float: right;">10,000</span>
47 Utility Services	45,000	42,000	48,300	62 00 Buildings & Structures <span style="float: right;">10,000</span>
* 48 Repair and Maintenance	20,000	10,000	10,000	64 00 Machinery & Equipment <span style="float: right;">6,000</span>
* 49 Other Services	4,500	2,500	4,500	26,000
*50 Intergovtntl Services.....	-	-	-	<i>90 Interfund Transfers</i>
*60 Capital Outlays.....	32,000	12,000	26,000	91 10 Eq. Rental (501) <span style="float: right;">34,779</span>
70/80 Debt Payments.....	-	-	-	99 00 Eq. Rplcmt (505) <span style="float: right;">15,549</span>
*90 Interfund Transfers.....	44,164	44,164	50,328	50,328
<b>TOTAL Parks</b>	<b>410,552</b>	<b>395,261</b>	<b>445,499</b>	

**City of Snohomish**  
**2009 Budget**  
**FUND: 102 Streets**  
**DEPT: 140 Public Works**

Acct: 542 90		PW OPS Administration		
Object Code and Purpose	2008 Budget	2008 Year Est	2009 Budget	Overview of Strategic Planning Goals
10 Salaries And Wages.....	<b>15,013</b>	<b>11,764</b>	<b>14,127</b>	
11 Regular Pay	15,013	11,764	14,127	
12 Overtime Pay	-	-	-	
				<b>Cost Summary of Significant Changes</b>
20 Personnel Benefits.....	<b>4,082</b>	<b>4,046</b>	<b>6,501</b>	This division to account for 10% of PW Ops Manager and Assistant Manager (remainder in utilities)
21 Social Security	1,150	888	1,081	Decreases
22 Retirement	816	839	1,004	\$250,000 Interfund Transfers - none for Overlays in 2009.
23 Health Insurance	1,576	1,780	2,730	
24 Disability Insurance	340	325	451	<b>Details and Notes</b>
26 Uniforms	200	214	1,235	
				<i>90 Interfund Transfers</i>
30 Supplies.....	<b>1,940</b>	<b>1,940</b>	<b>1,980</b>	Street Imp. Overlays (from gas tax)
31 Operating Supplies	1,440	1,440	100	1/3 of portables office space at shop
32 Vehicle Fuel	-	-	-	
33 Supplies for Resale	-	-	-	
35 Minor Equipment	500	500	1,880	
39 Other Supplies	-	-	-	
40 Services.....	<b>150</b>	<b>150</b>	<b>500</b>	
41 Professional Services	-	-	-	
42 Communications	-	-	-	
43 Travel and Subsistence	100	100	300	
44 Advertising	-	-	-	
45 Equipment Rental	-	-	-	
46 Insurance	-	-	-	
47 Utility Services (Street Light)	-	-	-	
48 Repair and Maintenance	-	-	-	
49 Other Services	50	50	200	
50 Intergovtmntl Services.....	-	-	-	
60 Capital Outlays.....	<b>5,300</b>	<b>1,800</b>	-	
70/80 Debt Payments.....	-	-	-	
*90 Interfund Transfers.....	<b>250,000</b>	<b>250,000</b>	-	
<b>TOTAL PW Ops Admin</b>	<b>276,485</b>	<b>269,700</b>	<b>23,108</b>	

**FUND: 102 Streets**  
**DEPT: 140 Public Works**

Acct: 542 30		Street Maintenance		
Object Code and Purpose	2008 Budget	2008 Year Est	2009 Budget	Overview of Strategic Planning Goals
10 Salaries And Wages.....	154,895	142,235	163,973	
11 Regular Pay	153,095	140,435	162,093	
12 Overtime Pay	1,800	1,800	1,880	
<b>Cost Summary of Significant Changes</b>				
20 Personnel Benefits.....	49,079	51,043	65,973	<i>Increases</i>
21 Social Security	11,712	10,881	12,544	\$ 24,852 Salary and Benefits
22 Retirement	8,213	10,139	13,297	
23 Health Insurance	22,495	23,661	30,227	
24 Disability Insurance	4,809	5,062	6,735	
26 Uniforms	1,850	1,300	3,170	
<b>Details and Notes</b>				
30 Supplies.....	52,250	51,250	53,500	<i>41 Professional Services</i>
31 Operating Supplies	7,100	7,100	7,500	00 Street Sweeping 25,000
32 Vehicle Fuel	-	-	-	10 Snow and Ice Removal 5,000
34 Asphalt, Sand, Concrete	32,150	31,150	33,000	40 Other Professional Serv. 2,000
35 Minor Equipment	13,000	13,000	13,000	<u>32,000</u>
39 Other Supplies	-	-	-	<i>49 Other Services</i>
40 Services.....	77,100	74,600	67,850	10 Dues and Subscriptions 200
* 41 Professional Services	32,000	30,500	32,000	20 Education/Training 1,500
42 Communications	1,000	1,200	1,250	30 Misc. Services 6,200
43 Travel and Subsistence	1,000	500	1,000	40 Security Improvements -
44 Advertising	200	-	200	<u>7,900</u>
45 Equipment Rental	7,500	7,500	7,500	<i>90 Interfund Transfers</i>
46 Insurance	-	-	-	91 10 Eqpmt. Rental (501) 88,333
47 Utility Services	-	-	-	91 15 Info. Srvs. (502) 3,109
48 Repair and Maintenance	18,000	32,500	18,000	99 10 Equip Replacement (502) 330
* 49 Other Services	17,400	2,400	7,900	99 00 Eq. Replcmt. (505) 31,135
50 Intergovtmtl Services.....	-	-	-	91 00 Finance Allocation 2,241
60 Capital Outlays.....	3,500	-	-	91 00 Engineering Allocation 119,157
70/80 Debt Payments.....	-	-	-	<u>244,305</u>
*90 Interfund Transfers.....	215,681	215,681	244,305	
<b>TOTAL Street Maintenance</b>	<b>552,505</b>	<b>534,809</b>	<b>595,601</b>	

**City of Snohomish**  
**2009 Budget**  
**FUND: 102 Streets**  
**DEPT: 140 Public Works**

Acct: 542 60		Traffic and Pedestrian Safety		
Object Code and Purpose	2008 Budget	2008 Year Est	2009 Budget	Overview of Strategic Planning Goals
10 Salaries And Wages.....	55,215	46,451	50,765	
11 Regular Pay	53,215	44,451	48,565	
12 Overtime Pay	2,000	2,000	2,200	
<b>Cost Summary of Significant Changes</b>				
20 Personnel Benefits.....	17,670	22,819	24,975	<i>Increases</i>
21 Social Security	4,071	3,401	3,884	
22 Retirement	3,043	3,209	4,109	
23 Health Insurance	7,882	12,815	13,933	
24 Disability Insurance	1,674	1,844	2,149	
26 Uniforms	1,000	1,550	900	
<b>Details and Notes</b>				
30 Supplies.....	50,200	50,200	50,500	<i>49 Miscellaneous Services</i>
31 Operating Supplies	43,200	43,200	43,500	20 Education/Training 1,500
32 Vehicle Fuel	-	-	-	<i>50 Intergovernmental Services</i>
33 Supplies for Resale	-	-	-	51 10 Traffic Signal Maint. 12,000
35 Minor Equipment	7,000	7,000	7,000	51 20 Co. Paint Stripping 11,500
39 Other Supplies	-	-	-	51 30 Co. Thermoplastic 5,000
				28,500
40 Services.....	64,500	68,590	70,500	
41 Professional Services	-	96	-	-
42 Communications	-	-	-	
43 Travel and Subsistence	-	-	-	
44 Advertising	-	-	-	
45 Equipment Rental	-	-	-	
46 Insurance	-	-	-	
47 Utility Services (Street Light)	62,500	67,000	68,000	
48 Repair and Maintenance	-	994	1,000	
* 49 Other Services	2,000	500	1,500	
*50 Intergovtmntl Services.....	25,000	27,000	28,500	
60 Capital Outlays.....	-	-	-	
70/80 Debt Payments.....	-	-	-	
*90 Interfund Transfers.....	5,118	5,118	-	
<b>TOTAL Traffic/Ped. Safety</b>	<b>217,703</b>	<b>220,178</b>	<b>225,240</b>	

**FUND: 401 Water**  
**DEPT: 140 Public Works**

<b>Acct: 534 10</b>		<b>Water Administration</b>		
Object Code and Purpose	2008 Budget	2008 Year Est	2009 Budget	<b>Overview of Strategic Planning Goals</b>
10 Salaries And Wages.....	<b>45,040</b>	<b>35,293</b>	<b>42,382</b>	
11 Regular Pay	45,040	35,293	42,382	
12 Overtime Pay	-	-	-	
				<b>Cost Summary of Significant Changes</b>
20 Personnel Benefits.....	<b>10,049</b>	<b>12,099</b>	<b>19,623</b>	
21 Social Security	3,454	2,666	3,242	This Division for Administration
22 Retirement	245	2,517	3,134	Includes 30% of PW Ops Manager & Asst. Manager
23 Health Insurance	4,729	5,341	8,190	
24 Disability Insurance	1,021	975	1,352	
26 Uniforms	600	600	3,705	
				<b>Details and Notes</b>
30 Supplies.....	<b>5,820</b>	<b>4,320</b>	<b>3,700</b>	
31 Operating Supplies	4,320	4,320	1,000	
32 Vehicle Fuel	-	-	-	<i>49 Other Services</i>
33 Supplies for Resale	-	-	-	20 Education/Training
35 Minor Equipment	1,500	-	2,700	600
39 Other Supplies	-	-	-	
40 Services.....	<b>450</b>	<b>-</b>	<b>2,640</b>	
41 Professional Services	-	-	1,140	
42 Communications	-	-	600	
43 Travel and Subsistence	300	300	300	
44 Advertising	-	-	-	
45 Equipment Rental	-	-	-	
46 Insurance	-	-	-	
47 Utility Services	-	-	-	
48 Repairs and Maintenance	-	-	-	
* 49 Other Services	150	150	600	
50 Intergovtmtl Services.....	-	-	-	
60 Capital Outlays.....	<b>5,400</b>	<b>4,500</b>	<b>-</b>	
70/80 Debt Payments.....	-	-	-	
90 Interfund Transfers.....	-	-	-	
<b>TOTAL Water Administration</b>	<b>66,759</b>	<b>56,212</b>	<b>68,345</b>	

**City of Snohomish**  
**2009 Budget**  
**FUND: 401 Water**  
**DEPT: 140 Public Works**

Acct: 534 80		Water Distribution		
Object Code and Purpose	2008 Budget	2008 Year Est	2009 Budget	Overview of Strategic Planning Goals
10 Salaries And Wages.....	<b>183,271</b>	<b>173,461</b>	<b>196,153</b>	
11 Regular Pay	176,771	171,661	189,653	
12 Overtime Pay	6,500	1,800	6,500	
				<b>Cost Summary of Significant Changes</b>
20 Personnel Benefits.....	<b>61,685</b>	<b>74,733</b>	<b>95,131</b>	<i>Increases</i>
21 Social Security	13,524	13,270	15,006	\$46,328 Salaries and Benefits
22 Retirement	7,497	11,709	16,060	\$48,500 Supplies
23 Health Insurance	32,265	39,743	51,167	
24 Disability Insurance	4,949	7,137	9,298	
26 Uniforms	3,450	2,874	3,600	
				<b>Details and Notes</b>
30 Supplies.....	<b>241,500</b>	<b>412,500</b>	<b>290,000</b>	<i>41 Professional Services</i>
31 Operating Supplies	86,500	86,500	80,000	10 Engineering Svcs 5,000
32 Vehicle Fuel	-	-	-	20 Legal Services 2,000
* 33 Supplies for Resale	140,000	320,000	200,000	30 Meters 20,000
35 Minor Equipment	15,000	6,000	10,000	<i>49 Other Services</i>
39 Other Supplies	-	-	-	10 Dues & Sub/Ed & Training 4,700
40 Services.....	<b>138,095</b>	<b>133,900</b>	<b>170,900</b>	20 Security Improvements -
* 41 Professional Services	11,500	75	27,000	30 Miscellaneous Svcs 24,000
42 Communications	1,885	15,085	10,200	40 Water Quality Tests 11,000
43 Travel and Subsistence	1,500	300	2,000	39,700
44 Advertising	-	-	-	<i>50 Intergovernmental Services</i>
45 Equipment Rental	10,000	3,500	8,000	00 Utility Tax/Permit Fees 90,300
* 46 Insurance	18,710	18,440	19,000	90,300
47 Utility Services	5,000	18,000	7,000	<i>60 Capital Outlay</i>
48 Repairs and Maintenance	58,000	40,000	58,000	64 Other Improvements 2,000
* 49 Other Services	31,500	38,500	39,700	<i>70 Debt Service</i>
*50 Intergovtmntl Services.....	<b>83,000</b>	<b>80,000</b>	<b>90,300</b>	10 1990A Revenue Bonds 110,670
*60 Capital Outlays.....	<b>14,800</b>	<b>500</b>	<b>2,000</b>	10 PWTF - Water Tank -
*70/80 Debt Payments.....	<b>142,323</b>	<b>144,679</b>	<b>110,670</b>	110,670
*90 Interfund Transfers.....	<b>352,851</b>	<b>352,851</b>	<b>363,385</b>	<i>90 Interfund Transfers</i>
TOTAL Water Distribution	<b>1,217,525</b>	<b>1,372,624</b>	<b>1,318,539</b>	91 10 Equip. Rental (501) 106,049
				91 15 Info. Svcs. (502) 13,355
				91 00 Financial Svcs. (001) 85,727
				91 10 Engineering Svcs (001) 114,258
				99 00 Equip. Replcmt (472) 42,483
				99 01 Equip Replacement (502) 1,513
				91 00 1/3 of Portable Office Space -
				363,385

**FUND: 401 Water**  
**DEPT: 140 Public Works**

Acct: 534 90		Water Treatment		
Object Code and Purpose	2008 Budget	2008 Year Est	2009 Budget	Overview of Strategic Planning Goals
10 Salaries And Wages.....	124,446	121,924	134,205	
11 Regular Pay	117,446	114,924	126,925	
12 Overtime Pay	7,000	7,000	7,280	
<b>Cost Summary of Significant Changes</b>				
20 Personnel Benefits.....	54,887	56,385	57,229	<i>Increases</i>
21 Social Security	8,985	9,327	10,267	\$12,101 Salaries and Benefits
22 Retirement	6,401	8,298	11,177	
23 Health Insurance	34,434	32,770	28,644	
24 Disability Insurance	3,167	4,405	5,341	
26 Uniforms	1,900	1,585	1,800	
<b>Details and Notes</b>				
<i>Details and Notes</i>				
30 Supplies.....	45,400	31,400	46,500	<i>31 Operating Supplies</i>
* 31 Operating Supplies	38,000	24,000	33,500	10 Chemicals 28,000
32 Vehicle Fuel	-	-	-	20 Supplies 5,500
33 Supplies for Resale	-	-	-	33,500
35 Minor Equipment	7,400	7,400	13,000	<i>41 Professional Services</i>
39 Other Supplies	-	-	-	00 Misc. Services 7,500
				7,500
				<i>49 Other Services</i>
40 Services.....	75,760	68,050	77,600	10 Dues/Subscriptions -
* 41 Professional Services	7,500	7,500	7,500	20 Education/Training 2,000
42 Communications	3,300	4,000	4,200	30 Misc. Services 1,000
43 Travel and Subsistence	2,000	750	1,200	00 Security Improvements -
44 Advertising	-	-	-	3,000
45 Equipment Rental	3,700	1,200	3,700	
46 Insurance	-	-	-	<i>50 Intergovernmental Services</i>
47 Utility Services	20,000	18,000	28,000	51 00 Water Quality Tests 3,000
48 Repair and Maintenance	22,160	20,000	30,000	
* 49 Other Services	17,100	16,600	3,000	<i>70/80 Debt Payments</i>
*50 Intergovtmntl Services.....	3,000	1,033	3,000	78 00 FmHA 1981 (Prin) 41,000
				83 00 FmHA 1981 (Int) 35,400
				76,400
60 Capital Outlays.....	-	-	-	
*70/80 Debt Payments.....	76,200	76,350	76,400	
90 Interfund Transfers.....	-	-	-	
<b>TOTAL Water Treatment</b>	<b>379,693</b>	<b>355,142</b>	<b>394,934</b>	

**City of Snohomish**  
**2009 Budget**  
**FUND: 402 Wastewater**  
**DEPT: 140 Public Works**

Acct: 535 10		Wastewater Administration		
Object Code and Purpose	2008 Budget	2008 Year Est	2009 Budget	Overview of Strategic Planning Goals
10 Salaries And Wages.....	<b>45,040</b>	<b>35,293</b>	<b>42,382</b>	
11 Regular Pay	45,040	35,293	42,382	
12 Overtime Pay	-	-	-	
				<b>Cost Summary of Significant Changes</b>
20 Personnel Benefits.....	<b>10,049</b>	<b>12,099</b>	<b>19,716</b>	This Division for Administration Includes 30% of PW Ops Manager & Asst. Manager
21 Social Security	3,454	2,666	3,242	
22 Retirement	245	2,517	3,227	<i>Increases</i>
23 Health Insurance	4,729	5,341	8,190	\$9667 Benefits
24 Disability Insurance	1,021	975	1,352	
26 Uniforms	600	600	3,705	
				<b>Details and Notes</b>
30 Supplies.....	<b>5,820</b>	<b>5,820</b>	<b>3,000</b>	<i>41 Professional Services</i>
31 Operating Supplies	4,320	4,320	300	0 Misc. Services 1,140
32 Vehicle Fuel	-	-	-	
33 Supplies for Resale	-	-	-	
35 Minor Equipment	1,500	1,500	2,700	<i>49 Other Services</i>
39 Other Supplies	-	-	-	20 Education/Training 600
40 Services.....	<b>450</b>	-	<b>2,640</b>	
41 Professional Services	-	-	1,140	
42 Communications	-	-	600	
43 Travel and Subsistence	300	300	300	
44 Advertising	-	-	-	
45 Equipment Rental	-	-	-	
46 Insurance	-	-	-	
47 Utility Services	-	-	-	
48 Repairs and Maintenance	-	-	-	
* 49 Other Services	150	150	600	
50 Intergovtmntl Services.....	-	-	-	
60 Capital Outlays.....	<b>5,400</b>	<b>4,400</b>	-	
70/80 Debt Payments.....	-	-	-	
90 Interfund Transfers.....	-	-	-	
<b>TOTAL Wastewater Admin</b>	<b>66,759</b>	<b>57,612</b>	<b>67,738</b>	

**FUND: 402 Wastewater**  
**DEPT: 140 Public Works**

Acct: 535 80		Wastewater Collection		
Object Code and Purpose	2008 Budget	2008 Year Est	2009 Budget	Overview of Strategic Planning Goals
10 Salaries And Wages.....	99,967	152,478	159,259	
11 Regular Pay	92,967	145,478	149,359	
12 Overtime Pay	7,000	7,000	9,900	
<b>Cost Summary of Significant Changes</b>				
20 Personnel Benefits.....	53,499	57,173	64,130	<i>Increases</i>
21 Social Security	7,094	11,665	12,183	\$69,923 Salaries and Benefits
22 Retirement	4,855	9,978	12,875	\$21,424 Interfund Transfers
23 Health Insurance	36,706	28,898	31,454	
24 Disability Insurance	2,844	5,086	5,818	
26 Uniforms	2,000	1,546	1,800	
<b>Details and Notes</b>				
30 Supplies.....	25,000	25,000	23,600	41 00 Engineering Services 8,000
31 Operating Supplies	17,500	17,500	20,800	20 Legal Services 8,000
32 Vehicle Fuel	-	-	-	30 State Audit -
33 Supplies for Resale	-	-	-	00 Feasibility Study 38,000
35 Minor Equipment	7,500	7,500	2,800	54,000
39 Other Supplies	-	-	-	42 Communications
40 Services.....	169,160	151,035	167,100	00 Communication 3,200
* 41 Professional Services	43,000	20,500	54,000	10 Postage 4,000
* 42 Communications	8,300	17,200	9,200	20 Telephone 2,000
43 Travel and Subsistence	1,000	850	1,000	9,200
44 Advertising	-	-	-	50 Intergovernmental Services
45 Equipment Rental	-	-	-	53 00 Utility Excise Tax 60,000
46 Insurance	18,710	18,440	19,000	60,000
47 Utility Services	30,000	26,000	30,000	70/80 Debt Payments
48 Repair and Maintenance	50,000	50,000	50,000	72 10 1996 A Rev (Prin) 105,000
49 Other Services	18,150	18,045	3,900	83 10 1996 A Rev (Int) 5,670
*50 Intergovtmntl Services.....	55,000	60,000	60,000	110,670
*60 Capital Outlays.....	-	-	3,000	90 Interfund Transfers
*70/80 Debt Payments.....	108,280	110,970	110,670	91 00 Finance Services (001) 86,653
*90 Interfund Transfers.....	217,952	217,952	239,376	91 10 Engineering Services (001) 112,405
TOTAL Wastewater Collection	728,858	774,608	827,135	91 20 Equipment Rental M/O501 17,359
				91 00 Information Serv M/O502 14,276
				99 01 Equip Replacement (502) 2,716
				96 00 Equipment Replacement 5,967
				99 00 System Replacement (473) -

**City of Snohomish**  
**2009 Budget**  
**FUND: 402 Wastewater**  
**DEPT: 140 Public Works**

Acct: 535 85		Wastewater Treatment		
Object Code and Purpose	2008 Budget	2008 Year Est	2009 Budget	Overview of Strategic Planning Goals
10 Salaries And Wages.....	<b>157,131</b>	<b>157,998</b>	<b>184,849</b>	
11 Regular Pay	152,131	154,998	169,849	
12 Overtime Pay	5,000	3,000	15,000	
				<b>Cost Summary of Significant Changes</b>
20 Personnel Benefits.....	<b>79,175</b>	<b>76,403</b>	<b>88,445</b>	<i>Increases</i>
21 Social Security	11,638	12,087	14,141	\$36,988 Salaries and Benefits
22 Retirement	7,863	11,191	15,390	\$23,000 Professional Services
23 Health Insurance	51,933	45,588	49,648	\$191,281 Debt Payments
24 Disability Insurance	4,741	5,637	6,566	
26 Uniforms	3,000	1,900	2,700	
				<b>Details and Notes</b>
30 Supplies.....	<b>56,450</b>	<b>56,500</b>	<b>61,000</b>	<i>40 Services</i>
31 Operating Supplies	47,000	47,050	52,000	41 Post remediation monitoring 23,000
32 Vehicle Fuel	-	-	-	
33 Supplies for Resale	-	-	-	<i>49 Other Services</i>
35 Minor Equipment	9,450	9,450	9,000	10 Dues/Subscriptions 250
39 Other Supplies	-	-	-	20 Education/Training 3,500
				00 Security Improvements -
				3,750
40 Services.....	<b>200,070</b>	<b>188,645</b>	<b>220,500</b>	<i>50 Intergovernmental</i>
41 Professional Services	-	17,499	23,000	51 11 WW Discharge Permit 10,500
42 Communications	3,070	2,620	2,750	51 20 Wastewater Testing 15,000
43 Travel and Subsistence	1,500	500	1,500	25,500
44 Advertising	-	-	-	
45 Equipment Rental	8,000	4,000	6,000	<i>70/80 Debt Payments</i>
46 Insurance	-	-	-	78 00 SRF Loan Principal 551,948
47 Utility Services	104,250	122,500	123,500	78 00 Recd Loan WWTP Principal 91,875
48 Repair and Maintenance	65,000	20,075	60,000	78 10 Recd CSO Principal 95,625
* 49 Other Services	18,250	21,451	3,750	78 10 Recd Loan Principal 14,322
				83 10 Recd Loan Interest-WWTP 1,868
*50 Intergovtmntl Services.....	<b>27,500</b>	<b>24,100</b>	<b>25,500</b>	78 10 Recd Loan Interest CSO ph 1 1,913
				83 20 Recd Bond Interest 44,078
*60 Capital Outlays.....	<b>1,000</b>	<b>1,000</b>	<b>3,500</b>	801,629
*70/80 Debt Payments.....	<b>610,348</b>	<b>613,379</b>	<b>801,629</b>	
*90 Interfund Transfers.....	-	-	-	
<b>TOTAL Wastewater Treatment</b>	<b>1,131,674</b>	<b>1,118,025</b>	<b>1,385,423</b>	

**FUND: 404 Storm Water Management**  
**DEPT: 140 Public Works**

Acct: 542 40		Stormwater Management		
Object Code and Purpose	2008 Budget	2008 Year Est	2009 Budget	Overview of Strategic Planning Goals
10 Salaries And Wages.....	132,409	124,163	136,066	
11 Regular Pay	130,409	122,163	132,066	
12 Overtime Pay	2,000	2,000	4,000	
<b>Cost Summary of Significant Changes</b>				
20 Personnel Benefits.....	30,239	55,518	67,678	<i>Increases</i>
21 Social Security	9,985	9,465	10,409	\$41,096 Salaries and Benefits
22 Retirement	4,710	8,789	10,745	\$11,650 Other Services
23 Health Insurance	8,760	30,459	34,997	\$40,354 Interfund Transfers
24 Disability Insurance	4,334	4,653	5,622	
26 Uniforms	2,450	2,152	5,905	
<b>Details and Notes</b>				
<i>Details and Notes</i>				
30 Supplies.....	20,820	20,820	19,000	<i>41 Professional Services</i>
31 Operating Supplies	14,320	14,320	11,300	00 Other Prof. Services 10,000
32 Vehicle Fuel	-	-	-	Engineering Services 5,000
33 Supplies for Resale	-	-	-	Misc. Services 1,140
35 Minor Equipment	6,500	6,500	7,700	20 Street Sweeping 25,000
39 Other Supplies	-	-	-	49 41,140
40 Services.....	87,800	63,971	97,840	20 Education/Training 2,600
* 41 Professional Services	40,000	40,000	41,140	Operating Permit 2,200
42 Communications	1,500	1,500	2,100	Water Quality Sampling-DOE Perm 8,500
43 Travel and Subsistence	1,650	800	1,300	30 Misc. Services 1,000
44 Advertising	4,000	-	4,000	14,300
45 Equipment Rental	2,000	500	2,000	<i>50 Intergovernmental</i>
46 Insurance	-	-	-	53 00 External Tax 17,000
47 Utility Services	-	-	-	51 10 County Swale Maint. 27,500
48 Repair and Maintenance	36,000	15,000	33,000	44,500
* 49 Other Services	2,650	6,171	14,300	<i>90 Interfund Transfers</i>
50 Intergovtntl Services.....	15,000	30,500	44,500	91 00 Finance Services (001) 71,985
60 Capital Outlays.....	5,400	5,400	5,670	91 10 Engineering Services (001) 81,729
70/80 Debt Payments.....	-	-	-	91 30 Special Labor Services 91,410
*90 Interfund Transfers.....	249,058	249,058	289,412	99 02 Equip Replacement (472) 40,070
TOTAL Stormwater Management	540,726	549,430	660,166	91 15 Information Services (502) 2,993
				99 01 Equip Replacement (502) 1,225
				289,412

***PART 3***

***2009 BUDGET***

***NON-OPERATING FUNDS***



**Park Impact Fee Fund (104)**

Governmental	Special Revenue
2008 Budget	16,400
<b>2009 Budget</b>	<b>231,210</b>

The Park Impact Fee Fund (104) was created in 2006 by Ordinance 2112. Ordinance 2112 establishes a SEPA based park impact fee, which is an impact fee for new single family residential and multifamily units. Fund resources are received from beginning fund balance, park impact fees, and interest income. Fund uses are restricted to acquisition or development of new parks or park facilities. Park Impact fees not spent within six years of their collection must be returned to the payee.

Revenues

Beginning Fund Balance	180,410
Park Impact Fees	50,000
Interest Income	800

Expenditures

Ending Fund Balance	231,210
---------------------	---------

**Employee Optional Payout Fund (106)**

Governmental	Special Revenue
2008 Budget	55,712
<b>2009 Budget</b>	<b>59,320</b>

The Employee Optional Payout Fund (106) reserves monies for the payment of accrued employee annual leave and separation payouts including contractual severance pay. This fund was renamed in 2006 from the Annual Leave Reserve Fund (106) with the expanded purpose. Fund resources are received from beginning fund balance, interfund transfers, and interest income.

Revenues

Beginning Fund Balance	57,820
Interest Income	1,500

Expenditures

Ending Fund Balance	59,320
---------------------	--------

**Visitor Promotion Fund (107)**

Governmental	Special Revenue
2008 Budget	25,988
<b>2009 Budget</b>	<b>26,951</b>

The Visitor Promotion Fund accounts for monies received from the collection of Hotel/Motel tax, and spent to enhance tourism in the City of Snohomish. Resources are received in the form of beginning fund balance, Hotel/Motel tax, and interest income. Fund expenditures are restricted to tourism related activities. The City of Snohomish offers these funds, under a competitive process, to local non-profit agencies.

Revenues

Beginning Fund Balance	16,551
Hotel/Motel Taxes	10,000
Interest Income	400

Expenditures

Community Events	11,150
Snohomish Tomorrow Dues	1,150
Ending Fund Balance	15,801

**Parking Business Impr. Area Fund (108)**

Governmental	Special Revenue
2008 Budget	49,165
<b>2009 Budget</b>	<b>103,253</b>

The Business Improvement Area Fund accounts for funds associated with the Parking and Business Improvement Area. Fund resources are assessments and interest incomes. Fund uses are restricted to those allowable under R.C.W. 35.87A.

Revenues

Beginning Fund Balance	78,753
Assessments	23,000
Interest Income	1,500

Expenditures

Services for the PBIA	23,000
Ending Fund Balance	80,253

**CITY OF SNOHOMISH**  
**2009 Budget**

**Real Property Reserve Fund (110)**

Governmental	Special Revenue
2008 Budget	223,062
<b>2009 Budget</b>	<b>258,204</b>

The Real Property Reserve Fund reserves monies for the future purchase of real property for the City of Snohomish. Fund resources are received from beginning fund balance, sale of real property, interfund transfers, and interest incomes.

Revenues

Beginning Fund Balance	257,704
Interest Income	500

Expenditures

Ending Fund Balance	258,204
---------------------	---------

**Police Operational Reserves Fund (113)**

Governmental	Special Revenue
2008 Budget	39,783
<b>2009 Budget</b>	<b>40,516</b>

The Police Operational Reserve Fund accounts for monies received from drug seizures, drug investigation “buy” funds and public contributions for D.A.R.E. and capital equipment. Fund resources are received in the form of beginning fund balance, evidence confiscation, and interest income.

Revenues

Beginning Fund Balance	39,516
Interest Income	1,000

Expenditures

Other Exp.	1,500
Ending Fund Balance	39,016

**Real Estate Excise Tax Res. Fund (117)**

Governmental	Special Revenue
2008 Budget	441,206
<b>2009 Budget</b>	<b>256,112</b>

The Real Estate Excise Tax Reserve Fund accounts for the proceeds from Real Estate Excise Taxes (REET). The City of Snohomish levies by quarters authorized by R.C.W. Uses are restricted to certain municipal capital projects. Fund resources are received from beginning fund balance, Excise Tax Collections, and interest income. Uses are in the form of operating transfers to one of the capital project funds.

Revenues

Beginning Fund Balance	35,312
REET	220,000
Interest Income	800

Expenditures

Ending Fund Balance	256,112
---------------------	---------

**Municipal Capital Reserve Fund (118)**

Governmental	Special Revenue
2008 Budget	124,173
<b>2009 Budget</b>	<b>29,352</b>

The Municipal Capital Reserve Fund accounts for monies for future capital improvements. Transfers into the fund are from “unrestricted” monies, most typically from the General Fund, that the City Council finds as surplus at the end of the year. Fund resources are received in the form of beginning fund balance, Operating Transfers, and interest income.

Revenues

Beginning Fund Balance	29,102
Interest Income	250

Expenditures

Ending Fund Balance	29,352
---------------------	--------

**Street Impact Fee Reserve  
Fund (125)**

Governmental	Special Revenue
2008 Budget	1,033,490
<b>2009 Budget</b>	<b>353,539</b>

The Street Impact Fee Reserve Fund reserves monies for future traffic improvements outlined in the City’s transportation plan. Fund resources are received in the form of impact fees relating to trip generation. Fund Resources are restricted in use to those street projects listed in the transportation plan.

Revenues

Beginning Fund Balance	253,039
Street Impact Fees	100,000
Interest Income	500

Expenditures

Opr. Transfers Out (Str. Cap 311)	250,000
Ending Fund Balance	103,539

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**Harbor Improvement Fund (174)**

Governmental	Special Revenue
2008 Budget	2,805
<b>2009 Budget</b>	<b>2,833</b>

The Harbor Improvement Fund reserves monies for future improvements or maintenance of the City’s riverfront area. Fund resources are received in the form of beginning fund balance, Operating Transfers, and interest income.

Revenues

Beginning Fund Balance	2,758
Interest Income	75

Expenditures

Ending Fund Balance	2,833
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**Debt Service Fund (205)**

Governmental	Debt Service
2008 Budget	176,839
<b>2009 Budget</b>	<b>169,358</b>

The Debt Service Fund accounts for the City’s general obligation debt (G.O.). Fund resources are provided by Beginning Fund Balances, Property Taxes on voter approved debt issues, interfund transfers on non-voter approved street debt, and interest income. Uses are restricted to debt service. An outlined of the City’s outstanding general governmental debt is provided on Page 3-4.

Revenues

Beginning Fund Balance	32,080
Property Taxes	56,545
Operating Transfers	80,233
Interest Income	500

Expenditures

Debt Service – Principal	80,000
Debt Service – Interest	56,778
Debt Service – Fees	180
Ending Fund Balance	32,400

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**LID Guarantee Fund (206)**

Governmental	Debt Service
2008 Budget	9,603
<b>2009 Budget</b>	<b>9,268</b>

The LID Guarantee Fund reserves funds as a guarantee to bond holders for outstanding Local Improvement District (L.I.D.) bonds. Resources are received in the form of beginning fund balance, bond proceeds – reserved, and interest income. Uses are restricted by R.C.W. and bond covenants to a percentage of outstanding LID bonds.

Revenues

Beginning Fund Balance	9,268
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Expenditures

Opr. Transfers Out	9,268
Ending Fund Balance	0

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**CITY OF SNOHOMISH**  
**2009 Budget**

**Outstanding General Obligation Debt**  
**as of December 31, 2008**

**1995 General Obligation Bonds 285,000**  
Maturity Date June 2014  
Interest Rate 4.3 – 5.85%  
Purpose Fire Station and Fire Apparatus

**1988 Public Works Trust Fund 0**  
Maturity Date July 2008  
Interest Rate 3%  
Purpose Street Improvements

**Snohomish Rivertrail/800MHz 835,000**  
Maturity Date 2025  
Interest Rate 4.80% - 5.00%  
Purpose: Would provide the City's match for the Snohomish Rivertrail Project and radios and other equipment required to convert the City's public safety radio system from VHF to the County's 800 MHz system.

**Schedule of Impact Fee Collections**  
**as of December 31, 2008**

**Park Impact Fee Reserve Fund Fund 104**  


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Total Fees Collected by Year  
2007 \$ 28,758  
**2008 \$ 49,968**

Total Fees Expended by Year  
2007 \$0  
2008 \$0

**Remaining Fee Available for Use \$ 78,726**

**Street Impact Fee Reserve Fund Fund 125**  


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Total Fund Balance by Year  
2005 (Refund 2011) \$14,362  
2006 (Refund 2012) \$45,504  
2007 (Refund 2013) \$338,795  
2008 (Refund 2014) \$148,855

Total Fees Expended by Year  
2007 \$185,000  
2008 \$164,500

**Remaining Fee Available for Use \$198,016**  


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**Rivertrail Construction Fund (303)**

Governmental	Capital Project Fund
2008 Budget	89,103
<b>2009 Budget</b>	<b>83,958</b>

The Rivertrail Construction Fund accounts for the acquisition and construction of the Snohomish River Trail. Fund resources are a combination of grants and \$760,000 of councilmanic general obligation bonds.

Revenues

Beginning Fund Balance	82,958
Interest Income	1,000

Expenditures

Ending Fund Balance	83,958
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**Municipal Capital Project Fund (310)**

Governmental	Capital Project Fund
2008 Budget	2,727,774
<b>2009 Budget</b>	<b>1,501,112</b>

The Municipal Capital Project Fund accounts for the acquisition, construction and improvement to major City infrastructure. Fund resources are received from beginning fund balance, grants, donations, interest income and operating transfers from the City's various reserve funds. A detailed list of projects over the next five years, and their respective revenue sources is presented within the 2009 Capital Improvement Plan (CIP) in the appendix section.

Revenues

Beginning Fund Balance	233,112
Grants	1,268,000

Expenditures (Projects)

Centennial Trail Extension	1,350,000
Ending Fund Balance	151,112

**Street Capital Project Fund (311)**

Governmental	Capital Project Fund
2008 Budget	1,706,812
<b>2009 Budget</b>	<b>608,258</b>

The Street Capital Project Fund accounts for the acquisition, construction and improvement to major City street infrastructure. Fund resources are received from beginning fund balance, grants, interest income and operating transfers from the City's various reserve funds. A detailed list of projects over the next five years, and their respective revenue sources is presented within the 2009 Capital Improvement Plan (CIP) in the appendix section.

Revenues

Beginning Fund Balance	238,258
Grants	120,000
Transfers	250,000

Expenditures

Citywide Sidewalk Upgrade	120,000
Ave A and 2nd St Signal	240,000
Guardrail Replacement Program	5,000
4 <sup>th</sup> St South Wall	160,000
School Pedestrian Safety	75,000
Ending Fund Balance	8,258

**CITY OF SNOHOMISH**  
**2009 Budget**

**Solid Waste Fund (403)**

Proprietary Fund Type	Enterprise Fund
2008 Budget	1,315,684
<b>2009 Budget</b>	<b>1,759,730</b>

The Solid Waste Fund accounts for activities of solid waste and recycling collection. Fund resources are received from Beginning Fund Balance, Charges for Service, and interest income. The City currently contracts with Lynnwood Disposal for solid waste and recycling services. The City's contract with Lynnwood Disposal expired in March of 2008. However, the contract provides for an extension upon agreement by both parties and the contract has been extended to March of 2011.

Revenues

Beginning Fund Balance	12,330
Charges for Service, Solid Waste	1,200,000
Charges for Service, Recycling	545,000
Interest Income	2,400

Expenditures

Professional Services, Recycling	509,400
Professional Services, Solid Waste	1,122,600
State Excise Taxes	38,168
Misc Services	2000
Transfer	71,444
Ending Fund Balance	16,118

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**Utility Capital Projects Fund (432)**

Proprietary Fund Type	Enterprise Fund
2008 Budget	5,679,540
<b>2009 Budget</b>	<b>9,215,906</b>

The Utility Capital Project Fund accounts for the acquisition, construction and improvement to major City Water, Wastewater, and Storm Drainage infrastructure. Fund resources are provided by beginning fund balance, Grants, Interest Income and Operating Transfers from the City's various utility reserve funds. The utility reserve funds ultimately receive their respective funding from customer rates (Fund 473) and charges for new connections (Fund 471).

**Utility Capital Projects Fund (cont.)**

Revenues

Beginning Fund Balance	368,536
Grants	7,078,949
PWTF Loan	1,500,000
Transfer- Fish Ladder	175,000
Transfer-Flood Proofing	93,421

Expenditures

WTP Upgrade Study	15,000
S. Reservoir Cover Replacement	350,000
WTP - Filter to Waste	95,400
Pilchuck Water Transmission Line	30,000
Fish Ladder Safety Improvements	110,000
Water System Comp. Plan	200,000
WTP - SCADA	<u>12,000</u>
<b>Total Water</b>	<b>812,400</b>

Combined Sewer Overflow PH1	6,000,000
Standby Power	11,500
WWTP Design & Construction	1,500,000
Sewer Impr. Flood proof/gen.	747,370
Telemetry System Upgrade	<u>75,000</u>
<b>Total Wastewater</b>	<b>8,333,870</b>

Blackmans Lake Outlet Control	50,000
Surface Water Overlay Coordination	<u>11,000</u>
<b>Total Storm Water</b>	<b>61,000</b>

Ending Fund Balance	8,636
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**Trunkline Construction (433)**

Proprietary Fund Type	Enterprise Fund
2008 Budget	1,633,195
<b>2009 Budget</b>	<b>1,903,061</b>

The Trunkline Construction Fund accounts for acquisition, construction, and improvement to The Cemetery Creek Sewer Trunkline Project. Fund resources are received by beginning fund balance, special project development fees, interest income and Operating transfers. Fund uses are PWTF loan principal/interest payments and interfund loan interest payments.

Revenues

Beginning Fund Balance	136,061
Special Project Dev.	1,152,000
PWTF Loan Proceeds	615,000

Expenditures

PWTF Loan Principal	543,469
PWTF Loan Interest	41,348
Interfund Loan Interest	25,000
Ending Fund Balance	1,293,244

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**Utility Bond Reserve Fund (451)**

Proprietary Fund Type	Enterprise Fund
2008 Budget	1,044,001
<b>2009 Budget</b>	<b>1,032,869</b>

The Utility Bond Reserve Fund accounts for revenue debt issue reserves required by bond covenants. Fund resources are received by beginning fund balance, and bond proceeds. Interest income earned on the reserve, not required by bond covenants, is credited to the Utility Rate Reserve Fund (452) to offset future revenue needs of the Wastewater Fund.

Revenues

Beginning Fund Balance	1,007,869
Interest Income	25,000

Expenditures

Transfer – Rate Reserve Fund	25,000
Ending Fund Balance	1,007,869

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**Utility Rate Reserve Fund (452)**

Proprietary Fund Type	Enterprise Fund
2008 Budget	187,105
<b>2009 Budget</b>	<b>212,870</b>

The Utility Rate Reserve Fund was established to offset the future revenue needs of the Wastewater Fund with reserve transfers. These transfers are allowed by bond covenants to be counted as revenue to meet the revenue coverage ratios within each bond issue's respective coverage ratio. Fund resources are received by beginning fund balance, interest income, and authorized transfers of excess revenues from the Wastewater Fund.

Revenues

Beginning Fund Balance	187,870
Transfer – Bond Reserves	25,000

Expenditures

Ending Fund Balance	212,870
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**Utility Connection Reserve Fund (471)**

Proprietary Fund Type	Enterprise Fund
2008 Budget	1,679,689
<b>2009 Budget</b>	<b>1,765,490</b>

The Utility Connection Reserve Fund accounts for system connection fees. Fund resources are received from beginning fund balance, Connection Fees, and interest income. Fund uses are for new system developments and upsizing system capacity.

Revenues

Beginning Fund Balance	1,157,190
Connection Fees, Water	174,400
Connection Fees, Wastewater	408,900
Interest Incomes	25,000

Expenditures

Ending Fund Balance	1,765,490
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**CITY OF SNOHOMISH**  
**2009 Budget**

**Utility Equipment Replacement**  
**Fund (472)**

Proprietary Fund Type	Enterprise Fund
2008 Budget	752,013
<b>2009 Budget</b>	<b>857,610</b>

The Utility Equipment Replacement Fund reserves monies for the eventual replacement of utility equipment. Fund resources are received from beginning fund balance, interest income, proceeds from the sale of equipment and Transfers from the Water, Wastewater and Storm Water Operating Funds.

Revenues

Beginning Fund Balance	769,090
Transfers, Water	42,483
Transfers, Wastewater	5,967
Transfer, Storm Water	40,070

Expenditures

Opr Transfer Out Street Fund	250,000
Ending Fund Balance	607,610

**Utility System Replacement Fund (473)**

Proprietary Fund Type	Enterprise Fund
2008 Budget	1,413,867
<b>2009 Budget</b>	<b>1,137,760</b>

The Utility System Replacement Fund reserves monies for the future replacement of Water, Wastewater and Storm Water infrastructure. Fund resources are received from beginning fund balance, interest income, and transfers from the Water, Wastewater and Storm Water Operating Funds. Fund uses are transfers to the Utility Capital Project Fund (432) for replacement of water, wastewater and storm water infrastructure.

Revenues

Beginning Fund Balance	681,360
Capital Facility Fees – Water	156,200
Capital Facility Fees -Wastewater	272,700
Interest	27,500

**Utility System Replacement Fund (473)**  
**Continued**

Expenditures

Transfers – Fish Ladder	175,000
Transfers- Flood Proof/Gen	93,421
Ending Fund Balance	869,339

**Bio-Solid Reserve Fund (474)**

Proprietary Fund Type	Enterprise Fund
2008 Budget	546,919
<b>2009 Budget</b>	<b>80,036</b>

The Bio-Solid Reserve Fund reserves monies for the future disposal of bio-solid material at the new Wastewater Treatment Plant. Fund resources are received from beginning fund balance, transfers from the Wastewater Fund, and interest income.

Revenues

Beginning Fund Balance	80,036
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Expenditures

Ending Fund Balance	80,036
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**Outstanding Revenue Debt  
as of December 31, 2008**

**1981 Federal Home Loan 708,000**  
Maturity Date December 2021  
Interest Rate 5.00%  
Purpose Water Tank Construction

**1988 Public Works Trust Fund 0**  
Maturity Date June 2008  
Interest Rate 1%  
Purpose Water Tank Construction

**1994 State Revolving Fund Loan 4,139,603**  
Maturity Date June 2016  
Interest Rate 0%  
Purpose WWTP Construction

**1996 W/S Refunding Bonds 210,000**  
Maturity Date November 2009  
Interest Rate 4 – 5.4%  
Purpose Refund 1990 Revenue Bond A

**1996 RECD Loan 861,614**  
Maturity Date October 2036  
Interest Rate 5.125%  
Purpose WWTP Construction

**2007 Public Works Trust Fund 382,500**  
Maturity Date July 2011  
Interest Rate ½ %  
Purpose Design CSO Improvements

**2007 Public Works Trust Fund 367,500**  
Maturity Date July 2011  
Interest Rate ½ %  
Purpose Design WWTP Upgrade

**2008 Public Works Trust Fund 1,377,500**  
Maturity Date July 2027  
Interest Rate ½ %  
Purpose Design WWTP Upgrade

**2003 PWTF (\$1,000,000 Appr.) 771,381**  
**2004 PWTF (\$6,934,300 Appr.) 5,790,749**  
**2006 PWTF (\$7,000,000 Appr.) 2,015,000**

The City of Snohomish has received approval for three PWTF loans for the Trunkline Project totaling \$14,934,300. The City anticipates drawing on these loans and receiving additional loans for the development of this project.

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**CITY OF SNOHOMISH**  
**2009 Budget**

**Self-Insurance Fund (503)**

Proprietary Fund Type	Internal Service
2008 Budget	102,404
<b>2009 Budget</b>	<b>48,924</b>

The Internal Service Fund accounts for the City's cost of Washington State unemployment benefits. The unemployment charges are budgeted for 2009 at .8% on a maximum salary base of \$31,400. Fund resources are received from beginning fund balance, Charges for Service (rates), interest income, and transfers.

Revenues

Beginning Fund Balance	47,124
Interest Income	1,800

Expenditures

Unemployment	35,000
Ending Fund Balance	13,924

**Equipment Replacement Fund (505)**

Proprietary Fund Type	Internal Service
2008 Budget	458,446
<b>2009 Budget</b>	<b>785,487</b>

The Equipment Replacement Fund accounts for monies for the replacement of existing non-utility equipment. Fund resources are received from beginning fund balance, interest income, transfers based on specific equipment, and proceeds from the sale of equipment.

Revenues

Beginning Fund Balance	603,891
Replacement Charges	181,596

Expenditures

Opr Transfers Out	250,000
Equipment Replacement Purchases	65,000
Ending Fund Balance	470,487

**Miller Library Trust Fund (602)**

Fiduciary Fund Type	Trust
2008 Budget	5,719
<b>2009 Budget</b>	<b>5,745</b>

The Miller Library Trust Fund accounts for monies bequeathed from the Miller family. Fund resources are received from beginning fund balance, and interest income. The trust restricts use to the purchase of books for the Snohomish Library. Prior to 1997, trust assets were held on deposit at Everett Mutual Savings bank. In 1997, to increase interest earnings, the City Treasurer transferred trust assets to the Washington State Investment Pool.

Revenues

Beginning Fund Balance	5,645
Interest Income	100

Expenditures

Ending Fund Balance	5,745
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**Senior Center Trust Fund (603)**

Fiduciary Fund Type	Trust
2008 Budget	655
<b>2009 Budget</b>	<b>673</b>

The Snohomish Senior Center Remodel Trust Fund accounts for monies donated by the community for the remodel, enhancement, and decertification of property for the Snohomish Senior Center. Fund resources are received from beginning fund balance, interest income, and community donations. Fund proceeds will be used to match against grant dollars and other resources.

Revenues

Beginning Fund Balance	658
Interest Income	15

Expenditures

Ending Fund Balance	673
---------------------	-----

**Carnegie Restoration Trust  
Fund (604)**

Fiduciary Fund Type	Trust
2008 Budget	77,909
<b>2009 Budget</b>	<b>87,428</b>

The Carnegie Restoration Trust Fund accounts for monies donated by the community, community room rentals, and leasing of the building to Arts of Snohomish for the remodel and restoration of the historic Carnegie Library. Fund proceeds will be used to match against grant dollars and other resources for the building's renovation.

Revenues

Beginning Fund Balance	75,178
Lease and Rentals	11,000
Interest Income	1,250

Expenditures

Ending Fund Balance	87,428
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**The Gateway  
Trust Fund (605)**

Fiduciary Fund Type	Trust
2008 Budget	896
<b>2009 Budget</b>	<b>872</b>

The Gateway Trust Fund accounts for monies donated by the community for design and development of entryway gateways for the City of Snohomish. Fund proceeds will be used to match against grant dollars and other resources for the development of entryway gateways.

Revenues

Beginning Fund Balance	857
Interest Income	15

Expenditures

Ending Fund Balance	872
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**Urban Growth Area Expansion  
Trust Fund (621)**

Fiduciary Fund Type	Trust
2008 Budget	60,050
<b>2009 Budget</b>	<b>50,000</b>

The Urban Growth Area Expansion Trust Fund accounts for monies contributed by the SR9/US2 LLC to study UGA expansion north of the existing City UGA, north of US-2 and along SR-9.

Revenues

Beginning Fund Balance	0
Contributions	50,000

Expenditures

UGA Expansion Study	50,000
Ending Fund Balance	0

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***PART 4***

***2009 BUDGET***

***APPENDIX***

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**City of Snohomish  
2009 Budget**

**Equipment Replacement Schedule**

<b>Fund</b>	<b>ID</b>	<b>Description</b>	<b>Original Cost</b>	<b>Cost Basis</b>	<b>Year Bought</b>	<b>Replace / Evaluate</b>
<b>City Manager, Clerk</b>						
502		Printer - Laser HP 4050	\$2,100	\$2,100	2001	2010
502	557	PC - Katie	\$1,600	\$1,600	2008	2012
502	594	Laptop - Torchie	\$2,250	\$2,250	2008	2011
					<b><u>Cost Basis Subtotal:</u></b>	<b><u>\$5,950</u></b>
					<b><u>Equipment Reserves:</u></b>	<b><u>\$1,033</u></b>
<b>City Manager, Exec Admin</b>						
502		Printer - Laser (HP 8150)	\$2,100	\$500	1995	2010
502	608	PC - Larry	\$1,600	\$1,600	2007	2011
					<b><u>Cost Basis Subtotal:</u></b>	<b><u>\$2,100</u></b>
					<b><u>Equipment Reserves:</u></b>	<b><u>\$364</u></b>
<b>City Shop - Operations</b>						
502		Phone SYS Shop	\$5,200	\$500	2003	2010
502		Barcode	\$5,600	\$500	1994	2010
502		PC - Lisa	\$1,800	\$1,800	2006	2010
502		PC - Server (Maple)	\$1,000	\$1,000	2001	2010
502		PC - Rob	\$2,000	\$1,800	2002	2009
502	605	Fax / Copier - HP OfficeJet Pro L7580	\$300	\$300	2008	2012
					<b><u>Cost Basis Subtotal:</u></b>	<b><u>\$5,900</u></b>
					<b><u>Equipment Reserves:</u></b>	<b><u>\$1,024</u></b>
505	EP-177	621B Loader	\$89,000	\$89,000	1996	2011
505	EP-178	90 Nissan Pickup	\$8,000	\$2,500	1990	2010
505	EP-186	Trailer	\$25,780	\$25,780	2008	2023
505	EP-193	Vehicle Hoist	\$8,000	\$800	1991	2010
					<b><u>Cost Basis Subtotal:</u></b>	<b><u>\$118,080</u></b>
					<b><u>Equipment Reserves:</u></b>	<b><u>\$62,653</u></b>
<b>Information Services</b>						
502	505	PC Lenovo Tablet - Sam	\$2,400	\$2,400	2007	2011
502	522	PC - Lance	\$1,700	\$1,700	2007	2010
502	523	PC - Leong	\$1,700	\$1,700	2007	2010
					<b><u>Cost Basis Subtotal:</u></b>	<b><u>\$5,800</u></b>
					<b><u>Equipment Reserves:</u></b>	<b><u>\$1,006</u></b>
505	EP-14	01 Crown Vic	\$4,000	\$2,500	2006	2010
					<b><u>Cost Basis Subtotal:</u></b>	<b><u>\$2,500</u></b>
					<b><u>Equipment Reserves:</u></b>	<b><u>\$1,326</u></b>

Equipment Replacement Schedule

Fund	ID	Description	Original Cost	Cost Basis	Year Bought	Replace / Evaluate
Law Enforcement, Police Operations						
502		Laser Printer - Dell 1720	\$1,700	\$1,700	2007	2012
502		PC - Admin	\$1,800	\$1,800	2005	2009
502		Polaris MDC	\$8,275	\$8,275	2006	2011
502		Polaris MDC	\$8,275	\$8,275	2006	2011
502		Polaris MDC	\$8,275	\$8,275	2006	2011
502		Polaris MDC	\$8,275	\$8,275	2006	2011
502		Polaris MDC	\$8,275	\$8,275	2006	2011
502		Polaris MDC	\$8,275	\$8,275	2006	2011
502		PC - Records Sup	\$1,800	\$1,800	2001	2009
502		Laptop - SRO	\$2,800	\$2,800	2001	2009
502		PC - Havener	\$1,700	\$1,700	2003	2009
502		PC - Front Counter	\$2,000	\$1,700	2003	2009
502		PC - Patrol 1	\$1,700	\$1,700	2003	2009
502		Laptop - Perillo	\$2,400	\$2,400	2006	2010
502		Polaris MDC	\$8,275	\$8,275	2006	2011
502		800 Mhz Radios	\$180,000	\$180,000	2006	2016
502		Laptop - Detective (DARE)	\$2,800	\$1,700	2001	2009
502		Polaris MDC	\$8,275	\$8,275	2006	2011
502		PC - Property Room	\$1,600	\$1,600	2007	2011
502		Canon iR3045 - Copier / Fax	\$7,550	\$7,500	2008	2012
502		Polaris MDC	\$8,275	\$8,275	2006	2011
502		Polaris MDC	\$8,275	\$8,275	2006	2011
502		11 Radar Units	\$13,200	\$13,200	2006	2011
502		9 DVR - In Car Video	\$57,000	\$57,000	2007	2012
502		Color Laser Printer - Dell 3000cn	\$4,000	\$4,000	2005	2010
502		Display Radar (Trailer)	\$7,000	\$1,000	2000	2010
502		Display Radar (Trailer)	\$7,000	\$1,000	2001	2010
502		Evidence Bar Coding	\$3,000	\$1,000	2000	2010
502		Laptop - Chief	\$3,500	\$3,500	2004	2010
502		PC - Sgt's Office	\$1,600	\$1,600	2003	2009
502	500	MDC - Perillo - Itronix Laptop (GoBook)	\$3,800	\$3,800	2006	2010
502	527	PC - Patrol 3	\$1,600	\$1,600	2008	2012
502	540	PC - Patrol 2	\$1,600	\$1,600	2008	2012
502	543	PC - Patrol 5	\$1,600	\$1,600	2008	2012
502	559	PC - Patrol 4	\$1,600	\$1,600	2008	2012
502	572	PC - Detective 2	\$1,600	\$1,600	2008	2012
502	573	PC - Detective 1	\$1,600	\$1,600	2008	2012
			<u>Cost Basis Subtotal:</u>		<u>\$393,125</u>	
			Equipment Reserves:		<u>\$68,220</u>	

**City of Snohomish  
2009 Budget**

**Equipment Replacement Schedule**

<b>Fund</b>	<b>ID</b>	<b>Description</b>	<b>Original Cost</b>	<b>Cost Basis</b>	<b>Year Bought</b>	<b>Replace / Evaluate</b>
<b>Law Enforcement, Police Operations</b>						
505	S-1	05 Trail Blazer (Chief)	\$22,710	\$22,710	2005	2010
505	S-10	04 Chevy Colorado	\$15,926	\$15,926	2004	2014
505	S-14	07 Crown Vic & Setup	\$27,912	\$27,912	2007	2011
505	S-15	07 Crown Vic & Setup	\$26,836	\$26,836	2007	2011
505	S-16	00 Chevy Impala (Det)	\$4,000	\$2,500	2000	2010
505	S-17	07 Crown Vic & Setup	\$29,667	\$29,667	2006	2010
505	S-18	07 Crown Vic & Setup (K-9)	\$29,667	\$29,667	2006	2010
505	S-19	08 Chevrolet Impala	\$20,030	\$20,030	2008	2012
505	S-2	01 S-10 Blazer (Cm ndr.)	\$25,960	\$4,400	2001	2010
505	S-20	08 Crown Vic & Setup	\$32,350	\$32,350	2008	2012
505	S-21	08 Crown Vic & Setup (K-9)	\$34,000	\$34,000	2008	2012
505	S-3	03 Crown Vic & Setup	\$27,912	\$3,800	2003	2009
505	S-35	BMW RTP 1200cc	\$17,676	\$17,676	2006	2010
505	S-4	04 Crown Vic & Setup	\$26,836	\$3,880	2004	2009
505	S-5	08 Crown Vic & Setup	\$32,350	\$32,350	2008	2012
505	S-6	05 Crown Vic & Setup	\$27,625	\$27,625	2005	2009
505	S-7	02 S-10 Blazer (Adm)	\$27,912	\$4,700	2002	2010
<i>Cost Basis Subtotal:</i>					<b>\$336,029</b>	
<i>Equipment Reserves:</i>					<b>\$178,295</b>	
<b>Non Departmental</b>						
502		eMail Server (SnoMail2)	\$4,800	\$4,800	2008	2014
502		File / SQL Server (Spruce)	\$5,900	\$5,900	2006	2011
502		Postage Machine	\$3,000	\$3,000	2007	2011
502		Laptop - Checkout	\$2,600	\$400	2001	2010
502		File / SQL Server (Snohomish)	\$5,800	\$5,800	2004	2009
502		48 Port POE Switch - PD	\$920	\$920	2007	2011
502		Copier CH - Canon R6020	\$14,700	\$14,700	2005	2010
502		Mitel 3300 ICP Phone System at PD	\$15,000	\$15,000	2006	2016
502		Server (Pine)	\$5,500	\$5,500	2003	2010
502		Mitel 3300 ICP (MXe) Phone System a	\$15,000	\$15,000	2006	2016
502		24 Port POE Switch - ENG	\$800	\$800	2007	2011
502		24 Port POE Switch - Shop	\$800	\$800	2007	2011
502		24 Port POE Switch - PD Server Room	\$800	\$800	2006	2010
502		48 Port POE Switch - CH	\$920	\$920	2007	2011
502		eMail Server (Snomailf) - HP Proliant I	\$3,800	\$3,800	2008	2014
502	519	City Hall FAX machine. - Laser HP 33!	\$900	\$900	2006	2011
502	520	Projector - Dell 1800MP	\$800	\$800	2007	2013
502	537	ISA Server / DMZ	\$2,500	\$2,500	2007	2012
502	619	PC - Adams	\$1,700	\$1,700	2007	2010
502	622	Dell PowerConnect 3548P POE Switch	\$920	\$920	2008	2012
<i>Cost Basis Subtotal:</i>					<b>\$84,960</b>	
<i>Equipment Reserves:</i>					<b>\$14,743</b>	
505	EP-4	2000 Crown Vic - CH Pooled	\$5,000	\$2,500	2003	2010
<i>Cost Basis Subtotal:</i>					<b>\$2,500</b>	
<i>Equipment Reserves:</i>					<b>\$1,326</b>	

Equipment Replacement Schedule

Fund	ID	Description	Original Cost	Cost Basis	Year Bought	Replace / Evaluate
Planning & Dev, Building Inspection						
502		PC - Cross Connection	\$1,800	\$1,800	2003	2009
502		PC - Sharon Pettit	\$1,700	\$1,700	2007	2011
			<i>Cost Basis Subtotal:</i>		<b>\$3,500</b>	
			<i>Equipment Reserves:</i>		<b>\$607</b>	
505	EP-7	04 Chevy Colorado	\$15,108	\$15,108	2004	2014
			<i>Cost Basis Subtotal:</i>		<b>\$15,108</b>	
			<i>Equipment Reserves:</i>		<b>\$8,016</b>	
Planning & Dev, Planning & Permit						
502	578	PC - Mary Murphy	\$1,800	\$1,800	2008	2012
502	584	PC - Brooke Adams	\$1,600	\$1,600	2008	2012
502	592	PC - Building Inspector	\$1,840	\$1,840	2008	2012
502	595	Laptop - Corbitt	\$2,250	\$2,250	2008	2012
502	603	Laptop - Checkout	\$750	\$750	2008	2011
502	616	PC - Emge	\$1,800	\$1,800	2007	2011
502	617	PC - Dennison	\$1,800	\$1,800	2003	2009
			<i>Cost Basis Subtotal:</i>		<b>\$11,840</b>	
			<i>Equipment Reserves:</i>		<b>\$2,055</b>	
Public Works, Eng & Administration						
502		Copier - Shop	\$17,800	\$17,800	2007	2013
502		PC - Max Seline	\$4,800	\$1,600	2001	2011
502		PC - Andy Sics	\$1,600	\$1,600	2008	2012
502		PC - Karen Latimer	\$1,600	\$1,600	2007	2012
502		Laptop - Tim Heydon	\$3,900	\$3,900	2003	2009
502		PC - City Engineer	\$1,800	\$1,800	2008	2012
502		CAD Plotter - HP DesignJet 5500	\$5,500	\$5,500	2006	2013
502		PC - Tim Cross	\$1,800	\$1,800	2005	2010
502		Workstation - Renee/CADD	\$2,800	\$2,800	2008	2012
502		HP 3390 - Printer/Copier/Fax	\$900	\$900	2007	2011
502	580	PC - Shop Assist. Manager	\$1,700	\$1,700	2008	2012
502	582	PC - Ann Stanton	\$1,700	\$1,700	2008	2012
			<i>Cost Basis Subtotal:</i>		<b>\$42,700</b>	
			<i>Equipment Reserves:</i>		<b>\$7,410</b>	
505	EP-101	97 GMC Pickup	\$500	\$1,705	2004	2010
505	EP-106	98 Crown Vic PWMGr	\$4,000	\$2,500	2003	2010
505	EP-11	97 Crown Vic - CH Pooled	\$4,000	\$2,500	2002	2010
505	EP-13	2008 Ford Ranger	\$16,000	\$16,000	2008	2018
505	S-11	98 Jeep 4x4	\$4,000	\$4,000	2007	2012
			<i>Cost Basis Subtotal:</i>		<b>\$26,705</b>	
			<i>Equipment Reserves:</i>		<b>\$14,170</b>	

**City of Snohomish  
2009 Budget**

**Equipment Replacement Schedule**

<b>Fund</b>	<b>ID</b>	<b>Description</b>	<b>Original Cost</b>	<b>Cost Basis</b>	<b>Year Bought</b>	<b>Replace / Evaluate</b>
<b>Public Works, Parks</b>						
502		Printer - HP 3055	\$900	\$900	2007	2012
502		PC - Mike Johnson	\$1,700	\$1,700	2002	2009
			<i>Cost Basis Subtotal:</i>		<b>\$2,600</b>	
			<i>Equipment Reserves:</i>		<b>\$451</b>	
505		Historic Trash Cans (20)	\$7,000	\$7,000	1998	2013
505	EP-128	Sml Frd Tractor / Backhoe	\$8,000	\$8,000	1990	2015
505	EP-130	97 Ford F-250	\$15,000	\$4,500	1999	2009
505	EP-20	John Deer 50" Mower	\$9,502	\$9,502	2007	2014
505	EP-208	Trailer - 18' utility. 7,000# Dual axle	\$4,290	\$4,290	2008	2023
505	EP-21	08 F-350 Crew Cab	\$23,718	\$23,718	2007	2017
505	EP-25	72" John Deere	\$19,390	\$19,390	2004	2012
505	EP-33	John Deere Gator	\$7,491	\$7,491	2004	2014
505	EP-42	Goossen G350	\$8,500	\$8,500	2004	2010
505	EP-44	98 Ford F250	\$20,589	\$2,600	1998	2010
505	EP-48	99 Chevy C 1500	\$20,545	\$20,545	1999	2009
505	EP-56	05 Chevy Flatbed	\$10,600	\$10,600	2005	2015
			<i>Cost Basis Subtotal:</i>		<b>\$126,136</b>	
			<i>Equipment Reserves:</i>		<b>\$66,927</b>	
<b>Public Works, Streets</b>						
502		PC - Street Lead	\$1,700	\$1,700	2002	2009
502		VHF Radios (4)	\$2,700	\$1,000	1984	2012
			<i>Cost Basis Subtotal:</i>		<b>\$2,700</b>	
			<i>Equipment Reserves:</i>		<b>\$469</b>	
505	EP-127	5 Ton Dump Truck	\$48,600	\$48,600	1991	2012
505	EP-3	1992 - Ford Ranger	\$4,899	\$1,000	1992	2010
505	EP-129	Back Hoe 555D	\$4,500	\$4,500	2005	2014
505	EP-180	Boom Mower TS100	\$71,720	\$71,720	2004	2014
505	EP-224	99 International Multi w Hoist	\$77,000	\$77,000	1999	2014
505	EP-53	Hot Crack Seal Machine	\$25,950	\$25,950	2006	2016
505	EP-54	Asphalt Heat. Box	\$37,376	\$37,376	2005	2019
505	EP-55	96 F-150 (Paint Truck)	\$1,200	\$500	2006	2011
505	EP-57	00 Dodge 3500 w/dump	\$24,300	\$24,300	2000	2010
505	EP-58	06 F-250 3/4 Ton	\$16,900	\$16,900	2005	2015
505	EP-59	Compressor	\$13,740	\$3,000	2001	2016
505	EP-61	Asphalt Roller	\$11,870	\$11,870	2004	2014
505	EP-62	Small equip. trailer	\$2,100	\$2,100	1990	2015
505	EP-74	Small Paint Trailer	\$1,515	\$1,515	2002	2016
505	EP-78	Paint Striper	\$6,350	\$1,800	2003	2010
505	EP-82	Concrete Grinder	\$6,405	\$3,000	1999	2009
505	EP-83	Drop In Sander	\$5,300	\$5,300	2003	2013
505	EP-86	Drop In Sander (2)	\$5,000	\$5,000	2007	2017
			<i>Cost Basis Subtotal:</i>		<b>\$341,431</b>	
			<i>Equipment Reserves:</i>		<b>\$181,161</b>	

Equipment Replacement Schedule

Fund	ID	Description	Original Cost	Cost Basis	Year Bought	Replace / Evaluate
Stomwater - SW Management						
472	EP-100	05 Vac Truck	\$285,550	\$285,550	2005	2014
472	EP-102	06 Ford F-250	\$19,555	\$19,555	2006	2016
472	EP-109	05 Ford Flat Bed F-450	\$40,235	\$40,235	2005	2015
472	EP-26	96 Ford F250 Extended Cab	\$16,475	\$2,500	1996	2011
			<i>Cost Basis Subtotal:</i>		<b>\$347,840</b>	
			<i>Equipment Reserves:</i>		<b>\$295,443</b>	
502		PC - Storm Lead	\$1,700	\$1,700	2003	2009
502		Printer HP Laser 3055	\$900	\$900	2007	2012
			<i>Cost Basis Subtotal:</i>		<b>\$2,600</b>	
			<i>Equipment Reserves:</i>		<b>\$451</b>	
Support Services, Finance & Acct.						
502		Copier - Canon Desktop	\$2,700	\$2,700	2003	2013
502	600	PC - Accountant	\$1,800	\$1,800	2008	2012
502	610	PC - Danny	\$1,600	\$1,600	2007	2011
502	611	PC - Accounting Technician	\$1,800	\$1,800	2008	2012
502	611	PC - Genevieve	\$1,700	\$1,700	2002	2009
502	613	Laptop - Accounting Supervisor	\$2,800	\$2,800	2007	2010
502	614	PC - Stephanie	\$1,800	\$1,800	2003	2010
502	615	PC - City Hall Recept.	\$1,800	\$1,800	2003	2010
			<i>Cost Basis Subtotal:</i>		<b>\$16,000</b>	
			<i>Equipment Reserves:</i>		<b>\$2,777</b>	
505	EP-10	99 GMC Sonoma	\$2,500	\$2,500	2007	2011
			<i>Cost Basis Subtotal:</i>		<b>\$2,500</b>	
			<i>Equipment Reserves:</i>		<b>\$1,326</b>	
Waste Water Collections						
472		Push Camera/Ridgid	\$6,000	\$6,000	2003	2010
472		Ingrall Rand Generator	\$13,840	\$3,000	2004	2024
472		Generator and Trailer	\$30,000	\$3,000	1987	2012
472	EP-116	Lagoon Boat and Motor	\$1,350	\$1,350	2007	2017
472	EP-117	2007 Ford Ranger	\$13,205	\$13,205	2007	2017
472	EP-119	2009 F250 Ext. Cab 4x4	\$25,000	\$25,000	2008	2018
472	EP-75	86' Case 580E Backhoe		\$14,500	1986	2012
			<i>Cost Basis Subtotal:</i>		<b>\$66,055</b>	
			<i>Equipment Reserves:</i>		<b>\$56,105</b>	
502		PC - Chapman	\$1,600	\$1,600	2003	2009
502		PC - Allen	\$2,000	\$1,800	1999	2009
502		Plant monitor (SCADA)	\$6,500	\$6,500	2006	2011
502		Printer/Copier/Fax	\$700	\$700	2000	2005
502	576	PC - Schorsch	\$1,600	\$1,600	2008	2012
			<i>Cost Basis Subtotal:</i>		<b>\$12,200</b>	
			<i>Equipment Reserves:</i>		<b>\$2,117</b>	

**City of Snohomish  
2009 Budget**

**Equipment Replacement Schedule**

<b>Fund</b>	<b>ID</b>	<b>Description</b>	<b>Original Cost</b>	<b>Cost Basis</b>	<b>Year Bought</b>	<b>Replace / Evaluate</b>
<b>Water Distribution</b>						
472		Stream Current Detector	\$13,000	\$1,300	1990	2011
472		Emergency Generator	\$44,665	\$4,466	1994	2009
472		4" Mole	\$7,900	\$800	1990	2011
472	EP-120	JO 310 G Backhoe	\$57,250	\$57,250	2005	2014
472	EP-122	Kubota 72" Mower	\$17,500	\$17,500	2004	2014
472	EP-123	02 Ford F-450 Flatbed	\$37,645	\$37,645	2002	2012
472	EP-124	02 Intn Dump Truck	\$77,025	\$77,025	2002	2012
472	EP-125	00 Ford E-450 Van	\$65,400	\$65,400	2000	2010
472	EP-126	08 Ford F-350	\$23,000	\$23,000	2007	2017
472	EP-131	Utility Trailer	\$4,800	\$4,800	2004	2014
472	EP-143	Hydraulic Valve Exercise	\$13,500	\$13,500	2002	2012
472	EP-156	05 Chevy C2500 4*4	\$24,535	\$24,535	2004	2014
472	EP-158	Stacker Forklift	\$15,065	\$15,065	2003	2018
472	EP-161	Ford Tractor	\$15,563	\$15,563	1995	2010
472	EP-22	1995 Ford F-250 - Diesel (165K miles)	\$6,215	\$4,500	1995	2010
472	S-8	2003 Crown Vic	\$27,912	\$2,500	2008	2011
		<i>Cost Basis Subtotal:</i>			<b>\$364,849</b>	
		<i>Equipment Reserves:</i>			<b>\$309,890</b>	
502		Shop - PC - Joe Palmer	\$1,800	\$1,800	2001	2009
502		Shop - PC - Crew	\$1,800	\$1,800	1998	2003
502		Touch Reader	\$5,500	\$5,500	2001	2011
502		WTP - PC	\$1,800	\$1,800	2001	2009
502		WTP - Printer/Copier/Fax	\$700	\$700	2003	2009
		<i>Cost Basis Subtotal:</i>			<b>\$11,600</b>	
		<i>Equipment Reserves:</i>			<b>\$2,013</b>	
			<b>\$2,674,717</b>	<b>\$2,353,308</b>		

Capital Improvement Plan  
FY 2009 - 2014

City Overview by Project Schedule

Project Description	Project Year (\$'s in 000)						Project Total
	2009	2010	2011	2012	2013	2014	
Sidewalks and Paths	1,947	100	649	-	-	-	2,696
Streets	480	90	15	15	15	15	630
Water-Distribution	625	-	-	-	-	-	625
Water-Treatment	262	-	-	-	-	-	262
Wastewater Treatment	1,500	600	5,180	5,180	1,140	-	13,600
Wastewater Collection	7,275	5,704	-	-	-	-	12,979
Surface Water	61	613	50	50	50	50	874
							-
<b>Total CIP Expenditures</b>	12,150	7,107	5,894	5,245	1,205	65	31,666
<b>Project Revenues</b>							
Other Fund Transfers	1998	1822	205	205	220	50	4500
Grants	4,366	800	5,210	4,150	0	0	14526
Traffic Impact Fees	120	0	0	0	0	0	120
Real Estate Excise Tax	341	90	15	15	15	15	491
PWTF loan	5,325	4,395	875	875	970	0	12440
<b>Total Project Revenues</b>	12,150						32,077

*City of Snohomish*  
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**Sidewalks And Paths**

Project Description	Project Year (\$'s in 000)						Project Total
	2009	2010	2011	2012	2013	2014	
Centennial Trail Extension	1,827	100	649				2,576
Citywide New Sidewalks	120						120
<b>Total CIP Expenditures</b>	<b>1,947</b>	<b>100</b>	<b>649</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,696</b>
<b>Project Revenues</b>							
Other Fund Transfers	375						375
Grants	1,391	100	1,060				2,551
Real Estate Excise Tax	181						181
<b>Total Project Revenues</b>	<b>1,947</b>	<b>100</b>	<b>1,060</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,107</b>

Streets

Project Description	Project Year (\$'s in 000)						Project Total
	2009	2010	2011	2012	2013	2014	
4th Street South Wall	160						160
School Pedestrian Safety	75	75					150
Guardrail Replacement	5	15	15	15	15	15	80
2nd & Avenue A	240						240
<b>Total CIP Expenditures</b>	<b>480</b>	<b>90</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>630</b>
<b>Project Revenues</b>							
Other Fund Transfers	80						80
Grants	120						120
Traffic Impact Fees	120						120
Real Estate Excise Tax	160	90	15	15	15	15	310
<b>Total Project Revenues</b>	<b>480</b>	<b>90</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>630</b>

*City of Snohomish*  
*2009 Budget*

**Water-Distribution**

<b>Project Description</b>	<b>Project Year (\$'s in 000)</b>					<b>Project Total</b>
	2009	2010	2011	2012	2013	
S. Zone Reservoir Cover Repl.	350					350
Telemetry System Upgrade	75					75
Water System Comp Plan	200					200
<b>Total CIP Expenditures</b>	625	-	-	-	-	625
<b>Project Revenues</b>						
Other Fund Transfers	625					625
Grants						
Traffic Impact Fees						
Real Estate Excise Tax						
<b>Total Project Revenues</b>	625	-	-	-	-	625

**Water-Treatment**

Project Description	Project Year (\$'s in 000)						Project Total
	2009	2010	2011	2012	2013	2014	
Water Plant SCADA Improvemen	12						12
Fish Ladder Safety Upgrades	110						110
Pilchuck Water Line Emg. Repair	30						30
WTP Upgrade Study	15						15
Water Plant -Filter to Waste	95						95
<b>Total CIP Expenditures</b>	262	-	-	-	-	-	262
<b>Project Revenues</b>							
Other Fund Transfers	262						262
Grants							
<b>Total Project Revenues</b>	262	-	-	-	-	-	262

*City of Snohomish*  
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**Wastewater Treatment**

Project Description	Project Year (\$'s in 000)						Project Total
	2009	2010	2011	2012	2013	2014	
WWTP Design & Construction	1,500	600	5,180	5,180	1,140		13,600
<b>Total CIP Expenditures</b>	1,500	600	5,180	5,180	1,140		13,600
<b>Project Revenues</b>							
Other Fund Transfers	120	90	155	155	170		
Grants	700		4,150	4,150			
PWTF Loan	680	510	875	875	970		
<b>Total Project Revenues</b>	1,500	600	5,180	5,180	1,140		13,600

**Wastewater Collection**

Project Description	Project Year (\$'s in 000)						Project Total
	2009	2010	2011	2012	2013	2014	
CSO Phase I	5,900	2,200					8,100
Seg 2&3 Cem Creek Trunk Sewe	615	3,504					4,119
Flood Proof & Generators	748						748
Wastewater Collection	12						12
<b>Total CIP Expenditures</b>	<b>7,275</b>	<b>5,704</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>12,979</b>
<b>Project Revenues</b>							
Other Fund Transfers	475	1,119					1594
Grants	2,155	700					2,855
Traffic Impact Fees							
Real Estate Excise Tax							
PWTF loan	4,645	3,885					8530
<b>Total Project Revenues</b>	<b>7,275</b>	<b>5,704</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>12,979</b>

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**Surface Water**

Project Description	Project Year (\$'s in 000)						Project Total
	2009	2010	2011	2012	2013	2014	
Blackmans Lake Outlet Control	50	563					613
Storm Overlay Coord Program	11	50	50	50	50	50	120
<b>Total CIP Expenditures</b>	61	613	50	50	50	50	874
<b>Project Revenues</b>							
Other Fund Transfers	61	613	50	50	50	50	874
Grants							
Real Estate Excise Tax							
<b>Total Project Revenues</b>	61	613	50	50	50	50	874

<b>2009 Capital Improvement Plan Individual Project Request Form</b>							
<i>Date Proposed: September 23, 2008</i>							
<b>Project Name:</b>	<u>Centennial Trail Extension</u>			<b>Project Category:</b>	<u>Sidewalks and Paths</u>		
<b>Project Description:</b> Construct 2,500 lf of 12'-wide asphalt bicycle/pedestrian trail and associated park improvements along 0.75 mile of former railroad right of way. Work includes property acquisition, demolition of miscellaneous structures, TESC, storm drainage, grading, crushed rock shoulders, curb gutter & sidewalk at five street crossings, signage, ornamental planting, traffic items, stoplight and other work necessary to complete the project.							
<b>Staff Lead:</b>	<u>Ann Stanton</u>	<b>Start Year:</b>	<u>2006</u>	<b>Assigned Department:</b>	<u>Public Works</u>	<b>End Year:</b>	<u>2011</u>
<b>Total Project Budget:</b>	<u>\$2,576,000</u>	<b>Project Number:</b>	<u></u>	<b>Current Year Budget:</b>	<u>\$1,827,000</u>	<b>Total City Revenues:</b>	<u>\$143,000</u>
<b>Estimated Carryover:</b>	<u>\$1,450,000</u>	<b>Total External Revenues:</b>	<u>\$2,472,000</u>				
<b>Revenue Notes and/or Requests for Budget Changes:</b> Approximately \$70,000 in expenditures were made from 2002 through 2007 for appraisals, title reports and related land acquisition tasks.							
<b>Project Expenditures by Category</b>	<b>Budgeted</b>	<b>Future Year Projections (\$s in 000s)</b>					<b>Project Total</b>
	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	
Pre-design							-
Design Engineering		100	65				165
Land	1,827						1,827
Buildings							-
Improvements			400				400
Inspections			29				29
Contingency			80				80
Sales Tax			75				75
Other							-
<b>Total Project Expenditures</b>	<b>1,827</b>	<b>100</b>	<b>649</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,576</b>
<b>Project Revenues</b>							
Fund 117 - REET - Carryover	75						75
TEA-21 CM-STPE-1180(004) (grants 1&2)	1,271						1,271
SAFETEA-LU (grant 3)		100	584				684
TEA-21 2007 (grant 4)			476				476
Property Reserve	300						300
REET	181						181
							-
							-
<b>Total Project Revenues</b>	<b>1,827</b>	<b>100</b>	<b>1,060</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,987</b>

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<b>2009 Capital Improvement Plan Individual Project Request Form</b> <small>Date Proposed: July 18, 2008</small>							
<b>Project Name:</b>		<u>Citywide New Sidewalks</u>			<b>Project Category:</b>		<u>Sidewalks &amp; Paths</u>
<b>Project Description:</b> Add sections of new sidewalk throughout the city according to City Council-adopted rating criteria.							
<b>Staff Lead:</b>	<u>Andy Sics</u>	<b>Start Year:</b>	<u>2008</u>				
<b>Assigned Department:</b>	<u>Public Works</u>	<b>End Year:</b>	<u>2010</u>				
<b>Total Project Budget:</b>	<u>\$120,000</u>	<b>Project Number:</b>	<u></u>				
<b>Current Year Budget:</b>	<u>\$95,000</u>	<b>Total City Revenues:</b>	<u></u>				
<b>Estimated Carryover:</b>	<u></u>	<b>Total External Revenues:</b>	<u>\$120,000</u>				
<b>Revenue Notes and/or Requests for Budget Changes:</b> Funding source: SAFETEA-LU High Priority Program Federal Grant. No local match required.							
Project Expenditures by Category	Budgeted	Future Year Projections (\$s in 000s)					Project Total
	2009	2010	2011	2012	2013	2014	
Pre Design							-
Design Engineering	5						5
Land							-
Buildings							-
Improvements	90						90
Inspections	5						5
Contingency	10						10
Sales Tax	10						10
Other							-
<b>Total Project Expenditures</b>	<b>120</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>120</b>
<b>Project Revenues</b>							
Other Fund Transfers							-
Federal Grant	120						120
LID							-
Bonds							-
Real Estate Excise Tax							-
Connection Fees							-
Utility Rate - Replacement Portion							-
Private Donation							-
General Funds							-
Traffic Impact Fee							-
Street Funds							-
<b>Total Project Revenues</b>	<b>120</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>120</b>

<b>2009 Capital Improvement Plan Individual Project Request Form</b>							
<i>Date Proposed: July 18, 2008</i>							
<b>Project Name:</b>		<u>4th Street - South Wall</u>			<b>Project Category:</b>		<u>Streets</u>
<b>Project Description:</b> Replace the existing lock block walls along the south side of 4th Street between Cedar & Glen Avenues. This will include right-of-way acquisition, grading, sidewalk replacement and adding curb and gutter. Two trees were removed in 2008.							
<b>Staff Lead:</b>		<u>Andy Sics</u>		<b>Start Year:</b>		<u>2011</u>	
<b>Assigned Department:</b>		<u>Public Works</u>		<b>End Year:</b>		<u>2011</u>	
<b>Total Project Budget:</b>		<u>242,000??</u>		<b>Project Number:</b>			
<b>Current Year Budget:</b>		<u>\$160,000</u>		<b>Total City Revenues:</b>		<u>242,000??</u>	
<b>Estimated Carryover:</b>				<b>Total External Revenues:</b>			
<b>Revenue Notes and/or Requests for Budget Changes:</b> Cost estimate is for \$250,000. Working on solution with landscaping to get budget to \$160,000.							
Project Expenditures by Category	Budgeted	Future Year Projections (\$s in 000s)					Project Total
	2009	2010	2011	2012	2013	2014	
Pre-design							0
Design Engineering	20						20
Land							0
Buildings							0
Improvements	140						140
Inspections							0
Contingency							0
Sales Tax							0
Other							0
<b>Total Project Expenditures</b>	<b>160.0</b>	<b>-</b>	<b>0</b>		<b>0</b>	<b>0</b>	<b>160</b>
<b>Project Revenues</b>							
Other Fund Transfers							-
Grants							0
Street Fund	-						0
Bonds							0
Real Estate Excise Tax	160						160
Connection Fees							0
Utility Rate - Replacement Portion							0
Private Donation							0
General Funds	-						0
<b>Total Project Revenues</b>	<b>160</b>	<b>-</b>	<b>0</b>		<b>0</b>	<b>0</b>	<b>160</b>

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<b>2009 Capital Improvement Plan Individual Project Request Form</b> <small>Date Proposed: July 17, 2008</small>							
<b>Project Name:</b>		<u>School Pedestrian Safety</u>			<b>Project Category:</b>		<u>Streets</u>
<b>Project Description:</b> Install bulbouts at Emerson and Central Elementary to improve pedestrian safety and provide traffic calming including utility relocation.							
<b>Staff Lead:</b>		<u>Max Selin</u>		<b>Start Year:</b>		<u>2009</u>	
<b>Assigned Department:</b>		<u>Public Works</u>		<b>End Year:</b>		<u>2009</u>	
<b>Total Project Budget:</b>		<u>\$150,000</u>		<b>Project Number:</b>			
<b>Current Year Budget:</b>		<u>\$75,000</u>		<b>Total City Revenues:</b>		<u>\$150,000</u>	
<b>Estimated Carryover:</b>				<b>Total External Revenues:</b>			
<b>Revenue Notes and/or Requests for Budget Changes:</b> 2009 would be for Emerson Bulb-outs.							
Project Expenditures by Category	Budgeted	Future Year Projections (\$s in 000s)					Project Total
	2009	2010	2011	2012	2013	2014	
Pre-design							-
Design Engineering							-
Land							-
Buildings							-
Improvements	60	60					120
Inspections							-
Contingency	10	10					20
Sales Tax	5	5					10
Other							-
<b>Total Project Expenditures</b>	<b>75</b>	<b>75</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>150</b>
<b>Project Revenues</b>							
							-
General Fund / REET	75	75					150
							-
							-
							-
							-
							-
<b>Total Project Revenues</b>	<b>75</b>	<b>75</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>150</b>

2009 Capital Improvement Plan Individual Project Request Form <i>Date Proposed: July 7, 2008</i>								
<b>Project Name:</b>		<u>Guardrail Replacement Program</u>			<b>Project Category:</b>		<u>Streets</u>	
<b>Project Description:</b> Replace areas of degraded & substandard guardrail at locations throughout the city annually.								
<b>Staff Lead:</b>	<u>Karen Latimer</u>	<b>Start Year:</b>						<u>2009</u>
<b>Assigned Department:</b>	<u>Public Works</u>	<b>End Year:</b>						<u>2014</u>
<b>Total Project Budget:</b>	<u>\$80,000</u>	<b>Project Number:</b>						
<b>Current Year Budget:</b>	<u>\$5,000</u>	<b>Total City Revenues:</b>						<u>\$80,000</u>
<b>Estimated Carryover:</b>	<u></u>	<b>Total External Revenues:</b>						<u></u>
<b>Revenue Notes and/or Requests for Budget Changes:</b> Showing \$ 5,000.								
Project Expenditures by Category	Budgeted	Future Year Projections (\$s in 000s)					Project Total	
	2009	2010	2011	2012	2013	2014		
Pre Design							-	
Design Engineering							-	
Land							-	
Buildings							-	
Improvements	5	15	15	15	15	15	80	
Inspections							-	
Contingency							-	
Sales Tax							-	
Other							-	
<b>Total Project Expenditures</b>	<b>5</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>80</b>	
<b>Project Revenues</b>								
Other Fund Transfers							-	
Grants							-	
LID							-	
Bonds							-	
Real Estate Excise Tax	5	15	15	15	15	15	80	
Connection Fees							-	
Utility Rate - Replacement Portion							-	
Private Donation							-	
General Funds							-	
Traffic Impact Fee							-	
Street Funds							-	
<b>Total Project Revenues</b>	<b>5</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>15</b>	<b>80</b>	

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<b>2009 Capital Improvement Plan Individual Project Request Form</b>							
<i>Date Proposed: July 18, 2008</i>							
<b>Project Name:</b>		<u>2nd &amp; Ave A Signal</u>			<b>Project Category:</b>		<u>Streets</u>
<b>Project Description:</b> Construction of intersection improvements and a traffic signal installation. Intersection improvements include ADA Ramps, bulb out pedestrian areas, lighting, landscaping and a signal interconnection system on 2nd street. Total project cost estimate is \$617,000.							
<b>Staff Lead:</b>		<u>Andy Sics</u>		<b>Start Year:</b>		<u>2009</u>	
<b>Assigned Department:</b>		<u>Public Works</u>		<b>End Year:</b>		<u>2009</u>	
<b>Total Project Budget:</b>		<u>\$627,000</u>		<b>Project Number:</b>			
<b>Current Year Budget:</b>		<u>\$240,000</u>		<b>Total City Revenues:</b>		<u>\$326,500</u>	
<b>Estimated Carryover:</b>				<b>Total External Revenues:</b>		<u>\$300,000</u>	
<b>Revenue Notes and/or Requests for Budget Changes:</b> 2008 project. The \$210,000 for 2009 is for the Signal Poles which will be installed after the civil improvements are completed in 2008. The poles are a six month delivery item. Also the \$210,000 covers project retainage.							
Project Expenditures by Category	Budgeted	Future Year Projections (\$s in 000s)					Project Total
	2009	2010	2011	2012	2013	2014	
Pre Design							-
Design Engineering							-
Land							-
Buildings							
Improvements	210						210
Inspections	30						30
Contingency							0
Sales Tax							
Other							
<b>Total Project Expenditures</b>	<b>240</b>	-	-	-	-	-	<b>240</b>
Project Revenues							
Other Fund Transfers							0
State Grant (TIB) 2855 budget shift to 1st & D	120						120
LID							0
Bonds							0
Real Estate Excise Tax							0
Connection Fees							0
Utility Rate - Replacement Portion							0
Private Donation							0
General Funds							0
Traffic Impact Fees (125)	120						120
Street Funds							0
<b>Total Project Revenues</b>	<b>240</b>	-	-	-	-	-	<b>240</b>

<b>2009 Capital Improvement Plan Individual Project Request Form</b>								
<i>Date Proposed: July 7, 2008</i>								
<b>Project Name:</b>		<u>South Zone Reservoir Cover Replacement</u>			<b>Project Category:</b>			<u>Water - Distribution</u>
<b>Project Description:</b> Replace floating covers on the city's south zone reservoirs.								
<b>Staff Lead:</b>	<u>Karen Latimer</u>	<b>Start Year:</b>						<u>2009</u>
<b>Assigned Department:</b>	<u>Public Works</u>	<b>End Year:</b>						<u>2010</u>
<b>Total Project Budget:</b>	<u>\$350,000</u>	<b>Project Number:</b>						
<b>Current Year Budget:</b>	<u>\$350,000</u>	<b>Total City Revenues:</b>						<u>\$350,000</u>
<b>Estimated Carryover:</b>	<u>\$100,000</u>	<b>Total External Revenues:</b>						
<b>Revenue Notes and/or Requests for Budget Changes:</b>								
Project Expenditures by Category	Budgeted	Future Year Projections (\$s in 000s)					Project Total	
	2009	2010	2011	2012	2013	2014		
Pre Design							-	
Design Engineering	20						20	
Land							-	
Buildings							-	
Improvements	270						270	
Inspections	10						10	
Contingency	30						30	
Sales Tax	20						20	
Other							-	
							-	
<b>Total Project Expenditures</b>	<b>350</b>	-	-	-	-	-	<b>350</b>	
<b>Project Revenues</b>								
Utility System Replacment (473)	350						350	
							-	
							-	
							-	
							-	
							-	
							-	
							-	
	-						-	
<b>Total Project Revenues</b>	<b>350</b>	-	-	-	-	-	<b>350</b>	

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<b>2009 Capital Improvement Plan Individual Project Request Form</b> <small>Date Proposed: July 7, 2008</small>								
<b>Project Name:</b>		<u>Telemetry System Upgrade</u>			<b>Project Category:</b>			<u>Water - Distribution</u>
<b>Project Description:</b> Upgrade existing water distribution system telemetry system.								
<b>Staff Lead:</b>		<u>Karen Latimer</u>		<b>Start Year:</b>		<u>2009</u>		
<b>Assigned Department:</b>		<u>Public Works</u>		<b>End Year:</b>		<u>2009</u>		
<b>Total Project Budget:</b>		<u>\$75,000</u>		<b>Project Number:</b>				
<b>Current Year Budget:</b>		<u>\$75,000</u>		<b>Total City Revenues:</b>		<u>\$75,000</u>		
<b>Estimated Carryover:</b>				<b>Total External Revenues:</b>				
<b>Revenue Notes and/or Requests for Budget Changes:</b>								
Project Expenditures by Category	Budgeted	Future Year Projections (\$s in 000s)					Project Total	
	2009	2010	2011	2012	2013	2014		
Pre-design							-	
Design Engineering							-	
Land							-	
Buildings							-	
Improvements	75						75	
Inspections							-	
Contingency							-	
Sales Tax							-	
Other							-	
<b>Total Project Expenditures</b>	<b>75</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>75</b>	
<b>Project Revenues</b>								
							-	
Utility System Replacement (473)	75						75	
							-	
							-	
							-	
							-	
							-	
							-	
<b>Total Project Revenues</b>	<b>75</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>75</b>	

<b>2009 Capital Improvement Plan Individual Project Request Form</b>								
<i>Date Proposed: June 24, 2008</i>								
<b>Project Name:</b>		<u>Water System Comp Plan</u>			<b>Project Category:</b>			<u>Water - Distribution</u>
<b>Project Description:</b> Every six years, State regulations require an update to the City's Water System Plan. This plan must be completed in accordance with the WAC's, approved by DOH and adopted by the City Council. The last plan was approved in 1994.								
<b>Staff Lead:</b>	<u>Tim Heydon</u>	<b>Start Year:</b>						<u>2009</u>
<b>Assigned Department:</b>	<u>Public Works</u>	<b>End Year:</b>						<u>2009</u>
<b>Total Project Budget:</b>	<u>\$200,000</u>	<b>Project Number:</b>						
<b>Current Year Budget:</b>	<u>\$200,000</u>	<b>Total City Revenues:</b>						<u>\$200,000</u>
<b>Estimated Carryover:</b>	<u></u>	<b>Total External Revenues:</b>						<u></u>
<b>Revenue Notes and/or Requests for Budget Changes:</b>								
Project Expenditures by Category	Budget	Future Year Projections (\$s in 000s)					Project Total	
	2009	2010	2011	2012	2013	2014		
Pre-design	200						200	
Design Engineering							-	
Land							-	
Buildings							-	
Improvements							-	
Inspections							-	
Contingency							-	
Sales Tax							-	
Other							-	
<b>Total Project Expenditures</b>	<b>200</b>	-	-	-	-	-	<b>200</b>	
<b>Project Revenues</b>								
Utility System Replacment (473)	200						200	
							-	
							-	
							-	
							-	
							-	
							-	
							-	
	-						-	
<b>Total Project Revenues</b>	<b>200</b>	-	-	-	-	-	<b>200</b>	

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<b>2009 Capital Improvement Plan Individual Project Request Form</b> <small>Date Proposed: July 7, 2008</small>							
<b>Project Name:</b>		<u>Water Plant - SCADA Improvements</u>			<b>Project Category:</b>		<u>Water - Treatment</u>
<b>Project Description:</b> <b>This project is expected to be complete in 2008.</b> The current communication system between the water treatment plant and the reservoir/water system experiences frequent communication problems, and the water treatment plant communication system does not provide all alarms and automated controls that are needed. The existing system is antiquated. In fact, if it fails, there is not a replacement available. This project will replace the old system with a new system that will be standardized among all the utilities.							
<b>Staff Lead:</b>	<u>Karen Latimer</u>	<b>Start Year:</b>	<u>2008</u>				
<b>Assigned Department:</b>	<u>Public Works</u>	<b>End Year:</b>	<u>2009</u>				
<b>Total Project Budget:</b>	<u>\$40,000</u>	<b>Project Number:</b>	<u></u>				
<b>Current Year Budget:</b>	<u>\$12,000</u>	<b>Total City Revenues:</b>	<u>\$40,000</u>				
<b>Estimated Carryover:</b>	<u></u>	<b>Total External Revenues:</b>	<u></u>				
<b>Revenue Notes and/or Requests for Budget Changes:</b>							
Project Expenditures by Category	Budgeted	Future Year Projections (\$s in 000s)					Project Total
	2009	2010	2011	2012	2013	2014	
Pre Design							-
Design Engineering							-
Land							-
Buildings							-
Improvements	12						12
Inspections							-
Contingency							-
Sales Tax							-
Other							-
<b>Total Project Expenditures</b>	<b>12</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>12</b>
<b>Project Revenues</b>							
Utility System Replacement (473)	12						12
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
<b>Total Project Revenues</b>	<b>12</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>12</b>

<b>2009 Capital Improvement Plan Individual Project Request Form</b>							
<i>Date Proposed: July 24, 2008</i>							
<b>Project Name:</b>		<u>Fish Ladder Safety Upgrades</u>			<b>Project Category:</b>		<u>Water - Treatment</u>
<b>Project Description:</b> Install employee access improvements at the water treatment plant fish ladder. Improvements include installation of steps and hand rails on slopes leading to the fish ladder, and guard rails around the perimeter edge of the fish ladder. These items were identified in a May 2007 Safety Consultation conducted by Washington State Labor and Industries. L&I requires these items be completed by October 2008. This project also includes roadway access improvements and procurement of an access easement.							
<b>Staff Lead:</b>		<u>Andy Sics</u>		<b>Start Year:</b>		<u>2009</u>	
<b>Assigned Department:</b>		<u>Public Works</u>		<b>End Year:</b>		<u>2009</u>	
<b>Total Project Budget:</b>		<u>\$110,000</u>		<b>Project Number:</b>			
<b>Current Year Budget:</b>		<u>\$110,000</u>		<b>Total City Revenues:</b>		<u>\$110,000</u>	
<b>Estimated Carryover:</b>				<b>Total External Revenues:</b>			
<b>Revenue Notes and/or Requests for Budget Changes:</b>							
Project Expenditures by Category	Budget	Future Year Projections (\$s in 000s)					Project Total
	2009	2010	2011	2012	2013	2014	
Pre Design							-
Design Engineering							-
Land							-
Buildings							-
Improvements	110						110
Inspections							-
Contingency							-
Sales Tax							-
Other							-
<b>Total Project Expenditures</b>	<b>110</b>	-	-	-	-	-	<b>110</b>
<b>Project Revenues</b>							
Water System Replacement (473)	110						110
							-
							-
							-
							-
							-
							-
	-						-
<b>Total Project Revenues</b>	<b>110</b>	-	-	-	-	-	<b>110</b>

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2009 Budget*

<b>2009 Capital Improvement Plan Individual Project Request Form</b> <small>Date Proposed: July 21, 2008</small>								
<b>Project Name:</b>		<u>Pilchuck Water Line Emergency Repair</u>			<b>Project Category:</b>			<u>Water - Treatment</u>
<b>Project Description:</b> The December 2006 storm eroded the Pilchuck River bank adjacent to the City's water transmission line just downstream from the Water Treatment Plant and put the line at risk of breaking. This project will construct bank stabilization improvements and environmental mitigation to protect the water transmission line from damage.								
<b>Staff Lead:</b>	<u>Max Selin</u>	<b>Start Year:</b>						<u>2008</u>
<b>Assigned Department:</b>	<u>Public Works</u>	<b>End Year:</b>						<u>2008</u>
<b>Total Project Budget:</b>	<u>\$693,000</u>	<b>Project Number:</b>						
<b>Current Year Budget:</b>	<u>\$30,000</u>	<b>Total City Revenues:</b>						<u>\$693,000</u>
<b>Estimated Carryover:</b>	<u></u>	<b>Total External Revenues:</b>						<u>\$0</u>
<b>Revenue Notes and/or Requests for Budget Changes:</b> FEMA reimbursement is requested for a portion of the project cost. Prior expenditures in 2007 and 2008 for emergency rock placement and consultant services total approximately \$225,000								
Project Expenditures by Category	Budgeted	Future Year Projections (\$s in 000s)					Project Total	
	2009	2010	2011	2012	2013	2014		
Pre-design							-	
Design Engineering							-	
Land							-	
Buildings							-	
Improvements	30						30	
Inspections							-	
Contingency							-	
Sales Tax							-	
Other							-	
<b>Total Project Expenditures</b>	<b>30</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>30</b>	
<b>Project Revenues</b>								
Utility System Replacement (473)	30						30	
							-	
							-	
							-	
							-	
							-	
							-	
							-	
							-	
							-	
							-	
							-	
<b>Total Project Revenues</b>	<b>30</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>30</b>	

2009 Capital Improvement Plan Individual Project Request Form <small>Date Proposed: 7/24/08</small>								
<b>Project Name:</b>		<u>WTP Upgrade Study</u>			<b>Project Category:</b>			<u>Water - Treatment</u>
<b>Project Description:</b> Conduct a study of the Water Treatment Plant to identify all improvements to be made to comply with current Department of Health regulations. The study will include an analysis which compares the cost to upgrade our plant with shutting it down and receiving all our drinking water from the City of Everett. This is a carry-over project started in 2007 and will be completed this year.								
<b>Staff Lead:</b>	<u>Andrew Sics</u>	<b>Start Year:</b>						<u>2008</u>
<b>Assigned Department:</b>	<u>Public Works</u>	<b>End Year:</b>						<u>2009</u>
<b>Total Project Budget:</b>	<u>\$200,000</u>	<b>Project Number:</b>						
<b>Current Year Budget:</b>	<u>\$15,000</u>	<b>Total City Revenues:</b>						<u>\$15,000</u>
<b>Estimated Carryover:</b>	<u>\$0</u>	<b>Total External Revenues:</b>						
<b>Revenue Notes and/or Requests for Budget Changes:</b> \$200,000 to be spent in 2008								
Project Expenditures by Category	Budgeted	Future Year Projections (\$s in 000s)					Project Total	
	2009	2010	2011	2012	2013	2014		
Pre-design							-	
Design Engineering	15						15	
Land							-	
Buildings							-	
Improvements							-	
Inspections							-	
Contingency							-	
Sales Tax							-	
Other							-	
<b>Total Project Expenditures</b>	<b>15</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15</b>	
<b>Project Revenues</b>								
Utility Sys Replac (473) (2007 Carryover)	15						15	
							-	
							-	
							-	
							-	
							-	
							-	
							-	
							-	
<b>Total Project Revenues</b>	<b>15</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>15</b>	

**City of Snohomish  
2009 Budget**

<b>2009 Capital Improvement Plan Individual Project Request Form</b> <small>Date Proposed: July 7, 2009</small>								
<b>Project Name:</b>		<u>Water Plant - Filter to Waste</u>			<b>Project Category:</b>			<u>Water - Treatment</u>
<b>Project Description:</b> Project expected to be substantially complete in 2008. Construct a filter to waste system at the water treatment plant to enable removal of non-compliant water from the treatment system as directed by the Department of Health. This is one of the improvements necessary to return the plant to a 24 hour a day operation. The City is currently limited to operating the plant only when it is manned (8 hours per day).								
<b>Staff Lead:</b>	<u>Karen Latimer</u>	<b>Start Year:</b>						<u>2008</u>
<b>Assigned Department:</b>	<u>Public Works</u>	<b>End Year:</b>						<u>2009</u>
<b>Total Project Budget:</b>	<u>\$318,000</u>	<b>Project Number:</b>						
<b>Current Year Budget:</b>	<u>\$95,400</u>	<b>Total City Revenues:</b>						<u>\$318,000</u>
<b>Estimated Carryover:</b>	<u>\$95,400</u>	<b>Total External Revenues:</b>						
<b>Revenue Notes and/or Requests for Budget Changes:</b>								
Project Expenditures by Category	Budgeted	Future Year Projections (\$s in 000s)					Project Total	
	2009	2010	2011	2012	2013	2014		
Pre-design							-	
Design Engineering							-	
Land							-	
Buildings							-	
Improvements	95						95	
Inspections							-	
Contingency							-	
Sales Tax							-	
Other							-	
<b>Total Project Expenditures</b>	<b>95</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>95</b>	
<b>Project Revenues</b>								
Utility Sys Repl (473)	95						95	
							-	
							-	
							-	
							-	
							-	
							-	
							-	
							-	
<b>Total Project Revenues</b>	<b>95</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>95</b>	

<b>2009 Capital Improvement Plan Individual Project Request Form</b>								
<i>Date Proposed: July 18, 2008</i>								
<b>Project Name:</b>		<u>WWTP Design &amp; Construction.</u>			<b>Project Category:</b>			<u>Wastewater Treatment</u>
<b>Project Description:</b> Various upgrades to the City Wastewater Treatment Plan as outlined in the General Sewer Plan and Wastewater Facilities necessary to meet new, more stringent, regulations.								
<b>Staff Lead:</b>		<u>Steve Schuller</u>			<b>Start Year:</b>			<u>2007</u>
<b>Assigned Department:</b>		<u>Public Works</u>			<b>End Year:</b>			<u>2012</u>
<b>Total Project Budget:</b>		<u>13,600,000 ??</u>			<b>Project Number:</b>			<u>432-000-594-60-41-10</u>
<b>Current Year Budget:</b>		<u>\$1,500,000</u>			<b>Total City Revenues:</b>			<u>\$4,800,000</u>
<b>Estimated Carryover:</b>		<u></u>			<b>Total External Revenues:</b>			<u>\$8,300,000</u>
<b>Revenue Notes and/or Requests for Budget Changes:</b> \$200,000 has been spent through 2007. Meeting with design consultant, Kennedy/Jenks, scheduled for July 2008, to review treatment alternatives and rating factors (e.g. initial costs, treatment quality, long-term operation and maintenance costs, including power, future flexibility with new permit standards and capacity).								
Project Expenditures by Category	Budgeted	Future Year Projections (\$ in 000s)					Project Total	
	2009	2010	2011	2012	2013	2014		
Pre Design							-	
Design Engineering	1,500	600					2,100	
Land							-	
Buildings							-	
Improvements			4,080	4,080	800		8,960	
Inspections			400	400	140		940	
Contingency			700	700	200		1,600	
Sales Tax							-	
Other							-	
<b>Total Project Expenditures</b>	<b>1,500</b>	<b>600</b>	<b>5,180</b>	<b>5,180</b>	<b>1,140</b>	-	<b>13,600</b>	
Project Revenues								
Other Fund Transfers							-	
Grant - Federal			2,400	2,400			4,800	
Grant - State	700		1,750	1,750			4,200	
Bonds							-	
Real Estate Excise Tax							-	
Connection Fees							-	
473 - Sewer	120	90	155	155	170		690	
Private Donation							-	
Public Works Trust Fund	680	510	875	875	970		3,910	
General Funds							-	
General Impact Fee Reserve							-	
Street Funds							-	
<b>Total Project Revenues</b>	<b>1,500</b>	<b>600</b>	<b>5,180</b>	<b>5,180</b>	<b>1,140</b>	-	<b>13,600</b>	

**City of Snohomish  
2009 Budget**

<b>2009 Capital Improvement Plan Individual Project Request Form</b>								
<small>Date Revised: Sept 24, 2008</small>								
<b>Project Name:</b>		<u>CSO Phase 1</u>			<b>Project Category:</b>			<u>Wastewater Collection</u>
<b>Project Description:</b> Various projects to separate stormwater from sanitary sewers as outlined in the General Sewer and Wastewater Facilities Plan. Phase I begins with design of the CSO (Combined Sewer Overflow) Reduction project in 2008 and construction in 2009.								
<b>Staff Lead:</b>		<u>Steve Schuller</u>			<b>Start Year:</b>		<u>2008</u>	
<b>Assigned Department:</b>		<u>Public Works</u>			<b>End Year:</b>		<u>2010</u>	
<b>Total Project Budget:</b>		<u>\$8,100,000</u>			<b>Project Number:</b>		<u>432-000-594-55-63-30</u>	
<b>Current Year Budget:</b>		<u>\$5,900,000</u>			<b>Total City Revenues:</b>		<u>\$870,000</u>	
<b>Estimated Carryover:</b>		<u></u>			<b>Total External Revenues:</b>		<u>\$5,730,000</u>	
<b>Revenue Notes and/or Requests for Budget Changes:</b> \$* paid for design in 2007-2008. Public Works Trust Fund loan will be sought. Consultant, BHC, preparing scope and cost proposal for detailed Plans, Specs and Construction Cost Estimate (Scope due July 2008).								
Project Expenditures by Category	Budgeted	Future Year Projections (\$s in 000s)					Project Total	
	2009	2010	2011	2012	2013	2014		
Pre Design							-	
Design Engineering	970	-					970	
Land							-	
Buildings							-	
Improvements	4,437	1,980					6,417	
Inspections	493	220					713	
Contingency							-	
Sales Tax							-	
Other							-	
<b>Total Project Expenditures</b>	<b>5,900</b>	<b>2,200</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,100</b>	
<b>Project Revenues</b>								
							-	
Grant *Still determining grant funding for CSO vs WWTP	1,500	700					2,200	
							-	
							-	
Utility Connection Reserve (471)	370	500					870	
							-	
							-	
Public Works Trust Fund	4,030	1,000					5,030	
							-	
<b>Total Project Revenues</b>	<b>5,900</b>	<b>2,200</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8,100</b>	

<b>2009 Capital Improvement Plan Individual Project Request Form</b>								
<i>Date Proposed: July 7, 2008</i>								
<b>Project Name:</b>		<u>Segments 2 &amp; 3 Cem Creek Trunk Sewer</u>			<b>Project Category:</b>			<u>Wastewater Collection</u>
<b>Project Description:</b> Provide sanitary sewer collection service to portions of the UGA. Segment 2 will continue from the terminus of Segment 1 across Bickford Avenue and along Bonneville Ave to 14th Street. Segment 3 will service the area north and east of Blackmans Lake. ROW acquisition, wetland delineation and cultural resource report will be required.								
<b>Staff Lead:</b>	<u>City Engineer</u>	<b>Start Year:</b>						<u>2009</u>
<b>Assigned Department:</b>	<u>Public Works</u>	<b>End Year:</b>						<u>2010</u>
<b>Total Project Budget:</b>	<u>\$4,119,000</u>	<b>Project Number:</b>						
<b>Current Year Budget:</b>		<b>Total City Revenues:</b>						<u>\$619,000</u>
<b>Estimated Carryover:</b>		<b>Total External Revenues:</b>						<u>\$3,500,000</u>
<b>Revenue Notes and/or Requests for Budget Changes:</b> Pertect preparing detailed PS&E for 2009 design costs in July 2008.								
Project Expenditures by Category	Budgeted	Future Year Projections (\$s in 000s)					Project Total	
	2009	2010	2011	2012	2013	2014		
Pre Design							-	
Design Engineering	615						615	
Land							-	
Buildings							-	
Improvements		3,504					3,504	
Inspections							-	
Contingency							-	
Sales Tax							-	
Other							-	
<b>Total Project Expenditures</b>	<b>615</b>	<b>3,504</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,119</b>	
<b>Project Revenues</b>								
Other Fund Transfers (Carryover)							-	
Public Works Trust Fund	615	2,885					3,500	
LID							-	
Bonds							-	
Real Estate Excise Tax							-	
Connection Fees							-	
Utility Rate - Replacement Portion		619					619	
Private Donation							-	
General Funds							-	
General Impact Fee Reserve							-	
Street Funds							-	
<b>Total Project Revenues</b>	<b>615</b>	<b>3,504</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>4,119</b>	

**City of Snohomish  
2009 Budget**

<b>2009 Capital Improvement Plan Individual Project Request Form</b> <small>Date Proposed: June 23, 2008</small>								
<b>Project Name:</b>		<u>Flood Proof &amp; Generators FEMA</u>			<b>Project Category:</b>			<u>Wastewater - Collection</u>
<b>Project Description:</b> City applied for FEMA funding (Sharon P) for flood proofing and permanent backup generators for 3 sewer lift stations - Iron Works, Cady Park and Lincoln/1st Street. FEMA award letter received Sept 2008.								
<b>Staff Lead:</b>	<u>Steve Schuller</u>	<b>Start Year:</b>						<u>2009</u>
<b>Assigned Department:</b>	<u>Engineering</u>	<b>End Year:</b>						<u>2009</u>
<b>Total Project Budget:</b>	<u>\$748,000</u>	<b>Project Number:</b>						
<b>Current Year Budget:</b>	<u>\$748,000</u>	<b>Total City Revenues:</b>						<u>\$748,000</u>
<b>Estimated Carryover:</b>	<u></u>	<b>Total External Revenues:</b>						<u></u>
<b>Revenue Notes and/or Requests for Budget Changes:</b> Cost breakdown from grant application is \$ 291,605 Iron Works, 156,423 Cady and 299,244 Lincoln. Local match is 12.5% or \$93,500.								
Project Expenditures by Category	Budgeted 2009	Future Year Projections (\$s in 000s)					Project Total	
		2010	2011	2012	2013	2014		
Pre Design							-	
Design Engineering	112						112	
Land							-	
Buildings	-						-	
Improvements	636						636	
Inspections							-	
Contingency							-	
Sales Tax							-	
Other							-	
<b>Total Project Expenditures</b>	<b>748</b>	-	-	-	-	-	<b>748</b>	
<b>Project Revenues</b>								
							-	
REET	-						-	
							-	
FEMA	655						655	
Operation WW	94						94	
							-	
							-	
	-						-	
<b>Total Project Revenues</b>	<b>748</b>	-	-	-	-	-	<b>748</b>	

2009 Capital Improvement Plan Individual Project Request Form Date <i>Revised Sept 24, 2008</i>						
<b>Project Name:</b> <u>Standby Power</u>		<b>Project Category:</b> <u>Wastewater Collection</u>				
<b>Project Description:</b> Install emergency generators at the Hill Park and Champagne lift stations as per the PSA Consent Decree. The generators were to be part of the Champagne Lift Station Design so as to coordinate generator size with lift station upgrades and or replacement. Public Works staff was to rent and install temporary portable generators to meet the consent decree until a final design was approved and permanent generators installed.						
<b>Staff Lead:</b>	<u>Max Selin</u>	<b>Start Year:</b>	<u>2008</u>			
<b>Assigned Department:</b>	<u>Public Works</u>	<b>End Year:</b>	<u>2008</u>			
<b>Total Project Budget:</b>	<u>\$230,000</u>	<b>Project Number:</b>	<u>432-000-594-55-63-10</u>			
<b>Current Year Budget:</b>	<u>\$11,500</u>	<b>Total City Revenues:</b>	<u>\$230,000</u>			
<b>Estimated Carryover From 2007</b>	<u></u>	<b>Total External Revenues:</b>	<u></u>			
<b>Revenue Notes and/or Requests for Budget Changes:</b>						
Project Expenditures by Category	Future Year Projections (\$s in 000s)					Project Total
	2009	2010	2011	2012	2013	
Pre Design						-
Design Engineering						-
Land						-
Buildings						-
Improvements	12					12
Inspections						-
Contingency						-
Sales Tax						-
Other						-
<b>Total Project Expenditures</b>	<b>12</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>12</b>
<b>Project Revenues</b>						
Other Fund Transfers (Carryover)	12					12
Grants						-
LID						-
Bonds						-
Real Estate Excise Tax						-
Connection Fees						-
Utility Rate - Sewer (473)						-
Private Donation						-
General Funds						-
General Impact Fee Reserve						-
Street Funds						-
<b>Total Project Revenues</b>	<b>12</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>12</b>



<b>2009 Capital Improvement Plan Individual Project Request Form</b>							
<i>Date Proposed: 6/30/08</i>							
<b>Project Name:</b>		<u>Stormwater Overlay Coord Program</u>			<b>Project Category:</b>		<u>Stormwater</u>
<b>Project Description:</b> Replacement and/or upgrade of existing drainage system mains and structures in coordination with the city's street overlay program. Project scopes will be developed as overlay projects are identified including drainage system installation on Mill Avenue.							
<b>Staff Lead:</b>		<u>Andy Sics</u>		<b>Start Year:</b>		<u>2009</u>	
<b>Assigned Department:</b>		<u>Public Works</u>		<b>End Year:</b>		<u>2014</u>	
<b>Total Project Budget:</b>		<u>\$261,000</u>		<b>Project Number:</b>			
<b>Current Year Budget:</b>		<u>\$11,000</u>		<b>Total City Revenues:</b>		<u>\$261,000</u>	
<b>Estimated Carryover:</b>				<b>Total External Revenues:</b>			
<b>Revenue Notes and/or Requests for Budget Changes:</b> \$11,000 in 2009 is for retainage from 2008 project.							
Project Expenditures by Category	Budgeted	Future Year Projections (\$s in 000s)					Project Total
	2009	2010	2011	2012	2013	2014	
Pre Design							-
Design Engineering							-
Land							-
Buildings							-
Improvements	11	50	50	50	50	50	261
Inspections							-
Contingency							-
Sales Tax							-
Other							-
<b>Total Project Expenditures</b>	<b>11</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>261</b>
<b>Project Revenues</b>							
Other Fund Transfers							-
Grants							-
LID							-
Bonds							-
Real Estate Excise Tax							-
Connection Fees							-
Utility Rate - Replacement Portion 473	11	50	50	50	50	50	261
Street Funds							-
<b>Total Project Revenues</b>	<b>11</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>261</b>